



ANNUAL TOWN REPORT

Westminster, Massachusetts

2020



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About Westminster

Incorporated	1759
Town Government	Annual Town Meeting
.....	Board of Selectmen & Town Administrator
Annual Town Meeting	First Saturday in May
Annual Town Election	Last Tuesday in April
Population.....	8,077
Registered Voters	6,331
Area (sq. miles)	37.5
Tax Rate/Per Thousand	\$16.76
Regional Planning Agency	Montachusett
Regional Transit Authority	MART
Ashburnham/Westminster School District	
Meetinghouse School	Grade K-1
Westminster Elementary	Grade 2-5
Overlook Middle School	Grade 6-8
Oakmont Regional High School	Grade 9-12
Montachusett Regional Vocational Technical School.....	Grade 9-12
Town Offices	11 South Street
Department of Public Works	2 Oakmont Avenue
Public Safety Building	7 South Street
Town Hall Hours	M-Th 8:00a-4:30p
.....	Fr 8:00a-1:00p
Town Benefit	Neighbors Helping Neighbors (2nd Sunday in August)
Town Website	www.westminster-ma.gov

Town Department Contact Information

TOWN HALL

Monday - Thursday 8:00 AM – 4:30 PM

Friday 8:00 AM – 1:00 PM

TOWN HALL OFFICES:

Accounting	874-7405
Administrator	874-7400
Assessors	874-7401
Board of Health	874-7409
Board of Selectmen	874-7400
Building Department	874-7407
Clerk	874-7406
Conservation Commission	874-7413
Executive Assistant	874-7408
Parks & Recreation	874-7410
Personnel	874-7404
Planner	874-7414
Treasurer/Collector	874-7403
Veterans' Agent	874-7461

FORBUSH MEMORIAL LIBRARY874-7416

Tuesday, Wednesday & Thursday 10:00 AM – 8:00 PM

Friday 10:00 AM – 6:00 PM

Saturday 9:00 AM – 1:00 PM

COUNCIL ON AGING874-7402

Monday - Friday 8:00 AM – 4:00 PM

DEPARTMENT OF PUBLIC WORKS874-5572

Monday – Friday 7:00 AM – 3:30 PM

SOLID WASTE DROP-OFF CENTER

165 Fitchburg Rd/Route 31874-0612

Friday..... 7:30 AM – 3:00 PM

Saturday..... 7:30 AM – 1:00 PM

Sunday 9:00 AM–1:00 PM

Monday 7:30 AM 3:00 PM

PUBLIC SAFETY BUILDING874-2313

Police Department

24 Hours a day

911 – Emergency Only

Fire Department

Open 24/7

911 – Emergency Only

ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT:

Meetinghouse School	874-0163
Oakmont Regional High School	827-5907
Overlook Middle School	827-1425
Special Needs	827-3063
Superintendent of Schools	827-1434
Westminster Elementary	874-2043

OTHER DEPARTMENTS:

Animal Control Officer	874-2933
Superintendent of School.....	827-1434
Tree Warden	874-5572

Find all this information, town news and more on our town website!

www.westminster-ma.gov





General Government

Board of Selectmen & Town Administrator

This report is respectfully submitted to the residents of the Town of Westminster.

Heather M. Billings assumed the Chairmanship of the Board of Selectmen in May of 2020, with James A. DeLisle serving as Vice Chairman and Salvatore J. Albert, Jr. as Clerk. Mr. Albert was elected to the Board for a first term in 2020.

First, the Board wishes to recognize and acknowledge Selectmen Wayne R. Walker, who chose not to run for a fourth (4th) term on the Board. Wayne has years of dedicated and exemplary public service to this Board and to the Town of Westminster in many different capacities. We owe a debt of gratitude to Mr. Walker for providing his expertise on municipal operations and local government issues as well as his excellent leadership abilities on the Board.

In the beginning of 2020, all seemed normal and municipal operations were moving smoothly. On March 16, 2020 the Board issued an Emergency Declaration in order to deal with the Covid-19 pandemic. The pandemic changed the way municipal operations were handled. Town Hall closed to the public for several weeks throughout the year in order to deal with the pandemic, but Town employees were able to keep the wheels of government rolling during these tumultuous times.

The pandemic caused the Board to take almost unheard of measures, the Town Election and Town Meeting were postponed twice and eventually occurred on June 16 and June 20 respectively. Social distancing measures and masks were new requirements for both of these occasions. Kudos go out to the Town Clerk's office and the Town Administrator's office for being able to navigate both of these occasions during what we hope is a once in a lifetime pandemic.

The Town relies on the willingness of residents to volunteer their time for the various boards and committees. Throughout the year, and despite the pandemic, the Board had the pleasure of appointing many fine residents to serve in various capacities. The Board and Library Trustees held a joint meeting in order to jointly appoint Cynthia Brown to the Library Board of Trustees. Along with the many renewal appointments, we were delighted to have the following individuals come forward for first-time appointments at various points during the year; Elizabeth Irvine to the Zoning Board of Appeals, Anne-Marie Page to the Council on Aging and Brad Forrest to the Parks and Recreation Commission.

We are also extremely grateful for the qualified individuals that serve the Town in an official capacity too. During 2020, the Board had the honor to promote Sargent Ralph Leblanc to

the position of Lieutenant. Near the end of the year, the Board once again called on Lieutenant Leblanc to fill the role of Acting Chief of Police due to the retirement of Chief Michael McDonald. The Board also promoted Police Officer Amy Nelson to Sargent and Firefighter Zachary Algarin to Lieutenant. The Board also appointed Ann Loree as Health Agent. All of these individuals came together as a team during the pandemic to keep our Town operating. The pandemic was particularly hard on all of our first responders as a multitude of safety measures had to be implemented to keep them safe. The Board extends a very heart-felt thank you to all of our first responders that battled through the pandemic.

The Board is pleased to report continued progress toward the future development of 50 units of senior housing to be located adjacent to the Senior/Community Center. The selected developer has been working with the Planning Director and the Town Administrator to make this much needed project a reality.

In other pending but significant building and facility matters, the Public Safety Building Committee, comprised of 9 members, continued to work throughout the pandemic with our selected consultant in an effort to submit to the Board a recommendation on upgrading or replacing the current Police/Fire Station, which is no longer adequate to support the responsibilities and requirements of both public safety departments and is also beginning to experience considerable physical deterioration.

In another building matter, the disposition of the old Town Hall, which has been vacant for over a decade since the construction of the new Town Hall, is a subject that will need to be addressed in the next year. The building is unoccupied, is unable to be used for municipal or other purposes in its current condition, and is deteriorating rapidly. Despite several intensive efforts on the part of this Board and the Planning Director, no buyer or viable proposal for its reuse has come forward. The Parks and Recreation Committee is working on an adaptive reuse for the property that will require the removal of the building, but will assist the Library, offer recreation for children and give a nod to the Town's proud history. More to come on this matter in 2021.

The Town and its financial team, in particular Town Treasurer/Collector Melody Smith and Town Accountant Julie Costello were again recognized, for the 6th consecutive year, with a Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association. The Town of Westminster enjoys commendable financial stability due to the efforts of these department heads and

Board of Selectmen & Town Administrator

many other town officials and employees.

Perhaps some of the best news to come out of the pandemic was the fact that Comcast, at the urging of local, state and federal officials (most notable Congresswoman Lori Trahan), was finally going to build out their service on West Princeton Road, Bragg Hill Road and Howard Road. This was news the Town has waited far too long to hear and we are grateful for all of our elected and appointed officials that worked so diligently to make this a reality.

As the elected executive body of the Town of Westminster, we take very seriously our fiduciary and management responsibilities to insure that the Town remains fiscally strong and operationally sound. We would like to thank all Town employees and all elected and appointed volunteer board, committee and commission members who work diligently toward these goals as well.

Heather M. Billings

James A. DeLisle

Salvatore J. Albert, Jr.

(The Board of Selectmen meets every other week on Monday evenings at 6:00 p.m. at the Town Hall, with additional meetings scheduled as needed. Meeting schedules for all town boards can be viewed on the town website at www.westminster-ma.gov. Meetings are also broadcast live on Cable Channel 9 and are available through video-on-demand on the Ashburnham-Westminster Community Access TV website at www.awcatv.org.)



Town Clerk

The Town Clerk's office regularly attends all conferences and courses offered three times a year by the MA Town Clerks' Association in conjunction with State Elections, Vital Records and other state and local agencies so that we are fully trained for running efficient elections, processing vital records, and gaining new knowledge or procedures for the Office of Town Clerk. Due to the pandemic this year, we have attended many virtual meetings and trainings in the place of our conferences to stay up to date with all of the changes in our laws.

Individuals working in the Town Clerk's Office include Town Clerk Ellen M. Sheehan, Assistant Town Clerk Betsy Haley-Cormier, and Department Assistant Cindie Hastings-Brutvan. Cindie has since retired and we now welcome Jennifer Duquette as our new Department Assistant. The Office of the Town Clerk is open Monday through Thursday from 8 a.m. to 4:30 p.m. and Fridays from 8 a.m. to 1 p.m. Contact may also be made through Ellen Sheehan at the Town of Westminster's website at esheehan@westminster-ma.gov.

Our goal is to provide the finest customer service possible to our residents. During COVID, for example, this has meant meeting many residents outside to deliver vital records or Business Certificates and to take Marriage Intentions from engaged couples so they could receive a Marriage License. Even though we had been closed to the public at times, we were always here working and ready to serve with courtesy and respect!

Our office is responsible for maintaining access to all meeting notices and agendas for all departments, boards and commissions. The official bulletin board is located outside the Town Clerk's Office in the Town Hall. All meeting notices and agendas are posted in compliance with the State Open Meeting Law and can be found on the town's website at www.westminster-ma.gov.

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

2020 Population	8077
Births Recorded	65
Deaths Recorded	53
Brought Into Town for Burial	15
Burial Permits Issued	23
Marriage Intentions Recorded	32
Marriage Certificates Recorded	32
Business Certificates Recorded/Renewed	59
Certificates of Registration (Storage Permits)	8
Copies of Vital Records (births, deaths, marriages)	425
Joint Pole Locations Requests	7
Single Pole Location Requests	4
Raffle Permits	1
ZBA Hearing Applications	10
Adoptions Recorded	0

MONEY COLLECTED

Sales (Books, Vital Records, Copies, etc.)	\$ 4,359
Fees (Dog licenses and fines, Marriage Intentions, Business Certs, ZBA Appl., etc.)	\$ 26,549
TOTAL	\$ 30,908

DOG LICENSES ISSUED BY THE TOWN CLERK'S OFFICE:

- 1,364 Dog Licenses
- 2 Kennel Licenses for up to 4 dogs
- 7 Kennel Licenses for 5-10 dogs
- 2 Kennel Licenses for 11 or more dogs

Two rabies clinics were held for our residents – both in March at Wachusett Animal Hospital and at the Gardner Animal Control Facility by Gardner Animal Care.

Town Clerk

LIST OF JURORS

Pursuant to the Massachusetts General Laws Chapter 234A, the Town of Westminster adopted the Middlesex County system of Jury Selection. All jury selections and drawings are handled by the Office of the Jury Commissioner for the Commonwealth. A prospective jury list for 2020 was forwarded to this office by the Office of the Jury Commissioner and may be viewed in the Town Clerk's Office.

ELECTION AND REGISTRATION

REGISTERED VOTERS (December 31, 2020)

	Precinct 1	Precinct 2	TOTAL
Democrat	568	487	1055
Republican	442	479	921
Unenrolled	2129	2091	4220
Libertarian	16	23	39
Green-Rainbow	5	5	10
Interdependent 3 rd	4	1	5
Am Independent	3	4	7
Am Term Limits	0	0	0
Mass Independent	3	2	5
Pizza Party	1	0	1
Socialist	0	0	0
Conservative	4	2	6
United Indep. Party	20	18	38
Constitution Party	0	1	1
Pirate Party	0	0	0
Working Families	0	0	0
Latino Vote Party	0	0	0
TOTAL	3197	3114	6311

TOWN

ELECTION AND TOWN MEETINGS HELD

We conducted our Annual Town Election on June 16th with a total of **236** voters casting their ballots. (This was postponed from April 28th due to the COVID-19 Pandemic.) A Special Town Meeting along with our Annual Town Meeting was held on June 20th. This was also postponed from May 2nd due to the COVID-19 Pandemic.

In addition, a Special Town Meeting was held on November 17th to close out the year.

BOARD OF REGISTRARS

Ken Marien	6/30/2021
Sharon Taylor	6/30/2021
Ellen Sheehan	

STATE ELECTIONS HELD

A Presidential Primary was held on March 3, 2020. A State Primary was held on September 1st and the State Election was held on November 3, 2020. We processed a record number of **Early Voting by Mail** applications and ballots for all three elections. **Early Voting in Person** was held in the Town Clerk's office from August 15th through August 23rd for the State Primary and from October 17th through October 29th for the State Election.

We have had to interpret and put into practice an unprecedented amount of new laws passed due to the COVID-19 pandemic. In addition, our office has had to recruit and train a mostly new staff for three of these elections, since many of our election workers chose not to work during this pandemic. Further, we had to rework space configurations for elections to ensure the safety of our residents while voting at the polls.

This has been a monumental year for all of our Town Clerks to say the least!

All Election Results and Town Meeting Minutes may be found in the back section of this Annual Town Report beginning on Page 154.

Elected Officials

Moderator-3 yrs

John A. Bowen, 110 Narrows Road2023

Board of Selectmen-3 yrs

Heather M. Billings, 19 Bacon Street.....2021

James A. DeLisle, 94 Town Farm Road.....2022

Salvatore J. Albert, Jr, 66 Bean Porridge Hill Road.....2023

Board of Health-3 yrs

Michael G. Popik, 12 Partridge Hill Road2021

Edward J. Simoncini, Jr, 8 Whitney Street.....2022

H. Christopher Redkey, 345 South Ashburnham Road.....2023

Town Clerk-3 yrs

Ellen M. Sheehan, 1 Carpenter Lane.....2023

Assessors-3 yrs

Donald L. Frigoletto, 16 Notown Road.....2021

Robin L. Holm, 34 Sunset Road.....2022

Robert J. Sampson, 15 Fenno Drive.....2023

Library Trustees-3 yrs

Leola M. Leger, 8 Kendall Court.....2021

Cynthia J. Brown, 32 Honey Bee Lane.....2021

Margherita Altobelli, 260 Davis Road.....2022

Martha A. Rainville, 51 Old Oak Avenue.....2022

Kimberly A. Samson, 25 Scenic Drive.....2023

Kristen R. Gregory, 17 Marshall Hill Road.....2023

Hager Park Commission-3 yrs

Christopher C. Mossman, 57 Depot Road.....2021

Matthew E. Pearson, 152 Bragg Hill Road.....2022

Alan J. Wiktorski, 50 Worcester Road.....2023

Planning Board-3 yrs

Jon C. Wyman, 39 Edro Isle Road.....2021

Lawrence R. Skamarycz, 50 Knowler Road2022

(Appt. until 4/21)

John Michael Smith, 27 Old Mill Circle2022

Marie N. Auger, 44 Kent Road.....2023

Daniel T. Bartkus, 150 Bean Porridge Hill Road.....2023

Housing Authority-5 yrs

State Appointee (Vacant).....2016

Brenda M. Albert, 8 Scenic Drive.....2023

Walter C. Taylor, 123 Main Street2024

Peter F. Yraola, 15 Bacon Street.....2025

Constables-3 yrs

Salvatore J. Albert, Jr, 66 Bean Porridge Hill Road2022

Steven L. Couture, 46 Dawley Road.....2023

Cemetery Commission-3 yrs

Stanley Skamarycz, 50 Edro Isle Road.....2021

Paul J. Banks, Jr., 12 Kirali Court.....2022

Shawn O'Leary, 25 Nichols Street2023

Regional School Committee (Westminster Members)

Robert W. Ewing Jr, 27 Shady Ave2021

Janet C. Smith, 13 Battles Road2022

Andrew D. Storm, 78 State Road East2022

Justin M. Sparks, 27 Nichols Street.....2023

Kimberly M. Russo, 7 Partridge Hill Road2023

Appointed Officials

Agricultural Commission

Mary-Louise Altobelli	6/30/2023
Dean Johnson	6/30/2023
John Cook	6/30/2021
Dave Hogan	6/30/2021
Susan Nickerson (alternate)	

Animal Control Officers

Kristen Salerno	6/30/2023
Cheryl Slack	6/30/2023
Alana Meserve	6/30/2023

Board of Registrars

Sharon Taylor	6/30/2021
Ellen Sheehan	6/30/2021
Kenneth Marien	6/30/2023
Ella Denault	6/30/2021

Building Commissioner /Zoning Enforcement Offc.

Paul Blanchard	6/30/2023
Sarah Culgin (alt.)	6/30/2023

Conservation Commission

Daniel Bartkus	6/30/2022
Robert Gendron	6/30/2022
Carrie Monty	6/30/2023
Tim Sheehan	6/30/2022
Gary Smith, Jr.	6/30/2021

Council on Aging

William Antoniac	6/30/2022
Don Barry	6/30/2021
Louise Garland-Wheelen	6/30/2023
Joan Long	6/30/2021
Ann Johnson	6/30/2022
Rebecca Iannacone	6/30/2022
Dot Barrett	6/30/2023
Neysa Miller	6/30/2021

Crocker Pond Rec. Area Comm.

Kathleen Brennan	6/30/2021
Patricia Streeter	6/30/2022
Mary Ann Falconer	6/30/2022
Nicole Johnson	6/30/2021
Heather Billings	6/30/2021
Patricia Streeter	6/30/2021
Sharon Lewis	6/30/2023

Cultural Council

Brenda Malloy	6/30/2022
Patricia Gendron	6/30/2021
Linda McClenahan	6/30/2023
Margaret Romano	6/30/2022
Darcy Linnus	6/30/2021
Cynthia Flynn	6/30/2023
Nancy Swanson	6/30/2023

Historical Commission

Roni Beal	6/30/2022
Elizabeth Hannula	6/30/2022
Joan Longcope	6/30/2022
Carole Bramante	6/30/2023
Nicholas Langhart	6/30/2021

Election Officials (appointed through 8/15/2021)

Susan M. Anderson
Karen Brighenti
Carole Christensen
Annie Cundari
Tammy Dwelly
Lee Ann Gikis
Theresa Grenier
MaryBeth Haley-Cormier
Albert Hughes
Gloria Hughes
Constance Kotoski
Leeann Lamsa
Linda McClenahan
Laila Michaud
Kathy Pelullo
Nan Pierce
Nancy Sides
Susan Yraola

Appointed Officials

Liquor Commission

Michael Denzer 6/30/2021
 Gary McDonald..... 6/30/2023
 Allison Streeter 6/30/2022

Department of Public Works Commission

Lorraine Emerson..... 6/30/2021
 Vance Butterfield..... 6/30/2022
 Ross Barber 6/30/2023

MART Advisory Board

Heather Billings 6/30/2021

Monty Tech School Committee Representative

Ross Barber 6/30/2023

Advisory Board

John Farirbanks 6/30/2023
 Melissa Banks 6/30/2023
 Peter Normandin 6/30/2022
 Lisa Rocheleau 6/30/2021
 Erin Casali..... 6/30/2022
 Joe Serio 6/30/2021
 Dan Stango *resigned*

Personnel Board

M. Clare Rowland..... 6/30/2022
 John Cappellini 6/30/2023
 David Schlier..... 6/30/2023
 Stephen R Hemman 6/30/2022
 Wayne Walker..... 6/30/2023
 Ex-officio Salvatore Albert

Insp. of Plumbing & Gas Piping

Tom Wiinikainen..... 6/30/2023
 James Imprescia..... 6/30/2023
 Wayne Little..... 6/30/2023

Inspector of Wiring

Richard Cannavino 6/30/2023
 Harry Parvianen 6/30/2023

Zoning Board of Appeals

Matthew Kotoski 6/30/2021
 Alan Twomley..... 6/30/2022
 Elizabeth Irvine..... 6/30/2023
 John Bowen (assoc.)..... 6/30/2022
 Glenn Davis (assoc.) 6/30/2022
 Peter Tomasello (assoc.) 6/30/2021

Public safety



Police Department

The Westminster Police Department respectfully submits our annual town report for the year 2020. We, the members of the Westminster Police Department, believe in a policing philosophy that promotes community, government and police partnerships, using proactive problem-solving and community engagement to address the causes of crime, fear of crime and other community issues. Through these alliances we identify public safety problems affecting the quality of life in the community, develop strategies to address those problems, and take the responsibility to implement solutions using all available resources.

The Westminster Police Department currently has 13 sworn full time Police Officers and 5 Reserve Police Officers, 4 full-time civilian Dispatchers, and 3 part-time Dispatchers, an Executive Assistant and one civilian Clerk. This department is also responsible for the oversight of the Town's Animal Control which is currently contracted to the City of Gardner Animal Control.

In 2020 the Westminster Police Department learned to adapt to an ever changing threat while navigating public safety through the COVID-19 pandemic. Through educating our employees about proper personal protection equipment and adequate acquisition of supplies, some through the generous donations from our citizens, we were able to persevere. The department was able to traverse the year with very few staffing issues. The members of the department had to adapt to changes in training and certifications remotely to stay up to date.

The two primary calls for service amongst our citizens this year have been traffic related concerns and fraudulent activity. Traffic related concerns are typically speed complaints and improper driving. We attempt to respond to these traffic complaints in various ways. We have sign boards that post the speed limit and the vehicle's speed operating towards the sign. These signs can often conduct a traffic study to help us understand when the largest traffic concerns are, based on day of the week and time of day. Directed patrols are also used to conduct traffic enforcement in these areas. With the many complaints we receive weekly in various locations

across town, we attempt to assign our officers to the troubled area to encourage proper driving behaviors.

Responding to complaints of fraudulent activity tends to be one of our more complicated occurrences that we take complaints about from our residents. This year we experienced a massive increase of unemployment fraud cases. These investigations require the state to be notified about the fraudulent activity and the police to guide the victim on how to protect their identity. Other prevalent fraud cases which have had large financial impact directly affecting our residents are scams and schemes. The suspect, often contacts the victim through an unsolicited phone call or email, they use various tactics to manipulate the unsuspected person to send the suspect money through wire transfers, gift cards and the latest bit-coins (*virtual currency*). In these sophisticated schemes, once the transfer has been sent it is often extremely difficult to identify the suspect. This is considering that in almost all the incidents the suspect uses the world wide web to conduct their crimes through voice over Internet Protocol (VoIP), masking telephone numbers and fake and fraudulent on-line accounts. By the suspect using the internet or it's features to conduct their crimes, the suspect literally can be anywhere in the world, allowing them to operate outside the limitations of law enforcement. Our most effective effort is to educate the public about these scams and schemes before they fall victim.

The department did incur several personnel changes in 2020. On September 18, 2020 Chief Michael McDonald retired from the position after serving the department for 33 years, just over 2 years as the Chief of Police. With Chief McDonald vacancy, Lieutenant Ralph LeBlanc was named Acting Chief of Police. Ralph LeBlanc began his career with the Westminster Police Department in 1993, first as a college intern and then a part-time officer and dispatcher. In 1995 he was appointed as a full-time patrol officer. He was part of the school resource officers, was a Field Training Officer, a Detective, a Sergeant, and Lieutenant prior to being appointed as Acting Chief.

Officer Max Rameau was also appointed to the position of Full-time Patrolman. Max was a full-time Dispatcher and Part-time Patrolman with the department. He attended the Boylston Police Academy during the winter and spring of 2020. Max has an Associate of Science degree in Criminal Justice and is a life-long resident of Westminster.



Police Department

The department has also seen the addition of four new Part-time Officers in 2020. Michael Ray, formally of Littleton is attending Fitchburg State College and is in his last year of his Bachelor's Degree in Criminal Justice. Shelbi Poulin who had grown-up in Ashburnham is also attending Fitchburg State College and is in her last year of her Bachelor's Degree in Criminal Justice with a minor in Psychology. Holly Doyle of Winchendon is a graduate of Anna Maria College where she received her Bachelor's Degree in Criminal Justice and a Master's Degree in Public Administration. She has 17 years of experience in law enforcement, 10 years with the Connecticut State Police and has attended full-time academies in both Massachusetts and Connecticut. Alexander Griffin is a resident of Fitchburg who is attending Fitchburg State College and in is his 3rd year of his Bachelor's Degree in Criminal Justice. Alex has been a military police officer with the Massachusetts Army National Guard since 2012, was a police officer in Fitchburg for over 2 years and is full-time academy trained.

Each of our Part-time Officers have attended at a minimum, a part-time police academy and all have a formal education in criminal justice. Prior to working uniform cruiser patrol all part-time candidates receive up to 12 weeks of Field Officer Training with a certified training officer. Their training is standardized to be sure particular things are covered throughout their training and their progress and performance is reviewed with the police officer candidate daily. These standards have helped us develop professional competent part-time officers.

This year we received dozens of applications for our part-time officer's position and are very fortunate to have had outstanding candidates. For many years the police department has had the opportunity to hire our Full-time Police Officers from within our Part-time Officers roster. This practice has allowed us to choose our full-time staff from people who have proven themselves over time to be a great fit for our community. Prior to becoming Part-time Police Officer, most

start as a Public Safety Dispatcher, if they have no prior law enforcement training. After completion of training and certification, and once new dispatchers are working on their own, they may be considered for the Part-time Police Officer training process. This first requires successful completion of the Massachusetts Criminal Justice Training



Council approved academy. Preference is often given to those with a degree in Criminal Justice or former military training. In 2020 we enhanced our background checks extensively for the hiring of all officers, to be sure we are hiring the best possible candidates to serve our citizens. This includes speaking with several personal and professional references, neighborhood and residency checks, past employers and they are asked to complete a comprehensive questioner. This has enabled us to have clear picture of the candidates that we are considering to serve in such an important role in our community.

Department Structure

The Westminister Police Department has adhered to a traditional 3-unit structure. Under that structure, the Department was divided into 3 functional Bureaus, or Divisions. Those areas were the Uniformed Patrol Division, the Detective (Investigative) Bureau, and the Administrative Services Division.

Office of the Chief of Police (*Administrative Services Division*)

Acting Chief Ralph LeBlanc serves as the Commanding Officer of the entire WPD. In this capacity Chief LeBlanc has overall responsibility for the actions, conduct and welfare of all members of the Department, Sworn and Non-Sworn. The Chief issues Department Orders and Directives regarding daily operations, and issues Policies and Procedures to provide general guidance to our personnel. Specifically, Chief LeBlanc directly supervises the

Department's 3 Divisions. Additionally, the Chief has responsibility in all instances that require the investigation of Department Personnel. Chief LeBlanc also oversees budgeting and finance for the department.

Chief LeBlanc has an Administrative Support staff consisting of an Executive Assistant to the Chief, Firearms Administrator and a Lieutenant.

Uniformed Patrol Division

The Uniformed Patrol Division (Patrol) represents both the largest and most visible operational division within the Department. Patrol is the function of the Department that most people think of when they talk about "the police." Patrol consists of most of the uniformed elements of the WPD. In addition to front line patrol units that are shift and geographically organized. Patrol is both the heart and backbone of the Department, and is often the first point of contact that a resident has with WPD.

Detective (Investigative) Bureau

The Detective Bureau is an investigative unit within the department. The Detective Bureau is staffed by some of the

Police Department

most highly trained member(s) of the Department. The Detective Bureau is tasked with investigating all major crimes that occur within the town and support patrol by following up on reported crime that patrol does not have the time or resources to pursue. The Detective Bureau often works with area detectives to solve crimes and are members of the North Worcester County Drug Task Force.

Specialty Positions

The Westminster Police Department has officers whose duties are primarily patrol. Though, several officers have added responsibilities that they perform sometimes during their work day and others in excess of their normal work day. These are duties that often require specialized training and are required to stay current with their certification.

3 SROs School Resource Officers

1 Comfort Dog Handler

2 Firearms Trainers

5 FTOs Field Training Officers

1 Child Safety Technician

1 Breath-test Machine Manager

4 RAD & RADKids Instructors (*RAD Rape Aggression Defense / RADKids Personal Empowerment Safety Education*)

Staffing Outlook for the Future.

Full-time School Resource Officer

In fiscal year 2022 the police department is looking to expand our School Resource Officer services to all our schools. At the present time we have been using three patrol officers outside of their normal patrol officer shifts to provide services to our schools. On a regular basis our SRO spend an average of 20 hours a week in our schools during a normal school week. Our SROs spend most of their time making observations of the buildings and identifying that they are secure, while they engaging students, faculty and staff. Building relationships with those students and taking opportunities to mentor and educate them about positive choices. Our SROs regularly help out in classes and teach life skills when called upon, including offering RAD Rape Aggression Defense / RADKids Personal Empowerment Safety Education classes during gym classes and after school.

The School Resource Officer relationship with the schools have proved valuable in offering a supportive environment for the students looking to address social and emotional concerns. We have found working in collaboration has provided insight to the schools and the police department, who often have contact with the same students at different time of their

daily life, addressing similar issues. With each entity having insight into the students, they can work together to help students and their families address these concerns more effectively.

The police department has identified that we could provide almost double the amount of services to our schools and students at a similar cost. If we are to create a dedicated full-time School Resource Officer, this would help us spend more time in the elementary schools, which sometimes get overlooked due to the increased need of the SROs at the high school and middle school. Our SROs have received specialized training in juvenile justice diversion and are very familiar with programs and services which are often called upon by our patrol staff to address juvenile issues, because of the SROs expertise.

Community Outreach Officer

In the very near future the Westminster Police Department is looking to expand our professional services in the coming years to address the increase in mental health calls, substance abuse issues, domestic abuse and senior citizen outreach. These types of concerning circumstances have emerged in our small community and have developed into an increasing need for police services. Due to these increasing needs for specialized services, the Westminster Police Department looks to develop a community outreach officer who specializes in these aspects.

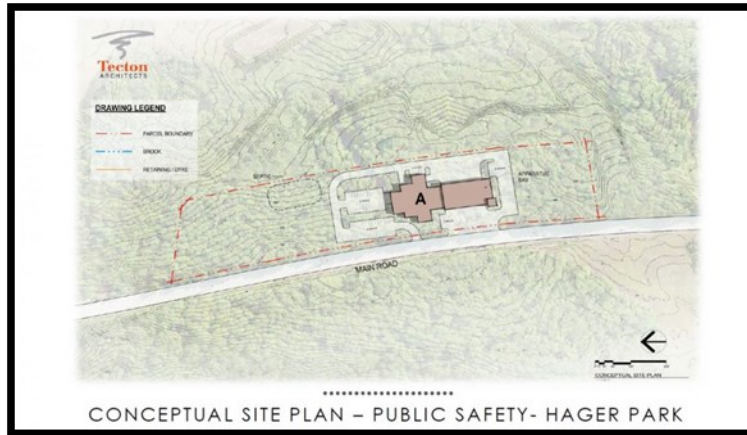
It is not practical to train all our officers in these specialized topics and be sure they are aware of all the services, resources and assistance that can be provided to these vastly different concerns in our community. The patrol officers are often diverted to regular calls for service throughout their shifts making it difficult for them to provide the necessary follow-up to these concerning social and emotional concerns that are effecting our community. The police department has begun to build relationships and partnerships with area substance abuse, mental health and domestic abuse counselors. As well as Senior Center and elder services. These partnerships have proven to be effective, identifying issues and concerns in our community and then making the connection with services. As the police department continues to put the essential pieces of such programs in place, we will be requesting the addition of a Community Outreach Officer in the very near future to help us achieve our goals to better provide these valuable services to our citizens.

At this time the Westminster Police Department consists of 13 full-time officers. The national average per-capita is 2.4 according to the FBI's uniform crime report. In consideration that our estimated population in 2019 was 7,766. It would be legitimate that our department have a force of 18 to 19

Police Department

officers. Our goal to add two officers in the next few years could bring our police force up to 15 sworn officers, which would be practical and increase service to our community.

Public Safety Building



In 2019 the Town of Westminster had a "Public Safety Facility Assessment" done by Tecton Architects of the Westminster Public Safety building which was last updated in 1995. A copy of the report is available on the Westminster Police Department's webpage under "Westminster Public Safety Building" tab. Here you can also do a virtual tour of the current state of the facility. The general finding was that the current location is not suitable to meet our current needs and expansion of the existing building is not feasible.

Learning of the need to address present Public Safety Building concern a site selection committee was formed consisting of over a dozen members of various backgrounds. The committee was charged with identifying possible site locations, as close to its current centralized location as feasibly possible. Balancing location, accessibility, future expansion and economics to identify a future location. As the committee concludes its site selection assignment a "Site Selection Report" will be done and posted on the police departments webpage. The next phase after the site selection will be to identify what type of building to design and identify funding.

Department Training

Members of the police department receive four different levels of training. The first is the state mandated yearly training that is overseen by the Municipal Police Training Committee, which is titled in-service training. Each year the council sets forth the mandatory 40 hours training schedule that every certified officer must partake in to remain certified. The MPTC is also responsible for authorizing which instructors teach the content.

The second type of training our officers receive are

certification and re-certification training, which may vary officer to officer, based on the predetermined standards of the certification. Some of the trainings our officers receive on a regular basis are Taser and Breath-test Operator training. Our Firearms instructors receive regular instructor development training and certification. School Resource Officer's also annually receive training updates as well, to name a few. Our dispatchers are also required to recertify and receive continuing education units yearly.

The third types of training our officers receive are Specialized Training. When a new detective is promoted they would receive specialized training in crime scene investigation, sexual assault investigations, drug taskforce training and other similar types of training. A newly appointed sergeant or lieutenant would be assigned supervisory and leadership type trainings.

Specialty positions, such as our RAD & RADKids Instructors and Field Training Officers are other examples.

Lastly at the Westminster Police Department we provide our officers and dispatchers updated professional development training on topics that evolve over time, such as De-escalation and nonverbal cues for

Law Enforcement Officers, Implicit Bias, Crisis Intervention Team and many other topics or issues that evolve throughout an officer's career.

Ongoing throughout an officer's career, they need to continually be updated about our changes in case-law and legal updates, which happens on a consistent basis. In 2020 our officers were issued 40 legal updates to review and become familiar with. The police department also regularly reviews our policy and procedures, which the officers are assigned to review and are often quizzed on the them. In 2020 our officers were required to review 32 policies and procedures.

Community Outreach Efforts and Programs

This year our officers again participated in Autism Awareness and Breast Cancer awareness months, wearing special patches to recognize these important issues. Also throughout the year the department conducts fundraisers by selling the specialty patches and stickers to raise money for both



Police Department

causes. On October 4th Acting Chief LeBlanc did the Boston Marathon Jimmy Fund Walk virtually throughout Westminster, walking 26.2 miles and raising \$4,000. On Halloween the fire and police departments worked together to collect thousands of dollars in candy and distributed it to over 350 young residents throughout town. During the fall, members of the police department worked with the Senior Center to do a drive thru spaghetti dinner and also deliver holiday meals to dozens of our senior residents. During the month of November our officers joined in No-Shave November, raising hundreds of dollars towards helping area Veterans. In December officers conducted a winter clothing drive for Cradles to Crayons, several bags of new and gently used clothes and a few hundred dollars was donated to help young Massachusetts residents. The police department also partnered with employees of Recover Centers of America to distribute Thanksgiving food boxes and Christmas gifts to area families.



their application, they will pay the licensing fee, submit fingerprints for a criminal records check and meet with the Chief of Police to review their information. Applicants who are renewing their License to Carry and Firearms Identification Cards are required to only fill out the application, pay the licensing fee and update their photograph. In 2020 the police department experienced an increased request for License to Carry permits.

What are we doing for our officers.

This year the police department partnered with an Officer Wellness App called CORDICO. The App provides a centralized location for officers and dispatchers access to therapists, peer support, chaplain support. As well as, the leading officer wellness solution available, by offering confidential in-hand and on-demand 24/7 access, to 40+ modules on topics such as alcohol, depression, emotional health, family support, financial fitness, mindfulness, psychological first aid, sleep optimization, and stress management.

It is a top priority of the Westminster Police Department to provide access to important resources to our officers and dispatchers, which can help them deal with the stress of policing. Law Enforcement professionals are exposed to traumatic calls for service on a daily basis, including child abuse, domestic violence, car accidents and death. Frequent exposure to these stressors and events may be related to the development of mental illnesses, such as anxiety, depression, post-traumatic stress and burnout. With providing our staff with these valuable resources, we will help support healthier officers, who are taking care of our citizens.

Grants Received by the Police Department

Emergency Medical Dispatch Training	\$ 2,006
Support Incentive Dispatch Training	\$33,629
Dispatch Training	\$25,271

Total Grant Reimbursement (*Returned to the General Fund*) \$60,906

** The police department also received a MED Project services grant that allows the police department to conduct a Prescription Drug Tack-back Program through the year. This services historically had cost the department several hundred dollars annually.

Firearms Licensing

The Chief of Police is the licensing authority for License to Carry and Firearms Identification Cards. Citizens and local business owners may apply for their license through the police department. New applicants are required to complete the application, take a state approved firearms safety class, provide proof of residency, valid identification card, birth certificate or US Passport, letter of intent and two letters of reference. When submitting

Westminster Police Department Statistics

Statistical Category	Calendar Year 2019	Calendar Year 2020
Calls for Service	14,486	14,328
Arrests	40	46
Criminal Complaint Applications	89	93
Protective Custody	2	7
Overdose	8	9
Motor Vehicle Stops	1,507	821
Motor Vehicle Crashes	174	117
Emergency 911 Voice	1,644	1,877
Emergency 911 Texts	4	2
Total 911 Emergency Calls	1,648	1,879

Police Department

Westminster Police Department Uniform Crime Reports to FBI 2019-2020

Group A Offenses	2019	2020
Crimes Against Persons		
Murder and Nonnegligent Manslaughter	0	0
Negligent Manslaughter	0	0
Kidnapping/Abduction	0	0
Rape	0	0
Sodomy	0	2
Sexual Assault w/an Object	1	1
Fondling	1	1
Incest	0	0
Statutory Rape	1	4
Aggravated Assault	19	13
Simple Assault	7	21
Intimidation	9	8

Crimes Against Property		
Arson	0	2
Burglary/Breaking & Entering	5	4
Counterfeiting/Forgery	2	2
Destruction/Damage/Vandalism of Property	16	26
False Pretenses/Swindle/Confidence Game	8	11
Credit Card / Automatic Teller Fraud	3	4
Impersonation	7	93
Welfare Fraud	0	0
Robbery	0	0
Shoplifting	3	3
Theft from Building	7	4
Theft from Coin Op Machine or Device	0	0
Theft from a Motor Vehicle	2	5
All Other Larceny	24	29
Motor Vehicle Theft	2	3
Stolen Property	5	4

Crimes Against Society		
Drug/Narcotics Violations	1	6
Pornography/Obscene Material	1	1
Weapons Law Violations	2	3
Total Group A Total Offenses	126	250

Town of Westminster Population Estimate 2019		
7,902 (As listed with NIBRS)		
Total Offences in 2020	250	
Total Arrests 2020	46	
Total Criminal Complaints	93	
(Summoned to Court)		

Group B Offenses	2019	2020
Disorderly Conduct	5	2
Driving Under the Influence	11	8
Drunkenness	2	5
Liquor Law Violations	1	6
Trespass of Real Property	2	2
All Other Offenses	39	36

Group B Total Offenses	60	59

What are we doing in 2021

At the end of 2020 the police department received a \$10,000 grant from the Massachusetts Interlocal Insurance Association towards the purchase of an interactive firearms and use-of-force training simulator called Milo Range. MIIA will be using our program as a pilot program to consider allowing other agencies to apply for similar grants. Our simulator will allow our officers to regularly conduct judgment and use-of-force interactive trainings on a regular basis, utilizing hundreds of high-risk situations with dozens of situational outcome branches on the simulator. The simulator is expected to go on line in March 2021.

Respectfully Submitted

Acting Chief of Police Ralph LeBlanc

Fire Department

Introduction

2020 was a year like no other that we have experienced in our lifetime. The year started carrying on with increasing emergencies and fire prevention work that we experienced in the last few years. Then took a sudden turn with a worldwide coronavirus pandemic and all the changes that have come along with it. Throughout the pandemic, the department saw a record high call volume and remained busy with fire prevention activities as the economy and housing industry began to recover. The Fire Department had to make many changes throughout the year in order to serve the community while maintaining a healthy work force. The department also had to get creative to keep things moving forward and sponsored a local delivery Recruit Training Class with the help of surrounding towns. In the midst of the pandemic, the Fire Department had the busiest year in the department's history. Throughout the year the department saw the promotion of one Firefighter to Lieutenant and the loss of two fulltime Firefighters.

The department finished the year responding to 1,687 emergency calls and completing 931 fire prevention inspections. Due to a persistent increase in emergencies experienced over the last five years, the department is beginning to see weaknesses in its legacy structure. The command staff has identified these deficiencies and proposed changes to correct them in our budget while continuing to be fiscally conscious of the town's financial status. Volunteerism is on the decline due to number of socioeconomic factors that towns and departments of our size and type are facing. Westminster is not unique; this problem is well documented countrywide. With the growth of our community comes an increase in emergency calls as well as inspectional activities. This year's emergency call volume



was significantly busier than the previous two years. From 2018 to 2020 the department saw a 15.69% increase in call volume. Fire prevention inspections were down slightly in 2020 due to the shutdown measures that were taken throughout the year to deal with the virus, but have rebounded as restrictions have been lifted.

Throughout early 2020, the Coronavirus became the department's primary concern.

Due to the virus being a novel virus not much was known about how it spreads, how to protect personnel and how the virus would act in the future. As the department made it through the Spring the dangers posed by the virus became more established and operations were modified to complete our mission while keeping our staff and the community safe.

In response to the aforementioned identified weakness, the Chief requested the promotion of three of our permanent staff to the rank of Lieutenant in the FY21 budget. The selectman approved one of these promotions and after a selection process the department promoted Private Zach Algarin to the rank of Lieutenant in August. In the fall Privates Ryan Major and Zack Spencer resigned as fulltime members of the department. Private Major took a job with the Fitchburg Fire Department and Private Spencer with the Bellingham Fire Department. Shortly after receiving their resignations two jobs were posted, a hiring process conducted and Kyle Halliday and Michael Lemoine were offered and accepted the fulltime positions. Both Privates Halliday and Lemoine have worked for the department as call/per-diem Firefighters for the last few years. They will be completing the required training of our fulltime staff through 2021.

Full-Time Staffing

The Westminster Fire Department currently has eleven fulltime personnel. The Fire Chief, Deputy Chief and Administrator/EMT-B work a weekday administrative schedule.



Fire Department

While the additional eight members, consisting of two Lieutenants and six Firefighters, work rotating shifts to cover the town with two firefighters 24 hours a day, 7 days a week. The department also supplements our fulltime staff with a Per Diem Firefighter 8:00am through 4:00pm, 7 days a week.

2020 saw some changes in the fulltime staff comprising two promotions of existing personnel and the departure of two personnel. In August, Adam Bean's title changed to Deputy Chief from Captain. This change was made to align the rank with the actual job being performed by the departments second in command. Much of the available training is geared towards a departments higher ranking officers in its priority selection. This means that when a class is available it is filled with people of the highest ranks first regardless of the roles they perform, and then continues down the line as room is available. In the Fire Service rank structure the Fire Chief is commonly followed by an Assistant or Deputy Chief, Battalion or District Chief, Captains and then Lieutenants. The Westminster Fire Department has gone thru a period of fifteen or so years with the departments second in command being a Captain, this promotion brings us more in line with the national standard and allows our second in command better access to educational opportunities. The second promotion was of one of our fulltime Firefighters to the rank of Lieutenant. In the FY21 budget we requested the promotion of three of our fulltime Firefighters to the rank of Lieutenant. A Lieutenant is a working line officer but for us will also be our shift commander or the officer in charge for the 24 hour period that he/she is working. This budget request for three Lieutenants was designed to provide the town with a supervisor on duty 24x7x365 to supervise the remainder of our Fulltime/Per-Diem/On Call Firefighters. After the budget process the town approved the promotion of one Lieutenant and after a comprehensive selection process Pvt. Zach Algarin was promoted to Lieutenant.

Also in 2020, two Fulltime Firefighters resign their Fulltime positions after taking jobs in other communities. Pvt. Ryan Major resigned after accepting a Fulltime job with the City of Fitchburg and Pvt. Zach Spencer resigned to take a Fulltime job in Bellingham. The jobs were posted and after a comprehensive hiring process we hired Pvt. Kyle Halliday and Pvt. Mike Lemoine as members of our Fulltime staff. Both

have some additional training to complete over the next twelve months but they both have worked for us previously as On Call/ Per-Diem Firefighters so that are not totally new to the town.

On-Call Staffing



Throughout 2020, the department was able to train two additional on-call firefighters in the midst of the pandemic. These two firefighters are vitally needed on-call staff as the department is still experiencing a significant shortage of on-call firefighters. Through 2020 the department interviewed 11 potential on-call firefighters. In order to become an On-Call Firefighter. Interested parties complete a background check, pass a firefighter specific physical and pass a Physical Abilities Test. After the successful completion, they then can become a town employee and are sent to a six-month training program. This consists of two nights a week and one day every weekend at the Mass Fire Academy in Stow. This process is explained in the initial interview as it is a substantial commitment for both the town and the interested party. After these 11 initial interviews only 2 town residents decided to continue with the process.

Due to the pandemic the Massachusetts Firefighting Academy shutdown training for the Call/Vol program. This created a major problem for our two new recruits who would now have to wait over a year to complete their training. Westminster wasn't alone in this and seven of the surrounding communities voiced the same concerns. Prior to the State Fire Academy offering the Firefighter 1 & 2 program for Call/Volunteer Firefighters, we used to provide the training locally. In Westminster then Deputy Chief Charles Clarkson spearheaded to program for our region and trained hundreds of Firefighters in Northern Worcester County over his time on the department. With the State Academy shut down Deputy Chief Bean took a lead role resurrecting the program that Deputy

Fire Department



Chief Clarkson created back in the 1990's to provide the training in house. With the help from the seven communities involved we were able to train 17 recruits to the Firefighter I/II standard. Each community shared in the burden of providing equipment, instructors and apparatus, making it possible. In honor of Deputy Clarkson the student with the highest academic grade, least practical deficiencies and best attitude was awarded the first ever Deputy Chief Charles Clarkson Award. For the 2020 Rookie School this recruit was Steve Robinson from Westminster. A big thank you goes out to all those from Westminster and other communities who helped staff instructor and support roles throughout the program. Without their help this program would not have been possible.

Finding citizens who are willing to dedicate their time to training for over six months is difficult. This was evaluated holistically on how the department can help relieve some of that burden and maintain adequate numbers on the On-Call department to complete our mission. The recruit program being offered locally is currently being evaluated as a long term solution to help reduce the time spent driving to the Massachusetts Firefighter Academy. Based on potential on-call recruits in the future the department may decide to pursue another training program.

