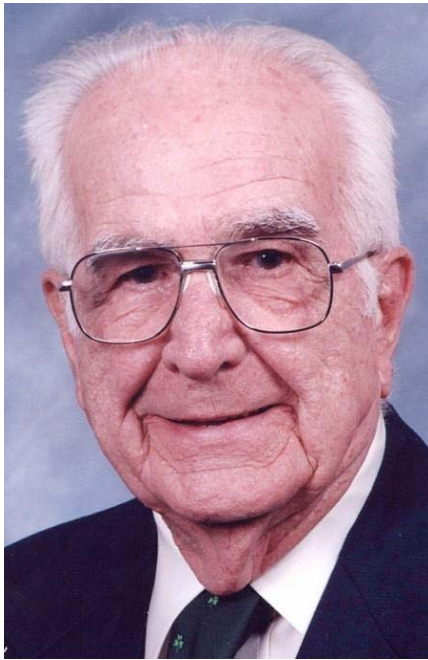




Annual Town Report 2009

Cover courtesy of Lori Hyre and the 250th Anniversary Committee



**In Memoriam
Austin Leo Carroll
1916-2009**

Austin Carroll was born January 13, 1916 in Bel Air, Maryland. Austin passed on to be with his "queen" on August 31, 2009 at the age of 93. He grew up in Worcester, Ma and attended the Worcester school system. He married Helen (Ukkola) Carroll in 1937. Their family moved from Worcester to Westminster in 1950 where they proudly raised their two children, Austin Leo Carroll, Jr. and Kathleen Elizabeth Carroll.

Austin became involved in community activities from the start. He was a founding member of the St. Edward the Confessor Parish and attended mass weekly for over 50 years. Many parishioners knew that the end seat in the seventh row on the right was Austin's. Father Kilcoyne and Austin had many colorful exchanges over the years. Along with that came a lot of funny stories.

Over the years Austin served his town with pride and enthusiasm. He was a Westminster Police Officer from 1957-1995. Even after he "retired" from the force he spent time with the guys, kept up with the goings on and made sure that our town was safe. The representation from the Police Department at his funeral service was a great example of how much Austin was revered.

Austin also served on the Westminster Liquor Commission for several years as well as the Democratic Committee in Westminster and the Second Worcester District.

When he wasn't serving our town he was busy providing for his family. Austin worked for the Worcester Bus Co. for over 40 years, retiring in 1978. As a parent he worked with the Boy Scouts and Girl Scouts in town, and supported the Oakmont Clubs that Kathy was involved with. He and Helen enjoyed many trips together, traveling to Canada, Florida and many other destinations by bus and internationally to visit their daughter, Kathy.

Their home at 57 Turnpike Road was a haven to many visitors. Whether you lived there, visited for a dinner, or stayed as a welcome guest, "57" was your "home".

Austin spent his later years taking care of the homestead at 57, visiting his friends at the local nursing homes and dropping by the Westminster Pharmacy, Wine & Roses, the post office and the Senior Center for his blood pressure testing (he often said he was too young to join the Center). Bowling with the seniors until he was 92 was a highlight of his week.

Many folks will remember Austin as a crusty old guy with an interesting sense of humor. But all the townspeople who knew him best will remember his heart of gold and his generosity to so many. We'll miss you Austin, God Bless.



**In Memoriam
William H. Wyman
1932-2009**

Bill Wyman was born in Clinton, Massachusetts on February 25, 1932 and was son of the late Charles H. and Muriel P. (Beach) Wyman. He lived in Westminster for forty years and was an active member of the Westminster Lions Club. From 1969 through 1995 he was a History teacher and respected basketball and football coach at Oakmont Regional High School.

Bill was a graduate of Gardner High School (1949) and Bates College (1953). He served in the United States Army in Germany. He was married to wife, Carolyn, for nearly 50 years and they had three sons (Charles, Stephen and David) – all graduates of Oakmont.

Coach Wyman taught and coached in Laconia NH, Springfield, and Hyannis before moving to Westminster. He went on to win over 400 victories on the hoop court - in the top 10 of all coaches in Massachusetts. He was elected to the Massachusetts Basketball Coaches Association Hall of Fame. He befriended many of the best coaches in the basketball world – Bobby Knight, Mike Krzyzewski, and Mike Brey, to name a few - and he brought this knowledge into his successful teams at Oakmont.

He subscribed to the notion that good defense beats good offense, that three sport athletes make better people, that coaches should be teachers and that respect is the name of the game. Each kid that played on his teams, each student that stepped into his classroom, each assistant that coached with him – took something special with them. It wasn't always easy, he wasn't always everybody's best friend – but they learned from him.

After his retirement from Oakmont, he enjoyed buying antiques and selling them in two antique shops in Maine. He was a history buff and enjoyed listening to music, especially jazz. And of course he continued to work with the basketball program at Oakmont – he just couldn't keep away from the green and gold.

BOARD OF SELECTMEN

The Board of Selectmen is pleased to present the following report to the residents of Westminster.

Selectmen Nicholas A. Hay and John F. Fairbanks continued their terms in office in 2009, while Selectman Thomas P. O'Toole ran unopposed for re-election in April. Selectman O'Toole subsequently announced his resignation from the Board in November due to a change in employment. A special election was held on November 17, resulting in the election of Laila J. Michaud to the Board.

Westminster is fortunate in that we are positioned more favorably than some communities to weather the current economic downturn; however, we are not immune to its effects. Faced with decreasing revenues, increasing costs, and rising unemployment rates, the Board of Selectmen established a goal in 2009 to hold property taxes steady, while continuing to avoid layoffs. The Board worked closely with the Advisory Board in the development of the fiscal year 2010 budget to achieve this goal. We are extremely grateful for the understanding and cooperation we received from the unions, department heads, and all town employees, who have worked under the constraints of a spending freeze, received no cost of living increases, and endured mid-year budget reductions to produce a balanced budget.

Despite the financial challenges, there were a number of positive events in 2009. Most noteworthy was the year long celebration of Westminster's 250th Anniversary. The celebration was a huge success and brought a much needed sense of community during difficult times. We extend our heartfelt thanks to 250th Anniversary Committee members Lorraine Emerson, Sam Albert, Melody Gallant, Brent MacAloney, Karen Irving, Linda Landry, Bill Wintturi, Bob Cudak, and Richard (Jiggs) Ahlin for an excellent job in organizing a wide variety of events for the enjoyment of the entire town.

On the economic development front, the Wachusett Animal Hospital and Pet Retreat broke ground at the Westminster Business Park this fall. We look forward to welcoming this new business to Westminster in the spring of 2010. Another potential addition to the business park is the construction of a 5 mw solar farm. Ansar Energy is developing plans to provide a total of 100 mw of power among various locations throughout the state and has selected a 40-acre parcel at the Westminster Business Park as one of the sites.

The Board of Selectmen is committed to exploring opportunities to diversify the tax base while maintaining the character of the town as much as possible. Westminster finds itself at a critical juncture in that it must decide whether or not it will allow large retail development. A town meeting article proposing the creation of a mixed-use overlay district in the area of Simplex Drive was defeated by voters at the May 2 Annual Town Meeting. The overlay district would have allowed the development of approximately 150 acres with the construction of 650,000 square feet of commercial space, including retail stores, restaurants, professional office space, and a cinema. Judging from the number of questions that were raised but remained unanswered at town meeting and recognizing the potential significance of such a project, the Selectmen felt that it would be in the best interest of the Town to form a committee to conduct a comprehensive study of the impacts of a large mixed-use retail project. The Mixed-Use Overlay Committee was formed in August to undertake this task. The Committee has worked diligently to fulfill its charge and is expected to complete its work in 2010.

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

(The Board of Selectmen holds regular meetings on Monday evenings at 7:00 p.m. at the Town Hall. Meetings are also broadcast live and videotaped for playback during the week on Cable Channel 8. The Selectmen's meeting schedule can be found on the town's website at www.westminster-ma.gov.)

Nicholas A. Hay, Chairman
John F. Fairbanks
Laila J. Michaud
BOARD OF SELECTMEN

BOARD OF SELECTMEN APPOINTMENTS

			Term Expires
(*Denotes Chairman)			
250th Anniversary Committee	Richard Salvatore	Ahlin Albert, Jr.	
	Robert Cudak		
	Lorraine Emerson*		
	Melody Gallant		
	Karen Irving		
	Linda Landry		
	Brenton MacAloney		
	William Wintturi		
	Marie Auger		
	Joseph Macchia		
Affordable Housing Committee	Brenda Rufiange		
	Jennifer Shenk		
	Ralph Wegener		
	Nicholas Hay		
	Marsha Foster		6/30/2010
Agricultural Commission	William Foster		6/30/2010
	Patricia Glover		6/30/2011
	Dean Johnson*		6/30/2011
	Kerstin Hertel		6/30/2012
	Andy Hertel		
Animal Control Officer	Eula Bradley		6/30/2010
Artifacts Committee	Ceilia Burgess		
	Elizabeth Hannula		
	Leola Leger		
	Jessica Leger*		
	Martha Rainville		
	Robert Sampson		
	Richard Cannavino		6/30/2010
Assistant Inspector of Wiring	Harry Parvianen		6/30/2010
	James Imprescia		6/30/2010
Ass't. Insp. of Plumb. & Gas Piping	Wayne Little		6/30/2010
	Phillip Buso		6/30/2010
Ass't. Veterans' Services Agent	Roger Gerard		
	Sharon Halloran		
	Denise MacAloney		
	John McCall		
	Robert Thorell		6/30/2010
Board of Registrar	Donna Allard		Ex-Officio
	Vance Butterfield		
	Melody Gallant		Ex-Officio
	Michael Morin*		
	Karen Murphy		Ex-Officio
	Jeff Schutt		
	Keith Harding		
	Laila Michaud		
Building Commissioner	Daniel Bartkus*		6/30/2010
	Gregg Buckman		6/30/2011
Capital Planning Committee			
Conservation Commission			

Conservation Commission	Robert	Gendron	6/30/2010
	Carrie	Monty	6/30/2011
	John	Regan	6/30/2012
	Tim	Sheehan	6/30/2010
	Gary	Smith, Jr.	6/30/2012
Council on Aging	Don	Barry	6/30/2012
	Edward J.	Dube	6/30/2011
	Joyce Ann	Gerard	6/30/2010
	Evelyn	Giammalvo	6/30/2011
	Janet	Lauricella	6/30/2010
Crocker Pond Development Committee	Neysa	Miller*	6/30/2011
	Gordon	Brownell	6/30/2010
	Ronald	Chevarie	6/30/2010
	Michael	Dauphinais	6/30/2010
	Laura E.	Delorey	6/30/2010
	Heather	Leger	6/30/2010
	Joseph	Macchia*	6/30/2010
	Gary	Richards	6/30/2010
	Thomas	Torrans	6/30/2010
	Nicholas	Hay	6/30/2010
Cultural Council	Karen	Brighenti	6/30/2012
	Mary	Dunn	6/30/2012
	Betty	Kazan	6/30/2012
	Marta	Klemetti	6/30/2010
	Virginia	Krul	6/30/2011
Economic Development Committee	Sandra	Thibodeau*	6/30/2011
	Robert	Cudak	
	Phillip	d'Entremont	
	Donald	Frigoletto, Jr.	
	Andrew	Hertel	
	M. Clare	Mara	
	Michael	Morin	
	Thomas	O'Toole	
	James	Quill	
	John	Rowland, Jr	
	Brian	Ruland	
	Nancy	Sampson	
	Andrew	Sears	
	Joseph	Serio	
	Linda	Wiest	
Election Officials	Celia	Burgess	
	Claudette	Casey	
	Theresa	Grenier	
	Albert	Hughes	
	Gloria	Hughes	
	Evelyn	Jones	
	Herschel	Jones	
	Gilbert	Parks	
	Joan	Parks	
	Kathy	Pelullo	
Emergency Management	Susan	Yraola	
	Richard	Ahlin	6/30/2010
	Allyson`	Chalapatas	6/30/2010

Emergency Management	Charles	Clarkson	6/30/2010
	Jeffrey	Curtis	6/30/2010
	Bill	Leger	6/30/2010
	Pam	Leger	6/30/2010
	Lois	Luniewicz	6/30/2010
	Herbert	O'Connor	6/30/2010
	Gilbert	Parks	6/30/2010
	Leroy	Ryder	6/30/2010
Energy Advisory Committee	Heather	Billings	6/30/2012
	Andrew	Downing	6/30/2012
	David	Hogan	6/30/2012
	Douglas	Hurley	6/30/2012
	Kevin	Keena	6/30/2012
	Joseph	Macchia*	6/30/2012
	John	Person	6/30/2012
	Brenton	MacAloney	6/30/2010
Fire Chief, Forest Warden & EM Dir. Full Time Police Officer	Kent	Benson	6/30/2010
	Daniel	Donahue	6/30/2010
	Sgt. Leroy	Hawkins, Jr.	6/30/2010
	Ralph	LeBlanc	6/30/2010
	Lt. Michael	McDonald	6/30/2010
	Richard	Michel	6/30/2010
	Amy	Nelson	6/30/2010
	Erick	Phillips	6/30/2010
Full Time Police Officer - K9	Sgt. Edward	Robbins	6/30/2010
	Jeffrey	Shampine	6/30/2010
	Jason	Tamulen	6/30/2010
	Jason	Wetherbee	6/30/2010
	Caesar	K-9	6/30/2010
Historic District Study Committee	Shane	Brogan*	
	Elizabeth	Hannula	
	Joan	Longcope	
	Karen	Sargent	
	Peter	Yraola	
Historical Commission	Elizabeth	Hannula*	6/30/2010
	Laurie	Tarr Ellsworth	6/30/2011
IDC	Robert	Cudak*	6/30/2011
	Andrew	Hertel	6/30/2011
	Peter	Munro	6/30/2010
	Wyn	Paiste	6/30/2010
	Laila	Michaud	6/30/2010
Insp. of Plumbing & Gas Piping Inspector of Wiring Insurance Advisory	Thomas	Wiinikainen	6/30/2010
	Loring H.	Barrett	6/30/2010
	Margaret	Howe-Soper	
	Leroy	Hawkins	
	John	McEvoy	
	William	Ahearn	
	Nanette	Pierce	
	Jeannine	LaCoss	
Liquor Commission	Darlene	Boucher	
	Jon	Bliss	6/30/2012
	Edward J.	Dube	6/30/2010

Liquor Commission	Gary	McDonald*	6/30/2011
Local Inspector	David	Lantry	6/30/2010
	Peter	Munro	6/30/2010
MART Advisory Board	Edward J.	Dube	6/30/2010
Memorial Committee	Ed	Rachupka	
	Stan	Skamarycz*	
	Walter	Taylor	
	Sammi	Dawley	
	Laurie	Tarr Ellsworth	
	Edward J.	Dube	
	Tom	Maeder	
	Tom	Lehman	
Mixed Use Overlay Committee	Joseph	Flanagan	
	Nicole	Moorshead	
	Linda	Wiest	
	Donald	Frigoletto, Jr.	
	William		
	(Bud)	Taylor	
	John	Fairbanks	
	Wynn	Paste	
	Andy	Sears	
MOC	Louise	Janhunen	6/30/2010
MRPC	Andrew	Sears	6/30/2010
Open Space Committee	Donna	Brownell	6/30/2011
	Joshua	Schonborg	6/30/2011
	William	Taylor	6/30/2011
	Laila	Michaud	6/30/2011
	Gregg	Buckman	6/30/2011
	Marie	Auger	6/30/2011
Parks & Recreation	Craig	Cole	6/30/2011
	Mark	Dellasanta	6/30/2010
	Michael	O'Brien	6/30/2012
	Andrew	Sears*	6/30/2012
	Erick	Phillips	6/30/2011
Part Time Police Officer	Nicholas	Auffrey	6/30/2010
	Robert	Beaton	6/30/2010
	Kevin	Boucher	6/30/2010
	Steven	Couture	6/30/2010
	Robert	Cudak	6/30/2010
	Matthew	Espie	6/30/2010
	Jeffrey	Giles	6/30/2010
	Andrew	Loescher	6/30/2010
	Joseph	Picariello	6/30/2010
Perambulation Committee	Andrew	Kaski	
	Christopher	Mossman	
	William	Wintturi	
Police Chief & Special Constable	Salvatore	Albert, Jr.	6/30/2010
Police Matron	Michelle	Chevarie	6/30/2010
	Debra	Comiskey	6/30/2010
	Nanette	Pierce	6/30/2010
Public Safety Bldg. Needs Com	Salvatore	Albert	
	John	Fairbanks	
	Brent	Heinzer	

Public Safety Bldg. Needs Com.	Raymond	Landry	
	Brent	MacAloney	
	Christopher	Mossman	
	Keith	Sullivan*	
Public Works Commission	Alan E.	Bedard*	6/30/2011
	Lorraine	Emerson	6/30/2012
	Brian	Fluet	6/30/2010
Route 140 Improvement	John	Fairbanks	
	Peter	Remelius	
	Will	Ahearn	
	Karen	Murphy	
Sick Leave Bank Committee	Nicholas	Hay	
	Darlene	Boucher	
	Steven	Hemman	
	Vance	Butterfield	
Solid Waste Advisory Committee	Ed	Simoncini	
	John	Fairbanks	
	Lorraine	Emerson	
	Leroy H.	Ryder	6/30/2010
Special Building Depart.. Inspector	Jon R.	Bliss	6/30/2010
Superintendent of Pest Control	Donna	Allard	6/30/2010
Town Accountant	Karen	Murphy	6/30/2012
Town Coordinator & Parking Clerk	Alan	Seewald	6/30/2010
Town Counsel	Jon	Bliss	
	Lorraine	Emerson	
	Kevin	Keena	
	Jessica	Leger*	
Town Hall Bldg. & Ren. Com	Denise	MacAloney	
	Mark	Landry	6/30/2010
	Edward J.	Dube	6/30/2010
	William	Wintturi	6/30/2010
Veterans' Graves Officer	Chris	Mossman	6/30/2010
Veterans' Services Agent	Jason	Tamulen	
Wachusett Mtn. Advisory Council	Don	Barry*	
Alternate	Daniel	Stango	
Weighers, Measurer	Kevin	Keena	
Westminster Sr. Ctr. Bldg. Com.	Jim	Moriarty	
	Keith	Harding	
	Nicholas	Hay	
	Neysa	Miller	
Zoning Board - Associate	John	Bowen	6/30/2010
	Michael T	Greenwood	6/30/2011
	Matthew	Kotoski	6/30/2012
Zoning Board - Member	Paul	Bartkus, Jr.*	6/30/2010
	Aimie	Denault	6/30/2010
	Donald	Frigioletto, Jr.	6/30/2011
	Peter	Romano	6/30/2012

TOWN MODERATOR APPOINTMENTS

			Term Expires
(*Denotes Chairman) Advisory Board	Kenneth	Burstall*	6/30/2011
	James	DeLisle	6/30/2011
	Keith	Harding	6/30/2012
	Thomas	Maeder	6/30/2012
	Brian	Ruland	6/30/2010
	Joseph	Serio	6/30/2012
	William	Taylor	6/30/2010
	M. Clare	Rowland	6/30/2010
Personnel Board	Celia	Burgess	6/30/2011
	John	Cappellini*	6/30/2011
	Stephen R.	Hemman	6/30/2010
	Nicholas	Hay	Ex-Officio
Town Hall Reuse Committee	Betty	Aveni	
	Beth	D'Onfro*	
	Barbara	Friedman	
	Walter	Haney	
	Joseph	Serio	
	John	Fairbanks	

TOWN OF WESTMINSTER

Elected Officials

2009

Moderator-3 yrs		
John A. Bowen	110 Narrows Road	2011
Board of Selectmen-3 yrs		
Nicholas A. Hay	228 South Ashburnham Rd	2010
John F. Fairbanks	181 Minott Road	2011
Thomas P. O'Toole	15 West Main Street	
(Resigned effective November 1, 2009)		
Laila J. Michaud	269 Bean Porridge Hill Rd	2012
(Effective November 17, 2009)		
Board of Health-3 yrs		
Edward J. Simoncini, Jr.	8 Whitney Street	2010
Peter M. Munro	12 Patricia Road	2011
Patricia A. Glover	9 Patricia Road	2012
Town Clerk-3yrs		
Denise L. MacAloney	34 Academy Hill Road	2011
Town Treasurer/Collector-3 yrs		
Melody L. Gallant	35 Knower Road	2011
Assessors-3 yrs		
Robin L. Holm	34 Sunset Road	2010
Darlene Boucher	90 Main St., Apt. A	2011
Andrew J. Hertel	249 West Princeton Road	2012
Library Trustees-3 yrs		
Dana N. Altobelli	80 Lanes Road	2010
Beth A. D'onfro	12 Bacon Street	2010
Juliette Y. Bedard	11 North Common Road	2011
Hee Shee Eagle	6 Frog Hollow Road	2011
Leola M. Leger	8 Kendall Court	2012
Walter M. Haney	164 Worcester Road	2012
Hager Park Commission-3 yrs		
Richard W. Ahlin	21 Church Street	2010
James A. Walker	4 Curtis Road	2011
Christopher C. Mossman	57 Depot Road	2012
Planning Board-3 yrs		
M. Donald Barry	79 Bartherick Road	2010
Roy J. Urban	12 Knower Road	2010
Marie N. Auger	44 Kent Road	2011
Claude J. LeBlanc	8 Val Road	2011
Andrew J. Sears	26 Harrington Road	2012

Housing Authority-5 yrs		
Peter F. Yraola	15 Bacon Street	2010
State Appointee		2011
Walter C. Taylor	123 Main Street	2012
Brenda M. Rufiange	8 Scenic Drive	2013
Vacant		2014
Tree Warden-3 yrs		
Jon R. Bliss	10 Leominster Street	2012
Constables-3 yrs		
Robert L. Cudak	50 Knowler Road	2010
Steven L. Couture	25 Newton Road	2011
Cemetery Commission-3 yrs		
Sean O'Leary	25 Nichols Street	2010
Sammi C. Dawley	337 Knowler Road	2011
Stanley Skamarycz	50 Edro Isle Road	2012
Regional School Committee (Westminster Members)		
Gwen E. Farley	187 Knowler Road	2010
James Eugene Rheault	11 Kirali Court	2010
Leonard F. Beaton	61 South Ashburnham Road	2011
Joshua R. Schonborg	58 State Road West	2011
Jeffrey Boudreau	67 North Common Road	2012

ANNUAL TOWN REPORT OFFICE OF THE TOWN CLERK 2009

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

2008 Population	7,789
Births Recorded	41
Deaths Recorded	53
Brought Into Town for Burial	20
Burial Permits Issued	19
Marriage Intentions Recorded	39
Marriage Certificates Recorded	42
Business Certificates Filed	63
Certificates of Registration (Storage Permits)	7
Copies of Vital Records (births, deaths, marriages)	394
Joint Pole Locations Requests	0
Single Owned Pole Location Requests	0
Raffle Permits	2
Fish & Wildlife License Issued	184
Fish & Wildlife Stamps Sold	865
Passport Applications Filed	200

BREAKDOWN OF DOG LICENSES ISSUED

Kennels	6
Male	102
Female	64
Neutered Male	561
Spayed Female	537
TOTAL	1264

MONEY COLLECTED

Fish and Wildlife	\$ 4,642.20
Sales (Books, Maps, Etc.)	3,171.35
Fees	29,584.80
TOTAL	\$ 37,398.35

LIST OF JURORS

Pursuant to the Massachusetts General Laws Chapter 234A, the Town of Westminster adopted the Middlesex County system of Jury Selection. All jury selections and drawings are handled by the Office of the Jury Commissioner for the Commonwealth. Residents may inspect the prospective jury list for 2010 in the Town Clerk's Office.

Westminster Town Report 2009

ELECTION AND REGISTRATION

REGISTERED VOTERS (December 31, 2008)

	Precinct 1	Precinct 2	TOTAL
Democrat	575	523	1098
Republican	452	446	898
Unenrolled	1730	1631	3361
Libertarian	19	9	28
Green-Rainbow	10	2	12
Interdependent 3 rd	1	0	1
American Independent	1	1	2
TOTAL	2788	1631	5400

PASSPORT AGENT

Four individuals are qualified to accept applications-Denise L. MacAloney, Betsy Haley-Cormier, Ellen Sheehan, and Betty Kazan. During 2008, a total of 200 applications were handled. Fees kept by the Town for this service totaled \$5,000.

MISCELLANEOUS

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

Respectfully submitted,

Denise L. MacAloney, CMMC/MMC
Town Clerk

VOTE TAKEN AT ANNUAL TOWN ELECTION HELD APRIL 28, 2009

A total of 96 voters (Precinct 1-41 and Precinct 2-55) cast ballots at the Annual Town Election. This represents a 1.7 percent voter turnout (5,385 total voters). The following are the results:

Board of Selectman-3 years

	Precinct 1	Precinct 2	Total
Thomas P. O'Toole	24	39	63
Blanks	13	13	26
Write-In	4	3	7
TOTAL	41	55	96

Board of Health-3 years

	Precinct 1	Precinct 2	Total
Patricia A. Glover	33	46	79
Blanks	8	9	17
Write-In	0	0	0
TOTAL	41	55	96

Assessor-3 years

	Precinct 1	Precinct 2	Total
Andrew J. Hertel	34	50	84
Blanks	7	5	12
Write-In	0	0	0
TOTAL	41	55	96

Library Trustee (two positions)-3 years

	Precinct 1	Precinct 2	Total
Walter M. Haney	32	39	71
Leola M. Leger	33	41	74
Blanks	16	29	45
Write-In	1	1	2
TOTAL	41	55	96

Hager Park Commission-3 years

	Precinct 1	Precinct 2	Total
Christopher Mossman	35	46	81
Blanks	6	9	15
Write-In	0	0	0
TOTAL	41	55	96

Planning Board-3 years

	Precinct 1	Precinct 2	Total
Andrew J. Sears	34	49	83
Blanks	7	6	13
Write-In	0	0	0
TOTAL	41	55	96

Housing Authority-5 years

	Precinct 1	Precinct 2	Total
Blanks	37	52	89
Write-In	4	3	7
TOTAL	41	55	96

Tree Warden-3 years

	Precinct 1	Precinct 2	Total
Jon R. Bliss	33	44	77
Blanks	8	11	19
Write-In	0	0	0
TOTAL	41	55	96

Cemetery Commission-3 years

	Precinct 1	Precinct 2	Total
Stanley V. Skarmarycz	37	52	89
Blanks	4	3	7
Write-In	0	0	0
TOTAL	41	55	96

Regional School Committee-Westminster-3 years

	Precinct 1	Precinct 2	Total
Jeffrey W. Boudreau	34	47	81
Blanks	7	8	15
Write-In	0	0	0
TOTAL	41	55	96

Regional School Committee-Ashburnham-3 years

	Precinct 1	Precinct 2	Total
Keith P. Glenney	34	47	81
Blanks	7	8	15
Write-In	0	0	0
TOTAL	41	55	96

VOTE TAKEN AT SPECIAL TOWN MEETING HELD MAY 2, 2009

The meeting was called to order by Moderator John Bowen at 1:40 pm. The Constables' return of the warrant was read by Town Clerk Denise MacAloney. The votes taken are as follows:

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.

ARTICLE 1

Voted to transfer \$35,000 from Ambulance Receipts Reserved for Appropriation to pay down a portion of the balance owed on the 2007 Ford Ambulance.

ARTICLE 2

Voted to transfer \$125,752 from free cash to supplement the amounts voted under Article 5 of the May 3, 2008 Annual Town Meeting for Snow & Ice Removal (Dept. 423), and to transfer \$300,000 from the General Stabilization Fund to fund December 2008 Ice Storm expenditures.

(2/3 vote required)

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

ARTICLE 3 Voted to transfer \$204 from free cash to pay two bills incurred by the Zoning Board of Appeals in fiscal year 2008.

(9/10 vote required)

Unanimous vote

ARTICLE 4 Voted, as provided in MGL Chapter 44, Section 53, to approve the expenditure of \$25,567.57 from insurance proceeds to pay the cost of repairing the 1999 KME Pumper Truck which was damaged in the December 2008 Ice Storm.

The meeting was adjourned at 1:46 pm.

VOTE TAKEN AT ANNUAL TOWN MEETING HELD MAY 2, 2009

The Annual Town Meeting began with a variety of announcements by various town groups and organizations. A special presentation was made to retiring Advisory Board member Vance Butterfield for his many years of service to the Town. He received a special citation from Representative Lewis Evangelidis.

The meeting was officially called to order by Moderator John Bowen at 1:20 pm. The Constable's return of the Warrant was read by Town Clerk Denise MacAloney. The following non-residents were given permission to address the town meeting when appropriate: Town Coordinator Karen Murphy, Town Counsel Alan Seewald, DPW Director Joshua Hall, Board of Health Agent Wibby Swedberg, Tammi Lajoie, Mark and Kathy Ransom, Greg O'Brien and Doug Richardson.

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.

Advisory Board Chairman Vance Butterfield gave his board's Annual Report on the State of the Town.

ZONING/LAND USE ARTICLES

A motion for Article 1 was made and lengthy discussion ensued. At 1:39 pm. the Annual Meeting was adjourned in order to allow voters to take up the business of the Special Town Meeting. The Annual Town Meeting was reconvened at 1:46 p.m.

Motion to postpone Article 1 was defeated at 2:58 pm.

Motion to postpone Article 1 was defeated at 3:53 pm.

ARTICLE 1. Motion did not carry (to amend the Zoning Bylaw of the Town of Westminster by adding an appropriately numbered section to create a Mixed-Use Overlay District)
YES-136 NO-205

ARTICLE 2. Passed Over (to amend the Zoning Bylaw of the Town of Westminster by amending the "Town of Westminster, MA Zoning Map" adopted on November 27, 2007, by incorporating a new Mixed-Use Commercial Overlay (MUCO) District in the area of Simplex Drive)

CUSTOMARY ARTICLES

ARTICLE 3. Voted to authorize the Board of Selectmen to enter into a contract with the Massachusetts Highway Department or other appropriate state agency for the construction and maintenance of public highways for the ensuing fiscal year.

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

ARTICLE 5. Report of committees appointed to act on Town affairs:
None

ARTICLE 6. Voted to authorize the establishment of a Hazardous Materials Recovery Revolving Account as provided for under section 53E1/2 of Chapter 44 of the Massachusetts General Laws, into which account receipts for charges to responsible parties for the disposal of hazardous materials collected pursuant to Chapter 251, section 8 of the Town Bylaws shall be deposited, and to authorize the Fire Chief to expend funds received and deposited into said account for the purpose of paying expenses incurred by the Fire Department for the recovery and disposal of hazardous materials, and that the total amount which may be expended in the current fiscal year for this purpose shall not exceed \$12,000.

ARTICLE 7. Voted to authorize the establishment of an Agricultural Commission Programs Revolving Account as provided for under section 53E1/2 of Chapter 44 of the Massachusetts General Laws, into which account shall be deposited receipts received as payment for all programs and activities of the Agricultural Commission and from which account expenditures reasonably related to the programs and activities of the Agricultural Commission may be made; the total amount which may be expended in the current fiscal year for this purpose shall not exceed \$10,000.

OPERATING BUDGETS

ARTICLE 8. Voted to fix the compensation of 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 as follows:

AMOUNT APPROPRIATED

Town Moderator	Salary	\$200
Selectmen	Temp Labor Salary	4,000
	Stipends	1,800
	Expenses	3,600
	Lease Copiers	12,000
	Visitor Center	10,000
Coordinator	Salaries	107,912
	Expenses	800
Advisory Board	Expenses	4,450

Reserve Fund	Expenses	30,000
Accountant	Salaries	67,308
	Expenses	21,740
Assessors	Stipends	3,945
	Salaries	43,537
	Expenses	16,950
Treasurer/Collector	Stipends	1,000
	Salaries	96,269
	Expenses	12,216
Legal	Expenses	60,000
Personnel Administration	Salaries	49,918
	Expenses	6,370
Data Processing	Expenses	55,500
Town Clerk	Stipends	1,175
	Salaries	74,569
	Expenses	7,365
Elections	Stipends	600
	Salaries	3,580
	Expenses	8,990
Conservation	Salary	4,690
	Expenses	1,430
Town Planner	Salary	49,347
	Expenses	2,050
Planning Board	Salary	6,075
	Expenses	1,000
Board of Appeals	Expenses	500
Public Property & Buildings	Salaries	91,447
	Expenses	233,850
Town Report	Expenses	3,750
Crocker Pond	Salaries	15,965
	Expenses	11,600
Police/Dispatch	Salaries	1,366,746
	Expenses	213,904

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Fire	Salaries	757,852
	Expenses	112,144
Ambulance	Salaries	57,869
	Expenses	53,705
Building Department	Salaries	152,707
	Building Commissioner Stipend	2,750
	Expenses	13,895
Animal Control	Salary	13,743
	Expenses	11,790
Tree Warden	Salary	2,274
	Expenses	20,000
Emergency Planning	Stipend	1,000
	Expenses	7,245
K-12 Schools	Foundation State Minimum	5,883,318
	Additional Funds	801,973*
	Transportation	826,103
	Community Service	4,381
	Meetinghouse & Overlook Debt	221,228
	WES Bond	360,790
	Oakmont Bond	341,908
	Oakmont Field Bond	78,906
Monty Tech	Foundation State Minimum	375,183
	Additional Funds	49,740
	Bond	5,446
Highway Administration	Salaries	217,226
Highway Department	Police Detail	10,000
	Salaries	469,473
	Expenses	247,400
Snow and Ice Control	Salaries	52,000
	Expenses	298,100
Street Lighting	Expenses	21,750
Cemetery Department	Salaries	85,431
	Expenses	10,890

Health Department	Stipends	3,060
	Salaries	97,766
	Expenses	5,000
Council on Aging	Salaries	19,028
	Expenses	11,400
Veteran's Services	Salaries	4,810
	Expenses	620
Veteran's Assistance	Expenses	10,000
MART	Salaries	65,475
	Expenses	7,450
Library	Salaries	193,111
	Expenses	118,712
Recreation Department	Salaries	15,000
	Expenses	16,615
Concerts	Expenses	3,000
Hager Park Commission	Expenses	300
Historical Commission	Expenses	1,600
Memorial Day	Expenses	1,450
Care of Town Clock	Expenses	250
Town Debt Retirement	Total Expenses	921,380
Town Debt Interest	Total Expenses	223,180
Regional Planning Council	Expenses	1,948
Retirement and Pensions	Expenses	386,099
Group Health Insurance	Expenses	700,000
Group Life Insurance	Expenses	6,500
Other Insurance		261,700

And voted to appropriate the total sum of \$17,351,822 as follows:

Raise and appropriate \$17,207,008 (*236,903 of that amount shall not be appropriated unless the town has first voted by ballot at a special election to exempt this expenditure from the provisions of Prop 2 and 1/2 and further provided that the Town of Ashburnham also votes to appropriate it's proportionately assessed share)
 Transfer \$141,814 from the Ambulance Receipts Reserved Account, with any unused balance from this transfer reverting to that account at the end of the fiscal year.
 Transfer \$3,000 from the Wetlands Filing Fees Account, with any unused balance from this transfer reverting to that account at the end of the fiscal year.

ARTICLE 9.

Enterprise:

Voted to approve the following sums for the operation of the Sewer

Salaries	83,452
Expenses	450,100
Debt Principal	235,000
(Sewer Ext.)	
Debt Interest	91,064
(Sewer Ext.)	
Reserve Fund	<u>10,000</u>
SUBTOTAL	869,616
Shared Costs	<u>115,645</u>
TOTAL	985,261

Further, that of said sums, an appropriation of \$869,616 be raised as follows:

\$231,584	Retained Earnings
\$163,032	General Fund Subsidy
\$475,000	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 10.

Enterprise.

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

Salaries	90,572
Expenses	263,800
Capital Outlay	89,102
Reserve Fund	10,000
SUBTOTAL	453,474
Shared Costs	<u>128,415</u>
TOTAL	581,889

Further, that of said sums, an appropriation of \$453,474 be raised as follows:

\$ 17,821	General Fund Subsidy (Tax Levy)
\$435,653	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 11. Voted the following sums be approved for the operation of the Solid Waste Transfer Facility Enterprise.

Salaries	
Expenses	248,700
Reserve Fund	<u>10,000</u>
SUBTOTAL	258,700
Shared Costs	<u>23,365</u>
TOTAL	282,065

Further, that of said sums, an appropriation of \$258,700 be raised as follows:

\$ 13,700	from Retained Earnings
\$245,000	from available departmental receipts, investment earnings, and other revenues of the Solid Waste Transfer Facility Enterprise.

(Note: Shared costs have been appropriated in the general fund.)

CUSTOMARY MONEY ARTICLES

ARTICLE 12. Voted to appropriate \$500,000 for oiling, sealing, resurfacing, installing drainage or otherwise reconstructing town roads, and to meet that appropriation as follows:

Raise and appropriate \$250,000
Transfer \$250,000 from the General Stabilization Fund

(2/3 vote required)

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

ARTICLE 13. Voted to raise and appropriate \$1,000 for the Conservation Fund as provided for in Section 8C of Chapter 40 of the General Laws.

ARTICLE 14. Voted to raise and appropriate \$3,000 for the Westminster Cultural Council.

ARTICLE 15. Voted to transfer \$9,368 from the balance remaining in Article 5 of the May 2, 2006 Special Town Meeting (Tax Possession Auction) for the purpose of paying legal fees, filing fees, court costs, advertising and other related costs of tax titles through foreclosure, including but not limited to the process of foreclosure through the land of low value method.

ARTICLE 16. Voted to raise and appropriate \$50,000 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 17. Voted to appropriate \$75,000 from the Capital Equipment and Improvements Stabilization Fund for the purchase of two cruisers and related equipment for the Police Department; said appropriation to include the trade-in of two police department vehicles.
(2/3 vote required)

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

NON-RECURRING NON-CAPITAL MONEY ARTICLES

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

ARTICLE 19. Vote to transfer \$18,000 from the Wetlands Fees Account to fund the position of Conservation Agent.

ARTICLE 20. Voted to raise and appropriate \$9,000 to provide custodial coverage at the Westminster Elementary and Meetinghouse schools for the youth basketball and preseason baseball programs, said sum to be spent under the direction of the Parks and Recreation Commission.

ARTICLE 21. Voted to transfer \$1,500 from the Capital Equipment & Improvements Stabilization Fund for the purchase of a snow blower for Town maintenance, said sum to be spent under the direction of the Town Coordinator.

(2/3 vote required)

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

ARTICLE 22. Voted to transfer \$4,000 from the Capital Equipment & Improvements Stabilization Fund to repair the fire pump on Engine 1, said sum to be spent under the direction of the Fire Chief.

(2/3 vote required)

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

ARTICLE 23. Voted to raise and appropriate \$37,000 to supplement gasoline and building utility expenses for the various town departments; said sum to be spent under the direction of the Town Coordinator.

CAPITAL EXPENDITURES

ARTICLE 24. Voted to transfer \$45,000 from the Capital Equipment & Improvements Stabilization Fund for the repair and refurbishment of Engine 4, said sum to be spent under the direction of the Fire Chief.

(2/3 vote required)

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

A motion was made, seconded and passed as required in the Town By-Laws to extend the Town Meeting adjournment past 6:00 pm. in order to finish the business on the Town Meeting Warrant.

ARTICLE 25. Voted to transfer \$165,000 from the Capital Equipment & Improvements Stabilization Fund for the purchase of a dump truck with sander and related equipment for the Highway Department; said appropriation to include the trade-in of a 1989 dump truck.

