

2010 ANNUAL REPORT



Harvard, Massachusetts

TOWN OF HARVARD
WORCESTER COUNTY

DATE OF INCORPORATION: 1732

FORM OF GOVERNMENT: Town Meeting

POPULATION: 5,752 – as of January 1, 2010

AREA: 16,500 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, Wednesday & Thursday
8:30 A.M. – 7:00 P.M. Tuesday

SENATORS IN CONGRESS: Scott Brown, John F. Kerry

REPRESENTATIVE IN CONGRESS, Fifth District: Nicola 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 – 2010 ANNUAL TOWN REPORT

All photos in the report including the cover are courtesy of Lisa Aciukewicz, photographer for the Harvard Press. The 2010 Town Report has been compiled, formatted and edited by Julie Doucet, Executive Assistant to the Town Administrator and Board of Selectmen.

2010
Annual Reports
of the
Town Officers
of the
Town of Harvard



for the year ending
December 31, 2010

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GENERAL GOVERNMENT

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

➤ ➤ ➤ **BOARD OF SELECTMEN** ◀ ◀ ◀

In May of 2010, voters re-elected Timothy Clark to his second term, and William Johnson to his first term. The board was organized with Peter Warren as Chair, Marie Sobalvarro as Vice Chairman, and William Johnson as Clerk.

Goals

At the annual strategic planning session in June 2010, the Board discussed the major operational and organizational issues facing the town, and approved the following five goals:

- **Municipal Buildings:** A committee shall be appointed to develop recommendations for space optimization, reuse, and renovation of Town-owned buildings including: Town Hall with town offices, the Old Fire Station, the Old Library, and the Hildreth House.
- **Communications:** The Board will continue efforts to improve communication and cooperation with town committees and residents, and shall schedule additional all-board meetings, and regular reports of Selectmen liaisons.
- **Devens and JBoS:** A committee shall be appointed to analyze the current state of Devens finances as they relate to Harvard; likewise, the Board shall continue to seek opportunities for shared resources and service delivery.

- **Joint Goal Setting :** The Board will actively seek other committees' respective comments and goals for synergies and interdependencies, including developing a strategy to address the structural deficit, regional opportunities, revenue opportunities, planning issues, and commercial expansion.
- **Commercial Development:** A committee shall be appointed to continue the initiative for commercial development in Harvard's Commercial District, and will actively pursue Harvard's designation as an Economic Target Area.
- **Protect Harvard's Natural Resources:** Address approaches to access to water, utilities and conservation efforts, conservation land, and forest management.

Personnel and Budget

Health insurance, increasing at 9-11% per year, has long been a concern of the Board. With the collective goal of providing the best possible health insurance at an affordable cost, and minimizing future cost increases (which were currently escalating beyond the ability to fund them from tax levy), an agreement was successfully reached in the spring with the Town's unions. This agreement was the result of a team effort involving union employees, union representatives from the MTA and from AFSCME, Board of Selectmen, School Committee, School Superintendent, Finance Director/School Business Manager and Town Administrator. One result of this agreement was that FY10's insurance cost to the taxpayer was approximately the same as FY09.

The cost aversion to the town enabled funding employee contractual salary step/column increases for the next year and avoiding layoffs, and the Board is grateful to everyone involved for their efforts to ultimately attain a solution which benefits everyone.

Following the changes to insurance plan design, the Selectmen proceeded to negotiate the three town union contracts (Police, Public Works, and Dispatch). All three contracts were settled by late spring.

The budget of \$19,843,850 was a 0.5% increase over FY10 – even with a 4% reduction in Local (State) Aid. This reflects the ongoing work of the Finance Committee and Town departments to implement creative cost-savings strategies (such as changes in service delivery at the DPW, outsourcing assessing, increasing volunteer hours, leveraging Federal grants to address pollution and weed growth in the Pond, the Devens contract), and the changes in the health insurance plan.

Activities

In early February, the Board granted its first two licenses for the off-premises sale of wine and malt beverages, and later ratified a liquor license policy and a BYOB policy.

At Town Meeting, there was significant support for the formation of an Economic Development Committee to actively proceed with detailed design and investigation of the vision presented by the Economic Development Analysis Team.

In May, the Board commemorated the service of Lucy Wallace. Her hard work on behalf of the board and townspeople over her years of service is greatly appreciated.

The Board supported the Nashua River Watershed Association request for participation in the 'Wild and Scenic River' designation for the Nashua River.

The funding for the Town Center Sewer, approved at the 2009 Annual Town Meeting, was approved by the clean water state revolving fund, which will enable the Town to attain a \$2M bond at low financing, and proceed with the project.

The first all-boards meeting devoted to joint goal-setting and reporting occurred in the Fall, with attendance from more than 18 committees. Attendees were encouraged to share their committee's goals, and to explore interdependencies amongst committees' goals.

Three committees were officially defined and staffed during the fall: the Economic Development Committee, the Municipal Building Committee, and the Devens Economic Analysis Team. A subcommittee comprised of members from various boards was convened to explore options to preserve some of the land of the Town's original Poor Farm.

The Board implemented the revisions of the State's Open Meeting Law, which requires more extensive agendas and record-keeping.

At the fall Special Town Meeting, warrant articles addressing zoning and changing the by-laws to include the Stretch Energy Code passed, clearing the final hurdles for Harvard's designation as a Green Community. Funding from the Green Communities Program, administered by the State, will assist the Town in making its buildings more energy efficient.

In conjunction with the Town Center Sewer Policy Group, the Board reviewed the first draft of policies pertaining to sewer use and sewer users in preparation for the Town Center sewer.

Devens

The redevelopment of Vicksburg Square remains under active pursuit, and MassDevelopment selected Trinity Financial as the developer. Trinity will be responsible for securing the necessary zoning amendments to the Devens Bylaws and Reuse Plan at a future super town meeting. Public outreach efforts by Trinity commenced in the Fall, and additional 'visioning sessions' are planned for 2011.

The Board supported the Devens Enterprise Commission's (DEC) request to stop proposed changes in the governance of Devens detailed in 'the Massachusetts Sunset Act'. This act would have permitted changes to Chapter 498 by legislative action rather than by a three-town super town meeting.

Deven's enrollment in the Central Massachusetts Mosquito Control Project was discussed and conditionally approved by the Board.

Harvard selectmen in conjunction with the Board of Health successfully petitioned the DEC to reconsider their noise protocol and Evergreen Solar's compliance to date.

Respectfully submitted,

Peter Warren, Chair
Marie Sobalvarro, Vice Chair
William Johnson, Clerk
Ronald Ricci
Timothy Clark



➤ ➤ ➤ ZONING BOARD OF APPEALS ◀ ◀ ◀

The Zoning Board of Appeals (ZBA) is composed of a three members serving staggered three-year terms, with three alternates that are appointed yearly. The ZBA is a quasi-judicial body that operates under the authority of Chapter 40A of Massachusetts General Laws and the Code of the Town of Harvard, Chapter 125 Protective (Zoning) Bylaw for the purpose of promoting health, safety, convenience and general welfare of the Town of Harvard.

The ZBA has authority in the following matters:

It can issue Special Permits for various uses and purposes including, but not limited to, Pre-Existing Lots/Structures/Uses, Access for the Physically Handicapped, Conversion for Multiple Residence, Conversion of Seasonal Residence, Institutional Uses, Off Sites Uses, Accessory Apartment Use, Permitted Uses in the AR Districts and Other Off-Site Signs.

It reviews and decides requests for variances submitted to the Board by applicants who want an exemption to the Protective Bylaw, Chapter 125, in order to use their land and any existing structures on the land in a particular way.

If anyone that is aggrieved by a decision of the Building Commissioner/Zoning Enforcement Officer they may appeal that decision to this Board for a hearing and adjudication of the dispute.

Anyone wishing to construct affordable housing in the Town must come before this Board and request a comprehensive permit as provided for under Chapter 40B of the Massachusetts General Laws.

The year 2010 was an unusually quiet year for the Harvard ZBA. The Board held only four (4) meetings. The Board had three (3) Special Permit applications, all of which were granted. There were no requests for Variances or Comprehensive Permit applications.

The Board's membership remained unchanged in the year 2010. Christopher Tracey once again served as the Chairman, while Steve Moeser served another year as the Vice Chair, and member Robert Capobianco's 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 of an Associate Member remained unfilled in 2010.

The Board usually 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, Chairman
Robert Capobianco, Esq., Member
Orville Dodson, Associate
Liz Allard, Land Use Administrator

Steven Moeser, Vice Chairman
Theodore Maxant, Associate



➤ ➤ ➤ **BOARD OF ASSESSORS** ◀ ◀ ◀

Fiscal Year 2011 was our triennial certification year, which was completed by the Assessing Department, along with RRG Systems. We appreciate the citizens who give us access to their homes as the department always strives to keep the assessing records current and accurate.

Qualified sales from calendar year fair market values for FY2011. New Department of Revenue on December 16, certified on December 17, 2010. The tax December 22, 2010.



2009 were used to determine values were certified by the 2010 and New Growth was rate of \$15.47 was certified on

As always, if you have any concerns or questions regarding the determination of property values or any assessing issues, please feel free to contact the Assistant Assessor, Celia Jorner, at 978-456-4100 x15 or by email at cjorner@harvard.ma.us.

<u>Fiscal Year</u>	<u>Assessed Value</u>	<u>Tax Levy</u>	<u>Tax Rate</u>
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	1,138,995,5112	16,321,805.69	14.33
2011	1,082,829,559	16,751,373.27	15.47

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

Valuation of Property by Class

<u>Property Class</u>	<u>FY2010</u>	<u>FY2011</u>
Residential	1,086,713,988	1,028,867,112
Commercial	34,767,212	34,762,788
Industrial	2,353,400	2,576,200
Personal Property	15,160,912	16,623,459

Assessment/Classification Report FY11

<u>Property Type</u>	<u>Parcel Count</u>	<u>Value</u>
Single Family 101	1,659	931,387,600
Condominium 102	121	26,904,100
Miscellaneous 103&109	28	20,052,600
Two Family 104	28	16,719,300
Three Family 105	2	2,325,700
Four to Eight Units 111-125	4	3,953,300
Vacant Land 130-132,106	270	25,672,600
Commercial 300-393	62	29,969,400
Industrial 400-452	15	2,576,200
Chapter 61 Land	36	47,400
Chapter 61A Land	40	754,800

Chapter 61B Land	14	2,816,100
Mixed Use 012-043	85	3,027,000
Personal Property	211	16,623,459

Respectfully Submitted,

Richard F Maiore, Chair

Joseph R. T. Theriault

Debra M. George



➤ ➤ ➤ **PLANNING BOARD** < < <

Over the course of 2010, the Planning Board carried out its Protective Bylaw responsibilities and worked to implement the Town’s Master Plan. The Board also worked on the planning for the economic development of the Ayer Road corridor through its adoption of the Economic Development Committee charter in conjunction with the Board of Selectmen; began working with the Municipal Affordable Housing Trust to find ways to support sensible affordable housing strategies in the Town; and passed a bylaw at Special Town Meeting that created an overlay district for renewable energy at the transfer station which was a necessary criterion for the town to become a “Green Community”.

At Annual Town Meeting, the Planning Board proposed and passed three amendments to the protective bylaws that updated the Zoning Map; unified and clarified the policy for Seasonal Signs in Town; and defined the parameters for the accessory use of drive-thru’s in Town.

In 2010, the number of applications the Planning Board received for ANRs (“Approval Not Required”), Special Permits and Scenic Road Consents continued to trend downward reflecting the nationwide slowdown in the real estate sector. There were only three (3) Special Permit applications in 2010, two of which were renewals of cell towers as co-locators. There were five (5) ANRs; four (4) Scenic Road Consents and one (1) Site Plan Approval that were brought before the Board.

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 2010, the Board provided input on two (2) such applications, a significant decrease from past years.

At the 2010 Annual Town Meeting the Board presented three (3) 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; all three (3) amendments were passed by ATM. Those amendments included revisions to Amend §125-41I (1)(c) of the

Protective Bylaw to bring the Bylaw in line with the policy adopted by the of the Board of Selectmen's (BOS) U-Pick Seasonal Sign Policy regarding the allowable size of those signs. The BOS policy allowed for an off-site directional sign that does not exceed four square feet in area for commercial agricultural enterprises as defined by MGL Chapter 128 Section 1A. A second Bylaw amendment proposed by the Planning Board sought to revise the existing Zoning Map by digitizing it and adding color to make it easier to read. The digitized and color version of the Zoning Map was incorporated into §125-42 of the Protective Bylaw. Lastly, the Planning Board proposed a Bylaw amendment that would permit only pharmacies and banks to build drive-through service windows as an accessory use in the Town.

At the Special Town Meeting held last November, the Planning Board proposed and passed a Bylaw amendment that created an overlay district for renewable energy generation that was confined to the ten acres of the transfer station. Further, the renewable energy source was limited to ground-mounted solar photovoltaic panels. Permitting the as-of-right siting of a renewable energy such as this was one of the five criteria that needed to be adopted for the Town to achieve designation as a "Green Community" and therefore eligible for grant money to help offset Harvard's long term municipal energy costs.

The composition of the Board experienced significant changes in 2010 with the resignation of two members, former Chair Joe Sudol and Lisa Fox. Joining the Board was Michelle Catalina, who previously served as an Associate Member of the Board. She will serve as a member until the spring election, at which point she will be eligible to run for the remainder of Lisa Fox's term. Kara McGuire Minar was elected chair and Craig Bardenheuer was elected vice-chair of the Planning Board. In early 2011, the Board intends to fill the vacancy left by Joe Sudol's departure and an associate member position as well.

The Board's members serve as representatives on several other Town and Regional Boards and Committees, some of which are subcommittees under the jurisdiction of the Planning Board. Craig Bardenheuer continues to represent the Board on the Montachusett Joint Transportation Committee. Wayne McFarland is the Planning Board's Chair of the Master Plan Implementation Committee and serves as the Board's representative to the Open Space and Recreation Plan Implementation Commission. Michelle Catalina was appointed to represent the Town on the Montachusett Regional Planning Commission, and she replaced Joe Sudol as the Board's representative on the Community Preservation Committee. Kara McGuire Minar is the Planning Board's representative to the Economic Development 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 best practices, as well as clear to applicants. In 2009, the Board's comprehensive Procedural Rules and Regulations were revised and are now available for use by applicants and newly elected or appointed members to the Board. In 2010, the

Board continued to refine and review its procedural rules to ensure their consistency and clarity.

Having an Affordable Housing Plan approved by the Massachusetts Department of Housing and Community Development (DHCD) is a critical component of the Town's ability to attain "safe harbor" status from undesirable Chapter 40B housing development as well as providing a viable strategy in addressing the Town's affordable housing needs.. Updating the Affordable Housing Plan also provided an opportunity to implement recommendations outlined in the Town's Master Plan for the 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 (MAHT) became major contributors in the effort to update the Affordable Housing Plan. An updated plan was submitted and approved by DHCD in early 2010. Last fall, the Board was approached by the MAHT to consider ways to broaden the Town's affordable housing stock by adopting strategies that other Massachusetts Towns have successfully implemented. The Planning Board will continue to work with the MAHT to explore housing alternatives to traditional Chapter 40B development as well as carry out the town's Affordable Housing Plan.

Looking ahead to 2011, the Planning Board will begin working on updating the Town Master Plan to meet the 2012 deadline as mandated by State law. The Planning Board will ask for funding for the development of the Master Plan at this year's Annual Town Meeting and will seek input from the town's residents throughout 2011 to craft the updated Master Plan, which is updated every ten years..

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-4:00 pm.

Respectfully submitted:

Kara McGuire Minar, Chair
Michelle Catalina

Craig Bardenheuer, Vice-Chair
Wayne McFarland

MEMORIAL DAY





➤ ➤ ➤ MUNICIPAL AFFORDABLE HOUSING TRUST ◀ ◀ ◀

The Harvard Municipal Affordable Housing Trust Fund (MAHTF) is a quasi-municipal agency dedicated to 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 and that help to strengthen and maintain the Town's rural and historic character.

For the past year the Trust has monitored the progress of the Bowers Brook Housing for Seniors project, for which the Trust conditionally approved a \$200,000 grant in 2009. The grant utilized Community Preservation Act funds to assist in the construction of a \$12 million 42 unit rental apartments for low and moderate income senior citizens and citizens with special needs. All of the units in the project will count toward our state Subsidized Housing Inventory (SHI) and, thereby, count towards our State mandated goal of ten percent of our town housing stock being affordable. Our grant also fulfilled a State requirement of local financial support for the project. In April 2010, a further project requirement for an easement over conservation land was met as Article 44, allowing this easement, was approved by a 2/3 vote at the Annual Town Meeting. This project is being carried out by a local developer, Lou Russo, Wheeler Realty Trust.

This MAHTF grant was conditioned, among other milestones, upon the project's receipt of funding from a number of other resources. The Bowers Brook Housing for Seniors project has obtained the necessary funding and all other conditions have been met. It is among the 26 affordable housing projects statewide that were approved to receive this funding. The project is now poised to begin construction, which when completed will not only provide the town with affordable senior housing but with also enough SHI units to protect the Town from "unfriendly 40B's" for two years from the issuance of the Building Permit.

During the course of these two protected years, the Trust plans to work proactively to develop and prepare strategies to allow the Town to meet its affordable housing requirements in ways that complement the Town's needs and character. As part of this endeavor, the MAHTF has had meetings and discussions with affordable housing entities in neighboring towns such as Acton and Carlisle.

As a result of these discussions, the MAHTF is now looking in to establishing an incentive program specific to the development of affordable accessory apartments within the zoning parameters of the bylaw approved by the Town in 2007. The MAHTF has begun discussions with the Planning Board and the Town with regard to this possible strategy, and looks forward to continued work.

Over the course of the year, the Trust considered becoming involved in a number of land and/or property acquisitions for affordable housing. After careful review and consultation with the BOS when appropriate, the MAHTF decided that none would be an effective or timely use of MAHTF funds,

In addition, the Trust applied for Community Preservation Act funds for 2011 to rebuild reserves for future housing opportunities and programs that the Town might pursue. At the recommendation of the Community Preservation Committee, the 2010 Annual Town Meeting awarded the Trust \$75,000 in April.

Respectfully submitted,

Mort Miller (Chair)	Wade Holtzman (Vice-Chair)	Bruce Nickerson
(Treasurer)		
Barbara Brady (Secretary)	Sherlie LaPierre	Chris Ready
Ron Ricci, Selectmen Rep.		



➤ ➤ ➤ **MUNICIPAL BUILDINGS COMMITTEE** ⬅ ⬅ ⬅

At the 2010 Annual Town Meeting the Municipal Buildings Task Force (MBTF) reported on the results of its year-long analysis of three town-owned buildings: the Town Hall, the Old Library, and the Hildreth House. It recommended further professional analysis to evaluate the suitability of these buildings for a variety of uses including town government, a senior center/COA facility, community/cultural center, and office or other commercial use, or to generate revenue through sale or lease. The town meeting appropriated \$70,000 to be used for professional services, with a report to be made at the 2011 Annual Town Meeting.

In June the Board of Selectmen (BOS) appointed the Municipal Buildings Committee (MBC) and gave it the following charge:

- Develop recommendations for the space optimization, reuse and renovations of town-owned buildings: the Town Hall and old Fire Station, the Old Library, and the Hildreth House for municipal government offices, community center, senior center and/or such other uses as may be appropriate, including lease or sale;
- Develop recommendations to improve parking and pedestrian access for the above mentioned buildings;
- Work closely with the Capital Planning Committee to establish a budget/plan for all proposed renovations, additions, sales, lease and /or acquisitions;
- Report quarterly to the BOS with a final report and recommendations to the BOS, Finance Committee and Capital Planning Committee at least 60 days prior to the 2011 Annual Town Meeting.

In order to meet the charge from the BOS, the MBC created several small working groups to address specific components. These included:

- Steering Committee comprised of MBC members;
- Town Hall working group led by Pete Jackson;
- Senior Center working group led by Lucy Wallace;
- Community Center (aka the Pilot Project) working group led by Willie Wickman
- Financing and Revenue working group led by Marie Sobalvarro;
- Grant working group led by Peter Warren;
- Design Team comprised of Ron Ostberg, Doug Coots and Maggie Green;
- Space Utilization Assessment led by Maggie Green;
- Real Estate Evaluation led by Peter Warren

The work of the MBC was done in overlapping stages, addressing program needs, conceptual design, cost/funding, and implementation strategies. At each stage, issues were raised and suggested alternatives pursued and analyzed. Some alternatives were quickly rejected as flawed, others, though imperfect, were carried to the next stage.

The MBC offered 3 workshops to the public to present and get feedback on its work and findings. The first workshop on October 2nd considered program components for town government, senior life and a cultural center. The second, held on November 13th, evaluated the benefit of alternative approaches to accommodating these three programs in the three buildings. At the third and final workshop on December 18th the MBC presented its draft recommendation for the disposition of the three buildings and the estimated cost for upgrading the buildings to meet code, address deferred maintenance, and accommodate the programs' needs. In spite of busy schedules, on average 50 residents attended these Saturday morning workshops and provided the MBC with excellent feedback and suggestions.

The MBC concluded the year compiling reports from consultants (including architects, civil engineers, cost estimators, as well as local realtors and grant writers), meeting with Capital Planning and Finance Committee, refining its recommendations and implementation strategy to present to the BOS in February 2011, and preparing a request for the 2011 Annual Town Meeting.

The MBC wishes to thank the many townspeople, volunteer committee members, and town hall staff, particularly Tim Bragan, for their input and assistance in completing this task.

Respectfully submitted,

Ron Ostberg, Chair

Marie Sobalvarro (BOS Liaison)

Willie Wickman

Lucy Wallace

Pete Jackson

Peter Warren (BOS Liaison)

Doug Coots



➤ ➤ ➤ **COMMUNITY PRESERVATION COMMITTEE** ◀ ◀ ◀

With the establishment of the Community Preservation Act (CPA) in 2000, the Commonwealth established a trust fund that would match up to 100% of dollars collected via a property tax surcharge of up to 3% by towns which adopted the terms of the act. The funds can only be used for acquisition of Open Space and Recreation as sets, 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 surcharge of 1.1%.

Since its inception through the end of fiscal 2011 we estimate \$2.65 million will have been raised including \$1.63 million raised locally by the 1.1% surcharge. This past year the state match shrunk to 27.2% and is expected to drop further to 25% as the flow of cash into the state trust fund from property transfer fees remains weak and the funds are shared by more and more towns which have adopted the CPA. The Community Preservation Coalition, an advocacy group for Community Preservation efforts across Massachusetts, has lobbied for passage of legislation to guarantee a minimum of 75% matching funds. Due to more pressing matters, bill SB90 did not make it out of the House Ways & Means Committee in 2010. The sponsors have committed to reintroduce the bill in the current session.

At the last nine Annual Town Meetings, the voters have approved approximately \$2,126,000 in spending. Approximately \$100,000 of the appropriated funds that were not needed or passed a sunset date has been returned to the available funds and \$16,500 of interest has been earned over the years. A detailed accounting is available on the Town website. CPA fund reserves, the town's preservation "savings account", shows a projected balance of \$100,960 at the end of FY11.

Activities of the Community Preservation Committee

Town Meeting 2010 voted to approve \$297,655 to all projects and reserves recommended by the CPC.

The approved projects were:

- \$ 75,000 to the Municipal Affordable Housing Trust Fund
- \$ 75,000 for the Conservation Fund
- \$100,000 for restoration of Town Hall
- \$ 2,000 for CPC administrative expenses
- \$ 7,000 for preservation of historic documents (Fruitlands)
- \$ 33,000 for preservation of historic town documents
- \$ 5,655 for preservation of Shaker grave markers

There were several changes to the CPC members. Deborah Ricci was elected to complete the term of Phil Crosby, Michelle Catalina replaced Joe Sudol as the Planning Board representative, Wade Holtzman replaced Bruce Nickerson as the representative of the Harvard Housing Authority, and John Lee replaced Margaret Grogan as the Park & Rec representative.

FY2011 Applications

The committee received eight applications for consideration for a combined total of \$665,250. Two applications were ruled ineligible reducing the total requested to 557,750. The total available funds including reserves are \$333,854. This is the fifth consecutive year the requests exceed the amount available. It is clear to the CPC that the 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 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 the base match.

It should be noted also that during the past year several major land acquisition and restoration projects have been discussed where under the CPA, the Harvard CPC could exercise its bonding authority by encumbering future revenue. Should this action be recommended by CPC and approved by Town Meeting, there would be less available for the usual annual applications.

The complete list of applications is as follows:

- \$100,000 for Master Plan update, ruled ineligible
- \$ 7,500 for a trail at Fruitlands, ruled ineligible
- \$ 7,000 for preservation of historic documents (Fruitlands)
- \$ 27,000 for preservation of historic town documents
- \$200,000 for Municipal Affordable Housing Trust Fund
- \$150,000 for Conservation Fund
- \$ 73,750 for Storm Water Management Facilities
- \$100,000 for restoration of Town Hall

The recommendations of the CPC are found in the 2011 Annual Town Meeting Finance Committee Report Recommendations and Warrant Articles.

Respectfully submitted,

Donald Boyce, Elected, Chairman
Chris Cutler, Historical Commission
John Lee, Park & Recreation

Michelle Catalina, Planning Board
Charlie Gorss, Conservation Commission
Wade Holtzman, Housing Authority

Deborah Ricci, Elected, Vice-Chair
Deborah Thomson, Elected, Secretary

Steve Rowse, Elected, Treasurer



➤ ➤ ➤ **CABLE ADVISORY COMMITTEE** ⬅ ⬅ ⬅



The Harvard Cable Advisory Committee/Harvard Cable TV 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 as called upon to do so. We are very grateful to the town for given us the lower part level of the Old Library for our studio. For the first time in the history of the committee, we have everything in one place and a clean place to work and product programs. All the programming would not be possible with our great camera operators, Christopher Byler, Jared King, Brint Ferguson, Casey Clark and Leo Pero.

This year we added a station director, Robert Fernandez from Harvard. Robert has created a new Video Production Club that was launched on November of 2010. With the support of Bromfield's Principal Jim O'Shea and the graphic arts teacher, Martha Brooks, the HCTV sponsored Video Club offers students a series of classes that include storyboarding, camera operation, lighting, video production, and non-linear editing using I-movie. The new club will add a video educational component to the Bromfield curriculum, offer qualified Bromfield students with part-time employment, and provide students with opportunities to experience the production life cycle from idea to script to production, post production, and deployment. We currently have 5 students in the class.

Roberts has also been active in getting our new studio at 7 Fairbanks Street (the Old Library) up and running. His other duties performed as HCTV Station Director have been: Created the Station Marketing Plan, Co-authored the station Budget Report, Created the station Policies and Procedures manual, Created Statement of agreement form, Camera training form, Created Volunteer Hall and Town Hall Camera Procedure forms, Developed programming exchange relationships with Chelmsford, Westford, Shirley and Marlborough Cable stations, receiving and airing shows on subjects such as: Cooking, Health, Education, & Home. Robert continues to upload the weekly announcements on the bulletin board that is shown on channel 15.

In 2010, HCTV has acquired and installed a new broadcast automation system which automates playback on both Government Access Channel 12 and Public Access Channel 13. This networked, modern software-based system has allowed us to significantly expand the variety and quantity of shows we broadcast each week. The integrated bulletin system automatically fills in interstitial time with relevant community announcements and program schedule information. The bulletin system also runs 24x7 on Channel 15.

Thanks to Mitch Norcross for developing our new web site which leverages the broadcast system capabilities. At www.harvardcabletv.com, viewers can browse the week's upcoming schedules and bulletins, and find in-depth information related to HCTV activities.

The committee uses Channel 12 & 13 & 15 to provide programming to the residents with live programs from Town Hall, Volunteers Hall, Cronin Auditorium and The Old Library. We can be reached at hctv@harvard.ma.us, www.harvardcabletv.com, or phone 978-456-2719 also through the Selectmen's office.

In 2010 the Cable advisory committee volunteered 30 12 hours for the 2010 year. Jonathan Williams has been working in the studio and with the Video Production Club. Ray Dunn assisting with all the new policies and procedures and creating a studio for us. Mitch Norcross working endless hours on bring up the new server. John Ball for the hours he has spent on providing Harvard with all the Health and Medical programs. And again, thanks to our camera crews Brint, Leo, Casey, Chris and Jared for bring Harvard to our television sets. We will continue to agitate for the best possible service available for Harvard cable consumers.

