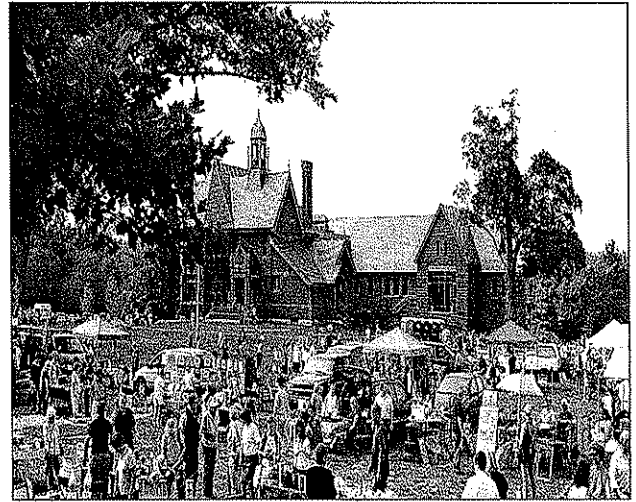
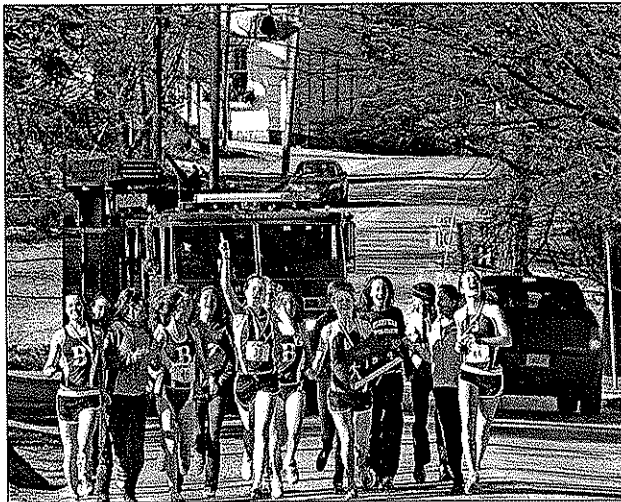
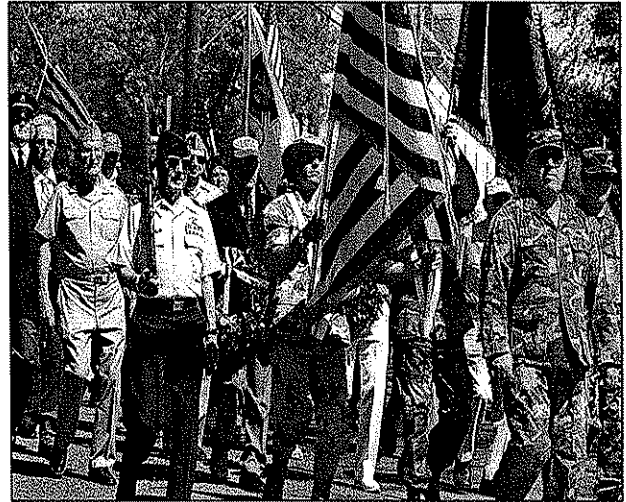


2009

ANNUAL REPORT



HARVARD

MASSACHUSETTS

TOWN OF HARVARD
WORCESTER COUNTY

DATE OF INCORPORATION: 1732

FORM OF GOVERNMENT: Town Meeting

POPULATION: 5,726 – as of January 1, 2009

AREA: 17,260.8 acres

ELEVATION: 608 feet above sea level on Oak Hill

MINIMUM BUILDING LOT SIZE: 1.5 acres
Building, Electrical, Plumbing Codes and Health Regulations require permits
for new buildings and alterations, obtainable at the Selectmen's Office in Town Hall.

TOWN HALL OFFICE HOURS: 8:30 A.M. – 4:00 P.M. Monday to Thursday

SENATORS IN CONGRESS: Scott Brown, John F. Kerry

REPRESENTATIVE IN CONGRESS, Fifth District: Nicole Tsongas

STATE SENATOR, Middlesex and Worcester District: James Eldridge

STATE REPRESENTATIVE, 37th Middlesex District: Jennifer Benson

QUALIFICATIONS FOR REGISTRATION AS VOTERS: Must be 18 years of age, and a U.S. citizen. Registration at Town Clerk's Office in Town Hall, Monday through Thursday, 8:30 A.M. – 4:00 P.M., and Tuesday evenings until 7:00 P.M. Special voter registration sessions before all town meetings and elections. Absentee voting for all elections.

TOWN OF HARVARD
FOUNDED JUNE 29, 1732

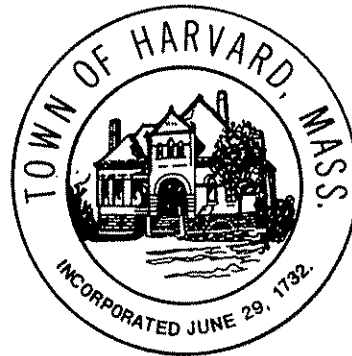
Set off from Groton, Lancaster, Stow, by petitions to the General Court.

Incorporators: Simon Stone, Groton, Thomas Wheeler Stow and Hezekiah Willard, Lancaster. The name Harvard was inserted in the engrossed bill in the handwriting of Josiah Willard, the Secretary of State. This was the custom when neither the Governor nor petitioners had suggested a name for the new town.

SPECIAL THANKS – 2009 ANNUAL TOWN REPORT

Cover Photos courtesy of Lisa Aciukewicz, photographer of the Harvard Press, and residents Tim Firment and Ken Boynton. All photos included in the body of the report are courtesy of Lisa Aciukewicz. The 2009 Town Report has been compiled, formatted and edited by Julie Doucet, Executive Assistant to the Town Administrator and Board of Selectmen.

2009
Annual Reports
of the
Town Officers
of the
Town of Harvard



for the year ending
December 31, 2009

Citizen of Note

Lucy B. Wallace

Conservationist – Planner – Public Official – Volunteer



Lucy Wallace grew up with her three sisters in the New Jersey and Philadelphia area. After graduating magna cum laude from Wheaton College with a degree in Political Science, she and her husband Jim, a software engineer, lived in Korea, Washington DC, and northern California before moving to Harvard in 1979. Together they raised two children, Ben and Katherine, who attended the Harvard Public Schools, and they are now the proud grandparents of two.

It's difficult to think of a time when Lucy wasn't involved in making Harvard a better place: from her earlier years of involvement in school and community when the Wallace children were younger, her many years of employment at the National Fish and Wildlife Foundation, and close to three decades of municipal volunteering. Her commitment and willingness to volunteer was evident from the beginning: after a two-year stint on the Fourth of July Committee, she was appointed an associate member of the Conservation Committee, and quickly – and likely with gracious energy! – volunteered her services as the secretary.

Many know her through her conservation efforts, including five years on the Conservation Committee, her role on the Watt Farm committee, her work in enrolling our orchards in the state's Agricultural Preservation Restriction Program, or her current service as President of the Nashua River Watershed Board of Directors. Others know her as a tireless advocate for housing, as a member and chair of the Harvard Housing Partnership, as the chair of several Selectmen's ad hoc committees for negotiating with developers of 40B projects, or as a former chair and founding trustee of the Municipal Affordable Housing Trust Fund. Still others think of her role in planning: ranging from chairing or serving on the Planning Board (1988-1995), the Town Plan committee (1986), the Town master plan committee (1988, 2002), the Town Center Action Plan (2005), the Devens Reuse planning committee (1993), and several Joint Boards of Selectmen sub-committees. To many she *IS* 'the Harvard Board of Selectmen' serving at well over five-hundred board meetings with her unflappable poise, good humor, and tenacity. Her twenty-five years in Harvard public office are complemented by her service as a member of the Congregational Church, where she's been Moderator and a member of the Deacons and Hospitality committees.

And of course, there's 'Team Wallace,' the most prolific team of apple pie producers in Congregational Church history. How many of us have eaten, unbeknownst, one of her pies at the Apple Blossom festival, or have been driven to an appointment during the Wallace's Harvard Help shift?

In everything she's done, Lucy has set an example. An example of volunteerism, an example of patient, intelligent hard work in the trenches, an example of decency coupled with graciousness and wit. Those examples have in turn inspired many others to serve, and our town has been the beneficiary over and over again.

Lucy has often stated, "Change is constant." Indeed it is, but so will be the positive impact of her service upon the lives she has touched, our sense of loss over her departure from public office, and our gratitude for all she has done in our community over the years.

Lucy, we are proud to name you Citizen of Note for 2009!

*In Loving Memory of Harvard's Friends.,
Families., Officials and Neighbors*

Anne-Marie Arnold

Patricia Mary Chaudhuri

Judith Donovan

Esther E. Fairbanks

George O. Favreau

Rosa J. Gert

Joan M. Greene

Rachel E. Guild

Clayton Lawrence Guyett

Chester Johnson

Paul Vincent Johnston

Florence L. McAnulty

Nina P. Melichova

William F. Norton

Jessica Lynne Peterson

Theodore Ryland Sixer

Beatrice Emma Sturtevant

Nancy Keifer Tripp

Frank Supancic

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ELECTED OFFICIALS

BOARD OF SELECTMEN	<i>(3 years) (5)</i>	MODERATOR	<i>(1 year)</i>
PETER E. WARREN	2012	ROBERT EUBANK	2010
LUCY B. WALLACE	2010		
TIMOTHY A. CLARK	2010		
RONALD V. RICCI	2011	PARK & RECREATION COMM.	<i>(3 years) (5)</i>
MARIE C. SOBALVARRO	2011	MARK MANDOZZI	2012
		JOHN W. LEE JR.	2012
		MARGARET GROGAN	2010
		WILLIAM R. HOGAN	2011
		JAMES F. LEE, Chair	2011
CEMETERY COMMISSIONERS	<i>(3 years) (3)</i>		
WHIT SPRAGUE	2012		
BRUCE R. DOLIMOUNT	2010		
JOHN J. SPERO	2011		
		PLANNING BOARD	<i>(3 years) (5)</i>
COMMUNITY PRESERVATION COMMITTEE		KARA MCGUIRE MINAR	2012
DEBORAH THOMSON	2012	LISA FOX	2011
STEVE ROWSE, Chair	2010	JOE SUDOL, JR., Chair	2010
DONALD BOYCE	2011	WAYNE MCFARLAND	2012
*vacant	2011	CRAIG BARDENHEUER	2011
CHRIS CUTLER, appt. Historical Commission	2012	*vacant, Associate	<i>yearly</i>
JOSEPH SUDOL, appt. Planning Board	2010	Liz Allard, Land Use Administrator	
CHARLIE GORSS, appt. Conservation Comm	2010		
BRUCE NICKERSON, appt. Housing Authority	2010	SCHOOL COMMITTEE	<i>(3 years) (5)</i>
MARGARET GROGRAN, appt. Park & Rec	2010	PATRICIA WENGER	2012
		PIALI DE	2012
CONSTABLE	<i>(3 years)</i>	STUART SKLAR	2010
KERRY CURLEY	2011	KEITH S. CHEVERALLS, Chair	2011
		VIRGINIA JUSTICZ	2011
HARVARD BOARD OF HEALTH	<i>(3 years) (3)</i>	TOWN CLERK	<i>(3 years)</i>
JOHN SPERO	2012	JANET A. VELLANTE	2012
LORIN JOHNSON	2010		
THOMAS C. PHILLIPOU, Chair	2011		
Shanna Large, Administrative Assistant		TREE WARDEN	<i>(1 year)</i>
		CHRISTIAN BILODEAU	2010
HOUSING AUTHORITY	<i>(5 years) (5)</i>	WARNER FREE LECTURE SOC.	<i>(3 years) (6)</i>
SCOTT HAYWARD, state appointee, Chair	2012	THOMAS ACIUKIEWICZ	2010
*vacant	2009	CURTIS HOWES	2012
*vacant	2010	JULIE MOBERLY	2012
BRUCE NICKERSON	2011	PATRICIA JENNINGS	2010
CHRISTOPHER ASHLEY	2012	MARY VESENKA TURNER	2011
		RACHEL OGLESBY	2011
LIBRARY TRUSTEES	<i>(3 years) (6)</i>	WATER COMMISSIONERS	<i>(3 years) (3)</i>
DAVIDA J. BAGETELLE	2012	WALTER "RICK" DICKSON	2011
CHRISTOPHER FRECHETTE	2012	CURTIS WILLIAM HOWES	2010
PETE JACKSON, Chair	2010	JOSHUA GOULD	2012
MARTHA GREEN	2010		
CHARLES KRONAUER	2011		
VIRGINIA F. KENDALL	2011		

* Appointed until 2010 Election

APPOINTED OFFICIALS

ACCESS TO SERVICES LIAISON

DEBORAH KELLER NYGREN

yearly

BOARD OF ASSESSORS

JOSEPH THERIAULT
RICHARD F. MAIORE, chair
DEBRA GEORGE

(3 years) (3)

2012
2010
2011

AGRICULTURAL ADVISORY COMMISSION

FRANKLYN CARLSON, Chair
CANDACE FRAZER
WENDELL WILLARD
SEAN BILODEAU
PETER BASILE
PAM BROWNING, alternate
BILL BARRETT, alternate
AL COMBS, alternate

2012
2012
2010
2011
2011
yearly
yearly
yearly

BURIAL OFFICER

EDWARD DENMARK

yearly

CAPITAL COMMITTEE

THOMAS JEFFERSON, Superintendent
TIM BRAGAN, Town Administrator
LORRAINE LEONARD, Finance Director
GEORGE MCKENNA, Fin Com
VIRGINIA JUSTICZ, School Com
PETER WARREN, Selectmen
DEBBIE RICCI, citizen at large
CINDY RUSSO, citizen at large

(3 years) (8)

2010
2011

AMBULANCE SERVICE *volunteer*

STEVE BECKMAN, Director
MINA RAE BECKMAN
WILL BLACKWELL
ALEX BURNETT
DAVID CLINE
ANN COHEN
ISAAC COHEN
ANDREA D'ERAMO
SEAN DOOCEY
GREGORY HARROD
DERRIN JARVIS
MATT JONES
DEREK JORDAN
LYNNE KENNEFICK
BROCK KENYON
ALLAN KUONG
BEN LANDRY
JOHN MCCLURE
PETER MOBERLY
WILL NOCKA
CAITLIN NYGREN
JOAN OJEMANN
ANDREW PERRY
NELSON PERRY
HARRY POWELL
STEVE POWELL
BILL SPACCIAPOLI
MICHELLE SWEARINGEN
BONNIE SWEENEY
PATRICK SWEENEY
KEEON TABRIZI
LAUREN TOWER
JUSTIN WARREN
ROB WILLIAMS

yearly

COMMUNITY CABLE ACCESS COMMITTEE

(3 years) (7)

*vacant
JONATHAN WILLIAMS
MITCH NORCROSS
RAY DUNN
PAT NATOLI, Chair
JOHN BALL
*vacant, student
*vacant, student
*vacant, alternate

2011
2012
2012
2010
2010
2011
yearly
yearly
yearly

CONSERVATION COMMISSION

*vacant
PAUL WILLARD, Chair
MARGARET (WENDY) SISSON
DONALD RITCHIE
CHARLES GORSS
JANET WALDRON
JAMES BRESLAUER
PATRICK DOHERTY, Associate member
LIZ ALLARD, Conservation Agent

(3 years) (7)

2012
2012
2010
2010
2011
2011
2011

COUNCIL ON AGING

(3 years) (9)

BARBARA KEMP
JANICE GOODELL
WILLIAM MOHN
COLLEEN NIGZUS
CARLENE PHILLIPS

2011
2011
2011
2011
2012

APPOINTED OFFICIALS

COUNCIL ON AGING cont.

SHARON BRIGGS
FRANCES NICKERSON
GINGER QUARLES, Senior Services Director
MARIA HOLLAND, Outreach Coordinator
BILL HERBERT, Program Coordinator

2010

2010

yearly

yearly

CULTURAL COUNCIL

ELSIE SHUTT (2)
KIRSTI GAMMAGE (2)
MARY VESENKA TURNER (2)
RACHEL OGLESBY (2)
LISA DAIGLE (1)
JEAN MCCROSKY (2)
TRUDY LAMBIE (2)
DEBRA VANDERWERF (2)
ARLENE SULLIVAN (1)
*vacant, student

(3 years) (9)

2011

2012

2012

2012

2010

2011

2011

2011

2012

yearly

DEVENS ENTERPRISE COMMISSION

ERIC STOLTZFUS
JAMES DE ZUTTER
RUTH SILMAN, Appeals Designee
vacant, Alternate

2013

2010

yearly

DOG OFFICER

PAUL WILLARD
ANN BAMFORD, assistant
ANN BAMFORD, pound keeper

yearly

EDAT - Economic Development Analysis Team

CARRIE FRASER
BILL JOHNSON, Chair
ELAINE LAZARUS
BRIAN SMITH
RICK MAIORE
MICHELLE CATALINA

2010

ELDERLY & DISABLED TAXATION AID COMMITTEE

VICTORIA SMITH, TREASURER/COLLECTOR
RICHARD MAIORE, CHAIR BD OF ASSESSORS
MARY JO BOYNTON
LAURA ANDREWS
CINDY DUMSER

ELM COMMISSION

CHRISTIAN BILODEAU
DENIS WAGNER
DENNIS COLLINS
MARIO CARDENAS
BILL CALDERWOOD, Chair

(2 years)

2010

2011

2010

2010

2010

EMERGENCY PROGRAM DIRECTOR

ROBERT MIGNARD

yearly

ENERGY ADVISORY COMMITTEE

2010

BRIAN SMITH, Chair
ERIC BROADBENT
DAVID FAY
FORREST HODGKINS
BILL BLACKWELL
RENE ROY

ROBERT VINCI, Associate member
vacant, Associate member
vacant, Associate member
HELEN KILIAN, Student member

FENCE VIEWERS

yearly (3)

ROBERT EUBANK
LEO BLAIR
RANDALL DEAN

FIELD DRIVER

yearly

EDWARD DENMARK

FINANCE COMMITTEE

(3 years) (7)

Appointed by Moderator

BOB THURSTON
LORI GRANVILLE
MARIE FAGAN
STEVE COLWELL
*vacant
JOHN SULLIVAN
GEORGE MCKENNA
PAUL VONLOESECKE, Associate
COLLYN BRADLEY, Associate

2011

2011

2011

2012

2012

2010

2010

yearly

yearly

FINANCE DEPARTMENT

2010

LORRAINE LEONARD, Finance Director, CPO
VICTORIA SMITH, Treasurer/Tax Collector
FRED APONTE, Accounting Officer
LISA PARKER, Finance Assistant
CELIA JORNET, Assistant Assessor

FIRE DEPARTMENT

yearly

ROBERT MIGNARD, Chief
ROBERT MIGNARD, Forest Fire Warden

APPOINTED OFFICIALS

FOURTH OF JULY COMMITTEE

STEVEN MILLER, Chair
 MARY ELLEN MILLER
 IAN MILLER
 PIALI DE
 LORI DANIELLS
 TOM DANIELLS
 DARRELL WICKMAN
 LOUISE PARKER
 GINGER KENDALL
 PAT RIEMITIS
 SHANNON KELLY
 KATHY FARRELL
 STEVE PEISCH
 COLLEEN PEARCE
 BETSY WILLIAMS

HARBORMASTER

BOB O'SHEA

HAZARDOUS WASTE COORDINATOR

ROBERT MIGNARD

HISTORICAL COMMISSION

1st Tuesday, 7:30 PM, Hildreth House
 DOUG COOTS (AIA)
 CHRIS CUTLER (Hist. Society)
 RHONDA SPRAGUE (Bd. Of Realtors)
 ROSEANNE SAALPIELD (ConCom)
 JARED WOLLASTON
 JONATHAN FEIST, Chair (Pl. Bd.)
 EVELYN HOROWITZ, (Hist. Soc.)
 RUDY MINAR, alternate
 JOHN MARTIN, alternate

HOUSING PARTNERSHIP

4th Monday, 7:30 PM, Hildreth House
 *vacant
 *vacant
 CHRIS READY
 *vacant
 *vacant
 *vacant

INSPECTIONAL SERVICES

GABRIEL VELLANTE, Inspector of Buildings/Zoning Officer
 Office hours: Monday 8:30 - 11:00 AM
 ROLAND BERNIER, Alternate Building Inspector
 *vacant, Alternate Zoning Officer
 JAMES BAKUN, Plumbing and Gas Inspector
 ROBERT FRIEDRICH, Alternate Plumbing and Gas Inspector
 DAVID WOODSUM, Wiring Inspector
 PHILIP HORGAN, Alternate Wiring Inspector
 ROBERT MIGNARD, Gas and Fuel Storage Inspector

KEEPER OF THE LOCKUP

EDWARD DENMARK

LAND STEWARDSHIP SUB-COMMITTEE

RON KUSNER	2012
*vacant	2012
WENDY SISSON, ConCom representative	2010
*vacant	2012
*vacant	2010
PAM DURRANT	2011
TONY SHAW	2011

LIBRARY DEPARTMENT

MARY WILSON, Director
 LISA GAGNON, Assistant Director/Reference
 JOANNE WILLIAMSON
 NORA CASCADDEN
 JUDY VENO
 NANETTE MOFFA
 RENEE VOORHEES
 CONSTANCE MCCORMACK
 JENNIFER MACMILLAN
 ABBY KINGSBURY
 SUSAN ANDREWS
 BARBARA RAAB
 AUDREY ALENSON
 JENNIFER DUCKETT
 ELIZABETH FROTHINGHAM
 MARGARET FROTHINGHAM

MART ADVISORY BOARD

BRUCE NICKERSON

MASTER PLAN IMPLEMENTATION COMMITTEE

JOE SUDOL, Planning Board representative
 PAUL WILLARD, Conservation Commission rep
 CHRIS TRACEY, ZBA representative
 LUCY WALLACE, Selectmen representative
 LORIN JOHNSON, Board of Health representative
 TIM CLARK
 AL COMBS

MBTA ADVISORY COMMITTEE

*vacant

MINUTEMAN HOME CARE CORP. REP.

ANNE MARIE ROWSE

APPOINTED OFFICIALS

MONTACHUSETT JOINT TRANSPORTATION COMM.

CRAIG BARDENHEUER., Planning Board Appointee

*vacant, Selectmen's representative

MONTACHUSETTS REGIONAL PLANNING COMM

KARA MINAR, Planning Board Appointee

*vacant, Selectmen. Appointee

MONTACHUSETTS VOC. TECH. REP. (2 years)

SUE TOKAY 2011

MUNICIPAL AFFORDABLE HOUSING TR.

WADE HOLTZMAN 2 years 2011

MORT MILLER 2011

CHRIS READY 2011

SHERLIE LAPIERRE 2010

LUCY WALLACE 2010

BARBARA BRADY 2010

BRUCE NICKERSON 2010

PERSONNEL BOARD

*vacant (3 years) (5) 2009

*vacant, fin com rep. 2009

JEFF SHAW 2010

VICTOR NORMAND, chair 2011

SUSAN NAYLOR, Employee Rep. yearly

POLICE DEPARTMENT

EDWARD DENMARK, Chief and Communications Director

JOHN COATES, Sergeant

JAMES BABU, Sergeant

SUSAN NAYLOR, Administrative Assistant

POLICE OFFICERS

SCOTT HUGHES

JACK IZZO

KIMBERLY MURPHY

GREGORY NEWMAN

WILLIAM CASTRO

DANIELLE FORTUNADO

RESERVE POLICE OFFICERS

JOHN DRISTILARIS

NATHAN BOWOLICK

DISPATCHERS/SPO

PATRICIA NATOLI

PARTICIA ROUVEL

ANDREW PERRY

GORDON HAMEL

TIMOTHY GUILD, Reserve

PUBLIC WORKS DEPARTMENT

RICHARD NOTA, Director

RONALD GILBERT, Foreman 2010

EUGENIO VAZQUES, Mechanic

JAMES BURRINGTON

JOSEPH CANOLE

WILLIAM CARD

BENJAMIN GILBERT

ROBERT MELVIN

ERIC MARTINEAU

JEFFREY GRECO

LARRY ALLARD

ANTHONY COLELLA, Transfer Station

JAMES HOLMES, Transfer Station

REGISTRARS OF VOTERS

MICHELLE CATALINA (3 years) (4)

JANET VELLANTE, clerk 2012

MICHELLE CATALINA 2012

RUTH MILLER 2010

MARYLIN MORGAN 2011

SELECTMEN'S OFFICE

TIMOTHY BRAGAN, Town Administrator 2009

JULIE DOUCET, Executive Assistant yearly

TOWN CENTER PLANNING COMMITTEE

appointed by the Planning Board

TIM CLARK, Selectmen

LUCY WALLACE, Selectmen

PAUL WILLARD, Conservation Commission

THOMAS PHILLIPOU, Board of Health

DOUG COOTS, Historical Commission

DAVE SWAIN, Water Commission

BILL MOHN, Council on Aging

CARLENE PHILLIPS

TAMMY ENDICOTT

SUSAN BARBER

BILLY SALTER

GLENN FREDERICK, Unitarian Church

JOE GAFFNEY, St. Theresa's Church

CHRIS ASHLEY, Congregational Church

BETSY WILLIAMS

TOWN CENTER SEWER BUILDING COMM.

CHRIS ASHLEY, Chair

JOSEPH BIBBO

CHRISTOPHER PERIERA

WADE HOLTZMANN

TIM CLARK, Selectmen liaison

2010

APPOINTED OFFICIALS

TOWN CENTER WASTEWATER POLICY COMM. 2010

SCOTT HAYWARD
MARIE FAGAN
WILLIAM SALTER
LAURANCE YAHIA
PATRICIA JENNINGS
SHARON MCCARTHY

TOWN COUNSEL

MARK LANZA

TOWN CUSTODIAN

ED STOFFEL

yearly

TRAFFIC SAFETY ADVISORY COMMITTEE

RICH NOTA, DPW Director
ED DENMARK, Police Chief
TIM BRAGAN, Town Administrator

yearly

yearly

TRANSFER STATION COMMITTEE

(yearly) (5)

2nd Monday, 7:30 PM, (Jan, Apr, Jul, Oct), Hildreth House

CHRIS RYAN, chair

*vacant

PATRICIA HORNIDGE-KING

ROBERT HEWSON

*vacant

VETERANS' SERVICES AGENT

DENNIS LYDDY

yearly

ZONING BOARD OF APPEALS

2nd & 4th Wednesdays, TH meeting room

CHRISTOPHER TRACEY

ROBERT CAPOBIANCO

STEVE MOESER

(3 years) (3)

by appointment

2009

2010

2011

Associates

TED MAXANT

ORVILLE DODSON

*vacant

(yearly) (3)

LIZ ALLARD, Land Use Administrator

GENERAL GOVERNMENT

*Selectmen, Zoning Board of Appeals, Board of Assessors, Planning Board,
Municipal Affordable Housing Trust,
Community Preservation Committee, Community Cable Access Committee,
Energy Advisory Committee, Devens Enterprise Commission*

> > > BOARD OF SELECTMEN < < <

Voters at the spring town elections re-elected Peter Warren to the full three year term. In December, voters elected Marie Sobalvarro to fill the remaining 17 months of the vacancy created by the resignation of Leo Blair. At its annual organizational meeting, the Board elected Ron Ricci chair, Lucy Wallace vice-chair and Tim Clark clerk.

Board Goals

At its annual strategic planning session in June 2009, the Board discussed the major operational and organizational issues before the Board in the coming year. Topics included:

1. Municipal Buildings and Town Center:
 - a. Develop a plan for the use of Town owned buildings along with the article(s) necessary to be acted on by Town Meeting to begin implementing the plan.
 - b. Develop a plan to improve parking and pedestrian access in the Town Center area.
 - c. Develop possible use/reuse of non-municipal buildings/properties within the general town center area.
2. Devens/JBOS:
 - a. Seek opportunities for shared resources and service delivery.
 - b. Develop working economic model of revenues and expenses relative to managing Devens and impact on/opportunities for Harvard.
3. Commercial Development:
 - a. Develop a plan to optimize the commercial area on Ayer Road.(EDAT)
4. Fiscal/Personnel:
 - a. Develop a strategy and complete a total compensation matrix for all town employees
 - b. Resolve the health insurance question (stay with current provider, change groups or move to GIC) as part of total compensation package.
5. Miscellaneous:
 - a. Strive to improve communication at all levels of the organization.
 - b. Implement a document management plan for all town hall that uses electronic storage and improves access to public documents created and received.
 - c. Improve the processing of financial transactions to allow easier analysis by anyone authorized to view them.
6. Operational Issues:
 - a. Establish a Harvard Development Authority and eliminate the HHA.

Fiscal Year 10 Budget

In January, the town was notified of a possible \$350,000 of reductions in local aid. The Board of Selectmen with support from the School Committee and Finance Committee instituted a series of budget cuts and cost savings to trim the entire budget by the amount of the expected cut. The actual amount of the reductions was less than originally estimated but the cuts and saving were maintained to keep the town in the best possible fiscal position and avoid burdening taxpayers in these difficult economic times.

Health insurance costs are increasing much more rapidly than the ability to pay for them. This affects both the town and our employees. In October, the Board of Selectmen approved an initiative by Town Administrator Tim Bragan to address the ever increasing cost of health insurance. A committee consisting of Selectman Ron Ricci, Town Administrator Tim Bragan, Finance Director Lorraine Leonard, School Committee member Stu Sklar, and School Superintendent Tom Jefferson have been meeting with representatives from all town employee unions to jointly craft a health insurance plan that provides high quality health care and averts future cost increases to both the town and our valued employees.

Public Safety

Assuring adequate public safety is one of the Board's primary responsibilities. This is the first full year of billing insurance companies for ambulance services. In 2009 over \$94,253.36 in payments were received. These funds are placed in a separate account used solely to operate the Ambulance Squad.

As a result of difficulties experienced in being able to communicate with residents during the 2008 ice storm, the Board of Selectmen requested and received Town meeting approval to fund an emergency notification system. Connect-CTY was selected which will allow not only allow for emergency services personnel to make town-wide telephone calls to all Harvard land-line phones but will allow residents to register to receive notifications on their cell phones, office phones and via email or text message.

Affordable Housing

Last year, Lou Russo submitted an application to the State to help fund a proposed all-rental all-affordable 42-unit senior housing project to be located on Ayer Road behind Dunkin Donuts. As of the end of this year, the funding application was still pending. Concurrently, the Board of Selectmen requested the Planning Board update the town's Affordable Housing Production Plan. Action on the funding request and submission of the plan should occur in January 2010. If the housing project proceeds, it will meet the requirements of production plan both giving town a two year reprieve from unwanted 40B developments and satisfying the need for senior affordable rental housing in the region.

The Town Center

Annual Town Meeting approved implementation of a proposed Town Center Sewer and request for a Home Rule petition for a Town Center Sewer district. The Board of Selectmen appointed a Town Center Sewer Building Committee which is chaired by Chris Ashley. This

committee has the engineering work on the system well underway. The Home Rule Petition is working its way through the legislative process. The Selectmen also appointed a Town Center Sewer Policy Committee to propose rules and regulations for the Sewer District. A member of the Board of Water Commissioners was also assigned as liaison.

The Selectmen created a Town Center Building Use Sub-Committee consisting of Selectmen Lucy Wallace and Peter Warren with additional members from the community. The sub-committee is charged with developing an actionable plan for the use, re-use and disposition as applicable for these buildings. The goal of the Selectmen is to present a comprehensive plan that addresses the re-use of the Old Library for the May 2010 Annual Town Meeting.

Devens and the Joint Boards of Selectmen

After considerable work by the Vicksburg Square Sub-committee of the Joint Boards of Selectmen (members from towns of Ayer, Harvard and Shirley and community of Devens) a Super Town Meeting was held in June to approve Devens zoning and re-use plan amendments to allow for mixed use development of Vicksburg Square as proposed by MassDevelopment. The measure passed in Harvard and Shirley but failed to pass in Ayer. MassDevelopment had hoped to get the necessary zoning changes and then attract developer proposals to re-develop Vicksburg Square. Toward the end of the year, MassDevelopment issued a request for information from developers to solicit possible redevelopment ideas. A developer would then be selected who would prepare a redevelopment plan and get the necessary approvals from the three towns. As of the end of this year, three proposals had been received and were being evaluated.

Liquor Licensing

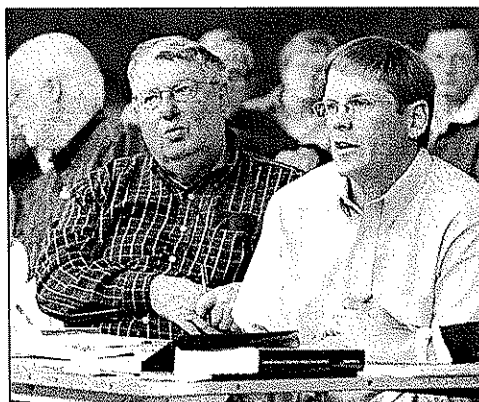
Annual Town Meeting approved a Home Rule Petition to request authorization to allow the Board of Selectmen to issue up to three licenses for sale of Wine and Malt Beverages by up to three locations for consumption off-premises. This was approved by the Legislature and signed by the Governor. In December, two applicants applied for licenses and the Board of Selectmen began hearings on the applications.

Respectfully submitted,

Ronald V. Ricci, Chair
Timothy Clark

Lucy Wallace, Vice Chair
Peter Warren

Marie Sobalvarro



Selectmen Peter Warren & Tim Clark



➤ ➤ ➤ **ZONING BOARD OF APPEALS** < < <

In 2009 the Harvard Zoning Board of Appeals focused on updating the Zoning Board of Appeals Application, the associated regulations, known as Chapter 135 of the Code of the Town of Harvard and created a new Chapter, 136, which implements a codified set of regulations for applying for a Comprehensive Permit in the Town of Harvard. Changes to the application included an increase in the fee when applying for a Comprehensive Permit, as well requiring the applicant to be responsible for paying the fees attending legal notices that are required by law to be published in the local newspaper. A majority of the changes made to Chapter 135 were administrative, as some of the information had become outdated. The Board spent much of the summer reviewing the Final Plans for the Comprehensive Permit issued to Massachusetts Housing Opportunities Corporation. Its project on Littleton Road will consist of twelve (12) townhouse style units; including three (3) affordable units. Construction started in October 2009.

The Board held ten (10) meetings during 2009. The Board had four (4) Special Permit applications, one (1) Variance application and two (2) Requests to renew a Special Permit application. All four (4) of the Special Permits were granted. The Variance was withdrawn without prejudice and both request for renewal were granted.

The Board's membership remained unchanged in 2009. Christopher Tracey once again served as the Chairman, while Steve Moeser served another year as the Vice Chair, and member Robert Capobianco position remained unchanged. Land Use Administrator Liz Allard served as the Clerk. Associate Members Theodore Maxant and Orville Dodson continue to serve as well. The vacancy on the Board created when Associate Member, Joseph Sudol, left to become a member of the Planning Board remained unfilled in 2009.

The Board typically meets on the second Wednesday of the month. Anyone seeking to make application to the Board or wanting to attend a meeting should check with the ZBA office to confirm the schedule. The Board typically sets aside the fourth Wednesday of the month to hear Comprehensive Permit applications. Again, it is suggested that anyone wishing to attend a meeting call the ZBA office to confirm the date.

The ZBA office is on the second floor of Town Hall, 13 Ayer Road. Our telephone number is 978-456-4106. You may also email us at: lallard@harvard.ma.us

Respectfully submitted,

Christopher Tracey, Chair

Theodore Maxant, Associate

Liz Allard, Land Use Administrator

Steven Moeser, Vice Chair

Orville Dodson, Associate

Robert Capobianco, Esq.



> > > BOARD OF ASSESSORS < < <



Fiscal 2010 is an interim year and values were adjusted as a reflection of the current market trends. We appreciate the citizens who give us access to their homes as the department always strives to keep the assessing records current and accurate. We had a change in personnel in the Assessing Department last year. Beginning in July 2009, RRG Systems was hired as a contractor to perform the function of the Principal Assessor. Celia Jornet, the Assistant Assessor, continues to serve the public. As always, any concerns or questions regarding your assessments should be addressed to the Assessing Department at 978-456-4100x15 or by contacting the Assistant Assessor, Celia Jornet, at cjornet@harvard.ma.us.

New values and growth were certified by the Department of Revenue on November 24th, 2008. The tax rate of \$14.33 was certified on December 17th, 2009

<u>Fiscal Year</u>	<u>Assessed Value</u>	<u>Tax Levy</u>	<u>Tax Rate</u>
2006	1,187,770,232	12,934,817.83	10.89
2007	1,184,542,305	13,764,381.58	11.62
2008	1,192,556,890	15,121,621.37	12.68
2009	1,182,225,622	15,877,290.10	13.43
2010	1,138,995,512	16,321,805.69	14.33

Tax Rate as expressed per \$1,000 of valuation

Valuation of Property by Class:

Property Class	FY09	FY10
Residential	1,128,857,884	1,086,713,988
Commercial	36,493,416	34,767,212
Industrial	2,376,000	2,353,400
Personal Property	14,498,322	15,160,912

Assessment/Classification Report FY10

Property Type	Parcel Count	Value
Single Family 101	1,655	985,047,100
Condominium 102	109	24,848,800
Miscellaneous 103& 109	28	21,350,100
Two Family 104	28	17,731,800
Three Family 105	2	2,502,600
Four to Eight Units 111-125	4	4,277,700
Vacant Land 130-132 & 106	276	28,977,000
Commercial 300-393	62	30,833,300
Industrial 400-452	15	2,353,400

Chapter 61 Land	36	61,600
Chapter 61A Land	40	640,300
Chapter 61B Land	10	1,756,900
Mixed Use 012-043	81	3,817,700
Personal Property	206	14,498,322

Respectfully Submitted,

Richard F. Maiore, Chair

Joseph R. T. Theriault

Debra M. George



➤ ➤ ➤ **PLANNING BOARD** < < <

There was no significant increase in the number of applications the Planning Board received in 2009 compared to 2008. The type of applications received continued to be more diversified, and sometimes controversial, requiring more lengthy hearings to render decisions. In addition to the normal Planning Board protective bylaw responsibilities, clarifying procedural matters and working on implementation of the Town's Master Plan, the board has continued to be concerned with the issue of affordable housing in Harvard. In 2009, the Board undertook the significant task of updating the Town's affordable housing plan.

The continued slowdown in the real estate sector was evident by the low number of ANR ("Approval No Required"), Special Permits and Scenic Road Consent applications in 2009.

There were only five (5) Special Permit applications in 2009, one of which, a senior housing project on Ayer Road, received an unusual amount of public input. This application resulted in extended public hearings and required extensive reviews before rendering a decision. The Board received only two (2) Scenic Road Consent applications in 2009, fewer than in past years and consistent with the downturn in the real estate sector. Similarly there were only three (3) ANR applications submitted in 2009.

One of the ongoing responsibilities of the Board is to offer input to other Town Boards/Commissions, i.e., the Zoning Board of Appeals (ZBA), Conservation Commission and the Zoning Enforcement Officer regarding applications/request for permits which come before these boards/commission. During 2009 the Board provided input on six (6) such applications.

At the 2009 Annual Town Meeting the Board presented four (4) warrant articles for proposed amendments to the Code of the Town of Harvard, Chapter 125 "The Protective Bylaw" and the Code of the Town of Harvard. Those amendments included revisions to §125-2 Definitions – Structures, §125-20E Drive-Throughs, §125-39B Site Standards - Layout, and §125-53 Wind Energy Conversion System Overlay District. All the articles, except §125-39B Site Standards – Layout, which clarified standard for driveway site distances, were rejected by the Town Meeting.

The composition of the Board experienced significant changes in 2009 with the resignation of two members, Peter Brooks and Barbara Brady, a long time member of the Board. Joining the Board were Wayne McFarland and Lisa Fox, an Associate member, to fill the vacancies as full members until the next town election. The Board voted Joseph Sudol to continue as Chair and Lisa Fox as Clerk.

The Board is represented on several other boards and committees within Town, some of which are directly responsible to the Board. Joseph Sudol continued as the Board's representative on the Community Preservation Act Committee, on the Master Plan Implementation Committee as Chair and on the Joint Boards of Selectmen subcommittee on the development of Vicksburg Square at Devens. Kara McGuire Minar continued to represent the Town on the Montachusett Regional Planning Commission. Craig Bardenheuer was appointed to represent the Board on the Montachusett Joint Transportation Committee.

By State law mandate, the Board is charged with the ongoing responsibility for long range planning and administration. In fulfilling this mandate, the Board continues to review the Zoning and Subdivision Rules and Regulations to ensure that they are consistent with practice, as well as clear to applicants. In 2009, the Board's comprehensive Procedural Rules and Regulations were approved and designated Chapter 133, which is now available for use by applicants and as a guide for newly elected or appointed members to the Board.

Having an affordable housing plan approved by the MA Department of Housing and Community Development (DHCD) is a critical component of the Town's ability to attain "safe harbor" status from undesirable 40B development as well as providing a viable strategy in addressing the Town's affordable housing needs while maintaining control of housing development. Updating the Affordable Housing Plan also provided an opportunity to implement recommendations outlined in the Town's Master Plan for development of an affordable housing strategy. The Master Plan Implementation Committee, a subcommittee of the Planning Board, and the Harvard Municipal Affordable Housing Trust Fund (MAHTF) became major contributors in the effort to update the Affordable Housing Plan. An updated Plan is scheduled for submittal to DHCD in January 2010.

The Board typically meets the first and third Monday of the month at the Harvard Town Hall. It may be reached in its office on the second floor of Town Hall, at 13 Ayer Road, or by calling 978-456-4106 box #2, or emailing lallard@harvard.ma.us Office hours are Monday – Thursday 8:30am-4:00pm.

Respectfully submitted,

Joseph Sudol, Chair
Wayne McFarland

Craig Bardenheuer
Kara McGuire Minar

Lisa Fox, Clerk



➤ ➤ ➤ MUNICIPAL AFFORDABLE HOUSING TRUST ◀ ◀ ◀

The Harvard Municipal affordable housing trust is a quasi-municipal agency dedicated to facilitating and enabling the development of affordable housing in the Town of Harvard. Its mission is to help the Town meet the housing needs of the community in ways that do not burden the Town but rather help to strengthen and maintain the Town's rural and historic character. In the past year the Trust has considered several proposals to subsidize affordable housing projects.

We have approved, with conditions, one proposal for a \$200,000 grant to assist in the construction of a 42 unit rental apartment building for the elderly on Ayer Rd near Rte 2. This facility will help to meet local as well as regional needs for affordable housing. It has been approved by the Harvard Board of Selectman, Planning Board and the State Division of Housing and Community Development. This project, though not permitted under Chapter 40B,, will provide 42 units towards our state subsidized housing inventory and, thereby count towards our State mandated goal ten percent of our town housing stock being affordable. Since the 42 units exceed the 2010 and 2011 goals set out in the Town's affordable housing plan we qualify for a provision of the law which protects us from "unfriendly" 40B's for two years from the date of issue of a building permit, which is expected to be in 2010.

In addition, the Trust applied for \$250,000 in Community Preservation Act funds in an effort to build its available funding for future housing opportunities. At the recommendation of the Community Preservation Committee, the 2009 Annual Town Meeting awarded the Trust \$100,000. The Trust also received \$15,000 from the sale of 3 market rate units in the Trail Ridge development to be applied to development of affordable housing in Harvard. The Trust expects eventually to receive \$195,000 from this project.

With input from the Trust, the Planning Board undertook updating the town's Strategic Affordable Housing Plan due for submission to the Department of Housing and Community Development in January 2010.

Respectfully submitted,

Mort Miller, Chair
Bruce Nickerson
Lucy Wallace

Wade Holtzman, Vice-Chair
Barbara Brady

Sherlie LaPierre
Chris Ready



➤ ➤ ➤ COMMUNITY PRESERVATION COMMITTEE ◀ ◀ ◀

With the establishment of the Community Preservation Act in 2000, the Commonwealth established a trust fund that would match up to 100% of dollars collected via a property tax surcharge of 3% or less by towns which adopted the terms of the act. The funds can only be used for acquisition of Open Space and Recreation assets, development of Affordable

Community Housing, and Historic Preservation initiatives, with a minimum of 10% of each year's new funds going to each of the three areas. The Town of Harvard adopted the Act provisions in 2001, voting a local property tax surcharge of 1.1%.

Since its inception through the end of fiscal 2011, Harvard's Community Preservation Committee (CPC) estimates that \$2.42 million will have been raised, including \$1.44 million raised locally by the 1.1% surcharge. This past year, the state match rate shrunk to 35%, and is projected to drop further to 30%, as the flow of cash into the state trust fund remains weak, and as those reduced funds are shared by more and more towns across the Commonwealth which have adopted the Act. The Community Preservation Coalition, an advocacy group for Community Preservation efforts across Massachusetts, has led the charge for passage of Senate Bill 90, which will guarantee a minimum of 75% matching funds going forward; members of Harvard's CPC have participated in hearings and other efforts to urge passage of SB90. As of this writing, the bill has advanced to the House Ways & Means Committee, which expects to review the bill in 2010.

At the last eight Annual Town Meetings, the voters have approved just over \$2 million in spending. Approximately \$80,000 of the appropriated funds that were not needed or that had passed a sunset date have been returned and \$16,000 of interest has been earned over the years. CPA fund reserves, the town's preservation "savings accounts," show a projected balance of just under \$163,000 at end of FY10.

Activities of the Community Preservation Committee

Town Meeting 2009 voted to approve \$358,867 for all of the projects and transfers that were recommended by the CPC.

The approved projects were:

- \$100,000 to the Municipal Affordable Housing Trust Fund
- \$100,000 to the Conservation Fund
- \$119,100 to the Pond Committee for Stormwater Management
- \$7,500 to the Historic Commission for Historic District signage
- \$23,211 to the Historic Reserve account to satisfy the 10% minimum
- \$6,556 transfer to the Housing Reserve Account

The CPC adopted newly drafted Policies and Procedures in early 2009. In the summer and fall, CPC undertook a formal update of the "Preservation Goals and Needs Assessment" document which serves as a broad strategic plan for preservation initiatives. CPC encouraged, and received input, into the updated "Goals and Needs" from many town boards and organizations, both public and private. Both of these documents can be found at the CPC's page on the town website.

There were several changes to the CPC's membership. Mark Cooper, former chairman and appointed representative from the Housing Authority, was replaced by Bruce Nickerson. Charlie Gorss replaced George Watkins as the Conservation Commission's representative.

Elected member Philip Crosby resigned; the remaining one year of that term will be filled at the town elections in spring of 2010.

FY2010 Applications

The committee received nine applications for consideration for a combined total of over \$840,000. Total available funds, including reserves, are projected at \$385,000. This is the fourth consecutive year that funding requests exceed the amount available to spend. It is clear to the CPC that available funds will continue to be insufficient to meet the on-going requests with the state match decrease unless the 1.1% surcharge is increased. In addition, Harvard will continue to forfeit the potential for additional matching state funds that are available only to towns which have approved the maximum 3% surcharge; while the formula is complex, the average "bonus" paid to towns which have adopted a 3% surcharge is 20% more than their "base" match.

The complete list of applications received is as follows:

- \$5,655 to develop an historic preservation plan for the grave markers in Shaker cemetery
- \$15,000 to preserve Fruitlands' historic documents
- \$12,000 to replace the weed harvester's engine
- \$5,000 to update the ecological inventory of Fruitlands' open space and recreation area.
- \$57,000 to preserve the town's historic documents dating back to 1732.
- \$100,000 for restoration of the exterior of the Congregational Church
- \$200,000 for restoration of the exterior of Town Hall
- \$250,000 transfer to the Municipal Affordable Housing Trust Fund
- \$200,000 transfer to the Conservation Fund

The recommendations of the CPC are found in the 2010 Annual Town Meeting Finance Committee Report, Recommendations, and Warrant Articles. If all recommendations are approved by Town Meeting, the remaining fund balance will total just over \$90,000.