(2/3 vote required)

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

ARTICLE 26. Voted a) to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise twenty-two temporary construction easements located variously on South Street, Carter Road, Meetinghouse Road, and Leominster Street, one permanent sidewalk easement located on South Street and the fee interest in two parcels located on South Street and on Leominster Street, all for the purpose of relocating, realigning and reconstructing the layout of South Street, and; b) to appropriate by borrowing the sum of \$450,000 to pay damages for such acquisitions, for appraisals, for legal expenses and for any other costs or expenses associated therewith. The parcels to be acquired are listed in the article and shown preliminarily on a set of plans entitled "The Commonwealth of Massachusetts Highway Department Preliminary Right-of-Way Plans, Plan and Profile of South Street in the City of Westminster," prepared by SEA Consultants Inc.

(2/3 vote required)

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

Motion to reconsider Article 26 at 5:52 pm. passed unanimously. Final vote as follows:

ARTICLE 26. Voted a) to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise twenty-two temporary construction easements located variously on Main Street, South Street, Carter Road, Meetinghouse Road, and Leominster Street, one permanent sidewalk easement located on South Street and the fee interest in two parcels located on South Street and on Leominster Street, all for the purpose of relocating, realigning and reconstructing the layout of South Street, and; b) to appropriate by borrowing the sum of \$450,000 to pay damages for such acquisitions, for appraisals, for legal expenses and for any other costs or expenses associated therewith. The parcels to be acquired are listed in the article and shown preliminarily on a set of plans entitled "The Commonwealth of Massachusetts Highway Department Preliminary Right-of-Way Plans, Plan and Profile of South Street in the City of Westminster," prepared by SEA Consultants Inc.

(2/3 vote required)

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

ARTICLE 27. Voted to transfer \$37,000 from Sewer Enterprise Retained Earnings for the purchase of a pickup truck and related equipment for the Sewer Department, said appropriation to include the trade-in of a 1997 pickup truck.

ARTICLE 28. Voted to transfer \$19,740 from the Information Technology & Telecommunication Stabilization Fund for ongoing computer system updates and technology-related items for the various town departments; said amount to be expended under the direction of the Town Coordinator.

(2/3 vote required)

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

ARTICLE 29. Voted to transfer \$45,000 from the Information Technology & Telecommunications Stabilization Fund for the upgrade of the Public Works Department two-way radio system.

(2/3 vote required)

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

MISCELLANEOUS ARTICLES

ARTICLE 30. Voted to approve the Project Certification application submitted by Wachusett Animal Hospital and Pet Retreat, LLC (WAH) for construction of an animal hospital located on Theodore Drive, Westminster, Massachusetts, within the Westminster Business Park Economic Opportunity Area, and to approve the Tax Increment Financing (TIF) agreement negotiated between WAH and the Town, and to authorize the Board of Selectmen to execute the TIF agreement and any documents related thereto to implement the TIF agreement, in accordance with Chapter 23A of the Massachusetts General Laws.

ARTICLE 31. Voted as provided in Massachusetts General Laws Chapter 152, Section 69, to include such elected or appointed officers of the Town as the Board of Selectmen may, from time to time, designate to be eligible to receive workers' compensation benefits.

ARTICLE 32. Voted to adopt the following appropriately numbered general bylaw:

Enforcement of Board of Health Rules and Regulations: The person or persons designated by the Board of Health to enforce any rule or regulation of said Board who takes cognizance of a violation of such rule or regulation, as an alternative to initiating criminal proceedings, may elect to utilize the non-criminal disposition procedure set forth in M.G.L. Chapter 40 Section 21D. The Board of Health shall designate the enforcing person or persons for any rule or regulation to be enforced pursuant to the non-criminal disposition procedure as authorized hereunder, and any rule or regulation to be so enforced shall be subject to a specific penalty for violation thereof.

ARTICLE 33. Voted to rescind the unissued balances of the following bond authorizations:

- 1) \$1,658,000 for bonds authorized in the amount of \$5,173,000 under Article 14 at the Special Town Meeting held on November 27, 2001 for the construction of sewer extensions in the Ellis Road, Wyman Lake, Fenno Drive and Main Street areas
- 2) \$56,884 for bonds authorized in the amount of \$400,000 under Article 21 at the Annual Town Meeting on May 3, 2003 for the development of a comprehensive wastewater management plan
- 3) \$670,000 for bonds authorized in the amount of \$670,000 under Article 35 at the Annual Town Meeting on May 2, 2006 for building repairs at the Forbush Memorial Library.

ARTICLE 34. Voted to increase the charge for each written demand issued by the Collector to a fee of \$15.00 to be added to and collected as part of the tax, as authorized by Massachusetts General Laws Chapter 60, Section 15, effective as of July 1, 2009.

The meeting was adjourned at 6:39 pm

VOTE TAKEN AT SPECIAL TOWN ELECTION HELD JUNE 16, 2009

A total of 841 voters cast ballots (Precinct 1-431 and Precinct 2-410) out of a possible 5,352 voters. This represents a 16 percent turnout. The results are as follows:

Question 1: "Shall the Town of Westminster be allowed to assess an additional \$236,903 in real estate and personal property taxes for the operating budget of the Ashburnham-Westminster Regional School District for the fiscal year beginning July first, two thousand nine?

	Precinct 1	Precinct 2	Total
YES	187	185	372
NO	244	225	469
BLANKS	0	0	0
TOTAL	431	410	841

VOTE TAKEN AT SPECIAL TOWN ELECTION HELD NOVEMBER 17, 2009

A total of 1294 voters cast ballots (Precinct 1-553 and Precinct 2-741) out of a possible 5,393 voters. This represents a 24 percent turnout. The results are as follows:

Board of Selectman	Unexpired term to 2012		
	Precinct 1	Precinct 2	Total
Joseph A. Macchia	62	103	165
Laila J. Michaud	256	349	605
Peter J. Normandin	234	289	523
Blanks	0	0	0
Write-In	1	0	1
Total	553	741	1294

COPY OF VOTE TAKEN AT SPECIAL TOWN MEETING DECEMBER 1, 2009

The meeting was called to order at 7:30 pm by Moderator John Bowen. The Constable's return of the warrant was read by Town Clerk Denise MacAloney.

Lorraine Emerson, Chairman of the 250th Anniversary Committee gave a final report on this past year's events and extended a thank you to all who assisted in the celebration. A presentation of a quilt made by Jessica Leger and containing the signatures of town officials serving on the boards and committees during this year of celebration was made to the Board of Selectmen.

Newly elected Selectman Laila Michaud was introduced and welcomed. Citations from the State House and Senate were read and presented to Lois Luniewicz, retired chairman of the Conservation Commission for her many years of dedication and service to the Town of Westminster.

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 are as follows:

ARTICLE 1. Voted to amend the amounts appropriated for various departmental budgets under Article 8 of the May 2, 2009 Annual Town Meeting for the fiscal year beginning July 1, 2009, as follows:

Department #	Department/Account Name	Increase/(Decrease)
114	Moderator – Salary	(-100)
122	Selectmen-Stipends	(-900)
131	Advisory Board – Expenses	(-1,200)
132	Reserve Fund – Expenses	+22,000
141	Assessors – Stipends	(-1,972)
141	Assessors – Expenses	(-450)
147	Treasurer/Collector – Expenses	(-1,000)

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152	Personnel Administration – Expenses	(-1,170)
155	Data Processing – Expenses	(-1,000)
161	Town Clerk – Expenses	(-1,700)
172	Town Planner – Salaries	(-20,000)
192	Public Buildings – Salaries	(-2,000)
192	Public Buildings – Expenses	(-500)
199	Crocker Pond – Expenses	(-2,970)
210	Police/Dispatch – Salaries	(-29,000)
220	Fire – Salaries	(-17,996)
220	Fire – Expenses	(-8,000)
241	Building Department – Salaries	(-11,375)
294	Tree Warden – Salary	(-1,000)
422	Highway – Salaries	(-2,500)
422	Highway – Expenses	(-12,500)
510	Board of Health – Salaries	(-1,530)
541	Council on Aging – Expenses	(-1,000)
544	Veterans' Assistance – Expenses	(-5,000)
610	Library – Salaries	(-1,000)
610	Library – Expenses	(-4,000)
630	Parks and Recreation – Expenses	(-2,500)
914	Group Health Insurance – Expenses	(-25,000)
915	Group Life Insurance – Expenses	(-2,000)
	TOTAL	(-137,363)

Further, that the total appropriation for Article 8 of the May 2, 2009 Annual Town Meeting be reduced by \$137,363 for a revised total of \$16,977,556, and to meet this revised appropriation as follows:

Raise and appropriate \$16,753,425

Transfer \$141,814 from the Ambulance Receipts Reserved Account, with any unused balance from this transfer reverting to that account at the end of the fiscal year (as previously voted at the May 2, 2009 Annual

Town Meeting).

Transfer \$3,000 from the Wetlands Filing Fees Account, with any unused balance from this transfer reverting to that account at the end of the fiscal year (as previously voted at the May 2, 2009 Annual Town Meeting).

Transfer \$2,346 from the balance remaining in Acct. #01.220.125.5871.09 (Fire Dept. Car 1 replacement)

Transfer \$645 from the balance remaining in Acct. #01.220.131.5871.08 (Fire Dept. E5 purchase)

Transfer \$27,975 from the balance remaining in Acct. #01.123.121.5400.09 (Public Buildings Dept. supplemental utilities article)

Transfer \$10,851 from the balance remaining in Acct. #01.610.302.5380.08 (Library relocation article)

Transfer \$37,500 from the balance remaining in Acct. #01.210.117.5871.10 (Police Dept. cruiser)

ARTICLE 2. Voted to raise and appropriate \$10,552 to retroactively compensate two police officers for corrected wages owed.

ARTICLE 3. Passed Over (to transfer \$30,000 from Free Cash to increase the Outside Police Detail Account.)

ARTICLE 4. Voted to appropriate \$10,000 for the purchase of a used pickup truck and related equipment for the Maintenance Department, and to meet that appropriation, transfer said amount from the Capital Equipment and Improvements Stabilization Account; said sum to be spent under the direction of the Town Coordinator.

(2/3 vote required)

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

ARTICLE 5. Voted that the sum of \$525,000 is hereby appropriated to pay expenses incurred as a result of the December 2008 Ice Storm Emergency, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8(9) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

(2/3 vote required)

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

ARTICLE 6. Did not carry (To transfer \$50,000 from free cash to the Stabilization Fund.)

ARTICLE 7. Voted to pass over this article (transfer to Information Technology & Telecommunications Stabilization Fund)

ARTICLE 8. Voted to pass over this article (transfer to Capital Equipment and Improvements Stabilization Fund)

ARTICLE 9. Voted to pass over this article (transfer from free cash to Building Maintenance and Repair Stabilization)

ARTICLE 10. Voted to transfer \$590,000 from free cash to balance the budget. Meeting adjourned at 8:14 pm.

VOTE TAKEN AT SPECIAL STATE PRIMARY ELECTION HELD DECEMBER 8, 2009

A total of 966 voters cast ballots out of a possible 5,406 voters. This represents a 18 percent turnout. The results are as follows:

DEMOCRAT

	Precinct 1	Precinct 2	Total
Blanks	1	0	1
Michael E. Capuano	60	64	124
Martha Coakley	193	179	372
Alan A. Khazei	31	42	73
Stephen G. Pagliuca	46	49	95
Write-In	0	1	1
Total	331	335	666

REPUBLICAN

	Precinct 1	Precinct 2	Total
Blanks	1	0	1
Scott P. Brown	111	154	265
Jack E. Robinson	16	16	32
Write-In	1	0	1
Total	129	170	299

LIBERTARIAN

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

2009 ANNUAL REPORT OF THE CONSTABLES

Warrants served for:	State Election	
	Special State Primary	December 8, 2009
	Elections for Town Affairs	April 28, 2009 June 16, 2009 November 17, 2009
	Annual Town Meeting	May 2, 2009
	Special Town Meetings	May 2, 2009 December 1, 2009

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

Respectfully submitted,

Robert R. Cudak
Steven L. Couture
Constables of Westminster

**Westminster Police Department
2009 Annual Report**

It is my pleasure to present the Westminster Police Department Annual Report for 2009, the seventh annual report produced during my tenure as Chief of Police.

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

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

We continue to seek out and apply for as many grants as possible and this department did receive over \$49,052.00 in money and equipment during 2009. We received \$2500 for Governors Highway Safety to conduct traffic enforcement. We also received two grants through the State 911 for \$25,552.00 for staffing and allocation of dispatch personnel and training of all public safety dispatchers. Also through a homeland security grant, this department received a message board and a light tower worth over \$21,000. Over the past few years, this department has successfully improved in the following areas, increased specialized training, improved access to information through the installation of our high speed computer network and our information sharing with police departments in the North Worcester County area. This Department is now networked directly with all surrounding departments. This will greatly improve the investigations and communications within the department and in the region.

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

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

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

November 30, 2009 marked the seventh anniversary of Officer Larry Jupin's death. August 20th, 2009 marked the 20th year anniversary of Officer Keith Nivala's death. The police department and the Jupin and Nivala families are grateful for the support from the Town, surrounding communities, and the memories of our departed will not be forgotten.

Training

During this year, training, certification and re-certification of all personnel was covered. Training included: criminal law, criminal procedure, domestic violence, motor vehicle law update, firearms, drug laws, terrorism, computer crimes, identity theft, defensive driving, and use of the breathalyzer, CPR, first responder, and automatic external defibrillators. Each of our officers has been trained in

the Incident Command System (ICS) as well as the National Incident Management System (NIMS) as required under Homeland Security. The officers qualified with their firearms on four occasions and used practice events through life-like scenarios under stress in a "shoot-don't shoot" judgment skills and train annually within our school district buildings.

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

Community Policing

School Resource Officers Report

Officer Erick Phillips continues in his fourth year as the Town of Westminster's School Resource Officer. The School Resource Officer's responsibilities are to enhance the safety of the students and staff, and to build a rapport with the students which help to build meaningful relationships for the future. The Westminster Police Department has a sincere interest in the youth of our community; they are one of our most valuable resources, and represent the future citizens of Westminster. We feel an obligation to assist in presenting our children with rules for personal safety, and helping them to understand the importance of establishing positive attitudes toward authority along with the rights and property of others. The result will help to ensure a better quality of life. This Officer is trained in community policing strategies and charged with serving the school district as a resource, a deterrent to crime, an advisor, a mentor, and a teacher. We continue to work closely with the Regional School District on all issues.

The SRO position was created to bridge the gap between law enforcement and the community by way of reaching out to our youth to provide a positive learning environment which will be meaningful throughout adolescence. The officer has continued presence throughout the schools teaching the Lifeskills and D.A.R.E. programs in the 1st, 3rd, 5th, and 7th grades. Visits have also been made in other high school grades to discuss routine matters of law.

These programs consist of three major components that cover the critical domains found to promote drug use. Research has shown that students who develop skills in these three domains are far less likely to engage in a wide range of high-risk behaviors. The three components include:

Drug Resistance Skills - enable young people to recognize and challenge common misconceptions about tobacco, alcohol and other drug use. Through coaching and practice, they learn information and practical ATOD (Alcohol, Tobacco, and Other Drug use) resistance skills for dealing with peers and media pressure to engage in ATOD use.

Personal Self-Management Skills - teach students how to examine their self-image and its effects on behavior; set goals and keep track of personal progress; identify everyday decisions and how they may be influenced by others; analyze problem situations, and consider the consequences of each alternative solution before making decisions; reduce stress and anxiety, and look at personal challenges in a positive light.

General Social Skills - teach students the necessary skills to overcome shyness, communicate effectively and avoid misunderstandings, initiate and carry out conversations, handle social requests, utilize both verbal and nonverbal assertiveness skills to make or refuse requests, and recognize that they have choices other than aggression or passivity when faced with tough situations. The results of over a dozen studies published in major scientific journals such as the

Journal of the American Medical Association consistently show that the Life Skills Training program dramatically reduces tobacco, alcohol, and marijuana use.

The overwhelming support of the school department, PTO and parents make this possible. This is the final report of the SRO; due to budget cutbacks this position is no longer funded.

R.A.D.

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

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

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

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

Child Care Safety Seat Inspections and Installations

The Westminster Police Department is providing free car seat safety checks. This Police Department recognizes how precious our children are and want to help parents buckle them up safely. Almost 90% of child safety seats in use today are being either used incorrectly or are installed improperly. Poor instructions and difficult applications are seen in many improper installations of car seats. Last year, Officers of the Westminster Police Department conducted over 325 child safety seat inspections. The department has also provided new parents with training at area hospital. Over the last year, the department has put on dozens of hour long seminars instructing the proper usage of child safety seats.

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

Identity Theft and Computer Forensic Investigations

Identity Theft is becoming a household term all across the world. Each day hundreds of new scams are developed to steal and defraud people of their money. Westminster residents are no exception to this growing crime. The Westminster Police Department has taken a record number of complaints and handed out hundreds of Identity theft packets to suspected victims during 2009. There are many aspects of theft of your personal information. It is estimated that one in five will be a victim this year. We are attempting to keep our Officers up to date with specialized training to help our citizens' deal with these types of crime. The police department website has links available to become more aware of how to prevent identity theft. www.westminsterpolice.org

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

K-9 Program

Officer Rich Michel an eight year veteran of the department is the handler of this four year old German Shepard named "Ceaser".

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

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

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

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

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

- Search for hidden suspects
- Search buildings

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

Home Storage of Firearms

Family Considerations:

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

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

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

A weapon is large capacity if it is:

A semiautomatic handgun or rifle that is capable of accepting a feeding device that holds more than 10 rounds, or more than 5 shotgun shells (in the case of a shotgun). Anyone with questions please contact me at the Police Station or visit our web site at www.westminsterpolice.com.

Firearms Training

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

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

New Firearms Licensing

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

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

Traffic

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

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

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

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

Detective's Report

The Westminster Police Departments Detectives Bureau is responsible to complete follow up investigations on cases that require more time than patrol officers can devote to a case. Investigations require a great deal of time for interviewing, surveillance and must keep in contact with outside agencies. Since crime is not restricted to city or town lines, we must work closely with surrounding communities, State and Federal agencies. Also included in the Detective's duties is the intake of evidence that requires specialized processing through the State Police Crime Laboratory and UMASS Drug Laboratory facilities. The Detectives Unit was involved in 225 incidents in 2009.

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

Due to fiscal budget cuts in 2009 and 2010, the detective that was assigned to plain clothes investigations and to the North Worcester County Drug Task Force as of November 31, 2009 was temporarily placed back into the role of uniformed cruiser patrol to help offset the overtime issues of the department.

This year (2009) with the assistance of N.E.S.P.I.N (New England State Police Information Network) the Westminster Police Department was again awarded one grant which assisted the North Worcester County Drug Task Force with funding as well as equipment needed to investigate narcotic crimes. Also assisting the Westminster Police Department and the North Worcester County Drug Task Force with funds for investigations was District Attorney Joseph Early of the Worcester County District Attorney's Office.

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

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

<u>OFFENSE</u>	<u>NUMBER OF OFFENSES</u>
Assault	2
Assault and battery on a child	5
Assault and battery	5
Assault and battery - domestic	1
Assault and battery on a police officer	1
Assault and battery on a child with injury	2
Assault and battery with a dangerous weapon	3
Carrying a dangerous weapon	1
Disorderly conduct	1
Drugs, possession Class D	2
Firearm, carrying without license	1
Fugitive from Justice on Court Warrant C276 20A	2
Inspection sticker/no	5
Juvenile Runaway	1
Larceny Over \$250	3
Larceny Under \$250	1
Leaving scene of property damage	3
License not in possession	1
License Restriction, operate MV in violation	1
License Suspended/Operation of MV	6
Light Violation, Motor Vehicle	1
Liquor/Person under 21 possess	3
Malicious destruction of property over \$250	2
Marked lane violation	10
Marijuana civil infraction	26
Negligent operation of a motor vehicle	2
Number plate violation to conceal ID	2
OUI drugs	1
OUI liquor	9
OUI liquor - 2nd offense	1
OUI liquor - third offense	1
Protective Custody	5
Permit unregistered MV operated	1
Resisting arrest	1
Right lane, fail to drive in	1
Safety standards, MV not meeting RMV	1
Seatbelt violation. Fail to wear(unsafe op. MV)	2
Shoplifting by asportation	1
Signal/failure to	2
Speeding	3
Stop sign violation/failure to	1
Uninsured motor vehicle	3
Unlicensed operation of motor vehicle	6
Unregistered motor vehicle	3
Warrant Arrest	13
Window obscured/nontransparent tint	1
Witness, intimidate	2
Yield at intersection/failure to	1
Equip. violation/misc motor vehicle	1
Total Arrests:	186

Total Motor Vehicle Citations Issued:	1,096
Civil:	579
Complaint:	97
Warning:	300

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

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

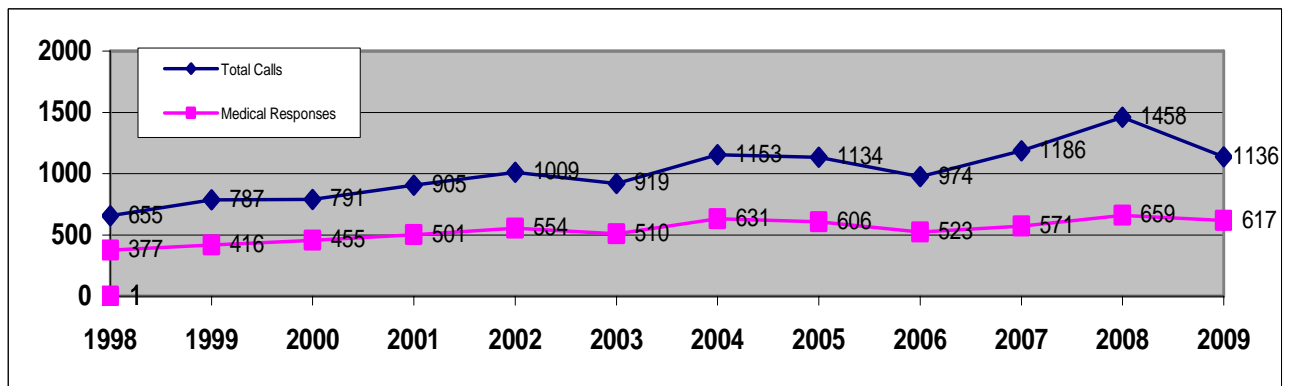
Respectfully submitted,
Salvatore Albert Jr.
Chief of Police

FIRE DEPARTMENT

I am pleased to submit the following Annual Report for the calendar year 2009 for the Westminster Fire and Ambulance Departments. Proudly serving the citizens of the town of Westminster for 184 years. Chief Brenton W. MacAloney



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



Note: the increase in emergency responses in 2008 was due to the December Ice Storm

Department Record:

Fire:

Structure	7
Brush/Illegal	47
Chimney	4
Motor Vehicle	7
Mutual Aid	63
Auto Fire Alarm	189
Electrical	2
Other Fires	12

Investigations:

Misc.	83
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Emergency Medical:

Illness/Injury	501
Motor Vehicle Accident	107
Carbon Monoxide	9

Service Calls:

Public Service	38
Hazardous Materials	7
Hovercraft Calls	0
Search and Rescue	2
Other	58

Total Incidents 1136

Permits and Compliance 2008:

Burning Permits	801 (3268 Activations)
Smoke / CO Detector Insp.	106
Oil Burner Permits	43
Blasting Permits	4
Fuel Storage	20
Plan Reviews	44
Safety Inspections	59
Fire Drills	15
Miscellaneous	20
Non-Criminal Complaint	1 (Fines issue for non compliance.)

Personnel:

Full-Time Staffing – There was no change to full-time firefighter staffing in 2009. Current full-time staffing includes 6 firefighters (4 firefighter/Paramedics, 2 Firefighter/EMT) in rotation providing on-duty coverage 24x7 with 2 firefighters except from 11:00 PM to 8:00 AM when there is only two half the time. In addition to the full-time firefighters there is a full-time Fire Captain, Chief, and Department Administrator who work weekdays.

During 2009 we moved forward with filling the remaining open shifts overnight when only one full-time firefighter was on duty with a per-diem firefighter to provide 2 firefighters on duty 24 hours a day 7 days a week.

On-Call Firefighters – Over the last year we have decreased the number of Call Firefighters by 2 due to attrition, bringing us to 16. We currently do not have any Call Firefighters in training due to budget reductions that resulted in eliminating funds to pay for hiring costs.

There are 5 Call Firefighters that are unable to perform all functions including driving apparatus or operating specialized equipment due to lack of total training. This creates difficulty when responding to calls at times as we have to wait for trained firefighters to drive and operate the apparatus. Trained Call Firefighters are needed to assist when we require more than the two on-duty firefighters.

Shortage of fully trained Call Firefighters continues to be our largest problem, and has been made worse by budget reductions. There is a strong need to reinstate the funding for hiring of call firefighters as we have had 3 leave during the second half of the year and we need them replaced. The shortage of Call Firefighters places a burden on the full-time firefighters which results in increased overtime costs. Less fully trained Call Firefighters also puts more requirements on the remaining Call Firefighters.

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

Solution to the staffing problem: During 2009 we have had 6 individuals that have expressed interest in the fire department as Call Firefighters. 2 specifically wanted to be EMTs and work on the ambulance, one was looking for full-time employment and the other was interested in being an

EMT on-call. As noted above we have a need for Call Firefighters. Our current staffing allows for 90% of all ambulance calls to be staffed with the two duty firefighters. We do not currently have a need for non-firefighters to work the ambulance based on this model.

The remaining 4 that have expressed interest in being a Call Firefighter has resulted in sending them information and only one that has expressed a strong interest in moving forward. When this one individual finally decided to move forward the Town had put a freeze on spending and subsequently reduced the FY10 budget by \$29,000. Unfortunately the reductions in the budget impacted the hiring of Call Firefighters.

The \$29,000 reduction for FY2010 was in addition to a \$20,000 reduction taken at the Annual Town Meeting when the Fire Department budget was set. The \$20,000 reduction came out of excess payroll that is typically unused and available for paying call firefighters, but with the reduction of call firefighters and the reduction in the number of calls they respond to had left an excess that could be removed without hurting the Fire Department Budget.

The \$29,000 reduction was not as easy to accomplish and required making decisions based on priority setting. First we must meet all contractual obligations, adhere to all legal requirements, maintain safety, and maintain equipment to keep our current insurance rating of 9/4. Therefore the \$29,000 was taken from items that would not impact these priorities, and resulted in cutting training in half and removing the costs associated with hiring new Call Firefighters.

Unlike previous years we has not done any public education to attract new Call Firefighter as a result of budget cuts. It is not know if funding will be restored for FY11 and if not we run a very high risk of continued attrition and therefore Call Firefighter reductions.

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

Department Training: Unfortunately we have had to reduce our training from 24 paid drills per year to 12. This is a step backwards to when we had only 12 paid trainings per year a few years ago. We had increased our training to 24 after Firefighter McNamara of Lancaster died in a fire and the Selectmen wanted to boost our training to reduce the risk of a firefighter losing their life in a fire. Although there is not an immediate impact of reducing training, the \$29,000 budget cut that resulted in cutting the training in half will eventually impact the skill level of firefighters and increase our risk for injury.

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

NIMS Compliance: The Fire Department complies with the NIMS Training requirements for 2009.

Service Delivery:

The Fire Department is only here for one purpose and that is delivering services. Through 2009 budget cuts had not affected service delivery. The Fire Department budget at this point cannot incur further budget cuts without impacting services.

It is our goal to provide the best possible customer service with regard to the delivery of Emergency Medical, Fire Suppression, Hazardous Materials, Technical Rescue, Fire Investigation, Public Fire Safety Education, Fire Prevention, and Specialized Community Services. The Department is service driven and we appreciate the feedback during the year to assist us in

knowing how well we are delivering these services. Residents are encouraged to visit the station or contact the Chief of the Department at any time to inquire about the department and get answers to their questions.

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

The lack of on-call firefighters impacts our ability to deliver services. Generally this means that there is a delay in response waiting for additional on-call firefighters to arrive. This is especially true when we have multiple emergencies at one time, but budget reductions taken in FY2010 will also have an impact on hiring Call Firefighters to replace those that leave.

EMS:

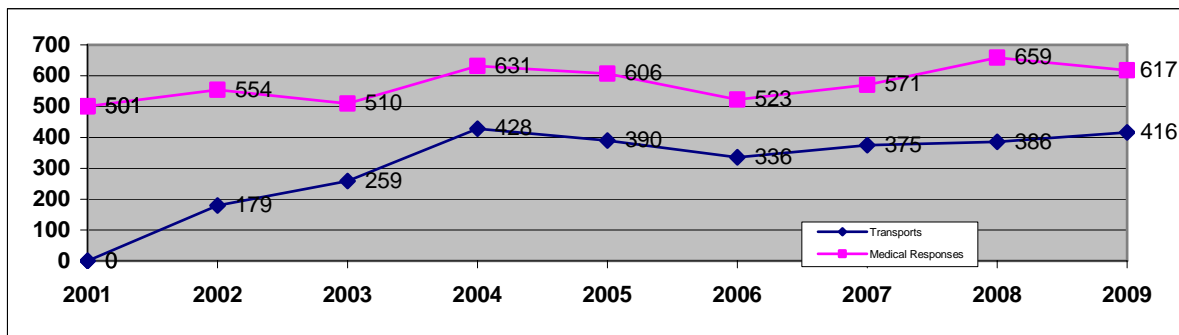
Emergency Medical Services – Over the last year 54% of the Department's responses are Emergency Medical in nature. This includes responding to all 911 calls for in-house medicals as well as personal injury accidents including motor vehicle accidents, which often require the assistance of firefighters to assist and address other hazards.

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

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

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

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



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

detailed ambulance report containing statistics and finances is provided to the Selectmen on a monthly basis.

On days when we do not have a second full-time firefighter on duty a per-diem Firefighter/EMT is hired to work and is paid from the Ambulance Budget. This Firefighter/EMT provides both ambulance services and fire services during these hours.

We have been utilizing ambulance receipts to pay off the 2007 Ambulance Bond at an accelerated rate. During 2010 we will pay off the Ambulance Bond two years early. Due to the number of back to back calls having increased over the last year and not having the ambulance in service when being worked on, it is recommended that the current ambulance be kept as a back up when a new ambulance is purchased in the new few years. This will provide better service to the second emergency and prevent lost revenue. In addition, this change will be easily done as we have the Rescue set up as a Class V ambulance that can transport if a back up ambulance is available. If we keep the older ambulance we have all the equipment needed to transfer to outfit the ambulance without extensive additional costs.

ALS/Paramedics - We have been operating at the ALS/Paramedic level since the fall of 2007 to provide the highest level of patient care. There are times when our Ambulance is tied up and we have a second medical call. During these times we respond, but have to wait for another ambulance to arrive that takes about 12 minutes on average.

2010 will start our third year of operating at the Paramedic level. We currently have 4 full-time paramedics with one scheduled to work each shift. During our third year of operation when a full-time paramedic is not scheduled to work we will be required by the State to schedule another paramedic. Future funding for this will be paid for from ambulance receipts.

The ambulance receipts are currently paying for another full-time firefighter to obtain his Paramedic certification during 2010.

Fire Prevention, Suppression and Response:

Over the years we have seen an increase of State Laws that require the Fire Department to perform inspections. Although these additional requirements improve public safety, they do have an impact on the Fire Department staff. We have complaints from the public from time to time regarding our need to reschedule due to being tied up with an emergency. Since we do not have dedicated inspection personnel and utilize duty firefighters, we ask the public for understanding when we need to reschedule.

ISO (Insurance Rating) - The Fire Department maintains an ISO Fire Insurance Rating of 4/9. The ISO rating is utilized by many insurance companies to set fire insurance rates for residents and businesses. The rating of 4 places Westminster on a par with 6.9 percent of communities across the country. Just 10.3 percent of cities and towns nationwide are rated between one and four on a nine-point scale. Only 3.9 percent of communities in the country have a better rating than Westminster. The 4 rating is for parts of the community protected by town water and the 9 are for those sections of town that are not on the water system. There are many factors that are included in the rating including staffing levels, water flow, training, and alarm systems. We have a firefighter working with ISO to update their records of Westminster as a review during 2009 found the water supply map to be inaccurate.

Homeowners should check their insurance policy and look for the fire insurance rating and if they have questions contact the Fire Department to determine what ISO Classification area they are in.

The 4 rating on our policy provides the lowest cost for fire protection of your property in Westminster.

Water Supply for sub-divisions - The Fire Department has a regulation for new sub-divisions that require fire hydrants for fire protection. If hydrants are not provided on the public water system we require underground cisterns to supply the water for firefighting the immediate area.

These cisterns meet the criteria as a fire hydrant for insurance purposes. One of our firefighters is working to assess our hydrants, dry hydrants and this cistern in order to determine what residents in the area of these water sources may qualify for the reduced rating from a 9 to a 4. We hope that this review will assist the residents in the area with reduced fire insurance costs in the future.

Fire Alarm/Monitoring – Since 2006 the Fire Department has been using a wireless Fire Alarm system to monitor buildings in town. We currently have 52 locations we monitor and in addition to monitoring Fire Alarms we also monitor burglar alarms and special alarms for town facilities. The system works very well and provides early information about where the alarm is coming from within the building when newer alarm panels are installed. This way the firefighters are better prepared before they arrive.

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

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

Fire Investigation - The Westminster Fire Department continues to have 2 highly experienced fire investigators that ensure that all fires are investigated completely and when needed files charges against suspected arsonists. This has resulted in arrests, convictions, probation, and the reimbursement in court awarded funds to the town for costs related to the investigation of fires and explosive devices. The efforts of the fire investigators have resulted in reduced arson resulting in stolen vehicles dumped and ignited from other communities. In addition, the town has benefited from court ordered community service. Funds are returned to the Town's General Funds for inclusion in future years expenditures.

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

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

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

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

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

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

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

Our senior citizens are considered an “at risk” population for injury and to address this we have continued to offer assistance through programs we offer through partnership with the Council on Aging. We also offer assistance to seniors with the installation of self purchased smoke and carbon monoxide detectors for their increased safety. Anyone wishing assistance can call the department to arrange an appointment.

Over the year we have worked with many businesses in the community performing inspections and assisting with answering questions. We look to develop cooperative relationships with businesses to assist them with their safety programs, such as fire extinguisher training, participating in safety drills, and assisting with emergency preparedness. Businesses interested in available programs are asked to contact the fire prevention office for available programs.

Specialized Community Services:

CPR/First Aid - We provide the public with Community CPR & First Aid. The ongoing need from town businesses, community groups, organizations, and the general public for CPR and First Aid classes has been a large part of our life saving education. During the year we trained about 70 people in these important life safety courses. These classes are delivered at little to no cost other than the cost of cards to businesses, organizations, community groups, and general public from Westminster.

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

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

Event Planning - The Department consults on event management venues in town. The Fire Department has developed unique skills to coordinate large multi-jurisdictional resources through managing large incidents and attending training. Any business or civic group interested in assistance in event planning should contact the department. Our assistance helps with planning a safe event for the public. During the Town's 250th Anniversary we worked with the State Department of Fire Services to set up their mobile command center to coordinate the parade activities. On a smaller scale we worked with the 250th Talent Show organizers to assist with radio communication the night of the event.

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

Department Equipment:

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

Rescue Truck (R1) (2000) American LaFrance. This vehicle provides EMS (Emergency Medical Services) and Fire Rescue services to the town and is in good condition and it will need some body work in the future to keep it in its current condition. It is licensed as a Class V Ambulance (back-up ambulance)

Ambulance 1 (A1) (2007 Ford Ambulance) Horton. It is used to respond to Emergency Medical calls and transport patients to the hospital. The vehicle is in excellent condition.

Engine 1 (E1) (1999 Class A pumper) KME. It carries 1000 gallons of water and Class B foam to fight flammable liquid fires, and is in very good condition. Although there is some corrosion we are looking to pay for this work out of the department's budget.

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

Engine 4 (E4) (1990 Class A Pumper) KME. It carries 1000 gallons of water, and is in good condition for a mid-life vehicle. We obtained \$45,000 at the May 2009 Annual Town Meeting to refurbish some of the vehicle. The original request of \$90,000 to refurbish the entire vehicle was reduced to assist with finances due to the recession. Although we will be fixing some safety problems and abating corrosion with the funds appropriated it still needs more work in the future. Since the vehicle lacks many safety standards required for new vehicles repair or refurbishment would not address these issues and only a replacement will solve this out of date vehicle problems from a safety perspective.

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

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

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

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

Breathing Apparatus: The breathing apparatus are fully compliant and inspected and tested yearly. In the future we will need to plan on replacing the carbon wrapped bottles that carry the air as they have a limited life expectancy.

Station:

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

Due to problems with the prevailing wage laws in the State we have been unable to fund improvements where the firefighters do the work. Costs to make improvements although funded were unspent and returned as the prevailing wage law requirements caused the cost of the project to double in cost.

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

Contact Information:

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

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

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

Appointments: During normal office hours or by special appointment

E-mail: firechief@westminster-ma.gov

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

General:

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

Firefighting work is labor extensive and the Captain along with the 6 full-time firefighters we currently have working shifts alone can not meet the demands of the job by themselves. It actually takes a minimum of 16 firefighters to initially fight a house fire. The few full-time firefighters can not safely do their jobs without call firefighters. As the call firefighters ranks have declined the town has been put in the position to increase the number of full-time firefighters to offset the trend and ensure that the work can get done.

The Fire Department is put in a difficult situation because of the lack of call firefighters. Residents do not want their taxes to go up but on the other hand we do not see the public willing to become call firefighters to help solve the problem.

The problem we have is that the trend of attracting new call firefighters has not changed much over the years. With all the press and discussion about increased taxes we have not seen any new call firefighters complete the training and help turn the tide of the problem.

Therefore I must write what I have written in the past.

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

It takes a special group of men and women that demonstrate an unselfish willingness to serve the Town to deliver the Fire Department’s services. The few highly dedicated skilled call and full time

firefighters that comprise the Department are responsible for the day-to-day operations. They have done a wonderful job of working with the community to deliver excellent services that have improved each year. They have my respect for the commitment and dedication they demonstrate. We welcome you to visit your Fire Station and meet the men and women who stand ready when emergencies occur.

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

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

Respectfully Submitted,

Chief Brenton W. MacAloney

EMERGENCY MANAGEMENT

I am pleased to submit the following Annual Report for the calendar year 2009 for the Westminster Emergency Management Department. Brenton W. MacAloney, Emergency Management Director

**Overview:**

Emergency Management work is mainly comprised of interfacing with State and Town officials/boards/departments as well as local groups and businesses providing guidance and planning for emergencies. From time to time it is necessary to develop policies procedures and guidelines, provide status during an emergency, evaluate and track emergencies or potential of emergencies. We also train and equip emergency management personnel and in the event of a declared emergency respond to the emergency and coordinate the mitigation process.

Jeffrey Curtis is the Deputy Emergency Management Director. For the past year and a half he has taken training and met regularly with the Director to plan and review requests and plan for events. The Town's 250th Anniversary during 2009 provided the ability for Emergency Management to assist at a number of events such as the fireworks and parade. Every year Emergency Management personnel assist with the Elementary School Evacuation Drill and Halloween Bon Fire.

Ice Storm of 2008 reports: The Ice Storm of December of 2008 required a number of reports from town departments in order to apply for reimbursement. The bulk of this work took place in early 2009 and continued through the year pending work completion and payment from FEMA. The DPW had the majority of the work managing contracts for tree debris removal, and cleaning of "hangers and leaners" (branches) from trees.

The storm brought up a number of examples where residents were ill prepared for this disaster. Houses did not have a wired phone that did not run on power or batteries and even if they had phone service could not make or receive calls, as cell phone service was limited. Many people did not have any battery operated portable radios to be able to listen to the news. **Residents are expected to have sufficient supplies to be able to sustain 72 hours prior to obtaining outside assistance.**

Emergency Management reported to the Selectmen on the following recommendations that were determined to be needed in the future

There were a number of issues that came up as a result of the Ice Storm that should be addressed in the future. The more important ones that should be addressed in the short term include migrating the DPW to a UHF radio system so they have been communication with other departments, installed generators at radio buildings such as the Meetinghouse School, Town Hall and Senior Center, having sufficient supplies to open a shelter with at least 30 town owned cots, finding and training shelter workers with maintaining a way to contact volunteers when needed. These are only a few of the total suggestions that have come out of the review of the event and response. I urge the public to consider these suggestions in future appropriations.

