

2016

Annual Town Report

Harvard, Massachusetts

TOWN OF HARVARD
WORCESTER COUNTY

DATE OF INCORPORATION: 1732

FORM OF GOVERNMENT: Town Meeting

POPULATION: 5,778 – as of January 1, 2016

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: 8:00 A.M. – 4:30 P.M. Monday - Thursday
8:00 A.M. – 7:00 P.M. second Tuesday of the month

SENATORS IN CONGRESS: Elizabeth Warren, Edward Markey

REPRESENTATIVE IN CONGRESS, 3rd 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, 8:00 A.M. – 4:30 P.M., and the second Tuesday of the month 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 – 2016 ANNUAL TOWN REPORT

All photos in the report are courtesy of the Harvard Press. Cover picture (Willard Lane on Stow Road) – Lisa Aciukewicz. The 2016 Town Report has been compiled, formatted and edited by Julie Doucet, Executive Assistant to the Town Administrator and Board of Selectmen.

2016

Annual Reports
of the
Town Officers
of the
Town of Harvard



For the year ending
December 31, 2016

2016 Citizen of Note

Constance (Connie) Larrabee



It seems Connie has been a part of the fabric of this town and has had her finger on its pulse since she arrived in 1972. The variety of jobs (both paid and volunteer) she has held since her arrival tells a story of Harvard itself, as well as Connie's incredible interest in being part of it. For instance, her early years here were spent volunteering at the Elementary School and also working at the Westward Orchards packing plant. Educating kids and apples: Harvard's main industries. She soon became – and for many years was – the night dispatcher, working the 11 PM to 7 AM shift. It is rumored she took her sleeping bag to the police station – nights in Harvard can be slow.

Being a dispatcher, perhaps, gave her an edge in her next, multi-decades job: the local press. It began with delivering *The Harvard Post* in the late 1970's. In 1982 she became a reporter and in the following years covered Finance Committee and Conservation Commission, served as feature editor, associate editor, news editor and contributing editor. Today she keeps her hand in the goings-on by serving as a copy editor for *The Harvard Press*.

Driving the MART van from 2003-2007 introduced Connie to the needs of our senior population. She was soon appointed to the Council on Aging in 2008 and during her tenure has served as Co-Chair and Secretary. When she reached her term limit in 2014, rather than stepping away (as most would do) she continued volunteering as the COA's recording secretary. In 2016, when an alternate member of the COA was created, she was quickly appointed to that position.

But her greatest accomplishment – and the one that we can never, ever fully thank her for – is her quiet persistence and advocacy for the Renovation and Expansion of the Hildreth House. Connie was appointed as the COA representative to the Hildreth House Improvement Committee when it was formed in 2012. However, when initial estimates for the work were higher than originally expected, Connie was able to accept, understand and advocate to her fellow Committee and COA members that the project would only advance through our local political process if split into two phases. The first phase, just recently completed, addressed the parking safety and full accessibility challenges of the site and building. Through multiple iterations and changes in plans and costs, Connie has kept her “eyes on the prize” kept the project moving forward. She patiently attended multiple Capital Planning and CPC meetings, pursuing all available funding options to see the project completed. She patiently revised applications, paying attention to filing deadlines and providing complete answers to endless questions. When setbacks occurred, she found a way to work with the outcomes.

And all this with a smile or a slight sigh when frustration might have led others to quit.

Connie thinks she is finished now with the Hildreth House, but we all know Phase 2, the addition, remains to be done. And, frankly, we cannot quite imagine how that will happen without Connie's steady hand at the helm.

For these reasons, and more, the Board of Selectmen are very proud – and grateful – to name
Connie Larrabee the 2016 Citizen of Note!

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ELECTED OFFICIALS

BOARD OF SELECTMEN	(3 years) (5)	LIBRARY TRUSTEES	(3 years) (6)
KENNETH SWANTON, Chair	2017	MARY ABIGAIL COOLIDGE, Chair	2017
ALICE VON LOESECKE	2019	CHARLES F. REDINGER	2017
RONALD V. RICCI	2017	DAVIDA J. BAGATELLE	2018
LUCY B. WALLACE	2018	MARTHA GREEN	2019
STUART SKLAR	2019	STACIE CASSAT GREEN	2019
		CHRISTOPHER FRECHETTE	2018
CEMETERY COMMISSIONERS	(3 years) (3)	MODERATOR	(1 year)
JOHN J. SPERO, Chair	2017	ROBERT EUBANK	2017
THEODORE MAXANT	2018		
BRUCE R. DOLIMOUNT	2019		
CHARTER COMMISSION	(3 years) (9)	PARK & RECREATION COMM.	(3 years) (5)
PAUL COHEN, Chair	2019	WYONA LYNCH MCWHITE, Chair	2017
RICHARD MAIORE	2019	STEVEN VICTORSON	2017
SHARON MCCARTHY	2019	DOUGLAS THORNTON	2018
GEORGE MCKENNA	2019	FRANK CULMOME	2019
STEPHANIE OPALKA	2019	EDWARD FRACKIEWICZ*	2017
C. RON OSTBERG	2019		
CHARLES F. REDDINGER	2019	PLANNING BOARD	(3 years) (5)
CINDY RUSSO	2019	KARA MINAR, Chair	2019
PETER WARREN	2019	MICHELLE CATALINA	2018
		ERIN MCBEE	2017
COMMUNITY PRESERVATION COMMITTEE		FRANCES NICKERSON	2018
DIDI CHADRAN, Chair	2019	DON N. GRAHAM	2017
ELIZABETH WILLIAMS	2017	RICH MAIORE, Associate	yearly
DEBORAH THOMSON	2018		
JOHN LEE	2017	SCHOOL COMMITTEE	(3 years) (5)
MICHELLE CATALINA, appt. Planning Board	yearly	SUSANMARY REDINGER, Chair	2017
JOANNE WARD, appt. Conservation Comm	yearly	PATRICIA WENGER	2017
VACANT, appt. Park & Rec	yearly	JONATHAN K. GREEN	2019
PAM MARSTON, appt. Historical Commission	yearly	NANCY LANCELLOTTI	2018
RON RICCI, appt. MAHT (affordable housing trust)	yearly	MARY FRANCES TRAPHAGEN	2018
CONSTABLE	(3 years)	TREE WARDEN	(1 year)
GREGORY NEWMAN	2017	CHRISTIAN BILODEAU	2017
HARVARD BOARD OF HEALTH	(3 years) (3)	WARNER FREE LECTURE SOC.	(3 years) (6)
SHARON MCCARTHY, Chair	2018	LISA FOLEY, Chair	2017
LIBBY LEVISON	2019	MARY MAXWELL	2017
THOMAS C. PHILIPPOU	2017	TIMOTHY CLARK	2018
		THOMAS ACIUKEWICZ	2018
		SHEILA SIMOLLARDES	2019
		PATRICIA JENNINGS	2019

*Appointed through the 2017 election

APPOINTED OFFICIALS

ACCESS TO SERVICES LIAISON

DEBBIE KELLER

AGRICULTURAL ADVISORY COMMITTEE

PETER BASILE, Chair

PAM BROWNING

FRANKLYN CARLSON

CANDACE FRAZER

ROBERT TRAVER

vacant, alternate

vacant, alternate

vacant, alternate

AMBULANCE SERVICE (Volunteer Service)

Full Members

STEVEN BECKMAN, Co- Director

JASON COTTING, Co-Director

OLIVIA ALFANO

LILY ALFANO

MADELINE BECKMAN

ALEX CALDERWOOD

ZACK CLEMENTS

SOFIA COLLINS

HANNAH EGAN

CINDY GLADE

LIZ GOLDSMITH

EMMA HALL

ADAM HUGHES

DEBI KELLER

EMMA KENNY-PRESSIA

ALLAN KUONG

LINDA MARA

NIKKI MARGARETOS

LARRY MILLER

RUTH MYLES

MATHIAS NITTMANN

EMMA NOYES

KILEY NYGREN

GEORGE ORSULA

JOAN OJEMANN

SAMANTHA ROGERS

LIVIE ROONEY

SETH SAULNIER

JULIO VALLADARES

TANIA WARD

ROB WILLIAMS

BENJAMIN WILMOT

PROVISIONAL EMT MEMBERS

ISSAC ABOUAF

KAREN ANDREWS

AMANDA ACCORSI

GRETA BRETZ

JOHN BREYER

GRACE CARLSON

ARPITA CHAUDHURI

KATE CONNORS

STEVE HIERMAN

KYLE INTO

CINDY MAHONEY

MITCHELL MANDOZZI

(yearly) ***AMBULANCE cont.***

CHRIS MITCHELL

JUDY MITCHELL

(3 years) (5) KAT OGLESBY

2017 JAMES O'SHEA

2017 BILL SPACCIAPOLI

2018 JENNIFER SPECHT

2018 BETH WALKER

2019 KATHY WAUGH

(yearly) LUKE WHARTON

(yearly) KATHLEEN WILLIAMS

(yearly)

DRIVERS

HESTON CHIPMAN

CHRIS CONNERS

AMY GORTHORPE

ERIKA HOLZMANN

HARRY JACOBSON

PREETI MOSTELLO

WILL STEVENSON

TOM TONGE

OBSERVERS

JESSY ANDREWS

JOEY CLABRESI

TALBOT CHIPMAN

CAMRYN FAREN

CAROLINE NOYES

SHANE PICARIELLO

CONNOR REITLER

SOPHIE BECKMAN

JOSHUA CANNING

JULIA FOLEY

LEILA GRANT

TAL LINDSEY

SAMVIT PISAL

PILAR VVALLANTE

KATHERINE WORDEN

ANIMAL INSPECTOR/CONTROL OFFICER

(yearly)

PAUL WILLARD

ANN BAMFORD, Assistant & Poundkeeper

PAUL WILLARD

BARE HILL POND WATERSHED

(3 years) (7)

MANAGEMENT COMMITTEE

BRUCE LEICHER, Chair

2018

MEGAN GLEW

2017

PETER VON LOESECKE

2018

BRIAN MCCLAIN

2019

STEVE GORDON

2017

2 vacancies

1 student member vacancy

BOARD OF ASSESSORS

(3 years) (3)

DEBRA GEORGE, Chair

2017

CINDY RUSSO

2019

PETER WARREN

2018

APPOINTED OFFICIALS

BROADBAND COMMITTEE	2018	C. COUNCIL cont.	
NOYAN KINAYMAN		LUCILLE CLERKIN (1)	2018
CHRIS ROY		ROXANNE DALEO (1)	2019
JIM DOWSON		CATINA HAYDEN (2)	2018
MATTHEW CAULFIELD		DAVID MCLELLAN (1)	2019
OLIVIER BEAUCHEMIN		vacant, student	(yearly)
BURIAL OFFICER	(yearly)	DEVENS ENTERPRISE COMMISSION	
EDWARD DENMARK, Police Chief		vacant	TBD
		JAMES DEZUTTER	TBD
CAPITAL PLANNING & INVESTMENT COMMITTEE	(3 years) (8)	RUTH SILMAN, Appeals Designee	(yearly)
SUPERINTENDENT, LINDA DWIGHT		DUNCAN CHAPMAN, Alternate member	(yearly)
TOWN ADMINISTRATOR, TIM BRAGAN			
FINANCE DIRECTOR		ELDERLY & DISABLED TAXATION AID COMMITTEE	(yearly)
FINANCE COMMITTEE, HEIDI FRANK		AMY HALEY, TREASURER/COLLECTOR	
SCHOOL COMMITTEE, PATRICIA WENGER		DEBBIE THOMPSON, COA Director	
BOARD OF SELECTMEN, ALICE VON LOESECKE		BARBARA KEMP	
DEBBIE RICCI, CITIZEN AT LARGE	2017	ANN TAYLOR	
TERESA JARDON, CITIZEN AT LARGE	2018	LAURA ANDREWS	
COMMUNITY CABLE ACCESS COMMITTEE	(3 years) (7)		
BILL JOHNSON, Chair	2018	ELECTION OFFICIALS	(yearly)
RICHARD STEELE	2018	<u>DEMOCRATIC</u>	
MITCH NORCROSS	2018	DENNIS BRADLEY	
HAKAN SAHIN	2017	ABBE ALPERT	
KORALIA FRANKLIN	2017	AUDREY BALL	
RAY DUNN	2019	MARIE FINNEGAN	
vacant	2019	MEG BAGDONAS	
vacant 1 alternate & 2 student members	(yearly)	BARBARA KEMP	
ANYA ZULWANIK, Access Coordinator	(yearly)	JOSEPH HUTCHINSON	
		PATRICIA ANKLAM	
CONSERVATION COMMISSION	(3 years) (7)	DEBBIE KAEGBEIN	
PAUL WILLARD, Chair	2018	MARGE DARBY	
CHARLES GORSS	2017	SYDNEY BLACKWELL	
JAMES BRESLAUER	2017	<u>REPUBLICAN</u>	
JOANNE WARD	2018	MARY JARVIS	
MARGARET SISSON	2019	ROBERT HUGHES	
DONALD RITCHIE	2019	JANET U. WILHELM	
JANE' T WALDRON	2017	BECKY GORDON	
JIM BURNS, associate member	(yearly)	NANCY CRONIN	
		FRANCES MAIORE	
COUNCIL ON AGING	(3 years) (9)	RHONDA SPRAGUE	
DEBORAH THOMSON, Chair	2018	JAMES DE ZUTTER	
FRANCES MAIORE	2019	STEVEN CRONIN	
BRUCE DOLIMOUNT	2017	CAROL LEE TONGE	
KATIE PETROSSI	2017	PETER WARREN	
vacant	2017	<u>UNENROLLED</u>	
ELIZABETH WILLIAMS	2018	SUSAN REEDICH	
HENRY FITEK	2018	STEVE NIGZUS	
SUSAN GUSWA	2019	DEBBIE RICCI	
VICTORIA HAYAO	2019	ELIZABETH STONE	
DEBBIE THOMPSON, Senior Services Director	(yearly)	SANDRA LEFKOVITS	
CATHY WALKER, Administrative Assistant	(yearly)	LISA DAGDIGIAN	
PETE DUMOUNT, Program Coordinator	(yearly)		
MARIA HOLLAND, Outreach Coordinators	(yearly)	ELM COMMISSION	(2 years)
CHARLOTTE WINCHELL, Outreach Coordinator	(yearly)	BILL CALDERWOOD, Chair	2018
		vacant	2017
CULTURAL COUNCIL	(3 years) (9)	MARIO CARDENAS	2018
ALICE BARTRAM, Chair (1)	2017	DENIS WAGNER	2017
FRAN NICKERSON (2)	2017	CHRISTIAN BILODEAU, Tree Warden	(yearly)
DEBRA VANDERWERF (1)	2017		
EDITH JOYCE (2)	2018		
MAREN CAULFIELD (1)	2019		

APPOINTED OFFICIALS

EMERGENCY PROGRAM DIRECTOR RICHARD SICARD, Fire Chief	(yearly)	HAZARDOUS WASTE COORDINATOR RICHARD SICARD, Fire Chief	(yearly)
ENERGY ADVISORY COMMITTEE BRIAN SMITH, Chair DAVID FAY ERIC BROADBENT CHRIS ROY ANYA BEGUE FORREST HODGKINS, Associate member PAUL GREEN, associate member vacant, Student member	(yearly)	HISTORICAL COMMISSION PAM MARSTON, Chair GEORGE TRIANTARIS vacant (AIA) DAVID VANNICOLA STEVE NIGZUS (BD OF REALTORS) BEN GUTHRO DARIA SWANTON (Pl. Bd.) 2 alternate vacancies	(3 years) (7) 2017 2019 2018 2018 2019 2019 2017 (yearly)
FENCE VIEWERS BILL JOHNSON, MARIE SOBALVARRO, LEO BLAIR		HOUSING @ HILDRETH HOUSE COMM. RICK MAIORE, Chair HENRY FTTEK SUSAN GUSWA LUCY WALLACE VICTOR NORMAND	Ad-Hoc
FIELD DRIVER EDWARD DENMARK, Police Chief			
FINANCE COMMITTEE DON LUDWIG, Chair JOHN SEELEY STEVE COLWELL CHARLES OLIVER HEIDI FRANK RICHARD FELLOWS BRUCE NICKERSON vacant, Associate member vacant, Associate member	2017 2018 2018 2019 2019 2017 2017 (yearly) (yearly)	INSPECTIONAL SERVICES GABRIEL VELLANTE, Building Commissioner/Zoning Officer ROLAND BERNIER, Alternate Building Inspector 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)
FINANCE DEPARTMENT FRED APONTE, Accounting Officer AMY HALEY, Treasurer/Tax Collector HEIDI SPINNEY, Assistant Treasurer/Tax Collector ERIN BAKER, Assistant Assessor CARYL BROWSE, Receptionist	(yearly) (yearly) (yearly) (yearly) (yearly)	KEEPER OF THE LOCKUP EDWARD DENMARK	(yearly)
FIRE DEPARTMENT RICHARD SICARD, Fire Chief/Forest Fire Warden	(yearly)	LAND STEWARDSHIP COMMITTEE PHIL KNOETTNER PAM DURRANT ROBERT BENSON WENDY SISSON, Con Com Rep. JOANNE WARD JIM SAALFIELD JIM ADELSON	2019 2017 2017 2019 2018 2017 2018
FOURTH OF JULY COMMITTEE ANNE HENCH, Chair SHERRY GRAHAM PAT JENNINGS SANDRA FEMINO LIZ RUARK SARAH VON CONTA SHANNON BOECKELMAN RENE TURNHEIM SHANNON KINAYMAN JIM STODDARD PETER HENTZ MITCH OSTROWSKI MARGARET OSTROWSKI DAN JONES	(yearly)	LIBRARY DEPARTMENT MARY WILSON, Director AUDREY ALENSON LISA GAGNON JENNIFER MACMILLAN KRISTEN BOLDUC MEGAN MEDVIDOFKY CONSTANCE MCCORMACK JILL HAYES ABIGAIL KINGSBURY SUSAN ANDREWS JENNIFER HOLMES CELESTE KOZLOWSKI CATHERINE CHAISSON	(yearly)
HARBORMASTER - BOB O'SHEA	(yearly)	MART ADVISORY BOARD TIM BRAGAN	(yearly)
		MBTA ADVISORY COMMITTEE *vacant	(yearly)

APPOINTED OFFICIALS

MINUTEMAN HOME CORP. REP. HENRY FITTEK	(yearly)	DEPT. PUBLIC WORKS cont. ALFRED COZZOLINO, Transfer Station JAMES HOLMES, Transfer Station	
MONT. JOINT TRANS. COMMITTEE vacant, Selectmen's & Planning Bd. Reps.	(yearly)	REGISTRARS OF VOTERS AMY MCDOUGALL, Town Clerk MARYLIN MORGAN BARBARA WEISS NANCY REIFENSTEIN	(3 years) (4) 2019 2017 2019 2018
MONT. REGIONAL PLANNING COM. vacant, Planning Board appointee KEN SWANTON, Selectmen. appointee	(yearly)		
MONT. VOC. TECH. REP. - vacant	(yearly)	SELECTMEN'S OFFICE TIMOTHY BRAGAN, Town Administrator MARIE SOBALVARRO, Asst. Town Admin./ Human Resource Director JULIE DOUCET, Executive Assistant	(yearly) (yearly)
MUNICIPAL AFFORDABLE HOUSING TRUST GREG SCHMIDT, Chair LUCY WALLACE RON RICCI, CPC Rep. ALICE VON LOESECKE vacant KEN SWANTON EMANUEL LINDO	(2 years) (7) 2018 2017 2017 2017 2018 2018 2017	SEWER & WATER COMMISSION CINDY RUSSO, Chair RICHARD MAIORE KYLE HEDRICK	(3 years) (3) 2019 2017 2018
OLD LIBRARY ACCESSIBILITY SUB-COMMITTEE LUCY WALLACE WENDY COTE-MAGAN MARK MIKITARIAN		TOWN COUNSEL MARK LANZA	(yearly)
PERSONNEL BOARD VICTOR NORMAND, Chair DON LUDWIG, Fin Com Rep. STU SKLAR, Selectmen Rep. DIANA HARTE LIZ ALLARD, Employee Rep.	(3 years) (5) 2017 2018 2018 2017 (yearly)	TOWN HALL & HILDRETH HOUSE CONSTRUCTION COMMITTEE RICK MAIORE, Chair LAURA ANDREWS CONNIE LARRABEE PABLO CARBONELL JOHN GUSWA	(yearly)
POLICE DEPARTMENT EDWARD DENMARK, Chief / Communications Director JOHN COATES, Sergeant JAMES BABU, Sergeant PATRICIA NATOLI, Administrative Assistant PATRICIA ROUVEL, Administrative Assistant	2018 2018 (yearly) (yearly)	VETERANS' SERVICES AGENT MIKE DETILLION	(yearly)
POLICE OFFICERS Terms: (Officers - 3 yrs if >5 yrs or < 5 - yearly) SCOTT HUGHES DANIELE FORTUNADO CHARLES GENETTI TIMOTHY SCHAEFFER TIMOTHY MINER	2018 2018 (yearly) (yearly) (yearly)	WAR MONUMENT RESTORATION COMM. JON SCHOENBERG, Chair DAVID VANNICOLA JOHN LEE PATRICIA JENNINGS STEVEN CRONIN STU SKLAR, Bd of Selectmen rep.	(yearly)
RESERVE POLICE OFFICERS NATHAN BOWOLICK JOHN DRISTILARIS EDWARD COFFIN NIKKI FAHLBECK JASON SMITH	(yearly)	ZONING BOARD OF APPEALS CHRISTOPHER TRACEY, Chair STEVE MOESER TED MAXANT Associates MICHAEL LAWTON ORVILLE DODSON	(3 years) (3) 2018 2017 2019 (yearly)
PUBLIC WORKS DEPARTMENT RONALD GILBERT, Foreman RYAN AMMESMAKI NICKOLAS AMMESMAKI BENJAMIN GILBERT LARRY ALLARD ANDREW BERNHARDT RICHARD CARABBA JASON KIDDER CRAIG TILIKKALA ROBERT TREMBLAY, Mechanic		495 METROWEST PARTNERSHIP REP. DUNCAN CHAPMAN	(yearly)

GENERAL GOVERNMENT

*Board of Selectmen, Board of Assessors, Broadband Committee,
Charter Commission, Community Cable Access Committee, Community
Preservation Committee, Devens Enterprise Commission,
Energy Advisory Committee, Hildreth House Improvement Committee,
Municipal Affordable Housing Trust,
Old Library Accessibility Sub-Committee, Planning Board,
Town Hall & Hildreth House Const. Com, Zoning Board of Appeals*

➤ ➤ ➤ BOARD OF SELECTMEN ◀ ◀ ◀

Voters at the spring town elections elected Alice Von Loesecke to the Board of Selectmen to fill the seat of retiring Leo Blair. At its annual organizational meeting, the Board elected Ken Swanton chair, Stu Sklar vice-chair and Alice Von Loesecke clerk.

Board Goals

At its annual planning session in June 2016, the Board adopted a comprehensive set of goals for the coming year, and has made significant progress on them over the balance of the year:

- **Town Buildings:** The Board had several goals for 2016. First, attain a productive use for the Old Library after it is no longer needed as temporary offices for town employees. Second, complete the Hildreth House Senior Center Accessibility and Safety Improvement project, and begin to investigate moderate priced senior housing on the Hildreth House property. Third, encourage use of the renovated upper Town Hall for both public and private events. And finally, institute and monitor implementation of better facilities management.
- Review the Master Plan implementation items for the Selectmen
- Review items that the Selectmen should undertake to slow the growth of property taxes
- Enable the Municipal Affordable Housing Trust to be successful by working with them to develop a proposal that focuses their efforts where they can be most productive.
- Develop a ballot question for 2017 seeking direction from citizens on whether the Selectmen should begin to develop a plan to eventually resume jurisdiction of Harvard's historic portion of Devens.
- Assist the Planning Board with their village development plans in the Commercial District
- Investigate creating a Recreation Director with the Parks and Recreation Commission, draft a new job description of the Town Clerk, and develop a committee orientation process.
- Improve communication and outreach with community including a new town website

- Revise Selectmen Policies and Procedures to clarify the process for placing articles on the town warrant. And then formalize annual review process for the Town Administrator in 2017

Town Hall Renovations Completed

In June this major project was completed and the building was reopened. This was led by the Town Hall Construction Committee, with whom the Board met monthly to review progress. We thank them for guiding this major renovation on schedule and under budget. The two meeting rooms in the upper town hall are now used extensively by town boards. The Board established a policy for use of the large hall by other groups, and it was used by the farmers market, and reserved by the Harvard Schools Trust for their spring fundraiser. In December the Board added a one-day liquor license policy for groups using the hall.

Hildreth House Accessibility

In 2016 the Hildreth House Accessibility and Safety Improvement project was begun. When bids came in above budget, the Selectmen called a special town meeting in June 2016, at which an additional \$188k of funding was overwhelmingly approved for the project. This increased funding to \$1,548k of which \$119k was funded by a grant secured by the Board. The experienced Town Hall Construction Committee took up the building management task, and again it was well done and under budget. It features a lift and accessible bathroom to make the second floor accessible, an expanded and level porch reaching three accessible entrances, , and greatly improved and accessible parking. The Council on Aging is set to move back into the facility in February 2017.

Old Library

The Board focused a great deal of effort in 2016 toward achieving a productive use of the Old Library in 2017 after the town stops using it for temporary offices.

The Board continued discussions with the Harvard Cultural Collaborative who expressed interest in renting the building. In the fall the Concord Area Special Education Collaborative, of which Harvard is a member, also expressed interest in renting the building. In November, the Board asked all parts of town government if they needed the building and no one indicated that they did, and so the board decided to seek a tenant. In December the Board issued an RFP (request for proposals), so that anyone that wanted to rent the building could apply, except for two rooms that were reserved for town use. The RFP contained a rating system that the Board devised to score applications on criteria that the Board felt was important to the town. In January 2017, only the Harvard Cultural Collaborative responded to the RFP, and they met the terms of the RFP, so they are expected to be the next occupant of the building.

In January 2016 the Board appointed the Old Library Accessibility subcommittee to study the best way to make the building accessible. In October the subcommittee presented three alternative accessible entrances: a relatively low cost improvement to the back entrance, rebuilding the current main door on the side of the building, and subcommittee's preferred choice of recreating the original front door facing the town common. In December the selectmen decided to support restoring the front door as the optimal access solution, and to ask citizens at the 2017 town meeting to fund a study to make it accessible, and to fund making the back door accessible. The back door would enable the building to be rented while the front door is resolved, as well as enhance long term accessibility.

Financial Management

Through the good work of many people, Harvard is financially strong, as 2016 was our 9th year in a row of not needing a general override, and the town maintained its AAA bond rating. In 2016 the Board placed a focus on employee benefit costs, which have grown to become a very significant part of the town budget. It was found that comparable towns have moved much more quickly than Harvard to have employees share more of the cost of benefits, which also incents everyone to seek benefits that are both high quality and cost effective. In 2016 the Board made this benefit cost sharing a priority in all contract negotiations.

In the fall the Board worked with the School Committee to update the over twenty year old Memorandum of Agreement by which these boards share a Finance Director/School Business Administrator. This unique combined position is important for fiscal transparency and efficiency. We then worked together to refill the position. The Board also continued work to improve the maintenance of town buildings before repairs become overdue and expensive, by making this an integral part of the job description and requirements of the next DPW director.

Devens

For the second year in a row, Harvard called a special town meeting on the same night as Ayer and Shirley (a “super town meeting”) to consider a proposed zoning change at Devens. In October all towns supported a zoning amendment that added Residential zoned land to the abutting Innovative Technology (I-T) zone to create a larger I-T zone with the intent of attracting a tenant similar to the large Bristol Myers facility. The rezoned land is historically part of Harvard.

The Board decided in 2016 to place a question on the April 2017 ballot to ask Harvard residents if the Board should take steps to develop a plan to eventually reacquire its historic portion of Devens. The Board is seeking this direction so as to guide its actions, but it would be just the first step in a long journey that would require further approvals by voters.

Other Activities

In March, the Board reviewed a study from the Collin Center on how to improve management of the town’s DPW operation, which has been incorporated into plans for the department. In December the Board reviewed a Collins Center study on the Fire Department and Ambulance Service, and initiated discussions with both departments on the study recommendations and how to best add a full time resource to these very important volunteer organizations.

In April, town meeting approved the Board’s proposal to have the Town Administrator sign payroll and expenses warrants instead of the selectmen, while other improvements were deferred to study by the new Charter Commission. In June, the Board appointed a Broadband Committee to study the implementation of improved internet connection options for people in Harvard. In July, an improved town website was launched, and the Board reviewed its goals in the new Master Plan. In October, the Board established a committee to investigate building senior housing on land behind Hildreth House, in which funds eventually generated would help fund an expansion of Hildreth House. In the fall the Board worked with the Parks and Recreation Commission to investigate adding a Recreation Director in 2017. In December, the Board approved a new policy for putting items on town meeting warrants. The Board continued work on traffic calming measures for Ayer Rd, which might include a traffic signal or a roundabout. Four selectmen also served on the Municipal Affordable Housing Trust to help evolve its mission to partially fund successful projects, and to help resolve its Littleton Rd. project.

The Board would like to thank three long time members of town management who retired in 2016: Finance Director/School Business Administrator Lorraine Leonard, Town Clerk Janet Vellante, and DPW Director Rich Nota. The Board is grateful for the work of all dedicated town employees, and is especially thankful for the hundreds of citizen volunteers that serve in our town government and help make our town special.

Respectfully submitted,

Ken Swanton, Chair
Ron Ricci

Stu Sklar, Vice Chair
Lucy Wallace

Alice von Loesecke



Selectmen Lucy Wallace and Stu Sklar participate in the March for Meals campaign through the Meals on Wheels program.



➤ ➤ ➤ **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.

2016 saw several changes in the Board of Assessors. Don Graham and Joseph Theriault are thanked for their years of service to the Board of Assessors. New members Peter Warren and Cynthia Russo are welcomed to the Board. Jared Aponte is thanked for his time as Assistant Assessor and Linda Couture is thanked for her time as Associate Regional Assessor. We

welcome Erin Baker as our Assistant Assessor and Rebecca Boucher as our Associate Regional Assessor.

As always, if you have questions regarding any assessing issues, please feel free to contact Erin Baker, Assistant Assessor at 978-456-4100 x315 or by email at ebaker@harvard.ma.us. Office hours are Monday – Thursday 8:00AM to 4:00PM The Board normally meets at 2:30 PM on the second Tuesday of the month. Additional information is available through the town website.

Fiscal 2016 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	95.0366	1,027,728,890	18.05	18,550,506.46
Open Space	-0-	-0-	18.05	-0-
Commercial	3.3254	35,960,970	18.05	649,095.51
Industrial	0.2320	2,508,700	18.05	45,282.01
Personal Property	1.4060	15,204,766	18.05	274,446.03
TOTALS	100.0000	1,081,403,326	18.05	19,519,330.04

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>
2016	18.05	1,081,403,326	2428	19,519,330.04	.0321
2015	17.79	1,063,093,393	2424	18,912,431.46	.0439
2014	17.09	1,060,081,431	2428	18,116,791.66	.0279
2013	16.68	1,056,647,413	2434	17,624,878.85	.0306
2012	16.24	1,053,042,141	2,578	17,101,404.37	.0209
2011	15.47	1,082,829,559	2,575	16,751,373.27	.0263
2010	14.33	1,138,995,512	2,541	16,321,805.69	.0280
2009	13.43	1,182,225,622	2,551	15,877,290.10	.0500
2008	12.68	1,192,556,890	2,427	15,121,621.37	.0986

New Growth Revenue

<u>Fiscal Year</u>	<u>Added Valuation</u>	<u>Tax Rate</u>	<u>New Revenues</u>	<u>Change(%)</u>
2016	8,962,922	18.05	159,451	-.1783
2015	11,355,179	17.79	194,060	.6103
2014	7,225,126	17.09	120,515	-.0241
2013	9,323,841	16.68	151,420	1.6262
2012	3,727,025	16.24	57,657	-.4081
2011	6,797,164	15.47	97,403	-.1857
2010	8,906,659	14.33	119,616	-.5554
2009	21,219,482	13.43	269,062	.5064
2008	15,371,316	12.68	178,614	.1884

Fiscal Year 2016 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	12	3,803,500	316,875
101 Residential Single Family	1,756	933,610,680	531,669
102 Residential Condominiums	125	33,442,700	267,541
104 Residential Two Family	22	13,043,200	592,872
105 Residential Three Family	3	1,309,000	436,333

Miscellaneous Residential	26	17,557,200	675,276
111 – 125 Apartments	4	5,927,700	1,481,925
130 – 132, 106 Vacant Land	253	20,977,000	82,913
300 – 393 Commercial	61	30,627,500	502,090
400 – 452 Industrial	15	2,508,700	167,247
501 – 550 Personal Property	66	15,204,766	230,375
600 – 821 Chapter 61, 61A, 61B	85	3,392,380	39,910
TOTALS	2,428	1,081,403,326	

Respectfully submitted by the Board of Assessors:

Debra M. George, Chairman

Peter E. Warren, Member

Cynthia Russo, Member

Erin Baker, Assistant Assessor

Regional Resource Group (RRG) Staff:

Harald M. Scheid, Regional Tax Assessor

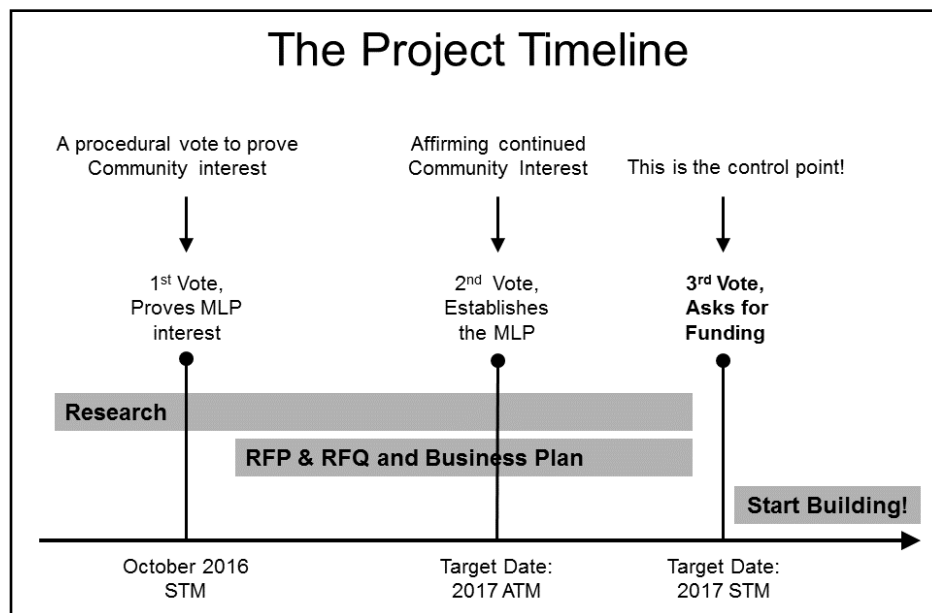
Rebecca A. Boucher, Regional Associate Assessor



➤ ➤ ➤ **BROADBAND COMMITTEE** < < <

This update is the first annual report from your Broadband Committee. We have a two-year charge from the Board of Selectmen to research the feasibility and develop a proposal for a municipal fiber-optic broadband network for the Town of Harvard. If found to be feasible and approved by the Board of Selectmen and the Town, the Committee would be responsible for the development of plans, budgets, financing, building and commissioning the operation of the service. Sufficient members to form a quorum were appointed in July 2016, and the Committee held its first meeting on August 5th, 2016.

The first major project milestone is citizen approval of a Municipal Light Plant (MLP), a no-cost legal entity that enables the creation of a municipal Internet Service Provider (ISP). As defined by MA Law Chapter 164, two separate votes are required to affirm the Town's support to create an MLP. The creation of an MLP does not obligate the Town in any way; it enables the Town's option to have a municipal ISP in the future if voter approved.



We thank the Town for its approval in the first vote. This outcome was supported by the Committee’s communications efforts, including public presentations and outreach as well as the creation of the harvardbbc.org website to keep the public informed.

Your Committee developed a strategy to use the time made available by the two required votes to perform due diligence in three areas:

- Best practices and lessons learned from the other 42 MLP ISP efforts currently underway in MA. We have established ongoing contact with several of the initiatives and gained significant insight from their efforts.
- Estimating the capital cost required for infrastructure using available public Geographical Information System (GIS) sources, including the availability of existing fiber optic cabling already present in Harvard.
- Estimating the market acceptance (take rate) of a competitive (non-exclusive) municipal Fiber-to-the-Home/Business (FTTX) ISP, including the adoption rates for classes of services and possible pricing.
-

This research is essential for the definition of viable options, including a business plan for an MLP ISP.

Our primary objectives for 2017 remain the same as our original plan, and we will examine adding additional stretch goals, depending upon our progress and discoveries:

- Prepare for the second vote of approval for the creation of a Harvard MLP. We will actively keep the community informed of our progress and findings, and we ask that everyone support this critical step with their affirmative vote.
- Complete the research initiatives (including direct surveys) and develop options to bring ISP competition to Harvard. One of the options will include a business plan for a Harvard MLP FTTX ISP.
- Deliver a business plan to the Board of Selectmen for their evaluation and consent for presentation to the Town for voter approval.
- Investigate feasibility of a FTTH pilot project.

If the Board of Selectmen approves the plan, your Committee will engage with residents to receive feedback and make necessary improvements.

The committee still has an unfilled seat and is looking to add additional finance skills to complement our current roster. Please consider joining the committee if your background is in finance.

We thank the Board of Selectmen and you for your support in bringing better Internet services to our Town!

Respectfully submitted,

Noyan Kinayman, Chair
Chris Roy

Jim Dowson
Maribeth Marcello

Olivier Beauchemin
Matthew Caulfield



➤ ➤ ➤ **CHARTER COMMISSION** < < <

Voters at the 2016 Annual Town Election approved a ballot question to establish a Town Charter Commission and elected nine individuals to serve on the Commission. The Commission's activities are guided by the provisions of Chapter 43B of the Massachusetts General Laws.

The Charter Commission held its required initial public hearing on Wednesday, May 25. Residents expressed a desire to increase civility, accountability, and transparency in our local form of government. Since the Town does not currently have a town charter, the Commission utilized the Town of Groton's Home Rule Charter as a template to document the current form of our town's government. Members examined the provisions of State law, Town bylaws, and Town policies and procedures to establish an illustrative charter document. This document was shared with the Town's elected and appointed committees.

Following the distribution of the illustrative charter document, the Charter Commission met with several town boards such as the Board of Selectmen, Planning Board, and Finance Committee to hear their thoughts and discuss the concerns that have been raised by town residents. Each of the semi-monthly Charter Commission meetings has a public comment period. Under State law, the Charter Commission is required to submit a preliminary report, including the text of a proposed charter by August 14, 2017 and a final report by October 12, 2017. If a town charter is recommended, voters would act upon the proposed town charter at the 2018 Annual Town Election.

Respectfully submitted,

Paul Cohen (Chairman),
Stephanie Opalka
Peter Warren

Rick Maiore
Ron Ostberg

Sharon McCarthy
Charles Redinger

George McKenna
Cindy Russo

Charter Commission

Commission members pictured: George McKenna, Chairman Paul Cohen, Ron Ostberg, Rick Maiore, Stephanie Opalka and Charles Redinger.





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

This has been the most transformative year for Harvard Cable TV (HCTV) since the creation of the Community Cable Access Committee in 1996. 2016 is the year that we fully realized the most difficult but most impactful aspects of the 10-year strategic plan that we defined at the end of 2014.

Our strategic plan called for a major upgrade of our recording and broadcast capabilities by 2016, totally replacing the existing stand-alone systems based on standard definition video capture, analog transmission, and tape/disc data storage technologies. To this end, we purchased and installed ~\$107,000 of new High Definition (HD) equipment including studio cameras, field cameras, video switchers, and broadcast equipment. We interconnected this equipment over a new high speed (3Gbps) fiberoptic network that directly couples the HCTV facility to our remote recording sites and to the Charter network for live broadcast. We worked feverishly and successfully to bring up the new system in the renovated Town Hall with minimal interruption to service. The improvement in recorded and broadcasted picture quality is truly remarkable!

Our 10-year plan also called for investment in increased staffing to support the transition to our new recording and broadcast architecture, and to give better support to the Schools, COA and other Town organizations to stimulate more local video production. To this end, we hired a new Station Manager, Anya Zulawnik, and a new Station Operations person, Steve Adrian, both of whom bring significant experience in video production and equipment technology. Together with our other crew members, Brint Ferguson and Judy Wong, as well as our Bromfield student intern, Clara Alexander, HCTV now has a highly talented and highly productive team that is successfully integrating our new equipment while simultaneously expanding our video offerings on cable and on YouTube.

Perhaps the most satisfying of our accomplishments this year has been the continued collaboration with the Schools to expand the exposure and involvement of more students relative to the enriching field of video production. HCTV has built an even closer relationship with the Bromfield School and helped with the creation of the student-run news program entitled Bromfield Now! which is posted every few days on the school's website and watched in many classes. This program is produced by students in Bromfield's accredited TV Production class. HCTV also collaborated with other teachers to produce programs for their classes. For instance, four speeches were recorded, as well as a rousing debate on the Internet, by students in the Public Speaking class taught by Christopher Jones. On the student athletic side, HCTV was contacted by The Bare Hill Rowing Association to help them create a promo for their Ergathon fundraiser. The promo was created with the help of two student rowers who provided the voice-over.

Besides recording and broadcasting the innumerable Selectmen, School Committee, Finance Committee, Planning Board, and ZBA meetings, HCTV has extended its governmental coverage to additional discussions such as the Charter Commission meetings and the 2016 Annual Town Meeting warrant review sponsored by the League of Women Voters. HCTV has captured a

broad range of local talks and events as well, from the historic recording of Harvard Lions Club first Annual Bed Race with all of its enthusiasm, excitement and energy, to the production of *The Philadelphia Story* staged by Harvard Friends of the Arts. One of the first events recorded during 2016 was *The Bromfield School Science Fair*. The students who took part in it were interviewed about their projects and asked to demonstrate their inventions. After the program was edited it was broadcast on cable, and posted on HCTV's YouTube channel where it was viewed over four hundred times. It was also shared with the Bromfield School and posted on the school's website. The station also recorded 3 lectures sponsored by the Harvard Council on Aging: *Senior Scams*, *A Village Model* and *The History of Halloween*. As a fun aside, Harvard Cable TV also teamed up with the Harvard Alpaca Ranch to produce a short program about the farm and its 8 alpacas. The staff planned and co-produced the program with the owner Matthew and Amy Varrell. It provides information about alpacas, their habitat, diet and personalities. And perhaps most notably, the 2016 graduation was recorded for the first time on HCTV's new portable switcher with the studio's 4 new HD cameras and graphic overlays which enhanced greatly the production quality. The staff received a lot of positive feedback for the recording.

HCTV continues its initiative to utilize YouTube and Facebook to stream selective recorded content. In this effort, HCTV has posted all 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 www.youtube.com/harvardcabletv and www.facebook.com/harvardcabletv. It is our plan in 2017 to bring up our own streaming site that will offer live broadcast streaming as well.

From a financial perspective, the Committee started 2016 with \$152,205.61 in its two operational accounts, and ended the calendar year with a balance of \$84,684.42, including the 2016 license fee income of \$ 64,017.95 from Charter. This provides adequate monies for both staff and operational expenses for the remainder of the fiscal year, leaving sufficient contribution towards next year's budget.

In closing, the Committee would like to express its deepest appreciation to retiring Station Director Robert Fernandez for his many years of service to the Committee. Robert was HCTV's first paid staff member, and played a key role in HCTV's evolution these past 6 years through his guidance and dedicated work.

Respectfully submitted,

Bill Johnson, Chair
Mitch Norcross

Ray Dunn
Hakan Sahin

Koralia Franklin
Richard Steele



➤ ➤ ➤ **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 include the acquisition and restoration of Open Space and Recreation assets, the development and support of Affordable Community Housing, and Historic Preservation initiatives; a minimum of 10% of each year's new funds must go to each of the three areas.

The Town of Harvard adopted the Act provisions in 2001, voting a surcharge of 1.1%. Since its inception through the end of fiscal 2015 Harvard has raised approximately \$4.0 million, including more than \$2.4 million raised locally by the 1.1% surcharge. Unfortunately, the State match continued its downward trend from FY2017 to FY2018, decreasing from 29.7% to approximately 15%. The match is funded by fees collected at the Registries of Deeds statewide and allotted among the 172 communities participating in the Commonwealth. The uncertainty of real estate transactions combined with the growing adoption among Massachusetts communities (including Boston, Somerville, and 9 other municipalities in 2016), may lead to significant reductions in State match contributions in the future.

An Act to Sustain Community Preservation Revenue has been filed in the State House (HD2225) and Senate (SD588) which, if passed, would increase the fees collected at the Registries of Deeds to provide all current CPA communities a 50% first-round contribution.

Activities of the Community Preservation Committee

At the 2016 Annual Town Meeting, the town voted to approve \$465,800 to all projects and reserves recommended by the CPC. The approved projects for FY17 were:

- \$26,100 from Fiscal 2017 Community Preservation Fund unspecified reserves, to be placed in the Municipal Affordable Housing Trust Fund
- \$26,100 from Fiscal 2017 Community Preservation Fund unspecified reserves, to be expended by the Conservation Commission for the purpose of controlling invasive plants on conservation land
- \$26,100 from Fiscal 2017 Community Preservation historic reserves to the Town Clerk for the preservation of historic town documents
- \$85,000 from the Fiscal 2017 Community Preservation Fund unspecified reserves for payment of debt for the renovation of Town Hall
- \$300,000 from Fiscal 2017 Community Preservation Fund unspecified reserves, to be expended by the Town for payment of allowable expenses for the renovation of Town Hall
- \$2,500 from fiscal 2017 Community Preservation Fund unspecified reserves, to be expended by the Harvard Community Preservation Committee for administrative expenses

FY2018 Applications

The committee received five applications for consideration. The complete list of FY2018 applications is as follows:

- \$24,752 from the Town Clerk for the preservation of Town Hall Records
- \$100,000 from the Conservation Commission for protection of open space
- \$700 from the Council on Aging for restoration of Hildreth House porch trim
- \$80,000 from the Historical Commission to continue restoration of the stone wall along Massachusetts Avenue in front of The Bromfield School and the Harvard Public Library

- \$20,268 from the Municipal Affordable Housing Trust for development funds

(The Council on Aging withdrew their request for funding in December 2016.)

As with fiscal year 2017, the CPC needed to consider its obligation to service the \$1 million bond for Town Hall historic renovation under Warrant Article 18 of the April 28, 2012 Annual Town Meeting, which the town voted to approve. To meet this obligation, the CPC submitted a warrant article to recommend payment of \$63,000 from unspecified reserves to service the bond for Town Hall historic renovation.

The recommendations of the CPC will be included in the 2017 Annual Town Meeting Finance Committee Report Recommendations and Warrant Articles.

Respectfully submitted,

Didi Chadran, Elected, Chairman

Beth Williams, Elected, Secretary

Michelle Catalina, Planning Board

Joanne Ward, Conservation Commission

[Vacant], Park & Recreation Commission

Deborah Thomson, Elected, Vice-Chair

John Lee, Elected, Treasurer

Pam Marston, Historical Commission

Ron Ricci, Municipal Affordable Housing Trust



➤ ➤ ➤ **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 2016 Annual Report can be found at <http://www.devensec.com/meetings.html> under Annual Reports 2016.

Respectfully submitted by Harvard's DEC Commissioners:

James E. DeZutter

Eric Stolfus

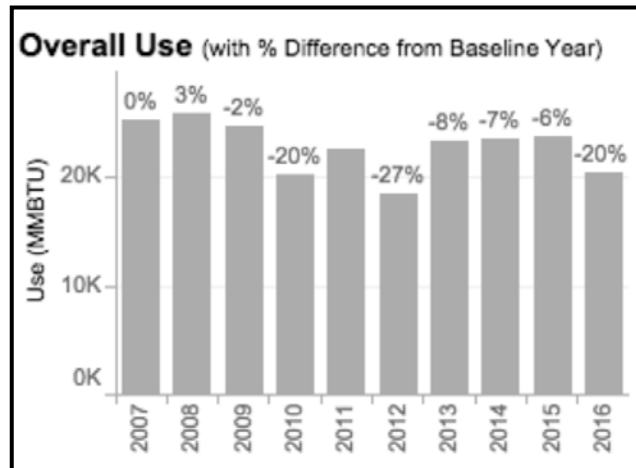
Duncan Chapman III
(Alternate)



➤ ➤ ➤ 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 2016, HEAC:

- Continued the long term identification and implementation of energy savings opportunities to reduce energy use by 20% (from FY09) as part of the Green Community program. FY16 usage is down 18% vs. FY09 (~12% weather normalized).
- Updated Town energy usage and costs for electricity, heating oil, natural gas and vehicle fuel using the MassEnergyInsight software. Graph below shows energy usage since FY07.