Respectfully submitted,

Steve Rowse, Chairman and Treasurer
Deborah Thomson, Secretary
Charlie Gorss, Conservation Commission
Bruce Nickerson, Housing Authority

Donald Boyce, Vice-Chair
Margaret Grogan, Park & Recreation
Joe Sudol, Planning Board
Chris Cutler, Historical Commission



➤ ➤ ➤ CABLE ADVISORY COMMITTEE < < <

The Cable Advisory Committee has been busy throughout the course of the year with its immediate responsibilities of recording the Selectmen's Meeting, School Committee Meetings, Graduation and other meetings or events as called upon to do so. After working on one of our long-term objectives to find a home for the committee and equipment, we were given the lower rooms of the Old Public library.

The other long-term objective was to hire a Community Television Coordinator. That person will start working in February 2010. This position requires a broad experience in all areas of television production and post-production including being familiar with single-camera and multi-camera style production methods and the use of robotic cameras and expertise with non-linear video editing. Additionally, the candidate will be expected to train volunteers and students, in computer/video production courses. And must have experience in youth training and supervision environment. The coordinator will also be responsible for the day- to-day studio operations related to the production and broadcast of programming on the Town's PEG Access Channels. This individual will also be responsible for the clerical duties as assigned by the Cable Access Committee.



The committee has been very lucky to have Bromfield Students the last couple of years who have assisted in the filming. Last year we had Arjuna Hayes and Dylan Winters who in turned trained this year seniors Casey Clark and Andrew Ojemann.

Special thanks go out to Brint Ferguson and Jackie Normand who continues to support the committee with filming, and programming.

The committee uses Channel 12 & 13 to provide programming to the residents with live programs from four locations. We can be reached through the Selectmen's Office or email at channel12@harvard.ma.us.

The Committee will continue to agitate for the best possible service available for Harvard cable consumers.

Respectfully Submitted,

Patricia C. Natoli, Chairman
Mitch Norcross, Recording Secretary
John Ball

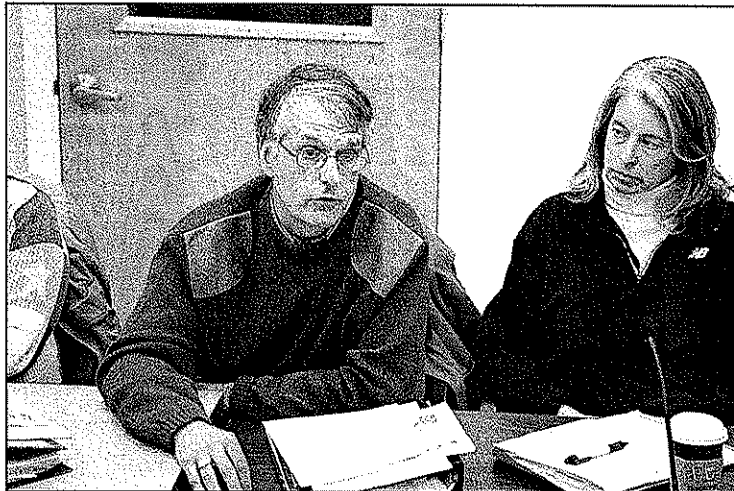
Jonathan Williams, Vice Chairman
Ray Dunn
Robert Fernandez



TRI-BOARD MEETINGS



Finance Committee member George McKenna



School Committee members Keith Cheveralls & Patty Wenger



Selectmen Ronald Ricci

➤ ➤ ➤ HARVARD ENERGY ADVISORY COMMITTEE < < <

The Harvard Energy Advisory Committee (HEAC) completed their first full year of operation in 2009. The current challenging economic environment requires that we look for every opportunity to reduce energy costs and maximize the impact of every tax dollar.

The purpose of the committee is to advise town officials on energy related issues improve energy efficiency and improve energy-use practices with the overall goal of reducing Town energy consumption and costs.

The initial efforts to audit Town buildings and track the baseline energy data are complete. The opportunities to reduce energy use are identified and the projects defined. We are looking at all types of projects such as conservation, energy efficiency, behavior/use, facility upgrades and renewables. We are investigating alternate funding sources, such as utility incentives and state grants, to implement projects with a minimum of Town tax dollars.

Highlights in 2009 include:

- Baseline Town Energy Data – The effort to document and track Town energy use was continued and another year of energy data was compiled. The total Town energy usage and costs for electricity, heating oil and natural gas for the twelve largest buildings are summarized below:

	FY07	FY08	FY09
Total Energy Use, MBTUs	18,699	19,106	17,684
Energy Use per square foot, BTU/ft ²	55,434	56,643	52,425
Overall Energy Cost, \$	\$356,266	\$585,242	\$491,380

This baseline information is critical to target our efforts and determine potential cost savings, justify proposed projects and track their benefits. It also provides important operating cost data to town boards making decisions regarding the future of town buildings.

- Building Audits – As part of the National Grid Whole Building Assessment program for the schools and a Department of Energy Resources (DOER) grant, all of the major Town buildings had professional audits completed. The major Town buildings are Bromfield school, Elementary school, New Library, Police/Ambulance Station, DPW, Town Hall, Center Fire station and the Old Library.
- Energy Retrofit Projects – The lighting at the Bromfield School and Harvard Elementary School has been upgraded to more energy efficient lamps, ballasts and fixtures. National Grid paid for 60%-70% of the costs for these upgrades.
- Support on Energy Related Issues – HEAC provided extensive support for the effort to convert the HES heating system to natural gas to achieve an estimated savings of \$10,000 per year.

- Behavior/Use - We worked with National Grid to implement the Power to Save campaign at the Harvard Elementary School for energy efficiency education, energy use awareness and outreach. We are working on establishing Town guidelines on energy use to influence behavior.
- Grant applications – HEAC applied for an EECBG grant for funds to apply toward the mechanical upgrades at the schools.
- Green Communities - HEAC applied for and was awarded consulting assistance to evaluate the Green Communities program “Green Communities” designation. This effort will be completed in 2010.
- Solar Panels for School – Due to the elimination of the Clean Energy Choice program, HEAC applied for matching funds provided by the Massachusetts Renewable Energy Trust to install solar panels on the Bromfield school. The project proposed is to install a 5.3 kW Photovoltaic (PV) system in summer 2010. The cost will be paid using \$35,707 in matching funds and a \$14,045 Commonwealth Solar rebate to achieve a \$1,078 estimated annual savings.

HEAC has set a goal to reduce Town energy use (BTU/square foot) by 3% annually using a FY08 baseline. This will require the continued cooperation of all Town employees, Board members and volunteers to make it happen.

We appreciate the efforts in 2009 of Town employees, Boards and all volunteers that have cooperated with us to provide the necessary information, guidance and funding authorization to implement recommended projects and perform our work. We are always looking for new members to assist in the many ongoing initiatives and can be contacted at HEAC@googlegroups.com.

Respectfully submitted,

Brian Smith, Chair
Forrest Hodgkins

Bill Blackwell
Rene Roy

Eric Broadbent
Bob Vinci (support member)

David Fay

> > > DEVENS ENTERPRISE COMMISSION < < <

The Devens Enterprise Commission (DEC) is a regulatory and permit-granting authority for the Devens Development Project. It is empowered to act as a local planning board, conservation commission, board of health, zoning board of appeals, historic district commission and, in certain instances, as a board of selectmen. It carries out these duties in the context of a unique and innovative one-stop or unified permitting system, which greatly streamlines the local regulatory process. The DEC consists of 12 gubernatorial appointees, six (6) of whom are nominated by the host communities of Ayer, Harvard and Shirley. Each host community and the governor also nominate an alternate member. The Commission began operating on June 22, 1995. DEC Commission members currently include Jim DeZutter (Harvard), William Marshall (Chairman), Paul Routhier (Regional), Marty Poutry (Ayer), William Castro (Shirley), Eric

Stoltzfus (Harvard), Armen Demerjian(Regional), John Oelfke (Shirley), Melissa Fetterhoff (Regional), and Dix Davis (Regional) and Russ Smith (Ayer Alternate). Eric Stoltzfus began the year as the Harvard alternate before becoming a full Commissioner, filling the vacancy left by John Knowles. Ms. Fetterhoff was appointed as an alternate for Shirley before becoming a regional Commissioner. The Harvard, Shirley and regional alternate spots are vacant at this time. One of the Ayer slots and a regional position are currently open as well. During 2009 Ed Hamilton (Ayer), John Knowles (Harvard), Paul Von Loesecke (Regional and long serving Vice Chair) and Lisa McLaughlin (Regional) all stepped down from the Commission. The Commission wishes to recognize and thank our retired Commissioners for their many years of service on behalf of the Commonwealth. Former Harvard alternate Commissioner Paul "PJ" Johnston passed away in late November. Prior to his passing, the DEC recognized and acknowledged PJ's long years of service on behalf of the Commission and the community of Harvard. PJ will be missed by all.

DEC staff includes Director/Land Use Administrator Peter C. Lowitt, AICP, Environmental Planner Neil Angus, AICP/LEED AP, Administrative Assistant Mary Quinn, plus a number of consultants. Consultant building related inspectional services are provided by Gabe Vellante, Wellman Parker and Bob Friedrich. The Vellante team successfully renewed their three year contract with the Commission by responding to a Request for Proposals issued by the Commission over the summer. Our legal and engineering assistance are covered by contractual relationships with as well. Stantec, a diversified planning, architectural and engineering firm; provided Development Review Services for the DEC until November when the BSC Group was selected to provide ongoing Development Review Services on behalf of the Commission. Edith Netter & Associates continues in the Commission's legal advisor role.

The DEC provides funding to the Devens Eco Efficiency Center, whose Director, Ms. Dona Neely continues her award winning work of advancing the environmental branding and achievement program known as EcoStar which embodies the DEC's commitment to sustainable development. Mr. Angus sits on the Education Committee of the Massachusetts Chapter of the US Green Building Council and recently completed the Massachusetts Association of Conservation Commissions Fundamental Training Certificate program. Mr. Lowitt, AICP serves as past president of the Massachusetts Chapter of the American Planning Association and continues to serve on the boards of the Eco Industrial Development Council, The American Planning Association's Chapter President's Council and became immediate past chairman of the Green Roofs for Healthy Cities, the North American Green Roof Trade Association in June, 2009.

HIGHLIGHTS 2009

Projects:

2009 saw Devens Development, LLC coming in with major plans to add a new hotel to their complex at Devens Common and commencing with the next phase of this project. The unified permit was issued to allow construction of a new 118-room Hilton Garden Inn hotel and restaurant. As part of this project, over 70,000 cubic yards of earth were removed from the site as part of the approved soil management plan and used to provide additional support and

stabilization to the base of rapid infiltration beds at the Devens wastewater treatment plant on the North Post. Then the reality of the economic recession hit and brought the project to a halt with the elevator shaft standing guard over the construction site until the project started up again in early December, 2009. Devens Recycling Center submitted an application for a modification to their current site assignment to permit the facility to receive municipal solid waste in addition to its current permit which allows for the reuse and disposal of construction and demolition debris. A hearing was held in March 2009 and the amended site assignment was granted with conditions.

2009 also saw the groundbreaking for a new Armed Forces Reserve Training Center complex on Barnum Road. This facility will house the Massachusetts Army National Guard and the US Army. Although under federal jurisdiction, the Army agreed to comply with the DEC Bylaws and Rules and Regulations. As the project is within a Zone 2 Water Resources Protection District with Devens and Ayer water supplies at the adjacent Grove Pond, protection of local ground water resources has been and continues to be a key planning and regulatory issue throughout this process. The collaboration between the US Army and Massachusetts Army National Guard, the communities' of Ayer and Devens along with Mass DEP and EPA has resulted in numerous design considerations being implemented to protect our water supplies. In addition, with the US Army's new "green" initiative, two of the new buildings have been designed to meet the US Green Building Council's (USGBC) LEED-certification program requirements for high performance/energy efficient buildings.

Transitions Housing for women, a 12 unit apartment facility located to the south of Cavite Road was approved for construction and as the year ends, the building envelope is almost fully enclosed, with interior fit up to begin shortly. This facility was also designed and is being constructed to meet USGBC LEED certification standards. Various utility upgrades were permitted over the course of the year, including a new electric substation at Cavite and Saratoga to better serve the Barnum Road and West Rail Industrial Park, as well as drinking water well upgrades for Shebokin and MacPherson wells. Wetland Orders of Conditions were issued for a number of these projects due to all or a portion of the construction activity occurring within 100 feet of wetlands. The DEC also permitted and MassDevelopment completed construction of the golf cart tunnel under Patton Road - eliminating the unsafe at-grade crossing on this busy truck route. Additional utility and road work along Barnum and Patton Road that was permitted in 2008 was also completed this summer. DEC staffs have, and continue to, monitor all of these projects to ensure compliance with their approvals.

The Bristol-Myers Squibb and Evergreen Solar projects continued to consume staff time as well, as much effort was expended ensuring development proceeded in accordance with their approvals. In March, 2009 the DEC received complaints about possible violations of its industrial performance standards for noise. The DEC investigated and found Evergreen Solar in violation of its Regulations. With input from the impacted neighbors and the Town of Harvard's elected officials a Noise Resolution was adopted by the DEC which set forth a path for Evergreen Solar to follow to bring their facility into compliance with DEC Regulations and the Noise Resolution. By late fall this data driven effort showed the facility to be in compliance with the DEC Industrial Performance Standards for Noise and the effort switched focus to assuring long term sustained compliance through the adoption of a long term monitoring protocol. The

protocol was adopted by the DEC on December 3, 2009. The DEC provided a detailed and transparent record of its efforts to address this issue, all of which can be viewed at <http://www.devensec.com/news.html> .

2009 Permits/Actions

Level 2 Permits	3
Reconsideration	0
Level 1 Permits	63
Wetland Request for Determination of Applicability	3
Wetland Notice of Intent (Order of Conditions)	0
Wetland Certificates of Compliance	1
Sign Permits	7
Tent Permits	9
Demolition Permits	5
Level 1 Lotting Plans	1
Septage Hauling Permits	2
Certificates of Occupancy	25 finals (11Temp.)
Electrical Permits	54
Plumbing Permits	24
Gas Permits	6
Victualler Licenses	6
Transfer Liquor License	0
Liquor Permits	4
Pledge of Liquor License	1
1 Day Liquor Licenses	1
Violation Notices	3
Schools – Certificates of Inspection	4

Regulations:

Throughout 2009, the DEC continued to work with the team of ICON Architecture, Bluewave Strategies, CDW Consultants, Epsilon Associates and Howard/Stein-Hudson Associates on updating the current Devens Development Rules and Regulations to do two things:

1. Incorporate more sustainable regulations, guidelines and incentives into the existing regulations, and;
2. Specifically address future housing potential at Devens, to ensure any future housing that may come to Devens is developed in the most sustainable manner possible.

The overall goal of these regulation updates is to guide smart growth and smart energy at Devens in-line with the sustainable redevelopment goals of Devens as well as the Commonwealth's Sustainable Development Principles. These revisions incorporate additional sustainable development strategies that will help guide all future development at Devens in an even more sustainable and efficient manner. Some of the proposed amendments include:

1. Energy and water efficiency initiatives including adoption of the new Massachusetts Stretch Code and promotion of even greater energy efficiencies for innovative residential developments at Devens.
2. Incorporating green infrastructure requirements and more low-impact development techniques
3. Additional wetland protection measures
4. Updated storm water management requirements in accordance with new State Standards
5. LEED NC (new construction) and LEED EB (existing building) requirements for all public projects
6. More detailed erosion and sediment control guidelines
7. Updated lighting and landscaping standards
8. Additional viewshed overlay district requirements and steep slope regulations
9. Additional Public Health requirements for recycling, composting, waste bans and disposal

During 2009 progress was slowed on these updates as a number of other projects consumed a great deal of Staff time. As these proposed amendments involve a significant number of changes to the current regulations, the DEC is breaking up the proposed amendments for adoption over time. The Steep Slope Protection Regulations and Overlay Map and an innovative residential clustering concept for the Auman/Bates Road area are the first amendments that were advertised for a January 7, 2010 DEC public hearing. Additional amendments will be brought forth throughout 2010.

Transportation:

The Fitchburg Line Reverse Commute working group, chaired by DEC Director Peter Lowitt, continued its work to connect Route 2 and Fitchburg Line Commuter Rail issues through regular meetings of community representatives to discuss transportation issues. The MBTA hired a contractor, HNTB to design the project. The program of improvements is designed to meet the goal of improving commute times from Fitchburg to Porter Square from 1 hour and 29

minutes to 1 hour. Thanks to our hard working state legislative delegation for securing the required state matching monies to complement the Federal Small Starts funding secured for the program by our Congressional delegation, especially Congressman Olver. He deserves our thanks for his work on this project of importance to the entire region. American Renewal and Recovery Act funds were deployed to double track the line from South Acton to Ayer and the line's schedule was changed in December 2009 to authorize an early train to Boston which should allow an early train to Fitchburg making a reverse commute to Devens possible in the near future.

DEC Staff, along with DEC Commissioner Oelfke also participate in the Montachusett Metropolitan Planning Organization (MPO) Joint Transportation Committee. The goal of the Committee is to provide "safe, secure, reliable and affordable multi-modal/intermodal transportation system throughout the Montachusett Region for the Movement of all peoples and goods." The plan also includes strategies to ensure National Air Quality Standards, federal/state water quality standards and habitat protection goals are met – to ensure consistency and support with the Commonwealth's transportation policies. The Fitchburg Commuter Rail Line improvements will play a key role in providing increased commuter service to Devens and the surrounding region, thereby contributing to the sustainability initiatives at Devens.

Working with the support of the Montachusett Regional Planning Commission, the DEC initiated negotiations with Pan Am to pursue a \$900,000 Federal Environmental Protection Agency grant for clean diesel technology to improve air quality in the region by providing anti-idling technology for 20 Pan Am locomotives. If this grant application is funded it should have the added benefit of also reducing the low-frequency idling noise created by the diesel locomotive engines which has significantly contributed to elevated noise levels in the vicinity of Evergreen Solar's facility on Barnum Road and been the subject of a number of additional noise complaints from Harvard residents.

Communication:

The DEC's main means of communicating with the public remains its web site, www.devensec.com, where its meeting and hearing dates are listed, as are the agendas and minutes from recent meetings. Quarterly staff reports and Records of Decisions from various Unified Permit applications are also listed to illustrate the permitting process through concrete examples. The Evergreen Solar Noise Resolution and all related reports and updates are currently listed on the site. In an effort to improve services to the public and applicants, Building, Plumbing/Gas and Electrical Permit Forms are now downloadable directly from the DEC Website (see <http://www.devensec.com/devserv.html> under "Forms"). The Devens Soil Management Policy is also now available on the website and is referenced on all Building Permit application forms in an effort to increase awareness and public safety of the potential hazards associated with construction activity on a former military base. The website also now has an updated list of current/recently approved projects that are underway at Devens under the news and events section. The home page (www.devensec.com) also now has a link to a current aerial photo map of Devens that includes a guided tour of some of the social, economic and environmental attributes that businesses and organizations at Devens have implemented to further the sustainability of their business and Devens as a whole.

The DEC continues to provide notice of all meetings, proposed projects and pertinent information on its website, as well as to abutting property owners, Devens residents and all three surrounding towns, in accordance with the DEC Rules and Regulations, prior to public hearings and subsequent DEC permitting.

Sustainability Efforts/Devens Eco-Efficiency Center

Interest in the EcoStar program, an environmental achievement and branding program launched by the DEC in 2005, also continued to grow. Updates on this award-winning program and details on the green business initiatives it offers can be found at www.ecostardevens.com. EcoStar continues to serve as a value-added component to business and industry located in and around Devens. During 2009 the DEC expanded its offerings by establishing the Devens Eco-Efficiency Center (DEEC), a non-profit organization aimed at furthering the sustainable development goals of the Commission and the Devens Reuse Plan. New services that the DEEC has developed promote cost saving energy initiatives, including conservation campaign assistance, facility benchmarking, and comprehensive energy efficiency assessments. The DEEC expands on the EcoStar program offerings by providing additional technical assistance services that enable businesses and organizations to implement better practices that make more efficient use of resources and save money. The Great Exchange program, originally started in 2008, continued to re-direct waste streams and has diverted approximately 200 tons of material from the landfill to reuse opportunities. Monthly educational Workshops and a number of Roundtable forums on Environmental Health and Safety, Green Building and Transportation continue to be a popular service of the DEEC and attract Devens and surrounding community businesses.

Twinning Agreement:

The DEC entered into an agreement with the redevelopers of the former Debert Air Force base in Truro, Nova Scotia (the Colchester Redevelopment Authority) in 2008 to share sustainable base redevelopment techniques and knowledge along with programs such as the DEC's EcoStar branding and achievement program which provides assistance to businesses which wish to green their operations and performance. This August a number of DEC Commissioners and staff visited Truro and took a tour of the Debert redevelopment efforts, exchanging valuable expertise, information and resources on eco-industrial development concepts and other sustainable base redevelopment techniques.

2009 was another year where Devens continued to receive international attention for its eco-industrial approach to sustainable military base redevelopment efforts through the DEC and DEEC. Mr. Lowitt made a number of presentations on Devens eco-industrial efforts and programs to audiences in Canada, Denmark and Portugal over the past year, as well as arranging for the publication of a group of papers on Eco Industrial Development projects in North America and holding a presentation on this topic at the American Planning Association's national conference in Minneapolis, MN this past spring. Throughout 2009, DEC Staff also hosted presentations on the Devens sustainable redevelopment efforts to a group of Chinese government economists visiting the area as well as the Massachusetts Housing Partnership. In addition, DEC Staff provided a number of international visitors from Scotland and Canada, as

well as a group of local planning and geography students from Westfield State College, guided tours of the eco-industrial and sustainable redevelopment efforts ongoing at Devens.

Financial audit:

2009 was another excellent year for the DEC. Our financial audit was postponed until late November, but the year in general was a good one. Our audits are regularly posted on the DEC web site.

Outlook for 2010:

The Commission expects a flurry of development as 2010 commences and as pent up demand for leased space produces long awaited activity in the light industrial marketplace. Additional infrastructure improvements will continue to support our larger users and MassDevelopment's sustainable housing design/build competition for the Auman/ Bates area has the potential to set the stage as a model for new energy efficient, affordable and sustainable workforce housing for Devens, the Commonwealth and the entire country.. Finalizing and adopting the Regulation updates will be a key priority for the DEC in 2010 as well as continuing to support and expand the services of EcoStar and the Devens Eco-Efficiency Center.

Respectfully submitted by Harvard's DEC Commissioners and Alternate:

James DeZutter

Eric Stotlzfus

Victor Normand (Alternate)



<p>PROTECTION OF PERSONS AND PROPERTY <i>Ambulance Squad, Fire Department, Police Department</i></p>

➤ ➤ ➤ **AMBULANCE SQUAD** < < <

The Harvard Ambulance Service continues its mission to provide best-in-class Basic Life Support services through a dedicated squad of State-certified Emergency Medical Technicians. The year 2009 was characterized by HAS's regrowth following the challenge of the billing debate in fall 2008. The squad's renewed efforts at recruitment, development and retention have resulted in a more active and balanced roster. A steady revenue stream has assisted in the constant objective of enhancing and professionalizing the delivery of services. Optimizing patient care and satisfaction remains our primary focus.

Harvard Ambulance Service's commitment to an all-volunteer squad remains strong. The HAS roster is presently comprised of 24 full members, 13 provisional members and 10 student cadets. A new call-response tracking system better enables the squad to track EMT participation. By the end of 2009, a committed membership had volunteered at unprecedented

annual rates: 6000 hours “on-call” time; 1800 hours “run” time, and 1000 hours of participation in meetings and continuing education.

Call statistics for 2009 reflect a continued high level of activity, with a total of 304 ambulance runs. Call distribution by type: 46% medical, 40% trauma (including motor vehicle collisions), 6% lift assist, 5% psychiatric, 3% doctor ordered transport and fire standby. Call distribution by time of day was consistent with previous years, with heavy daytime demand: 12AM–8AM 15%, 8AM–4PM 48%, 4PM–12AM 37%. These time data underscore the value of and need for the State-waivered Cadet program, which allows select Bromfield students to run with HAS as crew members during school hours after earning EMT-B certification.

Last year, roughly one-third of calls required the enlistment of Advanced Life Support (Paramedic) services. On 13 occasions, Harvard’s ambulance was either already on a call at the time of a second dispatch, or an additional mutual-aid ambulance was called because of multiple patients. On six occasions—significantly fewer than in prior years—HAS was unable to muster a complete crew, and mutual aid was promptly dispatched. Harvard Ambulance reciprocated and provided mutual aid assistance to neighboring towns at approximately the same rate. Harvard Ambulance continues to strive for the goal of a 100% full-crew response rate.

To achieve our goals, a number of initiatives are under way to enhance the Service’s capabilities and operations. Core needs are being addressed in the following ways:

- **Improve Resource Utilization:** better-organize EMTs’ on-call schedules with respect to ambulance-crew composition demands; more equitably distribute workload among the squad’s entire membership.
- **Boost Recruitment:** maximize enrollment in annual Cadet training program; also year-round educational effort with greater emphasis on attracting mature adult members.
- **Promote Retention:** upgrade equipment and uniforms, train together as a squad on a regular basis, celebrate successes.
- **Enhance Morale:** reward collective performance, subordinate personalities.
- **Improve the Promotion Process:** clarify expectations and document progress in advancing from Cadet to Provisional to Full Member status.
- **Improve Information Technology:** improve hardware, website, productivity tools and access.

Billing revenues and encumbrances have both exceeded projected levels and expectations. Projected annual insurance-billing receipts are \$100–120K; ALS expenses \$25–30K; billing-company expenses \$4K; plus 400 incremental volunteer hours to complete the “paper-chase.” No Town resident has been billed for Harvard Ambulance services; the Service stands by the policy of not pursuing residents for any deductible or reimbursement in the event that claims are denied. Significant opportunities exist to improve the collections and billing paperwork processes, and these will be pursued in 2010.

Monies collected thus far are being invested in a structured program of continuing education for members, provision to all members of requisite radio equipment and uniforms, Cadet program fees, operational expenses, and improved information technology (e.g. a 2010

State-mandated plan calls for electronic pre-hospital care reporting [ePCR] and data collection). The ambulance is beginning its third full year of service and continues to perform well; revenue receipts are also seeding a long-term capital budget for replacing the ambulance when its useful service life ends.

Most sincere appreciation goes to our EMS colleagues at Harvard Police, Dispatch, and Fire, without whose help our delivery of emergency medical services would be impossible.

Please visit our website at www.HarvardEMS.org. If you are interested in learning life-saving skills and volunteering for the Town, consider enrolling in our Fall 2010 EMT certification class or equivalent. We welcome all comments, questions and concerns. Please contact us at Director@HarvardEMS.org.

Respectfully submitted,

Steven J. Beckman, M.D., EMT-B
Director, Harvard Ambulance Service



Harvard Ambulance Service Roster: Full and Provisional Members

Jake Basile
Alex Burnett
Isaac Cohen
Gregory Harrod
Derek Jordan
Allan Kuong
Linda Mara
Will Nocka
Andrew Perry
Steve Powell
Bonnie Sweeney
Lauren Tower

Mina Rae Beckman
David Cline
Andrea D'Eramo
Derrin Jarvis
Lynne Kennefick
Ben Landry
John McClure
Caitlin Nygren
Nelson Perry
Bill Spacciapoli
Patrick Sweeney
Justin Warren

Will Blackwell
Ann Cohen
Sean Doocey
Matt Jones
Brock Kenyon
Michael Lecky
Peter Moberly
Joan Ojemann
Harry Powell
Michelle Swearingen
Keeon Tabrizi
Rob Williams



➤ ➤ ➤ FIRE DEPARTMENT < < <

The mission of the Harvard Fire Department is to save lives and to protect property from fire and other emergencies within the Town of Harvard through public education, code management and incident response.

In 2009 the Harvard Fire Department responded to 216 requests for emergency services and other assistance. This is down from 246 in 2008. These responses included the following:

Alarm malfunction	30	False alarms	1	Ice rescue	1
Auto accidents	40	Duty officer	34	Mutual aid	6
Fires	25	Good intent	10	Carbon monoxide	1
Animal rescue	2	Service calls	24	Life Flight	1
Spills & leaks	4	Weather related	2	HazMat	1

A complete listing of fire department activity is available to any resident from the Fire Chief.

The department continues to average 10 firefighters per call with an average response time of a little over 8 minutes.

In 2009 the members of the fire department continued an aggressive campaign to raise public awareness about the dangers of carbon monoxide, “the silent killer”. This initiative included educating school children and adults and included a town wide mailing of an informational flyer. The department would like to remind all residents that carbon monoxide detectors are life savers and are required by law. Any resident can ask any Harvard firefighter on how to obtain information on these important additions to your homes.

The SAFE (Student Awareness of Fire Education) program continues to offer a comprehensive fire and life safety program to your children. Each year all schools in Harvard, public and private, welcome our public safety education team members into their midst in order for them to present fire and life safety education programs to children from pre-school through grade 7. It takes the support of the successful program but special the efforts of Firefighters Oona Alan Specht, and Sean Murphy. It member of the department success of the program. Public fire prevention program. Through education, raising awareness, and teaching good decision making skills, we seek to reduce injuries and fatalities from fire and unsafe behaviors. The SAFE program is funded entirely through a modest state grant and donations. These funds are becoming increasingly scarce as state and local budgets shrink. The Harvard SAFE program is recognized across the Commonwealth for excellence.



Each year officers and firefighters seek training and professional development in addition to the training received in house. The following are some of the training activities Harvard firefighters undertook in 2009. Firefighters Greg Harrod, Frank DeBettencourt and Nelson Perry were certified as Emergency Medical Technicians by the Commonwealth. Additionally Firefighter Perry completed his Self Contained Breathing Apparatus proficiency course at the Massachusetts Firefighting Academy. Firefighter Oona Aldrich received training in small aircraft rescue procedures, ice rescue, and technical rope rescue. Ms. Aldrich was also a featured presenter at the annual Massachusetts Fire and Life Safety Conference in September. Firefighters Bill Barton and Paul Morris completed the intensive Structural Firefighting Practices program at the Mass Fire Academy. Firefighters Wally Shaw and Tyler Swearingen continue to work towards their Bachelors degrees in Fire Science. In February the Police and Fire Chiefs

completed a course offered by the University of Connecticut entitled "Collaborative Leadership in Crisis" This month long course was offered at no cost to the participants. Chief Mignard and Lieutenant Tony Shaw attended a daylong seminar on the "Art of Reading Smoke", an important skill for a fireground commander. They also attended a safety and survival lecture presented by nationally recognized expert on the subject, Chief Billy Goldfeder.

The Fire Chief was successful in obtaining \$62,921 in Federal grant funds to be used to completely replace the department's aging low band radio system. The new system will be on the same frequency band as many of our neighboring departments making mutual aid efforts more efficient, faster and most importantly, safer by eliminating the need for an already overburdened dispatcher to relay information. Each responding firefighter will also have a portable radio enabling him or her to have a communications lifeline in case of an emergency.

We are grateful for the continued support we receive from the residents of Harvard. We also appreciate the tireless efforts of Mrs. Patricia Shaw to keep the fire station attractive with seasonal flowers and plantings. It is always a pleasure to work side by side with Harvard Police Department, the Harvard EMT's and the Harvard DPW. And finally we offer a sincere thank you to the dispatchers for another year of professional service.

The Harvard Fire Department consists of:

Chief Robert J. Mignard FF I/II, EMT	Firefighter Duane Barber
Deputy Chief Scot Nogler	Firefighter Bill Berthoud
Lieutenant Tony Shaw	Firefighter Greg Harrod FF I/II, EMT
Lieutenant Rob Warren	Firefighter Warren Harrod
Lieutenant Chuck Nigzus FF I/II	Firefighter Stephen Into
Firefighter Oona Aldrich FF I/II	Firefighter Paul Morris FF I
Firefighter Bill Barton	Firefighter Kerra Noyes
Firefighter Frank deBettencourt FF I/II, EMT	Firefighter Nelson Perry EMT
Firefighter Ken Harrod	Firefighter Dick Powderly
Firefighter David Hazel	Firefighter Alan Specht FF I/II
Firefighter Bill McElhaney	Firefighter Marc Thompson
Firefighter Sean Murphy	
Firefighter Andrew Perry FF I/II, EMT	
Firefighter Brian Perwak FF I/II	
Firefighter Walter Shaw	
Firefighter Tyler Swearingen	
Firefighter Dave Woodsum	
and maintenance man Eddie Stoffel, who keeps the fire station clean and presentable.	

Respectfully submitted,

Robert J. Mignard, Fire Chief

SMOKE DETECTORS SAVE LIVES



➤ ➤ ➤ POLICE DEPARTMENT ◀ ◀ ◀

This year the police and communications departments experienced a 7.1 percent increase in calls for service over last year, increasing our call volume from 11,728 calls to 12,569. This increase is a 31 percent increase in activity compared to 2007. With the budget cuts that have taken place, both departments are handling the increases as well as can be expected. With one officer on maternity leave for a short time and reductions to the overtime budget officers handled an average of 34 calls per day with a reduced number of two officer shifts.

Even with our reduction in shift coverage, the police department did its best to continue with our tradition of community involvement. We maintained our presence at the schools; participating in coaching sports and continued with our school resource officer activities. In addition, this year we held our first Battle of the Bands, which was done in conjunction with the Bolton Police Department during the Lion's Club Annual Fall Festival. Detective Jack Izzo was instrumental in organizing this event, which was well attended and enjoyed by all.

Officers attended annual in-service training in the fall and we sent several officers to specialized training over the course of the year. Sgt. Jim Babu furthered his expertise in accident investigation by successfully completing accident reconstruction training and is working with the Central Massachusetts Law Enforcement Consortium as an accident investigator. His participation allows us to draw on the resources of other regional departments in the event of a serious motor vehicle accident here in Harvard that may require a full reconstruction of the events. Detective Jack Izzo successfully completed a one-week specialized detective training which will increase our ability to solve the rising number of complex cases we are handling as a department.

Looking at this year's statistics, there was a significant increase in burglaries and larcenies this year. In 2009 we responded to 56 such calls compared to 34 in 2008. Increases such as this are not unusual for these crimes during tough economic times. While it is highly unusual to detect these crimes in progress, the deterrent effect of increased patrol hours has been negatively impacted by our budget reductions.

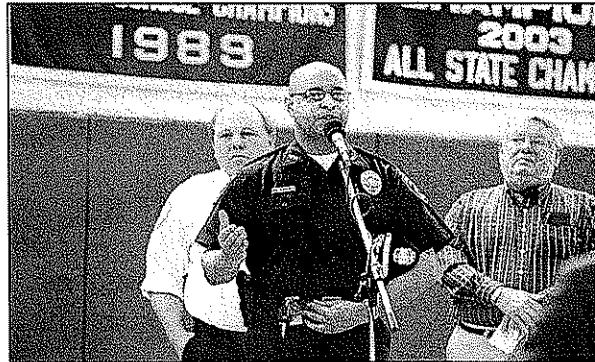
In the area of motor vehicle offenses and traffic accidents, we saw a decrease from 856 to 788. This does not necessarily translate to a decrease in the number of violations taking place. Again, with the decrease in patrol hours, this reduction may be the result of not having an additional officer on patrol to detect violators. On a positive note, we did realize a reduction in motor vehicle accidents from 143 to 121.

This year, our patrol staffing remained unchanged, however we added two new part-time dispatchers to our ranks. Sean Doocey and Nelson Perry, both Harvard residents, have been a welcomed addition to our communication's department. Both gentlemen previously served the town as Emergency Medical Technicians and Mr. Perry recently graduated from the Basic Reserve Intermittent Police Academy. Their knowledge of the town and their passion for public service will serve the community well as they progress in their careers.

As always, I would like to thank the staff of both the police and communications departments for their dedicated service and the efforts they make throughout the year. We strive to continue to provide the residents of the town of Harvard with the quality service they have enjoyed and expect. It has truly been my pleasure to serve all of you.

Respectfully,

Chief Edward D. Denmark



Police Chief Ed Denmark at the Annual Town Meeting

Chief	Edward D. Denmark
Sergeant	John Coates
Sergeant	James Babu
Patrol Officer	Scott Hughes
Detective	Jack Izzo
Patrol Officer	Greg Newman
Patrol Officer	William Castro
Patrol Officer	Kimberly Murphy
Patrol Officer	Daniele Fortunado
Reserve Officer	John Dristilaris
Reserve Officer	Nathan Bowolick
Dispatcher	Pat Natoli
Dispatcher	Trish Rouvel
Dispatcher	Andrew Perry
Dispatcher	Gordon Hamel
Part-time Dispatcher	Sue Podzycki
Part-time Dispatcher	Nelson Perry
Part-time Dispatcher	Sean Doocey

2009 Statistics

Radar Assignment	985
Missing Person	7
Sexual Force- Rape	1
Assault- Simple	6
Assault- Intimidation	1
Assault- W/DW	1
Disturbance- General	18
Disturbance- House Party	2
Disturbance- Fight	2
Disturbance- Neighbors	5
Susp Activity- Persons	45
Susp Activity- Motor Vehicle	126
Phone Calls- Harassing	11
Phone Calls- Obscene	1
MV Accident	121
MV Gen Towed by Police	76
MV Gen Towed by Private Party	2
MV Gen Disabled	111
MV Gen Repossessed	1
MV Gen Lockout	32
MV Gen Traffic Violation	788
Medical General	297
Medical Sudden Death	1
Medical Suicide/ Atmp- No Lck- Up	2
Medical Mental Health	15
Arson Offenses	2
Fireworks Complaint	3
Hazardous Material	1
Burglary/ B&E MV, Truck* Use Theft	2
Burglary F.E. Residence*	4
Burglary F.E. Business*	3
Burglary Unlawful Residence*	4
Burglary Unlawful Business*	3
Burglary ATT F.E. Residence*	1
Larceny Theft From Building*	21
Larceny From M/V*	7
Larceny All Others*	20
Larceny Attempted	1
MV Theft*	1
MV Theft / Recovered Veh- Local	1
Fraud- Conf Game/ Swindle/ False/ Pretences*	2
Fraud- Credit Card/ Auto Teller*	7
Fraud- Wire*	1
Stolen Prop- General	1
Vandalism-Destruc/Damage Prop	49
Vandalism- Mailbox	17
Arrest- Adult	20

2009 Statistics continued

Arrest- Released on Bail	11
Arrest- Released Forthwith	1
Arrest- Loc Warrant By Other PD	8
PC- Adult	3
Drug/ Narcotic Offenses*	4
Drug Equipment Violations*	4
Sexual Non Force- Exposing	2
Civil	2
Open Door- Business/ Residence	17
Lost & Found	48
Mutual Aid	94
DPW Call Out	49
Transfer- Money/ Persons	59
Complaint Against Officer	2
Safe Keeping Property	3
Minors W/ Alcohol	3
Police Information	3
Trash Dumping	9
Town Property Damage	10
Follow- Up Investigation	190
Animal Control- Dog Complaint	14
Animal Control- All Others	28
Town Bylaw- Other	8
Weapons- Illegal Hunting	1
Warrants- Summons Service	11
Warrants- 209A Service	11
Juvenile Matter- Other	3
Threats- Simple*	3
Threats- To Kill	3
Alarms- Commercial	109
Alarms- Residential	214
Alarms- School	5
Alarms- Fire	33
Roster- Officer Injured	1
Roster- Officer In Training	35
Roster- Court Assignment	31
Roster- Detail Assignment	245
Checks- Bad*	1
Disorderly Conduct*	3
OUI- Alcohol or Drugs	10
Domestic Abuse/ Neglect*	6
Liquor Law Violation*	3
Peeping Tom*	1
Trespass Real Property*	2
Domestic Abuse/ 209A Violation	1
Police- General Req For	832
Parking Comp- Handicap	1

2009 Statistics continued

Parking Complaint General	10
Domestic- Related Incident	22
Parking MV	200
Suspicious Activity	103
Harassment/ Criminal	3
Child Safety Seats	13
RAD Training	4
Cruiser Maintenance	28
Building Maintenance	11
Building Check	4049
School Resource Officer	43
Animals- Cruelty To	2
E911 Hang-up Calls	58

**EDUCATION**

*Superintendent of Schools, School Principals, School Committee,
School Nurse, Special Education, Community Education, Monty Tech*

> > > SUPERINTENDENT OF SCHOOLS < < <

The Harvard Public School district has a long-standing reputation for excellence and remains committed to providing an exceptional learning environment for each student it serves. Our distinguished record on the MCAS and other standardized test measures can be attributed to the hard work of our student body, the dedicated and passionate efforts of an exceptional faculty, and tremendous support from parents and community members. This year Massachusetts earned high marks on international comparisons of academic performance and we are proud to be among the leading districts in the Commonwealth. Beyond academics, the arts, athletics, and community service are also greatly valued.

As noted in other reports, the district was honored to have Bromfield selected as among the Top 100 High Schools in America by U.S. News and World Report. The only other school in Massachusetts chosen was Boston Latin, where students compete for entrance through examination. This honor was received in large part due to our success on the MCAS as well as the large number of students who successfully participate in the Advanced Placement (AP) Program.

While this award was given to Bromfield, it is in actuality one that was earned by the entire community. Needless to say, the excellent staff at the elementary level provides the

foundation that supports our work at the secondary level. The parents of Harvard and the community-at-large provide incredible levels of support, both through volunteer efforts and financial support. Not least of all are the students themselves. In Harvard we have a culture of excellence marked by a student body focused on learning and achievement.

Back in March of 2008, the School Committee approved a strategic plan that was the culmination of a great deal of community dialogue, research, reflection, analysis, and prioritizing. That plan continues to drive our focus and decision-making. The key goals of this plan, which are also outlined in the School Committee report, include the following:

- Harvard's entire pre-K-Grade 12 curricula will integrate core content knowledge with the critical thinking skills needed for success in the 21st Century
- Harvard will identify and support the success of all its learners regardless of their learning styles, past performances, or their goals beyond graduation
- Harvard's Professional Development systems will be consistently and thoughtfully aligned with the district's achievement and instructional goals
- Harvard will establish systems to promote effective communication among and between the administration, staff, and community
- Harvard will create and implement an accountability plan to ensure that all systems within the organization are aligned with the district's Mission and core set of prioritized goals.

The entire detailed strategic plan can be reviewed on our district web site www.psharvard.org. This plan reflects the past tradition of Harvard's excellence while challenging us to even greater levels of future accomplishment. We continue to make significant progress toward the goals we've identified in all areas. At the elementary school we've adopted the *Habits of Mind* program as a framework to facilitate the development of critical thinking skills. A similar hybrid program has been developed at Bromfield as staff work to infuse specific critical thinking skills and strategies throughout the curriculum. We've also made significant advancements in instructional technology as we've now incorporated SmartBoard technology in all elementary classrooms grades 1-5 as well as many of the classrooms in Bromfield.

Many of the educational initiatives we've brought forward in recent years have yielded positive results. The three-tier intervention model we've implemented at Harvard Elementary School has resulted in a strong reading model as noted through measures of both locally developed and nationally standardized assessments. We've recently added tutorial supports for students in math to help strengthen that aspect of the instructional program. Our elementary curriculum coordinators have provided classrooms with the coaching, data analysis, and support of best practices in the same manner that our department leaders have long done at The Bromfield School. As a district we remain committed to continuous improvement and providing a learning environment that supports excellence for all students.

In closing, I offer that education is a partnership and that excellence can only be maintained by a collaborative effort between all stakeholders. In my tenure here I have come to see the power of that collaboration focused on the best interests of children. I continue to welcome the opportunity to hear from you and can be contacted via email tjefferson@psharvard.org or at my office at the Bromfield House (978-456-4140).

Respectfully submitted,

Dr. Thomas W. Jefferson
Superintendent of Schools



➤ ➤ ➤ HARVARD ELEMENTARY SCHOOL < < <

Over the summer we outfitted all of our 1-5 classrooms with a SmartBoard. Both the informal feedback and research around SmartBoards suggest that this has been a powerful educational investment for the town. Our teachers and students have articulated that the SmartBoards have made instruction much more interactive and engaging. Dr. Robert Marzano, a leading education researcher, has found that when a teacher is trained to use the technology, uses it for two years, and does so 75% of the time, students who learned with this technology showed a 29% gain in scores over students who learned the same content with standard, more traditional tools. Almost all elementary teachers in Harvard were able to attend a week-long graduate course offered at HES over the summer designed to support their effective use of the SmartBoard technology. We thank the Harvard community for their support in bringing SmartBoards to Harvard Elementary School.



Harvard Elementary School continues to refine its efforts to meet the needs of all learners. Our intervention programs in reading and math remain an important component of addressing the needs of struggling students. We continue to maintain 3 Reading Tutors and 3 Math Tutors to support students' needs in these content areas. Structurally, we continue to maintain a school-wide schedule that sets aside 40 minutes a day at each grade level, during which time students receive targeted instruction from a variety of service providers, including the classroom teacher. As a school, there is continued focus on using this time most effectively to meet the unique needs of students. To support teachers in differentiating instruction we have invested in Renzulli learning, a web-based program designed to provide learning experiences for students based on their specific learning profile. We are also piloting Jr. Great Books, and Tom Synder simulation software as additional approaches to providing students with enrichment opportunities.

This year the HES Husky newsletter is now being published electronically. We have also instituted an electronic "Weekly Bulletin" that gives basic updates and upcoming events for the

school on a weekly basis. Along with “going green”, our recent Parent Communication Survey strongly indicated a parental preference for e-mail/web-based communication.

This fall, students from Devens began attending Harvard Elementary School. In total, 28 students from Devens were enrolled our school. From all reports, the transition was very smooth, and we have enjoyed welcoming these students into our community.

We look forward to continuing our efforts to provide a high quality education experience to all the children that are entrusted to Harvard Elementary School.

Respectfully submitted,

Mary Beth Banios
Principal, Harvard Elementary School



Children enjoying Field Day



➤ ➤ ➤ **BROMFIELD SCHOOL** < < <

In June of 2009, The Bromfield School graduated a class of 99. We are proud of all of their accomplishments both academically and in their contributions to our school and community.

This fall, The Bromfield School welcomed a sixth grade class of 99 students. The current enrollment at The Bromfield School is 739 students in grades 6 – 12.

2009 was an outstanding year for The Bromfield School. Once again, Bromfield students received statewide recognition for their achievements in the academic and the extracurricular realms; in addition Bromfield was recognized by *U.S. News and World Reports* magazine as one of the top 100 public schools in the nation. The performance of Bromfield students on the statewide assessment (MCAS) continues to lead the state, with Bromfield students scoring at or near the top in the state on English Language Arts, Math, and Science sub-tests at the 6th, 8th, and 10th grade levels. Bromfield School students continue to achieve excellence in a variety of academics and extra curricular areas, receiving top honors in the Academic Bowl, NE Math League, chorus, band, drama, and art competition. Bromfield athletic teams captured three district titles in Girls Indoor Track, Girls Outdoor Track and Boys Tennis, with the Girl's Indoor Track Team also winning the state title. Students have also been active in school organizations including the National Honor Society (NHS), French and Spanish Honor Societies, Student Council, The

Invent Team, The Gay/Straight Alliance, Yearbook, Model U.N., Global Cultures Club, Math Team, The Mirror, Academic Bowl, Young Republicans, Young Democrats, Peer Leaders, and Peer Mentors.

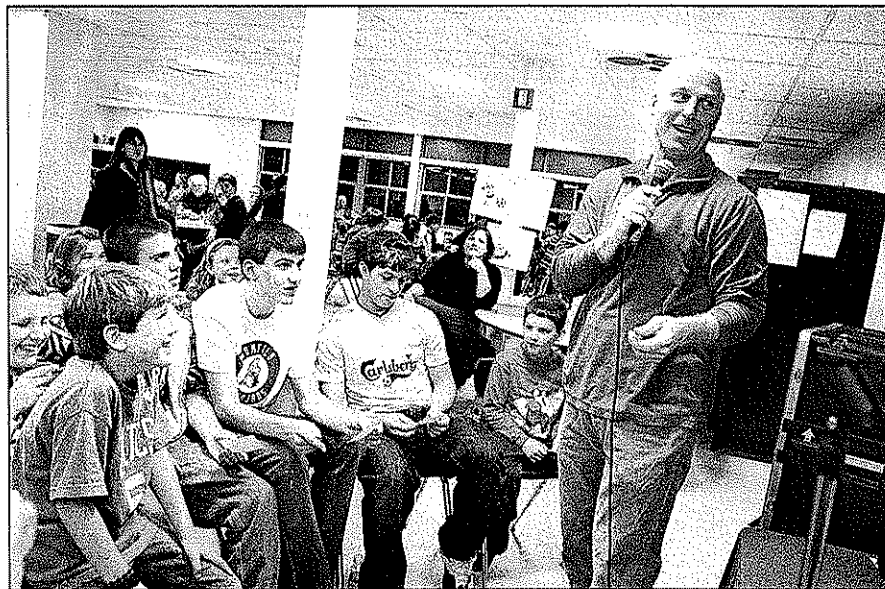
During 2009-2010 The Bromfield School has continued to work on achieving the objectives outlined in the Harvard School District Strategic Plan. In the spring of 2009 The Bromfield School Council coordinated and conducted school climate surveys of the students, parents, and faculty as part of the goal of promoting effective communication. In the fall of 2009 the faculty of The Bromfield School worked collaboratively to identify a set of universal and required Critical Thinking/ 21st Century Skills, which would be integrated with core content knowledge. A Peer Mentoring program was also established in the fall of 2009, to allow students the opportunity to take the lead in maintaining the strong sense of community which exists at The Bromfield School.