- **Backup Power**

1. Ellis Road Radio building (high priority)

- a. Status: The Police, Fire, and DPW shared the cost and purchased and installed a backup generator for the radio building.
- 2. Academy Hill Radio building (high priority)
 - a. Status: Pending funds to address need
- 3. DPW (high priority)
 - a. Status: Pending installation of new radio system
- 4. Meetinghouse School (medium priority)
 - a. Status: Pending funds to address need
- 5. Town Hall (medium priority)
 - a. Status: Pending funds to address need
- 6. Senior Center (medium priority)
 - a. Status: Pending funds to address need

○ **Radio/Communication equipment**

- 1. Replace both Fire and Police radio voter/comparator with one that is digital and allows for battery backup and remote management (medium priority)
 - a. Status: building now has backup power correcting part of the problem.
- 2. Look at replacing voter stations with radio linked connections using cell tower on South Ashburnham Road that has automatic power backup (medium priority)
 - a. Status: evaluating feasibility
- 3. Look into the feasibility of upgrading Police and Fire repeaters to provide for better remote management. (low priority)
 - a. Status: further future evaluation needed
- 4. Secure spare parts to allow for Police, Fire and DPW systems to be put back on line if there is a failure. (medium priority)
 - a. Status: under evaluation
- 5. Upgrade DPW to a UHF repeater system to allow them easy communication with Fire and Police. (high priority)
 - a. Status: Funded at 2009 Annual Town Meeting – installation in process
- 6. Add Knox Box to Radio building (high priority)
 - a. Status: Complete
- 7. Install radio tower at Academy Hill Barn to get antennas over top of trees to be able to better utilize the town's UHF radio system keeping general government, Emergency Management and special operations off the Fire and Police radios (high priority)
 - a. Status: Pending available funding
- 8. Add backup batteries to all radios (high priority)
 - a. Status: In process as funding exists
- 9. Upgrade Fire Department cross band repeater and move to Ellis Road. (medium priority)
 - a. Further future evaluation needed
- 10. Set up Academy Hill as a backup location for Fire, Police, and DPW if we were to lose the ability at Ellis Road. (medium priority)
 - a. Status: combined with #11
- 11. Install back up radios for Police, Fire and DPW at DPW as alternate EOC (medium priority)
 - a. Status: being addressed in #10
- 12. Install radio tower to get antennas over top of trees (high priority)
 - a. Status: funded and being installed
- 13. Install Town UHF radio at senior center (medium priority)
 - a. Status: Permission granted by Mart to program their radio with town channel.
- 14. Install Town UHF radio in Mart Bus (if allowed) (medium priority)

- a. Status: permission granted by Mart to program their radio in vehicle to include town channel.
- 15. Replace refrigerator at EOC (Public Safety Training building) that died last year (medium priority)
 - a. Status: received donated used refrigerator from State
- 16. Purchase 10 portable UHF radios to be used by volunteers or town employees during emergencies. (high priority)
 - a. Status: Pending available funds
- 17. Purchase low power radio station to allow the public to hear updates from community leaders on what is going on. (high priority)
 - a. Status: Pending available funds
- 18. Develop way to link wireless modem to e-mail server for e-mail access if cable is down. (high priority)
 - a. Status: Project complete
- 19. Install Digital TV antenna on Public Safety Building to receive TV stations if cable is down (high priority)
 - a. Status: Pending available funds
- 20. Purchase one Message sign Board (high priority)
 - a. Status: PD received one donated from Central Region Homeland Security Funds

Shelter Supplies

- 1. Shelter start up kit/supplies (all the following are high priority)
 - a. Status: expected to receive donated shelter start up kit from National Grid
- 2. 30 Cots/cot linen (high priority) for shelter
 - a. Status: Pending available funding
- 3. 30 personal hygiene kits for shelter
 - a. Status: Pending available funding
- 4. Have hot water for showers in gym added to generator at shelter
 - a. Status: pending evaluation
- 5. Secure 30 Towels and hand cloths at shelter
 - a. Status: pending available funds
- 6. Have phone system at school added to generator at shelter
 - a. Status: Pending available funds
- 7. Privacy Screens for shelter
 - a. Status: Pending available funds
- 8. First aid kit and related equipment and supplies – some people did not bring their own items. (hand sanitizer, gloves, blood testing kits, blood pressure cuff, thermometers, masks, CPR items.
 - a. Status: Board of Health to supply in future
- 9. 30 additional blankets for shelter
 - a. Status: pending available funds
- 10. 30 Pillows for shelter
 - a. Status: pending available funds
- 11. Spare clothing for shelter
 - a. Status: pending available funds
- 12. Secure space for Emergency Management Items
 - a. Status: Currently using 3rd floor of Town Hall.

CEMP: The Town's Comprehensive Emergency Plan is the all hazards plan that is in place to guide resources to respond to various types of emergencies in town that is maintained by Emergency

Management. This includes floods, hazardous materials releases, blizzard, and ice storms as examples. On a day-to-day basis the various Departments such as Public Works, Police, and Fire all have operation plans and abilities to deliver an emergency response.

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

Accomplishments:

In addition to the follow up work on the 2008 Ice Storm and the Town's 250th Anniversary, the Homeland Homeland Security planning continues to drive a large part of Emergency Management time and energy. Communication through meetings, e-mail, US Mail, and phone calls consume a significant amount of time. The need to stay abreast of Homeland Security issues and potential and assess the possible impact on the community is now daily. Questions from the public, as well as State and Federal agencies are a regular event. Overall Emergency Management requires over 10 hours a week.

The following are examples of significant activities over the last year

1. Regular meetings with between EMD and Deputy EMD
2. Assisted with regional CERT (Citizen Emergency Response Team) Training in Gardner
3. Secured new/replacement Emergency Management resources during the year.
4. Attended Emergency Management training.
5. Attend Homeland Security Training
6. Attended Emergency Management meetings
7. Communicate with MEMA with regard to correspondence, surveys, meetings and phone inquiries and expected weather emergencies.
8. Emergency Management personnel responded or monitored emergencies over the last year, including weather events and other smaller emergencies.
9. Emergency Management personnel participated in assisting planned events such as the school evacuation drill, Annual Town Bon Fire, 250th Anniversary events
10. Participated in the review and revision of the School Emergency Response Plans
11. Maintained mutual aid agreements with surrounding towns for Fire and EMS services if needed.
12. Made improvements to the Town's UHF repeated radio system for use by the general government and Emergency Management.
13. Continued to provide Reverse 911 public notifications.
14. Maintained communication with State Agencies associated with the HHAN Emergency Notification Network.
15. Answered public questions on emergency preparedness.
16. Answered surveys and requests for information from various agencies.

Pending Activities:

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

1. Continue to address increased security around the public safety facility
2. Continue to address list of recommendations that came up as a result of the 2008 Ice Storm
3. Complete EOC radio operations for Fire, Police, and DPW
4. Secure more Emergency Management volunteer resources
5. Continue general training of Emergency Management Personnel
6. EOC drill/s need to be performed to determine effectiveness of plans
7. Updates as needed to the CEMP on State Computer as eCEMP
8. Program town employees into Reverse 911 System to assist in recalling them during an emergency.
9. Program Reverse 911 system to notify residents for specific reasons by areas of town during emergencies.

Personnel:

In addition to the Emergency Management Director, Emergency Management has the following volunteer positions filled: 1 Deputy Emergency Management Director, 1 EOC Coordinator, 3 Radio Operators, and 5 Support personnel. Emergency Management continues to seek out interested residents that will be willing to volunteer to train and become part of the Emergency Management team. Volunteer positions needing to be filled include, Shelter Management, Assistant Shelter Management, Shelter Coordinators, Assistant EOC Coordinator, EOC/Shelter Security, EOC Technical Operations, Training Coordinator, and Public Information/Media Relations. Each position requires some level of training based on experience and willing to attend quarterly meetings to review procedures and participate in emergency situation training. Training is available at the State and Federal Level generally free of charge. Interested residents are asked to contact the Emergency Management Director.

All volunteers are provided jackets, hats, and ID badges for identification for training events and emergencies.

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

Equipment:

Issued Equipment: Emergency Management personnel are issued an emergency radio pager that can be activated when they are needed, and a portable radio to coordinate between themselves and other departments.

Other Equipment:

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

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

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

Training:

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

- IS700a is at <http://www.training.fema.gov/EMIWeb/IS/is700a.asp>
- ICS100 is at <http://www.training.fema.gov/EMIWeb/IS/ICS100A.asp>

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

Only a couple of the Emergency Management volunteers have chosen to take the required IS700 and ICS100 NIMS training. The Federal and State Governments have mandated the training for everyone and at some point training compliance by Emergency Management volunteers may be an issue for the Town.

General:

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

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

Respectfully Submitted,
Brenton W. MacAloney, Emergency Management Director

REPORT OF THE DEPARTMENT OF PUBLIC WORKS

We submit the following Annual Report for the year 2009.

HIGHWAY DEPARTMENT

On September 26, 2009, the newly constructed bridge on Battles Road was dedicated in the memory of Preston D. Baker. Preston was elected Water and Sewer Commissioner from 1992 to 1998 and appointed Public Works Commissioner from 1998 to 2008. Preston got his start with Public Works when he worked for the Department during his teenage years. Many of Preston's family, friends, work colleagues, and the public attended this dedication. Ms. Lorraine Emerson and Mr. Wayne Walker offered kind words and memories of Preston at the dedication. We would like to thank Mr. Marcus Moran for his generosity in providing refreshments, flags, and flowers.



The total snowfall for the 2008/2009 winter season was 83.3". There were 23 snow related storms and 2 ice related storms. The heaviest snow fell on March 1 & 2, 2009 which produced 11.0" of snow. Snowfall rates for this storm were 1 to 3 inches per hour with poor visibility.

On December 11 & 12, 2008, the Town experienced a major ice storm producing ice, in amounts up to 2 inches, which caused much damage to trees and utility lines. Department of Public Works employees as well as private contractors performed the initial storm response/cleanup, i.e. opening the roads, for the Town. The total cost of the initial response/cleanup by the Department of Public Works was \$346,945.84. The Department of Public Works contracted out for the ground cleanup as well as the removal and disposal of hazardous trees and hanging limbs within Town right-of-ways. Residents were allowed to deposit storm related brush/woody debris to the Town right-of-way for removal and disposal by the Town. The total cost of the ground cleanup, which resulted in the removal of 7,655 tons of woody debris, was \$918,200.73. The total cost of the removal and disposal of the hazardous trees and hanging limbs, which resulted in the removal and disposal of 651 trees and 6,450 hanging limbs, was \$522,365.35. The storm related costs were eligible for Federal Emergency Management Agency (FEMA) reimbursement up to 75%. The Department of Public Works submitted reimbursement documentation to FEMA for the storm cleanup costs. The Town will receive \$1,340,633.94 for these costs.

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

MASSACHUSETTS CHAPTER 90 STATE AID FUNDS

Massachusetts State Aid funds were used for the following projects:

Cracksealing – \$100,000.00, Roads that were cracksealed: Batherick Road, Bean Porridge Hill Road, Betty Spring Road, Edro Isle, Kirali Court, Knower Road, Laurie Lane, Leominster Street, Mark Newton Road, Needham Road, Newcomb Road, Newton Road, North Common Road, Oakmont Avenue, Patricia Road, South Ashburnham Road, South Street, Turnpike Road, Washington Drive.

Reclamation – \$12,469.89, North Common Road (East Gardner Road to Oakmont Avenue).

Pavement Mangement Update – \$15,000.00, update current management software and perform road surveys.

TOWN FUNDS

Pavement Milling

Oakmont Avenue - 840 square yards
S. Ashburnham Road - 21,410 square yards

Paving

Barrel Road - 5,400 feet (1 ½-inch top course)
North Common Road - 3,200 feet (2 ½-inch binder course & 1 ½-inch top course)
Oakmont Avenue - 280 feet (Leveled & 1 ½-inch top course)
S. Ashburnham Road - 6,560 feet (Leveled & 1 ½-inch top course)

Berm Installed

North Common Road - 2,150 feet

Drainage Improvements

Academy Hill Road - 650 feet 10-inch High-density polyethylene (HDPE) pipe
5 new catch basins

North Common Road - 325 feet 12-inch High-density polyethylene (HDPE) pipe
45 feet 10-inch High-density polyethylene (HDPE) pipe
4 new catch basins

Catch Basin/Manhole - Repaired/Replaced/Adjusted

Barrel Rd. – 4 catch basins, Ellis Road – 27 catch basins & 22 drain manholes, North Common Road – 26 catch basins & 12 drain manholes, Oakmont Avenue – 3 catch basins, South Ashburnham Road – 5 catch basins & 2 drop-inlet basins.

Traffic Line Markings

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

Crosswalk and Stop Bar Markings

Adams St., Bacon St., Bolton Rd., Brooks Ave., Carter Rd., Church St., Eaton St., Frog Hollow Rd., Knower Rd., Main St., Mile Hill Rd., Nichols St., Notown Rd., South St., West Main St., Woodland Dr.

Street Sweeping

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

Brush Cutting

Brush was cut on the following Town Roads:

Bacon St., Barrel Rd., Batherick Rd., Bean Porridge Hill Rd., Betty Spring Rd., Bragg Hill Rd., Davis Rd., Dean Hill Rd., East Gardner Rd., Ellis Rd., Fred Smith Rd., Hager Park Rd., Harrington Rd., Knower Rd., Leominster St., Mile Hill Rd., Minott Rd., North Common Rd., Notown Rd., Oakmont Ave., South Ashburnham Rd., South St., Town Farm Rd., Turnpike Rd., Village Inn Rd., Waterman Ln., Whitmanville Rd., and Wyman Rd.

The Highway Department paved the roads in Mt. Pleasant and Woodside Cemeteries with 3/8-inch Bituminous Concrete using the Department's paving machine. This was funded from Article 34 of the May 2, 2006 Annual Town Meeting.

Article 25 of the May 2, 2009 Annual Town Meeting provided funds to purchase a six (6) wheel dump truck with sander. The truck chassis with trade was purchased from Ballard Mack Sales & Service, Inc. of Worcester, Massachusetts. The dump body was purchased from Taylor and Lloyd, Inc. of Bedford, Massachusetts.

WATER DEPARTMENT

There was 1 new service connected to the distribution system during the year. The number of service connections is now 1,186.

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

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

There were 3 water main repairs and 10 service leaks/repairs during the year.

There were 4 hydrants replaced/repaired during the year.

WATER CONSUMPTION DATA

MONTH	GALLONS	MONTH	GALLONS
January	9,423,818	July	12,910,065
February	9,307,696	August	14,469,998
March	10,861,468	September	12,488,947
April	9,647,300	October	12,510,541
May	11,759,961	November	11,885,387
June	11,929,680	December	11,087,659

TOTAL 2009 CONSUMPTION = 138,282,520 GALLONS

Average Daily Consumption =	378,856 gallons	
Largest Daily Consumption =	August 18, 2009	680,231 gallons
Largest Weekly Consumption =	August 16 – 22, 2009	3,541,523 gallons

WATER DEPARTMENT COMPARATIVE TABLE

CALENDAR YEAR	TOTAL (GALLONS)	LARGEST DAY (GALLONS)	LARGEST WEEK (GALLONS)
2004	129,025,300	869,000	3,096,000
2005	131,839,200	644,000	3,695,000
2006	102,872,500	646,000	2,647,000
2007	109,655,521	889,000	2,845,000
2008	124,118,507	602,487	3,228,945

SEWER DEPARTMENT

There were 3 new services connected to the collection system during the year. The total number of service connections is now 720.

During the year, 71,987,743 gallons of sewerage passed through our system and into the City of Fitchburg collection system.

SEWER USE COMPARATIVE TABLE

CALENDAR YEAR	GALLONS TO FITCHBURG
2004	49,184,840
2005	64,114,230
2006	53,386,980
2007	53,488,607
2008	53,704,411

Article 27 of the May 2, 2009 Annual Town Meeting provided funds to purchase a pickup truck. The pickup truck with trade was purchased from MHQ of Marlborough, Massachusetts.

SOLID WASTE DEPARTMENT

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

488 drop-off permits to dispose of special fee items were issued totaling \$9,954.00.

DROP-OFF PERMIT COMPARATIVE TABLE

MONTH	DROP-OFF PERMITS ISSUED					
	FREON ITEMS	TIRES	MATTRESS	PROPANE TANKS	CRT's (TV's)	NON FREON
JANUARY	1	4	3	-	14	4
FEBRUARY	1	4	10	1	12	1
MARCH	4	-	5	-	13	2
APRIL	10	3	14	2	11	5
MAY	11	-	8	1	20	6
JUNE	4	2	9	1	13	10
JULY	7	3	12	3	22	6
AUGUST	10	8	12	3	18	8
SEPTEMBER	10	11	13	6	12	3
OCTOBER	9	14	4	1	16	9
NOVEMBER	5	2	13	-	15	2
DECEMBER	1	2	8	-	11	-
TOTALS	73	53	111	18	177	56

Respectfully submitted,

WESTMINSTER PUBLIC WORKS COMMISSION

Lorraine J. Emerson, Chairman
 Brian R. Fluet
 Alan E. Bedard

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

William D. Ahearn
 Highway Superintendent

Robert N. Hill
 Water/Sewer Foreman

BUILDING DEPARTMENT

The following is the report of the activities of the Building Department for the calendar year 2009:

PURPOSE OF PERMIT	# OF PERMITS	CONSTRUCTION VALUE
Residential		
One family dwellings	8	\$2,559,250.00
Two-family dwelling	1	766,000.00
Additions & alterations	128	2,265,672.00
Garages	4	132,500.00
Accessory buildings	10	104,255.00
Swimming pools	4	60,000.00
Non-residential new construction	3	242,000.00
Non-residential additions/alterations	7	988,950.00
Demolition	6	2,500.00
Other	48	127,800.00
TOTAL	219	\$7,248,927.00

FEES COLLECTED IN C.Y. 2009

Building permits	219	\$70,048.00
Plumbing/Gas permits	157	10,550.00
Wiring permits	207	13,805.00
Other fees	14	1,035.00
TOTAL	597	\$95,438.00

2009 TOWN PLANNER/PLANNING BOARD REPORT

INTRODUCTION

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

Andrew J. Sears, Chairman	2012
Marie N. Auger, Vice Chairman	2011
Claude Leblanc	2011
M. Donald Barry	2010
Roy J. Urban	2010

From January to October, Marie Auger served as an interim planning coordinator and provided staff support to the Planning Board. In October, the Town hired its second Town Planner, Domenica Tatasciore, to staff the Planning Board and to provide professional staff assistance.

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

DEVELOPMENT OVERVIEW

The Planning Board reviews all subdivisions for conformance with the Subdivision Control Law and The Rules and Regulations Governing the Subdivision of Land in Westminster. In addition, the Planning Board is the special permit granting authority for Cluster Development. The Planning Board also reviews industrial/commercial and multi-family residential site plans. The following is a project update of 2009:

- The Planning Board decided to cash in the performance guarantee (bond totaling \$70,782) for Rebanna Road from Webster Bank since the developer has defaulted on the project. The remaining money was used to pay for the final topcoat and other drainage issues.
- The Planning Board met with Junaid Yasin from Ansar Solar, Bob Hakala, Dave Pogorelc and Chuck Scott regarding the solar farm project at Westminster Business Park. Located on 40 acres, 6,000 PV panels will deliver 7 MW.
- The Planning Board voted to extend the time to start construction for the Deer Run/Pheasant Ridge Subdivision by 2 years.
- The Planning Board voted to allow Peter Normandin to lease his 2nd floor, located at 71-79 Main Street, to a church without a plan amendment. It was noted that nothing in his site plan or in the C-III zoning district would prevent that use, or even require an amendment to his plan.
- A cell tower was proposed by AT&T in the ski area parking lot #3 off Mile Hill Road.
- The ZBA approved a cell tower off of Bacon Street in November.
- Engineer Steve Marsden presented the Planning Board with a new Brookside Woods Preliminary Subdivision Plan for a Cluster development with 34 lots on a boulevard roadway that is 1,450 feet in length and ends in a "T" with another 360 foot cul-de-sac to the north. His plan showed 124 acres of open space with individual wells and shared septic systems. The Planning Board offered Marsden the opportunity to withdraw his plan due to the fact that it has a shared septic system which is not allowed under the Board of Health regulations that went into effect on July 1, 2009. On August 24, 2009, the Board denied the preliminary plan based upon the letter from the Board of Health stating that they would deny the application for a shared septic system.

- Edward Dely from Needham asked the Planning Board about the possibility of developing a casino at the Westminster Business Park. The Board told Dely that he would need a use variance from the ZBA since that use is not currently addressed in the Zoning Bylaw.
- The Planning Board voted to waive Site Plan Review for a radio tower on the DPW site at Oakmont Avenue. The Board was informed that the DPW Director had already independently sent out notice to abutters and this satisfied them.
- Attorney Bovenzi, Peter Phillips and Jim Moriarty requested an extension of time to complete the roadway at the Harrington Heights subdivision. Bovenzi told the Board that the subdivision was approved 3 years ago with the stipulation that the roadway be finished within 2 years but this could not be achieved due to the downturn in the economy. Bovenzi said that Fidelity bank currently holds \$58,517 in surety in order to complete berming, topcoat and street trees. The Planning Board voted to extend the time to complete the subdivision until November 9, 2010.

APPROVAL NOT REQUIRED PLANS

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

The following ANR plans were endorsed in 2009:

- Lenard Engman created four ANR lots off Bragg Hill Road. His house is on lot 3 and has 72.8 acres to the south shore of Muddy Pond.
- Patty Leonhardt for three-lot reconfiguration on Davis Road. These lots were granted a variance last year.
- Chuck Scott to move a lot line at Lot 6 on Theodore Drive. This lot line moves laterally alongside Syd Smith Road and is done in order to accommodate the solar farm.
- Eleanor Lucander to move one lot line 25 feet over on her property on West Princeton Road.
- Gene LeBlanc at 39 Carter Road; existing lot divided into 3 lots. The existing house has town water and sewer.
- Steve Ballard from Whitman & Bingham presented ANR plan on Narrows Road that is to be conveyed to the Williams Family.
- Ed Simoncini had an ANR that created four house lots fronting on Minott Road and Whitney Street. Simoncini told the Board that this was the same plan that he presented to them a year ago – the variance that had been granted by the ZBA had not been acted upon so the original approval had lapsed.
- The Town of Westminster/Westminster Historical Commission regarding the Upton Building on Academy Hill Road. The ZBA had already granted the Commission the necessary variances.
- Walter Rojcewicz regarding 156 East Road to divide his lot so that 68 acres of his land to the rear of his property be conveyed to the Commonwealth of Massachusetts.

GRANTS & RESEARCH

- On June 22, 2009, the Montachusett Regional Planning Commission (MRPC) and the Town entered in a Chapter 43D grant in the amount of \$16,400 to help improve the Town's Zoning Bylaw by making recommendations to insure that the Town's Industrial Zones and Commercial Zones are enhanced to further promote economic vitality in the community while improving the tax base. Specifically, MRPC will update the Table of Use Schedule and Dimensional Regulations in Industrial and Commercial Zones. This project has been extended for completion to February 1, 2010.

- Jamie Rheault from Whitman & Bingham undertook a Chapter 43D grant in the amount of \$24,500 to study the Route 31 town-owned parcel (a Priority Development Site). Wetland flagging showed an extensive wetland network on the property. A traffic study was done by PARE Corp. The results have not yet been finalized by the end of the 2009 calendar year.

ANNUAL TOWN MEETING MAY 2, 2009

The following Planning Board sponsored articles were presented and rejected at the May 2, 2009 Annual Town Meeting:

- To see if the Town will vote to amend the Zoning Bylaw of the Town of Westminster by adding an appropriately numbered section to create a Mixed-Use Overlay District, as on file with the Town Clerk, and copies of which are also available in the Planning Board Office.
- To see if the town will vote to amend the Zoning Bylaw of the Town of Westminster by amending the “Town of Westminster, MA Zoning Map” adopted on November 27, 2007, by incorporating a new Mixed-Use Overlay District (MOD) in the area of Simplex Drive; said area to include certain specified lots as shown on a map entitled “Proposed Zoning-Simplex Drive – MOD District Boundaries” dated January 29, 2009, which is on file with the Town Clerk. The following parcels are included in the Mixed-Use Overlay District:
Map 81, Lot 14
Map 80, Lot 1.1
Map 69, Lot 16

SPECIAL TOWN MEETING DECEMBER 1, 2009

- The Planning Board did not sponsor any articles at the December 1 Special Town Meeting.

Any planning questions or comments may be directed to the Planning Board or Domenica Tatasciore, Town Planner at (978) 874-7414 or dtatasciore@westminster-ma.gov.

I would like to take this opportunity to thank all of the members of the Town Boards /Committees/Department Heads, Town Hall staff, and dedicated committee volunteers for their continued support and cooperation in 2009 and for welcoming me to the Town Hall. The Planning Board would like to especially thank Marie Auger for her hard work as planning coordinator this past year.

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

BOARD OF HEALTH

Dr. Patricia Glover M.D. was voted the Chairman in November 2009. Ed Simoncini and Peter Munro complete the three member board. The Health Department's current staff is Health Agent Elizabeth Swedberg, known as Wibby, Assistant Health Agent Rita McConville, and Administrative Assistant Joyce Lucander.

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

It is the Board of Health's goal to preserve and protect the public health and environment, and promote health status improvement for the entire population of the Town of Westminster.

Animal Inspector: The Board appointed Eula Bradley as Animal Inspector for the town. The Animal Inspector's responsibilities include reporting the numbers of livestock including cattle, horses, alpacas, donkeys, rabbits, chickens, goats, sheep, etc. in the town to the Bureau of Animal Health in Boston. Eula also followed-up on any reports of wild animals that might be rabid such as foxes and skunks.

250th Anniversary: Westminster's 250th Anniversary gave the Health Agents many opportunities for educating community organizations and inspecting food venues at the various and multi-faceted events held throughout the year. At the Anniversary Parade the agents permitted in advance and inspected all the food booths open along the parade route as well as all the porta-johns and sink stations. The Board of Health worked with the Wachusett Medical Reserve Corps to set up, supply, and staff the First Aid Tent during the parade.

Farmer's Market: The Farmer's Market had a very successful second season. Residential Kitchen permits issued by the Board of Health increased from 5 permits in 2008 to 13 in 2009. Residential Kitchen Permits allow residents to make jams, jellies, and baked goods at home to sell at the Farmer's Market. The Agricultural Commission asked Wibby to give a seminar on the state regulations for Residential Kitchens and what agents look for in a home inspection.

NEW REGULATIONS

The Board reviewed and updated the septic regulations. The Board got input from engineers at the March 4, 2009 BOH meeting. A Public Hearing was held in the Selectmen's Chambers on April 1, 2009. The Board carefully weighed all of the input to finalize new Regulations for Subsurface Sewage Disposal Systems, Chapter 245, adopted August 19, 2009, effective September 1, 2009.

NEW FEES

The Board of Health had not raised their permit fees since 1998. In setting the new fees the Board assessed the staff-hours and materials necessary to provide the service applicable to the proposed fee. This entailed a lot of extra work but provides a consistent rationale for the fees. After several meetings the Board finalized the fees that affected the annual permits. Those new fees are effective January 1, 2010. The Board will be finalizing the remaining fees in early 2010.

EMERGENCY PLANNING/ H1N1 FLU CLINICS

Emergency Dispensing Site Plans: Health Agent, Wibby Swedberg, and Jim Garreff, Director of Nashoba Associated Boards of Health representing Ashburnham Board of Health had joint meetings

throughout the year with Dr. Michael Zapantis, Superintendent of Schools, Marcia Sharkey, Nurse Leader, and both towns Fire and Police Chiefs. The purpose was to investigate and then plan for a joint Emergency Dispensing Site (EDS) at Oakmont Regional High School in the event that all, or a large segment of the population would need vaccination or antibiotic distribution. Since traffic flow and parking at the high school could be very congested, one meeting was with the bus company to discuss plans for off site parking and using shuttle buses to transport residents to the EDS site.

H1N1 Flu Clinics: The H1N1 flu pandemic gave the Board of Health staff the opportunity to test some of the Emergency Plans. A joint H1N1 flu clinic with Ashburnham was held at Oakmont Regional High School on December 8, 2009. This gave both Boards of Health the opportunity to operate the EDS on a small scale.

Two (2) other H1N1 flu clinics were held in 2009 at Meetinghouse School, November 13, and at J.C. Briggs Elementary School, December 30. Many volunteers gave of their time to make the clinics a success. The Board of Health is especially grateful to the Ashburnham-Westminster School Nurses and the Wachusett Medical Reserve Corps (MRC) nurses for their service.

The state set up a simple mechanism for Boards of Health to receive compensation from Health Insurance Companies for each H1N1 flu vaccine administered. The amount reimbursed will go into the general fund.

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

PERMITS ISSUED FOR 2009

Septic Installers	35
Sewage Haulers	10
Motels and Inns	2
Bed and Breakfasts	1
Semi-Public Swimming Pools	1
Semi-Public Beaches	3
Selling Tobacco	9
Funeral Homes	1
Emergency Beaver Trapping Permits	3
Outdoor Hydronic Heater	1
Recreational Summer Camps	1
Tanning Establishment	1

FOOD PERMITS ISSUED

Food Service/ Restaurants (All Year)	36
Food Service/ Restaurants (Temporary & Seasonal)	14
Temporary food events/vendors	35
Residential Kitchen Permits	13

WELLS AND SEPTIC SYSTEM APPLICATIONS RECEIVED

Septic systems servicing new construction and repairs	34
Private Well Installations	14

PUBLIC SAFETY MONITORING

Beach Testing: The Crocker Pond Beach water is tested for E.Coli prior to the beach opening and weekly throughout the bathing season per state regulation. The beach would be closed if E. coli levels exceeded the Maximum Contaminant Level allowed. The test levels were continually excellent throughout the season as they have been in previous years. Wyman's Pond was also tested weekly beside the dam in previous years but was only tested twice the end of May due to budget restraints. The area beside the dam at Wyman's Pond was consequently posted as a "No Swimming" zone.

Food Inspections: The Commonwealth of Massachusetts requires a minimum of 2 inspections annually for each food establishment which includes restaurants, school kitchens, camps, concession stands, church kitchens, retail food markets, and the Senior Center. The Board of Health agents also inspected the Wachusett Mountain Ski Resort sponsored food events as well as all food vendors during the 250th Anniversary events including the parade and races.

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

Food Recalls: This past year many food establishments and retail food markets have experienced food recall notices such as for peanut butter products. The state asked BOH Agents to visit each establishment and market to check for and remove recalled products from the shelves.

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

LANDFILL

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

Landfill Annual Receipts:

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

Solid Waste Committee: The Landfill is scheduled to close in 2017. The Solid Waste Committee was re-established in 2008 with officials and Town Counsels from Westminster and Fitchburg and representatives from Waste Management to examine extending the life of the Landfill beyond the contractual obligations of 2017. It is estimated that at the current rate of usage the Landfill will not be at capacity using current technology until 2023. The proposal being considered is for the current contract to be extended until there is no further capacity available. With new technologies it is possible the Landfill life could be expanded well beyond 2025. The Solid Waste Committee is committed to seeking out and recommending the best possible agreement to the Town.

Hazardous Waste Days: Waste management sponsors numerous regional Household Hazardous Waste days which residents could attend in Westminster, Fitchburg, Gardner, or Barre Landfills. Pre-registration is not required. See the Town website for lists of acceptable and non-acceptable items and for new upcoming dates in 2010.

DROP-OFF CENTER

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

Items with Disposal Fees: Fees are charged for tires, mattresses, TVs and computer monitors, propane tanks, appliances and units containing Freon. Fees for these items must be prepaid at the DPW office prior to delivering them to the drop-off area. Items banned from trash disposal as of May 2008 now include fluorescent light bulbs (CFL), batteries (rechargeable, button, cell phone) and products containing mercury, such as thermometers, switches and thermostats -if removed from original appliance.

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

Book Bin: The Board of Health suggested implementing a book bin at the drop off center, called "Got Books" which accepts used books, videos, DVDs and audio books (no magazines). Proceeds from sales of these items collected goes to a local charity in town.

Sharps: For the safe disposal of hypodermic needles, lancets etc at the landfill, it is recommended that people place all contaminated (used) items into a plastic bottle or container, labeled – SHARPS- and dispose in the regular trash bin until further notice of state regulations due July 2010.

Stickers: Landfill vehicle stickers have not changed in 2009 as was previously anticipated. In the latter part of 2009 a new gate pole was installed in preparation of the up-coming scanner method. The new stickers will transmit a scanned readout which allows entrance to the Drop-off Center during regular hours of operation. This radio frequency identification system was voted and approved at the 2008 Annual Town Meeting.

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

RABIES CLINIC

The Board of Health sponsored one Rabies Clinic this year, held at the Westminster Fire Station: March 7 (the first Saturday in March as has been the tradition) by the Gardner Animal Hospital.

TOBACCO CONTROL ALLIANCE

The Boards of Health Tobacco Control Alliance has worked with the Westminster Board of Health since 1994. The Alliance provides inspectional services regarding all tobacco related issues including but not limited to, enforcement of all youth access and environmental tobacco smoke regulations and enforcement of the new Smoke-free Work Place Law.

This year the Westminster Board of Health updated the Sales of Tobacco Product Regulations. The new changes went into effect for July 1, 2009.

The following is the 2009 summary of Alliance services

INSPECTIONAL STAFF

Joan Hamlett/Jen Susen-Roy/Marty Miareki/Eric
Jack/Larry McLaughlin

TOBACCO PERMITS

Total Number of Tobacco Permits Issued:	8
Number of Store/Merchant Permits (inspected)	8
Number of Vending Machine Permits	0
Revenue Brought in by Tobacco Permits	\$200.00

INSPECTIONAL SERVICES

Youth Access:

Number of Inspections	2
Number of Stores Inspected	15
Number of Violations	1
Number Warnings	1
Number of Permit Suspensions	0
Compliance rate for 2009	91%
Non-compliance rate for 2009	9%

Retail Educational Visits:

Number of Educational visits	15
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Smoke-free Workplace Law or Secondhand smoke Inspections:

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

The Board and staff wish to thank all Boards, Committees, other elected officials, Town Counsel, Alan Seewald and Kristi Bodin, Karen Murphy, and other department employees for their input and support during the year.

Respectfully submitted,

WESTMINSTER BOARD OF HEALTH

Members: Dr. Patricia Glover, Chair
Peter Munro
Edward Simoncini

Staff: Elizabeth E. Swedberg (Wibby), Health Agent
Rita McConville, Assistant Health Agent
Joyce Lucander, Administrative Assistant

REPORT OF THE TOWN ACCOUNTANT

I am pleased to submit the report of the Town Accountant for the Fiscal Year 2009.

The following financial statements are included in this report:

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

Helpful information for understanding the financial statements reported.

Definitions

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

I would like to thank the Board of Selectmen as well as all other Boards, Committees and Departments for their continued support.

