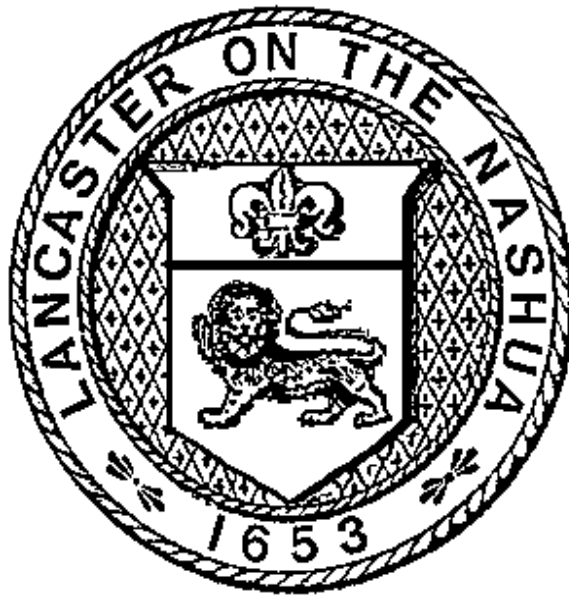


TOWN OF LANCASTER

MASSACHUSETTS



ANNUAL REPORT

OF

OFFICERS & COMMITTEES

2008

# Town of Lancaster

## 2008 Annual Report

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# IN MEMORIAM

EDMUND E. PANNI  
APRIL 29, 1925 – MARCH 15, 2008  
PLANNING BOARD

RALPH A. SLEEPER  
MARCH 14, 1917 – MARCH 27, 2008  
COUNCIL ON AGING VOLUNTEER  
SENIOR VAN DRIVER

ETHEL E. WHITNEY  
MAY 2, 1945 – SEPTEMBER 18, 2008  
COUNCIL ON AGING VAN DRIVER

WILLIAM A. KILBOURN  
FEBRUARY 3, 1933 – SEPTEMBER 23, 2008  
ELECTION WORKER  
ELECTION WARDEN  
FENCE VIEWER  
HISTORICAL COMMISSION  
MEASURER OF WOOD & BARK



## Lancaster's Town Hall Turned 100 Years Old in 2008

From the incorporation of Lancaster in 1653 to the beginning of the 19th century, one building served for both religious and secular purposes. Called a "meeting house," Lancaster had four buildings with that title



until the Bulfinch Church was erected in 1816, to serve as "The Fifth Meeting House." At

that time the separation of church and state was becoming an issue throughout the country, and Lancaster's town fathers decided to use the fourth meeting house, built in 1748, for conducting the town's business, and to keep the new church strictly for religious purposes. This arrangement worked well "except at such times as frigid weather drove the assembled citizens to more comfortable accommodations, sometimes sought in the village tavern."

In April 1823, the town appointed a committee to see about constructing a new town hall. In typical Yankee fashion, the new building utilized some of the timbers from the old fourth meeting house, near which it was erected. This building, finally finished in 1848, served for many years as "the scene of every phase of civic activity in our town." Eventually, it proved to be too

small and to have other problems, such as poor acoustics.

In 1907, wishing to do something significant to honor their father, Nathaniel Thayer Jr. (son of The Rev. Nathaniel Thayer), the four Thayer brothers – Nathaniel III, Eugene Van Rensselaer, Bayard and John Eliot – decided to provide the town with a new town house as a memorial to their father. The building committee were the selectmen, who chose A. W. Longfellow as architect, L.L. Willicut Sons of Boston as contractors, and George L. Elwell of Hyde Park as superintendent of construction.

Ground was broken August 8, 1907. Thirteen months later, September 10, 1908, on what would have been Nathaniel Thayer Jr.'s 100th birthday, a gala dedication ceremony was held. The event was "attended by a crowded house which filled both the auditorium floor and the balcony," and included many members of the Thayer family and dignitaries from town governments throughout Massachusetts. After the speeches, the Boston Symphony Orchestra entertained, first from the balcony, and later on the lawn where refreshment tables had been set up.

An interesting description of Lancaster's new state-of-the-art town hall appeared in the September 11, 1908 edition of The Boston Globe:

The building is 119 feet long and 60 feet wide, is colonial in design, being built of New Hampshire water struck brick, laid Flemish bond, with white marble trimmings, two stories in height with hip roof surmounted by a balustrade running between the chimneys. The main entrance on the north side is approached by a flight of granite of which is supported by four steel, high. The main entrance is flanked on be used as auxiliaries as occasion may vestibule which is 9x32. The walls are laid with mercer tiles. There are three



composite steps to a portico, the roof wood encased, pillars, about 28 feet either side by casement doors that can require and also lead into the finished in cairn stone and the floor entrances leading directly into the

auditorium; over the middle of these is a marble tablet, inscribed "Erected to the Memory of Nathaniel Thayer by his Sons, A.D. 1907."

At the west (right) side of the vestibule swinging doors lead to the west corridor where are located the women's and men's dressing rooms, also the entrances to the auditorium, and to stairs leading to the gallery and to the town offices.

The east door leads to the lobby from which the stage is reached, also stairs leading to the second floor. The auditorium is 45 feet wide and 52 feet long, its height is 28 feet from the floor to the groined ceiling; the walls are painted a light green and the woodwork white; all doors are finished in mahogany.

Light is provided from the south by five large windows surmounted by five round windows. Windows in the balcony provide light from the outside. The hall will be lighted at night by four electrolers suspended from the ceiling, 14 sets of bracket lamps in the balcony. The electric fixtures from special designs and are all of dull in corridors being suspended from chains throughout the building, with the regulated from two switchboards, one located to the left of the stage and the other in the lobby.



on the side walls and 5 sets of lamps throughout the building were made finish brass, the electrolers and lights of solid brass. The lighting system exception of the basement, is

Although the building is considered fireproof in every particular, fire protection is supplied by stand-pipes located in the corridors at each end of the building and provided with four-inch hose.

The hall is heated from radiators placed directly under each window and screened from view by grill work, also from registers placed over the north entrances which also may provide cold air when wanted.

On the main floor birch seats stained to mahogany have been provided for 342 persons. The flooring with few exceptions is entirely of maple; the finish is slashed red oak.

The stage is at the east (left) end of the hall and is 20 feet wide and 20 feet deep. The proscenium arch is 20 feet by 17 feet and in its center is carved the seal of the Town of Lancaster. There is an asbestos curtain and the main curtain is green scenery and two drops. Light is obtained from three lights each, red, white and blue, and two sets of props are handled from the second floor corridor that Dressing rooms are provided on either side of the lavatories. Opposite the hall on the west corridor are the women's and men's dressing rooms, each 18x18.



the Town of Lancaster. There are three sets of foot-lights, of twelve border lights. The curtains and opens upon the stage. stage, in the rear of which are

The balcony is 65 feet long and 11 feet wide and is reached by stairways that lead to each end and will accommodate about 150 people.

The selectmen's room is on the second floor, west, and is 25 feet long and 35 feet wide. The room is equipped with two vaults, each eight feet square, that contain steel cases and drawers for preserving the town records and papers. There are side wall cabinets to hold supplies.

Banquets may be held in the balcony as provision has been made whereby a dummy elevator runs from the kitchen in the basement to the corridor to the left of the stage and leading directly to the balcony.

A corridor in the east end of the basement leads into the kitchen, boiler room, coat room and lavatory, sloyd [industrial arts] room and a storeroom. The kitchen is equipped with a range, china and linen closets, pantry and large soap-stone sink. The storeroom has several closets for the unfinished work of the



sloyd class, a closet for the sealer of weights and measures, and the main switchboard of the lighting systems.