Call Volume

The department completed 2020 with 1,687 incidents. This was the busiest year in the departments history. As the call volume increases the need to staff additional firefighters on duty is here. During the summer a request was made to the Selectmen to allow the department to apply for the SAFER Grant. The SAFER grant is an annual grant program put on by

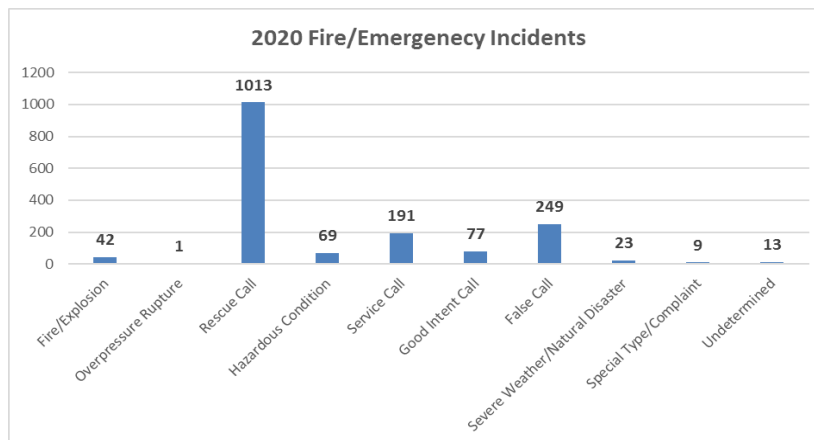
Type	Total	Percentage
Fire/Explosion	42	2.50%
Overpressure Rupture	1	0.10%
Rescue Call	1018	60.30%
Hazardous Condition	70	4.10%
Service Call	192	11.40%
Good Intent Call	81	4.80%
False Call	250	14.80%
Severe Weather/Natural Disaster	24	1.40%
Special Type/Complaint	9	0.50%
Undetermined	0	0.00%
Total	1687	100.00%

FEMA to provide communities with the finances needed to increase full time staffing. The grant criteria changes from year to year but for this budget cycle FEMA is offering 100% of the salaries and benefits for each Firefighter for a three year period. The department will be applying once the application period is opened for four additional fulltime Firefighters. On average, the fire department responded to 4.62 calls per day and these additional positions will give us three fulltime Firefighters on duty 24x7x365, supplemented by the per-diems from 8am-4pm.

The call demographic remains around 60% Rescue Call and 40% Fire Response so when you tie in our staffing model to this it takes a minimum of 2 Firefighters to staff one ambulance and according to the NFPA standard for Fire staffing we should have four Firefighters on each fire apparatus. If awarded the grant we will be much closer to achieving the staffing goal laid out in the NFPA standards a majority of the time for our first out truck and will still rely on our On Call and off duty Fulltime Firefighters to staff the other two Engines and the Ladder truck coming in from home.

In 2020 the department broke to previous incident record by 126 emergency incidents. Based on historical monthly averages this increase equivalent to adding an additional months call volume. As the department moves into the future the need for additional staffing has arrived. Proposed in the Fiscal Year 2022 Budget per diem firefighter coverage has been requested to be increased from eight hours a day to 16 hours a day. This will provide the department with three personnel on duty for approximately 85% of the time. Having another firefighter on duty allows for response to back-to-back

Fire Department



selected a Ford F-550 truck type ambulance. In 2018, Chevrolet stopped offering a diesel motor in their van cut ambulances. Because of this, other solutions were looked at and the Ford vehicle was selected. The vehicle is equipped with 4x4 which was a major criteria of selection. In Early 2020 the Town saw a prolonged and severe mud season where the previous ambulances were not able to serve. In the areas affected mutual aid was planned to be called initially for the treatment of patients.

calls, inspections and the completion of the ancillary duties such as vehicle inspections, training and equipment maintenance.

Emergency Medical Services

The largest change the department made in the EMS Service during 2020 was the change to Leominster Hospital for Medical Control. The department also took delivery of Ambulance 2's replacement.

In July the department moved to Leominster Hospital for Medical Control of the Ambulance Service. As part of that change Doctor Laurel O'Connor has taken over as the departments Medical Director. This move was necessary for the department to grow and continue to provide the high level of care that our citizens deserve. Some of the larger changes that are underway and will be implemented in 2021 are the use of Ketamine in the field and the start of a Community based medicine program. Ketamine is a drug available for the treatment of pain and psychosis that is not a narcotic. With the prevalence of opioid addiction nationwide, this offers another tool in the toolbox for treatment of patients in severe pain. Additionally, the department started the process of gaining approval to provide Flu and COVID vaccinations. Approval has been gained by the Medical Director and the training will take place in early 2021. This will allow members of the Fire Department to provide vaccinations and will help not only with the current pandemic but with the potential of future crisis.

The department took delivery of Ambulance 2's replacement. A committee was formed to review the needs of the department and design a vehicle to service the community. The committee

Throughout the COVID-19 pandemic the department has been successful in adapting trainings to fit socially distant and virtual guidelines. This past year the department was able to offer more EMS in-house trainings to include Advanced Cardiac Life Support, with department staff becoming certified as instructors.

Throughout the year the department has been working with mutual aid companies to offer the most streamlined and efficient EMS services to the Wachusett Mountain and Leominster State Forest recreational areas. Joint trainings have been held with Princeton Fire, Sterling Fire, and the District 8 Technical Rescue team. With an increase in outdoor recreation, specialized equipment has been adapted to EMS operations including ice crampons, GPS's and thermal imaging cameras. Slated for 2021 the department will continue this trend by adding more virtual classes, and special training opportunities through local facilities.

Ambulance Calls By Level of Care

Hospital	Occurrence	Percentage
Dead at Scene	6	0.62%
No Treatment Required	13	1.34%
Patient Refused Care	195	20.06%
Treated and Released or Re-fused Transport	20	2.06%
Treated, Transferred Care	2	0.21%
Treated, Transported by EMS (ALS)	447	45.99%
Treated, Transported by EMS (BLS)	287	29.53%
Treated, Transported by Private Vehicle	1	0.10%
Unknown	1	0.10%
Total	972	100%

Fire Department

Ambulance Call by Destination

Destination	Occurrence	Percentage
Health Alliance - Leominster	344	35.39%
Heywood Hospital	337	34.67%
Other, In-State	6	0.62%
St. Vincent's	6	0.62%
UMASS Memorial	4	0.41%
UMASS University	37	3.81%
No Destination	238	24.49%
Total	972	100%

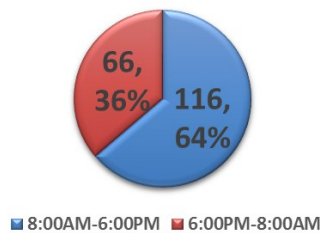
Back-to-Back Calls

In 2020 the Department encountered 182 back-to-back calls. The two previous years a large increase in the amount of back-to-back calls were experienced.

2020 was no exception and the Department saw an increase in back-to-back calls. Out of the 182 calls, 116 of these occurred during the hours of 8:00am through 6:00pm and 66 occurred from 6:00pm through 8:00am.

Out of the 116 EMS related calls, the Department was able to staff the second ambulance for 63 transports. Mutual aid from another agency was requested for 36 transports and 38 of the calls were non-transports. Some incidents have more than one patient such as motor vehicle accidents

2020 Back to Back Calls By Time of Day



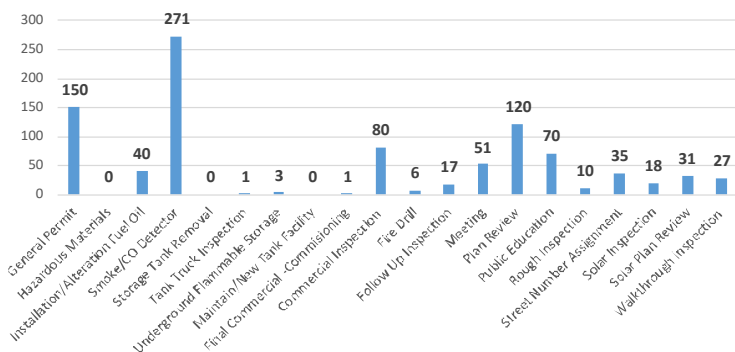
which is why there were 137 patient contacted during the 116 incidents.

The biggest factor with the department being able to cover the majority of the incidents during the week day is due to supplementing our fulltime staff with a per diem. This person allows one staff member to be available to perform inspections while the ambulance is tied up on a call. This also leaves one person available to cover a second call with the Chief, Deputy or off duty staff coming in from home.

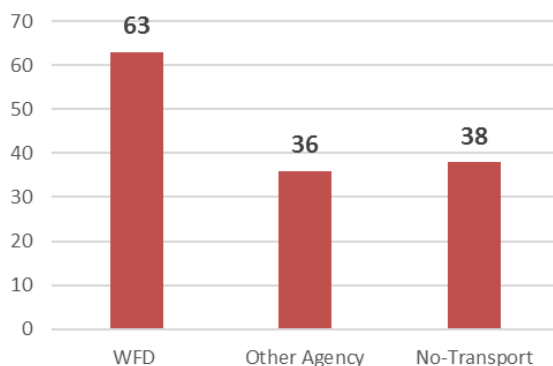
Fire Prevention

2020 was a different year for the fire departments fire prevention program. In conjunction with an Executive Order from the State Fire Marshall, all inspections were deferred from March until July. The focus of this order was to keep first responders available and healthy for core essential functions. Westminster is no different than many small communities where the firefighters performing inspections are the same firefighters who staff the ambulance or fire engines. Once this deferment ended all of the outstanding inspections were completed.

2020 Fire Prevention Inspections/Permit



2020 EMS Call Break Down



Throughout 2020 the Town added 39 new residential units, 37 being single family homes and one duplex. A good portion of the fire departments fire prevention activities are directly tied to the residential market. This includes the sale and transfer of property, new construction and addition/renovations. The Lighthouse Lane subdivision is nearing completion for 2021, and work continues to be steady on the White Pine Drive subdivision. Single lot ANR plans continue to be a large source of new construction.

All of the fulltime staff are trained to the Fire Prevention

Fire Department

Officer – Basic level with four members being credentialed as Fire Prevention Officer – Level 1. This training provides a consistent level of code enforcement throughout the department. Chief Butterfield was re-elected to serve on the Board of Directors for the Massachusetts Fire Prevention Association until 2022.

Fire Investigation



The Fire Department continues to investigate all fires in accordance with Massachusetts General Laws in conjunction with our partners from the Westminster Police Department and the Massachusetts State Fire Marshals office. All fires are investigated and when appropriate, all legal options are followed.

Pvt. Bennett Chadbourne continues to be the lead investigator for the department. He has completed half of the training available to fire investigators through the Massachusetts Firefighting Academy. Through 2020 Pvt. Chadbourne investigated two intentional arson fires that occurred in Westminster.

Public Education 2020 was a difficult year for fire prevention due to the COVID pandemic. Lt. Algarin was able to perform some Senior SAFE Activities on a one on one basis in homes. Lt. Algarin was also able to provide the local Girl Scout troops with classes on first aid and a socially distanced tour of a fire truck. The Fire Department's public education focuses the majority of its' efforts in the spring time. With school being performed remotely for the majority of the spring our normal activities were not able to be completed. Lt Algarin was able to attend the virtual Public Fire and Life Safety Educator Course (PFALSE). This is a 40 hour course that prepares SAFE educators to go out into the public and teach fire safety to all age groups.

Specialty Community Services

Operation Trick of Treat Due to a limit on the size of gatherings, the Annual Halloween Bonfire was sadly cancelled. In response to this, in conjunction with the Police Department, Operation Trick of Treat was formulated. The Departments took donations of candy from the community and the Police and Fire Departments delivered the candy to pre-registered households. Throughout the evening on Halloween over 500 children were delivered candy.



Event Planning The department continues to be part of the community event planning. Due to the pandemic the departments typical community role was greatly reduced. We look forward to 2021 and continuing to build community relationships.

Mid-State Mutual Aid Westminster is a member of the Mid-State Fire Mutual Aid Association. Locally each Fire Department relies on mutual aid for not only man power but equipment resources as well when incidents exhaust or overwhelm the community in which the incident is occurring.

Department Training The Department normally holds a minimum of 12 monthly paid trainings a year. These trainings cover topics that are required on an annual basis and new skills. These trainings offer a refresher or update on current skills and the introductions of new skills. Like all professions the fire service changes over time and it is important to stay up to date on the news skills, tactics and strategies.

The biggest problem in regards to training that the Fire Department faced during 2020 was the limit on gatherings sizes by executive action of the Governor. Some training was cancelled early on during the pandemic due to difficulty catering training with gathering restrictions. By the summer

Fire Department

time training was restarted and changes were made to stay in compliance with gathering limitations.

Apparatus

Engine 1 - (2019) KME. The vehicle has a 1,500gpm pump with 1,250 gallons of water and equipped with Class A foam for ordinary fires, this Engine is the primary attack truck for structure fires. This vehicle is two years old and in excellent shape.

Engine 2 – (2001 Class A Pumper) KME. This vehicle has a 1,500gpm pump with 2,500 gallons of water. This vehicle is also equipped with a Class A foam system which increases the vehicles fire suppression ability. This vehicle is a dual role vehicle able to perform as an attack pumper or a tanker for incidents in the areas of town with no hydrants. This vehicle was refurbished in 2016 and is in moderate shape. The vehicle is starting to show its age.

Engine 3 – (2013 Class A Pumper/Rescue) KME. This vehicle is a dual role Class A pump and Rescue. The vehicle has a 1,500gpm pump with 1,000 gallons of water. The vehicle is equipped with Class A and B foams allowing the vehicle to increase its fire suppression capability as well as fight flammable liquid fires. This vehicle serves as the department's heavy rescue carrying the specialty rescue items such as the Jaws of Life, structural cribbing, water/ice rescue and many other items. The vehicle replaced two vehicles Engine 4 and Rescue 1 combining their capabilities into one vehicle. This allows the department to perform work more efficiently with the decreasing number of on-call firefighters. This vehicle is good shape.

Tower 1 – (2005 Ladder Truck) KME. The vehicle is a 95-foot aerial ladder with a bucket. This vehicle is equipped with a 2,000gpm pump and a 300-gallon water tank. This vehicle is in fair condition but will be in need of refurbishment in the coming years. It is scheduled to receive a refurbishment in two years.

Engine 5- (2008 Mini-Pumper) CET. Engine 5 is a multi-role vehicle with year round capability having 4-wheel drive, 500gpm pump and 300 gallons of water. The vehicle responds for brush fires, fires where there is restricted response such as Leino Park due to weight restrictions on the bridge and for responses where the larger vehicles are not suited such as

dirt or rough roads. The vehicle is also equipped with a Class A foam system and a Compressed Air Foam system to increase the initial fire suppression capabilities of the vehicle. This vehicle is fair shape and should meet its expected life expectancy.

Car 1 - is a 2020 Chevrolet Tahoe that is designed for emergency response and as a command vehicle. This vehicle was placed in service in March of 2020 and is in excellent shape.

Car 2 - is a 2016 Ford Explorer designed for emergency response and as a command vehicle. The vehicle is in moderate shape and is scheduled to be replaced in the coming years.

Car 3 - is a 2013 Chevrolet 3500 equipped with a plow and is used for daily inspections and as incidents require. This vehicle is in fair shape.

UTV – The UTV is a 2016 Gravelly UTV. The vehicle is designed for multiple roles including brush fire response in remote locations, rescue/transport of injured parties in remote locations and use during large events as a quick response vehicle. The department has seen and continues to have incidents in remote locations where we once relied upon mutual aid from other communities for a UTV vehicle where now the department can handle many of these calls ourselves.

Ambulance 1 – This is a 2016 Chevrolet Chassis with a Braun ambulance body. This ambulance responds to medical emergencies and transports patients to the hospital. This ambulance is in good condition.

Ambulance 2 – This is a 2020 Ford F-550 with a Braun ambulance body. This ambulance responds to medical emergencies and transports patients to the hospital. This vehicle will go into service in the winter of 2021.

Station

In 2017, the town voted to fund a public safety building feasibility study to evaluate the current building which was built in the mid-1990's. The Selectmen appointed a Public Safety Building Feasibility committee in 2018 which in turn selected Techton Architects. This study was published in the

Fire Department

spring of 2019 after which the Selectman authorized the committee to re-convene and discuss the next step in planning for the future building needs for the Department. This committee has worked through 2020 on site selection. The committee expects to publish their findings and selected site in early 2021.

The 2019 Study and Virtual Tour can be found on the Fire Department website.

Future

The Westminster Fire Department is an all hazards response, prevention and education agency. The Department strives to provide the highest level of service to the community as possible. In 2020, the call volume increased significantly posing a new challenge to the department. For 2021 additional per diem staffing hours has been requested to meet this demand. As the town grows and demands on the Department increase, our staff adjusts to meet the challenge.

Please contact the office if you have any questions.



Fire Chief Kyle S. Butterfield
Westminster Fire Department
7 South St. Westminster, MA 01473
(978)-874-2313 x200 – kbutterfield@westminster-ma.gov

Emergency Management

Introduction



2020 was a very different year for Emergency Management due to the pandemic. In a normal year, Emergency Management works with our Federal, State and Local partners to monitor and prepare for weather related and Homeland Security events. With Covid-19, Emergency Management partook in daily conference calls, requested/delivered PPE and cleaning supplies to Town Departments and assisted departments with preparedness and response concerns.

After mid-March, the Emergency Management Department began to work with State and Federal agencies to coordinate response to the Covid-19 Pandemic. As the primary contact for MEMA (Massachusetts Emergency Management Agency) and FEMA (Federal Emergency Management Agency), Emergency Management partook in daily conference calls where the most up to date information was disseminated to departments. As the threat of the virus took shape these calls became weekly, monthly and later quarterly.

At the initial height of the first wave in the springtime the department played a supporting role throughout town. There were supply chain shortages for personal protective equipment including respiratory protection, eye protection and disinfecting supplies. Emergency Management was able to source these items for purchase through vendors as well as submit requests for items that were delivered by MEMA and the National Guard.

In part to the virus President Donald Trump signed an official Declaration of Disaster on March 13, 2020. This declaration provided needed resources to combat the virus, it also provided for 75% reimbursement for materials purchased to respond to the virus. The department submitted the first round of

reimbursements to FEMA and as of the time of this report are awaiting approval. With an incident the size of this that affected every community in all 50 States the process will be slower than a regional event due to the sheer scope.

Preparation

The focus of Emergency Management has traditionally been to prepare for weather, Homeland Security Events and other large-scale emergency events. In 2020, the threat of Covid-19 became the emergency that the department began to prepare for. This was done with regular conference calls with MEMA, the Department of Public Health, local medical agencies and FEMA. The threat of the virus rapidly required the department to switch from preparedness mode to response mode.

The virus was not the only emergency event faced in 2020. Emergency Management faced a rain and wind event in August, which caused a moderate duration power outage throughout town. The Town experienced a major wind event in October which caused town wide tree damage, power outages and blocked roadways. Lastly in December the department faced an icing and wind event which caused another round of downed trees and power outages. Throughout these events, Emergency Management conducted multiple conference calls for statewide meetings with MEMA and power supply agencies to review response and restoration activities.

Comprehensive Emergency Plan

The Town's Comprehensive Emergency Plan is an all hazards plan maintained by Emergency Management, designed to guide resources in their response to various types of emergencies throughout the town. These include floods, hazardous materials release, blizzards, and ice storms for example. MEMA postponed a good portion of their expected trainings due to limitations on gatherings and began to work on the creation of virtual programs. The department continues to attend these trainings and will continue to work on the town's emergency plan.

Activities

In 2020, the following are examples of activities that Emergency Management partook in.

- Emergency Management holds meetings between the Deputy Director and Director.
- Review the Emergency Shelter and create a PPE list to replace aging or outdated items.
- Maintenance of Mutual Aid Agreements between other communities and other outside agencies.
- Attend quarterly Emergency Management Meetings held by MEMA.
- Participate in planning meetings with local Utility

Emergency Management

Companies, Unil and National Grid being the primaries.

Maintain Code Red and provide community alerts as needed.

Work with MEMA, FEMA and other outside agencies
Addition of and field test of a mobile repeater system.
Procurement of PPE and cleaning supplies.

Personnel

Due to lesson learned in 2020, the focus of Emergency Management in 2021 will be the rebuilding of the volunteer core. The pandemic exposed areas for improvements. The department relies on firefighters who have retired from the department and civilian volunteers. The challenges faced in 2020 with the Covid-19 virus places these members at greater risk than a core of younger volunteers. The department continues to operate with a Deputy Director and two additional members who are retired members of the department. It is expected that in the near future these members will have to change their current roles.

Equipment

Emergency Management maintains equipment related to its function. There are six radiation detection devices dating back to the Civil Defense time. The Regional Homeland Security Council received a grant through FEMA to place new radiation detection devices throughout the district. Westminster was selected as a site for one of these detectors. As part of this the department will receive training on how to use the device. This will be part of a regional effort that we expect to take place in mid 2021.

Preparedness

Emergency Management encourages all residents to have a kit prepared to be self-sustainable for 72 hours or longer. In 2020, the consumer market experienced supply chain shortages for basic items, limited food supplies and moderate duration power outages. Residents should plan to be self-sufficient by preparing a plan for basic supplies. Some of the items residents should plan for are one gallon of water per person per day, three days' supply of nonperishable food, flashlight, batteries, a way to charge electronic devices and a small first aid kit. Medications should be included in the plan. For further information, please visit FEMA's www.ready.gov/kit

Code Red

Code Red will continue to be maintained for emergency and mass notification to residents. Code Red is used to quickly relay information to the community. Residents are able to sign up through our website to receive alerts and manage how they are notified. In addition, a smartphone app is available for download.



Future

Moving into 2021 and beyond, the Westminster Emergency Management Department will seek new volunteers. One weakness in the Town's response is the shrinking number of Emergency Management volunteers. This staff has traditionally been bolstered by retired members of the Fire Department. As these members age out or move from the area, new members will be needed to replace them.

Anyone interested in joining the Emergency Management Department should contact the Emergency Management Director at 978-874-2313 ext. 200

Please contact us in the office if you have any questions.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "K. S. Butterfield", with a stylized flourish at the end.

Fire Chief Kyle S. Butterfield
Emergency Management Director
Westminster Fire Department
7 South St. Westminster, MA 01473
(978)-874-2313 x200 – kbutterfield@westminster-ma.gov

Animal Control

Animal Control Officers

Senior Animal Control Officer: Kristen Salerno

Animal Control Officer: Cheryl Slack

Animal Control Officer: Alana Meserve

Our 3 Animal Control Officers provide Animal Control Services to four of the area cities/towns – Gardner, Hubbardston, Westminster and Ashburnham. Since we regionalized in 2014 with Ashburnham and Westminster, it is our goal to make this region a model for other Animal Control Agencies.

We provide temporary housing for approximately 400-500 stray and surrendered cats and dogs in any given year. We respond to over 1800 animal-related calls annually. We also provide 10-day rabies quarantine housing for unvaccinated animals that have bitten either humans or other domestic animals.

Each year we try to have 2 rabies clinics also providing free microchipping for the community pets, 2020 we were only able to host one due to COVID-19. Microchips provided by A.C.E and rabies vaccines provided and administered by Gardner Animal Care Center.

Our primary service is that of public health and safety. We are well-versed in rabies and zoonotic disease issues for the safety of our citizens. Our officers respond to domestic animal-related calls seven days a week from 7am-5pm and will respond to emergency calls 24 hours per day, 365 days per year. Each Animal Control Officer is certified through the Massachusetts Animal Fund and Animal Control Officers Association of Massachusetts. Our ACO's attend continuing education classes year-round.

It is my pleasure to continue to serve and provide animal control service and education to the residents of our region.

Respectfully,

Kristen Salerno

Senior Animal Control Officer

Gardner, Hubbardston, Westminister, Ashburnham

200 Main St

Gardner, MA 01440

978-230-2516



Department of Public Works

Department of Public Works

HIGHWAY DEPARTMENT

The total snowfall for the 2019/2020 winter season was 59-inches. There were 42 storms, 12 snow and 30 snow/rain mix related. The heaviest snow fell on November 8th which produced 14-inches of snow.

Town Funds were used to accomplish the following:

Cold Planing / Asphalt Milling

East Road
Gatehouse Road

Paving

Battles Road – Shim paved sections with town owned paver
Bolton Hill Road – Shim paved sections with town owned paver
Church Street – Shim pave with town owned paver
Davis Road- 1 ½ inch Top
East Road – 1 ½-inch top
Gatehouse Road – 1 ½-inch top
Lovell Street – Shim paved sections w/town owned paver
South Street – 1 ½-inch top
Spruce Road – 1 ½ inch top
Turnpike Road – thin overlay
West Princeton Road – 1 ½-inch top

Drainage Improvements

Bathrick Road – 20 feet 12-inch High-density polyethylene (HDPE) pipe
Davis Road – 270 feet 10-inch HDPE pipe, 2 new catch basins
Ellis Road- Replaced 2 catch basins
Frog Hollow Road – 10 feet 10-inch HDPE pipe
Needham Road – 210 feet 10-inch HDPE pipe, 1 new catch basin
Ridge Street – 140 feet 12-inch HDPE pipe, 2 new catch basins
Spruce Road – 220 feet 12-inch HDPE pipe, 1 new catch basin

Street Sweeping

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

Brush Cutting Brush was cut on the majority of Town Roads.

Other Items/Work

A 2020 CAT 930M Loader with plow/wing was purchased this year.

A 2020 Ford F350 was purchased this year.

WATER DEPARTMENT

There were 11 new services connected to the distribution system during the year. The number of service connections is now 1,303.

Daily water analyses for chlorine, fluoride and turbidity levels were all within the acceptable limits.

There was 3 water main breaks and 4 service leaks repaired during the year.

WATER CONSUMPTION DATA

MONTH	GALLONS	MONTH	GALLONS
January	13,445,000	July	18,095,000
February	13,051,000	August	17,640,000
March	13,164,000	September	15,697,000
April	12,299,000	October	14,218,000
May	15,664,000	November	13,056,000
June	17,338,000	December	13,307,000
TOTAL	176,974,000		

Average Daily Consumption =	483,536 gallons	
Largest Daily Consumption =	July 29, 2020	846,000 gall
Largest Weekly Consumption =	June 21 – June 27, 2020	4,714,000 gall

Water Department Comparative Table

CALENDAR YEAR	TOTAL (GALLONS)	LARGEST DAY (GALLONS)	LARGEST WEEK (GALLONS)
2016	128,662,000	714,000	3,455,000
2017	113,827,000	555,000	2,857,000
2018	134,369,000	859,000	3,589,000
2019	164,506,000	816,000	4,165,000

SEWER DEPARTMENT

There were 16 new services connected to the collection system during the year. The total number of service connections is now 824.

There were 5 residential grinder pumps repaired/rebuilt/replaced during the year.

During the year, 63,684,380 gallons of sewerage passed through our system and into the City of Fitchburg collection system.

Department of Public Works

Sewer Use Comparative Table

CALENDAR YEAR	GALLONS TO FITCHBURG
2016	55,854,656
2017	65,224,104
2018	75,944,440
2019	72,568,716

SOLID WASTE DEPARTMENT

2,796 tons of Municipal Solid Waste (MSW) was generated at the Drop-Off Center during the year.

SOLID WASTE COMPARATIVE TABLE

CALENDAR YEAR	TONS OF MSW
2016	2,401
2017	2,580
2018	2,515
2019	2,566

694 residential vehicle sticker permits were issued during the year.

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

700 drop-off permits to dispose of special fee items were issued totaling \$19,750.00.

DROP-OFF FEE ITEM COMPARATIVE TABLE

MONTH	FREON ITEMS	TIRES	MAT- TRESS	PROPANE TANKS	CRT's (TV's)
JANUARY	8	7	28	4	17
FEBRUARY	5	0	11	3	16
MARCH	3	0	9	3	7
APRIL	2	1	9	2	5
MAY	10	5	15	6	14
JUNE	28	8	42	19	38
JULY	27	5	33	4	22
AUGUST	26	15	37	5	32
SEPTEMBER	36	11	47	9	36
OCTOBER	24	9	34	3	28
NOVEMBER	28	14	48	8	46
DECEMBER	5	0	23	1	24
TOTALS	202	75	336	67	285

Respectfully submitted,

WESTMINSTER PUBLIC WORKS COMMISSION

Lorraine J. Emerson, Chairman

Vance A. Butterfield

Ross W. Barber

Joshua W. Hall, P.E.

Director of Public Works

Patrick J. Haley

Assistant Director of Public Works

Peter R. Martineau, Jr.

Water/Sewer Foreman

Tree Warden

As Tree Warden, I am responsible for the care, control and maintenance of all public shade trees, shrubs and growths in town, except those within a state highway, and those in public parks or open places under the jurisdiction of park commissioners, and shall have care and control of the latter, if so requested in writing by the park commissioners, and shall enforce all the provisions of law for the preservation of such trees, shrubs and growths.

I am also responsible for enforcing the Shade Trees Law Chapter 87, of the General Laws of the Commonwealth of Massachusetts.

Work performed this year included removal of hazardous limbs/trees as well as dead or dying trees. This work was performed on the following roads/areas:

Academy Hill Road, Bacon Street, Bolton Road, Dawley Road, Dean Hill Road, Ellis Road, Frog Hollow Road, Harrington Road, Knowler Road, Leominster Street, Minott Road, Mt. Pleasant Cemetery, Nichols Street, Oakmont Avenue, South Street, Spruce Road, Town Farm Road, West Princeton Road and Whitmanville Road.

A townwide tree health survey was conducted this year to identify and map street trees in poor health that pose a risk to the public and to overhead utility lines. The inventory included

stress level, defective parts, mitigation recommendation and priority. A total of 128 at risk trees were found to be either dead or requiring limb removal. The work on the risk trees is planned for 2021. Future surveys are being planned on a two or three year cycle to manage the health of street trees. I will be applying for an Urban and Community Forestry National Grid Partnership Challenge Grant in 2021 to support a survey in 2022.

An inventory of trees at Mt. Pleasant Cemetery was established this year. 83 trees (11 species) were identified and mapped. Trees were assessed for condition, health and vigor as well as recommended risk and removals. In addition, tree/soil care, structural support and pest management treatments were also recommended. I will be working with the Cemetery Department to determine phasing of the recommended mitigation measures this year.

Respectfully submitted,

Joshua W. Hall

Tree Warden



Cemetery Department

The Westminster Cemetery Commission is empowered with the sole care, Superintendence and management of all public Burial grounds in the Town of Westminster. Woodside Cemetery located at 9 Narrows Rd. Mount Pleasant Cemetery located at the intersection of Ellis & Knowler Rd. Whitmanville Cemetery Located across from 245 South Ashburnham Rd. The Cemetery Office is Located at 9 Narrows rd. Normal Working hours are from 7 A.M. to 3:30 P.M. Monday thru Friday. For Cemetery Business Please contact us at 978-874-7415.

Respectively submitted
Stanley V. Skamarycz
Shaun O'Leary
Paul Banks

The Cemetery Department improvements in 2020 , A New Sign at Whitmanville Cemetery. A big Thank You to Doug Young for making the sign & donating it to The Cemetery Department. The Cemetery Department purchased a new Back hoe in 2020. The Cemetery Department would like to Thank Westminster Residents for their support for this purchase. The Cemetery Department & Tree Warden are working closely on a Tree care Plan for Mount Pleasant Cemetery. The Cemetery Department Would like to Thank The DPW for their assistance throughout the year it is very much appreciated. There were 17 Full Burials, and 15 Cremation Burials in 2020. Compared to last year where we had 22 Full Burials, and 21 Cremation Burials. Fees Collected from the sale of lots were \$11,300.00 of which \$5,650.00 went into Perpetual care fund principal as of 12/31/2020 is \$211,594.63





Health & Human Services

Board of Health

The Board of Health consists of three elected members:

Dr. Michael Popik, M.D., Chair; Edward Simoncini; H. Christopher Redkey

The Health Department's current staff are:

Health Agent, Ann Loree; Assistant Health Agent Abby Conlin
Administrative Assistant, Joyce Lucander and Elizabeth Penney

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

Board of Health's goal:

Is to preserve and protect the health and well-being of the residents of Westminister. The Board of Health protects the public's health, prevents and monitors disease, promotes safe and sanitary living conditions, promulgates, interprets and enforces regulations and protects the environment from hazards.

Town Website: www.westminster-ma.gov.

The Board of Health section of the Town website has lots of great information.

Included are permit application forms, and local regulations. The site includes information on Ticks and Lyme disease, Mosquito-Borne Diseases, seasonal flu and Asian Longhorned Beetles. There are links to the Massachusetts Title 5 Septic Regulations, Massachusetts Sanitary Code, MA Department of Public Health, and the Centers for Disease Control (CDC). And this year COVID-19 prevention information. Please check it out!

Regionalization: Westminister Board of Health continues to be a member of the "Montachusett Public Health Network" (MPHN). MPHN are a self-sustaining organization, consisting of thirteen local cities and towns. Members of the MPHN share a public health nurse for communicable disease surveillance and case management. Other services shared by the communities includes: inspectional services, beach testing, and public kiosk. The MPHN develops health programs which partnerships with Oakmont High School for substance abuse educational speakers and family-oriented events during Prom season.

Drug Take-Back Program: A Drug/Medication Box has been placed inside the Police Station lobby. Residents can drop-off medications to the take-back-box at any time.

No liquid medications please.

Sharps Collection Program: A sharps kiosk, located in the foyer of the police department, is available for disposal for sharps/needles. Red sharps boxes are available at the police station and the Board of Health office, for public use only. **Please do not use any other type of container to store or dispose of used needles or sharps.**

EMERGENCY PLANNING

Emergency Dispensing Site Plans: Our primary EDS is Westminister Elementary School. Our secondary EDS location is Oakmont High School We consistently practice the EDS process and flow during the Meetinghouse School Flu Clinic, along with Police, Fire, EMS and Selectman attendance.

Region 2:

The Health Agent requested grant monies through Region 2 for emergency preparedness and response equipment as follows:

Two Tables

Two Tents

These were requested to assist with drive through vaccination efforts. Unfortunately, due to COVID-19 Pandemic, MDPH was unable to fulfill this order for 2020.

Flu Clinics:

The purpose of the Board of Health Public Health Clinic and Emergency Response Revolving Account fund is to purchase seasonal flu vaccine and hold clinics and to respond to Public Health emergencies. This fund is sustained through reimbursements from health insurance companies.

In 2020 Westminister BOH partnered with Walgreens of Gardner to administer 133 doses of flu vaccine to those residents 9 years old and above at the Meetinghouse School on October 6th. The Board would like to thank Walgreens of Gardner for providing staff and vaccine for this effort.

And MPHN member, Sandi Knipe RN, for assisting with a clinic to vaccinate 15 Town employees on September 23rd and October 13th. Due to the COVID-19 Pandemic we did not hold a vaccination clinic at the Senior Center for seniors this year.

Volunteers Needed: The Board of Health continues to actively seek both medical and non-medical volunteers to join the local arm of the Wachusett Medical Reserve or Worcester Medical Reserve Corps (MRC). Please contact administrator at wachusettMRC@juno.com.

PUBLIC HEALTH SAFETY MONITORING

PERMITS ISSUED FOR 2020

Septic Installers

34

Board of Health

Sewage Haulers	12	required permits for "minimal risk" facilities while increasing many other food protection requirements.
Motels and Inns	1	
Bed and Breakfasts	*	**Temporary Food Events have decreased with the COVID-19 Pandemic.
Sundries	*	
Semi-Public Swimming Pools	1	Wells and Septic Applications
Semi-Public Beaches	1	Septic systems servicing new construction and repairs 64
Selling Tobacco	6	Private Well installations 43
Funeral Homes	1	Deepening Well 0
Emergency Beaver Trapping Permits	1	Title 5 Inspections
Outdoor Hydronic Heater	0	Inspections witnessed by agents 83
Recreational Summer Camps	0	Beach Testing
Trash Haulers	3	The Crocker Pond Beach water is tested for E. coli prior to the beach opening and weekly throughout the bathing season per state regulation. We had no exceedance levels. The beach is open and tested from Memorial Day thru Labor Day.
FOOD PERMITS ISSUED		Food Inspections
Food Service/ Restaurants Permits	42	The Commonwealth of Massachusetts requires a minimum of 2 inspections annually for each food establishment which includes restaurants, school kitchens, camps, concession stands, church kitchens, retail food markets, residential kitchens, Senior Center, and non-profit organizations. The number of venues for weekend food events decreased over the past year, and some food establishments were not open due to the COVID-19 Pandemic. Therefore some were not inspected twice or in some cases at all.
Temporary Food Event Permits		
24/24 inspections**		
Farmers Mkt (Seasonal) inspections**	6/36	
Residential Kitchen	2	
2019 Total food permits	68	
Total Food Inspections (avg. 2-4 per permit)	144	
*Changes in 105 CMR 590 Food Code Regulations eliminated		Food Recalls.



Listed below are recommended websites for food safety information as well as pet food:

www.FDA.gov, www.fsis.usda.gov,
www.foodsafety.gov

Town Events

The Health Agents review the applications (for temporary events and races) work with the sponsors/event planners regarding any food being prepared or served and that sufficient porta-johns/facilities are available for those participating and attending the event.

Communicable Disease

The State has established the MAVEN program for communicable disease

Board of Health

surveillance and vaccine surveillance. Cases this year are not available due to COVID-19 Pandemic.

Rabies Clinic

Wachusett Animal Hospital held a low cost Rabies clinic on March 7th for residents..

LANDFILL

Link to report smells from the landfill: <https://www.mass.gov/forms/environmental-complaint-form>

Link to report noise, smell or other nuisances to DEP: <https://>

Landfill Annual Receipts

2000: \$ 290,917.00	2005: \$2,501,857.72	2010: \$1,255,071.98
2001: \$ 368,553.00	2006: \$2,487,202.77	2011: \$1,464,951.10
2002: \$ 388,931.00	2007: \$2,727,874.92	2012: \$1,472,303.30
2003: \$ 415,267.00	2008: \$2,106,037.00	2013: \$1,431,949.05
2004: \$ 858,045.33	2009: \$1,571,190.60	2014: \$1,581,454.04
2015: \$ 2,656,910.09		
2016: \$ 3,425,180.80		
2017: \$ 3,678,432.73		
2018: \$3,675,650.23		
2019: \$3,376,152.75		
2020: \$3,274,849.21		

www.mass.gov/forms/environmental-complaint-form

Solid Waste Committee

WM and RCI have been working on a long term expansion plan to extend the life of the landfill beyond 2024. They're proposing grading improvements that will create additional airspace for landfilling and extend site life by additional years to provide continued and necessary disposal needs with no changes in daily or annual permitted operational capacity. In December 2020 the expansion was approved through 2030. This will provide a 3.5 acre expansion of section 3. This will increase the permitted air space of the landfill by 3.3 million yards.

RECYCLING

The residential waste drop-off area has designated areas for bags of trash, scrap metal, leaves & yard waste, bottles/cans/plastic, paper, cardboard, waste oil, car batteries, florescent light bulbs, rechargeable batteries, power tool, cell phone batteries and button batteries (from hearing aids and watches) and charcoal/ashes. Small appliances and mattress disposal are available, please see DPW for costs. Paint Shed (seasonal), and Swap Shed for usable unwanted items such as clothing bin, and book drop. Recyclable items

can be placed in the newspaper, paper, or comingled dumpsters.

Items with Disposal Fees

Fees for items must be prepaid at the DPW office, 2 Oakmont Ave. (Tel: 978-874-7420) Prior to delivering items to the drop-off center.

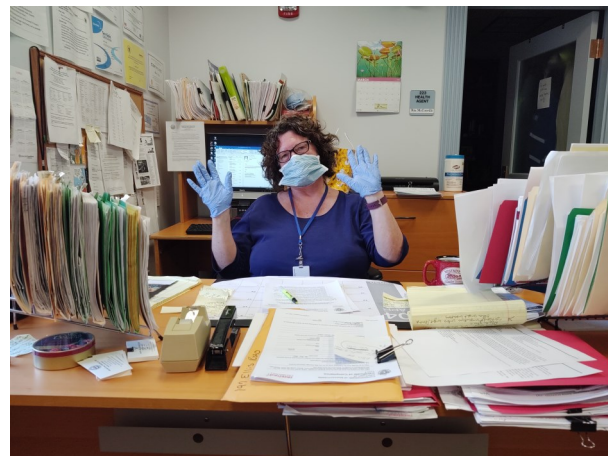
Curbside Pickup: One green recycling tote per household may be obtained from the Department of Public Works (DPW) at 2 Oakmont Ave.

Curbside trash pick-up by Waste Management continues to be available for a fee.

Vehicle Monitors: are available for residents from the DPW office.

TOBACCO CONTROL ALLIANCE

The Alliance provides inspectional services and guidance regarding all tobacco related issues including but not limited to enforcement of all youth access and environmental tobacco smoke regulations and enforcement of the new 2019 Tobacco regulations.



Minimum legal sales age in Westminster for all tobacco products is 21 in conformance with State Law.

Tobacco Permits

Total Number of Retail Sales Tobacco Permits Issued: 6

Revenue Tobacco Permits @ \$150 each \$900

Retailer Inspections:

Number of Inspections 6

Number of Violations, warnings, permit suspensions 0

Board of Health

NEW BUSINESS

Covid-19 food establishment, retail and public enforcement demanded much of the Agents and staff time both in onsite inspections and fielding questions and concerns from our office.

Massachusetts adopted the 2013 Federal Food Code in the fall of 2018. A summary of the essential food code changes was created and distributed to all food establishments. These requirements are reviewed with each inspection. As the COVID-19 Pandemic unfolded, new requirements for food establishments were created and enforced to ensure the health and safety of residences.

The Board created a Short Term Rental Regulation related to protecting the health and safety of the residents.

Well Regulations: new drinking water regulations revised in June 2019. See www.westminster-ma.gov

Tobacco Regulations 2019: Board followed the State recommended tobacco regulations. See www.westminster-ma.gov

New home construction and repairs with on-site septic disposal and wells continues to increase inspectional and permitting processes which placed greater demands on staff.

The Board and staff wish to thank all Boards, Committees, other elected officials, Attorneys from K P Law, Mark Hawke, Town Department Heads and other department employees and interns for their input and support during the year.

The Board would like to thank Joyce Lucander for 15 years of service to the Department upon her retirement the end of December of 2020. Joyce was a true asset to the Town and she will be dearly missed by all.

Respectfully submitted,

WESTMINSTER BOARD OF HEALTH

Dr. Michael Popik, Chairman
Edward Simoncini
H. Christopher Redkey

Ann Loree, Health Agent
Abby Conlin, Assistant Health Agent
Liz Penney, Department Assistant
Joyce Lucander, Department Assistant (retired)

Council on Aging

The mission of the Council on Aging is to maintain the health and well-being of the Westminster seniors and to assist them with preserving their independence. There are currently 2308 seniors over 60 living in town. The Senior Center provides a "welcoming destination" that accepts you regardless of financial status, race, creed, medical condition, or mobility. Many seniors see the Senior Center as a "home away from home". This is where they see old friends or meet new ones.

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

The Westminster Council on Aging meets on the second Tuesday of each month at 1:00 P.M. at the Community/Senior Center, 69 W. Main Street. Any citizens who are interested in attending are welcome.

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

This Council has met the afore-mentioned criteria for many years in providing for a congregate and Meals on Wheels program, as well as, the invaluable services of the Mart van. The Meals on Wheels Program delivered 3231 meals to our seniors of Westminster (mostly shut-ins).

The Council continues to support the Montachusett Opportunity Council (MOC), which provides hot lunches 3 days a week, at the senior center. Meals on Wheels are delivered to the homebound, 5 days a week.

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

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

The Senior Center has a warm, friendly atmosphere, and the Council encourages participants to spread the word to other seniors who may not already be aware of our venue. The Senior Center was utilized 2598 for the year 2020.

WOW, Walkers of Westminster, still gather every Thursday morning at 9:00 A.M. The participants set out on walks of two

to five miles in length, after which they meet back at the Senior Center for coffee, refreshments and a cooling down period.

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

The Council also has the Senior Tax Relief Work-Off Program for eligible seniors. The Tax Work-off program has grown; we have 3 couples, and 14 individuals participating in the program.

We have a donation bin on the premises (Planet Aid), which has worked out great, (donation of clothes and shoes). We get 3cents on every pound, which goes into our donation account.

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

Our ongoing participation in the Montachusett Regional Transit (MART) system provides 16 hours weekly, of service to senior citizens and handicapped individuals at a voluntary, nominal fee. We also provide transportation, on a priority basis, to medical appointments, the meal site, senior center, local shopping errands, Friendship Club Meetings, etc. The Mart Van transported 127 clients with the 1073 rides. We provided 233 medical rides within the local area.

In order for our seniors to continue to live independently in their own homes, we contract with Montachusett Home Health Care (MHCC) for the supportive services many of our seniors require.

The Elder Services Director is in the Council on Aging office Monday through Friday, 8:00 A.M. to 4:00 P.M., to provide information and referral services and programs and to schedule transportation. A monthly Council on Aging newsletter is published and edited through L.P.I. (Liturgical Publications, Inc.), out of Cromwell, CT. Thank-you, to our local sponsors, for their support, the newsletter is available on the town web site.

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

Council on Aging

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

Respectfully submitted,

Susan Fisher

Council on Aging/Senior Center Director

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

When the Pandemic (Covid 19), hit the country, everything had changed. The Council on Aging/Senior Center closed for 10 weeks, my staff and myself were still here to be available to meet the seniors' needs. We provided many referrals, with assistance from our local agencies. Resources were utilized to the maximum. We had many, organizations and local churches donate non-perishable items. The Worcester Sheriff's Office donated (senior kits), consist of mask, gloves, hand sanitizers, (over 100 kits.) FEMA made a delivery of sanitizer wipes, hand cleansers, and disinfecting and cleaning wipes. A big 'Thank You' to all our agencies who have been there for the seniors of Westminster.

Council on Aging Board Members

Respectfully submitted,

Donald Barry

Mr. Don Barry- Chair

Mr. Bill Antoniac- Co-Chair

Joan Long- Secretary

Ann Johnson- Member

Dot Barrett- Member

Becky Iannaccone- Member

Neysa Miller- Associate Member



Culture & Recreation

Forbush Memorial Library



Mission

"The Forbush Memorial Library serves the Town of Westminister as a center for education, culture, recreation and information provided through its collection of materials and by making available technological resources both at the library and by remote access. The library also provides access to programming and serves as a community gathering space for people of all ages."- *from the Long-Range Plan, 2019-2024*

Contact

Ph: 978-874-7416 Website: www.forbushlibrary.org email: askalibrarian@westminster-ma.gov

Facebook: Forbush Memorial Library

Regular Hours: Tuesday-Thursday, 10am – 8pm; Friday, 10am – 6pm; Saturday, 9am – 1pm

Covid Hours: Tuesday, Thursday, Friday 10am-6pm; Wednesday 10am-8pm; Saturday 9am-1pm

Highlights of 2020

2020 has been a challenging year for library staff, patrons, and support.

Off to a good start with encouraging attendance and circulation numbers, the library ground to a halt in March with the onset of the Covid-19 pandemic. Closing the library to patrons necessitated making plans for alternative services, ongoing updates to the website and Facebook page and a noted increase in email and phone support, particularly regarding online resources. After the implementation of important safety precautions, curbside service began on March 17, 2020, and was appreciated by patrons. The service began slowly but soon became quite popular, enabling circulation to approach 68% of pre-Covid 19 levels. Credit goes to the staff for promptly and cordially meeting patron requests and preparing 2,161 non-contact orders on the Main floor from March-December.

Requests for items from other libraries have actually risen to pre-closure levels, nearly 4,000 items per month. Patrons were dismayed when the Interlibrary loan services were shut down statewide and jumped back in wholeheartedly when services restarted. These statistics show that patrons have become quite comfortable with ordering books from home and we are confident that this shift will continue even after we return to full service.

