

A large, mature tree with a thick, textured trunk stands in the center of a grassy park. Its branches are heavily laden with bright red maple leaves, some showing hints of orange and yellow. The ground is covered with a thick layer of fallen red leaves. In the background, other trees and a grassy slope are visible under a soft, overcast sky.

2014 Annual Town Report

Harvard, Massachusetts

TOWN OF HARVARD
WORCESTER COUNTY

DATE OF INCORPORATION: 1732

FORM OF GOVERNMENT: Town Meeting

POPULATION: 5,761 – as of January 1, 2014

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: Edward Markey, Elizabeth Warren

REPRESENTATIVE IN CONGRESS, Third 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 – 2014 ANNUAL TOWN REPORT

All photos in this report are courtesy of the Harvard Press. Cover photo – Lisa Aciukewicz, Bear photos – James Breslauer & Lorelei Galeski. The 2014 Town Report has been compiled, formatted and edited by Julie Doucet, Executive Assistant to the Town Administrator and Board of Selectmen.

2014
Annual Reports
of the
Town Officers
of the
Town of Harvard



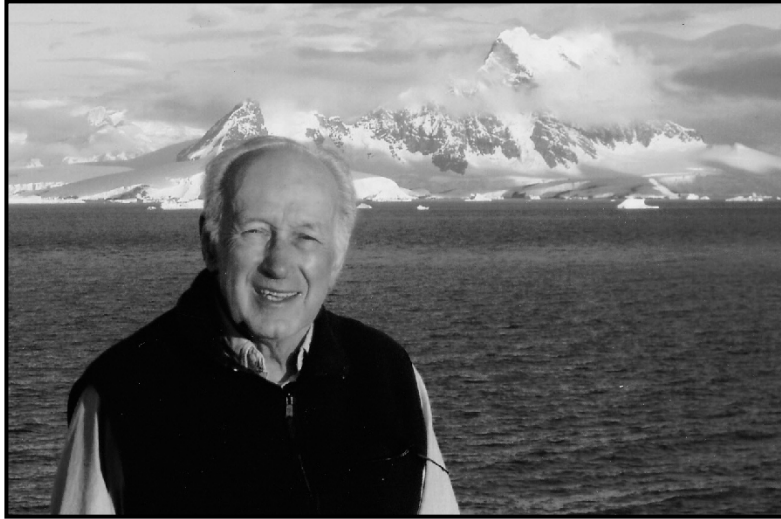
For the year ending
December 31, 2014

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

James Annis Adam
Jibrayil Naoum Yusuf
Raymond Joseph Remillard
Edward Ford Dillard
Anders Fredrik Feyling
Irene T. O'Rourke
Anne Daleo
Barbara AKA Bonnie S. Morehouse
Christine E. Franzeim
William Thomas Hazel, Jr.
Jon Philip Curtis
Hans Frederick
Elvira M. Scarano
Claire I. L'Heureux
Virginia C. Lee
Rene F. Loiselle
Michael Jacob Fitterman
Gary R. Riley
Janet Dimock
Natalie P. Ohlin
Robert M. Mitchell
Diane L. Ridlon
Howard E. Kaepplein
Kenneth Allen Wasmer
Jeanne Virginia Russo
Jeannette Ann Kelly
Mary Helen Bulger
June Alberta Davis
Jeffrey W. Ritter
Basil Rechenberg
Alice Lucille Watt
Constance Louise Thayer
Barbara A. May
Philip J. Finkelpearl
Mildred Sklar
Charles W. Harrington
Marion Elizabeth Evans

2014 Citizen of Note

Charles Gorss



Charlie Gorss has lived in Harvard for 46 years and has served community boards and committees continuously for most of that time. For those of you who don't know him, an introduction is in order, because Charlie isn't someone you're likely to see quoted in *The Harvard Press*, or offering his thoughts on *Nextdoor Harvard* for that matter. Charlie, who knows more than most about our fair town, is reticent, very sharp, and an engineer. Charlie is that committee member who sits patiently, sometimes amused, while others hash out a decision – until they pause for a moment in confusion, when Charlie will offer the clearly recalled precedent of ten years past, the relevant bylaw reference, or whatever piece of the puzzle the group failed to see, or never knew! Charlie's input, often delivered with a chuckle, is typically strong and always to the point, but not repeated. Fortunately, his wise words command great respect in the groups he has served with dedication.

After serving in the Navy as a young man, Charlie graduated from Cornell University with a degree in engineering. In 1968, he accepted a job from Gen Rad, which brought him to Harvard with his high school sweetheart, Ruth, and their children Jim and Barb. He worked with the Boy Scouts as an advisor to the Explorer post and has been active for decades in the Congregational Church and the Lion's Club. Come time for the Fall Festival you will likely find Charlie working the cheese table.

Charlie is inquisitive and loves to travel with family and friends. He has visited *every* continent, which of course means he's been to Antarctica, an adventure he took not many years back. Charlie continues to travel with Road Scholar for fun and learning, he takes great photographs, and loves to share stories of his travels. He also enjoys summer visits to his remote family cabin on the canoeing waters of Algonquin Park in Ontario. Charlie, who likes electronics, computers and cameras will be the first at the table to have -- and have mastered -- the latest laptop or tablet and he follows the postings of his five adult grandchildren on Facebook.

Regarding his long service to town government, in 1977, Charlie was appointed to the newly formed Personnel Board, serving as the chairman for four and half years. During that time he took part in creating policies and standards that are still in place today, such as the deferred annuity program. After serving the Personnel Board for 13 years he turned his attention to the Conservation Commission of which he has been a member for the past 25 years, the chair for five years and treasurer for four. During this time the Commission has issued 438 Notices of Intent, 170 Determinations of Applicability, preserved 426 acres of open space and permanently restricted an additional 207 acres of land, and Charlie has had a steady hand in all of this. He recently attended the Massachusetts Association of Conservation Commissioners annual meeting with his granddaughter who, like the rest of his family, shares his great love of the environment.

It is the Board of Selectmen's honor to recognize Charlie Gorss as their "Citizen of Note" for 2014.

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ELECTED OFFICIALS

BOARD OF SELECTMEN	(3 years) (5)	MODERATOR	(1 year)
STUART SKLAR, Chair	2016	ROBERT EUBANK	2015
RONALD V. RICCI	2017		
LUCY B. WALLACE	2015	PARK & RECREATION COMM.	(3 years) (5)
KEN SWANTON	2017	WYONA LYNCH MCWHITE, Chair	2017
LEO F. BLAIR	2016	STEVEN VICTORSON	2017
		DOUG THORNTON*	2016
		ELIZABETH MCGRATH*	2015
		STEVEN GORDON	2015
CEMETERY COMMISSIONERS	(3 years) (3)		
JOHN J. SPERO, Chair	2017	PLANNING BOARD	(3 years) (5)
HOWARD W. SPRAGUE JR	2015	KARA MINAR, Chair	2016
BRUCE R. DOLIMOUNT	2016	MICHELLE CATALINA*	2015
		ERIN MCBEE	2017
COMMUNITY PRESERVATION COMMITTEE		JOE HUTCHINSON	2015
DIDI CHADRAN, Chair	2016	DON NEIL GRAHAM	2017
ELIZABETH WILLIAMS	2017	vacant, Associate	yearly
DEBORAH THOMSON	2015	Liz Allard, Land Use Administrator	
JOHN LEE	2017		
JOE HUTCHINSON, appt. Planning Board	yearly	SCHOOL COMMITTEE	(3 years) (5)
JOANNE WARD, appt. Conservation Comm	yearly	SUSANMARY REDINGER, Chair	2017
VACANT, appt. Park & Rec	yearly	JENNIFER BEDFORD	2017
PAM MARSTON, appt. Historical Commission	yearly	KRISTEN WRIGHT	2016
LEO BLAIR, appt. Municipal Affordalbe H. Trust	yearly	PATRICIA WENGER	2015
		ROBERT FINCH SULLEBARGER	2015
CONSTABLE	(3 years)	TOWN CLERK	(3 years)
GREGORY NEWMAN	2017	JANET A . VELLANTE	2015
HARVARD BOARD OF HEALTH	(3 years) (3)	TREE WARDEN	(1 year)
THOMAS C. PHILLIPOU, Chair	2017	CHRISTIAN BILODEAU	2015
LORIN JOHNSON	2016		
SHARON MCCARTHY	2015	WARNER FREE LECTURE SOC.	(3 years) (6)
Paige O'Brien, Administrative Assistant		BRIAN SCHMIPF, Chair	2015
		MARY MAXWELL	2017
LIBRARY TRUSTEES	(3 years) (6)	LISA FOLEY	2017
CHRISTOPHER FRECHETTE, Chair	2015	THOMAS ACIUKEWICZ	2015
CHARLES F. REDINGER	2017	SHEILA SIMOLLARDES	2016
DAVIDA J. BAGATELLE	2015	PATRICIA JENNINGS	2016
MARTHA GREEN	2016		
STACIE CASSAT GREEN*	2016		
MARY ABIGAIL COOLIDGE	2017		

* Appointed until the 2015 election.

APPOINTED OFFICIALS

AGRICULTURAL ADVISORY COMMITTEE

PETER BASILE, Chair
 PAM BROWNING
 FRANKLYN CARLSON
 CANDACE FRAZER
 ROBERT TRAVER
 vacant, alternate
 vacant, alternate
 vacant, alternate

(3 years) (5)

2017

2017

2015

2015

2016

(yearly)

(yearly)

(yearly)

AMBULANCE cont.

CHRIS CONNORS
 GARRETT COSGRAVE
 PETER DUMONT
 SALLY FULLER
 JOYCE GRANT
 HARRY JACOBSON
 SAMUEL POTTER
 SUE REEDICH
 WILL STEVENSON
 TOM TONGE
 ALEX CALDERWOOD

CADETS

OLIVIA ALFANO
 MADELINE BECKMAN
 NICKY CHAPMAN
 SOPHIA COLLINS
 KATRINA GEORGE
 KATHRYN HODSKINS
 EMMA KENNY PESSIA
 ABIGAIL KILCOMMINS
 EVELYN MACMAHON
 EMMA RITTER
 ALLISON RIZZO
 KEVIN SEERY
 WILLIAM SENNOTT
 JENNIFER SPECHT
 KATHY WAUGH
 AMANDA ACCORSI
 KAREN ANDREWS
 LUCA BASILE
 TYLER BRANDON
 GRACE CARLSON
 ROBERT CULLINANE
 KAREN EGAN
 DIERDRE KENNEDY
 KELSEY L'ECUYER
 MITCHELL MANDOZZI
 JAMES O'SHEA
 KAREN VAN CLEEF
 TANIA WARD
 LUKE WARTON
 AMY HU

AMBULANCE SERVICE (Volunteer Service)

Full Members

STEVEN BECKMAN, Co- Director
 JASON COTTING, Co-Director
 SCOTT BLACKWELL
 LILY ALFANO
 MELISA CUNNINGHAM
 HANNAH EGAN
 CINDY GLADE
 LIZ GOLDSMITH
 EMMA HALL
 ADAM HUGHES
 SAM JONES
 DEBI KELLER
 ALLAN KUONG
 BRIAN LIPOMI
 LINDA MARA
 LARRY MILLER
 RUTH MYLES
 MATHIAS NITTMANN
 EMMA NOYES
 CAITLIN NYGREN
 KILEY NYGREN
 JOAN OJEMANN
 GEORGE ORSULA
 KAYA WICKLUND PHILLIPS
 STEVE POWELL
 SAMANTHA ROGERS
 LIVIE ROONEY
 BONNIE SWEENEY
 ALYSSA SWINDELLS
 JAKE TURCHETTA
 JULIO VALLADARES
 ROB WILLIAMS
 BENJAMIN WILMOT
 RORY WIRCH

PROVISIONAL EMT MEMBERS

GRETA BRETZ
 ELIZABETH BREW
 JOHN BREYER
 THOMAS HILL
 JOYCE MAIORE
 NIKKI MARGARETOS
 KYLE OJEMANN
 BILL SPACCIAPOLI
 PATRICK SWEENEY
 KAYTI BIGELOW
 DON BOYCE
 HESTON CHIPMAN

ANIMAL INSPECTOR/CONTROL OFFICER

(yearly)

PAUL WILLARD

BARE HILL POND WATERSHED MANAGEMENT COMMITTEE

(3 years) (7)

BRUCE LEICHER, Chair
 STEVE GORDON
 MEGAN GLEW
 PETER VON LOESECKE
 TOM GORMLEY
 BRIAN MCCLAIN
 vacant
 vacant, student member

2015

2017

2017

2015

2016

2016

2016

(yearly)

APPOINTED OFFICIALS

BOARD OF ASSESSORS

DEBRA GEORGE, Chair
DON GRAHAM
JOSEPH THERIAULT, Chair

(3 years) (3)
2017
2016
2015

C. COUNCIL cont.

ARLENE SULLIVAN (2)
LILY MOORE-EISSENBERG, student

2015
(yearly)

BURIAL OFFICER

EDWARD DENMARK, Police Chief

(yearly)

DEVENS ECONOMIC ANALYSIS TEAM

VICTOR NORMAND, Chair
STEPHEN FINNEGAN

(yearly)

CAPITAL PLANNING & INVESTMENT COMMITTEE

SUPERINTENDENT, LINDA DWIGHT
TOWN ADMINISTRATOR, TIM BRAGAN
FINANCE DIRECTOR, LORRAINE LEONARD
FINANCE COMMITTEE, ALAN FRASER
SCHOOL COMMITTEE, PATRICIA WENGER
BOARD OF SELECTMEN, LEO BLAIR
DEBBIE RICCI, CITIZEN AT LARGE
KEITH CHEVERALLS, CITIZEN AT LARGE

(3 years) (8)
vacant
CHRIS ROY
PAUL GREEN
vacant

DEVENS ENTERPRISE COMMISSION

ERIC STOLTZFUS
JAMES DEZUTTER
RUTH SILMAN, Appeals Designee
DUNCAN CHAPMAN, Alternate member

TBD
TBD
(yearly)
(yearly)

COMMUNITY CABLE ACCESS COMMITTEE

BILL JOHNSON
vacant
MITCH NORCROSS
JONATHAN WILLIAMS
JOHN BURNS
RAY DUNN
STEPHEN ADRIAN, Chair
vacant 1 alternate & 2 student members
ROBERT FERNANDEZ, Access Coordinator

(3 years) (7)
2015
2017
2015
2015
2017
2016
2016
(yearly)
(yearly)

DOG OFFICER

PAUL WILLARD
ANN BAMFORD, Assistant & Poundkeeper

(yearly)

ECONOMIC DEVELOPMENT COMMITTEE

RICH MAIORE, Chair
2 vacancies
DUNCAN CHAPMAN
ELAINE LAZARUS
PETER WARREN

(3 years) (5)
2015
2017
2015
2016
2016

CONSERVATION COMMISSION

PAUL WILLARD, Chair
CHARLES GORSS
JAMES BRESLAUER
JOANNE WARD
MARGARET SISSON
DONALD RITCHIE
JANET WALDRON
JAMES SAALFIELD, associate member

(3 years) (7)
2015
2017
2017
2015
2016
2016
2017
(yearly)

ELDERLY & DISABLED TAXATION AID COMMITTEE

TAMMY COLLIER, TREASURER/COLLECTOR
JOSEPH THERIAULT, CHAIR BD OF ASSESSORS
DALE WELCH
ANN TAYLOR
LAURA ANDREWS
DEBBIE THOMPSON, COA Director

(yearly)

ELECTION OFFICIALS

(yearly)

COUNCIL ON AGING

CONNIE LARRABEE, Co-Chair
SUSAN GUSWA, Co-Chair
KATIE PETROSSI
BRUCE DOLIMOUNT
HENRY FITEK
FRANCES NICKERSON
CARLENE PHILLIPS
PAMELA FREDERICK
SUZANNE ROBERTS
DEBBIE THOMPSON, Senior Services Director
MARY MARNA SORENSON, Receptionist
JOAN GODDARD, Program Coordinator
MARIA HOLLAND, Outreach Coordinator

(3 years) (9)
2015
2016
2017
2017
2015
2016
2015
2017
2016
(yearly)
(yearly)
(yearly)
(yearly)

DEMOCRATIC

DENNIS BRADLEY
ABBE ALPERT
AUDREY BALL
MARIE FINNEGAN
PAUL A. GREEN II
JANE VENDITTI
JOSEPH HUTCHINSON
PATRICIA ANKLAM
DEBBIE KAEGEBEIN
MARGE DARBY
ANTHONY FIORE

REPUBLICAN

JANET U. WILHELM
BECKY GORDON
NANCY CRONIN
FRANCES MAIORE
RHONDA SPRAGUE
JAMES DE ZUTTER
STEVEN CRONIN
CAROL LEE TONGE
MARY JARVIS
ROBERT HUGHES

CULTURAL COUNCIL

ALICE BARTRAM, Chair (1)
FRAN NICKERSON (1)
DEBRA VANDERWERF (1)
vacant
EDITH JOYCE (1)
CATINA HAYDEN (1)
REBECCA WRIGHT (2)
vacant

(3 years) (9)
2017
2017
2017
3 yr term
2015
2015
2016
3 yr term

APPOINTED OFFICIALS

ELECTION OFFICIALS cont.

UNENROLLED

LISA DAGDIGIAN
SANDRA LEFKOVITS
ELIZABETH STONE
DOROTHY SOLBRIG
DEBORAH RICCI

ELM COMMISSION

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

(2 years)
2016
2016
2016
2015
(yearly)

EMERGENCY PROGRAM DIRECTOR

RICHARD SICARD, Fire Chief

(yearly)

ENERGY ADVISORY COMMITTEE

BRIAN SMITH, Chair
DAVID FAY
ERIC BROADBENT
JIM ELKIND
STEPHEN MATSON
CHRIS ROY
vacant, Associate member
vacant, Associate member
FORREST HODGKINS, Associate member
SOFIA CATALINA, Student member

(yearly)

FENCE VIEWERS

TIM CLARK, BILL JOHNSON, MARIE SOBALVARRO

FIELD DRIVER

EDWARD DENMARK, Police Chief

FINANCE COMMITTEE

ALICE VON LOESECKE, Chair
RUDY MINAR
STEVE COLWELL
DON LUDWIG
HEIDI FRANK
LAURA VILAIN
BRUCE NICKERSON
JOHN SEELEY, Associate member
ALAN FRASER, Associate member

2015
2017
2015
2017
2016
2016
2017
(yearly)
(yearly)

FINANCE DEPARTMENT

LORRAINE LEONARD, Finance Director/CPO
TAMMY COLLIER, Treasurer/Tax Collector
AMY HALEY, Assistant Treasurer/Collector
FRED APONTE, Accounting Officer
AMANDA BELLIVEAU Assistant Assessor

2014
(yearly)
(yearly)
(yearly)
(yearly)

FIRE DEPARTMENT

RICHARD SICARD, Fire Chief/Forest Fire Warden

(yearly)

FOURTH OF JULY COMMITTEE

ANN HENT
SHERRY GRAHAM
PIALI DE
MINA FEMINO

(yearly)

FOURTH OF JULY cont.

STEVE PEISCH
ERIN SINTROS
SUSAN CONNORS
PAT JENNINGS
HOLLY GRANT
ELLEN LEICHER
DAVE AND LAURA KILKENNY
LIZ RUARK
SARAH VON CONTA
SUE VOUTE
CONNIE WOOLCOCK
TRACY CALABRESI
THERESA HOGGINS

HARBORMASTER

BOB O'SHEA

(yearly)

HAZARDOUS WASTE COORDINATOR

RICHARD SICARD, Fire Chief

(yearly)

HILDRETH HOUSE IMPROVEMENT COMMITTEE

CONNIE LARRABEE, Co-Chair
DAVID VANNICOLA, Co-Chair
FRAN NICKERSON
PATRICIA JENNINGS
ANN TAYLOR
LAURA ANDREWS

(yearly)

HISTORICAL COMMISSION

JOSEPH THERIAULT, Chair (Con Com Rep.)
PAMELA MARSTON
RON OSTBERG (AIA)
CHRIS CUTLER
SHERRY GRAHAM (BD OF REALTORS)
MOE DANCAUSE
RICK VELTRI, alternate
vacant alternate

(3 years) (7)
2016
2017
2015
2015
2016
2016
(yearly)
(yearly)

INSPECTIONAL SERVICES

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

(yearly)

KEEPER OF THE LOCKUP

EDWARD DENMARK

(yearly)

LAND STEWARDSHIP COMMITTEE

PHIL KNOETTNER
PAM DURRANT
ROBERT BENSON
WENDY SISSON, Con Com Rep.
DAVID KAY
JIM ADELSON
MARC SEVIGNY
vacant, associate member

2016
2017
2017
2016
2015
2015
2015
(yearly)

APPOINTED OFFICIALS

LIBRARY DEPARTMENT

MARY WILSON, Director
AUDREY ALENSON
LISA GAGNON
JENNIFER MACMILLAN
JUDITH VENO
CAROLE FLAGG
CONSTANCE MCCORMACK
JILL HAYES
ABIGAIL KINGSBURY
SUSAN ANDREWS
JENNIFER HOLMES
CELESTE KOZLOWSKI

MART ADVISORY BOARD

vacant

MASTER PLAN STEERING COMMITTEE PLANNING BOARD - SUB COMMITTEE

VICTOR NORMAND, DEAT Rep.
DIDI CHADRAN, CPC Rep.
LUCY WALLACE, Selectmen Rep.
SUSANMARY REDINGER, Sch. Com. Rep.
JOESPH HUTCHINSON, Planning Board Rep.

MBTA ADVISORY COMMITTEE

*vacant

MINUTEMAN HOME CORP. REP.

HENRY FITEK

MONT. JOINT TRANS. COMMITTEE

vacant., Planning Board appointee
vacant, Selectmen's representative

MONT. REGIONAL PLANNING COM.

vacant, Planning Board appointee
LUCY WALLACE, Selectmen. appointee

MONT. VOC. TECH. REP.

vacant

MUNICIPAL AFFORDABLE HOUSING TRUST

GREG SCHMIDT, Chair
BARBARA BRADY
DAVID HOPPER
EVELYN NEUBURGER
LEO BLAIR, Selectmen & CPC Rep.
BRUCE NICKERSON
vacant

PERSONNEL BOARD

VICTOR NORMAND, Chair
ALICE VON LOESECKE, Fin Com Rep.
STU SKLAR, Selectmen Rep.
DIANA HARTE
vacant, Employee Rep.

POLICE DEPARTMENT

EDWARD DENMARK, Chief / Communications Director
JOHN COATES, Sergeant
JAMES BABU, Sergeant

(yearly)

POLICE DEPARTMENT' cont.

PATRICIA NATOLI, Administrative Assistant
PATRICIA ROUVEL, Administrative Assistant

(yearly)

(yearly)

POLICE OFFICERS

Terms: (Officers - 3 yrs if >5 yrs or < 5 - yearly)

SCOTT HUGHES
DANIELE FORTUNADO
CHARLES GENETTI
TIMOTHY SCHAEFFER
TIMOTHY MINER

2015

2015

(yearly)

(yearly)

(yearly)

RESERVE POLICE OFFICERS

(yearly)

NATHAN BOWOLICK
JOHN DRISTILARIS
NELSON PERRY
MATTHEW CRISTY
EDWARD COFFIN
NIKKI FAHLBECK
JASON SMITH

PUBLIC WORKS DEPARTMENT

RICHARD NOTA, Director
RONALD GILBERT, Foreman
ROBERT TREMBLAY, Mechanic
RYAN AMMESMAKI
LARRY ALLARD
NICHOLAS AMMESMAKI
BENJAMIN GILBERT
MICHAEL POITRAS
JEFFREY GRECO
JAMES HOLMES, Transfer Station
ALFRED COZZOLINO, Transfer Station

2015

(yearly)

(yearly)

(yearly)

(yearly)

(yearly)

(yearly)

(yearly)

(yearly)

(yearly)

(yearly)

REGISTRARS OF VOTERS

MARYLIN MORGAN
JANET VELLANTE, Town Clerk
NANCY REIFENSTEIN
BARBARA WEISS

(3 years) (4)

2017

2015

2015

2016

SELECTMEN'S OFFICE

TIMOTHY BRAGAN, Town Administrator
JULIE DOUCET, Executive Assistant

(yearly)

SEWER & WATER COMMISSION

(3 years) (3)

KYLE HEDRICK
CINDY RUSSO
RICHARD MAIORE

2015

2016

2017

TOWN COUNSEL

MARK LANZA

(yearly)

TOWN CUSTODIAN

ED STOFFEL

(yearly)

TOWN HALL CONSTRUCTION COMMITTEE

(yearly)

RICK MAIORE, Chair
JOHN GUSWA
LAURA ANDREWS
BILL BARTON
AL COMBS
PABLO CARBONELL
TIM BRAGAN, Selectmen liaison

(3 years) (5)

2017

2015

2015

2016

(yearly)

APPOINTED OFFICIALS

WATER SYSTEM STUDY COMMITTEE

KYLE HEDRICK

THEODORE MORINE

DUANE BARBER

(yearly)

VETERANS' SERVICES AGENT (Interim)

MIKE DETILLION

(yearly)

ZONING BOARD OF APPEALS

CHRISTOPHER TRACEY, Chair

STEVE MOESER

ROBERT CAPOBIANCO

(3 years) (3)

2015

2017

2016

Associates

TED MAXANT

ORVILLE DODSON

MICHAEL LAWTON

(yearly)

495 METROWEST PARTNERSHIP REP.

DUNCAN CHAPMAN

(yearly)

GENERAL GOVERNMENT

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

➤ ➤ ➤ BOARD OF SELECTMEN < < <

Voters at the spring town elections re-elected Ron Ricci and Marie Sobalvarro to the Board of Selectmen. At its annual organizational meeting, the Board elected Stu Sklar chair, Lucy Wallace vice-chair, and Ron Ricci clerk.

Board Goals

At its annual retreat in June 2014, the Board adopted the following goals for the coming year:

- Departmental audits to be performed by a third party or other external entity. The departments to be audited included the Fire Department, Department of Public Works, and the Ambulance Service;
- Update the Board of Selectmen Policies and Procedures;
- Advance the renovation and restoration of the Town Hall within the available budget;
- Work with the Council on Aging to determine the level of FY16 funding that would be needed to accommodate the increased demand for services and to assess the level of need for the town's aging population;
- Finalize a Facilities Manager position for town buildings; and
- Support the Municipal Affordable Housing Trust Fund and Master Plan Steering Committee in the development of "empty nester" housing.

Personnel

The 2014 Annual Town Meeting approved the creation of a 30-hr/week Human Resources Director/Assistant Town Administrator position. The position was advertised in May with the intent of holding interviews with candidates in early August and filling it by the beginning of September. Having resigned from the Board in June, Marie Sobalvarro applied for the position. After interviewing the two finalists, the Board of Selectmen appointed Marie.

With a vacancy on the Board of Selectmen, the Board decided to hold a special town election concurrently with the November state elections. Ken Swanton was elected to fill the remainder of Marie's term.

Town Hall

In late summer 2013, the bids for the proposed Town Hall renovation and addition came in over the previously approved \$3.97 million borrowing. The Board, therefore, decided to call a Special Town Meeting and ballot vote to approve an additional \$1.1 million to cover the shortfall. At the 2013 fall Special Town Meeting and town election, however, voters failed to approve the additional funding. The Board then spent several months working with the architect in revising the plans so that the project could be completed within the previously approved \$3.97 million budget. A revised schematic proposal emerged by late spring, which removed the proposed addition and, instead, kept the existing back addition which had been added several years after the Town Hall was constructed. In addition, the Board retained the services of John Holland, a local builder specializing in restoration of historic structures, to perform a comprehensive building envelope analysis. By mid-summer a project plan had emerged. In October the revised plan was presented to and approved by the voters at a Special Town Meeting. With this approval, the Board appointed a Town Hall Construction Committee, with a goal of going out to bid in February 2015 and beginning work in April. In the meantime, the Town Administrator was directed to revisit possible locations for temporary office space during construction.

Hildreth House Senior Center

The next major municipal building slated for renovation and improvement was the Hildreth House, the town's senior center. The Hildreth House Improvement Committee (HHIC), appointed in 2013, continued to give the Board regular updates as the schematic plans for the facility were revised in hopes of reducing the project cost. Their work focused first on improving handicap accessibility to and within the building and providing a safe parking area (level and well-lit) and second on enlarging the space needed for activities held at the Hildreth House, including a larger dining room, multipurpose room and upgraded kitchen. Mindful of the cost of the entire project, the HHIC recommended separating it into two phases, with the first phase to go forward in FY 16 should it be approved at by the 2015 Annual Town Meeting and at the Town Elections.

Old Library

The Center on the Common (COTC) continued its efforts at creating a vibrant community arts and cultural center in the Old Library. Over the course of the year the COTC fell into arrears in payment of utilities and rent. The Board asked the COTC to produce a 3-year budget and business plan in order to demonstrate its ability to continue to operate in the building. In December, when the COTC applied for renewal of its entertainment license, the Board discovered that the COTC had allowed its insurance to lapse. The Board did not renew the license and directed the COTC to suspend activities until proof of insurance was provided. The COTC elected to suspend all operations and notified the Board accordingly.

The School Committee, mindful that the ultimate use of the Old Library was still in play, met with the Board to suggest it be converted to School Administrative Offices should the COTC not succeed. The Board took the request under advisement, advising the School Committee that one option for the Board would be to use the Old Library as temporary office space during the Town Hall renovation work.

Town Beach

The Town Beach is owned by the Town and, therefore, its use is the responsibility of the Board of Selectmen. However, many years ago the Board assigned management of the Beach during the summer months to the Park and Recreation Commission. Due to competing uses of this limited facility, particularly during the summer months, but also in the spring and fall, the Board became involved in negotiating a license between Bare Hill Rowing Association and the Board, with Park and Recreation, School administration, and the Harbormaster's oversight and input. After several months of negotiation, agreement was reached. The test of its effectiveness will come in 2015.

Devens and the Joint Boards of Selectmen

The Board's participation on the Joint Boards of Selectmen was limited. Early on in 2014 MassDevelopment advised the Joint Boards of four proposed amendments to the Reuse Plan and Devens Bylaws. Initially it had been hoped that a Super Town Meeting of the three Devens towns could be held in the fall, but failure to hold information sessions and public hearings forced the vote to be pushed into 2015.

Ongoing Activities

Negotiations were initiated with Charter Communications, Inc. on its license with the town, which is due to be renewed in 2015. At the same time, Charter notified the Board of a proposed assignment of its license with the town to Comcast, should a proposed Comcast acquisition be approved by the Federal Communications Commission. The license was to be renewed in early 2015.

The Board successfully negotiated a new contract with the Department of Public Works union. Contracts with the DPW Superintendent and Police Chief were also negotiated, with final agreement by all parties expected in 2015.

As always, the Board's time is taken with numerous administrative matters. The Town Administrator carries the major responsibility for the day to day management of the Town, while the Board carries the major task of working with other town boards and committees and keeping apprised of their activities and needs through liaison assignments. The Board remains ever grateful and impressed by the level of commitment made by the hundreds of volunteers who give of their time and talent to the Town. It is what makes Harvard truly a vibrant community.

Respectfully submitted,

Stu Sklar, Chair
Lucy Wallace, Vice Chair
Ron Ricci, Clerk
Leo Blair
Ken Swanton





➤ ➤ ➤ **BOARD OF ASSESSORS** < < <



The Board of Assessors is responsible for the valuation of real estate and personal property subject to taxation. Assessed values are based on “full and fair cash value” as of the January 1st preceding each fiscal year. The Registry of Motor Vehicles is responsible for motor vehicle valuations and supplies the data for excise bills.

As always, if you have questions regarding any assessing issues, please feel free to contact Amanda Belliveau, Assistant Assessor at 978-456-4100 x315 or by email at abelliveau@harvard.ma.us. Office hours are Monday, Wednesday and Thursday 8:30 AM to 4:00 PM and Tuesday 8:30 AM to 7:00 PM. The Board normally meets at 4:30 PM on the third Thursday of the month. Additional information is available through the town website.

Fiscal 2014 Assessments and Revenues by Major Property Class

<u>Property Class</u>	<u>Levy Percent</u>	<u>Valuation by Class</u>	<u>Tax Rate</u>	<u>Tax Levy</u>
Residential	95.0329	1,010,288,684	17.79	17,973,035.69
Open Space	-0-	-0-	17.79	-0-
Commercial	3.2608	34,664,896	17.79	616,688.50
Industrial	0.2279	2,423,000	17.79	43,105.17
Personal Property	1.4784	15,716,813	17.79	279,602.10
TOTALS	100.0000	1,063,093,393	17.79	18,912,431.46

Valuation and Tax History

<u>Fiscal Year</u>	<u>Tax Rate</u>	<u>Total Valuation</u>	<u>Accounts</u>	<u>Tax Levy</u>	<u>Change(%)</u>
2014	17.79	1,063,093,393	2424	18,912,431.46	7.3053
2013	16.68	1,056,647,413	2434	17,624,878.85	3.0610
2012	16.24	1,053,042,141	2,578	17,101,404.37	2.0896
2011	15.47	1,082,829,559	2,575	16,751,373.27	2.6319
2010	14.33	1,138,995,512	2,541	16,321,805.69	2.7997
2009	13.43	1,182,225,622	2,551	15,877,290.10	4.9973
2008	12.68	1,192,556,890	2,427	15,121,621.37	9.8605

Fiscal Year 2014 Abstract of Assessments

<u>Property Class Code/Description</u>	<u>Accts</u>	<u>Class Valuation</u>	<u>Avg. Value</u>
012 – 043 Mixed Use Properties	9	3,726,700	414,078
101 Residential Single Family	1,759	919,666,200	522,835
102 Residential Condominiums	125	31,123,800	248,990
104 Residential Two Family	22	13,215,500	600,704
105 Residential Three Family	3	1,319,700	439,900
Miscellaneous Residential	25	17,692,300	707,692
111 – 125 Apartments	4	5,747,600	1,436,900
130 – 132, 106 Vacant Land	251	19,657,300	78,316
300 – 393 Commercial	60	29,267,600	487,793

400 – 452 Industrial	15	2,423,000	161,533
501 – 550 Personal Property	64	15,716,813	245,575
600 – 821 Chapter 61, 61A, 61B	87	3,409,380	39,188
TOTALS	2,424	1,063,093,393	

Assessor's Account for Exemptions and Abatements

<u>Description</u>	<u>FY2014</u>	<u>FY2013</u>	<u>FY2012</u>	<u>FY2011</u>	<u>FY2010</u>
Assessor's Overlay	90,995.66	97,874.85	92,527.37	101,474.27	78,185.69
Overlay Deficits	-0-	-0-	-0-	-0-	-0-
Charges to 6/30/2013	46,976.98	58,622.22	52,427.88	65,136.46	40,326.35
Amount Released	44,018.68	39,252.63	40,099.49	36,337.81	37,859.34

New Growth Revenue

<u>Fiscal Year</u>	<u>Added Valuation</u>	<u>Tax Rate</u>	<u>New Revenues</u>	<u>Change(%)</u>
2014	11,355,179	17.79	194,060	28.160
2013	9,323,841	16.68	151,420	162.622
2012	3,727,025	16.24	57,657	-40.806
2011	6,797,164	15.47	97,403	-18.570
2010	8,906,659	14.33	119,616	-55.543
2009	21,219,482	13.43	269,062	50.639
2008	15,371,316	12.68	178,614	18.843

Respectfully submitted by the Board of Assessors:

Debra George, Chairman

Joseph Theriault, Member

Don Graham, Member

Amanda Belliveau, Assistant Assessor

Regional Resource Group (RRG) Staff:

Harald M. Scheid, Regional Tax Assessor

Linda Couture, Associate Assessor



➤ ➤ ➤ **COMMUNITY CABLE ACCESS COMMITTEE** < < <

2014 was another incredibly busy and highly productive year for the Town's public access TV station - HCTV (Harvard Cable Television): the new facility in the Bromfield School was fully fitted up and formally dedicated; a number of fun and interesting collaborations happened with Bromfield students and teachers: and a comprehensive 10-year retrospective review and 10-year forward-looking planning process was conducted for the preparation of a new cable contract proposal to Charter for license renewal.

HCTV continues to enhance the capabilities of the Town's new cable access facility. With financial support from Town Meeting, we installed air-conditioning to protect the facility and its equipment from excessive heat and mold. HCTV funds were used to fully fit-up the

recording studio with green screen, lighting, microphones, iPad-based teleprompters, camera accessories, and monitors for the Tricaster live production system and broadcast channels. We also repaired/upgraded the community bulletin board generator, TRMS Cablecast and the portable system used for live broadcast from remote locations. HCTV pooled its resources with funding from the Harvard Schools Trust to purchase six high-end laptop computers with monitors to enable on-site video-editing training, and provide equipment that students and other residents could sign out for editing at home. The culmination of the new facility initiative was a very successful facility dedication on June 12th that honored the design and construction contributions of Town volunteers and Monty Tech students and staff.

But the most significant amount of HCTV time and energy has been spent on building an active partnership with the Bromfield community, by fostering awareness of the new facility's capabilities and supporting students and teachers interested in utilizing the studio. We worked with Jim O'Shea to create a promotional video to inform and recruit students for a 3-week videography course taught by HCTV committee members in March. Thirty-one students and two teachers took the course, with one of the teachers and a number of the students using their new-found knowledge to experiment with creating daily news shows. One of these shows actually aired during homeroom period! HCTV also organized a week-long summer videography camp in partnership with the Continuing Education program that was unfortunately cancelled due to under-enrollment. We will try again for next summer. HCTV also hosted Ms. Brown's literature class as they used the studio to visually record their semester's reports on literary figures. We continue to invest in awareness building, as we helped students organize and run Open House Tours in September, hosted a Harvard Schools Trust meeting in our facility in November, hosted the Bromfield School Council in December, and conducted a tour for the new Bromfield teachers as part of their orientation. The Bromfield community has contributed back, with four students assisting HCTV as reporters and cameramen with the recording of the 2014 graduation, and another doing a series of community videos for his senior service project.

The Bromfield community is not the only group that we are actively reaching out to. We worked collaboratively with the COA Director this past year to define ways that the new facility could be used not only as a public communication and outreach capability for the COA, but also as an enrichment activity for seniors interested in videography and community content creation. To start building awareness and interest, HCTV hosted the COA Men's Coffee Group collaboration for a studio tour. HCTV's Station Director has been working with the COA Director on a conceptual design for a monthly video newsletter on upcoming COA activities. This collaborative initiative will be a major focus for 2015.

The other major project that HCTV undertook this year was preparing the groundwork for the Town's renewal of its 10-year local cable access license with Charter Communications. HCTV defined and reviewed a formal process and timeline with the BOS. We did a comprehensive review of the last ten years of Charter's performance based on data assembled from committee reports, email correspondence, and periodic resident surveys. We evaluated strengths and weaknesses of the current Town network topology for video and data communication to identify needed improvements. Looking forward, HCTV defined and reviewed a 10-year vision for expanding HCTV's service to the community with a detailed budget for operational and capital spending. Working with the Town Administrator and outside

counsel, HCTV proposed a 10-year funding model to Charter that is the core of the contract renewal negotiation. We also drove the investigation to define the Town's long-term data network infrastructure needs and present a creative proposal to Charter for shared funding of a new fiber data network for Harvard. Final negotiations are being handled by the Town Administrator, but we are optimistic that our contractual requests will be met.

On top of these ambitious initiatives, HCTV continues to conduct its daily broadcast activities under the supervision of its very capable Station Director, Robert Fernandez, and the experienced assistance of staff member Brint Ferguson. We were able to expand our coverage of government meetings with the help of Jarrod Revane, a Bromfield student, and Judy Wong, one of our seniors in Town.

HCTV continues to make solid use of our modern, software based broadcast system which allows operators to schedule programming on Channels 12 (now 191) and 13 (now 192), 24 hours a day, 7 days a week, 365 days a year. In addition, HCTV continues to broadcast community bulletin board notices, the local weather forecast, and the HCTV Program Guide, on Channel 15 (now 193). The HCTV staff has processed and broadcast approximately 262 new shows in 2014, bringing the total number of shows on file at HCTV to more than 1,640, up from last year's total of 1,380. The full listing of HCTV shows on file is available on the HCTV web site, www.harvardcabletv.com, under Program Info.

During 2014, the station has broadcast 145+ different shows on The Government Channel (12/191). These shows included meetings of: Board Of Selectmen, School Committee, JBOS, Finance Committee, Town Hall Building Committee, Planning Board, JBOS (Joint Board of Selectmen), DEC (Devens Enterprise Commission), Zoning Board of Appeals, Planning Board, Harbor Master Forum, Community Development Forum, Harvard Future Planning, Annual Town Meetings, and Special Town Meetings.

On The Public Channel (13/192), the station has broadcast 543+ different shows. These shows included the following subject areas: Home and Garden, Health and Nutrition, Human Interest, Education, Sports, and Harvard People and Places. Locally produced content included: coverage of The Bromfield School Class of 2014 graduation ceremony, the League of Women Voters candidate debate, The HES Principal interviews, The School Superintendent interviews, the Middle School Band Concert, 2014 Bromfield Band and Chorus Concerts, Garner Museum Heist Presentation, Carmina Burano, the 2014 Christmas Pageant, the 2014 Harvard Pro Musica Bach Christmas Oratorio, and various local events such as the Fourth of July Celebration, the Cabaret Night Fund Raiser at the General Store, and the Harvard Historical Society Concert that featured period instruments.

HCTV continued with its new initiative from last year to utilize YouTube and Facebook as alternative means of broadcasting select content. In this effort, HCTV has posted all 100+ government meeting coverage shows, and a few select shows of general interest, produced locally in Harvard, to YouTube and Facebook. Please visit the channels at youtube.com/harvardcabletv and facebook.com/harvardcabletv.

From a financial perspective, the Committee started 2014 with \$45,042.48 in its operational account, and is ending the calendar year with a balance of \$42,647.71. This provides adequate funding for both staff and operational expenses for the remainder of the fiscal year, with additional capital and operational funding expected in April from the new Charter contract. All other accounts relative to the new building facility were closed out with zero or positive balances.

In closing, the Committee would like to express its deepest appreciation to retiring member John Ball for his many years of service in bringing new shows to the Town's local access channels, and to retiring member John Burns, who did an extraordinary job not only as the committee's treasurer and recording secretary, but most importantly as co-leader of the Bromfield facility construction project.

HCTV will start its new year in 2015 with new leadership:

Chair: Stephen Adrian

Treasurer: Bill Johnson

Recording Secretary: Jonathan Williams



Respectfully submitted,

Bill Johnson, Chair

John Burns, Treasurer and Recording Secretary

Ray Dunn

Mitch Norcross, Vice-Chair

Stephen Adrian

Jonathan Williams



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

With the enactment 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. Accepted uses of the funds are for acquisition and restoration of Open Space and Recreation assets, development and support 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%. Currently 155 out of 351 communities in the Commonwealth have enacted the legislation.

Since its inception through the end of fiscal 2014 Harvard has raised approximately \$3.2 million, including more than \$2 million raised locally by the 1.1% surcharge. This past year, the state match decreased to 31.5%, even after the State contributed \$11.4 million to the State CPA Trust Fund. The State match percent for future years remains uncertain as the State mechanism for raising matching funds – recording fees collected on transactions at the State Registry of Deeds – is subject to wide fluctuations from year to year, and the funds raised are shared by a steadily growing list of towns that adopt the CPA.

At the ten most recent Annual Town Meetings, the voters have approved approximately \$2.8 million in Preservation Fund spending.

Activities of the Community Preservation Committee

Annual Town Meeting 2014 voted to approve \$456,100 to all projects and reserves recommended by the CPC. The approved projects for FY15 were:

- \$150,000 to the Municipal Affordable Housing Trust Fund (MAHTF)
- \$100,000 to the Conservation Commission for the Conservation Fund
- \$66,600 to the Council on Aging for the replacement of windows at the Hildreth House
- \$120,000 to the Park and Recreation Commission for resurfacing McCurdy Track
- \$17,000 to the Historical Commission for the removal of trees near the perimeter of the Shaker Cemetery
- \$2,500 for CPC administrative expenses

FY2016 Applications

The committee received four applications for consideration.

The complete list of FY2016 applications is as follows:

- \$250,000 from the Conservation Commission for the Conservation Fund
- \$50,000 from the Conservation Commission for invasive plant management on Conservation Land
- \$75,000 from the Harvard Park Association for the construction of a X-Country Trail
- \$200,000 from the Municipal Affordable Housing Trust for Development Funds

The recommendations of the CPC will be included in the 2016 Annual Town Meeting Finance Committee Report Recommendations and Warrant Articles.

Respectfully submitted,

Didi Chadran, Elected, Chairman
Beth Williams, Elected, Secretary
Joe Hutchinson, Planning Board
Joanne Ward, Conservation Commission
Leo Blair, Municipal Affordable Housing Trust
Elizabeth Payne, Park & Recreation Commission

Deborah Thomson, Elected, Vice-Chair
John Lee, Elected, Treasurer
Pam Marston, Historical Commission



ANNUAL EVENTS

4TH of July parade and field events



Tree lighting on the Common



Farmers Market



Memorial Day Parade

➤ ➤ ➤ **DEVENS ENTERPRISE COMMISSION** ⏪ ⏪ ⏪

The Devens Enterprise Commission (DEC) is a regulatory and permit-granting authority for the Devens Regional Enterprise Zone.

A full copy of the DEC 2014 Annual Report can be found at <http://www.devensec.com/meetings.html> under Annual Reports 2014.

Respectfully submitted by Harvard's DEC Commissioners:

James E. DeZutter

Eric Stolfus

Duncan Chapman III, (Alternate)



➤ ➤ ➤ **ENERGY ADVISORY COMMITTEE** ⏪ ⏪ ⏪

The purpose of the Harvard Energy Advisory Committee (HEAC) is to advise town officials on energy related issues, and improve energy efficiency and energy use practices to reduce Town energy consumption and costs. In 2014, HEAC:

- Executed the long term plan to reduce energy use as part of the Green Community program. Overall usage is down 6% against a 20% goal from FY09 to FY14. However, usage is reduced by 13% from FY09 to FY14 based on weather normalized data. HEAC continues to identify energy saving opportunities to further reduce usage.
- Updated Town energy usage and costs for electricity, heating oil, natural gas and vehicle fuel using the MassEnergyInsight software.

Total Energy Use Million BTUs	FY07	FY08	FY09	FY10
Raw Data	25,255	25,534	24,739	20,193
Weather Normalized	25,755	26,735	24,050	20,481
	FY11	FY12	FY13	FY14
Raw Data	22,593	18,434	23,425	23,241
Weather Normalized	21,697	19,783	25,334	20,882

Energy Reduction Projects

Green Community grant projects – HEAC completed the first round of grant projects and the DOER reporting and final inspection requirements in June.

- Library – Added variable speed drive/motor to the hot water circulating pumps.

- Library – Added variable speed drive/motor to the Volunteer Hall air handling unit.

Other Projects/Initiatives

- Net Metering Credit Purchase Agreement – Investigated and reviewed agreements with solar developers to receive credits from solar arrays to offset Harvard electric costs.
- School Survey - Completed Temperature and Energy Use survey of Hildreth and Bromfield staff in April.
- Bromfield Climate Monitoring – Arranged with Cadmus for a no cost monitoring of building climate using instrumentation provided by Onset Corporation. This is an effort to better analyze our energy use and validate results from the Bromfield survey. The instrumentation for recording temperature and relative humidity data was installed in Fall 2014 working with members of the Green Team.

We appreciate the efforts in 2014 of all Town employees, Boards and volunteers that have helped provide the necessary support to implement recommended projects and initiatives. We are always looking for volunteers to assist in the many ongoing initiatives or to join as new members. If you are interested, please contact the Selectmen's office.

Respectfully submitted,

Members - Brian Smith - Chair, Eric Broadbent -Vice Chair, Jim Elkind, David Fay,
Steve Matson, Chris Roy
Associate Member - Forrest Hodgkins; Student Member Sofia Catalina



➤ ➤ ➤ HILDRETH HOUSE IMPROVEMENT COMMITTEE < < <

Since April, the Hildreth House Improvement Committee has been working with LLB Architects on a phased plan for the renovation and expansion of Hildreth House. While we remain committed to providing the town with a full-service senior center adequate to the needs of a growing population over the age of 60, the committee is acutely aware of the property tax burden in Harvard. Our goal this year was to trim costs where we could and create a politically viable alternative for moving the project forward.

But our primary concern has been for the safety and welfare of residents and guests who use Hildreth House today. It is simply inexcusable that fully half of Harvard's senior center – including the computer lab, staff offices, and the only places to have a private conversation or medical consultation - is not accessible to anyone who can't, or shouldn't, climb stairs.

The two-phase plan we've developed has been structured to bundle the most critical elements – safe parking and access to and within the building – in the first phase, leaving the merely urgent elements for later.

Phase One of the two-phase plan captures what we have to do now to address critical access and safety needs at Hildreth House. It includes:

- A lift to the second floor to provide access to programs and confidential services
 - Safe, level parking for up to 26 cars
 - Adequate outdoor lighting
 - Necessary driveway improvement
 - A handicap-accessible restroom on the second floor
 - A sloped walkway to provide access to a new rear entrance
 - Wheelchair access at all first-floor entrances
 - Extension of the covered porch
 - Enlarged storm water retention area
 - Reconfigured pantry area to access the lift

The estimated cost of Phase One is \$1.3 million if work begins in 2015.

Phase Two would include both new construction and renovation to create adequate space for COA programs as follows:

- Renovated, code-compliant kitchen;
- Two handicap-accessible rest rooms on the first floor
- New dining room with seating for 35-45 people
- Multipurpose room on the second floor
- New main entrance on the east side of the building
- New egress stair in addition
- First floor storage-pantry
- Renovation of existing systems

The estimated cost of Phase Two is \$2.5 million if work begins in 2017.

If the whole project were done at once, starting in 2015, the estimated cost would be \$3,638,590.

If the project is phased in 2015 and 2017, the total estimated cost would be \$3,874, 799.

The additional cost of doing two separate projects is \$236,209.

The Hildreth House Improvement Committee appreciates that the Capital Planning and Investment Committee has rated Phase One safety and access improvements as the top-priority capital project at the 2015 Annual Town Meeting. If voters approve the project, both at Annual Town Meeting and at Town Elections, design development would begin in July and construction would follow in the spring of 2016. The HHIC remains committed to the whole project but understands that it might take some time to get it all done. We agree on the importance of finding alternative funding sources to help pay for Phase Two.

Meanwhile, the committee is working to finish the window replacement project with Community Preservation funds approved last spring. Although several contractors expressed interest in the project when it went out to bid in September, no bids were submitted. If voters approve the Phase One renovation project this spring, the current plan is to include window replacement in that project in the hope the bigger job will attract more interest from contractors.

The committee is grateful for the creative vision of Richard Blinn, who laid the foundation for a plan that will someday be a reality.

Respectfully,

Connie Larrabee, co-chair
Fran Nickerson

David Vannicola, co-chair
Ann Taylor

Laura Andrews
Pat Jennings



➤ ➤ ➤ **MUNICIPAL AFFORDABLE HOUSING TRUST** ⬅ ⬅ ⬅

The trust spent most of the year trying to find a way to develop affordable housing on the property at 166 Littleton Rd.

We created an RFP hoping that we would have multiple bidders on the project. After months of anticipation we received only one proposal for the development of the property. In November we took the proposal to the town to solicit feedback.

After a month of working with the developer in response to the concerns of the neighbors we realized the developer could not scale down the project to a size which we believed the town would accept.

In December we informed the developer that we would not be pursuing the project and voted to sell the property.

Respectfully submitted,

Greg Schmidt, Chair



➤ ➤ ➤ **PLANNING BOARD** ◀ ◀ ◀

Over the course of the past year, the Planning Board launched several new community planning initiatives as well as carried out its Protective Bylaw responsibilities to the Town.

In 2014, the Planning Board endorsed four Approval Not Required (ANR) plans, issued two Site Plan approvals, granted one Scenic Road Consent, and approved two Special Permit applications to modify antenna arrays for wireless communications. The Planning Board also responded to four requests from the ZBA for comments on applications that were before that board.

In May, Town Meeting approved seven zoning amendments presented by the Planning Board and ZBA. These amendments involved:

- Modifying §125-3, Nonconforming Uses and Structures;
- Modifying §125-27, Wireless Communications, to accommodate equipment of public safety departments on requests for new towers or modifications to existing towers;
- Amending the Zoning Map to more accurately display the Wireless Communications Overlay District;
- Modifying §125-31 and 39B, Driveways;
- Amending §125-54, Floodplain Districts, to incorporate new flood plain maps from FEMA and to bring the bylaw into compliance with program standards;
- Add a new §125-55 to authorize Medical Marijuana Treatment Centers by special permit of the Planning Board in the Commercial District; and
- Adding a new §125-14.H to authorize Adult Entertainment Uses by special permit of the Planning Board in the C District. The Attorney General disapproved this amendment as a result of a recent decision by the U.S. Court of Appeals for the First Circuit. The Board intends to modify the text to comply with state and federal case law and bring the article back to Town Meeting in 2015.

In 2014, the Master Plan Steering Committee (MPSC), chaired by Planning Board member Joe Hutchinson, continued its work on Phase II of the Master Plan. The MPSC engaged residents with a series of roundtable discussions in March on long range planning issues facing Harvard, and in November it convened a community forum to gather input on possible disposition scenarios for Devens. MPSC members also attended numerous meetings of several Town boards and committees to gain a better understanding of the challenges and opportunities for natural, historical, and cultural resource management, infrastructure improvements and economic development over the next decade. The team worked with the Consultant (RKG) to prepare an on-line citizen survey to solicit public opinion about key issues facing the Town. The MPSC reviewed draft reports of the five “focus areas” that evolved during Phase I: the Town Center, the Ayer Road Commercial District, Devens, Housing, and Conservation. The MPSC, comprised of dedicated residents drawn from other boards, committees and the town at large, continues to work on the Master Plan, which is expected to be completed in early 2015.

Town Meeting approved funding for the second year of contract services for a Town Planner. Bill Scanlan continues to provide planning services to the Board and the Town. He has

advised the Land Use Boards—Planning Board, ZBA and Conservation Commission, on various land use issues. He has also as offered guidance and conducted research for other committees such as the Council on Aging, MPSC, and Economic Development Committee (EDC). Scanlan helped to secure funding for a Direct Local Technical Assistance Grant and a traffic flow and pedestrian safety study of the Town Center that will begin in March of 2015. In his assistance to the Planning Board, Scanlan will continue to: draft regulatory or bylaw changes; review subdivisions, site plans and comprehensive permits; draft decisions and offer technical advice to all land use boards as well as other town committees; assist in the development of design guidelines for the commercial district; write grant proposals; and assist in the development and execution of the Master Plan. The Planning Board has asked for a warrant article to fund another contract year of planning services.

In 2014, there were some changes in the composition of the Board. Jim Breslauer stepped down from the Planning Board and Don Graham is now filling that seat. Experienced member Tim Schmoyer resigned during the year, and Michelle Catalina, a former Planning Board member, was a unanimous choice of the Planning Board and Board of Selectmen to fill the remainder of Schmoyer's Planning Board term. The Board wishes to express its profound thanks to Jim Breslauer and Tim Schmoyer for their service to both the Town and the Board. In 2015, two seats on the Planning Board will be open during the annual election.

Board members serve as representatives on a number of other town and regional committees, some of which are subcommittees under the jurisdiction of the Planning Board. Erin McBee, Vice Chair of the Planning Board, serves as the Board's representative to the Hildreth House Improvement Committee and as the Chair of the Commercial Design Standards Task Force. Don Graham is the Planning Board's representative to the Economic Development Committee. In addition to serving as the Chair of the MSPC, Joe Hutchinson serves as the Board's representative to the Community Preservation Committee as well as its delegate to the Montachusett Regional Planning Commission. Michelle Catalina is the Board's liaison to the Municipal Affordable Housing Trust Fund. Kara McGuire Minar serves as Chair of the Planning Board and represents the Board on the School Committee's Long Range Planning Committee.

The Planning Board would also like to extend its sincere thanks and appreciation to Liz Allard, the Land Use Assistant, who handles all administrative matters for the Planning Board, Conservation Commission and Zoning Board of Appeals. Liz also serves as the Conservation Agent for the Town reviewing conservation applications and conducting compliance inspections.

