

# ANNUAL TOWN REPORT

*Westminster, Massachusetts*



*2022*

2



2

2

ANNUAL *Town* REPORT

# TABLE OF CONTENTS

## **TOWN INFORMATION**

ABOUT WESTMINSTER ..... 1  
 TOWN ACCOMPLISHMENTS & GOALS ..... 2  
 TOWN DEPARTMENT CONTACTS/HRS OF OPERATION ... 6

## **GENERAL GOVERNMENT**

SELECT BOARD/TOWN ADMINISTRATOR..... 8  
 APPOINTED OFFICIALS ..... 10

## **TOWN CLERK / ELECTION RESULTS AND TOWN MEETING MINUTES**

TOWN CLERK..... 14  
 ELECTED OFFICIALS ..... 17  
 APRIL 26, 2022 ANNUAL TOWN ELECTION ..... 18  
 MAY 7, 2022 SPECIAL TOWN MEETING MINUTES..... 20  
 MAY 7, 2022 ANNUAL TOWN MEETING MINUTES..... 20  
 NOV 15, 2022 SPECIAL TOWN MEETING MINUTES..... 30  
 SEP 6, 2022 STATE PRIMARY ELECTIONS RESULTS..... 33  
 NOV 8, 2022 STATE ELECTION RESULTS..... 39

## **PUBLIC SAFETY**

POLICE DEPARTMENT..... 46  
 FIRE DEPARTMENT ..... 52  
 EMERGENCY MANAGEMENT..... 64  
 ANIMAL CONTROL ..... 67

## **DEPARTMENT OF PUBLIC WORKS**

HIGHWAY..... 72  
 WATER ..... 74  
 SEWER..... 75  
 SOLID WASTE ..... 75  
 TREE WARDEN ..... 77  
 CEMETERY COMMISSION..... 78

## **HEALTH AND HUMAN SERVICES**

BOARD OF HEALTH..... 80  
 COUNCIL ON AGING ..... 86

## **CULTURE AND RECREATION**

FORBUSH MEMORIAL LIBRARY ..... 90  
 LIQUOR COMMISSION..... 97  
 CROCKER POND COMMITTEE..... 98  
 AGRICULTURAL COMMISSION ..... 100  
 PARKS & RECREATION ..... 103

HAGER PARK COMMISSION..... 105  
 CULTURAL COUNCIL ..... 108  
 HISTORICAL COMMISSION ..... 109

## **PLANNING, DEVELOPMENT AND ZONING**

PLANNING BOARD/TOWN PLANNER ..... 114  
 ECONOMIC DEVELOPMENT COMMITTEE ..... 118  
 OPEN SPACE COMMITTEE..... 119  
 CONSERVATION COMMISSION ..... 120  
 BUILDING DEPARTMENT ..... 121  
 ENERGY ADVISORY COMMITTEE ..... 123

## **OUR SCHOOLS**

ASHBURNHAM/WESTMINSTER REGIONAL SCHOOL DISTRICT ..... 126  
 MONTACHUSETT REG VOC TECHNICAL SCHOOL..... 160

## **FINANCIAL REPORTS**

BOARD OF ASSESSORS..... 182  
 TREASURER/COLLECTOR..... 184  
 TOWN ACCOUNTANT ..... 190  
 ADVISORY BOARD ..... 218  
 CAPITAL PLANNING COMMITTEE ..... 225

## **APPENDICES**

AGGREGATE EMPLOYEE REMUNERATION..... 236



North Central Massachusetts Chamber of Commerce gifted the Town with a new "Welcome:" sign located at the intersection of West Main Street & Main Street

# ABOUT WESTMINSTER

INCORPORATED .....	1759
TOWN GOVERNMENT .....	ANNUAL TOWN MEETING / SELECT BOARD & TOWN ADMINISTRATOR
ANNUAL TOWN MEETING .....	FIRST SATURDAY IN MAY
ANNUAL TOWN ELECTION.....	LAST TUESDAY IN APRIL
POPULATION .....	8,441
REGISTERED VOTERS .....	6,561
AREA (SQ. MILES).....	37.5
TAX RATE/PER THOUSAND .....	\$15.80
REGIONAL PLANNING AGENCY .....	MONTACHUSETT
REGIONAL TRANSIT AUTHORITY .....	MART

## ASHBURNHAM/WESTMINSTER SCHOOL DISTRICT

MEETINGHOUSE SCHOOL .....	GRADE K-1
WESTMINSTER ELEMENTARY .....	GRADE 2-5
OVERLOOK MIDDLE SCHOOL .....	GRADE 6-8
OAKMONT REGIONAL HIGH SCHOOL .....	GRADE 9-12
MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL .....	GRADE 9-12

TOWN OFFICES .....	11 SOUTH STREET
DEPARTMENT OF PUBLIC WORKS .....	2 OAKMONT AVENUE
PUBLIC SAFETY BUILDING .....	7 SOUTH STREET
SENIOR CENTER.....	69 WEST MAIN STREET
LIBRARY.....	118 MAIN STREET
TOWN HALL HOURS .....	MON 7:00A—7:00 P ● TUE -THU 7:30A-4:30P ● FRI - CLOSED
TOWN BENEFIT .....	NEIGHBORS HELPING NEIGHBORS (2ND SUNDAY IN AUGUST)
TOWN WEBSITE .....	WWW.WESTMINSTER-MA.GOV

## **STATE OFFICIALS IN WORCESTER COUNTY 3RD DISTRICT**

ANNE M. GOBI - SENATOR GENERAL COURT  
 LORI A. TRAHAN - U.S. CONGRESS REPRESENTATIVE  
 KIM N. FERGUSON - REPRESENTATIVE GENERAL COURT  
 JOSEPH D EARLY JR. - DISTRICT ATTORNEY



Midstate Trail is a scenic footpath located in Worcester County. The 92 mile hiking trail extends from Rhode Island, crossing the hills of Central Mass and eventually connecting to the Wapack Trail in New Hampshire. The trail is highly accessible, easy to hike and the best way to enjoy the natural side of the region.

# TOWN OF WESTMINSTER 2022 HIGHLIGHTS



**COVID-19 TEST DISTRIBUTION**  
In a combined effort with Gardner & Athol, the towns purchased rapid COVID 19 tests to hand out to all residents in a drive-thru manner at the PACC in Gardner. 2,748 tests were handed out to Westminster residents. The Town continues to provide tests to residents for free



**ELLIS ROAD WATER TANK**  
The 370,000 gallon Ellis Road water storage steel tank built in 1955 was replaced this year. The new tank is the same size glass fused to steel tank. It's located at Mount Pleasant Cemetery on Ellis Road



**LED LIGHTING INSTALLATION**  
The Town Hall, Library, Senior Center and the Schools have had new LED Lighting provided through a Competitive Grant through Green Communities by the Energy Advisory Committee

**JAN      FEB      MAR      APR      MAY      JUN**



**LED STREETLIGHTS UPGRADE**  
National Grid is in the process of replacing all of the town's streetlights with new low cost, energy efficient LED lights, at no cost to the Town. This will provide significant cost savings for future years.



**PROJECTOR & SOUND SYSTEM**  
The COMMUNITY SENIOR CENTER has procured a projector and screen to be used for meetings, events, movie times for the Seniors and other town group and presentors.



**SENIOR CENTER MART VAN**  
The Council on Aging has expanded the use of the van bus to all Seniors for medical appointments, day trips, shopping trips and other transportation needs as needed. The COA is always accepting ideas and suggestions for new trips



**WOODSIDE CEMETERY**

The Cemetery Dept has completed its expansion of adding additional cemetery space. This was completed cooperatively between the Cemetery Dept and DPW



**BLOOD PRESSURE KIOSK**

The Senior Center purchased a Blood Pressure Kiosk. It's available to ALL Residents and it can be used at any time during business hours.



**2018 BRAVE ACT**

The Board of Assessors & Select Board adopted the local option of the 2018 Brave Act. This provides a personal property tax exemption for all Gold Star families.

**JUL**

**AUG**

**SEP**

**OCT**

**NOV**

**DEC**



**SOUTH ASHBURNHAM RD TOWER**

The tower was built out to provide Police, Fire & Public Works radio coverage to the northern sections of town including the middle & high schools



**FIRE DEPT**

was awarded over \$500,000 for a SAFER Grant Funding. This is going to accommodate 2 fulltime Firefighter positions, salary and benefits for 3 years



**HISTORICAL COMMISSION**

received a \$50,000 Grant from the MA office of Travel & Tourism for the rehabilitation of the Finnish Farmers Co-op Building on Leominster St.



*Covered Bridge at The 1761 Old Mill*

## TOWN HALL EMPLOYEES THAT HAVE RETIRED IN 2022

MELODY SMITH -TREASURER/COLLECTOR ~29 YEARS

ROBERT CRAMM - MAINTENANCE ~ 25 YEARS

SUSAN CHAPMAN - MAINTENANCE SUPERVISOR ~18 YEARS

BETSY HALEY CORMIER - ASSISTANT TOWN CLERK ~17 YEARS

STEVE WALLACE - TOWN PLANNER - 11 YEARS— LEFT FOR ANOTHER JOB OPPORTUNITY

*We thank them all for their many years of dedication and service to the Town of Westminster and wish them much happiness and success in their future endeavors.*

## NEW TOWN HALL EMPLOYEES IN 2022

*The Town would like to Welcome and Introduce the following new employees:*

RANDY SULLIVAN—MAINTENANCE (REPLACED ROBERT CRAMM)

WHITNEY GIKIS—MAINTENANCE SUPERVISOR (REPLACED SUSAN CHAPMAN)

MELINDA HARRIGAN—TREASURER/COLLECTOR (REPLACED MELODY SMITH)

TRACY MURPHY—TOWN PLANNER (REPLACED STEVE WALLACE)

JENNIFER DUQUETTE WAS PROMOTED WITHIN TO ASST TOWN CLERK (REPLACING BETSY HALEY CORMIER)

ABBY CONLIN—WAS PROMOTED WITHIN TO BOARD OF HEALTH AGENT (FILLING A VACANCY)

STEPHANIE WISEMAN—BOARD OF HEALTH ADMIN ASST (FILLING A VACANCY)

ROBERT CARPENTER—BOARD OF HEALTH ASST (REPLACING ABBY CONLIN)

ERIC CHARTRAND—ALTERNATE BUILDING COMMISSIONER

ANTHONY HOFFMAN—ALTERNATE PLUMBING & GAS INSPECTOR



# TOWN DEPARTMENT CONTACT INFORMATION

**TOWN HALL**

MONDAY 7:00 AM—7:00 PM  
 TUESDAY -THURSDAY 7:30 AM – 4:30 PM  
 FRIDAY - CLOSED

**TOWN HALL OFFICES:**

ACCOUNTING .....978-874-7405  
 ASSESSORS ..... 874-7401  
 BOARD OF HEALTH ..... 874-7409  
 BUILDING DEPARTMENT ..... 874-7407  
 CONSERVATION COMMISSION .....874-7413  
 EXECUTIVE ASSISTANT .....874-7408  
 PARKS & RECREATION ..... 874-7410  
 PERSONNEL .....874-7404  
 SELECT BOARD .....874-7400  
 TOWN ADMINISTRATOR .....874-7400  
 TOWN CLERK .....874-7406  
 TOWN PLANNER ..... 874-7414  
 TREASURER/COLLECTOR .....874-7403  
 VETERANS' AGENT (GARDNER) .....978-630-4017

**FORBUSH MEMORIAL LIBRARY** ..... 874-7416  
 TUESDAY, WEDNESDAY & THURSDAY 10:00 AM – 8:00 PM  
 FRIDAY 10:00 AM – 6:00 PM  
 SATURDAY 9:00 AM – 1:00 PM

**COUNCIL ON AGING** .....874-7402  
 MONDAY - FRIDAY 8:00 AM – 4:00 PM

**DEPARTMENT OF PUBLIC WORKS** ..... 874-5572  
 MONDAY – FRIDAY 7:00 AM – 3:30 PM

**SOLID WASTE DROP-OFF CENTER**  
 165 FITCHBURG RD/ROUTE 31 ..... 874-0612  
 FRIDAY ..... 7:30 AM – 3:00 PM  
 SATURDAY .....7:30 AM – 1:00 PM  
 SUNDAY ..... 9:00 AM–1:00 PM  
 MONDAY .....7:30 AM—3:00 PM

**PUBLIC SAFETY BUILDING** .....874-2313

**POLICE DEPARTMENT**

24 HOURS A DAY  
 911 – EMERGENCY ONLY

**FIRE DEPARTMENT**

OPEN 24/7  
 911 – EMERGENCY ONLY

**ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT:**

MEETINGHOUSE SCHOOL ..... 978-874-0163  
 OAKMONT REGIONAL HIGH SCHOOL .....827-5907  
 OVERLOOK MIDDLE SCHOOL ..... 827-1425  
 SPECIAL NEEDS .....827-3063  
 SUPERINTENDENT OF SCHOOLS ..... 827-1434  
 WESTMINSTER ELEMENTARY ..... 874-2043  
 SUPERINTENDENT OF SCHOOL ..... 827-1434

**OTHER DEPARTMENTS:**

ANIMAL CONTROL OFFICER .....874-2933  
 TREE WARDEN ..... 874-5572  
 CEMETERY ..... 874-7415

FIND ALL THIS INFORMATION, TOWN NEWS ,  
 UPCOMING EVENTS AND MUCH MORE ON OUR  
 TOWN WEBSITE...SUBSCRIBE FOR ALERTS!!

[WWW.WESTMINSTER-MA.GOV](http://WWW.WESTMINSTER-MA.GOV)





# General Government

## Select Board & Town Administrator



Select Board (L to R)

Heather Billings, Salvatore Albert, Melissa Banks

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

Salvatore J. Albert, Jr assumed the Chairmanship of the Select Board in May of 2022, with Heather M. Billings serving as Vice Chairman, and newly elected Board member Melissa Banks as Clerk. Ms. Banks served on the Advisory Board and Parks and Recreation Commission prior to being elected for her first term as Select Board.

First, the Board wishes to recognize and acknowledge our long time staff members that retired this year and welcome new members of our Town departments. The Town has been fortunate to consistently attract energetic, qualified and motivated staff and we are looking forward to continued successful operations as well as new ideas and initiatives!

Although 2022 came with many projects, changes and undertakings; the Town was exceedingly fortunate in its grant applications and funding requests. In 2022, thanks to the efforts of our staff and State and Federal legislative representation Westminster received over \$1.5 million in grant funding town-wide across multiple departments. Below please find a list of those funds.

- Over \$500,000 from the Federal Emergency Management Association (FEMA) to the Fire Department to hire two (2) full time Fire Fighters, salaries and benefits covered for three (3) years;
- \$50,000 earmarked by the Massachusetts Office of Travel and Tourism to provide needed repairs to the Finnish Farmer's Co-Op, as well the property surrounding it will be transformed into an outdoor classroom and eventually garden space for the residents to enjoy;
- \$100,000 to install generators at the DPW and Senior Center, as these are integral for emergency shelter operations and supporting critical public works infrastructure in the event of a power outage;
- \$27,000 in Community Compact Grants to fund a Compensation and Classification Plan update for all Town employee job descriptions. It is a best practice to complete this every five years, and Westminster's has not been updated since 2016;
- \$200,000 for Village Center/Downtown Revitalization to provide more vegetation and pedestrian safety measures to our downtown area consistent with the Master Plan;
- \$418,700 from the MassWorks program to fund the 75% Design for the Depot Road at 2A intersection, for safety and traffic mitigation purposes;
- \$178,273 from the Department of Energy Resources to upgrade the lighting in Town Hall, Forbush Memorial Library and both elementary schools to LED for energy efficiency and significant cost savings;
- \$150,000 for Asset Management to centralize the Town's existing drinking water, stormwater, and wastewater asset information and improve the ability to access and organize that information for management purposes.

This is a testament to the motivation of our team, employees and volunteers, in addition to the continued support from our local legislators in Senator Anne Gobi, Representative Kim Ferguson, Representative Jonathan Zlotnik and Congresswoman Lori Trahan. Due to the successful acquisition of these earmarks and grant funding the Town has been able to move multiple projects forwarded without burdening our taxpayers.

## Select Board & Town Administrator

One of the most significant building issues the Town has dealt with in the past years has been the question of what to do with the Old Town Hall/Historic Meetinghouse. Since 2006, when Town offices were relocated to our current address at 11 South Street, the Old Town Hall has remained vacant. After several re-use committees and many years, the Town re-issued a Request for Proposals (RFP) to sell the building. Ultimately all bids were rejected, however this Select Board is placing a non-binding referendum on the Annual Town Meeting ballot for April 2023 to allow the voters the opportunity to have their voices heard on this matter.

The Town relies on the willingness of residents to volunteer their time for the various boards and committees. Throughout the year, the Board had the pleasure of appointing many fine residents to serve in various capacities. The Select Board made three joint appointments to elected positions this year; first with the Planning Board in order to jointly appointment Jacklyn Nally; with the Cemetery Commission to appoint Ray Rathier to their vacant seat, left by long time Commissioner and even longer time resident, Mr. Stanley Skamarycz; and lastly, the Board of Health, to appoint Matt Pearson to a vacant seat. The newly re-formed Open Space Committee championed two "Westminster Trail Maintenance" days this past spring and fall where many motivated volunteers built foot bridges, cleared trails and forged new paths at Crocker Pond and Hager Park. This will be a semi-annual event and we applaud these efforts to maintain our outdoor recreational spaces for the benefit of all.

The Town and its financial team, in particular retired Treasurer/Collector Melody Smith and Town Accountant Julie Costello were again recognized, for the eighth consecutive year, with a Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association. In addition, the Financial Team collaborated with the Collins Center of UMass Boston on the compilation of new, comprehensive financial policies for the Town. We are in the process of reviewing and approving these policies and their full implementation will bring us even closer to a AAA Bond Rating.

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

*Salvatore J. Albert, Jr.*

*Heather M. Billings*

*Melissa A. Banks*

*(The Select Board meet every other week on Monday evenings at 5:00 pm at the Town Hall, with additional meetings scheduled as needed. Meeting schedules for all town boards can be viewed on the town website at [www.westminster-ma.gov](http://www.westminster-ma.gov). Select Board meetings are broadcast live on Cable Channel 9 and are available through video-on-demand on the Ashburnham-Westminster Community Media ([www.awcm.org](http://www.awcm.org))*



(L to R) Tamie Chiarelli, Executive Assistant  
Stephanie Lahtinen, Town Administrator

# *Appointed Officials*

## **ADVISORY BOARD**

PETER NORMANDIN 6/30/2023  
 LISA ROCHELEAU 6/30/2023  
 ERIN CASALI 6/30/2023  
 JOHN FARIRBANKS 6/30/2025

## **AGRICULTURAL COMMISSION**

MARY-LOUISE ALTOBELLI 6/30/2023  
 DEAN JOHNSON 6/30/2023  
 HEATHER BOWEN 6/30/2024  
 SHERYL VAILLETTE 6/30/2024  
 JODY JESS 6/30/2025  
 SUSAN NICKERSON (ALTERNATE)

## **ANIMAL CONTROL OFFICERS**

KRISTEN SALERNO 6/30/2023  
 CHERYL SLACK 6/30/2023  
 ALANA MESERVE 6/30/2023

## **BOARD OF REGISTRARS**

LAURA E. DELOREY 3/31/2023  
 KENNETH MARIEN 3/31/2024  
 ELLEN M. SHEEHAN, TOWN CLERK

## **BUILDING COMMISSIONER**

### **/ZONING ENFORCEMENT OFFC.**

PAUL BLANCHARD 6/30/2023  
 ERIC CHARTRAND (ALT.) 6/30/2023

## **CAPITAL PLANNING COMMITTEE**

STEVE ROCHELEAU  
 GARY McDONALD  
 LISA ROCHELEAU ADVISORY BOARD LIAISON  
 MELISSA BANKS SELECT BOARD LIAISON  
 STEPHANIE LAHTINEN EX-OFFICIO  
 MELINDA HARRIGAN EX-OFFICIO

## **CONSERVATION COMMISSION**

CARRIE MONTY 6/30/2023  
 DANIEL BARTKUS 6/30/2025  
 VIC PELLETIER 6/30/2025  
 TIM SHEEHAN 6/30/2025  
 ANTHONY MARESSA 6/30/2025

## **COUNCIL ON AGING**

DOT BARRETT 6/30/2023  
 DON BARRY 6/30/2024  
 JOAN LONG 6/30/2024  
 ANN MARIE PAGE 6/30/2024  
 WILLIAM ANTONIAC 6/30/2025  
 ELAINE JONES 6/30/2025  
 JOYCE LUCANDER 6/30/2025  
 KEN BURSTALL (ASSOC MEMBER)  
 CAROL URBAN (ASSOC MEMBER)

## **CROCKER POND REC. AREA COMM.**

SHARON LEWIS 6/30/2023  
 KATHLEEN BRENNAN 6/30/2024  
 CHRISTOPHER JAGGIE 6/30/2024  
 HEATHER BILLINGS 6/30/2024  
 PATRICIA STREETER 6/30/2025

## **CULTURAL COUNCIL**

LINDA McCLENAHAN 6/30/2023  
 CYNTHIA FLYNN 6/30/2023  
 NANCY SWANSON 6/30/2023  
 DARCY LINNUS 6/30/2024  
 PATRICIA McALLISTER 6/30/2024  
 BETTE ROY 6/30/2025  
 JIM HEDLUND 6/30/2025

## **ENERGY ADVISORY COMMITTEE**

DOUGLAS HURLEY 6/30/2024  
 KEVIN KEENA 6/30/2024  
 KERRY KOSKINEN 6/30/2024

## **HISTORICAL COMMISSION**

CAROLE BRAMANTE 6/30/2023  
 NICHOLAS LANGHART 6/30/2024  
 RONI BEAL 6/30/2025  
 ELIZABETH HANNULA 6/30/2025  
 JOAN LONGCOPE 6/30/2025

## **LIQUOR COMMISSION**

GARY McDONALD 6/30/2023  
 MICHAEL DENZER 6/30/2024  
 ALLISON STREETER 6/30/2025

## *Appointed Officials*

### **OPEN SPACE COMMITTEE**

JODI SNYDER	6/30/2024
SUSAN MILLMAN	6/30/2024
AMY TISDALE TETRAULT	6/30/2024
ISAISH GRIGOS	6/30/2024
HEATHER BILLINGS (SELECT BRD REP)	
MARIE AUGER (PLAN BRD REP)	

### **MART ADVISORY BOARD**

HEATHER BILLINGS	6/30/2023
------------------	-----------

### **MONTY TECH SCHOOL COMMITTEE REPRESENTATIVE**

ROSS BARBER	6/30/2023
-------------	-----------

### **PARKS & RECREATION COMMITTEE**

JESSICA COSTA	6/30/2023
BRAD FORREST	6/30/2023
REBEKAH TRAYLOR	6/30/2024
JASON COX	6/30/2025

### **PERSONNEL BOARD**

JOHN CAPPELLINI	6/30/2023
DAVID SCHLIER	6/30/2023
M. CLARE ROWLAND	6/30/2025
STEPHEN R. HEMMAN	6/30/2025
SALVATORE ALBERT (EX-OFFICIO)	

### **INSP. OF PLUMBING & GAS PIPING**

JAMES IMPRESCIA	6/30/2023
WAYNE LITTLE	6/30/2023
ANTHONY HOFFMAN	6/30/2023

### **INSPECTOR OF WIRING**

RICHARD CANNAVINO	6/30/2023
HARRY PARVIANEN	6/30/2023

### **ZONING BOARD OF APPEALS**

ELIZABETH IRVINE	6/30/2023
JOHN BOWEN (ASSOC.)	6/30/2023
MATTHEW KOTOSKI	6/30/2024
GLENN DAVIS (ASSOC.)	6/30/2024
ALAN TWOMLEY	6/30/2025

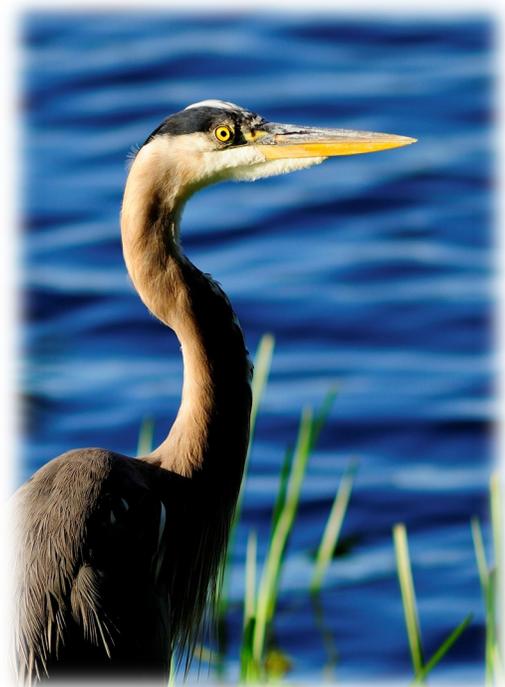
### **DEPARTMENT OF PUBLIC WORKS COMMISSION**

ROSS BARBER	6/30/2023
LORRAINE EMERSON	6/30/2024
VANCE BUTTERFIELD	6/30/2025

### **ELECTION OFFICIALS**

**(APPOINTED THROUGH 8/15/2023)**

DONNA ALLARD
KAREN BRIGHENTI
SHEILA CASEY
CAROLE CHRISTENSEN
MARY CONDON
ANNIE CUNDARI
JENNIFER DUQUETTE
THERESA GRENIER
BETSY HALEY-CORMIER
COLLEEN HIRONS
ELIZABETH IRVINE
LEEANN LAMSA
LINDA MCCLENAHAN
LAILA MICHAUD
KATHY PELULLO
SUSAN YRAOLA







*Town Clerk  
Election Results  
Town Meeting  
Minutes*

## Town Clerk

The following is a breakdown of activity that took place in the Town Clerk's Office during the past year of 2022:

2022 Population	8411
Births Recorded	70
Deaths Recorded	69
Brought Into Town for Burial	23
Burial Permits Issued	30
Marriage Intentions Recorded	41
Marriage Certificates Recorded	41
Business Certificates Recorded/Renewed	76
Certificates of Registration (Storage Permits)	8
Copies of Vital Records (births, deaths, marriages)	653
Joint Pole Locations Requests	1
Single Pole Location Requests	1
Raffle Permits	1
ZBA Hearing Applications	11
Adoptions Recorded	1

### MONEY COLLECTED

Sales (Books, Vital Records, Copies, etc.)	\$ 6,757
Fees (Dog licenses and fines, Marriage Intentions, Business Certs, ZBA Appl., etc.)	\$ 35,463
<b>TOTAL</b>	<b>\$ 42,220</b>

### DOG LICENSES ISSUED BY THE TOWN CLERK'S OFFICE:

- 1,532 Dog Licenses
- 1 Kennel Licenses for up to 4 dogs
- 7 Kennel Licenses for 5-10 dogs
- 3 Kennel Licenses for 11 or more dogs

One rabies clinic was held for our residents in March at the Gardner Animal Shelter by Gardner Animal Care.

### LIST OF JURORS

Pursuant to the Massachusetts General Laws Chapter 234A, the Town of Westminster adopted the Middlesex County system of Jury Selection. All jury selections and drawings are handled by the Office of the Jury Commissioner for the Commonwealth. A prospective jury list for 2022 was forwarded to this office by the Office of the Jury Commissioner and may be viewed in the Town Clerk's Office.

# Town Clerk

## ELECTION AND REGISTRATION

### REGISTERED VOTERS (December 31, 2022)

	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Democrat	336	235	73	380	1024
Republican	300	247	91	268	906
Unenrolled	1541	1181	378	1419	4519
Libertarian	10	13	1	13	37
Conservative	1	1	0	2	4
Green Rainbow	2	1	0	8	11
Constitution	0	1	0	0	1
MA Independent	3	2	0	0	5
Amer. Independent	2	2	1	2	7
Socialist	0	1	0	0	1
Inter. 3 <sup>rd</sup> Party	3	0	0	2	5
Working Families	1	0	0	0	1
Pizza Party	1	0	0	0	1
United Indep. Party	14	7	3	14	38
<b>TOTALS</b>	<b>2214</b>	<b>1691</b>	<b>547</b>	<b>2109</b>	<b>6561</b>

### TOWN ELECTION AND TOWN MEETINGS HELD

We conducted our Annual Town Election on April 26<sup>th</sup> with a total of **1,305** voters casting their ballots. A Special Town Meeting along with our Annual Town Meeting was held on May 7<sup>th</sup>. In addition, a Special Town Meeting was held on November 15<sup>th</sup> to close out the year.

We continue to interpret and put into practice any new law passed due to the COVID-19 pandemic. Further, we continue to rework space configurations for elections to ensure the safety of our residents while voting at the polls.

### STATE ELECTIONS HELD

By state law, in person **Early Voting** was held in the Town Hall for the State Primary from August 27<sup>th</sup> through September 2<sup>nd</sup> and the State Primary took place on September 6<sup>th</sup>. Also, in person **Early Voting** was held once again in Town Hall from October 22<sup>nd</sup> through November 3<sup>rd</sup> for the State Election that was held on November 8<sup>th</sup>. We have had another busy year to say the least! Early Voting by mail continues to be the most popular option for our residents– not so much in person.



# Town Clerk

## **MISCELLANEOUS**

The Town Clerk's office regularly attends all conferences and courses offered three times a year by the MA Town Clerks' Association in conjunction with State Elections, Vital Records and other state and local agencies so that we are fully trained for running efficient elections, processing vital records, and gaining new knowledge or procedures for the Office of Town Clerk.

Individuals working in the Town Clerk's Office include Town Clerk Ellen M. Sheehan, Assistant Town Clerk Jennifer Duquette, and Department Assistant Michelle Johnson. The Office of the Town Clerk is open Monday from 7 a.m. to 7 p.m. and Tuesday through Thursday from 7:30 a.m. to 4:30 p.m. We are now closed on Fridays. Contact may also be made through Ellen Sheehan at the Town of Westminster's website at [esheehan@westminster-ma.gov](mailto:esheehan@westminster-ma.gov).

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

***Our population (8,411) and number of registered voters (6,561) continues to grow here in Westminster. With the demands of conducting federal, state and local elections, along with early voting, we continue to offer our residents all of the services that the Town Clerk's office supports. This can be challenging, especially when we manage large state primaries and elections with a small staff. As always, our goal is to provide the finest customer service possible to our residents. We are always here working and ready to serve with courtesy and respect!***

Respectfully submitted,

Ellen M. Sheehan, CMMC  
Westminster Town Clerk



(L to R) Jennifer Duquette, Ellen Sheehan (Town Clerk) Michelle Johnson

## *Elected Officials*

**MODERATOR- 3 YRS**

JOHN A. BOWEN, 110 NARROWS ROAD .....2023

**SELECT BOARD -3 YRS**

SALVATORE J. ALBERT, JR, 66 BEAN PORRIDGE HILL RD  
.....2023

HEATHER M. BILLINGS, 19 BACON STREET 2024

MELISSA A. BANKS , 12 KIRALI CT 2025

**BOARD OF HEALTH- 3 YRS**

MATTHEW E. PEARSON, 152 BRAGG HILL RD .....2023

MICHAEL G. POPIK, 12 PARTRIDGE HILL ROAD.....2024

EDWARD J. SIMONCINI, JR, 8 WHITNEY STREET 2025

**TOWN CLERK - 3 YRS**

ELLEN M. SHEEHAN, 1 CARPENTER LANE .....2023

**ASSESSORS- 3 YRS**

ROBERT J. SAMPSON, 15 FENNO DRIVE .....2023

DONALD L. FRIGOLETTO, 16 NOTOWN ROAD .....2024

ROBIN L. HOLM, 34 SUNSET ROAD .....2025

**LIBRARY TRUSTEES- 3 YRS**

KIMBERLY A. SAMSON, 25 SCENIC DRIVE .....2023

KRISTEN R. GREGORY, 17 MARSHALL HILL ROAD .....2023

CYNTHIA J. BROWN, 32 HONEY BEE LANE.....2024

TIFFANY G. DAVIS, 80 LANES ROAD .....2024

MARGHERITA ALTOBELLI, 260 DAVIS ROAD 2025

MARTHA A. RAINVILLE, 51 OLD OAK AVENUE 2025

**HAGER PARK COMMISSION- 3 YRS**

ALAN J. WIKTORSKI, 50 WORCESTER ROAD.....2023

CHRISTOPHER C. MOSSMAN, 57 DEPOT ROAD.....2024

MATTHEW E. PEARSON, 152 BRAGG HILL ROAD 2025

**PLANNING BOARD- 3 YRS**

MARIE N. AUGER, 44 KENT ROAD .....2023

DANIEL T. BARTKUS, 150 BEAN PORRIDGE HILL ROAD 2023

JACKLYN M. NALLY , 21 PATRICIA ROAD (APT UNTIL 4/23) 2023

LAWRENCE R. SKAMARYCZ, 50 KNOWER ROAD(RESIGNED)2024

GREGG A. BUCKMAN, 51 OLD OAK AVENUE.....2025

JODI T. SNYDER, 262 W. PRINCETON ROAD 2025

**HOUSING AUTHORITY-5 YRS**

STATE APPOINTEE (VACANT) ..... 2016

BRENDA M. ALBERT, 8 SCENIC DRIVE .....2023

WALTER C. TAYLOR, 123 MAIN STREET (RESIGNED)2024

PETER F. YRAOLA, 15 BACON STREET .....2025

**CONSTABLES-3 YRS**

STEVEN L. COUTURE, 46 DAWLEY ROAD2023

SALVATORE J. ALBERT, JR, 66 BEAN PORRIDGE HILL RD.....2025

**CEMETERY COMMISSION-3 YRS**

SHAWN O'LEARY, 25 NICHOLS STREET .....2023

RAYMOND J. RATHIER, 11 CHURCH ST (APT UNTIL 4/23) 2023

STANLEY SKAMARYCZ, 50 EDRO ISLE ROAD (RESIGNED) 2024

PAUL J. BANKS, JR., 12 KIRALI COURT ..... 2025

**REGIONAL SCHOOL COMMITTEE**

**(WESTMINSTER MEMBERS)**

JUSTIN M. SPARKS, 27 NICHOLS STREET ..... 2023

KIMBERLY M. RUSSO, 7 PARTRIDGE HILL ROAD 2023

COURTNEY ROSE MCGEE, 29 ASHBURNHAM STATE RD  
..... 2024

JANET C. SMITH, 13 BATTLES ROAD ..... 2025

ANDREW D. STORM, 78 STATE ROAD EAST.....2025



## *April 26, 2022 Annual Town Election*

A total of 1,305 voters (Precinct 1-394 and Precinct 2-487 and Precinct 3-424) cast ballots at the Annual Town Election. This represents a 0.2018 percent voter turnout (6,465 total voters). Respectfully submitted, Ellen Sheehan, CMMC Town Clerk. The following are the results:

### Select Board -3 years

	Precinct 1	Precinct 2	Precinct 3	Total
Melissa A. Urban Banks	308	388	357	1053
Write-In	5	3	2	10
Blanks	81	96	65	242
<b>TOTAL</b>	<b>394</b>	<b>487</b>	<b>424</b>	<b>1305</b>

### Board of Health -3 years

	Precinct 1	Precinct 2	Precinct 3	Total
Edward J. Simoncini	296	365	340	1001
Write-In	0	9	0	9
Blanks	98	113	84	295
<b>TOTAL</b>	<b>394</b>	<b>487</b>	<b>424</b>	<b>1305</b>

### Assessor -3 years

	Precinct 1	Precinct 2	Precinct 3	Total
Robin L. Holm	301	369	347	1017
Write-In	0	2	0	2
Blanks	93	116	77	286
<b>TOTAL</b>	<b>394</b>	<b>487</b>	<b>424</b>	<b>1305</b>

### Library Trustee (two positions) -3 years

	Precinct 1	Precinct 2	Precinct 3	Total
Margherita Altobelli	310	392	341	1043
Martha A. Rainville	290	361	319	970
Write-In	0	0	3	3
Blanks	188	221	185	594
<b>TOTAL</b>	<b>788</b>	<b>974</b>	<b>848</b>	<b>2610</b>

### Hager Park Commission -3 years

	Precinct 1	Precinct 2	Precinct 3	Total
Matthew E. Pearson	300	380	346	1026
Write-In	0	1	0	1
Blanks	94	106	78	278
<b>TOTAL</b>	<b>394</b>	<b>487</b>	<b>424</b>	<b>1305</b>

### Planning Board (two positions) 3 years

	Precinct 1	Precinct 2	Precinct 3	Total
<b>Gregg Buckman</b>	<b>273</b>	<b>349</b>	<b>318</b>	<b>940</b>
<b>Jodi T. Snyder</b>	<b>284</b>	<b>350</b>	<b>304</b>	<b>938</b>
Blanks	230	273	225	728
Write-In	1	2	1	4
<b>TOTAL</b>	<b>788</b>	<b>974</b>	<b>848</b>	<b>2610</b>

**Constable—3 years**

	Precinct 1	Precinct 2	Precinct 3	Total
<b>Salvatore J. Albert</b>	315	381	361	1057
Blanks	79	104	63	246
Write-In	0	2	0	2
<b>TOTAL</b>	<b>394</b>	<b>487</b>	<b>424</b>	<b>1305</b>

**Cemetery Commission -3 years**

	Precinct 1	Precinct 2	Precinct 3	Total
<b>Paul J. Banks</b>	299	378	347	1024
Blanks	95	108	77	280
Write-In	0	1	0	1
<b>TOTAL</b>	<b>394</b>	<b>487</b>	<b>424</b>	<b>1305</b>

**Regional School Committee—Westminster (two position) -3 years**

	Precinct 1	Precinct 2	Precinct 3	Total
<b>Janet C. Smith</b>	233	284	247	764
<b>Andrew D. Storm</b>	260	305	279	844
<b>Heather K. Allain</b>	133	144	129	406
<b>Nicholas A. Paquette</b>	116	139	110	365
Blanks	46	102	83	231
Write-In	0	0	0	0
<b>TOTAL</b>	<b>788</b>	<b>974</b>	<b>848</b>	<b>2610</b>

**Regional School Committee—Ashburnham (two positions) -3 years**

	Precinct 1	Precinct 2	Precinct 3	Total
<b>Kyle R. Johnson</b>	236	292	265	793
<b>Jennifer L. Storm</b>	240	289	246	775
<b>James E. Kelly</b>	137	142	134	413
<b>Jeremey Smeltekop</b>	122	129	106	357
Blanks	53	122	97	272
Write-In	0	0	0	0
<b>TOTAL</b>	<b>788</b>	<b>974</b>	<b>848</b>	<b>2610</b>

**Community Preservation Act—Ballot Question**

	Precinct 1	Precinct 2	Precinct 3	Total
<b>YES</b>	173	220	207	600
<b>NO</b>	198	251	207	656
Blanks	23	16	10	49
<b>TOTAL</b>	<b>394</b>	<b>487</b>	<b>424</b>	<b>1305</b>

# May 7, 2022 Special Town Meeting Minutes

## VOTE TAKEN AT SPECIAL TOWN MEETING HELD MAY 7, 2022

Before Town Meeting began, Moderator John Bowen allowed Betsy Hannula, of the Westminster Historical Society, to present their upcoming events. Moderator John Bowen also allowed resident Keith Harding to speak and to acknowledge Selectman James DeLisle's accomplishments on both the Advisory Board and as a Select Board Member for many years. This is Selectman DeLisle's last town meeting as a Select Board member.

The meeting was officially called to order by Moderator John Bowen at 1:06 p.m. with 87 people in attendance. The Constable's Return of the Warrant was read by Town Clerk Ellen Sheehan. Melody Smith and Margherita Altobelli were sworn in as tellers.

The following non-residents were given permission to address town meeting when appropriate: Town Counsel, Brian Riley, Cemetery Superintendent Alan Mayo, Town Planner Stephen Wallace, and representatives from Montachusett Regional Vocational Technical High School.

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

The votes taken were as follows:

ARTICLE 1. Voted to transfer **\$195,000** from free cash to supplement the amount voted under Article 5 of the May 1, 2021 Annual Town Meeting for the FY2022 Snow & Ice Removal accounts (Department 423).

**UNANIMOUS**

The special town meeting adjourned at 1:10 p.m.

Respectfully submitted,  
Ellen M. Sheehan, CMMC  
Westminster Town Clerk



# May 7, 2022 Annual Town Meeting Minutes

## VOTE TAKEN AT ANNUAL TOWN MEETING HELD MAY 7, 2022

The meeting was officially called to order by Moderator John Bowen at 1:10 p.m. with 87 people in attendance. The Constable's Return of the Warrant was read by Town Clerk Ellen Sheehan. Melody Smith and Margherita Altobelli were sworn in as tellers.

The following non-residents were given permission to address the town meeting when appropriate: Town Counsel, Brian Riley, Cemetery Superintendent Alan Mayo, Town Planner Stephen Wallace and Representatives of Montachusett Regional Vocational Technical High School. NH Contractor, Josh Olson, was given permission to speak to town meeting regarding Article 24.

***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.***

# May 7, 2022 Annual Town Meeting Minutes

The votes taken were as follows:

## **CUSTOMARY ARTICLES**

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

**ARTICLE 2.** Voted pursuant to Chapter 40, Section 4 of the General Laws to authorize the Select Board to enter into any and all contracts on behalf of the Town for the ensuing fiscal year unless otherwise provided by law, on such terms and conditions as it deems to be in the best interests of the Town.

**ARTICLE 3.** Heard the reports of the following committees appointed to act on Town affairs or in its behalf:

- Advisory Board financial report
- Energy Advisory Committee
- Open Space Committee
- Agricultural Commission

**ARTICLE 4.** Voted to set the following spending limits for each Revolving Fund authorized under Chapter 28-9 of the Town Bylaws for FY2023:

- Hazardous Materials Recovery - \$12,000
- Agricultural Commission Programs - \$10,000
- Public Health Clinic and Emergency Response - \$25,000
- Private Road Maintenance - \$10,000

**ARTICLE 5.** Voted to establish two (2) full-time Police Officer positions in the Police Department.

**NOT UNANIMOUS**

**ARTICLE 6.** Voted to establish two (2) full-time Firefighter positions in the Fire Department.

**NOT UNANIMOUS**

**ARTICLE 7.** Voted to establish two (2) full-time Firefighter positions in the Fire Department contingent upon the receipt of grant funding.

**NOT UNANIMOUS**

**ARTICLE 8.** Voted to establish one (1) full-time Cemetery Foreman position in the Cemetery Department.

**NOT UNANIMOUS**

## **OPERATING BUDGETS**

**ARTICLE 9.** Voted to fix the compensation of appointed and elected officers, provide for a Reserve Fund, and determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, for the ensuing fiscal year.

## *May 7, 2022 Annual Town Meeting Minutes*

### AMOUNT APPROPRIATED

Selectmen	Salaries	\$4,000
	Expenses	27,250
Town Administration	Salaries	148,604
	Expenses	7,200
Advisory Board	Expenses	650
Reserve fund	Expenses	98,400
Accountant	Salaries	106,360
	Expenses	37,900
Assessor	Salaries	70,274
	Expenses	20,964
Treasurer/Collector	Stipend	1,000
	Salaries	162,789
	Expenses	19,816
Legal	Expenses	75,000
Personnel Admin	Salaries	54,531
	Expenses	19,500
Data Processing	Salaries	70,794
	Expenses	121,600
Town Clerk	Stipend	1,200
	Salaries	91,208
	Expenses	11,260
Elections	Stipend	700
	Salaries	15,585
	Expenses	18,505
Conservation	Salaries	40,846
	Expenses	1,050
Town Planner	Salaries	82,193
	Expenses	4,500
Planning Board	Salary	2,000
	Expenses	1,150
Board of Appeals	Salaries	\$1,000
	Expenses	300

## *May 7, 2022 Annual Town Meeting Minutes*

### AMOUNT APPROPRIATED

Agricultural Commission	Expenses	500
Economic Development	Expenses	1,300
Public Buildings & Property	Salaries	112,164
	Expenses	252,050
Town Report	Expenses	2,250
Crocker Pond	Salaries	22,314
	Expenses	7,655
Police /Dispatch	Salaries	2,044,243
	Expenses	340,690
Fire	Salaries	1,006,274
	Expenses	177,786
Ambulance	Salaries	497,218
	Expenses	152,251
Emergency Management	Salaries	4,611
	Expenses	12,405
Building Department	Salaries	232,606
	Expenses	20,000
Animal Control	Expenses	40,700
Tree Warden	Salary	2,000
	Expenses	33,200
K-12 Schools	Contrib to Fund Budget	7,807,347
	Additional Funds	2,404,869
	Transportation	490,692
	Comm Serv.	4,308
	WES Bond	242,000
	Oakmont Bond	230,000
Monty Tech	Foundation State Min	745,000
	Transportation	20,000
	Capital	13,500
	Bonds	0
Highway Admin	Salaries	331,152

## *May 7, 2022 Annual Town Meeting Minutes*

### AMOUNT APPROPRIATED

Highway Dept	Salaries	\$641,498
	Expenses	266,370
Snow & Ice Control	Salaries	77,000
	Expenses	320,000
Street Lighting	Expenses	26,000
Cemetery Dept	Salaries	168,217
	Expenses	15,680
Health Dept	Salaries	125,367
	Expenses	19,860
Council on Aging	Salaries	62,522
	Expenses	15,700
Veteran's Services	Salaries	0
	Expenses	17,000
Veteran's Assistance	Expenses	90,000
MART	Salaries	92,269
	Expenses	12,250
Library	Salaries	309,618
	Expenses	146,340
Recreation Dept	Salaries	27,380
	Expenses	21,440
Concerts	Expenses	3,000
Hager Park Commission	Expenses	1,100
Historical Commission	Expenses	1,280
Memorial Day	Expenses	1,300
Care of Town Clock	Expenses	350
Town Debt Retirement	Expenses	407,000
Town Debt Interest	Expenses	49,528
Regional Plan Council	Expenses	2,899
Other Employee Benefits	Expenses	40,000
Retirement & Pensions	Expenses	1,172,145
Group Health Insurance	Expenses	1,346,946
Group Life Insurance	Expenses	4,700
Other Insurance	Expenses	335,500

## *May 7, 2022 Annual Town Meeting Minutes*

Voted to appropriate the total sum of \$24,389,472 and to meet that appropriation as follows:

- ▶ Raise and appropriate \$23,627,003
- ▶ Transfer \$649,469 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.
- ▶ Transfer \$110,000 from Pension Stabilization to offset the annual assessment increase.

ARTICLE 10. Voted the following sums be approved for the operation of the Sewer Enterprise for fiscal year 2023:

Salaries	119,764
Expenses	1,086,860
Debt Principal (USDA Loan)	53,554
Debt Interest (USDA Loan)	50,074
Reserve Fund	10,000
<b>SUBTOTAL</b>	<b>1,280,252</b>
Shared Costs	245,258
<b>TOTAL</b>	<b>1,565,510</b>

Further, that of said sums, an appropriation of \$1,280,252 be raised as follows:

\$ 150,000	Retained Earnings
\$ 88,084	General Fund Subsidy
\$1,042,168	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 11. Voted the following sums be approved for the operation of the Water Enterprise for fiscal year 2023.

Salaries	145,812
Expenses	442,720
Debt Principal (Ellis Rd water tank)	3,575
Debt Interest (Ellis Rd water tank)	57,600
Capital Outlay	
Reserve Fund	10,000
<b>SUBTOTAL</b>	<b>659,707</b>
Shared Costs	221,414
<b>TOTAL</b>	<b>881,121</b>

## *May 7, 2022 Annual Town Meeting Minutes*

Further, that of said sums, an appropriation of \$659,707 be raised as follows:

\$659,707      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 12.**      Voted the following sums be approved for the operation of the Solid Waste Transfer Facility Enterprise for fiscal year 2023.

Salaries	
Expenses	263,500
Reserve Fund	<u>10,000</u>
<b>SUBTOTAL</b>	<b>273,500</b>
Shared Costs	<u>58,663</u>
<b>TOTAL</b>	<b>332,163</b>

Further, that of said sums, an appropriation of \$273,500 be raised as follows:

\$273,500      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 13.**      Voted to raise and appropriate the sum of \$9,000, as follows:

\$4,000 for the Westminster Cultural Council  
\$5,000 for the Conservation Fund as provided for in Section 8C of Chapter 40 of the General Laws.

**ARTICLE 14.**      Voted to raise and appropriate \$25,000 to fund a portion of the cost of retaining a professional consultant to perform the revaluation of real and personal property in the Town as required under Massachusetts General Laws.

**ARTICLE 15.**      Voted to transfer \$230,000 from Free Cash to reduce the Fiscal Year 2023 tax rate.

# May 7, 2022 Annual Town Meeting Minutes

## NON-CAPITAL MONEY ARTICLES

ARTICLE 16. Voted to transfer \$3,000 from Free Cash for professional trail maintenance assistance and supplies.

ARTICLE 17. Voted to transfer \$5,000 from Free Cash to be spent under the direction of the Forbush Memorial Library Trustees to conduct appraisals for Town owned historical artifacts.

ARTICLE 18. Voted to transfer \$2,000 from free cash to be spent under the direction of the Historical Commission for continued work with a historic preservationist.

ARTICLE 19. **DID NOT PASS THE VOTE** to transfer \$50,000 from free cash to be spent under the direction of the Town Administrator to supplement vehicle fuel and building utility expenses for the various town departments.

**Town Moderator called for a counted show of hands:**

**Yes: 25**

**No: 36**



## CAPITAL EXPENDITURE ARTICLES

ARTICLE 20. Voted to appropriate \$2,612,573 to be spent under the direction of the corresponding departments for the following capital equipment and projects, including related incidental costs, as follows:

## *May 7, 2022 Annual Town Meeting Minutes*

	Dept	Item/Expense	Amount Requested	Proposed Funding Source
20-1	DPW	Maintenance of Town roads (including oiling, sealing, re-surfacing, drainage, guardrails, removing trees/brush, and other such activities.)	\$300,000.00	Raise and appropriate
20-2	DPW	Road Improvement Program	\$500,000.00	Road Maintenance Stabilization
20-3	DPW	Storm Water Permit	\$50,000.00	Capital Equipment Stabilization
20-4	DPW	Replace 2005 John Deere Loader 544J	\$250,000.00	Capital Equipment Stabilization
20-5	DPW	Replace 2012 JCB Backhoe	\$150,000.00	Capital Equipment Stabilization
20-6	DPW	Water Pressure Reducing Valves (4 locations)	\$20,000.00	Water Enterprise Fund
20-7	DPW	Water Storage Tank - Shady Ave	\$450,000.00	Water Enterprise Fund
20-8	Police	Body Worn Cameras for Police Officers	\$68,280.00	Capital Equipment Stabilization
20-9	Police	Replace 2017 Ford Interceptor	\$59,700.00	Capital Equipment Stabilization
20-10	Fire	KME Ladder Truck (refurbishment Tower I)	\$100,000.00	Capital Equipment Stabilization
20-11	Fire	Replace 2013 Chevy Pickup	\$45,000.00	Capital Equipment Stabilization
20-12	Fire	Chest Compression Machine	\$45,000.00	Ambulance Receipts
20-13	IT	Computer Replacement Program	\$44,000.00	Technology Stabilization
20-14	Town	Engineering Study for Colony Rd Fields	\$77,200.00	Capital Equipment Stabilization
20-15	Cemetery	Replace 2008 Ford F250 Utility Truck	\$50,000.00	Capital Equipment Stabilization
20-16	School Dept	Districtwide Capital Projects Oakmont RHS - \$65,253 Overlook MS - \$35,072 District - \$81,068	\$181,393.00	Building Maintenance Stabilization
20-17	School Dept	Westminster Capital Projects Meetinghouse - \$130,000 Westminster - \$92,000	\$222,000.00	Building Maintenance Stabilization

**(2/3 vote required)  
UNANIMOUS**

# May 7, 2022 Annual Town Meeting Minutes

## MISCELLANEOUS AND ZONING ARTICLES

ARTICLE 21. Voted to transfer the care, custody and control of the parcels listed in the warrant, from the Tax Custodian to the Select Board for general municipal purposes and to authorize the Select Board to convey said property on such terms and conditions and for such consideration as the Select Board deem appropriate.

Street Address	Map/Lot	Parcel Size	Zoning
Shady Avenue	86/23	1.5 Acres	R-1
Ellis Road-Rear	132/2	6.3 Acres	R-2
East Main Street	111/2-1	3,930 SF	R-1
50 State Road West	101/6	3.8 Acres	R-1
State Road West	84/2	17,424 SF	C-2
Roper Road	74/5	1.6 Acres	R-2

**2/3 vote required and recognized**

**UNANIMOUS**

ARTICLE 22. Voted to grant a utility easement to National Grid for Pole 14-4, that is located on the property owned by the Town at 12 Goodridge Drive for modifications and upgrades to the electric equipment.

ARTICLE 23. Voted to accept as gifts two framed pastel watercolor paintings done by John Roscoe Ballou c. 1910, one of the Forbush Memorial Library building, another of a New England seashore, given by John and Lynda Christian May 14, 2021 and accepted by the Library Board of Trustees July 20, 2021.

ARTICLE 24. Voted to amend the Zoning Map of the Town, as it is established and referenced in Article III, Section 205-6 (Zoning Map) to change the zoning for 8 Worcester Road from Commercial-I to Residential-1.

**2/3 vote required and recognized by Town Moderator**

The Annual Town Meeting adjourned at 3:38 p.m.

Respectfully submitted,  
Ellen M. Sheehan, CMMC  
Westminster Town Clerk



# November 15, 2022 Special Town Meeting Minutes

## **VOTE TAKEN AT THE SPECIAL TOWN MEETING, NOVEMBER 15, 2022**

The meeting was called to order at the Westminster Elementary School at 7:30 p.m. by Town Moderator John Bowen. The Constable's Return of the Warrant was read by Town Clerk Ellen Sheehan. A total of 50 voters were in attendance. Dana Altobelli and Melinda Horrigan were sworn in as tellers if needed.

Voted to give the following non-residents permission to address Town Meeting: Town Planner Tracy Murphy and Town Counsel Brian Riley.

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

The votes taken were as follows:

**ARTICLE 1.** Voted to transfer \$360.00 from free cash to pay the following unpaid bill from fiscal year 2022:

Paul's Rentals Supply Center (Parks & Recreation) \$360.00

**(9/10 Vote Required and Recognized)**

**UNANIMOUS**

**ARTICLE 2.** Voted to accept as a public way the roadway known as Lighthouse Lane, as heretofore laid out by the Public Works Commission and shown on a plan of land entitled "Lighthouse Lane' Acceptance Plan of Land in Westminster, MA Prepared for Ashoryn, LLC", dated August 4, 2022, prepared by Haley Ward, Inc., and on file with the Town Clerk, and authorize the Public Works Commission, acting as the Road Commissioners, to acquire, by gift, purchase, and/or eminent domain, the fee to and/or easements in Lighthouse Lane for all purposes for which public ways are used in the Town of Westminster and any drainage, access, utility and/or other easements related thereto; or take any other action relative thereto.

**(2/3 Vote Required and Recognized)**

**UNANIMOUS**

**ARTICLE 3.** Voted to accept as a public way the roadway known as White Pine Drive, as heretofore laid out by the Public Works Commission and shown on a plan of land entitled "Street Acceptance Plan Westminster, Massachusetts", dated May 26, 2022, prepared by Dillis & Roy, Civil Design Group, and on file with the Town Clerk, and authorize the Public Works Commission, acting as the Road Commissioners, to acquire, by gift, purchase, and/or eminent domain, the fee to and/or easements in White Pine Drive for all purposes for which public ways are used in the Town of Westminster and any drainage, access, utility and/or other easements related thereto; or take any other action relative thereto.

**(2/3 Vote Required and Recognized)**

**UNANIMOUS**

## *November 15, 2022 Special Town Meeting Minutes*

ARTICLE 4. Voted to accept the provisions of M.G.L. Chapter 59 Sec. 5, Clause Twenty-second H (inserted by Chapter 218 of the Acts of 2018, known as An Act Relative to Veterans' Benefits, Rights, Appreciation, Validation, and Enforcement ("BRAVE Act")), signed into law August 28, 2018, which provides for a property tax exemption for real estate as follows: to the full amount of the taxable valuation of the real property of the surviving parents or guardians of soldiers and sailors, members of the National Guard and veterans who: (i) during active duty service, suffered an injury or illness documented by the United States Department of Veterans Affairs or a branch of the armed forces that was a proximate cause of their death; (ii) are missing in action with a presumptive finding of death as a result of active duty service as members of the Armed Forces of the United States; provided, however, that the real estate shall be occupied by the surviving parents or guardians as the surviving parents' or guardians' domicile; and provided further that the surviving parents or guardians shall have been domiciled in the Commonwealth for the 5 consecutive years immediately before the date of filing for an exemption pursuant to this clause or the soldier or sailor, member of the National Guard or veteran was domiciled in the Commonwealth for not less than 6 months before entering service. Surviving parents or guardians eligible for an exemption pursuant to this clause shall be eligible regardless of when the soldier or sailor, member of the National Guard or veteran died or became missing in action with a presumptive finding of death; provided, however, that the exemption shall only apply to tax years beginning on or after January 1, 2019. Such exemption shall be available until such time as the surviving parents or guardians are deceased. No real estate shall be so exempt which has been conveyed to the surviving parents or guardians to evade taxation.

**UNANIMOUS**

ARTICLE 5. Voted to transfer \$20,000 from Ambulance Receipts, to be spent under the direction of the Fire Chief for the purchase of a pickup truck for Emergency Medical Services.

**UNANIMOUS**

ARTICLE 6. Voted to transfer \$32,000 from Ambulance Receipts, to be spent under the direction of the Fire Chief for Paramedic Training for new employees.

**UNANIMOUS**

ARTICLE 7. Voted to transfer \$50,000 from Free Cash, to supplement vehicle fuel and building utility expenses for the various town departments; said sum to be spent under the direction of the Town Administrator.

ARTICLE 8. Voted to transfer \$15,000 from Septic Loan Program Receipts to Town Debt Retirement - General Fund to cover the debt costs.

**UNANIMOUS**

ARTICLE 9. Voted to transfer \$1,500,000 from free cash to the Pension Liability Stabilization Fund.

**UNANIMOUS**

## *November 15, 2022 Special Town Meeting Minutes*

ARTICLE 10. Voted to transfer \$100,000 from free cash to the Other Post-Employment Benefits (OPEB) Trust Fund.

**UNANIMOUS**

ARTICLE 11. Voted to transfer \$700,000 from free cash to the Building Maintenance and Repairs Stabilization Fund.

**UNANIMOUS**

ARTICLE 12. Voted to transfer \$15,000 from free cash to the Information Technology and Telecommunications Stabilization Fund.

**UNANIMOUS**

ARTICLE 13. Voted to transfer \$550,000 from free cash to the Capital Equipment and Improvements Stabilization Fund.

**UNANIMOUS**

ARTICLE 14. Voted to transfer \$50,000 from free cash to the Road Maintenance Stabilization Fund.

**UNANIMOUS**

The Special Town Meeting adjourned at 7:58 p.m.

Respectfully submitted,

Ellen M. Sheehan, CMMC  
Westminster Town Clerk



## *Results of State Primary Held September 6, 2022*

1,386 voters cast their ballots at this election. This represents 0.21 percent of the total number of voters (6,496).

### Break down of Voters by Party:

	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Democrat	260	202	74	262	798
Republican	194	170	50	174	588
<b>TOTAL</b>	<b>454</b>	<b>372</b>	<b>124</b>	<b>436</b>	<b>1386</b>

### DEMOCRAT

<b>Governor</b>	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Sonia Rosa Change-	28	16	7	30	81
Maura Healey	228	185	64	229	706
Write-In	1	0	0	0	1
Blanks	3	1	3	3	10
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

<b>Lieutenant Governor</b>	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Kimberly Driscoll	109	95	26	111	341
Tami Gouveia	61	49	7	66	183
Eric P. Lesser	84	50	36	71	241
Write-In	0	0	0	0	0
Blanks	6	8	5	14	33
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

<b>Attorney General</b>	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Andrea J Campbell	105	80	31	94	310
Shannon Erika Liss-Riordan	105	76	30	105	316
Quentin Palfrey	44	41	10	57	152
Write-In	0	0	0	0	0
Blanks	6	5	3	6	20
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

## *Results of State Primary Held September 6, 2022*

### DEMOCRAT

Secretary of State	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
William F. Galvin	201	166	62	208	637
Tanisha M. Sullivan	57	36	11	53	157
Write-In	0	0	0	0	0
Blanks	2	0	1	1	4
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

Treasurer	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Deborah B. Goldberg	223	170	65	238	696
Write-In	1	0	0	0	1
Blanks	36	32	9	24	101
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

Auditor	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Christopher S.	85	80	30	81	276
Diana DiZoglio	162	110	34	158	464
Write-In	0	0	0	0	0
Blanks	13	12	10	23	58
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

### 2nd District P-2A; 3rd District P-1, P-2, P-3)

Representative in Congress	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Lori L. Trahan	228	177		242	647
James McGovern			66		
Write-In	2	1	0	0	3
Blanks	30	24	8	20	82
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

## *Results of State Primary Held September 6, 2022*

### DEMOCRAT

Councillor	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Paul M. DePalo	213	161	63	223	660
Write-In	0	1	0	0	1
Blanks	47	40	11	39	137
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

Senator Gen Court	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Anne M.Gobi	218	172	64	236	690
Write-In	1	0	0	3	4
Blanks	41	30	10	23	104
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

Representative General Court	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Write-In	0	1	0	0	1
Blanks	260	201	74	262	797
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

District Attorney	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Joseph D. Early Jr.	223	169	65	242	699
Write-In	1	0	0	0	1
Blanks	36	33	9	20	98
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

Sheriff	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
David M. Fontaine	212	161	61	218	652
Write-In	1	0	0	0	1
Blanks	47	41	13	44	145
<b>TOTAL</b>	<b>260</b>	<b>202</b>	<b>74</b>	<b>262</b>	<b>798</b>

## *Results of State Primary Held September 6, 2022*

### REPUBLICAN

Governor	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Geoff Diehl	98	86	30	106	320
Chris Doughty	95	84	19	65	263
Write-In	0	0	0	0	0
Blanks	1	0	1	3	5
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

Lieutenant Governor	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Leah V. Allen	83	59	19	77	238
Kate Campanale	102	102	29	82	315
Write-In	0	0	0	0	0
Blanks	9	9	2	15	35
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

Attorney General	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
James R. McMahon, III	167	144	42	143	496
Write-In	0	0	0	0	0
Blanks	27	26	8	31	92
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

Secretary of State	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Rayla Campbell	166	142	39	134	481
Write-In	0	0	0	0	0
Blanks	28	28	11	40	107
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

## *Results of State Primary Held September 6, 2022*

### REPUBLICAN

Treasurer	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Write-In	1	0	0	0	1
Blanks	193	170	50	174	587
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

Auditor	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Anthony Amore	162	142	37	133	474
Write-In	0	0	0	0	0
Blanks	32	28	13	41	114
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

### 2nd District P-2A; 3rd District P-1, P-2, P-3)

Representative in Congress	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Dean A. Tran	165	140		141	446
Jeffrey A. Sossa-Paquette			36		
Write-In	1	0	0	0	1
Blanks	28	30	14	33	105
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

Councillor	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Gary Galonek	160	135	36	133	464
Write-In	0	0	0	0	0
Blanks	34	35	14	41	124
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

## *Results of State Primary Held September 6, 2022*

### REPUBLICAN

Senator Gen Court	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
James A. Amorello	161	141	369	140	481
Write-In	0	0	0	0	0
Blanks	33	29	11	34	107
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

Representative	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Kimberly N.	170	144	42	147	503
Write-In	0	0	0	0	0
Blanks	24	26	8	27	85
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

District Attorney	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Write-In	3	0	0	0	3
Blanks	191	170	50	174	585
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>

Sheriff	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Lewis G. Evangelidis	169	150	43	153	515
Write-In	0	0	0	0	0
Blanks	25	20	7	21	73
<b>TOTAL</b>	<b>194</b>	<b>170</b>	<b>50</b>	<b>174</b>	<b>588</b>



*Sunsets from Wachusett Mountain*

## *Results of State Elections Held November 8 2022*

3,945 voters cast their ballots at this election. This represents 0.607 percent of the total number of voters (6,576).