Energy Reduction Projects

HEAC implemented the projects funded by the DOER Green Community Grant:

- Bromfield / Hildreth School / Public Library – Retro-commissioning-complete; Energy Monitoring continues in 2017.
- DPW – Exterior LED Lighting Retrofit - complete
- Police/Public Safety Building - Exterior LED Lighting Retrofit - complete
- Hildreth House – Furnace - complete
- Bromfield School – Hallway LED Lighting Retrofit and Controls - complete
- Bromfield School - Exterior LED Lighting Retrofit - complete
- Public Library Lighting – completed reduced scope

Other Projects/Initiatives

- Net Metering Credit Purchase Agreement – Recommended to proceed with an agreement for Solar Net Metering credits to be negotiated and signed in 2017.
- Community Choice Aggregation – Completed first milestone of BOS vote, public forum and Town Meeting vote in October to contract for electric supply for Town residents and businesses.

- DOE-funded Sundial Demonstration Project – Integrated PV, Energy Storage and Facility Load Management for Shirley 1MW Project – Completed prequalification and facility signing by School Committee of Letter of Intent with NGRID contractors.
- Provided input regarding Energy issues to the Town Commercial Design Guidelines.

The Town of Harvard's success in meeting our goals for improving energy efficiency and reducing energy use relies on the participation of all who play a role in town governance and operations. HEAC appreciates the efforts of all who have supported the projects and initiatives noted above. Please contact the Selectman's office or a member of HEAC to find out how you can become involved and ensure we achieve our goals.

Respectfully submitted,
 Brian Smith, Chair
 David Fay
 Forrest Hodgkins, Associate member

Eric Broadbent, Vice Chair
 Chris Roy, Paul Green
 Anya Begue, Student member



➤ ➤ ➤ **HILDRETH HOUSE IMPROVEMENT COMMITTEE** < < <

The Hildreth House Improvement Committee completed its final charge this year with the installation of 44 energy-efficient replacement windows at Hildreth House. When the project failed to attract any contractor bids, a team of volunteers under the leadership of Wade Holtzman worked Saturdays during January and February installing windows in the living room, dining room, kitchen, upstairs parlor, computer room, three offices and bathroom. In addition to Holtzman, the team included Tom Garfield, Jack Spero, Keith Cheveralls, Bob Jarratt, Brint Ferguson, Ron Ricci and Ken Swanton, with Pat Jennings and Connie Larrabee providing cleanup support. The committee is grateful for the skill, dedication, and good humor of these volunteers, who saved the town thousands of dollars in installation costs.

The volunteers installed all but 18 windows, some of which were the wrong size and had to be reordered, while others, like the eight attic windows, were too high to be installed without special equipment. Those windows were later installed by Classic Construction, the building contractor for Phase 1 of the Hildreth House renovation project.

The window replacement project was funded by a \$66,600 grant from the Community Preservation Committee. Due to the efforts of the volunteer installation crew, there was enough surplus to cover painting the exterior window trim as well. The Hildreth House Improvement Committee expects to return more than \$3,000 of that grant to the CPC.

The original Hildreth House Improvement Committee was disbanded in June and replaced by a three-member committee to oversee completion of the window project.

Respectfully submitted,

Laura Andrews	Pat Jennings	Connie Larrabee	Fran Nickerson
Ann Taylor	David Vannicola (2012-2016)		
New HHIC: Laura Andrews, Connie Larrabee, Rick Maiore (2016-2017)			



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

This year the Trustees of the Municipal Affordable Housing Trust Fund continued their efforts to sell the property at 166 Littleton Rd, which the trust purchased in 2014 for \$1,200,000.00. Several Requests for Proposals (RFP) were issued to sell the entire property either as one parcel or as individual lots. Unfortunately, no one responded with an acceptable proposal. The requirements of the RFP process preclude negotiating with bidders either on price or conditions which complicates the Trustees' ability to sell it. The Trust has worked with a broker for the last year and, with Town Counsel's concurrence, is now pursuing the conventional listing route. If an acceptable offer is received, then an RFP will be issued based upon the offer.

The Trust's success in creating affordable housing has been limited to subsidizing projects proposed by private developers. Several years ago, the Bowers Brook Senior Housing project provided 42 affordable rental units with a no interest loan of \$200,000.00 to the developer. With a grant of \$140,000.00 to the developer of rental and ownership units at Emerson Green on Devens, Harvard will receive credit for forty affordable housing units. The Trustees are amending their operating Policies and Procedures to focus on these areas of success.

Respectfully submitted,

Trustees:

Ron Ricci
Lucy Wallace

Greg Schmidt
Alice von Loesecke

Ken Swanton



➤ ➤ ➤ **OLD LIBRARY ACCESSIBILITY SUB-COMMITTEE** ⬅ ⬅ ⬅

The Old Library Accessibility Committee was appointed by the Board of Selectmen in January 2016 and charged with investigating potential options for providing handicap access to the Old Library and, based on its investigation, recommend a preferred option. The Committee was comprised of 4 members: Selectmen Leo Blair and Lucy Wallace, Mark Mikitarian, representing the Harvard Cultural Collaborative, and Wendy Cote-Magan, an architect. Mikitarian was elected chair. In April Ken Swanton replaced Leo Blair whose term as Selectmen had ended.

By state law the cost of improvements relative to the assessed value of the building triggers certain requirements in accessibility and other code compliance issues. In this instance, the trigger amount was \$105,000 and if work over the course of 3 years exceeded this amount, all public entrances must be made handicap accessible. The Committee considered 4 options, one on each side of the building.

- Option #1 - east side: Improve the existing entrance at the rear door into the basement. This option would require regrading of the existing pathway from Fairbank Street to the door to meet grade requirements, installation of a small paved area outside the door to accommodate wheelchair turning and replacement of the existing door with a lighter door and activation mechanism. Given the proximity of the path and paved to the abutting driveway, a survey of the Library's parcel and location on the parcel was requested. It is likely that minor easements may be required to accommodate this option.
- Option #2 – south side: Install a ramp from Fairbank Street to the existing side entrance, move the existing door to the center of the enclosed loggia to provide proper door clearances, and return the existing doorway to its original configuration as a window. It also would require rebuilding of the existing exterior stairs to meet the floor level at the new entrance required by the ramp.
- Option #3 - west side: Restore the original historic front entrance and provide a ramp in front of the building that would join the restored exterior stairs at the main floor of the Library. The existing side entrance would be removed.
- Option #4 - north side: Install a ramp from Fairbank Street along the side of the building. Due to grade and elevation, when it reached the north side door, the ramp would be approximately 5 feet off the ground and very exposed. It also would be partially located on the abutting driveway. For these reasons, it was not considered a viable alternative.

In addition to evaluating exterior accessibility options, the Committee considered interior accessibility compliance to determine if there were significant shortcomings with any of the options. It was determined that a code consultant would be needed to do a more thorough evaluation of accessibility throughout the building. A code consultant would also be needed to determine code compliance issues and costs that could be triggered by providing exterior accessibility. The Committee obtained very preliminary cost estimates for exterior accessibility for 3 of the 4 options (excluded option #4). The rear door, option #1, was the least expensive, at an upper level of \$50,000. Options #2 and #3 were from \$300,000 to \$400,000.

A report was submitted to the Selectmen in October recommending option #3. The primary reasons for this recommendation were that it would be in keeping with the historic and original design of the building and it would provide a single public entrance facing the common. All other entrances would be closed as public entrances and kept for emergency egress only. The Committee also recommended seeking the services of an architect to prepare schematic design drawings based on the conceptual plans developed by the Committee, to determine any code compliance issues which would need to be addressed or possibly waived, and an estimator's costing of the project.

The Board of Selectmen unanimously concurred with the recommendation but, being concerned about costs and ability to lease the building pending resolution of Option 3, voted to seek funding from the 2017 Annual Town Meeting for implementing Option #1 and for developing schematics and cost estimates for Option #3.

Respectfully submitted,

Mark Mikitarian, Chair
Ken Swanton

Wendy Cote-Magan
Lucy Wallace



➤ ➤ ➤ **PLANNING BOARD** < < <

Over the course of the past year, the Planning Board continued several community planning initiatives that it had previously launched, conducted new planning studies funded by grants and carried out its Protective Bylaw responsibilities to the Town.

In 2016, the Planning Board endorsed four Approval Not Required (ANR) plans. The Board issued Site Plan decisions for the Bromfield parking lot, Hildreth House driveway plan, and a commercial renovation at 284 Ayer Road. The Board approved two driveway site plans. The Board renewed four cell tower Special Permits, responded to three requests from the ZBA for comments on applications that were before that board, and submitted one comment letter to MassHousing for the proposed Craftsman Village comprehensive permit project on Ayer Road. In addition, the Board worked cooperatively to review and update its Rules and Regulations, Chapter 133 of the Town Code, which the Board adopted in February.

At the April 4, 2016 Annual Town Meeting, Town Meeting approved four zoning amendments presented by the Planning Board. These amendments involved:

- At the request of the ZBA, modifying the figures in §125-3 for expansions of non-conforming one and two-family dwellings;
- Adding assisted living facilities as a permitted use in an Ayer Road Village Special Permit;
- Modifying the dimensional requirements for the Commercial District for front, side, and rear setbacks and for the minimum green area requirement; and
- At the request of the ZBA, amending §125-32C to clarify the setback requirement when upgrading failed septic systems.

At the October 24, 2016 Special Town Meeting, Town Meeting approved two additional zoning amendments presented by the Planning Board:

- Adding a new §125-39.G to require sidewalks in the Commercial District for developments that require site plan review.
- Adding a new §125-55, Hildreth Housing Overlay District to allow senior housing as a permitted use on Town-owned land adjacent to the Hildreth House.

At the October 24, 2016 Super Town Meeting, Harvard, along with Shirley and Ayer, approved a zoning amendment for Devens submitted by MassDevelopment to rezone 32.7 acres of land on Grant Road from Residential I to Innovation and Technology Business. The Planning Board supported the amendment, which will create a large site for light industrial and research and development companies.

The Master Plan Steering Committee (MPSC), with the assistance of the Town Planner, completed the Master Plan and forwarded the document to the Planning Board. The Board

conducted a careful review and formally voted to adopt the Plan in August of 2016. The Board will coordinate the implementation of a diverse set of actions to preserve the character of the Town while moving the Town forward in the 21st Century. The Master Plan is available on-line at <http://www.harvard.ma.us/master-plan>. The Board gratefully acknowledges the dedication of the MPSC who worked faithfully to complete the Plan despite several setbacks.

Kara McGuire Minar, Co-Chair
Susan Mary Redinger
Victor Normand
Jaye Waldron
Joe Hutchinson

Lucy Wallace, Co-Chair
Didi Chadron
Joseph Theriault
Donald Ludwig
Elaine Lazarus

Town Meeting approved funding for the fourth 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 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 Open Space Plan Committee and the Ayer Road traffic study group. In his assistance to the Planning Board, Bill continues to: draft regulatory and bylaw changes; review site plans and other development proposals; draft decisions; offer technical advice to other town committees; write grant proposals; and assist in the execution of the Master Plan. In 2017, the Planning Board has asked for a warrant article to continue the Planner as a part-time contractual position.

In December, Rich Maiore was appointed as an Associate Member, and will be able to act on special permits before the Board when a full member is not able to act. Rich will also bring his knowledge of the Town and experience as a former member of the Economic Development Committee to assist the Board in a variety of tasks. In 2017, two seats for three-year terms 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, served as the Board's representative to the Hildreth House Improvement Committee, and was the Chair of the Commercial Design Standards Task Force and the Town Center Transportation Committee. Don Graham is the Planning Board's delegate to the Montachusett Regional Planning Commission and was the representative to the Economic Development Committee, which was disbanded this year. Michelle Catalina is the Board's liaison to the Community Preservation Committee. Fran Nickerson serves as a liaison to the Municipal Affordable Housing Trust Fund and the Housing at Hildreth House Committee, which has the charge of building senior housing adjacent to the Hildreth House. Kara McGuire Minar serves as Chair of the Planning Board, represents the Board on the School Committee's Long Range Planning Committee, co-chaired the Master Plan Steering Committee, and is a member of the Ayer Road traffic study group.

The Planning Board would also like to extend its sincere thanks and appreciation to Liz Allard, the Land Use Administrator, 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 achieved a significant planning milestone by completing design guidelines for development of the Commercial District in October. With only a limited amount of land zoned for commercial development in Harvard, it has been a longtime goal of the 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 Commercial Design Standards Task Force was led by Board member Erin McBee, and consisted of local design and development professionals. Town Planner Bill Scanlan provided technical assistance to the Task Force. The report is available on the Planning Board page of the town website. The Board would like to acknowledge the contribution of the members who helped put together a document that will make a profound difference in the quality of development in the C-District.

Erin McBee, Chair
Rochelle Greayer
Jim Lee
Wendy Cote-Magan

Rich Maiore
Suzanne Dutkewych
Al Combs

The Town Center Transportation Committee (TCTC) continued to work with the Montachusett Regional Planning Commission on a study of transportation conditions in the Town Center. With a \$25,000 grant, MRPC staff made recommendations on traffic circulation and safety 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 provided an opportunity to re-assess recommendations in that report. The study provides a comprehensive, long-range plan for improving circulation issues in the Town Center and will allow the Town to advance specific solutions to improve the flow of cars and safety of pedestrians. The TCTC report is available on-line at <http://www.harvard.ma.us/planning-board>. Erin McBee chaired the TCTC, and the Board would like to acknowledge the dedication of the members to address an issue of critical importance to the Town.

Erin McBee, Chair
Richard Sicard, Fire Chief
Dr. Linda Dwight, School Superintendent
Edward Denmark, Police Chief
Rich Nota, DPW Director

Billy Salter
Tim Clark
Sue Guswa
John Lee
Rick Maiore

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 first 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 8:00 am-4:30 pm.

Respectfully submitted:

Kara McGuire Minar, Chair
Don Graham
Fran Nickerson
William Scanlan, Town Planner

Erin McBee, Vice-Chair
Michelle Catalina
Rich Maiore
Liz Allard, Land Use Administrator/Conservation Agent



➤ ➤ TOWN HALL & HILDRETH HOUSE CONST. COMMITTEE < <

Background: The Board of Selectmen appointed the Town Hall Construction Committee in October 2014 to implement the revised renovation plan approved by voters at the October 27, 2014 Special Town Meeting. This plan was a refinement of an earlier plan for which voters had approved \$3,970,000 at Annual Town Meeting in April 2012.

At the end of April 2015, the committee unanimously agreed to add to its charter the Hildreth House safety and accessibility renovation project at the selectmen's request. Voters had approved \$1,360,000 for this project at Annual Town Meeting in March 2015 and an additional \$188,223 at a Special Town Meeting in October 2016. With the addition of the HH project the committee became known as T3HCC.

The committee is made up of:

- Laura Andrews, recorder
- Pablo Carbonell, construction expert
- Jack Guswa, schedules and permit liaison
- Connie Larrabee, senior center representative
(joined June 2015)
- Rick Maiore, chairman

Bill Barton worked on the Town Hall project until mid-2016 and Al Combs worked on both projects until the end of 2016.

Assistant Town Administrator Marie Sobalvarro was instrumental to both projects and Council on Aging Director Debbie Thompson participated in the Hildreth House project.

By May 2016, the Town Hall project had been substantially completed and Town Hall employees moved back into the building from the old library in early June. A new roof, new structural supports, and new siding and paint will protect the building for years to come. New insulation makes the building more energy efficient and improves working conditions for town employees. The new elevator gives access to the refurbished second floor: the main hall that can be used for town events and large committee meetings and a small conference room.

By spring 2017, landscaping around the building, some paving to repair damage during construction, and a few remaining items from the punch list will complete the Town Hall project.

Construction on the Hildreth House accessibility and safety project officially started in July and the Council on Aging moved into the old library. In January and February the volunteer crew lined up by the Hildreth House Improvement Committee and led by volunteer Wade Holtzman installed most of the replacement windows in the Hildreth House, but was unable to finish installation before the contractors started demolition. Final window installation was completed by the end of 2016 and paid for with Community Preservation Act funds that remained for the window project.

Construction will be completed in the first quarter of 2017. More residents will be able to participate in Council on Aging activities with the new lift to the second floor, a leveled and covered deck extension, and additional parking spaces. Lights in the parking lot and a guardrail make the parking area safer for evening community meetings.

Respectfully submitted,

Rick Maiore, chairman
Jack Guswa

Laura Andrews
Connie Larrabee

Pablo Carbonell



Upper Town Hall Meeting Room

Hildreth House Improvements begin!



➤ ➤ ➤ 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, and Permitted Uses in the AR Districts.

It reviews and decides requests for variances submitted to the Board by applicants who want an exemption to the Protective (Zoning) 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 M.G.L.

The year 2016 consisted of a total of eight meetings for the Board, with a variety of applications ranging from properties with pre-existing non-conforming structures to variances for a swimming pool located to close the side property boundary. Final plans for The Elms project at 105 Stow Road were approved in 2016 and by late December building permits were issued. This project will produce a total of nine affordable units; and will assist in replacing those units given up when the Inn on Fairbanks Street sold in 2011.

The Board approved Special Permits for the following locations in 2016:

- 284 Ayer Road (Chapter 125-3 Non-conforming structures and uses)
- 64 Massachusetts Avenue (Chapter 125-3 Non-conforming structures and uses)
- 111 Clinton Shore (Chapter 125-3 Non-conforming structures and uses)
- 90 Warren Avenue (Chapter 125-11 Conversion of seasonal residence)
- 23 Peninsula Road (Chapter 125-3 Non-conforming structures and uses)

The Board had two Variance applications in 2016, with one being approved and the other being denied. The application for a variance at 35 Scott Road was due to an unfortunate miscommunication of the contractor who located a swimming pool within the forty-foot setback of the side property line. This error was not discovered until the Building Commissioner was

asked to complete final approval of the construction. After several hearings the Board determined the applicant had not demonstrated that literal enforcement of Chapter 125-30 E (3) of the Bylaw would have involved a substantial hardship, financial or otherwise; there were circumstances relating to soil conditions, shape, and topography affecting the land; the hardship was owing to said circumstances; there was no substantial detriment to the public good; and the project would not nullify or substantially derogate from the intent or purpose of the Bylaw, therefore the variance was denied. The resolution of the error was the relocation of two abutting lots property lines to accommodate the proper setback.

The application for a variance at 90 Warren Avenue was for a guardrail associated with an improved bridge, which was to be installed within ten feet of the side property line. The question in this case was for the Board to determine if the guardrail was considered a structure. If so, a variance would be required to allow for the guardrail to be located within the forty-foot setback. Although the Board determined during their deliberations that they did not consider the guardrail a structure, the applicant was able to demonstrate the site met the criteria for a variance; therefore the Board issued the variance.

Activity surrounding Comprehensive Permits (Chapter 40B) was slow in 2016. The Trail Ridge development along Littleton County Road unfortunately let the Comprehensive Permit lapse in 2015, which was not realized until mid-summer. Due to legal requirements for public hearings and appeal periods the final Permit was not available until late summer, slowing the ability to continue development at this location. This development will assist in increasing the number of affordable units added to Harvard subsidized housing inventory (SHI) for 2017.

2016 saw the departure of a long-term member Robert Capobianco. Bob served on the Board for seventeen years, first as an associate member, then as a member, and most recently as the Vice Chairman. Bob's knowledge and expertise as an Attorney will be greatly missed. Theodore Maxant was appointed by the Board of Selectmen to fill the remainder of Bob's term. Christopher Tracey once again served as the Chairman, with Steve Moeser enjoying his member status. Land Use Administrator Liz Allard served as the Clerk. Associate Members 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 located on the first floor of Town Hall at 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

Theodore Maxant, Member

Michael Lawton, Associate

Liz Allard, Land Use Administrator/Conservation Agent

Steven Moeser, Member

Orville Dodson, Associate

PROTECTION OF PERSONS AND PROPERTY

Ambulance Squad, Fire Department, Police Department

➤ ➤ ➤ AMBULANCE SQUAD < < <

The Town of Harvard Ambulance Service provides state-of-art emergency medical care and transport services through a dedicated, all-volunteer squad of Emergency Medical Technicians. 2016 was the Service's 45th year of providing public safety in the Town of Harvard. The Ambulance Service reaffirms its pride and sense of privilege in serving Harvard by delivering 24x365, patient-centered, timely, and compassionate emergency medical care. The Ambulance Service continues to fulfill the commitment to maintain excellence in clinical and operational capabilities.



On July 1, 2016, Harvard Ambulance transitioned to a call/volunteer staffing model – like Fire. Supported by the Town-commissioned Harvard Ambulance Service Management and Operations Analysis, released in November 2016, a request for 1 full-time equivalent EMT/Coordinator paid position has been submitted to the BOS and Finance Committee for consideration. The primary objectives of the addition are to enhance service responses and to begin ensuring long-term organizational sustainability. This resource will be shared equally with Harvard Fire; availability of this employee will be prioritized to support weekday-daytime calls for emergency Ambulance response. Harvard Ambulance Service and Harvard Fire Department are jointly seeking broad Town support for this request. Additional Analysis recommendations being addressed include: integrating with Town government more broadly, reporting key performance metrics to BOS regularly, obtaining certification to bill MassHealth, building closer collaboration and a stronger working relationship with Fire.

Human resource development and retention has resulted in an active and balanced squad of 60 members plus 12 EMT-Basic students slated to test in February 2017. The Service's staffing efforts ensure that wherever you live in Harvard, there is likely an Ambulance Service EMT either down your street or just around the corner. This geographic distribution results in a best-in-class average "first-EMT to the scene" time of just six minutes. In 2016, our membership committed 18,351 hours of on-call time, 2,900 hours responding to 911 calls, and 2,000 hours of training and continuing education.

Call statistics for 2016 reflect the highest levels of Harvard EMS activity ever: 364 runs involving 385 patient care-events and resulting in 219 transports. Call type distribution is not significantly changed: 44% medical, 45% trauma, 7% lift assist, 4% psychiatric. An aging demographic (and increased senior housing) within Harvard's borders have lead to an increased frequency of calls and treatment modalities tailored for this more vulnerable population. To underscore this point, the patient age distribution in 2016 was: 0-9 (4%), 10-19 (9%), 20-29 (12%), 30-39 (7%), 40-49% (7%), 50-59 (11%), 60-69 (15%), 70-79 (13%), 80-89 (18%) and 90-99 (5%); two-thirds of patients are aged 50+. One-quarter of Ambulance transports are deemed high acuity. In these cases, contracted Advanced Life Support services respond and join Harvard EMTs in patient assessment and treatment while transporting in our ambulance.

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 to this point draws funds exclusively from our prior-year billing revenues. The Harvard Ambulance Service continues to depend, in part, on the generous donations of local philanthropic entities and citizens.

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. A new ambulance was ranked as the #1 priority by the Finance Committee and this item will be presented for consideration at the April 2017 ATM. Harvard citizens' anticipated support for the purchase of a new state-of-art ambulance is greatly appreciated!

In summary, the Harvard Ambulance is buoyed by its recent collective accomplishments. As we begin our 46th year of service, we are committed to improvement in all facets of our operation. Our strategic priorities: operational excellence that achieves tone-to-scene response times of 10 minutes at least 90% of the time; specify, purchase and place new ambulance into service in FY18; recruit and retain qualified personnel; embodying fiscal responsibility; procure and deploy new life-saving technology; expand the Service in concert with Town growth; enhance 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 2017 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, Harvard Ambulance Service

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

Harvard Ambulance Service Roster: EMTs, Drivers, Cadets/Students and Administration

Isaac Abouaf	Amanda Accorsi	Lily Alfano	Olivia Alfano
Luca Basile	Madeline Beckman	Sophie Beckman	Steven Beckman
Greta Bretz	John Breyer	Joey Calabresi	Alex Calderwood
Joshua Canning	Arpita Chaudhuri	Heston Chipman	Talbot Chipman
Zach Clements	Sophia Collins	Kate Connors	Jason Cotting
Laura Dzgoeva	Hannah Egan	Camryn Farren	Justin Feldstein
Julia Foley	Amy Gothorpe	Leila Grant	Emma Hall
Mina Henes	Steve Hierman	Erika Holzmman	Adam Hughes
Kyle Into	Harry Jacobson	Debi Keller	Allan Kuong
Talmage Lindsey	Brian Lipomi	Katie Loveluck	Cindy Mahoney
Liam Makosky	Linda Mara	Larry Miller	Chris Mitchell
Judy Mitchell	Preeti Mostello	Ruth Myles	Mathias Nittmann
Caroline Noyes	Kiley Nygren	Joan Ojemann	George Orsula

Samvit Pisal	Connor Reitler	Livie Rooney	Seth Saulnier
Taylor Shirley	Jennifer Specht	Will Stevenson	Bonnie Sweeney
Tom Tonge	Julio Valladares	Pilar Vellante	Beth Walker
Tania Ward	Kathy Waugh	Luke Wharton	Kathleen Williams
Rob Williams	Samantha Williams	Benjamin Wilmot	Katherine Worden



➤ ➤ ➤ 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. Firefighter Zachary Clements 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 240 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. He is now State and National Pro Board Certified to the Firefighter I/II level.
2. Firefighter Andrew Perry received his National Pro Board Certification for Fire Officer II.
3. Firefighter Adam Hughes received his EMT-P Certification.
4. The Harvard Fire Department Firefighters attended 992 hours of in-house training and 342 hours of outside of the department training.

In 2016, the Harvard Fire Department responded to 279 requests for emergency services and other assistance. This is up 1% from last year. These responses included the following:

Ambulance assist	5	Automatic fire alarms	62
Motor Vehicle Accident	72	Motor Vehicle Fire	2
Brush Fire	15	Carbon Monoxide Alarm	5
Chimney Fire	1	HazMat	3
Mutual Aid Given	20	*Mutual Aid Received	3
Other	13	Rescue	3
Service Call	74	Structure Fire	4

**not a response statistic*

In 2016, there were 212 permits issued and 298 inspections completed.

Blasting	3
Dumpster	3
Fire Alarm	7
Labor Camp	2
Oil Burner Installation	33
Other	9
Propane Storage	36
Safety	5
Smoke & Carbon Monoxide	109
Sprinklers	5
Open Burning Permit	522
<i>*Open Burning Permits were activated 1,342 times</i>	

Revenue generated for Permits, Inspections and Fees: \$24,973

Grants received this calendar year are as follows:

SAFE Grant	\$4,237
Senior SAFE Grant	\$2,716
Total	\$6,953

With the unplanned opportunity to replace Engine 2, we formed a committee to examine and reevaluate the entire philosophy of our department's emergency response. Our conclusions led us to configure our new Engine 2 as our new front line attack engine. In doing so we have strengthened our capability to respond to a wider range of emergencies. The new Engine 2 carries 6 firefighters, 750 gallons of water, 20 gallons of pre-piped foam, a deck gun, 1,250 gpm pump, a full compliment of rescue equipment (including the "Jaws of Life," rescue air bags and stabilizing equipment) and significantly more equipment storage than our old Engine 2. All this added capability has redefined the role of Engine 2 to be a true rescue pumper – a functional improvement that better prepares the Harvard Fire Department for challenges now and in the future. Our new Engine 2 has been in service since May and has proven to be an invaluable addition to our fleet.

In June our department held its very first pinning ceremony celebrating the promotion of our two newest Lieutenants, Andrew Perry and William Barton, and our newest Deputy Chief Charles Nigzus. The ceremony was held in the newly renovated Town Hall Community Room and was very well attended by department members, family and friends. The promotion of these three new officers will help ensure that the Harvard Fire Department keeps providing the best and most professional public safety service we can.

In September our department conducted its first live burn fire training in over five years. Being able to conduct such training is an invaluable training opportunity which allows us to practice everything we train for, month after month, in a real world scenario. We would like to thank Bob Hurst for supplying the house for us to use and Kerry Curly's support in seeing this project through to the end. We would also like to thank Pat Natoli and the Town's C.E.R.T. as well as the Harvard Ambulance Squad for their support and involvement with the training session.

I would also like to thank the Harvard Firefighter's Association for the donation of the storage hut in back of the Central Fire Station. They also provided the manpower to prep the site and installation of the hut. This has helped our department with some of our current storage needs and would not have been possible to achieve within our current budget.

In an effort to build up membership in our department we have established an Explorer Scout Post this past fall. This is a hands-on program open to young men and women from 14-20 years old with an interest in learning more about the fire service. Exploring combines some classroom training with hands-on lessons. You get to experience firsthand what it's like to be a firefighter and so much more!

We have decided to try a regional approach to this post working with Ayer, Bolton and Shirley. This allows us to all share our resources and personnel to help give the Explorers exposure to multiple departments and experiences. This also helps maintain and promote cooperation between our mutual aid departments in which we work with throughout the year.

Our post meets on the first and third Mondays of every month during the school year. If you or someone you know may be interested in joining please feel free to reach out to Lt. Greg Harrod or FF Justin Warren.

S.A.F.E.

We received a \$4,237 grant from the Commonwealth for our S.A.F.E. (Student Awareness of Fire Education) program for the 2016-2017 school year. We also received a \$2,716 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.



The Harvard Fire Department visited all the K-5 elementary school classrooms in the spring, teaching various lessons on fire safety that were age-appropriate. We also conducted our annual Home Escape Plan contest for grades 1-3, where students produced detailed maps of their homes with smoke alarms noted, escape routes from every room provided and a meeting place outside. HFD picked the best entry from each grade level, and the winners got firetruck rides to school, along with breakfast at the fire station for them and their families. There was also a participation trophy awarded to Lisa Hopkins for having the highest percentage of participants from her class.

In the spring, we also visited the Village Nursery School to get the kids acquainted with firefighters, our protective gear and of course climb on our truck to check it out.

At the end of the school year, we administered evaluations to the 3rd, 6th and 10th graders to assess their safety skills. We do this every year (it is a state program) to find areas where we need to better focus our efforts to teach fire safety and other safety topics.

In the fall, we again visited all the K-5 classrooms, timing it with Fire Prevention Week to drive home the state-wide message about replacing old smoke alarms (those that are older than 10 years). We moved the Home Escape plan to the fall time slot this year as well and got some better participation numbers from all 3 grade levels.

HFD also hosted a couple of groups of children at the fire station for tours and short safety lessons as well as visiting a couple of kid's birthday parties.

Senior SAFE

HFD continued planning with the Council on Aging director to conduct events for seniors using programs provided by the state and other outside agencies. A hoped-for "Live Your Life Well" presentation in the spring was cancelled at the last minute due to insufficient pre-registration. In November, HFD worked with some folks from Tufts Medical Center who volunteered to present the "Remembering When" program for the seniors at a luncheon. This went well, though we were only able to cover about ½ the material in the time allotted.



HFD has purchased 20 smoke/CO combo alarms with 10-year fixed batteries to be installed in seniors' homes, and have started a list of those interested in these installations.

Respectfully Submitted,
Bill Berthoud
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 signup for the service. If you have not already done so, we strongly encourage you to signup for this. It is the best way we can provide you with the most current information during an emergency. To signup please go 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 you profile to make sure that we have all of your current information.



C.E.R.T. PROGRAM

This past year, we continued go to the Council on Aging lunches with information about winter storms, tornadoes, sheltering in place and emergency kits for work, home and pets. We also assisted with the Flu Clinic and the Harvard Fire Department live burn training on Ayer Road in September. We attended MEMA (Massachusetts Emergency Management Agency) meetings and trainings for CERT members. In January, Barbara Hilton and I attended the Mass Sheltering Exercise at the DCU Center. In March, we attended a training with the State of Massachusetts Animal Response Team (SMART) with Assistant Animal Control Officer Ann Bamford and in November we trained with the Town of Littleton Volunteer Corp in setting up a shelter.



I was pleased to be asked by MEMA (Massachusetts Emergency Management Agency) to sit on the Statewide Citizen Corps Advisory Council as a local representative to the council, which will meet quarterly to discuss and set up training for CERT teams.

The Harvard CERT mission statement continues to bring the community together. *“The Harvard Community 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 the 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.”*

If anyone would like more information on CERT and volunteering please get in touch with Chief Sicard at rsicard@harvard.ma.us or myself at pnatoli@harvad.ma.us. We are looking to grow our team this upcoming year.

I would also like to thank Fire Chief Richard Sicard, Police Chief Edward Denmark, the Board of Selectmen and the Board of Health for their support and guidance.

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
Lieutenant Andrew Perry, FF I/II, FO I/II, EMT-P
Lieutenant Bill Barton

FF Duane Barber
FF Zachary Clements, FF I/II
FF Frank deBettencourt, FF I/II, EMT
FF Adam Hughes, FF I/II, EMT-P
FF Bill McElhaney
FF Paul Morris, FF I
FF Brian Perwak, FF I/II
FF Walter Shaw, FF I/II, EMT
Probationary Robert Williams
and maintenance man Eddie Stoffel, who keeps the fire station clean and presentable.

FF Bill Berthoud
FF Robert Curran, FF I/II
FF David Hazel
FF Sean Kennefick, FF I/II, EMT
FF Andrew Miller
FF Shane Nogler, FF I/II
FF Ian Sears, FF I/II
FF Justin Warren, FF I/II
FF Benjamin Wilmot, FF I/II, EMT

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 Submitted,
Richard A. Sicard, Fire Chief



Pinning ceremony: Fire Chief Rick Sicard, Deputy Chief Charles Nigzus,
Lieutenant Andrew Perry and Lieutenant William Barton.

➤ ➤ ➤ POLICE DEPARTMENT ◀ ◀ ◀



Operations

In 2016 the Harvard Police Department responded to 7,127 calls for service; down slightly from 7,302 calls in 2015. The breakdown of call origin was 4,686 calls generated by officers on patrol, while the remaining 2,441 calls were calls received through the Nashoba Valley Regional Communications Center. This shows that two-thirds of all police department activity is the direct result of officers' proactive patrol efforts.

For the second straight year, there were exactly 330 crimes reported. Of those crimes 113 people were either arrested or charged criminally. The most prevalent crimes over the last year were: Traffic and By-Law Offenses (80), Vandalism/Destruction of Property (34), Larceny (33), Breaking and Entering (29), Identity Fraud (26), and Assault (10). After seeing a significant decrease in breaking and entering crimes last year (11), this year we saw that offence return to levels more in line with number experienced in years past. The same holds true for larceny crimes, which were abnormally low in 2015 (18).

In response to speeding complaints last year, the department undertook a more targeted approach to traffic enforcement, rather than the traditional random patrol/radar assignment model. As a result the following roads in town were identified as those with the highest occurrence of speeding offenders and accounted for 72% of all traffic citations and motor vehicle stops: Ayer Rd. (22%), Massachusetts Ave. (17%), Still River Rd. (11%), Bolton Rd. (9%), Stow Rd. (5%), Prospect Hill Rd. (5%), and Poor Farm Rd. (3%). The remaining 28% of stops occurred throughout the rest of the town. By focusing on the cut-through routes in town, we hope to slow the vehicular speeds along these roadways and reduce the number of speeding complaints lodged by citizens in town. Also part of this approach was to look at the overall speeds being traveled along these roadways. Despite being responsible for 72% of our stops, the 85th percentile speeds on our "problem" roads all still fell within the currently posted speed limits.

Training

In 2016, all officers successfully completed the state mandated in-service training. Topics included in this year's course of study were Legal Issues, Youth Issues, Elderly Issues, Dynamics of Addiction, Active Shooter Response, Defensive Tactics, and First Responder/First Aid Training.

In addition to mandatory training, officers participated in specialized training in fingerprint recovery, first responder instructor training, school resource officer training, and advanced traffic crash investigation training. We remain committed to upholding high training standards to ensure that we are providing the best possible service to members of our community.

Community Outreach

The mutual trust and respect between the department and various other town entities continues to grow, as we have expanded our roles in many of the projects and programs we have traditionally been involved with. Department members now sit on the Harvard Athletic Association Basketball Committee and the Bromfield Athletic Advisory Board. Additionally, our interaction with students through Bromfield health and wellness classes has given us the platform to talk

about issues important to our youth; such as substance abuse, sexual assault, and internet crimes. As we try to improve upon the progress already made, we recognize that there is always room for improvement and will seek out opportunities to increase our exposure town-wide.

Despite all of the positives experienced last year, I would like to comment on one significant negative experience that was felt throughout the town; the racist graffiti painted on the rock at Bromfield. In the thirteen years I have been your Chief of Police, I have never seen an event that shook the town to its very core like this did. From the police department perspective, we hope to use our relationships with students, parents, and other community members to help identify the conditions that led to such a negative event. It is not indicative of who we are as a community. The one positive we can take from that event is the response of the majority of the members of this town. The outpouring of support, compassion, and the desire to heal as a community was an amazing sight to see. It tells me that the environment exists that will allow for some very difficult conversations to take place that will hopefully prevent any future events such as this.

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
Det. Daniele Fortunato	Res. Ofc. Edward Coffin
Ofc. Charles Genetti	Res. Ofc. Jason Smith
Ofc. Timothy Schaeffer	Res. Ofc. Nikki Fahlbeck
Ofc. Timothy Miner	

If you have any suggestions or requests for speaking engagements or would like information regarding safety and crime prevention, please contact us...we are always open.

Respectfully,

Chief Edward D. Denmark



Police Chief Ed Denmark and staff at the Council on Aging barbecue.

Group A Crimes Against Persons

IBR Crime Category	2015	2016
Forcible Rape	0	1
Forcible Sodomy	0	1
Aggravated Assault	3	7
Simple Assault	10	10
Intimidation	6	5
Statutory Rape	0	1
Totals (+32%)	19	25

Group A Crimes Against Property

IBR Crime Category	2015	2016
Arson	4	1
Burglary/B&E	10	14
Larceny/ purse snatching	1	0
Larceny from building	4	1
Larceny from M/V	1	8
Larceny – All Other	10	21
Motor Vehicle Theft	2	0
Counterfeit/Forgery	2	0
Fraud/ Swindle	11	7
Fraud/ Credit Card	0	3
Fraud/Impersonation	21	18
Stolen Property	2	0
Dest. Of Property/Vandalism	2	0
Totals (-2%)	98	96

Group A Crimes Against Society

IBR Crime Category	2015	2016
Drug/Narcotic Violation	2	4
Pornography/Obscene Mat.	0	2
Weapon Law Violation	1	4
Totals (+233%)	3	10

Group B Crimes

IBR Crime Category	2015	2016
Bad Checks	1	0
Disorderly Conduct	4	5
Driving Under Influence	14	8
Drunkenness	2	1
Liquor Law Violations	4	4
Trespass/Real Property	2	5
All Other Offenses	40	34
Totals (-15%)	67	57

EDUCATION

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

➤ ➤ ➤ SUPERINTENDENT OF SCHOOLS ◀ ◀ ◀

During the 2016-17 school year, I was pleased to collaborate with others to move our district closer to the Vision defined in our statement: *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.* We remain specifically focused on the underlined word, balancing, because we know that pursuing excellence in only one direction would be less than our students and families deserve.

We remain a top ranked school system among public and charter schools in Massachusetts. This distinction is considerable as we know that Massachusetts ranks as the number one state for education. For this acknowledgement, we thank our hard-working students, our talented and dedicated teachers and staff, our involved families, our supportive community, and our tireless School Committee members. While it may be tempting for us to rest on our laurels and continue teaching in the same way each year, we understand that the ever-changing world requires enlightened adaptation. Our Vision pushes us to ensure that students have the knowledge, critical thinking skills, creativity, and communication skills to pursue their individual dreams in an ever-changing world.

Providing technology to students as a learning tool helps us to increase communication and collaborative opportunities. Web based tools open more frequent feedback among students and teachers, while world-wide research and interactions open doors to new learning. Students in grades PreK – 12 will have better access to technology as a learning tool, with grades 5 – 12 students having access to 1:1 devices. We also plan to launch our Global Competency Program to Bromfield students this spring. This new graduation path will allow student to pursue their passion for global studies through travel experiences, reflection, coursework, and cultural events.

Meanwhile, the Hildreth Elementary School uses the technology for creativity and collaboration as well. Students create curriculum related movies and projects using the digital media tools. Students recently started Skyping with classes around the world, thereby immersing themselves in other cultures more directly than lectures, films, or book studies. We have also recently added new robotics and coding projects to our science curricula. As the Hildreth Elementary School moves forward towards the building project phase, the needs of the ever-changing world and new learning opportunities will be integrated into the design. We want the school to prepare students for their future pursuits.

While so many positive steps are occurring, we were reminded that we have more work to do when our district made national news in November 2016 for the hate symbols painted on the “senior rock” near the Bromfield School. While the actions of a few do not define our community, we used the incident as an opportunity to reevaluate our school culture. Students self-reported witnessing bias, racism, stereotyping, assumptions, and other hurtful statements among their peers. We are listening to student voices, educating ourselves and them on how to best eliminate these problems from our school community.

Helping to lead the district towards a better future, we have a new team at the Bromfield School. When Mr. Jim O’Shea moved on as the Superintendent of the Carlisle School District, Mr. Scott Hoffman became the new principal. His many years of experience as both a teacher and associate principal in Harvard ensured a smooth transition. He, in turn, helped to hire the new associate principal, Mrs. Robin Benoit. Her curriculum and teaching leadership made for a strong partnership. They advocated for a part-time dean of students position and helped select Mrs. Julie Horton. Mrs. Horton continues to teach math part-time and provide support to the school for attendance, advisory, and other student issues. At the elementary school, Ms. Sue Frederick, principal, and Mr. Josh Myler, associate principal, successfully lead together. Hildreth Elementary School continues to provide high quality learning for students in a safe and nurturing environment.

The leaders collaborate with students, families, teachers, staff, community members and the School Committee to continue our journey towards excellence for the benefit of our students. We set the following goals to guide our work and move us forward:

Strengthen the new Leadership Team by providing training, feedback, and collaboration with a focus towards adult and student learning.

Advance innovative teaching and learning for Harvard teachers and students by researching, planning, collaborating and taking steps in the area of STEAM, global learning, and project based learning.

Network with other districts to learn from them and strengthen the relationship of our leaders and teachers with educators in other districts.

Thank you for continuing to support our Vision. Our students go out into the world after living and learning in Harvard to pursue their dreams and help to define and create the future for all of us. We are honored to participate in their growth.

Respectfully submitted,

Dr. Linda G. Dwight
Superintendent of Schools



First Day of School



➤ ➤ ➤ BROMFIELD SCHOOL ◀ ◀ ◀

The Bromfield School graduated a class of 98 students on June 10, 2016. We are extremely proud of their contributions to our community as well as their academic and extra-curricular accomplishments.

Bromfield welcomed 72 sixth grade students to our community this fall. The current enrollment at The Bromfield School is 693 students in grades 6 – 12. We continued the Harvard Public Schools' One to World technology initiative with iPads being provided to both sixth and seventh grades students. In addition, each eighth grade student received a MacBook Air laptop computer. We are grateful to the support of the School Committee and the entire town that allows teachers and students the opportunity to teach and learn in this state of the art setting. Both teachers and students report that the devices have created instructional opportunities that have been limited in the past. Indeed, technology is being utilized regularly in the middle school classrooms rather than being an event that occurs occasionally as the schedule allows. We hope to further expand our technology integration program next year.

Bromfield has experienced a number of changes and upgrades over the past year. During the Summer of 2016, two Science classrooms were completely renovated and both the teachers and students are enjoying the new Chemistry and Physics rooms. The bathrooms outside the cafeteria were also completely redone over the Summer. Finally, Bromfield has a beautiful new front parking lot that completes the front entrance renovation of the building that occurred the previous summer.

We had a number of faculty members retire from The Bromfield School this year. I am pleased to report that we have been very successful in hiring a number of terrific instructors so that we maintain the high quality of teaching that has been the hallmark of our school. While we did not add any courses to our Program of Studies, we are pleased that recent additions to our course listings like 'Yoga', 'Personal Fitness', and 'Middle School Introduction to Theater' continue to not only be popular selections but further support our wellness and arts requirements.

During the past year, Bromfield students achieved statewide recognition for their accomplishments in both academic and extra-curricular pursuits. Bromfield students continue to be state leaders on the state-wide assessment tests (MCAS) with 100% of our tenth grade students scoring in the Advanced or Proficient range in English Language Arts. Scores on the Mathematics tests were also very impressive with 96% of the tenth graders scoring in the Advanced or Proficient Range. Bromfield earned a gold medal ranking in the *U.S. News & World Report* National Rankings this year and was also ranked 7th in *Boston Magazines* ranking of Charter and Public High Schools. Clearly, Bromfield continues to be recognized as one of the top public schools in both the state and the nation.

In 2016, The Bromfield School had students active in a myriad of extra-curricular activities. Bromfield Cares just completed an amazing year with the Giving Tree as over 600 presents were delivered to deserving families. The students continue to be very active outside the classroom in many student organizations including National Honor Society (NHS), Student Wellness

Advisory Team (SWAT), Meditation Club, Yoga Club, Robotics, Crafts Club, Fitness Club, Student Council, Yearbook, Bromfield Review, Green Team, World of Difference, Students Against Destructive Decisions (SADD), Academic Quiz Bowl Club, Youth and Government, Math Team, Chess Club, Photography Club, Economics Club, Business Professionals of America Club, Rubik's Cube Club, Tri-M Music Honor Society Club, Spanish Honor Society, French Honor Society, Anime Club, Film Club, Gender and Sexuality Alliance (GSA), National Art Honor Society, Model UN, and Speech and Debate Club.

We are proud of the many students (too numerous to name) who were honored for excellence in the New England Math League, MAML and Elizabeth Haskins Contests, Central District Music Festival, State Music Festival, New England Music Festival, State Drama Festival, and the Boston Globe and Mount Wachusett Community College Art Competitions.

Bromfield also fielded very competitive athletic teams once again with the girls outdoor track team, girls tennis team, girls lacrosse team, girls cross-country team, and boys soccer teams all earning league titles. In addition, the girls outdoor track team was crowned Central/West Division 2 champions and the Maynard/Bromfield Cooperative football team advanced to the State 4A Final.

It is an honor and privilege to serve as the principal of The Bromfield School. The success of our students and school is a direct reflection of the support of the entire community. I consider myself very fortunate to be the leader of a school with such dedicated and talented students, teachers, staff, administration, parents and community members.

Respectfully submitted,

Scott Hoffman, Bromfield School Principal



➤ ➤ ➤ **HILDRETH ELEMENTARY SCHOOL** ⬅ ⬅ ⬅

It is an honor to submit the Annual Report as the Principal of the Hildreth Elementary School. I'd like to begin by thanking the school's faculty, district administration, the parents and community of Harvard for their continued support and commitment to the education of the wonderful students of Hildreth.

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 results indicate that an overwhelming majority of students in 3rd-5th grade continue to place in the advanced and proficient categories for English Language Arts, Math, and Science. We are in the third year of the technology 1: World Pilot Program in 5th grade. 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 are also introducing other technology

opportunities with various other grades to enhance learning. With the support of the Parent Teacher Organization and the Harvard Schools Trust, students continue to participate in enrichment programs that enhance their learning. The following is only a small sample of the unique type of programs that our students experience: Blandings Turtle Project (5th grade), Wolf Hollow (4th grade), Cartography (3rd grade), Native American Perspectives (2nd grade), Butterfly Museum (1st grade), and The Acton Discovery Museum (Kindergarten).

More intangible to measure, but equally important, is the sense of community we try to instill in our students. 5th grade peer leaders support a variety of activities within the school. Events such as the whole school sing-a-long, assemblies, and spirit days bring us together for some fun and community building. We are beginning to implement other opportunities for 4th and 5th graders to take leadership roles in the building. For example, we are forming a Lost and Found Committee, Flag Raising Committee and a Newspaper Committee. This is our second year of implementing our Hildreth Husky Pawsitive Behavior Expectations. This program focuses on reinforcing safe, respectful, and responsible behavior. This is the second year for a 5th grade Enrichment Program. Students in 5th grade have the opportunity to sign up for enrichment experiences in the areas of art, music, health, and P.E. during their recess time. We continue to implement the 2nd Step/Steps to Respect Program to teach social/emotional skills and strategies. Whole-school assemblies that focus on diversity help foster the message that everyone is welcome at HES. From our involvement with the District-wide Diversity Committee, we have made a conscious effort to expanded our selection of books with diverse characters in our school library.

In addition to instilling a sense of community within our school walls, is the practice of partnering with the community at-large. We have a whole school recycling program that all students are involved in. The 5th grade Peer Leaders sponsor a pajama drive, and this year they collected Halloween candy to send to active duty military. Each year we take time to honor our Veterans at a school wide assembly. This is the second year we supported a group of parents and students in their efforts to collect money for UNICEF. Parent Volunteers help provide support for activities during the year such as 3rd grade bread making, Mystery Readers, field trips, and Field Day. We have our website and created a Twitter account (@HildrethHarvard) as ways to further enhance communication.

We continue to implement the Department of Elementary and Secondary Education initiatives, and curriculum standards. 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 of maintaining and increasing parent and community involvement. This year the Council will create a Student Survey to collect information from students. Last year the Council surveyed parents. We utilize the scheduled early release days to provide time for collaboration and planning for all of the initiatives.

As we look ahead to the coming years, we have created a School Visioning and School Building Committee to work with the MSBA to support the feasibility student for a potential new wing and/or building. We are committed to implementing and expanding the use of technology as well as supporting the school improvement plan and state initiatives. We will continue to explore strategies to foster empathy, tolerance, and diversity. Working collaboratively with

Superintendent Dr. Linda Dwight, we will continue to move forward to ensure Hildreth Elementary School maintains its commitment to foster a positive and nurturing learning environment for all of our students.