The staff continues to augment the library's collection with purchases of new print, audio, CD, DVD, large-type, children's and young adult materials.

Home-bound Delivery Initiated

The closure coincided with the start of Books-on-Wheels, a delivery service of library materials to the house-bound. Originally designed by the trustees to aid elder members of the community who no longer drive, patrons who have had surgery or are unable to access the library for the short-term, the timely release of the Books-on-Wheels program has been well-received, not just by patrons for those reasons, but also for patrons who are quarantining due to Covid precautions. Applications are available on the website or by calling the library.

Award of Grant for Online Summer Reading Program

With the Covid 19 pandemic forcing the library to close to patrons, the Forbush Memorial Library was very happy to apply for and receive a grant allowing conversion of the Summer Reading Programs for children ages 3 – 11 and Young Adults in grades 6 – 12, to an online platform, called Beanstack. Funding for the Beanstack platform was provided by the Massachusetts Board of Library Commissioners and the Institute of Museum and Library Services.

New Carpeting Installed throughout the Library

With funds provided by the Capital Planning Committee and approved at the 2019 Town Meeting, both the main floor and second floor were redone in green carpet squares replacing the 23-year-old carpet which had been damaged in the 2009 flooding incident. Commercial broadloom was installed in the 1901 section of the building at the same time. The Trustee decorating committee chose the material and the work was completed in February.

New Display Shelving was installed in the Children's Room

Through a generous donation provided by Kim and Scott Samson, new display shelving was installed in the Children's Room. Adorable forest themed shelves were placed throughout the room. Besides adding much needed display space, the

Forbush Memorial Library

design of the shelving added a wonderful, fresh, decorative element to the Children's Room.

Two Recently Donated Peckham Portraits Restored

The 2019 gift of Phineas and Sally Reed portraits by Deacon Robert Peckham were restored by the Williamstown Art Conservation Center in Williamstown, MA, and returned to the library in February.

This work was funded from several trust accounts and a state grant; no tax funds were used.

Adult and Community Programs

Readers participated in three successful Book Club programs before closure. In February, Liz Barbour's program, "Feasting on Soups" was a big hit with the full-house audience. The Great Decisions program, sponsored annually by Foreign Policy Association and hosted by the library for the last 21 years, ran three sessions between January and March but was forced to cancel the last five due to the closure. In November of 2020, we hosted



our first program for adults using Zoom. *New England Legends with Jeff Belanger* attracted 40 participants, some logging in from as far away as North Carolina and Kentucky.

Prior to closure, we sponsored "Blind Date with a Book", an in-house program which enticed readers to take a chance on a new genre or explore a new author, series, or topic. Many readers participated and wrote their reviews of their *dates*, hoping to beat the winter doldrums and possibly win a prize!

Youth Services

It is a central, ongoing goal to hold as many quality programs for children of all ages as we are able. We began 2020 continuing in earnest to fulfill this goal by holding 55 programs



for children ages birth thru Grade 12 in the months of January, February, and the first few weeks of March. Nine-hundred and thirty patrons attended those programs that included weekly Story Hours, Baby and Toddler sessions, Kindergarten Visits, and "Circle Time Fun" with Jana Harrison. Jana,

who retired as the Director of the Ashburnham-Westminster Community Partnership for Children in June 2020 and will be missed, also held bi-weekly Duplo/Lego club sessions. Monthly visits from each of the classes of the Appleseed Academy of Child Development were also held. Attendance at weekly Story Hours increased 46% in February 2020 when compared with February 2019.

In February and March, we began a weekly *Read to a Dog Program* designed for school aged children to practice reading and gain fluency. We are grateful to Joanne Roger for volunteering to bring her beloved dog Bella for the children to read to in the program.

In addition to regular programming, special vacation week programming took place in February and included a Nature Painting Class, crafts, and a filled to capacity performance by Lindsey and her Puppet Pals. Lindsey's interactive, comedic performance with larger-than-life puppets was a delight to children and adults attending.

Young Adult programs in February and early March consisted of four weekly drop-in programs based on recommendations by the library's Teen & Tween Advisory Board.

The influence of the Covid 19 news became quite evident in the precipitous drop in patron visits after the first week of March. Jana Harrison's Circle Time Fun program went from being attended by 37 patrons the first week of March, down to 7 in attendance on the Friday immediately before schools and the library were ordered closed.

From March-December, 1,319 patrons received curbside service from the Children's room staff. In the months of October through December, 405 of those patrons participated in our new *Take Home Story Hour Kits*, that include a themed craft, songs, coloring pages, and library books. Although we did not begin until August to keep statistics on the number of patrons for whom Children's room staff answered questions by phone or email, placed holds, or assisted patrons with other non-curbside services, during the final five months of the year, 582 patrons received this additional assistance.

Summer Reading

The Children's room was very pleased to be able to offer a summer reading program during the month of July which drew the participation of 149 children, ages birth to 11, and resulted in over 60,931 minutes of reading (a little over 1000 hours) logged. We were also pleased to have 22 young adults participate in a summer reading online program designed for ages 11 – 17. They logged 16,295 minutes of reading, a little over 271 hours.

We had 146 patrons attend our socially distanced programs

Forbush Memorial Library

which included a Fairy House Kit Program, Build a Unicorn or Dragon workshops, Book Walks in the Children's Garden, and Take-home Themed Craft Kits. We also hosted six virtual programs including Story Hours and professional performances; there were 461 combined total views of the virtual programs. The most popular virtual program, coinciding with Harry Potter's birthday, was Ed the Wizard's Alchemy Laboratory, with 244 views. This program was funded by a grant from the Westminster Cultural Council for which we are very grateful.

Technology

The digital flat screen in the Multipurpose Room was put to good use during 2020, allowing staff training to proceed with requisite social distancing using information from a laptop share to the screen.

The large digital flat screen in the Eloranta Room greatly enhanced the three Great Decisions sessions held before the Covid 19 shutdown, replacing an unreliable audio-visual system. During closure, it has been very useful in allowing for trustee meetings to continue with all members via Zoom.

Art and Artifact Collection

The Board of Trustees authorized the return to the library of the large history mural prepared for the 250th anniversary of the Town, painted by Amy Kutka and funded by the Westminster Cultural Council. It was designed to fit in the main stairwell but had been removed during the 2008-9 renovations. It was re-hung in August after closure so very few library patrons have yet had a chance to appreciate this work.

The library's collections are overseen by the Curatorial Committee led by Leola Leger with Martha Rainville and Nick Langhart. They continue the work of Kristine Haney, who had overseen the Curatorial Committee since the mid-90s; we note with regret her passing in July. Her legacy includes instituting professional museum standards of appraisal, cataloguing, restoration and care for our collections requiring hundreds of volunteer hours over the years. We are very appreciative of her work.

Personnel

Trustees

The library's governing board is composed of six publically elected trustees two of whom are elected annually for three-year terms. In the May town election, Kim Samson was re-elected for her fourth term, Kristen Gregory for her first full term, and Cynthia Brown to fulfill the remaining year of Walter Haney's term. In June, the board elected officers for FY2021:

Kim Samson, chair; Martha Rainville, vice-chair; Margherita Altobelli, recording secretary; and Leola Leger, corresponding secretary.

The Trustees, acting as a committee of the whole, deliberated carefully on the new carpet choice and after the Covid 19 closure, enacted policies for limited operations and staff succession in case of illness. Trustees have used this time of limited patron access to the building to reupholster furniture, orchestrate a deep clean of the building including carpets, furniture, shelving and books, and also to plan for additional improvements. This ongoing project will be appreciated by patrons once you come back at full capacity.

Staff

There are five full-time and six part-time employees. In the children's room, Amy Kuilema, Head of Youth Services, is assisted by Lisa Erickson, Elise Gilbreath, and Lorna Rouleau, all well versed in the department's operations. Long-time children's room assistant Anne Gerde retired in March and we miss her talents.

Our adult services and reference librarian is Jason Cavanaugh. Susan Lucier is our bookkeeper, cataloguer and office manager. Susan Yraola manages adult circulation and patron services. Bonnie Buckingham-Stone ably handled the large volume of interlibrary loans. MaryAnn McGee assists at the circulation desk and in processing circulating materials. Jan LeClair shelves books and is responsible for keeping the stacks in order. Custodian Bob Cramm is responsible for keeping our building maintained and often takes on special projects which are a benefit to the library and its patrons.

We also thank the Council on Aging for supporting the work of Carol Harrington and Ann Johnson through the senior real estate tax reduction program administered by the Council on Aging.

Volunteers

Volunteers are a vital component of library activity, and it is a pleasure to acknowledge their important service prior to the closure in March 2020. Children's room volunteers included High School volunteer June Whittall, who was instrumental in preparing signage to raise awareness of the programs we offered, Kim Samson, who was indispensable in craft kit preparation for programs, and our diligent Children's room shelvees Marcia Roger and Jennifer Gregario. We are especially grateful to Carol Young, who expertly repaired aged and damaged books.

The library grounds have been kept attractive by ML Altobelli and her volunteer staff; they have stabilized the trees,

Forbush Memorial Library

replanted the garden beds and watered and fertilized on a regular basis. Many say the gardens have not looked better in many years.

We rely on the many hours of service these volunteers have so cheerfully given. *Thank you all!*

Operations

Covid 19 has required the installation of Plexiglas shielding at the circulation desks, new gates, hand sanitizer stations and signage around the library as well as the removal of most all furniture used by the public. This was done in the anticipation of many patrons, but most are reluctant to come into public buildings. We have accepted by-appointment visitors at certain hours since October, including Wednesday evenings and Saturdays but this has attracted an average of 17 patrons each week, a small portion of past traffic. The busy curbside service – usually initiated by computer searches from home - has replaced browsing in the stacks.



Designs with Color was commissioned to repaint the trim, cornice and window frames on the 1901 section of the library. Wood rot was discovered and repaired. The varnish finish on the wood front doors could not be restored and painting was required to preserve them.

A town-wide survey of buildings and open spaces for compliance with the terms of the Americans with Disabilities Act was conducted in March. The town was awarded a grant for remediation of deficiencies and the library building has been given funds for modifications in bathrooms, kitchenettes, signage and paving. This work is to be completed by June.

Support

The trustees and staff sincerely appreciate the support provided to the library by the Selectmen and Advisory Board of Westminster through the annual town appropriation; it makes possible all we provide. Additional support comes from the state Board of Library Commissioners, the Westminster Cultural Council in support of programs, and the fundraising of the Friends of the Library, a group that also underwrites programs and library patron passes to area attractions and museums. We are very grateful for voluntary gifts, especially the substantial contribution from the Ryan Patrick Jones *Heart of a Hero Foundation* and the Westminster Lions Club.

This year we thank James Green for his contribution to our Great Courses collection and Kim Samson for yard signs, banners and a sign board to publicize our services delivered while closed. These gifts enable us to deliver a greater quality and quantity of library services.

THANK YOU FOR A SUCCESSFUL YEAR!

-For the Board of Trustees:

Kimberly Samson

Leola Leger

Margherita Altobelli

Martha Rainville

Kristen Gregory

Cynthia Brown

- Nicholas Langhart, Director

Crocker Pond Recreation Area Committee

Operations:

Following the Covid-19 mandatory safety standards and control plan as outlined by the State of Massachusetts, the pond was open weekends from Memorial Day through September 20th, and daily June 15th through August 31st.

Senior Citizens on the tax work-off program, and committee members, staffed the check-in booth and distributed beach stickers. Three seasonal employees oversaw the operation and maintenance of the facility, and enforced the Crocker Pond rules for the enjoyment and safety of all visitors. Due to Covid-19 occupancy restrictions guest passes were not distributed this season.

Stickers:

Residents must provide a copy of their vehicle registration and proof of residency to be eligible for a sticker.

Community Activities:

Residents checked in 8,416 times during the operating season. Although activities had to be limited we were able to offer yoga classes free of charge to residents, as well as early

opening hours for special needs families. In addition, the Westminster fire department held a department training session at the pond.

The committee is in the process of working with the Montachusett Regional Planning Commission to update the trail map.

Kayaks and canoes were again stored at the pond during the season in certain designated areas. Residents provided their own lock and chain and signed a statement of understanding regarding potential property damage.

Respectfully submitted,

Heather Billings

Kathleen Brennan

Mary Ann Falconer

Nicole Johnson

Sharon Lewis

Patricia Streeter



Agricultural Commission



Meets every 2nd and 4th Thursday of the Month

6:30pm - at the Westminster Town Hall or on Zoom

The Agricultural Commission is the newest part of Westminster's Town Government. It's composed of 5 appointed town residents.

Westminster is a "Right to Farm" town. This provides notification to all residents that agricultural activities are allowed throughout the town and the Westminster Agricultural Commission provides active support for both new and existing farmers and gardeners within town borders. Westminster – like all of the local towns – had a self-sustaining agricultural base through the 1800's. That agricultural base gradually gave way to local industry and then to the light industrial/light commercial/bedroom town configuration of today. But - local food production and other agricultural products are on a lot of people's minds, and Westminster wants to support anyone whose goal is to produce food, fiber, biomass fuel etc. either for their family or for the greater community. We have been working with several other North Worcester County Agricultural Commissions this past year to expand the economic options for local food and fiber throughout the entire region.

Westminster is part of Worcester County and Worcester county is one of the top ten counties NATIONWIDE for value of direct market sales. That's our strength – and – unlike some of Massachusetts' towns – Westminster still has the remnants of a vital local agricultural economy – strong enough to be encouraged and built upon. We have several new small farmers and several homesteaders (growing much of their own food) as well as 3rd and 4th generation (or more) farms that are

still functioning.

There are currently 18+ farms selling products either directly (farm stand and/or CSA and/or farmers' market) or through existing wholesale markets.

There are currently 20+ related businesses (honey, landscaping, horticulture etc.) operating in and out of Westminster.

Any new farms will most likely be smaller than the grandfathered farms in town. Farms will likely average 2-15 acres (with some market gardens as small as 2000 sq ft. becoming financially successful with new production technologies and education) and may be 2nd and 3rd incomes for their owners. In many cases they will be micro, homesteading and hobby farmers – large and getting larger subsets of the "new" Massachusetts agricultural scene. All help to keep the local landscape "working" and are an asset to the town. People enjoy looking at open fields (hay or other), farm animals and barns. It makes for a pretty place to live and a slightly more relaxed pace of life – except for the farmer....

Products produced cover the gamut of what's possible in New England including (but not limited to) market gardens, small fruits, grazing livestock, small dairy, eggs (chicken and duck), hay, bees/honey, maple syrup, firewood, wood chip, custom milling and mixed versions of the above. We actively encourage new ventures in any of these categories and invite inquiries at our regularly scheduled meetings.

There is a long-term future for the economic development of local agriculture...

Value added production is essential if agriculture is to

Agricultural Commission



2020 "Soil Your Undies"

Winner – not much left!!

continue to thrive in Westminster. This allows for the farmer to net the greatest return from the investment of time, money and land. These products could include (but would not be limited to) sauces, jams, jellies, pickles, yogurt, salsa, cheese, charcuterie (sausages and other cured meats), baked goods and other ready to eat foods.

With the completion of the Master Plan in 2014, the Agricultural Commission continues to work with the Open Space Committee, Planning Board, other town boards and committees, the North Country Land trust and other interested parties to come up with a coherent approach to maintaining and supporting Westminster's working landscapes.

The Westminster Agricultural Commission sponsors and manages the Westminster Farmers' Market, held on Friday afternoons, 3:00-6:00pm from the first Friday in May until the last Friday in October. The pressure of Covid19 and its attendant shutdown the market until the first of June last year but the market continued to thrive with masks, social distancing, traffic control and great vendors and customers that saw the market through turbulent times. In fact, it's the biggest and best in the north central region. We had to limit the vendors to food and related items only so we missed our crafting vendors and look forward to seeing them again in 2021. Many kinds of food (including: meats, sausages and bacon, eggs, all kinds of fruits and vegetables, jams, jellies and baked goods) are available from local producers. Musicians were allowed back at the market by mid-July with

very limited audiences. All market events were cancelled... except for "Soil Your Undies". We actually had 25 people participate! To cap off a tumultuous year – our last market in October was cancelled due to 6" of snow on the common! Somehow, that seemed fitting.

Beyond the Farmers' Market, the Agricultural Commission is involved in other community activities although all of those activities were either canceled or adapted by the Covid19 restrictions...

Our Growing Great Food & Flowers (GGFF) group had a successful sixth year by moving the meetings on line with Zoom and people from outside of the immediate region joined in as well. GGFF meets every month, 2nd Sunday. Free and open to anyone who's interested in growing anything.

We were asked to participate in the review and rewrite of the town's Open Space Plan and we were happy to work with the other groups in town that also support open and working landscapes.



Reworking the South Street trees with the able help of Dave Hatton – arborist and Westminster's DPW professionals.

Covid created a massive surge in interest in local food and we continued to work with other Agricultural Commissions and other regional organizations to support and expand the

Agricultural Commission

production of and access to local food.

We worked with the town's Department of Public Works to rework the planting area for the failing tree planting on South Street near the playing fields. 2 days of work with volunteers from town and expert help from both the DPW and a local arborist will provide a new lease on life for the trees.

We are working with several other town organizations to explore the possibilities and potential gains of bringing the Community Preservation Act to a vote in 2022.

We continued with our newsletter and farmers market report to help keep people who are interested in the Ag Com's projects up to date. We're looking for writers and reporters to work on this project with one of our volunteers.

Help is always needed and anyone who's interested in agriculture, horticulture, local food, or any other related topic is encouraged to check out an Ag Com meeting (not too boring!) or, at least, check out the Farmers' Market and/or one of the scheduled events.

M.L. Altobelli – Chair

Dean Johnson – Treasurer

Heather Bowen

Dave Hogan

Sue Nickerson – alternate and Secretary

Parks & Recreation

The Parks and Recreation Commission are made up of several community members interested in promoting recreational opportunities for the residents of Westminster and our guests. 2020 provided many challenges for Parks and Recreation. Normally we spend much of our efforts and budget on the Summer Recreation Program that services hundreds of elementary and middle school age residents for six weeks throughout the summer.



The challenges of social distancing regulations made the summer program impossible. The Parks and Recreation has the full intention of providing the Summer Recreation Program during the summer of 2021 if regulations and guidelines allow. Information will be updated on the town webpage as the summer approaches.

During 2020 the commission turned its focus to updating some of our facilities. During the summer and fall several areas of the fencing had been replaced to make the baseball fields safer for our baseball and softball players. Working with the youth baseball program the Senior League shed was replaced and is near completion with the work being done by volunteers. The basketball court is currently under needed maintenance which started with the upgrading to LED lighting. The fence is in the process of being repaired and replaced and it is anticipated to be completed during the spring of 2021.

Parks and Recreation has also been very busy trying to expand the recreation opportunities in town. We have focused on two projects that have been identified as action items in the last two Open Space and Recreation Plans dating back over a dozen years. The two projects are to acquire more multiuse

athletic fields and the second a young kid's playground open to the public.

During the fall of 2020 the town acquired parcels of land (Parcels 65-4, 67-18, and 65-9) situated at the end of Colony Road in Westminster as part of a tax foreclosure judgement. The three parcels acquired by the town are an estimated 53 acres, though most of it had been identified as



protected wetland area. The area that has been identified by the commission for potential multiuse fields are about 14 acres on the backside of the property, which abuts property belonging to Department of Fish and Game and on the other side of the power lines. The driveway into the potential fields would follow the Westminster/Gardner town line to access the rear parcel. At this time the commission is working with engineers to identify how many multi-use fields could be built on the usable area. The multi-use fields would be used by local youth recreational leagues for soccer, football, lacrosse, field hockey, cheering and other sports. We are also looking to create a perimeter walking path, along with a fieldhouse and storage. Once a plan has been created the commission will attempt to identify if there are grants available for the project and identify potential donors.

At the present time Westminster has very limited access to town owned multiuse fields for our youth and public sports. Our youth sports leagues have to share limited field times at our schools or travel outside our community. There is only one true game field available at Oakmont Regional High School which is in high demand.

The second project we are working towards is a town playground for young families. The only playgrounds in town are at the elementary schools, which are in use from before school until 6 p.m. during the school year. Young families in town have limited access to play grounds throughout the normal school day. We have attempted to locate an ideal

Parks & Recreation



location in the center of town that would also allow for adequate parking. As a result, the commission has identified the Old Town hall site at the corner of Bacon Street and Pleasant Street as a potential site. The construction of the playground will require the demolition of the Old Town hall, which the town has been unable to identify a suitor with financial backing to reuse the building for dozens of years. The old building has been vandalized twice and is quickly deteriorating. We understand that some cherish the Old Town hall and have attempted to design a playground to honor the history. Our plan would include three play structures, one for ages 2-5, a second for ages 5-12 and two sets of swings for each age groups. The area around the play structures would be poured rubber material requiring little maintenance. The design would also include adding municipal parking across from the

Forbush Library, creating dozens of parking spaces. The rest of the design is anticipated to be an open concept with grass and park benches.

The commission is looking forward to community support in our two projects that are being designed to enhance the services of the town for our young families. With entities that our community has lacked for many years, that are often common place in other city and towns. The Parks and Recreation Commission will look to update the community about our projects through the town's webpage.

Respectfully Submitted
Ralph LeBlanc
Chairman of the Board
Parks and Recreation Commission

Hager Park Commission

Hager Park is located on Hager Park Road (Route 140) just south of the intersection with Route 2A and the Route 2 East on-ramp. The park consists of approximately 57 acres on the east side of the road, which abuts Woodside Cemetery and surrounds the Water Treatment facility. There are another 18± acres located on the west side of Route 140. These parcels of land were part of a larger tract originally willed to the town by Joseph Hager after his death in 1915. Additionally, the Commission administers the Smith Reservoir and Raymond properties, which are located further to the south and on Worcester Road. These lots contain another 87 acres. The Commission also manages the Wachusett Rambler Recreation Area, which contains about 9 acres around a hilltop adjacent to the main portion of Hager Park.

The Commission maintains a network of hiking and riding trails within the Hager Park and Rambler parcels. The framework for a trail system has been established in the Smith Reservoir area with plans for more trails in the future. These trails are open to the public and we are happy to see them used. Many of the trail corners are marked with white metal signs or diamond shaped plastic markers.

The Commission typically holds regular meetings in either of the meeting rooms on the first floor of the Town Hall at 6:00 PM on the 2nd Thursday of each odd-numbered month. (Please check the town website to be certain before attending.) The public is welcome to attend. More information about Hager Park can be found on the town's website. This site can be reached easily using www.hagerpark.com. A trail map and photographs can be viewed there.

The following is a summary of major activities during 2020:

COVID 19

Despite the strain and obstacles encountered in town government with the pandemic, the Commission did manage to meet on a regular basis. Except for the meeting held in

January, these meetings were held outside inspecting park property with the wearing of masks and social distancing as necessary. The gator with the 100th anniversary banner remained in the hearse house at Woodside as the Memorial Day parade and Cracker Festival were cancelled.

New Commissioner

Commissioner Andrew Kaski chose not run again. Andy was first elected in 2010 and was great resource with his knowledge of construction, forestry and of the town in general. We will miss his help and local knowledge and hope to call upon him in the future for an occasional project. In his place, Alan Wiktorski of Worcester Road was elected at the annual election in April.

Forestry Project

Anderson Timber Harvesting of Westminster conducted a timber harvest on the 18 acres of Hager Park on the westerly side of Route 140 in December of 2019. The work began in a sizeable snow storm and continued with a lot of snow cover. Because of these conditions, some of the trails were blocked by slash from the tree cutting. We have plans to do some clean up of these trails in 2021.

Rambler Project

We put together a "Request for Bids" to restore the field at the Rambler area in the fall of 2019 and distributed it to several local excavating contractors. Haley Construction from Westminster submitted the low bid to remove stumps, grade and seed the new field. They worked at the Rambler in the late spring of 2020. As they finished their work, we entered into a fairly significant drought period. Initially, we were concerned that reseeding would be necessary, however by fall there was sufficient cover and we hired local resident Mike Kotoski to mow the new field. We have asked the Advisory Board for an increase in our budget to cover the cost of annual mowing.

Raymond Property

We still have a plan drawn for a small two car parking area at the landing on Worcester Road. We hope to make progress on this project in 2021, but will rely on volunteers and DPW support to get the job done.

Other activities planned for 2021 include:

- Continue annual trail maintenance within the park including placing more trail markers.

Make an updated trail guide available on the Town's website.

We wish to express our appreciation for the help extended to us from all of the boards, commissions and departments in town. Once again, special thanks go to the Cemetery



Hager Park Commission

Department for storing our equipment and gator in their hearse house.

1961 - 2020

Timo was a long time resident of Westminster and was a 1980 graduate of Oakmont Regional High School. He grew up on Worcester Road and built his house on Hager Park Road. He worked as a union electrician. He was US Air Force and US Army veteran of Operation Desert Storm and Operation Iraqi



Freedom. He continued his public service as a Hager Park Commissioner from 2011-2019.

Respectfully submitted,
Hager Park Commission
Christopher C. Mossman
Matthew E. Pearson
Alan P. Wiktorski

Cultural Council

In 2020 the grants awarded by the Cultural Council were impacted by the Coronavirus. Of the eighteen grants awarded by the council, five were able to hold their events, four were unable to be held and nine asked for an extension into 2021.

There were fourteen applications received for new grants. The following eight were awarded funds by the Westminster Cultural Council:

- * Westminster Agricultural Council for Entertainment at the Farmers' Market
- * Friends of the Forbush Library for Library Patron Passes for Area Museums
- * Westminster Village Foundation for Dog Show icons
- * Fitchburg Art Museum for their 85th Regional Exhibition of Art & Craft
- * Discovery Museum for their Open Door Connections program
- * Forbush Memorial Library for The Didgeridoo Down Under Show in conjunction with their summer reading program
- * Council on Aging: Hip Hop Dance Chair Exercise for Seniors
- * Under One Sky: Ashburnham Westminster Extended Day Program

The programs that asked for an extension into 2021 are:

- * Circle of Artists Annual Art Exhibition
- * Council on Aging for Music is Love: Music, Magic and Comedy
- * Women's History Project: Abby Kelley Foster Dramatization
- * Oakmont Regional High School: Visit of Author/Illustrator Jarrett J. Krosoczka
- * Council on Aging for A Musical Journey through the Years
- * Parks & Recreation Program : Henry the Juggler
- * A Christmas Carol performance at Forbush Memorial Library
- * Council on Aging: A Concert of Music from the 1940s to the 1970s
- * Atlantic White Shark at Forbush Memorial Library

The Cultural Council continues to co-ordinate the art of local artists at The Little Town Hall Gallery. If you are a local artist or know of a local artist who would like to be featured please contact someone on the Council.

In September 2021 the Westminster Cultural Council will again solicit applications for Cultural Council Grants. We strongly encourage schools, churches and other local organizations and individuals to submit applications. More information can be obtained at the Massachusetts Cultural Council website <https://www.mass-culture.org/Westminster>

The Westminster Cultural Council welcomes new members. Cultural Council members are appointed by the Board of

Selectmen to serve 2 year terms. If interested, please contact a WCC member. We meet as needed and vote on grant requests in early November.

Respectfully submitted,

Brenda Malloy, Chairperson
Patricia Gendron, Secretary
Linda McClenahan, Treasurer
Margaret Romano
Darcy Linnus
Cindy Flynn
Nancy Swanson

Historical Commission

The Westminster Historical Commission follows the state-wide mandate to identify and preserve architecturally and historically significant sites in Westminster. We work with town committees and the community to make historical preservation a community wide effort.

In January 2020, the Historical Commission scheduled three public hearings regarding a proposed Demolition Delay Bylaw at Forbush Memorial Library. The first meeting took place on February 29, 2020. Public hearings scheduled for March and April were canceled due to Covid-19 restrictions. A Demolition Delay Bylaw was identified as a critical step in the Preservation Plan for Westminster created in 1998 and will allow time for homeowners and the Commission to find alternate ways to preserve homes and buildings which are important to the character of the town before demolition takes place. The Historical Commission has been working on the bylaw for several years, and after meeting with other commissions and boards has developed a list-based proposed bylaw that includes historically significant structures. The attached flyer was created to describe the process in the bylaw.

The Historical Commission drafted text for a marker that will be posted in front of the Westminster Cracker Factory, providing a brief history of the Cracker Factory for residents and visitors.

In early 2020, the Historical Commission hired a consultant from Heritage Consultants of Newington, Connecticut to research six district schoolhouses that were used in the 18th, 19th and 20th centuries. Of the thirteen original one-room schoolhouses there are only six left; all of these six were sold to families who made them into homes. The consultant, Stacey Vairo, gathered her research and filled out the standardized forms required by the Massachusetts Historical Commission. Six district schoolhouses that were researched in 2020:

District School No. 1, built in 1789, 30 Main Street

District School No. 4, built in 1857, 157 Narrows Road

District School No. 6, built in 1900, 254 Bean Porridge Hill Road

District School No. 7, built in 1795, 39 Kent Road

District School No. 10, built in 1826, 173 South Street

District School No. 12, built in 1857, 118 State Road East

The Westminster Farmer's Cooperative building was built in 1930 and was donated to the Town of Westminster in 1977. It was used by local farmers to collect produce, particularly blueberries and other fruits widely grown in Westminster, and then transport it to market in Boston. Located on Leominster Street, the building has the potential to be a meeting place for groups and to be a museum for farming tools and other agricultural artifacts which are an important part of Westminster's early history. The Historical Commission is working with the Agricultural Commission to develop a plan for future use of the unique building and property.

The Westminster Historical Commission (WHC) meets once a month. Due to Covid restrictions the commission has been meeting either by conference call or when permitted, in the Eloranta room at Forbush Memorial Library. Under normal circumstances, the commission meets at town hall. We welcome and encourage new members to join us. Historical Commission members are appointed by the Board of Selectmen to serve 3-year terms. Please contact one of the WHC members if you are interested in becoming a member.

Respectfully submitted,

Roni Beal, Chairperson
Joan Longcope, Vice Chairperson & Treasurer
Carole Bramante, Acting Secretary
Betsy Hannula, Member-at-Large
Nick Langhart, Member-at-Large



Planning, Development and Zoning

Planning Board

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

Jon Wyman, chairman, 2021

Marie Auger, vice chairman, 2022

Dan Bartkus, 2023

Larry Skamarycz taking over for Andrew Rice, 2021

Mike Smith, 2022

The Planning Board continued holding twice-monthly public meetings on the second and fourth Tuesday night of each month. The pandemic made holding our meetings a bit challenging this year and we had to meet remotely over the internet during the height of the pandemic: April through June. We went back to holding in-person meetings in July, but held them in the Senior Center's large recreation room, which gave us enough room to socially distance. We are back to holding remote meetings via ZOOM, but hope to return to in-person meetings as soon as we can.

The Planning Board is responsible for reviewing and approving divisions of land, either through the Subdivision Plan Approval process and the Approval Not Required (ANR) process under Massachusetts General Laws Chapter 41. The Planning Board also reviews and approves new commercial, industrial, institutional and multi-family residential development projects through the Site Plan Approval process. The Planning Board is also the Special Permit Granting Authority (SPGA) for cluster residential developments, wind power facilities, large-scale solar power facilities, medical marijuana dispensaries, adult uses and earth removal/placement of fill.

Members of the Planning Board also serve as delegates to the Montachusett Regional Planning Commission (MRPC) as well as the Montachusett Region's Joint Transportation Committee.

Town Planner Stephen Wallace enters his tenth year on the job. The Town Planner assists the Planning Board with its review of all development plans under the Board's jurisdiction. The Planner is also responsible for preparing and updating the Town's Community Master Plan, and coordinating the Town's economic development activities working with the Economic Development Committee. Other Town Planner duties include preparing grant applications and long-range planning studies, representing the Town in State and regional planning initiatives, and working on special projects assigned by the Board of Selectmen and Planning Board.

DEVELOPMENT OVERVIEW

The Planning Board dealt with the following development projects during 2020:

- Approved an Earth Removal Permit for Alan Belanger at 198 Narrows Road.
- Approved a Site Plan to construct 50 affordable senior apartments behind the Senior Center at 69 West Main Street.
- Approved a 2-lot Definitive Subdivision for BRNG LLC at 66 Ashburnham State Road.
- Approved a 2-lot Definitive Subdivision for Harry Redkey at 345 South Ashburnham Road.
- Approved a 2-lot Definitive Subdivision Plan for Paula McGee at 82 Lake Drive West.
- Approved a 2-lot Definitive Subdivision Plan for Bear Investments LLC, a new private road (Betty Joe Way) coming off 84 State Road West.
- Approved a Special Permit and Site Plan for Apothca Inc. to build an outdoor marijuana grow facility at 142 Turnpike Road.
- Approved a revised Site Plan for a solar field in the Rowtier Drive industrial park.

APPROVAL NOT REQUIRED PLANS

A division of land that has frontage on an existing Town way or on a subdivision road that has been constructed or bonded may be submitted to the Planning Board for Approval Not Required (ANR) endorsement. The ANR process is also used to convey parcels of land or adjust lot lines. The following ANR plans were endorsed in 2020:

- Approval Not Required Plan (ANR) for Lead the Way Development Corporation, creating one building lot off Worcester Road.
- Approval Not Required (ANR) plan for James Pappas, one new house lot off 35 Batherick Road.
- Approval Not Required Plan (ANR) for JP Dell, four new house lots off Bean Porridge Hill Road and one off Potato Hill Road.
- Approval Not Required (ANR) plan for The Egan Living Trust & Partridge Hill Living Trust, land transfer between the two properties, adding land to the Egan lot on Ellis Road.

Planning Board

- Approval Not Required (ANR) Plan for Jeff Hollenbeck, creating two new non-buildable lots off the private portion of Syd Smith Road.
- Approval Not Required (ANR) plan for Edward Mann, one new building lot on Davis Road, Tax Map 183, Lot 2.
- Approval Not Required (ANR) plan for Susan Straitt, one new building lot on Oakmont Avenue, Tax Map 62, Lot 8.
- Approval Not Required (ANR) plan for Mathew & Laurie Pearson, one new building lot off Bragg Hill Road (Tax Map 11, Lot 1).
- Approval Not Required (ANR) plan for Westminster Business Park LLC, relocation of the Midstate Trail (Tax Map 62, Lots 21 & 25).
- Approval Not Required (ANR) plan for Cecile Kelemen, lot line adjustment for 247 West Princeton Road.
- Approval Not Required (ANR) plan for Davit Realty Trust, lot line adjustment for 17 Sawin Drive.
- Approval Not Required (ANR) plan for Wuoti Living Trust, 86 Worcester Road, five new house lots. Approval Not Required (ANR) plan for Thomas & Suzanne Farias, lot line adjustment at 200 Minott Road.
- Approval Not Required (ANR) plan for The Normandin Group LLC, one new building lot at 32 Lanes Road.
- Approval Not Required (ANR) plan for Russell and Donna Levin, creating one new house lot at 212 Ellis Road.
- Approval Not Required (ANR) plan for the Normandin Group LLC, one new house lot at 32 Lanes Road.
- Approval Not Required (ANR) plan for Amy Kukta, one new building lot at 31 Batherick Road (Map 77, Lot 9).
- Approval Not Required (ANR) plan for Greenstone Realty LLC, one new house lot on Carter Road (Map 124, Lot 38.1).
- Approval Not Required (ANR) plan for Mark Babincsak, 19 Academy Hill Road (Map 110, Lot 93), two new building lots on Dawley Road and one new building lot on Academy Hill Road.

OTHER PROJECTS

During 2020, the Planning Board completed the following activities:

- Enacted a new stormwater management permitting system that involved adopting a new Stormwater Management Bylaw, Earth Removal Bylaw and

revising the Town's Low Impact Development Bylaw. This effort also included adopting new Stormwater Management Regulations and Low Impact Development Regulations, as well as making revisions to the Town's Earth Removal, Subdivision and Site Plan Regulations.

Provided comments on all of the applications before the Zoning Board.

Provided comments to the Board of Selectmen on citizen requests to withdraw land from the State's Chapter 61 taxation program.

GRANTS

- The Town received a \$32,000 grant from the MA Office on Disabilities that enabled the Town to prepare its first ever ADA Self-Assessment and Transition Plan.
- The Town followed up with the MA Office on Disabilities to secure \$27,200 to make some of the improvements recommended in the ADA Transition Plan.
- The Town received a Local District Technical Assistance grant from the Montachusett Regional Planning Commission to prepare maps for the Town's updated Open Space & Recreation Plan.
- Westminster is one of five communities in the region that is participating in a Community Development Block Grant (CDBG) obtained by the Montachusett Regional Planning Commission (MRPC) to provide funding to micro-businesses impacted by the Covid-19 virus.
- The Town Planner continues to research suitable grant opportunities and passes them on to relevant departments.

RESEARCH

- Working with the Treasurer-Collector, the Town Planner prepared an analysis of tax delinquent properties, evaluating them for potential municipal use (done annually).
- The Town Planner researched the status of old and outstanding subdivisions and shared the results of this research with other municipal departments (done annually).

LONG-RANGE PLANNING

- The Town Planner continues to serve as a member of the Montachusett Region Comprehensive Economic Development Strategy Committee and Brownfields Steering Committee.

Planning Board

- Planning Board member Mike Smith serves as the Planning Board's delegate to the Montachusett Regional Planning Commission.

- Planning Board Chairman Jon Wyman serves as the Town's representative to the Montachusett Region's Joint Transportation Committee.

2020 ANNUAL TOWN MEETING

For the Annual Town Meeting in June 2020, the Planning Board sponsored the following zoning amendments:

-New general bylaw regulating Stormwater Management for projects disturbing more than an acre of land (new Chapter 137).

- Minor revisions to the Low Impact Development general bylaw (Chapter 136) that will regulate stormwater management on projects disturbing between 10,000 square feet up to an acre of land.
- Revisions to the Earth Removal & Placement of Fill general bylaw (Chapter 97) to lower the threshold for projects requiring permits, increase the setbacks for such activities and include new stormwater management provisions.
- Revise Section 205-13 (Minimum Building Requirements), by adding a new Item 4 under Subsection B that would prohibit flag lots from using cul-de-sac turnarounds for their required frontage.

PLANNING DEPARTMENT ACTION PLAN FOR 2021

The Town Planner will undertake the following tasks in 2021:

Work with the ad-hoc committee to finish updating the Town's 2014 Open Space & Recreation Plan and submit it to the State for approval. Target date: first four months of 2021.

Work with the Parks and Recreation Board to secure a grant that will fund the design and construction of a new recreation facility at the Town's recently acquired property on Colony Road. Target date: May through June of 2021.

Work with the Economic Development Committee to update and print 3,000 copies of the Town's promotional map/brochure. Target date: end of June 2021.

Continue to oversee the senior housing project behind the senior center and assist the developer (Commonwealth Community Developers) as needed.

Administer the Town's ADA Project Grant. Target date:

first six months of 2021.

Host an interdepartmental meeting to review the Town's new stormwater management permitting system. Target date: spring 2021.

Continue to manage the Planning Board's caseload on a day-to-day basis.

Continue to participate in MRPC's Brownfields Steering Committee and Comprehensive Economic Development Planning Committee. Ongoing.

Continue to search out grant opportunities that are appropriate for our town. Ongoing.

Work with the Treasurer/Collector on the annual analysis of tax delinquent properties. Target date: summer of 2021.

Continue to represent the Town and advocate for its interests at State and regional meetings. Ongoing.

Advise and assist the Public Safety Building Committee as necessary. Ongoing.

Assist an Economic Development Working Group formed by the Greater Gardner Chamber of Commerce.

Begin updating the floodplain provisions in our Zoning Bylaw. Target date: end of 2021 once the Federal Emergency Management Agency issues the new Flood Rate Insurance Maps (FIRM) for Westminster.

Other special projects as assigned by the Selectmen and Town Administrator.

Any planning questions or comments should be directed to the Planning Board or Town Planner Stephen Wallace at (978) 874-7414 or swallace@westminster-ma.gov.

Respectfully submitted by:

Stephen Wallace, Town Planner
Nick Langhart, Member-at-Large

Economic Development Committee

The EDC's charge is to promote economic development in the Town's Commercial and Industrial zoning districts, work to retain existing businesses and provide a forum for discussing economic development in Westminister.

The Economic Development Committee is comprised of the following individuals:

Joe Serio – Chairman

Jeff Crowley – Vice Chairman

Jim DeLisle – Selectmen's Representative

Eric Callahan

Ralph LeBlanc

While 2020 was a slow year for the EDC (largely due to the pandemic), the Committee was still able to meet twice and accomplished the following:

The Committee, working with the Department of Public Works, was able to install three of the six wayfaring signs planned for the Town. The three signs were all installed in the Village Center in the fall.

The three remaining signs will be installed in the spring of 2021.

The EDC began updating the content of its popular promotional map/brochure that is distributed throughout Town and the region. This will be the brochure's second reprint. The updated brochure should be ready before the fall of 2021.

In 2021, the Committee plans to work on a design for a Town bulletin board to be placed on a small piece of Town-owned property at the intersections of Main Street, South Street and Academy Hill Road.

The EDC generally meets every month on the first Wednesday night of the month at 7:00 PM in Room 112 at Town Hall. All meetings are open to the public.

Any questions or comments regarding the activities of the Economic Development Committee may be directed to the EDC members or Town Planner Stephen Wallace at (978) 874-7414 or swallace@westminster-ma.gov.



Building Department



In spite of “2020”.....the Building Department was still quite busy processing permits for new single-family dwellings, renovations/additions, windows/doors/roofs, weatherization, deck repairs/replacements, woodstoves, residential solar panels and swimming pool permits were at a high of twenty-two (22).

The number of new dwelling permits amounted to much less in 2020 totaling thirty eight (38). Some locations were West Princeton Road, Lanes Road, Stone Hill Road and Bean Porridge Hill Road, just to name a few. The Woods of Westminster housing area is still on-going and continues to grow. The projects at Lighthouse Lane and The Village at Old Mill are now completed.

There were more commercial renovation permits for new office/warehouse spaces at 100 Simplex Drive and 95 Aubuchon Drive with new leasing tenants.

Still many residential solar panels permits were issued (thirty-seven (37) homes). There has been two (2) more Solar Array Field permits processed at Sargent Road and State Road West.

Unfortunately, the pandemic has set the building department back on our schedule of going live with processing permits online. However, we are moving forward again with it and in the next months, Electrical, Plumbing & Gas permits will be available to submit online through the View Point Permitting Software. All of these permits will also still be able to be submitted manually at the Building Department. For “Building Permits” online, submission should be live by the end of 2021. All permit application forms are still accessible at the Town of Westminster website under the Building/ Zoning Department – Downloadable Forms, and all of the permit applications are fillable PDF documents. Applicants can save time by directly typing in the information, print out and submit, and as always, hard copies are always available at the Building Department.

As a reminder, it is important to inform the residents of this community that a building permit must be obtained for any construction, alteration, addition, repair work, demolitions, pools, re-roofs, solar panels, etc....or to change the use or occupancy of a building. It is also the responsibility of the homeowner that when hiring a contractor or repair service, to ask if they are acquiring a permit for the work being performed and to make sure that there is a final inspection so the permit can be closed out. The homeowner will receive a “Letter of Completion”. It is always best to have record of repairs/ improvements and insure that they have been inspected and in the file of your address at the Building Department.

An electrical wiring permit is required for any work to the electrical system in all structures including low voltage wiring and for all solar panels installed within the town. All electrical work and permits must be obtained by a Massachusetts Licensed & Insured Electrician.

Further, any proposed plumbing or gas fitting work must be completed under the respective permits and all work must be done by a Massachusetts Licensed & Insured Plumber/Gas Fitter.

Permit applications should be submitted prior to beginning the proposed work. These codes are existing for the protection and safety of all. Please contact this department with any questions, or proposals to do any work as defined above. Lastly, please remember that pellet and wood stoves (any solid fuel burning appliance), require a building permit and needs to be inspected. A Certificate of Approval will be issued after inspection and may be required by your insurance company.

The Building Department is available to answer your questions and assist in making your building project experience a positive and safe one.

The Building Department is located on the second floor, Room 211, of the Town Hall. The office hours are: Monday through Thursday 8:00AM - 4:30PM, and Friday 8:00AM - 1:00PM.

Respectfully submitted,
Paul R. Blanchard, Building Commissioner/Zoning Enforcement Officer

Building Department

WESTMINSTER BUILDING DEPARTMENT			
Permit Activity for 2020			
Type of Building Permit		Number of Permits	Total Construction Value
<u>Residential</u>			000's
	One Family Dwellings	37	\$10,117,459
	Two Family Dwellings	1	\$352,000
	Alternations/Additions	81	\$2,726,310
	Accessory/Garages	27	\$1,003,006
	Swimming Pools	22	\$462,007
	Solar Panels	37	\$971,663
	Decks/Porches	33	\$286,945
	Sheet Metal	22	\$251,400
	Wood/Pellet Stoves	23	\$83,693
	Demolition	11	\$49,000
	Other- Roofs/Siding/Windows/Insulation/ Signs	114	\$1,586,406
	Foundation Only	3	\$41,400
	Weatherization	24	\$142,971
<u>Commercial</u>			
	Commercial / Solar Array Fields	2	\$9,449,670
	Alterations/Additions	8	\$695,315
TOTAL BUILDING PERMITS		445	\$28,219,245
FEES COLLECTED IN 2020			
	Building Permits	446	\$242,148
	Gas Permits	167	\$13,670
	Plumbing Permits	157	\$19,245
	Wiring Permits	359	\$76,826
	Safety Inspections	23	\$2,040
TOTAL PERMITS & FEES		1152	\$353,929

Conservation Commission

The Town of Westminster Conservation Commission is a five member commission, appointed to 3 year terms by the Board of Selectmen, whose duties are codified under the Conservation Commission Act MGL chapter 40 s 8C. The Commission enforces the Massachusetts Wetland Protection Act MGL chapter 131 s 40 and Article XXII of the local bylaws for the protection of wetlands.

The year 2020 was, as last year, one of a very busy and active agenda with public hearings and meetings for a wide range of projects from commercial development, subdivisions and small single family upkeep projects and larger scale industrial/commercial proposals and for the third year in a row, a large amount of Solar development. The Conservation Commission implemented Covid-19 remote working and meeting procedures for a seamless continuance of our public hearing and meeting progress. With staff still able to use the office in a staggered schedule to comply with Covid -19 protocols, the commission continued to provide uninterrupted customer service.

The Commission Agent continued examining the local by-law to determine if any revisions need to be made to it. He also has started working with the town on the e-permitting process and has maintained a cloud repository to enable the commission to review plans for public hearings remotely. The Commission continues to work with the town on familiarizing itself with the upcoming storm water mandates from the EPA and working towards compliance both by procedure and with any necessary codification as well as aiding with the community Notice of Intent to the EPA under the "MS4" regulations. The Commission is also actively participating in the establishment of local stormwater regulations currently being formulated by the planning board and Town Planner. The Commission Agent will be working to draft open space land use regulations for the commission's consideration. This is to codify already existing procedures long observed by the

commission and its residents.

The Commission has also continued to work closely with the Crocker Pond Association in the implementations of their management plans becoming actively involved in continuation of formulating updates designed to give a better picture of the overall health of the ecosystems and the various ways to ensure continued protection of these valuable resources.

The Commission thanks all the town agencies for a great year and look forward to many more!