Governor	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Diehl and Allen	652	504	197	554	1907
Healey and Driscoll	640	498	172	645	1955
Reed and Everett	20	15	5	24	64
Write-In	0	0	0	0	0
Blanks	2	12	1	4	19
<b>TOTAL</b>	<b>13147</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

Attorney General	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Andrea J. Campbell	615	467	169	631	1882
James R. McMahon, III	679	540	201	580	2000
Write-In	0	1	0	0	1
Blanks	20	21	5	16	62
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

Secretary of State	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
William F. Galvin	713	544	191	703	2151
Rayla Campbell	561	441	177	484	1663
Juan Sanchez	24	26	2	26	78
Write-In	1	0	0	0	1
Blanks	15	18	5	14	52
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

Treasurer	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Deborah B. Goldberg	765	591	217	754	2327
Cristina Crawford	376	310	118	339	1143
Write-In	7	1	2	0	10
Blanks	166	127	38	134	465
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

*Results of State Elections Held November 8, 2022*

Auditor	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Anthony Amore	666	509	199	545	1919
Diana DiZoglio	521	408	146	538	1613
Gloria Caballero-Roca	33	23	5	32	93
Dominic Giannone III	22	13	7	19	61
Daniel Riek	28	31	7	45	111
Write-In	0	0	0	0	0
Blanks	44	45	11	48	148
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

**2nd District P-2A**

Representative in	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
James McGovern			184		
Jeffrey Sossa-Paquette			185		
Write-In			0		
Blanks			6		
<b>TOTAL</b>			<b>375</b>		

**3rd District P-1, P-2, P-3**

Representative in	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Lori L. Trahan	638	499		641	1778
Dean A. Tran	648	506		560	1714
Write-In	0	1		0	1
Blanks	28	23		26	77
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>		<b>1227</b>	<b>3570</b>

Councillor	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Paul M. DePalo	652	484	176	652	1964
Gary Galonek	616	498	185	523	1822
Write-In	0	0	0	0	0
Blanks	46	47	14	52	159
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

*Results of State Elections Held November 8, 2022*

Senator General Court	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Anne M. Gobi	639	487	170	656	1952
James A. Amorello	645	509	198	542	1894
Write-In	0	0	0	0	0
Blanks	30	33	7	29	99
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

Representative General Court	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Kimberly N Ferguson	997	774	299	920	2990
Write-In	5	0	0	3	8
Blanks	312	255	76	304	947
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

District Attorney	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Joseph D Early Jr	900	705	244	881	2730
Write-In	9	3	1	4	17
Blanks	405	321	130	342	1198
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

Sheriff	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
Lewis G. Evangelidis	824	708	258	763	2553
David M. Fontaine	457	290	109	432	1288
Write-In	2	0	0	0	2
Blanks	31	31	8	32	102
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

# *Results of State Elections Held November 8, 2022*

## **BALLOT QUESTIONS**

### **QUESTION 1 (4% Income Tax over \$1 Million)**

	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
YES	529	369	131	542	1571
NO	739	624	235	639	2237
Blanks	46	36	9	46	137
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

### **QUESTION 2 (Dental)**

	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
YES	819	644	226	776	2465
NO	436	343	138	396	1313
Blanks	59	42	11	55	167
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

### **QUESTION 3 (Increase of Alcohol Licenses)**

	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
YES	505	389	145	470	1509
NO	746	599	217	587	2249
Blanks	63	41	13	70	187
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

# *Results of State Elections Held November 8, 2022*

## **QUESTION 4 (Driver's Licenses for Non-Citizens)**

	Precinct 1	Precinct 2	Precinct 2A	Precinct 3	TOTAL
<b>YES</b>	523	382	148	511	1564
<b>NO</b>	735	603	217	664	2219
<b>Blanks</b>	56	44	10	52	162
<b>TOTAL</b>	<b>1314</b>	<b>1029</b>	<b>375</b>	<b>1227</b>	<b>3945</b>

Respectfully submitted

Ellen Sheehan, CMCC

Westminster Town Clerk



The original Mt. Wachusett Mountain House

Circa 1870

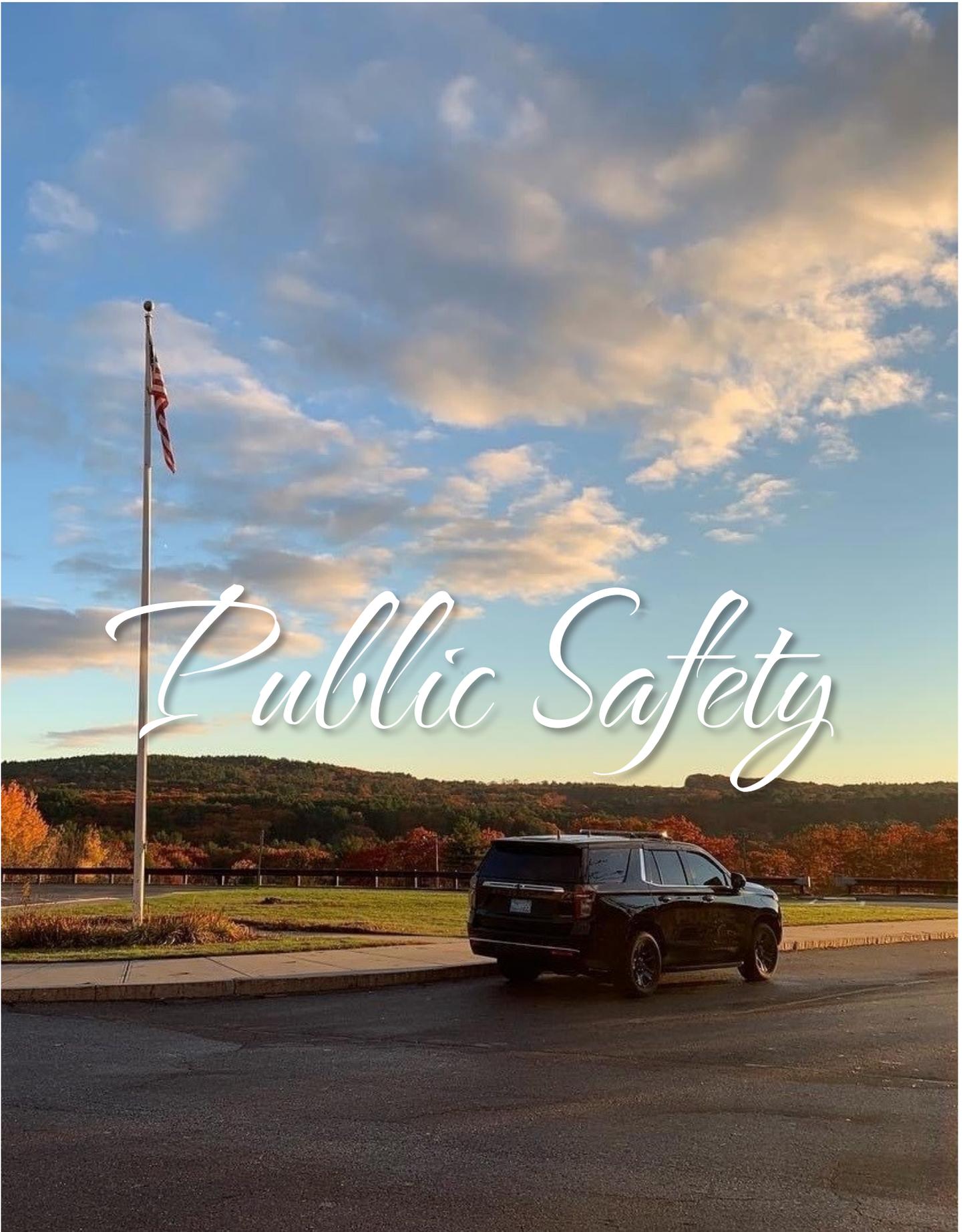
# NATIONAL NIGHT OUT

WORCESTER COUNTY DISTRICT ATTORNEY JOSEPH EARLY JR. ATTENDED WESTMINSTER AND ASHBURNHAM FIRE & POLICE DEPT 'S YEARLY COMMUNITY EVENT, INSPIRING NEIGHBORHOOD CAMARADERIE AND PARTNERSHIP WITH LAW ENFORCEMENT AND RESIDENTS, CELEBRATING SAFETY AND HIGHLIGHTING PEOPLE AND ORGANIZATIONS THAT MAKE OUR TOWNS GREAT!



# WALK TO SCHOOL DAY





## *Police Department*

The Westminster Police Department currently has fourteen full time Officers with two vacant positions, along with three part time officers and three special police officers. Our dispatch staff has four full time dispatchers and five part time Dispatchers. Two of these dispatchers were just hired to help support our full time dispatch staff.

During the calendar year the department made 224 arrests/summons, served 64 restraining orders, and issued 788 citations.

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

The Westminster Police Department will commit its resources in partnership with the community to:

- Promote a safe and secure environment, free of crime and the fear of crime
- Maintain order and provide for the safe and expeditious flow of traffic
- Practice our core values of integrity, respect, service, and fairness
- Preserve life, maintain human rights, protect property and promote individual
- Responsibility and community commitment

### **Training**

During the 2022-2023 fiscal year, the Westminster Police Department continued their vigorous Use of Force-related training, including Firearms, Taser, and MILO Range Training System. The training sessions keep officers up to date with skills related to using force and integrate these skills into realistic scenarios. The MILO Training System (Multiple Interactive Learning Objective) allows instructors to evaluate how officers can apply their knowledge and skills to real-life scenarios.

Firearms training is conducted three times annually for full and part-time officers who actively participate in patrol. Each training session focuses on a different firearms topic allowing for skill building and enhancing an officer's ability. Reserve officers who exclusively work traffic details participate in two firearms sessions annually, focusing on maintaining and expanding firearms skills while meeting required qualification standards. Some of the training topics covered during firearms training this year were firearm manipulation, marksmanship, shooting under stress, multiple targets, moving and shooting, reactive targets, and qualification standards. Tasers are issued to and carried by all patrol shift officers as a less lethal force option. Officers are required to certify in the use of Tasers annually. Taser training covers the function of the Taser platform, policies, and laws surrounding the use of Tasers. It requires live fire scenarios to show the officer understands using a Taser.

The MILO Training System was acquired in 2021 and has continued to be utilized as an effective training tool. The MILO System allows instructors to test individuals and groups through interactive simulations, including classroom-based lessons and physical hands-on firearms training during use-of-force exercises. MILO has been employed by thousands of public safety and military agencies with its specially designed interactive environment. Officers are run through scenarios monthly to improve skills and decision-making.



The Westminster Police Department has embraced the transition to Massachusetts Peace Officers Standards and Training (POST). POST emphasizes increasing training and professional standards across Massachusetts. The change to POST has been a learning process but made more accessible by our extensive training programs before the adoption of POST.

### **School Resource Officer**

The Westminster Police Department continues its partnership with the Ashburnham Police Department for the last several years to provide School Resource Officers (SRO) to the Ashburnham/Westminster School District. Currently, Officer Andrew Loescher is our full time SRO being supported by Officer Max Rameau as SRO. Sergeant Nathan Hawkins and his partner Merle along with Detective/SRO Dave Leblanc support them in the Ashburnham Westminster School district. Lieutenant Jason Tamulen oversees our School Resource Officer program and we work closely with the Ashburnham Police Department and their SROs to provide this service within our school district.

SROs have a variety of responsibilities besides safety, security and law enforcement activities.

Our partnership with the Ashburnham Police Department and the Ashburnham Westminster Regional School District has proven very effective and is well received by students and school staff. We look forward to a continued strong relationship with our school district through our SRO program and thank all SROs for their dedication and service!

### **Child Passenger Safety Car Seat Inspections and Installations**

The Westminster Police Department continues to offer free car seat safety checks. This Police Department recognizes how precious our children are and want to help parents. Almost 90% of child safety seats in use today either are being used incorrectly or are installed improperly. Poor instructions and difficult applications result in many improper installations of a car seat. The officer trained in passenger safety also does presentations for school, parent groups, birthing classes and for other agencies.

Massachusetts State Law requires all children under 40 pounds or 5 years of age to be restrained in a child safety seat. State law then requires all children to be "properly restrained". Parents and care givers should be aware that at 5 year and 40 pounds an adult seat belt alone will not "properly restrain" a child. A child should be using a booster seat in conjunction with an adult lap and shoulder belt until they are 4'9" tall.

During your car seat safety checks our Officers will review the car seat selection appropriate for your child's age, weight and height as well as review factors that may affect appropriate use, review the car seat instruction manual and the vehicle owner's manual to ensure that both are being followed correctly, ensure that an appropriate seating position in the vehicle is being used, check the car seat for recalls, visible damage and an expiration date, and guide your installation of the car seat.

You are encouraged to ask to learn how to install the car seat in different seating positions with different installation techniques, discuss the next steps for your child, such as when to move to the next type of car seat, discuss your state laws and best practice recommendations for occupant safety, discuss the benefits of everyone riding properly restrained, including all adults, discuss safety in and around the vehicle, and answer any questions you may have, so ask away!!

The Westminster Police Department offers free Child Passenger Safety seat checks during various times and days throughout the week. You can set up an appointment with a trained, certified technician by calling the station at (978) 874-2933.



*Sgt Amy Nelson & Officer Connor Fury at Bright Lights  
Childhood Cancer Awareness Month / September 2022*

# Police Department

## Call Types

Call Type-Summary	Number
209A Violation	12
258E Violation	3
911 Unknown	411
Animal Problem	267
Advice	185
Area Checks	4398
Assist Citizen	139
Assist Other Agency	100
Burglar Alarm	383
BOLO Notifications	355
Building Checks	1963
CIT Follow Up	214
Cell Inspections	12
Comfort K9	13
Directed Patrols	812
Disturbance	142
Disabled Motor Vehicles	278
Erratic Operator	164
Mutual Aid-EMS	187
Follow-Up	107
Gun Shots	22
Hazardous Conditions	135
Harassment	18
Hit and Run	18
Identity Theft	10
Investigation	39
Keep the Peace	28
Larceny/Forgery/Fraud	88
Minor Crash	197
Medicals	870
MVA w/injuries hazmat	108



Officer Rameau at the Bicycle Rodeo at WES with MassBike



Coffee with a Cop Day

## Call Volume Totals

Call Action	Self-Initiated	Dispatched	Total	Percentage %
Animal Control	2	95	97	Less than 1%
Fire Incident	5	1760	1765	10.8%
Police Incident	9325	4705	14030	85.9%
Police and Fire Incident	5	343	348	2.1%
Public Works	4	96	100	Less than 1%
<b>Total</b>	<b>9341</b>	<b>6999</b>	<b>16340</b>	<b>100%</b>

# Police Department

## 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. The bureau works closely with the district and superior courts, to ensure the investigations are completed and prosecuted in a team effort. 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.

In recent years, there has been an increase in crimes of fraud, which includes monetary loss to some residents. The Detective Unit works with the surround communities, police departments, as well as Federal agencies to work on combatting and deterring fraudulent activities. Another area where the Detective Unit has taken specialized training is regarding crimes against children. With this specialized training, the Detective Bureau can investigate more in-depth and work with juveniles to prevent these types of crimes.

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



*RCA Turkey Dinner donations to families in the community*

## Community Policing

It is very important to the Westminster Police Department, that we identify what we need to do to engage our community members. Sir Robert Peel had stated, "the police are the people and the people are the police." With this in mind, it is our goal to offer the citizens of the town, the services that you need and desire. It is our goal to provide our residents the services you expect from your police department. In our plan, we have attempted to identify many services that we are currently striving to make available and other things we hope to accomplish for our citizens. Though we have attempted to identify as many topic as we could, we are always open to the community's suggestions, so we may enrich our relationship with our community

The following is the police department's action plans for the near future:

- Continue our interest in improving the relationship between the police department and the residents of Westminster.
- Increase the police departments outreach to our residents suffering from mental illness, substance abuse and domestic abuse. By offering more referral services to them and their families.
- Enhance the relationship between the police department and the area schools, by providing assistance with the safety and security at our schools. As well as, continuingly to develop and expand our relationships between the students, parents, faculty, staff and our School Resource Officers.
- Improve communication and connections with local businesses, to help them understand what services the police department can provide them and what we can do to help them be successful.
- Continue to develop and enhance the department's relationship with our senior citizens of Westminster. And to look for ways to work with the town's Senior Center Staff to establish an outreach to those seniors who do not participate in the Senior Center's activities

## *Police Department*

Increase the community's awareness of the roles of law enforcement within the community, so the residents have a better understanding of the functions and services the police department provides. Programs such as a Citizens Police Academy shall be considered, as well as regular police department tours with groups and organizations.

Continue to try to actively seek new employees of various backgrounds to develop a broader representation of our community.

Grow the department's relationship with the faith community to enrich our partnerships.

Work to have a better understanding of the cultural and ethnical backgrounds of our residents, as our population grows and changes.

Remain committed to providing personal safety education and training to our residents through our RAD and RADKids programs. While also looking to find ways to reach more people.

Strive to find new ways to engage our citizens through social media and other forms of outreach, such as webpages and new community engagement opportunities.

The Westminster Police Department has always had a reputation of serving our community and believes our action plan provides a roadmap for us to continue our partnership with our residents.

### **Firearm Licensing**

The Westminster Police Department accepts and processes applications for License to Carry (LTC) & Firearm Identification Card (FID). Westminster Police Department will only accept and process License to Carry (LTC) & Firearm Identification Card (FID) applications that are complete.

An appointment will be scheduled following a completed application submission. Please be sure to have submitted your completed forms in order to expedite the appointment process. The application process may take up to eight (8) weeks.

ATTENTION ACTIVE LICENSE HOLDERS: Any restrictions appearing on any license holder's present License to Carry ("LTC")—limiting the license holder to carrying a firearm only for such activities as hunting, target shooting, employment, etc.—are no longer enforceable due to a recent Supreme Court decision. You do NOT need to update your existing license in the interim. When you reapply for an LTC in the future, you will be provided with a new LTC without any restrictions listed. It is the applicant's responsibility to know the type of license they wish to apply for i.e. Class A, B, C, FID, and FID Chemical. All first time LTC/FID applicants - except FID - chemical propellant are required to attend and successfully complete a Firearms Safety Course presented by a certified State of Massachusetts Instructor and participate in an interview with the appointing authority. This can be done either virtually or in person.

The members of the Westminster Police Department are among the most professional, dedicated and compassionate police officers, dispatchers and civilian personnel to be found in public safety. I would like to take this opportunity to publically thank them for their service!

It is an honor to be entrusted the leadership of this department and I look forward to many years of collaborating with our community to make it as safe, strong and supportive as possible for all community members. I am grateful to our community members, town departments and Board of Selectmen for their hard work, dedication and support.

Respectively submitted

Jason Tamulen,  
Acting Police Chief

# Police Department

Nature at it's best on Academy Hill



Oakmont Student Council Trick or Treat on Bacon Street



Officer Rameau at Neighbors Helping Neighbors Benefit Day at Academy Hill

Officer Larry Jupin, 20 years ago on November 29th, lost his life in the line of duty. A ceremonial service was held at the gravesite.



LAWRENCE M. JUPIN  
JULY 27, 1968 NOV. 29, 2002



Yes, we love our donuts !!



## Fire Department

FIRE ♦ EMS/RESCUE ♦ EMERGENCY SERVICES

### Introduction

This year the department picked up where it left off in 2021 with a very busy year. The department responded to 1,906 incidents including nine building fires. There were five 1<sup>st</sup> Alarm, one Working Fire and three 2<sup>nd</sup> Alarm building fires. In addition to emergency incidents the department performed 793 inspections and issued 217 burn permits with 583 activations.

With the continued increase in call volume year after year we have seen the department reach and surpass a critical crossroads for the departments staffing model. The cornerstone of the issue is a steady 5.6% increase in call volume annually over the last five years coupled with significant changes in the availability of staff. The staffing problem is a multifaceted issue that the department has been working hard to keep pace with. A significant decrease in the number of call/volunteer Firefighters coupled with socioeconomic factors have opened up a significant safety problem with the Departments ability to properly staff apparatus. With the changes to society, the ability to recruit and retain call/volunteer members has been an ever-increasing issue over the last twenty years that has led to our current crisis. The department's fulltime members largely live outside the community due to the cost of housing. Throughout the history of the department, the fulltime members were relied upon to return for calls just like the on-call firefighters. With all but two members living at least 15 minutes away from the station, this has created a large gap where these firefighters are not able to reliably staff additional pieces of apparatus. This has created the need for the department to seek immediate assistance from our mutual aid partners on an ever-increasing basis. Just over the last three years we have seen our requests for mutual aid go from 41 in 2020 to 66 in 2021 to a staggering 111 for 2022.



The department has continued to adjust the model for operations based on the community's needs. Service gaps created by the lack of available on-call and off-duty staff have created a need to have additional firefighters working in the station at all times. Through 2022 the department continued to hone the model of a Lieutenant in charge of the on-duty shift. This has been a change over the last few years as traditionally the Lieutenant and Captain ranks were on-call positions. The current model provides an Officer on-duty to make decisions for the shift and community 24/7. These personnel are the backbone of the department providing inspectional services, training and overseeing the daily operations.

Through the beginning of 2022, the department dealt with a sharp increase in Covid-19 cases. With the emergence of new variants this virus escaped prior infection and vaccines and did effect the department through the Spring. At the end of spring a majority of the department had been infected with the new variant and the need to fill shifts subsided. Throughout this time frame there were no significant medical complications to any of the departments members.

### On-duty Staffing

The Westminster Fire Department currently has thirteen fulltime personnel.

## Fire Department

The Fire Chief, Deputy Chief and Administrator/EMT-B work a weekday administrative schedule. While the additional ten members consisting of four Lieutenants and six Firefighters, work rotating shifts to cover the town with two/three Firefighters 24 hours a day, 7 days a week. The department supplements our full-time staff with a part-time Firefighter 24 hours a day, 7 days a week.

Throughout the year the departments full-time staff remained stable and included the training and promotion of existing personnel as well as increased hours for part-time staff. For Fiscal Year 2022 the fire department was approved to hire two firefighters with an additional two should the department be successful obtaining the SAFER Grant. The department was successful in the obtaining the SAFER Grant and has been working with FEMA to proceed with the hiring of the two additional fulltime Firefighters. This will take place in calendar year 2023.

In July, the department conducted a hiring process to hire two additional firefighters and fill one vacancy left by the departure of a fulltime member. Colton Mauch, Zachary Racicot and Jeremy Salo were hired as the department's newest fulltime members. Colton and Zachary already worked for the department in a part time capacity. Both of these firefighters will graduate the Massachusetts Fire-fighting Academy in calendar year 2023. Jeremy comes to the department from the Gardner Fire Department and has already completed the Fire Academy. Colton comes to us already a certified Paramedic while Zachary and Jeremy will begin Paramedic school in the spring of 2023.



Moving to the future the Fire department looks to our historical trends for guidance. Last year the department saw an over a six percent increase in emergency calls. This, coupled with the fire prevention work and firefighter safety concerns; staffing will need to continue to increase in order to continue to provide the required level of service to the community.

### **On-Call Staffing**

First and foremost, the on-call and volunteer staff of the department are a group of highly trained men and women who proudly serve their community. The biggest challenge is that the department is not able to recruit enough of these citizens willing to dedicate the time and effort to become an on-call firefighter. Throughout the history of the department, the on-call volunteers were the backbone of the department. They provided fire suppression and emergency medical services when needed.



The on-call department has entered a critical phase where its personnel level have reached a record low while the department is experiencing the highest level of emergencies in its history. Chief MacAloney first identified this emerging issue in 1999. This issue has been well studied by Chief MacAloney, Chief Nivala and Chief Butterfield. This shortage developed beginning with an increase of on-call staff working out of town opening critical service gaps between the hours of 6:00AM through 6:00PM. To today's issue of not being able to find enough citizens to dedicate themselves to be on-call firefighters at any hour of the day.

## *Fire Department*

Year	Calls for Service	On-Call Firefighters	Part-Time Firefighters	Full-Time Firefighters
2000	791	34	0	3
2010	1,162	21	7	7
2021	1,783	7	16	10
2022	1,903	6	18	12

For 2022 our recruiting efforts had six citizens who wanted to serve the community. Due to the high level of recruits and time constraints with the recruit's fulltime employment the department sponsored a Regional Firefighter I/II Training Program. As time got closer two of the recruits backed out of the training and resigned from the department and one recruit was not able to attend due to employment constraints later resigning from the department. This is a common theme with the citizens who show interest in joining the department; they are not able to dedicate the time needed to undergo the training required to be a firefighter. This is a persistent problem that has led to the current crisis.

In previous years these recruits were sent to the Massachusetts Firefighting Academy in Stow for the Call/Volunteer training program. This program is a four-month program provided two nights each week and one day every weekend to facilitate the training of on-call Firefighters who are not employed by the community full-time and need to complete the training around an outside employment schedule. The department identified this as an area that we could improve by offering the training locally to cut down on the commute to and from Stow. This program was delivered through 2022 with our regional partners to offer a training program in Westminster. This program was very successful much in part to the hard work of a number of our staff. Deputy Chief Bean oversees the Departments training and assisted Program Coordinator Lieutenant Bennett Chadbourne in managing this course. Lieutenant Chadbourne was assisted by Private Michael Lemoine who arranged the day to day logistics of equipment and apparatus needed for the training. A number of our staff as well as Officers and Firefighters from our surrounding communities taught the various components and trained the twenty recruits in the program from nine departments in our region including our three newest on-call Firefighters during the fall of 2022.



The age of our current on-call firefighters is also a looming problem. We are facing three on-call firefighters who will age out of being able to serve as firefighters within the next five to ten years. The State of Massachusetts requires all line fire service personnel to retire at the age of 65. Once these members age out of being able to serve they have the option to retire or continue to serve the community in a volunteer basis through Emergency Management.

Due to the increasing lack of on-call Firefighters the department has relied more and more heavily on part time firefighters to help fill the gap. These firefighters have been trained and work in other communities. They are paid a rate to work a specific shift. However, the gross majority do not live within the community and are not available to come back to incidents as on-call firefighters. Moving into 2023 the department will continue to evaluate the needs and make staffing adjustments recommendations as necessary.

## *Fire Department*

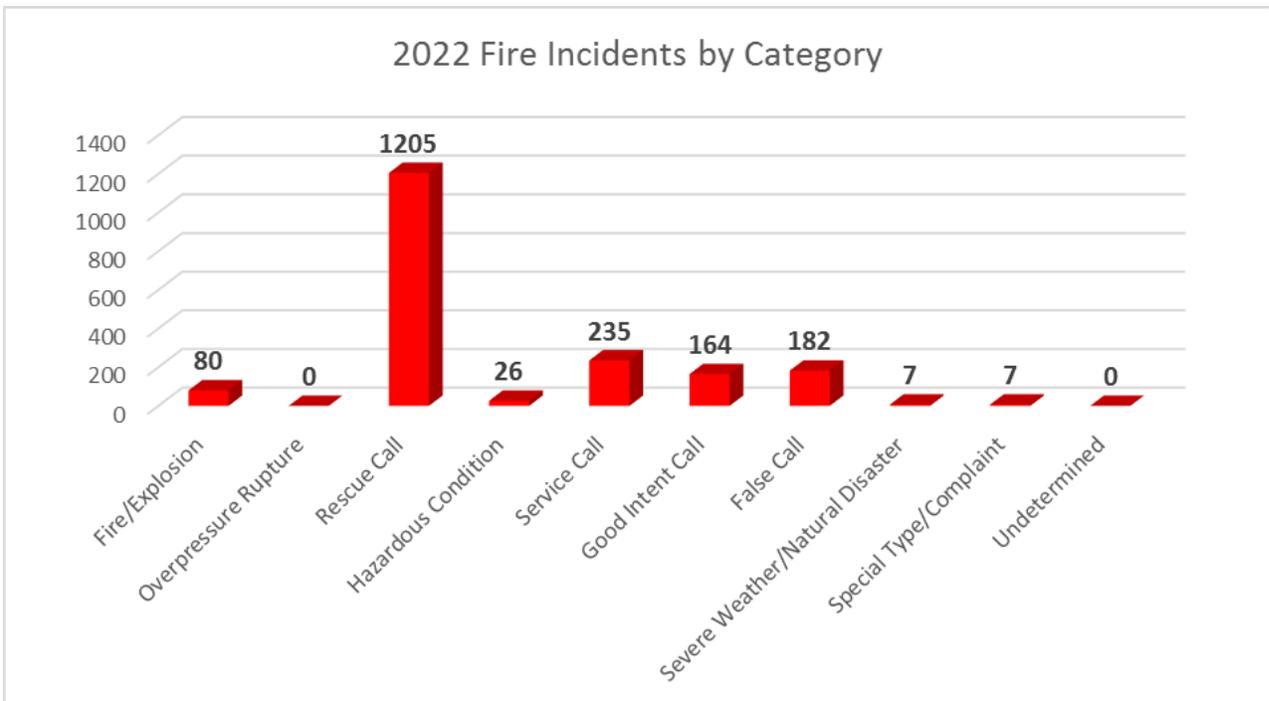
### Call Volume

2022 was yet another year the department faced record breaking call volume. The department ended the year with 1,906 emergency incidents. This was a 6.9% increase over 2021 and a 28.80% increase over the last five years. This extrapolates to 5.22 calls per day.

Type	Total	Percentage
Fire/Explosion	80	4.20%
Overpressure Rupture	0	0.00%
Rescue Call	1205	63.20%
Hazardous Condition	26	1.40%
Service Call	235	12.30%
Good Intent Call	164	8.60%
False Call	182	9.05%
Severe Weather/Natural Disaster	7	0.40%
Special Type/Complaint	7	0.40%
Undetermined	0	0.00%
<b>Total</b>	<b>1,906</b>	<b>100.00%</b>

This was first time that the department saw an average of over five incidents per day.

In 2022 the department saw almost a 50% increase in fires compared to 2021. The department responded to a total of nine building fires which included five 1<sup>st</sup> Alarm, one Working Fire and three 2<sup>nd</sup> Alarm building fires in Westminster. A first alarm fire is a fire that is able to be handled with Westminster Apparatus only. A Working Fire consists of all Westminster Apparatus with four mutual aid Engine Companies, one mutual Ladder Company and one mutual aid Ambulance. A Second Alarm brings an additional Four Tankers and two Engine Companies over a Working Fire Assignment. Firefighting is a labor-intensive operation and the decrease in on-call staff has necessitated the need for additional mutual aid. The Ambulance assigned to the Working Fire was added and provides EMS on scene for citizens and firefighters. This change was made in reaction to the long wait times experienced on scene. More often than not the ambulance at least evaluates one patient per fire. The department would like to thank Woods Ambulance of Gardner for their support in providing this valuable asset. If available they provide a standby ambulance on scene for fires.



# Fire Department

## Emergency Medical Services

This year has been a year of fortification of systems within our EMS service which is overseen by Chief Butterfield and EMS Coordinator Private Jason Cox. Key changes and advancements were implemented that have allowed us to streamline many of our older systems and processes. We have revamped the way that controlled narcotics are stored and replenished. We have streamlined our medication tracking systems and the way that many of our medications are maintained at par for the demands of our system. In addition to medication logistics, we have increased our training capabilities on a departmental level. This year, we have implemented the ability to train and certify our providers in the discipline of Advanced Cardiac Life Support. We certified all our providers in house this year. In prior years, this was a service that we had to outsource in order for our Paramedics to remain certified. In addition to our in-house training, this year, we were able to partner with the Police, Town Hall, and DPW to provide training and resources to increase first aid awareness. All of the DPW personnel were certified in CPR, AED usage, and Basic First Aid. We were able to equip the supervisor's vehicles for the DPW with advanced first aid kits pertinent to the potential life-threatening situations that the DPW workers could be exposed to. We certified the Parks and Recreation Counselors and the Oakmont Coaching staff in CPR as well. This was in part because of the newly purchased CPR equipment that was purchased on the recent Article passed at town meeting. As we move forward, we are working to continue to implement programs like these to improve community awareness as well as making our town safer.



This is our second year working under Medical Control of UMass and Dr. Laurel O'Connor. As Dr. O'Connor welcomed her second child into the world this year, we were placed under the Medical Direction of

Dr. Matthew Loconte. Dr. Loconte is a specialist in Tactical Medicine and Operations. This has opened an opportunity for our personnel to implement and train for High Acuity situations such as ASHER (Active Shooter Hostile Event Response) Moving forward this increases the capabilities of our personnel and their awareness of such incidents.



We replaced our CPR machines this year. Because of strong maintenance, we were able to trade our 10 year old machines in and receive enough credit to add an additional machine to one of our Engines. This will allow us the opportunity to provide a needed piece of equipment

as a resource to our providers on second and third medicals. We continue to see an increase in multiple EMS calls, many of which are simultaneous.

This year we will start the process of designing the replacement for A1. Due to the successful design of A2, it is probable that this design will be emulated for the replacement for A1.

## *Fire Department*

Looking into 2023, the department will continue the trend of remote learning by adding more virtual classes, and special training opportunities through local facilities. The department strives to provide the highest level of care to the community by staying abreast of new techniques and equipment while providing our staff with the best training and equipment available to meet the needs of the community.

### AMBULANCE CALLS BY LEVEL OF CARE

Hospital	Occurrence	Percentage
At Scene Other	8	0.71%
No Treatment Required	9	0.09%
Patient Refused Care	294	26.25%
Treated and Released or Refused Transport	0	0.00%
Treated, Transferred Care	16	1.43%
Treated, Transported by EMS (ALS)	290	25.89%
Treated, Transported by EMS (BLS)	503	44.91%
Treated, Transported by Private Vehicle	0	0.00%
Unknown	0	0.00%
<b>Total</b>	<b>1,120</b>	<b>100%</b>



### AMBULANCE CALL BY DESTINATION

Destination	Occurrence	Percentage
Health Alliance - Leominster	395	35.27%
Heywood Hospital	322	28.75%
Other, In-State	7	0.63%
St. Vincent's	10	0.89%
UMASS Memorial	1	0.09%
UMASS University	68	6.07%
No Destination	317	28.30%
<b>Total</b>	<b>1,120</b>	<b>100%</b>

## *Fire Department*

### Simultaneous Incidents

Through 2022 the department faced consistent simultaneous calls ending the year with a total of 300 incidents. Simultaneous incidents are when more than one incident occurs during the same time period. The department started to track these in 2018 where they became an emerging service gap. Since then year after year the department sees increases in these incidents.

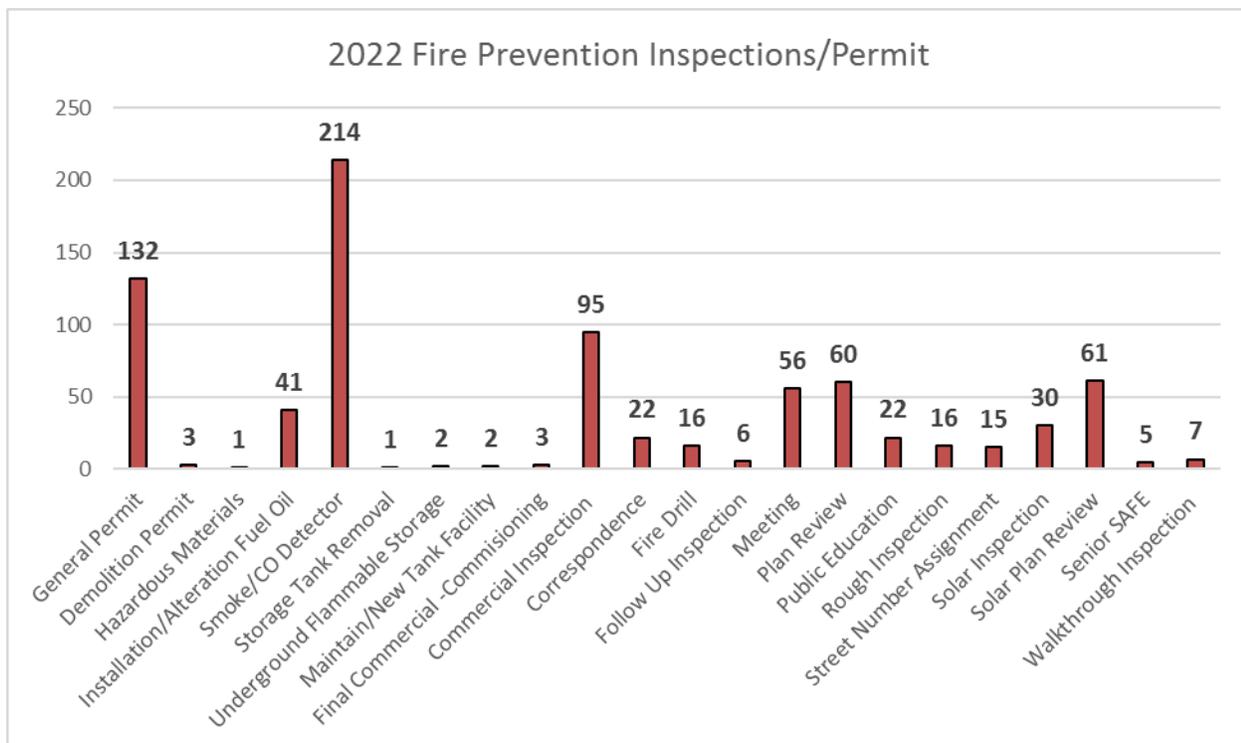
Through 2022, the department relied on mutual aid to transport 82 patients from simultaneous calls. The current model of staffing the department can typically respond to a basic incident. With the addition of a third firefighter per shift, on medical based calls that leaves one member to respond to second incidents to act as a first responder or provide an initial report. With the ever increasing workload the lack of on-call firefighters continues to be a major factor that hinders the department's response to second or complex incidents.

2018	2019	2020	2021	2022
132	170	182	233	300

Out of the 300 simultaneous incidents 202 (67%) occurred during the hours of 8:00AM through 6:00PM. These are the hours that traditionally the on-call staff is at their primary employment. 98 (33%) of these incidents occurred from 6:00PM through 8:00AM. EMS calls accounted for 213 (71%) of these incidents. The department was able to staff a transporting ambulance for 84 of these calls and utilized mutual aid ambulances for 82 transports.

The ability to handle more than one incident at a time has become a critical issue for the department. The citizens expect timely service when they call 911. The vast majority of these incidents occur during the day-time hours. With that, there will be additional personnel requests for the upcoming budgets to address this service gap.

### Fire Prevention



## *Fire Department*

Throughout 2022 the department completed 793 fire prevention inspections and registered 593 open air fire permits. The housing market has seen a slowing which contributed to a decrease in the sale, transfer and construction of new dwellings. Even though the residential inspections were down the department still has core inspectional requirements every year to complete. This included all business's in the community as well as joint inspections with the Building Department. Solar technology has continued to grow and the department has seen an increase in residential battery storage systems. These systems require a permit issued from the fire department. As part of this permit the department follows guidance provided from the Fire Marshal and State Building Officials which requires the storage to be separated from living space when over 10,000 kilowatts. These systems are generally safe and effective however should they fail the present a significant hazard for the residents and challenges for firefighters. Moving into the future it is expected that these systems will become increasingly common throughout the community.

The department continued work on the larger fire prevention activities to include commissioning a large battery storage system at the solar field on Bean Porridge Hill Road and many large plan reviews. The largest plan review's took place for the sites known as Lot I-7 and Lot I-8 in the industrial park at Theodore Drive. These sites once constructed will have large buildings that will require a significant amount of inspectional oversight.

With the ever increasing demands within the department Chief Butterfield stepped down from his position as a Board of Director for the Massachusetts Fire Prevention Association. This position is an elected position and Chief Butterfield spent two terms as part of this organization.

### **Fire Investigation**

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

Lieutenant Bennett Chadbourne continues to be the departments lead investigator and throughout 2022 investigated 9 building fires and numerous vehicle and brush fires. Lt Chadbourne regularly attended the International Association of Arson Investigators meetings and trainings to stay up to date on the most current topics and changes. He has shown a high degree of competency and has been asked to assist numerous mutual aid partners with the investigation of their fires.

### **Public Education**

Lt. Zack Algarin continued his work as the SAFE Coordinator bringing back many of the in-person training sessions for 2022. This included programs tailored to the schools, community organizations and the senior population. Through his work at the schools, Westminster Elementary School Student Noah Bond received a Young Hero's Award from the State Fire Marshall. Noah utilized the skills taught to him through the SAFE Program to summons an ambulance for a family member experiencing a medical emergency. This is a tangible example of the positive outcomes from our public education efforts. Lt. Algarin also began to deliver quarterly trainings at the Senior Center which focused on seasonal topics. Lieutenant Algarin, Senior Center Director Sue Fisher and Private Josh Emerson were able to attend The Public and Life Safety Educators. This was a two day conference held in Southbridge Massachusetts which allows for SAFE Educator training as well as the sharing of programs.



## *Fire Department*

At the conference this year Lt. Algarin and Acting Police Chief Jason Tamulen were asked to deliver a class on their delivery of the National Night Out program. This training provided the groundwork for communities to building their own National Night Out.

As 2022 ended Lt. Zack Algarin left his position in Westminster for a position in another department. 2023 will see a new SAFE Coordinator and we look forward to continuing the success Zack built.

### **Specialty Community Services**

#### **National Night Out**

With last year's success, National Night Out was bigger and better for 2022. Again, it was hosted at Oakmont Regional High School and included an ever growing number of community partners. This year a movie night was added to provide a safe community building evening. The department looks forward to building on the success of previous years moving into 2023.

#### **Halloween Bonfire**

With this being the second year back from the pandemic the Bonfire proceeded as scheduled. 2022 was one of the highest attended in the events history. The Forbush Memorial Library assisted the department in the serving of apple cider and the SAFE Program provided educational materials for the residents.

#### **Event Planning**

The department continues to be part of community event planning. Due to the ongoing pandemic a majority of the annual events were cancelled. The department looks forward to working with our community partners ensuring a safe environment for all those in attendance.



#### **Mid-State Mutual Aid**

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

#### **Department Training**

Deputy Chief Bean manages the Departments training. With the addition of new staffing over the past few years at all levels of the Department the need for training has never been more important. It is tackled at many levels to provide the needed skills to our members so that they can properly apply them to the ever increasing volume and complexity of calls to which we respond.

Throughout the year members are provided training on topics that are mandated by various governing agencies like OSHA and OEMS. These courses include an annual refresher on our breathing apparatus, ladders, hazardous materials response and traffic safety. As well as EMS topics like blood borne pathogens, cot safety, CPR and blood glucose monitoring. In addition to the mandated classes, training is provided on a myriad of topics to assure that our members are prepared to respond and perform at a high level. During 2022 some of the topics that the Department trained on were Technical Rescue, Rapid Intervention, Wildland Firefighting, Auto Extrication and Water Rescue. The EMS division also provided training on Advanced Cardiac Life Support, Emergency Vehicle Operations and Pediatric Emergencies.

Aside from the Departments monthly training the on duty shifts drill daily during the course of their duties. These shift drills take a more focused approach on a specific operation or piece of equipment to fine tune the Firefighters skill sets. An array of topics are provided to the groups each month, tailored to the time of year or small improvements that need to be made.

## *Fire Department*

In May the Department was afforded a rare opportunity to conduct a Live Burn at a building slated for demolition on Worcester Rd. The house was donated to the Department for this use by local builder Josh Olson. After gaining approval from the DEP to conduct the training, a plan was built and some of our mutual aid partners were invited to participate. On the day of, multiple crews from Westminster as well as a crew from Ashburnham, Winchendon and Princeton conducted multiple fire attack, search and ventilation scenarios. For each evolution the building was lit on fire in a very controlled and coordinated way and crews were deployed to achieve their assigned objectives. The training was an overwhelming success and all members present received a level of training that is as close to the real thing as is safely achievable.



Starting in July of 2022 the department organized a regional rookie school for new members. Lieutenant Bennett Chadbourne was the program coordinator for this year's class and with the help of Private Michael Lemoine who arranged for the programs logistical needs, managed the successful graduation of 20 recruit Firefighters from the area. Many members of our Department as well as from neighboring departments assisted in teaching at one or more of the 36 training days that constituted the program. In September the class traveled to Springfield to participate in a live fire training day at the Mass Fire Academy's facility which was very successful.



Over the last few years Chief Butterfield and Deputy Chief Bean have been focusing on improving the way that our Department organizes and tracks resources at incidents. Considerable progress has been made, with a plan being built, classes being taught to our staff and meetings with the command staff of our mutual aid partners explaining what we need from them when they come to Westminster. The next step was to further solidify our plan with further training. A company was located in South Carolina that provides this training, both the Chief and Deputy had attended a number of their courses while building our own plan. A monumental effort by Chief Butterfield was made to locate funding to hire this company to come provide their program to our area and he was successful in achieving this thru the regional Homeland Security Council. In early November Battalion Chief Nick Martin and his fellow instructors from Combat Ready Fire Training traveled up to Westminster to provide three days of incident command training to 41 Fire Officers in northern Worcester County. This program was very positively received by those who attended including the six members from Westminster.

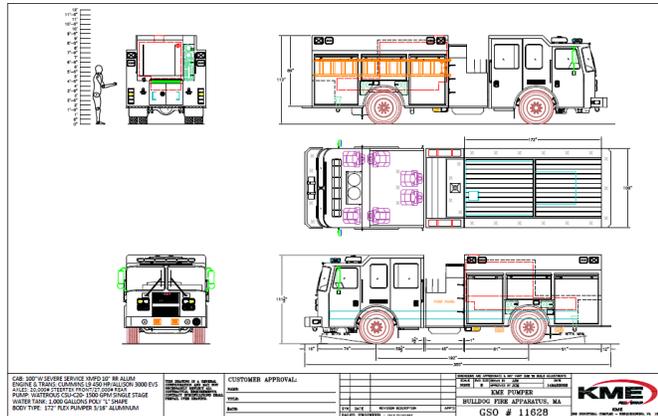
The Department is an active participant in the Fire District 8 Training Officers Working Group. This organization is comprised of the training officers of twenty five Departments in Fire District 8 that meet throughout the year to discuss and share training topics and resources.

Moving into 2023 the Department will continue to evaluate and adjust the training programs that it delivers to prepare our members to meet the needs of the community .

## **Apparatus**

With the establishment of a Preventative Maintenance Division within the Department we have been able to combat common use issues, and provide a more thorough inspection of apparatus and equipment. Lieutenant Todd Alden is in charge of this Division and has made great strides since its inception. Small engine maintenance which has typically been outsourced has been able to be kept in house. Lubrication of frame components and small non-mechanical issues have also been able to be completed by our Maintenance Division which has assisted in taking some work load off of the Department of Public Works mechanics. Working in New England our apparatus are affected greatly by corrosion which has shortened the life span of our equipment drastically. In conjunction with the Department of Public Works, a preventative plan has been implemented to establish routine washing and inspection of the undercarriages followed by seasonal undercoating. The execution of this plan has shown to slow corrosion of our current apparatus and will likely help to prevent costs of larger issues moving forward.

**Engine 1** - (2019 Class A Pumper) KME. The vehicle has a 1,500gpm pump with 1,250 gallons of water and is equipped with Class A foam for ordinary fires, this Engine is the primary attack truck for structure fires. This vehicle is three years old and is in excellent shape. It serves as the main attack engine and sees the lion share of response.



**Engine 2** – (2001 Class A Pumper) KME. This vehicle has a 1,500gpm pump with 2,500 gallons of water. This vehicle is also equipped with a Class A foam for ordinary fires. This vehicle is a dual role vehicle able to perform as an attack pumper or a tanker for incidents in the areas of town with no hydrants. This vehicle was refurbished in 2016 and is in moderate shape. The vehicle is showing its age however as an increasing number of significant components begin to fail. The replacement of this vehicle has been secured and is not expected to arrive until FY2025 when this vehicle has been programmed for the capital plan. By securing the replacement the town has secured a price that will not be subject to inflationary increases.

**Engine 3** – (2013 Class A Pumper/Rescue) KME. This vehicle has a 1,500gpm pump with 1,000 gallons of water. The vehicle is equipped with Class A and B foams allowing the vehicle to increase its fire suppression capability as well as fight flammable liquid fires. This vehicle serves as the department's heavy rescue carrying the specialty rescue items such as the Jaws of Life, structural cribbing, water/ice rescue and many other items. This vehicle is in good shape but, has started to experience corrosion and component failure. Due to the compact nature of the vehicle, parts are significantly more expensive to replace. Over the coming years it is expected that the cost to maintain this vehicle will rise significantly.

**Tower 1** – (2005 Ladder Truck) KME. The vehicle is a 95-foot aerial ladder with a bucket. This vehicle is equipped with a 2,000gpm pump and a 300-gallon water tank. This vehicle is starting to show its age and has experienced a couple major break downs to include the motors turbo and corrosion damage to the sub-frame that holds that supports for the ladder. These items were repaired as part of the refurbishment. This vehicle is reaching its end of life and it is expected that it will require substantial repairs annually until its replacement arrives. The remainder of the refurbishment will include corrosion control and part replacement on wear and tear items.

**Engine 5**- (2008 Mini-Pumper) CET. Engine 5 is the departments brush truck. It has 4-wheel drive, 500gpm pump and 300 gallons of water. The vehicle is also equipped with Class A foam to increase its effectiveness on ordinary fires. This vehicle is reaching end of life, substantial corrosion was found on its sub-frame and was replaced. The Compressed Air Foam System (CAFS) was disconnected from the vehicle due to high repair costs. To replace this system would require a major service and removal of parts of the

body. The cost benefit was evaluated and the benefits of the CAFS did not necessitate its repair. This vehicle is scheduled for replacement in the coming year and should meet its life expectancy.

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

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

**Car 3** - is a 2013 Chevrolet 3500 equipped with a plow and is used for daily inspections and as the department's primary tow vehicle. This vehicle mechanically is in fair shape however the bed of the vehicle is showing extensive corrosion. Its replacement has been purchased and should be in service in early 2023.

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

**Ambulance 1** – This is a 2016 Chevrolet Chassis with a Braun ambulance body. This ambulance responds to medical emergencies and transports patients to the hospital. This ambulance is in fair condition. It is showing signs of corrosion but should meet its scheduled life expectancy. The one factor that will extend this vehicle beyond its expected life span is the long lead times that are being encountered. A new vehicle will take 18-24 months to receive which will require more maintenance than expected. This truck is slated for replacement this upcoming year.

**Ambulance 2** – This is a 2020 Ford F-550 with a Braun ambulance body. This ambulance responds to medical emergencies and transports patients to the hospital. This vehicle is in excellent condition.

### **Station**

In 2019, the Select Board re-formed the Public Safety Building Committee to perform a site selection process for a new public safety building. This committee completed a site selection analysis which was posted on the Town's webpage. The selected site was the Hager Park Road site. Once this site was selected the process began to transfer the land to the Town from Hager Park. This required a unanimous vote of the Hager Park Commission to proceed. There was not unanimity in the Hager Park Commission rendering this site unusable. This put the committee back to the beginning steps of its charge from the Select Board and is currently evaluating sites.

The current committee has experienced significant difficulty identifying a new site for the public safety building. As the committee moves forward a new site will have to be located outside the center of town to find a suitable site to build on.

All of the committee's documents can be found on the Town Website under the Public Safety Building Committee.

### **Future**

The Westminster Fire Department is an all hazards response, prevention and education agency. Without a doubt the men and women who serve on the fire department provide the citizens with the highest level of service. The department's performance over 2022 have shown their dedication to the fire service and community. The Department strives to provide the highest level of service to the community as possible and our members embody this. As the Department continues experiencing rising call volumes as the community grows, the Department will need to grow to meet the needs of the community. I look forward to working with the town to facilitate these needs.

Please contact the office if you have any questions.



Fire Chief Kyle S. Butterfield  
Westminster Fire Department

7 South St. Westminster, MA 01473 . (978)-874-2313 x200 . [kbutterfield@westminster-ma.gov](mailto:kbutterfield@westminster-ma.gov)

# Emergency Management

## Introduction

2022, was a year of restructuring the Emergency Management Department to meet the needs of the community. The largest role played in this was changing lines of delegation to the Deputy Emergency Manager and providing more authority. With that Deputy Emergency Manager Blausler completed the requisite trainings to be fully recognized by the State as a Professional Emergency Manager.

The department reviewed response to the Covid-19 Pandemic and activations for emergencies throughout 2020 and 2021. The lessons learned during these events focused the need for changes to operations moving forward. The two main lessons learned were the need for improved recruitment and leveraging of volunteers; and the need to create better redundancy at the administrative level of Emergency Management. In order to operate during emergencies the need to leverage volunteers is necessary. This includes volunteers to assist with shelter operations, distribution sites and other large operations. Each situation is unique and as the department has built relationships, it will be able to utilize these relationships during times of emergencies.



Gatehouse Road Flooding

The need for redundancy became apparent during the pandemic. Whether the need was due to illness or scope of emergencies requiring attention in other areas. As part of building the redundancy, the training requirements were identified. Throughout 2022 both Chief Butterfield and Deputy EM Blausler regularly attended training hosted by the Massachusetts Emergency Management Agency. These included Massachusetts Emergency Manager Orientation Program, Emergency Management Operations Center, Shelter Operations and other high level training.

In 2022 the Massachusetts Emergency Management Agency created the Massachusetts Professional Emergency Manager program. This program identifies training and experience levels for individuals to recognize as a Professional Emergency Manager. When the program goes live, both Chief Butterfield and Deputy EM Blausler meet the basic requirements and will apply to the program.



## Covid-19 Test Site Distribution

In conjunction with Gardner and Athol the department assisted in a regional Covid-19 test handout day. The Polish American Citizen's Club in Gardner was selected as the site. With the increase in cases, the Town worked with our regional partners to conduct a mass test handout day. Throughout the day the site distributed 2,748 Covid tests to residents of Westminster. The members of the emergency management department supported operations throughout the day.

## Preparation

With the self-evaluation of the Emergency Management Department, preparation and notification became priorities of the department. In the springtime, the departments Emergency Management Facebook Page was created to focus on preparedness messages and pertinent information. Lastly, as part of the monthly emergency management meetings, a training component was established to train all members.

The departments Facebook page was created in the springtime to start messaging emergency preparedness and pertinent situational awareness messages. The department took advantage of the power of social media and began to message preparedness messages based on the pertinent threats at the time. Through the summer, messaging centered around heat and weather related messages. In the fall/winter timeframe messaging surrounded winter weather, power outage and other safety messages. The department encourages all citizens to follow the departments Facebook page Westminister, MA Emergency Management.

As part of the emergency management meetings a training component was created. The goal of the trainings is to train all members of the department to be able to independently operate and make decisions in the event that the Chief or Deputy EM is not readily available. Through 2022 the trainings focused on the creation of Incident Action Plans, training on opening the Town's shelter and training on Code Red. Moving into 2023 the department will continue to train the members on topics pertinent to the department.

## Comprehensive Emergency Plan

Throughout the year the department remained vigilant activating parts of the CEMP Plan for both planned and weather related events. In August the Emergency Management Team took part in a large scale table top exercise. This event had stakeholders from all aspects of public safety, the utility companies and MEMA personnel.



Route 140 Flooding

At the table top exercise the plan was vetted at a table top of a powerful hurricane effecting the hour. This exercise allowed members to utilize the plan and determine strengths and weaknesses. Once the exercise was completed these were taken back to review the plan and make the necessary changes to the plan.

## Personnel

Through 2022, the department continued the rebuilding process. The Deputy EM position was solidified with Jay Blauser. The department obtained two members who transitioned from the Fire Department and took on a role on the emergency management department. The department still continues to recruit from other departments, volunteer organizations and citizens who are interested in serving their community. Volunteerism shortages continues to be a problem nationally. Through the next year the department will continue to seek additional volunteers

## Preparedness

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

## Activities

In 2022, the following are examples of activities that Emergency Management partook in.

- Monthly Emergency Management Meetings open to all members.
- Maintenance and Training Statewide Mutual Aid Agreement
- Attend quarterly Emergency Management Meetings held by MEMA.
- Participate in planning meetings with local Utility Companies, Unitol and National Grid being the primaries.
- Work with private citizens on Dam Safety and emergency plans
- Participate in MEMA Comprehensive Emergency Plan – Tabletop Exercise.
- Work in support of other town departments to provide Code Red notifications on multiple occasions.
- Maintain Code Red and provide community alerts as needed.
- Work with MEMA, FEMA and other outside agencies
- Opening of the Senior Center as a cooling shelter.
- Attend Town Events (Neighbors Helping Neighbors, National Night Out

## Equipment

Emergency Management maintains equipment related to its function. There are six radiation detection devices dating back to the Civil Defense time. The shelter is outfitted with cots and associated sleeping materials. Through 2022, it was identified that there was a need for personal hygiene supplies for shelter goers, a means to transport equipment and utensils for the shelter. These items were identified and incorporated into the FY2024 budget submission.

One critical gap that was recognized was the interoperability of the department's radio capabilities. Through the Emergency Management Preparedness Grant, a radio was upgraded to the able to monitor and communicate with agencies on the 800 MHz radio frequencies. The State agencies all operate in this spectrum and provides enhanced communications for the department.



South Ashburnham Dam

## Code Red

Code Red remains the towns mass notification platform. Residents are able to sign up through our website to receive alerts and manage how they are notified. In addition, a smartphone app is available for download.

## Future

Moving into 2023, the Westminster Emergency Management Department will continue to recruit volunteers to join the department. The department will continue to build on a foundation of training its members and serving the community.

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

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

Fire Chief Kyle S. Butterfield  
Emergency Management Director  
Westminster Fire Department

7 South St. Westminster, MA 01473 ▪ (978)-874-2313 x200 ▪ [kbutterfield@westminster-ma.gov](mailto:kbutterfield@westminster-ma.gov)



Leino Park Bridge Replacement

# *Animal Control*

Westminster Animal Control is contracted through the City of Gardner. Animal Control provides quality enforcement pertaining to public safety, animal control and animal welfare. Our Animal Control Officers (ACOs) are highly trained, experienced, certified professionals. The animal control office falls under the control of our police department.

ACO duties and responsibilities include, but are not limited to:

- Ensuring all dogs are licensed annually and have received their proper vaccinations
- Investigations
- License enforcement
- Issuance of civil citations and criminal complaints
- Investigates animal abuse
- Enforce restraining law
- Regulate barking, vicious and/or dangerous dogs
- Quarantine of animals
- Dead animal removal
- Provide testimony as required at court or other hearings



## Animal Control Call Log for 2022



Running At Large	49
Wellness Check	13
Hit by Car	6
Wildlife	10
Quarantines	23
Vet Runs	11
Complaints	11
Misc.	39
Vet Runs	1
Barn Inspections	22
Kennel Inspections	10
Call Total	195
Citations Issued	157

### Licensing of Dogs

The owner or keeper of any dog shall license such animal in accordance with the provisions of MGL c. 140, §§ 137 through 139, inclusive, except that fees for such licenses shall be as follows:

- Male/female: \$15.
- Neutered/spayed: \$10.
- Kennels, four dogs or less: \$40.
- Kennels, 10 dogs or less: \$50.
- Kennels, 11 dogs or more: \$75.
- Transfer of license: \$2.

Licenses are available to be purchased any time after January 1 and must be purchased prior to March 31 at the Westminster Town Clerk's Office. All owners or keepers of dogs kept in the Town of Westminster who by the 15th of April of each year have not licensed any dog or dogs who have attained the age of three months shall be required to pay an additional fee of \$15..

## *Animal Control*

Dogs that are four (4) months or older must be inoculated against rabies by a licensed veterinarian. No tag will be issued unless there is proof that a licensed veterinarian has vaccinated the dog against rabies.

### **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 ACO is unable by law to take action unless proof is if a violation occurred. 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 care of the animal is the owner's responsibility. To report emergencies after hours please call the Westminster Police Department at 978-874-2933.