Respectfully Submitted,

Sue Frederick Principal, Hildreth Elementary School



➤ ➤ ➤ **SCHOOL COMMITTEE** ⬅ ⬅ ⬅

The Harvard School Committee is pleased to provide this report for the town. We value the many contributions made by the residents of Harvard and Devens who are part of the school community, whether it be through being on the School Councils, the School Building/Visioning Committees the Diversity Committee, the Athletic Advisory Committee or the PTO, volunteering in the classrooms, coaching our sports teams, devoting their time and talent to the arts programs, chaperoning field trips, organizing Celebration, attending school events, etc. The success of the Harvard Public Schools is due, in great part to the wonderful participation and generosity of so many and we are grateful for your partnership.

The School Committee is comprised of six members: five elected residents from Harvard and one representative from Devens. The Committee typically meets on the second and fourth Monday evenings of a given month in the Town Hall meeting room. 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. Other meetings will be held as needed and posted in accordance with applicable laws. The public is encouraged to attend and participate. Open meeting time is provided at regularly scheduled meetings for public input, questions, and comments.

In 2016 the School Committee committed to the following goals:

To conduct successful contract negotiations between the School Committee and the Harvard Teachers Association (HTA) that result in an agreement that aligns with the Strategic Vision for the district. To design and implement modifications to HES making it a safe, attractive, environmentally efficient building that is consistent with the district Vision and within the financial capacity of the town. To have a financial plan for athletic expenses that stabilize user fees for at least 3-5 years.

At the time of writing this report, contract negotiations with the HTA are underway and once completed the new contract will be made public. Work is also being done on a solution to address the widening gap between athletic user fees and expenses.

A major focus of the School Committee this year is the renovation of HES. Back in January of 2016, we were delighted to learn of Harvard's acceptance into the Massachusetts School Building Authority (MSBA) program which will fund qualifying renovation costs at a rate of

44.68%. At the town meeting in spring of 2016 the town approved \$500,000 for the Feasibility and Design phase of the project. In conjunction with the MSBA, in August the School Building Committee selected the firm NV5 out of Watertown as the Owner's Project Manager (OPM). Then in November, the design firm Arrowstreet was selected out of nine contenders. The first six months of 2017 will be spent working closely with Arrowstreet and NV5 to develop plans that are based on the HPS's Vision and Values, support the educational programs and curriculum, fulfill on the town's commitment to energy efficiency and sustainability and meet the fiscal capacity of the town. Public forums and opportunities for input will be an integral part of this process.

One of the primary responsibilities of the school committee is the development, approval and oversight of the budget. The FY18 school budget submitted to the Finance Committee for review totaled \$12,906,955 (note: this figure could be impacted by the current contract negotiations). This amount does not include an additional \$2.9M in funds derived from state funding, grants, and tuitions for educating Devens students. We would also like to acknowledge both the Harvard Schools Trust and the Harvard PTO for their generous grants to our faculty and students in the amounts of \$25,000 and \$22,000 respectively for programs, events and materials that enriched student life at both schools. Through the annual book fair the PTO also placed over 400 books in HES classrooms. Thank you to all of those who helped fund these two invaluable organizations.

With all expenditures accounted for, Harvard's per-pupil cost for FY16 was \$15,799 which is 5.8% higher than the Massachusetts state average of \$14,935. Students from the Harvard Public Schools continue to excel in all areas of achievement from academics, sports, arts, extra-curricular activities and civic engagement. Bromfield was recently designated a Gold Star school by US News World Report and ranked 7th in the state by Boston Magazine among charter and public high schools.

Managing the effective and prudent use of the Devens funds is a priority of the School Committee. While the bulk of the funds goes towards off-setting teachers' salaries in the omnibus budget, on an annual basis the next largest portion goes towards funding our technology initiatives. In the fall of 2016 students in grades 5-7 started school with iPads, while 8th-graders received MacBooks. So far, responses have been extremely positive and the focus has been on innovating teaching and learning with these tools, while maintaining educational basics that are irreplaceable. As the district considers expanding the use of laptops in grades 9-12 this balance will be carefully considered and the administration will address how to best prepare our students for a world ever-increasing in technological complexity.

Capital Improvements made within the district in 2016 include the long-awaited upgrade to the Bromfield Parking lot; mandated air efficiencies to the Bromfield science labs; a newly outfitted chemistry lab and physics room; expanded fiber network capabilities and renovated bathrooms at Bromfield. The financial demands for repairs and upkeep for the aging school buildings are increasing and we commend Mark Force for his stewardship and care of these precious community resources! We would also like to acknowledge the members of the Harvard Energy Advisory Committee (HEAC) for their partnership in improving the energy efficiencies in our buildings and their participation in the design phase of the HES renovation. In 2016 the School

Committee signed a letter of intent to participate in National Grid's SunShot program which will study energy usage at the Bromfield School and make further recommendations to reduce energy costs.

In 2016 the School Committee grappled with a solution for the Bromfield House and ultimately voted to keep the administrative offices there. We realized that doing so will incur a future expense of renovating the building to make it ADA compliant and bringing basic structural systems up to code, but we also recognized it's historic and visual significance to the school campus and town center and the value of the land for potential school or town use. A source of funding for architectural plans has not yet been identified, but is an issue the school committee will need to address.

A major challenge for the schools in 2016 surfaced in a handful of derisive racial, ethnic and religious slurs and displays. Graffiti painted on the senior's rock in front of Bromfield made national news and high-lighted the need for expanding and intensifying the schools efforts to educate our students on diversity and tolerance. The school committee affirmed its stance against harassment and will be clarifying its policies in the wake of these incidents. We appreciate the response by the administration in dealing with this difficult issue and applaud Dr. Dwight's leadership in bringing town officials and residents together to create a town-wide diversity initiative. Much work remains to be done and we look to the broader community to support this vital piece of our students' education.

2016 was both a year of significant departures and beginnings for some of our personnel. We bid goodbye to Mr. O'Shea who served as principal of Bromfield for 10 years and are thrilled to have Mr. Scott Hoffman now at the helm. Scott's 30 years of experience in the Harvard Schools and his heartfelt passion for our students are highly valued. Sue Silver, Lisa Soldi and Susan Farnsworth are also retiring at the end of the 16/17 school year and we thank them for their service! We also said farewell to Lorraine Leonard, the school's business manager (and our key to all things financial!). Peter Rowe has taken over the school side of the combined position and has already proven invaluable in our contract negotiations and MSBA matters. Lastly, we sadly said bon voyage to Jennifer Bedford who left the committee in August to move to Baltimore, MD with her family. Patty Wenger was selected out of many great candidates to finish out Jennifer's term which ends in April 2017.

We continue to be deeply grateful to the dedicated staff to be found throughout the Harvard Public Schools and realize that their efforts, combined with the generous support of Harvard's parents and community, are what make our schools vibrant and successful. Your input and feedback are always welcome- at our meetings or individually. Our contact information is posted on the district's website.

Respectfully submitted,

SusanMary Redinger, Chair
Jon Green
Pat Wenger

Mary Traphagen, Vice Chair
Nancy Lancellotti
Maureen Babcock, Devens Representative

➤ ➤ ➤ PUPIL SERVICES ◀ ◀ ◀

The Pupil Services Office oversees services to students with disabilities, English Language Learners, and the homeless. This involves the staffing and supervision of the teachers and related services providers, budgeting and providing the necessary teaching and assessment materials, as well as ensuring compliance to state and federal standards for Special Education, Civil Rights, and English as a Second Language programming.

Special Education

The number of special education students has remained similar to that of last year. On October 1, 2016, we again had 136 students on Individual Education Plans in the Harvard schools. Fifty-three students are at Hildreth Elementary and eighty-three are at The Bromfield School. Twenty-three students are tuitioned into outside public and private special education programs. Seventeen in-district students were provided summer services of specialized instruction, speech therapy, occupational therapy, and/or social skills instruction in 2016.

Special education staffing has been maintained in the schools, with little adjustments in assignments to accommodate the needs of the students. For the 2016-2017 year, Hildreth has a half-time preschool teacher as the number of young child needing service and the amount appropriate has been less. We continue to have 4 special education teachers, 1 Board Certified Behavior Analyst, a school psychologist, and 1.5 speech and language pathologists. Heather Montalto has assumed the position of Coordinator, and occupational therapy services are now provided by Laura Uglevich. Physical therapy services are given by a contracted service. The number of learning assistants is 10 at present.

At The Bromfield School, there are 6 special education teachers, a .7 speech pathologist, a psychologist, and an adjustment counselor. Any occupational therapy or behavioral expertise needed by Bromfield students is provided by the staff persons who are primarily at Hildreth. The adjustment counselor is also assigned district-wide, working one day per week at the Hildreth School. The number of learning assistants at Bromfield is seven.

Specialized instruction is not the only duty of the special education professionals. The teachers, therapists and psychologists also consult to the regular education staff and conduct assessments to determine student eligibility for special education services. The 2015-2016 school-year was a heavy year for such evaluation requests. Hildreth conducted 64 evaluations. Bromfield completed 41 evaluations, for a total of 105 for the year. District-wide, 47 of these assessments were initial evaluations.

English Language Learners

The greatest change in staffing and service demands occurred with our English Language Learner population. During the 2015-2016 school-year, we had serviced a total of 19 students who were English Language Learners. The Department of Elementary and Secondary Education released new guidelines to schools in August 2015, requiring more intense English as a Second as a Language (ESL) instruction for students who are considered "Newcomers", that is, non-

English speaking students who are newly arrived to American schools. Six of our ELL students were newly enrolled in American schools for the first time last year. In the spring of 2016, in order to comply with state guidelines and to service these students categorized as "Newcomers", we increased ESL hours for a full-time learning assistant and also for the ESL teacher. Anticipating the greater numbers of ELL students and their needs, for the fall of 2016, the ESL teacher position allotment was increased from part-time to full-time. Mrs. Serpa resigned and the position was filled by Irene Keith.

Professional Development

The schools and District are committed to the provision of a safe and inclusive environment for all students, faculty, and staff that values diversity and fosters respect for learning, self, and others. In support of this, we were able to devote funding through the FY16 Special Education Program Improvement Grant towards several workshops which come under the topic of "Improving School Climate"; one of the state's priority areas for special education. Funding from this grant supported the attendance of members of the Leadership Team to a workshop conducted by Dr. Robert Brooks in August. Entitled "The Power of Mindsets: Nurturing Motivation and Resilience in the School Setting", the full-day presentation built upon the concepts promoted in his books, that a student's attitude about his or herself influences behavior and success in life. This is a topic we hope to explore further as we strive to help students develop a resilient mindset.

The District also brought in Robert Jones, Associate Director of the Multicultural Education Program at Holy Cross University, to conduct 3 workshops with the faculty. Mr. Jones' focus was to promote awareness by examining personal and school norms and values. His activities challenged participants to reflect and recognize how minor actions and inactions can be segregating and contrary to a goal of working together across lines of race, class, gender, sexual orientation, religion and ability in order to develop understanding and respect for all.

Respectfully submitted,
Marie T. Harrington, Ph.D.
Director of Pupil Services, Harvard Public Schools



➤ ➤ ➤ **COMMUNITY EDUCATION** ⏪ ⏪ ⏪

Community Education has been part of the Harvard Public Schools for the past 23 years. These fee-based, self-supporting programs include Spectrum, Summer Adventure, Bridges Before and After School Care, Global Child, Crosslinks, and Adult Education.

Spectrum enrichment classes are offered after school, during the summer and "staycations" during school breaks as well as teacher professional days. Programs range from drama, art, clay, basketball, field hockey to chess, cooking, and baking. Some exciting new classes were added this year, First Lego® League had three teams which took part in a competition at WPI. Hands

On Electronics and STEM Engineering using Lego®. Thirty 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. Courses are offered by teachers, townspeople and outside companies. Programs offered during July and August range from basketball, field hockey, gymnastics, Engineering with Lego® and Incrediflix movie making classes, 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. Parents have the option to include swimming lessons at the pond or tennis lessons on the courts at Bromfield sponsored 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.

Our Artist-in-Residence program offers private instrument lessons for students in grades 5-12 with excellent musicians. Math Olympiad and Work Out in the Weight Room were popular class for middle school students.

For Adults, Zumba™, College Financial Aid, as well as on-line computer and enrichment courses through Education to Go (ed2go.com/harvarded).

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
Community Education Coordinator
jcavanaugh@psharvard.org



SCHOOL SPORTS



➤ ➤ ➤ 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.

The Health Office at HES had a big change at the beginning of the school year. Jenny Eklund is now working part-time. She job shares with Dawn French who has worked as a substitute with us for several years. Jenny works the first half of the week and Dawn works the last half of the week with an overlap of Wednesday afternoons. The new schedule is going very well.

Over the summer the nurses had an opportunity to attend a two-day conference at St. Anslem's College. It was a great opportunity to brush up on some skills and hear new information regarding pediatric/adolescent care. It was an excellent opportunity to network with other school nurses in New England.

The nurses work closely with faculty members to promote health and wellness for all students. We are in the classrooms at HES to discuss topics such as handwashing and life threatening allergies. At TBS we assist the teachers with discussions on subjects like puberty and sex education. The nurses also meet on a regular basis with the counselors and administration at each to discuss students that are either in crisis or are in need of assistance in some way.

The Harvard Public School's Nursing Department continues to be a recipient of the Essential School Health Grant from the Massachusetts Department of Public Health (MDPH). Harvard is partnered with the Hudson Public Schools. The grant funds are to be used for equipment, education, or staffing. This year we have used the funds to purchase a new laptop and assist us with our mandated health screenings.

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 2016 there were:

School	Students	Staff	Total
HES	3,051	29	3,080
Bromfield	5,859	107	5,966
Total	8,910	136	9,046

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 2016, 5,000+ medication administrations (prescription and non-prescription) were given to students and staff in the health office.

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.

Screening	Grades	# Of Students
Vision	Pre-K – 5 th , 7 th , 10 th	683
Hearing	K – 3 rd , 7 th , 10 th	522
BMI/Growth (ht and wt)	1 st , 4 th , 7 th , and 10 th	348
Postural	5 th – 9 th	421

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 Nigzus, RN, MSN
Nurse Leader
Harvard Public Schools



➤ ➤ ➤ **MONTY TECH** < < <



2015-2016 was an exceptional year at Montachusett Regional Vocational Technical School District. We celebrated “50 years of Excellence in Education,” and through a thoughtful and reflective marketing campaign, we were able to honor the school’s history and highlight the successes of our proud alumni and notable achievements of our current students. We launched a robust technology initiative, providing all teachers with technology and training in preparation for a whole-school Chromebook rollout in FY17. Talented students, faculty and staff earned countless awards and recognitions, making our district so very proud. And finally, the school began efforts to bring our 21st career and technical education program to the school – Veterinary Science.

This work would not be possible without the contributions of the many talented educators and administrators here at Monty Tech – a team I am honored to lead in my role as Superintendent-Director. I am delighted to present the District’s 2015-2016 annual report to you, providing a snapshot of the wonderful experiences happening on a day-to-day basis here at Monty Tech, highlighting some of the year’s most notable achievements, including:

- Efforts to bring the school's 21st vocational-technical program are well underway. After a careful review of workforce projections and student interest surveys, school administrators have begun the process to bring a Chapter 74 Animal Science program to the district, which will be open to students Fall 2017. This exciting STEM program will be housed in a state-of-the-art facility that boasts a classroom, science lab, grooming salon, and full-service veterinary clinic. In an unprecedented fundraising campaign, school administrators have raised an impressive \$1,975,461 in donations and in-kind matching services to support this project. With an overall cost of \$2,250,000, construction of the Monty Tech Veterinary Science Training Center and Community Clinic is in progress, providing tremendous hands-on learning opportunities to students in our Carpentry, Plumbing, Electrical, Cabinetmaking, HVAC, Masonry, and Welding trades.
- A unique partnership with Workers' Credit Union has resulted in a full-service branch located on the school's campus, and increased opportunities for students to develop authentic financial literacy skills while still in high school. Students studying in the school's Business Technology program are being trained as bank tellers, preparing them for entry-level jobs in banking institutions across North Central Massachusetts, and financial literacy workshops are being integrated into the curriculum each year.
- Senior students in the school's very popular Health Occupations program participated in the first year of an exciting new partnership between Monty Tech and Mount Wachusett Community College. This innovative high school-to-college collaboration, which embeds a comprehensive, college-level Emergency Medical Technician (EMT) training program into the senior year of study has resulted in a number of students earning EMT credentials, providing additional career pathways in the medical field for these talented program graduates.
- Students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement. In the spring of 2016, Monty Tech's passing rate on the MCAS English Language Arts exam was 100%, Mathematics 99%, and Biology 99%.

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 are 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. And what is best, I believe, is preparing students for both college and career.

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.

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

Christina Favreau, Director of Academic
Programs

Dayana Carlson, Assistant Principal
Tammy Crockett, Business Manager
Pamela Pothier, Director of Technology

Jim Hachey, Director of Vocational Programs
Michael Gormley, Director of Facilities
Katy Whitaker, Development Coordinator
Victoria Zarozinski, Director of Student
Support Services

Enrollment

On June 1, 2016, student enrollment at Monty Tech included 1,415 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (56), Ashby (32), Athol (85), Barre (37), Fitchburg (362), Gardner (143), Harvard (4), Holden (60), Hubbardston (70), Lunenburg (86), Petersham (3), Phillipston (19), Princeton (22), Royalston (18), Sterling (63), Templeton (103), Westminster (77), and Winchendon (150). The remaining 25 students were from out-of-district towns, including Ayer, Clinton, Dudley, Groton, Leominster, Orange, and Worcester.

Throughout 2015-2016, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2015, approximately 700 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. 2015-2016 proved to be an exceptionally busy year for her, as the school received 631 applications for admission. Of those, 575 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, 338 freshmen and 3 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 2015-2016 school year, serving approximately 600 area students.

Class of 2016 Awards

Members of the Class of 2016 were awarded approximately \$58,000 in scholarships. The Monty Tech Foundation generously provided \$46,000 in scholarships to graduating seniors, ranging in amounts of \$200 to \$2,000. The Foundation also awarded \$4,000 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. Approximately 61% of the graduating class of 2016 reported plans to enroll at either a 2-year college, a 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 2015-2016, a great deal of effort was put forth by the School Committee, administration, and staff. The final fiscal year 2015-2016 Educational Plan totaled \$26,229,366, which represents a 2.3% increase over the 2014-2015 Educational Plan. The District's FY16 budget only exceeds the minimum spending required by Massachusetts General Law Chapter 70 by \$25,000 or .1%.

The District was audited in October 2016 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 help provide many educational and social services to the student population. For fiscal year 2016, state and federal grant sources provided the school with \$918,426. 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 Marine Corp Junior Reserve Officer Training. The District also received a competitive grant for \$136,412 to purchase equipment for the anticipated new Veterinary Science Program. Using these allocation and competitive funds, the school was able to purchase a variety of instructional technology, equipment, and supplies to enhance the learning experience across both academic and vocational programs.

Academic Achievement

In 2015-2016, students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement, earning commendable MCAS scores in English Language Arts, Mathematics and Biology. For Spring 2016, Monty Tech's passing rate on the English Language Arts was 100%, Mathematics 99%, Biology 99%.

English Language Arts	2014	2015	2016
Students Tested	364	374	349
Passing	100%	100%	100%
Advanced/ Proficient	95%	96%	97%
Needs Improvement	5%	4%	3%
Failing	0%	0%	0%

Mathematics	2014	2015	2016
Students Tested	366	375	348
Passing	98%	98%	99%
Advanced/Proficient	84%	87%	82%
Needs Improvement	14%	11%	17%
Failing	2%	2%	1%

Biology	2014	2015	2016
Students Tested	351	347	345
Passing	99%	98%	99%
Advanced/ Proficient	74%	77%	78%
Needs Improvement	25%	21%	21%
Failing	1%	2%	1%

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

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 2015-2016 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: The Monty Tech Auto Body program is led by a strong instructional team, always eager to enhance the program to benefit the students. This year instructor Michael Forhan revised the Freshman curriculum to expand the detailing component, which has been met with great enthusiasm from students and clients alike. Freshmen and Sophomores continue to earn industry recognized credentials, including the I-CAR Pro level one certification in refinishing and non-structural damage. This certification not only makes our program graduates more employable, it enables students to maintain the I-CAR gold class certification. Throughout the year, students detailed, repaired, and repainted vehicles, fulfilling more than seventy requests that included: an SUV police vehicle car for the Town of Winchendon, a wooden statue of Johnny Appleseed, and the antique playground fire truck for the Westminster Lions Club. All Freshmen achieved 10-Hour CareerSafe online certification for General Safety, two Juniors earned co-operative education placements, demonstrating their technical skills in the workplace, and all Senior students received an Environmental Protection Agency certificate. (Total enrollment: 62; 35 males, 27 females)

Automotive Technology: As in past years, the Automotive Technology program continues to service a variety of vehicles for faculty, staff, municipalities, and district residents. 2015-2016 proved to be a very busy year for the program, as more than four hundred vehicles were serviced by talented students and instructors. In addition to maintaining the school's fleet of vehicles throughout the year, students were asked to repair a Salvation Army disaster relief vehicle, and it was a pleasure to give back to this deserving organization. Students performed very well in the SkillsUSA state competitions, placing third, fourth, and fifth, with hopes to improve in the coming year. A total of five students participated in the Co-Op Program, applying their technical skills in real work settings. Finally, instructors are proud to announce three talented program graduates are working in shops in the area, demonstrating the skills they acquired at Monty Tech. (Total enrollment: 62; 50 males, 12 females)

Business Technology: Students in Monty Tech's Business technology program are seeing tremendous benefits to the new partnership with Workers' Credit Union. The opportunity to participate in teller training and financial literacy workshops has been met with great enthusiasm from our students, and the instructors continue to be grateful for this developing partnership. Four students were offered co-op placements with WCU during the 2015-2016 school year as bank tellers, and the two Seniors were offered employment upon graduation. Monty Tech Business Technology instructors, in collaboration with their post-secondary colleagues, have developed two articulation agreements, with Mount Wachusett Community College and New England Institute of Technology, which will provide qualified students with college credits at no cost to the student.

Opportunities to demonstrate customer service, cash handling, and accounting skills are ever-present as the Business technology students successfully operate an in-house retail location and greenhouse. The program's instructional technology was updated to allow students to test on the most up-to-date version of Microsoft for their certifications. (Total enrollment: 72; 16 males, 56 females)

Cabinetmaking: Throughout 2015-2016, instructors and students completed a number of high profile projects that demonstrate the true talents and craftsmanship developed in this very popular program. Some of the more notable projects completed by students include: building the base for the Johnny Appleseed statue and delivering it to the terminal at Logan Airport for display; building and installing kitchen cabinetry for the Gardner Council on Aging; building kitchens and vanities for the school's house-building projects; building a storage cabinet for SkillsUSA; designing, building and installing a kitchenette for the Main Office; constructing cell phone cases for shops, as well as an office table, a display case and a brochure holder for the School of Continuing Education. Students and instructors also completed more than sixty additional projects throughout the school and surrounding communities. In an effort to increase access to our primary software program, Alphacam, the school added more licenses to our program, which has proven to be a tremendous benefit. A total of eleven students (three Juniors and eight Seniors) were placed in co-operative educational settings, where they could build upon the strong technical foundation they have attained at Monty Tech. (Total enrollment: 73; 50 males, 23 females)



Cosmetology: Monty Tech is pleased to introduce Emily Bedard, a talented new instructor in the school's popular Cosmetology program, who brings tremendous industry experience and expertise in the trade. 2015-2016 also brought added instructional initiatives, including the addition of the Hairmax computer system, which was updated and installed in all related classrooms so that students are now able to work and learn using this system. With a significant increase in the number of clients served this year, the program also generated an additional \$1,000, which will be used to fund the much-needed consumable products. In an effort to support the school's commitment to community service, the Cosmetology Juniors traveled to Heywood Wakefield Assisted Living Center to do manicures for the residents there, while the Sophomore students offered services on the local front, during a successful staff appreciation day. Finally, it is with great pride that the Cosmetology instructors announce that 100% of the Senior students passed the Cosmetology State Boards, earning licenses to practice. (Total enrollment: 89, 1 males, 88 females)

Culinary Arts: Monty Tech Culinary Arts students and instructors are always busy with the daily operation of the Mountain Room Restaurant, which is open for lunch from 11:30 am to 1:00 pm Monday through Friday. In addition to operating a full-service restaurant and bakery, serving 90-120 patrons daily, culinary students showcase their talents throughout the year, providing outstanding service at events that include the following: two Program Advisory Committee dinner meetings, four Monty Tech Foundation breakfasts, Monty Tech's Retirees holiday luncheon, a graduation reception, the Women in Technology event, Principal and Counselors Day, the Monty Tech homecoming dance, MAVA meetings and all School Committee meetings and sub-committee meetings. Community service opportunities for students are always a highlight, and this year our students prepared meals for the United Way's "Day of Caring" event, Our Fathers House, and NEADS events. Students also participated in the Montachusett Opportunity Council's "Taste of North Central" fundraiser. The program's greatest undertaking this year was the Annual Superintendent's Dinner fundraising event. Students worked side-by-side with some of the area's

finest chefs, preparing a six-course dinner with extensive hors d'oeuvres for 380 guests. (Total enrollment: 96; 34 males, 62 females)

Dental Assisting: During 2015-2016, the Dental Assisting program introduced nineteen students to industry experience through externships, while ten students participated in affiliation, and one student earned a co-operative educational placement, working with an area dentist. 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 the national pass rate for the Dental Assisting National Board (DANB) Infection Control Exam was 86% in FY15, the Monty Tech students far surpassed that rate with a 100% passing rate on the Infection Control exam. For the sixth 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, more than thirty 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: 58; 5 males, 53 females)

Drafting: The 2015-2016 school year was a busy one for Drafting Technology students and instructors. A total of six students (one Junior and five Seniors) participated in the school's Co-Op Program, and four students advanced to the SkillsUSA state competitions. Instructors are pleased to report that a majority of the graduating seniors intend to pursue careers in the field of drafting. Like most programs in the school, the Drafting Technology program participates in a number of projects in and around the school. This year, Drafting students designed the preliminary architecture of the new Veterinary Science Training Center, completed plans for the plumbing program's storage shed, drew a layout of Riverside Cemetery in Winchendon, designed a new building sign for St. Bernard's in Fitchburg, designed and printed hundreds of signs and banners for various community organizations, planned and decorated the 50th Anniversary-themed Superintendent's Dinner, and created and installed signage throughout the building for the 2016 graduation, College Fair, School of Continuing Education, sports and drama clubs. (Total enrollment: 57; 36 males, 21 females)

Early Childhood Education: The Early Childhood Education program received 3 new Baby Care Parent Simulation dolls, each with car seat detections and temperature detectors. This added technology will assist instructors as they enhance lessons in infant and toddler safety. Several seniors and both instructors attended the Massachusetts Association for the Education of Young Children's Annual Conference. Students were delighted to support community service efforts, raising funds to support Lucy's Love Bus, an agency that provided grants for children with cancer that are not covered by health insurance. Students showered the Department of Children & Families with gifts and much needed supplies for foster families with emergency foster placements, raised funds for various causes including SkillsUSA Change for Children, adopted a Christmas Angel for a needy child from the Cleghorn Neighborhood Center, and contributed to the National Honor Society food and supplies drive. Instructors are proud to report that all graduates are pursuing careers and higher education related to the program - one is currently working in the field and the rest are enrolled in area colleges and universities in majors directly related to the field. (Total enrollment: 63; 1 male, 62 females)

Electrical: The Electrical program continues to be one of the busiest trades in the school. In 2015-2016, more than fifty work orders were completed throughout the building. The wiring of various equipment included: a new media blaster in welding, a television in cosmetology, replacing the

fixture in the elevator, re-wiring the HVAC shop, wiring the new air conditioner in the Technology Department, and adding receptacles in the science room for new labs. In addition to wiring equipment, Electrical students performed numerous repairs of lights, outlets, computers, sensors, CATV jacks, and new data drops for computers. In addition to participating in the house building project in Ashburnham, upperclassmen students rewired a guard shack at the Westminster Crocker Pond, and the electrical shop motor lab was remodeled to incorporate twenty-four booths. Fifteen students earned co-op positions, and instructors are proud to announce that 60% of the graduating class entered electrical apprenticeships. (Total enrollment: 83; 69 males, 14 females)

Engineering Technology: The Monty Tech Engineering Technology program continues to further enhance the curriculum and instruction by improving upon the four Project Lead the Way course modules, and adding more Computer Integrated Manufacturing content into the already rigorous vocational-technical curriculum. Field Programmable Gate Array mini systems were purchased and integrated into the Digital Electronics curriculum. Engineering students performed well in SkillsUSA competitions, earning a number of top awards. At SkillsUSA at Districts, Monty Tech Engineering students received two gold, four silver, and four bronze medals. At SkillsUSA States, students earned two gold and one silver medal, and finally two top students traveled to Louisville, KY to compete at the National level in Mechatronics. The Freshman Exploratory Program yielded positive results for the program, with eleven first choice freshmen. The majority of the graduating class will continue their education in the engineering field. (Total enrollment: 48; 38 males, 10 females)

Graphic Communications: The Monty Tech Graphic Communications program is pleased to report that all graduating Seniors were accepted to area colleges and universities. The program benefited from twenty-four new iMac Computers with Adobe CC software, and our lab was renovated to accommodate this wonderful new technology. Throughout the 2015-2016 school year, the shop continued to produce large quantities of print projects for district towns and community service organizations. This year, over three hundred print projects were completed, saving local organizations approximately \$145,000. Twenty-two freshmen chose Graphic Communications as their top program, and two additional students joined our program, resulting in a freshman class of 24 students. The future looks bright for the Monty Tech Graphic Communications program. Three students earned co-op placements. Our students continue to perform well in related SkillsUSA competitions, and earned four medals at the District event - one silver and one gold in Advertising and Design, one gold in Screenprinting, and one bronze medal in Digital Cinema Production. (Total enrollment: 90; 37 males, 53 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. 2015-2016 was an exciting year for the program, as a new partnership with Mount Wachusett Community College enabled Senior students to participate in an Emergency Medical Technician training program, earning eight college credits at no cost. The program is dedicated to providing all students with opportunities to earn industry-recognized credentials, and as a result, students also earn the following credentials: Occupational Safety and Health Administration (OSHA) 10-hour certification; Cardiopulmonary Resuscitation (CPR) and First Aid Certificate through the American Heart Association; and Certified Nursing Assistant License through the American Red Cross. This year, 94% of the Senior students passed the National Healthcare Association (CCMA) exam. To support the students' desire to give back, a "Baby Shower" benefitting Battered Women's Resources, Inc. was held, students participated in Pediatric Day with

the Early Childhood Education program and also raised \$700 for Special Olympics. (Total enrollment: 106; 10 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 renovations, buildings, and repair work for member communities. Some of the projects completed during the 2015-2016 school year include: building a two-story colonial home in Ashburnham for Montachusett Enterprise Center, Inc. (MEC), building two decks for a Habitat for Humanity house project in Fitchburg, building a shed for the Monty Tech football team, building a storage shed for Thomas Prince School in Princeton, and building a hip roof for the Lunenburg Cemetery Commission mausoleum. Lally columns were installed in two separate buildings for the Winchendon Housing Authority, and three “Buddy Benches” were built and installed at the Crocker School in Fitchburg. Tent platforms for Treasure Valley Scout Reservation in Rutland, curved picnic tables and benches for the Town of Hubbardston, ten bluebird houses for Ashby senior citizens, a small library for Baker’s Grove Association in Westminster, picnic tables for Gardner Municipal Golf course, and numerous Adirondack chairs for non-profit organizations throughout the district were also built by the talented Carpentry students at Monty Tech. (Total enrollment: 68; 50 males, 18 females)

HVAC & Property Maintenance: The 2015-2016 school year was the first full year for the newly enhanced HVAC & Property Maintenance program, which is now aligned to the state frameworks more accurately. The program’s new name and added curriculum is expected to present our students with additional career pathways and opportunities to participate in a co-operative work environment. Employers are discovering that we have more to offer, and students are finding themselves with more employable skill sets. As the shop continues its enhancements to the HVAC portion of our program, we are now fully involved with six student work modules, as well as a full-size commercial air chiller unit. New tooling to accommodate these changes includes the acquisition of six new lockable storage cabinet workbench workstations. These stations are outfitted with the necessary tooling used in the refrigeration trade, complete with test meters and manifold gauge sets. Nine Seniors and six Juniors participated in the very popular co-operative education program. (Total enrollment: 64; 56 males, 8 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 400 hours of repair, upgrading, and troubleshooting computer problems for Monty Tech community members. Some of our students compete in the Cyber Patriot event, a national high school cyber defense competition, founded by the Air Force Association. A team of eight students participated in the Fitchburg State University Programming Competition, placing 13th, 24th, and 25th out of 32 teams. Three Seniors were out on Co-op, and all Freshmen completed their Career Safe 10-Hour General Safety Certification. One Senior and one Junior developed websites for non-profit organizations - Gardner AARP and Monty Tech’s Greenhouse. Our students performed very well in District and State SkillsUSA competitions. In the District competition, two Seniors were awarded gold medals in the 3D visualization & animation competition, two Juniors earned the gold in the Information Technology Services competition, and two sophomores brought home gold and silver medals in Internetworking. At the state level, two talented Juniors earned Silver medals in Internetworking. (Total enrollment: 63; 58 males, 5 females)

Machine Technology: The Monty Tech Machine Technology Program continues to prepare students to achieve Level 1 and Level 2 MACWIC (Manufacturing Advancement Center for Workforce Innovation Collaborative) certification. Through a beneficial relationship with the Massachusetts Manufacturing Extension Partnership, our instructors have access to high quality curriculum developed at WPI. Articulation agreements with Mount Wachusett Community College and Quinsigamond Community College were developed, which will save students time and money as they continue their education in the machining and manufacturing trades. Students completed a number of projects, including: engraving four hundred mirror frames, creating chocolate molds for the Superintendent's Dinner gifts, engraving gifts for the Class of 1996 reunion, engraving a time capsule plaque for the Town of Ashburnham, and refurbishing the hallowed Thanksgiving Day trophy for Narragansett Regional High School and Murdock Middle High School. (Total enrollment: 58; 57 males, 1 female)

Masonry: Students and instructors in Monty Tech's busy Masonry program continued to focus on a number of community projects including: installing brick steps and tiles for the Montachusett Enterprise Center, Inc. (MEC) house project in Ashburnham, installing a walkway for the Town of Hubbardston, construction of a mausoleum for the Lunenburg Cemetery Commission, installing a block wall for Turkey Middle School in Lunenburg, and repointing brick and block windows for Town of Templeton Water Department. In Winchendon, our students replaced walkways at the Clark Memorial YMCA, repaired block walls for the Housing Authority, and started the Veteran's cemetery walkway. When the students weren't busy in our district communities, they were preparing for and competing in the Massachusetts Trowel Trades Association (MTTA) competition, where they earned top recognitions and awards. Instructors are proud to report that twelve Freshmen students selected Masonry as their top choice for placement, and look forward to teaching and mentoring this next generation of talented Masons. (Total enrollment: 66; 52 males, 14 females)

Plumbing: The Monty Tech Plumbing program, like other trades throughout the school, is committed to community service. As a result, students and instructors completed projects for a single-family home in Ashburnham for Montachusett Enterprise Center, Inc. (MEC). Students were introduced to high-efficiency condensing and LP gas heating systems during this project, and successfully installed the gas piping for the home. In addition, the students returned to the Bresnahan Scout Center in Ashburnham to finish plumbing installations. On campus, students fixed leaks, cleaned drains, replaced a hot water heater, worked on water coolers, and repaired and maintained the plumbing system. A Senior student was named Vocational Tech All-Star from the Plumbing, Heating and Cooling Contractors Association of Massachusetts, receiving tools and a scholarship for continuing his education in the plumbing licensure program. Another Senior student won the Central Mass Plumbing & Gas Fitting Inspectors Association scholarship. Nine seniors and three juniors participated in the co-operative education program, gaining valuable work experience. Local plumbing companies have hired several graduates as plumbing apprentices. (Total enrollment: 75; 72 males, 3 females)

Welding/Metal Fabrication: The 2015-2016 school year brought the welcome addition of a third instructor to the Monty Tech Welding/Metal Fabrication program. A number of projects were successfully completed on the Monty Tech campus, and more than eighty projects benefiting the eighteen cities and towns in the Monty Tech



district were completed by our talented students. Perhaps the most notable accomplishment is the installation of a twenty-one ft., multi-section statue for the Fitchburg Art Museum, which is the focal point to their main entrance. Students also repaired railings for Lunenburg Middle School, and a light post, railings, and a mailbox for Sterling Municipal Light Department. They also fabricated and welded a time capsule for Mountview Middle School in Holden, and fabricated and welded stainless steel counter tops for Gardner Council on Aging. A new curriculum was implemented, bringing lessons in pipe welding to Senior students and CAD design with the Torch-Mate CNC plasma table to Junior students. Instructors are proud to report that six Seniors participated in the co-operative education program, demonstrating their strong technical skills, and five of those students continued their work with their employers post-graduation. (Total enrollment: 62; 48 males, 14 females)

Student Support Services

During the 2015-2016 school year, Montachusett Regional Vocational Technical School District provided special services to approximately three hundred and fifteen 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 language 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 2015-2016, the Monty Tech Technology Department completed a three-year technology plan and review, in preparation for a whole-school Chromebook roll-out in FY17. Training efforts continued throughout the year, to ensure teacher capacity in the Google for Education platform.

A sophisticated Liebert air conditioning system was installed in the Main Distribution Facility (MDF) to maintain constant temperature and humidity supporting the growing demands of the MDF.

Three Chromebook mobile labs were added to the fleet of mobile computer labs that circulate among classrooms providing the students with modern technology. A self-service LobbyGuard kiosk system was implemented that manages visitors to the building and increases school safety measures. The cafeteria received an upgrade to their POS system, utilizing advanced technology in school nutrition and meal planning. Candidates for free and reduced lunch may now complete an application online, managing payments and fees using this new online system. Finally, in preparation of the anticipated 2016-2017 Chromebook roll-out, the technology staff was reorganized. Duties were reallocated among staff and leadership, transitioning to a more efficient department. New systems and policies are continually being researched to support this initiative.

SkillsUSA

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. Through our association with SkillsUSA, our students develop job skills, leadership and professional skills, as well as provide community service. The 2015-2016 school year was an extraordinary one for our chapter of SkillsUSA. The students met the challenges of districts, performed well at states and prepared for the National Conference. They also conducted several community service projects and raised money for various deserving charities. Serving as co-advisors were Kelsey Moskiwitz, English Instructor, Anne Marie Cataldo, Early Childhood Education Instructor, and Brad Pelletier, Special Education Instructor. Highlights of the year include:

- In September 2015, forty-one students applied and were accepted to form the Monty Tech SkillsUSA Leadership Team. After two leadership training sessions, seven officers were elected.
- In November 2015, sixteen students, consisting of chapter officers and Leadership Team members attended the Annual Fall State Leadership Conference, where they participated in workshops and leadership exercises and performed community service at an area YMCA Day Camp.
- The SkillsUSA local competitions took place November 2015, and on December 18th, the students learned who would advance to the next round of competition.
- A total of forty-seven medals were captured at the District Competition held in March 2016 at Bay Path Regional Vocational Technical School: fourteen gold, sixteen silver and seventeen bronze medals. Outstanding student Grace Kirrane qualified to run for the State Executive Council, as well.
- Olivia Houle, a junior in the Welding program, was selected to serve on the State Advisory Committee to help aid in the planning of the State Conference.

- Thirty-four district medalists and qualifiers, nine local leadership and occupational related event contestants, one state officer candidate and nineteen voting delegates for a total of sixty-three students attended the State Leadership and Skills Conference, held in April 2016 at Blackstone Valley Vocational Technical School. There, seven students were awarded gold medals, and earned the right to compete at the very competitive National Leadership & Skills Conference held in late June.
- Nine students and six instructors attended the National Leadership & Skills Conference in Louisville, KY in June 2016. There, Taylor Sadowski, a graduate from the Health Occupations program, earned a silver medal in the Medical Assisting contest.
- In August 2016, Grace Kirrane attended the SkillsUSA Massachusetts state leadership training where she was elected to serve as the SkillsUSA Massachusetts State Vice President.

Marine Corps JROTC



The Monty Tech Marine Corps Junior Reserve Officer Training Corps (MCJROTC) had a sensational school year. All program objectives for the 2015-2016 school year were achieved, most notable was the JROTC Cyber Security Team, led by First Sergeant Paul Jornet and Information Technology Instructor Richard Duncan, once again capturing national recognition by placing fourth overall in the Air Force Association's National Cyber Security Competition held in Baltimore, MD.

The 2015-2016 Corps of Cadets completed over eighty-eight hundred hours of community service throughout the district. The corps conducted a major canned food drive, worked side-by-side with the Marine Corps Reserve in a national Toys 4 Tots campaign, and spent five weekends working with the local Salvation Army helping to raise over \$25,000 for needy families. The cadets conducted their annual 10 mile "March-A-Thon" to support NEADS (National Education of Assistance Dogs Services) from Princeton, MA, raising \$20,000 for their Service Dogs for Veterans program.

Seventy Monty Tech cadets attended a leadership camp at Prince William Forest, in Quantico VA. The camp provided cadets with individual and team development opportunities, as well as the opportunity to visit our nation's capital and many other historical sites.

During the summer of 2016, our Cadet Cyber Team was again asked to support a Cyber STEM camp for the National Marine Corps JROTC program. The Cyber Team coordinated the 8-day camp that focused on defending cyber networks from attacks. The camp also offered an introduction to robotics programming using the VEX Robotics System. The camp was attended by 200 students, representing twenty-two states.

The Monty Tech JROTC program once again was awarded the designation of Marine Corps Honor School by the Commanding General Marine Corps Training & Education Command. Only ten percent of Marine Corps JROTC programs nationwide receive this recognition. The selection was based on several criteria, including cadet citizenship, the percentage of cadets involved in student government organizations, the number of cadets active in school activities and clubs, the number of community service hours for the unit as a whole and per cadet, the number of organizations assisted

by the unit, and scholastic achievements including the number of academic awards and scholarships given to cadets. The units were also measured by participation in public affairs events, drill team competitions, rifle team competitions, physical fitness team competitions, and field trips.

Because of this prestigious status, Monty Tech's Senior Marine Instructor has the authority to make nomination recommendations to the U.S. Naval Academy, U.S. Air Force Academy, and the Military Academy at West Point under the Honor School Category.

Women in Technology

Monty Tech is one of the original members of the North Central Massachusetts Women In Technology Program, and the 2015-2016 school year marked the school's 14th year in this innovative school-to-business partnership. The highly successful collaborative program continues to grow with membership comprised of students from six area high schools. Its mission is to encourage female students to explore well-paying careers in the fields of business and technology. Participants spend two days a month, working on real-world work projects under the mentorship of company managers at SimplexGrinnell and Tyco Safety Products in Westminster, subsidiaries of Tyco International, a Fortune 500 company.

The program has been so successful in its mission of providing a proven pathway to corporate America, that it was recently recognized as one of the region's premier experience-based educational programs of its kind. Affiliation with the program, and skills acquired through participation, 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. This past year we set a new high for the number of student/athlete participants, with forty-five teams and more than six hundred participants. Seventeen teams competed in Fall 2015, fourteen during the winter season, and another fifteen teams represented the school in Spring 2016.

Last fall, the Varsity Football team had their best season ever as they went 10 – 2 and won the State Vocational Large School Championship. The JV Football team had a good overall season and competed every game. The Freshmen Football team was 1 – 7 - 1. The Varsity Boys Soccer team finished at 14 – 6 and qualified for the post-season tournament, finishing second in the Colonial Athletic League with an 8 – 3 record. The JV Boys Soccer team finished their season with a record of 9 – 6. The Varsity Golf team was 4 – 12, while the JV Golf team played in three tournaments, gaining valuable experience on the links. The Varsity Field Hockey team was 17 - 1 - 2, qualifying for the Central Mass Tournament for the sixth consecutive year. They beat Grafton, 3 – 0 but lost to Lunenburg 1- 0 in an excellently played game. They won the Colonial Athletic League Championship with a 10 – 0 - 2 record. The JV Field Hockey team finished their season with a record of 5 – 2 – 1. The Boys Cross Country team was 9 - 4 and finished 4th in the CAL. The Girls Cross Country team was 3 – 5 overall, and also finished 4th in the Colonial Athletic League. The Varsity Girls Volleyball team went 7 – 13, and during their busy season held a successful Bump-

Set-Spike competition, raising more than \$3,000 to fight Breast Cancer. The JV Girls Volleyball team was 11 – 9, while the Freshmen Girls team continued to improve with a 7 – 10 record. The Varsity Girls Soccer team was 11 – 7 – 1 and qualified for the post-season, where they lost to Bromfield 5 – 0. The JV Girls Soccer team finished at 7 – 4 - 2 and will send some fine players to the varsity next year.

The Girls Varsity Basketball finished at 14 – 7 on the season, qualifying for the post-season tournament where they lost to an impressive Millis team. The JV Girls were 18 – 0 and will send some fine players up to the varsity next year, and the Freshmen Girls finished the season with a 9 – 5 record. The Varsity Boys Basketball team finished at 15 – 8 and qualified for both the State Vocational Tournament and the Districts. They lost to Worcester Tech in the first round of the Vocational Tournament and beat Bethany Christian in the first game of the Districts before losing to Hopedale in the quarterfinals. The JV Boys Basketball team was 13 – 8, while the Freshmen Boys ended the season 4 – 12. The Boys Ice Hockey team finished at 9 – 8 - 3 and qualified for the District Tournament, and can expect some impressive JV team members to move up and strengthen the program next season. Both Boys and Girls Indoor Track & Field participated in the Dual Valley Conference in 2016, where the boys were 4 – 4 and the girls finished with a 1 – 7 record.

In the spring, the Varsity Softball team qualified for the Central Mass Tournament for the 23rd consecutive year with a 13 - 7 record. They advanced to the Semi-Finals, but fell to Uxbridge. Coach Reid won his 600th game during this season, his 43rd year at Monty Tech. Coach Reid was also selected as the Massachusetts Softball Coach of the Year. The JV Softball team ended their season 5 – 10. The Varsity Boys Volleyball team was 19 – 4 and 12 – 0 in the Colonial Athletic League, winning the league Championship and qualifying for both the State Vocational and District Tournaments. They advanced to the State Vocational Tournament Finals, but fell to Greater New Bedford Regional Vocational technical High School 3 – 0. The Varsity Baseball team finished at 11 – 9, winning the Colonial Athletic League Small School Championship. The JV Baseball team was 8 – 8 and the Freshmen Baseball team was 2 – 8. The Boys Track & Field team was 8 - 2, finishing 3rd in the Colonial Athletic League, while the Girls Track & Field team ended the season with a record of 8 – 4, placing 5th in the Colonial Athletic League. The Varsity Boys Lacrosse team played in nineteen games, finishing the season with a 9 – 10 record, missing the playoffs by only one game, and finishing 2nd in the Colonial Athletic League. The JV Boys Lacrosse was 11 – 6 – 1, as we look to the future.

Congratulations to the Outstanding Male and Female athletes for 2015-2016, Kyle Morris and Kaitlyn MacAlister. Dave Reid, Monty Tech's long-time Athletic Director, also received the prestigious "John Young Award" from the MIAA for his outstanding contribution and service to high school athletics throughout his forty-three years of service.

Monty Tech School of Continuing Education



The Monty Tech School of Continuing Education continues to update and add courses that emphasize a commitment to excellence by offering affordable, quality, and enjoyable educational experiences. For the Fall of 2015, Monty Tech offered 67 classes with 667 registrations, and during the Spring 2016 semester, there were 66 postgraduate and continuing studies courses, with 609 registrations.

The program, now under the leadership of Director Mary May-Lucchese, is looking forward to expanding the number of small business partnerships and increasing the number and quality of personal enrichment classes - sewing, knitting, acrylic painting and sculpting, to name a few. In addition, the Director has almost doubled the catalog distribution from 80,000 to 155,000 copies, and modified the saturation market to provide the popular evening programs with additional exposure.

The School of Continuing Education is also looking forward to introducing a new software program with robust reporting features and a very intuitive student and instructor portal. This web-based software enhancement is critical to the program and very high on our list of priorities. The new online registration feature will, no doubt, be received positively by students and instructors alike.

Spring 2017 will see our new ESL Beginner 1 and Beginner 2 courses come to fruition. These courses, coupled with our career and certificate classes, speak directly to course combinations that provide our community members an opportunity to grow, evolve and take their new skill set to the workforce.

The success (and sustainability) of an adult education program is based on hiring quality instructors and meeting the needs of the community. We are in line to accomplish both! Our goal in the coming year includes increasing our adult education course offerings, with a concentration on career programs. Stay tuned for Pharmacy Technician, Medical Billing and Coding, Auto Damage Appraiser and Apprenticeship opportunities at the Monty Tech School of Continuing Education.

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, accomplishes 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

The above mission and philosophy were met by the Practical Nursing program by several different methods.