The sloyd room has lockers, blackboards, and a teacher's desk, also the benches that were removed from the old school.

The boiler room is 25 feet wide and 55 feet long and two boilers provide direct and indirect heat for the building. A small heater will provide hot water when the boilers are not in use.

The walls have been whitened and in closets on the same are the necessary tools for the janitor. The coal room is under the portico and it is estimated that it will hold 150 tons.

At the west end of the basement is located the domestic science department which is provided with a kitchen 25 feet square and a room 20 feet square that will be used as a dining-room and sewing-room. The kitchen contains a range and twelve electric stoves that are controlled by individual switches, Tile-topped tables are provided for cooking utensils. Lockers are placed in the dining-room and in the corridor leading to the kitchen. The basement which is built of granite composite is considered by experts, who have visited the work, as the best in this country. Convenient storage is also found in two large attics.

Over the past century the town hall has seen many different ceremonies, celebrations and entertainments. Use of the space, particularly that in the basement, has changed over time. But the town hall remains, in the words of Town Administrator Orlando Pacheco, "a classic and classy...overall reflection of the town."

*-Joy F. Peach*



100<sup>th</sup> Birthday Cake

Clinton Item Photo

Photo of former Town Hall provided by Lancaster Historical Commission  
Town Hall in winter photo by Charlotte LeBlanc  
Photos of interior of Town Hall by Kathleen Griffin



# I. GENERAL INFORMATION

## Elected Town Officials and Committees

POSITION/ BOARD/COMMITTEE	NAME	TERM EXPIRATION
<b>Moderator</b>	David I. Spanagel	May, 2009
<b>Board of Selectmen</b>	Christopher J. Williams Jennifer B. Leone John P. Sonia	May, 2009 May, 2010 May, 2011
<b>Board of Public Works</b>	John J. King, Jr. John P. Sonia Douglas A. DeCesare	May, 2009 May, 2010 May, 2011
<b>Board of Health</b>	Robert L. Baylis Vera B. Davis Stephen Piazza	May, 2009 May, 2010 May, 2011
<b>Board of Library Trustees</b>	Stephanne J. Fiori John C. Schumacher-Hardy Frank S. Streeter Michael J. Lukaszewicz Frank T. MacGrory Emily J. Rose	May, 2009 May, 2009 May, 2010 May, 2010 May, 2011 May, 2011
<b>Planning Board</b>	Francis G. Sullivan, Jr. Victor A. Koivumaki Jeanne G. Rich John J. King, Jr. Philip F. Lawler	May, 2009 May, 2010 May, 2011 May, 2012 May, 2013
<b>Finance Committee</b>	James J. Piermarini James E. Riley, Jr. Janet M. Baylis Walter F. Sendrowski John J. Wojciak	May, 2009 May, 2009 May, 2010 May, 2010 May, 2011
<b>Housing Authority</b>	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**

Donald E. Adams  
Monica V. CampoBasso  
Meledath Govindan

May, 2009  
May, 2010  
May, 2011

<b>Officers Appointed Annually by the Board of Selectmen</b>
--

<b>POSITION/TITLE</b>	<b>NAME</b>	<b>TERM EXPIRATION</b>
Animal Control Officer	Phyllis A Tower	6/30/2009
Animal Inspector (Barn Book)	Phyllis A. Tower	4/30/2009
Building Inspector - Alternate	Roderick M. Thurston	6/30/2009
Emergency Management Director	John T. Fleck	None
Environmental Coordinator	Jean E. Lidstone	6/30/2009
Fence Viewer	William A. Kilbourn	6/30/2009
Keeper of the Lockup	Kevin D. Lamb	6/30/2009
Keeper of the Town Pound	<b>Vacant</b>	
MART Advisory Board Designee	Arthur Levesque	6/30/2009
Measurer of Wood & Back	Joseph A. Quinn	6/30/2009
M.J.T.C. Representative	Noreen Piazza	6/30/2009
M.R.P.C. Alternate Representative	Eugene C. Christoph	6/30/2009
Sealer of Weights & Measures	Joseph A. Quinn	6/30/2009
Town Counsel	Kopelman & Paige, P.C.	6/30/2009
Veterans' Agent	Michele Marino	3/31/2009
Veterans' Agent - Alternate	<b>Vacant</b>	6/30/2009
Veterans' Burial Agent	D. Susan Thompson	6/30/2009
Veterans' Grave Officer	<b>Vacant</b>	

<b>Officers Appointed to Multi-Year Terms by the Board of Selectmen</b>
---

<b>POSITION/TITLE</b>	<b>NAME</b>	<b>TERM EXPIRATION</b>
Bldg Commissioner & Zoning Officer	Richard J. Pauley (resigned 6/19/08)	06/30/2008
Bldg Commission & Zoning Agent	Peter M. Munro (appointed 11/3/08)	06/30/2012
Collector-Treasurer	Charlotte LeBlanc	06/30/2011
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	8/30/2010
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	None
Police Chief	Kevin D. Lamb	12/31/2009
Town Administrator	Orlando Pacheco	06/30/2011
Town Clerk	D. Susan Thompson	2/21/2010

## Boards and Commissions Appointed by the Board of Selectmen

BOARD/COMMISSION	MEMBERS	TERM EXPIRATION
Agricultural Commission	Kurt Schuffels	06/16/2009
	Eric Jakubowicz	06/16/2010
	Susan V. Miner	06/16/2010
	Peter Jakubowicz	06/16/2011
	David C. Kilbourn	06/16/2011
	Maria C. Moreira ( <i>Alternate</i> )	06/16/2011
Animal Control Commission	Rita DiStefano-French ( <i>Resigned 3/24/08</i> )	11/15/2008
	Erin M. DeCoste	11/15/2011
	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
	Kelly E. Quill	03/20/2011
Board of Appeals	Eugene C. Christoph	06/30/2009
	Scott Miller	06/30/2011
	Jeanne G. Rich	06/30/2012
	Sarah E. Gulliver	06/30/2013
	David K. Stadtherr	06/30/2013
	Robert Marshall (Alt)	06/30/2009
	Francis G. Sullivan Jr. (Alt.)	06/30/2010
	John P. Parsons (Alt)	06/30/2011
Board of Assessors	Cynthia K. Bradbury	06/30/2009
	Michael Burke	10/02/2009
	Roger P. Hart	05/10/2010
Board of Registrars	John A. Ranieri	04/01/2009
	Cecilia E. Thurlow	04/01/2010
	D. Susan Thompson	02/21/2010
	Anna C. DiPietro	04/01/2011
Cable TV Advisory Committee	Christopher T. Detsikas	none
	Tony Jacobs	none
	Robert Kadlec	none
Commission on Disability	Rose-Marie Bissonnette	09/06/2009
	Kathleen Suits ( <i>Resigned 11/17/2008</i> )	09/06/2009
	Moiria A. Wilmont	02/01/2009
	Marilyn Chambers	09/06/2010
	Lawrence R. Schultz	09/06/2010
	Peter M. Munro (Advisor)	none