The integration of technology in the classroom continues to be an area of focus for The Bromfield School. During 2009 The Bromfield School outfitted four new classrooms with Smart Boards and six classrooms with computer projection units. The Harvard School District also upgraded its information technology systems by acquiring additional modules for the Redikker database system. I thank the Harvard Schools Trust and The Harvard PTO for their continued support and generosity which has enhanced the experience of all our students.

I am very happy to serve as Principal of The Bromfield School. The sense of community that exists within our building and our district plays a major role in the success of our students and our school. This, along with the commitment and hard work of our dedicated teachers and administration, will continue to make The Bromfield School a source of pride.

Respectfully submitted,

James F. O'Shea
Principal



Game night with Principal O'Shea

◆ ◆ ◆
➤ ➤ ➤ **SCHOOL COMMITTEE** < < <

The goal of the Harvard Public Schools is to be a school system that reflects the standards and expectations of the Harvard community and promotes the development of life-long learners who possess the values, skills, and knowledge to become contributing members of a democratic society.

In partnership with students, staff, parents and community, the Harvard Public Schools will provide an environment where each student is known and respected and where each student's potential is developed. We will cultivate a passion for learning and provide the tools for acquiring essential knowledge and skills. We expect our students to have respect for others; take responsibility for oneself, one's environment and one's community; and pursue excellence.

The School Committee has five major roles:

- Legislative (policy making) and employing a superintendent who will implement those policies
- Appraisal of effectiveness of policies and their implementation
- Provision of financial resources (adoption of a budget)
- Community relations (providing adequate and direct means for information flow between schools, committee and the public)
- Educational planning and evaluation for the continuing improvement of the educational program.

The School Committee typically meets on the second and/or fourth Monday evenings of a given month in the Town Hall meeting room. A meeting schedule is available on the website, and meetings are usually televised on the local cable access channel. Other meetings will be held as needed and posted in accordance with applicable laws. The public is encouraged to attend and participate. Open meeting time is provided at regularly scheduled meetings for public input, questions, and comments.

In 2009, Harvard's Public Schools have been cited in myriad ways for excellence and for the accomplishments of its students and staff. All of these accolades would not be possible without the talent and dedication of the schools' administration, teachers and staff at all levels. Once again, Harvard's MCAS results, particularly at Bromfield, confirm the District's reputation as one of the top schools in the state. AP performance for the Bromfield School again placed Harvard in the upper echelon of schools across Massachusetts. And on a national level, we recently received the outstanding news that the Bromfield School was ranked by *US News & World Report* as one of the top 100 schools in the nation, one of only two Massachusetts secondary schools to receive this extraordinary distinction.

The Harvard Public Schools are in year two of implementation of the five-year Strategic Plan. School improvement plans at both HES and Bromfield cite specific initiatives to meet the plan's 5 key goals:

1. K-12 teams have been working on integrating core content knowledge with critical thinking skills, supported by professional development offerings and workshops. HES administrators and instructors have introduced the Habits of Mind model of critical thinking that identifies key qualities and habits (perseverance, thinking and communicating with clarity and precision, questioning and posing problems, etc.) to embed in the K-5 educational experience. Likewise, Bromfield leaders have identified a set of universal and required critical thinking skills that will be introduced, demonstrated, reinforced and assessed to better prepare graduates for a global, technologically diverse world.
2. To better meet the needs of all learners, HES has continued to develop the “targeted instruction block” where students receive additional support or enrichment, depending on their individual needs. Acquisition of software programs such as Renzulli Learning and Tom Snyder software brings more enrichment opportunities to students. At Bromfield, initiatives pertaining to this goal include creation of a peer mentoring program, implementation of a newly developed Health Curriculum, revision of the Teacher Support Team process, assessment of student learning styles with the Naviance program, and supporting faculty in understanding learning styles and differentiating instruction and assignments accordingly.
3. Professional development opportunities have mainly supported teachers’ increased use of technology and strategies to integrate critical thinking skills and support the needs of all learners.
4. To promote effective communication among and between the administration, staff and community, both schools have taken steps to identify and update structures for internal and external communication and decision-making. Both schools have completed portions of climate surveys to improve communication and identify areas of strength and weakness. In response to feedback from last spring’s parent communication survey, more families are receiving targeted, electronic communication and further refinements in this area are ongoing.
5. Accountability ensures that all systems are aligned with the District’s core mission. Both schools continue to identify, refine and prioritize the key internal grade level and system assessments currently in use. At Bromfield, this work is aligned with preparation for the New England Association of Schools and Colleges (NEASC) accreditation visit scheduled for 2012.

2009 also brought tragedy to the Bromfield community with the sudden death of 9th grader Jessie Peterson in the spring. We are grateful to the many members of the schools and community who came forward to provide grief counselling and assistance in the aftermath of this tragic loss. The students, staff and community continue to remember Jessie in countless ways.

Fiscal 2009 was a challenging year financially. Starting the year with a level-funded budget, the schools were operating at an efficient (in some cases, understaffed) level. As the economic crisis worsened, and the Commonwealth faced unprecedented levels of revenue shortfall, towns received mid-year 9C cuts that required significant budget cuts well after the school year had begun and staffing was in place. The schools reduced approximately \$120,000 in February to help the Town balance its budget and establish reserves to protect against additional cuts.

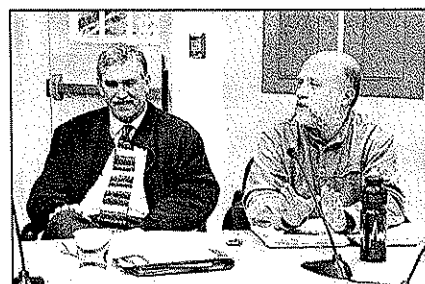
In spite of sobering financial realities, the Harvard Public Schools continue to provide exceptional quality education at a very moderate cost to Harvard taxpayers. Compared to other Massachusetts districts, Harvard's per-pupil cost is consistently below the state average, with less than 70% of the school's budget coming from Omnibus (taxpayer) funding sources. In recent years, the School Committee has actively pursued external funding sources - such as the extension of the contract with Mass Development for the education of K-12 students residing at Devens and reliance on family user fees for athletics and transportation - all of which serve to bridge funding shortfalls from the state and diversify our revenue sources. These funding sources make it possible to continue providing the quality of education that generations of students have enjoyed and that continues to attract families to Harvard.

In the Fall of 2009, HES was pleased to welcome twenty-six K-5 students from Devens who have transitioned successfully, joining Devens' 6th to 12th graders attending Bromfield. Declining enrolment trends among Harvard residents in early grades enable the elementary school to integrate the Devens students without significant impact on class sizes, which remain in the 18-21 students per class range for all except Grade 5.

Through generous support of the Harvard PTO, the Harvard Schools Trust and others, the District was able to add critical technology resources to enhance and improve instruction at both schools. Specifically, the addition of numerous Smart Boards and laptops means that all classrooms in grades 1-5, as well as many at Bromfield, are now outfitted with one of these powerful, interactive tools to help engage students. We are grateful for the continued support of these organizations and for their commitment to providing the tools and curricular enrichment that make Harvard's schools unique.

In a continuing effort to contain operating costs, the School Committee has partnered with the Town's energy advisory group (HEAC) to identify and implement significant energy efficiency initiatives at both schools. In addition, this group of volunteers helped advise the Committee and school administrators on infrastructure upgrades, such as the conversion from oil to natural gas heating at HES and the removal of an underground oil storage tank. The savings realized from lower than anticipated fuel costs and aggressive energy efficiency initiatives have contributed to the District's ability to maintain its core educational services in the face of declining state revenues and rising personnel costs.

As we look ahead to 2010 and plan for the coming fiscal year, we are continually mindful of the difficult economic circumstances facing the country, state and local residents. Despite declining resources from the state and the inability of fixed local tax increases to keep pace with the rising costs of doing business, we will continue to identify outside resources and drive towards greater efficiency as we strive to bring the best educational experience possible to the students of Harvard. Nevertheless, this is an increasingly daunting challenge as Harvard's schools have long operated efficiently and most of the "low-hanging fruit" reductions have already been implemented. Our goal is to continue to provide a



*Superintendent Thomas Jefferson &
School Committee member Stu Sklar*

transparent budget process and to communicate clearly to citizens and town boards our specific needs and priorities, especially amidst the likely reality that available funding becomes insufficient to provide the excellent educational services that have become expected in our community.

The School Committee recently received notice that three long-serving Bromfield faculty members will be retiring at the end of this school year. World language department leader and French teacher Therese Keoseian, along with Drama/English teacher Michael McGarty and English teacher Mary Ellen McGarty, will be moving on to new phases in their lives. The community is grateful for these teachers' collective years of exceptional service to generations of Bromfield students, and we wish them well in their future endeavours. They will be truly missed.

We continue to be deeply grateful to the hard-working, dedicated staff throughout the Harvard Public Schools and realize that their efforts, combined with the significant support of Harvard's parents and community, are what make our schools successful. Your input and feedback are always welcome – at our meetings or individually. Our contact information is posted on the district web site www.psharvard.org.

Respectfully submitted,

Keith Cheveralls, Chair
Stu Sklar

Virginia Justicz, Vice Chair
Patty Wenger

Piali De



> > > SCHOOL NURSE < < <

The mission of the School Health Department at the Harvard Public Schools is to provide health services that assist each student to reach their full educational and physical potential. The program is dedicated to the promotion and maintenance of the health and wellness of the entire school community.

Massachusetts Department of Elementary and Secondary Education requires all school nurses to have a Bachelors or Masters degree in nursing as well as be a certified school nurse. Both of Harvard's full-time school nurses meet this requirement. Throughout 2009, the school nurses have attended several continuing education opportunities. These included topics such as life-threatening allergies, asthma, Tourette syndrome, immunizations, and cardiac arrhythmias.

This summer, the National Association School Nurses held their national conference in Boston. It was a great opportunity to meet and network with school nurses from all over the country. We attended seminars on influenza, diabetes, meningitis, grief, and concussions.

The Nursing Department continues to be a recipient of the Essential School Health Services Grant. The Massachusetts Department of Public Health (MDPH) funds this grant. Due to state budget cuts, the grant was cut by more than 50% this year. During the 2008/2009 school year, the grant money funded continuing education, clerical help at HES, and some small equipment needs for both health offices. This school year the grant money will be used to buy a new pulse oximeter for HES and to pay for mandated screening assistance at both schools.

At HES and Bromfield, the school nurses see students and staff members in the health office for a variety of different reasons. These include health, injury, and psychosocial issues to name a few. In 2009, we saw a 66% increase in office visits from 2008. We attribute this increase to more complex medical issues of students and H1N1 influenza.

School	Students	Staff	Total
HES	4,323	35	4,358
Bromfield	5,358	306	5,664
Total	9,681	341	10,022

H1N1 Influenza was a prominent part of 2009. In May we saw our first reported case in Harvard and we had reported cases until the end of the school year in June. MDPH held meetings throughout the state in August to assist schools with the planning for the new school year. The importance of prevention was emphasized. New hand sanitizer dispensers were installed throughout both schools. Tissues, sanitizing wipes, and hand sanitizer was and is supplied to each classroom. Promotion of proper and frequent hand washing was provided to the students, especially with the younger students. As seen in Massachusetts and the rest of the country, the H1N1 influenza virus continued in the fall. While we have reported cases at the beginning of the school year, the number of student's ill with the virus sharply increased at the end of October and declined by mid-November.

On December 1st, along with Nashoba Board of Health (NBOH), we held a flu vaccine clinic at The Bromfield School for the H1N1 vaccine. We were able to vaccinate approximately 500 Harvard children in 4 hours. The public health nurses from NBOH were very prepared and professional. We thank them for all their hard work and assistance with this important task of immunizing Harvard children against this potentially dangerous virus.

All medications given in the schools were administered in accordance with the General Laws of the Commonwealth of Massachusetts and with the consent of the parent or legal guardian. All of our over-the-counter medication orders are reviewed and approved by our school physician.

In 2009, 5100 medication administrations (prescription and non-prescription) were given to students and staff in the health office. Again we saw a 25% increase this year due to influenza and more prescription medications needed by the students during the school day. The MDPH mandates that health screenings be done at specific grade levels. Though some parents opt to have them done through their primary care provider, many of the students have them done in the school.

Screening	Grades	# Of Students
Vision	Pre-K – 5th, 7th, 10th	655
Hearing	K – 3rd, 7th, 10th	495
Growth (ht/wt)	1st, 4th, 7th, 10th	495
Postural	5th – 9th	528

As of September 2009, MDPH requires public schools to provide parents with their child's Body Mass Index (BMI) in grades 1, 4, 7, and 10. The BMI provides a guideline based on weight, height, sex, and age to assess children who are underweight, at risk for overweight, or overweight. Follow-up resource information will be sent home with the student's BMI results.

In April, we performed vision and hearing screenings with the help of The Harvard Lion's Club. We were able to reserve the Lion's Sight Mobile from Leominster to do these screenings. The Harvard Lion's Club Members also helped us do the screenings during the week. Of the 655 students screened that week, 42 students were referred for follow-up. We are very grateful to the Harvard Lion's Club for their help and commitment to the students.

Because our vision screening equipment was 25 years old and unable to be repaired, we requested assistance from the Harvard Lion's Club in 2008 to purchase a new vision screener. In August of this year, our new vision screening equipment arrived. The Harvard Lion's Club purchased it in full. This gift to the Harvard students will help students for many years to come. Thank you to the Harvard Lion's Club for your support and dedication to the community.

At HES, a dental hygienist from The Nashoba Board of Health will again be visiting this winter to provide the students with information about the importance of good oral health. She will also provide dental cleaning and fluoride treatments to those who wish their children to receive them.

In addition to seeing students and staff in the health office throughout the school day, nurses also attend staff meetings, multidisciplinary team meetings, parent meetings, home visits, committee meetings, and policy meetings regarding health policies of the district. We develop Individual Health Care Plans (IHCP) with the staff and parents for children who have specialized health care plans. At this time we have over 100 children with IHCP's in the district.

We will continue to assist the students of Harvard reach their full educational and physical potential by promoting good health and safety practices. I appreciate all the support that

we receive from the staff and the community and look forward to new challenges that the upcoming year will bring.

Respectfully submitted,

Colleen Nigzus, RN, MSN
District School Nurse



➤ ➤ ➤ **SPECIAL EDUCATION** < < <

The Special Education Department in Harvard has been actively engaged this year in increasing our use of technology with students. The use of technology assists our students in having more independent access to the curriculum.

We have purchased Kurzweil software, which involves converting text-to-speech. This software allows students with reading disabilities to have access to levels of text that they are not currently able to read independently. All of our special education teachers have been trained in its use, and the software can be accessed from many different computers in each school building. This software also allows us to download electronic books (textbooks and novels, etc.) for students that meet the qualifications specified from Bookshare. We have purchased ten laptop computers to be signed out for students that would benefit from this technology.

We have added Dragon Speak to our technology tools at The Bromfield School. This software involves speech-to-text. Students can speak into a microphone and have their words automatically typed on a computer. Our Special Education Teachers and Learning Assistants have all been trained in the use of this software. We are currently working with our technology department to improve its effectiveness.

It is unfortunate that, given the fiscal picture in the State, that circuit breaker reimbursements for tuition for out-of-district placements have been reduced. However, the financial support from the economic stimulus grant is assisting the district in dealing with this downfall.

Respectfully submitted,

Pam DeGregorio
Director of Special Education



> > > COMMUNITY EDUCATION < < <

Community Education has been an integral part of the Harvard Public Schools for the past 16 years. It offers several fee-based programs available to the residents of Harvard. The Bridges program provides before and after school care for 35-50 elementary students per day in Kindergarten through grade 5. Bridges operates during the school year from 7:15 a.m.-8:55 a.m. and 3:08 p.m.-6:00 p.m. and is closed on school holidays. Early Release days are from 1:13 to 6:00 p.m.

Previously, we have offered an after-school program called BASE for middle school students. Unfortunately this year, we have had to suspend the program due to low enrollment.

We offer a Summer Adventure program for four weeks in July which includes swimming lessons (in conjunction with Park & Rec), drama, games, nature and art.

Spectrum classes are for enrichment and available to K through 5 students. They range from building robots, basketball, Geo-Caching, drama, babysitting, arts and crafts to chess, Math Olympiad and more. The Spectrum courses are available after school at the elementary school, as well as during the summer. Some of the programs offered during July and August are basketball, field hockey, gymnastics, Frisbee and lacrosse.

The Global Child program enables children in grades K through 5 to learn Spanish, French and Chinese. Following the curriculum created by the well-known Global Child, Inc. program, the teachers (some are native speakers) have children experience languages through games, songs, and dance. Each child is provided with a CD so they may practice at home.

Crosslinks offers after school activities for The Bromfield School. These include our Artist-in-Residence program which provides instrument and voice lessons with excellent musicians as well as Math Olympiad for middle school students.

Adult Education courses are held during the fall, winter and spring. Some of the most popular courses offered are yoga, Tai Chi, digital photography, pottery, cooking and on-line computer and enrichment courses.

The office of Community Education is located in the Bromfield House at 39 Massachusetts Avenue. Further information is available by calling 978-456-4118. Suggestions for new courses and programs are always welcome.

Respectfully submitted,

Gretchen Henry
Director of Community Education



> > > MONTY TECH < < <

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

FINANCIAL REPORT

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

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



Committee,
The final fiscal

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

STUDENT BODY

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

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

Monty Tech continued to offer a variety of opportunities for students, parents and community members to learn about and visit the school. In October, 1,620 district eighth graders participated in our Tour Days. Students toured many of our twenty vocational/technical areas

and learned about the challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return at night, with their family members, to explore the facilities and talk with staff members. Career Awareness Night, as well as last spring's Open House, was attended by an estimated 1,000 individuals per event, comprised of students, parents, and community members from throughout the district.

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

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

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

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

ACHIEVEMENT

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

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

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

FACULTY AND STAFF

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

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

SKILLS USA

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

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

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

Highlights of the year included:

- A total of 42 medals were captured at the District Competition held in March at Bay Path Regional Vocational Technical School.
- Fifty-two students made up of medal winners and district qualifiers earned the opportunity to compete at the State Leadership & Skills Conference held in April at Blackstone Valley Vocational Technical School. Monty Tech finished the competition

with 21 medals and 5 students earning the right to compete at the National Leadership & Skills Conference, which was held in Kansas City, Missouri during June.

- Of the five students competing at nationals, three earned medals. Michelle Gosselin won gold in Action Skills, Jessica Lopez won silver in Pin Design and John Perkins won silver in Power Equipment Technology. Ben O'Conner, Culinary Arts and Paul Leslie, Carpentry, finished in the top half of their competitions.
- Monty Tech's Skills USA chapter was awarded a \$10,000 grant from Lowes, Inc. for the restoration of Moran Park in Fitchburg. In June, the chapter performed 250 man hours of work removing overgrown trees and brush and then our Masonry Program poured a concrete slab for the construction of a storage shed. The final stage of the project, which is building a shed and installing a fence around the playground, will be completed in early November 2009.

WOMEN IN TECHNOLOGY

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

The students included five from Office Technology, two from Drafting Technology-CAD, and one from Graphic Communications. Two additional students started the program, but dropped out due to co-op positions. One student, who emigrated from Vietnam seven years ago, spent three years in the program. The experience was invaluable in helping her acclimate to her new country, as well as aiding her in improving her English. She did so well that she was accepted at three excellent colleges and universities. She is now studying business administration at Fitchburg State College.

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

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

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

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

CURRICULUM

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

Auto Body/Collision Repair Technology

Gardner – Athletic Department – pole vault stop
Sterling Police Department – push bar for cruiser
Winchendon Highway Department – repair rust and refinish vehicles

Automotive Technology

Fitchburg Boys & Girls Clubs – repaired bus

Cabinetmaking

Hubbardston – made signs for town
Barre Library – bookcases
Templeton – Narragansett School District – made a rolling cabinet

Cosmetology

Gardner High Rise – senior citizen services
Gardner – Father/Daughter Dance services
Gardner – Dunn's Park – community service – clean up

Culinary Arts

Taste of Wachusett
Taste of North Central

Dental Assisting

Lunenburg & Winchendon – CHIP Program
Ashburnham Health Fair
Westminster Elementary Schools – Dental Education

Drafting Technology

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

Early Childhood Education

Fitchburg Community Partnership – Math/Literacy Fair

Electrical

Winchendon Housing Authority Garage
Westminster – wiring for holiday tree

Engineering Technology

Gardner – fixed PA system for Monument Park Bandstand

Graphic Communications

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

Health Occupations

Annual Blood Drives
Shop Angel Christmas Charity Collection

Industrial Technology

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

Information Technology

Gardner – Montachusett Veterans Outreach Center Web Design

Machine Technology

Fitchburg Police Department – key chains

Masonry

Winchendon Elementary School – formed and poured sidewalks
Winchendon Housing Authority – chimney
Fitchburg – Moran Park – formed and poured pad for shed

SPECIAL SERVICES

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

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

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

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

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

STUDENT AFFAIRS AND ATHLETICS

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

Last fall, the Varsity Football Team, under first year coach Matt Sallila, did not win a game, but played with a lot of heart and enthusiasm, improving every week and giving their all during practice and games. They finished the year with 35 players (9 seniors) and worked very

hard in the off-season to get ready for 2009. The Freshman Football Team was 1 – 6 and had 33 players complete the year. The Varsity Boys Soccer Team finished at 4 – 9 – 5 and played hard throughout the year. The JV Boys Soccer Team was 9 – 5. The Golf Team was 5 – 6 – 1 and missed the District Tournament by one match. We had three JV Golf Tournaments at The Red Farm Golf Course in Upton and played five other matches in an attempt to improve our program. The Field Hockey Team was 2 – 16. The Monty Tech faculty held the annual Teacher vs. Student Field Hockey Game to raise money for a scholarship for a deserving Monty Tech female athlete. It was very successful. The Boys Cross Country Team was 6 – 8 and the Girls Cross Country Team was 3 – 3. The Girls Volleyball Team had an 8 – 12 record. The JV Girls Volleyball Team was 5 – 12 and the Freshmen Girls Team was 4 – 11, as they continue to improve. The Varsity Girls Soccer Team was 7 – 7 – 4, qualifying them for the District Tournament where they lost to Blackstone Valley Tech in the first round. The JV Girls Soccer Team finished at 7 – 7, with most of the girls moving up this fall. Our girls program looks very promising. The varsity cheerleaders participated in the CAL Championships held at Westford Academy in October.

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

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

The Outstanding male and female athletes for 2008 – 2009 were:

Male: Robert Cruz

Female: Ivette Tejada

TECHNOLOGY

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

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

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

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

GRANTS AND CONTRACTS

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

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

CONCLUDING STATEMENT

The School Committee and administration are extremely proud of the staff and students of the Montachusett Regional Vocational Technical School District and their accomplishments. The school continues to work with the business community, local educational institutions, higher

education and its vocational technical counterparts to develop common sense plans and responses to the educational challenges we all face.

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

Respectfully submitted,

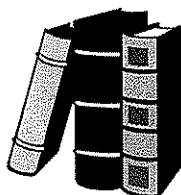
James R. Culkeen, Superintendent-Director
Montachusett Regional Vocational Technical School



<p>LIBRARY <i>Librarian, Library Trustees</i></p>
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➤ ➤ ➤ **LIBRARIAN** < < <

*There is not such a cradle of democracy upon the earth as the Free Public Library,
this republic of letters, where neither rank, office nor wealth receives the slightest consideration.*
Andrew Carnegie



In 2009 Harvard Public Library (HPL) was one very busy place! In this, the second full year in our new facility, the library surpassed all previous service records for daily attendance, circulation; programs conducted, and program participation. Yet at the same time that 2009 witnessed extraordinary achievements in the library services delivered to our patrons, it was also a year of significant challenge. With the national and state economic downturn continuing into 2009, local budgets were forced to cope with shrinking revenues translating into reduced budgets. The challenge for HPL this year was to find the most effective method to deal with the library's budget reduction so that it had the least impact on the educational needs of the community, especially the needs of the students who so heavily rely on the public library for their research. The goal was clear and the process was carefully and painfully deliberated – achieving the required reductions could only be realized by reducing staff and reducing open hours. And so, for the first time in more than fifteen years, the library was forced to reduce its open hours and close one additional day each week.

Despite the daunting challenges that 2009 posed, the library's service numbers were exceptional: our Circulation staff completed an astounding 219,283 transactions this year (a 12% increase over FY08); 99,280 people walked through our doors; we offered 335 children's programs attended by 6,005 program participants (a 15% increase in programs and a 23% increase in participants over FY08); the library hosted 125 Adult and Young Adult programs; and the Reference staff assisted patrons with 9,784 research requests. Harvard continued to be a

community that voraciously read books (the old fashioned printed ones!), as these accounted for 67% of our circulated materials. The library's website – www.harvardpubliclibrary.org - recorded 26,526 hits as patrons used our online resources from home and work, day and night. The library introduced a variety of new online and downloadable resources in FY09. With a Harvard Public Library card patrons can now download audio books, e-books, and movies, and additionally access a wide array of exclusive databases whether in the library or from a remote location. Added to our online offerings this year were a new subscription to *A-to-Z Maps Database* for in-library or remote access, and a subscription to the New England Historic and Genealogical online research databases

As in the past, a dedicated team of library staff were responsible for achieving the milestone service delivered to our patrons in 2009: Reference Librarian Lisa Gagnon along with staff librarians Constance McCormack, Barbara Raab and Renee Voorhees; Children's Librarian Abby Kingsbury along with librarians Jennifer Macmillan and Audrey Alenson; Circulation Supervisor Judy Veno and staff Susan Andrews, Joanne Williamson and Nora Cascadden; Cataloger Nanette Moffa; Library Pages Liz Frothingham, Jenny Duckett, Margaret Frothingham and Emma Wood; and Volunteer Library Monitor Bill Herbert. By year's end Nora Cascadden, Renee Voorhees and Liz Frothingham had moved on to other endeavors.

The countless volunteers who stepped forward to lend their time and talents on a regular or irregular basis became extremely important to the library in 2009. As a reduction to our personnel budget translated into a reduction in our staff hours, we were grateful for the tremendous response of volunteers to assist the library on a weekly basis, at special events, or on an as-needed basis. There were 147 volunteers donating 1,987 hours of service to the library in FY09. I am extremely grateful to these many talented individuals who so generously donated their time and talents in support of HPL.

While there is a near endless list of folks on whose shoulders our success was carried in 2009, special thanks and recognition goes to the Friends of the Harvard Public Library co-chaired by Chris and Susan Frechette. The Friends' successful fundraising efforts each year provide the funds that underwrite the library's 23 Museum Pass subscriptions, fund the Summer Reading Program, fund the Friends of the Arts cultural programs and the Children's programs, and underwrite our Books@Home outreach program. In FY09 the Friends raised and contributed more than \$22,000 to our funding. Special thanks to the Sun Hill Foundation for their FY09 grant to further develop our Audio-Visual collection; we are grateful to the Harvard Woman's Club for their generous donation that added important new local history, fiction, and nonfiction books to our collection and to the Harvard Garden Club for their donation of new gardening books for the collection. Beyond the donation of gardening books, the Harvard Garden Club also delivers extraordinary floral displays to our circulation lobby each week and spends countless volunteer hours improving the gardens and landscape that surrounds the library building. There are three individuals whose longstanding dedication and commitment to the library has been a mainstay of our adult book groups. Recognition and thanks go to Irene Strang and Elsie Shutt who coordinate and lead the monthly Great Books Discussion Group, and to Brown Bag Book Club leader Susan Hardy.

For as many challenges as 2009 presented to HPL, there seemed always to be an equal measure of successes to buoy us. None of these challenges could ever have been successfully navigated without the incredible library staff that rallied to the call, or without the guidance, leadership, and support of the Harvard Public Library Board of Trustees chaired this year by Pete Jackson. I am in your debt for your unwavering support, your dedication and your commitment to Harvard Public Library.

Respectfully submitted,

Mary C. Wilson
Library Director



> > > **LIBRARY TRUSTEES** < < <

Someone once said that with the dawn of the Internet, libraries would become obsolete. Yet, entering the library at any hour of the day in 2009 and you would have seen computer terminals in use, meeting rooms occupied, laptops open, and patrons of all ages using the services and collections available at HPL. Attendance was up in 2009, perhaps an outcome of the poor economic conditions. Ironically, it is these very conditions that led to a reduction from 53 to 46 open hours per week.

In February of 2009 due to increasing difficulties on the state level and concern among town officials of a worsening economy, the library's FY09 budget was reduced by \$40,000. After careful review, the library trustees voted to close on Fridays as a way to meet this reduced budget. As we headed into the FY2010 budget process last spring, it was clear that restoring hours would not be an option for the foreseeable future and the library remained closed Fridays through the remainder of the year.

Library Trustees met with members of the Finance Committee to produce a comparative analysis of 12 public libraries. The conclusions were that compared to other towns, Harvard's library is well-supported and well used by the community. Goals that came out of the study were to increase volunteer opportunities and to establish an endowment account. With the help of students, senior citizens and other adults, we are pleased to state that volunteers are helping more than ever at HPL for which we are extremely grateful. Further, the HPL Book Fund was launched toward the end of 2009 and was successful in raising \$4700 from generous 74 donors by year's end. These funds will be used to purchase library materials with the hope that monies allotted for materials in the FY 2011 budget can be redirected toward restoring Friday hours.

The library trustees bid farewell to long-time trustee Catina Hayden Barbieri in 2009 after she decided to not seek reelection. We would like to thank Catina for her years of service to the town and her dedication to the library. We welcomed Marty Green as the newest member of the board after her election in May.

Library trustees continued to use trust funds to support the maintenance of the library. Trustees Pete Jackson and Chris Frechette continue to give many hours of their time in handling maintenance issues at the facility.

A goal for 2009 was to showcase the art work of local artists. With the help of *For Arts Sake*, we have done just that. Four Agnes Abbot water colors, now part of the library's permanent collection, hang in the alcoves overlooking the pond. These paintings came to the library along with 13 others as a gift to the capital campaign. All but 2 of the paintings were sold during an exhibit of Ms Abbot's work held at the General Store in May and expertly curated by Pam Cochrane.

For Arts Sake also organized an exhibit of a small collection of photos, drawings, and paintings created by local artists. The artwork graced the walls of the browsing area through the fall months and into the new year. We look forward to further collaboration with *For Arts Sake* and appreciate their interest in the library.

The policy on usage of Volunteers Hall was finalized in 2009. The room is available for all events sponsored by volunteer, non-profit Harvard community organizations that serve educational or cultural purposes and are free and open to the public. Volunteers Hall was the venue for concerts, lectures, candidate nights, movie nights, annual meetings, performances, puppet shows, and many other children's programs. Library sponsored programs are supported by library trust funds, the *Friends of the Library*, and the *Friends of the Arts*.

Two events in May honored the service and memory of library trustee Roy Moffa who passed away last year. A special concert to dedicate the library's new piano in Roy's honor featured renowned pianist Jacqueline Schwab. In addition, Roy's bike-riding friends purchased and installed several bike racks for the front of the library.

The trustees wish to applaud three groups, the *Friends of the Library* who support Children's programs, provide museum passes, and help purchase library materials; the *Friends of the Arts* who enthusiastically organize and support programming in Volunteers Hall; and the Harvard Garden Club who tend the plantings both in and out of the library.

In conclusion, the library trustees are indebted to the keen eye and creative management that library director Mary Wilson provides each and every day. Always one to go above and beyond, Mary has managed her staff with finesse through a difficult year. The HPL staff has dealt with reduced hours professionally and continues to provide excellent service to the patrons of the library for which we are very grateful.

Respectfully submitted,

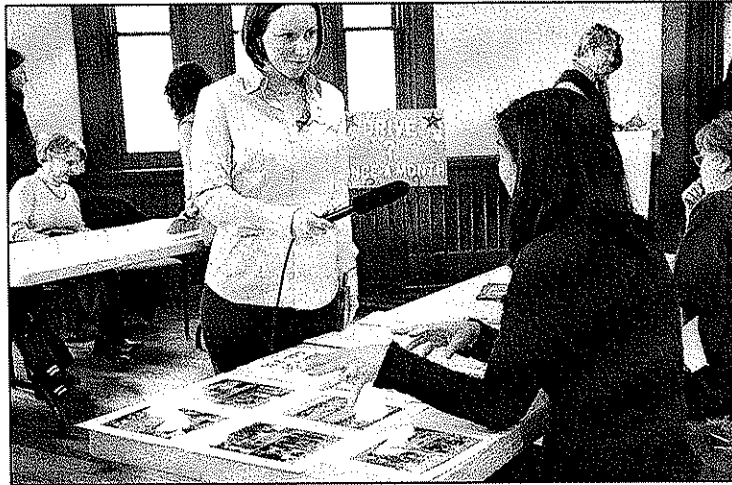
Pete Jackson, Chair
Charles Kronauer

Davida Bagatelle
Chris Frechette

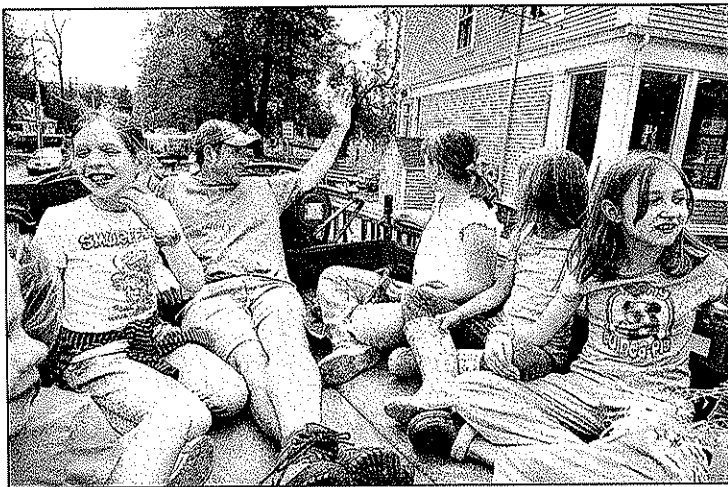
Ginger Kendall
Marty Green



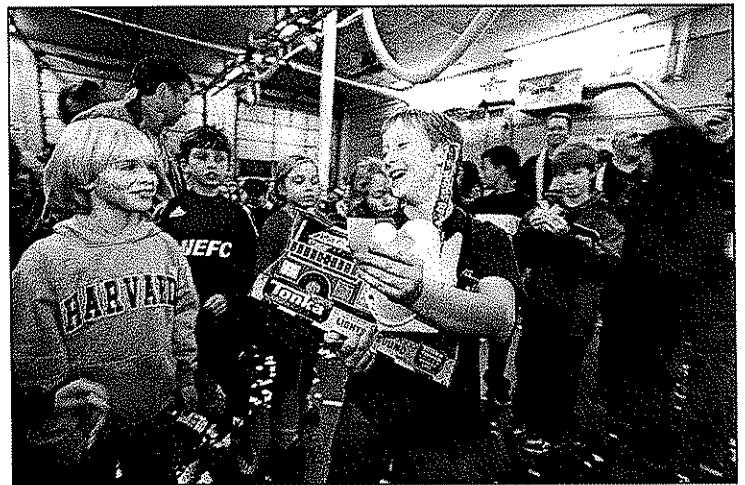
COMMUNITY EVENTS



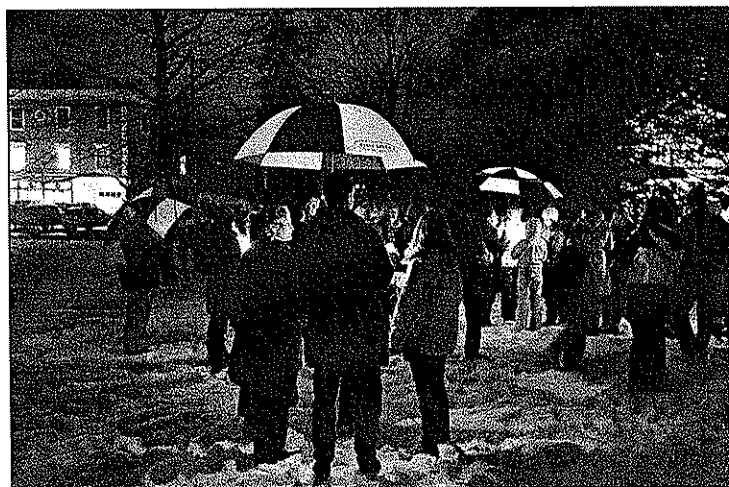
Volunteer Fair



Apple Blossom Festival



Turkey Raffle



Tree lighting

HEALTH AND HUMAN SERVICES

Board of Health, Nashoba Associated Boards of Health, Council on Aging

> > > BOARD OF HEALTH < < <

The members of the Harvard Board of Health would like to thank all those involved in the interesting and diverse discussions that were carried out over the past year.

The issue at the forefront of public discussion was the H₁N₁ (Swine flu) pandemic. As early reports from overseas alluded to the possibility, even likelihood, of severe illness and death as a result of this novel virus, plans were discussed, modified and eventually implemented from the entire spectrum of international through local levels of governance. The CDC worked with the vaccine manufacturers to 'fast track' an effective and safe vaccine to protect this countries population while planning for a strategic response to outbreaks, if they were to occur. At the local level, the two biggest concerns were; first, the contingencies if an outbreak were to occur, and second, how to quickly and effectively distribute the vaccine and inoculate our residents. Information was being released on an almost daily basis and staying current with the discussion required a huge amount of effort. This Board was frustrated with the repetitive refusal of those in charge of our town's finances, to release a few thousand dollars to compensate our administrative assistant for the extra time that was necessary to 'stay on top' of the constantly changing information that was being disseminated about H₁N₁. While much was done to keep abreast of the situation and disseminate the proper information, we feel that our response was limited and are grateful that the 'worst-case' scenario did not occur. In fact, this Board is still 'playing catch-up' with some of its ordinary responsibilities, because of the focus on preventing the fallout of H₁N₁.

During 2009 the board saw the continuation of the slow-down in new permit applications, as well as a shift from the installation of new systems, to the repair and remediation of existing systems. In fact, our Sanitarian, Ira Grossman, has commented that in his 20 plus years here, this continues to be the slowest he's ever seen the local construction industry.

More discussion revolved around the, now approved, 'town center' septic system concept, with much effort being expended to 'flesh out' the final details. The Board still sees the need for town officials to develop a consensus solution that includes funding and inclusionary criteria that will be acceptable to all town residents and taxpayers similarly faced with failing septic systems and inadequate sites for replacement systems.

The HBOH continues to follow the progress and function of the installed Presby® systems to ensure the promised results are delivered. And, as always, is interested in other new 'innovative technology' system designs.

In light of the review of the response to the historic ice storm that occurred in December, we would like to thank those who were involved with providing some of the basic components of

good health, that we ordinarily take for granted, including a basic warm, safe environment, clean drinking water, refrigeration, and functioning waste disposal systems. Thank you!

We, as your Board of Health, continue to address the issues related to health and sanitation, including: Title 5, subsurface sewage disposal systems, protecting ground water, clean and safe drinking water, sewage treatment, and food safety, in the Town of Harvard.

Respectfully submitted,

Thomas Philippou RPh EMT-B, Chair

Lorin Johnson

Jack Spero



➤ ➤ ➤ **NASHOBA ASSOCIATED BOARDS OF HEALTH** < < <

HARVARD 2009

Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in **Harvard**. In addition to the day to day public health work we conduct for Harvard we also provide the following services.

- Maintaining Nashoba's internet web site to provide information for the public. (See *nashoba.org*)
- Through our involvement in the Bioterrorism Regional Coalition we are keeping the Harvard Board of Health up-to date on matters of emergency preparedness planning. We are currently working on the Emergency Dispensing Site plan for Harvard.
- Response to the bioterrorism threat through coordination and communication with the Centers for Disease Control, the MDPH, the Massachusetts Emergency Management Agency, and the Northern Middlesex Regional Emergency Planning Committee (LEPC) of which Harvard is a member.
- Nashoba assisted the Board with the H1N1 pandemic by coordinating and administering the H1N1 flu vaccine for the resident of the district with the assistance and support of your school district.
- Response to health related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.
- Response to state mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained.

We look forward to continuing our work with **Harvard's Board of Health**. Included in highlights of 2009 are the following:

- Through membership in the Association, Harvard benefited from the services of Nashoba staff including: **Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical & Occupational Therapists, Licensed Social Workers, Nutritionists, Certified Home Health Aides, and Registered Dental Hygienists.**
- Provided health education programs in collaboration with the Harvard Council on Aging.
- Reviewed **67** Title 5 state mandated private Septic System Inspections for **Harvard** Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Harvard Board of Health for enforcement action.

By the Harvard Board of Health's continued participation in the Association you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost!

Environmental Health Department

Environmental Information Responses

Harvard Office (days)80

The Nashoba sanitarian is available for the public twice a week at the Harvard Board of Health Office.

Food Service Licenses & Inspections.....10

Nashoba annually mails out and receives application from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. All licensees are inspected using an at risk inspection method. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

Beach/Camp Inspections.....15

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality every other week during the summer and more often if a problem is suspected.

Septic System Test Applications.....34

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

Septic System Lot Tests.....80

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.

Septic System Plan Applications34

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

Septic System Plan Reviews.....64

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

Septic System Permit Applications (new lots)18

Septic System Permit Applications (upgrades)13

Applicants' approved plan submittal and Board of Health requirements are incorporated into a permit to construct the septic system.

Septic System Inspections.....25

Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.

Septic System Consultations.....15

During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.

Well Permits.....9

Water Quality/Well Consultations13

Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assist the BOH by reviewing well plans, securing well water samples, and interpreting water quality test results.

Rabies Clinics - Animals Immunized33

Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers, and sending home flyers through local schools. In addition, since the recent raccoon rabies epizootic Nashoba has arranged for delivery of over 500 animal specimens to the State lab in Boston for analysis and has counseled possible exposure victims to seek medical assistance.

Nashoba Nursing Service & Hospice

Home Health

Nursing Visits.....1078

Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician's orders. These services include

assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

Home Health Aide Visits1065

Nashoba’s Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.

Rehabilitative Therapy Visit622

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

Medical Social Service Visits.....70

Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

Hospice Volunteer and Spiritual Care Visits.....136

Nashoba’s Volunteers and Clergy provide patients with emotional and spiritual support, companionship and guidance.

Clinics

Local Well Adult, Support Groups, & Other Clinic

Visits.....275

Visits include well adult clinics, and immunization, cholesterol exercise, mental health and bereavement clinics.

Number of patients that attended
Flu Clinics held in Harvard 160

Number of patients whom received
Flu Shots that live in Harvard 120

Number of H1N1 flu vaccinations given..... 499

Number of patients whom received
Pneumovax Vaccine.....3

Number of patients whom attended Well
Adult Clinics from Harvard105

Communicable Disease

Communicable Disease Reporting & Control

Nashoba's Nursing Service & Environmental Health Department work together to meet the local Board of Health's responsibilities under the law to do the following:

- Investigate and control the spread of communicable diseases within **Harvard** (MGL Chap111, Sec 6, 7, and 92-116). Nashoba works with the Massachusetts Department of Public Health (MDPH) in this area.
- Receive and process reports from physicians concerning cases of diseases "dangerous to the public health" as defined by MDPH (MGL Chap111, Sec6)
- Notify MDPH Division of Epidemiology and Immunization within 24 hours of receiving notice of any case "dangerous to the public health".
- Receive reports and undertake follow-up as necessary regarding certain food borne and waterborne diseases and diseases being monitored by the MDPH.
- Receives reports, investigates and conducts follow-up on all incidences involving positive rabies results.

Number of Communicable Disease cases

Investigated 64

Communicable Disease Number of Cases

- Babesiosis.....2
- Borrellia Burgdorferi.....7
- Giardiasis 1
- Hepatitis 3
- Human Granulocytic Anaplasmosis.. 1
- Influenza 4
- Lyme Disease..... 43
- Salmonellosis 2
- Varicella..... 1

Health Promotion

Skilled Nursing.....38

Dental Health Department

Examination, Cleaning & Fluoride - Grades K, 2 & 4

Nashoba's Registered Dental Hygienists, operating out of the school nurse's office and records, provide these services to those children whose parents have given written consent.

Students Eligible.....228

Students Participating.....126

Referred to Dentist.....6

Instruction - Grades K, 1 & 5

Nashoba's Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades.

Number of Programs.....5

Respectfully submitted,

James Gareffi
Nashoba Associated Boards of Health



➤ ➤ ➤ COUNCIL ON AGING < < <

The phenomenon of increasing numbers of senior citizens in the United States continues. According to the Administration on Aging, the population age 65 and over will increase from 35 million in 2000 to 40 million in 2010 (a 15% increase) and then to 55 million in 2020 (a 36% increase for that decade). By 2030, there will be about 72.1 million persons over 65. Locally, we too continue to see a rise in the number of senior residents and as the number of seniors in town increases and our department becomes better known and utilized, the number of seniors using our services has increased as well.

STAFFING: The staff now consists of: a full time director, an outreach coordinator working 16 hours per week, and a program coordinator working 7 hours per week. These staff positions are funded through both local tax revenue and a grant from the Executive Office of Elder Affairs. The services of the Council on Aging continue to be provided by both the paid staff and dedicated volunteers who supplement their work.

SOCIAL SERVICES: The COA manages a caseload of seniors who have significant issues with health and aging or are living alone with little or no support. The outreach worker conducts home visits on a regular basis and the seniors' needs are carefully monitored by the director, who is a licensed social worker. Communication with family living near or far is a critical component and constant advocacy is a must. All contact is carefully documented and confidentiality is strictly maintained.

PROGRAMING: The COA offers a wide range of programs for physical, social and intellectual well being. A list of these services appears later in this report.

HIGHLIGHTS OF 2009

FULL TIME DIRECTOR

In July 2009, we were able to increase our director's hours from 30 to 40 per week and realized a long-held goal to have a full-time social worker and administrator. This allowed the Hildreth House to be open 5 days a week and has given seniors and community members increased access to social services and expanded programming.

PROGRAMMING

We added a Living Alone support group, a Men's Morning Club, Tai Chi Classes, and a movie series at the library to our list of services and activities.

We organized and sponsored 31 trips and invited in 19 speakers.

FACILITY AND TECHNOLOGY IMPROVEMENTS

Thanks to many dedicated hours by a volunteer, Karen Cruise the COA now has a new software system being used to track the many statistics that we are required to keep for the Commonwealth. This replaces a very outdated system for which technical support was no longer available.

We moved the computer lab into a room at the Hildreth House that the cable committee was no longer using. This provides much-needed space for staff and volunteer office spaces.

Extensive time and attention was put into the new Town Web site making the COA pages much more informative and user friendly for seniors and their families.

COMMUNITY OUTREACH

The COA and the Harvard Public Schools jointly received a grant to provide education around the issue of prescription drug use, misuse and abuse. Senior citizens and the Bromfield staff received important information and education about this topic.

In an attempt to make reaching seniors easier in an emergency, we have compiled a list of all persons over the age of 60 and their home phone numbers, if they are public record. If seniors want to check the accuracy of this information, they are invited to call the COA office to verify information on file or add additional contact phone numbers.

Through a collaborative grant with the Indian Hill Music School from the Harvard Cultural Council, we were able to offer a series of classes on music history and appreciation.