On June 23, 2016, a graduating class of 32 students completed the Practical Nursing Program and entered the nursing profession. The class achieved an initial NCLEX pass rate of 91%, with 29 of the 32 graduates achieving 100% pass rate for the NCLEX-PN exam. Three graduates are waiting to sit their NCLEX-PN exam. 94% of the 2016 graduates are currently employed in the health care profession throughout Massachusetts, and many are working within the eighteen cities and towns of the Monty Tech school district as LPNs in various health care settings, ranging from long term care, sub-acute care to mental health facilities.

The Monty Tech Practical Nursing Program continues to develop the “LPN to BSN Bridge” relationship with Fitchburg State University. Several 2016 graduates are pursuing seats in the LPN to BSN program at FSU and will be continuing their education to the Bachelors in Nursing. Many present class applicants cited as their attraction to Monty Tech as the opportunity to complete a ten-month accelerated program and then bridge to Fitchburg State University.

Monty Tech Practical Nursing students are now completing patient scenarios in the Sim Lab on a weekly basis in Term 2 and Term 3. The Faculty Sim team has implemented National League of Nursing (NLN) patient scenarios consistent with our curriculum frameworks, and have also utilized the Sim lab setting to instruct students in developing nursing skills that they may not be experiencing in the clinical setting. Instructors have successfully developed a pediatric patient scenario that is consistent with present student learning outcomes and the clinical pediatric setting.

The Practical Nursing Program Faculty implemented new student learning outcomes across the curriculum adopted from the Massachusetts Board of Higher Education Nurse of the Future Initiative LPN Competencies. The competencies have been recognized nationally as being consistent with current LPN practice. The Faculty will assess the revised student learning outcomes and our content to assure consistency with the new NCLEX-PN Detailed Test Plan that will be released in March 2017.

The class of 2016 performed a community service project adopting a Monty Tech family in need referred by Student Support Services. The nursing students purchased holiday gifts and food for the family, making sure they were consistent with the family’s requests or needs.

With an eye toward the program’s future, forty-seven applicants were accepted to the Class of 2017, and forty-five students enrolled and will continue in the tradition of high-quality practical nursing preparation.

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 businesses: The Machine Technology program at Monty Tech has a long history of successfully placing students in machine and manufacturing shops in the area. Program instructors work closely with a nineteen-member program advisory committee to ensure instruction and training equipment aligns with current industry standards, and welcome their guidance in this regard. With an eye toward expanding opportunities for students interested in pursuing occupations in this high-demand industry, program partner L. S. Starrett Company has suggested adding lessons in quality control and metrology to the existing curriculum. Program instructors anticipate reconfiguring the instructional space to bring in updated equipment, and will also add two industry-recognized certification exams to the curriculum. By standardizing metrology instruction and providing students with opportunities to earn additional credentials, program instructors are ensuring Monty Tech Machine Technology students are poised for a

successful school-to-work transition upon graduation.

Expand partnerships with area colleges and universities: Monty Tech students currently benefit from a number of articulation and dual enrollment agreements with surrounding post-secondary partners. In the coming years, we hope to expand those opportunities in two vocational-technical areas: Information Technology and Early Childhood Education. By the end of 2016-2017, Monty Tech Information Technology instructors will submit an articulation request to MWCC officials, to determine how our curriculum may align with MWCC's Computer Information Systems Transfer Track (CIT) program. Additionally, instructors in Monty Tech's Early Childhood Education program will continue discussions with Fitchburg State University officials, exploring the potential of embedding one college-level course into the senior year curriculum. School officials continue to discuss the merits of aligning curriculum, securing appropriate adjunct professor credentials, and costs associated with tuition and fees for the agreed upon course.

Expand Access to Instructional Technology: A Monty Tech education is effective because efforts are made to continually assess our programming, instructional equipment, and our educational resources. Through this assessment, it has become clear that while so many students have access to technology away from the school, many do not. It is important, then, to arm every student with the tools necessary to succeed not only in the workplace, but in the classroom, as well. The district is pleased to announce a whole-school technology initiative, culminating in a September 2016 Chromebook distribution to each of our 1,435 students. It is our hope that these devices will support learning, increase and streamline communication with teachers, and promote collaboration among student peers.

Expand vocational-technical educational opportunities: As you know, Montachusett Regional Vocational Technical School is home to twenty vocational-technical programs, and currently serves over 1,400 students from eighteen cities and towns in North Central Massachusetts. We are so proud of our students and accomplishments, and every year we strive to provide only the best educational programs, both academic and vocational, to each and every student. As we review our student demographic, the regional workforce data, and feedback we have received from students interested in attending our school, we consider the benefits of adding new vocational programs. We are pleased to announce that Monty Tech is bringing our 21st program to the school – Animal/Veterinary Science. The new program, open to students Fall 2017, will respond to much-needed workforce training and community services, and will effectively prepare students to enter both college and career pathways upon graduation.



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 experiences and varying perspectives, and we are thankful to the following members of the 2015-2016 School Committee for their outstanding service.

Barbara Reynolds, Lunenburg, Chair
Brian J. Walker, Fitchburg, Vice Chair
Diane Swenson, Ashburnham
Peter Capone, Ashby
Toni L. Phillips, Athol
Whitney Marshall, Barre
Claudia Holbert, Fitchburg
Brian J. Walker, Fitchburg
Dr. Ronald Tourigny, Fitchburg
Leroy Clark/ Melanie Weeks, Fitchburg
Helen Lepkowski/ James S. Boone,
Gardner
Eric D. Commodore, Gardner

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

Terri Hillman, Gardner, Secretary
Norman J. LeBlanc, District Treasurer

Respectfully Submitted By:

Sheila M. Harrity, Ed.D.
Superintendent-Director
Montachusett Regional Vocational Technical School



Harvard Lion's Club 1st Annual Bed Race



LIBRARY AND THE ARTS

Librarian, Library Trustees, Cultural Council

➤ ➤ ➤ LIBRARIAN ◀ ◀ ◀

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



In 2016 the pervasiveness of digital devices and the rapid increase in the use of social media saw people connecting to a world of digital information at anytime from anywhere. The exciting reward of having instant information at our fingertips brought with it the risk of having misinformation instantly available as well. Since the founding of the first public library, the mission of all public libraries has been to provide access to information with diverse viewpoints and opinions made available from credible newspapers, books, magazines, and online resources. In this, as in every year, Harvard Public Library (HPL) was committed to protecting the intellectual freedom of its patrons, teaching information and media literacy skills to our students, and helping our community access and navigate through the information overload of today's world. As a cornerstone of our democratic society, the public library is an integral part of every community.

Harvard Public Library's FY16 library statistics show attendance, circulation of library materials, and program participation maintaining the high benchmarks of last year with new "virtual" highs being established as we grow our digital collections of eBooks, eAudios, ePeriodicals and eVideos. The library circulated a total of 124,889 items in FY16 (an average of 62.4 items per household) as our circulation staff completed 258,100 transactions including check-outs, check-ins and network transfers. We borrowed 14,400 Items from other libraries through inter-library loan and we loaned out 8,322 items to other libraries. Our Reference librarians answered 9,006 research queries, and 4,225 patrons logged into our databases for research. Our Children's department hosted 6,814 children at 297 programs; 463 teens attended 53 teen programs; and 480 children participated in the Olympics themed Summer Reading Program "On Your Mark, Get Set, Read!" tallying a total of 6,495 reading hours. Harvard Public Library welcomed 100,769 visitors to the library in 2016. As the single department in town offering a facility open year-round to residents that delivers service to every demographic - from pre-school children to senior citizens – the library is one popular place!

Recognizing the increasing popularity of our online resources and after gathering input from our patrons, HPL added Lynda.com and Hoopla to our digital offerings this year. Lynda.com is an online learning program offering business, software, technology and creative skills courses. Hoopla is a digital collection of movies, television shows, educational/instructional videos, documentaries, music, eBooks, audiobooks, comics, and graphic novels that are always available. These newly introduced resources along with many others are available from our website www.harvardpubliclibrary.org. Your library card is the magic ticket for accessing these and all the other resources available to you at the library or from our website.

As part of our mission, HPL works to support the curriculum needs of both the Bromfield School and Hildreth Elementary School. Teachers routinely call on us to support student assignments

with materials from our collection or loaned to us through inter-library loan. Bromfield teachers also bring their classes to HPL during class time to work on research assignments. While each school does have a library, HPL has long provided direct curriculum support by collection development of materials and database subscriptions chosen with an eye to the needs of Harvard's teachers and students. Of special note this year is the newly developed collaboration between the Bromfield Middle School English department and HPL. The Bromfield Middle School's Independent Reading Initiative sees the seventh and eighth grade students spending their English class period at HPL one Friday each month to learn library skills and discover the joy of reading for enjoyment – not just to satisfy an assignment! The students are learning to search the library's catalog, to explore different genres of literature and, for many, to discover an enjoyment to last a lifetime.

That we were so successful in implementing new programs and accomplishing this year's goals is attributable to the amazing staff of dedicated library professionals who serve the public every day: Reference Librarian/Assistant Director Lisa Gagnon along with Reference Librarian Constance McCormack, and Reference/Young Adult Librarian Jill Hayes; Children's Services Librarian Abby Kingsbury along with Librarians Jennifer Macmillan, Audrey Alenson and Celeste Kozlowski; Circulation Supervisor Kristeen Bolduc and Circulation staff Catherine Chaisson, Jennifer Holmes and Megan Medvidofsky; Cataloger Susan Andrews; and Library Pages Felicia Deng, Felicia DePietro, Vivian Fair and Courtney Flokos. I am grateful to every member of the Harvard Public Library staff for their contributions to our many successes in 2016.

During this year HPL continued to work on accomplishing goals set out in our Long Range Plan, 2013-2018. The Library Trustees and HPL Friends provided funding to expand children's programming and to provide professional development opportunities for library staff. The Library Trustees along with staff completed work on our new library website which is mobile friendly and will launch in early 2017. Funding for the site design and development was provided by the Library Trust. After completing the library landscape project in 2015, the Trustees this year donated patio furniture to the area making the library grounds most welcoming for sitting and watching the sun set over Bare Hill Pond. The Trustees also undertook a "sound evaluation" study of the acoustics in Volunteers Hall and provided the funding to install acoustic ceiling panels to improve the sound quality in the room. Reviews of the sound improvement from recent concert goers have been 100% positive.

As in years past, the library has received financial support from several organizations dedicated to the well-being of our community and the mission of the public library. The library is grateful for support from the SunHill Foundation whose 2016 grant allowed us to enhance the development of our outstanding A/V collection. We thank the Garden Club of Harvard who donated new books to our gardening collection, supported our museum pass subscription to Tower Hill and Garden in the Woods, and dressed up our circulation lobby each week with lovely floral displays. The Friends of the Harvard Public Library, chaired by Chris Frechette, supported the acquisition of 22 museum pass subscriptions in 2016, sponsored the Summer Reading Program in its entirety and offered cultural programs throughout the year through their sub-committee Harvard Friends of the Arts. The Friends also provide the backbone of support for our Books@Home program which offers delivery of library materials to homebound residents.

Several key individuals in our community need to be recognized and thanked for their tireless hours of library volunteerism which has contributed to our success. Special thanks to Pete

Jackson whose oversight has kept the library's mechanical systems humming for the past nine years; to Joe Schmidt who supports our recycling efforts each week; to Gail Coolidge who has manned the student check-in table throughout the school year; and to Book Group leaders Elsie Shutt (Great Books) and Susan Hardy (Brown Bag Book Group) who keep the library's book groups thriving.

Finally, a heartfelt and sincere thank you to the Harvard Public Library Board of Trustees chaired this year by Gail Coolidge. Your support to me personally, to the library staff, and to the shared vision of the role this library plays in the life of our community is what makes it a most special place. Thank you.

Respectfully submitted,

Mary C. Wilson
Library Director



➤ ➤ ➤ **LIBRARY TRUSTEES** ⏪ ⏪ ⏪

The Harvard Public Library serves as a central gathering place for the town of Harvard with programming and activities for every age group. In any given month, you might see the following:

- For the very young: story hours for infants, story times for 2-3 year olds, art and stories for 4-5 year olds.
- For the elementary schooler: book clubs by grade, a game hour for 3-6 graders.
- For the middle schooler and teen: Middle School Advisory Board for grades 6-8, Teen Advisory Board for grades 7-12, age-appropriate book clubs, a “maker day” where kids explore a new technology and make something unique.
- For families: a family movie night, a special presentation on nature and science appropriate for all ages.
- For adults: book clubs, a Monday afternoon movie, a concert sponsored by Harvard Friends of the Arts.
- For all: digital days to decipher smartphones and e-readers and provide easy access to the rapidly growing electronic library resources available via these devices.

The library often partners with other town organizations. The Warner Free Lectures are held in Volunteers Hall as are the annual meetings of the Harvard Conservation Trust. Last September we supplied the venue for the first Lions Club Volksfest, at which the Lions raised funds for local charities.

During 2016 the Trustees made progress on the goals identified in our 2013 five-year plan, most importantly in the complete redesign of the library website, making it accessible from all

devices. In early 2016, the Trustees surveyed patrons about how they use the library website. The survey responses, which included a balanced mix from all age groups, revealed that the majority of patrons use the website once a week and 90 percent have a smartphone or tablet. To meet their needs, the library website had to be updated. The Trustees hired Krafty Designs, a web developer with public library experience, to create a “responsive site” that optimizes the display of information for the user’s phone, tablet, or computer. The site will prominently display the four most accessed items: hours, catalog, events, and museum passes. The new website launched on January 20, 2017.

During 2016, the Harvard Public Library Trust, Inc., supplied funding for building improvement and maintenance that were not covered by the town budget. The largest project in this category was for ceiling repair and acoustical improvements in Volunteers Hall. The Board of Trustees recognized that the acoustical quality in this large hall needed improvement. A detailed reverberation test confirmed that reverberation time in Volunteers Hall was well over the recommended level for presenting lectures, music, movies, and plays. The Trust paid for the installation of acoustical material that reduced the sound reverberation by nearly 40 percent, an improvement that has made attending events a much more enjoyable experience.

2016 saw the maturing of the plantings installed in the landscaping project begun two years ago and the addition of garden furniture to our west-facing terrace off the Children's Room. Still a challenge is getting vines to climb the four trellis structures designed to provide both visual interest and shade for the terrace during the hot summer months.

The Friends of the Harvard Public Library (FOHPL) provide financial support to the library that makes possible the popular museum pass program, the monthly concerts held in Volunteers Hall from September through March, and also some children’s programs. The Friends’ annual book sale was held at the library in early May.

For the seventh year in a row, the generous response from Harvard residents to our annual appeal supplied funds that allowed the library to remain open on Fridays during the school year.

The Trustees thank the library staff members for their outstanding work, with special thanks to Library Director Mary Wilson for her energy and enthusiasm. The Trustees welcome any feedback you may have on the operation of the library. Please feel free to contact any one of us with your thoughts and concerns.

Respectfully submitted,

Gail Coolidge (Chair)
Marty Green

Davida Bagatelle
Stacie Cassat Green

Chris Frechette
Charles Redinger



➤ ➤ ➤ CULTURAL COUNCIL ◀ ◀ ◀

The annual Massachusetts State budget includes funding for the Massachusetts Cultural Council, which runs several arts & cultures related programs, including the Local Cultural Council grant program. Harvard is fortunate to be one of the many town in the State that has a Local Cultural Council to administer the LCC grant program, bringing monies from the state budget to fund programs that directly impact Harvard residents. The Harvard Cultural Council (HCC) is a volunteer organization that operates both as a town committee and under the MCC umbrella. We are currently 8 members and are always looking for new members. If you are interested, please see: <http://www.harvard.ma.us/cultural-council> LCC grant applications are done online and are due on 15th October of each year. New applicants are always encouraged. In FY16, the HCC funded 16 grants, totally \$5000. Recipients included: Harvard Schools PTO for Curriculum Enrichment programs at both HES and Bromfield; the Council on Aging; Harvard Public Library; Fruitlands Museum; Old Frog Pond; both the Concord Band Association and the Nashoba Valley Concert Band to fund different concerts in Harvard; The Virginia Thurston Healing Garden; and Harvard Pro Musica.

Respectfully submitted,

Lucy Clerkin (incoming Chair)
Maren Caulfield
Catina Hayden
Dave McLellan

Alice Bartram (outgoing Chair)
Roxanne Daleo
Edith Joyce
Fran Nickerson

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 over the past year; their insight and expertise is appreciated. We would also like to voice our gratitude for the technical expertise provided by Nashoba Associated Boards of Health, through its staff in general, and Ira Grossman in particular. The Board wishes to thank Lorin Johnson for his many years of service.

This past year provided a variety of issues requiring attention, including: the on-going drought, the Town Hall move and temporary office, a new and improved web-site, the potential impact of Air B&Bs, finalizing our gross alpha radiation policy, providing insight to the Charter Commission, monitoring safety concerns of abandoned properties, filling a vacancy in the Clerk position, the purchase of a trailer for Emergency preparedness in conjunction with Harvard's Fire Department and Community Emergency Response Team (CERT) using existing grant monies, and all the other routine, day-to-day activities. In addition, Board members attended trainings with the Massachusetts Association of Health Boards and the Local Boards of Health of Massachusetts, attended talks on ticks and Lyme disease and participated in quarterly MA Department of Public Health webinars. It was a busy year.

Here are some important reminders from the Board:

- Water quality is always important, have you had your well-water tested recently? Some areas in town are at increased risk of containing uranium or pesticides: check out the link to the risk map on the Board of Health web site.
- Speaking of water, while there has been precipitation this winter, water conservation is always an important consideration as it is an irreplaceable community resource.
- The Community Septic Management Program still has funds available at a very low, 2% interest rate.
- The Board would also like to remind residents to protect themselves from influenza by receiving an annual flu shot (and pneumonia vaccine, if indicated) from their health care provider.
- The Northern Arizona University is accepting ticks for disease testing through the Bay Area Lyme Foundation. Information and links to the form are on our website.

We all know the importance of preventing the locally occurring mosquito-borne diseases (e.g., Eastern equine encephalitis virus, West Nile virus) and tick-borne diseases (e.g., Lyme, anaplasmosis and babesiosis). Some of these diseases can have long-term consequences. Steps that each resident can take to reduce their risk include the avoidance of outside activities at dawn and dusk, barrier clothing (long-sleeved shirts and full-length pants), application of repellants such as DEET and eliminating sources of standing water in your yard. Resource materials, including recent research, are available at the Board of Health office and through links on our website.

The Board continued its participation in emergency planning and would like to refer those with an interest in volunteering to participate with the American Red Cross of Central Massachusetts, Harvard's CERT or the Worcester Regional Medical Reserve Corps. These groups provide additional manpower during times of increased need or an emergency. A wide variety of skills are required and training is provided.

The Board of Health continues to address issues related to public health and the environment, including, but not limited to: disease out-break and prevention, a safe Town beach, protecting ground water from contamination, ensuring an adequate supply of clean and safe drinking water, food safety, changes to Title 5, and the progress and function of installed innovative technology system designs, as well as traditional septic systems.

We encourage you to visit our web site periodically for new and useful information. The Board welcomes your input and suggestions. Consider attending some of our meetings and look for upcoming lectures.

Respectfully submitted,

Sharon McCarthy PhD, Chair Libby Levison MPH, PhD Thomas Philippou RPh, EMT-B



➤ ➤ ➤ **NASHOBA ASSOCIATED BOARDS OF HEALTH** ◀ ◀ ◀

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

- Maintaining Nashoba's internet web site to provide information for the public. (See ***nashoba.org***)
- 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 2016 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 **73** 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) 85

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.....10

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.....4

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.....34

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

Septic System Lot Tests.....112

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 Applications21

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.....25

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

Septic System Permit Applications (new lots)18

Septic System Permit Applications (upgrades)18

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

Septic System Inspections40

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.....13

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

Well Permits.....24

Water Quality/Well Consultations73

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 Immunized5

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

Nursing Visits839

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 Visits332

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

Rehabilitative Therapy Visit 430

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.....4

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

Hospice Volunteer and Spiritual Care Visits.....24

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

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screenings and education to all, especially the underserved and at-risk populations.
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health).
- We make well-being visits to assess needs, coordinate appropriate care and services and provide case management as needed (health promotion).
- We provide public health education.
- We address psych-social issues that may impact general health and safety (i.e. hoarding).
- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families. The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions.

Listed below is summary of the activities of the Community Health Nursing program.

Nashoba conducted 11 public clinics in your community; those clinics offered your citizens: blood pressure screening, annual sugar and eye screenings, flu shots and an opportunity to consult with the nurse to address questions.

Our staff conducted 4 health promotion/well-being visits in your communities.

We administered 98 flu shots through our annual clinics.

Nashoba reviewed, investigated and reported on the following cases of communicable diseases from your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease.

Investigated.....	85
Confirmed.....	30

Communicable Disease Number of Cases

- Anaplasmosis.....15
- Babesiosis5
- Giardia1
- Group B Streptococcus.....2
- Hepatitis A.....1
- Influenza3
- Norovirus2
- Salmonella1

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.....128

Referred to Dentist.....13

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..... 7

Respectfully submitted,

James Garreffo, Nashoba Associated Boards of Health



➤ ➤ ➤ COUNCIL ON AGING ◀ ◀ ◀

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 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.

As of December, 2016, the number of seniors in Harvard was 1,571, more than 26 percent of the total town population of 5,933. The COA Board of Directors, staff, and volunteers continue to offer as many services as possible within our budget constraints. Our records indicate that more than half of the senior population used programs and/or services through the COA at one time or another during the year.

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

Because of the increased caseload of seniors needing services to stay safely in their homes, the town added a second outreach position in 2015 to support those with significant issues. We see increasing numbers of seniors with both physical and mental health issues and those who are aging or are living alone with little or no support. The outreach workers conduct 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.

POPULAR PROGRAMS AND SERVICES of 2016

- ***Our popular trip offerings:*** We organized our first overnight trip this year to Boothbay Harbor, Maine, which was a successful venture. In addition, we organized and sponsored more than 30 other trips this year, funded by the participants. Our day trips remain very popular with seniors both in and outside the Harvard community.
- ***Housing Matters: A Conversation:*** Offered in conjunction with the League of Women Voters, the COA program committee and Friends of the COA began a series of programs that examined Harvard's housing options from an individual and community perspective. Programs included a panel discussion, a Senior Housing Expo, and speakers from Harvard University and UMass to discuss the policy and governance structures that make towns friendly for those who are aging.
- ***Farm to Friend: Soups for seniors:*** We coordinated with the Harvard Farmer's Market Farm-to-Friend program to offer nutritional support through Chef Paul's renowned soups

to qualified seniors during the winter months and continued fresh produce to homebound and lower income seniors during the growing season.

- ***Individual visits to seniors on holidays:*** The outreach coordinators arranged for individual visits to seniors from the Girl Scouts during the holiday season, including caroling and gift baskets. Festive centerpieces are also delivered from the Garden Club.
- ***TED Talks:*** This lecture series offers a topic that encourages thought and dialogue. This program has been a great new addition, and is watched on our big screen TV, followed by lively discussions.
- ***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 included: nutrition; arthritis; Alzheimer's; fire safety 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 and entertainment on different occasions and holidays, including barbecues, an ice cream social, holiday dinners, and St. Patrick's Day lunch.
- ***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 Programs:*** 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 Bromfield students to prepare and deliver meals around the holidays for homebound seniors. In addition, they worked with the Holy Trinity Youth Group and the Catholic Heart Work Camp to support senior needs.
- ***Family History Project:*** For the first time, the COA offered a course in creating a beautiful hard-cover book. The class participants chose the story and instructors helped them through this step-by-step course.

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 tai chi,
Zumba gold, and line dancing)

SOCIAL AND RECREATIONAL

Tuesday and Thursday luncheons

Card games and clubs

Men's & women's social groups

Cultural and recreational day trips

Annual events, holiday luncheons
and cookouts

Intergenerational programs:

Boy Scouts, Cub Scouts, Girl Scouts,

Student volunteerism through
schools

Watercolor Art classes

INTELLECTUAL

Speakers, workshops, and
educational series

Computer Center classes and
programs

resources and referrals

Home visits and ongoing follow up

Communicate with family members

Transportation through MART van

Monthly newsletter

Friendly Visitor Program

Elderly and disabled tax aid and tax
work-off opportunities

State and local fuel assistance and
SNAP (Food Stamps)

Handyman and chore programs

SHINE

HEALTH AND WELLNESS:

Wellness and podiatry clinics

Health programs with guest speakers

Exercise programs (aerobics, yoga

FACILITY AND TECHNOLOGY IMPROVEMENTS

While Hildreth House has been under construction this year, the Council on Aging is grateful to Holy Trinity parish for allowing us to use its wonderful Deacon's Hall for regular Tuesday and Thursday lunches, special holiday celebrations, and other events. Holy Trinity has also generously provided a parking space for the COA van as well as parking for seniors using the van. We are grateful to the Congregational and Unitarian churches, as well, and to the Harvard Public Library, all of which have provided space free of charge for COA programs and functions this past year.

Thanks to generous donations to the Council on Aging and to the Friends of the Council on Aging, we will be able to upgrade the kitchen equipment at Hildreth House. In addition, donations have allowed the COA to purchase new computers in our computer lab. And finally, with two generous donations from the Artisans Show and Sale, the COA has started a fund to help purchase a new van.

COMMUNITY CONNECTIONS

We continue to develop and foster relationships with the schools, town committees, and other town groups such as the Woman's Club, Garden Club, and Farmer's Market, Farm to Friend-including Soup for Seniors, Girl Scouts, Boy Scouts, Lions Club, and others. We actively collaborate with the schools as enrichment for both students and seniors. This year five students did their entire community service hours with the COA, and other students served our seniors through the National Honor Society. We work closely with the Harvard Help volunteer program to facilitate transportation to seniors when the MART van cannot accommodate their needs.

FRIENDS OF THE HARVARD COA

The Friends of the Harvard Council on Aging is the fundraising arm of the COA. It is a 501(3)(c) organization so any donations made to the Friends are tax-deductible. The FCOA provides funding for the monthly newsletter and offers support for programing and other miscellaneous projects at Hildreth House. This fundraising group is always looking for new residents to serve on its board, whether you are new to town or have been here for decades.

Respectfully submitted,

Board of Directors: Deb Thomson and Katie Petrossi, co-chairwomen

Bruce Dolimount, treasurer; Members: Susan Guswa, Pam Frederick, Hank Fitek, Beth Williams, Fran Maiore, and Victoria Hayao. Alternate member, Connie Larrabee

COA Staff: Deborah Thompson, MS, LSW, Director
 Maria Holland, Outreach Coordinator
 Charlotte Winchell, Outreach Coordinator
 Cathy Walker, Administrative Assistant/Dispatcher
 Pete Dumont, Program Coordinator



Valentine's Day luncheon at the Council on Aging



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

In 2016 the Committee helped fund over \$12,400 in property taxes for residents who qualified for assistance from the Elderly and Disabled Tax Aid Fund. Assistance ranged from 30% to 90% of the tax due. Generous Harvard residents donated all of that money, which goes directly to the Town Treasurer to defray part of the property taxes. Names of contributors, applicants, and recipients are always kept confidential.

Fundraising appeals included with the real estate and excise tax bills are the only way the Committee requests contributions. Several times in past years when not enough is raised in this manner, the Committee has requested and received help from a trust fund set up to assist the town's elderly population.

Members of the committee thank the generous 2016 contributors and those who are planning to contribute in 2017.

Respectfully submitted,

Laura Andrews, resident member and chair
Barbara Kemp, resident member
Debbie Thompson, Director, Council on Aging

Amy Haley, Treasurer, Town of Harvard
Ann Taylor, resident member

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

The Department of Public works is proud to report a very productive year in 2016. This report summarizes a list of achievements for which this department is very proud to have provided to the residents of the town.

Highway Department

- Repaired and installed new drainage on Littleton Road between Poor Farm Rd and Whitney Road.
- Cut out 3 to 4 feet of pavement on both sides of road and added new base material and paved to repair shoulders that were failing before putting down new pavement on Littleton Road
- Regrind Littleton Road and install new pavement between Poor Farm Rd and Whitney Rd.
- Repair all drainage and install new drainage on Bolton Road from Slough Rd to Bolton line.
- Cut back all edges of road so water can run off properly on Bolton Road.
- Install new pavement on Bolton Road from Slough Rd to Bolton line.
- Install new culvert pipe across Stow Road near Codman Hill Rd.
- Crackfilled 7.75 miles of roadway.
- Painted center lines on public roadways.
- Swept all town roads.
- Continued cutting back vegetation along our public roads with boom flail mower.
- Installed new beaver deceivers at Cruft Lane, Williams Land, Still River Road, Underpin Hill Road
- Depot Rd, and Stow Road
- Regularly cleared roadway drains and culverts.

Cemetery Department

- DPW operated and maintained three cemeteries
- Regrind old roads and repave.
- Install loam along edges of new roads and hydro-seed.

Pond Committee

- Maintained and cleared stormwater treatment bays and tanks.
- DPW ran Bare Hill pond pump station to manage winter pond drawdown and managed refilling of the pond.

DPW Garage

- Installed new septic system due to old one failing.

Water Department

The water system has been all upgraded with all old six inch lines being replaced with new eight inch lines throughout the system so there should not be a need to work on water lines as much as we did in the past with the old lines leaking.

- Completed a system wide flushing program.
- Read water meters four times during the year due to the new sewage system.
- Tested all backflow devices twice.
- Installed a new intrusion alarm at pond road pump house.
- Repaired water leak on pond road.
- Repaired water leak on town common.

Winter of 2015-2016

The winter of 2015-2016 was a milder winter than last years. The public works staff of ten once again stepped up and rose to the task of plowing 65 miles of roadway without any outside contractors. This represents 12 lane miles of roadway per staff member this is among the highest productivity level per man in the entire area, plus we plowed all town buildings and parking lots.

We use a 50% reduced mix of salt and sand on our roadways. This is important so we can protect private wells that are at most resident's homes.

- We received forty one inches of snow.
- We had twelve plowing events.
- We were called in twenty seven times for icy roads.
- We distributed 1400 tons of salt and 1400 tons of sand

Miscellaneous

- Mowed all conservation fields.
- Mowed town commons and school facilities
- Maintained all recreation fields and parks.
- Assisted with the set up and take down of many community events.

I would like to take this opportunity to acknowledge and thank all of the public works personnel for their devotion to the job and the town especially during the winter months. They work many nights, weekends, and holidays, and do not spend much time with their families. Thanks to my crew; Larry Allard, Ben Gilbert, Nick Ammesmaki, Rob Tremblay, Ryan Ammesmaki, Craig Tiilikkala, Andy Bernhardt, Jason Kidder and the greatest transfer station team Jim Holmes and Al Cozzolino. Thank you all very much.

Respectfully submitted
Ron Gilbert, Acting director



DPW Director Rich Nota retired in November
after ten years working for the town.



➤ ➤ ➤ CEMETERY COMMISSION ◀ ◀ ◀

The Cemetery Commission achieved some of its long term goals this year, with the paving of a large portion of the roads in Bellevue Cemetery. Plus the addition of additional lots in Sections N and M, which will serve the needs of the Town for many years. The office at Bellevue got a face lift with a new coat of paint. In keeping with our tree maintenance program; several large trees were removed to prevent future hazards. We sold 22 lots and had 18 interments.

Respectfully submitted,
Jack Spero Chair

Bruce Dolimount

Theodore Maxant

ENVIRONMENTAL PROTECTION

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

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

The mission of the Bare Hill Pond Watershed Management Committee is to protect and restore the habitat of Bare Hill Pond and its watershed. We monitor the Pond and the watershed, and take action to reduce non-point source pollution and invasive species. Our results continue to show improvement and we appreciate the support of the many volunteers who assist in our activities.

Our 2016 data indicates that following the draw down in 2015-16, phosphorous levels improved from 2015, where there were levels that exceeded the endangerment level of 30 ug/l (0.030 mg/l). We paid close attention to the Pond and its surrounding wetlands this year due to the warmer than usual winter, a limited freeze in January 2016, and the limited snow fall. We also paid close attention to the drought in 2016. Fortunately, the refill of the Pond, despite the absence of snowmelt was relatively normal until the last 6-12 inches. The refill started at the beginning of February and during February level rose about 20" mostly from the water table due to limited snow melt. Last year at that time there was still deep snow cover on the Pond and ice. By the end of March it rose another 20" with little or no rain or melt evidencing a healthy water table. In April it rose about 7" with little rain or run off, and in May the Pond reached its high point at 4" below average normal height. During June there was very limited rainfall and the Pond slowly dropped to about 8" below average normal height in September. The Pond normally drops in height during the course of the Summer. Water from the water table springs were feeding the downstream wetlands throughout the year. During July and August Bowers Brook was not flowing into the Pond so this data suggests that Pond stabilized at the water table height. This is consistent with prior years of limited rainfall. In years where there was limited rain, the Pond was typically about 6" higher than this past year. This suggested that the water table was providing adequate recharge even under these unusual conditions.

Other observations were that water clarity was significantly improved this year with visibility up to 11 feet compared to 6-8 feet in prior years. Algal growth and particulates were down. This may be due to the lack of rainfall and storm water runoff feeding the Pond this year. This suggests that storm water runoff from shorelines may have had less of an impact on water clarity this year. At the same time, greater water clarity, when coupled with lower water depth, allows more sunlight to reach the plants and there were areas of significant growth of invasive species in deeper locations than in prior years.

With this information, we proposed a 6 foot draw down this winter to manage the phosphorous and the excessive invasive species growth, and consulted with the State Office of Environmental Quality to determine whether the drought should alter the plan. The state officials confirmed that the drought warning did not apply to draw downs and that in light of our data they did not see a reason not to proceed. They also supported the environmental benefits of controlling for phosphorous and controlling invasive species. It is important to note that the draw down does

not remove water from the water table but changes the timing of the flow of the water downstream by decreasing the storage of the water in the winter and increasing the storage by a similar amount in the following summer.

We are conducting this activity because, 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 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.

The good news is that as a result of the draw downs of Bare Hill Pond, 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.

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 Tom Gormley who retired from the Committee after 6 years of dedicated service. We also want to thank the DPW for their assistance and dedicated effort to monitor and maintain the pump house facility. We invite any interested residents to consider joining the Committee.

Respectfully submitted,
Bruce Leicher, Chair
Peter von Loesecke

Megan Glew

Steve Gordon

Brian McClain



➤ ➤ ➤ CONSERVATION COMMISSION ⬅ ⬅ ⬅

The Harvard Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen. The Commission is supported by a Land Use Administrator/Conservation Agent and 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 also coordinates with other town bodies in activities including:

- Protection and management of conservation land in Harvard;
- Review and comment on zoning and planning applications, including 40B housing developments;
- Review and comment on forest management plans;
- Review and permitting of beaver controls.

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.

Wetlands Protection

Under the Massachusetts Wetlands Protection Act and Harvard's Wetlands Protection Bylaw, projects involving disturbance in or within 100 feet of the edge of a wetland (or within 200 feet of streams, rivers, ponds, and vernal pools) require an application and permit. Guidance as to whether and which sort of permit may be required is offered, along with forms and instructions, at the Commission's office during Town Hall business hours and online at www.harvard.ma.us. The Commission's Administrator/Agent welcomes inquiries.

The Conservation Commission held a total of 20 public meetings during 2016 as well as numerous site visits at proposed project sites. Our activity statistics for the year are as follows:

Type of Activity	2016	2015	2014
Notice of Intent	8	8	8
Order of Conditions (Approvals)	10	8	8
Order of Conditions (Denials)	1	0	0
Abbreviated Notices of Resource Area Delineation	0	0	0
Orders of Resource Area Delineation	1	0	0
Request for Determination of Applicability	10	9	15
Determination of Applicability	9	10	14
Certificate of Compliance	8	8	33
Extension to Order of Conditions	3	2	1
Enforcement Orders	3	3	1
Amended Order of Conditions	0	0	0

Projects other than home or septic construction/renovation like the removal of vegetation, burning of yard waste and landscape improvements within 100' wetland buffer zones may also require permitting and the Commission encourages homeowners to check with the Conservation Agent before undertaking activities on their property that may create ground disturbance or the removal of tree canopy.

We would like to thank all the Harvard residents who have worked diligently with the Commission to preserve our environment and natural resources through thoughtful development.

In other work, the Commission prepared and presented an Erosion Control Bylaw at the 2016 Annual Town Meeting. Concerns over the application and approval process, along with clarity on when an application would be necessary led to this bylaw being defeated. The Commission plans on revisiting this bylaw in the future.

In May the Commission was asked by Selectmen to consider the removal of 5,419 square feet of land from conservation in order to locate a round-about on Ayer Road in the vicinity of the Post Office. Town leaders deemed the project important for traffic safety and the Commission ultimately voted favorably on the request in September. If the round-about is constructed and this conservation land is taken, land of equal value will need to be added to conservation, potentially abutting the Maxant land at the corner of Lancaster County Road. The removal of land from conservation requires additional steps, including a Town Meeting vote and a vote of the State Legislature.

The Commission began working this year with Bromfield School senior, Jack Shelton, on his senior Community Service Project using a drone to photograph and map the Bower's Brook corridor that runs through Harvard from the Ayer town line to Bolton town line. The information collected will provide the Commission with a better understanding of these important but inaccessible resource areas along Bower's Brook.

In September the Harvard Board of Health (BOH) requested support from the Commission on water conservation efforts due to the ongoing drought and the boards posted tips for water conservation on the Town's website. Persistent drought left streams and fire and farm ponds dry and stressed many species of trees. The 9 months of March-November 2016 was the 7th driest such period on record in Massachusetts. Drought conditions were considered and the State was consulted when the Commission voted to allow the draw down of Bare Hill Pond in 2016.

Conservation Land Acquisition and Management

Preservation of open space in 2016 included two separate gifts of land and the purchase of another parcel by the Commission. Steven & Deborah Daman, of Bolton, gifted the Town 34.8 acres of land along Brown Road (where it extends SE of Rt. 495), in conjunction with 13.68 acres gifted to the Town of Bolton. This land, bisected by a prominent cliffy ridge and rich with vernal pools, abuts an additional 40 acres of preserved open space, making this a regionally significant wildlife habitat area along the border of the two towns. A second gift of land, donated by former town resident Charles Case, is a 2.02 acre parcel off Bolton Road that abuts and is important to the integrity of the Bare Hill Wildlife Sanctuary. In May the Commission purchased 24.11 acres of land along Massachusetts Avenue for \$280,000 using money from the Conservation Fund and the Community Preservation Fund. This parcel abuts 50 acres of land protected under a conservation restriction, which then abuts an additional 183 acres of open space. The purchase protects important wildlife habitat, wetlands and a scenic natural landscape along the main gateway to town.

In a project spearheaded by the Harvard Conservation Trust, the Commission applied for a grant under the State's Local Acquisitions for Natural Diversity (LAND) program to preserve 48 acres off Sherry Road, at a cost of only \$200,000 to the Town. A great effort was put forth for the grant application and town support including off-cycle requests and commitments for funding from the Community Preservation Committee and the Capital Improvement and Planning Committee, updating of the Open Space & Recreation Plan and a positive vote at a Special Town Meeting. Unfortunately, in late November the Commission learned the LAND grant had not made the cut in an especially competitive year. The project received highest marks for its conservation value, and the HCT is pursuing alternative means to protect this beautiful site.

Information gathered from the Open Space & Recreation Plan (OSRP) 2016 survey indicated that the residents of Harvard "extremely" value (62%) open space, with an additional 31% "very much" valuing open space in Harvard. Additional survey results showed that 80% of the respondents believed Harvard should fund an Open Space Fund for future land acquisitions and, two-thirds thought the Town should set aside \geq \$200,000 per year for open space. Providing an adequate and reliable funding stream to obtain and protect open space was one of the Goals detailed with the final draft of the OSRP and will be a focus of the Commission's work in 2017.

The Land Stewardship Subcommittee (LSS) was active and was fortunate to enjoy the participation of a handful of new volunteers at the end of 2016 to help monitor and maintain the town's conservation land. LSS organized public walks at Great Elms via the HCT's Brown land in April and at Dean's and Prospect Hill Conservation Area in November. Both were much enjoyed and well attended. Improving the trails and signage at each of these walk sites was a focus for trail work. Another big project was improving muddy sections of trail near Clapp Cove by creating drainage and new sections of boardwalk. In December, Phil Knoettner, longtime trail crew leader, passed the baton on to Jim Burns. Phil will continue to participate in trail work and hopes to pass on his expertise in bridge and boardwalk construction to new volunteers while he carries on these jobs for the town.

Mowing of the fields on Town conservation land was accomplished with all fields were hayed or mowed by early October. Research continued on the burgeoning population of Baltimore checkerspot butterflies on the Williams land and the project's Principal Investigator, Elizabeth

Crone of Tufts University gave a well-received talk on the project and butterfly ecology at Volunteer's Hall in September.

The invasive plant control project moved into its fifth year, and controlling black swallowwort was the main focus of treatments in the growing season. Both the old orchard at Clapp-Scorgie and the field off Turners Lane were mowed early June toward that end. Spot herbicide treatments were made mid-June at Powell, Murray Lane and Dean's Hill and follow-up treatments on Clapp-Scorgie took place in mid-July.

The conservation field at 100 Shaker Rd. that was given to the Town last year was mowed in early summer to suppress black locust and multiflora rose. It should also be noted that the old sheds and cottage on this site were demolished and the site restored to a safe and scenic condition. Volunteer work included pulling of garlic mustard in early June and pulling and cut stem treatment of glossy buckthorn on Dean's Hill. Due to contractor equipment repairs and weather windows, the clearing of Hermann Orchard was not completed this fall but will resume next year.

The cycle of beavers blocking culverts around town and DPW staff clearing those culverts was broken somewhat this year by the installation of "beaver deceivers" first at Williams Pond on Stow Road and later at several other locations. Harvard Community Gardens flourished on the Coke land off Littleton Road; to request a plot for next year, contact hcgmembership@gmail.org.

We would like to thank the members of the Land Stewardship Subcommittee: Jim Adelson, Bob Benson, Pam Durrant, Joanne Ward, Phil Knoettner, Jim Burns 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 2016 and remained unchanged from 2015. Paul Willard continued as the chair and Don Ritchie served as vice chair. 2016 included a significant milestone for member Paul Willard who has served twenty years on the Commission. The Commission also welcomed the addition of Jim Burns as the Associate Member.

The Conservation Agent continues to monitor projects permitted by the Commission during all phases of work and to share information and filings with the other Land Use Boards. During 2016 the Agent monitored thirteen 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.

Respectfully submitted,

Paul Willard, Chair

Charlie Gorss

Wendy Sisson

Joanne Ward

Don Ritchie

Janet (Jaye) Waldron

Jim Breslauer

Jim Burns

Liz Allard, Land Use Administrator/Conservation Agent

Dedication of the William Ashe Visitor Facility Oxbow National Wildlife Refuge



Because of his many contributions to the Oxbow Refuge, throughout the years, they were honored to name the new visitor center for this long time Harvard resident. The facility will continue to be a testament to his life's work conserving this nation's natural resources for generations to come.





➤ ➤ ➤ **HISTORICAL COMMISSION** ◀ ◀ ◀

The Commission's goal is to preserve Harvard's unique historic character, by overseeing modifications to the Harvard Common and Shaker Village Historic Districts and by generally supporting historic preservation throughout the town. Harvard Common is one of the most picturesque and iconic town commons in New England and Shaker Village is one of the best preserved Shaker settlements anywhere.

This past year has seen changes in the commission's makeup of personnel. Two members, Scott Roy and Wendy Megan resigned in January and Rick Veltri resigned in December. Two more, Moe Dancause and Sherry Graham, left the commission when their terms were completed this past June. The Commission thanks them all for their time and commitment over the years. They provided an expertise and exceptionalism during their tenure. This summer, four new members were appointed. Daria Swanton joined the commission in June, followed by Ben Guthro. Both are Harvard Common residents and as such add a unique perspective to the group. Steve Nigzus was added as the realtor representative and George Triantaris joined as Conservation Commission's appointee. They also own rental property in the Common District.

In January, The Massachusetts Historical Commission granted HHC an expansion of the Historical District to include Hildreth House and Bromfield House as requested by Joe Theriault but the initiative was dropped due to opposition from several groups.

There were a number of public hearings that occurred during the year. One was for the paving of the Bromfield School parking lot. This project was planned years ago but not fully completed due to lack of funds at the time. Other public hearings were: a new kitchen window in the Common district and a remodel of a screened porch in Shaker Village.

More activity was seen in the area of Non-Applicability certificates where there is no need for a public hearing. The Lions Club asked HHC to approve the construction of a granite bench, in memory of Bill Hazel, along the Bromfield wall to allow for handicapped viewing access. Conservation Commission asked for approval to demolish two abandoned buildings on Conservation property on Shaker Road. A Shaker resident repainted his garage door. The General Store added central air conditioning in the basement to cool the bakery department there. A new roof and attic windows were replaced in attic dormers of The Inn. A porch and deck were replaced in two different Harvard Common homes. The roof on Harvard Realty's office building was replaced.

Town Planner (Bill Scanlon) notified the Commission that he had applied for a MassWork Grant application for adding sidewalks in the town center. He was to hear confirmation by the end of the year.

The BoS requested that HHC select a commissioner to join the Monument Committee which has been tasked with repairing and refurbishing the monuments on the Common.

In August, the Commission filed paperwork with DEP to clear the brush and hazard trees around the Herb House in Shaker Village. The highway department will remove the brush and a tree crew will take down the decaying trees. There is still concern, among the commissioners, about the maintenance of that building and also the recently rebuilt Powder House, the Spring House and other municipal buildings.

The Commission approved the CPC vote to preserve historical town records as required by Massachusetts law. Along with that it approved some painting at Hildreth House and rebuilding the rest of the crumbling Bromfield wall along Mass Avenue.

The Commission is in the process of identifying potential projects for the next grant cycle of the Mass Historical Commission, next year, for the preservation of inventories, nomination of properties for historical preservation or projects for the protection of significant historical buildings or structures.

Currently there is interest in the architect position, vacated some time ago and we are excited to possibly welcome in a new commissioner this spring. There are also two open positions for alternate commissioner serving one year terms. Volunteer applications are on the town website.

Respectfully submitted,

Pamela Marston, Acting Chair
Ben Guthro

David Vannicola
Steve Nigzus

Daria Swanton
George Triantaris



➤ ➤ ➤ **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 – 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 Marcus Lewis Tennis Program is coordinated by Judy Cavanaugh from HPS Continuing education. and the Hershey Track program was coordinated by David Bell with registration through Parks and Rec – 33 participants in 2016. The Ski Club Program continues to be very successful; Commission member Doug Thornton again served as the primary coordinator 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 approximately 132 students registered this year.

Fields and Commons:

Demand for usage of the town's fields and green spaces remained strong this year. Work continued with the Field Maintenance and Management Plan. In addition to Bromfield, representatives from Harvard Baseball, Harvard Soccer and Harvard Athletic Association continued to cooperatively with the commission. Other field coordination activities and events included, Ultimate Frisbee, the Civil War Encampment (Bromfield History Department), Annual Fun Fair, The Harvard Lions Club Triathlon Event, The Harvard Conservation Trust 5K, the Long Board Competition and the Nashoba Valley Peddlers. A fun new event, the Lions Club Bed Race and Volksfest were great new events in the fall. The apple festival, Halloween Parade and the annual Baseball Booster Club Christmas tree sale were all held successfully. There were also several Eagle Scout projects brought before the commission for discuss with most due to be complete in 2017.

Beach Operations

There were several fishing tournaments held on the pond this year, starting in the Spring before the beach resumed operations. There continues to be an ongoing issue with vehicles with trailers in tow that park across parking spaces or alongside Pond Rd. A small section at the top of Pond Road near the well was designated as a no parking area in 2016 which slightly reduced (1or 2 spaces) the amount of roadside parking available.

Beach Director, Alexandra Luck completed her fourth year and many new lifeguards and water safety aides were on staff for a great season of lessons and activities. Again, this year, town hall helped with the sale of parking stickers and served as a location for picking up boat stickers. More than 600 parking stickers were sold online, at town hall and directly at the beach.

387 students signed up for swimming lessons vs 366 in 2015

82 students signed up for boating lessons vs 102 in 2015

For the 2016 Beach Lottery, the commission implemented a frequent suggestion of removing previous lottery winners from the first round of the lottery. This dramatically reduced overall lottery submissions. Previously canoe and kayak rack lotter submissions were between 250 and 300 each year and approximately 175 entered in 2016. The commission is reviewing the process to decide if it should be retained for the old "every man for himself" system is ultimately more equitable.

Beach staffing was a mix of returning (6) and new (6) lifeguards with the total number being less than we would like. Finding qualified guards is a critical issue for next year and we plan on offering an open Lifeguarding course in June and doing more robust advertising. We were unable to maintain our record of no safety incidents at the beach but the staff did a wonderful job and new training programs are being implemented next year.

Bare Hill Rowing Association held a successful Harvard Henley on August 17th and Tour de Pond on September 18th. The summer Learn to Row program operating alongside regular beach instruction and recreational use. There were several fishing tournaments held on the pond this year. There is an ongoing issue with vehicles with trailers in tow that park across parking spaces or alongside Pond Rd.

Capital Projects:

The Commission takes the lead or partners on projects to upgrade common lands and fields by proposing funding from CPIC or through the Capital Funding process. In 2015, these included, the ongoing reconstruction of the Mass Ave. Stone Wall and a new playground structure at the beach. The playground structure was complete in 2016 and the stone wall project remains in progress, pending further funding. The commission wishes to thank those members of the community who supported the building of the playground equipment and helped us assemble the structure in August. Thank You!