Respectfully submitted:

Patricia C. Natoli, Chairperson
Mitch Norcross, Recording Secretary

Jonathan Williams, Vice Chairperson
John Ball Ray Dunn



➤ ➤ ➤ ENERGY ADVISORY COMMITTEE ◀ ◀ ◀

The Harvard Energy Advisory Committee (HEAC) had a tremendous year in 2010. HEAC initiated and implemented energy reduction projects using grants and utility incentives, created an Energy Plan for the Town and achieved DOER Green Community designation.

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. Highlights in 2010 include:

- Town Energy Data and Reduction Goal – The total Town energy usage and costs for electricity, heating oil, natural gas and vehicle fuel were compiled and entered into the MassEnergyInsight software to support Green Community designation. This data is critical to target our efforts, determine potential cost savings, justify proposed projects and track their benefits. The Town has committed to reduce energy consumption 20% of the FY09 baseline year by FY14.

	FY07	FY08	FY09	FY10
Total Energy Use Million BTUs	25,255	25,610	24,639	20,112

Energy Reduction Projects

- Lighting Retrofit – HEAC obtained approval (using National Grid incentives) to upgrade to more energy efficient lamps, ballasts and fixtures at the Old Library, Police Station, Town Hall, Bromfield House and DPW, completed October 2010.
- School Mechanical Upgrades – At Bromfield, a project was approved by the Town and subsidized by National Grid to add Demand Controlled Ventilation, Variable Speed Drives (HW pumps and RTU fans), Retrocommissioning and a Building Automation System (BAS) upgrade as well as conversion of some pneumatic to digital controls. At Hildreth, the hot water pump motors were replaced with high efficiency motors and variable speed drives along with a dedicated BAS control.
- Solar Panels at Bromfield School – HEAC obtained approval for the installation of a 5kW Photovoltaic (PV) system on the Bromfield roof, to be completed in Q1 2011. The project is funded using \$35,707 in matching Clean Energy Choice funds and a \$5,000 MTC Commonwealth Solar rebate.

Green Communities

- Green Communities – After receiving consulting assistance in the beginning of 2010, HEAC worked across the community and with many boards and committees to complete the requirements for the Green Communities designation application. This required a Special Town Meeting and approval of zoning articles for as-of-right siting of PV generation and approval of the Stretch Energy Code.
- Green Communities – HEAC created and obtained approval for the Energy Reduction plan along with a Fuel Efficient Vehicle Policy and Building Use Policy to define how the Town of Harvard will achieve the energy use reduction goal of 20% in five years.
- The Town of Harvard was one of eighteen communities in the state designated a Green Community in December 2010 and received a grant of \$141,200 to be applied toward energy reduction projects in 2011. The projects planned are 1) Hildreth Elementary School - replace a boiler and several windows, add Demand Controlled Ventilation and add a Building Automation System; 2) Main Fire Station – replace boiler; 3) Police Station - upgrade/replace HVAC system equipment.

We appreciate the efforts in 2010 of Town employees, Boards and all volunteers that have helped us obtain the necessary information, guidance and funding authorization to implement recommended projects and achieve Green Community designation. 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
 ReneRoy (Associate Member)

Bill Blackwell
 Eric Broadbent, Vice Chair
 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), Chris Lilly (Regional), Dix Davis (Regional) and Russ Smith (Ayer). Victor Normand is the Harvard alternate. The Ayer, Shirley and regional alternate spots are vacant at this time.

DEC staff includes Director/Land Use Administrator Peter C. Lowitt, FAICP, Environmental Planner Neil Angus, AICP/LEED AP, Administrative Assistant Mary Quinn who is retiring after fifteen years of service to the Commonwealth and the Commission. Kate Clisham, formerly on the staff at Mass Development Devens, was hired in November to fill Mary's slot. The Commission welcomes Ms. Clisham and wishes to thank Ms. Quinn for her service and wish her well during her retirement. The Commission also employs a number of consultants:

- Building related inspectional services are provided by Gabe Vellante, Wellman Parker and Bob Friedrich
- BSC Group provides ongoing Development Review Services and Edith Netter & Associates continues in the Commission's legal advisor role.
- Ms. Danyelle Mottram serves as the Commission's part time accounting support person.

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 was elected to the Massachusetts Chapter of the US Green Building Council (MA-USGBC) Board of Directors and continues to serve on the MA-USGBC Education Committee. Mr. Lowitt, FAICP 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 as immediate past chairman of the Green Roofs for Healthy Cities, the North American Green Roof Trade

Association. He was honored this spring with induction as a Fellow of the American Institute of Certified Planners.

Highlights 2010

Projects

2010 saw a few new projects come before the Commission. The owners of 137 -141 Barnum Rd., sought to increase their number of parking spaces to accommodate a new user to the site, Webster Veterinary Services. The former North American Van Lines Building at 36 Saratoga Boulevard was issued two unified permits, one to add a loading dock to accommodate rail service for a new tenant, New England Sheets a corrugated paper manufacturer; and the second permit to bring rail service onto the site. A new Public Safety Building was proposed by Mass Development for Barnum Road and then withdrawn as grant funding to construct it failed to materialize. Laddawn Inc., a plastics manufacturer, received a unified permit to rehabilitate the former post library on 155 Jackson Road as their corporate offices.

In 2010 the unified permit previously issued to Devens Development, LLC to construct a new 118-room Hilton Garden Inn hotel and restaurant was put on hold due to financing issues as part of the recession. The reality of the economic recession hit and brought the project to a halt with the elevator shaft standing guard over the construction site. Mr. Walker of Devens Development LLC indicates that the project has received financing and construction should recommence as soon as the weather permits.

Devens Recycling also sought to amend their unified permit to allow Saturday operating hours. The Commission initially rejected the application, later voting to reconsider their action and focus on the Saturday impacts of the project. Based on additional information submitted by the applicant and presented during the hearing, the Commission voted to grant the applicant's request for a six (6) month trial period allowing Saturday operating hours.

Bristol-Myers Squibb, a major project permitted by the DEC in 2006 was completed and received its permanent Certificates of Occupancy (C O's) for all buildings. BMS's main Lab/Office building was recently awarded LEED Gold by the US Green Building Council. The building incorporates many energy efficiency and sustainable design measures that reduce its overall energy consumption and carbon footprint, including, but not limited to natural daylighting techniques, enhanced indoor air quality, occupancy control sensors and high efficiency HVAC equipment. The manufacturing building also achieved LEED certification – one of the few manufacturing buildings in the country that is LEED certified.

Construction continues on the Armed Forces Reserve Training Center complex on Barnum Road, permitted by the DEC in 2009. This project consists of 7 new buildings covering over 275,000 sq.ft within the existing developed site on Barnum Road that will be shared by the Army National Guard, US Marine Corps and US Army Corps and used as a

joint training and maintenance facility. The largest buildings include a new ~59,000 sq.ft. training building (in the footprint of former building 3713 and the large smokestacks), a ~59,000 sq.ft. organizational maintenance shop, a ~91,000 sq.ft. consolidated maintenance support shop and the reuse of an existing ~41,000 sq.ft. building. 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 resulted in numerous design considerations being implemented to protect our water supplies. Although a very large development with almost 1.5 million square feet of impervious area, the design of the project actually reduces the existing total impervious area by over 120,000 sq.ft. The new stormwater management system for this facility includes a treatment train that consists of a combination of several structural and non-structural best management practices to ensure maximum water quality for runoff leaving the site. Roof runoff has been separated from the pavement runoff and is being infiltrated on-site. 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-standards for high performance/energy efficient buildings. A final ground water monitoring program awaits implementation as the last piece in protecting our shared water supplies.

Transitions Housing for women, a 12 unit apartment facility located to the south of Cavite Road permitted by the DEC in 2009, was completed and opened this past summer. This facility achieved LEED Silver certification from the US Green Building Council and is the first green residential project in Devens. With MassDevelopment's recent sustainable housing design/build competition, we may see additional energy efficient and sustainable residential buildings proposed for this area in the near future as well, further exemplifying the sustainable redevelopment efforts at Devens.

Work on MassDevelopment infrastructure upgrades permitted by the DEC in 2009 also continued throughout 2010. Barnum Road upgrades (drainage, utilities, sidewalks and new pavement) were completed, along with a 69kV electrical duct bank along Cavite Street and Jackson Road and a new electric substation off of Saratoga Boulevard. Water supply upgrades also continued with the redevelopment of Macpherson well and the initial studies and investigation on the development of a back-up water supply well off of Sheridan Road near Mirror Lake. The golf-cart underpass on Patton Road was also completed, providing safe passage for golfers – eliminating the at-grade crossing – reducing conflicts with trucks and improving overall safety along this designated truck route. All of these upgrades continue to support existing and future redevelopment efforts.

Thanks to the initial efforts of Bristol Myers Squibb employees, Friends of the Oxbow, the Devens Enterprise Commission and the US Fish and Wildlife Service (USFWS), in early 2010 the (USFWS) officially opened the Goddard Memorial Trail. This recreational hiking trail is now promoted as part of the interconnected trail system

throughout the Oxbow National Wildlife Refuge and the Devens Main Post Trails Plan – furthering the goals and objectives of the Devens Open Space and Recreation Plan. This trail followed an old tank trail but was severely overgrown and impassable due to overgrowth. The Goddard Memorial Trail connects the Devens trail system with the Oxbow National Wildlife Refuge trail system, linking the Jackson Road stone dust trail with the Mirror Lake hiking trails and the Turnpike trails south of Route 2 in Harvard (accessed via an old tank underpass under Route 2).

More information on the Refuge, including a trail map can be found at:

http://www.fws.gov/northeast/oxbow/refuge_brochure.html

The Evergreen Solar Noise Violation was brought to a successful conclusion by the Commission. After a year in which the DEC required Evergreen Solar to implement a number of noise mitigation measures, noise complaints were still being received from a few Harvard residents. The Town of Harvard requested that the Commission reconsider its Long Term Monitoring Protocol and Compliance Procedures adopted in December 2009 and then withdrew their reconsideration request, when the Commission agreed to take a fresh look at the Evergreen noise issue by bringing Tech Environmental on as an additional consultant to help address the ongoing noise violation issues. The difficulty of determining Evergreen Solar's actual contribution to the ambient noise environment was the key issue the DEC wrestled with over the course of the past year. Ambient noise level fluctuations from the surrounding area roads and traffic, a more active rail yard just across the street from Evergreen Solar, the Army's Barnum Road facility under construction, and even weather and seasonal variations, further complicated this issue. After months of additional monitoring and analyses, the Commission, with guidance from both its professional noise consultants (Tech Environmental and Modeling Specialties) established lower sound limits (compared to the original Long Term Monitoring Protocol adopted in December 2009) for the facility as the ultimate compliance limits to ensure more consistent compliance with 974 CMR 4.05 under all environmental conditions. Since July, Evergreen has designed and constructed two new large noise walls around the cooling towers and their pollution abatement equipment. Virtually all of the equipment that was previously exposed in the rear of the facility is now behind a series of ~45 foot high sound absorbing walls that have decreased noise from the facility dramatically, bringing the plant into full compliance with the DEC's Rules and Regulations pertaining to Industrial Performance Standards for Noise. Once this had been accomplished the Commission voted to end the Evergreen Solar Noise Violation Resolution and advised the Building Inspector that final certificates of occupancy could be issued for the project.

Development activity within Devens in 2010 saw an increase in the number of Level 2 Unified Permits issued (8 in 2010 vs. 3 in 2009). Building related permits remained relatively consistent with last year's numbers, with the exception of a reduction in the number of plumbing permits (13 in 2010 vs. 24 in 2009). Fewer certificates of occupancy were also issued in 2010 than 2009. These variations are likely due to the closing out of two large projects in 2009 (Bristol-Myers Squibb and Evergreen Solar). The following chart provides an overview of the various permits, licenses and approvals issued by the DEC in 2010:

2010 Permits/Actions

Level 2 Permits	8
Reconsideration	1
Level 1 Permits	46
Wetland Request for Determination of Applicability	
Wetland Notice of Intent (Order of Conditions)	0
Wetland Certificates of Compliance	1
Sign Permits	5
Tent Permits	10
Demolition Permits	1
Level 1 Lotting Plans	1
Septage Hauling Permits	7
Certificates of Occupancy	1- temp 14 - final
Electrical Permits	54
Plumbing Permits	13
Gas Permits	8
Victualler Licenses	6
Flammables License	1
Liquor Permits	6
Pledge of Liquor License	0
1 Day Liquor Licenses	3
Violation Notices	1
Schools – Certificates of Inspection	5

Regulations:

The Commission's efforts to redraft its Regulations were put on hold as staff resources were redirected to addressing the Evergreen Solar violation of the Devens Industrial Performance standards for noise. Some progress was made however, with the adoption of the Steep Slope Protection Regulations and a Slope Resource Area Overlay

Map. These regulation amendments further restrict clearing, grading and development of specific slope areas within Devens, providing an added layer of protection to sensitive and unique natural resources in Devens, including areas adjacent to and within the Village Growth Districts. Although the land within these Slope Resource Areas can not be developed, its area can still be counted towards the total lot area required for that District. These Steep Slope Protection Regulations also aid in achieving the goals and objectives of the Devens Open Space and Recreation Plan.

The Commission also adopted innovative residential development regulations which allow for more compact and energy efficient development in the Auman/Bates Road area. Developments that commit to a Home Energy Rating System (HERS) Index score of 60 or less (40 % below current MA Building Code minimum requirements), further promoting the sustainable redevelopment goals in Devens.

The commission is also in the process of considering a series of regulation changes including adoption of the Stretch Energy Code, additional requirements for buffering in the Viewshed Overlay District which incorporated green or vegetated roofs around the perimeter of the district and new housing regulations for the Grant Road area – all of which are targeted to be adopted by midyear 2011.

Transportation:

MassDevelopment continues to undertake traffic monitoring studies every 2 years as per the Final Environmental Impact Report (FEIR) for Devens. The 2010 study was completed in October and overall, traffic generated by Devens development has decreased over the past two years, while surrounding town cut through Devens traffic has increased. Development continues to be well below the FEIR threshold of 59,265 daily vehicle trips (25,903 in 2010 or 17,614 when adjusted for cut-through traffic not generated by Devens development). The DEC continues to work with MassDevelopment, local businesses and the State Police to promote the designated/preferred truck route to reduce potential impacts on local and surrounding area roads.

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. Construction is underway with a goal of bringing the improvements on line early in 2013. The improvements are designed to meet the goal of improving commute times from Fitchburg to Porter Square from 1 hour and 29 minutes to 1 hour. Thanks goes out to our hard working state legislative delegation for securing the required state matching monies to complement the Federal Small Starts funding obtained for the program by our Congressional delegation, especially Congressman Olver. He deserves our thanks for his work on this project which is of great 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. New stations in Littleton and South Acton are in the works as part of this project as well.

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.

Communication:

Due to past confusion and the complexity regarding local licensing and registration requirements for the storage of flammables, combustibles and explosives, the DEC, acting as the local licensing authority, and in consultation with the Devens Fire Department, adopted an official policy for the licensing and registering of flammables, combustibles and explosives. This policy proved useful in 2010, as one industry required a license and several went through the registration process to maintain their existing licenses. The DEC also adopted a carry-in liquor policy and permit for establishments on Devens that wish to allow customers to bring their own alcohol. Only full service restaurants (one which provides meals for consumption at tables served by wait staff) which have a common victuallers license are allowed to apply for a carry-in permit. Permits are valid for one year and must be reapplied for annually.

The DEC's main means of communicating with the public remains its website, 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 the most recent Unified Permit applications are also listed for informational purposes and to illustrate the permitting process through concrete examples.

With the first human case of Eastern Equine Encephalitis announced by State Health Officials this past summer, the DEC, in its capacity as the local Board of Health, also used the website to disseminate information and raise awareness of this mosquito-borne illness and preventative measures that should be taken to reduce potential exposure. In a continued effort to improve services to the general public, Devens residents, businesses and applicants, the DEC has added copies of the Devens Reuse Plan, Stormwater Pollution Plan, Water Resources Protection Report to the website under Development Services. A recreational trails map and truck route map were also added to the website.

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 initiatives, including energy 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. 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.

2010 was another year where Devens continued to receive attention for its eco-industrial approach to sustainable military base redevelopment efforts through the DEC and DEEC. The Environmental Business Council of New England recognized Ms. Neely's and the DEEC and DEC's efforts to advance sustainability with an award for Outstanding Environmental – Energy Achievement. Throughout 2010, a number of foreign delegates (Japanese, Korean, Brazilian, French, Native American, Canadian) also travelled to Devens to learn about the eco-industrial development programs and services offered through the Devens Eco-Efficiency Center. As a relatively light industrial park, the traditional symbioses that exist between businesses in a typical eco-industrial park (heavy industry process by-product exchanges) are not present at Devens. The Devens Eco-Efficiency Center and its EcoStar program are what set Devens apart from other Eco-Industrial parks throughout the world – connecting seemingly unrelated business, industry, organizations and residents, and helping them reduce their carbon footprint and promote efficient use of resources through various sustainable education and technical assistance programs. The Devens Eco-Efficiency Center continues to serve as a model for eco-industrial parks throughout the world.

Twinning Agreement:

In 2008, the DEC entered into an agreement with the entity responsible for the redevelopment of the former Debert Air Force base in Truro, Nova Scotia (the Colchester Redevelopment Authority) 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. In 2010, the Colchester Redevelopment Authority and political representatives from the Debert, Nova Scotia region came back to Devens as part of the Eco-Industrial Twinning Agreement between the DEC and Debert. DEC Commissioners met with their counterparts from Nova Scotia and exchanged information on planning and promoting eco-industrial and sustainable redevelopment of their respective former military bases. Since both former military bases have a native history as well, this year's

exchange included representatives from the United Native American Cultural Center in Devens and the Confederacy of Mainland Mi'kmaq. Participants toured Devens to learn more about master planning efforts and how sustainable redevelopment continues to integrate the natural and built environment as redevelopment progresses within Devens.

Financial audit:

2010 was another fiscally responsible and sustainable year for the DEC. Our financial audit was completed and the Commission expects to hold our exit interview shortly. Our audits are regularly posted on the DEC web site.

Outlook for 2011:

The Commission expects a flurry of development as 2011 commences and as pent up demand for leased space produces long awaited activity in the light industrial marketplace. Finalizing and adopting the Regulation updates will be a key priority for the DEC in 2011 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:

James DeZutter

Eric Stoltzfus

Victor Normand
(alternate)



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

➤ ➤ ➤ **AMBULANCE SQUAD** < < <

The Town of 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 2010 was characterized by the Ambulance Service's growth and rejuvenation. The squad's focused efforts at recruitment, development and retention have resulted in a significantly more active and balanced roster. Despite a decline in billing receipt rates, Harvard Ambulance continues to fulfill its commitment as a self-funded Town "enterprise". Optimizing patient care remains our primary focus.

Harvard Ambulance Service's commitment to an all-volunteer squad has been overwhelmingly reaffirmed. The Service roster (as compared to the prior year) is comprised of 27 full members (+3), 15 provisional members (+2) and 29 student cadets (+19). By the end of 2010, a committed membership had volunteered at unprecedented annual levels: 8235 hours "on-call" time (up 37%); 2700 hours "run" time (up 50%), and 2520 hours of participation in meetings and continuing education (up 152%).

Call statistics for 2010 reflect a continued high level of activity, with a total of 271 ambulance runs. Call distribution by type was consistent with previous years: 48% medical, 43% trauma (including motor vehicle collisions), 3% lift assist, 2% psychiatric, 2% doctor ordered transport and fire standby. Call distribution by time of day demonstrates a subtle shift towards balanced, heavy daytime and early evening demand: 8AM–4PM 43%, 4PM–12AM 39%, 12AM–8AM 18%.

Once again, these time data underscore the value of the State-waivered Cadet Program, which allows select Bromfield students to run with Harvard Ambulance as crew members during school hours after earning EM T-B certification. Robust efforts towards recruiting full adult enrollment for the Fall 2010 EMT-B class has resulted in a balanced and extremely active Cadet corps. The Program both aids Harvard Ambulance with ultimate *a priori* run coverage and has been a career-enhancing experience for some members in the medical field. With new ideas for its management, the Cadet Program has been truly invigorated and is reaching its full potential again.

As in prior years, roughly one-third of calls required the enlistment of Advanced Life Support (Paramedic) services. In the first half of 2010, there were 11 occasions when the Service was unable to muster a complete crew, and mutual aid was promptly dispatched. Root cause analysis revealed two primary problems: inadequate number of certified Drivers, unfulfilled roster commitment. These issues were addressed head-on in two primary ways: adult-driver recruitment/training/certification, and roster strengthening with emphasis on greater balance and enhanced morale. For the entirety of the second half of 2010, Harvard Ambulance achieved its goal and mustered a crew for 100% of calls.

Harvard Ambulance experienced a small reduction in number of transports and a somewhat larger reduction in reimbursement rates from insurance providers. We believe this to be consistent with trends in the broader Emergency Medical Services sector in 2010. The Ambulance Service will continue to monitor both income and expenditures and make any adjustments necessary to continue to achieve our mission in a manner that is revenue neutral to Harvard. No Town resident has been billed for Harvard Ambulance services; the Service stands by its policy of not pursuing residents for any deductible or reimbursement in the event that claims are denied. Improvements in front-end billing paperwork processes were affected in late 2010 – reducing the non-patient care related hours invested by EMTs. A triennial Billing Service RFQ process (due 2011) affords an opportunity to enhance process efficiency further.

Monies earned thus far by Harvard Ambulance are being re-invested in a structured program of continuing education, requisite radio equipment and uniforms, Cadet Program fees, enhanced on-board equipment, operational expenses, and improved information technology infrastructure. The ambulance is beginning its fourth year of service and continues to perform well; revenue receipts will seed a long-term capital budget for replacing the ambulance when its useful service life ends.

In the spirit of continuous improvement and long-term stability, a number of initiatives are under way to enhance the Service's operations. These efforts are laying the groundwork for continued excellence in Ambulance services regardless of the technical and operational challenges that lie ahead.

- **Recruitment:** enroll EMT-B training program fully for adults and students
- **Retention:** upgrade equipment, train as a squad regularly, encourage long-term participation
- **Promotion:** reward high standards and performance in advancing membership status
- **Electronic Records:** operationalize State-mandated electronic Patient Care Reports (ePCR)
- **Esprit de Corps :** foster support amongst members, celebrate collective accomplishments
- **Financial Soundness :** implement best-practices, continue to improve fiscal discipline
- **Efficiency:** strive to model our self as a lean, competitive enterprise

Sincere appreciation goes to our Public Safety colleagues at Harvard Dispatch, Police and Fire.

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 2011 Driver and EMT certification classes. No prior medical experience is required. Information sessions are held in Spring. We always 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: EMTs and First Responder Drivers

Ed	Barron	Mina	Rae Beckman	Will	Blackwell
John	Breyer	Rory	Browse	Alex	Burnett
Ann	Chacko	David	Cline	Ann	Cohen
Isaac	Cohen	Andrea	D'Eramo	Sean	Doocey
Sydney	Durand	Cindy	Glade	Liz	Goldsmith
Gregory	Harrod	Eric	Hazoury	Kerra	Huchowski
Adam	Hughes	Derrin	Jarvis	Derek	Jordan
Debi	Keller	Allan	Kuong	Michael	Lecky
Sean	LeRoy	Doug	Levering	Joyce	Maiore
Linda	Mara	Peter	Moberly	Will	Nocka
Caitlin	Nygren	Joan	Ojemann	George	Orsula
William	Ostertag	Andrew	Perry	Nelson	Perry
Harry	Powell	Steve	Powell	Sue	Reedich
Wally	Shaw	Bill	Spacciapoli	Michelle	Swearingen
Bonnie	Sweeney	Patrick	Sweeney	Alyssa	Swindells
Keeon	Tabrizi	Bill	Truett	Julieo	Valladares
Justin	Warren	Rob	Warren	Amy	Wilkins

Rob Williams

MUNICIPAL BUILDINGS COMMITTEE CHARRETTE



➤ ➤ ➤ POLICE DEPARTMENT ◀ ◀ ◀

This year the police and communications departments saw a one percent increase in calls for service compared to 2009. In 2010, we handled 12,696 calls compared to last year's total of 12,569. As you will see by examining our statistics, we have remained relatively flat as far as increases or decreases are concerned for criminal activity within our jurisdiction. I think this speaks well for the efforts of our police officers and dispatchers as we have experienced budget reductions that have reduced the number of officers working certain shifts over the course of the year. While some acts are not preventable, we like to think that increased police presence will serve as a deterrent to acts categorized as nuisance or general disorder types of calls.

One significant decrease that we did see this year was a reduction in the number of traffic violations reported. In 2009 we reported 788 traffic complaints compared to 585 in 2010. This difference may be due to decreased shift coverage caused by budget reductions. To further illustrate the impact of reduced shift coverage, if we analyze the number of radar assignments that were conducted over the course of the last two years, we see a decrease from 985 assignments to 705 assignments from 2009 to 2010.

Another area that has been negatively impacted due to the current fiscal crisis is that of specialized officer training. Last year, we did manage to send all officers to annual in-service training and conducted our regular firearms qualifications; however, there were no funds available to attend any sort of advanced training. One of my goals for next year is to find alternative sources for either low cost or no cost training. It is extremely important for our officers to gain expertise in the latest prevention, enforcement, and investigative techniques since we don't often handle a large number of serious crimes on a regular basis.

Despite cut-backs, we have maintained our presence within the schools through our school resource officers and through athletic coaching. With the disappearance of state funded grants that were previously utilized to fund these activities, we have had to limit our involvement to times when an officer was regularly scheduled to work. We will continue to maintain these positive relationships because they play an integral role in the overall feeling of safety, security, and trust within our community.

I would like to thank the residents of Harvard for their continued support of our efforts and once again thank the members of the police and communications departments for their hard work and dedication.

Respectfully,

Chief Edward D. Denmark

Statistics

	2009	2010
Radar Assignment	985	705
Missing Person	7	6
Sexual Force- Rape	1	1
Assault- Simple	6	5
Assault- Intimidation	1	2
Assault- W/DW	1	2
Disturbance- General	18	28
Disturbance- House Party	2	3
Disturbance- Fight	2	2
Disturbance- Neighbors	5	6
Susp Activity- Persons	45	42
Susp Activity- Motor Vehicle	126	195
Phone Calls- Harassing	11	5
Phone Calls- Obscene	1	0
MV Accident	121	122
MV Gen Towed by Police	76	86
MV Gen Towed by Private Party	2	5
MV Gen Disabled	111	92
MV Gen Repossessed	1	1
MV Gen Lockout	32	29
MV Gen Traffic Violation	788	585
Medical General	297	267
Medical Sudden Death	1	2
Medical Suicide/ Atmp- No Lck-Up	2	0
Medical Mental Health	15	5
Arson Offenses	2	0
Fireworks Complaint	3	1
Hazardous Material	1	0

	2009	2010
Burglary/ B&E MV, Truck* Use Theft	2	2
Burglary F.E. Residence*	4	8
Burglary F.E. Business*	3	3
Burglary Unlawful Residence*	4	9
Burglary Unlawful Business*	3	3
Burglary ATT F.E. Residence*	1	1
Larceny Theft From Building*	21	28
Larceny From M/V*	7	8
Larceny All Others*	20	26
Larceny Attempted	1	1
MV Theft*	1	1
MV Theft / Recovered Veh- Local	1	1
Fraud- Conf Game/ Swindle/ False/ Pretences*	2	1
Fraud- Credit Card/ Auto Teller*	7	4
Fraud- Wire*	1	0
Stolen Prop- General	1	1
Vandalism- Destruc/ Damage Property	49	48
Vandalism- Mailbox	17	9
Arrest- Adult	20	22
Arrest- Released on Bail	11	1
Arrest- Released Forthwith	1	1
Arrest- Loc Warrant By Other PD	8	1
PC- Adult	3	2
Drug/ Narcotic Offenses*	4	3
Drug Equipment Violations*	4	4
Sexual Non Force- Exposing	2	1
Civil	2	1
Open Door- Business/ Residence	17	14

	2009	2010
Lost & Found	48	51
Mutual Aid	94	92
DPW Call Out	49	44
Transfer- Money/ Persons	59	58
Complaint Against Officer	2	0
Safe Keeping Property	3	5
Minors W/ Alcohol	3	5
Police Information	3	5
Trash Dumping	9	5
Town Property Damage	10	5
Follow- Up Investigation	190	224
Animal Control- Dog Complaint	14	14
Animal Control- All Others	28	35
Town Bylaw- Other	8	1
Weapons- Illegal Hunting	1	1
Warrants- Summons Service	11	18
Warrants- 209A Service	11	5
Juvenile Matter- Other	3	3
Threats- Simple*	3	2
Threats- To Kill	3	0
Alarms- Commercial	109	136
Alarms- Residential	214	234
Alarms- School	5	0
Alarms- Fire	33	38
Roster- Officer Injured	1	4
Roster- Officer In Training	35	18
Roster- Court Assignment	31	33
Roster- Detail Assignment	245	225
Checks- Bad*	1	1
Disorderly Conduct*	3	1

	2009	2010
OUI- Alcohol or Drugs	10	14
Domestic Abuse/ Neglect*	6	6
Liquor Law Violation*	3	4
Peeping Tom*	1	1
Trespass Real Property*	2	3
Domestic Abuse/ 209A Violation	1	2
Police- General Req For	832	790
Parking Comp- Handicap	1	1
Parking Complaint General	10	11
Domestic- Related Incident	22	25
Parking MV	200	312
Suspicious Activity	103	158
Harassment/ Criminal	3	3
Child Safety Seats	13	6
RAD Training	4	0
Cruiser Maintenance	28	61
Building Maintenance	11	3
Building Check	4049	4215
School Resource Officer	43	33
Animals- Cruelty To	2	1
E911 Hang-up Calls	58	53

Personnel

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 Reserve Officer	John Dristilaris Nathan Bowolick
Dispatcher	Pat Natoli
Dispatcher Dispatcher Part-time Dispatcher	Trish Rouvel Andrew Perry Sue Podzycki
Part-time Dispatcher	Nelson Perry
Part-time Dispatcher	Sean Doocey



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.