The Board began a significant planning effort in 2014 to produce design guidelines for the development of the Commercial District. With only a limited amount of land zoned for commercial development in Harvard, it has been a longtime goal of the Planning Board to insure that new growth in the district is consistent with the Town's long-range vision for the area and that the district provides the type and scale of commercial services desired by Town residents.

The Planning Board, in conjunction with the Economic Development Committee (EDC), convened a forum in September on grocery store zoning, which drew a large and diverse audience. The Board also established a subcommittee to recommend new design standards to regulate the form and function of new development in the commercial district. Erin McBee is

chairing the Commercial Design Standards Task Force, with technical assistance provided by the Town Planner. The Task Force is comprised of local design and development professionals, representatives from other boards and other Harvard residents with significant, relevant experience. An initial report will from the Commercial Design Standards Task Force will be delivered in 2015.

In parallel with the analysis of development regulations for the C district, the Town Planner helped the Board secure a District Local Technical Assistance (DLTA) award from the Montachusett Regional Planning Commission (MRPC). The purpose of the study was to compile information on existing economic conditions in the area, such as vacancy rates, rents per square foot, parking space occupancy ratios, and to identify gaps in commercial services that might indicate potential for new business growth. MRPC also conducted a survey of landowners and business owners in the district to learn of concerns they have regarding town policies and business conditions in the area. The report is now available on the Planning Board page of the Town web site.

In early 2015, MRPC will begin a study of transportation conditions in the Town Center. With \$25,000 in state and federal funds in-hand, its staff will examine traffic circulation issues, parking availability, and pedestrian needs. Few transportation improvements have been made since the preparation of the Town Center Action Plan in 2005, and this study will provide an opportunity to re-assess recommendations in that report and begin to advance specific solutions to improve the flow of cars and safety of pedestrians.

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, 13 Ayer Road, by calling 978-456-4100 ext. 321, or emailing lallard@harvard.ma.us Office hours are Monday - Thursday 8:30 am-4:00 pm.

Respectfully submitted:

Kara McGuire Minar, Chair
Erin McBee, Vice-Chair
Joe Hutchinson
Don Graham
Michelle Catalina
William Scanlan, Town Planner
Liz Allard, Land Use Administrator/Conservation Agent



➤ ➤ ➤ 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 by vote of the majority of the Selectmen. The ZBA is a quasi-judicial body that operates under the authority of Chapter 40A of Massachusetts General Laws (M.G.L.) 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 2014 consisted of a total of twelve meetings for the Board, with a majority of time spent on the public hearings for a Comprehensive Permit (Chapter 40B).

The Board had only two Special Permit applications, both for the approval of an accessory apartment; both Permits were granted by the Board.

A variance was granted to Bell Atlantic Mobile for the extension of the monopole at 47 Poor Farm Road, to better serve the demand data from the community.

A Comprehensive Permit application was submitted in early 2014 by the Chelmsford Housing Opportunities for Intergenerational and Community Endeavors, Inc. for the proposed rehabilitation of the Great Elms at 105 Stow Road. The proposal consisted of nine affordable rental units, which twenty-five percent of the units will be made affordable to families whose income is at or below thirty percent of the median family income and the remaining units will be made affordable to families whose income is at sixty percent of the area median income.

The affordable housing project known as Trail Ridge on Littleton County Road began its final phase of duplexes in 2014, with a potential completion date of 2016.

By the end of 2014 the project known as Pine Hill Village on Stow Road, had not begun construction.

2014 saw the completion of the Harvard Common Condominiums, 15 Littleton Road, a project permitted under a Comprehensive Permit. This development consists of twelve units, with three being affordable units. By the end of 2014 all of the units were occupied and the developer had turned the property over to the home owners association.

At the 2014 Annual Town Meeting the Town voted unanimously to approve an amendment to the Protective Bylaw as it pertains to non-conforming structures and uses. The amendment of this bylaw now allows, as a matter of right, for the repair, movement or enlargement of a non-conforming one- and two-family dwellings as long as such alteration does not produce or increase cumulatively the non-conformity or increase the dwelling more than twenty percent. This amendment has made the provision more user friendly for the Board and applicants.

The 2014 the Board membership remained the same as in 2013 with Christopher Tracey once again serving as the Chairman, while Steve Moeser served another year as the Vice Chair, and member Robert Capobianco position remained unchanged. Land Use Administrator Liz Allard served as the Clerk. Associate Members Theodore Maxant, Orville Dodson and Michael Lawton continued to serve as well.

The Board typically meets on the second Wednesday of the month. Anyone seeking to make application to the Board or wanting to attend a meeting should check with the ZBA office to confirm the schedule. The Board typically sets aside the fourth Wednesday of the month to hear Comprehensive Permit applications.

The ZBA office is on the second floor of Town Hall, 13 Ayer Road. We can be reached at 978-456-4100 ext. 321. You may also email us at: lallard@harvard.ma.us

Submitted: Christopher Tracey, Chairman
Robert Capobianco, Esq., Member
Orville Dodson, Associate
Liz Allard, Land Use Administrator

Steven Moeser, Vice Chairman
Theodore Maxant, Associate
Michael Lawton, Associate



HARVARD COMMUNITY SOLAR GARDEN



A ribbon cutting ceremony was held in June.



PROTECTION OF PERSONS AND PROPERTY

Ambulance Squad, Fire Department, Police Department

➤ ➤ ➤ AMBULANCE SQUAD < < <



The Town of Harvard Ambulance Service provides best-in-class emergency medical care and transport services through a dedicated, all-volunteer squad of state-certified Emergency Medical Technicians. 2014 was the Service's 43rd year of contributing to public safety in the Town of Harvard. The Ambulance Service continues to add special medical care services beyond conventional EMT-Basic capability and invest in long-term organizational sustainability. In 2014, The Board of Selectmen approved a restructuring to a Co-Director model, which has broadened decision-making capability and more effectively distributed the responsibility of running the Service. Together, optimizing patient care remains our exclusive focus.

Harvard Ambulance Service reaffirms its pride and sense of privilege in serving our community as an all-volunteer organization delivering 24x365, patient-centered, timely, state-of-the-art emergency medical care. This mission and model are predicated on a continued commitment by the Town and Board of Selectmen to value the Ambulance Service as an equal, independent partner in public safety services.

Our attention to human resource development and retention has resulted in a more active and balanced squad with 62 members plus 12 EMT-B students slated to test in February 2015. As the product of diligent recruitment, training, and retention, wherever you live in Harvard, there is likely an Ambulance Service EMT either down your street, or just around the corner. This geographic distribution resulted in a best-in-class average "first-EMT to the scene" time of just six minutes. In 2014, our membership provided an unprecedented number of volunteer hours: 21,600 hours of on-call time, 2,900 hours spent responding to 911 calls, and another 3,000 hours of training and education.

Call statistics for 2014 reflect the highest level of EMS activity in the history of our Service: 390 patient-care events over 363 runs. Call type distribution has not changed much: 50% medical, 43% trauma, 4.5% lift assist, 2.5% psychiatric. Tracking patient age reveals a predominately bimodal distribution around teens/20s and seniors: 0-9 (4%), 10-19 (11%), 20-29 (10%), 30-39 (6%), 40-49 (7%), 50-59 (15%), 60-69 (14%), 70-79 (9%), 80-89 (17%), 90+ (8%). An aging population and improved reporting practices appear to be contributing to recent year-over-year increases in Service calls.

Call distribution by time of day remained skewed to daytime demand: 8 AM – 4 PM 52%, 4 PM – 12 AM 35%, 12 AM – 8 AM 13%. Daytime demand underscores the value of our Cadet Program (now in its 17th year), which allows select Bromfield students to run with our adult EMTs and drivers during school hours after earning their national EMT-B certification. The program benefits the Service by providing much-needed coverage, a positive experience for college-bound or vocationally oriented learners, and affirmative community outreach.

As promised when third-party billing was approved, no Harvard resident has been asked to pay out-of-pocket for our services. The Ambulance Service participates in the Town's budgeting process, but draws funds exclusively from our prior-year billing revenues. Financially, the Service continues to run in the black. Billing income is used to entirely fund Ambulance operations; excess monies are set aside to substantially contribute to the ambulance's scheduled replacement at the end of its ten-year useful service life in FY2018. Achieving MassHealth provider status remains an opportunity to incrementally increase collections. The Harvard Ambulance Service continues to depend, in part, on the generous donations of local philanthropic entities and citizens.

In summary, the Harvard Ambulance Service is buoyed by its recent collective accomplishments. As we begin our 44th year of continuous volunteer service, we are committed to improvement in all facets of our operation. Our strategic priorities remain the same: recruiting and retaining qualified personnel, embodying fiscal responsibility, procuring and deploying new, life-saving technology, expanding the Service in concert with Town growth, and developing effective public outreach.

If you are interested in learning life-saving skills and joining a motivated group of your neighbors, then consider enrolling now in our 2015 Driver and EMT certification classes. No prior medical experience is required. We respond to inquiries and accept new membership applications throughout the year. Please visit our website at www.HarvardEMS.org and contact us at Director@HarvardEMS.org.

Respectfully submitted,

Jason Cotting, NREMT
Co-Director, Ambulance Service

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

Harvard Ambulance Service Roster: EMTs, Drivers and Cadets

Isaac Abouaf	Amanda Accorsi	Lily Alfano	Olivia Alfano
Karen Andrews	Luca Basile	Madeline Beckman	Steven Beckman
Don Boyce	Greta Bretz	Elizabeth Brew	John Breyer
Alex Calderwood	Grace Carlson	Nicky Chapman	Heston Chipman
Sophia Collins	Chris Connors	Jason Cotting	Melisa Cunningham
Hannah Egan	Meghanne Fitzsimmons	Katrina George	Cindy Glade
Liz Goldsmith	Emma Hall	Kathryn Hodskins	Adam Hughes
Harry Jacobson	Sam Jones	Debi Keller	EmmaKenny-Pessia
Abigail Kilcommins	Allan Kuong	Kelsey L'Ecuyer	Evelyn MacMahon
Mitchell Mandozzi	Linda Mara	Nikki Margaretos	Larry Miller
Ruth Myles	Mathias Nittmann	Emma Noyes	Kiley Nygren
Kat Ogelsby	Joan Ojemann	Kyle Ojemann	George Orsula
James O'Shea	Kaya Wicklund Phillips	Samuel Potter	Sue Reedich
Emma Ritter	Allison Rizzo	Samantha Rogers	Livie Rooney
Kevin Seery	William Sennott	Bill Spacciapoli	Jennifer Specht

Will Stevenson
Tom Tonge
Tania Ward
Benjamin Wilmot

Bonnie Sweeney
Jake Turchetta
Kathy Waugh
Rory Wirch

Patrick Sweeney
Julio Valladares
Luke Wharton

Alyssa Swindells
Elly Vandevaart
Rob Williams



➤ ➤ ➤ **FIRE DEPARTMENT** < < <



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

We are working hard to make sure this department keeps moving forward to be the best trained and prepared department we can be.

1. Firefighters Ian Sears and Benjamin Wilmot graduated from the Massachusetts Firefighting Academy Call/Volunteer Recruit Class this year. This was a six month long class held every Tuesday and Thursday and every other Saturday for a total of 320 hours of training. This intensive class is a huge time commitment and it gives them the solid foundation of training needed to start their firefighting careers. They are now State and National Pro Board Certified to the Firefighter I/II level.
2. Firefighter Robert Curran received his National Pro Board Certification in HazMat/WMD/CT-Operational Level.
3. Firefighter Andrew Perry received his National Pro Board Certification for Fire Instructor I and Fire Officer I.
4. The Harvard Fire Department Firefighters attended 908 hours of in-house training and 740 hours of outside of the department training.
5. We have started an in-house training program to get the veterans of our department National Pro Board Certified to the Firefighter I/II level by the end of next year. This program is in addition to our normal monthly training sessions.

In 2014, the Harvard Fire Department responded to 258 requests for emergency services and other assistance. This is up 1.2% from last year. These responses included the following:

Ambulance assist	7	Automatic fire alarms	73
Motor Vehicle Accident	52	Motor Vehicle Fire	11
Brush Fire	15	Carbon Monoxide Alarm	18
Chimney Fire	5	Cooking Fire	10
Gas Leak	4	HazMat	3
Mutual Aid Given	8	*Mutual Aid Received	10
Other	11	Other Fire	6

Rescue	3	Search	1
Service Call	7	Structure Fire	5
Water Problem	5	Wires Down	4

**not a response statistic*

In 2014, there were 240 permits issued and 356 inspections completed.

Blasting	1
Dumpster	3
Fire Alarm	3
Labor Camp	2
Oil Burner Installation	45
Other	8
Propane Storage	49
Safety	6
Smoke & Carbon Monoxide	115
Sprinklers	8
Open Burning Permit	468

**Open Burning Permits were activated 1,292 times*

Revenue generated for Permits, Inspections and Fees: **\$24,129**

This year we instituted a new aggressive maintenance and preventative maintenance program for our fleet of vehicles. The reason for the new program was to try to better anticipate potential problems and issues with the vehicles so we could better budget for them. These vehicles are considerable investments made by the town and we are doing everything we can to get the most out of them for the longest amount of time possible. Unfortunately, we incurred a long list of unforeseen problems with our fleet that needed immediate attention. An issue that we are facing is severe corrosion of the vehicles. This is due to the chemicals that are being used every day for snow and ice removal on our roads. This is an industry wide issue and not just a Harvard Fire Department issue. Metal on vehicles are corroding away at an extremely fast rate. Truck and vehicle manufacturers have been trying to come up with a solution to this problem but have not succeeded yet. This will mean more maintenance expenses for the upkeep of our vehicles in the future. Our maintenance program is trying to treat the problems when they first appear to help extend the life of our vehicles as opposed to having them get to the point where vehicle components have to be replaced.

Our first vehicle that went for service this year was our 1999 Pierce Engine 2. It was quickly discovered that this truck has a 40" crack down the frame of the vehicle. This has put this engine out of service until the frame is replaced. This is a very expensive fix but we feel that this should be covered under the manufacturer's warranty. The manufacturer does not feel the same way and the matter is now in the towns legal department hands. With this vehicle being out of service we have put our 1965 Mack reserve pumper in service to run in its place.

The water tank on our twenty six year old tanker truck is made of a first generation plastic and has formed several cracks. We had the cracks fixed but quickly others have formed.

This vehicle is on the Capital Plan to be replaced this coming fiscal year and hopefully its replacement will be supported by the town for its future serviceability is very questionable. Our Engine 1 had unforeseen brake issues which required a full brake job on all its wheels. This turned out to be an expensive fix which has been attributed to the corrosion issues stated earlier. With our new maintenance program we hope to get another ten years of service out of this pumper.

Despite all of these challenges we are moving forward and are always looking for new ways we can provide our services in the most economical way. We always look for other funding opportunities and apply for any grants that become available. We have applied for the federal AFG (Assistance to Firefighters Grant) grant for the past three years to replace our tanker but unfortunately we have not been chosen. This is a very competitive grant. Last year alone, throughout the country there were over 14,100 grant applications for vehicles and only 100 were awarded. We will continue to explore and apply for any and all funding mechanisms we can find.

Grants received this calendar year are as follows:

2014 Volunteer Fire Assistance Grant (Forestry Equipment)	\$2,000
2013-14 Emergency Management Preparedness Grant (Radios & Communications)	\$4,435
2014 SAFE Grant	\$4,423
2014 Senior SAFE Grant	\$2,795
2014 CERT	\$1,200
Total	\$14,853

S.A.F.E.

We received a \$4,423 grant from the Commonwealth for our S.A.F.E. (Student Awareness of Fire Education) program for the 2014-2015 school year. We also received a \$2,795 grant from the Commonwealth for our Senior S.A.F.E. program. With these grants and the proceeds from the open burn permits, we will continue to teach fire and life safety to students at the Hildreth Elementary School grades Pre-K through 3, grades 6-12 and to the seniors in our community.



We are committed to teaching about fire and life safety education as it is key to reducing injuries, fatalities from fire, reducing property loss, educating our community about the hazards associated with smoking, and promoting safe, healthy behaviors. In the past year, we have taught fire and life safety skills to the community by teaching at the school, community functions and the Council on Aging. Firefighter and SAFE Coordinator Kerra Huchowski and Firefighter Rob Curran attended the annual SAFE conference with members from the school and the Council on Aging. Topics at the conference included but not limited to A.L.I.C.E (Alert, Lockdown, Inform, Counter, Evacuate): Enhancing your lockdown

procedures, NFPA Remember When, Hoarding, Effective Smoke Alarm Installations for Seniors and American Lung Association's 'Heathy Choices Healthy Lungs.'

It takes the support of the entire department to make this a successful program but special mention must be made to acknowledge the efforts of Chief Richard Sicard, Lt. Greg Harrod, Firefighters Bill McElhaney, Andrew Perry, Bill Bethoud, Adam Hughes, Robert Curran, Shane Nogler, Ben Wilmot and retired Chief Peter Warren. Thank you for all your support!



Respectfully, Kerra Huchowski
S.A.F.E. Coordinator

Fire prevention is not just a week in October, it's every day!

EMERGENCY MANAGEMENT

One of the most important tools we have used during major emergencies is Blackboard Connect. With this tool we are able to communicate to the residents of the town anytime via telephone, email and SMS messages. But, you only receive these messages if you sign up for the service. If you have not already done so, we strongly encourage you to sign up for this. It is the best way we can provide you with the most current information during an emergency. To sign up please go to the town's web page at <http://www.harvard.ma.us/Pages/index> and the Blackboard Connect icon is on the left hand side of the page. Also, if you are already signed up, please log into your profile to make sure that we have all of your current information.



C.E.R.T. PROGRAM

The Federal Emergency Management Agency, using the model created by the Los Angeles City Fire Department, began promoting nationwide use of the Community Emergency Response Team (CERT) concept in 1994. Since then, CERTs have been established in hundreds of communities.



CERT training promotes a partnering effort between emergency services and the people that they serve. The goal is for emergency personnel to train members of the neighborhoods, community organizations, or workplaces in basic response skills. CERT members are then integrated into the emergency response capability for their area.

If a disastrous event overwhelms or delays the community's professional response, CERT members can assist others by applying the basic response and organizational skills that they learned during training. These skills can help save and sustain lives following a disaster until help arrives. CERT skills also apply to daily emergencies.

CERT members maintain and refine their skills by participating in exercises and activities. They can attend supplemental training opportunities offered by the sponsoring agency and others that further their skills base. Finally, CERT members can volunteer for projects that improve community emergency preparedness.

Harvard CERT Mission Statement: "The Harvard Community Emergency Response Team (CERT) program will train individuals in neighborhoods, business and industries in the emergency preparedness and basic disaster response techniques, thereby enabling them to prepare, as volunteers, to take an active role in providing critical support in a safe manner to emergency service personnel during emergencies/disaster. The Harvard CERT team will also be trained to be a valued resource of neighbors helping neighbors for non-emergency, routine special events."

Harvard CERT received a Homeland Security Grant for \$1,200 to use for equipment to manage their program. We also received eight backpacks with emergency supplies for volunteers who have completed the training.

This past year, we have been to Council of Aging lunches with information about winter storms, tornadoes, and emergency kits for work, home and pets, and sheltering in place. We also took part in the 1st Harvard Public Safety Day on October 4, 2014.

Training for the Harvard CERT team will start in April 2015 so watch the news papers for signup information.

We would also like to thank Fire Chief Sicard, Police Chief Denmark and the Board of Selectmen for their support and guidance in getting this program started.

Respectfully, Patricia C. Natoli
CERT Manager

HARVARD FIRE DEPARTMENT MEMBERS

Chief Richard Sicard, FF I/II, FO I/II, EMT
Deputy Chief Scot Nogler
Lieutenant Tony Shaw
Lieutenant Chuck Nigzus, FF I/II, FO I
Lieutenant Greg Harrod, FF I/II, EMT
FF Duane Barber
FF Bill Berthoud
FF Frank deBettencourt, FF I/II, EMT
FF Adam Hughes, FF I/II, EMT
FF Bill McElhaney
FF Shane Nogler, FF I/II
FF Benjamin Wilmot, FF I/II, EMT

FF Bill Barton
FF Robert Curran, FF I/II
FF David Hazel
FF Sean Kennefick, FF I/II, EMT
FF Paul Morris, FF, I
FF Kerra Huchowski
FF Andrew Perry, FF I/II, FO I, EMT-P
FF Brian Perwak, FF I/II
FF Ian Sears, FF I/II
FF Walter Shaw, FF I/II, EMT
Justin Warren, FF I/II, EMT
Probationary Robert Williams

and maintenance man Eddie Stoffel, who keeps the fire station clean and presentable.

We would like to say thank you to Mrs. Patricia Shaw who continues to keep the fire station looking attractive with flowers and plantings. The department appreciates the support we receive from our citizens and we remain committed to making Harvard a pleasant and fire safe town to live, work and play in.

Respectfully,
Richard A. Sicard, Fire Chief



➤ ➤ ➤ **POLICE DEPARTMENT** ◀ ◀ ◀

Operations

In 2014 the Harvard Police Department 8,050 calls for service. For the past several years we received approximately 12,000 calls per year. Since we saw no significant reduction in our reported criminal activity, I am assuming that the decline is due to the Nashoba Valley Regional Dispatch Center handling calls that would have normally been handled by our department.

In the area of criminal activity, ninety-three (93) individuals were arrested or charged with crimes over the course of the year. Of the 364 crimes reported, the most prevalent were: larceny crimes (44), breaking and entering (21), and identity fraud (12). In an effort to reduce citizens' victimization for these crimes, we launched our police department Facebook page. We hope to utilize that medium for sharing crime prevention tips and to facilitate feedback from the community to assist us in curbing this type of activity.

Traffic always seems to be a major concern of citizens in town, so this year we are including a breakdown of traffic citation locations and traffic accident location data in this report. This is being done for two reasons. First, I want all to recognize the daily efforts being made by our officers to control traffic throughout the town and to show where the highest concentrations of traffic offenses are occurring. Secondly, I hope to that you will have a better understanding of why we target certain areas of town for enforcement.

Motor vehicle accidents were at a four year low, with seventy-eight (78) crashes being responded to by the police. The accidents have been consistently trending downward in that time period with a high of one hundred twenty-five (125) in 2011, which represents a 37% decrease over four years. It is our hope that with continued enforcement, and permanent driver behavior change, this trend will continue through 2015.

Attached at the end of this report is a comprehensive breakdown of the data referenced here for your review. If you have any suggestions for operational improvements, we would love to hear them.

Training

Last year all of our officers completed their mandatory forty-hour in-service training requirements and firearms qualifications. In addition, several officers attended advanced active shooter training in conjunction with the Bolton Police Department.

In an effort to upgrade our training capacity, and for the personal growth and development of our officers, we sent Ofc. Genetti to firearms instructor training, Ofc. Miner completed both defensive tactics and Taser instructor training, and Det. Fortunato and Ofc. Schaeffer completed a specialized investigative course for detectives.

Community Outreach

The department was very busy last year with our community outreach initiatives. We continued to be active within the schools through various speaking engagements, athletic coaching, and offering our Rape Aggression Defense program at the Bromfield School. We spent significant time training staff from both schools on our emergency response protocols and successfully conducted a lock-down drill at the Hildreth Elementary School.

We instituted two new initiatives last year that were well received. The members of the patrol officers' union took it upon themselves to host their first ever senior barbecue at the Hildreth House. The event was well attended and gave all an opportunity to engage in casual conversation and get to know each other on a more personal level.

The second event was the Public Safety Day held last fall. Again, members of the department took the initiative to invite members from various public safety agencies throughout the region to bring their equipment and personnel to Harvard so that we could demonstrate the capabilities of our regional public safety partners. Although the weather wasn't ideal, that even also went well and we are looking forward to doing it again this year.

If you have any suggestions or requests for speaking engagements, please contact us at the police department to see if we can make it happen. We look forward to another successful year of serving the citizens of Harvard...and as always, our door is open.

Personnel

Chief Edward D. Denmark	Municipal Svc. Assistant Patricia Natoli
Sgt. John Coates	Police Admin. Assistant Patricia Rouvel
Sgt. James Babu	Res. Ofc. John Dristilaris
Ofc. Scott Hughes	Res. Ofc. Nate Bowolick
Ofc. Daniele Fortunato	Res. Ofc. Edward Coffin
Ofc. Charles Genetti	Res. Ofc. Jason Smith
Ofc. Timothy Schaeffer	Res. Ofc. Nikki Fahlbeck
Ofc. Timothy Miner	Res. Ofc. Matthew Cristy

Respectfully,
Chief Edward D. Denmark



Offense Listing
01/01/2014 - 12/31/2014

Offenses (State Law) By Month

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTALS</u>
KIDNAPPING	0	0	0	0	0	0	0	0	1	0	0	0	1
RAPE	0	0	0	0	0	0	0	0	0	1	0	0	1
RAPE OF CHILD WITH FORCE	0	0	0	1	0	0	0	0	0	0	0	0	1
LEWDNESS, OPEN AND GROSS	1	0	0	0	0	0	0	0	0	0	0	0	1
ROBBERY, UNARMED	0	0	0	0	0	0	0	0	0	1	0	0	1
A&B WITH DANGEROUS WEAPON	0	0	0	0	0	0	0	0	1	0	0	0	1
ASSAULT BY MEANS OF A DANGEROUS	0	0	0	0	0	1	0	0	0	0	0	0	1
ASSAULT W/DANGEROUS WEAPON	0	0	1	0	0	0	0	0	0	0	0	0	1
MURDER, ATTEMPTED	0	0	0	0	0	0	0	0	1	0	0	0	1
DOMESTIC A&B	0	0	0	0	0	1	0	0	0	0	0	0	1
DOMESTIC ASSAULT	0	1	0	2	0	0	0	0	0	0	0	0	3
A&B	0	0	0	0	0	0	0	0	0	1	0	0	1
A&B DOMESTIC	0	0	2	0	0	0	0	0	0	0	0	0	2
DOMESTIC A&B	0	1	0	0	0	0	0	0	0	0	0	0	1
DOMESTIC A&B	0	0	0	0	1	0	0	0	0	0	0	0	1
DOMESTIC ASSAULT & BATTERY	0	0	0	0	0	0	0	0	1	0	0	0	1
A&B UPON AN ELDERLY/DISABLED P	0	0	0	0	0	0	0	0	0	0	1	0	1
A&B TO INTIMIDATE	0	0	0	0	0	0	0	0	0	1	0	0	1
RESIST ARREST	1	0	0	0	0	0	0	0	0	0	0	0	1
WITNESS, INTIMIDATE	1	0	0	0	0	0	0	0	0	1	0	0	2
TELEPHONE CALLS, ANNOYING - HA	0	0	0	0	0	0	0	1	0	0	0	0	1
DISORDERLY CONDUCT - PEEPING T	0	0	0	0	0	0	0	0	1	0	0	0	1
THREAT TO COMMIT CRIME	0	0	0	0	2	1	0	0	0	2	0	0	5
THREAT TO COMMIT CRIME - MURDER	0	0	0	1	0	0	0	0	0	0	0	0	1
ARSON OF PERSONAL PROPERTY	0	0	0	0	0	0	0	0	0	0	0	1	1
B&E BUILDING NIGHTTIME FOR FELON	0	0	0	0	0	0	0	0	0	3	0	0	3
B&E FOR MISDEMEANOR	0	5	0	1	0	1	1	1	2	1	1	0	13
B&E BUILDING DAYTIME FOR FELON	0	0	0	0	0	1	1	1	0	2	0	0	5
LARCENY OVER \$250	0	0	0	0	0	0	1	0	0	1	0	0	2
LARCENY UNDER \$250	0	0	0	0	0	0	1	0	0	0	0	0	1
LARCENY FROM PERSON +65	0	1	0	0	0	0	0	0	0	0	0	0	1
LARCENY FROM BUILDING	0	0	0	0	0	0	0	0	0	0	2	0	2
LARCENY OVER \$250	0	1	0	0	0	0	0	0	1	0	0	0	2
LARCENY UNDER \$250	0	1	0	1	0	0	0	0	0	0	0	0	2
LARCENY UNDER \$250 - LICENSE P	0	1	0	0	0	0	0	0	0	0	0	0	1
DRUG, LARCENY OF	0	1	0	0	0	0	0	0	0	1	0	0	2
B&E IN TO BOAT/VEHICLE FOR MIS	0	0	0	1	0	0	0	0	0	0	0	0	1
All Other Larceny	0	0	0	0	0	0	0	0	0	0	0	1	1
LARCENY UNDER \$250	0	0	0	0	2	0	0	0	0	0	0	0	2
FIREARM, LARCENY OF	0	0	0	0	0	0	0	1	0	0	0	0	1

Offense Listing
01/01/2014 - 12/31/2014

LARCENY OVER \$250	0	0	0	1	2	1	0	2	1	2	2	4	15
LARCENY UNDER \$250	1	0	0	0	0	3	0	7	1	3	1	0	16
MOTOR VEH, LARCENY OF	0	0	0	0	0	0	0	0	0	1	0	0	1
USE MV WITHOUT AUTHORITY	0	0	0	1	0	0	0	0	0	0	0	0	1
CREDIT CARD, FALSE STATEMENT T	0	0	1	0	0	0	0	0	0	0	0	0	1
RMV DOCUMENT, FORGE/MISUSE	0	0	0	0	0	0	0	0	0	1	0	0	1
RMV DOCUMENT, POSSESS/USE FALS	0	0	0	0	0	0	0	0	1	0	0	0	1
CREDIT CARD FRAUD UNDER \$250	0	0	1	0	0	0	0	0	1	0	0	0	2
MOTOR VEH THEFT, FALSE REPORT	0	0	0	0	0	0	0	0	0	0	1	0	1
CREDIT CARD FRAUD OVER \$250 BY	0	0	0	0	0	0	0	1	0	0	0	0	1
CREDIT CARD, FORGE OR UTTER FO	0	0	0	0	0	0	0	0	1	0	0	0	1
IDENTITY FRAUD	1	1	1	2	1	1	2	0	1	1	1	0	12
RECEIVE STOLEN PROPERTY +\$250	0	0	0	0	0	0	0	0	0	1	0	0	1
RECEIVE STOLEN PROPERTY -\$250	0	0	0	0	0	0	0	0	0	1	0	0	1
RAILROAD BRIDGE, VANDALIZE	0	0	1	0	0	0	0	0	0	0	0	0	1
GLASS IN BUILDING, BREAK	0	0	0	0	0	0	0	0	0	1	0	0	1
DEFACE PROPERTY/VANDALISM	0	1	0	0	0	0	0	0	0	0	0	0	1
PROPERTY REAL/PERSONAL INTENTI	0	0	1	1	0	1	0	0	0	1	0	1	5
PROPERTY REAL/PERSONAL WANTON	0	0	0	1	0	0	0	0	0	0	0	0	1
VANDELIZE PROPERTY	0	0	0	0	0	0	0	0	1	0	0	0	1
DESTRUCTION OF PROPERTY +\$250,	0	0	0	1	0	0	1	1	0	2	0	0	5
DESTRUCTION OF PROPERTY +\$250,	0	3	0	3	0	0	0	0	0	0	0	0	6
DESTRUCTION OF PROPERTY -\$250,	0	1	0	0	0	2	0	3	0	2	2	0	10
DESTRUCTION OF PROPERTY -\$250,	1	0	0	0	0	0	0	0	0	0	0	0	1
DRUG, DISTRIBUTE CLASS D	0	0	0	0	0	0	0	1	0	0	0	0	1
DRUG, POSSESS TO DISTRIB CLASS	0	0	0	0	0	0	0	1	0	0	1	0	2
DRUG, POSSESS CLASS D	0	0	0	0	0	0	0	0	0	0	1	0	1
DRUG, POSSESS CLASS E	0	0	0	1	0	0	0	0	0	0	0	0	1
DANGEROUS WEAPON, CARRY	0	0	0	0	0	0	0	0	0	1	0	0	1
LARCENY BY CHECK OVER \$250	0	0	0	0	0	1	0	0	0	0	0	0	1
DISTURBING THE PEACE	1	0	0	0	0	0	0	0	0	0	0	0	1
OUI DRUGS	0	0	0	1	0	0	0	0	0	0	1	0	2
OUI LIQUOR	1	1	1	0	0	1	0	1	0	1	2	0	8
OUI LIQUOR, 2ND OFFENSE	1	0	0	1	0	0	0	0	0	0	0	0	2
OUI CHILD ENDANGERMENT	0	0	0	0	0	0	0	1	0	0	0	0	1
PROTECTIVE CUSTODY	0	0	1	0	0	0	0	0	0	0	0	0	1
LIQUOR, PERSON UNDER 21 POSSES	0	0	0	0	0	0	1	3	0	0	2	0	6
ALCOHOL IN MV, POSSESS OPEN CO	0	0	0	0	0	0	0	0	0	0	2	0	2
TRESPASS	0	0	1	0	0	0	0	4	0	0	0	0	5
TRESPASS WITH MOTOR VEHICLE	0	0	0	0	0	0	0	1	0	0	0	0	1
ALCOHOL/DRUG DEPENDANT COMMITM	0	1	0	0	0	1	0	0	0	0	0	0	2
VANDELIZE PROPERTY	0	4	0	0	0	1	3	0	0	0	0	1	9
MINOR TRANSPORTING	0	0	0	0	0	0	0	0	0	0	1	0	1
DOMESTIC A&B	0	1	0	0	0	0	0	0	0	0	0	0	1

Offense Listing
01/01/2014 - 12/31/2014

ABUSE PREVENTION ORDER, VIOLAT	0	0	0	0	1	1	0	0	0	0	1	0	3
DOMESTIC ASSAULT & BATTERY	0	0	0	0	0	0	0	0	1	0	1	0	2
DOMESTIC A&B	0	0	0	0	0	0	0	1	0	0	0	0	1
ELDER/DISABLED, PERMIT INJURY	0	0	1	0	0	0	0	0	0	0	0	0	1
GLASS, THROW ON PUBLIC WAY	0	0	0	0	0	1	0	0	0	0	0	0	1
HARASSMENT, CRIMINAL	0	0	0	0	0	0	0	0	0	0	2	0	2
TRESPASS AFTER NOTICE	0	0	0	0	1	0	0	0	0	0	0	0	1
TRESPASS,PRIVATE PROPERTY	0	0	0	1	0	2	0	0	0	0	0	0	3
MISLEADING/THREATING/ATTEMPT T	0	0	0	0	0	0	1	0	0	0	0	0	1
CRIME REPORT, FALSE	0	0	0	0	0	0	0	0	0	0	1	0	1
TRASH, LITTER	0	0	0	0	0	0	0	0	1	0	0	0	1
ATTEMPT TO COMMIT CRIME ((LARC	0	0	0	0	0	0	0	1	0	0	0	0	1
ATTEMPT TO COMMIT CRIME (LARCE	0	0	0	0	1	0	0	0	0	0	0	0	1
LICENSE REVOKED	0	0	0	0	0	1	0	1	1	0	0	0	3
REGISTRATION REVOKED, OP MV. W	0	0	0	0	2	0	0	0	0	0	0	0	2
USE MV WITHOUT AUTHORITY, 2ND	0	0	0	0	0	1	0	0	0	0	0	0	1
NEGILGENT OPERATION OF MOTOR V	0	1	0	1	0	0	0	2	0	0	1	0	5
NEGLIGENT OPERATION OF MOTOR V	0	0	0	0	0	0	1	0	0	1	0	0	2
JUNIOR OPERATOR WITH PASSENGER	0	0	0	0	0	0	0	1	0	0	0	0	1
ILL USE OF MOBILE PHONE	0	0	0	0	0	0	0	1	0	0	0	0	1
Straight Warrant	0	0	1	0	0	0	0	2	1	0	1	0	5
FOLLOWING TOO CLOSELY	0	0	0	0	0	0	0	0	0	0	0	1	1
PASSING VIOLATION	0	0	0	0	0	0	1	0	0	0	0	0	1
MARKED LANES VIOLATION	2	1	1	2	0	0	2	1	1	1	3	0	14
FAIL TO YIELD TO MV RIGHT OF W	0	0	0	0	1	0	0	0	0	0	0	0	1
STOP/YIELD, FAIL TO	1	0	0	0	0	0	0	1	0	0	0	0	2
UNLICENSED OPERATION OF MV	2	1	3	1	2	0	1	0	1	0	0	0	11
LICENSE NOT IN POSSESSION	1	0	0	0	0	0	0	0	0	0	0	0	1
REGISTRATION NOT IN POSSESSION	0	0	0	0	0	1	0	0	0	0	0	0	1
UNSAFE OPERATION OF MV	0	0	0	1	0	0	0	0	0	0	0	0	1
SEAT BELT, FAIL WEAR	1	0	0	1	0	0	0	0	0	0	0	0	2
SPEEDING	1	1	0	1	0	0	0	0	0	0	1	0	4
SPEEDING - TOO FAST FOR CONDIT	0	1	0	0	0	0	0	0	0	0	0	0	1
SPEEDING - POSTED SPEED LIMIT	1	2	2	0	2	0	2	0	0	0	0	0	9
SPEEDING IN VIOL SPECIAL REGUL	0	0	0	0	0	0	0	2	0	0	1	0	3
INSPECTION/STICKER, NO	0	1	1	0	0	0	0	0	0	0	0	0	2
ATTACHING A REGISTRATION PLATE	0	0	0	0	0	0	0	0	0	1	0	0	1
LICENSE SUSPENDED, OP MV WITH	1	0	0	0	2	2	0	1	1	1	0	1	9
LICENSE SUSPENDED, OP MV WITH	0	0	1	0	0	0	0	0	0	0	0	0	1
LICENSE SUSPENDED, OP MV WITH,	2	0	0	0	0	0	1	0	1	0	0	0	4
NUMBER PLATE VIOLATION TO CONC	0	0	0	0	0	0	0	0	0	1	0	0	1
REGISTRATION REVOKED, OP MV. W	0	0	1	0	0	0	0	0	0	1	1	0	3
REGISTRATION REVOKED, OWNER AL	1	0	0	0	0	0	0	0	0	0	0	0	1
REGISTRATION SUSPENDED, OP MV	0	1	0	0	0	2	0	0	0	0	0	1	4

Offense Listing
01/01/2014 - 12/31/2014

UNLAWFULLY ATTACHING PLATES	1	0	0	0	0	0	0	0	0	0	0	0	1
LEAVE SCENE OF PROPERTY DAMAGE	0	1	0	1	0	1	1	0	3	0	2	1	10
NEGLIGENT OPERATION OF MOTOR V	2	1	1	1	0	0	0	0	0	0	1	0	6
NEGLIGENT OPERATION INJURY FRO	0	0	0	0	0	0	0	1	0	0	0	0	1
IDENTIFY SELF, MV OPERATOR REF	0	0	0	0	0	0	1	0	0	0	0	0	1
STOP FOR POLICE, FAIL	0	0	0	0	0	0	1	0	0	0	0	0	1
OWNER ALLOW UNINSURED MOTOR VE	1	0	0	0	0	0	0	0	0	0	0	0	1
UNINSURED MOTOR VEHICLE	0	1	1	0	2	0	0	1	0	1	0	0	6
LIGHTS VIOLATION, MV	0	0	0	0	1	0	0	1	0	0	0	0	2
OWNER ALLOW OPERATION OF UNREG	1	0	0	0	0	0	0	0	0	0	0	0	1
UNREGISTERED MOTOR VEHICLE	0	1	1	0	3	0	0	1	1	1	0	0	8
SNOW/REC VEH ACCIDENT, FAIL RE	0	0	0	1	0	0	0	0	0	0	0	0	1
TOTALS	27	38	25	31	26	29	23	48	27	41	37	12	364



Records Analysis Report
01/01/2014 - 12/31/2014

Offenses (In Arrests) By Age Group

	<u>00-10</u>	<u>11-17</u>	<u>18-24</u>	<u>25-34</u>	<u>35-54</u>	<u>> 55</u>	<u>TOTALS</u>
Murder And Nonnegligent Mansla							
Negligent Manslaughter							
Justifiable Homicide							
Kidnapping / Abduction							
Forcible Rape							
Forcible Sodomy							
Sexual Assault With An Object							
Forcible Fondling							
Robbery							
Aggravated Assault							
Simple Assault		1	3	1	1	2	8
Intimidation					1		1
Arson							
Extortion / Blackmail							
Burglary / Breaking And Enteri						2	2
Pocket-Picking				1			1
Purse-Snatching							
Shoplifting							
Theft From Building			1				1
Theft From Coin-Operated Machi							
Theft From Motor Vehicle							
Theft Of Motor Vehicle Parts O							
All Other Larceny			1				1
Motor Vehicle Theft		1					1
Counterfeiting / Forgery			1				1
False Pretenses / Swindle / Co					1		1
Credit Card / Automatic Teller							
Impersonation							
Welfare Fraud							
Wire Fraud							
Embezzlement							
Stolen Property Offenses							
Destruction / Damage / Vandali			2				2
Drug / Narcotic Violations		1		1	1		3
Drug Equipment Violations							
Incest							
Statutory Rape							
Pornography / Obscene Material							
Betting / Wagering							
Operating / Promoting / Assist							
Gambling Equipment Violations							
Sports Tampering							
Prostitution							
Assisting Or Promoting Prostit							
Bribery							
Weapon Law Violations				1			1
Bad Checks							
Curfew / Loitering / Vagrancy							
Disorderly Conduct							
Driving Under The Influence			3	4	3		10
Drunkenness				1			1
Family Offenses, Nonviolent							
Liquor Law Violations			1				1
Peeping Tom							
Runaway							
Trespass Of Real Property			2				2

Records Analysis Report
01/01/2014 - 12/31/2014

All Other Offenses	2	5	3	9	2	21	
Traffic, Town By-Law Offenses	1	6	14	9	5	35	
TOTALS	<u>0</u>	<u>6</u>	<u>25</u>	<u>26</u>	<u>25</u>	<u>11</u>	<u>93</u>



Harvard Police Department
From: 01/01/2014 Thru: 12/31/2014

Jurisdictions: HAR
Location: ALL
Street: ALL
Intersecting Street:
Zones: ALL

Accidents By Street Name

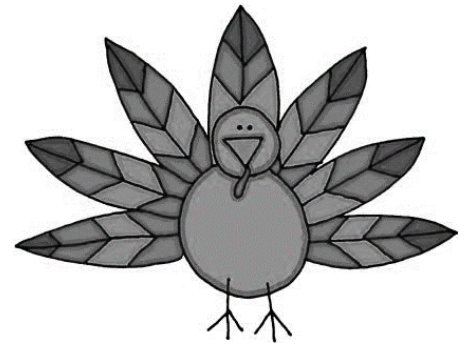
<u>Street / Location Names</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTALS</u>
AYER RD	7	4	0	0	1	2	0	3	1	2	4	5	29
BLANCHARD RD	1	0	0	0	0	0	0	0	0	0	0	0	1
BOLTON RD	1	0	0	0	1	0	1	0	0	0	0	0	3
ELDRIDGE RD	0	1	0	0	0	0	0	0	0	0	0	0	1
FAIRBANKS ST	1	0	0	0	0	0	0	0	0	0	0	0	1
HYNES LN	0	1	0	0	0	0	0	0	0	0	0	0	1
LITTLETON RD	1	0	1	0	0	0	0	0	0	1	3	0	6
MASS AVE	0	2	1	1	0	1	0	0	0	1	0	0	6
METTACOMETT PATH	0	0	0	0	0	1	0	0	0	0	0	0	1
OAK HILL RD	0	0	0	0	0	0	0	0	0	0	1	1	2
OLD LITTLETON RD	0	2	0	1	0	0	0	0	1	0	0	0	4
OLD SHIRLEY RD	1	0	0	0	0	0	0	0	1	0	0	0	2
PROSPECT HILL RD	0	0	0	0	0	0	1	0	0	0	0	0	1
SCOTT RD	0	0	0	0	0	0	1	0	0	1	0	0	2
SHAKER RD	0	0	0	0	0	0	0	0	0	0	3	0	3
SIMON ATHERTON ROW	0	0	0	0	0	0	0	1	0	0	0	0	1
SLOUGH RD	0	0	0	0	0	0	0	1	0	0	0	0	1
SOUTH SHAKER RD	0	0	0	0	0	0	0	1	0	0	1	0	2
STILL RIVER RD	0	0	1	0	0	0	0	0	0	1	0	1	3
STOW RD	2	1	0	1	0	0	0	1	0	1	1	0	7
WEST BARE HILL RD W	1	0	0	0	0	0	0	0	0	0	0	0	1
TOTALS	15	11	3	3	2	4	3	7	3	7	13	7	78

Harvard Police Department

Location/Street Breakdown
From: 01/01/2014 Thru: 12/31/2014

Street / Location Name	Fine Total	# Offenses
*Street Total - > HARVARD, MA	300.00	3
*Street Total - AYER RD 1 > HARVARD, MA	0.00	2
*Street Total - AYER RD 2ND F > HARVARD, MA	0.00	2
*Street Total - AYER RD 7 > HARVARD, MA	0.00	1
*Street Total - AYER RD > HARVARD, MA	8890.00	170
*Street Total - AYER RD B > HARVARD, MA	105.00	1
*Street Total - AYER RD G > HARVARD, MA	105.00	1
*Street Total - BLANCHARD RD > HARVARD, MA	100.00	5
*Street Total - BOLTON RD > HARVARD, MA	2100.00	29
*Street Total - CODMAN HILL > BOXBOROUGH, MA	0.00	1
*Street Total - DEPOT RD > HARVARD, MA	0.00	5
*Street Total - ELDRIDGE RD > HARVARD, MA	0.00	2
*Street Total - FAIRBANKS ST > HARVARD, MA	105.00	2
*Street Total - FINN RD > HARVARD, MA	0.00	4
*Street Total - HARVARD, MA	585.00	14
*Street Total - LITTLETON RD > HARVARD, MA	255.00	8
*Street Total - MADIGAN LN > HARVARD, MA	0.00	2
*Street Total - MASS AVE > HARVARD, MA	6835.00	90
*Street Total - METTACOMETT PATH > HARVARD, MA	0.00	2
*Street Total - MYRICK LN > HARVARD, MA	0.00	1
*Street Total - OAK HILL RD > HARVARD, MA	0.00	1
*Street Total - OLD LITTLETON RD > HARVARD, MA	0.00	7
*Street Total - OLD SHIRLEY RD > HARVARD, MA	735.00	30
*Street Total - ORCHARD HILL RD > HARVARD, MA	0.00	1
*Street Total - PINNACLE RD > HARVARD, MA	215.00	4
*Street Total - POND RD > HARVARD, MA	0.00	1
*Street Total - POOR FARM RD > HARVARD, MA	1320.00	22
*Street Total - PROSPECT HILL RD > HARVARD, MA	1575.00	25
*Street Total - ROUTE 2 - EAST HWY > HARVARD, MA	155.00	3
*Street Total - ROUTE 2 WEST BOUND > HARVARD, MA	305.00	1
*Street Total - S SHAKER RD > HARVARD, MA	0.00	10
*Street Total - SANDY POND RD > AYER, MA	0.00	2
*Street Total - SCOTT RD > HARVARD, MA	0.00	3
*Street Total - SHAKER RD > HARVARD, MA	0.00	7
*Street Total - SIMON ATHERTON ROW > HARVARD, MA	0.00	3
*Street Total - SLOUGH RD > HARVARD, MA	555.00	13
*Street Total - SOUTH SHAKER RD > HARVARD, MA	0.00	2
*Street Total - STILL RIVER RD > HARVARD, MA	3785.00	51
*Street Total - STOW RD > HARVARD, MA	340.00	19
*Street Total - W BARE HILL RD > HARVARD, MA	155.00	3
*Street Total - WEST BARE HILL RD > HARVARD, MA	175.00	4
*Street Total - WEST BARE HILL RD W > HARVARD, MA	0.00	2
*Street Total - WOODCHUCK HILL RD > HARVARD, MA	105.00	1
TOTALS	\$28800.00	560

ANNUAL TURKEY RAFFLE



EDUCATION

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

➤ ➤ ➤ SUPERINTENDENT OF SCHOOLS ◀ ◀ ◀



It is my pleasure to write this annual report in my first year as Superintendent of the Harvard Public Schools. As our core value statements attest, we appreciate that the Harvard community provides the necessary resources to best serve our students, and we hold ourselves responsible for the appropriate use of those resources. In this report, I will share with you some of the ways we are using the resources to maintain the top quality education that the community financially supports, and students, parents, and staff have grown to expect and appreciate.

We started the 2014-15 school-year with a new Vision Statement and Core Value Statements, a new superintendent, a new elementary principal, a new elementary special education coordinator, new teachers, and a new technology initiative for students and staff. These significant changes moved us into the next stage of progress for the school district. The new principal, Sue Frederick, the new teachers, and the new coordinator bring with them experiences and diverse backgrounds which add to our tradition of excellence. By combining a veteran teaching staff with new hires, we encourage a variety of approaches to student learning and collaboration with colleagues.

Each of us who has joined the Harvard Public Schools embraces the new Vision Statement. We understand that in order to see the vision fulfilled, we will need to focus our attention on putting the words and their message into action. During this first year of adoption, we are making the statement visible and understood through dialogues and visible attention. The Vision Statement is heard and seen across the district. It is read at meetings and posted at the entry of the district buildings.

Harvard Public Schools community, a leader in educational excellence, guides each student to realize his or her highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They continue to develop the confidence and ability to collaborate, contribute, and adapt in an ever-changing world.

On a recent classroom visit I watched three students present their persuasive presentations on how we might move closer to the vision described in the statement. One student's project focused on the importance of bringing back Home Economics type classes in high school, and the other two students presented the idea of lessons focused on teaching Harvard students about navigating city life. Their well thought out presentations demonstrated effective communication and creativity. They agreed with the need to balance academic achievement with personal well-being in pursuit of their individual dreams. This project

exemplifies our interest in graduating seniors who rank top in the State, but only if those students also know how to collaborate in their work and contribute and adapt in an ever-changing world. Academic pursuit alone no longer ensures students' success.

We continue to look for ways to keep our teaching practices current and most meaningful to students. Our technology initiatives helped us to focus on the Vision Statement in three ways: access and apply knowledge, collaboration and creativity. This year we piloted iPads for every fifth grader along with iPads for every teacher and several carts of iPads at The Bromfield. The teachers and administrators attended professional development and visited other districts to ensure successful implementation of the iPads into the classroom setting. We wanted the iPad as a learning tool to enhance project based learning, create easier workflow and feedback loops between peers and teachers, as well as to motivate students to learn differently. A mid-year evaluation of the fifth grade pilot program supported our progress as measured by students, parents and staff. Next year, the pilot program will expand to include sixth graders. We will be studying whether a full fifth through twelfth grade lease for iPads would be a responsible use of district resources.

Besides iPads as a learning tool, we are consistently adapting to an ever changing world as we model this part of the Vision Statement for our students. There are State initiatives such as aligning our curriculum to the Common Core Standards, using district determined measures and gathering feedback from students and staff. There are opportunities for our students to participate with other students across the State and around the world through sports, arts, Model UN, travel programs, and academic competitions. By providing a strong academic environment and a balanced program of extracurricular activities, we hope to support the individual dreams of each student attending the Harvard Public Schools.

Respectfully submitted,
Dr. Linda G. Dwight
Superintendent of Schools



➤ ➤ ➤ **HILDRETH ELEMENTARY SCHOOL** ⏪ ⏪ ⏪

It is a real pleasure and honor to begin my first Annual Report as the Principal of the Hildreth Elementary School with a thank you to the faculty of the Hildreth Elementary School, district administration, and the parents and community of Harvard. Everyone has been very welcoming and supportive to me as I made the transition into my new role. This level of support is a wonderful theme of welcoming and caring that permeates throughout each school day.

Hildreth Elementary School continues to provide high quality learning for students in a safe and nurturing environment. Evidence of this comes from many sources. Our most recent MCAS scores indicated that the 5th grade students placed 7th in the state in the area of Science. An overwhelming majority of students in 3rd-5th grade continue to place in the advanced and proficient categories for English Language Arts and Math. With the support of the Parent Teacher Organization and the Harvard Schools Trust, students participate in enrichment

programs that enhance their learning. The following is only a small sample of the type of programs that students experience: Natures' Classroom (5th grade), Wolf Hallow (4th grade), Cartography (3rd grade), Native American Perspectives (2nd grade), Butterfly Museum (1st grade), Kosmic Kelly (Kindergarten).

More intangible to measure but equally important is the sense of community we try to instill in our students. 5th grade peer leaders, safety patrol, and fitness leaders support a variety of activities within the school. Buddy classroom relationships are formed between students in older and younger grades. Events such as the whole school sing-a-long, assemblies, and spirit days bring us together for some fun and community building. Reaching out beyond our walls students participate in activities that impact the community at large. We have a whole school recycling program that all students are involved in. We sponsored a pajama drive and students made placements and cranberry bread to donate to the local food pantry. 5th graders traveled to area nursing homes to perform concerts during the holiday season, and each year we take time to honor our Veterans at a school wide assembly.

We continue to implement the state initiatives. The Department of Elementary and Secondary Education has required us to collect district determined measures (DDM's) for all teaching staff in order to continue to evaluate and improve our instructional practices. We are in the process of collecting this data. We continue to align our curriculum with the Common Core Standards. We also are implementing our new district Vision and Mission Statements and Core Values. The Hildreth School Council has created a School Improvement Plan based on both state and district initiatives. A copy of this plan can be found on our school website. Included in this plan is a focus area on maintaining and increasing parent and community involvement. We began a technology 1:World Pilot Program in 5th grade at the start of the 2014-15 school year. All students in 5th grade received iPads, and teachers are integrating technology in order to enhance the students' ability to access knowledge, think creatively, and collaborate. We have been monitoring the pilot and will evaluate the effectiveness of the program at the end of the year. We utilize the scheduled early release days to provide time for collaboration and planning for all of these initiatives.

As we look ahead to the coming years, the School Committee will continue to explore the possibility of a building project that would involve the construction of a new kindergarten wing. We will continue to implement technology with the hopes of expanding the 1:World initiative as well as continue to implement the school improvement plan and state initiatives. Sadly, we will say goodbye to three veteran teachers and our associate principal as they plan to retire at the end of the year. Together with teachers, parents, and administration we will begin our search to fill these positions with well-qualified candidates. Working collaboratively with Superintendent Dr. Linda Dwight, we will continue to move forward to ensure Hildreth Elementary School continues to foster a positive and nurturing learning environment for all of our students.

Respectfully Submitted,
Sue Frederick
Principal, Hildreth Elementary School



➤ ➤ ➤ **BROMFIELD SCHOOL** ⬅ ⬅ ⬅

During the 2014 school year, the Harvard Public School District took a number of major steps in setting its course for the future. One of the major accomplishments of the district, which will directly impact the experiences of all our students, was the creation of the district's Strategic Plan 2014-2017. This comprehensive plan includes an updated vision statement, as well as, updated core values for our district. The strategic plan is already having a direct impact on our students, and the district and school improvement plans that it has inspired will continue to move The Bromfield School in a positive direction. Some of the key goals identified within our district and school improvement plans include the continual integration of technology into instruction, the expansion of social emotional support services and programs available for students, the continuing process of curriculum design and alignment, and the ongoing development of our teacher evaluation system to remain in compliance with state mandates. The complete Strategic Plan, as well as, the district and school improvement plans are available on line at www.psharvard.org.

In the summer of 2014, all teachers at The Bromfield School were issued their own iPads as part of the district's new Technology Plan. Teachers were also offered a variety of professional development opportunities as they pursued new approaches to integrate this technology into their classroom instruction. This technology integration was also supported by the three iPad carts that were acquired for Bromfield as part of the new Technology Plan. Each iPad cart comes equipped with a classroom set of iPads, which allows students direct access to the iPad as an instructional tool.

Bromfield also continues to expand support services that are available to our students. During the 2013-2014 school year, a school adjustment counselor was added to the faculty and this position has greatly increased the level of service available to students with social emotional needs. In addition, during 2014 the Life Lines suicide prevention program was introduced as part of our school curriculum, and a grief support group was initiated to support our students dealing with loss. The 2014-2015 school year also welcomed the expansion of our 'Roundtable' advisory program which now includes grades 8 and 9.