Respectfully Submitted,

Daniel Bartkus, Chair

Gary Smith, Vice Chair

Rob Gendron, Member

Carrie Monty, Member

Timothy Sheehan, Member

Susan Kalagher, Administrative Assistant

Matthew S. Marro, Agent



Energy Advisory Committee

In 2020, amidst the global pandemic from COVID-19 the Energy Advisory Committee tried to continue our efforts to save money for the town while simultaneously helping all of New England to clean up our energy supply.

The solar Net Metering contract offered by Kearsarge Energy is now in its second year, earning the town a 20% reduction off the National Grid rates. As reported at the Fall 2019 town meeting we are on track to save the town more than \$20,000 per year by purchasing solar power.

At the beginning of December 2019, the Energy Advisory Committee recommended signing a fixed rate electricity contract with Constellation Energy for a 24-month term that covers all of 2020 and 2021. By purchasing this fixed rate, available through our membership in the Power Options energy purchase consortium, the Town of Westminster has avoided seasonal fluctuations in electricity rates. This action also saved the town more than \$5,000 in 2020, compared with the default rate offered by National Grid.

The initial batch of funding for Green Communities is nearly over. During 2020 we continued to work towards completing the installation of LED lighting fixtures at our library and at the Senior Center, but those projects are still in progress. The new lighting projects should save the library more than \$1,700 a year and over \$2,700 for the Senior Center every

year in electricity costs.

As a reminder, all of these projects were made possible by a \$141,500 grant afforded to us because we have been awarded Green Community status and have agreed to the following criteria which we track and report on annually:

- Adopt as-of-right permitting for renewable energy manufacturing or research and development facilities.
- Adopt an expedited permitting process for the above.
- Adopt a 20% energy reduction plan for all of the Town's energy use.
- Adopt a Fuel Efficient Vehicle Purchase Policy.
- Adopt the Stretch Building Code.

Energy savings to date: approximately \$25,000/year from efficiency improvements to lighting systems, building insulation HVAC control upgrades, high efficiency pumps and storm windows. Because this was funded through state grants, no town funds were spent.

The four volunteer members of the Energy Advisory Committee are Doug Hurley (Chairman), Kerry Koskinen (Secretary), Kevin Keena, and Heather Billings. We have an available space on our committee for another neighbor who is interested in helping the town save money by having cleaner air and water. Please check our webpage on the Town of Westminster website for more information if you are willing to help.



Ashburnham-Westminster Regional School District





ASHBURNHAM-WESTMINSTER REGIONAL PUBLIC SCHOOLS

2020 TOWN REPORT

Superintendent of Schools Office

11 Oakmont Drive
Ashburnham, MA 01430
Telephone: (978) 827-1434

Oakmont Regional High School

9 Oakmont Drive
Ashburnham, MA 01430
Telephone: (978) 827-5907

Overlook Middle School

10 Oakmont Drive
Ashburnham, MA 01430
Telephone: (978) 827-1425

J.R. Briggs Elementary School

96 Williams Road
Ashburnham, MA 01430
Telephone: (978) 827-5750

Meetinghouse Elementary School

8 South Street
Westminster, MA 01473
Telephone: (978) 874-0163

Westminster Elementary School

9 Academy Hill Road
Westminster, MA 01473
Telephone: (978) 874-2043

AWRSD SCHOOL COMMITTEE MEMBERS

Ashburnham

Christine Eddy	Term Expires 4/2023
B. Ellen Holmes	Term Expires 4/2023
Kyle Johnson (c)	Term Expires 4/2022
Winifred Kender	Term Expires 4/2021
Jennifer Storm	Term Expires 4/2022

Westminster

R. William Ewing	Term Expires 4/2021
Kimberly Russo	Term Expires 4/2023
Janet Smith	Term Expires 4/2022
Justin Sparks (vc)	Term Expires 4/2023
Andrew Storm (s)	Term Expires 4/2022

(c) = Chairperson

(vc) = Vice Chairperson

(s) = Secretary

DISTRICT ADMINISTRATION

Dr. Todd Stewart	Superintendent of Schools
Julie Surprenant	Director of Finance
Stacey Christiano	Director of Human Resources
Eric DeHays	Director of Technology
Kristina Bogosh	Director of Curriculum
Justine Muir	Director of Pupil Services
Ally Law	Nurse Manager
Eric Dawley	Director of Athletics

Mission

In the Ashburnham Westminster Regional School District, we focus on doing what is best for students to meet their academic and social-emotional needs to thrive in a global society through: academically challenging curriculum; community and civic engagement; continuous, responsible use of all resources and evolving technology; high quality, ongoing, focused professional development for staff; real world applications; reflection for continuous improvement; research based and data driven instructional practices; resilient, solution-based mindsets; and student input and ownership.

Vision

The Ashburnham Westminster Regional School District prepares all students to be contributing citizens of local and global societies in an ever-changing world.

**ASHBURNHAM-WESTMINSTER 2021:
A CONTINUOUS, STRATEGIC LEARNING PLAN**

EXCELLENCE AND INNOVATION IN TEACHING AND LEARNING

Theory of Action

If we set clear, high expectations for student learning; provide uniform curricula, instructional materials and lesson plans; and hold schools accountable for implementation, then students will be well prepared to be contributing citizens in an ever-changing world.

Objective #1	Objective #2	Objective #3
Integrate STEAM initiatives into the current curriculum.	Increase the capacity of teachers to deliver high quality instruction, which challenges and engages all learners.	Support the use of data to improve student learning.

INFORMATION, MEDIA, AND TECHNOLOGY

Theory of Action

If we provide current and appropriate technology infrastructure, professional development, and instructional programs, then our students and staff will be able to navigate a rapidly changing, information rich, media-driven environment in a responsible, ethical, and safe manner.

Objective #1	Objective #2	Objective #3
Keep technology infrastructure, software, and equipment current.	Create embedded technology professional development opportunities for staff.	Develop an instructional program to address social media safety and the ethical use of technology.

READINESS TO WELLNESS

Theory of Action

If the Ashburnham Westminister Regional School District develops and implements consistent readiness and wellness processes to address social/emotional, mental health, behavioral, and academic preparedness in a safe environment, then students will be available for learning thereby improving student performance.

Objective #1	Objective #2	Objective #3
Develop and articulate consistent tiered systems of academic, social, emotional, and behavioral support throughout the district.	Align mental health services and wellness strategies across the district.	Provide a safe, supportive, and nurturing setting for all learners.

SCHOOL ENROLLMENT INFORMATION
Breakdown of Pupil Enrollment (As of December 1, 2020)

Grade	Ashburnham	Westminster	School Choice	Total
PK	29	21		50
K	56	84		140
1	60	86	3	149
2	75	107	5	187
3	80	72	3	155
4	73	89	2	164
5	76	95	7	178
6	89	96	5	190
7	86	12	4	192
8	79	98	5	182
9	63	93	12	168
10	75	79	9	163
11	61	53	18	132
12	63	87	16	166
ACE	4	6	1	11
	1017	1244	117	2227

SCHOOL BUDGET

	FY19-20 Expense	FY20-21 Budget
1000 Administration	\$ 887,519	\$ 900,161
2000 Instruction	\$ 18,007,266	\$ 19,164,554
3000 Other School Services	\$ 2,791,687	\$ 3,131,649
4000 Operations and Maintenance	\$ 2,551,542	\$ 2,605,251
5000 Fixed Charges	\$ 4,764,618	\$ 5,051,680
6000 Community Services	\$ 8,000	\$ 8,000
7000 Acquisition of Fixed Assets	\$ 716,312	\$ 271,456
8000 Debt Retirement of Debt Services	\$ 740,790	\$ 717,190
9000 Programs with Other Systems	\$ 1,201,902	\$ 1,482,360
Total	\$ 31,669,636	\$ 33,332,299

SUPERINTENDENT'S MESSAGE

Dear Citizens of Ashburnham and Westminster:

This past school year has been like no other in history. The COVID-19 global pandemic has affected the Ashburnham Westminster Regional School District as I am sure it has impacted all of you. However, the District has come through the pandemic stronger than ever as this year has highlighted the strength, resiliency and dedication of our students, staff and families.

This year, AWRSD achieved for the first time a “one-to-one” ratio of electronic devices to students, allowing each and every student in our system their own device for use in school and at-home. While one-time funding and added urgency caused by the amount of at-home learning our students were required to do this year sped up this process, our students will benefit for many years to come as a result of these added devices.

This year also provided an opportunity for us to reimagine our work. Many educators discovered new methods and modes of instruction during the pandemic that will benefit their students long after we have returned to *normal*. Similarly, the partnership and collaboration that we have received from families as they have been forced to take on a far greater role in the education of their children. While we hope that parents and caregivers never again have to spend so many hours directly supervising their children’s educational progress, we do welcome even stronger partnership and collaboration between home and school as we move forward.

In short, the 2020-2021 school-year has been taxing and trying for all. But, it has also brought out the best in our students, in our staff, in our families and in our communities. It is privilege and honor to have the opportunity to work with you all every day toward ensuring that each and every one of our students receives the support, challenge and attention they deserve to prepare them for a lifetime of success and happiness.

Most sincerely,



Todd D. Stewart

Superintendent of Schools

OAKMONT REGIONAL HIGH SCHOOL

Oakmont Regional High School is a public high school with a strong core academic program, as well as excellent elective opportunities in art, music, tech engineering, foreign language, health and fitness and business. We are dedicated to serve the needs of all of our students, to prepare them for whatever they choose to do after graduation. We have a tremendously dedicated and professional faculty and staff. Our students and parents are committed to success and have made academic growth a priority. Our community is supportive. The school's Core Values are Communication, Self-Direction, Problem Solving, Responsibility, and Respect. The students also chose Four Pillars: Creativity, Motivation, Determination and Pride, which support the mission of our school on the foundation of our Core Values.



It seems a lifetime ago, but we began 2020 in normalcy. January was highlighted with World Language teacher, Jakki Therrien, a British national, becoming a United States citizen. Our students in the Friends Club were busy with social activities, and rehearsals for the spring musical were in full swing. Athletics and other co-curricular activities were running as normal. Numerous students were recognized for excellence in the Visual and Performing Arts and Writing at various shows and competitions. The Ashburnham Westminster Foundation for Academic Excellence (AWFAE) awarded a grant to our Technology Engineering department to purchase a state of the art 3D printer.

Then on March 15 a local decision was made to shut down our schools for a week. That was extended the next day by Governor Baker until April 6, then on March 25, the shutdown was extended to May 4. Finally, on April 21, the governor shutdown schools for the remainder of the school year.

Oakmont students were taught remotely during that time. Our teachers, students and parents quickly became versed in Google Classroom, Google Meets and other technology tools as methods of instruction. Traditional grades became Credit/No Credit, as teachers and students had to adjust to the circumstances. We were extremely proud of our faculty and students, and appreciative of parents, who for the most part, became the in-person educators.

Although the prom and other senior activities were cancelled, a senior parade was held to celebrate their last day of school through Ashburnham and Westminster. The police departments of both towns were instrumental in the event. The graduation ceremony for the Class of 2020 was held on a Saturday, July 18. In cooperation with the superintendent, both town administrators and boards of health, a modified in-person ceremony was planned with graduates and family/guest seating pods socially distanced. Student speakers were the highlight of the ceremony, which with the exception of no live music, was as close to a normal ceremony as possible.

The summer of 2020, after welcoming our new superintendent, Dr. Todd Stewart, was used to plan on our fall reopening taking into consideration the safety and academic needs of our students. All options were considered. At Oakmont, the decision was made to open the school in a fully remote model until mid-October, while we worked through the logistical challenges of the pandemic restrictions.

We were finally able to reopen on October 15 in a hybrid model. In that model, three cohorts of students were created: Cohort A (in-person learning on Mondays and Tuesdays, remote learning on Wednesdays, Thursdays and Fridays), Cohort B (remote learning on Mondays, Tuesdays, and Wednesdays, and in-person learning on Thursdays and Fridays.) Most teachers taught students in-person and at-home synchronously. While, depending on the subject, some teachers had to develop separate lesson plans for the students in the classroom and those learning remotely. Cohort C were fulltime remote students utilizing the state approved Florida Virtual School platform.



**Socially distanced lunch in the
Wyman-Therrien Gym**

Some of the measures put in place to meet state health and safety guidelines include: mandatory mask requirement, daily disinfecting of the building, the installation of hand sanitizers in every classroom and throughout the building, one

way hallways during passing time, staggered dismissal to avoid crowded hallways, and social distancing in classrooms and lunch. The work of our custodians under the leadership of head custodian Mike Parenteau has been invaluable in allowing us to remain open and provide in person activities for our students.

Three of our teachers were assigned to support our remote students in Cohort C; Ralph Kay (Math), Jane Stafford (English) and Jen Warren (Math). Thadeus Ciras (Math), Meagan Flaherty (Math), and Michaela Vick (English) were added to our faculty to replace the Cohort C teachers in the building. Assistant Principal Kathryn Miville has taken a leadership role in managing our Cohort C programming.

Additionally, Brian Cote joined the administrative team as our new Assistant Principal. Jackie Couture joined the Oakmont faculty after teaching Spanish at Overlook Middle School. Natalie Stassen was added to our Science department, replacing the retired Laurie Rheault. Stephanie Shaw joined our Special Education Department. Ryan King also transferred from Briggs Elementary as a Special Education Paraeducator. Barbara Jo Hamel was added as a fulltime building substitute to cover the anticipated increase in pandemic related staff absences. Skyler Alves, Lauren Rogers, Scott McGrath, Clay Parker and Norm Therrien were long term substitutes for staff on extended leaves.

Due to the focus on remote learning, the digital learning coaches were relocated to Oakmont. Katrina Sinclair and Tiffany Davis, work with our librarian, Jenna Morin, to support district teachers and students with instructional technology. Lori Rabeler was transferred from Briggs to assist the DLCs. Jason Sharron also joined the District IT department, and is based out of Oakmont.

This fall we were able to hold a virtual National Honor Society induction ceremony and a virtual Undergraduate Award ceremony.



Undefeated Boys' Basketball Team

In athletics, the 2019-20 boy's hockey and basketball teams qualified for the district tournament. Since March, the athletic seasons have been a challenge. The entire 2020 spring season was cancelled. The athletic director worked extremely hard with administration and other ADs to run fall and winter athletics within the state safety guidelines. Teams were placed in competition pods to minimize exposure and, despite, numerous postponements due to Covid quarantines, the field hockey, boys' and girls' soccer, boys and girls cross country and golf completed successful fall seasons. Girls' and boys' basketball and girls' and boys' hockey competed in the winter season. The boys' basketball team was

undefeated with a record of 10-0. Unfortunately, winter track was not able to compete because no venues were able to meet safety guidelines. Football and Unified Basketball were not able to compete in the fall, but we anticipate they will be able to compete in March and April of 2021, and softball, baseball, outdoor boys' and girls' track, unified track, and boys' and girls' lacrosse to compete beginning April 26, 2021.

We are extremely proud of our students and their accomplishments in and out of the classroom. We are especially proud of their resilience during this pandemic. They are clearly a reflection of their parents and community, with the help and support of the professional faculty and staff at Oakmont.

Oakmont Regional High School publishes a monthly newsletter. To keep up with the current achievements and events involving Oakmont students go to <https://www.awrds.org/oak/news/>. We also maintain Facebook (<https://www.facebook.com/Oakmont-Regional-High-School-1659966270884549/>), Twitter (@OakmontRegional) and Instagram ([oakmontrhs](https://www.instagram.com/oakmontrhs)) pages to better communicate with our students, parents and community. The student newspaper is published on-line at <https://oakmonitoronline.com/> and OTV can be accessed on Comcast Channel 9 or at www.awcatv.org each morning around 7:30 am.

Respectfully submitted by David Uminski, Principal

OVERLOOK MIDDLE SCHOOL

My name is Christine Martellio. In the Spring of 2020, the OMS community conducted several interviews for their new principal, and I am honored to say that I was chosen as the next administrator to lead the team. I began my career as a high school math teacher back in 1993, and taught until my son, Alex, was born in 1999. I was fortunate to stay home while he was little, and during that time, we added a daughter, Morgan, to our family in 2001. In 2004, I began working as a permanent substitute and MCAS tutor, and then accepted a middle school math teacher position, which I held until 2016. In 2016, I began my journey in Administration at Chocksett Middle School in Sterling, where I was an Assistant Principal, Team Chair, and 504 Coordinator until accepting the responsibility of leading the Overlook Middle School.

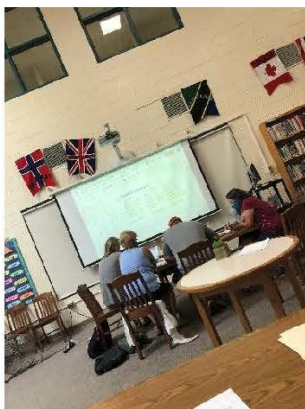


At Overlook Middle School, we offer a supportive team approach while focusing on rigorous academic programs designed to improve learning and growth. In order to maximize student success, we continue to encourage and build strong parent and community partnerships. We believe that we are stronger together as a learning community and that our team efforts and differentiated approach help prepare our students for their future.

This year, our school focused on creating a positive, safe, and secure learning environment where students could grow not only academically but also socially and emotionally. As we are all aware, this came with quite a challenge given the coronavirus pandemic and the ever changing face of education.

In January 2020, the OMS community underwent an administrative change with the addition of Kristina Bogosh as the interim Principal. She was in the building for a short time before the news of a pandemic hit.

On March 15, 2020 the staff at Overlook Middle School was informed that school would be closed due to the pandemic. There was uncertainty and confusion as no one knew what this meant for the students. OMS, as all other schools in the commonwealth, relied on guidance from the State to determine what getting back into the classroom would look like.



As time moved forward, situations changed, things were fluid and teachers, students and families had to adjust. Education during the coronavirus pandemic was not typical. It was nothing that the school community had ever done before. Our teachers put together distance learning plans, adapted their teaching in the blink of an eye, learned new online platforms, but most of all missed "their kids" and the sense of community here at Overlook Middle School. Our Tech Department facilitated amazing professional development for teachers and students and worked collaboratively with the community to ensure students had the proper access to the technology they desperately needed. Our students were also struggling to learn in a new environment, but they were still learning! They were adapting and adjusting. They were learning how to chat via google, working simultaneously in a document with their teachers and peers, and navigating new and exciting websites.

Over the summer months, the staff participated in working groups to adjust the schedule, the learning environment and the curriculum to meet the needs of our students when they returned in the hybrid model for the Fall. Additionally, the staff participated in several hiring committees and we welcomed Lonnie Simmons, Assistant Principal, Erin Bergin, grade 7 English Language Arts Teacher, Alanna Toomey, grade 6 Social Studies Teacher, Christle Gage, Special Education Teacher and Olivia Lucier, Digital Literacy Teacher. Throughout the year, we also welcomed Ashley Whitney, building substitute, Jon Miganowicz, paraprofessional, and Jeff Carignan, custodian.

Preparation for the 20-21 school year began on August 27, 2020 with 10 days for professional development. Faculty and staff were able to focus on technology, curriculum, the social & emotional impacts of the pandemic and planned collaboratively to prepare lessons and strategies for the students to return safely.



On September 14, we welcomed our students back into the building. The lunch process was different. All students and staff were wearing masks, taking mask breaks and needed to maintain physical distance which didn't matter because we were back together. Our "kids" were back and the building was filled with stories of the summer and the energy only a building filled with students can bring.

However, the year looked different, the staff and students made the best with what they had. We had students who jumped in and created online clubs including: Book Club, Art Club, Baking Club, Debate Club, Dungeons & Dragons Club and Craft Club. Additionally, we were able to run the Fishing Club, a full Band and Chorus, the Yearbook and Wingspan Student Newspaper, Student Council and Drama Clubs. Our students and staff participated in the Monster Dash, facilitated a much needed food drive and participated in a 12-day winter challenge. Together, we successfully navigated waters we never knew existed.

It was the resilience and patience of all of the Overlook Community which made 2020 a successful school year. We would like to thank the following:

Parents - Thank you for your partnership in this ever changing world of Education. The students and teachers needed you this year more than ever and we appreciate all that you do!

Students - Thank you for your energy and motivation as we continually navigate different models of learning. Thank you for your patience and flexibility with the new look and feel of school. Thank you mostly for your kind spirit, it's why we do what we do!

Teachers - Thank you for your endless energy, skills and devotion to Overlook Middle School. It is because of you that our students are who they are!

If you would like to learn more about the Overlook Middle School Community we welcome you to join us on Facebook @OverlookEagles, on Twitter @OverlookEagles, or on Instagram overlook_eagles.

Respectfully Submitted by: Christine Martellio, Overlook Middle School ~ Principal



MEETINGHOUSE SCHOOL / WESTMINSTER ELEMENTARY SCHOOL

This year proved to be a school year unlike any that we have experienced in the past. Our schools closed their doors on March 13, 2020 and did not open for students until September 14, 2020. During the summer, we had about 60 students withdraw from our school for homeschool. We also had about 54 students opt into our fully remote program: Cohort C.

Despite the pandemic, we continued to see families move to Westminster and enroll their children in our schools. As of December 2020, the total number of students housed in MHS and WES was 481.

Meetinghouse School

Grade	Students	Sections	Class Size Cohort A	Class Size Cohort B	Classroom Teachers
Kindergarten	74	4	10	9	Kristin Burke, Jen Collins Beth Foster, Missy Spuria
1 st	72	5	7	8	Lisa Cook, Isa Rebholz, Kate Romano, Melissa Sullivan, Pam Terry
Cohort C Grades K/1	8	1			Sarah Reidy

Westminster Elementary

Grade	Students	Sections	Class Size Cohort A	Class Size Cohort B	Classroom Teachers
2 nd	91	5	10	8	Lynne Courtemanche, Deb Perrett, Kelly Haynes, Laura Quinn, Kerry Volke
3 rd	70	4	10	7	Sue Drake, Caron Goodwin, Danielle Grillo, Karen Perrett
4 th	83	4	11	10	Talia Baril, Ben Checheta, Jen Kilmartin, Juliet O'Brien
5 th	91	4	11	12	Susan Alario, Mackenzie Aveni Cori Litalien, Eric Sifert
Cohort C 2/3	16	1			Ashley Melanson
Cohort C 4/5	21	1			Kristi Desalle

Between our two schools, we have over 75 faculty and staff members that are supervised by the administration of Principal Kathleen Taylor and Assistant Principal Dawn-Marie Ayles.

MHS and WES continue to share special subject teachers. During each school day students have a 40-45 minute special subjects class. This year for our hybrid model, we decided to keep students with the same specialist for a 3-week rotation. Every 3 weeks students begin another cycle with a new special subject.

Special Subject	Teacher
ART	Annie Banning
MUSIC	Kris Lucander
PHYSICAL EDUCATION	Olivia Creonte
TECHNOLOGY	Natalie Breen

New Faculty Members



Melissa Sullivan
Grade 1 Teacher



Kelly Haynes
Grade 2 Teacher



Alicia Bizotto
Special Education Teacher

Beginning of Remote Learning

In June, teachers entered the school building and their classrooms for the first time since March 13th. They were given one day to pack up student belongings, pack up their belongings, and prepare the classroom for summer cleaning. As you can imagine, this was a monumental task. In the spring time, remote learning was an emotional and difficult journey. We needed to rethink everything we did and look for new and creative ways to teach our students. When we did enter our buildings, and close them up for the summer, it was heartbreaking not have the opportunity to say goodbye and give hugs to our students.



Bringing closure to the school year was difficult, we looked for creative ways to say goodbye for the summer. After packing up students' desks and labeling their belongings, many teachers were able to stand outside and wave goodbye as cars pulled up to collect students' work and belongings.

Since the beginning of the pandemic, our staff meetings have taken on a new form via Google Meet. While Google Meets provide an avenue to connect about important topics, it does not replace the value of in person meetings. We look forward to the time when we are able to meet in the same room again.





The start of new traditions

At the end of the school year, we couldn't possibly let our 5th graders leave us without a proper goodbye. This resulted in a new tradition of a 5th grade promotion night car parade. This event exceeded our expectations and provided some much-needed fun and closure to the school year. Each 5th grade student drove up with their family to WES to receive a promotion certificate and a special promotion night t-shirt from their 5th grade teacher. Mr. Lucander set up a PA system and announced the arriving student. The cheers and noise must have been heard throughout downtown. Many other staff members from both MHS and WES also showed up and cheered on students as they drove off towards middle school.

Hybrid and Remote Learning

Hybrid teaching is really hard and remote teaching may be even more difficult. Students thrive when they are in our classrooms and can interact with each other and their teachers. In 2020, we had to shift our thinking and change the way we do everything in our schools. Everyone needed to be reminded that it was okay not look for perfection. In fact, we used this opportunity to talk about how mistakes can help us to slow down and learn. Our staff, students and families faced challenges like never before. Learning online and socially distanced is not ideal, but together we are making it work.

In our hybrid model, students attend school in person two days out of the week, Cohort A on Monday and Tuesday and Cohort B on Thursday and Friday. Wednesdays are fully remote days for all students and allow for the custodial staff to do a deep cleaning of all our buildings. Early on, teachers began to live stream morning meetings from their classroom to be able to include all students in activities that are taking place here in our buildings. Additionally, afternoon remote check-ins with students allow teachers to have an "eye" on kids when they are not physically in the building.

Likewise, we had many families choose our Cohort C, fully remote model. These students check-in daily with their assigned teacher and complete assignments using the Buzz platform.



In this picture, teachers model how the cafeteria looks when students sit 6 feet apart. In order to accommodate all students, we need to use the gym for lunch.



Gym class is held outdoors whenever feasible.



In order to keep students and staff safe, student desks are spread out in rows to help keep proper social distancing. On cohort days, students sit 6 ft apart by filling in every other desk.

WES Playground Updates

We are excited to announce that a new playground is coming to WES in the spring/summer of 2021! It has been a long process, but one with an end result that will be sure to bring smiles to all the children of Westminster.



Pick-ups and Drop-offs: New Routine

In years past, parents/guardians that wanted to pick-up their child in person would come into the building at the end of the day and wait in the extended day lobby outside our cafeteria. On any given day, there could be upwards of 30 adults waiting in each building's lobby. The pandemic gave us the opportunity to re-evaluate our drop-off and pick-up procedures and tighten our school security. With our new drive-up service and the help of our Westminster Police Department, we are able to accommodate over 90 cars at WES and 50 at MHS every school day that our hybrid model is in session.



Cultural Diverse Book Donation

Thanks to the generosity of the "Picnic in the Park" organizers, Jennifer Samuels and Iris Martin, our school received \$500 for Westminster Elementary to purchase culturally diverse books for our library. They also donated a basket of books to get us started.

To say I'm proud of our students and staff is an understatement. The resiliency and determination ALL have shown to find the good in a challenging situation has been inspirational. Students and staff have adapted quickly to our new routines/procedures and genuinely seem happy to be in our buildings. As the first few weeks of school commenced, a sense of calmness and confidence grew. Although our situation has not been ideal, there are definitely many lessons and take-aways from our experiences. I have no doubt that we will continue to learn and make positive changes as we move forward.

Silver Linings

- *More time outdoors for breaks and lessons
- *New perspectives and reflections on why we do certain things
- *More creative thinking
- *Increased collaboration as we problem solve new situations
- *More efficient routines, some of which we will keep
- *Grace and patience for all as we navigate COVID teaching and learning

With every new challenge, there is an opportunity to reflect, refine and try something new! The pandemic has certainly brought tremendous change to how we educate our students. This has been a challenge for both educators and parents. We are incredibly grateful for the support of our families and community as we navigate through these ever-changing times.

Respectfully Submitted,

Principal Kathleen Taylor

Annual Report 2020 | Earnings In Excess of \$500 7/1/19 - 6/30/20

Adair, Carmella I	Extended Day	\$	1,944.75
Adams, Carl R	Paraeducator	\$	23,508.53
Aho, Marcia A	Extended Day	\$	7,612.09
Alario, Susan	Fifth Grade Teacher	\$	67,610.71
Alessandrini, Stephanie Marie	Achieve Teacher	\$	52,571.89
Allain, Johanna L	Paraeducator	\$	24,167.17
Allen, Christine M	Substitute	\$	5,644.54
Allen, Daniel R	Substitute	\$	1,252.14
Allen, Gianna Rose	Athletic Trainer	\$	57,342.86
Allen, Kathy Anne	Paraeducator	\$	34,004.48
Allen, Steven C	Substitute	\$	1,314.60
Altobelli, Dana N	Social Studies Teacher	\$	95,835.16
Alves, Skylar	Coach	\$	2,656.00
Anderson, Margaret	Paraeducator	\$	22,792.26
Archangelo, Alana Heather	Science Teacher	\$	91,523.44
Asadoorian, Derek Gregory	Math Teacher	\$	80,802.84
Asadoorian, Maureen	First Grade Teacher	\$	54,131.08
Aubuchon, Jeffrey William	Social Studies Teacher	\$	41,285.59
Aveni, Mackenzie Haley	Fifth Grade Teacher	\$	58,707.86
Axelson, Robert Peter	Evening Custodian	\$	15,517.10
Ayles, Dawn-Marie	Assistant Principal	\$	90,130.00

Ayotte Leblanc, Danielle A	Paraeducator	\$	35,506.77
Babineau, Michele	Paraeducator	\$	24,698.37
Badolato, Lauren	Adjustment Counselor	\$	87,462.54
Baer, Jim W	Head Custodian	\$	75,372.88
Banning, Anne Madalyn	Art Teacher	\$	86,720.84
Baril, Talia Clarise	Fourth Grade Teacher	\$	60,452.86
Barker, Megan J	Substitute	\$	535.51
Barnard, Charles A	Director of Building/Grounds	\$	85,992.96
Barrett, Glen Lawrence	Paraeducator	\$	10,739.14
Barrett, Lucinda	Extended Day	\$	2,917.69
Barron, Cheryl Lynn	Paraeducator	\$	36,438.90
Barry, Gregory James	Art Teacher	\$	91,674.73
Barry, Theresa	Art Teacher	\$	79,021.58
Batten, Olivia L	Extended Day	\$	2,570.63
Beaudoin, Brian Gregory	Art Teacher	\$	37,707.84
Beaulieu, Alexis	Extended Day	\$	3,463.02
Becotte, Katelyn	Academic Skills Teacher	\$	39,211.63
Beliveau, Tara	School Psychologist	\$	69,848.22
Belkin, Kristin D	Reading Specialist	\$	78,142.84
Bell, Andrew Joseph	Computer Education Teacher	\$	51,522.79
Benes, Cassandra	Substitute	\$	1,152.00
Bennett, Katherine Florence	Fifth Grade Teacher	\$	94,937.28

Brown, Brenda L	Paraeducator	\$	24,217.11
Brown, Kimberly T	SUB - Teacher JRB	\$	624.75
Brown, Megan E	Extended Day	\$	2,252.81
Brown, Stacie Rene	Science Teacher	\$	103,597.74
Bubnowicz, Kimberly A	Speech Pathologist	\$	80,742.84
Burke, Caitlin	Paraeducator	\$	37,553.16
Burke, Kristin Marie	Kindergarten Teacher	\$	82,510.17
Caisse, Richard A	Evening Custodian	\$	42,652.85
Caldwell, Renee	Special Education Teacher	\$	70,694.62
Campagna, Beth J	Foreign Language	\$	74,813.31
Caouette, Timothy R	English Teacher/Coach	\$	72,384.84
Capone, Leslie Ann	Paraeducator	\$	25,743.75
Carey, Ina A	Administrative Asst.	\$	19,195.18
Cariglia, Anne E	Special Education Teacher	\$	40,724.53
Caron, Kenneth W	Treasurer	\$	10,500.00
Castelline, Erin Margaret	First Grade Teacher	\$	8,356.57
Champa, Rachel J	English	\$	57,342.86
Chapman, Marissa S	Substitute	\$	1,600.16
Chartrand, Michael	Coach	\$	3,900.00
Checheta, Benjamin Alan	Fourth Grade Teacher	\$	55,484.01
Childress, Jill Berglind	Speech Pathologist	\$	54,097.53
Christiano, Stacey A	Director of Human Resources	\$	34,158.78

Bennett, Lija Kane	Special Education Teacher	\$	70,191.94
Bennett, Steven W	Evening Custodian	\$	49,201.00
Berg, Troy C	Health/Fitness Teacher	\$	69,209.57
Billings, Brian	Coach	\$	6,811.75
Bilodeau, Jonan C	Substitute	\$	2,539.63
Bizzotto, Alicia M	Paraeducator	\$	23,920.83
Blackwood, Erica L	Speech Pathologist	\$	44,156.92
Bogaard, Katrina Nicole	Paraeducator	\$	30,105.50
Bogan, Sandra	Substitute	\$	1,499.81
Bogosh, Kristina M	Curriculum/Academic Serv Coordinator	\$	118,572.62
Bosse, Caitlin A	Substitute	\$	538.70
Bosselait, Todd P	Coach	\$	2,817.00
Bourque, Jordan	Extended Day	\$	6,158.00
Boyce, Laura S	Recess Aide	\$	6,511.56
Brackett, Brian A	Substitute	\$	1,633.86
Braks, Marcella E	Substitute	\$	2,613.80
Brasili, Trina A	Kindergarten Teacher	\$	19,699.60
Bray, Meghan M	Paraeducator	\$	4,064.95
Brazeil, Kathleen	Café Worker	\$	1,724.45
Brennan, Kathleen A	ACE Teacher	\$	67,481.53
Brillon, Mark K	Extended Day Director	\$	45,115.42
Brogna, Rebecca	Fifth Grade Teacher	\$	71,732.10

Creonte, Olivia Cecile	Health/Fitness Teacher	\$ 51,159.40
Crewe, Megan F	Social & Emotional Learning Teacher	\$ 49,627.80
Cringan, Cynthia L	First Grade Teacher	\$ 90,335.47
Croteau, Peter	Evening Custodian	\$ 32,815.61
Crowley, Donna M	Social Studies Teacher	\$ 94,441.78
Cucchiara, Craig Raymond	Fifth Grade Teacher	\$ 69,347.32
Cudak, Karlene Mary	Long Term Substitute/Coach	\$ 24,968.50
Cummings, Judith Ann	Math Teacher	\$ 78,892.84
Cunningham, John M	Evening Custodian	\$ 47,842.60
D'Attilio, Mara G	Extended Day	\$ 1,656.57
Dabney, Brenda Joyce	Third Grade Teacher	\$ 83,275.58
Daigle, Jessica	English/Reading/Lang Arts Teacher	\$ 62,457.53
Davis, Chardell B	Reading Specialist	\$ 3,889.88
Davis, Mary Jean C	Reading Specialist	\$ 42,819.63
Davis, Nancy E	Paraeducator	\$ 27,072.10
Davis, Tiffany Grace	Digital Learning Coach	\$ 100,277.73
Davolio, Diane Roumbakis	Second Grade Teacher	\$ 43,077.21
Dawley, Eric G	Health/Fitness Teacher/Athletic Director	\$ 99,503.85
De Cola, Kelley Ann	OASIS TEACHER	\$ 55,484.01
Deangelis, Nicole M	Extended Day	\$ 35,868.00
Deaver-Whittier, Regina A	BCBA Teacher	\$ 90,872.84
Dehays, Eric M	Director of Technology	\$ 86,192.00

Ciras, Thaddeus	Long Term Substitute	\$	13,852.39
Clark, Victoria	LPN/Bus Monitor	\$	11,079.00
Clinton, Madeline	Day Custodian	\$	46,919.86
Cohen, Barbara	ESL Teacher	\$	79,385.58
Collette, Rita W	School Data Coordinator	\$	45,900.00
Collins, Jennifer Janet	Kindergarten Teacher	\$	77,475.58
Comeau, Carlene M	Paraeducator	\$	35,155.19
Connell, Walter Zigmund	OASIS	\$	61,837.53
Connolly, Karen Marie	Paraeducator	\$	33,693.57
Contois, Colby D	Day Custodian	\$	50,822.25
Contois, Steven D	Head Custodian	\$	78,417.36
Cook, Lisa J	First Grade Teacher	\$	41,179.06
Corliss, Ashley	English/Reading/Lang Arts Teacher	\$	52,150.78
Cormier, Brenda A	Coach	\$	7,161.00
Cormier, Kimberly Ann	Family Health Teacher	\$	92,615.16
Correia, Jean Diane	First Grade Teacher	\$	84,772.01
Courtemanche, Claire E	Speech Pathologist Asst	\$	20,978.77
Courtemanche, Lynne Mary	Second Grade Teacher	\$	83,810.16
Coutu, Joshua Michael	Math Teacher	\$	53,160.26
Couture, Jaclyn M	Foreign Language Teacher	\$	81,625.21
Coyne, Erin	Guidance Counselor	\$	54,039.22
Craigen-Blood, Becky A	Café Worker	\$	5,208.39

Demarco, Derek M	Paraeducator	\$ 30,042.39
Demarco, Maryann	Administrative Asst.	\$ 45,907.60
Dembek, Jamie Lee	Preschool Teacher	\$ 70,409.57
Demoura, Kris Samuel	Music Teacher	\$ 106,299.84
Denio, Lauren M	Fifth Grade Teacher	\$ 43,419.38
Denis, Nicole	Paraeducator	\$ 6,197.84
Descarreaux, Kevin N	Coach	\$ 4,191.00
Desmond, Steven F	Day Custodian	\$ 45,391.64
Devoe, April R	Receptionist	\$ 14,331.00
Dewhurst, Alexander	English Teacher	\$ 49,341.16
Dewick, Amanda N	Extended Day/Recess Aide	\$ 20,522.89
Dewick, Karen S	Extended Day	\$ 3,812.12
Diamond, Nicholas J	Evening Custodian	\$ 8,235.44
Dill, Samantha M	Coach	\$ 2,753.00
Divoll, Shannon T	Library Aide	\$ 19,972.89
Dolan, Kimberley A	Administrative Asst.	\$ 43,131.10
Doucette, Patricia J	Paraeducator	\$ 21,656.70
Douglas, David E	Paraeducator	\$ 29,138.00
Douglas, Timothy Mark	Health/Fitness Teacher	\$ 87,664.83
Drake, Sue Allison	Third Grade Teacher	\$ 79,648.31
Driscoll, Jason	Substitute	\$ 543.28
Driscoll, Timothy S	Evening Custodian	\$ 50,695.88

Dubovick, Amy L	Guidance Counselor	\$ 110,546.03
Duffy, Beth	Second Grade Teacher	\$ 26,405.10
Dufour, Daniel James	Science Teacher/Coach	\$ 81,599.00
Duncan, Brett Michael	Social Studies Teacher	\$ 89,650.04
Duncan, Sarah Katherine	Social Studies Teacher	\$ 77,207.85
Dupuis, Rebecca Marie	Paraeducator	\$ 18,304.16
Duteau, Michael R	Coach	\$ 7,161.00
Edmonds, Gracemarie S	Long Term Substitute	\$ 6,498.56
Egan, Mary A	Paraeducator	\$ 36,377.30
Erickson, Jeanne E	Business Office Asst.	\$ 50,511.20
Ethier, James David	Social Studies	\$ 49,569.89
Ewell, Robin L	Guidance Counselor	\$ 95,529.10
Ewing, Claudia L	Paraeducator	\$ 25,043.74
Faiola, Jessica Lynn	Paraeducator	\$ 19,286.61
Farley, Louise Karen	Kindergarten	\$ 24,667.11
Ferrick, Alicia	Substitute/Music Instructor	\$ 3,688.25
Field, Brittney Anne	Science Teacher	\$ 47,180.16
Finnegan, Patricia	Paraeducator	\$ 21,550.76
Fitzgerald, Edward David	In House Supervisor/Asst. Athletic Director/Coach	\$ 47,172.64
Flaherty, Meaghan A	Paraeducator	\$ 21,616.84
Fleck, Debra Ann	Preschool Teacher	\$ 86,220.20
Flis, Jane	Nurse	\$ 64,377.82

Gilmartin, Anne	Substitute	\$	1,368.00
Girouard, Jean Frances	Math Teacher	\$	93,041.76
Girouard, Jeanne D	Substitute	\$	2,540.66
Goguen, Chelsea	Extended Day	\$	3,115.50
Golembiewski Disalle, Kristi Leigh G	Art Teacher	\$	81,644.15
Goodwin, Caron Ann	Third Grade Teacher	\$	88,306.52
Graves, Andrew M	Head Custodian	\$	65,013.64
Gregoriou, Jane C	Substitute	\$	1,129.58
Griffin, Shirley L	Science Teacher Part-Time	\$	2,057.13
Hachey, Lauren M	Paraeducator	\$	23,199.26
Haddad, Melissa Anne	Special Education Teacher	\$	63,962.73
Hamel, Beth A	Café Worker	\$	7,455.36
Hamilton, Mya K	Extended Day	\$	1,816.13
Hanks, Thea	Assistant Cook/Café Worker	\$	12,858.45
Hansen, Kelly A	Paraeducator	\$	25,782.77
Hapshe, Chad James	Social Studies Teacher/Long Term Substitute	\$	32,798.49
Harmon, Zachary T	Extended Day	\$	9,257.17
Harrison, Jana Elizabeth	Community Childhood Coordinator	\$	81,120.00
Haschig, Lee Ellen	Paraeducator	\$	34,885.50
Hatch, Tori L	Extended Day	\$	4,829.02
Hazel, Megan	Recess Aide/Substitute	\$	8,145.04
Healey, Carol E	Substitute	\$	1,689.38

Fluet, Tracy M	Kindergarten Teacher	\$	61,207.53
Fortier, James R	Music Instructor	\$	2,350.00
Fortier, Melody R	Paraeducator	\$	23,857.89
Foss, William	Therapeutic Teacher	\$	65,642.53
Foster, Elizabeth M	Kindergarten Teacher	\$	99,091.78
Francis, Caitlin	Third Grade Teacher	\$	70,089.57
Francis, Dorene A	Substitute	\$	624.76
Fuller, Maurita	Substitute	\$	3,497.67
Fuller, Thomas W	Evening Custodian	\$	49,751.03
Gagnon, Lynn Marie	Recess Aide	\$	7,037.05
Galeota, Katharine	Kindergarten Teacher	\$	65,642.53
Galeota, Nathan J	Teacher for Visually Impaired	\$	62,004.21
Garlock, Abigail	Extended Day	\$	4,250.57
Gastonguay, Kelly A	Special Education Teacher	\$	65,137.21
Gates, Hannah Elizabeth	Math Teacher	\$	49,334.84
Gauthier, Christine M	Day Custodian	\$	47,217.20
Gauvin, Brittany R	Paraeducator	\$	21,803.32
Gauvin, Kimberly Ann	Payroll/Benefits Manager	\$	59,198.40
Gemborys, Alicia C	Recess Aide	\$	6,636.42
Gemborys, Alicia C	Café Worker	\$	417.38
Giacobbe, Paul L	Paraeducator/Coach	\$	21,117.38
Gilbert, Taylor	Extended Day	\$	2,400.00

Jette, Harrison R	Marching Band Instructor	\$	750.00
Jette, Tracy Ann	Special Education Teacher	\$	74,899.69
Johnson, Jane L	Paraeducator	\$	25,578.89
Johnson, Maureen	Substitute	\$	2,231.26
Jones, Gerard R	Math Teacher	\$	88,317.73
Jones, Kenneth M	Substitute	\$	4,506.94
Jones, Peter Andrew	Technology Education Teacher	\$	39,550.96
Josefiak, Cathryn A	Paraeducator	\$	21,550.76
Joseph, Joshua J	Paraeducator	\$	28,707.27
Kalagher, Susan H	Library Aide	\$	26,528.04
Kay, Ralph Warren	Math Teacher	\$	80,875.21
Kelly, Cheryl L	Substitute	\$	6,059.21
Kelly, Timothy J	Marching Band/Percussion	\$	2,200.00
Khan, Aisha	Asst. Cook/Café Worker	\$	13,713.36
Kilmartin, Jennifer Aubrey	Fourth Grade Teacher	\$	58,084.01
Kimber, Jeremy J	Coach	\$	3,200.00
King, Ryan R	Paraeducator	\$	19,720.66
Kortegast, Laura R	Administrative Asst.	\$	39,377.87
Kosciak, Alexandra Jennifer Hogan	Adjustment Counselor	\$	27,741.99
Koskinen, Sophia E	Extended Day	\$	1,872.02
Kostich, Nicholas Carlyle	Science Teacher	\$	54,862.42
Kozloski, Gary R	Coach	\$	2,656.00

Hecker, Alexandra B	Extended Day	\$ 3,380.41
Heffernan, Jessica Anne	Nurse	\$ 57,950.82
Hicks, Emily L	Paraeducator	\$ 30,697.62
Higgins, Carol A	Café Worker/Substitute	\$ 16,066.46
Higgins, Wendy	Administrative Asst.	\$ 44,938.80
Hildreth, Lauren	Extended Day	\$ 35,868.00
Hirons, Karsa Monique	Social & Emotional Learning Teacher	\$ 63,857.21
Holman, Taryn Elizabeth	Guidance Counselor	\$ 67,818.13
Holmes, Kathleen M	Substitute	\$ 7,592.64
Holt Breen, Natalie Shea	Technology Education Teacher	\$ 61,240.42
Horgan, Ann McNally	Preschool Teacher	\$ 49,302.73
Horgan, Kevin	Science Teacher	\$ 48,360.84
Houston, Lindsey A	Paraeducator	\$ 13,948.50
Humphrey, Patricia H	Paraeducator	\$ 22,861.36
Hylan, Richard A	Paraeducator	\$ 22,782.13
Ide, Jennifer M	Paraeducator/Substitute	\$ 13,899.45
Jackson, Cynthia Ann	Second Grade	\$ 81,098.47
Jackson, Robert D	Paraeducator/Coach	\$ 28,414.63
Jaiman, Sylvia E	Café Worker	\$ 7,719.36
Jensen, Jennifer Lynn	English/Reading/Lang Arts Teacher/Coach	\$ 78,876.78
Jepson, Kenneth Hayward	Math Teacher/Coach	\$ 84,137.34
Jepson, Randall Bruce	Math	\$ 104,518.11

Kublbeck, Kyle	Summer Custodian	\$	4,242.00
Labell, Gabriel B	Winter Percussion Instructor	\$	500.00
Laine, Kelley Ann	Speech	\$	83,554.31
Laliberte, Ryan E	Coach	\$	3,900.00
Lambert, Ryan J	Social Studies Teacher/Coach	\$	81,150.57
Lanciani, Christine A	Substitute	\$	3,193.89
Landanno, Katherine	Paraeducator	\$	13,808.31
Landine, Jennifer Anne	Paraeducator	\$	6,802.93
Landry, Karen E	Group Leader	\$	15,903.57
Lantry, June Mary	IEP/504 Substitute	\$	3,919.38
Lapointe, Chris James	Speech Pathologist	\$	79,992.84
Larson, Madonna Marie	ACE	\$	78,142.84
Lavoie, Jamie	Extended Day	\$	1,376.27
Law, Alicia	Nurse	\$	50,172.51
Lawrence, Elizabeth M	Paraeducator	\$	15,197.54
Leamy, Connor	Extended Day	\$	1,286.25
Leary, Bonnie June	Substitute	\$	834.75
Leblanc, Albert	Substitute	\$	12,257.13
Leblanc, Christine	Substitute	\$	1,834.00
Leblanc, Julie A	Substitute	\$	3,270.00
Leblanc, Maura	Extended Day	\$	1,736.27
Leblanc, Sophia G	Extended Day	\$	6,709.95