In 2010 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. part due to our successes on the students who successfully



Placement (AP) Program. In the Boston Globe MCAS rankings Harvard was identified among all Massachusetts school districts as having the highest composite scores in the advanced category for the 10th grade. While we are certainly proud of these accomplishments, we realize that standardized tests measure only a small portion of what is important in education.

This honor was received in large MCAS as well as the large number of participate in the Advanced

The accomplishments and awards we have received are the result of the efforts of staff throughout the district, from pre-K through grade 12. 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 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.

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. 2010 brought significant gains in our use of instructional technology as many teachers have advanced in their use of SmartBoard technology and other instructional tools.

The past year has brought a great deal of transition among our school leaders. Last June HES Principal Mary Beth Banios left Harvard to accept the position of Assistant Superintendent for Curriculum and Instruction for the Maynard Public Schools. Mary Beth provided strong instructional leadership throughout her tenure and greatly helped the district

move forward toward a strong research based instructional design model. Her significant contributions in supporting teaching and learning and her leadership in technology will bear fruit at HES for years to come.

We also owe a large debt of gratitude to Suzanne Mahoney who postponed her retirement from the principalship to serve as Interim Principal at HES. As a teacher here for 25 years prior to beginning her administrative career, Suzanne returned to lead the school during this time of transition. She has made a tremendous impact on the school culture during her time here.

On a personal note, I will be leaving Harvard at the end of the year to become the Superintendent of Schools in Lynnfield, MA. It has been a privilege to serve the students, staff, parents, and the entire Harvard community. I thank the exceptional staff, leadership team, and School Committee members with whom I have served.

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. In the months ahead I will 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** < < <

The Hildreth Elementary School continues to provide an excellent education that encourages students to work to their highest potential, feel pride in their accomplishments, and become respectful and responsible citizens. Students learn in a caring, supportive school community with a well-rounded Unified Arts program—Music, Art, Physical Education, and Media—and supportive guidance and special education programs. The dedicated teaching staff meets

regularly in teams to coordinate curriculum instruction and extend their knowledge and skills through ongoing professional development.

During the summer of 2010, teachers attended a series of workshops that included Understanding by Design, Digital Storytelling, Global Kids, and SmartBoard II. They also met in teams to develop Social Studies units of study and ways to integrate the Habits of Mind and 21st Century Skills. In addition, teachers attended a “Writing About Reading” graduate course,

ELL classes, Literacy and Differentiated Math conferences, and The Skillful Teacher. Some teachers also mentor the Senior Projects for two Bromfield seniors.

Hildreth Elementary students enjoy a wide selection of special programs throughout the year that include school-wide assemblies, Math Club, Math Olympiad, the *Fine Lines Literary Magazine*, Nature's Classroom, the Grade 2 Powwow, Grade 5 Peer Leadership, Grade 5 Band and Chorus, Nashua River canoe trips, an Arts Festival, Field Day, Fun Fair, and enrichment classes through Spectrum, such as publishing a school newspaper, theater, and cooking classes.

Two important initiatives involved the efforts of staff, parents, and community members. The Playground Committee, chaired by Mary T. Raphagan, has worked hard to raise funds to build a new playground this summer. The Principal Search Committee screened, interviewed, and recommended candidates to Dr. Tom Jefferson. Dr. Linda Dwight was selected to become the next Hildreth Elementary School Principal. The staff looks forward to welcoming and working with her in the years to come as together they continue their commitment to provide a high quality education for all students.

Respectively submitted,

Suzanne Mahoney
Interim Principal
Hildreth Elementary School



➤ ➤ ➤ BROMFIELD SCHOOL ◀ ◀ ◀

The Bromfield School graduated a class of 105 students on a beautiful spring evening in June. 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 109 students. The current enrollment at The Bromfield School is 748 students in grades 6 – 12.

2010 was an outstanding year for The Bromfield School. The work of our students is remarkable on a variety of levels. The depth and breadth of community service work continues to grow among our students both via the Senior Community Service Projects and the work of new service organizations at Bromfield such as Bromfield Cares. Once again, Bromfield students received statewide recognition for their achievements in the academic and extracurricular realms. The performance of Bromfield students on the state-wide 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 academic and extracurricular 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 Alpine Skiing, Boys Soccer, and Boys Tennis with the tennis team also being state finalist. Students have also been active in school organizations including the National Honor Society (NHS), French and Spanish Honor Societies, The National Art Honor Society, Tri-M (Music Honor Society), Student Council, The Gay/Straight Alliance, Yearbook, Model U.N., Global Cultures Club, Math Team, The Mirror, Academic Bowl, Young Republicans, Young Democrats, Peer Leaders, Peer Mentors, and Bromfield Cares. In 2010 The Bromfield School was also able to start its own chapter of 'World of Difference', thanks to the financial support of The Harvard Schools Trust. The World of Difference program focuses on mobilizing students to challenge all forms of bigotry and to promote prejudice-free, inclusive schools and communities in which individual differences are respected and valued.

During 2010 The Bromfield School has continued to work on achieving the objectives outlined in the Harvard School District Strategic Plan. The faculty of The Bromfield School continues to integrate core content knowledge with the critical thinking skills needed for success in the 21st Century. The faculty's past work on identifying and mapping these skills throughout our curriculum has brought us to the point where we have begun to focus on best practices for teaching and assessing these skills. The focus on 'success for all learners' also remains constant and is reflected both in the instructional approach taken by our faculty as well as our elective offerings.

This past year the entire Bromfield Community began work on the preparation necessary for our decennial accreditation visit by The New England Association of Schools and Colleges. This visit entails a self-study process that has our school look at how we are performing based upon the indicators and seven standards set forth by the NEASC. Preparation of the self-study report has been and will be the focus of many professional hours over the upcoming months. For more information regarding the accreditation process please visit the NEASC's website.

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, students, and administration, will continue to make The Bromfield School a source of pride.

Respectfully submitted,
James F. O'Shea, Principal



➤ ➤ ➤ **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 and agenda is available on the website at least 48 hours in advance, 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 2010, Harvard's Public Schools have been cited for excellence and for the accomplishments of its students and staff. These accolades would not be possible without the talent and dedication of the schools' administration; teachers and staff at all levels; Bromfield and HES School Council; and the support of the Harvard community at large. Once again, the Boston Globe has recognized academic excellence in Harvard as measured by the MCAS: Bromfield's 10th grade class was identified as having the top combined score in the entire state.

Education in Harvard is truly a community effort. Just a few examples of such initiatives include: A long-awaited playground for HES, thanks to the thoughtful planning and dedication by the Hildreth Elementary School Council in partnership with both the school community and the community at large. Ground will be broken by the summer of 2011, with the completion of the playground expected before Fall 2011. In addition, Harvard is fortunate to have the financial support of various organizations such as The Harvard Schools Trust, the PTO and

others. And, last but not least, is the ongoing support of taxpayers, the community of Devens, as well as each and every family of Harvard students who contributes funds for various materials and programs important to receiving an excellent education both in and outside of the classroom.

The Harvard Public Schools are in year three 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. Integrating core content knowledge with critical thinking skills, supported by professional development offerings and workshops, continues to be a priority for K-12 teams. This is manifested in HES's identification of eight Habits of Mind (managing impulsivity; listening with understanding and empathy; thinking flexibly; etc.), and the integration of these Habits into K-5 Social Studies and Reader's Workshop curriculum, with the goal of expanding the initiative with the Harvard community at large. Bromfield continues to move forward with its initiative to integrate eleven critical thinking skills throughout the curriculum, as it considers ways to monitor student performance with regard to these skills. In addition, critical to Bromfield's commitment to engage students in 21st century skills, has been the addition of Library/Media specialist to teach information technology and research skills.
2. Striving to meet the needs of all learners is evident in both the Bromfield and HES. This commitment is evidenced by ongoing professional development for teachers, and the variety of programs available to students throughout the district. At HES, teachers explore and/or pilot a variety of programs (Global Kids, Digital Storytelling, and differentiation strategies specifically for math instruction). Both schools use strategies from Skillful Teacher, as well as Understanding By Design strategies to reach all learners. And, individual teachers continue to make use of professional development opportunities such as Primary Source, service learning, and AP workshops. In addition, the Bromfield School has purchased Naviance learning styles inventory through the Guidance Department as a way to better meet the needs of middle school students. And, Bromfield Principal, with support from School Council Curriculum Sub-Committee, has recommended additional offerings in computer science, as well as a world language as new electives. The International Baccalaureate Program continues to be a program to be further explored by the Bromfield School.
3. Supporting professional development for teachers continues with a variety of opportunities for teams of teachers, as well as individuals. Primary focus at HES has been mathematics, social studies, and the use of technology. Bromfield's professional development has focused on NEASC committee work, as well as training with the ADL to establish the World of Difference Program. Teachers in both schools have access to a variety of online courses as well.
4. Promoting effective communication among and between administration, staff and community receives ongoing attention and refinement at both the Bromfield and HES. Both School Councils are focused on studying ways to merge information to ease access, increase the use of Edline by parents and students, and broaden the reach of pertinent

communication to the community at large. Bromfield distributed electronic report cards for the first time in the Fall of 2010.

5. Ensuring that all systems are aligned with the District's core mission is part of the accountability sought by both schools as they 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. At HES, current forms of assessment results (MCAS, DIBELS, etc.) at all grade levels are regularly reviewed to inform instruction. In addition, new assessment methods and tools, such as HES social studies, through ongoing work on Understanding by Design, are currently being developed.

2010 brought about the completion of a 5-year cycle of reviewing policy sections, embarking from this point moving forward, an amend-review cycle of addressing policy.

Fiscal 2010 required a focus on efficiency of spending while maintaining the programs, materials and personnel important to an excellent education. In spite of sobering financial realities, the Harvard Public Schools continues to provide exceptional quality education at a 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.

Some of the specific financial pressures impacting schools across the Commonwealth are cuts to the Special Education Circuit Breaker reimbursement formula from 70% of reimbursable costs to 40%; continued escalation of health care and benefit costs; and cuts to local aid which are shared across all town departments. To mitigate the impact of these reductions, the School Committee has been fortunate to have significant external funding sources available. In particular, the continuing contract with Mass Development for the education of K-12 students residing at Devens, family user fees for transportation, athletics and extra-curricular activities, and private fund raising from organizations like PTO, Harvard Schools Trust, Fanfare and For Arts' Sake all 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. Also in 2010, Harvard's various unions, including the Harvard Teachers' Association, came together to negotiate with Town Administrators to shift the Town's health insurance plans to less expensive offerings. We are grateful to all participants for their cooperation in helping the Town reduce its costs and future exposure in this large, rapidly increasing area of the budget, while helping to preserve jobs and services across town and school departments. In keeping with this philosophy of containing expenses and exploring efficiencies, the School Committee continues to look for ways to deliver the same or better education to students within level or decreased budgets. Consideration of alternative administration models, in-house professional development programs, and significant energy efficiency initiatives are some of the ways that the School Committee and administration have sought to generate savings without increasing class size or eliminating personnel.

Specifically, with a combined effort from the Harvard Energy Advisory Committee, The School Buildings Maintenance team and students and teachers within the schools, there has been much progress moving forward with energy efficiency and conservation. Along with improving energy efficiency, an added benefit is improvement of the buildings resulting in more comfortable areas for working and learning. All members involved are dedicated to continuing this initiative moving forward, and the School Committee is committed to using the funds generated from the savings for physical maintenance and improvements of the buildings.

The town of Harvard is now a “Green Community” which allows for grant applications for monies to help subsidize some of the projects. A few of next year’s projects include: windows and a new boiler for HES; a gas line to the Bromfield School allowing the option of natural gas for the future; solar panels at Bromfield, and new lighting at both schools. The Harvard Energy Advisory Committee has been and will continue keeping track of utilities usage and energy savings at both schools. This combined effort is exciting and energizing as we look forward to making progress from one year to the next.

To proactively assess the future educational and facilities needs of the Harvard Public Schools, the School Committee established a Long-Range School Planning Subcommittee. This subcommittee is charged with articulating different future enrollment scenarios and the corresponding educational/curriculum and capacity adjustments that would need to be made for each scenario.

Comprised of members of the School Committee, Planning Board, Board of Selectmen, and Harvard and Devens’ parent communities, the subcommittee has reviewed existing data on enrollment projections, housing developments, and previous facilities planning documents. To further inform recommendations, the subcommittee contracted with the New England School Development Council (NESDEC) to provide an in-depth demographic analysis focusing on population history and trends; potential for expanded or accelerated residential growth; key Devens factors (such as proposed residential developments; commercial/industrial expansion); and the status of the Harvard /Devens educational contract; and relevant regional factors. In January 2011, NESDEC provided its final report, upon which the subcommittee can determine its next steps and an action plan for future facilities and educational planning.

Before providing its final report, the subcommittee expects to solicit public input with the ultimate goal of understanding the community’s vision for Harvard’s educational system in the long term, how to achieve that vision and how sustainable it is.

As we look ahead to 2011, planning 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. Our goal is to continue to provide a 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 Karen Bucholtz, Bromfield English teacher and Department Head, will be retiring next school year. We are grateful for her service. In addition, it is with much appreciation that the School Committee recognizes Suzanne Mahoney, Interim Principal at HES during school year 2010-11.

Finally, it is with sadness and gratitude, the School Committee recognizes Dr. Jeff Harris, a long-time resident, doctor, historian and tireless supporter of our schools who passed away in the early summer of 2010. It was Dr. Harris who made the Committee aware of the role the Hildreth family played in helping the Town to acquire land and build the Brown School, that would later become informally known as the Harvard Elementary School. The formal naming of our elementary school, Hildreth Elementary, by unanimous vote of the School Committee on January 25, 2010, recognizes the generosity of individuals, past and present, whose enduring gifts define Harvard. Dr. Harris was such an individual. Harvard School Committees, past and present, are grateful to have had the opportunity to learn about our history from Dr. Harris and pleased to credit him for the vision to rename our elementary school.

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's website. www.psharvard.org.

Respectfully submitted,

Keith Cheveralls, Chair
Piali De

Pat Wenger, Vice Chair
Kristen Wright

Virginia Justicz



➤ ➤ ➤ **SCHOOL NURSE** ⚡ ⚡ ⚡

Our mission in School Health at the Harvard Public Schools is to provide health services that assist each student 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 2010, the school nurses have attended a variety of initiatives and training. We have also expanded our

knowledge base through several continuing education opportunities. These included topics such as:

- Drug impairment training
- Food allergies
- Headaches in children
- Drug abuse
- Child abuse and neglect
- New mandated reporting laws
- Gay, bisexual, lesbian, transgender issues in the school setting
- Bullying
- Nutrition and BMI training
- Behavioral health issues
- Coping and calming strategies with children
- Anxiety in the school aged child
- Time management
- Diabetes and insulin pump training at the Joslin Clinic
- Managing disasters
- Nursing leadership

This past summer, I was fortunate to attend the “School Nurse Leadership Summer Institute”. This program for Massachusetts school nurses was sponsored by Northeastern University. It was a good opportunity for school nurses to network with area nurses facing challenges similar to those found in Harvard.

The nursing department continues to be a recipient of the Essential School Health Grant from the Massachusetts Department of Public Health (MDPH). Harvard is partnered with the Hudson Public Schools. The grant funds are to be used for equipment, education, and new staffing in the health office. Our goals for this year’s funds are to buy new computer monitors for both nursing offices and to pay for outside assistance performing our mandated health screenings.

As with many communities in Massachusetts, head-lice was an issue that we continued to deal with in 2010. Head lice occur mostly with elementary school aged children and Harvard has been no exception. It was very frustrating for all parents, students, and staff that were affected by this. A lot of time was spent on head checks, but the nurses also devoted equal time to education and prevention. In November, we held an informational discussion for parents regarding head lice prevention and treatment. Our school physician, Julie Jankelson, was on hand to discuss the issue and to help answer any questions parents may have. Those who attended found it to be very informative.

At both HES and TBS, the 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 2010, there were:

<u>School</u>	<u>Students</u>	<u>Staff</u>	<u>Total</u>
HES	4,097	28	4,125
Bromfield	5,436	120	5,556
Total	9,533	148	9,681

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 over the counter medication orders are reviewed and approved by our school physician. In 2010, over 6,000 medication administrations (prescription and non-prescription) were given to students and staff in the health office. This has been steadily increasing each year due to the increased health needs of our students. These health needs include diabetes, asthma, cardiac issues, and life threatening and non-life-threatening allergies.

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, most students have the screenings done in school.

<u>Screening</u>	<u>Grades</u>	<u># Of Students</u>
Vision	Pre-K – 5 th , 7 th , 10 th	833
Hearing	K – 3 rd , 7 th , 10 th	677
BMI/Growth (ht and wt)	1 st , 4 th , 7 th , and 10 th	378
Postural	5 th – 9 th	478

A dental hygienist from The Nashoba Board of Health will again be visiting the HES this winter to provide students with information about the importance of good oral health. She will also provide dental cleaning and fluoride treatments to children. Parents will be sent approval forms prior to any child receiving 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 also develop Individual Health Care Plans (IHCP) with the staff and parents for children who have specialized health care plans in the school. At this time we have over 100 children with IHCP's in the district.

We will continue to assist the students of the Harvard Public Schools to reach their full educational and physical potential by promoting good health and safety practices. We appreciate all the support received from the staff and the community and look forward to the challenges of the upcoming year.



Respectfully submitted,

Colleen Nigzus, RN, MSN
District School Nurse



➤ ➤ ➤ SPECIAL EDUCATION ◀ ◀ ◀

During this school year, the Department of Elementary and Secondary Education will be conducting a Mid-Cycle Review of our special education program. Every six years, the Department conducts a full Coordinated Program Review of our district's program to ensure that we are in compliance with all special education, English Language Learners, and civil rights regulations. This full review was completed in Harvard in June

of 2008. Three years after the full review, the Department conducts a Mid-Cycle Review and they choose which areas they will be looking at carefully. The major focus of the upcoming review will be on the small number of corrective action pieces that were identified in 2008. I am confident that we have made progress in all areas and am looking forward to their feedback.

Members of our department are making presentations to our Special Education Parent Advisory Council (i.e. "SEAPAC") this year. I have already presented on "Demystifying the IEP Process" and there will be two additional presentations – one by some members of our preschool and elementary special education staff and one by some members of our special education staff at The Bromfield School.

The district will be choosing a new Principal for the Hildreth Elementary School this year. A representative from SEPAC will be joining me on the sixteen-member hiring committee.

There was a shift in our service delivery model at The Bromfield School this year. We have increased our continuum of services and are now providing explicit, specialized instruction in math, reading, writing, and study skills for qualified students.

Our staff members continue to pursue training to remain current on research-based approaches – from the use of Applied Behavior Analysis to pursuing certification in the teaching of the Wilson Reading Program. We work diligently to ensure that our students are benefiting from the most effective teaching practices.

There has been a great deal of publicity about the new "Anti-Bullying Law" signed by Governor Deval Patrick. We are in the process of becoming educated about its implications for the IEP (i.e. Individualized Education Program) process for special education students that meet specifically defined criteria.

As I enter the fall of my third year in Harvard, I continue to appreciate the diligence of our students, the high quality of our staff, and the dedication of our parents.

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 17 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.

Bridges Summer Adventure program is offered 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, drama, Red Cross Babysitting class, arts and crafts to chess, Math Olympiad and more. A new class offered this year was "Gear Up For Kindergarten". It was a big hit! This gave the opportunity for in-coming kindergarteners to see what their school day would be like in the fall. 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, Ultimate and lacrosse.

The Global Child program offers 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. A field trip was offered this year for music students to Burkart-Phelan, Inc. in Shirley, where fine flutes and piccolo's are crafted by hand. Math Olympiad is also offered for the middle school students.

Adult Education courses are held during the fall, winter and spring. Some of the courses that have been offered are yoga, dance, digital photography, Qigong, Quilting, Make Peace with Your Spirited Child, as well as 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.

Respectfully submitted,

Gretchen Henry
Director of Community Education
ghenry@psharvard.org



➤ ➤ ➤ **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 Clark, Mark Louney, Robert Campbell and Brian Walker, two from Gardner, represented by Helen Lepkowski and Eric Commodore, 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 rising health insurance, student transportation, and utility costs coupled with a decrease of State Aid Chapter 70 of \$246,009 and a decrease in State Transportation Aid of \$406,008.

Considerable effort was put forth by the School Committee, administration and staff to develop a cost-effective budget. The final fiscal year 2009-2010 Educational Plan totaled \$22,104,281, which represents a \$284,389 decrease from the 2008-2009 Educational Plan.

The District was audited in August 2010 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and an “excellent” report is anticipated.

STUDENT BODY

Monty Tech’s October 1, 2010, enrollment included 1,401 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (46), Ashby (42), Athol (122), Barre (37), Fitchburg (394), Gardner (193), Harvard (3), Holden (46), Hubbardston (53), Lunenburg (63), Petersham (6), Phillipston (20), Princeton (14), Royalston (21), Sterling (53), Templeton (104), Westminster (57), and Winchendon (115).

The Guidance/Admissions Department received 736 applications for admission for the class of 2014. Of these, 636 were for the available ninth grade openings. Due to the retention rate of our upper classes, there were a limited number of openings for upperclassmen. Monty Tech admitted 28 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, 1,340 district eighth graders participated in 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 one thousand 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 2009-2010 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 2009-2010 enrollments are the second highest ever at 742 seventh and eighth graders.

The Scholarship Committee awarded approximately \$37,560 in scholarships to members of the class of 2010. 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 donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges continue 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 the tenth grade MCAS scores, Montachusett Regional Vocational Technical School continued to see an improvement during the 2009-2010 school year in student achievement in both English/Language Arts and Mathematics. In the spring of 2010, Monty Tech's passing rate on the mathematics portion of the test declined slightly from 99% to 97% while the percentage of students scoring in the proficient and advance categories in math went from 78% to 80%. The school's passing rate on the English portion of the test was 100% in 2008, 99% in 2009 and 99% in 2010, while the students scoring in proficient and advanced categories in English went from 81% to 83%.

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

English/Language Arts

Mathematics

Class of 2010	100%	
100%		
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 2009-2010 fiscal year, Monty Tech was again affected by the slowing economy. Our Chapter 70 aid was reduced by 2%. As a result of this, our staff was reduced by four positions, due to retiring employees not replaced.

The current staff includes 56 vocational teachers, 2 vocational teaching assistants, 44 academic teachers, 4 guidance counselors, 1 school social worker, 1 school adjustment counselor, 1 school psychologist, 1 speech and language therapist and 1 media specialist.

SKILLSUSA

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

SkillsUSA Massachusetts has the second largest membership in the nation, boasting 19,300 students and 800 professional members. The state has 42 secondary schools and one post-secondary school, 34 of which are total participation SkillsUSA Chapters.

The 2009-2010 school year was an extraordinary one for our chapter of SkillsUSA. The students met the challenges of district competitions, performed well at state-level competitions and took back to Monty Tech five national medals and four top-ten placements. Serving as co-advisors were First Sergeant Paul Jornet, JROTC instructor, Timothy Gately, English teacher, and Anne Marie Cataldo, Early Childhood Education instructor.

Highlights of the year included:

- A total of 51 medals were captured at the District Competition held in March at Bay Path Regional Vocational Technical School – 20 gold, 17 silver and 14 bronze. Students in four contests swept the events, obtaining all three medals. These included: Dental Assisting, Medical Assisting, Preschool Teaching Assistant and Technical Drafting.
- Forty-five District Medalists and qualifiers, 24 local Leadership contestants, 1 state officer candidate and 14 voting delegates, for a total of 84 students attended the State Leadership and Skills Conference, held in April at Blackstone Valley Vocational Technical School and the Best Western Royal Plaza (Marlboro). Monty Tech finished the competition with 27 Medals of which 15 earned the right to compete at the National Leadership & Skills Conference held in Kansas City, Missouri, in late June. In addition, Victoria Holbert was elected to the State Executive Council and Paula Araujo was selected as a National Voting Delegate.
- Of the nine students competing at the National Conference, five earned medals and the remaining four earned a spot in the top ten in the nation. Michelle Gosselin, Early Childhood Education, earned her second Gold Medal in a row in the Action Skills Competition. Arielle Maddocks, also from Early Childhood Education, earned a Gold Medal in the Job Skill Demonstration – Open Competition. Eunices Gonzalez, Dental Assisting, earned a Silver Medal in the Job Skill Demonstration – A Category. Matthew DiBara, Masonry, earned a Silver Medal in the Masonry Competition. Conner Bailey, Drafting Technology, earned a Silver Medal in the Extemporaneous Speech Competition.
- Victoria Holbert, state officer elect, attended leadership training over the summer. Following the training, she was elected to the position of State President by her peers on the officer team.
- Monty Tech's SkillsUSA Chapter completed the restoration of Moran Park in Fitchburg, through the generosity of a grant from Lowes, Inc.

WOMEN IN TECHNOLOGY

During the 2009-2010 school year, Monty Tech had one of its largest groups of young ladies participate in the eighth year of the North Central Massachusetts Women in Technology Program, also known as Project WATCH (Women Achieving Technical Career Heights).

Our enrollment included: nine Business Technology students, five from Drafting Technology, and one from Engineering Technology, for a total of fifteen students. The students participated in a variety of high-tech, real-world work projects, under the mentorship of professionals at SimplexGrinnell and Tyco Safety Products. The projects covered a wide range of business and technology areas, such as finance, software development, IT hardware and software, event planning, marketing intelligence and video screening.

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, at Tyco Safety Products Co. 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.

Students interested in participating in the program must first pass a pre-screening process at their sending schools, and then attend an all-day Orientation Program, where they are interviewed by company personnel.

Of the six scholarships awarded at the program's annual Final Projects Presentation, held in May, Monty Tech students received four. Their selection was based on their outstanding performance during the year.

In addition, three Monty Tech graduates were hired to work in SimplexGrinnell's Monitoring Call Center this summer. All three graduates will be attending college this fall. Two of the students participated in the WIT Program, and the other student, a male, worked as a Co-op student in Monty Tech's Technology Department the past two years.

Monty Tech, with the support of Superintendent-Director James R. Culkeen, has played a pivotal role in the WIT Program the past three years by hosting three of the program's major annual events: the annual Orientation Day, the Final Projects Presentation, and the all-day rehearsal the day before.

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 provided during the 2009-2010 school year.