Even as we expand both our instructional repertoire and the support services available to all students, I am pleased to know our faculty and students continue to maintain a high level of academic success. Once again, in 2014, Bromfield students received statewide recognition for their achievements in the academic and the extracurricular realms. The performance of Bromfield students on the state-wide assessment (MCAS) continues to lead the state, with 100% of the class of 2016 scoring in the Advanced or Proficient range in English Language Arts. Scores on the Mathematics sub tests were also impressive with 98% of the class of 2016 scoring in the advanced and proficient range. Bromfield students continue to excel with average SAT scores well above the state and national averages. Student participation in Advanced Placement courses and their performance on AP exams continues to be outstanding. In 2014, The Bromfield School fielded a number of very competitive athletic teams with the boys' tennis team winning their league title, girls' lacrosse winning the league and district championships, both the boys' and girls' soccer teams winning their league titles, field hockey

won their league title, as did the golf and the boys' cross country teams. Bromfield School students continue to achieve excellence in a variety of other academics and extra-curricular areas, receiving top honors in the New England Math League, and consistent recognition in voice, band, drama, and art competitions, as well as athletic events. Students have also been active in school organizations including the National Honor Society (NHS), Student Council, Model UN, The Gay/Straight Alliance, Yearbook, The Green Team, World of Difference, Math Team, Art Club, The Mirror, SADD, The Bromfield Review, Video Club, Strategy Games Club, Tri-M Music Honor Society, Bromfield Cares, Bromfield Cares Jr, The Economics Club, Creative Writing Club and the Photography Club. This year we also welcomed three new clubs to Bromfield the Economics Club, the Creative Writing Club, Photography Club and the TV Production Club.

In June of 2014, The Bromfield School graduated a class of 100 students, during a beautiful ceremony held on the lawn in front of 'Old Bromfield'. We are proud of the accomplishments of all of our graduates, both academically and in their contributions to our school and community.

In the fall of 2014, The Bromfield School welcomed a sixth grade class of 99 students, and the current enrollment at The Bromfield School is 714 students in grades 6 – 12.

I am proud 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 spirit of cooperation, along with the commitment and hard work of our dedicated teachers, students, and administration, continue to make The Bromfield School a source of pride for our community.

Respectfully submitted,

James F. O'Shea
Principal



Principal James O'Shea at Graduation



➤ ➤ ➤ SCHOOL COMMITTEE ◀ ◀ ◀

As part of the Strategic Plan adopted in 2014, the School Committee is pleased to present the following vision and mission statements:

Vision: The Harvard Public Schools community, a leader in educational excellence, guides each student to realize his or her highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They continue to develop the confidence and ability to collaborate, contribute, and adapt in an ever-changing world.

Mission: Our mission is to provide an outstanding educational experience for all students and to help them develop curiosity, perseverance, and social responsibility.

The School Committee extends its thanks and appreciation to the Strategic Planning Steering Committee of fifteen members, representing students, faculty, administrators, community members, school council, school committee and an outside consultant, Dr. George Ladd, who met over the course of eight months to develop the Plan. To view the complete plan with ongoing goals toward the fulfillment of our vision, please use the following link: http://www.psharvard.org/superintendent/documents/strategic_plan.pdf

The School Committee has five major roles:

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

The School Committee typically meets on the second and fourth Monday evenings of a given month. A meeting schedule and agenda is available on the town website at least 48 hours in advance, and meetings are usually televised on the local cable access channel. The public is encouraged to attend and participate. Open meeting time is provided at regularly scheduled meetings for public input, questions, and comments.

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 Councils; and the support of the community at large.

In July, the School Committee officially welcomed Dr. Linda Dwight as its new Superintendent following former Superintendent Dr. Connelly's three-year term. Dr. Dwight

has stepped into her new role without missing a beat, bringing strong leadership and visionary skills while maintaining and improving the management tools implemented by Dr. Connelly. Recognizing the need to allow Dr. Dwight time to evaluate and assess the district's strengths and challenges, the School Committee took on a shorter than usual list of goals for the year.

1. Optimizing the school calendar for student learning and efficiency
2. Determining a plan for the use and/or disposition of the Bromfield House
3. Upgrading the science labs at The Bromfield School to address recommended improvements
4. Designing and implementing metrics to assess student learning and achievement above and beyond standardized testing
5. Reviewing the structure and amount of fees associated with sports and extracurricular activities to ensure adequate funding and opportunities

Progress on these goals and on the District Improvement Plans are part of the school committee agendas throughout the year.

Following the recommendations of multiple evaluations of the Kindergarten Wing at HES, the School Committee and the Board of Selectman have authorized Dr. Dwight to submit a request for state aid for renovations to this 64 year old structure. A well-known, but contained mold hazard has prevented simple maintenance and upgrades. If state aid is approved the School Committee will take a request to the town for approval to fund this much-needed project. Due to the lengthy process of securing state aid, we anticipate a 2017 build date.

In addition to the above goals, the School Committee approved the implementation of an updated Technology Plan in 2014. The plan included a pilot program to put technology devices into the hands of students. In September, 92 fifth-graders were given iPads for use in the classroom and at home. Feedback from both parents and students is overwhelmingly positive and in December the School Committee voted to expand the pilot program next year to include an additional grade. Our thanks go to the many staff and administrators who have played key roles in the smooth and efficient roll-out of the One to World pilot, especially Chris Boyle (IT Director), Elizabeth Cregan (HES Library/Media Technology Specialist) and the fifth grade team.

Fiscal year 2015 focused on efficiency of spending while maintaining the programs, materials and personnel important to an excellent education. The renovated Pond Road Parking Lot, re-surfaced gym floor at the high school, new textbooks and curriculum materials and various maintenance projects at both HES and Bromfield are examples of the many actions taken to maintain and improve our schools. The Harvard School District continues to provide exceptional quality education at a moderate cost to Harvard taxpayers. Harvard's per-pupil cost for FY14 was \$15,522.64, which is about 6% higher than the Massachusetts state average of \$14,570.95.

With the support, expertise and guidance of Dr. Joseph Connelly and Harvard's School Business Manager, Lorraine Leonard, the School Committee developed and approved the final

FY15 school budget presented at the April 2, 2014 Town Meeting. The School Committee's final budget for FY15 totaled \$12,019,625, a 1.05% (\$125,137) increase above the \$11,894,488 FY14 school budget; it was presented at a March 10, 2014 public hearing. Our thanks go to Lorraine Leonard, Dr. Connelly and Dr. Dwight for their shrewd fiscal management and keen attention to managing our precious resources!

In May of 2014 the School Committee ratified a new contract with Mass Development for the continued education of Devens students. This seven-year contract secures both the much relied upon funding which has allowed the schools to thrive during the recent financial downturn and offers assurance to the over 45 Devens families who have become an integral part of our school community. While the majority of funds derived from this contract offset our operating budget, a significant amount has been used to fund the Technology Plans. Harvard is fortunate to have the added financial support of The Harvard Schools Trust, and the PTO as well as the ongoing support of taxpayers, and every family that contributes funds for materials and programs both in and outside of the classroom.

In addition to having a new Superintendent, Dr. Linda Dwight, at the start of school year 2015/16, a new principal has been hired to lead Hildreth Elementary School this year. The District is fortunate to have Susan Fredericks, who began her leadership role on July 1, 2014.

The School Committee also says farewell to seven staff members who will be retiring at the end of this school year: Gretchen Henry (Associate Principal), Kathy Kittredge and Maryann Cheveralls, (fourth grade teachers), Debbie Carroll, (first grade teacher), Steve Besold, (high school history teacher), Annie Redford and Sharon Mrakovich, (learning assistants). We thank them for their service and wish each one of them the very best.

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,

SusanMary Redinger, Chair
Robert Sullebarger
Kirsten Wright

Patricia Wenger, Vice Chair
Jennifer Bedford
Maureen Babcock, Devens Representative



CIVIL WAR ENCAMPMENT

A Civil War reenactment group, the 28th Massachusetts Volunteer Infantry, staged a living history encampment in June. This was set up by 8th Grade US History Teacher Kristin McManus in conjunction with the 150th Anniversary of the Civil War which also fit in with the 8th grade U.S. history curriculum and their study of the Civil War.



➤ ➤ ➤ SCHOOL NURSE ◀ ◀ ◀

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

Throughout 2014, the school nurses have attended a variety of initiatives and training. We attended several continuing education opportunities. These included topics such as:

- Suicide prevention
- Grief counseling- Grief Group Training
- Asthma and health disparities in school-aged children
- Behavioral health issues
- CPR training
- Emergency preparedness
- Gay, bisexual, lesbian, transgender issues in the school setting

In 2014, we were fortunate to have had three student nurses from Northeastern University train in our district. The student nurses helped in the health offices but also were in the classrooms and work directly with the students. The lessons ranged from proper hand washing and good nutrition at Hildreth Elementary School (HES) to stress relief and yoga at The Bromfield School (TBS).

The nursing department is a recipient of the Essential School Health Grant from the Massachusetts Department of Public Health (MDPH). Our goals for this year's funds are to pay for assistance with our mandated health screenings and any equipment needs that arise.

At 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 2014, there were:

School	Students	Staff	Total
HES	2,836	32	2,868
Bromfield	5,327	124	5,451
Total	8,163	156	8,319

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 our over the counter medication orders are reviewed and approved by our school physician. In 2014, 6,400 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 increased health needs of our students.

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	682
Hearing	K – 3 rd , 7 th , 10 th	674
BMI/Growth (height and weight)	1 st , 4 th , 7 th , and 10 th	681
Postural	5 th – 9 th	397

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

In addition to seeing students and staff in the health office throughout the school day, nurses also attend staff meetings, multidisciplinary team meetings, parent meetings, home visits, committee meetings, and policy meetings regarding health policies of the district. We work closely with the athletic director to ensure our athletes are healthy and safe while participating in sports. We 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. I appreciate all the support that we receive from the staff and the community and look forward to the challenges of the upcoming year.

Respectfully submitted,
Colleen Nigus, RN, MSN
Nurse Leader
Harvard Public Schools



➤ ➤ ➤ **COMMUNITY EDUCATION** < < <

Community Education has been part of the Harvard Public Schools for the past 21 years. These fee-based, self-supporting programs include Spectrum, Summer Adventure, Bridges Before and After School Care, Global Child, Crosslinks, and Adult Education classes.

Spectrum enrichment classes are offered after school, during the summer and occasionally during school vacations. On a teacher professional day in the fall (a no-school day) a field trip to the Museum of Science was offered, fun was had by all! A new class this fall was Introduction to Fencing, offered by a Bromfield student who was sharing a love of the sport and learning leadership skills. Other Spectrum programs range from science and robot building, basketball, arts and crafts to chess, cooking, and baking. Forty children in grades 4 and 5 participated in the worldwide Math Olympiad program which stimulates enthusiasm for math while introducing concepts and strategies

for problem solving. Other popular programs are Engineering with Lego® offered by Play-Well TEKnologies and drama with Superstar Productions. Courses are offered by teachers, townspeople and outside companies. Programs offered during July and August range from basketball, field hockey, gymnastics, to Gear Up for Kindergarten and Ultimate (Frisbee™). Harvard Community Education and Park & Rec teamed up again, offering summer tennis lessons for all ages through the Marcus Lewis Tennis program.

Summer Adventure is a full day program offered on a weekly basis during July. It includes drama with a play performed for parents, cooperative games, science, nature and art as well as swimming lessons at the pond run by Harvard Park & Rec.

The Bridges program provides supervised before and after school care for elementary students in kindergarten through grade 5, following the school calendar. Students can register for either a regular schedule or the “Drop-In” option for occasional use. Rates vary according to a student’s schedule. On Early Release days special activities or field trips are planned. These events can range from pumpkin picking, a movie at the Strand Theater or a visit from Animal Adventures at the school.

Language classes are offered through Community Education by Global Child, Inc. offering Spanish, French and Chinese to students in grades K-5. Using the curriculum created by Global Child, the teachers have children experience languages through games, songs, and dance.

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. Math Olympiad and Work Out in the Weight Room were popular class for middle school students.

Adult Education courses are held during the fall, winter and spring. Courses that have been offered range from Retirement Planning to yoga, Zumba™, dance, Qigong, Real Estate Investment, Maximize Your College Financial Aid, as well as very popular on-line computer and enrichment courses through Education to Go (ed2go.com/harvardadad).

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,

Judy Cavanaugh (jcavanaugh@psharvard.org)
Community Education Coordinator



➤ ➤ ➤ **MONTY TECH** < < <

Having only been recently named the Superintendent-Director of Montachusett Regional Vocational Technical School, I am honored and delighted to present the district’s 2013-2014 annual report. It was a year marked by student achievement, faculty and staff distinctions, and leadership development - as well as transition. Compiling information for the enclosed report has provided me with an opportunity to get to know the students, faculty and staff that comprise this wonderful school, and to reflect upon their tremendous achievements and activities. I am fortunate to work closely with a talented leadership team, many of whom have contributed to this report, and given great insight into some of the more notable highlights of the 2013-2014 academic year, including:

- Students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement. In the spring of 2014, Monty Tech's passing rate on the MCAS English Language Arts exam was 100%, Mathematics 98%, and Biology 99%.
- Competing in three categories: network security, digital forensics, and Cisco networking, a team of six talented students captured second place at the CyberPatriot event, a national high school cyber defense competition, founded by the Air Force Association.
- Class of 2014 graduate, Jessica Shattuck of Fitchburg was presented with the *Legion of Valor* award, the highest award a JROTC cadet may receive, recognizing academic excellence and extraordinary leadership skills.
- Ten students advanced through local, district and state competitions to earn the right to compete at the National SkillsUSA Conference in Kansas City, Missouri. The Monty Tech national delegation returned with a bronze medal in Action Skills.
- Monty Tech continues to participate in the highly selective Student Spaceflight Experiment Program, representing the only vocational school in the nation to have a student science experiment launch into space, and providing students with an opportunity to study the effects of gravity on their science project.

As you know, a Monty Tech education is grounded in workforce preparedness, balanced by a rigorous academic curriculum. Every day at Monty Tech, one guiding principle is evident - our students must be ready for both college and career. Students are prepared with industry-recognized credentials and skills to be successful in the world of work. And for those students whose future may include higher education, Monty Tech offers dual enrollment courses, articulation agreements, and Advanced Placement courses that may significantly reduce the amount of time and money spent on a college education.

We are so proud of the educational programs offered here at Monty Tech, yet we continually strive to improve upon them. Collaborating with area colleges and universities, we are ensuring our curriculum and instruction is rigorous and relevant. Sharing best practices with vocational-technical colleagues from across the state – and nation – we give and take some of the best ideas, with one thing in mind – what is best for our students.

We hope you will find this report a comprehensive review of the quality education you have come to know and expect from Montachusett Regional Vocational Technical School. You may notice that each of the eighteen member cities and towns are reflected in this report, and that students performed services in almost every community last year. Providing our students with an opportunity to give back to the communities that support them – and support our school – is a pleasure.

I am honored to serve as Superintendent-Director of Monty Tech, a school that continues to transform secondary education in North Central Massachusetts, bringing to life lessons learned in a classroom, at the workplace, and in the community – all while consistently maintaining high standards of fiscal responsibility. Our FY14 Annual Budget was unanimously accepted by each of the eighteen member communities, and reflected only a 2.0% increase over the 2012-2013 Educational Plan. We recognize that we are in the midst of some difficult economic times faced by public education and so we will continue to seek creative ways to reduce member town assessments, while maintaining our high standards of academic and vocational-technical success.

Respectfully submitted,
Sheila M. Harrity, Ed.D.
Superintendent-Director

Our Mission

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

Our District

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham	Harvard	Princeton
Ashby	Holden	Royalston
Athol	Hubbardston	Sterling
Barre	Lunenburg	Templeton
Fitchburg	Petersham	Westminster
Gardner	Phillipston	Winchendon

Leadership

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has been able to transform the school into one of the most sought-after high schools in North Central Massachusetts.

Sheila M. Harrity, Superintendent-Director
Tom Browne, Principal
Tammy Crockett, Business Manager
Kim Curry, Dean of Admissions
Francine Duncan, Director of Technology

Christina Favreau, Director of Academic Programs
Jim Hachey, Director of Vocational Programs
Richard Ikonen, Director of Facilities
Katy Whitaker, Development Coordinator
Victoria Zarozinski, Director of Student Support Service

Enrollment

On June 1, 2014, student enrollment at Monty Tech included 1,403 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (54), Ashby (37), Athol (93), Barre (35), Fitchburg (364), Gardner (158), Harvard (3), Holden (68), Hubbardston (61), Lunenburg (70), Petersham (4), Phillipston (21), Princeton (17), Royalston (22), Sterling (56), Templeton (100), Westminster (77), and Winchendon (133). The remaining thirty students were from out-of-district towns, including Clinton, Leominster, Natick, Orange, Pepperell, Rutland, Shirley, West Boylston, and Worcester.

Throughout 2013-2014, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2013, approximately 1,000 district eighth graders participated in the annual "Tour Day" event. Students toured our twenty-vocational/technical areas and learned about the school's challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members, to further explore the facilities and talk with staff members.

Each year, the Dean of Admissions conducts school visits, student interviews, and accepts applications for admissions. 2013-2014 proved to be an exceptionally busy year for her, as the school received 730 applications for admission. Of those, 642 were from students hoping to enter our incoming freshman class. The balance of the applications came from students hoping to enter the school as upperclassmen. Because there are only a limited number of students the school can accept each year, 367 freshmen and 19 upperclassmen were admitted.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school, and participate in hands-on learning experiences across a variety of vocational/technical areas. The program continued to attract a large number of students during the 2013-2014 school year, serving approximately 600 area students.

Class of 2014 Awards

Members of the Class of 2014 were awarded approximately \$50,000 in scholarships. The Monty Tech Foundation generously provided \$34,000 in scholarships to graduating seniors, ranging in amounts of \$250 to \$2,500. The Foundation also awarded \$6,000 to the practical nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college credits through a number of articulation agreements with public and private colleges across the country. Well over 60% of the graduating class of 2014 reported plans to enroll at either a 2-year college, 4-year college/university, or a technical/trade school upon graduation. By earning college credits while still in high school, these students will benefit by saving both time and money as they pursue advanced educational programs.

Financial Report

In an effort to develop a cost-effective budget for the fiscal year 2013-2014, a great deal of effort was put forth by the School Committee, administration and staff. The final fiscal year 2013-2014 Educational Plan totaled \$24,785,280, which represents a 2.0% increase over the 2012-2013 Educational Plan. As a result of changes to the final FY14 State budget and the District's decision not to increase the already-approved community assessments, the District's FY14 budget was approximately \$200,000 below the minimum spending required by Massachusetts General Law Chapter 70.

The District was audited in August 2014 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and a very good report is anticipated.

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 2014, state and federal grant sources provided the school with \$842,780. 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, 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 \$525,000. Included in that total are a number of highly competitive awards, including a \$400,000 award from the Massachusetts Department of Elementary and Secondary Education, used to provide training in the new vocational-technical education frameworks to over 350 educators across the Commonwealth, and a \$42,500 award from the Executive Office for Administration and Finance, used to purchase one adult patient simulator, which will provide our Health Occupations students with unprecedented training opportunities, as the device manifests vital signs, clinical signs and symptoms. Allocation and competitive grants totaled \$1,367,780 for fiscal year 2014.

Academic Achievement

In 2013-2014, students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement, earning commendable MCAS scores in English Language Arts, Mathematics, and Biology. In the spring of 2014, Monty Tech's passing rate on the English Language Arts exam was 100%, Mathematics 98%, and Biology 99%.

English Language Arts	2012	2013	2014
Students Tested	361	352	364
Passing	100%	99%	100%
Advanced/ Proficient	95%	95%	95%
Needs Improvement	5%	5%	5%
Failing	0%	1%	0%

Mathematics	2012	2013	2014
Students Tested	360	352	366
Passing	99%	98%	98%
Advanced/Proficient	87%	80%	84%
Needs Improvement	12%	18%	14%
Failing	1%	2%	2%

Biology	2012	2013	2014
Students Tested	361	398	351
Passing	98%	97%	99%
Advanced/ Proficient	73%	73%	74%
Needs Improvement	24%	24%	25%
Failing	2%	3%	1%

The district continues to make progress toward narrowing proficiency gaps. Students in all subgroups have met their progress and performance targets, continuing the school's Level 1 Status distinction.

Student Group	On Target = 75 or higher	Performance	Progress
All Students	<div><div></div></div>	81	Met Target
High Needs	<div><div></div></div>	79	Met Target
Low Income	<div><div></div></div>	84	Met Target
ELL and Former ELL	<div><div></div></div>	-	-
Students with Disabilities	<div><div></div></div>	81	Met Target
American Indian/ Alaska Native	<div><div></div></div>	-	-
Asian	<div><div></div></div>	-	-
African/American/Black	<div><div></div></div>	-	-
Hispanic/ Latino	<div><div></div></div>	93	Met Target
Native Hawaiian/ Pacific Islander	<div><div></div></div>	-	-
White	<div><div></div></div>	84	Met Target

Vocational Projects in the District Communities

Unlike students in traditional, comprehensive high schools, students at Monty Tech are asked to put their education into practice on a daily basis. Students across the twenty different vocational-technical education programs are building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services.

The 2013-2014 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.



Auto Body: Collision Repair Technology: Throughout 2013-2014, the program completed seventy requests for service and repair work. Students detailed police vehicles, installed new fenders and repainted several town vehicles, benefiting the school, police and fire departments in local communities. With assistance from several other departments, the program hosted the annual car show, which was a tremendous success. Students also competed in the *World of Wheels* competition, held in Boston, and were awarded first place in the pedal car building competition. (Total enrollment: 60; 36 males, 24 females)

Automotive Technology: The Automotive Technology program saw a very busy year, marked by curriculum changes that instructors believe will benefit every student. Aligning state frameworks with NATEF standards, instructors purchased new textbooks and developed new lessons, designed to enhance the learning experience. The program also successfully completed the NATEF Master Automobile Service Technology recertification process, which occurs every five years. Because the Monty Tech program continues to hold this rigorous certification, students qualify for articulated credits at area colleges upon program completion. A top student, Brian Nielsen of Ashby was awarded a gold medal at the SkillsUSA state competition, and traveled to the national competition in June 2014. The program also supported eight students in the co-operative education program, and a total of fourteen students were employed within the industry. These students gained valuable workplace experience, applying the skills they learned in the rigorous automotive technology program, and received high praise from their employers. Finally, in addition to all of these accomplishments, program students and instructors completed work on more than 400 vehicles, including those of faculty, staff, retirees, district residents, and municipal vehicles. (Total enrollment: 54; 44 males, 10 females)

Business Technology: Students and instructors in the Business Technology program continue to enjoy an increased presence in the school community, providing assistance to shops and offices throughout the school by coordinating bulk mailing, labeling, organizing, and collating jobs. Offices that receive direct support from the Business Technology program include: Monty Tech Nurses' Office, front office, Monty Tech Tea Room, and Student Support Services. Students also assist wherever there is a customer service need, as in the annual greenhouse project, directed by Mr. Dylan Hager. Students serve as customer service representatives and cashiers for this very busy seasonal operation. Students also run a successful school store, The Gear House, refining their skills in cash handling, customer service, organization, and marketing. (Total enrollment: 76; 14 males, 62 females)

Cabinetmaking: The Monty Tech Cabinetmaking program is delighted to report the acquisition of a new and much-needed piece of equipment – a CNC Machining Center, which effectively utilizes a variety of software programs. Having this new equipment will allow instructors to teach specific skills that the industry and area employers demand. Throughout the year, students spent a great deal of time building and installing cabinetry in a number of public offices throughout the Monty Tech district, including: Westminster Town Hall weights and measure scale cabinet; Cherry sign for the Fitchburg Fire Department; two podiums for the Town of Athol; a cherry buffet for the United Way offices in Fitchburg; display cases for the Gardner Elks; and counter tops built and installed at the Barre Police Station. Finally, the program saw nine students benefit from co-operative learning experiences with area employers. Both students and employers reported enjoying the mutually beneficial experience. (Total enrollment: 72; 46 males, 26 females)

Cosmetology: Providing students with opportunities to earn industry-recognized credentials and certifications is a guiding principle in the Cosmetology department. Twenty-three seniors sat for the State Board Exams, and all twenty-three passed and are now licensed cosmetologists. More than half of the graduating seniors remain in the industry. Students in their junior year of the program, who are primarily responsible for managing the “clinic floor”, provided numerous services that resulted in total sales in excess of \$9,000. Monty Tech Cosmetology instructors continued to promote community service, and as a result, this year the program supported a classmate's Youth Venture Club project, raising more than \$650 for this very worthwhile organization. (Total enrollment: 90; 1 male, 89 females)

Culinary Arts: Students and instructors in the Monty Tech Culinary Arts program are among the busiest in our school. In addition to operating a full-service dining room and bakery, which serves 90-120 patrons daily, culinary students showcase their talents at trade shows and competitions throughout the year. In 2013-2014, culinary arts students participated in three hot food competitions, and placed first on two of the events, where they were competing against area hotels, restaurants, and professional chefs. The program provided breakfast, lunch, and dinner, as well as support staff, for a number of events for public organizations, including: Fitchburg Rotary Club, Montachusett Home Health Care, Senate Ways and Means Committee, Gardner AARP, and the Fitchburg City Council. The program was also fortunate to receive new equipment, including a combination steam convection oven, a kitchen video monitoring system, two new butcherblock tables, and a custom stainless steel bench with power supply. (Total enrollment: 101; 35 males, 66 females)

Dental Assisting: During 2013-2014, the Dental Assisting program placed 3 students in co-operative educational placements, working with area dentists. Fourteen students earned externships, while twelve students participated in affiliation. All sophomore, junior, and senior students attended the

Yankee Dental Convention in Boston, and learned about the most current trends and practices in the field. While national passing averages for Dental Assisting National Board (DANB) exams range from 69% - 78%, the Monty Tech dental students earned a 94% passing rate on the Infection Control exam and an outstanding 100% passing rate on the Radiology exam. The program supported four students who traveled to the SkillsUSA national competitions. For the fourth consecutive year, Monty Tech welcomed Community Health Connections, a school-based dental hygiene program whose goal is to provide dental services to students in need. Through this initiative, thirty-two students were examined by a dentist, had their teeth cleaned, and had sealants or temporary fillings applied as needed. Monty Tech Dental Assisting students were given hands-on, practical experience, as they assisted the staff from CHC during each dental procedure that was performed. (Total enrollment: 62; 5 males, 57 females)



Drafting Technology: Students in the Drafting Technology program earned well-deserved recognition for their achievements in 2013-2014. Four seniors held co-op positions, four students were recognized for outstanding SkillsUSA achievements, and 90% of the program's graduating seniors continue in the field of drafting, either by selecting a related college major or by entering the workforce in a related field.

The shop continued to provide countless community services in the form of banners, signage, building plans, interior design plans, and decorating for school-sponsored events. Some of the more notable projects in 2013-2014 included: railings design for Harvard Public Schools; designed a Habitat for Humanity duplex in Fitchburg (*to be built by Monty Tech students and instructors 2014-2015*); landscape design services for the Forbush Library in Westminster; and completing the Fitchburg Fire Department seal. (Total enrollment: 56; 33 males, 23 females)

Early Childhood Education: Jordan Patricks earned a gold medal at the 2014 SkillsUSA state competitions in Action Skills. From there, she traveled to the national competitions, placing 3rd. She was accompanied by her classmate, Jessica Shattuck, who served as a National Voting Delegate and was also awarded the President's Volunteer Service Award. These students represent the Monty Tech Early Childhood Education program well, as the program is known for a strong emphasis on community service, academic and vocational-technical excellence, and a commitment to continued education. During 2013-2014, Early Childhood Education students participated in the Massachusetts Association for the Education of Young Children's Recognition Dinner, constructing twenty 3-dimensional children's games to serve as centerpieces for the event. Students volunteered at the *Boston Strong* relay held in Winchendon, organized and led children's activities at the annual ARC Christmas Party, and provided child care services for the mental health symposium held here at Monty Tech in May 2014. The Monty Tech Childcare Center continues to operate at full capacity, serves as a co-operative education site for two students, and successfully prepares their young students for transition into Kindergarten. The Center's Director, Ms. Kelley Booth, visits with prospective parents almost daily and handles frequent calls for Fall placement. (Total enrollment: 65; 2 males, 63 females)

Electrical: The Electrical program at Monty Tech continues to be one of the busiest trades in the school. During the 2013-2014 year, students and instructors completed a number of "outside projects" that include: installing new lighting at the Turkey Hill Middle School in Lunenburg, adding additional lighting receptacles at the Bromfield School in Harvard, adding additional receptacles and internet outlets in Barre, and rewiring a data network in Winchendon. Countless electrical projects were also completed in-house, including: library renovations, LED lighting on the outside of the school, and new equipment installations in a variety of vocational programs. The Electrical program is also particularly proud to have trained fourteen students who benefited from a

co-op placement during the 2013-2014 school year, successfully applying what they have learned at Monty Tech in workplaces across North Central Massachusetts. (Total enrollment: 87; 76 males, 11 females)

Engineering Technology: The Monty Tech Engineering program continued to enhance their curriculum and instruction by embedding three Project Lead the Way courses into the already rigorous vocational-technical curriculum. Students performed quite well on the end of course assessments affiliated with the Project Lead the Way coursework, with nine students earning college credit in Principles of Engineering, seven students earning college credit in Introduction to Engineering Design, and eight students earning credit in Digital Electronics. These students may apply these credits at colleges and universities across the country. The exploratory program during the 2013-2014 school year yielded positive results for the program, with 12 students selecting Engineering Technology as their first choice. All thirteen seniors graduated, and reported plans to continue their education or continue working in the engineering field. Finally, instructors were pleased with the work done in their instructional space, citing better organization and increased safety. Instructors also look forward to further renovations in the instructional space, including a dropped ceiling, refinishing the floor, new work benches, and the installation of a second SMARTboard. (Total enrollment: 57; 45 males, 12 females)

Graphic Communications: The Monty Tech Graphic Communications program is pleased to have graduated twenty students, all of whom were accepted at a variety of colleges, including 2-year, 4-year, public, and private institutions. Throughout the 2013-2014 school year, the shop continued to produce large quantities of print projects for district towns and community service organizations. This year, the shop produced approximately three hundred twenty “outside” print projects, billing in excess of \$18,000 and saving area town offices and school districts over \$125,000. The shop also produced yearbooks for local institutions, saving each school approximately \$8,000 - \$10,000, as the billing only reflects the cost of materials. The Graphic Communications program also completed numerous “in house” projects in our student-operated copy center, including: over two million black and white copies, two hundred fifty thousand color copies, and over five hundred wide format prints. By industry standards, this would cost the district \$275,000. Our cost to complete these projects was only \$55,000, which resulted in a substantial savings of \$219,500. The program was fortunate to receive a number of equipment upgrades and pieces of new technology, including: Konica Minolta High Speed Copier, a Konica Minolta Office Color Copier, and ten (10) new iMac computers, each equipped with CS6 software. (Total enrollment: 83; 28 males, 55 females)

Health Occupations: The Health Occupations program at Monty Tech continues to educate a large number of students, providing a rigorous education grounded in current medical knowledge and practice. With guest speakers including a mortician, an emergency room physician, the American Red Cross and representatives from Battered Women’s Resources, instructors aim to provide students with critical exposure to a variety of health-related career options. The program, which boasts an enrollment of more than one hundred students, continues to participate in community service programs, including Red Cross Blood Drives, Pediatric Day (in conjunction with students from the Early Childhood Education program), and a “baby shower” for women living in a local battered women’s shelter. The Health Occupations program is dedicated to providing all students with opportunities to earn industry-recognized credentials, and as a result, students earn the following credentials: Medical Terminology Certificate; Occupational Safety and Health Administration (OSHA) 10-hour certification; Cardiopulmonary Resuscitation (CPR) and First Aid Certificate through the American Heart Association; Certified Nursing Assistant License through the American

Red Cross; and Certified Clinical Medical Assistant credential through the certifying board of the National Healthcare Association. (Total enrollment: 103; 7 males, 96 females)

House Carpentry: Most of the work done by the students and instructors in the Monty Tech House Carpentry program is done off-campus, completing renovation, building, and repair work for member communities. Some of the more notable projects from the 2013-2014 school year include: building two baseball dugouts (wood frame and asphalt shingle roofs) for Phillipston Elementary school; building four dugouts (wood frame, corrugated metal roofs, and PVCF trim); installing interior wall partitions, renovating exterior walls, and installing new windows at the Templeton Senior Center; building and installing cabinets at the Templeton Food Pantry; renovating the “booking room” at the Barre Police Station; installing a guard rail, small shed, handicapped ramp guardrail, and Police Station sign for the Town of Hubbardston; replacing deteriorated aluminum trim around the school entrance at the Lunenburg Primary School; and reconstructing and reroofing the West Fitchburg Gazebo. (Total enrollment: 61; 36 males, 25 females)

Industrial Technology: In 2013-2014, the Monty Tech Industrial Technology program added instructor Matt McGee to the talented team of educators. Mr. McGee’s great enthusiasm for the subject matter has been a welcome addition to the program, as he brings a wealth of both industry and teaching experience. Additionally, his immediate contributions to the program have resulted in revised and improved curriculum in interpreting technical drawings and prints, and troubleshooting problems in heating and cooling systems. In a program where students are called on for “a little bit of everything,” a great deal of work was done to assist local municipal offices in building upgrades and renovations. Some of the more notable outside projects include: conducting an energy audit for the Sterling Municipal Light Department, and making necessary upgrades to the Department of Public Works main building, in an effort to reduce energy consumption at this aging facility. The co-operative education program continues to be a highlight for students in the Industrial Technology program, as seven students were awarded co-op placements during the year. (Total enrollment: 54; 47 males, 7 females)



Information Technology: As with any school, Information Technology provides key services to the educational community. In addition to the critical in-house Help Desk services offered by the program, students and instructors performed in excess of four hundred hours of repair, upgrading, and troubleshooting computer problems for Monty Tech community members. Competing in three categories: network security, digital forensics, and Cisco networking, a team of six talented students (led by instructor Richard Duncan) captured second place at the CyberPatriot event, a national high school cyber defense competition, founded by the Air Force Association. A team of seven Information Technology students travelled to Fitchburg State University, and participated in a highly competitive programming event. The team placed 5th in a field of more than forty teams. Finally, to ensure program graduates are armed with valuable industry-recognized certifications, program instructors offer students the following certification opportunities: CIW Web Foundation certification (passing rate 56%), TestOut PC Pro certification (passing rate 69%), IC3 certification (passing rate 75%), Discover I Networking course (passing rate 100%), and Cisco IT Essential Course for Computer Repair and Maintenance (passing rate 88%). (Total enrollment: 60; 55 males, 5 females)

Machine Technology: The Monty Tech Machine Technology department was pleased to add a new piece of equipment to the training program, a Sinker Electrical Discharge Machine (EDM), which will enable instructors to better prepare students to enter the workforce, and making them more

marketable to area machine shops that utilize similar equipment. Two students advanced from the SkillsUSA district competition to compete at the state level, one in Precision Machining and the other in CNC Milling. The program is particularly proud of student efforts in Precision Machining at the state SkillsUSA competition, where a Monty Tech student won a bronze medal. A total of thirteen (13) students were offered co-op employment, and were able to put their vocational education into practice at area machine shops. Students who remained at the school refined their skills by completing a number of special projects, including: manufacturing brass plaques to mark projects within the school and outside projects in Monty Tech communities, laser engraving plaques for the school's annual car show, and collaborating with Auto Body students to manufacture the rims, steering wheel, pedals, dashboard, and license plate for the pedal car that was entered into the *World of Wheels* competition, winning first prize. (Total enrollment: 63; 58 males, 5 females)

Masonry: Students and instructors in the Monty Tech Masonry program were busy on our campus, as well as in many of the member communities throughout the 2013-2014 school year. Community services included: building four block dugouts at Quabbin High School in Barre, installing concrete anchors for a batting cage at Ashburnham's Little League field, installing stone veneer on a concrete wall at Bromfield School for Harvard Access Television, installing a tile floor at the Barre Police Station, replacing a concrete floor for the Winchendon Housing Authority, completing tile and concrete repairs at Lunenburg High School, installing benches for Phillipston and Templeton Little League, and tiling three bathrooms and a stone veneer at the Westminster Senior Center. When students weren't busy in our district communities, they were preparing for and competing in the Massachusetts Trowel Trades Association (MTTA) competition. The annual event was held at Monty Tech, which brought seventy-two competitors and a total of two hundred fifty people to our campus in the spring of 2014. Finally, Masonry students performed particularly well in the district and state SkillsUSA competitions, where one student was awarded a gold medal and earned the right to travel to the national event in Kansas City, Missouri in June 2014. (Total enrollment: 71; 60 males, 11 females)

Plumbing: The Plumbing program welcomed a new instructor, Ms. Melissa Blanchard to the team of talented instructors, filling a vacancy that was left after longtime Plumbing instructor, Mr. John Dolen, retired after more than twenty years of service. Ms. Blanchard is a welcome addition to the program, whose depth of both industry and instructional experience is a steady and valuable resource for students and instructors alike. Prioritizing employability, the Plumbing instructors worked closely with the district's Co-Op Coordinator, Ken Baer, to provide all students in their junior year an opportunity to develop a comprehensive professional resume, and participate in the mock interview program. This experience will help students as they transition into the world of work. The Plumbing program is particularly proud to have trained seven students (more than 20% of the junior and senior class) who were given an opportunity to demonstrate their technical skills in a co-operative educational placement. The Monty Tech Plumbing program, like others throughout the school, is committed to community service, and as a result, during the 2013-2014 school year, students and instructors completed rough drainage work at the Templeton Senior Center, and installed plumbing and heating systems in an unused space at the Bromfield School in Harvard, which is now home to the Harvard Community Cable Access Group. The Monty Tech Plumbing program proudly graduated sixteen students in the Class of 2014. Two students, in particular, received prestigious trade awards/recognitions: Matthew Parmenter (Winchendon) was named a Vocational-Technical All-Star by the Plumbing, Heating and Cooling Contractors Association of Massachusetts; and Shane Lashua (Westminster) was awarded the highly competitive Central Massachusetts Plumbing & Gas Fitting Inspectors Association scholarship. (Total enrollment: 69; 67 males, 2 females)

Welding/Metal Fabrication: The Welding/Metal Fabrication program is charged with successfully completing numerous projects on the Monty Tech campus, including repair work, layout, design, and installation. In conjunction with other trades at the school, students and instructors in the Welding/Metal Fabrication program are instrumental in the successful completion of many of the school's building renovation initiatives. In addition to the more than 60 miscellaneous projects successfully completed by students during the 2013-2014 school year, students and instructors worked collaboratively to complete the following community service projects: fabricated and welded a 31 ft. multi-section guard rail for the Bromfield School in Harvard; rebuilt a 10 ft. plow for the Winchendon Schools; fabricated and welded edge protectors for the Winchendon Housing Authority; fabricated and welded a handrail for the Hubbardston Slade Building; fabricated signs for the Town of Ashburnham fields; designed, fabricated, and welded six park benches for the Johnny Appleseed Trail Association in Fitchburg; and fabricated and welded wall mount brackets for the Fitchburg Fire Department. The program was pleased to place ten top students in co-operative education work experiences across the district. (Total enrollment: 59; 52 males, 7 females)

Special Services

During the 2013-2014 school year, Montachusett Regional Vocational Technical School District provided special services to approximately three hundred students – measuring progress of over two hundred students on Individual Education Plans (IEPs) and just under one hundred students adhering to individualized Section 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department benefits from a full-time school social worker who participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is also fortunate to 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, who is available to assist students with disabilities, assess these students and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention.

The school's Director of Student Support Services oversees the district's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. The comprehensive review and evaluation are done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

Technology

In 2013-2014 Monty Tech continued the process of improving our network infrastructure to meet future needs. The Massachusetts Department of Elementary and Secondary Education's initiative to replace the current MCAS student assessment testing system with PARCC, an online

student assessment testing system, is the driving force for such improvements in school districts across the state.

Monty Tech has completed the upgrade of the network core switch and other network switches throughout the building. Internet bandwidth was increased, and will increase further in 2014-2015. A second firewall was added to reduce the possibility of internet downtime. In July 2013, the school installed building-wide wireless access. We believe these improvements put the school in a position of being ready for the new PARCC assessment pilot testing scheduled for Spring 2015.

In December 2013, the library re-opened after a lengthy renovation. The library is equipped with laptops and a high-resolution projection system, and is home to two “quiet rooms” and one classroom, equipped with laptops and a SMARTboard.

Monty Tech continues to replace and add technology equipment and software so that students and staff gain experience with newer technology. The school added SMARTboards in several classrooms during the year. In addition, the Special Education department began using iPads as an e-reader assistive technology tool. Administrators began using iPads and Teachpoint teacher evaluation software to meet the reporting requirements of the Massachusetts Department of Elementary and Secondary Education (DESE) educator evaluation system.

SkillsUSA

SkillsUSA is a partnership of students, teachers and industry working together to ensure America had a skilled workforce. Through our association with Skills USA, our students develop job skills, leadership and professional skills, as well as provide community service.

Led by co-advisors, Ms. Kelsey Moskowitz, English teacher, Anne Marie Cataldo, Early Childhood Education Instructor, and Brad Pelletier, Special Education teacher, 2013-2014 proved to be a remarkable year for the Monty Tech SkillsUSA chapter. Highlights of the year include:

- Fitchburg resident, and Dental Assisting student, Brittany Velez, served as SkillsUSA National Secretary.
- Fifteen students attended the Annual Fall State Leadership Conference. The conference spanned three days, and presented the students with an opportunity to develop leadership skills and perform community service at an area YMCA Day Camp.
- The SkillsUSA local competition was held in December 2013/ January 2014. The competitions took place over a three-week period, and included leadership competitions as well as technical and skill based competitions. The event culminated in a Local Awards Ceremony, held at the school on January 29, 2014.
- Winners from the local competition advanced to the district competitions, held at Bay Path Regional Vocational Technical School. There, a grand total of thirty-nine (39) medals were captured by Monty Tech students - fourteen (14) gold, fourteen (14) silver, and eleven (11) bronze medals. Three students also qualified to run for the State Executive Council.

- Two students, Jessica Shattuck (Early Childhood Education) and Cassandra Campbell (Drafting Technology), served on the State Advisory Committee to help aid in the planning of the State Conference.
- A total of sixty-seven (67) students attended the State Leadership and Skills Conference, also held at Blackstone Valley Vocational Technical School. Traveling to the highly competitive conference were twenty-nine (29) District Medalist and qualifiers, thirteen (13) local leadership contestants, three (3) state officer candidates, and twenty-two (22) voting delegates. The event culminated with fourteen (14) medals and ten (10) students earning the right to compete at the National Leadership & Skills Conference held in Kansas City, Missouri in late June. Russell Holbert, Jessica Shattuck and Cassandra Campbell were selected to be national voting delegates.
- Five students also traveled to the National Conference, where they received the coveted President's Volunteer Service Award.
- In June 2014, fifteen students and six instructors attended the National Leadership & Skills Conference in Kansas City, Mo. There, Jordan Patricks, a junior in Early Childhood Education (from Holden) received a bronze medal in Action Skills.
- Throughout the year, students participated in a number of community service projects, including: a "Change for Children" Campaign; a holiday party and celebration for children in the Fitchburg area; Salvation Army "Christmas Angels" were distributed to collect toys and gifts for underprivileged children; Raffle to benefit Be Like Brit Foundation and The Doug Flutie Jr. Foundation for Autism.

Marine Corps JROTC

The Monty Tech Marine Corps Junior Reserve Officers Training Corps (MCJROTC) had an eventful school year with enrollment exceeding 190 students. For the first time in its twelve-year history, the Monty Tech program was proud to see a cadet awarded the *Legion of Valor* award. This is the highest award a deserving cadet may receive, recognizing academic excellence and extraordinary leadership skills. The *Legion of Valor* award was presented to Jessica Shattuck of Fitchburg by the Commanding General of Marine Corps Training and Education Command.

The JROTC Cyber Security Team, led by First Sergeant Paul Jornet and Information Technology Instructor Richard Duncan, once again captured national recognition by placing second in the Air Force Association's National Cyber Security Competition held in Washington, DC.

The 2013-2014 Corps of Cadets completed over eighty-six hundred hours (8,600+) of community service throughout the district. The corps conducted a major canned food drive, worked side-by-side with the Marine Corps in a national Toys 4 Tots campaign, and spent four weekends working with the Salvation Army. The cadets also supported their adopted charity, Canines For Combat Veterans, raising more than \$21,000 through its annual "March-A-Thon".

One hundred Monty Tech cadets attended adventure training and leadership camps, hosted on Cape Cod and Boswell, Pennsylvania, where they were joined by cadets other JROTC units from

across New England. Both camps provided cadets with both individual and team development opportunities.

During the summer of 2014, our Cyber Team was again asked to support three Cyber STEM camps. The Cyber Team coordinated the implementation of three, one-week long camps that focused on defending cyber networks from attacks. The camps also offered an introduction to robotics programming using the VEX Robotics System. The camps were attended by 300 students, representing twenty states.

The Monty Tech JROTC program was honored by a recent invitation issued by Senator Brewer, who asked the unit's Color Guard to present colors in the senate chamber for the 2014 Memorial Day observation at the Massachusetts State House. This recognition was a true honor for our cadets. The Cadet Corps continues to support community and patriotic functions throughout the district.

Women in Technology

The past year marked the 12th year that the North Central Massachusetts Women In Technology program has been providing opportunities for young women from area high schools to learn firsthand about careers in high-tech and business. Participants spent two days a month working on real-world work projects under the mentorship of company managers at SimplexGrinnell and Tyco Safety Products in Westminister, subsidiaries of Tyco International, a Fortune 500 company.

Students from Monty Tech, Leominster's Center for Technical Education Innovation, Oakmont, Quabbin, Gardner, Fitchburg and Narragansett participate in the program. Their completed projects are unveiled at an annual end-of-the-year presentation held in Monty Tech's Performing Arts Center. Corporate sponsors, along with families, friends and teachers, are invited to attend and see what the students have accomplished during the school year.

This long-standing program continues to offer opportunities to young ladies interested in gaining work experience in a corporate setting. Affiliation with the program, and skills acquired through participation in the Women in Technology program, open doors to career opportunities not otherwise available to high school students. Graduates of the program are also equipped with a foundation to better meet the challenges of an ever-changing and demanding work force.

Each year, graduates of the program go on to rewarding and well-paying careers, made possible by this unique experience.

Student Athletics

The Monty Tech athletic program continues to expand in scope and skill each year. More students and teams compete every season. In fact, during the 2013-2014 school year, the Monty Tech Athletic program saw a record number of student athletes participating in competitive sports programs, more than 450 participants! During the fall of 2013, Monty Tech was well-represented by eighteen teams. In the winter months, there were thirteen teams, and wrapping up the year, spring saw fourteen teams come together at Monty Tech.

Last fall, the Varsity Football team started out strong, winning 5 of their first 7 games to qualify for the playoffs in the new football playoff system. They played a very tough game against

St. Bernard's, losing 29 – 22. This may have taken a bit out of their sails as they finished the season 5 – 6. The JV Football team was 8 – 1 – 2 and the Freshmen Football team was 3 – 4. The Varsity Boys Soccer team finished at 8 – 6 – 3, qualifying for the post-season tournament, where they lost to Douglas, 3 – 0. The JV Boys Soccer team was 8 – 5 – 1, another improvement over the last year. The Varsity Golf team was 5 – 11 – 1 overall, while the JV Golf team participated in three tournaments, gaining valuable experience on the links. The Varsity Field Hockey team was 12 – 4 – 2, qualifying for the Central Mass Tournament for the fourth consecutive year. They beat Blackstone Valley, 2 – 1, in the first round, and lost to Narragansett 2 – 0 in the quarter finals. The JV Field Hockey team finished at 6 – 5 – 1. The Boys Cross Country team was 11 – 3 and finished 2nd in the Colonial Athletic League with a 5 – 2 record. The Girls Cross Country team was 9 – 3 overall and 5 – 1 in the Colonial Athletic League, finishing 2nd. The Varsity Girls Volleyball team went 4 – 16. They had their annual Bump-Set-Spike competition in October, raising more than \$3,000 to help the fight against Breast Cancer. The JV Girls Volleyball team was 10 – 10 and the Freshmen Girls team continued to improve with an 8 – 6 record. The Varsity Girls Soccer team was 11 – 7 and qualified for the post-season where they lost to Assabet 1 – 0. The JV Girls Soccer team finished at 12 – 3 and will send some fine players to the varsity next year.



The Girls Varsity Basketball finished at 11 – 8 on the season, qualifying for the Central Mass Tournament in Steve Newingham's last season as coach. They lost to South Lancaster Academy, 51 – 46 in the first round. The JV Girls were 11 – 6 and the Freshmen Girls were 10 – 5. The Varsity Boys Basketball team finished at 9 – 10, missing an opportunity for the post season because of a snowed out game. The JV Boys Basketball team was 15 – 4. The Freshmen Boys were 13 – 6. The Wrestling team (a co-op team comprised of students from Fitchburg, Oakmont, Murdock, and Monty Tech) participated in many dual meets and tournaments finishing at 3 – 8. Tyler Popp, a freshman, participated in the State Tournament at the end of the year. The Ice Hockey team (a co-op team comprised of students from Fitchburg and Monty Tech) missed the playoffs for the 2nd year in a row. The JV Ice Hockey team played very well and we should be better next year. We participated in a Co-op Swim team with Leominster, North Middlesex and Oakmont and had 7 swimmers from Monty Tech participating. They swim at the Fitchburg State University pool, one of the best in the area. Indoor Track & Field student athletes each participated in 7 meets, and recorded some fine individual performances.

In the spring, the Varsity Softball team qualified for the Central Mass Tournament with a 12 – 8 record. They beat AMSA, 14 – 1 and lost to Assabet 11 – 5. The JV Softball team was 8 – 5. The Varsity Boys Volleyball team was 17 – 3 and 10 – 0 in the Colonial Athletic League, winning the league title for the 2nd year in a row. They beat Worcester Tech 3- 0 in the first round of the State Vocational Tournament, before losing to Greater New Bedford Vocational 3 – 0 in the finals. The JV Boys Volleyball team played strong all year and finished at 13 – 1. The Varsity Baseball team finished at 10 – 10 and qualified for the post-season tournament, where they lost to Auburn, 8 – 0. The JV Baseball team was 13 – 4 and the Freshmen Baseball team was 9 – 5. Due to poor field conditions, both the Varsity and JV teams played a lot of home games away using the Fitchburg State University and Oakmont fields for games, while the freshmen played a number of their games at the Westminster Babe Ruth field. The Boys Track & Field team was 7 – 1, placing 2nd in the Colonial Athletic league with a 6 – 1 record. The Girls Track & Field team was 6 – 2, also placing 2nd in the Colonial Athletic League with a 5 – 2 record. The Varsity Boys Lacrosse team played in 17 games going 2 – 15. The JV Boys Lacrosse was 10 – 3 – 2, as we look to the future. The Girls Lacrosse team, a co-op with North Central Charter School, finished at 2 – 11 on the year. We had two boys and seven girls play for Fitchburg High School in Boys and Girls Tennis in a Co-Op agreement. He

made the Sentinel and Enterprise All-Star team his first year on the team. We may try to add girls to the Co-Op at Fitchburg in tennis next spring.

Congratulations to the Outstanding Male and Female athletes for 2013-2014, Patrick Fenton and Brandi Richard.

Postgraduate and Continuing Studies

The Postgraduate & Continuing Studies Program, also known as Monty Tech Nites, continues to update and add courses that emphasize a commitment to excellence by offering affordable, quality, and enjoyable educational experiences. For the Fall of 2013, Monty Tech offered 101 courses “in-house” and another 400+ were offered online. Approximately 840 seats were sold for Fall 2013 courses. In comparison, there were 92 “in-house” courses and, again, over 400 on-line courses offered during the Spring 2014 semester. Approximately 790 seats were sold for Spring 2013 courses.

In March 2014 the postgraduate program successfully graduated our third class of fifteen Emergency Medical Technicians. The students took their practical exam at Monty Tech and proceeded to take their written exam at a state-designated facility. Several graduates have already found employment in their chosen field.

The Director of the Postgraduate & Continuing Studies Program actively seeks information to develop new (and expand existing) certificate and licensure programs that align with regional workforce needs and employment trends.

Practical Nursing Program

The Practical Nursing Program is designed to prepare graduates to practice safely, ethically and in a caring manner for patients who are experiencing common variations in health status in diverse health care settings. This mission, which is consistent with the philosophy and goals of the Montachusett Regional Vocational Technical School District, accomplished the following:

- Identifies a strong relationship between academic and vocational preparation
- Stresses the importance of developing critical thinking skills to function safely, effectively, and productively in an ever-changing technical and diverse society
- Supports the maintenance of a positive and caring learning and practice environment

In June 2014, thirty-three (33) students graduated and entered the nursing profession. The class achieved an initial NCLEX pass rate of 88%, and just over 91% of the 2014 graduates are currently working in the North Central area as LPNs in various health care settings from long term care, sub-acute care, clinics and prison health care.

The Monty Tech Practical Nursing Program continues to develop the “LPN to BSN Bridge” relationship with Fitchburg State University. Additionally, the program is proud to report an expanded partnership with Fitchburg State University, as both institutions were recently awarded a grant known as the “Nurse of the Future” initiative, awarded by the state Department of Higher Education. The grant funding will assist veterans hoping to transition from military to civilian healthcare fields, granting academic credits for previous military training and experience in related

fields. The goal of this unique partnership is to have five students enrolled in the program at both Monty Tech and Fitchburg State University annually.

Looking Ahead

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we continue to have an eye toward the future, always committed to improving our vocational and academic programming, strengthening key partnerships, and maintaining facilities that contribute to student success and achievement. As we look ahead, there are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

Expand partnerships with area colleges and universities: Building upon an already strong partnership with area colleges, Monty Tech hopes to bring additional vocational-technical training opportunities to students that may result in articulated credits. Providing students with an opportunity to earn college credits while still in high school will not only save the students time and money, it validates their very rigorous educational programs in place here at Monty Tech. In 2014-2015, school officials hope to work closely with area college leaders to also accomplish the following:

- Embed MWCC's Emergency Medical Technician (EMT) certificate program into Monty Tech's Health Occupations program, which would result in students earning an additional eight (8) college credits before leaving Monty Tech;
- Work closely with MWCC and Becker College to develop a Cyber Security certificate and/or degree program that aligns with Monty Tech's already very successful Information Technology (and Cyber Security) program;
- Establish a branch office of a financial institution (*to be named later*), which would allow instructors in the school's Business Technology program to expand the scope of their curriculum to include financial literacy, bank teller employability training, as well as provide a much-needed service to the Monty Tech educational community. Upon the establishment of this banking institution, Monty Tech school officials will work to develop articulation agreements with area colleges who will honor the valuable experiences learned from the expanded curriculum;
- Continue discussions regarding the development of a \$30,000 Baccalaureate Degree program with leaders at four Central Massachusetts public higher educational institutions: Fitchburg State University, Mount Wachusett Community College, Quinsigamond Community College, and Worcester State University. Upon completion, Monty Tech graduates will benefit from an agreement that outlines a "stackable pathway" of college credits that are guaranteed to transfer across these institutions, saving students in Central Massachusetts time and money as they pursue advanced education and training.

Expand AP offerings: While Monty Tech currently offers a limited menu of Advanced Placement coursework, district officials anticipate expanding AP offerings in the coming years. Grounded in the belief that because today's vocational programs are rigorous and complex, high school academic offerings should be as well. To that end, administrators have considered introducing courses such as

AP Environmental Science, AP United States History, and even AP Computer Science Principles (*available Fall 2016*).

Seek grant funds to support the addition of cutting edge vocational-technical educational programming: In an effort to maintain currency, appeal to a broad spectrum of students, and address documented, regional workforce needs, Monty Tech officials are actively seeking grant funding that would support the establishment of a new vocational-technical program, Animal Science/ Vet Tech. District officials, in collaboration with post-secondary partners, seek to establish a cutting edge veterinary science program, addressing a documented need in the career/technical education offerings in North Central Massachusetts, significantly bolster the local workforce, and create an opportunity for students to successfully bridge from secondary to post-secondary education. There are only five Chapter 74 animal science programs in high schools across the Commonwealth, and students in the Monty Tech sending districts do not have access to any of these programs. As a result, our students are at a distinct disadvantage for related employment opportunities.