Respectfully submitted,

Donna M. Allard
Town Accountant

6/30/2009

Town of Westminster
Revolving Fund Balance Sheet
F24

Description	Account#	Balance 6/30/2009
BS Balance Sheet		
Invested Cash	1040-95	2,055,750.81
Real Estate Taxes Receivable, 2010	1220-10	-9127.35
Real Estate Taxes Receivable, 2009	1220-09	575,189.62
Personal Property Taxes Receivable 2009	1210-09	3223.52
Personal Property Taxes Receivable 2008	1210-08	1,520.00
Personal Property Taxes Receivable 2007	1210-07	1,042.30
Tax Liens Receivable	1240-00	321,385.50
Tax Possessions	1254-00	17,237.22
Deferred Real Estate Taxes Receivable	1253-00	17,400.90
Motor Vehicle Excise Receivable 2009	1260-09	37,584.15
Motor Vehicle Excise Receivable 2008	1260-08	9,865.48
Motor Vehicle Excise Receivable 2007	1260-07	4,904.53
Motor Vehicle Excise Receivable 2006	1260-06	4,277.43
Motor Vehicle Excise Receivable 2005	1260-05	3,851.38
Motor Vehicle Excise Receivable 2004	1260-04	6,483.14
Motor Vehicle Excise Receivable 2003	1260-03	5,261.07
Motor Vehicle Excise Receivable 2002	1260-02	2,675.02
Motor Vehicle Excise Receivable 2001	1260-01	4,523.54
Motor Vehicle Excise Receivable Prior YR.	1260-00	(179.05)

TOTAL ASSET**3,062,869.21**

Allow. For Abatements & Exemptions 2009	1230-09	74,051.23
Allow. For Abatements & Exemptions 2008	1230-08	66,028.79
Allow. For Abatements & Exemptions 2007	1230-07	0.00
Allow. For Abatements & Exemptions 2006	1230-06	45,749.12
Allow. For Abatements & Exemptions 2005	1230-05	20,000.00
Warrants Payable	2010-00	294,393.37
Federal Income Tax WH Payable	2120-00	(10.71)
State Income Tax WH Payable	2130-00	(10.92)
Retirement WH Payable-County	2140-00	10,302.45
Tufts Medicare Supplement	2150-00	456.53
Insurance Withholdings Payable-HMO Blue	2151-00	5,953.19
Insurance Withholdings Payable-Blue Ch	2152-00	6,044.19
Insurance WH Payable Medicare	2153-00	(5.06)
Life Insurance WH Payable	2154-00	651.82
Colonial Insurance WH Payable	2155-00	242.49
Insurance Withholdings Payable-Medex	2156-00	(186.25)
Insurance Withholdings Payable-Delta D	2158-00	352.00
Union Dues WH Payable-Police	2170-00	484.00
Court Judgements Withholdings Payable	2192-00	(280.00)
Abandoned Property and Unclaimed Items	2520-00	8,653.82
Deferred Revenue-Real & Pers. Prop. Taxes	2610-00	366,018.95
Deferred Revenue Tax Liens	2622-00	321,385.50
Deferred Revenue Tax Foreclosures	2623-00	0.00

6/30/2009

Town of Westminster
Revolving Fund Balance Sheet
F24

Deferred Revenue Def. Real Estate Taxes	2624-00	17,400.90
Deferred Revenue Tax Possessions	2626-00	17,237.22
Deferred Revenue Motor Vehicle	2630-00	79,246.69

TOTAL LIABILITY		1,334,159.32
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Fund Balance Reserved For Encumbrances	3211-00	413,021.12
Fund Balance Reserved For Special Purpose	3280-00	9,980.71
Fund Balance Reserved For 2010 RE Taxes	3260-00	9,127.35
Undesignated Fund Balance	3590-00	1,296,580.71

TOTAL FUND BALANCE		1,728,709.89
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TOTAL LIABILITY AND FUND EQUITY		3,062,869.21
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Westminster Town Report 2009

6/30/2009

Town of Westminster
Revolving Fund Balance Sheet
F24

Description	Account#	Balance 6/30/2009
BS Balance Sheet		
Invested Cash	23-1040	110,656.81
TOTAL ASSET		110,656.81
Warrants Payable	23-2010	2,750.00
Highway Anticipation Notes Payable	23-2730	259,357.18
TOTAL LIABILITY		262,107.18
Fund Balance Designated for State Chapter 90	23-3590	151,450.37
TOTAL LIABILITY AND FUND EQUITY		110,656.81

6/30/2009

Town of Westminster
Revolving Fund Balance Sheet
F24

Description	Account#	Balance 6/30/2009
BS Balance Sheet		
Invested Cash	24-1040	584,487.29
Departmental Receivable Fire	24-1341	199,654.46
TOTAL ASSET		784,141.75
Warrants Payable	24-2010	3,022.51
Deferred Revenue Departmental	24-2654	199,654.46
TOTAL LIABILITY		202,676.97
250th Anniversary	122-501	71,545.74
Selectman Cable Access	122-502	19,489.30
Agricultural Commission 53E1/2	122-884	398.00
Insurance Recovery	123-503	9,904.45
Conservation Commission/Wetlands	171-505	21,978.10
Town Earth Day Fund	171-506	890.92
Planning Board 53G Consultants	175-507	30,549.68
Zoning Board 53G Consultants	176-508	3,852.93
Police Detail	210-509	7,034.04
EMS Equipment	220-510	(495.88)
Fire Detail	220-511	2,543.50
Fire Haz Mat 53E1/2	220-512	2,758.13
Fire Donation	220-513	15,446.65
Ambulance Revolving	220-514	343,886.45
Emergency Management Donation	220-530	120.00
Recycling Committee	433-516	14,111.03
Cemetery Hearse House	491-517	1,792.41
Cemetery Sale of Lots	491-518	9,617.50
Cemetery Urn Garden Gift	491-519	305.00
Cemetery Gift	491-520	1,070.00
Council On Aging Gift	541-521	2,746.09
Library Building & Renovation	610-522	190.12
Library Preservation	610-523	419.50
Altobelli Memorial	610-524	7,364.47
Aalto/Salo Memorial	610-525	2,813.63
Library Endowment	610-526	4,783.35
Library Gift	610-527	6,184.77
Historical Comm. Gift	691-528	165.00
TOTAL FUND BALANCE		581,464.88
TOTAL LIABILITY AND FUND EQUITY		784,141.75

Westminster Town Report 2009

June 30 2009

Town of Westminster
Federal Grants
F25

Balance

Description	Account#	6/30/2009
BS Balance Sheet		
Invested Cash	25-1040	146,150.25
Due From Commonwealth	25-1720	654,609.79
TOTAL ASSET		800,760.04
Warrants Payable	25-2010	500,125.23
Def. Revenue Intergovernmental	25-2670	654,609.79
TOTAL LIABILITY		1,154,735.02
Fund Balance FEMA Ice Storm	25-3510	647,129.35
Fund Balance Reserved For Fema Grants	25-3510	(1,001,739.14)
Fund Balance Reserved For Local Preparedness	210-3510	320.00
Fund Balance Reserved For Federal Assistance	220-3510	314.81
TOTAL FUND BALANCE		-353,974.98
TOTAL LIABILITY AND FUND EQUITY		800,760.04

6/30/2009

Town of Westminster
Water Enterprise Balance Sheet
F28

		Balance
Description	Account#	6/30/2009
BS Balance Sheet		
Invested Cash	26-1040	75,541.53
Due From Commonwealth of Mass.	26-1720	15,285.39
TOTAL ASSET		90,826.92
Warrants Payable	26-2010	5,093.25
Def. Revenue Intergovernmental	26-2670	15,285.39
TOTAL LIABILITY		20,378.64
Cultural Council	123-601	4,050.22
Economic Development	123-617	(6,631.87)
43D Tech Assistance	123-619	44,400.00
Extended Polling Hours	164-602	1,903.18
Police Bullet Proof Vests	210-603	458.70
Governor's Highway Safety	210-604	358.46
Community Policing	210-605	17,235.45
PD Safety Equipment	210-614	0.46
Homeland Security Equipment	210-616	3,000.00
State 911 PSAP	210-618	(15,285.39)
Seat Belt Grant	210-620	2,527.24
Fire S.A.F.E.	220-606	3,462.83
Ambulance Task Force	231-607	2,406.04
Home Compost Bins	433-608	205.78
Board of Health Bio Terrorism	510-609	1,045.87
Elder Affairs	541-610	136.27
Library State Aid	610-611	9,570.04
Library Documentary	610-612	1,605.00
TOTAL FUND BALANCE		70,448.28
TOTAL LIABILITY AND FUND EQUITY		90,826.92

6/30/2009

Town of Westminster
Water Enterprise Balance Sheet
F28

Description	Account#	Balance 6/30/2009
BS Balance Sheet		
Invested Cash	27-1040	2,177,908.62
Sewer Usage Receivable 2009	27-1310	35,348.48
Sewer Services Receivable	27-1320	368.43
Sewer Liens Added to Taxes 2009	27-1330	1,291.26
2009 Committed Interest	27-1430	610.13
2009 Sewer Betterments Apportioned	27-1445	1,073.54
Apportioned Sewer Betterments Not Yet Due	27-1450	699,687.67
Amounts To Be Provided Bond Payments	27-1996	2,340,000.00
TOTAL ASSET		5,256,288.13
Warrants Payable	27-2010	33,784.25
Deferred Revenue Sewer User Charges	27-2650	35,348.48
Deferred Revenue Other Service	27-2652	368.43
Deferred Revenue Sewer Liens	27-2653	1,291.26
Deferred Revenue Apportioned	27-2663	700,761.21
Deferred Revenue Committed Interest	27-2664	610.13
Sewer Construction/Outside Debt	27-2946	2,340,000.00
TOTAL LIABILITY		3,112,163.76
Retained Earnings-Unreserved	27-3190	1,205,914.68
Fund Balance Reserved For Encumbrances	27-3211	228,258.79
Fund Balance Reserved for Expenditures	27-3240	241,584.00
Fund Balance Reserved Debt Betterment	27-3576	349,843.84
Fund Balance Reserved Capital Projects	27-3577	99,117.49
Fund Balance Inflow/Infiltration	27-466	19,405.57
TOTAL FUND BALANCE		2,144,124.37
TOTAL LIABILITY AND FUND BALANCE		5,256,288.13

6/30/2009

Town of Westminster
Water Enterprise Balance Sheet
F28

Description	Account#	Balance 6/30/2009
BS Balance Sheet		
Invested Cash	28-1040	440,771.77
Water Usage Receivable 2009	28-1310	49,424.23
Water Usage Receivable 2006	28-1310	12,223.65
Water Services Receivable	28-1320	515.38
Water Liens Added to Taxes 2009	1330-09	3,270.46
Water Liens Added to Taxes 2008	1330-08	273.50
Water Receipts Reserved	28-1360	250.00
Lien Interest Receivable	28-1430	702.76
TOTAL ASSET		507,431.75
Warrants Payable	28-2010	31,943.18
Deferred Revenue Water User Charges	28-2650	61,897.88
Deferred Revenue Other Service	28-2652	515.38
Deferred Revenue Water Liens	28-2653	3,543.96
Deferred Revenue Lien Interest	28-2664	702.76
TOTAL LIABILITY		98,603.16
Retained Earnings-Unreserved	28-3190	380,725.68
Fund Balance Reserved for Encumbrances	28-3211	18,102.91
Fund Balance Reserved for Expenditures	28-3240	10,000.00
TOTAL FUND BALANCE		408,828.59
TOTAL LIABILITY AND FUND EQUITY		507,431.75

Westminster Town Report 2009

6/30/2009

Town of Westminster
Non Expendable Trust Funds
F81

Description	Account#	Balance 6/30/2009
BS Balance Sheet		
Invested Cash	40-1040	356,546.02
TOTAL ASSET		356,546.02
Warrants Payable	40-2010	548.35
TOTAL LIABILITY		548.35
Retained Earnings Unreserved	40-3190	332,297.67
Fund Balance Reserved For Expenditure		23,700.00
TOTAL FUND BALANCE		355,997.67
TOTAL LIABILITY AND FUND EQUITY		356,546.02

6/30/2009

Town of Westminster
Non Expendable Trust Funds
F81

Description	Account#	Balance 6/30/2008
BS Balance Sheet		
Invested Cash	31-8-1040	507,724.41
TOTAL ASSET		507,724.41
Warrants Payable	31-8-2010	162.60
Bond Anticipation Notes Payable	31-8-2720	1,341,000.00
TOTAL LIABILITY		1,341,162.60
New Ambulance	31-231	-44,036.88
Land Acquisition	32-123	6,214.43
Land Acquisition	34-123	26,344.13
Wastewater Treatment Plan	35-450	127,403.44
New Town Hall	36-192	38,939.82
Library Renovation	37-610	-352,458.13
Forest Legacy	38-123	-635,845.00
TOTAL FUND BALANCES		-833,438.19
TOTAL LIABILITY AND FUND BALANCES		507,724.41

6/30/2009

Town of Westminster
Non Expendable Trust Funds
F81

Description	Account#	Balance 6/30/2009
BS Balance Sheet		
Invested Cash	81-1040	376,826.63
TOTAL ASSET		376,826.63
Forbush Worthy Poor Fund	81-123	23,177.66
Fred Smith Poor Fund	81-123	48,743.45
Charles F. Giles Fund	81-123	33,529.41
Westminster Grange Farmer's	81-123	566.89
Cemetery Perpetual Care	81-491	155,980.98
D.W. Sanders Fund	81-491	2,000.00
Florence B. Rice Fund	81-491	300.00
J.R. Barrell Fund	81-491	150.00
Laurie F. Dobb Fund	81-491	1,000.00
M.A. Creed Fund	81-491	1,000.00
Elizabeth Rose Fund	81-491	64,079.70
Sarah M. Barnes Fund	81-610	200.00
M.A. Farnsworth Fund	81-610	525.00
Graham Fund	81-610	3,944.28
Bigelow Child Books Fund	81-610	2,000.00
Agnes M. Bigelow Fund	81-610	1,010.63
Otto & Hild Huusari Fund	81-610	10,000.00
Lucy Childs Fund	81-610	150.00
Preston Ellis Fund	81-610	500.00
Fred S. Whitman Fund	81-610	300.00
Adelaide W. Berry Fund	81-610	100.00
Minnie F. Dexter Fund	81-610	1,000.00
A.R. Hager Fund	81-610	600.00
C.A. Forbush Fund	81-610	500.00
M.D. Haws Fund	81-610	1,000.00
Westminster Fund	81-610	1,800.00
D.W. Sanders Fund	81-610	2,000.00
Joseph W. Forbush Fund	81-610	1,500.00
Charles Wyman Fund	81-610	6,000.00
Universalist Society	81-610	200.00
George A. Miller Fund	81-610	1,901.16
Henrietta Gates Fund	81-610	1,067.47
Mossman Memorial Fund	81-610	10,000.00
TOTAL FUND BALANCE		376,826.63
TOTAL LIABILITY AND FUND EQUITY		376,826.63

6/30/2009

Town of Westminster
Long Term Debt Group Of Accounts
F90

Description	Account#	Balance 6/30/2009
BS Balance Sheet		
Invested Cash	82-1040	3,369,573.33
TOTAL ASSET		3,369,573.33
Forbush Worthy Poor Fund	123-801	48,472.44
Fred Smith Poor Fund	123-802	83,850.46
Charles F. Giles Fund	123-803	77,345.10
Westminster Grange Farmer's	123-804	2,390.32
Upton School Fund	147-812	1,155.64
Stabilization-General	147-815	988,739.33
Stabilization-Repair and Maintenance Buildings	147-816	823,405.16
Stabilization-Capital Equipment	147-817	732,078.10
Stabilization-Info Tech	147-818	528,383.86
Conservation Fund	171-821	5,061.04
Aina E. Stein Conservation Fund	171-822	2,450.25
Police L.E. Trust	210-831	25,698.31
Cemetery Trusts	491-3601	31,042.55
Library Trusts	610-3602	19,500.77
TOTAL FUND BALANCE		3,369,573.33

6/30/2009

Town of Westminster
Long Term Debt Group Of Accounts
F90

Description	Account#	Balance 6/30/2009
BS Balance Sheet		
Invested Cash	83-1040	412,449.06
Holmes Park Water Receivable	83-1370	101.59
TOTAL ASSET		412550.65
Warrants Payable	83-2010	1,248.50
Leino Park Water District	83-2556	310.00
Deferred Revenue Holmes Park Water District	83-2657	101.59
Planning Board Cash Performance Deposits	125-2550	172,122.02
Board of Selectmen Cash Performance Dep.	122-2550	200,692.04
Police Detail	210-2553	38,006.50
Fire Detail	220-2555	70.00
TOTAL LIABILITY		412,550.65
TOTAL LIABILITY AND FUND EQUITY		412,550.65

6/30/2009

Town of Westminster
Long Term Debt Group Of Accounts
F90

Description	Account#	Balance	6/30/2009
BS Balance Sheet			
Amounts to be Provided for Payment of Bond	116-1996		4,288,306.00
TOTAL ASSET			4,288,306.00
Public Safety Building/Inside Limit	90-2943		190,000.00
Wastewater Plan-WPAT	90-2959		248,306.00
New Town Hall	90-2960		2,960,000.00
Crocker Pond Land	90-2961		890,000.00
TOTAL LIABILITY			4,288,306.00
TOTAL LIABILITY AND FUND EQUITY			4,288,306.00

Westminster Town Report 2009

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year 2009**

Appropriation Accounts

General Fund

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Moderator			
Personal Services	\$ 200.00	\$ 200.00	\$ -
Subtotal - Moderator	\$ 200.00	\$ 200.00	\$ -
Board of Selectmen			
Personal Services	\$ 8,500.00	\$ 5,907.65	\$ 2,592.35 *
Expenses	\$ 28,504.26	\$ 25,110.47	\$ 3,393.79 *
Housing Authority Art#2	\$ 18,500.00	\$ 4,999.00	\$ 13,501.00
Benefits Review Art#20	\$ 8,668.00	\$ 3,168.00	\$ 5,500.00
Actuarial Study Art#24	\$ 17,000.00	\$ -	\$ 17,000.00
Forest Legacy Project Art#30	\$ 60,000.00	\$ 46,903.85	\$ 13,096.15
Attorney Fees	\$ 2,500.00	\$ -	\$ 2,500.00
Easement Leominster Art#7	\$ 19,824.50	\$ 19,824.40	\$ 0.10
Custodial Coverage Art#9	\$ 8,975.00	\$ 7,575.00	\$ 1,400.00
School Water Heater Art#8	\$ 20,000.00	\$ 17,146.58	\$ 2,853.42
Forest Legacy	\$ 15,000.00	\$ 15,000.00	\$ -
Sound System Art#10	\$ 22.22	\$ -	\$ 22.22
Subtotal - Selectmen	\$ 207,493.98	\$ 145,634.95	\$ 61,859.03
Town Administration			
69 West Main Street Art#8	\$ 60,000.00	\$ 6,783.99	\$ 53,216.01
Supplemental Utilities	\$ 50,000.00	\$ 22,024.06	\$ 27,975.94
Subtotal - Town Administration	\$ 110,000.00	\$ 28,808.05	\$ 81,191.95
Town Coordinator			
Personal Services	\$ 77,200.00	\$ 77,200.00	\$ -
Expenses	\$ 800.00	\$ 800.00	\$ -
Other Services. Art#20	\$ 35,000.00	\$ 15,043.25	\$ 19,956.75
Subtotal - Coordinator	\$ 113,000.00	\$ 93,043.25	\$ 19,956.75
Advisory Board			
Expenses	\$ 4,450.00	\$ 2,882.64	\$ 1,567.36
Subtotal - Advisory Board	\$ 4,450.00	\$ 2,882.64	\$ 1,567.36 *
Reserve Fund			
Transfers (Memo)	\$ 30,000.00	\$ 4,696.57	\$ 25,303.43 *
Town Accountant			
Personal Services	\$ 66,230.00	\$ 65,632.31	\$ 597.69 *
Expenses	\$ 13,800.00	\$ 13,492.33	\$ 307.67 *
Software Upgrade-Art. #12 11/14/2006	\$ 31,040.00	\$ 29,935.00	\$ 1,105.00
Subtotal - Accountant	\$ 111,070.00	\$ 109,059.64	\$ 2,010.36
Board of Assessors			
Personal Services	\$ 46,358.00	\$ 45,494.49	\$ 863.51
Expenses	\$ 18,250.00	\$ 13,283.37	\$ 4,966.63
Subtotal - Assessors	\$ 64,608.00	\$ 58,777.86	\$ 5,830.14 *

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year Year 2009**

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Revaluation			
Revaluation Consultant - Art.#14 5/4/02	\$ 50,000.00	\$ 1,200.00	\$ 48,800.00
Revaluation Consultant - Art.#13 5/3/05	\$ 50,000.00	\$ 14,640.00	\$ 35,360.00
Subtotal - Revaluation	\$ 100,000.00	\$ 15,840.00	\$ 84,160.00
Town Treasurer/Collector			
Personal Services	\$ 96,522.00	\$ 94,984.68	\$ 1,537.32 *
Expenses	\$ 12,216.00	\$ 9,459.30	\$ 2,756.70 *
Auction of Tax Possessions - Art.#5 5/2/06	\$ 9,368.29	\$ -	\$ 9,368.29
Subtotal - Treasurer/Collector	\$ 118,106.29	\$ 104,443.98	\$ 13,662.31
Legal			
Expenses	\$ 60,000.00	\$ 53,622.78	\$ 6,377.22
Subtotal - Legal	\$ 60,000.00	\$ 53,622.78	\$ 6,377.22 *
Personnel Administration			
Personal Services	\$ 49,975.00	\$ 47,978.70	\$ 1,996.30
Expenses	\$ 6,370.00	\$ 5,379.14	\$ 990.86
Subtotal - Personnel	\$ 56,345.00	\$ 53,357.84	\$ 2,987.16 *
Data Processing			
Expenses	\$ 60,500.00	\$ 50,781.60	\$ 9,718.40
Subtotal - Data Processing	\$ 60,500.00	\$ 50,781.60	\$ 9,718.40 *
Tax Title Foreclosure			
Tax Title Foreclosure - Art. #15 5/02/06	\$ 897.51	\$ 897.51	\$ -
Tax Foreclosures - Art. #14	\$ 9,485.00	\$ 7,167.27	\$ 2,317.73
Subtotal - Tax Title Foreclosure	\$ 10,382.51	\$ 8,064.78	\$ 2,317.73
Town Clerk			
Personal Services	\$ 75,086.00	\$ 72,416.07	\$ 2,669.93
Expenses	\$ 6,365.00	\$ 6,197.27	\$ 167.73
Subtotal - Town Clerk	\$ 81,451.00	\$ 78,613.34	\$ 2,837.66 *
Elections & Registration			
Personal Services	\$ 7,932.00	\$ 5,815.38	\$ 2,116.62
Expenses	\$ 12,290.00	\$ 10,372.31	\$ 1,917.69
Subtotal - Election & Registration	\$ 20,222.00	\$ 16,187.69	\$ 4,034.31 *

Westminster Town Report 2009

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year Year 2008**

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Conservation Commission			
Personal Services	\$ 4,690.00	\$ 4,559.35	\$ 130.65
Expenses	\$ 4,680.00	\$ 4,606.04	\$ 73.96
Conservation Agent - Art. #6 5/3/05	\$ 15,022.23	\$ 15,022.23	\$ -
Subtotal - Conservation Commission	\$ 24,392.23	\$ 24,187.62	\$ 204.61 *
Town Planner			
Personal Services	\$ 52,017.00	\$ 16,229.40	\$ 35,787.60
Expenses	\$ 2,050.00	\$ 89.03	\$ 1,960.97
Subtotal - Town Planner	\$ 54,067.00	\$ 16,318.43	\$ 37,748.57 *
Planning Board			
Personal Services	\$ 6,075.00	\$ 5,692.89	\$ 382.11 *
Expenses	\$ 1,000.00	\$ 537.90	\$ 462.10 *
Worcester Road Art#1	\$ 10,000.00	\$ -	\$ 10,000.00
Appraisal Schenck Farm Art#3	\$ 9,793.50	\$ -	\$ 9,793.50
Subtotal - Planning Board	\$ 26,868.50	\$ 6,230.79	\$ 20,637.71
Zoning Board of Appeals			
Expenses	\$ 2,525.00	\$ 1,101.60	\$ 1,423.40 *
Transfer From Free Cash	\$ 204.00	\$ 204.00	\$ -
Permit Consultant - Art. #18 5/02/2006	\$ 10,000.00	\$ -	\$ 10,000.00
Subtotal - Zoning Board	\$ 12,729.00	\$ 1,305.60	\$ 11,423.40
Public Buildings & Properties Maintenance			
Personal Services	\$ 120,932.00	\$ 112,286.82	\$ 8,645.18 *
Expenses	\$ 227,350.00	\$ 194,020.95	\$ 33,329.05 *
Computers/Equipment - Art. #25	\$ 26,902.01	\$ 25,472.12	\$ 1,429.89
By-Law Review Art#26	\$ 5,000.00	\$ -	\$ 5,000.00
Building, Health & Assessor Exp.-Art.#28 5/1/04	\$ 35,000.00	\$ 35,000.00	\$ -
Computer Art#29	\$ 22,500.00	\$ 935.27	\$ 21,564.73
Computers And Equipment Art# 32	\$ 2,203.10	\$ 2,203.10	\$ -
Repairs to Gazebo Art#8	\$ 961.33	\$ 212.10	\$ 749.23
Subtotal - Public Buildings & Prop. Maint.	\$ 440,848.44	\$ 370,130.36	\$ 70,718.08
Printing Of Town Reports			
Expenses	\$ 3,750.00	\$ 2,546.40	\$ 1,203.60
Subtotal - Printing of Town Reports	\$ 3,750.00	\$ 2,546.40	\$ 1,203.60 *
Crocker Pond			
Personal Services	\$ 15,965.00	\$ 11,288.59	\$ 4,676.41 *
Expenses	\$ 11,650.00	\$ 3,690.18	\$ 7,959.82 *
Improve Recreation Area - Art. #11 11/06	\$ 78,415.70	\$ 56,079.47	\$ 22,336.23
Subtotal Crocker Pond	\$ 106,030.70	\$ 71,058.24	\$ 34,972.46

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year Year 2008**

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Police/Dispatch Department			
Personal Services	\$ 1,366,913.00	\$ 1,302,226.92	\$ 64,686.08 *
Expenses	\$ 210,502.00	\$ 202,653.82	\$ 7,848.18 *
Police Cruiser Art# 13	\$ 33,700.00	\$ -	\$ 33,700.00
New Cruiser - Art.#15	\$ 30,000.00	\$ 30,000.00	\$ -
2 New Cruisers - Art. #16 5/02/2006	\$ 3,978.76	\$ 3,978.76	\$ -
4 Computers/Printers Art#22	\$ 4,257.32	\$ 4,257.32	\$ -
Bullet Proof Vests Art# 23	\$ 16,200.00	\$ 16,200.00	\$ -
GPS Modems Art# 24	\$ 18,000.00	\$ 18,000.00	\$ -
Vent/Insulate Building Art# 7	\$ 1,218.00		\$ 1,218.00
Subtotal - Police/Dispatch Dept.	\$ 1,684,769.08	\$ 1,577,316.82	\$ 107,452.26
Fire Department			
Personal Services	\$ 775,861.00	\$ 671,319.54	\$ 104,541.46 *
Expenses	\$ 110,013.00	\$ 109,247.96	\$ 765.04 *
Utility Pickup Truck - Art. #33 5/2/2006	\$ 2,941.83	\$ -	\$ 2,941.83
Improve Fire Statio Art#23	\$ 24,000.00	\$ -	\$ 24,000.00
New Firefighter - Art. #5 11/14/2006	\$ 899.06	\$ -	\$ 899.06
Utility Vehicle Art#25	\$ 40,000.00	\$ 37,653.53	\$ 2,346.47
Forestry Truck Art#31	\$ 180,661.35	\$ 180,015.88	\$ 645.47
Repair SeaGrave	\$ 5,000.00	\$ 5,000.00	\$ -
Subtotal - Fire Dept.	\$ 1,139,376.24	\$ 1,003,236.91	\$ 136,139.33
Ambulance Service			
Personal Services	\$ 54,321.00	\$ 49,125.80	\$ 5,195.20 **
Expenses	\$ 61,235.00	\$ 58,813.06	\$ 2,421.94 **
Subtotal - Ambulance Service	\$ 115,556.00	\$ 107,938.86	\$ 7,617.14
Building Department			
Personal Services	\$ 159,892.00	\$ 159,836.70	\$ 55.30
Expenses	\$ 17,460.00	\$ 13,955.86	\$ 3,504.14
Subtotal - Building Dept.	\$ 177,352.00	\$ 173,792.56	\$ 3,559.44 *
Animal Control			
Personal Services	\$ 13,743.00	\$ 13,743.00	\$ -
Expenses	\$ 11,790.00	\$ 11,767.92	\$ 22.08
Subtotal - Animal Control	\$ 25,533.00	\$ 25,510.92	\$ 22.08 *
Tree Warden			
Personal Services	\$ 2,274.00	\$ 2,274.00	\$ -
Expenses	\$ 20,000.00	\$ 19,940.05	\$ 59.95
Subtotal - Tree Warden	\$ 22,274.00	\$ 22,214.05	\$ 59.95 *
Tree Warden			
Personal Services	\$ 2,218.00	\$ 2,218.00	\$ -
Expenses	\$ 20,000.00	\$ 19,953.45	\$ 46.55
Subtotal - Tree Warden	\$ 22,218.00	\$ 22,171.45	\$ 46.55 *
Emergency Planning			
Personal Services	\$ 1,000.00	\$ 1,000.00	\$ -
Expenses	\$ 7,083.00	\$ 7,075.66	\$ 7.34 *
Other Equipment Art#17	\$ 5,000.00	\$ 2,611.75	\$ 2,388.25
Other Purchased Services Art#18	\$ 1,500.00	\$ 1,207.49	\$ 292.51
Subtotal - Emergency Planning	\$ 14,583.00	\$ 11,894.90	\$ 2,688.10

Westminster Town Report 2009

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year Year 2009**

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Regional School District			
K-12 Assessment	\$ 8,371,049.00	\$ 8,281,704.00	\$ 89,345.00 *
Vocational School Assessment	\$ 440,879.00	\$ 440,879.50	\$ (0.50) *
Subtotal - Regional School District	\$ 8,811,928.00	\$ 8,722,583.50	\$ 89,344.50 *
 Highway Administration			
Personal Services	\$ 228,849.00	\$ 215,272.85	\$ 13,576.15 *
Subtotal - Highway Administration	\$ 228,849.00	\$ 215,272.85	\$ 13,576.15
 Highway Department			
Personal Services	\$ 465,753.00	\$ 449,387.98	\$ 16,365.02 *
Expenses	\$ 247,400.00	\$ 246,988.01	\$ 411.99 *
Stormwater Plan - Art. #23 5/2/2006	\$ 5,413.93	\$ 1,299.00	\$ 4,114.93
Oil and Seal Roads Art# 9	\$ 500,000.00	\$ 500,000.00	
Oiling & Sealing Town Rds. - Art.#11	\$ 7,539.11	\$ 7,539.11	\$ -
Sidewalk Tractor Art# 27	\$ 115,000.00	\$ 114,419.28	\$ 580.72
Emergency Backup Power Art#28	\$ 40,000.00	\$ 39,697.25	\$ 302.75
Drainage Analysis - Art. #13 11/14/2006	\$ 1,489.43	\$ -	\$ 1,489.43
Tag Along Trailer Art#29	\$ 3,278.00	\$ 1,511.94	\$ 1,766.06
Replace DPW Roof - Art.#29 5/3/05	\$ 15,180.00	\$ 15,180.00	\$ -
Supplemental Motor Vehicle Repairs	\$ 27,132.00	\$ 26,464.59	\$ 667.41
Easement Art# 4	\$ 60,000.00	\$ 14,450.00	\$ 45,550.00
Easement Art#21	\$ 2,891.35	\$ -	\$ 2,891.35
Easement Art#22	\$ 193.85	\$ -	\$ 193.85
Subtotal - Highway Dept.	\$ 1,491,270.67	\$ 1,632,210.01	\$ (140,939.34)
 Snow & Ice Removal			
Personal Services	\$ 68,242.20	\$ 66,711.80	\$ 1,530.40
Expenses	\$ 298,100.00	\$ 408,638.64	\$ (110,538.64)
Ice and Snow Expenses Art# 2	\$ 109,509.80		\$ 109,509.80
Subtotal - Snow & Ice Removal	\$ 475,852.00	\$ 475,350.44	\$ 501.56 *
 Street Lighting			
Expenses	\$ 21,000.00	\$ 21,000.00	\$ -
Subtotal - Street Lighting	\$ 21,000.00	\$ 21,000.00	\$ - *
 Cemetery Department			
Personal Services	\$ 85,268.00	\$ 84,926.94	\$ 341.06 *
Expenses	\$ 10,890.00	\$ 10,630.96	\$ 259.04 *
Road Improvement Art#34	\$ 41,014.89	\$ 37,081.50	\$ 3,933.39
Subtotal - Cemetery Dept.	\$ 137,172.89	\$ 132,639.40	\$ 4,533.49 *

**Town of Westminster
Appropriation/Expenditure Report
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	Appropriations/ Transfers	Expenditures	Unexpended Balances
Health Department			
Personal Services	\$ 98,909.00	\$ 98,882.15	\$ 26.85
Expenses	\$ 6,700.00	\$ 6,315.04	\$ 384.96
Subtotal - Health Dept.	\$ 98,909.00	\$ 98,882.15	\$ 26.85 *
Council On Aging			
Personal Services	\$ 18,540.00	\$ 17,165.50	\$ 1,374.50 *
Expenses	\$ 11,400.00	\$ 11,400.00	\$ -
Improve Senior Center Art#21	\$ 465.53	\$ -	\$ 465.53
Subtotal - Council on Aging	\$ 30,405.53	\$ 28,565.50	\$ 1,840.03
MART (Other Special Programs)			
Personal Services	\$ 65,356.00	\$ 63,271.80	\$ 2,084.20
Expenses	\$ 7,450.00	\$ 7,068.27	\$ 381.73
Subtotal - MART	\$ 72,806.00	\$ 70,340.07	\$ 2,465.93 *
Veterans Services			
Personal Services	\$ 4,810.00	\$ 4,810.00	\$ -
Expenses	\$ 620.00	\$ 187.64	\$ 432.36
Subtotal - Veterans Services	\$ 5,430.00	\$ 4,997.64	\$ 432.36 *
Veterans Assistance			
Expenses	\$ 10,000.00	\$ 2,000.00	\$ 8,000.00
Subtotal - Veterans Assistance	\$ 10,000.00	\$ 2,000.00	\$ 8,000.00
Library			
Personal Services	\$ 192,494.00	\$ 185,832.15	\$ 6,661.85 *
Expenses	\$ 124,689.00	\$ 121,128.05	\$ 3,560.95 *
Other Purchased Services Art# 19	\$ 1,000.00	\$ 838.92	\$ 161.08
Improve Library Art#27	\$ 4,400.00	\$ 2,051.60	\$ 2,348.40
Library Relocation	\$ 39,452.82	\$ 29,299.82	\$ 10,153.00
Subtotal - Library	\$ 362,035.82	\$ 339,150.54	\$ 22,885.28
Parks & Recreation			
Personal Services	\$ 11,444.00	\$ 11,312.63	\$ 131.37 *
Expenses	\$ 16,515.00	\$ 12,940.72	\$ 3,574.28 *
Repair Ball Field - Art. #6 11/14/2006	\$ 5,200.00	\$ 4,900.00	\$ 300.00
Lighting for Basketball Court - Art.#22 5/3/05	\$ 20,000.00	\$ 13,949.00	\$ 6,051.00
Subtotal - Parks & Recreation	\$ 53,159.00	\$ 43,102.35	\$ 10,056.65

Westminster Town Report 2009

**Town of Westminster
Appropriation/Expenditure Report
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	Appropriations/ Transfers	Expenditures	Unexpended Balances
Care Of Town Clock			
Expenses	\$ 250.00	\$ 250.00	\$ -
Subtotal - Care of Town Clock	\$ 250.00	\$ 250.00	\$ -
Cultural Council			
Art#12	\$ 3,000.00	\$ -	\$ 3,000.00
Historical Commission			
Expenses	\$ 1,600.00	\$ 1,268.96	\$ 331.04 *
Grant Writing Services - Art.#16 5/3/05	\$ 6,000.00	\$ -	\$ 6,000.00
Subtotal - Historical Commission	\$ 7,600.00	\$ 1,268.96	\$ 6,331.04
Memorial Day Celebration			
Expenses	\$ 1,450.00	\$ 1,130.25	\$ 319.75
Subtotal - Memorial Day	\$ 1,450.00	\$ 1,130.25	\$ 319.75 *
Band Concerts			
Expenses	\$ 3,000.00	\$ 3,000.00	\$ -
Subtotal - Band Concerts	\$ 3,000.00	\$ 3,000.00	\$ -
Retirement of Debt:			
Principal:			
Police/Fire Building Renovation	\$ 105,000.00	\$ 105,000.00	\$ -
Wastewater Management Plan	\$ 32,719.00	\$ 32,719.00	\$ -
New Town Hall	\$ 370,000.00	\$ 370,000.00	\$ -
Schenck Forest Land	\$ 134,000.00	\$ 134,000.00	\$ -
Crocker Pond	\$ 180,000.00	\$ 180,000.00	\$ -
Ambulance	\$ 62,000.00	\$ 62,000.00	\$ -
Subtotal - Principal	\$ 883,719.00	\$ 883,719.00	\$ -
Interest:			
Town Hall B.A.N.	\$ 140,600.00	\$ 140,600.00	\$ -
Short Term Interest	\$ 10,000.00	\$ 7,592.92	\$ 2,407.08
Police/Fire Building Renovation	\$ 12,880.00	\$ 12,880.00	\$ -
Ambulance	\$ 4,320.00	\$ 2,347.86	\$ 1,972.14
Wastewater Management Plan	\$ 5,690.00	\$ 5,690.31	\$ (0.31)
Schenck Forest Land	\$ 5,552.00	\$ 5,551.82	\$ 0.18
Crocker Pond Land	\$ 44,550.00	\$ 44,550.00	\$ -
Subtotal - Interest	\$ 223,592.00	\$ 219,212.91	\$ 4,379.09 *
Hager Park Commission			
Expenses	\$ 300.00	\$ 34.95	\$ 265.05
Subtotal - Hager Park Commission	\$ 300.00	\$ 34.95	\$ 265.05 *
Montachusett Regional Planning Commission Assessment			
Regional Planning Council Assessment	\$ 1,901.00	\$ 1,900.07	\$ 0.93
Subtotal - Planning Commission	\$ 1,901.00	\$ 1,900.07	\$ 0.93 *

**Town of Westminster
Appropriation/Expenditure Report
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	Appropriations/ Transfers	Expenditures	Unexpended Balances
Sewer Assessment - School			
Expenses	\$ 16,994.00	\$ 16,993.04	\$ 0.96
Subtotal - Sewer Assessment	\$ 16,994.00	\$ 16,993.04	\$ 0.96 *
State Assessments			
County Tax	\$ -	\$ 10,666.00	\$ (10,666.00)
Air Pollution Control	\$ -	\$ 2,001.00	\$ (2,001.00)
MBTA (Extended Area)	\$ -	\$ 22,182.00	\$ (22,182.00)
Regional Transit Authority	\$ -	\$ 24,864.00	\$ (24,864.00)
RMV Non-Renewal Surcharge	\$ -	\$ 6,180.00	\$ (6,180.00)
Subtotal - State Assessments	\$ -	\$ 65,893.00	\$ (65,893.00)
County Retirement Assessment			
County Retirement Assessment	\$ 353,443.00	\$ 353,443.00	\$ -
Subtotal - County Retirement	\$ 353,443.00	\$ 353,443.00	\$ - *
Group Health Insurance			
Expenses	\$ 643,500.00	\$ 638,580.85	\$ 4,919.15
Subtotal - Group Health Insurance	\$ 643,500.00	\$ 638,580.85	\$ 4,919.15 *
Group Life Insurance			
Expenses	\$ 6,500.00	\$ 3,029.84	\$ 3,470.16
Subtotal - Group Life Insurance	\$ 6,500.00	\$ 3,029.84	\$ 3,470.16 *
All Other Insurance			
Expenses	\$ 236,700.00	\$ 236,351.92	\$ 348.08
Subtotal - Other Insurance	\$ 236,700.00	\$ 236,351.92	\$ 348.08 *
Interfund Transfers		\$ 380,062.88	\$ (380,062.88)

*Balances closed to Undesignated Fund Balance,
 **balance closed to Ambulance Receipts Reserved,
 all other balances carried forward to fiscal 2009

General Fund Totals \$ 19,131,430.88 \$ 18,567,711.70

Transfer Station Enterprise Fund

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Solid Waste Department			
Expenses	\$ 231,700.00	\$ 230,616.11	\$ 1,083.89
Subtotal - Solid Waste Dept.	\$ 231,700.00	\$ 230,616.11	\$ 1,083.89 *
RFID System Art# 7	\$ 25,000.00	\$ -	\$ 25,000.00
Interfund Transfers		\$ 14,848.00	
Transfer Station Enterprise Fund Totals	\$ 256,700.00	\$ 245,464.11	\$ 11,235.89

all other balances carried forward to fiscal 2009

Westminster Town Report 2009

**Town of Westminster
Appropriation/Expenditure Report
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Sewer Enterprise Fund

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Sewer Department			
Personal Services	\$ 27,736.00	\$ 27,203.92	\$ 532.08 *
Expenses	\$ 58,450.00	\$ 50,133.37	\$ 8,316.63 *
Capital Outlay	\$ 405,000.00	\$ 381,341.03	\$ 23,658.97 *
Debt Service	\$ 333,114.00	\$ 333,113.75	\$ 0.25 *
Capital Outlay Truck Art# 31	\$ 256.05		\$ 256.05
Whitman River Professional Services Art# 5	\$ 342,635.00	\$ 114,376.21	\$ 228,258.79
Subtotal - Sewer Dept.	\$ 1,167,191.05	\$ 906,168.28	\$ 261,022.77
Interfund Transfers	\$ -	\$ 83,643.00	\$ (83,643.00)
Inflow / Infiltration Repairs		\$ 12,161.80	\$ (12,161.80)

*Balances closed out to Retained Earnings,
all other balances carried forward to fiscal 2009

Sewer Enterprise Fund Totals	\$ 1,167,191.05	\$ 1,001,973.08	\$ 165,217.97
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Water Enterprise Fund

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Water Department			
Personal Services	\$ 154,281.00	\$ 143,606.98	\$ 10,674.02 *
Expenses	\$ 316,505.00	\$ 310,548.33	\$ 5,956.67 *
Capital Outlay	\$ 98,963.00	\$ 88,962.21	\$ 10,000.79 *
Rebuild Water Pressure Valve-Art.#17 5/4/02	\$ 2,043.11	\$ 57.57	\$ 1,985.54
Tank Bubbler System - Art. #28 5/2/2006	\$ 51,638.07	\$ 42,735.84	\$ 8,902.23
Tank Mixing System - Art. #29 5/2/2006	\$ 26,251.42	\$ 26,251.42	\$ -
System Analysis Art#2	\$ 14,356.74	\$ 5,156.06	\$ 9,200.68
Interfund Transfers	\$ -	\$ 165,242.00	\$ (165,242.00) *

*Balances closed out to Retained Earnings,
all other balances carried forward to fiscal 2009

Water Enterprise Fund Totals	\$ 664,038.34	\$ 782,560.41	\$ (118,522.07)
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**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year Year 2009**

Non-Appropriation Accounts

Highway Improvements Fund

	Receipts	Expenditures	Unexpended Balances
Highway Anticipation Notes (Memo)	\$ 573,607.18	\$ 967,413.99	\$ 259,357.18
Borrowed from Stabilization Fund (Memo)	\$ -	\$ -	\$ -
Chapter 246 - Agreement #3246332	\$ 68,171.13	\$ 169,264.49	
Chapter 90 #51035	\$ -	\$ 1,447,345.98	
Chapter 291B- Agreement #0039480	\$ -	\$ 2,752.00	
Chapter 291A - Agreement #350135634	\$ 344,255.75	\$ 948,791.96	
Highway Improvements Fund Totals	\$ 412,426.88	\$ 2,568,154.43	\$ 259,357.18