Auto Body/Collision Repair Technology

Gardner, MWCC - security car repairs
Winchendon, YMCA - rebuilt & painted Ford truck
Templeton, Cemetery Department – repainted car

Automotive Technology

Winchendon, YMCA - Repairs

Cabinetmaking

Fitchburg Police Department- podium
Fitchburg Moran Park – sign
Athol/Orange Boy Scouts – birdhouses
Fitchburg, nursing home – cutting boards

Cosmetology

Gardner High Rise – Cosmetology Services

Culinary Arts

Fitchburg Art Museum - “Art in Bloom” pastries

Gardner Relay for Life – Pastries

Holden - “Taste of the Town”

Fitchburg, Nashua River Watershed Association – pastries

Independent Restaurant Group – hors d’oeuvres - Fundraiser

Dental Assisting

Lunenburg, Winchendon, Westminster, Ashburnham - CHIP Program

Westminster, Winchendon - Dental Health Fairs

Drafting Technology

Barre, Farmers Market - Banner

Fitchburg, Silver Sponsors - Banner

Fitchburg, Design of Shed for Moran Park

Fitchburg, Police Department –podium design

Fitchburg, Montachusett Challenger Little League Field – vinyls

Fitchburg, Street Hockey - Banner

Fitchburg, Christian Fellowship Youth Group - Banner

Fitchburg, Jump Off Program - Designs

Gardner, Relay for Life - Banner

Fitchburg, Soccer League - Banner

Gardner, Festival of Trees - Banner

Westminster, Historical Society - Banner

Westminster, 250th Anniversary - Banner

Winchendon, Toy Town Elementary - courtyard design

Early Childhood Education

Fitchburg Community Partnership - Math/Literacy Fair

Montachusett Association for Education of Young Children

Electrical

Templeton, Fire Station - installation of lights

Gardner, Fire Station - data wiring

Winchendon, Toy Town Elementary School - light fixtures

Graphic Communications

Westminster, Forbush Memorial Library - posters and flyers

Interfaith Hospitality Network - bookmarks

Gardner, Relay for Life - posters

North Central - tickets

Gardner, Memorial Lights - booklets/envelopes

Ashburnham News - postcards

Peoples Church - Letterhead/cards/envelopes

Ashburnham, Friends of Senior Center - logo
Ashby, Middlesex Camp - flyers
Athol, Athletic Association - tickets
Athol, District 33A Lions Club - Ad Book
Athol, New England Select - tickets
Athol/Orange, YMCA - dinner tickets
Baldwinville, Elementary School - Race and Carnival tickets
Fitchburg, St. Anthony's Church - Tickets
Fitchburg, St. Bernard's – Dance Tickets/Programs
Fitchburg, High School – Tickets/Programs
Fitchburg, Senior Center - Writing Project Book
Fitchburg Longsjo School - poster/yearbooks
Fitchburg, Boy Scouts - envelopes/letterhead
Fitchburg, Forge Inn - tickets
Fitchburg, Art Museum - brochure
Fitchburg, St. Denis - tickets
Fitchburg, MOC kindergarten - calendars
Fitchburg, Troop 17 - decals
Fitchburg, Police Academy - pamphlets
Gardner, H.O.P.E. - tickets
Gardner, MWCC - Handbook and booklet
Gardner, Holy Rosary School - tickets/yearbook
Gardner, High School - raffle tickets
Gardner, Heywood Hospital - tickets
Gardner, CAC - envelopes/letterhead/postcards, GALA Programs
Gardner, Golf Commission - brochures/membership
Gardner, Knights of Columbus - tickets
Gardner, Athletic - Certificates
Gardner, Doug Flutie Autism - posters
Gardner, Public Health - pamphlets
Westminster, Agriculture Commission - flyers
Westminster, Pumpkinfest - flyers
Westminster - placemats
Winchendon, Ahimsa-Haven - Letterhead/brochures
Winchendon - By-Laws Booklet
Winchendon - Senior Center
Winchendon, North Central Pathways - pamphlets

Health Occupations

Blood Drive
Haiti donations
Pediatric Day

House Carpentry

Holden Police Dept. – 20 sawhorses made
Fitchburg, Moran Park - Refreshment stand

Industrial Technology

Fitchburg - Baseball shelters

Fitchburg, Historical Society - bronze markers

Phillipston - Build/fabricate offices, DPW Barn

Machine Technology

Fitchburg, Coggs Hall Park - manufactured plates and columns

Masonry

Barre - repaint steps at Town Hall

Fitchburg, High School - dugouts

Winchendon Public School - concrete sidewalk repairs

Welding/Metal Fabrication

Fitchburg, Fire Dept. - ladder brackets

Winchendon, YMCA - modify brackets for showers

SPECIAL SERVICES

During the 2009-2010 school year, the Montachusett Regional Vocational Technical School District provided special education services to over two hundred students. In September 2009, the Student Support Services Department is actively providing services to approximately two hundred and eighty-seven students identified with disabilities, both on 504 plans and Individual Education programs (IEP's).

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 Amendments to IDEA expand upon the 1997 reauthorization and include 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 administer medications, perform state mandated health screening exams, and provide, 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, part-time school psychologist and school social worker. All 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. 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 ATHLETICS



The Monty Tech Athletic Program enjoyed successes again in the 2009-2010 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 seven last spring.

Last fall, the Varsity Football team broke a long losing streak and won three games in a row during a good stretch in October. They improved every week and gave their all during practice and games. They finished the year at 3 – 8 and 2 – 4 in Division 3A. The Varsity Boys Soccer team finished at 8 – 7 – 4, qualifying for the post-season tournament, where they lost to Northbridge 3 – 1 in an exciting game. The JV Boys Soccer team was 5 – 11. The Golf team was 10 – 2 – 2, playing in the Central Mass Division 3 Tournament where they finished 4th. They placed 5th in the State Vocational Tournament. 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 3 – 15. The Monty Tech faculty held their 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 3 – 6 and the Girls Cross Country team was 3 – 3. The Girls Volleyball team had a 5 – 15 record. The JV Girls Volleyball team was 5 – 12 and the Freshmen Girls team 5 – 6, as they continue to improve. The Varsity Girls Soccer team was 7 – 9 – 2, just missing the post-season berth. The JV Girls Soccer team finished at 8 – 4 – 3, with most of the girls moving up this fall. Our girls' program looks very promising.

The Girls Varsity Basketball team finished at 10 – 10 and made the Central Mass. Division 3 Tournament, where they lost to Littleton 57 – 34. The JV Girls were 9 – 10 and the Freshmen Girls were 10 – 5, as they prepared to move up to the JV Program this

year. The Varsity Boys Basketball team finished at 8 – 12. The JV Boys Basketball team was 15 – 3 and played with a lot of desire and pride. The Freshmen Boys were 9 – 6 and showed vast improvement over the year. The Wrestling Team participated in many dual meets and tournaments and finished at 3 – 11. The Co-op Ice Hockey Team did very well, as they participated in the District Tournament, losing in the finals to Oakmont. The JV 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 again, it went very well. They swam at the Fitchburg State University pool, one of the best in the area.

In the spring, the Varsity Softball team again gave Monty Tech a lot to be proud of, as they won 23 straight games before losing to Blackstone Valley Tech in the Central Mass. Division 3 semi-finals. They won the Colonial Athletic League Championship for the 21st time in 25 years. They won the State Vocational Tournament for the 4th time since it started in 2000, as they beat Greater New Bedford Voc. 11 – 1 and Shawsheen Tech 5 – 1. They finished the year at 23 – 1. The JV Softball team was 6 – 12. The Boys Volleyball team was 7 – 11. The Varsity Baseball team finished at 10 – 8 and qualified for the Central Mass. Division 2 Tournament for the first time in many years. They played a good game against Millbury before losing 7 – 0. The JV Baseball team was 3 – 12. The Boys Track and Field team was 4 – 5, while the Girls Track and Field team was 8 – 2.

The outstanding Male and Female athletes for 2009 – 2010 were:

Male: Chris LaPlante of Westminster

Female: Ivette Tejada of Fitchburg

TECHNOLOGY

Monty Tech is fortunate to have the support of School Committee and the administrative team that recognize the need to provide our staff with the tools to prepare our students for the workforce, military, or college. Monty Tech's technology spending could have been severely affected by the economic downturn in recent years. Fortunately, a portion of ARRA (American Recovery and Reinvestment Act) funds was directed toward technology spending. We were able to purchase computers and software for our students with reading and learning difficulties. We were able to purchase software that standardized the applications used in several vocational programs. We were also able to implement a portion of our disaster recovering planning needs.

Monty Tech's electrical department has made improvements to the infrastructure of the building by completing the replacement of old network wiring in the original academic wing of the building. As we look to the future, we will need to evaluate the need for wireless access throughout the building.

Data continues to be an important tool for timely administrative decisions at the school and state level. The Massachusetts Department of Elementary and Secondary Education implemented online testing for MEPA (Massachusetts English Proficiency Assessment), and Monty Tech participated as a pilot school.

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 2010, state and federal grant sources provided the school with \$1,616,244. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Drug Free Schools, Perkins Occupational Education, and Summer Academic Support.

In addition to state and federal grant sources, Monty Tech was also the recipient of private and competitive grant awards totaling \$140,990. For Fiscal Year 2010, Monty Tech received \$26,175 in grant funds to support instructional services and equipment in the Auto Body/Collision Repair Department. The Community Foundation of North Central Massachusetts awarded the school \$20,000 to pursue a biodiesel project (project end date June 30, 2010), while the Massachusetts Clean Energy Center and the Massachusetts Department of Elementary and Secondary Education awarded competitive funds to support the construction of a renewable energy center at Monty Tech. Funds awarded for the Monty Tech Renewable Energy Center (REC) project total \$94,815.

Total grant awards for fiscal year 2010 was \$1,757,234.

CONCLUDING STATEMENT

Again, on behalf of the School Committee, administration, students and staff of the Montachusett Regional Vocational Technical School, I thank all the member communities for their continued support of Monty Tech.

Respectfully submitted,

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



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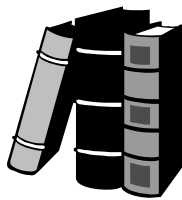
➤ ➤ ➤ **LIBRARIAN** < < <

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 2010 Harvard Public Library (HPL) continued being one very busy place! By nearly all measures, the trend of ever-increasing circulation and library attendance grew to surpass the records of previous years. With little change in the economic strains of the previous two years, we began 2010 with a continuation of the reduced open hours and staffing that began in FY09. As in the past, we committed ourselves to look for cost savings and efficiencies in all aspects of our work while simultaneously finding ways to increase our services to the residents of Harvard. The library staff worked diligently to recruit and train volunteers in 2010 and we pursued every avenue of collaboration and cooperation available. The Library Trustees began an Annual Book Fund appeal to provide a way to supplement the library's municipal budget and by October we were successful in reopening the library on Fridays.

As technology evolves at warp speed and information is disseminated in myriad ways, the mission of the public library remains the same – to provide the opportunity for lifelong learning while leveling the playing field so that every resident has access to the same information and resources. Where once a library was deemed to be a place for the traditional printed book, the public library today is an always available repository of information for patrons to access in what has become an almost limitless number of formats. Harvard Public Library has worked to keep abreast of all the many ways patrons want to access information and has worked to provide those resources. This, then, is the continuing challenge of the Harvard Public Library - to expand our offerings in new and evolving formats, to sustain the quality of collection development in traditional formats, and at the same time to deliver the excellent programs and customer service HPL has always maintained.



To that end, the service numbers for FY2010 were extraordinary: our Circulation staff completed 237,635 transactions (an 8% increase over FY09); 102,920 people visited the library; we offered 358 Children's programs attended by 7,224 program participants (a 20% increase over FY09!); the library hosted 132 Adult and Young Adult programs; we borrowed 13,052 items from other libraries and sent 9,532 items to other libraries; and the Reference staff assisted patrons with 9,215 research requests. The library's website – www.harvardpubliclibrary.org – was accessed by patrons 29,667 times in FY10 (12% increase over FY09) as our online resources expanded with the addition of a collection of more than 3,000 multi-access downloadable adult and juvenile audio books and e-books made available for Harvard residents through a grant from the Sun Hill Foundation.

The many successes of 2010 were made possible by a team of dedicated, professional staff: Reference Librarian/Assistant Director Lisa Gagnon along with staff librarians Constance McCormack, and Barbara Raab; Children's Librarian Abby Kingsbury along with librarians Jennifer Macmillan and Audrey Alenson; Circulation Supervisor Judy

Veno; Circulation desk staff Kristeen Bolduc, and Joanne Williamson; Cataloger Nanette Moffa; Susan Andrews in Technical Services; Library Pages Jenny Duckett, Margaret Frothingham, Emma Wood and Matthew Flokos; and Library Monitor Bill Herbert. By year's end Jenny Duckett had left to attend college (and work in her college library!) and Cataloger Nanette Moffa had retired. I am grateful to all the members of the Harvard Public Library staff for their contributions to our many successes in 2010.

Over the course of the past year we have actively recruited Library Volunteers to assist the staff in a wide range of areas. We published two brochures soliciting volunteers – one for Harvard's teens and another for adults – and have had the good fortune to have some wonderful, intelligent, competent, interested and interesting residents come forward to help. The library was supported this year by 135 volunteers contributing 1,831 hours. Volunteers contributed their time and talents in a variety of ways, making themselves available on a weekly basis, at special events, or on an as-needed basis. We are grateful to each and every person that contributed any time to the library in 2010. Without your help the HPL would not have achieved the level of success we can report here.

Special recognition and thanks goes to the Friends of the Harvard Public Library chaired by Chris and Susan Frechette. As in the past, funds raised from the Friends' annual membership drive and annual book sale made possible our Museum Pass program, our Summer Reading program, special event programming for children and adults, the cultural offerings of the Friends of the Arts, and our Books @ Home outreach program. In FY2010 the Friends contributed more than \$22,000 to our efforts and made possible so many of the services and programs our patrons count on. A grant from the Sun Hill Foundation allowed us to introduce a new digital collection of downloadable audio books and e-books, as well as foreign language learning materials for children and helped us further develop our Books-on-CD and DVD collection. The Garden Club of Harvard again contributed time, talent, and materials to HPL. Their floral arrangements weekly grace our Circulation desk, their volunteers worked on our landscaping, and their donation of Gardening books to our collection added new materials for patrons to borrow. A special thank you goes to volunteer Maureen Phillips who has spent the past year compiling a genealogy database of Harvard's historic vital records for our Reference department. Special thanks and recognition goes to three individuals whose longstanding dedication and commitment to the library have been the mainstay of our adult book groups: 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. There is one individual who has given more time, talent, care, and concern for the upkeep and maintenance of HPL than can be measured. Harvard Public Library and the Town of Harvard owe much praise and gratitude to Pete Jackson who on a regular and daily basis checks in to assure the smooth functioning of all our systems. Pete is tireless in his dedication to seeing that everything is in proper working order and running as efficiently as possible. And let it not be forgotten - Pete does all of this as a volunteer!

In June Harvard Public Library lost one of its great supporters with the passing of Dr. Jeffrey H. Harris. Jeff had been an HPL Trustee of long standing tenure who retired from

the Board in 2007. His interest in the library never waned and his contributions to our efforts never lessened. Jeff was one of a number of Trustees who had the vision of a new Harvard Public Library incorporating the restoration of Old Bromfield. We will remember Jeff for his many contributions to the town and to the library.

Despite the continuing economic woes of 2010, Harvard Public Library ended the year sustained by the dedicated supporters who came forward to volunteer and contribute time, talent, and financial resources to our efforts, and by a grateful patron base who thanked the staff for their service every step of the way. To each and every person who helped us in 2010, you have my sincere thanks and appreciation. Finally, to the Harvard Public Library Board of Trustees – your personal investment of time, talent, and commitment to the library and to me is a gift beyond measure. Please know how deeply I value your support.

Respectfully submitted,
Mary C. Wilson, Library Director



➤ ➤ ➤ **LIBRARY TRUSTEES** < < <

The happiest achievement for the Harvard Public Library in 2010 was being able to meet the wishes of our patrons by re-opening on Fridays. We owe that achievement to the generosity of the many Harvard residents who supported the Library with their donations to the Book Fund. We are deeply grateful for every gift.

The year 2010 brought continued growth for the Library. Attendance increased substantially, as did circulation, Internet usage, and participation in programs for both adults and children.

While expanding our collection of reading material in traditional formats, we were also able to increase our e-books and audio books that can be downloaded to new electronic media. With grant monies, we acquired 1,900 downloadable audio books, as well as computer-based foreign language programs for children. Funds from the Harvard Public Library Trust enabled us to purchase e-readers and an iPad, so that the staff can help patrons learn to access books in these new formats. In addition, state funds allowed us to acquire three new computers.

During these tough economic times, funds from the HPL Trust also supported a number of crucial repairs and improvements that the Library might otherwise have been forced to put off for an indefinite time. Among these projects were modifications to the HVAC control system to reduce energy use and repairs and modifications to the sound system in Volunteers Hall. The Trust also funded mulching and maintenance for the landscaping around the building.

The Library has served as a center for dozens of community events, meetings, and activities. The Friends of Arts and other groups have organized many cultural events in Volunteers Hall. Musicians have presented programs ranging from folk to blues, from classical to rock. Plays, lectures, book-signings, candidate debates, and an employment seminar have also taken place there. For Art's Sake arranged a display of paintings in the Browsing Room, and the Combs family presented a multi-generational exhibit of artwork. The Library has hosted movies, Scrabble games, Lego fests, book discussion groups, and other events that bring together residents of all ages.

Over the years, many people have worked to create a vibrant, growing library in our community. In 2010, we note with sorrow the loss of former trustee Dr. Jeffrey Harris, who devoted years of service to the Harvard Public Library. In recognition of Dr. Harris's keen interest in history, the Local History Room will be named in his honor. A memorial gathering was also held in the Library for former trustee Richard Russell, who died in 2008, and his wife Keyo, who passed away in 2010. The trustees are currently considering a project in memory of Professor Russell, related to his career in teaching literature. In addition, visitors will see a new plaque in memory of Roy Moffa, whose leadership was central to the creation of the present Library.

The trustees wish to thank the Library staff members for their outstanding work; their expertise makes a world of knowledge and entertainment available at the heart of this small town. We are grateful to the Friends of the Library for their ongoing support. And we also want to express our continued gratitude to Library Director Mary Wilson for her leadership, enthusiasm, and countless hours of extra effort to make the library the very best it can be.

Respectfully submitted,

Marty Green, Chair
Pete Jackson

Davida Bagatelle
Ginger Kendall

Chris Frechette
Charles Kronauer



FOURTH OF JULY FESTIVITIES



HEALTH AND HUMAN SERVICES
*Board of Health, Nashoba Associated Boards of Health, Council on
Aging,
Elderly & Disabled Taxation Aid Committee*

➤ ➤ ➤ 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.

Where the previous year's focus was on the H₁N₁ (Swine flu) pandemic and emergency planning in general, 2010 was focused on Lyme Disease and Eastern Equine Encephalitis. Both of these diseases are propagated by insects; ticks and mosquitoes, respectively, and can have long-term and potentially devastating consequences. Control measures are crucial and cooperation with neighboring communities is a necessity for adequate protection. The initial steps in successfully protecting the community were determined to be education and information gathering. To this end the Board arranged for and hosted several community forums presented by experts on this subject matter. It was troubling to discover a case of EEE in the 'Bolton Flats', as this has always been perceived to be a South Shore issue. The proximity of this local case highlights the importance of emergency planning and functional communication.

The Board created two new documents to provide some relief to those who will be served by the new 'Town Center Sewer' system. They are waivers to Title V inspection and repair, based on the eventual connection to the sewer system. These waivers now exist because of a little-used provision in Title V itself. Because of the likelihood the 'town center' septic system concept is becoming a reality, we, as a Board were able to implement these new waivers.

The Board also experienced a change in its personnel. Shanna Large decided to accept a full-time teaching position and was unable to continue as Clerk. We wish her the very best in her new career. We were extremely fortunate to retain Linda Cantillon as Shanna's replacement. Linda brings prior experience from the Littleton Board of Health. Both have provided the highest caliber service to the town and we are very appreciative of the effort they expend on our behalf.

The Board saw a 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. While the 'economic recovery' has been touted in the press, local construction does not seem to substantiate this claim.

The HBOH continues to follow the progress and function of the installed new 'innovative technology' system designs. Occasionally these new technologies fail to adequately perform and this Board will declare or continue a moratorium on the installation of additional examples of that technology as was the case with one of the drip

irrigation systems. We will monitor the local example and if circumstances warrant, will revisit the moratorium in the future.

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,

Jack Spero, Chair

Lorin Johnson

Thomas Philippou RPh EMT-B



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

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.
- 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 2010 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 **75** 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!

TOWN OF HARVARD

Environmental Health Department

Environmental Information Responses

Harvard Office (days) 90

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

Food Service Licenses & Inspections.....13

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.....18

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CM R430.00. 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.....30

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.....128

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 Applications30

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.....69

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)35

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

Septic System Inspections48

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.....11

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

Well Permits.....14

Water Quality/Well Consultations16

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 Immunized23

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 Gealth

Nursing Visits.....1427

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 Visits1431

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

Rehabilitative Therapy Visit.....885

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.....68

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

Hospice Volunteer and Spiritual Care Visits.....40

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

Clinics

Local Well Adult, Support Groups, & Other Clinic Visits325

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

Number of patients that attended
Flu Clinics held in Harvard.....213

Number of patients whom received
Flu Shots that live in Harvard.....190

Number of patients whom received
Pneumovax Vaccine.....12

Number of patients whom attended Well
Adult Clinics from Harvard96

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.....40

Communicable Disease Number of Cases

- Babesiosis.....1
- Anaplasmosis1
- Ehrlichiosis1
- Legionella.....1
- Lyme Disease.....25
- Malaria.....1
- Salmonellosis1
- Toxoplasmosis1
- Varicella8

Health Promotion

Skilled Nursing.....	
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.....	258
Students Participating.....	129
Referred to Dentist.....	12

Instruction - Grades K, 1 & 5

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

Number of Programs.....	7
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Respectfully submitted,

James Gareffi
Nashoba Associated Board of Health



➤ ➤ ➤ COUNCIL ON AGING < < <

The Harvard Council on Aging recognizes the important role that older citizens play in the life of a town. It is dedicated to promoting the welfare of senior citizens and helping them stay active in the community and safe in their homes as they age.

The number of seniors in Harvard continues to rise and now sits at 1212 persons over the age of 60. This represents nearly 21% of the population. The Board of Directors, staff, and volunteers continue to offer as many services as possible within our budget constraints. Every resident over the age of 60 receives our monthly newsletter and we see roughly 1/3 of the senior population for additional services.

The Council on Aging (COA) has 3 employees: 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 the local town budget and a grant from the Executive Office of Elder Affairs.

The COA manages a growing caseload of seniors who have significant issues with physical and mental 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.

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 2010

PROGRAMS AND SERVICES

- To help us with programming, the COA added a volunteer event coordinator, Judy Pon, who has done a great job organizing several major events this past year.
- We also recruited an unpaid coordinator of volunteers, Laura Bridges, who filled this crucial position for about 6 months, but then needed to resign. We are looking for a new volunteer to take on this responsibility.
- Two Bromfield seniors, Clark Jacobson and Tyler Von Loesecke, prepared and served a series of luncheons for seniors as their required community service project.
- With the leadership of our volunteer coordinator, we were able to participate in the Catholic Heart work camp program where young people and their leaders from throughout the region provide volunteer community service for a week. Several seniors in town benefitted greatly as teams of workers showed up at their homes to help with heavy yard duties that they were not able to handle themselves.
- The outreach coordinator arranged for 9 individual visits to seniors from the Girl Scouts around the holidays.
- The Harvard Garden Club provided many holiday centerpieces for seniors.
- We organized and sponsored 41 trips this year, fully funded by the participants. Our day trip travel program remains very popular and has received the high acclaim of seniors both in and outside the Harvard community.
- We invited 17 speakers to talk on a variety of topics as part of our effort to offer seniors educational opportunities that can keep them safe and enhance their quality of life.
- In addition to our ongoing programming, this year the following were added:

Handyman program: We now have volunteers who are willing to help seniors with small household repair jobs.

Needlecraft time: We offered a time for those who enjoy needlecraft to bring projects to Hildreth House to work on them and enjoy the company of others.

Weekly computer drop-in sessions: The COA computer lab is now open every Friday morning and staffed by knowledgeable volunteers who can provide technical support.

Women's Coffee: This is an opportunity for women to get together on Friday mornings at Hildreth House.

Grief support group: The COA made space available for a weekly grief support group facilitated by the Nashoba Nursing and Hospice organization.

Music of Your Life: With generous support from the Harvard Cultural Council and Indian Hill Music we offered a series of workshops that centered on the music from several decades and the memories it evokes.

FACILITY AND TECHNOLOGY IMPROVEMENTS

Board members and staff have spent a significant amount of time this year working with the Municipal Buildings Committee to formulate a proposal for the Board of Selectmen that assesses our physical facility needs now and our projected requirements in the future. With the senior population here and elsewhere expected to explode in the next several years, Harvard will need to be proactive in planning for a full-service senior center to accommodate the programs required to keep people active in the community and safe in their homes.

For the time being, the Council on Aging occupies the Hildreth House and we continue to borrow space around town for various activities. We are grateful to the Congregational, Unitarian, and Catholic churches, to the Harvard Public Library, and to the Pilot Project at the old library, all of which have provided space free of charge for a variety of COA functions this past year.

With volunteer help, the COA added enhanced computer software to our data collection system, so that we can more easily track our volunteers and their various skills and keep accurate records of their donated time.

With the assistance of COA board members and student volunteers we were able to create an upstairs "parlor" where folks are able to sit and relax in a casual setting for conversation or small meetings.

The COA participated in the United Day of Caring, and several volunteers painted the Hildreth House front porch.

Thanks to donated funds, we have purchased custom-made insulated blinds for three of the upstairs rooms in Hildreth House, which helps with cooling in the summer and heat retention in the winter.

COMMUNITY OUTREACH

This past year the COA brochure was completely redone and printed with the support of the Friends of the COA. This enhanced version more accurately depicts the services offered and is a useful education and public relations tool.

We have enhanced our relationship with the elementary school and are actively working with a liaison there to bring more seniors into the schools as enrichment to both students and seniors.

The COA hosted its first annual volunteer appreciation celebration. The board and staff are increasingly aware of their dependence on volunteers to handle the workload and wanted to acknowledge them publicly.

We have begun work on an informational video that will give a brief overview of the COA and its services. We anticipate completion in the summer of 2011.

FRIENDS OF THE HARVARD COA

The Friends of the COA continues to provide funding for the monthly newsletter. The group is actively seeking new volunteers to help support the work of the COA.

ONGOING SERVICES OFFERED BY THE COA

SUPPORT SERVICES:

Professional counseling for resources and referrals
Home Visits and ongoing follow up
Communication with family members
Transportation
Monthly newsletter
Friendly Visitor Program
Senior tax work off program
Local Fuel Assistance

HEALTH AND WELLNESS:

Medical Equipment loan
Wellness and Podiatry clinics
Health Programs with Guest speakers
Exercise Programs

SOCIAL AND RECREATIONAL

Weekly Luncheons
Card Games
Support Groups
Men's Club

Cultural and recreational day trips
Women's Coffee
Annual events: Luau and BBQ
Intergenerational programs

EDUCATION

Speakers and workshops
Computer Center

We would like to express our thanks to retiring member Colleen Nigzus for serving on the Board and welcome Lucy Wallace 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	Mike Peters	Lucy Wallace

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



➤ ➤ ➤ ELDERLY & DISABLED TAXATION AID COMMITTEE



In June, 2010 the Elderly and Disabled Taxation Aid Committee of the Town of Harvard completed the distribution of confidential assistance to those who submitted applications for tax relief for FY2011. The Committee was able to provide assistance to all applicants who were determined to be eligible under our published guidelines. The aid ranged from 35% to 100% of applicants' real estate taxes. All of the funds so distributed were donated by Harvard townspeople. In this the ninth year of operation, the donations approximated \$10,000. There is one solicitation each year, usually in January. The Committee would like to thank the contributors for their unselfish generosity in supporting this worthwhile community effort and hope that this support continues, as the need is clearly demonstrated.

Respectfully submitted,

Victoria Smith, Treasurer/Collector	Richard Maiore, Chair Board of Assessors
Mary Jo Boynton	Laura Andrews
Cindy Dumser	

PUBLIC WORKS

*Public Works Director, Water Commission,
Town Center Sewer Committees*

➤ ➤ ➤ PUBLIC WORKS DIRECTOR < < <

The Department of Public Works is proud to report a very productive year in 2010. This report summarizes a list of achievements for which this department is very proud to have provided the residents of the town.

This past March the region experienced the worst flooding rains in recent memory. The resulting flooding over-taxed our drainage systems and resulted in minor damage to several roads in town. With this said, the Town of Harvard escaped the serious damage experienced by many surrounding communities.

The Public Works staff worked diligently day and night during the storm, filling sand bags and with the assistance of the National Guard and Fire Department, placed them on the Bare Hill Pond Dam possibly saving the dam from breaching and causing major damage downstream.