Conservation Commission	Thomas J. Early	06/30/2009
	Peter J. Farmer	06/30/2009
	Thomas G. Kennedy ( <i>resigned 4/22/08</i> )	06/30/2009
	Jean Lidstone	06/30/2009
	<i>(Full member from Assoc 5/19/08 to fill Thomas Kennedy vacancy)</i>	
	Mark C. Melican	06/30/2010
	Cara Sanford	06/30/2010
	John T. Ledoux ( <i>resigned 12/01/08</i> )	06/30/2010
	Ruth Anderson	06/30/2010
	<i>(Full member from Assoc to fill John Ledoux vacancy)</i>	
	Ara L. Tyler	06/30/2010
	Theodore Manning (Assoc)	06/30/2010
	Alexandra W. Turner (Assoc)	06/30/2010
Council on Aging	Mary J. MacLean	06/30/2009
	Claire Griffiths	06/30/2009
	Roger R. Melanson ( <i>Resigned 09/22/2008</i> )	06/30/2009
	Maryalice Frain	06/30/2010
	Marjorie F. Corbley-Whittier	03/30/2010
	<i>(Resigned 10/06/2008)</i>	
	Mary G. Vincent	06/30/2011
	Claudia Hull ( <i>Resigned 11/17/2008</i> )	06/30/2011
	Robert L. Baylis (ex officio)	none
Cultural Council	Joan I. Mitchell (ex officio)	none
	Henry A. Richter (ex officio)	none
	Judith V. Arnold ( <i>Resigned 01/07/2008</i> )	02/14/2008
	Charlene D. Cabral	05/22/2009
	Sandy R. Altucher	09/11/2009
	Stanley B. Starr, Jr.	09/11/2009
	Jill Nowak ( <i>Resigned 10/20/2008</i> )	07/02/2010
	Rachel M. Vanasse	12/17/2010
	Nicole C. Glover	08/25/2011
Elderly and Disabled Taxation Fund Committee	Joy F. Peach	08/25/2011
	Roger P. Hart (ex officio)	none
Historic District Study Committee	Charlotte LeBlanc (ex officio)	none
	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	Elizabeth W. Colley	06/30/2009
	Imogene W. Watson	06/30/2009
	Joy F. Peach	06/30/2010
	Sally M. Rouleau	06/30/2010
	William A. Kilbourn <i>(Passed away 9/23/08)</i>	06/30/2010
	David W. Knott <i>(Resigned 10/20/2008)</i>	06/30/2011
	Heather L. Lennon	06/30/2011
	<i>(Appt. 12/15/2008 to fill David Knott vacancy)</i> Michael S. Sczerzen	06/30/2011
Memorial Day Committee	Cheryl A. Bartlett	06/30/2008
	Ann P. Fuller	06/30/2008
	Jennifer Lapen	06/30/2008
	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	John S. Craite	06/30/2009
	Lucinda J. McLaughlin	06/30/2011
Property Disposal Committee	Jennifer Leone	none
	Michael S. Sczerzen	none
	John Wojciak	none
Recreation Committee	Joseph G. Kennedy	06/30/2009
	Stephen Mudgett	06/30/2009
	Joan I. Mitchell	06/30/2011
	Henry A. Richter	06/30/2011
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.) <i>(Resigned 8/6/08)</i>	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
	Sally Rouleau (Historical Comm. Rep.)	none
	Paul G. Hull(First Church Rep.)	none



<h2 style="text-align: center;">Other Town &amp; School Department Officials</h2>
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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 A. Foster, II	Apptd by DPW Board
Supt of Schools (Minuteman)	Dr. Edward A. Bouquillon	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 Bolton Fair is now held at the Fairgrounds on Route 117 in Lancaster every year. In 2009 the fair will be held in August. 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.



At a Special Town Meeting in 2006, voters designated the American Elm as the official tree of the Town of Lancaster.



## **II. GENERAL GOVERNMENT**

### **Board of Selectmen**

The Board of Selectmen is pleased to present its Annual Report for the calendar year 2008.

The Board wishes to thank Shawn Winsor for his service to the Town. Shawn's term expired on May 12, 2008 after the Annual Town Election. John "Jack" P. Sonia of 333 Old Common Road was elected in a vote of 219 to 197.

The Board re-organized for the 2008-2009 session following the Annual Town Election. Selectman Christopher J. Williams was elected Chairman, Jennifer B. Leone was elected Clerk, and John P. Sonia served as Third Member.

### **Acknowledgements**

Throughout 2008, 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:

### **Permanent Standing Committees**

Agricultural Commission  
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  
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  
Fire/Ambulance Study Group

Open Space and Recreation Committee

### **Fiscal Year 2009 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

worked hard to craft a budget that was designed to meet all goals and objectives.

### **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 2009 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,

### **Town Meetings**

#### **May 5, 2008 Annual Town Meeting**

The Board called the Annual Town Meeting for Monday, May 5th to act on 22 Warrant Articles, many of which were to consider routine Town business including adopting the Town's FY-2009 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 create an Agricultural Commission, Codify the Towns General and Zoning By-Laws, amend the Personnel By-Law, and accept Oetman Way as a public way.

The budget adopted at Town Meeting was \$15,849,123 for Fiscal Year 2009.

Donald Adams, Monica CampoBasso, and Meledath (Mel) Govindan. The final assessment for the Town of Lancaster to the Nashoba Regional School District was \$8,707,572.00. The Board, Finance Committee, and School Committee also started the process, through a feasibility study, to look into an expansion to the Mary Rowlandson School.

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

The Town voted to enter into a Preservation Restriction Agreement on the Prescott Building to support a future grant application and approved a zoning amendment that would define and allow in-law apartments. The meeting closed with the approval of some financial transfers to the stabilization fund and the Water Retained Earning Account.



A special presentation was made to Mrs. Mildred Lewis, Lancaster's oldest living citizen, who turned 104 on May 7. Board of Selectmen Chairman Christopher Williams and Historical Commission Chairman Michael Sczerzen on behalf of the Historical Society presented the Boston Post Cane and replica pin to Mrs. Lewis, and then led the audience in singing Happy Birthday to her. *(Clinton Item Photo)*

### **October 6, 2008 Special Town Meeting**

The Board called the Special Town Meeting to act on 15 articles. The Town adopted a Flexible Development By-Law and an Environmental Controls By-Law. The Town also voted to accept MGL Chapter 43D, the Expedited Permitting Law and designated Ascetic Hill Park and the Lancaster Technology Park areas and Priority Development sites. In an effort to create an additional affordable housing unit, the Town authorized the purchase of 32 Carter Street for \$1.00 and to dispose of the property. The employee wage schedule was also increased by 2% effective January 1,

2009. In exchange for the increase, employees were required to pay more of their health insurance premiums.

Town Meeting also approved spending monies from the stabilization fund to make improvements to the building on the Town Green, and to connect municipal building to the sewer system. There was also an appropriation of \$19,000 made to cover the expenses of the Conservation Agent. Additional improvements were also authorized for the South Engine House.

### **Staffing**

The Year 2008 had some staff changes within the Town Hall. Richard Pauley resigned as the Building Commissioner. Peter Munro was hired to replace him in September. Mary Frost was hired for the

position of Assistant Treasurer/Collector to replace Pam Green, who stepped down in December of 2007. Donna Traylor was hired to the position of Financial Assistant, replacing Mary Frost.

### **Collective Bargaining**

The Board executed collective bargaining agreements with the MASSCOP Local 203 representing the police officers and

MASSCOP Local 203A, representing the dispatchers. Both were three year agreements expiring in 2011.