Other Special Revenue Fund

	Receipts	Expenditures	Balance
Selectmen (Cable Access)	\$ 4,801.73	\$ -	\$ 19,489.30
250Th Anniversary	\$ 71,230.90	\$ 29,813.46	\$ 71,545.74
Agricultural Commission	\$ 598.00	\$ 200.00	\$ 398.00
Insurance Recovery	\$ 87,164.37	\$ 82,019.50	\$ 9,904.45
Wetlands Protection Act	\$ 3,537.50	\$ 5,945.00	\$ 21,978.10
Planning Board- 53G Consultants	\$ 425.76	\$ 340.00	\$ 30,549.68
Zoning Board - 53G Consultants	\$ 53.10	\$ -	\$ 3,852.93
Police Outside Detail Revolving	\$ 231,718.97	\$ 227,811.00	\$ 7,034.04
Fire Outside Detail Revolving	\$ 2,450.00	\$ 2,975.00	\$ 2,543.50
Fire Hazmat Revolving	\$ 435.00	\$ 1,608.51	\$ 2,758.13
Fire Donation Account	\$ 5,353.00	\$ 1,472.16	\$ 15,446.65
Fire Ambulance Revolving	\$ 221,576.70	\$ 208,160.68	\$ 343,886.45
EMS Equipment	\$ 114.00	\$ 609.88	\$ (495.88)
Global Fire		\$ 1,500.00	
Emergency Management Donation	\$ 120.00	\$ -	\$ 120.00
Recycling Committee Gift	\$ -		\$ 14,111.03
Town Earth Day Fund	\$ -		\$ 890.82
Cemetery Donation Account	\$ -		\$ 1,070.00
Cemetery Hearse House Gift	\$ 5.94	\$ -	\$ 1,792.41
Cemetery Sale of Lots	\$ 1,575.00	\$ 100.00	\$ 9,617.50
Cemetery Urn Garden Gift	\$ 260.00	\$ 1,300.00	\$ 305.00
Council on Aging Gift	\$ 460.00	\$ -	\$ 2,746.09
Library Gift	\$ 3,913.37	\$ 3,423.81	\$ 6,184.77
Library Building & Renovation Account	\$ 0.64	\$ -	\$ 190.12
Library Preservation Fund	\$ 1.52	\$ 34.94	\$ 419.50
Altobelli Memorial	\$ 545.16	\$ 783.40	\$ 7,364.47
Aalto/Salo Memorial	\$ 9.30	\$ -	\$ 2,813.63
Library Endowment Fund	\$ 15.78	\$ -	\$ 4,783.35
Historical Commission Gift	\$ -	\$ -	\$ 165.00
Other Special Revenue Fund Totals	\$ 636,365.74	\$ 568,097.34	\$ 581,464.78

**Town of Westminster
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Fiscal Year Year 2009**

Federal and State Grants Fund

	Receipts	Expenditures	Unexpended Balances
FEMA Storm 12/11/08	\$ 647,129.35	\$ 1,001,739.14	\$ (354,609.79)
Cultural Council	\$ 4,307.49	\$ 2,515.00	\$ 4,050.22
Schenck Self Help	\$ 186,000.00	\$ 186,000.00	
Extended Polling Hours	\$ 802.00	\$ -	\$ 1,903.18
EDF Wachusett Animal Hospital	\$ -	\$ 6,631.87	\$ (6,631.87)
43D Technical Assistance	\$ 44,400.00	\$ -	\$ 44,400.00
Local Preparedness	\$ -	\$ -	\$ 320.00
Police Bullet Proof Vests	\$ -	\$ 1,285.75	\$ 458.70
Governor's Highway Safety	\$ -	\$ -	\$ 358.46
Community Policing	\$ 9,844.58	\$ 9,297.34	\$ 17,235.45
PD Safety Equipment CPS	\$ 2,465.90	\$ 2,465.44	\$ 0.46
PD Homeland Security Equip	\$ 3,000.00	\$ -	\$ 3,000.00
PD State 911 PSAP	\$ -	\$ 15,285.39	\$ (15,285.39)
PD Seat Belt	\$ 2,527.24	\$ -	\$ 2,527.24
Fire S.A.F.E.	\$ 3,664.62	\$ 5,851.27	\$ 3,462.83
Firefighter Equipment	\$ 5,296.00	\$ 5,296.00	\$ -
Volunteer Fire Assistance	\$ 798.28	\$ 798.28	\$ -
Fire Federal Assistance	\$ -	\$ -	\$ 314.81
Ambulance Task Force	\$ -	\$ 373.85	\$ 2,406.04
Yellow School Bus	\$ 200.00	\$ 200.00	\$ -
Recycling Comm. Sale of Compost Bins	\$ 0.70	\$ -	\$ 205.78
Board Of Health Bio Terrorism	\$ 3,114.26	\$ 3,243.97	\$ 1,045.87
Peer to Peer Board of Health	\$ 1,000.00	\$ 1,000.00	\$ -
Elder Affairs	\$ 6,233.50	\$ 6,117.16	\$ 136.27
Library State Aid	\$ 12,116.57	\$ 18,618.60	\$ 9,570.04
Library Documentary	\$ -	\$ -	\$ 1,605.00
Federal and State Grants Fund Totals	\$ 932,900.49	\$ 1,266,719.06	\$ (283,526.70)

Capital Projects Fund

	Receipts	Expenditures	
Wastewater Plan (Art.#21 5/3/03)	\$ -	\$ -	\$ 127,403.44
Land Purchase Schenck Farm	\$ -	\$ -	\$ 6,214.43
New Town Hall (Art.#24 11/4/03)	\$ 5,250.00	\$ 489.22	\$ 38,939.82
New Ambulance (Art.#3 5/1/2007)	\$ 46,000.00	\$ 46,000.00	\$ (44,036.88)
Land Purchase-Crocker Pond (Art.#18 10/26/04)	\$ -	\$ -	\$ 26,344.13
Library Renovation	\$ 490,000.00	\$ 1,673,301.30	\$ (352,458.13)
Forest Legacy	\$ 805,000.00	\$ 635,845.00	\$ (635,845.00)
Capital Projects Fund Totals	\$ 1,346,250.00	\$ 2,355,635.52	\$ (833,438.19)

Agency Fund

Hunting/Fishing Licenses	\$ 4,938.75	\$ 4,938.75	\$ -
Planning Board/Selectmen Performance Bonds	\$ 40,773.78	\$ 33,140.00	\$ 372,814.06
Leino Park Water District	\$ 31,256.00	\$ 30,946.00	\$ 310.00
Holmes Park Water District	\$ 2,336.57	\$ 3,047.70	\$ -
Treasurer Registry Reimbursement	\$ 150.00	\$ 150.00	\$ -
Police Detail	\$ 52,497.50	\$ 7,756.14	\$ 38,006.50
Fire Detail	\$ 770.00	\$ 700.00	\$ 70.00
Cable Access Charges	\$ 38,189.43	\$ 38,189.43	\$ -
			\$ -
Agency Fund Totals	\$ 170,912.03	\$ 118,868.02	\$ 411,200.56

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year Year 2009**

Expendable Trust Fund

	Receipts	Expenditures	Unexpended Balances
Forbush Worthy Poor Fund	\$ 2,208.86	\$ -	\$ 48,472.44
Fred Smith Poor Fund	\$ 81,287.52	\$ 80,600.00	\$ 83,850.46
Chartes F. Giles Fund	\$ 3,418.12	\$ -	\$ 77,345.10
Westminster Grange Fund	\$ 91.50	\$ -	\$ 2,390.32
Upton School Fund	\$ 544.51	\$ -	\$ 1,155.64
Stabilization Fund	\$ 922,747.98	\$ 1,173,537.13	\$ 988,739.33
Stabilization Fund - Repair of Buildings	\$ 46,697.78	\$ 40,000.00	\$ 823,405.16
Stabilization Fund - Capital Equip.& Improve.	\$ 46,934.22	\$ 155,000.00	\$ 732,078.10
Stabilization Fund - Info Tech / Telecomm Sys	\$ 11,463.02	\$ 48,000.00	\$ 528,383.86
Conservation Fund	\$ 1,125.09	\$ -	\$ 5,061.04
Aina E. Stein Conservation Fund	\$ 8.12	\$ -	\$ 2,450.25
Police Law Enforcement Fund	\$ 17,008.50	\$ 4,918.98	\$ 25,698.31
Cemetery Perpetual Care Fund	\$ 6,021.95	\$ 2,740.16	\$ 10,887.07
D.W. Sanders Cemetery Fund	\$ 97.13	\$ -	\$ 1,146.28
Florence B. Rice Cemetery Fund	\$ 14.38	\$ -	\$ 166.84
J.R. Barrell Cemetery Fund	\$ 78.01	\$ -	\$ 2,380.58
Laurie F. Dobb Cemetery Fund	\$ 46.59	\$ -	\$ 510.61
M.A. Creed Cemetery Fund	\$ 57.83	\$ -	\$ 876.26
Elizabeth Rose Cemetery Fund	\$ 2,440.23	\$ -	\$ 15,074.91
Sarah M. Barnes Library Fund	\$ 6.67	\$ 13.96	\$ 5.67
M.A. Farnsworth Library Fund	\$ 27.03	\$ -	\$ 352.65
Graham Library Fund	\$ 168.37	\$ -	\$ 1,517.67
Bigelow (Children's Books) Library Fund	\$ 78.43	\$ -	\$ 544.36
Agnes M. Bigelow Library Fund	\$ 34.68	\$ -	\$ 107.81
Otto & Hilda Huusari Library Fund	\$ 739.29	\$ 66.97	\$ 13,457.19
Lucy Childs Library Fund	\$ 7.72	\$ -	\$ 100.68
Preston P. Ellis Library Fund	\$ 24.29	\$ -	\$ 287.62
Fred S. Whitman Library Fund	\$ 10.41	\$ -	\$ 36.74
Adelaide W. Berry Library Fund	\$ 3.65	\$ -	\$ 15.36
Minnie F. Dexter Library Fund	\$ 34.55	\$ -	\$ 111.94
A.R. Hager Library Fund	\$ 25.25	\$ -	\$ 219.39
C.A. Forbush Library Fund	\$ 18.73	\$ -	\$ 88.37
M.D. Haws Library Fund	\$ 33.64	\$ -	\$ 97.17
Westminster Library Fund	\$ 60.97	\$ -	\$ 221.18
D.W. Sanders Library Fund	\$ 67.55	\$ -	\$ 210.25
Joseph W. Forbush Library Fund	\$ 71.22	\$ -	\$ 811.89
Charles Wyman Library Fund	\$ 206.67	\$ -	\$ 657.30
Universalist Society Library Fund	\$ 7.14	\$ -	\$ 27.14
George A. Miller Library Fund	\$ 63.94	\$ -	\$ 185.88
Henrietta Gates Library Fund	\$ 35.89	\$ -	\$ 105.29
Mossman Memorial	\$ 313.12	\$ -	\$ 339.22
Expendable Trust Fund Totals	\$ 1,144,330.55	\$ 1,504,877.20	\$ 3,369,573.33

Westminster Town Report 2009

**Town of Westminster
Fiscal Year 2009
Receipts**

General Fund

Taxes:

Personal Property Taxes	\$	713,253.18	
Real Estate Taxes	\$	12,374,048.32	
Tax Liens & Foreclosures	\$	46,701.35	
Roll Back Taxes	\$	4,155.89	
Motor Vehicle Excise	\$	945,022.58	
Other Excise	\$	-	
Penalties & Interest:			
Property Taxes	\$	51,944.71	
Motor Vehicle	\$	24,301.86	
Tax Lien Redemptions	\$	7,541.00	
In Lieu of Taxes	\$	59,984.89	\$ 14,226,953.78

Charges for Services:

Contracted Landfill Fees	\$	1,571,190.60	
Council on Aging MART Fares	\$	2,729.50	
			\$ 1,573,920.10

Other Departmental Revenue:

Police Department	\$	27,896.09	
Fire Department	\$	767.25	
Planning Board	\$	7,000.00	
Town Clerk	\$	9,229.95	
Assessors	\$	-	
Treasurer/Collector	\$	9,951.48	
Zoning Board of Appeals	\$	7,300.00	
Board of Health	\$	5,005.00	
Cemetery Department	\$	12,590.00	
Miscellaneous	\$	1,979.28	\$ 81,719.05

Licenses & Permits:

Alcoholic Beverages Licenses	\$	10,559.00	
Town Clerk	\$	14,050.00	
Police Department	\$	2,237.50	
Fire Department	\$	13,958.00	
Building Department	\$	76,509.30	
Board of Health	\$	14,010.82	
Other Licenses & Permits	\$	26,709.00	\$ 158,033.62

**Town of Westminster
Fiscal Year 2009
Receipts**

Revenue From The State:

State Owned Land	\$	176,902.00	
Abatements to Veterans, Blind&Surviving Spc	\$	34,181.00	
Abatements to Elderly	\$	172.00	
Lottery, Beano and Charity	\$	723,972.00	
Civil Motor Vehicle Infractions	\$	95,675.00	
Room Tax	\$	44,910.00	
Police Career Incentive	\$	46,750.77	
			\$ 1,122,562.77

Revenues From Other Governments:

Court Fines		\$	10,635.00
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Fines & Forfeitures: \$ 10,964.69

Miscellaneous Revenues:

Reimbursement for MART Van Use	\$	77,229.60	
Earnings on Investments	\$	45,296.02	
Sale of Items	\$	2,066.50	
Treasurer's Misc	\$	25.00	
Regional School Refunds	\$	1,858.00	
Other Miscellaneous Revenue	\$	17,315.07	
			\$ 143,790.19

Interfund Transfers: \$ 790,754.00

Total General Fund Receipts \$ 18,119,333.20

Westminster Town Report 2009

Town of Westminster

Fiscal Year 2009

Receipts

Highway Improvements Fund

Highway Anticipation Notes	\$	573,607.18	
Borrowed from Stabilization Fund	\$	857,337.13	
State Reimbursements	\$	657,940.59	
Total Highway Improvements Fund Receipts	\$	2,088,884.90	

Other Special Revenue Fund

Contributions & Donations:

Selectmen (Cable Access)	\$	4,801.73	
250th Anniversary	\$	60,846.95	
Fire Donation Account EMS	\$	114.00	
Fire Donation Account	\$	5,353.00	
Cremation Urn Garden Gift	\$	260.00	
Council on Aging Gift Account	\$	460.00	
Library Gift Account	\$	3,913.37	
Altobelli Memorial	\$	20.00	\$ 75,769.05

Reserved For Appropriation:

Insurance Refund over 20,000.00	\$	87,164.37	
Ambulance	\$	213,959.56	\$ 301,123.93

Revolving Funds:

Agricultural Commission	\$	598.00	
Conservation Commission - Wetland	\$	3,537.50	
Cemetery - Sale of Lots	\$	1,575.00	
Police Outside Detail	\$	231,718.97	
Fire Outside Detail	\$	2,450.00	
Emergency Management Donation	\$	120.00	
Fire Hazmat 53E1/2	\$	435.00	
			\$ 240,434.47

Earnings On Investments:

250th Anniversary	\$	383.95	
Zoning Board - 53G Consultants	\$	53.10	
Planning Board-53G Consultants	\$	425.76	
Cemetery/Hearse House	\$	5.94	
Library Building & Renovation Fund	\$	0.64	
Library Preservation Fund	\$	1.52	
Altobelli Memorial	\$	525.16	
Aalto/Salo Memorial	\$	9.30	
Library Endowment Fund	\$	15.78	\$ 1,421.15

Interfund Transfers:

Ambulance	\$	7,617.14	
250th Anniversary	\$	10,000.00	
	\$	17,617.14	\$ 17,617.14

Total Other Special Revenue Fund Receipts	\$	636,365.74	
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**Town of Westminster
Fiscal Year 2009
Receipts**

Federal and State Grants Fund

From The State:

Cultural Council	\$	4,300.00		
Schenk Farm Self Help	\$	186,000.00		
EDF Technical Asst.	\$	44,400.00		
Extended Poll Hours	\$	802.00		
Police Dept. Safety Equipment	\$	2,465.90		
Community Policing Grant	\$	9,844.58		
PD. Equipment Grant	\$	3,000.00		
PD. Seat Belt Grant	\$	2,527.24		
S.A.F.E. Grant - Fire	\$	3,664.62		
FD Equipment Grant	\$	5,296.00		
Volunteer Firefighter Asst.	\$	798.28		
Yellow School Bus Grant	\$	200.00		
Bio Terrorism Grant	\$	3,114.26		
Peer To Peer	\$	1,000.00		
Council on Aging Formula Grant	\$	6,233.50		
Library State Aid Grant	\$	12,060.10	\$	285,706.48

Earnings On Investments:

Cultural Council	\$	7.49		
Sale of Compost Bins	\$	0.70		
Library State Aid Grant	\$	56.47	\$	64.66

Total Federal & State Grants Fund Receipts \$ 285,771.14

**Capital Projects
2009**

Bond Anticipation Notes	\$	1,341,000.00
Misc. Revenue New Town Hall	\$	5,250.00

Total Capital Projects Fund Receipts \$ 1,346,250.00

Westminster Town Report 2009

**Town of Westminster
Fiscal Year 2009
Receipts**

Sewer Enterprise Fund

Sewer Usage Charges	\$	404,901.56
Sewer Inspection & Connection Fees	\$	8,950.00
Miscellaneous Sewer Charges	\$	3,241.14
Sewer Liens	\$	10,312.42
Committed Interest Added To Taxes	\$	40,785.89
Sewer Services	\$	4,801.09
Earnings on Investments	\$	26,517.23

Sewer Betterment Assessments:

Receipts	\$	102,410.01	
Betterments Interest/Pay Offs	\$	17,805.49	\$ 120,215.50

Inflow/Infiltration Repair:

Earnings on Investments	\$	104.20
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Interfund Transfers:	\$	166,557.00
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Total Sewer Enterprise Fund Receipts	\$	786,386.03
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Water Enterprise Fund

Water Usage Charges	\$	580,628.10
Water Service Connection Fees	\$	16,575.00
Water Receipts Reserve Charges	\$	4,100.00
Miscellaneous Water Charges	\$	2,608.81
Water Liens	\$	15,467.63
Lien Interest	\$	3,937.20
Water Services	\$	13,581.36
Earnings on Investments	\$	9,993.77
Interfund Transfers	\$	17,793.00

Total Water Enterprise Fund Receipts	\$	664,684.87
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Transfer Station Enterprise Fund

Trash Hauler Fees	\$	10,734.00
Contracted Landfill Fees	\$	249,969.96
Earnings on Investments	\$	3,379.57

Total Landfill Enterprise Fund Receipts	\$	264,083.53
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**Town of Westminster
Fiscal Year 2009
Receipts**

Non-Expendable Trust Fund

Contributions:

Cemetery Perpetual Care	\$	1,575.00
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Total Non-Expendable Trust Fund Receipts	\$	1,575.00
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Expendable Trust Fund

Earnings On Investments:

Stabilization Funds	\$	71,050.38
Cemetery Funds	\$	8,756.12
Conservation Funds	\$	133.21
Library Funds	\$	2,039.21
Police Law Enforcement	\$	13.40
Town Administration	\$	9,910.26
	\$	91,902.58

Miscellaneous Revenue:

Interfund Transfers to Stabilization Funds	\$	957,337.13
Transfers From General Fund	\$	77,095.74
LE Trust	\$	16,995.10
Conservation Fund - Appropriation	\$	1,000.00
	\$	1,052,427.97

Total Expendable Trust Fund Receipts	\$	1,144,330.55
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Agency Fund

Fish & Game Licenses	\$	4,938.75
Planning Board / Selectmen Performance Bonds	\$	40,773.78
Leino Park Water Collections	\$	31,256.00
Holmes Park Water Collections	\$	2,336.57
Treasurer Registry Reimbursement	\$	150.00
Police Detail	\$	52,497.50
Fire Detail	\$	770.00
Cable Access Charges	\$	38,189.43

Total Agency Fund Receipts	\$	170,912.03
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Total Receipts — All Funds	\$	23,211,870.98
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TOWN OF WESTMINSTER
Fixed Asset Value
And
Depreciation Report
June 30, 2009

Description	Cost	Increases	Decreases	Cost	Acc Depr	Increases	Decreases	Acc Depr	Net Assets
Fund: Enterprise	7/1/2008	FY09	FY09	6/30/2009	7/1/2008	FY09	FY09	6/30/2009	6/30/2009
Class: Buildings	436,850.00	0.00	0.00	436,850.00	125,350.70	8,418.90	0.00	133,769.60	303,080.40
Class: Infrastructure	11,526,343.00	17,002.54	0.00	11,543,345.54	4,408,505.02	231,275.80	0.00	4,639,780.82	6,903,564.71
Class: Vehicles & Equipment	448,545.00	123,922.89	0.00	572,467.89	379,861.35	47,341.75	0.00	427,230.10	145,264.78
Fund: Enterprise Total	12,411,738.00	140,925.43	0.00	12,552,663.43	4,913,717.07	287,036.45	0.00	5,200,780.52	7,351,909.89
Fund: Governmental									
Class: Buildings	8,486,571.00	2,059,452.00	0.00	10,546,023.00	1,245,480.46	177,477.08	0.00	1,422,957.54	9,123,065.45
Class: Construction in Process	229,157.00	0.00	229,157.00	0.00	0.00	0.00	0.00	0.00	0.00
Class: Infrastructure	61,712,885.00	706,602.75	0.00	62,419,487.75	29,369,194.15	1,247,064.13	0.00	30,616,258.28	31,803,229.46
Class: Land	9,184,210.00	635,845.00	0.00	9,820,055.00	0.00	0.00	0.00	0.00	9,820,055.00
Class: Land Improvements	126,065.00	0.00	0.00	126,065.00	98,628.50	5,743.85	0.00	104,372.35	21,692.65
Class: Vehicles & Equipment	3,924,999.00	267,919.02	0.00	4,192,918.02	2,603,607.43	259,060.55	0.00	2,862,667.98	1,330,250.03
Fund: Governmental Total	83,663,887.00	3,669,818.77	229,157.00	87,104,548.77	33,316,910.54	1,689,345.61	0.00	35,006,256.15	52,098,292.59
Grand Total	96,075,625.00	3,810,744.20	229,157.00	99,657,212.20	38,230,627.61	1,976,382.06	0.00	40,207,009.68	59,450,202.48

**TOWN OF WESTMINSTER
SCHEDULE OF DEBT OUTSTANDING
ISSUED AND RETIRED FOR THE FISCAL YEAR 2009**

ISSUE DATE	DUE DATE	DESCRIPTION	RATE	DEBT LIMIT	DEBT OUTSTANDING 7/1/2008	ISSUED	RETIRED	OUTSTANDING 6/30/2009	INTEREST PAID
State Grant Anticipation Notes:									
05/23/08	11/21/08	Highway State Aid	2.24%	I	100,000.00	0.00	100,000.00	0.00	1,116.93
06/11/08	07/11/08	Highway State Aid	2.38%	I	184,163.99	0.00	184,163.99	0.00	360.26
06/11/08	12/18/08	Highway State Aid-Bridge	2.25%	I	369,000.00	0.00	369,000.00	0.00	4,321.85
11/21/08	12/18/08	Highway State Aid	2.54%	I	0.00	100,000.00	100,000.00	0.00	187.89
12/18/08	03/18/09	Highway State Aid-Bridge	3.04%	I	0.00	214,250.00	214,250.00	0.00	1,605.99
06/24/09	09/22/09	Highway State Aid-Repay Stabil	1.49%	I	0.00	259,357.18	0.00	259,357.18	0.00
		Sub-total			653,163.99	573,607.18	967,413.99	259,357.18	7,592.92
Bond Anticipation Notes:									
01/24/08	08/01/08	Schenk Farm Land	3.34%	I	320,000.00	0.00	320,000.00	0.00	5,551.82
05/23/08	05/22/09	Ambulance	2.18%	I	108,000.00	0.00	108,000.00	0.00	2,347.86
01/15/09	01/15/10	Library Repair/Renovation	2.75%	I	0.00	490,000.00	0.00	490,000.00	0.00
05/22/09	05/21/10	Ambulance	2.25%	I	0.00	46,000.00	0.00	46,000.00	0.00
05/27/09	09/01/09	Land Acquisition/Forest Legacy	1.49%	I	0.00	805,000.00	0.00	805,000.00	0.00
		Sub-total			428,000.00	1,341,000.00	428,000.00	1,341,000.00	7,899.68
		Sub-total Short Term Debt			1,081,163.99	1,914,607.18	1,395,413.99	1,600,357.18	15,492.60
General Obligation Bonds:									
11/01/95	11/01/10	Public Safety Building	7.30-5.4%	I	295,000.00	0.00	105,000.00	190,000.00	12,880.00
04/15/04	04/15/19	Sewer Extension	3.75%	I	2,575,000.00	0.00	235,000.00	2,340,000.00	98,113.75
05/01/07	05/01/17	Town Hall	3.78%	I	3,330,000.00	0.00	370,000.00	2,960,000.00	140,600.00
05/01/07	05/01/14	Crocker Pond	3.61%	I	1,070,000.00	0.00	180,000.00	890,000.00	44,550.00
		Sub-total			7,270,000.00	0.00	890,000.00	6,380,000.00	296,143.75
11/16/05	08/01/20	Water Pollution Abatement Trust:							
		Wastewater Management Plan	0.825%	I	281,025.00	0.00	32,719.00	248,306.00	5,690.31
		Sub-total Long Term Debt			7,551,025.00	0.00	922,719.00	6,628,306.00	301,834.06
TOTAL ALL DEBT					8,632,188.99	1,914,607.18	2,318,132.99	8,228,663.18	317,326.66

**TOWN COLLECTOR'S REPORT
PERIOD ENDED JUNE 30, 2009**

	FISCAL YEAR	COMMITTED OR FORWARDED	COLLECTED	ABATED OR TRANSFERRED	REFUNDED OR ADJUSTED	BALANCE
REAL ESTATE TAX	2007	2,761.42	2,761.42	0.00	0.00	0.00
	2008	406,417.65	284,172.84	123,522.12	1,277.31	0.00
	2009	12,797,780.85	12,157,569.23	133,992.90	62,975.21	569,193.93
PERSONAL PROPERTY TAX	2007	639.11	0.00	0.00	403.19	1,042.30
	2008	117,365.80	115,885.24	7.32	46.76	1,520.00
	2009	626,127.56	604,088.12	25,112.68	6,270.23	3,196.99
ROLL BACK TAXES	all years	4,155.89	4,155.89	0.00	0.00	0.00
STUMPAGE TAX	all years	0.00	0.00	0.00	0.00	0.00
TAXES IN LITIGATION	all years	0.00	0.00	0.00	0.00	0.00
DEFERRED TAXES	all years	17,400.90	0.00	0.00	0.00	17,400.90
MOTOR VEHICLE EXCISE	2001	4,554.48	30.94	0.00	0.00	4,523.54
	2002	3,039.08	364.06	0.00	0.00	2,675.02
	2003	5,754.93	493.86	0.00	0.00	5,261.07
	2004	7,513.46	980.32	0.00	0.00	6,533.14
	2005	4,476.60	625.22	0.00	0.00	3,851.38
	2006	6,275.23	1,997.80	415.94	415.94	4,277.43
	2007	18,387.41	13,253.09	506.35	276.56	4,904.53
	2008	228,288.04	215,023.98	12,360.57	8,961.99	9,865.48
	2009	775,087.34	730,545.29	15,774.44	8,816.54	37,584.15

**TOWN COLLECTOR'S REPORT
PERIOD ENDED JUNE 30, 2009**

	FISCAL YEAR	COMMITTED OR FORWARDED	COLLECTED	ABATED OR TRANSFERRED	REFUNDED OR ADJUSTED	BALANCE
WATER USAGE	2006	12,223.65	0.00	0.00	0.00	12,223.65
	2008	25,002.97	7,001.38	18,001.59	0.00	0.00
	2009	624,887.95	575,128.66	1,837.00	1,501.94	49,424.23
WATER LIENS	2007	1,684.75	1,684.75	0.00	0.00	0.00
	2008	736.50	736.50	0.00	0.00	0.00
	2009	18,001.59	14,731.13	0.00	0.00	3,270.46
WATER SERVICES	all years	14,096.74	13,581.36	0.00	0.00	515.38
WATER RECEIPTS RESERVED	all years	4,350.00	4,100.00	0.00	0.00	250.00
HOLMES PARK WATER ASSESSMENT	2009	2,438.16	2,336.57	0.00	0.00	101.59
LEINO PARK WATER ASSESSMENT	2009	31,256.00	31,256.00	0.00	0.00	0.00
SEWER USAGE	2007	217.06	217.06	0.00	0.00	0.00
	2008	17,124.14	5,863.59	11,260.55	0.00	0.00
	2009	436,657.52	399,263.28	2,488.13	442.37	35,348.48
SEWER LIENS	2008	343.13	343.13	0.00	0.00	0.00
	2009	11,260.55	9,969.29	0.00	0.00	1,291.26
SEWER SERVICES	all years	5,169.52	4,801.09	0.00	0.00	368.43

**TOWN COLLECTOR'S REPORT
PERIOD ENDED JUNE 30, 2009**

	FISCAL YEAR	COMMITTED OR FORWARDED	COLLECTED	ABATED OR TRANSFERRED	REFUNDED OR ADJUSTED	BALANCE
APPORTIONED SEWER BETTERMENT NOT YET DUE	2005	818,737.55	17,176.64	101,873.24	0.00	699,687.67
APPORTIONED SEWER BETTERMENTS	2008	1,610.31	1,610.31	0.00	0.00	0.00
	2009	100,179.60	99,106.06	0.00	0.00	1,073.54
COMMITTED INTEREST	2008	966.18	966.18	0.00	0.00	0.00
	2009	39,920.36	39,310.23	0.00	0.00	610.13

**TREASURER'S REPORT
PERIOD ENDED JUNE 30, 2009**

FISCAL YEAR	COMMITTED OR FORWARDED	SUBSEQUENT TAXES ADDED	COLLECTED	ABATED OR TRANSFERRED	BALANCE
TAX LIENS RECEIVABLE					
all years	220,774.05	147,313.30	46,701.35	0.00	321,386.00
TAX POSSESSIONS					
all years	17,237.22	0.00	0.00	0.00	17,237.22

TOWN TREASURER'S REPORT PERIOD ENDED JUNE 30, 2009

GENERAL FUND

Bank of America	438,962.90
Banknorth	805,563.42
Citizens Bank	424,206.80
Enterprise Bank	1,000,000.00
Fidelity Bank	915,989.41
Flagship Bank	157,296.03
Massachusetts Municipal Depository Trust	951,174.03
Mellon Bank	413,764.74
UniBank for Savings	1,246,543.58

SPECIAL FUNDS

<u>Bank of America</u>	
1856 Hearse House Building Fund	1,792.41
Aalto/Salo Memorial	2,813.63
Altobelli Memorial	7,344.47
Compost Bin Sales	205.78
Conservation Commission/Stein Fund	2,450.25
Cultural Council	4,550.22
Forbush Library Building & Renovation Fund	16.28
Forbush Memorial Library Endowment Fund	4,783.35
Inflow & Infiltration	19,405.57
Law Enforcement Trust	25,698.31
Library Preservation Fund	419.50
Library State Grant	9,709.99
Planning Board Escrow	5,912.07
Rebanna Road Development	70,782.00

Flagship Bank

250th Anniversary Fund	61,141.02
Planning Board Escrow/Brookside	2,757.29
Planning Board Escrow/Depot	20,648.70
Planning Board Escrow/Overlook	2,673.13
Planning Board Escrow/Harrington	570.46
Planning Board Escrow/Rte 31 Business Park	39,664.01
Planning Board Escrow/West Village Square	1,582.75
Planning Board Escrow/Woods/53G	4,470.56
Zoning Board/Kingsbury Arms/53G	760.58
Zoning Board/Mountainview Estates/53G	3,092.35

**TOWN TREASURER'S REPORT
PERIOD ENDED JUNE 30, 2009****SPECIAL FUNDS****Massachusetts Municipal Depository Trust**

Stabilization Fund	988,739.33
Stabilization Fund/Building Maintenance	823,405.16
Stabilization Fund/Capital Equipment	732,078.10
Stabilization Fund/Technology	528,383.86
Planning Board Escrow/Westminster Business Park	200,692.04
Planning Board Escrow/Escrow of R. Lehtola	56,674.83

UniBank

Community Development Block Grant	1.00
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TRUST FUNDS**Bank of America**

Charles F. Giles Fund	110,874.51
Conservation Fund	4,061.04
Fred W. Smith Poor Fund	135,498.17
Joseph Forbush Worthy Poor Fund	71,650.10
Westminster Grange Fund	2,957.21

CEMETERY FUNDS**Bank of America**

Expendable Funds	33,282.71
Non-Expendable Funds	223,610.68

LIBRARY FUNDS**Bank of America**

Expendable Funds	19,567.74
Non-Expendable Funds	46,298.54

TOTAL ALL FUNDS	10,624,520.61
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TOWN OF WESTMINSTER

**AGGREGATE ANNUAL REMUNERATION
OF ALL TOWN EMPLOYEES
INCLUDING ELECTED AND APPOINTED OFFICIALS
FOR THE YEAR ENDING DECEMBER 31, 2009**

Ahearn, William D.	Highway Superintendent					77,534.67
Albert, David J.	Highway	Reg.	52,336.52	O/T	8,546.30	60,882.82
Albert Jr. Salvatore	Chief of Police	Reg.	105,740.65	O/T	934.38	106,675.03
Allard, Donna	Town Accountant					51,417.92
Amendola, Dana M.	Fire					19,354.11
Arsenault, Steven	Highway	Reg.	38,368.40	O/T	5,687.88	44,056.28
Auffrey, Nicholas R.	Answering Service	Reg.	29,505.02	O/T	7,291.47	36,796.49
Auger, Marie N.	Planning Board Clerk					16,525.25
Aveni, Elizabeth L.	Personnel Clerk, E&R					519.09
Bailey, Judith R.	Council on Aging					3,292.65
Barrett, Alan R.	Fire					2,077.97
Barrett, James A.	Highway	Reg.	48,808.88	O/T	7,123.08	55,931.96
Barrett Sr, Loring H.	Wire Inspector					24,872.90
Bassett, Mary D.	Library					2,205.45
Bedard, Claire I.	Assessors - Clerk					3,372.02
Belliveau, Patrick	Parks and Rec.					908.83

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Belongie, Craig S.	Fire					593.50
Benson, Kent M.	Police	Reg.	53,948.82	O/T	6,414.44	60,363.26
Berube, James J.	Highway	Reg.	40,671.12	O/T	5,067.48	45,738.60
Berube, Jonathan J	Cemetery					5,353.05
Bettez, Matthew	Fire					7,252.78
Blessington, Bruce A.	Fire					17,517.87
Bliss, Jon R.	Tree Warden					5,714.00
Boivin Jr., Francis W.	Fire					11,685.90
Boucher, Darlene	Personnel Administrator					37,621.64
Boucher, Kevin	Police PT					1,825.23
Bourque, Gail	Library					28,558.45
Bowen, John A.	Moderator					200.00
Bradley, Heather E	Animal Control, Inspector					7,788.50
Brouillet, Edward G.	Fire					6,722.48
Butterfield, Kyle S.	Fire	Reg.	51,433.53	O/T	13,237.68	64,671.21
Carey, Ina A	Crossing Guard/Police					972.05
Chapman, Benjamin	Crocker Pond					4,305.09
Chapman, Susan M.	Maintenance	Reg.	34,710.64	O/T	282.75	34,993.39
Chartrand, Michael A.	Fire					936.30
Chartrand, Robert, L.	Fire					10,522.73
Chevarie, Michelle	Police Clerk					11,792.40

Comiskey, Debra K.	Answering Service	Reg.	44,358.60	O/T	1,122.60	45,481.20
Cormier, Jason D.	Crocker Pond					4,168.92
Couture, Steven L.	Police					2,875.74
Cramm, Robert J.	Maintenance, Fire	Reg.	37,843.49	O/T	575.45	38,418.94
Crete, Jennifer	Personnel Clerk					10,647.16
Cringan, Ryan	Fire					5,798.85
Dandy, Raven	Parks and Rec					754.60
Dean Jr, Daniel	Fire					11,687.48
Delorey Jr. Joseph	Parks and Rec					765.60
De Marco, Derek M.	Parks and Rec					1,444.94
D'Entremont, Phillip G.	Fire-Full Time	Reg.	48,712.38	O/T	11,350.56	60,062.94
Donahue, Daniel M	Police	Reg.	58,996.77	O/T	9,706.15	68,702.92
Donfro, Katherine	Parks and Rec					895.05
Driscoll, Patricia A	Hwy, Water, Sewer-Secty.					36,379.21
Dube, Edward J.	Veterans Agent					5,437.50
Duncan, Brett M.	Fire					2,100.08
Durfee, Samantha L	Answering Service	Reg.	30,785.73	O/T	2,090.13	32,875.86
Eagan, John	Cemetery PT					10,476.78
Erickson, Lisa A.	Library					9,932.63
Espie, Matthew P.	Answering Service					3,202.92
Fairbanks, John F	Selectman					1,050.00

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Farley, Daniel G.	Fire						3,965.26
Feeley, Corey P	Fire						6,522.20
Fisher, Susan	Council on Aging						33,580.60
Forsyth Glenn T.	Council on Aging	Reg.	30,629.01	O/T	70.34		30,699.35
Gallant, Melody L.	Treasurer/Collector						56,638.57
Giles Jeffery	Answering Service						2,988.92
Glover, Faith A.	Police Clerk						3,044.20
Glover, Patricia A.	Board Of Health						1,020.00
Goguen, Robert R.	Council on Aging						2,531.65
Green, Gary G.	Highway						781.61
Griffith, Edwina	Council on Aging						5,345.40
Gronroos, John T.	Cemetery Superintendent						43,618.00
Haley-Cormier, Marybeth	Town Clerk-Clerk						8,182.67
Hall, Joshua W.	Director of Public Works						78,691.95
Hallowell, Barbara n.	Hwy, Water, Sewer- Secty.						30,470.40
Hamm, Robert H.	Fire						6,392.62
Hartford, Benjamin	Fire						7,087.13
Hawkins, Nathan D.	Cemetery						4,893.89
Hawkins, Jr. Leroy A.	Police	Reg.	67,584.91	O/T	20,600.08		88,184.99
Hay, Nicholas A	Selectman						1,050.00

Henry, David J	Fire					4,529.12
Hertel, Andrew J.	Assessor					1,315.00
Hill, Robert N.	Water & Sewer	Reg.	52,874.00	O/T	13,178.88	66,052.88
Holm, Robin L.	Admin. Assessor					30,614.29
Howe-Soper, Margaret	Library Director					57,868.51
Hurd, Timothy E.	Highway, Fire	Reg.	52,545.69	O/T	6,576.94	59,122.63
Hurlbut, David D. Jr.	Fire					1,250.49
Illinitch, Shawn M	Answering Service					6,459.06
Johnson, Michelle	Assesors Clerk					12,841.81
Kalagher, Susan H.	Conservation Clerk					4,726.89
Kazan, Betty A.	Executive Assistant					30,442.60
Keena, Jeanne A.	Treasurer/Collector-Clerk					10,883.70
Kelly, Mary Ellen	Asst. Town Accountant					14,762.78
King, John D.	Fire					1,305.76
Lajoie, Stephen J.	Maintenance					5,138.90
Lanciani, Robert W	Project Manager					18,200.00
Landry, Clayton A.	Fire	Reg.	46,923.51	O/T	13,082.26	60,005.77
Langelier, Richard H.	Highway	Reg.	52,792.48	O/T	7,812.42	60,604.90
LeBlanc, Ralph W.	Police	Reg.	65,728.07	O/T	23,915.92	89,643.99
Lebel, Andrew	Fire					4,292.01
LeBlanc, Eric P	Water & Sewer	Reg.	42,598.40	O/T	7,664.64	50,263.04

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Loescher, Andrew R.	Answering Service	Reg.	30,837.90	O/T	9,219.78	40,057.68
Lucander, Joyce M.	Board of Health					27,045.20
Lucier, Dale A	Building Dept.Clerk					27,352.06
Lucier, Susan M	Library					15,454.40
MacAloney, Brenton W.	Fire Chief					103,040.88
MacAloney, Denise L.	Town Clerk, E&R					52,169.25
MacIntosh, Michael S.	Fire					1,514.90
Robert Maki	Conservation Agent					17,830.47
Malnati, Nicholas A.	Answering Service					14,891.17
Manning, Geraldine M	Library					39,083.35
Martineau, Peter R.	Highway	Reg.	25,360.56	O/T	1,081.26	26,441.82
Mazyck, Kevin R.	Parks and Rec.					888.80
Mazyck, Leann M.	Parks and Rec.					3,400.00
McConville, Rita M	Board of Health					18,544.77
McDonald, Michael R.	Police	Reg.	86,851.18	O/T	2,848.37	89,699.55
McEvoy, John T.	Fire	Reg.	48,940.88	O/T	4,099.37	53,040.25
McIntyre, John K	Highway	Reg.	48,309.28	O/T	6,283.53	54,592.81
Michel, Richard H.	Police	Reg.	54,167.57	O/T	14,611.43	68,779.00
Monty, David B.	Fire	Reg.	58,170.42	O/T	15,323.76	73,494.18
Morin Donald R	Parks and Rec.					959.84
Munro, Peter M.	Local Building Inspector					25,785.55
Murphy, Karen M.	Town Coordinator					77,151.75

Nelson, Amy N.	Police	Reg.	59,681.09	OT	10,194.77	69,875.86
Nivala, Kevin D.	Fire-Full Time	Reg.	72,083.00	O/T	14,544.66	86,627.66
Noonan, Brian L.	Fire					1,968.80
O'Toole, Thomas P.	Selectman					950.00
Paige, Cory S	Crocker Pond					587.50
Perior, Jayne V.	Council on Aging					3,808.05
Phillips, Eric J.	Police	Reg.	63,980.79	O/T	15,307.17	79,287.96
Pierce, Nanette E.	Police-Secretary, Matron	Reg.	38,058.00	O/T	217.21	38,275.21
Racine, Mickey A	Highway	Reg.	37,537.20	O/T	4,770.01	42,307.21
Rathier, Michael A	Fire					1,733.79
Rathier, Raymond	Cemetery					10,760.43
Reed Joann	Crossing Guard/Police					3,864.82
Rinquist Jr. James E.	Cemetery					10,935.45
Robbins, Edward S.	Police	Reg.	70,829.41	O/T	13,465.36	84,294.77
Rogowski, Robert A	Fire					7,412.92
Root, Diane	Library					7,126.46
Rousseau, Elizabeth	Parks and Rec					837.50
Roy, Patrick J.	Fire					9,767.70
Rufiange, Craig A.	Parks and Rec.					840.40
Shampine, Jeffrey G.	Police	Reg.	60,882.60	O/T	13,357.35	74,239.95
Shank, Kayla L.	Parks & Rec.					2,400.00

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Sheehan, Ellen M.	Town Clerk-Clerk					11,461.45
Sheehan, Matthew	Parks and Rec.					560.00
Sheldon, Blake F.	Crocker Pond					2,805.31
Simoncini, Edward J.	Board of Health					1,020.00
Smith, Scott	Water & Sewer	Reg.	47,412.42	O/T	12,602.74	60,015.16
St. Jean, Adam J	Parks and Rec.					963.90
Suomala, Joyce A.	Treasurer/Collector-Clerk					28,136.40
Sutela, Thomas E.	Highway, Fire	Reg.	44,470.97	O/T	6,833.20	51,304.17
Swedberg, Elizabeth E	Board of Health Agent	Reg.	49,871.56	O/T	582.50	50,454.06
Swenor, Clay F.	Fire-Full Time	Reg.	53,057.88	O/T	13,762.82	66,820.70
Tamulen, Jason A.	Police	Reg.	56,541.62	O/T	24,199.42	80,741.04
Tatasciore, Domenica	Town Planner					6,011.30
Thorell, Marcia L.	Building-Secty.					29,425.00
Thorell, Robert J.	Building Commissioner					48,985.91
ThurLOW, Jaye P.	Fire-Clerk		36,732.80	O/T	304.65	37,037.45
Vacarelo, Judith A	Library					9,003.03
Wade, Cheryl L	Library					5,139.45
Wetherbee, Jason	Police	Reg.	56,301.69	O/T	19,601.34	75,903.03
Wiinikainen, Tom J.	Gas, Plumbing Inspector					14,037.48
Young, Kelly	Answering Service					116.56
Yraola, Susan E.	Library, E&R					15,663.00

BOARD OF ASSESSORS

The Board of Assessors respectfully submits their annual report for 2009. The Board held 15 posted meetings.