I commend the staff for their efforts during this emergency. Their dedication to effectively serve the residents of Harvard during inclement weather events serves as testimony to their commitment to duty.

Highway Department

- Reconstructed Littleton County Road from Oak Hill to Cleaves Hill Road. The work included:
 - Installation of a new drainage system along the entire length of the roadway.
 - Pulverization of the existing bituminous concrete.
 - Regrading the roadway and injecting the base material with liquid calcium.
 - Repaving of the roadway and backing up all edges with dense graded base material.
- Replaced culvert pipes under the following roads:
 - Old Littleton Road
 - Littleton Road
 - Whitney Road
 - Oak Hill Road
- Excavated roadside drainage ditches along :
 - Ayer Road
 - Woodside Road



- Depot Road
 - Whitney Road
 - Oak Hill Road
- Repaired severe frost heaves on Ayer Road at Bowers Brook, at the intersection of Ayer and South Shaker Road and on Whitney Road near the corner of Littleton Road.
- Installed new bituminous berms at the following locations:
 - Entrance drive to the Bromfield School
 - Prospect Hill Road
 - Whitney Road
 - Park Lane
 - Corner of Pinnacle Hill Rd & Littleton Road
 - Corner of Old Shirley Road and Ayer Road
 - Oak Hill Road
- Cleaned and inspected 850 catch basins.
- Jetted out drainage pipes along Ayer Road.
- Motor graded all town accepted 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.
- 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. We installed and maintained beaver deceivers.

Winter of 2009-2010

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 the entire area. In addition, we plow the parking lots for all town and school facilities as well as our churches.

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 47" of snowfall
- We had 16 snow events
- We had to plow 7 times
- We sanded the roadways 16 times during the winter
- We distributed 725 tons of salt and 875 tons of sand

Water Department

- Removed and replaced pump in Pond Road Well #2

- Completed a system wide “Flushing Program”
- Painted hydrants
- Water system operators undertook training to implement the new “DEP Groundwater Rules”

Transfer Station

- Paved all unpaved areas at the Transfer Station
- Sold by auction four surplus balers taken out of service in 2009
- Installed a containment area for scrap metal to reduce contamination, provide safer use of the collection area and reduce the contamination of the ground under the collection area.

Pond Committee

- Provided project management services for the Bare Hill Pond Stormwater Management Project.
- Removed stockpiled peat from beach parking lot. Material came from pond dredging conducted in December 2009.
- Undertook extensive repairs to weed harvester. Launched and retrieved harvester from Bare Hill Pond.

Parks and Recreation

- Installed stone barrier and gate at the Ryan Land
- Installed pedestrian lane on Depot Road

Miscellaneous

- Painted Salt Shed at Highway Yard
- Conducted a surplus equipment auction and sold 12 pieces of surplus inoperable town equipment
- 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. 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
Town of Harvard
Public Works Director



➤ ➤ ➤ **WATER COMMISSION** < < <

The Town of Harvard Water Commission is pleased to report on an active year in 2010. We welcomed a new Commissioner, Bill Barton, who brings a varied background and experience 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 in conjunction with installation of the new sewer mains remain a priority. Evaluating alternative water sources will 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.

Respectfully submitted,

Walter 'Rick' Dickson

Joshua Gould

Bill Barton



➤ ➤ ➤ **TOWN CENTER SEWER COMMITTEES** < < <

Pursuant to the May 2009 Town Meeting vote to approve the petition for special legislation and debt authorization for the Town Center Sewer Project, the town contracted with Norfolk Ram Group and Weston & Sampson (NRG/W&S) to prepare a Preliminary Engineering Report and Project Evaluation package for submission to the DEP for ranking in their annual State Revolving Fund project financing program which provides

low interest financing for sewer and water projects. This package was submitted late in 2009.

The DEP's 2010 Intended Use Plan (IUP) or listing of the highest ranked projects that would be funded in 2010 was due to be released in January. Our engineering consultants reported that there would be a number of project proposals with higher evaluation rankings than Harvard, but some were speculative in that 2009's IUP had been a gateway to federal stimulus funds and that these projects lacked the local funding authorization or commitment required for participation in the SRF program. In January the IUP was released and, as expected, Harvard's project finished out of the money.

Meanwhile, in November 2009 members of the Town Center Sewer Building Committee recommended that the Board of Selectmen execute a \$151,200 design contract with NRG/W&S to prepare the engineering plans for the wastewater collection system and wastewater treatment facility upgrades. The Building Committee monitored the progress of the design work.

On February 22, 2010, after some unexpected delays, the Legislature passed and the Governor signed bill H 4407 of Chapter 37, Acts of 2010, "An Act Relative To A Wastewater District In The Town of Harvard" creating the sewer system's enabling legislation.

With the design phase underway but the funding question still unresolved, the Building Committee pursued a strategy to be prepared to act if enough projects failed to meet their SRF participation requirements by the June 30 deadline. Specifically, projects needed local debt authorization and completed project designs. By late summer, our funding hopes were realized when DEP revised their IUP to reflect projects that wouldn't proceed. In September, a number of Town officials met with representatives from DEP at a "borrower's meeting" to review SRF application and participant guidelines. The required documentation was submitted to DEP by the October 15 deadline.

In 2010, the Board of Selectmen appointed the Town Center Sewer Policy Committee who met throughout the year to grapple with policy issues. They produced a draft set of sewer policies which was submitted to the Board of Selectmen in December for their review and comments. As of early January 2011, The Policy Committee's revised policies were ready to be resubmitted to the Selectmen.

The Building Committee also reached out to the Water Commission to explore opportunities for construction synergies as much of the planned water system work will be done in the same areas as the sewer construction. The Water Commissioners were enthusiastic about this possibility. As a result, it is planned that the planned water system upgrades will be a bid alternate when the sewer project goes to bid and the town can determine if a single contractor working on both projects can provide the most cost effective solution while tearing up the streets just once.

If all goes according to plan, construction should start in the summer of 2011.

Respectfully submitted,

Town Center Sewer Committees

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 who is 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, Town Code Chapter 147

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 with in 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 online at www.harvard.ma.us. The Commission's Administrator/Agent welcomes inquiries.

The Conservation Commission held a total of 24 public meetings during 2010, as well as numerous site visits at proposed project sites. Our activity statistics for the year are as follows:

Type of Activity	2010	2009	2008
Notice of Intent	15	14	10
Order of Conditions (Approvals)	14	15	7
Order of Conditions (Denials)	0	0	1
Abbreviated Notices of Resource Area Delineation	0	0	1
Orders of Resource Area Delineation	0	1	0
Request for Determination of Applicability	7	12	7
Determination of Applicability	8	11	7
Certificate of Compliance	10	12	21

Extension to Order of Conditions	6	9	3
Enforcement Orders	3 4 6		
Amended Order of Conditions	0	1	3

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 years in part to the hiring of a Conservation Agent, who conducts routine visits to ongoing projects throughout Town.

In 2010 the Commission received final approval from the State on the revised Open Space and Recreation Plan that took almost two years to update. At the end of the year an Implementation Committee was established to achieve the goals set out in the Plan.

Town of Harvard Wetlands Protection Bylaw Rules

With the ever increasing cost of doing business, the Commission made the decision to increase the fees collected under the Wetland Protection Bylaw. These fees were approved and put into effect by the Commission in October.

Conservation Land Acquisition and Management

The Conservation Commission continues to work with local organizations to manage the Town's open space and conservation land. For 2010, we would like to again thank Phil Knoettner 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. This year Phil and others made improvements to the Holy Hill Dancing Ground area by fixing and repainting the existing fence and the removal of several downed trees.

The Land Stewardship Sub-Committee (LSS) was revitalized this spring by Wendy Sisson. Phil Knoettner and his work maintaining the town's trails are now incorporated into the LSS. This year's focus for the LSS has been on the open fields of our town conservation land. Fields have been inventoried and annual maintenance and mowing plans have been developed. Many thanks go out to those who volunteered equipment and labor to mow, as well as to the Highway Department, which has been responsible for the majority of mowing. In November the LSS hosted a successful citizen work day at the Holy Hill Conservation Area off South Shaker Road.

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. 2010 was absent of any new purchases or gifted land, however the collection of fees for the use of land for agricultural purposes was re-instated and have been received by those using the lands for such purposes.

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 Conservation Agent continues to monitor projects permitted by the Commission during all phases of work, as well as continuing to share information and filings with the other Land Use Boards. During 2010 the Agent monitored twenty-six different projects around Town.

With the departure in December 2009 of member Joshua Gould, the Commission welcomed Patrick Doherty on as full member. Patrick has continued to work along with the Massachusetts Association of Conservation Commissioners to complete training in the Fundamentals for Conservation Commissioners. Patrick should be able to complete his training and receive his Certificate in 2011.

In April, Wendy Sisson attended the Massachusetts Keystone Project at the Harvard Forest. The three-day training session was very informative in the different approaches to forestry. Wendy learned there is a large amount of advice out there for forestry plans, which she has taken to the Land Stewardship Sub-committee that she chairs.

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 previously mentioned, as Chair 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. Janet (Jaye) Waldron serves as liaison to the Bare Hill Pond Watershed Management Committee.

The Commission is currently seeking an Associate Member and encourages anyone who maybe interested to attend our meetings.

Respectfully submitted,

Paul Willard, Chair
Don Ritchie
Patrick Doherty

Charles Gorss
Jan (Jaye) Waldron
Liz Allard, Land Use Administrator/Conservation Agent

Jim Breslauer
Wendy Sission



➤ ➤ ➤ **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 in 1998 as endangered by the Commonwealth of Massachusetts: 1) invasive aquatic species (principally milfoil, fanwort and water chestnut) and 2) excessive levels of phosphorous in the watershed that promote the growth of invasive species and put the health of the pond and its ecosystem at risk.

Significant activities were undertaken this year to address the near and long term risks facing the Pond. Our pumped draw downs continue. In 2009-10, our 6 foot drawdown exposed the invasive species in areas previously not impacted by prior 5 foot draw downs. The draw down continues to have a significant effect on reducing invasive species in areas where the drawdown exposes the Pond bottom to both drying and freezing. The impacts in other areas that remain wet during the winter are less significant, and this year we increased the draw down an additional 6 inches to see if we could improve its efficacy in these other areas. We continue to monitor the impact of the draw down on the Pond, and continue to observe a thriving fish and mussel population based on fishing derby fish counts and mussel observations. We also conduct springtime frog counts and continue to record several species of frog populations, as well as an increase in predators such as the blue herons, indicating a healthy frog population. Every three years we monitor water quality in the Pond for evidence of eutrophication risk. The dissolved oxygen count was well within normal during the summer – a key indicator. Low counts result from excessive plant and algae growth and mean fish and other species cannot survive. Interestingly, the phosphorous readings were significantly less than in prior years. This is welcome news. Previous phosphorous measurements coupled with the level of invasive plant species were the principal cause of the endangered risk of eutrophication in the Pond. The phosphorous levels are now well within the normal range, and the oxygen levels indicate that the risk of eutrophication is being controlled. The rate of decline of the phosphorous suggests was close to 50% from prior readings. Since we have only begun to address stormwater runoff, we think it may be a result of the dilution effect of the draw downs.

Another significant milestone this year was construction of the Stormwater Treatment project in Town Center. A principal portion of particulates emitted in automobile and truck exhaust is phosphorous, and storm water runoff from the roads and parking lots run straight into the Pond. We were awarded two EPA grants for an approximately \$600K project to control storm water runoff into the North end of the Pond from Town Center and the main roads. We were awarded these grants due to our successful execution of the EPA funded drawdown project which included a Watershed Management Plan recommending control of storm water to protect the Pond. Our local

match is achieved through a combination of our existing budget, a CPC grant of \$119,100 awarded 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 constructed 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. The project is substantially complete and because the construction costs were lower than expected, we are exploring the possibility of additional remediation that might be constructed in other areas in the watershed. We are also exploring the feasibility of removal of “peat” at the Town Beach area as a pilot project to remove nutrient rich material that interferes with the health and the use of the Pond. We are also seeking additional CPC funding as matching funds for these projects. We encourage you to visit the Pond Committee Page on the 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 continues to operate the mechanical harvester and pursue invasive water chestnuts with a vengeance – reducing the number of harvester loads from over 60 last year to 14 last year and to approximately 6 loads 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.

Respectfully submitted,

Bruce Leicher
Chair



➤ ➤ ➤ **AGRICULTURAL ADVISORY COMMITTEE** < < <

The Agricultural Advisory Commission's duties include, but are not limited to, promoting agriculture in Harvard, acting as advocate and educator on farming issues, and as mediator when conflicts arise between farmers and other members of the community. Fortunately, Harvard is an agriculture-friendly town and strongly supports its farmers, therefore such conflicts are rare. In 2010, the Commission continued to advise the horse owners association on trail-use matters, to liaise with the Conservation Commission concerning agricultural use of conservation lands, and to advise the Selectmen on issues regarding U-pick farm sign policy. Also as of 2010, the Commission has funding available to pursue some of its long-anticipated projects including road signs identifying Harvard as a "right-to-farm" community, a brochure promoting Harvard's farms and farm stands, and possible creation of a web-site to further publicize and promote agricultural activities in town. We meet on the 4th Thursday of the month in the town hall meeting room at 7:30 p.m. We invite all interested residents to join us with any agricultural issues they may have.

Respectfully submitted,

Wendell Willard, Chair
Franklyn Carlson
Al Combs (alt)

Tim Arnold
Candace Frazer
Pam Browning (alt)

Peter Basile
Bill Barrett (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 as 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 Harvard's 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), John Martin (alternate), Rudy Minar (BoS), Roseanne Saalfeld (Conservation Commission), Ken Swanton (alternate), Rhonda Sprague (Board of Realtors), and Jared Wollaston (BoS).

In 2010, besides its usual work of reviewing applications for modifications to structures in historical districts, the Historical Commission held two its first two public "perambulations," one through each historical district. These experimental events were

very successful, and we hope to continue the tradition annually. We also helped procure Community Preservation funds to begin the restorations of the Shaker Cemetery iron markers and the exterior of Town Hall. Six signs designating the boundaries of the two historic districts are now installed, funded by Community Preservation funds in 2009.

As of this writing, we look forward to our second collaboration with the Harvard Historical Society and Fruitlands Museum to present an award for Historical Preservation at the Bromfield Science Fair.

This year, we approved a self-guiding "Operating Guide lines" document to help ensure consistent and effective procedures in our commission's procedures. We also redesigned the project application form, available online at Town Hall, and we hope that this helps make the process easier.

If you are interested in lending assistance to help preserve historic Harvard, please contact us via Town Hall.

Jonathan Feist, Chair
Harvard Historical Commission



➤ ➤ ➤ **PARK AND RECREATION COMMISSION** ⬅ ⬅ ⬅

We hereby submit our annual report for the year 2010. In April, Eric Dyer and John Lee were elected as members of the Parks and Recreation Commission. We thank Margaret Grogan for her service on the Commission and appreciate all the time she put in for the commission.

Charged with the direction of town recreational activities, the Parks 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 Town Beach and the playing fields. Through revenues generated by fees (such as beach stickers, swim lessons, boat storage) most of the programs are self-funded.

The commission relies heavily on volunteer coordinators to run most of the non-beach programs. Thanks to Cindy Glade and Anne Hentz for coordinating the high school and the 5th grade ski programs. Approximately 148 students were able to attend this winter's after school program all because of the efforts of these two coordinators and the parent chaperones. The summer tennis program was headed up by Julie Sniffen and saw increased attendance in most of the sessions that were offered. Approximately 152 youth and 12 adults were served by the 2010 summer tennis programs.

David Bell headed up Harvard's Hershey Track clinic and hosted one of the local Hershey Track meets at McCurdy Track. This event includes kids from 4 surrounding

towns competing in running, throwing, and jumping events. Nearly 2 dozen kids from Harvard went onto the state meet.

At the beach we had a typical year with swim lessons and boating lessons offered for all town kids in several sessions throughout the season. Approximately 245 youth were served by our swimming and boating programs. The town ramp and small boat mooring area had a makeover during the winter as the area was dredged out as part of the Bare Hill Pond watershed Committee plan to remove nutrients and muck that cause excessive weed growth. As a result, the mooring area was much deeper and weed-free for the first time in a long time. The plan is to complete the dredge of the swimming area in the fall of 2011 so that weeds are reduced and diving depths are achieved for the outermost rafts. This year we were able to make available 106 canoe rack permits, 26 mooring permits and 8 boat slips for residents to store their boats at the town beach.

Parks and Recreation also hammered out an agreement with the Bare Hill Rowing Association that outlines the use of the boating area and beach house for the crew rowing seasons. The agreement outlines the numbers of out of town participants, the times that the boats can be stored at the beach and the times when the beach house can be used.

On the playing field front there were several improvements. With a huge effort and over \$6000 from the Harvard Baseball Association, the Ryan Land ball fields and the Elementary School fields received a much needed facelift. Parks and Recreation hopes to be able to expand on the work that was done on these fields and keep them looking as good as they did this year. The Charlie Waite field received some attention in the form of leveling some mounds and filling some ruts followed by a top-dressing of compost. This appeared to have helped in creating a better surface at the field. With over \$10,000 supplied by Harvard Soccer Club, Upper and Lower Depot fields at Ryan Land were outfitted with in-ground irrigation. It came just in time to keep these fields green while other fields were burning up due to heat and lack of water. Both of these projects are an example of cooperation of Parks and Recreation and the main users of the facilities to help keep them maintained.

The Commission modified the sign posting rules for the common in response to what was becoming a very crowded corner. Key items are that signs advertising for local, public events are allowed for 3 weeks maximum, size less than 10 sq ft., and the date of event or the posting date must be on the sign. For complete rules, go to the Harvard Parks and Recreation web page (www.harvardparkandrec.org).

The Harvard Recreation Trail linking the Ryan Land playing fields and Harvard Park by way of a safe, direct walking/bike route was completed. This trail, funded 80% by a grant from the Department of Conservation and Recreation and 20% by funds from the Annual Town meeting, is a combination of roadside trail and woods trail that is safe for walking, biking, horseback travel and snowmobiles. It connects these two recreation areas without having to jump in a car or travel along the busy state Rt. 110. It is the culmination of several years of work gathering easements, permissions to build from the

state, and funding but should serve as a template for how to connect local recreation areas.

The commission would like to thank several people who are instrumental in keeping programs and facilities going. Joe Canole, the head of grounds keeping and the rest of the DPW crew for their efforts at the fields, Bob O'Shea who as harbor master has managed the docks at the pond, and Royal Cregar and his band of firemen who year after year keep the tree on the common lit for the holiday season.

Respectfully submitted,

James Lee, Chairman
John Lee, Jr.

William Hogan
Eric Dyer

Mark Mandozzi



TOWN MEETING AND ELECTION RESULTS

SPECIAL STATE ELECTION

January 19, 2010

The Special State Primary was held on January 19, 2010, in the Bromfield School Gym. The polls were opened at 7:00 a.m. by Warden Janet Wilhelm. There were 4051 registered voters (3878 active voters) and a total of 2909 persons (75 % of the active voters) cast their votes with the following results:

SENATOR IN CONGRESS

Scott P. Brown	1306
Martha Coakley	1568
Joseph L. Kennedy	23
Scatterings	2
Blanks	10

The polls were closed at 8:00 p.m. by Warden Janet Wilhelm and the results were announced at 8:59 PM.

One-hundred fifty-six (156) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante, Town Clerk

CITIZENS CAUCUS
March 6, 2010

The meeting was called to order in the Town Hall Meeting Room on Saturday, March 6, 2010, 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 unanimous	Robert Eubank	_____
SELECTMAN two positions for three years unanimous	Timothy Clark	
unanimous	Stephen Finnegan*	
unanimous	William Johnson	
CEMETERY COMMISSIONER one position for three years unanimous	Bruce Dolimount	
COMMUNITY PRESERVATION COMMITTEE one position for three years	no nominations	
COMMUNITY PRESERVATION COMMITTEE one position for one year	no nominations	
HARVARD BOARD OF HEALTH MEMBER		

one position for three years
unanimous

Lorin Johnson

Patricia Ruze

unanimous

HOUSING AUTHORITY

one position for five years
unanimous

Christopher Green

one position for four years
unanimous

Wade Holtzman

LIBRARY TRUSTEE

two positions for three years
unanimous

Martha Green

Peter Jackson

unanimous

PARK AND RECREATION COMMISSIONER

one position for three years
unanimous

Eric Dyer

Position

Nominee Vote

PLANNING BOARD

one position for three years
unanimous

Joseph Sudol

PLANNING BOARD

one position for two years
unanimous

Wayne McFarland

SCHOOL COMMITTEE MEMBER

one position for three years
unanimous

Stuart Sklar

Kristen Wright

unanimous

TREE WARDEN

one position for one year
unanimous

Christian Bilodeau

WARNER FREE LECTURE SOCIETY TRUSTEE

two positions for three years
unanimous

Patricia Jennings

unanimous

Sheila Simollardes

WARNER FREE LECTURE SOCIETY TRUSTEE

one position for two years
unanimous

Tom Aciukewicz

WATER COMMISSIONER

one position for three years
unanimous

Eric O'Brien*

* Declined nomination.

The meeting dissolved at 7:15 p.m.

Deborah Ricci and Martha Green checked in 69 voters out of 4040 registered voters (3812 active voters).

Respectfully submitted,

Rhonda Sprague
Caucus Secretary

CAUCUS & ELECTION



ANNUAL TOWN MEETING

May 1, 2010

The meeting was called to order in the Bromfield Gym at 9:02 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
Dona Neely Devens Eco-efficiency Center
James O'Shea Bromfield Principal
Andrea D'Eramo student
Laura Jarvis student

The motion was moved and seconded, and voted unanimously yes.

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.
(Inserted by Board of Selectmen)

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 2009 Annual Town Report.

ARTICLE 2: AMEND PROTECTIVE BYLAW - DRIVE-THROUGH FACILITIES

To see if the Town will vote to amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by:

1.) Inserting between the definition of the terms "COMMON OPEN SPACE (COS)" and "DRIVEWAY" in §125-2 thereof the following definition:

“DRIVE-THROUGH FACILITY - The use of land, buildings, or structures, or parts thereof, to provide or dispense products or services, either wholly or in part, through an attendant or window or automated machine, to persons remaining in motorized vehicles that are in a designated stacking lane. A drive-through facility may be permitted only as an accessory use (i.e. in combination with another use such as a bank or financial institution or pharmacy). A drive-through facility does not include a vehicle washing facility, a vacuum cleaning station accessory to a vehicle washing facility, or an automobile/gasoline service station.”;

2.) Adding the following new Paragraph to §125-20 thereof:

“E. Drive-through facilities, except where such facilities are accessory to banks or financial institutions or pharmacies, are specifically prohibited. A drive-through facility which is accessory to a bank or financial institution or pharmacy may be established upon the issuance of a special permit from the Planning Board, provided that:

- (1) Not more than one drive-through facility for a principal use shall be permitted.
- (2) There are no residential uses within 500 feet of the drive-through facility, except for residential uses which are located within a mixed-use development.
- (3) There are no other drive-through facilities within 300 feet of the proposed facility except as may be otherwise determined by the Planning Board based on public safety and traffic circulation considerations as set forth in its special permit decision.
- (4) With respect to off-site effects, the drive-through facility shall not result in an increase in congestion, an impediment to parking areas, an impediment to pedestrian traffic, over flow into a street, double parking on a street or conflict with turning movements at intersections.
- (5) With respect to on-site effects, the drive-through facility shall not result in an impairment of the parking areas, an impairment of parking circulation, an impediment to trash storage or an impediment to loading or service areas.
- (6) The drive-through facility shall have not more than one stacking lane which shall have (i) a minimum of 9 vehicle spaces with a minimum length of 20 feet, one of which shall be at the window or transaction station; (ii) a minimum width of 11 feet straight; (iii) a minimum width of 12 feet on a curve; and (iv) a curb separating the lane and parking area.
- (7) Landscaping must obscure the drive-through facility from residential properties as set forth in §125-39 D. Screening

- (8) One sign shall be provided which (i) directs vehicular traffic in and out of the stacking lane; (ii) limits the direction of travel in the lane to one way; (iii) limits speed in the lane to 10 miles per hour; and (iv) directs pedestrian traffic around or through the lane.
- (9) Speakers, intercoms and vehicular traffic at the drive- through facility shall not be audible from adjacent properties.
- (10) Lighting of the drive-through facility shall not exceed one foot candle at adjacent properties and shall not be illuminated between 11:00 PM and 6:00 AM except as set forth in §125-40 D.
- (11) The drive-through facility complies with the site standards set forth in §125-39, except where such standards are inconsistent with any provision of this Paragraph E.”

Or pass any vote or votes in relation thereto.

(Inserted by Planning Board)

(2/3 vote required)

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 2 of the 2010 Annual Town Meeting Warrant.

Hal Korstvedt, 250 Stow Road, made a motion to amend section 2E by striking the words “or pharmacy”, which was seconded, and accepted by the Planning Board.

Steven Rowse, 214 Old Littleton Road, made a motion to add “or pharmacy” back into section 2E which was seconded, and accepted by the Planning Board.

Voted greater than 2/3rds yes, to amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by:

1.) Inserting between the definition of the terms “COMMON OPEN SPACE (COS)” and “DRIVEWAY” in §125-2 thereof the following definition:

“DRIVE-THROUGH FACILITY - The use of land, buildings, or structures, or parts thereof, to provide or dispense products or services, either wholly or in part, through an attendant or window or automated machine, to persons remaining in motorized vehicles that are in a designated stacking lane. A drive-through facility may be permitted only as an accessory use (i.e. in combination with another use such as a bank or financial institution or pharmacy). A drive-through facility does not include a vehicle washing

facility, a vacuum cleaning station accessory to a vehicle washing facility, or an automobile/gasoline service station.”;

2.) Adding the following new Paragraph to §125-20 thereof:

“E. Drive-through facilities, except where such facilities are accessory to banks or financial institutions or pharmacies, are specifically prohibited. A drive-through facility which is accessory to a bank or financial institution or pharmacy may be established upon the issuance of a special permit from the Planning Board, provided that:

- (1) Not more than one drive-through facility for a principal use shall be permitted.
- (2) There are no residential uses within 500 feet of the drive-through facility, except for residential uses which are located within a mixed-use development.
- (3) There are no other drive-through facilities within 300 feet of the proposed facility except as may be otherwise determined by the Planning Board based on public safety and traffic circulation considerations as set forth in its special permit decision.
- (4) With respect to off-site effects, the drive-through facility shall not result in an increase in congestion, an impediment to parking areas, an impediment to pedestrian traffic, over flow into a street, double parking on a street or conflict with turning movements at intersections.
- (5) With respect to on-site effects, the drive-through facility shall not result in an impairment of the parking areas, an impairment of parking circulation, an impediment to trash storage or an impediment to loading or service areas.
- (6) The drive-through facility shall have not more than one stacking lane which shall have (i) a minimum of 9 vehicle spaces with a minimum length of 20 feet, one of which shall be at the window or transaction station; (ii) a minimum width of 11 feet straight; (iii) a minimum width of 12 feet on a curve; and (iv) a curb separating the lane and parking area.
- (7) Landscaping must obscure the drive-through facility from residential properties as set forth in §125-39 D. Screening
- (8) One sign shall be provided which (i) directs vehicular traffic in and out of the stacking lane; (ii) limits the direction of travel in the lane to one way; (iii) limits speed in the lane to 10 miles per hour; and (iv) directs pedestrian traffic around or through the lane.

- (9) Speakers, intercoms and vehicular traffic at the drive- through facility shall not be audible from adjacent properties.
- (10) Lighting of the drive-through facility shall not exceed one foot candle at adjacent properties and shall not be illuminated between 11:00 PM and 6:00 AM except as set forth in §125-40 D.
- (11) The drive-through facility complies with the site standards set forth in §125-39, except where such standards are inconsistent with any provision of this Paragraph E.”

Approved by the Attorney General on August 23, 2010.

SEE RECONSIDERATION OF ARTICLE 2 AFTER ARTICLE 29.

ARTICLE 3: AMEND PROTECTIVE BYLAW – ZONING MAP SUPPLEMENT

To see if the Town will vote to amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by replacing the existing Zoning Map supplement referenced in to §125-43 and appended to the Protective Bylaw as Attachment 1 Town of Harvard Zoning Map [Amended last 3-25-2006 ATM by Art. 19] with the digitized and colorized version of said map entitled “Harvard, MA: Zoning & Zoning Overlay Districts”, a copy of which map is on file in the Office of the Town Clerk, or pass any vote or votes in relation thereto.