### **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. 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.

# Animal Control

## **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.

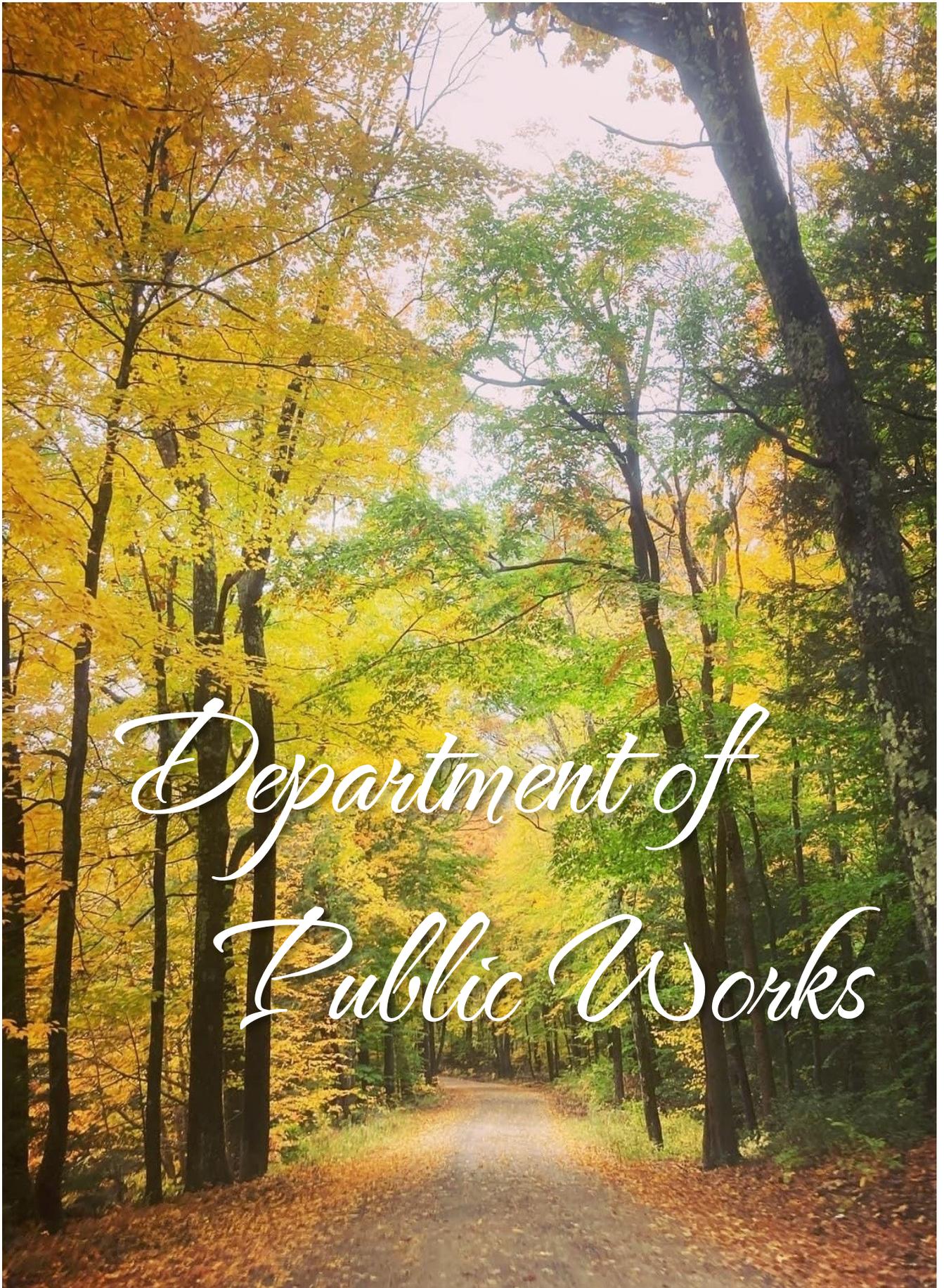
For more information about spaying and neutering pets you can visit the Human Society of the U.S. at: <http://www.hsus.org>.

I would like to publicly commend The City of Gardner Animal Control and our ACOs for their devotion and professionalism.

Respectfully submitted,  
Jason Tamulen,  
Acting Chief of Police







*Department of  
Public Works*

# Department of Public Works

## HIGHWAY DEPARTMENT

The total snowfall for the 2021/2022 winter season was 46.3 inches. There were 27 storms, 8 of which were plowable events and the remaining 19 were treated by the use of rock salt or a combination of rock salt and brine. The heaviest snow fell on January 28<sup>th</sup> and February 25<sup>th</sup> with each storm producing 8 ½ inches of snow. The use of brine before a storm is an effective tool in our winter maintenance program. This year approximately 66,729 gallons of brine was applied to town roads. In our diligence of providing safe roads and being environmentally friendly, we continue to expand our liquid program with more “Proactive/Anti-icing” techniques as opposed to “Reactive/De-icing” situations.

Town and State Funds were used to accomplish the following:

- 7.98 miles of road paved
- 2.03 miles of road surface treatment (Rubber Chip Seal)
- 11.85 miles of pavement crack sealing

Bolton Road (shim paved and wearing course of 20% Rubber Chip Seal)

Church Street (Cold In-Place Recycling and paved 1 ½-inch top)

Knower Road (Minott Road to Hubbardston paved 1 ½-inch top)

Leominster Road (mill and paved 1 ½-inch top)

Lovell Street (cold in-place recycling and paved 1 ½-inch top)

Mile Hill Road (shim paved and wearing course of 20% Rubber Chip Seal)

Newcomb Road (paved 1 ½-inch top)

Newton Road (mill and paved 1 ½-inch top)

Oakmont Avenue (South Ashburnham Road to railroad bridge mill and paved 1 ½-inch top)

South Ashburnham Road (Ashburnham to Bean Porridge Hill Rd mill and paved 1 ½-inch top)

Worcester Road (Leominster Road to Hager Park Road mill and paved 1 ½-inch top)



*Spraying brine before a storm on South Street*

A process called Cold In-Place Recycling (CIR) was used on Church and Lovell Streets. The process removes and reuses the existing pavement to produce a base layer to be surfaced with a hot mix asphalt wearing course. This method reduces construction costs, traffic disruption and is a greener alternative to conventional maintenance and rehabilitation techniques.



*Cold In-Place Recycling and Paving on Lovell Street*



# Department of Public Works

## Street Sweeping

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

## Brush Cutting

Brush was cut on the majority of Town Roads.



## Other Items/Work

Old Town Farm Road twin culvert built in 1979 was replaced this year. The project involved replacing two 36-inch pipes with a 4'x6' precast concrete box culvert.

Old Town Farm Road Culvert Replacement

Reconstruction of the bridge on Narrows Road over Wyman Pond Outlet was completed this year through the State Municipal Small Bridge Program. The program provides funds for eligible bridges that are on a local public way and span between 10 and 20 feet. In addition to the bridge work, geometric improvements were also completed as part of the project at the intersection of Narrows and East Roads.



Narrows Road Bridge reconstruction

The rehabilitation of the 48-inch corrugated metal pipe culvert on Whitney Street was completed this year by the trenchless method of slip lining. A 42-inch high density polyethylene pipe was inserted into the 48-inch pipe. Slip lining provides an efficient and cost effective approach versus excavating and replacing the existing pipe.



Whitney Street Culvert rehab

## *Department of Public Works*

On July 19, 2022 the Public Works Department team of James Grenier and Philip Meany competed in the Massachusetts Highway Association’s Driver’s Skills Training and Snow Plow Operator Rodeo at Wachusett Mountain. They took first place in a field of over 30 teams. The competition included a written test, a pre-trip inspection of a truck mounted with a snowplow, and a test of their driving skills operating a 42,000 lb. truck and plow through an obstacle course.



(L to R): Philip Meany, James Grenier

### **New Equipment**

A 2022 Ford F450, 2022 CAT 930M Loader and 2022 CAT 420XE Backhoe were purchased this year.

## **WATER DEPARTMENT**

There were 8 new services connected to the distribution system during the year. The number of service connections is now 1,335.

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

There were 5 service leaks repaired during the year.

There were 3 hydrants repaired/replaced during the year.

285 water meters were replaced this year by Water Department personnel as part a 5-year water meter replacement project.

The 370,000 gallon Ellis Road water storage steel tank built in 1955 was replaced this year with a same sized glass fused to steel tank.



Ellis Road Water Storage Tank at Mount Pleasant Cemetery –  
Photo courtesy of Statewide Aquastore, Inc.

MONTHLY WATER CONSUMPTION			
MONTH	GALLONS	MONTH	GALLONS
January	9,982,000	July	16,875,000
February	8,736,000	August	16,614,000
March	10,740,000	September	13,494,000
April	10,182,000	October	12,418,000
May	13,638,000	November	10,662,000
June	14,595,000	December	9,777,000

## *Department of Public Works*

### **TOTAL 2022 CONSUMPTION = 147,713,000 GALLONS**

Average Daily Consumption =	404,693 gallons	
Largest Daily Consumption =	July 3, 2022	907,000 gallons
Largest Weekly Consumption =	July 3 – July 9, 2022	3,957,000 gallons

### **WATER USE HISTORICAL TABLE**

CALENDAR YEAR	TOTAL (GALLONS)	LARGEST DAY (GALLONS)	LARGEST WEEK (GALLONS)
2018	134,369,000	859,000	3,589,000
2019	164,506,000	816,000	4,165,000
2020	176,974,000	846,000	4,714,000
2021	155,781,000	1,136,000	4,687,000

## **SEWER DEPARTMENT**

There were 14 new services connected to the collection system during the year. The total number of service connections is now 846.

There were 2 residential grinder pumps repaired/rebuilt/replaced during the year.

During the year, 58,296,128 gallons of sewerage passed through our system and into the City of Fitchburg collection system.

### **SEWER USE HISTORICAL TABLE**

CALENDAR YEAR	GALLONS TO FITCHBURG
2018	75,944,440
2019	72,568,716
2020	63,684,380
2021	69,093,660

## **SOLID WASTE DEPARTMENT**

### **SOLID WASTE HISTORICAL TABLE**

CALENDAR YEAR	TONS OF MSW
2018	2,515
2019	2,566
2020	2,796
2021	2,428

2,064 tons of Municipal Solid Waste (MSW) was generated at the Drop-Off Center during the year.

763 residential vehicle sticker permits were issued during the year.

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

877 drop-off permits to dispose of special fee items were issued totaling \$18,504.

## *Department of Public Works*

### **DROP-OFF FEE ITEM COMPARATIVE TABLE**

MONTH	FREON ITEMS	TIRES	MATTRESS	BOXSPRING	PROPANE TANKS	CRT's (TV's)
JANUARY	12	0	24	-	0	19
FEBRUARY	3	5	11	-	1	9
MARCH	8	21	21	-	1	20
APRIL	14	11	27	-	2	9
MAY	20	11	27	-	13	22
JUNE	18	6	27	-	3	10
JULY	13	4	30	-	6	15
AUGUST	29	14	49	-	1	17
SEPTEMBER	25	3	20	-	4	28
OCTOBER	19	14	29	3	2	19
NOVEMBER	16	3	33	12	0	29
DECEMBER	8	6	26	8	1	16
<b>TOTALS</b>	<b>185</b>	<b>98</b>	<b>324</b>	<b>23</b>	<b>34</b>	<b>213</b>

Respectfully submitted,

**WESTMINSTER PUBLIC WORKS  
COMMISSION**

Lorraine J. Emerson, Chair

Vance A. Butterfield

Ross W. Barber

Joshua W. Hall, P.E.

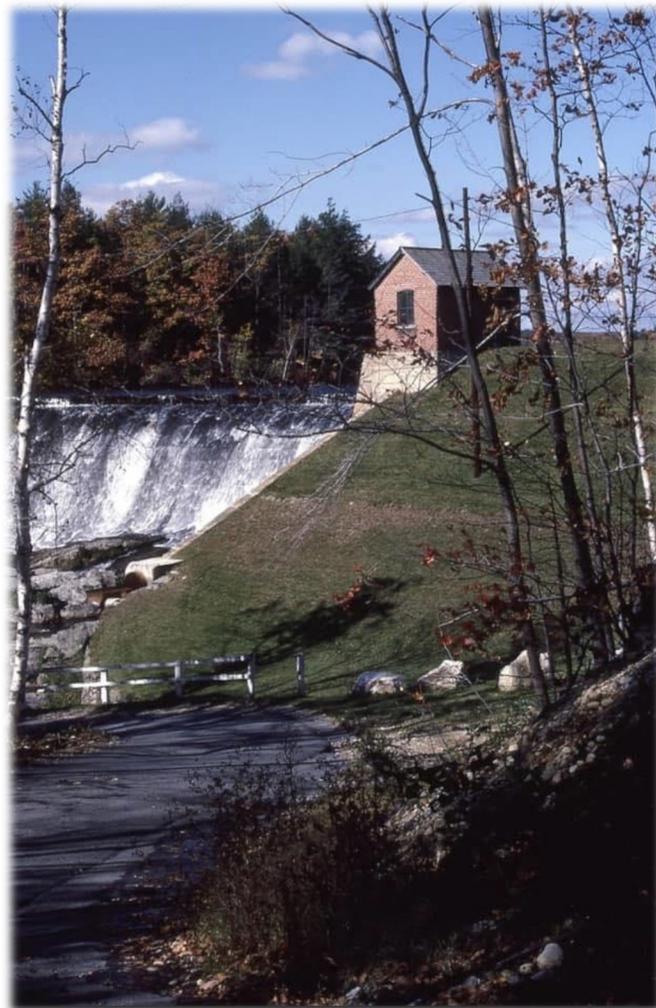
Director of Public Works

Kevin C. Collins

Assistant Director of Public Works

Peter R. Martineau, Jr.

Water/Sewer Foreman



## *Tree Warden*

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

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

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

Bacon Street, Barrel Road, Bathrick Road, Bean Porridge Hill Road, Carter Road, Colony Road, Curtis Road, Davis Road, East Road, Elliott Street, Ellis Road, Gatehouse Road, Hanks Hill Road, Harrington Road, Leominster Street, Marshall Hill Road, Meetinghouse Road, Minott Road, Narrows Road, North Common Road, Overlook Road, Potato Hill Road, Ripley Road, South Ashburnham Road, South Street, Stone Hill Road, Turnpike Road, West Princeton Road, Willard Road and Worcester Road.

Respectfully submitted,  
Joshua W. Hall  
Tree Warden



# *Cemetery Department*

The Westminster Cemetery Commission is empowered with the sole care, superintendence and management of all public burial grounds in the Town of Westminster.

Woodside Cemetery— located at 9 Narrows Rd.

Mount Pleasant Cemetery—located at the intersection of Ellis & Knower Rd.

Whitmanville Cemetery—located across from 245 South Ashburnham Rd.

Cemetery Department improvements in 2022: in a FY2023 article, the cemetery procured a new 2022 Dump Truck. The expansion construction at Woodside Cemetery has successfully been completed, with the assistance of DPW. The Cemetery Department would like to thank the DPW for their assistance throughout the year and is very much appreciated.



	<b>2022</b>	<b>2021</b>
Full Burials	17	18
Cremation Burials	22	24

Fees collected from the sale of lots were \$11,700.00 of which \$5,550.00 went into the Perpetual Care Fund and the principal as of 12/31/2022 is \$218,171.17.

The Cemetery Office is Located at 9 Narrows Rd. Normal working hours are from 7 AM to 3:30 PM, Monday through Friday. For Cemetery business, please contact us at 978-874-7415.

Respectively submitted,

**Cemetery Commission**

Ray Rathier  
Shaun O’Leary  
Paul Banks



Cemetery Commission (L to R):  
Shaun O’Leary, Paul Banks, Ray Rathier



Cemetery Staff L to R): Charles Hildreth, Alan Mayo,  
(Superintendent), Bruce Shaw



*Health &  
Human Services*

# Board of Health

At the beginning of the year, The Board of Health consisted of two elected members; the Chair: Mr. Edward Simoncini & Dr. Michael Popik. A third member; Matthew Pearson joined in June.

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

The Health Department's staff transitioned throughout the year, we said goodbye to Health Agent, Ann Loree, in June and Administrative Assistant, Elizabeth Penney, in August. We wish them luck on their future careers and thank them for the work they did while on staff! The Health Department ended the year with a new team: Health Agent, Abigail Conlin; Assistant Health Agent, Robert Carpenter; and Administrative Assistant, Stephanie Wiseman

## **Board of Health's goal:**

The Board of Health's goal is to preserve and protect the health and well-being of the residents of Westminister. The Board of Health protects the public's health, prevents and monitors disease, promotes safe and sanitary living conditions, promulgates, interprets and enforces regulations and protects the environment from hazards. The agents in the Board of Health conduct inspections on the following items: permanent and temporary food establishments, housing, septic, wells, pools, beaches, family campgrounds, recreational campgrounds, and the transfer station. They also respond to nuisance complaints regarding noise, odor, and dust.

## **Town Website:** [www.westminster-ma.gov](http://www.westminster-ma.gov).

The Board of Health tab on the Town website has a lot of great information that we updated more frequently in 2022. We are planning to update the website completely in 2023 to have new information and an online payment system. Currently on our website you can find permit applications and local regulations. We also have information on ticks and Lyme disease, Mosquito-Borne Diseases, Seasonal Flu, and Asian Longhorned Beetles. There are links to the Massachusetts Title 5 Septic Regulations, Massachusetts Sanitary Code, MA Department of Public Health, Centers for Disease Control (CDC), and COVID-19 prevention information. Please check it out, and let us know if there is anything more that you would like to see on our website!

**Regionalization:** Westminister Board of Health continues to be a member of the "Montachusett Public Health Network" (MPHN). MPHN is a self-sustaining organization, consisting of thirteen local cities and towns. Members of the MPHN share a public health nurse for communicable disease surveillance and case management. Other services shared by the communities includes: inspectional services, beach testing, and public kiosk. The MPHN develops health programs which partners with Oakmont High School for substance abuse educational speakers and family-oriented events during Prom season. In 2022, the Board of Health utilized MPHN for our annual Flu Clinic. At this Clinic we were able to provide Flu shots and COVID-19 boosters.

The Westminister Board of Health is also a part of the Wachusett Medical Reserve Corps. They assist our department when we need support in running our annual flu clinics and by providing volunteers when we have to initiate our emergency warming/cooling shelters in town. The Wachusett MRC is able to host CPR/1<sup>st</sup> Aid and Stop the Bleed trainings. The Board of Health continues to actively seek both medical and non-medical volunteers to join the local arm of the Wachusett Medical Reserve Corps or Worcester Medical Reserve Corps (MRC). The Health Department put on a MRC recruitment night May 17, 2022 to provide information on, as well as garner interest in the organization. Please contact the administrator at [wachusettMRC@juno.com](mailto:wachusettMRC@juno.com) in order to become a member or to get more information!

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

**No liquid medications please.**

**Sharps Collection Program:** A sharps kiosk, located in the foyer of the police department, is available for disposal for sharps/needles. Red sharps boxes are available at the police station and the Board of Health office, for public use only.

**Please do not use any other type of container to store or dispose of used needles or sharps.**

# Board of Health

## **EMERGENCY PLANNING**

**Emergency Dispensing Site (EDS) Plans:** The EDS plan is in place to assist our department in successfully setting up and running an Emergency Dispensing site. This must include a means to vaccinate/hand out medication to the entire community within 48 hours. The Health Department is currently updating the EDS plan, to reflect a change made to our EDS locations. We utilize Westminster Elementary School as our primary EDS Site. Our secondary EDS site will be located at the Senior Center. We work closely and communicate with the Fire Dept., Police Dept., EMS, and Selectman. We practice the EDS process and flow during flu clinics and mandatory drills. The Health Department worked hard to clean up our storage space and review our inventory at the end of 2022, allowing us to order necessary equipment to run an outdoor Emergency Dispensing site.

### **Region 2:**

The Health Department requested grant money through Region 2 Public Health Preparedness for emergency preparedness and response equipment at the end of the year. Some of the equipment consists of an iPad and computer to help us out if we have to set up an Emergency Dispensing Site. We also requested a table and tent to aid us in the event of a drive through vaccination clinic. We received two sets of two-way radios to replace old radios that no longer worked.

### **Flu Clinic:**

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

The Westminster BOH partnered with MPH N to administer a total of 94 COVID-19 vaccinations and 96 Flu vaccinations at the Senior Center on October 13, 2022. The Board would like to thank the Massachusetts Public Health Network for providing staff, supplies, and COVID-19 vaccine. Thank you for a successful clinic!

### **Beach Testing**

There are 2 permitted beaches in Westminster. Crocker Pond is a Public Beach tested prior to opening, and then weekly throughout the bathing season. Westminster also has a semi-public beach, Camp Pineshore. This follows the same process previously mentioned. Beach testing is required by Massachusetts state regulations and consists of an E.coli test to ensure safety while swimming. There were no exceedances in samples tested at Crocker Pond nor at Camp Pineshore. The bathing season runs from Memorial Day through Labor Day. In 2022, the Crocker Pond Beach area was closed until June 20th, due to known PFAS contamination in the Crocker Pond/Bean Porridge Hill Rd. area. Mass DEP worked hard to provide guidance on this emerging contaminant, and Crocker Pond was opened when deemed safe. It is recommended to be mindful when swimming as ingestions of PFAS is unhealthy and linked to health consequences. There is more information on PFAS later in this report.

### **Food Inspections**

The Commonwealth of Massachusetts requires a minimum of 2 inspections annually for permanent food establishments. This includes things like restaurants, school cafeterias, fast food establishments, the Senior Center and grocery stores. The Health Department inspects camps, concession stands, church kitchens, temporary food establishments and residential kitchens at least once a year. The Health Department uses an application called Food Code-Pro to help reduce paper waste from food inspections and make the process more efficient. Inspection reports generated from Food Code-Pro can include images taken during the inspection and have a more detailed report than the typical paper inspection. The Health Department is continuing to see growth in food establishments in town, as well as events that bring in Temporary Food Establishments.

### **Temporary Food Events**

Some temporary food events in Westminster consist of the Westminster Cracker Festival and events at Wachusett Mountain, like the BBQ Fest and Apple Fest. We also have a Farmer's Market in town that the Health Department inspects. This is held every Friday in Westminster from April-October. Vendors and food trucks are inspected at least once a year prior to serving. The Health Department follows up to check temperatures and sanitizer for vendors who participate in multiple events.

## PUBLIC HEALTH SAFETY MONITORING



<b>Permits Issued for 2022</b>	
Septic Installers	40
Sewage Haulers	10
Motels and Inns	1
Bed and Breakfasts	0
Sundries	0
Semi-Public Swimming Pools	1
Semi-Public Beaches	1
Public Beaches	1
Selling Tobacco & Non-tobacco products	6
Funeral Homes	0
Emergency Beaver Trapping Permits	3
Outdoor Hydronic Heater	0
Recreational Summer Camps	0
Trash Haulers	3
<b>Food Permits Issued</b>	
Food Service/ Restaurants Permits	45
Temporary Food/ Farmers Market Permits	107 permits & inspections
Residential Kitchen	4 permits & 4/4 inspections
Total Food Permits	152
Total Food Inspections (avg. 2 per annual permit)	145
<b>Wells and Septic Applications</b>	
Septic systems servicing new construction and repairs	47
Private Well installations	23
Deepening Well	1
<b>Title 5 and Septic Installation Inspections</b>	
System Inspections performed by agents	141
Title 5 Inspections witnessed by agents	58
Percolation Tests witnessed by agents	32

### Food Recalls

Listed below are recommended websites for food safety information:

- [www.FDA.gov](http://www.FDA.gov)
- [www.fsis.usda.gov](http://www.fsis.usda.gov)
- [www.foodsafety.gov](http://www.foodsafety.gov)

### Town Events

The Health Agent reviews applications submitted to the Town for temporary events or races. We work with the sponsored event planners to ensure any food at the event/race is permitted and following Massachusetts regulations. We also permit portable toilet units in Westminster as per our Portable Toilet Regulation.

# Board of Health

## Communicable Diseases

The State has established the Massachusetts Virtual Epidemiology Network system (MAVEN). All communicable disease reporting is entered into this system which serves Massachusetts Department of Public Health and Local Boards of Health as the surveillance system. The MPHN COVID-19 Response Team was established in January 2022 to support COVID-19 related needs for the towns of Athol, Clinton, Fitchburg, Gardner, Hubbardston, Leominster, Phillipston, Princeton, Royalston, Sterling, Templeton, Westminster, and Winchendon.

## Rabies Clinic

Wachusett Animal Hospital did not hold a low cost Rabies clinic this year.

## Landfill and Solid Waste Drop-Off Center:

24-Hour Odor Compliant Hotline: (866) 987-0985

Link to report noise, smell or other nuisances to DEP: <https://www.mass.gov/forms/environmental-complaint-form>

The residential waste drop-off area is inspected once a month by the Health Department, this increased to twice a month during the months April-October in the year 2022. The drop-off center has designated areas for bags of trash, scrap metal, yard waste, bottles/cans/plastic, paper, cardboard, waste oil, car batteries, florescent light bulbs, rechargeable batteries, cell phone batteries/button batteries, and charcoal/ashes. There is a Swap Shed for usable, unwanted items such as clothing, furniture, and toys. The drop-off center also has a seasonal paint shed to bring unwanted paint too. Recyclable items can be placed in the newspaper, paper, or comingled dumpsters. Small appliances and mattress disposal are available as a special fee permit. Permits for the Solid Waste Drop-Off Center can be obtained through the Department of Public Works at 2 Oakmont Ave, Westminster MA. (Tel: 978-874-7420) Permits must be purchased prior to bringing items to the drop off center.

You can purchase special fee permits for the drop-off center online at: <https://unipaygold.unibank.com/customerinfo.aspx>

**Curbside Pickup:** One green recycling tote per household may be obtained from the Department of Public Works (DPW) at 2 Oakmont Ave. Curbside trash pick-up by Waste Management continues to be available for a fee.

**Vehicle Monitors (Dump Stickers):** are available for residents from the DPW office.

Hours of Operation	Solid Waste Drop Off
Monday	7:30-3pm
Tuesday	Closed
Wednesday	Closed
Thursday	Closed
Friday	7:30-3pm
Saturday	7:30-1pm
Sunday	9-1pm

## Hazardous Waste Collection Days

Hazardous Waste Collection Days were held on June 19, 2022 and November 6, 2022. In 2023, the Hazardous Waste Collections Days will take place on July 8, 2023 and November 11, 2023. The hours of operation for these days will be from 9:00am to 12:00pm. Registration for this is no longer required, however proof of residency will be required.



# Board of Health

The following items will be accepted:

Antifreeze*	DDT	Furniture Polish	Motor Oil*	Rodent killers
Art/photography supplies	Disinfectants	Gasoline	Moth ball	Septic tank cleaners
Automotive fluids	Dry gas	Herbicides	Muriatic acid	Spot removers/solvent
Button batteries*	Drain cleaners	Insect pump spray	Pesticides	Thermostats*
Car batteries*	Engine degreaser	Kerosene	Photographic supplies	Toilet bowl cleaners
Creosote	Flea killers	Lead acid batteries*	Rechargeable batteries*	Varnishes
Chemistry sets	Fluorescent bulbs*	Metal polish	(Nickel-Cadmium)*	

*Paint: oil, marine, lead, hobby wood preservatives & stains*

*\* Check with recycling center, these items may be collected on a permanent basis.*

### Landfill Annual Receipts

<b>2000:</b> \$290,917.00	<b>2001:</b> \$368,553.00	<b>2002:</b> \$388,931.00	<b>2003:</b> \$415,267.00
<b>2004:</b> \$858,045.33	<b>2005:</b> \$2,501,857.72	<b>2006:</b> \$2,487,202.77	<b>2007:</b> \$2,727,874.92
<b>2008:</b> \$2,106,037.00	<b>2009:</b> \$1,571,190.60	<b>2010:</b> \$1,255,071.98	<b>2011:</b> \$1,464,951.10
<b>2012:</b> \$1,472,303.30	<b>2013:</b> \$1,431,949.05	<b>2014:</b> \$1,581,454.04	<b>2015:</b> \$2,656,910.09
<b>2016:</b> \$3,425,180.80	<b>2017:</b> \$3,678,432.73	<b>2018:</b> \$3,675,650.23	<b>2019:</b> \$3,376,152.75
<b>2020:</b> \$3,274,849.21	<b>2021:</b> \$2,574,385.40	<b>2022:</b> \$2,574,385.00	

### TOBACCO CONTROL ALLIANCE

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

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

<b>Tobacco Permits:</b>	
Number of Retail Sales Tobacco Issued	6
Number of Non-Tobacco Nicotine Delivery Product Permits Issued	2
Revenue Tobacco permits @ \$150 each	\$1200.00
<b>Retailer Inspections:</b>	
Number of Inspections	6
Number of Violations, warnings, permit suspensions	1

### PFAS Information

In February of 2022, private drinking water wells in the Bean Porridge Hill Rd/South Ashburnham Rd area were found to contain per- and poly-fluoroalkyl substances (PFAS) regulated by the Massachusetts Department of Environmental Protection under M.G.L. c. 21E and 310 CMR 40.0000 (the Massachusetts Contingency Plan). Massachusetts Natural Fertilizer Company has been named the potentially responsible party, and have hired a Licensed Site Professional, Lessard Environmental, to test the site and clean up the contamination. The LSP provides bottled water to all homes in the Study Area. The most current map of the Study Area, as well as additional information and contacts for the LSP, can be found at the website: [westminsterpfas.com](http://westminsterpfas.com) The LSP tests private wells, installs Point of Entry Treatment (POET) systems, and provides weekly IRA reports to the Westminster BOH. The Board discusses PFAS updates at their bi-weekly meetings, and ensures that information is available to the public.

# Board of Health

You can find more information on this issue at the Health Departments webpage at [www.westminster-ma.gov](http://www.westminster-ma.gov) or at [westminsterpfas.com](http://westminsterpfas.com)

There is a Neighborhood Residents Group related to this situation, please visit our website for more information if interested in joining.

## Other Information

The Board requires a Title 5 Inspector permit from title 5 inspectors in order to inspect in Town. This requirement was new in 2021. The permit includes a list of requirements that inspectors must agree to follow.

Well Regulations: drinking water regulations were revised in June 2019. See [www.westminster-ma.gov](http://www.westminster-ma.gov)

Tobacco Regulations 2019: Board followed the State tobacco regulations. See [www.westminster-ma.gov](http://www.westminster-ma.gov)

The Board of Health reviewed Well and Septic Regulations in 2022. They are holding a Public Hearing on proposed changes in the beginning of 2023 to receive public input. See [www.westminster-ma.gov](http://www.westminster-ma.gov) for hearing information and proposed changes.

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

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

The Board would like to welcome and thank two new staff members, Stephanie Wiseman and Robert Carpenter for joining our team at the end of 2022.

Respectfully submitted,  
**WESTMINSTER BOARD OF HEALTH**

## Members:

Edward Simoncini, Chairman  
Dr. Michael Popik  
Matthew Pearson

## Staff:

Abigail Conlin, Health Agent/Director  
Robert Carpenter, Assistant Health Agent  
Stephanie Wiseman, Administrative Assistant



(L to R) Abigail Conlin (BOH Agent), Stephanie Wiseman (Admin Asst),  
Robert Carpenter (Asst Health Agent)

## Council on Aging

The mission of the Council on Aging is to maintain the health and well-being of the Westminster seniors and to assist them with preserving their independence. There are currently 2448 seniors over 60 living in town. The Senior Center provides a “welcoming destination” that accepts you regardless of financial status, race, creed, medical condition, or mobility. Many seniors see the Senior Center as a “home away from home”. This is where they see old friends or meet new ones.

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

The Westminster Council on Aging meets on the second Tuesday of each month at 12:00 P.M. at the Community/Senior Center, 69 W. Main Street. Any citizens who are interested in attending are welcome.

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



Senior Center Staff (L to R) Dan Novack (Driver), Pat Streeter (Adm Ast), Kathy Lawrence (Adm Ast), Sue Fisher, (COA Director), Michelle Johnson (Adm Ast), Dan Bourgeois (Driver)

This Council has met the afore-mentioned criteria for many years in providing for a congregate and Meals on Wheels program, as well as, the invaluable services of the Mart van. The Meals on Wheels Program delivered 2474 meals to our seniors of Westminster (mostly shut-ins).

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

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

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

The Senior Center has a warm, friendly atmosphere, and the Council encourages participants to spread the word to other seniors who may not already be aware of our venue. The Senior Center was utilized 11,650 for the year 2022.

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 also has the Senior Tax Relief Work-Off Program for eligible seniors. The Tax Work-off program has grown; we have 5 couples, and 16 individuals participating in the program.

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



## Council on Aging

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

Our ongoing participation in the Montachusett Regional Transit (MART) system provides 16 hours weekly, of service to senior citizens and handicapped individuals at a voluntary, nominal fee. We also provide transportation, on a priority basis, to medical appointments, the meal site, senior center, local shopping errands, Friendship Club Meetings, etc. The Mart Van transported 42 clients with the 940 rides. We provided 280 medical rides within the local area.

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

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

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

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,  
**Council on Aging/Senior Center**  
Susan Fisher, Director

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

### Council on Aging Committee

Mr. Don Barry- Chair  
Ann-Marie Page- Co-Chair  
Joan Long-Secretary  
Bill Antoniac-Member  
Dot Barrett- Member  
Elaine Jones- Member  
Joyce Lucander- Member  
Carol Urban-Associate Member  
Ken Burstall-Associate Member

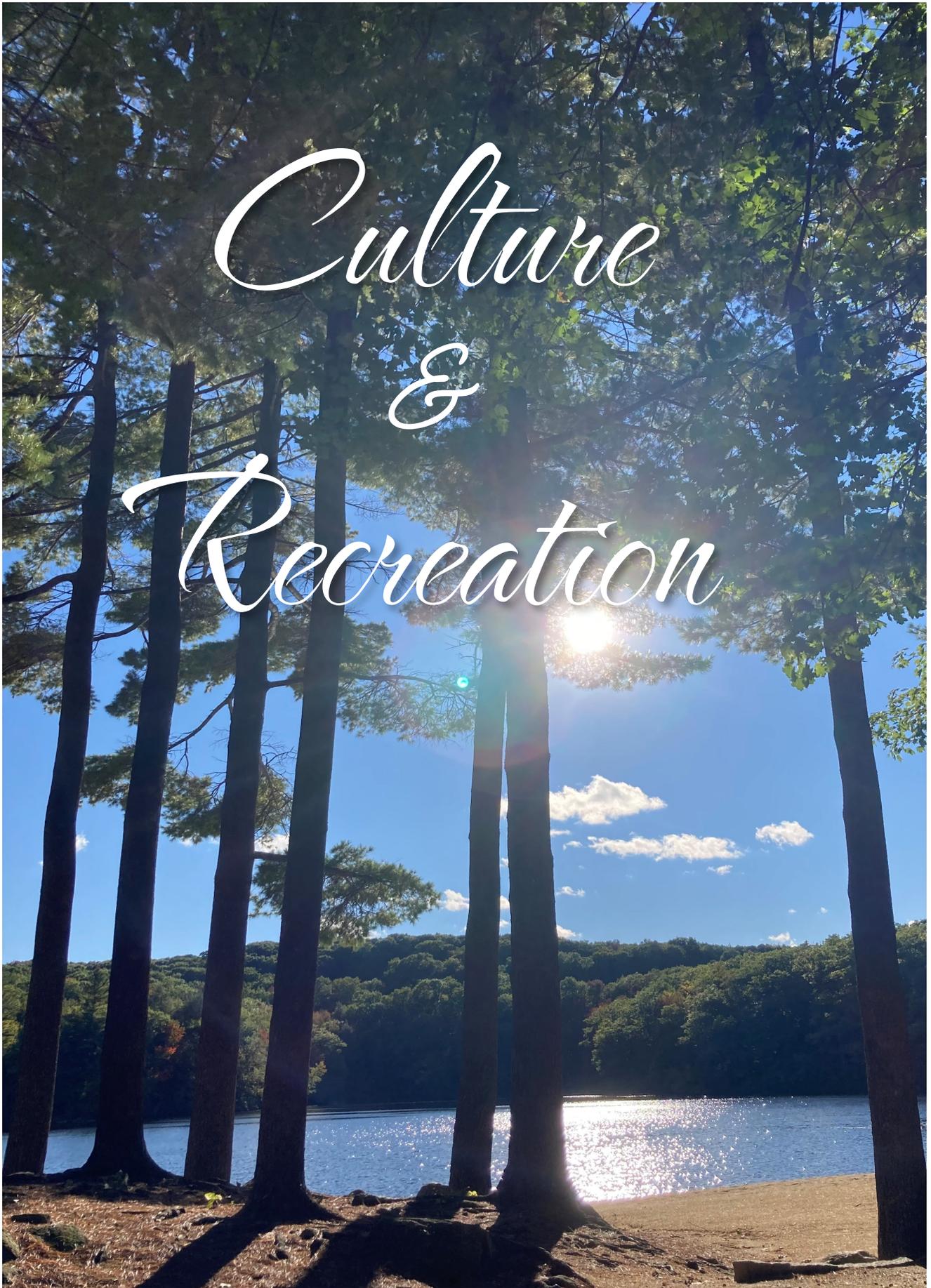


COA Committee (L to R) Ann-Marie Page, Dot Barrett, Joan Long, Joyce Lucander, Don Barry, Neesa Miller



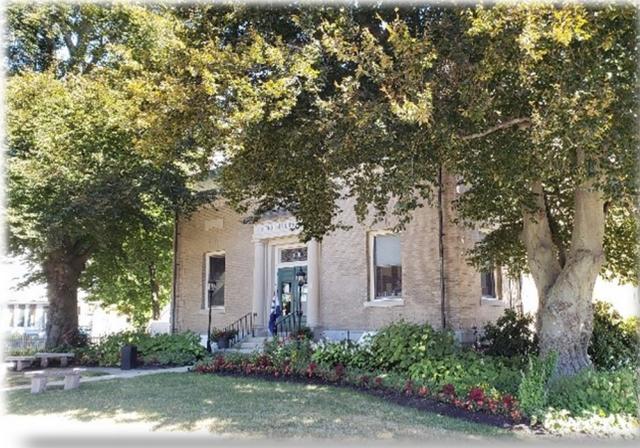
Senior Center Christmas Party





*Culture  
&  
Recreation*

# Forbush Memorial Library



## Mission

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

## Contact

Phone: 978-874-7416 Website: [www.forbushlibrary.org](http://www.forbushlibrary.org) Email: [askalibrarian@westminster-ma.gov](mailto:askalibrarian@westminster-ma.gov)  
Facebook: Forbush Memorial Library ([www.facebook.com/ForbushMemorialLibrary](https://www.facebook.com/ForbushMemorialLibrary))  
Instagram: Forbush Memorial Library ([www.instagram.com/ForbushMemorialLibrary](https://www.instagram.com/ForbushMemorialLibrary))  
Regular Hours: Tuesday-Thursday, 10am – 8pm; Friday, 10am – 5pm; Saturday, 9am – 2pm

## Highlight of 2022: Embracing the Digital Future

When 2022 began, the library was emerging from a Covid-19-induced decrease in activity which has fully been made up during this year. We are pleased that service was never interrupted and circulation of library materials is now above 2019 levels.

But a significant shift has occurred among library users. Some patrons have not returned in person but have joined the ever-growing population of users accessing our materials and services on-line. During the pandemic, patrons learned to use their home computers and mobile devices to order books and media in unprecedented numbers; this was available previously but has now been widely adopted. This shift has caused us to examine how well we are meeting the expectations of on-line users and how well we are making our resources – library materials, programs and activities - available to a demographic of new, more tech-savvy and younger patrons.

We began with an examination of the website and it was determined to have it professionally rebuilt. This led to the development of a new logo and fonts for the site and all other outreach materials. To this we have added several new databases and will soon launch software for on-line museum pass reservations, event registration and room scheduling. We found that our internet service was woefully underpowered and, with support of the Town, have installed Ethernet cabling greatly increasing our internet speed and capacity. Our presence on the web and Facebook has been enhanced and will continue to grow. And we added Instagram in June after an analysis of our needs and social media presence by trustees and Ariana Goulkin, Oakmont High School student intern.

We are committed to improving outreach to the greater Westminster community in ways that have affected all our activities, operations and staff. These are spelled out in greater detail in the paragraphs that follow.

# Forbush Memorial Library

## Adult and Community Programs

Pursuant to its mission as a community center, the library sponsored a diverse mix of evening events throughout the year, publicized on the website, Facebook, Instagram and in press releases and signage. Highlights this year included Sheryl Faye impersonating Ruth Bader Ginsburg, Jeff Belanger on nightmares, several musical events, movie screenings, author talks and Heisenberg and G Forever as the Godzilla YouTubers. We also hosted outside groups such as Dungeons & Dragons, Trivial Pursuit, Community Yoga, a quilting class and three book clubs.

The Friends of the Library sponsored the annual used book sale in conjunction with the town-wide yard sale which was a great success. This was followed by several more. The Friends participated in the annual Halloween Costume Judging and Photos with Santa. Our third summer reading program for adults was the largest yet. It was coordinated by staff members Jason Cavanaugh, Sue Yraola, MaryAnn McGee and BethAnne McManus.

With community in mind, Forbush Memorial Library participated, once again, in the Boston Bruins PJ Drive with the Massachusetts Board of Library Commissioners collecting 54 pair of pajamas in March contributing to MBLC's total of 9,169 statewide. In June, Forbush hosted an Arts and Crafts Swap that attracted many to donate, recycle, repurpose, and rehome craft supplies. In August, FML had a presence at Neighbors Helping Neighbors hosting a book sale to benefit NHN and spread the word about the library, its offerings and reading.

## Technology

To reach the growing number of tech-savvy patrons, the library trustee board initiated many technological upgrades, the most important of which was the decision to select Clearpeak Interactive, Inc., to rebuild the website which will be completed in 2023. The new site compelled a redesign of the library logo for all publicity materials; Emerge Design Group was chosen to refine initial trustee and staff concepts into a fresh new image. To supplement the new website, several new databases, in addition to those provided by the Massachusetts Board of Library Commissioners (MBLC) have been acquired. These are: Creative Web for crafts, World Class for on-line courses, A-Z World for food, culture, travel and maps, and Mometrix for test prep materials. EZ Proxy makes all these data bases available with a single log-in. In addition, the new site will enable museum pass and library room reservations to be placed remotely through Assabet Interactive. With the support of the town, the library has been connected by fiber-optic cable to the town's network, greatly increasing our speed and capacity. A new digital monitor displays current activities on the main floor and, to supplement our Zoom capacity, an Owl Pro camera/projector has been added. We continue to make available the hotspots provided by the MBLC last year. A board-level committee, with staff participation, has vetted all these improvements.

## Youth Services

2022 was a very busy year for the Youth Services team. In-person programs were re-introduced, and the families of Westminster were ready for them.



February vacation paintings—I love my Library “Read-a-thon”

# Forbush Memorial Library

## School Visits

School visits resumed this year with gusto! The kindergarten classes at Meetinghouse School began their monthly visits to the library in January. The first-grade classes walked over to visit in May and get library cards, because these students were unable to visit as kindergarteners. In October, preschoolers at Appleseed Academy began their monthly visits. It has been such a pleasure seeing how excited the students are about books and reading.

## Regular Programs

During the first three months of 2022, Children's Room staff provided 185 Take-home Story Time Kits for families to pick up. In-person Babytime and Story Time both began in April and continued through the year. In October, Making Opportunity Count Coordinated Family Community Engagement (MOC CFCE) began hosting afternoon preschool playgroups twice a month. For older children, the library hosted regular after-school programs with activities like crafting or playing board games. In September, Emily West began holding Spanish classes for kids on Thursdays. These classes have been immensely popular, with over 20 children attending each week. We are so grateful to her for allowing us to offer such a unique and special program. Finally, in December the Teen Advisory Board (TAB) held their first monthly meeting post-pandemic.



Winter Olympics

## Special programs

Outside of regularly occurring programs, many special programs attracted lots of kids, teens, and families to the Children's Room, including, but not limited to: two Stuffed Animal Sleepovers, Frankenstuffedies, the Homeschool Connection, an "I Love My Library" Read-a-thon, a Halloween Party, a Baby Beach Party, holiday Crafternoons, and gardening days in the spring.



April's Stuffed Animal Sleepover

## Summer Reading

A huge THANK YOU to all our Summer Readers – this year, an astonishing 397 kids, babies, and teens participated in Summer Reading! The theme, "Read Beyond the Beaten Path," lent itself nicely to all kinds of outdoorsy activities. Library visitors enjoyed hiking local trails, learning about birds with Hands On Nature, making plant slime with Tower Hill outreach staff, dancing with Kelley Stroup of Free Form Dance Academy, doing yoga with Paula Magee, making Japanese art with various media, crafting jewelry, gardening with Lorna, and, of course, reading lots and lots of books.

## Room Updates

This year, the Children's Room added new shelving for board books. These shelves are low and the book covers face forward, allowing our youngest patrons to browse on their own. Since moving the books to these new shelves, babies and toddlers have been having a blast choosing their own books to read.

New signage has been added throughout the Children's Room. The different areas of the room (chapter books, board books, etc.) are labelled by hanging ceiling signs. The non-fiction collection has subject headings hanging above their respective shelves. This has proven helpful to patrons, who no longer need to look up the Dewey Decimal System to browse.



Making auroras from pastels in summer reading

# Forbush Memorial Library

## Art and Artifact Collection

The Town of Westminster's exceptional collection of fine art, decorative items and historic artifacts is under the custodial care of the Library Board of Trustees. Every 10 years this collection is professionally appraised for insurance purposes. In 2022, the Annual Town Meeting approved funds and we commissioned James B. Hand to evaluate the framed fine art and Skinner, Inc. to appraise the remaining collection, largely in storage, of about 900 objects. Reports will now include description, size, location and other notes as well as a color photo of each item.

Also at the Annual Town Meeting, Westminster residents approved acceptance of a generous gift of two framed watercolor paintings done by John Roscoe Ballou c. 1910, one of Forbush Memorial Library, another of the New England seashore, given by John and Lynda Christian.

In 2020, we placed the large mural in the stair hall for which it was designed in 2002. This year, through the generosity of the artist, Amy Kukta, and town resident and Amy's former art teacher, LeeAnn Lamsa, we were given three smaller studies of the five murals intended for the stairs. These are important as we hope to have the project completed based on these works.

Last year the library received the results of several years of research by local resident Rachael Vincent. These are thoroughly documented studies on the lives of the 77 individuals who were involved in the founding of Westminster's public library and in the construction of the Forbush Memorial building covering the period from 1868 to 1920. Since these biographies are original research, we have determined it important to catalogue each one individually and make them publically available in our on-line catalogue, a project that will take all year.

We have added exhibit labels to every work of art on display including the sculptures. Future projects include publishing an updated guide to the art on display and to re-hang the Centennial Quilt, finished in 2002 by local artists.

The library's collection of art and artifacts is overseen and maintained by the Curatorial Committee composed of trustees Martha Rainville and Cynthia Brown with the library director.



Youth Services Staff "Camping" in the Children's Garden



June Book Sale

## Trustees

The Trustees have taken an active part in the management of the library by drafting and reviewing policies concerning Covid precautions, services provided, and adjusting the open hours.

Forbush is now fine-free! After serious deliberation, the trustees voted to make the library fine-free for most transactions joining the ranks of most libraries throughout Massachusetts in this policy change. They sponsored and moderated the annual Candidate's Night and have re-launched the Welcome to

## Forbush Memorial Library

Westminster program after 20 years absence. With the help of volunteers, trustees have taken the lead in staffing the used book sales and increased their frequency.

The trustees have created a committee, chaired by Tiffany Davis, focused on redirecting our resources towards technological enhancements working closely with the town's IT team.

The library's governing board is composed of six publically elected trustees, two of whom are elected annually for three-year terms. In the May town election, Margherita Altobelli was elected to her second term and Martha Rainville elected to her third term. In June, the board chose officers for FY2023: They are Kim Samson, chair; Martha Rainville, vice-chair; Margherita Altobelli, recording secretary; and Kristen Gregory, corresponding secretary.

### Staff

There are five full-time and six part-time employees. In the children's room, Catt Miller completed her first year as Head of Youth Services. She is ably assisted by Lisa Erickson, Elise Gilbreath, and Lorna Rouleau, all of whom are well versed in the department's operations.

Our adult services and reference librarian is Jason Cavanaugh. Susan Lucier is our bookkeeper, cataloguer and office manager. Susan Yraola manages adult circulation and patron services. MaryAnn McGee assists at the circulation desk and in the processing of circulating materials. When Catt Miller advanced to Head of Youth Services, Bethanne McManus was selected as inter-library loan clerk. Jan LeClair shelves books and is responsible for keeping the stacks in order. Though not library staff, we are grateful for the conscientious maintenance work of Whitney Gikis and Randy Sullivan.

We also thank the Council on Aging for supporting the work of Carol Harrington, Pat Brewerton and Jean Conte through the senior real estate tax reduction program administered by the Westminster COA.

### Volunteers

Volunteers are a vital component of library activity, and it is a pleasure to acknowledge their important service. Children's Room volunteers included Amber Cardwell, Juliette Gelinis, Anne Gerde, Jennifer Gregoriou, Paula Magee, Victor Stasiak, Ryan Ware, and Laura, Melissa, Rachel, Rebecca, and Ryan Yi. Bob Cramm served as Santa Claus at Pictures with Santa. We are especially grateful to Carol Young, now retired, who expertly repaired aged and damaged books.

The library grounds have been kept attractive by ML Altobelli and her volunteer staff; they have stabilized the trees, replanted the garden beds and watered, weeded and fertilized on a regular basis. Many say the gardens have not looked better in many years. Cushing Academy sent staff and students to rake out the lawns in April as part of their Tony Fisher Day community service program. We thank them for this help.

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



## Operations

Trustees, staff and the maintenance crew all have a hand in keeping the library functional and attractive. This year, the Children's Story Hour Room was freshened up with new flooring and wall painting. Almost all the upholstered furniture was professionally re-done, carpets cleaned and all windows washed. The Ryan Jones Foundation donated a granite bench, installed by the DPW in the Children's Garden space outside the Children's Room.

The Energy Advisory Commission, working with a state grant, replaced all the lighting fixtures not done in 2021 with high-efficiency LED units. We have presented some future projects to the Capital Planning Board including preventative roof maintenance and completion of the unfinished room on the upper floor.

## Support

The trustees and staff sincerely appreciate the support provided to the library by the Select Board and Advisory Board of Westminster through the annual town appropriation supplemented by other town sources mentioned above; it makes possible all we provide. Additional support comes from the state Board of Library Commissioners and the Westminster Cultural Council in support of several programs, including covering the cost of library patron passes to area attractions and museums. We are very grateful for voluntary gifts, especially the substantial contribution from the Ryan Patrick Jones *Heart of a Hero Foundation* and the Westminster Lions Club. This year, we're happy to acknowledge the gift of many books for children with special needs from Ash-West SEPAC which we have added to our circulating collection. These gifts enable us to deliver a greater quality and quantity of library services.



Halloween Party

## THANK YOU FOR A SUCCESSFUL YEAR!

- Nicholas Langhart, Director

### -For the Board of Trustees:

*Kimberly Samson  
Margherita Altobelli  
Kristen Gregory  
Tiffany Davis  
Martha Rainville  
Cynthia Brown*

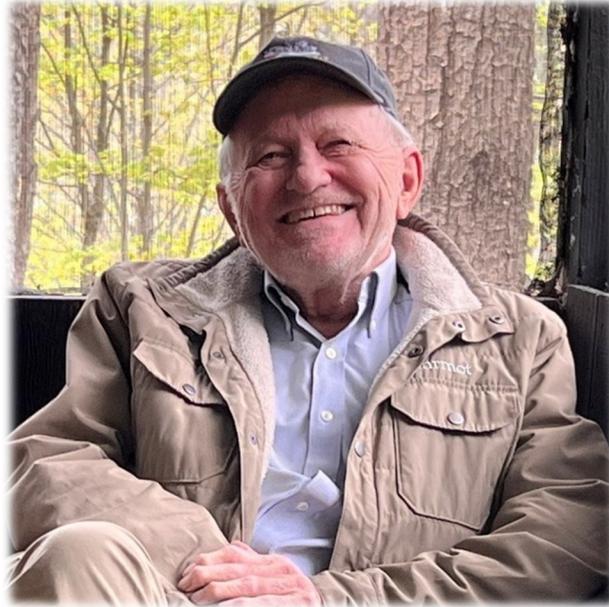


Library Staff (L to R): Jason Cavanaugh, Jan LeClair, Pat Brewerton, Mary McManus, Susan Yraola, MaryAnn McGee, Susan Lucier, Catherine Miller, Lorna Rouleau, - Elise Gilbreath (not pictured)-  
Seated: Nick Langhart (Director), Lisa Erickson

*In Memorium*

**WALTER M. HANEY**

**JANUARY 21, 1946 — AUGUST 31, 2022**



**Remembering Walter Haney and Kris Haney**

The Staff and Trustees of the Forbush Memorial Library acknowledge the passing of Walter Haney on August 31, 2022. He was an active supporter of the library and regular patron for over 40 years, serving on the Library Board of Trustees from 2003 until 2019, and for two terms as its Chair. Under his leadership the trustees launched the long-term landscape improvement project to which he brought his interest in and love of gardening.

Walt's involvement with the library was shared by his wife, Kristine, a professor of art history at the University of Massachusetts, Amherst. She devoted countless hours to the professional curation of the art and artifacts in the library from the mid-nineties until her passing. To her we owe the cataloguing, organization, exhibition and preservation of the artistic and historical treasures entrusted to the town which are cared for and displayed at the library.

Many volunteers have given much to the library but this couple was remarkable in the dedication of their interests and abilities to the betterment of the Forbush Library.



**Kristine Haney, 1947-2020**

# Liquor Commission

**2022**

License Type	# of Licenses	Fee	Total
All Alcohol Common Victualler	7	\$ 750.00	\$ 5,250.00
All Alcohol Retail Package Goods	2	\$ 600.00	\$ 1,200.00
All Alcohol Club License	1	\$ 500.00	\$ 500.00
One Day Licenses	6	\$ 15.00	\$ 90.00
Beer and Wine Retail Package Goods	3	\$ 400.00	\$ 1,200.00

**TOTAL: \$ 8,240.00**

Expenditures: None

Regular Meetings Held: Two

Violations for 2022: One

Regular meetings are held as needed in Town Hall

Respectfully submitted

**Liquor Commission**

Gary McDonald, Chair

Allison Streeter

Michael Denzer



## *Crocker Pond Recreation Area Committee*

Crocker Pond was open weekends from Memorial Day through September 11th, and daily June 20th through August 29th.

Senior Citizens on the tax work-off program, and committee members, staffed the check-in booth and distributed beach stickers. Three seasonal employees oversaw the operation and maintenance of the facility, and enforced the Crocker Pond rules for the enjoyment and safety of all visitors.

7181 residents and their guests visited the beach during the operating season. In addition to the annual Fairy, Gnome and Troll Day craft event in July, for the third consecutive year we were pleased to offer morning yoga classes free of charge to residents.

Troop 33 scouts held their moving up ceremony and cookout at the pond on June 3rd. This included 4 scouts completing scouts as Arrow of Light graduates. A little library was added for children in the picnic area.

MOC held a series of story walks which were set up in the Enchanted Wood where families enjoyed various crafts, activities and picture books together.

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

Students from AWRSD and two community volunteers worked alongside the staff and committee members during our volunteer weekend in May to prepare the pond for the Memorial Day Weekend opening. Over 20 volunteers from the United Way Day of Caring worked on September 16th to help prepare the pond for the end of season closing.

Students from the Transition Program of Ashburnham Westminster Regional School District volunteered weekly for general maintenance activities and repaired or replaced our birdhouses.

In coordination with the Town Planner, Steve Wallace, and the Open Space Committee, two trail maintenance days were held where residents and committee members cleaned up trails, pruned back branches, installed sign markers and repaired bridges. Wachusett Brewery donated box lunches for the 20 volunteers at the Spring Event.

Powell Sand and Gravel donated beach sand to repair winter storm erosion damage. The sand was delivered and spread under the direction of the Town's Conservation Agent Matt Marro.

New trail signs were created and installed by maintenance manager Jim Walker to replace worn or missing signs. The signs are color coded to match the trail maps.

Unfortunately, PFAS was detected in the open water of Crocker Pond from the uphill groundwater contamination. Under the direction of MassDEP, surface water and inlet testing was conducted monthly and the results analyzed and posted on the Town website and Crocker Pond Facebook pages. The results were above drinking water standards but in the range for MassDEP approved swimming. Notices were posted all around the beach, at the entrance, and on the website. The Crocker Pond well results were non-detected.

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

Respectfully submitted,  
**Crocker Pond Committee**

Heather Billings            Christopher Jaggie  
Kathleen Brennan        Sharon Lewis  
Patricia Streeter





*Volunteers at  
Crocker Pond*



## *Agricultural Commission*

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

Westminster is a "Right to Farm" town. This provides notification to all residents that agricultural activities are allowed throughout the town and the Westminster Agricultural Commission provides active support for both new and existing farmers and gardeners within town borders. Westminster – like all of the local towns – had a self-sustaining agricultural base through the 1800's. That agricultural base gradually gave way to local industry and then to the light industrial/light commercial/bedroom town configuration of today. But

- local food production and other agricultural products are on a lot of people's minds, and Westminster wants to support anyone whose goal is to produce food, fiber, biomass fuel etc. either for their family or for the greater community. We have been working with several other North Worcester County Agricultural Commissions this past year to expand the economic options for local food and fiber throughout the entire region.



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

There are currently 18+ farms selling products either directly (farm stand and/or CSA and/or farmers' market) or through existing wholesale markets. There are currently 20+ related businesses (honey, landscaping, horticulture etc.) operating in and out of Westminster.

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

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

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

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

Value added production is essential if agriculture is to continue to thrive in Westminster. This allows for the farmer to net the greatest return from the investment of time, money and land. These products could include (but would not be limited to) sauces, jams, jellies, pickles, yogurt, salsa, cheese, charcuterie (sausages and other cured meats), baked goods and other ready to eat foods. There are strong moves in the region to create an active aggregation/distribution center in Gardner and Westminster's Agricultural Commission is actively assisting in that endeavor.

# Agricultural Commission

The Westminster Agricultural Commission sponsors and manages the Westminster Farmers' Market, held on Friday afternoons, 3:00-6:00 pm from the second Friday in May until the third Friday in October. We had a full compliment of 20+ vendors that included all of our producers plus the crafters. We hosted three events; How Does Your Garden Grow in July; Peak of the Harvest in August and Art in Agriculture in late September.

Westminster's Cultural Council and Workers' Credit Union provide the grant money to support the market's local musical talent – of all kinds. Popular returning artists include Joe Reidy, Chris Baum, Shear Bros, Hip Swayers, Sean Fullerton, Jeff Mendoza and the Big River Swing Band.

Our Holiday Market was back this year, was held at the American Legion Hall on Main St. and was well attended. Now that the Legion Hall has been sold, a new venue will have to be found for 2023.

Beyond the Farmers' Market, the Agricultural Commission is involved in other community activities ...

Our Growing Great Food & Flowers (GGFF) group had a successful eighth year by keeping the meetings on line with Zoom with people from outside of the immediate region joining in as well. We also

hosted 3 live meetings. GGFF meets every month, 2<sup>nd</sup> Sunday. Free and open to anyone who's interested in growing anything.

We continued to maintain the front of the library including colorful plantings in the front and a mix of flowers and veggies in the raised beds.

The work put in to managing the trees on Academy Hill paid off in spades. The drought rolled through the region but the amended trees held their own. The DPW was stellar in keeping the young trees watered and even watered the mature trees a few times late in the summer – the drought was unrelenting...

We worked with several other town organizations to bring the Community Preservation Act to a vote in 2022. We lost but only by 5 votes.

We are part of a coalition of local food access, food justice, & farming support groups that helped to bring a \$500,000 USDA development grant into the region for to continue to strengthen the project called Local Food Works. This is long range planning for– and much more importantly – the purchasing of locally produced foods. This is critical to the development of a more stable local food supply.

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

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

**Westminster Agricultural Commission  
Meets every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the Month**



Art in Agriculture event in September

Respectfully submitted  
**Agricultural Commission**  
 M.L. Altobelli – Chair  
 Dean Johnson – Treasurer  
 Heather Bowen  
 Sheryl Vaillette  
 Jody Jess  
 Sue Nickerson – Alternate/Secretary

*Remembering a neighbor and friend who worked tirelessly on behalf of the community.*

***Dean W. Johnson**, who owned and operated Johnson and Sons Poultry Farm, passed away December 24, 2022.*

*Dean was always a reliable and dedicated volunteer and very active in civic affairs in the Town of Westminister. Dean played a pivotal role in advocating for local farmers in the community. Among his accomplishments was the founding of the Westminister Agricultural Commission, where he served as the organization's first president.*

*Westminister chose to develop an agricultural commission, and that means we actively support people who want to learn to farm, or to support our generational farmers. Dean's heritage is absolutely tied to the land in Westminister.*

*Johnson, a third-generation farmer, was instrumental in getting the Right to Farm bylaw passed in the town in 2008. The measure promotes agriculture-based economic opportunities in the community and protects farmlands by allowing agricultural uses to function with minimal conflict with abutters and town agencies.*

*We thank him for his long time dedication and hard work and he will be greatly missed.*



**DEAN W. JOHNSON**



Butterfly release at the "How Does Your Garden Grow" event in July—excellent day!



Produce at the Farmer's Market



Close up of one of the released butterflies—called a Painted Lady

## Parks & Recreation

The Parks and Recreation Commission are made up of several community members in promotion of recreational opportunities for the residents of Westminster and our guests. In 2022 Parks and Recreation successfully provided a Summer Recreation Program to many elementary age residents for six



weeks throughout the summer as a drop off center.

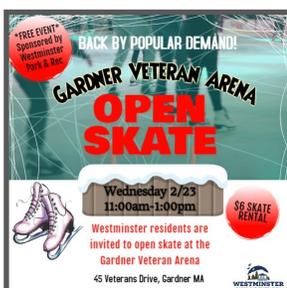
It was a busy year for the Commission, we hosted an Easter Egg Hunt on Academy Hill with a meet and greet with the Easter Bunny, two outdoor summer concerts featuring Fred Ellsworth and the Cashwood Band, and the Evan Foisy Band with food trucks and a bounce house.

We held an outdoor movie night featuring Sonic 2 on the baseball fields across from the school and we ran the kids activities at the Neighbors Helping Neighbors event.



We had another successful Halloween on Bacon Street with Trunk or Treating and closed the year with our annual Christmas Tree Lighting with caroling, s'mores, cookies and hot cocoa on Academy Hill.

In addition, we rented Pickle Ball courts for residents at Game On and hosted open skate at Gardner Veterans Arena during school vacation weeks.



We installed irrigation on academy hill and planted flowers around the new trees. Westminster Baseball converted the minor league mound to better suit softball and they rebuilt the Babe Ruth mound during the annual spring clean-up event.



Park and Recreation has been working to expand the recreation opportunities in town. We have focused our attention on having a new playground built that will allow all town residents access to climbing structures and swings outside of school playgrounds which are in use



# Parks & Recreation

from before school until 6pm during the school year. We have identified two ideal locations, the Old Town Hall on Bacon Street, and the second option is across from the gazebo on Academy Hill, to the right of the Azarian Barn. Once the location is decided we intend to put forth a RFP for engineer and design bids.

In addition to the in-town playground, we are focused on expanding our fields for various youth recreational leagues for soccer, football, lacrosse, field hockey, cheering and other sports throughout Westminster. At the present time Westminster has very limited access to town owned multiuse fields for our youth and public sports. Our youth sports leagues have to share limited field times at our schools or travel outside our community. There is only one true game field available at Oakmont Regional High School which is in high demand. Preliminary planning has indicated that we should be able to have three multi-use fields built on Colony Road. We submitted a capital plan request for the colony road engineer and design. In addition to the three multi-use fields, we are proposing substantial parking, a perimeter walking path, pickle ball courts and other uses.