Respectfully submitted,

Wyona Lynch-McWhite, Chairperson
Ed Frackiewicz, Secretary
Doug Thornton, Field Liaison

Frank Culmone, Treasurer
Steve Victorson, Beach Liaison



Beach Director Alexandra Luck working with a member of her staff to clean up the beach.

TOWN MEETING AND ELECTION RESULTS

PRESIDENTIAL PRIMARY

MARCH 1, 2016

The Presidential Primary was held on March 1, 2016, in the Bromfield School Cafeteria. The polls were opened at 7:00 AM by Warden Dennis Bradley. There were 4269 names on the voting list (3935 active voters). A total of 2454 voters, 62.4% of the total, cast their votes with the following results:

DEMOCRATIC PARTY - 1618 voters

PRESIDENTIAL PREFERENCE

Bernie Sanders	789
Martin O'Malley	2
Hillary Clinton	822
Roque "Rocky" de la Fuente	1
No Preference	3
Blanks	1
Write-ins	0

STATE COMMITTEE MAN

Alexander D. Pratt	1085
Blanks	529
Write-ins	4

STATE COMMITTEE WOMAN

Rebecca V. Deans-Rowe	1101
Blanks	513
Write-ins	4

TOWN COMMITTEE

Dennis P. Bradley	1069
Deborah H. Thomson	1070
Joseph W. Hutchinson	998
Blanks	13021
Write-ins	22

REPUBLICAN PARTY – 830 voters

PRESIDENTIAL PREFERENCE

Jim Gilmore	0
Donald J. Trump	273
Ted Cruz	87
George Pataki	0
Ben Carson	34
Mike Huckabee	1
Rand Paul	2
Carly Fiorina	0
Rick Santorum	1
Chris Christie	3
Marco Rubio	189
Jeb Bush	6
No Preference	4
Blanks	2
Write-ins	0

STATE COMMITTEE MAN

Brian P. Burke	405
Paul R. Ferro	217
Blanks	207
Write-ins	1

STATE COMM. WOMAN

Jeanne S. Kangas	439
Ann M. Barndt	196
Blanks	195
Write-ins	0

TOWN COMMITTEE

James E. DeZutter	467
Deborah Skauen-Hinchliffe	401
Marylin C. Morgan	402
Nelson M. Northern	420
Peter D. Duckett	435
Julie R. Seeley	399
Robert H. Hughes	439
Bruce M. Morgan	407
Eric A. O'Brien	412
Ronald V. Ricci	512
Blank	24,708
Write-ins	13

GREEN-RAINBOW PARTY – 3 voters

PRESIDENTIAL PREFERENCE

Sedinam Kinamo Moyowasifza Curry	0
Jill Stein	2
William P. Kreml	0
Kent Mesplay	0
Darryl Cherney	0
No Preference	0
Blanks	0
Write-ins	1

STATE COMM. MAN

Blanks	3
Write-ins	0

STATE COMM. WOMAN

Blanks	3
Write-ins	0

TOWN COMMITTEE

Blanks	30
Write-ins	0

UNITED INDEPENDENT PARTY – 3 voters

PRESIDENTIAL PREFERENCE

No Preference	0
Blanks	1
Write-ins	2

STATE COMM. MAN

Blanks	3
Write-ins	0

STATE COMM. WOMAN

Blanks	2
Write-ins	1

TOWN COMMITTEE

Blanks	30
Write-ins	0

One-hundred fifteen (115) absentee ballots were cast, plus there were five that were rejected because they were returned after the day of the primary.

The polls were closed at 8:00 PM by Warden Dennis Bradley. The tallying of votes was completed and the results were announced at 10:25 PM.

Four provisional ballots were counted and added to the above totals.

Respectfully submitted,

Janet A. Vellante, MMC, CMMC
Town Clerk

**CITIZENS CAUCUS
March 5, 2016**

The meeting was called to order in the Hapgood Room on Saturday, March 5, 2016, at 7:00 p.m., by Town Clerk Janet Vellante.

On motions made, seconded, and voted unanimously,

Deborah Ricci was elected Chairman and Janet Wilhelm 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	Stuart Sklar *Leo Blair	unanimous unanimous
CEMETERY COMMISSIONER one position for three years	Bruce Dolimount	unanimous

<u>Position</u>	<u>Nominee</u>	<u>Vote</u>
COMMUNITY PRESERVATION COMMITTEE one position for three years	**Didi Chadran	unanimous
HARVARD BOARD OF HEALTH MEMBER one position for three years	Lorin Johnson	unanimous
LIBRARY TRUSTEE two positions for three years	Martha Green Stacie Green	unanimous unanimous
PARK AND RECREATION COMMISSIONER one position for three years	no nominations	unanimous
PLANNING BOARD one position for three years	Kara Minar	unanimous
SCHOOL COMMITTEE MEMBER one position for three years	Jonathan K. Green	unanimous
TREE WARDEN one position for one year	***Christian Bilodeau	unanimous
WARNER FREE LECTURE SOCIETY TRUSTEE two positions for three years	Sheila Simollardes ****Pat Jennings	unanimous unanimous

The meeting dissolved at 7:08 pm.

Mary Jarvis and Abbe Alpert checked in 29 voters out of 4289 registered voters (3955 active voters).

Respectfully submitted, Deborah Ricci , Caucus Secretary

- * Leo Blair declined the nomination
- ** Didi Chadran did not sign the acceptance of the nomination.
- *** Christian Bilodeau did not sign the acceptance of the nomination.
- **** Patricia Jennings was nominated by a non-voter and subsequently took out nomination papers.

Annual Town Meeting



Capital Committee Chair Debbie Ricci sits in the audience.



Town Clerk Janet Vellante



Members of the Finance Committee



Firefighters Robert Curran and Bill Barton.



Selectmen Lucy Wallace with Citizen of Note Rick Maiore.



DPW Director Rich Nota.

ANNUAL TOWN MEETING

April 4, 2016

The meeting was called to order in Bromfield's Cronin Auditorium by Moderator Robert Eubank at 7:07 p.m. The call of the meeting and the return of service were found to be in order by Town Clerk Janet A. Vellante.

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

Timothy Bragan	Town Administrator
Edward Denmark	Police Chief
Mark Lanza	Town Counsel
Lorraine Leonard	Finance Director
Richard Nota	Director of Public Works
Richard Sicard	Fire Chief
Debbie Thompson	Director, Council on Aging
Elizabeth Allard	Conservation Agent
Tammy Crockett	Monty Tech School Business Manager
William Scanlan	Planner

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 Ronald Ricci, 19 East Bare Hill Road, 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 2015 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: 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 2015, 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 vote to transfer from Stabilization the sum of \$2,828. to pay the following outstanding bills from Fiscal Year 2015; \$2,708. to be paid to West Plumbing and Heating and \$120. to be paid to the Harvard Press.

ARTICLE 3: HOME RULE PETITION FOR SPECIAL ACT TO PAY BILLS OF PRIOR FISCAL YEARS

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth to enact a special act authorizing the Town to pay bills of the immediate prior fiscal year in the subsequent fiscal year, provided that the bills are received and paid by October 31 of the subsequent fiscal year and that any prior fiscal year bills received after October 31 shall be paid pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 64, 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 to authorize the Board of Selectmen to petition the General Court of the Commonwealth to enact a special act authorizing the Town to pay bills of the immediate prior fiscal year in the subsequent fiscal year, provided that the bills are received and paid by October 31 of the subsequent fiscal year and that any prior fiscal year bills received after October 31 shall be paid pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 64.

ARTICLE 4: OMNIBUS BUDGET

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, such sums of money as may be necessary to defray expenses for Fiscal Year 2017, 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 \$ 23,509,930. to defray the expenses of the Town for Fiscal Year 2017 as printed in the Finance Committee Report on pages 30 through 36, and that said appropriation be provided by raising \$23,299,809. by taxation and transferring \$11,983. from Wetlands Fees, transferring \$129,000. from Ambulance Receipts Reserved with unexpended funds being returned to their funding source, transferring \$69,138. from Cable Access Receipts Reserved with unexpended funds being returned to their funding source; and appropriate \$191,483. to defray the expenses of the Harvard Wastewater Management District Commission for Fiscal Year 2016, and that said appropriation be provided by transferring \$191,483. from wastewater management system revenues in the enterprise fund established for the Town's wastewater management system.

Town of Harvard FY17 Omnibus Budget

Line #	Department/Account	Actual FY13	Actual FY14	Actual FY15	Budget FY16	Request FY17
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GENERAL GOVERNMENT

Selectmen

1	Personnel	165,679	169,317	216,135	232,603	246,143	
2	Town Audit	20,475	15,000	15,000	18,000	20,000	
	Expenses	11,018	11,391	7,491	12,370	11,270	
	Copy Machine	4,422	3,275	3,730	3,500	3,800	
	Postage	15,621	15,745	16,393	17,000	17,000	
	Court Judgements						
3	Total Expenses	31,061	30,411	27,613	32,870	32,070	
	Total Selectmen	217,215	214,728	258,748	283,473	298,213	5.20%

Finance Committee

4	Expenses	200	176	191	200	200	0.00%
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Finance Department

	Personnel	284,623	302,526	312,304	327,918	330,587	
	Certification Compensation	231	2,000	2,000	2,000	2,000	
5	Total Personnel	284,854	304,526	314,304	329,918	332,587	
	Technology Services & Supplies	35,361	35,486	36,247	38,500	See line #7 below	
	Expenses	83,769	89,145	89,949	96,500	98,090	
6	Total Expenses	119,130	124,631	126,196	135,000	98,090	
7	Technology	10,772	9,442	9,592	15,000	75,000	
	Total Finance Department	414,756	438,599	450,092	479,918	505,677	5.37%

Legal

	Town Counsel Fees & Expenses	33,275	30,318	38,114	33,000	33,000	
	Other Legal Fees & Expenses	14,116	14,876	18,347	18,000	18,000	
8	Total Legal	47,391	45,194	56,461	51,000	51,000	0.00%

Personnel Board

9	Expenses	-	-	-	100	100	0.00%
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Town Clerk

	Personnel	65,853	67,424	68,775	70,426	71,560	
	Certification Compensation	1,000	1,000	1,000	1,000	1,000	
10	Total Personnel	66,853	68,424	69,775	71,426	72,560	
	Expenses	2,101	1,560	2,090	2,825	2,725	
	Publications Reprinting/Codification	5,277	3,020	3,909	5,500	5,200	
11	Total Expenses	7,378	4,580	5,999	8,325	7,925	
	Total Town Clerk	74,231	73,004	75,774	79,751	80,485	0.92%

Town of Harvard FY17 Omnibus Budget

Line #	Department/Account	Actual FY13	Actual FY14	Actual FY15	Budget FY16	Request FY17
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Elections & Registrars

	Registrars' Honoraria	500	500	500	500	500	
	Expenses	7,997	5,168	7,959	6,550	8,700	
	Census	441	416	677	800	800	
12	Total Elections & Registrars	8,938	6,084	9,137	7,850	10,000	27.39%

Land Use Boards

13	Personnel	48,277	50,550	52,712	53,972	54,841	
	Office Supplies	722	805	376	1,000	1,000	
	Purchase Services	1,199	1,754	2,656	1,600	1,600	
	MRPC Assessment	1,593	1,579	1,618	1,579	1,660	
14	Total Expenses	3,513	4,138	4,651	4,179	4,260	
	Total Land Use Boards	51,790	54,688	57,363	58,151	59,101	1.63%

* Personnel includes \$11,983 to be transferred from Wetlands Protection Fund.

Economic Development Committee

15	Expenses		-	-	500	-	0.00%
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Public Buildings

16	Personnel	24,902	25,508	26,016	26,645	27,075	+27,400+25,600
	Operating Expenses	37,531	33,027	54,635	41,000	34,530	
	Energy	120,644	120,294	94,240	123,500	128,000	
	Maintenance & Equipment	12,229	13,927	24,345	26,400	78,000	
	Waste Water Treatment Ops.	72,252	84,689	60,859	85,000	85,000	
17	Total Expenses	242,656	251,936	234,079	275,900	325,530	
	Total Public Buildings	267,558	277,444	260,095	302,545	352,605	16.55%

+27,400+25,600

Annual Town Reports

18	Expenses	2,533	3,280	3,468	6,000	4,000	-33.33%
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TOTAL GENERAL GOVT.	1,084,611	1,113,197	1,171,328	1,269,488	1,361,381	7.24%
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Town of Harvard FY17 Omnibus Budget

Line #	Department/Account	Actual FY13	Actual FY14	Actual FY15	Budget FY16	Request FY17	
PUBLIC SAFETY							
Police Department							
19	Personnel	791,357	785,092	876,645	887,913	904,347	
	Public Safety Building	22,688	22,827	29,554	37,800	20,800	- 17,000
	Cruiser Maintenance	10,069	14,605	10,143	10,000	10,000	
	Supplies & Expenses	43,373	50,762	55,088	50,050	50,050	
20	Total Expenses	76,130	88,194	94,785	97,850	80,850	
21	Police Vehicle	29,000	27,868	29,000	34,213	34,213	
	Total Police Department	896,487	901,154	1,000,430	1,019,976	1,019,410	-0.06%
Communications Department							
	Personnel	193,643	74,613				???
	Expenses	12,126	177,335	195,266	187,293	187,293	
22	Total Communications Department	205,769	251,948	195,266	187,293	187,293	0.00%
Fire Department							
23	Personnel	176,870	166,636	178,912	204,459	210,707	
	Expenses	44,000	56,401	75,135	44,000	46,000	
	Radio Replacement & Repair	1,660	2,250	2,990	2,250	2,250	
	Protective Equipment	9,136	9,024	8,980	11,000	11,225	
24	Total Expenses	54,796	67,675	87,105	57,250	59,475	
	Total Fire Department	231,666	234,310	266,017	261,709	270,182	3.24%
Ambulance							
	Personnel					see article	
	Expenses	-	-	72,427	133,000	102,000	
	Training	-	-	18,731	26,000	27,000	
25	Total Ambulance	-	-	91,158	159,000	129,000	-18.87%
Building & Zoning Inspector							
26	Fees & Expenses	49,137	47,371	42,494	50,000	50,000	0.00%
Gas Inspector							
27	Fees & Expenses	3,976	3,579	3,564	4,000	4,000	0.00%
Plumbing Inspector							
28	Fees & Expenses	7,249	6,551	7,469	7,000	7,000	0.00%
Wiring Inspector							
29	Fees & Expenses	15,612	9,926	12,700	9,000	11,000	22.22%
Animal Control							
	Personnel	16,500	16,500	16,500	16,500	16,500	
	Expenses	749	374	722	750	750	
30	Total Animal Control	17,249	16,874	17,222	17,250	17,250	0.00%
Tree Warden							
31	Expenses	13,787	14,000	14,519	14,000	14,000	0.00%
TOTAL PUBLIC SAFETY		1,440,932	1,485,713	1,650,839	1,729,228	1,709,135	-1.16%

Town of Harvard FY17 Omnibus Budget

Line #	Department/Account	Actual FY13	Actual FY14	Actual FY15	Budget FY16	Request FY17	
SCHOOLS							
Local Schools							
	<u>Administration</u>						
	Salaries/Benefits	371,297	368,987	388,937	415,380	419,292	
	Transportation	313,380	252,660	257,492	257,660	273,293	
	Other Expenses	33,120	169,569	126,529	132,642	119,834	
	Total Administration	717,797	791,216	772,958	805,682	812,419	
	<u>Maintenance</u>						
	Salaries	434,516	438,507	448,466	457,540	464,869	
	Utilities	344,340	270,362	279,526	303,000	303,000	
	Other Expenses	123,308	189,999	321,419	224,502	256,434	
	Total Maintenance	902,164	898,868	1,049,411	985,042	1,024,303	
	<u>Hildreth Elementary School</u>						
	Salaries	2,316,240	2,520,202	2,555,545	2,500,758	2,481,818	
	Expenses	92,367	98,627	112,278	121,539	123,537	
	Total Elementary	2,408,607	2,618,829	2,667,823	2,622,297	2,605,355	
	<u>The Bromfield School</u>						
	Salaries	3,605,174	3,684,019	3,956,238	4,016,018	4,113,427	
	Expenses	136,326	132,689	213,678	198,788	231,069	
	Total Bromfield	3,741,500	3,816,708	4,169,916	4,214,806	4,344,496	
	<u>Pupil Personnel Services (SPED)</u>						
	Salaries	1,863,935	1,873,135	1,960,989	2,115,468	2,211,636	
	Other Expenses	63,719	22,614	53,679	102,398	83,532	
	Collaborative Services	141,648	795,316	402,618	520,202	458,258	
	Transportation	332,861	377,503	310,723	384,446	370,868	
	Tuition	909,825	361,296	252,357	123,712	239,402	
	Pre-School Salaries	161,455	125,902	100,808	103,733	53,868	
	Pre-School Expenses	2,600	2,392	1,545	1,153	2,284	
	Total Pupil Personnel Services	3,476,043	3,558,158	3,082,719	3,351,112	3,419,848	
	<u>Technology</u>						
	Salaries	130,111	130,626	143,226	150,009	246,518	
	Expenses	109,108	106,847	129,866	145,657	153,702	
	Total Technology	239,219	237,473	273,092	295,666	400,220	
32	Total Local Schools	11,485,330	11,921,252	12,015,919	12,274,605	12,606,641	2.71%
33	Montachusett Regional Voc. Tech.	76,807	75,069	98,949	122,015	133,200	9.17%
	TOTAL SCHOOLS	11,562,137	11,996,321	12,114,868	12,396,620	12,739,841	2.77%
PHYSICAL ENVIRONMENT							
Dept. of Public Works							
34	Personnel	671,865	721,272	687,410	708,607	715,303	
	Maintenance & Equipment	133,508	169,532	92,542	137,000	140,600	- 8,600
	Fuel	89,914	90,447	78,925	72,500	72,500	
	Improvements & Construction	38,148	38,077	56,229	52,750	54,000	
	Snow & Ice Removal	179,986	187,405	351,537	112,000	112,000	
	Telephone & Electricity	9,048	9,377	9,917	11,000	11,400	
35	Total Expenses	450,604	494,838	589,149	385,250	390,500	
36	Small Equipment Repair/Replace.	69,854	69,603	68,791	30,000	30,000	
	Total Dept. of Public Works	1,192,324	1,285,713	1,345,351	1,123,857	1,135,803	1.06%

Town of Harvard FY17 Omnibus Budget

Line #	Department/Account	Actual FY13	Actual FY14	Actual FY15	Budget FY16	Request FY17
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Solid Waste Transfer

	Transfer Station Expenses	153,821	163,530	141,891	162,550	167,100	
	Hazardous Waste Disposal *	6,107	3,907	3,907	3,907	3,907	
37	Total Solid Waste Transfer	159,928	167,437	145,798	166,457	171,007	2.73%

Street Lights & Traffic Signal

38	Expenses	5,689	5,652	7,670	6,500	6,500	0.00%
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Water Department

39	Expenses	14,848	16,371	18,564	18,000	18,200	1.11%
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Pond Committee

40	Expenses	33,500	8,987	19,423	28,000	28,000	0.00%
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Cemeteries

41	Expenses	1,842	846	1,577	2,500	2,500	0.00%
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TOTAL PHYSICAL ENVIRONMENT	1,408,131	1,485,006	1,538,383	1,345,314	1,362,010	1.24%
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HUMAN SERVICES

Board of Health

42	Personnel	7,075	9,051	10,524	11,064	8,165	
	Expenses	819	927	1,108	1,150	1,146	
	Nashoba Assoc. Boards of Health	20,558	20,558	20,558	21,231	21,380	
	Minuteman Home Center	1,018	1,146	1,146	1,146	1,160	
43	Total Expenses	22,395	22,631	22,812	23,527	23,686	
	Total Board of Health	29,470	31,682	33,336	34,591	31,851	-7.92%

Council on Aging

44	Personnel	78,827	86,504	86,931	88,961	114,462	
45	MART Personnel	28,288	31,385	30,255	35,002	35,409	
46	Expenses	1,958	1,993	1,900	1,995	1,995	
47	MART Van Expenses	250	221	818	1,000	1,000	
	Total Expenses	2,207	2,214	2,718	2,995	2,995	
	Total Council on Aging	109,322	120,103	119,903	126,958	152,866	20.41%

Veterans' Services

	Personnel	-	2,500	5,200	5,000	5,200	
	Expenses	1,509	325	1,194	1,500	1,500	
	Benefits	9,343	12,900	12,105	12,000	12,000	
	Total Expenses	10,852	13,225	13,299	13,500	13,500	
48	Total Veterans' Services	10,852	15,725	18,499	18,500	18,700	1.08%

TOTAL HUMAN SERVICES	149,644	167,510	171,739	180,049	203,417	12.98%
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Town of Harvard FY17 Omnibus Budget

Line #	Department/Account	Actual FY13	Actual FY14	Actual FY15	Budget FY16	Request FY17
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CULTURE AND RECREATION

Library

49	Personnel	374,237	387,341	399,340	408,855	413,798
50	Expenses	144,292	147,694	148,013	149,384	153,889
	Total Library	518,529	535,035	547,353	558,239	567,687

* \$8,826 to be transferred from Library Expendable Trust Funds.

Cable Access

51	Personnel					56,438
	Expenses					7,700
	Equipment					5,000
52	Total Expenses					12,700
	Total Cable Access	-	-	-	-	69,138

Parks & Recreation

53	Commons & Schools/Grounds Exp.	15,733	21,664	18,183	31,650	31,650
54	Beach Expense	14,113	13,271	14,308	15,289	18,347
55	Beach Personnel - Director	8,174	11,508	10,951	11,508	13,234
	Groundskeeping Personnel	28,157	-	-	-	-
	Total Parks & Recreation	66,177	46,443	43,442	58,447	63,231

Historical Commission

56	Expenses	-	2,790	69	100	500
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Agricultural Commission

57	Expenses	-	-	-	500	500
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TOTAL CULTURE AND RECREATION	584,706	584,268	590,864	617,286	701,056	13.57%
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INSURANCE AND FRINGES

Property/Liability

58	Insurance	143,982	140,873	125,753	146,450	146,450
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Employee Benefits

	Worcester Regional Retirement	600,004	627,103	665,399	696,096	737,805
	Workers' Compensation Insurance	88,809	70,896	91,787	85,000	100,000
	Unemployment Insurance	20,347	51,767	3,496	60,000	60,000
	Medicare	181,292	186,785	199,643	188,000	191,760
	Health Insurance	2,191,973	2,190,457	2,046,430	2,344,152	2,463,022
	Life Insurance	10,166	21,454	5,528	12,000	12,000
	Deferred Compensation	10,428	11,982	13,347	13,000	13,000
	Disability Insurance	4,985	24,313	31,479	28,000	27,000
	Benefits Administration	2,104	1,235	1,976	2,500	2,500
	OPEB Trust Funding (\$250,000 in FY14)			425,000	450,000	450,000
59	Total Employee Benefits	3,110,108	3,185,992	3,484,085	3,878,748	4,057,087

TOTAL INSURANCE & FRINGES	3,254,090	3,326,865	3,609,838	4,025,198	4,203,537	4.43%
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TOTAL OPERATING BEFORE DEBT	19,484,251	20,158,879	20,847,859	21,563,183	22,280,377	3.33%
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Town of Harvard FY17 Omnibus Budget

Line #	Department/Account	Actual FY13	Actual FY14	Actual FY15	Budget FY16	Request FY17	
NON-EXCLUDED DEBT							
Debt Expense							
60	Debt (Public Bldg. Sewer Connections)	2,696	6,500	3,328	5,000	31,800	536.0%
BAN Interest & Borrowing Cost							
61	Borrowing Cost	3,202	-	-	6,000	2,500	-58.3%
TOTAL NON-EXCLUDED DEBT		5,898	6,500	3,328	11,000	34,300	211.8%
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TOTAL OPERATING AFTER NON-EXCLUDED DEBT		19,490,149	20,165,379	20,851,187	21,574,183	22,314,677	3.43%
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EXCLUDED DEBT							
Permanent Debt							
	Public Safety Building (2000) Principal	135,000	145,000	140,000	140,000	135,000	
	Public Safety Building (2000) Interest	58,995	20,775	17,925	15,125	12,375	
	Bromfield School (2004) Principal	315,000	350,000	350,000	350,000	345,000	
	Bromfield School (2004) Interest	148,479	49,594	75,406	66,358	60,813	
	Library (2004) Principal	135,000	150,000	150,000	145,000	140,000	
	Library (2004) Interest	62,891	36,943	31,716	27,888	25,038	
	School Roof (2006) Principal	125,000	125,000	125,000	125,000	125,000	Final
	School Roof (2006) Interest	23,125	16,725	11,677	6,521	2,656	Final
	Sewer Project (net of Betterments) Prin.		50,180	43,048	43,983	44,545	
	Sewer Project (net of Betterments) Int.		21,868	19,988	19,128	18,088	
	Town Hall Principal (net of CPA)					112,500	
	Town Hall Interest					90,000	
	Littleton County Road Principal					58,000	
	Littleton County Road Interest					25,720	
	Fire Tanker Truck Principal					25,000	
	Fire Tanker Truck Interest					14,000	
62	Total Payments	1,003,490	966,085	964,760	939,003	1,233,735	31.39%
Temporary Debt							
	Exempt BAN	1,804	20,287	1,854	152,828		
63		1,804	20,287	1,854	152,828	-	-100%
TOTAL EXCLUDED DEBT		1,005,294	986,372	966,614	1,091,831	1,233,735	13.00%
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GRAND TOTAL OMNIBUS BUDGET		20,495,443	21,151,751	21,817,801	22,666,014	23,548,412	3.89%

ENTERPRISE FUND:

Sewer Department

	Sewer Personnel						
	Personnel						
	Operating Expenses	100,000	150,000	100,000	100,000	100,000	
	Debt Service (from Betterments)		incl. above	90,710	90,710	91,483	
	Total Expenses	100,000	150,000	190,710	190,710	191,483	
64	Total Sewer Enterprise	100,000	150,000	190,710	190,710	191,483	0.41%

All operating expenses to be funded by rates and fees.
Sewer Debt funded by exempt debt and betterments.

ARTICLE 5: CHANGE COMPOSITION OF WARNER FREE LECTURE BOARD OF TRUSTEES

To see if the Town will vote to amend the vote of the Town of Harvard Annual Town Meeting held on March 2, 1891 under Article 24 of the Warrant by changing the composition of the Board of Trustees of the Warner Free Lecture Trust from three gentlemen and three ladies to six registered voters of the Town, regardless of gender, or pass any vote or votes in relation thereto. (Inserted by Warner Free Lecture Board of Trustees)

On a motion by Timothy Clark, 114 Bolton Road, Warner Free Lecture Society, and seconded,

Voted majority yes to amend the vote of the Town of Harvard Annual Town Meeting held on March 2, 1891 under Article 24 of the Warrant therefor by changing the composition of the Board of Trustees of the Warner Free Lecture Trust from three gentlemen and three ladies to six registered voters of the Town, regardless of gender.

ARTICLE 6: RESERVE FUND – FISCAL YEAR 2017

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 2017, or pass any vote or votes in relation thereto. (Inserted by Finance Committee)

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

Voted majority yes that the Town appropriate \$350,000. for the Reserve Fund of the Town for unforeseen and extraordinary expenses for Fiscal Year 2017 and that said appropriation be provided by raising \$350,000. by taxation.

ARTICLE 7: ONLINE DOG LICENSING

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 to purchase an online dog licensing program, with unexpended funds as of June 30, 2017 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 \$2,300. to be expended by the Town Clerk to purchase an online dog licensing program, with unexpended funds as of June 30, 2017 being returned to their funding source and that said appropriation be provided by raising \$2,300. by taxation.

ARTICLE 8: SELF-CONTAINED BREATHING APPARATUS MASKS

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase new self-contained breathing apparatus masks for the Fire Department, with unexpended funds as of June 30, 2017 being returned to their funding source, 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 majority yes that the Town appropriate \$6,650. to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase new self-contained breathing apparatus masks for the Fire Department, with unexpended funds as of June 30, 2017 being returned to their funding source and that said appropriation be provided by raising \$6,650. by taxation.

ARTICLE 9: DEPARTMENTAL MANAGEMENT AUDIT

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 conduct a Management Audit of the Town's Fire and Ambulance departments, with unexpended funds as of June 30, 2017 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 majority yes that the Town appropriate \$12,400. to be expended by the Board of Selectmen, to conduct a Management Audit of the Town's Fire and Ambulance departments, with unexpended funds as of June 30, 2017 being returned to their funding source and that said appropriation be provided by raising \$12,400. by taxation.

ARTICLE 10: UPDATE OF TOWN WEBSITE

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 Administrator, with the approval of the Board of Selectmen, to update the Town's website, with unexpended funds as of June 30, 2017 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

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

Voted majority yes that the Town appropriate \$12,000. to be expended by the Town Administrator, with the approval of the Board of Selectmen, to update the Town's website, with unexpended funds as of June 30, 2017 being returned to their funding source and that said appropriation be provided by raising \$12,000. by taxation.

ARTICLE 11: REPLACE MUNICIPAL SERVERS

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 Administrator, with the approval of the Board of Selectmen, to replace two fifteen year-old servers and install new ones, with unexpended funds as of June 30, 2017 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 Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

I move that the Town appropriate \$30,000. to be expended by the Town Administrator, with the approval of the Board of Selectmen, to replace two fifteen year-old servers and install new ones, with unexpended funds as of June 30, 2017 being returned to their funding source and that said appropriation be provided by transferring \$30,000. from Stabilization.

A motion was made by Paul Green, 288 Old Littleton Road, to amend the article by deleting "...and install new ones," and replace by "...with an appropriate replacement product or service", and seconded.

The Board of Selectmen accepted the motion to amend.

Voted greater than 2/3 yes that the Town appropriate \$30,000. to be expended by the Town Administrator, with the approval of the Board of Selectmen, to replace two fifteen year-old servers with an appropriate replacement product or service, with unexpended funds as of June 30, 2017 being returned to their funding source and that said appropriation be provided by transferring \$30,000. from Stabilization.

ARTICLE 12: 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 Department of Public Works 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, 2017 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,

Voted majority yes that the Town appropriate \$15,000. to be expended by the Department of Public Works 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, 2017 being returned to their funding source and that said appropriation be provided by raising \$15,000. by taxation.

ARTICLE 13: ROADSIDE TREE MAINTENANCE

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 Department of Public Works Director, with the approval of the Board of Selectmen, to contract with a professional company to trim trees and large brush along Harvard's roadsides, with unexpended funds as of June 30, 2017 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 the Town appropriate \$20,000. to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to contract with a professional company to trim trees and large brush along Harvard's roadsides, with unexpended funds as of June 30, 2017 being returned to their funding source and that said appropriation be provided by raising \$20,000. by taxation.

The following amendment was made by Mario Cardenas, 40 Oak Hill Road, and seconded, and was accepted as a friendly amendment by the Board of Selectmen:

" to contract with a professional company for tree removal and, under the supervision of the Tree Warden, to trim trees and large..."

Voted majority yes that the Town appropriate \$20,000. to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to contract with a professional company for tree removal and, under the supervision of the Tree Warden, to trim trees and large brush along Harvard's roadsides, with unexpended funds as of June 30, 2017 being returned to their funding source and that said appropriation be provided by raising \$20,000. by taxation.

ARTICLE 14: GIS MAPPING OF WATER AND SEWER LINES

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 Department of Public Works Director, with the approval of the Water and Sewer Commission, to have Geographic Information System mapping of the water and sewer lines undertaken, with unexpended funds as of June 30, 2017 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Water and Sewer Commission)

On a motion by Richard Maiore, 12 Woodchuck Hill Road, Water and Sewer Commission, and seconded,

Voted majority yes that the Town appropriate \$7,800. to be expended by the Department of Public Works Director, with the approval of the Water and Sewer Commission, to have Geographic Information System mapping of the water and sewer lines undertaken, with

unexpended funds as of June 30, 2017 being returned to their funding source and that said appropriation be provided by raising \$7,800. by taxation.

ARTICLE 15: LOCAL OPTION MEALS EXCISE

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 64L, Section 2(a) to impose a local meals excise tax, 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 133 yes, 128 no, that the Town vote to accept the provisions of Massachusetts General Laws Chapter 64L, Section 2(a) to impose a local meals excise tax.

Suzanne Allen, 179 Littleton Road, made a motion that the Town take Article 23 before all remaining articles. The motion was seconded and approved. [See Article 23 in numerical order.]

ARTICLE 16: 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 Government Accounting Standards Board Standard 45, Other Post-Employment Benefits (OPEB) actuarial valuation, with unexpended funds as of June 30, 2017 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 majority yes that the Town appropriate \$10,000. to be expended by the Finance Director, with the approval of the Board of Selectmen, to conduct the required bi-annual Government Accounting Standards Board Standard 45, Other Post-Employment Benefits (OPEB) actuarial valuation, with unexpended funds as of June 30, 2017 being returned to their funding source and that said appropriation be provided by raising \$10,000. by taxation.

ARTICLE 17: OTHER POST-EMPLOYMENT BENEFITS (OPEB) FUNDING

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be deposited by the Town Treasurer, with the approval of the Board of Selectmen, in the Town's OPEB Trust Fund, or pass any vote or votes in relation thereto. (Inserted by Board of Selectmen and Finance Committee)

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

Voted majority yes that the Town transfer \$150,000. from the Town's Overlay Surplus Account

to be deposited by the Town Treasurer, with the approval of the Board of Selectmen, in the Town's Other Post-Employment Benefits Trust Fund.

ARTICLE 18: CAPITAL PLANNING AND INVESTMENT FUND FUNDING

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be deposited by the Town Treasurer, with the approval of the Board of Selectmen, into the Capital Planning and Investment Fund, or pass any vote or votes in relation thereto.

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

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

Voted greater than 2/3 yes that the Town appropriate \$40,000. to be deposited by the Town Treasurer, with the approval of the Board of Selectmen, into the Capital Planning and Investment Fund and that said appropriation be provided by raising \$40,000. by taxation.

ARTICLE 19: BOND ANTICIPATION NOTE PAYOFF

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 pay off the Bond Anticipation Notes for Article 17, Municipal Buildings [a.k.a. Town Hall Schematic Design] of the April 2, 2011 Annual Town Meeting; for Article 2, Re-Vote of Article 20 [a.k.a. Forestry Fire truck] of the April 28, 2012 Annual Town Meeting and finally Article 15, The Bromfield School, Pond Road Parking Lot, of the April 6, 2013 Annual Town Meeting , or pass any vote or votes in relation thereto.

(Inserted by Capital Planning and Investment Committee)

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

Voted majority yes that the Town transfer \$282,250. from Certified Free Cash to be expended by the Town Treasurer, with the approval of the Board of Selectmen, to pay off the Bond Anticipation Notes for Article 17, Municipal Buildings [a.k.a. Town Hall Schematic Design] of the April 2, 2011 Annual Town Meeting; for Article 2, Re-Vote of Article 20 [a.k.a. Forestry Fire truck] of the April 28, 2012 Annual Town Meeting and Article 15, The Bromfield School, Pond Road Parking Lot, of the April 6, 2013 Annual Town Meeting.

ARTICLE 20: AMEND FUNDING SOURCES FOR TOWN HALL RENOVATION PROJECT

To see if the Town will vote to amend its vote under Article 18 of the Warrant for the 2012 Town of Harvard Annual Town Meeting held on April 28, 2012 by reducing the amount to be borrowed pursuant to the provisions of Massachusetts General Laws Chapter 44 from \$2,970,000 to \$2,250,000 for a reduction of \$720,000 and by transferring \$720,000 from Free Cash to compensate for said reduction in the amount to be so borrowed, or pass and vote or votes in

relation thereto.

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

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

Voted majority yes that the Town vote to amend its vote under Article 18 of the Warrant for the 2012 Town of Harvard Annual Town Meeting held on April 28, 2012 by reducing the amount to be borrowed pursuant to the provisions of Massachusetts General Laws Chapter 44 from \$2,970,000 to \$2,250,000 for a reduction of \$720,000. and by transferring \$720,000 from Certified Free Cash to compensate for said reduction in the amount to be so borrowed.

ARTICLE 21: 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 2017, with unexpended funds as of June 30, 2017 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 Deborah Ricci, 19 East Bare Hill Road, Capital Planning and Investment Committee, and seconded,

Voted unanimously yes that the Town transfer \$82,213. from Certified Free Cash 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 2017, with unexpended funds as of June 30, 2017 being returned to their funding source.

ARTICLE 22: FISCAL YEAR 2015 CERTIFIED FREE CASH

To see if the Town will vote to transfer a sum of money from Fiscal Year 2015 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 Donald Ludwig, 23 East Bare Hill Road, Finance Committee, and seconded,

Voted less than 2/3 yes [DID NOT PASS] that the Town transfer \$295,599. from Fiscal Year 2015 Certified Free Cash to the Capital Stabilization and Investment Fund.

Article 23 was taken after article 15. [See motion after Article 15.]

ARTICLE 23: HILDRETH ELEMENTARY SCHOOL FEASIBILITY STUDY AND DESIGN

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the School Building Committee for a feasibility study, including schematic designs for the Hildreth Elementary School at 27 Massachusetts Avenue, Harvard, Massachusetts, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority (MSBA) and acknowledge that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town and to determine whether such appropriation shall be provided by a borrowing pursuant to the provisions of Massachusetts General Laws Chapter 44, contingent upon the passage of a Proposition Two and One-Half debt exclusion ballot question at the April, 2016 Annual Town Election, or pass any vote or votes in relation thereto.
(Submitted by School Committee)

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

Voted greater than 2/3 yes, that the Town authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$500,000. to be expended under the direction of the School Building Committee for a feasibility study, including schematic designs for the Hildreth Elementary School at 27 Massachusetts Avenue, Harvard, Massachusetts, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority (MSBA) and acknowledge that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town contingent upon the passage of the proposition two and one-half debt exclusion question, Question #1, on the April 12, 2016 Annual Town Election ballot.

ARTICLE 24: PURCHASE NEW LIGHT DUTY PICKUP TRUCK WITH PLOW

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 Department of Public Works Director, with the approval of the Board of Selectmen, to purchase a new light duty pickup truck with plow, with any unexpended funds as of June 30, 2017 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Kenneth Swanton, 14 Fairbank Street, Board of Selectmen and Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3 yes, that the Town vote to transfer \$45,200. from the Capital Stabilization and Investment Fund, to be expended by the Department of Public Works Director, with the

approval of the Board of Selectmen, to purchase a new light duty pickup truck with plow, with any unexpended funds as of June 30, 2017 being returned to their funding source.

ARTICLE 25: WIDE AREA MOWER

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 Department of Public Works Director, with the approval of the Board of Selectmen, to purchase a new wide area mower, with unexpended funds as of June 30, 2017 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Kenneth Swanton, 14 Fairbank Street, Board of Selectmen and Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3 yes, that the Town vote to transfer \$49,600. from the Capital Stabilization and Investment Fund, to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to purchase a new wide area mower, with any unexpended funds as of June 30, 2017 being returned to their funding source.

ARTICLE 26: REPLACE DPW SEPTIC SYSTEM

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 Department of Public Works Director, with the approval of the Board of Selectmen, to replace the failed septic system at the Department of Public Works facility, with unexpended funds as of June 30, 2017 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Kenneth Swanton, 14 Fairbank Street, Board of Selectmen and Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3 yes that the Town vote to transfer \$40,000. from the Capital Stabilization and Investment Fund, to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to replace the failed septic system at the Department of Public Works facility, with unexpended funds as of June 30, 2017 being returned to their funding source.

ARTICLE 27: POND ROAD HAZARD MITIGATION DRAINAGE PROJECT

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money, less any grant funding received, to be expended by the Department of Public Works Director, with the approval of the Water and Sewer Commission, to install a new drainage system on Pond Road that will prevent hazardous materials from getting to the water system, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Water and Sewer Commission and Capital Planning and Investment Committee)

On a motion by Kenneth Swanton, 14 Fairbank Street, Board of Selectmen and Capital Planning and Investment Committee, and seconded,

Voted unanimously yes that the Town vote to transfer \$69,000. from the Capital Stabilization and Investment Fund, to be expended by the Department of Public Works Director, with the approval of the Water and Sewer Commission, to install a new drainage system on Pond Road that will prevent hazardous materials from getting into the water system, with unexpended funds as of June 30, 2018 being returned to their funding source.

ARTICLE 28: REPLACEMENT OF PLAYGROUND EQUIPMENT

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 replace the playground equipment at the Town Beach, with any unexpended funds as of June 30, 2017 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 Theresa Jardon, 80 Bolton Road, Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3 yes that the Town vote to transfer \$25,000. from the Capital Stabilization and Investment Fund, to be expended by the Park and Recreation Commission, to replace the playground equipment at the Town Beach, with any unexpended funds as of June 30, 2017 being returned to their funding source.

ARTICLE 29: TRACTOR WITH FRONT END LOADER & SNOW BLOWER

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 Superintendent, with the approval of the School Committee, to purchase a new tractor for the School Department, with any unexpended funds as of June 30, 2017 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)

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

Voted greater than 2/3 yes that the Town vote to transfer \$31,000. from the Capital Stabilization and Investment Fund, to be expended by the School Superintendent, with the approval of the School Committee, to purchase a new tractor for the School Department, with any unexpended funds as of June 30, 2017 being returned to their funding source.

ARTICLE 30: BELLEVUE CEMETERY ROAD PAVING

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 Department of Public Works Director, with the approval of the Cemetery Commission, to pave the roads in Bellevue Cemetery, with any unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Cemetery Commissioners)

On a motion by John Spero, 22 Deerfoot Trail, Cemetery Commission, and seconded,

Voted unanimously yes that the Town vote to transfer \$50,000. from the Sale of Cemetery Lots Fund, to be expended by the Department of Public Works Director, with the approval of the Cemetery Commission, to pave the roads in Bellevue Cemetery, with any unexpended funds as of June 30, 2018 being returned to their funding source.

ARTICLE 31: 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 \$20,000 or greater and/or having a useful life of at least 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)

The following motion was made by Deborah Ricci, 19 East Bare Hill Road, Capital Planning and Investment Committee, and seconded,

I move the Town amend the Code of the Town of Harvard, Chapter 17, Capital Planning and Investment Fund, section 17-2. Duties, paragraph A by making the revisions thereto as printed on Page 43 of the Warrant and Finance Committee Report for the 2016 Annual Town Meeting.

Voted majority yes that 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:

- 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 \$20,000 or greater and having a useful life of at least 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.

Approved by the Attorney General on July 25, 2016.

**ARTICLE 32: HOME RULE PETITION – ENCOURAGE SMALL BUSINESS
PARTICIPATION AND PRIVATE FUNDING ON LOCAL PROJECTS**

To see if the Town will vote to authorize the Board of Selectmen to file a Home Rule Petition with the General Court of the Commonwealth to enact a special act, notwithstanding the provisions of any general or special law to the contrary, which will allow the Town of Harvard to be exempt from Sections 26 through 27H of Chapter 149 and Section 39M of Chapter 30 of the Massachusetts General Laws for projects estimated to cost \$50,000 or less; and to allow any and all leasehold improvements without the use of public funds undertaken on public property within the Town of Harvard by private parties to be exempt from Section 38K of Chapter 7 and Chapters 149 and Chapter 30, Section 39M of the Massachusetts General Laws, or pass any vote or votes in relation thereto.

(Inserted by the Board of Selectmen)

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

I move the Town authorize the Board of Selectmen to file a Home Rule Petition with the General Court of the Commonwealth to enact a special act, with the provisions as printed in Article 32 on Page 44 of the Warrant and Finance Committee Report for the 2016 Annual Town Meeting.

Voted majority yes that the Town authorize the Board of Selectmen to file a Home Rule Petition with the General Court of the Commonwealth to enact a special act, notwithstanding the provisions of any general or special law to the contrary, which will allow the Town of Harvard to be exempt from Sections 26 through 27H of Chapter 149 and Section 39M of Chapter 30 of the Massachusetts General Laws for projects estimated to cost \$50,000 or less; and to allow any and all leasehold improvements without the use of public funds undertaken on public property within the Town of Harvard by private parties to be exempt from Section 38K of Chapter 7 and Chapters 149 and Chapter 30, Section 39M of the Massachusetts

General Laws.

ARTICLE 33: Charter Committee to prepare "home rule petition" charter, a.k.a. "special act charter"

To see if the Town will vote to create a Charter Committee to prepare a "home rule petition" charter for the Town of Harvard. The Committee shall comprise nine (9) members, all registered voters of the Town of Harvard, appointed by the Moderator to serve until such time as the charter is adopted, or deemed by the committee unable to be adopted. Committee to operate as follows:

- All committee deliberation shall be according to Open Meeting Law, M.G.L. c. 30A, §§ 18-25 (Effective July 1, 2015)
- First public hearing to be held not more than 45 days after committee is created, to invite public input to the scope of the committee's work.
- All public hearings to be posted at least ten (10) days prior to each hearing.
- Preliminary report to be published at least two months prior to 2017 annual town meeting, to include committee's preliminary recommendations including the text of proposed charter. Public hearing to be held to give voters an opportunity to comment, and to give committee an opportunity to respond, before publishing final recommendations.
- Committee shall hold a public hearing and publish final recommendations at least two weeks prior to 2017 town meeting, in a form suitable to be voted by town meeting for enactment by the legislature as a "special act charter", subject to confirmation by town election ballot.

In the event the "home rule charter" ballot question requested by petition is approved at the April 12, 2016 Town Election, and a Charter Commission has been elected, this article will be nullified, no committee will be appointed, and the Charter Commission will proceed according to MGL 43B.

(Inserted by Citizen Petition)

The following motion was made by Worth Robbins, 115 Massachusetts Avenue, and seconded,
I move that the Town create a Charter Committee, as printed in the Warrant.

The following motion was made by Worth Robbins, 115 Massachusetts Avenue, and seconded,
I move to amend article #33 by deleting in their entirety the 4th and 5th bullet points and replacing them with the following:

- Preliminary report to be available by January 16, 2017, with public hearing to be held to give voters an opportunity to comment, and to give committee an opportunity to respond, before publishing final report, in a form suitable to be voted by Town Meeting as petition

to the legislature for enactment as a "special act charter". Final report to be ready by February 27, 2017 so that it may be included in the Finance Committee's Book, and mailed to all households at least two weeks before Town Meeting. Charter Committee to hold at least one interactive informational public hearing no less than one week prior to Town Meeting.

The amendment was accepted.

Voted majority yes the Town create a Charter Committee to prepare a "home rule petition" charter for the Town of Harvard. The Committee shall comprise nine (9) members, all registered voters of the Town of Harvard, appointed by the Moderator to serve until such time as the charter is adopted, or deemed by the committee unable to be adopted. Committee to operate as follows:

- All committee deliberation shall be according to Open Meeting Law, M.G.L. c. 30A, §§ 18-25 (Effective July 1, 2015)
- First public hearing to be held not more than 45 days after committee is created, to invite public input to the scope of the committee's work.
- All public hearings to be posted at least ten (10) days prior to each hearing.
- Preliminary report to be available by January 16, 2017, with public hearing to be held to give voters an opportunity to comment, and to give committee an opportunity to respond, before publishing final report, in a form suitable to be voted by Town Meeting as petition to the legislature for enactment as a "special act charter". Final report to be ready by February 27, 2017 so that it may be included in the Finance Committee's Book, and mailed to all households at least two weeks before Town Meeting. Charter Committee to hold at least one interactive informational public hearing no less than one week prior to Town Meeting.

In the event the "home rule charter" ballot question requested by petition is approved at the April 12, 2016 Town Election, and a Charter Commission has been elected, this article will be nullified, no committee will be appointed, and the Charter Commission will proceed according to MGL 43B.

ARTICLE 34: TOWN ADMINISTRATOR ADDITIONAL AUTHORITY SPECIAL ACT

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth to enact a special act substantially the same as the following act, or take any other action in relation thereto.

An Act authorizing the granting of additional authority by Harvard Board of Selectmen to the Harvard Town Administrator

Be it enacted, etc., as follows:

Section 1. Upon the effective date of this act, the Board of Selectmen, by majority vote, may delegate additional authority to the Town Administrator as pursuant to the provisions of this act. To the extent that the provisions of this act are inconsistent with any general or special law the provisions of this act shall govern.

Section 2. Except as provided herein, nothing in this act shall affect the authority, duties and terms of office of any appointed or elected official of the town..

Section 3. The executive powers of the town shall continue to be vested in the Board of Selectmen which shall serve as the chief policymaking board of the town. Said Board of Selectmen shall continue to have and to exercise all the powers and duties vested in boards of selectmen under the General Laws or by vote of the town, except as otherwise provided herein.

Section 4. The Board of Selectmen shall appoint, for a term of three years, a Town Administrator who shall be eligible for reappointment for successive terms of not more than three years each. The Town Administrator shall perform such other duties as deemed necessary or as may be authorized by this act, by by-law, Town Meeting vote or vote of the Board of Selectmen. Before entering upon the duties of his office, the town administrator shall be sworn to the faithful and impartial performance thereof by the Town Clerk.

