

TOWN OF LANCASTER

MASSACHUSETTS



ANNUAL REPORT

OF

OFFICERS & COMMITTEES

2007

Town of Lancaster

2007 Annual Report

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IN MEMORIAM

ANTONIO G. SOMENSINI
OCTOBER 11, 1923 – JULY 31, 2007

BOARD OF SELECTMEN
BUILDING INSPECTOR
BOARD OF APPEALS
THAYER FIELD COMMISSION
HIGHWAY SAFETY COMMITTEE
TOWN GARAGE BUILDING NEEDS COMMITTEE

EILEEN R. RYDER
SEPTEMBER 12, 1922 – AUGUST 26, 2007

LANCASTER POLICE DEPARTMENT
LANCASTER SENIOR CITIZENS

MARY H. LAVIGNE
SEPTEMBER 28, 1899 – SEPTEMBER 26, 2007

BOSTON POST CANE RECIPIENT
GRAND MARSHALL, 350TH PARADE

C. RICHARD MATTLAND, JR
JUNE 11, 1937 – DECEMBER 14, 2007

VOLUNTEER – OFFICE OF COMMUNITY
DEVELOPMENT AND PLANNING

FRANCIS D. TYLER, JR
NOVEMBER 3, 1939 – DECEMBER 31, 2007

CONSERVATION COMMISSION

ATLANTIC UNION COLLEGE AND SOUTH LANCASTER ACADEMY CELEBRATE 125TH ANNIVERSARY

“This has been a very exciting year at Atlantic Union College,” says Bordes Henry Saturné, chair of the 125th Anniversary Planning Committee. “South Lancaster Academy and Atlantic Union College joined their energies to celebrate this 125th anniversary. We are grateful for the presence of the Holy Spirit, who spoke meaningfully throughout the various ceremonies on our theme *“Share the Light.”*”

“One-hundred-twenty-five years is a major landmark,” states Atlantic Union College President Norman Wendth. “We are the cornerstone of Seventh-day Adventist education and we call ourselves that because we are the oldest continuously operated Adventist institution of higher education. It’s a very important role we play for the Church, especially in the northeast. This 125th anniversary is an opportunity to stop and reflect on that role in the Seventh-day Adventist Church and to remind others of what our contributions have been.”

125th Anniversary Celebration presentations began in the spring of 2007 in February, March and April at the Stoneham, Massachusetts; Brunswick, Maine; Union Springs and Flatbush, New York churches.

Donald King, chair of the Atlantic Union College Board of Trustees, shared the opening message to a joint chapel of the College, academy, and elementary school on March 27, 2007, at the historic Village Church in South Lancaster. Coverage of this event was shared with Central Massachusetts at large with a pictorial spread covering the B section of the *Worcester Telegram and Gazette*. Additional newspapers carried various photos and articles through the year.

Joint programs were also held in Machlan Auditorium on the campus and at the AUC Alumni Weekend. South Lancaster Academy’s Alumni Weekend was October 5-7, 2007.

“We have been inspired at every anniversary event,” says Saturné, “Vibrant messages have been brought through our Sabbath worship (Saturday) speakers—all former Atlantic Union College students: Angel Rodriguez, Executive Secretary of the New York Conference of Seventh-day Adventists in Syracuse, New York; Benjamin Reeves, previous president of Oakwood College, Huntsville, Alabama; and Bill Knott, executive editor of the *Adventist Review* and *Adventist World* magazines at the General Conference of Seventh-day Adventists, Silver Spring, Maryland.”

Saturné stated that objectives of the celebrations were:

- To give thanks to the Lord for His rich blessings on these “schools of the prophets” during the last 125 years;
- To praise His name for the astonishing success of thousands of alumni and their contributions to the Seventh-day Adventist Church and their communities;
- To pass on to the new generation the precious legacy of dedication, spirit of sacrifice, and trust in the Lord so courageously modeled by our pioneers;
- To *“Share the Light”* with the community and the constituency;

- To provide additional information about the mission and the services of these institutions; and
- To reaffirm our faith and our hope for a bright future.

Faculty and staff also made 125th Anniversary presentations at every Adventist conference camp meeting (state or region) in the Atlantic Union Conference which is comprised of the New England states and Bermuda. This includes Bermuda; the Luso-Brazilian, English, two Hispanic, Franco-Haitian, and United camp meetings in the Greater New York Conference; two weekends at the New York Conference; Hispanic, English, and Haitian camp meetings in Northeastern Conference; two camp meeting weekends in Northern New England Conference; and two camp meeting weekends in Southern New England Conference—English, Hispanic, Haitian, and Portuguese.

“Because of the vision of our forefathers in 1882 establishing ‘that New England School,’ we have leaders who went to Browning Elementary School in South Lancaster, who graduated from South Lancaster Academy and AUC,” said Jon Nosek, director of development at South Lancaster Academy. “These are three solid institutions that have gone through the Great Depression, wars, and all kinds of storms.

“The schools have been fortresses of quality Seventh-day Adventist education for 125 years—strong institutions who have produced leaders. Leaders including doctors, missionaries, teachers, engineers, lawyers, farmers, people from all walks of life making a contribution all over the world. And, the schools have produced lay people who, because of their solid Christian background, have raised other generations

who have attended these three schools and have become leaders in their fields.”

Today, in the 21st Century, regardless of their major, students are challenged to find creative ways in their area of study to share the Gospel. They travel the local community and the world for missions. After 125 years of “*Sharing the Light*,” we’re still doing it—“*Sharing the Light*.”

New Focus

“Beginning this very next school year, August 2008” says College president Norman Wendth,



“AUC will offer a specialized curriculum focused on Community Engagement and Christian Leadership. All curricula will prepare graduates for careers in professions that serve others and improve society – careers in education, health care, ministry, and similar ‘helping’ professions. Very importantly, it also will now offer one of the few degrees in Christian leadership in the United States and the only bachelor’s degree in Christian leadership in the Seventh-day Adventist educational system.”

Graduates will be prepared either to enter the workforce with leadership skills or to continue into graduate studies in Christian leadership elsewhere.

“All students, no matter what profession they are preparing for,” says Wendth, “will be prepared to actively engage with their communities. General Education courses – required by all U.S. colleges and universities – at AUC will include courses that develop the understanding to analyze social problems and the skills to act to help fix

them – actively practicing the gospel in the most real ways possible.”

Cindy Kurtzhals
Director Public Relations

Atlantic Union College
South Lancaster, Massachusetts

Guest Speaker at AUC 125th Anniversary Fall Celebration

Adventist Review and *Adventist World* editor and executive publisher Bill Knott, formerly of Lancaster, was guest speaker for the joint Atlantic Union College and South Lancaster Academy 125th Anniversary worship service on September 22, 2007, in South Lancaster. Knott is a 1979 graduate of Atlantic Union College (AUC) a 1975 graduate of South Lancaster Academy, and attended Browning Elementary School since fourth grade.



Knott, a veteran pastor, author and historian, and a nine-year associate editor

of *Adventist Review* and *Adventist World*, was elected editor and executive publisher of both publications effective January 1, 2007.

The immediate Knott family members are all either AUC graduates or previous employees. Debby (Rochon), Knott's spouse, graduated in 1981; brothers David and Ronald graduated in 1978 and 1981 respectively. Current Lancaster residents include his father David Knott, a well known local historian who graduated in 1951 and is a professor emeritus of English, and his mother Rose Marie, who retired as secretary for AUC's dean of students.

I. GENERAL INFORMATION

Elected Town Officials and Committees

POSITION/ BOARD/COMMITTEE	NAME	TERM EXPIRATION
Moderator	Stanley B. Starr, Jr.	May, 2008
Board of Selectmen	Shawn S. Winsor Christopher J. Williams Jennifer B. Leone	May, 2008 May, 2009 May, 2010
Board of Public Works	Douglas A. DeCesare John J. King, Jr. John P. Sonia	May, 2008 May, 2009 May, 2010
Board of Health	Stephen Piazza Robert L. Baylis Vera B. Davis	May, 2008 May, 2009 May, 2010
Board of Library Trustees	Frank T. MacGrory Emily J. Rose Stephanne J. Fiori John C. Schumacher-Hardy Frank S. Streeter Michael J. Lukaszewicz	May, 2008 May, 2008 May, 2009 May, 2009 May, 2010 May, 2010
Planning Board	Eugene C. Christoph Francis Sullivan Victor A. Koivumaki Jeanne G. Rich John J. King, Jr.	May, 2008 May, 2009 May, 2010 May, 2011 May, 2012
Finance Committee	John J. Wojciak James J. Piermarini James E. Riley, Jr. Janet M. Baylis Walter F. Sendrowski	May, 2008 May, 2009 May, 2009 May, 2010 May, 2010
Housing Authority	Muriel J. McLaughlin Mary Judith MacLean Henry A. Richter Daunne M. Miller	May, 2009 May, 2010 May, 2011 May, 2012
<i>State Appointee</i>	John A. Foster, II	State Appointee

**Nashoba Regional School
District Committee**

Meledath Govindan
Donald E. Adams
Monica V. CampoBasso

May, 2008
May, 2009
May, 2010

<p align="center">Officers Appointed Annually by the Board of Selectmen</p>
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POSITION/TITLE	NAME	TERM EXPIRATION
Animal Control Officer	Phyllis A Tower	6/30/2008
Animal Inspector (Barn Book)	Phyllis A. Tower	4/30/2008
Building Inspector - Alternate	Roderick M. Thurston	6/30/2008
Emergency Management Director	John T. Fleck	None
Environmental Coordinator	Jean E. Lidstone	6/30/2008
Fence Viewer	William A. Kilbourn	6/30/2008
Keeper of the Lockup	Kevin D. Lamb	6/30/2008
Keeper of the Town Pound	Vacant	
MART Advisory Board Designee	Arthur Levesque	6/30/2008
Measurer of Wood & Back	Joseph A. Quinn	6/30/2008
M.J.T.C. Representative	Noreen Piazza	6/30/2008
M.R.P.C. Alternate Representative	Eugene C. Christoph	6/30/2008
Sealer of Weights & Measures	Joseph A. Quinn	6/30/2008
Town Counsel	Kopelman & Paige, P.C.	6/30/2008
Veterans' Agent	Michele Marino	3/31/2008
Veterans' Agent - Alternate	Gerald Coppenrath <i>(Resigned 8/6/07)</i>	6/30/2008
Veterans' Burial Agent	D. Susan Thompson	6/30/2008
Veterans' Grave Officer	Vacant	

Officers Appointed to Multi-Year Terms by the Board of Selectmen

POSITION/TITLE	NAME	TERM EXPIRATION
Bldg Commissioner & Zoning Officer	Richard J. Pauley	06/30/2008
Collector-Treasurer	Charlotte LeBlanc	08/22/2008
Conservation Agent	Judith Kalloch <i>(resigned 8/20/07)</i>	
Conservation Agent	Judith Griggs	
Constable	Kevin D. Lamb	05/20/2010
Constable	Lyle W. Pierce	06/17/2010
Director of Finance & Budget	Cheryl Gariepy	10/09/2009
Fire Chief	John Fleck	8/30/2007
Insurance Advisory Comm. Retiree Rep.	Alan J. Johnston	None
Municipal Hearings Officer	Orlando Pacheco	None
Municipal Hearings Officer (Alternate)	D. Susan Thompson	None
Planning Director	Noreen Piazza	9/18/2007
Police Chief	Kevin D. Lamb	None
Town Administrator	Orlando Pacheco	3/14/2008
Town Clerk	D. Susan Thompson	2/21/2010

Boards and Commissions Appointed by the Board of Selectmen

BOARD/COMMISSION	MEMBERS	TERM EXPIRATION
Animal Control Commission	Rita DiStefano-French	11/15/2008
	Alan J. Johnston	11/15/2009
	Sherry A. Cushion	11/15/2009
	Stephanie S. Frommer	11/15/2010
	Joyce E. Moody	11/15/2010
	Janice H. Johnson	11/15/2010
Board of Appeals	Sarah E. Gulliver	06/30/2008
	David K. Stadtherr	06/30/2008
	Eugene C. Christoph	06/30/2009
	Scott Miller	06/30/2011
	Jeanne G. Rich	06/30/2012
	Timothy J. Smith (Alt)	06/30/2007
	Francis G. Sullivan Jr. (Alt.)	06/30/2010
	Robert Marshall (Alt)	06/30/2011
Board of Assessors	John P. Parsons (Alt)	06/30/2011
	Roger P. Hart	05/10/2010
	Cynthia K. Bradbury	06/30/2008
Board of Registrars	Michael Burke	10/02/2009
	Anna C. DiPietro	04/01/2008
	John A. Ranieri	04/01/2009
	Cecilia E. Thurlow	04/01/2010
Cable TV Advisory Committee	D. Susan Thompson	02/21/2010
	Christopher T. Detsikas	none
	Tony Jacobs	none
	Robert Kadlec	none
Commission on Disability	Kathleen Suits	09/06/2009
	Rose-Marie Bissonnette	09/06/2009
	Moiria A. Wilmont	02/01/2009
	Marilyn Chambers	09/06/2010
	Lawrence R. Schultz	09/06/2010
	Richard J. Pauley (Assoc)	none
Conservation Commission	Dr. Harold P. Mahon (<i>resigned 6/18/07</i>)	06/30/2007
	Bruce Warila (<i>resigned 4/23/07</i>)	06/30/2008
	Thomas J. Early	06/30/2009
	Peter J. Farmer	06/30/2009
	Thomas G. Kennedy	06/30/2009
	Mark C. Melican	06/30/2010

	Cara Sanford	06/30/2010
	John T. Ledoux	06/30/2010
	Jean Lidstone (Assoc)	06/30/2010
	Ara L. Tyler. (Assoc)	06/30/2010
Council on Aging	Claudia Hull	06/30/2008
	Mary G. Vincent	06/30/2008
	Eva R. Kosinski (<i>resigned 5/9/07</i>)	06/30/2008
	Mary J. MacLean	06/30/2009
	Claire Griffiths	06/30/2009
	Roger R. Melanson	06/30/2009
	Maryalice Frain	06/30/2010
	Marjorie F. Corbley-Whittier	03/30/2010
	Robert L. Baylis (ex officio)	none
	Joan I. Mitchell (ex officio)	none
	Henry A. Richter (ex officio)	none
Cultural Council	Lauren S. Searcy (<i>resigned 10/10/07</i>)	02/09/2008
	Judith V. Arnold	02/14/2008
	Charlene D. Cabral	05/22/2009
	Sandy R. Altucher	09/11/2009
	Stanley B. Starr, Jr.	09/11/2009
	Margaret Hannigan (<i>resigned 12/11/07</i>)	11/29/2009
	Jill Nowak	07/02/2010
	Jean M. Syria (<i>resigned 12/17/07</i>)	04/23/2010
	Rachel M. Vanasse	12/17/2010
Elderly and Disabled Taxation Fund Committee	Cynthia Bradbury (ex officio)	none
	Charlotte LeBlanc (ex officio)	none
Historic District Study Committee	Karen McGarity	none
	Eugene Feher	none
	Mark S. Finnerty	none
	Robert S. Follansbee, Jr.	none
	Mark A. Schryver	none
	John Daly	none
	Nancy Kosiewski	none
	Richard Rose (Assoc)	none
	Sally M. Rouleau (Hist Com Rep)	none
Historical Commission	David W. Knott	06/30/2008
	Michael S. Sczerzen	06/30/2008
	Imogene W. Watson	06/30/2009
	Elizabeth W. Colley	06/30/2009
	William A. Kilbourn	06/30/2010
	Sally M. Rouleau	06/30/2010
	Joy F. Peach	06/30/2010
Industrial Development Commission (<i>disbanded May 7, 2007</i>)	Karen C. Carnali	11/18/2006
	Preston W. "Skip" Hall	11/18/2006
	Albert Stoddart	11/18/2007

	Bruce W. Warila	11/18/2007
	Jeanne G. Rich	11/18/2008
Memorial Day Committee	Cheryl A. Bartlett	06/30/2008
	Ann P. Fuller	06/30/2008
	Jennifer Lapen	06/30/2008
	Frank T. MacGrory (<i>resigned 5/21/07</i>)	06/30/2007
	Mary K. Paquette	06/30/2008
	Henry A. Paszko	06/30/2008
	Karen S. Shaw	06/30/2008
	Carol J. Sonia	06/30/2008
	Roberta G. Winsor	06/30/2008
Personnel Board	Lucinda J. McLaughlin	11/01/2008
	John S. Craite	06/30/2009
Property Disposal Committee	Michael S. Sczerzen	none
	Marietta J. Poras	none
	David M. Dunn	none
Recreation Committee	Henry A. Richter	06/30/2008
	Raymond L. Johnson	06/30/2008
	Joan I. Mitchell	06/30/2009
	Stephen Mudgett	06/30/2009
	Joseph G. Kennedy	06/30/2009
Town Forest Committee	Sarah P. Spencer	06/30/2009
	Dayna Gant	06/30/2009
	Pearley B.C. Mears, Jr.	06/30/2010
	Cara Sanford (Assoc.)	06/30/2010
Town Green Buildings Advisory Committee	James Piermarini	none
	Susan Thompson	none
	Marietta Poras	none
	Michael Eliastam	none
	Elizabeth Narbonne	none
	Theodore Manning	none
	David Dunn	none
	Noreen Piazza	none
	Paul G. Hull	none
	Jill Nowak	none
Veterans Memorial Committee (<i>dissolved 8/6/07</i>)	David L. Belisle	none
	Eugene C. Christoph	none
	Edward E. Garrity	none
	Chester L. Locke, Sr.	none
	Timothy E. Monahan, Sr.	none
	Thomas N. Morris	none
	Henry Paszko	none
	Henry A. Richter	none
	George E. Robinson, Sr.	none

Alphonse F. Russo, Jr.	none
Henry W. Shepardson	none
Michele Marino (Veterans Agent)	none
Stephen J. Philbin, Esq.	none

Other Town & School Department Officials

POSITION/TITLE	NAME	STATUTORY REFERENCE
Ambulance Captain	Everett W. Moody, Jr.	Chosen by Ambulance Squad
Burial Agent	D. Susan Thompson	Employed by BOH
Council on Aging Director	Arthur E. Levesque	Employed by COA
Dead Animal Disposal Agent	Phyllis Tower	Employed by ACC
Gas/Plumbing Inspector	Kenneth E. Rauscher	Apptd by Bldg Commissioner
Library Director	Joseph Mule'	Employed by Library Trustees
Minuteman School Comm.	Rosalie Barton-May	Apptd by Moderator
MRPC Delegate	Victor A. Koivumaki	Designated by Planning Board
Supt of Public Works	John P. Sonia (<i>resigned May 1, 2007</i>)	Apptd by DPW Board
Supt of Public Works	John A. Foster, II (<i>appt 5/1/07</i>)	Apptd by DPW Board
Supt of Schools (Minuteman)	William F. Callahan	Contract with School Committee
Supt of Schools (Nashoba)	Michael L. Wood	Contract with School Committee
Wire Inspector	Alfred Roberts	Apptd by Bldg Commissioner
Wire Inspector (Alternate)	David M. Hinckley	Apptd by Bldg Commissioner

General Town Information

Lancaster's history dates back to 1642 when Sholan, chief of the Nashaway Indian tribe, deeded 80 square miles of land to Thomas King and Henry Symonds. The town was incorporated as Lancaster in 1653, making it the oldest town in Worcester County. Between 1730 and 1850, eight towns were spun off from the original Town of Lancaster: Harvard, Leominster, Boylston, Berlin, Bolton, Sterling, Clinton and West Boylston.

Lancaster occupies about 28 square miles along the banks of the Nashua River in North Central Massachusetts, on Routes 2 and I-190, just 16 miles northeast of Worcester and about 50 miles west of Boston. The average single-family home price last year was about \$329k; the tax rate is \$13.64. The current population of the town is about 7,000. Many of Lancaster's residents are members of the Seventh-day Adventist Church. The Adventists established Atlantic Union College, a small four-year liberal arts school, in South Lancaster 125 years ago.

Lancaster is a quiet town that has maintained its rural character and sense of history. Old houses and stone walls adorn the historic town center. Several historic buildings surround the Town Green, including the First Church Unitarian, designed by noted Boston architect Charles Bulfinch in 1816 which boasts an original

Paul Revere bell in its tower; the Thayer Memorial Library, built in 1865 as a dedication to the Civil War dead; Lancaster's former Center School/high school, the Prescott Building; and the one-hundred-year-old Town Hall.

The 125 year old Bolton Fair is now held in Lancaster every year in September. In early October the annual Horseshed Fair, a juried arts and crafts fair, is held at the First Church in the center of town. The Doctor Franklin Perkins School sponsors an annual outdoor concert and fireworks show every year in June.

Lancaster is a member of the Nashoba Regional School District (with Bolton and Stow) as well as the Minuteman Regional Vocational Technical School District. Other schools in Lancaster include the Browning Elementary School and South Lancaster Academy, both Seventh-day Adventist schools; the Doctor Franklin Perkins School, a school for children and adults with special behavioral, emotional and developmental needs; the Living Stones Christian School; the Robert F. Kennedy Action Corps., which provides care, counseling, treatment, education and rehabilitative services for at risk children in Massachusetts; The Trivium, a private school that stresses classical education; and the Thayer Performing Arts Center, which provides music education.

II. GENERAL GOVERNMENT

Board of Selectmen

The Board of Selectmen is pleased to present its Annual Report for the calendar year 2007.

The Board wishes to thank David M. Dunn for his service to the Town. David's term expired on May 14, 2007 after the Annual Town Election. Jennifer B. Leone of 1 Holiday Lane was elected to fill his seat.

The Board re-organized for the 2007-2008 session following the Annual Town Election. Selectman Christopher J. Williams was elected Chairman, Shawn S. Winsor was elected Clerk, and Jennifer B. Leone served as Third Member.

Acknowledgements

Throughout 2007, strong citizen participation, capable administration, and a dedicated workforce was evident and contributed to tackling numerous tasks and challenges facing the Town. The Board acknowledges and extends its appreciation to its department heads and employees for their invaluable assistance during the year. To the hundreds of citizens who volunteer their talents on the following boards and commissions, the Board expresses its deepest appreciation:

The Board of Selectmen voted on May 2007 to disband the Industrial Development Commission with the near completion of the MasterPlan. The Board wishes to thank all those who served on the Commission.

Permanent Standing Committees

Animal Control Commission

Board of Appeals

Board of Assessors

Board of Registrars of Voters

Cable TV Advisory Committee

Commission on Disability

Conservation Commission

Cultural Council

Employee Insurance Advisory Committee

Historic District Study Committee

Historical Commission

Local Education Fund Committee

Memorial Day Committee

Personnel Board

Property Disposal Committee

Recreation Committee

Taxation Aid Committee

Town Forest Committee

Ad-Hoc Committee

Town Green Buildings Advisory Committee

The Board of Selectmen voted to disband the Veterans Memorial Committee on August 6, 2007 with the completion of the World War 2, Korean, and Vietnam War Memorials. The Board extends its appreciation to all those on the committee for their service to our nation.

Fiscal Year 2008 Budget

The Board dedicated itself to ensuring that the Town budget for the ensuing fiscal year addressed at least the basic operational needs of each Town department and also provide our schools with an adequate share of the total budget. The Board worked closely and diligently with the five members of the Finance Committee and provided

valuable insight with which they used to achieve a budget that reflects the needs of the town within the available revenues. The Board of Selectmen and Finance Committee agreed to pursue level service budgets for all departments. The budget adopted at Town Meeting was \$15,615,535.00 for Fiscal Year 2008.

Nashoba Regional School District Budget

The Board of Selectmen and Finance Committee worked closely with the Lancaster members of the Nashoba Regional School District School Committee to develop a District Operating Budget for Fiscal Year 2007 Budget. The Board and Finance Committee worked vigorously to put forth a practical budget to the voters--one that would enable the Town to continue operating within the limits of available resources. The Board of Selectmen endorsed the School Committee's Budget that was passed at the Annual Town Meeting. The Board wishes to acknowledge

the hard work and dedication of the Lancaster School Committee delegation, Donald Adams, Monica CampoBasso, and Meledath (Mel) Govindan. The final assessment for the Town of Lancaster to the Nashoba Regional School District was \$7,947,291.00.

The Board would also like to thank the Nashoba Regional School District administrative staff and faculty for their continuous dedication to our education system.

Town Meetings

May 7, 2007 Annual Town Meeting

The Board called the Annual Town Meeting for Monday, May 7th to act on 19 Warrant Articles, many of which were to consider routine Town business including adopting the Town's FY-2008 General Operating and Water Enterprise budgets, granting municipal employees a 2% cost-of-living wage adjustment, committing \$15,000 for the Senior Citizen Tax Work-off Abatement Program, authorizing the Treasurer to enter into compensating balance agreements, authorizing various revolving funds, as well as adopting the 3-year Capital Improvement Program. The Town also voted to become a

member of the Central Massachusetts Mosquito Control Project, to accept the provision of Massachusetts General Law Chapter 41 Section 110A, and enter into a Tax Increment Financing Agreement with JC Madigan Inc. The Town also voted on 2 citizens' petitions, Article 18, which was to appropriate \$45,000 for street line painting, and Article 19, which was to install street lights on various roads in town. Article 18 failed to pass and Article 19 received approval from Town Meeting.

October 15, 2007 Special Town Meeting

The Board called the Special Town Meeting to act on 8 articles. The Town adopted a Wetlands By-Law, a Stormwater By-Law, and an Illicit Discharge By-Law. Town Meeting also approved transferring \$48,000 from the insurance accounts to purchase a new dump truck for the Highway Division, as well as amending the FY-2006 Capital Plan and adopting a new Roadside Memorial

By-Law. Town Meeting rejected the creation of a Historic District in the Center Village of Lancaster. Town Meeting also rejected a Citizens Petition to amend the Zoning By-Laws related to the keeping of poultry and livestock from a Special Permit, to a “by right” use in a residential district.

Staffing

The Year 2007 had some staff changes within the Town Hall. Judith Kalloch, the Town Conservation Agent announced she would step down. Judith Griggs was hired as her replacement. There were some new personnel added within the Police Department and Department of Public Works, and Fire Department.

In December of 2007, Assistant Collector Pamela Green announced she would be leaving the Treasurer/Collector’s Office. A replaced has not yet been named.

Collective Bargaining

The Board executed a collective bargaining agreement with the American Federation of State, County, and Municipal Employees, Council 93, Local 1817 AFL-CIO representing the Department of Public

Works employees in the Water, Highway, and Cemetery divisions.

The Board also executed contracts for Police Chief Kevin Lamb, Fire Chief John Fleck, and Finance Director Cheryl Garipey.

Licensing and Permitting

The Selectmen opened hearings on a number of Earth Products Removal Permits, as well as reviewing and granting licenses for Auctions, Motor Vehicle Dealers, Common Victuallers, Lunch Cart Operators, Dormitories, Temporary Mobile Homes, Beer and Wine, and many other special activities permits.

In addition, the Board conducted hearings on applications from National Grid and Verizon for utility pole locations throughout the Town.

**LICENSES ISSUED BY THE BOARD OF SELECTMEN
CALENDAR YEAR 2007**

License Type	Issued To	Business Address
Auctioneer - Annual	Insurance Auto Auctions Corp.	1424 Lunenburg Road, Lancaster, MA
Automatic Amusement Device (Monday – Saturday)	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Road, Lancaster, MA
Automatic Amusement Device Sundays	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Road, Lancaster, MA
Roller Skating Rink (Monday-Saturday)	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Road, Lancaster, MA
Roller Skating Rink Sundays	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Road, Lancaster, MA
Automobile Dealer – Class 1	Norm Wagner Automotive, Inc., Inc.	700 Old Union Turnpike, Lancaster, MA
Automobile Dealer – Class 2	Auction My Ride, LLC	1410 Lunenburg Road, Lancaster, MA
Automobile Dealer – Class 2	Crawford Truck Sales, Inc.	2176 Main Street Lancaster, MA
Automobile Dealer – Class 2	Diamond Hill Sales	59 Main Street, Lancaster
Automobile Dealer – Class 2	F.J.S. Auto, Inc.	248 Main Street Lancaster, MA
Automobile Dealer – Class 2	Jose M. Fuentes d/b/a RBI Motors	842 Sterling Road, Lancaster, MA
Automobile Dealer – Class 2	Insurance Auto Auctions, Corp.	1424 Lunenburg Road, Lancaster, MA
Automobile Dealer – Class 2	JTM Auto Body d/b/a Lancaster Auto Sales, Inc.	164 High Street Ext. Lancaster, MA
Automobile Dealer – Class 2	Route 117 Used Auto Parts, Inc.	2176 Main Street Lancaster, MA
Automobile Dealer – Class 2	Norm Wagner Automotive, Inc.	700 Old Union Turnpike Lancaster, MA
Automobile Dealer – Class 3	Nationwide Auto Recycling, Inc.	1410 Lunenburg Road, Lancaster, MA
Automobile Dealer – Class 3	Route 117 Used Auto Parts, Inc.	2176 Main Street Lancaster, MA
Boarding House	Atlantic Union College (Lenheim Hall – Men's Dormitory)	336 Main St., So. Lancaster, MA
Boarding House	Atlantic Union College (Preston Hall – Women's Dormitory)	284 Main St., So. Lancaster, MA
Collector of Junk	Route 117 Used Auto Parts, Inc.,	2176 Main Street, Lancaster, MA

Collector of Junk	Nationwide Auto Recycling, Inc.	1410 Lunenburg Road, Lancaster, MA
Food & Beverage Dispensing to Members Sterling National Country Club	Mark McClellan, Mgr.	33 Albright Road, Sterling, MA
Common Victualler	Michael A. Gleason d/b/a Michael's Bridge Diner	56 Main Street, Lancaster, MA
Common Victualler	Lancaster Golf Training Center, LP	438 Old Union Turnpike, Lancaster, MA
Common Victualler	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Road, Lancaster, MA
Common Victualler	Leandro Desouza, d/b/a Sandee's Restaurant	162 Main Street Lancaster, MA
Common Victualler	Trolley Stop Pizzeria, Inc.	18A Prescott Street, So. Lancaster,
Innholder & Common Victualler	Charlotte E. Creighton d/b/a College Town Bed & Breakfast	12 Old Common Road, Lancaster, MA
Lunch Cart @ Bartlett Pond	Michael Murphy	473 Union Street, Leominster, MA
Lunch Cart @ Town Beach-Spec Pond Rd; Old Lunenburg Rd. and Thayer Field-Packard Street	Deborah A. Gledhill	81 Narrow Lane, So. Lancaster, MA
Sunday Entertainment (flea market) @ 1340 Lunenburg Road	Lancaster Market Place, LLC	1340 Lunenburg Road, Lancaster, MA
Public Amusement & Exhibition (Weekday) Family Festival on 6/16/07 @ 1543 Lunenburg Road	Stephen Harper – Oakridge Farms, Inc.	1543 Lunenburg Road, Lancaster, MA
Sunday Entertainment Family Festival on 6/17/07 @ 1543 Lunenburg Road	Stephen Harper – Oakridge Farms, Inc.	1543 Lunenburg Road, Lancaster, MA
Sunday Entertainment – Folk Festival on 8/5/07 @ 318 Seven Bridge Road	Nashua River Valley Folk Festival Committee	P.O. Box 245, Lancaster, MA
Public Amusement & Exhibition (Weekday) 8/11/07 Arm Wrestling Competition @ 56 Main Street	Michael Gleason – Michael's Bridge Diner	56 Main Street, Lancaster, MA
Sunday Entertainment – antique & hot rod car show on 9/9/07 @ 318 Seven Bridge Road	Ty-Rods Club, Inc.	P.O. Box 409, North Reading, MA
Public Amusement & Exhibition (Weekdays) 9/20-22/07 @ 318 Seven Bridge Road	The Bolton Fair, Inc.	P.O. Box 154, Bolton, MA
Public Amusement & Exhibition (Sundays) 9/23/07 @ 318 Seven Bridge Road	The Bolton Fair, Inc.	P.O. Box 154, Bolton, MA

Public Amusement & Exhibition (Weekdays) 9/20-22/07 @ 318 Seven Bridge Road	Dean & Flynn d/b/a Fiesta Shows	15 Pine Street, Seabrook, NH
Sunday Entertainment –9/23/07 @ 318 Seven Bridge Road	Dean & Flynn d/b/a Fiesta	15 Pine Street, Seabrook, NH
Sunday Entertainment – Opening Ceremonies 9/30/07 @ 512 Old Union Turnpike	Mass. Youth Soccer Association, Inc.	515 Old Union Turnpike, Lancaster, MA

Planning for the Future

In the next year the Board of Selectmen are looking to accomplish some of the following tasks: Complete closeout of the DPW Highway Barn Remediation; implementation of a cutting plan for Blood Forest; negotiating a new Cable License Agreement; disposal of some surplus town land; re-designing some traffic intersections in town; developing the vacant school building on the Town Green; and bringing a new website online right at the start of 2008. This past year was busy with the completion

of the MasterPlan, the Veterans' Memorials Project, the School Building Authority Audit, and the completion of the Integrated Water Resources Management Plan. The Town also received another Community Development Block Grant to be used for Housing Rehabilitation and Homebuyer Counseling. The Board of Selectmen looks forward to working with all residents and encourages all to participate at the next scheduled Town Meeting.

Legislative Delegation

The Board wishes to acknowledge the frequent presence and assistance of Representative Harold P. Naughton, Jr., Representative James B. Eldridge, and Senator Robert A. Antonioni, who kept the Board and Town advised of numerous state-related issues involving the Town of Lancaster.

The upcoming legislative session has a number of bills related to municipal finance and administration. We thank them for their continued support in the advocacy of issues important to The Town of Lancaster, and its residents.

Appreciation

And finally, the Board expresses its deepest appreciation to the Selectmen's Office professional staff for their dedication and commitment to public service. Kathy Lamb, Executive Assistant to the Board, has provided efficient daily support to the Board for over twenty-five years. Kathy works tirelessly to see that citizen questions are responded to, letters and correspondence and

meeting minutes are prepared, licenses are processed and issued, vouchers are prepared and bills are paid, accounts are maintained, and the flow of other daily business is addressed.

Also, the Board recognizes the efforts of Town Administrator Orlando Pacheco and the various department heads for their work

in administering the policies of the Board and accomplishments during the year. Their professionalism, assistance, and guidance to this Board and all Town departments and boards is acknowledged and respected.

The Board would like to thank John Pelletier and Eleston Simons for donating their time and energy to televise Board of Selectmen meetings. Their work and service to the Town of Lancaster is very much appreciated.

In conclusion, we extend our thanks to the many citizens who contributed their time and talent to serve on Town boards and committees. We continue to encourage citizens to participate in their town government by attending public meetings, volunteering to serve, and by offering input at Town meetings. Also, sincere thanks to the men and women who serve the Town every day as employees. All are dedicated professionals who deserve our respect and admiration. Thank you for the opportunity to serve you.

Christopher J. Williams *Chairman*
Shawn S. Winsor *Clerk*
Jennifer B. Leone *Member*

Town Counsel

In 2007, Kopelman and Paige P.C. continued to service the Town as Town Counsel, providing advice and responding to a number of requests for opinions from Town officials and representing the Town in court. We assisted the Town in drafting the stormwater bylaw and regulations and the illicit connection bylaw, a tax increment financing agreement, and the historic district bylaw. We provided advice to the Board of Selectmen and Town Administrator regarding land use disputes, as well as a variety of issues including municipal finance, real estate transactions, town meeting issues, and labor relations. And we continued to provide day-to-day advice on contracting and general governmental issues and enforcement matters.

As Town Counsel, we strive to reduce municipal legal costs through use of

memoranda on a broad range of municipal issues which are provided at no cost to the Town. This year we have advised the Town, free of charge, concerning emerging legal issues regarding the Open Meeting Law, health care reform and health insurance, the new fire sprinkler law, recent case law interpreting the Community Preservation Act and amendments to the Act, and solid waste user fees.

It remains our pleasure to serve the Town in the position of Town Counsel. We express our appreciation to the Board of Selectmen and the Town Administrator for their work and dedication. We look forward to working with the various Town department heads, employees and boards to provide the Town with effective legal advice and representation in the future.

Respectfully submitted,
Mark R. Reich
for the firm of Kopelman and Paige, P.C.,
Town Counsel

Town Clerk

- **Recorded during the year 2007 in Lancaster:**

51 births
28 marriages
57 deaths

- **Registered voters as of December 31, 2007:**

897 Democrat
736 Republican
9 Green-Rainbow
2 Working Families
29 All Other Political Designations
2,721 Unenrolled (no party designation)
4,394 Total registered voters

- **Dog licenses issued: 1011**

- **Business Certificates issued: 56**

- **Hunting/Fishing Licenses issued:**

19 Hunting/Sporting
16 Fishing
17 Hunting Stamps

- **2007 Population: 7,138**

III. HEALTH AND HUMAN SERVICES

Council on Aging

The Council on Aging is pleased to present to the residents of Lancaster its annual report for the year 2007.

This board is comprised of ten Lancaster residents, (seven appointed by the BOS and one representative each from the Board of Health, Recreation Department, and the Lancaster Housing Authority) who are dedicated to helping older people of the community. Eva Kosinski, resigned during this year and Claudia Hull was appointed to fill out her term. The board meets several times a year to set policy and to provide input on the needs of seniors and give direction to the activities provided by the council. The scope of our activities may vary but our functions include advocating for elders to local, state and federal officials; offering social, recreational, or educational programs; and providing a link between the 1200 elders in Lancaster (with a projected growth to 1400 in 2010) and our town government. Through the director, the council also provides referral and information services.

Our most visible activity is the COA van, provided by the Montachusett Regional Transit Authority, which brings seniors and disabled non seniors to various places including shopping, noon and evening lunch, medical, post office, pharmacy, social trips, barber shops, etc. This van was in operation 242 days and logged 14,181 miles. Five thousand three hundred and seven (5,307) trips were provided. The van experienced 239 cancellations and 132 no shows. Fifty different Lancaster residents utilized the van this year.

Our Meals on Wheels program, provided by MOC Elder Services, was in operation during the entire year, with 4,595 meals delivered, a decrease of slightly over six hundred from the previous year. These meals were delivered on 235 days. Over fifty different Lancaster residents were served by this vital program. The congregate meal site completed its first full calendar year with 2,363 meals served four times a week at the First Church - Unitarian. Approximately fifty different seniors attended one or more of the meals. Lancaster is the only community that provides a vegetarian meal to our seniors. Come join us, come early stay and play cards, or just chat and meet old and new friends over a cup of coffee or tea.

The COA logged in over two thousand calls for meals, van rides, information and referral, home repair, medical insurance issues, prescription information, other agencies, town tax program, other town departments and housing questions. These calls came from the seniors themselves or concerned family or friends. All questions were referred to the proper agency if the COA office was not able to perform them. The Montachusett Home Care Corporation provided services to Lancaster seniors which included homemaker services, meals, personal care hours, case manager visits, crisis visits, and nursing home ombudsman visits, plus several other services. Monthly blood pressure clinics are held at Bigelow Gardens, at the library and at the church. These are provided by the Board of Health through the Nashoba Nursing and Hospice Service at a wellness clinic. Besides the blood pressure screening at various times

they also do glucose and cholesterol screening and the annual flu and pneumonia shots. This wellness clinic is available to people of all ages in Lancaster. Many seniors took part in the in the two flu clinics held in the town hall that was promoted for the Board of Health in the Council on Aging newsletter. This professionally printed monthly newsletter contains the van schedule for the month plus highlights of other activities and issues of concern and importance to seniors. It is distributed through various outlets in town and at various senior events. It is our hope to mail this monthly newsletter to all Lancaster seniors sixty and over.

The COA works in conjunction with many other local, regional and state agencies, both public and private. Some of these include AARP tax Service assisting seniors in doing their income taxes, Fuel Assistance intake for all residents, Food Stamps, the Central Massachusetts Area on Aging, Montachusett Home Care Corporation, Montachusett Opportunity Council, WHEAT and the Lancaster Housing Authority. Serving the Health Information Needs of Elders (SHINE) counseling was also available for Lancaster seniors. Six seniors attended this one-on-one counseling. The fuel assistance day had seven people attending the sign up. Farmer's market coupons were also available to fifteen low income seniors. Referrals and advocacy have been made to these agencies for seniors with follow up if warranted. You are eligible for all services and programs if you are sixty years of age or older and live in Lancaster. Also during 2007 the COA hosted one of the public

hearings conducted by the Planning Board regarding their applying for grant money to assist residents on housing rehab.

The Council on Aging through it's director, also coordinated the senior tax work off program where eligible seniors did volunteer work for the town in exchange for having their property taxes reduced for up to seven hundred and fifty dollars.

The COA staff consists of a part time director, part-time dispatcher, and Meals on Wheels driver and three part-time van drivers.

Funding for our COA program and activities comes from the Town, MART (restricted to van use only) and from what is known as the formula grant from the Massachusetts Executive of Elder Affairs.

More programs can be provided in Lancaster if more space becomes available. Our present programs would increase tremendously and many new and exciting programs could be established once a senior center is in operation. These would include expanding our current programs and adding such things as computer classes, social events, speakers, card tournaments, cooking classes, legal and financial seminars, exercise, friendly visitors programs, expanded arts/crafts, expanded health clinics, dancing, movies, hobby groups, support groups, billiards/pool, Thai chi, men's programs, women's programs, self defense, board games, telephone reassurance, fuel assistance, Saturday and Sunday events (breakfast, etc.) and more.

GOALS OF THE LANCASTER COUNCIL ON AGING

- enable seniors to stay in their home even if their full range of daily activities is limited because of illness or frailty
- connect those in need with service providers
- respond to individual needs
- work with and support families or caregivers of the elderly
- advocate for quality services
- support grandparents raising children
- promote community
- provide volunteer opportunities
- help people deal with crisis and changes in interpersonal relationships and loss
- assist with pre-retirement and retirement planning
- enrich life through educational, social and recreational opportunities
- prevent abuse, neglect and exploitation
- provide transportation and nutritional services

The services provided to seniors and or families are conducted in a dignified and efficient manner and maintaining the highest standards of privacy and confidentiality for all those involved.

The COA is always looking for input from the community, especially from those sixty and over.

COA BOARD MEMBERS

Roger Melanson, Chair
Mary Judith MacLean, Vice Chair
Claudia Hull, Secretary
Marjorie Corbley-Whittier
Mary Vincent

Claire Griffiths
Maryalice Frain
Ex-officio, Henry Richter
Ex-officio, Joan Mitchell
Ex-officio, Robert L. Baylis

Senior Tax Rebate Program -- Elder Volunteer Property Tax Work-Off (Administered by the Council on Aging)

The 2007 Senior Tax Abatement Program had another successful year. When the program for this year ended in November of 2007, thirteen (13) seniors were involved, with three people volunteering in two or more different town departments. Nine seniors earned the maximum amount allowed which was \$750.00 per individual. Credit for service can not be at a rate higher than the state's minimum wage. This rate in 2007 was seven dollars and fifty cents (\$7.50) an hour. This translates to one hundred hours a year. With \$15,000.00 allocated and at the rate of \$750.00 per participant there was placement for twenty (20) individuals. In calendar year 2008 fewer hours will be required since the state minimum wage will increase to \$8.00 per hour.