### **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 2008**

<b>License Type</b>	<b>Issued To</b>	<b>Business Address</b>
Auctioneer - Annual	Insurance Auto Auctions Corp.	1424 Lunenburg Rd., Lancaster, MA
Automatic Amusement Device (Monday – Saturday)	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Rd., Lancaster, MA
Automatic Amusement Device Sundays	N.E. Fun Centers, Inc. d/b/a Roll- on-America	90 Duval Rd., Lancaster, MA
Roller Skating Rink (Monday-Saturday)	N.E. Fun Centers, Inc. d/b/a Roll- on-America	90 Duval Rd., Lancaster, MA
Roller Skating Rink Sundays	N.E. Fun Centers, Inc. d/b/a Roll- on-America	90 Duval Rd., Lancaster, MA
Automobile Dealer – Class 1	Norm Wagner Automotive, Inc., Inc.	700 Old Union Tnpk., Lancaster, MA
Automobile Dealer – Class 2	Crawford Truck Sales, Inc.	2176 Main St. Lancaster, MA
Automobile Dealer – Class 2	Diamond Hill Sales	59 Main St., 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 Rd., Lancaster, MA
Automobile Dealer – Class 2	JTM Auto Body d/b/a Lancaster Auto Sales, Inc.	164 High St. Ext., Lancaster, MA
Automobile Dealer – Class 2	Route 117 Used Auto Parts, Inc.	2176 Main St. Lancaster, MA
Automobile - Class 2	Norm Wagner Automotive, Inc.	700 Old Union Tnpk., Lancaster, MA
Automobile – Class 3	Nationwide Auto Recycling, Inc.	1410 Lunenburg Rd., Lancaster, MA
Automobile – Class 3	Route 117 Used Auto Parts, Inc.	2176 Main St., 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 St., Lancaster, MA
Collector of Junk	Nationwide Auto Recycling, Inc.	1410 Lunenburg Rd., Lancaster, MA
Food & Beverage Dispensing to Members Sterling National Country Club	Michael McGuillicuddy, Mgr.	33 Albright Rd., Sterling, MA
Common Victualler	Michael A. Gleason d/b/a Michael’s Bridge Diner	56 Main St., Lancaster, MA

Common Victualler	Lancaster Golf Training Center, LP	438 Old Union Tnpk., Lancaster, MA
Common Victualler	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Rd., Lancaster, MA
Common Victualler	Eric & Jennifer Macellari, d/b/a Sandee's Restaurant	162 Main St., Lancaster, MA
Common Victualler	Trolley Stop Pizzeria, Inc.	18A Prescott St., So. Lancaster,
Common Victualler	Norm Wagner Automotive, Inc.	700 Old Union Tnpk., Lancaster, MA
Innholder & Common Victualler	Charlotte E. Creighton d/b/a College Town Bed & Breakfast	12 Old Common Rd., Lancaster, MA
Lunch Cart @ Bartlett Pond	Michael Murphy	473 Union St., Leominster, MA
Sunday Entertainment Folk Festival 8/10/08 @ Pierce Homesead 153 Packard St., Lancaster, MA	Denise Hurley for Nashua River Valley Folk Festival	102 Bolton Rd., Lancaster, MA
Public Amusement & Exhibition Weekdays for Carnival on 9/18, 19 & 20/08 @ 1340 Lunenburg Rd.	Lancaster Market Place, LLC	1340 Lunenburg Rd., Lancaster, MA
Public Amusement & Exhibition (Sundays) for carnival on 9/21/08 @ 1340 Lunenburg Rd.	Lancaster Market Place, LLC	1340 Lunenburg Rd., Lancaster, MA
Public Amusement & Exhibition Weekdays 9/18, 19, & 20/08 for Carnival @ 1340 Lunenburg Rd.	Fanelli Amusement Co.	123 NH Route 119, Rindge, NH
Public Amusement & Exhibition (Sunday) for Carnival on 9/21/08 @ 1340 Lunenburg Rd.	Fanelli Amusement Co.	123 NH Route 119, Rindge, NH
Public Amusement & Exhibition Weekdays 9/25, 26 & 27/08 Agricultural Fair @ 318 Seven Bridge Rd.	The Bolton Fair, Inc.	P.O. Box 154, Bolton, MA
Public Amusement & Exhibition (Sunday) 9/28/08 Agricultural Fair @ 318 Seven Bridge Rd.	The Bolton Fair, Inc.	P.O. Box 154, Bolton, MA
Public Amusement & Exhibition (Sunday) 9/28/08 Rides & Amusements @ 318 Seven Bridge Rd.	Dean & Flynn, Inc., d/b/a Fiesta Shows	15 Pine St., Seabrook, NH
Public Amusement & Exhibition (Sunday) 9/28/08 Rides & Amusements @ 318 Seven Bridge Rd.	Dean & Flynn, Inc., d/b/a Fiesta Shows	15 Pine St., Seabrook, NH
Sunday Entertainment (flea market)	Lancaster Market Place, LLC	1340 Lunenburg Rd., Lancaster, MA
Sunday Entertainment on 7/22/08 Circus @ 1340	Walker Bros. Circus	3618 Webber St., Sarasota FL



Lunenburg Rd, Lancaster, MA		
Sunday Entertainment - Antique & Hot Rod Car Show on 9/7/08 @ 318 Seven Bridge Rd.	Ty-Rods Club, Inc.	P.O. Box 645, Hopkinton, MA
Sunday Entertainment – Snowmobile Show on 10/4/08 @ 318 Seven Bridge Rd.	Easy Riders Snowmobile Club.	51 West St., Berlin, MA

### **Planning for the Future**

In the next year the Board of Selectmen are looking to accomplish some of the following tasks: Continuing the design for the Five Corners and Main Street/Seven Bridge Road Intersections, finalizing plans to Redevelop the vacant school buildings on the Town Green, and continuing to pursue additional grant funding to supplement our public services.

The Board will also work with the Conservation Commission and the Department of Fish and Game to build a new Boat Launch, install a new sewer line on Duval Road, complete a Re-use Study of the Landfill. The Board will also work with neighboring towns to create a permanent Household Hazardous Waste Facility at Devens, as well as deal with the many additional fiscal challenges in the foreseeable future.

This past year was busy with the completion of a new ten-year Cable License with

Comcast, the purchase and disposition of 32 Carter Street, the adoption of new stormwater and wetlands bylaws, with regulations. The Town was also able to surplus three parcels of land located on Brockelman Road, Hilltop Road, and Narrow Lane. The Town was also able to adopt the Commonwealth's new expedited permitting law, MGL Chapter 43D.

The Board also received grants for Thermometer Exchanges from the Department of Environmental Protection, and an Underground Storage Tank Grant from the Department of Revenue. The Landfill Re-Use Study is being funded by a grant from the North Central Massachusetts Development Corporation.

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 assistance of Representative Harold P. Naughton, Jr., Representative James B. Eldridge, and Senator Robert A. Antonioni, for their work on behalf of the Town. We would like to thank Senator Antonioni for his service to Lancaster throughout his legislative career. His work and dedication

was appreciated. The Board looks forward to working with Jennifer Flanagan of Leominster, who was elected to fill his seat. The Board would also like to congratulate James "Jaime" Eldridge on his election to the State Senate. We look forward to continue working with Senator Eldridge in the future. Jennifer Benson of Lunenburg

was elected to fill his seat in the House of Representatives.

The upcoming legislative session has a number of bills related to municipal finance

### **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

Christopher J. Williams *Chairman*  
Jennifer B. Leone *Clerk*  
John P. Sonia *Member*

### **Cable Advisory Committee**

The Cable Advisory Committee had a very active and successful year. It was recommended to the Board of Selectmen that a hearing be held to find Comcast in breach of their existing license with the Town of Lancaster. The closure of the Community Access Studio in Clinton was the main reason for the breach hearing. On April 28<sup>th</sup> the Board of Selectmen held a

and administration. We thank them for their continued support in the advocacy of issues important to The Town of Lancaster and its residents.

this Board and all Town departments and boards is acknowledged and respected.