The following is information compiled during the calendar year 2009:

# Of motor vehicle bills processed	9,124
\$ Amount committed to collector	919,671.69
# Of motor vehicle abatements granted	279
\$ Amount of abatements granted	23,143.05

During 2009, the Board of Assessors were required to do an Interim Year Adjustment of the whole town and submit an Interim Report to the Department of Local Services; this is done between the required triennial recertification. This form reports the results of sales analysis for real estate and review of commercial and industrial market indicators. The community's assessments must be equitable and consistent with accepted mass appraisal measures of assessment level and uniformity.

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

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

Respectfully submitted,

Andrew Hertel, Chairman
Robin L. Holm
Darlene Boucher

**THE FOLLOWING WERE CALCULATED ON A
FISCAL YEAR 2009
(JULY 1, 2008– JUNE 30, 2009)**

Fiscal year 2009 tax rate \$13.00 per thousand dollars of valuation

	<u>VALUE</u>	<u>TAX</u>
Real Estate	871,006,237	\$11,323,081.08
Commercial	62,623,663	\$814,107.62
Industrial	43,806,100	\$569,479.30
Personal Property	<u>48,163,650</u>	<u>\$626,127.45</u>
Totals	1,025,599,650	\$13,332,795.45

<u>EXEMPTIONS GRANTED</u>	<u>NUMBER</u>	<u>AMOUNT</u>
Widow/widower		
Clause 17D	21	\$3,855.18
Veterans:		
Clause 22	55	\$22,000.00
Clause 22E	12	\$12,000.00
Paraplegic	1	\$2,903.55
Blind:		
Clause 37A	5	\$2,500.00
Elderly:		
Clause 41B	28	\$14,686.00

ZONING BOARD OF APPEALS

The year of 2009 was a significantly active period for the Board. A large increase of applications that are extensively more complicated than the average led to many multiple hearings on the same application. The Board relies heavily on the assistance of many of the Town Offices, especially the Town Clerk, to comply with the Board's mandate.

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

Respectfully submitted,

Paul A. Bartkus, Jr., Chairman

FORBUSH MEMORIAL LIBRARY

Trustees

Dana Altobelli
Juliette Bedard, Secretary
Beth D'Onfro
Jim Eagle
Walter Haney
Leola Leger

The Library's mission is to help preserve the cultural heritage of Westminster as well as to provide materials for information and recreation. Compared to recent years, 2009 was an "easy" year for those associated with the Forbush Memorial Library.

The year 2009 saw a few changes at the Forbush Memorial Library. The largest change was the address from which services were delivered. In March we moved from our temporary location at the former Digital/Simplex/Tyco complex back into the permanent location at 118 Main St. We opened to the public April 1, 2009 exactly one year to the day when Westminster's generous voters provided the means for the Library to be renovated. Incumbent Trustees Leola Leger and Walter Haney were re-elected to the Board of Trustees. At the end of 2009, staffer Cheryl Wade resigned her position in the Children's Room. Other employees serving the public were Mary Bassett, Gail Bourque Lisa Erickson, Margaret Howe-Soper, Susan Lucier, Geraldine Manning, Diane Root, Judith Vacarelo, and Susan Yraola.

Among the greatest challenges for 2009 was the budget situation. To save jobs, benefited employees agreed to take furlough days in FY10. The Library applied to the Massachusetts Board of Library Commissioners for a state-aid requirement waiver and should hear whether it was granted in early 2010. As a cost-saving measure, the Library was retrofitted with energy saving light fixtures in July through a program sponsored by National Grid.

After an intensive six-month study of the Library's fines, fees, and unreturned materials situation, the Board of Trustees voted to impose fines on all overdue materials checked out after Jan. 1, 2010. The Library had to write off \$4474.00 worth of unreturned materials and unpaid fines for 2003-2006. A rigorous collection policy for 2007-2009 has resulted in many patrons settling their delinquent accounts by paying what was owed or returning library materials. The Library staff would much rather have the books, audio books, CDs, and DVDs returned than have to purchase duplicate replacements!

VOLUNTEERS

Several volunteers gave countless hours to help the Library with settling in after the move and on a continuing basis. Members of the Curatorial Committee (Leola Leger, Martha Rainville, and Kristine Haney) unpacked and put away all of the artifacts that were in storage at the Fitchburg Art Museum (which stored our paintings and artifacts without charge for an entire year). Several persons involved in the Senior Tax Program helped us with monitoring the third floor (Henry Harrington and Patrick Warriner, while Carol Harrington helped in the capacities of keeping the dust under control and book processing. Eunice Arcangeli worked hours weeding the flower beds. ML Altobelli donated her professional expertise to the trees to prolong their lives. Carol Young repaired damaged books. We are grateful for Phil Young for refinishing the front doors and for Donald Irving for offering to repair the grandfather clock. Last but far from least, those volunteers who help shelve thousands of books, with crafts, and story time between April and December (Cathy Phillips, Samuel Dauphinais, and Ruth Murphy)...we could not have done it without them. Thank you all.

The staff is to be commended for their hard work in 2009. The move back and “settling in” took about a month, but everyone is delighted to be back “home”.

LONG RANGE PLAN

Several goals stated in the Long Range Plan (five-year plan) filed with the Massachusetts Library Board of Commissioners in late 2006 have been met. The renovations were complete by March, 2009 and services offered from 118 Main St. since April. Thanks to Ken Burstall, wireless capability has been added to all three floors of the Library. Diane Root has continued to keep up the Library’s web site (www.forbushlibrary.org), which continues to draw praise from the library world.

BUILDING PROJECT REPORT

During 2009 the Forbush Library repairs were completed. As a result of the repairs, the Eloranta Room ceiling was rebuilt and strengthened resulting in greater stability to both the original library and the addition. Other interior repairs included rough finishing of the attic room, replacing the floor in the Children’s Room, extensive repairs to both Children’s Room bathrooms, replacing the faulty iron heating pipes with copper. The majority of the exterior repairs consisted of replacing the exterior skin with brick. In addition, the windows in the new section of the library were replaced with energy efficient windows. Finally, the original building’s brick was re-pointed and the slate roof repaired. The staff packed up from the old Digital building where they had been in temporary quarters for over a year and moved back in during March. Board of Trustees Chairman, Dana Altobelli, also served as Chairman of the Building Committee.

ART & ARTIFACTS

The Curatorial Committee arranged to have the Artifacts and Art returned to the Library from storage. The artifacts and painting that suffered water damage were repaired by professional conservators [thanks to the Town’s insurance coverage] and returned. Kristine Haney and Martha Rainville checked each item against inventory lists and then selected artifacts for display in the Eloranta Room. Ms Haney also supervised hanging the paintings throughout the Library. A mount was made for displaying General Miles saddle, in addition to a rack for the quilt sewed for the Library by local quilters. Members of the Curatorial Committee include Leola Leger, Curator Chair, as well as curators Kristine Haney and Martha Rainville.

ACTIVITIES

Friends of the Library, led by Marta Klemetti, played an important part in supporting the Library’s programs. With money raised from memberships and the June Ice Cream Social, and a bake sale, Blinkie the Clown entertained children at the end of the Summer Reading Program and the Great Decisions Program were supported.

The Friends of the Library also provide support for library activities and purchasing coupons to the Ecotarium and Museum of Fine Arts, and passes to Magic Wings, Orchard House, Tower Hill and to the Fruitlands Museum.

Ambassador George Lane and Dr. Kevin Hart led the Great Decisions program again in 2009. This time the meetings took place at the Westminster Police Station and at the Town Hall. Once again wide ranging topics were discussed including the US and rising powers, Afghanistan and Pakistan, energy and the

global economy, the Arctic age (global warming), Egypt, key ally in the Middle East, the global food crisis, Cuba on the verge, and human rights in a new era (wars for peace?). Approximately 20-25 people attended each meeting. Many thanks to these two leaders for their continued support and valuable contributions.

With Gail Bourque, Reference and Adult Services Librarian, book clubs and monthly programs are in full swing. Two book clubs (Mystery Book Club and the Friendship Book Club) draw lively groups of adults and meet monthly. Other well received programs included Professor Wayne Hazen's lecture about Mary Rowlandson (April), Marion Stoddart's discussion about Land and Water Conservation Projects in North Central Massachusetts (May), our "Thank you Westminster" open house (May), Judy Burnstein's rendition of "The Proper Bostonians" (July), Job Search/Resume Writing in Your Library with Barbara Friedman (August), and hiking enthusiast Robert Young's recreation of Thoreau's walk from Concord to Mt. Wachusett entitled "Walk To Wachusett" (October). December was celebrated with a bake sale and "Pictures with Santa" when dozens of children came to talk to Santa Claus.

Children's Room & Programming

Geri Manning, Head of Children's Services reports that Simplex was great as a temporary fix while the library was being "reForbushed". April 1, the day we reopened, brought several calls asking if it was an April Fool's Day joke. Within days our patrons returned in large numbers, with people remarking how cheerful the Children's Room was with the new flooring and carpets.

The Children's Room showed a large increase in numbers, especially afternoons after school was out for the day. With the economy as it is, it seems that more people are borrowing rather than buying books. Regular programming included weekly pre-school story hours, bi-weekly after school folktale/craft hour and a monthly Mother/Daughter book club. Our story times were extremely popular and usually had a waiting list. Appleseed Academy brought its four year olds over for a monthly story time. This year brought us Meetinghouse pre-schoolers for stories. This was a welcome addition.

Future goals include more cooperation with the local schools. Fifth graders from Westminster Elementary School were given an educational tour of the Library last spring- we'd like to have the other classes too. It's a great way to keep the kids coming. Thank you Westminster for your support of our children.

Circulation and visits to the library

Total circulation for 2009 was 57,820, as opposed to 41,999 in 2008, and 72, 586 in 2007. Monthly circulation rose considerably in months after we moved back to 118 Main St., as have visits to the Library for programs and other uses. In tracking times of day and the week when patrons use the Library most heavily has revealed that Tuesday is the busiest day for general circulation, Wednesdays and Thursdays the busiest for the Children's Room when story hours are held, while evenings between 7:00 and 8:00 PM are the quietest. As of December 31, 2009, the library held 43,671 items for circulation and we had 4,178 Westminster card-holders.

The Library's hours are Tuesday-Thursday, 10-8; Friday 10-6; Saturday, 10-2; and Sunday-Monday, closed. More information about the Library may be found at www.forbushlibrary.org.

Respectfully submitted,
Margaret Howe-Soper, Director

Montachusett Regional Vocational Technical School

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

FINANCIAL REPORT

Numerous challenges were faced during the development of the fiscal year 2009-2010 budget, including significant cuts to Chapter 70 state aid and transportation aid, along with the continually rising costs of healthcare and an aging infrastructure and the need to update and modernize our technology and vocational/technical offerings.

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

The District was audited in August 2009 as part of the yearly financial audit by the accounting firm of Melanson, Heath & Company from Greenfield, MA and an “excellent” report is anticipated.

STUDENT BODY

Monty Tech’s October 1, 2009 enrollment included 1,355 students in grades nine through twelve. Students are represented from every community in the district as follows: Ashburnham (46), Ashby (39), Athol (130), Barre (39), Fitchburg (391), Gardner (166), Harvard (4), Holden (47), Hubbardston (50), Lunenburg (64), Petersham (7), Phillipston (15), Princeton (17), Royalston (18), Sterling (50), Templeton (89), Westminster (54), and Winchendon (114).

The Guidance Department/Admissions Department received 784 applications for admission in September 2009. Of these, 706 were for the available ninth grade openings. Due to the retention rate of our upper classes, we were only able to admit 22 students to the tenth and eleventh grades.

Monty Tech continued to offer a variety of opportunities for students, parents and community members to learn about and visit the school. In October, 1,620 district eighth graders participated in our Tour Days. Students toured many of our twenty vocational/technical areas and learned about the challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return at night, with their family members, to explore the facilities and talk with staff members. Career Awareness Night, as well as last spring’s Open House, were attended by an estimated 1,000 individuals per event, comprised of students, parents, and community members from throughout the district.

The Vocational Interest Program (V.I.P.) continued to attract large numbers of seventh and eighth grade students during the 2008-2009 school year. Due to the high enrollment, a third five-week session was implemented. Participants had opportunities to attend hands-on after school sessions in a variety of vocational/technical areas. A satisfaction survey rated this program 4.8 out of 5. The 2008-2009 enrollment is the highest ever at 748 seventh and eighth graders. The survey also indicates that 719/748 students surveyed intend to, or have applied to Monty Tech.

In June of 2009, the class of 2009 graduated 293 seniors. These graduates received diplomas and technical certificates. Approximately 95% of the graduates planned to continue their education at the post-secondary level or employment, while another 5% planned to enter military service.

The Scholarship Committee awarded approximately \$31,850 in scholarships to members of the Class of 2009. In addition, they awarded \$6,000 to the practical nursing graduates. Once again, local (Business Education Enrichment Foundation) and state organizations, as well generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of generous donations. The School Committee, administration, faculty, and graduates themselves are grateful for this support.

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

ACHIEVEMENT

Based on tenth grade MCAS scores, Montachusett Regional Vocational Technical School continued to see an improvement during the 2008-2009 school year in student achievement in both English/Language Arts and Mathematics. In the spring of 2009, Monty Tech's passing rate on the mathematics portion of the test climbed from 98% to 99% while the percentage of students scoring in the proficient and advance categories in math went from 79% to 77%. The school's passing rate on the English portion of the test was 100% in 2008 and 99% in 2009, while the students scoring in proficient and advanced categories in English went from 73% to 80%.

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

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

FACULTY AND STAFF

In the 2008-2009 fiscal year, Monty Tech was affected by the slowing economy. Our Chapter 70 aid was reduced by 10%, as were all schools in the Commonwealth. As a result of this, our staff was reduced by 22 positions, which included 6 retirements, 1 resignation and 15 layoffs. We did hire or transfer additional staff to cover a few of these positions.

The current staff includes 55 vocational teachers, 4 vocational teaching assistants, 45 academic teachers, 4 guidance counselors, 1 school psychologist, 1 speech and language therapist and 1 media specialist.

SKILLS USA

Skills USA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. Through our association with Skills USA, our students develop job skills, teamwork, leadership and professional skills.

Skills USA Massachusetts has the second largest membership in the nation boasting 19,300 student and 800 professional members. The state has 42 secondary schools and 1 post secondary school, 34 of which are total participation Skills USA Chapters.

The 2008-2009 school year was an extraordinary one for our chapter of Skills USA. Due to the growing membership in the state chapters, it became necessary to restructure the state from five districts to six. Monty Tech's chapter found the new structuring both challenging and refreshing. Our chapter was able to deliver productive, rewarding and educational experience for all our students. Serving as co-advisors were First Sergeant Paul Jornet, JROTC Instructor, Kim Curry, Cosmetology Instructor and James Hachey, Admissions Specialist.

Highlights of the year included:

- A total of 42 medals were captured at the District Competition held in March at Bay Path Regional Vocational Technical School.
- Fifty-two students made up of medal winners and district qualifiers earned the opportunity to compete at the State Leadership & Skills Conference held in April at Blackstone Valley Vocational Technical School. Monty Tech finished the competition with 21 medals and 5 students earning the right to compete at the National Leadership & Skills Conference, which was held in Kansas City, Missouri during June.
- Of the five students competing at nationals, three earned medals. Michelle Gosselin won gold in Action Skills, Jessica Lopez won silver in Pin Design and John Perkins won silver in Power Equipment Technology. Ben O'Conner, Culinary Arts and Paul Leslie, Carpentry, finished in the top half of their competitions.
- Monty Tech's Skills USA chapter was awarded a \$10,000 grant from Lowes, Inc. for the restoration of Moran Park in Fitchburg. In June, the chapter performed 250 man hours of work removing overgrown trees and brush and then our Masonry Program poured a concrete slab for the construction of a storage shed. The final stage of the project, which is building a shed and installing a fence around the playground, will be completed in early November 2009.

WOMEN IN TECHNOLOGY

A total of eight Monty Tech females successfully completed the 2008-2009 session (the seventh year of the program) of the North Central Massachusetts Women in Technology Program, also known as Project WATCH (Women Achieving Technical Career Heights).

The students included five from Office Technology, two from Drafting Technology-CAD, and one from Graphic Communications. Two additional students started the program, but dropped out due to co-op positions. One student, who emigrated from Vietnam seven years ago, spent three years in the program. The experience was invaluable in helping her acclimate to her new country, as well as aiding her in

improving her English. She did so well that she was accepted at three excellent colleges and universities. She is now studying business administration at Fitchburg State College.

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

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

Under the mentorship of company engineers, IT specialists and other professionals, participating students have the opportunity to experience firsthand life in corporate America. They are exposed to careers in high-tech fields working on “real world” projects, acquiring skills in teamwork, problem-solving and critical thinking.

Project presentations were held at the end of the year to showcase the student’s work for company executives, school personnel and families and friends.

CURRICULUM

In addition to the house building projects, the vocational/technical programs continue to provide communities in the Monty Tech District with a range of services as a component of the curricula. The projects listed below are a sampling of services accepted during the 2008-2009 school year.

Auto Body/Collision Repair Technology

Gardner – Athletic Department – pole vault stop

Sterling Police Department – push bar for cruiser

Winchendon Highway Department – repair rust and refinish vehicles

Automotive Technology

Fitchburg Boys & Girls Clubs – repaired bus

Cabinetmaking

Hubbardston – made signs for town

Barre Library – bookcases

Templeton – Narragansett School District – made a rolling cabinet

Cosmetology

Gardner High Rise – senior citizen services

Gardner – Father/Daughter Dance services

Gardner – Dunn’s Park – community service – clean up

Culinary Arts

Taste of Wachusett

Taste of North Central

Dental Assisting

Lunenburg & Winchendon – CHIP Program

Ashburnham Health Fair
Westminster Elementary Schools – Dental Education

Drafting Technology

Banners for Gardner Air Jet Rally
Westminster Conservation Trust – made signs and posters
Athol – press booth
Barre Library plans
Hubbardston – CNC files for signs

Early Childhood Education

Fitchburg Community Partnership – Math/Literacy Fair

Electrical

Winchendon Housing Authority Garage
Westminster – wiring for holiday tree

Engineering Technology

Gardner – fixed PA system for Monument Park Bandstand

Graphic Communications

Templeton School Handbook
Templeton Development Center Big Ticket
Winchendon Pop Warner Yearbook
Westminster VFW Menus
Fitchburg High School Football Program
Gardner CAD stationary
Baldwinville PTO Tickets
Ashburnham-Westminster Raffle Tickets
NEADS Postcard
Habitat for Humanity stationary
Winchendon AHIMSA Animal Rescue
Gardner Middle School Yearbooks
Westminster's 250th Flyer
North Central Charter School Prom Tickets
Lunenburg Annual Report
Fitchburg Yearbook
Westminster Placemat
Ashburnham Boy Scouts
Gardner High School Illumination Book

Health Occupations

Annual Blood Drives
Shop Angel Christmas Charity Collection

Industrial Technology

Barre Bandstand – repaired railings
Gardner Municipal Golf Course – rain shelters
Westminster – cannon wheels
Fitchburg – plaques
Phillipston – library ramp

Information Technology

Gardner – Montachusett Veterans Outreach Center Web Design

Machine Technology

Fitchburg Police Department – key chains

Masonry

Winchendon Elementary School – formed and poured sidewalks

Winchendon Housing Authority – chimney

Fitchburg – Moran Park – formed and poured pad for shed

SPECIAL SERVICES

During the 2008-2009 school year, the Montachusett Regional Vocational Technical School District provided special education services to over two hundred students.

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

The Student Support Services Department at Montachusett Regional Vocational Technical School provides support to all students. We have full time nursing staff that administers medications, performs state mandated health screening exams, and provides, when necessary, health information to the TEAM for a student's IEP meeting. We employ a full time school social worker that is able to participate in TEAM meetings and assist students who have needs concerning finances, family issues, homelessness, maternity, health issues and proper food and clothing. Our students have access to the services of a full time adjustment counselor and part time school psychologist. Both of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention. We do have on staff a full time psychologist whose role it is to evaluate all students referred for an initial evaluation or who require a three-year re-evaluation. In addition, we have a full time speech pathologist that is available to service students with disabilities, assess these students and consult the teachers within the building.

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

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

STUDENT AFFAIRS AND ATHLETICS

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

Last fall, the Varsity Football Team, under first year coach Matt Sallila, did not win a game, but played with a lot of heart and enthusiasm, improving every week and giving their all during practice and games. They finished the year with 35 players (9 seniors) and worked very hard in the off-season to get ready for 2009. The Freshman Football Team was 1 – 6 and had 33 players complete the year. The Varsity Boys Soccer Team finished at 4 – 9 – 5 and played hard throughout the year. The JV Boys Soccer Team was 9 – 5. The Golf Team was 5 – 6 – 1 and missed the District Tournament by one match. We had three JV Golf Tournaments at The Red Farm Golf Course in Upton and played five other matches in an attempt to improve our program. The Field Hockey Team was 2 – 16. The Monty Tech faculty held the annual Teacher vs. Student Field Hockey Game to raise money for a scholarship for a deserving Monty Tech female athlete. It was very successful. The Boys Cross Country Team was 6 – 8 and the Girls Cross Country Team was 3 – 3. The Girls Volleyball Team had an 8 – 12 record. The JV Girls Volleyball Team was 5 – 12 and the Freshmen Girls Team was 4 – 11, as they continue to improve. The Varsity Girls Soccer Team was 7 – 7 – 4, qualifying them for the District Tournament where they lost to Blackstone Valley Tech in the first round. The JV Girls Soccer Team finished at 7 – 7, with most of the girls moving up this fall. Our girls program looks very promising. The varsity cheerleaders participated in the CAL Championships held at Westford Academy in October.

The Girls Varsity Basketball Team missed the District Tournament for the first time in many years, as they finished at 9 – 11. They finished the year with four straight victories to show promise for next year. The JV Girls were 9 – 8 and the Freshmen Girls were 8 – 6, as they prepared to move up to the JV Program this year. The Varsity Boys Basketball Team finished at 4 – 16. The JV Boys Basketball Team was 6 – 13 and played with a lot of desire and pride. The Freshmen Boys were 6 – 9 and showed vast improvement over the year. The Wrestling Team was 3 – 11 in dual meets and participated in many tournaments. Bobby Monks, a senior from Athol, became the first wrestler to win over 100 career matches, as he finished with 116. We ran a co-op team with Fitchburg High School and Oakmont. Monty Tech was the host school. The Co-op Ice Hockey Team did very well again, as they participated in the District Tournament, losing in the Semi-Finals. The JV Ice Hockey Team played very well, as the younger players look to improve their skills. We participated in a co-op Swim Team with Leominster and had seven girls complete the season. We are looking forward to this venture again this year.

In the spring, the Varsity Softball Team again gave Monty Tech a lot to be proud of, as they won the Central Mass. Division III Tournament for the second time in five years. They won the Colonial Athletic League Championship for the twentieth time in twenty-four years and finished second in the State Vocational Tournament. They beat Turners Falls in the state semi-finals to advance to the state championship game at Worcester State. They played a strong game, but fell to St. Mary's of Lynn, 8 – 5. They finished the year at 24 – 3 and Coach Reid picked up his 500th career win and stands at 516 victories for Monty Tech. The JV Softball Team was 4 – 9 – 1. The Freshmen Softball Team was 2 – 6. The Boys Volleyball Team was 3 – 16. The Varsity Baseball Team finished at 4 – 16. The JV Baseball Team was 7 – 6, and the Freshmen Baseball Team was 2 – 9. The Boys Track & Field Team was 6 – 6, while the Girls Track & Field Team was 7 – 5.

The Outstanding male and female athletes for 2008 – 2009 were

Male: Robert Cruz

Female: Ivette Tejada

TECHNOLOGY

Monty Tech is very fortunate to have the support of a School Committee and an administrative team that is committed to meeting the technology needs of our students and staff. Monty Tech's computer inventory includes workstations using both Windows and Macintosh operating systems. Wireless access points are available in several areas of the school.

Many of our vocational programs rely heavily on computerized applications. Our academic departments have also integrated technology into the educational experience of our students through the use of interactive whiteboards. Monty Tech's students are well prepared to enter the workforce, military or college with exposure to computer software and hardware that they will encounter once leaving the school.

Monty Tech's Electrical Department has made improvements to the infrastructure of the building by adding electrical circuits in the Technology Office Server Room. They also began replacing old network wiring in the original academic wing of the building.

Data continues to be an important tool for administrative decisions. The Massachusetts Department of Elementary and Secondary Education's Data Warehouse is being utilized to analyze MCAS scores and related data.

GRANTS AND CONTRACTS

Monty Tech continues to pursue grant funding on an annual basis. These funds assist in providing many educational and social services to the student population. For fiscal year 2009, state and federal grant sources provided the school with \$2,121,608. Programs funded by these grants include: Improving Teacher Quality, Enhanced Education Through Technology, Special Education Allocation and Program Improvement, Title I, Drug Free Schools, Occupational Education – Vocational Skills, Emergency Recovery, Safe Schools and Summer Academic Support. (NOTE: The Emergency Recovery Program grant for \$1,293,561 was a result of federal stimulus funding and the State Fiscal Stabilization Fund [SFSF], offsetting the reduction in state aid for Chapter 70.)

In addition to state and federal grant sources, Monty Tech was also the recipient of private grant awards totaling \$23,190. Monty Tech received \$10,490 from the Federal Emergency Management Agency (FEMA), a reimbursement for ice storm expenses. The New England Dairy Council awarded Monty Tech a grant for \$2,700 for refrigeration equipment, and Lowe's awarded the Monty Tech Skills USA Program with a \$10,000 grant to support community service and outreach efforts. Total grant awards for fiscal year 2009 was \$2,144,798.

CONCLUDING STATEMENT

The School Committee and administration are extremely proud of the staff and students of the Montachusett Regional Vocational Technical School District and their accomplishments. The school continues to work with the business community, local educational institutions, higher education and its vocational technical counterparts to develop common sense plans and responses to the educational challenges we all face.

Monty Tech's School Committee, administration and staff look forward to continued growth and we are committed to providing the best possible educational opportunities for workforce development within our District, and to that end, respectfully invites and encourages the continued support of town officials, parents and citizens in each of its member communities.

CONSERVATION COMMISSION

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

Conservation Agent Bob Maki is available in Town Hall, Room 225, Monday, Tuesday & Wednesday from 7 - 11 a.m. as well as Tuesday afternoons from 1:30 - 4:30. Call 978-874-7413.

The Commission is a 7-member board charged with the administration and enforcement of the Wetlands Protection Act and local wetlands bylaw. Meetings are held once or twice a month on Wednesday evenings. For further information Contact Chairman Dan Bartkus through the Conservation Office at 978-874-7413.

TREE WARDEN

Tree work was done on every road in town this year. Trimming and take downs were performed by the Highway Department.

The Tree Warden was responsible for work on the following roads:

Leominster Street
Roper Road
South Ashburnham Road
Ellis Road
Church Street
Whitney Road
Bolton Road
East Road
Worcester Road
Nichols Street
Carter Road
Adams Street
North Common Road
Barrel Road
Turnpike Road
Overlook Road
West Princeton Road
Elliot Street
Laurie Lane

Jon R. Bliss
Tree Warden



Hager Park Float in the 250th Anniversary Parade

HAGER PARK COMMISSION

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

The Commission has developed a network of hiking and riding trails within the Hager Park parcels and we hope to establish trails in the Smith Reservoir area in the future. The trails are open to the public and we are happy to see them used. Trail maps are available at the Town Hall and on our website. The trails are marked with white metal signs.

The Commission holds regular meetings in Room 222 at the Town Hall at 12:00 noon on the 2nd Wednesday of each odd-numbered month. The public is welcome to attend.

The following is a summary of major activities during 2009:

- The December 2008 ice storm caused some significant damage to many trees in the park. Fallen trees and branches blocked nearly all of the trails. Commissioner Jim Walker single-handedly cleared the trails during the spring and summer months.
- The Commission entered a Hager Park float in the 250th Anniversary parade using our John Deere gator and trailer.

- The Commission has established a website with the address www.HagerPark.com. Residents can access the site to find information on-line about Hager Park and download trail maps. Please check it out!
- The Commission has again returned budgeted funds to the Town. In the past, our largest expense has been fuel for the John Deere “gator”, which is stored at Woodside Cemetery. The gator continues to be useful to the Cemetery Department and so they have been providing the fuel.

Activities planned for 2010 include:

- Annual trail maintenance within the park.
- The Commission is considering a timber harvesting plan for portions of Hager Park that were damaged by the ice storm. The project would also include a clear cut of the Rambler Area. If necessary, harvesting on the Smith Reservoir properties will be included. This project will be challenging due to low timber values, timeliness of salvaging damaged trees and questions about access.

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

Respectfully submitted,
Hager Park Commission
Richard W. Ahlin
Christopher C. Mossman
James A. Walker

Animal Control

Animal Control Officer: Eula Bradley

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

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

The Animal Control Section falls under the Westminster Police Department.

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

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

Each unneutered or unspayed dog \$10.00

All others \$15.00

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

What to Do About Loose Animals

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

Be A Responsible Pet Owner

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

Emergency and After Hour Calls

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

Why Is It Important to Spay or Neuter Your Pet

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

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

Spaying and Neutering is Good for Your Pet

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

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

Pet Population Control is a Community Responsibility

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

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

When Should a Pet Be Spayed or Neutered?

Pets can become capable of reproduction as early as 6 months of age. That is why pets should be spayed or neutered by age 6 months. Sterilization can safely be done before that age, as endorsed by the American Veterinary Medical Association. The chief veterinarian of the Humane Society of the United States recommends 4 months as ideal. Older pets can safely be sterilized as well. It

should be emphasized that animal sterilization is a routine procedure and does not cause the pet pain or stress. Most pets recover from the procedure within a day.

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

The following is a breakdown of Animal complaints:

Ashburnham: February 17, 2009 to December 31, 2009

Westminster: January 1, 2009 to December 31, 2009

Breakdown of calls	Westminster	Ashburnham	Total
Barking dogs:	19	14	33
Cats struck by vehicle:	5	2	7
Dogs struck by vehicle:	5	6	11
Dog bite:	8	19	27
Found cats:	32	39	71
Found cockatiel:	2	0	2
Found dogs:	46	38	84
Found guinea fowl:	0	2	2
Found guinea pigs:	0	1	1
Found parakeets:	2	1	3
Found rabbits:	0	1	1
Information / Other:	264	467	731
Loose cows:	0	2	2
Loose dogs:	92	96	188

Approximate number of Dogs Licensed

Westminster:	Year 2007: 1,082	Ashburnham:	Year 2007: 996
	Year 2008: 1,255		Year 2008: 964
	Year 2009: 1268		Year 2009: 1,097

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

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

Respectfully submitted,
Chief Salvatore Albert

HISTORICAL COMMISSION

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

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

The Commission also requested that the Selectmen create a Committee to examine the creation and placement of memorials in Town in the past and to make recommendations for guidelines for creation and placement of memorials in the future. Laurie Tarr Ellsworth represented the Historical Commission on that committee.

Candi Crane Hitchcock continued working on the sign project which has placed house markers on homes which have been identified as historically or architecturally significant buildings. Homeowners may contact the Historical Commission about requesting a sign for their home.

Because of continued delays in selling the Upton School, a letter was sent to the Selectmen reminding them that if they did not sell the Upton Building, the Town would have to “mothball” the building (preserve it for future use) as initially approved in 2001.

The Commission continued to support the request by the Princeton Historical Commission that Wachusett Mountain be placed on the National Register of Historic Places. The Commission also responded to several requests from the MA Historical Commission to examine reports about upcoming projects, in particular a request to erect a cell tower at the base of Mount Wachusett on property owned by Wachusett Mountain Associates.

A historic marker was placed at the Town Pound located adjacent to the Town Common at 18 Dawley Road.

The Historical Commission members this past year were Laurie Tarr Ellsworth, Kathy Fisher, Betsy Hannula, and Candi Hitchcock.

Respectfully submitted,

Betsy Hannula, Chair person



The Public Works Department installed the new sign at the Town Pound on the property at 18 Dawley Road next to the Town Common.

WESTMINSTER COUNCIL ON AGING SENIOR CENTER BUILDING COMMITTEE

The mission of the Council on Aging is to maintain the health and well being of the Westminster seniors and to assist them with preserving their independence. There are currently 1523 seniors over 60 living in town. The Senior Center provides a “welcoming destination” that accepts you regardless of financial status, race, creed, medical condition, or mobility. Many seniors see the Senior Center as a “home away from home”. This is where they see old friends or meet new ones.

The Westminster Council on Aging meets on the third Wednesday of each month at 8:30 A.M. at the American Legion Hall, 127 Main Street. Any citizens who are interested in attending are welcome.

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

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

This Council has met the afore-mentioned criteria for many years in providing for a congregate and meals on wheels program, as well as, the invaluable services of the Mart van. The Congregate Meal-Site served 923 meals, the Meals on Wheels Program delivered 4860 meals to our seniors of Westminster (mostly shut-ins).

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

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

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

Attendance at the Senior Center has continued to grow. The variety of programs being offered has increased and is well received. The Senior Center has a warm, friendly atmosphere, and the Council encourages participants to spread the word to other seniors who may not already be aware of our venue. The Senior Center was utilized by 4615 seniors for year 09.

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

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

The Bread of Life Church has been very generous with providing meals for our seniors, the church invited every senior citizen to their Thanksgiving Dinner, we provided 35 meals to shut-ins for Thanksgiving Day.

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

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

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

The Council has a volunteer from A.A.R.P. to assist seniors with their tax returns. The Council also has the Senior Tax Relief Work-Off Program for eligible seniors. The Tax Work-off program has grown; we have 3 couples, and 16 individuals participating in the program.

The Council on Aging Director with the C.O.A. board, worked on mailing out surveys to every senior citizen in the Town of Westminster, we have had a great response with this survey, it is a questionnaire form and the programs we have to offer, and other services that are available, we mailed out 1472 surveys in October 09.

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

Our ongoing participation in the Montachusett Regional Transit (MART) system provides 37 hours of service to senior citizens and handicapped individuals at a voluntary, nominal fee.

We also provide transportation, on a priority basis, to medical appointments, the meal site, drop-in-center, local shopping errands, Friendship Club Meetings, etc. The Mart Van transported 297 clients, with the total of 3639 rides.

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

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

The Senior Center Building Committee has accomplished the removal of buildings, and site plan on the proposed site of the senior center at 69 West Main Street. The committee has \$66,000 left in an article which was voted at the November 18, 2008 special town meeting for the purpose of design and engineering. The committee has temporarily suspended further action pending availability of funding to move the project forward.

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.

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 would like to thank the many volunteers who have contributed their time and talents to help us in our mission.

Senior Center Building Committee Members Council on Aging Board Members
Respectfully submitted,

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

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

CULTURAL COUNCIL

In 2009 the Westminster Cultural Council was allocated \$4,300 from the Massachusetts Cultural Council. At the Annual Town Meeting the WCC received \$3,000.00 from the town.