Leblanc, Susan M	Extended Day	\$ 3,698.33
Leblanc, Tanya Rae	Special Education Teacher	\$ 53,943.16
Leblanc, Wendy Lee	Business	\$ 69,980.42
Leonhardt, Patricia A	Substitute	\$ 1,714.78
Lilley, Jennifer Ruth	Assistant Principal	\$ 96,827.18
Litalien, Cori A	Fifth Grade Teacher	\$ 73,976.94
Livi, Janet G	Substitute	\$ 1,096.52
Loescher, Andrea G	Paraeducator	\$ 21,842.86
Lofquist, Susan M	Nurse	\$ 71,017.22
Long, Emily Faye	Art Teacher	\$ 22,592.12
Lordan, Joseph Paul	Music Teacher	\$ 87,934.63
Lordan, Melinda A	Drama/Music Teacher	\$ 56,679.06
Losordo, John Joseph li	Second Grade Teacher	\$ 77,475.58
Lucander, Kris Vilho	Music	\$ 90,418.69
Macintosh, Douglas	Summer Custodian	\$ 3,453.00
Maillet, Alexis E	Recess Aide	\$ 6,588.71
Maillet, Elizabeth L	Administrative Asst.	\$ 30,789.87
Malnati, Lori J	Adjustment Counselor	\$ 62,664.30
Margarita, John	Coach	\$ 567.90
Marinelli, Kathryn Estelle	Paraeducator	\$ 26,108.93
Marino, Jaime Lynn		\$ 8,425.06
Marion-Cox, Carrie Ann	Third Grade Teacher	\$ 88,392.84

Marlborough, Linda Anne	Paraeducator	\$	24,917.11
Marquis, Patricia Mina	Long Term Substitute	\$	3,831.93
Martin, Julie A	Café Worker	\$	6,970.31
Martin, Melissa Dawn	Social Studies Teacher	\$	95,504.78
Masterman, Elizabeth	Adjustment Counselor	\$	55,878.53
Mathieu, Morgan E	Extended Day	\$	6,160.08
Maxwell, Jonathan Craig	Network Administrator	\$	57,141.20
Maynard, Lianna	Extended Day	\$	10,440.19
Mccaffrey, Edwin B	Business	\$	11,708.47
Mccarthy, Kathleen Ann	Administrative Asst.	\$	44,147.61
Mccarthy, Ryan Thomas	Special Education Teacher	\$	51,194.00
Mccullin, Gina M	Coach	\$	4,025.50
Mccullock, Brian R	Marching Band Design	\$	2,450.00
Mcgonigle, Noel	Extended Day	\$	19,385.13
Mcloughlin, Juneanne M	Administrative Asst.	\$	40,185.40
Mcnamara, Nicholas J	Coach	\$	8,000.00
Mcneill, Kellee Lauren	Social Studies Teacher	\$	60,613.86
Medeiros, Amie M	Paraeducator	\$	508.74
Melanson, Ashley Marie	Second Grade Teacher	\$	66,247.54
Mellekas, James	Excel Teacher	\$	64,209.36
Michalowski, Maria I	Substitute	\$	4,169.85
Miller, Amy H	Coach	\$	5,002.00

Miller, Deborah C	Paraeducator	\$	34,254.48
Miller, Theresa Marie	WINGS Teacher	\$	82,092.36
Milne, Lindsay	Therapist Alternative Program	\$	70,898.22
Miville, Kathryn Ann	Dean of Students	\$	101,075.00
Moeckel, Jarrod	Extended Day	\$	7,683.04
Monaghan, Ryan Michael	Fourth Grade Teacher	\$	49,569.89
Money, Kristyn J	Extended Day	\$	7,199.16
Moore, Rebecca	Recess Aide	\$	2,727.04
Moores, Amy J	Café Worker	\$	6,954.02
Moorman-Smith, Gretchen R	Fourth Grade Teacher	\$	89,498.53
Moran, Colleen Joan	Special Education Teacher	\$	58,044.01
Morin, Inga M	Administrative Asst.	\$	33,937.59
Morin, Jennifer Taylor	Librarian	\$	80,864.63
Morin-Trotta, Nicole	Extended Day	\$	1,926.25
Morneau, Christina L	Paraeducator	\$	23,834.43
Morrison, Nicole E	Kindergarten Teacher	\$	62,052.86
Mossman, Joann Alex	Science Teacher	\$	93,513.78
Mullins, Stephen D	Paraeducator	\$	21,410.48
Munnis, Sandra J	Café Worker	\$	12,255.24
Munroe, Kristen Louise	Paraeducator	\$	879.84
Munroe, Laurie Marie	Second Grade Teacher	\$	104,393.78
Murphy, Richard	ASST TECH INTEGRATION SPEC	\$	34,827.80

Murphy, Robin M	First Grade Teacher	\$	82,510.16
Myracle, Germaine Maria	Title I Teacher	\$	62,737.21
Nader, Theresa M	Café Cook/Baker	\$	15,997.87
Nalewski, Peter E	Substitute	\$	2,307.76
Nally, Patrick D	Literacy Teacher	\$	26,520.00
Navin, Susan M	Café Worker	\$	6,797.12
Nelson, Ritchie Alan	Paraeducator	\$	18,494.83
Nevard, Mark David	English Teacher	\$	86,309.53
Nolan, Larissa Jane	Paraeducator	\$	22,459.50
Noonan, Thomas Wayne	Substitute	\$	6,288.19
Norris, Devin E	Recess Aide	\$	6,628.36
North, Nathaniel Eldride	Principal	\$	104,610.00
O'Brien, Juliet M	Fourth Grade Teacher	\$	60,652.86
O'Callaghan-Greco, Suzanne Marie	Partnership Program Teacher	\$	67,521.94
O'Connell, Lavaun Marie	Substitute	\$	2,766.76
O'Day, Rebekah Lee	Special Education Teacher	\$	16,250.72
O'Keefe, Patricia M	Winter Color Guard Design/Marching Band Inst	\$	1,616.00
O'Neil, Mary K	ELL Teacher	\$	10,216.90
O'Neill, Jeffrey B	Coach	\$	4,934.00
Ogando, Santiago Wilkins	Foreign Language	\$	36,235.86
Olden, Jonathan C	Coach	\$	2,656.00
Orcutt, Jillian Vee	Social Studies	\$	49,569.89

Ortiz, Danny	Coach	\$ 7,590.00
Osborne, Janelly	Paraeducator	\$ 25,996.11
Paajanen, John E	Paraeducator	\$ 30,195.68
Pack, Jonathon D	Extended Day	\$ 3,345.20
Padilla, Jane	Substitute	\$ 1,224.01
Palmer, Randall R	Interim Special Education Director	\$ 104,238.52
Palojarvi, James M	Evening Custodian	\$ 58,616.76
Pantojas, Josue S	Coach	\$ 2,656.00
Parenteau, Danielle	Third Grade Teacher	\$ 58,796.52
Parenteau, James M	Head Custodian	\$ 81,340.13
Parker, Paula Mary	Special Education Out of District/Early Childhood	\$ 103,931.72
Pelkey, Brendan D	Extended Day	\$ 4,360.15
Pence, Michael S	Winter Color Guard Instructor	\$ 600.00
Perez, Melinda M	Paraeducator	\$ 32,231.48
Perkins-Cote, Jennifer Lynn	English Teacher	\$ 82,911.93
Perrett, Debra Lynn	Second Grade Teacher	\$ 92,260.16
Perrett, Karen Elaine	Third Grade Teacher	\$ 85,040.69
Peterson, Dawn M	Paraeducator	\$ 1,031.04
Peterson, Kristin E	Paraeducator	\$ 23,091.39
Pettes, Andrea L	Social & Emotional Learning Teacher	\$ 9,827.15
Phelps, Audrey Ellen	Foreign Language Teacher	\$ 15,537.65
Pikkarainen, Rachel A	Café Worker	\$ 6,262.48

Pilger, Alexander	Guidance Counselor	\$ 64,765.22
Pilsbury, Becky M	Administrative Asst.	\$ 43,080.15
Pilsbury, Emily P	Substitute	\$ 2,346.02
Pinkes, Danielle L	Adjustment Counselor	\$ 35,469.90
Popik, Michael G	Substitute	\$ 619.45
Porpora, Patrick	Coach	\$ 5,679.00
Potter, Douglas Edwin	Science Teacher	\$ 71,809.57
Powderly, Michael C	Mar Band Design/Winter Perc Visual	\$ 1,584.00
Proctor, Catherine Alice	Third Grade	\$ 44,773.47
Provencial, Wendy E	Paraeducator	\$ 23,857.89
Provost, Amy Lynn	Kindergarten Teacher	\$ 74,158.21
Pulnik, Katie Elizabeth	Speech Pathologist	\$ 7,879.88
Quinn, Jared Raymond	Technology Education	\$ 81,998.45
Quinn, Laura M	Fifth Grade	\$ 59,715.33
Quist, John H	Paraeducator	\$ 30,054.71
Rabeler, Lorraine J	Library Aide	\$ 22,238.07
Racine, Lucinda A	Extended Day	\$ 17,293.84
Rebholz, Isa	First Grade Teacher	\$ 48,360.84
Rehler, Sandra Christine	Interim Superintendent	\$ 174,418.94
Reidy, Sarah	Kindergarten Teacher	\$ 40,190.63
Renda, Olivia	Substitute	\$ 749.06
Rengo, Kaelah A	Paraeducator	\$ 26,121.13

Rheault, Laurie Anne	Science Teacher	\$	83,810.16
Rheaume, Melissa Marie	Math Teacher	\$	47,180.19
Ricard, Carly M	Paraeducator	\$	23,485.19
Richardson, Elizabeth T	Paraeducator	\$	25,541.21
Ridley, Shauna	Extended Day	\$	3,594.95
Rigney, Abigail Mare	Assistant Principal	\$	92,257.00
Riley, Katrina	Kindergarten Teacher	\$	54,131.06
Risi, Jillian L	Extended Day	\$	17,378.39
Roberts, Jessica	First Grade Teacher	\$	54,010.16
Robichaud, Kellie Ann	Fourth Grade Teacher	\$	90,988.61
Robichaud, Michelle A	Recess Aide	\$	7,625.88
Robillard, Amie R	Administrative Asst.	\$	23,567.14
Robinson, Beth Ann	Title I Reading Specialist	\$	58,052.86
Rocheleau, Arthur J Jr	Evening Custodian	\$	30,410.20
Rogers, Lauren J	Paraeducator	\$	23,091.39
Rogers, Pamela S	Café Worker	\$	7,884.80
Romano, Mary Kate	First Grade Teacher	\$	80,875.21
Romano, Owen M	Summer Custodian	\$	3,360.00
Romano, Peter John	Math Teacher/Coach	\$	83,093.11
Romano, Timothy A	Evening Custodian	\$	31,425.81
Rosenfeld, Rachel E	Director of Human Resources	\$	61,812.60
Rouleau-Wojnas, Beth P	Paraeducator	\$	27,345.13

Roy, Leanne J	Health/Fitness Teacher/Coach	\$	95,929.52
Ruble, Courtney H	Extended Day	\$	19,884.25
Ruschioni, Cynthia Mary	Paraeducator	\$	34,004.48
Russo, Kimberly	Substitute	\$	1,447.14
Saisa, Phillip Edward	Principal	\$	133,420.72
Samuels, Evander Anthony	Math Teacher	\$	48,360.83
Sargent, Debra Ann	Medicade	\$	6,000.00
Sargent, Sarah L	Paraeducator	\$	22,974.03
Schlier, Gretchen B	Recess Aide	\$	7,267.39
Secino, Gregory Andrew	Technology Education Teacher	\$	86,147.68
Seifert, Stephanie	Extended Day	\$	2,136.50
Semenza, Emily	Extended Day	\$	9,618.24
Seppelin, Gayane T	Paraeducator	\$	24,584.30
Sharkey, Marcia Ann	Nurse	\$	14,730.47
Shattuck, Lori Beth	English/Reading/Lang Arts Teacher	\$	81,625.21
Shaw, Stephanie	Paraeducator	\$	870.48
Shea, Abby A	Substitute	\$	5,304.00
Shell, Laureen E	Substitute	\$	2,543.65
Sifert, Eric L	Fifth Grade Teacher	\$	90,024.03
Simkewicz, Andrew J	Coach	\$	3,000.00
Sinclair, Katrina M	Digital Learning Coach/Coach	\$	80,864.88
Sinclair, Rachel	SUB - Para OMS	\$	1,006.75

Smeltekop, Brittany Michelle	Assistant Principal	\$	98,941.45
Smeltekop, Christopher	Grounds Keeper	\$	6,561.69
Smith, Kristin M	Paraeducator	\$	28,538.53
Smith, Michael	Substitute	\$	2,014.00
Solominsky, Somer	Substitute	\$	5,690.91
Sparks, Katharine C	Fourth Grade Teacher	\$	54,682.42
Sparrow, Michelle Marie	English/Reading/Lang Arts	\$	62,345.03
Spencer, Elizabeth A	Extended Day	\$	1,193.00
Spuria, Melissa Jill	Kindergarten Teacher	\$	48,360.84
St Cyr, Michele Marie	Substitute	\$	2,020.89
St Laurent - Kuehl, Paula J	Administrative Asst.	\$	37,849.95
Stacy, Lily	Extended Day	\$	3,753.13
Stafford, Jane Elizabeth	English Teacher	\$	87,214.63
Stanton, Christine R	Paraeducator	\$	33,693.57
Stanton, Gail Isabel	Accountant	\$	76,783.20
Stark, Adam C	Marching Band Design/Winter Perc Ensem	\$	1,966.00
Stefanakos, Paula Jean	English Teacher	\$	80,361.84
Stewart, Todd Duncan	Incoming Superintendent	\$	14,329.50
Stiles, R Lincoln Jr	Social Studies Teacher/Coach	\$	96,817.48
Stone, Angel Mae	Paraeducator	\$	29,937.09
Stone, Juana C	Paraeducator	\$	26,504.64
Streeks, Stephen	Extended Day	\$	4,780.46

Stukuls, Amy Mcfaul	Special Education Teacher	\$ 81,625.21
Surprenant, Julie M	Director of Finance	\$ 130,640.00
Swaney, Donna M	Day Custodian	\$ 48,495.85
Sylvester, Kristina M	Paraeducator	\$ 34,146.39
Syvari, Elizabeth	Substitute	\$ 3,820.89
Szalay, Lawrence M	Art Teacher/Coach	\$ 85,063.00
Tagan, Jessie	Extended Day	\$ 15,248.16
Tamaren, Cynthia K	Special Education Teacher	\$ 61,207.53
Tammaro, Karissa	Math Teacher	\$ 39,211.63
Taylor, Kathleen Marie	Principal	\$ 111,988.60
Taylor, Nancy	Nurse	\$ 65,647.82
Terry, Pamela Ellen	First Grade Teacher	\$ 79,942.84
Testa, Aaron W	Coach	\$ 2,501.00
Therriault, Kathi Mariaagnes	School Committee Secretary	\$ 2,125.73
Therriault, Marc Andrew	Physical Education Teacher/Coach	\$ 65,985.41
Therrien, Jacqueline Mary	Foreign Language	\$ 66,049.36
Therrien, Norman	Substitute	\$ 6,694.65
Thibault, John M	Coach	\$ 2,501.00
Thibeault, Alex Paul	Technology Education Teacher	\$ 47,519.48
Thompson, Meaghan	Paraeducator	\$ 21,049.17
Thompson, Susan C	Substitute	\$ 3,228.00
Thompson, Valerie D	Technology Assistant	\$ 39,981.19

Thrailkill, Jason C	Marching Band Inst/Winter Perc Battery	\$	1,416.00
Tobia, Carolyn Jean	English/Reading/Lang Arts Teacher	\$	92,760.16
Tobin, Vicki A	Paraeducator	\$	6,975.67
Torrey, Laura W	Paraeducator	\$	11,914.50
Tree, Jo R	Substitute	\$	2,222.50
Tshudy, Jarrod A	Extended Day	\$	1,773.33
Tufts, Sharon L	Assistant Cook/Café Worker	\$	13,584.31
Uminski, David Paul	Principal	\$	137,638.00
Vallee, Symantha M	Coach	\$	3,583.00
Vallera, Kaitlin M	Paraeducator	\$	24,161.15
Valley, Paulina	Substitute	\$	3,416.21
Vera, Aimee L	Special Ed Teacher	\$	81,092.53
Veroude, Kathleen M	Special Education Director	\$	71,535.77
Volke, Kerry Ann	Second Grade Teacher	\$	79,172.78
Walsh, Kathleen W	Special Education Teacher	\$	78,142.84
Walsh, Thera D	Extended Day	\$	1,756.33
Warren, Jennifer Lyn	Math Teacher	\$	51,332.69
Wells, Shelley Marie	COMPASS Teacher	\$	67,047.53
Wetherbee, Sara J	Paraeducator	\$	15,640.90
Whitaker, Katherine V	Guidance Counselor	\$	72,807.66
Whittemore, Kelsi S	Paraeducator	\$	26,121.13
Wiegand, Karen H	Paraeducator	\$	29,851.82

Wilder, Wendy Jane	Paraeducator	\$	26,333.74
Williams, Mary L	Long Term Substitute	\$	23,902.20
Wilson, Kelcey	Evaluation Specialist	\$	63,317.05
Wirta, Cindy L	Café Worker	\$	7,606.63
Woollacott, Elizabeth Rutter	Special Education Teacher	\$	77,718.00
Young, Jason A	Science Teacher	\$	93,789.84
Zaniewski, Krystyna Maree	Science	\$	49,569.89
Zbikowski, Sadie Jo	Business	\$	42,543.12

Financial Reports



Board of Assessors

The Board of Assessors respectfully submits their annual report for 2020. The Board held 10 posted meetings.

The primary responsibility of the assessor's office is the valuation of all real estate & personal property in the Town of Westminster. Under Massachusetts General Laws Chapter 59, Section 38, the Board of Assessors must assess all property, real & personal, at full and fair cash value. These values are used as the basis of the local property tax. The office also administers all real estate tax exemptions, real estate tax abatements, personal property abatements and excise tax abatements.

In addition, the Assessing Department must administer the processing of motor vehicle excise tax bills, which are generated from the Mass Registry of Motor Vehicles. We review applications for MV, RE & PP abatements, Senior & Veteran exemptions, 3ABC, Forms of List & Chapter land forms.

The Assessor's Office hours are: Monday-Thursday, 8-4:30 and Fridays, 8-1. The phone number is 978-874-7401 and the fax is 978-874-7462. Field Cards & Plot Plans are on the Westminster Website. www.westminster-ma.gov

The following is information compiled during the calendar year 2020:

# Of motor vehicle bills processed	11,010
\$ Amount committed to collector	1,423,475.54
# Of motor vehicle abatements granted	455
\$ Amount of abatements granted	79,751.27

During 2020, the Board of Assessors were required to do an Interim of the whole town, for real estate, and submit a LA3 Report to the Department of Revenue; this is required every year. This form reports the results of sales analysis for real estate and review of commercial and industrial market indicators. The community's assessments must be equitable and consistent with accepted Massachusetts appraisal measures of assessment level and uniformity.

In cooperation with the Fire and Police Departments, the Board of Assessors makes the necessary changes needed regarding street numbers for all properties. Land sales or new construction may often require that street numbers change to correspond numerically and geographically correct. It is imperative that our town's emergency personnel locate all properties in case of an emergency. Therefore, the small inconvenience caused by re-numbering is a necessary step for the safety of the town's residents. The Fire Department currently assigns street numbers to new residences and

notifies the board of any changes. This board also works closely with the Treasurer/Collector, Board of Health, Board of Selectmen, Conservation Commission, Personnel, Accountant, Town Administrator, Town Planner, Town Clerk, Veteran's Department, Council on Aging, Highway Department, Police Department and the Building Department.

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

Respectfully submitted,

Donald Frigoletto, Chairman

Robin L. Holm

Robert J. Sampson



Board of Assessors

THE FOLLOWING WERE CALCULATED ON A
FISCAL YEAR 2020
(JULY 1, 2019– JUNE 30, 2020)

Fiscal year 2020 tax rate \$17.55 per thousand dollars of valuation

	<u>VALUE</u>	<u>TAX</u>
Real Estate	905,123,199	\$15,884,912.14
Commercial	58,827,717	\$1,032,426.43
Industrial	40,472,000	\$710,283.60
Personal Property	<u>45,192,458</u>	<u>\$793,127.64</u>
Totals	1,049,615,374	\$18,420,749.81

EXEMPTIONS GRANTED	<u>NUMBER</u>	<u>AMOUNT</u>
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Widow/widower

Clause 17D	24	\$4,405.92
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Veterans:

Clause 22	61	\$24,400.00
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Clause 22E	26	\$26,000.00
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Clause 22D	2	\$8,166.02
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Clause 22 Paraplegic	1	\$3,689.89
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Blind:

Clause 37A	2	\$1,000.00
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Elderly:

Clause 41B	11	\$5,769.50
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Treasurer/Collector

TOWN COLLECTOR'S REPORT						
PERIOD ENDED JUNE 30, 2020						
	FISCAL	COMMITTED OR		ABATED OR	REFUNDED OR	
	YEAR	FORWARDED	COLLECTED	LIENED	ADJUSTED	BALANCE
REAL ESTATE TAX	2018	2734.77	2734.77	0	0	0
	2019	273339.99	176866.9	96473.09	0	0
	2020	17627632.31	17347648.16	91978.35	1614.45	189620.25
PERSONAL PROPERTY TAX	2019	1352.63	782.33	0	265.78	836.08
	2020	793127.66	776534.22	153.7	1677.4	18117.14
ROLL BACK TAXES	all years	2949.48	0	0	0	2949.48
MOTOR VEHICLE EXCISE	2015	3833.55	152.5	0	0	3681.05
	2016	3802.2	268.75	0	0	3533.45
	2017	7862.52	2211.51	1331.97	1331.97	5651.01
	2018	19768.5	10751.73	1473.86	2918.7	10461.61
	2019	273284.14	247368.92	14200.36	12175.69	23890.55
	2020	1270870.81	1153305.17	31961.68	10734.01	96337.97
WATER USAGE	2019	58732.9	19856.62	39164.9	259.36	-29.26
	2020	942263.04	891842.71	5706.36	6238.37	50952.34
WATER LIENS	2019	1906.09	1464.39	441.7	0	-17063E-13
	2020	39164.9	36355.83	0	0	2809.07
WATER SERVICES	2019	1323.31	1323.31	0	0	0
	2020	7118.66	6623.45	0	75	570.21
TOWN COLLECTOR'S REPORT						
PERIOD ENDED JUNE 30, 2020						
	FISCAL	COMMITTED OR		ABATED OR	REFUNDED OR	
	YEAR	FORWARDED	COLLECTED	LIENED	ADJUSTED	BALANCE
HOLMES PARK WATER ASSESSMENT	2019	858.44	858.44	0	0	0
	2020	3680.21	3457.83	0	0	222.38
LEINO PARK WATER ASSESSMENT	2019	375	375	0	0	0
	2020	35075	34500	0	0	575
SEWER USAGE	2019	62808.39	22574.01	40234.38	0	7.27596E-12
	2020	1215286.56	1096139.43	56223.42	1103.07	64026.78
SEWER LIENS	2019	3021.42	3021.42	0	0	0
	2020	40234.38	37370.36	0	0	2864.02
SEWER SERVICES	2019	864.75	864.75	0	0	0
	2020	12899.59	12787.09	0	0	112.5
APPORTIONED	2019	211.31	211.31	0	0	0
SEWER BETTERMENTS						
SEPTIC LOAN PROGRAM	2016	201980.48	2278.89	15753.32	0	183948.27
NOT YET DUE						
SEPTIC LOAN APPORTIONED	2019	2968.14	0	2968.14	0	0
LOAN PRINCIPAL REPAYMENTS	2020	15753.32	12793.52	0	0	2959.8
SEPTIC LOAN APPORTIONED	2019	813.59	0	813.59	0	0
LOAN INTEREST REPAYMENTS	2020	4182.43	3431.67	0	0	750.76
SEPTIC LOANS LIENED	2020	3781.71	3781.71	0	0	0

Treasurer/Collector

TOWN TREASURER'S REPORT						
PERIOD ENDED JUNE 30, 2020						
	FISCAL YEAR	COMMITTED OR FORWARDED	SUBSEQUENT TAXES ADDED	COLLECTED	ABATED OR TRANSFERRED TO TAX POSSESSIONS	BALANCE
TAX LIENS RECEIV- ABLE	all years	390,266.23	107,598.95	70,700.57	75,780.51	351,384.10
TAX POSSESSIONS	all years	53,800.24	75,780.51	0.00	0.00	129,580.75
DEFERRED TAXES	all years	0.00	0.00	0.00	0.00	0.00

Treasurer/Collector

TOWN TREASURER'S REPORT

PERIOD ENDED JUNE 30, 2020

GENERAL FUND

Town Clerk's Cash Drawer	100.00
Treasurer/Collector's Cash Drawer	100.00
DPW's Cash Drawer	50.00
Citizens Bank	170,052.61
Eastern Bank	533,046.13
Enterprise Bank	3,123,046.90
Greenfield Cooperative Bank	1,234,302.80
Massachusetts Municipal Depository Trust	379,049.11
Rollstone Bank	248,185.12
UniBank for Savings	5,031,644.94
Webster Five	1,909,657.40
TD Bank	515,510.33

SPECIAL FUNDS

<u>Citizens Bank</u>	
1856 Hearse House Building Fund	698.08
250th Anniversary Fund	24,886.49
Aalto/Salo Memorial	2,823.00
Altobelli Memorial	4,195.23
Board of Health 53G	0.14
Compost Bin Sales	206.58
Conservation Commission/Stein Fund	1,455.22
Cultural Council	10,304.68
Forbush Memorial Library Endowment Fund	583.64
Inflow & Infiltration	4,596.38
Law Enforcement Trust	27,982.64
Library State Grant	32,547.13
Planning Board Escrow	129.55
Planning Board Escrow/Rte. 31 Business Park	29,406.60
Planning Board Escrow/Westminster Woods/53G	1,162.74
ZBA Cell Tower/53G	326.02
Zoning Board/Kingsbury Arms/53G	769.58
Zoning Board/Mountain View Estates/53G	3,127.79
Westminster Business Park Phase II	234,418.80
Westminster Business Park 53G Depot	20,870.19
Nexamp Solar Theodore Drive	63,083.27
Nexamp Solar 235 So Ashburnham Road Bond	63,341.05
Newton Road Planning Board 53G	1,648.39
Ellis Road Solar	2,096.92
Westminster Estates II	2,941.29
Biz Park Roadway A	1,943.41
Biz Park Roadway B	2,100.92

Treasurer/Collector

TOWN TREASURER'S REPORT

PERIOD ENDED JUNE 30, 2020

SPECIAL FUNDS

Citizens Bank (continued)

Kirali Court	786.19
Lighthouse Lane	138,303.65
Borrego Solar - Livermore	3,489.49
Bean Porridge Hill Solar 53G	3,306.90
26 Theodore Drive Solar	40,010.09
Carter Road Fill	1,395.29
Village at Old Mill 53G	6,581.45
Tangent Solar	7,482.47
345 South Ashburnham Road	50.03
Blacks Pond Road	915.05
Ellis Road Inspections	9,404.91
Rowtier Dr Solar Inspection	8,004.94
Sargent Road Solar Inspection	9,859.09
Adams St Subdivision Review	890.00

UniBank

Conservation Special Use Permit	5,026.49
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Bartholomew & Company

Stabilization Fund/General	5,978,619.38
Stabilization Fund/Building Maintenance	1,648,824.97
Stabilization Fund/Capital Equipment	2,567,662.57
Stabilization Fund/Technology	996,127.77
Stabilization Fund/OPEB	2,898,548.20
Stabilization Fund/Road Maintenance	3,220,899.30

TRUST FUNDS

Bartholomew & Company

Charles F. Giles Fund	123,531.77
Conservation Fund	5,329.01
Fred W. Smith Poor Fund	124,113.48
Joseph Forbush Worthy Poor Fund	90,614.92
Westminster Grange Fund	603.79
OPEB Trust Fund	120,151.07

CEMETERY FUNDS

Bartholomew & Company

Expendable Funds/Non-Expendable Funds	323,856.39
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LIBRARY FUNDS

Bartholomew & Company

Expendable Funds/Non-Expendable Funds	77,243.33
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TOTAL ALL FUNDS

32,094,023.06

Treasurer/Collector

TOWN TREASURER'S REPORT

PERIOD ENDED JUNE 30, 2020

GENERAL FUND

Town Clerk's Cash Drawer	100.00
Treasurer/Collector's Cash Drawer	100.00
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Ellis Road Solar	2,096.92
Westminster Estates II	2,941.29
Biz Park Roadway A	1,943.41
Biz Park Roadway B	2,100.92

Treasurer/Collector

TOWN TREASURER'S REPORT

PERIOD ENDED JUNE 30, 2020

SPECIAL FUNDS

Citizens Bank (continued)

Kirali Court	786.19
Lighthouse Lane	138,303.65
Borrego Solar - Livermore	3,489.49
Bean Porridge Hill Solar 53G	3,306.90
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Blacks Pond Road	915.05
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UniBank

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Bartholomew & Company

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TRUST FUNDS

Bartholomew & Company

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CEMETERY FUNDS

Bartholomew & Company

Expendable Funds/Non-Expendable Funds	323,856.39
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LIBRARY FUNDS

Bartholomew & Company

Expendable Funds/Non-Expendable Funds	77,243.33
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TOTAL ALL FUNDS

32,094,023.06

Town Accountant

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

In fiscal year 2020 the Town Accountant oversaw financial transactions of \$35,539,820 in revenue and receipts and \$32,010,680 in expenditures, for a combined total of transactions in the amount of \$67,550,500.

The following financial statements are included in this report:

Balance Sheet-All Funds Types and Account Groups

Appropriation and Expenditure Report/Activity Report

Detailed Schedule of Receipts

Helpful information for understanding the financial statements reported.

Definitions

Fund - A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives.

Proprietary Funds - The Town maintains two types of proprietary funds. They are referred to as Enterprise Funds. Enterprise Funds - uses the economic resources measurement focus to account for the following specific operations in a manner similar to private business. The Town uses enterprise funds to account for water and sewer functions.

General Fund - The government's primary operating fund. It accounts for all financial resources of the general government except those

required to be accounted for in another fund.

Stabilization Fund - This is used to account for certain unencumbered accumulated financial resources that are subject to appropriation as directed by the Town's legislative branch. These funds are typically used for nonrecurring expenditures, usually capital in nature, unexpected items that may arise during the year, or they may be targeted resources for a particular use.

Special Revenue Fund - Account for the proceeds of specific revenue sources, other than those for major capital projects that are restricted legally to expenditure for specified purposes.

Agency Fund - Account for assets held by a government in a purely custodial capacity.

Capital Projects Fund - Account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds or trust funds).

Respectfully submitted,

Julie M. Costello, CPA

Town Accountant



Town Accountant

General Fund Balance Sheet						
Description				Account#		Balance 6/30/2020
Petty Cash				1020		100.00
Treasurer's Cash Drawer				1021		100.00
Invested Cash				1040-0000		6,421,957.05
Personal Property Taxes Receivable 2019				1210-2019		836.08
Personal Property Taxes Receivable 2020				1210-2020		18,117.14
Real Estate Taxes Receivable, 2020				1220-2020		189,620.25
Tax Liens Receivable				1240-0000		350,846.66
Roll Back Taxes Receivable				1255-0000		2,949.48
Motor Vehicle Excise Receivable 2015				1260-2015		3,681.05
Motor Vehicle Excise Receivable 2016				1260-2016		3,533.45
Motor Vehicle Excise Receivable 2017				1260-2017		5,651.01
Motor Vehicle Excise Receivable 2018				1260-2018		10,461.61
Motor Vehicle Excise Receivable 2019				1260-2019		23,890.55
Motor Vehicle Excise Receivable 2020				1260-2020		96,337.97
Tax Foreclosures				1880-0000		129,580.75
TOTAL ASSET						7,257,663.05
Allow. For Abatements & Exemptions				1230-0000		574,247.21
Warrants Payable				2010-0000		664,765.42
Tufts Medicare Supplement				2150-0000		300.00
Insurance Withholdings Payable-HMO Blue Active				2151-0000		22,723.55
Insurance Withholdings Payable-Blue Ch Active				2152-0000		661.54
Life Insurance WH Payable Active				2154-0000		723.40
Insurance Withholdings Payable-Medex				2156-0000		2,453.10
Insurance Withholdings Payable-Delta D Active				2158-0000		4,046.58
Insurance Withholdings Payable AFLAC				2159-0000		931.34
TASC Flex Spending				2160-0000		1,198.78
Insurance Withholdings Payable-HMO Blue Retiree				2161-0000		829.81
Retiree Life Ins				2164-0000		18.80
Retiree Dental Ins				2168-0000		496.28
Abandoned Property and Unclaimed Items				2520-0000		8,447.69
Deferred Revenue-Real & Pers. Prop. Taxes				2610-0000		(365,673.74)
Deferred Revenue Tax Liens				2622-0000		350,846.66
Deferred Revenue Tax Foreclosures				2623-0000		129,580.75
Deferred Revenue Roll Back Taxes				2625-0000		2,949.48
Deferred Revenue Motor Vehicle				2630-0000		143,555.64
TOTAL LIABILITY						1,543,102.29
Fund Balance Reserved For Encumbrances				3211-0000		26,019.78
Fund Balance Reserved For Expenditures				3240-0000		313,400.00
Fund Balance Reserved For Articles				3241-0000		1,343,510.19
Fund Balance Reserved For Petty Cash				3250-0000		200.00
Fund Balance Reserved For Future Debt Service				3270-0000		6,177.91
Undesignated Fund Balance				3590-0000		4,025,252.88
TOTAL FUND BALANCE						5,714,560.76
TOTAL LIABILITY AND FUND EQUITY						7,257,663.05

Town Accountant

MWPAT FUND BALANCE		
Description	Account#	Balance 6/30/2020
Invested Cash	210-1040	109,201.85
Septic Betterment	210-1420	2,959.80
Septic Committed Interest	210-1430	750.76
Septic Betterment NYD	210-1440	183,948.27
TOTAL ASSET		296,860.68
Deferred Revenue Betterment NYD	210-2662	183,948.27
Deferred Revenue Betterment	210-2663	2,959.80
Deferred Revenue Committed Interest	210-2664	750.76
TOTAL LIABILITY		187,658.83
Fund Balance Designated for MWPAT RRA	210-3590	109,201.85
TOTAL LIABILITY AND FUND EQUITY		296,860.68

Description	Account#	Balance 6/30/2020
Invested Cash	220-1040	-
TOTAL ASSET		-
Warrants Payable	220-2010	-
BAN Payable	220-2720	-
TOTAL LIABILITY		-
Fund Balance Designated for MWPAT Loan	220-3590	-
TOTAL FUND BALANCE		-
TOTAL LIABILITY AND FUND EQUITY		-

Town Accountant

Description	Account#	Balance 6/30/2020
Invested Cash	230-1040	(64,247.66)
TOTAL ASSET		(64,247.66)
Fund Balance Designated for State Chapter 90	230-3590	(64,247.66)
TOTAL LIABILITY AND FUND EQUITY		(64,247.66)

Description	Account#	Balance 6/30/2020
Invested Cash	250-1040	-
TOTAL ASSET		-
Warrants Payable	250-2010	-
TOTAL LIABILITY		-
LSTA Grant	610-619	-
TOTAL LIABILITY AND FUND EQUITY		-

Town Accountant

Description	Account#	Balance 6/30/2020
Invested Cash	240-1040	1,871,266.17
Departmental Receivable Fire	240-1341	357,554.07
TOTAL ASSET		2,228,820.24
Warrants Payable	240-2010	2,535.90
Deferred Revenue Departmental	240-2654	357,554.07
TOTAL LIABILITY		360,089.97
250th Anniversary	122-501	24,886.49
Selectman Cable Access	122-502	80,070.54
Insurance Recovery > \$20,000	122-503	-
Hagar Park Memorial	122-533	1,206.03
Insurance Recovery	123-503	6,439.49
Conservation Commission/Wetlands	171-504	39,379.85
Town Earth Day Fund	171-505	890.82
Planning Board 53G Consultants	175-506	83,394.95
Zoning Board 53G Consultants	176-507	4,223.39
Clean Energy	192-528	890.84
Police Donations	210-537	4,735.00
Fire Haz Mat 53E1/2	220-509	545.61
Fire Donation	220-510	23,578.76
Ambulance Revolving	220-511	1,473,738.95
Arson Watch Contest	220-538	1,724.50
RRA Transportation	422-535	605.10
Private Road Maintenance	422-536	3,068.10
Recycling Committee	433-512	14,111.03
Cemetery Hearse House	491-513	698.08
Cemetery Sale of Lots	491-514	45,480.00
Cemetery Urn Garden Gift	491-515	305.00
Cemetery Gift	491-516	457.92
Flu Clinics 53E1/2	510-530	21,805.85
BOH 53G Consultants	510-531	0.14
Council On Aging Gift	541-517	8,746.72
Library Building & Renovation	610-518	-
Library Preservation	610-519	-
Altobelli Memorial	610-520	3,960.43
Aalto/Salo Memorial	610-521	2,823.00
Library Endowment	610-522	583.64
Library Gift	610-523	10,167.04
Historical Comm. Gift	691-524	2,465.00
TOTAL FUND BALANCE		1,868,730.27
TOTAL LIABILITY AND FUND EQUITY		2,228,820.24

Town Accountant

STATE GRANTS FUNDS		
Description	Account#	Balance 6/30/2020
Invested Cash	260-1040	144,991.23
TOTAL ASSET		144,991.23
Warrants Payable	260-2010	5,738.53
TOTAL LIABILITY		5,738.53
MIIA Grant	123-610	35.16
Green Community Grant	123-612	300.20
EOAF IT Grant	155-627	125,000.00
Extended Polling Hours	164-602	3,915.38
EOHED	172-616	500.00
Public Safety Feasibility Study	210-618	25,833.60
Fire S.A.F.E.	220-603	1,938.29
Dept. of Fire Svcs	220-622	(10,000.00)
Firefighter Turnout Gear	220-623	(2,535.00)
Municipal Small Bridge	422-620	(68,045.32)
MVP Planning Grant	422-624	19,385.99
Home Compost Bins	433-604	206.58
Board of Health PHER	510-659	(153.99)
Library State Aid	610-606	32,547.13
Civil War Monument	691-613	20.00
Cultural Council	699-601	10,304.68
TOTAL FUND BALANCE		139,252.70
TOTAL LIABILITY AND FUND EQUITY		144,991.23

Town Accountant

CAPITAL PROJECTS FUND		
Description	Account#	Balance 6/30/2020
Invested Cash	3*-1040	316,820.10
TOTAL ASSET		316,820.10
Warrants Payable	3*-2010	28,217.58
Bond Anticipation Notes Payable	3*-2720	1,162,682.00
TOTAL LIABILITY		1,190,899.58
Eng & Design Rte 40	320-422	(308,098.07)
Fire Engine	350-220	(480,000.00)
Whitman River Sewer	611-440	(74,268.26)
Water Main Replacements	622-450	82,135.33
Ellis Road Water Tank	623-450	(93,848.48)
TOTAL FUND BALANCES		(874,079.48)
TOTAL LIABILITY AND FUND BALANCES		316,820.10

Town Accountant

SEWER ENTERPRISE FUND		
Description	Account#	Balance 6/30/2020
Invested Cash	610-1040	1,302,657.50
Sewer Usage Receivable	610-1310	64,026.78
Sewer Services Receivable	610-1320	112.50
Sewer Liens Added to Taxes	610-1330	3,358.72
Amounts To Be Provided Bond Payments	610-1996	1,927,946.00
TOTAL ASSET		3,298,101.50
Warrants Payable	610-2010	72,193.90
Deferred Revenue Sewer User Charges	610-2650	64,026.78
Deferred Revenue Other Service	610-2652	112.50
Deferred Revenue Sewer Liens	610-2653	3,358.72
Sewer Construction/Outside Debt	610-2946	1,927,946.00
TOTAL LIABILITY		2,067,637.90
Retained Earnings-Unreserved	610-3190	974,066.24
Fund Balance Reserved for Expenditures	610-3240	150,000.00
Fund Balance Reserved for Articles	610-3241	2,683.97
Fund Balance Reserved Capital Projects	610-3577	99,117.49
Fund Balance Inflow/Infiltration	610-466	4,595.90
TOTAL FUND BALANCE		1,230,463.60
TOTAL LIABILITY AND FUND BALANCE		3,298,101.50

Town Accountant

WATER ENTERPRISE FUND		
Description	Account#	Balance 6/30/2020
Invested Cash	620-1040	1,423,024.77
Water Tax Liens Receivable	620-1240	537.44
Water Usage Receivable	620-1310	50,923.08
Water Services Receivable	620-1320	682.71
Water Liens Added to Taxes	620-1330	3,072.34
Lien Interest Receivable	620-1430	1,567.79
TOTAL ASSET		1,479,808.13
Warrants Payable	620-2010	25,376.89
Deferred Revenue Tax Liens	620-2622	537.44
Deferred Revenue Water User Charges	620-2650	50,923.08
Deferred Revenue Other Service	620-2652	682.71
Deferred Revenue Water Liens	620-2653	3,072.34
Deferred Revenue Lien Interest	620-2664	1,567.79
TOTAL LIABILITY		82,160.25
Retained Earnings-Unreserved	620-3190	1,340,709.11
Fund Balance Reserved for Encumbrances	620-3211	4,254.80
Fund Balance Reserved for Expenditures	620-3240	50,000.00
Fund Balance Reserved for Articles	620-3241	2,683.97
TOTAL FUND BALANCE		1,397,647.88
TOTAL LIABILITY AND FUND EQUITY		1,479,808.13

Town Accountant

TRANSFER STATION FUND			Balance
Description	Account#		6/30/2020
Petty Cash	630-1020		50.00
Invested Cash	630-1040		1,722,702.88
TOTAL ASSET			1,722,752.88
Warrants Payable	630-2010		193.83
TOTAL LIABILITY			193.83
Retained Earnings Unreserved	630-3190		1,722,559.05
TOTAL FUND BALANCE			1,722,559.05
TOTAL LIABILITY AND FUND EQUITY			1,722,752.88

Town Accountant

NON EXPENDABLE TRUST FUNDS		
Description	Account#	Balance 6/30/2020
Invested Cash	810-1040	427,316.82
TOTAL ASSET		427,316.82
Forbush Worthy Poor Fund	123-801	23,177.66
Fred Smith Poor Fund	123-802	48,743.45
Charles F. Giles Fund	123-803	33,529.41
Westminster Grange Farmer's	123-804	566.89
Elizabeth Rose Fund	491-841	64,079.70
D.W. Sanders Fund	491-842	2,000.00
Florence B. Rice Fund	491-843	300.00
J.R. Barrell Fund	491-844	150.00
Laurie F. Dobb Fund	491-845	1,000.00
M.A. Creed Fund	491-846	1,000.00
Cemetery Perpetual Care	491-847	205,471.17
Sarah M. Barnes Fund	610-861	200.00
M.A. Farnsworth Fund	610-862	525.00
Graham Fund	610-863	4,944.28
Bigelow Child Books Fund	610-864	2,000.00
Agnes M. Bigelow Fund	610-865	1,010.63
Otto & Hild Huusari Fund	610-866	10,000.00
Lucy Childs Fund	610-867	150.00
Preston Ellis Fund	610-868	500.00
Fred S. Whitman Fund	610-869	300.00
Adelaide W. Berry Fund	610-870	100.00
Minnie F. Dexter Fund	610-871	1,000.00
A.R. Hager Fund	610-872	600.00
C.A. Forbush Fund	610-873	500.00
M.D. Haws Fund	610-874	1,000.00
Westminster Fund	610-875	1,800.00
D.W. Sanders Fund	610-876	2,000.00
Joseph W. Forbush Fund	610-877	1,500.00
Charles Wyman Fund	610-878	6,000.00
Universalist Society	610-879	200.00
George A. Miller Fund	610-880	1,901.16
Henrietta Gates Fund	610-881	1,067.47
Mossman Memorial Fund	610-882	10,000.00
TOTAL FUND BALANCE		427,316.82
TOTAL LIABILITY AND FUND EQUITY		427,316.82

Town Accountant

EXPENDABLE TRUST FUNDS		
Description	Account#	Balance 6/30/2020
Invested Cash	820-1040	18,186,614.80
TOTAL ASSET		18,186,614.80
Forbush Worthy Poor Fund	123-801	69,445.11
Fred Smith Poor Fund	123-802	78,120.15
Charles F. Giles Fund	123-803	92,739.59
Westminster Grange Farmer's	123-804	50.28
Upton School Fund	147-812	3,808.93
OPEB Trust	147-814	126,428.44
Stabilization-General	147-815	6,111,094.10
Stabilization-Repair and Maintenance Buildings	147-816	1,685,359.77
Stabilization-Capital Equipment	147-817	2,624,557.04
Stabilization-Info Tech	147-818	1,018,200.05
Stabilization-OPEB	147-819	2,962,774.46
Stabilization-Road Maintenance	147-820	3,292,268.26
Conservation Fund	171-821	5,447.09
Aina E. Stein Conservation Fund	171-822	1,455.22
Police L.E. Trust	210-831	27,982.64
Elizabeth Rose Fund	491-841	38,244.30
D.W. Sanders Fund	491-842	2,067.76
Florence B. Rice Fund	491-843	303.49
J.R. Barrell Fund	491-844	3,121.22
Laurie F. Dobb Fund	491-845	952.81
M.A. Creed Fund	491-846	1,425.51
Cemetery Perpetual Care	491-847	12,749.91
Sarah M. Barnes Fund	610-861	50.07
M.A. Farnsworth Fund	610-862	135.72
Graham Fund	610-863	2,910.68
Bigelow Child Books Fund	610-864	296.10
Agnes M. Bigelow Fund	610-865	254.51
Otto & Hild Huusari Fund	610-866	17,275.24
Lucy Childs Fund	610-867	174.12
Preston Ellis Fund	610-868	80.67
Fred S. Whitman Fund	610-869	127.04
Adelaide W. Berry Fund	610-870	26.40
Minnie F. Dexter Fund	610-871	252.09
A.R. Hager Fund	610-872	459.22
C.A. Forbush Fund	610-873	262.65
M.D. Haws Fund	610-874	251.77
Westminster Fund	610-875	699.00
D.W. Sanders Fund	610-876	266.00
Joseph W. Forbush Fund	610-877	213.02
Charles Wyman Fund	610-878	436.37
Universalist Society	610-879	94.05
George A. Miller Fund	610-880	295.36
Henrietta Gates Fund	610-881	112.85
Mossman Memorial Fund	610-882	3,345.74
TOTAL FUND BALANCE		18,186,614.80
TOTAL LIABILITY AND FUND EQUITY		18,186,614.80

Town Accountant

AGENCY FUND		
Description	Account#	Balance 6/30/2020
Invested Cash	830-1040	637,830.65
Holmes Park Water Receivable	907-1370	222.38
Lieno Park Water Receivable	908-1370	575.00
TOTAL ASSET		638,628.03
Warrants Payable	830-2010	32,631.29
Holmes Park Water District	907-2556	273.18
Deferred Revenue Holmes Park Water	907-2657	222.38
Leino Park Water District	908-2556	375.00
Deferred Revenue Lieno Park Water District	908-2657	575.00
Treasurer's Deputy Collector	147-2551	(1,939.08)
Planning Board Cash Performance Deposits	175-2550	630,496.65
Police Detail	210-2553	(31,562.39)
Firearms Due Commonwealth	210-2557	2,556.00
Fire Detail	220-2555	5,000.00
TOTAL LIABILITY		638,628.03
TOTAL LIABILITY AND FUND EQUITY		638,628.03