Section 5. Subject to approval by the Board of Selectmen, the Town Administrator shall designate a qualified person other than a Selectman, the Town Moderator, a member of the School Committee or of the Finance Committee to perform the Town Administrator's duties during his/her temporary absence or disability.

Section 6. The Town Administrator may be granted the authority, by the Board of Selectmen, to appoint all employees under the jurisdiction of the Board of Selectmen. Additionally, this appointing authority may be granted by the Town Administrator to Department Heads under his/her supervision subject to his/her approval. Fire Department employees lower in rank than the Fire Chief shall continue to be appointed by the Fire Chief. Appointments to the following positions by the Town Administrator shall be subject to confirmation by the Board of Selectmen.

- a. Ambulance Director
- b. Council on Aging Director
- c. DPW Director
- d. Finance Director
- e. Fire Chief
- f. Police Chief
- g. Town Counsel
- h. Treasurer/Tax Collector

Section 7. The Board of Selectmen may delegate the authority to the Town Administrator to act in its behalf on all disciplinary matters relative to all employees under the jurisdiction of the Board of Selectmen.

Section 8. The Board of Selectmen may delegate the authority to the Town Administrator to approve the payroll and vendor warrants on behalf of the Board of Selectmen. In the absence of the Town Administrator, these warrants shall be approved by any member of the Board of Selectmen.

Section 9. The Board of Selectmen may grant the authority to the Town Administrator to approve all operating and capital budget requests prior to submission to the Board of Selectmen for all departments, boards and committees under the jurisdiction of or appointed by the Board of Selectmen. Said budgets will be approved by the Board of Selectmen prior to submission to the Finance Committee or Capital Planning and Investment Committee as appropriate.

Section 10. Subject only to the express prohibition in a General Law or this act to do so, the Town Meeting may, by by-law, reorganize, consolidate or abolish, create, merge or divide or alter the term of office, the manner of selection, or if a multiple member body, the number of members of any town body, in whole or in part, or establish new agencies and may prescribe the functions, powers, duties and responsibilities of any such agency.

Section 11. This act shall take effect 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 in the words of the article as printed in the 2016 Annual Town Meeting Warrant Page 45.

A motion made by Perry Wotring, 21 Quarry Lane, to amend the article by considering section 8 separately, was seconded,

Voted majority yes to divide the question.

Voted majority no [DOES NOT PASS] to approve the article without section 8 [1,2,3,4,5,6,7,9,10,11].

The Moderator asked the meeting to consider the divided article [Article 34A] which included sections 1,2,8,and 11.

A motion made by Lucas Thayer, 92 South Shaker Road, to add section 10 to 34A was voted majority no.

Voted majority yes to authorize the Board of Selectmen to petition the General Court of the Commonwealth to enact a special act as follows:

An Act authorizing the granting of additional authority by Harvard Board of Selectmen to the Harvard Town Administrator

Be it enacted, etc., as follows:

Section 1. Upon the effective date of this act, the Board of Selectmen, by majority vote, may delegate additional authority to the Town Administrator as pursuant to the provisions of this act. To the extent that the provisions of this act are inconsistent with any general or special law the provisions of this act shall govern.

Section 2. Except as provided herein, nothing in this act shall affect the authority, duties and terms of office of any appointed or elected official of the town.

Section 3. The Board of Selectmen may delegate the authority to the Town Administrator to approve the payroll and vendor warrants on behalf of the Board of Selectmen. In the absence of the Town Administrator, these warrants shall be approved by any member of the Board of Selectmen.

Section 4. This act shall take effect upon passage.

ARTICLE 35: CHANGE MODE OF SELECTION OF TOWN CLERK

To see if the Town will vote to change the mode of selection of the Town Clerk from election by ballot at the Annual Town Election to appointment by the Board of Selectmen, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

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

Voted 96 yes, 81 no the Town vote to change the mode of selection of the Town Clerk from election by ballot at the Annual Town Election to appointment by the Board of Selectmen.

ARTICLE 36: CHANGE MODE OF SELECTION OF CONSTABLES

To see if the Town will vote to change the mode of selection of the Constable from election by ballot at the Annual Town Election to appointment by the Board of Selectmen, 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 89 yes, 103 no **[DOES NOT PASS]** that the Town change the mode of selection of the Constable from election by ballot at the Annual Town Election to appointment by the Board of Selectmen.

ARTICLE 37: COMMUNITY PRESERVATION COMMITTEE REPORT

To see if the Town will vote to accept the report and recommendations of the Community Preservation Committee on the Fiscal Year 2017 Community Preservation Budget, or pass any vote or votes in relation thereto.

(Inserted by the Community Preservation Committee)

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

Voted majority yes that the Town hear the report and recommendations of the Community Preservation Committee on the Fiscal Year 2017 Community Preservation Budget.

ARTICLE 38: COMMUNITY PRESERVATION COMMITTEE – EXTEND SUNSET DATE

To see if the Town will vote to extend the sunset date on Article 33, Replace Windows at Hildreth House, of the April 2014 Annual Town Meeting from June 30, 2016 to June 30, 2017, or pass any vote or votes in relation thereto.

(Inserted by Community Preservation Commission)

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

Voted unanimously yes that the Town vote to extend the sunset date on Article 33, Replace Windows at Hildreth House, of the April 2014 Annual Town Meeting from June 30, 2016 to June 30, 2017.

ARTICLE 39: COMMUNITY PRESERVATION COMMITTEE ADMINISTRATIVE EXPENSES

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund 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, 2017 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by the Community Preservation Committee)

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

Voted majority yes that the Town appropriate and transfer from Fiscal 2017 Community Preservation Revenues \$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, 2017 being returned to their funding source.

ARTICLE 40: HARVARD MUNICIPAL AFFORDABLE HOUSING TRUST FUND

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund the sum of \$26,100 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 Didi Chadran, 206 Stow Road, Community Preservation Committee, and seconded,

Voted majority yes that the Town appropriate and transfer from the Community Preservation Fund Fiscal Year 2017 revenues \$26,100 which shall be deposited in the Town of Harvard Municipal Affordable Housing Trust Fund.

ARTICLE 41: INVASIVE PLANT MANAGEMENT

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund the sum of \$26,100 to be expended by the Conservation Commission for the purpose of controlling invasive plants on conservation land, with unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Conservation Commission and Community Preservation Committee)

On a motion by Joanne Ward, 19 Eldridge Road, Community Preservation Committee, and seconded,

Voted majority yes that the Town appropriate and transfer from the Community Preservation Fund Fiscal Year 2017 Revenues \$26,100 to be expended by the Conservation Commission for the purpose of controlling invasive plants on conservation land, with unexpended funds as of June 30, 2019 being returned to their funding source.

ARTICLE 42: PRESERVATION OF HISTORIC TOWN DOCUMENTS

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund the sum of \$26,100 to be expended by the Town Clerk for the purpose of preserving and restoring historic town documents with unexpended funds as of June 30, 2017 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by Town Clerk and Community Preservation Committee)

On a motion by Pamela Marston, 47 Madigan Lane, Harvard Historical Commission and Community Preservation Committee, and seconded,

Voted majority yes that the Town appropriate and transfer from the Community Preservation Fund Fiscal Year 2017 Revenues \$26,100 to be expended by the Town Clerk for the purpose of preserving and restoring historic town documents with unexpended funds as of June 30, 2017 being returned to their funding source.

ARTICLE 43: AMEND FUNDING SOURCES FOR TOWN HALL RENOVATION PROJECT

To see if the Town will vote to amend its vote under Article 18 of the Warrant for the 2012 Town of Harvard Annual Town Meeting held on April 28, 2012 by reducing the amount to be borrowed pursuant to the provisions of Massachusetts General Laws Chapter 44B, Section 11 from \$1,000,000 to \$700,000 for a reduction of \$300,000 and by transferring \$300,000 from the Community Preservation Fund and revenues to compensate for said reduction in the amount to be so borrowed.
(Inserted by Community Preservation Committee)

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

Voted majority yes that the Town amend its vote under Article 18 of the Warrant for the 2012 Town of Harvard Annual Town Meeting held on April 28, 2012 by reducing the amount to be borrowed pursuant to the provisions of Massachusetts General Laws Chapter 44B, Section 11 from \$1,000,000 to \$700,000 for a reduction of \$300,000 and by transferring \$200,000 from unreserved funds in the Community Preservation Fund and \$100,000 from the Community Preservation Fund Fiscal Year 2017 revenues to compensate for said reduction in the amount to be so borrowed.

ARTICLE 44: PAYMENT OF DEBT ON TOWN HALL RENOVATION

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund the sum of \$63,000, to be expended by the Town for payment of debt for the renovation of Town Hall, 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 majority yes that the Town appropriate and transfer from the Community Preservation Fund Fiscal Year 2017 revenues \$63,000, to be expended by the Town for payment of debt service costs for bonds issued to fund the renovation of Town Hall.

ARTICLE 45: 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 balance of this account not to exceed \$35,000 in Fiscal Year 2017;
- 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 balance of this account not to exceed \$25,000 in Fiscal Year 2017;
- 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 balance of this account not to exceed \$50,000 in Fiscal Year 2017;
- 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 balance of this account not to exceed \$15,000 in Fiscal Year 2017;

5) continue the Revolving Fund account as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund advertising, professional and/ or legal opinions and any other activity required to be paid for by an applicant with the balance of this account not to exceed \$1,000 in Fiscal Year 2017, and

6) continue the Revolving Fund account as allowed by Chapter 30 of the Acts of 2014 for Tax Title collections,

or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

The following motion was made by Alice von Loesecke, Finance Committee, 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 48 of the Warrant and Finance Committee Report for the 2016 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 balance of this account not to exceed \$35,000 in Fiscal Year 2017;

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 balance of this account not to exceed \$25,000 in Fiscal Year 2017;

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 balance of this account not to exceed \$50,000 in Fiscal Year 2017;

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 balance of this account not to exceed \$15,000 in Fiscal Year 2017;

5) continue the Revolving Fund account as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund advertising, professional and/ or legal opinions and any other activity required to be paid for by an applicant with the balance of this account not to exceed \$1,000 in Fiscal Year 2017, and

6) continue the Revolving Fund account as allowed by Chapter 30 of the Acts of 2014 for Tax Title collections.

ARTICLE 46: AMEND ARTICLE 29 OF THE MAY 2010 ANNUAL TOWN MEETING

To see if the Town will vote to amend its vote under Article 29 of the Warrant for the May 2010 Annual Town Meeting, Resolution to Proactively Pursue Commercial Development in Harvard's Commercial District, by deleting section (1) in its entirety which will effectively abolish the Economic Development Committee (EDC), or pass any vote or votes in relation thereto.
(Inserted by Board of Selectmen)

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

Voted majority yes that the Town vote to amend its vote under Article 29 of the Warrant for the May 2010 Annual Town Meeting, Resolution to Proactively Pursue Commercial Development in Harvard's Commercial District, by deleting section (1) in its entirety which will effectively abolish the Economic Development Committee (EDC).

ARTICLE 47: EMT PER-CALL STIPENDS

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 Harvard Ambulance Service, subject to a fee schedule approved by the Board of Selectmen, to provide per-call stipends to Emergency Medical Technicians and Drivers, with unexpended funds as of June 30, 2017 returning 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 majority yes that the Town appropriate \$60,000 to be expended by the Harvard Ambulance Service, subject to a fee schedule approved by the Board of Selectmen, to provide per-call stipends to Emergency Medical Technicians and Drivers, with unexpended funds as of June 30, 2017 returning to their funding source, and that said appropriation be provided by transferring \$60,000 from the Ambulance Receipts Reserved Account.

ARTICLE 48: HARVARD CABLE TELEVISION STATION MANAGER

To see if the Town will vote to create a Harvard Cable Television Station Manager position, to be paid from revenues generated through the Town's cable contract with Charter Communications, Inc., 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 create a Harvard Cable Television Station Manager position, to be paid from revenues generated through the Town's cable contract with Charter Communications, Inc.

ARTICLE 49: 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 2017, as an independent contractor, with unexpended funds as of June 30, 2017 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Planning Board)

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

I move that Town vote to raise and appropriate \$52,000. to continue the position of Town Planner in Fiscal Year 2017, as an independent contractor, with unexpended funds as of June 30, 2017 being returned to their funding source.

A motion by Billy Salter, 3 Elm Street, to amend the amount from \$52,000. to \$60,000. was seconded, and passed majority yes.

Voted majority yes that the Town raise and appropriate \$60,000. to continue the position of Town Planner in Fiscal Year 2017, as an independent contractor, with unexpended funds as of June 30, 2017 being returned to their funding source.

ARTICLE 50: APPOINTED BOARD MEMBERS MEETING ATTENDANCE

To see if the Town will vote to amend the Code of the Town of Harvard by adding thereto the following new Chapter:

Chapter 10 – Appointed Board Members Meeting Attendance

§10.1 Meeting Attendance. Members of appointed public bodies shall attend all regularly scheduled meetings of the public body unless they are unable to do so for reasons beyond their control. If a member of an appointed body is absent from thirty percent (30%) or more of the regularly scheduled meetings of the public body, the Chair or a majority of a quorum of the public body shall send a written notice of such member's absences to the public body's appointing authority.

§10.2 Removal of Frequently Absent Members of Public Bodies. Upon receipt of a written notice pursuant to Section 10.1 of this Chapter, the appointing authority of the public body may remove the member so absent by written notice to such member, a copy of which notice shall be filed with the Town Clerk, whereupon the frequently absent member's removal from the public body shall become effective. Thereafter, the appointing authority shall fill the vacancy created by such member's removal in due course.

Or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

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

I move that the Town amend the Code of the Town of Harvard by adding thereto the new Chapter 10 – Appointed Board Members Meeting Attendance as printed on page 49 of the Warrant and Finance Committee Report for the 2016 Annual Town Meeting.

The following motion was made by Paul Green, 288 Old Littleton Road, seconded, and accepted by the Board of Selectmen,

I move to amend the motion by adding, in section 10.2, after the first comma, "and after offering the member an opportunity to respond,"

Following a question by Bruce Nickerson, 212 Stow Road, regarding section 10.1, "30% of what?", the Board of Selectmen recommended changing the wording to the following,

Thirty percent (30%) or more of the regularly scheduled meetings of the public body "over a twelve (12) month period,"

The following motion was made by Tom Gormley, 46 Warren Avenue, seconded, and accepted by the Board of Selectmen,

I move to amend the motion by adding, at the end of section 10.1, "...with a recommendation."

Voted majority yes to amend the Code of the Town of Harvard by adding thereto the following new Chapter:

Chapter 10 – Appointed Board Members Meeting Attendance

§10.1 Meeting Attendance. Members of appointed public bodies shall attend all regularly scheduled meetings of the public body unless they are unable to do so for reasons beyond their control. If a member of an appointed body is absent from thirty percent (30%) or more of the regularly scheduled meetings of the public body over a twelve (12) month period, the Chair or a majority of a quorum of the public body shall send a written notice of such member's absences to the public body's appointing authority with a recommendation.

§10.2 Removal of Frequently Absent Members of Public Bodies. Upon receipt of a written notice pursuant to Section 10.1 of this Chapter, and after offering the member an opportunity to respond, the appointing authority of the public body may remove the member so absent by written notice to such member, a copy of which notice shall be filed with the Town Clerk, whereupon the frequently absent member's removal from the public body shall become effective. Thereafter, the appointing authority shall fill the vacancy created by such member's removal in due course.

Approved by the Attorney General on July 25, 2016.

ARTICLE 51: AMEND THE PROTECTIVE BYLAW 125-3 EXISTING LOTS, STRUCTURES AND USES

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 the figures within Section 125-3, thereof regarding pre-existing non-conforming structures, or take any vote or votes in relation thereto.

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

Figure 1

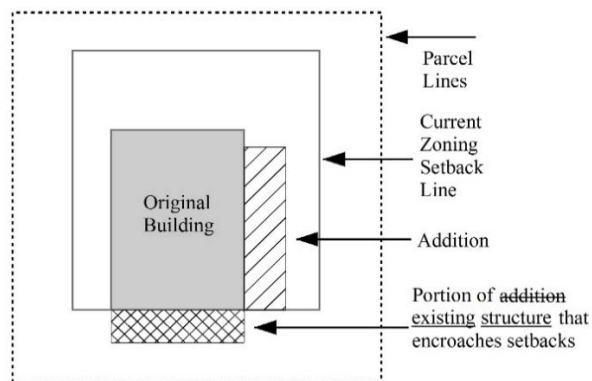


Figure 2

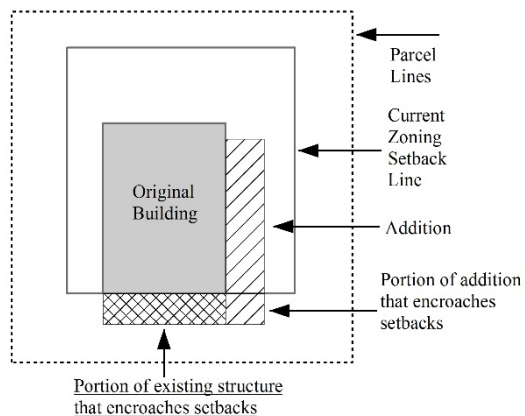
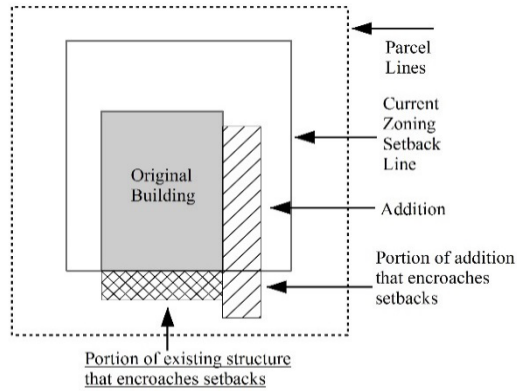


Figure 3



(Inserted by Planning Board)

The following motion was made by Michelle Catalina, 37 Old Littleton 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 the figures in Section 125-3 thereof regarding pre-existing non-conforming structures as printed on Page 50 of the Warrant and Finance Committee Report for the 2016 Annual Town Meeting.

Voted greater than 2/3 yes to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by making the following revisions to the figures within Section 125-3, thereof regarding pre-existing non-conforming structures, or take any vote or votes in relation thereto.

Figure 1

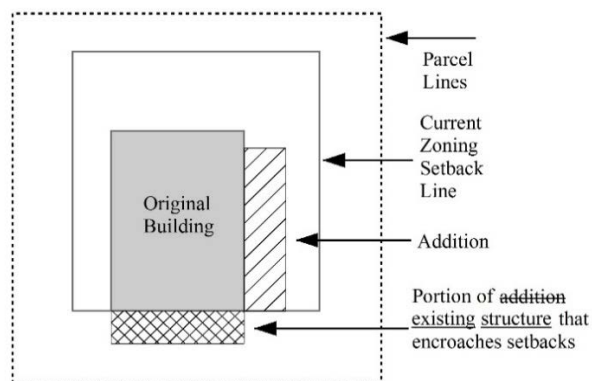


Figure 2

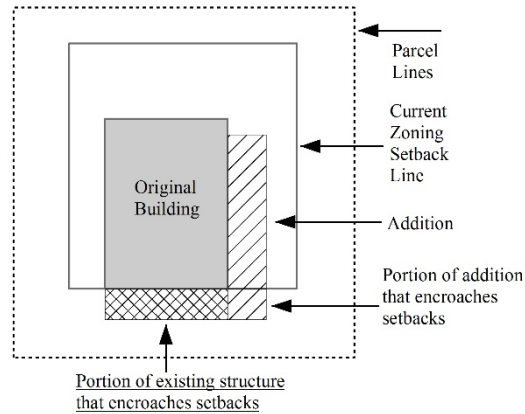
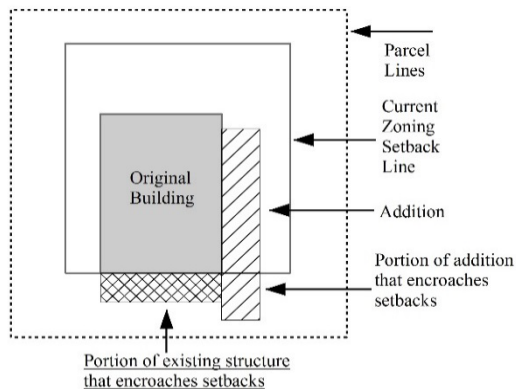


Figure 3



The Planning Board voted 4 - 0 to recommend this article.

Approved by the Attorney General on July 25, 2016.

ARTICLE 52: AMEND THE PROTECTIVE BYLAW 125-2, 125-13 AND 125-52 ASSISTED LIVING FACILITIES

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 in regards to Assisted Living Facilities, or take any vote or votes in relation thereto.

(1) By adding the following new definition to §125-2 Definitions, for Assisted Living Facilities:

ASSISTED LIVING FACILITY – A combination of housing, support services, and health care designed to respond to the needs of those who require help in activities of daily living. Such facilities may include common dining and recreation areas, and may offer transportation services. Accessory uses may include beauty salons, medical offices, and other uses customarily incidental to assisted living facilities. The Mass. Department of Elder Affairs certifies assisted living facilities pursuant to Chapter 19D of the General Laws.

- (2) By adding the following new use to §125-13, Medium Scale Commercial Uses for Assisted Living Facilities:

AA. Assisted Living Facilities

- (3) By adding the following new section to §125-52 Ayer Road Village Special Permit:

- I. **Assisted Living Facility.** An assisted living facility may be permitted in an ARV-SP as a stand-alone use or as part of a mixed-used development. The lot shall have a minimum of five acres within the Commercial District. The maximum building size shall be 50,000 square feet. The following additional standards shall apply:
- (1) At least fifty percent (50%) of the development shall be open space, of which not more than half shall be wetland. The open space calculation may include land within required setbacks.
 - (2) No dwelling shall be located closer than 100 feet to an AR district boundary, and no parking area or accessory structure shall be located closer than 60 feet to an AR district boundary.
 - (3) Permitted accessory structures include maintenance buildings, and other customary accessory structures for use of the residents and staff.
 - (4) The proponent shall submit a fiscal impact analysis demonstrating likely revenues generated by the development and the estimated costs of providing municipal services. For uses exempt from local property taxes, the Board of Selectmen may negotiate a tax agreement for payment in lieu of taxes to offset the Town's costs of providing services to the development.

(Inserted by Planning Board)

The following motion was made by Michelle Catalina, 37 Old Littleton 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 thereto and adding thereto the provisions regarding assisted living facilities as printed on the yellow handout available and distributed at this town meeting, with one change. In section I, change 5,000 square feet to 3,500 square feet.

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 in regards to Assisted Living Facilities.

- (1) By adding the following new definitions to §125-2 Definitions, for Assisted Living Facility and Assisted Living Unit:

Assisted living facility - any entity, however organized, whether conducted for profit or not for profit, which is certified by the Executive Office of Elder Affairs and which meets all of the following criteria:

1. provides room and board; and

2. provides, directly by employees of the entity or through arrangement with another organization which the entity may or may not control or own, assistance with activities of daily living for three or more adult residents who are not related by consanguinity or affinity to their care provider; and
3. collects payments or third party reimbursements from or on behalf of residents to pay for the provision of assistance with the activities of daily living or arranges for the same.

Assisted Living Unit - a portion of an assisted living facility designed for and occupied pursuant to residency agreements by one or more individuals as the private living quarters of such individuals.

(2) By adding the following new use to A §125-13, Medium Scale Commercial Uses for Assisted Living Facilities:

AA. Assisted Living Facilities

(3) By adding the following new subsection 'I' to §125-52, Ayer Road Village Special Permit:

I. Assisted Living Facility. An assisted living facility may be permitted in an ARV-SP as a stand-alone use or as part of a mixed-used development. The lot on which an assisted living facility is located shall have a minimum land area of one and one-half (1.5) acres and at least 3,500 square feet of land area for each assisted living unit, inclusive of the 1.5 acres minimum land area, within the Commercial District and shall comply with all dimensional requirements for lots set forth in § 125-29. The maximum building size shall be 55,000 square feet of gross floor area. The following additional standards shall apply:

- (1) At least fifty percent (50%) of the development shall be open space, of which not more than half shall be wetland. The open space calculation may include land within required setbacks.
- (2) Unless otherwise modified by the Planning Board per §125-52G(1)(c), no building shall be located closer than 100 feet to an AR district boundary, and no parking area or accessory structure shall be located closer than 60 feet to an AR district boundary.
- (3) Permitted accessory structures include maintenance buildings, and other customary accessory structures for use of the residents and staff.
- (4) The proponent shall be required to pay for an independent fiscal impact analysis, to be contracted by the Planning Board, which shall demonstrate likely revenues generated by the development and the estimated costs of providing municipal services. The Board of Selectmen may negotiate and enter into an agreement with the developer or owner of an assisted living facility which provides for, among other things, for payments to the Town to offset the Town's costs of providing services to the development and/or for the provision of services to the development by service providers other than the Town at the developer's expense.

The Planning Board voted 4 - 0 to recommend this article.

Approved by the Attorney General on July 25, 2016.

ARTICLE 53: AMEND THE PROTECTIVE BYLAW 125-30E AND 125-39C, COMMERCIAL DEVELOPMENT

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 in regards to Commercial Development, or take any vote or votes in relation thereto.

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

(1) To see if the Town will vote to amend §125-30E (3) to eliminate the current side and rear setback requirement, i.e. 20% of the required lot width or of (maximum) lot width, to 20' from side and rear property lines, and secondly in the Commercial district, to increase the setback from abutting property in an AR or MR District from 60' to 100', as follows:

125-30E(3) Except for the Commercial district, structures other than fences, signs, and poles shall be set back from the lot boundaries by at least 20% of required lot width or of (maximum) lot width, whichever is lesser. In the Commercial District such structures shall be set back 20 feet from side and rear property lines. If property use is subject to §125-39, Site standards, such setback shall be at least 60 feet from abutting property in an AR or MR District. In the Commercial district, if property use is subject to §125-39, Site standards, such setback shall be at least 100 feet from abutting property in an AR or MR District. For an institutional use by the Town of Harvard ...

(2) By amending Section 125-30E(4) to eliminate the current minimum front setback of 125' from the centerline of Ayer Road to a minimum of 20', and a maximum of 50', from the front lot line, as follows:

125-30E (4) Structures other than fences, signs, and poles shall be set back from the center line of any roadway, provision for future roadway, or easement or right-of-way for vehicular access connecting three or more lots to the street, by at least 75 feet. Such setback shall also apply to swimming pools. However, except for swimming pools, such setbacks do not apply for roads serving only lots in an OSC-PRD. Excluding the Commercial District, Aalong arterial streets or if property use is subject to §125-39, Site standards, such setbacks shall be at least 125 feet. In the Commercial District such structures shall be set back from the front lot line a minimum of 20 feet and a maximum of 50 feet. However, for an institutional use by the Town of Harvard ...

(3) By amending Section 125-39C(2) to lower the "green area" requirement for lots in the Commercial district to 50% of lot area, as follows:

125-39C(2) All lots developed under the provisions of the commercial uses sections (§§125-12, 125-13 and 125-14) shall provide a green area consisting of at least 50% of total lot area, ~~plus 25% of lot land area in excess of three acres.~~ Further, all

required setbacks shall be landscaped, planted as green space, or, where feasible, retained in a natural vegetative state.

(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 Protective Bylaw, by making the revisions to Sections 125-30E and 125-39C thereof regarding commercial development as printed on the cream handout 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 in regards to Commercial Development.

Amend §125-30E(3) to change the current side and rear setback requirement in the Commercial District, from 20% of the required lot width or of (maximum) lot width, to at least 20' from side and rear property lines, as follows:

(3) Except for the Commercial district, structures other than fences, signs, and poles shall be set back from the lot boundaries by at least 20% of required lot width or of (maximum) lot width, whichever is lesser. In the Commercial District such structures shall be set back at least 20 feet from side and rear property lines. If property use is subject to §125-39, Site standards, such setback shall be at least 60 feet from abutting property in an AR or MR District. For an institutional use by the Town of Harvard.

By amending Section 125-30E(4) to change the current minimum front setback requirement in the Commercial District, from 125' from the centerline of Ayer Road, to 20' from the front lot line, as follows:

(4) Structures other than fences, signs, and poles shall be set back from the center line of any roadway, provision for future roadway, or easement or right-of-way for vehicular access connecting three or more lots to the street, by at least 75 feet. Such setback shall also apply to swimming pools. However, except for swimming pools, such setbacks do not apply for roads serving only lots in an OSC-PRD. Excluding the Commercial District, along arterial streets or if property use is subject to §125-39, Site standards, such setbacks shall be at least 125 feet. In the Commercial District such structures shall be set back from the front lot line a minimum of 20 feet. However, for an institutional use by the Town of Harvard.

By amending Section 125-39C(2) to change the "green area" requirement for lots in the Commercial District, from at least 50% of total lot area, plus 25% of lot land area in excess of three acres, to at least 50% of total lot area, as follows:

(2) All lots developed under the provisions of the commercial uses sections (§§125- 12, 125-13, and 125-14) shall provide a green area consisting of at least 50% of total lot area, plus

25% of lot land area in excess of three acres. Further, all required setbacks shall be landscaped, planted as green space, or, where feasible, retained in a natural vegetative state.

The Planning Board voted 4 - 0 to recommend this article.

Approved by the Attorney General on July 25, 2016.

ARTICLE 54: AMEND THE PROTECTIVE BYLAW 125-32C SEWAGE AND OTHER POTENTIAL SOURCES OF CONTAMINATION – SETBACKS

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 125-32C, thereof regarding setbacks, or take any vote or votes in relation thereto.

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

C. Setbacks

(5) For the purpose of the subsection (only), “street” includes any street, as defined in this bylaw; any provision for any future street; and any easement or right-of-way for vehicular access (including driveway) connecting two or more lots to the street. The term “absorption area” is the plan projection of the bottom of the excavation for the leaching facility as described in Title ~~V-5~~ of the State Environmental Code ~~(1978)~~. (1995 or as revised).

- (6) The provisions of this subsection do not apply to ~~revisions the upgrade (as defined by Title 5) of sewage systems which existed on March 31, 1984, and remains in use; or to the installation or revision of a sewage system in accordance with a valid unexpired permit from the Board of Health issued upon an application made prior to June 3, 1984; or to for an existing structure or dwelling, or would~~ restrict the execution of a mandatory order of the Board of Health to abate or forestall a threat or nuisance to health.

(Inserted by Planning Board)

The following motion was made by Michelle Catalina, 37 Old Littleton 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 125-32C thereof regarding setbacks as printed on Page 53 of the Warrant and Finance Committee Report for the 2016 Annual Town Meeting.

Voted greater than 2/3 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 125-32C, thereof regarding setbacks, or take any vote or votes in relation thereto.

C. Setbacks

(5) For the purpose of the subsection (only), “street” includes any street, as defined in this bylaw; any provision for any future street; and any easement or right-of-way for vehicular access (including driveway) connecting two or more lots to the street. The term “absorption area” is the plan projection of the bottom of the excavation for the leaching facility as described

in Title ~~V-5~~ of the State Environmental Code ~~(1978)~~ (1995 or as revised).

- (6) The provisions of this subsection do not apply to ~~revisions~~ the upgrade (as defined by Title 5) of sewage systems ~~which existed on March 31, 1984, and remains in use; or to the installation or revision of a sewage system in accordance with a valid unexpired permit from the Board of Health issued upon an application made prior to June 3, 1984; or to for an existing structure or dwelling, or would~~ restrict the execution of a mandatory order of the Board of Health to abate or forestall a threat or nuisance to health.

The Planning Board voted 4 - 0 to recommend this article.

Approved by the Attorney General on July 25, 2016.

ARTICLE 55: EROSION CONTROL BYLAW

To see if the Town will vote to amend the Code of the Town of Harvard, to include a new Chapter Erosion Control, or pass any vote or votes in relation thereto, by:

CHAPTER XXX EROSION CONTROL BYLAW

§XXX-1 Purpose

To protect the health, safety, environment and the property of residents of the Town of Harvard by regulating clearing and grading activities associated with land development. With due regard to the characteristics of the different parts of the Town, the purposes of this Chapter, among other things:

- A. To preserve existing trees and vegetation;
- B. To prevent erosion and the introduction of sedimentation into inland wetlands, ponds and other waterbodies;
- C. To protect the water quality of neighboring wetlands and surface waterbodies;
- D. To encourage the use of Best Management Practices that prevent and reduce nonpoint sources of pollutants;
- E. To minimize fragmentation of wildlife habitat;
- F. To limit land clearing and alteration of natural topography prior to development review;
- G. To protect specimen trees and significant forest communities from damage or excessive removal during site development;
- H. To promote land development and site planning practices that are responsive to the Town's scenic character without preventing reasonable development of land;

- I. To protect archeological and/or historic resources.

§XXX-2 Definitions

AGRICULTURE- Land in agriculture use means land presently and primarily used in production or raising agricultural commodities for commercial purposes.

APPLICANT - Any person proposing to engage in or engaged in any non-exempt clearing of trees or understory vegetation within the Town.

BEST MANAGEMENT PRACTICES (BMP's) - A structural, nonstructural, or managerial technique recognized to be the most effective and practical means to prevent and reduce nonpoint source pollutants. BMP's should be compatible with the productive use of the resource to which they are applied, and should be cost-effective.

CLEARING - Removal or causing to be removed, through either direct or indirect actions, trees, shrubs and/or topsoil from a site, or any material change in the use or appearance of the land. Actions considered to be clearing include, but are not limited to: causing irreversible damage to roots or trunks; destroying the structural integrity of vegetation; and/or any filling, excavation, grading, or trenching in the root area of a tree which has the potential to cause irreversible damage.

CLEARCUTTING- clearfelling, or clearcut logging is a forestry/logging practice in which most or all trees in an area are uniformly cut down

DRIP LINE - An area encircling the base of a tree which is delineated by a vertical line extending from the outer limit of a tree's branch tips down to the ground.

ESSENTIAL ROOT ZONE - An area located on the ground between the tree trunk and 10 feet beyond the drip line of a tree which is required for protection of a tree's root system.

EROSION- The process in which the ground surface is disturbed or worn by either natural forces Such as wind, water, ice, gravity, or by mechanical means.

DIAMETER/DIAMETER-BREAST HEIGHT (dbh) - The diameter of any tree trunk, measured at 4.5 feet above existing grade.

FILLING - The act of transporting or placing (by any manner or mechanism) material from, to, or on any soil surface or natural vegetation.

GRADING - Any excavating, filling, clearing, or the creation of impervious surface, or any combination thereof, which alters the existing surface of the land.

HAZARDOUS TREE - A tree with a structural defect or disease, or which impedes safe sight distance or traffic flow, or otherwise currently poses a threat to life or property.

PROTECTED TREE/VEGETATION - A tree or area of understory vegetation identified on an approved landscape plan to be retained and protected during construction.

SPECIMEN TREE - A native, introduced or naturalized, tree which is important because of its impact on community character, its significance in the historic/cultural landscape or its value in enhancing the effects of wildlife habitat. Any tree with a dbh of 6 inches or larger is eligible to be considered a specimen tree. Trees that have a small height at maturity or are slow growing, such as flowering dogwood or American holly with a dbh of 4 inches or larger are eligible to be considered specimen trees.

SIGNIFICANT FOREST COMMUNITY - Unfragmented forests including forest types that provide habitat for rare species, unusual ecological processes, highly diverse forest communities, rare forest types, and those forest types which maintain connections between similar or different habitat patches.

SITE – A site shall include the lot (locus) which includes clearings, structures and utility, temporary earthen disturbances, excavations and trenching locations at a minimum.

SLOPE - For the purposes of the erosion control provision, slope shall be measured using the two-foot contours on the required erosion control plan. The slope percentage will be the change in elevation divided by the shortest distance between two contour lines. Slope percentages may be averaged across specified horizontal distances.

UNDERSTORY VEGETATION - Small trees, shrubs, and groundcover plants, growing beneath and shaded by the canopy of trees.

§XXX-3 Applicability

No person shall undertake land clearing/grading activities of an area with greater than a 25% slope or 30,000 square feet or more on a single, or adjoining parcels without first obtaining an Erosion Control Permit from the Conservation Commission, unless specifically exempted under **§XXX-4** of this bylaw. Any owner, contractor or persons considering land clearing/grading as defined above shall submit an application for review in accordance with this Bylaw.

§XXX-4 Exemptions

The provisions of this Bylaw shall not apply to the following activities:

- A. The removal of hazardous trees.
- B. The routine maintenance of vegetation and removal of dead or diseased limbs and/or trees necessary to maintain the health of cultivated plants, to contain noxious weeds and/or vines in accordance with a Commonwealth of Massachusetts Department of Environmental Management (DEM) - approved Forest Management Plan.
- C. To remedy a potential fire hazard

- D. The construction and maintenance of public and private streets and utilities within town-approved roadway layouts and easements, approved in accordance with the Planning Board's Subdivision Rules and Regulations
- E. Work conducted in accordance with a valid earth removal permit issued by the Town of Harvard.
- F. Agricultural activities in existence at the time this Bylaw is adopted.
- G. Work conducted in accordance with an approved Natural Resource Conservation Service Agricultural Plan or agricultural uses on parcels of land of more than five acres as specified in Massachusetts General Laws Chapter 40A Section 3.
- H. Construction of any State or Town agency project approved by the Board of Selectmen.
- I. Non-commercial cutting for fuel, provided that clear-cutting does not occur.

§XXX-5 Regulations

- A. After public notice and public hearing, the Conservation Commission shall promulgate rules and regulations to effectuate the purposes of this bylaw, effective when adopted by the Commission and filed with the Town Clerk. Failure by the Commission to promulgate such rules and regulations or a legal declaration of their invalidity by a court of law shall not operate to suspend or invalidate the effect of this bylaw.
- B. At a minimum these regulations shall define key terms in this bylaw not inconsistent with the bylaw, and procedures governing the amount and filing of fees.

§XXX-6 Applications and Fees

- A. Written application shall be filed with the Conservation Commission to perform activities affecting areas protected by this bylaw. The application shall include such information and plans as are deemed necessary by the Conservation Commission to describe proposed activities and their effects on the areas. No activities shall commence without receiving and complying with written consent issued pursuant to this bylaw.
- B. At the time of an application, the applicant shall pay a filing fee as specified on the Erosion Control Application
- C. The Conservation Commission may waive the filing fee, consultant fee and costs and expenses for an application filed by a government agency, the Town, or a non-governmental organization working the interest of the Town.
- D. The Conservation Commission and/or Conservation Agent may post the site with a Stop Work order directing that all site disturbances in violation of this Chapter cease immediately. The issuance of a Stop Work order may include remediation or other

requirements which must be met before construction activities may resume. No person shall continue working in an area covered by a Stop Work order, except work required correcting an imminent safety hazard as directed by the Town.

§XXX-7 Review Standards

The applicant shall demonstrate that the following measures are employed in development of the site:

- A. Clearing for utility trenching shall be limited to the minimum area necessary to maneuver a backhoe or other construction equipment. Roots should be cut cleanly rather than pulled or ripped out during utility trenching. Tunneling for utilities installation should be utilized wherever feasible to protect root systems of trees.
- B. Sites shall be designed in such a way as to avoid impacts to rare and endangered species and wildlife habitat on a site, and to maintain contiguous forested areas.
- C. In the design of a site, priority shall be given to retention of existing stands of trees, trees at site perimeter, contiguous vegetation with adjacent sites (particularly existing sites protected through conservation restrictions), and specimen trees.
- D. Understory vegetation beneath the drip line of preserved trees shall also be retained in an undisturbed state. During clearing and/or construction activities, all vegetation to be retained shall be surrounded by temporary protective fencing or other measures before any clearing or grading occurs, and maintained until all construction work is completed and the site is cleaned up. Barriers shall be large enough to encompass the essential root zone of all vegetation to be protected. All vegetation within the protective fencing shall be retained in an undisturbed state.
- E. Development envelopes for structures, driveways, wastewater disposal, lawn areas and utility work shall be designated to limit clearing and grading.
- F. Other efforts to minimize the clearing and grading on a site associated with construction activities shall be employed, such as parking of construction vehicles, offices/trailers, stockpiling of equipment/materials, etc. in areas already planned for permanent structures. Topsoil shall not be stockpiled in areas of protected trees, wetlands, and/or their vegetated buffers.
- G. Finished grades should be limited to no greater than a 2:1 slope, while preserving, matching, or blending with the natural contours and undulations of the land to the greatest extent possible.
- H. The proper site management techniques that will be followed during construction:
 - (1) BMP's shall be employed to avoid detrimental impacts to existing vegetation, soil compaction, and damage to root systems; and

- (2) The extent of a site exposed at any one time shall be limited through phasing of construction operations. Effective sequencing shall occur within the boundaries of natural drainage areas.

I. Protection of the site during construction through adequate erosion and sedimentation controls:

- (1) Temporary or permanent diversions, berms, grassed waterways, special culverts, shoulder dikes or such other mechanical measures as are necessary may be required by the Commission to intercept and divert surface water runoff. Runoff flow shall not be routed through areas of protected vegetation or re-vegetated slopes and other areas. Temporary runoff from erosion and sedimentation controls shall be directed to BMP's such as vegetated swales. Retaining walls may be required where side slopes are steeper than a ratio of 2:1.
- (2) Erosion and sedimentation controls shall be constructed in accordance with the DEP Stormwater Guidance manual.
- (3) Erosion control measures shall include the use of erosion control matting, mulches and/or temporary or permanent cover crops. Mulch areas damaged from heavy rainfalls, severe storms and construction activity shall be repaired immediately.
- (4) Erosion control matting or mulch shall be anchored where plantings are on areas subject to mulch removal by wind or water flows or where side slopes are steeper than 2:1 or exceed 10 feet in height. During the months of October through March when seeding and sodding may be impractical, anchored mulch may be applied at the Conservation Commission's discretion.
- (5) Runoff from impervious surfaces shall be recharged on the site by stormwater infiltration basins, vegetated swales, constructed wetlands or similar systems covered with natural vegetation. Runoff shall not be discharged directly to rivers, streams, or other surface water bodies. Dry wells shall be used only where other methods are not feasible. All such basins and wells shall be preceded by oil, grease, and sediment traps. The mouths of all catch basins shall be fitted with filter fabric during the entire construction process to minimize siltation or such basins shall be designed as temporary siltation basins with provisions made for final cleaning.

J. Re-vegetate the site immediately after grading:

- (1) Proper re-vegetation techniques shall be employed using native plant species, proper seed bed preparation, fertilizer and mulching to protect germinating plants. Re-vegetation shall occur on cleared sites within 7 (seven) calendar days of final grading and shall occur during the planting season appropriate to the selected plant species;
- (2) A minimum of 4" of topsoil shall be placed on all disturbed surfaces which are

proposed to be planted; and

- (3) Finished grade shall be no higher than the trunk flare(s) of trees to be retained. If a grade change of 6" or more at the base of the tree is proposed, a retaining wall or tree well may be required.

§XXX-8 Monitoring and Inspections

- A. After installation of barriers around preserved areas and construction of all structural erosion and sedimentation controls, an initial site inspection and approval, by the Conservation Agent or designee, of erosion and sedimentation controls and placement of tree protection measures shall occur. This inspection shall occur before any clearing or grading has begun.
- B. Routine inspections, by the Conservation Agent and/or designee, of preserved areas and erosion and sedimentation controls shall be made at varying intervals depending on the extent of site alteration and the frequency and intensity of rainfall.
- C. Effective stabilization of re-vegetated areas must be approved by the Conservation Agent or designee before erosion and sedimentation controls are removed. The Conservation Agent shall complete an inspection prior to removal of temporary erosion and sedimentation controls.
- D. The applicant shall be required to conduct weekly inspections of all erosion and sedimentation control measures on the site to ensure that they are properly functioning as well as to conduct inspections following any storm that totals one inch of rain within a 24-hour period.

§XXX-9 Appeal of Permit

- A. Any person aggrieved by the decision of the Conservation Commission, whether or not previously a party to the proceeding, may appeal according to the Massachusetts General Laws.
- B. The appeal shall be made within ten (10) days of the signing and/or issuance of said decision, whichever is the later. Notice of the appeal and a copy of the complaint shall be sent by Certified Mail, or hand delivered, to the Commission, its authorized representative or assigns, and the Town Counsel so as to be received within the ten (10) day appeal period.
- C. The appeal shall contain any facts pertinent to the issue, a copy of the decision being appealed bearing the date of filing thereof, the complete name and address of the attorney, if any, representing the person filing the appeal, and the relief being sought.
- D. If the complaint is filed by some person or persons other than the original Applicant, appellant or petitioner, such original applicant, appellant and all members of the Conservation Commission shall be named as parties' defendant.

§XXX-10 Enforcement

- A. This Chapter shall be administered and enforced by the Conservation Commission and/or the Conservation Agent, who shall take appropriate action in the name of the Town of Harvard to prevent, correct, restrain, or abate violations of thereof. Each day that any violation continues is a separate offense. Violators shall be subject to a fine not exceeding \$300 for each offense.
- B. A member of the Conservation Commission and/or Conservation Agent may post the site with a Stop Work order directing that all site disturbances in violation of this Chapter cease immediately. The issuance of a Stop Work order may include remediation or other requirements which must be met before construction activities may resume. No person shall continue working in an area covered by a Stop Work order, except work required correcting an imminent safety hazard as directed by the Town.

(Inserted by Conservation Commission)

The following motion was made by Donald Ritchie, 6 Glenview Drive, Conservation Commission, and seconded,

I move that the Town amend the Code of the Town of Harvard by adding there to the new Chapter 28 entitled “Erosion Control Bylaw” on Pages 53 through 59 of the Warrant and Finance Committee Report for the 2016 Annual Town Meeting, except that “XXX”, wherever it is so printed, shall be replaced with “28”.

A motion to move the question by Laura Andrews, 13 Scott Road, was seconded and voted greater than 2/3rds yes.

Voted majority no [**DOES NOT PASS**] to amend the Code of the Town of Harvard, to include a new Chapter Erosion Control.

ARTICLE 56: 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, and authorize the Board of Selectmen to acquire said parcels of land or interests therein so donated or purchased by eminent domain for the purpose of confirming and making clear the Town’s title to said parcels of land or interests therein, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

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

Voted greater than 2/3rds yes that the Town authorize the Board of Selectmen to take by eminent domain, for conservation purposes, to confirm and make clear the Town’s title thereto: (1) the parcel of land known and numbered as Lot 1, 100 Shaker Road, Harvard, Massachusetts and described in a deed recorded with the Worcester District Registry of Deeds in Book 54769 , Page

242 ; and (2) the parcel of land known and numbered as Parcel D, off Brown Road, Harvard, Massachusetts and described in a deed recorded with said Registry of Deeds in Book 55001 , Page 101.

ARTICLE 57: 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 Kenneth Swanton, 14 Fairbank Street, Board of Selectmen, and seconded,

Voted majority yes that the Town accept the Fiscal Year 2017 State funds to be used for reconstruction and improvements of public ways.

The first session on April 5 covered Articles 1 through 25 and was adjourned at 10:01 PM. The second session on April 6 covered Articles 26 through 57, was called to order at 7:01 PM and was dissolved at 10:17 PM.

Checkers for the meeting were Patti Anklam, Nancy Cronin, Steve Cronin, and Debbie Kaegebein, on the first night and, Lisa Dagdigian, Paul Green, Dorothy Solbrig, and Rhonda Sprague on the second night. They checked in 326 voters on April 5, and 192 voters on April 6, out of 4269 registered voters (3960 active voters).

The Citizen of Note was Richard F. Maiore.

Tellers for the meeting were: Libby Levison, Nick Browse, Peter Warren, Pat Jennings, Paul Green, and Marc Sevigny.

Respectfully submitted,

Janet A. Vellante, MMC, CMMC
Town Clerk

TOWN ELECTION

April 12, 2016

The Annual Town Election was held on April 12, 2016, in the Bromfield School Cafeteria. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4257 registered voters (3957 active voters) and a total of 800 persons (20.2% of the active voters) cast their votes with the following results:

MODERATOR

for one year

Vote for ONE

Robert E. Eubank	672
Scatterings	3
Blanks	125

SELECTMAN

for three years

Vote for not more than TWO

Stuart Sklar	543
Alice J. vonLoesecke	530
Scatterings	13
Blanks	514

CEMETERY COMMISSIONER

for three years

Vote for ONE

Bruce R. Dolimount	612
Scatterings	2
Blanks	186

COMMUNITY PRESERVATION COMMITTEE

for three years

Vote for ONE

Didi Chadran (write in)	241
Scatterings	1
Blanks	558

HARVARD BOARD OF HEALTH

for three years

Vote for ONE

S. Lorin Johnson	369
Libby Levison	381
Scatterings	0
Blanks	50

LIBRARY TRUSTEE

for three years

Vote for not more than TWO

Martha N. Green	606
Stacie Cassat Green	593
Scatterings	2
Blanks	399

PARK AND RECREATION COMMISSIONER

for three years

Vote for ONE

Frank A. Culmone (write in)	95
Scatterings	37
Blanks	668

PLANNING BOARD

for three years

Vote for ONE

Kara M. Minar	586
Scatterings	4
Blanks	210

SCHOOL COMMITTEE MEMBER

for three years

Vote for ONE

Jonathan K. Green	573
Scatterings	1
Blanks	226

TREE WARDEN

for one year

Vote for ONE

Christian A. Bilodeau (write in)	232
Scatterings	0
Blanks	568

WARNER FREE LECTURE SOCIETY TRUSTEE

for three years

Vote for not more than TWO

Patricia H. Jennings	611
Sheila R. Simollardes	565
Scatterings	0
Blanks	424

CHARTER COMMISSION

Vote for not more than NINE

Paul E. Cohen	428
Joseph W. Hutchinson	288
Richard F. Maiore	418
William J. Marinelli	254
Sharon M. McCarthy	373
George V. McKenna	302
Matthew L. Mostoller	181
Bruce E. Nickerson	230
Charles Oliver	181
Stephanie K. Opalka	337
Carl R. Ostberg	327
Charles F. Redinger	347
John D. Ruark	267
Cynthia S. Russo	343
Peter E. Warren	362
Scatterings	8
Blanks	2554

QUESTION #1 – Hildreth Elementary School Project Feasibility Study Proposition 2 ½ Debt Exclusion.