This year ten town departments had people assigned to them, including Planning Department, Council on Aging, Historical Commission, Town Clerk's office, Library, Fire Department, D.P.W., Tax office, Police and the elementary school.

The town meeting voted that the sum of fifteen thousand dollars (\$15,000.00) for this

program for calendar year 2007, eight thousand and three hundred and thirteen dollars and seventy five cents was utilized. This represents one thousand one hundred and eight and a half hours. This year the Historical Commission led the list with the most hours, the Council on Aging and DPW were tied for second place closely followed by the library. The Council on Aging again this year used a volunteer to deliver meals and one to help at the congregate meal site.

For those of you not familiar with this program, at a town meeting Lancaster accepted the state statute to grant abatements for real estate tax payers over sixty years old to have their property taxes reduced by volunteering their services to the municipality. A subsequent town meeting vote increased this to seven hundred and fifty dollars (\$750.00) a year, the maximum amount currently allowable. It is the goal of the Council on Aging to look at the requirements established when the program was first started to see if the town can change the local option requirements so more seniors can qualify.

Lancaster Housing Authority

The Lancaster Housing Authority, at 449 Main Street, has seventy (70) one-bedroom Elderly/Handicap units with roughly 355 square foot of living space. Each unit has a living room/kitchen combination, and one bedroom with a walk-in closet.

For the calendar year 2007 the Authority had eight vacancies. Four were filled with Lancaster Residents and four were non-residents.

Eligibility Requirements:

- Applicants must be 60 years or older, or handicapped.
- Effective August 9th, 2006 the income eligibility was \$46,300.00 for one person
- and 52, 950.00 for two persons.
- There is no asset limit, however, total interest income from assets, stock, bonds, annuities, plus yearly income cannot exceed the above amount.

The fair market rent for a one bedroom in this area is \$809.00.

One tenant is 103 yrs old. She has been at Bigelow Gardens since 1972 and is an avid gardener.

Eight percent of our tenants are over 90 years of age.

Thirty-one percent of our tenants are over 80 years of age

Recreational Activities:

- Bingo is played in the Community Room every Wednesday and Friday from 2-4pm.
- The knitting/crocheting group meets every Monday from 1-3
- Puzzles are ongoing in the Community Room
- The Community Room is available for tenant activities only.

The Board of Commissioners are:

Henry Richter, Chairperson

Daunne Miller, Vice-Chairperson

M. Judith MacLean, Treasurer

Mim McLaughlin, Ass't Treasurer

Member are elected to five-year terms.

Office hours are Monday thru Thursday 9:00am to 1:00pm

Telephone: 978-365-3923

Fax: 978-365-9138

Email: lancaster.housing @verizon.net

Lancaster Board of Health

What Boards of Health Do

- Seek to prevent epidemics and the spread of disease through emergency preparedness
- Protect against environmental hazards
- Prevent injuries through educational programs
- Promote physical and mental health, welfare and safety
- Assure the availability of quality and accessible health services
- Respond to disasters and assist communities in recovery through volunteerism

About Your Board of Health

Your Board consists of three Members elected for graduated three-year terms. They volunteer their time and expertise to make Lancaster a healthy place to live, work and raise a family through prevention and protection programs. They are responsible for ensuring the enforcement of public

health laws, and the making of stricter local regulations to close the gaps in 'minimum' state codes. These areas include septic systems and private wells, and to stop non-point source pollution, poor drainage and flooding problems associated with new development.

Board Members

- Robert L. Baylis, Chair (term expires 2009)
owner, Main St. Automotive; Lancaster Master Plan Steering Committee; Tech Team; Council on Aging; NABH Executive Committee; MAHB BOH Certification; Worcester Regional Medical Reserve Corps
- Vera B. Davis, Vice Chair (term expires 2010)
retired Atlantic Union College Nursing Dept. Chair; Community Health Nursing Masters Degree; Nashua Valley Emergency Response Corps, Worcester Regional Medical Reserve Corps
- Stephen Piazza, Clerk (term expires 2008)
Business Manager, Hewlett-Packard Technology Services; Storm-water Management Committee; LBOH web site; MAHB BOH Certification; Worcester Regional Medical Reserve Corps

Board Employees

- Nashoba Associated Boards of Health
William J. Brookings, R.S. – Agent for Lancaster Board of Health
- Eileen M. McRell – Administrative Assistant (since 1990)
MAHB BOH Certification; Worcester Regional Medical Reserve Corps
- D. Susan Thompson, Town Clerk – Burial Agent (since 2004)

How Public Health Serves

Public health serves communities and individuals by providing an array of essential services, many of which are invisible. Typically, the public only becomes aware of the need when a problem develops (e.g. an epidemic occurs). The *practice* of public health becomes the List of Essential Services.

Essential Services of Public Health

1. Monitor health status to identify community health problems
2. Diagnose and investigate these problems and hazards
3. Mobilize community partnerships to help identify and solve health problems
4. Develop policies and plans that support individual and community health efforts
5. Enforce laws and regulations that protect health and ensure safety
6. Link people to needed personal health services and assure care if otherwise unavailable
7. Inform, educate and empower people about health issues
8. Maintain a competent public and personal health care workforce
9. Evaluate effectiveness and quality of personal and population-based health services
10. Research for new insights and innovative solutions to health problems.

Board Duties/Additional Powers and Authority

Health Boards are responsible for over 60 areas of public health law and policy, deriving their authority directly from the Massachusetts General Court. Some of these are:

- homeland security
- inspections and enforcement
- records and reports
- noise, nuisances and complaints
- health care and disease control
- pesticides and herbicides
- housing and dwellings
- pools, beaches and camps
- hazardous and toxic wastes
- water purity; well permits
- solid waste and septage
- porta-potty permits
- rubbish and garbage
- residential and daycare centers
- food safety and service
- body art, trash hauler and tobacco sales licenses
- smoking; air quality
- cemeteries, funeral directors, burial permits

Board Activity

The variety and scope of our involvement in providing a vast array of essential health, sanitary and environmental services to individuals and to the community is amazing and continues to increase, both in volume and complexity. Almost any topic can be Board of Health-related because health *is* life.

Trash

Deliberate disposal of household trash, bulk items (e.g. furniture, mattresses, refrigerators), construction and demolition debris discarded on public roads and private land continues to be a major problem, that if left to accumulate, usually creates illegal dumpsites. Despite \$900 spent on four more

“No Illegal Dumping” signs (\$675 by Septic Loan Program interest) placed in strategic locations warning that violators would be prosecuted, the dumping continues; in fact, stacks of debris were regularly piled directly under the new “No Dumping” sign at Blood Forest! Certain areas of Town -- Old Union Turnpike, Fort Pond, Brockelman, Lancaster and Parker Roads -- are frequent targets. Observers are urged to report license plate numbers or names to the police who will prosecute the offenders in court if they have valid evidence. (A special thank you to Officer Brett Thompson for his diligent investigations.) The Board is researching video monitoring of chronic dumpsites, such as the MassDEP’s ‘Candid Camera’ Surveillance Initiative, which gives assistance and resources to municipalities to catch illegal dumpers in the act and penalize them.

The Board of Health has no budget for picking up trash, either roadside or personal. Residents are reminded that they must hire a private hauler: (home) Tully Disposal & Recycling; (commercial) Allied Waste Services; (both) Sons of Kristoff, DiTullio Trucking, Waste Management, Casaceli Trucking and McRell Container Service. These are the only companies authorized to operate in Lancaster. **Note:** according to WGBH “Chronicle” each trashman lifts **18 tons per day** into the packer! \$2,600 was collected in permit fees for fifteen trucks, which display the black & white 2007 Board of Health Trash Hauler decal. Licensing was expanded to include that permits be required for construction/demolition debris dumpsters. (See www.ci.lancaster.ma.us/Pages/LancasterMaPublicSafety/boh for rules and applications.)

Several of our rubbish collectors offer curbside recycling, or citizens may drop-off

materials at the popular Lancaster Recycling Center. Martha Ford and dedicated volunteers run the program for residents, non-residents and small businesses -- accepting paper, leaves, glass, metal, plastic, white goods, scrap metal, electronics, clothing, tires, motor oil, antifreeze and batteries. There is a small fee for some items. Help yourself by reducing your monthly rubbish disposal cost, and your world by contributing to a cleaner environment for all. Go green!

A regional Household Hazardous Waste Day was held at Fort Devens at no cost to the Town. Next year the Board of Health plans to hold two more in the spring and fall, hopefully at least one will be in Lancaster.

The Office

The primary function of our Office is to assist callers and visitors by providing accurate information and/or referrals for questions and complaints. Numerous public records, lists, disease fact sheets, safety pamphlets, guides and Lancaster BOH Regulations are supplied. Each “customer” and their concerns are equally important to us.

All valid complaints are investigated by our Nashoba Associated Boards of Health (NABH) Agent, Bill Brookings, often with a Board Member or in collaboration with Richard Pauley, Lancaster Building Commissioner (structure safety, unregistered vehicles, etc.). Violations of the Housing & Sanitary Code such as nuisances and noise are the most common reports, but a noisy air conditioner, a buried swimming pool, an elusive smell, overflowing toilets, public restrooms, and illegal pumps and a giant garage were also investigated. Bill can be seen at the BOH Office each Wednesday

morning, or can be contacted by voice mail at (978)772-3335, ex. 3013.

Within the Town Hall network, the Board works on areas of mutual concern with the Town Clerk, Conservation Commission, the Community Development & Planning Office, Assessors, Police, Fire and Public Works Departments. Frequent and accurate communication is the key to helping each other, and therefore, the people we serve.

The Board reviewed and commented on three subdivisions for the Planning Board: Ascetic Hill Park off Lunenburg Rd., Devonshire Estates off North Main St., and White Oak Estates off Johnny Appleseed Lane and a gravel pit reclamation off Pratt's Jct. Rd. We have consistently gone on record as being extremely cautious in approving large developments because of water quantity and quality impacts on our previously pristine Town water. One irrigation well permit was issued by NABH for a business on North Main St. We inspected drainage and wetlands concerns at several sites for the Conservation

Emergency Preparation Continues

Board Members and staff have joined the Worcester Regional Medical Reserve Corps (WRMRC), a City of Worcester Public Health Division program that supports local boards of health within the Region 2 Public Health Emergency Preparedness Coalition. The goal of the WRMRC is to recruit, train, manage and deploy both medical and non-medical volunteers to public health emergencies throughout Central MA (e.g. Avian Influenza, Hepatitis A or Smallpox outbreaks). A core training matrix, as suggested by the Office of the Surgeon General, is offered to any and all public health workers and citizens within the Region. If there were a regional event,

Commission: 2222 Main St., Lot 4, Sunset Ridge, 8 Spectacle Pond Ave., and 124 Ponakin Rd.

Ten Lancaster Sewer District "Septic System Status Forms" were approved and signed to allow homes with existing systems built before 1995 to connect to Town sewer. Thirty (30) Title 5 Inspections were reviewed by Mr. Brookings; only one failed. Several alternative technology 'Presby' systems were approved -- monitoring contracts are required per the State Environmental Code. The Board strongly supported the continuation of the Community Development Block Grant (CDBG) Housing Rehabilitation Program for qualified applicants to repair failed septic systems and substandard wells, correct internal structural problems, remove lead paint, add weatherization and fix leaky roofs. \$Tip: Form 3A Certificates of Compliance for septic system repair/replacement or sewer connection expenses are available to obtain Schedule SC income tax credits.

emergency planners have indicated some 10,000 volunteers would be needed. Currently, the WRMRC has 1,200 volunteers and over 60 of them have indicated they would respond to Lancaster.

Members of the Board and staff have attended many required and optional seminars, trainings and drills, particularly regarding emergency preparedness and response. To name just a few: Vera, Eileen and Bob: Program Orientation, Psychological First Aid, and Personal Protective Equipment (PPE). Anyone interested in joining the Worcester Regional Medical Reserve Corps should contact

Karyn Card, MRC Coordinator (508)799-8470 or karync@ci.worcester.ma.us or visit the program website at www.WorcesterRegionalMRC.org.

In March, the Region 2 Public Health Emergency Preparedness Coalition reimbursed the Town for mailing costs associated with recruitment letters to 348 Lancaster medical professionals. Additionally, South Lancaster had the distinction of being chosen as the site to erect one of only 13 billboards in Central Mass to publicize September as National Emergency Preparedness Month. It said "Are You Ready –Your local Board of Health is!"

Vera & Eileen were moulaged "victims" at "Operation Twin Strike", an all-day simulated "dirty bomb" exercise in Worcester and West Boylston, and gained insight on what goes on behind the scenes and on the front lines of an emergency response to a crisis. Steve attended to the Massachusetts Association of Health Boards (MAHB) Certification Program and the MassDEP Mass Health Officers Seminar.

After the terrorist attacks on 9/11, the federal government began working with the Centers for Disease Control (CDC) on developing plans to mass prophylaxis, at what is known as Emergency Dispensing Sites (EDS) in case of an infectious disease outbreak or terrorist threat. In Massachusetts, the state Department of

Public Health has tasked local boards of health to develop these plans. Each year, new deliverables are set forth in which public health must comply to receive applicable training and grant funding for EDS supplies and equipment.

In 2005, then Lancaster BOH Chairman, Shawn Winsor, coordinated a roundtable discussion with integral Department Heads to explain plans to establish an Emergency Dispensing Site. The EDS would be activated in the event of a flu pandemic, bioterrorism exposure or food-borne illness outbreak to vaccinate the entire population of Lancaster within 48 hours! The Middle School was selected as the location. This Plan is almost finished, with the help of James Garreffi, Nashoba Associated Boards of Health Director, Fire Chief/Incident Commander John Fleck, Police Chief Kevin Lamb, Town Administrator Orlando Pacheco, Karyn Card, WRMRC Coordinator/Region 2 Executive Committee Member, Ken Gikas, Region 2 Program Consultant, and other key personnel. Both medical and non-medical volunteers (see above) are necessary to staff the EDS. All workers and their immediate families will be the first to receive treatment. The 2008 "Deliverables" will focus on local/regional performance by fulfilling ten additional goals (see attached) to secure continued funding. An important part, the ability to enter into Mutual Aid Agreements Article, passed at the May, 2006 Town Meeting will be formally signed in 2008.

What's New?

A natural disaster Town emergency! Due to the severe flooding in April of 2007 the Board of Health assisted Fire Chief John Fleck, Emergency Management Director, by providing flood information to more than 30 affected residents and businesses. Bob

Baylis personally delivered "after-flood" packets compiled by our Office, including mold cleanup and MEMA information to Rte. 117, Center Bridge and Bolton Roads. One family was evacuated. NABH

addressed specific sewage/septic well contamination issues.

The Region 2 Public Health Emergency Preparedness Coalition <http://www.publichealth-massregion2.org> awarded the Board of health a 'Go Kit' with basic tools for emergency response, and a grant for \$1,120 to purchase additional equipment. All valuable supplies will be stored in the former Police Dept. trailer -- safe, secure,

Miscellaneous

The popular Bicycle Helmet Program was held for the second year via a grant to the Lancaster Police Dept. from the Governor's Highway Safety Bureau. Helmets were given away to local children with training on proper use. The 'Big Trucks' display was coordinated by our Chairman, Bob Baylis.

The First Church of Christ was approved to be the new Senior Mealsite, based on their promise to connect to Town Sewer by July 2007 or sooner if their septic system fails.

Town Health

Refer to detailed Nashoba Nursing Services & Hospice "Lancaster Annual Report 2007."

Flu Clinic

216 flu, 4 tetanus and 5 pneumonia shots were given at the Well Adult Clinics at the Library, the First Church Senior Mealsite and at Bigelow Gardens. Influenza vaccinations are so important that the Centers for Disease Control is recommending that in addition to persons age 50+, all children age 6 months to 18 years be immunized for the 2008-09 flu season to reduce the risk and the spread of this disease. Being prepared for seasonal flu (caused by viruses that infect people every year) will also help you in the event of



accessible and able to be moved to the scene.

We're finally on the Health & Homeland Alert Network (HHAN) for immediate notification of statewide and nationwide bulletins relating to health and safety from the CDC and other agencies. Food warnings-alerts seemed to be a daily event. Even lemons in water pitchers are now suspect for bacteria!

Sadly, a proposed hot dog vendor truck was denied a permit because the van did not meet the base of operation DPH stipulation 105 CMR for a Mobile Food Kitchen license.

An application for an Emergency Beaver Removal Permit was suspended because the beavers left (temporarily.)

a pandemic flu (when a new virus develops.) Since pneumonia is a serious complication of the flu, the best way to prevent it is to be vaccinated against it too.

Specials for Seniors

The Board distributed family disaster plans, emergency personal info cards, and pertinent health information in 'For Good Health' baggies compliments of the WRMRC at the Clinics and to senior van riders. Also, notepads to Bigelow Gardens residents from the Lancaster Council on Aging, courtesy of David Dunn, Legacy Publishing. We work with many service providers, such as WHEAT in Clinton to publicize the help

they offer to any Lancaster resident in need, regardless of age. “The Caregiver’s Guide”, available free from our Office is another valuable tool for resources and supportive

services for the person who provides emotional and/or physical support to an elder.

Meet your Town Nurse!



Hello and thank you for the opportunity to introduce myself. My name is Tamara Bedard and I am a Registered Nurse. I live in Westminster, MA with my husband and two children. I have a nine year old son and an eight year old daughter who truly put the sparkle in my eye. (They have taught me so much!)

I graduated from nursing school in 1995 with my A.D.N, and then completed my B.S.N in May 2005. I am grateful for the past 12 years of nursing I’ve experienced. I began my career at a large trauma hospital working in hematology/oncology, bone marrow transplant unit, medical surgical nursing. In contrast, I have also worked in small, rural community hospitals which afforded me a unique understanding of nursing on a different level. There, I nursed on med/surgical units, geriatric med psych, ER, SCU (special care unit). As my career expanded, I wished to reach not only the acutely ill in the hospital/rehab setting, but also the community at large. This brings me to my current position.

I enjoy my role as town nurse for the following towns: Ayer, Berlin, Boxborough, Harvard, Lancaster, Littleton, and Shirley. As part of the Nashoba Nursing Service & Hospice/Nashoba Associated Boards of Health care team, I find myself participating in local health fairs, well-adult clinics for blood pressure screening, hosting and coordinating informational discussions re: recent health issues/trends, and promoting health & well being in the above communities by making home visits or phone calls to those in need. This past year, I found it very exciting and especially rewarding to teach preschoolers all about germs and hand washing at library story hour. As a nurse working for the local board of health, it is also my job to investigate and follow-up incidences of reportable, communicable/infectious diseases as required by the Massachusetts Department of Public Health. As you might imagine, no two days are alike and this keeps my work very interesting.

I wish you health and well-being and extend my offers to assist in any way I can. Please feel free to contact me with any questions or concerns.

Warm Regards,
Tamara Bedard, BSN, RN

NABH/LBOH Rabies Clinic

Thirty dogs (14 more than in 2006) and 16 cats were vaccinated at the February Rabies Clinic held at the Dept. of Public Works garage by Mid-State Mobile Veterinary. Microchipping, highly recommended by Animal Control Officer Phyllis Tower for

identification of lost pets, is growing in popularity and costs only \$35. Cat vaccination certificates forwarded to us from the Town Clerk are kept on file at the Board of Health.

Mosquito Spraying Program & Log

NABH/NNS Dental Program

Refer to Report.

Burial Agent

Sue Thompson, Town Clerk reports that 33 Burial Permits (40 in 2006) were issued; 5 were interred in Lancaster (16 in 2006) and 28 out of Town (24 in 2006) or cremated.

A new Medical Examiner's Death Certificate became effective in 2007 to improve the death registration process prior to an electronic death registration system for more thorough collection of death data in the future.

Tobacco Control

Local youth access compliance checks for sales to minors were reinstituted by an agreement between the Lancaster Board of Health and the Tobacco Control Collaborative led by the Leominster Board of Health. No sales were reported. The Alliance also educates, ensures that penalties are enforced in workplaces and stores and conducts second-hand smoke inspections.

2008 Massachusetts will increase state funding by using a comprehensive approach: anti-smoking public service ads, Quit Hot Lines, and raising cigarette prices. Despite the fact that **smoking is the #1 cause of preventable deaths**, there have been 7 million new smokers since 1995. The rate is up 3 ½% in Massachusetts. The average smoker buys 44 packs of cigarettes per year.

Due to a decrease in funding for tobacco control by the Centers for Disease Control in

Looking Back at 2007

- Updated Town and Board of Health web sites. Please visit us for general information, regulations, meetings, applications and links to "Alerts" and special events.

- Dispensed emergency preparedness and other LBOH information at the library, Town elections, post offices, fairs, and to local newspapers and the cable tv station channel.
- Supported the return of Town funding for the Central Mass Mosquito Control Project to prevent West Nile Virus in humans and Eastern Equine Encephalitis in horses. Homes and yards were sprayed by request only. Kept a “Spray/Don’t Spray” Log with the Town Clerk and Selectmen. Most residents opted to be sprayed.

Looking Ahead to 2008

- Revised and additional LBOH Regulations on floor drains, outdoor furnaces, wells, etc.
- Increase Board of Health, and especially Nashoba Nursing Service visibility through a concerted public relations campaign. “Survey Says” responses will aid us to determine exactly what more we can do for you.
- Encourage residents to use our website as the LBOH cyberOffice.
- Massachusetts Public Health Regionalization Project. Goal: to strengthen the public health system by creating a state-funded regional structure for equitable delivery of local public health services across the Commonwealth.

A Message from Your Board

We are committed to providing both essential and enhanced public health services to the citizens of Lancaster, as well as responding to the evolving challenges and responsibilities of our role as the sentinel of your quality of life.

Respectfully submitted,
Robert Baylis
Vera B. Davis
Steve Piazza

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 **Lancaster**. In addition to the day to day public health work conducted for Lancaster we also provide the following services.

- Maintaining Nashoba's internet web site to provide information for the public. (**See *nashoba.org***)
- Through our involvement in the Bioterrorism Regional Coalition we are keeping the Lancaster Board of Health up-to date on matters of emergency preparedness planning. We are currently working on Lancaster's Emergency Dispensing Site Plan.
- Response to the possible West Nile Encephalitis (WNV) surveillance effort through coordination with MDPH, through the collection of suspected bird samples, submittal to the MDPH lab, and follow-up when the lab results were obtained.
- 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 **Lancaster's Board of Health**. Included in highlights of 2007 are the following:

- Through membership in the Association Lancaster benefited from the services of Nashoba staff including: **Registered Sanitarians, Certified Health Officers, Registered Nurses, Nutritionists, Registered Physical & Occupational Therapists, Licensed Social Workers, Certified Home Health Aides, and Registered Dental Hygienists**
- Reviewed **30** Title 5 state mandated private Septic System Inspections for **Lancaster** Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Lancaster Board of Health for enforcement action.
- Provided health education programs in collaboration with the Lancaster Council on Aging.

By **Lancaster's** continued participation in the **Association** you can shape your future local public health programs and share in the benefits of quality service, under local control, at a reasonable cost!

Environmental Health Department

- **Environmental Information Responses 80 days**
The Nashoba sanitarian is available for the public regularly on Wednesday morning at the Lancaster Board of Health Office as well as other times when needed.
- **Food Service Licenses & Inspections..... .95**
Nashoba annually mails out and receives applications from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. Most licensees are inspected at a minimum twice a year. 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.
- **Housing & Nuisance Investigations.....133**
Nashoba, as agent for the local 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.
- **Beach/Camp/School Inspections.....51**
Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105 CMR 430.00. Public swimming beaches are sampled for water quality every other week during the summer and more often if a problem is suspected.
- **Septic System Test Applications.....32**
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..... 187**
Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.
- **Septic System Plan Applications.....27**
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..... 40**
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 Applications30**
Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.
 - **Septic System Inspections64**
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.....111**
During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.
- **Well Permits.....1**
 - **Water Quality/Well Consultations35**
Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assist the BOH by reviewing well plans, securing well water samples, and interpreting water quality test results.
- **Rabies Clinics - Animals Immunized 46**
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 Jamaica Plain.

Nashoba Nursing Service & Hospice

Home Health

- **Nursing Visits..... 353**
Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.
- **Home Health Aide Visits 222**
Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.
- **Rehabilitative Therapy Visit..... 388**
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..... 28**
Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

Clinics

- **Local Well Adult, Support Groups, & Other Clinic Visits299**
Visits include well adult clinics, and immunization, cholesterol exercise, mental health and bereavement clinics.
 - Number of patients who attended Flu Clinics held in Lancaster244
 - Number of patients who received Flu Shots that live in Lancaster225
 - Number of patients who received Pneumovax Vaccine 7
 - Number of patients who attended Well Adult Clinics from Lancaster43

Communicable Disease

- **Communicable Disease Reporting & Control**
Nashoba's Nursing Service & Environmental Health Department work together to meet the local Board of Health's responsibilities under the law to do the following:
 - Investigate and control the spread of communicable diseases within **Lancaster** (MGL Chap111, Sec 6, 7, and 92-116). Nashoba works with the Massachusetts Department of Public Health (MDPH) in this area.
 - Receive and process reports from physicians concerning cases of diseases "dangerous to the public health" as defined by MDPH (MGL Chap111, Sec6)
 - Notify MDPH Division of Epidemiology and Immunization within 24 hours of receiving notice of any case "dangerous to the public health".
 - Receive reports and undertake follow-up as necessary regarding certain food borne and waterborne diseases and diseases being monitored by the MDPH.
 - Receives reports, investigates and conducts follow-up on all incidences involving positive rabies results.

Number of Communicable Disease Cases Investigated40

Communicable Disease Number of Cases

- Giardia..... 6
- Hepatitis..... 5
- Lyme Disease..... 14
- Salmonellosis..... 1
- Streptococcus 1
- Tuberculosis (suspected)..... 1
- Tuberculosis (follow-up)..... 9
- Tuberculosis (confirmed)..... 2
- Varicella..... 1

Health Promotion

- Skilled Nursing..... 36
- Medical Social Worker..... 1

Dental Health Department

- **Nashoba Program (Funded Through Environmental Assessment)**
 - **Examination, Cleaning & Fluoride - Grades K, 2 & 4**
 - Students Eligible..... 229
 - Students Participating.....130
 - Referred to Dentist.....19
 - **Instruction - Grades K, 1 & 5**
 - Number of Programs.....12
 - Students Participating217
- **Fluoride Rinse Grant Program (State Supplied Materials, Nashoba Administered, Local Volunteers)**
 - Students Participating.....302

Department of Veterans' Services

I herewith submit the annual report for the Department of Veterans' Services for the calendar year ending December 31, 2007.

The purpose of the Department of Veterans' Services is to assist veterans and/or their dependents in procuring financial assistance, information and benefits to which they are entitled. These services/benefits are relative to vocational or other educational opportunities, G. I. Loans, hospitalization, medical care, compensation, pensions, on-the-job and apprenticeship training, insurance, burial allowance, grave markers and other benefits granted under existing State and Federal laws.

The Veterans' Services Program is mandated by Massachusetts General Law, Chapter 115 and is administered under State guidelines to provide information, advice, and assistance to veterans regarding benefits to them and their families.

The Office of Veterans' Services is a one stop human service office with a top priority of providing services designed to improve

the quality of life for every veteran in Town, their families and surviving dependents.

The Veterans' Services Office is located at 23 Linden Street, Berlin. Regular hours are held Tuesdays and Thursdays, and also by appointment if needed. To arrange an appointment please call 978-838-2442. If I am not in the office please call 978-706-1305.

I am asking that all veterans of the Town of Lancaster provide this office with a copy of their DD form 214 (or equivalent proof of discharge). Having a veteran's discharge paperwork on file will make for a smoother process if a veteran or dependent needs to file for benefits.

In closing, I would like to thank the Board of Selectmen and Town Officials for their support during the past year.

Respectfully Submitted:
Michele Marino
Veterans' Services Officer



Photo Credit Jean Russo

IV. OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT

Board of Appeals

Calendar year 2007 proved to be a productive year for the Lancaster Board of Appeals. A wide range of activities occurred, ranging from variance and special permit applications to Chapter 40B comprehensive permit applications. The Board of Appeals reviewed several significant applications in 2007, the highlights of which are listed as follows:

Comprehensive Permits

- Richmond Development, Fieldcrest Estates
Comprehensive Permit for 84 single-family home development, located off of Sterling Road
Status: Continued into 2008
- The Board continued to monitor the Blue Heron Pond 40B development, which is currently under construction.

Variances

- Robert Velten and Sandra Bailey, 215 Bolton Road
Special Permit for Section 3.22 (B) (Rural uses – keeping of livestock)
Withdrawn without prejudice: 1/25/07
- Lancaster Agway, Lunenburg Road
Variance for Section 7.32 (Freestanding signs)
Approved: 3/1/07
- Daniel Hinckley, 44 High Street Extension
Variance for Section 4.22 (Side and rear yard setback)
Approved: 3/22/07
- Gerald and Janet Smith, 8 Spectacle Pond Avenue
Variance for Section 4.22 (Side and rear yard setback)
Approved: 4/26/07
- David and Jennifer Smith, 22 Harvard Road
Variance for Section 4.22 (Side and rear yard setback)
Withdrawn without prejudice: 6/14/07
- David Murphy, 36 Vincent Avenue
Variance for Section 4.22 (Side and rear yard setback)
Withdrawn without prejudice: 7/26/07

- Massachusetts Youth Soccer Association, 512 Old Union Turnpike
Variance for Section 7.33 (Attached signs)
Approved: 7/26/07
- Robert Cirillo, 73 Sawyer Street
Variance for Section 7.13 (Setbacks and corner clearance)
Approved: 9/27/07
- L.L. Prince Real Estate Trust, 851 Sterling Road
Variance for Section 4.22 (Side and rear yard setback)
Approved: 10/25/07

Special Permits

- Bell Atlantic Mobile d/b/a Verizon Wireless
Special Permit for Section 15.40 (Personal wireless service facility)
Approved: 3/1/07
- Douglas Deschenes, Mill Street Site (former Agway)
Special Permit for Section 8.11 (Non-conforming buildings – continuance, alteration, extension), Section 8.12 (Non-conforming buildings – reconstruction), and Section 8.22 (Non-conforming uses – change in use)
Approved: 3/22/07
- Erin McCurley, 75 Shirley Road
Special Permit for Section 8.11 (Non-conforming buildings – continuance, alteration, extension)
Approved: 9/27/07

Appeals

- Francis Smith, 210 Deershorn Road
Appeal of Building Department Decision
Denied: 4/26/07
- Clinton Fish & Game Properties Association, South Meadow Road Site
Appeal of Building Department Decision
Denied: 9/27/07

Bylaw Codification

The Board of Appeals participated in the bylaw codification project this year, which seeks to merge and update the various general and zoning bylaws and regulations into a single document that the Town can

call its *Code of the Town of Lancaster*. The code will be ready for approval at the Annual Town Meeting to be held in May 2008.

Other Business

Francis Sullivan was appointed as an Alternate Member of the Board, filling the seat formerly held by Alternate Member, Tim Smith. We thank Tim for his terrific work and service to the Board and Town.

In early 2007, the Board re-organized and re-elected Scott Miller as Chair, Jeanne Rich as Vice-Chair, and Tim Smith as Clerk.

The Lancaster Board of Appeals is an eight-member appointed board whose charge is to ensure compliance with a wide array of land use and zoning regulations in Lancaster. The Board of Appeals meets on the fourth

Thursday of each month at 7:00 PM in the Town Hall Auditorium. All citizens are welcome to join the Board for these meetings and public involvement is always encouraged.

The Community Development and Planning office coordinates all meeting schedules and is open Monday through Thursday, 9:00 AM to 4:00 PM. As always, this office welcomes citizen's questions, comments or suggestions. Please feel free to contact us at 978-368-4007, npiazza@lancasterma.net or lmichalak@lancasterma.net.

Respectfully submitted,

Scott Miller, *Chair*
Jeanne Rich, *Vice-Chair*
Eugene Christoph
David Stadtherr

Sarah Gulliver
Robert Marshall, *Alternate Member*
John Parsons, *Alternate Member*
Francis Smith, *Alternate Member, Clerk*

Planning Board

Calendar year 2007 proved to be an extremely productive year for the Lancaster Planning Board. During the course of the Board's 26 meetings, a wide range of activities occurred ranging from definitive subdivision reviews, ANR plan reviews, and site plan reviews. The Planning Board reviewed several significant applications in 2007, the highlights of which are listed below:

Subdivisions

- Definitive Subdivision, Devonshire Estates
12-lot residential development, located off of North Main Street
Approved: 1/29/07
- Definitive Subdivision, White Oak Estates
8-lot residential development, located off of Johnny Appleseed Lane, Leominster
Approved: 3/26/07
- Preliminary Subdivision, Ascetic Hill Park
Mixed-use industrial park, located off of Lunenburg Road
Approved: 6/25/07

- Amended Definitive Subdivision, White Oak Estates
Amendment for adding one non-buildable parcel
Approved: 8/27/07
- Amended Definitive Subdivision, Devonshire Estates
Amendment for raising grade of road
Approved: 11/19/07

Site Plans

- Perkins Child Care Center, Creamery Road
Day care center with driveway, parking lot and playground
Approved: 4/9/07
- Mass. Youth Soccer Association, Old Union Turnpike
Amended site plan for tree waiver
Withdrawn: 4/9/07
- Super Wal-Mart, Old Union Turnpike
Retail site with department store, grocery store, well, wastewater treatment facility, parking lot and two outlots
Approved: 4/23/07
- Seventh-Day Adventist Church, Sterling Road
Church site with driveway and parking lot
Approved: 7/23/07
- Wagner Automotive, Old Union Turnpike
Amended site plan for expanded parking lot
Approved: 10/1/07
- Bouchard Automotive, Old Union Turnpike
Auto retail site with four separate buildings, parking lots and septic system
Status: Continued into 2008
- Gas Station/Convenience Store/Donut Shop, Lunenburg Road
Multi-use motorist convenience site with a gas station, convenience store and donut shop
Status: Continued into 2008
- Lancaster Marketplace, Lunenburg Road
Amended site plan for addition of Agway retail store in existing building
Status: Continued into 2008

Special Permits

- J.C. Madigan Site, Old Union Turnpike
Special Permit for Section 5.28 (Extended Driveway)
Approved: 8/27/07
- Devonshire Estates, North Main Street
Special Permit for Section 14.30 (Major Residential Development)
Approved: 9/24/07

Approval Not Required (ANR) Plans

- Spinelli Development Corporation
Heritage Lane, 2 building lots
Approved: 3/26/07
- Herbert Brazao
Main Street, 3 building lots
Approved: 4/23/07
- Jeffrey and Anne Parrow and Frances Maillet
Ponakin Road, 2 building lots
Approved: 4/30/07
- M.B. Realty Corporation
Old Union Turnpike, 3 building lots
Approved: 5/21/07
- Melanson Brothers, Inc.
Nicholas Drive, 2 building lots
Approved: 12/3/07
- Vernon Gaw and Adam Sadler
Deborah Lane, Sterling, 2 building lots
Withdrawn: 12/3/07

Zoning Bylaw Amendments

- Citizen's Petition to establish a six-month moratorium on retail development over 100,000 SF.
Not Approved at Special Town Meeting: 1/22/07
- Citizen's Petition to redefine a shopping center.
Not Approved at Special Town Meeting: 1/22/07

- Citizen's Petition to amend Article 3.22 (B) of the Lancaster Zoning Bylaw for the keeping of poultry and livestock.
Not Approved at Special Town Meeting: 10/15/07

General Bylaw Amendments

- Adoption of Stormwater Management Bylaw
Approved at Special Town Meeting: 10/15/07
- Adoption of Illicit Discharge Bylaw
Approved at Special Town Meeting: 10/15/07

Bylaw Codification

The Planning Board participated in the bylaw codification project this year, which seeks to merge and update the various general and zoning bylaws and regulations into a single document that the Town can call its *Code of the Town of Lancaster*. The code will be ready for approval at the Annual Town Meeting to be held in May 2008.

As part of updating the code, the Planning office updated the zoning map, zoning overlay map and street map. Copies are available in the zoning bylaw book, on the town web site, and at the Town Clerk and Planning offices.

61A Option to Purchase Land

- Lot B6 (6.4 acres) on Rigby Road, owned by Elaine Mudgett
Recommend that the Town does not purchase: 8/07
- Lot B8-1 (2.0 acres) on Chace Hill Road and Moffett Street, owned by Elaine Mudgett
Recommend that the Town does not purchase: 11/5/07

Master Planning

After three years of diligent work by the Planning Board, Master Plan Steering Committee, Topic Groups, and the citizenry of the Town, Lancaster adopted its first Master Plan in 40 years in December 2007. This was a monumental effort for the Town, and the next step is to create an implementation plan for the next five years. The Board is currently finalizing the five-

year roll-out plan that will amend our zoning bylaws and create new programs in the areas of land use, economic development, housing, transportation, open space and natural resources, recreation and historic preservation. It is the vision of the Board to treat the Master Plan as a working document and a blueprint for planning over the next several years.

Tech Team

Under the direction of the Planning Director, cross-communications between the Planning Board and other departments and boards in the community have improved with the introduction of the *Tech Team*. The *Tech Team* is comprised of representatives from several town boards, commissions and departments and meets monthly to review

projects that come before the Planning Board and provide critical comment from their various perspectives. This feedback is directed back to the applicant and incorporated into the plans so that the final product is a useful and supportable project for the Town.

Other Business

Francis Sullivan was elected as a member of the Planning Board, filling the interim seat he was appointed to during the previous year. John King was also elected as a member, filling the seat previously held by Norman Kennedy.

In July 2007, the Board re-organized and re-elected Victor Koivumaki as Chair, Jeanne Rich as Vice-Chair, and Eugene Christoph as Clerk.

Planning in 2008

The Board anticipates that 2008 will be equally busy and productive as there are several projects already before the Board for consideration. The Board will also continue to work with the Lancaster Board of Appeals in reviewing Chapter 40B applications for Comprehensive Permits.

ensure compliance with a wide array of land use regulations in Lancaster. The Planning Board meets on the second and fourth Mondays of each month at 7:00 PM in the Town Hall Auditorium. All citizens are welcome to join the Board for these meetings and public involvement is always encouraged.

The Planning Board wishes to thank the community and the Board of Selectmen for their continued and future support of the Board's efforts to plan for the future enjoyment and well being of our community.

The Community Development and Planning office coordinates all meeting schedules and is open Monday through Thursday, 9:00 AM to 4:00 PM. As always, this office welcomes citizen's questions, comments or suggestions. Please feel free to contact us at 978-368-4007, npiazza@lancasterma.net or lmichalak@lancasterma.net.

The Lancaster Planning Board is a five-member elected board whose charge is to

Respectfully submitted,

Victor Koivumaki, Chair
Jeanne Rich, Vice-Chair
Eugene Christoph, Clerk
Francis Sullivan
John King

Conservation Commission

Calendar year 2007 proved to be a productive year for the Lancaster Conservation Commission. During the course of the Commission's 25 meetings, a wide range of activities occurred. The primary function of the Conservation Commission is to ensure local-level compliance with the Massachusetts Wetlands Protection laws and issue decisions relating thereto for all

development projects in Lancaster. The two types of applications most often reviewed by the Commission for development projects are Requests for Determination of Applicability (RDA) and Notices of Intent (NOI). The Commission also performs other regulatory functions, per the Wetlands Protection Act, such as reviewing Resource Area Delineation (RAD) applications and Certificates of Compliance (COC).

During the course of 2007, the Commission reviewed the following projects:

Filing	Applicant	Location	Action	Date
NOI	Melanson Brothers, Inc.	Eagle Ridge – Lot 87	Approved	1/07
NOI	Lancaster Development Corporation	Devonshire Estates, North Main Street	Approved	1/07
NOI	Lancaster Sewer District	George Hill Road	Approved	2/07
NOI	AM Real Estate	2222 Main Street	Approved	2/07
RDA	Our Lancaster First	Lancaster Tech Park, Old Union Turnpike	Approved	2/07
Amended OOC	Michael Gleason	Michael's Bridge Diner, Main Street	Approved	3/07
NOI	Perkins School	Perkins Child Care, Creamery Road	Approved	4/07
RDA	James Riley	242 Mill Street	Approved	4/07
Extended OOC	Blue Heron Pond LLC	Blue Heron Pond, High Street Extension	Approved	4/07
RDA	Lussier, Inc.	Mill St. Business Park, Mill Street	Approved	5/07
RDA	Trustees of Reservations	Dexter Drumlin, George Hill Road	Approved	6/07
COC	Richard Cunningham	20 Colony Lane	Approved	6/07
NOI	Linda Oetman	Sunset Ridge – Lot 4	Approved	7/07
NOI	Gerald and Janet Smith	8 Spectacle Pond Avenue	Approved	7/07
NOI	Robert Ordnung	Lancaster Gardens, High Street Extension	Approved	7/07
NOI	Brian Oskirko	124 Ponakin Road	Approved	7/07
Amended OOC	Gerald and Janet Smith	8 Spectacle Pond Avenue	Approved	7/07
NOI	MB Realty Corporation	J.C. Madigan Site, Old Union Turnpike	Approved	8/07
NOI	Bruce Warila	854 George Hill Road	Approved	8/07

NOI	Ron Morissette	127 Fire Road 11	Approved	9/07
NOI	Wal-Mart Stores, Inc.	Super Wal-Mart, Old Union Turnpike	Withdrawn	9/07
RDA	Lancaster DPW	Goss Lane	Approved	9/07
Amended OOC	Susan Smith, Elizabeth Rutledge	50 Fire Road 10	Approved	10/07
RDA	Michael and Lisa Favreau	2250 Main Street	Not Approved	10/07
RDA	Spinelli Development	George Hill Road	Approved	11/07
NOI	Spinelli Development	Heritage Lane – Lot 3B	Approved	11/07
NOI	Ronald Ebb	55 Fire Road 7	Approved	11/07
NOI	Bouchard Automotive	Bouchard Auto Site, Old Union Turnpike	Open	
NOI	Richmond Development	Fieldcrest Estates, Sterling Road	Open	
Abbrev. NOI	Michael and Lisa Favreau	2250 Main Street	Approved	11/07
NOI	Lancaster Tech Park	Lancaster Tech Park, Old Union Turnpike	Open	
COC	Brian Catino	Cleverly Cove – Lot 1	Approved	12/07

61A Option to Purchase Land

The Commission was presented with the consideration to purchase two parcels of land currently under Chapter 61A tax status. These parcels are:

- Lot B6 (6.4 acres) on Rigby Road, owned by Elaine Mudgett

- Lot B8-1 (2.0 acres) on Chace Hill Road and Moffett Street, owned by Elaine Mudgett

The Commission reviewed the location of the parcels and the purchase price for each and determined that they would not recommend that the Town purchase either property.