Information packets have been developed to give to all new senior citizens who move to Harvard.

FRIENDS OF THE HARVARD COA

The Friends of the COA held a second highly successful fundraiser fashion show, raising nearly \$6000 to support and supplement the COA. The Friends are using their funds to pay for the monthly newsletter and to produce a new brochure that will help raise awareness of COA activities and services.

ADDITIONAL SERVICES OFFERED BY THE COA

- **Information and referral:** The staff is well informed about services that might be needed and helpful and disseminates information and gives referrals on a daily basis.
- **Exercise/Fitness:** The COA currently runs 5 aerobic exercise classes a week, 2 Tai Chi classes each week and a weekly yoga class. The health benefits of exercise and fitness are well documented and the COA seeks to make it convenient and affordable for seniors to participate in forms of exercise that are tailored to all levels of fitness and physical ability.
- **Medical Equipment:** The COA maintains an equipment-lending room with walkers, canes, commodes, crutches, shower chairs and wheelchairs available for loan, free of charge.
- **Monthly Newsletter:** A monthly newsletter describing services, programs, and helpful hints and tips is mailed to all Harvard residents over the age of 60 and is also available on the town website.
- **Men's Morning Club:** Senior men are given the opportunity to get together once a week for social gathering at Hildreth House.
- **Senior Tax Work-Off:** The program managed by the COA allows seniors to work for various town departments and earn up to \$750 off of their property taxes.
- **Hildreth Café and Brown Bag lunch:** The COA sponsors a weekly lunch on Tuesdays, where all interested seniors can enjoy a hot meal for a donation of \$2. On Thursdays, a brown-bag lunch is offered as an additional opportunity to get together and socialize.
- **Card Games:** There are card games each week at the Hildreth House, which provide opportunities to meet together, socialize, and enjoy mental stimulation.
- **Computer Center:** A well-equipped computer center is available for senior use on topics such as Internet exploration, digital photography, e-mail, genealogy, and personal finance. Classes taught by volunteers are offered periodically and in-home assistance can also be arranged.
- **Podiatry clinics:** The COA brings in a podiatrist every other month to see seniors at the Hildreth House for routine foot care. The charge is \$25 (payable directly to the doctor), which is significantly cheaper than the cost in a physician's office, as this service is rarely covered by insurance.
- **Living Alone Support Group:** A support group is offered as needed for those who are living alone. Topics covered include: finances, coping with the holidays, safety, nutrition, travel/vacations, and social isolation.
- **Transportation:** The COA administers the use of a van for transportation to medical appointments, shopping, banking, scheduled events, etc. A small fee is charged according to the distance travelled.

- **Speakers, Workshops, Classes:** The COA offers a variety of lectures and educational programs throughout the year. (Examples include: Medicare, downsizing, elder Law, physicians speaking on various diseases and illness, tax Preparation, etc)
- **Trips:** The COA sponsors approximately 2- 3 daytrips per month to a wide variety of concerts, museums, historical sites, restaurants, sport venues, theater productions, etc. An attempt is made to offer both long-day and short-day outings to accommodate all levels of physical stamina.
- **Intergenerational Programming:** Several programs are offered each year that bring younger and older generations together. Examples include: Boy Scout men's breakfast, Bromfield Student Council luncheon, Girl Scout holiday tea.
- **Fuel Assistance:** The COA is responsible for reviewing applications to the town fuel-assistance program and making recommendations for funding assistance to the Town Administrator.
- **Wellness Clinic:** The COA hosts the Nashoba Nursing Service personnel monthly to provide blood pressure screenings, nutritional counseling, and seasonal flu and pneumonia vaccinations.
- **Birthday Acknowledgement:** Cards are sent to Harvard seniors on their birthdays beginning at age 70 and every 5 years thereafter.
- **Annual Barbeque:** Each year the Board of Directors sponsors a BBQ at the Hildreth House for Harvard seniors.
- **Friendly Visitor Program:** The COA trains and pairs up volunteers with Harvard seniors who would benefit from a one-on-one social experience.

We would like to express our thanks to retiring member Jeff Harris for serving faithfully on the Board and welcome Mike Peters as our newest member.

Respectfully Submitted,

Board of Directors: Carlene Phillips, Co-Chair	Sharon Briggs Co-Chair	Jan Goodell
Barbara Kemp	Connie Larrabee	Bill Mohn
Fran Nickerson	Colleen Nigzus	Mike Peters

COA Staff: Ginger Quarles, Director	Maria Holland, Outreach Coordinator
Bill Herbert, Program Coordinator	

Harvard seniors





PUBLIC WORKS

*Public Works Director, Cemetery Commission, Water Commission,
Town Center Sewer Project*

> > > PUBLIC WORKS DIRECTOR < < <

The Department of Public Works enjoyed a very productive year in 2009. This report summarizes a list of achievements for which this department is very proud to have offered the residents of the town.

December 2008 Ice Storm Cleanup

From January thru June, the staff's attention was primarily focused on the immense effort of clearing our roads of the tree debris inflicted by the December ice storm. Our crew in conjunction with outside contractors, collected, chipped and disposed of close to 30,000 cubic yards of debris. This work was conducted using rigorous guidelines set up by FEMA who financed a portion of the cleanup.

Highway Department

- Paved Littleton Road (#295 to Pinnacle Road), graded the roadway shoulders, dug out and stone lined many open drainage ditches and made numerous drainage improvements.
- Crack filled the entire length of Bolton Road, Finn Road, West Bare Hill Road, Jacobs Gate Road and a portion of Stow Road.
- Repaired the severe frost heaves at the Prospect Hill Road Curve.
- Motor graded all town owned dirt roads.
- Painted crosswalks in the downtown area and also on Mass. Ave. in the school zone.
- Swept the entire town, repaired numerous washouts and potholes. We cut and cleared many fallen trees from the roadways.
- Mowed roadway shoulders, cut back vegetation on all major intersections and mowed all the conservation fields.
- Regularly cleared roadway drainage culverts due to beaver activity and installed many newly designed beaver deceivers.

Winter of 2008-2009

The public works staff of 11 once again stepped up and rose to the task of plowing our 65 miles of roadway (130 lane-miles). This represents close to 12 lane-miles of roadway per staff member. This is the highest productivity level per man in the entire area. In addition, we plow the parking lots for all town and school facilities as well as our churches. A recent Boston Globe

We take great pride in providing cost effective service to the community especially during these difficult financial times. It should be noted that we are mindful of the environment and use a reduced mix of salt and sand on our roadways. This is very important because most of our residents get their water from private wells.

- We received 80" of snowfall
- We had 20 snow events
- We had to plow 14 times
- We sanded the roadways 48 times during the winter
- We distributed 1588 tons of salt and 2900 tons of sand

Water Department

- Completed the installation of a new 8 inch water main on Oak Hill Road from Cross Street and extending down Fairbanks Road to Littleton Road, including Littleton Road to #15. It replaces an eighty year old unlined 6 inch water main. The new main provides increased water pressure for fire protection, as well as, improved water quality.
- Installed new water services on:
 - Mass Ave. – 2 customers
 - Bolton Road – 5 customers
 - Littleton Road – 6 customers
- Completed a system wide "Flushing Program"
- Drafted a DEP required comprehensive "Emergency Response Plan"
- Installed new programming for the collection of well pumping data.
- Updated our water system distribution mapping.
- Completed a system wide "Leak Detection Program"
- Installed new emergency chlorination equipment at the water pump house.
- Water system operators undertook training to implement new protocols to satisfy the new "DEP Groundwater Rules"

Transfer Station

- Completed the transition of the Transfer Station to modified "Single-Stream Recycling". The work included installing two new recycling compactors allowing for the commingling of all paper recycling products and plastic/metal container recycling.
- Removed and stored 4 vertical baling machines. No longer needed in our operation.
- Set up new traffic circulation patterns by painting lines, installing signs and placing cones.

Pond Committee

- Managed the dredging of peat from approximately one acre of pond bottom.
- Conducted a dam inspection at the Bare Hill Pond.

Miscellaneous

- Installed waste oil heaters to heat the Highway Garage.
- Set up a waste oil collection program.
- Constructed a stone wall at the Town Beach for the Nancy Brown Memorial.
- Opened and closed Town Beach and replenished sand to beach.
- Prepared cemeteries for Memorial Day
- Provided grounds maintenance to all public and school facilities
- Maintained all playing fields and parks
- Operated and maintained Town Cemeteries.

We pride ourselves with providing superior customer service. We urge you to call us if we can be of assistance in the future. The department and its staff would like to thank the residents of the town for their continued support this past year. We pledge to continue our tradition of service to the community this coming year.

Respectfully Submitted,

Richard C. Nota, Public Works Director



➤ ➤ ➤ CEMETERY COMMISSION < < <

The Cemeteries were finally cleared of storm debris and fully operational by mid July. Special thanks to all the people in Town that helped get Bellevue Cemetery ready for the Memorial Day Celebration.

For the year we sold 48 graves: had 10 full internments, 18 cremation internments and 2 Exhumations in Bellevue Cemetery as well as an internment of Ashes in an old family plot at the Center Cemetery.

After much discussion, the Cemetery Commission voted to join with the Historical Commission to preserve the grave markers in the Shaker Cemetery. These makers (Lollipops) are of a unique cast metal design; which weather and well intention efforts at preservation has eroded them. There is a need NOW to preserve these one of kind Marker for future generations.

Respectfully submitted,

Bruce Dolimount

John Spero

Whit Sprague



➤ ➤ ➤ WATER COMMISSION < < <

The Town of Harvard Water Commission is pleased to report on an active year in 2009. We welcomed a new Commissioner, Joshua Gould, who brings both experience and passion to the commission.

Our main focus remains to provide a safe and reliable water supply to our customers. The Commission works closely with Mr. Richard Nota, the Director of Public Works, who provides the manpower, supplies and equipment to ensure the system is safe and reliable. There are sixty five customers on the system with the Harvard Public School district being our largest consumer, with nearly 1400 students and staff relying on our system daily.

The Harvard Water System is currently in compliance with all state and federal drinking regulations. Several improvements were made this year with the upgrade of service piping and connection to local customers. Specific details are outlined in the DPW annual report section. Replacement of unlined cast iron piping remains a priority for future years. Another key priority is to evaluate new water sources to reduce risk of potential threats to the Pond Rd wells. These actions will maintain water quality and improve reliability of the system as a whole.

The commission is committed to protecting our wells by meeting water quality requirements and guidelines, review and support of the 2006 source protection plan and educating the public. We continue working with the Board of Selectmen, Department of Public Works, Park and Recreation and the School Committees to engage interest and support of local officials.

Lastly we dedicated the wellheads on Pond Rd as the “David Swain Wellhead Protection Area” recognizing the long-term service of the late commissioner to the town.

Respectfully submitted,

Walter ‘Rick’ Dickson

Curtis Howes

Joshua Gould



➤ ➤ ➤ TOWN CENTER SEWER PROJECT < < <

Two thousand nine marked a milestone in the decade’s long effort to solve the town center’s waste water disposal issues.

In January, the Town Center Sewer Action Group (TCSAG) presented its report to the Board of Selectmen and recommended “a Low Pressure Sewer System (LPSS) utilizing existing treatment capacity at the Massachusetts Avenue waste water treatment facility to serve 64 existing properties in the Town Center, including Town Hall, Hildreth House, the Old Library, the existing commercial use properties on Still River Road, Massachusetts Avenue and Pond

Road and the three churches.” The report went on to say that “the capitalized construction costs for this LPSS would include the waste water treatment plant upgrades recommended by our consulting engineers and the replacement of the existing pump station at Harvard Elementary School.”

The report was well received by the Selectmen and the TCSAG moved on to the tasks its report proposed in order to inform the public and bring the sewer question to Town Meeting. By March, the TCSAG began to hold a series of public meetings with property owners in the proposed district to disseminate details of the plan and get feedback from the public. The feedback from these meetings resulted in the TCSAG re-examining some of the capital cost apportionment and settling on a project where the capital cost of the waste water treatment facility upgrades required to continue to operate the Massachusetts Avenue facility would be bourn by the Town and the capital costs of the collection infrastructure necessary to serve the town center properties would be apportioned among those served. By the end of April, the basic capital cost apportionments, key project measures which would act as circuit breakers if the project costs changed and an organizational structure to implement the project comprised of a Sewer Building Committee and Sewer Policy Committee where in place.

Meanwhile, the TCSAG and Town Counsel worked on the articles necessary at Town Meeting to enable the project to proceed with the voter’s approval. The Selectmen placed two articles on the ATM warrant. Article 24 was a Home Rule Petition, which would adopt most the provisions of MGL Chapter 83 with some key changes tailored to Harvard’s particular needs, including a growth neutrality clause, the creation of a sewer district enterprise fund and the ability to extend betterment repayment periods beyond twenty years. Article 25 was a debt exclusion article to authorize, subject to the passage of a debt exclusion ballot question, the borrowing of \$2 million to fund the design and construction of a town center sewer system. In early May, these measures passed resoundingly at Town Meeting and at the polls.

Shortly thereafter, the town executed a contract with Norfolk Ram Group and Weston & Sampson to prepare the Preliminary Engineering Report that was to be submitted to DEP by the September deadline for project evaluation and priority ranking for State Revolving Funds to finance the project.

The Board of Selectmen appointed members to the new Town Center Sewer Building and Town Center Sewer Policy Committees to continue the steps towards project implementation. As of January 2010, the Preliminary Engineering Report is being evaluated by DEP, the Policy Committee is meeting to come up with a set of financial and operating policy recommendations to the Board of Selectmen and the Building Committee is overseeing another engineering contract to do the actual collection system and waste water treatment facility designs.

If all goes well, financing may be secured, the project put out to bid and actual construction taking place later this year.

Respectfully submitted,

Chris Ashley, Chair

Town Center Sewer Action Group & Town Center Sewer Building Committee

ENVIRONMENTAL PROTECTION

*Conservation Commission, Bare Hill Pond Watershed Management
Committee, Agricultural Advisory Committee,
Historical Commission, Park and Recreation Commission*

> > > CONSERVATION COMMISSION < < <

The Harvard Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen for renewable three-year terms, an associate appointed annually, and is supported by a Land Use Administrator/ Conservation Agent shared with the other Town Land Use Boards. The Commission has a primary role in administering the following statutes and regulations:

- Massachusetts Wetlands Protection Act, M.G. L. 131, Section 40;
- Massachusetts Wetland Protection Regulations at 310 CMR 10.00;
- Town of Harvard Wetlands Protection Bylaw, Town Code Chapter 119, and
- Town of Harvard Wetlands Protection Bylaw Rules and Regulations

The Commission is also involved, in coordination with other governmental bodies, in numerous other activities including the following:

- Management of conservation properties in Harvard;
- Review and comment on forest land, agricultural land, and recreational land purchase options under M.G. L. Chapters 61, 61A and 61B;
- Review and comment on zoning and planning applications under M.G.L. Chapter 40A & Chapter 41
- Review and comment on affordable housing development plans under M.G.L. Chapter 40B;
- Review and comment on forest management plans under M.G. L Chapter 132;
- Administration of the Massachusetts Public Waterfront Act, M.G. L. Chapter 91 and associated Public Waterfront Regulations at 310 CMR 9.00; and
- Review and permitting of beaver controls under M.G. L. Chapter 131.

In addition to the statutes and regulations listed above, the Conservation Commission reviews permit applications received by the Planning, Zoning Board of Appeals, and Board of Health offices as part of an internal review to determine if the proposed activity involves matters within the jurisdiction of the Conservation Commission. In some cases, this review process involves a visit to the site to verify the absence or presence of wetlands and lands adjacent to resource areas.

The Commission holds public meetings on the first and third Thursdays of each month, or as otherwise announced. Meetings normally begin at 7:00 p.m. and are held in the Meeting Room located in the back of Town Hall.

Wetlands Protection

The Conservation Commission's primary duties include reviewing and issuing several types of wetlands-related permits under the Massachusetts Wetlands Protection Act and the Town of Harvard Wetlands Protection Bylaw. Most projects involving proposed disturbance in or within 100 feet of the edge of a wetland (200 feet in the case of perennial rivers, streams, ponds, and vernal pools) will require the project sponsor to file a Notice of Intent (NOI). This process involves a comprehensive review of potential project impacts to protected areas and typically results in the issuance of an Order of Conditions by the Conservation Commission. A specific subcategory of NOI known as an Abbreviated Notice of Resource Area Delineation (ANRAD) is used for confirming wetland lines. Applicants proposing projects with limited potential impact may be advised to submit a Request for Determination of Applicability (RDA). The RDA process is generally less demanding upon the applicant than the NOI process.



To help Harvard residents know when they need to obtain a wetland permit, a set of instructions, forms for filing, and the Harvard Wetland Rules and Regulations are available at the Commission's office during the Commission's public hours, as well as on line at www.harvard.ma.us. The Commission's Administrator/Agent welcomes inquiries, and residents are also encouraged to meet informally with the Commission during its public meetings to obtain additional guidance in understanding permitting requirements.

The Conservation Commission held a total of 24 public meetings during 2009, as well as numerous site visits at proposed project sites. With the recent state of the economy the Commission saw an increase in Extension of Order of Conditions as in most cases applicants had not begun the project due to funding. Our activity statistics for the year are as follow:

Type of Activity	2009	2008	2007
Notice of Intent	14	10	23
Order of Conditions (Approvals)	15	7	23
Order of Conditions (Denials)	0	1	0
Abbreviated Notices of Resource Area Delineation	0	1	1
Orders of Resource Area Delineation	1	0	1
Request for Determination of Applicability	12	7	3
Determination of Applicability	11	7	4
Certificate of Compliance	12	21	14
Extension to Order of Conditions	9	3	5
Enforcement Orders	4	6	2
Amended Order of Conditions	1	3	5

We would like to recognize and thank the vast majority of Harvard residents who work very diligently with the Commission to preserve our environment, heritage, and way of life through thoughtful development.

Enforcement Orders are issued when there is reason to believe that alteration to a wetland or land within 100' of a wetland has been performed without a filing. Enforcement Orders, although lower this year, have increased over the past few year in part to the hiring of a Conservation Agent, who conducts routine visits to ongoing projects throughout Town.

A Site Assessment and Management Plan for the Prospect Hill Conservation Area was completed by Land Stewardship, Inc. and accepted by the Commission with the guidance of the Land Stewardship Subcommittee. The Commission is currently in the process of carrying out the recommendations of the Plan by pursuing the protection of contiguous land, following up on the noted encroachment onto Conservation Land by an abutter and working with the Highway Department to contain and manage the runoff from the transfer station.

Town of Harvard Wetlands Protection Bylaw Rules

With the 2006 passing of the amended Wetland Protection Bylaw at Annual Town Meeting came the daunting task of amending the rules. In 2007 the Commission spent numerous meeting hours drafting, finalizing and passing of new regulations. In 2008 the Commission determined that the existing regulations needed a few minor touch-ups and were being reviewed during the final months of the year. Revised regulations became in acted in February 2009.

Conservation Land Acquisition and Management

The Conservation Commission continues to work with various local organizations to manage the Town's open space and conservation land. For 2009, we would like to again thank Phil Knoettner of the Harvard Conservation Trust who continues to lead the Harvard Trailkeepers, who continue their ongoing work which results in many miles of trails being kept in good condition to the benefit of all users of the Town's conservation lands.

The Commission continues to work with the Bare Hill Pond Watershed Management Committee, supporting its efforts to manage the overall ecological health of Bare Hill Pond in general and the growth of invasive aquatic weeds in particular.

In addition to protecting wetlands, the Conservation Commission also promotes the acquisition of land within Harvard for conservation purposes and manages all land so acquired. 2009 was absent of any new activity in this area.

Over the years, generous citizens have gifted over 30% of Harvard's approximately 2,000 acres of conservation land to the Town. The Commission continues to discuss with landowners the possibilities of future gifts or purchases of land for conservation. Sometimes gifts are of a monetary nature, designated for the Conservation Commission's Conservation Fund. The Conservation Fund was established through the Conservation Commission Act, M.G.L. Chapter 40 Section 8C and is dedicated for the specific purpose of purchasing or managing conservation land. Currently the Commission receives funding for open space purchases through the Community Preservation Act.

Conservation Commissioners and Staff

The creation of a Conservation Agent position in late 2007 has allowed for the monitoring of projects during all phases of work, as well as having an even larger effect on better shared

information and filings with the other Land Use Boards. This change has also resulted in better access to the Commission in terms of availability of live assistance and immediate response.

In 2009 the Commission said good-bye to one of its long term members, George Watkins. George served on the Commission for over ten years and was a valuable asset to the Commission that will be greatly missed. The Commission would like to thank George Watkins for his time spent and dedication to Conservation.

George's position was filled by associate member Joshua Gould, a life long resident of Harvard, who in December decided to resign from the Commission to focus on his duties on the Water Commission, in which he had been elected to earlier in the year. Shortly before Josh's resignation the Commission gained a new Associate Member, Patrick Doherty. Patrick is new to Town, but not to environmental issues, working professionally in the environmental sector for well over the last decade. By the end of 2009 Patrick has completed two of the eight Fundamentals for Conservation Commissions available through the Massachusetts Association of Conservation Commissions.

Several Commissioners wear more than one hat, working in concert with other boards on projects of joint interest. Wendy Sisson is the Commission's liaison to the Land Committee of the Harvard Conservation Trust; member of the Trail Keepers Committee and serves as the Commission's representative on the Land Stewardship Subcommittee. Charlie Gorss is the Commission's representative on the Community Preservation Committee. Paul Willard serves as the Commission's liaison to the Department of Public Works.

We invite anyone interested in Conservation to attend our meetings.

Respectfully submitted,

Paul Willard, Chair

Charles Gorss

Wendy Sisson

Don Ritchie

Janet (Jaye) Waldron

Jim Breslauer

Patrick Doherty, Associate Member

Liz Allard, Land Use Administrator/Conservation Agent



➤ ➤ ➤ BARE HILL POND WATERSHED MANAGEMENT COMMITTEE < < <

We are pleased to report on the activities of the Bare Hill Pond Watershed Management Committee during the past year. Our mission is to protect, preserve and enhance Bare Hill Pond and its watershed. Our long term strategy is focused on two major threats that led to Bare Hill Pond being classified as endangered 10 years ago: invasive aquatic species (principally milfoil, fanwort and water chestnut) and excessive levels of phosphorous that promote the growth of invasive species and put at risk the health of the pond and its ecosystem.



After taking a planned year off from pumping in 2008-9, we achieved a 6 foot draw down this year seeking to expose the invasive species at the beach and other areas previously not impacted by prior 5 foot draw downs. At this level, we were also

able to initiate the first significant excavation project at the Town Beach with the assistance of Rich Nota, our DPW director, who managed the project. The goal of this effort was to demonstrate the benefits of removal of peat and organic sediment from shoreline areas as a means for reducing phosphorous and for restoring the native Pond habitat to make it more hospitable to non-invasive animals and plants. Based on our experience this year, our plan will be to expand the project into the swimming area at the beach which should also significantly reduce the invasive species in that area. We have managed this work under the close supervision of the Conservation Commission with the goal of assuring the protection of the watershed and the restoration of the Pond.

Another significant milestone this year was initiation of our next major project to control the storm water runoff into the North end of the Pond from Town Center and the main roads. We initiated this project by seeking 2 follow-on grants from the Massachusetts Department of Environmental Protection (funded by the U.S. EPA) of approximately \$584,000. We were encouraged to apply following our prior grant to build the pumping station and develop a watershed protection plan. Our local match is achieved through a combination of our existing budget, a CPC grant of \$119,100 received last year for the project, and credits for volunteer time and DPW activities that contribute to the watershed such as street sweeping. The result is that we have designed and plan to construct storm water treatment “gardens” to treat existing storm water runoff so that we can begin to manage the in-flows of phosphorous and other pollutants into the Pond. We encourage you to visit the Pond Committee Page on the new Town Website to learn more about the project.

We are again very grateful to the many volunteers who offer their time and assistance on many of our projects during the year ranging from managing the draw down, planning the storm water treatment project, monitoring the environmental health of the watershed by conducting water quality testing, amphibian and fish counts, participating in water chestnut weed pulls, invasive species monitoring, and outreach and educational activities. We are especially thankful to Rick Dickson who has operated the mechanical harvester and pursued the water chestnuts with a vengeance – reducing the number of harvester loads from over 60 last year to 14 this year. We are very hopeful to see further declines and a possible end in sight for water chestnuts in the Pond.

We encourage anyone with an interest in the Pond to give any of us a call and get involved. We all love the Pond and your participation is a great way to give back to the environment and the community.

Bruce Leicher, Chair
Tom Gormley
Liz Swain, student member

Jeff Ritter
William Johnson

Nick Browse
Robert Blanck

◆ ◆ ◆
 > > > **AGRICULTURAL ADVISORY COMMITTEE** < < <

The Harvard Agricultural Advisory Commission continues to meet monthly on the 4th Thursday of the month in the town hall year some of the members attended the Commissions held in Worcester, members of other Ag Commissions what issues they were involved in, and communities. Compared to other agricultural friendly community that not only supports agriculture, but has few agricultural issues to resolve. We have continued to advise the horse owners association on trail matters, and have acted as a liaison with the conservation commission. We recently worked with all the PYO and cut your own farms in town, and the Board of Selectmen to update the seasonal PYO sign regulations. Open communications and discussions are vital to a successful Ag Commission in any community. Again this March, some of our members will be attending the 2nd annual meeting of Ag Commissions to hear an excellent selection of speakers on important agricultural issues. We invite any and all interested residents to come to us with agricultural issues so that we may advise or assist you in understanding agriculture in our community.



Respectfully submitted,

Franklyn Carlson, Chair
 Peter Basile
 Bill Barrett (alt)

Wendell Willard, Vice Chair
 Candace Frazer
 Al Coombs (alt)

Sean Bilodeau
 Pam Browning (alt)

◆ ◆ ◆
 > > > **HISTORICAL COMMISSION** < < <

Many antique buildings grace Harvard's architectural landscape. Find them in the Harvard Common, Shaker Village, Still River, and throughout the town. Their presence defines Harvard's character and makes our town distinctive—a particularly well-preserved historical New England landscape. Harvard's residents have long valued this historical heritage and been good stewards of these important assets. In 1973, residents voted to form the Historical Commission as a key means of preserving Harvard's historical character.

The Historical Commission oversees proposed modifications to the Harvard Common and Shaker Village historical districts and advocates for historical preservation. It is a nine-member board that meets monthly.

Commissioners this year included Doug Coots (AIA), Chris Cutler (BOS, liaison to the CPC), Jonathan Feist (Planning Board), Lyn Horowitz (BOS), John Martin (alternate), Rudy

Minar (alternate), Roseanne Saalfeld (Conservation Commission), Rhonda Sprague (Board of Realtors), and Jared Wollaston (BOS).

In 2009, besides its usual work of reviewing and guiding proposed modifications to structures in historical districts, the Historical Commission submitted an application for Community Preservation funds towards restoring the Shaker Cemetery and co-sponsored another for the restoration of Town Hall. In collaboration with the Harvard Historical Society and Fruitlands Museum, we gave an award for Historical Preservation at the Bromfield Science Fair.

We are grateful to the town for voting to support our efforts to create road signs marking entrances to the two historic districts, funded by Community Preservation funds and a generous contribution from the Harvard Women's Club.

We always need more help, for tasks from photocopying to event organization to restoration tasks to clearing brush. If you would like to volunteer, please contact us via Town Hall.

Respectfully submitted,

Jonathan Feist, Chair
Roseanne Saalfeld
Rhonda Sprague

Doug Coot
Evelyn Horowitz
Rudy Minar (alternate)

Chris Cutler
Jared Woolaston
John Martin (alternate)



➤ ➤ ➤ **PARK AND RECREATION COMMISSION** < < <

We hereby submit our annual report for the year 2009. In May the board welcomed John Lee as a newly elected member to the Park and Recreation Commission.

Charged with the direction of town recreational activities, the Park and Recreation Commission is made up of five members elected to staggered three year terms. The commission oversees the organization and direction of the Town's summer and winter recreational programs, maintenance of the Common, the playing field and the Town Beach. The Commission is also responsible for the hiring of lifeguards and other safety personnel.

The Commission's town budget is divided into four organizational accounts: Commons & Schools, Beach Expenses, Groundskeeping, and Waterfront Director. In 2009 the total budget for the four accounts was \$69,530. The Commission partners with the Department of Public Works to provide basic field maintenance (mowing and fertilizing) that can be supported within our current funding. In order to provide any enhancements to our playing fields or commons, we need to find alternative funding sources. Our recreational programs continued to be self-funded with revenues generated by user fees (i.e. beach stickers, swim lessons, boat storage).

Last winter the Commission endorsed the efforts of Fruitlands Museum to establish Winterfest. Fruitlands opened their grounds for skating, sledding and cross-country skiing. Park

and Recreation also created a skating area at the Bolton Road reservoir. These events provided safe recreational areas for family fun.

The Commission relies strictly on volunteers to help make our programs work and there is no better example than the After-School Ski Program. Thank you to Vicki Roussel and Cindy Glade who stepped up and arranged for Bromfield students and 5th graders to ski at Mt. Wachusett on Wednesday afternoons. We are extremely grateful for our coordinators and parent chaperones for making the ski program a success.

In June friends and family of the late Nancy Brown gathered at the Harvard Town Beach to honor her forty years of service as Beach Director. A bronze plaque was affixed to the Beach House in her memory.

At the Harvard Town Beach, Bizzy Herbolzheimer returned for her second year as Beach Director. Due to the late school closing date, swim lessons did not begin until after the 4th of July. New buoys now clearly mark the swimming area and a outside drinking fountain was added to the beach house. As always, we commend the members of the beach staff and recognize the many volunteer aides whose daily efforts ensured the success and safety of the beach program. Our thanks also goes to Bob and Christine O'Shea for organizing the Harvard Regatta in July.

The Tennis Program welcomed Julie Sniffen as its new Coordinator. The Commission thanks Karen Bolton, an extremely dedicated volunteer, who grew the tennis program to its current level of popularity. We continued to offer quality lessons to both children and adults. Thanks to Julie and her instructional staff for a great summer.

Each summer we are proud to participate in the Hershey's Track & Field Program, which was created over 30 years ago to promote youth physical fitness and provide fun learning experiences for children 9 to 14 years old. Fifty students trained for various events under the guidance of David Bell and his staff at the McCurdy Track.

We continued to rely on the staff of the Highway Department, especially Joe Canole who takes care of the fields. The Commission purchased organic fertilizer for the fields to ensure the safety of those using the fields and the nearby waterways.

We will miss Paul Johnston who raised the flags each day at the Common and McCurdy Track. PJ's level of commitment to community service will be hard to match.

The Commission is made up of five people and relies strictly on the help of volunteers to implement our goals. For the future we hope to have more residents step forward with ideas and a desire to put those ideas into action.

Respectfully submitted,

Jim Lee, Chairman
Sean Hogan

John Lee
Mark Mandozzi

Margaret Grogan



TOWN MEETING AND ELECTION RESULTS

CITIZENS CAUCUS

March 14, 2009

The meeting was called to order in the Town Hall Meeting Room on Saturday, March 14, 2009, at 7:00 p.m., by Town Clerk Janet Vellante.

On motions made, seconded, and voted unanimously, Elizabeth Stone was elected Chairman and Rhonda Sprague was elected Secretary of the Caucus.

The following persons were nominated from the floor for the offices and terms as identified below.

<u>Position</u>	<u>Nominee</u>	<u>Vote</u>
MODERATOR one position for one year	Robert Eubank	unanimous
SELECTMAN one position for three years	Peter Warren	unanimous
CEMETERY COMMISSIONER one position for three years	Whit Sprague	unanimous
COMMUNITY PRESERVATION COMMITTEE one position for three years	Deborah Thomson	unanimous
HARVARD BOARD OF HEALTH MEMBER one position for three years	John Spero	unanimous
HOUSING AUTHORITY one position for five years	(no nominations)	
HOUSING AUTHORITY one position for one year	(no nominations)	
LIBRARY TRUSTEE two positions for three years	Christopher Frechette *Davida Bagatelle	unanimous unanimous
LIBRARY TRUSTEE one position for one year	Martha Green	unanimous

<u>Position</u>	<u>Nominee</u>	<u>Vote</u>
PARK AND RECREATION COMMISSIONER two positions for three years	*Darren Magan	unanimous
PLANNING BOARD two positions for three years	Barbara Brady Kara Minar	unanimous unanimous
PLANNING BOARD two positions for two years	Craig Bardenheuer Lisa Fox	unanimous unanimous
SCHOOL COMMITTEE MEMBER two positions for three years	Bart Morrison Patricia Wenger Piali De	unanimous unanimous unanimous
TOWN CLERK one position for three years	Janet Vellante	unanimous
TREE WARDEN one position for one year	Christian Bilodeau	unanimous
WARNER FREE LECTURE SOCIETY TRUSTEE two positions for three years	Curtis Howes Julie Moberly	unanimous unanimous
WARNER FREE LECTURE SOCIETY TRUSTEE two positions for one year	Fred Hinchliffe Patricia Jennings Tom Aciukewicz Sydney Blackwell	unanimous unanimous unanimous unanimous
WATER COMMISSIONER one position for three years	Joshua Gould	unanimous

* Failed to sign the Certificate of Nomination before the deadline.

The meeting dissolved at 7:25 p.m.

Deborah Ricci and Frances Maiore checked in 51 voters out of 3972 registered voters (3812 active voters).

Respectfully submitted,

Rhonda Sprague, Caucus Secretary

ANNUAL TOWN MEETING
May 2, 2009

The meeting was called to order in the Bromfield Gym at 9:05 a.m. by Moderator Robert Eubank. After the Pledge of Allegiance, the call of the meeting and the return of service were found to be in order by Town Clerk Janet Vellante.

Moderator Robert Eubank requested that the town allow the following non-voters to speak to the meeting if necessary:

Timothy Bragan	Town Administrator
Edward Denmark	Police Chief
Mark Force	Facilities Manager
Thomas Jefferson	Superintendent of Schools
Mark Lanza	Town Counsel
Lorraine Leonard	Finance Director
Robert Mignard	Fire Chief
Richard Nota	Director of DPW
Wayne Perry, PE	Consulting Engineer for Town Center Sewer Action Group
Francis Yanuskiewicz, PE	Weston & Sampson Engineers, Inc.
David Grenier	Monty Tech

Voted majority yes to approve the list of non-voters.

ARTICLE 1: ANNUAL REPORTS

To see if the Town will hear the reports of the Board of Selectmen, School Committee, and any other officers or committees that may be ready to make a report and act thereon.

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted unanimously yes that the Town accept the reports of the Board of Selectmen, School Committee, and any other officers or committees as printed in the 2008 Annual Town Report.

ARTICLE 2: CLOSEOUT OF ARTICLES

To see if the Town will vote to transfer unexpended funds appropriated under the following articles to the General Fund – Unreserved Fund Balance:

1. \$7,000.00 under Article 6 of the December 8, 1998 Special Town Meeting which was for Devens Conservation Restrictions ; and,
2. \$5,000.00 under Article 7 of the December 8, 1998 Special Town Meeting which was for Support Services for the Joint Boards of Selectmen, or pass any vote or votes in relation thereto.

On a motion by Lori Granville, 13 Bolton Road, Finance Committee, and seconded,

Voted unanimously yes that the Town transfer unexpended funds appropriated under the following articles to the General Fund – Unreserved Fund Balance:

1. \$7,000.00 under Article 6 of the December 8, 1998 Special Town Meeting which was for Devens Conservation Restrictions ; and,
2. \$5,000.00 under Article 7 of the December 8, 1998 Special Town Meeting which was for Support Services for the Joint Boards of Selectmen.

ARTICLE 3: FISCAL YEAR 2008 CERTIFIED FREE CASH

To see if the Town will vote to transfer from the Fiscal Year 2008 Certified Free Cash Account the sum of \$26,000 to the Fiscal Year 2009 Allowance for Abatements and Exemptions Account and the sum of \$60,131 to the Fiscal Year 2010 Reserve Fund, or pass any vote or votes in relation thereto.

On a motion by Marie Sobalvarro, 1 St. John Lane, Finance Committee, and seconded,

Voted unanimously yes that the Town transfer from the Fiscal Year 2008 Certified Free Cash Account the sum of \$26,000 to the Fiscal Year 2009 Allowance for Abatements and Exemptions Account and the sum of \$60,131 to the Fiscal Year 2010 Reserve Fund.

ARTICLE 4: OMNIBUS BUDGET

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, such sums of money as may be necessary to defray expenses for the ensuing fiscal year (FY2010), or pass any vote or votes in relation thereto.

The following motion was made by George McKenna, 41 Old Littleton Road, Finance Committee, and seconded,

I move that the Town appropriate the sum of \$19,742,928 to defray the expenses of the Town for Fiscal Year 2010 as printed in the Finance Committee Report on pages 30 through 36, and that said appropriation be provided by raising and appropriating \$19,731,857 by taxation and transferring \$11,071 from the Wetlands Protection Fund.

The following motion was made by Thomas Philippou, 254 Stow Road, Board of Health, and seconded, then withdrawn,

I move the town provide funding for the Board of Health Department personnel at the same level that has been expended, not budgeted, during FY 2008 plus accrued colas, and applied to FY '09 and FY '10 as required under MGL CH. 111, Section 27. Further, I move that any additional funding requested for this department be provided, not withheld, pursuant to this same law. The Board of Health will exercise the same diligence and constraint it has over the years in requesting funding for the performance of its many responsibilities.

Voted majority yes that the Town appropriate the sum of \$19,742,928 to defray the expenses of the Town for Fiscal Year 2010 as printed in the Finance Committee Report on pages 30 through 36, and that said appropriation be provided by raising and appropriating \$19,731,857 by taxation and transferring \$11,071 from the Wetlands Protection Fund.

Town of Harvard Omnibus Budget - Fiscal Year 2010

Line #	Department/Account	Actual FY08	Budgeted FY09	Recommended FY10	% Incr/(Decr)
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GENERAL GOVERNMENT

Selectmen

1	Personnel	143,583	141,393	142,207	0.58%
2	Town Audit	12,000	12,000	12,000	0.00%
	Expenses	10,098	9,000	9,000	0.00%
	Copy Machine	3,556	3,700	3,700	0.00%
	Postage	17,288	18,500	18,500	0.00%
3	Total Expenses	30,942	31,200	31,200	0.00%
	Total Selectmen	186,525	184,593	185,407	0.44%

Finance Committee

4	Expenses	169	170	200	17.65%
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Finance Department

	Personnel	343,214	352,119	273,431	-22.35%
	Certification Compensation	2,000	3,000	3,000	0.00%
5	Total Personnel	345,214	355,119	276,431	-22.16%
	Technology Services & Supplies	28,099	29,500	32,500	10.17%
	Expenses	16,189	19,000	83,700	340.53%
6	Total Expenses	44,288	48,500	116,200	139.59%
	Total Finance Department	389,502	403,619	392,631	-2.72%

Legal

	Town Counsel Fees & Expenses	37,829	33,000	33,000	0.00%
	Other Legal Fees & Expenses	8,525	18,000	18,000	0.00%
7	Total Legal	46,354	51,000	51,000	0.00%

Personnel Board

8	Expenses	0	100	100	0.00%
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Town Clerk

	Personnel	61,387	62,911	64,170	2.00%
	Certification Compensation	1,000	1,000	1,000	0.00%
9	Total Personnel	62,387	63,911	65,170	1.97%
	Expenses	1,974	3,600	3,600	0.00%
	Publications Reprinting/Codification	3,442	4,650	4,650	0.00%
10	Total Expenses	5,416	8,250	8,250	0.00%
	Total Town Clerk	67,803	72,161	73,420	1.74%

Town of Harvard Omnibus Budget - Fiscal Year 2010

Line #	Department/Account	Actual FY08	Budgeted FY09	Recommended FY10	% Incr/(Decr)
Elections & Registrars					
	Registrars' Honoraria	400	500	500	0.00%
	Election Officers (Police)	2,483	1,800	625	-65.28%
	Expenses	7,767	7,000	4,700	-32.86%
	Census	1,135	775	1,325	70.97%
11	Total Elections & Registrars	11,785	10,075	7,150	-29.03%

Land Use Boards					
12	Personnel	36,892	43,138	44,001	2.00%
	Conservation Expenses	653	900	500	-44.44%
	ZBA Expenses	802	1,200	1,000	-16.67%
	Planning Board Expenses	1,287	1,200	1,400	16.67%
	MRPC Assessment	1,389	1,500	1,460	-2.67%
13	Total Expenses	4,131	4,800	4,360	-9.17%
	Total Planning Board	41,023	47,938	48,361	0.88%

Personnel includes \$11,071 to be transferred from Wetlands Protection Fund.

Public Buildings					
14	Personnel	20,971	21,290	21,716	2.00%
	Operating Expenses *	41,104	42,000	22,000	-47.62%
	Energy	121,050	130,000	130,000	0.00%
	Maintenance & Equipment	28,813	42,000	29,000	-30.95%
	Waste Water Treatment Ops.	NA	85,000	85,000	0.00%
15	Total Expenses	190,967	299,000	266,000	-11.04%
	Total Public Buildings	211,938	320,290	287,716	-10.17%

* Reduced by \$20,000 for Library cleaning expenses.

Annual Town Reports					
16	Expenses	4,800	5,000	3,000	-40.00%

TOTAL GENERAL GOVERNMENT	959,899	1,094,946	1,048,985	-4.20%
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Town of Harvard Omnibus Budget - Fiscal Year 2010

Line #	Department/Account	Actual FY08	Budgeted FY09	Recommended FY10	% Incr/(Decr)
PUBLIC SAFETY					
Police Department					
17	Personnel	729,384	745,005	762,740	2.38%
	Public Safety Building	44,330	36,800	28,800	-21.74%
	Cruiser Maintenance	9,189	10,000	10,000	0.00%
	Supplies & Expenses	26,223	30,700	30,700	0.00%
18	Total Expenses	79,742	77,500	69,500	-10.32%
	Total Police Department	809,126	822,505	832,240	1.18%
Communications Department					
19	Personnel	192,534	195,271	204,740	4.85%
20	Expenses	18,787	18,500	18,500	0.00%
	Total Communications Department	211,321	213,771	223,240	4.43%
Fire Department					
21	Personnel	185,438	182,047	178,501	-1.95%
	Expenses	33,870	32,000	32,000	0.00%
	Radio Replacement & Repair	3,712	3,750	2,250	-40.00%
	Protective Equipment	2,656	3,000	1,400	-53.33%
22	Total Expenses	40,238	38,750	35,650	-8.00%
	Total Fire Department	225,676	220,797	214,151	-3.01%
Ambulance					
	Expenses	18,147	17,340	0	-100.00%
	Training	13,628	15,000	0	-100.00%
	Ambulance Regular Operating Exp.	31,775	32,340	0	-100.00%
	Additional Training and Other	NA	12,660	0	-100.00%
	Total Ambulance *	31,775	45,000	0	-100.00%
* FY10 funds to be provided by Ambulance billing.					
Building & Zoning Inspector					
23	Fees & Expenses	57,046	55,000	55,000	0.00%
Gas Inspector					
24	Fees & Expenses	2,930	4,250	4,250	0.00%
Plumbing Inspector					
25	Fees & Expenses	6,773	7,750	7,750	0.00%
Wiring Inspector					
26	Fees & Expenses	9,969	9,500	9,500	0.00%
Animal Control					
	Personnel	16,500	16,500	16,500	0.00%
	Expenses	323	750	750	0.00%
27	Total Animal Control	16,823	17,250	17,250	0.00%
Tree Warden					
28	Expenses	13,708	14,000	14,000	0.00%
TOTAL PUBLIC SAFETY		1,385,147	1,409,823	1,377,381	-2.30%

Town of Harvard Omnibus Budget - Fiscal Year 2010

Line #	Department/Account	Actual FY08	Budgeted FY09	Recommended FY10	% Incr/(Decr)
SCHOOLS					
Local Schools					
29	<u>Administration</u>				
	Salaries/Benefits	323,532	311,861	337,096	
	Transportation	173,780	183,900	255,800	
	Other Expenses	117,679	108,100	116,100	
	Total Administration	614,991	603,861	708,996	
	<u>Maintenance</u>				
	Salaries	384,517	394,081	431,413	
	Utilities	407,797	402,500	466,500	
	Other Expenses	219,838	172,151	178,260	
	Total Maintenance	1,012,152	968,732	1,076,173	
	<u>Harvard Elementary School</u>				
	Salaries	2,282,358	2,386,226	2,544,057	
	Expenses	43,222	62,450	66,450	
	Total Elementary	2,325,580	2,448,676	2,610,507	
	<u>The Bromfield School</u>				
	Salaries	3,484,109	3,554,368	4,078,045	
	Expenses	119,383	113,591	117,591	
	Total Bromfield	3,603,492	3,667,959	4,195,636	
	<u>Pupil Personnel Services (SPED)</u>				
	Salaries	1,400,205	1,621,866	1,728,673	
	Other Expenses	140,336	49,500	45,000	
	Collaborative Services	392,563	359,430	237,504	
	Transportation	319,551	269,666	289,345	
	Tuition	784,959	796,023	1,362,377	
	Pre-School Salaries	106,209	181,873	249,231	
	Pre-School Expenses	22,908	63,000	59,500	
	Total Pupil Personnel Services	3,166,731	3,341,358	3,971,630	
	<u>Technology</u>				
	Salaries	102,001	106,800	108,409	
	Expenses	66,716	77,500	67,050	
	Total Technology	168,717	184,300	175,459	
	Subsidies from Other Funds			(1,698,738)	
	Total Local Schools *	10,891,663	11,214,886	11,039,663	-1.56%

* The FY09 total is reduced by \$1,315,560 for subsidies from other funds.

30	Montachusett Regional Voc. Tech.	66,443	75,060	67,827	-9.64%
TOTAL SCHOOLS		10,958,106	11,289,946	11,107,490	-1.62%

PHYSICAL ENVIRONMENT
Dept. of Public Works

31	Personnel	556,403	611,905	589,821	-3.61%
	Maintenance & Equipment	160,367	162,700	136,700	-15.98%
	Fuel	74,636	65,000	65,000	0.00%
	Improvements & Construction	33,211	27,000	38,902	44.08%
	Snow & Ice Removal	159,170	96,000	96,000	0.00%
	Telephone & Electricity	10,037	9,000	9,000	0.00%
32	Total Expenses	437,421	359,700	345,602	-3.92%
	Total Dept. of Public Works	993,824	971,605	935,423	-3.72%

Town of Harvard Omnibus Budget - Fiscal Year 2010

Line #	Department/Account	Actual FY08	Budgeted FY09	Recommended FY10	% Incr/(Decr)
Solid Waste Transfer					
33	Transfer Station Expenses	227,464	218,050	218,050	0.00%
34	Hazardous Waste Disposal *	0	8,000	0.00	-100.00%
	Total Solid Waste Transfer	227,464	226,050	218,050	-3.54%

* On an alternating year schedule.

Street Lights & Traffic Signal					
35	Expenses	4,743	4,500	4,500	0.00%

Water Department					
36	Expenses	19,252	16,000	16,000	0.00%

Pond Committee					
37	Expenses	18,500	33,500	33,500	0.00%

Cemeteries					
38	Expenses	3,962	5,000	5,000	0.00%

TOTAL PHYSICAL ENVIRONMENT	1,267,745	1,256,655	1,212,473	-3.52%
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HUMAN SERVICES

Board of Health

39	Personnel	7,231	6,163	7,905	28.27%
	Expenses	1,296	1,898	1,450	-23.59%
	Nashoba Assoc. Boards of Health	19,110	19,110	19,110	0.00%
	Concord Family Services	0	0	0	
	Minuteman Home Center	0	0	0	
40	Total Expenses	20,406	21,008	20,560	-2.13%
	Total Board of Health	27,637	27,171	28,465	4.76%

Council on Aging

41	Personnel	50,751	52,879	68,769	30.05%
42	MART Personnel	19,999	21,000	21,000	0.00%
	Expenses	1,886	2,000	1,975	-1.25%
	MART Van Expenses	498	1,000	1,000	0.00%
43	Total Expenses	2,384	3,000	2,975	-0.83%
	Total Council on Aging	73,134	76,879	92,744	20.64%

Veterans' Services

	Personnel	100	2,000	2,000	0.00%
	Expenses	357	500	500	0.00%
	Benefits	12,459	12,000	12,000	0.00%
	Total Expenses	12,816	12,500	12,500	0.00%
44	Total Veterans' Services	12,916	14,500	14,500	0.00%

TOTAL HUMAN SERVICES	113,687	118,550	135,709	14.47%
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Town of Harvard Omnibus Budget - Fiscal Year 2010

Line #	Department/Account	Actual FY08	Budgeted FY09	Recommended FY10	% Incr/(Decr)
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CULTURE AND RECREATION

Library

45	Personnel	347,364	403,791	353,698	-12.41%
46	Expenses *	140,106	121,723	141,489	16.24%
	Total Library	487,470	525,514	495,187	-5.77%

* \$24,500 has been added for cleaning.