The Board would like to thank Eleston Simons for his time and energy to televise Board of Selectmen meetings. His 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.

hearing, where Comcast was found in breach of their license. Comcast offered to resolve the issue permanently in the new license that was to be issued in the coming months. Comcast also offered media and programming classes free of charge to Lancaster residents as part of the compromise.

The Committee, working with the Town Administrator, had started the Ascertainment process in negotiating a new ten-year cable license with Comcast of Massachusetts. In February the Town Administrator issued a "Request for Proposals" on behalf of the Committee. Comcast of Massachusetts was the only respondent. The Committee also retained the legal services of William Solomon to negotiate on behalf of the Town. The Committee, along with Mr. Pacheco and Mr. Solomon, continued to negotiate with Government Affairs Representatives from Comcast throughout 2008.

## **Fire-Ambulance Study Committee**

On January 7<sup>th</sup>, 2008 the Lancaster Board of Selectmen voted to create the Fire-Ambulance Study Group, an ad-hoc committee reporting to the Finance Committee. The Committee, made up of five individuals, was charged with evaluating the current independent operations of the Lancaster Fire Department and Lancaster Ambulance Department. Upon completion of their work the Study Group would issue recommendations on improvements to the delivery of life safety services in the community.

Working over several months, the Study Group reviewed a number of documents, reports, and studies, as well as interviewed the following officials:

- John Fleck, Lancaster Fire Chief
- Kevin Lamb, Lancaster Police Chief
- Everett Moody, Lancaster Ambulance Captain
- Francine Moody, Lancaster IMC Administrator
- Kathy Pierce, Lancaster Dispatch Supervisor
- Joe Maruca, West Barnstable Fire Chief

Effective December 23, 2008 the Town had a new ten-year Cable License with Comcast. The license called for two Public Access channels, shared percentages of gross annual revenues, capital payments and franchise fees. The license would also have cable hookups to various municipal buildings and schools. The future efforts of the Committee will focus on setting up a Cable Access Corporation and finalizing plans for a studio for public, educational, and government access.

Christopher Detsikas & Robert Kadlec  
Cable Advisory Committee

- Ed McNamara, Regional Director  
Central Massachusetts Emergency

On August 25<sup>th</sup>, 2008 the Fire-Ambulance Study Group presented their findings to a joint meeting of the Board of Selectmen and Finance Committee. The Study Group made the following recommendations:

- Create a Public Safety Annual Report
- Have management of overall operation for both departments the responsibility of the Fire Chief
- Set goals for both departments and monitor them on a quarterly basis
- Measure and respond to customer needs
- Record all incidents using IMC software
- Establish, practice, and disseminate "standard operating guidelines" to members of both departments and dispatch
- Establish a transition committee to monitor and follow up on the implementation of the recommendations

Respectfully Submitted  
James J. Piermarini, FASG Member

## **Town Counsel**

Kopelman and Paige P.C. continued to serve its longstanding role as Town Counsel. In this role we have been available to the Board of Selectmen, the Town Administrator, and the various boards and departments of the Town to provide opinions and legal representation. We have been involved in a number of land use and real estate matters, including development of an accessory apartment bylaw, acceptance of public ways, assisting with real estate developments in the Town, developing a library policy, assisting with the non-criminal disposition process for enforcement of by-laws, and advising the Town on the implications of newly adopted state acts. We also continue to provide daily advice to the Town, as well as assistance with Town Meeting preparation.

We continued our program of producing no-cost memoranda on a wide range of topics. This year, we provided the Town with advice on such topics as trench safety requirements, changes to the Family and

Medical Leave Act, the availability of the attorney-client privilege for government officials, and identity theft. Through these memoranda, we hope to provide Town officials the tools to resolve issues while reducing general legal costs. We are then able to provide attention to specific matters of concern to the Town.

We are both pleased and proud to represent the Town of Lancaster as Town Counsel. We thank the Board of Selectmen and the Town Administrator for this privilege, and commend them on their hard work and dedication. We also thank the various Town department heads, employees and boards with whom we work, and look forward to continuing to provide the Town with effective legal advice and representation.

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

## Town Clerk

- **Recorded during the year 2008 in Lancaster:**

60 births  
23 marriages  
68 deaths

- **Registered voters as of December 31, 2008:**

915 Democrat  
715 Republican  
9 Green-Rainbow  
5 Working Families  
11 All Other Political Designations  
2,857 Unenrolled (no party designation)  
4,512 Total registered voters

- **Dog licenses issued:** 1037 individual tags  
1 kennel

- **Business Certificates issued:** 28

- **Hunting/Fishing Licenses issued:**

14 Hunting/Sporting  
25 Fishing  
9 Hunting Stamps

- **Documents Notarized:** 77

- **2008 Population:** 7,202



### III. HEALTH AND HUMAN SERVICES

#### Council on Aging

The Council on Aging (COA) is pleased to present to the residents of Lancaster its annual report for the year 2008.

This board is comprised of ten Lancaster residents, (seven appointed by the BOS and one representative each from the Board of Health, Recreation Committee, and the Lancaster Housing Authority) who are dedicated to helping older people of the community. This year three members resigned: Roger R. Melanson, Claudia Hull and long-time member Marjorie F. Corbley-Whittier. We thank them all for their service and dedication to the mission of the Lancaster Council on Aging. The board meets monthly during the year and on other occasions when needed. The main function is 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 and offering social, recreational or educational programs and providing a link between the 1100 elders in Lancaster (**with a projected growth to 1300 in 2010**) and our town government.

The most visible activity is the COA van, provided by the Montachusett Regional Transit Authority, which brings any Lancaster seniors and disabled non-seniors to various places including shopping, noon and evening lunch, medical, post office, pharmacy, town hall, social trips and barber shops, etc. This van was in operation 240 days and logged 16,234 miles, an increase of slightly over two thousand miles from the previous year. Five thousand and five

hundred and twenty eight trips were provided. This reflects an increase of over two hundred trips from 2007. The van experienced 237 cancellations and 151 no shows. Over sixty different Lancaster residents utilized the van this year. This is also an increase from the previous year.

Another popular service is our two meal programs. This consisted of the Meals on Wheels and the congregate meals at the senior center, provided by MOC Elder Services. Both were in operation for the entire year. The Meals on Wheels program had forty different individuals served by this vital program at some time during the year. Two thousand and nine hundred and fifteen meals were delivered on 238 days.

The congregate meal site completed its second full calendar year with over two thousand meals served to fifty different individuals. This occurred four days a week at the First Church of Christ Unitarian. We should note that Lancaster is the only community that provides a vegetarian meal to our seniors. Participants come early and stay and play cards, or just chat and meet old and make 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. Through the director the council provides referral and information services. All referrals were sent

to the proper agency if the COA office was not able to complete them. The Montachusett Home Care Corporation provided services to Lancaster seniors which included home maker services, meals, personal care hours, case manager visits, crisis visits, and nursing home ombudsman visits, plus several other services. Monthly blood pressure clinics were held at Bigelow Gardens, the library and at the senior center (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 many flu clinics held in the town hall and at the center 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 Council on Aging through its 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 by up to seven hundred and fifty dollars.

The COA works in conjunction with many other local, regional and state agencies, both public and private. Some of these include 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. Several seniors attended this one-on-one counseling. The fuel assistance day had more than ten people attend the sign up. Farmer's market coupons were also distributed to twenty-five 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 2008 the COA had a representative from National Grid conduct a program on energy saving measures. We also had speakers on nutrition and a yoga program funded through an Accent grant. This program was conducted over a twelve week period. A dozen seniors participated. This year a BBQ was hosted by the Lancaster Fire Department and River Terrance Healthcare. A volunteer recognition luncheon was held. Sing-a-longs were done and children from area schools also presented programs. Brownie Troop 30760 came and ate with and visited with the seniors. An educational program on Alzheimer's awareness was presented. Students from the Nashoba Community Service Club rake leaves for many frail elders.