Expand Summer Camp offerings: The school's Dean of Admissions has developed an expanded Summer Camp program that will bring additional opportunities to interested 6th – 8th grade students in our eighteen sending communities. Students will be invited to attend one of eight innovative summer enrichment programs, each designed to introduce students to vocational programming, familiarize them with our school, and culminate in an exciting field trip! Additionally, thanks to the continued generosity of the Monty Tech Foundation, scholarships will be available to students who qualify for free/reduced lunches, and all costs associated with the field trip will be covered for every participant.

The Monty Tech School Committee

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures.

Our students continue to benefit from the broad scope of their experience and varying perspectives, and we are thankful to the following members of the 2013-2014 School Committee for their outstanding service.

Eric Olson, Phillipston
Chair

Terri Hillman, Winchendon
Secretary

Barbara Reynolds, Lunenburg
Vice Chair

Norman J. LeBlanc
District Treasurer

Diane Swenson, Ashburnham
Peter Capone, Ashby
Toni L. Phillips, Athol
John Scott, Barre
Claudia Holbert, Fitchburg
Brian J. Walker, Fitchburg
Ronald Tourigny, Fitchburg
LeRoy Clark, Fitchburg
Helen Lepkowski, Gardner
Eric D. Commodore, Gardner

TBD, Harvard
James Cournoyer, Holden
Kathleen Airoidi, Hubbardston
Edward Simms, Petersham
John P. Mollica, Princeton
Mary C. Barclay, Royalston
Dr. Kenneth I.H. Williams, Sterling
James M. Gilbert, Templeton
Walter Taylor, Westminster
Burton E. Gould, Jr., Winchendon

Bromfield Girls Lacrosse District Finals



LIBRARY

Librarian, Library Trustees

>>> 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



Excitement and anticipation filled the air this year as the final phase of Harvard Public Library's (HPL) building project began to take shape. With a nod to making the Library's new home the best space possible upon opening in 2007, the completion of the Library's landscape was left for future years. With the help of memorial gifts and generous donations, the Library Trustees now had the resources to complete this element of the project as a gift to the town and its residents. Throughout the spring and summer, youngsters spent countless hours peering out the Children's Room windows watching earth movers create new gardens and masons fashion walkways, a stunning stone wall, and a new patio. The goal was threefold – to complete the unfinished landscape, to construct improved pathways for emergency exits, and to give the community a public space that expands the Library beyond its walls showcasing one of the most beautiful views in the town looking westward over Bare Hill Pond.

While all this activity was happening on the grounds surrounding the building, inside the Library exciting new programs were being introduced and new digital offerings were being added to our collection. The task of evaluating and choosing the right new products from among the many available falls to the Library staff – a staff that has worked to become well acquainted with our patrons, our town, and our community's reading habits and learning preferences. Much like the choices made for hardcopy materials added to the collection, the same processes of evaluation – sometimes a trial and error endeavor – come to bear upon the decision to add new digital offerings. In 2014 HPL added Digital Magazines to the collection through the introduction of Zinio. The titles in this collection are “always available” items and exclusive for Harvard Public Library card holders. They can be read on computers, tablets, or smart phones. A similar HPL exclusive is our OneClick Digital collection of eAudio books available only to HPL card holders. This collection has seen increased usage year after year leading us to hope Zinio will enjoy equal popularity.

The staff began presenting a number of “Digital Days” throughout 2014 to give patrons the opportunity to sit down with staff and learn first-hand how to set up their digital accounts and download materials. Many a skeptic might suggest that the pervasive availability of the internet and eMaterials would result in people no longer reading the old fashioned hardcopy books nor visiting their local Public Library. Happily the statistical benchmarking of all the new and traditional materials shows our patrons borrowing yet more book materials every year, while at the same time accessing more of our database offerings, and borrowing more digital materials

whether from inside the library or remotely from home. The growth in readers, learners, and visitors to the library is most gratifying to everyone at HPL!

In FY2014 we welcomed 103,920 patrons through our doors who borrowed 127,180 items from our Library. We borrowed 13,957 items for our patrons from other libraries through our Inter-library loan program and sent out 9,116 items to other libraries. As new and increased digital offerings became available, our patrons downloaded 7,370 eBooks in FY14 (a 150% increase over FY13), and downloaded 1,181 eAudios (a 72% increase over FY13). Our Circulation department completed 253,179 circulation transactions throughout the year; our Reference department answered 9,392 reference questions; our Children's department hosted 6,567 program attendees at 334 programs; and 533 children participated in our Summer Reading Program logging in an amazing 6,000 hours of reading. Our Children's department introduced a new program – "Book Buddies" - at the start of the school year. This program pairs elementary school students with mentoring high school students to share after-school reading, wordplay and snacks. The program has been hugely popular with an almost immediate waiting list forming for the next session. The biggest growth in new program offerings this year was for our Young Adult population. Guided by the enthusiastic oversight of Jill Hayes, our programs for teens grew to 55 programs in FY14. Not only did these popular programs make a difference in calming the after-school atmosphere at the Library, but the collaboration with and help of Teen volunteers and our Teen Monitor Jennifer Holmes has helped as well. As we celebrated our seventh year in our new building we celebrate the fact that many of our after-school visitors have grown up with the new Library and have hopefully learned library skills and library decorum along the way.

The successes of this year are credited to the dedicated individuals who staff our library 6 days a week, 52 weeks a year – Reference Librarian/Assistant Director Lisa Gagnon along with Staff Reference Librarians Constance McCormack and Jill Hayes; Children's Services Librarian Abby Kingsbury along with Staff Librarians Jennifer MacMillan, Audrey Alenson and Celeste Kozlowski; Circulation Supervisor Judy Veno and Circulation staff assistants Carole Flagg and Jennifer Holmes; Cataloger Susan Andrews; and Library Pages Matthew Flokos, Jenny Specht, Kelly O'Shea and Jane Sullebarger. The knowledge, enthusiasm, and professionalism each staff member brings to the job is routinely applauded and most appreciated by our patrons. I am grateful to every member of the library staff for their outstanding work in 2014.

Each year there are many, many volunteers who come forward to help and who contribute to the success of the Library. In FY14, 118 individuals contributed 2,003 volunteer hours assisting the staff with programs and events. Five Bromfield Seniors completed their Senior Community Service Projects at HPL and several students fulfilled their National Honor Society service hours at the Library. A total of 48 students contributed their time and talents to library programs as Teen Volunteers this year.

As in years past there are a number of organizations whose generous donations to the Library contribute significantly to our success. We received a SunHill Foundation grant for A/V materials again this year allowing our A/V resources to grow into one of the best collections in the region and allowing us the ability to widely expand the range of A/V material formats. The Harvard Woman's Club donated funds to expand our book collection, and the Harvard Garden Club contributed recently published gardening books of local interest to our non-fiction collection. The Garden Club also presented floral displays to our Circulation Desk each week showcasing the members' many talents and brightening the days of patrons and staff alike. At

the same time, a team of Garden Club members spent many hours weeding and cultivating our entry gardens.

A special thank you goes out to two loyal volunteer Book Club leaders – to Susan Hardy who coordinates the Brown Bag Book Club group, and to Elsie Shutt who leads the Great Books Discussion Group each month. Thank you to Joe Schmidt our loyal Recycling volunteer and to the tireless Pete Jackson who has saved the town thousands of dollars by his volunteer efforts in maintaining the building and its systems.

The Library is privileged to have two organizations that support the Library throughout the year with both their manpower and financial support. The Friends of the Harvard Public Library, led by Chris Frechette, spend their spring weekends collecting, sorting, and inventorying books for our annual Library Book Sale which generates the funds that support our Museum Pass Program, our Summer Reading Program, and our Children's and Adult programs throughout the year. The Friends also support our Books@Home program coordinated by Vicki Maxant. This volunteer program makes available home delivery of library materials to patrons who are homebound. Finally, the Trustees of the Harvard Public Library have made their support of the Library and the Library Staff a priority without measure. Whether taking on the landscape project as they did this year, stepping up to fundraise through the Book Fund to help maintain library service hours, or allocating funds to properly staff the Library by funding the hiring of our Teen Monitor, it is clearly evident that they are committed to providing the Town of Harvard the best Library possible. With their support, help, guidance, and our shared vision for making HPL successful, 2014 has been a wonderful year. To the entire Trustee Board and to this year's Board Chairman Chris Frechette – thank you!

Respectfully submitted,

Mary C. Wilson
Library Director

➤ ➤ ➤ **LIBRARY TRUSTEES** < < <

Stacie Cassat Green joined the Trustees in June, 2014 to replace board member Joe Newpol who moved out of Harvard. We thank Joe for his great work and welcome Stacie who has been a great addition to the team.

Library usage continues to climb as it has every year since the new library open. Traditional media circulation increased modestly (other libraries in the state have reported declines in books being borrowed) but in areas of newer technology the increases were extraordinary (see the Library Director's report for full details). Total circulation reached 127,189 items circulated. While some in the media have been predicting the imminent demise of traditional libraries for some time, our results indicate the predictions may be a bit premature.

One of our biggest projects this year was planning and executing a landscape transformation around the Library. The Trustees look at this work as finishing the job first envisioned by the volunteers who conceived and built the "new" Library. Funded solely by the generation donations of Library supporters and The Harvard Public Library Trust, a private trust

fund supporting our Library, the installation was 90% complete by November (and under budget). There will be additional plantings in the spring and we will be planning an event to celebrate opening our Library “beyond the walls”. We invite everyone to enjoy this wonderful new space.

The long standing issues resulting from after-school over-crowding at the Library seem to have been resolved in 2014. By strategic deployment of volunteers and a Trust-funded “Teen Monitor” (along with the rising popularity of the General Store), we are no longer faced with the unruliness we had experienced for several years.

In collaboration with Harvard Energy Advisory Committee (HEAC) we installed new energy efficient equipment. Through a grant secured by HEAC new circulating pumps and variable speed fans were installed at the library to maximize energy efficiency.

Using Trust funds and money approved in ATM, we had the electrical work done that will properly connect the power systems in the Library with a generator when there is a loss of power in town. This investment is meant to protect the building in situations where a power outage could cause water pipes to freeze and burst among other hazards. We are also upgrading our HVAC system software to take advantage of new efficiencies which will allow us to use less energy to heat and cool the building.

As part of our 5 Year Strategic Plan, we have formed a Communications Sub-Committee which is exploring ways of staying better connected to our patrons. This includes implementing more effective ways of communicating programs and services as well as getting ongoing feedback from the public. This team will be making and implementing recommendations in 2015.

Also related to our Strategic Plan goal of greater collaboration with other town organizations, we worked with the Farmer’s Market committee to install a Seed Library at HPL.

The Friends of the Library continue to provide significant financial support to the Library. For the 2nd year in a row the annual book sale was held at HPL (their largest source of fund raising). The Friends organize monthly concerts and other cultural programs in Volunteers Hall from September through March through a subcommittee called Harvard Friends of the Arts. Some of HFOA’s programs were so popular that they had to turn people away. The Friends along with the Trustees also provide significant financial support for Children’s Programs.

Volunteers Hall has been the home for programs sponsored by the Warner Free Lecture Series since we moved to the new Library. We also host public meetings such as candidate forums, Council on Aging monthly movie presentations, Harvard Women’s Book Club meetings, public information sessions of the Economic Development Committee, and Massachusetts Regional library system meetings.

This year the Staff also implemented a new online service called “Zinio”. Patrons may access periodicals such as Atlantic Monthly, National Geographic, Us and Forbes among others free of charge using their computers or portable e-devices.

Well received this year were several days where Staff helped patrons better utilize their electronic devices “Digital Days” invited the public to bring in whatever electronic readers or smart phones, etc. to meet with the Staff to ask questions and learn how to get the most out of their electronics and library resources.

Another program that began in 2014 was “Book Buddies”. The Children’s Librarians matched elementary school children with high school students to read together. The program has received extremely positive feedback.

Library Staff continued a long tradition of providing support to our schools. Teachers frequently bring classes to the Library where our Staff members can help students better understand how to do scholarly research.

The Director has met with the Harvard police and fire departments to be sure our emergency response planning is up to date. More work in this area is planned for 2015.

Once again in 2014, enough money was donated from generous Harvard citizens to allow us to open on Fridays during the school year. The regular town budget would not cover this expense but for the last 5 years, we have been able to keep operating at this time which is convenient for many patrons.

As always, the Trustees welcome any feedback, questions, concerns and suggestions. Please feel free to contact any one of us to let us know what you are thinking.

Respectfully submitted,

Chris Frechette (Chair)
Marty Green

Davida Bagatelle
Stacie Cassat Green

Gail Coolidge
Charles Redinger



Landscape project in process.

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 who took the time to participate in the interesting and diverse discussions that took place over the past year and provided their insight and expertise to the process. We'd also like to voice our appreciation for the technical expertise provided by Nashoba Associated Boards of Health, through its staff in general and Health Agent Ira Grossman in particular. The Board also wishes to thank Paige O'Brien for doing an exemplary job as Clerk, in facilitating the operations of the Board as well as spearheading the completion of several complex projects.

The largest and most complex of these projects was 'The Community Septic Management Program', which allows residents to apply to the Board for a loan, to fund the repair or improvement of an existing 'failed' septic systems or costs associated with connecting to the Town's sewer system. To date, six households have taken advantage of the low cost loan and approximately 25% of the funds remain available. Program details include an interest rate at 2%, with a maximum term of 15 years for repayment. For more information on the 'Homeowner Application Packet', please visit the Board of Health homepage on the Town's website. It will be found under 'Community Septic Management Program, Betterment Loan', or you can contact the BOH office directly.

In fulfilling its mandate to enhance the health of the community, the Board presented a warrant article requesting the funding for 'mosquito population reduction' in order to kick-start the public discussion on this important subject. The article was withdrawn, but established a very productive discussion on this topic resulting in many creative ideas. The Board would like to leverage the intellect and enthusiasm of our community to provide a 'Commonwealth leading' comprehensive solution to this important problem. It is imperative to prevent diseases including: Eastern Equine Encephalitis, West Nile Virus and Lyme Disease which can have long-term and potentially devastating consequences, including permanent disability and even death. These diseases are propagated by insects; mosquitoes and ticks, respectively. Steps that each resident can take include the avoidance of 'prime mosquito times' and application of repellants containing DEET. Additional material is available to residents, through the library and links on our web site. Complimentary tick remover tools are available in our office. Control measures are crucial and cooperation with neighboring communities is a necessity for adequate protection.

The Board of Health maintains its ongoing efforts in emergency planning and would like to refer those who are interested in volunteering to train with the Worcester Medical Reserve Corps. This is a group that provides manpower during times of increased need or emergency, to communities that could benefit. Please contact our office if you are interested. We also participated in the updating of the 'Harvard Hazard Mitigation Plan', which is an on-going process designed to identify and minimize the impact of adverse conditions, including those that are weather-related. Additional improvements to our web site have enhanced its usability and the dissemination of important health alerts and other information.

A member of the Board of Health attended a symposium sponsored by the Massachusetts Department of Public Health entitled, “Preparing for Climate Effects at the Municipal Level”. The goal of the meeting was to present information on resilience planning to protect the public from the effects of climate change and the impact of extreme weather events (both summer and winter) on our most vulnerable residents. The Board of Health will be leading a discussion with other town boards to develop a resilience plan for Harvard.

We, as your Board of Health, continue to address the issues related to health and sanitation, including: disease out-break and prevention, changes to Title 5, the progress and function of installed new ‘innovative technology’ system designs, traditional subsurface sewage disposal systems, protecting ground water, ensuring an adequate supply of clean and safe drinking water, food safety, and sewage treatment, in the Town of Harvard.

Respectfully submitted,

Thomas Philippou RPh EMT-B, Chair : Lorin Johnson : Sharon McCarthy PhD



➤ ➤ ➤ **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***)
- 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 2014 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.**
- Reviewed **83** Title 5 state mandated private Septic System Inspections for **Harvard** Board of Health. Received, reviewed, and filed these state mandated 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) 80

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

Food Service Licenses & Inspections.....14

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.....11

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

Housing & Nuisance Investigations.....8

Nashoba, as agent for the Boxborough Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

Septic System Test Applications.....46

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.....138

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 Applications	44
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.....	33
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)	16
Septic System Permit Applications (upgrades)	16
Applicants' approved plan submittal and Board of Health requirements are incorporated into a permit to construct the septic system.	
Septic System Inspections	70
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.....	18
During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.	
Well Permits.....	6
Water Quality/Well Consultations	12
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 Immunized	19
Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers, and sending home flyers through local schools. In addition, since the recent raccoon rabies epizootic Nashoba has arranged for delivery of over 500 animal specimens to the State lab in Boston for analysis and has counseled possible exposure victims to seek medical assistance.	

Nashoba Nursing Service & Hospice

Home Health

Nursing Visits.....	794
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 Visits	960
Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.	

Rehabilitative Therapy Visit 613

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.....56

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

Hospice Volunteer and Spiritual Care Visits.....12

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

Clinics

Local Well Adult, Support Groups, & Other Clinic Visits248

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

Number of patients that attended

Flu Clinics held in Harvard.....119

Number of patients whom attended Well

Adult Clinics from Harvard122

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.....	78
Confirmed.....	28

Communicable Disease Number of Cases

• Anaplasmosis.....	4
• Campylobacter.....	1
• Hepatitis A.....	1
• Hepatitis C.....	3
• Influenza.....	3
• Lyme Disease.....	11
• Pertussis.....	1
• Salmonella.....	1
• Strep B.....	1
• Streptococcus Pneumonia.....	1

Health Promotion

Skilled Nursing.....	17
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Dental Health Department

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

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

Students Eligible.....218

Students Participating.....134

Referred to Dentist.....9

Instruction - Grades K, 1 & 5

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

Number of Programs..... 8

Respectfully submitted,

James Gareffi, Nashoba Associated Boards 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 mission of the Council on Aging is to enhance the lives of Harvard residents age 60 and above. The Council identifies and addresses the ongoing social, recreational, educational, vocational, financial, transportation and therapeutic needs of Harvard's senior population. This is accomplished through program development, advocacy, legislative awareness and involvement, and community linkages.

The number of seniors in Harvard continues to rise and now at 1447 represents nearly 25% of the population. The COA Board of Directors, staff, and volunteers continue to offer as many services as possible within our budget constraints. Every resident has the option of receiving our monthly newsletter and those over 60 can use the services. Our records indicate that almost half of the senior population has used programs and services through the COA at one time or another during the year.

The Council on Aging (COA) has 4 employees: a director (full-time), an outreach coordinator (19 hours per week), a program coordinator (12 hours per week), and a receptionist/dispatcher (19 hours per week). The first three staff positions are funded through the town budget and a grant from the Executive Office of Elder Affairs. The receptionist/dispatcher's pay is reimbursed by MART for 14 hours, with the other 5 hours paid for by the town. The town provides no funding for programs.

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 members living near or far is a critical component and constant advocacy is essential. Contact with seniors is documented and confidentiality is strictly maintained.

MOST POPULAR PROGRAMS AND SERVICES of 2014

- ***Networks for Connecting and Wellbeing:*** Continuing its successful "Life Transitions" series, the COA Program Committee planned more programming aimed at attracting younger seniors, including a Brain Fitness Workshop, a program called "Sex, Drugs and Rock & Roll" and a good old-fashioned Rock & Roll dance party. In the fall, new offerings included programs such as "Aging and Happiness" and a very enjoyable Game Night.
- ***Farm to Friend - "Soups for seniors":*** We coordinated with the Harvard Farmer's Market Farm-to-Friend program to offer Chef Paul's renowned soups to qualified seniors during the winter months and continued fresh produce to homebound and lower income seniors.
- ***Individual visits to seniors on holidays:*** The outreach coordinator arranged for individual visits to seniors from the Girl Scouts during the holiday season which included caroling and gift baskets. This is a continuing program that is always well received.

- ***Holiday centerpieces delivered to seniors:*** Coordinating with the COA, the Harvard Garden Club provided many holiday centerpieces for seniors.
- ***Our popular trip offerings:*** We organized and sponsored more than 30 trips this year, 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.
- ***Lunchtime speakers on different topics:*** We hosted speakers on a variety of topics to offer seniors educational opportunities that can keep them safe and enhance their quality of life. These topics included: nutrition; arthritis; living with Alzheimer's; computer classes and more.
- ***Special Luncheons:*** With donations of both time and money, benefactors such as the Harvard Woman's Club, the Lions Club, the COA, and the Police Association offered a number of special luncheons around different occasions and holidays, including barbecues, an ice cream social, holiday dinners with entertainment, and a St. Patrick's Day celebration.
- ***Expanded Computer lab hours and classes on timely topics:*** The computer lab has expanded to include volunteer help on Tuesdays as well as Fridays with knowledgeable volunteers to provide technical support. In addition, we offer classes such as "iPad tablet class", "Searching with Google", and other timely topics.
- ***Intergenerational Program:*** The staff coordinated and worked with departments and area groups such as the National Honor Society students, Harvard Firefighter's Association, the Girl Scouts and Farm to Friend to prepare and deliver meals around the holidays for homebound seniors. In addition, they worked with the Holy Trinity Youth Group to again offer "Blizzard Bags" with donations and lists of important items to have on hand in an emergency. These were distributed to seniors in town.

ONGOING SERVICES OFFERED BY THE COA

The COA offers a wide range of programs for physical, social, and intellectual well-being.

SUPPORT SERVICES:

Counseling for professional resources and referrals
 Grief support group referrals
 Home visits and ongoing follow up
 Communicate with family members
 Transportation through MART van
 Monthly newsletter
 Friendly Visitor Program
 Senior tax programs including
 Elderly and disabled tax aid and tax work-off opportunities
 State and Local Fuel Assistance and SNAP (Food Stamps)
 Handyman Program
 SHINE (Serving the Health Information Needs of Elders)
HEALTH AND WELLNESS:
 Wellness and Podiatry clinics
 Health programs with guest speakers

Exercise programs (Aerobics, Yoga, Tai Chi, Zumba Gold, and Line Dancing)

Collaboration on Farm to Friend program with area farmers

SOCIAL AND RECREATIONAL

Tuesday and Thursday luncheons

Card games and clubs

Men's Coffee Club social group

Cultural and recreational day trips

Annual events, holiday luncheons and cookouts

Intergenerational programs:

Boy Scouts, Cub Scouts, Girl Scouts,

Student volunteerism through schools

INTELLECTUAL

Speakers, workshops, and educational series

Computer Center classes and programs

FACILITY AND TECHNOLOGY IMPROVEMENTS

Based on the work of the Hildreth House Improvement Committee, the Council on Aging submitted a request this year for safety and access improvements at Hildreth House, which the Capital Planning and Investment Committee has given its top-priority rating. The request for improved and expanded parking, a lift to the second floor, renovation of the upstairs bathroom, and other work to improve access in and around our historical senior center is expected to go to Annual Town Meeting in 2015. We are grateful to the Hildreth House Improvement Committee for its tireless efforts on our behalf.

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

With a donation from the Lions Club we were able to outfit our computer lab with three brand new computers, all Windows 8.1 with Microsoft Office 2010 suite. In addition, the state Formula Grant was used to purchase two new computers also Windows 8.1 and the Microsoft Office 2010 suite for our employees.

COMMUNITY OUTREACH

We continue to develop and foster relationships with the schools, town committees, and other town groups such as the Woman's Club, Garden Club, Farmer's Market, Farm to Friend-including Soup for seniors, Girl Scouts, Boy Scouts, Lions Club, Rotary Club, and others. We are actively collaborating with the schools as enrichment for both students and seniors – in particular the National Honor Society and students offering Community Service. We work closely with Harvard Help volunteer program to offer transportation to seniors when the MART van cannot accommodate their needs. We are grateful for support from the Cultural Council to help us offer two programs this year: Clutter Control and a Rock & Roll dance party.

FRIENDS OF THE HARVARD COA

The Friends of the COA provide funding for the monthly newsletter, support for some programming and miscellaneous projects at Hildreth House. This fundraising group is actively seeking new volunteers to help support the work of the COA.

Respectfully submitted,

Board of Directors: Connie Larrabee and Susan Guswa, Co-Chairwomen

Bruce Dolimount, Treasurer; Pam Frederick, Secretary;

Members: Katie Petrossi, Fran Nickerson, Carlene Phillips, Hank Fitek, Suzanne Roberts.

COA Staff: Deborah Thompson, MS, LSW, Director
Maria Holland, Outreach Coordinator
Joan Goddard, Program Coordinator
Marna Sorenson, COA Receptionist/Dispatcher



➤ ➤ ➤ **ELDERLY & DISABLED TAXATION AID COMMITTEE** ◀ ◀ ◀

In 2014 the Committee helped fund just over \$16,000 in property taxes for residents who qualified for assistance from the Elderly and Disabled Tax Fund. Assistance ranged from 70% to 90% of the tax due. Generous Harvard residents donated about \$15,000. That money goes directly to the Town Treasurer to defray part of the property taxes due. Names of contributors, applicants, and recipients are always kept confidential.

In the past an annual fundraising drive in January or February provided the only money used by the Committee, with occasional help from the town's Rantoul Trust. Last year the Committee decided to replace the annual donation request letter with an insert in the excise-tax bill, saving several hundred dollars for the Fund and raising enough money that no additional funds were required.

The goal for 2015 is to raise \$20,000. This is a stretch from the \$15,000 in donations in 2014, but the need is there.

Members of the Committee thank the generous 2014 contributors, and also those who are planning to contribute in 2015.

Respectfully submitted,

Laura Andrews, resident member and chair
Ann Taylor, resident member
Dale Welch, resident member

Tammy Collier, Treasurer
Debbie Thompson, COA Director



Seniors enjoying Council on Aging activities.

<p style="text-align: center;">PUBLIC WORKS <i>Public Works Director, Cemetery Commission</i></p>

➤ ➤ ➤ **PUBLIC WORKS DIRECTOR** ⬅ ⬅ ⬅

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

Highway Department

- Reconstructed Littleton County Road (Old Schoolhouse Road to Littleton Town Line)
Work consisted of the following:
 - Installed new drainage system from Old Schoolhouse Lane to Trailside Ridge.
 - Reclaimed the existing pavement, graded and paved the roadway.
 - Installed Cape Cod Berm along the roadway.
 - Regraded and loamed the shoulders of the road.
- Pavement repairs to Ayer Road (Rte 2 to TL). This work needed to be done to repair severe pavement deterioration along the edges of the road. A pavement overlay will be installed in 2015.
 - Spot repairs to roadway by deep cold planning the existing pavement and installing multiple layers of new Bituminous Asphalt.
- Installed a new drainage system on Fairbanks Road from Oak Hill Road to Old Boston turnpike to correct icing condition
- Installed a new drainage system at 154-156 East Bare Hill Road to correct icing condition.
- Removed numerous ledge outcropping along the edge of numerous Public Ways.
- Crackfilled 5.28 miles of public roadways.
- Motor graded all town accepted dirt roads.
- Painted centerlines and crosswalks on our public ways.
- Swept all town roads, repaired numerous washouts and potholes.
- Continued cutting back the vegetation along our public ways with the Boom Flail Mower. We have completed approx. 90% of the roads in town over the past three years.
- Through a special appropriation, we hired a seasonal helper to mow the grass along all the roads
- Regularly cleared roadway drainage culverts due to beaver activity. We installed and maintained beaver deceivers.

Winter of 2013-2014

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) without outside help. This represents 12 lane-miles of roadway per staff member. This is among highest productivity levels per man in the entire area. In addition, we plowed the parking lots of all town and school facilities.

We take great pride in providing the highest possible environmental standards in controlling ice and snow on our roadways. We 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 71.75" of snowfall
- We had 18 plowing events
- We were called in to sand an additional 25 times for icy roads
- We distributed 2,868 tons of salt and 3023 tons of sand.

Water Department

- We pressure washed and sealcoated the 320,000 gallon water storage tank on Bolton Road.
- Completed a system wide "Flushing Program"
- Read water meters twice during year and repaired/replaced faulty equipment
- Water system operators completed continuing education training to meet the requirements of DEP licensing.
- Tested all backflow devices twice.

Transfer Station

- Collected and disposed of 1107 tons of solid waste
- Collected and recycled 788 tons of materials
- Built a new Styrofoam storage shed.

School Department

- Designed, permitted and managed the construction of the new Pond Road Parking Lot.

Parks and Recreation

- Drainage and pavement improvements to the Town Beach Parking Lot

Pond Committee

- Maintained and cleaned stormwater treatment bays and Stormceptor treatment tanks.

Facilities

- Installed new parking lot at the Hildreth House.
- Painted and placed floor covering in the staff lunch room.
- Installed a new hung ceiling in the Highway Office.

Miscellaneous

- Mowed Conservation Fields
- Prepared cemeteries for Memorial Day
- Provided grounds maintenance to all public and school facilities
- Maintained all playing fields and parks
- Operated and maintained three town cemeteries.
- Assisted with the set-up of many town events during the year.

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



➤ ➤ ➤ CEMETERY COMMISSION ◀ ◀ ◀

During the year the Commissioners sold 13 graves, had 15 full interments and 13 cremations. The Commission was helped greatly at the Shaker Cemetery by the Historical Commission. Funding was obtained from the CPC to remove trees on Conservation Land surrounding the cemetery that could fall on the newly restored markers. Joe Theriault and Moe Dancause did yeoman work in obtaining bids for the work to be done and then supervising the tree removal. We bid fond farewell to Joe Canole and Bob Melvin, two great DPW men, who tirelessly maintained the cemeteries and did the interments. Projects for 2015 include tree removal, and road work in Belleview and ongoing projects at the Shaker Cemetery.

Respectfully submitted,

Bruce Dolimount

Whit Sprague

Jack Spero



It was the year of the Bear.....



ENVIRONMENTAL PROTECTION

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

➤ ➤ ➤ BARE HILL POND WATERSHED MANAGEMENT COMMITTEE ◀ ◀ ◀



For over ten years, the Bare Hill Pond Watershed Management Committee has been implementing a watershed management plan designed to restore the habitat of Bare Hill Pond and its watershed in order to remove it from the State list of endangered lakes and ponds. In 1998, Bare Hill Pond was determined to be endangered because it was measured as having phosphorous levels from non-point source pollution at levels of 0.44 mg/liter. Phosphorous is in soil that runs into the pond when a watershed is developed or disturbed by development. Phosphorous used to be in detergents and fertilizers but regulations in past few years have removed them from these products, and their use can be restricted in a permit. Phosphorous is also a particulate in auto exhaust and is washed into the Pond during rainfall when storm water is left untreated from roads and driveways.

Phosphorous matters because at levels above 0.25 mg/liter it puts the Pond at significant risk of eutrophication and algal blooms. It also feeds invasive species like milfoil and fanwort. Algal blooms can deplete the Pond of oxygen and put fish, amphibians, crustaceans and the habitat at risk.

So where are we today? The good news is the as a result of the draw downs of Bare Hill Pond for the past 12 years, we have substantially reduced the level of phosphorous in the Pond and brought the levels down to 0.22 mg/liter or less – just below the endangerment level. We have also seen a reversal in prevalence of invasive species and a re-emergence of native plants and native habitat. Our monitoring data and reports can be found on the Committee webpage on the Town Website www.harvard.ma.us/bhpwmc. We have also achieved this by installing storm water controls to capture the major inputs of storm water into the Pond which now treat (as designed) approximately 50% of the phosphorous from storm water that runs off the school parking lots, Town center roads, Pond Road, Warren Ave and the beach -- all good news.

Under the guidance of the Conservation Commission which regulates our activities in the watershed, we have now begun to use monitoring data to determine the need for drawdowns each year with the objective of reducing their frequency while protecting the watershed. For example, we did not do a draw down in Winter 2014, after achieving this level of success and our data from Summer 2014 shows that phosphorous did not materially get worse, although invasive species growth did get worse in a number of areas of the Pond. We are hopeful we can limit drawdowns now to every other year and perhaps at a lower frequency.

The challenge we face is that while we have had great success, we are still close to the edge of endangerment due to the level of development in the Watershed. For this reason we need to continue our monitoring and continue to ask all of us to do our part to protect our Pond. We can all help by:

- Avoiding or minimizing the use of fertilizers in the Watershed, which can promote algal blooms and invasive plant growth.
- Continuing to restore shorelines and wetland areas that lead to Bare Hill Pond. Many residents have taken this to heart and the Pond today had more vegetated shoreline than in the recent past.
-
- Supporting the Conservation Commission and ZBA in restricting development in the watershed that would lead to increased non-point source pollution of the Pond.

We want to thank all the volunteers who contribute to the protection of the Pond, and invite any interested residents to consider joining the Committee.

Respectfully submitted,

Bruce Leicher, Chair
Tom Gormley

Megan Glew
Brian McClain

Steve Gordon
Peter vonLoesecke



➤ ➤ ➤ **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 within 100 feet of the edge of a wetland (200 feet in the case of perennial rivers, streams, ponds, and vernal pools) will require the project sponsor to file a Notice of Intent (NOI). This process involves a comprehensive review of potential project impacts to protected areas and typically results in the issuance of an Order of Conditions by the Conservation Commission. A specific subcategory of NOI known as an Abbreviated Notice of Resource Area Delineation (ANRAD) is used for confirming wetland lines. Applicants proposing projects with limited potential impact may be advised to submit a Request for Determination of Applicability (RDA). The RDA process is generally less demanding upon the applicant than the NOI process.

To help Harvard residents know when they need to obtain a wetland permit, a set of instructions, forms for filing, and the Harvard Wetland Rules and Regulations are available at the Commission's office during the Commission's public hours, as well as on line at www.harvard.ma.us. The Commission's Administrator/Agent welcomes inquiries.

The Conservation Commission held a total of 21 public meetings during 2014 as well as numerous site visits at proposed project sites. Our activity statistics for the year are as follow:

Type of Activity	2014	2013	2012
Notice of Intent	8	14	7
Order of Conditions (Approvals)	8	13	10
Order of Conditions (Denials)	0	0	0

Abbreviated Notices of Resource Area Delineation	0	1	1
Orders of Resource Area Delineation	0	1	1
Request for Determination of Applicability	15	5	14
Determination of Applicability	14	5	15
Certificate of Compliance	33	55	12
Extension to Order of Conditions	1	0	6
Enforcement Orders	1	1	1
Amended Order of Conditions	0	0	0

In 2014 there was a decrease of Notices of Intent filed, but an increase of Request for Determinations of Applicability. This in part may be due to the Commission's efforts to educate its residents on the types of activities that require a permit from the Commission, either under the Wetland Protection Act or the Town's Wetland Protection Bylaw. The number of Certificates of Compliance is still higher than average due to the efforts at Town Hall to reduce file sizes. The Commission's Agent obtained the proper authorization to destroy old filings under the State's retention schedule. That schedule allows for the destruction of a file, with the exception of the engineered plan, once the Certificate of Compliance is record at the Registry of Deeds.

We would like to thank all the Harvard residents who have worked diligently with the Commission to preserve our environment, heritage, and way of life through thoughtful development.

Conservation Land Acquisition and Management

In addition to protecting wetlands, the Conservation Commission also helps the town acquire land by gift or purchase for conservation purposes and manages all land so acquired. Over the years, generous citizens have gifted over 30% of Harvard's approximately 2,000 acres of conservation land to the Town. The Commission has periodic discussions with landowners and with the Harvard Conservation Trust (HCT) about the possibilities of gifts or purchases of land for conservation. Occasionally gifts are monetary, 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. The Commission currently receives funding for open space protection through the Town--State partnership enabled by the Community Preservation Act.

Two significant land acquisition projects occupied the Commission in 2014, but were not closed until January and February of 2015 so these will need to be reported next year. One of these projects was led by the Harvard Conservation Trust that purchased the 15 + acre Lawton property on Old Littleton Road in November and represents a theme of collaboration this year between the Conservation Commission and the HCT.

Conservation Agent Liz Allard and Marylynn Gentry of the HCT developed and led a well-attended women's hiking series that featured a different conservation area each month. An

ongoing traffic safety issue on the access road to Thurston's Cove was addressed by the installation of new signage there indicating that only live parking for unloading boats and handicapped parking is allowed at the Cove. Visitors to the Cove may park on pull-offs on Warren Avenue. Harvard Community Gardens flourished on the Coke land off Littleton Road. Twenty-two plots were cultivated by about 26 gardeners in 2014. To request a plot for next year, contact hcgmembership@gmail.org.

The Commission continued 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. With the achievement of many of the objectives of the annual drawdowns of the pond and the completed installation of BMPs to improve the water quality of road runoff before it enters the pond, the decision was made to suspend drawdowns in 2013 while carefully monitoring phosphorus levels, aquatic vegetation and other indicators of the pond's health. The effects of taking a year off from drawdowns was evaluated in 2014 and while phosphorus levels did not spike, and reestablished native plants remained dominant on much of the pond bottom, fanwort and European milfoil did increase sufficiently to warrant reinstating the drawdown in 2014.

The Land Stewardship Subcommittee (LSS) remained active in 2014. While the effects of damaging winter storms in the past 6 years were still in evidence, the winter of 2013/14 did not take such a toll on the Town's forests in spite of delivering a good quantity of snow. Consequently, the work of keeping trails open was greatly reduced compared to recent years. The major trail project of the year was preparing the Town's newest conservation property, Hoch, for use. Two bridges were built under the leadership of Phil Knoettner and trails were cleared and blazed. Assistance from DPW staff who delivered construction materials to the site and helped with chainsaw work was greatly appreciated. The property was introduced to the public in November with an ambitious 5 mile hike from Bolton's Bowers Springs led by Jim Adelson and enjoyed by some 30 hikers from Harvard and Bolton.

Mowing of the fields on Town conservation land went smoothly this year and all fields were hayed or mowed by early October. Researchers from Harvard Forest determined that the population of Baltimore Checkerspot butterflies on the Williams land has increased three-fold since a modified protocol of mowing the fields and wet meadows here was put in place.

The invasive plant control project moved into its third year, and results have been very encouraging. Work continued on Clapp Scorgie where swallowwort and Japanese barberry were treated in the spring and summer and a dozen common buckthorns, posing as apple trees in the orchard there were removed in October. Follow-up work, predominantly to control Asiatic bittersweet, was conducted on the Williams land and the field off Murray Lane.

We would like to thank the members of the Land Stewardship Subcommittee: Jim Adelson, Bob Benson, Pam Durrant, Dave Kay, Phil Knoettner and Wendy Sisson and note that the LSS welcomes new members and volunteer assistance.

Conservation Commissioners and Staff

The membership of the Commission was at its full compliment for 2014 and remained unchanged from 2013. Paul Willard continued as the chair and Don Ritchie served as vice chair.

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 2014 the Agent monitored fifteen different projects around Town.

Several Commissioners wear more than one hat, working in concert with other boards on projects of joint interest. Wendy Sisson serves as Chair of the Land Stewardship Subcommittee. Joanne Ward is the Commission's representative on the Community Preservation Committee. Paul Willard serves as the Commission's liaison to the Department of Public Works and the Bare Hill Pond Watershed Management Committee. Jaye Waldron served as the Commission's representative on the Master Plan Steering Committee.

Respectfully submitted,

Paul Willard, Chair	Charles Gorss	Wendy Sisson	Joanne Ward
Don Ritchie	Janet (Jaye) Waldron	Jim Breslauer	
Jim Saalfeld (Associate Member)			
Liz Allard, Land Use Administrator/Conservation Agent			



➤ ➤ ➤ HISTORICAL COMMISSION ◀ ◀ ◀

Our Town Bylaws charge the Harvard Historical Commission with planning, advocacy, and permitting responsibilities for the preservation of the town's historic places. In one of its two roles, the Commission advises municipal property managers and private historic property owners on historic preservation measures, and identifies properties and places that are eligible for the Registers of Historic Places at the local, state and national level. It conducts historic preservation surveys and collaborates with other boards and commissions on preservation planning actions. In its second (and equally important) role, the Harvard Historical Commission functions as a local historic district commission, which is a quasi-judicial body that operates under the authority of Chapter 40C of Massachusetts General Laws (M.G.L.) and the Code of the Town of Harvard, Chapter 48 Historic Districts Bylaw for the purpose of regulating proposed building alterations in its two local districts. The Commission operates with essentially no budget and an all-volunteer staff support.

Staff. In this past year, the Commission lost two members: John Martin and Ken Swanton each with long records of volunteer service with the Historical Commission. Ken served as our Chair for four years. Our heartfelt thanks to both for their dedication to historic preservation and to the town. Also, we are delighted to welcome new Alternate Commissioner Rick Veltri to our ranks and look forward to teaming up with him in our work.

As part of some organizational changes that we will discuss later, we launched a new recruiting program to build a new Commission Staff. Our first generation of volunteers to come onboard were: Sally Dancause, Susan Lee, Lynne Cooke, Orville Dodson, and Toni Baccanti. We enthusiastically welcome our new Commission Staff and on behalf of the taxpayers of Harvard, we say a hearty 'Thank you!' to each of you for your generosity and team spirit. We continue our search for volunteers interested in our work.

Organization. This year, the Historical Commission took an introspective look into its mission, its goals, and organization. The result was to begin codifying its organizational policies and procedures and then started a process to develop its policies for historic preservation. These Policies & Procedures will allow the organization to operate more consistently and with continuity year after year even when turnover occurs in our volunteer leadership and membership. So, a plan was devised to (1) expand the organization to produce additional capabilities and (2) develop new networking instrumentation using the cloud-based DropBox facility to allow centralization, sharing, and backup of our administration and operational file storage while our members use their own private computers. This latter improvement will allow our members to operate with shared files that will not get lost and will remain the property of the Commission when members resign or leave office.

The added capability is produced by a set of working groups each focused on a specific function, e.g., historic properties, historic districts, administration, education and training, communication, etc. Each is led by a Commissioner and staffed by Commission Staff. This will allow the Commission to focus more on its decision-making role and leave the operations and implementation to the working groups. A new Membership Committee (Joe Theriault, Chris Cutler, Moe Dancause, and Sherry Graham) was established to recruit commissioners as well as commission staff volunteers.

Historic Preservation. A new *Historic Properties Working Group (HPWG)* was started up late in the year to research and document historic properties. From the set of documented historic properties which currently number over 300 in Harvard proper, the HPWG will recommend some to the Commission for designation to landmark status, to the state and national registers of historic places, or for preservation restrictions and other protective measures. The HPWG is currently chaired by Sherry Graham with a Commission Staff of Sally Dancause (Database operations), Susan Lee (Properties Historian), Orville Dodson and Lynne Cooke.

This year, the Commission launched its *Historic House Marker Program* which supports itself with funds that are generated by the sale of its official HHC-sanctioned Historic House Markers. The Program will add significant visibility and interest to the historic homes of Harvard and in some cases, will also bring the Commission and residents to work together to research house histories as necessary. The program is led by Commissioner Pam Marston assisted by Chris Cutler. The new Historic Properties Working Group (HPWG) assists in any research that is needed to verify the construction date and original owner of the historic place.

The Commission also launched the development of a new Microsoft ACCESS database for the town's *Local Register of Historic Places*. As we reported in the Annual Report last year, the Local Register is currently implemented as a set of more than 500 PDF flat files that are downloadable from the Commission's website (HHCommission.WordPress.com). The database development was led by Commissioner Joe Theriault and was assisted by Commission Staff member Toni Baccanti. There were no costs associated with the development and test activity. The *new Local Register database* completed development testing in October. Final testing will be completed as part of a new historic property survey project to review/revise the inventory records for the Local Register and to migrate the records to the new database. This project is the first for the new HPWG.

In other projects, the Commission completed its work in coordination with the Cemetery Commission and the Conservation Commission to remove some 35 pine trees that endangered

the Shaker Cemetery around a 20-foot periphery that is conservation land managed by the Conservation Commission. The project was financed by CPC funding which was requested and planned by the Historical Commission. Later, Commissioner Moe Dancause assisted by Shaker expert Robyn Campbell and other members of the Historical and Cemetery Commissions, re-installed the recently restored historic cast iron “lollipop” markers. A final audit of the markers will be completed in the spring at which time, a revised catalog of the individual burials of the Shaker Cemetery will be documented on the Historical Commission website. This new catalog will for example, enable future Walking Tours of the Shaker Cemetery to focus on the members of the Shaker community and their work.

Historic District Administration. During the year, the Commission worked with the municipal property managers and private property owners in its two historic districts to plan and implement changes or rehabilitations of certain historic properties in those districts including the following:

- renovation and restoration of the 1872 Town Hall,
- restoration of the 1812 Powder House including the replacement of its door,
- reconstruction of the Old Bromfield Stone Wall, and the
- renovation and window replacement of 1900 Hildreth House.

The Town Hall work included review of the Menders, Torrey and Spencer, Inc. report on the “Exterior Conditions Assessment of the Harvard Town Hall” in May 2011 and the Juniper Hill Build Design report on the “Harvard Town Hall Envelope Assessment.” These two reports are seminal to the appropriate restoration of the Town Hall of Harvard. Much of the Historical Commission’s recommendations for the restoration of the Town Hall are based on these two important works as well as upon the principles of historic preservation. The Commission’s work in its property review process also included public hearings to review six proposals for changes to private historic properties.

For many years, the Commission had hoped to update the two maps of its historic districts. The current versions are those initially drafted by hand in 1974. Joe Theriault, assisted by Chris Cutler and Sherry Graham prepared a computer-drawn set of maps that are based on the town’s new HarvardGIS maps and which of course follow the same geographic outlines drawn in the original maps. To verify the maps, a listing of the properties contained in the new maps was prepared and audited to assure that the revised maps covered the same properties as the original maps. A warrant article is being prepared for the 2015 Annual Town Meeting for approval of the revised digital Historic District maps.

Respectfully Submitted,

Joe Theriault, Chair
Moe Dancause,
Rick Veltri

Pam Marston, Secretary
Sherry Graham,

Chris Cutler,
Ron Ostberg, Architect



➤ ➤ ➤ **PARK AND RECREATION COMMISSION** ◀ ◀ ◀

Charged with the direction of town recreational activities, the Park and Recreation 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, and the hiring of lifeguards and other safety personnel.

The Commission is accountable for the oversight of the town's common lands, in addition to the beach and boat ramp areas at Bare Hill Pond. The commission also has responsibility for the town's recreational programs including the scheduling of fields for Harvard Athletic Association programs and the administration of the programs managed by Park and Rec directly – School Sports, Club Sports, Adult League, the Hershey Track Program, the Ski Program and the Beach/Pond Programs. All of these programs are funded through revenue generated by registration fees and other usage fees such as Beach Parking Stickers, Canoe/Kayak Storage, Mooring/Slip Storage and Boat Launching Fees and Field Usage Fees.

Cooperative Programs:

Working in partnership with the school district and outside entities, the commission is able to support a wide range of recreational programs for Harvard residents.

The Tennis Program was again managed by Marcus Lewis which has continued to work out. There was a total of 63 participants in the program over the course of the 8 weeks of the summer.

The Ski Program continues to be very successful; Anne Hentz and Doug Thornton again served as the coordinators for this program. Registration was handled through the Commission's web site with fees covering bus transportation for students and chaperones to and from Mt. Wachusett for 6 sessions. Between the Bromfield and HES, there were again have 3 buses and approximately 140 students this year.

Fields and Commons:

Demand for usage of the town's fields and green spaces grew this year as more events and recreational activities took place. The commission began working on a fee schedule for the use of these spaces by non-residents, as well as, a Field Maintenance and Management Plan. Work on the Plan began in the spring and Rich Nota worked with the Commission's Field Liaison to begin to draft of schedule for field care above and beyond the current mowing schedule.

Coordinating the use of fields continues to be a shared function. Harvard Athletic Association has taken a leadership role in the scheduling and the Commission is researching if the website or another tool can be used to create a central calendar for field scheduling. There was some field damage this Spring when games were played on a field that should have been closed for weather (rain) and also some field damage in the fall when someone intentionally drove donuts on a field. Field projects were supported by user organizations this year including work done of the HES 2 softball field and dugouts that were constructed at Ryan Land(s) field.

The commission put caps on the fencing at the baseball field and is working to resolve maintenance issues with Pond Road field. A prior year project completed this year was the resurfacing of McCurdy track this fall and the Harvard Park Association oversaw the project.

The Commission approved the usage of the commons for numerous community events and held an open forum on the request from The General Store for the consumption of alcohol on the small common adjacent to their building.

The Harvard Lions Club Triathlon Event and the Long Board Competition were again held in town. A Civil War reenactment was held on the Common thanks to the work of Bromfield teachers who brought the event to Harvard.

The commission provided feedback to the Elm Tree Commission on the town's tree planting policy and spent considerable time working on the town Christmas tree on the Common. The electrical box that supplies power to the lights for the tree, as well as, events on the Commons is in need of repair. Additionally, significant portions of the lights on the tree were no longer lighting. Thanks to support from the Harvard Woman's Club that was matched by the Commission, the tree was completely refreshed this year. Tree Warden Christian Bilodeau helped us find a landscaper with a lift that could get to the top of the tree – Prestige Tree in Acton came to our rescue. Over three days in the freezing rain, with Commission members on hand, they worked to remove all of the old lighting from the tree and install new LED strands in time for the tree lighting ceremony. The electrical box still needs to be replaced and it is our plan to do that in the Spring or Summer of 2015.

Beach Operations

The 2014 Beach Lottery again had more requests than available slots. The Commission worked to reconfigure the placement of canoe and kayak racks before the beach opened as we continue to deal with the loss of space from the 2013 Watershed Project.

Beach Director, Alexandra Luck completed her second year and reported that 2014 marked 50 years of successful operation with no major issues. Working with the Beach Liaisons the Beach Director was tasked with improving all areas of beach operations. New rules were developed for Beach Stickers and parking lot usage. The beach staff and all 12 volunteers received uniform shirts and created a beach inventory that identified upcoming equipment needs and the condition of existing beach equipment. Beach staff held several community events over the summer and the feedback from the swimming program was overwhelmingly positive. Swimming lessons were 11% higher while boating lessons were down from last year. Beach payroll was reduced by 36% and Beach Operations closed in a positive financial position.

Bare Hill Pond Harbormaster, Bob O'Shea worked with the Commission to replace broken boat moorings and respond to citizen issues around Pond usage that were directed to the Commission. In order to engage in a dialogue around usage, the Harbormaster's forum was held in the fall. Commission members attended this event and also meetings of the Pond Commission regarding the planned draw down.

Bare Hill Rowing Association came before the Commission about possible changes to their agreement with the town prior to their summer season. The Learn to Row program was not held in Harvard and the Commission hopes to see the program return next Summer. The Commission approved plans for BHRA equipment placement and event details for the Tour de Pond and the Bare Hill Regatta.

The Bare Hill Triathlon, the Concrete Canoe event and several fishing tournaments were held at the beach. Staffing was improved for the collection of boat fees and beach stickers were available for online purchase. These two improvements will be in place again for next year. We continue to use the Park and Rec website for program registration and communicating with community members about upcoming recreation opportunities.

Capital Projects:

The Commission takes the lead on projects to upgrade common lands and fields by proposing funding from CPIC or through the Capital Funding process. There are several projects in the pipeline currently including the continuation of the Reconstruction of the Mass Ave. Stone Wall and the Replacement of the Wooden Dock at Bare Hill Pond.

Respectfully submitted,

Wyona Lynch-McWhite, Chairperson
Elizabeth Payne, Secretary
Doug Thornton, Field Liaison

Steve Gordon, Treasurer
Steve Victorson, Beach Liaison



Concrete canoe race.

TOWN MEETING AND ELECTION RESULTS

CITIZENS CAUCUS

March 1, 2014

The meeting was called to order in the Town Hall Meeting Room on Saturday, March 1, 2014, at 7:00 p.m., by Town Clerk Janet Vellante.

On motions made, seconded, and voted unanimously,

Steven Cronin was elected Chairman and Nancy Cronin was elected Secretary of the Caucus.

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

<u>Position</u>	<u>Nominee</u>	<u>Vote</u>
MODERATOR one position for one year	Robert Eubank	unanimous
SELECTMAN two positions for three years	Marie Sobalvarro Ronald Ricci	unanimous unanimous
CEMETERY COMMISSIONER one position for three years	John Spero	unanimous
COMMUNITY PRESERVATION COMMITTEE two positions for three years	Beth Williams	unanimous
CONSTABLE one position for three years	Kerry Curley	unanimous
HARVARD BOARD OF HEALTH MEMBER one position for three years	Tom Philippou	unanimous
LIBRARY TRUSTEE two positions for three years	Gail Coolidge Charles Redinger	unanimous unanimous
PARK AND RECREATION COMMISSIONER two positions for three years	Anne McWaters Wyona Lynch – McWhite Steven Victorson	unanimous unanimous unanimous

PARK AND RECREATION COMMISSIONER

one position for one year

Steven Gordon

unanimous

Position**Nominee****Vote****PLANNING BOARD**

two positions for three years

Erin McBee

unanimous

SCHOOL COMMITTEE MEMBER

two positions for three years

SusanMary Redinger
*Maureen R. Babcock

unanimous

unanimous

TREE WARDEN

one position for one year

Christian Bilodeau

unanimous

WARNER FREE LECTURE SOCIETY TRUSTEE

two positions for three years

Mary Maxwell
Lisa Foley

unanimous

unanimous

The meeting dissolved at 7:11 pm..

Debbie Ricci and Gail Conlin checked in forty-eight (48) voters out of 4094 registered voters (3911 active voters).

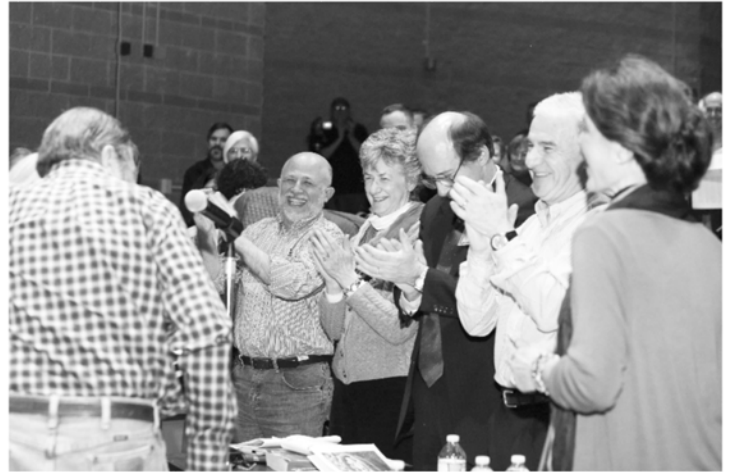
Respectfully submitted,

Nancy Cronin

Caucus Secretary

* Maureen Babcock did not accept the nomination

ANNUAL TOWN MEETING



ANNUAL TOWN MEETING

April 1, 2014

The meeting was called to order in the Bromfield Cronin Auditorium at 7:07 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 Vellante.

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

Timothy Bragan	Town Administrator
Joseph Connelly	Interim Superintendent of Schools
Edward Denmark	Police Chief
Timothy Deschamps	Executive Director Central Mass. Mosquito Control Project
Linda Dwight	HES Principal/Incoming Superintendent
Mark Lanza	Town Counsel
Lorraine Leonard	Finance Director
Richard Nota	Director of Public Works
William Scanlan	Planner
Harald Scheid	Regional Assessor
Richard Sicard	Fire Chief
Debbie Thompson	Director, Council on Aging

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 Marie Sobalvarro, 1 St. John Lane, 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 2013 Annual Town Report and hear the reports of any other Town committees or boards which have not included a report in said Town Report.

ARTICLE 2: CONSERVATION COMMISSION - REIMBURSE CPA CONSERVATION FUND

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to reimburse the CPA Conservation Fund a sum of money that was improperly charged to this account, or pass any vote or votes in relation thereto.

(Inserted by Conservation Commission)

On a motion by Alice vonLoesecke, 84 Warren Avenue, Finance Committee, and seconded,

Voted greater than 2/3 yes that the Town transfer from the Stabilization Fund \$2,573.23. to reimburse the Conservation Fund funded by the Community Preservation Fund.

ARTICLE 3: PAY BILLS OF PRIOR FISCAL YEARS

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to pay bills of Fiscal Year 2013, 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 transfer from the Stabilization Fund \$174.27. to pay the outstanding bill of Fiscal Year 2013 of the Department of Public Works.

ARTICLE 4: TRANSFER OF FUNDS TO STABILIZATION

To see if the Town will vote to transfer a sum of money from Fiscal Year 2013 Certified Free Cash to the Stabilization Fund, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Alice vonLoesecke, 84 Warren Avenue, Finance Committee, and seconded,

Voted unanimously yes that the Town transfer \$20,000. from Fiscal Year 2013 Certified Free Cash to the Stabilization Fund.