Shall the Town of Harvard be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for the bonds issued in order to conduct a feasibility study, including schematic designs, for the Hildreth Elementary School at 27 Massachusetts Avenue, Harvard, MA?

Yes	604
No	158
Blanks	38

QUESTION #2 – Change Mode of Selection of Town Clerk from Elected to Appointed.

Shall the Town vote to have its elected Town Clerk become the appointed Town Clerk of the Town?

Yes	405
No	339
Blanks	56

QUESTION #3 – Town Charter

Shall a commission be elected to frame a charter for the Town of Harvard?

Yes	571
No	191
Blanks	38

The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 9:21 p.m.

Thirty-two (32) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante, MMC, CMMC
Town Clerk

SPECIAL TOWN MEETING

June 14, 2016

The meeting was called to order in Bromfield's Cronin Auditorium at 7:02 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
Deborah Thompson	Director, Council on Aging

Prior to the first article, the Moderator asked for a sense of the meeting to determine the support of the amount of \$188,233. for the Hildreth House. Support was unanimous.

ARTICLE 1: ADDITIONAL FUNDING FOR HILDRETH HOUSE ACCESSIBILITY, SAFETY and SITE IMPROVEMENTS

To see if the Town will vote to appropriate an additional sum of money to be expended by the Council On Aging together with funds appropriated at the 2015 Annual Town Meeting with the approval of the Board of Selectmen, for the purpose of making accessibility, safety and site improvements to the Hildreth House, the space used by the Senior Center and Council on Aging staff; and to determine whether such appropriation shall be provided by a taxation, transfer from

available funds, transfer from funds appropriated for another purpose or borrowing pursuant to the provisions of Massachusetts General Laws Chapter 44, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

The following motion was made by Ken Swanton, 14 Fairbank Street, Board of Selectmen, and seconded,

I move that the Town authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$188,233. pursuant to Massachusetts General Laws Chapter 44 to be expended by the Council On Aging, with the approval of the Board of Selectmen, to cover the additional cost for the Hildreth House Accessibility, Safety and Site Improvements Project, to be used in conjunction with the funds appropriated under Article 22 of the March 28, 2015 Annual Town Meeting.

The Finance Committee and the Capital Committee were both in favor of the article.

A motion by Steve Richter, 16 Hynes Lane to divide the question was rejected by the Moderator because it was not possible to divide it.

A motion by Terry Morton, 87 Bolton Road, to amend the article by deleting the word "borrow" and adding "use free cash", was seconded.

The Board of Selectmen did not acceptance the amendment.

The amendment was voted majority no.

Voted greater than 2/3rds yes that the Town authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$188,233. pursuant to Massachusetts General Laws Chapter 44 to be expended by the Council On Aging, with the approval of the Board of Selectmen, to cover the additional cost for the Hildreth House Accessibility, Safety and Site Improvements Project, to be used in conjunction with the funds appropriated under Article 22 of the March 28, 2015 Annual Town Meeting.

ARTICLE 2: FISCAL YEAR 2015 CERTIFIED FREE CASH

To see if the Town will vote to transfer a sum of money from Fiscal Year 2015 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 Donald Ludwig, 23 East Bare Hill Road, Finance Committee, and seconded,

Voted greater than 2/3rds yes that the Town transfer \$275,599. from Fiscal Year 2015 Certified Free Cash to the Capital Stabilization and Investment Fund.

The meeting was dissolved at 7:32 PM

Checkers for the meeting were Nancy Cronin and Steven Cronin. They checked in 152 voters out of a total of 4289 registered voters (3988 active voters).

Respectfully submitted,

Janet A. Vellante, MMC, CMMC
Town Clerk

STATE PRIMARY

September 8, 2016

The State Primary was held on September 8, 2016, in the Bromfield School cafeteria. The polls were opened at 7:00 a.m. by Temporary Warden Frances Maiore. There were 4308 registered voters (4039 active voters) and a total of 213 persons (5.3 % of the active voters) cast their votes with the following results:

DEMOCRATIC PARTY VOTES – 163

REPRESENTATIVE IN CONGRESS – third district

Nicola S. Tsongas	153
Scatterings	2
Blanks	8

COUNCILLOR – third district

Marilyn M. Petitto Devaney	73
Peter Georgiou	38
William Bishop Humphrey	27
Scatterings	0
Blanks	25

SENATOR IN GENERAL COURT – Middlesex & Worcester district

James B. Eldridge	152
Scatterings	1
Blanks	10

REPRESENTATIVE IN GENERAL COURT – thirty-seventh Middlesex district

Jennifer E. Benson	152
Scatterings	1
Blanks	10

SHERIFF – Worcester County

Scatterings	10
Blanks	153

REPUBLICAN PARTY VOTES – 50

REPRESENTATIVE IN CONGRESS – third district

Ann Wofford	49
Scatterings	0
Blanks	1

COUNCILLOR – third district

Scatterings	5
Blanks	45

SENATOR IN GENERAL COURT – Middlesex & Worcester district

Ted Busiek	49
Scatterings	0
Blanks	1

REPRESENTATIVE IN GENERAL COURT – thirty-seventh Middlesex district

Scatterings	2
Blanks	48

SHERIFF – Worcester County

Lewis G. Evangelidis	48
Scatterings	0
Blanks	2

GREEN-RAINBOW PARTY VOTES – 0

REPRESENTATIVE IN CONGRESS – third district

Scatterings	0
Blanks	0

COUNCILLOR – third district

Scatterings	0
Blanks	0

SENATOR IN GENERAL COURT – Middlesex & Worcester district

Scatterings	0
Blanks	0

REPRESENTATIVE IN GENERAL COURT – thirty-seventh Middlesex district

Scatterings	0
Blanks	0

SHERRIFF – Worcester County

Scatterings	0
Blanks	0

UNITED INDEPENDENT PARTY VOTES – 0

REPRESENTATIVE IN CONGRESS – third district

Scatterings	0
Blanks	0

COUNCILLOR – third district

Scatterings	0
Blanks	0

SENATOR IN GENERAL COURT – Middlesex & Worcester district

Scatterings	0
Blanks	0

REPRESENTATIVE IN GENERAL COURT – thirty-seventh Middlesex district

Scatterings	0
Blanks	0

SHERRIFF – Worcester County

Scatterings	0
Blanks	0

The polls were closed at 8:00 p.m. by Deputy Warden Becky Gordon and the results were announced at 8:48 PM.

Fourteen (14) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante
Town Clerk

SUPER TOWN MEETING

October 24, 2016

The meeting was called to order in Bromfield's Cronin Auditorium at 7:06 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
Thatcher Kezer	SVP Devens
Richard Henderson	EVP Real Estate

ARTICLE 1: DEVENS – REVISIONS TO THE DEVENS ZONING BY-LAWS, DEVENS ZONING MAP, AND DEVENS REUSE PLAN – EXPANDING THE INNOVATION AND TECHNOLOGY BUSINESS ZONE

To see if the Town will vote to approve revisions to the By-Laws, Zoning Map and Reuse Plan of the Devens Regional Enterprise Zone as follows:

1. In Zoning District 6 (“Residential I”), rezone 28.5 acres of land (labeled as “Parcel A” in Figure 1 attached hereto and made a part hereof) from Residential I to Innovation and Technology Business.
2. Between Zoning District 6 (“Residential I”) and Zoning District 7 (“Innovation and Technology Business”), rezone 4.2 acres of land (labeled as “Parcel B” in Figure 1) from open space buffer to Innovation and Technology Business.
3. Where the reconfigured Zoning District 7 (“Innovation and Technology Business”) abuts the reconfigured Zoning District 6 (“Residential I”), rezone 4.7 acres of land (labeled as “Parcel C” in Figure 1) from Residential I to open space buffer.
4. Rezone the portions of Zoning District 6 (“Residential I”) and Zoning District 7 (“Innovation and Technology Business”) located within the Oxbow National Wildlife Boundaries to Open Space and Recreation.

5. In the Devens Reuse Plan and Devens Zoning By-Laws, all references to the matters set forth in Items 1, 2, 3 and 4 of this Article 1 shall be revised to the extent required to remain consistent with such revisions. Any inconsistency between the Devens Reuse Plan and Devens By-Laws and the Devens Zoning Map shall be resolved in favor of the Devens Zoning Map as revised pursuant to this Article 1.

(Inserted by Board of Selectmen)

The following motion was made by Kenneth Swanton, 14 Fairbank Street, Board of Selectmen, and seconded,

I move that the adopt the revisions to the By-Laws, Zoning Map and Reuse Plan of the Devens Regional Enterprise Zone as printed in the warrant on pages one and two.

Voted majority yes that Town adopt the revisions to the By-Laws, Zoning Map and Reuse Plan of the Devens Regional Enterprise Zone as follows:

1. In Zoning District 6 (“Residential I”), rezone 28.5 acres of land (labeled as “Parcel A” in Figure 1 attached hereto and made a part hereof) from Residential I to Innovation and Technology Business.
2. Between Zoning District 6 (“Residential I”) and Zoning District 7 (“Innovation and Technology Business”), rezone 4.2 acres of land (labeled as “Parcel B” in Figure 1) from open space buffer to Innovation and Technology Business.
3. Where the reconfigured Zoning District 7 (“Innovation and Technology Business”) abuts the reconfigured Zoning District 6 (“Residential I”), rezone 4.7 acres of land (labeled as “Parcel C” in Figure 1) from Residential I to open space buffer.
4. Rezone the portions of Zoning District 6 (“Residential I”) and Zoning District 7 (“Innovation and Technology Business”) located within the Oxbow National Wildlife Boundaries to Open Space and Recreation.
5. In the Devens Reuse Plan and Devens Zoning By-Laws, all references to the matters set forth in Items 1, 2, 3 and 4 of this Article 1 shall be revised to the extent required to remain consistent with such revisions. Any inconsistency between the Devens Reuse Plan and Devens By-Laws and the Devens Zoning Map shall be resolved in favor of the Devens Zoning Map as revised pursuant to this Article 1.

The meeting was dissolved at 7:18 PM

Checkers for the meeting were Sydney Blackwell, Mary Jarvis, Barbara Kemp and Debbie Ricci. They checked in 248 voters out of a total of 4405 registered voters (4170 active voters).

Respectfully submitted,

Janet A. Vellante, MMC, CMMC
Town Clerk

SPECIAL TOWN MEETING

October 24, 2016

The meeting was called to order in Bromfield's Cronin Auditorium 7:30 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
Deborah Thompson	Director, Council on Aging
Dave Outman	Harvard Conservation Trust Director
Bill Scanlan	Town Planner
Liz Allard	Land Use Administrator/Conservation Agent
Richard Sicard	Fire Chief

ARTICLE 1: ACQUIRE HORSE MEADOWS KNOLL FOR CONSERVATION PURPOSES

To see if the Town will vote to:

a) authorize the Board of Selectmen to acquire by purchase, eminent domain, gift or otherwise, for conservation purposes, the fee or any lesser interest in the parcel of land containing 47 acres of land, more or less, located off the northerly side of Sherry Road in Harvard, Massachusetts shown on the Harvard Board of Assessor's Map 24 Parcel 3, which parcel of land is known as "Horse Meadows Knoll", owned by the Harvard Conservation Trust, to be managed and controlled by the Conservation Commission of the Town of Harvard in accordance with Massachusetts General Laws Chapter 40, Section 8C for conservation and passive recreation purposes;

b) appropriate not more than \$690,000.00 to be provided as follows:

- 1) by transferring \$500,000 from the Capital Planning and Investment Fund (CPI Fund) with \$400,000 to be returned to the CPI Fund upon receipt of the State grant, these funds are contingent upon the Town receiving funds from the State's L.A.N.D. grant program and receiving sufficient funds from the Harvard Conservation Trust to consummate the purchase described in "a)" above;
- 2) by transferring \$100,000 from Community Preservation Fund Unrestricted Reserves , or otherwise for the acquisition of said parcel of land, these funds are contingent upon the Town receiving funds from the State's L.A.N.D. grant program and receiving sufficient funds from the Harvard Land Trust to finalize the purchase described in "a)" above;
- 3) by accepting a sum of money, to be deposited in the Town's Conservation Fund, as a gift from the Harvard Conservation Trust to be used for the purchase described in "a)" above, which will provide the difference between the actual L.A.N.D. Grant received by the Town and the \$200,000 transferred from the Capital Planning and Investment Fund and the Community Preservation Fund.

c) authorize the Board of Selectmen, in conjunction with the Conservation Commission, to file on behalf of the Town of Harvard any and all applications deemed necessary under the Self-Help Act Massachusetts General Laws Chapter 132A, Section 11, or any other applications for funds in any way available for said land acquisition, and enter into any necessary contracts relative thereto; and

d) authorize the Board of Selectmen and the Conservation Commission, as they deem appropriate, to enter into all agreements and execute any and all instruments including the conveyance of a perpetual conservation restriction in accordance with the provisions of Massachusetts General Law Chapter 184 as required by Section 12(a) of Chapter 44B as may be necessary on behalf of the Town of Harvard to effectuate said land acquisition, which conservation restriction may be granted to the Harvard Conservation Trust or any other organization qualified and willing to hold such a restriction.

(Inserted by the Board of Selectmen and Conservation Commission)

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

Voted greater than 2/3rds yes that the Town:

a) authorize the Board of Selectmen to acquire by purchase, eminent domain, gift or otherwise, for conservation purposes, the fee or any lesser interest in the parcel of land containing 47 acres of land, more or less, located off the northerly side of Sherry Road in Harvard, Massachusetts shown on the Harvard Board of Assessor's Map 24 Parcel 3, which parcel of land is known as "Horse Meadows Knoll", owned by the Harvard Conservation Trust, to be managed and controlled by the Conservation Commission of the Town of Harvard in accordance with Massachusetts General Laws Chapter 40, Section 8C for conservation and passive recreation purposes;

b) appropriate not more than \$690,000.00 to be provided as follows:

- 1) by transferring \$500,000 from the Capital Planning and Investment Fund (CPI Fund) with \$400,000 to be returned to the CPI Fund upon receipt of the State grant, these funds are contingent upon the Town receiving funds from the State's L.A.N.D. grant program and receiving sufficient funds from the Harvard Conservation Trust to consummate the purchase of said parcel of land;
- 2) by transferring \$100,000 from Community Preservation Fund Unrestricted Reserves for the acquisition of said parcel of land, which transfer is contingent upon the Town receiving funds from the State's L.A.N.D. grant program and receiving sufficient funds from the Harvard Conservation Trust to consummate the purchase of said parcel of land;
- 3) by accepting a sum of money, to be deposited in the Town's Conservation Fund, as a gift from the Harvard Conservation Trust to be used for the purchase of said parcel of land, which will provide the difference between the actual L.A.N.D. Grant received by the Town and the \$200,000 transferred from the Capital Planning and Investment Fund and the Community Preservation Fund.

c) authorize the Board of Selectmen, in conjunction with the Conservation Commission, to file on behalf of the Town of Harvard any and all applications deemed necessary under the Self-Help Act Massachusetts General Laws Chapter 132A, Section 11, or any other applications for funds in any way available for said land acquisition, and enter into any necessary contracts relative thereto; and

d) authorize the Board of Selectmen and the Conservation Commission, as they deem appropriate, to enter into all agreements and execute any and all instruments including the conveyance of a perpetual conservation restriction in accordance with the provisions of Massachusetts General Law Chapter 184 as required by Section 12(a) of Chapter 44B of Massachusetts General Laws as may be necessary on behalf of the Town of Harvard to consummate said land acquisition, which conservation restriction may be granted to the Harvard Conservation Trust or any other organization qualified and willing to hold such a restriction.

ARTICLE 2: RE-VOTE OF ARTICLE 4 AND AMEND TWO BUDGET LINES FOR THE CABLE ACCESS BUDGET

To see if the Town will vote to: (A) appropriate \$ 23,509,930. to defray the expenses of the Town for Fiscal Year 2017 as printed in the Finance Committee Report for the 2016 Annual Town Meeting on pages 30 through 36, and that said appropriation be provided by raising \$23,299,809. by taxation and transferring \$11,983. from Wetlands Fees, transferring \$129,000. from Ambulance Receipts Reserved with unexpended funds being returned to their funding source, transferring \$69,138. from Cable Access Receipts Reserved with unexpended funds being returned to their funding source; and appropriate \$191,483. to defray the expenses of the Harvard Wastewater Management District Commission for Fiscal Year 2016, and that said

appropriation be provided by transferring \$191,483. from wastewater management system revenues in the enterprise fund established for the Town's wastewater management system and (B) amend the Cable Access budget on page 35 of said report by transferring the funds appropriated in Line 51 (\$56,438) to Line 52 and thus appropriating \$69,138 to line 52, or pass any vote or votes in relation thereto.

(Inserted by the Board of Selectmen and Cable Access Committee)

On a motion by Kenneth Swanton, 14 Fairbank Street, Board of Selectmen, and seconded,

Voted unanimously yes that the Town:

(a) amend its vote under Article 4 of the Warrant for the 2016 Annual Town Meeting by appropriating \$ 23,509,930. to defray the expenses of the Town for Fiscal Year 2017 as printed in the Finance Committee Report for the 2016 Annual Town Meeting on pages 30 through 36 thereof, and that said appropriation be provided by raising \$23,299,809. by taxation and transferring \$11,983. from Wetlands Fees, transferring \$129,000. from Ambulance Receipts Reserved, with unexpended funds being returned to their funding source, transferring \$69,138. from Cable Access Receipts Reserved, with unexpended funds being returned to their funding source; and appropriate \$191,483. to defray the expenses of the Harvard Wastewater Management District Commission for Fiscal Year 2016, and that said appropriation for the wastewater purposes be provided by transferring \$191,483. from wastewater management system revenues in the enterprise fund established for the Town's wastewater management system; and

(b) amend the Cable Access budget on page 35 of said report by transferring the \$56,438 appropriated in Line 51 to Line 52 and so that the total appropriation in Line 52 is \$69,138.

ARTICLE 3: ELECTRICAL AGGREGATION

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 164, Section 134 to authorize the Board of Selectmen to aggregate the electric load of interested electricity consumers within the Town of Harvard and enter into agreements for services to facilitate the sale and purchase of electric energy and other related services, or pass any vote or votes in relation thereto.

(Inserted by the Board of Selectmen)

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

Voted unanimously yes that the Town, pursuant to Massachusetts General Laws Chapter 164, Section 134, authorize the Board of Selectmen to aggregate the electric load of interested electricity consumers within the Town of Harvard and enter into agreements for services to facilitate the sale and purchase of electric energy and other related services.

ARTICLE 4: AMEND §125-39, SITE STANDARDS, OF THE PROTECTIVE BYLAW, BY ADDING A NEW SUBSECTION G, SIDEWALKS WITHIN THE COMMERCIAL DISTRICT.

To see if the Town will vote to amend the Protective Bylaw of the Code of the Town of Harvard, §125-39, Site Standards, by adding thereto the following new subsection G, Sidewalks, or take any vote or votes in relation thereto.

G. Sidewalks.

- (1) Uses subject to site standards in the Commercial District shall provide curbs and sidewalks at least six feet in width along all sides of the lot which abut a public street. Sidewalks shall be constructed of cement concrete unless an alternative surface is approved by the Planning Board. Sidewalks shall connect to existing sidewalks on adjacent property, if possible, to create a continuous path network. Sidewalks shall be separated from the edge of the road by a buffer strip at least four feet in width.
- (2) Internal pedestrian walkways at least six feet in width shall be provided from the public sidewalk or right-of-way to the principal customer entrance of all principal buildings on the site. Such walkways shall be constructed with brick, decorative pavers, or other materials, and may be bordered with shrubbery to clearly separate pedestrians from automobile traffic. Car stops shall be provided to prevent parked cars from damaging trees and shrubs or disrupting pedestrian walkways.
- (3) Sidewalks and walkways shall conform to requirements of the Massachusetts Architectural Access Board (MAAB) and ADA regulations, whichever is the more stringent.
- (4) The Board may waive the above requirements if the configuration of the site is such that public safety concerns and pedestrian circulation needs are better met in a proposed alternative manner.

(Inserted by the 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, §125-39, Site Standards, by adding thereto the following new subsection G, Sidewalks as printed on the purple handout.

Voted greater than 2/3rds yes that the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, §125-39, Site Standards, by adding thereto the following new subsection G, Sidewalks within the Commercial District,

G. Sidewalks.

- (1) Uses subject to site standards shall provide curbs and sidewalks at least six feet in width along all sides of the lot which abut a public street. Sidewalks shall be constructed of cement concrete unless an alternative surface is approved by the Planning Board. Sidewalks shall connect to existing sidewalks on adjacent property, if possible, to create a continuous path network. Sidewalks shall be separated from the edge of the road by a buffer strip at least four feet in width.
- (2) Internal pedestrian walkways at least six feet in width shall be provided from the public sidewalk or right-of-way to the principal customer entrance of all principal buildings on the site. Such walkways shall be constructed with brick, decorative pavers, or other materials, and may be bordered with shrubbery to clearly separate pedestrians from automobile traffic.

Car stops shall be provided to prevent parked cars from damaging trees and shrubs or disrupting pedestrian walkways.

- (3) Sidewalks and walkways shall conform to requirements of the Massachusetts Architectural Access Board (MAAB) and ADA regulations, whichever is the more stringent.
- (4) The Board may waive the above requirements if the configuration of the site is such that public safety concerns and pedestrian circulation needs are better met in a proposed alternative manner.

The Planning Board unanimously recommended this article.

Approved by the Attorney General on January 26, 2017.

ARTICLE 5: AMEND THE PROTECTIVE BYLAW BY ADDING A NEW SECTION 125-55, HILDRETH HOUSING OVERLAY DISTRICT.

To see if the Town will vote to amend Chapter 125, the Protective Bylaw of the Code of the Town of Harvard, by adding thereto the following new §125-55 entitled Hildreth Housing Overlay District, and to amend the Zoning Map by adding the Overlay District, or take any vote or votes in relation thereto.

§125-55, Hildreth Housing Overlay District (HHOD)

A. Purpose: The purposes of the Hildreth Housing Overlay District are to:

- (1) Provide an opportunity for development of dwellings containing two to six units;
- (2) Create multi-family housing consistent with Harvard's New England style architecture and character of the Town Common/Town Center by following historic design principles;
- (3) Benefit the community by providing alternatives to conventional single-family homes for senior citizens wanting to down-size or live in a close-knit community;
- (4) Allow flexibility of structure placement to encourage New England-style development in harmony with the Town Common/Town Center;
- (5) Allow flexible land division in order to encourage private development of housing; and
- (6) Create designs that provide master bedrooms and active living areas on the first floor.

B. Establishment of Overlay District. The HHOD is established as an overlay district. The HHOD consists of parcels 35 and 36 on Assessors' Map 17C containing approximately 7.27 acres in the aggregate. The boundaries of the HHOD are shown on the Hildreth Housing Overlay District Map on file with the Town Clerk. Within the HHOD, all regulations of the underlying district remain in effect, except to the extent the regulations are inconsistent with the provisions of the HHOD.

C. Permitted Uses in the Hildreth Housing Overlay District

- (1) Single- and two-family dwellings
- (2) Single-family attached units, not to exceed six units in a single building
- (3) Accessory residential/recreational uses that are integral to the development

D. Density

- (1) Density shall not exceed twelve dwelling units per acre.
- (2) A maximum of 25% of the units may have three bedrooms and the remainder shall consist of one and two bedroom units.

E. Dimensional Requirements

- (1) A lot proposed for development need not have the required street frontage but shall have legal and physical access to a public way. The Planning Board may require site improvements to provide adequate access for emergency and service vehicles.
- (2) There shall be no minimum lot size, lot width, lot setback, or dimensional requirements for dwellings within the development, except as set forth below. Each unit shall have an exclusive use land area of at least two thousand (2,000) square feet of land for private outdoor use.
- (3) Buildings and parking areas shall be setback from exterior property lines by at least ten feet (10').
- (4) The maximum building height is thirty-five feet (35').
- (5) The minimum separation between buildings is twenty feet (20').
- (6) During site plan review, the Planning Board may modify other applicable dimensional requirements in order to facilitate improved design and enhanced livability for the residents of the proposed development.

- F. Age Restriction.** Each dwelling unit shall be occupied by at least one permanent resident who is 60 years of age or older to allow for change of occupancy to another qualifying household.

G. Review Criteria and Considerations

- (1) No building permit shall be issued for construction in the HHOD without prior approval by the Planning Board of a site plan in accordance with the provisions of 125-38 of this Protective Bylaw.
- (2) The application shall include a statement from the Water and Sewer Commissions specifying the number of units that may connect to the Town Center water and sewer systems. The number of units proposed may not exceed that which can be served by such systems.
- (3) The materials and architectural design of the dwellings shall be compatible with the historic character of the Town Center. The applicant shall submit architectural elevations denoting exterior features and preliminary floor plans.
- (4) At least 10% of the site shall be set aside as common open space for outdoor activities, such as hiking trails, picnic areas, or gardens.
- (5) All units shall be built in conformance with Universal Design Standards. Master bedrooms shall generally be located on the first floor.
- (6) Sidewalks shall connect units in the development to common facilities and to the Hildreth House/Senior Center.

H. Homeowners' Association. If the development will contain ownership units, a Qualified Homeowners' Association (as that term is defined in §125-2) shall be responsible for operation and maintenance of the common facilities of the development. If the development will contain rental units, a rental management company shall have similar responsibilities. The Town shall not be responsible for snow plowing, internal road and driveway maintenance, or upkeep of common facilities.

(Inserted by the 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 Protective Bylaw, by adding thereto the following new §125-55 entitled "Hildreth Housing Overlay District" as printed on the yellow colored handout at this special town meeting.

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

I move to amend Article 5 as follows:

B. Establishment of Overlay District. The HHOD is established as an overlay district. The HHOD consists of parcel 36 on Assessors' Map 17C containing approximately 5.7 acres in the aggregate. The boundaries of the HHOD are shown on the Hildreth Housing Overlay District Map on file with the Town Clerk. Within the HHOD, all regulations of the underlying district remain in effect, except to the extent the regulations are inconsistent with the provisions of the HHOD.

The Planning Board did not accept the amendment.

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

The amendment was voted majority no.

A motion by Paul Green, 288 Old Littleton Road, to pass over the article, was seconded.

A motion by Paul Richards, 63 Westcott Road, to move the motion to pass over, was seconded, and voted unanimously yes.

The motion to pass over the article was voted majority no.

Colin Dangel, 9 Old Schoolhouse Road, to move the main motion, was seconded, and voted greater than 2/3rds yes.

Voted greater than 2/3rds yes that the Town amend Chapter 125, the Protective Bylaw of the Code of the Town of Harvard, by adding thereto the following new §125-55 entitled Hildreth Housing Overlay District, and to amend the Zoning Map by adding the Overlay District.

§125-55, Hildreth Housing Overlay District (HHOD)

A. Purpose: The purposes of the Hildreth Housing Overlay District are to:

- (1) Provide an opportunity for development of dwellings containing two to six units;
- (2) Create multi-family housing consistent with Harvard's New England style architecture and character of the Town Common/Town Center by following historic design principles;
- (3) Benefit the community by providing alternatives to conventional single-family homes for senior citizens wanting to down-size or live in a close-knit community;
- (4) Allow flexibility of structure placement to encourage New England-style development in harmony with the Town Common/Town Center;
- (5) Allow flexible land division in order to encourage private development of housing; and
- (6) Create designs that provide master bedrooms and active living areas on the first floor.

B. Establishment of Overlay District. The HHOD is established as an overlay district. The HHOD consists of parcels 35 and 36 on Assessors' Map 17C containing approximately 7.27 acres in the aggregate. The boundaries of the HHOD are shown on the Hildreth Housing Overlay District Map on file with the Town Clerk. Within the HHOD, all regulations of the underlying district remain in effect, except to the extent the regulations are inconsistent with the provisions of the HHOD.

C. Permitted Uses in the Hildreth Housing Overlay District

- (1) Single- and two-family dwellings
- (2) Single-family attached units, not to exceed six units in a single building
- (3) Accessory residential/recreational uses that are integral to the development

D. Density

- (1) Density shall not exceed twelve dwelling units per acre.
- (2) A maximum of 25% of the units may have three bedrooms and the remainder shall consist of one and two bedroom units.

E. Dimensional Requirements

- (1) A lot proposed for development need not have the required street frontage but shall have legal and physical access to a public way. The Planning Board may require site improvements to provide adequate access for emergency and service vehicles.
- (2) There shall be no minimum lot size, lot width, lot setback, or dimensional requirements for dwellings within the development, except as set forth below. Each unit shall have an exclusive use land area of at least two thousand (2,000) square feet of land for private outdoor use.
- (3) Buildings and parking areas shall be setback from exterior property lines by at least ten feet (10').
- (4) The maximum building height is thirty-five feet (35').
- (5) The minimum separation between buildings is twenty feet (20').
- (6) During site plan review, the Planning Board may modify other applicable dimensional requirements in order to facilitate improved design and enhanced livability for the residents of the proposed development.

F. Age Restriction. Each dwelling unit shall be occupied by at least one permanent resident who is 60 years of age or older to allow for change of occupancy to another qualifying household.

G. Review Criteria and Considerations

- (1) No building permit shall be issued for construction in the HHOD without prior approval by the Planning Board of a site plan in accordance with the provisions of 125-38 of this Protective Bylaw.
- (2) The application shall include a statement from the Water and Sewer Commissions specifying the number of units that may connect to the Town Center water and sewer systems. The number of units proposed may not exceed that which can be served by such systems.
- (3) The materials and architectural design of the dwellings shall be compatible with the historic character of the Town Center. The applicant shall submit architectural elevations denoting exterior features and preliminary floor plans.
- (4) At least 10% of the site shall be set aside as common open space for outdoor activities, such as hiking trails, picnic areas, or gardens.
- (5) All units shall be built in conformance with Universal Design Standards. Master bedrooms shall generally be located on the first floor.
- (6) Sidewalks shall connect units in the development to common facilities and to the Hildreth House/Senior Center.

H. Homeowners' Association. If the development will contain ownership units, a Qualified Homeowners' Association (as that term is defined in §125-2) shall be responsible for operation and maintenance of the common facilities of the development. If the development will contain rental units, a rental management company shall have similar responsibilities. The Town shall not be responsible for snow plowing, internal road and driveway maintenance, or upkeep of common facilities.

The Planning Board unanimously recommended this article.

Approved by the Attorney General on January 26, 2017.

ARTICLE 6: CREATION OF A PUBLIC UTILITY FOR THE PURPOSE OF CREATING A MUNICIPAL INTERNET SERVICE PROVIDER

To see if the Town will vote to authorize the Board of Selectmen to take all necessary and appropriate actions to establish and to maintain, in accordance with the provisions of Chapter 164 of the Massachusetts General Laws and in accordance with the rules, regulations and orders of the Massachusetts Department of Public Utilities and the Massachusetts Department of Telecommunications and Cable, a municipal lighting plant for the specific purpose, allowable under the laws of the Commonwealth, of creating without limitation the operation of the telecommunications system and any related services in order to provide Municipal Internet Services, or take any vote or votes in relation thereto.

(Inserted by the Board of Selectmen)

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

Voted majority yes that the Town authorize the Board of Selectmen to take all necessary and appropriate actions to establish and to maintain, in accordance with the provisions of Massachusetts General Laws Chapter 164 and in accordance with the rules, regulations and

orders of the Massachusetts Department of Public Utilities and the Massachusetts Department of Telecommunications and Cable, a municipal lighting plant for the specific purpose of creating, without limitation, the operation of the telecommunications system and any related services in order to provide Municipal Internet Services

ARTICLE 7: CONTRACT – FIRE CHIEF WAGES

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be added to line #23, Fire Department Personnel of Article #4 of the Warrant for the 2016 Annual Town Meeting in order to fund the bargaining agreement negotiated with the Fire Chief, or pass any vote or votes in relation thereto.

(Inserted by the 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 \$12,195. from the Stabilization Fund to be added to the appropriation under line #23, Fire Department Personnel of Article #4 of the Warrant for the 2016 Annual Town Meeting in order to fund the employment contract negotiated with the Fire Chief.

ARTICLE 8: COUNCIL ON AGING BYLAW

To see if the Town will vote to amend the Code of the Town of Harvard by adding thereto the following new Chapter 21 relative to the Council on Aging, or pass any vote or votes in relation thereto:

Chapter 21. COUNCIL ON AGING

§ 21-1. Establishment; membership.

There shall be a Council on Aging comprised of nine (9) members and one (1) alternate member appointed by the Board of Selectmen for three (3) year terms. The alternate member will be able to vote only when his/her attendance is required to constitute a quorum. All members shall be registered voters of the Town of Harvard. Said Council shall choose its own officers, set its own rules and shall serve without pay. Any vacancies shall be filled in the same manner as the original appointment and persons appointed to fill vacancies shall serve for the remainder of his/her predecessor's term of office.

§ 21-2. Powers and duties.

A. The Council shall establish, coordinate and carry out programs designed to meet the needs of the aging in coordination with programs of the Massachusetts Executive Office of Elder Affairs.

B. The Council shall submit an annual report to the Town Clerk and shall send a copy thereof to the Massachusetts Executive Office of Elder Affairs.

C. The Council may appoint such clerks and other employees as it may require.

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 by adding thereto the new Chapter 21 relative to the Council on Aging as printed on Page 5 of the Warrant for the October 24, 2016 Special Town Meeting.

Voted majority yes that the Town amend the Code of the Town of Harvard by adding thereto the following new Chapter 21 relative to the Council on Aging, or pass any vote or votes in relation thereto:

Chapter 21. COUNCIL ON AGING

§ 21-1. Establishment; membership.

There shall be a Council on Aging comprised of nine (9) members and one (1) alternate member appointed by the Board of Selectmen for three (3) year terms. The alternate member will be able to vote only when his/her attendance is required to constitute a quorum. All members shall be registered voters of the Town of Harvard. Said Council shall choose its own officers, set its own rules and shall serve without pay. Any vacancies shall be filled in the same manner as the original appointment and persons appointed to fill vacancies shall serve for the remainder of his/her predecessor's term of office.

§ 21-2. Powers and duties.

A. The Council shall establish, coordinate and carry out programs designed to meet the needs of the aging in coordination with programs of the Massachusetts Executive Office of Elder Affairs.

B. The Council shall submit an annual report to the Town Clerk and shall send a copy thereof to the Massachusetts Executive Office of Elder Affairs.

C. The Council may appoint such clerks and other employees as it may require.

Approved by the Attorney General on January 26, 2017.

The meeting was dissolved at 9:07 PM.

Checkers for the meeting were Sydney Blackwell, Mary Jarvis, Barbara Kemp and Debbie Ricci. They checked in 267 voters out of a total of 4405 registered voters (4170 active voters).

Respectfully submitted,
Janet A. Vellante, MMC, CMMC, Town Clerk

PRESIDENTIAL ELECTION

November 8, 2016

The Presidential Election was held on November 8, 2016, in the Bromfield School Cafeteria. The polls were opened at 7:00 AM by Warden Janet Wilhelm. There were 4440 names on the voting list (4216 active voters). A total of 3776 voters, 89.6 % of the total, cast their votes with the following results:

ELECTORS FOR PRESIDENT AND VICE PRESIDENT

Clinton and Kane	Democrat	2515
Johnson and Weld	Libertarian	182
Stein and Honkala	Green-Rainbow	50
Trump and Pence	Republican	889
Scatterings		77
Blanks		63

REPRESENTATIVE IN CONGRESS (Third District)

Nicola S. Tsongas	Democratic	2588
Ann Wofford	Republican	1061
Scatterings		11
Blanks		116

COUNCILLOR (Third District)

Marilyn M. Petitto Devaney	Democratic	2552
Scatterings		24
Blanks		1200

SENATOR IN GENERAL COURT (Middlesex and Worcester District)

James B. Eldridge	Democratic	2414
Ted Busiek	Republican	979
Terra Friedrichs	Cooperative Green Economy	160
Scatterings		6
Blanks		217

REPRESENTATIVE IN GENERAL COURT (Thirty-Seventh Middlesex District)

Jenifer E. Benson	Democratic	2673
Scatterings		23
Blanks		1080

SHERIFF (Worcester County)

Lewis G. Evangekidis	Republican	2203
Scatterings		24
Blanks		1549

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 3, 2016?

SUMMARY

This proposed law would allow the state Gaming Commission to issue one additional category 2 license, which would permit operation of a gaming establishment with no table games and not more than 1,250 slot machines.

The proposed law would authorize the Commission to request applications for the additional license to be granted to a gaming establishment located on property that is (i) at least four acres in size; (ii) adjacent to and within 1,500 feet of a race track, including the track's additional facilities, such as the track, grounds, paddocks, barns, auditorium, amphitheatre, and bleachers; (iii) where a horse racing meeting may physically be held; (iv) where a horse racing meeting shall have been hosted; and (v) not separated from the race track by a highway or railway.

Yes	829
No	2826
Blanks	121

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 3, 2016?

SUMMARY

This proposed law would allow the state Board of Elementary and Secondary Education to approve up to 12 new charter schools or enrollment expansions in existing charter schools each year. Approvals under this law could expand statewide charter school enrollment by up to 1% of the total statewide public school enrollment each year. New charters and enrollment expansions approved under this law would be exempt from existing limits on the number of charter schools, the number of students enrolled in them, and the amount of local school districts' spending allocated to them.

If the Board received more than 12 applications in a single year from qualified applicants, then the proposed law would require it to give priority to proposed charter schools or enrollment expansions in districts where student performance on statewide assessments is in the bottom 25% of all districts in the previous two years and where demonstrated parent demand for additional public school options is greatest.

New charter schools and enrollment expansions approved under this proposed law would be subject to the same approval standards as other charter schools, and to recruitment, retention, and

multilingual outreach requirements that currently apply to some charter schools. Schools authorized under this law would be subject to annual performance reviews according to standards established by the Board.

The proposed law would take effect on January 1, 2017.

Yes	1797
No	1912
Blanks	67

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 3, 2016?

SUMMARY

This proposed law would prohibit any farm owner or operator from knowingly confining any breeding pig, calf raised for veal, or egg-laying hen in a way that prevents the animal from lying down, standing up, fully extending its limbs, or turning around freely. The proposed law would also prohibit any business owner or operator in Massachusetts from selling whole eggs intended for human consumption or any uncooked cut of veal or pork if the business owner or operator knows or should know that the hen, breeding pig, or veal calf that produced these products was confined in a manner prohibited by the proposed law. The proposed law would exempt sales of food products that combine veal or pork with other products, including soups, sandwiches, pizzas, hotdogs, or similar processed or prepared food items.

The proposed law's confinement prohibitions would not apply during transportation; state and county fair exhibitions; 4-H programs; slaughter in compliance with applicable laws and regulations; medical research; veterinary exams, testing, treatment and operation if performed under the direct supervision of a licensed veterinarian; five days prior to a pregnant pig's expected date of giving birth; any day that pig is nursing piglets; and for temporary periods for animal husbandry purposes not to exceed six hours in any twenty-four hour period.

The proposed law would create a civil penalty of up to \$1,000 for each violation and would give the Attorney General the exclusive authority to enforce the law, and to issue regulations to implement it. As a defense to enforcement proceedings, the proposed law would allow a business owner or operator to rely in good faith upon a written certification or guarantee of compliance by a supplier.

The proposed law would be in addition to any other animal welfare laws and would not prohibit stricter local laws.

The proposed law would take effect on January 1, 2022. The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

Yes	2866
No	847
Blanks	63

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 3, 2016?

SUMMARY

The proposed law would permit the possession, use, distribution, and cultivation of marijuana in limited amounts by persons age 21 and older and would remove criminal penalties for such activities. It would provide for the regulation of commerce in marijuana, marijuana accessories, and marijuana products and for the taxation of proceeds from sales of these items.

The proposed law would authorize persons at least 21 years old to possess up to one ounce of marijuana outside of their residences; possess up to ten ounces of marijuana inside their residences; grow up to six marijuana plants in their residences; give one ounce or less of marijuana to a person at least 21 years old without payment; possess, produce or transfer hemp; or make or transfer items related to marijuana use, storage, cultivation, or processing.

The measure would create a Cannabis Control Commission of three members appointed by the state Treasurer which would generally administer the law governing marijuana use and distribution, promulgate regulations, and be responsible for the licensing of marijuana commercial establishments. The proposed law would also create a Cannabis Advisory Board of fifteen members appointed by the Governor. The Cannabis Control Commission would adopt regulations governing licensing qualifications; security; record keeping; health and safety standards; packaging and labeling; testing; advertising and displays; required inspections; and such other matters as the Commission considers appropriate. The records of the Commission would be public records.

The proposed law would authorize cities and towns to adopt reasonable restrictions on the time, place, and manner of operating marijuana businesses and to limit the number of marijuana establishments in their communities. A city or town could hold a local vote to determine whether to permit the selling of marijuana and marijuana products for consumption on the premises at commercial establishments.

The proceeds of retail sales of marijuana and marijuana products would be subject to the state sales tax and an additional excise tax of 3.75%. A city or town could impose a separate tax of up to 2%. Revenue received from the additional state excise tax or from license application fees and civil penalties for violations of this law would be deposited in a Marijuana Regulation Fund and would be used subject to appropriation for administration of the proposed law.

Marijuana-related activities authorized under this proposed law could not be a basis for adverse orders in child welfare cases absent clear and convincing evidence that such activities had created an unreasonable danger to the safety of a minor child.

The proposed law would not affect existing law regarding medical marijuana treatment centers or the operation of motor vehicles while under the influence. It would permit property owners to prohibit the use, sale, or production of marijuana on their premises (with an exception that landlords cannot prohibit consumption by tenants of marijuana by means other than by smoking); and would permit employers to prohibit the consumption of marijuana by employees in the workplace. State and local governments could continue to restrict uses in public buildings or at or near schools. Supplying marijuana to persons under age 21 would be unlawful.

The proposed law would take effect on December 15, 2016.

Yes	1958
No	1776
Blanks	42

The polls were closed at 8:00 PM by Warden Janet Wilhelm. The tallying of votes was completed and the results were announced at 9:50 PM. Two provisional ballots were cast, one of which was determined to be eligible. One Federal Write-In ballot was opened and counted by the Board of Registrars on November 21, 2016 and added to the above totals. Three-hundred fifty-four (354) absentee ballots were requested and 321 were returned.

One-thousand, one-hundred, eighty-seven (1187) early voting ballots were cast.

A total of 3776 ballots were cast.

Respectfully submitted,

Janet A. Vellante, Town Clerk

Retirement Saying Goodbye!

On December 9th Town Clerk Janet Vellante retired after 22 years of service to the town.



OFFICE OF THE TOWN CLERK

The year 2016 was a very busy election year. In addition to the Annual Town Meeting and Election, there were two Special Town Meetings, and one Super Town Meeting (for Devens). Other elections included the Presidential Primary, the State Primary and the Presidential Election. This year also brought numerous election law changes which included online voter registration, pre-registration of 16 year olds, and early voting.

On-line ordering of vital (birth, death and marriage) records continue to be available through UniPay. A new dog registration program was purchased which allows the Animal Control Officer, Police and dispatch 24-hour access to the database so they have up-to-date information on licensing and rabies. This program will also allow residents to register their dogs online, upload current rabies information, and pay through Unipay.

At the Annual Town Meeting and Town Election, Harvard voted to change the position of Town Clerk from elected to appointed. After 22 years as Town Clerk, Janet Vellante retired in December and Amy McDougall was appointed as Harvard's first appointed Town Clerk.

BOARD OF REGISTRARS

The current members of the Board of Registrars are Marylin Morgan, Nancy Reifenstein, Barbara Weiss, and Amy McDougall.

Five-hundred twenty-seven new voter registrations were processed during this year. The Board certified 3907 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 207 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 2016 was as follows:

Democrat	1081
Republican	485
Green Rainbow	5
United Independent	37
Political Designations	11
<u>Unenrolled</u>	<u>2526</u>
TOTAL active registered voters	4145

CENSUS

The official population based on the street listing of January 1, 2016 was 5778. This number includes 276 Devens residents, but not residents of the Federal Medical Center.

VITAL RECORDS

Births: There have been thirty-eight (38) births recorded for 2016 to date.

Marriages: Seventeen (17) marriages were duly recorded in the town register.

Deaths: Twenty-nine (29) deaths were recorded for 2016.

DOG LICENSES

This office issued 995 dog licenses for 2016.

REPORT OF REVENUES FOR 2016

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 2016:

Birth, marriage and death certificates	\$2,492.00
Marriage licenses	375.00
Dog licenses	15,056.50
Zoning Bylaws	341.00
Business (d/b/a) certificates	1560.00
Street Lists	255.00
Pole Petitions	0.00
Raffle Permits	60.00
Notary fees	105.00
Sub-division Reg.'s	0.00
Board of Health Reg.'s	0
Miscellaneous	91.16

TOTAL COLLECTED	\$20,305.66
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Respectfully submitted,

Amy McDougall, CMMC
Town Clerk

INSPECTIONAL SERVICES

BUILDING PERMITS

Building Commissioners Annual Report

2016 was a very busy year for the Building Department with the issuance of 275 building permits. This accounted for \$17,218,452.00 in estimated construction costs.



New housing starts increased with 10 permits being issued for new single family homes, one permit being issued for a 3 unit town house and another permit being issued for a 6 unit apartment building.

Zoning complaints were minimal and handled as needed.

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

PLUMBING AND GAS INSPECTIONS

Gas: 74 in 2016, from 86 in 2015
Plumbing: 85 in 2016, from 86 in 2015

Respectfully submitted,
James Bakun
Gas/Plumbing Inspector

INSPECTOR OF WIRES

New houses/townhouses	10	Security System	8
Addition/Remodel	39	Generators	6
Pools	1	Commercial	15
Solar	22	Repairs/Miscellaneous	93

Total Electrical Permits for 2016: 194

Respectfully submitted,
David Woodsum, Wiring Inspector



Retirement Saying Goodbye!

On June 30th Finance Director Lorraine Leonard retired after 11 years of service to the town.