The COA staff consists of a part time director, part-time dispatcher, a Meals on Wheels driver and two part-time van drivers. Volunteers also assisted with the Meals on Wheels and at the congregate meal site.

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 we had our own space. Our present programs would increase tremendously. 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.

We end our report on a sad note, this year our van driver Ethel E. Whitney passed away.

### **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 2008 Senior Tax Abatement Program had another successful year. When the program for this year ended in November of 2008, fifteen seniors were involved, with two people volunteering in two different town departments. Ten seniors earned the maximum amount allowed which was \$750.00 per individual. Several of these seniors donated additional hours above and beyond the maximum hours needed. Credit for service cannot be at a rate higher than the state's minimum wage. This rate in 2008 was eight dollars per an hour. This translates to approximately ninety-four (94) hours a year (93 and  $\frac{3}{4}$  to be exact). With \$15,000.00 allocated and at the rate of \$750.00 per participant there was placement for twenty (20) individuals. As the state minimum wage changes so do the required amount of hours needed to take advantage of this program.

This year nine 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, and the elementary school.

This year nine thousand, nine hundred and ninety dollars (\$9990.00) was utilized. This represents one thousand two hundred and fifty-one and one-fourth hours, (1251 $\frac{1}{4}$ ). This year the Library led the list with the most hours with three volunteers, the Council on Aging was second in hours received with three people and in third place with three individuals was the planning department. The Council on Aging again this year used these volunteers 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. The Council on Aging is looking at the local options requirements established when the program was first started to if the Town can change them so more seniors can qualify for this program.

## **Lancaster Housing Authority**

The Lancaster Housing Authority 449 Main Street has seventy 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 2008 the Authority had eleven vacancies. Three were filled on an emergency basis due to foreclosures. Seven were filled by Lancaster Residents, and one non-Lancaster.

### ***Eligibility Requirements:***

- Applicants must be 60 years or older, or handicapped.
- Effective August 9<sup>th</sup>, 2008 the income eligibility was
  - \$46,300.00 for one person
  - \$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 income limits.

The fair market rent for a one bedroom unit in this area is \$835.00.

We have one tenant who is 105 years old, three tenants over 90, and eleven tenants over 80. Ten are non-elderly tenants.

### ***Recreational Activities:***

- Cards and Bingo are played in the Community Room every Wednesday and Friday from 2-4pm.
- 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

Members 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...**

- Prevent epidemics and the spread of diseases
- Protect against environmental hazards
- 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

### **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 creation of stricter local regulations to close the gaps in 'minimum' State codes covering septic systems and private wells, and in other areas they judge to be more beneficial.

### **Board Members**

- Robert L. Baylis, Chair (term expires 2009)  
owner, Main St. Automotive; Lancaster Tech Team, Council on Aging; NABH Executive Committee; Mass. Assoc. of Health Boards 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 2011)  
Manager, Hewlett-Packard Tech Services; Stormwater Management Committee; NABH Executive Committee; Worcester Regional Medical Reserve Corps

### **Board Employees**

- William J. Brookings, R.S. – Nashoba Associated Boards of Health (NABH) Agent for Lancaster Board of Health (since 1989)
- Eileen M. McRell – Administrative Assistant (since 1990)  
Mass. Association of Health Boards BOH Certification; Worcester Regional Medical Reserve Corps
- D. Susan Thompson – 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 or a calamity occurs). The practice of public health is the List of Essential Services.

### **Essential Public Health Services**

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 is available
7. Inform, educate and empower people about health issues
8. Maintain a competent public and personal health care workforce
9. Evaluate effectiveness, accessibility, quality of personal and population 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*.

### **The Office**

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

treated as such. (No question is “too stupid to ask” as many callers remark. Research is our specialty.) Contact Eileen McRell, Admin. Assist. Monday through Thursday, 9am-4pm.

All valid non-anonymous complaints are investigated by our NABH Agent, William J. Brookings, R.S., often with a Board Member or in collaboration with the Building Commissioner (structure safety, unregistered vehicles, etc.) Violations of the Housing & Sanitary Code such as nuisances and noise are the most common complaints, but flies, putrid smells, manure storage, public restrooms, ice cream, outdoor seating, illegal basement pumps, an abandoned house, carnival workers’ trailers, stumps, a deck over a septic system and a large oil spill were also called to our attention. Mr. Brookings and Mrs. McRell were required to testify in a civil Title 5 court case. Bill can be seen at the BOH Office each Wednesday morning from 8am-9am, or contacted by voice mail at (978)772-3335, ext. 304.

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

For the Planning Board the BOH reviewed and commented on

- subdivisions: Runaway Brook, off Chase Hill Rd. and Sunset Ridge, Oetman Way;
- site plans: Lancaster Marketplace, Lunenburg Rd., Bouchard Automotive, Old Union Turnpike, Reliance Engineering, Sterling Rd., a gas station/store, Lunenburg Rd., James

Munroe Wire & Cable, Portugese Adventist Church, Sterling Rd. and J.C. Madigan Trucking Co., Old Union Turnpike;

- stormwater management permits: Lancaster Technology Park and JC Madigan, Old Union Turnpike, and on
- other building lots and projects as requested.

For the Zoning Board of Appeals the BOH reviewed and commented on

- Comprehensive permits and variances for the ZBA: “Jones Crossing” Muirfield Development, off Deershorn Rd. and Richmond Development, off Sterling 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.

A well permit was approved for irrigation and vegetable washing at Flats Mentor Farm, Seven Bridge Rd.

For the Conservation Commission we inspected

- drainage and wetlands concerns due to septic systems,
- renovations and flooding at several smaller sites,
- Notices of Intent for new lots, and
- Environmental Notification Form for the Lancaster Golf Center, Old Union Turnpike. Thank you Judith Griggs, Conservation Commission Agent for keeping us “in the loop.”

#### Septic systems

Eleven 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. The First Church of Christ and Town Hall buildings were finally connected! Lancaster

Sewer District Commission maintains a fully licensed, bonded and insured Drain Layers List and notifies us of updates and suspensions. (***\$Tip:** Form 3A Certificates of Compliance for septic system repair/replacement or sewer connection expenses are available to obtain Schedule SC income tax credits.*)

Forty-one Title 5 Inspections were reviewed by Mr. Brookings; 30 passed, 2 conditionally passed and 9 failed. A failed SDS system must be upgraded within two years unless the Board of Health deems it be done sooner. Several alternative technology 'Presby' systems were approved in 2007; operation monitoring contracts are required per the DEP and the LBOH for the life of the system. Letters were sent to owners who let them lapse.

Interest in alternative technology for geothermal heating/cooling systems is growing. Board members & staff attended the Lancaster Energy Forum introduced by David Dunn, Dunn & Co. (and an enthusiastic owner) about ways that the Town might bring green technology to municipal buildings instead of using fossil fuels for heating & cooling.

The Board again strongly supported the continuation of the Community Development Block Grant 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. We worked with the CD&P Office to upgrade one long-standing septic repair issue at a final cost of \$75,000-\$80,000 for a shared septic system and a large retaining wall! This application was considered two separate properties of the six residences helped by the \$300,000 grant.