(Inserted by Planning Board)

(2/3 vote required)

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

I move that the that the Town amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by replacing the existing Zoning Map supplement referenced in to §125-43 as printed in the Town Meeting Warrant.

Voted greater than 2/3rds yes that the Town amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by replacing the existing Zoning Map supplement referenced in to §125-43 and appended to the Protective Bylaw as Attachment 1 Town of Harvard Zoning Map [Amended last 3-25-2006 ATM by Art. 19] with the digitized and colorized version of said map entitled “Harvard, MA: Zoning & Zoning Overlay Districts”, a copy of which map is on file in the Office of the Town Clerk.

Approved by the Attorney General on August 23, 2010.

SEE RECONSIDERATION OF ARTICLE 3 AFTER ARTICLE 29.

ARTICLE 4: AMEND PROTECTIVE BYLAW – SIGNS

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 § 125-41:

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

HARVARD PROTECTIVE BYLAW CHAPTER 125-41 SIGNS

§ 125-41. Signs. [Added 3-4-1967 ATM by Art 21; amended 3-3-1973 ATM by Art 35]

I. Off-site signs on Town ways.

(1) Off-site directional signs shall:

(c) Not exceed three square feet in area, except for directional signs to commercial agricultural enterprises as defined by MGL Chapter 128, Section 1A which shall not exceed four square feet in area.

or pass any vote or votes in relation thereto.

(Inserted by Planning Board)

(2/3 vote required)

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 4 of the 2010 Annual Town Meeting Warrant.

Voted greater than 2/3rds yes (unanimous) that the Town amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by making the following revisions to § 125-41:

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

HARVARD PROTECTIVE BYLAW CHAPTER 125-41 SIGNS

§ 125-41. Signs. [Added 3-4-1967 ATM by Art 21; amended 3-3-1973 ATM by Art 35]

I. Off-site signs on Town ways.

(1) Off-site directional signs shall:

(c) Not exceed three square feet in area, except for directional signs to commercial agricultural enterprises as defined by MGL Chapter 128, Section 1A which shall not exceed four square feet in area.

Approved by the Attorney General on August 23, 2010.

SEE RECONSIDERATION OF ARTICLE 4 AFTER ARTICLE 29.

ARTICLE 5: CLOSEOUT OF ARTICLE

To see if the Town will vote to transfer unexpended funds appropriated under the following article back to the original funding source:

- \$1,535.60 under Article 20 of the March 27, 2004 Annual Town Meeting which was for Installing Monitoring Equipment for the Water System,

or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Collyn Bradley, 18 Ayer Road, Finance Committee, and seconded,

Voted majority yes that the Town transfer \$1,535.60 of unexpended funds appropriated under Article 20 of the March 27, 2004 Annual Town Meeting, which was for Installing Monitoring Equipment for the Water System, to the General Fund – Unreserved Fund Balance.

ARTICLE 6: FISCAL YEAR 2009 CERTIFIED FREE CASH

To see if the Town will vote to transfer from Free Cash, a sum of money to be placed in the General Stabilization Fund, or pass any vote or votes in relation thereto.

(Inserted by the Finance Committee)

(2/3 vote required)

On a motion by John Sullivan, 37 Old Littleton Road, Finance Committee, and seconded,

Voted unanimously yes that the Town transfer from the Fiscal Year 2009 Certified Free Cash Account the sum of \$422,845. to the General Stabilization Fund.

ARTICLE 7: OMNIBUS BUDGET

Article 7: Ombius Budget (Can be viewed at the end of this document)

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 (FY2011), or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Bob Thurston, 149 Bolton Road, Finance Committee, and seconded,

Voted unanimously yes that the Town appropriate the sum of \$ 19,843,850. to defray the expenses of the Town for Fiscal Year 2011 as printed in the Finance Committee Report on pages 34 through 40, and that said appropriation be provided by raising \$19,832,779. by taxation and transferring \$11,071. from Wetlands Fees.

ANNUAL TOWN MEETING



ARTICLE 8: RESERVE FUND – FISCAL YEAR 2011

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 (Fiscal Year 2011), or pass any vote or votes in relation thereto.
(Inserted by Finance Committee)

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

Voted majority 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 2011.

ARTICLE 9: CAPITAL STABILIZATION AND INVESTMENT FUND

To see if the Town will vote to amend the Code of the Town of Harvard by adding to Chapter 17, Capital Planning and Investment Committee and Capital Stabilization and Investment Fund, by adding thereto the following section:

§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 two-thirds 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.

(Inserted by Board of Selectmen

(2/3 vote required)

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

Voted greater than 2/3rds yes (unanimous) that the Town amend the Code of the Town of Harvard by adding to Chapter 17, Capital Planning and Investment Committee and Capital Stabilization and Investment Fund, by adding thereto the following section:

§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 two-

thirds 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 on November 17, 2010, and effective on posting date of November 23, 2010.

ARTICLE 10: CAPITAL STABILIZATION AND INVESTMENT FUND – INITIAL FUNDING

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money 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.

(Inserted by Board of Selectmen)

(2/3 vote required)

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

Voted greater than 2/3rds yes (unanimous) 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 11: CAPITAL STABILIZATION AND INVESTMENT FUND – FUNDING MECHANISM

To see if the Town will vote to amend the Code of the Town of Harvard by adding to Chapter 17, Capital Planning and Investment Committee and Capital Stabilization and Investment Fund, by adding thereto the following section:

§17-4 Capital Stabilization Funding Mechanism. In order to meet the current and long-term requests of the Capital Plan the Town will put forth an article to transfer Certified Free Cash to the Capital Stabilization and Investment Fund at the end of each fiscal year provided that there were no critical, extenuating circumstances in the current year budget cycle that were unforeseen when the budget was voted that would materially affect the level of required services or the invested balance in the General Stabilization Fund fell below 5% of the Omnibus budget as of the preceding July 1st, or pass any vote or votes in relation thereto.

(Inserted by Capital Planning and Investment Committee and Finance Committee)

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

I move that the Town amend the Code of the Town of Harvard by adding to Chapter 17 the new section as printed in Article 11 of the 2010 Annual Town Meeting Warrant.

Voted majority yes to amend the Code of the Town of Harvard by adding to Chapter 17, Capital Planning and Investment Committee and Capital Stabilization and Investment Fund, by adding thereto the following section:

§17-4 Capital Stabilization Funding Mechanism. In order to meet the current and long-term requests of the Capital Plan the Town will put forth an article to transfer Certified Free Cash to the Capital Stabilization and Investment Fund at the end of each fiscal year provided that there were no critical, extenuating circumstances in the current year budget cycle that were unforeseen when the budget was voted that would materially affect the level of required services or the invested balance in the General Stabilization Fund fell below 5% of the Omnibus budget as of the preceding July 1st.

Approved by the Attorney General on November 17, 2010, and effective on posting date of November 23, 2010.

ARTICLE 12: HARVARD SCHOOLS – ONE TON PICK-UP TRUCK

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 a one (1) ton pick-up truck, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Capital Committee

(2/3 vote required)

On a motion by Keith S. Cheveralls, 21 Quarry Lane, Capital Planning and Investment Committee and School Committee, and seconded,

Voted greater than 2/3rds yes that the Town transfer \$40,000 from the General Stabilization Fund to be expended by the School Department, with the approval of the School Committee, to purchase a one (1) ton pick-up truck, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 13: HARVARD SCHOOLS – MECHANICAL 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 School Department, with the approval of the School Committee, to upgrade the mechanical systems within The Bromfield School, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Capital Committee)

On a motion by Keith S. Cheveralls, 21 Quarry Lane, Capital Planning and Investment and School Committee, and seconded,

Voted unanimously yes that the Town raise and appropriate the sum of \$95,960. to be expended by the School Department, with the approval of the School Committee, to upgrade the mechanical systems within the Bromfield School, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 14: HILDRETH ELEMENTARY SCHOOL – RETAINING WALL AND FENCE

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 replace the retaining wall at the Hildreth Elementary School and to install a fence, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Capital Committee)

(2/3 vote required)

On a motion by Keith S. Cheveralls, 21 Quarry Lane, Capital Planning and Investment Committee and School Committee, and seconded,

Voted greater than 2/3rds yes that the Town transfer the sum of \$30,000 from the General Stabilization Fund to be expended by the School Department, with the approval of the School Committee, to replace the retaining wall at the Hildreth Elementary School and to install a fence, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 15: DEPARTMENT OF PUBLIC WORKS – HIGHWAY GARAGE ROOF

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to replace the DPW garage roof, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Capital Committee)

(2/3 vote required)

On a motion by Deborah Ricci, 19 East Bare Hill Road, Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3rds yes (unanimous) that the Town transfer \$35,000. from the General Stabilization Fund to be expended by the Director of Public Works, with the approval of the Board of Selectmen, to replace the DPW garage roof, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 16: DEPARTMENT OF PUBLIC WORKS – HEAVY EQUIPMENT

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to purchase a new heavy duty dump truck and appurtenant equipment, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Capital Committee)

(2/3 vote required)

On a motion by Deborah Ricci, 19 East Bare Hill Road, Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3rds yes that the Town raise and appropriate \$160,000. to be expended by the Director of Public Works, with the approval of the Board of Selectmen, to purchase a new heavy duty dump truck and appurtenant equipment, with unexpended funds as of June 30, 2011 being returned to their funding source; and, to provide for said appropriation, the Treasurer, with approval of the Board of Selectmen, be authorized to borrow \$160,000. under the provisions of Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 17: DEPARTMENT OF PUBLIC WORKS – BARE HILL POND DAM REPAIRS

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to be used to repair the Bare Hill Pond Dam, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Capital Committee)

(2/3 vote required)

On a motion by Deborah Ricci, 19 East Bare Hill Road, Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3rds yes (unanimous) that the Town transfer \$37,000. from the General Stabilization Fund to be expended by the Director of Public Works, with the approval of the Board of Selectmen, to repair the Bare Hill Pond Dam, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 18: 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 water services on Fairbanks and Oak Hill Roads from the existing 80 -year old six-inch diameter unlined water main and reconnect them to newer eight-inch diameter cement lined water main and take this section of said existing six inch water main out of service, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Capital Committee)

(2/3 vote required)

On a motion by Cynthia Russo, 116 Oak Hill Road, Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3rds yes (unanimous) that the Town transfer \$30,000. from the General Stabilization Fund to be expended by the Director of Public Works and the Board of Water Commissioners, with the approval of the Board of Selectmen, to remove water services on Fairbank Street and Oak Hill Road from the existing 80-year old six-inch diameter unlined water main and reconnect them to a newer eight-inch diameter cement lined water main and take this section of said existing six-inch water main out of service, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 19: 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 upgrade the water system from Littleton Road to the Town Hall, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Capital Committee)

(2/3 vote required)

On a motion by Cynthia Russo, 116 Oak Hill Road, Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3rds yes (unanimous) that the Town transfer \$70,000. from the General Stabilization Fund to be expended by the Director of Public Works and the Board of Water Commissioners, with the approval of the Board of Selectmen, to upgrade the water system from Littleton Road to the Town Hall, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 20: FIRE DEPARTMENT – SELF-CONTAINED BREATHING APPARATUS AIR BOTTLES

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 to purchase new Self-Contained Breathing Apparatus (SCBA) air bottles for the Fire Department to replace all of the current SCBA air bottles, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Capital Committee)

(2/3 vote required)

On a motion by Cynthia Russo, 116 Oak Hill Road, Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3rds yes (unanimous) that the Town transfer \$37,700. from the General Stabilization Fund to be expended by the Fire Chief to purchase new Self-Contained Breathing Apparatus (SCBA) air bottles for the Fire Department to replace all of the current SCBA air bottles, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 21: FIRE DEPARTMENT – REFURBISH ENGINE #2

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 to refurbish the 12-year old Engine #2, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Capital Committee) (2/3 vote required)

On a motion by Cynthia Russo, 116 Oak Hill Road, Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3rds yes (unanimous) that the Town transfer \$12,500. from the General Stabilization Fund to be expended by the Fire Chief, with the approval of the Board of Selectmen, to refurbish the 12-year old Engine #2, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 22: FIRE DEPARTMENT – PURCHASE NEW FIRE TRUCK

To see if the Town will vote to raise and appropriate, borrow 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 purchase a new fire truck that will replace the current Engine #4, Hose Reel Truck, with any unexpended funds as of June 30, 2012 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Capital Committee) (2/3 vote required)

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

Voted greater than 2/3rds yes (unanimous) that the Town raise and appropriate \$550,000. to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase a new fire truck that will replace the current Engine #4, Hose Reel Truck, with any unexpended funds as of June 30, 2012 being returned to their funding source; and, to provide for said appropriation, the Treasurer, with approval of the Board of Selectmen, be authorized to borrow \$550,000. under the provisions of Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 23: MUNICIPAL BUILDINGS

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 develop plans for the reuse and renovation

of the Town Hall, Old Library and/or Hildreth House for municipal government offices, community center, and/or senior center, such funds to be used for professional services including but not limited to structural engineering; architectural; mechanical, electrical and plumbing engineering; and cost estimating, with unexpended funds as of June 30, 2012 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Municipal Building Task Force) (2/3

vote required)

The following motion was made Lucy Wallace, 18 Orchard Hill, Municipal Building Task Force and Board of Selectmen, and seconded,

I move that the Town transfer \$70,000. from the General Stabilization Fund to be expended by the Board of Selectmen to develop plans for the reuse and renovation of the Town Hall, Old Library and/or Hildreth House for municipal government offices, community center, and/or senior center, which funds shall be used for professional services including but not limited to structural engineering, architectural, mechanical, electrical and plumbing engineering and cost estimating, with unexpended funds as of June 30, 2012 being returned to their funding source.

A motion by Donald Boyce, 310 Stow Road to add “, Bromfield House” after “Old Library”, was seconded.

The Municipal Building Task Force did not accept the amendment.

The motion to amend was voted majority no.

Voted greater than 2/3rds yes that the Town transfer \$70,000. from the General Stabilization Fund to be expended by the Board of Selectmen to develop plans for the reuse and renovation of the Town Hall, Old Library and/or Hildreth House for municipal government offices, community center, and/or senior center, which funds shall be used for professional services including but not limited to structural engineering, architectural, mechanical, electrical and plumbing engineering and cost estimating, with unexpended funds as of June 30, 2012 being returned to their funding source.

ARTICLE 24: FUNDING OF BORROWING COST

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 Finance Director, with the approval of the Board of Selectmen, to pay for the borrowing cost associated with the purchases of the vehicles associated with Article 16 and Article 22 on this Annual Town Meeting Warrant, or pass any vote or votes in relation thereto.

(Inserted by Capital Committee)

(2/3 vote required)

On a motion by George McKenna, 41 Old Littleton Road, Capital Planning and Investment Committee Finance Committee, and seconded,

Voted greater than 2/3rds yes (unanimous) that the Town transfer \$32,050. from the General Stabilization Fund to be expended by the Finance Director, with the approval of the Board of Selectmen, to pay for the borrowing costs associated with the purchases of the vehicles authorized under Article 16 and Article 22 of this Annual Town Meeting Warrant.

ARTICLE 25: CONTRACT – POLICE WAGES

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be added to line #17, Police Department Personnel of Article 7 of this Warrant in order to fund the collective bargaining agreement negotiated with the Police Union, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

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

Voted unanimously yes that the Town raise and appropriate \$1,600. to be added to line #17, Police Department Personnel of Article 7 of this Annual Town Meeting Warrant in order to fund the collective bargaining agreement negotiated with the Police Union.

ARTICLE 26: CONTRACT – DISPATCHER WAGES

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be added to line #19, Communications Department Personnel of Article 7 of this Warrant in order to fund the collective bargaining agreement negotiated with the Dispatchers Union, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

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

Voted unanimously yes that the Town raise and appropriate \$2,578. to be added to line #19, Communications Department Personnel of Article 7 of this Annual Town Meeting Warrant in order to fund the collective bargaining agreement negotiated with the Dispatchers Union.

ARTICLE 27: CONTRACT – PUBLIC WORKS EMPLOYEES WAGES

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be added to line #31, Public Works Personnel of Article 7 of this Warrant in order to fund the collective bargaining agreement negotiated with the Public Works Department Employees Union, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

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

Voted unanimously yes that the Town raise and appropriate \$11,850. to be added to line #31, Public Works Personnel of Article 7 of this Annual Town Meeting Warrant in order to fund the collective bargaining agreement negotiated with the Public Works Department Employees Union.

ARTICLE 28: TOWN BUILDING LIGHTING UPGRADES

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended to be expended by the Town Administrator, with the approval of the Board of Selectman, for lighting upgrades at Town Buildings, with any unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto. (Inserted by Board of Selectmen on behalf of the Harvard Energy Advisory Committee)

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

Voted unanimously yes that the Town raise and appropriate \$6,753. to be expended by the Town Administrator, with the approval of the Board of Selectman, for lighting upgrades at Town Buildings, with any unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 29: RESOLUTION TO PROACTIVELY PURSUE COMMERCIAL DEVELOPMENT IN HARVARD'S COMMERCIAL DISTRICT

To see if the Town will vote to ask the Board of Selectmen to:

- (1) Define and appoint a standing Economic Development Committee to act on the behalf of the Town for the proactive planning and implementation of desired commercial development in Harvard's Commercial District. This committee would:
 - a. be responsible for the creation and maintenance of a development plan for the Commercial District that is consistent with the overall Town Master Plan, incorporating the findings and recommendations of the Economic Development Analysis Team;
 - b. define, plan, and coordinate Town-approved infrastructure improvement projects for the Commercial District;
 - c. serve as the Town liaison for commercial landowners and developers to facilitate commercial project planning and coordination; and
 - d. advise the Board of Selectmen on policies to attract and retain businesses
- (2) Actively pursue the designation of Harvard as a new or part of an existing Economic Target Area to enable its participation in the Massachusetts Economic Development Incentive Program.

Or pass any vote or votes in relation thereto.

(Inserted by Economic Development Analysis Team)

The following motion was made by William Johnson, 72 Warren Avenue, Economic Development Analysis Team, and seconded,

I move that the Town ask the Board of Selectmen to:

(1) Appoint an Economic Development Committee (EDC) to continue the initiative for commercial development in Harvard's Commercial District. The Board of Selectmen in conjunction with the Planning Board will define the EDC mission, specify its responsibilities, set goals for the committee, and periodically review progress against these goals. This committee would:

- a. create and maintain a development plan for the Commercial District that is consistent with the overall Town Master Plan and the findings and recommendations of the Economic Development Analysis Team;
- b. identify and advise the Board of Selectmen of potential infrastructure improvement projects for the Commercial District;
- c. work with Town residents, appropriate town boards, commercial landowners and developers to facilitate commercial project planning and coordination; and
- d. advise the Board of Selectmen on policies to attract and retain businesses

(2) Actively pursue the designation of Harvard as a new or part of an existing Economic Target Area to enable its participation in the Massachusetts Economic Development Incentive Program.

A motion to amend was made by Marie Sobalvarro, 1 St. John Lane, to add "Town approved" in 1 b after "Board of Selectmen of ...", was seconded, and accepted by EDAT.

A motion by Paul Green, 288 Old Littleton Road, to move the question was seconded and voted greater than 2/3rds yes.

Voted majority yes to ask the Board of Selectmen to:

(1) Appoint an Economic Development Committee (EDC) to continue the initiative for commercial development in Harvard's Commercial District. The Board of Selectmen in conjunction with the Planning Board will define the EDC mission, specify its responsibilities, set goals for the committee, and periodically review progress against these goals. This committee would:

- a. create and maintain a development plan for the Commercial District that is consistent with the overall Town Master Plan and the findings and recommendations of the Economic Development Analysis Team;
- b. identify and advise the Board of Selectmen of potential Town approved infrastructure improvement projects for the Commercial District;
- c. work with Town residents, appropriate town boards, commercial landowners and developers to facilitate commercial project planning and coordination; and
- d. advise the Board of Selectmen on policies to attract and retain businesses

(2) Actively pursue the designation of Harvard as a new or part of an existing Economic Target Area to enable its participation in the Massachusetts Economic Development Incentive Program.

RECONSIDERATION OF ARTICLES 2, 3 and 4 after the lunch break:

On a motion by Joseph Sudol, 35 Lancaster County Road, Planning Board, and seconded,

Voted majority yes that the Town return to Articles 2, 3 and 4 for the purpose of reconsidering the action taken under these articles as a single measure.

The Planning Board presented an oral report to recommend the adoption of articles 2, 3 and 4.

On a motion by Joseph Sudol, 35 Lancaster County Road, Planning Board, and seconded,

Voted unanimously yes that the Town adopt the amendments to the Protective Bylaw as proposed under Articles 2, 3, and 4 of the 2010 Annual Town Meeting.

ARTICLE 30: OVERRIDE – BROMFIELD SCHOOL USER FEES

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to supplement Bromfield School user fees, contingent upon (i) the School Committee identifying \$31,000 in other funding to revamp the user fee program; and (ii) passage of a Proposition Two and One-Half Levy Limit Override referendum ballot question (Question #1) at the Annual Town Election to be held May 4, 2010, or pass any vote or votes in relation thereto. (Inserted by School Committee on behalf on the Bromfield School Council)

The following motion was made by Virginia Justicz, 20 Woodside Road, School Committee, and seconded,

I move that the Town raise and appropriate \$107,000. to be expended by the School Department, with the approval of the School Committee, to supplement Bromfield School user fees, contingent upon (i) the School Committee identifying \$31,000 in other funding to revamp the user fee program; and (ii) passage of a Proposition Two and One-Half Levy Limit Override referendum ballot question (Question #1) at the Annual Town Election to be held May 4, 2010.

Deborah Ricci, 19 East Bare Hill Road, made a motion, which was seconded, to reduce the amount to \$50,000.

The School Committee did not accept the motion to amend.

Voted majority NO to amend the article.

Marie Sobalvarro, 1 St. John Lane, made a motion to move the question which was seconded and voted greater than 2/3rds yes.

Voted majority NO [DOES NOT PASS] to raise and appropriate \$107,000. to be expended by the School Department, with the approval of the School Committee, to supplement Bromfield School user fees, contingent upon (i) the School Committee identifying \$31,000 in other funding

to revamp the user fee program; and (ii) passage of a Proposition Two and One-Half Levy Limit Override referendum ballot question (Question #1) at the Annual Town Election to be held May 4, 2010.

ARTICLE 31: 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 2011 Community Preservation Budget, or pass any vote or votes in relation thereto.

(Inserted by Community Preservation Committee)

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

Voted unanimously yes that the Town hear the report and recommendations of the Community Preservation Committee on the Fiscal Year 2011 Community Preservation Budget.

ARTICLE 32: RESTORATION OF TOWN HALL

To see if the Town will vote to appropriate and transfer from Community Preservation Fund Historic Reserves the sum of \$66,788 and from Fiscal Year 2011 Community Preservation Revenues the sum of \$33,212 (for a total of \$100,000), to be expended by the Board of Selectmen, with oversight by the Harvard Historical Commission, for restoration of the exterior of Town Hall, with unexpended funds as of June 30, 2012 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Community Preservation Committee)

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

Voted unanimously yes that the Town transfer \$66,788. from Community Preservation Fund Historic Reserves and \$33,212. from Fiscal Year 2011 Community Preservation Revenues for a total of \$100,000. to be expended by the Board of Selectmen, with oversight by the Harvard Historical Commission, for restoration of the exterior of Town Hall, with unexpended funds as of June 30, 2012 being returned to their funding source.

ARTICLE 33: HARVARD MUNICIPAL AFFORDABLE HOUSING TRUST FUND

To see if the Town will vote to appropriate and transfer from Community Preservation Fund Budgeted Reserves the sum of \$27,441, from the Community Preservation Fund Housing Reserve the sum of \$18,529, and from Fiscal Year 2011 Community Preservation Revenues the sum of \$29,030 (for a total of \$75,000) to be placed in the Municipal Affordable Housing Trust Fund, or pass any vote or votes in relation thereto.

(Inserted by Harvard Municipal Affordable Housing Trust and Community Preservation Committee)

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

Voted majority yes that the Town appropriate and transfer from Community Preservation Fund Budgeted Reserves \$27,441., from the Community Preservation Fund Housing Reserve \$18,529., and from Fiscal Year 2011 Community Preservation Revenues \$29,030. for a total of \$75,000. to be placed in the Harvard Municipal Affordable Housing Trust Fund.

ARTICLE 34: CONSERVATION FUND

To see if the Town will vote to appropriate and transfer from Community Preservation Fund Budgeted Reserves the sum of \$45,000 and from Fiscal Year 2011 Community Preservation Revenues the sum of \$30,000 (for a total of \$75,000) to be placed in the Conservation Fund and that any properties or interests in property purchased with these funds will require a permanent deed restriction limiting the use of the interest or property to the purpose for which it was acquired, or pass any vote or votes in relation thereto.

(Inserted by Conservation Commission and Community Preservation Committee)

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 Budgeted Reserves \$45,000. and from Fiscal Year 2011 Community Preservation Revenues \$30,000. for a total of \$75,000. to be placed in the Conservation Fund and that any properties or interests in property purchased with these funds shall be subject to a permanent deed restriction limiting the use of the interest or property to the purpose for which it was acquired.

ARTICLE 35: COMMUNITY PRESERVATION COMMITTEE – ADMINISTRATIVE EXPENSES

To see if the Town will vote to appropriate and transfer from Fiscal Year 2011 Community Preservation Revenues the sum of \$2,000 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, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Community Preservation Committee)

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 Fiscal Year 2011 Community Preservation Revenues \$2,000. 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, 2011 being returned to their funding source.

ARTICLE 36: PRESERVATION OF HISTORIC TOWN DOCUMENTS

To see if the Town will vote to appropriate and transfer from Fiscal Year 2011 Community Preservation Revenues the sum of \$33,000 to be expended by the Town Clerk, for restoration and preservation of historic town documents, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Harvard Historical Commission and Town Clerk)

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

Voted unanimously yes that the Town appropriate and transfer from Fiscal Year 2011 Community Preservation Revenues \$33,000. to be expended by the Town Clerk, for restoration and preservation of historic town documents, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 37: PRESERVATION OF HISTORIC DOCUMENTS

To see if the Town will vote to appropriate and transfer from Fiscal Year 2011 Community Preservation Revenues the sum of \$7,000 to Fruitlands Museum, for restoration and preservation of historic documents, provided that those documents are made available annually for display and public viewing in a Town of Harvard public building and may not be removed from the Town without the written consent of the Historical Commission, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Community Preservation Committee)

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

Voted majority yes that the Town vote to appropriate and transfer from Fiscal Year 2011 Community Preservation Revenues \$7,000. for the restoration and preservation of historic documents held by Fruitlands Museum, Inc., provided that those documents are made available annually for display and public viewing in a Town of Harvard public building and may not be removed from the Town without the written consent of the Historical Commission, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 38: PRESERVATION OF SHAKER GRAVE MARKERS

To see if the Town will vote to appropriate and transfer from Fiscal Year 2011 Community Preservation Revenues the sum of \$5,655 to be expended by the Harvard Historical Commission, for development of a request for proposal to restore the grave markers at the Shaker Cemetery, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Community Preservation Committee and the Historical Commission)

The following motion was made by Charles Gorss, 99 Old Littleton Road, Community Preservation Committee, and seconded,

I move that the Town appropriate and transfer from Fiscal Year 2011 Community Preservation Revenues \$5,655. to be expended by the Harvard Historical Commission for the development of a request for proposals to restore the grave markers at the Shaker Cemetery, with unexpended funds as of June 30, 2011 being returned to their funding source.

The following motion to amend was made by Peter Warren, 52 Lancaster County Road, and seconded,

I move the Town vote to appropriate and transfer from Fiscal Year 2011 Community Preservation Revenues \$5,655. to be expended by the Harvard Cemetery Commissioners for the purpose of restoring the grave markers at the Shaker Cemetery with consultation with the Harvard Historical Commission, with unexpended funds as of June 30, 2011 being returned to their funding source.

The Community Preservation Committee did not accept the amendment.

A motion by Gary Helmstetter, 48 Blanchard Road, to move the question was seconded and voted unanimously yes.

Voted majority NO to amend the motion.

The following motion to amend was made by Ronald Ricci, 19 East Bare Hill Road, and seconded,

Add “and Cemetery Commission” after “Harvard Historical Commission”

The Community Preservation Commission accepted the amendment.