Sixteen grant applications were received and the following proposals were awarded funds by the Westminster Cultural Council:

Overlook Middle School, Sixth Grade	
Greek, Roman and Egyptian Clothing	\$500.00
Ashburnham-Westminster Community Partnership for Children	
Family Concert with Peter and Ellen Allard	\$500.00
Circle of Artists	
Art Exhibit	\$400.00
Westminster Council on Aging	
Educating Rita with Richard Clark	\$400.00
Fitchburg Art Museum	
74 th Annual Regional Exhibition of Art and Craft	\$125.00
Forbush Memorial Library	
A Constellation of Stories and Songs	\$600.00
Westminster Council on Aging	
Music is Love with Dawn Kelley	\$200.00

Two additional grants, totaling \$2,290.00 were awarded but not funded.

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

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

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

Respectfully submitted,

Sandra Thibodeau, Chairperson
 Karen Brighenti, Secretary
 Marta Klemetti, Treasurer
 Mary Dunn, Member
 Virginia Krul, Member
 Betty Kazan, Member

WESTMINSTER VETERANS SERVICES

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

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

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

Respectfully Submitted

Edward Dube
Veterans Services Agent

WESTMINSTER CEMETERY COMMISSION

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

There were 13 full burials and 21 cremation burials last year, compared to 24 full burials and 12 cremation burials in 2008. Ten burials were during the week, 3 on Saturday, 15 cremation burials during the week, with 4 on Saturday and 2 on Sunday. We offer our services for the convenience of the families we serve. Fees collected from the sale of lots were \$2,275.00 of which \$1,137.00 went to the Perpetual Care Fund principal; Perpetual Care Fund principal as of 12/31/09 is \$224,623.18.

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

The Cemetery Commission thanks the Public Works Department for their help in completing the roadway paving project.

The Cemetery Commission would also like to thank the Glen E. Hines Construction Co. for donating 80 yards of loam and planting 75 shrubs and 3 trees in the cremation Urn Garden at Mt. Pleasant Cemetery. The project will be completed when funding for the columbarium is provided.

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

Respectfully Submitted
CEMETERY COMMISSIONERS

SAMMI DAWLEY
SEAN O` LEARY
STANLEY SKAMARYCZ
JOHN T. GRONROOS, Superintendent

HISTORIC DISTRICT STUDY COMMITTEE

The Selectman established the Local Historic District Study Committee at their meeting in March 2007. The purpose of this Committee is to determine the feasibility of establishing a Local Historic District in Westminster. Five persons volunteered to be members of this committee and all were appointed by the Selectmen to serve.

In the years of 2007 and 2008 the Committee had spent a majority of the time gauging public opinion for a Local Historic District. The feedback was in favor to continue.

In the past year of 2009 the committee had worked on preparing a Preliminary Study Report that is to be submitted to The Massachusetts Historic Commission. The content of the report consists of the significance of the district, a map of the district, justification of the boundaries, property and street address index, recommendations for the by law, inventory forms and pictures. At this point the report is 90% complete. Upon completion of the report it will be submitted to The Massachusetts Historic Commission.

When we receive approval from the Massachusetts Historic Commission we will hold a final public hearing. The hearing will be held to discuss what our proposal will be for the town.

A Final Report will then be submitted to the Selectmen.

It then can be voted upon in a town meeting.

Shane Brogan, Chairman
Betsy Hannula, Secretary
Joan Longcope
Karen Sargent
Peter Yraola

AGRICULTURAL COMMISSION

During 2009 the Westminster Agricultural Commission held 24 commission meetings, with meetings scheduled every second and fourth Tuesday of the month.

This commission's largest project has been developing the Westminster Farmers' Market. Twenty-eight markets were held during the 2009 calendar year, including two Holiday Markets during the late fall and winter. The farmers' market has been a great success providing a local market for farmers and producers. It has also been a community-gathering place on Friday afternoons. In addition to benefiting local farmers and producers, the market highlights the talents of local singers, dancers, musicians and magicians. These entertainers come and provide entertainment in exchange for tips. During the season many community activities were scheduled at the farmers' market including a cooking demonstration, a farmers' market raffle, a one-year-anniversary celebration and a pumpkin festival.

Two grant applications were submitted during the year in the hopes of benefiting the Westminster Farmers' Market, one for the USDA Farmers' Market Promotion Grant and another for the Westminster Cultural Council. Although we are not the recipients of USDA grant, we did receive a generous grant from the Westminster Cultural Council. Madeline Weinreb as a Girl Scout Gold Star project will administer this grant. She will help schedule entertainers throughout the farmers' market season as well as establish a voting system where our most popular entertainers are rewarded.

This commission has worked with the Ashburnham Westminster School District in an effort to bring agricultural awareness to our students and teachers. One Oakmont Social Studies project centered on local economy and members of the agricultural commission and farmers' market assisted students by being available for interviews. This commission has also presented information on *Mass Agriculture in the Classroom* (a state-wide project) to a representative of Overlook Middle School. As well as providing support to students from the Overlook Green Movement to help them raise funds for their projects.

The Westminster Agricultural Commission has also been active in educating our local population about the National *Animal Identification System* (NAIS) by requesting that area farmers become knowledgeable about this important issue and also taking a position that it is not good for our local farmers. This commission worked with our local cable access show, *Your Voice* where an interview was held discussing the advantages and disadvantages of this program. This commission has also been in contact with Secretary of Agriculture Tom Vilsack of the United States Department of Agriculture, Senators John Kerry and Edward Kennedy of the United States Senate, Representative John Olver of the United States House of Representatives, and Commissioner Scott Soares of the Massachusetts Department of Agricultural Resources.

The Westminster Agricultural Commission had a table at the town benefit.

The Right to Farm by-law disclosure notification was finalized and this notification is now presented whenever real estate transfers occur in Westminster.

An Agricultural Preservation Fund is being researched. Hopefully, this fund will someday be used to help Westminster protect farmland in town.

The Westminster Agricultural Commission participated in the 250th Anniversary parade building several floats representing the Westminster Farmers' Markets, entertainers from the market and Massachusetts *Local Food*. In addition to these floats, many tractors and farm implements were displayed alongside the floats.

Dean Johnson, Chairman
Patricia Glover, M.D., Treasurer
Kerstin Hertel, Secretary
Marsha Foster
William Foster
Andy Hertel (Alternate)
Susan Nickerson

LIQUOR COMMISSION

7	All alcohol Common Victualler licenses	\$750.00	\$5,250.00
1	Innkeeper license	\$750.00	\$ 750.00
2	All Alcohol Retail Pkg. Goods licenses	\$600.00	\$1,200.00
1	All Alcohol Club license	\$500.00	\$ 500.00
38	One day licenses	\$ 15.00	\$ 570.00
3	Beer & Wine Retail Pkg. Goods licenses	\$400.00	\$1,200.00
Total			\$9,470.00

Expenditures: None

Regular meetings held: 19

Violations for 2009: None

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

Respectfully submitted,

WESTMINSTER LIQUOR COMMISSION

Gary McDonald, Chairman

Crocker Pond Development Committee

The responsibility of this Committee has been to restore the recreation facility for the residents of Westminster in a cost-effective manner. While the restoration was taking place the committee was also responsible for the operation of the facility. The Committee has been in existence since 2006.

Crocker Pond was formerly owned by the Crocker Paper Company. The Company used the area as an employee recreation facility. The property had been closed for over fifteen years.

Our mission statement is simple: Create a wholesome, environmentally safe recreation area for all residents of Westminster and help foster a stronger sense of community.

The commission of the committee is to rebuild the existing facilities and operate the facility while it is being rebuilt. In order to complete our commission, the Selectmen agreed to reappoint the committee until the end of June 2010. As of the end of the 2009 season all planned development work has been completed.

The block building has a new roof, electrical fans, lighting, paint, exterior doors and a new stone walkway. All the plumbing and concrete in the interior part of the building have been removed and replaced. The septic system and fresh water well is operational. The parking lots, beach area, picnic area, and forest trails have been restored and improved. The creation of new trails is an ongoing project. When the facility opens in May 2010 the rest rooms will be open and we will have drinking water from the well.

The 2009 season was a wet one. Even though the facility was closed for more days than during the past two seasons, we still had over 6,000 visits to Crocker Pond.

The Committee would like to thank our wonderful Volunteers who work at the pond on a daily basis during the season. We also wish to thank the DPW and Police departments for their help.

Respectfully submitted,
Nick Hay, Selectmen
Ron Chevarie
Heather Leger

Joe Macchia, Co- Chair
Laura Delray, Secretary
Karl Cudak
Gary Richards

Tom Torrans, Co-Chair
Gordon Brownell
Mike Dauphinais

Route 140 Safety Improvement Task Force

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

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

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

During Calendar Year (CY) 2009 the task force met on January 8th in Sterling, March 19th in Westminster, May 28th in Princeton, September 24th in Sterling, and November 19th in Westminster. All meetings included public input from those citizens in attendance, and discussions centered on Rt. 140 accident data and various improvement options as developed by the staffs of the Central Massachusetts Regional Planning Commission (CMRPC) and the Montachusett Regional Planning Commission (MRPC), each town's list of concerns, a corridor profile study conducted by the CMRPC and MRPC staffs, a "Walkable Communities" presentation, and funding issues.

The Westminster task force members revised and presented the following priority concerns:

1. Improve intersection at Rt. 140 and Mile Hill & Gatehouse Roads
 - a. Upgrade and increase size of culverts across Rt. 140
 - b. Upgrade other culverts in this intersection
 - c. Raise road @ one (1) foot
2. Improve drainage in four places
3. Improve line of sight in four places
4. Install guardrails in two areas
5. Thin out tree canopies in two areas
6. Re-signal the intersection at Rte 140 at Main Street (Rte 2A)/Rte 2 Ramp, consider adding left turn lanes, and consider reconfiguring the geometry of islands and shoulders to accommodate left turn lanes and upgrade/update pavement markings and signage.

Memorial Committee

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

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

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

Having met the requirement of a “proposed guideline and procedures” the committee still believed there was an underlying issue regarding a “centering place” for all Westminster citizens. During research, it was discovered that the town owns property adjacent to the common on Academy Hill of relatively equal size. Therefore, the committee made an additional recommendation to create the Westminster Memorial Garden, at least in concept, thus allowing a location for memorializing any and all citizens while increasing the size, scope and meaning of our “centering place” on Academy Hill.

MIXED USE OVERLAY STUDY COMMITTEE REPORT

INTRODUCTION

The Mixed Use Overlay Study Committee (MUOC) is an eight (8) voting member Ad Hoc committee established by the Board of Selectmen (BOS) to consist of members from various Town boards, commissions, and committees, as well as three (3) members at large from the community. The follow citizens were appointed as members of the MUOC:

(Chairman) William C. (Bud) Taylor II – Advisory Board
(Vice Chairman) Wynn Paiste –Industrial Development Commission
(Secretary) Nicole Moorshead – Member at large
John Fairbanks – Board of Selectmen
Joseph Flanagan - Member at large
Donald Frigoletto – Zoning Board of Appeals (ZBA)
Andrew Sears – Planning Board
Linda Wiest – Member at large

Note: Paul Bartkus was originally appointed as a member of the MUOC from the Zoning Board of Appeals, but Don Frigoletto volunteered to replace Paul Bartkus as the member representing the ZBA. This exchange occurred by the first meeting of the MUOC by unanimous consent of the parties, BOS, and MUOC members.

CHARGE OF THE COMMITTEE

The Committee would be responsible for the following:

1. Evaluate the viability and short-term/long-term benefits of a large mixed-use retail project off Simplex Drive.
2. In particular, evaluate the property tax and fee benefits from such a project and how it would contribute to defraying the costs of schools and municipal services. Work with Assessor's office.
3. Evaluate the viability for industrial use at the site in a realistic assessment of market trends.
4. Evaluate the impacts of alternate uses, such as a 40B project, other industrial development.
5. Evaluate the tax contribution to the town of commercial uses contrasted with residential.
6. Evaluate the traffic and impacts on down town business. Traffic study may be needed.
7. Hold public meetings to discuss residents' questions and objections.
8. Find the answers to all the questions that the public has asked in the meetings.
9. Review current bylaws and make recommendations on changes.

The Committee will meet two times per month for up to three months and report back with their findings and recommendation.

ACCOMPLISHMENTS

30SEP09 – The members met formally for the first time as a committee, reviewed the BoS “Charge”, elected officers, established rules and a future meeting schedule.

14OCT09–The Chair established four (4) Sub-Committees and made assignments to them as follows:

Public Meeting Video Review Subcommittee: Nicole Moorshead and Linda Wiest volunteered for this sub-committee and were assigned by the chairman. The subcommittee was tasked with obtaining the videos from the Planning Board hearings and 2009 Annual Town meeting and to chronicle a list of questions asked by members of the public at those forums. The purpose will be for the MUOC to obtain answers to those questions for the public to use in the deliberation of considering a mixed use overlay.

Other Community Overlay Information Subcommittee: John Fairbanks and Joseph Flanagan volunteered for this sub-committee and were assigned by the chairman. The subcommittee was tasked with obtaining information from as many communities and sources about overlay language and use as they could possibly obtain using the resources at the disposal of the MUOC.

By-Law Language Review Subcommittee: Andy Sears and Wynn Paiste volunteered for this sub-committee and were assigned by the chairman. The subcommittee was tasked with reviewing the previous and future submissions of language to be considered for use in zoning control by-laws with respect to mixed use overlays.

Feasibility Subcommittee: Bud Taylor and Joe Flanagan volunteered for this sub-committee and were assigned by the chairman. The subcommittee was tasked with reviewing the previous and future submissions of mixed use overlay concepts to establish their viability and appropriateness for the Town of Westminster, according to the BOS “Charge.”

The MUOC voted to have their meetings video recorded and broadcast, if possible, to provide a means to educate the community on the issues being addressed in MUOC meetings. In addition the MUOC voted to hold public meetings and provide forum for the public to provide input into the MUOC study process.

The MUOC voted to use the Montachusett Regional Planning Commission (MRPC) as a resource at no cost to the Town for expert advice and assistance in the study process.

28OCT09 – The MUOC members welcomed the new Town Planner, Domenica Tatasciore -Town Planner, and representatives from MRPC, John Hume and Glenn Eaton, as non-voting members of the MUOC. The Town Planner and MRPC submitted opinions and provided oral reports to the MUOC supporting their opinions. The Video Review Subcommittee and the Other Community Information Subcommittee made reports of their progress and submitted materials for consideration in the study process.

04NOV09 – The MUOC continued receiving reports and reviewing submissions from the Video Review Subcommittee and the Other Community Information Subcommittee. The Town Planner presented information on the Town’s zoning map, “Table of Uses”, and historical information from the application previously submitted to the Town by “Waterstone.” MRPC conducted a presentation on communities with mixed use zoning; traffic study data; usage/market information; and the potential usefulness of Attorney Mark Goldstein from MRPC for legal review of future mixed use overlay zoning language. The MUOC members voted to use Attorney Goldstein for the recommended purposes under the existing agreement between the Town and MRPC at no cost to

the Town. The MUOC extended invitations to Waterstone and Massachusetts Technology Collaborative of Westboro, Massachusetts.

18NOV09 – The Town Planner presented an extensive report to the MUOC with elements as follows: Waterstone will accept the MUOC invitation to provide responses to questions posed by citizens at the previous town forums on this subject that they feel still need answers in a future meeting; Ownership of the parcel of land at Simplex Drive; and Massachusetts Technology Collaborative decline the MUOC's invitation to participate in the study process because they were not suitable for this type of effort. The Committee then established a schedule for the next five meetings.

02DEC09 – The MUOC received input and communications from members of the community and the "Community Vine", via the Chair. It then conducted a working meeting reviewing a comprehensive and extensive submission by Other Community Information Subcommittee lead by Joe Flanagan. The result of the working session was to extend an invitation to Dr. Mullin of Mullin Associates to provide his input and explain portions of his 2007 report. Next, the MUOC voted on a list of the questions for consideration that were posed by citizens at the Planning Board hearings and 2009 Annual Town Meeting. The list of questions was compiled by the Video Review Subcommittee and the Town Planner after reviewing videos of those events. Finally, the MUOC voted to forward the questions to Waterstone for them to answer at our next meeting.

16DEC09 – A number of communications were received from the public through the Chair which were entered into the record and distributed to MUOC members for their consideration. The MUOC then entertained Neil Shalom of Equity Industrial Partners (EIP), one of the three principal owners of Waterstone Retail, his attorneys Mark Vaughn and Bob Buckley of Riemer – Braunstein of Burlington, Massachusetts, as well as Greg O'Brien of Brewster, Massachusetts, who is a communication strategy consultant for Waterstone. The MUOC and representatives of Waterstone began the process of answering the questions posed by the public the at the two Planning Board hearings and the 2009 Annual Town meeting as complied by Video Review Subcommittee. Only about half of the questions were answered in this meeting and the representatives of Waterstone consented to return to the next MUOC meeting to continue the work of answering these important questions.

REPORT OF THE CHAIR

A significant effort to obtain volunteers and means to record and broadcast the meetings of the MUOC was undertaken with no positive results. The members of the MUOC individually sought support through multiple avenues such as the press, academic institutions, and local community groups without success. Fortunately, the local press is providing coverage of the meetings in their media outlets.

Respectfully submitted by William C. "Bud" Taylor II, Chairman, on behalf of the Committee

250TH ANNIVERSARY COMMITTEE

The 250th Anniversary Committee is a 9 member volunteer board, appointed by the Board of Selectmen. The 250th Anniversary Committee met the first Monday and the third Tuesday of the month in 2009. The Anniversary Committee worked with local groups and businesses to plan events which celebrated and commemorate the 250th anniversary of the establishment of the Town of Westminster which occurred on October 20th, 1759.

250th Anniversary Committee

Grand Finale Event October 24, 2009 - Bill Wintturi, Richard (Jiggs) Ahlin, Bob Cudak, Sam Albert, Lorraine Emerson (Chairman), Karen Irving, Linda Landry, Melody Gallant. Not pictured – Brent MacAloney, Preston Baker

The 250th Anniversary Committee would like to thank you for being part of the 250th Anniversary year celebration. We hope that you have enjoyed the past 10 months of Anniversary events as much as we have enjoyed bringing them to you. It is difficult to believe that 5 years of planning has come to an end.

It seems like just yesterday that we sat around the table at the Public Safety Building wondering where to start. From the being, our goal was to have a variety of fun filled events that reflected Westminster's rich history of family and community that could be enjoyed at little or no cost. We believe that we achieved that goal based on the level of participation we had at each of our events.

This was all made possible by the support of the taxpayers who voted a total of \$ 40,000 at four Annual Town Meetings, along with the generous support of our Sponsors who donated nearly \$70,000 dollars in cash and in-kind services. We find this level of support amazing given the state of the economy. We are truly blessed to be surrounded by this level of generosity.

We would like to thank the nearly 100 volunteers and town employees who helped on the various event sub-committees. Without their help, this would have been an impossible undertaking for the committee. In particular we would like to recognize the Parade Committee lead by Steven Hemman and Denise MacAloney. We were truly impressed with their level of detail and the extent of the organizations skills it took to pull off an event of this magnitude. Thank you again for all of your hard work. This has been a great 10 months of celebration thank you again for being part of it.

THE KICK OFF



The Anniversary celebration started on December 31, 2008 with a Kick-off event that was held jointly with our Neighbors from Princeton. We had a lot of help cutting the cake.

THE YOUTH DANCE



January 30th a Youth Dance for Middle School and High students was held at the Colonial Hotel.

THE ICE FISHING DERBY



February 21st we had the perfect day for the Ice fishing Derby.

THE TOWN SKATE



And skate which included an egg toss.

WINTER CARNIVAL



The Snow was nearly gone by February 28th when we had the Winter Carnival, but 800 people came to this event anyway. Many of the events were held in the riding arena at Wildwood farm.



Despite the lack of snow, the outside was enjoyed with the hayrides and petting zoo.

& CHILI COOK OFF



BROTHERS OF THE BRUSH



Brothers of the Brush beard judging contest was held on March 14th. Even a goat got in on the act.

VARIETY SHOW



The Variety show comprised of 21 great acts was held on March 20th in the Oakmont Regional High School Auditorium. We never figured out who the gal with the feather boa was, perhaps Dr. Zapantis could tell us.

MARCH MADNESS



March Madness 3 on 3 Basketball Tournament was held on March 27th. There were teams from all age groups as well as a Town officials team who took on the Girls JV High School basketball team.

HOME TOWN TASTING

On April 9th a Home Town Tasting Food & Brew fund raiser event was held at Joe's Bistro. The proceeds went to help fund other events

POLICEMEN'S BALL

The Policemen's Association Ball featuring the local band Crisis was held on May 16th at the Westminster Country Club

VOLKSWALK



The Volkswalk was held on May 30th.

LIONS CLUB AUCTION



The Lions club annual auction was held on May 30th.

TOWN BAND CONCERT



The Town Band Anniversary Concert was held on June 14th on Academy Hill. It was complete with the 1812 Overture with muskets.

4TH OF JULY FAMILY DAY

4th of July family day featured tie dyed tee-shirts and taste treats along with Patriot music by Ron and Megan McGuire followed by a reading of the Declaration of Independence. The reading featured 30 participants including State Representative Lew Evangelidis.



CROCKER POND FAMILY DAY



Crocker Pond Family day held on July 18th, included swimming and kayaking

CROCKER POND FAMILY DAY



Pie eating contests and face painting

FIREMEN'S MUSTER



On August 1st at the Firemen's Muster, Westminster proved to be "Always Ready"

FIREMEN'S MUSTER



The entrant from Northborough got some local help and the newly restored Seagraves fire truck was on display for the first time.

AUGUST 22ND EVENTS

ROAD RACE



Nearly 200 runners participated in the Cracker Factory 5

CAR SHOW/CRUISE



What's under the hood? Check out the leather interior.

AIRFORCE LIBERTY BIG BAND



FIREWORKS



TOWN HALL DECKED OUT IN BUNTING



SEPTEMBER 27TH THE PARADE – someone mentioned it rained.... We didn't notice.



Westminster Police honor guard. Operation Big Ice was crowd favorite.



There were State and local officials as well as Ancient Mariners.



As well as drummers




Local floats




And the Committees THANKS.

OCTOBER 20TH THE ANNIVERSARY CONCERT



PRINCETON & WESTMINSTER

250TH ANNIVERSARY GALA CONCERT



100+ YEARS OF BROADWAY

Featuring the Salisbury Singers

Tuesday, October 20, 2009

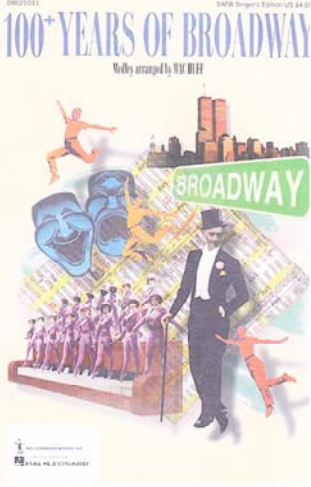
(Both Towns were established on October 20, 1759!)

At the Dukakis Theater at Monty Tech

7:30 PM

Local and State dignitaries will be in attendance

Ticket purchase restricted to residents of the two Towns : \$5



This performance is dedicated
to the memory of
**Dennis E. Rindone of Princeton
and Preston D. Baker of Westminster**

Tickets may be purchased
For Princeton residents at:
www.princeton250.org

For Westminster residents (after September 1st)
at: Westminster Town Hall, Forbush Library
or
IC Federal Credit Union – Westminster Branch

Sponsored by the Princeton and Westminster 250th Anniversary Committees

The Anniversary Concert commemorated the establishment of Westminster and Princeton. The event was highlight with the Presentation of citations from the Honorable Congressman John Oliver, the Honorable Governor Deval Patrick and the Honorable State Representative Lew Evangelidis. It should be noted that the event was held in memory of Preston Baker of Westminster and Dennis Rindone of Princeton both dedicated public servants.

OCTOBER 24TH THE GRAND FINALE EVENT

Let them eat cake



And party hearty



THE ANNIVERSARY SIGNATURE QUILT



Jessica Leger designed and made this beautiful signature quilt and presented it to the town at the special Fall Town Meeting held on December 1st. It will be permanently displayed at the town hall.

THE SPONSORS

TAX PAYERS OF WESTMINSTER \$ 40,000.00

PLATINUM – DONATIONS OF \$ 7,000.00 AND MORE



\$ 7,500.00
Parade Sponsor

IC Federal Credit Union proudly sponsors the Town of Westminster's 250th Anniversary Celebration. Founded in 1928, IC has been serving Central Massachusetts for over 80 years, and serving our friends in the Westminster community for more than 17 years. Accepting the check for Westminster's 250th Anniversary Celebration Committee are Chair, Lorraine Emerson, and Vice Chair, Sam Albert (left to right are) Mark Boudreau, Branch Manager of IC Westminster, Sam Albert, Vice Chair 250th Anniversary Celebration, Lorraine Emerson, Chair, 250th Anniversary Celebration, Judy Kaddy, Senior Vice President Lending & Marketing of IC, and Phil Richards, Senior Vice President Retail Sales & Service for IC. The photo was taken at IC's Main Office at 300 Bemis Road in Fitchburg.



\$ 7,000.00
Fireworks Sponsor

Aubuchon Hardware proudly sponsors the Town of Westminster's 250th Anniversary Celebration. William E. Aubuchon Sr. opened his first store in Fitchburg in 1908. In the 1970's Aubuchon Hardware moved there Headquarters to Westminster. The Aubuchon Family has been a leader in serving Central Massachusetts for 100 years.

Accepting the check from M. Marcus Moran, Jr President (left) and William E. Aubuchon, III CEO (far right) for Westminster's 250th Anniversary Celebration Committee are Chair, Lorraine Emerson, and Vice Chair, Sam Albert.



\$ 7,000.00
Parade Sponsor

SimplexGrinnell, a Tyco International company recognized as a leader in the fire and life-safety industry, has made a generous contribution in support of the Town of Westminster's 250th Anniversary Celebration. The check presentation was held in the Worldwide Visitor's Center at the SimplexGrinnell/Tyco facility in Westminster, the base of operations for more than 625 SimplexGrinnell and Tyco Safety Products employees.

Pictured left to right are: Dave Baer, Vice President, Marketing, SimplexGrinnell; Chris Woodcock, Director, Marketing Communications, SimplexGrinnell; Lorraine Emerson, Chairman, Westminster 250th Anniversary Committee; Bob Chauvin, Vice President, Northern Operations, SimplexGrinnell; and Sam Albert, Westminster 250th Anniversary Committee.



\$ 7,000.00
Kick-Off Event &
Grand Finale Parade Sponsor

Vincent's Country Store proudly sponsors the Town of Westminster's 250th Anniversary Celebration. Bruce Vincent founded Vincent's Country Store in December of 1992 and has been serving the community of Westminster and the surrounding communities since. Vincent's Country Store is "Locally owned, locally involved."

GOLD – DONATIONS OF \$ 5,000.00 AND MORE

Fitchburg Welding
 Twin City Machining

SILVER – DONATIONS OF \$ 2,500.00 AND MORE

Colonial Hotel
 Wachusett Mountain Ski Area
 Waste Management

BRONZE – DONATIONS OF \$ 1000.00 AND MORE

The C.W. Little Company
 Preston Baker Memorial Donations

BANNER SPONSOR'S

Aubuchon Hardware
 Brandon Funeral Home
 The C.W. Little Company
 Dr. & Mrs. Owen Christensen
 E.J. Wyson Trucking
 First Congregational Church
 Gardner Cinemas
 Green Tea Chinese Take Out
 Heywood Hospital
 Our Savior Lutheran Church
 The Popik Family
 Ranor, Inc.
 St. Edward the Confessor Parish
 Sawyer-Miller-Masciarelli Funeral Homes
 Stefanos' House of Pizza
 Wachusett Brewing Company
 Westminster Business Park
 Westminster Garage
 Westminster Golf Course Inc.
 Westminster Lions Club
 Westminster Pharmacy
 1280 WPKZ

FRIENDS OF THE 250TH – DONATIONS UP TO \$ 500.00

Anderson Bagley & Mayo
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John Conant
Democratic Town Committee
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Jessica Leger
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Patricia Lasky
Rollstone Bank & Trust
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Ryan Patrick Jones Heart of a Hero Foundation
Senior Citizens Friendship Club
Trowbridge Engineering, LLC
Wachusett Professional Tax Service

Thank you, the volunteers, sponsors and tax payers of the Town of Westminster for making this past year one to truly be proud of.

Respectfully Submitted,

Lorraine Emerson, Chairman
lemerson@westminster-ma.gov
Sam Albert, Vice-Chairman
Melody Gallant, Treasurer
Karen Irving, Secretary
Richard Ahlin, member
Robert Cudak, member
Linda Landry, member
Brenton MacAloney, member
William Wintturi, member

ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT
Report of the Superintendent of Schools
2009 Annual Town Report

Dear Residents of Ashburnham and Westminster:

For the FY09 (July 1, 2008 – June 30, 2009) the school committee certified an operating budget in the amount of \$25,737,184. For the FY10 (July 1, 2009 – June 30, 2010) the school committee certified a balanced operating budget in the amount of \$25,382,946. This represents a decrease of \$354,238 in operating dollars from the previous fiscal year. This decrease resulted in the reduction of 30.9 full-time equivalent staff (11.4% of staff reduced) which resulted in larger class sizes and fewer course offerings. In preparation of the FY10 budget, during the spring of 2009, the school department requested an operating override. On June 16, 2009 a ballot vote to raise an additional \$393,752 with a proposition 2 ½ override failed. The operating override request would have resulted in Ashburnham raising \$156,849 and Westminster raising \$236,903 in additional funds. The shortfall in the operating budget was a direct result of a decrease in regional transportation funding from state. Additionally the school committee was faced with having to use \$508,702 in excess and deficiency funds (a non-reoccurring revenue source) to balance the FY10 budget and avoid additional employee reduction in force lay-offs.

Given the difficult fiscal times in FY10, the school district was forced to make some difficult decision which included raising the athletic fee from \$175 per student/sport to \$195. The ice hockey team paid an additional \$200 fee per student to pay for ice time use at Cushing Academy. Freshmen football, freshmen boys basketball and freshmen girls basketball were all dropped from the athletic program. The economic downturn resulted in no additional revenue dollars such as 2 ½ plus growth from either town. The five year capital plan was not funded.

Despite difficult fiscal times, the town of Ashburnham raised \$400,000 and the Briggs Building Committee hired Lamoureux-Pagano Architects to begin a feasibility study on the John R. Briggs Elementary School. The study will produce three options (no build, renovate/build, and build new) for the Briggs Building Committee and the Massachusetts School Building Committee to consider. STV remains project manager during this phase of the project.

Despite some fiscal setbacks, the school district continued to make gains regarding in student learning and achievement. The school district continued to offer full-day, full-time kindergarten. Research supports that a full-day kindergarten program will improve student achievement, reading and mathematics skills. A special education middle school program (COMPASS) was implemented with the use of the American Recovery and Reinvestment Act (ARRA) federal funds. The COMPASS program serves a wide variety of students on the autistic spectrum. The district received \$720,282 in ARRA funding in total. The funds were targeted in the areas of special education, title I reading and to fully fund full-day kindergarten.

A group of private residents organized the Ashburnham Westminster Foundation for Academic Excellence to provide grants to teachers and cultural groups. The Foundation is a 501(c)3 which will allow citizens to make a tax free contribution to help improve the quality of public education. The Ashburnham Westminster Foundation is a nonprofit organization dedicated to helping teacher better educate tomorrow's artists, inventors, educators, and community leaders by providing private financial support that enhances their students' academic experiences.

Meetinghouse/Westminster Elementary School and John R. Briggs Elementary School continued to implement a comprehensive school improvement action plan to better focus teaching and learning and to help all students meet adequate yearly progress expectations as defined by No Child Left Behind. Additionally, the Department of Elementary and Secondary Education (DESE) is using a composite performance index (CPI) and a student growth model (SGM) to measure the progress of student within the school district.

Professional development continued to remain a hallmark for teachers and administrators. Teachers used professional development time to continue to align curriculum, design differentiated instruction and creative formative assessments to meet the learning styles of all students. Additionally principals and assistant principals continued to participate in professional development and received extensive training in the supervision and evaluation of staff with the focus on improving teaching instruction and student learning. Again this year the NAWWG-MT group of schools (Narragansett Regional School District, Ashburnham-Westminster Regional School District, Winchendon, Gardner and Monty Tech.) collaborated to participate in a full-day of comprehensive professional development. Many of the NAWWG-MT workshops offered were facilitated by AWRSD teachers.

Administrative personnel changes which occurred in 2009 included the resignation of Dr. Alan Chates, director of special education and pupil service. Kathy Veroude was hired to replace Dr. Chates. Other administrative reductions included in the 30.9 FTE decrease include Andrea McGrath, assistant principal at John R. Briggs and Cathy LaRoche, liaison in the special education department.

FY11 (2010-2011) will continue to be a fiscal challenge for the Ashburnham-Westminster Regional School District as well as a fiscal challenge for the towns of Ashburnham and Westminster. Despite falling revenues and increasing expenses, the school district will work to continue to provide the best quality education within the budget. The school district will continue to look for efficiencies in containing costs and explore options for increasing revenue. School district personnel have worked tirelessly to maintain high standards for each child. The two communities attract many homebuyers based on the high quality of public education provided to the students. Ashburnham-Westminster is an attractive rural community that offers students an environment that is nurturing and respectful. If the school district suffers another massive layoff in FY11 as it did in FY10 services to children will continue to deteriorate and the stature of the community will suffer.

September 2009 began my seventh year as superintendent of schools. On December 1, 2009, I announced my retirement effective June 30, 2010. It has been a pleasure to serve the communities of Ashburnham and Westminster. As I have said many times in the past, "schools belong to the community". It is the responsibility of the communities to support the school district. Schools remain a reflection of the community within which they existing. As superintendent of schools, thank you for your support and the opportunity to serve the students and the community-at-large.

**ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT
2009 ANNUAL TOWN REPORT**

***BUDGETS
2009-2010***

ACCOUNT	NUMBER	DESCRIPTION	AUDITED EXPENSE 2008-2009	CURRENT BUDGET 2009-2010
FUND 01	GENERAL			
Totals	Function 1000	Administration	673,161	597,793
Totals	Function 2000	Instruction	14,347,030	14,655,896
Totals	Function 3000	Other School Services	2,795,162	2,862,186
Totals	Function 4000	Operation & Maintenance of Plant	2,571,704	2,537,099
Totals	Function 5000	Fixed Charges	2,496,098	3,166,651
Totals	Function 6000	Miscellaneous	8,000	8,000
Totals	Function 7000	Capital Outlay	134,117	104,900
Totals	Function 8000	Debt Service: Principal Interest	1,775,000 624,781	1,775,000 624,781
Totals	Function 9000	Tuition and Other Costs	1,532,470	1,804,659
<u>GRAND TOTALS</u>			26,957,522	28,136,965

~~~PLACE OF ATTENDANCE; DISCRIMINATION~~~

Every person shall have the right to attend the public schools of the town where he/she actually resides, subject to the following section. No person shall be excluded from or discriminated against in admission to a public school of any town, or in obtaining the advantages, privileges and courses or study of such public school on account of race, color, sex, religion, national origin or sexual orientation.

Mass. General Law Chapter 76, Section 5

Amended by St.1971, c.622, c.l.; St. 1973, c.925, s.9A; St. 1993, c282.

ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT 2009 ANNUAL TOWN REPORT

~~~HOURS OF SCHOOL SESSIONS~~~

Meetinghouse School	8:30 AM – 2:55 PM
Westminster Elementary School	8:30 AM – 2:55 PM
John R. Briggs Elementary School	8:30 AM – 2:55 PM
Overlook Middle School	7:40 AM – 2:05 PM
Oakmont Regional High School	7:30 AM – 1:55 PM

The “No School” signal for Oakmont Regional High School and Overlook Middle School will be sounded on the Fire Alarm at 7:00 AM.

The “No School” signal for elementary schools will be sounded on the Fire Alarm at 7:30 AM.

The “No Afternoon School” signal will be sounded on the Fire Alarm System at 11:30 AM.

“No School” or early dismissal notices will be broadcast over radio stations WEIM 1280 AM, WTAG 580 AM, WSRS 96.1 FM, WBZ 1030 AM, CBS Channel 4 TV, WXLO 104.5 FM, WGAW 1340 AM, WCVB Channel 5 TV, WRKO 680 AM, Fox 25 and Channel 7 TV.

School openings may be delayed two hours on occasion. The radio stations will air this notice.

Safeguard the health and welfare of your child by keeping him/her at home when, in your judgment as a parent, conditions warrant.

~~~SCHOOL COMMITTEE MEETINGS~~~

The Ashburnham-Westminster Regional School Committee holds its regular business meetings Tuesdays at 7:00 PM at Overlook Middle School Library. You can view meeting dates, the agenda, past minutes and meeting locations on our webpage at www.awrsd.org. School Committee meetings

~~~SUPERINTENDENT/BUSINESS OFFICE and WEBSITE~~~

The Superintendent / Business Office is located at Oakmont Regional High School between the cafeteria and new gym. Our address is 11 Oakmont Drive, Ashburnham, MA 01430. We are open Mon-Fri from 8AM-4PM. You can reach us at 978-827-1434 or fax us at 978-827-5969.

You can view the Ashburnham-Westminster Regional School District’s website at www.awrsd.org updated information of the schools, budget information and events. General information can be e-mailed to info@awrsd.org.

DATE: 10/01/09

Grade	Ashburnham	Westminster	School Choice	Sped (i.e.–day program; residential)		Other (exchange student)	Total
				West.	Ash.		
PRE-K	13	42	0	0	0	0	55
K	78	63	0	0	0	0	141
1	76	106	0	1	0	0	183
2	74	99	1	0	1	0	175
3	61	95	2	1	1	0	160
4	85	109	2	0	0	0	196
5	83	105	1	0	1	0	190
6	105	90	1	1	0	0	197
7	91	101	3	1	1	0	197
8	71	96	7	1	1	0	176
9	80	93	11	1	1	1	187
10	93	99	10	3	3	0	208
11	74	88	14	1	4	1	182
12	73	90	11	2	2	0	178
Students above grade 12	4	5	1	2	2	0	14
Totals	1061	1281	64	14	17	2	2439
GRAND TOTAL – ALL STUDENTS							2439

ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT
Oakmont Regional High School
2009 Annual Town Report

We have faced new challenges this year due to budget constraints. We are limited in the number of courses we can offer and more importantly the flexibility of our master schedule. We have made significant cuts in our social studies, foreign language, and special education departments. We are also offering fewer courses in our math, English and art departments. The role of the dean of students has been reduced and department coordinators have been eliminated.

However, we have not lost sight of our goal to continue to provide all students with 21st Century Skills to ensure that they are prepared for success in whatever they choose to do after leaving Oakmont, whether it's continued academic study, employment, or military service. We believe that our focus must be on the changing needs of our economy and society and that our curriculum needs to continually evolve in response to the challenges of the future. In particular we're concerned about helping our students develop the skills to think critically, creatively solve complex problems, understand diverse cultures, and communicate effectively.

Our school enjoys a tradition as a respectful, orderly learning community within which each person is treated with dignity and respect. That tradition depends on mutually accepted values, responsibilities, and guidelines. It's important that everyone understand the expectations for responsible behavior. It's equally important that everyone understand students' and parents' rights to quality educational services. In this atmosphere student learning and success is more easily attained.

We believe that co-curricular activities directly translate into academic success for students involved in clubs, student government, performing and visual arts, and athletics. In the past few years we have compared the GPA, attendance and discipline records of students involved in co-curricular activities and those who are not. In every case involved students have better GPAs, attendance and discipline records.