DEPARTMENT OF FINANCE

Accounting, Assessing, Tax Collection, Treasury

The following reports comprise the 2016 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 is stable, remaining at the top with 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.
- This year's personnel change was highly impacting to the Finance Department! This past summer our Finance Director, Lorraine Leonard, retired from full-time service with the Town. Since her retirement, Lorraine has graciously served the Town as Interim Finance Director until a permanent replacement could be hired. Currently she is heading the transition to the new Finance Director, David Nalchajian, appointed as of January 17, 2017. We wish Lorraine well in her new pursuits, and express our deep appreciation for her dedicated service to the Town of Harvard. We also had a change in the Assessing Department in the summer of 2016, Erin Baker, moved into the open position of Assistant Assessor an essential part of the Finance team. With staffing now at its full complement 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 2016. 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 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,

David Nalchajian
Finance Director

GENERAL FUND REVENUE

Fiscal Year 2016

PROPERTY TAXES AND STATE AID		
PERSONAL PROPERTY TAX		273,908
REAL ESTATE TAX		19,162,046
STATE AID		
Abatements - Vet., Surviving Spouse, Elderly	1,506	
Chapter 70	1,842,181	
School Pupil Transportation	5,861	
Charter School Reimb.	17,776	
Lottery	1,365,221	
Veterans Benefits	12,634	
State Owned Land	3,435	
	Total	3,248,614
GRAND TOTAL		22,684,568

LOCAL RECEIPTS		
MOTOR VEHICLE EXCISE		868,903
PENALTIES AND INTEREST		148,068
TAX TITLE (LIENS)		188,853
PAYMENTS IN LIEU OF TAXES		8,907
WATER DEPARTMENT		52,493
TRASH DISPOSAL		
Transfer Station Stickers	238,850	
Recycling/Disposal - Residents	20,020	
Recycling - Vendors	4,588	
	Total	263,458
CEMETERY INTERMENT/DEEDS		9,015
LAND/BUILDING RENTAL		875
LIBRARY FINES		9,322
COURT & MOTOR VEHICLE FINES		60,657

GENERAL FUND REVENUE

Fiscal Year 2016

LOCAL RECEIPTS (continued)		
OTHER DEPT. REVENUE		
Insurance Requests	400	
Tax Collector (Fees/Demands/NSF)	9,427	
Town Clerk (DBAs)	3,759	
Marijuana Fine	-	
Title V Fees	1,225	
Zoning Board Hearings	3,640	
Planning Board Hearings	3,260	
MART Reimbursement	31,907	
MART Van Fees	2,818	
Copy Machine	829	
Notary Fee	34	
Liquor Fee	9,700	
Police Outside Details - Admin	12,217	
Registry Clear Fees	1,860	
Miscellaneous	48,464	
	Total	129,540
LICENSES AND PERMITS		
Dumpster Permit	25	
Blasting Permit	300	
Fire Department	1,284	
Smoke Detector	5,450	
LP Gas Tank Storage	1,760	
TC, Dog Licenses, Birth, Death, Marriage Cert.	18,156	
Bowling/Pinball	120	
Victuallers	600	
Board of Health	5,060	
Pistol	1,750	
Driveway Inspections	1,250	
Building	87,569	
Plumbing	8,152	
Wiring	12,251	
Gas	4,106	
Fire Alarm	325	
Gas and Fuel Storage	1,650	
Cable TV	731	
	Total	150,539
INVESTMENT INCOME		37,235
GRAND TOTAL		1,927,865

GENERAL FUND EXPENSES

Fiscal Year 2016

Department		Description	Spent
Town Audit			15,000
Selectmen	Personnel		232,603
	Expense		32,484
	Art.11, FY17 ATM Municipal Servers		16,563
	Art.13, FY16 ATM Box Permitting SW		15,000
	Art.7, FY16 ATM Management Audit		9,900
	Art 2, FY16 ATM Prior Year Bills		<u>2,828</u>
		Art. 32, FY13 Invasive Species Control	17,052
Finance Committee	Expenses		176
Finance Department	Personnel		344,686
	Expense		123,431
	Technology		<u>21,811</u>
Law Department	Town Counsel Legal Services		30,172
	Other Legal Services		<u>27,029</u>
Personnel	Expenses		0
Town Clerk	Personnel		71,426
	Expense		<u>6,759</u>
Elections and Registrars	Personnel		200
	Expense		<u>6,315</u>
Land Use Boards	Personnel		53,972
	Expense		<u>10,452</u>
		Art. 17, ATM FY15 Town Planner	60,000
		Art. 28, ATM FY13 Master Plan	<u>41,456</u>
Public Buildings	Personnel		26,346
	Expense		<u>263,898</u>
Building/Liability Insurance	Expense		107,966
Town Reports	Expense		3,560
Communications	Expense		193,576

GENERAL FUND EXPENSES

Fiscal Year 2016

Department	Description	Spent
Police	Personnel	879,960
	Expense	97,838
Fire	Personnel	188,613
	Expense	57,250
	Art. 12, ATM FY14 Fire - Pond Eval Art. 25, ATM FY16 Fire Pumper Truck	39,720 515,000
Ambulance	Expenses	160,852
Building Inspection	Personnel/Expenses	62,175
Gas Inspection	Personnel/Expenses	3,522
Plumbing Inspection	Personnel/Expenses	5,425
Wire Inspection	Personnel/Expenses	10,099
Animal Control	Personnel/Expense	16,959
Tree Warden	Expenses	13,361
Montachusett Tech	Expenses	121,504
Highway Administration	Personnel	674,209
Highway Constr. And Maint.	Expenses	237,795
Snow and Ice	Expense	193,347
Street Lighting	Expenses	6,976
DPW Articles	Art. 18, ATM FY16 DPW Dump Truck	174,990
Waste Collection/Disposal	Expenses	172,147
Water Distribution	Expenses	17,987
Water Articles	Art. 11, ATM FY16 DPW SCADA Upgrade	9,578
Pond Committee	Expenses	25,030
Cemetery	Expenses	1,819

GENERAL FUND EXPENSES

Fiscal Year 2016

Department	Description	Spent
Board of Health	Personnel/Expense	26,966
Council on Aging	Personnel/Expenses	90,362
	Art. 12, ATM FY16 COA PT Outreach	19,655
MART Van Services	Personnel/Expense	33,774
Veterans' Services	Veterans' Benefits/Expenses	20,070
Library	Personnel	408,855
	Expenses	149,384
	Art. 17, FY16, Replace Town Dock	4,975
Recreation	Personnel/Expenses	27,038
Parks	Personnel/Expense	29,824
Historical Commission	Expenses	0
Recurring Capital	Public Works Equipment	26,504
	Police Cruiser	34,213
Retirement of Debt	Expenses	911,252
Interest - Debt, Costs	Expenses	291,851
State Assessments	Expenses	820,134
Insurance - Town Share	Expenses	2,313,529
Benefits Administration	Expenses	-832
Retirement/Pensions	Expenses	682,457
Workers Compensation	Expenses	100,363
Unemployment	Expenses	21,097
Deferred Compensation	Expenses	15,483
OPEB Trust Funding	Expenses	450,000
Grand Total		11,897,771

HARVARD PUBLIC SCHOOLS

Omnibus Budget and Articles Approved by Town Meeting

Department	Expend. FY16	Subtotal	Grand Total
Superintendent			
Salaries/Benefits	\$ 420,791		
Transportation	255,439		
Other Expenses	119,414		
		<u>\$ 795,644</u>	
Maintenance			
Salaries	\$ 474,449		
Utilities	270,273		
Services	216,817		
		<u>\$ 961,539</u>	
Harvard Elementary			
Salaries	\$ 2,331,233		
Expenses	119,976		
		<u>\$ 2,451,209</u>	
Bromfield School			
Salaries	\$ 4,429,415		
Expenses	196,866		
		<u>\$ 4,626,281</u>	
Special Education Services			
Salaries	\$ 2,169,139		
Other Expenses	63,585		
Collaborative Services	390,986		
Transportation	246,917		
Tuition	272,002		
PreSchool	11,938		
		<u>\$ 3,154,566</u>	
Technology			
Salaries	\$ 186,269		
Expenses	123,372		
		<u>\$ 309,640</u>	
Total Omnibus			<u>\$ 12,298,880</u>
Articles			
FY16, Art. 21 VOIP Phone System	50,394		
FY16, Art. 20 HES Bathroom Renov	29,872		
FY16, Art. 23 BRMF Air Exchange	26725.81		
		<u>\$ 106,992</u>	

ALL OTHER FUNDS

Revenue and Expenditures

Fiscal Year 2016

	End. Balance 06/30/15	Revenue	Expend.	End. Balance 06/30/16
SCHOOL REVOLVING				
Community Education	74,903	353,910	326,795	102,017
Devens	481,773	1,689,986	1,376,480	795,279
School Lunch	7,164	658,413	641,420	24,157
School Athletics	(4,544)	208,268	203,011	713
School Rental	4,142	20,470	15,716	8,897
Preschool Revolving	41,055	56,309	85,000	12,363
School Bus Revolving	7,760	57,098	60,000	4,857
Restitution, Lost Books	1,073	186	-	1,259
Kindergarten Tuition	25,223	187,447	160,849	51,821
Bromfield Student Activity	72,155	218,302	232,833	57,624
HES Student Activity	5,621	52,748	51,950	6,419
SCHOOL GIFTS				
HES Gift	5,265	12,942	10,542	7,665
Bromfield Gift	(679)	30,325	22,119	7,527
Patterson Foundation		2,500	687	1,813
Shaw Trust	393,337	48,298	69,198	372,437
SCHOOL GRANTS				
Special Ed Early Childhood	250	6,133	6,953	(570)
Special Education	32,676	197,278	279,190	(49,235)
Special Ed Early Childhood Improve.	2	1,750	1,743	9
Title I	18,546	131,821	157,711	(7,344)
Educator Quality	-	13,905	13,905	-
Academic Support	1,149	6,838	5,714	2,273
Kindergarten Enhancement	-	23,610	23,610	-
School Choice (Special Revenue)	41,629	351,884	145,000	248,513
Circuit Breaker (Special Revenue)	459,099	369,834	444,562	384,371
MUNICIPAL REVOLVING				
Park and Recreation	10,576	88,884	89,460	10,000
Wetlands Fees	13,875	1,185	-	15,060
Council on Aging	13,698	6,683	11,768	8,612
Law Enforcement Trust	1,445	-	-	1,445
Town Beach Walkway	1,401	-	1,401	-
Insurance Recovery	15,577	31,640	35,784	11,433
4th of July	3,908	32,520	28,344	8,084
Ambulance	5,553	4,500	1,198	8,855
Municipal Building (PILOT)	2,469	-	2,469	-
SAFE Revolving	6,316	5,030	575	10,770

ALL OTHER FUNDS

Revenue and Expenditures

Fiscal Year 2016

	End. Balance 06/30/15	Revenue	Expend.	End. Balance 06/30/16
MUNICIPAL GIFT				
Ritter Donation	164	-	-	164
DARE	2,822	-	-	2,822
Harvard Village Fund	153	-	-	153
Bare Hill Pond	225	-	-	225
John Gray Transfer Station	1,105	-	-	1,105
Police	508		101	407
Library	3,953	777	-	4,730
Library - Sun Hill	-	5,000	3,294	1,706
Council on Aging	15,070	9,463	4,761	19,773
Skateboard Park	1,500	-	-	1,500
Ambulance	20,018	3,630	3,079	20,568
Highway Athletic Fields	124	-	-	124
Care of Park/Common	1,540	-	-	1,540
Cable PEG Access Gift	137,444	-	59,565	77,879
Historical Commission	1,011	-	-	1,011
Fire Department Gift	5,947	7,680	6,154	7,473
Collin Fay Gift	1,000	-	-	1,000
Town Hall Restoration Gift	81	-	-	81
Harvard Tree Gift	3,558	3,125	1,347	5,336
RESERVED FOR APPROPRIATION				
Sale of Cemetery Lots	168,387	6,388	50,000	124,775
Ambulance	262,274	202,532	161,062	303,744
HCTV	-	57,577	-	57,577
MUNICIPAL GRANTS				
Extra Poll Hours	752	50	-	802
Hildreth House Landscaping	193		90	103
Library - State Aid	29,200	7,941	19,199	17,941
Cultural Council	4,198	4,505	4,496	4,207
Historical Commission	5,000	-	-	5,000
Council on Aging	67	9,964	9,987	44
Senior SAFE	2,795	6,953	793	8,955
Fire SAFE	3,020	-	615	2,405
Curbside Recycling	21,665	833	-	22,498
Bullet Proof Vests	828	-	-	828
Fire Safety Equipment	(2,067)	2,000	4,812	(4,879)
Law Enforcement Equipment	6,027	-	1,009	5,018
Park & Rec Trail Grant	559			559
Barehill Pond Project	52,082	-	2	52,080
Local Preparedness	(3,378)	4,435	3,450	(2,393)
Pedestrian Bike Path	3,514	-	-	3,514
Emergency Preparedness	8,805	-	1,527	7,278
State 911 Grant	-			-
Green Community	18,196	169,436	158,557	29,075
CDBG Grant	119,335	367	113,125	6,577
DCR Fire Grant	984		984	-
BOH Grant Writing	1			1
FEMA Assistance	(75,187)	75,187		-
Rural Fire Assistance	37			37

ALL OTHER FUNDS

Revenue and Expenditures

Fiscal Year 2016

	End. Balance 06/30/15	Revenue	Expend.	End. Balance 06/30/16
OTHER				
Community Preservation Fund	193,695	274,655	281,607	186,743
Title V Loans	(2,868)	59,514	59,154	(2,509)
Recreation Land	12,365	-	-	12,365
Littleton County Road	(662,481)	663,000	-	519
Elementary School Lighting	850	-	-	850
Highway Fund (Chapter 90)	(333,474)	604,962	271,488	-
Hildreth Renovation	-	-	11,150	(11,150)
Fire Tanker Truck	-	350,000	-	350,000
Water System Improvements	(304,117)	320,000	-	15,883
Municipal Buildings	(185,000)	185,000	-	-
Forestry Truck	(105,000)	105,000	-	-
Sewer Construction	89,971	125,000	-	214,971
Fire /HH Sewer	(7,323)	175,000	167,677	-
Town Hall Building Construction **	(733,607)	3,870,000	2,478,338	658,056
Pond Road Parking Lot	(155,741)	157,000	-	1,259
Equitable Sharing	630	-	-	630
Police Details	(34,684)	157,872	156,591	(33,404)
Stabilization Fund	1,211,510	37,059	60,028	1,188,541
Capital Stabilization Fund	1,888,235	375,266	1,245,689	1,017,812
Conservation Funds	149,762	203,270	283,844	69,188
Conservation Funds-CPA	211,011	9,835	215,705	5,140
 Sewer Enterprise Fund	 387,139	 134,746	 134,631	 387,254
Note: Trust Fund Activity is summarized in the report of the Town Treasurer				

LONG TERM DEBT

Project	06/30/15	Retired FY16	06/30/16	Final Payment
Public Safety Building Construction	\$ 765,000	\$ 140,000	\$ 625,000	2021
Bromfield School	\$ 3,280,000	\$ 350,000	\$ 2,930,000	2025
Bromfield School Roof	\$ 250,000	\$ 125,000	\$ 125,000	2017
Old Bromfield/Library	\$ 1,350,000	\$ 145,000	\$ 1,205,000	2025
DPW Equipment	\$ 120,000	\$ 10,000	\$ 110,000	2024
Fire Equipment	\$ 400,000	\$ 35,000	\$ 365,000	2024
Total		\$ 805,000	\$ 5,360,000	

**Town of Harvard Trust Funds
Fiscal Year 2016 Balances**

	7/1/2015		6/30/2016
	Beginning Balance	Net Change	Ending Balance
Cemetery Funds			
Cemetery Perpetual Care	\$ 221,710.90	\$ 2,411.01	\$ 224,121.91
Charles Whitney Cemetery	\$ 17,624.74	\$ 554.00	\$ 18,178.74
John Maynard Cemetery	\$ 39,259.97	\$ (1,668.92)	\$ 37,591.05
Sibley Cemetery	\$ 22,617.87	\$ 710.94	\$ 23,328.81
Bellevue Cemetery	\$ 37,926.61	\$ 1,192.13	\$ 39,118.74
Shaker & Sears Cemetery	\$ 4,254.87	\$ (87.12)	\$ 4,167.75
Library Funds			
Ring Book Fund	\$ 6,163.17	\$ 193.71	\$ 6,356.88
George Clark Library	\$ 1,182.07	\$ 37.17	\$ 1,219.24
Walter Whitney Library	\$ 22,386.52	\$ (2,378.08)	\$ 20,008.44
Hapgood Library	\$ 51,245.28	\$ 1,610.78	\$ 52,856.06
Lawrence Library	\$ 13,536.44	\$ (1,628.99)	\$ 11,907.45
Mary Blood Library	\$ 6,968.14	\$ 219.02	\$ 7,187.16
Andrew Fairbank Library	\$ 3,422.98	\$ 107.59	\$ 3,530.57
Miscellaneous Funds			
Ginny Thurston Scholarship	\$ 17,294.33	\$ 543.62	\$ 17,837.95
Harvard 300th Anniversary	\$ 14,914.39	\$ 468.80	\$ 15,383.19
Warner Lecture Fund	\$ 28,155.84	\$ (480.53)	\$ 27,675.31
Maynard Clock	\$ 574.66	\$ 18.06	\$ 592.72
Georgia Whitney Poor	\$ 23,437.46	\$ 736.69	\$ 24,174.15
Warren K Harrod	\$ 2,493.38	\$ 78.37	\$ 2,571.75
Salvage Fund	\$ 2,344.47	\$ 73.70	\$ 2,418.17
Hildreth Clock	\$ 527.95	\$ 16.59	\$ 544.54
Hildreth Common	\$ 6,096.06	\$ 191.60	\$ 6,287.66
Tuttle Memorial	\$ 13,302.47	\$ 418.15	\$ 13,720.62
Will Post Memorial	\$ 7,966.43	\$ 252.91	\$ 8,219.34
Entrepreneur's Scholarship	\$ 1,082.75	\$ 34.05	\$ 1,116.80
BA Gould Scholarship Fund	\$ 7,137.00	\$ (777.00)	\$ 6,360.00
Thomas Ford District Nurse Fund	\$ 35,106.11	\$ 1,105.21	\$ 36,211.32
Ambulance Scholarship Fund	\$ 26,099.91	\$ (1,632.03)	\$ 24,467.88
Rantoul Trust - Elderly	\$ 27,925.12	\$ 877.78	\$ 28,802.90
Rantoul Trust - General	\$ 184,897.66	\$ (14,908.36)	\$ 169,989.30
Total Trust Fund Balances	\$ 847,655.55	\$ (11,709.15)	\$ 835,946.40

All funds shown include both expendable and non-expendable unless noted by *, then only expendable.

2016 School and Town Annual Earnings

SCHOOL					
<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
ACCORSI	JOAN	72,933.14			72,933.14
ADAMS	JAMIE	32,436.32			32,436.32
ADELSON	NATHANIEL	2,698.00			2,698.00
ALEXANDER	PAMELA	26,856.68			26,856.68
ALI	FADIYA	1,265.00			1,265.00
ALLARD	MARYANNE	28,858.94			28,858.94
AMBROSINO	CYNTHIA	98,681.32		1,365.00	100,046.32
ARCAND	ROBYN	1,658.30			1,658.30
AYLES	DAWN	87,996.03			87,996.03
BAGATELLE	DAVIDA	96,483.26		1,164.30	97,647.56
BARANOWSKI	JENNIFER	29,071.11		346.25	29,417.36
BASSAGE	AMY	88,930.68		650.00	89,580.68
BATCHELDER	HELEN	5,110.00			5,110.00
BEARCE	MATTHEW	26,375.72	4,565.00		30,940.72
BENOIT	ROBIN	51,500.80			51,500.80
BILODEAU	JANINE	1,000.00			1,000.00
BLOCK	JARED	375.00			375.00
BOBRUFF	DAVID	8,168.00			8,168.00
BOISVERT	DAVID	85,122.26		958.25	86,080.51
BOLDUC	MIKAYLA	180.00			180.00
BOYLE	CHRISTOPHER	92,481.04			92,481.04
BRAGG	MARGARET	98,414.42			98,414.42
BROOKS	MARTHA	96,915.38		1,083.03	97,998.41
BROWN	JANET	82,782.30			82,782.30
BRUNING	GAYLE	35,345.95	1,333.29	369.46	37,048.70
BURNS	CHRISTINA	64,652.40		650.00	65,302.40
BURTON	JULIE	26,188.08			26,188.08
CAMPAIGNE	JACQUELINE	2,595.00			2,595.00
CAMPBELL	MARYBETH	92,221.36		1,025.60	93,246.96
CARBON	ROBERT	500.00			500.00
CARLUCCI	KELLIE	82,346.84		889.33	83,236.17
CARROLL	MARY	9,907.39			9,907.39
CASTRO	LISA	590.00			590.00
CAVANAUGH	ALEXA	14,829.66			14,829.66
CAVANAUGH	JUDITH	54,968.28			54,968.28
CHANDLER	TONI	11,260.00			11,260.00
CHAPMAN	PAMELA	84,980.09		1,140.31	86,120.40
CHLAPOWSKI	SUSAN	87,645.06			87,645.06
CIAMPA	HEIDI	300.00			300.00
CLARK	COLEEN	5,800.00			5,800.00
CLARK	TIMOTHY	130.00			130.00
CLARKE	JOSHUA	94,552.26			94,552.26
COLANGELO	LORI	11,085.00			11,085.00
CONTE	MARYANN	91,751.10		557.29	92,308.39
COOKE	DANIEL	808.64			808.64
COOKE	LYNN	82.18			82.18
CORRENTY	PAUL	103,724.56		992.45	104,717.01
CORRENTY	SHARON	76,066.33			76,066.33
COSTA	JENNIFER	15,553.09			15,553.09
COZZENS	MARGARET	19,523.57			19,523.57

SCHOOL					
<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
CREAVEN	MICHELLE	83,028.48		1,025.60	84,054.08
CRITTENDON	LAUREN	90,986.06		1,086.40	92,072.46
CUDMORE	KAREN	99,952.38		156.00	100,108.38
CULLINANE	F ROBERT	101,253.65		2,328.60	103,582.25
CUTLER	COURTNEY	59,842.71			59,842.71
D'AMICO	NICHOLAS	2,400.00			2,400.00
DAVIDSON	MICHAEL	4,984.00			4,984.00
DECOSTE	ERIN	59,117.40			59,117.40
DESARRO	MICHAEL	93,681.26		1,164.30	94,845.56
DESJARDINS	LOREN	24,742.95			24,742.95
DICKASON	JEAN	898.40			898.40
DOHERTY	KATHLEEN	100,599.30		2,378.60	102,977.90
DONAHUE	SHEILA	555.00			555.00
DONOVAN	KATHLEEN	1,099.44			1,099.44
DOUCETTE	LUCIA	13,593.60			13,593.60
DOWNING	SUSAN	95,520.58		711.92	96,232.50
DRUMMEY	ELIZABETH	4,705.00			4,705.00
DURANCEAU	JACQUES	59,532.86			59,532.86
DWIGHT	LINDA	160,244.17		1,170.00	161,414.17
DYER	JANIS	65,701.12		757.19	66,458.31
EKLUND	JENNIFER	58,860.24			58,860.24
EPSTEIN	REBECCA	4,685.91			4,685.91
FARLEY	MONICA	3,210.00			3,210.00
FARNSWORTH	LORI	38,077.99		479.69	38,557.68
FARNSWORTH	SUSAN	42,174.82			42,174.82
FARRAR	LINDSEY	12,642.65			12,642.65
FONTAINE	CYNTHIA	45,701.78			45,701.78
FORCE	MARK	85,097.10		2,000.00	87,097.10
FRANCIS	NICHOLAS	10,412.32			10,412.32
FRASER	JENNIFER	95,373.06		750.00	96,123.06
FREDERICK	SUSAN	115,088.56			115,088.56
FRENCH	DAWN	42,863.64			42,863.64
FUSCO	RACHAEL	54,643.68			54,643.68
GALESKI	LORELEI	36,304.31			36,304.31
GAMAGE	KIRSTI	87,741.88		649.82	88,391.70
GEBRU	AMY	21,922.56			21,922.56
GIBBS	GRETCHEN	79,170.28			79,170.28
GIBSON	ROLAND	240.00			240.00
GILFIX	DAVID	87,141.88		1,083.03	88,224.91
GINTNER	MATTHEW	21,734.61	389.81		22,124.42
GRAHAM	MARY-ELIZABETH	37,154.30			37,154.30
GREAYER	ROCHELLE	1,855.00			1,855.00
GRIPI	CLARE	10,999.42			10,999.42
GROGAN	MARGARET	47,409.52			47,409.52
HADORN	MARGARET	16,585.05			16,585.05
HALLS	ANTHONY	1,495.50			1,495.50
HAROUTUNIAN	JESSICA	59,770.10			59,770.10
HARRINGTON	MARIE	113,204.18			113,204.18
HARRIS	CYNTHIA	92,120.93		515.50	92,636.43
HART	ELIZABETH	15,356.81			15,356.81
HATCH	SHERYL	26,046.26			26,046.26
HAVENS	LESLIE	4,000.00			4,000.00
HAYWARD	KATHRYN	8,347.00			8,347.00
HENRY	M GRETCHEN	3,265.63			3,265.63
HILL	THOMAS	4,900.00			4,900.00
HODGENS	CRISTIN	76,641.40			76,641.40
HOFFMAN	SCOTT	117,115.62		520.00	117,635.62

SCHOOL					
<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
HOLLAND	MARY ELIZABETH	20,225.04	497.57		20,722.61
HOLMES	SUSAN	47,059.52		1,167.90	48,227.42
HOLMES	CHRISTOPHER	2,991.00			2,991.00
HOLT	WYATT	93,809.26		650.00	94,459.26
HOORNEMAN	ELIZABETH	59,738.06			59,738.06
HOPKINS	LISA	95,636.48		2,328.60	97,965.08
HORNE	ALEXANDER	2,698.00			2,698.00
HORTON	JULIE	101,822.68		1,107.13	102,929.81
HUBER	EDIE	4,290.00			4,290.00
HUNT	NIKOLAUS	22,990.98			22,990.98
HYDE	JESSICA	90,811.08		585.00	91,396.08
JACOBS	MICHAEL	1,500.00			1,500.00
JONES	DONALD	26,843.37			26,843.37
JONES	CHRISTOPHER	92,251.10			92,251.10
JOYCE	DANIEL	3,985.00			3,985.00
KARABATSOS	MAUREEN	214.20			214.20
KARABATSOS	LEWIS	1,485.00			1,485.00
KARIS	CHRISTINA	12,976.03			12,976.03
KARIS	NANCY	3,230.00			3,230.00
KEANE	MICHELLE	54,236.25			54,236.25
KEANE	KATHERINE	65,049.46			65,049.46
KEATING	DENISE	47,756.08		889.33	48,645.41
KEITH	MAUREEN	84,567.18			84,567.18
KEKIS	ANNA	1,025.00			1,025.00
KELLEY	BARBARA	99,714.27		2,300.00	102,014.27
KELLEY	ANDREW	2,850.00			2,850.00
KENT-BARNES	AMY	26,633.88			26,633.88
KERWIN	DIANE	24,811.65	165.04	183.75	25,160.44
KHURANA	MARISA	54,707.55		399.99	55,107.54
KIER	KAITLYN	500.00			500.00
KILIAN	RYAN	2,492.00			2,492.00
KILKENNY	LAURA	14,506.88			14,506.88
KING	ABIGAIL	180.00			180.00
KING	DAVID	260.00			260.00
KLIGERMAN	MICHELLE	5,372.88			5,372.88
KRANZ	ELISABETH	44,733.44		325.00	45,058.44
KULPINSKI	GAIL	725.00			725.00
LABBE	NANCY	490.88			490.88
LAMERE	JAMES	612.50			612.50
LAMERE	SARA	73,125.71		473.20	73,598.91
LANDRY	PAUL	38,169.28	1,225.74		39,395.02
LANGLOIS	JAMES	2,685.00			2,685.00
LAVIGNE	KEITH	69,534.76			69,534.76
LAZARO	KRISTINA	78,482.97		432.90	78,915.87
LOMBARD	JANET	58,638.40		2,280.63	60,919.03
LYNCH	MELISSA	2,000.00			2,000.00
LYNDE	MATTHEW	80,100.14			80,100.14
LYONS	JOANNE	22,465.05	171.71		22,636.76
MACDONALD	MICHELE	6,992.57			6,992.57
MADRASWALLA	SABIHA	17,813.48			17,813.48
MAIORE	JOYCE	526.58			526.58
MALLOY	JONATHAN	8,028.23			8,028.23
MAMOON	RESHMA	130.00			130.00
MANNHERZ	ELLEN	400.00			400.00
MARIANI	JAIME	180.00			180.00
MARRESE	CHRISTOPHER	1,855.00			1,855.00
MARYA	SANGITA	91,625.41		1,047.45	92,672.86

SCHOOL					
<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
MATTIE	BRYCE	81,884.66		514.69	82,399.35
MAYO	DEBRA	31,934.06			31,934.06
MAZEROLLE	GINA	13,098.96			13,098.96
MCCABE	TIMOTHY	400.00			400.00
MCDONALD	JESSICA	7,635.68			7,635.68
MCGLAMERY	RAYNE	23,845.30			23,845.30
MCGUIRE	JAMES	2,658.00			2,658.00
MCINTYRE	JANE	165.00			165.00
MCKENNA	MARK	30,104.94	4,287.87		34,392.81
MCKENNA	CLAUDIA	33,379.52			33,379.52
MCMANUS	KRISTIN	73,020.80		390.00	73,410.80
MEYER	BARBARA	10,855.00			10,855.00
MILLER	MIRANDA	66,948.89		520.00	67,468.89
MILLIKEN	NANCY	2,298.19			2,298.19
MOEHRING	ALLYSON	14,324.24			14,324.24
MONSEN	CARLY	64,010.74			64,010.74
MONTALTO	HEATHER	69,579.62			69,579.62
MOORE	JUDY	3,280.00			3,280.00
MORGAN	MOIRA	14,477.42			14,477.42
MURPHY	PETER	97,396.60		1,140.31	98,536.91
MYLER	CRYSTAL	1,961.85			1,961.85
MYLER	JOSHUA	93,962.05			93,962.05
NEWBOULD	ERIN	83,519.32		162.50	83,681.82
NICHOLSON	TRICIA	450.00			450.00
NIGZUS	STEVE	3,306.45			3,306.45
NIGZUS	COLLEEN	80,329.89		558.31	80,888.20
NILAN	PATRICIA	90,220.63		866.42	91,087.05
NILAND	MELISSA	102,115.49		600.00	102,715.49
NILAND	KIRSTEN	95.00			95.00
NOCKA	JULIANA	3,691.00			3,691.00
NOGLER	LORI	13,492.92			13,492.92
NOLAND	KATHRYN	380.00			380.00
NORMANDIN	EVANN	3,035.00			3,035.00
NORMANDIN	CARRIE	87,105.20			87,105.20
NURMI	JANICE	18,466.78			18,466.78
O'FARRELL	MARY ANN	1,620.00			1,620.00
O'SHEA	JAMES	65,099.00			65,099.00
OLDHAM	LISA	1,840.00			1,840.00
OLIVER	MICHAEL	3,791.67			3,791.67
OPALKA	SUZANNE	665.00			665.00
PANAJIA	JULIANA	49,908.32			49,908.32
PAPIA	CYNTHIA	10,427.96			10,427.96
PARDA	DALE	29,257.73			29,257.73
PARKMAN	SCOTT	715.00			715.00
PATEL	SONYA	972.32			972.32
PATRIQUIN	ABIGAIL	20,006.06			20,006.06
PAWSON	KENNETH	30,051.84	2,105.65		32,157.49
PELLEGRITI-MILLEN	JEAN	22,232.28			22,232.28
PESSIA	BARBARA	3,045.00			3,045.00
PEURA	OKSANA	49,079.37			49,079.37
PHILLIPS	OLIVIA	270.00			270.00
PHILLIPS	MARIE	47,532.08			47,532.08
PHILLIPS	DONALD	760.00			760.00
PIANTEDOSI	TESSA	71,767.34			71,767.34
PIERCE	DEBORAH	97,436.03		2,280.63	99,716.66
PLANCHET	DAVID	3,985.00			3,985.00
PLANTE	SHARON	19,168.67	690.66		19,859.33
POE	MICHAEL	20,571.84			20,571.84

SCHOOL					
<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
POLIS	CATHERINE	102,131.32		698.58	102,829.90
POPIK	MICHAEL	300.00			300.00
PRESCOTT	CYNTHIA	28,849.01	171.79		29,020.80
PRICE	AMY	74,770.34			74,770.34
PROUTY	MARYANN	12,589.07			12,589.07
QUAADGRAS	MARYBETH	51,300.81			51,300.81
QUIRION	LONNIE	3,985.00			3,985.00
RAINEY	CYNTHIA	2,025.00			2,025.00
RAMIREZ	VICTORIA	91,801.10			91,801.10
REALE	CHRISTINE	94,939.91		1,140.31	96,080.22
REDFORD	ANNIE	4,440.00			4,440.00
RETALLACK	GARTH	375.00			375.00
REYNOLDS	THOMAS	66,279.00		1,164.30	67,443.30
REYNOLDS	LUKE	73,850.90			73,850.90
RICARD	MARISSA	10,185.56			10,185.56
RIDDLE	CAROL	19,013.74			19,013.74
RINDENELLO	CLAIRE	600.00			600.00
ROBBINS	CRAIG	19,595.98			19,595.98
ROBICHAUD	LISA	38,415.70	68.40		38,484.10
ROGERS	ALLISON	53,112.72			53,112.72
ROSAL	OLYAN	58,933.70			58,933.70
ROUTE	JONATHAN	5,226.00			5,226.00
ROUTE	TAMMY	77,315.56		312.00	77,627.56
ROWE	PETER	34,100.00			34,100.00
ROWE	THOMAS	3,822.72			3,822.72
RUSSELL	KATELYN	52,917.20			52,917.20
RUSSELL	MATTHEW	2,865.00			2,865.00
SAWYER	ANDREW	31,742.03	57.99		31,800.02
SCHMIDT	SHARON	26,483.74			26,483.74
SCHWINGER	ALICE	18,666.42	1,850.00		20,516.42
SCOTT	WENDY	10,864.07			10,864.07
SEGALOFF	RACHEL	61,826.59			61,826.59
SENNOTT	JULIE	100.00			100.00
SERPA	MARGARET	12,584.13			12,584.13
SHAW	KAREN	3,449.00			3,449.00
SHELTON	MARY JANE	36,830.41	762.11		37,592.52
SHEPHERD	PATRICIA	89,643.50			89,643.50
SHUTTLE	KAREN	50,024.01		1,000.00	51,024.01
SILVER	SUSAN	108,211.91		2,280.63	110,492.54
SINTROS	ERIN	30,893.19			30,893.19
SKROCKI	ANDREW	74,708.13			74,708.13
SMALLEY	MATTHEW	375.00			375.00
SMITH	MARYANN	25,021.68			25,021.68
SNELL	CHRISTOPHER	77,602.26			77,602.26
SOLDI	LISA	99,507.20		2,328.60	101,835.80
STEELE	MADELEINE	546.25			546.25
STEELE	MARISA	3,571.00			3,571.00
STEEVES	CYNTHIA	49,526.30		367.40	49,893.70
STORRO	KAITLYN	1,040.00			1,040.00
SUBRAMANIAN	KABILGANGA	2,495.00			2,495.00
SULLIVAN	KERRY	1,759.00			1,759.00
SULLIVAN	BRENDA	540.00			540.00
SULLIVAN	MARY	21,307.41			21,307.41
SWEENEY	ELIZABETH ANN	100.00			100.00
TABOR	RICHARD	97,885.68			97,885.68
TARULLO	GLENN	95,470.58		1,186.54	96,657.12

SCHOOL

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
TERRIO	LISA	20,820.00			20,820.00
THOMAS	MARC	240.00			240.00
THOMSEN	JANE	26,244.18			26,244.18
THORNTON	ALISON	7,485.50			7,485.50
THORTON	ASHKHEN	1,420.00			1,420.00
THURSTON	JOSHUA	66,868.86			66,868.86
TOWNSEND	ANASTASIA	76,983.58			76,983.58
TRAVERS	JACQUELINE	73,117.05		510.42	73,627.47
TUTTLE	SHARLENE	94,891.93		1,140.31	96,032.24
TUZZOLO	PATRICIA	160.00			160.00
UFEMA	REBECCA	61,702.07			61,702.07
UGLEVICH	LAURA	14,963.48			14,963.48
VAN GUILDER	RODNEY	2,197.00			2,197.00
VANCLEEF	KAREN	850.00			850.00
VANDERVEEN-MIDE	KRISTEN	97,393.68		1,186.54	98,580.22
VASEL	DEVON	2,475.00			2,475.00
VERROCHI	EMILY	72,167.84		345.00	72,512.84
WAGNER	GIOANNE	43,781.92			43,781.92
WAITE	CYNTHIA	51,059.36		633.96	51,693.32
WALKER	DEBORAH	62,716.00			62,716.00
WALTON	MARIA	2,130.00			2,130.00
WASS	RUSSELL	97,251.03			97,251.03
WEYDEMANN	REBECCA	10,752.16			10,752.16
WHAYNE	SUSANNE	965.00			965.00
WHITNEY	ANN	700.00			700.00
WICKS	ALISON	31,203.93			31,203.93
WIENER	DEBRA	53,364.24			53,364.24
WILLIAMS	JOANNE	32,166.04		369.46	32,535.50
WILLSIE	TAMARA	10,616.72			10,616.72
WILSON	ROBERT	2,355.00			2,355.00
WOODSUM	JANET	33,113.27		198.75	33,312.02
WOODSUM	JENNIFER	1,985.00			1,985.00
WOODSUM	DAVID	51,736.92	1,213.39		52,950.31
WRIGHT	ANDREW	81,400.19			81,400.19
WRIGHT	JULIE	7,315.00			7,315.00
ZACHARER	CHRISTOPHER	24,999.80			24,999.80
ZADROGA	MARY	74,674.02		162.50	74,836.52
ZIMMER	MARGARET	89,873.02		1,043.18	90,916.20
DEPT TOTALS		\$ 11,750,162.50	\$ 17,706.02	\$ 65,240.14	\$ 11,833,108.73

LIBRARY

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
ALENSON	AUDREY	8,191.45			8,191.45
ANDREWS	SUSAN	44,772.60			44,772.60
BOLDUC	KRISTEEN	35,442.93			35,442.93
CHAISSON	CATHERINE	18,061.95			18,061.95
DENG	FELICIA	765.00			765.00
DIPIETRO	FELICIA	3,329.00			3,329.00
FAIR	VIVIEN	1,449.00			1,449.00
FLAGG	CAROL	4,996.00			4,996.00
FLOKOS	COURTNEY	1,408.50			1,408.50
FLOKOS	MATTHEW	634.50			634.50
GAGNON	LISA	61,767.52		325.00	62,092.52

LIBRARY

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
HAYES	JILL	37,270.81		-	37,270.81
HOLMES	JENNIFER	5,692.74		-	5,692.74
KINGSBURY	ABIGAIL	54,073.57		390.00	54,463.57
KOZLOWSKI	CELESTE	6,459.48			6,459.48
MACMILLAN	JENNIFER	11,551.35			11,551.35
MCCORMACK	CONSTANCE	19,323.53			19,323.53
MEDVIDOFSKY	MEGAN	7,394.79			7,394.79
SPECHT	JENNIFER	40.00			40.00
WILLARD	ELEANOR	1,602.00			1,602.00
WILSON	MARY	88,078.56	-	2,201.96	90,280.52
DEPT TOTALS		\$ 412,305.28	\$ -	\$ 2,916.96	\$ 415,222.24

PUBLIC WORKS

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
ALLARD	LAURENCE	52,211.65	18,184.10		70,395.75
AMMESMAKI	NICHOLAS	43,981.38	4,722.86		48,704.24
AMMESMAKI	RYAN	38,891.54	10,655.62		49,547.16
BERNHARDT	ANDREW	39,336.33	5,349.84		44,686.17
CARABBA	RICHARD	36,995.05	3,369.03		40,364.08
COZZOLINO	ALFRED	7,512.34			7,512.34
GILBERT	BENJAMIN	47,809.06	12,243.05		60,052.11
GILBERT	RONALD	74,390.28	22,639.61		97,029.89
HOLMES	JAMES	30,332.70	21.72		30,354.42
KIDDER	JASON	26,393.34	2,568.69		28,962.03
NOTA	RICHARD	113,687.58		2,697.76	116,385.34
POITRAS	MICHAEL	10,149.84	2,250.37		12,400.21
TILIKKALA	CRAIG	39,425.13	10,586.75		50,011.88
TREMBLAY	ROBERT	49,435.08	14,856.21		64,291.29
DEPT TOTALS		\$ 610,551.30	\$ 107,447.85	\$ 2,697.76	\$ 720,696.91

POLICE

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
BABU	OVIDIU	102,401.29	47,476.69		149,877.98
BOWOLICK	NATHAN	900.56	225.00		1,125.56
COATES	JOHN	98,456.47	17,282.09		115,738.56
COFFIN	EDWARD	28,965.20	4,425.00		33,390.20
CRISTY	MATTHEW	52,957.72	6,156.00		59,113.72
DENMARK	EDWARD	142,546.56		2,600.00	145,146.56
DRISTILARIS	JOHN	4,165.60			4,165.60
FAHLBECK	NIKKI	14,976.20	1,785.75		16,761.95
FORTUNATO	DANIELE	65,987.28	6,522.52		72,509.80
GENETTI	CHARLES	70,929.10	20,977.43		91,906.53
HUGHES	SCOTT	99,604.42	15,497.03		115,101.45
LANGE	DAVID	420.00			420.00
LUCIER	STEPHEN	800.00	225.00		1,025.00
MARDEROSIAN	FRAN	420.00			420.00
MCNALLY	JOHN	1,176.00			1,176.00

POLICE

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
MINER	TIMOTHY	62,355.85	14,495.46		76,851.31
NATOLI	PATRICIA	48,921.12			48,921.12
ROUVEL	PATRICIA	42,390.96			42,390.96
SARGOOD	ROBERT	420.00			420.00
SCHAEFFER	TIMOTHY	62,083.52	9,671.13		71,754.65
SMITH	JASON	33,992.60	4,800.00		38,792.60
DEPT TOTALS		\$ 934,870.45	\$ 149,539.10	\$ 2,600.00	\$ 1,087,009.55

FINANCE

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
APONTE	ALFREDO	53,922.48			53,922.48
APONTE	JARED	25,675.22			25,675.22
BAKER	ERIN	3,387.60			3,387.60
BROWSE	CARYL	13,550.51			13,550.51
HALEY	AMY	59,039.15			59,039.15
LEONARD	LORRAINE	93,590.88		1,840.65	95,431.53
MCDUGALL	AMY	4,096.92			4,096.92
SPINNEY	HEIDI	45,487.15			45,487.15
VELLANTE	JANET	69,021.76		1,700.54	70,722.30
DEPT TOTALS		\$ 367,771.67	\$ 3,541.19	\$ 371,312.86	

TOWN ADMINISTRATOR & STAFF

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
BRAGAN	TIMOTHY	136,037.16		1,632.00	137,669.16
DOUCET	JULIE	53,458.72		39.00	53,497.72
SOBALVARRO	MARIE	49,018.45			49,018.45
STOFFEL	EDWARD	25,628.40			25,628.40
DEPT TOTALS		\$ 264,142.73	\$ 1,671.00	\$ 265,813.73	

INSPECTORS

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
BAKUN	JAMES	8,751.54			8,751.54
FRIEDRICH	ROBERT	105.63			105.63
HORGAN	PHILIP	476.00			476.00
VELLANTE	GABRIEL	63,527.50			63,527.50
WOODSUM	DAVID	7,669.80			7,669.80
DEPT TOTALS		\$ 80,530.47		\$ 80,530.47	

VETERANS AGENT

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
DETILLION	DWIGHT	5,100.00			5,100.00
DEPT TOTALS		\$ 5,100.00		\$	5,100.00

PARK & RECREATION

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
ALLEN	JACK	945.25			945.25
BEGUE	ANYA	1,171.00			1,171.00
BILODEAU	SHANE	2,283.00			2,283.00
BROWN	TREVOR	1,408.00			1,408.00
CARLSON	GRACE	20.00			20.00
FERGUSON	CARLISLE	3,657.01			3,657.01
FITZSIMMONS	JOHN	3,203.89			3,203.89
FLOKOS	HEATHER	2,819.75			2,819.75
FRASER	ELI	2,878.50			2,878.50
HILL	THOMAS	5,320.00			5,320.00
HOPMAN	MIA	1,897.25			1,897.25
KENNEDY	BRIDGET	1,762.25			1,762.25
LUCK	ALEXANDRA	11,928.00			11,928.00

PARK & RECREATION

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
MARA	LINDA	2,785.00			2,785.00
O'SHEA	CONNOR	2,227.75			2,227.75
PESA	PAT	2,783.13			2,783.13
THORNTON	MICHAEL	1,265.25			1,265.25
WHARTON	LUKE	3,379.26			3,379.26
WHARTON	HANNAH	5,306.00			5,306.00
WILLIAMS	CARLY	6,957.00			6,957.00
DEPT TOTALS		\$ 63,997.29		\$	63,997.29

FIRE

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
BARBER	DUANE	4,250.05			4,250.05
BARTON	WILLIAM	6,647.05			6,647.05
BERTHOUD	WILLIAM	5,523.55			5,523.55
CLEMENTS	ZACHARY	2,355.44			2,355.44
CURRAN	ROBERT	9,289.00			9,289.00
DEBETTENCOURT	FRANK	6,143.69			6,143.69
HARROD	GREGORY	7,697.17			7,697.17
HAZEL	DAVID	3,184.06			3,184.06
HUGHES	ADAM	5,346.04			5,346.04
KENNEALLY	JOHN	2,490.07			2,490.07
KENNEFICK	SEAN	854.60			854.60
MCELHANEY	WILLIAM	4,174.84			4,174.84
MILLER	ANDREW	764.52			764.52
NIGZUS	CHARLES	15,334.76			15,334.76
NOGLER	SCOTT	1,438.06			1,438.06

FIRE

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
NOGLER	SHANE	6,051.76			6,051.76
PERRY	ANDREW	10,797.97			10,797.97
PERWAK	BRIAN	4,263.21			4,263.21
SEARS	IAN	5,152.33			5,152.33
SHAW	WALTER	3,634.26			3,634.26
SHAW	JOSEPH	8,389.08			8,389.08
SICARD	RICHARD	80,546.70			80,546.70
WARREN	JUSTIN	5,216.30			5,216.30
WILLIAMS	ROBERT	1,999.55			1,999.55
WILMOT	BENJAMIN	2,261.30			2,261.30
DEPT TOTALS		\$ 206,918.98		\$	206,918.98

CONSERVATION

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
ALLARD	ELIZABETH	54,070.39		460.00	54,530.39
DEPT TOTALS		\$ 54,070.39	\$	460.00	\$ 54,530.39

AMBULANCE

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
ABOUAF	ISACC	100.00			100.00
ACCORSI	AMANDA	60.00			60.00
ANDREWS	KAREN	60.00			60.00
BASILE	LUCA	1,140.00			1,140.00
BECKMAN	MADELINE	320.00			320.00
BECKMAN	STEVEN	120.00			120.00
BRETZ	GRETA	40.00			40.00
BREYER	JOHN	80.00			80.00
CALDERWOOD	ALEX	160.00			160.00
CHIPMAN	HESTON	200.00			200.00
COLLINS	SOPHIA	120.00			120.00
CONNORS	KATHERINE	220.00			220.00
COTTING	JASON	560.00			560.00
EGAN	HANNAH	420.00			420.00
GOTHORPE	AMY	280.00			280.00
HIERMAN	STEVEN	60.00			60.00
INTO	KYLE	180.00			180.00
JACOBSON	HARRY	240.00			240.00
KUONG	ALLAN	180.00			180.00
MAHONEY	CYNTHIA	80.00			80.00
MILLER	LAWRENCE	540.00			540.00
MITCHELL	CHRISTOPER	140.00			140.00
MITCHELL	JUDITH	60.00			60.00
MYLES	RUTH	120.00			120.00
NITTMANN	MATHIAS	40.00			40.00
NYGREN	KILEY	240.00			240.00
OJEMANN	JOAN	120.00			120.00
ORSULA	GEORGE	1,060.00			1,060.00
STEVENSON	WILLIAM	660.00			660.00

2016 School and Town Annual Earnings

AMBULANCE

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
WALKER	ELIZABETH	180.00			180.00
WARD	TANIA	160.00			160.00
WILLIAMS	KATHLEEN	180.00			180.00
DEPT TOTALS		\$ 8,120.00		\$	8,120.00

BOARD OF HEALTH

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
BAKER	ERIN	6,855.60			6,855.60
BILAFER	VICKI	900.34			900.34
DEPT TOTALS		\$ 7,755.94		\$	7,755.94

COUNCIL ON AGING

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
DUMONT	WILFRED	11,139.97			11,139.97
GODDARD	JOAN	16,176.90			16,176.90
HOLLAND	MARIA	24,109.58			24,109.58
PETERS	JAMES	5,941.84			5,941.84
TENNESON	PETER	8,400.32			8,400.32
THOMPSON	DEBORAH	63,825.12			63,825.12
VALLADARES	JULIO	6,501.85			6,501.85
WALKER	CATHY	13,461.80			13,461.80
WINCHELL	CHARLOTTE	2,021.00			2,021.00
DEPT TOTALS		\$ 151,578.38		\$	151,578.38

COUNCIL ON AGING - SENIOR TAX WORKOFF

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
ALTMAN	BARBARA	1,000.00			1,000.00
BURNETT	DAVID	624.00			624.00
GARFIELD	THOMAS	1,000.00			1,000.00
GUPTILL	MARTHA	1,000.00			1,000.00
LEE	DOUGLAS	1,000.00			1,000.00
LEEMING	EDWARD	20.00			20.00
MURPHY	STANLEY	410.00			410.00
SOJA	DONALD	1,000.00			1,000.00
SPIELVOGEL	CHRISTINE	1,000.00			1,000.00
WILLIAMSON	JOANNE	844.00			844.00
WONG	JUDITH	1,012.00			1,012.00
ZAIS	KAREN	344.00			344.00
DEPT TOTALS		\$ 9,254.00		\$	9,254.00

2016 School and Town Annual Earnings

DOG OFFICER

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
BAMFORD	ANN	3,999.96			3,999.96
WILLARD	PAUL	12,500.04			12,500.04
DEPT TOTALS		\$ 16,500.00		\$	16,500.00

CABLE

<u>Last Name</u>	<u>First Name</u>	<u>Regular & Other</u>	<u>Overtime</u>	<u>Match</u>	<u>Total Gross</u>
ALEXANDER	CLARA	157.50			157.50
FERGUSON	J BRINTON	2,483.62			2,483.62
FERNANDEZ	ROBERT	2,790.88			2,790.88
ZULAWNIK	ANNA	10,395.54			10,395.54
DEPT TOTALS		\$ 15,827.54		\$	15,827.54

2016 Total Annual Earnings **\$ 14,959,456.92** **\$ 274,692.97** **\$ 79,127.05** **\$ 15,313,277.01**

NOTES

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	234	Littleton County Road at Littleton Town Line
113	Willow Road	235	Slough Road
114	Madigan Road	236	Haskell
115	Still River Road at Prospect Hill Road	241	Hynes Lane
116	Still River Depot Road	242	Murray Lane
117	Still River Road at Bolton Town Line	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