Wetlands Protection Bylaw

After two years of diligent work by the Conservation Commission, Conservation Agent, Planning Director, and the citizenry of the Town, Lancaster adopted a set of

local Wetlands Protection Bylaws and Regulations. This will allow the Commission to more effectively protect the Town's natural resources.

Other Business

It is with great sadness to report the passing of Francis Tyler, an associate member of the Conservation Commission. He was a dedicated and passionate citizen of our Town and of the Commission. We will deeply miss him.

Cara Sanford was moved from being an associate member to being a full member of the Commission, filling the position previously held by Bruce Warila. Mark Melican was newly appointed as a full member of the Commission, filling the position previously held by Hal Mahon. We thank Bruce and Hal for their terrific work and service to the Commission and Town.

What's New for 2008

Some of the Commission's upcoming activities in 2008 will include the continued conservation of open space properties, maintaining the conservation land throughout the town to provide a rural environment for the residents to enjoy, working with potential developers in seeking permanent conservation easements for path systems, and similar ideas for a variety of other conservation-oriented projects.

The Lancaster Conservation Commission is a nine-member appointed board with seven full members and two associate members. The Commission meets on the second and fourth Tuesdays of each month at 7:00 PM at the Town Hall. All citizens are welcome to join the Commission for these meetings and public involvement is always encouraged.

We also welcome Judith Griggs, our new Conservation Agent, filling the position previously held by Kale Kalloch. Thanks to Kale for pioneering the way as our first agent, and welcome Judith who brings a wealth of knowledge and expertise.

Finally, in June 2007, the *Robert J. Frommer Park at Bartlett Pond* was dedicated. A monument and new sign were unveiled that will promote the legacy of Bob's many years of work with the Commission and to the creation of the Bartlett Pond recreation area.

In July 2007, the Board re-organized and re-elected Tom Early as Chair, Peter Farmer as Vice-Chair, and John Ledoux as Treasurer.

The Community Development and Planning office coordinates all meeting schedules and is open Monday through Thursday, 9:00 AM to 4:00 PM. As always, this office welcomes citizen's questions, comments or suggestions. Please feel free to contact us at 978-368-4007, jgriggs@lancasterma.net or lmichalak@lancasterma.net.

Respectfully submitted,

Tom Early, *Chair*
Peter Farmer, *Vice-Chair*
John Ledoux, *Treasurer*
Tom Kennedy
Cara Sanford
Mark Melican
Ara Tyler, *Associate Member*
Jean Lidstone, *Associate Member*

LANCASTER LAND TRUST

The Lancaster Land Trust's goal is to help keep Lancaster "...everything a small New England town should be." The Trust is a citizens association that works through voluntary efforts to protect the open spaces, greenbelts, wetlands, and water resources that are vital to the quality of life and to a healthy environment in the Town of Lancaster.

At present, the Lancaster Land Trust owns two properties and has a conservation restriction (CR) on a third. The Land Trust's parcel at Turner Pond is on the Lancaster–Lunenburg town line and abuts Turner Pond. It is about 37 acres in size and has a parking area and several nature trails running along the pond. The Land Trust's Ballard Hill parcel runs all the way from Route 117 down to the Nashua River. This land covers a little over 33 acres and has a parking area at Route 117 with wooded trails that run out from under the power lines and down to the river.

All of the trails on Land Trust properties are open for passive recreational use: walking, jogging, leashed pet walking, riding, cross country skiing and sledding. To protect the fragile ecology, as well as our on-foot visitors, ATVs, bicycles (pedaled or motorized) and snowmobiles are not allowed on Land Trust trails and properties.

The Land Trust continues to work with other organizations to preserve land in Lancaster either by buying the land directly or by helping to facilitate its purchase by others for conservation purposes. These organizations include the Bolton Land Trust,

the Friends of the Oxbow, and various State and Federal agencies.

In 2007 the Land Trust closed on a Forest Legacy grant for its Ballard Hill parcel. The funds for this grant are given by the Federal government, but it is administered by the Commonwealth's Department of Forestry. The goal of this grant program is to preserve forested lands and forestry nationwide. As a requirement of the grant, the Land Trust established a forest management plan for Ballard Hill that is being started this winter. The plan includes selective timbering for habitat management and the removal of invasive species. This grant also enabled the Land Trust to pay off its mortgage on the land.

Every year in May the Land Trust sponsors the Town Clean-Up. In 2007 the group of volunteers who got out on a beautiful sunny morning filled a huge dumpster completely to the brim with trash collected off of Lancaster's streets. The clean-up will take place again this May and we encourage everyone to come out and help by picking up trash.

The Lancaster Land Trust invites everyone to take part in all the Trust's efforts to help preserve open space in Lancaster. We especially invite you to participate in the Town Clean-Up each May. You don't need to be a member to come help out!

Frank S. Streeter, President
A. Dale McMullen, Secretary
Jean E. Lidstone, Founder

Town Green Buildings Advisory Committee

Committee History

The Town Green Building Advisory Committee was appointed by the Lancaster Board of Selectmen in November 2002 to recommend possible uses for the Prescott Building. Since that time, the Committee has been asked to expand its role to include its review of the Tercentenary Building, the Memorial School Building, the Town Hall and overall reuse of the buildings on the Town Green.

The Committee has held forums, solicited ideas from the public, invited interested groups, talked with all of the town's departments, and has kept an open door to

welcome fiscally sound ideas for the reuse of the buildings.

We have made substantial progress since the Committee's formation. We have come to know and understand the issues facing the buildings' reuse and development from a legal, zoning, design and construction standpoint. We have been able to draw from the community's resources and save the Town thousands of dollars in reuse studies, engineering and architectural studies. We have used this information to develop a plan for bringing these buildings physically back into use and also as a basis for recruiting new uses for the buildings.

Building Preservation

During this timeframe, the buildings have deteriorated and must be brought back on-line before they can no longer be saved. We believe the Town must make an investment in the preservation of these buildings as soon as possible. This effort would require, at a minimum, clean-out of the buildings, removing all mold and mildew, and restoring the utilities and heat. Once the emergency repairs are complete, we are also budgeting for the operating costs to maintain heat and utilities within the buildings.

Update: This past year, the Prescott and Tercentenary buildings were cleaned out. In particular, the Tercentenary building was made more secure with the boarding of windows and some doors. A mold analysis was conducted to understand the type and severity of mold infested in the basements of both buildings. And request for bids were prepared for replacing the roofs on all of the buildings and removing the mold. Quotes are also being assembled for replacement of the water lines to these buildings, as well as connection to the town sewer system.

Building Re-uses

The town's Master Plan considers the rehabilitation and re-uses of these buildings to be one of its top priorities. In cooperation with past and present committee members, the Board of Selectmen, Town Administrator, Town Clerk and the Planning Director, we

have developed a five-phase development plan. We feel the plan not only addresses the critical needs of the Town Green buildings, but balances the Town's ability to fund and financially support the re-use plan each year.

Update: It has been determined that the appropriate re-use for the Prescott building is for the expansion of town offices and creation of rental professional office space. The Tercentenary building would become the town's first Community and Senior Center.

And the Memorial School may become the future home of the Nashoba Regional School District offices. This option is still being considered by the District staff and the School Committee.

Project Goal

- To perform critical/emergency repairs to vacant buildings to neutralize their further decay and deterioration.
- To recommend annual budgeting of town funds as a matter of critical priority for the preservation of buildings on Lancaster's Historic Town Green before permanent decay destroys the buildings.
- To create viable re-use options for the three vacant former school buildings.
- To secure funding for the renovation of the former school buildings through various public and private means.
- To get the buildings occupiable and rentable by 2008-2009.

Update: The goals remain the same for this year, especially with understanding the overall cost of the project and how the funding can be secured to support it. Funds were appropriated as part of the capital plan process to be used towards the repairs, and another request will be made this year as well. Two grant applications will be submitted this year and a business sponsorship campaign will be started.

Project Phases

- Phase 1 – Prescott Building clean-up
- Phase 2 – Tercentenary Building clean-up
- Phase 3 – Prescott Building renovation
- Phase 4 – Tercentenary Building and Memorial School Building renovation
- Phase 5 – Parking area construction

Update: Phases 1 and 2 have been completed. The underground oil tank was also removed from the site.

Phase 3 – Prescott Building Renovation

Update: A preliminary architectural plan of the interior and exterior of the building was completed. This plan includes layout of the elevator and associated mechanicals, as well as handicap-accessible offices, bathrooms and common areas.

Phase 4 – Tercentenary and Memorial Building Renovation

Update: A preliminary architectural plan of the interior and exterior of the building was completed. This plan includes layout of the elevator and associated mechanicals, handicap-accessible offices, bathrooms, common areas and an external site plan with parking.

Project Schedule

- Review project plan with Board of Selectmen – March 2007
- Receive appropriation to clean out and mitigate Prescott Building – April 2007
- Budget for appropriation in FY08 for clean out and mitigation of Tercentenary Building
- Begin clean-up work of Prescott and Tercentenary Buildings – May 2007

Update: All of these tasks were completed this past year. 2008 will bring some major renovation work, including new water lines, sewer connection, gutting the interiors, replacing the roofs and installing new heating systems. There is serious research being done to bring “green” technology to these buildings, including the possibility of geothermal heating and cooling.

We consider the project plan as only the beginning in a series of investments and decisions the Town must make to preserve our buildings which line Lancaster’s Historic Town Green. We believe the community of Lancaster takes its stewardship seriously of these important historic assets. On behalf of the Committee members past and present, we appreciate the opportunity to discuss our recommendations and suggestions with the Board of Selectmen.

Respectfully submitted,

James Piermarini, Chair
Susan Thompson
Marietta Poras
Michael Eliastam
Liz Narbonne
Ted Manning

David Dunn
Paul Hull
Jill Nowak
Orlando Pacheco
Noreen Piazza

V. PUBLIC SAFETY

Police Department

It is with pleasure that I submit my 11th annual report for the Lancaster Police Department. The Police Department has been extremely busy during the past year. During the course of the year the Communications Center received over 6,250 calls for our services. The Town of Lancaster continues to grow as numerous single family homes are being built and plans to increase industrial development are being processed all the time. As the Town grows, the number of police officers and the number of police department vehicles will have to increase accordingly. Within the next two years the Police Department will be asking the Townspeople to consider hiring two additional police officers and increasing the police vehicle fleet by two, one vehicle being assigned to the department detective and the other to traffic enforcement.

Again, as I mention every year, a major concern to both the Police Department and the residents of the community is the number of motor vehicles using our roadways daily and the speed that some of these vehicles are traveling. A majority of the time there are only two officers on duty and with the increase in the number of calls for service, the amount of available time for proactive traffic enforcement is very limited. As a result of our traffic enforcement effort, 1294 motor vehicle citations were issued during the year. This is an increase of roughly 6%; it should also be noted that the number of motor vehicles stopped and verbal warnings issued increased immensely. During the good weather months the Police Department has a speed radar trailer that is placed at various locations within the Town to warn motorists

about the speed limit in the area and the speed at which they are traveling. The location where the speed trailer is placed is determined by the complaints we receive from residents, the number of motor vehicle accidents in the area, the number of citations written in the area and a good location to place the trailer where it will be safe. If any town resident would like the radar trailer unit to be set up in their neighborhood and would allow the Police Department to place the unit on their property, please contact the Police Department at 978-365-2544.

Three years ago an area of major concern was the number of motor vehicle accidents that the Police Department responded to. We proceeded to review all accident reports to determine the causes of these accidents as well as determining the locations that the high percentages of these accidents took place. Next, we increased our enforcement presence and took a proactive approach to combat the problem. In 2005 the Police Department responded to 188 accidents; last year our efforts reduced that number to 151, and I am pleased to report that the Police Department responded to 142 accidents in 2007, a very large improvement from the time we began our enforcement efforts. I am positive that the increase in our presence, the increase in the number of motor vehicle stops and our overall enforcement efforts contributed to this decrease. Again this year we are asking everyone to slow down, drive cautiously and obey all traffic laws.

As part of last year's annual report I went into detail on the current condition of our existing two-way radio system. I explained all the problems that we were experiencing and reported that the system needed to be

seriously updated. I am pleased to report this year that we completed our research into the different systems, and a complete new system was installed. The cost of the system was \$30,000, all of which was funded by various grants that the Police Department had received during the course of the year. Thus the system did not require the Town to provide any funds. In our capital plan for the upcoming year we are asking for funding to raise our current antenna from the top of the water tank on George Hill Road to a tower that a private company is building next to the water tank. This antenna will

greatly increase our reception area and would complete our radio upgrade program.

As always, I would like to thank my Administrative Assistant, Francine Moody, all my police officers, staff, dispatchers and all other town departments and boards for all their support and the assistance they have provided to the Police Department and myself during the course of the year.

Respectfully submitted,
Kevin D. Lamb
Chief of Police

Lancaster Police Records Analysis Report 01/01/2007 - 12/31/2007

Case Activity Statistics

Total Offenses Committed:	406
Total Felonies:	179
Total Crime Related Incidents:	156
Total Non Crime Related Incidents:	162
Total Arrests (On View):	42
Total Arrests (Based on Incident/Warrants:	9
Total Summons Arrests:	0
Total Arrests (Unspecified Type):	0
Total Arrests:	51
Total P/C's:	5
Total Juvenile Arrests:	5
Total Juveniles Handled (Arrests):	1
Total Juveniles Referred (Arrests):	4
Total Hearings:	3
Total Summons:	56
Total Open Warrants:	3
Total Open Default Warrants:	0
Total Restraint Orders:	33

Restraint Orders

Restraint Orders	Occurrence(s)	% of Total
Involving Alcohol	3	16.7%
Involving Drugs	1	5.6%
Involving Illness	0	0.0%
Involving Children	14	77.8%
Total Occurrences	18	100.0%

Incidents of Crime

Crime Incidents	Occurrence(s)	% of Total
Involving Domestic Violence	14	63.6%
Involving Gang Activity	0	0.0%
Involving Alcohol	4	18.2%
Involving Drugs	2	9.1%
Involving Computers	2	9.1%
Involving Alcohol and Drugs	0	0.0%
Total Occurrences	22	100.0%

Arrests

Arrests	Occurrence(s)	% of Total
Involving Domestic Violence	5	20.0%
Involving Gang Activity	0	0.0%
Involving Alcohol	14	56.0%
Involving Drugs	5	20.0%
Involving Computers	1	4.0%
Involving Alcohol and Drugs	0	0.0%
Total Occurrences	25	100.0%

Accidents By Street Name

Street Name	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Bennett Ln	0	1	0	0	0	0	0	0	0	0	0	0	1
Bolton Rd	1	0	0	0	0	0	0	0	1	0	1	0	3
Brockelman Rd	1	0	2	0	0	0	0	0	0	0	0	0	3
Centerbridge Rd	0	0	0	0	1	1	0	0	0	0	0	0	2
Deershorn Rd	0	0	0	0	1	0	0	0	0	0	0	0	1
Duval Rd	0	0	0	0	0	0	1	0	0	1	0	0	2
Fitch Rd	0	0	1	0	0	0	0	0	0	0	0	0	1
Fort Pond Inn Rd	0	0	0	0	0	0	0	0	0	0	1	0	1
Fort Pond Rd	1	0	0	0	0	0	0	0	0	0	0	1	2
George Hill Rd	0	0	1	0	0	0	0	0	1	0	0	0	2
High Street Ext	1	0	2	0	1	0	0	0	0	2	0	2	8
Hill Top Rd	1	0	1	1	0	0	0	0	0	0	0	0	3
Kaleva Rd	0	0	0	0	1	0	0	0	0	0	0	0	1
Lancaster Rd	0	0	0	1	0	0	0	0	0	0	0	1	2
Langen Rd	0	0	1	0	0	0	0	0	0	0	1	0	2
Lunenburg Rd	1	0	1	0	1	2	1	2	2	1	2	3	16
Main St	0	0	1	0	0	0	1	0	1	0	1	1	5
Mechanic St	0	0	0	0	0	1	0	0	0	0	0	0	1
Mill St	0	0	0	0	1	0	1	0	1	0	1	0	4
Mill St Ext	0	0	0	0	0	1	0	1	0	0	1	0	3
N Main St	3	0	2	0	2	3	1	1	0	2	3	5	22
N Shirley Rd	0	0	0	1	0	0	0	0	1	0	0	0	2
Narrow Ln	0	0	0	0	0	0	0	1	0	0	0	0	1
Old Common Rd	1	0	0	0	0	0	0	1	0	0	0	0	2
Old Union Tpke	0	1	1	3	1	0	3	0	0	0	0	1	10
Parker Rd	0	0	0	0	0	1	0	0	0	0	0	0	1
Prescott St	1	0	0	0	0	0	0	0	0	0	0	0	1
Route 2 East	0	0	0	0	0	1	0	0	0	0	0	0	1
S Main St	0	2	1	5	1	2	0	2	1	2	1	1	18
S Meadow Rd	0	0	0	0	0	0	0	0	0	0	0	1	1
Seven Bridge Rd	1	0	1	0	0	0	0	1	0	0	1	0	4
Shaker Rd	0	0	0	0	1	0	0	0	0	0	0	0	1
Shirley Rd	0	0	0	1	0	0	0	0	0	0	0	0	1
Sterling Rd	0	0	0	0	0	1	1	0	0	1	1	0	4
Sterling St	0	1	0	1	0	0	1	1	0	1	1	1	7
Still River Rd	0	0	1	0	1	0	0	0	1	0	0	0	3
TOTALS	12	5	16	13	12	13	10	10	9	10	15	17	142

Citation Analysis by Day/Time

Time	SUN	MON	TUES	WED	THU	FRI	SAT	TOTALS
12:00 AM	2	1	0	0	0	1	0	4
1	0	1	2	3	3	2	5	16
2	1	0	1	0	0	4	0	6
3	0	0	0	0	0	1	0	1
4	0	0	1	2	5	2	0	10
5	0	0	4	11	10	5	0	30
6	8	3	11	21	15	17	2	77
7	3	8	13	16	20	12	4	76
8	1	6	8	9	8	8	9	49
9	14	12	16	8	21	12	14	97
10	28	7	10	18	14	12	19	108
11	17	5	7	10	8	19	18	84
12:00 PM	9	3	10	10	13	7	18	70
1	10	9	11	12	14	22	14	92
2	23	10	10	12	1	17	8	81
3	7	12	9	9	10	11	10	68
4	7	8	5	12	8	8	10	58
5	9	16	14	18	7	14	11	89
6	13	6	5	7	6	3	11	51
7	3	2	12	3	4	7	17	48
8	4	2	4	0	7	6	22	45
9	9	3	6	4	6	5	26	59
10	9	1	1	9	8	9	17	54
11	2	0	0	4	5	4	6	21
TOTALS	179	115	160	198	193	208	241	1294

Citation Analysis by Owner/Operator State

State	Operator	Owner	TOTAL	% OF TOTAL
CONNECTICUT	4		4	0.3%
DISTRICT OF COLUMBIA	1		1	0.1%
FLORIDA	6		6	0.5%
GEORGIA	1		1	0.1%
MASSACHUSETTS	1174	25	1199	92.7%
MARYLAND	1	1	2	0.2%
MAINE	2		2	0.2%
MICHIGAN	2		2	0.2%
NEW HAMPSHIRE	17		17	1.3%
NEW JERSEY	2		2	0.2%
NEVADA	1		1	0.1%
NEW YORK	16		16	1.2%
OKLAHOMA		1	1	0.1%
OREGON	1		1	0.1%
OTHERS	2		2	0.2%

PENNSYLVANIA	1	1	2	0.2%
RHODE ISLAND	3	1	4	0.3%
TENNESSEE	1		1	0.1%
UTAH	1		1	0.1%
VIRGINIA	1		1	0.1%
VERMONT	3		3	0.2%
WASHINGTON	1		1	0.1%
Unspecified	24		24	1.9%
TOTALS	1265	29	1294	100.0%

Citation Analysis by Operator Age/Sex/Race

Race / Sex		≤ 19	19 - 21	22 - 25	26 - 35	36 - 55	≥ 55	TOTALS
White	Male	13	79	59	165	270	84	670
	Female	10	49	64	101	168	55	447
	Total	23	128	123	266	438	139	1117
Black	Male	0	8	15	18	23	4	68
	Female	0	3	6	17	14	3	43
	Total	0	11	21	35	37	7	111
Asian	Male	0	0	0	2	1	0	3
	Female	0	0	0	0	1	1	2
	Total	0	0	0	2	2	1	5
Indian	Male	0	0	0	0	1	0	1
	Female	0	0	0	0	0	0	0
	Total	0	0	0	0	1	0	1
Unknown	Male	0	4	4	5	8	5	26
	Female	2	6	0	4	4	0	16
	Total	2	10	4	9	12	5	42
All Races	Male	13	91	78	190	303	93	768
	Female	12	58	70	122	187	59	508
	Totals	25	149	148	312	490	152	1276

Citation Analysis by Condition

Road Conditions

Road Condition	Occurrence(s)	% of Total
Dry	1174	90.7%
Wet	89	6.9%
Snowy	10	0.8%
Icy	2	0.2%
Other	4	0.3%
Unspecified	15	1.2%
Total	1294	100.0%

Traffic Conditions

Traffic Condition	Occurrence(s)	% of Total
Heavy	28	2.2%
Light	482	37.2%
Medium	766	59.2%
Unspecified	18	1.4%
Total	1294	100.0%

Weather/Visibility

Weather/Visibility	Occurrence(s)	% of Total
Clear	1083	83.7%
Foggy	2	0.2%
Cloudy	136	10.5%
Rain	50	3.9%
Snow	5	0.4%
Sleet	1	0.1%
Unspecified	17	1.3%
Total	1294	100.0%

Traffic Citation Statistics

Type of Citation

Type of Citation	Occurrence(s)	% of Total
Arrest	23	1.8%
Civil	898	69.4%
Complaint	35	2.7%
Warning	338	26.1%
Verbal	0	0.0%
Total	1294	100.0%

Speed Measuring

Speed Measuring	Occurrence(s)	% of Total
Speed Measured by Radar	931	71.9%
Speed Measured by Clock	4	0.3%
Speed Measured by Estimate	9	0.7%
Speed Measured by Lidar	0	0.0%
Speed Measured by Vascar	0	0.0%
Speed Not Measured	350	27.0%
Total	1294	100.0%

Racial Profile

Racial Profile	Occurrence(s)	% of Total
Black	91	7.0%
Asian or Pacific Islander	5	0.4%
Hispanic	107	8.3%
American Indian or Alaskan Native	1	0.1%
Middle Eastern or East Indian (South Asian)	4	0.3%
White	1070	82.7%
Missing	16	1.2%
Total	1294	100.0%

Accident Occurred	21	1.6%
Citation Issued to OWNER	29	2.2%
Road Divided	5	0.4%
CDL Licenses	23	1.8%
Commercial Vehicle	7	0.5%
Hazardous Materials Involved	0	0.0%

Average Speed	46	MPH
Average Speed Limit	34	MPH
Average MPH over Speed Limit	12	MPH

Fire Department

The Fire Department experienced a busy year with a variety of activities. There were 344 calls for services last year. This year we reported 42 fires to the State Fire Marshal's Office. These included calls such as building fires, car fires, brush fires and similar incidents.

In March the Communication Center experienced a power surge that devastated the radio and computer equipment for all of the public safety agencies. Working with the Police, DPW and Ambulance departments, resources were pooled together and temporary equipment was issued to operate off of the new George Hill tower installation. Repairs were made and damaged equipment replaced within a few days.

In addition to these types of calls we provided services to the community when flooding consumed a large portion of the south side of town. The fire department responded to all requests for water evacuation of basements, surrounding property, constructed temporary dikes in an effort to limit damages and assisted home owners and businesses to salvage belongings. Crews worked over a five day period providing assistance in conjunction with the Police and DPW departments.

The bid process was completed in 2007 for the repairs to South Station. The project began in January 08 and is expected to be complete by mid March. The station remained in service with the Building Commissioner monitoring progression of the failing supports.

The recruitment of firefighters was a success. In November we had 6 recruits enroll in the Massachusetts Fire Fighter I/II training program. When they enrolled, there were 40 recruits from the Central Massachusetts Region hoping to complete

the aggressive 16 week program. On February 7th, all six of our recruits will graduate as part of the total 26 graduates. We look forward to them making contributions to the department and the community.

The department purchased a Rescue Alive sled for performing ice rescue in short proximity. This device enables the firefighter to gain access to the victim using a floating device tied off with ropes. Once the victim has been loaded, both are manually retrieved to the shoreline. Training took place on Spectacle pond in November and will be run again with early ice out. This device is in service and placed in the recently refurbished rescue truck. This truck was placed into service in the fall and has responded to fire scenes, carbon monoxide calls, motor vehicle accidents and training sessions.

In 2007, the Town of Lancaster joined the towns of Clinton, Berlin and Bolton to establish a regional Local Emergency Planning Committee known as the Nashua Valley LEPC. We have achieved the certification status with the MEMA organization and will be working on updating the various plans in each community.

The Fire Department has been able to improve the level of services we provide by receiving support from the various boards and departments. I want to thank the Police, DPW, Building Commissioner and Ambulance Departments for their cooperation in making positive changes in the services we deliver. In addition, the support, assistance and direction that comes from the town hall and the administration, thank you!

John T. Fleck
Fire Chief

Communications Center

The Lancaster Communication Center has now been available for the residents of Lancaster for 24 years. It is hard to believe the town did without the center for the years it did. All the changes that have gone on since the beginning have made us more efficient in the ways we handle all calls.

This year our radio system was updated to high band, and we are now able to reach officers on duty in locations of the town that before did not have radio contact. Our most important job is to maintain contact with our duty officers while they are on the road patrolling to keep our town safe.

The Town of Lancaster is very busy little town that we have seen grow over the past few years. This is reflected in calls we receive.

I would like to remind the town's residents not to call us for power outages; instead, please call National Grid and they will be able to answer all your questions. We will notify them of a power outage when we are

aware of it. For school cancellations, please watch your television or listen to the radio. When the weather is severe enough to cancel schools we become very busy taking calls for accidents, cars off the road and road conditions.

We have recently had children from the schools in for a tour of our building. They asked a lot questions and when I asked them about dialing 911 and what it is for, 100 percent knew it was for emergencies only. We all need to practice that; for example, children play with phones and some know how to dial 911. We as parents need to re-enforce what 911 is for.

I would like thank all the members of the other town departments for their patience and assistance during the past years. I especially thank all the dispatchers for their time and dedication to the Town of Lancaster.

Kathleen L Pierce, Supervisor

Ambulance Report

First of all I would like to thank all the members of the Ambulance Squad for their support, dedication and hard work. It is because of their efforts that it is a pleasure to continue to provide Emergency Ambulance Service for the Town of Lancaster.

Secondly, I would like to thank the various boards, departments and town officials and residents of Lancaster for their support and services. It is because of your help and support we are able to continue to provide an emergency service to the residents of Lancaster.

This past year was an exciting year for the Lancaster EMT's. We received our new ambulance from Specialty Vehicle along with two new major pieces of equipment. The first was a new patient monitoring system. This piece of equipment enables us to rapidly take and monitor a patient's vital signs (i.e. blood pressure, pulse rate, SPO2 saturation, and temperature) and continue to monitor while on route to the hospital. The second was a new Carbon Monoxide Monitor system, which was donated to us by the Atlantic Union Conference and Southern

New England Conference Center. This allows us to not only monitor the presence of CO but the actual levels of carbon monoxide present in a patient, in addition to SPO2 levels, and heart rate. This enables us to notify the receiving hospital prior to our arrival of a patient's reading thus giving them more time to get prepared for our arrival. In extreme cases a patient could require the use of a hyperbaric chamber and could require us to be diverted to another hospital so this piece of equipment is life saving.

As in the past, 2007 was a busy year for the ambulance service; we responded to more than 480 calls. The majority of the calls continue to be of a respiratory type emergency, followed by diabetes and general services (i.e. flu like symptoms, general weakness, falls etc.), then followed by motor vehicle accidents.

As with any ambulance service, training is an ongoing task. This year in addition to our regular mandated training the squad participated in several multi town

Everett W. Moody, Captain
Lancaster Ambulance

Animal Control Commission

The Animal Control Commission meets in the Town Hall Auditorium on the first Monday of each month at 6:30. The public is welcome to attend these meetings. Anyone wishing to lodge a complaint about vicious or nuisance dogs should either call the Communications Center at 978-368-1380 or send in a written complaint to Animal Control Officer, PO Box 97, Lancaster MA 01523.

Animal Control Officer (Phyllis Tower)

The Lancaster ACO responded to the following calls in 2007:

community drills, in the towns of Clinton, Sterling, Bolton and Berlin. The biggest was called "Operation Twin Strike", which included all of the cities and towns in Region II. This drill simulated a simultaneous (MCI) mass casualty incident within the city of Worcester with another simultaneous incident in West Boylston; approximately 75 patients were transported by ambulance to various hospitals in order to test the region's response for emergency services along with local hospitals.

In addition we continue to donate our time to support various organizations, (i.e. Perkins School annual fireworks, Boy Scouts, Lancaster's Coffeehouse Folk music concerts, American Red Cross, etc).

In closing I would like to thank all those people and organizations that made donations to the Ambulance Gift Fund. This is very much appreciated and enables us to replace and upgrade various pieces of equipment used by EMT's in accordance with their duties.

Members of the Animal Control Commission are:

Stephanie S. Frommer, Chair
Janice H. Johnson
Alan J. Johnston
Joyce E. Moody
Rita DiStafano-French
Sherry A. Cushion

Dogs:

- 8 Barking
- 77 Loose
- 7 Vicious
- 2 Reported Missing
- 2 Neglect

Cats: 15
Wildlife: 27
Livestock: 8

Animal Inspector (Phyllis Tower)

The Lancaster Animal Inspector conducted farm animal inspections at 37 residences in Town, inspecting the following:

Horses/Ponies:

- 126 adult
- 4 young

- 139 adult
- 60 young

Goats: (adult = 1 year & older)

- 34 adult
- No young

Steers/Oxen

- 30 adult
- 6 young

Sheep:

- None

Llamas/Alpacas:

- 3 adult
- No young

Swine:

- 1 young breeder
- 9 adult feeders

Fowl:

- 125 chickens
- 36 water fowl
- 6 game birds
- 351 turkeys

Dairy Cattle: (adult = 2 years & older)

- 1 adult
- 16 young

Other:

- 15 rabbits

Beef Cattle: (adult = 2 years & older)

Animal Disposal Agent (Phyllis Tower)

The following dead animals (road kill) were picked up and disposed of by the Animal Disposal Agent in 2007:

Cats	9
Opossums	5
Coyotes	2
Raccoons	5
Beavers	2
Turtles	2
Deer	7

Woodchuck	2
Owl	1
Rabbit	1
Blue Heron	1
Skunk	4
Fox	1

In addition, five dogs were reported to have been hit by cars; two were killed at the scene and the others were hit but ran off.

VI. OFFICE OF INSPECTIONAL SERVICES

Building Commissioner & Zoning Enforcement Officer

It gives me great pleasure to bring this 2007 annual report on activities, accomplishments and goals of the combined Inspectional Services Department to the people of Lancaster. Significant progress has been made during the past year to bring the Inspectional Services Department closer to becoming a productive venue for the Town of Lancaster.

The Building Department continues to interact and coordinate many joint efforts with Boards of Health, Fire Prevention, Conservation Commission, Board of Assessors, Planning Board, Zoning Board of Appeals, and Department of Public Works. The Building Official must meet with architects, engineers, surveyors, attorneys, contractors, and property owners to review plans and ensure that all documents are in proper order and comply with building codes and local zoning regulations. The implementation of "joint" inspections with the Fire Department and the Assessors Office has resulted in a considerable amount of time saved for each department. Special thanks to Ms. Noreen Piazza, Ms. Debora Sanders, Ms. Eileen McRell, and Mr. Orlando Pacheco for their extra efforts in supporting The Inspectional Services Department in this effort.

Limited space constraints continue to be a matter of great concern for the Inspectional Services and Planning Departments. Both departments are mandated by statute to maintain records and plans in a safe and orderly manner. This is not being done, I am sorry to report, for a large portion of our records. Noreen Piazza has made significant progress in bringing the historical files that did exist into a manageable recovery system.

Needless to say a great many records were lost or destroyed throughout the many location transitions over the past several years. We are slowly bringing into play our ability to receive, store and retrieve documentation electronically. Important as this may be, it is only being done as time allows. We hope to speed up this process dramatically in the coming year, by requiring all engineering drawing and support documentation submittals be accompanied by computer discs compatible with AutoCad 2006.

Progress has been made over the past year in bringing the majority of major structures in Lancaster into compliance with the State Building Codes and Town Zoning Regulations. The Town's two primary campuses, Atlantic Union College and The Perkins School require attention all year long, due to the large number of buildings at each facility. A joint effort with Fire Chief John Fleck and Atlantic Union College Security Director Robert Brand resulted in making the college a much safer place for both students and staff. With the exception of one building, all AUC primary structures have been issued "Certificates of Inspection" There is still a lot of work to be done at AUC, but steady progress is being made. It would be great to spend the required amounts of time at each facility to attain 100 % compliance, but that is impossible. Priorities dictate, on a daily basis, how much time we spend at a location. Needless to say, the workload far exceeds the available man hours.

We are grateful for the ongoing cooperation give to us by Ms. Rose Darden, President of the Bolton Fair, and her staff prior to and

during the Fair. We are also indebted for the assistance and support given to us by State Department of Public Safety Amusement Inspectors and Engineers.

There continues to be considerable interest and activity in the North Lancaster area. The Mass Youth Soccer Association development is still under way. Many requests for information have come into this office in regard to the "use" restrictions on numerous properties along Lunenburg Road as well as Old Union Turnpike. It is apparent that there will be considerable development in that area shortly. This department will take any actions deemed necessary to insure any construction that does take place will be in the best interests of the Town of Lancaster. This area is considered by many to be the only remaining large area that would be suitable for major non-residential development. There is the potential for major taxable projects coming into this area.

The Building Permit fees have stayed the same, \$10.00 per \$1,000 of construction cost for residential and \$13.50 per \$1,000 for all others. Building Permits are required for all projects costing over \$500.00. The minimum Building Permit fee remains at \$40.00. Even though the fee structure

remains the same, the true construction costs have increased, thus increasing the relative cost per permit. This will not have a significant affect on the average home improvement project, but will dramatically reflect on major development costs.

The State continues making changes and or additions in their forms and certificates that will require implementation by this Department. The State does not provide these forms; they just mandate the implementation, leaving the operational expenses to each town. Zoning enforcement is becoming more and more time consuming with the passing of each day. Many of the problems revolve around prior zoning enforcement or lack thereof, as well as "missing" records as mentioned above.

As with the servicing of Building Permits, investigations and actions on Zoning Bylaw complaints are determined by the seriousness of the complaint and by time constraints. Life/Safety issues will take priority over of all other activities. It is hoped the adoption of a new "Master Plan" will address many of these situations. There is an apparent need to address the ever increasing problem of "in-law apartments" for example.

Electrical Inspectors Numbers for Calendar Year 2007

January	9	\$	570.00
February	10	\$	585.00
March	10	\$	460.00
April	8	\$	486.00
May	15	\$	990.00
June	9	\$	605.00
July	12	\$	815.00
August	22	\$	1,378.00
September	14	\$	925.00
October	22	\$	1,772.50

November	10	\$	1,510.00
December	11	\$	865.00
Total			
Permits	152	\$	10,960.50

T. Inspections 359

Plumbing Inspectors Numbers for Calendar Year 2007

Plumbing Permits 57 Gas Permits 47

Total Fees \$ 8,879.00

Sealer of Weights & Measures for Calendar Year 2007

Devices Adjusted - 1 Sealed – 44 Condemned – 0

Total Fees \$ 860.00

Building Department Numbers for 2007*

Month	Permits Issued	Single Family	Other	Inspections	Fees	Construction Costs
January	7	3	4	42	\$ 6,315.00	\$ 611,420.00.
February	15	1	14	34	\$ 6,642.00	\$ 606,004.00
March	25	4	21	151	\$ 12,808.75	\$ 1,198,324.00
April	16	4	12	109	\$ 6,815.00	\$ 669,500.00
May	21	4	17	211	\$ 9,775.00	\$ 957,426.00
June	29	2	27	176	\$ 8,633.00	\$ 717,912.00
July	23	2	21	45	\$ 9,400.75	\$ 876,734.00
August	24	2	22	237	\$ 12,009.50	\$ 1,190,475.00
September	14	0	14	49	\$ 3,584.00	\$ 318,397.00
October	22	0	22	176	\$ 3,053.00	\$ 234,510.00
November	28	3	25	63	\$ 2,733.00	\$ 262,581.00
December	8	0	8	28	\$ 1,045.00	\$ 97,298.00
Totals	224	10	214	1,321	\$ 82,814.00	\$ 7,137,981.00

Department Summary and Fees Collected

Building	\$	82,814.00
Electrical	\$	10,960.50
Plumbing	\$	8,879.00
Weights & Measures	\$	860.00
Total	\$	103,513.50

Total inspections for all departments. 3,160
Total single family housing units: 10 (2004 - 74)
(2005 - 69)
(2006 - 25)

Respectfully Submitted: Richard J. Pauley,
Building Commissioner/Zoning Enforcement Officer

Sealer of Weights and Measures

During the past year this department has ensured equity and fairness in the marketplace for both the consumer and merchant, while fulfilling the requirements mandated by Massachusetts General Laws. This was accomplished by inspecting, testing accuracy, adjusting when necessary and sealing all weighing and measuring devices used for commercial sales throughout the Town of Lancaster.

Users of sealable weighing and measuring devices were charged \$860 in fees. Inquiries, requests or complaints by consumers or merchants were responded to or investigated. One device was adjusted, 44 were sealed and 3 were not sealed in 2007. None were condemned. Three complaints were investigated. The sum of these activities led to savings to consumers

of \$87.80, and savings to merchants of \$7,564.83. The department test equipment has been certified as accurate by the Metrologist at the State Standards Laboratory. In the coming year I will conduct all required inspections, adapt to any commercial growth within the community, continue to attend training sessions to maintain state certification and further enhance certification as a sealer by working to add other disciplines.

I wish to thank all town officials who have supported this department during the past year.

Respectfully submitted,
Joseph A. Quinn
Sealer of Weights and Measures

VII. DEPARTMENT OF PUBLIC WORKS

The Board of Public Works reorganized in 2007 with Douglas A. DeCesare as Chairman, John J. King Jr. Clerk, and newly elected member John P. Sonia. The Board wishes to thank Martin Gannon for his service to the Department. Mr. Gannon's



term expired in May of 2007. This past year Superintendent Jack Sonia retired after many years of dedicated service to the Town of Lancaster; the Department of Public Works would like to wish Jack a very "Happy & Healthy

Retirement" and thank him for his dedication and commitment to the DPW and to the Town. The Board hired John A. Foster as its new Superintendent in May of 2007. The Board of Public Works would also like to thank the Police Department, Fire Department and all town boards and committees for their continued cooperation and assistance throughout the year.

The following are reports on each department's accomplishments, projects and issues undertaken throughout 2007.

Highway Division

Our 1985 Ford dump truck was replaced with a 2007 Sterling dump/sander/plow helping us greatly with our snow plowing and sanding issues. Also in November we received our new one ton Chevy dump truck which was much needed since our old one ton was deemed unsafe to drive nearly three years ago.

The Town accepted three new roads off of Kaleva Road and one new road off of Old Turnpike Road which the town now has to plow and maintain. During the course of the year the Highway Department did a major culvert replacement on Goss Lane and also a culvert replacement on Ponakin Road. A culvert on Rte 110 was also temporarily repaired and a culvert on Chace Hill Road was inspected and found to need repairs or replacement.

We did approximately 3,767 tons of paving on various streets. The department also did 334,932 feet of long line painting and 65

stop lines and 27 cross walks, along with our annual street sweeping, roadside mowing and catch basin cleaning.

The DPW also worked with the Planning Board and Conservation Commission on adopting a storm water management plan and bylaw for the town to keep in compliance with NPDES PII MS4 permit. All catch basins in the affected area were photographed and mapped.

The Highway Department also worked along with the Water Department on water breaks, and also assisted the Cemetery Department with their large tree work. The Highway Department also did many catch basin repairs, road patches and road edge filling, as well as all street sign maintenance and replacements.

Scott MacDonald
Highway Foreman

Cemetery/Tree Division

This year the Cemetery Division was very busy with such a remarkable growing season, mowing five parks, three ball fields, the old landfill, the town green and several intersections. The department also took delivery of its first zero-turn mower, replacing a thirty year old Honda walk behind. By doing this we were able to cut down on expensive repairs and mowing time. Hopefully the department will be able to replace other mowers within two to three years. The Cemetery Division collected a total of \$14,100 in Perpetual Care and \$6,650 in the sale of lots and fees. Over the past year we have removed many dead and

diseased trees along town roads and continue to work closely with National Grid in removing dangerous limbs and trees over their power lines. The tree division is in need of additional funds for the removal of many more dead and diseased trees.

At this time I would like to thank all of the staff at Town Hall and the amazing secretaries at the DPW office for all the extra time and effort in helping me with my new venture as the new cemetery foreman.

Larrie Knoll
Cemetery Foreman

Water Division

The Water Division pumped 231,097,000 gallons of water for the year 2007; this amount is 1,411,000 gallons less than the year before. We are still at 12% of water pumped that is unaccounted for, mostly caused by leaks that do not surface. To try to lower this percentage the department received a water loss grant from the Department of Environmental Protection that is in place as of this writing. This involves meter replacement where there was an approximately 3,000,000 gallons of water loss. The department repaired 14 water service leaks and 5 water main leaks last year; this amounts to approximately 17,000,000 gallons of water loss. Last year the Langen road 12" water main job was completed. This has saved approximately

500,000 gallons of water, as we do not have to flush the old 6" water main every two weeks due to rusty water complaints. We plan to continue a program to replace obsolete water mains in the system where continued complaints and water quality issues are coming in. The Water Department worked with the Cemetery and Highway Departments on various projects, such as water pipe replacement at Eastwood Cemetery, and several drainage projects for the Highway Department. In closing I would ask our customers to continue to conserve water in the coming year.

Robert Pelletier
Water Foreman

VIII. CULTURE AND RECREATION

Historical Commission

Michael Sczerzen chaired the Historical Commission in 2007. The members were Elizabeth Colley, William A. Kilbourn, David Knott, Joy Peach, Sally Rouleau, Michael Sczerzen, and Jean Watson.