The Parks and Recreation Commission is looking forward to the community's support in these two projects that are designed to enhance the services and recreation opportunities for families in Westminster. We will continue to update the community about our projects and activities through the town's webpage and our Facebook page, [www.facebook.com/WestminsterParksandRec](http://www.facebook.com/WestminsterParksandRec). Please visit often to stay up to date on the latest events and activities taking place throughout the year. In 2023, we hope to expand on our events and activities and will be introducing subcommittees. Additionally, we plan to progress our multi-use field complex and playground projects along with other recreation activities that we are exploring.

Respectfully Submitted:  
**Parks & Recreation Committee**  
 Jason Cox  
 Jessica Costa  
 Rebekah Traylor  
 Brad Forrest



## 2022 Parks & Recreation Events

## *Hager Park Commission*

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

The Commission maintains a network of hiking and riding trails within the Hager Park and Rambler parcels. These trails are open to the public and we are happy to see them used. Many of the trail corners are marked with white metal signs or diamond-shaped plastic markers.

The Commission typically holds regular meetings in either of the meeting rooms on the first floor of the Town Hall on the 2<sup>nd</sup> Thursday of each odd-numbered month. (Please check the town website to determine the time before trying to attend.) The public is welcome to attend. More information about Hager Park can be found on the Town's website. This site can be reached easily using [www.hagerpark.com](http://www.hagerpark.com). Our old trail map and photographs can be viewed there.

The following is a summary of major activities during 2022:

### Normandin / JEKN, LLC Property Donation

This property donation involves a 6.12 acre parcel of land located behind 24 Hager Park Road. The parcel abuts both the main part of Hager Park and the Rambler Recreation Area. Local surveyors, Whitman and Bingham (now Haley-Ward) donated their time to produce a plan of the property. In the first part of 2022, this plan was presented to the Zoning Board of Appeals for a variance to create the new property lines. The variance was granted and then the plan was endorsed by the Planning Board. Currently, a deed is being drafted to transfer the property to the Town. This donation has been in the works for nearly 15 years and will be a great addition to Hager Park.

### Memorial Bench

The Commission voted to accept the donation of a granite bench memorializing Donna Brownell, a local environmental activist, who raised awareness of the ecological aspects of many projects around Westminster through an organization named "Watchdogs for an Environmentally Safe Town" (WEST). Her work led to better outcomes for projects like the Westminster Business Park and new ski trails near an old growth forest on Mount Wachusett.

The bench will be installed near the trailhead of the perimeter trail around the 18 acre part of Hager Park on the west side of Hager Park Road.

### Trail Maintenance

The past year has been a good one for trail maintenance at Hager Park. It started with former town planner, Steve Wallace's plan for celebrating National Trails Day locally. With the Open Space Committee, he organized two trail maintenance days to help both Hager Park and Crocker Pond Recreation Area.

The first day was held on Saturday, June 4<sup>th</sup> and the commissioners were joined by six volunteers. Two new lengths of the Perimeter Path were cut and cleared. The first segment involved relocating a trail that was interrupted by the Cemetery Department's new expansion and the second moved a part of the trail that was too close to a new house. The group then moved across Hager Park Road to work on the perimeter trail over there. Brush was cleared along this trail to provide better sight lines for new yellow trail markers that had just been installed. (See pictures on page 119)

## Hager Park Commission

The second day was on Saturday October 1<sup>st</sup>. While we didn't get as many volunteers this time, we still got a lot done. We had managed to get orange trailer markers put up beforehand, so that we could cut brush to improve the sight lines for seeing these markers for the entire length of the Perimeter Path. (See left photograph above)

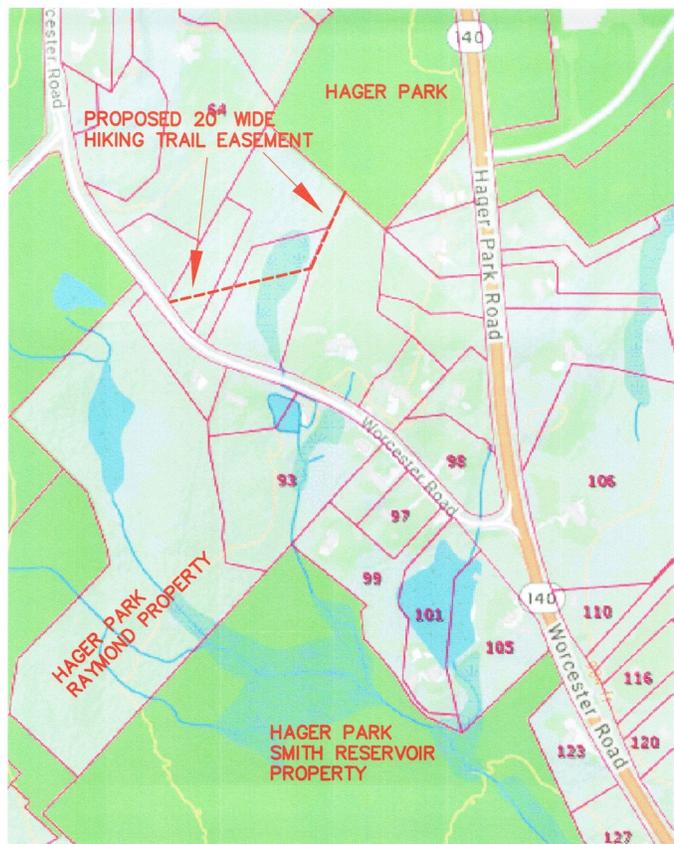
We also saw that the Cemetery Department had worked on the new part of the Perimeter Path that passes through their maintenance yard. They cleaned up this area up and then built a gravel path with new steps that transition through an existing retaining wall.



### **Wuoti – Ojanpera Trail**

While this trail is not built yet, the legal framework for it is nearing completion. This trail will connect the main parts of Hager Park on Hager Park Road with the Raymond and Smith Reservoir land off of Worcester Road. The trail will run southerly from Hager Park along a stonewall and then intercept and run with the Fitchburg water line easement road out to Worcester Road. The existing forestry landing (and future parking area) for the Raymond property is approximately 100' away on the opposite side of the road.

The Wuoti-Ojanpera Trail is named for the Wuoti Family who will be donating the easement and for family member and former Hager Park Commissioner Timo Ojanpera, who grew up on the land.



# Hager Park Commission

## Acknowledgements

We want to thank Peter Normandin and family for donating the 6.12 acres of backland at 24 Hager Park Road and Jamie Rheault and Frank Preston from Haley Ward for preparing the plans to facilitate this donation.

Thanks to Don and Jason Wuoti for their willingness to grant us a trail easement connecting the two major parts of Hager Park.

Thanks to Steve Wallace and the Open Space Committee for organizing the two trails days and to the local volunteers who showed up and helped with the maintenance work.

Thanks also to Adam Hurd for helping with the trail marking and clearing for the perimeter trail on the west side of Hager Park Road.

We also wish to express our appreciation for the help extended to us from all of the boards, commissions and departments in town. Once again, special thanks go to the Cemetery Department for this year's trail work and for continuing to store our equipment and gator in their hearse house.

Respectfully submitted,

**Hager Park Commission**

Christopher C. Mossman

Matthew E. Pearson

Alan P. Wiktorski



New trail markers at Hager Park. The orange markers on the left have been installed along the Perimeter Path on the east side of Route 140. The yellow markers on the right lead the way around the perimeter trail on the west side of the Route 140.

## *Cultural Council*

In 2022, there were sixteen grants awarded by the Cultural Council. Five grants were for programs at the Senior Center.

- \* Music is Love
- \* A Musical Journey Through the Years
- \* Concert for Seniors
- \* Hip Hop Exercise for Seniors
- \* Acoustic Memories for Seniors



Community grants were awarded to the following:

- \* Circle of Artists for their annual exhibition
- \* Westminster Agricultural Council for Entertainment at the Farmers' Market
- \* Fitchburg Art Museum for their annual exhibition
- \* Discovery Museum for Open Door Connections
- \* GALA Annual Spring Art Show



Six grants were awarded to Forbush Library.

- \* Library passes to area museums
- \* Sheryl Faye Presents: Ruth Bader Ginesburg, "I Dissent."
- \* Alleviate Stress in the Moment
- \* Magic at the Library
- \* Cycle of Memory
- \* "Yours for Humanity" Abbey Kelley Foster

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

In September of 2023 the Westminster Cultural Council will again solicit applications for Cultural Council Grants. We strongly encourage individuals, schools and other local organizations to submit applications. More information can be obtained at the Massachusetts Cultural Council website [www.massculturalcouncil.org/](http://www.massculturalcouncil.org/)

The Westminster Cultural Council welcomes new members. Cultural Council members are appointed by the Select Board to serve for three years. If interested, please contact a WCC member. The council meets as needed and votes on new grants in November.

Respectfully submitted,  
 Patricia McAllister, Chairperson  
 Darcy Linnus, Secretary  
 Linda McClenahan, Treasurer,  
 Bette Roy,  
 Nancy Swanson,  
 Cindy Flynn,  
 Jim Hedlund



Members: (L to R): Nancy Swanson, Bette Roy, Pat McAllister, Linda McClenahan, Darcy Linnus, Cindy Flynn, and Jim Hedlund (not pictured)

## Historical Commission

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



We continue our program to identify and honor homes that are historically and architecturally significant. This past year, WHC ordered honorary historical house and barn plaques:

- Abigail Ware House, built in 1840, 3 Pleasant Street
- George Whitney House, built in 1823, and Barn, built in 1821, 27 North Common Road

Town residents who own a historically significant house and are interested in ordering an honorary historical plaque for their home, may contact the Historical Commission by sending a request in writing to Town Hall, 11 South Street, Westminister, MA 01473 to the Attention of the Westminister Historical Commission.

In January 2022, the Westminister Historical Commission supported the Historical Society's letter of interest for a Preservation Grant to cover half the cost of replacing the water table and first two rows of clapboards on the façade of its building at 110 Main Street building.

- Members of the Historical Commission met with the Capital Planning Committee on January 26, 2022 to discuss cost of renovating and adding a handicap accessible restroom to the Farmer's Cooperative building located on 62 Leominster Street.
- WHC received a quote from a local architect for the Farmer's Cooperative renovations.
- WHC submitted Farmer's Coop cost information to the Capital Planning Committee, including inflation rates of 5% over a 10-year period.

The Westminister Historical Commission is in the process of compiling a list of historically and architecturally significant structures that have been destroyed or demolished over the years. Most recently the 1812 Frank Fenno Cottage at 6 Marshall Hill Road and the 1850 Otis Flagg House at 32 Lanes Road were demolished and new homes occupy these lots. Additionally, in the past few years we have lost the 1820 Jonathan Sawin House at 1 Minott Road and the 1829 Foster House at 19 Academy Hill Road.

This increasingly alarming trend presents obstacles to the commission's mandate to promote historical preservation in our town and impacts the rural character and small town atmosphere which townspeople have repeatedly indicated on surveys that they value and want to preserve.



*Farmer's Camp*

The Town Clerk's office mailed 3,647 census forms in 2022 that included Westminister Historical Com-

# Historical Commission

## Results of 2022 Survey

#1 In Massachusetts, over 150 communities have enacted a Demolition Delay By-law in order to save existing historic homes from demolition. This enables homeowners and the town up to 12 months to find an alternative to razing these homes, (often relocating and/or repurposing the house before proceeding with the demolition). Are you in favor of the idea of a Demolition Delay Bylaw for Westminster?

Yes	1,274
No	258
Not Sure	291

#2 Old stone walls are a significant and unique feature in New England towns. Westminster is losing its stone walls, which enhance the roads we drive on. In Massachusetts many communities have enacted a Scenic Drive By-law which protects old stone walls from being removed. Are you in favor of a Scenic Drive by-law in Westminster?

Yes	1,445
No	201
Not Sure	177

The Historical Commission welcomes new members. If you are interested in serving on the commission, please express your interest to the Select Board.

Respectfully submitted,  
**Historical Commission**  
Roni Beal, Chairperson  
Joan Longcope, Vice Chairperson & Treasurer  
Carole Bramante, Secretary  
Betsy Hannula, Member-at-Large  
Nicholas Langhart, Member-at-Large



Natural beauty after the storm



Members: (L to R) Carole Bramante, Joan Longcope, Nicholas Langhart, Betsy Hannula, Roni Beal



Fall at Meetinghouse Pond



# TOWN BENEFIT NEIGHBORS HELPING NEIGHBORS



**Neighbors Helping Neighbors**  
Westminster, MA | Est. 1987

### BENEFIT DAY SCHEDULE

- 10:00am:** 5K FUN RUN BY ZEN YOGA WELLNESS  
WALKERS WILL BEGIN AT 10:00AM  
RUNNERS WILL BEGIN AT 10:30AM  
PLEASE HELP SPREAD THE WORD
- 11:00am:** BENEFIT OPENS FOR THE DAY  
NATIONAL ANTHEM PERFORMED BY THE OAKMONT CHOR  
ALL BOOTHS, FOOD TRUCKS, ACTIVITIES OPEN FOR THE DURATION OF THE BENEFIT!
- 12P-2P:** LIVE MUSIC BY FRED ELLSWORTH  
WESTMINSTERS OWN FRED ELLSWORTH WILL BE PERFORMING LIVE FROM THE GAZEBO STAGE
- 2:30PM:** ANIMAL ADVENTURES, OF BOLTON MA  
ANIMAL ADVENTURES WILL BE PRESENTING A LIVE AND INTERACTIVE EXOTIC ANIMAL SHOW FROM 2:30P-3:30P. FEATURING ALL YOUR FAVORITE REPTILES, BIRDS, LIZARDS AND MUCH MORE!
- ALL DAY LONG:** CHINESE AUCTION - OVER THE TOP - BENEFIT BOUTIQUE  
KIDS CARNIVAL GAMES - CARICATURES - INFLATABLE YOUTH ZONE  
SCHOOL SUPPLY STORE - PULL TABS - CORNHOLE GAMES  
MANY FOOD TRUCKS - FRIED DOUGH - STRAWBERRY SHORTCAKE MUFFIN PAN GAME





**HOURS**  
By Appointment Only  
Monday 9-6  
Tuesday 9-6  
Wednesday 9-5  
Thursday 9-7  
Friday 9-4  
Saturday 2-5  
(emergency only)

WASTE  
HANDLING  
SERVICES



# Planning Board / Town Planner

## INTRODUCTION

The Planning Board is a five member elected board with a term length of three years. The Planning Board holds twice-monthly public meetings on the second and fourth Tuesday night of each month.

The current board members and their term expiration dates are as follows:

Gregg Buckman, Chair	2024
Marie Auger, Vice Chair	2023
Dan Bartkus	2023
Jacklyn Nally	2023
Jody Snyder	2025

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

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

In September 2022, after 12 years of service Stephen Wallace, Town Planner left Westminster to pursue other professional opportunities. Tracy Murphy was hired as the new Town Planner and began her post fulltime in November. The Town Planner position assists the Planning Board with its review of all development plans under the Board's jurisdiction. The Planner is also responsible for preparing and updating the Town's Community Master Plan, and coordinating the Town's economic development activities by working with the Economic Development Committee. Other Town Planner duties include preparing grant applications and long-range planning studies, representing the Town in State and regional planning initiatives, and working on special projects assigned by the Select Board, Planning Board and Town Administrator.

## DEVELOPMENT OVERVIEW

In 2022, the Planning Board approved the following applications:

- Site Plan to construct a 600,000 square foot warehouse with 25,000 square feet of office space on Lot I-7 within the Westminster Business Park (Tax Map 72, Lot 1).
- Definitive Subdivision for a 10-lot cluster housing subdivision (Porter Page Road) off Bean Porridge Hill Road (Tax Map 29, Lot 3).
- Site Plan to construct a 382,500 square foot warehouse on Lot I-8 within the Westminster Business Park (Tax Map 72, Lot 2).
- Stormwater and Earth Removal Permits to remove 965,000 cubic yards of material for Lot I-8 within the Westminster Business Park (Tax Map 72, Lot 2).



Tracy Murphy, Town Planner

## *Planning Board*

- Site Plan to add 80,000 square feet to the existing warehouse at 95 Aubuchon Drive (Tax Map 100, Lot 78).
- \* Stormwater Management Permit to disturb 3.47 acres of land at 8 Worcester Road (Map 110, Lot 74)

### **APPROVAL NOT REQUIRED PLANS**

A division of land that has frontage on an existing Town way or on a subdivision road that has been constructed or bonded may be submitted to the Planning Board for Approval Not Required (ANR) endorsement. The ANR process is also used to convey parcels of land or adjust lot lines. The Planning Board endorsed the following ANR plans in 2022:

ANR plan for Mathew Pearson for property located at 152 Bragg Hill Road (Map 11, Lot 1).

ANR Plan for William Wintturi, creating one building lot from his land at 174 Worcester Road (Tax Map 149, Lot 9).

ANR plan for Gary Smith to create two new building lots at 54 East Road (Tax Map 139, Lot 15).

ANR plan for Victor Pelletier, transfer a portion of his lot to an abutter, Laurie Lane – Rear (Tax Map 138, Lot 34).

ANR plan for Greenstone Realty LLC, 5 new building lots at 8 Worcester Road (Tax Map 110, Lot 74).

ANR plan for Marcia Robinson, one new house lot off 25 Barrel Road (Tax Map 19, Lot 21).

ANR plan for Aalto Living Trust, 161 Davis Road, lot line adjustment, no new building lots (Map 183, Lots 16 & 17).

ANR plan for Howard & Mary Blanchard and Cecile Kelemen, land swap (no new building lots) at 247 & 249 West Princeton Road (Tax Map 190, Lots 2 & 4).

ANR plan for JP Dell LLC for one new house lot on Potato Hill Road (Tax Map 29 Lot 3).

ANR plan for Jeffrey McAdams for one new house lot at 146 Minott Road (Tax Map 157, Lot 1).

ANR plan for Sherry Gelinas, creation of three new building lots with only one having frontage in Westminster, West Princeton Road, (Tax Map 205, Lot 1).

ANR plan for Elizabeth Friberg, creation of one new building lot at 164 Worcester Road, (Tax Map 162, Lot 1).

ANR plan for Mathew & Jacqueline Nowlan, creation of one new building lot at 76 Knower Road, Tax Map 134, Lot 2.1).

During 2022, the Planning Board completed the following activities:

The Planning Board provided comments on all of the applications before the Zoning Board.

The Planning Board provided comments to the Select Board on citizen requests to withdraw land from the State's Chapter 61 taxation program.

Submitted Zoning Bylaw revisions

# *Planning Board*

## **GRANTS**

- \* The Town received a District Local Technical Assistance (DLTA) grant to start work on the MBTA Communities affordable housing zoning.
- \* The Town received a One Stop for Growth- Site Readiness Program grant in the amount \$418,700 to fully permit and design improvements to the Route 2A/Depot Road/Bathrick Road intersection.
- \* The Town Planner continues to research suitable grant opportunities and passes them on to relevant departments.

## **RESEARCH**

- \* Working with the Treasurer-Collector, the Town Planner prepared an analysis of tax delinquent properties, evaluating them for potential municipal use (done annually).

The Town Planner researched the status of old and outstanding subdivisions and shared the results of this research with other municipal departments (done annually).

## **LONG-RANGE PLANNING**

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

Planning Board Chair, Gregg Buckman serves as the Planning Board's delegate to the Montachusett Regional Planning Commission and the Montachusett Region's Joint Transportation Committee.

## **2022 ANNUAL TOWN MEETING**

For the Annual Town Meeting in May 2022, the Planning Board sponsored the following zoning amendments:

- Change all Zoning Bylaw references of the Board of Selectmen to Select Board.
- Clarify the applicability section of the solar power bylaw.

## **PLANNING DEPARTMENT ACTION PLAN FOR 2023**

The Town Planner will undertake the following tasks in 2023:

1. Update the Town's Floodplain Bylaw to State standards in anticipation of receiving new Flood Rate Insurance Maps (FIRM) from the Federal Emergency Management Agency.
2. Reconvene the Economic Development Committee.
3. Continue to oversee the senior housing project and assist the developer (Commonwealth Community Developers) as needed.
4. Continue to work with the Open Space Committee on implementing the recommendations of the Town's 2022 Open Space & Recreation Plan.
5. Work with the Open Space Committee to host a Saturday morning trail maintenance days.

## *Planning Board*

6. Continue to manage the Planning Board's caseload on a day-to-day basis.
7. Assume and manage the Zoning Board of Appeals' caseload on a day to day basis.
8. Coordinate activities between the Town, State, owners of the Westminster Business Park and warehouse tenant regarding the redesign and reconstruction of the Depot Road/Route 2A intersection and manage any corresponding grant applications and administration duties.
9. Continue to participate in MRPC's Brownfields Steering Committee and Comprehensive Economic Development Planning Committee.
10. Continue to search out grant opportunities that are appropriate for Westminster.
11. Work with the Treasurer/Collector on the annual analysis of tax delinquent properties.
12. Continue to represent Westminster and advocate for its interests at State and regional meetings.
13. Continue to assist the Greater Gardner Chamber of Commerce's economic development working group with marketing our region.
14. Continue to assist the Town Administrator with the planning and implementation of the Town's funding received as part of the American Rescue Plan Act (ARPA).
15. Other special projects as assigned by the Select Board and Town Administrator.

You can direct any planning questions or comments to the Planning Board or Town Planner, Tracy Murphy at (978) 874-7414 or [tmurphy@westminster-ma.gov](mailto:tmurphy@westminster-ma.gov).

Respectfully submitted by:

Tracy Murphy  
Town Planner



# *Economic Development Committee*

## INTRODUCTION

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

The Economic Development Committee is comprised of the following individuals:

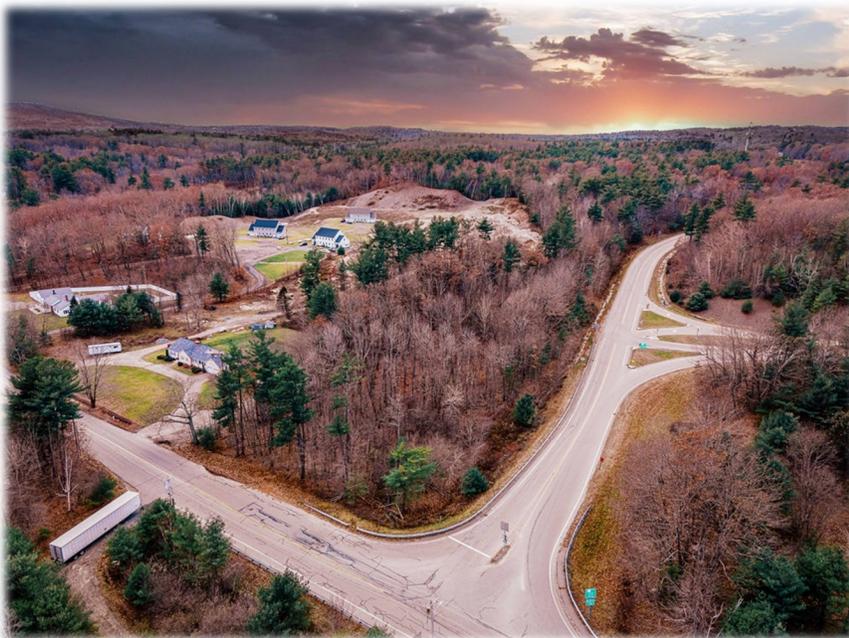
Joe Serio – Chairman  
Jeff Crowley – Vice Chairman  
Eric Callahan  
Ralph LeBlanc  
Vacant, Select Board Representative



The last meeting of the Economic Development Committee was held in February 2021. Despite this, the economic development brochure is on the EDC web page on the Town's website and paper copies were distributed to tourist destinations throughout the region.

The Committee will reconvene in early 2023 to determine goals of the committee and establish strategies to accomplish them.

You can direct any economic development-related questions or comments to EDC members or to Town Planner Tracy Murphy  
978- 874-7414 ▪ [tmurphy@westminster-ma.gov](mailto:tmurphy@westminster-ma.gov).



# Open Space Committee

Building off the citizen enthusiasm generated by updating the Town's Open Space & Recreation Plan, the Town was able to revitalize its long dormant Open Space Committee.

The Committee is an advisory group, appointed by the Select Board, and is responsible for implementing the Town's Open Space & Recreation Plan and advising the Town on land preservation matters. The Committee also researches appropriate opportunities for protecting land from development.

The current board membership is as follows:

- Sue Millman, Chair
- Jody Snyder
- Amy Tisdale Tetrault
- Isiah Grigos
- Marie Auger, Planning Board Representative
- Heather Billings, Selectmen's Representative



Town Planner Stephen Wallace served as staff support through September 2022 when he ended his 10+ year tenure as Westminster's Town Planner. Starting in October 2022, the new Town Planner, Tracy Murphy serves as staff support.

In 2022, the Open Space Committee met ten times to work on the Action Items found in the Town's 2021 Open Space & Recreation Plan. The Committee's activities for 2022 included:

- \* Drafted a policy with the Select Board for how the Town handles Chapter 61 land withdrawal requests from landowners.
- \* Worked with both the Crocker Pond Committee and the Hager Park Commission organizing trail maintenance days on June 4, 2022 & October 1, 2022.
- \* Hosted a land protection workshop on March 12, 2022 in partnership with the North County Land Trust using a neighborhood outreach grant.
- \* Provided input to the Select Board concerning several Right of First Refusal opportunities from chapter 61 land withdrawals.
- \* Provided input on the new all-encompassing recreation page for the Town's website.
- \* Began work to update the trail inventory.
- \* Began work on a scenic road bylaw.



The Committee welcomed the following special guest speakers for its 2021 meetings:

- Dick O'Brien, Trail Planning Consultant
- Chris Mossman, Hager Park Commission
- Don Sirfert, Local mountain bike group
- Sheri Bean, MRPC Trails Coordinator
- Kayla Kress, MRPC GIS & IT Analyst
- Brian Sargent, Student



The Committee meets on an as-needed basis. Please direct any questions or comments regarding the activities of the Open Space Committee to Town Planner, Tracy Murphy at (978) 874-7414 or [tmurphy@westminster-ma.gov](mailto:tmurphy@westminster-ma.gov).



TRAIL MAINTENANCE DAY  
MANY THANKS TO THE VOLUNTEERS

## Conservation Commission

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



The year 2022 was, as last year, one of a very busy and active agenda with public hearings and meetings for a wide range of projects from commercial development, subdivisions and small single family upkeep projects and larger scale industrial/commercial proposals and continues to ensure quality results for our numerous solar developments. The Conservation Commission resumed in person meetings as the pandemic numbers had reduced substantially and re-openings were commencing. With staff still able to use the office in a staggered schedule to comply with prior Covid-19 protocols, the commission continued to provide uninterrupted customer service.

The Commission Agent continues to examine the local by-law and anticipates drafting proposed revisions for the 2023 calendar year. He also has started working with the town on the e-permitting process and has maintained a cloud repository to enable the commission to review plans for public hearings remotely. The Commission continues to work with the town on implementing new storm water mandates from the EPA and working towards compliance both by procedure and with any necessary codification as well as aiding with the community Notice of Intent to the EPA under the "MS4" regulations. The Commission is also actively participating in the establishment of local stormwater regulations currently being formulated by the planning board and Town Planner. The Commission Agent has worked towards management of locally owned open space. Yearly monitoring by the agent of Conservation Restricted lands show our open spaces to be in wonderful condition.

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

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

Respectfully Submitted,

### Conservation Commission

Daniel Bartkus, Chair

Tim Sheehan, Vice Chair

Anthony Maressa, Member

Carrie Monty, Member

Vic Pelletier, Member

Susan Kalagher, Administrative Assistant

Matthew S. Marro, Agent

Conservation Agent:

Matt Marro



## *Building Department*

The Building Department continues to be quite productive, processing another record number of permits, mostly for new roofs, windows, residential solar panels, weatherization, and alterations/ additions. We did see a big jump for Plumbing and Electrical Permits in 2022. For the second consecutive year, the Building Department did see a decrease in new single-family homes, with twenty-two.

Despite fewer new homes being built in Westminster, there were a couple of new, small developments started on Jordan Lane and Proctor Drive.

Residential solar panels continue to increase this past year, with permits issued for sixty-four homes, as well as permits for Wood/ Pellet Stoves, totaling thirty-seven.

2022 saw a new commercial solar array field started off Overlook Road. That projected is expected to be completed in 2023.

Wire Permits, as well as Plumbing and Gas Permits, are now accessible through our Viewpoint permitting software, which can be accessed through the town website. Permit applications for Wire, Plumbing, and Gas can now be submitted online along with permit fees. As always, these permits will be available to be submitted manually at the Building Department.

All permit application forms are still accessible at the Town of Westminster website under the Building/ Zoning Department – Downloadable Forms, and all of the permit applications are fillable PDF documents. Applicants can save time by directly typing in the information, print out and submit, and as always, hard copies are always available at the Building Department.

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

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

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

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

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

The Building Department is located on the second floor, Room 211, of the Town Hall. The office hours are Monday 7:00 am – 7:00 pm, Tuesday – Thursday 7:30 am – 4:30 pm, Friday Closed.



# *Building Department*

Respectfully submitted,

Paul R. Blanchard  
 Building Commissioner/  
 Zoning Enforcement Officer

<b>WESTMINSTER BUILDING DEPARTMENT</b>			
<b>Permit Activity for 2022</b>			
Type of Building Permit	Number of Permits	Total Construction Value	
<b><u>Residential</u></b>		<i>000's</i>	
One Family Dwellings	22	\$6,885,616	
Two Family Dwellings	1	\$288,250	
Alternations/Additions	71	\$2,999,616	
Accessory/Garages	19	\$1,104,579	
Swimming Pools	23	\$927,517	
Solar Panels	64	\$1,837,282	
Decks/Porches	26	\$587,763	
Sheet Metal	12	\$99,640	
Wood/Pellet Stoves	37	\$149,975	
Demolition	11	\$237,350	
Other- Roofs/Siding/Windows/Insulation/ Signs	117	\$2,066,064	
Foundation Only	1	\$10,000	
Weatherization	82	\$354,279	
<b><u>Commercial</u></b>			
Commercial / Solar Array Fields	1	\$7,786,088	
Alterations/Additions	3	\$142,500	
<b>TOTAL BUILDING PERMITS</b>		<b>490</b>	<b>\$25,476,519</b>
<b>FEEES COLLECTED IN 2022</b>			
Building Permits	490	\$219,524	
Gas Permits	143	\$10,850	
Plumbing Permits	322	\$31,000	
Wiring Permits	482	\$67,135	
Safety Inspections	18	\$1,770	
<b>TOTAL PERMITS &amp; FEES</b>		<b>1455</b>	<b>\$330,279</b>

## *Energy Advisory Committee*

The Energy Advisory Committee is charged with helping our town reduce energy use while making the energy we do use less expensive and cleaner.

In 2022, amidst astounding increases in global energy prices, the Energy Advisory Committee continued our efforts to save money for the town while simultaneously helping all of New England to clean up our energy supply, reducing our dependency on the volatile price of fossil fuels.

The solar Net Metering contract offered by Kearsarge Energy is now in its fourth year, earning the town a 20% reduction off the National Grid rates. As reported at the Fall 2020 town meeting we are on track to save the town more than \$20,000 per year by purchasing solar power for a portion of our electricity usage.

As town residents are surely aware, the price of electricity has risen drastically in the past several months, due to numerous global petroleum product issues. Working with our partner, the Power Options energy purchase consortium, the Town of Westminster has renewed our competitive contract, resulting in a 54% lower price for electricity used by town buildings, streetlights, and key utilities such as water and sewer pumping stations.

The most recent set of efficiency projects funded by the Green Communities program is complete. During 2022 we completed the work on the installation of new, energy efficient, LED light fixtures to replace less efficient existing lighting in the Town Hall, Library, Elementary School and Meetinghouse School. In addition, street lighting has been upgraded with LED replacement fixtures.

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

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

Through multiple projects over many years, our energy savings to date is approximately \$30,000/year from efficiency improvements to lighting systems, building insulation HVAC control upgrades, high efficiency pumps and storm windows. Because this was funded through state grants, no town funds were spent.

The five volunteer members of the Energy Advisory Committee are Doug Hurley (Chairman), Kerry Koskinen (Secretary), Kevin Keena, Isaiah Grigos, and Heather Billings. We are always open to more participation from any neighbors who are interested in helping the town save money by having cleaner air and water.

Please check our webpage on the Town of Westminster website for more information if you are interested or willing to help.

Respectively submitted,  
Energy Advisory Committee



# HALLOWEEN

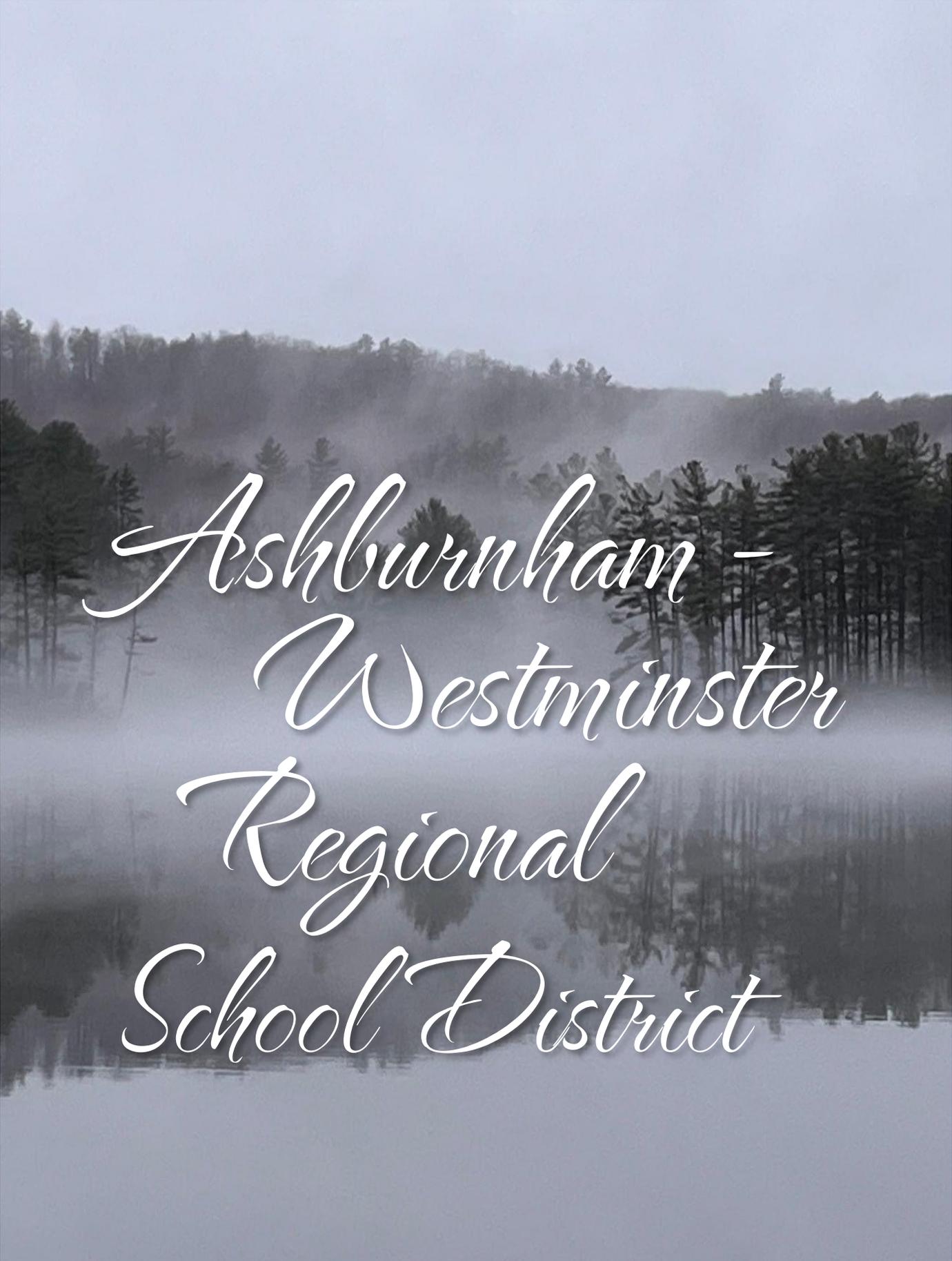


TRUNK OR TREAT



TRICK OR TREAT





*Ashburnham -  
Westminster  
Regional  
School District*

*Ashburnham Westminister Regional School District*



**SUPERINTENDENT OF SCHOOLS  
OFFICE**

11 OAKMONT DRIVE  
ASHBURNHAM, MA 01430  
TELEPHONE: (978) 827-1434

**OAKMONT REGIONAL HIGH SCHOOL**

9 OAKMONT DRIVE  
ASHBURNHAM, MA 01430  
TELEPHONE: (978) 827-5907

**OVERLOOK MIDDLE SCHOOL**

10 OAKMONT DRIVE  
ASHBURNHAM, MA 01430  
TELEPHONE: (978) 827-1425

**J.R. BRIGGS ELEMENTARY SCHOOL**

96 WILLIAMS ROAD  
ASHBURNHAM, MA 01430  
TELEPHONE: (978) 827-5750

**MEETINGHOUSE ELEMENTARY  
SCHOOL**

8 SOUTH STREET  
WESTMINSTER, MA 01473  
TELEPHONE: (978) 874-0163

**WESTMINSTER ELEMENTARY  
SCHOOL**

9 ACADEMY HILL ROAD  
WESTMINSTER, MA 01473  
TELEPHONE: (978) 874-2043

# Ashburnham Westminster Regional School District

## AWRSD SCHOOL COMMITTEE MEMBERS

<u>ASHBURNHAM</u>		<u>WESTMINSTER</u>	
CHRISTINE EDDY	TERM EXPIRES 4/2023	COURTNEY-ROSE MCGEE	TERM EXPIRES 4/2024
B. ELLEN HOLMES	TERM EXPIRES 4/2023	KIMBERLY RUSSO	TERM EXPIRES 4/2023
KYLE JOHNSON (VC)	TERM EXPIRES 4/2025	JANET SMITH	TERM EXPIRES 4/2025
WINIFRED KENDER	TERM EXPIRES 4/2024	JUSTIN SPARKS	TERM EXPIRES 4/2023
JENNIFER STORM (S)	TERM EXPIRES 4/2025	ANDREW STORM (C)	TERM EXPIRES 4/2025

(C) = CHAIRPERSON

(VC) = VICE CHAIRPERSON

(S) = SECRETARY

## DISTRICT ADMINISTRATION

DR. TODD STEWART	SUPERINTENDENT OF SCHOOLS
JULIE SUPRENANT	DIRECTOR OF FINANCE
STACEY CHRISTIANO	DIRECTOR OF HUMAN RESOURCES
ERIC DEHAYS	DIRECTOR OF TECHNOLOGY
PAUL DUBOIS	DIRECTOR OF CURRICULUM
JUSTINE MUIR	DIRECTOR OF PUPIL SERVICES
ALLY LAW	DIRECTOR OF HEALTH & WELLNESS
ERIC DAWLEY	DIRECTOR OF ATHLETICS

## Mission

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

## Vision

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

# *Ashburnham Westminster Regional School District*

## SCHOOL ENROLLMENT INFORMATION Breakdown of Pupil Enrollment (As of December 1, 2021)

Grade	Ashburnham	Westminster	School Choice	Total
PK	45	39		84
K	77	81		158
1	78	89		167
2	68	93		161
3	68	92		160
4	84	119	4	207
5	85	85	3	173
6	80	90	2	172
7	76	102	5	183
8	92	100	4	196
9	75	84	13	172
10	64	79	12	155
11	56	88	16	160
12	72	75	16	153
ACE	4	2	1	7
<b>Totals</b>	<b>1024</b>	<b>1218</b>	<b>76</b>	<b>2308</b>

## SCHOOL BUDGET

	FY21-22 Expense	FY22-23 Budget
<b>1000 Administration</b>	\$ 961,962	\$ 1,001,818
<b>2000 Instruction</b>	\$ 18,768,502	\$ 19,559,720
<b>3000 Other School Services</b>	\$ 2,918,075	\$ 3,001,362
<b>4000 Operations and Maintenance</b>	\$ 2,786,473	\$ 2,914,827
<b>5000 Fixed Charges</b>	\$ 4,932,702	\$ 5,059,840
<b>6000 Community Services</b>	\$ 8,000	\$ 8,000
<b>7000 Acquisition of Fixed Assets</b>	\$ 271,456	\$ 271,456
<b>8000 Debt Retirement of Debt Services</b>	\$ 693,590	\$ 669,990
<b>9000 Programs with Other Systems</b>	\$ 1,826,317	\$ 2,171,900
<b>Total</b>	<b>\$ 33,167,077</b>	<b>\$ 34,658,913</b>

# Ashburnham Westminster Regional School District

## SUPERINTENDENT'S MESSAGE

Dear Citizens of Ashburnham and Westminster,

The Ashburnham Westminster Regional School District, like the rest of the world, is transitioning back from one of the most challenging periods in history. While building back from the pandemic, we must acknowledge the toll it has taken on our students, staff and families while working to build structures that are even more resilient and flexible. I am pleased to report that the district is poised to better prepare our students for an ever-changing world than ever before. AWRSD has responded to this moment in time by pushing the ceiling even higher for all students while being even more intentional with the supports that we offer to students while they strive to achieve their goals.

Challenging students while also supporting them requires clear vision and I am excited to report that the district's school committee has adopted a new vision of the AWRSD graduate. Our vision states that "in the Ashburnham Westminster Regional School District every student is known, challenged and supported every day so that all graduates are prepared to do good and to do well while being well." Our vision exemplifies the balance between challenging and supporting all students and identifies the goals that we have for our students after they leave our halls.

In AWRSD, we are supporting the goal of challenging all students through the adoption of high quality instructional materials (HQIM) in different content areas and grade levels around the district. Amongst others, we have adopted HQIM in grades k-5 across the district in both literacy and math, with literacy HQIM being fully adopted this year and HQIM in math being adopted two years ago. In the middle grades the district is currently engaged in piloting HQIM in math and ELA. The high school is in the first year of adopting HQIM in mathematics.

Ashburnham Westminster is increasing its individualized support for students by building towards a multi-tiered system of supports. We have started this work by first strengthening our first tier, tier 1, through the curriculum work outlined above and through professional development in Universal Design for Learning. For those students who need extra intervention the district has started to increase its structures around using data, targeted interventions and monitoring the impact of those interventions.

The district (and the world) has not only begun to emerge from the global pandemic but we are optimistic that we are not only returning to the way things were but making them better for all students. While this school-year has been challenging for our students, staff and families, it has also provided new focus to the work we're doing. It is a privilege and honor to have the opportunity to work with you all every day toward ensuring that each and every one of our students is known, challenged and supported every day so that all graduates are prepared to do good and to do well while being well.

Most sincerely,



Todd D. Stewart

Superintendent of Schools



# *Ashburnham Westminster Regional School District*

## **OAKMONT REGIONAL HIGH SCHOOL**

January 2023 marks the midpoint in Oakmont's sixty-third year. The following is a summarization of the highlights from the past year. Additional information about Oakmont can be found on [our website](#) under the "About/Resources" tab /About Oakmont.

Last February we learned of the passing of retired longtime Science Teacher Dr. Shirley Griffin. Dr. Griffin's impact on Oakmont, as well as our community and state cannot be understated. Her legacy lives on with thousands of her students who she impacted through her FIFTY years as a teacher here at Oakmont. Dr. Griffin was a pioneer of Environmental education throughout New England and will be missed. A memorial was held for her in May and a scholarship was set up in her memory. Contributions can be made out to AWRSD and mailed to the high school % Dr. Shirley Griffin Scholarship. In March we also learned of the passing of longtime School Guidance Counselor and Director Dick Mackey. Mr. Mackey served Oakmont and our students for over 25 years.



In April the annual spring musical production was the Broadway hit *Mama Mia*. Oakmont's production was nominated for numerous awards and won the following TAMY awards which the Theater at the Mount awards to schools annually. BEST OVERALL PRODUCTION (Small School Division), as well as BEST DANCE ENSEMBLE (Small School Division), BEST PRODUCTION NUMBER (Small School Division) for "Voulez-Vous".

The month of June was busy with senior events. The annual night of reflection for the Senior Class was held on June 2, 2022, on Academy Hill. Annual events including the Junior/Senior relay races, academic awards night, and class night were all held according to traditions. Oakmont held its Sixty-2nd commencement on Hurd Field on Sunday, June 5, 2022. One hundred and twenty-six graduates of the class of 2022, their families, teachers from all levels in the District, and members of the School Committee were in attendance at the beautifully sunny morning commencement. On Sunday, June 12th, Oakmont inducted its second group of Outstanding Alumni and also unveiled the Outstanding alumni wall which is displayed across from the library outside the Von Deck Lecture Hall. Ten new inductees were recognized along with four of the five original inductees. Also, School nurse Susan Lofquist and Math teacher Ged Jones announced their retirement as well as Head Custodian Mike Parenteau.

In July, Assistant Principal Kathryn Miville moved up the hill to Overlook Middle School and Oakmont welcomed new Assistant Principal Jennifer Spear. Oakmont once again hosted an Extended School Year (ESY) program as well as a Learning Acceleration Enrichment Program (LEAP) for middle school and high school students.

In late August we welcomed 168 members of the class of 2026 to their Freshman Orientation. A new staff training was also held as we prepared to re-open the building for the school year. Oakmont welcomed new teachers; Biology Teacher Kathryn Bennitt, Math Teacher Matthew Brunnelle, Math Teacher Charles Pappas, Math Teacher Dylan Billings, Business Teacher Christopher Ryan, Spanish Teacher Heidi Leitia, Special Education Teacher Michael Buswell, Special Education Teacher Sheena Swanson and Adjustment Counselor Rena Payne. We also welcomed Colby Contois as the Head Custodian for the building.

## *Ashburnham Westminster Regional School District*

The 2022-2023 school year began in many ways as “normal” with the COVID restrictions being lifted. The impact of the shutdown is still being felt in many ways however. We are continuing to see an increased need for student support for social/emotional concerns as well as working to identify and fill educational gaps we are noticing that are a direct result of the closures. We continued our work toward improving how we recognize National cultural heritage months and the student council created a Diversity, Equity, and Inclusion committee who have been meeting regularly to discuss ways to increase awareness in our school and community.



In November we were notified about updates to state laws regarding school discipline. There has been a shift toward avoiding the use of suspensions except in the case of very specific incidences. The administration has been working to implement more restorative practices and will be working with staff on utilizing alternative consequences for students with behavioral incidents. We are also making a shift with regards to how substance use infractions are handled. We continue to see nicotine and marijuana use, primarily through vaping. The District has partnered with several local organizations including a grant funded program that is being piloted by Mass General Hospital and Harvard University called. Decide is an educational and diversionary program aimed at educating students on the effects of their decision to vape.



## *Ashburnham Westminster Regional School District*

On Saturday November 26th, Oakmont held its 5th hall of fame induction ceremony. Fourteen athletes, 2 coaches, 1 community contributor, and two teams were inducted. Oakmont Athletic Hall of Fame was founded in 1998 The selection committee made up of past and present coaches and administrators and members of the hall of fame. Hall of Famers Dave Uminski, Dave Laroche, and Dennis Driscoll were the emcees for the ceremony.

With a direct correlation to the Pandemic closures, and similarly to most schools in the state, we did see a dip in our MCAS scores but overall our students did very well on the 2022 MCAS; We are well above the state average in all of these areas for percentage of students who scored Advanced or Proficient.

Oakmont's Student Council was once again awarded the Gold Council of Excellence Award. It is a huge amount of work and time our students and advisor Dan Dufour put into earning this recognition. Our National Honor Society, under the leadership of Paula Stefanakos, remains very active in the community, once again raising money for the Wreaths Across America program. The Oakmont Best buddies club continues to be active and promoting inclusion for all students.



## *Ashburnham Westminster Regional School District*

The 22-23 Oakmont-Overlook Marching Spartans had another successful competition season marching 73 members performing their field show “Signals” and were recognized at multiple NESBA competitions. The Marching Spartans performance trip to Florida, which was planned last December but was canceled due to travel concerns related to the pandemic, was able to happen this year. The band performed proudly in front of thousands of people from across the globe representing Ashburnham and Westminster. All the performing music ensembles are doing well and enjoying not dealing with the restrictions that had been placed on them during the pandemic.

The Ashburnham Westminster Foundation for Academic Excellence continues to support our programs by granting requests and proposals submitted by our teachers.

The Special Education department is reviewing the supports and interventions within the inclusion setting. We are continuing to explore shifting more toward the co-teaching model to increase students’ ability to receive special education services in inclusion settings and allow us more flexibility with scheduling.

Currently, we are identifying programmatic needs as well as areas where we will benefit from professional development. We continue to evaluate and update the curriculum in Math, Technology & Engineering, and Business and plan to review and update our health and P.E. curriculum in the coming year as well. We have identified areas that we may be able to offer possible certifications and micro-credentialing into upper-level courses and will be offering the possibility of obtaining the “Seal of Biliteracy” to students. We are requesting the restoration of department chair positions that had been cut from the budget years ago. We are also requesting an additional Science (Biology) and World Language (Spanish) teacher in order to be able to increase the flexibility of scheduling, reduce class sizes, and add more upper-level course offerings such as AP Biology. We are also beginning planning for the decennial N.E.A.S.C. accreditation visit which is currently scheduled to happen in the Spring of 2025. Additionally, we have spent time analyzing our schedule and determining if the 4x4 block which we are currently using is still meeting the needs of our students. The review committee will be making some recommendations on some adjustments later this spring.

My hope is that the towns continue to support the schools and that we can continue to provide the best possible education and support for all our students.

Respectfully Submitted,

Jeffrey M. Lizotte - Principal,  
**Oakmont Regional High School**



# *Ashburnham Westminster Regional School District*

## **OVERLOOK MIDDLE SCHOOL**

Overlook Middle School continues to devote educational efforts to support all students in their adolescent development. Overlook offers a supportive team approach while focusing on rigorous academic programs designed to improve growth and promote independence. There are various and diverse opportunities for our students to develop lifelong skills and we encourage all students to participate in all that Overlook Middle School has to offer.

All students at Overlook take four core academic subjects – English, math, science, and social studies. Students also take enrichment classes in the following areas – health, physical education, resiliency and wellness, computer science, digital literacy, engineering, music, and art. Additionally, students have the opportunity to take a PALS (Preparing All Learners for Success) class or a second enrichment class. During each school day students have a 52-minute core subject class. Enrichment classes run for 70 minutes on a 22 day-cycle. PALS and second enrichment classes run for 60 minutes and are on a quarterly rotation.

At the middle school, we have over 65 faculty and staff members who are supervised by the administration of Principal Kristina Bogosh and Assistant Principal Kathryn Miville. We have an incredibly talented and dedicated team of professionals that serve our students. We cannot thank them enough for the tireless work they do day in and day out.

The 22-23 school year also welcomed several new staff members to join the middle school team!

### **School Year 22-23 New Administration and Faculty Members**

Kristina Bogosh, Principal

Thad Ciras, Computer Science

Juliana Cueroni, School Adjustment Counselor

Lindsay Davis, Special Education

Seth Desilets, Engineering

Jonathon Miganowicz, Civics

Kathryn Miville, Assistant Principal

Therese Rembetsy-Brown, Civics

Constancia Santiago, Math

Jessica Woodworth, Science

### **Curriculum Updates**

We continually evaluate our programming and instruction. Overlook is looking to implement evidence-based curriculums in all core content areas over the next couple years. We are piloting two programs in math – iReady by Curriculum Associates and Open Up Resources. We have started a trial in the program Wit & Wisdom by Great Minds for ELA classes. We hope to start curriculum renewal processes in Social Studies and Science in the next couple years as well.

# Ashburnham Westminster Regional School District

## Behavior Matrix

Overlook implemented a new behavior matrix started at the end of the 21-22 school year. We are working on making expectations clear we can have a respectful, safe learning environment with a clear matrix for expectations in all areas of the school.



## Overlook Middle School – Behavioral Expectations



<i>Expectations</i>	Classroom	Hallway/ Stairs	Bathroom	Cafeteria	Assembly	Team Room	Library	Arrival/ Dismissal	Bus	After School Activities
<b>Be Respectful</b>	Follow adult instructions  Value student differences, opinions and property  Use expected language and volume	Use expected language and volume  Keep hallway neat and clean  Maintain personal space avoiding physical contact	Respect peer privacy  Use expected language and volume  Throw paper towels in the trash only	Follow adult instructions  Use expected language and volume  Show courtesy towards all adults	Be an active participant  Follow the directions of any presenter, performer or leader  Use expected language and volume	Follow adult instructions  Use expected language and volume  Show courtesy towards all adults	Follow adult instructions  Use expected language and volume  Leave area as you found it or better	Use walkways and crossways only  Enter/Leave the building in timely manner  Use expected language and volume	Follow adult instructions  Use expected language and volume  Keep the bus clean and graffiti free	Leave area as you found it or better  Use expected language and volume  Conduct yourself as you would during the school day
<b>Be Responsible</b>	Leave area as you found it or better  Be prepared to own your actions and your words  Consume only water in the classrooms  Phones off and in lockers	Maintain personal space avoiding physical contact  Keep to the right in the halls and stairwell  Walk at all times  All personal belongings in lockers	If something is broken or dirty, report it to the office or a teacher  Keep the bathroom clean and graffiti free  Avoid physical contact with peers  Report any unexpected behavior	Choose seat and remain seated until you have permission to leave  Maintain personal space and avoid physical contact  Clean up after yourself	Choose seat and remain seated  Keep personal items in your care at all times  Maintain personal space  Clean up after yourself	Choose seat and remain seated  Leave assigned area only with permission  Maintain personal space and avoid physical contact  Keep personal items in your care at all times	Be prepared to own your actions and your words  Be sure to check books in and out  Only enter the library if there is an adult present	Exit the building only after you have been properly dismissed by the office  Maintain personal space and avoid physical contact  Walk and hold the door for those behind you	Be prepared to own your actions and words  Enter and exit the bus in an orderly manner  Avoid physical contact	Remain with your teacher/teacher until you are dismissed  Report any unexpected behavior  Exit the building when the activity is over
<b>Be Ready to Learn</b>	Be on time and ready to learn with expected materials  Stay on task as an active learner	Use lockers only at assigned times  Exit hallways in a timely manner and arrive to class on time	Wash your hands  Return to class immediately	Upon arrival, wait patiently for instructions	Leave assigned area only with permission  Stay with the group in assigned areas only	Fill in front rows first  Upon arrival, wait patiently for instructions	Keep personal items in your care at all times	Listen carefully to announcements  Be sure to check your surroundings to ensure you have all of your belongings	Keep personal items in your care at all times  Remain seated  Keep aisles clear	Arrive on time with your needed supplies  Arrange parent pickup at appropriate time

NOTE: All Handbook Expectations apply

## Washington DC Trip is back!

For the past couple of years, we have had a hold on the Washington DC trip for our grade 8 classes as a result of the pandemic. This year we have brought the trip back led by two wonderful, passionate advisors, Kristin Belkin and Colleen Moran. The new OMS PTO also was instrumental in helping to fund many scholarships needed for the trip, given the short payment timeline of getting the trip up and running again. We are excited to have the Eagles return to Washington DC in spring of 2023!



# Ashburnham Westminster Regional School District

## OMS PTO (Parent Teacher Organization) returns!

The PTO has been reinstated at Overlook for the 22-23 school year. We are fortunate to have this group of dedicated parents and teachers to help provide Overlook students and staff with additional support in funding events and activities for our students. This year the PTO raised funds through events like hot cocoa fundraisers! Next year, the PTO hopes to raise enough funds to purchase a new eagle mascot costume!



## Student Council Serving our community

The Overlook Student Council participated in a food drive to help serve both the Ashburnham and Westminster food pantries. The school donated over 1300 items to help replenish the food pantries after the holidays!



## Drama Productions

The winter production of Alice in Wonderland delighted the OMS community. Over 60 students participated in the play, which was directed by Jessica Daigle and Krystyna Normand.



## Retirements:

We celebrated the talent and dedication of three middle school teachers who have spent serving either most or all of their careers at Overlook. These goodbyes were not easy as they each leave their mark on our school in profound ways.

For the 21-22 school year:

JoAnn Mossman

For the 22-23 school year:

Kim Cormier

Donna Crowley

Kathy Marinelli

Respectfully submitted,  
Kristina Bogosh, Principal  
**Overlook Middle School**

# *Ashburnham Westminster Regional School District*

## **MEETINGHOUSE SCHOOL/WESTMINSTER ELEMENTARY SCHOOL**

Meetinghouse School and Westminster Elementary School continue to be places for students to grow and thrive socially and academically. We are thrilled to be running back to normal and with more support staff than we've ever had. We are also very fortunate to have low class sizes which allow teachers to provide more individual attention to students. The beginning of the 22-23 school year brought preschool back to MHS. We are delighted to have our little ones back in our building. As of December 2022, the total number of students attending MHS and WES was 578.

### Meetinghouse School

Grade	Students	Sec-tions	Class Size	Classroom Teachers
Preschool	32	3	8/11/13	Catherine Meagher
Kindergarten	78	5	14/16	Kristin Burke, Jen Collins, Lisa Cook Amy Correa, Missy Spuria
1 <sup>st</sup>	83	5	16/17	Sarah Quist, Isa Rebholz, Kate Romano, Melissa Sullivan, Pam Terry

### Westminster Elementary

Grade	Students	Sec-tions	Class Size	Classroom Teachers
2nd	92	5	18/19	Alicia Bizzotto, Diane Davolio, Kelly Haynes, Katie Sparks, Kerry Volke
3 <sup>rd</sup>	90	5	18/19	Sue Drake, Caron Goodwin, Danielle Grillo, Clancy Ronan, Jessie Tagan
4 <sup>th</sup>	115	5	22/24	Talia Baril, Emily Garceau, Jen Kilmartin, Juliet O'Brien, Laura Quinn
5 <sup>th</sup>	88	4	21/23	Susan Alario, Mackenzie Aveni, Cori Litalien, Eric Sifert

Between our two schools, we have over 80 faculty and staff members that are supervised

by the administration of Principal Kathleen Taylor and Associate Principal Kellie O'Brien. Beyond our faculty, we have an incredible team of support staff that keep our schools running on a daily basis. They continue to go above and beyond their regular responsibilities to assist in all capacities when we are short staffed or need an extra helping hand. The list of amazing people working in our buildings is extensive and we are indebted to their commitment to provide the best educational experience for all our students.

MHS and WES continue to share special subject teachers. During each school day students have a 40- 45-minute special subjects' class. In addition to the classes below, our 4<sup>th</sup> grade students, (our largest group of students) have a fifth special, Social Learning, taught by our school adjustment counselors. The main focus of Social Learning is to help in developing strong social skills for communication and problem solving as well as increasing the connections of students with each other.

Subject	Teacher
ART	Annie Banning
MUSIC	Kris Lucander
PHYSICAL EDUCATION	Heather Sue Luibil
TECHNOLOGY	Natalie Breen

# *Ashburnham Westminster Regional School District*

## New Faculty Members

				
Kellie O'Brien Associate Principal	Catherine Meager Preschool Teacher	Sarah Quist Grade 1 Teacher	Clancy Ronan Grade 3 Teacher	Emily Garceau Grade 4 Teacher
				Not Pictured:  Megan Capone Speech and Language Pathologist  Cassandra Benes MHS Nurse
Robin Pratt Reading Coach	Lindsey Berube Special Education Teacher	Lindsay Milne School Adjustment Counselor	Jennifer Samuels School Adjustment Counselor	

### Curriculum Updates

Our teachers and staff continue to work diligently to provide the best quality instruction.

After piloting many ELA programs last year, our staff chose to adopt the program Wit and Wisdom for grades K-5. This is a rigorous program that engages students with complex works of literature. Wit and Wisdom reaches all learners as it strengthens students' critical thinking skills. To compliment this program, we also adopted the phonics program CKLA (Core Knowledge Language Arts) for grades K-2. This program sequences deep content knowledge with researched-based foundational skills. Both Wit and Wisdom and CKLA are based on the Science of Reading. The academic gains our students have made since starting these programs is astounding. You may hear students around town use the phrases, "I wonder...", or "I noticed..." We are hearing that all over our school grounds, including the playground and cafeteria. Students are amazing us with their thoughtful questions and astute observations.

It's hard to believe that we started 2022 teaching in masks. While we continue to close gaps in learning, the literacy gap is most prevalent in our early grades. With the adoption of our new ELA curriculums, second grade is the grade that we have seen the greatest impact from Covid learning. After detailed analysis of our reading data, it was clear that we needed to think outside the box to make up for lost instructional time. After consulting with educational experts, we decided to use the first grade CKLA curriculum with a portion of our second grade students. As evident in our recent data analysis, this was the right decision. With the systematic teaching of phonics our students are making great gains in their reading. We are committed to seeing students through the entire CKLA (K-2) phonics program as they move on to higher grade levels to ensure that all students are successful, confident, fluent readers.

# Ashburnham Westminster Regional School District



As for math, this year marks the third year we have fully implemented the Bridges math curriculum. Students are showing noticeable gains with their vocabulary, math skills and usage of consistent math strategies. One key element of the Bridges math program is the Number Corner. This is a 15-20-minute lesson that focuses on math patterns, calendar activities, and the spiraling of math skills.

## **Great East Music Festival**

Our music program continues to grow and expand. The talent our students display is amazing! On Saturday, June 11<sup>th</sup>, Mr. Lucander took 4<sup>th</sup> and 5<sup>th</sup> grade music students to perform at the Methuen Music Hall for the Great East Music Festival. The judges were blown away by the sound our students produced. In fact, they compared them to some of the best middle and high school ensembles they have ever heard!

A Band – GOLD

Chorus – GOLD

Jazz Band – PLATINUM



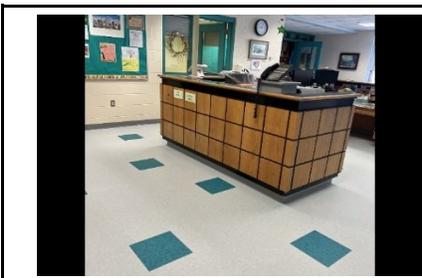
## **WES Community Garden**

For the past couple of years Tiffany Davis, our technology coach, has partnered with Harvard Forestry to research plant projects with students in grades four and five. Unfortunately, our district grounds crew has accidentally mowed down students' tagged plants on several occasions. As a result, Tiffany formed a committee and recruited volunteers to create a community garden. We look forward to watching our garden expand and improve over the years.



## **MHS Tiling Project**

Over the summer, the carpet was taken out of the MHS office, kindergarten classrooms, and the specialists' classrooms. It's amazing how much brighter these spaces now appear. Tiling will continue this coming summer with the remaining carpeted areas.