Voted majority yes that the Town appropriate and transfer from Fiscal Year 2011 Community Preservation Revenues \$5,655. to be expended by the Harvard Historical Commission and Cemetery Commission for the development of a request for proposals to restore the grave markers at the Shaker Cemetery, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 39: RELEASE AND MODIFY RESTRICTION TO PROPERTY AT 105 STOW ROAD

To see if the Town will vote to authorize the Board of Selectmen to execute and record a release of the restrictions and right to repurchase set forth in a deed from the Town to Harvard Trust Non-Profit Properties, Inc. dated July 24, 1987 and recorded with the Worcester District Registry of Deeds in Book 10700, Page 328, as amended by the Agreement to Release and Modify Restrictions dated May 15, 1995, and recorded with said Registry of Deeds in Book 17510, Page 378 and to accept an affordable housing restriction in a form acceptable to the Board of Selectmen affecting the property located at 105 Stow Road, Harvard, Massachusetts, or take any other action relative thereto which may include the removal of all restrictive covenants on said property.

(Inserted by Board of Selectmen)

On a motion by Marie Sobalvarro, 1 St. John Lane, Board of Selectmen and seconded,

Voted greater than 2/3rds yes that the Town authorize the Board of Selectmen to execute and record a release of the restrictions and right to repurchase set forth in a deed from the Town to Harvard Trust Non-Profit Properties, Inc. dated July 24, 1987 and recorded with the Worcester District Registry of Deeds in Book 10700, Page 328, as amended by the Agreement to Release and Modify Restrictions dated May 15, 1995, and recorded with said Registry of Deeds in Book 17510, Page 378 and to accept an affordable housing restriction in a form acceptable to the Board of Selectmen affecting the property located at 105 Stow Road, Harvard, Massachusetts.

ARTICLE 40: GENERAL BYLAWS – CHAPTER 110: VEHICLES, UNREGISTERED OR JUNKED

To see if the Town will vote to amend the Code of the Town of Harvard by adding to Chapter 110, Vehicles, Unregistered or Junked, Section 110-5 – Violations and Penalties by adding the following language at the end of the section:

“If any person continues to violate the provisions of this bylaw after 60 days following receipt by him of written notice of such violation from the Police Department, the Chief of Police may pursue the appropriate legal process or processes for the removal and storage of any and all vehicles identified in the violation notice at the expense of the owner(s) of said vehicle(s).”

or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

The following motion was made by Peter Warren, 52 Lancaster County Road, Board of Selectmen, and seconded,

I move that the Town amend the Code of the Town of Harvard by adding to Chapter 110, Vehicles, Unregistered or Junked, Section 110-5 – Violations and Penalties, the sentence as printed in Article 40 of the 2010 Annual Town Meeting Warrant.

Voted unanimously yes that to amend the Code of the Town of Harvard by adding to Chapter 110, Vehicles, Unregistered or Junked, Section 110-5 – Violations and Penalties by adding the following language at the end of the section:

“If any person continues to violate the provisions of this bylaw after 60 days following receipt by him of written notice of such violation from the Police Department, the Chief of Police may pursue the appropriate legal process or processes for the removal and storage of any and all vehicles identified in the violation notice at the expense of the owner(s) of said vehicle(s).”

Approved by the Attorney General on August 23, 2010.

ARTICLE 41: AMEND GENERAL BYLAWS – STRETCH ENERGY CODE

To see if the Town will vote to amend the Code of the Town of Harvard by adding thereto Chapter 98 entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 120 AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including amendments or modifications thereto, as set forth below:

Chapter 98 STRETCH ENERGY CODE

§98-1 Definitions.

International Energy Conservation Code (IECC) 2009 - The International Energy Conservation Code (IECC) is a building code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency. Commencing on July 1, 2010, the baseline energy conservation requirements of the Massachusetts State Building Code will default to IECC 2009 and Massachusetts amendments.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 120 AA, the Stretch Energy Code is the International Energy Conservation Code (IECC) 2009 with amendments contained herein.

§ 98-2 Purpose. The purpose of 780 CMR 120.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

§ 98-3 Applicability. The Stretch Energy Code applies to residential and commercial buildings. Buildings not included in the scope of this code shall comply with 780 CMR 13, 34, 61, or 93, as applicable.

§98-4 Stretch Code. The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 120 AA, including any amendments or modifications thereto, is herein incorporated by reference into this Chapter.

§98-5 Enforcement. The Stretch Code shall be enforced by the Building Commissioner.
Or pass any vote or votes in relation thereto.
(Inserted by Harvard Energy Advisory Committee)

On a motion by Eric Broadbent, 73 Oak Hill Road, Harvard Energy Advisory Committee, and seconded,

Voted unanimously yes to take no action.

ARTICLE 42: REGIONAL HOUSEHOLD HAZARDOUS WASTE

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be used in conjunction with the funds in Line #34 of the Fiscal Year 2011 budget found in this Warrant for the purpose of joining with other communities to form a Regional Household Hazardous Waste program, with unexpended funds as of June 30, 2011 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by the Board of Selectmen and DPW Superintendent)

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

Voted unanimously yes that the Town raise and appropriate \$4,271. to be used in conjunction with the funds in Line #34 of the Fiscal Year 2011 Budget in Article 7 of the 2010 Annual Town Meeting Warrant for the purpose of joining with other communities to form a Regional Household Hazardous Waste program, with unexpended funds as of June 30, 2011 being returned to their funding source.

ARTICLE 43: AGRICULTURAL ADVISORY COMMISSION – BUDGET

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to provide the Agricultural Advisory Commission with a budget for Fiscal Year 2011, with unexpended funds as of June 30, 2012 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Agricultural Advisory Commission)

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

Voted unanimously yes that the Town raise and appropriate \$2,000. to provide the Agricultural Advisory Commission with a budget for Fiscal Year 2011, with unexpended funds as of June 30, 2012 being returned to their funding source.

ARTICLE 44: EASEMENT FOR AFFORDABLE SENIOR APARTMENTS ON AYER ROAD

To see if the Town will vote to authorize a.) the Harvard Conservation Commission to grant a Nitrogen Loading Restriction and Easement on a portion of the land owned by the Town of Harvard on Ayer Road, described in a deed recorded with the Worcester South Registry of Deeds in Book 6223, Page 264, the easement area being shown on a plan dated May 29, 2009, entitled “Exhibit Plan – Public Water Supply Zone 1 and Nonfacility Credit Land” prepared by Goldsmith, Prest & Ringwall, Inc., a copy of which plan is on file in the Office of the Town Clerk, said easements to be granted to Wheeler Realty Trust, or its successor, Bowers Brook Apartments LLC, Ayer Road Realty LLC, and Harvard Office Park LLC, being the owners of the land located at 196, 198 and 200 Ayer Road in order to permit the construction of forty-two affordable senior apartments at 196 Ayer Road; and b.) the Board of Selectmen to petition the General Court of the Commonwealth to enact a special act authorizing said grant of a nitrogen loading restriction and easement and a change of use in said portion of Town-owned conservation land, or pass any vote or votes in relation thereto.

(Inserted by the Conservation Commission)

On a motion by James Breslauer, 130 Poor Farm Road, Conservation Commission, and seconded,

Voted greater than 2/3rds yes that the Town authorize a.) the Harvard Conservation Commission to grant a Nitrogen Loading Restriction and Easement on a portion of the land owned by the Town of Harvard on Ayer Road, described in a deed recorded with the Worcester South Registry of Deeds in Book 6223, Page 264, the easement area being shown on a plan dated May 29, 2009, entitled “Exhibit Plan – Public Water Supply Zone 1 and Nonfacility Credit Land” prepared by Goldsmith, Prest & Ringwall, Inc., a copy of which plan is on file in the Office of the Town Clerk, said easements to be granted to Wheeler Realty Trust, or its successor, Bowers Brook LLC, Ayer Road Realty LLC, and Harvard Office Park LLC, being the owners of the land located at 196, 198 and 200 Ayer Road in order to permit the construction of forty-two affordable senior apartments at 196 Ayer Road; and b.) the Board of Selectmen to petition the General Court of the Commonwealth to enact a special act authorizing said grant of a nitrogen loading restriction and easement and a change of use in said portion of Town-owned conservation land.

ARTICLE 45: LOCAL OPTION MEALS TAX

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 64L, Section 2A to impose a local meals excise tax, or pass any vote or votes in relation thereto.
(Inserted by Board of Selectmen)

On a motion by Marie Sobalvarro, 1 St. John Lane, Board of Selectmen, and seconded,

Voted majority NO that the Town that the Town accept the provisions of Massachusetts General Laws Chapter 64L, Section 2(a) to impose a local meals excise.

ARTICLE 46: ACCEPT M.G.L. CHAPTER 40, SECTION 22F

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 22F, which provides as follows:

“Any municipal board or officer empowered to issue a license, permit, certificate, or to render a service or perform work for a person or class of persons, may, from time to time, fix reasonable fees for all such licenses, permits, or certificates issued pursuant to statutes or regulations wherein the entire proceeds of the fee remain with such issuing city or town, and may fix reasonable charges to be paid for any services rendered or work performed by the city or town or any department thereof, for any person or class of persons; provided, however, that in the case of a board or officer appointed by an elected board, the fixing of such fee shall be subject to the review and approval of such elected board.

A fee or charge imposed pursuant to this section shall supersede fees or charges already in effect, or any limitations on amounts placed thereon for the same service, work, license, permit or certificate; provided, however, that this section shall not supersede the provisions of sections 31 to 77, inclusive, of chapter 6A, chapter 80, chapter 83, chapter 138, sections 121 to 131N, inclusive, of chapter 140 or section 10A of chapter 148. The provisions of this section shall not apply to any certificate, service or work required by chapters fifty to fifty-six, inclusive, or by chapter sixty-six. The fee or charge being collected immediately prior to acceptance of this section for any license, permit, certificate service or work will be utilized until a new fee or charge is fixed under this section.

The provisions of this section may be accepted in a city by a vote of the city council, with the approval of the mayor if so required by law, and in a town by vote of the town meeting, or by vote of the town council in towns with no town meeting.”

(Inserted by Board of Selectmen)

On a motion by Marie Sobalvarro, 1 St. John Lane, Board of Selectmen, and seconded,

Voted unanimously yes that the Town that the Town accept the provisions of Massachusetts General Laws Chapter 40, Section 22F.

ARTICLE 47: TOWN CLERK – CHANGE SUNSET FOR BALLOT BOX REPLACEMENT

To see if the Town will vote to extend the expenditure sunset clause of Article 14, Ballot Box Replacement, of the May 2, 2009 Annual Town Meeting Warrant from June 30, 2010 to June 30, 2012, or pass any vote or votes in relation thereto.

(Inserted by Town Clerk)

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

Voted unanimously yes that the Town extend the expenditure sunset clause of Article 14, Ballot Box Replacement, of the 2009 Annual Town Meeting Warrant from June 30, 2010 to June 30, 2012.

A motion to consider combining articles 48, 49, and 50 was made by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, was seconded, and voted unanimously yes. [See wording after article 50.]

ARTICLE 48: 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 Fiscal Year 2011, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

ARTICLE 49: 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 Fiscal Year 2011, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

ARTICLE 50: 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 \$85,000 in Fiscal Year 2011, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

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

Voted unanimously 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 Fiscal Year 2011; 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 Fiscal Year 2011; and that the Town vote to re-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 \$85,000. in Fiscal Year 2011.

ARTICLE 51: 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.
(Inserted by Board of Selectmen)

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

Voted unanimously yes that the Town take no action on Article 51 of the 2010 Annual Town Meeting Warrant.

ARTICLE 52: 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.
(Inserted by Board of Selectmen)

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

Voted unanimously yes that the Town accept State funds to be used for reconstruction and improvements of public ways.

The meeting was dissolved at 3:48 P.M.

Lucy Wallace was recognized as Citizen of Note.

Elizabeth May, 103 years old, is the oldest citizen in the Town of Harvard. She will receive the Boston Post Cane Award.

Checkers for the meeting were Gail Conlin, Robert Hughes, Frances Maiore, Marylin Morgan, Ruth Miller, and Jane Venditti. They checked in 300 voters out of a total of 4031 registered voters (3784 active voters).

Respectively submitted,

Janet A. Vellante
Town Clerk

TOWN ELECTION

May 4, 2010

The Annual Town Election was held on May 4, 2010, in the Bromfield School Cafeteria. The polls were opened at 7:00 a.m. by Warden Janet Wilhelm. There were 4031 registered voters (3784 active voters) and a total of 1217 persons cast their votes with the following results:

MODERATOR

	for one year	Vote	for ONE
Robert E. Eubank		918	
Scatterings		5	
Blanks	294		

SELECTMAN

	for three years	Vote for not more than TWO
Timothy A. Clark		763
William N. Johnson		815
Scatterings		46
Blanks		810

CEMETERY COMMISSIONER

	for three years	Vote for ONE
Bruce R. Dolimount		891
Scatterings		1
Blanks		325

COMMUNITY PRESERVATION COMMITTEE

	for three years	Vote ONE
Steven D. Rowse (write-in)		146
Deborah Skauen-Hincliffe (write-in)		47
Michele A. Girard (write-in)		42
Scatterings		30
Blanks		952

COMMUNITY PRESERVATION COMMITTEE

for one year

Vote ONE

Deborah B. Ricci	810
Scatterings	29
Blanks	378

HARVARD BOARD OF HEALTH

for three years

Vote for ONE

S. Lorin Johnson	886
Scatterings	5
Blanks	326

HOUSING AUTHORITY

for five years

Vote for ONE

Christopher Green	834
Scatterings	3
Blanks	380

HOUSING AUTHORITY

for four years

Vote for ONE

Wade Holtzman	817
Scatterings	2
Blanks	398

LIBRARY TRUSTEE

for three years

Vote for not more than TWO

Martha N. Green	843
Peter E. Jackson	863
Scatterings	0
Blanks	728

PARK AND RECREATION COMMISSIONER

for three years

Vote for ONE

Eric L. Dyer	852
Scatterings	1
Blanks	364

PLANNING BOARD

for three years

Vote for ONE

Joseph R. Sudol	811
Scatterings	3
Blanks	403

PLANNING BOARD

for two years

Vote for ONE

Wayne T. McFarland	791
Scatterings	0
Blanks	426

SCHOOL COMMITTEE MEMBER

for three years

Vote for ONE

Stuart Sklar	439
Kirsten A. Wright	765
Scatterings	0
Blanks	13

TREE WARDEN

for one year

Vote for ONE

Christian A. Bilodeau	933
Scatterings	2
Blanks	282

WARNER FREE LECTURE SOCIETY TRUSTEE

for three years

Vote for not more than TWO

Patricia H. Jennings	889
Sheila R. Simollardes	810
Scatterings	1
Blanks	734

WARNER FREE LECTURE SOCIETY TRUSTEE

for two years

Vote for ONE

Thomas J. Aciukewicz	903
Scatterings	2
Blanks	312

WATER COMMISSIONER

for three years

Vote for ONE

Willaim F. Barton	841
Scatterings	1
Blanks	375

QUESTION #1 – Proposition 2 ½ Levy Limit General Override

Shall the Town of Harvard be allowed to assess an additional \$107,000 in real estate and personal property taxes for the purposes of supplementing user fees at the Bromfield School for the fiscal year beginning July first, nineteen hundred and ten?

Yes	305
No	834
Blanks	78

The polls were closed at 8:00 p.m. by Warden Janet Wilhelm and the results were announced at 9:29 PM.

Fifty-four (54) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante
Town Clerk

STATE PRIMARY

September 14, 2010

The State Primary was held on September 14, 2010, in the Bromfield School. The polls were opened at 7:00 a.m. by Warden Janet Wilhelm. There were 4032 registered voters (3791 active voters) and a total of 807 persons (21 % of the active voters) cast their votes with the following results:

DEMOCRATIC PARTY VOTES – 417

GOVERNOR

Deval L. Patrick	387
Scatterings	3
Blanks	27

LIEUTENANT GOVERNOR

Timothy P. Murray	374
Scatterings	0
Blanks	43

ATTORNEY GENERAL

Martha Coakley	385
Scatterings	1
Blanks	31

SECRETARY OF STATE

William Francis Galvin	364
Scatterings	0
Blanks	53

TREASURER

Steven Grossman	262
Stephen J. Murphy	83
Scatterings	0
Blanks	72

AUDITOR

Suzanne M. Bump	205
Guy William Glodis	75
Mike Lake	71
Scatterings	0
Blanks	66

REPRESENTATIVE IN CONGRESS – fifth district

Nicola S. Tsongas	380
Scatterings	0
Blanks	37

COUNCILLOR – third district

Marilyn M. Petitto Devaney	145
Corey A. Belanger	114
Scatterings	0
Blanks	158

SENATOR IN GENERAL COURT – Middlesex & Worcester district

James B. Eldridge	383
Scatterings	0
Blanks	34

REPRESENTATIVE IN GENERAL COURT – thirty-seventh Middlesex district

Jennifer E. Benson	371
Scatterings	1
Blanks	45

DISTRICT ATTORNEY – middle district

Joseph D. Early, Jr.	308
Scatterings	1
Blanks	108

SHERIFF – Worcester County

Scot J. Bove	131
Thomas J. Foley	149
Scatterings	0
Blanks	137

REPUBLICAN PARTY VOTES – 387

GOVERNOR

Charles D. Baker	330
Scatterings	22
Blanks	35

LIEUTENANT GOVERNOR

Richard R. Tisei	310
Keith Davis (write-in)	20
Scatterings	1
Blanks	56

ATTORNEY GENERAL

Guy Carbone (write-in)	20
James McKenna (write-in)	116
Scatterings	3
Blanks	248

SECRETARY OF STATE

William C. Campbell	300
Scatterings	0
Blanks	87

TREASURER

Karyn E. Polito	308
Scatterings	0
Blanks	79

AUDITOR

Mary Z. Connaughton	263
Kamal Jain	70
Scatterings	0
Blanks	54

REPRESENTATIVE IN CONGRESS – fifth district

Jonathan A. Golnik	165
Sam S. Meas	102
Robert L. Shapiro	23
Thomas J.M. Weaver	80
Scatterings	1
Blanks	16

COUNCILLOR – third district

Scatterings	2
Blanks	385

SENATOR IN GENERAL COURT – Middlesex & Worcester district

George M. Thompson	289
Scatterings	0
Blanks	98

REPRESENTATIVE IN GENERAL COURT – thirty-seventh Middlesex district

Kurt Hayes	335
Scatterings	0
Blanks	52

DISTRICT ATTORNEY – middle district

Scatterings	6
Blanks	379

SHERIFF – Worcester County

Lewis G. Evangelidis	285
Scatterings	2
Blanks	100

LIBERTARIAN PARTY VOTES – 3

GOVERNOR

Scatterings	1
Blanks	2

LIEUTENANT GOVERNOR

Scatterings	0
Blanks	3

ATTORNEY GENERAL

Scatterings	0
Blanks	3

SECRETARY OF STATE

Scatterings	0
Blanks	3

TREASURER

Scatterings	1
Blanks	2

AUDITOR

Scatterings	0
Blanks	3

REPRESENTATIVE IN CONGRESS – fifth district

Scatterings	0
Blanks	3

COUNCILLOR – third district

Scatterings	0
Blanks	3

SENATOR IN GENERAL COURT – Middlesex & Worcester district

Scatterings	0
Blanks	3

REPRESENTATIVE IN GENERAL COURT – thirty-seventh Middlesex district

Scatterings	0
Blanks	3

DISTRICT ATTORNEY – middle district

Scatterings	0
Blanks	3

SHERIFF – Worcester County

Scatterings	0
Blanks	3

The polls were closed at 8:00 p.m. by Warden Janet Wilhelm and the results were announced at 9:21 PM.

Forty-seven (47) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante
Town Clerk

STATE ELECTION

November 2, 2010

The State Election was held on November 2, 2010, in the Bromfield School. The polls were opened at 7:00 a.m. by Warden Janet Wilhelm. There were 2878 registered voters (3853 active voters) and a total of 4079 persons (75 % of the active voters) cast their votes with the following results:

GOVERNOR AND LIEUTENANT GOVERNOR

Patrick and Murray	Democratic	1521
Baker and Tisei	Republican	1144
Cahill and Loscocco	Independent	122
Stein and Purcell	Green-Rainbow	44
Scatterings		0
Blanks		47

ATTORNEY GENERAL

Martha Coakley	Democratic	1746
James P. McKenna	Republican	1064
Scatterings		0
Blanks		68

SECRETARY OF STATE

William Francis Galvin	Democratic	1685
William C. Campbell	Republican	958
James D. Henderson	Unenrolled	101
Scatterings		0
Blanks		134

TREASURER

Steven Grossman	Democratic	1523
Karyn E. Polito	Republican	1201
Scatterings		2
Blanks		152

AUDITOR

Suzanne M. Bump	Democratic	1212
Mary Z. Connaughton	Republican	1278
Nathanael Alexander Fortune	Green-Rainbow	148
Scatterings		1
Blanks		239

REPRESENTATIVE IN CONGRESS (Fifth District)

Nicola S. Tsongas	Democratic	1669
Jonathan A. Golnik	Republican	1082
Dale E. Brown	Liberty	31
Robert M. Clark	Citizen Legislator	27
Scatterings		2
Blanks		67

COUNCILLOR (Third District)

Marilyn M. Petitto Devaney	Democratic	1404
Nicholas A. Iannuzzi	Independent	990
Scatterings		1
Blanks		483

SENATOR IN GENERAL COURT (Middlesex and Worcester District)

James B. Eldridge	Democratic	1765
George M. Thompson	Republican	1004
Scatterings		1
Blanks		108

REPRESENTATIVE IN GENERAL COURT (37th Middlesex District)

Jennifer E. Benson	Democratic	1536
Kurt Hayes.	Republican	1219
Scatterings		1
Blanks		122

DISTRICT ATTORNEY (Middle District)

Joseph D. Early, Jr.	Democratic	1812
Scatterings		23
Blanks		1043

SHERIFF (Worcester County)

Lewis G. Evangelidis	Republican	1062
Thomas J. Foley	Democratic	1244
Keith E. Nicholas	Independent	200
Scatterings		1
Blanks		371

QUESTION 1: REMOVE THE MASSACHUSETTS SALES TAX ON ALCOHOLIC BEVERAGES AND ALCOHOL

Yes	1294
No	1470
Blanks	114

QUESTION #2 – REPEAL 40B

Yes	1570
No	1177
Blanks	131

QUESTION #3 – REDUCE THE SALES TAX TO 3%

Yes	1186
No	1641
Blanks	51

QUESTION #4 – Non-binding

Shall the state representative from this district be instructed to vote in favor of legislation that would accelerate the completion of improvements to Route 2 in order to reduce traffic congestion and commute time and improve safety on Route 2 between I-495 and Route 128?

Yes	2290
No	370
Blanks	218

QUESTION #5 – Non-binding

Shall the state representative from this district be instructed to vote in favor of legislation that would require proof of legal residence in Massachusetts before an applicant could obtain publicly-funded state benefits?

Yes	2247
No	424
Blanks	207

The polls were closed at 8:00 P.M. by Warden Janet Wilhelm. The results were announced at 9:19 P.M. A total of 2878 ballots were cast, including 200 absentee ballots.

Respectfully submitted,

Janet A. Vellante
Town Clerk

SPECIAL TOWN MEETING

November 9, 2010

The meeting was called to order in Bromfield's Cronin Auditorium at 7:14 p.m. by Moderator, Robert Eubank. The call of the meeting and the return of service were found to be in order by Town Clerk Janet A. Vellante.

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

Timothy Bragan	Town Administrator
Thomas Jefferson	Superintendent of Schools
Mark Lanza	Town Counsel
Lorraine Leonard	Finance Director
Kathleen Doherty	President of Harvard Teachers' Association
Ian Findlayson	Manager, Department of Energy Resources

ARTICLE 1: Amendment Correction to the Zoning Map

To see if the Town will vote to correct the error made during the 2010 Annual Town Meeting (Article 3) in regards to the replacement of Zoning Map by properly designating it as §125-42, not §125-43 as it was printed in the warrant, or take any action in relation thereto.

On a motion by Craig Bardenheuer, 101 Ayer Road, Planning Board, and seconded,

Voted majority yes to take no action.

ARTICLE 2: AMEND THE PROTECTIVE BYLAW

To see if the Town will vote to amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by inserting the following new section:

§125-53 Large-Scale Ground-Mounted Solar Photovoltaic Facilities Overlay District.

A. Purpose and Objectives. The purpose of this Section is to promote the creation of new large-scale ground-mounted solar photovoltaic facilities (SPFs) by:

- (1) establishing areas for construction of SPFs;
- (2) providing standards for the placement, design, construction, operation, monitoring, modification and removal of such facilities, which standards address public safety and minimize impacts on scenic, natural and historic resources; and
- (3) providing adequate financial assurance for the eventual decommissioning of such facilities.

B. Applicability. This Section 125-53 applies to and permits the installation and operation of large-scale (nameplate capacity of 250 kW DC or greater) ground-mounted SPFs in accordance with the provisions hereunder. This section also pertains to physical modifications that materially alter the type, configuration, or size of these facilities or related equipment.

C. Location: The Solar Photovoltaic Facilities Overlay District shall consist of the following areas: An area of approximately 10.18 acres within Assessor's Map 17A, Parcel 14, with frontage of 110 feet along Harvard Depot Road, bounded as follows: from the intersection of the northern lot boundary with Depot Road, running roughly west for 889 feet, then south 464 feet, then east 659 feet and then northerly following Bowers Brook to Depot Road 587 feet.

D. Review Criteria and Considerations.

(1) No building permit shall be issued for an SPF without prior approval by the Planning Board of a site plan in accordance with the provisions of Section 125-38 of this Protective Bylaw. Site plans shall be deemed constructively approved if not acted upon within one year after submission of complete plans.

(2) Applications for Site Plan Review shall include evidence that the utility company that operates the electrical grid where the facility is to be located has been informed and consents to the solar photovoltaic facility owner or operator's plan to connect to the electrical grid. Off-grid systems are exempt from this requirement.

(3) The height of all structures comprising the SPF shall not exceed 20 feet above the pre-existing natural grade.

(4) The applicant shall submit a plan for the operation and maintenance of the SPF.

(5) The owner, operator, successors, and assigns of the SPF shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures.

E. Nonuse. All structures associated with an SPF shall be removed within one year of cessation of use. The owner or operator shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Removal shall include:

(1) Removal of all structures, equipment, security barriers and transmission lines from the site.

(2) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.

(3) After consultation with the Planning Board, stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below grade foundations in order to minimize erosion and disruption to vegetation.

F. Compliance. Applicants, other than governmental authorities, shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the SPF and remediate the landscape, in an amount and form determined to be reasonable by the Planning Board, but in no event to exceed 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent. The project proponent shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation. ; or take any action in relation thereto.

On a motion by Kara Minar, 204 Still River Road, Planning Board, and seconded,

Voted greater than 2/3rds yes that the Town amend the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, by inserting therein the following new section:

§125-53 Large-Scale Ground-Mounted Solar Photovoltaic Facilities Overlay District.

A. Purpose and Objectives. The purpose of this Section is to allow the creation of new large-scale ground-mounted solar photovoltaic facilities (SPFs) by:

- (1) establishing areas for construction of SPFs;
- (2) providing standards for the placement, design, construction, operation, monitoring, modification and removal of such facilities, which standards address public safety and minimize impacts on scenic, natural and historic resources; and
- (3) providing adequate financial assurance for the eventual decommissioning of such facilities.

B. Applicability. This Section 125-53 applies to and permits the installation and operation of large-scale (nameplate capacity of 250 kW DC or greater) ground-mounted SPFs in accordance with the provisions hereunder. This section also pertains to physical modifications that materially alter the type, configuration, or size of these facilities or related equipment.

C. Location: The Solar Photovoltaic Facilities Overlay District shall consist of the following areas: An area of approximately 10.18 acres within Assessor's Map 17A, Parcel 14, a portion of which contains the capped former landfill, with frontage of approximately 146 feet along Harvard Depot Road, bounded as follows: from the intersection of the northern lot boundary with Depot Road, running roughly west for 889 feet, then south 469 feet, then east 661 feet and then northerly following Bowers Brook to Depot Road 587 feet.

D. Review Criteria and Considerations.

- (1) No building permit shall be issued for an SPF without prior approval by the Planning Board of a site plan in accordance with the provisions of Section 125-38 of this Protective Bylaw. Site plans shall be deemed constructively approved if not acted upon within one year after submission of complete plans.
- (2) Applications for Site Plan Review shall include evidence that the utility company that operates the electrical grid where the facility is to be located has been informed and consents to the solar photovoltaic facility owner or operator's plan to connect to the electrical grid. Off-grid systems are exempt from this requirement.
- (3) The height of all structures comprising the SPF shall not exceed 20 feet above the pre-existing natural grade.