The Commission office is open to the public every Tuesday to provide service to the public regarding historical research and genealogical information. Proceeds from research copy work were returned to the General Fund. The Historic District Study Committee appointed in 2002 received approval from the Massachusetts Historical Commission on their Preliminary Plan and proposed bylaw in September. The warrant article at the October town meeting was defeated. The Historical Commission thanks the members of the Historic District Study Committee who worked very hard on the Preliminary Plan and Bylaw. The members are: John Daly, Gene Feher, Mark Finnerty, Chair, Robert Follansbee, Jr. Vice Chair, Nancy Kosiewski, Karen McGarity, and Mark Schryver. Sally Rouleau is the liaison from the Historical Commission for the Historic District Study Committee. Sally Rouleau is also the liaison from the Historical Commission for the Town Green Buildings Advisory Committee. We completed the historical section documentation with the Town Planner for the Master Plan which was approved by the Planning Board in late 2007. The Commission is pursuing the wording to propose a demolition delay bylaw for considering in 2008.

The historic Bulfinch Church (5th Meeting House) First Church of Christ was notified by Massachusetts Historical Commission

that they were selected to receive a grant from the Massachusetts Preservation Project Funds. The town was notified that the application was not selected for the old Hose House (the South Fire Station), c. 1888, which has suffered interior damage due to roofing done five years ago. The good news is that the voters at Town Meeting in October voted funds to cover repairs to the South Fire Station. The Historical Commission and DPW Superintendent applied for a Survey and Planning Grant for the Old Common and Middle Cemetery in January, but were notified that we have not been selected. However, the positive news is that Massachusetts Historical Commission provided a consultant to complete the inventory sheets on Old Common and Middle Cemetery, placing us in a better position for the next grant round. Also, David E. Ross & Associates, Inc. gave a huge gift to the Historical Commission and the Town by doing a complete survey of the graves in Old Common and Middle Cemetery. The Historical Commission sincerely appreciates David Ross and his staff for the time and effort they donated.

The Commission thanks the individuals and organizations that have adopted a town historic marker and have maintained the markers with attractive plantings during the four seasons.

The Memorial School, which has been vacant, suffered significant damage these past few years through vandalism and had to be boarded up. The Prescott Community Building (Center School) remains vacant. The Town Green Buildings Advisory Committee is moving forward with a step by

step plan for the reuse of this building. Phase one, which has included removal of all old metal and addressing the mold issues in the building, has been completed.

The Historical Commission was notified by Massachusetts Historical Commission that MHC would hire a consultant to complete E-Forms and data sheets and maps of the Old Common and Middle Cemeteries. This work is part of the Historical Commission's goal to have all six cemeteries dating backwards from 1878 recorded for nomination for National Register Status. The Commission, in coordination with the Cemetery Division of the DPW, continues to pursue grant money from MHC for the fulfillment of necessary requirements for National Register Status for all our historic cemeteries.

Significant changes to property:

The Current Topics Club closed its doors at 59 Neck Road and sold the building with preservation restrictions to a new owner who will remodel the building into a single family home. The Historical Commission wishes to go on record and thank the Executive Board of the Current Topics Club for the gift for preservation of documents and artifacts, which include the records and significant artifacts listed below. Their

legacy to the town will be two scholarships for Lancaster students. In their 110 years of service to the town, the women of the Current Topics Club witnessed many changes from the end of the 19th century, including the women's right to vote, the automobile, indoor plumbing, and many more changes moving into the 21st century. The Historical Commission applauds the women for their service to the community.

The 18th century Jonas Fairbanks House on 47 Sterling Street was demolished bit by bit.

The historic marker at Lane's Crossing at the intersection of Harvard Road and Rt. 117 (Seven Bridge Road), damaged by vandals, still has not been replaced.

The site of the Industrial School for Girls, off Old Common Road on the location used by the RFK School has done some repair work to three of the houses.

Accessions:

Survey Site Plans for Old Common and Middle Cemeteries gifted to the town by David E. Ross & Associates. Pictures, Photo albums, and Artifacts from Current Topics Club

Trustees of the Thayer Memorial Library

In its 146th year of service to the residents of Lancaster, the Board of Trustees of the Thayer Memorial Library enjoyed another year of growth in services without an increase in service hours or staff. Since FY2000 circulation has risen, on average 12% every

year through FY2006 with staffing levels remaining unchanged. The Board of Trustees responded by making the case for more staff and public hours their number one priority and authored its first budget action proposal since 1997.

Budget

Over calendar year 2007 the Library again operated in a budget environment that was relatively stable and without event. From January to June the Library operated on the final 6 months of FY2007's municipal appropriation. Likewise from July to December the Library operated on the first six months of FY2008's municipal appropriation. Table 1 illustrates the Library's total operating municipal appropriations for each *fiscal* year,

affecting *calendar* year 2007. In both cases, increases in appropriation were due in large part to maintaining all staffing levels throughout calendar 2007, rising fuel costs as well as keeping pace with the rising costs of operating and maintaining various building systems (fire suppression, HVAC, etc). Over *calendar* year 2007 the Library spent in total \$241,803 spread over both *fiscal* year appropriations.

Table 1

Fiscal Year	Months Utilized in Calendar 2007	Total Fiscal Year Municipal Appropriation	Δ% from Previous Fiscal Year
FY2007	Jan. to June	236,503	2.66%
FY2008	July to Dec.	245,100	3.64%

Furthermore, the Library was able to meet all budget related requirements as outlined in 605 CMR 4.00: M.G.L. c. 78, ss.19A and 19B in FY2007 and is anticipated to do so, as well, in FY2008. As a result of meeting all of the Commonwealth's requirements for public

library service, the Library received its FY2007 State award of \$10,090, a 10% increase in State funds from FY2006's \$9,161 award. In contrast, the FY2008 initial State Aid Award is \$10,988 an increase of almost 9% since the year prior.

Highlights for meeting MBLC requirements over the course of calendar 2007 include:

- Maintaining the Town's Minimum Appropriation Requirement (MAR) to the Library's operating budget for both fiscal years.
- Sustaining 38 hours of public service per week.
- Spending at least 19% of total operating expenditures on purchasing books and other informational materials. The Town's appropriation covered about 64% of the required material expense with the balance coming from the Library's non-appropriated sources (trust fund income, gifts, etc.).

While meeting all service standards mandated by Commonwealth statutes and regulations, the Library would not be able to serve the public as it did throughout calendar 2007 without the good fortune of having non-appropriated sources of income available to augment municipal appropriations. Over calendar year 2007, the Library spent \$55,049 in non-appropriated funds provided by income earned in trusts, collected in revolving funds, awarded as State Aid to public libraries provided by the Commonwealth, awarded for qualifying as a *net lender* by the Central Massachusetts Regional System Net Lender program and gifts donated by individuals, estates and foundations. During FY2007, which ended in June 2007, the Library's total operating budget including appropriated and non-appropriated funding sources was \$286,375 of which \$55,790, or 19.48%, was expended on materials (books, DVDs, etc.).

The Library spent \$11,915 of its *State Aid* income over calendar year 2007 [note that some of this revenue was rolled over from prior years]. Notable State Aid expenses included supplementing building maintenance and custodial services (\$3,240), framing and displaying existing two-dimensional objects (\$2,913), supplementing wages (\$2,000), office supplies (\$1,425), Special Collections services (\$1,018), professional and travel expenses (\$448), installing security cameras (\$438) and other miscellaneous services (\$435).

The Library expended a total of \$22,382 of *Trust Fund* income to purchase books and materials (\$10,997), supplement building maintenance and custodial services (\$5,472) pay the wages of our Special Collections Assistant (\$3,387), install security cameras (\$1,042), purchase 2 staff computers (\$906) and other miscellaneous services (\$578).

The Library manages three *revolving accounts* used to collect revenue and to make targeted purchases. Over calendar year 2007 the Library expended \$7,171 from its *revolving accounts* to purchase books and materials

(\$6,500) and maintain and supply its public copy machine (\$671).

The Library maintains several *gift* accounts established to accept donations from individuals, estates and organizations. Over the course of the year the Library received \$38,074 in gifts from: the George K. Progin Foundation (\$18,000), Lancaster Current Topics Club (\$10,000) the Friends of the Thayer Memorial Library (\$3,660), the Rosemary Davis Fund of the Greater Worcester Community Foundation (\$2,415), Alan C. Nichols (\$1,500), PJW Youth Fund (\$1,500), Rita Allain (\$200), Lancaster Cultural Council (\$175), Murph's Hotdog Truck (\$125), Vincent Gavin (\$100), Western Massachusetts Regional Library System (\$100) Valorie Parent(\$100), William and Susan Barton(\$50), Gail Sticklor (\$40), Edith Brow (\$30), Plastran, Inc-PTX (\$25), Virginia Cannon (\$24) and Mary E. Brow (\$15). Fifteen dollars was given anonymously. Subsequently, the Library used \$13,581 of its gift revenue to purchase books and materials, museum passes to local attractions and fund the majority of all adult and children's programs.

The Library also received a number of non-monetary gifts. In January the Library accepted, on permanent loan, Mary Green Chandlers' Silverware from the Lancaster Current Topics Club. Lancaster resident Susan Martin, through an employee gift program at Hewlett Packard, gave the Library a brand new HP iPAQ hx2000 Pocket PC personal digital assistant (PDA). Fidelity Bank presented the Library with a new "Town Library of Lancaster 1867" sign located in the front of the Library on Thayer Drive. The original now resides in the Library's Museum. Finally, in June, Carlie Krakoff, a Thayer descendant gave the Library a portrait of Nathaniel Thayer which now resides in Memorial Hall.

The Library qualified for two relatively new revenue sources funded using State-directed funds. Once again, the Library received money through the Central Massachusetts

Regional System's (CMRLS) Net Lender program. This program reimbursed the Library for lending more materials to patrons of other communities than Lancaster residents borrowed from other public libraries. The Library was reimbursed for *net loans* generating a \$4,138 award. The Library also received \$953 through the Public Libraries

Fund program, established in the [FY2007 State Budget](#), and administered by the Massachusetts Board of Library Commissioners. This program provided the Library with a matching incentive to match charitable donations made to the Library over the course of FY2007.

Building and Operations

The majority of calendar year 2007 was marked with ordinary building maintenance issues. However, several notable building and operational items are worth mentioning. In July the compressor serving the Constance V. R Thayer Dexter Special Collections failed

and was replaced. In August, four security cameras were installed throughout the building. After years of unchecked growth two White Pines on the grounds near the reference room were removed in September.

Collection, Circulation and Other Activities

The Library accomplished important work regarding its Special Collections and Artifacts without any municipal funding. In January, a preservation audit of the Library's samplers was undertaken. In February, the Library received a general preservation survey grant of the entire facility which produced a findings report. Before the end of September, the Library re-installed its E. Howard Clock and bust of Nathaniel Thayer which were in storage since the Library's renovation several years ago.

97 more items than it processed in 2006. Although many of these items were immediately available to the public, almost all of the materials in the Constance V. R. Thayer Dexter Special Collections Room were accessible for a very limited time (M, W and Th 4 – 6 PM) either when staff were available or by appointment. The Library subscribed to 98 periodicals and was given an additional 31 subscriptions as gifts. In addition, and thanks in large part to funding provided from the George K. Progin Foundation and the Friends of the Thayer Memorial Library, the Library was able to subscribe to 11 museum and attraction passes.

By the end of December 2007, the Library's collection count rose slightly from 61,150 items in 2006 to 61,784. Many of these items were purchased; however the Library received 1,894 donated items, a 38% increase from last year. In total, the Library processed and added 7,297 items to the collection which was

At the end 2007, the Library had 4,831 registered borrowers. Circulation usage continued to rise and reached new heights, increasing over 9% in 2007.

Table 2

Circulation				
10-year Average	Calendar 2006	Calendar 2007	Δ% from Calendar 2006	Δ% from 10- Year Average
64,360	89,838	98,183	9.29%	52.47%

Analysis of annual circulation statistics continues to reveal that patron demand for non-print media types, namely in audio and video formats, is still growing. Over calendar 2007, non-print (compact discs, videocassettes, etc.) circulation accounted for over 45% of total circulation activity. What continues to remain encouraging is that usage of print media remained robust over this same time period and rose over 7% from 48,937 to 52,719.

The Library once more provided non-school-related programming activities for all ages throughout calendar year 2007. In total the Library provided 91 (24 Adult and 67 children) programs with overall turnout to all programs totaling 2,903 people.

In addition to providing weekly story hours, the Children's Department also continued its monthly Young Adult book discussion group, and provided its fourth annual Big Truck and Classic Car Night on the Town Green, four Red Cross Babysitters' Training courses, six Princess Tea Parties and an additional 11 programs of varying themes funded by the George K. Progin Foundation. Likewise, the Adult Department provided eight programs funded by the Rosemary Davis Memorial Fund of the Greater Worcester Community Foundation, continued its series of Adult programming titled "Learn from Your Neighbors", 12 Adult book discussions, and started a Friends of the Thayer Memorial Library Program Series. While the Library continued to diversify services by rotating displays of art by local artists through the Art on Rotation Gallery out of Clinton, it

discontinued its monthly film discussion series. Finally, the 6th annual "Food for Fines" program was held to assist families in Lancaster who had fallen on tough times in 2007. Patrons who donated non-perishable food to the cause had all of their late fees waived. The program commenced around Thanksgiving and ran until December 23. All food donations were collected by Jean Syria and Denise Hurley in conjunction with the Lancaster Police Department which then distributed the food to Lancaster residents.

The Library continued to reach out to Lancaster residents using targeted publicity. The Library continued to publish its newsletter the "Clarion: The Quarterly Newsletter of the Thayer Memorial Library" for the fourth straight year. Work was completed on the current Library website (<http://thayermemoriallibrary.org/>) in July. Neither service would be available without the diligent and continued help of Bob Kadlec (website) and Len Kelley and Christiann Gibeau (newsletter). Both major local newspapers, the Item and Lancaster Times & Clinton Courier, continued to provide the Library ample space weekly to advertise current programming events.

Even during non-public service hours, the Library building was frequently utilized by local, regional, or state governmental or private agencies to host non-library specific meetings or events. In calendar year 2007 the Library provided around-the-clock access to its meeting rooms located on the building's ground floor and recorded 192 uses.

Donations, Volunteers and Other Unpaid Help

Money and gifts in-kind were received from many of the Library's benefactors including:

Sheba Albert, Rita Allain, Tracey Atkins, Rona Balco, A. Dennis Barbor of George K. Progin Foundation, Susan Barton, William Barton, Bob Baylis and the Big Truck Night

Crew, Cheri Boegemann, Heidi Bowen, Edith Brow, Mary E. Brow, Virginia Canon, Sheryll Collins, Central Massachusetts Regional Library System, David Dunn, Dunn and Company, Friends of the Thayer Memorial Library, Vincent Gavin, Greater Worcester Community Foundation, Nancy Hilliard, The

Item, Irene Jackson, Carlie Krackoff, Lancaster Cultural Council, Lancaster Current Topics Club, Lancaster Fire Department, Lancaster Times & Courier, Legacy Publishing, Library Building Fund, Carlos LLanso, Chester Locke, Bruce Lucier, Susan Martin, Massachusetts Board of Library Commissioners, Murph's Hotdog Truck, Alan C. Nichols, Valorie Parent, Jane Paszko, PJW Youth Fund, Plastran Inc.-PTX, Susan Polansky, Sue Raymond, Sarah Reiff-Hekking, John Schumacher-Hardy, Lauren E. Searcy, John Spencer, Dana Stanley, Gail Sticklor, Kathy Suits, Tikataake Taberannang, Kathy Ramburri, Faith Venier, Astrid Wendth, Shawn Winsor and the Western Massachusetts Regional Library System.

The Library's loyal corps of volunteers continued to play an invaluable role assisting the staff to deliver quality service to patrons. In addition to adding new members to its volunteer ranks, the Library was the recipient of 2,482 unpaid, volunteer hours of service – an increase of over 20% from 2,053 hours the previous year. Averaging over 47 hours per week, volunteers saved Lancaster residents \$21,742 in wages (based on the wages of an entry level page). Additionally, the Library further utilized the Town's tax abatement program and added two additional candidates:

Respectfully submitted
Joseph J. Mulé, Director

Members of the Board of Trustees:

Emily J. Rose, Chair
Frank MacGrory, Vice-Chair
Frank Streeter, Secretary

Library Staff:

Joseph J. Mulé, Director
Anne White, Asst Dir, Adult Svcs
Susan Mellow-Conroy, Children's Librarian
Linda Ledoux, Senior Library Tech
Marcia L. Jakubowicz, Special Collections Asst
Charlotte Follansbee, Library Tech

Roseanne Columbo and Donald Boucher. Cecilia Thurlow completed her fourth year as the Library's Tax Abatement Museum Aide.

The Library's loyal corps of volunteers includes: Camille Adams, Sandy Altucher, Janet Baylis, Cheryl Baylis, Tamara Bedard, Alice Bloemer, Emily Carlson, Britlin Chapman, Yadyris Collado, Kyle Conroy, Anny Cunha, Angelina de Montigny, Rita DiStefano-French, Helen Dorval, Cornelius Driscoll, Kathy Driscoll, Sam Fenwick, Molly Flynn-Alling, Maura Gerrans, Myrna Gerrans, Christiann Gibeau, Ramesh Govindan, Mary Kate Grande, Naves Gurijala, Emily Hall, Sarah Henry-Saturne, Zachary Hunt, Alan Joseph, Christie Jozwiak, Bob Kadlec, Susan Kadlec, Len Kelley, Bill Kilbourn, Ceil Kirby, Barbara Linton. Margaret MacLaughlin, Dot McCandless, Norma McCarty, Roy McCoy, Alexi Mears, Debbie Morgan, Shoshana Klein Mulé, Heidi Munding, New River Academy, Stephanie Notaro, Dorothy Olson, Jami Osborne, Marilyn Page, Jill Perreira, Susan Polansky, Gail Prewandowski, Tyler Rand, Jo-Agnes Santangelo, Emily Schwartzkopf, Rebecca Rose Shoer, Emma Sneiderman, John Spencer, Gina Torres, Kyle Ursuliak, Rhys Ursuliak, Natalie Warila, Ellen Warila, Renate Wehtje, Jennifer Wheeler, Stephanie Yalian.

John Schumacher-Hardy, Member
Michael Lukaszevich, Member
Stephanne Fiori, Member

Janet Baylis, Page
Sandy Altucher, Page/Substitute
Nancy Record, Custodian
Cecilia Thurlow, Museum Aide
Donald Boucher, Museum Aide
Rosanne Columbo, Adult Services Aide

Library Hours:

Monday: 12:00 PM – 6:00 PM
Tuesday: 12:00 PM – 8:00 PM
Wednesday & Thursday: 10:00 AM – 8:00 PM
Saturday: 10:00 AM – 2:00 PM (closed on Saturdays, June - August)

Recreation Committee

The Lancaster Recreation Committee offers youth basketball for grades 1-8. Practices and games are held at the Mary Rowlandson Elementary School and the Luther Burbank Middle School. Games are played with the towns of Harvard, Bolton, Stow and Maynard. We would like to thank Bill Duggan for stepping onto the court and coordinating this program. Without him and past coordinators this program would never have been possible.

New standards have been purchased for the basketball court on Packard Street. They will be installed in the spring.

There is a new multi-purpose field behind the closed Memorial School. This field was seeded in the fall and we hope to have it available in the spring of 2008.

The season at Spec Pond was successful. Four life guards and three attendants were hired to oversee the safety at the beach. Brendon McGovern served as head life guard and beach coordinator. Brendon showed good leadership in this position.

Joe Kennedy and Steve Mudgett manage the ball fields, Little League and T-Ball. Lancaster Little League is a valuable asset to the Recreation Committee. Every spring the teams volunteer for a clean-up day. Without them the fields would not look so good. Recently, adult coed softball games were played at Thayer Field after a long absence. The games were enjoyed y many.

The Recreation Committee has a limited budget, but with volunteers, the continued assistance of Steve Geldart, and time and work on the part of the committee members, we were able to offer programs for the adults and youth of Lancaster. Anyone with ideas for programs is encouraged to attend meetings and bring new ideas to the committee. Input from townspeople is important and appreciated.

Respectfully submitted,
Joan Mitchell, chair
Henry Richter
Joe Kennedy
Steve Mudgett

MEMORIAL DAY

9:00 AM

MONDAY
THE TOWN GREEN

MAY 28, 2007
LANCASTER CENTER

PARADE MARSHALL – WILLIAM W. BARTLETT
COMMANDER OF AMERICAN LEGION – HENRY RICHTER

COMMANDER EVERETT MINIGAN
AMERICAN LEGION POST 96

MASTER OF CEREMONIES – HENRY RICHTER

Invocation Pastor Terry LeTourneau
Pledge of Allegiance to the Flag Audience
Singing “America the Beautiful” . Audience & Nashoba School Band
General Logan’s Orders Elizabeth Cross
Selection “Trumpet Voluntary” Lancaster School Band
Lincoln’s Gettysburg Address Kevin Marina
Selection “God Bless America” Nashoba School Band
Memorial Address Reino Tervo
Call for Wreath Bearers Henry Richter
Call for the Heritage Group Henry Richter
Singing “The Star Spangled Banner” . Audience & Lancaster School Band
Decoration of War Memorials Veterans
Three Rifle Volley Firing Squad
“Taps” Students from Lancaster Middle School Band
Benediction Pastor Joseph Cardomone

Parade proceeds to North Cemetery, led by Nashoba Regional High School Band

Directed by Tom O’Toole

Lancaster Middle School Band directed by Wayne Gilbert

The Star Spangled Banner

Nashoba Band

Town Green

We are here to honor and pay tribute to the men and women who served our country in time of war. May we never forget what we owe them. Let us live our lives so that the ideals, the liberty, and the way of life they fought to preserve, may forever remain in us a living memorial to them.

The committee wishes to thank the audience and all who participated in making this day a solemn and memorable day.

Memorial Day Committee Members

Cheryl Bartlett
Jen Lapen
Aide-Michele Marino
Henry Paszko

Mary Paquette
Karen Shaw
Carol Sonia
Roberta Winsor

Trustees of the Charitable Fund

The Trustees of the Charitable Fund in the Town of Lancaster herewith submit their 157th ANNUAL REPORT of the Invested Funds, in accordance with the provisions of the Act of Incorporation of the Fund in the year 1851.

The Invested Funds are as follows:

Three Certificates of Deposit @ Clinton Savings Bank:	\$16,296.37
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Respectfully,

William A. Kilbourn, President

Chester L. Locke, Treasurer

Sarah E. Gulliver, Clerk

Jacqueline A. Folger

Phyllis Matthews (*resigned 10/07*)

Wendy Anne Cardamone (*apptd. 11/19/07*)

Paul Hull (*ex officio*)

IX. EDUCATION



NASHOBA

Regional School District

Our school district continues to see great success in its students, staff, and administrators. This past year, we have achieved academically, socially and financially in meeting and exceeding expectations in these and other areas.

Academically, NASHOBA Regional High School, which Lancaster contributes almost one third of its students, has been recognized as a Silver Medal Winner in the U.S. News and World Reports Magazine rankings of top high schools in the country. What makes this award that much more special is that at the root of it is that we have been recognized for our ability to meet all students' needs in a comprehensive way. This has been a goal since 2005 when we initiated our strategic plan and it is nice to be recognized by an outside source, completely independent of any local advocacy. Our high school was honored as a *Compass School* by the Department of Education last spring. This honor was based on our high school's strong improvement on MCAS scores.

The District continues to be financially sound. For the second year in a row our budget passed in all three towns without debate. Our school committee worked hard with the three towns and their respective Boards of Selectmen and Finance and responded by making sure that the budget would not require a proposition 2 and ½ override in any of the communities. The budget grew by 5.92% for fiscal year 2008

MCAS Tests of Spring 2007										
Percent of Students at Each Performance Level										
Grade and Subject	Adv/Above Proficient		Proficient		Needs Improvement		Warning/Failing		Students Included	CPI
	Dist	State	Dist	State	Dist	State	Dist	State		
GR. 3 - READING	21	14	47	45	27	32	5	9	266	88.2
GR. 3 - MATH	27	19	43	41	22	24	8	16	268	86.4
GR. 4 - ELA	8	10	57	46	29	34	6	10	245	87.8
GR. 4 - MATH	25	19	35	29	35	39	6	13	246	84.1
GR. 5 - ELA	23	15	53	48	20	28	4	9	229	92
GR. 5 - MATH	33	19	35	32	24	31	8	18	229	86.1
GR. 5 - SCIENCE/TECH	30	14	47	37	20	37	3	12	229	92.2
GR. 6 - ELA	15	9	74	58	9	25	1	7	239	96.4
GR. 6 - MATH	48	20	38	32	10	28	5	20	237	93.4
GR. 7 - ELA	15	9	73	60	10	23	2	8	259	95.5
GR. 7 - MATH	29	15	44	31	21	30	6	24	258	87.9
GR. 8 - ELA	19	12	67	63	10	18	3	6	253	94.9
GR. 8 - MATH	35	17	30	28	23	30	12	25	254	83.4
GR. 8 - SCIENCE/TECH	7	3	52	30	32	44	9	24	254	82.5
GR. 10 - ELA	41	22	49	49	9	24	1	6	219	96.5
GR. 10 - MATH	68	42	21	27	7	22	5	9	218	94.7
Data Updated on October 3, 2007										

(school year 2007 – 2008) and this allowed for continued attention to the facility needs of each school, our ability to maintain adequate class sizes and to address programmatic additions for health education (PK-12), consumer science (9-12) and a continuum of special education

programming for PK – 12. The budget has been aided slightly by a leveling of enrollment throughout the district and especially in Lancaster. The School Committee continues to maintain fiscal responsibility and one piece of evidence is that our excess and deficiency fund is nearing its maximum allowed by law which is five percent of the current annual budget. This, along with retirement of our legislatively imposed budget amount for a reserve leaves us with a healthy financial picture for excellent bond ratings. In addition, for the second year in a row we have reduced the assessments for all three towns after the legislature finalized its budget in the summer.

The School Committee updated its District Improvement Plan in the fall of 2007. In the plan they recognized the progress we have made on our strategic plan and outlined six new or existing priorities in the next two year cycle.

- To design a systemic program to deliver foreign language instruction for PK- 12th grade;
- To develop a model for reporting standards in all curriculum areas;
- To conduct fund raising efforts for the Community Competition Complex at the High School;
- To explore Time on Learning and develop strategies to meet the goals of our learner outcomes;
- To communicate to teachers, parents and students, resources for students at risk of becoming disengaged in learning, school and being a contributing member of the school community; and lastly,
- To identify ways that that relationships can be formed, broadened and strengthened among students, parents, and staff in school.

Academically, our PK – 8 programs continue to perform well. Our students participate in the Massachusetts Comprehensive Assessment System (MCAS) beginning in grade three and continue right through to grade eight and then again in grade ten. This past year we received results on a retooled grade three English Language Arts assessment and we received school based results for social studies in grade seven. As you can see by the charts our students have not had a strong showing in this past cycle but we have responded with a number of interventions that we feel will turn performance around immediately. These assessments help us examine our practice and with new software now available we can analyze the data right down to the objective performance by each student. This is the information teachers can then use for instructional planning. In addition to the MCAS data we have our own internal data based on district wide benchmark testing that we have been piloting. Although our curriculum is based on the Massachusetts Frameworks, like all districts, we personalize it to our beliefs about teaching and learning. We then train our teachers accordingly, using the valuable early release time we have during the school year. The benchmark testing is in reading and mathematics and is in its infancy stage of development, but has already been a catalyst for rich discussions among the grade level teams across the district.

We also started one intervention that focuses on math with a new part time position at Mary Rowlandson Elementary School that is working with students and teachers on math strategies for the specific skills and objectives that are not as strong as desired. We also have added an MCAS remediation program for before and after school. In reading we are using our benchmark

assessments to be more responsive in the grouping of students based on standards that are showing strengths or weaknesses. While this has been done for some time, we are looking at our reading strategies used in these flexible groups to be sure that they are working.

In the 2006 – 2007 year we entered into a partnership with Minuteman Regional High School and modeled what we had been offering in Bolton by offering a Science and Engineering class to fifth graders at Mary Rowlandson Elementary School. It has met with great success and our students continue to be excited by the trips to the Luther Burbank Middle School Science, Engineering, and Technology Lab.



Robo-Lancers Front row, left to right: Nyshidha Gurijala, Pra Vennapusa, Devin Doyle, Alison Crooker, and Ben Yentz. Back row, left to right: Brandon Steff, Corey Laite, Connor Ursuliak and Pri Vennapusa. Not pictured, John Kilgo.

The Luther Burbank Middle School robotics team, the Robo-Lancers, won first place for the most innovative presentation at the First Lego League (FLL) robotic competition held on December 8 in Quincy. The theme was Power and the team had to choose a municipal building in Lancaster for conducting an energy audit.

The Robo-Lancers chose the Lancaster Police Station, a fairly new town structure that has been plagued with energy problems. The purpose of the audit was to find an alternative energy form that was best for the building. After conducting the audit and conferring with alternative energy expert and former Lancaster selectman, David Dunn, the team chose a Geothermal system to solve the energy problems at the police station. The team then wrote a five-minute skit to perform in front of the FLL judges. The team's robot was also impressive, placing 5th in a competition that included 48 teams.

In June 2007 we recognized the retirements of Connie Cleary and Thomas Moore. Collectively, they had over seventy years of experience in Lancaster schools. We wish them well in their future endeavors.

Respectfully submitted,

Michael L. Wood
Superintendent of Schools

**Nashoba Regional High School
Class of 2007**

Dwight Jackson Hahn – President
Alicia Marie Maloney – Secretary*

Elizabeth Marie Hagermoser – Vice President
David Berg Lauritano – Treasurer*

Benjamin Donald Adams
Drew Russell Arvin
Melissa Anne Babb
Nicholas Michael Baczkowski
Courtney Anne Baker *
Ellen Marie Baldwin
Lauren Grace Balukonis
Warren Michael Barck
Lindsey Dawn Bartlett
Michael Edward Bashaw
Cheryl Marie Baylis
Daniel Gregory Bebernitz
Nicholas Alan Birse
Jocelyn Susan Blanton *
Jacob Nathaniel Bleier
Keith Joseph Bonneau
Kevin Gerard Bonneau
Jonathan Martin Bouvier
Arthur James Bowen
Christopher Robert Brazao
Larissa Ketty Brock
Hannah Elizabeth Brooks
Sophie Greta Brugger
Stephen James Buchanan
Sean David Busch *
Tracey Amanda Butler
Timothy Patrick Callahan
Brittany Elizabeth Camero
Madeleine Abigail Camp
Lindsay Alexandra Capone
Mary Ann Carville
Kristen Elizabeth Caviston
Kayla Anne Cecil-Bibeau
Britlin Perry Chapman
Lauren Ann Chase
Falon Chi Chow
Craig Patrick Clark
Nicole Leigh Clark
Nicholas John Cody
Courteney Mary Collier

Erek Parker Cook
Jacquelyn Frances Cook
Allison Maureen Coulter
Kaitlyn Adele Coulter
Kelly Ann Cozzens
Erinn Christine Dandley
Kenneth Edward Davis II
Jeremiah Agostino DeBenedetto
John Patrick Delaney
Lisa Anne Della Valle
Jared Christopher Detsikas
Louis Charles DiNatale
Emily Rebecca Douglass
Thomas Jay Ducharme
Matthew Clifford David Dunnells
Alyson Mary Durben
Suzanne Kelly Edmunds *
Peter James Farragher
Ellis Christopher Fiori
David John Flannery
Eric Phillip Fournier *
Rachel Marie Fournier
Joshua Fournier-Ellis
Elizabeth Michelle Fredrickson
Jeffrey Paul Galeski
Keith Alan Gilchrest Jr.
Matthew David Gilchrest
Alessandra Christine Gordon *
Stephanie Ann Grajales
Gina Nicole Gross
Ian Daniel Hannaway
Sarah Evelyn Harvey *
Emily Rose Harvie
Amal Elizabeth Hdayed
Lance Richard Healy
Jessica Lynne McGrath Hewitt
Rebecca Hjemdahl
Melissa May Houseman
Christopher Moore Howard
Sean Humphrey

Jennifer Lynn Hunt
 Eric Steven Hvoslef
 Gary James Innamorati
 Nicholas Adam Izzo
 Timothy Daniel James
 Heidi Rachelle Jarvis
 Jeffrey Scott Johnstone
 Cameron Douglas Jones
 Michaelson Picard Joseph
 Philippe Emmanuel Joseph
 Lea Indra Kalbhenn
 Lindsay Lee Kallander
 Henry Lewis Kammerer
 Jackson Stephen Loughlin Keane
 Shannon Lian Kearns
 Mitchell Douglas Kelly
 Shannon Mary Kelly
 Mariel Avery Kennison
 Tyler James Kerr *
 Kaitlyn Samantha King
 David James Kistner
 Benjamin Robert Klouda
 Whitney Allison Koch *
 Meghan Lee Kreidermacher
 Alysha Diane LaFountain
 Robert Christopher Lam
 Hannah Langberg
 Heather Marie Lavallee
 Alyssa Rose Lawrence
 Nicholas William Leandres
 Dana Michelle Lemelin
 Kelsey Serena Liles
 Colleen O'Shea Makary
 Daniel Russell Mansfield
 Ashley Elizabeth Marino
 Robert Allen Marshall
 Stephen Lee Maxwell
 Elizabeth Lamson McCormick
 Amelia Lee McCullen
 Jane Tyndall McCullen
 Julie Gloria McNally
 Ana Isabel Mechlin
 Brian Ronald Melanson
 Steven Anthony Melanson
 Justin Joseph Miakisiz
 Stephen Charles Miller

Sarah Mita
 Allison Leah Monat
 Erika Virginia Mong
 Joseph Hershell Morgan
 William Emery Morrison
 Christos John Mpelkas
 Dimitrios Andreas Mpelkas
 Ryan Peter Mullin
 Daniel Nathan Munger
 Kerin Melone Murphy *
 Nicole Alicia Nesman
 Chelsea Elizabeth Newton
 Maxwell Richard Nicoll *
 John Curtis Niggl
 Andrea Lee Nixon
 Christopher Michael Nosek
 Sean Patrick O'Brien
 Laura Elizabeth O'Neil *
 Tyler Francis O'Toole
 Brianna Margaret Ordnung
 Devon Amelia Ordnung
 Lauren Marie Palette
 Keith Jerome Palmer
 Elizabeth Rocio Pane *
 Katrina Elizabeth Papanastassiou
 Victoria Grace Peacock
 Amanda Nicole Pieper
 Sarah Kathryn Pipich
 Denise Marie Pollock
 Adam Joseph Poulin
 Matthew Hunt Powers *
 Michele Marie Quinn
 Vonja Mireille Quiros
 Megan Jean Rheaume
 Geoffrey Anthony Riccio
 Kimberlee Ann Rich
 Kirstin Leigh Richardson
 Kylie Ricker
 Edward Joseph Riley
 Janice Jane Rios
 Kimberly Elizabeth Robinson
 Andrew John Roche
 Peter Michael Rucinski
 Christopher Robert Sargent
 Alexander Henry Schab
 Brittany Kate Schandelmayer

William Stephen Seuss
Oren Moshe Shapira
Alyssa Marie Shelales
Brenno Cesar de Haro e Silva
Alyssa Marie Siok
Catherine Lorraine Sivret
Bethany Anne Slade
Allison Leigh Slater
Katherine Loretta Slaterry
David Michael Smart
Amanda Marquand Smith
Daniel John Smith
Joseph James Smith
Elizabeth Osmond Soule
Jennie Lynn Sousa
Lindsay Ann Stadtherr
Daniel Tyler Stefanis *
Daniel Joseph Stepien
Steven Andrew Sterling
Rebecca Ann Straney

Keri Anne Tarr
Kellan Campbell Thomas
Katrina Leigh Thompson
Scott Andrew Traylor
Lindsay Alexandra Trefry
Andrew Charles Udvare
Timothy Joseph Valente
Matthew Vitti
Nathan Samuel Walsh
Julia Anne Ware
Daniel Joseph Warila Jr.
Dana Lee Weatherbee
David Nathan Wellcome
Liam Christopher Whalen
Jonathan Arthur Wing
Jennifer Brooke Winters
Anna Zubko

*Denotes National Honor Society

2007 ANNUAL REPORT TO THE TOWN OF LANCASTER

MINUTEMAN REGIONAL HIGH SCHOOL

School of Applied Arts & Sciences

758 Marrett Road, Lexington, Massachusetts 02421

www.minuteman.org

Class of 2007 Graduate Achievement Highlights

- 98% of the Class of 2007 graduated into college, employed in their field of study or enlisted in the US military.
- 100% of the Class of 2007 successfully passed the state-required MCAS tests in English and Math.
- Commercial & Human Services graduates achieved 98% placement rate with 76% enrolled in college, 21% employed in their field of study, and 1% in the military.
- Science Technology graduates achieved 98% placement with 81% enrolled in college, 7% employed in their field of study and 10% enlisted in the US military with 100% of Electromechanical Engineering, Environmental Science, Office Technology and Graphic Communications students attending college.
- Construction-Trades graduates achieved 92% placement rate 35% enrolled in college, 49% entering the workplace in their field of study and 8% enlisting in the US military.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Childhood Education graduates were certified by the Office for Child Care Services.
- 100% of Cosmetology graduates passed the state board examination to become a licensed hair stylist.
- Medical Occupations graduates achieved 100% placement in college.
- Gabriel J. Gerzon, a graduate from Concord, was honored as an Outstanding Vocational Student of the Year by the Minuteman Regional School Committee, the Massachusetts Association of Vocational Administrators and State Commissioner of Education, Dr. David Driscoll.
- Sam Rogers, a Biotechnology Academy student from Concord, graduated Valedictorian in the Class of 2007.
- Student speakers at the Class of 2007 graduation ceremony were Valedictorian Sam Rogers of Concord, Salutatorian James Michaels of Acton and Class President Rachel Forziati of Malden.

The Class of 2007

Lancaster

Craig Baird	Carpentry
Matthew Baranofsky	HVAC
Nathaniel DeCesare	Landscape Management
Steven Nourse	Robotics & Automation Technology

Gabriel J. Gerzon **Outstanding Student of the Year 2007**

Gabriel J. Gerzon, a Carpentry major from Concord, is the son of Robert and Christine Gerzon and the youngest of five children. Ranked fourth in his graduating Class of 2007, Gabe excelled in academics, his technical program of study and sports, and had been active in out-of-school extracurricular activities.

Gabe brought honor to his family, community and school throughout his high school years through student activism and leadership both on and off campus, including being a student representative to the Minuteman Carpentry Advisory Committee, his founding membership in the Concord Coffee House for Youth, a regular contributor to the Minuteman Art & Literary Magazine, a two-year varsity member of the Minuteman basketball team, an avid snowboarder, a member of the Minuteman Student Ambassador Corps and a straight four year Honor Roll Student earning high honors each marking term since freshmen year.

Complimenting his carpentry and construction management studies at Minuteman, Gabe combined his interests in media and writing with an appreciation for math and science as they relate to his field of study. He enjoys art, poetry and the social sciences and says that he came to better appreciate these subjects as they were taught in the academic classroom and often applied in his carpentry studies through literature, architecture and urban studies.

Gabe has tremendous leadership abilities. Struggling to find a place to call their own, Gabe and his friends developed a grass-roots plan to create the Concord Coffee House for Youth. This establishment is for kids by kids in every sense of the word. A daily place where high school students can study, engage each other with board games, read poetry, listen to and learn to play music, conduct college and career planning discussion and focused workshops, or just relax. He used his carpentry skills to build a stage for poetry readings, musical performances or other entertainment. Gabe used his leadership skills to get this project off the ground and it opened last year and it is going strong today.

Gabe was accepted to all colleges where he applied including the University of Massachusetts, McDaniel College, Massachusetts College of Liberal Arts and Clark University. He is enrolled in Psychology and Communications with later plans to enter a career in media or writing.

Gabriel Gerzon, Minuteman's Outstanding Student of the Year for 2007, envisions a career in human services or the arts using the carpentry field as a springboard to understanding how things work, how communities and the world around us are built and sustained and how like-minded people can improve our society for the better by taking academic knowledge and applying it to problems and creating solutions.

2007 Students High Achievers

Congratulation to the following students recognized as High Achievers this year:

Mike Belanger of Ayer, *HVAC/R*
Krista Burgoyne of Bolton, *Culinary Arts & Hospitality Management*
Ben Caesar of Lancaster, *Computer Programming*
Brian Clough of Dover, *Carpentry*
Lori Conners of Sudbury, *Exploratory*
Melissa D'Amico of Ayer, *Cosmetology*
Juanita Estrida of Arlington, *Graphic Communications*
Aaron Gralnik of Lexington, *Environmental Technology*
Chris Hansen of Medford, *Electromechanical Engineering*
Eliza Leahy of Needham, *Environmental Technology*
Jason McPhail of Watertown, *HVAC/R*
Alice Ofria of Medford, *Environmental Technology*

Student Performance Highlights

- Minuteman Regional High School sophomores had a 97% pass rate on the English Language Arts MCAS Test, a 94% pass rate in Math, 72% in Biology, and 100% in Chemistry taken in May 2007.
- Minuteman students on the Math Team competed strongly at all levels against academically diverse groups of area schools finishing the year ranked in first place in the state vocational conference for the third year in a row.
- A Latin course was expanded to serve the growing number of students interested in medical careers, biotechnology and science.
- The Minuteman Players, the school's drama students, produced and performed a full production of Matthew Barber's "*Enchanted April*."
- Faculty members from English, Math, Science and several vocational fields designed a series of MCAS Science curriculum standards for use throughout each of the school's 22 vocational majors.
- The first state-approved high school pre-engineering program entered its eighth year and graduated its fourth class of students, again with 100% attending college.
- Approximately 82% of the Science and Technology seniors graduating received certification in their respective area, while approximately 92% were planning to continue their education or training upon graduation.
- A Team of two Pre-Engineering students placed second in the "West Point Bridge Design" contest – A National Internet-based software design contest.
- Minuteman is now an authorized CertiPort Testing Center for Microsoft Office Specialist Certifications.
- Students in Carpentry, Electrical Wiring, Plumbing and HVAC completed construction of the single family home for the Lincoln Housing Commission in Lincoln, MA.
- Underclassmen created four scaled New England style homes for display at the New England Home Show in Boston. Minuteman was the only participating vocational high school in MA.
- Electrical Wiring students completely wired two residential units in Lexington.
- Environmental Science students were invited to attend the Secretary's Award for Excellence in Environmental Education as an honorable mention. This award honors individual schools,

teacher and students across the Commonwealth who have distinguished themselves in environmental education initiatives.

- For the third year in a row, Culinary Arts students won first-place in the annual culinary competition at Newbury College and in so doing earned \$7,000 in scholarships for enrollment at Newbury College.
- As a community service project a team of junior Graphic Communications students worked with the Lahey Clinic in designing and printing a 2007 calendar incorporating artwork drawn by elementary age students who are patients in the “young hearts” clinic.
- The Cosmetology Class of 2007 had a 100% success rate when taking the State Board Exams.

National Honor Society

The Minuteman Chapter of the National Honor Society proudly served the school and the community with thousands of volunteer hours maintaining a solid and diverse membership while inducting twenty-five new members.