# Ashburnham Westminster Regional School District

## Start with Hello Week

During the week of September 19-23, MHS/WES participated in the national program, Start with Hello. Start with Hello was developed by Sandy Hook Promise, a non-profit organization founded and led by family members whose loved ones were lost during the mass shooting at Sandy Hook. Start with Hello week kicked off our commitment to increasing school connectedness and further developing our culture of caring and kindness at Meetinghouse School and Westminster Elementary School. Each morning 5<sup>th</sup> grade representatives led our schools with the MHS/WES Kindness Pledge and announced the theme/activity for the day.

**Monday:** Promise to Start with Hello – Students and staff wrote a “Hello Gram” for a fellow member of our school.

**Tuesday:** Promise to be Kind – Students were encouraged to complete a Kindness Scavenger Hunt throughout the week.

**Wednesday:** Promise to Reach Out and Help – Students and staff were encouraged to reach out to help at least two people throughout the school day.

**Thursday:** Promise to Embrace Diversity - Students and staff were encouraged to learn about the different cultures within their classroom and then design pinwheels to represent what they discovered (colors, pictures, words etc.). Pinwheels were displayed on our school grounds as a representation of how we embrace diversity.

**Friday:** Promise to Connect – Students and staff wore green to further promote awareness and call attention to Start with Hello week and its dedication to create a culture of inclusion and connectedness. Additionally, students and staff were encouraged to pass out kindness coins to community members.

## Walk to School Day 2022

MHS and WES are partners of the Massachusetts Safe Routes to School Program, a federally-funded initiative of Mass DOT, promoting safe walking and biking to school. On October 12<sup>th</sup>, we participated in the international Walk to School Day. We couldn't have asked for a more beautiful fall day! In fact, it was magical. We hope everyone had just as much fun as the kids.



## PTO (Parent Teacher Organization)

Our PTO is amazing! This past November the PTO ran another Booster fundraiser that ended with our first outdoor Fun Run. It was the perfect fall weather day allowing us to have many family and community members stop by to cheer on our students as they raced around the tracks. The support from the community was overwhelming as the PTO raised over \$30,000! As an incentive to beat the PTO's goal of 30,000, Mrs. Taylor and Mrs. O'Brien agreed to become mummies wrapped in toilet paper and to have students put a pie in our faces! Also joining in the fun were Mr. Eric Sifert, Mrs. Ally Law, Officer Andy Loescher, and Dr. Todd Stewart. This money is currently being spent on purchasing more playground equipment for MHS, cultural events, a rock wall for WES, and much more to support students' learning in the classroom.



# Ashburnham Westminster Regional School District

## Holiday Veteran/Senior Breakfast and Concert

In December, Mr. Lucander and our 5<sup>th</sup> grade student council invited our area Veterans and Seniors to a special holiday concert. It was wonderful to once again have community members in our schools. We hope to have a similar event in the spring.



## PTO (Parent Teacher Organization)

We continue to have the most incredible PTO. They purchased mask lanyards for every child, and bought 6 picnic tables to put between MHS and WES. Students loved using them for mask/snack breaks or just to take a rest from running around at recess. They also purchased and organized indoor individual recess fun bags for students to use during the cold winter months or rainy days. The PTO comes to our rescue all year long! This past November the PTO ran another Booster fundraiser. Once again, the support from families and community members was overwhelming. The PTO raised over \$29,000! As an incentive to beat the PTO's goal of 20,000, Mrs. Taylor and Mrs. Ayles agreed to dye their hair blue and yellow. When they reached over \$29,000, they become mummies wrapped in toilet paper! This money is currently being spent on purchasing more playground toys, cultural events, adaptive seating for classrooms, and much more.

## Retirements:

Goodbyes are never easy. In addition to the retirees below, we have one additional retirement that would like to remain anonymous. The dedication and positive impact our retirees have had on our school community will surely leave a lasting impact. We are forever grateful for their work with our children.

<p>Beth Foster Kindergarten Teacher</p>	<p>Karen Perrett Grade 3 Teacher</p>	<p>Danielle Pinkes School Adjustment Counselor</p>	

This is an exciting time in education. With new ELA programs backed by the science of reading, our students are making greater gains than we've ever seen before. As we continue to experience lots of changes, I'm confident we have a strong team moving forward and am excited for the possibilities and opportunities ahead of us.

Respectfully Submitted,  
Principal Kathleen Taylor

# *Ashburnham Westminster Regional School District*

## Annual Report 2021 | Earnings In Excess of \$500 7/1/21 - 6/30/22

EMPLOYEE NAME	JOB TITLE	GROSS EARNINGS
Ahearn, Karen	STAR AIDE	\$48,428.25
Alario, Susan	5TH GRADE	\$76,071.39
Alessandrini, Stephanie	ACHIEVE	\$64,180.11
Allain, Johanna	WINGS AIDE	\$29,049.02
Allen, Christine	SUBSTITUTE	\$600.00
Allen, Cindy	CAFE WORKER	\$10,884.05
Allen, Corinne	SUBSTITUTE	\$16,868.91
Allen, Kathy	COMPASS AIDE	\$39,171.26
Allen, Steven	SUBSTITUTE	\$565.50
Altobelli, Dana	SOCIAL STUDIES	\$102,446.00
Alves, Skylar	SUBSTITUTE	\$11,100.50
Ammesmaki, Jari	GROUNDSKEEPER	\$16,286.77
Anderson, Margaret	STAR AIDE	\$39,216.79
Anderson, Timothy	COMPASS	\$51,644.12
Archangelo, Alana	SCIENCE	\$100,008.39
Arnold, Sydney	SUBSTITUTE	\$1,015.00
Asadoorian, Derek	MATH	\$45,346.94
Asadoorian, Maureen	1ST GRADE	\$60,538.12
Aufiero, Caitlin	4TH GRADE	\$51,644.12
Aveni, Mackenzie	5TH GRADE	\$53,544.35
Ayles, Dawn-Marie	ASST. PRINCIPAL	\$93,725.00
Ayotte Leblanc, Danielle	PRE K (ABA)	\$37,683.26
Badolato, Lauren	ADJUSTMENT COUNSELOR	\$97,556.00
Bailey, Amanda	ENGLISH/LANGUAGE	\$40,552.59
Banning, Anne	ART	\$89,615.28
Baril, Talia	4TH GRADE	\$67,064.94
Barker, Megan	SUBSTITUTE	\$5,681.14
Barnard, Charles	DIRECTOR OF BLDG/GROUNDS	\$91,495.40
Barron, Cheryl	PRE K (ABA)	\$40,988.52
Barry, Gregory	ART	\$108,977.50
Barry, Theresa	ART	\$70,872.92
Barry-Ayres, Kristie	TEAM CHAIRPERSON	\$88,318.18

## *Ashburnham Westminster Regional School District*

Bastarache, Katelyn	EXTENDED DAY STAFF	\$2,999.65
Bebeau-Smith, Cathryn	RECESS/BUS/LUNCH AIDE	\$7,520.35
Becotte, Katelyn	ACADEMIC SKILLS	\$62,427.31
Bedard, Quinton	EXTENDED DAY STAFF	\$6,038.47
Beliveau, Tara	PSYCHOLOGIST	\$77,754.06
Belkin, Kristin	READING SPECIALIST	\$84,501.38
Bell, Andrew	TECHNOLOGY	\$57,062.57
Benes, Cassandra	SUBSTITUTE	\$28,954.95
Bennett, Kayla	SUBSTITUTE	\$17,583.50
Bennett, Lija	SPECIAL ED TEACHER	\$78,554.12
Berg, Troy	PHYSICAL EDUCATION	\$76,687.79
Bergin, Erin	SOCIAL STUDIES	\$58,260.34
Berube, Lindsey	SPECIAL ED TEACHER	\$15,509.04
Billings, Brian	COACHES, OFFICIALS	\$12,011.00
Bizzotto, Alicia	2ND GRADE	\$51,214.59
Blackwell, Samuel	EXTENDED DAY STAFF	\$1,360.89
Blackwood, Erica	SPEECH PATHOLOGIST	\$10,619.84
Blake, Alyssa	SUBSTITUTE	\$7,331.25
Blake, Katie	SUBSTITUTE	\$4,025.00
Bogaard, Katrina	ACE	\$21,243.24
Bogosh, Kristina	CURRICULUM/SERV COORD	\$113,760.00
Bond, Nicholas	EXTENDED DAY STAFF	\$1,471.33
Bonilla, Carmen	LUNCH MONITOR	\$1,856.00
Borsay, Gianna	HEALTH/FITNESS	\$64,264.94
Bosselait, Todd	COACHES, OFFICIALS	\$5,234.00
Boucher, Olivia	SUBSTITUTE	\$3,279.76
Brackett, Brian	SUBSTITUTE	\$3,471.01
Bradley, Paul	GUIDANCE COUNSELOR	\$47,771.82
Brasili, Trina	KINDERGARTEN AIDE	\$5,564.22
Breen, Bailey	SUBSTITUTE	\$812.00
Brennan, Kathleen	ACE	\$75,994.00
Brewer, Jillian	7TH GRADE SOCIAL STUDIES	\$59,788.58
Bridgeman, Carly	WINGS AIDE	\$5,119.06
Brogna, Rebecca	5TH GRADE	\$80,086.12
Brooks, JoAnn	SUBSTITUTE	\$2,392.51
Brostrom, Ella	EXTENDED DAY STAFF	\$3,990.03

*Ashburnham Westminster Regional School District*

Brouillard, Ashley	SUBSTITUTE	\$1,356.25
Brown, Brenda	KINDERGARTEN AIDE	\$27,778.72
Brown, Stacie	SCIENCE	\$98,149.97
Bubnowicz, Kimberly	SPEECH PATHOLOGIST	\$94,802.81
Bubnowicz, Sarah	SUBSTITUTE	\$636.13
Burke, Kristin	KINDERGARTEN	\$86,533.43
Byers, Chloey	EXTENDED DAY STAFF	\$3,501.94
Caisse, Richard	EVENING CUSTODIAN 2nd	\$39,566.98
Caldwell, Renee	SPECIAL ED TEACHER	\$84,229.06
Campagna, Beth	FOREIGN LANGUAGE	\$93,371.86
Caouette, Timothy	ENGLISH	\$88,052.12
Capone, Leslie	SPEC ED AIDE	\$1,201.78
Cardwell, Autumn	TEMP/PT STAFF	\$700.00
Carey, Ina	SCHOOL/GUIDANCE	\$26,184.18
Carignan, Jeffrey	EVENING CUSTODIAN 2nd	\$47,176.42
Caron, Kenneth	TREASURER	\$1,000.00
Carter, Jennifer	SUBSTITUTE	\$12,759.05
Cassidy, Jennifer	TEMP/PT STAFF	\$2,280.00
Champa, Rachel	ENGLISH	\$58,362.95
Chapman, Marissa	SUBSTITUTE	\$1,138.26
Chase, Deborah	RECESS/BUS/LUNCH AIDE	\$7,500.16
Chatigny, Chloe	SUBSTITUTE	\$710.50
Chatigny, Hayden	EXTENDED DAY STAFF	\$1,457.07
Checheta, Benjamin	4TH GRADE	\$9,160.82
Childress, Jill	SPEECH PATHOLOGIST	\$59,603.34
Christiano, Stacey	DIR. OF HUMAN RESOURCES	\$102,650.00
Cinclair, Richard	EXTENDED DAY STAFF	\$2,201.64
Ciras, Thaddeus	MATH	\$7,902.16
Clark, Victoria	TEMP/PT STAFF	\$1,750.50
Clinton, Madeline	DAY CUSTODIAN 1st	\$54,482.00
Cohen, Barbara	SPECIAL ED TEACHER	\$81,052.81
Coller, Tracy	SPEC ED AIDE	\$9,923.80
Collette, Rita	COMPUTER TECH	\$47,755.00
Collins, Jennifer	KINDERGARTEN	\$81,952.81
Collins, Niev	EXTENDED DAY STAFF	\$4,506.59
Comeau, Carlene	PRE K (ABA)	\$40,482.21

## *Ashburnham Westminster Regional School District*

Connell, Tracy	RECESS/BUS/LUNCH AIDE	\$8,185.30
Connell, Walter	OASIS	\$26,151.54
Connors, Rebecca	SCHOOL NURSE	\$2,350.00
Contois, Colby	DAY CUSTODIAN 1st	\$61,534.18
Contois, Steven	HEAD CUSTODIAN	\$81,357.68
Cook, Keira	EXTENDED DAY STAFF	\$1,841.83
Cook, Lisa	1ST GRADE	\$64,224.94
Cooley, Margaret	Executive Admin. Asst.	\$63,000.00
Corliss, Ashley	6TH GRADE ENG/LANG	\$64,577.22
Cormier, Brenda	COACHES,OFFICALS	\$7,161.00
Cormier, Kimberly	HEALTH	\$98,306.00
Correa, Amy	KINDERGARTEN	\$42,082.58
Correia, Jean	1ST GRADE	\$89,292.19
Corso, Valerie	SUBSTITUTE	\$30,361.70
Cote, Brian	ASST. PRINCIPAL	\$99,030.00
Cote, Shirley	SUBSTITUTE	\$2,816.63
Coulson, Samantha	EXTENDED DAY STAFF	\$5,087.27
Coutu, Joshua	MATH	\$59,132.33
Couture, Jaclyn	FOREIGN LANGUAGE	\$57,216.06
Coyne, Erin	GUIDANCE COUNSELOR	\$8,634.93
Craigen-Blood, Becky	CAFE WORKER	\$13,032.24
Creonte, Olivia	PHYSICAL EDUCATION	\$8,894.00
Crewe, Megan	SPECIAL ED TEACHER	\$66,804.94
Croteau, Peter	EVENING CUSTODIAN 2nd	\$50,304.66
Crowley, Donna	6TH GRADE SOCIAL STUDIES	\$98,306.00
Cucchiara, Craig	5TH GRADE	\$78,787.79
Cudak, Karlene	COACHES,OFFICALS	\$8,335.00
Cummings, Judith	7TH GRADE MATH	\$93,322.81
Cunningham, John	EVENING CUSTODIAN 2nd	\$51,651.86
Dabney, Brenda	3RD GRADE	\$96,842.81
Daigle, Jessica	6TH GRADE ENG/LANG	\$73,762.52
Daly, Lynn	SUBSTITUTE	\$3,316.90
Davis, Mary Jean	READING SPECIALIST	\$58,151.12
Davis, Matthew	COACHES,OFFICALS	\$8,092.38
Davis, Tiffany	TECHNOLOGY	\$106,323.64
Davolio, Diane	2ND GRADE	\$77,355.27

## *Ashburnham Westminster Regional School District*

Dawley, Eric	ATHLETIC DIRECTOR	\$110,056.45
De Cola, Kelley	OASIS	\$56,865.88
Deaver-Whittier, Regina	EARLY CHILDHOOD	\$90,249.94
Dehays, Eric	TECHNOLOGY COORDINATOR	\$95,990.00
Demarco, Derek	ACE	\$36,783.55
Demarco, Maryann	SCHOOL/GUIDANCE	\$3,690.55
Dembek, Jamie	EARLY CHILDHOOD	\$76,687.79
Dembek, Lisa	RECESS/BUS/LUNCH AIDE	\$4,281.18
Demoura, Kris	MUSIC	\$115,189.93
Denio, Lauren	5TH GRADE	\$67,604.75
Descarreaux, Kevin	COACHES,OFFICALS	\$4,191.00
Deslauriers, Kim	CAFE WORKER	\$10,644.90
Desmond, Steven	DAY CUSTODIAN 1st	\$49,043.70
Devoe, April	SPEC ED AIDE	\$24,748.14
Dewhurst, Alexander	ENGLISH	\$56,183.00
Diaz, Alexander	SPEC ED AIDE	\$13,460.85
Dilling, Kelsey	SPEC ED AIDE	\$741.86
Divoll, Shannon	SPEC ED AIDE	\$24,934.28
Dolan, Kimberley	SCHOOL/GUIDANCE	\$46,365.92
Doucette, Kaylee	SUBSTITUTE	\$2,581.00
Doucette, Patricia	SPEC ED AIDE	\$34,481.11
Douglas, David	SPEC ED AIDE	\$33,464.00
Downing, Nichole	SPEC ED AIDE	\$970.14
Drake, Sue	3RD GRADE	\$89,660.61
Driscoll, Timothy	HEAD CUSTODIAN	\$72,603.24
Dubovick, Amy	GUIDANCE COUNSELOR	\$106,225.69
Dufour, Amanda	BEST AIDE	\$23,430.27
Dufour, Daniel	SCIENCE	\$102,823.81
Dukett, Ann	SPECIAL ED TEACHER	\$39,314.72
Duncan, Brett	SOCIAL STUDIES	\$101,631.00
Duncan, Sarah	7TH GRADE SOCIAL STUDIES	\$90,721.61
Dupont, Heather	Executive Admin. Asst.	\$46,713.14
Dupuis, Rebecca	SPEC ED AIDE	\$20,299.29
Duteau, Michael	COACHES,OFFICALS	\$7,161.00
Engelmann, Kaya	EXTENDED DAY STAFF	\$1,717.15
Erickson, Jeanne	GRANT ACCT/PERSONNEL	\$54,871.84

## *Ashburnham Westminster Regional School District*

	PAYROLL/BENEFITS MANAGER	\$ 60,374.08
Ethier, James	SOCIAL STUDIES	\$57,000.03
Ewell, Robin	GUIDANCE COUNSELOR	\$16,409.91
Faiola, Jessica	SUBSTITUTE	\$16,098.80
Farley, Louise	KINDERGARTEN AIDE	\$34,858.72
Feeley, Jodi	SUBSTITUTE	\$4,657.27
Ferrick, Alicia	MUSIC	\$1,300.00
Field, Brittney	8TH GRADE SCIENCE	\$56,229.00
Finnegan, Patricia	KINDERGARTEN AIDE	\$35,532.55
Fisher, Kerri	SUBSTITUTE	\$1,095.67
Fitzgerald, Edward	IN HOUSE SUPERVISOR	\$44,349.77
Flaherty, Meaghan	SPEC ED AIDE	\$9,156.32
Flis, Jane	SCHOOL NURSE	\$34,304.07
Fluet, Tracy	KINDERGARTEN	\$69,936.00
Fortier, James	MUSIC	\$3,000.00
Fortier, Melody	SUBSTITUTE	\$1,504.81
Foss, William	PARTNERSHIP SPECIALIST	\$74,465.88
Foster, Elizabeth	KINDERGARTEN	\$117,942.12
Francis, Caitlin	3RD GRADE	\$71,617.95
Friedman, Barbara	SUBSTITUTE	\$1,272.38
Frost, Benjamin	CAFE WORKER	\$3,965.07
Fuller, Paula	CAFE WORKER	\$5,473.14
Fuller, Thomas	EVENING CUSTODIAN 2nd	\$56,963.16
Gage, Christle	SUBSTITUTE	\$1,028.12
Galeota, Katharine	KINDERGARTEN	\$84,634.34
Galeota, Nathan	TEACHER	\$78,886.79
Gallant, Kevin	MUSIC	\$666.00
Gannon, Timothy	WINGS AIDE	\$4,135.75
Gastonguay, Kelly	SPECIAL ED TEACHER	\$70,180.19
Gastonguay, Samantha	SUBSTITUTE	\$561.26
Gates, Hannah	MATH	\$62,010.51
Gauthier, Christine	DAY CUSTODIAN 1st	\$45,640.75
Gauvin, Kimberly	PAYROLL/BENEFITS MANAGER	\$64,280.08
Gedenberg, Tal	SUBSTITUTE	\$1,296.00
Gemborys, Alicia	RECESS/BUS/LUNCH AIDE	\$2,651.14
Giacobbe, Paul	EXCEL AIDE	\$29,230.54

## *Ashburnham Westminster Regional School District*

Gilbert, Patrick	WINGS AIDE	\$11,960.32
Golembiewski Disalle, Kristi Leigh	ART	\$94,204.64
Goodwin, Caron	3RD GRADE	\$103,393.64
Gorgoglione, Annette	MATH	\$57,796.13
Gorman, Sean	SUBSTITUTE	\$1,979.25
Gouldrup, Hannah	SPEC ED AIDE	\$23,767.09
Gouldrup, Holly	TEMP/PT STAFF	\$741.86
Graves, Andrew	HEAD CUSTODIAN	\$71,275.96
Gray, Shauna	SPEC EDUCATION (REMOTE)	\$971.22
Grillo, Danielle	3RD GRADE	\$54,639.05
Guzman, Liana	EXTENDED DAY STAFF	\$20,504.50
Hachey, Lauren	WINGS AIDE	\$27,998.78
Haddad, Melissa	SPECIAL ED TEACHER	\$72,630.30
Hagar, Tyler	CAFE WORKER	\$4,854.66
Hamel, Barbara-Jo	SUBSTITUTE	\$600.00
Hamel, Beth	COOK/BAKER	\$25,633.79
Hamel, Tonya	CAFE WORKER	\$10,335.32
Hanks, Thea	ASST COOK/WORKER	\$19,713.39
Hannula, Izak	EXTENDED DAY STAFF	\$1,656.57
Hansen, Kelly	SPEC ED AIDE	\$29,615.98
Hapshe, Chad	SOCIAL STUDIES	\$8,139.18
Harmon, Zachary	SUBSTITUTE	\$964.25
Hartshorn, Curtis	TEMP/PT STAFF	\$500.00
Haschig, Elena	SUBSTITUTE	\$1,669.50
Haschig, Lee	STAR AIDE	\$39,720.49
Haynes, Kelly	2ND GRADE	\$49,659.70
Heffernan, Jessica	SCHOOL NURSE	\$64,765.67
Hicks, Emily	ACE	\$2,576.58
Higgins, Carol	CAFE WORKER	\$20,656.71
Higgins, Wendy	SUBSTITUTE	\$4,372.79
Hill, Samantha	EXTENDED DAY STAFF	\$541.51
Hilton, Katelyn	BC BEHAVIOR ANALYST	\$62,617.25
Hirons, Karsa	SPECIAL ED TEACHER	\$70,180.19
Holman, Taryn	GUIDANCE COUNSELOR	\$10,149.39
Holmes, Kathleen	SUBSTITUTE	\$7,119.51
Holmes, Kathleen	PSYCHOLOGIST	\$87,953.29

## *Ashburnham Westminster Regional School District*

Holt Breen, Natalie	COMPUTER TECHNOLOGY	\$72,983.26
Horgan, Ann	SUBSTITUTE	\$15,444.66
Horgan, Kevin	6TH GRADE SCIENCE	\$59,197.06
Houston, Lindsey	SPEC ED AIDE	\$24,237.89
Hurley, Bridget	SCHOOL NURSE	\$56,436.07
Hylan, Richard	SPEC ED AIDE	\$27,542.61
Ide, Jennifer	SPEC ED AIDE	\$25,403.95
Jackson, Cynthia	2ND GRADE	\$98,449.94
Jackson, Robert	SPEC ED AIDE	\$1,225.95
Jensen, Jennifer	8TH GRADE ENG/LANG	\$85,535.81
Jepson, Kenneth	8TH GRADE MATH	\$96,888.81
Jepson, Randall	8TH GRADE MATH	\$107,924.94
Jette, Harrison	MUSIC	\$1,500.00
Jette, Tracy	SPECIAL ED TEACHER	\$78,485.13
Johnson, Jane	KINDERGARTEN AIDE	\$29,763.24
Jones, Gerard	MATH	\$106,817.06
Jones, Kenneth	SUBSTITUTE	\$9,653.41
Jones, Peter	TECHNOLOGY	\$55,126.78
Josefiak, Cathryn	KINDERGARTEN	\$1,737.34
Joseph, Joshua	ACE	\$32,650.14
Jurgiel, Jamie	MATH	\$42,018.27
Kaiser, Krystal	BEST AIDE	\$26,282.36
Kaizor, David	COACHES, OFFICIALS	\$8,000.00
Kalagher, Susan	SPEC ED AIDE	\$16,214.26
Kay, Ralph	MATH	\$85,539.94
Keddy, Susan	SUBSTITUTE	\$4,792.26
Keena, Kelly	SPEC ED AIDE	\$4,206.07
Kelly, Cheryl	SUBSTITUTE	\$12,731.03
Kelly, Timothy	MUSIC	\$2,500.00
Kerns, Audrey	EXTENDED DAY STAFF	\$5,714.26
Kilcoyne, Katie	ADJUSTMENT COUNSELOR	\$38,699.68
Kilmartin, Jennifer	4TH GRADE	\$64,954.24
King, Ryan	SPEC ED AIDE	\$1,114.22
Kortegast, Laura	SCHOOL/GUIDANCE	\$34,936.96
Kosciak, Alexandra	ADJUSTMENT COUNSELOR	\$7,557.54
Kostich, Nicholas	SCIENCE	\$61,656.79

## *Ashburnham Westminster Regional School District*

Laine, Abigail	SUBSTITUTE	\$609.00
Laine, Kelley	SPEECH PATHOLOGIST	\$94,401.19
Lambert, Ryan	8TH GRADE SOCIAL STUDIES	\$92,024.36
Lamica, Catherine	TREASURER	\$12,000.00
Lanciani, Christine	SUBSTITUTE	\$4,161.53
LaPointe, Chris	SPEECH PATHOLOGIST	\$83,652.81
Lareau, Nicholas	SUBSTITUTE	\$2,367.13
Lashua, Chelsea	SUBSTITUTE	\$2,024.86
Laskarides, Zoe	SUBSTITUTE	\$1,468.13
Laurette, Heidi	CAFE WORKER	\$3,036.61
Law, Alicia	DIR OF HEALTH/WELLNESS	\$77,101.89
Lawrence, Elizabeth	STAR AIDE	\$32,288.68
Lawrence, Grace	EXTENDED DAY STAFF	\$5,201.26
Leander, Michael	ASST. PRINCIPAL	\$95,045.00
LeBlanc, Bobbie Jo	KINDERGARTEN AIDE	\$20,471.49
LeBlanc, Matthew	COACHES, OFFICIALS	\$7,590.00
LeBlanc, Tanya	SPECIAL ED TEACHER	\$66,077.12
LeBlanc, Wendy	SCHOOL-CAREER COORDINATOR	\$75,058.24
Leonhardt, Patricia	SUBSTITUTE	\$1,366.63
Letitia, Heidi	FOREIGN LANGUAGE	\$9,059.40
Leviton, Madison	SUBSTITUTE	\$6,920.13
Linnehan, Alycia	MUSIC	\$1,916.00
Litalien, Cori	5TH GRADE	\$82,649.12
Litalien, Macy	SUBSTITUTE	\$1,613.13
Lizotte, Jeffrey	SCHOOL PRINCIPAL	\$127,545.00
Loescher, Andrea	SPEC ED AIDE	\$26,965.22
Lofquist, Susan	SCHOOL NURSE	\$72,453.63
Lombardi, Carlie	EXTENDED DAY STAFF	\$4,645.53
Lordan, Joseph	MUSIC	\$90,616.03
Lordan, Melinda	MUSIC	\$62,431.12
Lorion, Amy	SUBSTITUTE	\$6,626.53
Losordo, John	2ND GRADE	\$81,952.81
Lovell, Patricia	CAFE WORKER	\$9,305.06
Lucander, Kris	MUSIC	\$84,974.13
Lucas, Autumn	PRE K AIDE	\$18,816.74
Lucier, Olivia	COMPUTER TECHNOLOGY	\$60,454.61

## *Ashburnham Westminster Regional School District*

Luibil, Heather Sue	PHYSICAL EDUCATION	\$52,044.12
Lyesiuk, Ryan	SUBSTITUTE	\$964.25
Maillet, Elizabeth	SCHOOL/GUIDANCE	\$40,776.26
Malnati, Lori	ADJUSTMENT COUNSELOR	\$75,742.20
Mansour, Nathaniel	COACHES,OFFICALS	\$3,036.00
Margarita, John	SUBSTITUTE	\$5,679.00
Marinelli, Kathryn	SPEC ED AIDE	\$28,808.34
Marion-Cox, Carrie	MATH	\$92,202.81
Marlborough, Linda	KINDERGARTEN AIDE	\$29,988.72
Marquis, Patricia	SUBSTITUTE	\$18,020.70
Martellio, Christine	SCHOOL PRINCIPAL	\$129,003.00
Martin, Julie	CAFE WORKER	\$19,847.75
Martin, Melissa	SOCIAL STUDIES	\$98,576.00
Martineau, Gracie	EXTENDED DAY STAFF	\$3,587.46
Masterman, Elizabeth	ADJUSTMENT COUNSELOR	\$62,203.25
Maxwell, Jonathan	COMPUTER TECH	\$66,000.00
McCarthy, Kathleen	SCHOOL/GUIDANCE	\$50,664.98
McCarthy, Ryan	7TH GRADE SPEC ED	\$57,062.57
McCullin, Gina	COACHES,OFFICALS	\$7,558.00
McCulloch, Brian	MUSIC	\$1,700.00
McGrath, Scott	HEALTH/FITNESS	\$60,102.24
McKenna, Shawn	COACHES,OFFICALS	\$4,100.00
McLaughlin, Lea	EXTENDED DAY STAFF	\$4,869.94
McLoughlin, Juneanne	SCHOOL/GUIDANCE	\$46,260.44
Mcneill, Kellee	8TH GRADE SOCIAL STUDIES	\$9,435.67
Meagher, Catherine	EARLY CHILDHOOD	\$47,261.94
Medrano, Jacqueline	ACHIEVE	\$18,845.18
Melanson, Ashley	2ND GRADE	\$73,290.65
Mellekas, James	EXCEL	\$79,522.94
Miganowicz, Jonathan	SPEC ED AIDE	\$25,942.50
Miller, Amy	COACHES,OFFICALS	\$5,002.00
Miller, Deborah	SPEC ED AIDE	\$35,127.03
Miller, Theresa	SPECIAL ED TEACHER	\$86,743.43
Milne, Lindsay	ALTERNATIVE THERAPIST	\$78,514.06
Minichiello, Amy	RECESS/BUS/LUNCH AIDE	\$1,230.00
Miville, Kathryn	DEAN OF STUDENTS	\$105,560.00

## *Ashburnham Westminster Regional School District*

Monaghan, Ryan	4TH GRADE	\$57,891.03
Moore, Erica	SUBSTITUTE	\$833.75
Moorman-Smith, Gretchen	5TH GRADE	\$83,360.25
Moran, Colleen	6TH GRADE SPEC ED	\$66,154.24
Morandi, Shawn	4TH GRADE	\$50,643.56
Moriarty, Emily	TEMP/PT STAFF	\$2,600.00
Morin, Inga	SCHOOL/GUIDANCE	\$38,761.32
Morin, Jennifer	LIBRARIAN/MEDIA	\$85,775.03
Morneau, Christina	BEST AIDE	\$47,324.07
Morris, Jared	EXTENDED DAY STAFF	\$6,259.32
Morrison, Nicole	KINDERGARTEN	\$64,224.94
Mossman, JoAnn	7TH GRADE SCIENCE	\$122,482.12
Muir, Justine	DIRECTOR OF PUPIL SERV	\$137,970.45
Mulqueen, Christopher	MUSIC	\$500.00
Munroe, Laurie	2ND GRADE	\$103,308.00
Murphy, Richard	ASST TECH INT SPEC	\$40,397.42
Murphy, Robin	1ST GRADE	\$92,157.22
Myracle, Germaine	3RD GRADE	\$70,180.19
Nader, Theresa	COOK/BAKER	\$23,532.15
Napolitano, Owen	BUSINESS	\$45,435.82
Navin, Susan	CAFE WORKER	\$2,286.53
Nelson, Marjorie	RECESS/BUS/LUNCH AIDE	\$5,194.65
Nelson, Natalie	SUBSTITUTE	\$2,740.50
Nelson, Ritchie	PRE K (ABA)	\$32,530.65
Nelson, Robin	TEACHER	\$2,600.00
Nevard, Mark	ENGLISH	\$94,652.25
Nolan, Larissa	BEST AIDE	\$34,135.10
Normand, Krystyna	7TH GRADE SCIENCE	\$57,329.03
North, Nathaniel	SCHOOL PRINCIPAL	\$108,834.00
O'Brien, Juliet	4TH GRADE	\$66,824.94
O'Brien, Kellie	ASST. PRINCIPAL	\$97,046.00
O'Callaghan-Greco, Suzanne	SPECIAL ED TEACHER	\$13,938.42
O'Coin, Maria	OASIS	\$45,470.08
O'Day, Rebekah	SPECIAL ED TEACHER	\$55,601.12
O'Leary, Anthony	SUBSTITUTE	\$7,844.55
O'Neil, Mary	SPECIAL ED TEACHER	\$6,474.61

## *Ashburnham Westminster Regional School District*

Ortiz, Danny	COACHES,OFFICALS	\$7,590.00
Osborne, Janelly	WINGS AIDE	\$30,469.28
Osborne, Kristina	5TH GRADE	\$7,236.33
Ouellette, Kathryn	WINGS AIDE	\$13,460.84
Paajanen, John	SPEC ED AIDE	\$36,936.03
Padilla, Jane	SUBSTITUTE	\$1,714.63
Palojarvi, James	EVENING CUSTODIAN 2nd	\$55,122.16
Pantojas, Josue	COACHES,OFFICALS	\$3,036.00
Pappas, Charles	SPEC ED AIDE	\$19,998.47
Parenteau, James	HEAD CUSTODIAN	\$84,106.10
Parisi, Travis	ADJUSTMENT COUNSELOR	\$8,189.78
Parker, Clay	OASIS	\$43,942.94
Parker, Leigh	SCHOOL/GUIDANCE	\$30,658.47
Parker, Paula	TEAM CHAIRPERSON	\$113,575.21
Pavlosky, Derek	EVENING CUSTODIAN 2nd	\$47,865.71
Pearsall, Dylan	EXTENDED DAY STAFF	\$7,320.97
Peaslee, Aaron	BEST AIDE	\$13,968.43
Pedro, Janine	SPEECH	\$27,145.74
Perez, Melinda	COMPASS AIDE	\$37,527.39
Perkins-Cote, Jennifer	ENGLISH	\$97,442.81
Perrett, Karen	3RD GRADE	\$91,400.55
Peterson, Kristin	BEST AIDE	\$28,060.78
Pilger, Alexander	GUIDANCE COUNSELOR	\$74,637.49
Pilsbury, Becky	SCHOOL/GUIDANCE	\$49,486.92
Pilsbury, Emily	SUBSTITUTE	\$793.88
Pinkes, Danielle	ADJUSTMENT COUNSELOR	\$52,283.65
Pinkes, Leah	SUBSTITUTE	\$1,447.25
Popik, Michael	SUBSTITUTE	\$2,146.75
Potter, Douglas	6TH GRADE SCIENCE	\$80,187.79
Powderly, Michael	MUSIC	\$750.00
Proctor, Catherine	3RD GRADE	\$52,782.42
Provencial, Wendy	EXCEL AIDE	\$29,252.92
Pulnik, Katie	SPEECH PATHOLOGIST	\$71,998.28
Quinn, Bryant	SUBSTITUTE	\$2,537.50
Quinn, Jared	TECHNOLOGY	\$96,328.82
Quinn, Laura	4TH GRADE	\$66,152.24

## *Ashburnham Westminster Regional School District*

Quist, John	STAR AIDE	\$33,971.86
Rabeler, Lorraine	TECH AIDE	\$27,138.82
Raymond, Courtney	EXTENDED DAY STAFF	\$1,888.13
Rebholz, Isa	1ST GRADE	\$56,662.06
Reed, Samantha	SPEC ED AIDE	\$21,079.91
Reidy, Sarah	KINDERGARTEN	\$7,676.94
Renda, Olivia	SUBSTITUTE	\$3,745.00
Rheaume, Melissa	6TH GRADE MATH	\$55,104.00
Richardson, Elizabeth	PRE K (ABA)	\$1,392.41
Ridley, Shauna	SUBSTITUTE	\$600.00
Riley, Katrina	KINDERGARTEN	\$61,138.12
Risi, Jillian	SUBSTITUTE	\$1,952.52
Rittberg, Alexandra	TEMP/PT STAFF	\$500.00
Roberts, Jessica	SPEC EDUCATION (REMOTE)	\$8,634.92
Robertson, Connor	EXTENDED DAY STAFF	\$3,822.58
Robichaud, Kellie	4TH GRADE	\$92,449.94
Robichaud, Michelle	RECESS/BUS/LUNCH AIDE	\$14,360.50
Robillard, Amie	SCHOOL/GUIDANCE	\$33,725.57
Robinson, Beth	TEACHER	\$10,660.12
Roche, Emma	SUBSTITUTE	\$2,182.25
Rocheleau, Arthur	EVENING CUSTODIAN 2nd	\$50,350.78
Rogers, Lauren	BEST AIDE	\$600.00
Rogers, Pamela	CAFE WORKER	\$14,807.85
Rohlfs, Nadia	TUTOR	\$820.00
Romano, Lindsay	SUBSTITUTE	\$558.25
Romano, Mary	1ST GRADE	\$85,599.94
Romano, Peter	7TH GRADE MATH	\$93,078.94
Romero, Brittany	COMPASS	\$8,139.18
Rose, Jonathan	BEST AIDE	\$33,088.32
Rouleau Wojnas, Beth	SPEC ED AIDE	\$31,859.03
Rourke, Rosemary	KINDERGARTEN AIDE	\$21,189.16
Roy, Leanne	HEALTH/FITNESS	\$113,322.64
Ruschioni, Cynthia	PRE K (ABA)	\$41,040.42
Russell, Joshua	BEST AIDE	\$20,605.20
Samuels, Evander	MATH	\$54,542.06
Samuels, Jennifer	ADJUSTMENT COUNSELOR	\$50,836.94

## *Ashburnham Westminster Regional School District*

Sarasin, Zachary	EXTENDED DAY STAFF	\$1,314.58
Sargent, Debra	SCHOOL/GUIDANCE	\$6,200.00
Schlier, Gretchen	RECESS/BUS/LUNCH AIDE	\$7,759.60
Schultz, Samantha	SPEC ED AIDE	\$13,345.61
Secino, Gregory	TECHNOLOGY	\$98,237.65
Seppelin, Gayane	SPEC ED AIDE	\$29,522.11
Sharron, Heidi	EXTENDED DAY DIRECTOR	\$45,772.10
Sharron, Jason	TECH AIDE	\$42,260.75
Shattuck, Lori	7TH GRADE ENG/LANG	\$90,990.94
Shaw, Karen	1ST GRADE	\$46,335.20
Shaw, Stephanie	SPECIAL ED TEACHER	\$62,257.02
Shea, Abby	SCHOOL NURSE	\$46,614.88
Sifert, Eric	5TH GRADE	\$84,560.25
Simmons, Lonnie	ASST. PRINCIPAL	\$6,869.24
Sinclair, Katrina	TECHNOLOGY	\$92,280.01
Sinclair, Rachel	SUBSTITUTE	\$2,408.75
Smeltekop, Christopher	GROUNDKEEPER	\$64,105.13
Smith, Katelyn	READING SPECIALIST	\$47,261.94
Smith, Kristin	STAR AIDE	\$42,956.56
Smith, Michael	SUBSTITUTE	\$6,537.75
Smith, Rylie	EXTENDED DAY STAFF	\$1,688.63
Sparks, Katharine	2ND GRADE	\$65,733.54
Sparrow, Michelle	ENGLISH	\$10,010.33
Spuria, Melissa	KINDERGARTEN	\$53,822.06
St Laurent - Kuehl, Paula	SCHOOL/GUIDANCE	\$34,897.86
Stafford, Jane	ENGLISH	\$97,716.00
Stanton, Christine	SPEC ED AIDE	\$39,076.00
Stanton, Gail	ACCOUNTANT	\$82,980.40
Stark, Adam	MUSIC	\$1,750.00
Stassen, Natalie	TEACHER	\$71,823.76
Stefanakos, Paula	ENGLISH	\$84,880.47
Stewart, Austin	DAY CUSTODIAN 1st	\$47,688.72
Stewart, Todd	SUPERINTENDENT	\$181,060.00
Stiles, R Lincoln	SOCIAL STUDIES	\$106,525.31
Stone, Angel	PRE K (ABA)	\$35,455.29
Stone, Juana	WINGS AIDE	\$29,272.04

## *Ashburnham Westminster Regional School District*

Stukuls, Amy	SPECIAL ED TEACHER	\$87,028.51
Stutzman, Alyssa	TEMP/PT STAFF	\$651.02
Sullivan, Mackenzie	COACHES,OFFICALS	\$1,000.00
Sullivan, Melanie	CAFE WORKER	\$10,028.07
Sullivan, Melissa	1ST GRADE	\$57,062.57
Surprenant, Julie	DIRECTOR OF FINANCE	\$141,044.00
Swaney, Donna	DAY CUSTODIAN 1st	\$51,967.02
Swanson, Laura	RECESS/BUS/LUNCH AIDE	\$7,259.16
Sylvester, Kristina	PRE K (ABA)	\$38,565.94
Syvari, Elizabeth	SUBSTITUTE	\$6,699.70
Szalay, Lawrence	ART	\$82,763.81
Tabor, Olivia	EXTENDED DAY STAFF	\$1,727.81
Tagan, Jessie	3RD GRADE	\$45,148.27
Tamaro, Karissa	MATH	\$52,546.45
Taylor, Kathleen	SCHOOL PRINCIPAL	\$116,062.00
Taylor, Nancy	SCHOOL NURSE	\$71,364.85
Terrell, Deborah	SPEC ED AIDE	\$585.00
Terry, Pamela	1ST GRADE	\$85,552.81
Testa, Aaron	COACHES,OFFICALS	\$2,501.00
Testa, Charlene	RECESS/BUS/LUNCH AIDE	\$6,082.77
Therriault, Marc	PHYSICAL EDUCATION	\$73,610.88
Therrien, Jacqueline	FOREIGN LANGUAGE	\$82,443.46
Therrien, Norman	SUBSTITUTE	\$10,759.00
Thibaudeau, William	EXTENDED DAY STAFF	\$2,472.38
Thibault, John	COACHES,OFFICALS	\$2,501.00
Thibeault, Alex	TECHNOLOGY	\$52,633.33
Thrailkill, Jason	MUSIC	\$1,500.00
Tobia, Carolyn	8TH GRADE ENG/LANG	\$86,753.43
Tobia, Geoffrey	SUBSTITUTE	\$558.25
Tobin, Vicki	WINGS AIDE	\$23,708.15
Toner, James	DAY CUSTODIAN 1st	\$609.92
Toomey, Alanna	SOCIAL STUDIES	\$54,715.34
Torrey, Laura	PRE K AIDE	\$14,243.67
Tourigny, Alyssa	SUBSTITUTE	\$2,240.26
Tower-Hughes, Charles	SUBSTITUTE	\$5,510.00
Tree, Jo	SUBSTITUTE	\$11,263.13

## *Ashburnham Westminster Regional School District*

Uminski, David	SUBSTITUTE	\$4,381.76
Vargas, Kelly	CAFE WORKER	\$14,355.22
Vautour, Christina	EXTENDED DAY STAFF	\$13,361.00
Vautour, Patriciaa	RECESS/BUS/LUNCH AIDE	\$1,950.26
Vera, Aimee	SPECIAL ED TEACHER	\$89,422.39
Vick, Michaela	ENGLISH	\$7,236.32
Volke, Kerry	2ND GRADE	\$93,393.68
Walsh, Kathleen	SPECIAL ED TEACHER	\$83,381.38
Warren, Jennifer	MATH	\$73,690.11
Weinberg, David	GUIDANCE COUNSELOR	\$51,724.12
Wells, Olivia	SUBSTITUTE	\$2,733.25
Wetherbee, Sara	SPEC ED AIDE	\$26,280.15
Whitaker, Katherine	GUIDANCE COUNSELOR	\$81,541.35
Whitney, Ashley	SPEC ED AIDE	\$21,617.23
Whitney-Deaver, Jamie	PRE K (ABA)	\$33,873.86
Whittemore, Kelsi	PRE K (ABA)	\$32,530.65
Wiegand, Karen	PRE K (ABA)	\$36,194.74
Wilder, Wendy	KINDERGARTEN AIDE	\$30,910.65
Williams, Taniya	SUBSTITUTE	\$507.50
Williams, Tarryn	EXTENDED DAY STAFF	\$4,905.58
Wilson, Breanna	SUBSTITUTE	\$1,116.50
Wilson, Kelcey	PSYCHOLOGIST	\$74,357.91
Wirtanen, William	EXTENDED DAY STAFF	\$1,692.20
Wittmier, Claire	EXTENDED DAY STAFF	\$5,443.55
Wuoti, Amanda	SUBSTITUTE	\$2,581.00
Young, Jason	8TH GRADE SCIENCE	\$96,072.51
Zbikowski, Sadie	BUSINESS	\$8,139.18







MONTACHUSETT REGIONAL VOCATIONAL  
TECHNICAL SCHOOL DISTRICT



# 2022 ANNUAL REPORT

1050 Westminster Street  
Fitchburg, MA 01420

[www.montytech.net](http://www.montytech.net)



# Letter *from* Leadership



The 2021-2022 school year was my eighth year serving as School Principal at Monty Tech, and I am honored that it concluded with my appointment to a new role – that of Superintendent-Director. Having been part of this remarkable educational community, developing a deep understanding of initiatives – both large and small – that are an integral part of our educational programs, and working with and learning from our outstanding faculty, staff and administrative team, has allowed for a successful transition into this new position. I could not be more grateful for the encouraging and kind remarks I continue to receive from students and parents, faculty and staff, and the regional business community, whose support means so much to the Monty Tech family.

With the effects of the pandemic still being felt, students and staff were encouraged to maintain health and safety standards learned in the previous year, but to also return to a new “normal.” Daily in-person instruction, off-campus construction projects, and Skills competitions returned. While the pandemic certainly brought questions, fears, and insecurities to the surface for many, it also provided instructional staff with opportunities to collaborate and develop new skills in infusing technology into daily lessons. Monty Tech instructors worked tirelessly, with a new appreciation for instructional technology, to embed some of “what worked” into their daily, class instruction. Collecting assignments via Google Classrooms, conducting quick learning assessments via apps like Quizizz or Kahoot, and assigning group learning projects using Google Slides and Docs, teachers resulted in a heightened level of student engagement.

The regional workforce also seemed to find its footing in FY22, welcoming approximately 200 students into local shops and businesses to work and learn alongside industry professionals, through the school’s long-standing co-op program. Another remarkable example of school-to-business collaboration was demonstrated when eight businesses submitted letters of support to Commonwealth Corporation on the school’s behalf. Attesting to their belief in Monty Tech training programs, agreeing to interview program completers, and even highlighting Monty Tech graduates currently on staff, these letters were instrumental in the acquisition of a \$600,000 grant award, which would provide no-cost training for young adults throughout our area. Monty Tech understands the value of a vocation, and through the Career Technical Initiative, we have been able to extend training opportunities beyond the school day, helping a wide range of adults train for those high wage, high skills jobs that remained unfilled when the pandemic subsided.

As the value of a vocational education becomes more evident, we have seen applications to attend Monty Tech on the rise. While we understand that frustration that can come with not being admitted to a school of your choosing, we are challenging ourselves to work with local school leaders to establish practices and programs that will ensure as many students as possible are admitted from each sending community, and that all students who are interested in the school have an opportunity to visit and tour our campus. Undoubtedly, a highlight of the 2021-2022 school year was seeing all eighth grade students from Fitchburg Public Schools join our tour day event. I look forward to further discussions and collaborations with area school leaders, so that we may establish innovative training programs that will serve those who want a vocational experience, but have not yet attended Monty Tech.

I remain humbled and honored to lead such an outstanding organization, and thank you for your continued support.

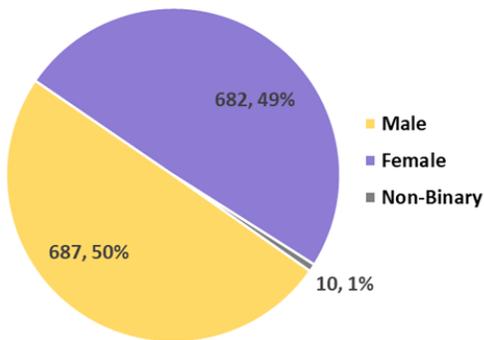
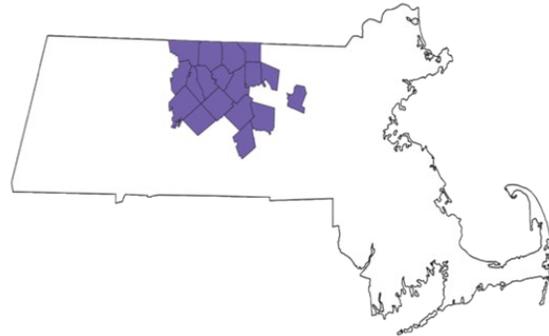
*Thomas R. Browne*

Respectfully submitted,  
Thomas R. Browne, Superintendent-Director

# Our School Community

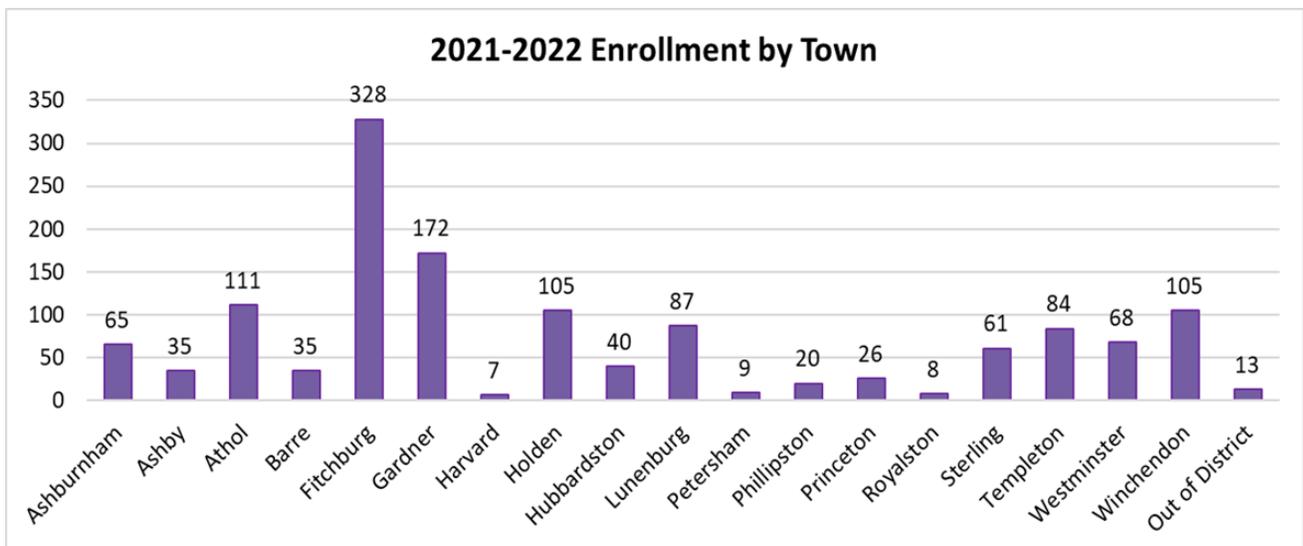
Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

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



On June 1, 2022, student enrollment at Monty Tech included 1,379 students in grades nine through twelve, representing each of the district's eighteen sending communities. This total was slightly lower than traditional school years. However, as with most school districts, the impact of COVID did have an adverse effect on overall enrollment. Each class of students is comprised of a relatively equal balance of male vs. female students, and each student attending Monty Tech has elected to do so, prepared to explore an interest in one of the school's twenty-one rigorous vocational-technical

programs. While the school currently offers only five programs non-traditional for male students, and twelve programs non-traditional for female students, we are proud to have a student population that is well-balanced by gender and a variety of academic interests and achievements.



# Financial Report



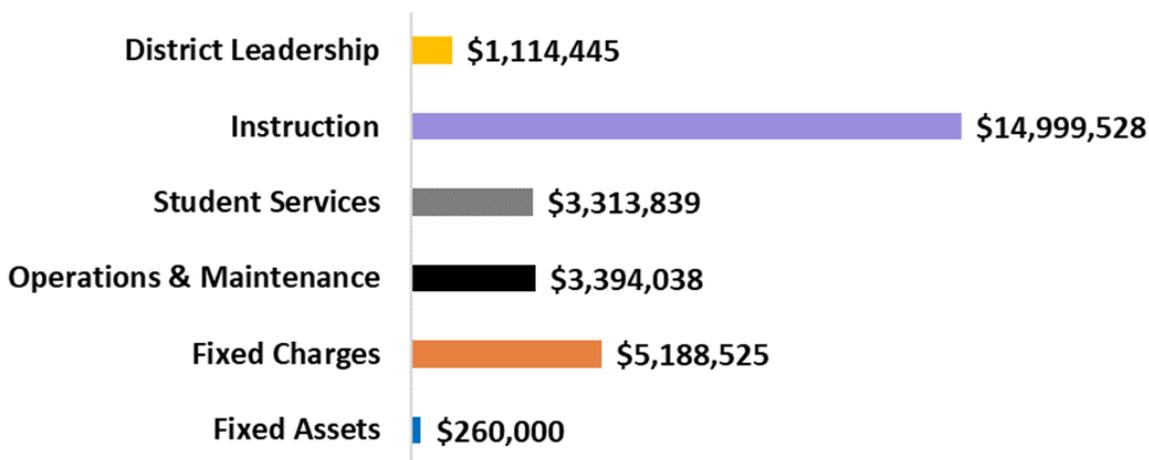
In an effort to develop a cost-effective budget for the fiscal year 2021-2022, a great deal of effort was put forth by the School Committee, administration, and staff. The final fiscal year 2021-2022 Educational Plan totaled \$28,605,425 which represents a 0.73% decrease over the 2020-2021 Educational Plan. The District’s FY22 budget only exceeds the minimum spending required by Massachusetts General Law Chapter 70 by \$203,320 or 0.78%.

To supplement the local budget, school officials pursue grant funding to provide valuable educational and social services to the diverse student population. For fiscal year 2022, state and federal grant sources provided the school with \$2,927,860. Programs funded by these grants include: Elementary and Secondary Schools Emergency Relief Funds, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Perkins Occupational Education, Vocational Capital Equipment Initiatives, Life Sciences, Student Support and Academic Enrichment and Marine Corp Junior Reserve Officer Training.

The District is participating in an annual financial audit, conducted by the accounting firm of Melanson, Heath and Co. from Greenfield, Massachusetts. School officials anticipate a good report.

Expenses for the 2021-2022 school year include:

## FY 22 Expenses by Category

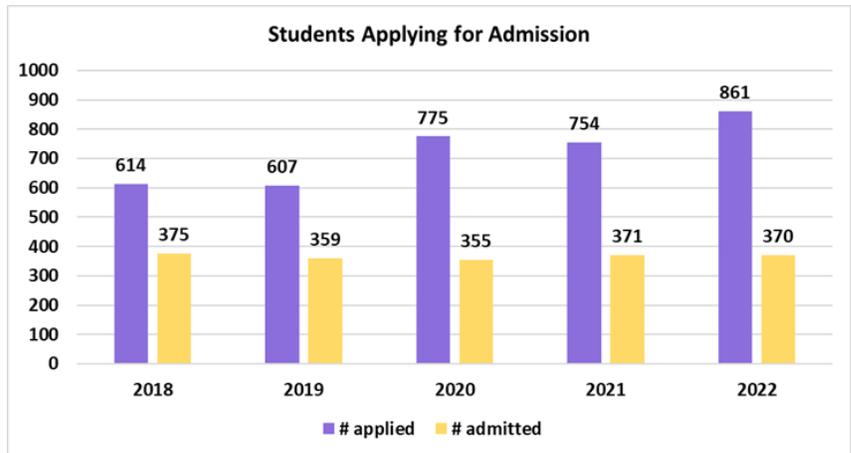


# Attending *Monty* Tech

As vocational schools across the Commonwealth grow in popularity, and the value of vocational training becomes more evident, we have seen a steady increase in the number of students applying for admission to Monty Tech.

With seats available limited only by our building capacity, and a deep understanding of the increasing demand, school leaders continue to work with area school and business leaders to develop and expand programs to address this concern. Whether these new programs are offered in the evening through the School of Continuing

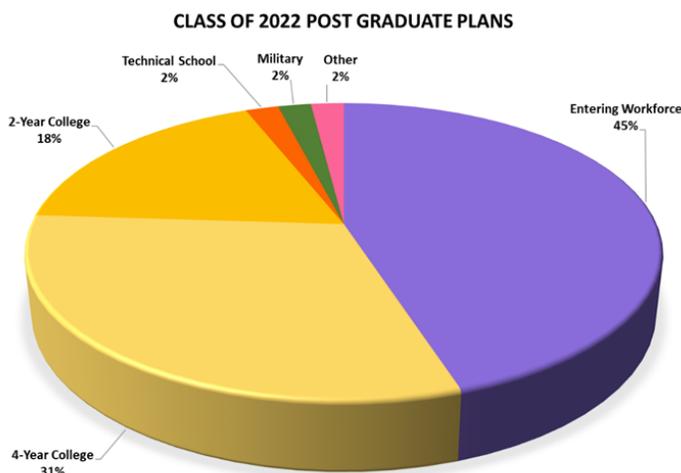
Education, or even during the traditional school day, our goal is to expand access so that students who hope to enter the workforce may do so with a set of valuable skills and industry-recognized credentials that will make them more employable, and better equipped to grow and learn in the occupation of their choosing.



While Monty Tech continues to ensure that students are job ready immediately after graduation, not all students who graduate from Monty Tech choose to enter the workforce upon completion. In fact, several of the school's vocational training programs prepare students for advanced education and training in high-wage, high-skill careers in engineering, allied health, business, education and computer sciences that demand a bachelor's and even master's degree. As such, it is imperative that the school also prepare those students for college level coursework.

While Monty Tech continues to ensure that students are job ready immediately after graduation, not all students who graduate from Monty Tech choose to enter the workforce upon completion. In fact, several of the school's vocational training programs prepare students for advanced education and training in high-wage, high-skill careers in engineering, allied health, business, education and computer sciences that demand a bachelor's and even master's degree. As such, it is imperative that the school also prepare those students for college level coursework.

Students who attend Monty Tech must successfully complete all of the same academic requirements that students in comprehensive high schools complete, but at Monty Tech, students are only in academic classes every other week. Many students may find adjusting to this week on – week off schedule challenging, but it is this same schedule that provides Monty Tech students with



time to explore and learn in a chosen vocational program at a deeper level. Whether running the school's on-site, full-service restaurant, operating the School Store, building a home for Habitat for Humanity, or performing community services across our sending communities, Monty Tech students are developing technical skills, while also learning critical time management and study skills. We are confident that whether our graduates choose to pursue college or career pathways, they are prepared for what lies ahead.



# Academics

During the Spring of 2022, 10th grade students took the Next Generation MCAS examination in English Language Arts, Mathematics, and Biology. In addition, select 9th graders also sat for the Next Generation MCAS Biology exam. Students performed well across all subject areas, with a passing

rate of 100% in English Language Arts, 97% in Mathematics, and 97% in Biology.

While Monty Tech is certainly known for its strong vocational training programs, its academic programs continue to evolve to prepare graduates for diverse and challenging college and career pathways, and are widely known to effectively prepare students at all levels to reach their goals. A focus in recent years has been the incorporation of new and updated materials and coursework to expand STEM opportunities for students. In FY22, Monty Tech applied for a Massachusetts Life Science Center grant, developed in collaboration with our post-secondary partners at Fitchburg State University. Using the \$110,000 award, Monty Tech instructors will work collaboratively to align course expectations with FSU's Anatomy & Physiology class, laying a foundation for a first-ever articulation agreement with FSU.

Instructors look forward to participating in curriculum development activities at the University, and will attend related, immersive professional development programs to build capacity and collect/share valuable expertise from colleagues. Additionally, when the proposed agreement (Dual Enrollment or Articulation) is finalized, students who successfully complete the course will earn 4 college credits, saving them time and as much as \$1,900 as they consider pursuing STEM college pathways.

Monty Tech students also benefitted from the establishment of another new science course in FY22, Microbiology. Instructors developed the new curriculum and travelled to Texas to participate in the National Science Teaching Association Annual Conference, while school officials renovated a science lab to replicate a biomedical facility. All new course materials, equipment and technology was purchased and the addition of a valuable STEM opportunity has been a welcome addition to an already rigorous science program.

In May of 2022, 120 students participated in AP Exams. Those 120 students took 162 AP Exams collectively. An impressive 82 of the 120 students were eligible to receive college credit for qualifying scores of 3+. That is a 68.33% pass rate, which is higher than the global average and a significant increase from the previous school year.

Additionally, to support the expansion of AP course offerings, three instructors completed the training to teach AP Seminar during the summer of 2022. AP Seminar is now offered as a co-taught elective course for juniors. As an extension of AP Seminar, instructors will be trained to teach AP Research during the summer of 2023. Together, AP Seminar and AP Capstone will allow MT students to qualify for the AP Capstone designation upon graduation. Students who earn the AP Capstone designation are highly qualified for college success, and thus, more likely to gain admission into competitive colleges and universities.

	2018	2019	2020	2021	2022
<b>Total AP Students</b>	95	113	106	142	120
<b>Number of Exams</b>	134	148	146	189	162
<b>AP Students with Scores 3+</b>	46	69	75	61	82
<b>% of Total AP Students with</b>	48.42%	61.06%	70.75%	42.96%	68.33%

# Vocational Training



While students and staff at Monty Tech have always known the value of a vocational education, it may have taken a pandemic and the return to in-person learning in 2022 to be reminded of the significance and benefit of hands-on learning.