ARTICLE 5: CAPITAL PLANNING AND INVESTMENT COMMITTEE – DEBT PAYMENT

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 Town Treasurer, with the approval of the Board of Selectmen, to fund the Capital Planning and Investment Committee's debt service for Fiscal Year 2015, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Capital Planning and Investment Committee)

On a motion by Alan Frazer, 157 Bolton Road, Capital Planning and Investment Committee, and seconded,

Voted unanimously yes that the Town appropriate \$156,053. to be expended by the Town Treasurer, with the approval of the Board of Selectmen, to fund the Capital Planning and Investment Committee's debt service for Fiscal Year 2015, with unexpended funds as of June 30, 2015 being returned to their funding source, and that said appropriation be provided by transferring \$156,053. from Fiscal Year 2013 Certified Free Cash.

ARTICLE 6: FISCAL YEAR 2013 CERTIFIED FREE CASH

To see if the Town will vote to transfer a sum of money from Fiscal Year 2013 Certified Free Cash to the Capital Stabilization and Investment Fund, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Alan Frazer, 157 Bolton Road, Finance Committee, and seconded,

Voted unanimously yes that the Town transfer \$612,564, from Fiscal Year 2013 Certified Free Cash to the Capital Stabilization and Investment Fund.

ARTICLE 7: OMNIBUS BUDGET

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, such sums of money as may be necessary to defray expenses for Fiscal Year 2015, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Alice vonLoesecke, 84 Warren Avenue, Finance Committee, and seconded,

Voted unanimously yes that the Town appropriate of \$ 22,154,538. to defray the expenses of the Town for Fiscal Year 2015 as printed in the Finance Committee Report on pages 25 through 31, and that said appropriation be provided by raising \$21,952,080. by taxation and transferring \$11,748. from Wetlands Fees; and appropriate \$190,710. to defray the expenses of the Harvard Wastewater Management District Commission for Fiscal Year 2015, and that said appropriation be provided by revenues from the wastewater management system.

Town of Harvard FY15 Omnibus Budget

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Budget FY14	Request FY15
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GENERAL GOVERNMENT

Selectmen

1	Personnel	147,154	157,165	165,534	172,452	180,142	
2	Town Audit	12,000	12,000	15,000	15,000	18,000	
	Expenses	8,894	13,366	11,500	11,500	11,500	
	Copy Machine	2,422	2,330	3,500	3,500	3,500	
	Postage	16,561	15,504	17,000	17,000	17,000	
	Court Judgements	105,000					
3	Total Expenses	132,877	31,200	32,000	32,000	32,000	
	Total Selectmen	292,031	200,365	212,534	219,452	230,142	4.87%

Finance Committee

4	Expenses	173	173	200	200	200	0.00%
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Finance Department

	Personnel	284,558	268,929	293,350	310,683	322,745	
	Certification Compensation	1,000	1,000	2,000	2,000	2,000	
5	Total Personnel	285,558	269,929	295,350	312,683	324,745	
	Technology Services & Support	25,784	30,489	33,000	36,000	37,000	
	Expenses	83,812	84,016	90,300	93,400	95,450	
6	Total Expenses	109,596	114,505	123,300	129,400	132,450	
7	Technology	14,990	9,903	15,000	15,000	15,000	
	Total Finance Department	410,144	394,336	433,650	457,083	472,195	3.31%

Legal

	Town Counsel Fees & Expenses	14,202	30,047	33,000	33,000	33,000	
	Other Legal Fees & Expenses	13,890	10,296	18,000	18,000	18,000	
8	Total Legal	28,092	40,343	51,000	51,000	51,000	0.00%

Personnel Board

9	Expenses	-	-	100	100	100	0.00%
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Town Clerk

	Personnel	64,164	64,812	66,108	67,430	68,779	
	Certification Compensation	1,000	1,000	1,000	1,000	1,000	
10	Total Personnel	65,164	65,812	67,108	68,430	69,779	
	Expenses	1,970	1,615	2,550	2,600	2,825	
	Publications Reprinting/Codification	4,555	4,433	4,800	4,900	5,400	
11	Total Expenses	6,525	6,049	7,350	7,500	8,225	
	Total Town Clerk	71,689	71,860	74,458	75,930	78,004	2.73%

Town of Harvard FY15 Omnibus Budget

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Budget FY14	Request FY15
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Elections & Registrars

	Registrars' Honoraria	500	500	500	500	500	
	Election Officers (Police)	-	-	-	-	-	
	Expenses	6,438	5,090	8,400	5,000	9,000	
	Census	490	294	650	650	800	
12	Total Elections & Registrars	7,428	5,885	9,550	6,150	10,300	67.48%

Land Use Boards

13	Personnel	45,050	46,280	48,452	50,550	52,712	
	Conservation Expenses	751					
	ZBA Expenses	501					
	Planning Board Expenses	456					
	Office Supplies		5,655	1,000	1,000	1,000	
	Purchase Services		1,409	1,600	1,600	1,600	
	MRPC Assessment	1,460	1,534	1,541	1,579	1,579	
14	Total Expenses	3,168	8,597	4,141	4,179	4,179	
	Total Land Use Boards	48,218	54,877	52,593	54,729	56,891	3.95%

Personnel includes \$11,748 to be transferred from Wetlands Protection Fund.

Economic Development Committee

15	Expenses				500	500	0.00%
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Public Buildings

16	Personnel	23,236	23,979	24,998	25,507	26,017	
	Operating Expenses	29,234	42,747	32,000	42,020	42,020	
	Energy	126,577	114,629	130,500	123,500	123,500	
	Maintenance & Equipment	10,880	11,036	34,300	26,400	26,400	
	Waste Water Treatment Ops.	51,877	46,532	85,000	85,000	85,000	
17	Total Expenses	218,569	214,944	281,800	276,920	276,920	
	Total Public Buildings	241,805	238,923	306,798	302,427	302,937	0.17%

Annual Town Reports

18	Expenses	3,858	3,690	4,000	4,000	6,000	50.00%
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TOTAL GENERAL GOVT.	1,103,438	1,010,453	1,144,883	1,171,571	1,208,268	3.13%
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Town of Harvard FY15 Omnibus Budget

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Budget FY14	Request FY15
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PUBLIC SAFETY

Police Department

19	Personnel	762,975	765,097	801,451	809,610	826,295	
	Public Safety Building	40,350	46,702	32,800	32,800	37,800	
	Cruiser Maintenance	10,922	9,824	10,000	10,000	10,000	
	Supplies & Expenses	27,965	32,910	49,035	50,050	50,050	
20	Total Expenses	79,237	89,437	91,835	92,850	97,850	
	Total Police Department	842,212	854,534	893,286	902,460	924,145	2.40%

Communications Department

	Personnel	184,971	191,240	190,518	210,377		
	Expenses	18,700	18,700	18,887	18,887	187,293	
21	Communications Department	203,671	209,940	209,405	229,264	187,293	-18.31%

Fire Department

22	Personnel	215,970	178,193	168,930	200,670	199,307	
	Expenses	32,915	31,251	44,000	44,000	44,000	
	Radio Replacement & Repair	1,156	3,250	2,250	2,250	2,250	
	Protective Equipment	1,377	999	9,000	9,000	9,000	
23	Total Expenses	35,448	35,500	55,250	55,250	55,250	
	Total Fire Department	251,418	213,693	224,180	255,920	254,557	-0.53%

Ambulance

	Expenses	-	-	-	-	130,500	
	Training	-	-	-	-	27,000	
24	Total Ambulance	-	-	-	-	157,500	

Building & Zoning Inspector

25	Fees & Expenses	90,177	49,181	50,000	50,000	50,000	0.00%
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Gas Inspector

26	Fees & Expenses	2,565	5,902	4,000	4,000	4,000	0.00%
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Plumbing Inspector

27	Fees & Expenses	7,163	8,234	7,000	7,000	7,000	0.00%
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Wiring Inspector

28	Fees & Expenses	12,950	14,784	9,000	9,000	9,000	0.00%
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Animal Control

	Personnel	16,500	16,500	16,500	16,500	16,500	
	Expenses	-	300	750	750	750	
29	Total Animal Control	16,500	16,800	17,250	17,250	17,250	0.00%

Tree Warden

30	Expenses	13,783	13,290	14,000	14,000	14,000	0.00%
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TOTAL PUBLIC SAFETY		1,440,439	1,386,359	1,428,121	1,488,894	1,624,745	9.12%
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Town of Harvard FY15 Omnibus Budget

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Budget FY14	Request FY15
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SCHOOLS

Local Schools

	<u>Administration</u>						
	Salaries/Benefits	379,922	375,386	371,297	386,333	375,419	
	Transportation	304,362	309,960	313,380	256,800	252,660	
	Other Expenses	116,097	112,829	33,120	97,858	140,545	
	Total Administration	800,381	798,175	717,797	740,991	768,624	
	<u>Maintenance</u>						
	Salaries	439,737	437,507	434,516	436,545	444,260	
	Utilities	370,086	321,311	344,340	272,000	276,000	
	Other Expenses	399,498	210,401	123,308	201,968	212,428	
	Total Maintenance	1,209,321	969,219	902,164	910,513	932,688	
	<u>Harvard Elementary School</u>						
	Salaries	2,480,384	2,688,282	2,316,240	2,476,299	2,452,747	
	Expenses	67,315	103,162	92,367	96,008	113,095	
	Total Elementary	2,547,699	2,791,444	2,408,607	2,572,307	2,565,842	
	<u>The Bromfield School</u>						
	Salaries	4,116,265	4,184,113	3,605,174	3,673,320	3,816,483	
	Expenses	111,203	118,097	136,326	136,852	199,555	
	Total Bromfield	4,227,468	4,302,210	3,741,500	3,810,172	4,016,038	
	<u>Pupil Personnel Services (SPED)</u>						
	Salaries	1,854,335	1,854,482	1,863,935	2,048,110	2,023,611	
	Other Expenses	39,797	69,050	63,719	69,094	69,665	
	Collaborative Services	380,516	544,843	141,648	243,948	759,204	
	Transportation	322,398	311,060	332,861	365,278	304,695	
	Tuition	1,279,602	1,169,684	909,825	765,040	192,440	
	Pre-School Salaries	177,657	134,958	161,455	122,421	104,799	
	Pre-School Expenses	2,972	3,459	2,600	2,500	3,000	
	Total Pupil Personnel Services	4,057,277	4,087,536	3,476,043	3,616,391	3,457,414	
	<u>Technology</u>						
	Salaries	112,687	124,062	130,111	129,211	131,605	
	Expenses	76,553	138,540	109,108	114,903	147,414	
	Total Technology	189,240	262,602	239,219	244,114	279,019	
	Subsidies from Other Funds	(1,838,759)	(1,859,076)	incl. above	incl. above	incl. above	
31	Total Local Schools	11,192,627	11,352,110	11,485,330	11,894,488	12,019,625	1.05%

32	Montachusett Regional Voc.	87,382	78,202	76,807	75,069	99,893	33.07%
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TOTAL SCHOOLS	11,280,009	11,430,312	11,562,137	11,969,557	12,119,518	1.25%
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PHYSICAL ENVIRONMENT

Dept. of Public Works

33	Personnel	598,690	632,814	643,642	685,417	694,026	
	Maintenance & Equipment	182,206	123,052	145,500	149,250	149,400	
	Fuel	73,577	79,649	65,000	67,750	71,200	
	Improvements & Construction	34,337	32,644	50,000	50,250	51,500	
	Snow & Ice Removal	117,865	135,992	96,000	96,000	96,000	
	Telephone & Electricity	10,014	9,302	10,500	11,000	11,000	
34	Total Expenses	417,999	380,639	367,000	374,250	379,100	
	Total Dept. of Public Works	1,016,689	1,013,452	1,010,642	1,059,667	1,073,126	1.27%

Town of Harvard FY15 Omnibus Budget

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Budget FY14	Request FY15
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Solid Waste Transfer

	Transfer Station Expenses	146,890	147,959	178,500	176,500	169,100	
	Hazardous Waste Disposal *	8,000	3,907	3,500	3,907	3,907	
35	Total Solid Waste Transfer	154,890	151,866	182,000	180,407	173,007	-4.10%

Street Lights & Traffic Signal

36	Expenses	5,425	6,155	5,700	6,500	6,500	0.00%
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Water Department

37	Expenses	16,951	15,786	17,500	17,500	17,850	2.00%
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Pond Committee

38	Expenses	33,500	33,500	33,500	29,000	29,500	1.72%
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Cemeteries

39	Expenses	2,874	2,220	2,500	2,500	2,500	0.00%
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TOTAL PHYSICAL ENVIRONMEN	1,230,328	1,222,979	1,251,842	1,295,574	1,302,483	0.53%
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HUMAN SERVICES

Board of Health

40	Personnel	5,114	3,057	7,977	8,240	10,607	
	Expenses	472	1,024	600	1,000	1,150	
	Nashoba Assoc. Boards of H	19,110	19,110	21,231	21,231	21,231	
	Concord Family Services	-	-	-	-	-	
	Minuteman Home Center	763	1,018	1,018	1,018	1,018	
41	Total Expenses	20,345	21,152	22,849	23,249	23,399	
	Total Board of Health	25,459	24,209	30,826	31,489	34,006	7.99%

Council on Aging

42	Personnel	69,428	68,879	76,603	100,516	86,937	
43	MART Personnel	21,000	21,055	23,563	24,876	27,152	
44	Expenses	1,024	1,710	1,975	1,995	1,995	
45	MART Van Expenses	522	98	1,000	1,000	1,000	
	Total Expenses	1,546	1,808	2,975	2,995	2,995	
	Total Council on Aging	91,974	91,742	103,141	128,387	117,085	-8.80%

Veterans' Services

	Personnel	-	-	1,000	1,000	5,000	
	Expenses	1,072	1,126	1,500	1,500	1,500	
	Benefits	7,636	9,287	12,000	12,000	12,000	
	Total Expenses	8,708	10,413	13,500	13,500	13,500	
46	Total Veterans' Services	8,708	10,413	14,500	14,500	18,500	27.59%

TOTAL HUMAN SERVICES	126,141	126,364	148,467	174,376	169,591	-2.74%
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Town of Harvard FY15 Omnibus Budget

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Budget FY14	Request FY15
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CULTURE AND RECREATION

Library

47	Personnel	355,815	365,710	374,237	387,381	399,340	
48	Expenses	140,977	145,808	144,394	147,716	148,013	
	Total Library	496,792	511,518	518,631	535,097	547,353	2.29%

Parks & Recreation

49	Commons & Schools/Ground	17,499	15,590	21,650	21,650	21,650	
50	Beach Expense	6,111	13,023	13,295	13,295	15,289	
51	Beach Personnel - Director	7,853	1,477	8,174	8,880	9,058	
	Groundskeeping Personnel	28,157	28,157	28,157	-	-	
	Total Parks & Recreation	59,620	58,247	71,276	43,825	45,997	4.96%

Historical Commission

52	Expenses	-	94	100	100	100	0.00%
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Agricultural Commission

53	Expenses			500	500	500	0.00%
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TOTAL CULTURE AND RECREATION	556,412	569,859	590,507	579,522	593,950	2.49%
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RECURRING CAPITAL EXPENDITURES

54	Police Cruiser	27,000	29,000	29,000	29,000	29,000	
55	Public Works Equipment	65,701	63,830	70,000	70,000	70,000	
	TOTAL RECURRING CAPITAL EXP.	92,701	92,830	99,000	99,000	99,000	0.00%

INSURANCE AND FRINGES

Property/Liability

56	Insurance	134,920	136,916	145,000	146,450	146,450	0.00%
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Employee Benefits

	Worcester Regional Retirement	533,494	558,414	611,547	639,167	678,200	
	Workers' Compensation Insurance	72,158	71,984	73,000	73,000	85,000	
	Unemployment Insurance	64,821	66,365	60,000	60,000	60,000	
	Medicare	170,452	173,801	174,000	176,000	181,000	
	Health Insurance	1,944,615	2,179,602	2,360,625	2,360,625	2,201,663	
	Life Insurance	5,024	5,402	6,000	6,000	10,000	
	Deferred Compensation	10,309	9,199	20,000	15,000	12,000	
	Disability Insurance	22,384	28,026	23,000	28,000	28,000	
	Benefits Administration	998	1,610	3,500	2,500	2,500	
	OPEB Trust Funding (\$250,000 in FY14)					425,000	
57	Total Employee Benefits	2,824,255	3,094,405	3,331,672	3,360,292	3,683,363	9.61%

TOTAL INSURANCE & FRINGES	2,959,175	3,231,321	3,476,672	3,506,742	3,829,813	9.21%
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TOTAL OPERATING BEFORE DEBT	18,788,642	19,070,477	19,701,629	20,285,236	20,947,368	3.26%
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Town of Harvard FY15 Omnibus Budget

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Budget FY14	Request FY15	
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NON-EXCLUDED DEBT

Debt Expense

58	Borrowing Cost	1,500	1,500	1,700	6,500	5,000	-23.08%
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BAN Interest

59	BAN Interest	-	-	-	-	6,000	100.00%
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TOTAL NON-EXCLUDED DEBT		1,500	1,500	1,700	6,500	11,000	69.23%
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TOTAL OPERATING AFTER NON-EXCLUDED DEBT		18,790,142	19,071,977	19,703,329	20,291,736	20,958,368	3.29%
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EXCLUDED DEBT

Permanent Debt

	Public Safety Building (2000)	135,000	135,000	135,000	145,000	140,000	
	Public Safety Building (2000)	72,533	65,745	58,995	20,775	17,925	
	Public Safety Bld Land (2000)	40,000	-	-	-	-	
	Public Safety Bld Land (2000)	975	-	-	-	-	
	Public Safety Bld Plan (2000)	10,000	-	-	-	-	
	Public Safety Bld Plan (2000)	122	-	-	-	-	
	Vesenska Land (2000) Princip	20,000	-	-	-	-	
	Vesenska Land (2000) Interest	488	-	-	-	-	
	Bromfield School (2004) Prin	315,000	315,000	315,000	350,000	350,000	
	Bromfield School (2004) Inter	171,263	159,845	148,479	87,608	75,406	
	Library (2004) Principal	135,000	135,000	135,000	150,000	150,000	
	Library (2004) Interest	72,677	67,785	62,891	36,943	31,716	
	School Roof (2006) Principal	125,000	125,000	125,000	125,000	125,000	
	School Roof (2006) Interest	34,063	28,438	23,125	16,725	11,677	
	Sewer Project (net of Betterments) Prin.				50,180	43,048	
	Sewer Project (net of Betterments) Int.				21,868	19,988	
	Interest Credit due to Refinancing of Debt				(40,012)		
60	Total Payments	1,132,121	1,031,813	1,003,490	964,087	964,760	0.07%

Temporary Debt

	Exempt BAN			4,000	23,700	40,700	
61				4,000	23,700	40,700	71.73%

TOTAL EXCLUDED DEBT		1,132,121	1,031,813	1,007,490	987,787	1,005,460	1.79%
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GRAND TOTAL OMNIBUS BUDGET		19,922,263	20,103,790	20,710,819	21,279,523	21,963,828	3.22%
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ENTERPRISE FUND:

Sewer Department

	Operating Expenses	NA	NA	100,000	150,000	100,000	
	Debt Service				<i>incl. above</i>	90,710	
	Total Expenses	-	-	100,000	150,000	190,710	
81	Total Sewer Enterprise	-	-	100,000	150,000	190,710	27.14%

All funds for sewer operations to be funded by rates and fees.

Sewer Debt funded by exempt debt and betterments.

ARTICLE 8: RESERVE FUND – FISCAL YEAR 2015

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 Fiscal Year 2015, 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 unanimously yes that the Town appropriate \$350,000. for the Reserve Fund of the Town for unforeseen and extraordinary expenses for Fiscal Year 2015 and that said appropriation be provided by raising \$350,000. by taxation.

ARTICLE 9: GASB 45 OPEB ACTUARIAL VALUATION

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 conduct the required bi-annual GASB 45, Other Post Employment Benefits (OPEB), actuarial valuation, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Leo Blair, 188 Prospect Hill Road, Board of Selectmen, and seconded,

Voted unanimously yes that the Town appropriate and raise by taxation \$10,000. to be expended by the Finance Director, with the approval of the Board of Selectmen, to conduct the required bi-annual GASB 45, Other Post Employment Benefits (OPEB), actuarial valuation, with unexpended funds as of June 30, 2015 being returned to their funding source.

ARTICLE 10: BOARD OF SELECTMEN – HUMAN RESOURCE/ASSISTANT TOWN ADMINISTRATOR

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 create a Human Resource/Assistant Town Administrator position, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Stuart Sklar, 39 Scott Road, Board of Selectmen, and seconded,

Voted majority yes that the Town appropriate and raise by taxation \$44,165. to be expended by the Board of Selectmen to create a Human Resource/Assistant Town Administrator position.

ARTICLE 11: BOARD OF SELECTMEN – ELECTRONICALLY CONVERT FILE DOCUMENTS

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 Town Administrator, with the approval of the Board of Selectmen, to begin the process of taking paper file documents and converting them to a readable, digital format, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

The following motion was made by Leo Blair, 188 Prospect Hill Road, Board of Selectmen, and seconded,

I move that that the Town appropriate and raise by taxation \$20,000. to be expended by the Town Administrator, with the approval of the Board of Selectmen, to begin the process of taking paper file documents and converting them to a readable, digital format, with unexpended funds as of June 30, 2015 being returned to their funding source.

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

Voted majority yes that the Town appropriate and raise by taxation \$20,000. to be expended by the Town Administrator, with the approval of the Board of Selectmen, to begin the process of taking paper file documents and converting them to a readable, digital format, with unexpended funds as of June 30, 2015 being returned to their funding source.

ARTICLE 12: WATER COMMISSION –REPLACE 500 FT. OF WATER PIPE ON POND RD.

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 DPW Director, with the approval of the Water Commissioners, to replace approximately 500 feet of water pipe on Pond Road, from the Pond Road Parking area to the water pumping station, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by DPW and Water Commission)

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 \$9,500. to be expended by the DPW Director, with the approval of the Water Commissioners, to replace approximately 500 feet of water pipe on Pond Road, from the Pond Road Parking area to the water pumping station, with unexpended funds as of June 30, 2015 being returned to their funding source.

ARTICLE 13: WATER COMMISSION – WATERPROOF EXTERIOR OF BOLTON ROAD WATER TANK

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 DPW Director, with the approval of the Water Commissioners, to waterproof the exterior of the Bolton Road water tank, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by DPW and Water Commission)

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

Voted unanimously yes that the Town appropriate and raise by taxation \$8,700. to be expended by the DPW Director, with the approval of the Water Commissioners, to waterproof the exterior of the Bolton Road water tank, with unexpended funds as of June 30, 2015 being returned to their funding source.

ARTICLE 14: DPW – PREPARE AND ELECTROSTATICALLY PAINT FUEL TANK

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 DPW Director, with the approval of the Board of Selectmen, to prepare and electrostatically paint the fuel tank located at the DPW, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by DPW)

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

Voted unanimously yes that the Town appropriate and raise by taxation \$8,750. to be expended by the DPW Director, with the approval of the Board of Selectmen, to prepare and electrostatically paint the fuel tank located at the DPW, with unexpended funds as of June 30, 2015 being returned to their funding source.

ARTICLE 15: DPW – SEASONAL MOWING

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 DPW Director, with the approval of the Board of Selectmen, to hire someone on a part-time basis to do seasonal mowing, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by DPW)

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

Voted unanimously yes that the Town appropriate and raise by taxation \$15,000. to be expended by the DPW Director, with the approval of the Board of Selectmen, to hire someone on a part-time basis to do seasonal mowing, with unexpended funds as of June 30, 2015 being returned to their funding source.

ARTICLE 16: TOWN CLERK - PRESERVATION OF HISTORIC TOWN DOCUMENTS

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 Town Clerk, for restoration and preservation of historic Town documents, with unexpended funds as of June 30, 2015 being returned to their funding source, 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 majority yes that the Town appropriate and raise by taxation \$10,000. to be expended by the Town Clerk for restoration and preservation of historic Town documents, with unexpended funds as of June 30, 2015 being returned to their funding source.

ARTICLE 17: PLANNING BOARD – TOWN PLANNER

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to continue the position of Town Planner in Fiscal Year 2015, as an independent contractor, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Planning Board)

On a motion by Jim Breslauer, 130 Poor Farm Road, Planning Board, and seconded,

Voted unanimously yes that the Town appropriate and raise by taxation \$60,000. to continue the position of Town Planner in Fiscal Year 2015, as an independent contractor, with unexpended funds as of June 30, 2015 being returned to their funding source.

Procedural Motion:

On a motion by SusanMary Redinger, 121 Ayer Road, School Committee, and seconded,

Voted majority yes that the Town (1) consider and act on Articles 20 through 23 and 25 of the Warrant for the 2014 Annual Town Meeting before consideration and action on Articles 19 of said Warrant; and (2) consider and act on Articles 18, 20 through 23 and 25 of said Warrant pursuant to a single motion.

ARTICLES 18, 20, 21, 22, 23 AND 25

On a motion by SusanMary Redinger, 121 Ayer Road, School Committee, and seconded,

Voted majority yes that the Town take no action on Articles 18, 20 through 23 and 25.

ARTICLE 18: THE BROMFIELD SCHOOL – SAND & PAINT EXPOSED STEEL

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 School Department, with the approval of the School Committee, to sand and paint the exposed steel at the Bromfield School, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by School Department)

(See procedural motion after Article 17.)

ARTICLE 19: CAPITAL PLANNING AND INVESTMENT COMMITTEE – AMEND CHAPTER 17 OF THE CODE OF HARVARD

To see if the Town will vote to amend the Code of the Town of Harvard, Chapter 17, Capital Planning and Investment Committee; Capital Stabilization and Investment Fund, section 17-2. Duties, paragraph A by making the following changes:

[key to revisions: underlining = additions; ~~striketrough~~= deletions]

- A. The Committee shall consider matters relating to appropriations from the Capital Stabilization and Investment Fund, and shall make recommendations to the Town or any board, committee or official thereof, and establish policies relative to the funding of capital projects of the Town and set priorities and schedules for such capital projects. The Committee shall study proposed capital outlays involving the acquisition of land or an expenditure of ~~\$10,000~~ \$20,000 or greater and/or having a useful life of at least ~~three~~ five years. All officers, boards, and committees, including the Board of Selectmen and the School Committee, shall by September 30th each year give to such Board, on forms prepared by it, information concerning all anticipated capital projects needing Town Meeting action during the ensuing five years. The Committee shall consider the relative need, timing, and cost of these expenditures and the effect each will have on the financial position of the Town.

Or pass any vote or votes in relation thereto.

(Inserted by Capital Planning and Investment Committee)

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

Voted unanimously yes that the Town amend the Code of the Town of Harvard, Chapter 17, Capital Planning and Investment Committee; Capital Stabilization and Investment Fund, Section 17-2. Duties, Paragraph A , Second Sentence by increasing the dollar amount and useful life of proposed capital outlays which the Capital Planning and Investment Committee must study from \$10,000. to \$20,000. and three years to five years, respectively.

Approved by the Attorney General on June 10, 2014 and effective on posting date of June 16, 2014.

ARTICLE 20: HILDRETH ELEMENTARY SCHOOL – RESURFACE FRONT ROADWAY AND PARKING LOT

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 School Department, with the approval of the School Committee, to resurface the front roadway and parking lot at the Hildreth Elementary School, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by School Department and Capital Planning and Investment Committee)

(See procedural motion after Article 17.)

ARTICLE 21: HILDRETH ELEMENTARY SCHOOL – BUILDING ASSESSMENT OF THE K-WING

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 School Department, with the approval of the School Committee, to conduct a building assessment of the Kindergarten Wing at Hildreth Elementary School, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by School Department and Capital Planning and Investment Committee)

(See procedural motion after Article 17.)

ARTICLE 22: THE BROMFIELD SCHOOL – REPAIR AND REPLACE HEAT RECOVERY UNITS AND BATHROOM EXHAUST SYSTEMS

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 School Department, with the approval of the School Committee, to repair and replace heat recovery units and bathroom exhaust systems at The Bromfield School, with any unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

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

(See procedural motion after Article 17.)

ARTICLE 23: THE BROMFIELD SCHOOL – ADD ENTIRE BUILDING TO EMERGENCY GENERATOR

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 School Department, with the approval of the School Committee, to connect the remaining portions of the building to the emergency generator at The Bromfield School, with any unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

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

(See procedural motion after Article 17.)

ARTICLE 24: HARVARD CABLE TELEVISION/THE BROMFIELD SCHOOL - AIR-CONDITIONING

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 School Department, with the approval of the School Committee, to provide for air-conditioning in the new Harvard Cable Television Studio located at The Bromfield School, with unexpended funds as of June 30, 2015 being returned to their funding source or pass any vote or votes in relation thereto.

(Inserted by School Committee, Harvard Cable Committee and Capital Planning and Investment Committee)

The following motion was made by Alan Frazer, 157 Bolton Road, Capital Planning and Investment Committee, and seconded,

I move that the Town appropriate \$19,850. to be expended by the Community Cable Access Committee, to provide for air-conditioning in the new Harvard Cable Television Studio located at The Bromfield School, with unexpended funds as of June 30, 2015 being returned to their funding source and that said appropriation be provided by transferring \$19,850. from funds currently in the Capital Stabilization and Investment Fund.

A motion made by Leo Blair, 188 Prospect Hill Road, to move the question was seconded and voted greater than 2/3 yes.

Voted greater than 2/3 yes that the Town appropriate \$19,850. to be expended by the Community Cable Access Committee, to provide for air-conditioning in the new Harvard Cable Television Studio located at The Bromfield School, with unexpended funds as of June 30, 2015 being returned to their funding source and that said appropriation be provided by transferring \$19,850. from funds currently in the Capital Stabilization and Investment Fund.

ARTICLE 25: THE BROMFIELD SCHOOL – REPLACE SPALLING CONCRETE IN FRONT ENTRANCE AND WALKWAYS

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 School Department, with the approval of the School Committee, to replace spalling concrete in the front entrance and walkways located at The Bromfield School, contingent upon the approval of a Proposition 2½ capital outlay expenditure exclusion under Massachusetts General Laws Chapter 59, § 21C(i½) ballot question at the April 2014 Annual Town Election, with any unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

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

(See procedural motion after Article 17.)

ARTICLE 26: DPW – PURCHASE NEW FRONT END LOADER

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 DPW Director, with the approval of the Board of Selectmen, to purchase a new front end loader, contingent upon the approval of a Proposition 2½ capital outlay expenditure exclusion under Massachusetts General Laws Chapter 59, § 21C(i½) ballot question at the April 2014 Annual Town Election, with any unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto. (Inserted by DPW and Capital Planning and Investment Committee)

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

Voted majority yes that the Town appropriate and raise by taxation, \$160,000. to be expended by the DPW Director, with the approval of the Board of Selectmen, to purchase a new front end loader, contingent upon the approval of a Proposition 2½ capital outlay expenditure exclusion under Massachusetts General Laws Chapter 59, § 21C(i½) ballot question at the April 8, 2014 Annual Town Election, with any unexpended funds as of June 30, 2015 being returned to their funding source.

ARTICLE 27: DPW – PURCHASE NEW LIGHT DUTY ONE TON DUMP 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 DPW Director, with the approval of the Board of Selectmen, to purchase a new light duty one ton dump truck, with any unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto. (Inserted by DPW and Capital Planning and Investment Committee)

On a motion by David Kassell, 112 West Bare Hill Road, Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3rds yes that the Town appropriate \$70,000. to be expended by the DPW Director, with the approval of the Board of Selectmen, to purchase a new light duty one ton dump truck, with any unexpended funds as of June 30, 2015 being returned to their funding source and that said appropriation be provided by transferring \$70,000. from the Capital Stabilization and Investment Fund.

ARTICLE 28: PARK AND RECREATION – BEACH PARKING EXPANSION

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 Park and Recreation Commission, to expand the parking at the Town Beach at Bare Hill Pond, with any unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto. (Inserted by Park and Recreation Commission and Capital Planning and Investment Committee)

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

Voted less than 2/3rds yes [DOES NOT PASS] that the Town appropriate \$30,000. to be expended by the Park and Recreation Commission, to expand the parking at the Town Beach at Bare Hill Pond, with any unexpended funds as of June 30, 2015 being returned to their funding source and that said appropriation be provided by transferring \$30,000. from funds currently in the Capital Stabilization and Investment Fund.

ARTICLE 29: 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 2015 Community Preservation Budget, or pass any vote or votes in relation thereto.

(Inserted by Community Preservation Committee)

On a motion by Debbie Ricci, 19 Bare Hill 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 2015 Community Preservation Budget.

ARTICLE 30: COMMUNITY PRESERVATION FUNDS – TRANSFERS

To see if the Town will vote to transfer the sum of \$4,300 from Community Preservation Fund unspecified reserves to Community Preservation Fund Affordable Housing Reserves and to transfer the sum of \$8,000 from Community Preservation Fund unspecified reserves to Community Preservation Fund Historic Reserves, or pass any vote or votes in relation thereto.

(Inserted by Community Preservation Committee)

On a motion by Debbie Ricci, 19 Bare Hill Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town transfer \$4,300. from Community Preservation Fund unspecified reserves to Community Preservation Fund Community Housing Reserves and to transfer the sum of \$8,000 from Community Preservation Fund unspecified reserves to Community Preservation Fund Historic Resources Reserves.

ARTICLE 31: HARVARD MUNICIPAL AFFORDABLE HOUSING TRUST FUND

To see if the Town will vote to appropriate and transfer \$100,000 from Fiscal 2015 Community Preservation Revenues, \$4,300 from Community Preservation Fund Housing Reserves and \$45,700 from Community Preservation Fund unspecified reserves, for a total of \$150,000, 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 Leo Blair, 188 Prospect Hill Road, Community Preservation Committee, and seconded,

Voted majority yes that the Town appropriate and transfer \$100,000. from Fiscal Year 2015 Community Preservation Revenues, \$4,300 from Community Preservation Fund Community Housing Reserves, and \$45,700. from Community Preservation Fund unspecified reserves, for a total of \$150,000. to be placed in the Harvard Municipal Affordable Housing Trust Fund.

ARTICLE 32: CONSERVATION COMMISSION – CONSERVATION FUND

To see if the Town will vote to appropriate and transfer from Fiscal 2015 Community Preservation Revenues the sum of \$40,000 and from Community Preservation Fund unspecified reserves the sum of \$60,000, for a total of \$100,000, to be placed in the Conservation Fund, to be expended by the Conservation Commission for the purpose of purchasing land and/or interest in land for open space purposed, or pass any vote or votes in relation thereto.
(Inserted by Conservation Commission and Community Preservation Committee)

On a motion by Beth Williams, 3 Granite View Lane, Community Preservation Committee, and seconded,

Voted majority yes that the Town appropriate and transfer \$40,000 from Fiscal Year 2015 Community Preservation Revenues and \$60,000. from Community Preservation Fund unspecified reserves, for a total of \$100,000 to be placed in the Conservation Fund.

ARTICLE 33: COUNCIL ON AGING – REPLACE WINDOWS AT THE HILDRETH HOUSE

To see if the Town will vote to appropriate and transfer from Fiscal 2015 Community Preservation Funds the sum of \$66,600 to be expended by the Hildreth House Improvement Committee for the replacement of windows at the Hildreth House, with unexpended funds as of June 30, 2016 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Hildreth House Improvement Committee and Community Preservation Committee)

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

Voted majority yes that the Town appropriate and transfer from Fiscal Year 2015 Community Preservation Revenues \$66,600 to be expended by the Hildreth House Improvement Committee for the replacement of windows at the Hildreth House, with unexpended funds as of June 30, 2016 being returned to their funding source.

ARTICLE 34: PARK AND RECREATION – RESURFACING (RESTORATION OF) MCCURDY TRACK

To see if the Town will vote to appropriate and transfer from Community Preservation Fund unspecified reserves the sum of \$120,000 to be expended by the Harvard Park and Recreation Commission for resurfacing of the McCurdy Track at Harvard Park with unexpended funds as of June 30, 2016 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Community Preservation Committee)

On a motion by Leo Blair, 188 Prospect Hill Road, Community Preservation Committee, and seconded,

Voted majority yes that the Town appropriate and transfer from Fiscal Year 2015 Community Preservation Fund unspecified reserves \$120,000 to be expended by the Harvard Park and Recreation Commission for resurfacing of the McCurdy Track at Harvard Park with unexpended funds as of June 30, 2016 being returned to their funding source.

ARTICLE 35: HISTORICAL COMMISSION – SHAKER CEMETERY PERIMETER TREE REMOVAL

To see if the Town will vote to appropriate and transfer from Community Preservation Fund Historic Reserves \$17,000 to be expended by the Historical Commission for the removal of trees around the perimeter of the Shaker Cemetery, with unexpended funds as of June 30, 2016 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Historical Commission and Community Preservation Committee)

On a motion by John Martin, 5 Fairbank Street, Historical Commission and Community Preservation Committee, and seconded,

Voted majority yes that the Town appropriate and transfer from Community Preservation Fund Historic Reserves \$17,000 to be expended by the Historical Commission for the removal of trees around the perimeter of the Shaker Cemetery, with unexpended funds as of June 30, 2016 being returned to their funding source.

ARTICLE 36: COMMUNITY PRESERVATION COMMITTEE – ADMINISTRATIVE EXPENSES

To see if the Town will vote to appropriate and transfer from Community Preservation Fund Unallocated Reserves the sum of \$2,500 to be expended by the Harvard Community Preservation Committee for administrative expenses, including Community Preservation Coalition dues and necessary legal fees, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Community Preservation Committee)

On a motion by Didi Chadran, 206 Stow Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town appropriate and transfer from Community Preservation Fund Unallocated Reserves \$2,500. to be expended by the Harvard Community Preservation Committee for administrative expenses, including Community Preservation Coalition dues and necessary legal fees, with unexpended funds as of June 30, 2015 being returned to their funding source.

ARTICLE 37: COUNCIL ON AGING - HILDRETH HOUSE PARKING REPAIRS

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 Board of Selectmen to repair the existing parking area at the Hildreth House for safety purposes, with any unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by the Harvard Council on Aging)

On a motion by Bruce Dolimount, 165 West Bare Hill Road, Council on Aging, and seconded,

Voted majority yes that the Town take no action on this article.

Procedural Motion:

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

Voted majority yes that the Town consider and act on Articles 49 through 53 of the Warrant for the 2014 Annual Town Meeting, sequentially, before consideration and action on Article 38 of said Warrant.

ARTICLE 49: REVOLVING FUNDS

To see if the Town will vote to:

- 1) continue the Revolving Fund 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 \$35,000 in Fiscal Year 2015, and
- 2) continue the Revolving Fund 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 2015, and
- 3) continue the Revolving Fund 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 \$150,000 in Fiscal Year 2015, and
- 4) continue the Revolving Fund Account, as allowed by Massachusetts General Laws Chapter 44, Section 53 E ½, to be used to fund the activities of the Fire Department's S.A.F.E. Program with the revenue or expenditures of this account not to exceed \$15,000 in Fiscal Year 2015,
or pass any vote or votes in relation thereto.
(Inserted by Board of Selectmen)

The following motion was made by Stuart Sklar, 39 Scott Road, Board of Selectmen, and seconded,

I move that the Town continue the revolving fund accounts for purposes and with the expenditure and revenue limitations as printed on Page 57 of the Warrant and Finance Committee Report for the 2014 Annual Town Meeting.

Voted unanimously yes that the Town:

- 1) continue the Revolving Fund 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 \$35,000 in Fiscal Year 2015, and
- 2) continue the Revolving Fund 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 2015, and
- 3) continue the Revolving Fund 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 \$150,000 in Fiscal Year 2015, and
- 4) continue the Revolving Fund Account, as allowed by Massachusetts General Laws Chapter 44, Section 53 E ½, to be used to fund the activities of the Fire Department's S.A.F.E. Program with the revenue or expenditures of this account not to exceed \$15,000 in Fiscal Year 2015,

ARTICLE 50: FIRE DEPARTMENT – EXTEND SUNSET DATE

To see if the Town will vote to extend the sunset date on Article 12, Fire Department Fire Pond Evaluation and Engineering, of the April 2013 Annual Town Meeting from June 30, 2014 to June 30, 2015, or pass any vote or votes in relation thereto.
(Inserted by Fire Department)

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

Voted unanimously yes that the Town extend the sunset date on Article 12, Fire Department Fire Pond Evaluation and Engineering, of the Warrant for the April, 2013 Annual Town Meeting from June 30, 2014 to June 30, 2015.

ARTICLE 51: PLANNING BOARD – EXTEND SUNSET DATE

To see if the Town will vote to amend its vote under Article 28, Update of Master Plan, of the Warrant for the April 2012 Annual Town Meeting, by extending the sunset date from June 30, 2014 to June 30, 2015, or pass any vote or votes in relation thereto.
(Inserted by Planning Board)

On a motion by Joseph Hutchinson, 26 Westcott Road, Planning Board and Master Plan Steering

Committee, and seconded,

Voted majority yes that the Town extend the sunset date on Article 28, Update of Master Plan, of the Warrant for the April 2012 Annual Town Meeting, by extending the sunset date from June 30, 2014 to June 30, 2015.

ARTICLE 52: ACCEPTANCE OF GIFTS OF PROPERTY

To see if the Town will vote to accept gifts of land or interests in land for any municipal purpose, 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 take no action on this article.

ARTICLE 53: 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 Marie Sobalvarro, 1 St. John Lane, Board of Selectmen, and seconded,

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

When discussion of adjournment arose, Paul Green, 288 Old Littleton Road, made a motion which was seconded, to reconsider and to go to article 38 and to limit debate to a maximum of 10:00 pm. The motion was defeated.

A motion made by Patricia White, 162 East Bare Hill Road, and seconded, to adjourn to the next day at 7:00 pm in Cronin Auditorium, was voted majority yes.

April 2, 2014 - Second Session

The meeting was called to order in the Bromfield Cronin Auditorium at 7:02 p.m. by Moderator, Robert Eubank

A motion by Paul Green, 288 Old Littleton Road, to limit debate on article 38 to 7:35 pm was seconded, and voted 115 yes, 76 no [DOES NOT PASS - 2/3rds required]

ARTICLE 38: AMEND DOG BYLAWS

To see if the Town will vote to amend the Code of the Town of Harvard, Chapter 24, Dogs, by making the following revisions thereto, or pass any vote or votes in relation thereto:

[key to revisions: underlining = additions; ~~striketrough~~ = deletions]

Article I. Dog Owner Responsibility

[Adopted 3-31-1979 ATM by Art. 33]

§ 24-1. Definitions.

[Amended 12-3-2002 STM by Art. 10]

As used in this bylaw, unless the context otherwise indicates, the following terms shall have the meanings indicated:

DANGEROUS DOG

A dog that either: (i) without justification, attacks a person or domestic animal or fowl causing physical injury or death; or (ii) behaves in a manner that a reasonable person would believe poses an unjustified imminent threat of physical injury or death to a person or to a domestic or owned animal or fowl.

DOG OFFICER

The “animal control officer”, as defined in Massachusetts General Laws Chapter 140, 136A.

DOGS

All animals of canine species, both males and females.

KEEPER

A person, business, corporation, entity or society, other than the owner, having possession of a dog.

OWNER

Any person or persons, firm, association or corporation owning, keeping or harboring a dog as herein defined.

NUISANCE DOG

A dog that: (i) by excessive barking or other disturbance, is a source of annoyance to a sick person residing in the vicinity; or (ii) by excessive barking, causing damage or other interference, a reasonable person would find such behavior disruptive to one’s quiet and peaceful enjoyment; or (iii) has threatened or attacked livestock or fowl, a domestic animal or a person, but such threat or attack was not a grossly disproportionate reaction under all the circumstances.

§ 24-2. Responsibility of dog owner or keeper.

The owner or keeper shall prevent his dog from being a nuisance dog or a dangerous dog as

defined in § **24-1**.

§ 24-3. Impounding.

It shall be the duty of the Dog Officer to apprehend any dog found to be in a violation of § **24-2** of the bylaw and to impound such dog in a suitable place or to order the owner or keeper thereof to restrain said dog.

§ 24-4. Notice to owner and redemption.

The Dog Officer shall, in matters of impoundment, impoundment fees and redemption of impounded animals, carry out his/her duties in accordance with Sections 151 and 151A of Chapter **140**, and any amendments thereto, of the Massachusetts General Laws.

§ 24-5. Fines.

[Amended 3-30-1985 ATM by Art. 22]

A. Any owner or keeper found in violation of any provision of § **24-2** or any other provision of this bylaw shall be liable for fines as follows:

- (1) First offense: \$50.00
- (2) Second offense: \$100.00
- (3) Third offense: \$200.00.
- (4) Subsequent offenses: \$300.00 for each offense.

B. Any owner or keeper found in violation of an order of the Board of Selectmen issued pursuant to Massachusetts General Laws Chapter 140, Section 157, shall be liable for fines in accordance with Massachusetts General Laws Chapter 140, Section 157A as follows:

- (1) First offense: up to \$500.00
- (2) Second offense: up to \$1,000.00

C. Further, if the owner or keeper of a dog be a minor, the parent or guardian of such minor shall be held liable for any violation of this bylaw.

§ 24-6. Disposition of funds.

The sums collected pursuant to this bylaw shall be accounted for and paid over to the Town Treasurer; provided, however, that under the provisions of the state law, the Dog Officer shall be entitled to all fees paid to him/her for the care of the impounded dogs by the owners or keepers thereof.

§ 24-7. Legality.

In the event that any provision or section of this bylaw is deemed invalid or unenforceable, all

other provisions shall remain in full force and effect.
(Inserted by Board of Selectmen)

The following motion was made by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

I move that the Town amend the Code of the Town of Harvard, Chapter 24, Dogs, by making the revisions thereto as printed on pages 39 and 40 of the Finance Committee Report and Warrant for the 2014 Annual Town Meeting.

The following motion was made by Lucy McQuilkin, 124 Bolton Road, and seconded,

I move to amend the article as follows:

A dog that: (i) by constant barking or other disturbance, is a source of annoyance to more than one unrelated person; or (ii) has threatened or attacked livestock or fowl, a domestic animal or a person, but such threat or attack was not a grossly disproportionate reaction under all the circumstances.

Amendment failed, majority no.

Voted majority yes that the Town amend the Code of the Town of Harvard, Chapter 24, Dogs, by making the following revisions thereto, or pass any vote or votes in relation thereto:

[key to revisions: underlining = additions; ~~striketrough~~ = deletions]

Article I. Dog Owner Responsibility

[Adopted 3-31-1979 ATM by Art. 33]

§ 24-1. Definitions.

[Amended 12-3-2002 STM by Art. 10]

As used in this bylaw, unless the context otherwise indicates, the following terms shall have the meanings indicated:

DANGEROUS DOG

A dog that either: (i) without justification, attacks a person or domestic animal or fowl causing physical injury or death; or (ii) behaves in a manner that a reasonable person would believe poses an unjustified imminent threat of physical injury or death to a person or to a domestic or owned animal or fowl.

DOG OFFICER

The “animal control officer”, as defined in Massachusetts General Laws Chapter 140, 136A.

DOGS

All animals of canine species, both males and females.

KEEPER

A person, business, corporation, entity or society, other than the owner, having possession of a dog.

OWNER

Any person or persons, firm, association or corporation owning, keeping or harboring a dog as herein defined.

NUISANCE DOG

A dog that: (i) by excessive barking or other disturbance, is a source of annoyance to a sick person residing in the vicinity; or (ii) by excessive barking, causing damage or other interference, a reasonable person would find such behavior disruptive to one's quiet and peaceful enjoyment; or (iii) has threatened or attacked livestock or fowl, a domestic animal or a person, but such threat or attack was not a grossly disproportionate reaction under all the circumstances.

§ 24-2. Responsibility of dog owner or keeper.

The owner or keeper shall prevent his dog from being a nuisance dog or a dangerous dog as defined in § **24-1**.

§ 24-3. Impounding.

It shall be the duty of the Dog Officer to apprehend any dog found to be in a violation of § **24-2** of the bylaw and to impound such dog in a suitable place or to order the owner or keeper thereof to restrain said dog.

§ 24-4. Notice to owner and redemption.

The Dog Officer shall, in matters of impoundment, impoundment fees and redemption of impounded animals, carry out his/her duties in accordance with Sections 151 and 151A of Chapter **140**, and any amendments thereto, of the Massachusetts General Laws.

§ 24-5. Fines.**[Amended 3-30-1985 ATM by Art. 22]**

A. Any owner or keeper found in violation of any provision of § **24-2** or any other provision of this bylaw shall be liable for fines as follows:

- (1) First offense: \$50.00
- (2) Second offense: \$100.00
- (3) Third offense: \$200.00.
- (4) Subsequent offenses: \$300.00 for each offense.

B. Any owner or keeper found in violation of an order of the Board of Selectmen issued

pursuant to Massachusetts General Laws Chapter 140, Section 157, shall be liable for fines in accordance with Massachusetts General Laws Chapter 140, Section 157A as follows:

- (1) First offense: up to \$500.00
- (2) Second offense: up to \$1,000.00

C. Further, if the owner or keeper of a dog be a minor, the parent or guardian of such minor shall be held liable for any violation of this bylaw.

§ 24-6. Disposition of funds.

The sums collected pursuant to this bylaw shall be accounted for and paid over to the Town Treasurer; provided, however, that under the provisions of the state law, the Dog Officer shall be entitled to all fees paid to him/her for the care of the impounded dogs by the owners or keepers thereof.

§ 24-7. Legality.

In the event that any provision or section of this bylaw is deemed invalid or unenforceable, all other provisions shall remain in full force and effect.

Approved by the Attorney General on June 10, 2014 and effective on posting date of June 16, 2014.

Procedural motion:

Billy Salter, 3 Elm Street made a motion to move article 47 to after article 38, which was seconded.

Stephen Richter, 16 Hynes Lane, made an amending motion to move article 47 and 48 to after article 38, which was seconded, and passed majority yes.

ARTICLE 39: BOARD OF HEALTH – CENTRAL MASS MOSQUITO CONTROL PROJECT

To see if the Town will vote to become a member of the Central Massachusetts Mosquito Control Project; and raise and appropriate, borrow or transfer from available funds, a sum of money for the Town's membership in said project or pass any vote or votes in relation thereto. (Inserted by the Board of Health)

On a motion by Thomas Philippou, 254 Stow Road. Board of Health, and seconded,

Voted majority yes to take no action.

ARTICLE 40: Planning Board – Amend the Protective Bylaw 125-3 Existing Lots, Structures and Uses

To see if the Town will vote to amend the Protective Bylaw, Article II, Existing Lots, Structures and Uses by changing the title and deleting in its entirety Section 125-3, Non-conforming Structures and Uses, and replace with the following, or take any vote or votes in relation thereto;

ARTICLE II Non-conformities

§ 125-3 Non-conforming Structures and Uses

Non-conforming uses and structures shall be regulated as provided in MGL Chapter 40A, Section 6 and as provided in this Bylaw. At adoption of this Bylaw as amended, any lawful existing structure (except an off-site sign), or use of a structure or use of land, may continue as such structure existed or in the manner and to the extent such structure or land was used at the time of first publication of notice of the public hearing for such adoption, subject to the provisions of this section §125-3. A building or special permit issued before such first publication of notice of hearing may continue in effect or be made effective except as otherwise provided (see § 125-49, Enforcement, and § 125-46, Special permits). However, any other building or special permit shall conform to such Bylaw (change), and a structure or use may be extended or otherwise changed only as specifically provided in this Bylaw.

In making a determination under §125-3 whether a change, extension, or alteration to a non-conforming use or structure will be more detrimental than the existing non-conforming use or structure to the neighborhood, the Board of Appeals will apply the factors listed in §125-20A and will identify other site-specific impacts that affect quality of life in the neighborhood.

A. Non-conforming structures

For the purposes of this Bylaw a lawful non-conforming structure is one that conformed to the Bylaw at some past time or predates the Bylaw; and became nonconforming solely as the result of the adoption of the Bylaw or amendments thereto. If a structure conformed at more than one time, only the most recent instance of conformity shall be considered.

B. Non-conforming One- and Two Family Dwellings

- (1) A non-conforming one- or two-family dwelling may be repaired (see "erect," § 125-2, Definitions), may be moved or enlarged or otherwise altered for a use permitted by the Bylaw, as a matter of right, provided that such alteration does not:
 - (a) Produce or increase the degree of any non-conformity in lot-structure relations or building height, and the changes conform to the Bylaw as amended; and

- (b) Cumulatively over time increase the footprint of a one- or two-family dwelling by more than 15% and/or alter the gross floor area by more than 15% from that which existed at the time the dwelling first became non-conforming.

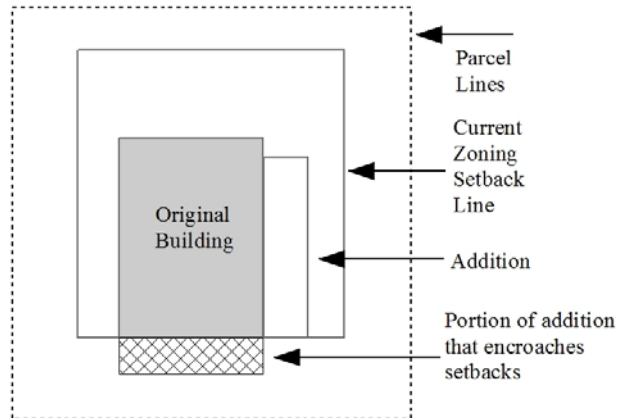


Figure 1: Example of an extension of a non-conforming one- or two-family dwelling that does not increase the degree of non-conformity.

- (2) By special permit granted by the Board of Appeals a non-conforming one- or two-family dwelling may be moved or enlarged or otherwise altered for a use permitted by the Bylaw, if such non-conformity is increased or intensified, provided the Board finds, in addition to the requirements of § 125-46, Special permits, the alterations:
- (a) Would have been permitted before the structure became non-conforming (see Attachment A: Historical Table of Harvard Basic Lot Dimensions); and
 - (b) Will not be substantially more detrimental to the neighborhood than the existing non-conformity (see MGL Chapter 40A Section 6).

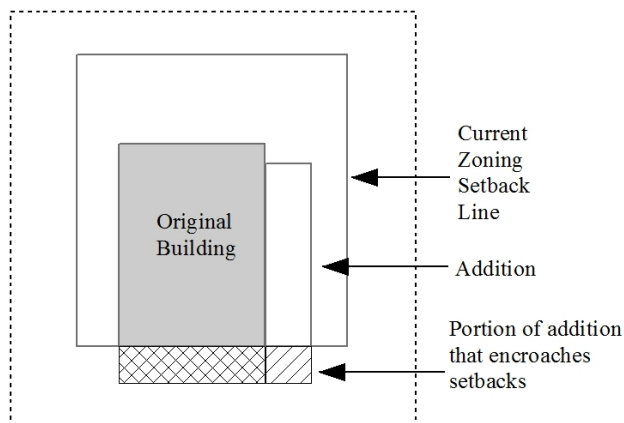


Figure 2: Example of an extension of a non-conforming one- or two-family dwelling that increases the degree of nonconformity that the Board of Appeals may permit by grant of a special permit.

C. Non-conforming Structures Other Than One- and Two-Family Dwellings

- (1) By special permit granted by the Board of Appeals a lawful nonconforming structure other than a one- or two-family dwelling may be moved or enlarged or otherwise altered for a use permitted by the Bylaw, if the Board makes a finding that such movement, enlargement or alteration will not be substantially more detrimental to the neighborhood than the existing non-conforming structure.
- (2) The moving, enlargement or alteration, of a non-conforming structure so as to increase an existing non-conformity, or create a new non-conformity, including the extension of an exterior wall at or along the same non-conforming distance within a required yard setback, shall require a variance from the Zoning Board of Appeals.

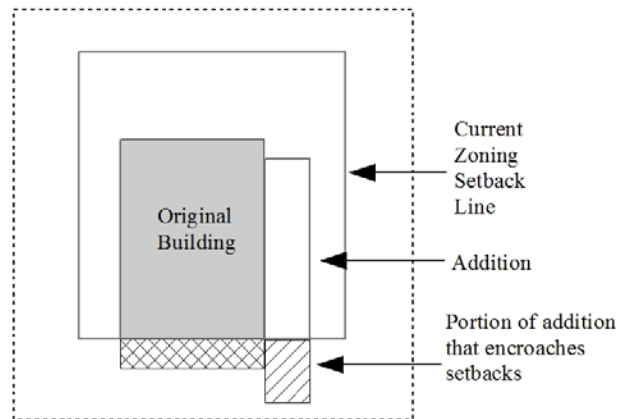


Figure 3: Example of an extension of a non-conforming structure other than a one- or two-family dwelling that increases the degree of non-conformity, and that creates a new non-conformity, that the Board of Appeals may permit only by grant of a variance.