Congratulations to the new recently inducted members: Thomas Andrews of Arlington, JonFanco Barretto of Medford, Nathaniel Bearg of Concord, Paul Blaszczyznzki of Arlington, Amanda Cabral of Medford, Hailey Callahan of Concord, Sean Chicosky of Acton, John Clark of Belmont, Ashley Cobuzzi of Lexington, Abigail Dornbusch of Needham, Katheryn Fontaine of Arlington, Elizabeth Haberkorn of Stow, Nicholas Hammond of Medford, Geoffrey Landskov of Arlington, Bradley Lowe of Boxborough, Tyler Manoukian of Carlisle, Molly Mullen of Cambridge, Christina Niccoloro of Cambridge, Alice Ofria of Medford, Michelle Pierre of Arlington, Nicholas Ritchie of Carlisle, William Roche of Concord, Rebecca Rowe of Arlington, Christopher Sproul of Stow, and Allison Walsh of Medford.

Minuteman Takes Grand Prize Award at MIT-Sponsored Competition

Three cross-vocational teams from Minuteman’s Biotechnology, Pre-Engineering and Robotics competed in a Design Challenge at the Museum of Science in Boston.

In this full-day design event, amongst teams from across New England, Minuteman’s Technology Division took home the gold medal -- winning the MIT-sponsored WINDY 500 Grand Prize Award. The teams were challenged with designing, building and racing wind-powered vehicles using only materials provided. The cars had to carry a single driver.

The Windy 500 is part of EurekaFest, a multi-day celebration sponsored by the Lemelson-MIT Program, a foundation dedicated to supporting and encouraging invention and innovation.

In preparation for the event, Minuteman’s teams competed against each other on design projects during the school day. They participated in team building exercises and analysis that was headed by Dr. Clarissa Sawyer, a corporate consultant in the field.

Members of the winning Minuteman team were freshman Ivy Smith of Medford, and Becky Cole of Arlington. The juniors were Paul Blaczynski of Arlington, Jeff Palma of Concord, and Robin Weinstein of Weston. Students on the two other Minuteman competing teams were juniors Kevin Brown of Pepperell, Charlie Deakins of Carlisle, Chris Hansen of Medford, Dan Polansky of Dedham, Paramveer Pabla of Arlington and freshman Sean Keane of Arlington,

Therese Gray-Gaudet of Medford, Eben Goldman of Lexington, Kenny March and Torri Dodge of Stow, and Eo Jin Hwang, a visiting exchange student from Japan.

The races were emceed by Ray Magliozzi, one of the Click n' Clack Brothers of National Public Radio's CarTalk. The Windy 500 is featured on the CarTalk website. As well, Nate and Deanne, from PBS Kids' Design Squad television program, served as the Windy 500 hosts for the day.

Overall School Highlights

- A new Freshmen Exploratory program was designed and implemented as a means to ensure that members of the Class of 2011 have a full opportunity to experience each of Minuteman's twenty-two technical programs before choosing a major. This new exploratory program runs half of grade 9 and allows students to develop a better understanding of their talents and interests while exposing them to diverse careers.
- Minuteman developed a Nontraditional Exploratory Program for Girls for the Class of 2011 through which all female students learned about the viability and challenges of women in nontraditional careers, such as automotive technology, carpentry and construction, computer science and engineering. The freshmen girls learned about these careers through a series of hands-on exercises, guest speakers and alumni panelists and field site visits to industry partners.
- New and/or updated college articulation and advance credit agreements with numerous top colleges in over 78 different courses and programs at over 17 colleges and universities.
- Community Education services, including After School programs for middle school students, Adult High School services, Evening and Continuing Education courses and Summer School programs and camps, provided to member town residents continued at one of the highest participation and success levels in the state.
- The Facilities Management Department completed major campus renovation and facility improvement projects including a program of delivering "green" products to school services.

Minuteman Students Receive John and Abigail Adams Scholarships

The John and Abigail Adams Scholarship provides a tuition waiver for eight traditional semesters of undergraduate education at the University of Massachusetts, the seven state colleges, or fifteen community colleges. Students qualify for the scholarship when score in the Advanced category in either the Mathematics or the English language arts section of the grade 10 MCAS test; score in the Proficient or Advanced category on the second subject (Mathematics or English language arts); and have a combined MCAS score on these assessments that ranks in the top 25% in their school district. Congratulations to the thirty-six Minuteman Students Awarded!

The following students were awarded: Arthur Albuquerque, Sean Chickosky, Benjamin Howell and Arielle Shander of Acton; Colin Donogue, Geoffrey Landskov, John Scaduto, Jacob Smith, Patrick Cooney, Paramveer Pabla and Paul Blaszczyński of Arlington; Courtney Lindhorst of Belmont; Krysten Shedd of Boston; Bradlee Tower of Boxborough; Joel Cioffi of Burlington; Elizabeth Mullane of Cambridge; Charles Deakins of Carlisle; Nathaniel Bearg, and Jeffrey Palma of Concord; Daniel Polansky of Dedham; Brian Clough of Dover; **Kristen Capen of Lancaster**; Lily Altshuler of Maynard; Nicholas Hammond and Chris Hansen of Medford; Richard Harrington, David Kelly, and William Patey of Needham; Collin Aucoin, Jonathan

Evers, Elizabeth Haberkorn, Sarah Nichols and Adam Radl of Stow; Michael Lavy of Watertown; and Joshua Kerti of Wayland.

Minuteman Students Take Gold, Silver and Bronze Medals at National SkillsUSA Competition

Sixteen students from Minuteman Regional High School represented their school and Massachusetts at a national competition, the SkillsUSA Championships in Kansas City, MO in late June. Twelve came home with first, second or third place medals and four more returned with top ranking national placements.

Jake Shearer of Wayland, a junior in Medical Assisting placed first in the Medical Assisting competition. This was Jake's second year at the National Competition placing third last year. Jake's impressive national first place ranking as a sophomore brings high hopes for next year's competition.

Karl Gibson of Arlington, a senior in Computer Technology placed Silver in the Computer Programming Competition. This is the second year that this competition has been available to compete in and Karl's second trip to Nationals. Last year, Karl was awarded first in the Nation.

The Biotechnology team of senior's **Desi Forte and Amber Hill of Watertown**, and sophomore **Abby Dornbusch of Needham** were honored as Second Place finalists in the Tech Prep Showcase Competition. Tech Prep Showcase is a unique leadership competition where students are required to perform an act of community service and develop a detailed and rehearsed presentation following competition guidelines and concludes by making a formal presentation to a group of judges. This competition is also in its infancy stages and has had great success from students for the past two years of its existence. The sophomore Environmental Technology team of **Allison Walsh and Alice Ofria of Medford** and **Becky Rowe of Arlington**, were also honored as Silver Medal winners in the Tech Prep Showcase Competition.

The team of junior's **Christopher Hansen of Medford and Paramveer Pabla of Arlington** took their skills in Robotic and Automation Technology to the national level, and emerged as bronze medal winners, placing third in the country. Chris and Paramveer's competition area, where they worked all day on Thursday to produce a medal-winning project, was directly below the sign announcing the competition, and drew many onlookers, but the experienced team seldom looked up, concentrating on their work.

Making her third appearance at the National Competition, senior **Krista Burgoyne of Bolton**, took National Third Place and a bronze medal in Commercial Baking. Visitors to the competition could watch contestants preparing, baking and displaying more than a half-dozen types of pastry and assorted confections. Krista placed first in the Nation the previous two years. Krista was previously awarded a full tuition scholarship at the Culinary Institute of America.

Four other students also received national standings; **Ian Hurley of Ayer**, placed first in the state in Automotive Service Technology. **Elizabeth Mullane of Cambridge**, placed first in the state in Office Computer Applications. **Francis Gassert of Acton** placed first in the state in Related Technical Math. **Evan Rogers of Concord** placed first in the state in Job Interview, another Leadership competition.

Through leadership events and competitions on the district, state and national level, the

organization helps students excel in their education and future technical, skilled and service careers, including health occupations. SkillsUSA serves nearly 265,000 high school and college/postsecondary students and their chapter advisors who are professional members.

Art and Literary Magazine Celebrates 22nd Publication

The ink is dry on the twenty-second edition of Minuteman Regional High School's Art & Literary Magazine, and as usual, the publication contains many outstanding examples of student-generated poetry and art. This year's magazine showcases 20 poets and 13 artists.

The winners of school-wide poetry and art contests provide the content for the magazine. This year, approximately 150 poems from about 80 poets were submitted. In the art contest, 40 artists submitted 70 pieces of artwork. Originality is the primary criteria used in selecting work for inclusion in the magazine, and selection committee members also try to ensure a mixture of styles.

"We really have quite an artistic community at the school," Mr. Donovan said. "We used to just get block printing, but now, it's quite a variety. We added photography to the art contest three or four years ago. This year, there are quite a few pieces of artwork done in anime style. "Anime has become very popular in the school," he said. "They had an Anime Club this year for the first time.

A third contest, open to juniors in the Graphics department, determines who designs the magazine's cover. Patrick Cooney of Arlington won this year's cover design contest. Patrick also did the magazine's entire layout.

Former Minuteman English teacher Denise R. Donovan served as the Copyright Editor, and the Graphics Coordinator was Graphics Department senior teacher Daniel Vardaro. The school's Office Technology department did the word processing. "The magazine is truly an integrated student effort," Mr. Donovan said. "By the time it's done, many students from all majors and departments have played a part in its creation."

The student artists featured in this year's magazine are Francis Gassert of Acton; Jared Bessett-Kirton, Paul Blaszczyński and Ashley Val of Arlington; Courtney Lindhorst of Belmont; Joseph Cusano of Concord; David Vaughan of Dorchester; Michael Hammond and Ivy Smith of Medford; Hilary Fox of Needham; Julia Repucci of North Andover; Marcela Ribeiro of Sudbury; and Michael Don of Watertown.

The student poets featured in this year's magazine are Sean Chickosky, Franci Gassert, Michael Mortis and Arielle Shander of Acton; Pat Cooney, Molly McDowell, Amy Rivera and Ashley Val of Arlington; Elizabeth Mullane of Cambridge; Nat Bearg and Jeffrey Palma of Concord; David Gagliardi and Aaron Granik of Lexington; Ivy Smith of Medford; Eliza Leahy and Matt Schlegel of Needham; Kevin Murphy of Peabody; Libby Haberkorn and Erica Linstrom of Stow; and Marcela Ribeiro of Sudbury.

Minuteman Celebrates First Annual Science & Technology Career/College Expo

Minuteman Regional High School was very excited to extend an invitation to companies and colleges to participate in our First Annual Science & Technology Expo for students interested in

exploring technology career pathways. The Science & Technology Expo was held at Minuteman Regional High School on March 15, 2007.

This evening was designed to allow the opportunity for companies and colleges to identify as being a partner with Minuteman, showcase products, and more importantly, share how their education in one of Minuteman's technology program lead to college and then exciting and rewarding careers. Present at this Expo were prospective students and their parents, as well as, Minuteman technology faculty, current and former technology students, parents, industry partners, and representatives from colleges/universities. Minuteman was also pleased to welcome keynote speaker Dr. Cary Sneider, Vice President of the Museum of Science Boston and the Executive Director of the National Center for Technological Literacy.

The goal of the Science & Technology Expo was to provide a program that would identify viable career opportunities in technology and how career pathways that begins in one of Minuteman's eleven technology programs could continue onto a two or four-year post-graduate program and into a rewarding business, engineering, medical, science, or technical career.

School Committee Recognition

After several years of dedicated service, one member left the Regional School Committee in 2007. The entire Minuteman Regional School District thanks Linda Frizzell of Belmont for her many years of service, leadership and commitment to Minuteman Regional High School.

Minuteman Regional School Committee 2007

Charles Olmstead of Acton	Rosalie Barton-May of Lancaster
Laura Morrisette of Arlington (<i>Secretary</i>)	Marjorie Daggett of Lexington
Joseph Scali of Belmont	Kemon Taschioglou of Lincoln
Kileen Burgoyne of Bolton	Jeffrey Stulin of Needham (<i>Chair</i>)
Donna Corey of Boxborough	Alice DeLuca of Stow
Nancy Weiss of Carlisle (<i>Vice-Chair</i>)	Atty. Paul Lynch of Sudbury
John Lang of Concord	Mary Ellen Castagno of Wayland
Frank Gobbi, Jr. of Dover	David Harmon of Weston
<i>Student Representative – Molly McDowell of Arlington</i>	

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT OPERATING FUND

COMPARISON OF BUDGET TO ACTUAL FOR THE MONTH ENDED JUNE 30,2007 (UNAUDITED)

REVENUES	FY 06 ACTUAL	FY 07 BUDGET	ACTUAL/ ENCUMBERED	TRANSFER/ RECEIPTS	AVAILABLE
DISTRICT ASSESSMENTS	\$ 9,072,541	\$ 9,593,639	\$ 9,593,638	\$ -	\$ (1)
CHAPTER 70 AID	\$ 2,062,420	\$ 2,232,203	\$ 2,236,484	\$ -	\$ 4,281

CURRENT TUITION	\$ 600,000	\$ 500,000	\$ 307,018	\$ -	\$ (192,982)
TRANSPORTATION REIMB	\$ 834,795	\$ 983,837	\$ 1,069,797	\$ -	\$ 85,960
CHOICE	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER PROGRAM INCOME	\$ 289,529	\$ 93,177	\$ 195,919	\$ -	\$ 102,742
LAND SALE	\$ -	\$ -	\$ -	\$ -	\$ -
APP SUR	\$ -	\$ 145,513	\$ 145,513	\$ -	\$ -
PREV TUITION	\$ 2,839,870	\$ 2,591,129	\$ 2,591,129	\$ -	\$ -
TOTAL	\$ 15,699,155	\$ 16,139,498	\$ 16,139,498	\$ -	\$ -

EXPENSES					
BUILDING TRADES	\$ 69,619	\$ 77,861	\$ 74,588	\$ 1,145	\$ 4,418
COMMERICAL SERVICES	\$ 18,320	\$ 32,690	\$ 27,950	\$ 1,574	\$ 6,314
ELECTRONICS	\$ 21,225	\$ 23,698	\$ 19,838	\$ (557)	\$ 3,303
GRAPHICS	\$ 52,231	\$ 46,725	\$ 66,382	\$ 3,106	\$ (16,551)
HEALTH INSTRUCTION	\$ 17,892	\$ 21,800	\$ 20,470	\$ 24	\$ 1,354
METAL FABRICATION	\$ 28,126	\$ 18,685	\$ 18,459	\$ 1,840	\$ 2,066
POWER MECHANICS	\$ 11,470	\$ 17,393	\$ 14,366	\$ 2,190	\$ 5,217
TECHNOLOGY	\$ 61,240	\$ 72,474	\$ 67,006	\$ (674)	\$ 4,794
AFTER SCHOOL PROGRAM	\$ 13,105	\$ 13,600	\$ 11,674	\$ 510	\$ 2,436
REGULAR OCCUPATIONAL	\$ 3,421	\$ -	\$ -	\$ -	\$ -
SPECIAL TRADES	\$ 14,759	\$ 18,590	\$ 16,931	\$ 4,574	\$ 6,233
SAFETY	\$ 7,291	\$ 7,250	\$ 5,077	\$ 1,354	\$ 3,527
COMMUNICATIONS	\$ 30,185	\$ 37,392	\$ 34,235	\$ 13,502	\$ 16,659
HUMAN RELATIONS	\$ 15,629	\$ 19,138	\$ 15,509	\$ 4,192	\$ 7,821
MATH	\$ 34,226	\$ 35,578	\$ 20,509	\$ 3,610	\$ 18,679
SCIENCE	\$ 45,902	\$ 54,395	\$ 50,531	\$ (450)	\$ 3,414
PHYSICAL EDUCATION	\$ 3,014	\$ 5,610	\$ 2,970	\$ (34)	\$ 2,606
ATHLETICS	\$ 95,717	\$ 98,740	\$ 106,750	\$ 414	\$ (7,596)
BUSINESS INSTRUCTION	\$ -	\$ -	\$ -	\$ -	\$ -
FOREIGN LANGUAGE	\$ 14,148	\$ 16,040	\$ 12,506	\$ (2,435)	\$ 1,099
ART	\$ 1,246	\$ 6,864	\$ -	\$ -	\$ 6,864
MUSIC	\$ -	\$ -	\$ -	\$ -	\$ -
ALTERNATIVE EDUCATION	\$ -	\$ -	\$ -	\$ -	\$ -
INSTRUCT'L RESOURCES	\$ 74,551	\$ 75,730	\$ 82,648	\$ 21,589	\$ 14,671
PUPIL SUPPORT	\$ 104,544	\$ 90,410	\$ 81,839	\$ 3,779	\$ 12,350
PRINCIPAL	\$ 98,872	\$ 76,240	\$ 107,735	\$ (61)	\$ (31,556)
VOC COORDINATOR	\$ 3,242	\$ -	\$ -	\$ -	\$ -
COMPUTER SERVICES	\$ 12,760	\$ 32,300	\$ 7,916	\$ 617	\$ 25,001
DEAN'S OFFICE	\$ 6,063	\$ 10,895	\$ 7,490	\$ 859	\$ 4,264
DISTRICT PROGRAMS	\$ 248,910	\$ 228,622	\$ 260,597	\$ 4,941	\$ (27,034)
LEGAL FEES	\$ 57,195	\$ 40,183	\$ 16,892	\$ -	\$ 23,291
AUDIT FEES	\$ 58,500	\$ 56,500	\$ 60,400	\$ -	\$ (3,900)
SUPERINTENDENT	\$ 3,177	\$ 7,250	\$ 4,698	\$ (50)	\$ 2,502
PLAN/ACADEMICS	\$ 32,385	\$ 15,365	\$ 5,494	\$ -	\$ 9,871
BUSINESS OFFICE	\$ 38,653	\$ 57,713	\$ 52,756	\$ 346	\$ 5,303
RISK INSURANCE	\$ 173,286	\$ 241,995	\$ 167,768	\$ -	\$ 74,227
RETIRE/EMPLOYEE BNFT	\$ 1,773,581	\$ 2,061,522	\$ 1,980,878	\$ 31,334	\$ 111,978
TRANSPORTATION	\$ 1,185,354	\$ 1,233,855	\$ 1,180,016	\$ 110	\$ 53,949
CAFETERIA	\$ 5,288	\$ 12,550	\$ 5,126	\$ (35)	\$ 7,389
OPER & MAINTENANCE	\$ 1,013,475	\$ 963,400	\$ 1,107,114	\$ 126,299	\$ (17,415)

EQUIPMENT PURCHASES	\$ 74,995	\$ 250,000	\$ 175,759	\$ (70,604)	\$ 3,637
DEBT MANAGEMENT	\$ -	\$ -	\$ -	\$ -	\$ -
SALARIES	\$ 10,174,017	\$ 10,060,445	\$ 10,102,571	\$ 7,000	\$ (35,126)
TOTAL	\$ 15,697,614	\$ 16,139,498	\$ 15,993,448	\$ 160,009	\$ 306,059
EXCESS REV	\$ 1,541	\$ -	\$ 146,050	\$ 160,009	\$ 306,059

X. TOWN RECORDS

January 25, 2007	Theodore R. Manning was sworn in as a member of the Town Green Buildings Advisory Committee, with no term expiration date.
January 25, 2007	The Lancaster Board of Appeals met and voted to re-appoint Scott Miller as Chair, Jeanne Rich as Vice Chair, and Timothy Smith as Clerk.
February 12, 2007	Rose-Marie Bissonnette was sworn in as a member of the Commission on Disability, effective September 6, 2006 to September 6, 2009.
March 23, 2007	Bruce Warila resigned as a member of the Conservation Commission, effective immediately.
March 28, 2007	Margaret M. Hannigan was sworn in as a member of the Cultural Council, effective November 29, 2006 to November 29, 2009, for her second and final term.
April 2, 2007	Jennifer Lapen was sworn in as a member of the Memorial Day Committee, effective July 1, 2006 to June 30, 2007.
April 23, 2007	Bruce W. Warila resigned as a member of the Conservation Commission.
April 24, 2007	Carol Sonia was sworn in as a member of the Memorial Day Committee, effective July 1, 2006 to June 30, 2007.
April 25, 2007	John P. Sonia announced that he is retiring as Superintendent of Public Works, effective May 1, 2007.
April 25, 2007	The Board of Public Works promoted John A. Foster II to Superintendent of Public Works, effective May 1, 2007, when John P. Sonia retires.
April 25, 2007	The Board of Public Works promoted Larrie Knoll to Cemetery Foreman, effective May 1, 2007, when John A. Foster II takes over the position of Superintendent of Public Works.
April 25, 2007	Roger P. Hart was sworn in as a member of the Board of Assessors, effective May 10, 2007 to May 10, 2010.

April 26, 2007	Jean Syria was sworn in as a member of the Cultural Council, effective April 23, 2007 to April 23, 2010.
April 27, 2007	Karen Shaw was sworn in as a member of the Memorial Day Committee, effective July 1, 2006 to June 30, 2007.
May 1, 2007	Mary Paquette was sworn in as a member of the Memorial Day Committee, effective July 1, 2006 to June 30, 2007.
May 1, 2007	Henry A. Paszko was sworn in as a member of the Memorial Day Committee, effective July 1, 2006 to June 30, 2007.
May 1, 2007	John A. Foster, II, was sworn in as the Superintendent of the Lancaster Department of Public Works, effective May 1, 2007 to April 30, 2008.
May 2, 2007	Elizabeth W. Colley was sworn in as a member of the Historical Commission, effective July 1, 2006 to June 30, 2009.
May 7, 2007	The Board of Selectmen voted to disband Lancaster's Industrial Development Commission.
May 9, 2007	Eva Kosinski resigned as a member of the Council on Aging, effective immediately.
May 14, 2007	Lyle Pierce, of Leominster, was sworn in as Constable for the Town of Lancaster, effective June 17, 2007 to June 17, 2010.
May 14, 2007	Ann Fuller was sworn in as a member of the Memorial Day Committee, effective July 1, 2006 to June 30, 2007.
May 15, 2007	Kevin D. Lamb was sworn in as Constable for the Town of Lancaster, effective June 17, 2007 to June 17, 2010.
May 16, 2007	John P. Sonia was sworn in as a member of the Board of Public Works, effective to the 2010 Annual Town Election, May 10, 2010.
May 17, 2007	Monica CompoBasso was sworn in as a member of Nashoba Regional School District School Committee, effective to the 2010 Annual Town Election, May 10, 2010.
May 17, 2007	Jennifer B. Leone was sworn in as a member of the Board of Selectmen, effective to the 2010 Annual Town Election, May 10, 2010.

May 17, 2007	Vera B. Davis was sworn in as a member of the Board of Health, effective to the 2010 Annual Town Election, May 10, 2010.
May 18, 2007	Francis G. Sullivan, Jr., was sworn in as a member of the Planning Board, effective to the 2009 Annual Town Election, May 11, 2009.
May 21, 2007	Walter F. Sendrowski was sworn in as a member of the Finance Committee, effective to the 2010 Annual Town Election, May 10, 2010.
May 21, 2007	Janet M. Baylis was sworn in as a member of the Finance Committee, effective to the 2010 Annual Town Election, May 10, 2010.
May 21, 2007	John J. King, Jr., was sworn in as a member of the Planning Board, effective to the 2012 Annual Town Election, May 14, 2012.
May 21, 2007	The Board of Selectmen voted to reorganize, naming Christopher Williams as Chairman.
May 21, 2007	The Board of Selectmen granted a waiver under MGL 268A to John Foster so he could continue to serve as an EMT while being Superintendent of Public Works.
May 21, 2007	Frank T. MacGrory resigned as a member of the Memorial Day Committee, effective immediately.
May 28, 2007	Stanley B. Starr, Jr., was sworn in as Town Moderator, effective to the 2008 Annual Town Election, May 12, 2008.
June 5, 2007	Roberta G. Winsor was sworn in as a member of the Memorial Day Committee, effective July 1, 2006 to June 30, 2007.
June 8, 2007	Frank Streeter was sworn in as a member of the Board of Library Trustees, effective to the 2010 Annual Town Election, May 10, 2010.
June 11, 2007	Daunne M. Miller was sworn in as a member of the Lancaster Housing Authority, effective to the 2010 Annual Town Election, May 10, 2010.
June 18, 2007	Harold P. Mahon resigned as a member of the Conservation Commission.
July 9, 2007	Ara L. Tyler was sworn in as a member of the Conservation Commission, effective July 1, 2007 to June 30, 2010.

July 9, 2007	Jill Nowak was sworn in as a member of the Cultural Council, effective July 2, 2007 to July 2, 2010.
July 9, 2007	Jeanne G. Rich was sworn in as a member of the Board of Appeals, effective July 1, 2007 to June 30, 2012.
July 11, 2007	Claudia Hull was sworn in as a member of the Council on Aging, effective July 2, 2007 to June 30, 2008.
July 17, 2007	John T. Ledoux was sworn in as a member of the Conservation Commission, effective July 1, 2007 to June 30, 2010.
July 17, 2007	Joy F. Peach was sworn in as a member of the Historical Commission, effective July 1, 2007 to June 30, 2010.
July 17, 2007	Jill Nowak was sworn in as a member of the Town Green Buildings Advisory Committee, with no term limit.
July 19, 2007	Sally M. Rouleau was sworn in as a member of the Historical Commission, effective July 1, 2007 to June 30, 2010.
July 24, 2007	Maryalice Frain was sworn in as a member of the Council on Aging, effective July 1, 2007 to June 30, 2010.
July 24, 2007	William A. Kilbourn was sworn in as Fence Viewer, effective July 1, 2007 to June 30, 2008.
July 30, 2007	Mary Paquette was sworn in as a member of the Memorial Day Committee, effective July 1, 2007 to June 30, 2008.
July 30, 2007	Ann Fuller was sworn in as a member of the Memorial Day Committee, effective July 1, 2007 to June 30, 2008.
July 31, 2007	Kevin D. Lamb, Chief of Police, was sworn in as Keeper of the Lockup, effective July 1, 2007 to June 30, 2008.
July 31, 2007	Henry A. Paszko was sworn in as a member of the Memorial Day Committee, effective July 1, 2007 to June 30, 2008.
July 31, 2007	Joseph A. Quinn was sworn in as Sealer of Weights and Measures and as Measurer of Wood and Bark, effective July 1, 2007 to June 30, 2008.
August 6, 2007	Jean Lidstone was sworn in as Lancaster's Environmental Coordinator, effective July 1, 2007 to June 30, 2008.

August 6, 2007	Jean Lidstone was sworn in as an Associate Member of the Conservation Commission, effective July 1, 2007 to June 30, 2010.
August 8, 2007	Gerald Coppenrath of Clinton resigned as Alternate Veterans' Agent, effective immediately.
August 9, 2007	Rev. Dr. Paul G. Hull was sworn in as a member of the Town Green Buildings Advisory Committee, with no term limit.
August 6, 2007	The Veterans Memorial Committee, having completed their mission of erecting a memorial to the veterans of World War II, the Korean War and the Vietnam War, was dissolved by the Board of Selectmen.
August 20, 2007	Judith "Kale" Kalloch resigned as Lancaster's Conservation Agent.
August 22, 2007	Mark C. Melican was sworn in as a member of the Conservation Commission, effective August 20, 2007 to June 30, 2010.
September 11, 2007	Marilyn Chambers was sworn in as a member of the Lancaster Commission on Disability, effective September 6, 2007 to September 30, 2010.
September 13, 2007	Carol J. Sonia was sworn in as a member of the Memorial Day Committee, effective July 1, 2007 to June 30, 2008.
September 17, 2007	Lawrence T. Schultz was sworn in as a member of the Lancaster Commission on Disability, effective September 6, 2007 to September 30, 2010.
September 25, 2007	Francis G. Sullivan, Jr. was sworn in as an alternate member of the Board of Appeals, effective September 24, 2007 to June 30, 2010.
October 2, 2007	Marilyn Chambers was sworn in as a Temporary Registrar of Voters, effective October 4, 2007.
October 10, 2007	Marjorie Corbley-Whittier was sworn in as a member of the Council on Aging, effective August 20, 2007 to June 30, 2010.
October 10, 2007	Lauren E. Searcy resigned as a member of the Lancaster Cultural Council.
October 25, 2007	The Lancaster Cultural Council voted to reorganize, with Jill Nowak and Charlene Cabral serving as Co-Chairmen, Judith V. Arnold as Secretary and Stanley B. Starr Jr. as Treasurer.

November 5, 2007	Dayna E.Gant was sworn in as a regular member of the Town Forest Committee, having served previously terms as an Associate Member. The term of her new appointment is September 24, 2007 to June 30, 2009.
November 13, 2007	Janice H. Johnson was sworn in as a member of the Animal Control Commission, effective November 15, 2007 to November 15, 2010.
December 17, 2007	Margaret Hannigan resigned as a member of the Lancaster Cultural Council, effective immediately.
December 17, 2007	Jean Syria resigned as a member of the Lancaster Cultural Council, effective immediately.
December 17, 2007	At a regular meeting of the Lancaster Planning Board, the Board voted to adopt the Lancaster Master Plan, dated February 2007.
December 20, 2007	Rachel M. Vanasse was sworn in as a member of the Lancaster Cultural Council, effective December 17, 2007 to December 17, 2010.

XI. TOWN MEETINGS AND ELECTIONS

Annual Town Meeting, May 7, 2007

WARRANT FOR ANNUAL TOWN MEETING

May 7, 2007
THE COMMONWEALTH OF MASSACHUSETTS

Worcester, ss.

To any Constable of the Town of Lancaster in the County of Worcester,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Lancaster qualified to vote in the elections and Town affairs, to meet in the **Machlan Auditorium, Atlantic Union College at 338 Main Street in said Lancaster on Monday, the seventh day of May, at 7:00 o'clock in the evening**, then and there to act on the following Articles:

ARTICLE 1 Board of Selectmen

To hear the annual report of the Board of Selectmen and to act thereon.

ARTICLE 2 Board of Selectmen

To see if the Town will vote to authorize the Treasurer to enter into a Compensating Balance Agreement(s) for FY2008, pursuant to M.G.L. c.44, §53F, or act in any manner relating thereto. ***The Finance Committee recommends passage of this article***

ARTICLE 3 Board of Selectmen

To see if the Town will vote to request the Board of Assessors to commit \$15,000 from the FY2008 Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program, or act in any manner relating thereto. ***The Finance Committee recommends passage of this article***

ARTICLE 4
Board of Selectmen

To see if the Town will vote to authorize the following FY07 Revolving Funds, in accordance with G.L. c. 44, §53E½, or act in any manner relating thereto: ***The Finance Committee recommends passage of this article.***

REVOLVING FUND	AUTHORIZED TO SPEND FUND	REVENUE SOURCE	USE OF FUND	SPENDING LIMIT	DISPOSITION OF FY06 FUND BALANCE
Council on Aging	Council on Aging	Senior Newsletter Advertising	Newsletter printing/ mailing; other activities	\$ 2,000	Balance Available for Expenditure
Cross Connection Program	Board of Public Works/Water Ent.	Survey/Inspection Fees	Cross Connection Program Expenses	\$ 5,000	Balance Available for Expenditure
Disability Commission	Disability Commission	Activities and Donations	Activities and Programs for Disabled persons	\$ 2,000	Balance Available for Expenditure
Historical Commission	Historical Commission	Research fees & other charges	Research-related wages and expenses	\$ 2,000	Balance Available for Expenditure
Library Book Fines	Library Trustees	Late Book & Materials Fines	Books - Materials	\$ 6,000	Balance Available for Expenditure
Library Photocopy	Library Trustees	Patron photocopy fees	Photocopy equipment and supplies	\$ 675	Balance Available for Expenditure
Library Lost Items	Library Trustees	Lost Book/Item replacement charge	Books - Materials	\$ 500	Balance Available for Expenditure
M.A.R.T.	Council on Aging	Reimbursement - M.A.R.T/Bus fees	Wages and Expenses for Senior Van operation	\$ 45,000	Balance Available for Expenditure
Conservation Consultants	Conservation Commission	Fees from Applicants	Conservation Consulting services	\$ 20,000	Balance Available for Expenditure
Planning Board	Planning Board	Fees	Planning-related Expenses	\$ 50,000	Balance Available for Expenditure
Community Development Legal Ads	Community Development	Reimbursement for advertising	Legal Ad publications	\$ 2,500	Balance Available for Expenditure
Publications Reprinting	Town Clerk	Publications Fees	Publications reprinting expenses	\$ 2,500	Balance Available for Expenditure
Recycling	Recycling Committee	Donations - Fees - Sale of products	Operating Expenses	\$ 15,000	Balance Available for Expenditure
Recreation Committee	Selectmen	fees	Recreation programs	\$ 25,000	Balance Available for Expenditure

ARTICLE 5
Board of Selectmen

To see if the Town will vote to amend the ***Personnel Compensation Wage and Salary Schedule*** by increasing all amounts by 2% effective July 1, 2007 (*detail below*), or act in any manner relating thereto. ***The Finance Committee recommends passage of this article.***

FY 2008 Proposed Wage Scale

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
1 hourly	8.76	9.13	9.52	9.91	10.32	10.76	11.20
annual	18,294.64	19,061.35	19,870.66	20,701.27	21,553.17	22,468.97	23,384.76
2 hourly	10.20	10.62	11.07	11.55	12.02	12.52	13.04
annual	21,297.60	22,170.80	23,107.90	24,108.88	25,088.57	26,132.16	27,218.33
3 hourly	11.19	11.66	12.14	12.65	13.19	13.74	14.31
annual	23,363.47	24,343.16	25,344.14	26,409.02	27,537.80	28,687.87	29,880.53
4 hourly	12.11	12.62	13.15	13.71	14.28	14.88	15.49
annual	25,280.25	26,345.13	27,452.61	28,623.97	29,816.64	31,073.20	32,351.05
5 hourly	13.01	13.54	14.11	14.71	15.32	15.96	16.62
annual	27,154.44	28,261.92	29,454.58	30,711.14	31,989.00	33,330.74	34,693.79
6 hourly	13.44	14.01	14.60	15.22	15.84	16.50	17.19
annual	28,070.24	29,262.90	30,476.87	31,776.02	33,075.17	34,459.52	35,886.46
7 hourly	14.54	15.14	15.78	16.43	17.12	17.83	18.56
annual	30,349.08	31,605.64	32,947.39	34,310.43	35,737.37	37,228.20	38,761.63
8 hourly	15.15	15.79	16.44	17.13	17.85	18.59	19.36
annual	31,626.94	32,968.68	34,331.73	35,758.67	37,270.80	38,825.52	40,422.84
9 hourly	15.82	16.48	17.17	17.90	18.65	19.40	20.22
annual	33,032.58	34,416.92	35,843.86	37,377.29	38,932.01	40,508.04	42,211.84
10 hourly	17.27	17.99	18.75	19.54	20.37	21.23	22.10
annual	36,056.84	37,568.97	39,144.99	40,806.20	42,531.31	44,320.31	46,151.90
11 hourly	19.64	20.45	21.31	22.20	23.11	24.09	25.09
annual	40,997.88	42,701.69	44,490.69	46,343.58	48,260.36	50,304.93	52,392.10
12 hourly	20.11	20.95	21.84	22.75	23.69	24.67	25.72
annual	41,998.87	43,745.27	45,598.16	47,493.65	49,474.32	51,518.89	53,712.55
13 hourly	21.97	22.89	23.85	24.85	25.89	26.98	28.10
annual	45,875.03	47,791.81	49,793.79	51,880.95	54,053.31	56,332.15	58,674.89
14 hourly	24.56	25.60	26.66	27.77	28.93	30.15	31.41
annual	51,284.62	53,456.98	55,671.93	57,993.36	60,399.99	62,955.71	65,575.31
15 hourly	25.90	26.99	28.11	29.29	30.51	31.79	33.12
annual	54,074.61	56,353.45	58,696.19	61,166.71	63,701.12	66,384.62	69,153.31
16 hourly	26.93	28.05	29.23	30.45	31.73	33.05	34.43
annual	56,225.66	58,568.40	61,038.92	63,573.34	66,256.83	69,004.22	71,879.40

ARTICLE 6
Board of Selectmen

To see if the Town will vote to accept any public funds for repairs to roadways, culverts, bridges, water systems and tree planting, and snow removal, and to authorize the Collector-Treasurer to take from available funds or to borrow in anticipation of authorized reimbursements, or act in any manner relating thereto. ***The Finance Committee recommends passage of this article.***

ARTICLE 7
Board of Selectmen

To see if the Town will vote to transfer from available funds or authorize the Treasurer-Collector to borrow in anticipation of reimbursements, a sum of \$236,063 for authorized road improvements and other projects provided for under Chapter 90 Local Transportation Aid. The Board of Public Works is authorized to expend funds authorized by this article subject to pre-approval of a Capital Expenditure Plan by the Board of Selectmen and Finance Committee, or act in any manner relating thereto. ***The Finance Committee recommends passage of this article.***

ARTICLE 8
Board of Selectmen

To see if the Town will approve the following Capital Improvement Program for Fiscal Year 2008 and the ensuing two fiscal years as set forth below, or act in any manner relating thereto. ***The Finance Committee recommends passage of this article.***

Town of Lancaster
3 Year Capital Plan - Procurement Schedule

Department	Item	FY08	FY09	FY10
Police	Police Cruiser 4X4	32,414	34,035	35,736
	Police Station Carpet/Paint Radar Trailer	9,500	25,000	
Fire	SCBA Life Safety Upgrades	15,000		
	Utility Pickup		35,000	
	Hovercraft		34,000	
	Replace Ladder Truck			400,000
	South Station Structural Repairs	70,000		
	Replace 1971 Tanker		325,000	
Ambulance	Ambulance	127,000		
School	MR and LB – Kitchen Replacement Project	15,000	15,000	15,000
	MR and LB – Security Systems	26,000		
	MR Addition Design Services	20,000	250,000	

Highway	Re-roof Cemetery Garage & Storage Bldgs	30,000	40,000	150,000
	40,000GVW truck/snowplow/sander	25,000		
	Water Meter Replacements	145,000		
	New Water Source			
	2.5 Yd Diesel Wheel Loader w/attachments		200,000	
	DPW Office Building Expansion			
	New 54" 20HP commercial mower with accessories	11,300		
	4 x 4 Tractor Loader Backhoe – Water Division		80,000	
Town Buildings	Veterans War Memorial	15,000	15,000	15,000
	Town Green Buildings Re-Hab	178,500		
	Sewer Connection-Town Buildings	30,000		
Computer Tech	Computer purchases/replacements	5,500	11,025	11,576
Annual Total		755,214	1,064,060	627,312

ARTICLE 9
Board of Selectmen

To see if the Town will appropriate the following sums of money, to be expended by the respective Departments or Officers indicated, for the capital projects and purchases itemized and described; such amounts to be provided by transfer from available funds, or act in any manner relating thereto. ***The Finance Committee recommends passage of this article.***

a. Police 4x4 Vehicle Replacement

Amount: \$32,414

Funds to be expended by: Police Department

Purpose: To purchase a new marked police 4x4 cruiser as a replacement for a 2003 model. The 2003 model will then be transferred to the Town Hall for use by Inspectional Services, Board of Assessors and/or Public Buildings Department.

Funding Source: Raise and Appropriate

b. Police Radar Trailer

Amount: \$9,500

Funds to be expended by: Police Department

Purpose: To purchase a new radar trailer.

Funding Source: Raise and Appropriate

c.	Fire SCBA Life Safety Upgrades	
Amount:	\$15,000	
Funds to be expended by:	Fire Department	
Purpose:	To upgrade existing SCBA Life Packs to today's standard. 50% of air packs completed, this will complete upgrades.	
Funding Source:	Raise and Appropriate	
d.	South Station Structural Repairs	
Amount:	\$70,000	
Funds to be expended by:	Fire Department	
Purpose:	Structural repairs to stabilize South Station, grant has been applied for through Historic Comm.	
Funding Source:	Raise and Appropriate	
e.	Ambulance	
Amount:	\$127,000	
Funds to be expended by:	Ambulance Department	
Purpose:	Purchase Ambulance.	
Funding Source:	Raise and Appropriate	
f.	Luther Burbank/Mary Rowlandson Kitchen Replacement	
Amount:	\$15,000	
Funds to be expended by:	School Committee	
Purpose:	To implement the second year of the five year replacement plan for the Luther Burbank/Mary Rowlandson School Buildings	
Funding Source:	Raise and Appropriate	
g.	Luther Burbank/Mary Rowlandson Security Systems	
Amount:	\$26,000	
Funds to be expended by:	School Committee	
Purpose:	Installation of CCTV and access control Security System	
Funding Source:	Raise and Appropriate	
h.	Mary Rowlandson Space Needs Study for New Addition	
Amount:	\$20,000	
Funds to be expended by:	School Committee	
Purpose:	Enrollment in Mary Rowlandson is consistently growing each year. It is expected that enrollment will drive an addition in the next five years.	
Funding Source:	Raise and Appropriate	
i.	Re-roof Cemetery & Storage Buildings	
Amount:	\$30,000	
Funds to be expended by:	DPW – Cemetery Division	
Purpose:	To re-roof cemetery and storage buildings.	
Funding Source:	Raise and Appropriate	

j.	Water Meter Replacements	
Amount:	\$25,000	
Funds to be expended by:	DPW – Water Division	
Purpose:	To purchase and install new water meters as replacements for old meters.	
Funding Source:	Water Reserve Fund	
k.	New Water Source	
Amount:	\$145,000	
Funds to be expended by:	DPW – Highway Division	
Purpose:	Conduct pump test for new water source and prepare documentation to Ma DEP.	
Funding Source:	Water Reserve Fund	
l.	DPW Cemetery Lawnmower	
Amount:	\$11,300	
Funds to be expended by:	DPW	
Purpose:	New 54" 20HP commercial mower with accessories.	
Funding Source:	Raise and Appropriate	
m.	Town Sewer Connections	
Amount:	\$30,000	
Funds to be expended by:	Board of Selectmen	
Purpose:	Connect Town Hall, Library, and 2 Schools to sewer system.	
Funding Source:	Raise and Appropriate	
n.	Veterans Memorial Committee	
Amount:	\$15,000	
Funds to be expended by:	Board of Selectmen	
Purpose:	Repair, construction and Maintenance of Memorials	
Funding Source:	Raise and Appropriate	
o.	TGBAC	
Amount:	\$178,500	
Funds to be expended by:	Board of Selectmen	
Purpose:	Repair, refurbish Prescott & Tercentenary Buildings	
Funding Source:	Raise and Appropriate	
p.	Computer Replacements	
Amount:	\$5,500	
Funds to be expended by:	Chief Procurement Officer	
Purpose:	To purchase replacement computer systems with printers for various town departments	
Funding Source:	Raise and Appropriate	

ARTICLE 10

Water Enterprise Fund

To see if the Town will vote to appropriate \$530,302 from the Water Enterprise Fund, and to transfer \$200,000 from the Water Reserve Account to finance the operation of the Water Department for the fiscal year beginning July 1, 2007 (*detail below*), or act in any manner relating thereto. ***The Finance Committee will make a recommendation from the floor.***

I. Water Enterprise Revenues	
User Charges	507,302
Connection Fees	6,000
Water Enterprise Available Funds	200,000
Investment Income	17,000
Total Revenues	730,302
II. Costs Appropriated in the Enterprise Fund	
Salaries and Wages	198,172
Expenses	201,250
Capital Outlay – Equipment	0
Capital Outlay – Improvements	0
Reserve Fund	
Debt Principal and Interest	225,000
Cross Connection	6,000
Budgeted Surplus	
Indirect Costs	24,331
Benefits	53,363
Pension Costs	22,186
Total Indirect Costs	99,880
Total Costs Appropriated in E. F.	730,302

ARTICLE 11

Board of Selectmen

To see if the Town will vote to raise and appropriate \$15,615,535 to defray the expenses of the Town for the Fiscal Year beginning July 1, 2007, or act in any manner relating thereto. ***Finance Committee recommends passage of this article***

Budget Attachment is at the end of the Warrant

ARTICLE 12

Board of Selectmen

To see if the Town will vote to accept a donation of a parcel of land as shown on Map 10 Parcel 71 on the Lancaster Assessor's Map, in lieu of taxes; or act in a manner relating thereto

ARTICLE 13
Board of Selectmen

To see if the Town will vote to become a member in the Central Massachusetts Mosquito Control Project for a term no less than three years, pursuant to Massachusetts General Laws Chapter 252, Section 5A and other applicable sections of said law, service to begin July 1, 2007; or take any action relative thereto

ARTICLE 14
Board of Selectmen

To see if the Town will vote, in accordance with the provisions of Massachusetts General Law Chapter 41 Section 110A, to authorize all public offices in the Town to remain closed for all Saturdays and to treat Saturdays as a legal holiday for the purposes of calculating the time frame for filing of matters in the Town, or act in a manner relating thereto

ARTICLE 15
Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation authorizing the creation of a special endowment fund to provide revenues to offset the cost of municipal operations, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court which are within the scope of the general public objectives of the petition or act in a manner relating thereto

ARTICLE 16
Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen in enter into a Preservation Restriction Agreement with the Commonwealth of Massachusetts regarding the preservation of the South Station Engine House, as on file in the office of the Town Clerk, and to file and record said Preservation Restriction Agreement at the Worcester Registry of Deeds, or act in a manner relating thereto

ARTICLE 17
Board of Selectmen

To see if the Town will vote, in accordance with the provisions of Massachusetts General Laws Chapter. 40, section 59, to approve (a) a Tax Increment Financing (TIF) Agreement between J.C. Madigan, Inc. and the Town of Lancaster on file in the offices of the Board of Selectmen and Town Clerk and (b) authorize the Board of Selectmen to execute the TIF agreement , and any documents relating thereto, and to take such other actions as necessary or appropriate to implement those documents; and take any other actions relating thereto

ARTICLE 18
Registered Citizens Petition

Request the voters of the Town of Lancaster to authorize the Board of Selectmen to have the traffic lines (ie yellow center lines and two fog lines) painted on various streets and roads within the Town of Lancaster. Double yellow lines on route numbered roads, plus fog lines. Single yellow lines where needed, and fog lines. The voters also request \$45,000.00 to be expended so the lines can be painted two (2) times a year, spring and fall until build-up is great enough so that once a year is sufficient for the lines to be seen year round.