This year we have seen unprecedented success in curricular and co-curricular areas. Our Art students were awarded \$3500 in scholarships at the Anna Maria High School Art Competition and collectively Oakmont won the award for the Most Winning Entries. Again our students won many awards at the 2009 Boston Globe Art Show. One of our math teachers brought a group of her AP Calculus students to WPI for a Math competition. The students did very well and one of our students was awarded a \$1000 scholarship to WPI. The Marching Band has had a very successful competition season that culminated with a second place score in the USSBA New England Championships in New Britain, CT and a silver medal at the State MICCA Competition in Lowell. This fall we inducted seven new students into the National Honor Society increasing their membership to 50 students. NHS membership is not only based on academic performance but leadership, character and service. A great number of our English and Creative Writing students have entered and have been awarded prizes in various writing competitions. Our Sociology students successfully completed the MVP program about dating violence, being trained as leaders to deter such behavior. A teacher has volunteered to advise a group of environmentally concerned students who have worked to educate our students and faculty about energy and cost saving measures.

In athletics, last winter the varsity ice hockey team were league and district champions before losing to Chicopee HS in the Division 3A State Finals. The boys and girls basketball teams won their league championships, as did the boys track team in the spring. This fall, Oakmont varsity athletic teams have won or shared a league title in five sports: Golf team: Mid-Wach C Co-

Champs, Boys Cross Country team: Undefeated Dual Meet League Champions, League Meet Champions, Varsity Boys Soccer team: District Sportsmanship Award, Mid-Wach C Co-Champs, Girls Varsity Soccer team: Mid-Wach C Co-Champs, and the Varsity Field Hockey team: Mid-Wach B Co-Champs, District Champions. The Field Hockey played for the Division II State Championship, but lost to Watertown HS 1-0. The Varsity Football team won the Division 3A Super Bowl.

Despite the challenges, we're very proud of our school community and what it has to offer. We have an outstanding faculty and support staff. We have a wonderful building and great sports facilities. We have a student body that is energetic, talented, and responsible. Oakmont offers a wide variety of opportunities. Our athletic teams, music program, dramatic productions, art department, technology education department, and academic programs are among the best in Massachusetts.

I am deeply concerned about the future of our high school. We are once again facing dwindling resources. The faculty and students have continued to succeed despite these limited resources and annual budget cuts. Think of what they could accomplish if this was not an issue.

Submitted by,
David Uminski, Principal

Oakmont Regional High School School Nurse Report for 2009

OAKMONT HEALTH OFFICE ENCOUNTERS:
(1/1/2009- 12/31/2009).

Student Illness:	2,503
Student Injury:	627
Student Behavioral Health Support:	120
Student Individual Health Education:	156*
Medications Dispensed: (to include OTC & prescription medications)	1,819
Student Scheduled Procedures: (to include diabetes monitoring, catheterizations, ear and lung assessments etc.)	677
All Other Encounters (student & staff):	410
EMS Activations (student & staff):	8
Percentage of students returned to class after visit to Health Office:	88%**

* All encounters provide some degree of health education. This number reflects in-depth health education encounters.

**This statistic is provided to emphasize the importance of having a registered nurse present in the school building. Skilled nursing assessment and treatment of minor illnesses and injuries in the school setting increases a student's potential for educational success by decreasing the amount class time lost to treatable discomfort caused by minor illness or injury.

OTHER ACTIVITIES:

The H1N1 influenza pandemic demanded a large amount of time being devoted in mid-late 2009 to surveillance efforts, staff, student and parent education, and daily communication between other district nursing staff and public health officials. The primary message that was stressed to the community was to keep students home if flu symptoms were present. I am pleased to report that, due in to our community education efforts and exceptional parental cooperation, only a very small number of presumptive H1N1 cases were actually seen in the building.

State-mandated vision, hearing and postural screenings of ninth grade students was conducted in March and April, with the assistance of an ESHS Grant funded nurse.

The Health Office also hosted two senior nursing interns from Fitchburg State College, who were satisfying a school requirement in Community Health Nursing.

I also had the pleasure of participating in two research studies in 2009. The Tobacco Cessation Intervention Research Study conducted by the University of Massachusetts was concluded after three years. This office, and selected Oakmont students, participated throughout the entire study period. Boston College also conducted research involving an intervention for increasing student compliance in carrying auto-injectable epinephrine (Epi-Pens) with them at all times. Again, selected Oakmont students participated in this research study.

Again, it is my continued pleasure to serve the community of Ashburnham as the School Nurse here at Oakmont Regional High School.

Respectfully submitted,

Susan M. Lofquist, RN (BSN)

Overlook Middle School 2009 Annual Town Report

Overlook Middle School services a population of 600 students in the 6th, 7th, and 8th grades. The aim at Overlook is to balance a well defined curriculum, with programming designed to encourage the growth of well rounded young citizens. The goals of the staff at Overlook can best be summed up by looking at the school mission statement:

Mission Statement

Recognizing the unique needs of our early adolescent students, the staff of Overlook Middle School is dedicated to ensuring a successful transition from middle school to high school by:

- Providing a caring, welcoming, supportive environment for all;
- Teaching a standards-based curriculum, fostering intellectual, emotional, physical and social development;
- Cultivating individual strengths and talents within a heterogeneous environment;
- Collaborating and communicating with parents and the extended community;
- Developing learners, who value, respect and accept the diversity of others.

At Overlook Middle School, communication is a major priority and we welcome any comments or suggestions. The phone number for the school is 978-827-1425 and the office hours are from 7 a.m. to 3 p.m., Monday through Friday. Interested persons may also find information about the school from the website through the Overlook tab at www.awrsd.org the district website.

Overlook Middle School School Nurse Report for 2009

The mission of the School Health Office at Overlook Middle School is to provide preventative health screenings, primary nursing care and intervention for medical and mental health issues to Overlook's 600 plus students and staff. The duties and functions of the School Nurse are determined in large part by the health conditions of the students we serve. The office sees 20 to 45 students per day. Our role is to support the students' success in the learning process. Maintenance and interpretation of health information is necessary to meet the students' various needs. The office also provides preventative health counseling to staff members, and 30 members participated in the annual flu vaccine clinic last winter.

Insulin management, diabetic education, asthma treatments, daily medications, ongoing illness and injury assessment occur regularly for both students and staff. Cooperation and communication with parents/guardians occupies a substantial part of the average day. Each visit presents a health and lifestyles teaching opportunity for the school population.

Overlook's School Health Office also hosted a nursing student from Fitchburg State College for several months of their training in community health. Nursing students participated in screenings, teaching, illness assessment and treatment.

In 2009, nutritional improvements continued to be implemented that were consistent with the District's Health & Wellness Policy. Nursing policies and protocols were revised throughout the District to promote more consistency and continuity.

Each year, student and staff records are updated to assure compliance with the regulations adopted by the Department of Public Health. These regulations include postural, vision, and hearing screenings on all students, as well as mandated immunizations.

The Ashburnham Westminster School District continued to receive funding from the Department of Public Health - Enhanced School Health Grant. Working within this grant we are able to provide additional nursing time among the various schools in the district to help complete required screenings and immunizations. The grant provides funding for continuing education and recertification to all those interested in Basic CPR training.

We are very fortunate to have Dr. Lisa R Brown MD as our school physician and advisor.

Respectfully submitted,

Ann Lee Fredette, RN

ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT
Meetinghouse School/Westminster Elementary School
2009 Annual Town Report

Over the past year Meetinghouse School and Westminster Elementary School have opened their doors and welcomed close to 650 students.



The talented and caring faculty and staff have worked with children from preschool through fifth grade. Full day kindergarten was offered to all of our students with no additional tuitions being required. Our busy first graders became budding readers and writers while learning much about numbers, dinosaurs, and their community. Second and third graders expanded upon their reading and writing skills and explored science and history with much excitement. Fourth and fifth graders were presented with curriculum that taught them strategies needed for acquiring academic knowledge and

attaining independence in their learning. The focus of our work has started to shift...changing our professional discussions from *“What did I teach the child?”* to *“What has the child learned?”*

Title I and Special Education services were offered to those students requiring intervention services in the areas of Language Arts, Math, Speech, Physical Therapy, and Occupational Therapy. Westminster Elementary School housed two CAPS Collaborative classrooms allowing students with severe special needs to be included in our programs.

Our physical facilities continued to be used around the clock. The Extended Day Program offered before and after school care for working parents. This much needed service provided families with practical solutions to day care during school vacation weeks and the summertime. The gymnasium at WES was used daily by the town recreational leagues. In addition, a number of civic groups such as the Boys Scouts, Girl Scouts, and Brownies relied on building space to hold their meetings. This year we also had a Legos Robotics team that met in one of our empty classrooms. The reduced custodial staff worked diligently to keep our buildings clean and safe for the students and the general public.

At the conclusion of the 2008-2009 school year, we were forced to make significant reductions to our building budgets. This resulted in the termination of four classroom teachers, four paraprofessionals, and the elimination of our one part time school adjustment counselor. Our Assistant Principal, Kathy Kelley, had her work schedule adjusted to include two days a week working at John R. Briggs School in Ashburnham. In addition, we also reduced funding for curriculum and general school supplies which were already at a very low number. When a person looks at the line item budgets for Westminster Elementary School and Meetinghouse School he/she may be quite surprised by the number of “zeros” found there.

Despite the troubling financial times we are facing, our schools are still very fortunate to have many community members and parents available to help in a variety of ways. At Meetinghouse School, volunteers have been working to transform one area of the Library into a Jan Brett Reading Corner in memory of Mrs. Linda Peltola. Mrs. Peltola was a first grade teacher at Meetinghouse School that lost her battle with cancer during the spring of 2007. Teachers, parents, former students, and community members have all stepped up with financial donations, supplies, and time. The area has been cleaned, painted, and recarpeted. Beautiful canvas murals have been painted by

Mrs. Lee Lamsa and Mrs. Annie Banning. The school hopes to have an official opening of the reading corner sometime this spring.

At Westminster Elementary School the Computer Lab was brought up to date thanks to the School Committee's approval of the continuation of the Computer Leasing Program. Thirty new computers were put into the lab allowing for the most up to date usage of internet access and software programs. The new technology is vital for the school as we move forward with plans to provide ongoing computerized assessments for our students. We also recognize the need to integrate the teaching of technology across all subject areas in an effort to prepare our students for 21st century learning.



Respectfully Submitted,

Patricia Marquis
Principal

Meetinghouse School School Nurse Report for 2009

The Meetinghouse School Health Room continues to be the site where primary nursing care as well as preventive and early interventions of health problems occur to students in pre-kindergarten, kindergarten and first grades.

All student and staff records were reviewed for compliance of the Massachusetts Board of Health regulations.

Mandated screenings were done on 200 students. These students were tested for vision and hearing difficulties and measured for height and weight growth. BMI (Body Mass Index) calculations were done on all first grade students and letters were sent home to parents with these results. Children who did not meet the minimum requirements mandated by the State for vision and hearing were referred to their primary care physician for further evaluation.

Pediculosis screenings were done on 240 students in September and continued throughout the year as needed.

Our district is still involved with the Massachusetts Department of Public Health Essential School Health Services and receives grant funds. The nurse leader and all the school nurses are working within the frameworks of this grant. Besides monthly activity reports that are submitted to the Department of Public Health, we have continually updated protocols and policies. We participated in numerous surveys such as vision screening survey, 911/emergency protocol survey, immunization surveys, asthma surveillance survey, and parent satisfaction survey.

As a member of our Safety committee, periodic meetings are held with staff members of Meetinghouse and Westminster Elementary Schools as well as representatives from the Police and

Fire Departments. Our goal is to ensure proper safety practices are being done. A building evacuation drill was performed with all students and staff participating and a lockdown drill with just staff participating was also held. The nurse leader is also a representative on the school district safety committee. The nurse leader is a member of the Home Health Activation Network (HHAN) and has participated in several emergency drills.

As coordinator of area school districts (NAWWG-MT) professional development, yearly presentations were scheduled to keep the nurses updated in new practices. The nurses are also members of the Massachusetts School Nurse Organization and the Department of Education and participate in continuing education offerings that the organizations offer.

As members of the School Health Advisory Committee (SHAC) attendance at quarterly meetings continue to discuss any health concerns/issues in our school district as well as to promote health education in all grades. Implementation of programs according to the results of our district's yearly Youth Risk Behavior Survey (given to middle and high school students) continue to be discussed and done. Healthy eating continues to be a priority and discussions are done with the Food Service director on a continual basis.

Collaboration with the Caring for Kids Dental Program provided dental screenings, cleanings and fluoride treatments for some of our children who do not have access to those services.

CPR and First aid classes were offered to staff members in the entire district certifying them using the American Red Cross standards.

Dr. Lisa Rembetsy-Brown continues to serve as our school physician and consultant whenever needed.

Since the spring nurses have been involved with ongoing efforts to combat the H1N1 flu. Numerous conferences were attended and participation in frequent conference calls with the Department of Public Health were done. Tracking of symptoms continue to be done with reporting as requested. Communication with parents and staff continues on a regular basis with letters and website updates. Three H1N1 and seasonal flu clinics were hosted by the district working in conjunction with the Westminster Board of Health and the Nashoba Board of Health. Over 800 children and adults were vaccinated. The school nurses volunteered their time at all of these clinics.

The number of times health room services were provided totaled 3935. This number indicates when students and staff were seen for first aid, health status evaluations, medication administration, and daily procedures.

Respectfully submitted,
Marcia Sharkey RN Nurse Leader
Nancy Taylor RN School Nurse
Meetinghouse School Nurses

**Westminster Elementary School
School Nurse Report for 2009**

The Westminster Elementary School nurses' office provides nursing care to students and staff in grades 2 through 5.

For calendar year 2009 there were 7, 210 visits to the nurses' office. This number indicates visits by students (7088) and staff (122) for first aid, health assessments, health instruction, medication administrations and daily procedures.

In addition to nurse visits, 410 students had health screenings done, BMI calculations were done on 112 fourth grade students, with the results sent to parents, and postural screenings were done on 100 fifth grade students.

Once again, dental services were offered by Community Health Connections. Twelve students were seen by Dr. Shea for dental exam and received cleanings, fluoride applications, sealants and temporary fillings from hygienists Heather Reid and Louise Nally.

Flu vaccines were administered to 20 staff members. In December, I volunteered to administer the H1N1 vaccine to parents and children at the Gardner Health Center and volunteered at a flu clinic held at Oakmont, offering the H1N1 vaccine to students and their families.

During both the Spring 2009 and Fall 2009 semesters, senior nursing students from Fitchburg State college spent one day weekly in the WES nurses' office to obtain clinical experience in a community health setting.

Five Westminster families were assisted with their own holiday celebrations through the generosity of students and staff.

Puberty classes were presented the fifth grade students and hand-washing techniques were reviewed in one of our third grade classes.

Public health issues included monitoring for H1N1 during the spring and fall of 2009. During the week of 11/2/09-11/6/09 there was a spike in absenteeism of students ranging from 70-93 of the 410 students. The majority of these absences were for complaints of flu-like symptoms and most parents were advised by their PCP that it was likely H1N1 flu. The majority were not tested for the flu during this time period.

The WES nurse participated as a member of the Health Advisory and Safety Committees.

Respectfully submitted,
Sue Quigley-Belliveau, RN

ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT
Employee Salaries 2008-2009
2009 Annual Town Report

Note: The operating budget for the Ashburnham-Westminster Regional School District is supported by funding from the Commonwealth of Massachusetts, the Town of Ashburnham and the Town of Westminster. The percent of payment is

State Contribution 43.3%
Ashburnham Contribution 23.0%
Westminster Contribution 29.5%
Other 4.2%

Agnir, Sharon	\$5,824	F	Bennett, Katherine	\$56,039	T
Aho, Marcia	\$24,350	P/E	Bennett, Margaret	\$22,618	E/F
Alario, Susan	\$40,227	T	Bennett, Margaret	\$53,340	T
Allen, Kathy	\$16,415	P	Berenson, Rebecca	\$51,082	T
Allen, Steven	\$29,664	C	Berg, Troy	\$36,852	T
Altobelli, Dana	\$64,559	T	Berger, Danielle	\$12,225	P
Ambrozy, Laura	\$41,177	G	Berger, Susan	\$18,390	P
Amundsen, Donna	\$4,193	T	Bitter, Kathy	\$14,498	P
Anderson, Thomas	\$63,349	L	Blanchard, Stephen	\$36,334	C
Arcangeli, James	\$5,387	F	Bottomley, Sarah	\$40,504	T
Archangelo, Alana	\$43,244	T	Bouchard, Kimberley	\$14,657	P
Arsenault, Beth	\$34,052	T	Brillon, Mark	\$25,694	E/P
Axelson, Robert	\$40,082	C	Brogan, Sue	\$44,048	T
Bacon, Nancy	\$9,613	P	Brown, Brenda	\$15,559	P
Badolato, Lauren	\$49,355	G	Brown, Kimberly	\$16,741	P
Baer, Jim	\$47,258	C	Brown, Stacie	\$56,039	T
Baker, Brandon	\$765	E	Brownell, Katie	\$1,584	E
Banning, Anne	\$51,617	T	Bubnowicz, Kimberly	\$44,831	H
Barnard, Charles	\$43,959	K	Burke, Kristin	\$56,039	T
Barron, Cheryl	\$30,534	P	Burks, Sarah	\$17,947	P
Barron, Patricia	\$13,911	F	Burstall, Patricia	\$8,206	P
Barry, Gregory	\$56,039	T	Caldwell, Renee	\$13,636	P
Barry, Theresa	\$51,408	T	Caouette, Gary	\$56,039	T
Bastille, Kathleen	\$52,924	T	Capone, Leslie	\$16,867	P
Beaton, Brian	\$36,500	D	Carey, Colin	\$19,014	T
Beaudoin, Brian	\$52,924	T	Carey, Ina	\$10,897	S
Bedard, Ashley	\$16,159	P	Cariglia, Anne	\$40,504	T
Bedard, Diane	\$11,119	E	Carlin, Kathleen	\$63,349	H
Beland, Sheryl	\$29,308	P	Caron, Kenneth	\$10,000	U
Belkin, Kristin	\$49,276	T	Cerasuolo, Mark	\$10,189	P
Chates, Alan	\$70,400	A	Dubovick, Amy	\$56,943	G
Ciampi, Diane	\$5,598	P	Dufour, Amanda	\$8,701	T

Ciesluk, Camille	\$15,549	P	Dufour, Daniel	\$40,227	T
Ciuffetti, Mary	\$34,454	S	Duncan, Brett	\$44,048	T
Clabaugh, Elizabeth	\$51,739	T	Dupuis, Lorin	\$7,270	E
Clinton, Madeline	\$7,255	F	Dyer, Laura	\$4,215	P
Collins, Bruce	\$49,620	C	Dzwilewski, Richard	\$39,414	M
Collins, Jennifer	\$41,504	T	Egan, Mary	\$12,514	P
Comeau, Carlene	\$15,666	P	Engman, Paul	\$46,831	C
Connolly, Karen	\$16,897	P	Erickson, Diane	\$63,349	T
Contois, Steven	\$48,672	C	Erickson, Jeanne	\$32,011	S
Correia, Jean	\$53,626	T	Erickson, Karen	\$24,064	P
Costa, Tina	\$18,115	F	Erickson, Thomas	\$61,580	T
Cote, Aimee	\$47,246	T	Ewing, Claudia	\$18,116	P
Courtemanche, Lynne	\$49,276	T	Fagnant, Renee	\$1,582	P
Couture, Jaclyn	\$45,143	T	Faneuff, Michelle	\$24,965	T
Craigen, James	\$18,882	T	Farley, Louise	\$17,434	P
Cringan, Cynthia	\$56,039	T	Farrell, Julie	\$51,411	L
Crowley, Donna	\$61,580	T	Feinsilver, Michele	\$61,580	T
Crowley, Ruth	\$58,259	T	Fiorentino, Diane	\$19,559	P
Cucchiara, Craig	\$38,849	T	Fisher, Joann	\$6,846	N
Cummings, Judith	\$54,607	T	Fitzgerald, Carol-Ann	\$56,039	T
Daniels, Linda	\$56,039	T	Fitzgerald, Edward	\$24,108	I
Davenport, Sherrie	\$17,899	P	Fitzgerald, Michael	\$59,810	T
Davis, Nancy	\$16,946	P	Fleck, Debra	\$58,259	T
Davis, Tiffany	\$28,020	T	Fleck, Krystina	\$1,990	P
Davolio, Diane	\$40,504	T	Flinkstrom, Patricia	\$21,332	P
Dawley, Eric	\$40,504	T	Fluet, Tracy	\$9,115	P
Deaver-Whittier, Regina	\$56,039	T	Fortin, Karen	\$49,422	T
Decicco, John	\$61,580	T	Foster, Elizabeth	\$63,147	T
Decicco, Sharon	\$47,294	T	Foster, Russell	\$57,680	T/E
Decosta, Lori	\$4,224	P	Fowke, Sandra	\$34,052	T
Dehays, Eric	\$60,000	A	Francis, Dorene	\$44,738	E
Demoura, Kris	\$51,411	T	Francis, Joseph	\$38,461	C
Demuth, Jocelyn	\$61,380	T	Franklin, Ann	\$12,917	F
Denny, Robert	\$58,259	G	Fredette, Ann-Lee	\$41,924	N
Desaulnier, Barbara	\$18,942	F	Fredette, Juliana	\$51,739	T
Deshayes, Margaret	\$34,322	S	Gagnon, Julie	\$44,048	G
Dewick, Karen	\$10,284	E/P	Gagnon, Mary	\$56,039	T
Dibattista, Joanne	\$18,134	P	Gaidanowicz, Katrina	\$45,941	T
Disalle, Kristi	\$43,938	T	Gallagher, Coraley	\$15,728	E
Douglas, Timothy	\$51,739	T	Gammell, Christine	\$7,238	P
Gauvin, Kimberly	\$42,047	B	Kersey, Sherry	\$93,375	A
Gera, Nancy	\$56,039	T	Killoran, Vivian	\$58,259	T
Giannetti, Brenda	\$45,354	T	Kochan, Nancy	\$16,628	P
Girouard, Jean	\$56,039	T	Koski, Virginia	\$55,000	X

Gleason, Anthony	\$58,259	T	Kulczyk, Shauna	\$16,602	P
Gonynor, Jill	\$1,991	P	Lafferty, Gretchen	\$16,932	P
Goodwin, Caron	\$49,355	T	Lambert, Ryan	\$38,503	T
Goodwin, Russell	\$37,929	C	Lamsa, Leeann	\$59,428	T
Gould, Timothy	\$37,798	C	Landry, Karen	\$29,867	E
Gourlay, Gail	\$55,909	O	Lantry, David	\$56,039	T
Gransewicz, Michael	\$15,604	P	Lantry, June	\$56,039	T
Griffin, Shirley	\$63,349	T	Lantry, Sarah	\$14,892	P
Grossman, Kathleen	\$56,039	T	Laroche, Catherine	\$80,000	A
Gusek, Theresa	\$57,515	T	Laroche, David	\$83,718	T
Gushlaw, Kimberly	\$3,021	E	Laroche, Mary	\$51,739	T
Halligan, Maureen	\$615	P	Larson, Madonna	\$56,039	T
Hanno, Philip	\$58,259	T	Leamy, Jane	\$52,924	T
Hannula, Clara	\$29,460	S	Leary, Bonnie	\$56,039	T
Hansen, Kelly	\$4,626	P	Leblanc, Ariana	\$343	E
Harrison, Jana	\$35,232	T	Leblanc, Danielle	\$14,281	P
Hart, Kevin	\$63,349	T	Leblanc, Susan	\$2,673	E
Haschig, Lee	\$7,726	P	Leblanc, Tanya	\$21,664	P
Heckley, Alice	\$37,261	T	Leblanc, Wendy	\$56,039	T
Hertel-Therrien, Heidi	\$56,039	T	Lenart, Laurie	\$42,238	T
Higgins, Wendy	\$33,472	S	Levanti, Anthony	\$3,112	E
Holm, Pauline	\$11,910	F	Lilly, Elizabeth	\$61,580	T
Humphrey, Lauren	\$3,068	F	Litalien, Cori	\$37,261	T
Hurley, Erin	\$17,727	P	Lofquist, Susan	\$39,929	N
Jackson, Cynthia	\$49,276	T	Losordo, John	\$45,941	T
Jamison, Darcie	\$26,082	G	Louney, Brenda	\$63,349	T
Jengo, Linda	\$51,739	T	Lucander, Kris	\$51,739	T
Jensen, Jennifer	\$43,938	T	Maillet, Elizabeth	\$6,411	P
Jepson, Kenneth	\$56,039	T	Malnati, Lori	\$23,623	G
Jepson, Randall	\$51,739	T	Manser, William	\$61,580	T
Jette, Tracy	\$51,739	T	Marion-Cox, Carrie	\$51,411	T
Johnson, Jane	\$16,060	P	Marlborough, April	\$28,650	P
Judah, Richard	\$63,349	Y	Marlborough, Jennifer	\$29,094	P
Kalagher, Susan	\$18,958	P	Marlborough, Linda	\$16,448	P
Kasprzak, Danielle	\$45,941	T	Marquis, Patricia	\$87,500	A
Keene, Catherine	\$63,349	G	Marsh, Ellen	\$6,212	P
Kelley, Kathleen	\$75,000	A	Marshall, Barbara	\$56,039	T
Kendall, Amy	\$49,276	T	Martin, Melissa	\$58,259	T
Mathieu, Ashley	\$5,462	E	Paajanen, John	\$17,816	P
Matthews, Doris	\$56,039	T	Parenteau, James	\$38,974	C
Mccaffrey, Edwin	\$35,847	T	Parker, Paula	\$55,851	T
Mccarthy, Kathleen	\$33,176	S	Pawelski, Cynthia	\$4,765	F
Mcclenahan, Linda	\$43,218	R	Peirce, Robin	\$29,130	G
Mcdonald, Ashley	\$15,993	P	Penning, Krista	\$38,028	N

Mcgowan, Scott	\$8,866	P	Perkins-Cote, Jennifer	\$47,073	T
Mcgrath, Andrea	\$81,540	A	Perla-Mullins, Linda	\$59,810	T
Mclynch, Patricia	\$59,810	T	Perrett, Debra	\$53,546	T
Mei, Robert	\$40,883	C	Perrett, Karen	\$51,739	T
Mendoza, Lorraine	\$17,263	P	Peters, Jane	\$1,522	E
Miller, Deborah	\$17,092	P	Peters, Patricia	\$998	E
Miller, Theresa	\$56,039	T	Peterson, Janet	\$12,147	F
Miller, Todd	\$38,504	T	Phelps, Audrey	\$52,924	T
Mitchell, Patricia	\$63,349	T	Phillips, Amy	\$48,177	T
Miville, Kathryn	\$60,793	T	Pikkarainen, Rachel	\$6,497	F
Money, Rachel	\$5,061	E	Pinsonneault, Lynne	\$56,039	T
Moorman-Smith, Gretchen	\$53,546	T	Pioli, Kathryn	\$18,295	P
Moran, Charlotte	\$51,739	T	Potter, Douglas	\$36,852	T
Morand, Carina	\$15,350	P	Powers, Stuart	\$33,789	C
Morand, Kenneth	\$35,368	C	Quarella-Nussey, Michaelina	\$56,039	T
Morgan, Nancy	\$56,039	T	Quigley-Belliveau, Susan	\$40,583	N
Moriarty, Cheryl	\$40,227	T	Quinn, Jared	\$51,411	T
Morin, Inga	\$22,650	S	Racine, Lucinda	\$18,601	E
Mossman, Joann	\$55,851	T	Rainville, Laura	\$56,039	T
Munnis, Sandra	\$9,456	F	Rasmussen, Marci	\$37,924	T
Munroe, Laurie	\$47,294	T	Reed, Joann	\$5,293	P
Murphy, Ann	\$58,166	H	Rehler, Sandra	\$79,040	A
Murphy, Robin	\$56,039	T	Rheault, Laurie	\$51,411	T
Myette, Robert	\$56,039	T	Ricciardi, Stephen	\$36,058	T
Nevard, Mark	\$56,039	T	Richard, Iona	\$6,152	P
Niedermeier, Elaine	\$48,069	D	Richard, Margret	\$58,259	T
Niles, Katherine	\$9,370	E	Richard, Roseanne	\$10,975	F
Normile, Kimberly	\$52,924	T	Richards, Kathleen	\$6,934	F
Nutting, Ashley	\$5,205	E	Rieth, Katie	\$13,823	P
Nutting, Joanne	\$15,624	P	Robbins, Cynthia	\$52,924	T
O'Brien, Juliet	\$10,393	P	Roberts, Shiloh	\$29,289	T
O'Brien, Patricia	\$52,924	T	Robichaud, Kellie	\$53,546	T
O'Connell, Lavaun	\$16,544	P	Robles, Francisco	\$39,254	C
O'Donovan, Juneanne	\$8,091	P	Robles, Maria	\$17,042	P
O'Farrell, Mary	\$3,924	P	Rogacz, Michele	\$58,259	H
Osolin, Jacqueline	\$17,312	F	Romanelli, Robin	\$56,943	G
Romano, M. Kate	\$51,411	T	Szalay, Lawrence	\$40,227	T
Romano, Peter	\$56,039	T	Tabales, Adreanne	\$9,103	E
Rouisse, Jacqueline	\$16,895	T	Taylor, Nancy	\$30,921	N
Roy, Leanne	\$36,629	T	Terry, Pamela	\$38,558	T
Roy, Renee	\$16,351	F	Theriault, Cole	\$4,452	E
Ruble, Marah	\$51,739	T	Theriault, Kathi	\$33,525	S
Ruschioni, Cynthia	\$21,601	P	Theriault, Marc	\$17,776	P
Saisa, Phillip	\$87,000	A	Thibodeau, Sandra	\$17,017	GR

Sargent, Brian	\$69,619	T	Thomas, Wendy	\$58,073	T
Sargent, Debra	\$34,174	S	Thompson, Donielle	\$15,533	P
Savoie, Candy	\$26,122	E	Tobia, Carolyn	\$56,039	T
Scaficchia, Jillian	\$1,749	P	Toomey, Sherri	\$10,925	E
Seager, Kelly	\$51,411	T	Tree, Kelsey	\$5,588	E
Secino, Gregory	\$49,276	T	Tufts, Sharon	\$7,991	F
Sharkey, Marcia	\$55,304	N	Uminski, David	\$98,800	A
Shattuck, Lori	\$56,039	T	Valencia, Bedard	\$4,674	P
Shaughnessy, Donna	\$47,246	T	Vanderhoof, Maureen	\$52,924	T
Shiga, Haruo	\$11,770	P	Vargo, Frank	\$60,719	Y
Sicard, Christina	\$15,968	P	Visconti, Christine	\$7,030	F
Sifert, Eric	\$56,039	T	Volke, Kerry	\$40,245	T
Slattery, Barbara	\$68,852	T	Walker, Mary	\$18,094	P
Smith, Denise	\$2,955	P	Weeks, Robert	\$9,900	E
Smith, P. Gregory	\$81,184	A	Weeks, Susan	\$4,483	E
Sparks, Katharine	\$15,937	P	Weiss, Joy	\$29,676	T
Spencer, Elizabeth	\$2,817	E	Whittington, Cynthia	\$56,039	T
St. Cyr, Michele	\$28,882	P/S	Wilder, Wendy	\$18,473	P
Stafford, Jane	\$56,039	T	Williams, Rebekah	\$6,562	E
Stefanakos, Paula	\$56,039	T	Wilson, Heather	\$15,709	P
Stiles, R. Lincoln	\$61,580	T	Wojnas, Beth	\$16,854	P
Stone, Juana	\$15,466	P	Woollacott, Elizabeth	\$42,238	T
Stukuls, Amy	\$53,546	T	Wright, Candace	\$94,635	A
Sullivan-Flynn, Mandie	\$34,052	T	Wright, Elizabeth	\$36,852	T
Svenson, Sandra	\$5,612	P	Young, Jason	\$51,411	T
Swaney, Donna	\$29,273	C	Zapantis, Michael	\$142,733	A
Sylvester, Kristina	\$15,886	P	Zbikowski, Alissa	\$51,411	T

A=Administrator
 B=Payroll/Benefits
 C=Custodial
 D=Admin. Assistant
 E=Extended Day
 F=Cafeteria

G=Guidance
 GR=Grants Assistant
 H=Speech Pathologist
 I=In-House Supervisor
 K=Groundskeeper
 L=Librarian

M=Maintenance
 N=Nurse
 O=Accountant
 P=Paraprofessional
 R=Personnel/Grants
 S=Secretarial

T=Teacher
 U=Treasurer
 X=Registrar
 Y=Psychologist

Parks & Recreation Commission

The Parks and Recreation Commission meet once a month in the Town Hall. Meetings are posted in the Town Hall lobby.

The Summer Recreation Program is the largest portion of our budget, account for about 75% of our total expenditures. We offer this program FREE to the children of Westminster residents(those going into kindergarten to those just completing 7th grade). The program runs for 6 weeks starting the week after the 4th of July (rain or shine). The program is run out of the Meetinghouse School and utilizes the playgrounds, baseball fields and basketball courts. The program hours are from 9am to 12pm Monday through Friday. We hire staff every year to run the program and coordinate the games, crafts and events over the course of the 6 weeks. This year we had 15 people working under our supervision along with 2 grounds crew to help maintain the fields. The program averaged 150 children per day, representing a 50% increase from 2008. The program offers indoor and outdoor activities for all children. We have arts and crafts for younger children or for rainy days. We offer ping pong, indoor floor hockey, dodge ball and many other fun safe activities for the children to keep them active during the program. Outdoor activities such as kickball, capture the flag, basketball, playground and tag are just a few of the activities the children take part in. This year we were able to offer the "Tween" program for 6th -9th grade Westminster boys and girls. The program ran at the same hours as our regular program form 9am -12pm Monday through Friday. These children were separated from the younger children and had their own activities that included several trips to Crocker Pond. The Swim program is held at Mount Wachusett Community College Fitness & Wellness Center and served 160 children in 2009. We were also able to offer the RAD(Rape Aggression Defense) kids program with help from the Police Department. The RAD program was another FREE program that was available for children to sign up for during the summer program.

In 2009, we completed the repairs on the infields for the Little League on the minor and major fields. We made arrangements with the town on behalf of the Little League to allow advertising on the field fences. This will allow the Little League to generate new revenues through sign sponsorship and to enhance the entire Little League experience in Westminster. We also purchased a new scoreboard for Little League to replace a sign that was vandalized. We purchased netting for the major field that will go on the left field fence to protect the fans sitting in the green field bleachers from home runs hit over the fence. We are currently working with them to try to repair the Green Field in 2010.

We secured funding from the Town for all of our basketball programs at Town Meeting. These funds are critical to the youth basketball leagues. The school district mandates that a janitor has to work the hours that the gyms are open on the weekends. The basketball court located next to the Town Hall had the light installation completed. The basketball courts are open from 8am to 10pm. We purchased new benches for the courts and have added signage with rules ad regulation. We coordinated a summer basketball travel league that used the courts in 2009 and have plans to expand the summer basketball program in 2010.

We secured a long term lease with the Simplex and Waterstone LLC. to have use of the baseball filed located off Overlook Rd. The lease is a use lease and will not cost the Town any money to use the fields. We are currently working on converting the field from a baseball field to a lacrosse / soccer field to help support the growing lacrosse and soccer programs, funded entirely through volunteer efforts.

We would like to thank the Fire Department for lending their walkie-talkies so that we can stay in touch with the staff all over the fields and in the school. Thank you to all of the Town Hall staff who offer tremendous support to our commission through the course of the year. Special thanks to the Police Department for helping with the RAD program and continued support at our basketball courts and baseball fields.

Respectfully submitted,

Andrew Sears, Chairman
Mike O'Brien, Vice Chairman
Mark Dellasanta, Secretary
Craig Cole
Erick Phillips

Capital Planning Committee

The committee consists of the following voting members: Chair- Michael Morin (Citizen at Large), Vice-Chair- Keith Harding, (representing Advisory Board), Laila Michaud (representing Board of Selectmen) Vance Butterfield (Citizen at Large) and Jeff Schutt (Citizen at Large). The committee also consists of the following ex-officio members: Donna Allard (Town Accountant), Melody Gallant (Treasurer/Collector) and Karen Murphy (Town Coordinator).

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

The table below shows the committees recommendations:

Annual Town Meeting May 2, 2009 Capital Planning Committee Recommendations Fiscal Year 2010

Proposed Funding Sources

Department	Project	Total Estimated Expenditures	Raise & Appropriate	General Stabilization	Technology Stabilization	Capital Equipment Stabilization	Authorized Borrowing	Sewer Enterprise
Highway Department	Road Maintenance	500,000	250,000	250,000				
Police Department	Ford Expedition #VE-8	37,500				37,500		
Police Department	Crown Victoria #VE-10	37,500				37,500		
Fire Department	Fire Engine #VE-3 (E4)	45,000				45,000		
Highway Department	Sander Dump Truck #VE- 15	165,500				165,500		
Public Works Department	South Street Land Acquisitions	450,000					450,000	
Sewer Department	Pickup Truck #VE-18	37,000						37,000
Public Buildings	IT Equipment Replacement & Acquisition	19,740			19,740			
Public Works Department	Radio System	45,000			45,000			
	Totals	1,337,240	250,000	250,000	64,740	285,500	450,000	37,000

OPEN SPACE COMMITTEE

The Open Space Committee is a board appointed by Selectmen with a term length of three years. The current board membership is as follows:

Marie Auger [Clerk], Donna Brownell, Gregg Buckman, Josh Schonborg, Bud Taylor and Laila Michaud. Atty. Janet Morrison attends to represent North County Land Trust of Leominster, where she serves as Executive Director.

After several years of work, the Open Space Committee (OSC), with the North County Land Trust, completed a major preservation project in 2009 on 426 acres of land owned the largest private landowner in Westminster. This project was funded by the Town of Westminster, the state LAND grant program and the federal Forest Legacy Program. The project used conservation restrictions to permanently protect the land from development, while leaving the land in private ownership and on the tax rolls. Westminster Conservation Commission holds the conservation restrictions. This project also provides protection and public access to approximately ½ mile of the Midstate Trail, through a permanent easement. A Forest Stewardship Plan was completed for the property by Chuck Caron of Westminster. This will ensure sound management of the land in perpetuity.

The name of the larger project funded through the federal Forest Legacy grant is “Southern Monadnock Plateau.” This project seeks to protect more than 800 acres in the Midstate Trail corridor in Ashburnham and Westminster, using federal funding totaling \$2.5 million. The land in Westminster is strategically located adjacent to the state’s High Ridge Wildlife Management Area and the Town’s Muddy Pond Conservation Area.

The Open Space Committee is grateful to the Board of Selectmen as well as town voters for supporting the project since it was introduced in 2006 and approving the town’s share of grant funding as well as “due diligence” costs.

During 2009, several landowners came forward seeking some sort of compensation in exchange for tax relief, a CR (conservation restriction), an APR (agricultural preservation restriction) or outright sale for conservation purposes. Some of these parcels are in critical resource areas near the Whitman River, Mare Meadow Reservoir, Muddy Pond; Wyman Lake and the rare, white cedar swamp north of Minott Road.

A parcel off East Road was considered and approved for purchase by DCR, using the Ski Area Land Acquisition Fund. The back half of the 80-acre house lot will be subdivided off and transferred to the state, as it abuts state forest land and the Midstate Trail. An adjacent 18-acre parcel of is also being considered for a similar purchase.

The Parks & Recreation Commission gained new members this year and is very active—they will generate a needs analysis that can be used to guide any future land acquisitions. Toward that goal a list of town-owned parcels was reported as potential conservation/recreation sites. These are old tax-title parcels defined as “owner unknown” and need to go through land court for town to take official possession before they can be transferred or used for anything.

With Fitchburg’s north watershed as a recent model of protection, the OSC is discussing similar protection on southern watershed, lakes in Westminster, Princeton and Hubbardston, and opening up Wachusett Lake to limited recreation as per Mare Meadow Reservoir.

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