- (2) The repair, moving, enlargement, alteration and extension of and addition to any nonconforming structure and the construction of new on-site and off-site accessory structures owned by the Town of Harvard or leased by the Town, as lessor or lessee, and used for a Town library, Town museum, Town office, Town hall, Town protective services or other use by the Town of Harvard or its lessee and located on a parcel of land situated within 2,500 feet of the Town Center Intersection of Routes 110 and 111 shall be exempt from all provisions of this Bylaw, except for § 125-39, Site Standards.

D. Non-conforming uses

- (1) If a non-conforming use of a structure or land is changed to a conforming use, it shall not thereafter revert to its previous non-conforming use.
- (2) A non-conforming use may be extended, altered, or otherwise changed, by special permit authorized by the Board of Appeals (see § 125-46, Special permits), provided:
 - (a) Such change, extension, or alteration will not be substantially more detrimental than the existing non-conforming use to the neighborhood; and
 - (b) If a non-conforming use is to be changed to a different use, the new use is permitted, subject to the use being in the same or less intense use category (see §125-7 thru 9 and §125-12 thru 14).
- (3) A non-conforming use of a portion of an existing structure designed for the use may be extended throughout such structure, but only by special permit authorized by the Board of Appeals as in Subsection D(2).
- (4) Use of land accessory to a non-conforming use of a main building may be extended only to meet site standards.
- (5) Any use subject to § 125-39, Site standards, and/or § 125-38, Site plans, even though preexisting, is subject to such standards and approval upon expansion or alteration as provided in § 125-38, Site plans.

E. Abandonment

- (1) A non-conforming use which has been abandoned or not used for a period of two years or more shall not be reestablished. A non-conforming use which has been changed to a conforming use shall not be reestablished.
- (2) A non-conforming structure which has been abandoned or not used for a period of two years or more shall be removed or it shall be altered or moved so as to conform to the Bylaw as a new structure.
 - (a) In order to be "not used" under this subsection, the structure shall either have been in such disrepair as to require reconstruction (see definition of "erect") or (if a building) it shall have become uninhabitable.
 - (b) A structure will not be considered "not used" or "uninhabitable" while it is being modified to re-achieve use or habitability in accordance with a validly issued building permit or validly issued Board of Health permit under Title V of the State Sanitary Code if the work there under begins promptly, and is diligently pursued to a conclusion as provided in § 125-

49B, Permits and licenses, and results in use or occupancy.

F. Reconstruction after Catastrophe or Demolition

- (1) Non-conforming structures which are damaged or destroyed by accidental cause, including fire, or otherwise damaged or destroyed without the consent of the owner, may be repaired or reconstructed upon the issuance of a building permit, provided that:
 - (a) Reconstruction of said premises shall commence within three years after such catastrophe or demolition.
 - (b) Building(s) as reconstructed shall be located on the same foot print as the original non-conforming structure, shall be only as great in volume or area as the original non-conforming structures, and shall meet all applicable requirements for setbacks and height.
 - (c) A Special Permit shall be required in the event that the proposed reconstruction would cause the structure to be located other than on the original footprint, or cause the structure to exceed the volume or area of the original non-conforming structure, and the non-conforming nature of the structure is not increased or intensified more than the original non-conformity.

G. Exception for Historic Merit

A non-conforming historic ruin located in a historic district (see the Town Historic Preservation Bylaw) may be preserved by site plan approval; it may be restored in whole or in part pursuant to a special permit from the Board of Appeals acting with advice from the Historical Commission as provided in § 125-46, Special permits, provided the Board of Appeals finds historic merit in the restoration and finds no substantial adverse impact on the neighborhood, and further provided that any improvements meet all of the environmental requirements of the Bylaw as if for a new structure, including accessibility to emergency vehicles.

(Inserted by Planning Board)

The following motion was made by Christopher Tracey, 204 Bolton Road, Zoning Board of Appeals, and seconded,

I move that the Town amend the Protective Bylaw, Article II, Existing Lots, Structures and Uses by changing the title and deleting in its entirety Section 125-3 thereof, Non-conforming Structures and Uses, and replacing it with the new Section 125-3 as printed on pages 41 through 44 of the Finance Committee Report and Warrant for the 2014 Annual Town Meeting, as further revised on page 1 of the document entitled "Town of Harvard 2014 Annual Town Meeting Planning Board Handouts Warrant Articles 40-46" and made available and distributed at this

Town Meeting.

Voted greater than 2/3rds yes that the Town will vote to amend the Protective Bylaw, Article II, Existing Lots, Structures and Uses by changing the title and deleting in its entirety Section 125-3, Non-conforming Structures and Uses, and replace with the following, or take any vote or votes in relation thereto;

ARTICLE II

Non-conformities

§ 125-3 Non-conforming Structures and Uses

Non-conforming uses and structures shall be regulated as provided in MGL Chapter 40A, Section 6 and as provided in this Bylaw. At adoption of this Bylaw as amended, any lawful existing structure (except an off-site sign), or use of a structure or use of land, may continue as such structure existed or in the manner and to the extent such structure or land was used at the time of first publication of notice of the public hearing for such adoption, subject to the provisions of this section §125-3. A building or special permit issued before such first publication of notice of hearing may continue in effect or be made effective except as otherwise provided (see § 125-49, Enforcement, and § 125-46, Special permits). However, any other building or special permit shall conform to such Bylaw (change), and a structure or use may be extended or otherwise changed only as specifically provided in this Bylaw.

In making a determination under §125-3 whether a change, extension, or alteration to a non-conforming use or structure will be more detrimental than the existing non-conforming use or structure to the neighborhood, the Board of Appeals will apply the factors listed in §125-20A and will identify other site-specific impacts that affect quality of life in the neighborhood.

A. Non-conforming structures

For the purposes of this Bylaw a lawful non-conforming structure is one that conformed to the Bylaw at some past time or predates the Bylaw; and became nonconforming solely as the result of the adoption of the Bylaw or amendments thereto. If a structure conformed at more than one time, only the most recent instance of conformity shall be considered.

B. Non-conforming One- and Two Family Dwellings

- (1) A non-conforming one- or two-family dwelling may be repaired (see "erect," § 125-2, Definitions), may be moved or enlarged or otherwise altered for a use permitted by the Bylaw, as a matter of right, provided that such alteration does not:
 - (a) Produce or increase the degree of any non-conformity in lot-structure relations or building height, and the changes conform to the Bylaw as amended; and

- (b) Cumulatively over time increase the footprint of a one- or two-family dwelling by more than 20% and/or alter the gross floor area by more than 20% from that which existed at the time the dwelling first became non-conforming.

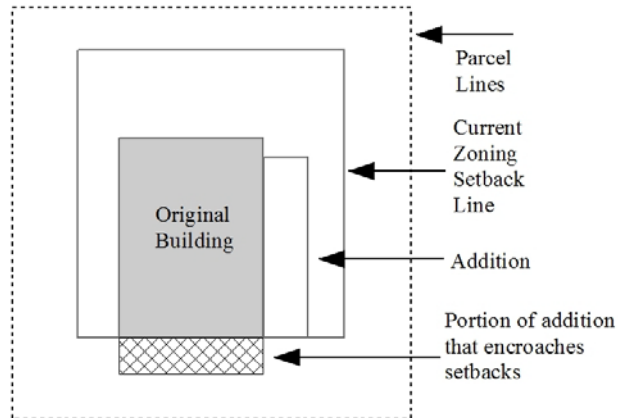


Figure 1: Example of an extension of a non-conforming one- or two-family dwelling that does not increase the degree of non-conformity.

- (2) By special permit granted by the Board of Appeals a non-conforming one- or two-family dwelling may be moved or enlarged or otherwise altered for a use permitted by the Bylaw, if such non-conformity is increased or intensified, provided the Board finds, in addition to the requirements of § 125-46, Special permits, the alterations:
- (a) Would have been permitted before the structure became non-conforming (see Attachment A: Historical Table of Harvard Basic Lot Dimensions); and
 - (b) Will not be substantially more detrimental to the neighborhood than the existing non-conformity (see MGL Chapter 40A Section 6).

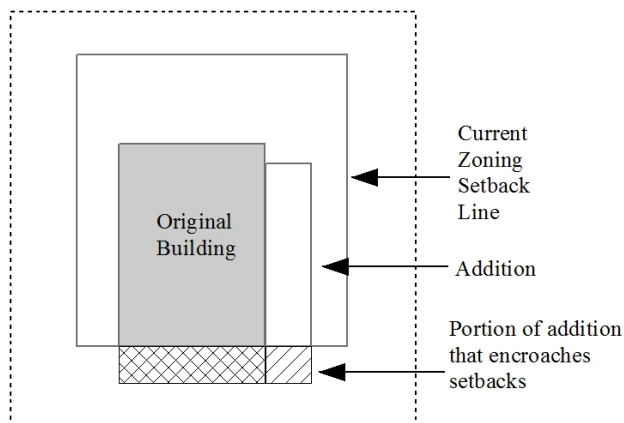


Figure 2: Example of an extension of a non-conforming one- or two-family dwelling that increases the degree of nonconformity that the Board of Appeals may permit by grant of a special permit.

C. Non-conforming Structures Other Than One- and Two-Family Dwellings

- (1) By special permit granted by the Board of Appeals a lawful nonconforming structure other than a one- or two-family dwelling may be moved or enlarged or otherwise altered for a use permitted by the Bylaw, if the Board makes a finding that such movement, enlargement or alteration will not be substantially more detrimental to the neighborhood than the existing non-conforming structure.
- (2) The moving, enlargement or alteration, of a non-conforming structure so as to increase an existing non-conformity, or create a new non-conformity, including the extension of an exterior wall at or along the same non-conforming distance within a required yard setback, shall require a variance from the Zoning Board of Appeals.

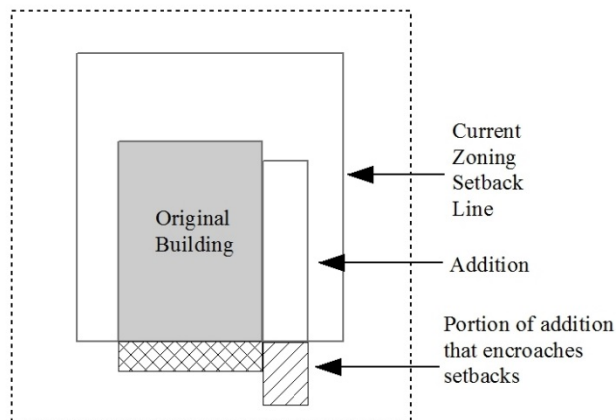


Figure 3: Example of an extension of a non-conforming structure other than a one- or two-family dwelling that increases the degree of non-conformity, and that creates a new non-conformity, that the Board of Appeals may permit only by grant of a variance.

- (2) The repair, moving, enlargement, alteration and extension of and addition to any nonconforming structure and the construction of new on-site and off-site accessory structures owned by the Town of Harvard or leased by the Town, as lessor or lessee, and used for a Town library, Town museum, Town office, Town hall, Town protective services or other use by the Town of Harvard or its lessee and located on a parcel of land situated within 2,500 feet of the Town Center Intersection of Routes 110 and 111 shall be exempt from all provisions of this Bylaw, except for § 125-39, Site Standards.

D. Non-conforming uses

- (1) If a non-conforming use of a structure or land is changed to a conforming use, it shall not thereafter revert to its previous non-conforming use.
- (2) A non-conforming use may be extended, altered, or otherwise changed, by special permit authorized by the Board of Appeals (see § 125-46, Special permits), provided:
 - (a) Such change, extension, or alteration will not be substantially more detrimental than the existing non-conforming use to the neighborhood; and
 - (b) If a non-conforming use is to be changed to a different use, the new use is permitted, subject to the use being in the same or less intense use category (see §125-7 thru 9 and §125-12 thru 14).
- (3) A non-conforming use of a portion of an existing structure designed for the use may be extended throughout such structure, but only by special permit authorized by the Board of Appeals as in Subsection D(2).
- (4) Use of land accessory to a non-conforming use of a main building may be extended only to meet site standards.
- (5) Any use subject to § 125-39, Site standards, and/or § 125-38, Site plans, even though preexisting, is subject to such standards and approval upon expansion or alteration as provided in § 125-38, Site plans.

E. Abandonment

- (1) A non-conforming use which has been abandoned or not used for a period of two years or more shall not be reestablished. A non-conforming use which has been changed to a conforming use shall not be reestablished.
- (2) A non-conforming structure which has been abandoned or not used for a period of two years or more shall be removed or it shall be altered or moved so as to conform to the Bylaw as a new structure.
 - (b) In order to be "not used" under this subsection, the structure shall either have been in such disrepair as to require reconstruction (see definition of "erect") or (if a building) it shall have become uninhabitable.
 - (b) A structure will not be considered "not used" or "uninhabitable" while it is being modified to re-achieve use or habitability in accordance with a validly issued building permit or validly issued Board of Health permit under Title V of the State Sanitary Code if the work there under begins promptly, and is diligently pursued to a conclusion as provided in § 125-

49B, Permits and licenses, and results in use or occupancy.

F. Reconstruction after Catastrophe or Demolition

- (1) Non-conforming structures which are damaged or destroyed by accidental cause, including fire, or otherwise damaged or destroyed without the consent of the owner, may be repaired or reconstructed upon the issuance of a building permit, provided that:
 - (a) Reconstruction of said premises shall commence within three years after such catastrophe or demolition.
 - (b) Building(s) as reconstructed shall be located on the same foot print as the original non-conforming structure, shall be only as great in volume or area as the original non-conforming structures, and shall meet all applicable requirements for setbacks and height.
 - (c) A Special Permit shall be required in the event that the proposed reconstruction would cause the structure to be located other than on the original footprint, or cause the structure to exceed the volume or area of the original non-conforming structure, and the non-conforming nature of the structure is not increased or intensified more than the original non-conformity.

G. Exception for Historic Merit

A non-conforming historic ruin located in a historic district (see the Town Historic Preservation Bylaw) may be preserved by site plan approval; it may be restored in whole or in part pursuant to a special permit from the Board of Appeals acting with advice from the Historical Commission as provided in § 125-46, Special permits, provided the Board of Appeals finds historic merit in the restoration and finds no substantial adverse impact on the neighborhood, and further provided that any improvements meet all of the environmental requirements of the Bylaw as if for a new structure, including accessibility to emergency vehicles.

Approved by the Attorney General on June 10, 2014.

The Planning Board recommended this article.

ARTICLE 41: Zoning – Amend Section 125-27 Wireless Communication Overlay District

To see if the town will vote to amend Chapter 125 of the Code of the Town of Harvard, the Town's Protective Bylaw, by amending Section 125-27, Wireless Communications Towers Overlay District, by adding a new subsection D (3) to accommodate communications equipment

of municipal public safety departments on applications for new towers or modifications to existing towers, or take any vote or votes in relation thereto.

(Inserted by Planning Board)

The following motion was made by Erin McBee, 221 Littleton Road, Planning Board, and seconded,

I move that the Town amend Chapter 125 of the Code of the Town of Harvard, the Town's Protective Bylaw, by amending Section 125-27 thereof, Wireless Communications Towers Overlay District, by adding thereto a new subsection D (3) to accommodate communications equipment of municipal public safety departments on applications for new towers or modifications to existing towers, which new subsection D (3) is printed on page 3 of the document entitled "Town of Harvard 2014 Annual Town Meeting Planning Board Handouts Warrant Articles 40-46" and made available and distributed at this town meeting.

Voted unanimously yes that the town amend Chapter 125 of the Code of the Town of Harvard, the Town's Protective Bylaw, by amending Section 125-27, Wireless Communications Towers Overlay District, by adding a new subsection D (3) to accommodate communications equipment of municipal public safety departments on applications for new towers or modifications to existing towers, or take any vote or votes in relation thereto.

§125-27D(3) For new towers, or modifications to existing towers that require grant of a special permit by the Planning Board, the tower owner shall allow the installation of municipal public safety communications equipment provided such equipment does not interfere with the service of other carriers on the tower. The Town shall bear the cost of the equipment and its installation.

Approved by the Attorney General on June 10, 2014.

The Planning Board recommended this article.

ARTICLE 42: Zoning – Amend Zoning Map Wireless Communication

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by accepting the amended Zoning Map to correct an error made to the Wireless Communications District when the map was approved by Annual Town Meeting 2010, which amended Zoning Map is on file in the Office of the Town Clerk, or take any vote or votes in relation thereto.

(Inserted by Planning Board)

On a motion made by Joseph Hutchinson, 25 Westcott Road, Planning Board, and seconded,

Voted unanimously yes that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by accepting the amended Zoning Map to correct an error made to the Wireless Communications District when the map was approved by the 2010 Annual Town Meeting, which amended Zoning Map is entitled "§125-42 Harvard Zoning Map" dated January, 2014, prepared by the Montachusett Regional Planning Commission GIS Department on file in the Office of the Town Clerk, a reduced copy of which is shown on the colored-coded handout

made available and distributed at this town meeting.

The Planning Board recommended this article.

Approved by the Attorney General on June 10, 2014.

ARTICLE 43: Zoning – Amend Sections 125-31 and 125-39B Driveways

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by making the following revisions to Section 125-31 thereof regarding Driveways and Section 125-39B thereof regarding Standards for Driveways, or take any vote or votes in relation thereto.

[key to revisions: underlining = additions; ~~striketrough~~ = deletions]

Amend the Protective Bylaw, §125-31, Driveways, as follows:

§125-31 Driveways. [Added 3-30-1996 ATM by Art. 29]

For purposes of public safety, any driveway constructed after March 30, 1996, of more than 200 feet in center-line length and providing access from the public way to a main building shall be constructed in accordance with the standards for driveways set forth in the Bylaw §125-39B. No such driveway shall be constructed without site plan approval by the Planning Board at a regularly scheduled public meeting. Construction of all such driveways shall be subject to inspection by the Planning Board's driveway inspector, fees for said inspections to be paid by the applicant as specified in the Planning Board's regulations. **[Added 3-29-1980 ATM by Art. 27]**

- A. No driveway which serves two or more building lots of any type, or which serves a hammerhead or a backland lot, or which serves a use for which a special permit or site plan approval is required, may lie on a corridor of land or land area having a width of less than 35 feet and frontage of less than 50 feet. This subsection shall apply only to driveways constructed after February 8, 1980, and to lawfully existing driveways changed after that date to connect with or serve one or more additional lots.
- B. Shared (common) driveways. To reduce the impact of impervious surfaces and the number of driveway cuts, it is the intent to permit adjoining lots to share a driveway which, except for branches serving individual lots, lies on or near their mutual boundaries subject to a recorded maintenance and snow plowing agreement to ensure that the driveway will be maintained and remain useful for both ordinary and emergency access under all weather conditions, and to ensure that a driveway will not be used as a substitute for a street or as a substitute for mandatory access frontage (see §125-29). After March 26, 1988, a driveway may be constructed or extended to serve more than one lot only in accordance with a special permit authorized by the Planning Board (see §125-46, Special permits), subject to all applicable provisions of this bylaw. For a shared driveway serving only single- and two-family residence uses, the driveway site standards in §125-39B shall apply (see §125-38, Site plans, and §125-39, Site standards). **[Added 3-31-1979 ATM by Art. 27; amended 3-26-1988 ATM by Art. 34; 3-27-1993 ATM by Art. 25; 3-25-1995 ATM by Art. 30; 3-29-2003 ATM by Art. 37; 3-31-2007 ATM by Art. 23]**

- (1) At most four lots, of which no more than three shall be hammerhead or backland lots, may be connected to or otherwise share the same driveway. This provision (increasing the number of lots from three to four) will apply only to common drives built or extended by special permit after March 25, 1995. The driveway shall lie entirely within the lots being served. This subsection shall apply only to shared driveways constructed after February 9, 1979, and to lawfully existing driveways changed after that date to connect with or serve one or more additional lots. (Added driveway requirements for hammerhead and backland lots are contained in § 125-29D, Type 2 lots, and § 125-29F, Type 4 lots.)
 - (2) Each branch of a shared driveway shall include a turnaround for vehicles including moving vans, ambulance, fire, and police.
 - (3) (Reserved)
 - (4) A shared driveway shall be considered satisfactory only if:
 - (a) It has been constructed in accordance with the provisions of the special permit and the approved driveway site plan; and
 - (b) There is a recorded clear provision for maintenance and snow removal running with the land.
 - (5) Grades on shared driveways constructed or extended after March 26, 1988, shall not exceed 10%.
 - (6) A shared driveway, which is constructed, or extended to serve additional lots or uses, after March 26, 1988, shall begin at the street on which the lots served have their access frontage. A driveway shall not be used to provide the lot access frontage required by this Bylaw or by the Subdivision Control Law. Where the access to structures or uses provided by the driveway is substantially different than that which would be provided through required lot frontages, the special permit shall not be issued unless the Planning Board finds that the proposed shared driveway and its location are in the public interest.
- C. Driveway site plan approval. For lots or uses for which a special permit is required by this Bylaw as amended, the installation or extension of a driveway to serve a new main building or a new use shall be in accordance with a driveway construction site plan approved by the Planning Board, with advice from the Director of the Department of Public Works with respect to driveway connection to the street. Such driveway construction site plan approval shall expire if the work thereunder is not begun and diligently pursued to completion within two years after issuance. **[Added 3-31-1984 ATM by Art. 29]**
- D. For any shared driveway, or any driveway requiring a special permit or site plan approval by the Planning Board, a building permit shall be issued only upon receipt of a written statement from the Planning Board or its agent, indicating that a satisfactory driveway and turnaround for the purposes of construction connection to the lot for which the permit is issued have been provided. **[Added 3-31-1984 ATM by Art. 29; amended 3-31-2007 ATM by Art. 22]**
- (1) For the purpose of actual construction, driveway centerline radii may be sharper than eighty feet (80'), provided that the entire lot is in the AR District and also provided that the entire driveway is laid out and constructed in accordance with the provisions of §125-39, Site standards, including

§125-39B. However, the driveway centerline radius of curvature may not be less than 40 feet, except in circular turnarounds for cars only. If so constructed or extended, driveway curvature shall be considered "satisfactory" for the purpose of the written statement required prior to issuance of a building permit on a Type 2 or Type 4 lot by the provisions of §125-29F(3)(b).

- (2) The Planning Board may consider the construction of a driveway or its extension "satisfactory" for the purpose of said written statement if the location of the driveway is consistent with the special permit or site plan approval; it is suitable for access by construction and safety vehicles to within 100 feet of the building site, provided that there is a (perhaps temporary) turnaround for vehicles including trucks near the building site; all drainage and erosion control measures required for the driveway are in place; and all related measures required by any special permit for construction have been met.
- (3) A temporary occupancy permit or use of the premises served by such a driveway shall be permitted only upon receipt of a written statement from the Planning Board or its agent, indicating that all drainage, utilities, and erosion control measures are in place; that the driveway is complete up to and including base gravel; and that all related measures required by any special permit or site plan approval have been met.
- (4) A final occupancy permit or use of the premises for the final lot served by such a driveway is permitted only upon receipt of a written statement from the Planning Board or its agent indicating that a driveway and turnaround have been completed in accordance with the special permit or approved site plan, and that an "as built" has been filed with and approved by the Board or its agent.

E. **Crossing of W District and inland wetlands.** Driveways which are constructed after April 8, 1989, and any existing driveway extended after that date to serve an additional use or main building, shall not alter 5,000 square feet or more of combined W District and/or inland wetlands (all non-overlapping crossings summed). Installation of driveways crossing W and WFH Districts may be subject also to special permit; see §§125-25 and 125-26. **[Added 4-8-1989 ATM by Art. 36]**

F. **Long driveways.** For purposes of public safety, after January 1, 1999, any driveway having or resulting in a center-line length greater than 1,400 feet from the public or private way to any main building served by that driveway may be constructed, or extended to serve another main building more than 1,400 feet from the way, only in accordance with a special permit authorized by the Planning Board (see §125-46, Special permits), subject to all applicable provisions of this Bylaw. No special permit shall be granted under this section unless the Planning Board finds that all dwellings which are served by the driveway have available a water source within 1,400 accessible hose feet which is adequate for fire protection. **[Added 12-8-1998 STM by Art. 15]**

- (1) In determining whether a water source is adequate for fire protection the Planning Board may request the written advice of the Fire Department and will consider the capacity of the water source, the availability and adequacy of access to the water source for fire protection, and provisions for maintenance of the water source.
- (2) For purposes of this section, a buried cistern containing no less than 10,000 gallons of

clean water will be considered an adequate source of water for fire protection purposes to serve one lot, provided that the site does not abut a W District. (See also §125-39E.)

Amend the Protective Bylaw, §125-39B, Standards for Driveways, as follows:

§125-39 Site standards.

- B. Standards for driveways. The intent is to make available site standards for driveways which are appropriate to the intensity of actual use. For a driveway which serves only one- or two-family residences the use of this site standard is required only if it is specifically so stated in § 125-31, Driveways, of this bylaw. [Amended 3-27-1982 ATM by Art. 40; 3-31-1984 ATM by Art. 28; 3-29-2003 ATM by Art. 37; 3-22-2006 ATM by Art. 18]
- (1) Number of driveways. For each site, the total number of driveways shall not exceed one for each 200 feet of frontage or additional fraction thereof. Driveways shall not encroach on the buffer strip except to intersect with the street, and to reach said intersection directly from within the interior of the lot.
 - (2) Residential use. Driveways installed to serve residential uses of the type permitted in the AR District (but not more than eight dwelling units) may be constructed with a single lane, provided that it widens to at least a twenty-five-foot length of dual lane every 300 feet along its length, with one such dual lane section at the street or its intersection with another driveway. Driveways for residential use shall comply with standards in Table 1.
 - (3) Radius of curvature. The minimum center-line radius of curvature of a driveway may not be less than 40 feet. However, specific design standards for intersections and turnarounds shall take precedence over these general curvature requirements.

Table 1 Residential Driveway Standards

Use	Number of Lanes	Turnouts	Lane Width	Shoulder Width	Turnaround	Max. Grade
Driveway for single or two-family home	1	1 every 300', width = 20' length = 25'	12'	2' per side	Not required	12%
Shared (Common) Driveway for up to 4 lots or 4 units	2	Not required	8'	2' per side	Required for each branch	10%
Driveway for more than 4 lots or 4 units	2	Not required	10'	2' per side	Required	8%

Note 1: Article II, §140-10 of the Harvard Code, Driveway Construction and Connection Permits, applies to all proposed driveway connections to a town way. Jurisdiction of §140-10 applies for a distance of 25 feet from the near side or 50 feet from the far side of the roadway, whichever is greater.

(4) Non-Residential
Driveway Standards

- (a) Driveways that serve commercial, industrial, or other non-residential uses shall be limited to one entrance and one exit per street. One combined entrance/exit location is preferable at the main entrance to facilitate traffic movement; such an entrance shall be separated by a traffic island with separate in and out movements. Where frontage exceeds 400', the Planning Board may approve an additional access. If needed, the applicant shall construct separate right and/or left turning lanes to facilitate entry and exit from the site.
- (b) Driveway locations shall meet the line of sight criteria based on the American Association of State Highway and Transportation Officials (AASHTO) Policy on Geometric Design of Highways and Streets (See Table 2 below) or, where driveways are located on very low-volume local roads (average daily traffic volume of 400 vehicles per day or less), locations shall meet the guidelines of AASHTO Guidelines for Design of Very Low-Volume Local Roads (Average Daily Traffic less than or equal to 400). Exceptions to these guidelines may be considered by the Planning Board where it can be shown that less restrictive criteria would not impact safety or that more restrictive criteria would be required for safety.

Table 2
Driveway Sight Distance

Design Speed (mph)	Stopping Sight Distance (feet)
25	155
30	200
35	250
40	305
45	360
50	425

Source: based on guidelines established in A Policy on the Geometric Design of Highways and Streets, American Association of State Highway and Transportation Officials [AASHTO], 2004.

- (c) Access to traffic areas is beyond said buffer strip;
- (d) No driveway shall be constructed closer than 80 feet to a street intersection as measured along the Town's right-of-way to the nearest intersection of the right-of-way lines.
- (e) To reduce turning movements onto main thoroughfares, developers are encouraged to connect internal roadways with adjacent developments. When adjacent lots have contiguous frontage, the Planning Board may require such lots to share a single driveway, or that the lots be accessed by an internal service road. Where such sharing cannot be achieved in the short run, the means and location for future long term inter-parcel connections may be required through right-of-way reservation and/or dedication.
- (f) Where it is proposed to re-develop property, the Planning Board will evaluate existing access and work with the applicant to re-design curb cuts to improve safety and traffic flow. Where appropriate, the Board may require a reconfiguration to the existing access or the removal of unnecessary driveway openings in favor of fewer access points with a greater level of traffic control.
- (g) The angle of intersection of the driveway center line with the roadway center line is at least 60° and the transition from driveway to roadway is flared so that vehicles, including an SU30, may make the required turns without leaving the surface of either, or, if lanes are marked, without leaving marked lanes.

[1] For the purpose of designing flares, a passenger car has the turning radii of an American Association of State Highway Officials (AASHO) passenger car, P20, and a "fire truck" or "moving van" [see § 125-29F(1)(f)] has the turning radii of an AASHO single-unit truck, SU30, with minimum turning radii as follows:

Vehicle	Inside Radius	Outside Radius
Car	20 feet	30 feet
Truck	30 feet	45 feet

- [2] The flare at an intersection of a branch of the driveway is designed so that vehicles may make the required turn. If there is no additional turnaround, the intersection must be constructed so that it can serve as a turnaround for vehicles. Exception: If the lot frontage and the roadway are too narrow to permit an AASHO SU truck to make both turns in a single pass, the driveway layout shall favor the turn from the direction of the fire station, by the most likely route.
- [3] Plans showing special requirements for driveways connecting with state-

maintained ways are available at the district or state offices of the
Massachusetts Department of Public Works.
(Inserted by Planning Board)

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

I move that the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by making the revisions to Section 125-31 thereof regarding Driveways and Section 125-39B thereof regarding Standards for Driveways as printed on pages 5 through 14 of the document entitled "Town of Harvard 2014 Annual Town Meeting Planning Board Handouts Warrant Articles 40-46" and made available and distributed at this town meeting.

A motion to amend the article was made by Timothy Clark, 114 Bolton Road, and withdrawn.

A motion to delete all references to the phrase "after February 8, 1980" was accepted by the Planning Board.

Voted greater than 2/3rds yes that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by making the following revisions to Section 125-31 thereof regarding Driveways and Section 125-39B thereof regarding Standards for Driveways, or take any vote or votes in relation thereto.

Amend the Protective Bylaw by adding the following definition of "Lane or Travel Lane" to §125-2, Definitions

Lane or Travel Lane – The portion of the roadway or driveway for the movement of vehicles, exclusive of shoulders.

Amend the Protective Bylaw, §125-31 Driveways, as follows:

§125-31 Driveways. [Added 3-30-1996 ATM by Art. 29]

For purposes of public safety, any driveway constructed after March 30, 1996, of more than 300 feet in center-line length and providing access from the public way to a main building shall be constructed in accordance with the standards for driveways set forth in the Bylaw §125-39B. . No such driveway shall be constructed without site plan approval by the Planning Board at a regularly scheduled public meeting. Construction of all such driveways shall be subject to inspection by the Planning Board's driveway inspector, fees for said inspections to be paid by the applicant as specified in the Planning Board's regulations. [Added 3-29-1980 ATM by Art. 27]

A. No driveway which serves two or more building lots of any type, or which serves a hammerhead or a backland lot, or which serves a use for which a special permit or site plan approval is required, may lie on a corridor of land or land area having a width of less than 35 feet and lot frontage of less than 50 feet. This subsection shall apply only to driveways

constructed, and to lawfully existing driveways changed after that date to connect with or serve one or more additional lots.

B. Shared (common) driveways. To reduce the impact of impervious surfaces and the number of driveway cuts, it is the intent to permit adjoining lots to share a driveway which, except for branches serving individual lots, lies on or near their mutual boundaries subject to a recorded maintenance and snow plowing agreement to ensure that the driveway will be maintained and remain useful for both ordinary and emergency access under all weather conditions, and to ensure that a driveway will not be used as a substitute for a street or as a substitute for mandatory access frontage (see §125-29). After March 26, 1988, a driveway may be constructed or extended to serve more than one lot only in accordance with a special permit authorized by the Planning Board (see §125-46, Special permits), subject to all applicable provisions of this bylaw. For a shared driveway serving only single- and two-family residence uses, the driveway site standards in §125-39B shall apply (see §125-38, Site plans, and §125-39, Site standards). [Added 3-31-1979 ATM by Art. 27; amended 3-26-1988 ATM by Art. 34; 3-27-1993 ATM by Art. 25; 3-25-1995 ATM by Art. 30; 3-29-2003 ATM by Art. 37; 3-31-2007 ATM by Art. 23]

(1) At most four lots, of which no more than three shall be hammerhead or backland lots, may be connected to or otherwise share the same driveway. This provision (increasing the number of lots from three to four) will apply only to common drives built or extended by special permit after March 25, 1995. The driveway shall lie entirely within the lots being served. This subsection shall apply only to shared driveways constructed after February 9, 1979, and to lawfully existing driveways changed after that date to connect with or serve one or more additional lots. (Added driveway requirements for hammerhead and backland lots are contained in §125-29D, Type 2 lots, and §125-29F, Type 4 lots.)

(2) Each branch of a shared driveway shall include a turnaround for vehicles including moving vans, ambulance, fire, and police.

(3) (Reserved)

(4) A shared driveway shall be considered satisfactory only if:

(a) It has been constructed in accordance with the provisions of the special permit and the approved driveway site plan; and

(b) There is a recorded maintenance and snow plowing agreement running with the land.

(5) Grades on shared driveways constructed or extended after March 26, 1988, shall not exceed 8%.

(6) A shared driveway which is constructed, or extended to serve additional lots or uses, after March 26, 1988, shall begin at the street on which the lots served have their access frontage. A driveway shall not be used to provide the lot access frontage required by this Bylaw or by the Subdivision Control Law. Where the access to structures or uses provided by the driveway is substantially different than that which would be provided through required lot frontages, the special permit shall not be issued unless the Planning Board finds that the proposed shared driveway and its location are in the public interest.

C. Driveway site plan approval. For lots or uses for which a special permit is required by this Bylaw as amended, the installation or extension of a driveway to serve a new main building or a new use shall be in accordance with a driveway construction site plan approved by the Planning Board, with advice from the Director of the Department of Public Works with respect to driveway connection to the street. Such driveway construction site plan approval shall expire if the work thereunder is not begun and diligently pursued to completion within two years after issuance. [Added 3-31-1984 ATM by Art. 29]

D. For any shared driveway, or any driveway requiring a special permit or site plan approval by the Planning Board, a building permit shall be issued only upon receipt of a written statement from the Planning Board or its agent, indicating that the driveway has been cut-in at the location shown on the plan for the purposes of construction to the lot . [Added 3-31-1984 ATM by Art. 29; amended 3-31-2007 ATM by Art. 22]

(1) For the purpose of actual construction, driveway centerline radii may be sharper than eighty feet (80'), provided that the entire lot is in the AR District and also provided that the entire driveway is laid out and constructed in accordance with the provisions of §125-39, Site standards, including §125-39B. However, the driveway center-line radius of curvature may not be less than 40 feet, except in circular turnarounds for cars only. If so constructed or extended, driveway curvature shall be considered "satisfactory" for the purpose of the written statement required prior to issuance of a building permit on a Type 2 or Type 4 lot by the provisions of §125-29F(3)(b).

(2) The Planning Board may consider the construction of a driveway or its extension "satisfactory" for the purpose of said written statement if the location of the driveway is consistent with the special permit or site plan approval; it is suitable for access by construction and safety vehicles to within 100 feet of the building site, provided that there is a (perhaps temporary) turnaround for vehicles including trucks near the building site; all drainage and erosion control measures required for the driveway are in place; and all related measures required by any special permit for construction have been met.

(3) A temporary occupancy permit or use of the premises served by such a driveway shall be permitted only upon receipt of a written statement from the Planning Board or its agent, indicating that all drainage, utilities, and erosion control measures are in place; that the driveway is complete up to and including base gravel; and that all related measures required by any special permit or site plan approval have been met.

(4) A final occupancy permit or use of the premises for the final lot served by such a driveway is permitted only upon receipt of a written statement from the Planning Board or its agent indicating that a driveway and turnaround have been completed in accordance with the special permit or approved site plan, and that an "as built" has been filed with and approved by the Board or its agent.

E. **Crossing of W District and inland wetlands.** Driveways which are constructed after April 8, 1989, and any existing driveway extended after that date to serve an additional use or main

building, shall not alter 5,000 square feet or more of combined W District and/or inland wetlands (all non-overlapping crossings summed). Installation of driveways crossing W and WFH Districts may be subject also to special permit; see §§125-25 and 125-26. [Added 4-8-1989 ATM by Art. 36]

F. Long driveways. For purposes of public safety, after January 1, 1999, any driveway having or resulting in a center-line length greater than 1,400 feet from the public or private way to any main building served by that driveway may be constructed, or extended to serve another main building more than 1,400 feet from the way, only in accordance with a special permit authorized by the Planning Board (see §125-46, Special permits), subject to all applicable provisions of this Bylaw. No special permit shall be granted under this section unless the Planning Board finds that all dwellings which are served by the driveway have available a water source within 1,400 accessible hose feet which is adequate for fire protection. [Added 12-8-1998 STM by Art. 15]

(1) In determining whether a water source is adequate for fire protection the Planning Board may request the written advice of the Fire Department and will consider the capacity of the water source, the availability and adequacy of access to the water source for fire protection, and provisions for maintenance of the water source.

(2) For purposes of this section, a buried cistern containing no less than 10,000 gallons of clean water will be considered an adequate source of water for fire protection purposes to serve one lot, provided that the site does not abut a W District. (See also §125-39E)

Amend the Protective Bylaw, §125-39B, Standards for Driveways, as follows:

§125-39 Site standards.

B. Standards for driveways. The intent is to make available site standards for driveways which are appropriate to the intensity of actual use. For a driveway which serves only one- or two-family residences the use of this site standard is required only if it is specifically so stated in §125-31, Driveways, of this bylaw. [Amended 3-27-1982 ATM by Art. 40; 3-31-1984 ATM by Art. 28; 3-29-2003 ATM by Art. 37; 3-22-2006 ATM by Art. 18]

(1) Driveway locations shall meet the line of sight criteria based on the American Association of State Highway and Transportation Officials (AASHTO) Policy on Geometric Design of Highways and Streets (see Table 1 below) or, where driveways are located on very-low-volume local roads (average daily traffic volume of 400 vehicles per day or less), locations shall meet the guidelines of Local Roads (Average Daily Traffic less than or equal to 400). Exceptions to these guidelines may be considered by the Planning Board where it can be shown that less restrictive criteria would not impact safety or that more restrictive criteria would be required for safety. [Amended 5-2-2009 ATM by Art. 35]

*Table 1
Driveway Sight Distance*

<i>Design Speed (mph)</i>	<i>Stopping Sight Distance (feet)</i>
25	155
30	200
35	250
40	305
45	360
50	425

Source: based on guidelines established in A Policy on the Geometric Design of Highways and Streets, American Association of State Highway and Transportation Officials [AASHTO], 2004.

(2) Residential driveways. Each dwelling is entitled to two driveways, one of which may be a U-driveway. The Planning Board may permit an additional driveway for lots with more than four hundred feet (400') of frontage. Driveways shall not encroach on the buffer strip (see §125-39C(1)) except to intersect with the street, and to reach said intersection directly from within the interior of the lot.

(3) Lane Width. Driveways installed to serve residential uses of the type permitted in the AR District (but not more than four dwelling units) may be constructed with a single lane, provided that it widens to at least a twenty-five-foot length of dual lane every 300 feet along its length, with one such dual lane section at the street and its intersection with another driveway. Driveways for residential uses shall comply with the standards in Tables 1 and 2.

(4) Radius of curvature. The minimum center-line radius of curvature of a driveway may not be less than 40 feet. However, specific design standards for intersections and turnarounds shall take precedence over these general curvature requirements.

Table 2 Residential Driveway Standards

Use	Number of Lanes	Turnouts	Lane Width	Shoulder Width	Turnaround	Max. Grade
Driveway for single or two-family home and Shared (Common) Driveway for up to 4 lots or 4 dwelling units	1	1 every 300', width = 8' length = 25'	12'	2' per side	Required for each branch of a common driveway	8%
Driveway for more than 4 lots or 4 dwelling units	2	Not required	10'	2' per side	Required for each branch	8%

Note: Article II, §140-10 of the Harvard Code, Driveway Construction and Connection Permits,

applies to all proposed driveway connections to a town way. Jurisdiction of §140-10 applies for a distance of 25 feet from the near side or 50 feet from the far side of the roadway, whichever is greater.

(5) Non-Residential Driveway Standards

(a) Driveways that serve commercial, industrial, or other non-residential uses shall be limited to one entrance and one exit per street. One combined entrance/exit is preferable to facilitate traffic movement; the entrance/exit shall be separated by a traffic island. Where frontage exceeds 400', the Planning Board may approve an additional access.

[1] Traffic islands shall contain bricks, stone, or ornamental pavers, and islands may contain other design treatments such as landscaping, fences or low stone walls reflective of Harvard's cultural landscape. The islands shall not impede safe pedestrian crossing and shall meet accessibility standards.

[2] Proponents of developments that will generate five hundred (500) or more trips per day (Average Daily Traffic) based on the most recent Trip Generation Manual of the Institute of Transportation Engineers shall prepare a traffic impact study. A professional transportation engineer shall prepare the study, which shall document:

- [a] total and peak hour trip generation,
- [b] existing and proposed levels of service of the roadway providing access to the site, and
- [c] projected conditions at the access points to the development.

The study shall include recommendations whether separate right and/or left turning lanes are advisable to facilitate entry and exit from the site.

(b) The development shall preserve the buffer strip (see §125-39C(1)) except for the width necessary to access the parking areas;

(c) To reduce turning movements onto main thoroughfares, applicants are encouraged to connect internal roadways with adjacent developments. When adjacent lots have contiguous frontage, the Planning Board may require such lots to share a single driveway, or that the lots be accessed by an internal service road. Where such sharing cannot be achieved in the short run, the means and location for future long term inter-parcel connections may be required through right-of-way reservation and/or dedication.

(d) Where it is proposed to re-develop property, the Planning Board will evaluate existing access and work with the applicant to re-design curb cuts to improve safety and traffic flow. Where appropriate, the Board may require a reconfiguration to the existing access or the removal of unnecessary driveway openings in favor of fewer access points with a greater level of traffic control.

(e) The angle of intersection of the driveway center line with the roadway center line is at least 60° and the transition from driveway to roadway is flared so that vehicles, including an SU30, may make the required turns without leaving the surface of either, or, if lanes are marked, without leaving marked lanes.

- [1] For the purpose of designing flares, a passenger car has the turning radii of an American Association of State Highway Transportation Officials (AASHTO) passenger car, P20, and a "fire truck" or "moving van" [see §125-29F(1)(f)] has the turning radii of an AASHO single-unit truck, SU30, with minimum turning radii as follows:

Vehicle	Inside Radius	Outside Radius
Car	20 feet	30 feet
Truck	30 feet	45 feet

- [2] The flare at an intersection of a branch of the driveway is designed so that vehicles may make the required turn. If there is no additional turnaround, the intersection must be constructed so that it can serve as a turnaround for vehicles. Exception: If the lot frontage and the roadway are too narrow to permit an AASHO SU truck to make both turns in a single pass, the driveway layout shall favor the turn from the direction of the fire station, by the most likely route.
- [3] Plans showing special requirements for driveways connecting with state-maintained ways are available at the district or state offices of the Massachusetts Department of Public Works.

(6) Construction. Driveways and parking areas shall be constructed with crowns and drainage so as to be serviceable in all weather. There shall be a permeable gravel base of which at least eight inches is two feet or more above the level of saturation established by high water table or by drainage. [The need to engineer for water table within one foot of the surface should be anticipated on even apparently high ground in soils described and shown in the 1970 Master Plan (Comprehensive Plan of Development for Harvard) as "Paxton-Woodbridge Association," on account of perched water table.] There shall be in addition a surface layer at least four inches thick of gravel or two inches thick if bituminous paving; greater depths should be used if customary for the purpose for which the driveway or parking lot is intended.

(a) A driveway which serves as access to parking or garaging for trucks shall be constructed to be at least two lanes wide for its entire length, and shall meet the following materials and construction standards, which materials and construction standards shall be shown on the driveway design plans. (Also refer to the accompanying sketch labeled "Typical Driveway Cross-Section" for visual reference.) [Amended 3-31-2001 ATM by Art. 29]

- [1] Ordinary borrow material shall be used as subbase material in areas where fill is required to bring the site up to subgrade. The ordinary borrow material shall meet the requirements of the Massachusetts Highway Department's Standard Specifications for Highways and Bridges (SSHB) Section 150, Embankment, and M1.01.0, Ordinary Borrow.

- [2] All organic and compressible subgrade materials shall be removed prior to the placement of borrow material.

[3] Gravel base material having a minimum depth of 12 inches shall be placed on the subbase or existing subgrade. The gravel base material shall meet the requirements of SSHB Section 405, Gravel Base Course, and M1.03.0, Type b, Gravel Borrow.

[4] The finish surface shall be a bituminous concrete pavement surface (minimum two-inch compacted binder course and minimum one-and-one-half-inch compacted finish course) meeting the requirements of SSHB Section 460, I Bituminous Concrete Pavement Type I-1, and M3.11.00, Class I Bituminous Concrete.

[5] All materials listed in Subsection B(6)(a)[1] through [4] shall be compacted as specified in SSHB.

[6] Driveway construction standards shall be in accordance with the Massachusetts Highway Department's Standard Specifications for Highways and Bridges.

[7] If such a driveway, which serves as access to parking or garaging for trucks, is more than 150 feet long it shall be constructed as a roadway serving the same intensity of use as specified in the Rules and Regulations of the Harvard Planning Board Relative to Subdivision Control as amended through March 26, 2001; this sentence applies to new driveway construction or extension undertaken after March 26, 2001.

(b) The construction of a shared driveway which is over 150 feet long and which includes grades of 7% or more shall include paving from the road to the height or trough of the land so as to include said grade and the means for disposing of runoff from it in the paved section. This provision applies to new construction or extension of driveway undertaken after March 31, 1984.

(c) Except as otherwise provided, driveways regulated under this subsection shall meet the following materials and construction standards, which materials and construction standards shall be shown on the driveway design plans. (Also refer to the accompanying sketch labeled "Typical Driveway Cross-Section" for visual reference.)

[Amended 3-31-2001 ATM by Art. 29]

[1] Ordinary borrow material shall be used as subbase material in areas where fill is required to bring the site up to subgrade. The ordinary borrow material shall meet the requirements of the Massachusetts Highway Department's Standard Specifications for Highways and Bridges (SSHB) Section 150, Embankment, and M1.01.0, Ordinary Borrow.

[2] All organic and compressible subgrade materials shall be removed prior to the placement of borrow material.

[3] Gravel base material having a minimum depth of 12 inches shall be placed on the subbase or existing subgrade. The gravel base material shall meet the requirements of SSHB Section 405, Gravel Base Course, and M1.03.0, Type b, Gravel Borrow.

[4] The finish surface shall be one of the following, however, in any particular situation the use of a paving material other than bituminous concrete is subject to approval by the permitting or approving board:

[a] A bituminous concrete pavement surface (minimum two-inch compacted binder course and minimum one-and-one-half-inch compacted finish course) meeting the requirements of SSHB Section 460, Class I Bituminous Concrete Pavement Type I-1, and M3.11.00, Class I Bituminous Concrete; or

[b] A minimum four-inch compacted depth of a dense graded crushed stone material, e.g. "Star-Pac," so called, or equivalent as determined by the Planning Board; or

[c] A three-fourths-inch to one-and-one-half-inch sized crushed stone material to a minimum four-inch compacted depth.

[5] All materials listed in Subsection B(6)(c)[1] through [4] shall be compacted as specified in SSHB.

[6] Driveway construction standards shall be in accordance with the Massachusetts Highway Department's Standard Specification for Highways and Bridges.

(d) Driveway or parking lot which is used only for overflow parking or orchard access during apple picking season need not be constructed to the standards of this Subsection B(6).

The Planning Board recommended this article.

Approved by the Attorney General on June 10, 2014.

ARTICLE 44: Zoning – Amend Section 125-54 Floodplain Districts

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by making the following revisions to §125-54 thereof, or take any vote or votes in relation thereto:

[key to revisions: underlining = additions; ~~striketrough~~ = deletions]

§125-54 FLOODPLAIN DISTRICTS

B. FLOODPLAIN DISTRICT BOUNDARIES AND BASE FLOOD ELEVATION DATA

The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Harvard designated as Zone A and AE on the Worcester County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Worcester County FIRM that are wholly or partially within the Town of Harvard are panel numbers 25027C0292E, 25027C0294E, 25027C0311E, 25027C0312E, 25027C0313E, 25027C0314E, 25027C0316E, 25027C0318E, 25027C0457E, and 25027C0476E dated July 4, 2011 and; 25027C0477F, 25027C0478F, 25027C0479F, 25027C0481F and 25027C0483 dated July 16, 2014. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Worcester County Flood Insurance Study (FIS) report dated July 16, 2014. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Commission, Conservation Commission and Department of Public Works.

C. BASE FLOOD ELEVATION AND FLOODWAY DATA

- (1) Floodway Data. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

D. USE REGULATIONS

- (1) Reference to existing regulations
 - (a) The Floodplain District is established as an overlay district to all other districts. All development in the district, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following:

- [1] Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR);

(2) Other Use Regulations

- (a) In Zone AE, along watercourses that have a regulatory floodway designated on the Worcester County FIRM encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- (b) All subdivision proposals must be designed to assure that:
- [1] such proposals minimize flood damage;
 - [2] all public utilities and facilities are located and constructed to minimize or eliminate flood damage; and
 - [3] adequate drainage is provided to reduce exposure to flood hazards.
- (c) Existing contour intervals of site and elevations of existing structures must be included on plan proposal.
- (d) There shall be established a "routing procedure" which will circulate or transmit one copy of the development plan to the Conservation Commission, Planning Board, Board of Health, Building Commissioner and Department of Public Works for comments which will be considered by the appropriate permitting board prior to issuing applicable permits.

F. DEFINITIONS

ZONE AE (for new and revised maps) means the 100-year floodplain where the base flood elevation has been determined.

(Inserted by Planning Board)

The following motion was made by Joseph Hutchinson, 25 Westcott Road, Planning Board, and seconded,

I move that the Town amend Chapter 125 of the Code of the Town of Harvard , the Protective Bylaw, by making the revisions to §125-54 thereof as printed on pages 51 through 53 of the Finance Committee Report and Warrant for the 2014 Annual Town Meeting.

Voted greater than 2/3rds yes that Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by making the following revisions to §125-54 thereof:

[key to revisions: underlining = additions; ~~striketrough~~ = deletions]

§125-54 FLOODPLAIN DISTRICTS

B. FLOODPLAIN DISTRICT BOUNDARIES AND BASE FLOOD ELEVATION DATA

The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Harvard designated as Zone A and AE on the Worcester County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Worcester County FIRM that are wholly or partially within the Town of Harvard are panel numbers 25027C0292E, 25027C0294E, 25027C0311E, 25027C0312E, 25027C0313E, 25027C0314E, 25027C0316E, 25027C0318E, 25027C0457E, and 25027C0476E dated July 4, 2011 and; 25027C0477F, 25027C0478F, 25027C0479F, 25027C0481F and 25027C0483 dated July 16, 2014. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Worcester County Flood Insurance Study (FIS) report dated July 16, 2014. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Commission, Conservation Commission and Department of Public Works.

C. BASE FLOOD ELEVATION AND FLOODWAY DATA

- (1) Floodway Data. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

D. USE REGULATIONS

(1) Reference to existing regulations

- (a) The Floodplain District is established as an overlay district to all other districts. All development in the district, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following:

[1] Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR);

(2) Other Use Regulations

- (a) In Zone AE, along watercourses that have a regulatory floodway designated on the Worcester County FIRM encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

- (b) All subdivision proposals must be designed to assure that:
 - [1] such proposals minimize flood damage;
 - [2] all public utilities and facilities are located and constructed to minimize or eliminate flood damage; and
 - [3] adequate drainage is provided to reduce exposure to flood hazards.
- (c) Existing contour intervals of site and elevations of existing structures must be included on plan proposal.
- (d) There shall be established a "routing procedure" which will circulate or transmit one copy of the development plan to the Conservation Commission, Planning Board, Board of Health, Building Commissioner and Department of Public Works for comments which will be considered by the appropriate permitting board prior to issuing applicable permits.

F. DEFINITIONS

ZONE AE (for new and revised maps) means the 100-year floodplain where the base flood elevation has been determined.

The Planning Board recommended this article.

Approved by the Attorney General on June 10, 2014.

ARTICLE 45: Zoning – Amend Section 125-55 Medical Marijuana Treatment Centers

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by making the following revisions thereto relative to Medical Marijuana Treatment Centers, or take any vote or votes in relation thereto:

1.) by adding the following new definition to §125-2, Definitions, for Medical Marijuana Treatment Center:

“MEDICAL MARIJUANA TREATMENT CENTER - A not-for-profit entity registered under 105 CMR 725.100, to be known as a registered marijuana dispensary (RMD), that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana infused products (MIPs), tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.”; and

2.) *Amend the Protective Bylaw, by adding to §125-14, Large Scale Commercial Uses a new subsection G, Medical Marijuana Treatment Center, which will be allowed in the C District upon the grant of a special permit from the Planning Board, as follows:*

“G. Medical Marijuana Treatment Center: In the C district, a Medical Marijuana Treatment Center (MMTC), including registered marijuana dispensaries and indoor cultivation sites, may be allowed by special permit (see §125-46, Special Permits) authorized by the Planning Board if in compliance with site plan standards in §125-38 provided that:

- (1) no MMTC may be located closer than five hundred feet (500') from a park, playground, church or other religious use, school, licensed child care facility, other facility where minors regularly congregate, or another MMTC. This measurement shall be the shortest distance between the MMTC building and the property line of the use in question;
- (2) the total square footage of the MMTC shall not exceed 10,000 square feet;
- (3) the site plan shall show all exterior proposed security measures for the premises, including, but not limited to lighting, fencing, gates and alarms, ensuring the safety of employees and patrons and to protect the premises from theft or other criminal activity;
- (4) hours of operation shall be between 8:00 AM and 8:00 PM Monday thru Saturday; and
- (5) an applicant shall possess a Certification of Registration from the Mass. Department of Public Health as a Registered Marijuana Dispensary and complies with the Department's regulations at all times.”

(Inserted by Planning Board)

The following motion was made by Jim Breslauer, 130 Poor Farm Road, Planning Board, and seconded,

I move that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by making the revisions thereto relative to Medical Marijuana Treatment Centers, by i.) adding the new definition to §125-2, Definitions, for Medical Marijuana Treatment Center as printed on page 53 of the Finance Committee Report and Warrant for the 2014 Annual Town Meeting; and 2.) by adding to §125-14 thereof, Large Scale Commercial Uses a new subsection G, Medical Marijuana Treatment Center, which will be allowed in the C District upon the grant of a special permit from the Planning Board, as printed on page 54 of the Finance Committee Report and Warrant for the 2014 Annual Town Meeting with the revisions to said new subsection G as printed on page 19 of the document entitled “Town of Harvard 2014 Annual Town Meeting Planning Board Handouts Warrant Articles 40-46” and made available and distributed at this town meeting.

Voted greater than 2/3rds yes that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by making the following revisions thereto relative to Medical Marijuana Treatment Centers, or take any vote or votes in relation thereto:

.