Students and staff across the twenty-one different vocational-technical education programs gladly returned to the important work of building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services. The school restaurant reopened, and cosmetology students once again demonstrated their talents on live clientele. The 2021-2022 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

Advanced Manufacturing: Advanced Manufacturing aligns the revised frameworks with local workforce needs, job titles and qualifications, and assists in a better job placement for qualified students and program graduates. Six Junior students completed the NC3 PMI 6 Certification, and now have 6 stackable credentials in Precision Measuring Instruments. All 16 sophomores passed MACWIC level 1, while all Freshman students successfully completed safety training, earning an OSHA 10-hour general industry certification. Students and instructors completed many projects for the community which includes the New England Mountain Bike Association, and the Town of Barre. Six Seniors and five Juniors earned co-op placements, working and learning in area machine shops. (Total student enrollment: 51)



Auto Body Collision Repair Technology: Monty Tech Auto Body students earned valuable industry credentials in the 2021-2022 School year. Students earned the OSHA 10-hour general industry card, EPA 6H spray certification, I-Car Pro Level One in Refinishing, and I-Car Pro Level One in Non-Structural Repair. Three Seniors and three Juniors earned co-op placements, and were reported to be valuable contributors in local repairs shops in the area. Two Seniors won medals at SkillsUSA, a bronze medal and a gold medal for refinishing, with the gold medal winner advancing to the state competition. Students enjoyed a variety of community service projects, to include repairing and painting a SUV for the Gardner Police Department, and painting a sign bracket for the Town of Petersham Cemetery. (Total student enrollment: 62)

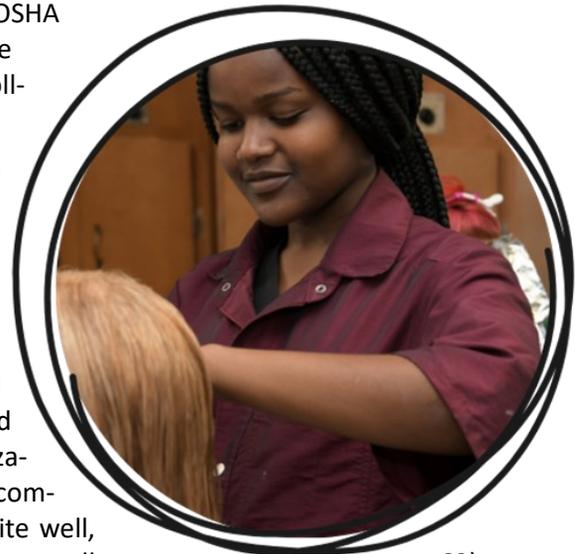
Automotive Technology: Sixteen Automotive Technology students earned their NC3/Snap On 525F Digital Multimeter certification. These industry-recognized credentials will enhance the students' level of competency within the automotive industry for years to come. Four students qualified for the SkillsUSA district competition, where they earned 1st, 2<sup>nd</sup>, 4<sup>th</sup> and 7th place distinctions. Eight Seniors & four Junior students earned co-op placements, while those who remained at the campus continued to perform a variety of repairs that included transmission replacements, intake manifolds, brake work, and various other technical repairs, demonstrating technical skills that are required for any service technician in our area. (Total student enrollment: 65)

Business Technology: Throughout the 2021-2022 school year, students in Monty Tech's Business Technology program benefitted from a collaboration with Workers Credit Union and participation in the

Institution's financial literacy program. The opportunity to participate in these workshops has been met with great enthusiasm from students, who completed nine modules and earned a financial literacy certificate. Instructors continue to work closely with post-secondary colleagues to refine and develop new articulation agreements. A recently renewed agreement with Mount Wachusett Community College provides qualified students with 21 college credits at no cost to the student. A total of seven students placed at the SkillsUSA district level competitions, earning distinctions in the Computer Office Applications and Customer Service competitions. Additionally, six Seniors and three Juniors earned co-op placements during the 2021-2022 school year, working and learning in a variety of businesses across the region. (Total student enrollment: 52)

Cabinetmaking: Monty Tech Cabinetmaking students are called upon for a number of projects small and large, across the campus and beyond. During the 2021-2022 school year, students completed projects that included: a kitchen remodel for the Summer Street Fitchburg Fire Department, building four red oak bookcases for the children's section of the Phillip's Free Public Library, constructing baseball racks for the Sterling Little League program, and using the program's state-of-the-art CNC machine to cut ten custom signs for the Petersham Cemetery. Students also worked to design, manufacture and assemble 450 gifts for the return to the Superintendent's dinner. Items such as cutting boards, cherry benches, sets of corn hole boards, candle displays and custom lazy Susans were handcrafted by talented students, and sold to raise funds for the student scholarship program. Ten Seniors & eight Juniors earned co-op placements, representing the program so well. Sophomores completed OSHA Construction 10 hour course, while Freshmen completed the OSHA Careersafe 10 hour online course. (Total student enrollment: 63)

CAD/Drafting & Design: In 2021-2022, four Monty Tech CAD/Drafting & Design Senior students and two Juniors earned coveted co-op placements. CAD students at all levels earned a number of valuable industry-recognized certifications including AutoCAD, Inventor, Revit, and Solidworks, while Freshmen students completed the 10 hour OSHA CareerSafe Online course. The shop completed a variety of customer requests, including signs, banners, and posters for school personnel and local non-profit organizations. Two Junior students participated in SkillsUSA, and competed in the area of Laser Engraving. They performed quite well, earning a gold medal for their detailed work. (Total student enrollment:



63)

Cosmetology: The Monty Tech Cosmetology program is a rigorous, state-approved program, that provides students with countless opportunities to refine their cosmetology skills on clientele who understand and appreciate the learning environment. During the 2021-2022, clients were allowed to come back to the Salon. The Senior class completed eighteen trade specific certifications taught by distinguished artists from across the globe through BehindtheChair.com. Program instructors continue to work with post-secondary colleagues, to develop new and maintain existing articulation agreements that will grant qualified students with college credits, should they choose to pursue additional education when they leave Monty Tech. Seventeen of the program's Seniors earned their cosmetology licenses, and two Seniors enjoyed working in local salons through the school's co-op program, which proved to be extremely beneficial to their training and skill development. (Total student enrollment: 85)

Culinary Arts: Monty Tech Culinary Arts students and instructors operate a full-service restaurant and bakery, serving approximately 100 patrons daily. 2021-2022 proved to be a busy year for Culinary Arts students, who were called upon to bake cookies for the highly anticipated sale of Holiday Cookie Kits. Students baked and packaged more than 2,500 cookies and 600 bags of colored icing to support this

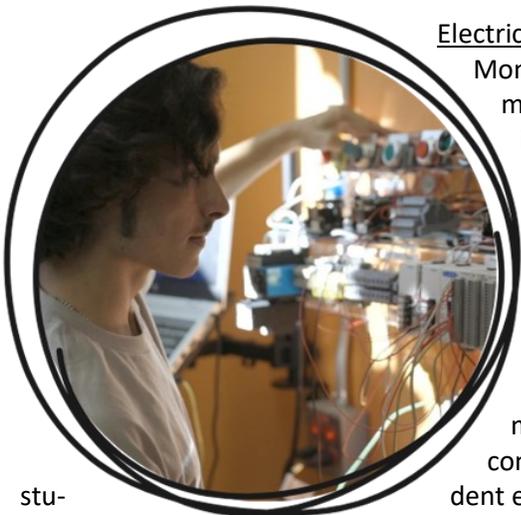
fundraising endeavor. All proceeds benefited the Monty Tech student arship fund. Instructors continue to instill the importance of community service, working with students to cater a special event for the Ryan Patrick Jones Foundation, held at nearby Westminster Senior Center. The program also donated leftover baked goods to Our Father's House in Fitchburg throughout the school year. While building technical skill proficiency and customer service skills, students also had an opportunity to earn ServSafe Certifications and OSHA 10 hour Culinary certifications. (Total student enrollment: 67)

schol-



Dental Assisting: Monty Tech Dental Assisting instructors continue to emphasize the need for students to earn valuable industry-recognized credentials, as a means to demonstrate technical skill and proficiency. As a result, all students work and prepare for Dental Assisting National Board (DANB) certification exams. In 2021-2022, 93% of students passed the DANB Infection Control exam, and 100% passed the DANB Radiology exam. These outstanding pass rates are a true testament to the high quality instruction in the Monty Tech Dental Assisting program, and something the school continues to be so proud of. A total of nine Seniors earned co-op placements, while the remaining Juniors and Seniors earned experience through affiliation/externship opportunities in area dental clinics and offices. All Seniors & Sophomores received the American Red Cross for Basic Life Support CPR/AED certification. Through the Community Health Connections Caring for Kids Program, Monty Tech students qualified to receive free dental cleaning, radiographs, and sealants, and Dental Assisting students were invited to assist in selected procedures. This chairside experience, working with area practitioners, continues to be a highlight for students enrolled in the rigorous program. (Total student enrollment: 57)

Early Childhood Education: Students enrolled in the Monty Tech Early Childhood Education program benefit from an on-site daycare facility that allows them to work with trained professionals and young children throughout the day. Working with and caring for young children requires students to demonstrate caring and compassion, as well as a working knowledge of child development theory and practice. To that end, instructors have designed a curriculum that is infused with opportunities to earn meaningful credentials that include: Department of Early Education & Care Strong Start Training, American Red Cross First Aid and CPR training and certification, and the National Child Development Associate Teacher Certification. Nine Seniors and one Junior earned co-op placements, gaining valuable experience working with young children in local child care centers, while two additional Seniors and twelve Juniors gained experience at local affiliation sites. (Total student enrollment: 48)



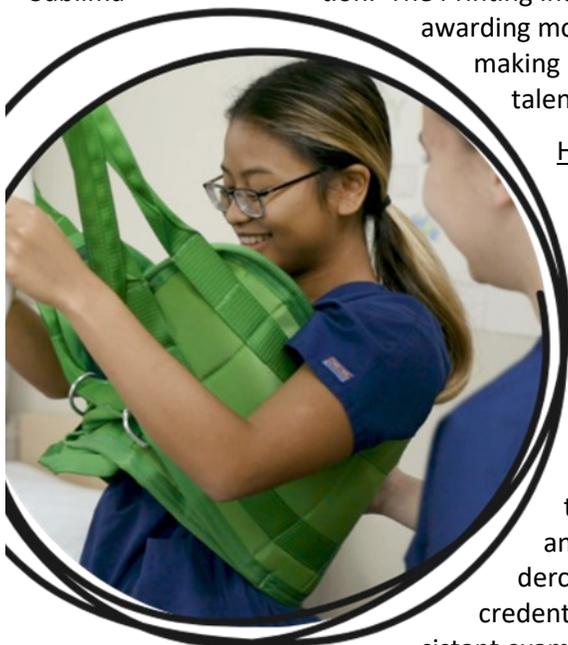
stu-

Electrical: Throughout 2021-2022, students and instructors in the Monty Tech Electrical program wired numerous machines, equipment, computers, and lights throughout the school. Twelve Seniors & eight Juniors earned co-op placements, which allowed them to gain important on-the-job skills and additional training in the industry. With guidance from program instructors, students wired the Habitat for Humanity house in Hubbardston, wired an air conditioning system for the Leominster State Police barracks, and also added emergency lighting wall units for the Mason's Lodge in Barre, MA. A testament to the quality instruction and popularity of the program, the Freshman class filled with 24 first choice students, and all successfully completed the 10-hour OSHA training and certification. (Total student enrollment: 93)

Engineering Technology: The Engineering Technology program at Monty Tech is a rigorous program, infused with a nationally certified curriculum provided by Project Lead the Way, and countless hands-on learning opportunities that provide students with opportunities to demonstrate creativity, make connections with prior learning, and earn college credits. The shop layout has changed to allow for more bench work and hands-on activities, and a designated automation and 3-d printing lab area has been created. Students were recently introduced to the Amatrul software curriculum, which supports all areas of the Massachusetts Chapter 74 Engineering Technology Frameworks. Seven students were employed by area businesses, and all Freshmen completed the OSHA 10-hour general industry training and certification program. (Total student enrollment: 62)

Graphic Communications: Throughout the 2021-2022 school year, students in the Graphic Communications program produced numerous projects for district cities and towns, and a variety of non-profit organizations within the district. Five Seniors and one Junior earned co-op placements, which allowed them to continue their on-the-job training in a real-world work setting. Graphics students consistently perform well at SkillsUSA competitions, and the 2021-2022 school year was no exception. Two students traveled to the National SkillsUSA competition, having won the state gold medal in State Pin Design and Graphics Sublima-

tion. The Printing Industries of New England also recognized Monty Tech talent, awarding more than 40 students with awards and scholarship funds, making post-secondary aspirations a reality for several of our most talented students. (Total student enrollment: 84)



Health Occupations: The Health Occupations program continues to be one of the more competitive programs at Monty Tech, providing a rigorous education grounded in current medical knowledge and practice, balanced by hands-on learning opportunities in the on-site Sim Lab and through the use of state-of-the-art Anatomage technology. Phlebotomy lessons and hands-on applications were introduced to students in their Senior year of study, only adding to an already impressive array of skills and knowledge. Fifteen Seniors were partnered with area clinics, through the school's co-op program, where they continued to learn and flourish in their chosen field, while back on campus, underclassmen focused on achieving important industry-recognized credentials. Twenty-four students passed their Clinical Medical Assistant exam, and became nationally certified medical assistants. Twenty-

two students passed their Nurse Aide Exam, and another thirteen students passed the Home Health Aide certification exam. One talented student earned a gold medal in Basic Health at the SkillsUSA state competition, and qualified to participate in the national competition. (Total student enrollment: 108)

House Carpentry: The Monty Tech House Carpentry program completed a number of projects, large and small during this 2021-2022 school year. Sophomores completed a trail map kiosk for conservation land in Barre, and ten island flower boxes for the Fitchburg East Rotary Club. Juniors and Seniors worked with instructors to complete the annual building project – a single family residence for Habitat for Humanity in Athol, where students completed interior trim and flooring materials, installed the kitchen and bathroom cabinets and exterior porch details. Students and instructors also completed the work for the Hubbardston Habitat for Humanity single family residence that was started but not finished in the previous school year. Local charitable organizations often request donations from the House Carpentry department, and students gladly construct and finish countless Adirondack chairs to support the various fundraising efforts. Three Seniors and one Junior participated in the co-op program, and enjoyed their time working and learning from industry professionals. All Sophomores successfully completed training and received OSHA 10 hour Construction certifications. (Total student enrollment: 59)

HVAC & Property Maintenance: In 2021-2022, Monty Tech HVAC & Property Maintenance students and instructors were called upon to do some work at the Leominster State Police Barracks, where they installed a Variable Refrigerant Flow heat pump, making the facility much more comfortable for officers and staff. Additional requests for support were honored, to include building a new shed at Quabbin Regional High School in Barre, and remodeling a shed located at the Barre Transfer Station. Ten Seniors and one Junior earned co-op placements in area businesses, where they demonstrated the broad spectrum of skills they have acquired in this comprehensive training program. All Seniors received Mega Press Certificates, while all Juniors and Seniors successfully earned the EPA 608 Refrigerant Certification and Hot Works Certification. All Freshmen completed the OSHA 10 hour General Industry certification, while Sophomore students also completed the OSHA 10 hour Construction certification. These industry-recognized credentials are a testimony to the students' skills and understanding of safety practices, and may aid in their employment efforts upon graduation. (Total student enrollment: 57)

Information Technology: The Information Technology program continues to offer students opportunities to earn a wide range of industry-recognized certifications that affirm the technical skill proficiency needed for entry-level careers in networking and information technology. In 2021-2022, all Freshmen completed the OSHA 10-hour General Industry training. Sophomore students passed the Test-out PC Pro Certificate exam, the Cisco IT Essential course for computer repair and maintenance, and the Introduction to Networking course. All Juniors completed the CIW Web Curriculum, and Seniors completed the Cisco Python Programming curriculum. Four seniors qualified for the AP Computer Science Principles exam; three sat for the examination, and one earned a score of 3, earning college credits for his performance. Juniors in the program participated and did quite well in the Cyberpatriot and CyberStart America cybersecurity competitions. One team achieved 1st place and advanced to the National semifinals. Two Seniors and two Juniors were on co-op placements during the year, applying their technical skills in area businesses. In total, approximately 100 hours of technical support were completed at the program's Help Desk, where students worked on hardware and software troubleshooting on desktops, laptops, printers, and mobile devices. (Total student enrollment: 41)

Masonry: The talents of Monty Tech Masonry students are on display throughout district communities, as numerous projects that were completed during the 2021-2022 school year, including constructing scaffolding at the Habitat for Humanity house in Hubbardston, and constructing a block and brick boundary wall with decorative iron panels at the Fay Club in Fitchburg. Students and instructors worked to improve the school's 50 year old campus, patching and repairing sidewalks and stairs to ensure a safe environment for students, staff and guests. Sophomores received their 10 hour OSHA Construction certification, and Freshmen completed the 10 hour General Industry certification. Four Seniors earned co-op placements, and continued to refine their skills working with industry experts. The school's co-op program is an important example of school-to-business partnerships that help build a stronger workforce in our region, and the Monty Tech Masonry instructors remain grateful for their industry supporters. (Total student enrollment: 47)

Plumbing: During the 2021-2022 school year, Students and instructors completed the single family house building project, working with Habitat for Humanity in Athol. Students and instructors also began rough



plumbing for the Habitat for Humanity single family home in Hubbardston. Juniors successfully completed their Hot Works safety training and earned that important credential. Freshmen also completed the 10-hour OSHA General Industry safety training, while Sophomore students completed the 10-hour OSHA Construction safety training and certification. Nine Seniors and three Juniors earned co-op placements, which allowed them to continue to grow in the trade, working with plumbing professionals in the area. Sophomores and Seniors were trained in Viega PEX/copper press, earning another valuable certification. One Senior earned the Plumbing All Star Award given by the Plumbing, Heating, and Cooling Contractors Association of Massachusetts; he was also awarded a scholarship for his continuing education. Another talented Senior was awarded the Central Mass Plumbing & Gas Inspectors Association Scholarship to assist his continued education, as well. (Total student enrollment: 69)

Veterinary Science: The 2021-2022 school year marked important progress for the school's on-site Veterinary Clinic. The clinic was open 5 days/week, every week for the first time since opening in 2019. There was a 3-4 week waitlist for appointments and a 2-3 month waitlist for surgeries. A number of fourth year Tufts veterinary students completed an elective rotation at the school's clinic, providing additional support and opportunities for our students to engage with young adults pursuing a degree and career in the veterinary sciences.



Twenty-two Seniors earned the Certified Veterinary Assistant certification, and all Juniors and Seniors achieved Fear Free Level 1 and Animal CPR Basic Life Support Certification. Seven Seniors and five Juniors were working and learning in area clinics, through the school's co-op program. Three Juniors earned gold medals at the SkillsUSA district competitions, and advanced to the state level to represent the school and program in the Open Job Skills and Extemporaneous Speaking competitions. All Freshmen completed the OSHA 10 hour Healthcare training and certification. At the year's end, students and staff recorded 700 patient visits, and 135 new clients seeking services – a strong testament to the value this clinic has brought to the community. (Total student enrollment: 85)

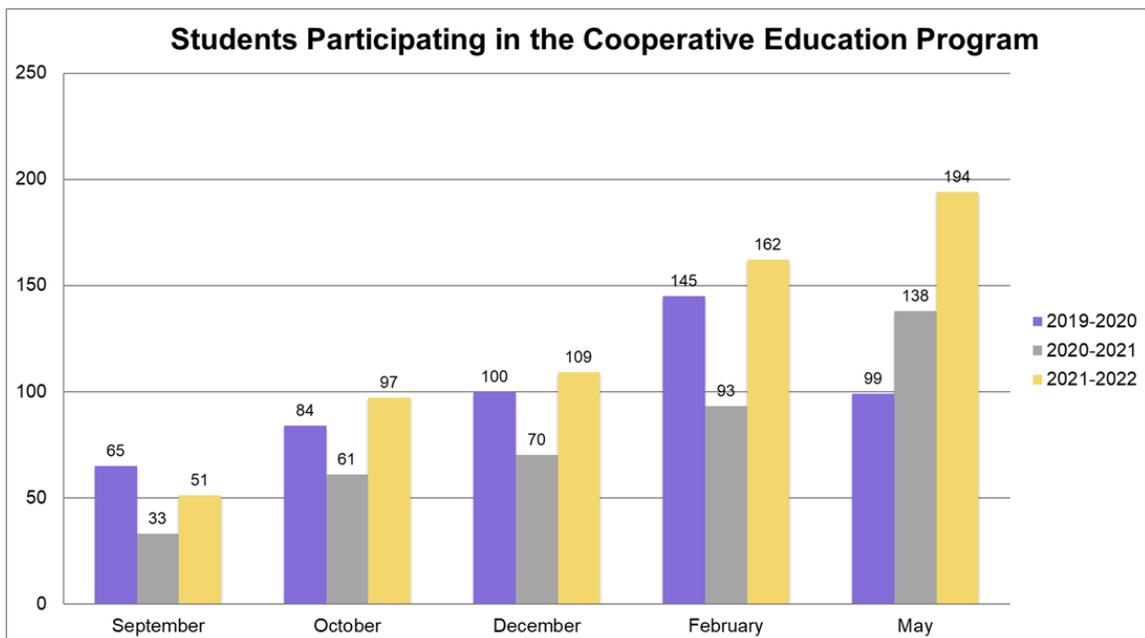
Welding/Metal Fabrication: The Welding/Metal Fabrication Department completed several individual projects for residents of our Monty Tech Community and has also performed numerous projects around the school. Multiple fire pits were fabricated and donated to various organizations in our community, such as the Monty Tech Foundation, Nashoba Valley Chamber of Commerce, and SkillsUSA, supporting their fundraising efforts. The students designed, fabricated, and welded eight rod iron sign brackets for the Petersham Cemetery Committee and modified seventeen railings to accommodate the retaining wall at the Fay Club in Fitchburg. The finished product is something students and staff remain quite proud of.



Six Seniors and five Juniors participated in the school's co-op program, earning entry level jobs in area welding and fabrication shops. Freshmen completed the OSHA 10-hour General Industry certification program, while Juniors completed the Hot Works training and certification, and all students completed the OSHA 10-hour Construction certification. Six Seniors participated in the Notch Mechanical Constructor Pipe Welding Challenge and performed exceptionally well. Instructors proudly report that Seniors qualified for the AWS D1.1 Structural Welding Code Qualification Test. (Total student enrollment: 59)

# Cooperative Education

The Monty Tech Cooperative Education Program is an extension of the student’s technical education that combines classroom instruction with on-the-job-training. The popular Co-op Program provides students with an opportunity to further develop academic, technical and employability skills in an industry-related work environment. All students are eligible to participate in the Co-op Program, provided they satisfy state and school grade, attendance and performance requirements, and all Co-op students have completed the OSHA recognized Career Safe online health and safety course prior to being placed in a work environment..



The Cooperative Education Program is beneficial for both student and employer. For the student, it is a chance to gain on-the-job training that improves both their technical proficiency and employability skills, and making industry connections enhances post-graduate employment opportunities. The Co-op Program also allows students to earn while they learn, which has allowed many students to learn valuable life skills, financial literacy skills, and gain a deeper understanding of the importance of career advancement and self-advocacy.

Employer benefits include addressing workforce needs in an efficient manner. Co-op students provide a pool of trained talent, ready to assume temporary, part-time or even full-time opportunities, thus reducing employer training costs. Co-op work hours may also be tailored to suit the needs of partnering employers.

In 2021-2022, the school saw a return to the workplace, and significant increases in the number of students placed in this valuable training program. With approximately 100 area employers participating in Cooperative Education, providing valuable experience to almost 200 students by the end of the 2021-2022 school year, school officials remain grateful for their continued support, and look forward to future collaborations.

# Student *Support* Services

Given the exciting news that schools could return to ‘normal’ during the 2021-2022 school year, the Department of Student Support Services focused its efforts on students’ social and emotional wellness. Defining a new normal and providing structured supports to students as they acclimated to the demands, pace and rigor of academics, vocational programming and extracurricular activities was a top priority. Staff reflected on student data, strengthened community partnerships, implemented new initiatives and expanded on the level of tiered supports offered to our student population. The department continued its important mission to break the stigma of mental health, knowing that everyone adjusts differently and handles stress in various ways. This unified approach, support, and collaboration helped our student body display resilience, grow individually, and meet success.

At Monty Tech, we understand that everyone will require help at some point; that as individuals we all have strengths and weaknesses, and as a result, we strive to implement thoughtful tiered services that promote a feeling of comfort for students when accessing this support. In addition to the department’s current school-based counseling services, Monty Tech and LUK, Inc. collaborated throughout 2021-2022 with the Department of Public Health to provide services to at-risk students and their families. The district also partnered with LUK to create a direct pipeline for telehealth referrals and increased access to counseling supports. Programs such as the HOPE Squad; a peer to peer suicide prevention program, Project AMP; a program to address prevention of substance use among youth ages 13-17, and Students Taking A New Direction (STAND); a program to support students displaying at-risk behaviors have all been implemented.

The Department of Student Support Services has taken the necessary measures to ensure Social Emotional Learning (SEL) is in the forefront of conversations when supporting students as they acclimate to returning to school full time after lengthy periods of time away. Courses and activities designed to promote mindfulness, understanding, and social emotional wellness are part of the many course offerings. Yoga and Meditative Art, Visual Arts, Directed Studies with Social Emotional Learning lessons are all part of the efforts being implemented to ensure we address the needs of all students and support their individual growth and development in a post pandemic world.

During the 2021-2022 school year, Montachusett Regional Vocational Technical School District provided specialized services to approximately three hundred students – measuring progress of over two hundred students on Individual Education Plans (IEPs) and approximately one hundred students adhering to individualized Section 504 plans. While the Student Support Services Department encompasses special education, the department provides support and is available to all Monty Tech students.

The Student Support Services department includes a full-time nursing staff that continues to respond to COVID concerns, administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student’s IEP meetings. The department benefits from a full-time school social worker that participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, proper food and clothing, and military status deployments. The school is also fortunate to have on staff a full-time psychologist, who evaluates all students referred for an initial evaluation or who may require a three-year re-evaluation. In addition, we have a full-time speech language pathologist, available to assist students with disabilities, assess these students and consult with teachers. Finally, our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions, mental health emergency treatment, medical/mental health re-entry and transition support services, as well as crisis intervention.

The school's Director of Student Support Services oversees the District's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. The comprehensive review and evaluation are done in collaboration with the Special Education Parent Advisory Council (SEPAC), and the results are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School. The district will be working with the Department of Elementary and Secondary Education (DESE) during the 2022-2023 to review all special education services, timelines, and programs.

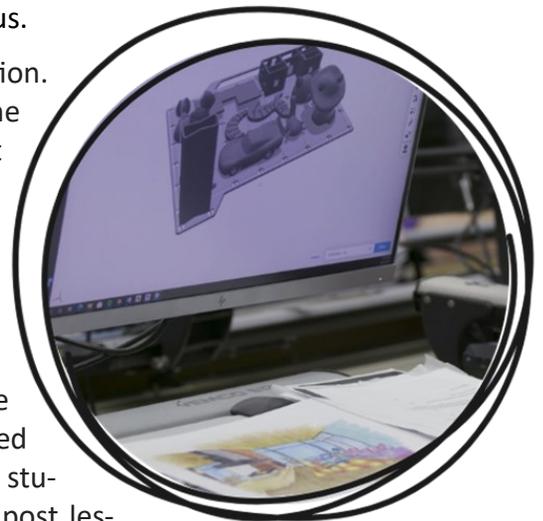
## Technology @ Monty Tech

The 2021-2022 school year was a welcome return to normalcy at Monty Tech, relieving the Technology Department of the challenges presented by hybrid and remote instruction and learning that was necessary in previous years. That also meant the department could focus its attention on vetting, selecting and beginning the migration to a new Student Information System. Technology specialists led this complex effort, moving away from Aspen X2 and into Powerschool, which is expected to be a more user-friendly platform, serving students, parents and teachers more efficiently. In addition, the school implemented Performance Matters, a software program that will track and analyze student outcomes. By targeting student achievement and areas of concerns, teachers will be able to immediately address challenges students are facing and offer remediation.

Across the school, students were provided with updated technology to improve vocational training. The Business Technology program received new computers with updated software for their students' use. Students and instructors in the school's CAD/Drafting Technology program also received robust new computers and associated software, and the school's busy Graphic Communications department received long-awaited, high capacity copiers, so that their older machines could be redistributed for teacher use throughout the campus.

Finally, the school invested in a Dell EMC Virtual server solution. This advanced technology can handle the work of twenty-one physical servers, placing them into four much more efficient nodes. These new nodes can handle up to seventy-five servers, so there is room for expansion as the school's technology needs grow in future years.

Monty Tech students continue to benefit from a 1:1 Chromebook initiative, as the school is in its 6<sup>th</sup> year of providing every student with their own device. While the effects of the pandemic may have declined, lessons learned remain. Instructors who found that communicating with students through Google Classroom or Schoology continue to post lessons, collect assignments, and even offer assessments via this tool. Throughout the 2021-2022 school year, the Technology Department continued to support the additional use of this technology, spending countless hours during the school year upgrading the network and increasing the bandwidth coming into the school to sustain video and audio conferencing, and increased network traffic.



# Service Learning

The Monty Tech Marine Corps Junior Reserve Officer Training Corps (MCJROTC) remains one of the school's most worthwhile and engaging programs available to its students. This outstanding leadership program, based on the foundations of instilling a value of citizenship, service to the United States, personal responsibility, and a sense of accomplishment, provides students with countless opportunities to serve as ambassadors in their communities, through the routine demonstration of student leadership development, volunteerism, perseverance, and dedication.



During the 2021 - 2022 school year, MCJROTC Cadets participated in more than 2000 hours of community service and volunteerism. Cadets assisted the Salvation Army by collecting more than \$25,000 in donations, which provided aid to countless families in need during the holiday season.

The Monty Tech MCJROTC cadets were actively involved in the Royalston Police Fair, providing assistance to local vendors, the police department and community residents with the setup and breakdown of this popular event. This annual event raised more than \$4,500 to support the Police Reform Act.

Our cadets also enjoyed service at the Wachusett Brewery-Rock & Roll 5K in Westminster, MA, where they helped raise funds for the NEADS Organization. NEADS trains service dogs for individuals with mental and physical disabilities, many of whom are veterans. To ensure this program was a success, cadets assisted with parking and traffic control for the runners, and assisted vendors with setup and tear down. Another community event that was a highlight for our students was the Annual Blacksmith Festival in Fitchburg MA. Monty Tech cadets assisted competitors and vendors, and while doing so, learned a great deal about community volunteerism and the craft of blacksmithing as a fine art.

Each year, we ask our school community to consider families who may not have a bountiful, healthy meal to look forward to during the holidays. In 2021, we were humbled by an outpouring of donations, which allowed our cadets to assemble more than 100 Thanksgiving and Christmas baskets to be distributed to deserving families in the Monty Tech Community.

While service to others and supporting community events are an essential part of our program, the Monty Tech cadets report a special feeling of pride when assisting with local color guards and participating in community parades. In 2021-2022, these special events were numerous, with as many as nine color guards local civic and veteran ceremonies, which are always a highlight for students and instructors alike.

As our students learn the importance of giving back today, it is also important that they learn our history. To that end, 150 cadets travelled to Boston to walk the freedom trail, visit Faneuil Hall and learn more about our American history. Finally, during the summer of 2022, 60 cadets participated in team building skills, leadership development and physical fitness at Prince William Forest in Triangle, VA. They learned about the history of the Marine Corps as well as American flight history by visiting the Marine Corps Museum, and the Dulles Air and Space Museum. Cadets also travelled to the Marine Corps Base Quantico, where they received a class on Marine Corps and Foreign weapons from the Marine Corps Weapons Training Battalion Staff. It wasn't all work, though. Our outstanding cadets enjoyed the experience of water rafting, zip lining and a celebratory banquet to wrap the memorable week.



# Evening Programs

The Monty Tech School of Continuing Education had an exciting FY22, receiving more than \$600,000 in training grants. School leaders applied for and received a generous Career Technical Initiative Grant, which provided the funding needed to rollout new training programs, offered to qualified unemployed or underemployed participants at no charge.

New training programs in Welding and HVAC were developed and saw their first cohort enroll. Students completed 250 hours of training, both in person and virtual, and left with industry-recognized credentials that include Hot Work Certification, OSHA 10 Hour Certification, and an American Welding Society (AWS) Endorsement. Upon completion, students were assisted, in partnership with MassHire North Central Career Center, in job placement.

As we continue to monitor workforce needs and skills gaps, the School of Continuing Education works closely with the MassHire North Central Career Center to determine specific training programs that are most in-demand. Our overarching goal to support the North Central Massachusetts workforce readiness pipeline with an increase in career and licensure courses is evident in new programs that are developed, existing programs that are refined and in traditional journeyman/apprenticeship programs that remain a hallmark of our institution.

Many other career-track students were eager to return in-person instruction. The popular Cosmetology program was able to reopen their nighttime salon, providing services to clientele during the evening hours, while electrical and plumbing programs were able to resume, and students were back in the classroom, learning from experienced and licensed professionals.

A large medical professional shortage arose in the workforce, due to the pandemic. As a result, graduates from our evening medical programs continue to be in high demand. Valuable training programs like Certified Phlebotomy Technician, Certified Clinical Medical Assistant, Certified EKG Technician, Certified Nurse Aide and Certified Home Health Aide, are able to help close noted work force shortages. With state recognized and nationally recognized credentials, Monty Tech students are prepared and ready to join the regional workforce.

Serving more than 1,000 community members annually, the Monty Tech School of Continuing Education strives to provide an accessible and supportive learning environment to an adult population seeking workforce training that will lead to high-wage, high-skill jobs.

The Monty Tech Practical Nursing Program is designed to prepare graduates to practice safely and ethically in a caring manner for patients who are experiencing common variations in health status in diverse health care settings.

On June 23, 2022 a graduating class of 16 students completed the Practical Nursing Program and entered the nursing profession. The class has thus far achieved a pass rate of 95% on the NCLEX-PN exam (National Council Licensure Examination for Practical Nurses). Program graduates are currently employed in the health care profession throughout Massachusetts, working in various health care settings, such as long-term care, sub-acute care, mental health/substance abuse facilities, physicians' offices and correctional medicine.





The Monty Tech Practical Nursing Program continues to strengthen the “LPN to BSN (Bachelor of Science in Nursing) Bridge” relationship with Fitchburg State University (FSU). Former graduates have successfully transferred into seats in the LPN to BSN Bridge program at FSU and will continue their education to a Bachelor’s of Science in Nursing. Many class applicants cited their attraction to Monty Tech as the opportunity to complete a ten-month accelerated program and then bridge to Fitchburg State University. In the seven -year history of the Bridge Program, all of Monty Tech’s Practical Nursing graduates reaching graduation at FSU have passed their NCLEX-RN exam. These former graduates have gone on to work in

hospital settings including Heywood Hospital, Beth Israel, and Baystate Medical Center, while others have pursued advanced degrees as Critical Care Nurse Practitioners, Nurse Educators, and Family Practice Nurse Practitioners.

In 2021-2022, Monty Tech Practical Nursing students were asked to complete patient scenarios in the Sim Labs in Terms 2 and 3. The Faculty Sim team has implemented National League of Nursing (NLN) patient scenarios and authored several others consistent with the National Council of State Board of Nursing Detailed Test Plan. Instructors have also utilized the Sim lab setting to instruct students in developing nursing skills that they may not be experiencing in the clinical setting.

By successfully developing and implementing a vast library of scenarios reflecting International Association for Clinical Simulation and Learning standards, we hope to prepare our students for any experience they may encounter as a newly licensed Practice Nurse. In Maternity Sim Lab Boot Camp, for example, students utilize the simulation models to imitate the birthing process, from obstetric office visits through labor and common postpartum complications. Well newborn care is also taught. Student feedback has been positive regarding these maternity scenarios, stating it better prepares them for an unexpected outcome during a delivery. This expanded content also better prepares students for Nursing Acceleration Challenge Exam success at Fitchburg State University.

Substance abuse and the mental health setting job opportunities have increased with more funding being provided to combat the opiate crisis. In addition to having specialty clinical rotations, students participate in simulation scenarios involving substance abuse and mental health clients, to help to prepare our graduates to work in a substance abuse clinical setting.

The 2022-2023 school year may bring new leadership to Monty Tech, but the vision for

# Looking Ahead

improving programs and creative means to accomplish our collective goals will remain intact. In any given year, school districts may make improvements to facilities, upgrade instructional materials, or even implement new and meaningful programs, but at Monty Tech, such evolution is expected. It is imperative that each of our twenty-one vocational training programs stays current, and that our training facilities are safe and reflect current industry standards. Local budgets do not always allow for such improvements and innovation, and so school officials continue to seek funding streams and collaborative partnerships that allow the school to grow and expand to effectively serve students in grades 9-12 and beyond. A few of the more notable initiatives that we expect to have a positive impact on our school and students in the coming years include:

Farm-to-table instruction and increased access to healthy foods: With a first-ever grant award from the Massachusetts Executive Office of Energy and Environmental Affairs, Monty Tech looks forward to the establishment of an on-site farm, housed in a shipping container. The “Freight Farm” is expected to address negative economic impacts caused by the recent COVID crisis, still felt by our students and their families today. With the capability of growing as many as 1,450 heads of lettuce every three weeks, this on-site farm will allow school officials to expand the school’s already generous meal program, saving the school as much as \$38,000 in produce costs annually. School officials look forward to using this incredible technology to infuse farm-to-table lessons into the Culinary Arts program, establish a Free Pantry at the School for any student in need, and grant free produce to students and families in need.



Grant funding to improve and expand training programs: Monty Tech has applied for and received eight Skills Capital Grants, totaling more than \$2.5M. School officials anticipate a FY23 application may be forthcoming, and as a result, have met to determine which program is in need of a shop renovation, updated equipment, and/or new technology that reflects current industry standards. The school’s Culinary Arts program, which operates a busy, full-service restaurant, preparing students for both “front of the house” and “back of the house” careers may be the next vocational program to benefit from Skills Capital grant funding, should an application be approved. School officials envision improvements to the expansive training kitchen and restaurant area, to accommodate new and updated training equipment and industry trends. In addition, because Monty Tech recently awarded a Round 5 Career Technical Initiative Grant, school officials look forward to expanding the already successful evening training programs to include Electrical, Culinary Arts, Welding, Property Maintenance, and CNC Operator programs in FY23.

New partnerships to increase access to vocational programs: Since 2019, Monty Tech school officials have been in conversations with area school leaders, to determine if there is an interest in developing programs that would expand access to vocational training opportunities for students who may be enrolled in sending school districts, but who are looking for training that will support their post-graduate goals. By modifying the Department of Elementary and Secondary Education’s “After Dark” guidelines, Monty Tech school officials are confident that a unique collaboration could provide just what these students seek. In FY23, school officials expect to resume conversations, outlining plans to bring new training programs to area students. Monty Tech will identify grant opportunities to fund the needed equipment, supplies and materials, while partnering districts will work to develop student schedules and outline a Memorandum of Agreement (MOA) that outline’s their financial commitment to this endeavor. While Monty Tech officials look forward to this work in 2022-2023, the highly anticipated training programs are not expected to open until Fall 2024, giving Monty Tech students and instructors ample time to locate a facility, and renovate it to create a safe, state-of-the-art training facility that replicates those already in operation on our main campus.



With a responsibility to serve more than 1,400 students in grade 9-12 daily, as many as 1,000 adult learners in our evening programs, and now an additional 80-100 students in grades 11-12 from area high schools, Monty Tech leaders understand that this work cannot be accomplished alone. Partnerships with area school and business leaders, promises to interview and hire our graduates, and opportunities for instructors to participate in meaningful professional development will continue to help us reach our common goal – to effectively train the next generation’s workforce in high-wage, high –skill jobs for a better future.

# Monty Tech Leadership

The district continues to benefit from a talented leadership team whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent, the team has transformed the school into one of the most sought-after high schools in North Central Massachusetts

*Thomas R. Browne, Superintendent-Director*

*Dayana Carlson, Principal*

*Tammy Crockett, Business Manager*

*Kim Curry, Co-Operative Education Coordinator*

*Christina Favreau, Director of Academic Programs*

*Michael Gormley, Director of Facilities*

*Donald Kitzmiller, Director of Technology*

*Christine Leamy, Dean of Admissions*

*Samantha McGuane, Data Analysis and Accountability Coordinator*

*Ryan Rege, Director of Vocational Programs*

*Kathryn Schmidt, Assistant Principal*

*Katy Whitaker, Development Coordinator*

*Victoria Zarozinski, Director of Student Support Services*

In addition, the Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures. Our students continue to benefit from the broad scope of their experiences and varying perspectives, and we are thankful to the following members of the 2022-2023 School Committee for their outstanding service.

*Eric Commodore, Gardner —Chair*

*John Columbus, Templeton —Vice Chair*

*Julie Marynok —Secretary*

*Jeffrey Gallant —District Treasurer*

*Diane Swenson, Ashburnham*

*Peter Capone, Ashby*

*Jeffrey Raymond, Athol*

*Whitney Marshall, Barre*

*Robert Campbell, Fitchburg*

*Michael Hurley, Fitchburg*

*Dr. Ronald Tourigny, Fitchburg*

*Melanie Weeks, Fitchburg*

*James S. Boone, Gardner*

*Jeanne Bartlett, Harvard*

*Donna Lafayette, Hubbardston*

*Barbara Reynolds, Lunenburg*

*Eric Olson, Phillipston*

*John P. Mollica, Princeton*

*Jessica Schanz, Royalston*

*William Brassard, Sterling*

*John Columbus, Templeton*

*Ross Barber, Westminster*

*Tamrah Estes, Winchendon*

Respectfully Submitted By:

Thomas R. Browne, Superintendent-Director

January 31, 2023

---

Montachusett Regional Vocational Technical School - 1050 Westminster Street

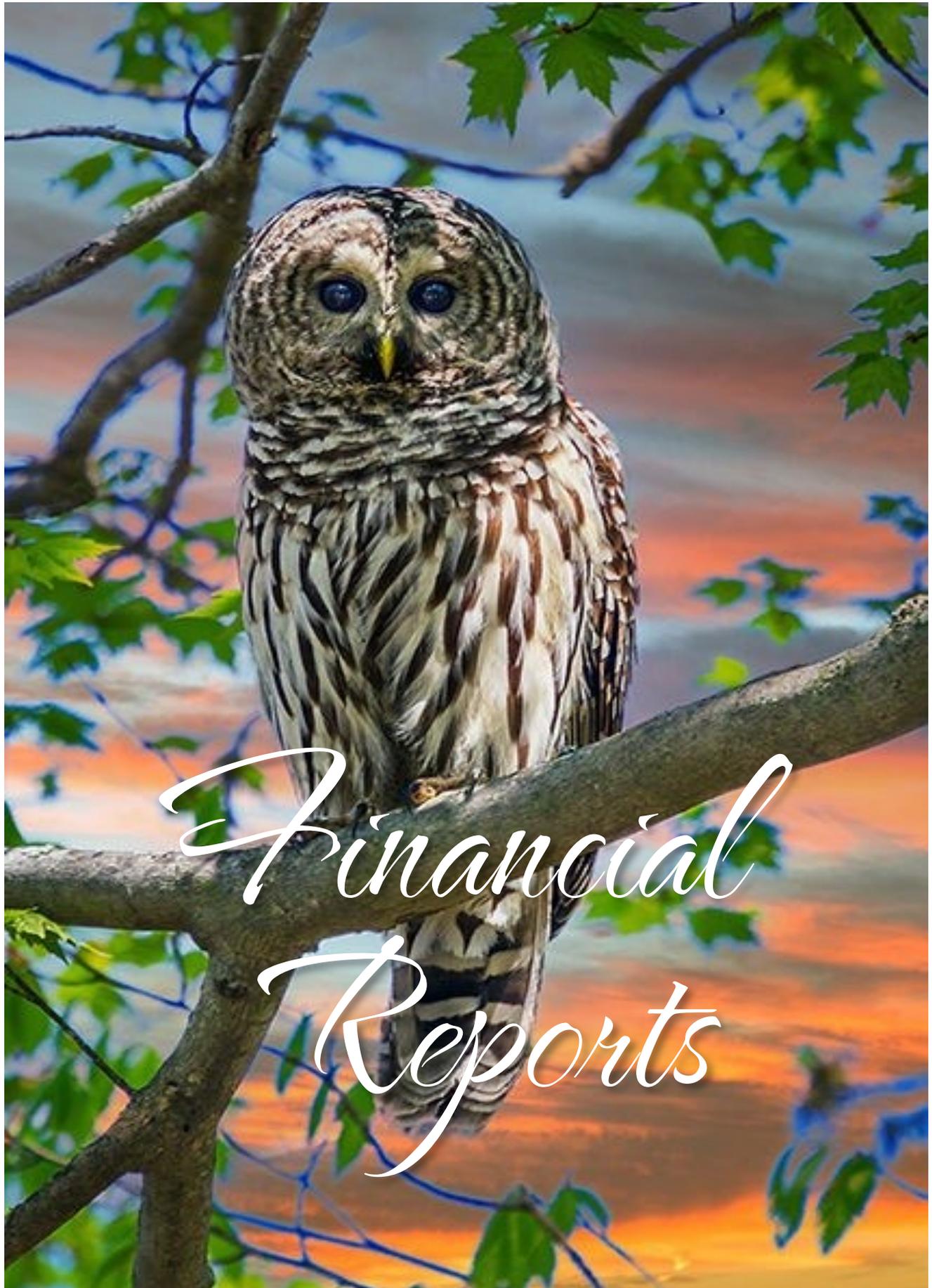
Fitchburg, MA 01420

(978) 345-9200

[www.montytech.net](http://www.montytech.net)







# Board of Assessors

The Board of Assessors respectfully submits their annual report for 2022. The Board held 8 posted meetings.

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

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

The Assessor's Office hours are: Monday, 7-7, Tuesday-Thursday, 7:30-4:30, Friday we are closed. The phone number is 978-874-7401 and the fax is 978-874-7462. Field Cards, Plot Plans & Assessor forms are on the Westminister Website. [www.westminister-ma.gov](http://www.westminister-ma.gov)

The following is information compiled during the calendar year 2022:

# Of motor vehicle bills processed	11,073
\$ Amount committed to collector	1,511,008.18
# Of motor vehicle abatements granted	330
\$ Amount of abatements granted	35,887.79

During 2022, the Board of Assessors were required to do an Interim of the whole town, for real estate, and submit a LA3 Report to the Department of Revenue; this is required every year. This form reports the results of sales analysis for real estate and review of commercial and industrial market indicators. The community's assessments must be equitable and consistent with accepted 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/Collector, Board of Health, Board of Selectmen, Conservation Commission, Personnel, Accountant, Town Administrator, Town Planner, Town Clerk, Veteran's Agent, Council on Aging, Highway Department, Police Department and the Building Department.



(L to R): Ann Marie Page (Assessor Clerk),  
Robin Holm (Assessor)

## *Board of Assessors*

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

Respectfully submitted,

Donald Frigoletto, Chairman

Robin L. Holm

Robert J. Sampson



### THE FOLLOWING WERE CALCULATED ON A FISCAL YEAR 2022 (JULY 1, 2021– JUNE 30, 2022)

Fiscal year 2022 tax rate \$15.80 per thousand dollars of valuation

	<u>VALUE</u>	<u>TAX</u>
Real Estate	1,090,348,815	\$17,227,511.27
Commercial	60,114,752	\$949,813.08
Industrial	41,424,400	\$654,505.52
Personal Property	<u>52,747,915</u>	<u>\$833,417.06</u>
Totals	1,244,635,882	\$19,665,246.93

<b>EXEMPTIONS GRANTED</b>	<u>NUMBER</u>	<u>AMOUNT</u>
Widow/widower		
Clause 17D	17	\$3,120.86
Veterans:		
Clause 22	58	\$23,200.00
Clause 22E	27	\$27,000.00
Clause 22D	2	\$8,539.90
Clause 22 Paraplegic	1	\$3,902.60
Blind:		
Clause 37A	0	\$0
Elderly:		
Clause 41B	10	\$5,245.00

*Treasurer/Collector*

**TOWN COLLECTOR'S REPORT**

**PERIOD ENDED JUNE 30, 2022**

	FISCAL YEAR	COMMITTED FORWARDED	COLLECTED	ABATED OR LIENED	REFUNDED OR ADJUSTED	BALANCE
<b>REAL ESTATE TAX</b>	2021	192,366.29	192,057.09	0.00	-309.20	0.00
	2022	18,831,830.86	18,585,957.91	135,673.62	86,381.16	196,580.49
<b>PERSONAL PROPERTY TAX</b>	2020	(7910.09)	629.00	85.10	8,624.19	0.00
	2021	36,139.41	38,051.15	384.96	7,942.56	5,645.86
	2022	833,417.07	736,875.53	40,702.58	42,845.40	98,684.36
	all years	10,136.33	5,443.22	0.00	0.00	4,693.11
<b>MOTOR VEHICLE EXCISE</b>	2015	3,524.80	319.38	3,205.42	0.00	0.00
	2016	2,704.70	272.81	2,431.89	0.00	0.00
	2017	4,356.67	398.96	30.00	0.00	3,927.71
	2018	8,836.56	580.21	0.00	0.00	8,256.35
	2019	9,935.46	1,647.65	54.17	54.17	8,287.81
	2020	16,022.77	10,540.16	721.61	595.41	5,356.41
	2021	328,044.10	301,033.95	17,131.19	18,674.56	28,553.52
	2022	1,360,254.61	1,205,111.65	25,198.11	12,939.39	142,884.24
<b>WATER USAGE</b>	2021	105,152.92	42,929.29	62,907.25	683.62	(0.00)
	2022	948,683.80	893,241.47	2,875.72	1,732.22	54,298.83
<b>WATER LIENS</b>	2021	471.91	619.59	0.00	147.68	0.00
	2021	62,686.28	47,231.79	618.68	525.58	15,361.39
<b>WATER SERVICES</b>	2021	555.68	593.18	0.00	37.50	0.00
	2022	5,236.51	5,086.51	0.00	0.00	150.00





*Treasurer/Collector*

**TOWN COLLECTOR'S REPORT  
PERIOD ENDED JUNE 30, 2022**

	FISCAL YEAR	COMMITTED FORWARDED	COLLECTED	ABATED OR LIENED	REFUNDED OR ADJUSTED	BALANCE
<b>HOLMES PARK WATER ASSESSMENT</b>	2021	171.59	171.59	0.00	0.00	0.00
	2022	3,680.21	3,508.62	0.00	0.00	171.59
<b>LEINO PARK WATER ASSESSMENT</b>	2021	575.00	575.00	0.00	0.00	0.00
	2022	35,075.00	34,500.00	0.00	0.00	575.00
<b>SEWER USAGE</b>	2021	69,757.07	31,044.39	38,948.95	236.27	0.00
	2022	1,207,284.61	1,141,965.67	1,639.18	1,648.71	65,328.47
<b>SEWER LIENS</b>	2021	1,423.78	1,423.78	0.00	0.00	0.00
	2022	41,225.06	40,598.81	0.00	0.00	626.25
<b>SEWER SERVICES</b>	2021	2,692.85	454.24	2,276.11	37.50	0.00
	2022	5,354.68	5,279.68	0.00	0.00	75.00
<b>SEPTIC LOAN NOT YET DUE</b>	2016	158,309.17	21,157.80	15,131.49	0.00	122,019.88
<b>SEPTIC LOAN</b>	2021	2,959.77	0.00	2,959.77	0.00	0.00
<b>LOAN PRINCIPAL</b>	2022	15,131.49	13,519.37	0.00	0.00	1,612.12
<b>SEPTIC LOAN</b>	2021	691.58	0.00	691.58	0.00	0.00
<b>LOAN INTEREST</b>	2022	3,409.28	3,086.89	0.00	0.00	322.39
<b>SEPTIC LOANS LIENED</b>	2022	3,651.35	3,651.35	0.00	0.00	0.00

*Treasurer/Collector*

**TOWN TREASURER'S REPORT**

**PERIOD ENDED JUNE 30, 2022**

	FISCAL YEAR	COMMITTED OR FORWARDED	SUBSEQUENT TAXES ADDED	COLLECTED	ABATED OR TRANSFERRED TO TAX POSSESSIONS	BALANCE
<b>TAX LIENS RECEIVABLE</b>	all	\$333,331.62	\$23,372.71	\$180,743.37	\$35,639.54	\$140,321.42
<b>TAX POSSESSIONS</b>	all	168,307.85	0.00	0.00	168,307.85	0.00
<b>DEFERRED TAXES</b>	all	0.00	0.00	0.00	0.00	0.00



(L to R) Corinne Jarvi (Asst Collector),  
 Melinda Horrigan (Treasurer/Collector),  
 Janet Baczewski (Asst Treasurer),  
 Sheila Casey (Treasurer/Collector Clerk)



*Treasurer/Collector*

**TOWN TREASURER'S REPORT**

**PERIOD ENDED JUNE 30, 2022**

**GENERAL FUND**

Town Clerk's Cash Drawer	100.00
Treasurer/Collector's Cash Drawer	100.00
DPW's Cash Drawer	50.00
Citizens Bank	525,207.72
Eastern Bank	1,348,508.02
Enterprise Bank	2,185,810.75
Greenfield Cooperative Bank	1,247,641.39
Massachusetts Municipal Depository Trust	380,978.62
Rollstone Bank	250,677.18
UniBank for Savings	7,147,366.38
Webster Five	2,920,117.43
TD Bank	516,798.87

**SPECIAL FUNDS**

Citizens Bank

1856 Hearse House Building Fund	698.36
250th Anniversary Fund	24,893.13
Aalto/Salo Memorial	2,823.68
Altobelli Memorial	3,449.26
Board of Health 53G	0.14
Compost Bin Sales	206.67
Conservation Commission/Stein Fund	1,455.57
Cultural Council	13,868.61
Forbush Memorial Library Endowment Fund	583.80
Inflow & Infiltration	4,597.65
Law Enforcement Trust	32,888.68
Library State Grant	38,621.20
Planning Board Escrow	129.60
Planning Board Escrow/Rte. 31 Business Park	29,414.51
Planning Board Escrow/Westminster Woods/53G	965.17
ZBA Cell Tower/53G	326.15
Zoning Board/Kingsbury Arms/53G	769.87
Zoning Board/Mountain View Estates/53G	3,128.70
Westminster Business Park Phase II	234,481.87
Westminster Business Park 53G Depot	20,875.83
Nexamp Solar Theodore Drive	63,100.26
Nexamp Solar 235 So Ashburnham Road Bond	63,358.12
Newton Road Subdivision II	1.20
Westminster Estates II	1,491.84
Biz Park Roadway A	1,944.00
Porter Page Subdivision Review	2,278.11

## *Treasurer/Collector*

### **SPECIAL FUNDS**

#### **Citizens Bank (continued)**

Lighthouse Lane	138,340.81
Borrego Solar - Livermore	1,489.49
Bean Porridge Hill Solar 53G	1,759.98
26 Theodore Drive Solar	40,020.88
Senior Housing Site Plan Review	1.12
Village at Old Mill 53G	254.07
Overlook Solar Construction	12,306.11
Kiwi Court Inspection	50.04
Blacks Pond Road	474.25
Kjumbo Capital Warehouse Plan Review	9.31
Rowtier Dr Solar Inspection	2,998.25
Sargent Road Solar Inspection	5,667.96
O'Connor Drive Inspection	517.15
WPB Lot 1-8 Earth Removal Plan Revision	1,176.00
Narrows Earth Inspection	3,561.26
Overlook Solar Review	0.06
Jordan Lane Construct Insp	798.00

#### **Bartholomew & Company**

Stabilization Fund/General	5,341,340.36
Stabilization Fund/Building Maintenance	1,508,560.06
Stabilization Fund/Capital Equipment	2,558,106.50
Stabilization Fund/Technology	1,037,009.95
Stabilization Fund/OPEB	336,418.46
Stabilization Fund/Road Maintenance	2,539,724.24
Stabilization Fund/Pension	5,964,698.88

### **TRUST FUNDS**

#### **Bartholomew & Company**

Charles F. Giles Fund	122,897.32
Conservation Fund	7,557.74
Fred W. Smith Poor Fund	128,545.31
Joseph Forbush Worthy Poor Fund	93,850.62
Westminster Grange Fund	625.38
OPEB Trust Fund	245,997.48

### **CEMETERY FUNDS**

#### **Bartholomew & Company**

Expendable Funds/Non-Expendable Funds	339,215.89
---------------------------------------	------------

### **LIBRARY FUNDS**

#### **Bartholomew & Company**

Expendable Funds/Non-Expendable Funds	73,772.35
---------------------------------------	-----------

### **GENERAL FUNDS**

#### **Bartholomew & Company**

General Fund	261,962.75
--------------	------------

**TOTAL ALL FUNDS** 37,839,416.37

# OTHER DEPARTMENTS

## *Human Resources*

:Sonjia Fichtel, Personnel Administrator



## *Maintenance*

(L to R)  
Whitney Gikis (Supervisor),  
Randy Sullivan



## *Technology Dept*

(L to R) Jon Maxwell (IT Specialist)  
Dan Landry (CIS Specialist)

## Town Accountant

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

In fiscal year 2022 the Town Accountant oversaw financial transactions of \$36,295,508 in revenue and receipts and \$35,831,826 in expenditures, for a combined total of transactions in the amount of \$72,127,334.

The following financial statements are included in this report:

- Balance Sheet-All Funds Types and Account Groups
- Appropriation and Expenditure Report/Activity Report
- Detailed Schedule of Receipts

Helpful information for understanding the financial statements reported.

### Definitions

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

**Proprietary Funds** - The Town maintains two types of proprietary funds.

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

**General Fund** - The government's primary operating fund. It accounts for all financial resources of the general government except those required to be accounted for in another fund.