(This articles appears as printed as a result of a Registered Voters Petition)

ARTICLE 19
Registered Citizens Petition

Request 1: The following residents of Settlers Path, Squire Shaler Lane, Maynard St., Farnsworth Way and Garrison Grove (also known as Partridge Hollow Development) in Lancaster request that the Town of Lancaster direct the power company, National Grid, to resume illuminating the seven (7) street lights in the neighborhood.

Rational: Having working streetlights is essential for the safety and security of the residents of the neighborhood, which is inhabited by many families with small children. There are over 50 children in the neighborhood. These street lights – six on Settlers Path and one on Squire Shaler Lane – were installed by the developers and had been coming on at night till 2002. Upon inquiry, it was discovered that the lights were turned off when the Town of Lancaster took over the streets as public ways. About a year ago residents were told by the Town Administrator that the Town had decided not to pay for street lights in neighborhoods. Subsequently, the residents, led by Dr. Mel Govindan and Mrs. Melanie Spallone, approached the power company to see if there is a way for the lights to be re-illuminated and the residents could be billed. After many conversations between these residents and Mr. Bill Mathews of National Grid, and between Attorney James Burgoyne (Trustee of now defunct Partridge Hollow Trust and Mr. Mathews, it has become clear that National Grid’s policies do not allow individuals or neighborhoods to be billed for street lights of this kind. According to them, the only way the lights could be re-illuminated is for the Town of Lancaster to pay the monthly bill **of approximately \$117. The 50 houses in the neighborhood generate an estimated tax revenue of one-third million dollars a year to the Town (based on information provided by the Assessor’s Office) and these citizens deserve a meager sum, 0.4%, from this spent on lighting to make the streets safer.**

Request 2: We further request that the Town of Lancaster direct the National Grid Co. to install two more lights – one each at the end of the two cul-de-sacs on Garrison Grove and Farnsworth Way.

Rational: These were originally scheduled to have been installed by the developers as part of the neighborhood and were part of the sketch drawings submitted to the Town when the neighborhood was approved. The fact that these were not completed is an oversight on the part of the Town or National Grid (formerly Mass Electric). These two lights are necessary to make the cul-de-sacs safer for children and residents to use during dawn, dusk and evening hours.

Thank You.

(This articles appears as printed as a result of a Registered Voters Petition)

And you are directed to serve this Warrant by posting up attested copies thereof at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House and the Town Hall, in said Town fourteen days at least before the time for holding said meeting. Hereof fail not and make due return of the Warrant with your doings thereon to the Town Clerk at the time and place of meeting aforesaid.

SELECTMEN OF LANCASTER

David M. Dunn, *Chairman*

Shawn Winsor, *Clerk*

Chris Williams, *Member*

Date of Execution

CONSTABLE'S CERTIFICATION

I hereby certify under the pains and penalties of perjury that I posted an attested copy of this Warrant at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Town Hall on the date attested. I further certify that this Warrant was posted in accordance with the By-laws of the Town of Lancaster and the provisions of M.G.L. c.39, §10.

Attest: _____
Constable

Date: _____

**The full text of the Warrant is available in the Town Hall and Thayer Memorial Library.
The Warrant will also be available at Town Meeting.**

**ANNUAL TOWN MEETING
LANCASTER MASSACHUSETTS
MAY 7, 2007**

Abbreviated Notes

The Annual Town Meeting was called to order at 7:04 p.m. by Moderator Eugene Christoph. A total of 131 registered voters and nine non-voting guests were signed in by Registrars Cecilia Thurlow, Anna DiPietro and John Ranieri. Moderator Christoph assigned George Robinson and Frank Sullivan, Jr. from among the meeting participants to serve as counters during the meeting. Moderator Christoph lead in reciting the Pledge of Allegiance, and then asked for a moment of silence in honor of Herman N. Amelotte and Arthur M. Mudgett, two Lancaster residents who had passed away during the previous year. Mr. Amelotte had served on the Board of Selectmen, the Finance Committee, the Nashoba Regional School District School Committee, the Board of Assessors and other boards and committees over the years. Mr. Mudgett was a member of the Board of Public Works and served on the Fire Department and several other boards and committees.

Article 1 – Upon a motion by Board of Selectmen Chair David Dunn and a second by BOS member Shawn Winsor, the reading of the Annual Report was waived.

Article 2 – Upon a motion by Shawn Winsor and a second by BOS member Chris Williams, the Town voted to authorize the Treasurer to enter into a Compensating Balance Agreement(s) for FY2008, pursuant to M.G.L. c.44, §53F.

Article 3 – Upon a motion by Chris Williams and a second by Shawn Winsor, the Town voted unanimously to request the Board of Assessors to commit \$15,000 from the FY2008 Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program.

Article 4 –Dave Dunn moved to amend Article 4 to read FY08 (instead of FY07) revolving funds. The amendment carried, and the Town voted unanimously to authorize the FY08 Revolving Funds as set forth in the Warrant, in accordance with G.L. c. 44, §53E½

Article 5 – Upon a motion by Shawn Winsor and a second by Dave Dunn, the Town voted unanimously to amend the *Personnel Compensation Wage and Salary Schedule* by increasing all amounts by 2% effective July 1, 2007 in accordance with the schedule as set forth in the warrant.

Article 6 – Upon a motion by Chris Williams and a second by Shawn Winsor, the Town voted unanimously to accept any public funds for repairs to roadways, culverts, bridges, water systems and tree planting, and snow removal, and to authorize the Collector-Treasurer to take from available funds and to borrow in anticipation of authorized reimbursements.

Article 7 – Upon a motion by Dave Dunn and a second by Shawn Winsor, the Town voted unanimously to take from available funds and authorize the Treasurer-Collector to borrow in anticipation of reimbursements, the sum of \$236,063 for authorized road improvements and other projects provided for under Chapter 90 Local Transportation Aid.

Article 8 – Shawn Winsor moved to amend Article 8, section a. to read “Police Vehicle Replacement” and section i. to read “DPW Building Maintenance.” The amendment carried and the Town voted unanimously to approve the Capital Improvement Program for Fiscal Year 2008 and the ensuing two fiscal years as set forth in the warrant and amended at the meeting.

Article 9 – Chris Williams moved to amend Article 9, section a. to read “Police Vehicle Replacement” and section i. to read “DPW Building Maintenance.” The amendment carried and the Town voted to raise and appropriate \$585,214 and expend \$170,000 from the Water Capital Account to fund the Fiscal Year 2008 Capital Plan as amended.

Article 10 – Upon a motion by Dave Dunn and a second by Shawn Winsor, the Town voted unanimously to appropriate \$530,302 from the Water Enterprise Fund and transfer \$200,000 from the Water Reserve Account to finance the operation of the Water Department for the fiscal year beginning July 1, 2007, in accordance with the line item detail as set forth in the warrant.

Article 11 – Marietta Poras moved to amend Article 11 by omitting line item 109 (Board of Health, Nashoba Nursing Service) and reducing item 108 (Board of Health – Nashoba Health District) by \$10,000, reducing the total town budget by \$17,540. After much discussion about the pros and cons of the Town’s membership in the Nashoba Associated Boards of Health, the amendment was defeated. Upon a motion by Shawn Winsor and a second by Chris Williams, the Town then voted to raise and appropriate \$15,615,535 to defray the expenses of the Town for the Fiscal Year beginning July 1, 2007.

Article 12 – Upon a motion by Chris Williams and a second by Shawn Winsor, the Town voted to accept the donation of the parcel of land as shown on Map 10 Parcel 71 in lieu of taxes. This property is an unbuildable 1/8 acre lot near Spec Pond.

Article 13 – Upon a motion by Dave Dunn and a second by Chris Williams and after much discussion, the Town voted to become a member of the Central Massachusetts Mosquito Control Project for a term of no less than three years. Funding for this program will have to be approved at the fall Special Town Meeting; the estimated cost is \$52,000 per year.

Article 14 – Upon a motion by Shawn Winsor and a second by Chris Williams, the Town voted in accordance with the provisions of Massachusetts General Law Chapter 41 Section 110A, to authorize all public offices in the Town to remain closed for all Saturdays and to treat Saturdays as a legal holiday for the purposes of calculating the time frame for filing of matters in the Town.

Article 15 – Upon a motion by Chris Williams and a second by Dave Dunn, the Town voted to petition the General Court for special legislation authorizing a special endowment fund to provide revenues to offset the cost of municipal operations.

Article 16 – Upon a motion by Dave Dunn and a second by Shawn Winsor, the Town voted unanimously to authorize the Board of Selectmen to enter into a Preservation Restriction Agreement with the Commonwealth of Massachusetts for the South Station Engine House, and to file and record said Preservation Restriction Agreement at the Worcester Registry of Deeds.

Article 17 – Upon a motion by Shawn Winsor and a second by Dave Dunn, the Town voted to approve under Massachusetts General Laws Chapter. 40, section 59 the Tax Increment Financing (TIF) Agreement between J.C. Madigan, Inc. and the Town of Lancaster, and to authorize the Board of Selectmen to execute the agreement.

Article 18 – Raymond Johnson read a citizens' petition asking voters to authorize the Board of Selectmen to have traffic lines (yellow center lines and side fog lines) painted on various streets and roads within the Town of Lancaster. After much discussion the article was defeated by a vote of 36 yeas, 54 nays.

Article 19 – Reading a citizens' petition, George Thorogood of Settler's Path moved that the Town pay for the existing street lights at Partridge Hollow Development and that the Town direct National Grid to install two additional lights. After much discussion, the article was amended to ask the Town to enter into an agreement with the Partridge Hollow Development Association whereby the Town pays for the lights and the Association reimburses the Town the full amount. The amendment carried, and the Town voted in favor of the amended article.

At the conclusion of the meeting, outgoing Board of Selectmen Chairman David Dunn thanked the residents for their support during his three years on the Board. He also thanked former Select Board members Joanne Foster and Alexandra Turner and current members Shawn Winsor and Chris Williams for their help and support. Mr. Dunn got a standing ovation from the meeting participants.

Moderator Christoph also announced that he is not seeking reelection. He reminded the audience that open town meeting is democracy in action and urged them to continue to participate in their local town government.

There being no further business, Moderator Christoph adjourned the Annual Town Meeting at 9:15 p.m.

Warrant for Annual Town Election
May 14, 2007
The Commonwealth of Massachusetts

Worcester, ss.

To any Constable of the Town of Lancaster in the County of Worcester,

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Lancaster qualified to vote in the elections and Town affairs, to elect by ballot, on Monday, the fourteenth day of May, 2007, at the Town Hall in said Lancaster, the following Town Officers:

Moderator	One for one year
Selectman	One for three years
Board of Public Works	One for three years
Board of Health	One for three years
Board of Health	One for one year
Library Trustees	Two for three years
Planning Board	One for five years
Planning Board.....	One for two years
Finance Committee	Two for three years
Nashoba Regional District School Committee	One for three years
Housing Authority	One for five years

The polls will open at 7:00 A.M. and will remain open until 8:00 P.M.

And you are directed to serve this Warrant by posting up attested copies thereof at the South Lancaster Post Office, the Center Post Office, the Town Hall, and the Fifth Meeting House, in said Town, seven days at least before the time of holding said Town Election. Hereof fail not and make due return of the Warrant with your doings thereon to the Town Clerk at the time and place of elections aforesaid.

Selectmen of Lancaster

David M. Dunn, Chairman

Shawn S. Winsor, Clerk

Christopher J. Williams, Member

CONSTABLE'S CERTIFICATION

I hereby certify under the pains and penalties of perjury that I posted an attested copy of this Warrant at the South Lancaster Post Office, the Center Post Office, the Town Hall, and the Fifth Meeting House on the date attested. I further certify that this Warrant was posted in accordance with the By-laws of the Town of Lancaster and the provisions of M.G.L. c.39, §10.

Attest: _____
Constable

Date _____

ANNUAL TOWN ELECTION
May 14, 2007
Results

MODERATOR	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
DAVID I. SPANAGEL	127	109	236
STANLEY B. STARR, JR.	155	252	407
Write-In -- All Others	1	3	4
Blanks	34	24	58
TOTAL	317	388	705

SELECTMAN	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
JENNIFER B. LEONE	190	203	393
THEODORE R. MANNING	112	162	274
Write-In -- All Others	3	9	12
Blanks	12	14	26
TOTAL	317	388	705

DEPT. OF PUBLIC WORKS	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
JOHN P. SONIA	143	209	352
ROBERT B. LEACH	132	143	275
Write-In -- All Others	0	1	1
Blanks	42	35	77
TOTAL	317	388	705

BOARD OF HEALTH -- 1-YR	Pct 1 - Total	Pct 2 - Total	TOTAL
STEPHEN PIAZZA	185	264	449
Write-In -- VERA B. DAVIS	34	34	68
Write-In -- All Others	12	3	15
Blanks	86	87	173
TOTAL	317	388	705

BOARD OF HEALTH -- 3-YR	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
Write-In -- VERA B. DAVIS	156	193	349
Write-In -- All Others	0	7	7
Blanks	161	188	349
TOTAL	317	388	705

LIBRARY TRUSTEE -- VOTE FOR TWO	Pct 1 - Total	Pct 2 - Total	TOTAL
FRANK S. STREETER	208	276	484
MICHAEL J. LUKASZEVICZ	197	255	452
Write-In -- All Others	0	1	1
Blanks	229	244	473
TOTAL	634	776	1,410

PLANNING BOARD -- 2-YR	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
ROBERT O. BARTHOLOMEW	69	95	164
FRANCIS G. SULLIVAN, JR.	175	231	406
Write-In -- All Others	2	4	6
Blanks	71	58	129
TOTAL	317	388	705

PLANNING BOARD -- 5-YR	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
NORMAN C. KENNEDY	123	178	301
JOHN J. KING, JR.	156	174	330
Write-In -- All Others	2	1	3
Blanks	36	35	71
TOTAL	317	388	705

FINANCE COMMITTEE -- VOTE FOR TWO	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
JANET M. BAYLIS	224	302	526
MARIETTA PORAS	98	95	193
Write-In -- WALTER F. SENDROWSKI	108	155	263
Write-In -- All Others	5	4	9
Blanks	199	220	419
TOTAL	634	776	1,410

NRSD COMMITTEE	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
MONICA CAMPOBASSO	220	309	529
Write-In -- All Others	0	2	2
Blanks	97	77	174
TOTAL	317	388	705

HOUSING AUTHORITY	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
DAUNNE M. MILLER	213	297	510
Write-In -- All Others	1	2	3
Blanks	103	89	192
TOTAL	317	388	705

**WARRANT FOR
SPECIAL TOWN MEETING
OCTOBER 15, 2007
THE COMMONWEALTH OF MASSACHUSETTS**

Worcester, ss.

To any Constable of the Town of Lancaster in the County of Worcester,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Lancaster qualified to vote in the elections and Town affairs, to meet in the **Machlan Auditorium, Atlantic Union College at 338 Main Street in said Lancaster on Monday, the fifteenth day of October, at 7:00 o'clock in the evening**, then and there to act on the following Articles:

**ARTICLE 1
Board of Selectmen**

To see if the Town will vote to amend the FY 2006 Capital Plan as authorized by vote under Article 8 of the May 2, 2005 Annual Town Meeting by deleting item (i) contained in said article and inserting in place thereof the following:

(i)	Town Green Building Design and Maintenance
Amount:	\$25,000
Funds to be expended by:	Board of Selectmen
Purpose:	design and maintenance of buildings on Town Green
Funding Source:	Raise and Appropriate

**ARTICLE 2
Historic District Study Committee**

To see if the Town will vote to establish a Local Historic District and adopt according to Massachusetts General Law Chapter 40C the proposed Historic District Bylaw as set forth in the final report of the Historic District Study Committee of the Town of Lancaster, as available in the office of the Town Clerk, or act in any manner relating thereto.

**ARTICLE 3
Conservation Commission**

To see if the Town will vote to amend the Town's General Bylaws by adopting a Wetland Protection Bylaw as follows:

Wetlands Protection Bylaw- Lancaster, Massachusetts

1. Purpose

The purpose of this Bylaw is to protect the wetlands, wildlife, water resources, flood prone areas, and adjoining upland areas in the Town of Lancaster by controlling activities deemed by the Conservation Commission likely to have a significant or cumulative effect on resource area values, including but not limited to the following:

- Public or private water supply;
- Groundwater supply;
- Flood control;
- Erosion and sedimentation control;

- Storm damage prevention;
- Water quality;
- Prevention and control of pollution;
- Fisheries;
- Forests;
- Wildlife habitat;
- Rare or threatened species habitat, whether plant or animal (according to the Natural Heritage and Endangered Species Program);
- Vernal pools;
- Agriculture;
- Aquaculture; and
- Recreational values.

This Bylaw is intended to utilize the Home Rule authority of this municipality so as to protect the resource areas under the Wetlands Protection Act (M.G.L. c. 131, §40; the “Act”) to a greater degree, to protect additional resource areas beyond the Act recognized by the Town as significant, to protect all resource areas for their additional values beyond those recognized in the Act, and to impose in local regulations and permits additional standards and procedures stricter than those of the Act and Regulations there under (310 CMR 10.00), subject, however, to the rights and benefits accorded to agricultural uses and structures of all kinds under the laws of the Commonwealth and other relevant bylaws of the Town of Lancaster.

2. ***Jurisdiction***

Except as permitted by the Conservation Commission, no person shall commence to remove, fill, dredge, build upon, degrade, discharge into, or otherwise alter the following resource areas:

- Any wetlands;
- Marshes;
- Wet meadows;
- Bogs;
- Swamps;
- Vernal pools;
- Springs;
- Banks;
- Reservoirs;
- Lakes;
- Ponds of any size;
- Lands under water bodies;
- Lands adjoining these resources out to a distance of 100 feet, known as the buffer zone;
- Rivers;
- Streams, brooks and creeks, whether perennial or intermittent;
- Lands adjoining these resource areas out to a distance of 200 feet, known as the riverfront area;
- Lands subject to flooding or inundation by groundwater or surface water;
- Flood plain overlay district; and
- 25-foot no-build or no-alteration zone.

The jurisdiction of this Bylaw shall not extend to uses and structures of agriculture that enjoy the rights and privileges of laws and regulations of the Commonwealth governing agriculture, including work performed for normal maintenance or improvement of land in agricultural or aquacultural uses as defined by the Wetlands Protection Act Regulations found at 310 CMR 10.04.

3. ***Definitions***

The following definitions shall apply in the interpretation and implementation of this Bylaw:

- A. The term, ***agriculture***, shall refer to the definition as provided by M.G.L. c. 128, §1A.
- B. The term, ***alter***, shall include, without limitation, the following activities when undertaken to, upon, within or affecting resource areas protected by this Bylaw:
 - Removal, excavation or dredging of soil, sand, gravel, or aggregate materials of any kind;
 - Changing of preexisting drainage characteristics, flushing characteristics, salinity distribution, sedimentation patterns, flow patterns or flood retention characteristics;
 - Drainage or other disturbance of water level or water table;
 - Dumping, discharging or filling with any material which may degrade water quality;
 - Placing of fill, or removal of material, which would alter elevation;
 - Driving of piles and erection, expansion or repair of buildings or structures of any kind;
 - Placing of obstructions or objects in water;
 - Destruction of plant life, including cutting or trimming of trees and shrubs;
 - Changing temperature, biochemical oxygen demand or other physical, biological, or chemical characteristics of any waters;
 - Any activities, changes or work which may cause or tend to contribute to pollution of any body of water or groundwater;
 - Incremental activities which have, or may have, a cumulative adverse impact on the resource areas protected by this Bylaw.

- C. The term, **bank**, shall include the land area which normally abuts and confines a water body; the lower boundary being the mean annual low-flow level, and the upper boundary being the first observable break in the slope or the mean annual flood level, whichever is higher.
- D. The term, **buffer zone**, shall include a 25-foot no-build or no-alteration area surrounding any type of wetland or vernal pool. It shall also include all lands within 100 feet of a wetland or flood plain resource area, and within 200 feet of a riverfront area, whether perennial or intermittent.
- E. The term, **intermittent stream**, shall include a body of water, including brooks and creeks, which moves in a definite channel due to a hydraulic gradient, and which flows within, into or out of areas subject to protection under the Wetlands Protection Act. An intermittent stream, or ephemeral stream, does not flow year round. It may flow in all seasons except during the driest summer months, or only after precipitation, or when groundwater levels or water from snowmelt are high. An ephemeral stream may have a fish population.
- F. The term, **perennial stream**, shall include a body of water, including brooks and creeks, which moves in a definite channel due to a hydraulic gradient, and which flows within, into or out of areas subject to protection under the Wetlands Protection Act. A perennial stream flows all year, except during periods of drought, or unless it is subject to withdrawals or controlled by dams or other restricting structures.
- G. The term, **person**, shall include any individual, group of individuals, association, partnership, corporation, company, business organization, trust, estate, the Commonwealth or political subdivision thereof to the extent subject to town bylaws, administrative agency, public or quasi-public corporation or body, this municipality, and any other legal entity, its legal representatives, agents, or assigns.
- H. The term, **pond**, shall follow the definition of 310 CMR 10.04 except that the size threshold of 5,000 square feet shall apply.
- I. The term, **rare species**, shall include, without limitation, all vertebrate and invertebrate animals and all plant species listed as endangered, threatened, or of special concern by the Massachusetts Division of Fisheries and Wildlife and the National Heritage Endangered Species Program (NHESP), regardless whether the site in which they occur has been previously identified by the Division or Program.
- J. The term, **vernal pool**, shall include, in addition to scientific definitions found in the regulations under the Wetlands Protection Act, any confined basin or depression not occurring in existing lawns, gardens, landscaped areas or driveways which, at least in most years, holds water for a minimum of two (2) continuous months during the spring and/or summer, contains at least 200 cubic feet of water at some time during most years, is free of adult predatory fish populations, and provides essential breeding and rearing habitat functions for amphibian, reptile or other vernal pool community species, regardless of whether the site has been certified by the Massachusetts Division of Fisheries and Wildlife. The boundary of the resource area for vernal pools shall be 100 feet outward from the mean annual high-water line defining the depression, but shall not include existing lawns, gardens, landscaped or developed areas.

4. **Presumptions**

Buffer zones are presumed significant to the protection of wetland resources and interests because activities undertaken in close proximity to resource areas have a high likelihood of adverse impact upon the wetland or other resources, either immediately, as a consequence of construction, or over time, as a consequence of daily operations or maintenance of such activities. Such adverse impacts from construction and use include, without limitation, erosion, siltation, loss of groundwater recharge, degradation of water quality and loss of wildlife habitat.

Vernal pools are presumed to provide essential breeding and rearing habitat functions, which in the case of any seasonal wetland, may not been certified as a vernal pool by the State. It may be that the depression or area does not provide the habitat functions specified for identification of non-certified vernal pools.

5. **Exemptions and Exceptions**

- A. *Notwithstanding any provision of this chapter to the contrary, the alteration of any residential, business or institutional building or customary appurtenance thereto, such as lawns, gardens, landscaped or other developed areas, where such structure or appurtenance existed prior to the effective date of this Bylaw, shall not be subject to this Bylaw but shall be regulated exclusively by the provisions of M.G.L. c. 131, §40 (the Wetlands Protection Act).*
- B. The applications and permits required by this Bylaw shall not be required for work performed for normal maintenance or improvement of land in agricultural and aquacultural use as defined by the Wetlands Protection Act Regulations at 310 CMR 10.04.
- C. The applications and permits required by this Bylaw shall not be required for maintaining, repairing, or replacing, but not substantially changing or enlarging, an existing and lawfully located structure or facility used in the service of the public to provide electric, gas, water, telephone, telegraph, or other telecommunications services, provided that written notice has been given to the Conservation Commission prior to commencement of work, and provided that the work conforms to any performance standards and design specifications in regulations adopted by the Commission.
- D. The applications and permits required by this Bylaw shall not be required for emergency projects necessary for the protection of the health and safety of the public, provided that the work is to be performed by or has been ordered to be performed by an agency of the Commonwealth or a political subdivision thereof; provided that advance notice, oral or written, has been given to the Commission prior to commencement of work or within 24 hours after commencement; provided that the Commission or its agent certifies the work as an emergency project; provided that the work is performed only for the time and place certified by the Commission for the limited purposes necessary to abate the emergency; and provided that within 21 days of commencement of an emergency project a permit application shall be filed with the Commission for review as provided by this Bylaw. Upon failure to meet these and other requirements of the Commission, the Commission may, after notice and a public hearing, revoke or modify an emergency project approval and order restoration and mitigation measures.
- E. Other than stated in this Bylaw, the exceptions provided in the Wetlands Protection Act (M.G.L. c. 131, §40) and Regulations (310 CMR 10.00) shall not apply under this Bylaw.

6. **Permits and Conditions**

- A. If the Conservation Commission, after a public hearing, determines that the activities which are subject to the permit application, or the land and water uses which will result therefrom, are likely to have a significant individual or cumulative effect on the resource area

values protected by this bylaw, the Commission, within 21 days of the close of the hearing, shall issue or deny a permit for the activities requested. The Commission shall take into account the extent to which the applicant has avoided, minimized and mitigated any such effect. The Commission also shall take into account any loss, degradation, isolation and replacement or replication of such protected resource areas elsewhere in the community and the watershed, resulting from past activities, whether permitted, unpermitted or exempt, and foreseeable future activities.

- B. If it issues a permit, the Commission may impose conditions which the Commission deems necessary or desirable to protect said resource area values, and all activities shall be conducted in accordance with those conditions.
- C. Where no conditions are adequate to protect said resource area values, the Commission is empowered to deny a permit for failure to meet the requirements of this Bylaw. It may also deny a permit:
- For failure to submit necessary information and plans requested by the Commission;
 - For failure to comply with the procedures, design specifications, performance standards, and other requirements in regulations of the Commission; or
 - For failure to avoid, minimize or mitigate unacceptable significant or cumulative effects upon the resource area values protected by this Bylaw.

Due consideration shall be given to any demonstrated hardship on the applicant by reason of denial, as presented at the public hearing.

- D. The Commission may waive specifically identified and requested procedures, design specifications, performance standards or other requirements set forth in its regulations, provided that:
- The Commission finds in writing after said public hearing that there are no reasonable conditions or alternatives that would allow the proposed activity to proceed in compliance with said regulations;
 - That avoidance, minimization and mitigation has been employed to the maximum extent feasible; and
 - That the waiver is necessary to accommodate an overriding public interest or to avoid a decision that so restricts the use of the property as to constitute an unconstitutional taking without compensation.
- E. In reviewing activities within the *100-foot buffer zone to a wetland* and the *25-foot no-build or no-alteration zone*, the Commission shall presume these areas are important to the protection of other resource areas because activities undertaken in close proximity have a high likelihood of adverse impact, either immediately, as a consequence of construction, or over time as a consequence of daily operation or existence of the activities. These adverse impacts from construction and use can include, without limitation:
- Erosion;
 - Siltation;
 - Contamination
 - Loss of groundwater recharge;
 - Poor water quality; and
 - Loss of wildlife habitat.

The Commission may establish in its regulations, design specifications, performance standards, other measures and safeguards, and other work limits for protection of such lands, including without limitation, strips of continuous, undisturbed vegetative cover, unless the applicant convinces the Commission that the area or part of it may be disturbed without harm to the values protected by the Bylaw.

- F. In reviewing activities within the *200-foot buffer zone to a riverfront*, the Commission shall presume the riverfront area is important to all the resource area values unless demonstrated otherwise, and no permit issued hereunder shall permit any activities unless the applicant, in addition to meeting the otherwise applicable requirements of this Bylaw, has proved by a preponderance of the evidence that (1) there is no practicable alternative to the proposed project with less adverse effects, and that (2) such activities, including proposed mitigation measures, will have no significant adverse impact on the areas or values protected by this Bylaw. The Commission shall regard as practicable an alternative which is reasonably available and capable of being done, after taking into consideration the proposed property use, the overall project purpose (e.g., residential, institutional, commercial, or industrial), logistics, existing technology, costs of the alternatives and overall project costs.
- G. To prevent resource area loss, the Commission shall require applicants to avoid alteration wherever feasible, to minimize alteration, and where alteration is unavoidable and has been minimized to provide full mitigation. The Commission may authorize or require replication of wetlands as a form of mitigation, but only with specific plans, professional design, proper safeguards, adequate security, and professional monitoring and reporting to assure success, because of the poor performance of earlier replication technologies.
- H. The Commission may require a wildlife habitat study of the project area, to be paid for by the applicant, whenever it deems appropriate, regardless the type of resource area or the amount or type of alteration proposed. The decision shall be based upon the Commission's estimation of the importance of the habitat area considering, but not limited to, such factors as proximity to other areas suitable for wildlife, importance of wildlife corridors in the area, or actual or possible presence of rare plant or animal species in the area. The work shall be performed by an individual who at least meets the qualifications set out in the wildlife habitat section of the Wetlands Protection Act Regulations (310 CMR 10.60).
- I. The Commission shall presume that all areas meeting the definition of *vernal pools*, including the adjacent *wetland buffer zone* and *25-foot no-build or no-alteration zones*, perform essential habitat functions. This presumption may be overcome only by the presentation of credible evidence which, in the judgment of the Commission, demonstrates that the basin or depression does not provide essential habitat functions. Any formal evaluation should be performed by an individual who at least meets the qualifications under the wildlife habitat section of the Wetlands Protection Act Regulations (310 CMR 10.60). The Commission holds the right to assign its own consultant for review.
- J. A permit, Determination of Applicability (DOA) or Order of Resource Area Delineation (ORAD) shall expire three (3) years from the date of issuance. Notwithstanding the above, the Commission, in its discretion, may issue a permit expiring five (5) years from the date of issuance for recurring or continuous maintenance work, provided that annual notification of time and location of work is given to the Commission. Any permit may be renewed once for an additional one-year period, provided that a request for a renewal is received in writing by the Commission prior to expiration. Notwithstanding the above, a permit may identify requirements which shall be enforceable for a stated number of years, indefinitely, or until permanent protection is in place, and shall apply to all present and future owners of the land.
- K. For good cause, the Commission may revoke any permit, DOA, ORAD or any other order, determination or other decision issued under this Bylaw after notice to the holder, the public, abutters within 300 feet, and town boards (Board of Selectmen, Planning Board, Board of Appeals, Board of Health, and Building Commissioner), and after a public hearing. Amendments to any permits, DOA or ORAD shall be handled in the manner set out in the Wetlands Protections Act Regulations and policies thereunder.

- L. The Commission, in an appropriate case, may combine the decision issued under this Bylaw with the Order of Conditions, Determination of Applicability, Order of Resource Area Delineation or Certificate of Compliance issued under the Wetlands Protection Act and Regulations.
- M. No work proposed in any application shall be undertaken until the permit, DOA or ORAD issued by the Commission, with respect to such work, has been recorded in the Registry of Deeds or, if the land affected is registered land, in the registry section of the land court for the district wherein the land lies, and until the holder of the permit certifies in writing to the Commission that the document has been recorded. If the applicant fails to perform such recording, the Commission may record the documents itself and require the Applicant to furnish the recording fee therefore, either at the time of recording or as a condition precedent to the issuance of a Certificate of Compliance, or issue a Cease Work Order until evidence of such recording is received by the Commission.

7. Regulations

After public notice and public hearing, the Conservation Commission shall promulgate Rules and Regulations to effectuate the purposes of this Bylaw, effective when voted 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 act to suspend or invalidate the effect of this Bylaw.

At a minimum the Regulations shall reiterate the terms defined in this Bylaw, define additional terms not inconsistent with the Bylaw, and impose filing and consultant fees.

8. Relation to the Wetlands Protection Act

This Bylaw is adopted under the Home Rule Amendment of the Massachusetts Constitution and the Home Rule statutes, independent of the Wetlands Protection Act (M.G.L. c. 131, §40) and Regulations (310 CMR 10.00) thereunder. It is the intention of this Bylaw that the purposes, jurisdiction, authority, exemptions, regulations, specifications, standards and other requirements shall be interpreted and administered as stricter than those under the Wetlands Protection Act and Regulations.

9. Severability

The invalidity of any section or provision of this Bylaw shall not invalidate any other section or provision thereof, nor shall it invalidate any permit, approval or determination which previously has been issued.

10. Transitional Provisions

Applicants that have filed an application (Notice of Intent, Request for Determination of Applicability, or Abbreviated Notice of Resource Area Delineation) prior to the effective date of this Bylaw shall not be subject to this Bylaw, but shall be regulated exclusively by the provisions of the Wetlands Protection Act (M.G.L. c. 131, §40).

11. Effective Date

This Bylaw shall take effect upon approval of the Attorney General in accordance with M.G.L. c. 40, §32.

Filed with the Town Clerk:

Town Clerk

Date

Or act in any manner relating thereto.

ARTICLE 4
Board of Public Works

To see if the Town will vote to amend the Town's General Bylaws by adopting a Roadside Memorial Bylaw as follows:

In cases where a death is caused by a fatal accident or occurrence in or along a public street, sidewalk or walkway, a temporary "roadside memorial" may be left for a period of not more than 60 days from the date of accident or occurrence.

The temporary memorial shall be within the boundary of the Town's property abutting the street, sidewalk or walkway, and not obstruct or hinder persons or vehicles traveling on the roadway, sidewalk, or walkway.

Or act in any manner relating thereto.

ARTICLE 5
Planning Board

To see if the Town will vote to amend the Town's General Bylaws by adopting a Stormwater Management Bylaw as follows:

Introduction

The Town of Lancaster hereby determines that:

Land development projects and other land use conversions, and their associated changes to land cover, permanently alter the hydrologic response of local watersheds and increase stormwater runoff rates and volumes, which in turn have led to increased flooding, stream channel erosion, and sediment transport and deposition, and decreased groundwater recharge.

As the area of house and building roofs, parking lots and road surfaces increase, the rate of stormwater runoff from these surfaces increases, along with the preponderance of greater flooding. Unregulated stormwater runoff from historic development has led to the flooding we see today.

Land development projects and other land use conversions also contribute to increased non-point source pollution and degradation of receiving waters.

The impacts of post-development stormwater runoff quantity and quality can adversely affect public safety, public and private property, drinking water supplies, groundwater resources, recreation, aquatic habitats, fish and other aquatic life, property values and other uses of lands and waters.

These adverse impacts can be controlled and minimized through the regulation of stormwater runoff quantity and quality from new development and re-development, by the use of both structural and non-structural Best Management Practices.

Localities in the Commonwealth of Massachusetts are required to comply with a number of both State and Federal laws, regulations and permits which require a locality to address the impacts of post-development stormwater runoff quality and non-point source pollution.

The United States Environmental Protection Agency has determined that it is in the public interest to regulate post-development stormwater runoff discharges in order to control and minimize increases in stormwater runoff rates and volumes, flooding, post-construction soil erosion and sedimentation, stream channel erosion, and non-point source pollution associated with post-development stormwater runoff.

Therefore, the Town of Lancaster has established this Stormwater Management Bylaw to provide reasonable guidance for the regulation of post-development stormwater runoff for the purpose of protecting local water resources from degradation. This Bylaw regulates the post-construction stormwater controls for both new and re-development projects.

1.0 Purpose

The purpose of the Bylaw is to protect, maintain and enhance the public health, safety, environment and general welfare by establishing minimum requirements and procedures to control the adverse effects of increased post-development stormwater runoff, flooding and non-point source pollution associated with new development and re-development and to comply with Phase II NPDES Stormwater requirements. It has been determined that proper management of post-development stormwater runoff will minimize flood damage to the public and private property and infrastructure, safeguard the public health, safety, environment and general welfare of the public, protect water and aquatic resources, and promote groundwater recharge to protect surface and groundwater drinking supplies.

The objectives of this Bylaw are:

1. Establish decision-making processes surrounding land development activities that protect the integrity of the watershed and preserve the health of water resources;
2. Require that new development, re-development and all land conversion activities result in after-development runoff characteristics that are equal to or less than the pre-development runoff characteristics in order to reduce flooding, stream bank erosion, siltation, non-point source pollution, property damage, and to maintain the integrity of stream channels and aquatic habitats;
3. Establish minimum post-development stormwater management standards and design criteria for the regulation and control of stormwater runoff quantity and quality; establish minimum design criteria for the protection of properties and aquatic resources downstream from land development and land conversion activities from damages due to increases in volume, velocity, frequency, duration, and peak flow rate of stormwater runoff; and establish minimum design criteria for measures to minimize non-point source pollution from stormwater runoff which would otherwise degrade water quality;
4. Establish design and application criteria for the construction and use of structural stormwater control facilities that can be used to meet the minimum post-development stormwater management standards;
5. Encourage the use of non-structural stormwater management measures and better site design practices or "low-impact development practices", such as reducing impervious cover and the preservation of green space and other natural areas, to the maximum extent practicable; and coordinate site design plans, including green space, with the Town of Lancaster's design guidelines;
6. Establish provisions for the long-term responsibility for and maintenance of structural stormwater control facilities and non-structural stormwater management practices to ensure that they continue to function as designed, are maintained, and pose no threat to public safety;
7. Establish provisions to ensure there is an adequate funding mechanism, including financial security or surety, for the proper review, inspection and long-term maintenance of stormwater facilities implemented under this Bylaw;
8. Establish administrative procedures and fees for the submission, review, approval or disapproval of stormwater management plans, the inspection of approved active development projects, and for long-term follow-up inspection to ensure ongoing care of approved facilities.
9. Establish the Town of Lancaster's legal authority to ensure compliance with the provisions of this Bylaw through inspection, monitoring and enforcement.

Nothing in the Bylaw is intended to replace the requirements of the Town of Lancaster Wetlands Protection Bylaw or any other Bylaw or regulations that may be adopted by the Town of Lancaster, or any State or Federal requirement, law, regulation or policy. Any activity subject to the provisions of this Bylaw must comply with the requirements of all other applicable laws and regulations.

2.0 Definitions

The definitions contained herein apply to issuance of a Stormwater Management Permit (SMP) established by the Town of Lancaster Stormwater Management Bylaw. Terms not defined in this section shall be construed according to their customary and usual meaning unless the context indicates a special or technical meaning.

ALTERATION: Any activity, which will measurably change the ability of a ground surface area to absorb water or will change existing surface drainage patterns. Alteration may be similarly represented as “alteration of drainage characteristics” and “conducting land disturbance activities”. Such changes include change from distributed runoff to confined, discrete discharge; change in the volume of runoff from the area; change in the peak rate of runoff from the area; and change in the recharge to groundwater on the area.

APPLICANT: Applicant shall refer to a property owner or agent of a property owner who has filed a stormwater management plan.

BEST MANAGEMENT PRACTICES (BMP): Structural, non-structural and managerial techniques that are recognized to be the most effective and practical means to prevent and/or reduce increases in stormwater volumes and flows, reduce point source and non-point source pollution, and promote stormwater quality and protection of the environment. “Structural” BMPs are devices that are engineered and constructed to provide temporary storage and treatment of stormwater runoff. “Non-structural” BMPs are natural measures to reduce pollution levels, do not require extensive construction efforts, and/or promote pollutant reduction by eliminating the pollutant source.

BUILDING: A building shall refer to any structure, either temporary or permanent, having walls and a roof, designed for the shelter of any person, animal or property, and occupying more than 100 square feet of area.

CHANNEL: A natural or artificial watercourse with a definite bed and banks that conducts continuously or periodically flowing water.

CLEAN WATER ACT: The Federal Water Pollution Control Act (33 U.S.C. Section 1251 *et seq.*) and as it is amended from time to time.

CLEARING: Any activity that removes the vegetative surface cover. Clearing activities generally include grubbing activity as defined below.