Parks & Recreation

47	Commons & Schools/Grounds Exp.	18,049	18,050	18,050	0.00%
48	Beach Expense	13,500	13,835	13,835	0.00%
49	Beach Personnel - Director	9,589	9,588	9,780	2.00%
50	Groundskeeping Personnel	27,003	28,157	28,157	0.00%
	Total Parks & Recreation	68,141	69,630	69,822	0.28%

Historical Commission

51	Expenses	20	100	100	0.00%
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TOTAL CULTURE AND RECREATION	555,631	595,244	565,109	-5.06%
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RECURRING CAPITAL EXPENDITURES

52	Police Cruiser	26,259	27,000	27,000	0.00%
53	Public Works Equipment	66,595	70,000	70,000	0.00%
54	Technology	14,743	15,000	15,000	0.00%
	TOTAL RECURRING CAPITAL EXP.	107,597	112,000	112,000	0.00%

INSURANCE AND FRINGES

Property/Liability/Self-Insurance

55	Insurance	113,069	142,500	135,000	-5.26%
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Employee Benefits

	Worcester Regional Retirement	427,865	483,000	527,840	9.28%
	Workers' Compensation Insurance	63,980	64,600	67,000	3.72%
	Unemployment Insurance	30,070	20,000	60,000	200.00%
	Medicare	154,994	155,000	160,200	3.35%
	Medical Insurance	1,741,995	1,930,600	2,004,000	3.80%
	Life Insurance	5,173	5,900	6,000	1.69%
	Deferred Compensation	6,970	12,000	12,000	0.00%
	Disability Insurance	18,198	20,000	20,000	0.00%
	Benefits Administration	900	7,000	5,000	-28.57%
56	Total Employee Benefits	2,450,145	2,698,100	2,862,040	6.08%

TOTAL INSURANCE AND FRINGES	2,563,214	2,840,600	2,997,040	5.51%
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TOTAL OPERATING BEFORE DEBT	17,911,026	18,717,763	18,556,187	-0.86%
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Town of Harvard Omnibus Budget - Fiscal Year 2010

Line #	Department/Account	Actual FY08	Budgeted FY09	Recommended FY10	% Incr/(Decr)
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NON-EXCLUDED DEBT

Debt Expense

57	Tax Anticipation Borrowing/Cost	1,500	1,500	1,500	0.00%
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Permanent Debt

58	HES Roof (2000) Principal	2,000	3,000	3,000	0.00%
59	HES Roof (2000) Interest	341	218	73	-66.51%
	Total Payments	2,341	3,218	3,073	-4.51%

TOTAL NON-EXCLUDED DEBT	3,841	4,718	4,573	0.00%
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TOTAL OPERATING AFTER NON-EXCLUDED DEBT	17,914,867	18,722,481	18,560,760	0.00%
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EXCLUDED DEBT

Permanent Debt

60	Public Safety Building (2000) Principal	135,000	135,000	135,000	0.00%
61	Public Safety Building (2000) Interest	92,415	85,766	79,219	-7.63%
62	Public Safety Bld Land (2000) Principal	30,000	30,000	30,000	0.00%
63	Public Safety Bld Land (2000) Interest	5,610	4,133	2,678	-35.20%
64	Public Safety Bld Plan (2000) Principal	10,000	10,000	10,000	0.00%
65	Public Safety Bld Plan (2000) Interest	1,464	971	486	-49.95%
66	Tripp Land (2000) Principal	25,000	25,000	25,000	0.00%
67	Tripp Land (2000) Interest	3,050	1,819	606	-66.68%
68	Vesenska Land (2000) Principal	20,000	20,000	20,000	0.00%
69	Vesenska Land (2000) Interest	3,415	2,430	1,460	-39.92%
70	HES Lighting (2000) Principal	3,000	2,000	2,000	0.00%
71	HES Lighting (2000) Interest	269	146	49	-66.44%
72	Bromfield School (2004) Principal	320,000	320,000	315,000	-1.56%
73	Bromfield School (2004) Interest	205,573	197,035	182,929	-7.16%
74	Library (2004) Principal	135,000	135,000	135,000	0.00%
75	Library (2004) Interest	86,854	82,466	77,741	-5.73%
76	School Roof Repairs Principal	125,000	125,000	125,000	0.00%
77	School Roof Repairs Interest	80,313	44,251	40,000	-9.61%
	Total Payments	1,281,963	1,221,017	1,182,168	-3.18%

TOTAL EXCLUDED DEBT	1,221,017	1,182,168	-3.18%
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GRAND TOTAL OMNIBUS BUDGET	19,943,498	19,742,928	-1.01%
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ARTICLE 5: RESERVE FUND – FISCAL YEAR 2010

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to be placed in the Reserve Fund Account for unforeseen and extraordinary expenses for the ensuing fiscal year, or pass any vote or votes in relation thereto.

On a motion by Steven Colwell, 192 Littleton Road, Finance Committee, and seconded,

Voted unanimously yes that the Town raise and appropriate the sum of \$350,000 to be placed in the Reserve Fund Account for unforeseen and extraordinary expenses for fiscal year 2010.

ARTICLE 6: CAPITAL PLANNING AND INVESTMENT COMMITTEE AND CAPITAL STABILIZATION AND INVESTMENT FUND

To see if the Town will vote to amend the Code of the Town of Harvard by adding thereto the following new, Chapter in order to create a Capital Planning and Investment Committee in accordance with Massachusetts General Law Chapter 41, Section 106B, :

Chapter 17, CAPITAL PLANNING AND INVESTMENT COMMITTEE:

§17-1 – Establishment; membership. – There shall be a Capital Planning and Investment Committee comprised of eight (8) members consisting of three (3) non-voting members who shall be the Town Administrator, Superintendent of Schools and Finance Director and five (5) voting members each chosen by their respective boards as follows: one member each from the Finance Committee, School Committee and Board of Selectmen; and two citizens at-large appointed by the Board of Selectmen. Each citizen-at-large shall serve a three (3) year term that beginning July 1 and expiring June 30, except for the initial appointments to the committee which will run from the date of appointment through June 30, 2011 for the first member and June 30, 2012 for the second member. All voting members shall be registered voters of the Town of Harvard. Said Committee shall choose its own officers, set its own rules and shall serve without pay. Any vacancies shall be filled in the same manner as the original appointment and persons appointed to fill vacancies shall serve for the remainder of his predecessor's term of office.

§17-2 -Duties.

A. The Committee shall consider matters relating to appropriations from the Capital Stabilization and Investment Fund, and shall make recommendations to the Town or any board committee or official thereof, and establish policies relative to the funding of capital projects of the Town and set priorities and schedules for such capital projects. The Committee shall study proposed capital outlays involving the acquisition of land or an expenditure of \$10,000. or greater and having a useful life of at least three years. All officers, boards, and committees, including the Board of Selectmen and the School Committee, shall by September each year give to such Board, on forms prepared by it, information concerning all anticipated capital projects needing town meeting action during the ensuing five years. The Committee shall consider the relative need, timing, and cost of these expenditures and the effect each will have on the financial position of the Town.

B. The Committee shall transmit its recommendations to the Town Administrator, as well as the appropriate officer, board, agency or department involved in the proposed capital improvement. Such recommendations shall constitute a Capital Improvement Program. The report of this program shall, as to items planned for the ensuing fiscal year, be given to the Town Administrator and Finance Committee for their review and possible inclusion in the budget. The text and tables of the Capital Improvement Program for the following five years shall be published in the Town's Annual Report. Expenditures for surveys, architectural or engineering advice, options or appraisals and similar expenses relating to future capital projects shall be a part of the Capital Improvement Program, and no such expenditure shall be made without study and written report from the Committee.

§17-3 Capital Stabilization and Investment Fund. The Town of Harvard hereby establishes and shall maintain a special fund to be known as the Capital Stabilization and Investment Fund. The Town may appropriate funds into the Capital Stabilization and Investment Fund by a majority vote at an annual or special town meeting. Any interest earned on the assets of the Fund shall be added to and become part of the Capital Stabilization and Investment Fund. The Treasurer of the Town shall be the custodian of the fund and may deposit proceeds in national banks or invest the proceeds by deposit in savings banks, cooperative banks or trust companies organized under the laws of the Commonwealth or invest the same in such securities as are legal for the investment of funds of savings banks under the laws of the Commonwealth or in federal savings and loan associations situated in the Commonwealth. Monies in the Capital Stabilization and Investment Fund may be appropriated at any annual or special town meetings by a two thirds vote. Said fund may be appropriated for any purpose for which the Town would be authorized to borrow money under sections seven and eight of Chapter 44 of the Massachusetts General Laws, other than clauses (1) and (2) of said Chapter 44 Section 8, and to pay the debt service on said projects, which are recommended by the by the Capital Investment Committee.

Or pass any vote or votes in relation thereto.

The following motion was made by Leo Blair, 106 East Bare Hill Road, Board of Selectmen, and seconded,

I move that the Town amend the Code of the Town of Harvard by adding thereto the new Chapter 17 in order to create a Capital Planning and Investment Committee in accordance with Massachusetts General Law Chapter 41, Section 106B as printed under Article 6 in the Warrant for the 2009 Annual Town Meeting.

Voted majority yes that the Town will vote to amend the Code of the Town of Harvard by adding thereto the following new, Chapter in order to create a Capital Planning and Investment Committee in accordance with Massachusetts General Law Chapter 41, Section 106B, :

Chapter 17, CAPITAL PLANNING AND INVESTMENT COMMITTEE:

§17-1 – Establishment; membership. – There shall be a Capital Planning and Investment Committee comprised of eight (8) members consisting of three (3) non-voting members who

shall be the Town Administrator, Superintendent of Schools and Finance Director and five (5) voting members each chosen by their respective boards as follows: one member each from the Finance Committee, School Committee and Board of Selectmen; and two citizens at-large appointed by the Board of Selectmen. Each citizen-at-large shall serve a three (3) year term that beginning July 1 and expiring June 30, except for the initial appointments to the committee which will run from the date of appointment through June 30, 2011 for the first member and June 30, 2012 for the second member. All voting members shall be registered voters of the Town of Harvard. Said Committee shall choose its own officers, set its own rules and shall serve without pay. Any vacancies shall be filled in the same manner as the original appointment and persons appointed to fill vacancies shall serve for the remainder of his predecessor's term of office.

§17-2 -Duties.

A. The Committee shall consider matters relating to appropriations from the Capital Stabilization and Investment Fund, and shall make recommendations to the Town or any board committee or official thereof, and establish policies relative to the funding of capital projects of the Town and set priorities and schedules for such capital projects. The Committee shall study proposed capital outlays involving the acquisition of land or an expenditure of \$10,000. or greater and having a useful life of at least three years. All officers, boards, and committees, including the Board of Selectmen and the School Committee, shall by September each year give to such Board, on forms prepared by it, information concerning all anticipated capital projects needing town meeting action during the ensuing five years. The Committee shall consider the relative need, timing, and cost of these expenditures and the effect each will have on the financial position of the Town.

B. The Committee shall transmit its recommendations to the Town Administrator, as well as the appropriate officer, board, agency or department involved in the proposed capital improvement. Such recommendations shall constitute a Capital Improvement Program. The report of this program shall, as to items planned for the ensuing fiscal year, be given to the Town Administrator and Finance Committee for their review and possible inclusion in the budget. The text and tables of the Capital Improvement Program for the following five years shall be published in the Town's Annual Report. Expenditures for surveys, architectural or engineering advice, options or appraisals and similar expenses relating to future capital projects shall be a part of the Capital Improvement Program, and no such expenditure shall be made without study and written report from the Committee.

§17-3 Capital Stabilization and Investment Fund. The Town of Harvard hereby establishes and shall maintain a special fund to be known as the Capital Stabilization and Investment Fund. The Town may appropriate funds into the Capital Stabilization and Investment Fund by a majority vote at an annual or special town meeting. Any interest earned on the assets of the Fund shall be added to and become part of the Capital Stabilization and Investment Fund. The Treasurer of the Town shall be the custodian of the fund and may deposit proceeds in national banks or invest the proceeds by deposit in savings banks, cooperative banks or trust companies organized under the laws of the Commonwealth or invest the same in such securities as are legal for the investment of funds of savings banks under the laws of the Commonwealth or in federal savings and loan associations situated in the Commonwealth. Monies in the Capital Stabilization

and Investment Fund may be appropriated at any annual or special town meetings by a two-thirds vote. Said fund may be appropriated for any purpose for which the Town would be authorized to borrow money under sections seven and eight of Chapter 44 of the Massachusetts General Laws, other than clauses (1) and (2) of said Chapter 44 Section 8, and to pay the debt service on said projects, which are recommended by the by the Capital Investment Committee.

Approved by the Attorney General's office on August 12, 2009, with the exception of §17-3. Effective on posting date of August 18, 2009. Final wording is as follows:

Chapter 17, CAPITAL PLANNING AND INVESTMENT COMMITTEE:

§17-1 – Establishment; membership. – There shall be a Capital Planning and Investment Committee comprised of eight (8) members consisting of three (3) non-voting members who shall be the Town Administrator, Superintendent of Schools and Finance Director and five (5) voting members each chosen by their respective boards as follows: one member each from the Finance Committee, School Committee and Board of Selectmen; and two citizens at-large appointed by the Board of Selectmen. Each citizen-at-large shall serve a three (3) year term that beginning July 1 and expiring June 30, except for the initial appointments to the committee which will run from the date of appointment through June 30, 2011 for the first member and June 30, 2012 for the second member. All voting members shall be registered voters of the Town of Harvard. Said Committee shall choose its own officers, set its own rules and shall serve without pay. Any vacancies shall be filled in the same manner as the original appointment and persons appointed to fill vacancies shall serve for the remainder of his predecessor's term of office.

§17-2 -Duties.

A. The Committee shall consider matters relating to appropriations from the Capital Stabilization and Investment Fund, and shall make recommendations to the Town or any board committee or official thereof, and establish policies relative to the funding of capital projects of the Town and set priorities and schedules for such capital projects. The Committee shall study proposed capital outlays involving the acquisition of land or an expenditure of \$10,000. or greater and having a useful life of at least three years. All officers, boards, and committees, including the Board of Selectmen and the School Committee, shall by September each year give to such Board, on forms prepared by it, information concerning all anticipated capital projects needing town meeting action during the ensuing five years. The Committee shall consider the relative need, timing, and cost of these expenditures and the effect each will have on the financial position of the Town.

ARTICLE 7: CAPITAL STABILIZATION AND INVESTMENT FUND – INITIAL FUNDING

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$400,000 as start-up funding to be deposited in the Town's Capital Stabilization and Investment Fund, or pass any vote or votes in relation thereto.

On a motion by Leo Blair, 106 East Bare Hill Road, Board of Selectmen, and seconded,

Voted greater than 2/3 yes that the Town transfer, from the General Stabilization Fund, the sum of \$400,000 as start-up funding to be deposited in the Town's Capital Stabilization and Investment Fund.

ARTICLE 8: HARVARD ELEMENTARY SCHOOL – SMART BOARDS

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the School Department, with the approval of the School Committee, to purchase thirteen Smart Boards with appurtenant equipment and install them in the Harvard Elementary School classrooms that currently do not have this technology, with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Virginia Justicz, 20 Woodside Road, School Committee, and seconded,

Voted unanimously yes that the Town take no action on Article 8.

ARTICLE 9: HARVARD ELEMENTARY SCHOOL – AIR-CONDITIONING

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the School Department, with the approval of the School Committee, to make modifications and repairs to the HES Library air-conditioning system, with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, 21 Quarry Lane, School Committee, and seconded,

Voted unanimously yes that the Town transfer from the General Stabilization Fund the sum of \$37,000 to be expended by the School Department, with the approval of the School Committee, to make modifications and repairs to the Harvard Elementary School Library air-conditioning system, with unexpended funds as of June 30, 2010 being returned to their funding source.

ARTICLE 10: HARVARD ELEMENTARY SCHOOL – HEATING SYSTEM

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the School Department, with the approval of the School Committee, to make changes to the heating system and/or oil tank at the Harvard Elementary School, with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, 21 Quarry Lane, School Committee, and seconded,

Voted unanimously yes that the Town transfer from the General Stabilization Fund the sum of \$60,000 to be expended by the School Department, with the approval of the School Committee, to make changes to the heating system and/or oil tank at the Harvard Elementary School, with unexpended funds as of June 30, 2010 being returned to their funding source.

ARTICLE 11: HES/TBS – REPLACE HVAC LOW LIMIT SWITCHES

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to replace low limit switches in both Harvard Elementary and Bromfield Schools, with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, 21 Quarry Lane, School Committee, and seconded,

Voted unanimously yes that the Town raise and appropriate the sum of \$18,000 to be expended by the School Department, with the approval of the School Committee, to replace low limit switches in both Harvard Elementary School and Bromfield School, with unexpended funds as of June 30, 2010 being returned to their funding source.

ARTICLE 12: BROMFIELD – LIBRARY CEILING COIL AND CEILING

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to repair the ceiling coil and ceiling at Bromfield, with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, 21 Quarry Lane, School Committee, and seconded,

Voted majority yes that the Town raise and appropriate the sum of \$10,000 to be expended by the School Department, with the approval of the School Committee, to repair the ceiling coil and ceiling at Bromfield, with unexpended funds as of June 30, 2010 being returned to their funding source.

ARTICLE 13: WATER DEPARTMENT - UPGRADES TO WATER SYSTEM

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Director of Public Works and Water Commissioners, with the approval of the Board of Selectmen, to remove 9 water services on Bolton Road from the existing 80 -year old six inch diameter unlined water main and reconnect them to newer twelve inch diameter cement lined water main and take this section of said existing six inch water main out of service, install level sensors in the water systems two active wells and connect them to our computerized telemetry system , and for investigating new locations for the development of new

water resources including the drilling of exploratory wells , with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Ronald Ricci, 19 East Bare Hill Road, Board of Selectmen, and seconded,

Voted unanimously yes that the Town transfer from the General Stabilization Fund the sum of \$47,500 to be expended by the Director of Public Works and Water Commissioners, with the approval of the Board of Selectmen, to (i) remove 9 water services on Bolton Road from the existing 80-year old six inch diameter unlined water main and reconnect them to newer twelve inch diameter cement lined water main and take this section of said existing six inch water main out of service, (ii) install level sensors in the water systems two active wells and connect them to our computerized telemetry system , and (iii) investigate new locations for the development of new water resources including the drilling of exploratory wells , with unexpended funds as of June 30, 2010 being returned to their funding source

ARTICLE 14: TOWN CLERK – CHANGE SUNSET FOR BALLOT BOX REPLACEMENT

To see if the Town will vote to extend the expenditure sunset clause of Article 11, Ballot Box Replacement, of the March 29, 2008 Annual Town Meeting from June 30, 2009 to June 30, 2010, or pass any vote or votes in relation thereto.

On a motion by Janet Vellante, 83 Ann Lees Road, Town Clerk, and seconded,

Voted unanimously yes that the Town extend the expenditure deadline in Article 11, Ballot Box Replacement, of the March 29, 2008 Annual Town Meeting from June 30, 2009 to June 30, 2010.

ARTICLE 15: BOARD OF SELECTMEN - TOWN WEB-SITE

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to contract with a company to update and host a new web-site for the Town, with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Ronald Ricci, 19 East Bare Hill Road, Board of Selectmen, and seconded,

Voted majority yes that the Town raise and appropriate the sum of \$12,000 to be expended by the Board of Selectmen to contract with a company to update and host a new web-site for the Town, with unexpended funds as of June 30, 2010 being returned to their funding source.

ARTICLE 16: EMERGENCY COMMUNICATION - EMERGENCY CONTACT SYSTEM

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to contract with a company for a town wide emergency communication system, with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Peter Warren, 52 Lancaster County Road, Board of Selectmen, and seconded,

Voted majority yes that the Town raise and appropriate the sum of \$7,500 to be expended by the Board of Selectmen to contract with a company for a town wide emergency communication system, with unexpended funds as of June 30, 2010 being returned to their funding source.

ARTICLE 17: FIRE DEPARTMENT - RADIOS

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Fire Chief, with the approval of the Board of Selectmen, to be used as the Town's match for a federal grant to purchase new radio equipment for the Fire Department, with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Peter Warren, 52 Lancaster County Road, Board of Selectmen, and seconded,

Voted unanimously yes that the Town raise and appropriate the sum of \$3,500 to be expended by the Fire Chief, with the approval of the Board of Selectmen, to be used as the Town's match for a federal grant to purchase new radio equipment for the Fire Department, with unexpended funds as of June 30, 2010 being returned to their funding source.

ARTICLE 18: FIRE DEPARTMENT – ADOPT MGL REGARDING SPRINKLERS

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 148, Sections 26G relative to automatic suppressant or sprinkler systems in nonresidential buildings or additions, and 26I relative to automatic sprinkler systems in newly constructed multiple dwelling units, or take any other action in relation thereto.

On a motion by Peter Warren, 52 Lancaster County Road, Board of Selectmen, and seconded,

Voted majority yes that the Town accept the provisions of Massachusetts General Laws Chapter 148, Sections 26G relative to automatic suppressant or sprinkler systems in nonresidential buildings or additions, and 26I relative to automatic sprinkler systems in newly constructed multiple dwelling units.

ARTICLE 19: REVOLVING FUND – COUNCIL ON AGING (COA)

To see if the Town will vote to re-authorize a revolving account, as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund the activities of the Council On Aging with the revenue or expenditures of this account not to exceed \$30,000 in any given fiscal year, or pass any vote or votes in relation thereto.

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted majority yes that the Town re-authorize a revolving account, as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund the activities of the Council On Aging with the revenue or expenditures of this account not to exceed \$30,000 in any given Fiscal Year.

ARTICLE 20: REVOLVING FUND – FOURTH OF JULY

To see if the Town will vote to re-authorize a revolving account, as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund the activities of the Fourth of July Committee with the revenue or expenditures of this account not to exceed \$25,000 in any given fiscal year, or pass any vote or votes in relation thereto.

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted majority yes that the Town re-authorize a revolving account, as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund the activities of the Fourth of July Committee with the revenue or expenditures of this account not to exceed \$25,000 in any given Fiscal Year.

ARTICLE 21: REVOLVING FUND – AMBULANCE

To see if the Town will vote to authorize a revolving account, as allowed by Massachusetts General Laws Chapter 44, Section 53 E ½, to be used to fund the activities of the Harvard Ambulance Service with the revenue or expenditures of this account not to exceed \$65,000, or pass any vote or votes in relation thereto.

On a motion by Peter Warren, 52 Lancaster County Road, Board of Selectmen, and seconded,

Voted unanimously yes that the Town vote to authorize a revolving account, as allowed by Massachusetts General Laws Chapter 44, Section 53 E ½, to be used to fund the activities of the Harvard Ambulance Service with the revenues or expenditures of this account not to exceed \$65,000.

ARTICLE 22: FISCAL IMPACT ANALYSIS TEAM - AYER ROAD COMMERCIAL DISTRICT

To see if the Town will vote to direct the Board of Selectmen to appoint an Economic Development Analysis Team (EDAT) no later than June 30, 2009, to prepare a commercial and industrial (C&I) development strategy for the Town. The EDAT will analyze the town's opportunities to reduce its reliance on residential property tax revenue and increase its commercial property tax revenue by encouraging managed and desirable development of C&I (including retail) property. The EDAT will report progress to the Board of Selectmen on a quarterly basis, and issue a final report to the town no later than the Annual Town Meeting of 2010. Such report will include, but not necessarily be limited to:

- identification and cost/benefit analysis of C&I development opportunities that meet community-driven service needs and/or maximize revenue potential;
- current obstacles to desired C&I development and recommended solutions, e.g.;
 - infrastructure and/or other potential investment requirements;
 - necessary changes to zoning ordinances;
 - mitigation measures, if necessary, to protect nearby residential areas, and
 - recommended changes to taxation structure; and
- proposed implementation plan defining tasks and drivers, projected schedule, and estimated costs.

or pass any vote or votes in relation thereto.

The following motion was made by Timothy Clark, 114 Bolton Road, Board of Selectmen, and seconded,

I move that the Town vote to direct the Board of Selectmen to appoint an Economic Development Analysis Team (EDAT) no later than June 30, 2009, to prepare a commercial and industrial (C&I) development strategy for the Town. The EDAT will analyze the town's opportunities to reduce its reliance on residential property tax revenue and increase its commercial property tax revenue by encouraging managed and desirable development of C&I (including retail) property. The EDAT will report progress to the Board of Selectmen on a quarterly basis, and issue a final report to the town no later than the Annual Town Meeting of 2010. Such report will include, but not necessarily be limited to:

- identification and cost/benefit analysis of C&I development opportunities that meet community-driven service needs and/or maximize revenue potential;
- current obstacles to desired C&I development and recommended solutions, e.g.;
 - infrastructure and/or other potential investment requirements;
 - necessary changes to zoning ordinances;
 - mitigation measures, if necessary, to protect nearby residential areas, and
 - recommended changes to taxation structure; and
- proposed implementation plan defining tasks and drivers, projected schedule, and estimated costs.

or pass any vote or votes in relation thereto.

A motion by Paul vonLoesecke to move the question was seconded, and voted greater than 2/3 yes.

Voted majority yes to direct the Board of Selectmen to appoint an Economic Development Analysis Team (EDAT) no later than June 30, 2009, to prepare a commercial and industrial (C&I) development strategy for the Town. The EDAT will analyze the town's opportunities to reduce its reliance on residential property tax revenue and increase its commercial property tax revenue by encouraging managed and desirable development of C&I (including retail) property. The EDAT will report progress to the Board of Selectmen on a quarterly basis, and issue a final report to the town no later than the Annual Town Meeting of 2010. Such report will include, but not necessarily be limited to:

- identification and cost/benefit analysis of C&I development opportunities that meet community-driven service needs and/or maximize revenue potential;
- current obstacles to desired C&I development and recommended solutions, e.g.;
 - infrastructure and/or other potential investment requirements;
 - necessary changes to zoning ordinances;
 - mitigation measures, if necessary, to protect nearby residential areas, and
 - recommended changes to taxation structure; and
- proposed implementation plan defining tasks and drivers, projected schedule, and estimated costs.

After the vote on Article 22, the Fiscal Impact Analysis Team handed out a survey for voters to complete.

ARTICLE 23: HOME RULE PETITION – GENERAL STORE WINE AND MALT LICENSE

To see if the Town will vote to authorize the Board of Selectmen to petition the State Legislature to enact a special act substantially the same as the special act set forth below, or take any action in relation thereto.

AN ACT AUTHORIZING THE TOWN OF HARVARD TO GRANT LICENSES FOR THE SALE OF WINE AND MALT BEVERAGES NOT TO BE DRUNK ON THE PREMISES.

Section 1. Notwithstanding the provisions of section 17 of chapter 138 of the General Laws, the licensing authority of the Town of Harvard may grant up to three licenses for the sale of wine and malt alcoholic beverages not to be drunk on the premises under section 15 of said chapter 138, provided that one such license may only be granted to the owner or operator of the premises known as the Harvard General Store located at 1 Still River Road in the town of Harvard. Once issued, a license granted under this section shall not be transferred to any other location and no such license shall be re-issued to the same location within 6 months from the date the prior license terminated unless the applicant files a letter in writing from the department of revenue with the local licensing authority indicating the prior licensee's good standing with said department. If a license granted under this section is cancelled, revoked or no longer in use, it

shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority of the Town of Harvard. Notwithstanding section 17 of chapter 138 of the General Laws or any other general or special law to the contrary, the licensing authority may then grant the license to a new applicant at the same location and under the same conditions as specified in the preceding paragraph.

Section 2. This act shall take effect upon its passage.

The following motion was made by Ronald Ricci, 19 East Bare Hill Road, Board of Selectmen, and seconded,

I move that the Town authorize the Board of Selectmen to petition the State Legislature to enact a special act substantially the same as the special act printed in Article 23 of the Warrant for the 2009 Annual Town Meeting.

The following amendment was made by Paul Cohen, 35 Candleberry Lane, and seconded,

I move that approval of home rule petition at next annual town election [is required] after approval by legislature.

The Board of Selectmen did not accept the amendment.

The motion to amend was voted majority NO.

A motion by Peter Warren to move the question was seconded, and voted greater than 2/3 yes.

Voted majority yes to authorize the Board of Selectmen to petition the State Legislature to enact a special act substantially the same as the special act set forth below, or take any action in relation thereto.

AN ACT AUTHORIZING THE TOWN OF HARVARD TO GRANT LICENSES FOR THE SALE OF WINE AND MALT BEVERAGES NOT TO BE DRUNK ON THE PREMISES.

Section 1. Notwithstanding the provisions of section 17 of chapter 138 of the General Laws, the licensing authority of the Town of Harvard may grant up to three licenses for the sale of wine and malt alcoholic beverages not to be drunk on the premises under section 15 of said chapter 138, provided that one such license may only be granted to the owner or operator of the premises known as the Harvard General Store located at 1 Still River Road in the town of Harvard. Once issued, a license granted under this section shall not be transferred to any other location and no such license shall be re-issued to the same location within 6 months from the date the prior license terminated unless the applicant files a letter in writing from the department of revenue with the local licensing authority indicating the prior licensee's good standing with said department. If a license granted under this section is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority of the Town of Harvard. Notwithstanding section 17 of chapter 138 of the General Laws or any other general or special law to the contrary, the licensing

authority may then grant the license to a new applicant at the same location and under the same conditions as specified in the preceding paragraph.

Section 2. This act shall take effect upon its passage.

A motion made by Tim Clark, 114 Bolton Road, Board of Selectmen, and seconded, to take up Articles 24, 25, and 26 at the same time, was voted unanimously yes.

ARTICLE 24: SEWER DISTRICT HOME RULE PETITION

To see if the Town will vote to authorize the Board of Selectmen to petition the State Legislature to enact a special act substantially the same as the special act set forth below or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

AN ACT RELATIVE TO A WASTEWATER MANAGEMENT DISTRICT IN THE TOWN OF HARVARD

Section 1. Name. This act shall be known as the Harvard Wastewater Management District Act.

Section 2. Purpose. The purpose of this act is to ensure and facilitate the connection of buildings and structures located in the Harvard Wastewater Management Service Area to the common wastewater management system to be constructed and installed therein; reduce and prevent contamination and pollution of drinking water, groundwater and other natural resources in said service area; provide for an efficient and financially self-sustaining wastewater management system in said areas; facilitate the implementation of Title V of the State Environmental Code in order to protect and improve groundwater supplying drinking water; protect persons residing in said service area from the risks and hazards associated with such contamination and pollution, all to the public benefit and good, and to the extent and manner provided herein.

Section 3. Definitions. As used in this act, the following words shall, unless the context requires otherwise, have the following meanings:

“Board of Health”, the Board of Health of the Town of Harvard.

“Commission” the Harvard Wastewater Management District Commission of the Town established by Section 4 of this Act.

“Costs”, all costs and expenses of the planning, design, acquisition, construction, installation, reconstruction, alteration, extension, improvement or enlargement of the wastewater management system including, without limitation, costs of labor, materials, professional services, consulting services, equipment, grinder and ejector pumps, materials, supplies,

machinery, structures, all rights in real and personal property, costs of demolitions or relocations, costs of removal or relocations of public utilities, financing charges and expenses, debt service costs relative to the wastewater management system.

“Facility”, shall mean a facility as defined in 310 CMR 15.002 of the State Environmental Code as of May 1, 2009.

“Revenues”, all revenues, rates, fees, charges, rents, proceeds of loans, grant funds, insurance proceeds, investment earnings and other receipts derived from the operation of the wastewater management system.

“Harvard Wastewater Management Service Area”, shall mean that portion of the Town of Harvard shown as “Plan of _____” on a plan entitled “Plan of _____ Harvard, Mass. prepared for Town of Harvard”, dated _____, 2009, prepared by _____ and filed in the office of the Town Clerk of the Town or as such service area may be modified by majority vote of the Town at a town meeting, upon the recommendation of the Commission.

“Town”, the Town of Harvard.

“Wastewater management system”, the wastewater collection, conveyance, treatment and disposal systems serving more than one facility to be constructed or to be in the possession of and under the jurisdiction and control of the Commission, including all components thereof.

“Wastewater”, greywater and blackwater from domestic, municipal and other governmental and institutional uses, but not from industrial sources, as defined in 310 CMR 15.002 of the State Environmental Code.

Section 4. Commission. There is hereby established in the Town of Harvard a commission to be known as the Harvard Wastewater Management District Commission, which shall have the rights, powers and duties specified in this Act and the General Laws relating to town boards, and shall be subject to such instructions as the Town may from time to time impose by vote of its town meeting.

Except as otherwise provided in this Act, said commission shall consist of three members, each of whom shall be a resident of the Town. At least one such member shall reside in the Harvard Wastewater Management Service Area. The members shall be appointed by the Board of Selectmen of the Town within sixty days after the effective date of this Act, provided that the design of the wastewater management system to be constructed in said service area has been approved by vote of the Town at a town meeting. Of the members first appointed, one shall serve in office for a term expiring on June thirtieth in the year following the effective date of this Act, and one for a term expiring on June thirtieth in the second year following the effective date of this Act, and one for a term expiring on June thirtieth in the third year following the effective date of this Act. Thereafter, said board of selectmen shall appoint successors for a term of three years, or in the case of an appointment to fill a vacancy, for the unexpired term, and until the successor is appointed and qualified. Any member of said commission shall be eligible for

reappointment. Any member of said commission may be removed at any time for cause. No vacancy in the membership of said commission shall impair the right of a quorum to exercise the powers of said commission. Two members of said commission shall constitute a quorum and the affirmative vote of two members shall be necessary for any action taken by vote of said commission.

Said commission shall annually elect one of its members as chair. The members shall serve without compensation. The members of said commission shall not be municipal employees within the meaning of Chapter 268A of the General Laws.

The Commission shall have all the rights, authority and powers necessary or convenient to carry out and effectuate this Act, including, but without limiting the generality of the foregoing, the rights, authority and power to:

(a) to hire, employ or engage the services of engineers, land surveyors, consultants and such other experts as it deems necessary and determine their duties;

(b) to construct, install, improve, extend, enlarge, operate, maintain, repair and reconstruct the wastewater management system, subject to the limitations set forth in Section 10 of this Act;

(c) to hold, manage, maintain, control and regulate the use of Town-owned property, real or personal, tangible or intangible, or interests therein, for the purposes of this Act, consistent with all requirements of the General Laws;

(d) to adopt rules and regulations relative to the use of and connection to the wastewater management system including the types of wastewater that can be discharged into the system, subject to the approval of the Board of Selectmen. The Commission may, by regulation, prescribe civil penalties, which shall enure to the Town, in accordance with Section 10 of Chapter 83 of the General Laws for the violation of any such rule or regulation of the Commission. Prior to adopting or amending such rules and regulations, the Commission shall hold a public hearing thereon, notice of which, giving the time, date and place, shall be placed in a newspaper of general circulation in the town, once in each of two successive weeks, with the first such publication being not less than fourteen (14) days before the hearing. Any such rules and regulations so adopted or amended and so approved shall be filed in the office of the Town Clerk whereupon they shall take effect. The Commission may also assess fines not exceeding three hundred dollars for each violation of its rules and regulations in accordance with Section 21 of Chapter 40 of the General Laws;

(e) to apply for, receive, accept, administer, expend and comply with the conditions of any grant, gift, loan, donation, or appropriation of any money or property in aid of the purposes of this Act;

(f) to sell, exchange, transfer or otherwise dispose of any surplus personal property, tangible or intangible, consistent with all requirements of the General Laws;

(g) to contract for and procure wastewater management, treatment and disposal from any person, private or public corporation or government agency or entity, consistent with all requirements of the General laws, when necessary or convenient for the operation of the wastewater management system;

(h) to use and expend monies borrowed or appropriated by the Town for the purposes of this Act;

(i) to make contracts of every name and nature and to execute and deliver all instruments necessary or convenient for carrying out its duties;

(j) to create an overall wastewater management policy and plan for the Harvard Wastewater Management Service Area, which shall be consistent with the Town's Master Plan and Open Space and Recreation Plan;

(k) to fix, revise, charge, collect and abate fees, rates, assessments, delinquency charges and other charges for wastewater collection, treatment and disposal services, facilities and commodities for facilities connected to the wastewater management system;

(i) Subject to Section 5 of this Act, such fees, rates, rents, assessments, delinquency charges and other charges of general application shall be adopted and revised by the Commission at least annually in accordance with procedures to be established by the Commission for assuring that interested persons are afforded notice and an opportunity to present data, views and arguments. The commission shall hold at least one public hearing on its schedule of fees, rates and charges or any revision thereof prior to adoption, notice of which shall be delivered to the Board of Selectmen of the Town and be published in a newspaper of substantial circulation in the Town at least one month in advance of the hearing. No later than the date of such publication, the Commission shall make available to the public and deliver to said selectmen and the Finance Committee of the Town the proposed schedule of fees, rates and charges and its proposed operating and capital budgets for its next fiscal year. The commission may combine its fees, rates and other charges for wastewater services provided by it in a single schedule of charges. Fees, rates, rents, assessments, abatements and other charges established by the Commission shall not be subject to supervision or regulation by any department, division, commission, board, bureau, or agency of the Commonwealth. Such schedule shall provide for the metering, monitoring and other measuring of, and charging for, wastewater management services provided by the commission to consumers of such services in said service area, except for the Town, provided, further, that no betterment or special assessment shall be made by the Commission under the authority of Chapters 80 or 83 of the General Laws or any other provision of law against property owned by the Town, the Commonwealth, any political subdivisions thereof or the United States or any agencies thereof. In lieu of any betterment assessment or special assessment, the Town shall receive a reduction in any outstanding General Fund advances or loans or make payment or transfer from the General Fund equal to the amount such assessment.

(ii) Subject to Section 5 of this Act, the fees, rates, rents, assessments and other charges so established by the Commission shall be so fixed and adjusted in respect to the aggregate thereof so as to provide revenues at least sufficient (1) to pay the current expenses of the Commission,

(2) to pay the principal of, premium, if any, and interest on bonds or other evidences of indebtedness issued by the Town for the Commission as the same become due and payable, (3) to create and maintain such reasonable reserves as may be reasonably required by any trust agreement or resolution securing bonds, (4) to provide funds for paying the cost of all necessary repairs, replacements and renewals of the wastewater management system and (5) to pay or provide for any amounts which the Commission may be obligated to pay or provide for by law or contract including any resolution or contract with or for the benefit of the holders of bonds issued for the Commission. The annual operating budget of the Commission shall be submitted to the Board of Selectmen and Finance Committee of the Town for review and recommendation, and all funds expended by the Commission shall be subject to appropriation by town meeting.

(l) to exercise the powers and privileges of, and to be subject to limitations upon towns and cities provided by the provisions of Sections 1 to 24, inclusive, and 27 to 29, inclusive, of Chapter 83 of the General Laws, insofar as such provisions may be applicable and are consistent with the provisions of this Act;

(m) to do all things necessary, convenient or desirable for carrying out the purposes of this Act or the powers expressly granted or necessarily implied in this Act; and

(n) consistent with the Constitution and laws of the Commonwealth, the Commission shall have such other powers as may be necessary for or incident to carrying out the foregoing powers and the accomplishment of the purposes of this Act; provided, however, that nothing in this Act shall impose any duty on the Commission to maintain groundwater levels within or without the boundaries of the Town.

Section 5. Budgets. The Town is hereby authorized to establish an Enterprise Fund in accordance with the provisions of Section 53F1\2 of Chapter 44 of the General Laws for the operation of the wastewater management system. On or before one year after the effective date of this act and annually thereafter, the Commission shall prepare a proposed capital improvement program for the next three succeeding fiscal years of said commission and shall adopt an operating and capital improvement budget for the next succeeding fiscal year. Such program and budgets shall include a description of the operations and projects proposed to be undertaken during such periods, the costs proposed to be incurred in connection with such operations and projects, the method of financing such costs and an estimate of the effect, if any, that such costs will have on the current or projected fees, rates, assessments and other charges of the Commission. The program and budget shall be annually prepared and the budget shall be presented for approval to the town meeting. The commission shall submit its operating capital budget to the Board of Selectmen and Finance Committee of the Town for review and recommendation. The Commission shall hold at least one public hearing on the proposed capital improvement program and budget and operating budget prior to adoption, which hearing may be combined with a hearing provided in Section 4, Paragraph(i) of this Act, notice of which shall be delivered to said board of selectmen and be published in a newspaper of substantial circulation in the Town at least one month in advance of the hearing. No later than the date of such publication, the Commission shall make available to the public and deliver to said board of selectmen copies of the proposed program and budgets.

Section 6. Borrowing. The Town may incur debt for development of the wastewater management system in accordance with Chapter 44 of the General Laws. Notwithstanding any

provision of Section 17 of Chapter 44 of the General Laws to the contrary, the Town may make temporary loans for a period of not more than five years in anticipation of the money to be derived from the sale of bonds for the construction and installation of the wastewater management system in said service area. The principal of, premium, if any, and interest on all notes and bonds issued by the Town for the Commission, unless otherwise provided by the Town, shall be payable solely from the funds provided therefore from revenues as herein provided, but shall be general obligations of the Town for payment of which the full faith and credit of said Town shall be pledged.

Section 7. System Usage Charge Liens and Abatements. The Commission shall have the benefit, without further acceptance of Sections 16A and 16B of said Chapter 83, to the extent applicable and consistent with this Act. Applications for abatements in accordance with Section 16E of said Chapter 83 shall be made to the Commission within thirty days after the date of such demand. Upon written application, the collector of taxes for the Town shall issue lien certificates in accordance with Section 23 of Chapter 60 of the General Laws. No recordation of certificates issued by the Town pursuant to said Section 23 of said Chapter 60 shall affect liens for the unpaid fees, rates, rents, assessments, and other charges of the Commission.

Section 8. Betterment Assessment Payback Period and Interest Rate. Notwithstanding any provision of Section 13 of Chapter 80 of the General Laws to the contrary, (a) the Board of Assessors of the Town may, at the request of the owner of the land so assessed, apportion all betterment assessments or unpaid balances thereof relative to the wastewater management system in said service area into equal portions of up to thirty to be paid annually for a period of up to thirty years after such assessments first appear on the affected landowner's real estate tax bill; and (b) betterment assessments made by the Commission shall, at the election of the Commission, bear interest at one rate of up to five per cent per annum or, at a rate of up to two per cent above the rate of interest chargeable to the Town for the betterment project to which the assessments relate, from the thirtieth day after betterment assessments have been committed to the Town Collector.

Section 9. Deferral of Betterment Assessments and Usage Charges. The Commission shall have the benefit, without further acceptance of Section 13B of said Chapter 80 and Section 16G of said Chapter 83.

Section 10. Connections to the System.

(a) Notwithstanding the provisions of Section 3 of Chapter 83 of the General Laws, said commission shall not be required to connect any home, facility or lot to the wastewater management system, except as set forth in Paragraph (b) below. The Commission shall not permit the connection of (i) a new facility; (ii) a facility that has been reconstructed resulting in an increase of the gross floor area or in the number of bedrooms; or (iii) a facility that has undergone a change in use to the wastewater management system or permit an increase in design flow into the wastewater management system for a facility in existence on May 1, 2009, if that new or changed facility could not have been constructed with a wastewater disposal system or septic system which would comply with Title V of the State Environmental Code or other applicable regulations of the Massachusetts Department of Environmental Protection or the increase in design flow could not have been permitted in the absence of a connection to the wastewater management system, unless the Commission, with the approval of the Board of

Selectmen, determines that such a connection is necessary for the health, welfare or safety of the Town or creates a demonstrable benefit to the Town.

(b) Any facility within the Harvard Wastewater Management Service Area which is served by a subsurface sewage disposal system which is in a state of failure as determined by the Board of Health or the Massachusetts Department of Environmental Protection shall be connected to the wastewater management system within six months after the owner of the facility receives written notice from the Commission that the wastewater management system is complete and operational.

(c) Any owner of a facility who is aggrieved by a decision of the Commission relative to such owner's application to voluntarily or involuntarily connect such owner's facility to the wastewater management system may appeal the Commission's decision to the Board of Selectmen by filing a written petition with the Board of Selectmen within sixty (60) days after receipt of the Commission's written decision. The Board of Selectmen may hold a hearing on the petition, consult with the Board of Health, and shall render a written decision thereon affirming, modifying or reversing the Commission's decision within ninety (90) days after receipt of the petition or such longer period of time as may be agreed to by the Board of Selectmen and the petitioner. If the Board of Selectmen fails to act on such a petition within said period of time, the Commission's decision shall be deemed to be affirmed.

Section 11. Consistency with Law. Insofar as the provisions of this Act are inconsistent with the provisions of any general or special law, administrative order or regulation, or by-law, rule, regulation or code of the Town, other than rules and regulations or orders of the Board of Health or by-laws of the Town which require homes or facilities to be connected to the wastewater management system involuntarily, the provisions of this Act shall be controlling.

Section 12. Construction. This Act, being necessary for the health and welfare of the Town of Harvard and its inhabitants, shall be liberally construed to effectuate its purposes. This Act shall be construed in all respects so as to meet all constitutional requirements. In carrying out the purposes and provisions of this Act, all steps shall be taken which are necessary to meet constitutional requirements whether or not such steps are required by statute.

Section 13. Effective Date. This Act shall take effect upon its passage.

The following motion was made by Tim Clark, 114 Bolton Road, Board of Selectmen, and seconded,

I move that the Town authorize the Board of Selectmen to petition the State Legislature to enact a special act substantially the same as the special act printed in Article 24 of the Warrant for the 2009 Annual Town Meeting, except for the definition of the term "Harvard Wastewater Management Service Area", in Section 3 of said proposed special act which shall mean "that portion of the Town of Harvard as shown on a plan entitled "Proposed Sewer Service Plan, Town of Harvard, Mass. prepared for Town of Harvard", dated 11/19/2008 and revised on 3/30/2009, prepared by Norfolk Ram in association with Weston & Sampson and filed in the office of the Town Clerk of the Town or as such service area may be modified by majority vote

of the Town at a town meeting, upon the recommendation of the Commission” and the words “, at the request of the owner of the land so assessed,” which shall be stricken from paragraph (a) of Section 8 of said proposed special act.

The following amendment was made by Kevin Durand, 13 Massachusetts Avenue, and seconded,

I move to add back in the wording deleted in Section 8.

Town Counsel Mark Lanza stated that the wording would not be approved by the state because it gave too much power to the homeowner.

Voted majority no to amend the motion.

A motion by Lucy Wallace to move the question was seconded, and voted greater than 2/3 yes.

Voted majority yes to authorize the Board of Selectmen to petition the State Legislature to enact a special act substantially the same as the special act set forth below or pass any vote or votes in relation thereto.

AN ACT RELATIVE TO A WASTEWATER MANAGEMENT DISTRICT IN THE TOWN OF HARVARD

Section 1. Name. This act shall be known as the Harvard Wastewater Management District Act.

Section 2. Purpose. The purpose of this act is to ensure and facilitate the connection of buildings and structures located in the Harvard Wastewater Management Service Area to the common wastewater management system to be constructed and installed therein; reduce and prevent contamination and pollution of drinking water, groundwater and other natural resources in said service area; provide for an efficient and financially self-sustaining wastewater management system in said areas; facilitate the implementation of Title V of the State Environmental Code in order to protect and improve groundwater supplying drinking water; protect persons residing in said service area from the risks and hazards associated with such contamination and pollution, all to the public benefit and good, and to the extent and manner provided herein.

Section 3. Definitions. As used in this act, the following words shall, unless the context requires otherwise, have the following meanings:

“Board of Health”, the Board of Health of the Town of Harvard.