§125-14, Large Scale Commercial Uses, by adding a new subsection G, Medical Marijuana Treatment Center, which will be allowed in the C District upon grant of a special permit from the Planning Board, as follows:

G. Medical Marijuana Treatment Center: In the C district, a Medical Marijuana Treatment Center (MMTC), including registered marijuana dispensaries and indoor cultivation sites, may be allowed by special permit (see §125-46, Special Permits) authorized by the Planning Board if in compliance with site plan standards in §125-38 provided that:

- (1) no MMTC may be located closer than five hundred feet (500') of a property in residential use, two hundred feet (200') of the Commercial district boundary, four hundred feet (400') of Ayer Road, or five hundred feet (500') of a school, church, child care facility, park, playground, an adult entertainment use, or another MMTC. This measurement shall be the shortest distance between the MMTC building and the property line of the use in question;
- (2) the total square footage of the MMTC shall not exceed six thousand (6,000) square feet;
- (3) the site plan shall show all exterior proposed security measures for the premises, including, but not limited to lighting, fencing, gates and alarms, ensuring the safety of employees and patrons and to protect the premises from theft or other criminal activity;
- (4) hours of operation shall be between 8:00 AM and 8:00 PM Monday thru Saturday; and
- (5) an applicant shall possess a Certification of Registration from the Mass. Department of Public Health as a Registered Marijuana Dispensary and complies with the Department's regulations at all times.

The Planning Board recommended this article.

Approved by the Attorney General on June 10, 2014.

ARTICLE 46: Zoning – Amendments re: Adult Entertainment

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by making the following revisions thereto relative to Adult Entertainment, or take any vote or votes in relation thereto:

1.) By adding to §125-2, Definitions, new definitions for Adult Entertainment Uses, as follows:

“Adult Bookstore – an establishment having as a substantial or significant portion of its stock in trade, books, magazines, and other matter which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in Massachusetts General Laws Chapter 272, Section 31.

Adult Motion Picture Theatre – an enclosed building used for presenting material distinguished by an emphasis on matter depicting, describing, or relating to sexual conduct or sexual excitement as defined in Massachusetts General Laws Chapter 272, Section 31.

Adult Paraphernalia Store – an establishment having as a substantial or significant portion of its stock devices, objects, tools, or toys which are distinguished or characterized by their association with sexual activity, including sexual conduct or sexual excitement as defined in Massachusetts General Laws Chapter 272, Section 31.

Adult Video Store – an establishment having as a substantial or significant portion of its stock in trade, videos, movies, or other film material which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in Massachusetts General Laws Chapter 272, Section 31.

Establishment which Displays Live Nudity for its Patrons – any establishment which provides live entertainment for its patrons, which includes the display of nudity, as that term is defined in Massachusetts General Laws Chapter 272, Section 31.

2.) by adding to §125-14, Large Scale Commercial Uses a new subsection H, Adult Entertainment, which uses will require a special permit from the Planning Board in the C District, as follows:

“H. Adult Entertainment Uses:

- (1) Purpose. This by-law is enacted pursuant to the Town's authority under the Home Rule Amendment to the Massachusetts Constitution to serve the compelling Town interest of preventing the clustering and concentration of adult entertainment enterprises as defined herein because of their deleterious effect on adjacent areas and in response to studies demonstrating their effect in generating crime and blight.
- (2) In the C district, an Adult Bookstore, Adult Video Store, Adult Paraphernalia Store, Adult Motion Picture Theatre, or Establishment which Displays Live Nudity for its Patrons may be allowed by special permit (see §125-46, Special Permits) authorized by the Planning Board if in compliance with site plan standards in §125-38 provided that:
 - (a) No such use may be located within five hundred feet (500') of a residential zoning district, school, church or other religious use, child care facility, park, playground or another Adult Entertainment Use.
 - (b) No Special Permit shall be issued to any person convicted of violating the provisions of M.G.L. Ch. 119, § 63 or M.G.L. 272, § 28.
 - (c) No store which rents and/or sells videos shall have any adult videos openly displayed in the same public viewing area as non-adult videos. Said adult videos shall be displayed in a separate room from the non-adult videos, which is to be constructed to prevent the view of adult video stock by the general public unless they enter the room itself. Said enclosure shall have only one entrance and be located to ensure proper

monitoring.

No pictures, publications, videotapes, movies, covers, or other implements, items, or advertising that fall within the definition of adult entertainment enterprise merchandise or are erotic, prurient, or related to violence, sadism, or sexual exploitation shall be displayed in the windows of, or on the building of any adult entertainment enterprise, or be visible to the public from pedestrian sidewalks or walkways or from other areas, public or semi-public, outside such establishments.”

(Inserted by Planning Board)

The following motion was made by Timothy Schmoyer, 278 Stow Road, Planning Board, and seconded,

I move that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by making the revisions thereto relative to Adult Entertainment, by i.) adding the new definitions to §125-2, Definitions, for Adult Entertainment Uses as printed on page 54 of the Finance Committee Report and Warrant for the 2014 Annual Town Meeting; and 2.) by adding to §125-14 thereof, Large Scale Commercial Uses a new subsection H, Adult Entertainment Uses, which will be allowed in the C District upon the grant of a special permit from the Planning Board, as printed on page 55 of the Finance Committee Report and Warrant for the 2014 Annual Town Meeting with the revisions to said new definitions and subsection G as printed on pages 20 and 21 of the document entitled “Town of Harvard 2014 Annual Town Meeting Planning Board Handouts Warrant Articles 40-46” and made available and distributed at this town meeting.

Voted greater than 2/3rds yes that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard by making the following revisions thereto relative to Adult Entertainment:

Amend the Protective Bylaw, §125-2, Definitions

Adult Video Store – an establishment having as a substantial or significant portion of its stock in trade, videos, any visual material, movies, digital media, or other film material which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in Massachusetts General Law Chapter 272, Section 31.

Amend the Protective Bylaw, §125-14, Large Scale Commercial Uses, by adding a new subsection H, Adult Entertainment, which uses will require a special permit from the Planning Board in the C District, as follows:

H. Adult Entertainment Uses:

- (1) Purpose. This by-law is enacted pursuant to the Town's authority under the Home Rule Amendment to the Massachusetts Constitution to serve the compelling Town interest of preventing the clustering and concentration of adult entertainment enterprises as defined herein because of their deleterious effect on adjacent areas and in response to studies demonstrating their effect in generating crime and blight.

(2) In the C district, an Adult Bookstore, Adult Video Store, Adult Paraphernalia Store, Adult Motion Picture Theatre, or Establishment which Displays Live Nudity for its Patrons may be allowed by special permit (see §125-46, Special Permits) authorized by the Planning Board if in compliance with site plan standards in §125-38 provided that:

- (a) No such use may be located within five hundred feet (500') of a property in residential use, two hundred feet (200') of the Commercial district boundary, four hundred feet (400'), or five hundred feet (500') of a school, church, child care facility, park, playground or another Adult Entertainment Use.
- (b) No Special Permit shall be issued to any person convicted of violating the provisions of M.G.L. Ch. 119, § 63 or M.G.L. 272, § 28.
- (c) No store which rents and/or sells videos shall have any adult videos openly displayed in the same public viewing area as non-adult videos. Said adult videos shall be displayed in a separate room from the non-adult videos, which is to be constructed to prevent the view of adult video stock by the general public unless they enter the room itself. Said enclosure shall have only one entrance and be located to ensure proper monitoring.
- (d) No pictures, publications, videotapes, movies, covers, or other implements, items, or advertising that fall within the definition of adult entertainment enterprise merchandise or are erotic, prurient, or related to violence, sadism, or sexual exploitation shall be displayed in the windows of, or on the building of any adult entertainment enterprise, or be visible to the public from pedestrian sidewalks or walkways or from other areas, public or semi-public, outside such establishments.

The Planning Board recommended this article.

This article was NOT approved by the Attorney General.

(Article 47 was taken after article 38.)

**ARTICLE 47: HOME RULE LEGISLATION – MANAGE OTHER POST-
EMPLOYMENT BENEFITS LIABILITY OF THE TOWN OF
HARVARD**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth to pass Special Legislation under the Home Rule Amendment to the Massachusetts Constitution or pass any vote or votes in relation thereto the following Act:

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

AN ACT TO MANAGE THE OTHER POST-EMPLOYMENT BENEFITS LIABILITY OF THE TOWN OF HARVARD

SECTION 1. Notwithstanding any general or special law to the contrary including, but not limited to chapter 32B of the General Laws, the Town of Harvard, in the discretion of its board of selectmen, may adopt eligibility rules and regulations, establishing, and changing from time to time, eligibility and/or premium contribution rates based on one or more of the following factors:

- (1) Years of service as an employee of the town of Harvard;
- (2) Years of creditable service for the purposes of chapter 32 of the General Laws;
- (3) Receipt of a retirement allowance/pension under chapter 32 of the General Laws;
- (4) The length of time between the employee's separation from employment and application for retirement benefits under chapter 32 of the General Laws, including the application for and/or receipt of such allowance/pension immediately after the separation of employment from the town of Harvard;
- (5) Participation in the town of Harvard's health plan at the time of retirement and/or for a period of time prior thereto;
- (6) Age, provided no benefit shall be offered to younger retirees that is not also available to older similarly-situated retirees on the same terms;
- (7) Status as a retired employee, surviving spouse of a retired or deceased employee, or dependent of retired or deceased employee;
- (8) Date of hire;
- (9) Date of retirement;
- (10) Reason for separation from employment;
- (11) Average hours worked over a defined period of time;
- (12) And any other such factor the town of Harvard deems necessary and appropriate to limit its Other Post-Employment Benefit Liability.

SECTION 2. The Town of Harvard, in establishing premium contribution rates, may set, and change from time to time, different premium contribution rates based upon the criteria set forth above including, but not limited to, the prorating of premium contributions based on the average

number of hours worked over a defined period of time; provided said premium contribution rates shall be otherwise subject to the requirements of sections 7, 7A, 9, 9A, 9B, 9C, 9D, 9D½, 9D¾, 9E, 9G and/or 16, as accepted, of chapter 32B of the General Laws.

SECTION 3. Nothing in this special act shall result in the termination of the health coverage of a retiree, surviving spouse or dependent who is currently participating in the town of Harvard's health plan; provided said individual(s) continue to participate in said health plan.

SECTION 4. The implementation of any rules in accordance with this special act shall not be subject to collective bargaining pursuant to chapter 150E of the General Laws or any other general or special law to the contrary.

SECTION 5. Nothing in this special act shall limit or in any way restrict the Town of Harvard in the exercise of its rights under chapter 32B of the General Laws.

SECTION 6: This act shall be effective upon passage.
(Inserted by Board of Selectmen)

The following motion was made by Stuart Sklar, 39 Scott Road, Board of Selectmen, and seconded,

I move that the Town authorize the Board of Selectmen to petition the General Court of the Commonwealth to pass a special act under the Home Rule Amendment to the Massachusetts Constitution relative to Other Post-Employment Benefit Liability substantially the same as the proposed special act printed on pages 55 and 56 of the Finance Committee Report and Warrant for the 2014 Annual Town Meeting.

A motion by Paul Morris, 14 Lovers Lane, and seconded, to amend the article by eliminating section 4 was defeated, majority no.

A motion by Laura Andrews, 13 Scott Road, and seconded, to move the question was voted greater than 2/3rds yes.

Voted majority yes to authorize the Board of Selectmen to petition the General Court of the Commonwealth to pass Special Legislation under the Home Rule Amendment to the Massachusetts Constitution or pass any vote or votes in relation thereto the following Act:

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

AN ACT TO MANAGE THE OTHER POST-EMPLOYMENT BENEFITS LIABILITY OF THE TOWN OF HARVARD

SECTION 1. Notwithstanding any general or special law to the contrary including, but not limited to chapter 32B of the General Laws, the Town of Harvard, in the discretion of its board of selectmen, may adopt eligibility rules and regulations, establishing, and changing from time to time, eligibility and/or premium contribution rates based on one or more of the following factors:

- (1) Years of service as an employee of the town of Harvard;
- (2) Years of creditable service for the purposes of chapter 32 of the General Laws;
- (3) Receipt of a retirement allowance/pension under chapter 32 of the General Laws;
- (4) The length of time between the employee's separation from employment and retirement benefits under chapter 32 of the General Laws, including the application for and/or receipt of such allowance/pension immediately after the separation of employment from the town of Harvard;
- (5) Participation in the town of Harvard's health plan at the time of retirement and/or for a period of time prior thereto;
- (6) Age, provided no benefit shall be offered to younger retirees that is not also available to older similarly-situated retirees on the same terms;
- (7) Status as a retired employee, surviving spouse of a retired or deceased employee, or dependent of retired or deceased employee;
- (8) Date of hire;
- (9) Date of retirement;
- (10) Reason for separation from employment;
- (11) Average hours worked over a defined period of time;
- (12) And any other such factor the town of Harvard deems necessary and appropriate to limit its Other Post-Employment Benefit Liability.

SECTION 2. The Town of Harvard, in establishing premium contribution rates, may set, and change from time to time, different premium contribution rates based upon the criteria set forth above including, but not limited to, the prorating of premium contributions based on the average number of hours worked over a defined period of time; provided said premium contribution rates shall be otherwise subject to the requirements of sections 7, 7A, 9, 9A, 9B, 9C, 9D, 9D½, 9D¾, 9E, 9G and/or 16, as accepted, of chapter 32B of the General Laws.

SECTION 3. Nothing in this special act shall result in the termination of the health coverage of a retiree, surviving spouse or dependent who is currently participating in the town of Harvard's health plan; provided said individual(s) continue to participate in said health plan.

SECTION 4. The implementation of any rules in accordance with this special act shall not be subject to collective bargaining pursuant to chapter 150E of the General Laws or any other general or special law to the contrary.

SECTION 5. Nothing in this special act shall limit or in any way restrict the Town of Harvard in the exercise of its rights under chapter 32B of the General Laws.

SECTION 6: This act shall be effective upon passage.

ARTICLE 48: HOME RULE LEGISLATION - TO MAKE COMMUNITY SOLAR SHARES EXEMPT FROM LOCAL TAXATION

To see if the Town will vote to instruct the Board of Selectmen to file a Home Rule Petition with the General Court of the Commonwealth of Massachusetts to enact a special act which provides that, notwithstanding any provisions of the Massachusetts General Laws to the contrary, shares in a community solar energy system constructed in the Town of Harvard shall be exempt from local taxation on the same basis as if the shares were installed on the properties of the residential and/or non-utility business share owners.

(Inserted by Petition)

The following motion was made by Libby Levison, 15 Old Shirley Road, and seconded,

I move that the Town of Harvard instruct its Board of Selectmen to file a Home Rule Petition with the General Court of the Commonwealth of Massachusetts to enact a special act as follows.

SECTION 1. Notwithstanding any general or special law to the contrary, any community shared solar energy system, located within the town of Harvard, shall be exempt from taxes imposed by chapter 59 of the General Laws.

For the purposes of this section, "community shared solar energy system" shall mean a solar powered system or device or a combination of solar powered systems or devices collectively owned by residents or non utility businesses that are placed on property owned by a cooperating local property owner, nonprofit organization or non utility business for the purpose of heating or otherwise supplying not more than 125 per cent of the annual energy needs of each of the owners of the system or device; provided, however, that (i) the ownership units shall be less than or equal to 25 kilowatts each and (ii) the owner of a community solar energy system unit shall receive an exemption in proportion to the owner's share of the system, as determined by the proportion of energy generated for use by the owner.

SECTION 2. This act shall take effect on January 1, 2015.

A motion by Marie Sobalvarro, 1 St. John Lane, to amend the second paragraph in Section 1 by adding residents "in the Town of Harvard" and businesses "in the Town of Harvard", was not accepted by the petitioners, and was withdrawn.

A motion by Laura Andrews, 13 Scott Road, to amend the first paragraph in Section 1 by adding, after the word taxes "for a period of 20 years from the date of installation", was seconded and accepted by the petitioners.

A motion by Lucy Wallace, 18 Orchard Hill, to move the question, was seconded and voted greater than 2/3rds yes.

Voted majority yes that the Town of Harvard instruct its Board of Selectmen to file a Home Rule Petition with the General Court of the Commonwealth of Massachusetts to enact a special act as follows.

SECTION 1. Notwithstanding any general or special law to the contrary, any community shared solar energy system, located within the town of Harvard, shall be exempt from taxes, for a period of 20 years from the date of installation, imposed by chapter 59 of the General Laws.

For the purposes of this section, “community shared solar energy system” shall mean a solar powered system or device or a combination of solar powered systems or devices collectively owned by residents or non utility businesses that are placed on property owned by a cooperating local property owner, nonprofit organization or non utility business for the purpose of heating or otherwise supplying not more than 125 per cent of the annual energy needs of each of the owners of the system or device; provided, however, that (i) the ownership units shall be less than or equal to 25 kilowatts each and (ii) the owner of a community solar energy system unit shall receive an exemption in proportion to the owner’s share of the system, as determined by the proportion of energy generated for use by the owner.

SECTION 2. This act shall take effect on January 1, 2015.

[Articles 49 through 53 were taken out of order after article 37 on the first evening. See wording after Article 37.]

The first session on April 1, which was adjourned at 9:30 PM, covered Articles 1 through 37 and 49 through 53. The second session on April 2 covered Articles 38 through 48 and was dissolved at 10:10 PM

Debbie Ricci was recognized as the Citizen of Note.

Checkers for the meeting were Patti Anklam , Lisa Dagdigian, Jim DeZutter, and Debbie Kaegebein, on the first night, and Patti Anklam, Marge Darby, Rhonda Sprague, and Carol Lee Tonge on the second night. They checked in 341 voters out of a total of 4089 registered voters (3899 active voters) on April 1, and 267 voters on April 2.

Tellers for the meeting were Moe Dancause, Libby Levison, Bruce Nickerson, Phil Knoettner, Bob Sullebarger, and Jim Ware.

Respectfully submitted,

Janet A.Vellante
Town Clerk

TOWN ELECTION

April 8, 2014

The Annual Town Election was held on April 8, 2014, in the Bromfield School Cafeteria. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4089 registered voters (3899 active voters) and a total of 658 persons (17% of the active voters) cast their votes with the following results:

MODERATOR

for one year

Vote for ONE

Robert E. Eubank	564
Scatterings	2
Blanks	92

SELECTMAN

for three years

Vote for not more than TWO

Ronald V. Ricci	428
Marie Crowley Sobalvarro	498
Scatterings	4
Blanks	386

CEMETERY COMMISSIONER

for three years

Vote for ONE

John J. Spero	508
Scatterings	0
Blanks	150

COMMUNITY PRESERVATION COMMITTEE

for three years

Vote for not more than TWO

M. Elizabeth L. Williams	359
Tina R. Allen	225
John W. Lee, Jr.	473
Scatterings	0
Blanks	259

CONSTABLE

for one year

Vote ONE

Kerry L. Curley	237
Gregory A. Newman	342

Scatterings	0
Blanks	79

HARVARD BOARD OF HEALTH

for three years	Vote for ONE
-----------------	--------------

Thomas C. Philippou	482
Scatterings	1
Blanks	175

LIBRARY TRUSTEE

for three years	Vote for not more than TWO
-----------------	----------------------------

Mary Abigail Coolidge	503
Charles F. Redinger	491
Scatterings	1
Blanks	321

PARK AND RECREATION COMMISSIONER

for three years	Vote for not more than TWO
-----------------	----------------------------

Anne W. McWaters	306
Wyona M. Lynch-McWhite	392
Steven E. Victorson	386
Scatterings	1
Blanks	231

PARK AND RECREATION COMMISSIONER

for one year	Vote for ONE
--------------	--------------

Steven J. Gordon	501
Scatterings	1
Blanks	156

PLANNING BOARD

for three years	Vote for not more than TWO
-----------------	----------------------------

Don Neil Graham	436
Erin McBee	448
Scatterings	0
Blanks	432

SCHOOL COMMITTEE MEMBER

for three years	Vote for not more than TWO
-----------------	----------------------------

SusanMary Redinger	477
Jennifer S. Bedford	447
Scatterings	2
Blanks	390

TREE WARDEN

for one year

Vote for ONE

Christian A. Bilodeau	554
Scatterings	0
Blanks	104

WARNER FREE LECTURE SOCIETY TRUSTEE

for three years

Vote for not more than TWO

Mary F. Maxwell	490
Lisa L. Foley	473
Scatterings	0
Blanks	353

QUESTION #1: Replace Spalling Concrete Capital Outlay Expenditure Exclusion.

Shall the town of Harvard be allowed to assess an additional \$115,000.00 in real estate and personal property taxes for the purposes of replacing the spalling concrete in the front entrance and walkways of The Bromfield School for the fiscal year beginning July first, two thousand and fourteen?

Yes	412
No	192
Blanks	54

***** See note below**

QUESTION #2: Front End Loader Capital Outlay Expenditure Exclusion.

Shall the town of Harvard be allowed to assess an additional \$160,000.00 in real estate and personal property taxes for the purposes of purchasing a new front end loader for the DPW for the fiscal year beginning July first, two thousand and fourteen?

Yes	379
No	252
Blanks	27

*** The article associated with question one was withdrawn at the Annual Town Meeting on April 1, 2014.

The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 8:41 p.m.

Fifteen (15) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante
Town Clerk

STATE PRIMARY

September 9, 2014

The State Primary was held on September 9, 2014, in the Bromfield School cafeteria. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4149 registered voters (3940 active voters) and a total of 840 persons (21 % of the active voters) cast their votes with the following results:

DEMOCRATIC PARTY VOTES – 654

SENATOR IN CONGRESS

Edward J. Markey	525
Scatterings	6
Blanks	123

GOVERNOR

Donald M. Berwick	201
Martha Coakley	277
Steven Grossman	175
Scatterings	0
Blanks	1

LIEUTENANT GOVERNOR

Lelund Cheung	212
Stephen J. Kerrigan	243
Michael E. Lake	52
Scatterings	0
Blanks	147

ATTORNEY GENERAL

Maura Healey	463
Warren E. Tolman	157
Scatterings	0
Blanks	34

SECRETARY OF STATE

William Francis Galvin	509
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Scatterings	1
Blank	144
<u>TREASURER</u>	
Thomas P. Conroy	149
Barry R. Finegold	165
Deborah B. Goldberg	220
Scatterings	0
Blanks	120
<u>AUDITOR</u>	
Suzanne M. Bump	450
Scatterings	1
Blanks	203
<u>REPRESENTATIVE IN CONGRESS – third district</u>	
Nicola S. Tsongas	546
Scatterings	2
Blanks	106
<u>COUNCILLOR – third district</u>	
Marilyn M. Petitto Devaney	287
Charles N. Shapiro	142
Scatterings	0
Blanks	225
<u>SENATOR IN GENERAL COURT – Middlesex & Worcester district</u>	
James B. Eldridge	539
Scatterings	2
Blanks	113
<u>REPRESENTATIVE IN GENERAL COURT – thirty-seventh Middlesex district</u>	
Jennifer E. Benson	515
Scatterings	1
Blanks	138
<u>DISTRICT ATTORNEY - middle district</u>	
Joseph D. Early, Jr.	453
Scatterings	2
Blanks	199
<u>REGISTER OF PROBATE – Worcester County</u>	
Stephen G. Abraham	433
Scatterings	2
Blanks	219

REPUBLICAN PARTY VOTES – 186

SENATOR IN CONGRESS

Brian J. Herr	137
Scatterings	0
Blanks	49

GOVERNOR

Charles D. Baker	122
Mark R. Fisher	63
Scatterings	0
Blanks	1

LIEUTENANT GOVERNOR

Karyn E. Polito	149
Scatterings	0
Blanks	37

ATTORNEY GENERAL

John B. Miller	142
Scatterings	0
Blanks	44

SECRETARY OF STATE

David D'Arcangelo	138
Scatterings	0
Blanks	48

TREASURER

Michael James Heffernan	136
Scatterings	0
Blanks	50

AUDITOR

Patricia S. Saint Aubin	132
Scatterings	0
Blanks	54

REPRESENTATIVE IN CONGRESS – third district

Roseann L. Ehrhard Wofford	131
Scatterings	0
Blanks	55

COUNCILLOR – third district

Scatterings	1
Blanks	185

SENATOR IN GENERAL COURT – Middlesex & Worcester district

Scatterings	2
Blanks	177
Paul Ferro (write-in)	7

REPRESENTATIVE IN GENERAL COURT – thirty-seventh Middlesex district

Scatterings	2
Blanks	184

DISTRICT ATTORNEY - middle district

Scatterings	1
Blanks	185
<u>REGISTER OF PROBATE – Worcester County</u>	
Stephanie K. Fattman	128
Scatterings	0
Blanks	58

The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 9:11 PM.

Twenty-six (26) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante
Town Clerk

SPECIAL CITIZENS CAUCUS September 27, 2014

The meeting was called to order in the Town Hall Meeting Room on Saturday, September 27, 2014, at 7:00 p.m., by Town Clerk Janet Vellante.

On motions made, seconded, and voted unanimously,

Janet Wilhelm was elected Chairman

Audrey Ball was elected Secretary of the Caucus.

The following persons were nominated from the floor for the Board of Selectmen as identified below.

<u>Position</u>	<u>Nominee</u>	<u>Vote</u>
SELECTMAN		
one position until 2017 Town Election		
	Deborah Thomson	Unanimous
	Kenneth Swanton	Unanimous

The meeting dissolved at 7:04 p.m.

Audrey Ball and Mary Jarvis checked in 33 (thirty-three) voters out of 4157 registered voters (3949 active voters).

Respectfully submitted, Audrey Ball Caucus Secretary

SPECIAL TOWN MEETING

October 29, 2014

The meeting was called to order in the Bromfield Cronin Auditorium at 7:05 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
Mark Lanza	Town Counsel
Lorraine Leonard	Finance Director
Richard Sicard	Fire Chief
Drayton Fair	LLB Architects

ARTICLE 1: PAY BILL(S) OF PRIOR FISCAL YEARS

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum or sums of money to pay bills of Fiscal Year 2014, or pass any vote or votes in relation thereto.

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

Voted unanimously yes that the Town transfer the sum of \$1,043.16. from Fiscal Year 2014 Certified Free Cash to pay the following outstanding bills of Fiscal Year 2014: (1) \$787.50. for CAI Technologies; and (2) \$255.66 for Belmont Springs.

ARTICLE 2: AMEND TOWN BUDGET – REDUCE RAISE AND APPROPRIATE

To see if the Town will vote to amend the FY2015 Budget approved at the April 1, 2014 Annual Town Meeting Article 7 by reducing the raise by taxation amount from \$21,952,080. to \$21,794,580 and by transferring from Ambulance Receipts Reserved for Appropriation account a sum of \$157,500., or pass any vote or votes in relation thereto.

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

Voted majority yes that the Town amend its vote under Article 7 of the Warrant for the 2014 Annual Town Meeting as to the funding sources for the Fiscal Year 2015 Budget by reducing the amount to be raised by taxation from \$21,952,080. to \$21,794,580. and by transferring from Ambulance Receipts Reserved for Appropriation Account the sum of \$157,500., without any change to the total amount appropriated for said budget.

ARTICLE 3: CONTRACT(S) –WAGES and EXPENSES

To see if the Town will vote to raise and appropriate or transfer from available funds such sums as are necessary to be added to Article 7 of the April 1, 2014 Annual Town Meeting Warrant budget, in order to fund collective bargaining agreement(s), or pass any vote or votes in relation thereto.

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

Voted unanimously yes that the sum of \$15,594. be raised by taxation and appropriated to fund the Collective Bargaining Agreement between the Town and Department of Public Works Union and that the amount appropriated for the Fiscal Year 2015 Omnibus Budget under Article 7 of the Warrant for the 2014 Annual Town Meeting printed on page 28 of the Finance Committee book printed for said town meeting be increased by adding \$14,594. to Line 33 and by adding \$1,000 to Line 34 thereof.

A motion by Marie Sobalvarro, 1 St. John Lane, Human Resources, to move Article 5 before Article 4 was seconded and voted greater than 2/3rds yes.

ARTICLE 4: REPORT OF THE BOARD OF SELECTMEN – TOWN HALL

To see if the Town will hear the report of the Board of Selectmen regarding an update on the Town Hall Building Project and to authorize the Board of Selectmen to proceed with the project and to lease space for relocating the town offices or take any vote or votes in relation thereto. (Inserted by Board of Selectmen)

The following motion was made by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

I move that the Town a.) hear the report of the Board of Selectmen regarding an update on the Town Hall Building Project; b.) authorize the Board of Selectmen to proceed with the repair, restoration and renovation of the Town Hall conforming substantially, with the exception of minor modifications, to Plan 1b dated October 29, 2014, a copy of which plan is on file in the Office of the Town Clerk; and c.) authorize the Town, acting by and through its Board of Selectmen, to lease, as lessee, space for a period not to exceed eighteen months for the temporary relocation of the Town Offices during the repair, restoration and renovation of Town Hall.

The Finance Committee voted unanimously yes to recommend the full motion.

Voted unanimously yes to a.) hear the report of the Board of Selectmen regarding an update on the Town Hall Building Project

Part b.):

The following motion was made by Billy Salter, 3 Elm Street, and seconded,

I move that the Town vote to approve and authorize Board of Selectmen to proceed with repair,

restoration and renovation of the Town Hall conforming substantially to Plan 1B dated October 29, 2014, provided Plan 1B shall be modified such that it incorporates the "Best Practice" recommendations of the "Holland report," is explicitly intended to meet the needs of Town Hall staff and volunteer government, including appropriate support space and storage and a room with capacity of at least 40 for the BoS and similar meetings, complies with building codes without exception, and does not exceed \$3,970,000, as approved at ATM of April 28, 2012, article 18, to be expended under the direction of the BoS and a building or construction committee.

The Board of Selectmen did not accept the amendment.

A motion to amend the amendment to include the exterior only was made by Tim Schmoyer, 278 Stow Road but was not seconded.

A motion by Bruce Nickerson, 212 Stow Road, to move the amendment, was seconded and voted greater than 2/3rds yes.

The Salter amendment was voted majority no.

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

Voted unanimously yes b.) to authorize the Board of Selectmen to proceed with the repair, restoration and renovation of the Town Hall conforming substantially, with the exception of minor modifications, to Plan 1b dated October 29, 2014, a copy of which plan in on file in the Office of the Town Clerk.

Part c.):

A motion by Chuck Agosta, 124 Bolton Road, to move the question, was seconded and voted greater than 2/3rds yes.

Voted greater than 2/3rds yes c.) to authorize the Town, acting by and through its Board of Selectmen, to lease, as lessee, space for a period not to exceed eighteen months for the temporary relocation of the Town Offices during the repair, restoration and renovation of Town Hall.

ARTICLE 5: BOARD OF SELECTMEN AND PERSONNEL BOARD – AMEND CHAPTER 78 OF THE CODE OF HARVARD

To see if the Town will vote to amend Chapter 78, Personnel, of its General Bylaws to codify the role of the Assistant Town Administrator – Human Resources, to make clarifications as are necessary to make Chapter 78 consistent throughout with regard to Paid Time Off and to make other such changes to be consistent with law or common practice, as described in a document titled, "Chapter 78. Personnel Bylaw Amendment", a copy of which is on file at Town Clerk's Office and available for public inspection during regular business hours; or pass any vote or votes in relation thereto.

On a motion by Stuart Sklar, 39 Scott Road, Board of Selectmen, and seconded,

Voted majority yes that the Town amend Chapter 78, Personnel, of the Town Code to a.) codify the role of the Assistant Town Administrator – Human Resources; b.) make revisions for the purpose of clarification as are necessary to make said Chapter 78 consistent throughout with regard to Paid Time Off; and c.) make other such changes to be consistent with law or common practice, as set forth in a document entitled, “Chapter 78. Personnel Bylaw Amendment”, a copy of which is on file at Town Clerk’s Office and available on the white, three page, double sided handout at this special town meeting.

ARTICLE 6: FISCAL YEAR 2014 CERTIFIED FREE CASH

To see if the Town will vote to transfer a sum of money from Fiscal Year 2014 Certified Free Cash to the Capital Stabilization and Investment Fund, or pass any vote or votes in relation thereto.

On a motion by Alice vonLoesecke, 84 Warren Avenue, Finance Committee, and seconded,

Voted greater than 2/3rds yes that the Town transfer the balance of the Fiscal Year 2014 Certified Free Cash, \$615,773.84. to the Capital Stabilization and Investment Fund.

ARTICLE 7: REFURBISH FIRE 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 Fire Chief, with the approval of the Board of Selectmen, to refurbish the Pumper Truck, with unexpended funds as of June 30, 2016 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Stuart Sklar, 39 Scott Road, Board of Selectmen, and seconded,

Voted majority yes to take no action.

The meeting was dissolved at 9:09 PM

Checkers for the meeting were Patti Anklam, Paul Green, Fran Maiore and Janet Wilhelm. They checked in 211 voters out of a total of 4171 registered voters (3971 active voters).

Respectfully submitted,

Janet A. Vellante
Town Clerk

STATE ELECTION

November 4, 2014

The State Election was held on November 4, 2014, in the Bromfield School cafeteria. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4171 registered voters (3971 active voters) and a total of 2715 persons (68.4 % of the active voters) cast their votes with the following results:

SENATOR IN CONGRESS

Edward J. Markey	Democratic	1602
Brian J. Herr	Republican	981
Scatterings		0
Blanks		132

GOVERNOR AND LIEUTENANT GOVERNOR

Baker and Polito	Republican	1221
Coakley and Kerrigan	Democratic	1318
Falchuk and Jennings	United Independent Party	73
Lively and Saunders	Independent	56
McCormick and Post	Independent	11
Scatterings		0
Blanks		36

ATTORNEY GENERAL

Maura Healey	Democratic	1582
John B. Miller	Republican	982
Scatterings		0
Blanks		151

SECRETARY OF STATE

William Francis Galvin	Democratic	1701
David D'Arcangelo	Republican	729
Daniel L. Factor	Green-Rainbow	136
Scatterings		0
Blanks		148

TREASURER

Deborah B. Goldberg	Democratic	1354
Michael James Heffernan	Republican	1010
Ian T. Jackson	Green-Rainbow	118

Scatterings	0
Blanks	233

AUDITOR

Suzanne M. Bump	Democratic	1353
Particia S. Saint Aubin	Republican	982
MK Merelice	Green-Rainbow	116
Scatterings	0	
Blanks	264	

REPRESENTATIVE IN CONGRESS (Third District)

Nicola S. Tsongas	Democratic	1693
Roseann L. Ehrhard Wofford	Republican	938
Scatterings	0	
Blanks	84	

COUNCILLOR (Third District)

Marilyn M. Petitto Devaney	Democratic	1370
Thomas Sheff	Independent	844
Scatterings	0	
Blanks	501	

SENATOR IN GENERAL COURT (Middlesex and Worcester District)

James B. Eldridge	Democratic	1918
Scatterings	37	
Blanks	760	

REPRESENTATIVE IN GENERAL COURT (37th Middlesex District)

Jennifer E. Benson	Democratic	1870
Scatterings	38	
Blanks	807	

DISTRICT ATTORNEY (Middle District)

Joseph D. Early, Jr.	Democratic	1821
Scatterings	37	
Blanks	857	

REGISTER OF PROBATE (Worcester County)

Stephen G. Abraham	Democratic	1363
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Stephanie K. Fattman	Republican	1013
Scatterings		0
Blanks		339

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would eliminate the requirement that the state's gasoline tax, which was 24 cents per gallon as of September 2013, (1) be adjusted every year by the percentage change in the Consumer Price Index over the preceding year, but (2) not be adjusted below 21.5 cents per gallon.

A YES VOTE would eliminate the requirement that the state's gas tax be adjusted annually based on the Consumer Price Index.

A NO VOTE would make no change in the laws regarding the gas tax.

Yes	1251
No	1287
Blanks	177

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would expand the state's beverage container deposit law, also known as the Bottle Bill, to require deposits on containers for all non-alcoholic non-carbonated drinks in liquid form intended for human consumption, except beverages primarily derived from dairy products, infant formula, and FDA approved medicines. The proposed law would not cover containers made of paper-based biodegradable material and aseptic multi-material packages such as juice boxes or pouches.

The proposed law would require the state Secretary of Energy and Environmental Affairs (EEA) to adjust the container deposit amount every five years to reflect (to the nearest whole cent) changes in the consumer price index, but the value could not be set below five cents.

The proposed law would increase the minimum handling fee that beverage distributors must pay dealers for each properly returned empty beverage container, which was 2¼ cents as of September 2013, to 3½ cents. It would also increase the minimum handling fee that bottlers must pay distributors and dealers for each properly returned empty reusable beverage container, which

was 1 cent as of September 2013, to 3½ cents. The Secretary of EEA would review the fee amounts every five years and make appropriate adjustments to reflect changes in the consumer price index as well as changes in the costs incurred by redemption centers. The proposed law defines a redemption center as any business whose primary purpose is the redemption of beverage containers and that is not ancillary to any other business.

The proposed law would direct the Secretary of EEA to issue regulations allowing small dealers to seek exemptions from accepting empty deposit containers. The proposed law would define small dealer as any person or business, including the operator of a vending machine, who sells beverages in beverage containers to consumers, with a contiguous retail space of 3,000 square feet or less, excluding office and stock room space; and fewer than four locations under the same ownership in the Commonwealth. The proposed law would require that the regulations consider at least the health, safety, and convenience of the public, including the distribution of dealers and redemption centers by population or by distance or both.

The proposed law would set up a state Clean Environment Fund to receive certain unclaimed container deposits. The Fund would be used, subject to appropriation by the state Legislature, to support programs such as the proper management of solid waste, water resource protection, parkland, urban forestry, air quality and climate protection.

The proposed law would allow a dealer, distributor, redemption center or bottler to refuse to accept any beverage container that is not marked as being refundable in Massachusetts.

The proposed law would take effect on April 22, 2015.

A *YES VOTE* would expand the state's beverage container deposit law to require deposits on containers for all non-alcoholic, non-carbonated drinks with certain exceptions, increase the associated handling fees, and make other changes to the law.

A *NO VOTE* would make no change in the laws regarding beverage container deposits.

Yes	1136
No	1520
Blanks	59

QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would (1) prohibit the Massachusetts Gaming Commission from issuing any license for a casino or other gaming establishment with table games and slot machines, or any license for a gaming establishment with slot machines; (2) prohibit any such casino or slots gaming under any such licenses that the Commission might have issued before the proposed law

took effect; and (3) prohibit wagering on the simulcasting of live greyhound races.

The proposed law would change the definition of “illegal gaming” under Massachusetts law to include wagering on the simulcasting of live greyhound races, as well as table games and slot machines at Commission-licensed casinos, and slot machines at other Commission-licensed gaming establishments. This would make those types of gaming subject to existing state laws providing criminal penalties for, or otherwise regulating or prohibiting, activities involving illegal gaming.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

A YES VOTE would prohibit casinos, any gaming establishment with slot machines, and wagering on simulcast greyhound races.

A NO VOTE would make no change in the current laws regarding gaming.

Yes	1524
No	1125
Blanks	66

QUESTION 4: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

Employees who work for employers having eleven or more employees could earn and use up to 40 hours of paid sick time per calendar year, while employees working for smaller employers could earn and use up to 40 hours of unpaid sick time per calendar year.

An employee could use earned sick time if required to miss work in order (1) to care for a physical or mental illness, injury or medical condition affecting the employee or the employee’s child, spouse, parent, or parent of a spouse; (2) to attend routine medical appointments of the employee or the employee’s child, spouse, parent, or parent of a spouse; or (3) to address the effects of domestic violence on the employee or the employee’s dependent child. Employees would earn one hour of sick time for every 30 hours worked, and would begin accruing those hours on the date of hire or on July 1, 2015, whichever is later. Employees could begin to use earned sick time on the 90th day after hire.

The proposed law would cover both private and public employers, except that employees of a particular city or town would be covered only if, as required by the state constitution, the proposed law were made applicable by local or state legislative vote or by appropriation of

sufficient funds to pay for the benefit. Earned paid sick time would be compensated at the same hourly rate paid to the employee when the sick time is used.

Employees could carry over up to 40 hours of unused sick time to the next calendar year, but could not use more than 40 hours in a calendar year. Employers would not have to pay employees for unused sick time at the end of their employment. If an employee missed work for a reason eligible for earned sick time, but agreed with the employer to work the same number of hours or shifts in the same or next pay period, the employee would not have to use earned sick time for the missed time, and the employer would not have to pay for that missed time. Employers would be prohibited from requiring such an employee to work additional hours to make up for missed time, or to find a replacement employee.

Employers could require certification of the need for sick time if an employee used sick time for more than 24 consecutively scheduled work hours. Employers could not delay the taking of or payment for earned sick time because they have not received the certification. Employees would have to make a good faith effort to notify the employer in advance if the need for earned sick time is foreseeable.

Employers would be prohibited from interfering with or retaliating based on an employee's exercise of earned sick time rights, and from retaliating based on an employee's support of another employee's exercise of such rights.

The proposed law would not override employers' obligations under any contract or benefit plan with more generous provisions than those in the proposed law. Employers that have their own policies providing as much paid time off, usable for the same purposes and under the same conditions, as the proposed law would not be required to provide additional paid sick time.

The Attorney General would enforce the proposed law, using the same enforcement procedures applicable to other state wage laws, and employees could file suits in court to enforce their earned sick time rights. The Attorney General would have to prepare a multilingual notice regarding the right to earned sick time, and employers would be required to post the notice in a conspicuous location and to provide a copy to employees. The state Executive Office of Health and Human Services, in consultation with the Attorney General, would develop a multilingual outreach program to inform the public of the availability of earned sick time.

The proposed law would take effect on July 1, 2015, and states that if any of its parts were declared invalid, the other parts would stay in effect.

A YES VOTE would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

A NO VOTE would make no change in the laws regarding earned sick time.

Yes	1492
No	1117

The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 10:01 PM.

One-hundred eighty-five (185) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante
Town Clerk

SPECIAL TOWN ELECTION

November 4, 2014

A Special Town Election was held on November 4, 2014, in the Bromfield School Cafeteria, in conjunction with the State Election. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4171 registered voters (3971 active voters) and a total of 2614 persons (65.8 % of the active voters) cast their votes with the following results:

SELECTMAN		
until 2017		Vote for ONE
Kenneth R. Swanton	1351	
Deborah H. Thomson	1127	
Scatterings	24	
Blanks	112	

The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 10:01 p.m.

One-hundred fifty-five (155) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante
Town Clerk

OFFICE OF THE TOWN CLERK

In addition to the anticipated Election and Town Meeting schedule, there was one Special Town Meeting. A Special Town Caucus and a Special Town Election were held to nominate and elect a new member of the Board of Selectmen after the resignation of member Marie Sobalvarro.

This office is pleased to announce the addition of on-line ordering of vital (birth, death and marriage) records through UniPay. Please see the Town Clerk's page on the Town's website for more details.

The Town Clerk would like to thank the town's voters who have continued to support the on-going preservation of the old town records dating back to incorporation in 1732.

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.

BOARD OF REGISTRARS

The current members of the Board of Registrars are Marilyn Morgan, Nancy Reifenstein, Barbara Weiss, and Janet Vellante.

Two-hundred fifty-nine new voter registrations were processed during this year. The Board certified 2103 signatures on nomination papers, petitions, and absentee ballot applications 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.

There are currently 184 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 2014 was as follows:

Democrat	1018
Republican	516
Political Designations	10
<u>Unenrolled</u>	<u>2457</u>
TOTAL active registered voters	4001

CENSUS

The official population based on the street listing of January 1, 2014 was 5761. This number includes 249 Devens residents, but not residents of the Federal Medical Center.

VITAL RECORDS

Births: There have been thirty (30) births recorded for 2014 to date.

Marriages: Fifteen (15) marriages were duly recorded in the town register.

Deaths: Thirty-seven (37) deaths were recorded for 2014.

DOG LICENSES

This office issued 1011 dog licenses for 2014. As a result of a change to the state's Animal Control Law, Harvard accepted a section of the law which provides for free dog licenses for dog owners who are seventy (70) years or older. In the first year of this change, fifty-four (54) residents were able to take advantage of this savings.

REPORT OF REVENUES FOR 2014

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 2014:

Birth, marriage and death certificates	\$2874.00
Marriage licenses	300.00
Dog licenses	16947.00
Zoning Bylaws	90.00
Business (d/b/a) certificates	2010.00
Street Lists	330.00
Pole Petitions	40.00
Raffle Permits	80.00
Notary fees	151.00
Marijuana violations	100.00
Miscellaneous	163.00

TOTAL COLLECTED	\$23,085.00
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Respectfully submitted,

Janet A. Vellante, MMC, CMMC
Town Clerk



INSPECTIONAL SERVICES

BUILDING PERMITS

The Building Department had another busy year with the issuance of 242 building permits, this was up from 202 permits issued in 2013.

In 2014 there were five permits issues for new single family homes and two permits issued for duplex townhouse homes. This accounting for seven dwelling units.

There were 89 permits issued for various types of home renovations/additions. This was up from 67 issued in 2013. It is not uncommon for the renovations/additions to have constructions values of \$40,000 or more.

In total building permits issued in 2014 accounted for an estimated construction value of \$9,950,652.00.

Zoning issues were minimal and handled on an as need basis.

Respectfully submitted,

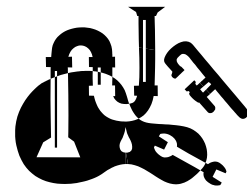
Gabriel Vellante, Jr.
Inspector of Buildings/Zoning Enforcement Officer

PLUMBING AND GAS INSPECTIONS

Gas: 111 in 2014, from 112 in 2013
Plumbing: 122 in 2014, from 101 in 2013

Respectfully submitted,

James Bakun
Gas/Plumbing Inspector



INSPECTOR OF WIRES

New houses/townhouses	7	Security System	10
Addition/Remodel	89	Generators	24
Pools	4	Commercial	20
Solar	16	Repairs/Miscellaneous	40

Total Electrical Permits for 2014: 210

Respectfully submitted,
David Woodsum, Wiring Inspector



DEPARTMENT OF FINANCE
Accounting, Assessing, Tax Collection, Treasury

The following reports comprise the 2014 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 has again increased, this time to the top Standard & Poor's grade of AAA. This is due to the strength of the Town's financial team which includes this Department, the Finance Committee, the Capital Planning and Investment Committee and the Town Administrator. With this top rating, the town is able to get more favorable rates on borrowing.
- The restructure of the Assessing Department continues to work well. We have a contract with Regional Resources Group, Inc. for our primary assessing function, while the Assistant Assessor, Amanda Belliveau, is here daily to assist residents with questions or issues regarding the assessing process.
- The Finance Department had two personnel changes this past year. In May our Assistant Treasurer/ Collector, Susan Copeland left our employ. As we wish Susan well, we welcome Amy Haley as our new Assistant Treasurer/Collector. Amy joins our team with excellent experience and is a great fit for this position. As noted above, we also had a change in the Assessing Department. Sue Fitterman left in April, 2014 after four years as our Assistant Assessor, and we hired Amanda Belliveau to fill that position. We feel that we currently have a very strong finance team to provide excellent service to the Town.
- Public electronic access to the finance department continues. Real estate, motor vehicle tax bills, and transfer station stickers can be paid/purchased online. Property valuation data files can be reviewed via computer.

The following pages contain financial highlights of fiscal 2014. 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 Elementary and Secondary 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 attain its strong financial condition and accurate financial reporting and processing. The employees and various committees of the town all contribute to Harvard's commitment to its sound financial position and foresight.

Respectfully submitted,

Lorraine Leonard, Finance Director

GENERAL FUND REVENUE

Fiscal Year 2014

PROPERTY TAXES AND STATE AID		
PERSONAL PROPERTY TAX		267,017
REAL ESTATE TAX		17,688,093
STATE AID		
Abatements - Vet., Surviving Spouse, Elderly	1,507	
Chapter 70	1,790,806	
Charter School Reimb.	93,567	
Lottery	1,282,208	
Veterans Benefits	7,712	
State Owned Land	7,026	
	Total	3,182,826
GRAND TOTAL		21,137,936

LOCAL RECEIPTS		
MOTOR VEHICLE EXCISE		840,178
PENALTIES AND INTEREST		102,498
TAX TITLE (LIENS)		2,803
PAYMENTS IN LIEU OF TAXES		-
WATER DEPARTMENT		49,226
TRASH DISPOSAL		
Transfer Station Stickers	193,200	
Recycling/Disposal - Residents	27,074	
Recycling - Vendors	13,181	
	Total	233,456
CEMETERY INTERMENT/DEEDS		15,060
LAND/BUILDING RENTAL		1,625
LIBRARY FINES		9,691

GENERAL FUND REVENUE

Fiscal Year 2014

LOCAL RECEIPTS (continued)		
OTHER DEPT. REVENUE		
Insurance Requests	395	
Tax Collector (Fees/Demands/NSF)	9,802	
Town Clerk (DBAs)	2,869	
Marijuana Fine	-	
Title V Fees	1,975	
Zoning Board Hearings	3,245	
Planning Board Hearings	1,035	
MART Reimbursement	37,230	
MART Van Fees	3,142	
Copy Machine	1,279	
Notary Fee	47	
Liquor Fee	7,925	
Police Outside Details - Admin	17,540	
Registry Clear Fees	1,596	
Miscellaneous	10,195	
	Total	98,275
LICENSES AND PERMITS		
Dumpster Permit	125	
Blasting Permit	-	
Fire Department	1,055	
Smoke Detector	5,575	
LP Gas Tank Storage	3,000	
TC, Dog Licenses, Birth, Death, Marriage Cert.	22,397	
Bowling/Pinball	120	
Victuallers	725	
Board of Health	1,995	
Pistol	2,288	
Driveway Inspections	1,600	
Building	81,524	
Plumbing	9,309	
Wiring	13,001	
Gas	5,453	
Fire Alarm	5,644	
Gas and Fuel Storage	1,775	
Cable TV	749	
	Total	156,333
COURT & MOTOR VEHICLE FINES		70,613
INVESTMENT INCOME		11,955
GRAND TOTAL		1,591,712

GENERAL FUND EXPENSES

Fiscal Year 2014

Department		Description	Spent
Town Audit (& OPEB)			15,000
Selectmen	Personnel Expense		169,317
			30,490
		Art. 11, FY14, STM HCTV Renovation	35,000
		Art. 23, FY12 Mun. Bldgs Sewer Install.	3,221
		Art. 12, FY13 Mun. Bldgs. Repair	31,382
		Art. 14, FY14 Cable ADA Access	39,000
			108,603
Finance Committee	Expenses		176
Finance Department	Personnel Expense Technology		304,526
			124,631
			9,442
			438,598
Law Department	Town Counsel Legal Services Other Legal Services		30,318
			14,876
			45,194
Personnel	Expenses		0
Town Clerk	Personnel Expense		68,424
			4,580
			73,004
Elections and Registrars	Personnel Expense		500
			5,584
			6,084
Land Use Boards	Personnel Expense		50,550
			4,138
			54,689
		ATM FY14 A#43 Town Planner	39,000
		ATM FY13 A#28 Master Plan	29,521
Public Buildings	Personnel Expense		25,508
			257,362
			282,870
Building/Liability Insurance	Expenses		140,873
Town Reports	Expenses		3,280
Communications	Personnel Expense		74,613
			130,511
			205,124

GENERAL FUND EXPENSES

Fiscal Year 2014

Department	Description	Spent
Police	Personnel	785,092
	Expense	88,194
		<hr/> 873,286
Fire	Personnel	166,636
	Expense	67,675
	Art. 17, FY13 Fire Radio Infrastructure	20,557
	Art. 7, FY14 Fire Brackets	5,000
	Art. 13, FY14, Rescue Equipment	<hr/> 40,000
		299,867
Building Inspection	Personnel/Expenses	47,371
Gas Inspection	Personnel/Expenses	3,579
Plumbing Inspection	Personnel/Expenses	6,551
Wire Inspection	Personnel/Expenses	9,926
Animal Control	Personnel/Expense	16,874
Tree Warden	Expenses	14,000
Montachusett Tech	Expenses	75,069
Highway Administration	Personnel	721,272
Highway Constr. And Maint.	Expense	261,636
Snow and Ice	Expense	233,475
Street Lighting	Expenses	5,652
DPW Articles	Art. 4, FY14, Prior Year Expense	174
Waste Collection/Disposal	Expense	167,437
Water Distribution	Expenses	16,371
Pond Committee	Expenses	8,987
Cemetery	Expense	846

GENERAL FUND EXPENSES

Fiscal Year 2014

Department	Description	Spent
Board of Health	Personnel/Expense	31,682
Council on Aging	Personnel/Expenses	88,497
MART Van Services	Personnel/Expense	31,607
Veterans' Services	Veterans' Benefits/Expenses	17,549
Library	Personnel	387,341
	Expenses	147,694
	Art. 21, FY14, Library Generator	10,422
		<u>545,457</u>
Recreation	Personnel/Expenses	23,430
Parks	Personnel/Expense	23,889
Historical Commission	Expenses	2,790
Recurring Capital	Public Works Equipment	134,303
	Police Cruiser	27,868
		<u>162,171</u>
Retirement of Debt	Expenses	811,711
Interest - Debt, Costs	Expenses	153,615
CPIC Debt	Art. 15, FY13	107,563
State Assessments	Expenses	681,912
Insurance - Town Share	Expenses	2,424,449
Benefits Administration	Expenses	1,235
Retirement/Pensions	Expenses	627,103
Workers Compensation	Expenses	70,895
Unemployment	Expenses	50,328
Deferred Compensation	Expenses	11,982
Grand Total		10,272,061

HARVARD PUBLIC SCHOOLS

Omnibus Budget and Articles Approved by Town Meeting

Department	Expend. FY14	Subtotal	Grand Total
Superintendent			
Salaries/Benefits	\$ 368,987		
Transportation	252,660		
Other Expenses	104,569		
		<u>\$ 726,216</u>	
Maintenance			
Salaries	\$ 438,507		
Utilities	274,767		
Services	189,999		
		<u>\$ 903,273</u>	
Harvard Elementary			
Salaries	\$ 2,572,523		
Expenses	95,597		
		<u>\$ 2,668,120</u>	
Bromfield School			
Salaries	\$ 3,702,709		
Expenses	131,646		
		<u>\$ 3,834,355</u>	
Special Education Services			
Salaries	\$ 1,873,267		
Other Expenses	22,614		
Collaborative Services	795,316		
Transportation	376,306		
Tuition	319,993		
PreSchool	128,293		
		<u>\$ 3,515,789</u>	
Technology			
Salaries	\$ 130,626		
Expenses	106,815		
		<u>\$ 237,441</u>	
Total Omnibus			<u>\$ 11,885,194</u>
Articles			
FY13, Art. 23 Bromfield Energy Project	11,254		
FY14, Art. 16 TBS Science Lab Reno Design	17,617		
FY14, Art. 17 TBS Chemical Storage Vent.	4,220		
FY14, Art. 18 HES Storage Sheds	9,788		
FY14, Art. 19 HES Safety Gates	4,994		
FY14, Art. 20 TBH Structural Assmt/Rep.	15,310		
		<u>\$ 63,183</u>	

ALL OTHER FUNDS

Revenue and Expenditures

Fiscal Year 2014

	End. Balance 06/30/13	Revenue	Expend.	End. Balance 06/30/14
SCHOOL REVOLVING				
Community Education	28,107	338,268	302,214	64,161
Devens	222,172	1,409,919	1,042,537	589,554
School Lunch	(67)	572,120	557,784	14,269
School Athletics	18,066	203,371	199,725	21,711
School Rental	1,322	13,992	10,329	4,985
Kindergarten Tuition	3,788	125,081	117,258	11,610
Preschool Revolving	14,210	62,145	50,000	26,355
School Bus Revolving	7,559	57,985	60,000	5,545
Restitution, Lost Books	3,148	319	429	3,038
Bromfield Student Activity	35,327	211,306	178,498	68,136
HES Student Activity	5,637	64,899	61,253	9,283
SCHOOL GIFTS				
HES Gift	(1,217)	8,526	6,539	769
Bromfield Gift	24,981	30,789	44,030	11,740
Shaw Trust	278,615	72,011	27,950	322,676
SCHOOL GRANTS				
Special Ed Early Childhood	302	4,635	4,641	296
Special Education	14,227	228,955	222,271	20,911
Special Ed Early Childhood Improve.	0	2,400	706	1,695
Title I	2,268	49,179	70,268	(18,821)
Educator Quality	0	14,169	14,169	0
Academic Support	0	2,000	2,000	0
STARS Grant	0	5,000	5,000	0
Kindergarten Enhancement	0	31,130	31,130	0
School Choice (Special Revenue)	27,909	400,366	400,000	28,275
Circuit Breaker (Special Revenue)	118,529	757,930	876,426	33
MUNICIPAL REVOLVING				
Wetlands Fees	10,140	1,675	0	11,815
Council on Aging	11,548	5,704	2,773	14,479
Law Enforcement Trust	1,445	0	0	1,445
Park and Recreation	44,254	85,484	94,752	34,986
Insurance Recovery	11,260	24,900	5,233	30,927
4th of July	4,827	21,736	15,886	10,677
Ambulance	62,188	124,071	128,365	57,894
SAFE Revolving	5,545	5,380	2,632	8,293