LONG TERM DEBT		
Description	Account#	Balance 6/30/2020
Amounts to be Provided for Payment of Bond	900-1996	2,160,000.00
TOTAL ASSET		2,160,000.00
Senior Center	900-2962	1,875,000.00
MWPAT Septic Loan	900-2963	285,000.00
TOTAL LIABILITY		2,160,000.00
TOTAL LIABILITY AND FUND EQUITY		2,160,000.00

Town Accountant

Appropriation/Expenditure Report					
Fiscal Year 2020					
	Appropriations/ Transfers		Expenditures		Unexpended Balances
Board of Selectmen					
Personal Services	\$	4,000.00	\$	1,725.00	\$ 2,275.00 *
Expenses	\$	27,250.00	\$	26,259.90	\$ 990.10 *
Giles Fund Emergency	\$	9,136.98	\$	3,235.14	\$ 5,901.84
Subtotal - Selectmen	\$	40,386.98	\$	31,220.04	\$ 9,166.94
Town Administration					
Personal Services	\$	153,512.00	\$	152,340.36	\$ 1,171.64 *
Expenses	\$	6,675.00	\$	5,543.53	\$ 1,131.47 *
Computer System Updates	\$	57,794.20	\$	56,655.85	\$ 1,138.35
Town Govern Study Comm Consult	\$	2,973.60	\$	-	\$ 2,973.60 *
Public Safety Communication System	\$	147,310.95	\$	2,987.93	\$ 144,323.02
Town Hall AC Condenser Units	\$	78,000.00	\$	78,000.00	\$ -
Upgrade Telephone System	\$	35,000.00	\$	14,601.10	\$ 20,398.90
Exchange Server, Lib Proj, Cameras, PS Equip	\$	38,294.54	\$	38,294.54	\$ -
PriorYear Bills	\$	3,593.00	\$	1,398.71	\$ 2,194.29
Secure/Demolish Vacant Properties	\$	30,000.00	\$	-	\$ 30,000.00
Domain Server, Library Phone, Secutiry Card	\$	53,000.00	\$	25,149.00	\$ 27,851.00
Communications Tower	\$	300,000.00	\$	2,815.77	\$ 297,184.23
Subtotal - Coordinator	\$	906,153.29	\$	377,786.79	\$ 528,366.50
Advisory Board					
Expenses	\$	650.00	\$	650.00	\$ -
Subtotal - Advisory Board	\$	650.00	\$	650.00	\$ -
Reserve Fund					
Transfers (Memo)	\$	18,883.64	\$	-	\$ 18,883.64 *
Town Accountant					
Personal Services	\$	95,423.00	\$	90,659.00	\$ 4,764.00
Expenses	\$	36,900.00	\$	27,719.16	\$ 9,180.84
Subtotal - Accountant	\$	132,323.00	\$	118,378.16	\$ 13,944.84 *
Board of Assessors					
Personal Services	\$	64,676.00	\$	59,363.53	\$ 5,312.47
Expenses	\$	17,480.00	\$	16,662.92	\$ 817.08
Subtotal - Assessors	\$	82,156.00	\$	76,026.45	\$ 6,129.55 *
Revaluation					
Revaluation Consultant - FY20	\$	50,000.00	\$	-	\$ 50,000.00
Revaluation Consultant - FY19	\$	50,000.00	\$	-	\$ 50,000.00
Revaluation Consultant - FY18	\$	50,000.00	\$	-	\$ 50,000.00 *
Revaluation Consultant - FY17	\$	50,000.00	\$	7,350.00	\$ 42,650.00 *
Subtotal - Revaluation	\$	200,000.00	\$	7,350.00	\$ 192,650.00
Town Treasurer/Collector					
Personal Services	\$	150,988.00	\$	134,047.43	\$ 16,940.57
Expenses	\$	9,816.00	\$	5,617.90	\$ 4,198.10
Subtotal - Treasurer/Collector	\$	160,804.00	\$	139,665.33	\$ 21,138.67 *
Legal					
Expenses	\$	75,000.00	\$	52,302.47	\$ 22,697.53
Subtotal - Legal	\$	75,000.00	\$	52,302.47	\$ 22,697.53 *

Town Accountant

Personnel Administration						
Personal Services	\$	49,977.00	\$	46,314.07	\$	3,662.93
Expenses	\$	17,715.00	\$	9,913.25	\$	7,801.75
Encumbrance	\$	400.00	\$	280.00	\$	120.00
Subtotal - Personnel	\$	68,092.00	\$	56,507.32	\$	11,584.68
Data Processing						
Personal Services	\$	50,000.00	\$	40,478.49	\$	9,521.51
Expenses	\$	115,055.00	\$	89,557.33	\$	25,497.67
Communication Equipment Lease	\$	2,200.00	\$	2,200.00	\$	-
Public Safety Radio	\$	29,871.50	\$	-	\$	29,871.50
Subtotal - Data Processing	\$	197,126.50	\$	132,235.82	\$	64,890.68
Tax Title Foreclosure						
Tax Title Foreclosures - FY19	\$	40,928.36	\$	19,465.86	\$	21,462.50
Subtotal - Tax Title Foreclosure	\$	40,928.36	\$	19,465.86	\$	21,462.50
Town Clerk						
Personal Services	\$	85,223.00	\$	75,679.65	\$	9,543.35
Expenses	\$	10,005.00	\$	5,870.73	\$	4,134.27
Encumbrance	\$	2,320.00	\$	2,076.97	\$	243.03
Subtotal - Town Clerk	\$	97,548.00	\$	83,627.35	\$	13,920.65
Elections & Registration						
Personal Services	\$	7,944.00	\$	4,298.31	\$	3,645.69
Expenses	\$	13,005.00	\$	7,715.57	\$	5,289.43
Subtotal - Election & Registration	\$	20,949.00	\$	12,013.88	\$	8,935.12
Conservation Commission						
Personal Services	\$	38,150.00	\$	34,672.41	\$	3,477.59
Expenses	\$	1,050.00	\$	337.00	\$	713.00
Consultant/Forester Muddy Pond	\$	4,000.00	\$	3,995.00	\$	5.00
Subtotal - Conservation Commission	\$	43,200.00	\$	39,004.41	\$	4,195.59
Town Planner						
Personal Services	\$	74,303.00	\$	74,303.00	\$	-
Expenses	\$	4,250.00	\$	3,277.39	\$	972.61
Wayfaring Signage	\$	8,000.00	\$	3,060.38	\$	4,939.62
Subtotal - Town Planner	\$	86,553.00	\$	80,640.77	\$	5,912.23
Planning Board						
Personal Services	\$	2,000.00	\$	673.20	\$	1,326.80
Expenses	\$	1,150.00	\$	909.13	\$	240.87
Subtotal - Planning Board	\$	3,150.00	\$	1,582.33	\$	1,567.67
Zoning Board of Appeals						
Personal Services	\$	1,500.00	\$	-	\$	1,500.00
Expenses	\$	300.00	\$	-	\$	300.00
Subtotal - Zoning Board	\$	1,800.00	\$	-	\$	1,800.00
Economic Development						
Expenses	\$	1,300.00	\$	220.00	\$	1,080.00
Subtotal - Economic Development	\$	1,300.00	\$	220.00	\$	1,080.00
Public Buildings & Properties Maintenance						
Personal Services	\$	108,664.00	\$	100,022.81	\$	8,641.19
Expenses	\$	248,000.00	\$	233,179.62	\$	14,820.38
Encumbrances	\$	1,919.99	\$	1,919.99	\$	-
Town Hall Air Conditioner	\$	10,963.00	\$	10,963.00	\$	-
TownHall AC Condenser Units	\$	26,400.00	\$	21,187.00	\$	5,213.00
Subtotal - Public Buildings & Prop. Maint.	\$	395,946.99	\$	367,272.42	\$	28,674.57
Printing of Town Reports						
Expenses	\$	2,250.00	\$	2,250.00	\$	-
Subtotal - Printing of Town Reports	\$	2,250.00	\$	2,250.00	\$	-

Town Accountant

Crocker Pond						
Personal Services	\$	20,133.00	\$	18,201.58	\$	1,931.42
Expenses	\$	7,155.00	\$	6,912.66	\$	242.34
Encumbrances	\$	946.31	\$	859.42	\$	86.89
Handicap Walkway	\$	500.00	\$	159.98	\$	340.02
Crocker Pond Swingset	\$	8,000.00	\$	8,000.00	\$	-
Subtotal Crocker Pond	\$	36,734.31	\$	34,133.64	\$	2,600.67
Police/Dispatch Department						
Personal Services	\$	1,798,679.00	\$	1,783,199.92	\$	15,479.08
Expenses	\$	298,800.00	\$	238,362.13	\$	60,437.87
Encumbrance	\$	733.36	\$	733.36	\$	-
Police Cruiser	\$	108,374.00	\$	108,374.00	\$	-
Security/Fire Alarm Notification System	\$	50,000.00	\$	-	\$	50,000.00
Dispatch Console	\$	100,000.00	\$	6,675.99	\$	93,324.01
Bullet Proof Vests	\$	10,364.06	\$	1,800.00	\$	8,564.06
Subtotal - Police/Dispatch Dept.	\$	2,366,950.42	\$	2,139,145.40	\$	227,805.02
Fire Department						
Personal Services	\$	942,704.00	\$	891,461.24	\$	51,242.76
Expenses	\$	161,974.36	\$	150,068.70	\$	11,905.66
Encumbrance	\$	12,700.00	\$	12,700.00	\$	-
New Vehicle & Equip	\$	50,000.00	\$	50,000.00	\$	-
Refurbish Engine 2	\$	1,021.80	\$	-	\$	1,021.80
Subtotal - Fire Dept.	\$	1,168,400.16	\$	1,104,229.94	\$	64,170.22
Ambulance Service						
Personal Services	\$	156,125.00	\$	136,003.30	\$	20,121.70
Expenses	\$	116,112.00	\$	115,995.89	\$	116.11
Encumbrance	\$	900.00	\$	461.46	\$	438.54
New Ambulance & Equip	\$	250,000.00	\$	-	\$	250,000.00
Training Mannequin	\$	14,000.00	\$	10,872.44	\$	3,127.56
Paramedic Training for Fire/EMS Personnel	\$	15,880.00	\$	-	\$	15,880.00
Subtotal - Ambulance Service	\$	553,017.00	\$	263,333.09	\$	289,683.91
Building Department						
Personal Services	\$	222,110.00	\$	189,670.60	\$	32,439.40
Expenses	\$	20,000.00	\$	13,970.65	\$	6,029.35
Subtotal - Building Dept.	\$	242,110.00	\$	203,641.25	\$	38,468.75
Animal Control						
Expenses	\$	40,000.00	\$	32,000.00	\$	8,000.00
Subtotal - Animal Control	\$	40,000.00	\$	32,000.00	\$	8,000.00
Tree Warden						
Personal Services	\$	2,000.00	\$	250.28	\$	1,749.72
Expenses	\$	33,200.00	\$	31,200.00	\$	2,000.00
Subtotal - Tree Warden	\$	35,200.00	\$	31,450.28	\$	3,749.72
Emergency Planning						
Expenses	\$	11,985.00	\$	10,248.24	\$	1,736.76
Subtotal - Emergency Planning	\$	11,985.00	\$	10,248.24	\$	1,736.76

Town Accountant

Regional School District						
K-12 Assessment	\$	10,887,333.00	\$	10,887,333.00	\$	-
Vocational School Assessment	\$	661,410.00	\$	661,091.00	\$	319.00
Admin Phone System Replacement	\$	1,386.78	\$	-	\$	1,386.78
Oakmont Exterior Board Replacement	\$	11,192.00	\$	1,794.79	\$	9,397.21
Overlook Network Cabling	\$	1,117.18	\$	-	\$	1,117.18
Overlook Wireless Upgrade	\$	1,014.09	\$	-	\$	1,014.09
Meetinghouse Replace Windows	\$	930.00	\$	-	\$	930.00
Oakmont Exterior Board Replacement	\$	22,940.00	\$	8,324.25	\$	14,615.75
Overlook Floor Replacement	\$	5,150.00	\$	-	\$	5,150.00
District Security System Phase II	\$	42,320.00	\$	39,301.92	\$	3,018.08
Overlook Locker Replacement	\$	565.43	\$	-	\$	565.43
Overlook Ride-on Floor Scrubber	\$	226.64	\$	-	\$	226.64
Oakmont New Generator Fuel Tank	\$	5,770.00	\$	-	\$	5,770.00
Meetinghouse Wireless Upgrade	\$	15,000.00	\$	15,000.00	\$	-
Meetinghouse New Cafeteria Tables	\$	433.60	\$	-	\$	433.60
Oakmont Exterior Board Replacement	\$	18,624.00	\$	-	\$	18,624.00
Overlook Bathroom Partition Replacement	\$	19,584.00	\$	-	\$	19,584.00
Overlook Hallway Floor Replacement	\$	13,600.00	\$	-	\$	13,600.00
AWRSD Dump Truck	\$	44,639.00	\$	-	\$	44,639.00
AWRSD Track Garage Updates-roof	\$	8,325.00	\$	-	\$	8,325.00
WES Bldg Management System	\$	10,000.00	\$	3,191.37	\$	6,808.63
Meetinghouse Resurface Gym Floor;Repave	\$	28,000.00	\$	9,800.00	\$	18,200.00
Subtotal - Regional School District	\$	11,799,560.72	\$	11,625,836.33	\$	173,724.39
Highway Administration						
Personal Services	\$	307,362.00	\$	286,549.35	\$	20,812.65
Subtotal - Highway Administration	\$	307,362.00	\$	286,549.35	\$	20,812.65
Highway Department						
Personal Services	\$	567,780.00	\$	554,305.83	\$	13,474.17
Expenses	\$	256,150.00	\$	253,875.03	\$	2,274.97
Oil & Seal Roads	\$	300,397.10	\$	287,739.33	\$	12,657.77
Consultant Mass Muni Separate Storm	\$	4,739.50	\$	4,739.50	\$	-
Street Sweeper	\$	4,035.00	\$	-	\$	4,035.00
Reconstruction & Improvements of Roads	\$	553,157.38	\$	553,157.38	\$	-
Dump/Sander Body	\$	1,150.00	\$	-	\$	1,150.00
Public Works Siding & Windows	\$	35,000.00	\$	32,490.00	\$	2,510.00
Consultant Upper Reservoir Dam	\$	1,560.38	\$	1,560.38	\$	-
MS4 Storm Water Permit Compliance	\$	50,000.00	\$	31,086.85	\$	18,913.15
Subtotal - Highway Dept.	\$	1,773,969.36	\$	1,718,954.30	\$	55,015.06

Town Accountant

Snow & Ice Removal					
Personal Services	\$	110,828.04	\$	110,828.04	\$ -
Expenses	\$	314,271.96	\$	313,881.63	\$ 390.33
Subtotal - Snow & Ice Removal	\$	425,100.00	\$	424,709.67	\$ 390.33
Street Lighting					
Expenses	\$	25,000.00	\$	24,494.29	\$ 505.71
Subtotal - Street Lighting	\$	25,000.00	\$	24,494.29	\$ 505.71
Cemetery Department					
Personal Services	\$	113,401.00	\$	111,871.27	\$ 1,529.73
Expenses	\$	13,880.00	\$	13,501.99	\$ 378.01
Encumbrance	\$	296.53	\$	296.53	\$ -
Tractor and Related Equip	\$	603.12	\$	-	\$ 603.12
Site Exploration New Cemetery Ellis Rd	\$	10,000.00	\$	-	\$ 10,000.00
Leaf Vacuum Truck Loader	\$	3,500.00	\$	2,926.38	\$ 573.62
Pave Whitmanville Cemetery	\$	10,000.00	\$	8,400.00	\$ 1,600.00
Pave Woodside Cemetery Garage Area	\$	20,000.00	\$	10,850.00	\$ 9,150.00
Subtotal - Cemetery Dept.	\$	171,680.65	\$	147,846.17	\$ 23,834.48
Health Department					
Personal Services	\$	125,252.00	\$	123,140.58	\$ 2,111.42
Expenses	\$	13,300.00	\$	7,669.36	\$ 5,630.64
Subtotal - Health Dept.	\$	138,552.00	\$	130,809.94	\$ 7,742.06
Council On Aging					
Personal Services	\$	55,422.00	\$	49,268.46	\$ 6,153.54
Expenses	\$	12,050.00	\$	5,048.41	\$ 7,001.59
Subtotal - Council on Aging	\$	67,472.00	\$	54,316.87	\$ 13,155.13
MART (Other Special Programs)					
Personal Services	\$	82,872.00	\$	75,554.08	\$ 7,317.92
Expenses	\$	12,250.00	\$	5,917.37	\$ 6,332.63
Subtotal - MART	\$	95,122.00	\$	81,471.45	\$ 13,650.55
Veterans Services					
Personal Services	\$	24,720.00	\$	24,259.95	\$ 460.05
Expenses	\$	1,205.00	\$	763.54	\$ 441.46
Subtotal - Veterans Services	\$	25,925.00	\$	25,023.49	\$ 901.51
Veterans Assistance					
Expenses	\$	106,000.00	\$	101,225.25	\$ 4,774.75
Subtotal - Veterans Assistance	\$	106,000.00	\$	101,225.25	\$ 4,774.75
Library					
Personal Services	\$	287,426.00	\$	282,194.31	\$ 5,231.69
Expenses	\$	130,590.00	\$	127,426.97	\$ 3,163.03
Encumbrance	\$	3,040.00	\$	3,040.00	\$ -
New Carpet Forbush Memorial Library	\$	55,000.00	\$	37,914.00	\$ 17,086.00
Subtotal - Library	\$	476,056.00	\$	450,575.28	\$ 25,480.72

Town Accountant

Parks & Recreation						
Personal Services	\$	13,000.00	\$	12,755.63	\$	244.37
Expenses	\$	19,040.00	\$	18,862.53	\$	177.47
Encumbrance	\$	7,595.45	\$	7,595.45	\$	-
Subtotal - Parks & Recreation	\$	39,635.45	\$	39,213.61	\$	421.84
Hagar Park						
Expenses	\$	250.00	\$	-	\$	250.00
Encumbrance	\$	89.14	\$	89.14	\$	-
Forest Mgmt Plan Hagar Park	\$	3,000.00	\$	2,934.37	\$	65.63
Rambler Area Improvements	\$	14,500.00	\$	14,450.00	\$	50.00
Subtotal - Hager Park	\$	17,839.14	\$	17,473.51	\$	365.63
Care Of Town Clock						
Expenses	\$	300.00	\$	300.00	\$	-
Subtotal - Care of Town Clock	\$	300.00	\$	300.00	\$	-
Historical Commission						
Expenses	\$	1,280.00	\$	1,144.44	\$	135.56
Architectural Preservation	\$	2,750.00	\$	-	\$	2,750.00
Subtotal - Historical Commission	\$	4,030.00	\$	1,144.44	\$	2,885.56
Memorial Day Celebration						
Expenses	\$	1,300.00	\$	-	\$	1,300.00
Subtotal - Memorial Day	\$	1,300.00	\$	-	\$	1,300.00
Band Concerts						
Expenses	\$	3,000.00	\$	2,300.00	\$	700.00
Subtotal - Band Concerts	\$	3,000.00	\$	2,300.00	\$	700.00
Retirement of Debt:						
Principal:						
Fire Truck	\$	120,000.00	\$	120,000.00	\$	-
Senior Center Construction	\$	190,000.00	\$	190,000.00	\$	-
Septic Management Program	\$	15,000.00	\$	15,000.00	\$	-
Rte. 140 Redesign	\$	82,000.00	\$	82,000.00	\$	-
Subtotal - Principal	\$	407,000.00	\$	407,000.00	\$	-
Interest:						
Short Term Interest	\$	5,000.00	\$	-	\$	5,000.00
Fire Truck	\$	15,600.00	\$	15,600.00	\$	-
Senior Center Construction	\$	53,400.00	\$	53,400.00	\$	-
Rte. 140 Redesign	\$	14,350.00	\$	8,679.00	\$	5,671.00
Subtotal - Interest	\$	88,350.00	\$	77,679.00	\$	10,671.00
MRPC Assessment						
Regional Planning Council Assessment	\$	2,550.00	\$	2,548.70	\$	1.30
Subtotal - Planning Commission	\$	2,550.00	\$	2,548.70	\$	1.30
State Assessments						
County Tax	\$	-	\$	-	\$	-
Air Pollution Control	\$	2,266.00	\$	2,266.00	\$	-
MBTA (Extended Area)	\$	9,907.00	\$	9,907.00	\$	-
Regional Transit Authority	\$	41,900.00	\$	41,900.00	\$	-
RMV Non-Renewal Surcharge	\$	6,960.00	\$	5,940.00	\$	1,020.00
Subtotal - State Assessments	\$	61,033.00	\$	60,013.00	\$	1,020.00

Town Accountant

County Retirement Assessment						
Subtotal - County Retirement	\$	883,111.00	\$	866,935.00	\$	16,176.00
Group Health Insurance						
Group Health Insurance - Active	\$	906,750.00	\$	730,009.42	\$	176,740.58
Group Health Insurance - Retirees	\$	180,000.00	\$	149,286.06	\$	30,713.94
Medicare	\$	85,550.00	\$	77,834.32	\$	7,715.68
Flexible Spending	\$	2,700.00	\$	2,632.70	\$	67.30
Other Employee Benefits	\$	5,355.00	\$	-	\$	5,355.00
Encumbrance	\$	2,212.28	\$	2,212.28	\$	-
Subtotal - Group Health Insurance	\$	1,182,567.28	\$	961,974.78	\$	220,592.50
Group Life Insurance						
Expenses	\$	4,000.00	\$	3,009.27	\$	990.73
Subtotal - Group Life Insurance	\$	4,000.00	\$	3,009.27	\$	990.73
All Other Insurance						
Expenses	\$	290,785.00	\$	270,519.48	\$	20,265.52
Subtotal - Other Insurance	\$	290,785.00	\$	270,519.48	\$	20,265.52
Interfund Transfers	\$	4,028,597.00	\$	4,028,597.00	\$	-
General Fund Totals	\$	29,455,495.25	\$	27,226,901.42	\$	2,228,593.83
*Balance closed to Undesignated Fund Balance						
**Balance closed to Ambulance Receipts Re-						
All other balance carried forward to fiscal 2021						
Reserve Fund Memo: Appropriations \$60,000, transfers \$41,116.36, Balance \$18,883.64 as noted above.						

Town Accountant

Sewer Enterprise Fund				
	Appropriations/ Transfers	Expenditures	Unexpended Balances	
Sewer Department				
Personal Services	\$ 105,406.00	\$ 92,581.74	\$	12,824.26
Expenses	\$ 969,600.00	\$ 842,350.43	\$	127,249.57
Debt Service	\$ 121,949.00	\$ 119,357.41	\$	2,591.59
Encumbrance			\$	-
Pickup Truck & Equip	\$ 25,000.00	\$ 22,316.03	\$	2,683.97
Sewer District Bylaw	\$ 8,108.86	\$ -	\$	8,108.86
Prior Year Bills	\$ 23,160.68	\$ 23,160.68	\$	-
		\$ -	\$	-
Interfund Transfers	\$ 209,477.00	\$ 209,477.00	\$	-
*Balances closed out to Retained Earnings, all other balances carried forward to fiscal 2021				
	Appropriations/ Transfers	Expenditures	Unexpended Balances	
Water Department				
Personal Services	\$ 125,112.00	\$ 120,006.35	\$	5,105.65
Expenses	\$ 451,953.76	\$ 441,297.43	\$	10,656.33
Debt Service	\$ -	\$ -	\$	-
Capital Outlay			\$	-
Encumbrance			\$	-
Consultant USDA Ellis	\$ 944.14	\$ -	\$	944.14
Pickup Truck & Equip	\$ 25,000.00	\$ 22,316.03	\$	2,683.97
		\$ -	\$	-
		\$ -	\$	-
*Balances closed out to Retained Earnings, all other balances carried forward to fiscal 2021				
	Appropriations/ Transfers	Expenditures	Unexpended Balances	
Solid Waste Department				
Expenses	\$ 273,300.00	\$ 192,634.53	\$	80,665.47
Encumbrances		\$ -	\$	-
Interfund Transfers	\$ 58,662.00	\$ 58,662.00	\$	-
Transfer Station Enterprise Fund Totals	\$ 331,962.00	\$ 251,296.53	\$	80,665.47
*Balances closed out to Retained Earnings, all other balances carried forward to fiscal 2021				

Town Accountant

Non-Appropriation Accounts				
MWPAT Receipts Reserved for Appropriation				
	Account#	Receipts		Expenditures
MWPAT	210-510	\$	22,285.79	\$ 15,352.00
MWPAT RRA Fund Totals		\$	22,285.79	\$ 15,352.00
MWPAT Loan Program				
	Account#	Receipts		Expenditures
MWPAT	220-510	\$	352.00	\$ 352.00
MWPAT Loan Program Fund Totals		\$	352.00	\$ 352.00
Highway Improvements Fund				
	Account#	Receipts		Expenditures
State Highway Reimbursement	230-422	\$	175,115.42	\$ 198,031.28
Highway Improvements Fund Totals		\$	175,115.42	\$ 198,031.28
Other Special Revenue Fund				
	Account#	Receipts		Expenditures
250th Anniversary	122-501	\$	2.47	\$ -
Selectmen (Cable Access)	122-502	\$	8,001.84	\$ -
Insurance Recovery > \$20,000	122-503	\$	-	\$ -
Agricultural Commission	122-529	\$	2,680.00	\$ 4,472.96
Hagar Park Memorial	122-533	\$	-	\$ -
Insurance Recovery	123-503	\$	-	\$ 14,650.02
Wetlands Protection Act	171-504	\$	4,512.50	\$ 3,000.00
Town Earth Day Fund	171-505	\$	-	\$ -
Johnny Appleseed	172-535	\$	-	\$ -
Planning Board- 53G Consultants	175-506	\$	80,804.33	\$ 55,917.88
Clean Energy	192-528	\$	-	\$ -
Police Donations	210-537	\$	1,850.00	\$ 865.00
Fire Hazmat Revolving	220-509	\$	-	\$ -
Fire Donation Account	220-510	\$	2,376.00	\$ 2,459.00
Fire Ambulance Rec. Res.	220-511	\$	625,944.99	\$ 538,044.00
RRA Transportation Fund	422-535	\$	331.10	\$ -
Private Road Maintenance	422-536	\$	5,400.00	\$ 6,819.90
Recycle Gift	433-512	\$	-	\$ -
Cemetery Hearse House Gift	491-513	\$	0.12	\$ -
Cemetery Sale of Lots	491-514	\$	6,400.00	\$ -
Cemetery Urn Garden Gift	491-515	\$	-	\$ -
Cemetery Donation Account	491-516	\$	-	\$ 612.08
Flu Clinics	510-530	\$	5,628.37	\$ 3,032.17
Board of Health - 53G Consultants	510-531	\$	-	\$ -
Council on Aging Gift	541-517	\$	976.45	\$ 481.94
Library Building & Renovation Account	610-518	\$	0.01	\$ 260.80
Library Preservation Fund	610-519	\$	-	\$ 118.53
Altobelli Memorial	610-520	\$	0.45	\$ 536.07
Aalto/Salo Memorial	610-521	\$	0.24	\$ -
Library Endowment Fund	610-522	\$	0.39	\$ 5,685.00
Library Gift	610-523	\$	3,295.81	\$ 961.30
Historical Commission Gift	691-524	\$	-	\$ -
Other Special Revenue Fund Totals		\$	750,705.60	\$ 638,692.15

Town Accountant

Federal and State Grants Fund					
Account#		Receipts		Expenditures	
MIIA	123-622	\$	-	\$	-
EDF Wachusett Animal Hospital	123-617	\$	-	\$	-
MIIA Grant	123-610	\$	4,628.00	\$	4,592.84
Green Community	123-612	\$	-	\$	-
EODAF IT Grant	155-627	\$	125,000.00	\$	-
Extended Polling Hours	164-602	\$	731.40	\$	844.85
EOHED	172-616	\$	-	\$	-
LID Planning	172-621	\$	5,302.01	\$	5,302.01
Governor's Highway Safety	210-604	\$	-	\$	-
Traffic Enforcement	210-609				
911 Support/Incentive	210-614	\$	40,864.95	\$	40,864.95
Public Safety Feasibility Study	210-618	\$	-	\$	15,566.40
Fire S.A.F.E.	220-603	\$	-	\$	7,092.93
FEMA	422-000				
Volunteer Fire Assistance	220-615	\$	-	\$	-
Firefighter Turnout Gear	220-623	\$	-	\$	2,535.00
Municipal Small Bridge	422-620	\$	12,647.02	\$	80,692.34
MVP Planning Grant	422-624	\$	22,000.00	\$	2,614.01
Library Documentary	610-607	\$	-	\$	1,605.00
LSTA	610-619	\$	-	\$	-
Civil War Monument	691-613	\$	-	\$	-
Cultural Council	699-601	\$	9,900.81	\$	5,478.66
Federal and State Grants Fund Totals					
		\$	257,092.67	\$	205,424.93
Capital Projects Fund					
Conservation Restriction Bragg	29-171	\$	-	\$	-
Senior Center	310-123	\$	-	\$	-
Rte. 140 Redesign	320-422	\$	82,000.00	\$	331,875.44
New Town Hall	330-192	\$	-	\$	-
South St. Recon	340-123	\$	-	\$	-
Fire Truck	340-220	\$	-	\$	-
Fire Engine	350-220	\$	120,000.00	\$	5,247.91
Whitman Sewer	611-440	\$	-	\$	64,378.78
			Receipts		Expenditures
Planning Board/Selectmen Performance Bonds					
Holmes Park Water District					
Leino Park Water District					
Police Detail					

Town Accountant

Expendable Trust Fund				
	Account#		Receipts	Expenditures
Forbush Worthy Poor Fund	123-801	\$	2,179.32	\$ -
Fred Smith Poor Fund	123-802	\$	2,984.96	\$ -
Chartes F. Giles Fund	123-803	\$	2,880.59	\$ 8,000.00
Westminster Grange Fund	123-804	\$	14.53	\$ -
Upton School Fund	147-812	\$	286.40	\$ -
OPEB Trust Fund	147-814	\$	4,026.05	\$ -
Stabilization Fund	147-815	\$	2,656,150.30	\$ -
Stabilization Fund - Repair of Buildings	147-816	\$	339,814.29	\$ 267,772.00
Stabilization Fund - Capital Equip.& Improve.	147-817	\$	362,757.16	\$ 97,000.00
Stabilization Fund - Info Tech / Telecomm Sys	147-818	\$	222,706.22	\$ 453,000.00
Stabilization Fund - OPEB	147-819	\$	473,596.68	\$ -
Stabilization Fund - Road Maint.	147-820	\$	277,996.67	\$ 92,250.00
Conservation Fund	171-821	\$	1,139.47	\$ -
Aina E. Stein Conservation Fund	171-822	\$	0.12	\$ -
Police Law Enforcement Fund	210-831	\$	2.82	\$ -
Sewer Stabilization Fund	440-813	\$	-	\$ -
Elizabeth Rose Cemetery Fund	491-841	\$	2,407.59	\$ -
D.W. Sanders Cemetery Fund	491-842	\$	95.73	\$ -
Florence B. Rice Cemetery Fund	491-843	\$	14.21	\$ -
J.R. Barrell Cemetery Fund	491-844	\$	76.97	\$ -
Laurie F. Dobb Cemetery Fund	491-845	\$	45.94	\$ -
M.A. Creed Cemetery Fund	491-846	\$	57.08	\$ -
Cemetery Perpetual Care Fund	491-847	\$	5,113.09	\$ 3,964.55
M.A. Farnsworth Library Fund	610-862	\$	15.57	\$ -
Graham Library Fund	610-863	\$	184.82	\$ -
Bigelow (Children's Books) Library Fund	610-864	\$	54.03	\$ -
Agnes M. Bigelow Library Fund	610-865	\$	29.76	\$ -
Otto & Hilda Huusari Library Fund	610-866	\$	703.81	\$ 2,637.67
Lucy Childs Library Fund	610-867	\$	7.63	\$ -
Preston P. Ellis Library Fund	610-868	\$	13.67	\$ -
Fred S. Whitman Library Fund	610-869	\$	10.05	\$ -
Adelaide W. Berry Library Fund	610-870	\$	2.95	\$ -
Minnie F. Dexter Library Fund	610-871	\$	29.44	\$ -
A.R. Hager Library Fund	610-872	\$	24.91	\$ -
C.A. Forbush Library Fund	610-873	\$	17.93	\$ -
M.D. Haws Library Fund	610-874	\$	29.45	\$ -
Westminster Library Fund	610-875	\$	58.83	\$ -
D.W. Sanders Library Fund	610-876	\$	53.32	\$ -
Joseph W. Forbush Library Fund	610-877	\$	40.32	\$ -
Charles Wyman Library Fund	610-878	\$	163.22	\$ 500.00
Universalist Society Library Fund	610-879	\$	6.94	\$ -
George A. Miller Library Fund	610-880	\$	63.45	\$ 500.00
Henrietta Gates Library Fund	610-881	\$	22.67	\$ 321.76
Mossman Memorial	610-882	\$	314.01	\$ -
Expendable Trust Fund Totals		\$	4,356,198.84	\$ 925,945.98
Total All Funds		\$	5,763,750.32	\$ 32,010,679.65

Town Accountant

GENERAL FUND

Taxes:

Personal Property Taxes	\$ 775,373.37	
Real Estate Taxes	\$ 17,496,967.38	
Tax Liens.	\$ 70,700.57	
Rollback Taxes	\$ 691.72	
Motor Vehicle Excise	\$ 1,382,174.64	
		\$ 19,725,907.68

Penalties & Interest:

Property Taxes	\$ 47,721.03	
Motor Vehicle	\$ 47,245.96	
Tax Lien Redemptions	\$ 17,097.68	
In Lieu of Taxes	\$ 60,488.75	
		\$ 172,553.42

Charges for Services:

Contracted Landfill Fees	\$ 3,274,849.21	
Council on Aging MART Fares	\$ 2,348.85	
		\$ 3,277,198.06

Other Departmental Revenue:

Police Department	\$ 787.55	
Fire Department	\$ 1,028.57	
Library	\$ 613.60	
Town Clerk	\$ 5,350.00	
Assessors	\$ 130.00	
Treasurer/Collector	\$ 11,075.00	
Cemetery Department	\$ 18,982.00	
Miscellaneous	\$ 60,911.84	
		\$ 98,878.56

Licenses & Permits:

Alcoholic Beverages Licenses	\$ 9,310.00	
Town Clerk	\$ 14,470.00	
Police Department	\$ 5,000.00	
Fire Department	\$ 10,670.00	
Building Department	\$ 403,275.26	
Board of Health	\$ 27,970.00	
Other Licenses & Permits	\$ 3,604.00	
		\$ 474,299.26

Revenue From The State:

State Owned Land	\$ 146,464.00	
Abatements to Elderly	\$ 9,036.00	
Lottery, Beano and Charity	\$ 695,141.00	
Room Tax	\$ 14,359.11	
Veterans' Benefits	\$ 46,187.00	
		\$ 911,187.11

Fees:

Cable TV Fees	\$ 1,192.00	
Treasurer/Collector Misc.	\$ 836.25	
Town Clerk	\$ 3,868.43	
Planning Bd Hearings	\$ 24,470.00	
Appeals Bd Hearings	\$ 1,800.00	
Police Dept.	\$ 21,286.50	
Fire Dept.	\$ 2,404.37	
Health Dept.	\$ 21,550.00	
Miscellaneous	\$ 2,229.90	
		\$ 79,637.45

Town Accountant

Receipts		
Fines & Forfeitures:		
Parking Violations	\$ 440.00	
Civil Motor Vehicle Infractions	\$ 46,166.28	
PD Restitution/Court Fines	\$ 24,673.24	
Dog Fines	\$ 2,470.00	
Town Clerk Violations	\$ 600.00	
Library Fines	\$ 2,489.46	
		\$ 76,838.98
Miscellaneous Revenues:		
Reimbursement for MART Van Use	\$ 52,311.36	
Earnings on Investments	\$ 67,576.76	
		\$ 119,888.12
Interfund Transfers:		\$ 1,968,606.96
Total General Fund Receipts		\$ 26,904,995.60
Sewer Enterprise Fund		
Enterprise Receipts:		
Sewer Usage Charges	\$ 1,117,610.37	
Sewer Inspection & Connection Fees	\$ 66,058.30	
Miscellaneous Sewer Charges	\$ 9,863.94	
Sewer Liens	\$ 39,897.08	
Sewer Services	\$ 13,651.84	
Earnings on Investments	\$ 14,357.54	
		\$ 1,261,439.07
Sewer Betterment Assessments:		
Betterments Interest/Pay Offs	\$ 211.31	
		\$ 211.31
Inflow/Infiltration Repair:		
Earnings on Investments	\$ 0.48	
		\$ 0.48
Interfund Transfers:		
Transfer From General Fund	\$ 103,657.00	
		\$ 103,657.00
Total Sewer Enterprise Fund Receipts		\$ 1,365,307.86
Water Enterprise Fund		
Enterprise Receipts:		
Water Usage Charges	\$ 905,201.60	
Water Service Connection Fees	\$ 24,000.00	
Water Receipts Reserve Charges	\$ 11,090.00	
Miscellaneous Water Charges	\$ 10,653.50	
Water Liens	\$ 37,556.95	
Lien Interest	\$ 12,531.42	
Water Services	\$ 7,759.26	
Earnings on Investments	\$ 12,083.19	
		\$ 1,020,875.92
Interfund Transfers:		
Transfer From General Fund	\$ 19,940.00	
		\$ 19,940.00
Total Water Enterprise Fund Receipts		\$ 1,040,815.92
Transfer Station Enterprise Fund		
Trash Hauler Fees	\$ 16,284.00	
Contracted Landfill Fees	\$ 433,329.00	
Earnings on Investments	\$ 15,336.85	
Total Landfill Enterprise Fund Receipts		\$ 464,949.85
Total Receipts ---- All Funds		\$ 29,776,069.23

Advisory Board

Introduction

The following is the recommended budget proposal for the Town of Westminster from the Advisory Board for FY2021. The operating budget for the Town is presented in one article on the Annual Town Meeting Warrant (article 5). The remaining FY2021 budget is comprised of additional articles that cover capital expenditures and requests for special services by the Town. Each year Town Meeting reviews the proposed budget and adopts it by voting to appropriate funds for each warrant article.

Budget Recommendations

The current budget recommendation is a responsible balanced budget that is within the 2 ½ plus growth guidelines.

The recommended operating budget (article 5) for FY2021 is \$23,026,369. This is an increase of \$774,473 (3.48%) over the FY2020 operating budget. The increase is due to several factors which include:

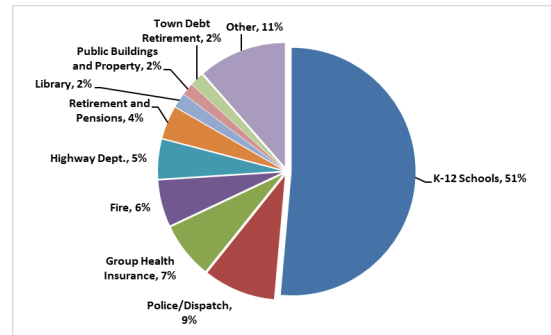
An increase of \$287,497 in "Schools" due mainly to contractual salary increases, insurance and benefits, out of district special education tuition and costs to increase internet bandwidth. This represents a 2.5% increase over last year.

An increase of \$123,300 in "Group Health Insurance" which is a 10.5% increase over FY20, due to the continued rising cost of health insurance and new enrollees.

An increase of \$98,707 in "Retirement and Pensions", a 11.2% increase over last year, due to an increase in the Actuarial Accrued Liability.

An increase of \$51,279 in "Fire" which is a 4.9% increase over FY20, due to changes in personnel leveling.

An increase of \$45,062 in "Highway Dept." which is a 5.5% increase over FY20, due to the increased cost for professional services.



The chart above shows the breakdown of the operating budget by department for FY2021.

Below is a summary of the articles to be voted on at Town Meeting (both monetary and non-monetary). The Advisory Board is unanimously in favor of all the below articles unless specifically noted:

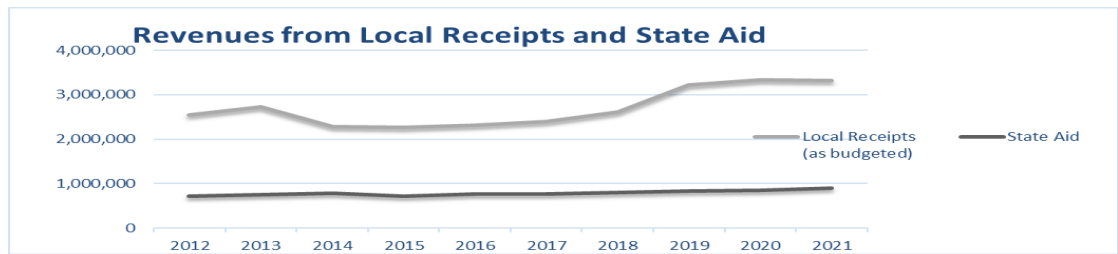
Article 5 is for the annual operating budget and includes all operating departments, including the schools. The Operating budget is mainly funded through Raise and Appropriate (taxes); the remainder, \$387,702, is funded through transfers from Ambulance Receipts (\$280,562), \$91,840 from the Roads Stabilization fund, \$15,000 from Septic Loan Program Receipts and \$3,000 from Wetlands fees.

The FY2021 budget is also comprised of enterprise funds (Sewer, Water and Transfer Station – articles 6, 7 and 8) which total \$2,156,193 and are funded primarily by user fees; the remainder, \$127,660, is funded through Raise and Appropriate (taxes), as it relates to the capital costs of the loans associated with the Sewer In Line Storage and the Regional Treatment plant (this treatment was voted on at previous town meetings).

Articles 9, 10 and 12 are customary money articles. These are articles that are on the warrant every year. Article 12 is the customary article to be used to appropriate funds to the OPEB stabilization fund which was established in prior years to fund future other post-employment benefits for town employees.

Article 11 is the customary article used to offset the tax increase. The Advisory Board recommends \$230,000 of free cash be used to balance the budget. This is consistent with the past three years.

Advisory Board



Articles 13 through 22 are non-capital money articles that total \$54,000. These articles are requests submitted by various departments/committees but are not part of the Capital Plan. All articles are funded through free cash and as such, do not impact the tax rate in the current year.

Articles 23 through 30 are for the proposed Capital Improvement Plan for FY2021. The funding for the FY2021 Capital Plan is broken down as follows:

\$1,278,290 will be funded from Stabilization funds

\$888,000 will be funded from Raise & Appropriate, and

\$50,000 will be funded from Free Cash

For details please see the "Annual Report of the Capital Planning Committee" further on in this booklet.

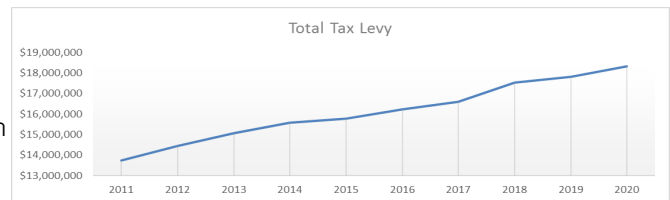
Articles 31 through 37 are non-monetary in nature and relate mainly to updates to the Town's zoning laws, bylaws and the Old Town Hall. Article 31 relates to a legal relocation of a portion of Worcester Road in connection with the alterations currently underway to Rt. 140. Articles 32 through 35 relate to updates to the Town's bylaws stormwater management, low impact development, earth removal and zoning on cul-de-sacs. Article 36 relates to the Town's bylaw and adoption of state law authorizing the Police Department to fingerprint and run criminal histories on applicants for permits for Hawkers, Peddlers and other Door-to-Door Salespeople.

Revenue

The sources of revenue for the Town of Westminster are State Aid, Property Taxes and Local Receipts. Local Receipts can be further broken down into Landfill Receipts and Other Local Receipts. Examples of Other Local Receipts include Excise Tax, Licenses/Permits, Fees and Fines/Penalties.

The following graph below shows the combined Local Receipts (including the landfill revenue estimate) and State Aid (\$4,221,512); the FY2021 estimate contemplates a small increase over the prior year of 0.9% (\$38,757). The State Aid estimate has increased by \$41,757, or 4.9%, for FY2021 to a total of \$896,512. This is the fourth year that the estimate of State Aid has increased. The esti-

mate for Local Receipts has decreased by \$3,000, mainly due to a forecast decrease in landfill revenues, offset by increases in motor vehicle excise tax and investment income.



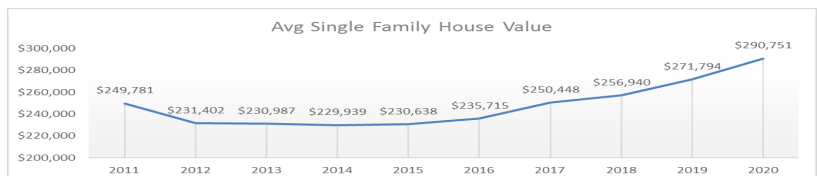
Revenue – Property Tax Data

The following graph shows the Total Property Tax Levied for the Town since FY2011.

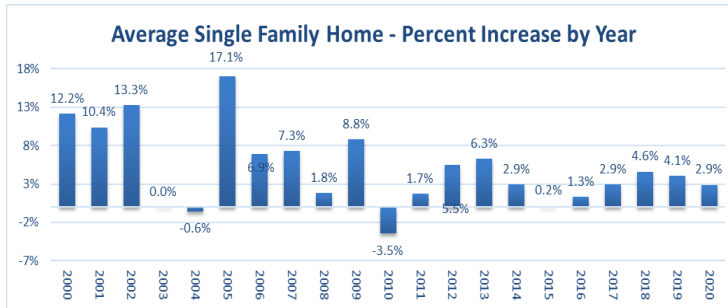
The current tax rate is **\$17.53** per \$1,000 of valuation. This is based upon the valuation of all property in Town for FY2020 was \$1,049,615,374; this rate is expected to change once the final FY2021 valuations are performed. Any increase of \$100,000 in spending will increase the tax rate by approximately \$0.10 per \$1,000 of assessed value.

Below are the average "Single-Family Home" tax bills, and the percentage of home value these tax bills represent. This is for FY2020 for some of our neighboring communities, and for some nearby communities of similar population.

The following chart illustrates the average home value in the Town of Westminster over the past nine years. Home values declined from FY2011 until FY2014. However, there has been a 24% increase in values from FY2016 to FY2020.



Advisory Board



The following chart illustrates the percent increase of the average single-family tax bill by year for the Town of Westminster since 2000.