“Commission” the Harvard Wastewater Management District Commission of the Town established by Section 4 of this Act.

“Costs”, all costs and expenses of the planning, design, acquisition, construction, installation, reconstruction, alteration, extension, improvement or enlargement of the wastewater management system including, without limitation, costs of labor, materials, professional services, consulting services, equipment, grinder and ejector pumps, materials, supplies, machinery, structures, all rights in real and personal property, costs of demolitions or relocations, costs of removal or relocations of public utilities, financing charges and expenses, debt service costs relative to the wastewater management system.

“Facility”, shall mean a facility as defined in 310 CMR 15.002 of the State Environmental Code as of May 1, 2009.

“Revenues”, all revenues, rates, fees, charges, rents, proceeds of loans, grant funds, insurance proceeds, investment earnings and other receipts derived from the operation of the wastewater management system.

“Harvard Wastewater Management Service Area”, shall mean that portion of the Town of Harvard shown on a plan entitled “Proposed Sewer Service Plan, Town of Harvard, Mass. prepared for Town of Harvard”, dated 11/19/2008 and revised on 3/30/2009 prepared by Norfolk Ram in Association with Weston & Sampson and filed in the office of the Town Clerk of the Town or as such service area may be modified by majority vote of the Town at a town meeting, upon the recommendation of the Commission.

“Town”, the Town of Harvard.

“Wastewater management system”, the wastewater collection, conveyance, treatment and disposal systems serving more than one facility to be constructed or to be in the possession of and under the jurisdiction and control of the Commission, including all components thereof.

“Wastewater”, greywater and blackwater from domestic, municipal and other governmental and institutional uses, but not from industrial sources, as defined in 310 CMR 15.002 of the State Environmental Code.

Section 4. Commission. There is hereby established in the Town of Harvard a commission to be known as the Harvard Wastewater Management District Commission, which shall have the rights, powers and duties specified in this Act and the General Laws relating to town boards, and shall be subject to such instructions as the Town may from time to time impose by vote of its town meeting.

Except as otherwise provided in this Act, said commission shall consist of three members, each of whom shall be a resident of the Town. At least one such member shall reside in the Harvard Wastewater Management Service Area. The members shall be appointed by the Board of Selectmen of the Town within sixty days after the effective date of this Act, provided that the design of the wastewater management system to be constructed in said service area has been approved by vote of the Town at a town meeting. Of the members first appointed, one shall serve in office for a term expiring on June thirtieth in the year following the effective date of this Act,

and one for a term expiring on June thirtieth in the second year following the effective date of this Act, and one for a term expiring on June thirtieth in the third year following the effective date of this Act. Thereafter, said board of selectmen shall appoint successors for a term of three years, or in the case of an appointment to fill a vacancy, for the unexpired term, and until the successor is appointed and qualified. Any member of said commission shall be eligible for reappointment. Any member of said commission may be removed at any time for cause. No vacancy in the membership of said commission shall impair the right of a quorum to exercise the powers of said commission. Two members of said commission shall constitute a quorum and the affirmative vote of two members shall be necessary for any action taken by vote of said commission.

Said commission shall annually elect one of its members as chair. The members shall serve without compensation. The members of said commission shall not be municipal employees within the meaning of Chapter 268A of the General Laws.

The Commission shall have all the rights, authority and powers necessary or convenient to carry out and effectuate this Act, including, but without limiting the generality of the foregoing, the rights, authority and power to:

(a) to hire, employ or engage the services of engineers, land surveyors, consultants and such other experts as it deems necessary and determine their duties;

(b) to construct, install, improve, extend, enlarge, operate, maintain, repair and reconstruct the wastewater management system, subject to the limitations set forth in Section 10 of this Act;

(c) to hold, manage, maintain, control and regulate the use of Town-owned property, real or personal, tangible or intangible, or interests therein, for the purposes of this Act, consistent with all requirements of the General Laws;

(d) to adopt rules and regulations relative to the use of and connection to the wastewater management system including the types of wastewater that can be discharged into the system, subject to the approval of the Board of Selectmen. The Commission may, by regulation, prescribe civil penalties, which shall enure to the Town, in accordance with Section 10 of Chapter 83 of the General Laws for the violation of any such rule or regulation of the Commission. Prior to adopting or amending such rules and regulations, the Commission shall hold a public hearing thereon, notice of which, giving the time, date and place, shall be placed in a newspaper of general circulation in the town, once in each of two successive weeks, with the first such publication being not less than fourteen (14) days before the hearing. Any such rules and regulations so adopted or amended and so approved shall be filed in the office of the Town Clerk whereupon they shall take effect. The Commission may also assess fines not exceeding three hundred dollars for each violation of its rules and regulations in accordance with Section 21 of Chapter 40 of the General Laws;

(e) to apply for, receive, accept, administer, expend and comply with the conditions of any grant, gift, loan, donation, or appropriation of any money or property in aid of the purposes of this Act;

(f) to sell, exchange, transfer or otherwise dispose of any surplus personal property, tangible or intangible, consistent with all requirements of the General Laws;

(g) to contract for and procure wastewater management, treatment and disposal from any person, private or public corporation or government agency or entity, consistent with all requirements of the General laws, when necessary or convenient for the operation of the wastewater management system;

(h) to use and expend monies borrowed or appropriated by the Town for the purposes of this Act;

(i) to make contracts of every name and nature and to execute and deliver all instruments necessary or convenient for carrying out its duties;

(j) to create an overall wastewater management policy and plan for the Harvard Wastewater Management Service Area, which shall be consistent with the Town's Master Plan and Open Space and Recreation Plan;

(k) to fix, revise, charge, collect and abate fees, rates, assessments, delinquency charges and other charges for wastewater collection, treatment and disposal services, facilities and commodities for facilities connected to the wastewater management system;

(i) Subject to Section 5 of this Act, such fees, rates, rents, assessments, delinquency charges and other charges of general application shall be adopted and revised by the Commission at least annually in accordance with procedures to be established by the Commission for assuring that interested persons are afforded notice and an opportunity to present data, views and arguments. The commission shall hold at least one public hearing on its schedule of fees, rates and charges or any revision thereof prior to adoption, notice of which shall be delivered to the Board of Selectmen of the Town and be published in a newspaper of substantial circulation in the Town at least one month in advance of the hearing. No later than the date of such publication, the Commission shall make available to the public and deliver to said selectmen and the Finance Committee of the Town the proposed schedule of fees, rates and charges and its proposed operating and capital budgets for its next fiscal year. The commission may combine its fees, rates and other charges for wastewater services provided by it in a single schedule of charges. Fees, rates, rents, assessments, abatements and other charges established by the Commission shall not be subject to supervision or regulation by any department, division, commission, board, bureau, or agency of the Commonwealth. Such schedule shall provide for the metering, monitoring and other measuring of, and charging for, wastewater management services provided by the commission to consumers of such services in said service area, except for the Town, provided, further, that no betterment or special assessment shall be made by the Commission under the authority of Chapters 80 or 83 of the General Laws or any other provision of law against property owned by the Town, the Commonwealth, any political subdivisions thereof or the United States or any agencies thereof. In lieu of any betterment assessment or special assessment, the Town shall receive a reduction in any outstanding General Fund advances or loans or make payment or transfer from the General Fund equal to the amount such assessment.

(ii) Subject to Section 5 of this Act, the fees, rates, rents, assessments and other charges so established by the Commission shall be so fixed and adjusted in respect to the aggregate thereof so as to provide revenues at least sufficient (1) to pay the current expenses of the Commission, (2) to pay the principal of, premium, if any, and interest on bonds or other evidences of indebtedness issued by the Town for the Commission as the same become due and payable, (3) to create and maintain such reasonable reserves as may be reasonably required by any trust agreement or resolution securing bonds, (4) to provide funds for paying the cost of all necessary repairs, replacements and renewals of the wastewater management system and (5) to pay or provide for any amounts which the Commission may be obligated to pay or provide for by law or contract including any resolution or contract with or for the benefit of the holders of bonds issued for the Commission. The annual operating budget of the Commission shall be submitted to the Board of Selectmen and Finance Committee of the Town for review and recommendation, and all funds expended by the Commission shall be subject to appropriation by town meeting.

(l) to exercise the powers and privileges of, and to be subject to limitations upon towns and cities provided by the provisions of Sections 1 to 24, inclusive, and 27 to 29, inclusive, of Chapter 83 of the General Laws, insofar as such provisions may be applicable and are consistent with the provisions of this Act;

(m) to do all things necessary, convenient or desirable for carrying out the purposes of this Act or the powers expressly granted or necessarily implied in this Act; and

(n) consistent with the Constitution and laws of the Commonwealth, the Commission shall have such other powers as may be necessary for or incident to carrying out the foregoing powers and the accomplishment of the purposes of this Act; provided, however, that nothing in this Act shall impose any duty on the Commission to maintain groundwater levels within or without the boundaries of the Town.

Section 5. Budgets. The Town is hereby authorized to establish an Enterprise Fund in accordance with the provisions of Section 53F1\2 of Chapter 44 of the General Laws for the operation of the wastewater management system. On or before one year after the effective date of this act and annually thereafter, the Commission shall prepare a proposed capital improvement program for the next three succeeding fiscal years of said commission and shall adopt an operating and capital improvement budget for the next succeeding fiscal year. Such program and budgets shall include a description of the operations and projects proposed to be undertaken during such periods, the costs proposed to be incurred in connection with such operations and projects, the method of financing such costs and an estimate of the effect, if any, that such costs will have on the current or projected fees, rates, assessments and other charges of the Commission. The program and budget shall be annually prepared and the budget shall be presented for approval to the town meeting. The commission shall submit its operating capital budget to the Board of Selectmen and Finance Committee of the Town for review and recommendation. The Commission shall hold at least one public hearing on the proposed capital improvement program and budget and operating budget prior to adoption, which hearing may be combined with a hearing provided in Section 4, Paragraph(i) of this Act, notice of which shall be delivered to said board of selectmen and be published in a newspaper of substantial circulation in the Town at least one month in advance of the hearing. No later than the date of such publication,

the Commission shall make available to the public and deliver to said board of selectmen copies of the proposed program and budgets.

Section 6. Borrowing. The Town may incur debt for development of the wastewater management system in accordance with Chapter 44 of the General Laws. Notwithstanding any provision of Section 17 of Chapter 44 of the General Laws to the contrary, the Town may make temporary loans for a period of not more than five years in anticipation of the money to be derived from the sale of bonds for the construction and installation of the wastewater management system in said service area. The principal of, premium, if any, and interest on all notes and bonds issued by the Town for the Commission, unless otherwise provided by the Town, shall be payable solely from the funds provided therefore from revenues as herein provided, but shall be general obligations of the Town for payment of which the full faith and credit of said Town shall be pledged.

Section 7. System Usage Charge Liens and Abatements. The Commission shall have the benefit, without further acceptance of Sections 16A and 16B of said Chapter 83, to the extent applicable and consistent with this Act. Applications for abatements in accordance with Section 16E of said Chapter 83 shall be made to the Commission within thirty days after the date of such demand. Upon written application, the collector of taxes for the Town shall issue lien certificates in accordance with Section 23 of Chapter 60 of the General Laws. No recordation of certificates issued by the Town pursuant to said Section 23 of said Chapter 60 shall affect liens for the unpaid fees, rates, rents, assessments, and other charges of the Commission.

Section 8. Betterment Assessment Payback Period and Interest Rate. Notwithstanding any provision of Section 13 of Chapter 80 of the General Laws to the contrary, (a) the Board of Assessors of the Town may apportion all betterment assessments or unpaid balances thereof relative to the wastewater management system in said service area into equal portions of up to thirty to be paid annually for a period of up to thirty years after such assessments first appear on the affected landowner's real estate tax bill; and (b) betterment assessments made by the Commission shall, at the election of the Commission, bear interest at one rate of up to five per cent per annum or, at a rate of up to two per cent above the rate of interest chargeable to the Town for the betterment project to which the assessments relate, from the thirtieth day after betterment assessments have been committed to the Town Collector.

Section 9. Deferral of Betterment Assessments and Usage Charges. The Commission shall have the benefit, without further acceptance of Section 13B of said Chapter 80 and Section 16G of said Chapter 83.

Section 10. Connections to the System.

(a) Notwithstanding the provisions of Section 3 of Chapter 83 of the General Laws, said commission shall not be required to connect any home, facility or lot to the wastewater management system, except as set forth in Paragraph (b) below. The Commission shall not permit the connection of (i) a new facility; (ii) a facility that has been reconstructed resulting in an increase of the gross floor area or in the number of bedrooms; or (iii) a facility that has undergone a change in use to the wastewater management system or permit an increase in design flow into the wastewater management system for a facility in existence on May 1, 2009, if that new or changed facility could not have been constructed with a wastewater disposal system

or septic system which would comply with Title V of the State Environmental Code or other applicable regulations of the Massachusetts Department of Environmental Protection or the increase in design flow could not have been permitted in the absence of a connection to the wastewater management system, unless the Commission, with the approval of the Board of Selectmen, determines that such a connection is necessary for the health, welfare or safety of the Town or creates a demonstrable benefit to the Town.

(b) Any facility within the Harvard Wastewater Management Service Area which is served by a subsurface sewage disposal system which is in a state of failure as determined by the Board of Health or the Massachusetts Department of Environmental Protection shall be connected to the wastewater management system within six months after the owner of the facility receives written notice from the Commission that the wastewater management system is complete and operational.

(c) Any owner of a facility who is aggrieved by a decision of the Commission relative to such owner's application to voluntarily or involuntarily connect such owner's facility to the wastewater management system may appeal the Commission's decision to the Board of Selectmen by filing a written petition with the Board of Selectmen within sixty (60) days after receipt of the Commission's written decision. The Board of Selectmen may hold a hearing on the petition, consult with the Board of Health, and shall render a written decision thereon affirming, modifying or reversing the Commission's decision within ninety (90) days after receipt of the petition or such longer period of time as may be agreed to by the Board of Selectmen and the petitioner. If the Board of Selectmen fails to act on such a petition within said period of time, the Commission's decision shall be deemed to be affirmed.

Section 11. Consistency with Law. Insofar as the provisions of this Act are inconsistent with the provisions of any general or special law, administrative order or regulation, or by-law, rule, regulation or code of the Town, other than rules and regulations or orders of the Board of Health or by-laws of the Town which require homes or facilities to be connected to the wastewater management system involuntarily, the provisions of this Act shall be controlling.

Section 12. Construction. This Act, being necessary for the health and welfare of the Town of Harvard and its inhabitants, shall be liberally construed to effectuate its purposes. This Act shall be construed in all respects so as to meet all constitutional requirements. In carrying out the purposes and provisions of this Act, all steps shall be taken which are necessary to meet constitutional requirements whether or not such steps are required by statute.

Section 13. Effective Date. This Act shall take effect upon its passage.

ARTICLE 25: DEBT EXCLUSION – TOWN CENTER SEWER

To see if the Town will vote to appropriate, and authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow pursuant to Chapter 44, Sections 7 and 8 of the Massachusetts General Laws, or any other enabling authority, a sum not to exceed \$2,000,000 in order to design and construct a sewer system to serve the "Harvard Wastewater Management Service Area" as defined in "An Act Relative To A Wastewater Management District In the

Town of Harvard” set forth in Article 24 of the Warrant for the 2009 Annual Town Meeting, contingent upon the passage of a Proposition Two and One-Half debt exclusion ballot question at the Annual Town Election on May 5, 2009, or pass any vote or votes in relation thereto.

On a motion by Tim Clark, 114 Bolton Road, Board of Selectmen, and seconded,

Voted greater than 2/3rds yes that the Town appropriate \$2,000,000. for the purpose of financing the planning and construction of a sewer system to serve the “Harvard Wastewater Management Service Area” as defined in “An Act Relative To A Wastewater Management District In the Town of Harvard” set forth in the motion adopted under Article 24 of the Warrant for the 2009 Annual Town Meeting including, without limitation, all costs thereof as defined in Section 1 of Chapter 29C of the Massachusetts General Laws, as most recently amended by Chapter 78 of the Acts of 1998; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow 2,000,000, and issue bonds or notes therefore under Sections 7 and 8 of Chapter 44 of the Massachusetts General Laws or , or any other enabling authority and/or Chapter 29C of the Massachusetts General Laws, as most recently amended by Chapter 78 of the Acts of 1998, contingent upon the passage of a Proposition Two and One-Half debt exclusion ballot question at the Annual Town Election on May 5, 2009; that such bonds or notes shall be general obligations of the Town, unless the Treasurer, with the approval of the Selectmen determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of said Chapter 29C, as most recently amended by Chapter 78 of the Acts of 1998; that the Treasurer, with the approval of the Selectmen, is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust Fund established pursuant to said Chapter 29C, as most recently amended by Chapter 78 of the Acts of 1998, contingent upon the passage of a Proposition Two and One-Half debt exclusion ballot question at the Annual Town Election on May 5, 2009; and in connection therewith to enter into a loan agreement and/or security agreement with said Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Board of Selectmen and/or the Harvard Wastewater Management District Commission is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for said project and to take any other action necessary to carry out said project.

ARTICLE 26: ENGINEERING DESIGN FOR WASTE WATER TREATMENT FACILITY REPAIRS AND UPGRADES

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to be expended by the Board of Selectmen to perform an engineering design to correct deficiencies in the nitrogen processing capability and operation of the Town-owned Wastewater Treatment Facility on Massachusetts Avenue, provided that no funds appropriated under this article shall be so expended if funds are appropriated under Article 25 of the 2009 Annual Town Meeting Warrant for the design and construction of the sewer system described therein and the related Proposition Two and One-Half debt exclusion ballot question passes at the Annual Town Election on May 5, 2009, or pass any vote or votes in relation thereto.

On a motion by Tim Clark, 114 Bolton Road, Board of Selectmen, and seconded,

Voted greater than 2/3rds yes that the Town transfer \$80,000 from the General Stabilization Fund to be expended by the Board of Selectmen to perform an engineering design to correct deficiencies in the nitrogen processing capability and operation of the Town-owned Wastewater Treatment Facility on Massachusetts Avenue, provided that no funds appropriated under this article shall be so expended if funds are appropriated under Article 25 of the 2009 Annual Town Meeting Warrant for the design and construction of the sewer system described therein and the related Proposition Two and One-Half debt exclusion ballot question passes at the Annual Town Election on May 5, 2009.

ARTICLE 27: COMMUNITY PRESERVATION COMMITTEE REPORT

To see if the Town will vote to hear the report and recommendations of the Community Preservation Committee on the Fiscal Year 2010 Community Preservation Budget, or pass any vote or votes in relation thereto.

(Inserted by Community Preservation Committee)

On a motion by Mark Cooper, 103 Bolton Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town vote to hear the report and recommendations of the Community Preservation Committee on the Fiscal Year 2010 Community Preservation Budget.

ARTICLE 28: BARE HILL POND STORMWATER POLLUTION CONTROL

To see if the Town will vote to appropriate and transfer from Community Preservation Fund Unallocated Reserves the sum of \$119,100 to be expended by the Bare Hill Pond Watershed Management Committee for Bare Hill Pond Stormwater Pollution Control, with unexpended funds as of June 30, 2012 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Donald Boyce, 310 Stow Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town appropriate and transfer from Community Preservation Fund Unallocated Reserves the sum of \$119,100 to be expended by the Bare Hill Pond Watershed Management Committee for Bare Hill Pond Stormwater Pollution Control, with unexpended funds as of June 30, 2012 being returned to their funding source.

ARTICLE 29: HARVARD MUNICIPAL AFFORDABLE HOUSING TRUST FUND

To see if the Town will vote to appropriate and transfer from Fiscal Year 2010 Community Preservation Revenues the sum of \$100,000 to be placed in the Harvard Municipal Affordable Housing Trust Fund, or pass any vote or votes in relation thereto.

On a motion by Margaret Grogan, 19 Pond Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town appropriate and transfer from Fiscal Year 2010 Community Preservation Revenues the sum of \$100,000 to be placed in the Harvard Municipal Affordable Housing Trust Fund.

ARTICLE 30: CONSERVATION FUND

To see if the Town will vote to appropriate and transfer from Fiscal Year 2010 Community Preservation Revenues the sum of \$100,000 to be placed in the Conservation Fund and any properties purchased with these funds will require a deed restriction or Conservation restriction, or pass any vote or votes in relation thereto.

On a motion by Joseph Sudol, 35 Lancaster County Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town appropriate and transfer from Fiscal Year 2010 Community Preservation Revenues the sum of \$100,000 to be placed in the Conservation Fund, provided that any properties purchased with these funds shall be subject to a deed restriction or a conservation restriction.

ARTICLE 31: COMMUNITY PRESERVATION COMMITTEE – ADMINISTRATIVE EXPENSES

To see if the Town will vote to appropriate and transfer from Community Preservation Fund Unallocated Reserves the sum of \$2,500 to be expended by the Harvard Community Preservation Committee for administrative expenses, including Community Preservation Coalition dues and necessary legal fees, with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Mark Cooper, 103 Bolton Road, Community Preservation Committee, and seconded,

Voted majority yes that the Town vote to appropriate and transfer from Community Preservation Fund Unallocated Reserves the sum of \$2,500 to be expended by the Harvard Community Preservation Committee for administrative expenses, including Community Preservation Coalition dues and necessary legal fees, with unexpended funds as of June 30, 2010 being returned to their funding source.

ARTICLE 32: TRANSFER FUNDS FROM COMMUNITY PRESERVATION FUND HISTORIC RESERVES TO HARVARD HISTORICAL COMMISSION

To see if the Town will vote to appropriate and transfer from Community Preservation Fund Historic Reserves the sum of \$7,500 to be expended by the Harvard Historical Commission for signage for the Town's Historic District, with unexpended funds as of June 30, 2010 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Chris Cutler, 56 Stow Road, Community Preservation Committee, and seconded,

Voted majority yes that the Town appropriate and transfer from Community Preservation Fund Historic Reserves the sum of \$7,500 to be expended by the Harvard Historical Commission for signage for the Town's Historic District, with unexpended funds as of June 30, 2010 being returned to their funding source.

ARTICLE 33: COMMUNITY PRESERVATION FUND HISTORIC RESERVES

To see if the Town will vote to appropriate and transfer from Fiscal Year 2010 Community Preservation Revenues the sum of \$23,211 to be placed in the Community Preservation Fund Historic Reserves to meet the 10% requirement of the Community Preservation Act, or pass any vote or votes in relation thereto.

On a motion by Deborah Thomson, 130 Poor Farm Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town vote to appropriate and transfer from Fiscal Year 2010 Community Preservation Revenues the sum of \$23,211 to be placed in the Community Preservation Fund Historic Reserves to meet the 10% requirement of the Community Preservation Act for such reserves.

ARTICLE 34: COMMUNITY PRESERVATION AFFORDABLE HOUSING RESERVES

To see if the Town will vote to appropriate and transfer from Community Preservation Fund Unallocated Reserves the sum of \$6,556 to the Affordable Housing Reserve account to cure an existing deficit, or pass any vote or votes in relation thereto.

On a motion by Steven Rowse, 214 Old Littleton Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town appropriate and transfer from Community Preservation Fund Unallocated Reserves the sum of \$6,556 to the Affordable Housing Reserve account to cure an existing deficit in said account.

ARTICLE 35: AMEND PROTECTIVE BYLAW – SITE STANDARDS

To see if the Town will vote to amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by making the following revisions to § 125-39:

[Key to revisions: underlining denotes additions; ~~striketrough~~ denotes deletions]

HARVARD PROTECTIVE BYLAW CHAPTER 125-39 SITE STANDARDS

§ 125-39. Site Standards. [Amended 4-13-1968 ATM.....]

B. Standards for driveways.

(5) Layout.

(c) Driveway locations shall meet the line of sight criteria based on the American Association of State Highway and Transportation Officials (AASHTO) Policy on Geometric Design of Highways and Streets or, where driveways are located on very low-volume local roads (average daily traffic volume of 400 vehicles per day or less), locations shall meet the guidelines of AASHTO Guidelines for Design of Very Low-Volume Local Roads (Average Daily Traffic less than or equal to 400). Exceptions to these guidelines may be considered by the Planning Board where it can be shown that less restrictive criteria would not impact safety or that more restrictive criteria would be required for safety. Substantially clear visibility of driveways is provided for approaching street traffic;
or pass any vote or votes in relation thereto.

The following motion was made by Craig Bardenheuer, 101Ayer Road, Planning Board, and seconded,

I move that the Town amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, as printed in Article 35 of the 2009 Annual Town Meeting Warrant.

Voted greater than 2/3rds yes that the Town will vote to amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by making the following revisions to § 125-39:

[Key to revisions: underlining denotes additions; ~~striketrough~~ denotes deletions]

HARVARD PROTECTIVE BYLAW CHAPTER 125-39 SITE STANDARDS

§ 125-39. Site Standards. [Amended 4-13-1968 ATM.....]

B. Standards for driveways.

(5) Layout.

(c) Driveway locations shall meet the line of sight criteria based on the American Association of State Highway and Transportation Officials (AASHTO) Policy on Geometric Design of Highways and Streets or, where driveways are located on very low-volume local roads (average daily traffic volume of 400 vehicles per day or less), locations shall meet the guidelines of AASHTO Guidelines for Design of Very Low-Volume Local Roads (Average Daily Traffic less than or equal to 400). Exceptions to these guidelines may be considered by the Planning Board where it can be shown that less restrictive criteria would not impact safety or that more restrictive criteria would be required for safety. Substantially clear visibility of driveways is provided for approaching street traffic;

Approved by the Attorney General's Office on August 12, 2009, effective on posting date of August 18, 2009.

ARTICLE 36: AMEND PROTECTIVE BYLAW – GENERAL

To see if the Town will vote to amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by adding to §125-20 thereof the following new paragraph:

E. Drive-in or drive-through services are specifically prohibited. Also specifically prohibited are drive-in or drive-through services offered as accessory use or part of a use that would be otherwise eligible for a special permit under The Town of Harvard Protective Bylaw, Chapter 125.

or pass any vote or votes in relation thereto.

The following motion was made by Kara Minar, 204 Still River Road, Planning Board, and seconded,

I move that the Town amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, as printed in Article 36 of the 2009 Annual Town Meeting Warrant.

The following motion was made be Leo Blair, and seconded,

I move to amend the motion as follows:

E. Drive-in or drive-through services are specifically prohibited “, except for drive-in’s or drive-through’s for banks and pharmacies.”

The Planning Board accepted the amendment.

Voted 69 yes, 60 no [**does NOT pass**] to amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by adding to §125-20 thereof the following new paragraph:

E. Drive-in or drive-through services are specifically prohibited, except for drive-in’s or drive-through’s for banks and pharmacies. Also specifically prohibited are drive-in or drive-through services offered as accessory use or part of a use that would be otherwise eligible for a special permit under The Town of Harvard Protective Bylaw, Chapter 125.

ARTICLE 37: AMEND PROTECTIVE BYLAW – DEFINITIONS

To see if the Town will vote to amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by making the following revisions to § 125-2:

[Key to revisions: underlining denotes additions; ~~strikethrough~~ denotes deletions]

STRUCTURE – Any ~~construction or assemblage of materials with a fixed location, including a building,~~ platform, tower, pole, sign, fence, wall, dam, swimming pool, fence or wall that is greater than six (6) feet in height and in a fixed location, or any construction or assemblage of materials or any building greater than 120 square feet in floor area with or without pilings, footings or foundations. Underground utilities, ~~and driveways~~ and storage buildings having not

more than 120 square feet of floor area shall not be considered structures. [Amended 4-21-1992 STM by Art. 4]

FLOOR AREA, GROSS -- Gross floor area shall be the floor area within the perimeter of all continuous exterior walls of the building under consideration, without deduction for hallways, stairs, closets, thickness of walls, columns or other features and shall contain all floor area within any portions of a building that may be completely separated from other portions by firewalls as defined in the Massachusetts Building Code, with the following exclusions: [Added 3-27-1993 ATM by Art. 22; amended 4-5-1997 ATM by Art. 44]

- A. The floor area of crawl spaces having less than four feet of headroom;
- B. In a dwelling, the floor area of unfinished attic space under a roof with a pitch no greater than 8/12 (vertical over horizontal)

1) By adding the following new definition:

BUILDING - A structure enclosed within all continuous exterior walls, built, erected and framed of a combination of any materials, whether portable or fixed having a roof to form a structure for the shelter of persons, animals or property. For the purpose of this definition, "roof" shall include an awning or similar covering, whether or not permanent in nature.

or pass any vote or votes in relation thereto.

The following motion was made by Barbara Brady, 316 Stow Road, Planning Board, and seconded,

I move that the Town amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, as printed in Article 37 of the 2009 Annual Town Meeting Warrant, except Floor Area take no action.

Voted less than 2/3rd yes [**does NOT pass**] to amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by making the following revisions to § 125-2:

[Key to revisions: underlining denotes additions; ~~strikethrough~~ denotes deletions]

~~STRUCTURE -- Any construction or assemblage of materials with a fixed location, including a building, platform, tower, pole, sign, fence, wall, dam, swimming pool, fence or wall that is greater than six (6) feet in height and in a fixed location, or any construction or assemblage of materials or any building greater than 120 square feet in floor area with or without pilings, footings or foundations. Underground utilities, and driveways and storage buildings having not more than 120 square feet of floor area shall not be considered structures. [Amended 4-21-1992 STM by Art. 4]~~

1) By adding the following new definition:

BUILDING - A structure enclosed within all continuous exterior walls, built, erected and framed of a combination of any materials, whether portable or fixed having a roof to form a structure for the shelter of persons, animals or property. For the purpose of this definition, "roof" shall include an awning or similar covering, whether or not permanent in nature.

ARTICLE 38: AMEND PROTECTIVE BYLAW – RESIDENTIAL WIND ENERGY CONVERSION SYSTEM OVERLAY DISTRICT

To see if the Town will vote to amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by adding thereto the following new §125-53:

HARVARD PROTECTIVE BYLAW CHAPTER 125-53 RESIDENTIAL WIND ENERGY CONVERSION SYSTEM OVERLAY DISTRICT

§ 125-53. Residential Wind Energy Conversion System Overlay District

A. Purpose and Intent

The purpose of the Residential Wind Energy Conversion System Overlay District is to establish a district in which wind energy conversion systems may be permitted to provide the safe, effective use of small scale residential wind energy conversion systems to reduce on-site consumption of utility supplied electricity with minimal impact upon the public safety and health, upon the environment, and upon scenic, natural and historic resources. A wind energy conversion system is considered a residential wind energy conversion system only if it supplies electrical power solely for on-site residential use, except that when a lot on which the system is installed also receives electrical power supplied by a utility company, excess electrical power generated and not presently needed for on-site may be connected to the local utility electrical grid.

B. Definitions

- (1) Ambient noise level – the background A-weighted sound level (dBA) that is exceeded 90% of the time
- (2) Electromagnetic Interference – a disturbance that effects an electrical circuit due to conditions caused by a large rotating device or electromagnetic radiation emitted from an external source
- (3) Fall zone – a circle drawn on the ground with a radius equal to the WECS tower height plus twenty feet with its center at the center of the base of the WECS tower
- (4) Meteorological tower – a temporary tower equipped with devices to measure wind speeds and direction used to determine how much wind power a site can be expected to generate
- (5) Shadowing and flickering – the effects of shadows cast on neighboring areas and the flickering (blinking or moving shadows effect) caused by a WECS rotor chopping and reflecting the sunlight
- (6) View shed – the visual impact of the site from the area surrounding the site
- (7) Wind Energy Conversion System (WECS) – a device, including its supporting structures and equipment, which converts wind energy to electrical energy
- (8) WECS tower – the structure that supports the WECS equipment (turbine, gear box, rotor blades, etc) and is fixed to the ground
- (9) WECS tower height – Height measured from natural grade at the base of the WECS

tower to the top of the rotor blade when the blade is fully extended vertically, or to the highest point that the WECS will reach at any point, whichever is greater

C. Applicability

The Planning Board may grant a special permit for the installation of a Residential WECS on any Agricultural-Residential (AR) zoned tract of land with the following exceptions:

- (1) Town Center as defined in Figure 2: Harvard Center Land Use Plan of the Harvard Town Center Action Plan prepared by the Harvard Town Center Planning Committee and the Bluestone Planning Group dated March 2005 and on file in the Town Clerk's Office.
- (2) All land within the Harvard Common and Shaker Village Historic Districts as shown on Plan of Harvard Common Historic District, Revision C dated June 1976 and Plan of Shaker Village Historic District, Revision B dated March 1974, prepared by the Harvard Historical Commission, approved by Massachusetts Office of the Attorney General and on file in the Town Clerk's Office.
- (3) All view sheds within Harvard as identified in the Harvard Reconnaissance Report, Massachusetts Heritage Landscape Inventory, prepared by the Massachusetts Department of Conservation and Recreation, Freedom's Way Heritage Association and local participants, dated June, 2006 and on file in the Town Clerk's Office.

D. Underlying Zoning Requirements

The Residential WECS Overlay District shall be construed as an overlay district with regard to said locations. All requirements of the underlying zoning district shall remain in full force and effect, except as may be specifically provided herein.

E. Submittal Requirements

An application for a Residential WECS special permit, together with an application for site plan approval, shall be filed with the Town Clerk to be submitted to the Planning Board in accordance with §125-38 and the requirements of this section of the Bylaw.

F. General Requirements

A Residential WECS may be erected on land located in the Residential WECS Overlay District upon the issuance of a special permit by the Planning Board pursuant to §125-46 of this Bylaw, subject to site plan approval by the Planning Board as set forth in §125-38, and the guidelines, requirements and limitations set forth below as they may be amended.

- (1) Only one (1) WECS will be allowed per lot. Sharing of a WECS is prohibited.
- (2) A WECS shall be erected only on a lot with a land area of at least 1.50 acres.
- (3) WECS turbine rated capacity (nameplate capacity) shall not exceed 20 kilowatts (kW).
- (4) A WECS shall be as unobtrusive as possible and shall not create an adverse visual impact to abutters and the general public.
- (5) Applicant shall be required to provide evidence of liability insurance in an amount and for

duration sufficient to cover loss or damage to persons and structures occasioned by the failure or collapse of the WECS.

- (6) Applicant may erect a temporary meteorological tower to determine the viability of the site to generate wind power upon application and issuance of a special permit by the Planning Board. The temporary meteorological tower shall comply with all provisions of this section of the Bylaw. The special permit shall have a duration of twelve (12) months.

G. General Siting Requirements

- (1) WECS tower height shall not exceed 100 feet.
- (2) A WECS shall have a minimum setback from abutting property lines equal to the WECS tower height plus twenty (20) feet. The erection of a WECS in front or side yards is prohibited.
- (3) The WECS fall zone shall be kept free of all habitable structures.
- (4) The WECS shall be sited in a manner that minimizes shadowing or flicker impacts. The applicant has the burden of providing proof that this effect does not have a significant adverse impact on neighboring or adjacent uses through either siting or mitigation.
- (5) The WECS shall be sited in a manner that minimizes the impact of potential ice throw from the rotor blades. The applicant has the burden of providing proof that ice throw will not impact abutting properties through either siting or mitigation.

H. Design and Construction Standards

- (1) Design of the WECS tower and foundation shall be such as to preclude the necessity for guy wires. Monopole towers are preferred. The WECS tower and foundation design shall be appropriate for the soil and climate conditions and certified by a Professional Engineer.
- (2) Noise from the proposed WECS shall not exceed three (3) dBA above ambient levels measured at property lines. The applicant has the burden of providing proof that this noise level will not be exceeded.
- (3) Lighting of, or attachment of lighting to, the WECS tower, except as required by the Federal Aviation Administration (FAA) is prohibited. The attachment of any systems or equipment to the WECS tower not required for its operation is prohibited.
- (4) Access to the WECS shall be limited through the installation of a lockable six (6) foot high fence with vegetative screening or by limiting step bolts or ladder access attachments to the WECS tower to not less than twelve (12) feet from final finished grade at the tower base.
- (5) The WECS shall cause no disrupting electromagnetic interference with the use of other operating telecommunication devices including but not limited to radios, television, telephones, personal communication devices and other electronic equipment and devices. If it is determined that a WECS is causing interference, the owner shall take the necessary corrective action to eliminate this interference, subject to the approval of the Building Commissioner. Failure to initiate corrective action within twenty-four (24) hours of notice will result in enforcement action.
- (6) The tip of the WECS blade or of any another rotating device must be a minimum of thirty (30) feet above final finished grade level at the base of the tower.
- (7) The WECS must be designed and installed to withstand natural lightning strikes.

- (8) The WECS shall be equipped with manual (electronic or mechanical) and automatic overspeed controls to limit the blade rotation speed to within the design limits of the WECS and a braking system device capable of halting operation.
- (9) All utility lines serving the WECS shall be installed underground.
- (10) The WECS shall be painted a non-reflective white or gray or other neutral non-reflective unobtrusive color.

I. Maintenance Requirements

- (1) The applicant shall maintain the WECS and related equipment in good working condition and perform regular maintenance in accordance with an approved maintenance schedule. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. A record shall be kept of all maintenance performed and such records shall be provided to the Town Building Commissioner in December of each year.
- (2) Should the WECS fall into disrepair and/or experience a situation in which it is producing unusual noise or other emissions, the applicant shall have no more than twenty-four (24) hours to implement actions to correct the situation.
- (3) Failure to maintain the WECS or correct duly noticed deficiencies within the time frame identified in this section of the Bylaw may result in enforcement action.
- (4) The applicant shall submit a letter to the Planning Board and the Town Building Commissioner in December of each year confirming that the WECS is still in use.

J. Abandonment

- (1) The WECS shall be dismantled and removed from the property by the applicant if:
 - (a) Use of the WECS is discontinued for a period of one (1) year without written consent of the Planning Board; or
 - (b) The WECS Special Permit has expired; or
 - (c) The Town Building Commissioner determines that the WECS is structurally unsound and is considered a danger to life/limb after consulting with a licensed structural engineer; or
 - (d) Applicant is unable to correct any electromagnetic interference or excessive noise within ninety (90) days from initial notice of deficiency.

K. Financial Surety

Applicant shall provide a form of surety, either through an escrow account, bond or otherwise to cover the cost of removal in an amount and form approved by the Planning Board, but in no event exceed more than 125 percent of the cost of removal.

L. Application Review

An application for a WECS special permit shall be filed in accordance with the requirements of this Bylaw. An application for a special permit shall include the following:

- (1) A site plan prepared by a professional engineer at a scale of 1:40, or other scale as deemed appropriate by the Planning Board, which complies with all requirements of §125-38D of this Bylaw, as it may be amended, and the additional requirements of this section.
- (2) The site plan shall also include the following:
 - (a) Property lines, dimensions, landowners, acreage, and contours at two (2) foot intervals of the subject property and property within 300 feet of the subject property.
 - (b) Location and elevation of the proposed WECS and any appurtenances and equipment. Indicate property boundaries and distances to the base of the WECS tower and to the nearest corners of any appurtenant structures and equipment.
 - (c) Proposed utilities and location of any proposed utility lines.
 - (d) Plans indicating locations and specifics of proposed screening and fencing.
- (3) The applicant shall provide delineation of view shed, or any area from within which the WECS can be viewed.
- (4) The applicant shall provide photographs of the site from key viewpoints where the WECS will be visible from public ways and/or abutting properties. Through means of computer simulation or other renderings, the applicant shall document the visual impact of the proposed WECS from all key viewpoints.
- (5) WECS Manufacturers drawings, plans, design details, maintenance requirements, and all information pertinent to the review of the application under this section of the Bylaw.
- (6) Applicant shall indicate whether the system will be an off-grid or interconnected system, (i.e., connected to the local utility grid).

M. Compliance Documents

The following shall be provided as part of the application:

- (1) Proof of liability insurance that satisfies §125-53E(4) of this section of the Bylaw
- (2) Documentation on how the effects of shadowing and flicker will be minimized that satisfies §125-53F(5) of this section of the Bylaw
- (3) Proof that ice throw will not impact abutting properties that satisfies §125-53F(6) of this section of the Bylaw
- (4) Design calculations certified by a Professional Engineer for the structural design of the WECS tower and foundation that satisfies §125-53G(1) of this section of the Bylaw
- (5) Documentation, listing existing ambient noise levels and maximum projected noise levels from the WECS that satisfies §125-53G(2) of this section of the Bylaw
- (6) A description of financial surety that satisfies §125-53J of this section of the Bylaw
- (7) Approval from the appropriate utility for the installation of a system intended to be interconnected to the local utility electrical grid.

N. Term of Special Permit

Any special permit granted under this section shall expire twenty (20) years after the date of the decision of the Planning Board granting the Special Permit.

or pass any vote or votes in relation thereto

The following motion was made by Joseph Sudol, 35 Lancaster County Road, Planning Board, and seconded,

I move that the Town amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, as printed in Article 38 of the 2009 Annual Town Meeting Warrant.

A motion made by Sydney Blackwell to take no action was seconded.

A motion made by Leo Blair to move the question was seconded and voted greater than 2/3rds yes.

Voted majority yes to take no action.

ARTICLE 39: CONSERVATION COMMISSION – AMENDMENT TO WETLANDS BYLAW

To see if the Town will vote to amend Chapter 119, §119-7, Paragraph F. by adding thereto the following new sentence (indicated in underlining):

F. The Commission is authorized to require an applicant to pay a fee for the reasonable costs borne by the Commission for a wildlife habitat study of the project area whenever it deems appropriate, regardless of the type of resource area or the amount or type of alteration proposed. The decision shall be based upon the Commission's estimation of the importance of the habitat area considering, but not limited to, such factors as: proximity to other areas suitable for wildlife, the importance of wildlife corridors in the area, or the possible presence of rare species in the area. The work shall be performed by an individual who at least meets the qualifications set out in the wildlife habitat section of the Wetlands Protection Act Regulations (310 CMR 10.60). The Commission is further authorized to require an applicant or requester to pay the costs of an outside consultant, employed pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53G, when it requires expert advice unavailable from municipal employees., or pass any vote or votes in relation thereto.

(Inserted by Conservation Commission)

The following motion was made by Jim Breslauer, 130 Poor Farm Road , Conservation Commission, and seconded,

I move that the Town amend the Wetlands Bylaw, Chapter 119 of the Code of the Town of Harvard, as printed in Article 39 of the 2009 Annual Town Meeting Warrant.

Voted greater than 2/3rds yes that the Town will vote to amend Chapter 119, §119-7, Paragraph F. by adding thereto the following new sentence (indicated in underlining):

F. The Commission is authorized to require an applicant to pay a fee for the reasonable costs borne by the Commission for a wildlife habitat study of the project area whenever it deems appropriate, regardless of the type of resource area or the amount or type of alteration proposed. The decision shall be based upon the Commission's estimation of the importance of the habitat area considering, but not limited to, such factors as: proximity to other areas suitable for wildlife, the importance of wildlife corridors in the area, or the possible presence of rare species in the area. The work shall be performed by an individual who at least meets the qualifications set out in the wildlife habitat section of the Wetlands Protection Act Regulations (310 CMR 10.60). The Commission is further authorized to require an applicant or requester to pay the costs of an outside consultant, employed pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53G, when it requires expert advice unavailable from municipal employees., or pass any vote or votes in relation thereto.

Approved by the Attorney General's Office on August 20, 2009, effective on posting date of August 26, 2009.

ARTICLE 40: BOARD OF HEALTH - LICENSE FEE FOR STABLE PERMITS

To see if the Town will vote to amend the Code of the Town of Harvard by adding thereto the following new chapter:

Chapter 93, STABLE LICENSES

§93-1. License Requirement. No person shall erect, occupy or use for a stable any building in the Town unless such use is licensed by the Board of Health pursuant to a stable license. This section shall not prevent any such occupation and use authorized by law on May 4, 1885 to the extent and by the person so authorized, but the Board of Health may make such regulations or orders as, in its judgment, the public health requires relative to drainage, ventilation, size and character of stalls, bedding, number of animals and storage and handling of manure in any stable in the Town.

§93-2. Manure Management Plan. Prior to the issuance of a stable license, the applicant shall submit a written manure management plan to the Board of Health for its review and action. All changes to approved plans must be approved by the Board of Health. Unless there is a change to an approved plan, stable licenses shall be renewed upon payment of the renewal fee.

§93-3. Fees. A fee of \$40.00 shall be paid for the issuance of new stable license. A fee of \$25.00 shall be paid for the renewal of an existing license. The Board of Health may waive the license fee if the applicant demonstrates financial hardship.

§93-4. Term. A stable license shall expire on December 31st of the year it is issued.

or take any action in relation thereto.

The following motion was made by Tom Philippou, 254 Stow Road, Board of Health, and seconded,

I move that the Town amend the Code of the Town of Harvard as printed in Article 40 of the 2009 Annual Town Meeting Warrant except that 1885 is changed to 1895 and that "A fee of \$40.00" shall be changed to "\$25.00", and the second sentence of 93-3 is eliminated.

A motion by Wendell Willard to amend §93-2 by striking the last sentence was seconded and accepted by the Board of Health.

Tom Philippou, Board of Health, withdrew § 93-4 because it no longer applied.

A motion to move the question was seconded, but did not receive the necessary 2/3rds vote.

Voted majority no [**does NOT pass**] to amend the Code of the Town of Harvard by adding thereto the following new chapter:

Chapter 93, STABLE LICENSES

§93-1. License Requirement. No person shall erect, occupy or use for a stable any building in the Town unless such use is licensed by the Board of Health pursuant to a stable license. This section shall not prevent any such occupation and use authorized by law on May 4, 1895 to the extent and by the person so authorized, but the Board of Health may make such regulations or orders as, in its judgment, the public health requires relative to drainage, ventilation, size and character of stalls, bedding, number of animals and storage and handling of manure in any stable in the Town.

§93-2. Manure Management Plan. Prior to the issuance of a stable license, the applicant shall submit a written manure management plan to the Board of Health for its review and action. All changes to approved plans must be approved by the Board of Health.

§93-3. Fees. A fee of \$25.00 shall be paid for the issuance of new stable license. The Board of Health may waive the license fee if the applicant demonstrates financial hardship.

ARTICLE 41: ACCEPTANCE OF WORKERS' COMPENSATION FOR TOWN CLERK

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 152, Section 69 to include the elected position of Town Clerk in the Town's Workers' Compensation program, or pass any vote or votes in relation thereto.

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted unanimously yes that the Town accept the provisions of Massachusetts General Laws Chapter 152, Section 69 to include the elected position of Town Clerk in the Town's Workers' Compensation program.

ARTICLE 42: EASEMENT FOR SAINT BENEDICTS

To see if the Town will vote to authorize the Board of Selectmen to a.) transfer the care, custody, management and control of an easement area on Still River Road containing 2,769 square feet and shown as "Proposed Utility Easement" on a plan entitled "Easement Plan in Harvard, Massachusetts" dated March 24, 2009, prepared by Ducharme & Dillis Civil Design Group, Inc., a copy of which plan is on file in the Office of the Town Clerk, from the Board of Selectmen for highway purposes to the Board of Selectmen for the purpose of granting a nonexclusive utility easement to St. Benedicts Center; and b.) grant a nonexclusive utility easement to St. Benedicts Center in, on and under said easement area for the installation, repair, maintenance, improvement and replacement of subsurface utilities, or pass any vote or votes in relation thereto.

The following motion was made by Ronald Ricci, 19 East Bare Hill Road, Board of Selectmen, and seconded,

I move that the Town authorize the Board of Selectmen to transfer and grant a utility easement to Saint Benedicts Center as printed in Article 42 of the 2009 Annual Town Meeting Warrant.

Voted greater than 2/3rds yes that the Town will vote to authorize the Board of Selectmen to a.) transfer the care, custody, management and control of an easement area on Still River Road containing 2,769 square feet and shown as "Proposed Utility Easement" on a plan entitled "Easement Plan in Harvard, Massachusetts" dated March 24, 2009, prepared by Ducharme & Dillis Civil Design Group, Inc., a copy of which plan is on file in the Office of the Town Clerk, from the Board of Selectmen for highway purposes to the Board of Selectmen for the purpose of granting a nonexclusive utility easement to St. Benedicts Center; and b.) grant a nonexclusive utility easement to St. Benedicts Center in, on and under said easement area for the installation, repair, maintenance, improvement and replacement of subsurface utilities.