ALL OTHER FUNDS

Revenue and Expenditures

Fiscal Year 2014

	End. Balance 06/30/13	Revenue	Expend.	End. Balance 06/30/14
MUNICIPAL GIFT				
DARE	2,822	0	0	2,822
Harvard Village Fund	153	0	0	153
Bare Hill Pond	225	0	0	225
John Gray Transfer Station	1,105	0	0	1,105
Police	685	0	0	685
Library	5,857	1,019	1,719	5,157
Library - Sun Hill	1,843	5,000	6,472	370
Council on Aging	11,944	3,687	2,785	12,846
Skateboard Park	1,500	0	0	1,500
Ambulance	10,821	1,600	391	12,030
Highway Athletic Fields	124	0	0	124
Care of Park/Common	1,540	0	0	1,540
Cable PEG Access Gift	81,023	26,095	52,198	54,920
Historical Commission	1,011	0	0	1,011
Fire Department Gift	1,637	5,106	1,746	4,997
Collin Fay Gift	1,000	0	0	1,000
Shaker Cemetery Grave Markers	0	1,183	3,109	(1,926)
Town Hall Restoration Gift	81	0	0	81
Harvard Tree Gift	8,346	120	4,480	3,986
RESERVED FOR APPROPRIATION				
Sale of Cemetery Lots	161,262	7,125	0	168,387
Ambulance	158,092	104,182	0	262,274
MUNICIPAL GRANTS				
Extra Poll Hours	459	812	651	620
Hildreth House Landscaping	193	0	0	193
Library - State Aid	29,202	6,358	4,846	30,713
Cultural Council	4,038	4,250	4,300	3,988
Historical Commission	5,000	0	0	5,000
Council on Aging	606	8,912	9,518	0
Fire SAFE	6,232	0	5,131	1,101
Curbside Recycling	18,910	1,069	0	19,978
Bullet Proof Vests	828	0	0	828
Fire Safety Equipment	2,812	0	2,643	169
Law Enforcement Equipment	7,027	0	0	7,027
Park & Rec Trail Grant	559		0	559
Barehill Pond Project	69,240	29,400	1,558	97,082
Local Preparedness	0	2,500	2,500	0
Pedestrian Bike Path	3,514	0	0	3,514
Emergency Preparedness	7,338	2,025	0	9,364
State 911 Grant	(17,119)	0	0	(17,119)
Green Community	(13,831)	12,642	15,916	(17,104)
CDBG Grant	121,013	390		121,403
DCR Fire Grant	1,977	0	0	1,977
BOH Grant Writing	30	0	29	1
FEMA Assistance	(42,947)	42,947	0	0
Rural Fire Assistance	37	0	0	37

ALL OTHER FUNDS

Revenue and Expenditures

Fiscal Year 2014

	End. Balance 06/30/13	Revenue	Expend.	End. Balance 06/30/14
OTHER				
Community Preservation Fund	420,531	296,500	327,790	389,241
Title V Loans	0	28,570	26,596	1,974
Recreation Land	12,365	0	0	12,365
Elementary School Lighting	4,919	0	4,069	850
Highway Fund (Chapter 90)	(16,632)	339,968	596,249	(272,913)
Water System Improvements	(292,395)		9,048	(301,443)
Sewer Construction	(552,246)	600,991	529	48,216
Town Hall Building Design	41,237		11,090	30,147
Town Hall Building Construction **	803,546	0	170,272	633,274
Pond Road Parking Lot	0		10,932	(10,932)
Affordable Housing Trust	309,240	356,373	218,702	446,911
Equitable Sharing	630	0	0	630
Police Details	(38,768)	34,007	38,088	(42,848)
Stabilization Fund	1,277,376	63,924	150,000	1,191,299
Capital Stabilization Fund	1,077,028	627,920	280,000	1,424,948
Conservation Funds	148,403	2,889	2,136	149,156
Conservation Funds-CPA	599,112	209,416	4,527	804,001
** Town Hall Building Project, \$1,000,000 BAN on \$3,970,000 total project.				
Sewer Enterprise Fund	282,827	150,211	131,036	302,002
Note: Trust Fund Activity is summarized in the report of the Town Treasurer				

Project	06/30/13	Retired FY14	06/30/14	Final Payment
Public Safety Building Construction	\$ 1,050,000	\$ 145,000	\$ 905,000	2021
Bromfield School	\$ 3,350,000	\$ 35,000	\$ 3,315,000	2025
School, noncalled	\$ 630,000	\$ 315,000	\$ 315,000	2015
Bromfield School Roof	\$ 500,000	\$ 125,000	\$ 375,000	2017
Old Bromfield/Library	\$ 1,380,000	\$ 15,000	\$ 1,365,000	2025
Public Library, noncalled	\$ 270,000	\$ 135,000	\$ 135,000	2015
DPW Equipment	\$ 145,000	\$ 15,000	\$ 130,000	2024
Fire Equipment	\$ 470,000	\$ 35,000	\$ 435,000	2024
Total		\$ 820,000	\$ 6,975,000	

Town of Harvard Trust Funds
Fiscal Year 2014 Balances

	7/1/2013		6/30/2014
<u>Cemetery Funds</u>	Beginning Balance	Net Change	Ending Balance
CEMETERY PERPETUAL CARE	\$208,602.74	\$6,559.55	\$215,162.29
CHARLES WHITNEY CEMETERY	\$16,974.85	\$315.20	\$17,290.05
JOHN MAYNARD CEMETERY	\$37,812.75	\$701.70	\$38,514.45
SIBLEY CEMETERY	\$21,784.17	\$404.25	\$22,188.42
BELLEVUE CEMETERY	\$36,528.80	\$677.63	\$37,206.43
SHAKER & SEARS CEMETERY	\$4,661.92	\$89.97	\$4,751.89

<u>Library Funds</u>			
RINGBOOK FUND	\$5,936.02	\$110.13	\$6,046.15
GEORGE CLARK LIBRARY	\$1,138.45	\$21.17	\$1,159.62
WALTER WHITNEY LIBRARY	\$21,561.34	\$400.08	\$21,961.42
HAPGOOD LIBRARY	\$49,356.26	\$915.90	\$50,272.16
LAWRENCE LIBRARY	\$13,037.46	\$241.93	\$13,279.39
MARY BLOOD LIBRARY	\$6,711.28	\$124.53	\$6,835.81
ANDREW FAIRBANK LIBRARY	\$3,296.80	\$61.17	\$3,357.97

<u>Miscellaneous Funds</u>			
GINNY THURSTON SCHOLARSHIP	\$16,848.50	\$117.42	\$16,965.92
HARVARD 300TH ANNIVERSARY	\$14,365.37	\$265.81	\$14,631.18
WARNER LECTURE	\$28,922.81	-\$279.16	\$28,643.65
MAYNARD CLOCK	\$548.64	\$15.10	\$563.74
GEORGIA WHITNEY POOR	\$22,573.52	\$418.88	\$22,992.40
WARREN K HARROD	\$2,401.47	\$44.56	\$2,446.03
SALVAGE FUND	\$2,258.01	\$41.90	\$2,299.91
HILDRETH CLOCK	\$505.77	\$12.16	\$517.93
HILDRETH COMMON	\$5,871.34	\$108.95	\$5,980.29
TUTTLE MEMORIAL	\$12,812.11	\$237.76	\$13,049.87
WILL POST MEMORIAL	\$8,248.40	\$155.34	\$8,403.74
ENTREPRENEUR'S SCHOLARSHIP	\$1,042.82	\$19.36	\$1,062.18
BA GOULD SCHOLARSHIP FUND	\$1,230.00	\$6,686.00	\$7,916.00

THOMAS FORD DISTRICT NURSE FUND	\$34,207.87	\$634.81	\$34,842.68
AMBULANCE SCHOLARSHIP FUND	\$26,658.76	-\$1,784.72	\$24,874.04
RANTOUL TRUST-ELDERLY	\$30,874.76	-\$3,479.91	\$27,394.85
RANTOUL TRUST-GENERAL	\$203,108.74	-\$11,952.98	\$191,155.76

Total Trust Fund Balances	\$839,881.73	\$1,884.49	\$841,766.22
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School Department					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
ACCORSI	JOAN	\$67,656.47	\$0.00	\$682.50	\$68,338.97
ADAMS	JAMIE	\$41,431.45	\$0.00	\$0.00	\$41,431.45
ADELSON	NATHANIEL	\$2,606.00	\$0.00	\$0.00	\$2,606.00
ALEXANDER	PAMELA	\$26,935.44	\$0.00	\$0.00	\$26,935.44
ALI	FADIYA	\$8,506.66	\$0.00	\$0.00	\$8,506.66
ALLARD	MARYANNE	\$43,817.00	\$0.00	\$0.00	\$43,817.00
AMBROSINO	CYNTHIA	\$91,673.64	\$0.00	\$1,365.00	\$93,038.64
AYLES	DAWN	\$80,440.50	\$0.00	\$0.00	\$80,440.50
BAGATELLE	DAVIDA	\$91,829.35	\$0.00	\$1,119.09	\$92,948.44
BARANOWSKI	JENNIFER	\$28,123.74	\$0.00	\$350.09	\$28,473.83
BASSAGE	AMY	\$83,854.72	\$0.00	\$400.00	\$84,254.72
BATCHELDER	HELEN	\$5,358.75	\$0.00	\$0.00	\$5,358.75
BEARCE	MATTHEW	\$45,670.00	\$2,972.85	\$195.00	\$48,837.85
BECKETT	ELAINE	\$45,015.66	\$0.00	\$0.00	\$45,015.66
BELL	DAVID	\$3,400.00	\$0.00	\$0.00	\$3,400.00
BELL	LETTY	\$6,975.00	\$0.00	\$0.00	\$6,975.00
BERNHARDT	SUSAN	\$7,618.98	\$0.00	\$0.00	\$7,618.98
BESOLD	STEPHEN	\$90,146.85	\$0.00	\$0.00	\$90,146.85
BOISVERT	DAVID	\$81,853.17	\$0.00	\$512.87	\$82,366.04
BOYLE	CHRISTOPHER	\$82,720.90	\$0.00	\$0.00	\$82,720.90
BRAGG	MARGARET	\$95,046.64	\$0.00	\$112.50	\$95,159.14
BROGGI	PETER	\$420.00	\$0.00	\$0.00	\$420.00
BROOKS	MARTHA	\$89,679.41	\$0.00	\$966.45	\$90,645.86
BROUGH	JOCELYN	\$400.00	\$0.00	\$0.00	\$400.00
BROWN	JANET	\$79,963.56	\$0.00	\$0.00	\$79,963.56
BROWSE	CARYL	\$195.00	\$0.00	\$0.00	\$195.00
BRUNING	GAYLE	\$29,828.80	\$0.00	\$0.00	\$29,828.80
BUHNER	CYNTHIA	\$100.00	\$0.00	\$0.00	\$100.00
BURNS	CHRISTINA	\$56,796.30	\$0.00	\$0.00	\$56,796.30
CAMPBELL	MARYBETH	\$81,432.84	\$0.00	\$985.78	\$82,418.62
CARLUCCI	KELLIE	\$69,480.08	\$0.00	\$485.38	\$69,965.46
CARROLL	MARY	\$67,377.90	\$0.00	\$854.79	\$68,232.69
CASTRO	LISA	\$65.00	\$0.00	\$0.00	\$65.00
CAVANAUGH	ALEXA	\$13,342.94	\$0.00	\$0.00	\$13,342.94
CAVANAUGH	JUDITH	\$50,662.56	\$0.00	\$0.00	\$50,662.56
CHANDLER	GAIL	\$325.00	\$0.00	\$0.00	\$325.00
CHANDLER	TONI	\$10,790.00	\$0.00	\$0.00	\$10,790.00
CHAPMAN	PAMELA	\$79,432.84	\$0.00	\$585.00	\$80,017.84
CHAPMAN	RACHEL	\$2,875.00	\$0.00	\$0.00	\$2,875.00
CHEVERALLS	MARYANN	\$79,111.23	\$0.00	\$0.00	\$79,111.23
CHLAPOWSKI	SUSAN	\$76,296.25	\$0.00	\$0.00	\$76,296.25

CIAMPA	HEIDI	\$1,735.00	\$0.00	\$0.00	\$1,735.00
CLARK	CAROLE	\$8,636.00	\$0.00	\$0.00	\$8,636.00
CLARKE	JOSHUA	\$86,593.56	\$0.00	\$0.00	\$86,593.56
CLAYBURN	JOB	\$2,333.25	\$0.00	\$0.00	\$2,333.25
CONNELLY	JOSEPH	\$72,692.20	\$0.00	\$0.00	\$72,692.20
CONTE	MARYANN	\$85,409.56	\$0.00	\$624.59	\$86,034.15
COOKE	LYNN	\$70.44	\$0.00	\$0.00	\$70.44
COONAN	BARRY	\$6,004.00	\$0.00	\$0.00	\$6,004.00
COPELAND	JAMES	\$1,000.00	\$0.00	\$0.00	\$1,000.00
CORRENTY	PAUL	\$97,680.00	\$0.00	\$650.00	\$98,330.00
CORRENTY	SHARON	\$74,593.17	\$0.00	\$0.00	\$74,593.17
COSGRAVE	GARRETT	\$455.00	\$0.00	\$0.00	\$455.00
COSTA	JENNIFER	\$14,653.99	\$0.00	\$0.00	\$14,653.99
COZZENS	MARGARET	\$17,949.71	\$0.00	\$0.00	\$17,949.71
CREAVEN	MICHELLE	\$79,632.84	\$0.00	\$985.78	\$80,618.62
CRITTENDON	LAUREN	\$78,122.12	\$0.00	\$504.44	\$78,626.56
CUDMORE	KAREN	\$89,999.28	\$0.00	\$156.00	\$90,155.28
CULLINANE	F ROBERT	\$93,680.64	\$0.00	\$1,119.09	\$94,799.73
CURLEY	JENNIFER	\$15,006.16	\$0.00	\$0.00	\$15,006.16
CUTLER	COURTNEY	\$50,943.04	\$0.00	\$0.00	\$50,943.04
DALMER	JEREMY	\$1,792.00	\$0.00	\$0.00	\$1,792.00
DAVIDSON	MICHAEL	\$4,790.00	\$0.00	\$0.00	\$4,790.00
DECOSTE	ERIN	\$50,666.78	\$0.00	\$0.00	\$50,666.78
DELANEY	AMANDA	\$9,949.87	\$0.00	\$0.00	\$9,949.87
DEMETROS	CATHERINE	\$23,824.77	\$0.00	\$0.00	\$23,824.77
DESARRO	MICHAEL	\$90,146.85	\$0.00	\$1,119.09	\$91,265.94
DESJARDINS	LOREN	\$17,255.64	\$0.00	\$0.00	\$17,255.64
DICKASON	JEAN	\$9,758.68	\$0.00	\$0.00	\$9,758.68
DIPIETRO	MICHAEL	\$1,500.00	\$0.00	\$0.00	\$1,500.00
DOBEN	BRENDA	\$2,907.50	\$0.00	\$0.00	\$2,907.50
DOERING	THOMAS	\$80.00	\$0.00	\$0.00	\$80.00
DOHERTY	KATHLEEN	\$96,116.98	\$0.00	\$2,238.18	\$98,355.16
DONNELLAN	KATHLEEN	\$63,481.05	\$0.00	\$0.00	\$63,481.05
DOWNING	SUSAN	\$91,868.66	\$0.00	\$0.00	\$91,868.66
DURANCEAU	JACQUES	\$94,084.85	\$0.00	\$0.00	\$94,084.85
DWIGHT	LINDA	\$130,852.30	\$0.00	\$0.00	\$130,852.30
DYER	JANIS	\$58,002.97	\$0.00	\$409.63	\$58,412.60
EDMONDS	CARRIE	\$19,484.99	\$0.00	\$0.00	\$19,484.99
EKLUND	JENNIFER	\$64,465.29	\$0.00	\$0.00	\$64,465.29
ELDRIDGE	JOHN	\$500.00	\$0.00	\$0.00	\$500.00
FARLEY	MONICA	\$942.50	\$0.00	\$0.00	\$942.50
FARNSWORTH	LORI	\$36,737.57	\$0.00	\$276.05	\$37,013.62
FARNSWORTH	SUSAN	\$41,358.07	\$0.00	\$0.00	\$41,358.07

FERGUSON	DEBRA	\$202.50	\$0.00	\$0.00	\$202.50
FORCE	MARK	\$78,964.73	\$0.00	\$2,000.00	\$80,964.73
FOREMAN	MICHELLE	\$70,340.79	\$0.00	\$0.00	\$70,340.79
FOSTER	KEVIN	\$55,951.00	\$0.00	\$1,040.98	\$56,991.98
FRASER	JENNIFER	\$79,441.63	\$0.00	\$292.50	\$79,734.13
FREDERICK	SUSAN	\$51,690.81	\$0.00	\$0.00	\$51,690.81
FRENCH	DAWN	\$14,769.00	\$0.00	\$0.00	\$14,769.00
FUSCO	RACHAEL	\$29,109.87	\$0.00	\$0.00	\$29,109.87
GALESKI	CLAYTON	\$162.50	\$0.00	\$0.00	\$162.50
GALESKI	LORELEI	\$33,962.51	\$0.00	\$0.00	\$33,962.51
GAMAGE	KIRSTI	\$84,582.36	\$0.00	\$591.47	\$85,173.83
GIBBS	GRETCHEN	\$70,790.79	\$0.00	\$0.00	\$70,790.79
GIBSON	ROLAND	\$680.00	\$0.00	\$0.00	\$680.00
GILFIX	DAVID	\$83,854.72	\$0.00	\$1,040.98	\$84,895.70
GINTNER	MATTHEW	\$40,331.20	\$2,934.60	\$0.00	\$43,265.80
GORDON	PAMELA	\$23,469.93	\$0.00	\$0.00	\$23,469.93
GRAHAM	MARY-ELIZABETH	\$73,916.97	\$0.00	\$0.00	\$73,916.97
GROGAN	MARGARET	\$44,288.24	\$0.00	\$528.51	\$44,816.75
GUINEY	CAITLIN	\$270.00	\$0.00	\$0.00	\$270.00
HADORN	MARGARET	\$16,801.39	\$0.00	\$0.00	\$16,801.39
HALLS	ANTHONY	\$2,875.00	\$0.00	\$0.00	\$2,875.00
HARMON	PAUL	\$68,195.54	\$0.00	\$0.00	\$68,195.54
HAROUTUNIAN	JESSICA	\$19,484.21	\$0.00	\$0.00	\$19,484.21
HARRINGTON	MARIE	\$108,996.90	\$0.00	\$0.00	\$108,996.90
HARRIS	CYNTHIA	\$88,287.71	\$0.00	\$276.90	\$88,564.61
HART	ELIZABETH	\$13,424.11	\$0.00	\$0.00	\$13,424.11
HATCH	SHERYL	\$13,304.29	\$0.00	\$0.00	\$13,304.29
HAVENS	LESLIE	\$4,080.00	\$0.00	\$0.00	\$4,080.00
HENRY	M GRETCHEN	\$102,723.20	\$0.00	\$2,470.53	\$105,193.73
HERMANS	ROBIN	\$39,718.24	\$0.00	\$0.00	\$39,718.24
HILL	THOMAS	\$5,131.00	\$0.00	\$0.00	\$5,131.00
HOCH	CATHERINE	\$5,768.00	\$0.00	\$0.00	\$5,768.00
HOFFMAN	JUDITH	\$520.00	\$0.00	\$0.00	\$520.00
HOFFMAN	KALEIGH	\$270.00	\$0.00	\$0.00	\$270.00
HOFFMAN	SCOTT	\$105,985.72	\$0.00	\$520.00	\$106,505.72
HOLMES	CHRISTOPHER	\$2,875.00	\$0.00	\$0.00	\$2,875.00
HOLMES	JACQUELYN	\$520.00	\$0.00	\$0.00	\$520.00
HOLMES	SUSAN	\$45,320.00	\$0.00	\$1,123.08	\$46,443.08
HOLT	WYATT	\$89,269.61	\$0.00	\$650.00	\$89,919.61
HOORNEMAN	ELIZABETH	\$51,557.31	\$0.00	\$0.00	\$51,557.31
HOPKINS	LISA	\$90,146.85	\$0.00	\$2,238.18	\$92,385.03
HORTON	JULIE	\$90,142.97	\$0.00	\$987.78	\$91,130.75
HUBER	EDIE	\$2,422.50	\$0.00	\$0.00	\$2,422.50

HUNT	NIKOLAUS	\$7,118.31	\$0.00	\$0.00	\$7,118.31
HYDE	JESSICA	\$79,453.23	\$0.00	\$457.50	\$79,910.73
IGO	SUSAN	\$16,960.45	\$0.00	\$0.00	\$16,960.45
JACOBS	MICHAEL	\$2,240.00	\$0.00	\$0.00	\$2,240.00
JONES	CHRISTOPHER	\$90,210.98	\$0.00	\$0.00	\$90,210.98
JONES	DONALD	\$40,331.20	\$0.00	\$0.00	\$40,331.20
KEANE	KATHERINE	\$20,172.15	\$0.00	\$0.00	\$20,172.15
KEATING	BRETT	\$65.00	\$0.00	\$0.00	\$65.00
KEATING	DENISE	\$69,821.44	\$0.00	\$854.79	\$70,676.23
KEITH	MAUREEN	\$76,806.37	\$0.00	\$0.00	\$76,806.37
KELLEY	ALEXANDRA	\$2,447.50	\$0.00	\$0.00	\$2,447.50
KELLEY	BARBARA	\$93,549.35	\$0.00	\$1,328.00	\$94,877.35
KENDALL	GEORGE	\$79,771.05	\$0.00	\$0.00	\$79,771.05
KENT-BARNES	AMY	\$22,447.40	\$0.00	\$0.00	\$22,447.40
KERWIN	DIANE	\$21,532.68	\$0.00	\$137.50	\$21,670.18
KHURANA	MARISA	\$48,238.48	\$0.00	\$0.00	\$48,238.48
KIER	KAITLYN	\$1,500.00	\$0.00	\$0.00	\$1,500.00
KILIAN	RYAN	\$4,790.00	\$0.00	\$0.00	\$4,790.00
KILKENNY	LAURA	\$336.25	\$0.00	\$0.00	\$336.25
KING	BRYAN	\$2,123.00	\$0.00	\$0.00	\$2,123.00
KITTREDGE	KATHLEEN	\$92,646.75	\$0.00	\$2,238.18	\$94,884.93
KLIGERMAN	MICHELLE	\$28,731.69	\$0.00	\$0.00	\$28,731.69
KLINE	BARBARA	\$1,200.00	\$0.00	\$0.00	\$1,200.00
KRANZ	ELISABETH	\$40,833.12	\$0.00	\$156.00	\$40,989.12
KULPINSKI	GAIL	\$1,512.50	\$0.00	\$0.00	\$1,512.50
LAMERE	SARA	\$59,723.98	\$0.00	\$0.00	\$59,723.98
LANDRY	PAUL	\$53,514.80	\$7,651.92	\$0.00	\$61,166.72
LAVIGNE	KEITH	\$61,094.47	\$0.00	\$0.00	\$61,094.47
LAZARO	KRISTINA	\$63,791.64	\$0.00	\$432.90	\$64,224.54
LEA	ANGELA	\$120.00	\$0.00	\$0.00	\$120.00
L'ECUYER	BENJAMIN	\$2,111.00	\$0.00	\$0.00	\$2,111.00
LEISTER	BLAKE	\$360.00	\$0.00	\$0.00	\$360.00
LOMBARD	JANET	\$88,471.11	\$0.00	\$2,192.05	\$90,663.16
LYONS	JOANNE	\$16,797.52	\$0.00	\$0.00	\$16,797.52
MACMAHON	NOELLE	\$200.00	\$0.00	\$0.00	\$200.00
MAIORE	JOYCE	\$874.66	\$0.00	\$0.00	\$874.66
MANLY	RACHEL	\$32.50	\$0.00	\$0.00	\$32.50
MARIANI	JAIME	\$525.00	\$0.00	\$0.00	\$525.00
MARRESE	CHRISTOPHER	\$1,792.00	\$0.00	\$0.00	\$1,792.00
MARYA	SANGITA	\$76,567.55	\$0.00	\$549.73	\$77,117.28
MATTIE	BRYCE	\$72,002.47	\$0.00	\$457.85	\$72,460.32
MAYO	DEBRA	\$29,413.11	\$0.00	\$0.00	\$29,413.11
MCDONALD	FREDERICK	\$3,830.00	\$0.00	\$0.00	\$3,830.00

MCDONALD	RENEE	\$1,300.00	\$0.00	\$0.00	\$1,300.00
MCDONELL	HANNAH	\$541.62	\$0.00	\$0.00	\$541.62
MCINTYRE	JANE	\$700.00	\$0.00	\$0.00	\$700.00
MCKENNA	CLAUDIA	\$44,737.60	\$0.00	\$0.00	\$44,737.60
MCKENNA	MARK	\$40,681.20	\$3,580.03	\$175.50	\$44,436.73
MCMANUS	KRISTIN	\$58,182.11	\$0.00	\$0.00	\$58,182.11
MEIFERT	KATHERINE	\$65.00	\$0.00	\$0.00	\$65.00
MENDELL	DIANE	\$16,503.94	\$0.00	\$0.00	\$16,503.94
MEYER	BARBARA	\$12,650.00	\$0.00	\$0.00	\$12,650.00
MILLER	CAROLINE	\$2,300.00	\$0.00	\$0.00	\$2,300.00
MILLER	MIRANDA	\$62,344.11	\$0.00	\$520.00	\$62,864.11
MOEHRING	ALLYSON	\$130.00	\$0.00	\$0.00	\$130.00
MONSEN	CARLY	\$58,010.66	\$0.00	\$0.00	\$58,010.66
MONTALTO	HEATHER	\$55,714.08	\$0.00	\$0.00	\$55,714.08
MOORE	JUDY	\$62,371.33	\$0.00	\$2,238.18	\$64,609.51
MOULAISON	KYLE	\$9,396.90	\$0.00	\$0.00	\$9,396.90
MOULTRIP	DONALD	\$360.00	\$0.00	\$0.00	\$360.00
MRAKOVICH	SHARON	\$27,605.37	\$0.00	\$0.00	\$27,605.37
MURPHY	PETER	\$91,234.63	\$0.00	\$1,040.98	\$92,275.61
NEVILLE	KATHLEEN	\$2,839.78	\$0.00	\$0.00	\$2,839.78
NEWBOULD	ERIN	\$80,367.26	\$0.00	\$97.50	\$80,464.76
NIGZUS	COLLEEN	\$73,145.45	\$0.00	\$535.59	\$73,681.04
NIGZUS	STEVE	\$9,168.75	\$0.00	\$0.00	\$9,168.75
NILAN	PATRICIA	\$82,203.33	\$0.00	\$591.47	\$82,794.80
NILAND	MELISSA	\$94,171.82	\$0.00	\$162.50	\$94,334.32
NILAND	PETER	\$1,925.00	\$0.00	\$0.00	\$1,925.00
NOCKA	JULIA	\$2,595.00	\$0.00	\$0.00	\$2,595.00
NOGLER	LORI	\$11,672.13	\$0.00	\$0.00	\$11,672.13
NORMANDIN	CARRIE	\$75,705.39	\$0.00	\$0.00	\$75,705.39
NURMI	JANICE	\$17,741.12	\$0.00	\$0.00	\$17,741.12
O'FARRELL	MARY ANN	\$3,960.00	\$0.00	\$0.00	\$3,960.00
OPALKA	SUZANNE	\$642.60	\$0.00	\$0.00	\$642.60
O'SHEA	JAMES	\$126,928.07	\$0.00	\$0.00	\$126,928.07
PAPIA	CYNTHIA	\$9,907.80	\$0.00	\$0.00	\$9,907.80
PAPPAS	ALEXA	\$617.50	\$0.00	\$0.00	\$617.50
PAPPAS	MICHELE	\$13,818.94	\$0.00	\$0.00	\$13,818.94
PARDA	DALE	\$26,516.94	\$0.00	\$0.00	\$26,516.94
PARSONS	JESSICA	\$2,000.00	\$0.00	\$0.00	\$2,000.00
PAWSON	KENNETH	\$45,670.00	\$5,714.89	\$0.00	\$51,384.89
PEISCH	STEVE	\$2,860.00	\$0.00	\$0.00	\$2,860.00
PEURA	OKSANA	\$47,240.40	\$0.00	\$0.00	\$47,240.40
PEZANOWSKI	KEVIN	\$3,830.00	\$0.00	\$0.00	\$3,830.00
PHILLIPS	DONALD	\$612.50	\$0.00	\$0.00	\$612.50

PHILLIPS	OLIVIA	\$225.00	\$0.00	\$0.00	\$225.00
PHONGSAMOUTH	MAESA	\$270.00	\$0.00	\$0.00	\$270.00
PICHE	DONNA	\$46,211.87	\$0.00	\$854.79	\$47,066.66
PIERCE	DEBORAH	\$96,404.43	\$0.00	\$2,192.05	\$98,596.48
PLANCHET	DAVID	\$2,489.50	\$0.00	\$0.00	\$2,489.50
PLANTE	SHARON	\$24,823.89	\$82.58	\$0.00	\$24,906.47
POLIS	CATHERINE	\$97,146.91	\$0.00	\$0.00	\$97,146.91
PRESCOTT	CYNTHIA	\$24,258.58	\$28.01	\$0.00	\$24,286.59
PRICE	AMY	\$65,906.07	\$0.00	\$0.00	\$65,906.07
PROUTY	MARYANN	\$487.50	\$0.00	\$0.00	\$487.50
QUAADGRAS	MARYBETH	\$21,493.34	\$0.00	\$0.00	\$21,493.34
RAMIREZ	VICTORIA	\$88,289.11	\$0.00	\$0.00	\$88,289.11
REALE	CHRISTINE	\$87,984.88	\$0.00	\$1,040.98	\$89,025.86
REDFORD	ANNIE	\$28,969.18	\$0.00	\$0.00	\$28,969.18
REEDICH	SUSAN	\$97.50	\$0.00	\$0.00	\$97.50
REYNOLDS	LUKE	\$23,395.30	\$0.00	\$0.00	\$23,395.30
REYNOLDS	THOMAS	\$99,627.98	\$0.00	\$1,119.09	\$100,747.07
RIDDLE	CAROL	\$15,098.84	\$0.00	\$0.00	\$15,098.84
RINDENELLO	CLAIRE	\$600.00	\$0.00	\$0.00	\$600.00
RIVARD	ALEXIS	\$1,676.00	\$0.00	\$0.00	\$1,676.00
RIVERA	DEBRA	\$13,373.91	\$0.00	\$0.00	\$13,373.91
RIVERA	ELENA	\$65.00	\$0.00	\$0.00	\$65.00
ROBICHAUD	LISA	\$34,779.82	\$0.00	\$0.00	\$34,779.82
ROBICHAUD	REBECCA	\$535.00	\$0.00	\$0.00	\$535.00
ROSAL	OLYAN	\$45,754.81	\$0.00	\$0.00	\$45,754.81
ROSS	ELKE - EDDA	\$1,800.00	\$0.00	\$0.00	\$1,800.00
ROUTE	JONATHAN	\$3,514.00	\$0.00	\$0.00	\$3,514.00
ROUTE	TAMMY	\$68,931.01	\$0.00	\$234.00	\$69,165.01
RUCINSKI	ROBERT	\$1,000.00	\$0.00	\$0.00	\$1,000.00
SAWYER	ANDREW	\$20,880.95	\$0.00	\$0.00	\$20,880.95
SCHEMEL	JUSTINE	\$2,650.00	\$0.00	\$0.00	\$2,650.00
SCHEMEL	RUTH	\$13,681.55	\$0.00	\$0.00	\$13,681.55
SCHMIDT	JONATHAN	\$243.00	\$0.00	\$0.00	\$243.00
SCHMIDT	SHARON	\$20,091.27	\$0.00	\$0.00	\$20,091.27
SCHWARTZ	SABRINA	\$1,757.00	\$0.00	\$0.00	\$1,757.00
SCHWINGER	ALICE	\$17,607.10	\$0.00	\$0.00	\$17,607.10
SEGALOFF	RACHEL	\$51,300.42	\$0.00	\$0.00	\$51,300.42
SERPA	MARGARET	\$31,677.03	\$0.00	\$0.00	\$31,677.03
SHELTON	MARY JANE	\$32,124.66	\$0.00	\$277.05	\$32,401.71
SHEPHERD	PATRICIA	\$73,578.24	\$0.00	\$0.00	\$73,578.24
SHUTTLE	KAREN	\$47,252.80	\$0.00	\$0.00	\$47,252.80
SILVER	CASEY	\$65.00	\$0.00	\$0.00	\$65.00
SILVER	SUSAN	\$105,336.11	\$0.00	\$2,081.95	\$107,418.06

SINTROS	ERIN	\$9,828.00	\$0.00	\$0.00	\$9,828.00
SKROCKI	ANDREW	\$68,345.49	\$0.00	\$0.00	\$68,345.49
SMOLINSKI	KELLEY	\$1,340.50	\$0.00	\$0.00	\$1,340.50
SNELL	CHRISTOPHER	\$74,193.17	\$0.00	\$0.00	\$74,193.17
SOLDI	LISA	\$95,669.98	\$0.00	\$2,238.18	\$97,908.16
STEADMAN	JULIANA	\$44,729.81	\$0.00	\$0.00	\$44,729.81
STEEVES	CYNTHIA	\$29,800.31	\$0.00	\$0.00	\$29,800.31
STERN	LAURA	\$975.00	\$0.00	\$0.00	\$975.00
STODDARD	SINTA	\$2,720.35	\$0.00	\$0.00	\$2,720.35
STOFFREGEN	KRISTINE	\$15,163.27	\$0.00	\$0.00	\$15,163.27
SUBRAMANIAN	KABILGANGA	\$2,602.50	\$0.00	\$0.00	\$2,602.50
SULLIVAN	ARLENE	\$68,856.44	\$0.00	\$854.79	\$69,711.23
SULLIVAN	BRENDA	\$525.00	\$0.00	\$0.00	\$525.00
SULLIVAN	MARY	\$21,026.25	\$0.00	\$0.00	\$21,026.25
TABOR	RICHARD	\$94,015.13	\$0.00	\$0.00	\$94,015.13
TARULLO	AUSTIN	\$2,754.00	\$0.00	\$0.00	\$2,754.00
TARULLO	GLENN	\$91,868.66	\$0.00	\$1,140.46	\$93,009.12
THOMSEN	JANE	\$20,416.06	\$0.00	\$0.00	\$20,416.06
THURSTON	JOSHUA	\$50,554.20	\$0.00	\$0.00	\$50,554.20
TOWNSEND	ANASTASIA	\$67,342.92	\$0.00	\$0.00	\$67,342.92
TRAVERS	JACQUELINE	\$60,815.43	\$0.00	\$0.00	\$60,815.43
TUTTLE	SHARLENE	\$91,412.11	\$0.00	\$1,096.03	\$92,508.14
UFEMA	REBECCA	\$50,585.90	\$0.00	\$0.00	\$50,585.90
VANDER VEEN MIDEY	KRISTEN	\$91,868.66	\$0.00	\$1,140.46	\$93,009.12
VEEDER	NICHOLAS	\$28,676.96	\$0.00	\$0.00	\$28,676.96
VELTRI	MARIA	\$8,150.00	\$0.00	\$0.00	\$8,150.00
VENDITTI	RYAN	\$2,875.00	\$0.00	\$0.00	\$2,875.00
VERROCHI	EMILY	\$65,037.25	\$0.00	\$0.00	\$65,037.25
WAGER	GLORIA	\$31,009.33	\$0.00	\$230.00	\$31,239.33
WAGNER	GIOANNE	\$65,424.50	\$0.00	\$805.98	\$66,230.48
WAITE	CYNTHIA	\$48,737.44	\$0.00	\$601.50	\$49,338.94
WAITE	JESSICA	\$800.00	\$0.00	\$0.00	\$800.00
WAITE	JONATHAN	\$3,000.00	\$0.00	\$0.00	\$3,000.00
WALKER	CATHY	\$260.00	\$0.00	\$0.00	\$260.00
WALKER	DEBORAH	\$40,482.96	\$0.00	\$0.00	\$40,482.96
WALTON	MARIA	\$8,099.17	\$0.00	\$0.00	\$8,099.17
WASS	RUSSELL	\$96,404.35	\$0.00	\$0.00	\$96,404.35
WEAVER	LAWRENCE	\$40,374.40	\$0.00	\$0.00	\$40,374.40
WHAYNE	SUSANNE	\$1,850.00	\$0.00	\$0.00	\$1,850.00
WIEGNER	GIAN-RETO	\$420.00	\$0.00	\$0.00	\$420.00
WIENER	DEBRA	\$47,040.25	\$0.00	\$0.00	\$47,040.25
WILLIAMS	JOANNE	\$29,217.97	\$0.00	\$355.16	\$29,573.13
WILSON	ROBERT	\$400.00	\$0.00	\$0.00	\$400.00

WOODSUM	DAVID	\$49,022.40	\$206.76	\$0.00	\$49,229.16
WOODSUM	JANET	\$22,587.59	\$0.00	\$0.00	\$22,587.59
WOODSUM	JOSEPH	\$300.00	\$0.00	\$0.00	\$300.00
WRIGHT	ANDREW	\$25,230.78	\$0.00	\$0.00	\$25,230.78
ZACHARER	CHRISTOPHER	\$4,517.50	\$0.00	\$0.00	\$4,517.50
ZADROGA	ELIZABETH	\$2,300.00	\$0.00	\$0.00	\$2,300.00
ZADROGA	MARY	\$70,156.70	\$0.00	\$162.50	\$70,319.20
ZAYKA	THEODORE	\$250.00	\$0.00	\$0.00	\$250.00
ZIMMER	MARGARET	\$83,597.67	\$0.00	\$939.68	\$84,537.35
				Total	\$11,300,887.69

Library					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
ALENSON	AUDREY	\$7,138.39	\$0.00	\$0.00	\$7,138.39
ANDREWS	SUSAN	\$41,128.00	\$0.00	\$0.00	\$41,128.00
BOLDUC	KRISTEEN	\$15,418.69	\$0.00	\$0.00	\$15,418.69
FLAGG	CAROL	\$10,037.19	\$0.00	\$0.00	\$10,037.19
FLOKOS	MATTHEW	\$741.76	\$0.00	\$0.00	\$741.76
GAGNON	LISA	\$59,348.80	\$0.00	\$325.00	\$59,673.80
HAYES	JILL	\$29,684.32	\$0.00	\$0.00	\$29,684.32
HOLMES	JENNIFER	\$14,822.20	\$0.00	\$0.00	\$14,822.20
KINGSBURY	ABIGAIL	\$51,355.20	\$0.00	\$536.29	\$51,891.49
KOZLOWSKI	CELESTE	\$6,383.25	\$0.00	\$0.00	\$6,383.25
MACMILLAN	JENNIFER	\$10,052.35	\$0.00	\$0.00	\$10,052.35
MCCORMACK	CONSTANCE	\$18,579.29	\$0.00	\$0.00	\$18,579.29
O'SHEA	KELLY	\$2,372.39	\$0.00	\$0.00	\$2,372.39
SPECHT	JENNIFER	\$2,027.66	\$0.00	\$0.00	\$2,027.66
SULLEBARGER	JANE	\$2,061.39	\$0.00	\$0.00	\$2,061.39
VENO	JUDITH	\$45,486.40	\$0.00	\$568.58	\$46,054.98
WILSON	MARY	\$84,622.40	\$0.00	\$2,115.56	\$86,737.96
				Total	\$404,805.11

Public Works					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
ALLARD	LAURENCE	\$47,082.36	\$17,085.63	\$0.00	\$64,167.99
AMMESMAKI	NICHOLAS	\$37,103.95	\$12,688.68	\$0.00	\$49,792.63
AMMESMAKI	RYAN	\$21,589.49	\$2,880.96	\$0.00	\$24,470.45
CANOLE	JOSEPH	\$59,883.21	\$1,619.03	\$0.00	\$61,502.24
COZZOLINO	ALFRED	\$12,380.70	\$0.00	\$0.00	\$12,380.70
GILBERT	BENJAMIN	\$43,612.26	\$15,039.53	\$0.00	\$58,651.79
GILBERT	RONALD	\$68,753.81	\$21,403.11	\$0.00	\$90,156.92
GRECO	BRETT	\$670.00	\$0.00	\$0.00	\$670.00
GRECO	JEFFREY	\$45,352.68	\$4,947.85	\$0.00	\$50,300.53

HOLMES	JAMES	\$13,633.21	\$2,887.93	\$0.00	\$16,521.14
MELVIN	ROBERT	\$52,701.32	\$4,892.15	\$0.00	\$57,593.47
NOTA	RICHARD	\$113,631.31	\$0.00	\$2,600.00	\$116,231.31
POITRAS	MICHAEL	\$39,397.13	\$6,366.62	\$0.00	\$45,763.75
SZOCIK	ROBERT	\$44,846.97	\$12,916.23	\$0.00	\$57,763.20
TREMBLAY	ROBERT	\$46,516.27	\$16,107.74	\$0.00	\$62,624.01
				Total	\$768,590.13

Police					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
BABU	OVIDIU	\$93,100.84	\$57,901.75	\$0.00	\$151,002.59
BOWOLICK	NATHAN	\$644.42	\$0.00	\$0.00	\$644.42
CASTRO	WILLIAM	\$30,000.00	\$0.00	\$0.00	\$30,000.00
COATES	JOHN	\$86,578.12	\$49,137.53	\$0.00	\$135,715.65
COFFIN	EDWARD	\$15,040.40	\$975.00	\$0.00	\$16,015.40
CRISTY	MATTHEW	\$23,034.80	\$2,841.00	\$0.00	\$25,875.80
DENMARK	EDWARD	\$128,325.60	\$0.00	\$2,600.00	\$130,925.60
DRISTILARIS	JOHN	\$5,524.30	\$282.00	\$0.00	\$5,806.30
ELA	CASSANDRA	\$156.00	\$0.00	\$0.00	\$156.00
FAHLBECK	NIKKI	\$13,490.40	\$985.50	\$0.00	\$14,475.90
FORTUNATO	DANIELE	\$60,090.34	\$3,542.40	\$0.00	\$63,632.74
GENETTI	CHARLES	\$60,554.16	\$25,326.70	\$0.00	\$85,880.86
HATSTAT	FREDERICK	\$390.00	\$0.00	\$0.00	\$390.00
HENDERSON	GARY	\$1,560.00	\$0.00	\$0.00	\$1,560.00
HERON	LEE	\$1,170.00	\$0.00	\$0.00	\$1,170.00
HUGHES	SCOTT	\$80,441.15	\$31,003.26	\$0.00	\$111,444.41
MCNALLY	JOHN	\$4,147.49	\$0.00	\$0.00	\$4,147.49
MCMAMARA	JAMES	\$624.00	\$0.00	\$0.00	\$624.00
MINER	TIMOTHY	\$56,210.77	\$15,925.53	\$0.00	\$72,136.30
NATOLI	PATRICIA	\$44,928.00	\$158.85	\$0.00	\$45,086.85
PERRY	NELSON	\$1,251.21	\$0.00	\$0.00	\$1,251.21
ROUVEL	PATRICIA	\$41,874.41	\$152.78	\$0.00	\$42,027.19
SCHAEFFER	TIMOTHY	\$52,945.94	\$16,359.53	\$0.00	\$69,305.47
SMITH	JASON	\$20,054.80	\$2,360.25	\$0.00	\$22,415.05
VIOLETTE	PETER	\$156.00	\$0.00	\$0.00	\$156.00
				Total	\$1,031,845.23

Finance					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
APONTE	ALFREDO	\$51,848.76	\$0.00	\$0.00	\$51,848.76
BELLIVEAU	AMANDA	\$19,136.33	\$0.00	\$0.00	\$19,136.33
COLLER	TAMMY	\$58,335.96	\$0.00	\$0.00	\$58,335.96

COPELAND	SUSAN	\$13,960.62	\$0.00	\$0.00	\$13,960.62
FITTERMAN	SUZANNE	\$11,124.00	\$0.00	\$0.00	\$11,124.00
HALEY	AMY	\$22,839.20	\$0.00	\$0.00	\$22,839.20
LEONARD	LORRAINE	\$115,296.00	\$0.00	\$2,882.40	\$118,178.40
RELIC	MARY	\$13,620.02	\$0.00	\$0.00	\$13,620.02
VELLANTE	JANET	\$68,998.36	\$0.00	\$1,699.96	\$70,698.32
				Total	\$379,741.61

Town Adminstrator/Staff					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
BRAGAN	TIMOTHY	\$126,492.08	\$0.00	\$0.00	\$126,492.08
DOUCET	JULIE	\$49,204.60	\$0.00	\$39.00	\$49,243.60
SOBALVARRO	MARIE	\$12,940.80	\$0.00	\$0.00	\$12,940.80
STOFFEL	EDWARD	\$25,642.53	\$0.00	\$0.00	\$25,642.53
				Total	\$214,319.01

Town Inspection Services					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
BAKUN	JAMES	\$10,222.73	\$0.00	\$0.00	\$10,222.73
FRIEDRICH	ROBERT	\$529.77	\$0.00	\$0.00	\$529.77
HORGAN	PHILIP	\$1,312.00	\$0.00	\$0.00	\$1,312.00
VELLANTE	GABRIEL	\$50,448.00	\$0.00	\$0.00	\$50,448.00
				Total	\$62,512.50

Veterans Services Agent					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
DETILLION	DWIGHT	\$4,700.00	\$0.00	\$0.00	\$4,700.00
				Total	\$4,700.00

Park & Recreation					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
CARLSON	GRACE	\$2,130.37	\$0.00	\$0.00	\$2,130.37
CARLSON	SAMUEL	\$302.68	\$0.00	\$0.00	\$302.68
FERGUSON	CARLISLE	\$176.24	\$0.00	\$0.00	\$176.24
FLOKOS	HEATHER	\$704.30	\$0.00	\$0.00	\$704.30
HILL	THOMAS	\$2,771.53	\$0.00	\$0.00	\$2,771.53
KENNEDY	DEIDRE	\$2,332.65	\$0.00	\$0.00	\$2,332.65
KENNEDY	KARA	\$4,633.82	\$0.00	\$0.00	\$4,633.82
KENNEDY	RYAN	\$2,294.46	\$0.00	\$0.00	\$2,294.46
LANDRY	JACKSON	\$4,983.72	\$0.00	\$0.00	\$4,983.72
LEROY	SEAN	\$3,490.24	\$0.00	\$0.00	\$3,490.24
LUCK	ALEXANDRA	\$11,272.80	\$0.00	\$0.00	\$11,272.80

MARA	LINDA	\$2,669.42	\$0.00	\$0.00	\$2,669.42
MORRISON	BARBARA	\$3,853.35	\$0.00	\$0.00	\$3,853.35
MORRISON	GRACE	\$3,841.90	\$0.00	\$0.00	\$3,841.90
PESA	PAT	\$405.96	\$0.00	\$0.00	\$405.96
PESSIA	BARBARA	\$3,906.00	\$0.00	\$0.00	\$3,906.00
WHARTON	HANNAH	\$2,063.02	\$0.00	\$0.00	\$2,063.02
WHARTON	LUKE	\$100.00	\$0.00	\$0.00	\$100.00
WILLIAMS	CARLY	\$2,448.02	\$0.00	\$0.00	\$2,448.02
WILLIAMS	MITCHELL	\$3,444.77	\$0.00	\$0.00	\$3,444.77
				Total	\$57,825.25

Land Use					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
ALLARD	ELIZABETH	\$51,345.84	\$0.00	\$130.00	\$51,475.84
				Total	\$51,475.84

Fire Department					
Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
BARBER	DUANE	\$3,191.06	\$0.00	\$0.00	\$3,191.06
BARTON	WILLIAM	\$4,771.56	\$0.00	\$0.00	\$4,771.56
BERTHOUD	WILLIAM	\$2,063.44	\$0.00	\$0.00	\$2,063.44
CURRAN	ROBERT	\$9,475.92	\$0.00	\$0.00	\$9,475.92
DEBETTENCOURT	FRANK	\$4,242.90	\$0.00	\$0.00	\$4,242.90
HARROD	EDGAR	\$251.00	\$0.00	\$0.00	\$251.00
HARROD	GREGORY	\$4,861.78	\$0.00	\$0.00	\$4,861.78
HAZEL	DAVID	\$3,358.10	\$0.00	\$0.00	\$3,358.10
HUCHOWSKI	KERRA	\$1,518.74	\$0.00	\$0.00	\$1,518.74
HUGHES	ADAM	\$3,514.92	\$0.00	\$0.00	\$3,514.92
INTO	STEPHEN	\$447.00	\$0.00	\$0.00	\$447.00
KENNEFICK	SEAN	\$2,611.34	\$0.00	\$0.00	\$2,611.34
MCELHANEY	WILLIAM	\$3,889.86	\$0.00	\$0.00	\$3,889.86
MORRIS	PAUL	\$2,155.62	\$0.00	\$0.00	\$2,155.62
NIGZUS	CHARLES	\$8,548.38	\$0.00	\$0.00	\$8,548.38
NOGLER	SCOT	\$8,443.40	\$0.00	\$0.00	\$8,443.40
NOGLER	SHANE	\$2,778.32	\$0.00	\$0.00	\$2,778.32
PERRY	ANDREW	\$7,323.66	\$0.00	\$0.00	\$7,323.66
PERWAK	BRIAN	\$1,678.90	\$0.00	\$0.00	\$1,678.90
SEARS	IAN	\$6,634.12	\$0.00	\$0.00	\$6,634.12
SHAW	JOSEPH	\$5,705.92	\$0.00	\$0.00	\$5,705.92
SHAW	WALTER	\$2,307.06	\$0.00	\$0.00	\$2,307.06
SICARD	RICHARD	\$72,416.88	\$0.00	\$0.00	\$72,416.88
SWEARINGEN	TYLER	\$1,758.50	\$0.00	\$0.00	\$1,758.50
WARREN	JUSTIN	\$4,329.38	\$0.00	\$0.00	\$4,329.38

WILMOT	BENJAMIN	\$1,565.37	\$0.00	\$0.00	\$1,565.37
				Total	\$169,843.13

Board of Health

Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
O'BRIEN	PAIGE	\$10,026.11	\$0.00	\$0.00	\$10,026.11
				Total	\$10,026.11

Council on Aging

Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
DUMONT	WILFRED	\$2,203.34	\$0.00	\$0.00	\$2,203.34
GODDARD	JOAN	\$7,863.40	\$0.00	\$0.00	\$7,863.40
HOLLAND	MARIA	\$22,166.86	\$0.00	\$0.00	\$22,166.86
PETERS	JIM	\$10,247.07	\$0.00	\$0.00	\$10,247.07
SORENSEN	MARY	\$13,704.58	\$0.00	\$0.00	\$13,704.58
TENNESON	PETER	\$2,045.32	\$0.00	\$0.00	\$2,045.32
THOMPSON	DEBORAH	\$58,624.00	\$0.00	\$0.00	\$58,624.00
VALLADARES	JULIO	\$6,555.74	\$0.00	\$0.00	\$6,555.74
				Total	\$123,410.31

Dog Officers

Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
BAMFORD	ANN	\$3,999.96	\$0.00	\$0.00	\$3,999.96
WILLARD	PAUL	\$12,500.04	\$0.00	\$0.00	\$12,500.04
				Total	\$16,500.00

Cable

Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
FERGUSON	J BRINTON	\$2,568.75	\$0.00	\$0.00	\$2,568.75
FERNANDEZ	ROBERT	\$11,700.00	\$0.00	\$0.00	\$11,700.00
REVANE	JARROD	\$504.00	\$0.00	\$0.00	\$504.00
				Total	\$14,772.75

Council on Aging - STWO

Last Name	First Name	Regular & Other	Overtime	Match	Total Gross
ARANY	KATI	\$696.00	\$0.00	\$0.00	\$696.00
FOSS	BLANCHE	\$720.00	\$0.00	\$0.00	\$720.00
GROENER	JILL	\$576.00	\$0.00	\$0.00	\$576.00
LEEMING	EDWARD	\$40.00	\$0.00	\$0.00	\$40.00
MURPHY	STANLEY	\$420.00	\$0.00	\$0.00	\$420.00
PODZYCKI	SUSAN	\$1,000.00	\$0.00	\$0.00	\$1,000.00
SOJA	DONALD	\$924.00	\$0.00	\$0.00	\$924.00
SPIELVOGEL	CHRISTINE	\$968.00	\$0.00	\$0.00	\$968.00

WILLIAMSON	JOANNE	\$576.00	\$0.00	\$0.00	\$576.00
WONG	JUDITH	\$280.00	\$0.00	\$0.00	\$280.00
ZAIKIS	KAREN	\$456.00	\$0.00	\$0.00	\$456.00
				Total	\$6,656.00

TOWN OF HARVARD FIRE SIGNALS

12	Route 2 East of Route 110	216	Upper Littleton Road at Littleton Town Line
14	Route 2 West of Route 110	217	Green Hill Road
21	Out of Town	221	Pinnacle Road
31	Library	222	Park Lane
32	Harvard Common	223	Little Common (Fairbanks Street)
33	Unitarian Church	224	Oak Hill Road
34	Town Hall	225	Cleaves Hill Road
35	Fire Station	226	Woodchuck Hill Road
36	Congregational Church	227	Route 111 at Stow Road
52	Town Beach	231	Route 111 at Boxboro Town Line (Route 495 & Codman Hill)
53	Lancaster Shore- Turners Lane	232	Sherry Road
54	Clinton Shore	233	Littleton County Road at Cleaves
112	Catholic Church		
113	Willow Road	234	Littleton County Road at Littleton Town Line
114	Madigan Road	235	Slough Road
115	Still River Road at Prospect Hill Road	236	Haskell
116	Still River Depot Road	241	Hynes Lane
117	Still River Road at Bolton Town Line	242	Murray Lane
	St. Benedicts	243	Eldridge Road
118	Under Pin Hill Road and Lovers Lane	311	Finn Road at Stow Town Line
121	Depot Road at Craggs Road (Pattee Road & Town Dump)	312	Hillcrest Drive
122	Harvard Depot	313	Withington Lane
123	Prospect Hill Road	314	East Bare Hill Road
124	Whitney Road	315	Westcott Road
125	Mill Road	316	Jacob Gates Road
126	Old Shirley Road	4321	Elementary School
131	Ayer Road at Route 2	6321	Junior Senior High School
132	Ayer Road at Old Mill Road	321	Bromfield Street at Bolton Road
133	Ayer Road at Ayer Town Line	322	Bolton Road at West Bare Hill Rd.
134	Lancaster County Road (goat farm & Cedar Ledge Road)	323	Abbot Lane
135	Old Mill Road	324	Partridge Hill Road and Deerfoot Trail
136	Blanchard Road	325	Brown Road
141	Poor Farm Road	411	West Bare Hill Road
142	South Shaker Road, Quarry Lane	412	Woodside Road
143	Glenview Drive	413	Scott Road
144	Shaker Road at Ayer Town Line (Sheehan Road)	414	Bowers Road
145	Shaker Hills	511	Warren Avenue
211	Lower Littleton Road at Cruft Lane, Orchard Hill	512	Tahanto Trail
212	Lower Littleton Road at Route 2	513	Peninsula Road
213	Lower Littleton Road at Littleton Town Line	5321	Old Bromfield Building
214	Sawyer Lane	5321	Bromfield House
215	Upper Littleton Road at and including Old School House Rd.		

SPECIAL CALLS

10 Repeated -- Civil Defense Call
2-2-2 All Clear
5-5-5 No School if blown at 7 A.M.
2 blasts at 12 noon - Test Blows