### Trash

Deliberate disposal of household trash, bulk items (furniture, mattresses, refrigerators), construction and demolition debris discarded on public roads and private land continues to be a major problem that escalates to a dumpsite if left to accumulate. Four more "Illegal Dumping Will Not Be Tolerated" signs placed in strategic locations in 2008 have not deterred the dumpers, especially in certain areas of Town -- Old Union Turnpike, Lunenburg, Brockelman, Lancaster and Parker Roads. Observers are urged to report license plate numbers or names to the police who will prosecute the offenders in court if they have solid identification evidence. (Praise and gratitude to the unsung private citizens who regularly patrol to pick up this litter themselves.)

Neither the Board of Health nor the DPW have budgets for picking up trash, either roadside or personal. Residents are reminded that they must hire their own hauler for: (home) Tully Disposal & Recycling; (commercial) Allied Waste Services; or (both) Sons of Kristoff, DiTullio Trucking, Waste Management, Casaceli Trucking, Fiore Trucking & Disposal and McRell Container Service. These are the only companies authorized to operate in Lancaster. \$2,800 was collected in 07-08 for these 16 trucks, which display the black & white Lancaster Board of Health Trash Hauler decal. In an effort to aid both our small and large businesses in these difficult economic times we have restructured our 08-09 trash hauler license charges. Additionally, we instituted a \$50 per job fee for industrial construction/demolition debris dumpsters which will be implemented via the Building Department application process. See <http://www.ci.lancaster.ma.us/Pages/Lancast>

[erMA PublicSafety/BOH](#) for rules and applications.) Several of the rubbish collectors offer curbside recycling, or you may take materials to the popular Lancaster Recycling Center. Martha Ford (please do not call her at home!) and dedicated volunteers run the program for residents and non-residents -- accepting paper, leaves, glass, metal, plastic, white goods, scrap metal, electronics, clothing, tires, motor oil, antifreeze and batteries. A nominal disposal payment is required for some items. Help yourself by reducing your monthly rubbish bill, and your world by contributing to a cleaner environment for all. Go green! The regular hours are 10 a.m. to noon, Saturday & Sunday, weather permitting.

As anticipated last year, two regional Household Hazardous Waste Days were held at DPWs, in May at Devens (12 Lancaster residents) and in September in Lunenburg (11 residents) sponsored by MassToss Cooperative at no cost to the Town. In 2009 the Regional Household Hazardous Waste Collection Program hopes to expand services to residents and businesses that qualify as “a very small generator.” The proposed model, permanently located next to the Devens DPW will enable proper disposal of this waste from only occasionally to 10 weekdays and 10 weekends. This is a significant opportunity, considering that the average household throws 15.5 pounds of hazardous materials into the trash each year. There will be a ½ car-full car disposal fee, higher for users from non-participating towns. Eleven towns (Ayer, Bolton, Boxboro, Devens, Groton, Harvard, Lancaster, Littleton, Lunenburg, Pepperell, Townsend) will pay a membership and a one-time enrollment fee to cover operational, capital and development costs. The goal is to ensure that this will be recovered and achieve annual cost-savings

in less than two years. This program will be a model facility for the State and provide leadership for the growing trend to regionalize services. An important benefit is that roadside “abandoned” and municipal waste would also be collected -- an immediate savings in work and money for our Board of Health and DPW -- not to mention a more picturesque Lancaster. Another option would be four 1-day events, but the dollar difference is considered negligible in comparison to the more comprehensive initiative supported by town administrators, road departments and Boards of Health.

### **Emergency Preparation Continues**

Board Members and staff attended many required and optional seminars, trainings and meetings, particularly regarding Emergency Preparedness. All became Worcester Regional Medical Response Corps volunteers in 2007 after completing the mandatory orientation program and NIMS classes plus ongoing lectures and drills. Vera B. Davis, R.N., renewed her Basic Life Support skills course. The purpose of the WRMRC is to prepare for and respond to public health emergencies in Worcester County and beyond. The choice is theirs. Twenty-five WRMRC volunteers were deployed to Hurricane Gustav along the Gulf Coast. Volunteers (medical, public health, or community members) are trained to staff Emergency Dispensing Sites (EDS), and to help in any type of public health or natural disaster, such as a Weapons of Mass Destruction (WMD) event, a pandemic, a natural disaster or other crisis to supplement existing local emergency response capabilities. Lancaster has recruited more than 25 members. They were presented their i.d. badges and are awaiting an update meeting for further instructions and Division Leader selection. This person will be a key



component to the recruitment, management and deployment of WRMRC volunteers. Anyone interested in joining the Worcester Regional Medical Reserve Corps should contact (508)799-8470.

Lancaster is part of the Massachusetts Region II Public Health Emergency Preparedness Coalition

<http://www.publichealth-massregion2.org/what.htm>, a division of the Worcester Dept. of Health & Human Services. Our Board of Health and Administrative Assistant Eileen McRell have worked very hard developing the 2005 Emergency Dispensing Site Plan with Ken Gikas, new Regional Program Consultant and Kerry Clark, PHEP Coordinator. \$500 EDS signage was purchased with our second Coalition Equipment Grant of \$1418.74. A Memo of Understanding was formally signed between LBOH and Rowlandson and Burbank Schools to be the clinic location for the Board of Health to administer vaccine or antibiotics from the Strategic National Stockpile due to infectious disease outbreaks of any magnitude. These incidents can range from a single case of hepatitis A in a food handler to cases of meningitis in a school to an influenza pandemic or bioterrorist event involving thousands of people or even the entire population! The EDS would be activated within 24 hours by both medical and non-medical volunteers. All workers and their immediate families will be the first to receive treatment.

The EDS is only one of the “Deliverables”, which are Centers for Disease Control (CDC) requirements that had to be met by specific deadlines since 2006 relating to specific goals & objectives for Regional Public Health Coalitions. The 2008 “Deliverables” focused on local/regional performance by fulfilling ten additional tasks to secure continued federal funding. An important part, The Mutual Aid

Agreement Article, passed at the May, 2006 Town Meeting was formally signed in 2008. Its purpose is to provide for mutual aid and assistance between and by the municipalities and public health agencies of 45 (to date) Central Mass. cities and towns when the resources normally available to them are insufficient to cope with a situation which requires immediate public health action. Orlando Pacheco, Town Administrator was selected as Public Information Officer to give accurate and timely information to the news media.

### **What’s New?**

Another natural disaster Town emergency -- ‘The Great December 11, 2008 Ice Storm.’ (There was severe flooding in April 2007.) Chief John Fleck, Emergency Management Director set up a shelter at Atlantic Union College for Lancaster and Bolton residents who were without power, heat or food in the days following the return of the ‘ice age.’ Bigelow Gardens tenants were evacuated to the dormitory. Some liked these accommodations so much that they stayed another night even after their electricity was back in service! Bob Baylis, BOH Chairman, assisted the Fire Department by transporting cots and supplies from Clinton Hospital in the new recently-lettered LBOH Emergency Response trailer. It is being outfitted with donated shelves, refrigerator and a generator -- a Mobile Command Center and safe storage for valuable supplies to be shared with Fire, EMTs and Police -- secure, accessible and able to be moved quickly to the scene.

### **“Alerts”**

The HHAN (Health & Homeland Alert) system and The Coalition send immediate notification of nationwide bulletins relating to health and safety from the CDC and other agencies. Food warnings/alerts seemed to

be a daily event about everything from tomatoes (raw & soup) to beer! There were 48 cases of salmonella in Massachusetts; fortunately, no deaths. One logical reason for the increase in contamination would seem to be that the Food & Drug Administration (FDA) substantially reduced the number of food inspectors. Even though many toys were widely recalled too (especially from China) the Consumer Product Safety Commission did not get the proposed \$20 million government funding for toy safety. Consumers can monitor the Board of Health website [www.ci.lancaster.ma.us](http://www.ci.lancaster.ma.us) or call the MDPH Food Protection Program (617)983-6712. An excellent reason to buy from the new Farmers Market on the Town Green started by the *Celebrate Lancaster! Committee* this summer. Get your fresh fruit and vegetables, eat healthily and support locally-grown products. Added bonus: meet your neighbor or make a new friend.