ARTICLE 43: ACCEPTANCE OF GIFTS OF PROPERTY – CONSERVATION LAND

To see if the Town will vote to accept the gifts of land or interests in land for conservation or other land preservation related purposes, previously accepted by the Conservation Commission and approved by the Board of Selectmen, or pass any vote or votes in relation thereto.

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted unanimously yes that the Town take no action on Article 43 of the 2009 Annual Town Meeting Warrant.

ARTICLE 44: ACCEPTANCE OF HIGHWAY FUNDS

To see if the Town will vote to accept State funds to be used for reconstruction and improvements of public ways, or pass any vote or votes in relation thereto.

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted unanimously yes that the Town vote to accept State funds to be used for reconstruction and improvements of public ways.

The meeting was dissolved at 4:05 P.M.

Paul Willard was recognized as Citizen of Note.

It was noted that Elizabeth May, at 102 years old, is the oldest citizen in the Town of Harvard. She will receive the Boston Post Cane.

Checkers for the meeting were Patti Anklam, Michelle Catalina, Robert Hughes, Sandy Lefkovits, Ruth Miller, and Marylin Morgan. They checked in 416 voters out of a total of 3973 registered voters (3758 active voters).

Tellers for the meeting were Laura Andrews, James Breslauer, Mary Ann Cheveralls, Patricia Jennings, and Steven Rowse.

Respectively submitted,

Janet A. Vellante
Town Clerk

TOWN ELECTION

May 5, 2009

The Annual Town Election was held on May 5, 2009, in the Bromfield School Cafeteria. The polls were opened at 7:00 a.m. by Temporary Deputy Warden Francis Maiore. There were 3973 registered voters (3766 active voters) and a total of 948 (25 %) persons cast their votes with the following results:

MODERATOR

for one year

Vote for ONE

Robert E. Eubank	791
Scatterings	2
Blanks	155

SELECTMAN

for three years

Vote for ONE

Peter E. Warren	711
Scatterings	9
Blanks	228

CEMETERY COMMISSIONER

for three years

Vote for ONE

Howard W. Sprague, Sr.	750
Scatterings	1
Blanks	197

COMMUNITY PRESERVATION COMMITTEE

for three years

Vote ONE

Deborah H. Thomson	724
Scatterings	1
Blanks	223

HARVARD BOARD OF HEALTH

for three years

Vote for ONE

John J. Spero	668
Scatterings	5
Blanks	275

HOUSING AUTHORITY

for five years

Vote for ONE

Scatterings	12
Blanks	936

HOUSING AUTHORITY

for one year

Vote for ONE

Scatterings	4
Blanks	944

LIBRARY TRUSTEE

for three years

Vote for not more than TWO

Christopher B. Frechette	683
Davida J. Bagatelle (write-in)	164
Scatterings	9
Blanks	1040

LIBRARY TRUSTEE

for one year

Vote for ONE

Martha N. Green	715
Scatterings	15
Blanks	218

PARK AND RECREATION COMMISSIONER

for three years

Vote for not more than TWO

Mark A. Mandozzi	732
John W. Lee, Jr. (write-in)	80
Scatterings	16
Blanks	1068

PLANNING BOARD

for three years

Vote for not more than TWO

Barbara M. Brady	678
Kara M. Minar	661
Scatterings	2
Blanks	555

PLANNING BOARD

for two years

Vote for not more than TWO

Craig A. Bardenheuer	666
Lisa A. Fox	587
Scatterings	0
Blanks	643

SCHOOL COMMITTEE MEMBER

for three years

Vote for not more than TWO

Patricia C. Wenger	656
Piali De	650
Joseph B. Morrison	235
Scatterings	3
Blanks	352

TOWN CLERK

for three years

Vote for ONE

Janet A. Vellante	837
Scatterings	0
Blanks	111

TREE WARDEN

for one year

Vote for ONE

Christian A. Bilodeau	782
Scatterings	0
Blanks	166

WARNER FREE LECTURE SOCIETY TRUSTEE

for three years

Vote for not more than TWO

Curtis William Howes	428
Julie B. Moberly	581
Marilyn H. Strong	333
Scatterings	6
Blanks	548

WARNER FREE LECTURE SOCIETY TRUSTEE

for one year

Vote for not more than TWO

Thomas J. Aciukewicz	435
Sydney M. Blackwell	417
Frederick Hinchliffe, II	118
Patricia H. Jennings	442
Scatterings	2
Blanks	482

WATER COMMISSIONER

for three years

Vote for ONE

Joshua T. Gould	737
Scatterings	0
Blanks	211

QUESTION #1 – Proposition 2 ½ Debt Exclusion

“Shall the Town of Harvard be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to finance the design and construction of wastewater management system improvements in the Town Center area?”

Yes	782
No	144
Blanks	22

The polls were closed at 8:00 p.m. by Warden Janet Wilhelm and the results were announced at 9:34 PM.

Twenty-four (24) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante
Town Clerk

SPECIAL TOWN MEETING

June 8, 2009

The meeting was called to order in Bromfield's Cronin Auditorium at 7:01 p.m. by Moderator Robert Eubank. After the Pledge of Allegiance, the call of the meeting and the return of service were found to be in order by Town Clerk Janet Vellante.

Moderator Eubank requested that the town allow the following non-voters to speak to the meeting if necessary:

Timothy Bragan	Town Administrator
Edward Denmark	Police Chief
Thomas Jefferson	Superintendent of Schools
Mark Lanza	Town Counsel
Robert Mignard	Fire Chief
Mika Brewer	MassDevelopment, Senior VP

Voted majority yes to approve the list of non-voters.

ARTICLE 1: DEVENS – REVISIONS TO DEVENS REUSE PLAN, ZONING BY-LAWS AND ZONING MAP – REDEVELOPMENT OF VICKSBURG SQUARE

To see if the Town will vote to approve revisions to the Reuse Plan, Zoning Bylaws and Zoning Map of the Devens Regional Enterprise Zone as follows:

1. In the Devens Reuse Plan, Chapter 1, Introduction, section entitled Highlights of the Reuse Plan, subsection entitled Innovation and Technology Business, by deleting the second paragraph so that the subsection shall now read as follows:

“The central economic theme of the Reuse Plan is based on Massachusetts’ traditional strengths in development of new technologies through the academic and research base of greater Boston. The reuse goal is to encourage businesses that are growing and have new products, technologies, or services to locate at Fort Devens. Large sites with utilities and good vehicular access have been designated for high-profile technology-related users with research and development, manufacturing, and office needs.”

2. In the Devens Reuse Plan, Chapter 1, Introduction, by deleting the “Devens Reuse Plan” dated November, 1994, and inserting a new “Devens Reuse Plan” dated May, 2009, which shall appear as follows:

SPECIAL TOWN MEETING

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Timothy Bragan	Town Administrator
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Mark Lanza	Town Counsel
Robert Mignard	Fire Chief
Mika Brewer	MassDevelopment, Senior VP

Voted majority yes to approve the list of non-voters.

ARTICLE 1: DEVENS – REVISIONS TO DEVENS REUSE PLAN, ZONING BY-LAWS AND ZONING MAP – REDEVELOPMENT OF VICKSBURG SQUARE

To see if the Town will vote to approve revisions to the Reuse Plan, Zoning Bylaws and Zoning Map of the Devens Regional Enterprise Zone as follows:

1. In the Devens Reuse Plan, Chapter 1, Introduction, section entitled Highlights of the Reuse Plan, subsection entitled Innovation and Technology Business, by deleting the second paragraph so that the subsection shall now read as follows:

“The central economic theme of the Reuse Plan is based on Massachusetts’ traditional strengths in development of new technologies through the academic and research base of greater Boston. The reuse goal is to encourage businesses that are growing and have new products, technologies, or services to locate at Fort Devens. Large sites with utilities and good vehicular access have been designated for high-profile technology-related users with research and development, manufacturing, and office needs.”

2. In the Devens Reuse Plan, Chapter 1, Introduction, by deleting the “Devens Reuse Plan” dated November, 1994, and inserting a new “Devens Reuse Plan” dated May, 2009, which shall appear as follows:

**WARRANT FOR THE SPECIAL TOWN MEETING
COMMONWEALTH OF MASSACHUSETTS**

WORCESTER, ss

To the Constable of the Town of Harvard:

Greeting:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the said Town, who are qualified to vote in Town affairs, to meet in the Bromfield School on Monday, the 8th day of June, 2009 at 7:00 p.m. by the clock to act on the following articles:

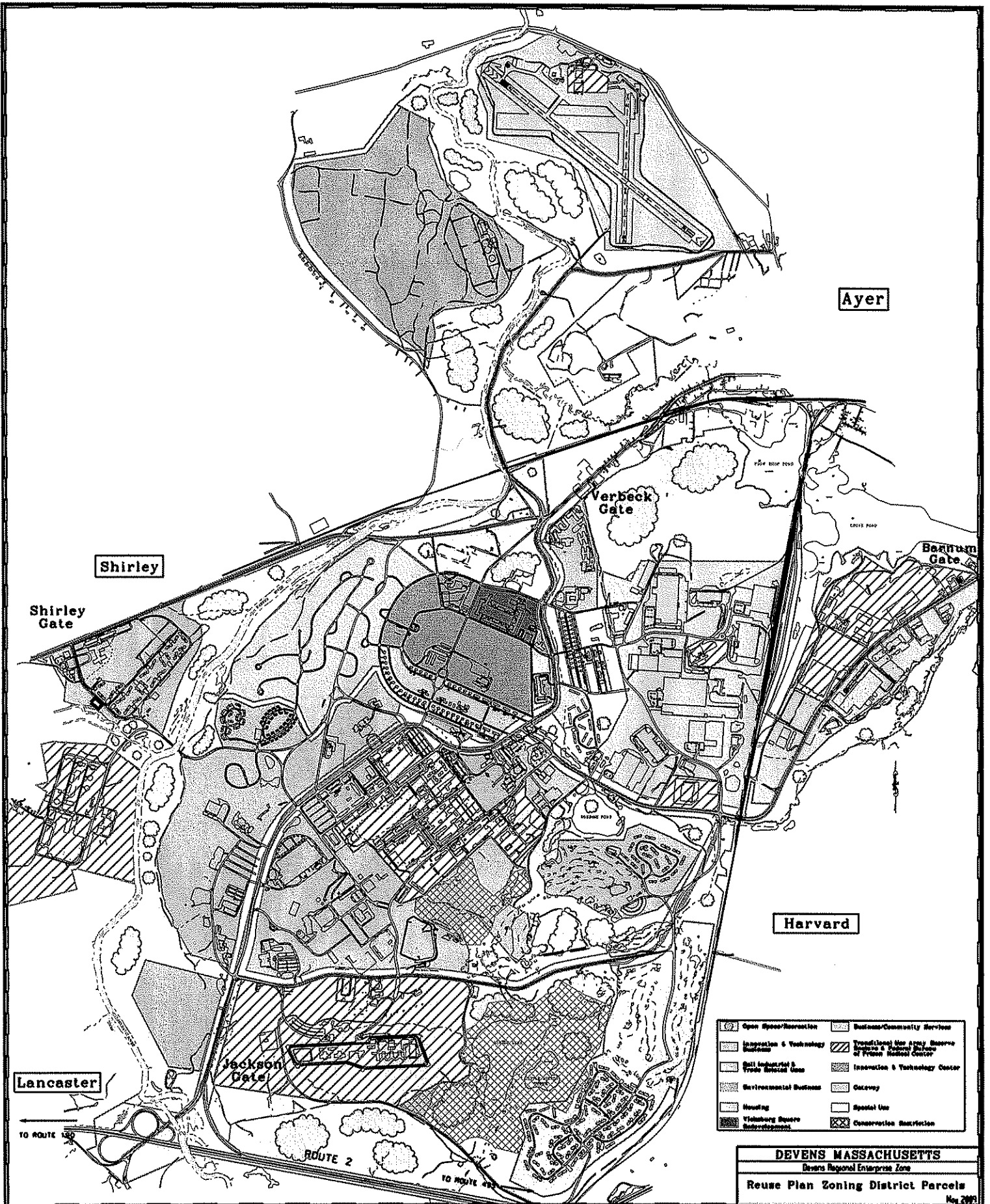
**ARTICLE 1: DEVENS – REVISIONS TO DEVENS REUSE PLAN, ZONING BY-LAWS AND
ZONING MAP – REDEVELOPMENT OF VICKSBURG SQUARE**

To see if the Town will vote to approve revisions to the Reuse Plan, Zoning Bylaws and Zoning Map of the Devens Regional Enterprise Zone as follows:

1. In the Devens Reuse Plan, Chapter 1, Introduction, section entitled Highlights of the Reuse Plan, subsection entitled Innovation and Technology Business, by deleting the second paragraph so that the subsection shall now read as follows:

“The central economic theme of the Reuse Plan is based on Massachusetts’ traditional strengths in development of new technologies through the academic and research base of greater Boston. The reuse goal is to encourage businesses that are growing and have new products, technologies, or services to locate at Fort Devens. Large sites with utilities and good vehicular access have been designated for high-profile technology-related users with research and development, manufacturing, and office needs.”

2. In the Devens Reuse Plan, Chapter 1, Introduction, by deleting the “Devens Reuse Plan” dated November, 1994, and inserting a new “Devens Reuse Plan” dated May, 2009, which shall appear as follows:



3. In the Devens Reuse Plan, Chapter 4, The Devens Reuse Plan, section entitled Patterns in the Reuse Plan, subsection entitled The Core: Innovation and Technology, by deleting the second sentence so that the subsection shall now read as follows:

“The Innovation and Technology theme is the boldest physical reuse pattern in the Plan. The environment is expected to generate larger spin-off Innovation and Technology Businesses to be constructed on other locations on the site. Innovation and Technology Businesses are expected to exhibit one or a combination of the following qualities:

- ⌚ new or improved product or service
- ⌚ growing
- ⌚ educational/academic links
- ⌚ research and development component

The Innovation and Technology Business (ITB) zones have been designed to serve as a physical and development outgrowth of the Innovation and Technology Center (ITC). Physical siting of these businesses and industries are to be located in areas which surround the ITC that provide ample space and resources to further promote the healthy evolution of these uses.”

4. In the Devens Reuse Plan, Chapter 4, The Devens Reuse Plan, section entitled Patterns in the Reuse Plan, subsection entitled Housing and Community Facilities, by inserting “original Reuse Plan” in the first paragraph so that the paragraph shall now read as follows:

“Concerns raised during the original Reuse Plan public workshop process made it clear that housing and community facilities play an important role in the comprehensive land use approach envisioned for Devens. These uses, while not the central themes of the Reuse Plan, are expected to serve important regional needs as well as providing balance in the use mix of Devens.”, and

by inserting “At the time the Reuse Plan was approved in 1994,” at the beginning of the second paragraph, by deleting the word “currently” in the first sentence of the second paragraph, and by replacing the words “reveals” with “revealed” and “are” with “were” in the first sentence of the second paragraph so that the second paragraph shall now read as follows:

“At the time the Reuse Plan was approved in 1994, an inventory of the existing housing units on Devens revealed that there were approximately 1,700 units scattered around the site. A housing plan based on market research and public input was developed to best determine the role of housing in the reuse Plan. Of the existing 1,700 units, it was determined that a maximum of 282 units of housing, primarily existing units, should be accommodated in the Reuse plan based on a series of factors including regional needs, projected demand, projected land use of the Devens Regional Enterprise Zone, and potential negative fiscal impacts on the host communities and on the off-site housing market. The housing units that will be retained are located in areas that best promote and enhance a stable and diverse residential core. Some of the highest quality housing is currently located in and around the core area. Some of the units are in the historic district. Advantages to locating the housing in the core area include access to recreational and community facilities, the strong open space network buffering the residential core, and access to the institutional campus. Only the best housing stock relative to location and compatibility with surrounding land uses was considered for reuse. The areas selected for residential use are already well established neighborhoods that will serve as a natural extension of land use patterns surrounding Devens and will avoid isolation of the residential core.”, and

by inserting a new paragraph after the second paragraph which shall read as follows:

“In 2009, after a process of public hearings and collaboration between the Joint Boards of Selectmen and MassDevelopment, the 20-acre Vicksburg Square property was rezoned as the “Vicksburg Square Redevelopment District” to allow for multi-family residential uses. A separate housing “cap” of 350 units was approved for the new district. The location of Vicksburg Square compliments the locations of Devens’ other residential districts, creating a “ring” of residential uses around Rogers Field.”, and

by inserting “originally allowed” in the first sentence of the third paragraph and by inserting “Additionally, at least twenty-five (25) percent of any multi-family units within the Vicksburg Square Redevelopment District must be deed-restricted so that they are affordable to households earning no more than eighty (80) percent of the area median income as defined by HUD. Alternatively, for rental units only, at least twenty (20) percent of the rental units may be deed-restricted for households earning no more than fifty (50) percent of area median income. Similarly, to promote a socially and economically diverse population, and to serve the multiple housing needs of the local population, no

more than 30 percent of any residential units shall have three or more bedrooms.” after the first sentence of the third paragraph so that the paragraph shall now read as follows:

“In order to accommodate the needs of a broad range of income groups, and to ensure the stability of the residential core, approximately twenty-five (25%) of the originally allowed 282 units to be reused or constructed under the Reuse Plan will be reserved for low and moderate income individuals or families, and/or special needs populations. Additionally, at least twenty-five (25) percent of any multi-family units within the Vicksburg Square Redevelopment District must be deed-restricted so that they are affordable to households earning no more than eighty (80) percent of the area median income as defined by HUD. Alternatively, for rental units only, at least twenty (20) percent of the rental units may be deed-restricted for households earning no more than fifty (50) percent of area median income. Similarly, to promote a socially and economically diverse population, and to serve the multiple housing needs of the local population, no more than 30 percent of any residential units shall have three or more bedrooms. It is recognized that the success of the residential reuse is dependent on a balance between market rate and the affordable/special needs population.”

5. In the Devens Reuse Plan, Chapter 4, The Devens Reuse Plan, section entitled Zoning and Resource Protection Overlay Districts, by inserting a new subsection after the subsection entitled Village Growth District II, which shall read as follows:

“Vicksburg Square Redevelopment District

Recognizing the importance of Vicksburg Square to the Devens Regional Enterprise Zone as a whole, the goal of the Vicksburg Square Redevelopment District is to facilitate the redevelopment of the historic Vicksburg Square structures by allowing for a broad range of uses including office uses; certain types of light industrial and research and development uses; cultural facilities; health care establishments; academic, institutional, and civic uses; small-scale retail (accessory use); multi-family residential dwellings; and business incubator uses.”

6. In the Devens Reuse Plan, Chapter 4, The Devens Reuse Plan, section entitled Zone Districts Goals and Objectives, by inserting a new subsection after the subsection entitled Village Growth District II, which shall read as follows:

“Vicksburg Square Redevelopment District

Goals and Objectives

- ③ Preserve the historic Vicksburg Square buildings through adaptive reuse
- ③ Provide for a range of allowed uses

Example Uses

- ③ Office
- ③ Research & Development
- ③ Cultural
- ③ Health Care, Nursing Home, Elderly Housing
- ③ Academic/Institutional/Civic
- ③ Multi-Family Residential
- ③ Incubator

7. In the Zoning By-Laws, Section V, Zoning Districts and Zoning Map, Subsection A, Zoning Districts and Development Goals - General Description, by deleting reference to subparagraph “14” and inserting reference to subparagraph “15” in the first sentence so that the subsection shall now read as follows:

“A. Zoning Districts and Development Goals - General Description

The following zoning districts, as further identified on the Zoning Map, are hereby established at Devens. The description of the development goals applicable to each zoning district are listed in subparagraphs 1 through 15 of this section A. The development goals reflect the development, marketing, planning, and environmental objectives outlined for Devens in the Reuse Plan. The uses permitted in Devens are described in Article VI. The uses permitted in each zoning district are listed in the Table of Permitted Uses attached at Exhibit D. If there are any inconsistencies or conflicts between the development goals and the permitted uses listed on Exhibit D and described in Article VI, the permitted uses shall control.”

8. In the Zoning By-Laws, Section V, Zoning Districts and Zoning Map, Subsection A, Zoning Districts and Development Goals - General Description, subparagraph 13a. Innovation and Technology Center;

Locations, by inserting the phrase “Rogers Field, specifically excluding” in the first sentence so that the subparagraph shall now read as follows:

“a. Locations: Area designated on the Zoning Map in the vicinity of Rogers Field, specifically excluding Vicksburg Square.”

9. In the Zoning By-Laws, Section V, Zoning Districts and Zoning Map, Subsection A, Zoning Districts and Development Goals - General Description, by inserting after subparagraph 14, a new subparagraph numbered 15 so that the Subsection shall now read as follows:

“15. Vicksburg Square Redevelopment District

a. Location: Area designated on the Zoning Map.

b. Development Goals: Recognizing the importance of Vicksburg Square to the Devens Regional Enterprise Zone as a whole, the goal of the Vicksburg Square Redevelopment District is to facilitate the redevelopment of the historic Vicksburg Square structures by allowing for a broad range of uses including office uses; certain types of light industrial and research and development uses; cultural facilities; health care establishments; academic, institutional, and civic uses; small-scale retail (accessory use only); multi-family residential dwellings; and business incubator uses.

Uses shall be located within the existing footprints and shells of the seven existing structures within the district: Allen Hall, Hale Hall, Knox Hall, Revere Hall, Bataan Corregidor Memorial Hall, the former firehouse, and the State Police building. Subject to approval by the Massachusetts Historic Commission, minor additions outside of the existing footprint and shell of existing buildings are allowed to accommodate improvements required to improve building access and/or circulation and to meet building code or public safety requirements.

At least twenty-five (25) percent of any multi-family residential units within the portion of the Vicksburg Square Redevelopment District within the historic boundaries of Ayer must be deed-restricted so that they are affordable to households earning no more than eighty (80) percent of the area median income as defined by HUD (the Town of Ayer is located within the Middlesex County Metro Fair Market Rent (FMR) Area).

Alternatively, for rental units only, at least twenty (20) percent of the rental units may be deed-restricted for households earning no more than fifty (50) percent of area median income.

At least twenty-five (25) percent of any multi-family residential units within the portion of the Vicksburg Square Redevelopment District within the historic boundaries of Harvard must be deed-restricted so that they are affordable to households earning no more than eighty (80) percent of the area median income as defined by HUD (the Town of Harvard is located within the Eastern Worcester County Metro FMR Area).

Alternatively, for rental units only, at least twenty (20) percent of the rental units may be deed-restricted for households earning no more than fifty (50) percent of area median income.

The deed restriction must last for at least thirty (30) years for newly created units.

Units must be subject to an Affirmative Fair Marketing and Resident Selection plan that meets DHCD requirements for such plans.

Parking structures (above and below grade) are allowed within the Vicksburg Square Redevelopment District and need not be located within the footprint and shell of existing structures.”

10. In the Zoning By-Laws, Section VI, Permitted Uses, Subsection A, General Land Use Categories, subparagraph 3k, Use Categories; Residential, by deleting reference to “8” units, and by inserting reference to “6” units, and by inserting the phrase “multi-family dwellings (containing in excess of six (6) units, only allowed within the Vicksburg Square Redevelopment District);” in the first sentence so that the subparagraph shall now read as follows:

“k. Residential

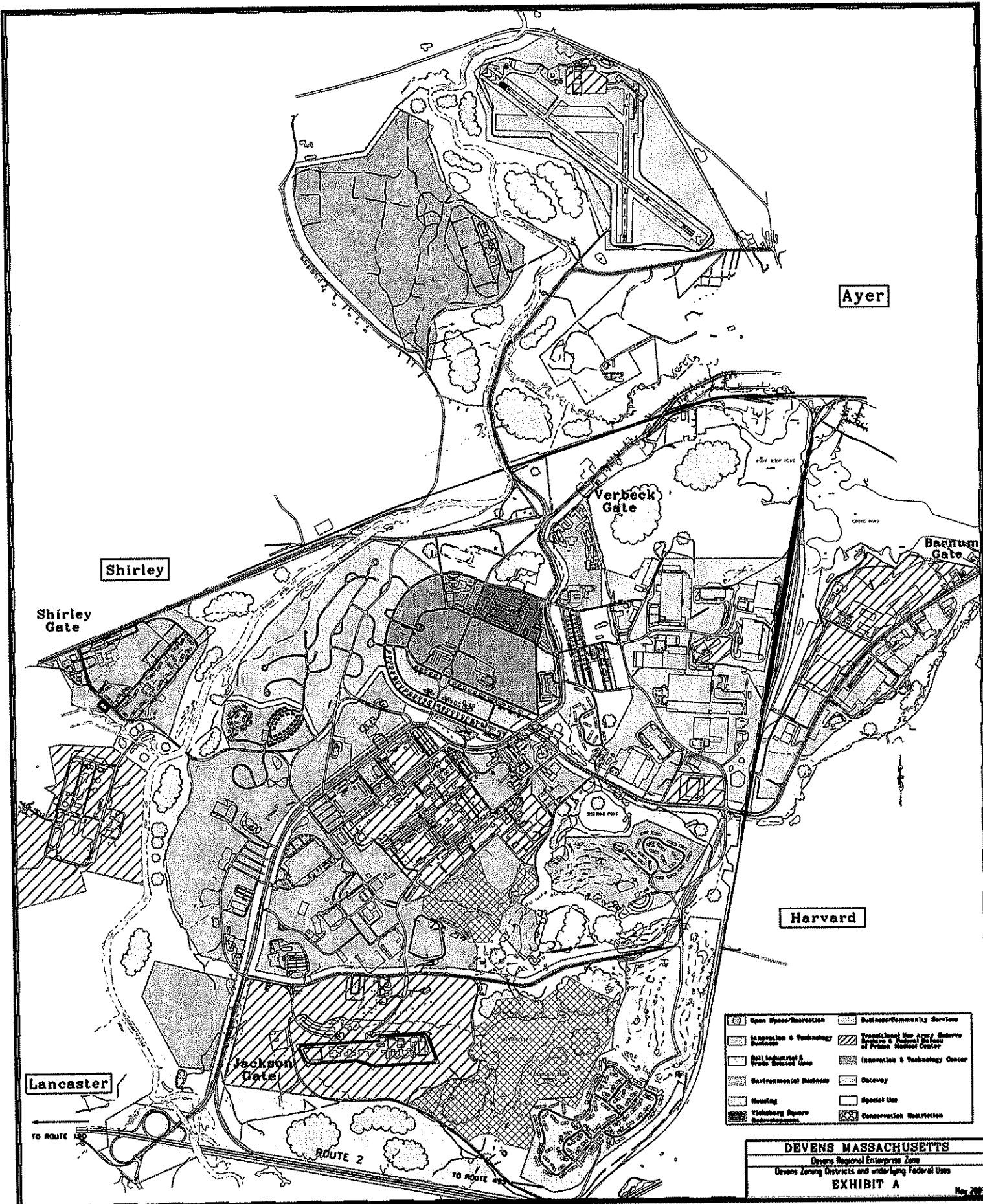
The residential use type refers to the following activities: single and two family dwellings; multi-family dwellings (containing three (3) to six (6) units); multi-family dwellings (containing in excess of six (6) units, only allowed within the Vicksburg Square Redevelopment District); nursing homes and congregate or life care facilities with a permanent health care component; housing for the elderly, including retirement

communities and shared living developments; active and passive recreation facilities; and professional offices and service businesses as accessory uses or home occupations where allowed in particular districts.”

11. In the Zoning By-Laws, Section IX, Density and Dimensional Requirements, Subsection E, Residential Density, subparagraph 1, by inserting at the end of the first sentence, “exclusive of the Vicksburg Square Redevelopment District. The total number of residential units to be allowed within the Vicksburg Square Redevelopment District shall not exceed three hundred and fifty (350).” So that the subparagraph shall now read as follows:

“1. The total number of residential units to be allowed within Devens shall not exceed two hundred and eighty- two (282) units, exclusive of the Vicksburg Square Redevelopment District. The total number of residential units to be allowed within the Vicksburg Square Redevelopment District shall not exceed three hundred and fifty (350).”

12. In the Zoning By-Laws, Exhibit A, Zoning Map, by deleting the map dated November 17, 1994 and inserting the map dated May, 2009 which shall appear as follows:



13. In the Zoning By-Laws, Exhibit B, Density/Intensity Regulations, by inserting a new row in the chart after the row referring to the Open Space and Recreation (Open Space Network) zoning district which shall read as follows:

Name of District	Maximum (Ultimate) FAR for District	Maximum FAR for Individual Lots and Users	Maximum Impervious Surface Ratio for Individual Lots and Users	Maximum Height for this District	Minimum Lot Size	Special Density/Intensity Measures for this District
<u>Vicksburg Square Redevelopment District</u>	<u>1.00</u>	<u>1.00</u>	<u>0.65</u>	<u>60'</u>	<u>1.0 ac.</u>	<u>Bound by Historic District considerations. No more than thirty (30) percent of units shall have three (3) or more bedrooms.</u>

14. In the Zoning By-Laws, Exhibit D, Table of Permitted Uses, by inserting a new column in the chart after column 14 (Open Space and Recreation), to be numbered “15” and referring to uses in the Vicksburg Square Redevelopment District and by adding a new row in the chart below “Multi-family dwelling (3 to 6 units)” for “Multi-family dwelling (7 or more units)” so that the Table of Permitted Uses shall read as follows:

	15
Uses	<u>Vicksburg Square Redevelopment District</u>
Environmental	
Environmental Uses	P
Office	
Full Office (>40K Square Feet)	P
Small-Scale (<40K Square Feet)	P
Home Office	P
Light Industrial	

	15
Uses	<u>Vicksburg Square</u> <u>Redevelopment District</u>
Rail or Trade-Related Light Industrial (2)	-
Light Industrial with Environmental Component (3)	P
All Other Light Industrial (3)	P
Industrial	
Rail or Trade-Related Industrial	-
Industrial with Environmental Component	-
All Other Industrial (3)	-
Research & Development	
Rail or Trade-Related Research & Development	-
R&D with Environmental Component	P
All Other Research & Development (3)	P
Cultural	P
Conference	-
Health Care	P
Academic/Institutional/Civic	P
Municipal Uses	P
Lodging Services	-
Commercial	
Retail Center	-
Free Standing Retail	-
Convenience Retail	-
Small-Scale Retail: Accessory use	AC
Residential	
Single or Two-Family Dwelling	-
Multi-Family Dwelling (3 to 6 units)	P
Multi-Family Dwelling (7 or more units)	P

	15
Uses	<u>Vicksburg Square</u> <u>Redevelopment District</u>
Elderly Housing	P
Nursing Home	P
Dormitories (Group Residence)	AC
Home occupation/Accessory uses	AC
Incubator	P

Notes:

P: Permitted Use

AC: Accessory Use

-: Not Allowed

(1) Must meet the Rail or Trade-Related criteria.

(2) The “Rail or Trade-Related” and “Environmental Component” subcategories for the Light Industrial, Industrial and Research & Development are not mutually exclusive i.e. a business that is classified as a Light Industrial use and meets the “Rail or Trade-Related” and “environmental Component” criteria, is a permitted use in the Rail, Industrial & Trade-Related District and in the Innovation & Technology Business District.

(3) In order to qualify as a permitted use in the “All Other” subcategory in the Light Industrial, Industrial or Research & Development Districts, the “Rail or Trade-Related”, and/or “Environmental Component” subcomponent(s) of the subject business must be incidental to the primary undertaking of said business.

(Inserted by Board of Selectmen)

(Requires a majority vote for passage.)

The following motion was made by Ronald Ricci, 19 East Bare Hill Road, Board of Selectmen, and seconded,

I move that the Town vote to approve revisions to the Reuse Plan, Zoning Bylaws and Zoning Map of the Devens Regional Enterprise Zone as printed in the Monday, June 8, 2009 Special Town Meeting Warrant.

A motion by Mort Miller, 75 Westcott Road, to move the question was seconded and voted majority yes.

Voted majority yes that the Town vote to approve revisions to the Reuse Plan, Zoning Bylaws and Zoning Map of the Devens Regional Enterprise Zone as printed in the Monday, June 8, 2009 Special Town Meeting Warrant.

The meeting was dissolved at 7:52 P.M. Checkers for the meeting were Patti Anklaam, Gail Conlin, Paul Green, and Debbie Ricci. They checked in 189 voters out of a total of 3992 registered voters (3794 active voters).

Respectively submitted,

Janet A. Vellante
Town Clerk

SPECIAL CITIZENS CAUCUS September 21, 2009

The meeting was called to order in the Town Hall Meeting Room on Monday, September 21, 2009, at 7:00 p.m., by Town Clerk Janet Vellante.

On motions made, seconded, and voted unanimously,

Elizabeth Stone was elected Chairman

Rhonda Sprague was elected Secretary of the Caucus.

The following persons were nominated from the floor for the offices and terms as identified below.

<u>Position</u>	<u>Nominee</u>	<u>Vote</u>
SELECTMAN		
one position until 2011 town election		
	William N. Johnson	unanimous
	Marie Sobalvarro	unanimous

The meeting dissolved at 7:04 p.m.

Patricia Anklaam and Dorothy Solbrig checked in 52 voters out of 4022 registered voters (3835 active voters).

Respectfully submitted,

Rhonda Sprague
Caucus Secretary

SPECIAL TOWN ELECTION

December 8, 2009

A Special Town Election was held on December 8, 2009, in the Bromfield School Gym. The polls were opened at 7:00 a.m. by Warden Janet Wilhelm. There were 4036 registered voters (3863 active voters) and a total of 1776 (46 %) persons cast their votes with the following results:

SELECTMAN		Vote for ONE
until 2011 Annual Town Election		
William N. Johnson	858	
Marie Crowley Sobalvarro	892	
Scatterings	0	
Blanks	26	

The polls were closed at 8:00 p.m. by Warden Janet Wilhelm and the results were announced at 9:39 PM.

Eighty (80) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante, Town Clerk

SPECIAL STATE PRIMARY

December 8, 2009

The Special State Primary was held on December 8, 2009, in the Bromfield School Gym in conjunction with a Special Town Election. The polls were opened at 7:00 a.m. by Warden Janet Wilhelm. There were 4036 registered voters (3863 active voters) and a total of 1716 persons (44 % of the active voters) cast their votes with the following results:

DEMOCRATIC PARTY VOTES – 1295

SENATOR IN CONGRESS

Michael E. Capuano	213
Martha Coakley	581
Alan A. Khazei	415
Stephen G. Pagliuca	83
Scatterings	0
Blanks	3

REPUBLICAN PARTY VOTES – 418

SENATOR IN CONGRESS

Scott P. Brown	350
Jack E. Robinson	54
Scatterings	0
Blanks	14

LIBERTARIAN PARTY VOTES – 6

SENATOR IN CONGRESS

Scatterings	4
Blanks	2

The polls were closed at 8:00 p.m. by Warden Janet Wilhelm and the results were announced at 9:39 PM.

Seventy-nine (79) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante
Town Clerk

OFFICE OF THE TOWN CLERK

Odd numbered years are traditionally quiet on the election front with usually only one Town election. This year was an exception. A special caucus and special town election were both held this year after the resignation of Board of Selectman Leo Blair. The special election was held in December as a dual election in conjunction with the Special State Primary to fill the United States Senate seat vacated by the death of Senator Edward Kennedy.

The Town Clerk is deeply indebted to all of the outstanding volunteer election officials and would like to thank each of them for their enthusiasm and dedication.

Continuing education is vital to staying current with the myriad of changes, and is required to maintain certification. The Town Clerk has continued her education by attending classes offered through the New England City and Town Clerks' Association, the Massachusetts Town Clerks' Association, and the City and Town Clerks' Association of Worcester County, culminating in achieving the prestigious Master Municipal Clerk designation from the International Institute of Municipal Clerks.

A change to the State Conflict of Interest law now requires that the Town Clerk distribute new copies of the law to every town employee and volunteer who must then take an on-line test on a bi-annual basis. The Town Clerk is responsible for establishing and maintaining a database to track receipts.

The Town Clerk's Office continues to serve as a licensing agent for the Division of Fisheries & Wildlife, issuing 20 fishing and 20 hunting licenses, and 12 waterfowl, archery, and primitive firearm stamps.

BOARD OF REGISTRARS

The current members of the Board of Registrars are Michelle Catalina, Marylin Morgan, Ruth Miller, and Janet Vellante. The Board certified 869 signatures on nomination papers and petitions this year. The board was unable to certify several additional signatures, either because the individual was not a registered voter at the address provided, or the name or address was not legible. Voters are urged to sign petitions legibly and with their name and street address as registered to vote.

One-hundred seventy two new voter registrations were processed during this year.

There are currently 173 inactive voters (those who have not responded to the annual street listing) on the voters' list. The total number of active voters in Harvard at the end of 2009 was as follows:

Democrat	980
Republican	580
Libertarian	10

Political Designations	3
<u>Unenrolled</u>	<u>2306</u>
TOTAL active registered voters	3,879

CENSUS

The official population based on the street listing of January 1, 2009 was 5726. This number which includes 226 Devens residents, but not the Federal Medical Center, is down for the second consecutive year. This was due to the numerous vacant houses in town this year.

VITAL RECORDS

Births: There have been twenty-four (24) births recorded for 2009 to date.

Marriages: Eighteen (18) marriages were duly recorded in the town register.

Deaths: Thirty-five (35) deaths were recorded for 2009, 17 of which were Harvard residents.

DOG LICENSES

This office issued 1010 dog licenses for the period of April 1, 2009 to March 31, 2010.

REPORT OF REVENUES FOR 2009

The following is a list of monies received by the Town Clerk for certain licenses and fees and the sale of copies of public documents during 2009:

Birth, marriage and death certificates	\$2,450.00
Marriage licenses	500.00
Zoning Board of Appeals hearings	1,352.50
Business (d/b/a) certificates	2,000.00
Zoning Bylaws	330.00
Sub-division regulations	30.00
Board of Health Regulations	10.00
Street Lists	430.00
Dog licenses	18,232.50
Raffle Permits	100.00
Fish & Game licenses	1,116.95
Notary fees	181.00
Postage	7.50
Marijuana violations	200.00
Miscellaneous	257.75
TOTAL COLLECTED	\$27,198.20

Respectfully submitted,
Janet A. Vellante, MMC, CMMC
Town Clerk



INSPECTIONAL SERVICES

BUILDING PERMITS

With an overall down turn in the building business, Harvard permitting was still very active. It is not uncommon to see these cyclical falls in construction. Historically when new housing starts to drop off, larger scale renovations pick up. This was the case this past year with a total of 202 permits being issued. With the increase in fuel costs, many homeowners turned to alternative energy sources. There was a large increase in the installation of wood stoves.

The permits broke down as follows:

New Houses	6	Town Houses	2 buildings (6 units)
Renovations/Additions	88	Church Buildings	2
Cell Tower co-locators	3	Commercial	2
Barns	2	Demolitions	5
Woodstoves	30	Re-roofing	38
Misc.	5	Sheds	1
Tents	18		

There were approximately 420 zoning rulings and or opinions made this year. Zoning complaints were minimal and handled on an as need basis.

Respectfully submitted,

Gabriel Vellante, Jr.
Inspector of Buildings/Zoning Enforcement Officer

PLUMBING AND GAS INSPECTIONS

Gas: 82 in 2009, from 84 in 2008
Plumbing: 84 in 2009, from 74 in 2008

Respectfully submitted,
James Bakun, Gas/Plumbing Inspector

INSPECTOR OF WIRES

New houses/townhouses	6	Security System	8
Addition/Remodel	33	Temporary Service	5
Pools	0	Commercial	8
Service	45	Garage/Barn	3
Porch	0	Miscellaneous	39

Total Electrical Permits for 2009: 147

Respectfully submitted,
David Woodsum, Wiring Inspector





DEPARTMENT OF FINANCE
Accounting, Assessing, Collections, Treasury

Dear Residents,

I am pleased to submit the 2009 report of the Finance Department to the Town of Harvard. The Finance Department would like to highlight achievements, changes and ongoing efforts of the past year:

- The Assessing Department was restructured. We have contracted with Regional Resources Group, Inc. for our primary assessing function. The Assistant Assessor, Celia Jornet, is still here to assist residents with questions or issues regarding the assessing process.
- The Finance Department also down-sized and reorganized other positions. The receptionist who also worked as the Assistant Town Clerk and Finance Assistant, and the Assistant Treasurer/Tax Collector (1.5 FTE's) is now one full-time position (we welcome Lisa Parker) working in all capacities. The payroll function was outsourced to Harper's to assist with this transition. Significant savings and streamlining of functions was achieved with these two personnel changes.
- Public electronic access to the finance department continues. Real estate, motor vehicle tax bills, transfer station stickers and punch cards can be paid on line. Property valuation data files can be reviewed via computer at Town Hall and at home through the town's website.
- The Town's bond rating remains strong at AA. This is due to the strength of the Town's financial team which includes this Department, the Finance Committee, the Capital Planning Committee and the Town Administrator. With this rating, the town is able to get more favorable rates on new bonds when needed.

The following pages contain financial highlights of fiscal 2009. If you would like additional information, please contact us at Town Hall. We can be reached by telephone (978-456-4100) or by e-mail through the town's web site. Additional reports such as the balance sheet, annual audit, Schedule A financial summary provided to the Department of Revenue, and the school's End of Year Report provided to the Department of Education are also available.

I would like to thank the employees of the Finance Department at the Town Hall and the School Administration for their diligence in helping Harvard maintain its strong financial condition and accurate financial reporting and processing. The employees and various committees of the town all contribute to Harvard's commitment to its sound financial position and foresight.