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

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

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

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

Respectfully submitted,

Julie M. Costello, CPA  
Interim Town Accountant

(L to R): Maria Haggerty (Asst Town Accountant),  
Julie Costello (Town Accountant)



*Town Accountant*

**Appropriation / Expenditure Report FY 2022**

**Appropriation Accounts / General Fund**

	Appropriation/ Transfers	Expenditures	Unexpected Balances	
<b>Board of Selectmen</b>				
Personal Services	\$ 4,000.00	\$ 493.00	\$ 3,507.00	*
Expenses	\$ 27,250.00	\$ 27,221.93	\$ 28.07	*
Encumbrance	\$ 150.00	\$ 150.00	\$ -	
Subtotal - Selectmen	\$ 31,400.00	\$ 27,864.93	\$ 3,535.07	
<b>Town Administration</b>				
Personal Services	\$ 174,550.00	\$ 142,667.00	\$ 31,883.00	*
Expenses	\$ 27,020.00	\$ 6,627.79	\$ 20,392.21	*
Computer System Updates	\$ 50,388.50	\$ 45,955.17	\$ 4,433.33	
Giles Fund Emergency	\$ 9,603.75	\$ 6,961.49	\$ 2,642.26	
Public Safety Communication System	\$ 138,524.12	\$ 138,524.12	\$ -	
Upgrade Telephone System	\$ 4,922.81	\$ 3,646.78	\$ 1,276.03	
PriorYear Bills	\$ 550.00	\$ 538.54	\$ 11.46	*
Secure/Demolish Vacant Properties	\$ 29,670.00	\$ 23.26	\$ 29,646.74	*
Firewall Town Hall & PSB	\$ 10,000.00	\$ 6,148.75	\$ 3,851.25	
Communications Tower	\$ 292,384.23	\$ 292,384.23	\$ -	
Replace Virtualized Server	\$ 70,000.00	\$ -	\$ 70,000.00	
Subtotal - Coordinator	\$ 807,613.41	\$ 643,477.13	\$ 164,136.28	
<b>Advisory Board</b>				
Expenses	\$ 650.00	\$ 643.00	\$ 7.00	*
Subtotal - Advisory Board	\$ 650.00	\$ 643.00	\$ 7.00	
<b>Reserve Fund</b>				
Transfers (Memo)	\$ 43,617.52	\$ -	\$ 43,617.52	*
<b>Town Accountant</b>				
Personal Services	\$ 100,105.00	\$ 99,890.80	\$ 214.20	
Expenses	\$ 36,900.00	\$ 23,580.71	\$ 13,319.29	
Subtotal - Accountant	\$ 137,005.00	\$ 123,471.51	\$ 13,533.49	*
<b>Board of Assessors</b>				
Personal Services	\$ 70,298.00	\$ 61,269.10	\$ 9,028.90	
Expenses	\$ 20,964.00	\$ 18,274.86	\$ 2,689.14	
Subtotal - Assessors	\$ 91,262.00	\$ 79,543.96	\$ 11,718.04	*
<b>Revaluation</b>				
Revaluation Consultant - FY22	\$ 25,000.00	\$ -	\$ 25,000.00	
Revaluation Consultant - FY21	\$ 25,000.00	\$ -	\$ 25,000.00	
Revaluation Consultant - FY20	\$ 50,000.00	\$ -	\$ 50,000.00	
Revaluation Consultant - FY19	\$ 41,465.64	\$ 10,333.98	\$ 31,131.66	*
Subtotal - Revaluation	\$ 141,465.64	\$ 10,333.98	\$ 131,131.66	

## *Town Accountant*

	Appropriation/	Expenditures	Unexpected	
<b>Town Treasurer/Collector</b>				
Personal Services	\$ 161,600.00	\$ 150,733.98	\$ 10,866.02	
Expenses	\$ 19,816.00	\$ 8,164.88	\$ 11,651.12	
Subtotal - Treasurer/Collector	\$ 181,416.00	\$ 158,898.86	\$ 22,517.14	*
		-		
<b>Legal</b>				
Expenses	\$ 85,000.00	\$ 69,708.35	\$ 15,291.65	
Subtotal - Legal	\$ 85,000.00	\$ 69,708.35	\$ 15,291.65	*
<b>Personnel Administration</b>				
Personal Services	\$ 51,460.00	\$ 51,541.00	\$ (81.00)	
Expenses	\$ 18,250.00	\$ 17,314.45	\$ 935.55	
Subtotal - Personnel	\$ 69,710.00	\$ 68,855.45	\$ 854.55	*
<b>Data Processing</b>				
Personal Services	\$ 68,732.00	\$ 69,496.29	\$ (764.29)	
Expenses	\$ 116,596.00	\$ 115,990.56	\$ 605.44	
Public Safety Radio	\$ 15,591.50	\$ 15,591.50	\$ -	
Subtotal - Data Processing	\$ 200,919.50	\$ 201,078.35	\$ (158.85)	*
<b>Tax Title Foreclosure</b>				
Tax Title Foreclosures - FY19	\$ 14,526.18	\$ 13,772.47	\$ 753.71	*
Subtotal - Tax Title Foreclosure	\$ 14,526.18	\$ 13,772.47	\$ 753.71	
<b>Town Clerk</b>				
Personal Services	\$ 92,093.00	\$ 83,100.49	\$ 8,992.51	*
Expenses	\$ 10,930.00	\$ 8,159.38	\$ 2,770.62	*
Voting Tabulator	\$ 5,900.00	\$ 5,700.00	\$ 200.00	
Subtotal - Town Clerk	\$ 108,923.00	\$ 96,959.87	\$ 11,963.13	
<b>Elections &amp; Registration</b>				
Personal Services	\$ 5,552.00	\$ 2,064.01	\$ 3,487.99	
Expenses	\$ 14,605.00	\$ 8,720.69	\$ 5,884.31	
Encumbrance	\$ 7,403.75	\$ 7,403.75	\$ -	
Subtotal - Election & Registration	\$ 27,560.75	\$ 18,188.45	\$ 9,372.30	*
<b>Conservation Commission</b>				
Personal Services	\$ 39,656.00	\$ 39,818.34	\$ (162.34)	*
Expenses	\$ 1,050.00	\$ 293.00	\$ 757.00	*
Consultant/Forester Muddy Pond	\$ 4,000.00	\$ -	\$ 4,000.00	
Consultant/Forester Old Turnpike Rd	\$ 4,000.00	\$ 2,500.00	\$ 1,500.00	
Subtotal - Conservation Commission	\$ 48,706.00	\$ 42,611.34	\$ 6,094.66	

## *Town Accountant*

	Appropriation/ Transfers	Expenditures	Unexpected Balances
<b>Town Planner</b>			
Personal Services	\$ 79,132.00	\$ 78,828.05	\$ 303.95
Expenses	\$ 4,050.00	\$ 2,856.91	\$ 1,193.09
Subtotal - Town Planner	\$ 83,182.00	\$ 81,684.96	\$ 1,497.04 *
<b>Planning Board</b>			
Personal Services	\$ 2,000.00	\$ 336.62	\$ 1,663.38
Expenses	\$ 1,150.00	\$ 968.98	\$ 181.02
Subtotal - Planning Board	\$ 3,150.00	\$ 1,305.60	\$ 1,844.40 *
<b>Zoning Board of Appeals</b>			
Personal Services	\$ 1,000.00	\$ 221.52	\$ 778.48
Expenses	\$ 300.00	\$ -	\$ 300.00
Subtotal - Zoning Board	\$ 1,300.00	\$ 221.52	\$ 1,078.48 *
<b>Agricultural Commission</b>			
Expenses	\$ 500.00	\$ 500.00	\$ -
Subtotal - Economic Development	\$ 500.00	\$ 500.00	\$ -
<b>Economic Development</b>			
Expenses	\$ 1,300.00	\$ 1,022.35	\$ 277.65
Subtotal - Economic Development	\$ 1,300.00	\$ 1,022.35	\$ 277.65 *
<b>Public Buildings &amp; Properties Maintenance</b>			
Personal Services	\$ 112,433.00	\$ 105,390.90	\$ 7,042.10 *
Expenses	\$ 252,050.00	\$ 244,823.40	\$ 7,226.60 *
Encumbrances	\$ 84.75	\$ 84.75	\$ -
TownHall AC Condenser Units	\$ 5,213.00	\$ 5,213.00	\$ -
PSB Repairs	\$ 400,000.00	\$ 80,100.92	\$ 319,899.08
Tree Pruning Throughout Town	\$ 50,000.00	\$ -	\$ 50,000.00
Subtotal - Public Buildings & Prop. Maint.	\$ 819,780.75	\$ 435,612.97	\$ 384,167.78
<b>Printing of Town Reports</b>			
Expenses	\$ 2,250.00	\$ 1,985.77	\$ 264.23 *
Subtotal - Printing of Town Reports	\$ 2,250.00	\$ 1,985.77	\$ 264.23

## *Town Accountant*

<b>Crocker Pond</b>				
Personal Services	\$ 20,664.00	\$ 20,087.54	\$ 576.46	*
Expenses	\$ 8,655.00	\$ 7,723.19	\$ 931.81	*
Encumbrances	\$ 180.00	\$ -	\$ 180.00	*
Crocker Pond Tree Trimming and Pruning	\$ 1,500.00	\$ -	\$ 1,500.00	
Subtotal Crocker Pond	<u>\$ 30,999.00</u>	<u>\$ 27,810.73</u>	<u>\$ 3,188.27</u>	
<b>Police/Dispatch Department</b>				
Personal Services	\$ 1,969,286.00	\$ 1,836,333.23	\$ 132,952.77	*
Expenses	\$ 258,800.00	\$ 242,388.76	\$ 16,411.24	*
Encumbrance	\$ 2,145.23	\$ 2,135.78	\$ 9.45	
New Vehicle & Equip	\$ 138,446.19	\$ 117,995.29	\$ 20,450.90	
Portable Radios	\$ 1,318.96	\$ 992.14	\$ 326.82	
Police/Fire Radio Building	\$ 75,000.00	\$ 48,458.10	\$ 26,541.90	
Cruiser Video Recorders	\$ 65,000.00	\$ 9,750.00	\$ 55,250.00	
Security/Fire Alarm Notification System	\$ 50,000.00	\$ -	\$ 50,000.00	
Dispatch Console	\$ 92,853.61	\$ 1,086.00	\$ 91,767.61	
Bullet Proof Vests	\$ 7,714.06	\$ 3,894.24	\$ 3,819.82	
Subtotal - Police/Dispatch Dept.	<u>\$ 2,660,564.05</u>	<u>\$ 2,263,033.54</u>	<u>\$ 397,530.51</u>	
<b>Fire Department</b>				
Personal Services	\$ 878,227.00	\$ 845,691.39	\$ 32,535.61	
Expenses	\$ 155,166.00	\$ 134,969.59	\$ 20,196.41	
Encumbrance	\$ 10,741.02	\$ 8,991.47	\$ 1,749.55	
Boat & Trailer Replacement	\$ 15,000.00	\$ 15,000.00	\$ -	
Subtotal - Fire Dept.	<u>\$ 1,059,134.02</u>	<u>\$ 1,004,652.45</u>	<u>\$ 54,481.57</u>	*
<b>Ambulance Service</b>				
Personal Services	\$ 376,386.00	\$ 357,864.18	\$ 18,521.82	**
Expenses	\$ 132,299.00	\$ 121,619.19	\$ 10,679.81	**
Training Mannequin	\$ 9,102.56	\$ 6,419.24	\$ 2,683.32	
Paramedic Training for Fire/EMS Personnel	\$ -	\$ (700.00)	\$ 700.00	**
Subtotal - Ambulance Service	<u>\$ 517,787.56</u>	<u>\$ 485,202.61</u>	<u>\$ 32,584.95</u>	
<b>Building Department</b>				
Personal Services	\$ 228,905.00	\$ 197,442.15	\$ 31,462.85	
Expenses	\$ 20,000.00	\$ 12,771.73	\$ 7,228.27	
Encumbrance	\$ 28.79	\$ 28.79	\$ -	
Subtotal - Building Dept.	<u>\$ 248,933.79</u>	<u>\$ 210,242.67</u>	<u>\$ 38,691.12</u>	*
<b>Animal Control</b>				
Expenses	\$ 40,000.00	\$ 31,875.00	\$ 8,125.00	
New Vehicle	\$ 13,500.00	\$ 13,475.10	\$ 24.90	
Subtotal - Animal Control	<u>\$ 53,500.00</u>	<u>\$ 45,350.10</u>	<u>\$ 8,149.90</u>	*
<b>Tree Warden</b>				
Personal Services	\$ 2,000.00	\$ 312.00	\$ 1,688.00	
Expenses	\$ 33,200.00	\$ 31,200.00	\$ 2,000.00	
Subtotal - Tree Warden	<u>\$ 35,200.00</u>	<u>\$ 31,512.00</u>	<u>\$ 3,688.00</u>	*
<b>Emergency Planning</b>				
Expenses	\$ 11,985.00	\$ 7,500.77	\$ 4,484.23	
Subtotal - Emergency Planning	<u>\$ 11,985.00</u>	<u>\$ 7,500.77</u>	<u>\$ 4,484.23</u>	*

## *Town Accountant*

	Appropriation/ Transfers	Expenditures	Unexpected Balances
<b>Regional School District</b>			
K-12 Assessment	\$ 11,158,640.00	\$ 10,497,229.00	\$ 661,411.00 *
Vocational School Assessment	\$ 825,000.00	\$ 804,225.01	\$ 20,774.99 *
Oakmont Exterior Board Replacement	\$ 10,984.00	\$ 10,234.07	\$ 749.93
Truck w/plow	\$ 27,510.00	\$ 26,301.21	\$ 1,208.79
Oakmont Exterior Board Replacement	\$ 14,615.75	\$ 14,615.75	\$ -
Overlook Floor Replacement	\$ 5,150.00	\$ 5,150.00	\$ -
District Security System Phase II	\$ 2,221.92	\$ -	\$ 2,221.92 *
Meetinghouse New Cafeteria Tables	\$ 6,000.00	\$ 5,904.93	\$ 95.07 *
Oakmont Exterior Board Replacement	\$ 16,522.44	\$ 16,522.44	\$ -
Overlook Hallway Floor Replacement	\$ 13,600.00	\$ 13,600.00	\$ -
AWRSD Dump Truck	\$ 1,866.20	\$ -	\$ 1,866.20
AWRSD Track Garage Updates-roof	\$ 2,593.59	\$ -	\$ 2,593.59
WES Bldg Management System	\$ 8,737.14	\$ -	\$ 8,737.14
Meetinghouse Resurface Gym Floor;Repave	\$ 35,200.00	\$ -	\$ 35,200.00
Overlook Floor Replacement	\$ 14,055.00	\$ 13,061.04	\$ 993.96
AWRSD Network Cabling Upgrade	\$ 32,952.00	\$ -	\$ 32,952.00
Oakmont Exterior Door Thresholds	\$ 2,746.00	\$ -	\$ 2,746.00
Overlook Bleachers in Gym	\$ 33,732.00	\$ 33,732.00	\$ -
Overlook Exterior Door Thresholds	\$ 2,432.60	\$ -	\$ 2,432.60
WES Exterior Door Thresholds	\$ 5,000.00	\$ -	\$ 5,000.00
WES Sidewalk Repair/Replacement	\$ 15,086.00	\$ 12,900.00	\$ 2,186.00
WES New Playground	\$ 59,534.00	\$ 59,524.00	\$ 10.00 *
Meetinghouse Exterior Door Thresholds	\$ 7,500.00	\$ -	\$ 7,500.00
WES Rooftop Heating Unit	\$ 20,000.00	\$ 18,700.00	\$ 1,300.00
AWRSD Fire Alarm Update	\$ 53,890.00	\$ 25,333.00	\$ 28,557.00
AWRSD Floor Replacement	\$ 16,209.00	\$ -	\$ 16,209.00
AWRSD Reflashing Tower	\$ 27,015.00	\$ -	\$ 27,015.00
WES Security	\$ 50,000.00	\$ -	\$ 50,000.00
WES Elevator Shaft Repair	\$ 7,500.00	\$ 6,825.00	\$ 675.00
Meetinghouse Security	\$ 50,000.00	\$ -	\$ 50,000.00
Subtotal - Regional School District	\$ 12,526,292.64	\$ 11,563,857.45	\$ 962,435.19
<b>Highway Administration</b>			
Personal Services	\$ 319,479.00	\$ 295,171.72	\$ 24,307.28
Subtotal - Highway Administration	\$ 319,479.00	\$ 295,171.72	\$ 24,307.28 *

	Appropriation/ Transfers	Expenditures	Unexpected Balances
<b>Highway Department</b>			
Personal Services	\$ 625,657.00	\$ 554,271.42	\$ 71,385.58 *
Expenses	\$ 261,350.00	\$ 249,554.12	\$ 11,795.88 *
Oil & Seal Roads	\$ 381,334.95	\$ 238,732.47	\$ 142,602.48
New Vehicle & Equip	\$ 50,000.00	\$ 50,000.00	\$ -
Pickup Truck & Equip	\$ 689.79	\$ -	\$ 689.79
Tractor and Related Equip	\$ 160,000.00	\$ 155,190.00	\$ 4,810.00
Reconstruction & Improvements of Roads	\$ 500,000.00	\$ 500,000.00	\$ -
Dump/Sander Body	\$ 59,650.00	\$ 51,454.90	\$ 8,195.10
Public Works Siding & Windows	\$ 2,510.00	\$ -	\$ 2,510.00 *
MS4 Storm Water Permit Compliance	\$ 66,461.34	\$ 65,391.70	\$ 1,069.64
Loader	\$ 35,272.12	\$ -	\$ 35,272.12
Upper Reservoir Dam	\$ 60,134.57	\$ 33,691.20	\$ 26,443.37
Town Common on Academy Hill Trees	\$ 13,696.77	\$ 7,904.84	\$ 5,791.93
John Deere Purchase	\$ 100,000.00	\$ 65,150.00	\$ 34,850.00
Easements for Rte 140/Worcester Rd	\$ 100,000.00	\$ -	\$ 100,000.00
Old Town Farm Road Culvert	\$ 500,000.00	\$ -	\$ 500,000.00
Back Garage Roof Repairs	\$ 75,000.00	\$ 56,025.00	\$ 18,975.00
Subtotal - Highway Dept.	\$ 2,991,756.54	\$ 2,027,365.65	\$ 964,390.89
<b>Snow &amp; Ice Removal</b>			
Personal Services	\$ 122,000.00	\$ 115,368.43	\$ 6,631.57
Expenses	\$ 470,000.00	\$ 469,616.39	\$ 383.61
Subtotal - Snow & Ice Removal	\$ 592,000.00	\$ 584,984.82	\$ 7,015.18 *
<b>Street Lighting</b>			
Expenses	\$ 25,625.00	\$ 20,474.11	\$ 5,150.89
Subtotal - Street Lighting	\$ 25,625.00	\$ 20,474.11	\$ 5,150.89 *
<b>Cemetery Department</b>			
Personal Services	\$ 130,302.00	\$ 114,886.23	\$ 15,415.77 *
Expenses	\$ 15,680.00	\$ 15,473.68	\$ 206.32 *
Tractor and Related Equip	\$ 6,330.07	\$ -	\$ 6,330.07
Site Exploration New Cemetery Ellis Rd	\$ 10,000.00	\$ -	\$ 10,000.00
Cemetery Confined Space Safety Equip	\$ 4,000.00	\$ -	\$ 4,000.00
Pave Whitmanville Cemetery	\$ 1,600.00	\$ -	\$ 1,600.00
Pave Woodside Cemetery Garage Area	\$ 9,150.00	\$ 9,000.00	\$ 150.00
Subtotal - Cemetery Dept.	\$ 177,062.07	\$ 139,359.91	\$ 37,702.16
<b>Health Department</b>			
Personal Services	\$ 121,351.00	\$ 124,911.93	\$ (3,560.93)
Expenses	\$ 15,900.00	\$ 10,143.47	\$ 5,756.53
Subtotal - Health Dept.	\$ 137,251.00	\$ 135,055.40	\$ 2,195.60 *

	Appropriation/ Transfers	Expenditures	Unexpected Balances
<b>Council On Aging</b>			
Personal Services	\$ 59,743.00	\$ 54,003.30	\$ 5,739.70
Expenses	\$ 15,700.00	\$ 10,221.94	\$ 5,478.06
Encumbrance	\$ 252.46	\$ 243.02	\$ 9.44
Subtotal - Council on Aging	\$ 75,695.46	\$ 64,468.26	\$ 11,227.20 *
<b>MART ( Other Special Programs)</b>			
Personal Services	\$ 88,350.00	\$ 68,325.26	\$ 20,024.74
Expenses	\$ 12,250.00	\$ 3,287.92	\$ 8,962.08
Subtotal - MART	\$ 100,600.00	\$ 71,613.18	\$ 28,986.82 *
<b>Veterans Services</b>			
Personal Services	\$ 27,044.00	\$ 21,557.60	\$ 5,486.40
Expenses	\$ 1,635.00	\$ 866.25	\$ 768.75
Subtotal - Veterans Services	\$ 28,679.00	\$ 22,423.85	\$ 6,255.15 *
<b>Veterans Assistance</b>			
Expenses	\$ 90,000.00	\$ 54,876.53	\$ 35,123.47
Encumbrance	\$ 1,338.21	\$ 572.75	\$ 765.46
Subtotal - Veterans Assistance	\$ 91,338.21	\$ 55,449.28	\$ 35,888.93 *
<b>Library</b>			
Personal Services	\$ 305,644.00	\$ 297,454.48	\$ 8,189.52 *
Expenses	\$ 140,240.00	\$ 140,240.00	\$ -
Encumbrance	\$ 32,454.84	\$ 21,985.39	\$ 10,469.45
Forbush Memorial Library New Exterior Chiller	\$ 85,000.00	\$ 85,000.00	\$ -
Subtotal - Library	\$ 563,338.84	\$ 544,679.87	\$ 18,658.97
<b>Parks &amp; Recreation</b>			
Personal Services	\$ 18,093.00	\$ 15,931.10	\$ 2,161.90 *
Expenses	\$ 15,540.00	\$ 15,204.14	\$ 335.86 *
Encumbrance	\$ 9,923.00	\$ 9,923.00	\$ -
Recreation Lawn Mower	\$ 712.10	\$ 294.59	\$ 417.51
Shed for Ballfields	\$ 15,000.00	\$ 15,000.00	\$ -
Subtotal - Parks & Recreation	\$ 59,268.10	\$ 56,352.83	\$ 2,915.27
<b>Hagar Park</b>			
Expenses	\$ 900.00	\$ 762.71	\$ 137.29
Subtotal - Hager Park	\$ 900.00	\$ 762.71	\$ 137.29 *

## *Town Accountant*

	Appropriation/ Transfers	Expenditures	Unexpected Balances
<b>Care Of Town Clock</b>			
Expenses	\$ 350.00	\$ 300.00	\$ 50.00
Subtotal - Care of Town Clock	\$ 350.00	\$ 300.00	\$ 50.00 *
<b>Historical Commission</b>			
Expenses	\$ 1,333.48	\$ 1,333.48	\$ -
Architectural Preservation	\$ 1,250.00	\$ 1,250.00	\$ -
Subtotal - Historical Commission	\$ 2,583.48	\$ 2,583.48	\$ -
<b>Memorial Day Celebration</b>			
Expenses	\$ 1,300.00	\$ 450.00	\$ 850.00
Encumbrance	\$ 209.00	\$ 209.00	\$ -
Subtotal - Memorial Day	\$ 1,509.00	\$ 659.00	\$ 850.00 *
<b>Band Concerts</b>			
Expenses	\$ 3,000.00	\$ 3,000.00	\$ -
Subtotal - Band Concerts	\$ 3,000.00	\$ 3,000.00	\$ -
<b>Retirement of Debt:</b>			
<b>Principal:</b>			
Fire Truck	\$ 120,000.00	\$ 120,000.00	\$ -
Senior Center Construction	\$ 190,000.00	\$ 190,000.00	\$ -
Septic Management Program	\$ 15,000.00	\$ 15,000.00	\$ -
Rte. 140 Redesign	\$ 82,000.00	\$ 82,000.00	\$ -
Subtotal - Principal	\$ 407,000.00	\$ 407,000.00	\$ -
<b>Interest:</b>			
Short Term Interest	\$ 5,000.00	\$ -	\$ 5,000.00
Fire Truck	\$ 2,196.00	\$ 2,196.00	\$ -
Senior Center Construction	\$ 45,800.00	\$ 45,800.00	\$ -
Rte. 140 Redesign	\$ 7,380.00	\$ 600.25	\$ 6,779.75
Subtotal - Interest	\$ 60,376.00	\$ 48,596.25	\$ 11,779.75 *

	Appropriation/ Transfers	Expenditures	Unexpected Balances
<b>Montachusett Regional Planning Commission Assessment</b>			
Regional Planning Council Assessment	\$2,678.00	\$2,677.73	\$0.27
Subtotal - Planning Commission	\$2,678.00	\$2,677.73	\$0.27 *
<b>State Assessments</b>			
Air Pollution Control	\$2,409.00	\$2,409.00	\$0.00
MBTA (Extended Area)	\$29,453.00	\$29,453.00	\$0.00
Regional Transit Authority	\$25,345.00	\$25,345.00	\$0.00
RMV Non-Renewal Surcharge	\$8,220.00	\$5,680.00	\$2,540.00
Subtotal - State Assessments	\$65,427.00	\$62,887.00	\$2,540.00 *
<b>County Retirement Assessment</b>			
County Retirement Assessment	\$1,058,473.00	\$1,039,322.00	\$19,151.00
Subtotal - County Retirement	\$1,058,473.00	\$1,039,322.00	\$19,151.00 *
<b>Group Health Insurance</b>			
Group Health Insurance - Active	\$875,643.00	\$733,252.53	\$142,390.47
Group Health Insurance - Retirees	\$340,091.00	\$192,571.67	\$147,519.33
Medicare	\$86,739.00	\$84,852.66	\$1,886.34
Flexible Spending	\$2,387.00	\$1,521.90	\$865.10
Other Employee Benefits	\$40,000.00	\$7,000.00	\$33,000.00
Encumbrance	\$2,491.65	\$2,491.65	\$0.00
Subtotal - Group Health Insurance	\$1,347,351.65	\$1,021,690.41	\$325,661.24 *
<b>Group Life Insurance</b>			
Expenses	\$4,500.00	\$3,325.03	\$1,174.97
Subtotal - Group Life Insurance	\$4,500.00	\$3,325.03	\$1,174.97 *
<b>All Other Insurance</b>			
Expenses	\$324,750.00	\$305,696.00	\$19,054.00
Subtotal - Other Insurance	\$324,750.00	\$305,696.00	\$19,054.00 *
Interfund Transfers	\$2,798,459.00	\$2,798,459.00	\$0.00
<b>General Fund Totals</b>	<b>\$31,285,084.16</b>	<b>\$27,431,260.63</b>	<b>\$3,853,823.53</b>

\*Balance closed to Undesignated Fund Balance

\*\*Balance closed to Ambulance Receipts Reserved

All other balance carried forward to fiscal 2023

Reserve Fund Memo: Appropriations \$75,000, transfers \$31,382.48, Balance \$43,617.52 as noted above.

## Town Accountant

### Sewer Enterprise Fund

#### Sewer Department

Personal Services	\$ 116,075.00	\$ 108,407.01	\$ 7,667.99
Expenses	\$ 1,033,600.00	\$ 974,648.24	\$ 58,951.76
Debt Service	\$ 107,925.00	\$ 107,924.02	\$ 0.98
Encumbrance	\$ 5,843.85	\$ 5,843.85	\$ -
Pickup Truck & Equip	\$ 2,683.97	\$ -	\$ 2,683.97
Water Meters	\$ 37,500.00	\$ 37,425.00	\$ 75.00

#### Interfund Transfers

	\$ 224,300.00	\$ 224,300.00	\$ -
--	---------------	---------------	------

#### Sewer Enterprise Fund Totals

	\$ 1,527,927.82	\$ 1,458,548.12	\$ 69,379.70 *
--	-----------------	-----------------	----------------

\*Balances closed out to Retained Earnings,  
all other balances carried forward to fiscal 2023

### Water Enterprise Fund

	Appropriations/ Transfers	Expenditures	Unexpended Balances
<b>Water Department</b>			
Personal Services	\$ 140,302.00	\$ 131,625.34	\$ 8,676.66 *
Expenses	\$ 503,000.00	\$ 402,058.21	\$ 100,941.79 *
Encumbrance	\$ 2,013.98	\$ 2,013.98	\$ -
Pickup Truck & Equip	\$ 2,683.97	\$ -	\$ 2,683.97 *
Hager Park Pump Computer	\$ 40,000.00	\$ 36,970.99	\$ 3,029.01
Water Main Town Farm Road	\$ 1,033,040.80	\$ 843,679.52	\$ 189,361.28
Water Meters	\$ 37,500.00	\$ 37,425.00	\$ 75.00 *
Water ERP Update	\$ 33,437.50	\$ 7,962.74	\$ 25,474.76
<b>Interfund Transfers</b>	\$ 197,322.00	\$ 197,322.00	\$ -

#### Water Enterprise Fund Totals

	\$ 1,989,300.25	\$ 1,659,057.78	\$ 330,242.47
--	-----------------	-----------------	---------------

\*Balances closed out to Retained Earnings,  
all other balances carried forward to fiscal 2023

### Transfer Station Enterprise Fund

	Appropriations/ Transfers	Expenditures	Unexpended Balances
<b>Solid Waste Department</b>			
Expenses	\$ 273,300.00	\$ 173,356.75	\$ 99,943.25 *
<b>Interfund Transfers</b>	\$ 73,441.00	\$ 73,441.00	\$ -

#### Transfer Station Enterprise Fund Totals

	\$ 346,741.00	\$ 246,797.75	\$ 99,943.25
--	---------------	---------------	--------------

\*Balances closed out to Retained Earnings,  
all other balances carried forward to fiscal 2023

## *Town Accountant*

### Non-Appropriated Accounts

#### MWPAT Receipts Reserved for Appropriation

	Account#	Receipts	Expenditures
MWPAT	210-510	\$ 41,915.41	\$ 15,000.00
<b>MWPAT RRA Fund Totals</b>		<b>\$ 41,915.41</b>	<b>\$ 15,000.00</b>

#### Highway Improvements Fund

	Account#	Receipts	Expenditures
State Highway Reimbursement	230-422	\$ 211,572.00	\$ 714,854.82
<b>Highway Improvements Fund Totals</b>		<b>\$ 211,572.00</b>	<b>\$ 714,854.82</b>

#### Other Special Revenue Fund

	Account#	Receipts	Expenditures
250th Anniversary	122-501	\$4.18	\$0.00
Selectmen (Cable Access)	122-502	\$9,854.84	\$66,222.23
Agricultural Commission	122-529	\$5,295.00	\$2,857.51
Hagar Park Memorial	122-533	\$0.00	\$0.00
Insurance Recovery	123-503	\$0.00	\$0.00
Center for Tech and Civic Life	164-541	\$0.00	\$3,000.00
Wetlands Protection Act	171-504	\$3,790.00	\$3,000.00
Town Earth Day Fund	171-505	\$425.00	\$0.00
Mount Grace Land Trust	172-542	\$2,926.00	\$2,926.00
Planning Board- 53G Consultants	175-506	\$56,614.35	\$76,013.78
Zoning Board - 53G Consultants	176-507	\$0.80	\$0.00
Clean Energy	192-528	\$0.00	\$890.84
Police Donations	210-537	\$2,371.20	\$879.75
Fire Hazmat Revolving	220-509	\$0.00	\$0.00
Fire Donation Account	220-510	\$1,216.00	\$1,155.00
Fire Ambulance Rec. Res.	220-511	\$555,059.22	\$514,660.00
Arson Watch Contest	220-538	\$0.00	\$0.00
RRA Transportation Fund	422-535	\$161.20	\$0.00
Private Road Maintenance	422-536	\$0.00	\$0.00
Recycle Gift	433-512	\$0.00	\$0.00
Sewer Consultants	440-540	\$0.00	\$0.00
Cemetery Hearse House Gift	491-513	\$0.16	\$0.00
Cemetery Sale of Lots	491-514	\$7,000.00	\$0.00
Cemetery Urn Garden Gift	491-515	\$0.00	\$0.00
Cemetery Donation Account	491-516	\$0.00	\$0.00
Flu Clinics	510-530	\$311.34	\$8,231.89
Board of Health - 53G Consultants	510-531	\$0.00	\$0.00
Council on Aging Gift	541-517	\$2,318.67	\$343.36
Altobelli Memorial	610-520	\$0.62	\$311.19
Aalto/Salo Memorial	610-521	\$0.44	\$0.00
Library Endowment Fund	610-522	\$0.10	\$0.00
Library Gift	610-523	\$1,656.45	\$877.12
Historical Commission Gift	691-524	\$0.00	\$0.00
<b>Other Special Revenue Fund Totals</b>		<b>\$649,005.57</b>	<b>\$681,368.67</b>

## *Town Accountant*

### Federal and State Grants Fund

	Account#	Receipts	Expenditures
COVID-19 CARES	123-625	\$65,159.51	\$0.00
COVID-19 FEMA	123-626	\$14,510.52	\$14,510.52
CLFRF-ARPA	123-633	\$776,661.75	\$742,792.12
Green Community	123-612	\$79,943.25	\$0.00
EOAF IT Grant	155-627	\$0.00	\$125,000.00
CCC IT (Leino)	155-537	\$1,400.00	\$1,385.00
Extended Polling Hours	164-602	\$0.00	\$0.00
EOHED	172-616	\$0.00	\$500.00
ADA Municipal Grant	172-628	\$20,477.27	\$223.81
PD State 911 PSAP	210-608	\$12,990.92	\$12,990.92
Traffic Enforcement	210-609	\$209.08	\$4,219.62
911 Support/Incentive	210-614	\$33,629.00	\$33,629.00
Public Safety Feasibility Study	210-618	\$0.00	\$13,903.00
Fire S.A.F.E.	220-603	\$7,430.00	\$6,778.48
Dept. of Fire Services	220-622	\$37,455.96	\$50,252.76
Firefighter Turnout Gear	220-623	\$0.00	\$0.00
EMPG	220-631	\$0.00	\$332.50
AED	220-638	\$2,329.59	\$2,329.59
Municipal Small Bridge	422-620	\$6,080.02	\$263,054.91
MVP Planning Grant	422-624	\$0.00	\$3,554.87
Complete Streets	422-635	\$0.00	\$13,689.55
Recycling Comm. Sale of Compost Bins	433-604	\$0.05	\$0.00
Elder Affairs	541-605	\$16,440.00	\$14,194.37
Library State Aid	610-606	\$15,675.15	\$16,044.62
Civil War Monument	691-613	\$0.00	\$0.00
Cultural Council	699-601	\$16,702.31	\$13,963.84

#### Federal and State Grants Fund Totals

	\$1,107,094.38	\$1,333,349.48
--	----------------	----------------

### Capital Projects Fund

	Account#	Receipts	Expenditures
Rte. 140 Redesign	320-422	\$82,000.00	\$9,862.44
Fire Engine	350-220	\$120,000.00	\$0.00
Whitman Sewer	611-440	\$0.00	\$74,914.34
Sewer Extension	612-440	\$99,117.49	\$0.00
Water Main Replacements	622-450	\$0.00	\$0.00
Ellis Road Water Tank	623-450	\$3,572.00	\$337,293.27

#### Capital Projects Fund Totals

	\$304,689.49	\$422,070.05
--	--------------	--------------

## *Town Accountant*

Expendable Trust Fund			
	Account#	Receipts	Expenditures
Forbush Worthy Poor Fund	123-801	-\$1,506.84	\$0.00
Fred Smith Poor Fund	123-802	-\$2,063.89	\$0.00
Chartes F. Giles Fund	123-803	-\$2,096.00	\$5,000.00
Westminster Grange Fund	123-804	-\$10.03	\$0.00
Pension Stabilization	147-811	\$1,743,707.56	\$0.00
Upton School Fund	147-812	\$260.77	\$0.00
OPEB Trust Fund	147-814	\$65,859.87	\$0.00
Stabilization Fund	147-815	-\$85,758.13	\$0.00
Stabilization Fund - Repair of Buildings	147-816	\$163,437.24	\$776,614.00
Stabilization Fund - Capital Equip.& Improve.	147-817	\$359,720.15	\$363,000.00
Stabilization Fund - Info Tech / Telecomm Sys	147-818	\$83,136.21	\$110,000.00
Stabilization Fund - OPEB	147-819	-\$5,401.39	\$0.00
Stabilization Fund - Road Maint.	147-820	\$48,521.18	\$600,000.00
Conservation Fund	171-821	\$903.21	\$0.00
Aina E. Stein Conservation Fund	171-822	\$0.23	\$0.00
Police Law Enforcement Fund	210-831	\$12,401.79	\$6,198.50
Elizabeth Rose Cemetery Fund	491-841	-\$1,697.12	\$6,395.00
D.W. Sanders Cemetery Fund	491-842	-\$66.20	\$0.00
Florence B. Rice Cemetery Fund	491-843	-\$9.82	\$0.00
J.R. Barrell Cemetery Fund	491-844	-\$53.21	\$0.00
Laurie F. Dobb Cemetery Fund	491-845	-\$31.76	\$0.00
M.A. Creed Cemetery Fund	491-846	-\$39.48	\$0.00
Cemetery Perpetual Care Fund	491-847	-\$3,608.79	\$1,966.78
Sarah M. Barnes Library Fund	610-861	-\$4.07	\$0.00
M.A. Farnsworth Library Fund	610-862	-\$10.72	\$0.00
Graham Library Fund	610-863	-\$88.11	\$0.00
Bigelow (Children's Books) Library Fund	610-864	-\$37.35	\$0.00
Agnes M. Bigelow Library Fund	610-865	-\$20.57	\$0.00
Otto & Hilda Huusari Library Fund	610-866	-\$442.88	\$0.00
Lucy Childs Library Fund	610-867	-\$5.26	\$0.00
Preston P. Ellis Library Fund	610-868	-\$9.45	\$0.00
Fred S. Whitman Library Fund	610-869	-\$6.94	\$0.00
Adelaide W. Berry Library Fund	610-870	-\$2.06	\$0.00
Minnie F. Dexter Library Fund	610-871	-\$20.34	\$0.00
A.R. Hager Library Fund	610-872	-\$17.23	\$0.00
C.A. Forbush Library Fund	610-873	-\$12.39	\$0.00
M.D. Haws Library Fund	610-874	-\$20.34	\$0.00
Westminster Library Fund	610-875	-\$40.68	\$344.00
D.W. Sanders Library Fund	610-876	-\$36.85	\$0.00
Joseph W. Forbush Library Fund	610-877	-\$27.86	\$0.00
Charles Wyman Library Fund	610-878	-\$104.53	\$0.00
Universalist Society Library Fund	610-879	-\$4.77	\$0.00
George A. Miller Library Fund	610-880	-\$35.55	\$0.00
Henrietta Gates Library Fund	610-881	-\$19.22	\$0.00
Mossman Memorial	610-882	-\$217.10	\$0.00
<b>Expendable Trust Fund Totals</b>		<b>\$2,374,421.28</b>	<b>\$1,869,518.28</b>
<b>Total All Funds</b>		<b>\$4,688,698.13</b>	<b>\$35,831,825.58</b>

*Town Accountant*

**RECEIPTS / GENERAL FUND**

<b>Taxes:</b>		
Personal Property Taxes	\$ 707,016.96	
Real Estate Taxes	\$ 18,689,748.03	
Tax Liens.	\$ 180,743.37	
Tax Foreclosures	\$ 438,000.00	
Rollback Taxes	\$ 7,557.13	
Motor Vehicle Excise	\$ 1,487,830.88	
	\$ 21,510,896.37	
<b>Penalties &amp; Interest:</b>		
Property Taxes	\$ 48,288.85	
Motor Vehicle	\$ 40,832.81	
Tax Lien Redemptions	\$ 47,417.79	
In Lieu of Taxes	\$ 66,710.11	
	\$ 203,249.56	
<b>Charges for Services:</b>		
Contracted Landfill Fees	\$ 2,312,487.20	
Council on Aging MART Fares	\$ 886.80	
	\$ 2,313,374.00	
<b>Other Departmental Revenue:</b>		
Fire Department	\$ 257.14	
Library	\$ 464.87	
Town Clerk	\$ 7,496.00	
Assessors	\$ 180.00	
Treasurer/Collector	\$ 10,872.11	
Cemetery Department	\$ 16,304.49	
Miscellaneous	\$ 19,835.03	
	\$ 55,409.64	
<b>Licenses &amp; Permits:</b>		
Alcoholic Beverages Licenses	\$ 8,520.00	
Town Clerk	\$ 19,840.00	
Police Department	\$ 4,231.00	
Fire Department	\$ 10,355.00	
Building Department	\$ 338,378.94	
Board of Health	\$ 28,835.00	
Other Licenses & Permits	\$ 5,095.00	
	\$ 415,254.94	
<b>Revenue From The State:</b>		
State Owned Land	\$ 171,262.00	
Abatements to Elderly	\$ 145,699.00	
Lottery, Beano and Charity	\$ 719,471.00	
Room Tax	\$ 24,349.17	
Veterans' Benefits	\$ 83,496.00	
	\$ 1,144,277.17	

*Town Accountant*

**RECEIPTS / GENERAL FUND**

**Fees:**

Cable TV Fees	\$	-	
Treasurer/Collector Misc.	\$	831.69	
Town Clerk	\$	5,263.12	
Planning Bd Hearings	\$	6,300.00	
Appeals Bd Hearings	\$	2,400.00	
Police Dept.	\$	26,900.19	
Fire Dept.	\$	1,247.83	
Health Dept.	\$	21,105.00	
Miscellaneous	\$	100.00	
			<b>\$ 64,147.83</b>

**Fines & Forfeitures:**

Civil Motor Vehicle Infractions	\$	37,682.74	
PD Restitution/Court Fines	\$	10,781.45	
Dog Fines	\$	7,175.00	
BOH Fines	\$	1,000.00	
Library Fines	\$	1,723.76	
			<b>\$ 58,362.95</b>

**Miscellaneous Revenues:**

Reimbursement for MART Van Use	\$	24,450.86	
Earnings on Investments	\$	12,979.68	
			<b>\$ 37,430.54</b>

**Interfund Transfers:** **\$ 2,939,344.40**

**Total General Fund Receipts** **\$ 28,741,747.40**



*Town Accountant*

**RECEIPTS / SEWER-WATER-TRANSFER FUND**

Sewer Enterprise Fund		
<b>Enterprise Receipts:</b>		
Sewer Usage Charges	\$ 1,170,661.31	
Sewer Inspection & Connection Fees	\$ 41,364.31	
Miscellaneous Sewer Charges	\$ 7,580.11	
Sewer Liens	\$ 40,711.71	
Sewer Services	\$ 5,696.42	
State Revenue	\$ 363.00	
Earnings on Investments	\$ 1,835.36	
		<b>\$ 1,268,212.22</b>
<b>Inflow/Infiltration Repair:</b>		
Earnings on Investments	\$ 0.79	
		<b>\$ 0.79</b>
<b>Interfund Transfers:</b>		
Transfer From General Fund	\$ 91,736.00	
Transfer From Capital Project	\$ 9,096.00	
		<b>\$ 100,832.00</b>
<b>Total Sewer Enterprise Fund Receipts</b>		<b>\$ 1,369,045.01</b>
Water Enterprise Fund		
<b>Enterprise Receipts:</b>		
Water Usage Charges	\$ 933,975.89	
Water Service Connection Fees	\$ 41,100.00	
Water Receipts Reserve Charges	\$ 10,875.00	
Miscellaneous Water Charges	\$ 8,598.85	
Water Liens	\$ 47,178.12	
Lien Interest	\$ 14,854.44	
Water Services	\$ 5,642.19	
Earnings on Investments	\$ 4,279.55	
		<b>\$ 1,066,504.04</b>
<b>Interfund Transfers:</b>		
Transfer From General Fund	\$ 1,723.00	
		<b>\$ 1,723.00</b>
<b>Total Water Enterprise Fund Receipts</b>		<b>\$ 1,068,227.04</b>
Transfer Station Enterprise Fund		
Trash Hauler Fees	\$ 18,126.00	
Contracted Landfill Fees	\$ 407,066.00	
Earnings on Investments	\$ 2,598.29	
		<b>\$ 427,790.29</b>
<b>Total Landfill Enterprise Fund Receipts</b>		<b>\$ 427,790.29</b>
<b>Total Receipts ---- All Funds</b>		<b>\$ 31,606,809.74</b>

*Town Accountant*

**GENERAL FUND BALANCE SHEET**

**FO01**

<u>Description</u>	<u>Account#</u>	<u>Balance</u> <u>6/30/2022</u>
Petty Cash	1020	100.00
Treasurer's Cash Drawer	1021	100.00
Invested Cash	1040-0000	7,561,629.47
Personal Property Taxes Receivable 2021	1210-2021	5,645.86
Personal Property Taxes Receivable 2022	1210-2022	94,238.63
Real Estate Taxes Receivable, 2022	1220-2022	196,580.49
Tax Liens Receivable	1240-0000	138,061.12
Roll Back Taxes Receivable	1255-0000	4,693.11
Motor Vehicle Excise Receivable 2017	1260-2017	3,927.71
Motor Vehicle Excise Receivable 2018	1260-2018	8,256.35
Motor Vehicle Excise Receivable 2019	1260-2019	8,287.81
Motor Vehicle Excise Receivable 2020	1260-2020	5,356.41
Motor Vehicle Excise Receivable 2021	1260-2021	28,553.52
Motor Vehicle Excise Receivable 2022	1260-2022	142,884.24
<b>TOTAL ASSET</b>		<b>8,198,314.72</b>
Allow. For Abatements & Exemptions	1230-0000	467,286.29
Warrants Payable	2010-0000	600,220.01
Tufts Medicare Supplement	2150-0000	1,021.00
Insurance Withholdings Payable-HMO Blue Active	2151-0000	20,993.19
Insurance Withholdings Payable-Blue Ch Active	2152-0000	2,419.78
Life Insurance WH Payable Active	2154-0000	519.47
Insurance Withholdings Payable-Medex	2156-0000	3,784.15
Insurance Withholdings Payable-Delta D Active	2158-0000	2,542.82
TASC Flex Spending	2160-0000	1,130.97
Insurance Withholdings Payable-HMO Blue Retiree	2161-0000	1,771.99
Retiree Manage Blue WH	2163-0000	395.72
Retiree Life Ins	2164-0000	29.95
Retiree Dental Ins	2168-0000	430.27
Abandoned Property and Unclaimed Items	2520-0000	8,870.21
Deferred Revenue-Real & Pers. Prop. Taxes	2610-0000	(170,821.31)
Deferred Revenue Tax Liens	2622-0000	138,061.12
Deferred Revenue Roll Back Taxes	2625-0000	4,693.11
Deferred Revenue Motor Vehicle	2630-0000	197,266.04
<b>TOTAL LIABILITY</b>		<b>1,280,614.78</b>

*Town Accountant*

**GENERAL FUND BALANCE SHEET**

**F001**

<u>Description</u>	<u>Account#</u>	<u>Balance</u> <u>6/30/2022</u>
Fund Balance Reserved For Encumbrances	3211-0000	69,468.07
Fund Balance Reserved For Expenditures	3240-0000	240,000.00
Fund Balance Reserved For Articles	3241-0000	1,988,101.23
Fund Balance Reserved For Petty Cash	3250-0000	200.00
Fund Balance Reserved For Future Debt Service	3270-0000	4,148.39
Undesignated Fund Balance	3590-0000	4,615,782.25
		<b>6,917,699.94</b>
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>8,198,314.72</b>

**F210**

**MWPAT FUND BALANCE SHEET**

<u>Description</u>	<u>Account#</u>	<u>Balance</u> <u>6/30/2022</u>
Invested Cash	210-1040	150,682.95
Septic Betterment	210-1420	1,612.12
Septic Committed Interest	210-1430	322.39
Septic Betterment NYD	210-1440	121,519.88
<b>TOTAL ASSET</b>		<b>274,137.34</b>
Deferred Revenue Betterment NYD	210-2662	121,519.88
Deferred Revenue Betterment	210-2663	1,612.12
Deferred Revenue Committed Interest	210-2664	322.39
<b>TOTAL LIABILITY</b>		<b>123,454.39</b>
Fund Balance Designated for MWPAT RRA	210-3590	150,682.95
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>274,137.34</b>

*Town Accountant*

**MWPAT LOAN FUND BALANCE SHEET**

F220		Balance 6/30/2022
Description	Account#	
Invested Cash	220-1040	-
<b>TOTAL ASSET</b>		<b>-</b>
Warrants Payable	220-2010	-
BAN Payable	220-2720	-
<b>TOTAL LIABILITY</b>		<b>-</b>
Fund Balance Designated for MWPAT Loan	220-3590	-
<b>TOTAL FUND BALANCE</b>		<b>-</b>
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>-</b>

**HIGHWAY FUND BALANCE SHEET**

F230		Balance 6/30/2022
Description	Account#	
Invested Cash	230-1040	(319,586.76)
<b>TOTAL ASSET</b>		<b>(319,586.76)</b>
Warrants Payable	23-2010	185,852.30
<b>TOTAL LIABILITY</b>		<b>185,852.30</b>
Fund Balance Designated for State Chapter 90	230-3590	(505,439.06)
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>(319,586.76)</b>

# Town Accountant

## REVOLVING FUND BALANCE SHEET

F240

Description	Account#	Balance 6/30/2022
Invested Cash	240-1040	2,153,956.39
Departmental Receivable Fire	240-1341	195,039.30
<b>TOTAL ASSET</b>		<b>2,348,995.69</b>
Warrants Payable	240-2010	781.96
Deferred Revenue Departmental	240-2654	195,039.30
<b>TOTAL LIABILITY</b>		<b>195,821.26</b>
250th Anniversary	122-501	24,893.13
Selectman Cable Access	122-502	32,660.40
Agricultural Commission 53E1/2	122-529	13,139.90
Hagar Park Memorial	122-533	1,206.03
Center for Tech and Civic Life	164-541	926.01
Conservation Commission/Wetlands	171-504	43,302.35
Town Earth Day Fund	171-505	425.00
Planning Board 53G Consultants	175-506	55,392.11
Zoning Board 53G Consultants	176-507	4,224.72
Police Donations	210-537	7,433.45
Fire Haz Mat 53E1/2	220-509	545.61
Fire Donation	220-510	24,015.76
Ambulance Revolving	220-511	1,811,362.05
Arson Watch Contest	220-538	1,724.50
RRA Transportation	422-535	954.80
Recycling Committee	433-512	14,111.03
Sewer Consultants	440-540	2,883.53
Cemetery Hearse House	491-513	698.36
Cemetery Sale of Lots	491-514	59,980.00
Cemetery Urn Garden Gift	491-515	305.00
Cemetery Gift	491-516	189.46
Flu Clinics 53E1/2	510-530	15,633.72
BOH 53G Consultants	510-531	0.14
Council On Aging Gift	541-517	17,316.03
Altobelli Memorial	610-520	3,449.26
Aalto/Salo Memorial	610-521	2,823.68
Library Endowment	610-522	583.80
Library Gift	610-523	10,529.60
Historical Comm. Gift	691-524	2,465.00
<b>TOTAL FUND BALANCE</b>		<b>2,153,174.43</b>
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>2,348,995.69</b>

# Town Accountant

## FEDERAL GRANTS FUND BALANCE SHEET

F250

Description	Account#	Balance 6/30/2022
Invested Cash	250-1040	452,386.85
<b>TOTAL ASSET</b>		<b>452,386.85</b>
CLFRF- ARPA	123-633	452,386.85
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>452,386.85</b>

## STATE GRANTS FUND BALANCE SHEET

F260

Description	Account#	Balance 6/30/2022
Invested Cash	260-1040	(129,094.92)
<b>TOTAL ASSET</b>		<b>(129,094.92)</b>
Warrants Payable	260-2010	5,768.02
<b>TOTAL LIABILITY</b>		<b>5,768.02</b>
Green Community Grant	123-612	49,077.45
CCC IT (Leino)	155-637	15.00
Extended Polling Hours	164-602	7,736.52
Public Safety Feasibility Study	210-618	25,878.30
Fire S.A.F.E.	220-603	9,761.81
Dept. of Fire Svcs	220-622	(15,244.00)
Municipal Small Bridge	422-620	(260,034.23)
Complete Streets	422-635	(13,689.55)
Home Compost Bins	433-604	206.67
Elder Affairs	541-605	9,851.00
Library State Aid	610-606	37,889.48
Civil War Monument	691-613	20.00
Cultural Council	699-601	13,668.61
<b>TOTAL FUND BALANCE</b>		<b>(134,862.94)</b>
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>(129,094.92)</b>

## CAPITAL PROJECTS FUN BALANCE SHEET

**F320, 250, 611,612, 622, 623**

Description	Account#	Balance 6/30/2022
Invested Cash	3*-1040	1,818,962.84
<b>TOTAL ASSET</b>		<b>1,818,962.84</b>
Warrants Payable	3*-2010	87,509.41
Bond Anticipation Notes Payable	3*-2720	2,320,428.00
<b>TOTAL LIABILITY</b>		<b>2,407,937.41</b>
Eng & Design Rte 40	320-422	(162,077.44)
Fire Engine	350-220	(240,000.00)
Whitman River Sewer	611-440	94,902.32
Sewer Extension	612-440	99,117.49
Water Main Replacements	622-450	82,135.33
Ellis Road Water Tank	623-450	(463,052.27)
<b>TOTAL FUND BALANCES</b>		<b>(588,974.57)</b>
<b>TOTAL LIABILITY AND FUND BALANCES</b>		<b>1,818,962.84</b>

**F610**

## SEWER ENTERPRISE FUND BALANCE SHEET

Description	Account#	Balance 6/30/2022
Invested Cash	610-1040	1,253,526.48
Sewer Tax Liens Receivable	610-1240	1,310.88
Sewer Usage Receivable	610-1310	65,328.47
Sewer Services Receivable	610-1320	75.00
Sewer Liens Added to Taxes	610-1330	626.25
Amounts To Be Provided Bond Payments	610-1996	1,820,838.00
<b>TOTAL ASSET</b>		<b>3,141,705.08</b>
Warrants Payable	610-2010	137,374.79
Deferred Revenue Tax Liens	610-2622	1,310.88
Deferred Revenue Sewer User Charges	610-2650	65,328.47
Deferred Revenue Other Service	610-2652	75.00
Deferred Revenue Sewer Liens	610-2653	626.25
Sewer Construction/Outside Debt	610-2946	1,820,838.00
<b>TOTAL LIABILITY</b>		<b>2,025,553.39</b>
Retained Earnings-Unreserved	610-3190	958,802.34
Fund Balance Reserved For Encumbrances	610-3211	2,752.18
Fund Balance Reserved for Expenditures	610-3240	150,000.00
Fund Balance Inflow/Infiltration	610-466	4,597.17
<b>TOTAL FUND BALANCE</b>		<b>1,116,151.69</b>
<b>TOTAL LIABILITY AND FUND BALANCE</b>		<b>3,141,705.08</b>

**F620****WATER ENTERPRISE FUND BALANCE SHEET**

Description	Account#	Balance 6/30/2022
Invested Cash	620-1040	2,079,976.31
Water Tax Liens Receivable	620-1240	949.42
Water Usage Receivable	620-1310	54,298.83
Water Services Receivable	620-1320	150.00
Water Liens Added to Taxes	620-1330	15,361.39
Lien Interest Receivable	620-1430	463.72
<b>TOTAL ASSET</b>		<b>2,151,199.67</b>
Warrants Payable	620-2010	34,451.41
Deferred Revenue Tax Liens	620-2622	949.42
Deferred Revenue Water User Charges	620-2650	54,298.83
Deferred Revenue Other Service	620-2652	150.00
Deferred Revenue Water Liens	620-2653	15,361.39
Deferred Revenue Lien Interest	620-2664	463.72
<b>TOTAL LIABILITY</b>		<b>105,674.77</b>
Retained Earnings-Unreserved	620-3190	1,354,053.18
Fund Balance Reserved for Encumbrances	620-3211	3,606.67
Fund Balance Reserved for Expenditures	620-3240	470,000.00
Fund Balance Reserved for Articles	620-3241	217,865.05
<b>TOTAL FUND BALANCE</b>		<b>2,045,524.90</b>
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>2,151,199.67</b>

**F630****TRANSFER STATIONS FUND BALANCE SHEET**

Description	Account#	Balance 6/30/2022
Petty Cash	630-1020	50.00
Invested Cash	630-1040	2,090,165.89
<b>TOTAL ASSET</b>		<b>2,090,215.89</b>
Warrants Payable	630-2010	215.39
<b>TOTAL LIABILITY</b>		<b>215.39</b>
Retained Earnings Unreserved	630-3190	2,090,000.50
<b>TOTAL FUND BALANCE</b>		<b>2,090,000.50</b>
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>2,090,215.89</b>

*Town Accountant*

**NON EXPENDABLE TRUST FUNDS BALANCE SHEET**

**F810**

Description	Account#	Balance 6/30/2022
Invested Cash	810-1040	440,016.82
<b>TOTAL ASSET</b>		<b>440,016.82</b>
Forbush Worthy Poor	123-801	23,177.66
Fred Smith Poor Fund	123-802	48,743.45
Charles F. Giles Fund	123-803	33,529.41
Westminster Grange Farmer's	123-804	566.89
Elizabeth Rose Fund	491-841	64,079.70
D.W. Sanders Fund	491-842	2,000.00
Florence B. Rice Fund	491-843	300.00
J.R. Barrell Fund	491-844	150.00
Laurie F. Dobb Fund	491-845	1,000.00
M.A. Creed Fund	491-846	1,000.00
Cemetery Perpetual Care	491-847	218,171.17
Sarah M. Barnes Fund	610-861	200.00
M.A. Farnsworth Fund	610-862	525.00
Graham Fund	610-863	4,944.28
Bigelow Child Books Fund	610-864	2,000.00
Agnes M. Bigelow Fund	610-865	1,010.63
Otto & Hild Huusari Fund	610-866	10,000.00
Lucy Childs Fund	610-867	150.00
Preston Ellis Fund	610-868	500.00
Fred S. Whitman Fund	610-869	300.00
Adelaide W. Berry Fund	610-870	100.00
Minnie F. Dexter Fund	610-871	1,000.00
A.R. Hager Fund	610-872	600.00
C.A. Forbush Fund	610-873	500.00
M.D. Haws Fund	610-874	1,000.00
Westminster Fund	610-875	1,800.00
D.W. Sanders Fund	610-876	2,000.00
Joseph W. Forbush Fund	610-877	1,500.00
Charles Wyman Fund	610-878	6,000.00
Universalist Society	610-879	200.00
George A. Miller Fund	610-880	1,901.16
Henrietta Gates Fund	610-881	1,067.47
Mossman Memorial Fund	610-882	10,000.00
<b>TOTAL FUND BALANCE</b>		<b>440,016.82</b>
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>440,016.82</b>

F820

## EXPENDABLE TRUST FUNDS BALANCE SHEET

Description	Account#	Balance 6/30/2022
Invested Cash	820-1040	19,865,740.95
<b>TOTAL ASSET</b>		<b>19,865,740.95</b>
Warrants Payable	820-2010	344.00
<b>TOTAL LIABILITY</b>		<b>344.00</b>
Forbush Worthy Poor Fund	123-801	70,603.07
Fred Smith Poor Fund	123-802	79,706.14
Charles F. Giles Fund	123-803	89,276.39
Westminster Grange Farmer's	123-804	58.02
Pension Stabilization	147-811	5,960,257.23
Upton School Fund	147-812	4,376.22
OPEB Trust	147-814	229,681.25
Stabilization-General	147-815	5,337,362.89
Stabilization-Repair and Maintenance Buildings	147-816	1,507,436.70
Stabilization-Capital Equipment	147-817	2,556,201.59
Stabilization-Info Tech	147-818	1,036,237.73
Stabilization-OPEB	147-819	336,167.94
Stabilization-Road Maintenance	147-820	2,537,833.01
Conservation Fund	171-821	7,552.11
Aina E. Stein Conservation Fund	171-822	1,455.57
Police L.E. Trust	210-831	32,888.68
Elizabeth Rose Fund	491-841	32,146.09
D.W. Sanders Fund	491-842	2,118.58
Florence B. Rice Fund	491-843	311.03
J.R. Barrell Fund	491-844	3,162.13
Laurie F. Dobb Fund	491-845	977.23
M.A. Creed Fund	491-846	1,455.81
Cemetery Perpetual Care	491-847	12,056.66
Sarah M. Barnes Fund	610-861	53.19
M.A. Farnsworth Fund	610-862	144.01
Graham Fund	610-863	540.36
Bigelow Child Books Fund	610-864	324.82
Agnes M. Bigelow Fund	610-865	270.31
Otto & Hild Huusari Fund	610-866	17,563.36
Lucy Childs Fund	610-867	178.18
Preston Ellis Fund	610-868	87.91
Fred S. Whitman Fund	610-869	132.38
Adelaide W. Berry Fund	610-870	27.98
Minnie F. Dexter Fund	610-871	267.74
A.R. Hager Fund	610-872	472.46
C.A. Forbush Fund	610-873	272.20
M.D. Haws Fund	610-874	267.39
Westminster Fund	610-875	386.23
D.W. Sanders Fund	610-876	294.32
Joseph W. Forbush Fund	610-877	234.44
Charles Wyman Fund	610-878	506.85
Universalist Society	610-879	97.75
George A. Miller Fund	610-880	312.85
Henrietta Gates Fund	610-881	127.56
Mossman Memorial Fund	610-882	3,512.59
<b>TOTAL FUND BALANCE</b>		<b>19,865,396.95</b>
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>19,865,740.95</b>

*Town Accountant*

**AGENCY FUND BALANCE SHEET**

**F830**

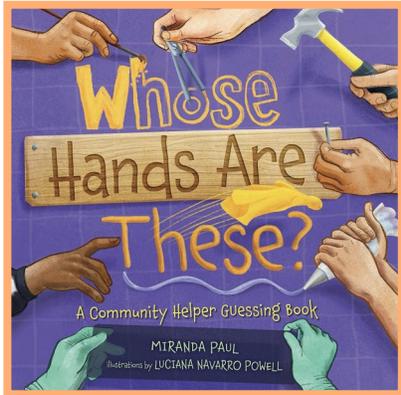
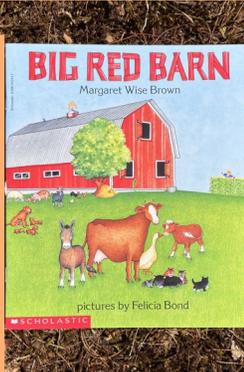
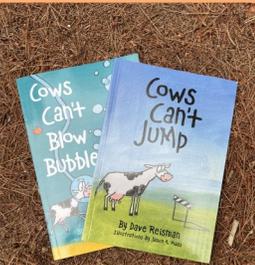
Description	Account#	Balance 6/30/2022
Invested Cash	830-1040	394,330.47
Holmes Park Water Receivable	907-1370	171.59
Lieno Park Water Receivable	908-1370	575.00
<b>TOTAL ASSET</b>		<b>395,077.06</b>
Warrants Payable	830-2010	2,915.00
Holmes Park Water District	907-2556	273.18
Deferred Revenue Holmes Park Water	907-2657	171.59
Deferred Revenue Lieno Park Water District	908-2657	575.00
Treasurer's Deputy Collector	147-2551	(1,573.00)
Planning Board Cash Performance Deposits	175-2550	396,909.28
Police Detail	210-2553	(9,084.00)
Firearms Due Commonwealth	210-2557	2,175.00
Fire Detail	220-2555	2,715.01
<b>TOTAL LIABILITY</b>		<b>395,077.06</b>
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>395,077.06</b>

**LONG TERM DEBTGROUP**

**F900**

Description	Account#	Balance 6/30/2022
Amounts to be Provided for Payment of Bond	900-1996	1,750,000.00
<b>TOTAL ASSET</b>		<b>1,750,000.00</b>
Senior Center	900-2962	1,495,000.00
MWPAT Septic Loan	900-2963	255,000.00
<b>TOTAL LIABILITY</b>		<b>1,750,000.00</b>
<b>TOTAL LIABILITY AND FUND EQUITY</b>		<b>1,750,000.00</b>

# CROCKER POND CHILDREN SUMMER EVENTS



# Advisory Board

## Introduction

The following is the recommended budget proposal for the Town of Westminster from the Advisory Board for FY2023. The operating budget for the Town is presented in one article on the Annual Town Meeting Warrant (article 9). The remaining FY2023 budget is comprised of additional articles that cover capital expenditures and requests for special services by the Town. Each year Town Meeting reviews the proposed budget and adopts it by voting to appropriate funds for each warrant article.

## Budget Recommendations

The current budget recommendation is a responsible balanced budget which is within the 2 ½ plus growth guidelines as set forth by the Chairs of the Select Board and Advisory Board.

The recommended operating budget (article 9) for FY2023 is \$24,383,123. This is an increase of \$699,497 (2.95%) over the FY2022 operating budget. The increase is due to several factors which include:

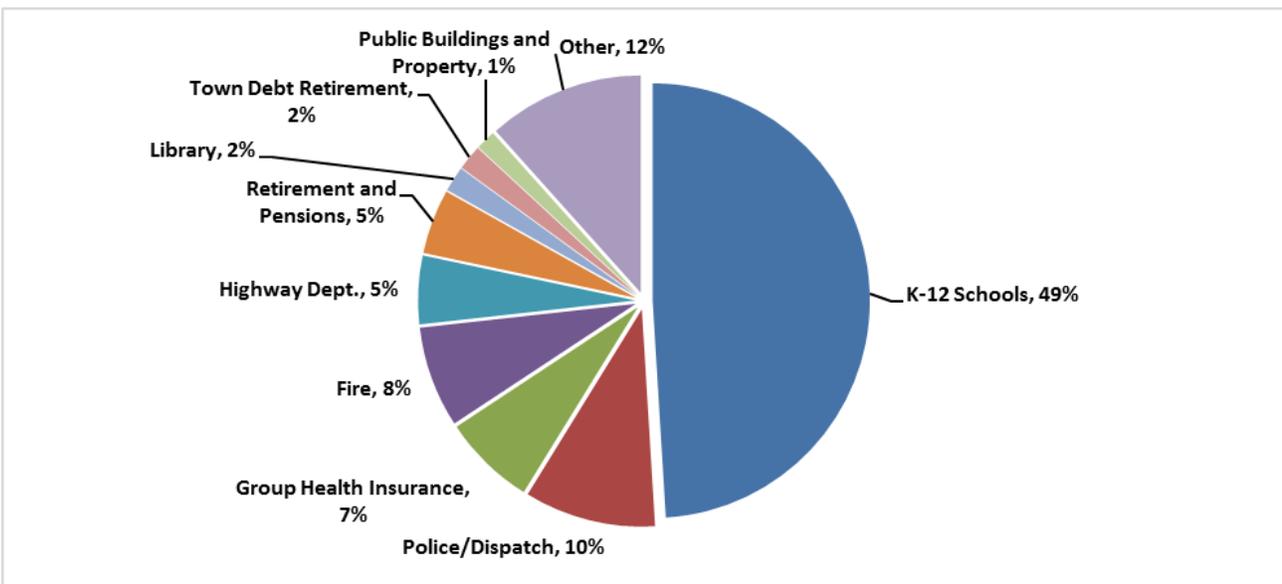
An increase of \$116,847 in “Police/Dispatch”, which is a 5.2% increase over FY22, due mainly to the establishment of two (2) new full-time positions (as discussed in article 5).

An increase of \$113,672 in “Retirement and Pensions”, a 10.7% increase over last year, due to an increase in the Actuarial Accrued Liability. Most of this expense will be offset for the current year by a transfer from the Pension Stabilization fund.

An net increase of \$298,117 in “Fire”/”Ambulance” which is a 3.8% increase over FY22, due to the establishment of two (2) new full-time positions. A portion of this expense will be offset by Ambulance receipts (as discussed in article 6). Additionally, article 7 references the creation of two additional positions (for a total of four (4) as compared to the prior year), however, the budget for these positions have not been included in the current year budget as they are contingent on the receipt of related grant funding. If obtained, this grant would fund the salaries and benefits of all four (4) positions for three (3) years, after which point, the town would be responsible for funding the positions.

An increase of \$ 42,086 in “Group Health Insurance” which is a 3.2% increase over FY22, due to increases to the cost of health insurance for retirees and new enrollees; there was no increase year over year in the cost for current employees.