(4) The applicant shall submit a plan for the operation and maintenance of the SPF.

(5) The owner, operator, successors, and assigns of the SPF shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures.

E. Nonuse. All structures associated with an SPF shall be removed within one year of cessation of use. The owner or operator shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Removal shall include:

(1) Removal of all structures, equipment, security barriers and transmission lines from the site.

(2) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.

(3) After consultation with the Planning Board, stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below grade foundations in order to minimize erosion and disruption to vegetation.

F. Compliance. Applicants, other than governmental authorities, shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the SPF and remediate the landscape, in an amount and form determined to be reasonable by the Planning Board, but in no event to exceed 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent. The project proponent shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

Approved by the Attorney General on February 15, 2011.

ARTICLE 3: AMEND THE ZONING MAP

To see if the Town will vote to amend the existing **Zoning Map referenced in §125-42 and appended to the Protective Bylaw** to include Solar Photovoltaic Facilities Overlay District; located as described in §125-53 C of the Protective Bylaw ; or take any action in relation thereto.

On a motion by Craig Bardenheuer, 101 Ayer Road, Planning Board, and seconded,

Voted greater than 2/3rds yes that the Town amend the existing **Zoning Map referenced in §125-43 and appended to the Protective Bylaw as 125 Attachment 1** to include Solar Photovoltaic Facilities Overlay District; located as described in §125-53 C of the Protective Bylaw.

Approved by the Attorney General on February 15, 2011.

ARTICLE 4: AMEND GENERAL BYLAWS – STRETCH ENERGY CODE

To see if the Town will vote to amend the Code of the Town of Harvard by adding thereto Chapter 98 entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 120 AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including amendments or modifications thereto, as set forth below, or take any other action relative thereto.

Chapter 98 STRETCH ENERGY CODE

§98-1 Definitions.

International Energy Conservation Code (IECC) 2009 - The International Energy Conservation Code (IECC) is a building code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency. Commencing on July 1, 2010, the baseline energy conservation requirements of the Massachusetts State Building Code will default to IECC 2009 and Massachusetts amendments.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 120 AA, the Stretch Energy Code is the International Energy Conservation Code (IECC) 2009 with amendments contained herein.

§ 98-2 Purpose. The purpose of 780 CMR 120.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

§ 98-3 Applicability. The Stretch Energy Code applies to residential and commercial buildings. Buildings not included in the scope of this code shall comply with 780 CMR 13, 34, 61, or 93, as applicable.

§98-4 Stretch Code. The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 120 AA, including any amendments or modifications thereto, is herein incorporated by reference into this Chapter.

§98-5 Enforcement. The Stretch Code shall be enforced by the Building Commissioner.

Or take any vote or votes in relation thereto.

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

Voted majority yes that the Town amend the Code of the Town of Harvard by adding thereto Chapter 98 entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 120 AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including amendments or modifications thereto, as set forth below and to take effect on July 1, 2011.

Chapter 98

STRETCH ENERGY CODE

§98-1 Definitions.

International Energy Conservation Code (IECC) 2009 - The International Energy Conservation Code (IECC) is a building code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency. Commencing on July 1, 2010, the baseline energy conservation requirements of the Massachusetts State Building Code will default to IECC 2009 and Massachusetts amendments.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 120 AA, the Stretch Energy Code is the International Energy Conservation Code (IECC) 2009 with amendments contained herein.

§ 98-2 Purpose. The purpose of 780 CMR 120.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

§ 98-3 Applicability. The Stretch Energy Code applies to residential and commercial buildings. Buildings not included in the scope of this code shall comply with 780 CMR 13, 34, 61, or 93, as applicable.

§98-4 Stretch Energy Code. The Stretch Energy Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 120 AA, including any amendments or modifications thereto, is herein incorporated by reference into this Chapter.

§98-5 Enforcement. The Stretch Code shall be enforced by the Building Commissioner.

Approved by the Attorney General on February 15, 2011 and effective on posting date on February 17, 2011.

ARTICLE 5: HOME RULE LEGISLATION

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation entitled, “An Act to Authorize the Town of Harvard to Negotiate and Purchase Group Insurance Policies for Employees and Dependents Without Being Subject to Collective Bargaining” as set forth below, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

AN ACT TO AUTHORIZE THE TOWN OF HARVARD TO NEGOTIATE AND PURCHASE GROUP INSURANCE POLICIES FOR EMPLOYEES AND DEPENDENTS WITHOUT BEING SUBJECT TO COLLECTIVE BARGAINING

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. Notwithstanding the provisions of chapter 32B and chapter 150E of the General Laws or any other general or special law to the contrary, the Town of Harvard is authorized to negotiate and purchase group insurance policies for Employees and Dependents without being subject to collective bargaining as defined in chapter 150E of the general laws.

Section 2. Further, the Town of Harvard is also authorized to alter current and future plan design features, and that such action shall not be subject to collective bargaining as defined in chapter 150E of the general laws.

Section 3. Further, the Town of Harvard is also authorized, but not mandated to participate in, and/or join the Group Insurance Commission ("GIC") pursuant to G.L. chapter 32A, and such action shall not be subject to collective bargaining as defined in chapter 150E of the general laws.

Section 4. The provisions of this act shall not affect obligations under any collective bargaining agreement(s), while such agreements are in effect.

Section 5. This action shall take effect upon its passage.
Or take any action in relation thereto.

On a motion by Marie Sobalvarro, 1 St. John Lane, Board of Selectmen, and seconded,

Voted 138 yes and 117 no, that the Town authorize the Board of Selectmen to petition the General Court for special legislation entitled, "An Act to Authorize the Town of Harvard to Negotiate and Purchase Group Insurance Policies for Employees and Dependents Without Being Subject to Collective Bargaining" as set forth below, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition:

**AN ACT TO AUTHORIZE THE TOWN OF HARVARD TO NEGOTIATE AND PURCHASE
GROUP INSURANCE POLICIES FOR EMPLOYEES AND DEPENDENTS WITHOUT
BEING SUBJECT TO COLLECTIVE BARGAINING**

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. Notwithstanding the provisions of chapter 32B and chapter 150E of the General Laws or any other general or special law to the contrary, the Town of Harvard is authorized to negotiate and purchase group insurance policies for Employees and Dependents without being subject to collective bargaining as defined in chapter 150E of the general laws.

Section 2. Further, the Town of Harvard is also authorized to alter current and future plan design features, and that such action shall not be subject to collective bargaining as defined in chapter 150E of the general laws.

Section 3. Further, the Town of Harvard is also authorized, but not mandated to participate in, and/or join the Group Insurance Commission (“GIC”) pursuant to G.L. chapter 32A, and such action shall not be subject to collective bargaining as defined in chapter 150E of the general laws.

Section 4. The provisions of this act shall not affect obligations under any collective bargaining agreement(s), while such agreements are in effect.

Section 5. This action shall take effect upon its passage.

ARTICLE 6: REVOLVING FUND – PUBLIC BUILDING PROJECT

To see if the Town will vote to authorize a revolving account, as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund the costs associated with the reutilization of the old Library with the revenue or expenditures of this account not to exceed \$10,000 in Fiscal Year 2011, 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 authorize the establishment of a revolving account pursuant to by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund the costs associated with the reutilization of the old Library with the revenue or expenditures by the Municipal Building Committee, of this account not to exceed \$10,000. in Fiscal Year 2011.

The meeting was dissolved at 9:45 P.M.

Checkers for the meeting were James DeZutter, Marie Finnegan, Anthony Fiore, and Carol Lee Tonge. They checked in 380 voters out of a total of 4089 registered voters (3866 active voters).

Tellers for the meeting were Collyn Bradley, Patricia Jennings, Mark Russell, Joseph Theriault, James Ware, and Darrell Wickman.

Respectively submitted,

Janet A. Vellante
Town Clerk



OFFICE OF THE TOWN CLERK

A special election was held in January to fill the United States Senate seat vacated by the death of Senator Edward Kennedy. There was one special town meeting in 2010.

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.

The Town Clerk has continued her education by attending classes offered through the Massachusetts Town Clerks' Association, and the City and Town Clerks' Association of Worcester County. She is currently serving a three year term on the Executive Board of the Massachusetts Town Clerks' Association.

On July 1, 2010, the revised Open Meeting Law, under the auspices of the new Division of Open Government of the Attorney General's Office, created significant changes to the process of posting meetings. The Town Clerk now posts all meetings to the Town of Harvard's website.

The Town Clerk's Office continues to serve as a licensing agent for the Division of Fisheries & Wildlife, issuing 18 fishing and 14 hunting licenses, and 8 waterfowl, archery, and primitive firearm stamps.

BOARD OF REGISTRARS

The current members of the Board of Registrars are Marylin Morgan, Ruth Miller, Nancy Reifenstein, and Janet Vellante. The Board certified 1692 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.

Two-hundred forty-seven new voter registrations were processed during this year.

There are currently 144 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 2010 was as follows:

Democrat	956
Republican	569
Green Rainbow	3
Political Designations	9
<u>Unenrolled</u>	<u>2346</u>
TOTAL active registered voters	3883

CENSUS

The official population based on the street listing of January 1, 2010 was 5752. This number includes 211 Devens residents, but not the Federal Medical Center. After a two year downward turn due to the numerous vacant houses in town, the population is back on the upswing.

VITAL RECORDS

Births: There have been twenty (20) births recorded for 2010 to date.

Marriages: Eighteen (18) marriages were duly recorded in the town register.

Deaths: Forty (44) deaths were recorded for 2010, 22 of which were Harvard residents.

DOG LICENSES

This office issued 1018 dog licenses for the period of April 1, 2010 to March 31, 2011.

REPORT OF REVENUES FOR 2010

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 2010:

Birth, marriage and death certificates	\$2,660.00
Marriage licenses	475.00
Business (d/b/a) certificates	2,240.00
Zoning Bylaws	69.00
Board of Health Regulations	5.00
Street Lists	510.00
Dog licenses	18615.50
Raffle Permits	80.00
Fish & Game licenses	816.55
Notary fees	174.00
Postage	10.44
Marijuana violations	400.00
Poles	120.00
Miscellaneous	407.97
TOTAL COLLECTED	\$26,583.46

Respectfully submitted,

Janet A. Vellante, MMC, CMMC, Town Clerk



INSPECTIONAL SERVICES

BUILDING PERMITS

2010 was a busy year for the Building Department with a total of 197 permits being issued.

Permits by category were as follows:

New single family homes	6	Three family condominiums	2 buildings (6 units)
Renovations/Additions	68	St. Benedicts Gymnasium Facility	1
Cellular tower projects	2	Commercial projects	5
Barns	4	Swimming Pools	2
Woodstoves	17	Solar PV Installs	9
Window Replacements	36	Misc. permits	45

During the year there were approximately 220 zoning rulings made. Zoning violations were minimal and handled as needed.

Respectfully submitted,

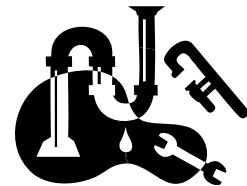
Gabriel Vellante, Jr.
Inspector of Buildings/Zoning Enforcement Officer

PLUMBING AND GAS INSPECTIONS

Gas: 68 in 2010, from 82 in 2009
Plumbing: 82 in 2010, from 84 in 2009

Respectfully submitted,

James Bakun
Gas/Plumbing Inspector



INSPECTOR OF WIRES

New houses/townhouses	8	Security System	10
Addition/Remodel	42	Temporary Service	6
Pools	3	Commercial	19
Service	40	Garage/Barn	4
Porch	0	Miscellaneous	28

Total Electrical Permits for 2010: 160

Respectfully submitted,
David Woodsum, Wiring Inspector



DEPARTMENT OF FINANCE
Accounting, Assessing, Collections, Treasury

Dear Residents,

I am pleased to submit the 2010 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 Town's bond rating was again upgraded to a new high of 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 strong rating, the town is able to get more favorable rates on new bonds when needed.
- The restructure of the Assessing Department is working very well. We have a contract with Regional Resources Group, Inc. for our primary assessing function, while the Assistant Assessor, Celia Jornet, is still here to assist residents with questions or issues regarding the assessing process.
- The Treasurer was successful collecting past due balances on property tax bills. The amount past due was decreased from \$505,453 to \$445,153. In the FY09 balance, 72% of the amounts due are from the current commitment year, while the FY10 balance reflects 80% being current. The Finance Department will continue to pursue the outstanding taxes.
- 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 online. Property valuation data files can be reviewed via computer at Town Hall and at home through the town's website.

The following pages contain financial highlights of fiscal 2010. 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 website. 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 A. Leonard, Finance Director

Town of Harvard Omnibus Budget, FY11

Line #	Actual Department/Account	FY08	Actual FY09	Budgeted FY10	Recommended FY11
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GENERAL GOVERNMENT

Selectmen

1	Personnel 143,583		146,072	142,207	152,330	
2	Town Audit	12,000	12,000	12,000	12,000	
	Expenses 10,098		14,611	9,000	9,000	
	Copy Machine	3,556	1,889	3,700	3,700	
	Postage	17,288	17,352	18,500	18,500	
3	Total Expenses	30,942	33,852	31,200	31,200	
	Total Selectmen	186,525	191,924	185,407	195,530	5.46%

Finance Committee

4	Expenses	169	170	200	200	0.00%
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Finance Department

5	Personnel	343,214	328,312	273,431	283,401	
	Certification Compensation	2,000	2,000	3,000	2,000	
	Total Personnel	345,214	330,312	276,431	285,401	
6	Technology Services & Supplies	28,099	29,268	32,500	32,500	
	Expenses	16,189	20,081	83,700	83,700	
	Total Expenses	44,288	49,350	116,200	116,200	
	Total Finance Department	389,502	379,661	392,631	401,601	2.28%

Legal

	Town Counsel Fees & Expenses	37,829	33,595	33,000	33,000	
	Other Legal Fees & Expenses	8,525	23,770	18,000	18,000	
7	Total Legal	46,354	57,365	51,000	51,000	0.00%

Personnel Board

8	Expenses	0	100	100	100	0.00%
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Town Clerk

9	Personnel	61,387	62,911	64,170	64,170	
	Certification Compensation	1,000	1,000	1,000	1,000	
	Total Personnel	62,387	63,911	65,170	65,170	
10	Expenses	1,974	1,734	3,600	2,300	
	Publications Reprinting/Codification	3,442	3,380	4,650	4,750	
	Total Expenses	5,416	5,114	8,250	7,050	
	Total Town Clerk	67,803	69,025	73,420	72,220	-1.63%

Town of Harvard Omnibus Budget, FY11

Line #	Actual Department/Account	FY08	Actual FY09	Budgeted FY10	Recommended FY11
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Elections & Registrars

	Registrars' Honoraria	400	400	500	500	
	Election Officers (Police)	2,483	1,595	625	0	
	Expenses	7,767	7,316	4,700	7,835	
	Census	1,135	430	1,325	600	
11	Total Elections & Registrars	11,785	9,741	7,150	8,935	24.97%

Land Use Boards

12	Personnel	36,892	43,138	44,001	44,991	
	Conservation Expenses	653	498	500	500	
	ZBA Expenses	802	1,311	1,000	750	
	Planning Board Expenses	1,287	1,216	1,400	1,400	
	MRPC Assessment	1,389	1,424	1,460	1,460	
13	Total Expenses	4,131	4,450	4,360	4,110	
	Total Land Use Boards	41,023	47,588	48,361	49,101	1.53%

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

Public Buildings

14	Personnel	20,971	21,290	21,716	22,191	
	Operating Expenses	41,104	51,389	22,000	32,000	
	Energy	121,050	122,220	130,000	130,000	
	Maintenance & Equipment	28,813	76,973	29,000	26,400	
	Waste Water Treatment Ops.	NA	59,194	85,000	85,000	
15	Total Expenses	190,967	309,775	266,000	273,400	
	Total Public Buildings	211,938	331,065	287,716	295,591	2.74%

Annual Town Reports

16	Expenses	4,800	4,299	3,000	2,000	-33.33%
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TOTAL GENERAL GOVERNMENT	959,899	1,090,937	1,048,985	1,076,278	2.60%
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Town of Harvard Omnibus Budget, FY11

Line #	Actual Department/Account	FY08	Actual FY09	Budgeted FY10	Recommended FY11
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PUBLIC SAFETY

Police Department

17	Personnel	729,384	736,414	762,740	764,893	
	Public Safety Building	44,330	44,649	28,800	28,800	
	Cruiser Maintenance	9,189	13,570	10,000	10,000	
	Supplies & Expenses	26,223	19,281	30,700	30,700	
18	Total Expenses	79,742	77,500	69,500	69,500	
	Total Police Department	809,126	813,914	832,240	834,393	0.26%

Communications Department

19	Personnel	192,534	192,568	204,740	204,740	
20	Expenses	18,787	18,500	18,500	18,700	
	Total Communications Department	211,321	211,068	223,240	223,440	0.09%

Fire Department

21	Personnel	185,438	176,222	178,501	180,192	
	Expenses	33,870	9,095	32,000	32,000	
	Radio Replacement & Repair	3,712	3,748	2,250	2,250	
	Protective Equipment	2,656	1,785	1,400	1,400	
22	Total Expenses	40,238	14,628	35,650	35,650	
	Total Fire Department	225,676	190,851	214,151	215,842	0.79%

Ambulance

	Expenses	18,147	23,066	0	0	
	Training	13,628	9,745	0	0	
	Ambulance Regular Operating Exp.	31,775	32,811	0	0	
	Additional Training and Other	NA	0	0	0	
	Total Ambulance *	31,775	32,811	0	0	0.00%

Building & Zoning Inspector

23	Fees & Expenses	57,046	32,204	55,000	50,000	-9.09%
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Gas Inspector

24	Fees & Expenses	2,930	3,281	4,250	4,000	-5.88%
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Plumbing Inspector

25	Fees & Expenses	6,773	4,479	7,750	7,000	-9.68%
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Wiring Inspector

26	Fees & Expenses	9,969	9,570	9,500	9,000	-5.26%
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Animal Control

	Personnel	16,500	16,500	16,500	16,500	
	Expenses	323	120	750	750	
27	Total Animal Control	16,823	16,620	17,250	17,250	0.00%

Tree Warden

28	Expenses	13,708	14,000	14,000	14,000	0.00%
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TOTAL PUBLIC SAFETY	1,385,147	1,328,798	1,377,381	1,374,925	-0.18%
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Town of Harvard Omnibus Budget, FY11

Line #	Actual Department/Account	FY08	Actual FY09	Budgeted FY10	Recommended FY11
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SCHOOLS

Local Schools

	<u>Administration</u>					
	Salaries/Benefits	323,532	351,837	337,096	327,247	
	Transportation	173,780	245,994	255,800	262,195	
	Other Expenses	117,679	95,897	116,100	118,600	
	Total Administration	614,991	693,728	708,996	708,042	
	<u>Maintenance</u>					
	Salaries	384,517	426,517	431,413	443,269	
	Utilities	407,797	346,856	466,500	352,000	
	Other Expenses	219,838	166,205	178,260	212,000	
	Total Maintenance	1,012,152	939,578	1,076,173	1,007,269	
	<u>Hildreth Elementary School</u>					
	Salaries	2,282,358	2,355,756	2,544,057	2,607,781	
	Expenses	43,222	51,102	66,450	66,450	
	Total Elementary	2,325,580	2,406,858	2,610,507	2,674,231	
	<u>The Bromfield School</u>					
	Salaries	3,484,109	3,953,884	4,078,045	4,055,127	
	Expenses	119,383	122,220	117,591	117,591	
	Total Bromfield	3,603,492	4,076,104	4,195,636	4,172,718	
	<u>Pupil Personnel Services (SPED)</u>					
	Salaries	1,400,205	1,618,717	1,728,673	1,792,912	
	Other Expenses	140,336	30,336	45,000	42,000	
	Collaborative Services	392,563	361,482	237,504	329,883	
	Transportation	319,551	264,394	289,345	316,372	
	Tuition	784,959	1,474,195	1,362,377	1,318,498	
	Pre-School Salaries	106,209	251,577	249,231	194,657	
	Pre-School Expenses	22,908	13,493	59,500	7,500	
	Total Pupil Personnel Services	3,166,731	4,014,194	3,971,630	4,001,822	
	<u>Technology</u>					
	Salaries	102,001	106,775	108,409	108,409	
	Expenses	66,716	53,070	67,050	81,000	
	Total Technology	168,717	159,845	175,459	189,409	
	Subsidies from Other Funds		(1,215,000)	(1,698,738)	(1,658,630)	
29	Total Local Schools	* 10,891,663	11,075,307	11,039,663	11,094,861	0.50%

* The FY08 total is reduced by \$1,315,560 for subsidies from other funds.

30	Montachusett Regional Voc. Tech.	66,443	74,903	67,827	87,760	29.39%
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TOTAL SCHOOLS	10,958,106	11,150,210	11,107,490	11,182,621	0.68%
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PHYSICAL ENVIRONMENT

Dept. of Public Works

31	Personnel	556,403	562,425	589,821	582,367	
	Maintenance & Equipment	160,367	78,825	136,700	145,500	
	Fuel	74,636	66,851	65,000	65,000	
	Improvements & Construction	33,211	61,832	38,902	50,000	
	Snow & Ice Removal	159,170	369,260	96,000	96,000	
	Telephone & Electricity	10,037	9,195	9,000	10,500	
32	Total Expenses	437,421	585,963	345,602	367,000	
	Total Dept. of Public Works	993,824	1,148,388	935,423	949,367	1.49%

Town of Harvard Omnibus Budget, FY11

Line #	Actual Department/Account	FY08	Actual FY09	Budgeted FY10	Recommended FY11
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Solid Waste Transfer

33	Transfer Station Expenses	227,464	188,683	218,050	188,500	
34	Hazardous Waste Disposal *	0	0	0	8,000	
	Total Solid Waste Transfer	227,464	188,683	218,050	196,500	-9.88%

* On an alternating year schedule.

Street Lights & Traffic Signal

35	Expenses	4,743	5,380	4,500	5,000	11.11%
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Water Department

36	Expenses	19,252	14,108	16,000	16,000	0.00%
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Pond Committee

37	Expenses	18,500	33,500	33,500	33,500	0.00%
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Cemeteries

38	Expenses	3,962	984	5,000	5,000	0.00%
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TOTAL PHYSICAL ENVIRONMENT	1,267,745	1,391,043	1,212,473	1,205,367	-0.59%
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HUMAN SERVICES

Board of Health

39	Personnel	7,231	7,009	7,905	7,205	
	Expenses	1,296	1,195	1,450	1,200	
	Nashoba Assoc. Boards of Health	19,110	19,110	19,110	19,110	
40	Total Expenses	20,406	20,305	20,560	20,310	
	Total Board of Health	27,637	27,314	28,465	27,515	-3.34%

Council on Aging

41	Personnel	50,751	49,978	68,769	70,402	
42	MART Personnel	19,999	15,640	21,000	21,000	
	Expenses	1,886	733	1,975	1,975	
	MART Van Expenses	498	534	1,000	1,000	
43	Total Expenses	2,384	1,267	2,975	2,975	
	Total Council on Aging	73,134	66,885	92,744	94,377	1.76%

Veterans' Services

	Personnel	100	1,000	2,000	1,000	
	Expenses	357	192	500	1,500	
	Benefits	12,459	7,929	12,000	12,000	
	Total Expenses	12,816	8,121	12,500	13,500	
44	Total Veterans' Services	12,916	9,121	14,500	14,500	0.00%

TOTAL HUMAN SERVICES	113,687	103,321	135,709	136,392	0.50%
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Town of Harvard Omnibus Budget, FY11

Line #	Actual Department/Account	FY08	Actual FY09	Budgeted FY10	Recommended FY11
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CULTURE AND RECREATION

Library

45	Personnel	347,364	366,569	353,698	359,972	
46	Expenses 140,106		111,276	141,489	151,266	
	Total Library	487,470	477,846	495,187	511,238	3.24%

Parks & Recreation

47	Commons & Schools/Grounds Exp.	18,049	23,776	18,050	17,650	
48	Beach Expense	13,500	13,800	13,835	13,295	
49	Beach Personnel - Director	9,589	6,773	9,780	7,853	
50	Groundskeeping Personnel	27,003	28,157	28,157	28,157	
	Total Parks & Recreation	68,141	72,506	69,822	66,955	-4.11%

Historical Commission

51	Expenses	20	34	100	100	0.00%
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TOTAL CULTURE AND RECREATION	555,631	550,385	565,109	578,293	2.33%
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RECURRING CAPITAL EXPENDITURES

52	Police Cruiser	26,259	22,585	27,000	27,000	
53	Public Works Equipment	66,595	69,718	70,000	70,000	
54	Technology	14,743	6,288	15,000	15,000	
	TOTAL RECURRING CAPITAL EXP.	107,597	98,591	112,000	112,000	0.00%

INSURANCE AND FRINGES

Property/Liability/Self-Insurance

55	Insurance	113,069	141,174	135,000	137,500	1.85%
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Employee Benefits

	Worcester Regional Retirement	427,865	463,970	527,840	555,000	
	Workers' Compensation Insurance	63,980	53,316	67,000	72,000	
	Unemployment Insurance	30,070	38,774	60,000	60,000	
	Medicare	154,994	146,157	160,200	163,000	
	Medical Insurance	1,741,995	1,581,456	2,004,000	2,011,000	
	Life Insurance	5,173	5,723	6,000	7,000	
	Deferred Compensation	6,970	8,117	12,000	12,000	
	Disability Insurance	18,198	15,102	20,000	22,000	
	Benefits Administration	900	2,704	5,000	5,000	
56	Total Employee Benefits	2,450,145	2,315,318	2,862,040	2,907,000	1.57%

TOTAL INSURANCE AND FRINGES	2,563,214	2,456,492	2,997,040	3,044,500	1.58%
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TOTAL OPERATING BEFORE DEBT	17,911,026	18,169,777	18,556,187	18,710,376	0.83%
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Town of Harvard Omnibus Budget, FY11

Line #	Actual Department/Account	FY08	Actual FY09	Budgeted FY10	Recommended FY11
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NON-EXCLUDED DEBT

Debt Expense

57	Tax Anticipation Borrowing/Cost	1,500	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	
59	HES Roof (2000) Interest	341	218	73	0	
	Total Payments	2,341	3,218	3,073	0	-100%

TOTAL NON-EXCLUDED DEBT		3,841	4,718	4,573	1,500	-67.20%
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TOTAL OPERATING AFTER NON-EXCLUDED DEBT		17,914,867	18,174,495	18,560,760	18,711,876	0.81%
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EXCLUDED DEBT

Permanent Debt

60	Public Safety Building (2000) Principal	135,000	135,000	135,000	135,000	
61	Public Safety Building (2000) Interest	92,415	85,766	79,219	72,533	
62	Public Safety Bld Land (2000) Principal	30,000	30,000	30,000	40,000	
63	Public Safety Bld Land (2000) Interest	5,610	4,133	2,678	975	
64	Public Safety Bld Plan (2000) Principal	10,000	10,000	10,000	10,000	
65	Public Safety Bld Plan (2000) Interest	1,464	971	486	122	
66	Tripp Land (2000) Principal	25,000	25,000	25,000	0	
67	Tripp Land (2000) Interest	3,050	1,819	606	0	
68	Vesenska Land (2000) Principal	20,000	20,000	20,000	20,000	
69	Vesenska Land (2000) Interest	3,415	2,430	1,460	488	
70	HES Lighting (2000) Principal	3,000	2,000	2,000	0	
71	HES Lighting (2000) Interest	269	146	49	0	
72	Bromfield School (2004) Principal	320,000	320,000	315,000	315,000	
73	Bromfield School (2004) Interest	205,573	197,035	182,929	171,116	
74	Library (2004) Principal	135,000	135,000	135,000	135,000	
75	Library (2004) Interest	86,854	82,466	77,741	72,677	
76	School Roof Repairs (2008) Principal	125,000	125,000	125,000	125,000	
77	School Roof Repairs (2008) Interest	80,313	41,251	40,000	34,063	
	TOTAL EXCLUDED DEBT	1,281,963	1,218,017	1,182,168	1,131,974	-4.25%

GRAND TOTAL OMNIBUS BUDGET		19,196,830	19,392,512	19,742,928	19,843,850	0.51%
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