Respectfully submitted,

Lorraine Leonard, Finance Director

GENERAL FUND REVENUE

Fiscal Year 2009

PROPERTY TAXES AND STATE AID		
PERSONAL PROPERTY TAX		193,577
REAL ESTATE TAX		15,524,031
SUPPLEMENTAL TAX		4,675
STATE AID		
Abatements - Vet. Surviving Spouse	6,015	
Abatements - Elderly	2,510	
Police Career Incentive	41,206	
Chapter 70	1,599,929	
Charter School Reimb.	13,556	
Lottery	1,613,810	
Additional Assistance	49,722	
Veterans Benefits	1,070	
State Owned Land	7,646	
	Total	3,335,464
GRAND TOTAL		19,057,747

LOCAL RECEIPTS		
MOTOR VEHICLE EXCISE		742,581
PENALTIES AND INTEREST		
Withdrawal Rollback	-	
Penalties/Interest on Taxes	56,816	
	Total	56,816
TAX TITLE (LIENS)		20,362
PAYMENTS IN LIEU OF TAXES		-
WATER DEPARTMENT		36,956
TRASH DISPOSAL		
Transfer Station Stickers	197,634	
Recycling/Disposal - Residents	18,970	
Recycling - Vendors	12,368	
	Total	228,972
CEMETERY INTERMENT/DEEDS		11,845
LAND RENTAL		675

GENERAL FUND REVENUE

Fiscal Year 2009

LOCAL RECEIPTS (continued)		
LIBRARY FINES		10,096
OTHER DEPT. REVENUE		
Insurance Requests	452	
Tax Collector (Fees/Demands/NSF)	5,849	
Town Clerk (DBAs)	4,883	
Bylaws	-	
Zoning Board Hearings	-	
Planning Board Hearings	2,855	
MART Reimbursement	24,783	
MART Van Fees	1,642	
Copy Machine	1,483	
Notary Fee	25	
Liquor Fee	5,000	
Police Outside Details - Admin	11,659	
Planning Board Subdivision Plans	-	
Registry Clear Fees	1,000	
Miscellaneous	11,974	
	Total	71,604
LICENSES AND PERMITS		
Dumpster Permit	425	
Blasting Permit	-	
Fire Department	175	
Smoke Detector	825	
LP Gas Tank Storage	1,020	
TC, Dog Licenses, Birth, Death, Marriage Cert.	21,457	
Bowling/Pinball	250	
Victuallers	175	
Board of Health	1,611	
Pistol	775	
Driveway Inspections	650	
Building	53,152	
Plumbing	7,736	
Wiring	11,660	
Gas	4,459	
Fire Alarm	50	
Gas and Fuel Storage	835	
Cable TV	744	
	Total	105,998
COURT & MOTOR VEHICLE FINES		82,033
INVESTMENT INCOME		25,336
GRAND TOTAL		1,393,274

GENERAL FUND EXPENSES

Fiscal Year 2009

Department	Description	Spent
Town Audit		12,000
Selectmen	Personnel	146,072
	Expense	33,852
	Art. 12, FY09, Actuarial Report	6,200
	Art. 14, FY09, Municipal Sewer	9,155
		<u>15,355</u>
CPA Funded Articles	Art. 32, FY08, Mass. Ave. Sr. Housing	6,991
	Art. 17, FY09, Hildreth House Trim	12,700
	Art. 18, FY09, Shaker Herb Shed	2,887
		<u>22,578</u>
Finance Committee	Expenses	170
Finance Department	Personnel	330,312
	Expense	49,350
		<u>379,661</u>
Law Department	Expenses	57,365
Personnel	Expenses	100
Town Clerk	Personnel	63,911
	Expense	5,114
		<u>69,026</u>
Elections and Registrars	Personnel	1,795
	Expense	7,946
		<u>9,741</u>
Land Use Boards	Personnel	43,138
	Expense	4,449
		<u>47,587</u>
Public Buildings	Personnel	21,290
	Expense	309,775
		<u>331,065</u>
Building/Liability Insurance	Expenses	141,174
Town Reports	Expenses	4,299

GENERAL FUND EXPENSES

Fiscal Year 2009

Department	Description	Spent
Communications	Personnel	192,568
	Expense	18,500
		<u>211,068</u>
Police	Personnel	736,414
	Expense	77,500
		<u>813,914</u>
Fire	Personnel	176,222
	Expense	14,628
	Art. 10, FY09, Fire Chief's Vehicle	31,304
		<u>222,155</u>
Ambulance	Expenses	32,811
Building Inspection	Personnel/Expenses	32,204
Gas Inspection	Personnel/Expenses	3,281
Plumbing Inspection	Personnel/Expenses	4,479
Wire Inspection	Personnel/Expenses	9,570
Animal Control	Personnel/Expense	16,620
Tree Warden	Expenses	14,000
Montachusett Tech	Expenses	74,903
Highway Administration	Personnel	562,425
Highway Constr. And Maint.	Expense	216,703
Snow and Ice	Expense	369,260
Street Lighting	Expenses	5,380
Waste Collection/Disposal	Expense	188,683
Water Distribution	Expenses	14,108
	Art. 9, FY09, Fire Hydrant	14,476
		<u>28,584</u>
Pond Committee	Expenses	33,500
	Art. 28, FY10, Pond Pollution Control	5,628
		<u>39,128</u>

GENERAL FUND EXPENSES

Fiscal Year 2009

Department	Description	Spent
Cemetery	Expense	984
Board of Health	Personnel/Expense	27,314
Council on Aging	Personnel/Expenses	50,711
MART Van Services	Personnel/Expense	16,174
Veterans' Services	Veterans' Benefits/Expenses	9,122
Library	Personnel	366,569
	Expenses	111,276
		<u>477,846</u>
Recreation	Personnel/Expenses	20,573
Parks	Personnel/Expense	51,933
Historical Commission	Expenses	34
Recurring Capital	Public Works Equipment	69,718
	Technology	6,288
	Police Cruiser	22,585
		<u>98,591</u>
Retirement of Debt	Expenses	805,000
Interest - Debt	Expenses	417,735
State Assessments	Expenses	616,746
County Assessments	Expenses	14,256
Insurance - Town Share	Expenses	1,748,438
Benefits Administration	Expenses	2,704
Retirement/Pensions	Expenses	463,970
Workers Compensation	Expenses	53,316
Unemployment	Expenses	38,774
Deferred Compensation	Expenses	8,117
Grand Total		9,037,548

ALL OTHER FUNDS
Revenue and Expenditures
Fiscal Year 2009

	End. Balance 06/30/08	Revenue	Expend.	End. Balance 06/30/09
SCHOOL REVOLVING				
Community Education	65,965	330,608	357,535	39,038
Devens	32,391	306,131	277,151	61,371
School Lunch	2,682	552,134	548,761	6,055
School Athletics	47,882	245,035	261,344	31,573
School Rental	2,447	12,983	10,381	5,048
Kindergarten Tuition	5,543	91,815	97,715	(357)
Preschool Revolving	8,758	59,760	65,000	3,518
School Bus Revolving	1,960	69,285	70,000	1,245
Restitution, Lost Books	443	1,531	322	1,652
Bromfield Student Activity	18,600	194,218	183,230	29,587
HES Student Activity	2,703	86,873	88,033	1,543
SCHOOL GIFTS				
Waters Foundation	5,096	0	1,625	3,472
HES	11,080	27,210	35,291	2,999
Bromfield	22,146	33,806	45,381	10,571
Shaw Trust	206,811	59,719	22,839	243,690
Harvard Public School Fund	0	0	0	0
SCHOOL GRANTS				
Early Childhood	1,316	4,659	3,659	2,316
Special Education	(8,964)	222,837	189,270	24,603
Curriculum Frameworks	2,663	4,991	7,654	0
Title I	0	26,670	27,482	(812)
Educator Quality	10,598	17,159	19,078	8,679
Enhanced Ed Technology	0	592	0	592
Emergency Recovery Project	0	188,029	188,029	0
School Choice (Special Revenue)	28	383,170	380,000	3,198
Circuit Breaker (Special Revenue)	95	575,465	575,000	560
242 Grant	0	0	3,000	(3,000)
Kindergarten Enhancement	8	31,953	31,953	8
RESERVED FOR APPROPRIATION				
Sale of Cemetery Lots	97,180	23,697	0	120,877
CAPITAL PROJECTS				
Recreation Land (Lanc. Cty. Rd.)	12,365	0	0	12,365
Elementary School Lights	14,365	0	5,186	9,179
Bromfield School	17,199	0	17,199	0
Library, Old Bromfield	21,364	0	0	21,364
Bromfield Roof	13,191	0	0	13,191

ALL OTHER FUNDS

Revenue and Expenditures

Fiscal Year 2009

	End. Balance 06/30/08	Revenue	Expend.	End. Balance 06/30/09
MUNICIPAL GIFT				
DARE	2,572	250	0	2,822
Harvard Village Fund	153	0	0	153
Bare Hill Pond	927	0	0	927
John Gray Transfer Station	1,105	0	0	1,105
Police	925	600	588	937
Library	535	1,612	649	1,498
Library - Sun Hill	1,545	5,000	5,249	1,295
Council on Aging	6,536	725	0	7,261
Skateboard Park	1,500	0	0	1,500
Ambulance	2,881	4,256	2,590	4,548
Highway Athletic Fields	124	0	0	124
Bare Hill Pond Sun Hill	478	0	0	478
Care of Park/Common	1,540	0	0	1,540
Cable PEG Access Gift	82,990	22,510	5,086	100,414
Historical Commission Gift	505	556	50	1,011
Fire Department Gift	500	125	251	374
COA Nashoba Valley Healthcare	0	11,260	8,126	3,134
FinCom Book Gift	0	500	500	0
MUNICIPAL REVOLVING				
Wetlands Fees	6,704	2,145	0	8,849
Council on Aging	7,199	18,936	19,721	6,414
Law Enforcement Trust	1,445	0	0	1,445
Park and Recreation	6,670	73,143	71,396	8,417
Insurance Recovery	5,696	0	0	5,696
4th of July	5,440	9,954	12,658	2,736
Ambulance	0	7,442	0	7,442
MUNICIPAL GRANTS				
Extra Poll Hours	(0)	426	541	(115)
Community Policing	20,941	22,860	10,635	33,167
Library - State Aid	18,222	8,603	2,651	24,174
Cultural Council	3,943	4,600	4,054	4,490
Historical Commission	5,000	0	0	5,000
Council on Aging - Formula	0	4,608	4,608	0
Fire SAFE	3,904	3,665	4,925	2,643
Curbside Recycling	18,839	8,711	0	27,550
Council on Aging Elder Care	5	0	0	5
Bullet Proof Vests	828	0	0	828
Fire Safety Equipment	1,715	5,296	0	7,011
Law Enforcement Equipment	1,027	3,000	0	4,027
MEMA Haz. Emergency	0	2,500	0	2,500
Barehill Pond Project	11,160	19,500	13,139	17,521
Pedestrian Bike Path	8,314	0	4,800	3,514
Emergency Preparedness	5,749	300	5,576	473
FEMA Radio Equipment	0	11,567	0	11,567
FEMA Snow & Ice	0	194,392	458,959	(264,567)
Rural Fire Assistance	37	0	0	37

ALL OTHER FUNDS

Revenue and Expenditures

Fiscal Year 2009

	End. Balance 06/30/08	Revenue	Expend.	End. Balance 06/30/09
OTHER				
Community Preservation Fund	255,461	315,473	473,201	97,732
Recreation Land	12,365	0	0	12,365
Elementary School Lighting	13,374	0	4,195	9,179
Highway Fund	(55,803)	397,148	332,169	9,176
Equitable Sharing	(370)	0	0	(370)
Police Details	(9,671)	128,473	119,720	(918)
Stabilization Fund	1,766,616	71,585	157,500	1,680,701
Conservation Fund	605,967	168,517	26,620	747,864
Note: Trust Fund Activity is summarized in the report of the Town Treasurer				

OTHER FINANCIAL INFORMATION

Long-Term and Temporary Debt

Project	06/30/08	Retired FY09	06/30/09	Short-Term	Final Payment
Public Safety Building Construction	\$ 1,895,000	\$ 135,000	\$ 1,760,000		2021
Public Safety Building Land	\$ 130,000	\$ 30,000	\$ 100,000		2011
Public Safety Building Architect	\$ 35,000	\$ 10,000	\$ 25,000		2011
Tripp Land	\$ 75,000	\$ 25,000	\$ 50,000		2010
Vasenska Land	\$ 80,000	\$ 20,000	\$ 60,000		2011
HES Lights and Roof	\$ 15,000	\$ 5,000	\$ 10,000		2010
Bromfield School	\$ 5,680,000	\$ 320,000	\$ 5,360,000		2025
Bromfield School Roof	\$ 1,125,000	\$ 125,000	\$ 1,125,000		2017
Old Bromfield/Library	\$ 2,380,000	\$ 135,000	\$ 2,245,000		2025
Total	\$ 10,970,000	\$ 805,000	\$ 10,735,000	\$ -	

Harvard Public Schools

Omnibus Budget and Articles Approved by Town Meeting

Department	Expend. FY09	Subtotal	Grand Total
Superintendent			
Salaries/Benefits	\$ 351,837		
Transportation	245,994		
Other Expenses	95,897		
		\$ 693,728	
Maintenance			
Salaries	\$ 426,517		
Utilities	346,856		
Services	166,205		
		\$ 939,578	
Harvard Elementary			
Salaries	\$ 2,355,756		
Expenses	51,102		
		\$ 2,406,858	
Bromfield School			
Salaries	\$ 3,953,884		
Expenses	122,220		
		\$ 4,076,104	
Special Education Services			
Salaries	\$ 1,618,717		
Other Expenses	30,336		
Collaborative Services	361,482		
Transportation	264,394		
Tuition	1,474,195		
PreSchool	265,070		
		\$ 4,014,194	
Technology			
Salaries	\$ 106,775		
Expenses	53,070		
		\$ 159,845	
Total Omnibus			\$ 12,290,307
Articles			
FY08 (Art. 15) Bromfield House Rep.	2,850		
FY08 (Art. 16) Special Ed. Audit	18,180		
FY09 (Art. 2) Boiler Replacement	115,663		
FY09 (Art. 3) HES Ceiling Fans	7,800		
		\$ 144,493	

TRUST FUNDS IN CUSTODY OF TOWN TREASURER: DECEMBER 31, 2009

FUND NAME	BEGIN BAL PRINCIPAL	BEGIN BAL EARNINGS	CONTRIB TO PRINCIPAL	NET EARNINGS	DISB FROM PRINCIPAL	TRANSFERS OF EARNINGS	ENDING BAL PRINCIPAL	ENDING BAL EARNINGS	ENDING CASH VALUE
CEMETERY FUNDS									
Cemetery Perpetual Care	\$155,099.89	\$57,270.15	\$5,765.00	\$4,443.67	\$0.00	(\$5,875.00)	\$160,864.89	\$55,838.82	\$216,703.71
Charles Whitney	\$4,899.55	\$10,874.88	\$0.00	\$332.86	\$0.00	\$0.00	\$4,899.55	\$11,207.74	\$16,107.29
John Maynard	\$12,118.30	\$22,962.89	\$0.00	\$740.24	\$0.00	\$0.00	\$12,118.30	\$23,703.13	\$35,821.43
Emily Sibley	\$5,987.71	\$14,222.78	\$0.00	\$426.45	\$0.00	\$0.00	\$5,987.71	\$14,649.23	\$20,636.94
Bellevue Cemetery	\$9,356.49	\$24,506.46	\$0.00	\$714.52	\$0.00	\$0.00	\$9,356.49	\$25,220.98	\$34,577.47
Shaker & Sears	\$1,111.00	\$3,638.05	\$0.00	\$100.22	\$0.00	\$0.00	\$1,111.00	\$3,738.27	\$4,849.27
LIBRARY FUNDS									
Ring Book Fund	\$4,000.00	\$1,507.19	\$0.00	\$116.20	\$0.00	\$0.00	\$4,000.00	\$1,623.39	\$5,623.39
George Clarke	\$1,000.00	\$59.20	\$0.00	\$22.34	\$0.00	\$0.00	\$1,000.00	\$81.54	\$1,081.54
Walter Whitney	\$18,980.16	\$1,023.59	\$0.00	\$422.09	\$0.00	\$0.00	\$18,980.16	\$1,445.68	\$20,425.84
Hap good	\$43,467.76	\$2,323.03	\$0.00	\$966.20	\$0.00	\$0.00	\$43,467.76	\$3,289.23	\$46,756.99
Lawrence	\$11,479.00	\$616.63	\$0.00	\$255.24	\$0.00	\$0.00	\$11,479.00	\$871.87	\$12,350.87
Mary E Blood	\$5,905.90	\$320.54	\$0.00	\$131.38	\$0.00	\$0.00	\$5,905.90	\$451.92	\$6,357.82
Andrew Fairbanks	\$2,898.92	\$159.74	\$0.00	\$64.57	\$0.00	\$0.00	\$2,898.92	\$224.31	\$3,123.23
Miscellaneous Funds									
Ginny Thurston Civic Scholarship	\$16,575.00	\$1,523.67	\$0.00	\$382.95	\$0.00	(\$500.00)	\$16,575.00	\$1,406.62	\$17,981.62
Harvard 300th Anniv	\$4,877.57	\$8,355.36	\$0.00	\$279.23	\$0.00	\$0.00	\$4,877.57	\$8,634.59	\$13,512.16
Warner Lecture	\$29,181.26	\$2,329.08	\$0.00	\$659.52	\$0.00	(\$356.35)	\$29,181.26	\$2,632.25	\$31,813.51
Maynard Clock	\$500.00	\$614.84	\$0.00	\$23.52	\$0.00	\$0.00	\$500.00	\$638.36	\$1,138.36
Georgia Whitney Poor	\$19,269.09	\$2,578.34	\$0.00	\$461.00	\$0.00	\$0.00	\$19,269.09	\$3,039.34	\$22,308.43
Warren Harrod-4th of July	\$1,500.00	\$727.97	\$0.00	\$47.03	\$0.00	\$0.00	\$1,500.00	\$775.00	\$2,275.00
Harvard Salvage-4th of July	\$1,000.00	\$1,094.88	\$0.00	\$44.20	\$0.00	\$0.00	\$1,000.00	\$1,139.08	\$2,139.08
Stanley Hildreth Clock	\$500.00	\$443.68	\$0.00	\$19.91	\$0.00	\$0.00	\$500.00	\$463.59	\$963.59
Stanley Hildreth Common	\$1,000.00	\$4,447.21	\$0.00	\$114.93	\$0.00	\$0.00	\$1,000.00	\$4,562.14	\$5,562.14
Turtle Memorial	\$5,102.50	\$8,552.22	\$0.00	\$267.40	\$0.00	(\$1,250.00)	\$5,102.50	\$7,569.62	\$12,672.12
Will Post Memorial	\$3,791.16	\$5,289.43	\$0.00	\$192.24	\$0.00	(\$300.00)	\$3,791.16	\$5,181.67	\$8,972.83
Entrepreneur's Scholarship	\$612.85	\$354.64	\$0.00	\$20.40	\$0.00	\$0.00	\$612.85	\$375.04	\$987.89
Ambulance Scharship	\$0.00	\$0.00	\$31,982.66	\$369.50	\$0.00	\$0.00	\$31,982.66	\$369.50	\$32,352.16
Thomas Ford Nursing Fund	\$26,054.85	\$5,976.46	\$0.00	\$675.88	\$0.00	\$0.00	\$26,054.85	\$6,652.34	\$32,707.19
Rantoul Trust-Elderly	\$15,788.34	\$20,453.67	\$0.00	\$764.73	\$0.00	\$0.00	\$15,788.34	\$21,218.40	\$37,006.74
Rantoul Trust-General	\$155,313.91	\$59,596.04	\$0.00	\$4,468.17	\$0.00	(\$5,413.04)	\$155,313.91	\$58,651.17	\$213,965.08
Affordable Housing	\$0.00	\$268,546.31	\$134,908.97	\$5,611.87	\$0.00	\$14,248.26	\$134,908.97	\$288,406.44	\$423,315.41
Stabilization & Conservation									
Conservation	\$164,176.55	\$13,425.12	\$0.00	\$3,661.86	\$0.00	(\$5,313.49)	\$164,176.55	\$11,773.49	\$175,950.04
Stabilization	\$859,788.25	\$774,490.40	\$300,000.00	\$31,756.63	\$0.00	(\$409,998.16)	\$1,159,788.25	\$396,248.87	\$1,556,037.12
Conservation / CPA	\$190,000.00	\$378,653.45	\$100,000.00	\$11,789.61	\$0.00	\$0.00	\$290,000.00	\$390,443.06	\$680,443.06
TOTAL OF TRUST FUNDS	\$1,771,336.01	\$1,696,937.90	\$572,656.63	\$70,346.56	\$0.00	(\$414,757.78)	\$2,343,992.64	\$1,352,526.68	\$3,696,519.32

SCHOOL DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Accorsi,	Joan E	\$26,150.91				\$26,150.91
Alexander,	Pamela S	\$23,637.18				\$23,637.18
Allard,	Maryanne F	\$36,980.19				\$36,980.19
Ambrosino,	Cynthia U	\$82,135.56		\$682.50		\$82,818.06
Ayer,	Carol B	\$3,189.36				\$3,189.36
Ayles,	Dawn M	\$54,201.09				\$54,201.09
Bagatelle,	Davida J	\$80,443.12		\$628.43		\$81,071.55
Banios,	Mary Beth	\$109,478.75				\$109,478.75
Baranowski,	Jennifer D	\$28,281.60		\$312.86		\$28,594.46
Barmakian,	Peter M	\$34,661.12	\$370.92			\$35,032.04
Bashta,	Jessica K	\$24,840.62	\$966.94		\$100.00	\$25,907.56
Bassage,	Amy P	\$29,161.80		\$75.00		\$29,236.80
Batchelder,	Helen J	\$3,718.75				\$3,718.75
Bearce,	Matthew W	\$39,252.48	\$6,648.21		\$200.00	\$46,100.69
Bell,	David K	\$325.00				\$325.00
Bennett,	Brenda J	\$4,323.72			\$500.00	\$4,823.72
Besold,	Stephen G	\$82,135.56				\$82,135.56
Boisvert,	David A	\$66,309.97		\$473.77	\$3,573.00	\$70,356.74
Bostwick,	Michelle E	\$10,545.50			\$939.04	\$11,484.54
Bowen,	Nancy E	\$1,750.00				\$1,750.00
Bragg,	Margaret M	\$79,386.44		\$900.00	\$4,430.00	\$84,716.44
Brooks,	Martha C	\$65,559.48		\$825.14	\$2,893.45	\$69,278.07
Bruning,	Gayle D	\$31,339.36			\$350.00	\$31,689.36
Bucholc,	Karen L	\$64,083.56		\$446.72		\$64,530.28
Buhner,	Cynthia A	\$700.00				\$700.00
Burns,	Christina M	\$50.00				\$50.00
Campbell,	Marybeth L	\$65,559.48				\$65,559.48
Carignan,	Raymond V	\$42,445.92		\$529.68		\$42,975.60
Carlucci,	Kellie B	\$54,354.02		\$390.89	\$1,748.04	\$56,492.95
Carpenter,	Cynthia S	\$160.00				\$160.00
Carroll,	Mary E	\$48,913.04			\$1,250.00	\$50,163.04
Castro Castellanos,	M J	\$82,135.56		\$1,612.00		\$83,747.56
Cavanagh,	Ellen M	\$162.50				\$162.50
Cavanaugh,	Judith L	\$43,124.34				\$43,124.34
Chandler Manly,	Sharon K	\$58,188.84		\$325.00	\$980.71	\$59,494.55
Chandler,	Gail M	\$195.00				\$195.00
Chandler,	Toni A	\$11,205.00				\$11,205.00
Chapman,	Pamela C	\$61,724.10				\$61,724.10
Cheveralls,	Maryann T	\$53,342.72				\$53,342.72
Ciesluk,	Christine N	\$22,637.04			\$350.00	\$22,987.04
Clark,	Carole G	\$42,445.92				\$42,445.92
Clarke,	Joshua N	\$71,548.16				\$71,548.16
Cleary,	Nicholas C	\$167.81				\$167.81
Conte,	Maryann Z	\$72,350.78				\$72,350.78
Cook,	Julie A	\$55,566.38			\$1,240.00	\$56,806.38
Cooke,	Lynn H	\$2,528.55				\$2,528.55

SCHOOL DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Correnty,	Paul S	\$78,429.64		\$650.00	\$12,011.61	\$91,091.25
Cosgrave,	Travis G	\$357.50				\$357.50
Coulter,	Regina A	\$2,000.00				\$2,000.00
Cozzens,	Margaret R	\$8,160.29			\$750.00	\$8,910.29
Creaven,	Michelle M	\$26,660.30			\$143.05	\$26,803.35
Crittendon,	Lauren M	\$49,449.78				\$49,449.78
Cudmore,	Karen L	\$71,444.22		\$156.00	\$1,315.00	\$72,915.22
Cullinane,	F Robert	\$80,443.12		\$1,012.46	\$500.00	\$81,955.58
Cumbo,	Karen E	\$1,320.00				\$1,320.00
Curley,	Robin D	\$33,052.32			\$391.25	\$33,443.57
Deaugustinis,	Robin A	\$455.00				\$455.00
Degara,	Dennis L	\$84,728.14		\$2,067.53		\$86,795.67
Degregorio,	Pamela M	\$97,582.82		\$1,200.00	\$1,200.00	\$99,982.82
Demkoski,	Linda V	\$69,273.00		\$523.12		\$69,796.12
Deneen,	Karen A	\$87,064.42		\$2,067.53		\$89,131.95
D'Eramo,	Andrea R	\$256.80				\$256.80
Desarro,	Michael D	\$73,892.28		\$144.81	\$546.50	\$74,583.59
Desjardins,	Loren A	\$14,967.84				\$14,967.84
Desousa,	Willa	\$16,826.97				\$16,826.97
Dickason,	Jean M	\$13,377.25				\$13,377.25
Doherty,	Kathleen R	\$82,135.56		\$2,067.53	\$967.50	\$85,170.59
Donnellan,	Kathleen A	\$87,064.31			\$1,000.00	\$88,064.31
Downing,	Susan D	\$28,642.60				\$28,642.60
Dunn,	Raymond L	\$171.20				\$171.20
Dyer,	Janis C	\$43,309.78			\$493.42	\$43,803.20
Edmonds,	Carrie M	\$150.00				\$150.00
Edmunds,	Joanne I	\$4,026.78				\$4,026.78
Egan,	Elizabeth N	\$50,163.36				\$50,163.36
Farnsworth,	Lori A	\$36,440.47				\$36,440.47
Farnsworth,	Susan E	\$31,218.25			\$1,500.00	\$32,718.25
Favulli Jr,	Steven J	\$58,958.84			\$133.36	\$59,092.20
Flanagan,	Alison P	\$1,929.34			\$240.00	\$2,169.34
Flint,	Eric A	\$11,470.81				\$11,470.81
Flynn,	Jennifer E	\$24,529.22				\$24,529.22
Force,	Mark E	\$70,359.78		\$4,000.00		\$74,359.78
Foster,	Kevin M	\$73,891.88		\$360.00	\$4,950.49	\$79,202.37
Foster,	Kevin P	\$130.00				\$130.00
Fraser,	Jennifer A	\$52,997.92			\$660.07	\$53,657.99
Galeski,	Lorelei G	\$11,225.52				\$11,225.52
Gamage,	Kirsti A	\$72,350.78				\$72,350.78
Gilfix,	David J	\$73,891.88		\$910.61		\$74,802.49
Gintner,	Matthew T	\$33,878.88	\$2,777.03			\$36,655.91
Gitleman,	Emily R	\$1,550.00				\$1,550.00
Gothorpe,	Amy L	\$65.00				\$65.00
Gould,	Barbara Ann E	\$82,135.56		\$1,800.00	\$1,250.00	\$85,185.56
Grogan,	Margaret A	\$37,272.10		\$437.63		\$37,709.73

SCHOOL DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Hadorn,	Margaret	\$6,321.86				\$6,321.86
Haire,	Elizabeth J	\$162.50			\$245.00	\$407.50
Hall,	Emma V	\$599.20				\$599.20
Hammad,	Dina M	\$34,004.44				\$34,004.44
Hansen,	Cynthia K	\$62,736.98			\$1,000.00	\$63,736.98
Harris,	Cynthia J	\$72,350.78			\$420.00	\$72,770.78
Harvey,	Margaret S	\$45,113.13				\$45,113.13
Hazoury,	Denise M	\$21,589.36			\$1,229.20	\$22,818.56
Heard,	Brenda F	\$4,950.00				\$4,950.00
Held,	Kathleen G	\$800.00				\$800.00
Henry,	M Gretchen	\$92,837.68		\$1,209.00		\$94,046.68
Herbert,	William J	\$2,400.00				\$2,400.00
Hermans,	Robin C	\$2,411.00				\$2,411.00
Hettich,	Madeleine L	\$599.20				\$599.20
Hill,	Thomas P	\$12,375.00			\$8,162.00	\$20,537.00
Hoffman,	Scott M	\$97,036.02		\$738.88	\$2,495.00	\$100,269.90
Holmes,	Kathleen N	\$31,076.60				\$31,076.60
Holmes,	Susan	\$42,445.92		\$482.00		\$42,927.92
Holt,	Wyatt	\$80,443.12			\$722.21	\$81,165.33
Hopkins,	Lisa J	\$82,135.56		\$2,067.53		\$84,203.09
Horne,	Susan E	\$747.50				\$747.50
Horton,	Julie R	\$62,062.28		\$311.25	\$4,200.28	\$66,573.81
Hurley,	Cynthia A	\$82,135.56			\$200.00	\$82,335.56
Hurley,	Lauren A	\$45,113.28				\$45,113.28
Hurley,	Stephanie	\$130.00				\$130.00
Hyde,	Jessica	\$53,416.42			\$745.00	\$54,161.42
Igo,	Susan	\$22,038.73				\$22,038.73
Jefferson,	Thomas W	\$140,749.79		\$18,000.00	\$7,967.46	\$166,717.25
Jones,	Christopher W	\$75,054.48				\$75,054.48
Jones,	Donald E	\$37,725.84	\$779.26		\$350.00	\$38,855.10
Jones,	Joan M	\$14,204.25				\$14,204.25
Kaiser,	Robert D	\$36,466.45			\$100.00	\$36,566.45
Keating,	Denise D	\$56,138.74		\$423.94	\$391.25	\$56,953.93
Keating,	Joshua J	\$200.00				\$200.00
Keith,	Maureen E	\$56,847.70			\$500.00	\$57,347.70
Kelley,	Alexandra G	\$128.40				\$128.40
Kelley,	Barbara A	\$80,443.12		\$1,183.00	\$2,687.50	\$84,313.62
Kennefick,	Lynne D	\$700.00				\$700.00
Kent-Barnes,	Amy M	\$14,141.46				\$14,141.46
Kenyon,	Jillian D	\$320.00				\$320.00
Keoseian,	Therese J	\$81,330.98		\$1,923.20	\$200.00	\$83,454.18
Kerwin,	Diane E	\$15,340.08		\$86.25	\$1,350.00	\$16,776.33
Kidd,	Ariana	\$3,832.50				\$3,832.50
Kilkenny,	Laura E	\$12,189.60				\$12,189.60
Kimball,	Kathy K	\$25,598.77				\$25,598.77
Kittredge,	Kathleen	\$82,135.56		\$2,067.53		\$84,203.09

SCHOOL DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Kligerman,	Michelle E	\$25,789.04			\$200.00	\$25,989.04
Kline,	Barbara E	\$26,523.00				\$26,523.00
Knoll,	Michael E	\$3,304.96				\$3,304.96
Kranz,	Elisabeth D	\$30,252.20			\$800.00	\$31,052.20
Landry,	Hayley A	\$299.60				\$299.60
Landry,	Maureen T	\$825.56				\$825.56
Landry,	Paul J	\$44,960.16	\$7,382.88		\$350.00	\$52,693.04
Lanza,	Donna E	\$76,402.12				\$76,402.12
Large,	Shana M	\$130.00				\$130.00
Larrabee,	Elizabeth P	\$1,440.00				\$1,440.00
Lavertue,	Mark S	\$67,417.66		\$405.00		\$67,822.66
Lazaro,	Kristina M	\$39,444.07				\$39,444.07
Leahy,	Francis P	\$1,190.00				\$1,190.00
L'ecuyer,	Kimberley A	\$19,285.70				\$19,285.70
Lindberg,	Deborah L	\$519.22				\$519.22
Lombard,	Janet H	\$80,443.12		\$2,024.93		\$82,468.05
Long,	Renee M	\$30,369.92				\$30,369.92
Lush,	Gail A	\$19,971.90				\$19,971.90
Lynch,	Brian A	\$1,400.00				\$1,400.00
Lyons,	Joan M	\$54,921.82			\$2,250.00	\$57,171.82
Lyons,	Joanne C	\$12,597.50	\$221.20		\$850.00	\$13,668.70
Macdonald,	Michele A	\$10,806.01				\$10,806.01
MacKenzie,	Connor P	\$337.50				\$337.50
Macmahon,	Noelle G	\$920.00				\$920.00
Maki,	Nissa A	\$1,284.00				\$1,284.00
Mandozzi,	Jason B	\$366.72				\$366.72
Manly,	Rachel G	\$294.40			\$595.00	\$889.40
March,	Judith H	\$43,699.00				\$43,699.00
Marya,	Sangita	\$56,200.12		\$424.40		\$56,624.52
Mattie,	Bryce N	\$47,133.02			\$6,184.92	\$53,317.94
Maurer,	Earl L	\$67,703.12		\$502.11	\$2,814.00	\$71,019.23
Mayo,	Debra L	\$30,367.02				\$30,367.02
McCullough,	Brian M	\$171.20				\$171.20
McDonell,	Jordan C	\$1,701.88				\$1,701.88
McDoom,	Margaret C	\$54,921.82				\$54,921.82
McGarty,	Maryellen M	\$62,736.98		\$452.40	\$1,103.93	\$64,293.31
McGarty,	Michael T	\$76,402.12		\$1,755.00	\$5,429.76	\$83,586.88
McIntyre,	Jane	\$1,450.00				\$1,450.00
McKenna,	Claudia A	\$32,583.30			\$350.00	\$32,933.30
McKenna,	Mark D	\$35,380.88	\$4,687.71		\$350.00	\$40,418.59
McPadden,	Loretta N	\$197.37				\$197.37
Mendell,	Diane M	\$24,872.26			\$350.00	\$25,222.26
Menin Sr,	Gary C	\$64,542.70			\$60.00	\$64,602.70
Mercadante,	Talia R	\$41,711.90			\$1,492.78	\$43,204.68
Meyer,	Barbara	\$3,149.48				\$3,149.48
Miller,	Ian M	\$377.57				\$377.57

SCHOOL DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Miller,	Miranda J	\$47,805.06		\$312.00		\$48,117.06
Moeser,	Christine	\$650.00				\$650.00
Monette,	Theresa M	\$81,086.92		\$1,950.00	\$900.00	\$83,936.92
Monsen,	Carly A	\$16,431.10				\$16,431.10
Moore,	Judy S	\$82,135.56		\$2,067.53		\$84,203.09
Morse,	Heather	\$4,999.47				\$4,999.47
Mrakovich,	Sharon E	\$25,559.22				\$25,559.22
Mudgett,	Janice D	\$400.00				\$400.00
Murphy,	Peter R	\$73,924.26		\$558.25	\$3,527.93	\$78,010.44
Myczkowska,	Joanna W	\$260.00				\$260.00
Myles,	Ruth E	\$145.33				\$145.33
Newbould,	Erin J	\$65,559.48			\$1,400.00	\$66,959.48
Nigzus,	Colleen R	\$60,335.50			\$2,068.27	\$62,403.77
Nigzus,	Steve A	\$200.00				\$200.00
Nilan,	Patricia J	\$63,681.30		\$637.50	\$637.50	\$64,956.30
Niland,	Melissa J	\$56,373.62			\$1,872.50	\$58,246.12
Nocka,	Julia F				\$1,143.80	\$1,143.80
Nocka,	Laura M	\$1,412.50				\$1,412.50
Normandin,	Carrie B	\$23,740.00				\$23,740.00
Norton,	Jodi L	\$150.00				\$150.00
Nurmi,	Janice R	\$16,973.02			\$350.00	\$17,323.02
Ockene,	Daniel L	\$85.60				\$85.60
O'Shea,	James F	\$119,094.04				\$119,094.04
Papia,	Cynthia B	\$8,229.28			\$750.00	\$8,979.28
Parda,	Dale L	\$21,853.41			\$350.00	\$22,203.41
Pendleton,	Kimberly A	\$43,247.52				\$43,247.52
Perry,	Nicholas R	\$1,537.50				\$1,537.50
Petersen,	Wendy L	\$1,250.00				\$1,250.00
Peura,	Oksana A	\$40,369.14				\$40,369.14
Piche,	Donna	\$56,006.42		\$704.90		\$56,711.32
Pierce,	Deborah A	\$85,371.97		\$2,024.93		\$87,396.90
Pike,	Jonathan R	\$33,637.56				\$33,637.56
Pon,	Chelsey N	\$98.28				\$98.28
Prescott,	Cynthia A	\$17,797.64			\$1,350.00	\$19,147.64
Railsback,	Nancy L	\$500.00				\$500.00
Ramirez,	Victoria L	\$80,443.12				\$80,443.12
Reale,	Christine	\$73,924.16		\$558.25	\$500.00	\$74,982.41
Redford,	Annie F	\$27,669.18			\$750.00	\$28,419.18
Reynolds,	Thomas E	\$73,891.88		\$360.00	\$6,320.66	\$80,572.54
Rhodes,	Tracy	\$715.00				\$715.00
Riddle,	Carol M	\$10,163.12			\$350.00	\$10,513.12
Ripp,	David P	\$63,349.90				\$63,349.90
Rivera,	Debra L	\$12,215.03				\$12,215.03
Rivera,	Marissa A	\$97.50				\$97.50
Robichaud,	Lisa	\$33,552.53	\$360.37		\$900.00	\$34,812.90
Ross,	Elke - Edda	\$3,400.00				\$3,400.00

SCHOOL DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Route,	Tammy A	\$46,351.12				\$46,351.12
Sawyer,	Andrew P	\$19,740.77				\$19,740.77
Schemel,	Justine	\$1,007.50				\$1,007.50
Schemel,	Ruth E	\$82,135.56		\$975.00	\$3,624.25	\$86,734.81
Schmidt,	Matthew L	\$1,078.56				\$1,078.56
Schmidt,	Sharon C	\$14,643.12			\$655.00	\$15,298.12
Schwarz,	Kim B	\$15,606.40			\$200.00	\$15,806.40
Schwinger,	Alice R	\$15,469.80			\$1,850.00	\$17,319.80
Shelton,	Mary Jane	\$22,584.39				\$22,584.39
Shepherd,	Patricia L	\$56,847.70			\$342.00	\$57,189.70
Shuttle,	Karen J	\$34,595.20		\$1,000.00		\$35,595.20
Silver,	Derek J	\$134.24				\$134.24
Silver,	Susan V	\$79,975.12		\$1,923.20	\$12,592.25	\$94,490.57
Smith,	Jacqueline E	\$52,131.78		\$2,000.00		\$54,131.78
Snell,	Christopher E	\$61,052.50				\$61,052.50
Soldi,	Lisa A	\$82,135.56		\$1,033.76		\$83,169.32
Squire,	Kathryn M	\$162.50				\$162.50
Steeves,	Cynthia M	\$877.50				\$877.50
Sucheck,	Erin K	\$48,130.42			\$288.71	\$48,419.13
Sullivan,	Arlene N	\$62,736.98		\$789.61		\$63,526.59
Sullivan,	Mary D	\$25,428.97			\$400.00	\$25,828.97
Tabor,	Richard W	\$86,443.08			\$407.00	\$86,850.08
Tan,	Shirley U	\$3,816.32				\$3,816.32
Tarullo,	Glenn M	\$78,102.42		\$589.80		\$78,692.22
Tavilla,	Sonya L	\$16,061.06	\$83.70		\$500.00	\$16,644.76
Temple,	Cheryl A	\$72,528.05		\$473.77	\$1,078.75	\$74,080.57
Thieme,	Lilly A	\$965.96				\$965.96
Tokay,	Susan A	\$21,228.48				\$21,228.48
Traver,	Lesley M	\$10,618.82			\$485.50	\$11,104.32
Travers,	Jacqueline M	\$17,160.00				\$17,160.00
Turner,	Rebecca A	\$293.66				\$293.66
Tuttle,	Sharlene F	\$72,820.88		\$275.00	\$500.00	\$73,595.88
Vander Veen Midey,	Kristen B	\$75,300.52		\$568.64		\$75,869.16
Veltri,	Maria G	\$9,150.00				\$9,150.00
Veno,	Susan E	\$48,778.65				\$48,778.65
Wager,	Gloria	\$26,476.56				\$26,476.56
Wagner,	Gioanne L	\$59,154.70				\$59,154.70
Waite,	Cynthia M	\$37,239.36			\$1,530.00	\$38,769.36
Waite,	Jonathan D	\$2,005.00				\$2,005.00
Walker,	Deborah H	\$23,744.19			\$350.00	\$24,094.19
Wallace,	John J	\$6,455.08				\$6,455.08
Walrath,	Karen E	\$600.00				\$600.00
Walton,	Christina L	\$260.00				\$260.00
Walton,	Maria P	\$240.00				\$240.00
Wass,	Russell D	\$87,175.66			\$222.00	\$87,397.66
Weaver,	Lawrence T	\$36,821.60	\$578.10			\$37,399.70

SCHOOL DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Welch,	Lee O	\$1,267.50				\$1,267.50
Wenger,	Gregory A	\$262.50				\$262.50
Whayne,	Susanne S	\$20,179.00				\$20,179.00
Wilkinson,	Tamra L	\$51,937.12			\$400.00	\$52,337.12
Williams,	Joanne M	\$26,003.17		\$190.04		\$26,193.21
Wolf,	Sue B	\$631.25				\$631.25
Woodsum,	Janet E	\$3,485.00				\$3,485.00
Zadroga,	Mary E	\$53,316.00		\$162.50	\$3,950.94	\$57,429.44
Zadroga,	Meagan Y	\$487.50				\$487.50
Zayka,	Theodore M	\$845.00				\$845.00
Zimmer,	Margaret M	\$56,518.58		\$419.62		\$56,938.20

Total for School \$9,859,381.12

LIBRARY

Employee		Base Pay	Overtime	Annuity	Other	Total
Alenson,	Audrey W	\$4,156.04				\$4,156.04
Andrews,	Susan E	\$25,224.30				\$25,224.30
Cascadden,	Nora E	\$4,772.15				\$4,772.15
Duckett,	Jennifer M	\$2,033.64				\$2,033.64
Frothingham,	Elizabeth S	\$1,374.52				\$1,374.52
Frothingham,	Margaret K	\$2,122.16				\$2,122.16
Gagnon,	Lisa V	\$50,671.58		\$195.00		\$50,866.58
Kingsbury,	Abigail H	\$43,375.63				\$43,375.63
Macmillan,	Jennifer B	\$24,423.80				\$24,423.80
McCormack,	Constance S	\$10,858.56				\$10,858.56
Moffa,	Nanette	\$27,658.56				\$27,658.56
Raab,	Barbara L	\$10,671.82				\$10,671.82
Veno,	Judith M	\$41,514.80		\$284.81		\$41,799.61
Voorhees,	Renee L	\$2,003.23				\$2,003.23
Williamson,	Joanne M	\$17,871.11				\$17,871.11
Wilson,	Mary C	\$77,229.08		\$933.44		\$78,162.52
Wood,	Emma R	\$931.88				\$931.88

Total for Library \$348,306.11

DEPARTMENT OF PUBLIC WORKS

Employee		Base Pay	Overtime	Annuity	Other	Total
Allard,	Laurence S	\$32,247.86	\$6,057.87		\$241.40	\$38,547.13
Batten,	Phillip M	\$2,626.40	\$2,012.02			\$4,638.42
Burrington,	James A	\$34,134.32	\$4,009.96			\$38,144.28
Canole,	Joseph W	\$46,462.48	\$5,393.60			\$51,856.08
Card,	William J	\$43,759.64	\$14,146.69		\$28.50	\$57,934.83
Colella,	Anthony D	\$5,018.43				\$5,018.43
Cozzolino,	Alfred F	\$6,452.67				\$6,452.67
Gilbert,	Benjamin L	\$8,134.03	\$143.30			\$8,277.33
Gilbert,	Ronald C	\$55,349.26	\$14,895.53		\$111.00	\$70,355.79
Greco,	Jeffrey E	\$37,201.30	\$7,452.10			\$44,653.40
Holmes,	James R	\$11,407.64	\$1,187.98			\$12,595.62
Johnson,	Stephen M	\$25,242.18	\$4,923.47			\$30,165.65

Malatos,	David D	\$1,702.38	\$1,539.65			\$3,242.03
Melvin,	Robert J	\$43,702.04	\$6,972.72			\$50,674.76
Nota,	Richard C	\$90,201.32		\$825.00	\$2,999.88	\$94,026.20
Vazquez Jr,	Eugenio	\$45,821.76	\$14,081.82			\$59,903.58

Total for Public Works \$576,486.20

POLICE DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Babu,	Ovidiu D	\$59,948.17	\$29,263.48		\$43,296.86	\$132,508.51
Bowolick,	Nathan W	\$8,111.76				\$8,111.76
Castro,	William J	\$52,213.40	\$10,955.36		\$19,472.98	\$82,641.74
Coates,	John J	\$60,412.32	\$4,352.04		\$35,026.14	\$99,790.50
Denmark,	Edward D	\$94,319.20		\$2,279.80	\$23,542.78	\$120,141.78
Dristilaris,	John G	\$2,253.12				\$2,253.12
Fortunato,	Daniele M	\$52,312.32	\$451.02		\$9,137.12	\$61,900.46
Hughes,	Scott T	\$51,971.00	\$12,942.26		\$46,529.01	\$111,442.27
Izzo,	Jack J	\$51,924.48	\$11,520.88		\$26,946.04	\$90,391.40
Murphy,	Kimberly A	\$51,916.64	\$7,601.78		\$14,607.74	\$74,126.16
Naylor,	Susan G	\$24,023.67				\$24,023.67
Newman,	Gregory	\$52,929.36	\$13,329.55		\$20,395.12	\$86,654.03

Total for Police \$893,985.40

COMMUNICATIONS DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Doocey,	Sean E	\$6,969.12	\$181.98		\$725.40	\$7,876.50
Guild,	Timothy	\$125.55				\$125.55
Hamel,	Gordon R	\$31,684.80	\$3,457.30		\$2,997.96	\$38,140.06
Natoli,	Patricia	\$39,604.48	\$6,533.31		\$3,836.64	\$49,974.43
Perry,	Andrew S	\$33,736.24	\$3,865.63		\$3,321.20	\$40,923.07
Perry,	Nelson W	\$1,020.00			\$6,859.48	\$7,879.48
Podzycki,	Susan E	\$750.00			\$6,173.41	\$6,923.41
Rouvel,	Patricia M	\$38,791.68	\$1,880.59		\$2,398.08	\$43,070.35

Total for Communication \$194,912.85

FINANCE DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Aponte,	Alfredo L	\$47,445.60				\$47,445.60
Gintner,	M Stephanie	\$5,075.22		\$78.00	\$6,470.40	\$11,623.62
Jornet,	Celia A	\$35,527.14				\$35,527.14
Leonard,	Lorraine A	\$96,430.08		\$2,385.98	\$1,499.95	\$100,316.01
Marrama,	Angela M	\$11,788.00		\$117.00	\$9,131.44	\$21,036.44
Parker,	Lisa A	\$27,391.66				\$27,391.66
Phillips,	Leslie A	\$1,477.16				\$1,477.16
Smith,	Victoria L	\$63,056.96		\$367.50	\$999.96	\$64,424.42
Vellante,	Janet A	\$63,460.80		\$650.00	\$999.96	\$65,110.76

Total for Finance \$374,352.81

SELECTMEN'S OFFICE

Employee		Base Pay	Overtime	Annuity	Other	Total
Bragan,	Timothy P	\$97,656.00			\$2,999.88	\$100,655.88
Butler,	Ashley J	\$4,425.60				\$4,425.60
Doucet,	Julie A	\$37,303.28				\$37,303.28

Stoffel,	Edward M	\$22,383.68				\$22,383.68
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Total for Selectmen \$164,768.44

TOWN INSPECTORS

Employee		Base Pay	Overtime	Annuity	Other	Total
Bakun,	James E	\$6,805.48				\$6,805.48
Friedrich,	Robert D	\$246.68				\$246.68
Horgan,	Philip F	\$2,183.25				\$2,183.25
Vellante,	Gabriel J	\$56,995.00				\$56,995.00
Woodsum,	David S	\$8,584.00				\$8,584.00

Total for Inspectors \$74,814.41

VETERANS' AGENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Lyddy,	Dennis M	\$1,000.00				\$1,000.00

Total for Veterans' Agent \$1,000.00

FIRE DEPARTMENT

Employee		Base Pay	Overtime	Annuity	Other	Total
Aldrich,	Oona	\$4,939.00				\$4,939.00
Barber,	Duane D	\$1,106.00				\$1,106.00
Barton,	William K	\$3,585.00				\$3,585.00
Berthoud,	William D	\$2,113.00				\$2,113.00
Debettencourt,	Frank H	\$2,475.00				\$2,475.00
Harrod,	Edgar W	\$3,035.00				\$3,035.00
Harrod,	Gregory	\$4,723.00				\$4,723.00
Harrod,	Kenneth L	\$3,540.00				\$3,540.00
Hazel,	David E	\$2,035.00				\$2,035.00
Into,	Stephen W	\$1,020.00				\$1,020.00
Kenney,	Marlene	\$3,691.90				\$3,691.90
McElhaney,	William J	\$2,284.00				\$2,284.00
Mignard,	Robert J	\$70,651.28				\$70,651.28
Morris,	Paul J	\$2,090.00				\$2,090.00
Murphy,	Sean G	\$3,233.00				\$3,233.00
Nigzus,	Charles	\$6,530.00				\$6,530.00
Nogler,	Scot	\$5,735.00				\$5,735.00
Noyes,	Kerra V	\$744.00				\$744.00
Perry,	Andrew S	\$2,720.00				\$2,720.00
Perwak,	Brian	\$1,815.00				\$1,815.00
Powderly,	Richard D	\$1,360.00				\$1,360.00
Shaw,	Walter B	\$1,740.00				\$1,740.00
Shaw,	Joseph A	\$4,885.00				\$4,885.00
Specht,	Alan T	\$760.00				\$760.00
Swearingen,	Tyler A	\$2,485.00				\$2,485.00
Thompson,	Marc T	\$1,365.00				\$1,365.00
Warren,	P Robert	\$6,235.00				\$6,235.00
Woodsum,	David	\$2,465.00				\$2,465.00

Total for Fire \$149,360.18

LAND USE BOARDS

Employee		Base Pay	Overtime	Annuity	Other	Total
Allard,	Elizabeth A	\$43,375.42				\$43,375.42

Total for Land Use Boards \$43,375.42

BOARD OF HEALTH

Employee Base Pay Overtime Annuity Other Total

Large,	Shanna M	\$9,275.44				\$9,275.44
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Total for Board of Health \$9,275.44

COUNCIL ON AGING

Employee Base Pay Overtime Annuity Other Total

Butler,	Charles G	\$2,300.87				\$2,300.87
Herbert,	William	\$7,123.53				\$7,123.53
Holland,	Maria E	\$15,799.34				\$15,799.34
Hughes,	Robert H	\$3,509.96				\$3,509.96
Nickerson,	Bruce E	\$497.83				\$497.83
Quarles,	Virginia L	\$44,123.49				\$44,123.49
Tenneson,	Peter A	\$3,157.92				\$3,157.92
Warren,	Peter E	\$949.19				\$949.19

Total for Council on Aging \$77,462.13

DOG OFFICERS

Employee Base Pay Overtime Annuity Other Total

Bamford,	Ann	\$3,999.96				\$3,999.96
Willard,	Paul P	\$12,500.04				\$12,500.04

Total for Dog Officer \$16,500.00

GRAND TOTAL \$12,783,980.51

NOTES

NOTES

NOTES

TOWN OF HARVARD FIRE SIGNALS

12	Route 2 East of Route 110	216	Upper Littleton Road at Littleton Town
14	Route 2 West of Route 110	Line	
21	Out of Town	217	Green Hill Road
31	Library	221	Pinnacle Road
32	Harvard Common	222	Park Lane
33	Unitarian Church	223	Little Common (Fairbanks Street)
34	Town Hall	224	Oak Hill Road
35	Fire Station	225	Cleaves Hill Road
36	Congregational Church	226	Woodchuck Hill Road
52	Town Beach	227	Route 111 at Stow Road
53	Lancaster Shore- Turners Lane	231	Route 111 at Boxboro Town Line (Route 495 & Codman Hill)
54	Clinton Shore	232	Sherry Road
112	Catholic Church	233	Littleton County Road at Cleaves
113	Willow Road		
114	Madigan Road		
115	Still River Road at Prospect Hill Road	234	Littleton County Road at Littleton Town Line
116	Still River Depot Road	235	Slough Road
117	Still River Road at Bolton Town Line St. Benedicts	236	Haskell
118	Under Pin Hill Road and Lovers Lane	241	Hynes Lane
121	Depot Road at Craggs Road (Pattee Road & Town Dump)	242	Murray Lane
122	Harvard Depot	243	Eldridge Road
123	Prospect Hill Road	311	Finn Road at Stow Town Line
124	Whitney Road	312	Hillcrest Drive
125	Mill Road	313	Withington Lane
126	Old Shirley Road	314	East Bare Hill Road
131	Ayer Road at Route 2	315	Westcott Road
132	Ayer Road at Old Mill Road	316	Jacob Gates Road
133	Ayer Road at Ayer Town Line	4321	Elementary School
134	Lancaster County Road (goat farm & Cedar Ledge Road)	6321	Junior Senior High School
135	Old Mill Road	321	Bromfield Street at Bolton Road
136	Blanchard Road	322	Bolton Road at West Bare Hill Rd.
141	Poor Farm Road	323	Abbot Lane
142	South Shaker Road, Quarry Lane	324	Partridge Hill Road and Deerfoot Trail
143	Glenview Drive	325	Brown Road
144	Shaker Road at Ayer Town Line (Sheehan Road)	411	West Bare Hill Road
145	Shaker Hills	412	Woodside Road
211	Lower Littleton Road at Cruft Lane, Orchard Hill	413	Scott Road
212	Lower Littleton Road at Route 2	414	Bowers Road
213	Lower Littleton Road at Littleton Town Line	511	Warren Avenue
214	Sawyer Lane	512	Tahanto Trail
215	Upper Littleton Road at and including Old School House Rd.	513	Peninsula Road
		5321	Old Bromfield Building
		5321	Bromfield House

SPECIAL CALLS

10 Repeated -- Civil Defense Call
 2-2-2 All Clear
 5-5-5 No School if blown at 7 A.M.
 2 blasts at 12 noon - Test Blows