*2000, 2001, 2005 & 2018 Proposition 2.5 overrides were passed

**2012 switch to the State "aggregate wealth model" formula for school funding took place

***2018 There was a special election to approve the School budget

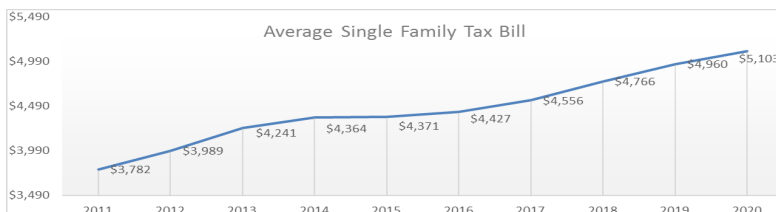
Municipality (neighboring towns)	Population (2018)	Average Home Value	Tax Rate	Average Tax bill	% of home value
HUBBARDSTON	4,787	\$278,987	\$14.82	\$4,135	1.48%
PRINCETON	3,478	\$384,442	\$15.85	\$6,093	1.58%
WESTMINSTER	7,884	\$290,751	\$17.55	\$5,103	1.76%
LEOMINSTER	41,823	\$282,884	\$17.98	\$5,086	1.80%
LUNENBURG	11,657	\$332,447	\$18.12	\$6,024	1.81%
FITCHBURG*	40,882	\$212,470	\$19.71	\$4,188	1.97%
GARDNER	20,719	\$205,881	\$19.74	\$4,064	1.97%
ASHBURNHAM	6,346	\$266,516	\$20.10	\$5,357	2.01%

Municipality (similar populations)	Population (2018)	Average Home Value	Tax Rate	Average Tax Bill	% of home value
AYER*	8,164	\$350,208	\$14.10	\$4,938	1.41%
SHIRLEY	7,649	\$318,236	\$16.11	\$5,127	1.61%
STERLING	8,190	\$363,364	\$16.81	\$6,108	1.68%
WESTMINSTER	7,884	\$290,751	\$17.55	\$5,103	1.76%
RUTLAND	8,846	\$298,534	\$17.61	\$5,257	1.76%
WEST BOYLSTON	8,215	\$322,200	\$18.58	\$5,986	1.86%
LANCASTER	8,185	\$360,250	\$19.85	\$7,151	1.99%

The "Population Chart" below illustrates the population growth from 2008 to 2018 [Population data is only updated every few years]. The population in 2008 was 7,391 compared to 7,884 in 2018 (an increase of 493). The "Population Increase/Decrease per Year" chart shows the population increase/decrease year over year. The largest increase was in 2018, increase of 125, however, on average, the population has increased by 45 each year in the decade shown. On average the population growth since 2008 is 0.6% per year; this is consistent with the average of the eight years from 2000 to 2008.

* residential tax rate different than industrial, commercial, open space and personal property

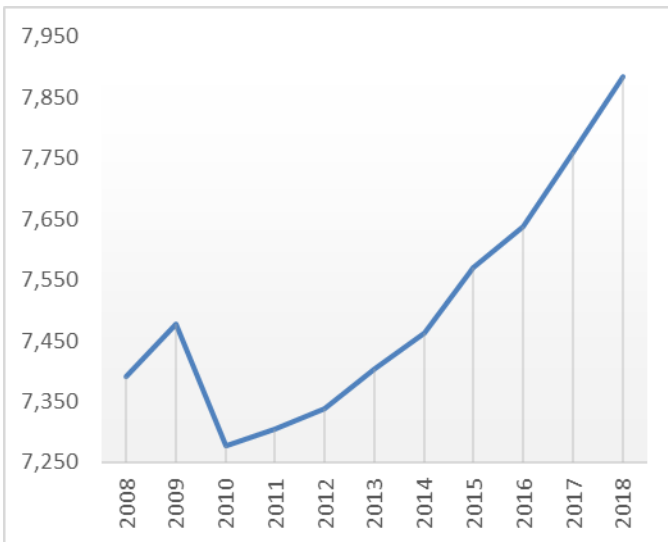
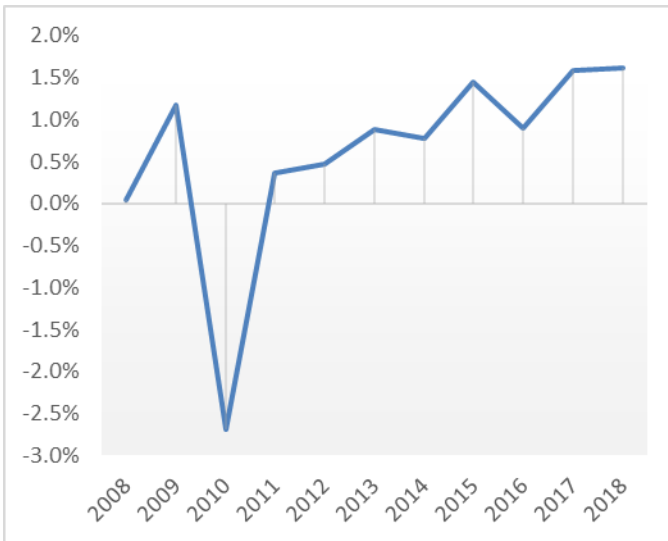
The following chart illustrates the average single-family tax bill for the Town of Westminster over the past nine years. The average single-family tax bill is \$1,578 more than it was in FY2011 or approximately 32% higher. This is an average increase of 3.2% per year.



Advisory Board

Population Chart

Population Increase/Decrease per Year



The source for all the Levy, Property Tax and Population Data information is from the <http://www.mass.gov/dor/local-officials/> website.

Capital Planning Committee

The primary focus of the Capital Planning Committee is to study, research and make recommendations on capital improvement projects. In addition, the committee may develop processes and policies in order to maintain the capital improvement program. A set of financial policies have been created by the Capital Planning Committee and approved by the Board of Selectmen on October 27, 2014. These policies can be found in the Appendix at the end of this document and are key items to the Capital Planning Process.

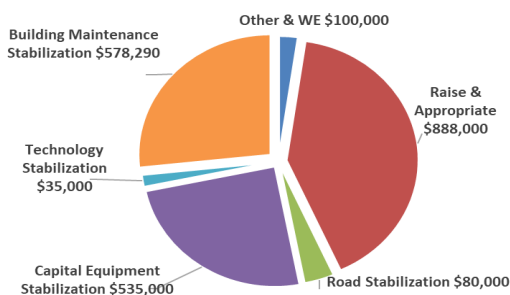
The Capital Planning Committee has met with the various department heads over the past year and developed the following five year CIP. The committee is pleased to recommend the following report to the Town of Westminster.

FY2021 Capital Plan

[illegible]

The proposed CIP for FY2021 totals \$2,216,290. The FY2021 CIP is funded from a combination of sources: Raise & Appropriate (taxes), Stabilization Accounts, Enterprise Funds and Other funding (e.g. Chapter 90, Ambulance Receipts...etc.). The following chart (Chart 1) illustrates the breakdown of the funding for the FY2021 Capital Plan.

Chart 1 - FY2021 Capital Funding Chart



The purpose of the committee is to study capital (tangible assets and projects) spending requests with a dollar value

greater than \$15,000. The committee is charged with preparing annual capital spending recommendations to be submitted to the Board of Selectmen and Advisory Board and to be published in the Advisory Board booklet. The committee is also charged with developing a long range capital plan of at least five years.

The following is the FY2021 Recommendation from the Capital Planning Committee.

Stabilization Fund Summary

The goal of the Capital Planning Committee is to develop a fiscally responsible five year CIP and identify funding sources for at least the next three years of the plan. All Capital requests will be reviewed and prioritized by the Capital Planning Committee using a priority table. Furthermore, the five year CIP will be utilized as a planning tool to determine future Sta-

bilization Fund Amounts.

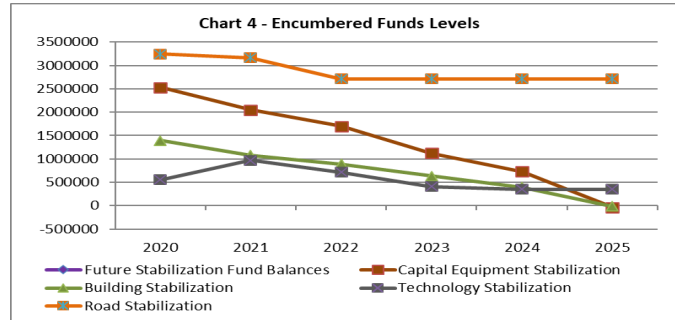
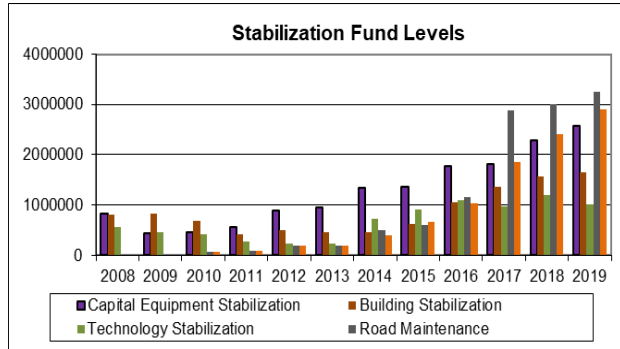
Part of the CIP is funded from Stabilization Funds. Maintaining adequate stabilization fund levels is important to the financial stability of the Town. The Capital Planning Committee has defined minimum levels for each stabilization fund. As the Capital Planning Committee refines the five year CIP and identifies the funding sources the stabilization fund levels will be monitored. Adjustments to the five year CIP and/or funding sources may be required if future

Stabilization Fund levels drop too low. Chart 2 illustrates the stabilization fund levels from 2008 through 2019 (amount includes the Capital Equipment, Building Maintenance and Technology Stabilization Funds). Chart 3 lists the stabilization fund amounts after the Fall Town Meeting on 11/27/2019.

The stabilization fund levels have improved over the past few years with the biggest increase in the past two years. The certified free cash for FY2019 was approximately 4.2 million dollars. This is higher than the typical average. The main contributing factor to this higher than average free cash amount was due to local receipts from the landfill. The landfill receipts came in at approximately 2.6 million over the amount estimated. The landfill receipts are expected to continue to exceed the estimated amounts in the future since the long term plan is to eliminate this revenue from the operating budget. Since the landfill will close at some point it is critical that revenue from this source be removed from the operating budget. The recent influx of free cash greatly helped the stabiliza-

Capital Planning Committee

Stabilization Funds	2021	2022	2023	2024	2025	5 Year Total
Capital Equipment Stabilization	\$535,000	\$350,000	\$575,000	\$395,000	\$765,000	\$2,620,000
Building Maintenance Stabilization	\$578,920	\$195,609	\$248,139	\$247,042	\$402,026	\$1,671,736
Technology Stabilization	\$35,000	\$260,000	\$300,000	\$65,000	\$0	\$660,000
Road Maintenance Stabilization	\$80,000	\$450,000				\$530,000
OPEB Stabilization						



Description	Date of Vote/Issue	Debt Excluded	Amount Voted	Debt Matured	FY2021	FY2022	FY2023	FY2024	FY2025
*Sewer Extension Bond	4/15/2004	Yes	\$3,515,000	FY2019	Matured				
*Sewer Extension Bond - Interest									
***Rte 140 Design	5/2/2015	No	\$410,000	FY2024	\$82,000	\$82,000	\$82,000	\$82,000	
***Rte 140 Design - Interest					\$9,840	TBD	TBD	TBD	
Senior Center Bond	4/1/2015	Yes	\$2,830,100	FY2030	\$190,000	\$190,000	\$190,000	\$190,000	\$190,000
Senior Center Bond - Interest					\$49,600	\$45,800	\$42,000	\$37,250	\$32,500
**Water Storage Tank - Ellis Road - Bond	5/5/2018	No	\$1,700,000	TBD	\$0	TBD	TBD	TBD	TBD
**Water Storage Tank - Ellis Road - Interest					\$2,570				
**Water Main Replacement	2/6/2013	No	\$600,000	FY2018	Matured				
**Water Main Replacement - Interest									
Septic Management Plan	5/4/2013	No	\$300,000	FY2039	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Septic Management Plan - Interest					\$0	\$0	\$0	\$0	\$0
2018 KME Fire Pumper/Tanker	11/27/2018	No	\$600,000	FY2024	\$120,000	\$120,000	\$120,000	\$120,000	
2018 KME Fire Pumper/Tanker - Interest					\$7,930	TBD	TBD	TBD	
2014 KME Fire Engine	7/10/2013	No	\$550,000	FY2019	Matured				
2014 KME Fire Engine - Interest									
Town Hall Bond	5/1/2007	No	\$3,700,000	FY2017	Matured				
Town Hall Bond - Interest									
****Sewer In-line Storage Project	4/11/2016	Yes	\$2,500,000	FY2059	53,554	53,554	53,554	53,554	53,554
****Sewer In-line Storage Project - Interest					53,019	51,546	50,073	48,600	47,128

* 50% paid through betterment
 ** Water Receipts Reserve
 ***Authorized and Unissued Debt
 ****85% taxation and 15% from sewer enterprise

es the chart on the right shows the impact to the fund levels.

The fund levels will decline if no additional money is transferred back into the Stabilization Funds. This is an important factor to understand when considering the Stabilization Fund levels. Each year the Town votes to transfer money back into the Stabilization Funds from the Certified Free Cash.

The amount transferred back into the Stabilization Funds is something that the Capital

tion fund levels and will help fund the five year CIP.

Stabilization Funds - Encumbered

An important aspect of the Stabilization Funds is not only the current levels but also the levels over the next five years as they are used to fund the CIP. A portion of the amount in the Stabilization Funds are encumbered or reserved for future capital purchases. This encumbering of funds is essential in funding the five year CIP and ensures that not only will capital purchases happen in a timely manner but the impact of these projects have a minimum effect to the overall budget. The following Table reflects the amounts encumbered in each of the Stabilization Funds over the next five years based on the current CIP.

Taking into account the future Stabilization Fund encumbranc-

Planning Committee recommends based on the five year CIP. The amount transferred into the Stabilization Funds is part of a plan based on what is expected to be used in the future.

Some of the amounts in the Stabilization Funds reflected in FY2025 fall below the minimum (some drop below \$0) stabilization fund levels established by the Capital Planning Committee in their Reserve Policy.

Debt Summary

A comprehensive CIP involves a strategy that includes a debt management plan. The debt management plan should be developed to meet the financing needs of the Town in a cost effective manner, taking into account Town priorities, as well as legal, financial, and structural considerations. The Capital Planning Committee has defined a debt policy to ensure that debt is managed within sustainable levels based upon annual

Capital Planning Committee

revenues.

(Enterprise Fund Levels as of 11/27/2019)

The following Table below show the current five year debt projections: (updated on 1/13/20). The information is broken out to show the date of vote, debt excluded vs non-debt excluded, amount and mature date of the projects.

Enterprise Funds

Enterprise funds establish a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods and services. The Town has three enterprise funds (water, sewer and transfer station). Some of the items on the CIP are funded by the enterprise funds. For example, if a pick up truck used by the water/sewer department is in need of replacement, then the funding for a new truck would come from the water and sewer enterprise funds. In addition, some items on the debt schedule are funded or partially funded by the enterprise funds (this is noted on the debt schedule - see previous page).

Similar to the stabilization funds, the enterprise fund levels must be maintained at adequate levels for financial stability. The chart below show the Sewer, Water and Transfer Station Enterprise levels from 2009 to 2019.

The Water Enterprise Fund level has increased from \$380,726 in 2009 to \$1,095,633 in 2019. The Sewer Enterprise Fund level has declined since 2009. In 2009 the Sewer Enterprise fund was slightly under 1.2 million dollars. In 2015 the fund was at \$263,344. The Sewer Enterprise fund has increased the last three years with the 2018 amount of \$899,592.

Approximately 47% of the Sewer Enterprise expenditures are for collection charges paid to the City of Fitchburg. Another 26% is used to pay the debt for the sewer extension bond.

Overall, the status of the Town's financial position is positive. The stabilization funds have been restored to adequate levels and the Town now has an adopted policy addressing these funds and their minimum levels. In addition, the five year CIP is successfully leveraging these funds for future capital expenses and thus keeping the amount needed to raise & appropriate from taxes consistent year over year. The Enterprise Fund levels are being monitored and the long range plan is to grow these levels in order to support future capital projects.

The next few pages of the report are intended to expand on a few of the larger Capital Improvement Projects that are either currently on the plan or are expected to be added in the new few years. The goal is to inform and increase the awareness or these projects to the residents of Westminster.

Route 140 Design Project

A project for the engineering design of Route 140, i.e., Hager Park and Worcester Roads was approved at the May 2, 2015 Annual Town Meeting. This project will address a number of road repairs/deficiencies and flooding issues along the roadway. The area on Worcester Road in the vicinity of Mile Hill and Gatehouse Roads in particular has flooding issues and is a safety concern. The project has been split into two, Project 1 Narrows Road to Patricia Road and Project 2 Patricia Road to Princeton town line. Project 1 has an estimated construction start in 2021. Project 2 is at the 75% design phase and has not been assigned a construction date. Both projects have been approved for Transportation Improvement Program (TIP) funding. TIP is a multi-year program of capital improvements that reflect the needs of the regional transportation system.

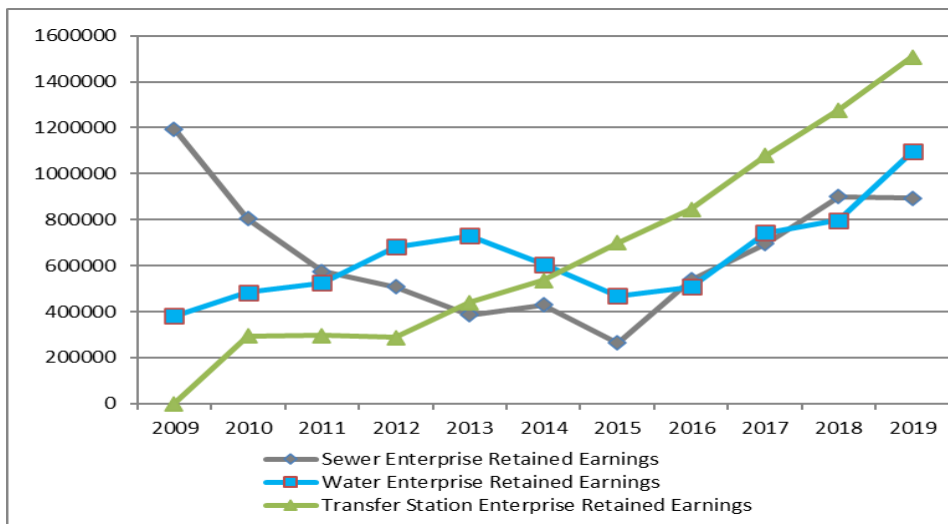


Chart 5

Water Storage Tank (Ellis Road Standpipe) Project

A project for replacing the water storage tank on Ellis Road was voted at the FY2019 Annual Town Meeting. The cost of this project is estimated to be 1.7 million dollars. Funding this project will be borrowed and paid back from the Water Enterprise Retained Earnings. The existing storage tank is at the end of its useful life (60+ years old). Construction is expected to start in 2020.

Capital Planning Committee

Water Main Improvement Program

An ongoing project to replace/upgrade aging/deficient water mains to improve water quality, fire protection and water storage tank tracking over a period of 20-years. Recently completed projects include replacing/upgrading water mains on South, Bacon, Elliott and Pleasant Streets. The Water Department's water main improvement program plan is to replace approximately 30,000 linear feet of water main over the twenty-year period (approximately 14% of the water system).

Whitmanville Road Bridge Design Project

The engineering and construction for this project will be fully funded with state and/or federal monies. The MassDOT performs inspections on municipal owned bridges that have a clear span > 20 feet. The MassDOT has performed inspections on this bridge which have shown a need to replace the bridge. The engineering for this project is almost complete and construction is projected to start in Spring 2021.

Old Town Farm Road Culvert Replacement

Engineering and construction costs to replace twin 36-inch culverts. The replacement will aid in flooding/overtopping of the road due to insufficient size of the existing pipes. Preliminary estimate for construction is \$350,000. The construction costs may increase due to providing another means of access as the road is a dead-end.

MS4 Storm water Permit

This request is for the newly issued NPDES Massachusetts Small Municipal Separate Storm Sewer System (MS4) General Permit issued by the U.S. EPA. Money needs to be set aside in free cash for annual permit compliance.

Sewer Extension Projects

Multiple projects to extend sewers in environmentally sensitive areas in Town will be discussed once Phase A (Whitman River sewer upgrades & I/I Control Plan) have been completed. Projects include extending sanitary sewer in CWMP Phases 1 and 2 which include the following areas in Town: Phase 1- Leino Park, Lakewood Park, Dawley Road, Phase 2-Lake Drive East and Edro Isle. Preliminary engineering design costs for Phase 1 range from \$700,000 to \$800,000 and for Phase 2 from \$500,000 to \$600,000. Preliminary construction costs for Phase 1 range from \$4,000,000 to \$4,500,000 and for Phase 2 from \$2,700,000 to \$3,000,000. Both Phases are expected to take 3 years each from the start of design to the end of construction.

Multi-Year Road Improvement Project

A multi-year road improvement plan for repairing and improving town roads has been added to the CIP. The plan is funded by a

combination of the Annual Road Maintenance appropriation, MassDOT Chapter 90 and Road Maintenance Stabilization funds. A comprehensive plan that spans multiple years with the goal of improving the average pavement condition index (PCI) is updated annually by the DPW. Funding for this plan is dependent on landfill revenue. Once the landfill is closed, transfers to the Road Maintenance Stabilization Fund from landfill revenue will cease.

Public Safety Building

A public safety building committee has been formed and have been meeting to come up with a plan for the Public Safety Building. The current building has limited storage and the committee is looking at options for expansion of the existing building or possibly moving one or both department(s) to a new location. Surveys are being developed and will be sent out in order to gather feedback from the community.

Tower Ladder

A project for replacing the Tower Ladder is not yet on the five year CIP but is currently slated for FY2030. Although FY2030 is a number of years away, it is important to start discussing funding options now in order to have the least amount of impact to the tax payers. A Tower Ladder provides significant advantages over the traditional ladder truck with the main advantage being safety. A fire fighter can safely maneuver the bucket into position to best fight a fire and does not have to climb up and down a ladder that is wet and sometimes frozen. In addition, in a rescue situation rescued persons can be lowered to the ground rather than having to climb down a ladder. Another advantage is reach - a tower can extend out as well as up thus allowing a fire fighter to reach a home from the road. With all light weight construction buildings are made to depend on each component to support its own weight. When fire weakens one or more the building fall down faster endangering the people and firefighters. Another major advantage to a tower is that it can operate in any angle fully extended without fear of collapsing. This vehicle also allows us to operate with fewer people because of the safety factor.

Election Results and Town Meeting Minutes



March 3, 2020 Presidential Primary

Results of the Presidential Primary held March 3, 2020

A total of 2,094 voters cast their ballots at this election. This represents 35% of the total number of registered voters (6,040).

Break down of Voters by Party:

	Precinct 1	Precinct 2	TOTAL
Democrat	819	771	1590
Republican	238	251	489
Green Rainbow	4	0	4
Libertarian	3	8	11
TOTAL	1064	1030	2094

The Votes are as follows:

DEMOCRAT Presidential Preference:

	Precinct 1	Precinct 2	TOTAL
Deval Patrick	1	5	6
Amy Klobuchar	13	5	18
Elizabeth Warren	118	113	231
Michael Bennet	0	2	2
Michael Bloomberg	86	99	185
Tulsi Gabbard	10	14	24
Cory Booker	0	0	0
Julian Castro	0	0	0
Tom Steyer	9	5	14
Bernie Sanders	227	217	444
Joseph Biden	313	288	601
John Delaney	1	0	1
Andrew Yang	0	1	1
Pete Buttigieg	36	17	53
Marianne Williamson	0	1	1
No Preference	5	3	8
Write-In	0	0	0
Blanks	0	1	1
TOTAL	819	771	1590

State Committee Man

	Precinct 1	Precinct 2	TOTAL
Patrick Havery	603	550	1153
Write-In	0	0	0
Blanks	216	221	437
TOTAL	819	771	1590

State Committee Woman

	Precinct 1	Precinct 2	TOTAL
Natalie Higgins	611	567	1178
Write-In	0	0	0
Blanks	208	204	412
TOTAL	819	771	1590

Town Committee

	Precinct 1	Precinct 2	TOTAL
Group	425	419	844
Kenneth Marien	457	472	929
Laila Michaud	501	491	992
Ceila Burgess	466	470	936
Gretchen Schlier	478	469	947
Nell Naideth	447	454	901
Philip Burgess	471	469	940
Joseph Macchia	463	477	940
Patricia Macchia	456	466	922
Write-In	0	0	0
Group Blanks	392	352	744
Individual Blanks	24688	22972	47660
TOTAL	29244	27511	56755

March 3, 2020 Presidential Primary

REPUBLICAN

Presidential Preference:

	Precinct 1	Precinct 2	TOTAL
William Weld	18	29	47
Joe Walsh	1	5	6
Donald Trump	216	212	428
Rogue "Rocky" de la F	0	0	0
No Preference	2	4	6
Write-In	0	0	0
Blanks	1	1	2
TOTAL	238	251	489

State Committee Man

	Precinct 1	Precinct 2	TOTAL
Thomas F. Ardinger	191	194	385
Write-In	0	0	0
Blanks	47	57	104
TOTAL	238	251	489

State Committee Woman

	Precinct 1	Precinct 2	TOTAL
Susan Smiley	188	193	381
Write-In	0	0	0
Blanks	50	58	108
TOTAL	238	251	489

Town Committee

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	8228	8785	17013
TOTAL	8228	8785	17013

LIBERTARIAN

Presidential Preference

	Precinct 1	Precinct 2	TOTAL
Arvin Vohra	1	0	1
Vermin Love Supreme	0	0	0
Jacob George Hornberger	0	1	1
Samuel Joseph Robb	1	0	1
Dan Taxation is Theft Behrm	1	1	2
Kimberly Margaret Ruff	0	0	0
Kenneth Armstrong	0	0	0
Adam Kokesh	0	2	2
Jo Jorgensen	0	0	0
Max Abramson	0	0	0
No Preference	0	0	0
Write-In	0	0	0
Blanks	0	4	4
TOTAL	3	8	11

State Committee Man

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	3	8	11
TOTAL	3	8	11

State Committee Woman

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	3	8	11
TOTAL	3	8	11

Town Committee

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	21	80	101
TOTAL	21	80	101

March 3, 2020 Presidential Primary

GREEN RAINBOW

Presidential Preference:

	Precinct 1	Precinct 2	TOTAL
Dario Hunter	0	0	0
SKC Moyowasi-fza-Curry	1	0	1
Kent Mesplay	1	0	1
Howard Hawkins	2	0	2
No Preference	0	0	0
Write-In	0	0	0
Blanks	0	0	0
TOTAL	4	0	4

State Committee Man

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	0	4
TOTAL	4	0	4

State Committee Woman

	Precinct 1	Precinct 2	TOTAL
Charlene DiCalogero	4	0	4
Write-In	0	0	0
Blanks	0	0	0
TOTAL	4	0	4

Town Committee

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	40	0	40
TOTAL	40	0	40

June 16, 2020 Annual Town Election

A total of 236 voters (Precinct 1-102 and Precinct 2-108) cast ballots at the Annual Town Election. This represents a 0.044 percent voter turnout (6,083 total voters). The following are the results:

Moderator-3 years

	Precinct 1	Precinct 2	Total
John A. Bowen	102	108	210
Blanks	7	19	26
Write-In	0	0	0
TOTAL	109	127	236

Board of Selectman-3 years

	Precinct 1	Precinct 2	Total
Salvatore J. Albert, Jr.	103	123	226
Blanks	6	4	10
Write-In	0	0	0
TOTAL	109	127	236

Board of Health-3 years

	Precinct 1	Precinct 2	Total
H. Christopher Redkey	84	97	181
Blanks	25	30	55
Write-In	0	0	0
TOTAL	109	127	236

Town Clerk-3 years

	Precinct 1	Precinct 2	Total
Ellen M. Sheehan	106	123	229
Blanks	3	4	7
Write-In	0	0	0
TOTAL	109	127	236

Assessor-3 years

	Precinct 1	Precinct 2	Total
Robert J. Sampson	98	113	211
Blanks	11	14	25
Write-In	0	0	0
TOTAL	109	127	236

Library Trustee (two positions)-3 years

	Precinct 1	Precinct 2	Total
Kimberly A. Samson	100	113	213
Kristen R. Gregory	86	110	196
Blanks	32	31	63
Write-In	0	0	0
TOTAL	218	254	472

Library Trustee (one position)-1 year

	Precinct 1	Precinct 2	Total
Cynthia J. Brown	94	110	204
Blanks	15	17	32
Write-In	0	0	0
TOTAL	109	127	236

Hager Park Commission-3 years

	Precinct 1	Precinct 2	Total
Alan J. Wiktorski	96	114	210
Blanks	13	13	26
Write-In	0	0	0
TOTAL	109	127	236

June 16, 2020 Annual Town Election

Planning Board (two positions)-3 years

	Precinct 1	Precinct 2	Total
Marie N. Auger	88	109	197
Daniel T. Bartkus	95	111	206
Blanks	35	34	69
Write-In	0	0	0
TOTAL	218	254	472

Regional School Committee-Ashburnham (two positions) -3 years

	Precinct 1	Precinct 2	Total
B. Ellen Holmes	89	108	197
Christine Eddy	87	99	186
Blanks	42	47	89
Write-In	0	0	0
TOTAL	218	254	472

Housing Authority-5 years

	Precinct 1	Precinct 2	Total
Peter F. Yraola	93	116	209
Blanks	16	11	27
Write-In	0	0	0
TOTAL	109	127	236

Constable-3 years

	Precinct 1	Precinct 2	Total
Steven L. Couture	99	114	213
Blanks	10	13	23
Write-In	0	0	0
TOTAL	109	127	236

Cemetery Commission-3 years

	Precinct 1	Precinct 2	Total
Shawn O'Leary	101	116	217
Blanks	8	11	19
Write-In	0	0	0
TOTAL	109	127	236

Regional School Committee-Westminster (two positions) - 3 years

	Precinct 1	Precinct 2	Total
Justin M. Sparks	99	109	208
Kimberly Russo	0	5	5
Blanks	119	140	259
Write-In	0	0	0
TOTAL	218	254	472

June 20, 2020 Special Town Meeting

VOTE TAKEN AT SPECIAL TOWN MEETING HELD JUNE 20, 2020

The meeting was officially called to order by Moderator John Bowen at 1:00 p.m. with 71 people in attendance. The Constable's Return of the Warrant was read by Town Clerk Ellen Sheehan. Salvatore Albert and John Fairbanks were sworn in as tellers.

The following non-residents were given permission to address the town meeting when appropriate: Town Administrator Mark Hawke, Town Counsel Brian Riley, Cemetery Superintendent Alan Mayo, Police Chief Michael McDonald, Town Planner Stephen Wallace, School Superintendent Sandra Rehler, School Business Manager Julie Suprenant, and incoming new School Superintendent Todd Steward.

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

The votes taken were as follows:

ARTICLE 1. Voted to transfer \$75,000 from free cash to supplement the amount voted under Article 5 of the May 4, 2019 Annual Town Meeting for the FY 2020 Snow & Ice Removal accounts (Department 423).

ARTICLE 2. Voted to transfer \$3,593 from free cash to pay bills totaling \$2,192 from the Motorola Solutions, Inc., company, to pay bills totaling \$781 from National Grid and to pay bills totaling \$620 incurred in 2019.

9/10 Majority Needed

Unanimous

The special town meeting adjourned at 1:05 p.m.

Respectfully submitted,

Ellen M. Sheehan, CMMC

Westminster Town Clerk

June 20, 2020 Annual Town Meeting

The meeting was officially called to order by Moderator John Bowen at 1:05 p.m. with 71 people in attendance. The Constable's Return of the Warrant was read by Town Clerk Ellen Sheehan. Salvatore Albert and John Fairbanks were sworn in as tellers.

The following non-residents were given permission to address the town meeting when appropriate: Town Administrator Mark Hawke, Town Counsel, Brian Riley, Cemetery Superintendent Alan Mayo, Police Chief Michael McDonald, Town Planner Stephen Wallace, School Superintendent Sandra Rehler, School Business Manager Julie Suprenant, and incoming new School Superintendent Todd Steward.

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

The votes taken were as follows:

CUSTOMARY ARTICLES

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

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

ARTICLE 3. Heard the reports of the following committees appointed to act on Town affairs or in its behalf:

Advisory Board financial report, Public Safety Building Feasibility Study Committee

ARTICLE 4. Voted to set the following spending limits for each Revolving Fund authorized under Chapter 28-9 of the Town Bylaws for FY2021:

Hazardous Materials Recovery - \$12,000

Agricultural Commission Programs - \$10,000

Public Health Clinic and Emergency Response - \$25,000

Private Road Maintenance - \$10,000

OPERATING BUDGETS

ARTICLE 5. Voted to fix the compensation of appointed and elected officers, provide for a Reserve Fund, and determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, for the ensuing fiscal year.

AMOUNT APPROPRIATED

Selectmen	
Temporary Labor	4,000
Expenses	5,250
Lease Copiers	12,000
Johnny Appleseed	10,000
Town Administration	
Salaries	164,472
Expenses	6,675
Advisory Board	
Expenses	650
Reserve Fund	
Expenses	60,000
Accountant	
Salaries	96,319
Expenses	36,900
Assessors	
Salaries	67,363
Expenses	17,480
Treasurer/Collector	
Stipend	1,000
Salaries	154,862
Expenses	9,816
Legal	
Expenses	75,000
Personnel Admin	
Salaries	47,170
Expenses	17,130
Data Processing	
Salaries	62,275
Expenses	115,055

June 20, 2020 Annual Town Meeting

Town Clerk		Fire	
Stipend.....	1,175	Salaries	967,509
Salaries	86,569	Expenses.....	132,317
Expenses	10,530	Ambulance	
Elections		Salaries	156,756
Stipend.....	600	Expenses.....	123,806
Salaries	11,880	Emergency Mgmt	
Expenses	17,205	Expenses.....	11,985
Conservation		Building Dept	
Salary	39,295	Salaries	226,742
Expenses	1,550	Expenses.....	20,000
Town Planner		Animal Control	
Salary	76,524	Expenses.....	40,000
Expenses	4,300	Tree Warden	
Planning Board		Salary	2,000
Salary	2,000	Expenses.....	33,200
Expenses	1,150	K-12 Schools	
Board of Appeals		Contribution to Fndn Budget	7,466,737
Salary	1,500	Additional Funds.....	2,631,815
Expenses	300	Transportation.....	506,466
Agricultural Comm		Comm Serv.....	4,358
Expenses	500	WES Bond.....	258,753
Economic Developmt		Oakmont Bond	253,515
Expenses	1,300	Monty Tech	
Public Bldgs & Prop		Foundation State Minimum	655,169
Salaries	111,444	Transportation.....	43,615
Expenses	248,000	Capital	15,812
Town Report		Bonds.....	0
Expenses	2,250	Highway Admin	
Crocker Pond		Salaries	307,841
Salaries	21,033	Highway Dept	
Expenses	7,655	Salaries	607,642
Police/Dispatch		Expenses.....	261,350
Salaries	1,851,694		
Expenses	298,800		

June 20, 2020 Annual Town Meeting

Snow & Ice Control		Memorial Day	
Salaries	52,000	Expenses	1,300
Expenses	298,100	Care of Town Clock	
Street Lighting		Expenses	300
Expenses	25,000	Town Debt Retirement	
Cemetery Dept.		Total Expenses	407,000
Salaries	117,198	Town Debt Interest	
Expenses	15,680	Total Expenses	72,370
Health Department		Reg Plan Council	
Salaries	123,785	Expenses	2,613
Expenses	16,000	Other Emp Benefits	
Council on Aging		Expenses	40,000
Salaries	57,085	Retirement & Pensions	
Expenses	15,700	Expenses	81,818
Veteran's Services		Group Health Ins	
Salaries	26,155	Expenses	1,298,300
Expenses	1,635	Group Life Ins	
Veteran's Assistance		Expenses	4,000
Expenses	90,000	Other Insurance	
MART		Expenses	325,500
Salaries	84,680	Voted to appropriate the total sum of \$23,026,369 and to meet that appropriation as follows:	
Expenses	12,250	Raise and appropriate \$22,635,967	
Library		Transfer \$280,562 from the Ambulance Receipts Reserved Account, with any unused balance from this transfer reverting to that account at the end of the fiscal year.	
Salaries	296,741	Transfer \$3,000 from the Wetlands Filing Fees Account, with any unused balance from this transfer reverting to that account at the end of the fiscal year.	
Expenses	135,990	Transfer \$15,000 from Septic Loan Program receipts	
Recreation Dept		Transfer \$91,840 from Roads Stabilization Account	
Salaries	18,540	(Unanimous)	
Expenses	14,040	ARTICLE 6.. Voted the following sums be approved for the operation of the Sewer Enterprise for fiscal year 2021:	
Concerts			
Expenses	3,000		
Hager Park Comm			
Expenses	250		
Historical Comm			
Expenses	1,280		

Salaries	110,424
Expenses	1,023,600
Debt Principal	62,650
(USDA Loan)	
Debt Interest	63,461
(USDA Loan)	
Reserve Fund	10,000
SUBTOTAL	1,270,135
Shared Costs	212,003
TOTAL	1,482,138

June 20, 2020 Annual Town Meeting

Further, that of said sums, an appropriation of \$1,270,135 be raised as follows:

\$ 150,000	Retained Earnings
\$ 107,194	General Fund Subsidy
\$1,012,941	From available departmental receipts, investment earnings, and other revenues of the Sewer Enterprise Fund.

(Note: Shared costs have been appropriated in the general fund)

ARTICLE 7. Voted the following sums be approved for the operation of the Water Enterprise for fiscal year 2021.

Salaries	131,130
Expenses	366,300
Debt Principal	0
(Ellis Rd water tank)	
Debt Interest	3,000
(Ellis Rd water tank)	
Capital Outlay	102,328
Reserve Fund	10,000
SUBTOTAL	612,758
Shared Costs	188,352
TOTAL	801,110

Further, that of said sums, an appropriation of \$612,758 be raised as follows:

\$ 20,466	General Fund Subsidy (Tax Levy)
\$592,292	From available departmental receipts, investment earnings, and other revenues of the Water Enterprise Fund.

(Note: Shared costs have been appropriated in the general fund.)

ARTICLE 8. Voted the following sums be approved for the operation of the Solid Waste Transfer Facility Enterprise for fiscal year 2021.

Further, that of said sums, an appropriation of \$273,300 be raised as follows:

\$273,300	from available departmental receipts, investment earnings, and other revenues of the Solid Waste Transfer Facility Enterprise.
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(Note: Shared costs have been appropriated in the general fund.)

CUSTOMARY MONEY ARTICLES

ARTICLE 9. Voted to raise the sum of \$5,000, said sum to be appropriated as follows:

\$4,000 for the Westminster Cultural Council

\$1,000 for the Conservation Fund as provided for in Section 8C of Chapter 40 of the General Laws.

ARTICLE 10. Voted to raise and appropriate \$25,000 to fund a portion of the cost of retaining a professional consultant to perform the revaluation of real and personal property in the Town as required under Massachusetts General Laws.

ARTICLE 11. Voted to transfer \$230,000 from Free Cash to reduce the Fiscal Year 2021 tax rate.

ARTICLE 12. Voted to raise and appropriate \$300,000 for the OPEB Stabilization Account.

NON-CAPITAL MONEY ARTICLES

ARTICLE 13. Voted to raise and appropriate \$3,000 to hire a preservationist to assist the Historical Commission in documenting historically architecturally significant homes in Westminster.

ARTICLE 14. Voted to transfer \$4,000 from free cash for confined space safety equipment for the Cemetery Department.

ARTICLE 15. Voted to transfer \$1,500 from free cash for the installation of a concrete pad to hold a trash dumpster at the Senior Center.

ARTICLE 16. Voted to pass over the transfer of \$7,700 from free cash for the crack sealing and painting of the basketball court next to Town Hall.

ARTICLE 17. Voted to transfer \$7,000 from free cash for a commercial grade lawn mower for the ball fields under the care of the Recreation Department.

ARTICLE 18. Voted to transfer \$8,000 from free cash for tree trimming and pruning work to be done at Crocker Pond.

ARTICLE 19. Voted to transfer \$3,000 from free cash to be spent under the direction of the Town Planner for the re-printing of updated economic development brochures for the Town of Westminster.

ARTICLE 20. Voted to transfer \$4,000 from free cash to be spent under the direction of the Conservation Commission for the purpose of planning and implementing a forestry management project of approximately 150 acres in the area of Old Turnpike Road.

ARTICLE 21. Voted to transfer \$5,900 from free cash to be spent under the direction of the Town Clerk to purchase one new voting tabulator, to include related equipment and training.

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CAPITAL EXPENDITURE ARTICLES

ARTICLE 22. Voted to appropriate \$1,360,000 to be spent under the direction of the Public Works Director for the following capital equipment and projects, including related incidental costs, as follows:

ITEM/PROJECT	AMOUNT	FUNDING SOURCE
Maintenance of Town roads (including oiling, sealing, re-surfacing, drainage, guardrails, removing trees/brush, and other such activities.	\$300,000	Raise and appropriate
Reconstruction and improvement of Town roads.	\$500,000	Raise and appropriate
MS4 Storm Water Permit Compliance	\$50,000	Free Cash
Loader – Public Works	\$275,000	Capital Stabilization
Pick-up truck – Public Works	\$45,000	Capital Stabilization
Sander Dump Body – Public Works	\$60,000	Capital Stabilization
Upper Reservoir Dam – Public Works	\$80,000	Road Maintenance Stabilization
Water ERP Update-Water/Sewer Dept.	\$50,000	Water Enterprise Fund

(2/3 vote required) UNANIMOUS

ARTICLE 23. Voted to appropriate \$179,000, to be spent under the direction of the Police Chief for the following capital equipment, including related incidental costs:

ITEM/PROJECT	AMOUNT	FUNDING SOURCE
One Police vehicle and related equipment, including trade-ins	\$49,000	Raise and appropriate
Police / Fire Radio Building	\$75,000	Building Stabilization
Police – Mobile Radios	\$55,000	Capital Stabilization

(2/3 vote required) UNANIMOUS

ARTICLE 24. Voted to appropriate \$74,000 to be spent under the direction of the Town Administrator for the following capital equipment projects, including related incidental costs, as follows:

ITEM/PROJECT	AMOUNT	FUNDING SOURCE
Scheduled computer replacement, systems updates and technology-related items for	\$39,000	Raise and Appropriate
Replace virtualized server	\$35,000	Technology Stabilization

(2/3 vote required) UNANIMOUS

ARTICLE 25. Voted to transfer \$85,000 from the Building Maintenance & Repairs Stabilization Fund to be spent under the direction of the Library Director for the installation of a new exterior chiller for the Forbush Memorial Library.

(2/3 vote required) UNANIMOUS

ARTICLE 26. Voted to transfer \$35,000 from the Building Maintenance & Repairs Stabilization Fund to be spent under the direction of the Public Works Director in order to purchase and plant trees around the Town Common on Academy Hill. (2/3 vote required) 2/3 Vote Recognized

ARTICLE 27. Voted to transfer \$100,000 from the Capital Equipment Stabilization Fund to be spent under the direction of the Cemetery Commission to purchase a tractor-backhoe-mower-loader for the Cemetery Department. (2/3 vote required and recognized)

ARTICLE 28. Voted to transfer \$124,790 from the Building Maintenance & Repairs Stabilization Fund to be spent under the direction of the Ashburnham-Westminster Regional School District for the following capital projects, subject to the Town of Ashburnham also voting to fund its share of the cost of this article.

\$10,984	Exterior board replacement (Oakmont)
\$14,055	Floor replacement (Overlook)
\$27,510	Truck with plow (District)
\$32,952	Network cabling upgrade (District)
\$2,746	Exterior door thresholds (Oakmont)
\$33,732	Bleachers in gym (Overlook)
\$2,811	Exterior door thresholds (Overlook)

(2/3 vote required) UNANIMOUS

ARTICLE 29. Voted to transfer \$258,500 from the Building Maintenance & Repairs Stabilization Fund to be spent under the direction of the Ashburnham-Westminster Regional School District for the following capital projects:

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\$5,000	Exterior door thresholds (Westminster Elementary)
\$10,000	Building Management System (Westminster Elementary)
\$15,000	Sidewalk repair/replacement (Westminster Elementary)
\$215,000	New Playground (Westminster Elementary)
\$7,500	Exterior door thresholds (Meetinghouse)
\$6,000	Cafeteria tables (Meetinghouse)

(2/3 vote required) UNANIMOUS

MISCELLANEOUS AND ZONING ARTICLES

ARTICLE 30. Voted to accept the alteration and relocation of the layout of a portion of the public way Worcester Road (Route 140), as heretofore laid out by the Public Works Commission and shown on plan of land entitled: "Layout Plan of Land, Route 140 (Worcester Road), Westminster, Massachusetts, Prepared for the Town of Westminster, MA", dated January 27, 2020, prepared by Green International Affiliates, Inc., a copy of which has been placed on file with the Town Clerk, and further to authorize the Public Works Commission to acquire, on behalf of the Town, by purchase, gift, eminent domain or otherwise, rights sufficient to use said way for all purposes for which public ways are used in the Town of Westminster.

UNANIMOUS

ARTICLE 31. Voted to amend the Westminster General Bylaws by adding a new general bylaw Chapter 137 regulating Stormwater Management as follows:

Chapter 137 - Stormwater Management

137-1. Purpose and Objectives

A. The purpose of this Bylaw is to establish minimum stormwater management requirements and procedures in order to minimize damage to public and private property and infrastructure; safeguard the public health, safety, environment and general welfare; protect aquatic resources and wildlife habitat; protect the quality and health of water resources; conserve groundwater supplies; and, foster climate change resiliency. This Bylaw seeks to meet that purpose through the following objectives:

(1) Establish the Planning Board and/or Conservation Commission of the Town of Westminster, or its designated agent, as the legal authority to ensure compliance with the provisions of this Stormwater Management Bylaw and its accompanying Rules and Regulations through a review process, inspection, monitoring, and enforcement.

(2) Establish administrative procedures for: the submission, review, and approval or disapproval of Stormwater Management Permits; the inspection of approved active projects; and post construction follow up.

(3) Establish decision-making processes surrounding new development and re-development that protects watershed integrity and preserves and/or restores the health of local water resources such as lakes, ponds, streams, rivers, wetlands, and groundwater.

(4) Ensure compliance with requirements of the National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) and other applicable State and Federal mandates in order to minimize or eliminate erosion and maintain sediment onsite so that it is not transported to a water of the Commonwealth and to reduce the discharge of pollutants found in stormwater through the retention and treatment of stormwater during and after construction.

137-2. Authority

This Bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rule statutes, pursuant to the Regulations of the federal Clean Water Act found at 40 CFR 122.34, and as authorized by the residents of the Town of Westminster at the ----Town Meeting.

Nothing in this Bylaw or the regulations adopted hereunder is intended to replace or be in derogation of the requirements of the Town of Westminster Zoning Bylaw, the Westminster Wetlands Protection Bylaw, or the Westminster Subdivision Control Rules and Regulations.

137-3. Definitions

For the purposes of this Bylaw, the following shall mean:

AGRICULTURAL USE: The normal maintenance or improvement of land in agricultural or

aquacultural use, as defined by the Massachusetts Wetlands Protection Act, M.G.L. c. 131, § 40, and its implementing regulations.