An increase of \$37,915 in “Cemetery dept.”, which is a 26.0% increase over FY22, due mainly to the establishment of one (1) new full-time position (as discussed in article 8).



The chart above shows the breakdown of the operating budget by department for FY2023.

## *Advisory Board*

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

Articles 5 through 8 are related to the establishment of new positions for the Police department, Fire department and Cemetery department. The budget for Police, Cemetery and two (2) of the four (4) Fire department positions are included in the Operating budget in Article 9 (as noted above).

Article 9 is for the annual operating budget and includes all operating departments, including the schools. The Operating budget is mainly funded through Raise and Appropriate (taxes); the remainder, \$762,469, is funded through transfers from Ambulance Receipts (\$649,469), the Pension Stabilization Fund (\$110,000) and Wetlands fees (\$3,000).

The FY2023 budget is also comprised of enterprise funds (Sewer, Water and Transfer Station – articles 10, 11 and 12) which total \$2,213,259 and are funded primarily by user fees; the remainder, \$96,962, is funded through Raise and Appropriate (taxes), as it relates to the capital costs of the loans associated with the Sewer In Line Storage and the Regional Treatment Plant.

Articles 13 and 14 are customary money articles. These are articles that are on the warrant every year, however article 13, for the Conservation fund, and has been increased to \$5,000 this year to provide funding for projects which may be needed.

Article 15 is the customary article used to offset the tax increase. The Advisory Board recommends \$230,000 of free cash be used to balance the budget, which is consistent with approved funding in the previous five (5) years.

Articles 16 through 19 are non-capital money articles that total \$60,000. These articles are requests submitted by various departments/committees but are not part of the Capital Plan. All articles are funded through free cash and as such, do not impact the tax rate in the current year.

Article 20 is for the proposed Capital Improvement Plan for FY2023. The funding for the FY2023 Capital Plan is broken down as follows:

- \* \$2,312,573 will be funded from Stabilization funds
- \* \$300,000 will be funded from Raise & Appropriate. Details can be found in the “Annual Report of the Capital Planning Committee” further on in this booklet.

Articles 21 through 24 are non-monetary in nature and relate mainly to the following:

- \* Transfer of parcels to the Town from the Tax Custodian
- \* Utility easement to National Grid on Goodridge Drive
- \* Watercolor painting gifts to the library
- \* Zoning map change (requires 2/3 vote)

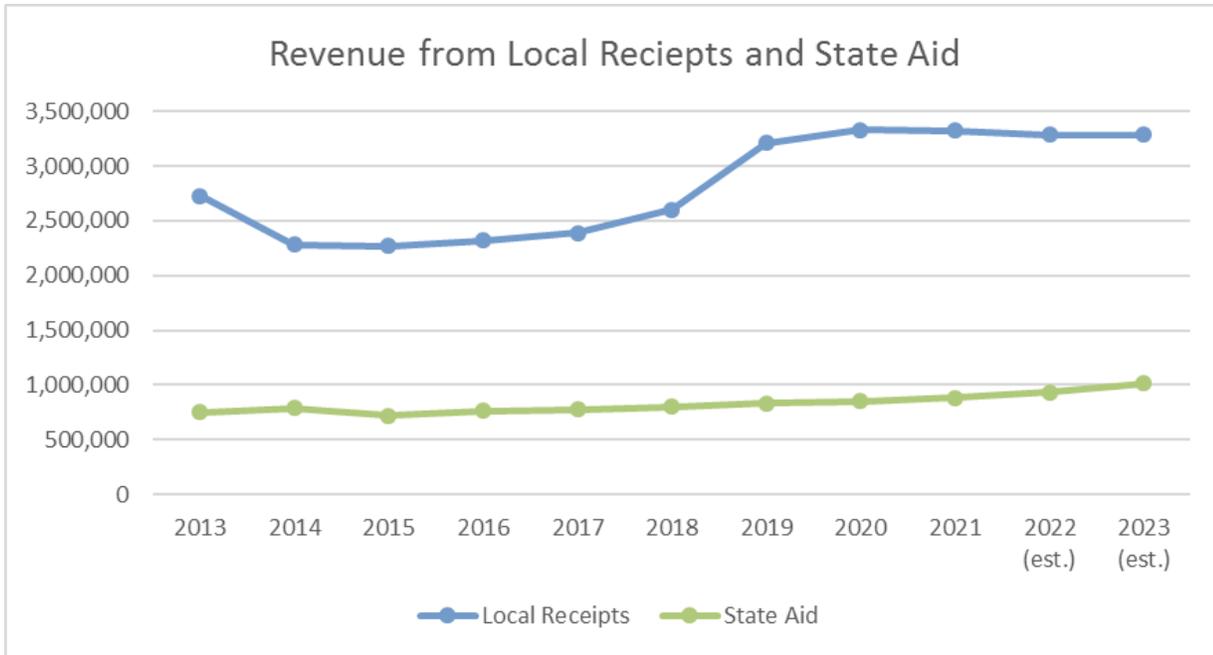


# *Advisory Board*

## Revenue

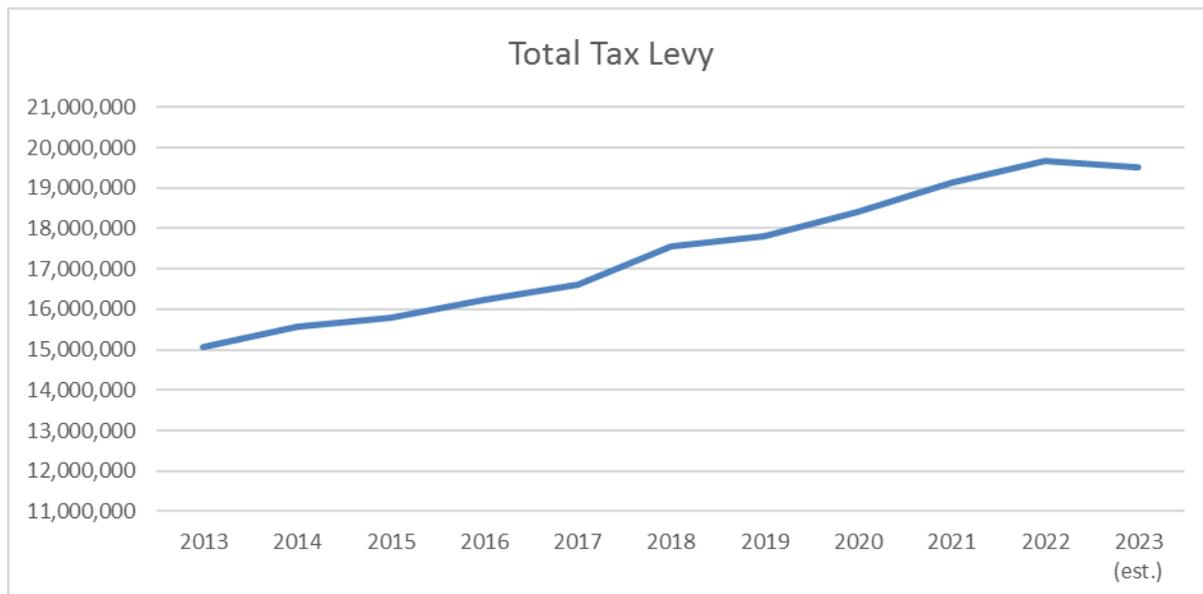
The sources of revenue for the Town of Westminster are State Aid, Property Taxes and Local Receipts. Local Receipts can be further broken down into Landfill Receipts and Other Local Receipts. Examples of Other Local Receipts include Excise Tax, Licenses/Permits, Fees and Fines/Penalties.

The following graph below shows the combined Local Receipts (including the landfill revenue estimate) and State Aid (\$4,306,083). The State Aid estimate is expected to increase slightly for FY2023 for a total of \$1,016,083.



## Revenue – Property Tax Data

The following graph shows the Total Property Tax Levied for the Town since FY2013.



## *Advisory Board*

The current tax rate is **\$15.80** per \$1,000 of valuation. This is based upon the valuation of all property in Town for FY2022, which was \$1,244,635,882; this rate is expected to change once the final FY2023 valuations are performed. Any increase of \$100,000 in spending will increase the tax rate by approximately \$0.10 per \$1,000 of assessed value.

Below are the average “Single-Family Home” tax bills, and the percentage of home value these tax bills represent FY2022 for some of our neighboring communities, and for some nearby communities of similar population.

<b>Municipality</b> <i>(neighboring towns)</i>	<b>Population</b> <i>(2018)</i>	<b>Average</b> <b>Home Value</b>	<b>Tax Rate</b>	<b>Average</b> <b>Tax bill</b>	<b>% of home</b> <b>value</b>
HUBBARDSTON	4,787	\$315,258	\$14.00	\$4,414	1.40%
GARDNER	20,719	\$237,944	\$18.59	\$4,423	1.86%
FITCHBURG*	40,882	\$252,369	\$17.61	\$4,444	1.76%
<b>WESTMINSTER</b>	<b>7,884</b>	<b>\$341,704</b>	<b>\$15.80</b>	<b>\$5,399</b>	<b>1.58%</b>
LEOMINSTER	41,823	\$332,342	\$16.56	\$5,504	1.66%
ASHBURNHAM	6,346	\$292,769	\$18.88	\$5,527	1.89%
LUNENBURG	11,657	\$374,392	\$17.19	\$6,436	1.72%
PRINCETON	3,478	\$422,841	\$15.68	\$6,630	1.57%

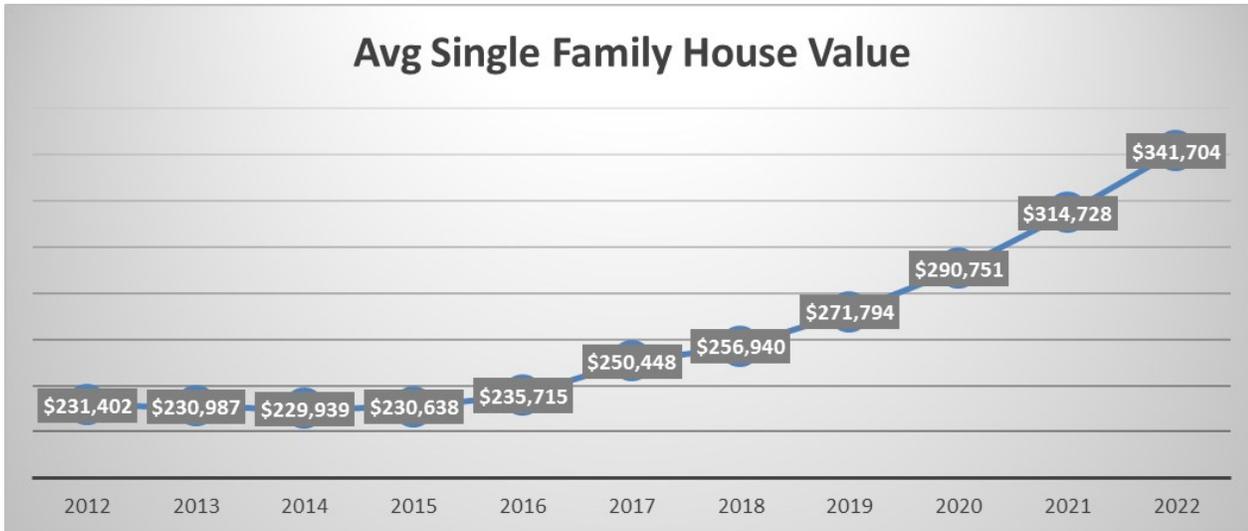
<b>Municipality</b> <i>(similar populations)</i>	<b>Population</b> <i>(2018)</i>	<b>Average</b> <b>Home Value</b>	<b>Tax Rate</b>	<b>Average</b> <b>Tax Bill</b>	<b>% of home</b> <b>value</b>
AYER*	8,164	\$399,810	\$13.42	\$5,365	1.34%
<b>WESTMINSTER</b>	<b>7,884</b>	<b>\$341,704</b>	<b>\$16.76</b>	<b>\$5,399</b>	<b>1.68%</b>
SHIRLEY	7,649	\$353,477	\$15.48	\$5,472	1.55%
RUTLAND	8,846	\$349,540	\$15.79	\$5,519	1.58%
STERLING	8,190	\$410,430	\$15.25	\$6,259	1.52%
WEST BOYLSTON	8,215	\$363,438	\$17.68	\$6,426	1.77%
LANCASTER	8,185	\$389,188	\$19.45	\$7,570	1.95%

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

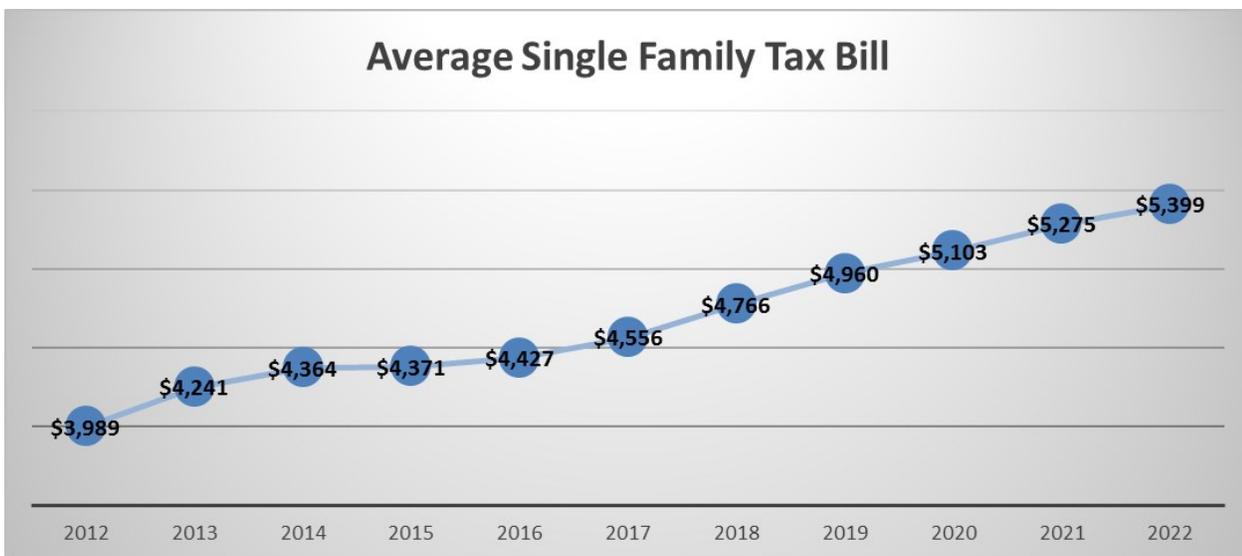


## Advisory Board

The following chart illustrates the average home value in the Town of Westminster over the past ten years. Home values declined from FY2012 until FY2014. However, there has been a 36% increase in values in the last five years (from FY2018 to FY2022).



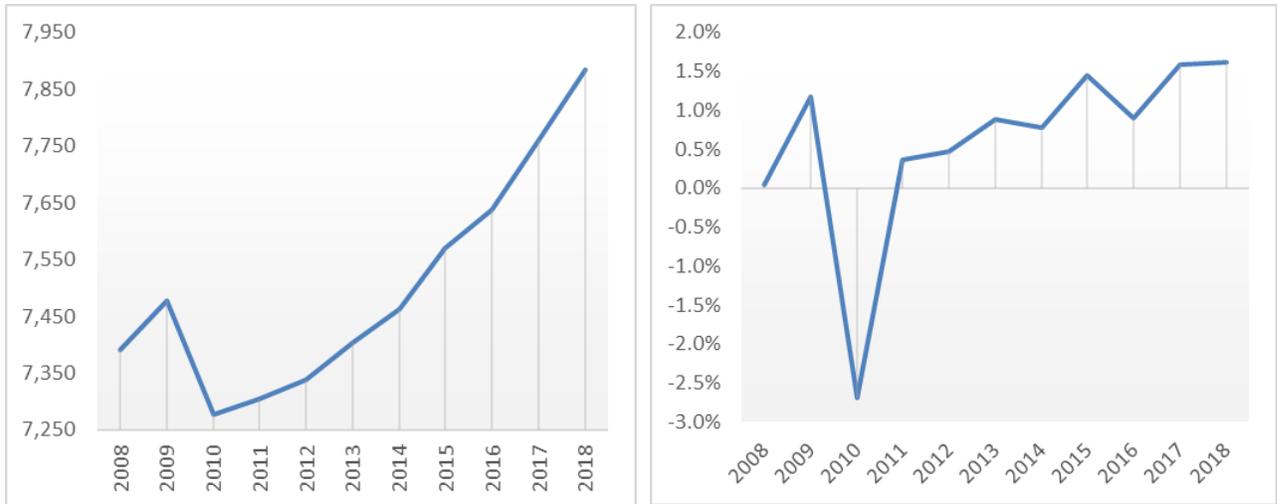
The following chart illustrates the average single-family tax bill for the Town of Westminster over the past twelve years.



The average single-family tax bill forecast for FY2022 is \$1,410 higher than it was in FY2012 or approximately 35%, an average increase of 3.2% per year, which is slightly above US GDP growth over the same period. However, the tax rate is only 4% higher than the tax rate in 2012; the increase in the average single-family tax bill is a function of both the increase in assessed value (see above) and the tax rate per \$1,000 of value. Relative to the rest of Massachusetts, Westminster's average single-family tax bill is 193<sup>rd</sup> out of 351 towns/municipalities.

## Advisory Board

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



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

### Advisory Board

Lisa Rocheleau, Chair

Erin Casali

Peter Normandin

John Fairbanks

David Libby





## Capital Planning Committee

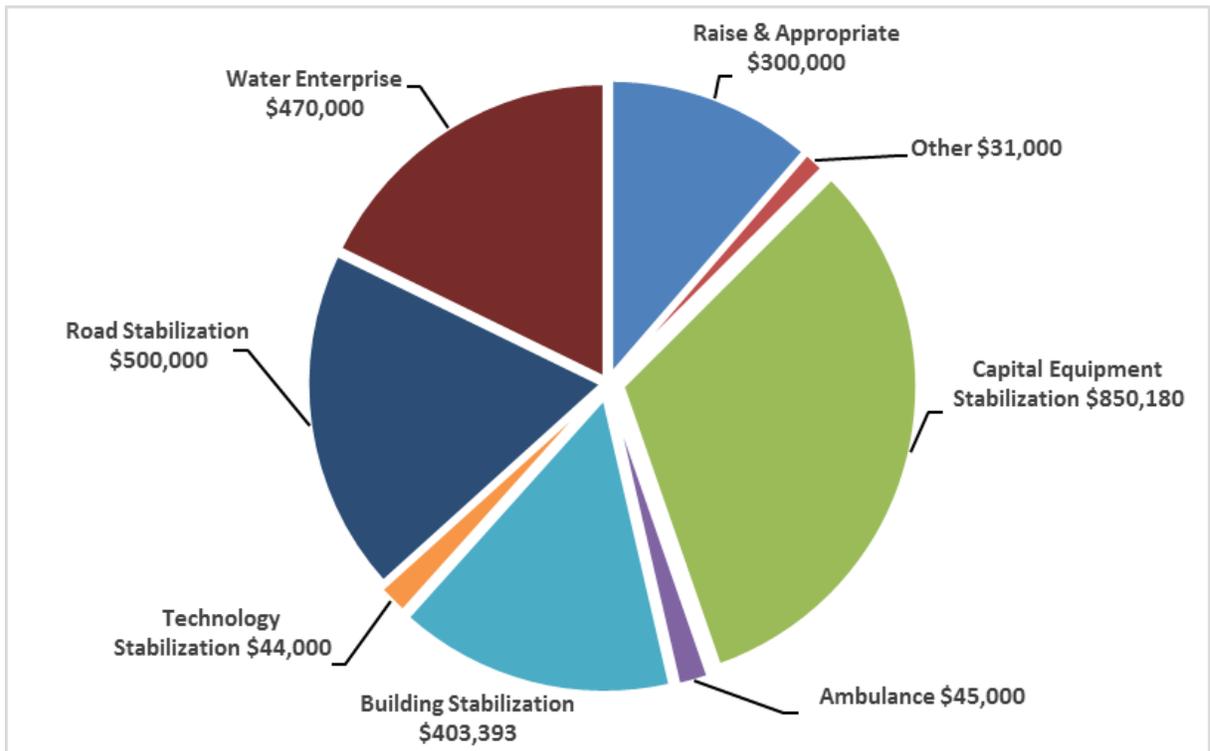
The primary focus of the **Capital Planning Committee** is to study, research and make recommendations on capital improvement projects. In addition, the committee may develop processes and policies in order to maintain the capital improvement program. A set of financial policies have been created by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

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

### FY2023 Capital Plan

The proposed CIP for FY2023 totals \$2,643,573. The FY2023 CIP is funded from a combination of sources: Raise & Appropriate (taxes), Stabilization Accounts, Enterprise Funds and Other funding (e.g. Chapter 90, Ambulance Receipts...etc.). The following chart (Chart 1) illustrates the breakdown of the funding for the FY2023 Capital Plan.

Chart 1 - FY2023 Capital Funding Chart



The purpose of the committee is to study capital (tangible assets and projects) spending requests with a dollar value greater than \$15,000. The committee is charged with preparing annual capital spending recommendations to be submitted to the Select Board 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.



# Capital Planning Committee

Chart 2  
 Combined Amount in 3 Stabilization Funds(  
 Capital Equipment, Building Maintenance and Technology)

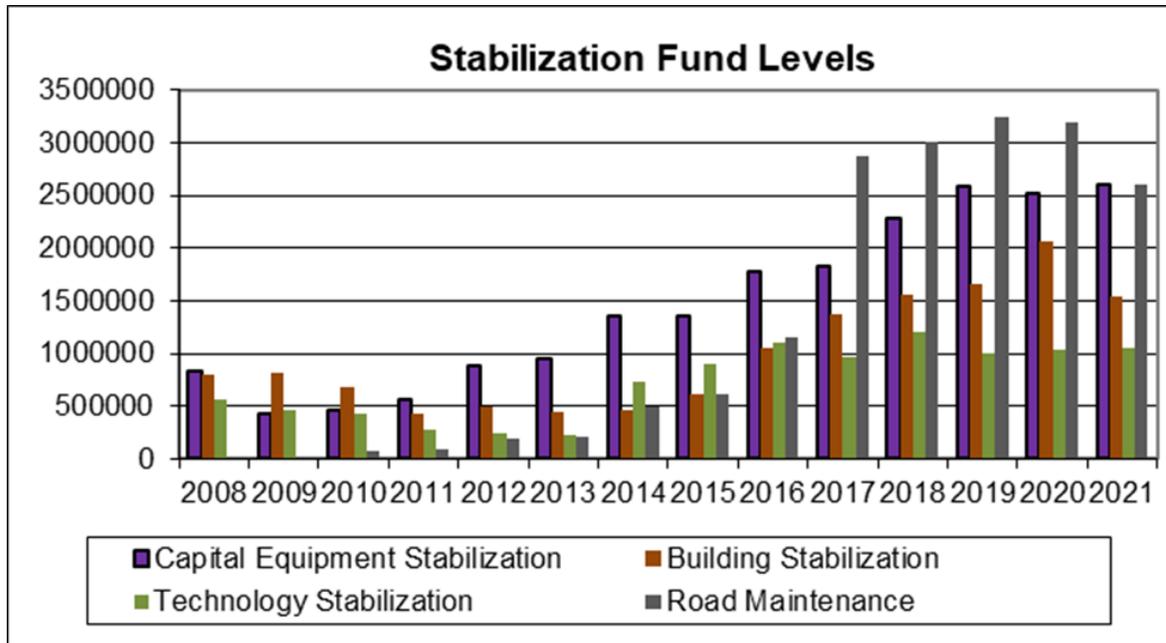
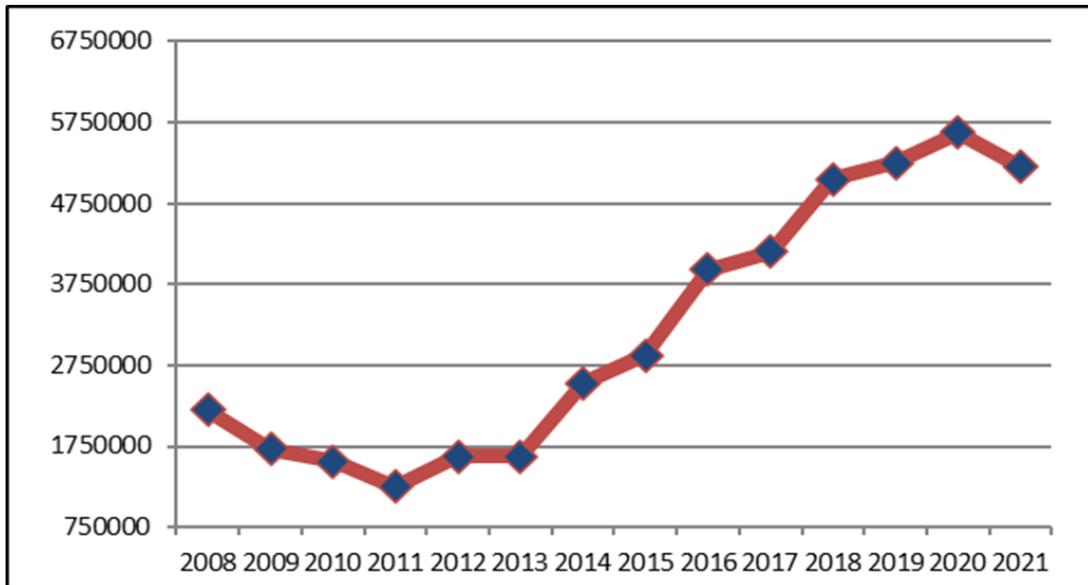


Chart 3  
 (Stabilization Fund Amount on 11/16/2021)



### Stabilization Funds - Encumbered

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

## *Capital Planning Committee*

The following Table reflects the amounts encumbered in each of the Stabilization Funds over the next five years based on the current CIP.

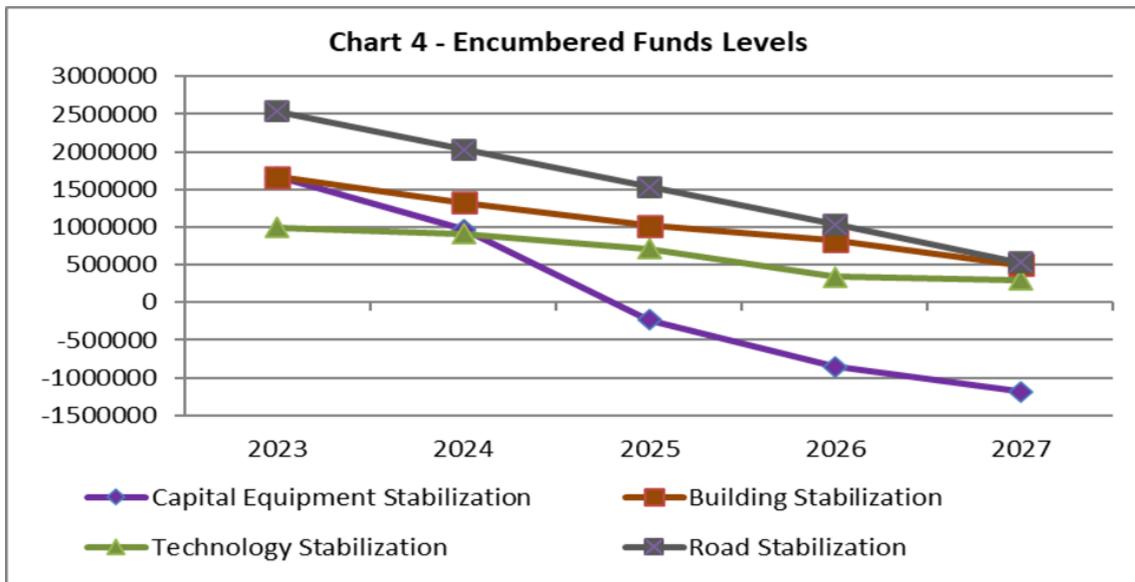
**Table 2**  
**Stabilization Fund Amounts Encumbered to fund the CIP**

<b>Stabilization Funds</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>5 Year Total</b>
Capital Equipment Stabilization	\$850,180	\$691,000	\$1,201,500	\$620,400	\$336,600	\$3,699,680
Building Maintenance Stabilization	\$403,393	\$344,001	\$306,590	\$200,315	\$316,039	\$1,570,338
Technology Stabilization	\$44,000	\$89,000	\$195,000	\$371,000	\$46,000	\$745,000
Road Maintenance Stabilization	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000

Taking into account the future Stabilization Fund encumbrances the chart on the right shows the impact to the fund levels.

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

The amount transferred back into the Stabilization Funds is something that the Capital Planning Committee recommends based on the five year CIP. The amount transferred into the Stabilization Funds is part of a plan based on what is expected to be used in the future. Some of the amounts in the Stabilization Funds reflected in FY2025 fall below the minimum stabilization fund levels established by the Capital Planning Committee in their Reserve Policy.



### Debt Summary

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

The following Table below show the current five year debt projections. The information is broken out to show the date of vote, debt excluded vs non-debt excluded, amount and mature date of the projects.

# Capital Planning Committee

**Table 3  
Debt Summary - 5 year projection**

Description	Vote/Issue	Excluded	Voted	Matured	FY2023	FY2024	FY2025	FY2026	FY2027
***Sewer In-line Storage Project	4/11/2016	Yes	\$2,500,000	FY2056	\$53,554	\$53,554	\$53,554	\$53,554	\$53,554
***Sewer In-line Storage Project - Interest					\$50,073	\$48,600	\$47,128	\$45,655	\$44,182
Rte 140 Design	5/2/2015	No	\$410,000	FY2024	\$82,000	\$82,000	\$82,000		
Rte 140 Design - Interest					\$1,640	TBD	TBD		
Senior Center Bond	4/1/2015	Yes	\$2,830,100	FY2030	\$190,000	\$190,000	\$190,000	\$190,000	\$190,000
Senior Center Bond - Interest					\$42,000	\$37,250	\$32,500	\$27,750	\$22,200
**Water Storage Tank - Ellis Road - BAN	11/17/2020	No	\$1,920,000	TBD	\$0	TBD	TBD	TBD	TBD
**Water Storage Tank - Ellis Road - Interest					\$57,600				
New Tanker Truck (Fire)							TBD	TBD	TBD
New Tanker Truck - Interest							TBD	TBD	TBD
Septic Management Plan	5/4/2013	No	\$300,000	FY2039	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Septic Management Plan - Interest					\$0	\$0	\$0	\$0	\$0
2018 KME Fire Pumper/Tanker	11/27/2018	No	\$600,000	FY2025	\$120,000	\$120,000	\$120,000		
2018 KME Fire Pumper/Tanker - Interest					\$888	TBD	TBD		
New KME Fire Engine							\$160,000	\$160,000	\$160,000
New KME Fire Engine - Interest							TBD	TBD	TBD

## Enterprise Funds

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

Similar to the stabilization funds, the enterprise fund levels must be maintained at adequate levels for financial stability. The chart below show the Sewer, Water and Transfer Station Enterprise levels from 2009 to 2021.

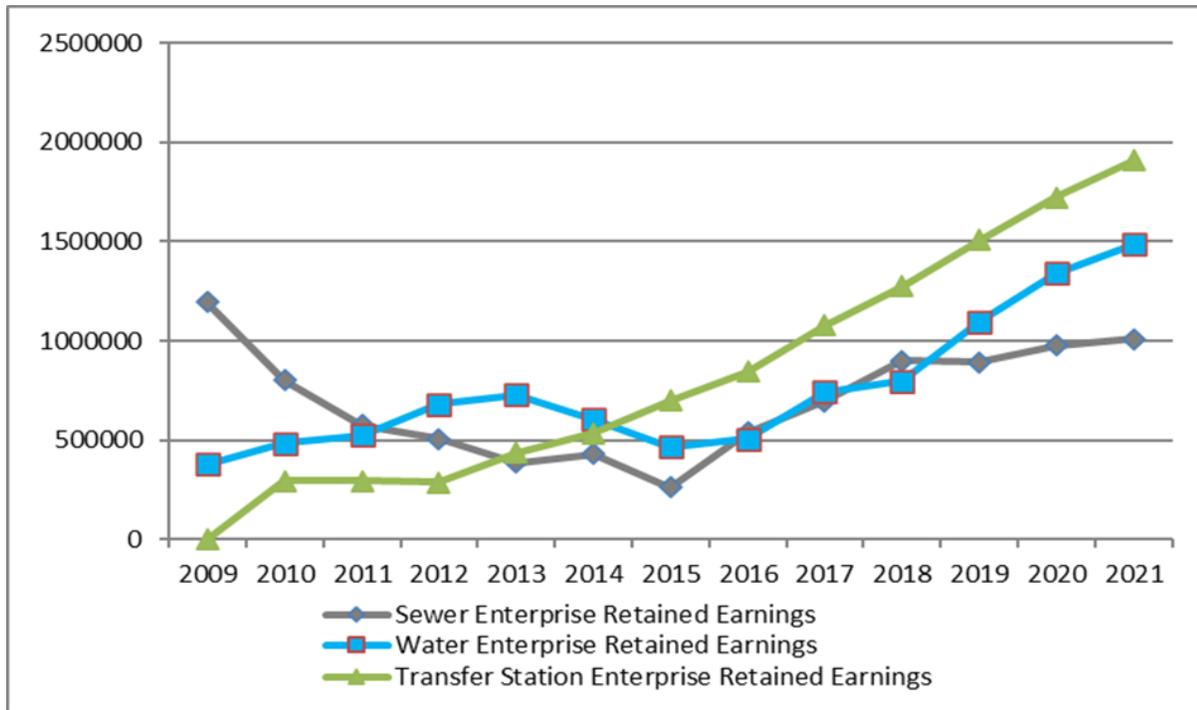
The Water Enterprise Fund level has increased from \$380,726 in 2009 to \$1,487,679 in 2021. The Sewer Enterprise Fund level has declined from 2009 to 2015. In 2009 the Sewer Enterprise fund was slightly under 1.2 million dollars. In 2015 the fund was at \$263,344. The Sewer Enterprise fund has increased the last few years with the 2021 amount of \$1,009,627.

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



# Capital Planning Committee

**Chart 5  
(Enterprise Fund Levels)**



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

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

## Route 140 Design Project

A project for the engineering design of Route 140, i.e., Hager Park and Worcester Roads was approved at the May 2, 2015 Annual Town Meeting. This project will address a number of road repairs/deficiencies and flooding issues along the roadway. The area on Worcester Road in the vicinity of Mile Hill and Gatehouse Roads in particular has flooding issues and is a safety concern. The project has been split into two, Project 1 Narrows Road to Patricia Road and Project 2 Patricia Road to Princeton town line. Project 1 was completed in 2021. Project 2 is at 75% design submittal review with MassDOT with a proposed construction in 2023/2024. Both projects have been approved for Transportation Improvement Program (TIP) funding. TIP is a multi-year program of capital improvements that reflect the needs of the regional transportation system.

## *Capital Planning Committee*

### **Water Storage Tank (Ellis Road Standpipe) Project**

A project for replacing the water storage tank on Ellis Road was voted at the FY2019 Annual Town Meeting. The cost of this project is estimated to be 1.9 million dollars. Funding this project will be borrowed and paid back from the Water Enterprise Retained Earnings. The existing storage tank is at the end of its useful life (60+ years old). Construction will start in 2022.

### **Water Main Improvement Program**

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

### **Whitmanville Road Bridge Design Project**

The engineering and construction for this project has been fully funded with state/federal monies. MassDOT performs inspections on municipal owned bridges that have a clear span > 20 feet and performed inspections on this bridge which showed a need to replace the bridge. The project was completed in 2021.

### **Old Town Farm Road Culvert Replacement**

Engineering and construction costs to replace twin 36-inch culverts with a single culvert. The replacement will protect the dead-end roadway as well as aid in reducing debris blockage and provide for better fish passage.

### **MS4 Storm Water Permit**

This request is for the U.S. EPA's NPDES Municipal Separate Storm Sewer Systems (MS4) 5-year permit jointly issued by EPA and MassDEP that became effective in 2018. Monies are used for consultant support in annual permit compliance. This request is for the newly issued NPDES Massachusetts Small Municipal Separate Storm Sewer System (MS4) General Permit issued by the U.S. EPA. Money needs to be set aside in free cash for annual permit compliance.

### **Sewer Extension Projects**

Multiple projects to extend sewers in environmentally sensitive areas in Town is being discussed/reviewed by the Public Works Commission. Projects include extending sanitary sewer in CWMP Phases 1, 2 & 4 which include the following areas in Town: Phase 1-Leino Park, Lakewood Park, Dawley Road, Phase 2-Lake Drive East/Edro Isle and Phase 3-Bacon Street. Preliminary engineering/construction costs for the projects range from \$2.5 M to \$4.0 M. Each phase is expected to take 3 years from design to end of construction.

### **Multi-Year Road Improvement Project**

A multi-year road improvement plan for repairing and improving town roads is part of the CIP. It is funded by a combination of the Annual Road Maintenance appropriation, MassDOT Chapter 90 and Road Maintenance Stabilization funds. Funding for this project is dependent on landfill revenue. Once the landfill is closed, transfers to the Road Maintenance Stabilization Fund from landfill revenue will cease.



# Capital Planning Committee

## Public Safety Building

A public safety building committee has been formed and have been meeting to come up with a plan for the Public Safety Building. The current building has limited storage and the committee is looking at options for expansion of the existing building or possibly moving one or both department(s) to a new location.

## Tower Ladder

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

### Capital Planning Committee

Steve Rocheleau, Chair

Gary McDonald, Clerk

Melinda Horrigan, Ex-Officio

Stephanie Lahtinen, Ex-Officio

Lisa Rocheleau, Advisory Board Liaison

Melissa Banks, Select Board Liaison



WYMAN POND - GARDNER STR. CAR 1912

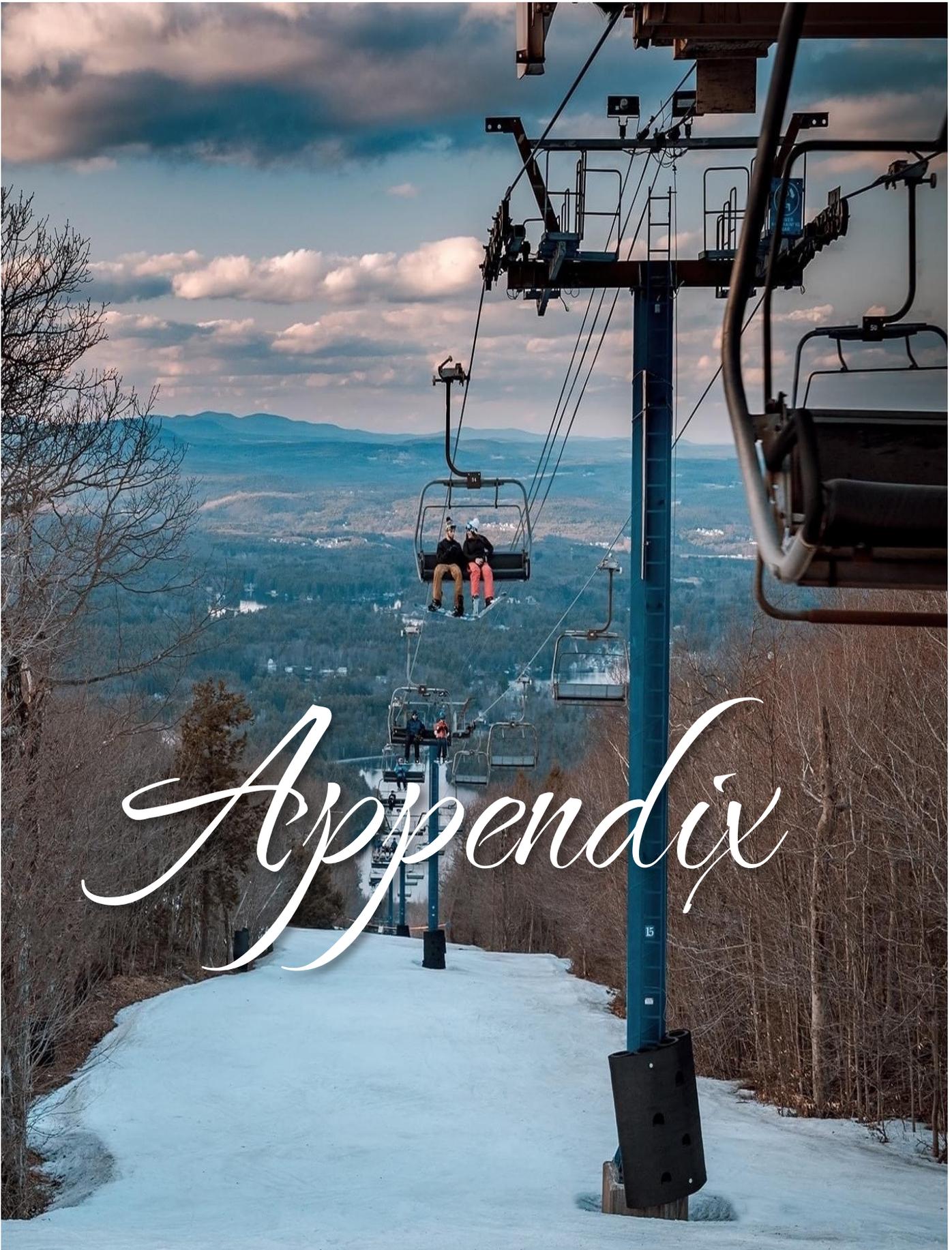
# CRACKER FESTIVAL



OCTOBER 15, 2022







## *2022 Aggregate Employee Remuneration*

LAST NAME	FIRST NAME	M	POSITION	Gross Earnings	Overtime Earnings	DT Earnings
ALBERT	DAVID	J	MASTER MECHANIC	\$87,866.89	\$13,772.02	\$2,140.59
ALDEN JR	TODD	W	FIREFIGHTER	\$95,881.08	\$18,382.49	
ALGARIN	ZACHARY	J	CALL FIREFIGHTER	\$98,692.74	\$22,123.45	
ALLARD	DONNA	MARIE	POLL WORKER	\$288.56		
AMENDOLA	DANA	P	CALL FIREFIGHTER	\$1,410.88		
ARSENAULT	STEVEN	O	SP MV OPERATOR/LABOR	\$82,121.17	\$10,799.78	\$2,129.16
AUBUCHON	STEPHEN	A	SR TAX WORK PROGRAM	\$1,500.00		
AUFFREY	NICHOLAS	R	SERGEANT	\$146,480.68	\$32,535.02	
AVENI	NICHOLAS	J	DISPATCH SUPERVISOR	\$79,714.90	\$7,749.16	
BACZEWSKI	JANET	E	ASST TREASURER	\$44,891.05		
BARRETT	ALAN	R	TRUCK DRIVER/LABORER	\$82,096.66	\$10,187.59	\$2,505.92
BARRY	GRACE		PARKS/REC COUNSELOR	\$619.88		
BATTEN	OLIVIA	L	PARKS/REC COUNSELOR	\$2,351.31		
BAUM	JENNIFER	J	FARMERS MARKET MGR	\$1,161.38		
BEAN	ADAM	J	FIRE CAPTAIN	\$111,019.88		
BENSON	KENT	M	POLICE OFFICER	\$96,313.12	\$6,171.24	
BERGEVIN	LUCILLE	A	SR TAX WORK PROGRAM	\$1,500.00		
BLANCHARD	PAUL	R	BUILDING COMM	\$87,667.83		
BLAUSER JR	THERYN	JAY	SUPPORT SPECIALIST	\$5,845.69		
BLOUIN	KYLE	E	CALL FIREFIGHTER	\$592.84		
BOIVIN JR.	FRANCIS	W	CALL FIREFIGHTER	\$283.28		
BONK	KIMBERLY	L	DISPATCHER	\$29,533.47	\$3,060.72	
BOSELAIT	COLTON	L	PARKS/REC COUNSELOR	\$2,296.05		
BOSELAIT	HALEY	A	PARKS/REC COUNSELOR	\$1,539.01		
BOURGOIS	DANIEL	F	SUB VAN DRIVER	\$7,497.05		
BREWERTON	PATRICIA	J	SR TAX WORK PROGRAM	\$1,500.00		
BREWERTON	LAWRENCE	O	SR TAX WORK PROGRAM	\$225.00		
BRIGHENTI	KAREN	A	POLL WORKER	\$673.32		
BUDKA	LANCE	E	CEMETERY WORKER	\$2,545.53		
BUTTERFIELD	KYLE	S	FIRE CHIEF	\$128,003.34		
CANNAVINO	RICHARD	T	ALT WIRING INSP	\$17,137.50		
CARPENTER	ROBERT	P	ASST HEALTH AGENT	\$419.33		
CASEY	SHEILA	A	TREAS/COLL CLERK	\$10,194.88		
CASPER	RYAN	K	CALL FIREFIGHTER	\$19,422.02		
CAVANAUGH	JASON	P	ADULT SVC LIBRARIAN	\$45,816.56		
CHADBOURNE	BENNETT	R	FIRE LIEUTENANT	\$114,310.90	\$36,503.86	
CHAPMAN	SUSAN	M	MAINTENANCE SUPER	\$46,723.58	\$1,542.93	
CHIARELLI	TAMIE	M	EXECUTIVE ASSISTANT	\$49,536.77		
CHRISTENSEN	CAROLE	A	POLL WORKER	\$616.32		
CLARKSON	CHARLES	E	SR TAX WORK PROGRAM	\$1,500.00		
COLLINS	KEVIN	C	ASST DPW DIRECTOR	\$102,880.05		
COMEAU	DAVID	S	CALL FIREFIGHTER	\$2,179.83		
CONDON	MARY	E	POLL WORKER	\$438.19		
CONLIN	ABIGAIL	M	HEALTH AGENT	\$34,901.70		
CONTE	JEANNE	C	SR TAX WORK PROGRAM	\$1,500.00		
COSTELLO	JULIE	M	TOWN ACCOUNTANT	\$60,107.62		
COX	JASON	E	FIREFIGHTER	\$86,849.31	\$18,750.70	
COX	CASSIDY	E	PARKS/REC COUNSELOR	\$1,232.63		
CRAMM	ROBERT	J		\$7,574.49	\$232.57	
CULGIN	SARAH	A	ALTERN BUILDING COMM	\$79.98		

## *Aggregate Employee Remuneration*

LAST NAME	FIRST NAME	M	POSITION	Gross Earnings	Overtime Earnings	DT Earnings
CULLINANE	ERIN	M	CALL FIREFIGHTER	\$2,590.33		
DESCARREAU	KEVIN	N	SYSTEM OPERATOR	\$72,856.21	\$15,162.58	\$827.40
DESCHENES	TYLER	C	CROCKER POND ATTEND	\$2,823.08		
DIBENEDETTO	MARCUS	J	CALL EMT	\$384.41		
DOUGHTY	ANDREW	R	CALL FIREFIGHTER	\$838.11		
DUBE	ANITA	M	POLL WORKER	\$103.31		
DUQUETTE	JENNIFER	M	ASST TOWN CLERK	\$17,812.70		
ELLIOTT	STEPHEN	W	SUPPORT SPECIALIST	\$20.06		
EMERSON	JOSHUA	M	FIREFIGHTER	\$99,511.72	\$32,546.49	
ERICKSON	LISA	A	LIBRARY ASST CHILD	\$15,128.62		
FEELEY	PATRICIA	A	SR TAX WORK PROGRAM	\$1,500.00		
FICHTEL	SONJIA	J	PERSONNEL ADMIN	\$52,763.70		
FISHER	SUSAN		COA DIRECTOR	\$55,689.80		
FORREST	KYLE	A	CALL FIREFIGHTER	\$6,276.41		
FUREY	CONNOR	S	POLICE OFFICER	\$100,444.11	\$18,249.46	
GAGE	DYLAN	M	MAINTENANCE WORKER	\$1,482.01		
GIKIS	WHITNEY	R	MAINTENANCE SUPER	\$11,132.43	\$541.63	
GILBREATH	ELISE	P	LIBRARY ASST CHILD	\$14,425.78		
GIROUARD	JOHN	A	CALL EMT	\$10,819.39		
GLASSON	TIMOTHY	R	SYSTEM OPERATOR	\$82,951.07	\$19,503.82	\$871.73
GRENIER	THERESA	C	POLL WORKER	\$705.38		
GRENIER	JAMES	M	MAINTENANCE MECHANIC	\$81,716.86	\$9,285.36	\$1,983.11
GUY	ARTHUR	E	TRUCK DRIVER/LABORER	\$18,242.03	\$2,124.12	
HAGERTY	MARIA	A	ASST TOWN ACCOUNTANT	\$42,491.15		
HALEY-CORMIER	MARYBETH		POLL WORKER	\$7,293.16		
HALL	JOSHUA	W	DPW DIRECTOR	\$128,965.62		
HALL	COOPER	J	PARKS/REC COUNSELOR	\$1,553.26		
HALLIDAY	KYLE	E	FIREFIGHTER	\$42,634.05	\$20,017.44	
HAMEL	MIRANDA	A	POLICE OFFICER	\$86,978.34	\$14,137.83	
HARRINGTON	CAROL	A	SR TAX WORK PROGRAM	\$1,500.00		
HATSTAT	RACHEL	L	DISPATCHER	\$783.11		
HAWKINS	NATHAN	D	SERGEANT	\$147,471.67	\$32,606.79	
HAWKINS JR	LEROY	A	RESERVE POLICE OFFIC	\$51,193.25		
HAYWARD	DEVIN	M	TRUCK DRIVER/LABORER	\$55,628.92	\$5,262.88	\$1,077.10
HEATH	TRAVIS	K	POLICE OFFICER	\$10,245.60		
HILDRETH	CHARLES	H	CEMETERY LABORER	\$13,536.84		
HIRONS	COLLEEN	M	POLL WORKER	\$627.00		
HOBBS	DAVID	G	PT OFFICER	\$21,814.95		
HOLM	ROBIN	L	ADMIN ASSESOR	\$53,900.11		
HORRIGAN	MELINDA	D	TREASURER/COLLECTOR	\$20,393.98		
HURD	TIMOTHY	E	HWY WORKING FOREMAN	\$96,557.72	\$15,232.16	\$2,263.95
IANNACONE	ALFRED		SR TAX WORK PROGRAM	\$1,500.00		
IMPRESICA	JAMES	E	ALT GAS/PLUMBING	\$6,999.25		
IRVINE	ELIZABETH	A	POLL WORKER	\$630.57		
JANSSON	JERMEY	L	SR TAX WORK PROGRAM	\$1,500.00		
JARVI	CORINNE	J	TREASURER/COLLECTOR	\$17,680.17		
JOHNSON	ANN	E.	SR TAX WORK PROGRAM	\$1,500.00		
JOHNSON	MICHELLE	M	ADMIN ASST	\$6,998.60		
JOHNSON	SAMUEL	D	CALL FIREFIGHTER	\$8,733.36		
JONES	GEORGE	C	SR TAX WORK PROGRAM	\$1,500.00		
JONES	ELAINE	M	SR TAX WORK PROGRAM	\$1,500.00		
KALAGHER	SUSAN	H	CONSERVATION CLERK	\$9,221.36		

## *Aggregate Employee Remuneration*

LAST NAME	FIRST NAME	M	POSITION	Gross Earnings	Overtime Earnings	DT Earnings
KEARNS	PHILIP	J	RESERVE POLICE OFFIC	\$8,073.00		
KUGEL	JENNIFER	M	CALL EMT	\$1,447.51		
LAHTINEN	STEPHANIE	N	TOWN ADMINISTRATOR	\$95,956.18		
LAMSA	LEEANN	L	POLL WORKER	\$252.94		
LANDRY	DANIEL	D	CIS SPECIALIST	\$52,266.12		
LANGHART	NICHOLAS	M	LIBRARY DIRECTOR	\$83,722.26		
LAPRADE	JOSEPH	R	PARKS/REC COUNSELOR	\$1,603.13		
LARSON	ERIC		CALL FIREFIGHTER	\$7,720.25		
LAWRENCE	KATHY	A.	ADMIN ASST	\$20,795.90		
LEBLANC	RALPH	W	POLICE CHIEF	\$154,605.01		
LEBLANC	DAVID	J	POLICE OFFICER	\$106,443.28	\$22,702.28	
LECLAIR	JANICE	M	LIBRARY AIDE	\$5,158.40		
LEMAY	KATHERINE	M	BUILDING DEPT CLERK	\$36,975.85		
LEMOINE	MICHAEL	J	FIREFIGHTER	\$86,951.08	\$25,481.71	
LEONARD	CHRISTOPHER	D	CALL FIREFIGHTER	\$7,151.48		
LITTLE	WAYNE	R	ALT GAS/PLUMBING	\$111.41		
LOESCHER	ANDREW	R.	POLICE OFFICER	\$102,240.48	\$11,593.16	
LONG	KAREN	M	ADMIN ASST EMT B	\$51,777.96	\$74.12	
LOREE	ANN	M	HEALTH AGENT	\$32,192.68		
LUCIER	DALE	A	DPW EXECUTIVE ASST	\$52,574.58	\$837.46	
LUCIER	SUSAN	M	LIBRARY TECH SERVICE	\$28,118.68		
MAGEE	PAULA	M	POLL WORKER	\$192.38		
MAJOR	RYAN	J	CALL FIREFIGHTER	\$13,166.43		
MARRO	MATTHEW	S	CONSERVATION AGENT	\$24,797.50		
MARTIN	RICHARD	C	SR TAX WORK PROGRAM	\$1,275.00		
MARTINEAU	PETER	R	WORKING FORMAN	\$91,166.70	\$20,738.08	\$981.90
MASTROTOTORO	ANDREA	L	REC SEC PLANNING	\$424.98		
MAUCH	COLTON	D	FIREFIGHTER	\$49,291.98	\$15,229.91	
MAXIM	MATTHEW	J	DISPATCHER	\$55,687.68	\$7,868.72	
MAXWELL	JONATHAN	C	CIS SPECIALIST	\$20,190.21		
MAYNE	RYAN	T	PARKS/REC COUNSELOR	\$1,425.01		
MAYO	ALAN	T	CEMETERY SUPERINTEND	\$64,734.50		
MCCLENAHAN	LINDA	K	POLL WORKER	\$530.81		
MCGEE	MARYANN	J	LIBRARY ASSISTANT I	\$13,092.24		
MCMANUS	BETHANNE		LIBRARY ASSISTANT I	\$12,351.87		
MEANY	PHILIP	A	TRUCK DRIVER/LABORER	\$58,315.98	\$6,418.14	\$1,433.65
MICHAUD	LAILA	J	POLL WORKER	\$477.38		
MILLER	CATHERINE	J	LIBRARY CHILD SVC	\$52,112.54		
MONTY	DAVID	B	FIRE LIEUTENANT	\$148,119.65	\$62,571.07	
MORCALDI	JARED	J	TRUCK DRIVER/LABORER	\$54,331.75	\$4,146.25	\$1,027.20
MURACH	LINDA	R	SR TAX WORK PROGRAM	\$1,187.50		
MURPHY	TRACY	A	TOWN PLANNER	\$9,319.49		
NELSON	AMY	N	POLICE SERGEANT	\$126,230.19	\$20,429.09	
NOONAN	BRIAN	L	CALL FIREFIGHTER	\$365.46		
NOVAK	DANIEL	A	SUB VAN DRIVER	\$14,283.72		
O'BRIEN	SEAN	S	SUMMER PROGRAMS DIR	\$3,528.52		
O'BRIEN	MICHAELA	R	PARKS/REC COUNSELOR	\$1,795.51		
O'KANE	ERIN	E	DISPATCHER	\$50,832.37	\$4,760.13	
PAGE	ANN MARIE		ASSESSORS CLERK	\$10,086.65		
PARVIAINEN	HARRY	D	ALT WIRING INSP	\$30,469.40		
PATRIA	JORDAN	M	CROCKER POND ATTEND	\$3,537.56		
PAUL	TAMMY	L	DPW SECY/RECPT	\$43,126.32		

## *Aggregate Employee Remuneration*

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>M</u>	<u>POSITION</u>	<u>Gross Earnings</u>	<u>Overtime Earnings</u>	<u>DT Earnings</u>
PENNEY	ELIZABETH	A	BOH ADMIN ASSISTANT	\$26,762.87		
PEREIRA	STEVEN	K	CALL FIREFIGHTER	\$3,306.80		
PERIOR	JAYNE	V	MEALS ON WHEELS DRIV	\$13,177.47		
PESCARO	RYAN	J	CALL FIREFIGHTER	\$13,103.70		
POISSANT	COREY	R	CALL FIREFIGHTER	\$2,067.79		
PORPORA	PATRICK	J	POLICE OFFICER	\$118,615.94	\$23,526.80	
POULIN	SHELBI	E	RESERVE POLICE OFFIC	\$65,066.44	\$9,859.04	
PROVENCIAL	KELLY	A	SUPPORT SPECIALIST	\$5,205.61		
RACICOT	ZACHARY	J	FIREFIGHTER	\$47,567.70	\$7,316.16	
RAMEAU	MAX	J	POLICE OFFICER	\$96,558.97	\$18,322.31	
RASMUSON	SIERRA	M	PARKS/REC COUNSELOR	\$1,763.45		
RATHIER	RAYMOND		SR TAX WORK PROGRAM	\$7,954.91		
RENDA	PHILIP	J	CROCKER POND ATTEND	\$5,560.16		
ROBBINS	EDWARD	S	RESERVE POLICE OFFIC	\$36,135.00		
ROBERTSON	MARTHA	H	SR TAX WORK PROGRAM	\$1,500.00		
ROBINSON	STEVEN		CALL FIREFIGHTER	\$3,987.01		
ROGER	MARCIA	E	SR TAX WORK PROGRAM	\$1,287.50		
ROGERS	MARK	D	CALL FIREFIGHTER	\$649.88		
ROONEY	COLIN	D	CALL FIREFIGHTER	\$180.32		
ROULEAU	LORNA	J	LIBRARY CHILD SVC	\$12,623.93		
SALO	JEREMY	E	FIREFIGHTER	\$23,942.95	\$5,354.85	
SHAMPINE	JEFFREY	G	RESERVE POLICE OFFIC	\$47,359.75		
SHAW	BRUCE	E	CEMETERY FOREMAN	\$30,914.41	\$600.58	
SHEA	RYAN	T	CALL FIREFIGHTER	\$2,870.44		
SHEEHAN	ELLEN	M	TOWN CLERK	\$57,731.23		
SHELDON	PAMELA	M	LAND USE ADMIN ASST	\$2,843.46		
SMITH	MELODY	L	TREASURER/COLLECTOR	\$60,814.20		
SOUSA	SUSANNE	M	SR TAX WORK PROGRAM	\$1,500.00		
STREETER	PATRICIA	A	ADMIN ASST	\$15,332.85		
SULLIVAN	RANDY	O	MAINTENANCE WORKER	\$38,080.72	\$503.92	
TAMULEN	JASON		POLICE LIEUTENANT	\$128,301.24		
TATA	ASHLYNN	M	PARKS/REC COUNSELOR	\$1,097.26		
TENORE	VANESSA	M	POLICE OFFICER	\$81,713.45	\$7,033.53	
THOMPSON	JACOB	A	CALL FIREFIGHTER	\$6,475.04		
TWIRAGA	JOSEPH	A	CALL FIREFIGHTER	\$3,775.56		
VAZQUEZ	FRANCISCO		CALL FIREFIGHTER	\$2,395.68		
WALKER	JAMES	M	CROCKER POND SUPER	\$8,878.73		
WALLACE	STEPHEN	J	TOWN PLANNER	\$70,632.52		
WELCH	STEPHANIE	J	EXECUTIVE ASST POLIC	\$64,400.14	\$7,361.85	
WETHERBEE	JASON	E	POLICE OFFICER	\$123,080.71	\$30,165.87	
WIINIKAINEN	TOM	J	GAS/PLUMBING INSPECT	\$13,280.98		
WILLIAMS	OWEN	R	DISPATCHER	\$9,676.46		
WISEMAN	STEPHANIE	T	BOH ADMIN ASSISTANT	\$18,595.72		
WOJNAR	ELIZABETH	G	DISPATCHER	\$12,745.84		
YRAOLA	SUSAN	E	LIBRARY ASSISTANT II	\$22,140.78		
ZBIKOWSKI	DAVID	A	SP MV OPERATOR/LABOR	\$79,361.93	\$7,615.33	\$1,241.11
WYMAN	SARA	M	VETERANS AGENT	\$19,627.58		
YRAOLA	SUSAN	E	LIBRARY ASSISTANT II	\$21,161.92		
ZBIKOWSKI	DAVID	A	SP MV OPERATOR/LABOR	\$71,664.46	\$6,147.33	\$235.68

# FARMER'S MARKET



Westminister Agricultural Commission supporting:

- Westminister Farmers' Market
- Backyard Growing
- Growing Great Food and Flowers
- Farming Beyond Borders



**Agriculture**

**Agricultural Commission**  
We are here for you!

*To ask a question about farming, homesteading, all kinds of plants or farm animals, The Farmer's Market and the Growing Great and Flowers monthly educational series. Find us on Facebook and send us a message*



## “SOIL YOUR UNDIES”

HERE'S THE CHANCE TO PROVE THAT YOUR SOIL IS SO HEALTHY THAT IT CAN “EAT” A BRAND NEW PAIR OF BRIEFS IN TWO MONTHS TIME!! LAST YEAR WE HANDED OUT “TIGHTY WHITIES” AND GOT 20 PAIRS BACK! SOME HAD ALMOST NO HOLES, SOME HAD ONLY THE WAISTBAND LEFT...HOW WILL YOUR SOIL'S ECOSYSTEM PERFORM??? WHEN YOU PLANT THEM—MAKE SURE YOU MARK THEM SO YOU CAN FIND THEM AGAIN. PULL THEM UP AND BRING THEM BACK TO THE MARKET . THIS YEAR, WE HAD A PRIZE FOR THE GRAND CHAMPION UNDIE CONSUMPTION AND THREE “TOP OF CATEGORY” PRIZES FOR BEST CHILD, BEST ADULT AND BEST SCHOOL UNDIE CONSUMPTION AWARDS.

# PARKS & RECREATION TREE LIGHTING



MANY THANKS TO ALL THAT CAME OUT TO MAKE THIS NIGHT SUCCESSFUL



POLAR EXPRESS MOVIE ON THE COMMON



SMORES PROVIDED BY NEIGHBORS HELPING NEIGHBORS



COOKIES PROVIDED BY THE LIONS CLUB





TOWN OF WESTMINSTER  
2022 ANNUAL REPORT

*Sincerest thanks to all the departments, boards and committees for their reporting and to the residents of Westminster that kindly provided the amazing photos featured in this publication of our beautiful and picturesque community.*