DETENTION: The temporary storage of storm runoff in a stormwater management facility, with the goals of controlling peak discharge rates and providing gravity settling of pollutants.

DEVELOPER: A person who undertakes land disturbance activities.

DEVELOPMENT: The modification of land to accommodate a new use or expansion of use, usually involving construction.

DISCHARGE OF POLLUTANTS: The addition from any source of any pollutant or combination of pollutants into the storm drain or into waters of the United States or Commonwealth from any source.

DISTURBANCE OF LAND: Any action, including clearing and grubbing that causes a change in the position, location, or arrangement of soil, sand, rock, gravel or similar earth material.

DRAINAGE WAY: Any channel that conveys surface runoff throughout the site.

EROSION: The wearing away of the land surface by natural or artificial forces such as wind, water, ice, gravity or vehicle traffic and the subsequent detachment and transportation of soil particles.

EROSION CONTROL: A measure that prevents erosion.

EROSION AND SEDIMENTATION CONTROL PLAN: A document containing narrative, drawings and details developed by a qualified professional engineer (PE) or a certified professional in erosion and sedimentation control (CPESC), which includes best management practices or equivalent measures designed to control surface runoff, erosion and sedimentation during pre-construction and construction related land disturbance activities.

GRADING: Changing the level or shape of the ground surface.

GROUNDWATER: Water beneath the surface of the ground.

GRUBBING: The act of clearing land surface by digging up roots and stumps.

IMPERVIOUS SURFACE: Any material or structure on or above the ground that prevents water infiltration to the underlying soil. Impervious surface includes, without limitation, roads, paved parking lots, sidewalks, rooftops, compacted soils, hard-packed gravel driveways and similar surfaces.

INFILTRATION: The process of percolating stormwater into the sub-soil.

LAND DISTURBANCE ACTIVITY: Any activity which changes the volume or peak flow discharge rate of rainfall from the land surface. This may include the grading, digging, cutting, scraping, or excavating of soil, placement of fill materials, paving, construction, substantial removal of vegetation, or any activity which bares soil or rock or involves the diversion or piping of any natural man-made watercourse.

LANDOWNER: The legal or beneficial owner of land, including those holding the right to purchase or lease the land, or any other person holding property rights in the land.

LOW IMPACT DEVELOPMENT (LID): An approach to environmentally friendly land use planning. It includes a suite of landscaping and design techniques designed to maintain the natural, pre-developed ability of a site to manage rainfall. LID techniques capture water on

site, filter it through vegetation, and allow seeping into the ground rather than being lost as surface runoff so that the local water table can recharge. An important LID principle embodies the concept that rainwater is a resource and not merely a superfluous waste product.

MASSACHUSETTS STORMWATER MANAGEMENT POLICY: The policy issued by the Department of Environmental Protection, as amended, that coordinates the requirements prescribed by state regulations promulgated under the authority of the Massachusetts Wetlands Protection Act G.L. c. 131 § 40 and Massachusetts Clean Waters Act G.L. c. 21 § 23-56. The policy addresses stormwater impacts through implementation of performance standards to reduce or prevent pollutants from reaching water bodies and control the quantity of runoff from a site.

MUNICIPAL STORM DRAIN SYSTEM or MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4): The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or manmade or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Lancaster.

NON-POINT SOURCE POLLUTION: Pollution from many diffuse sources caused by rainfall or snowmelt moving over and through the ground. As the runoff moves, it picks up and carries away natural and human-made pollutants, finally depositing them into water resource areas.

NON-STORMWATER DISCHARGE: Discharge to the storm drain not comprised entirely of stormwater.

OPERATION AND MAINTENANCE PLAN: A plan describing the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to ensure that it continues to function as designed.

OUTFALL: The point at which stormwater flows out from a discernible, confined point source or discrete conveyance into waters of the Commonwealth.

PERSON: An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth or federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

POINT SOURCE: Any discernible, confined and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, or container from which pollutants are or may be discharged.

POLLUTANT: Any element or property of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or non-point source, that is or may be introduced into any sewage treatment works or waters of the Commonwealth. Pollutants shall include, without limitation:

- 1) Paints, varnishes and solvents;
- 2) Oil, antifreeze and other automotive fluids;
- 3) Non-hazardous liquid and solid wastes and yard wastes;
- 4) Refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, accumulations and floatables;
- 5) Pesticides, herbicides, and fertilizers;
- 6) Hazardous materials and wastes, sewage, fecal coliform and pathogens;
- 7) Dissolved and particulate metals;
- 8) Animal wastes;
- 9) Rock, sand, salt, soils;
- 10) Construction wastes and residues; and
- 11) Noxious or offensive matter of any kind.

POST-DEVELOPMENT: Conditions that reasonably may be expected or anticipated to exist after completion of the land development activity on a specific site or tract of land. Post-development refers to conditions after culmination of a new development or re-development project and does not depict conditions during the construction phases of a project.

PRE-DEVELOPMENT: The conditions that exist at the time that plans for the land development of a tract of land are submitted to the Stormwater Authority. Where phased development or phased plan approval occurs (preliminary grading, roads, utilities, etc.), the existing conditions at the time prior to the first plan submission shall establish pre-development conditions.

RECHARGE: The replenishment of underground water reserves.

REDEVELOPMENT: Development, rehabilitation, expansion, demolition or phased projects that disturb the ground surface or increase the impervious area on previously developed sites.

RESOURCE AREA: Any area protected under the Massachusetts Wetlands Protection Act, the Massachusetts Rivers Act, or the Town of Lancaster Wetlands Bylaw.

RUNOFF: Rainfall, snowmelt or irrigation water flowing over the ground surface.

SEDIMENT: Mineral or organic soil material that is transported by wind or water from its origin to another location; the product of erosion processes.

SEDIMENT CONTROL: Measures that prevent eroded sediment from leaving the site or entering off-site drainage structures.

SITE: A parcel of land or a contiguous combination thereof, where grading work is performed as a single unified operation.

STABILIZATION: The use, singly or in combination, of mechanical, structural or vegetative methods to prevent or retard erosion.

START OF CONSTRUCTION: The first land-disturbing activity associated with a development, including but not limited to, land preparation such as clearing, grading and filling; installation of streets and walkways; excavation for basements, footings, piers or foundations; erection of temporary forms; and installation of accessory buildings such as garages.

STORMWATER: Stormwater runoff, snow melt runoff, and surface water runoff and drainage.

STOP WORK ORDER: An order issues which requires that all construction activity on a site will be stopped.

STORMWATER AUTHORITY: The Stormwater Authority for Town of Lancaster shall be the Planning Board or their authorized agent(s). The Stormwater Authority is responsible for coordinating the review, approval and permit process as defined in this Chapter. Boards and/or departments may participate in the review process as defined in this Bylaw or the Stormwater Regulations adopted by the Planning Board of the Town of Lancaster. The Conservation Agent and the Building Commissioner are authorized to act as agents of the Planning Board in enforcing this Bylaw.

STORMWATER MANAGEMENT PERMIT: A permit issued by the Stormwater Authority, after review of an application, plans, calculations and other supporting documents, that is designed to protect the Town from deleterious effects of uncontrolled or untreated stormwater runoff.

STORMWATER MANAGEMENT PLAN: A document containing narrative, drawings and details prepared by a qualified professional engineer (PE), a professional public land surveyor (PLS), or a certified professional in erosion and sedimentation control (CPESC), that includes structural and non-structural best management practices (BMPs) to manage and treat stormwater runoff generated from regulated development activity. A Stormwater Management Plan also includes an Operation and Maintenance Plan describing maintenance requirements for structural BMPs.

WASTEWATER: Any sanitary waste, sludge, or septic tank or cesspool overflow, and water that during manufacturing, cleaning or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, by-product or waste product.

WATERCOURSE: Any body of water, including but not limited to, lakes, ponds, rivers and streams.

3.0 Authority

This Bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rules statutes, and pursuant to the regulations of the Federal Clean Water Act found at 40 CFR 122.34, and as authorized by the residents of the Town of Lancaster at Town Meeting, dated October 15, 2007.

4.0 Jurisdiction

No person shall undertake a regulated construction activity, as described below, without a Stormwater Management Permit from the Planning Board.

A) Regulated Activities shall include any of the following:

1. Land disturbance of greater than one acre (43,560 square feet), associated with construction or re-construction of structures.
2. Development or re-development involving multiple, separate activities in discontinuous locations or on different schedules if the activities are part of a larger common plan of development that together disturbs one acre or more.
3. Paving or other change in surface material over an area of one acre or more causing a significant reduction of permeability or increase in runoff.
4. Construction of a new drainage system or alteration of an existing drainage system or conveyance serving a drainage area of more than one acre.
5. Any other activity altering the surface of an area exceeding one acre that will, or may, result in increased stormwater runoff flowing from the property into a public way, the municipal storm drain system, or to a watercourse or wetland. An exception is the removal of tree cover when the stumps are left in place.

B) Exempt Activities

1. Normal maintenance and improvement of land in agricultural or forestry use as defined by the Massachusetts Wetlands Protection Act and its Regulations.
2. Normal maintenance of existing landscaping, gardens or lawn areas associated with a single-family dwelling, provided such maintenance does not include the addition of more than 30 cubic yards of soil material, construction of walls, alteration of existing grades by more than one foot in elevation, or alteration of drainage patterns.
3. The construction of fencing, irrespective of materials used, that will not alter existing terrain or drainage patterns.
4. Construction, maintenance and operation of utilities (gas, water, sewer, electric, telephone, etc.) other than drainage that will not alter terrain or drainage patterns.
5. Those activities that are subject to the jurisdiction under the Wetlands Protection Act and demonstrate compliance with the Massachusetts Storm Water Management Policy as reflected in an Order of Conditions issued by the Lancaster Conservation Commission, are exempt from compliance of this Bylaw.
6. Agriculture, horticulture, floriculture and viticulture exempted from prohibition by Section 3 of Massachusetts General Law Chapter 40A on parcels of property of five (5) acres in size and larger.

5.0 Administration

The Lancaster Planning Board shall administer, implement and enforce this Bylaw. Any powers granted to or duties imposed upon the Planning Board may be delegated in writing by the Planning Board to its employees or agents (who may include the Conservation Agent and the Building Commissioner).

6.0 Regulations

The Lancaster Planning Board may adopt and periodically amend stormwater rules and regulations relating to receipt and content of stormwater management applications, review time periods, permit terms, conditions, additional definitions, enforcement, fees (including application, inspection, and/or consultant fees), procedures, administration and enforcement of this Bylaw subsequent to a majority vote of a meeting of the Planning Board and after conducting a public hearing to receive comments on the proposed regulations and/or any proposed revisions. Such hearing dates shall be advertised in a newspaper of general local circulation at least seven (7) calendar days before a hearing date.

Failure by the Planning Board to promulgate such rules and regulations shall not have the effect of suspending or invalidating this Bylaw.

7.0 Permits and Procedures

Permit Procedures and Requirements shall be defined and included as part of any rules and regulations promulgated as permitted under Section 6 of this Bylaw.

8.0 Inspections

Filing an application for a Stormwater Management Permit grants the Planning Board, or its agent, permission to enter the site of the land-disturbing activity, as permitted by law, to verify the information in the application and to inspect for compliance with permit conditions.

The Planning Board, in their discretion, may conduct an inspection at any stage of land-disturbing activity to ensure compliance with the terms of this Bylaw and any permit. The Planning Board also may require the applicant to submit self-inspection reports at any stage of development or post-development. The Planning Board may inspect sites before construction, weekly during construction, and within 24 hours of a rainstorm of two inches or greater.

9.0 Fees

The Planning Board by regulation shall promulgate an application fee schedule for Stormwater Management Permit applications and completion certificates. The fee schedule shall be reasonably related to the costs of processing, reviewing and acting upon the application, including review of the application by a professional engineer or other consultant retained by the Board to advise it on technical, legal, economic, or other aspects of the proposed work. The fee specified in such a fee schedule shall be made payable to the Town of Lancaster and shall accompany the permit application or request for certificate of completion. The Planning Board may require an additional fee for review of any change in or alteration from an approved permit.

Said fee shall be paid into a special account set up by the Town Treasurer and may be expended by the Planning Board for the purpose allocated without further appropriation in accordance with the provisions of M.G.L., Chapter 44, § 53E ½.

10.0 Waivers

- A) The Planning Board may waive strict compliance with any requirement of this Bylaw or the rules and regulations promulgated hereunder, where such action:
 - 1. Is allowed by federal, state and local statutes and/or regulations;
 - 2. Is in the public interest;
 - 3. Is not inconsistent with the purpose and intent of this Bylaw.
- B) Any applicant may submit a written request to be granted such a waiver. Such a waiver request shall be accompanied by an explanation or documentation supporting the waiver request and demonstrating that strict application of this Bylaw does not further the purposes or objectives of this Bylaw.
- C) All waiver requests shall be discussed by the Planning Board and a decision will be made by the Planning Board within 30 days of receiving the waiver request.
- D) If, in the Planning Board's opinion, additional time or information is required for review of a waiver request, the Planning Board may continue consideration of the waiver request to a date certain announced at the meeting. In the event the applicant objects to a continuance, or fails to provide the requested information, the waiver request shall be denied.

11.0 Enforcement

The Planning Board, or an authorized agent of the Planning Board, shall enforce this Bylaw, its regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations.

A) Civil Relief

If a person violates the provisions of this Bylaw, regulations, permit, notice or order issued thereunder, the Planning Board may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

B) Orders

The Planning Board, or its authorized agent, may issue a written order to enforce the provisions of this Bylaw, or the regulations thereof, which may include:

1. A requirement to cease and desist from the land-disturbing activity until there is compliance with the Bylaw or provisions of the Stormwater Management Permit;
2. Maintenance, installation or performance of additional erosion and sediment control measures;
3. Monitoring, analyses, and reporting;
4. Remediation of erosion and sedimentation resulting directly or indirectly from the land-disturbing activity;
5. Compliance with the Stormwater Management Plan and Permit;
6. Repair, maintenance or replacement of the stormwater management system or portions thereof in accordance with the Operation and Maintenance Plan.
7. Remediation of adverse impact resulting directly or indirectly from malfunction of the stormwater management system.

If the enforcing person determines that abatement or remediation of erosion and sedimentation is required, the order shall set forth a deadline by which such abatement or remediation must be completed.

C) Criminal Penalty

Any person who violates any provision of this Bylaw, regulation, order or permit issued thereunder, shall be punished by a fine of not more than \$300.00. Each day or part thereunder that such violation occurs or continues shall constitute a separate offense.

D) Non-Criminal Disposition

As an alternative to criminal prosecution or civil action, the Town may elect to utilize the non-criminal disposition procedure set forth in M.G.L. c. 40, § 21D, which has been adopted by the Town in the Code of the Town of Lancaster Chapter 125, § 125-1, Complaints, in which case the Planning Board or authorized agent shall be the enforcing person. The penalty for each violation shall be \$50.00 for the first violation, \$100.00 for the second violation, and \$300.00 for the third and subsequent violations. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

E) Appeals

The decision or orders of the Planning Board shall be final. Further relief shall be to a court of competent jurisdiction.

F) Remedies Not Exclusive

The remedies listed are not exclusive of any other remedies available under any application Federal, State or local law.

12.0 Public Education

The Planning Board, within its available resources, shall provide education programs on soil erosion, sediment control and stormwater management to the general public and persons regulated by this Bylaw. The Planning Board shall provide guidelines and advice to ease the permit application process and foster acceptance of good erosion control and stormwater management practices.

13.0 Severability

If any provision, paragraph, sentence, or clause of this Bylaw is held invalid for any reason by a court of competent jurisdiction, all other provisions shall continue in full force and effect.

14.0 Effective Date

This Bylaw shall take effect upon approval of the Attorney General in accordance with M.G.L. c. 40, § 32.

Filed with the Town Clerk:

Town Clerk

Date

Or act in any manner relating thereto.

ARTICLE 6

Board of Public Works

To see if the Town will vote to amend the Town's General Bylaws by adopting an Illicit Discharge Bylaw as follows:

Illicit Discharge Bylaw - Lancaster, Massachusetts

1.0 Purpose

The purpose of this Bylaw is to eliminate non-stormwater discharges to the Town of Lancaster's municipal storm drain system. Non-stormwater discharges contain contaminants and supply additional flows to the Town's storm drain system. Non-stormwater discharges are major causes of:

1. Impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands and groundwater;
2. Contamination of drinking water supplies;
3. Alteration or destruction of aquatic and wildlife habitat; and
4. Flooding.

Regulation of illicit connections and discharges to the municipal storm drain system is necessary for the protection of the Town's natural resources, municipal facilities, general public health and safety, and the environment.

The objects of this Bylaw are:

1. To prevent pollutants from entering the municipal storm drain system;
2. To prohibit illicit connections and unauthorized discharges to the storm drain system;
3. To require the removal of all such illicit connections;
4. To comply with State and Federal statutes and regulations relating to stormwater discharges; and
5. To establish the legal authority to ensure compliance with the provisions of this Bylaw through inspection, monitoring and enforcement.

2.0 Definitions

The definitions contained herein apply to the administration and enforcement of this Illicit Discharge Bylaw. Terms not defined in this section shall be construed according to their customary and usual meaning unless the context indicates a special or technical meaning. CLEAN WATER ACT: The Federal Water Pollution Control Act (33 U.S.C. Section 1251 *et seq.*) and as it is amended from time to time.

DETENTION: The temporary storage of storm runoff in a stormwater management facility, with the goals of controlling peak discharge rates and providing gravity settling of pollutants.

DEVELOPMENT: The modification of land to accommodate a new use or expansion of use, usually involving construction.

DISCHARGE OF POLLUTANTS: The addition from any source of any pollutant or combination of pollutants into the municipal storm drain system or into waters of the United States or Commonwealth from any source.

GRADING: Changing the level or shape of the ground surface.

GROUNDWATER: Water beneath the surface of the ground.

ILLICIT CONNECTION: A surface or sub-surface drain or conveyance which allows an illicit discharge into the municipal storm drain system, including without limitation, sewage, process wastewater, or wash water and any connections from indoor drains, sinks, or toilets, regardless of whether said connection was previously allowed, permitted or approved before the effective date of this Bylaw.

ILLICIT DISCHARGE: Direct or indirect discharge to the municipal storm drain system that is not composed entirely of stormwater, except as exempted in Section 4.0 of the Lancaster Illicit Discharge Bylaw. The term does not include a discharge in compliance with an NPDES Stormwater Discharge Permit or resulting from fire fighting activities that are exempted.

MUNICIPAL STORM DRAIN SYSTEM or MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4): The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or manmade or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Lancaster.

NON-STORMWATER DISCHARGE: Discharge to the storm drain not comprised entirely of stormwater.

PERSON: An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth or federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

POINT SOURCE: Any discernible, confined and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, or container from which pollutants are or may be discharged.

POLLUTANT: Any element or property of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or non-point source, that is or may be introduced into any sewage treatment works or waters of the Commonwealth. Pollutants shall include, without limitation:

1. Paints, varnishes and solvents;
2. Oil, antifreeze and other automotive fluids;
3. Non-hazardous liquid and solid wastes and yard wastes;
4. Refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordnances, accumulations and floatables;
5. Pesticides, herbicides, and fertilizers;
6. Hazardous materials and wastes, sewage, fecal coliform and pathogens;
7. Dissolved and particulate metals;

8. Animal wastes;
9. Rock, sand, salt, soils;
10. Construction wastes and residues; and
11. Noxious or offensive matter of any kind.

RUNOFF: Rainfall, snowmelt or irrigation water flowing over the ground surface.

SITE: A parcel of land or a contiguous combination thereof, where grading work is performed as a single unified operation.

STORMWATER: Stormwater runoff, snow melt runoff, and surface water runoff and drainage.

WATERCOURSE: Any body of water, including but not limited to, lakes, ponds, rivers and streams.

3.0 Authority

This Bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rule statutes, and pursuant to the regulations of the Federal Clean Water Act found at 40 CFR 122.34 and as authorized by the residents of the Town of Lancaster at Town Meeting, dated October 15, 2007.

4.0 Jurisdiction

A) Prohibited Activities shall include, but not be limited to:

1. Illicit Discharges – No person shall dump, discharge, cause or allow to be discharged any pollutant or non-stormwater discharge into the municipal storm drain system, into a watercourse, or into waters of the United States and/or Commonwealth.
2. Illicit Connections – No person shall construct, use, allow, maintain or continue any illicit connection to the municipal storm drain system, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.
3. Obstruction of the Municipal Storm Drain System – No person shall obstruct or interfere with the normal flow of stormwater into or out of the municipal storm drain system without prior approval from the Stormwater Authority.

B) Exempt Activities

The following non-stormwater discharges or flows are considered exempt from the prohibition of non-stormwater discharges, provided that the source is not a significant contributor of pollution to the municipal storm drain system:

1. Waterline flushing;
2. Flow from potable water sources;
3. Springs;
4. Natural flow from riparian habitats and wetlands;
5. Diverted stream flow;
6. Rising groundwater;
7. Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005(20), or uncontaminated pumped groundwater;
8. Water from exterior foundation drains, footing drains (not including active groundwater dewatering systems), crawl space pumps, or air conditioning condensation; also water from sump pumps and other pumps that remove uncontaminated flood waters from basements (note: sump pumps that connect to the municipal storm drain system must file an application with the Board of Public Works);
9. Discharge from landscape irrigation or lawn watering;
10. Water from individual residential car washing;
11. Water from individual residences used for washing walkways, patios, house siding, windows, or similar house-related activities;
12. Discharge from de-chlorinated swimming pool water (less than one ppm chlorine) provided the water is allowed to stand for one week prior to draining and the pool is drained in such a way as not to cause a nuisance;
13. Dye testing, providing verbal notification is given to the Board of Public Works prior to the time of the test;
14. Non-stormwater discharge permitted under an NPDES permit, waiver, or waste discharge order administered under the authority of the United States Environmental Protection Agency, provided that the discharge is in full compliance with the requirements of the permit, waiver, or order and applicable laws and regulations; and
15. Discharge for which advanced written approval is received from the Stormwater Authority as necessary to protect public health, safety, welfare and the environment.
16. Discharge resulting from municipal street sweeping activities.
17. Any other source of non-stormwater discharges or flows that has applied for, and received, a written determination from the Board of Public Works that the source is not likely to be a significant contributor of pollution to the municipal storm drain system.

C) Special Exemptions

1. Discharge or flow resulting from fire fighting activities.
2. Discharge or flow resulting from municipal ice and snow control operations.

5.0 Administration

The Lancaster Board of Public Works shall administer, implement and enforce this Bylaw. Any powers granted to or duties imposed upon the Board of Public Works may be delegated in writing by the Board of Public Works to its employees or agents.

6.0 Regulations

The Board of Public Works may adopt and periodically amend regulations relating to additional definitions, enforcement, fees (including inspections, costs of chemical and/or biological analyses, and/or consultant fees), procedures, administration and enforcement of this Bylaw subsequent to a majority vote of a meeting of the Board of Public Works and after conducting a public hearing to receive comments on the proposed regulations and/or any proposed revisions. Such hearing dates shall be advertised in a newspaper of general local circulation at least seven (7) calendar days before a hearing date. After public notice and hearing, the Board of Public Works may promulgate rules and regulations to effectuate the purposes of this Bylaw. Failure by the Board of Public Works to promulgate such rules and regulations shall not have the effect of suspending or invalidating this Bylaw.

7.0 Emergency Suspension of Storm Drainage System Access

The Board of Public Works may suspend municipal storm drain access to any person or property without prior written notice when such suspension is necessary to stop an actual or threatened discharge of pollutants that presents imminent risk of harm to public health, safety, welfare or the environment. In the event any person fails to comply with an emergency suspension order, the Authority may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

8.0 Notification of Spills

Any spills or releases that require notification under local, State or Federal law will be the responsibility of the person responsible for a facility or operation, or for an emergency response for a facility or operation (i.e., construction). In the event of a spill or release which may result in a discharge of pollutants or non-stormwater discharge to the municipal storm drain system, waters of the United States and/or waters of the Commonwealth, the responsible parties, potentially responsible parties, or any person or persons managing a site or facility, shall take all necessary steps to ensure containment, and remediate any municipal storm drains that have been impacted. However, if in the opinion of the Board of Public Works there is an excessive amount of pollutants in the storm drain system, the Authority can require remediation by the responsible party, regardless of other State or Federal regulations.

In the event of a release of oil or hazardous materials, the person shall immediately notify the municipal fire and police departments and the Department of Public Works. In the event of a release of non-hazardous material, the reporting person shall notify the Board of Public Works no later than the next business day. The reporting person shall provide the Board of Public Works written confirmation of all telephone, facsimile or in-person notifications within three business days thereafter. If the discharge of prohibited materials is from a commercial or industrial facility, the facility owner or operator of the facility shall retain on-site a written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

9.0 Enforcement

The Board of Public Works, or an authorized agent of the Board of Public Works, shall enforce this Bylaw, its regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations.

A) Civil Relief

If a person violates the provisions of this Bylaw, regulations, permit, notice or order issued thereunder, the Board of Public Works may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

B) Orders

The Board of Public Works, or an authorized agent of the Board of Public Works, may issue a written order to enforce the provisions of this Bylaw, which may include:

1. Elimination of illicit connections or discharges to the storm drain system;
2. Performance of monitoring, analyses and reporting;
3. That unlawful discharges, practices or operations shall cease and desist; and
4. Remediation of contamination in connection therewith.

If the enforcing person determines that abatement or remediation of contaminations is required and is the responsibility of the property owner, the order shall set forth a deadline by which such abatement or remediation must be completed.

C) Criminal Penalty

Any person who violates any provision of this Bylaw, regulation, order or permit issued thereunder, shall be punished by a fine of not more than \$300.00. Each day or part thereunder that such violation occurs or continues shall constitute a separate offense.

D) Non-Criminal Disposition

As an alternative to criminal prosecution or civil action, the Town may elect to utilize the non-criminal disposition procedure set forth in M.G.L. c. 40, § 21D, which has been adopted by the Town in the Code of the Town of Lancaster Chapter 125, § 125-1. Complaints, in which case the Board of Public Works or authorized agent shall be the enforcing person. The penalty for each violation shall be \$50.00 for the first violation, \$100.00 for the second violation, and \$300.00 for the third and subsequent violations. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

E) Entry to Perform Duties Under this Bylaw

To the extent permitted by State law, or if authorized by the owner or other party in control of the property, the Board of Public Works, its agents, officers and employees may enter upon privately-owned property for the purpose of performing their duties and may make or cause to be made such examinations, surveys or sampling as the Board of Public Works deems reasonably necessary.

F) Appeals

The decision or orders of the Board of Public Works shall be final. Further relief shall be to a court of competent jurisdiction.

G) Remedies Not Exclusive

The remedies listed are not exclusive of any other remedies available under any applicable Federal, State or local law.

10.0 Public Education

The Board of Public Works, within its available resources, shall provide educational programs on illicit discharge to the municipal storm drain system to the general public and persons regulated by this Bylaw.

11.0 Severability

If any provision, paragraph, sentence, or clause of this Bylaw is held invalid for any reason by a court of competent jurisdiction, all other provisions shall continue in full force and effect.

12.0 Transitional Provisions

Residential property owners shall have sixty (60) days from the effective date of the Bylaw to comply with its provisions provided good cause is shown for the failure to comply with the Bylaw during that period.

13.0 Effective Date

This Bylaw shall take effect upon approval of the Attorney General in accordance with M.G.L. c. 40, § 32.

Filed with the Town Clerk:

Town Clerk

Date

Or act in any manner relating thereto.

ARTICLE 7
Board of Selectmen

To see if the Town will vote to transfer from free cash a sum not to exceed \$48,000.00 to be expended by the Board of Public Works for the purchase of a new Dump Truck for the Highway Division, GVW 12,000 or greater, 4X4 complete with snow plow attachments, or to act in any manner relating thereto.

ARTICLE 8
Registered Citizens Petition

To see if the Town will vote to amend the Section 3.20 Use Regulation Schedule of the Lancaster Zoning By-law in order to allow the keeping of poultry and livestock as a “by right” principal use in the Residential District, on less than five acres or where otherwise not exempted by Section 3 of Massachusetts General Laws Chapter 40A, by changing the “SP” notation for Item B in Subsection 3.22 Rural Uses to “P”, or to take any other action relative thereto.

(This articles appears as printed as a result of a Registered Voters Petition)

And you are directed to serve this Warrant by posting up attested copies thereof at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House and the Town Hall, in

said Town fourteen days at least before the time for holding said meeting. Hereof fail not and make due return of the Warrant with your doings thereon to the Town Clerk at the time and place of meeting aforesaid.

SELECTMEN OF LANCASTER

Christopher J. Williams, *Chairman*

Shawn S. Winsor, *Clerk*

Jennifer B. Leone, *Member*

Date of Execution

CONSTABLE'S CERTIFICATION

I hereby certify under the pains and penalties of perjury that I posted an attested copy of this Warrant at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Town Hall on the date attested. I further certify that this Warrant was posted in accordance with the By-laws of the Town of Lancaster and the provisions of M.G.L. c.39, §10.

Attest: _____
Constable

Date: _____

**The full text of the Warrant is available in the Town Hall and Thayer Memorial Library.
The Warrant will also be available at Town Meeting.**

**SPECIAL TOWN MEETING
LANCASTER MASSACHUSETTS
OCTOBER 15, 2007
Minutes**

The Special Town Meeting, held at Machlan Auditorium at Atlantic Union College, was called to order at 7:15 p.m. by new Moderator Stanley B. Starr, Jr. Members of the Lancaster 4-H Club marched the American Flag down to the front of the auditorium and led in the Pledge of Allegiance. A total of 238 registered voters and 13 non-voting guests were signed in by Registrars Cecilia Thurlow, Anna DiPietro and John Ranieri. Moderator Starr introduced the Town Officials sitting on the state to the audience: Board of Selectmen (BOS) members Christopher Williams, Shawn Winsor and Jennifer Leone, Finance Committee (FinCom) Members John Wojciak, James Piermarini, James Riley, Janet Baylis and Walter Sendrowski, Town Administrator Orlando Pacheco, Finance Director Cheryl Gariepy and Town Clerk Sue Thompson. Mr. Starr then thanked outgoing Moderator Eugene Christoph for his years of service as Moderator. Moderator Starr assigned David Spanagel and Roberta Winsor from among the meeting participants to serve as counters during the meeting.

Article 1. \$25,000 for Design and Maintenance of Buildings on the Town Green.

Upon a motion by BOS Chair Christopher Williams and a second from the floor, the Town voted to amend the FY 2006 Capital Plan as authorized by vote under Article 8 of the May 2, 2005 Annual Town Meeting by deleting item (L) in said article, which authorized the Community Development Office to spend \$25,000 of Master Planning Grant/Gift Funds to purchase and install Municipal Planning and Land Management Software, and replace it with a new item (L) which authorizes the Board of Selectmen to raise and appropriate \$25,000 for the design and maintenance of buildings on the Town Green. Finance Committee Chair John Wojciak stated that the FinCom was in favor of the article, which **passed** by majority vote.

PB Chair Victor Koivumaki then moved to bring **Article 8** on the warrant forward for discussion. **Article 8** and **Article 2** were the only articles on the warrant that required a two-thirds majority for passage and, fearing that the meeting would last for quite awhile, Mr. Koivumaki wanted both articles discussed while there were still plenty of voters present. The motion to pull **Article 8** forward passed by majority vote.

Article 8. Poultry and Livestock Zoning Change

BOS member Shawn Winsor moved, with a second from BOS Chair Williams, to amend Section 3.20 Use Regulation Schedule of the Lancaster Zoning By-law in order to allow the keeping of poultry and livestock as a “by right” principal use in the Residential District, on less than five acres or where otherwise not exempted by Section 3 of MGL 40A, by changing the “SP” notation for Item b in Subsection 3.22 Rural Uses to “P”.

Suzanne Hall of Old Common Road spoke in favor of the bylaw, stating that if the bylaw passed, the town could make rules and regulations regarding chicken flocks, inspect the flocks to see that the birds are properly vaccinated, and help with instruction and training. She felt that if the bylaw did not pass, owners of backyard flocks will not be public about ownership and therefore their flocks would not be inspected. She felt that passing the bylaw would promote healthy flocks.

Planning Board Chairman Vic Koivumaki read the PB report on Article 8, which recommended against passage of the article. The PB felt the proposed bylaw was too unrestrictive and instead was willing to recommend to the Zoning Board of Appeals (ZBA) that they consider waiving fees for 4H members to apply for a special permit to have chickens on less than a five acre lot.

Joanne Foster of Center Bridge Road asked for a definition of “livestock” and was told by Mr. Koivumaki that the PB’s interpretation was any type of farm animal. PB member Eugene Christoph added that even imported so-called exotic animals could be considered livestock and that a representative of the state had spoken to the PB about the damage that could occur to the local commercial turkey farm if unhealthy animals were introduced.

Erin DeCoste who owns a goat farm on North Main Street strongly advocated kids being able to have animals and felt that common sense would prevail and that no one would want to have a lot of animals on a small lot. Marietta Poras of Hill Top Road agreed, but felt there should be some limits on lot size. Bill Walsh of Bigelow Gardens said that if facilities were kept clean there should be no problems. John Schumacher-Hardy of Main Street agreed that the local Board of Health and state rules and regulations would be enough to keep small lots clean and sanitary. Heidi Cloutier of Evelyn Place disagreed. She didn’t think most people had much common sense and wondered who would handle any complaints. Town Administrator Orlando Pacheco responded that there was no appeal process for animals unless a bio-security issue existed. Bill Walsh countered that the local Animal Inspector has jurisdiction and does yearly inspections of animals and barns.

After debate was closed, the vote was taken, and **Article 8 failed** by a vote of 66 in favor and 135 opposed. A two-thirds majored was needed for passage. Koivumaki moved to reconsider; reconsideration failed by majority vote.

Article 2. Historic District in Center Village

Shawn Winsor moved and Chris Williams seconded that the Town vote to establish a Local Historic District and adopt a Historic District Bylaw as set forth in the final report of the Historic District Study Committee. Both the final report and the bylaw are available in the Clerk’s Office and online at www.ci.lancaster.ma.us.

Historic District Study Committee (HDSC) member Gene Feher, who lives on Main Street in the proposed district, gave some background on the committee’s work. The study committee, consisting of six members, four of whom are residents of the district, was appointed by the Board of Selectmen two years ago. Feher explained that the Center Village is part of a National Historic District, but that is just an honorary designation. There was nothing to prevent someone from buying a historic house and tearing it down. He also said that studies show that historic districts provide economic benefits to towns in the form of increased property values and the availability of federal and state grant money. One of the first tasks of the HDSC was to survey center village residents. A positive response from two thirds of the residents indicated that they wanted reasonable, moderate protection to the center village. The proposed bylaw would only pertain to exterior architectural features visible from a public way. Landscaping is not affected, nor is usage (single vs. multi-family) or storm windows, color of paint, siding, fencing, etc. The proposed bylaw requires the establishment of a new board of three to five members, at least two of which would have to reside within the district.

Michael Lukaszewicz, who lives on Main Street within the proposed district, said the BOS would have to accept as members people recommended by realtor and architectural organizations and historical commissions. Feher replied that that was a desired makeup of the new board, but was not required. Lukaszewicz then stated that the bylaw was unnecessary because people who buy historic houses would be good stewards and would not tear them down. He felt the bylaw would make it too expensive for homeowners to renovate these historic houses because, for example, they would be required to purchase expensive replacement windows instead of cheaper generic windows. Lukaszewicz did not think having a historic district would increase property values.

Mariette Poras asked what the difference was between a historic house and a historic district, since most of the houses in Center Village are designated as historic houses. Feher responded that the buildings are classified as historic but are not protected if someone wanted to tear them down. Eugene Christoph added that if a historic district were passed, a lot of federal money would be available to maintain the historic buildings in it.

Emily Rose, chair of the Board of Library Trustees, said the library went through an extensive renovation eight years ago and took into account the historic significance of the Center Village and Town Green. As an elected board, she did not want the Trustees to have to cede any authority to a new commission appointed by the Board of Selectmen. Several residents agreed that although the bylaw as written sounded reasonable and moderate, future appointed commission members may make the regulations more stringent. Others felt it reduced their personal freedom and liberty to renovate their own property.

When the vote was taken, 81 residents voted in favor and 130 opposed; **Article 2**, which required a two-thirds majority for passage, **failed**. A vote to reconsider failed by majority.

Article 3. Wetland Protection Bylaw

Jennifer Leone moved, seconded by Chris Williams, that the Town vote to amend the General Bylaws by adopting a Wetland Protection Bylaw as printed in the warrant. Conservation Commission member Cara Sanford read the ConCom's report on Article 3, in which the ConCom recommended approval of the bylaw so that Lancaster's natural resources could be protected and preserved for future generations. Sanford explained that existing homes and businesses are grandfathered under the current state Wetlands Protection Act and that the proposed local bylaw would only apply to new structures and landscaping. Sanford and ConCom member Jean Lidstone then fielded questions from the floor.

Sarah Spencer, Main Street, asked why any appeals would have to be made to the state court instead of the DEP. Lidstone replied that subdivision appeals would go to the state court but appeals on any current buildings or landscaping are not covered under this bylaw so would go to the DEP. She explained that the bylaw allows for home rule and defines things better than the current state law. Sanford added that 60% of the towns in Massachusetts have already passed a similar local bylaw. Lidstone added that the bylaw would require developers to pay higher fees to help protect the wetlands.

David Frawley of Cleverly Cove Road asked about renovations and additions to existing houses; Lidstone repeated that the new bylaw does not apply to existing structures, that those would be covered under the current state law. Don Siver of George Hill Road asked if that meant a new house can't make changes but an older home next door could do whatever they wanted because they were grandfathered? Sanford replied that that was true, but that the bylaw was not that

restrictive even for new houses. Gary Shepard, Main Street, thought the bylaw contained too many loop holes, that the language was ambiguous and too restrictive. He offered his opinion that although the current membership of the ConCom seemed reasonable and able to enforce this bylaw, what happens when future appointed members enforced the bylaw and changed it to their liking. Sanford replied that changes to the bylaw would have to be made by the voters at town meeting, not by members of the ConCom. She added that the proposed bylaw is a model used throughout the state.

It was moved, seconded and voted by majority vote to move the question. **Article 3 passed** by a vote of 79 in favor, 70 opposed. Once approved by the Office of the Attorney General, the bylaw will be managed and enforced by the Conservation Commission.

Article 4. Roadside Memorial Bylaw

Chris Williams moved, seconded by Shawn Winsor, that the Town vote to amend the General Bylaws by adopting a Roadside Memorial Bylaw as printed in the warrant. David Spanagel asked what this bylaw meant and why it was being proposed. DPW Superintendent John Foster replied that the DPW Highway Division wanted some guidelines on when they can pick up roadside memorials that were placed near the spot where someone had been killed in a car accident. **Article 4 passed** unanimously.

Article 5. Stormwater Management Bylaw

Shawn Winsor moved and Chris Williams seconded that the Town vote to amend the General Bylaws by adopting a Stormwater Management Bylaw as printed in the warrant. Vic Koivumaki read the Planning Board's report approving acceptance of the bylaw. The PB held public hearings on August 27, 2007, continued to September 24 and then to October 1. Koivumaki explained that the Environmental Protection Agency (EPA) has mandated that a Stormwater Management Bylaw be in place by May 1st, 2008, requiring developers to submit a stormwater plan when they file a subdivision plan. **Article 5 was approved** unanimously. Once approved by the Office of the Attorney General, the bylaw will be enforced by the Planning Board.

Article 6. Illicit Discharge Bylaw

Jennifer Leone moved, with a second from Chris Williams, that the Town vote to amend the General Bylaws by adopting an Illicit Discharge Bylaw as printed in the warrant. Board of Public Works member Jack Sonia reported that the Planning Board held a hearing on August 27, 2007, which was continued to September 24 and then to October 1; the Planning Board's report, supporting adoption of the bylaw, is on file in the Clerk's Office. Sonia further explained that the Environmental Protection Agency (EPA) has mandated that an Illicit Discharge Bylaw be in place by May 1st, 2008, prohibiting both businesses and residents from discharging contaminants into Lancaster's municipal storm drain system. **Article 6 passed** unanimously. Once approved by the Office of the Attorney General, the bylaw will be managed and enforced by the Board of Public Works.

Article 7. Dump Truck for the DPW Highway Division

Chris Williams moved, and Shawn Winsor seconded, that the town transfer from account 0100-900-5301-2201 (Vehicle/Property/Liability Insurance) to Capital account 3000-422-5820-2008 (Highway Dump Truck) \$48,000 to be expended by the Board of Public Works for the purchase

of a new dump truck with snow plow attachments. John Wojciak stated that the FinCom supported this article. Voter Joanne Foster of Center Bridge Road questioned why the request was not in the capital plan at the May Annual Town Meeting, and why the funding source wasn't free cash. Mr. Wojciak replied that it had been deleted from the ATM warrant so the DPW would have more time to decide what kind of vehicle they wanted. He said that free cash was currently being audited and was therefore unavailable for use. Mr. Pacheco added that insurance costs were coming in under budget, so there was money available in that account. The Article **passed** by majority vote.

There being no further business, Moderator Starr adjourned the Special Town Meeting at 9:45 p.m.

5TH CONGRESSIONAL SPECIAL STATE PRIMARY

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

SS.

To either of the Constables of the Town of Lancaster

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the Special State Primaries to vote at

Precinct 1 & 2
(insert precinct numbers)

Town Hall, 695 Main Street
(insert polling locations)

on **TUESDAY, THE FOURTH OF SEPTEMBER, 2007**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State Primaries for the candidates of political parties for the following office:

REPRESENTATIVE IN CONGRESS. . . . 5th DISTRICT

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 20th day of August, 2007.
(month)

Christopher Williams, Chairman

Shawn S. Winsor

Jennifer B. Leone

Selectmen of: Lancaster
(Town)

Posting
(Indicate method of service of warrant.)

Constable (month and day), 2007.
(Warrant must be posted at least *seven days prior* to September 4, 2007.)

5TH CONGRESSIONAL SPECIAL STATE PRIMARY Results

The polls were opened at 7 a.m. by Warden Rita Ford. Serving at the polls were Inspectors Thomas Morris, Norma McCarty, Frank MacGrory, Joan Mitchell, Marilyn Chambers, Henry Richter, Elizabeth Narbonne, Leslie Montague, Frederick Martin, Leonard Kelley, Kathy Suits, Frank Mitchell, Susan Smiley, Claire Griffiths, Carol Barnes, Tally Warden Chester L. Locke, Jeanne Rich and Tally Clerks Susan Polansky and Kathy Suits. Carol Barnes and June Sheridan served as Election Clerks.