APPLICANT: Any person, individual, partnership, association, firm, company, corporation, trust, authority, agency, department, or political subdivision, of the Commonwealth or the Federal government to the extent permitted by law requesting a soil erosion and sediment control permit for proposed land-disturbance activity.

BEST MANAGEMENT PRACTICE (BMP): An activity, procedure, restraint, or structural improvement that helps reduce the quantity or improve the quality of stormwater runoff. Some

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examples of BMPs are described in a stormwater design manual, Stormwater Management, Volume Two: Stormwater Technical Handbook (March, 1997, MA Department of Environmental Protection and MA Office of Coastal Zone Management, as updated or amended).

CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL (CPESC): A certified specialist in soil erosion and sediment control. This certification program, sponsored by the Soil and Water Conservation Society in cooperation with the American Society of Agronomy, provides the public with evidence of professional qualifications.

CONSERVATION COMMISSION: Town of Westminster Conservation Commission including its employees or authorized agents designated to enforce this Bylaw.

CONSTRUCTION ACTIVITY: The disturbance of the ground by removal of vegetative surface cover or topsoil, grading, excavation, clearing or filling.

DISCHARGE OF POLLUTANTS: The addition from any source of any pollutant or combination of pollutants into the municipal storm drain system or into waters of the United States of America or the Commonwealth of Massachusetts from any source.

DISTURBANCE: Any activity which changes the volume or peak flow discharge rate of rainfall runoff from the land surface. This may include the clearing, grading, digging, scraping, or excavating of soil, placement of fill materials, paving, construction, substantial removal of vegetation, or any activity which bares soil or rock or involves the diversion or piping of any natural man-made watercourse.

ENFORCEMENT ORDER: A written order issued by the Planning Board and/or Conservation Commission in order to enforce the provisions of this Bylaw as issued in accordance with Section 7.0 of this Bylaw.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN SYSTEM: The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Westminster, MA.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORMWATER DISCHARGE PERMIT: A permit issued by the United States Environmental Protection Agency (EPA) or jointly with the State that authorizes the discharge of pollutants to waters of the United States.

NEW DEVELOPMENT: Any modification of land that disturbs the ground surface or increases the impervious area on previously undeveloped sites. Any construction, land alteration, or addition of impervious surfaces resulting in total earth disturbances equal to or greater than 1 acre or activities that are part of a larger common plan of development disturbing greater than 1 acre that does not meet the definition of Redevelopment.

OWNER: A person with a legal or equitable interest in property.

PERSON: An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

PLANNING BOARD: Town of Westminster Planning Board including its employees or authorized agents designated to enforce this Bylaw.

PROFESSIONAL ENGINEER (P.E.): A registered Professional Engineer within the State of Massachusetts in good standing.

REDEVELOPMENT: Development, rehabilitation, expansion, demolition or phase projects that disturb the ground surface or increase the impervious area on previously developed sites. Any construction, land alteration, or improvement of impervious surfaces resulting in total earth disturbances equal to or greater than 1 acre (or activities that are part of a larger common plan of redevelopment disturbing greater than 1 acre) that does not meet the definition of New Development.

STORMWATER: Stormwater runoff, snow melt runoff, and surface water runoff and drainage.

STORMWATER MANAGEMENT PERMIT: The written approval granted by the Planning Board to undertake a construction activity pursuant to a Stormwater Management Permit Application. A valid Stormwater Management Permit must be signed by a majority of the Planning Board participating at a duly noted public hearing, and such permit must be recorded at the Worcester Registry of Deeds, prior to the start of any work.

WATERS OF THE COMMONWEALTH: All waters within the jurisdiction of the Commonwealth of Massachusetts, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, coastal waters, groundwaters, and vernal pools.

WETLAND RESOURCE AREAS: Areas specified in the Massachusetts Wetlands Protection Regulations, 310 CMR 10.00, et seq., as amended, and in the Town of Westminster Chapter 202 Wetlands Bylaw, as amended.

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137-4. Administration

A. The Planning Board shall be the permit granting authority for this Bylaw except when a project subject to review under this Bylaw falls under the jurisdiction of the Conservation Commission in which case the Conservation Commission shall be the permit granting authority hereunder. Any powers granted to or duties imposed upon the Planning Board may be delegated in writing by the Planning Board to any Town employee, board, commission, committee or agent, hereby known as the "Reviewing Agent."

B. The Planning Board shall not have jurisdiction over stormwater issues within areas where the Conservation Commission has jurisdiction under the Wetlands Protection Act and/or any local regulations.

C. The Planning Board or its Reviewing Agent shall take any of the following actions as a result of an application for a Stormwater Management Permit as specifically defined within the Stormwater Management Rules and Regulations promulgated as a result of this Bylaw: Approval, Approval with Conditions, or Disapproval.

D. A decision of the Planning Board or its Reviewing Agent shall be final. Further relief from a decision by the Planning Board or its Reviewing Agent made under this Bylaw shall be appealable to the Superior Court, in accordance with M.G.L. c. 249, §4.

137-5. Amendments and Regulations

The Planning Board may adopt, and periodically amend, the Stormwater Management Rules and Regulations relating to the terms, conditions, definitions, enforcement, fees (including application, inspection, and/or consultant fees), procedures and administration of this Stormwater Management Bylaw by majority vote of the Planning Board, after conducting an advertised public hearing to receive comments on any proposed revisions. The hearings shall be duly advertised in a paper of general circulation in the Town of Westminster no less than fourteen (14) days prior to the date of the public hearing.

137-6. Applicability and Exemptions

A. No person may undertake a construction activity, including clearing, grading, and excavation that results in a land disturbance to an area equal to or greater than one (1) acre of land or will disturb less than one acres of land but is part of a larger common plan of development or sale that will ultimately disturb an area equal to or greater than one (1) acre of land within the Town of Westminster without first obtaining a Stormwater Management Permit issued by the Planning Board.

B. Exemptions:

(1) Normal maintenance and improvement of land in agricultural use as defined by the Wetlands Protection act regulation 310 CMR 10.04, as amended;

(2) Maintenance of existing landscaping, gardens, or lawn areas associated with a single-family dwelling;

(3) The construction of fencing that will not substantially alter existing terrain or drainage patterns;

(4) Normal maintenance and improvements of the Town of Westminster's publicly owned roadways and associated drainage infrastructure; and

(5) Emergency repairs to any stormwater management system or feature that poses a threat to public health or safety, or other action as deemed necessary by a Town department or board to abate such a threat to public health or safety.

137-7. Enforcement

A. The Planning Board and/or the Conservation Commission, or an authorized agent of the Planning Board and/or Conservation Commission, shall enforce this Bylaw, and any associated regulations, orders, violations notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations.

B. The Planning Board and/or Conservation Commission may issue a written order to enforce the provisions of this Bylaw, which may include requirements to:

Cease and desist from construction or land disturbing activity until there is compliance with this Bylaw and the stormwater management permit;

Repair, maintain, or replace the stormwater management system or portions thereof in accordance with the operation and maintenance plan;

Maintain, install, or perform additional erosion and sediment control measures;

Perform monitoring, analyses, and reporting;

Remediate adverse impact resulting directly or indirectly from malfunction of the stormwater management system or erosion and sediment control system;

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Cease and desist from unlawful discharges, practices, or operations; and/or,

Remediate contamination in connection therewith.

C. If the Planning Board and/or Conservation Commission determines that abatement or remediation of adverse impacts is required, the Enforcement Order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, the Town of Westminster may, at its option, undertake such work, and the property owner shall reimburse the Town's expense.

D. Within thirty (30) days after completing all measures necessary to abate the violation, the violator and the property owner shall be notified of the costs incurred by the Town of Westminster, including administrative costs. The violator or property owner may file a written protest objecting to the amount or basis of costs with the Planning Board within thirty (30) days of receipt of the notification of the costs incurred. If the amount due is not received by the expiration of the time in which to file a protest or within thirty (30) days following a decision of the Planning Board affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall become a special assessment against the property owner and shall constitute a lien on the owner's property for the amount of said costs. Interest shall begin to accrue on any unpaid costs at the statutory rate provided in G.L. Ch. 59, § 57, after the thirty-first day at which the costs first become due.

137-8. Entry to perform duties under this Bylaw

To the extent permitted by state law, or if authorized by the owner or other party in control of the property, the Planning Board and/or Conservation Commission or its Reviewing Agent, may enter upon privately owned property for the purpose of performing their duties under this Bylaw and Regulations and may make or cause to be made such examinations, surveys or sampling as the Planning Board and/or Conservation Commission or Reviewing Agent deems reasonably necessary.

137-9. Waivers and Provisions for Relief

A. Planning Board may waive strict compliance with any requirement of this Bylaw promulgated hereunder, where:

- (1) Such action is allowed by federal, state & local statutes and/or regulations,
- (2) Is in the public interest,
- (3) A public safety issue exists, or

(4) Is not inconsistent with the purpose and intent of this Bylaw.

B. Any applicant may submit a written request to be granted such a waiver. Such a request shall be accompanied by an explanation or documentation supporting the waiver request and demonstrating that strict application of this Bylaw does not further the purposes or objectives of this Bylaw. The Planning Board may require documentation to be submitted and stamped by a qualified P.E. registered in Massachusetts or a Certified Professional in Erosion and Sediment Control (CPESC).

137-10. Civil Relief

If a person violates the provisions of this Bylaw, permit, notices, or order issued thereunder, the Planning Board and/or Conservation Commission may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

137-11. Criminal Penalty

Any person who violates any provision of this Bylaw, order or permit issued thereunder, shall be punished by a fine of not more than \$300. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

137-12. Remedies Not Exclusive

The remedies listed in this bylaw are not exclusive of any other remedies available under any applicable federal, state or local law. In addition to the provisions of enforcement listed above, the Building Commissioner may, in his discretion, enforce the provisions of the Zoning Bylaw by noncriminal disposition pursuant to MGL c. 40, § 21D. Each day on which a violation exists shall be deemed to be a separate offense. Noncriminal citations may be appealed to Gardner District Court or Worcester County Housing Court in accordance with MGL c. 40, § 21D. The penalty for violation of any provision of the Zoning Bylaw pursuant to this section shall be \$50 for the first offense; \$75 for the second offense; \$100 for the third offense; and \$125 for the fourth and each subsequent offense.

137-13. Surety

The Planning Board and/or Conservation Commission may require the permittee to post before the start of land disturbance or construction activity, a surety bond, irrevocable letter of credit, cash, or other acceptable security. The form of the bond shall be approved by Town counsel, and be in an amount deemed sufficient by the Planning Board and/or

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Conservation Commission to ensure that the work will be completed in accordance with the permit. If the project is phased, the Planning Board and/or Conservation Commission may release part of the bond as each phase is completed in compliance with the Stormwater Management Permit but the bond may not be fully released until the Planning Board and/or Conservation Commission has received the final inspection report as required by the Stormwater Management Rules and Regulations and issued a Certificate of Completion.

137-14. Severability

If any provision, paragraph, sentence, or clause of this Bylaw shall be held invalid for any reason, all other provisions shall continue in full force and effect.

UNANIMOUS

ARTICLE 33. Voted to amend the Westminster General Bylaws at Chapter 136, "Low Impact Development," (new language appears in *italics*) as follows:

LOW IMPACT DEVELOPMENT (LID) BYLAW FOR THE TOWN OF WESTMINSTER

136-4. SCOPE AND APPLICABILITY

A.) This Bylaw shall be applicable to all new development and redevelopment, *including but not limited to approval-not-required (ANR) plans, site plans, definitive subdivision, reduced road subdivision, earth removal/placement of fill permit, special permit applications and any project within jurisdiction of the Westminster Conservation Commission. Any project with land disturbance equal to or greater than ten-thousand (10,000) square feet shall meet the provisions of this bylaw.* The bylaw shall apply to any activities that will result in an increased amount of stormwater runoff or pollutants from a parcel of land, or that will alter the drainage characteristics of a parcel of land, unless exempt under Section 3B of this Bylaw. All new development and redevelopment, under the jurisdiction of this Bylaw, shall be required to obtain a LID Permit. The LID permit process shall be coordinated with existing permitting, where applicable.

UNANIMOUS

MOTION TO TABLE ARTICLE 33: Motion was made to Table Article 33. **Motion did not pass.**

(2/3 Vote Required) 18 Yes Votes/ 13 No Votes

MOTION TO AMEND ARTICLE 33: Voted to amend Section 97-8 Exemptions from Permit Requirements, to delete: (i) the earth removal and/or fill operation is limited to no more than three contiguous lots and does not exceed a total area of ~~six~~ *five* acres. **Motion did not pass.**

ARTICLE 34. Voted to amend the Westminster General Bylaws at Chapter 97, "Earth Removal," of the Westminster General Bylaws (Earth Removal & Placement of Fill) by amending Items B and C under Section 97.7 (Applicability) and Section 97.8 (Exemptions From Permitting Requirements) (deleted text appears as strikethrough and new language appears in *italics*), as follows:

Chapter 97, Article III: EARTH REMOVAL AND PLACEMENT OF FILL

§ 97-7. Applicability

All earth removal and earth filling operations in the Town shall provide the following information, in writing, to the Building Inspector within six months of the effective date of this Bylaw:

The map and parcel number of the subject property;

An estimate of the amount of material left to be removed (if earth removal);

An estimate of the amount of fill material remaining to be placed (if fill);

An estimate of the anticipated annual volume of activity;

A description of completed and planned reclamation of the property;

The date the operation began; and

The anticipated date of completion or cessation of the operations.

B. Except as provided in Sections 97-8 or 97-14, a Permit shall be required for any of the following activities:

Earth removal that involves ~~2,000~~ *1,000* cubic yards or more of material per calendar year (January through December).

The filling of land that involves ~~2,000~~ *1,000* cubic yards or more of material per calendar year (January through December), provided that it involves either:

The disturbance of ~~two~~ *one* or more acres of land, or

The filling of land in excess of eighteen inches in depth above the existing grade.

C. An earth removal or filling operation that does not exceed any of the above thresholds shall not require a Permit, but is subject to the following requirements (unless otherwise agreed to, in writing, by the abutting property owner):

The operation shall not encroach closer than ~~ten~~ *fifty (50)* feet to a property line,

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An undisturbed fifty (50) foot buffer strip shall be maintained along all property boundaries.

No greater than a 1:1 slope shall exist between the operation and the ten-foot buffer.

§ 97-8. Exemptions from Permit Requirements

The following earth removal or fill operations are exempted from the requirement to obtain a Permit under this Bylaw, provided that (i) the earth removal and/or fill operation is ~~limited to no more than three contiguous lots and does not exceed a total area of six five acres, and (ii) the operation is not conducted, maintained, and/or left in a condition so as to alter the natural drainage flow beyond the property; or to cause dust, silt, soil, or other materials to be deposited on adjacent properties; or to otherwise cause nuisances, hazards, or other objectionable conditions detrimental to health, safety, or property values in adjacent areas. The PGA shall, upon petition by an abutter or by any Town Official or Town Board, review an operation that would be exempt from the Permit requirement pursuant to this Section 97-8, and may determine that, because of the nature and scope of the earth removal or fill operation, a Permit is nonetheless required.~~ (Deleted text moved to the end of this section)

A: Earth removal or the placement of fill associated with the installation of septic systems, which shall be governed by the Commonwealth of Massachusetts Environmental Code (Title 5, 310 CMR 15.00).

B Earth removal or the placement of fill associated with the installation of foundations for new buildings and/or building additions, which shall be governed by MGL Chapter 143 and the Commonwealth of Massachusetts Building Code (780 CMR).

C: Earth removal or the placement of fill proposed for land falling within the Town's Floodplain Protection District, which shall be governed by Sections 205-9 and 205-46 of the Westminster Zoning Bylaw and require a Special Permit from the Zoning Board of Appeals

D: Earth removal or the placement of fill proposed for land falling within the Town's Wetland Protection District and associated buffer zones, which shall be governed by the Wetland chapter within the Town's General Bylaws (Chapter 202) which is administered by the Conservation Commission, and the Massachusetts Wetlands Protection Act.

E: Earth removal or the placement of fill that involves less than ~~2,000~~ 1,000 cubic yards on a single lot.

F: Earth removal or the placement of fill, where the operation occurs entirely within an individual parcel and where a town-accepted public way is not used for the transportation of the material.

G: Earth removal or the placement of fill within the right-of-way for a new subdivision road that has been approved by the Planning Board or Zoning Board where there is already a bond in place with the Town to ensure performance. *For earth removal outside of a new subdivision road right-of-way, a permit will be required if the amount of earth removed exceeds the thresholds specified in Section 97.7.*

H. The PGA shall, upon petition by an abutter or by any Town Official or Town Board, review an operation that would be exempt from the Permit requirement pursuant to this Section 97-8, and may determine that, because of the nature and scope of the earth removal or fill operation, a Permit is nonetheless required.

PASSED – NOT UNANIMOUS

ARTICLE 35. Voted to amend the Westminster Zoning Bylaw (Chapter 205 of the Code of the Town of Westminster, Massachusetts) by amending Article II (Definitions) Section 205.13 (Minimum Building Requirements) to prohibit flag lots from using cul-de-sacs for their required frontage (new language appears in italics), as follows:

§ 205-13 Minimum building requirements.

A. No building shall be erected, except on a lot fronting on a street, and there shall be not more than one principal building on any lot, except as allowed under this chapter, or act in relation thereto.

B. Flag lots. In addition, any parcel larger than five acres may be further divided without process through the Subdivision Control Law, ^[1] provided that each created lot either conforms with the appropriate land space requirements for that zoning district or the following:

(1) Each parcel shall have a minimum of 54 feet of frontage for an access to a Town road, this width to be maintained to the circumference of the radius described in Subsection C(1) below;

(2) Each parcel shall contain a minimum of two and one-half (2 1/2) times the land area it would normally require in each zoning district; and

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(3) There shall be no more than two such accesses adjacent to each other.

(4) *Flag lots cannot use cul-de-sac turnarounds for their required road frontage.*

(2/3 vote required) UNANIMOUS

ARTICLE 36. Voted to amend the Westminster General Bylaws at Chapter 141, "Peddling and Soliciting," as follows:

CIVIL FINGERPRINTING BYLAW

SECTION ONE: Purpose and Scope

This Bylaw authorizes the Police Department to conduct state and national fingerprint based criminal history checks for individuals applying for specific licenses in Town to enhance public safety, as authorized by Massachusetts General Laws Chapter 6, Section 172B½. To carry out the criminal history checks authorized by this bylaw, the Police Department shall be authorized to use state and Federal Bureau of Investigation ("FBI") records, provided, however, that such records shall not be disseminated to unauthorized entities and shall be maintained and disclosed in accordance with all applicable law.

The Bylaw further authorizes the Board of Selectmen, in consultation with the Chief of Police, to promulgate regulations to implement this bylaw, which may include, but shall not be limited to, establishment of submission deadlines, procedures for making recommendations to the licensing authority or making a licensing as a result of the criminal history check, procedures for assessing, correcting or amending any such record, criteria for fitness determinations, security of information obtained and penalties for failure to comply with this bylaw.

SECTION TWO: Criminal History Check Authorization

The Police Department shall, as authorized by Massachusetts General Laws Chapter 6, Section 172B½, conduct State and Federal Fingerprint Based Criminal History checks for individuals and entities for the following licenses:

Hawking and Peddling or other Door-to-Door Salespeople

At the time of fingerprinting, the Police Department shall notify the individual being fingerprinted that the fingerprints will be used to check the individual's

criminal history records and obtain the individual's consent. After the applicant completes a consent form, provides his/her fingerprints and the appropriate fee, the Police Department shall transmit the fingerprints it has obtained pursuant to this bylaw to the Identification Section of the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Services ("DCJIS"), and/or the FBI or the successors of such agencies as may be necessary for the purpose of conducting fingerprint-based state and national criminal records background checks for the license applicants specified in this bylaw.

The Town authorizes the Massachusetts State Police, the DCIS and the FBI and their successors, as may be applicable, to conduct fingerprint-based state and national criminal record background checks, including of FBI records, consistent with this bylaw. The Town authorizes the Police Department to receive and utilize State and FBI records in connection with such background checks, consistent with this bylaw and its implementing regulations. In accordance with its implementing regulations, the Police Department shall communicate the results of fingerprint-based criminal record background checks to the appropriate governmental licensing authority within the Town.

SECTION THREE: Use of Criminal Record by Licensing Authorities

Licensing authorities of the Town shall utilize the results of fingerprint-based criminal record background checks for the sole purpose of determining the suitability of the subjects of the checks in connection with the license applications specified in this bylaw. A Town licensing authority may deny an application for a license on the basis of the results of a fingerprint-based criminal record background check if it determines that the results of the check render the subject unsuitable for the proposed licensed activity. The licensing authority shall consider all applicable laws, regulations and Town policies bearing on an applicant's suitability in making this determination.

Licensing authorities of the Town are hereby authorized to deny an application for any license

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specified herein and in the implementing regulations, including renewals and transfers of said licenses, from any person who is determined unfit for the license due to information obtained pursuant to this bylaw. Factors that shall be considered in making a determination of fitness shall include, but not be limited to, whether the record subject has been convicted of, or is under pending indictment for a crime, that bears upon the subject's ability or fitness to serve in that capacity, including any felony or a misdemeanor that involved force or threat of force, possession of a controlled substance, or sex-related offense.

SECTION FOUR: Fees

The fee charged by the Police Department for the purpose of conducting fingerprint-based criminal record background checks shall be one hundred dollars (\$100) for each fingerprinting and criminal history check. A portion of the fee, as specified in Massachusetts General Laws Chapter 6, Section 172B½, shall be deposited into the Firearms Fingerprint Identity Verification Trust Fund, and the remainder of the fee may be retained by the Town for costs associated with the administration of the fingerprinting system.

SECTION FIVE: Effective Date

This bylaw shall take effect after compliance with Massachusetts General Laws Chapter 40, Section 32 have been met. **Yes – 18/No – 13**

MOTION TO PASSEVER ARTICLE 36: Voted on a motion to passover Article 36. **Motion did not pass.**

14 Yes Votes/20 No Votes

MOTION TO AMEND ARTICLE 36: Voted on a motion to amend Article 36 by removing "of demolishing the building thereon, and/or for the purpose". **Amendment did not pass.**

16 Yes Votes/18 No Votes

ARTICLE 37. Voted to amend the vote taken under Article 4 of the November 29, 2016 Town Meeting, which transferred the custody of the property located at 3 Bacon Street (former Town Hall) to the Board of Selectmen for the purpose of conveyance subject to a historic preservation restriction, to transfer the custody of said property to the Selectmen for general municipal purposes, including, without limitation, for the purpose of demolishing the building thereon, and/or for the purpose of conveyance, and to authorize the Board of

Selectmen to convey said property upon such terms and conditions as the Selectmen may determine, and further to authorize the Board of Selectmen to execute any and all documents and take any and all action as may be necessary or convenient to effectuate the foregoing purposes.

18 Yes Votes/15 No Votes

ARTICLE 38. Voted to authorize the Board of Selectmen to enter into a Tax Agreement pursuant to M.G.L. Chapter 59, Section 38H(b), and Chapter 164, Section 1, and/or any other enabling authority and related regulations, for personal property taxes associated with the following proposed solar facility project, to be located on privately owned land, upon such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town, and to take all actions necessary to implement and administer such agreement.

Entity	Location	Size	Term	Rate
TES Rowtier Solar 23, LLC	Fitchburg Road	4.00 MW	20 yrs.	\$7,000/MW with 2% escalator
TES Overlook Road LLC	Overlook Road	5.9 MW	20 yrs.	\$7,000/MW with 2% escalator

Town meeting adjourned at 5:06 p.m.

Respectfully submitted,

Ellen M. Sheehan, CMMC
Westminster Town Clerk

September 1, 2020 State Primary

A total of 1,980 voters cast their ballots at this election. This represents 0.32 percent of the total number of voters (6,165).

	Precinct 1	Precinct 2	TOTAL
Democrat	726	663	1389
Republican	270	310	580
Green Rainbow	4	1	5
Libertarian	4	2	6
TOTAL	1004	976	1980

The votes are as follows:

DEMOCRAT

Senator in Congress

	Precinct 1	Precinct 2	TOTAL
Edward J. Markey	374	329	703
Joseph P. Kennedy III	348	331	679
Write-In	0	0	0
Blanks	4	3	7
TOTAL	726	663	1389

Representative in Congress

	Precinct 1	Precinct 2	TOTAL
Lori L. Trahan	644	549	1193
Write-In	0	0	0
Blanks	82	114	196
TOTAL	726	663	1389

Councilor

	Precinct 1	Precinct 2	TOTAL
Paul M. De-Palo	355	280	635
Padraic Rafferty	282	272	554
Write-In	0	0	0
Blanks	89	111	200
TOTAL	726	663	1389

Senator in General Court

	Precinct 1	Precinct 2	TOTAL
John J. Cronin	611	527	1138
Write-In	0	0	0
Blanks	115	136	251
TOTAL	726	663	1389

Representative in General Court (2nd Worcester District-Precinct 1 only)

	Precinct 1	Precinct 2	TOTAL
Jonathan D. Zlotnik	618	0	618
Write-In	0	0	0
Blanks	108	0	108
TOTAL	726	0	726

Representative in General Court (1st Worcester District-Precinct 2 only)

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	0	663	663
TOTAL	0	663	663

Register of Probate

	Precinct 1	Precinct 2	TOTAL
John B. Dolan III	314	285	599
Kasia Wennerberg	297	256	553
Write-In	0	0	0
Blanks	115	122	237
TOTAL	726	663	1389

REPUBLICAN

Senator in Congress

	Precinct 1	Precinct 2	TOTAL
Shiva Ayyadurai	141	179	320
Kevin J. O'Connor	123	124	247
Write-In	0	0	0
Blanks	6	7	13
TOTAL	270	310	580

September 1, 2020 State Primary

Representative in Congress

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	270	310	580
TOTAL	270	310	580

Councillor

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	270	310	580
TOTAL	270	310	580

Senator in General Court

	Precinct 1	Precinct 2	TOTAL
Dean A. Tran	244	283	527
Write-In	0	0	0
Blanks	26	27	53
TOTAL	270	310	580

Representative in General Court (2nd Worcester District-Precinct 1 only)

	Precinct 1	Precinct 2	TOTAL
Bruce K. Chester	224	0	224
Write-In	0	0	0
Blanks	46	0	46
TOTAL	270	0	270

Representative in General Court (1st Worcester District-Precinct 2 only)

	Precinct 1	Precinct 2	TOTAL
Kimberly N. Ferguson	0	272	272
Write-In	0	0	0
Blanks	0	38	38
TOTAL	0	310	310

Register of Probate

	Precinct 1	Precinct 2	TOTAL
Stephanie K. Fattman	219	269	488
Write-In	0	0	0
Blanks	51	41	92
TOTAL	270	310	580

GREEN RAINBOW

Senator in Congress

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	1	5
TOTAL	4	1	5

Representative in Congress

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	1	5
TOTAL	4	1	5

Councillor

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	1	5
TOTAL	4	1	5

Senator in General Court

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	1	5
TOTAL	4	1	5

Representative in General Court (2nd Worcester District-Precinct 1 only)

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	0	4
TOTAL	4	0	4

September 1, 2020 State Primary

Representative in General Court (1st Worcester District-Precinct 2 only)

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

Register of Probate

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	1	5
TOTAL	4	1	5

LIBERTARIAN

Senator in Congress

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	2	6
TOTAL	4	2	6

Representative in Congress

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	2	6
TOTAL	4	2	6

Councillor

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	2	6
TOTAL	4	2	6

Senator in General Court

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	2	6
TOTAL	4	2	6

Representative in General Court (2nd Worcester District-Precinct 1 only)

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	0	4
TOTAL	4	0	4

Representative in General Court (1st Worcester District-Precinct 2 only)

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

Register of Probate

	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blanks	4	2	6
TOTAL	4	2	6

Respectfully submitted,

Ellen M. Sheehan, CMMC

Town Clerk

November 3, 2020 State Election

A total of **5,333** out of a possible **6,374** voters cast their ballots. This represents an **84 percent voter turnout**. The results are as follows:

PRESIDENT/VICE PRES.

	PRECINCT 1	PRECINCT 2	TOTAL
BIDEN AND HARRIS	1363	1302	2665
HAWKINS AND WALKER	18	10	28
JORGENSEN AND COHEN	51	57	108
TRUMP AND PENCE	1248	1229	2477
Write-in	0	0	0
Blanks	21	34	55
TOTAL	2701	2632	5333

SENATOR IN CONGRESS

	PRECINCT 1	PRECINCT 2	TOTAL
Edward J. Markey	1368	1276	2644
Kevin J. O'Connor	1212	1217	2429
Shiva Ayyadurai (Write-in)	79	84	163
Write-in	0	4	4
Blanks	42	51	93
TOTAL	2701	2632	5333

REP. IN CONGRESS

	PRECINCT 1	PRECINCT 2	TOTAL
Lori L. Trahan	1910	1793	3703
Shiva Ayyadurai (Write-in)	22	20	42
Write-in	53	79	132
Blanks	716	740	1456
TOTAL	2701	2632	5333

COUNCILLOR

	PRECINCT 1	PRECINCT 2	TOTAL
Paul M. DePalo	1821	1696	5213
Peter A. Stefan (Write-in)	1	0	1
Shiva Ayyadurai (Write-in)	5	0	5
Write-in	37	0	37
Blanks	837	936	1773
TOTAL	2701	2632	5333

SENATOR IN GEN. COURT

	PRECINCT 1	PRECINCT 2	TOTAL
Dean A. Tran	1414	1427	2841
John J. Cronin	1190	1082	2272
Write-in	0	0	0
Blanks	97	123	220
TOTAL	2701	2632	5333

REP. IN GEN. COURT (PRECINCT 1 ONLY)

	PRECINCT 1	PRECINCT 2	TOTAL
Jonathan D. Zlotnik	1381	0	1381
Bruce K. Chester	1195	0	1195
Write-in	0	0	0
Blanks	125	0	125
TOTAL	2701	0	2701

November 3, 2020 State Election

REP. IN GEN. COURT (PRECINCT 2 ONLY)

Respectfully submitted,
Ellen M. Sheehan, CMMC
Westminster Town Clerk

	PRECINCT 1	PRECINCT 2	TOTAL
Kimberly N. Ferguson	0	2015	2015
Write-in	0	0	0
Blanks	0	617	617
TOTAL	0	2632	2632

REGISTER OF PROBATE

	PRECINCT 1	PRECINCT 2	TOTAL
Stephanie K. Fattman	1523	1502	3025
John B. Dolan, III	881	871	1752
Write-in	0	0	0
Blanks	297	259	556
TOTAL	2701	2632	5333

QUESTION 1 (MOTOR VEHICLE)

	PRECINCT 1	PRECINCT 2	TOTAL
Yes	1980	1955	3935
No	670	622	1292
Blanks	51	55	106
TOTAL	2701	2632	5333

QUESTION 2 (RANKED CHOICE)

	PRECINCT 1	PRECINCT 2	TOTAL
Yes	906	907	1813
No	1707	1635	3342
Blanks	88	90	178
TOTAL	2701	2632	5333

Appendix



Aggregate Employee Remuneration

LAST NAME	FIRST NAME	Middle Name	POSITIONCODE	Gross Earnings	OT Earnings	DT Earnings
ALBERT	DAVID	J	MASTER MECHANIC	\$ 76,045.10	\$ 10,939.71	\$ 509.36
ALDEN JR	TODD	W	FIREFIGHTER	\$ 73,711.84	\$ 11,992.22	
ALGARIN	ZACHARY	J	LIEUTENANT	\$ 78,991.79	\$ 15,668.46	
AMENDOLA	DANA	P	CALL FIREFIGHTER	\$ 2,397.96		
ANDERSON	SUSAN	M	POLL WORKER	\$ 191.25		
ARSENAULT	STEVEN	O	SP MV OPERATOR/LABOR	\$ 70,554.41	\$ 10,403.75	\$ 457.60
AUFFREY	NICHOLAS	R	DETECTIVE	\$ 114,635.97	\$ 15,812.09	
AVENI	NICHOLAS	J	DISPATCHER	\$ 74,279.78	\$ 9,397.52	
BACZEWSKI	JANET	E	ASST TREASURER	\$ 38,949.20		
BANAHAN	COLIN	T	DISPATCHER	\$ 9,473.98	\$ 642.30	
BARRETT	JAMES	A	TRUCK DRIVER/LABORER	\$ 45,652.24	\$ 5,406.62	\$ 232.29
BARRETT	ALAN	R	TRUCK DRIVER/LABORER	\$ 73,357.42	\$ 12,751.23	
BAUM	JENNIFER	J	FARMERS MARKET MGR	\$ 1,281.38		
BEAN	ADAM	J	FIRE CAPTAIN	\$ 98,662.92		
BENSON	KENT	M	POLICE OFFICER	\$ 101,800.26	\$ 2,882.79	
BLANCHARD	PAUL	R	BUILDING COMM	\$ 82,515.58		
BLANCHETTE	CHRISTOPHER	R	CALL FIREFIGHTER	\$ 298.06		
BLAUSER JR	THERYN	Jay	SUPPORT SPECIALIST	\$ 6,240.23		
BOIVIN	MATTHEW	J	RESERVE POLICE OFFIC	\$ 1,138.86		
BOIVIN JR.	FRANCIS	W	CALL FIREFIGHTER	\$ 2,962.64		
BONK	KIMBERLY	L	DISPATCH SUPERVISOR	\$ 58,227.34	\$ 6,093.82	
BRIGHENTI	KAREN	A	POLL WORKER	\$ 1,005.94		
BUCKINGHAM-STONE	BONNIE	C	LIBRARY ASSISTANT I	\$ 15,298.17		
BUTTERFIELD	KYLE	S	FIRE CHIEF	\$ 119,670.92		
CANNAVINO	RICHARD	T	ALT WIRING INSP	\$ 12,789.93		
CARUSO	ALEX	C	CROCKER POND ATTEND	\$ 7,246.96		
CASPER	RYAN	K	CALL FIREFIGHTER	\$ 13,908.62		
CAVANAUGH	JASON	P	ADULT SVC LIBRARIAN	\$ 43,271.20		
CHADBOURNE	BENNETT	R	FIREFIGHTER	\$ 68,594.66	\$ 12,152.58	
CHAPMAN	SUSAN	M	MAINTENANCE SUPER	\$ 50,290.59	\$ 605.39	
CHEVARIE	MADISON	M	DISPATCHER	\$ 2,077.20		
CHIARELLI	TAMIE	M	ADMIN ASST	\$ 37,577.40		
COSTELLO	JULIE	M	TOWN ACCOUNTANT	\$ 55,726.06		
COX	JASON	E	FIREFIGHTER	\$ 81,392.02	\$ 22,831.32	
CRAMM	ROBERT	J	MAINTENANCE WORKER	\$ 44,926.93	\$ 286.60	
DESCARREAU	KEVIN	N	SYSTEM OPERATOR	\$ 73,188.37	\$ 20,496.48	
DIPERRIO	JOHN	A	TRUCK DRIVER/LABORER	\$ 4,094.68	\$ 1,769.24	
DOUGHTY	ANDREW	R	FIREFIGHTER	\$ 1,377.60		
DOYLE	HOLLY	A	POLICE OFFICER	\$ 4,824.50		
DUNCAN	BRETT	M	CALL FIREFIGHTER	\$ 1,759.03		
DUQUETTE	JENNIFER	M	DEPT ASST I	\$ 3,005.02		
DWELLY	TAMMY	C	POLL WORKER	\$ 191.25		
ELLIOTT	STEPHEN	W	SUPPORT SPECIALIST	\$ 2,769.37		
EMERSON	JOSHUA	M	FIREFIGHTER	\$ 78,160.45	\$ 17,946.66	
ERICKSON	LISA	A	LIBRARY ASST CHILD	\$ 11,238.57		
FAY	STEPHANIE	J	EXECUTIVE ASST POLIC	\$ 48,135.36		
FICHTEL	SONJIA	J	PERSONNEL ADMIN	\$ 45,672.27		
FISHER	SUSAN		COA DIRECTOR	\$ 50,101.01		
FORREST	KYLE	A	CALL FIREFIGHTER	\$ 15,218.44		
FUREY	CONNOR	S	DISPATCHER	\$ 72,984.86	\$ 15,646.62	
GERDE	ANNE	C	LIBRARY ASST CHILD	\$ 2,478.25		
GILBREATH	ELISE	P	LIBRARY ASST CHILD	\$ 9,672.96		
GLASSON	TIMOTHY	R	TRUCK DRIVER/LABORER	\$ 64,878.16	\$ 17,241.88	
GOLDSMITH	ELIZABETH	C	DISPATCHER	\$ 84.36		
GRENIER	JAMES	M	MAINTENANCE MECHANIC	\$ 70,386.03	\$ 10,577.07	
GRENIER	THERESA	C	POLL WORKER	\$ 573.75		

Aggregate Employee Remuneration

GRIFFIN	ALEXANDER	J	PT OFFICER	\$	403.60	
HAGERTY	MARIA	A	ASST TOWN ACCOUNTANT	\$	37,328.30	
HALEY	PATRICK	J	ASST DPW DIRECTOR	\$	96,956.05	
HALEY-CORMIER	MARYBETH		ASST TOWN CLERK	\$	20,072.08	
HALL	JOSHUA	W	DPW DIRECTOR	\$	121,567.50	
HALLIDAY	KYLE	E	FIREFIGHTER	\$	22,334.25	\$ 1,595.97
HASTINGS-BRUTVAN	CYNTHIA	L	DEPT ASST I	\$	8,001.60	
HAWKE	MARK	P	TOWN ADMINISTRATOR	\$	112,930.14	
HAWKINS	NATHAN	D	POLICE OFFICER	\$	130,953.11	\$ 33,768.23
HAWKINS JR	LEROY	A	RESERVE POLICE OFFIC	\$	28,401.87	
HENRY	DAVID	J	CALL FIREFIGHTER	\$	3,047.45	
HILDRETH	CHARLES	H	CEMETERY LABORER	\$	10,118.82	
HILL	BRUCE	R	SUB VAN DRIVER	\$	2,065.20	
HOLM	ROBIN	L	ADMIN ASSESOR	\$	48,787.60	
HUGHES	GLORIA	J	POLL WORKER	\$	191.25	
HUGHES	ALBERT	L	POLL WORKER	\$	191.25	
HURD	TIMOTHY	E	HWY WORKING FOREMAN	\$	83,971.08	\$ 17,173.23
IRVINE	ELIZABETH	A	ZBA CLERK	\$	382.50	
JOHNSON	MICHELLE	M	ADMIN ASST	\$	7,221.76	
KALAGHER	SUSAN	H	CONSERVATION CLERK	\$	5,649.25	
KEARNS	PHILIP	J	RESERVE POLICE OFFIC	\$	13,227.68	
KEENA	JEANNE	A	ASST COLLECTOR	\$	12,232.01	
KOTOSKI	CONSTANCE	F	POLL WORKER	\$	312.38	
KUGEL	JENNIFER	M	CALL EMT	\$	26,539.77	
KUILEMA	AMY	D	HEAD OF CHILDRENS SV	\$	51,988.28	
LAHTINEN	STEPHANIE	N	EXECUTIVE ASSISTANT	\$	48,418.53	
LAMSA	LEEANN	L	POLL WORKER	\$	427.13	
LANDRY	DANIEL	D	CIS SPECIALIST	\$	1,724.10	
LANGHART	NICHOLAS	M	LIBRARY DIRECTOR	\$	78,251.37	
LAWRENCE	KATHY	A.	ADMIN ASST	\$	18,267.51	
LEBLANC	RALPH	W	POLICE LIEUTENANT	\$	133,994.28	\$ 4,381.20
LEBLANC	DAVID	J	POLICE OFFICER	\$	94,102.61	\$ 18,001.09
LEBLANC	MAURA	K	POLL WORKER	\$	178.50	
LEBLANC	TANYA	R	POLL WORKER	\$	178.50	
LECLAIR	JANICE	M	LIBRARY AIDE	\$	3,612.08	
LEGER	RYAN	V	TRUCK DRIVER/LABORER	\$	51,301.55	\$ 7,497.03
LEMIRE	VICTORIA	M	POLL WORKER	\$	178.50	
LEMOINE	MICHAEL	J	FIREFIGHTER	\$	19,521.98	\$ 1,950.78
LOESCHER	ANDREW	R.	POLICE OFFICER	\$	104,339.82	\$ 10,445.34
LONG	KAREN	M	ADMIN ASST EMT B	\$	50,182.87	\$ 1,458.71
LOREE	ANN	M	HEALTH AGENT	\$	41,948.14	
LUCANDER	JOYCE	M	BOH ADMIN ASSISTANT	\$	38,635.40	
LUCIER	DALE	A	DPW EXECUTIVE ASST	\$	46,696.01	\$ 128.52
LUCIER	SUSAN	M	LIBRARY TECH SERVICE	\$	26,490.36	
MACINTOSH	MICHAEL	S	CALL FIREFIGHTER	\$	944.55	
MAJOR	RYAN	J	FIREFIGHTER	\$	69,310.26	\$ 13,808.75
MARRO	MATTHEW	S	CONSERVATION AGENT	\$	30,735.04	
MARTINEAU	PETER	R	WORKING FORMAN	\$	87,365.37	\$ 22,120.73
MASTROTOTORO	ANDREA	L	REC SEC PLANNING	\$	468.12	
MATHIEU	KRISTIN	A	ADMIN AIDE	\$	6,120.60	
MAUCH	COLTON	D	CALL EMT	\$	6,309.00	
MAXWELL	JONATHAN	C	CIS SPECIALIST	\$	23,886.62	
MAYO	ALAN	T	CEMETERY SUPERINTEND	\$	61,030.48	
McCLENAHAN	LINDA	K	POLL WORKER	\$	847.88	
MCCONVILLE	RITA	M	HEALTH AGENT	\$	32,971.23	

Aggregate Employee Remuneration

MCDONALD	MICHAEL	R	POLICE CHIEF	\$	131,361.29	
MCGEE	MARYANN	J	LIBRARY ASSISTANT I	\$	12,320.77	
MCGRATH	COREY		DISPATCHER	\$	10,544.54	
MEI	DYLAN	R	CEMETERY LABORER	\$	8,293.15	
MICHAUD	LAILA	J	POLL WORKER	\$	191.25	
MONTY	DAVID	B	FIRE LIEUTENANT	\$	126,880.28	\$ 47,811.05
MOULTON	ALEC	P	TRUCK DRIVER/LABORER	\$	44,062.85	\$ 5,180.71
NAHAR	BEGUM	S	IT TECHNICIAN	\$	14,699.08	
NELSON	AMY	N	POLICE SERGEANT	\$	129,257.44	\$ 28,617.24
NOONAN	BRIAN	L	CALL FIREFIGHTER	\$	640.68	
NOVAK	DANIEL	A	SUB VAN DRIVER	\$	14,174.20	
O'BRIEN	SEAN	S	PARKS/REC COUNSELOR	\$	1,000.88	
O'CONNELL	MEGAN	E	DISPATCHER	\$	2,525.44	
PAGE	ANN MARIE		ASSESSORS CLERK	\$	6,561.69	
PARVIAINEN	HARRY	D	ALT WIRING INSP	\$	24,953.71	
PAUL	TAMMY	L	DPW SECY/RECPT	\$	36,657.14	
PERIOR	JAYNE	V	MEALS ON WHEELS DRIV	\$	12,963.26	
PESCARO	RYAN	J	CALL FIREFIGHTER	\$	8,332.66	
PETERS	ROBERT	B	CROCKER POND SUPER	\$	8,602.29	
PORPORA	PATRICK	J	POLICE OFFICER	\$	51,529.39	\$ 10,437.08
POULIN	SHELBI	E	PT OFFICER	\$	12,886.61	\$ 33.47
PRENTISS	ADAM	M	DISPATCHER	\$	161.60	
QUIGLEY-BELLIVEAU	SUSAN	J	POLL WORKER	\$	51.00	
RAMEAU	MAX	J	POLICE OFFICER	\$	74,235.16	\$ 5,551.06
RATHIER	RAYMOND		CEMETERY LABORER	\$	11,311.00	
RAY	MICHAEL	E	DISPATCHER	\$	65,870.51	\$ 2,958.41
REDA	PHILIP	J	CROCKER POND ATTEND	\$	5,360.19	
ROBBINS	EDWARD	S	SERGEANT	\$	144,548.59	\$ 12,682.78
ROBINSON	STEVEN		CALL FIREFIGHTER	\$	3,033.75	
ROGOWSKI	DAVID	J	CALL FIREFIGHTER	\$	4,977.34	
ROONEY	COLIN	D	CALL FIREFIGHTER	\$	3,045.92	
ROULEAU	LORNA	J	LIBRARY CHILD SVC	\$	8,159.65	
ROY	RENEE	L	ASSESSORS CLERK	\$	2,849.20	
SCARALE	FRANK	G	CEMETERY LABORER	\$	9,193.17	
SCHULTZ	KIMBERLY	A	SUB VAN DRIVER	\$	2,748.64	
SEARS	ANDREW	J	PARKS/REC COUNSELOR	\$	1,102.88	
SHAMPINE	JEFFREY	G	POLICE OFFICER	\$	114,650.14	\$ 11,931.97
SHAW	BRUCE	E	CEMETERY WORKER	\$	10,572.01	
SHEEHAN	BRIDGET	D	POLL WORKER	\$	594.75	
SHEEHAN	ELLEN	M	TOWN CLERK	\$	52,579.93	
SHELDON	PAMELA	M	LAND USE ADMIN ASST	\$	8,804.91	
SLOCUM	TYLER	A	TRUCK DRIVER/LABORER	\$	41,682.20	\$ 5,302.72
SMITH	MELISSA	MA	DISPATCHER	\$	260.40	
SMITH	MELODY	L	TREASURER/COLLECTOR	\$	79,284.07	
SPENCER	ZACHARY	E	FIREFIGHTER	\$	70,931.92	\$ 22,825.30
STEWART	TIMOTHY	J	DISPATCHER	\$	3,704.59	
STREETER	PATRICIA	A	ADMIN ASST	\$	12,375.96	
SUGAR	LUKE	C	CROCKER POND ATTEND	\$	663.00	
SWAN	TARYNE	M	DISPATCHER	\$	1,238.58	
TAMULEN	JASON		SERGEANT	\$	151,553.57	\$ 23,437.37
THIBEAULT	GERARD	J	SUB VAN DRIVER	\$	804.48	
TWIRAGA	JOSEPH	A	CALL FIREFIGHTER	\$	2,143.31	
WALLACE	STEPHEN	J	TOWN PLANNER	\$	74,999.72	
WALTER	CODY	T	DISPATCHER	\$	7,191.60	
WETHERBEE	JASON	E	POLICE OFFICER	\$	124,627.13	\$ 28,526.78
WIINIKAINEN	TOM	J	GAS/PLUMBING INSPECT	\$	25,671.42	
WYMAN	SARA	M	VETERANS AGENT	\$	24,215.93	
YRAOLA	SUSAN	E	LIBRARY ASSISTANT II	\$	20,546.53	
ZBIKOWSKI	DAVID	A	SP MV OPERATOR/LABOR	\$	70,135.01	\$ 10,365.15

We would like to extend our sincerest appreciation to those who submitted photos for use in the 2020 Annual Report.

2020 was a unique and arduous year for everyone, but by working together the residents and Town employees were able to persevere.

We look forward to a brighter and more prosperous 2021!