DEMOCRATIC PARTY

REPRESENTATIVE IN CONGRESS		Pct 1	Pct 2	Total
Eileen M. Donoghue		20	41	61
James B. Eldridge		118	90	208
Barry R. Finegold		5	9	14
James R. Miceli		2	9	11
Nicola S. Tsongas		36	84	120
All Others				0
Blanks				0
TOTAL VOTES		181	233	414

REPUBLICAN PARTY

REPRESENTATIVE IN CONGRESS		Pct 1	Pct 2	Total
Jim Ogonowski		29	36	65
Thomas P. Tierney		15	18	33
All Others				0
Blanks			1	1
TOTAL VOTES		44	55	99

WORKING FAMILIES PARTY

REPRESENTATIVE IN CONGRESS		Pct 1	Pct 2	Total
All Others				0
Blanks				0
TOTAL VOTES		0	0	0

GREEN-RAINBOW PARTY

REPRESENTATIVE IN CONGRESS		Pct 1	Pct 2	Total
All Others				0
Blanks				0
TOTAL VOTES		0	0	0

TOTAL VOTES CAST	225	288	513
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COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

To either of the Constables of the Town of LANCASTER

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the Special State Election to vote at

Town Hall, 695 Main Street
(insert polling locations)

To cast their votes in the Special State Election for the candidates for the following office:

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Jennifer Leone

Posting
(Indicate method of service of warrant.)

_____, 2007.
Constable (month and day)

151

5th CONGRESSIONAL SPECIAL STATE ELECTION
October 16, 2007
Election Results

The polls were opened at 7 a.m. by Warden Rita Ford. Serving at the polls were Inspectors Thomas Morris, Norma McCarty, Frank MacGrory, Joan Mitchell, Marilyn Chambers, Henry Richter, Joy Peach, Leslie Montague, Frederick Martin, Leonard Kelley, Kathy Suits, Frank Mitchell, Susan Smiley, Claire Griffiths, Carol Barnes, Tally Warden Chester L. Locke, Jeanne Rich and Tally Clerks Susan Polansky and Kathy Suits. Carol Barnes and June Sheridan served as Election Clerks.

REPRESENTATIVE IN CONGRESS	Pct 1 - Total	Pct 2 - Total	TOTAL
JIM OGONOWSKI	172	266	438
NICOLA S. TSONGAS	252	286	538
KURT HAYES	13	26	39
PATRICK O. MURPHY	3	9	12
KEVIN J. THOMPSON	1	11	12
All Others	0	0	0
Blanks	0	0	0
TOTAL	441	598	1,039

XII. FINANCIAL REPORTS

BOARD OF ASSESSORS

<u>YEAR</u>	<u>VALUATION</u>	<u>TO BE RAISED</u>	<u>TAX RATE</u>
2005	702,927,000.00	9,953,446.33	14.16
2006	807,118,800.00	10,928,388.55	13.54
2007	842,710,500.00	11,604,123.58	13.77
2008	888,905,740.00	12,124,674.30	13.64
MONEY APPROPRIATED AT TOWN MEETING			\$15,524,404.00
TAX TITLE			10,000.00
DEBT & INTEREST CHARGES			-0-
CHERRY SHEET OFFSET			10,316.00
OVERLAY DEFICITS			-0-
SNOW REMOVAL			-0-
STATE & COUNTY ASSESSMENT			115,338.00
CURRENT OVERLAY			131,398.30
GROSS AMOUNT TO BE RAISED			\$15,791,456.30
MONEY RECEIVED FROM THE STATE/FEDERAL SOURCES			\$1,194,980.00
LOCAL ESTIMATED RECEIPTS			\$1,571,500.00
ENTERPRISE FUND			\$ 730,302.00
REVENUE FROM OTHER SOURCES			\$ 170,000.00
TOTAL REDUCTIONS			\$3,666,782.00
		VALUE	TAX
ASSESSED VALUATION (REAL ESTATE)		873,025,220	11,908,064.01
ASSESSED VALUATION (PERSONAL PROPERTY)		15,880,520	216,610.29
SUPPLEMENTAL TAX COMMITTED FISCAL YEAR 2007			\$13,862.18
<u>AMOUNT COMMITTED TO TAX COLLECTOR</u>			
REAL PROPERTY			\$11,908,064.01
PERSONAL PROPERTY			216,610.29
SEWER BETTERMENT LIEN			149,970.73
SEWER BETTERMENT INTEREST			192,678.98
SEWER USAGE <u>LIENS</u>			-0-
TOTAL SEWER			\$ 342,649.71
SEPTIC LOAN PROGRAM			
PRINCIPLE			3,865.98
<u>INTEREST</u>			2,948.45
TOTAL SEPTIC LOAN PRGRAM			6,814.43

EXEMPTION GRANTED UNDER CHAPTER 59, SECTION 5, CLAUSE 22,22A,22B,22E,
VETERANS - CLAUSE 37, CLAUSE 17D, SURVIVING SPOUSE.

TOTAL AMOUNT FOR FISCAL 2008	\$21,150.00
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ELDERLY PERSONS OVER 65 YEARS QUALIFIED UNDER CHAPTER 59, SECT 5, CLAUSE 41C

TOTAL AMOUNT FOR FISCAL 2008	\$40,000.00
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ELDERLY WORK PROGRAM FISCAL 2008	\$ 8,313.50
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EXCISE TAX COMMITMENT MADE IN 2007 TO THE TAX COLLECTOR

2005.....	\$ 5,304.33
2006.....	\$ 11,698.45
2007.....	\$798,152.09

EXCISE TAX ABATEMENT MADE IN 2007

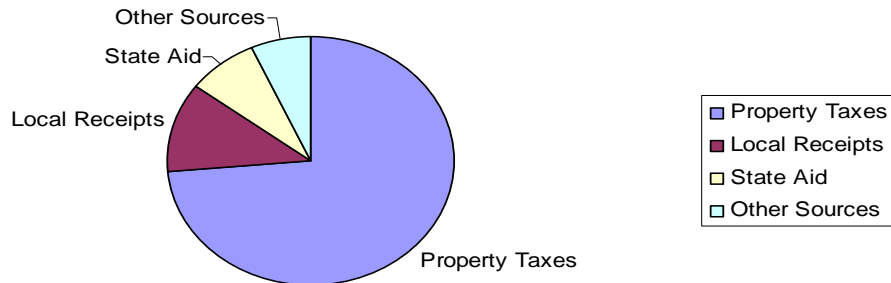
2005.....	\$ 393.23
2006.....	\$ 4,224.18
2007.....	\$23,478.50

FINANCIAL REPORTS

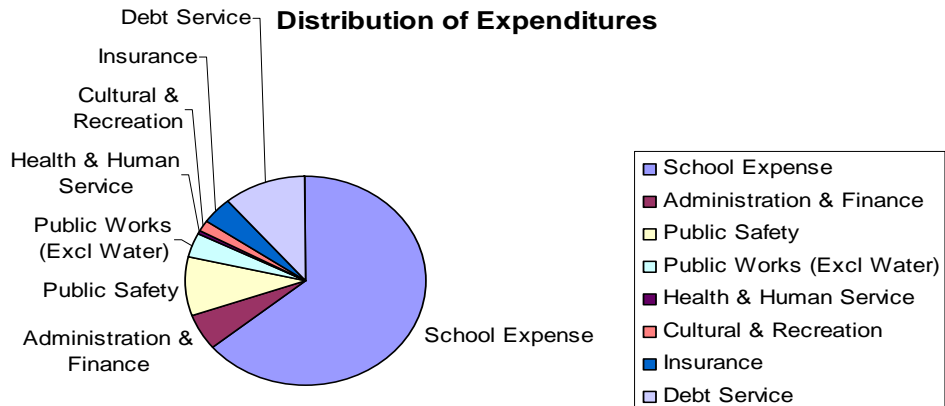
Fiscal Year 2007

July 1, 2006 - June 30, 2007

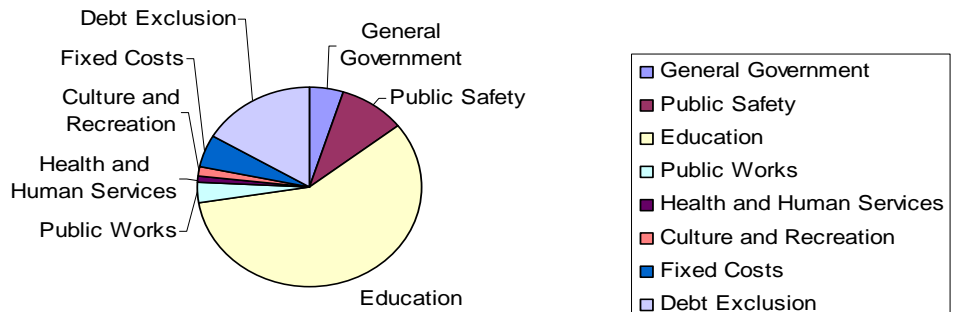
Source of Revenue



Distribution of Expenditures



Tax Rate Breakdown



General Government	\$0.688
Public Safety	\$1.299
Education	\$7.978
Public Works	\$0.487
Health and Human Services	\$0.090
Culture and Recreation	\$0.230
Fixed Costs	\$0.737
Debt Exclusion	\$2.212
TOTAL OPERATING BUDGET LEVY	\$11.509
TOTAL TAXES LEVIED	\$13.77

REPORT OF THE TREASURER/COLLECTOR

The Treasurer/Collector's office is a member of the Finance Department, staffed by one full-time employee -- the Treasurer/Collector -- and two part time staff. The office is responsible for tax, assessment and general billings and collections, and cash management.

Tax related duties and responsibilities focus on billing and collecting of real estate, personal property, motor vehicle excise and water usage fees. More than **19,890** tax, **1,760** Demand, and **7,000** water bills were mailed out resulting in over 14.2 million dollars in revenues. Other tax related responsibilities include the processing of over **277** municipal lien certificates, tax refunds and the collection of delinquent taxes through tax takings and deputy collector services.

In addition to its tax related duties and responsibilities, the office is also responsible for receiving moneys from the Town's many departments, processing of payment checks for the Town expenditures, maintaining and reconciling over **68** bank and investment accounts, investing Town funds, borrowing short and long term funds, and distributing payroll checks and related taxes and benefits for more than 120 Town employees.

Bonds issued during the year were:

Date Amount Term Interest Rate

June 20, 2007 \$ 1,748,000.00 20 years 4.308665%

Short-term notes were issued as follows:

\$2,556,810@ 3.82%

\$2,556,810@ 4%

\$2,556,810@ 3.75%

\$4,304,810@ 3.740%

TREASURER'S CASH REPORT

General Fund	3,276,641
Chapter 90	(139,789)
Cemetery Sale of Lots	3,992
Wetland Fund	21,799
Town Grants	298,107
Town Gifts and Revolving Accounts	179,170
Insurance Reimbursements	14,053
Capital Projects	1,164,854
Trust Funds	693,331
Expendable Interest	71,324

Water Enterprise Fund	189,826
Stabilization	950,378
Agency	253,785

Cash Balance - June 30, 2007	\$ 6,977,471
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GENERAL FUND REVENUES AND OTHER FINANCING SOURCES

A.Taxes		
4110	Personal Property Taxes	209,544
4120	Real Estate Taxes	11,402,985
4150	Excise Taxes	736,679
4179	Penalties and Interest	81,688
4180	In Lieu of Taxes	49,873
4199	Other Taxes	7,127
	A. TOTAL TAXES (NET OF REFUNDS)	12,487,896
	B. Charges for Services/Other Departmental Revenues	
4243	Parking Charges	1,940
4370	Other Department Revenue	162,801
	B. TOTAL CHARGES FOR SERVICES/ OTHER DEPARTMENTAL REVENUES	164,741
	C. Licenses, Permits and Fees	
4322	Fees Retained from Tax Collection	41,082
4400	Licenses and Permits	169,568
	C. TOTAL LICENSES, PERMITS AND FEES	210,650
	D. Federal Revenue	
4580	Unrestricted - Through the State	1,341
	D. TOTAL FEDERAL REVENUE	1,341
4600	E. TOTAL REVENUES FROM STATE	1,279,191

	F. Revenues From Other Governments	
4695	Court Fines	17,205
4720	Received From the County for Services Performed	46,633
	F. TOTAL REVENUES FROM OTHER GOVERNMENTS	63,838
4750	G. TOTAL SPECIAL ASSESSMENTS	1,148,660
	I. Miscellaneous Revenues	
4800	Miscellaneous Revenues	27,466
4820	Earnings on Investments	88,308
	I. TOTAL MISCELLANEOUS REVENUES	115,774
	TOTAL GENERAL FUND REVENUES	15,472,091
	TOTAL GENERAL FUND REVENUES AND OTHER FINANCING SOURCES	15,472,091
	K. Interfund Operating Transfers	
4975	Transfers from Enterprise Funds	87,169
	K. TOTAL INTERFUND OPERATING TRANSFERS	87,169
	TOTAL GENERAL FUND REVENUES, OTHER FINANCING SOURCES, AND INTERFUND OPERATING TRANSFERS	15,559,260

REPORT OF THE TOWN ACCOUNTANT

BALANCE SHEET - JUNE 30, 2007

GENERAL FUND

	ASSETS	
Operating Cash		3,276,641.17
Accounts Receivable:		
Taxes:		
Personal Property		
Prior Years	11,980.56	
Levy of 2002	3,708.73	
Levy of 2003	3,642.52	
Levy of 2004	4,401.49	
Levy of 2005 -	3,855.26	
Levy of 2006	2,771.98	
Levy of 2007	<u>503.73</u>	30,864.27
Real Estate		
Levy of 2003	19.84	
Levy of 2004	3,922.02	
Levy of 2005	37,184.28	
Levy of 2006	49,313.03	
Levy of 2007	<u>272,983.38</u>	<u>363,422.55</u>
		394,286.82
Provision for Overlay - 2003	(49,857.99)	
Provision for Overlay - 2004	(42,729.71)	
Provision for Overlay - 2005	(40,864.85)	
Provision for Overlay - 2006	(26,968.55)	
Provision for Overlay - 2007 -	<u>(30,183.42)</u>	(190,604.52)
Tax Liens Receivable		201,623.87
Tax Foreclosure		(224,006.44)
Chapter 61A	6,085.75	
Rollback Conveyance Tax	(8,065.04)	(1,979.29)
Motor Vehicle & Trailer Excise:		
Prior Year Levies	5,214.39	
Levy of 2002	6,100.53	
Levy of 2003	7,962.41	
Levy of 2004	8,063.07	
Levy of 2005	16,901.20	
Levy of 2006	31,886.84	
Levy of 2007	<u>132,272.22</u>	208,400.66
Other Excise	3,415.72	3,415.72
Departmental:		
Ambulance Receivable	239,036.86	<u>239,036.86</u>
Total Assets		<u>3,906,814.85</u>
LIABILITIES AND FUND BALANCES		
Liabilities		
Warrants Payable		184,094.36
Accrued Payroll		83,257.17
Tailings		15,807.73
Deferred Revenue		
Real Estate/Personal Property Tax	203,682.01	
Deferred Tax Liens	201,623.87	
Deferred Revenue Tax Forclosures	(224,006.44)	
Deferred Revenue Chapter 61A/Conveyance	(1,979.29)	
Motor Vehicle Excise Taxes	215,261.94	
Deferred Revenue Other Excise	3,840.72	
Departmental Ambulance	<u>239,036.86</u>	
Subtotal - Deferred Revenue		637,459.67
Other Liabilities -		
Total Liabilities		<u>920,618.93</u>
Fund Balance Reserved for Debt		1,180,337.68
Undesignated Fund Balance		<u>1,766,858.54</u>
Total Liabilities and Fund Balances		<u>3,906,815.15</u>

**Town of Lancaster
FY2007 Budget to Actual**

BUDGET COST CENTER COST CENTER DETAIL	FY2007 Level Service Requested	FY07 Fall STM Approved	FY07 FINCOM TRANS	FY07 ACTUAL	FY2007 VARIANCE
EXPENDITURES					
Town Meeting - Total Expenses	2,000	2,000	0	995	1,005
Selectmen - Salaries & Wages	111,895	111,895	3,057	114,952	0
Selectmen - Elected Wages	0	0	0	0	0
Selectmen - Operating Expenses	15,530	15,530	0	15,530	0
Prior Year Unpaid Bills	0	0	0	0	0
Selectmen Total	127,425	127,425	3,057	130,482	0
Finance Committee - Wages	0	0	0	0	0
Finance Committee - Expenses	182	182	0	165	17
Finance Committee Total	182	182	0	165	17
Department of Finance and Budget - Wages	251,930	251,930	4274	253,049	3,155
Department of Finance and Budget - Expenses	78,920	78,920	0	73,460	5,460
Department of Finance and Budget - Audit	18,000	18,000	0	14,000	4,000
Department of Finance and Budget Total	348,850	348,850	4,274	340,509	12,615
Town Counsel - Total Expenses	45,000	45,000	0	36,008	8,992
Personnel Board - Total Expenses	345	345	0	199	146
Town Clerk - Salaries & Wages	59,430	59,430	0	55,015	4,415
Town Clerk - Elected Wages	0	0	0	0	0
Town Clerk - Expenses	3,700	3,700	0	3,381	319
Town Clerk Total	63,130	63,130	0	58,396	4,734
Elections & Registration - Salaries & Wages	4,800	4,800	0	3,746	1,054
Elections & Registration - Expenses	5,700	5,700	0	5,638	62
Elections & Registration Total	10,500	10,500	0	9,384	1,116
Community Dvlpmnt & Planning - Salaries & Wages	53,435	53,435	5,281	58,716	0
Community Development & Planning - Expenses	10,275	10,275	0	9,922	353
Montachusett Regional Planning Commission	1,504	1,504	0	1,503	1
Community Development & Planning Total	65,214	65,214	5,281	70,141	354

Town Hall/Public Buildings - Salaries & Wages	46,425	46,425	0	45,218	1,207
Town Hall/Public Buildings - Expenses	37,325	37,325	0	37,325	0
Town Hall/Public Buildings Total	83,750	83,750	0	82,543	1,207
Central Telecommunications - Total Expenses	32,310	32,310	1,744	35,731	(1,677)
Total General Govt Regular Salaries & Wages	527,915	527,915	12,612	530,696	9,831
Total General Government Elected Wages	0	0	0	0	0
Total General Government Operating Expenses	231,287	231,287	1,744	218,354	14,677
Total General Government Other Program Expenses	19,504	19,504	0	15,503	4,001
TOTAL GENERAL GOVERNMENT	778,706	778,706	14,356	764,553	28,509
PERCENT INCREASE OVER PRIOR YEAR	3.92%	3.92%	0.00%		

PUBLIC SAFETY					
Police Department - Salaries & Wages	658,635	658,635	5,900	664,535	0
Police Department - Expenses	111,705	111,705	0	110,560	1,145
Police Department - Equipment Replacement	0	0	0	0	0
Police Department Total	770,340	770,340	5,900	775,095	1,145
Fire Department - Salaries & Wages	210,735	210,735	0	205,776	4,959
Fire Department - Expenses	92,178	92,178	4,495	96,672	1
Fire Department Total	302,913	302,913	4,495	302,448	4,960
Ambulance Department - Salaries & Wages	62,145	62,145	0	63,600	(1,455)
Ambulance Department - Expenses	48,882	48,882	0	47,405	1,477
Ambulance Department Total	111,027	111,027	0	111,005	22
Inspectional Services - Salaries & Wages	87,925	87,925	0	86,391	1,534
Inspectional Services - Expenses	7,500	7,500	0	5,582	1,918
Inspectional Services Total	95,425	95,425	0	91,973	3,452
Animal Control - Salaries & Wages	8,599	8,599	0	8,599	0
Animal Control - Expenses	7,505	7,505	0	6,111	1,394
Animal Control Total	16,104	16,104	0	14,710	1,394
Communications Department - Salaries & Wages	168,494	168,494	6,500	174,994	0
Communications Department - Expenses	5,700	5,700	0	4,299	1,401
Communications Department Total	174,194	174,194	6,500	179,293	1,401
Field Driver - Salaries & Wages	0	0	0	0	0

Public Safety Fuel Expenses (Re-assigned to DPW)	0	0	0	0	0
Total Public Safety Regular Salaries & Wages	1,196,533	1,196,533	12,400	1,203,894	5,039
Total Public Safety Expenses	273,470	273,470	4,495	270,629	7,336
Total Public Safety Capital Outlay	0	0	0	0	0
TOTAL PUBLIC SAFETY	1,470,003	1,470,003	16,895	1,474,523	12,375
PERCENT INCREASE OVER PRIOR YEAR	5.57%	5.57%	0.00%		
EDUCATION					
Minuteman Regional High School Assessment	593,180	593,180	0	593,179	1
Minuteman Regional High School Total	593,180	593,180	0	593,179	1
Nashoba Regional Schl District Operating Assessment	7,286,094	7,286,094	0	7,286,094	0
Nashoba Regional High School Debt Assessment	219,715	219,715	0	219,715	0
Nashoba Regional Deficit Bond Payment	159,467	159,467	0	159,467	0
Nashoba Regional School District Total	7,665,276	7,665,276	0	7,665,276	0
EDUCATION TOTAL	8,258,456	8,258,456	0	8,258,455	1
PERCENT INCREASE OVER PRIOR YEAR	6.24%	6.24%	0.00%		
PUBLIC WORKS SERVICES					
DPW - Administration - Salaries & Wages	66,215	66,215	0	66,214	1
DPW - Administration - Elected Wages	0	0	0	0	0
DPW - Administration - Expenses	3,868	3,868	0	3,218	650
DPW - Administration Total	70,083	70,083	0	69,432	651
DPW - Highway Division - Salaries & Wages	122,811	160,883	0	156,590	4,293
DPW - Highway Division - Expenses	92,576	92,576	0	90,660	1,916
DPW - Highway Division - Public Safety Fuel	39,182	39,182	0	41,097	(1,915)
DPW - Highway Division Total	254,569	292,641	0	288,347	4,294
DPW - Highway Safety - Expenses	11,271	11,271	0	11,489	(218)
DPW - Catch Basin Cleaning	0	0	0	0	0
DPW - Roadway Repairs & Maintenance	5,000	5,000	0	5,000	0
DPW - Stormwater Management	18,000	18,000	0	17,779	221
DPW - Cemetery Division - Salaries & Wages	21,376	44,750	0	44,750	0
DPW - Cemetery Division - Expenses	33,273	33,273	0	32,847	426
DPW - Cemetery Division Total	54,649	78,023	0	77,597	426
Snow Removal - Salaries & Wages	37,144	37,144	0	22,701	14,443

Snow Removal - Expenses	28,817	28,817	11,670	54,929	(14,442)
Snow Removal Total	65,961	65,961	11,670	77,630	1
Street Lighting - Salaries & Wages	0	0	0	0	0
Street Lighting - Expenses	10,000	10,000	0	10,000	0
Street Lighting Total	10,000	10,000	0	10,000	0
Total Public Works Services Reg. Salaries & Wages	247,546	308,992	0	290,255	18,737
Total Public Works Services Elected Wages	0	0	0	0	0
Total Public Works Services Expenses	202,805	202,805	11,670	225,922	(11,447)
Total Public Works Services Fuel	39,182	39,182	0	41,097	(1,915)
TOTAL PUBLIC WORKS SERVICES	489,533	550,979	11,670	557,274	5,375
PERCENT INCREASE OVER PRIOR YEAR	-13.45%	-2.59%	0.00%		
HEALTH & HUMAN SERVICES					
Board of Health - Salary & Wages	28,500	28,500	754	29,254	0
Board of Health - Elected Wages	0	0	0	0	0
Board of Health - Expenses	2,575	2,575	0	1,935	640
Board of Health - Nashoba Health District	21,224	21,224	0	21,224	0
Board of Health - Nashoba Nursing Service	7,540	7,540	0	7,540	0
Board of Health - Landfill Monitoring	9,000	9,000	0	9,000	0
Board of Health Total	68,839	68,839		68,953	640
Animal Inspector - Salary & Wages	0	0	0	0	0
Animal Inspector - Expenses	0	0	0	0	0
Animal Inspector Total	0	0	0	0	0
Council on Aging - Salary & Wages	13,390	13,390	0	12,076	1,314
Council on Aging - Expenses	6,200	6,200	0	3,947	2,253
Council on Aging - Montachusett Home Care	600	600	0	600	0
Council on Aging - Meals on Wheels	1,500	1,500	0	1,500	0
Council on Aging Total	21,690	21,690		18,123	3,567
Veterans' Services - Salary & Wages	6,165	6,165	0	6,165	0
Veterans' Services - Expenses	1,200	1,200	0	10,126	(8,926)
Veterans' Services Total	7,365	7,365	0	16,291	(8,926)
Commission on Disability - Expenses	325	325	0	17	308
W.H.E.A.T. Community Services	3,000	3,000	0	3,000	0

Total Health & Human Services Reg. Salary & Wages	48,055	48,055	754	47,495	1,314
Total Health & Human Services Elected Wages	0	0	0	0	0
Total Health & Human Services Expenses	10,300	10,300	0	16,025	(5,725)
Total Health & Human Services Non-Operating Exp.	42,864	42,864	0	42,864	0
HEALTH & HUMAN SERVICES TOTAL	101,219	101,219	754	106,384	(4,411)
PERCENT INCREASE OVER PRIOR YEAR	-2.98%	-2.98%	0.00%		
CULTURE & RECREATION					
Thayer Memorial Library - Salary & Wages	150,936	150,936	0	150,936	0
Thayer Memorial Library - Expenses	85,567	85,567	1,119	86,685	1
Thayer Memorial Library Total	236,503	236,503	1,119	237,621	1
Recreation Committee - Salary & Wages	10,366	10,366	0	10,366	(0)
Recreation Committee - Expenses	3,480	3,480	0	3,208	272
Recreation Committee Total	13,846	13,846	0	13,574	272
Historical Commission - Salary & Wages	6,714	6,714	0	6,714	0
Historical Commission - Expenses	2,295	2,295	0	1,865	430
Historical Commission Total	9,009	9,009	0	8,579	430
Memorial Day - Expenses	850	850	0	659	191
Total Culture & Recreation Regular Wages	168,016	168,016	0	168,016	(0)
Total Culture & Recreation Expenses	92,192	92,192	1,119	92,417	894
TOTAL CULTURE & RECREATION SERVICES	260,208	260,208	1,119	260,433	893
PERCENT INCREASE OVER PRIOR YEAR	3.69%	3.69%	0.00%		
FIXED COSTS					
FRINGE BENEFITS					
F.I.C.A. (Medicare)	25,000	25,000	0	25,675	(675)
Worker's Compensation Insurance Premiums	17,861	23,326	0	26,908	(3,582)
Unemployment Premium Payment	25,881	26,495	0	6,739	19,756
Group Health & Life Insurance Premiums	510,000	510,000	0	517,832	(7,832)
Accident Insurance Premiums (Police & Fire)	25,398	25,398	0	24,838	560
Annuity to dependents of Firemen (G.L. c.32 s.89)	1,200	1,200	0	1,200	0
TOTAL FRINGE BENEFITS	605,340	611,419	0	603,192	8,227
INSURANCE					
Property & Casualty/Motor Vehicle	108,215	113,415	0	107,235	6,180
Law Enforcement Liability	10,681	10,681	0	7,074	3,607

Public Official Liability	8,537	8,537	0	8,537	0
TOTAL INSURANCES	127,433	132,633	0	122,846	9,787
TOTAL FIXED COSTS	732,773	744,052	0	726,038	18,014
PERCENT INCREASE OVER PRIOR YEAR	11.94%	13.67%	0.00%		
RESERVE FUND					
Reserve Fund	90,000	90,000	(44,793)	0	45,207
DEBT SERVICE					
Library Expansion - BAN Principal	0	0		0	0
New Police Station Bond Principal	25,000	25,000	0	25,000	0
New Police Station Bond Interest	16,569	16,569	0	16,569	0
New Elementary School Bond Principal	695,000	695,000	0	695,000	0
New Elementary School Bond Interest	779,668	779,668	0	779,668	0
Middle School Renovation BAN Interest	24,000	24,000	0	123,831	(99,831)
Other Short Term Interest	2,000	2,000	0	4,022	(2,022)
Short-Term Borrowing Bank Service Charges	1,000	1,000	0	8,421	(7,421)
DEBT SERVICE TOTAL	1,543,237	1,543,237	0	1,652,510	(109,273)

Town of Lancaster
Final FY08 Operating Budget

BUDGET COST CENTER	FY2006	FY2007	FY2008
COST CENTER DETAIL	ACTUAL	BUDGET	BUDGET
EXPENDITURES			
Town Meeting - Total Expenses	1,729	2,000	5,000
Selectmen - Salaries & Wages	106,398	111,895	122,626
Selectmen - Elected Wages	0	0	0
Selectmen - Operating Expenses	49,089	15,530	49,395
Selectmen Total	155,487	127,425	172,021
Finance Committee - Wages	0	0	0
Finance Committee - Expenses	401	182	500
Finance Committee Total	401	182	500
Department of Finance and Budget - Wages	232,677	251,930	255,644
Department of Finance and Budget - Expenses	90,598	78,920	82,005
Department of Finance and Budget - Audit	18,000	18,000	20,000
Department of Finance and Budget Total	341,275	348,850	357,649
Town Counsel - Total Expenses	30,469	45,000	45,000
Personnel Board - Total Expenses	230	345	345
Technology Department - Total Expenses			69,698
Town Clerk - Salaries & Wages	49,418	59,430	58,948
Town Clerk - Expenses	3,176	3,700	3,875
Town Clerk Total	52,594	63,130	62,823
Elections & Registration - Salaries & Wages	1,270	4,800	6,400
Elections & Registration - Expenses	5,302	5,700	8,050
Elections & Registration Total	6,572	10,500	14,450
Community Development & Planning - Salaries & Wages	61,243	53,435	68,685
Community Development & Planning - Expenses	11,489	10,275	10,580

Montachusett Regional Planning Commission	1,467	1,504	1,540
Community Development & Planning Total	74,199	65,214	80,805
Town Hall/Public Buildings - Salaries & Wages	43,692	46,425	47,583
Town Hall/Public Buildings - Expenses	40,863	37,325	40,700
Town Hall/Public Buildings Total	84,555	83,750	88,283
Central Telecommunications - Total Expenses	36,128	32,310	0
Total General Government Regular Salaries & Wages	494,698	527,915	559,886
Total General Government Elected Wages	0	0	0
Total General Government Operating Expenses	269,473	231,287	315,148
Total General Government Other Program Expenses	19,467	19,504	21,540
TOTAL GENERAL GOVERNMENT	783,638	778,706	896,574
PERCENT OF OPERATING BUDGET	6.69%	6.35%	6.64%
PERCENT INCREASE OVER PRIOR YEAR	7.07%	-0.63%	15.14%
PUBLIC SAFETY			
Police Department - Salaries & Wages	632,648	658,635	706,383
Police Department - Expenses	106,697	111,705	119,985
Police Department - Equipment Replacement	0	0	0
Police Department Total	739,345	770,340	826,368
Fire Department - Salaries & Wages	181,451	210,735	220,151
Fire Department - Expenses	106,347	92,178	92,098
Fire Department Total	287,798	302,913	312,249
Ambulance Department - Salaries & Wages	66,525	62,145	63,388
Ambulance Department - Expenses	36,199	48,882	45,327
Ambulance Department Total	102,724	111,027	108,715
Inspectional Services - Salaries & Wages	78,838	87,925	89,814
Inspectional Services - Expenses	5,712	7,500	7,500
Inspectional Services Total	84,550	95,425	97,314
Animal Control - Salaries & Wages	5,191	8,599	9,029
Animal Control - Expenses	3,939	7,505	7,980

Animal Control Total	9,130	16,104	17,009
Communications Department - Salaries & Wages	166,111	168,494	177,777
Communications Department - Expenses	2,825	5,700	5,800
Communications Department Total	168,936	174,194	183,577
Field Driver - Salaries & Wages	0	0	0
Public Safety Fuel Expenses (Re-assigned to DPW)	0	0	0
Total Public Safety Regular Salaries & Wages	1,130,764	1,196,533	1,266,542
Total Public Safety Expenses	261,719	273,470	278,690
Total Public Safety Capital Outlay	0	0	0
TOTAL PUBLIC SAFETY	1,392,483	1,470,003	1,545,232
PERCENT OF OPERATING BUDGET	11.89%	12.00%	11.44%
PERCENT INCREASE OVER PRIOR YEAR	12.76%	5.57%	5.12%
EDUCATION			
Minuteman Regional High School Assessment	688,374	593,180	539,318
Minuteman Regional High School Total	688,374	593,180	539,318
PERCENT OF TOTAL BUDGET	5.16%	4.30%	3.59%
Nashoba Regional School District Operating Assessment	6,841,421	7,286,094	7,947,291
Nashoba Regional High School Debt Assessment	156,732	219,715	219,715
Nashoba Regional Deficit Bond Payment	150,186	159,467	159,467
Nashoba Regional School District Total	7,148,339	7,665,276	8,326,473
PERCENT OF TOTAL BUDGET	53.61%	55.56%	55.40%
EDUCATION TOTAL	7,836,713	8,258,456	8,865,791
PERCENT OF OPERATING BUDGET	66.91%	67.40%	65.65%
PERCENT INCREASE OVER PRIOR YEAR	-1.06%	5.38%	7.35%
PUBLIC WORKS SERVICES			
DPW - Administration - Salaries & Wages	64,600	66,215	0
DPW - Administration - Elected Wages	0	0	0
DPW - Administration - Expenses	5,731	3,868	0
DPW - Administration Total	70,331	70,083	0

DPW - Highway Division - Salaries & Wages	149,994	160,883	199,235
DPW - Highway Division - Expenses	71,825	92,576	111,351
DPW - Highway Division - Public Safety Fuel	46,219	39,182	46,220
DPW - Highway Division Total	268,038	292,641	356,806
DPW - Highway Safety - Expenses	10,982	11,271	11,271
DPW - Catch Basin Cleaning	0	0	0
DPW - Roadway Repairs & Maintenance	1,545	5,000	5,000
DPW - Stormwater Management	17,199	18,000	18,000
DPW - Cemetery Division - Salaries & Wages	44,856	44,750	112,402
DPW - Cemetery Division - Expenses	32,794	33,273	36,319
DPW - Cemetery Division Total	77,650	78,023	148,721
Snow Removal - Salaries & Wages	29,854	37,144	37,144
Snow Removal - Expenses	78,784	28,817	39,509
Snow Removal Total	108,638	65,961	76,653
Street Lighting - Salaries & Wages	239	0	0
Street Lighting - Expenses	10,983	10,000	10,000
Street Lighting Total	11,222	10,000	10,000
Total Public Works Services Regular Salaries & Wages	289,543	308,992	348,781
Total Public Works Services Elected Wages	0	0	0
Total Public Works Services Expenses	229,843	202,805	231,450
Total Public Works Services Fuel	46,219	39,182	46,220
TOTAL PUBLIC WORKS SERVICES	565,605	550,979	626,451
PERCENT OF OPERATING BUDGET	4.83%	4.50%	4.64%
PERCENT INCREASE OVER PRIOR YEAR	4.47%	-2.59%	13.70%
HEALTH & HUMAN SERVICES			
Board of Health - Salary & Wages	27,322	28,500	29,720
Board of Health - Elected Wages	0	0	0
Board of Health - Expenses	3,636	2,575	3,275
Board of Health - Nashoba Health District	20,625	21,224	21,244
Board of Health - Nashoba Nursing Service	7,320	7,540	7,540
Board of Health - Landfill Maintenance	21,069	9,000	9,000

Board of Health Total	79,972	68,839	70,779
Council on Aging - Salary & Wages	9,733	13,390	13,658
Council on Aging - Expenses	406	6,200	6,400
Council on Aging - Montachusett Home Care	600	600	600
Council on Aging - Meals on Wheels	1,500	1,500	2,000
Council on Aging Total	12,239	21,690	22,658
Veterans' Services - Salary & Wages	6,165	6,165	6,165
Veterans' Services - Expenses	7,214	1,200	1,250
Veterans' Services Total	13,379	7,365	7,415
Commission on Disability - Expenses	325	325	175
W.H.E.A.T. Community Services	3,000	3,000	3,000
Total Health & Human Services Regular Salary & Wages	43,220	48,055	49,543
Total Health & Human Services Elected Wages	0	0	0
Total Health & Human Services Expenses	11,581	10,300	11,100
Total Health & Human Services Non-Operating Expenses	54,114	42,864	43,384
HEALTH & HUMAN SERVICES TOTAL	108,915	101,219	104,027
PERCENT OF OPERATING BUDGET	0.93%	0.83%	0.77%
PERCENT INCREASE OVER PRIOR YEAR	39.93%	-7.07%	2.77%
CULTURE & RECREATION			
Thayer Memorial Library - Salary & Wages	143,485	150,936	156,576
Thayer Memorial Library - Expenses	85,363	85,567	87,968
Thayer Memorial Library Total	228,848	236,503	244,544
Recreation Committee - Salary & Wages	10,417	10,366	10,573
Recreation Committee - Expenses	1,899	3,480	3,480
Recreation Committee Total	12,316	13,846	14,053
Historical Commission - Salary & Wages	6,580	6,714	6,840
Historical Commission - Expenses	2,324	2,295	2,295
Historical Commission Total	8,904	9,009	9,135

Memorial Day - Expenses	887	850	900
Total Culture & Recreation Regular Wages	160,482	168,016	173,989
Total Culture & Recreation Expenses	90,473	92,192	94,643
TOTAL CULTURE & RECREATION SERVICES	250,955	260,208	268,632
PERCENT OF OPERATING BUDGET	2.14%	2.12%	1.99%
PERCENT INCREASE OVER PRIOR YEAR	6.83%	3.69%	3.24%
FIXED COSTS			
FRINGE BENEFITS			
F.I.C.A. (Medicare)	24,935	25,000	27,186
Worker's Compensation Insurance Premiums	18,784	23,326	24,492
Unemployment Premium Payment	25,790	26,495	26,548
Group Health & Life Insurance Premiums	434,017	510,000	581,102
Accident Insurance Premiums (Police & Fire)	25,090	25,398	25,000
Annuity to dependents of Firemen (G.L. c.32 s.89)	1,200	1,200	1,200
TOTAL FRINGE BENEFITS	529,816	611,419	685,528
County Assessment (County Tax - G.L. c. 35, ss. 30-31)			8,718
Air Pollution Districts (GL. c.111, ss 142B-142C)			1,767
RMV Non-Renewal Surcharge (G.L. c. 90; c.60A)			5,420
Mass. Bay Transit Authority (G.L. c. 161A, ss. 8 & 9)			24,150
Regional Transit Authority (G.L. c. 161B, ss.9,10,23)			26,782
County Retirement (G.L. c.32, s.22 (7)(c)(ii))	184,335		217,312
TOTAL ASSESSMENTS			284,149
INSURANCE			
Property & Casualty/Motor Vehicle	103,749	113,415	115,000
Law Enforcement Liability	11,691	10,681	10,000
Public Official Liability	9,344	8,537	13,500
TOTAL INSURANCES	124,784	132,633	138,500
TOTAL FIXED COSTS	654,600	744,052	1,108,177
PERCENT OF OPERATING BUDGET	5.59%	6.07%	8.21%
PERCENT INCREASE OVER PRIOR YEAR	18.50%	13.67%	48.94%

RESERVE FUND			
Reserve Fund	120,000	90,000	90,000
PERCENT OF OPERATING BUDGET	1.02%	0.73%	0.67%
TOTAL OPERATING BUDGET	11,712,911	12,253,624	13,504,885
PERCENT INCREASE OVER PRIOR YEAR	3.07%	4.62%	10.21%
DEBT SERVICE			
Library Expansion - BAN Principal	0	0	0
New Police Station Bond Principal	25,000	25,000	25,000
New Police Station Bond Interest	17,444	16,569	15,569
New Elementary School Bond Principal	665,000	695,000	730,000
New Elementary School Bond Interest	792,831	779,668	751,868
Middle School Renovation BAN Interest	112,100	24,000	0
Other Short Term Interest	0	2,000	2,000
Short-Term Borrowing Bank Service Charges	8,200	1,000	1,000
DEBT SERVICE TOTAL	1,620,575	1,543,237	1,525,436
PERCENT OF TOTAL BUDGET	13.84%	12.59%	11.30%
PERCENT INCREASE OVER PRIOR YEAR	7.27%	-4.77%	-1.15%
TOTAL BUDGET APPROPRIATED	13,333,486	13,796,861	15,030,321
PERCENT INCREASE OVER PRIOR YEAR	3.56%	3.48%	8.94%
CAPTIAL REQUESTS EXCLUDING WATER			
See Capital Request List			585,214
TOTAL BUDGET APPROPRIATED			15,615,535
FUNDING BREAKDOWN	2006	2007	2008
Total from Raise and Appropriate		14,477,286	15,641,924
Transfer from Water Fund		87,169	99,880
Overlay surplus used			0
Capital plan expenses			
Total Revenue Sources		14,564,455	15,741,804

DONATION FORM

The Lancaster Historical Commission appreciates the generosity of persons interested in furthering historical work for the Town as expressed through bequests or outright gifts. Such gifts serve as a memorial and also enable the Commission to perpetuate the pursuits of keeping alive the knowledge and appreciation of the history of Lancaster.

Bequests should be left in proper legal form, as prepared by a lawyer, or following the general bequest form suggested as follows:

I give, devise and bequeath to the Lancaster Historical Commission the sum of \$_____ to be used at the discretion of said Commission. Or a specific purpose may be indicated: _____

Signature

Print Name

Address

Please Tear Out and Mail to:

Lancaster Historical Commission
PO Box 351
Lancaster MA 01523

**BOARD OF SELECTMEN
Lancaster MA**

**CITIZENS ACTIVITY RECORD/REQUEST
“Good Government Starts with You”**

If you are interested in serving on an appointed town committee, please tear out this form, fill it out and mail to: Board of Selectmen, Town Hall, PO Box 293, Lancaster MA 01523. The filling out of this form in now way assures an appointment. All committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity. A list of permanent and ad hoc committees whose members are appointed by the Board of Selectmen is shown on the back of this form.

Name:_____Home Phone:_____Work/Cell Phone:_____

Address:_____Amt. of Time Available:_____

Interest in these Committees: (see list on back):_____

Present Business Affiliation and Work:_____

Business Experience: _____

Education or Special Training:_____

Date Appointed

Town Offices Held

Term Expired

Remarks: _____

LANCASTER COMMITTEES
Appointed by the Board of Selectmen

If you are interested in serving on one of the committees listed below when a vacancy occurs, please fill out the form on the reverse side, tear this sheet out and mail it in.

Permanent Standing Committees

Animal Control Commission	Historic District Study Committee
Board of Appeals	Historical Commission
Board of Assessors	Local Education Fund Committee
Board of Registrars of Voters	Memorial Day Committee
Cable TV Advisory Committee	Personnel Board
Commission on Disability	Property Disposal Committee
Conservation Commission	Recreation Committee
Cultural Council	Taxation Aid Committee
Employee Insurance Advisory Committee	Town Forest Committee

Ad-Hoc Committee

Town Green Buildings Advisory Committee