Even fields were controversial. There was and still is considerable discussion about the potential health risks from materials used in synthetic turf, and BPA in hard plastic baby bottles and food containers.

### **Miscellaneous**

No Emergency Beaver Removal Permits were issued because the State requirements were not met. We contributed valuable beaver dam/flooding site topographical information to a roundtable discussion with Town department heads and the Montachusett Regional Planning Commission to create “pictometry” aerial imagery & software. This multi-use GIS tool will locate, view and measure any land feature in lieu of a field trip for planning, assessment and development.

There were several coyote sightings causing concern, but no attacks.

### **Town Health**

Refer to detailed Nashoba Nursing Services & Hospice “Lancaster Annual Report 2008.”

#### **Flu Clinic**

NNS gave 378 flu (162 more than in 2007) and 16 other immunizations (varicella, tetanus, hepatitis) at NABH-area Well Adult Clinics, the First Church Senior Mealsite and at Bigelow Gardens along with pamphlets entitled “Flu – What You Can Do/Caring for People at Home.” This increase was no doubt due to two special “Kids Clinics” at the Library on November 13, 2008; 285 children and/or their families got shots. Credit Bob Baylis for this great idea in lieu of a school clinic. Influenza vaccinations are so important that the Centers for Disease Control had recommended that in addition to persons age 50+, all children over the age of six months to 18 years be immunized for the 2008-09 flu season to reduce the risk and the spread of this disease. Sadly, recently a 12 year old died because of a late-breaking virulent flu strain. He had lost his school permission slip. Being prepared for seasonal flu (by viruses that infect people every year) will also help you in the event of a pandemic flu (when a new virus develops.) Since pneumonia is a serious and often fatal complication of the flu, the best way to prevent it is to be vaccinated against this, too.



#### **Specials for Seniors**

The Board distributed “Disaster Preparedness for Seniors by Seniors”, emergency personal info cards, and pertinent health information in ‘For Good Health’ baggies compliments of the WRMRC at the Town

election, clinics, Bigelow Gardens and to COA van riders. "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. Our Office frequently interacts with Arthur Levesque, Council on Aging Director and Tamara Bedard, "Town Nurse" (see

below) to coordinate appropriate and vital services for seniors-in-need. We also work with many other providers, such as WHEAT in Clinton to publicize the help they offer to any Lancaster resident, regardless of age. Request the "Community Guide to Local Resources."

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### Meet your Town Nurse!



Hello and thank you for the opportunity to re-introduce myself.

My name is Tamara Bedard and I am a Registered Nurse. 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, children story hours, well-adult clinics for blood pressure and blood sugar 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. As a nurse working for the local Board of Health, it is also my job to investigate and follow-up incidences of reportable, communicable and infectious diseases as required by the Massachusetts Department of Public Health.

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

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### Notes from Nashoba Nursing Services

Carol Horgan, Director reported an increase in home visits and housing/poverty cases. Outreach will continue to expand.

"Mr. Soapy" accompanied NNS staff to the Bolton Fair to teach children the importance of hand washing, the #1 way to stop the spread of communicable diseases.

Lyme disease, very prevalent in Lancaster in both humans and dogs, was discussed at a seminar at the Thayer Memorial Library. To increase awareness the LBOH gave out tick ID cards and free tick removers. See your doctor if you suspect you have a tick-borne disease. NNS welcomes your suggestions for presentations and special services.

### NABH/NNS Dental Program

Refer to "Nashoba Associated Boards of Health Annual Report 2008"

### **NABH/LBOH Rabies Clinic**

Thirty-three dogs (3 more than in 2007) and 6 cats (10 fewer) were vaccinated at the February Rabies Clinic held at the DPW 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 and canine vaccination certificates forwarded to us from the Town Clerk are kept on file at the Board of Health.

### **Animal Control Officer**

We work closely with Phyllis Tower, Animal Control Officer & Sue Thompson sharing Rabies Possible Exposure Reports from veterinarians. Phyllis follows up on these, and quarantines the wounded animal if the injury is from an unknown or unvaccinated source.

**Note:** There were two cases of rabies confirmed by the State Laboratory from a stray cat and a bat. Both victims were referred to their own physician for treatment.

### **Burial Agent**

Sue Thompson, Town Clerk reports that 45 Burial Permits (33 in 2007) were issued; 14 were interred in Lancaster (16 in 2007); 15 were cremated and 16 were buried elsewhere (28 in 2007.) Work-related fatalities must be reported immediately to the DPH.

### **Tobacco Control**

The North Central-Franklin County Tobacco Control Alliance has represented the Lancaster Board of Health regarding all tobacco-related issues since an agreement in 2007. It provides educational and inspectional services including, but not limited to, enforcement of Youth Access and Environmental Tobacco Smoke Regulations and the new Smoke-free Workplace Law. No sales to minors were reported at two Cumberland Farms.

### **Looking Back at 2008**

- **New address: 695 Main St., Suite 6, Lancaster MA 01523**
- “Virtual Town Hall” and Board of Health websites. Please visit [www.ci.lancaster.ma.us](http://www.ci.lancaster.ma.us) for general information, regulations, meetings, applications and links to “Alerts” and special events.
- Dispensed emergency preparedness and other health 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. After a mosquito tested positive for WNV in Clinton nearby catch basins were treated to supplement spraying from March through the first hard frost in September. Homes and yards were sprayed by request only. **Note:** Residents who do NOT want their property sprayed should contact Sue Thompson, Town Clerk by March 1, 2009, or contact CMMCP at <http://www.cmmcp.org>.
- Revised LBOH Tobacco Sales to Minors Regulations, effective September 7, 2008

- Passed Floor Drain Regulations co-sponsored by the Lancaster Dept. of Public Works for commercial and industrial facilities, effective October 1, 2008 to protect the Town's drinking water
- Approved a requirement for applications and permits for new Outdoor Hydronic Heaters a/k/a outdoor wood boilers, effective October 9, 2008 to protect against air pollution

### **Looking Ahead to 2009**

- Continue the "Ask an Expert" Speaker Series at the Library on pertinent health topics, such as childhood obesity, MRSA staph infections, bedbugs, and pest management.
- Begin a 'Sharps' used needles collection program with Nashoba Nursing Service at the monthly Well Adult Clinic. Call Sue for container information (978) 425-6675 x1346.
- Despite the dismal municipal economy, in 2009 we hope to continue to be a reliable resource to connect people with problems to solutions. This cannot be accomplished without personal contact with BOH Office staff or a Member. A message on an answer machine would not have the same result. The cases can be both time-critical and time-consuming, requiring knowledge and experience to receive, relay and follow-up. The Office is that link between the public and the professionals.

### ***A Message from Your Board***

*MAHB is working with The Coalition partners to address severe cutbacks in funding and the elimination of some BOH offices entirely. Boards perform vital but often overlooked and misunderstood functions. Although the BOH has evolved, its initial mission remains the same: to save and enhance lives. We are in danger of losing local control through regionalization, which is the cornerstone of the founding of the first Board of Health in Massachusetts by Paul Revere in 1799. Apparently he was not just concerned about the British invasion at the time, but "removal of filth and offal from the streets." It was true then, and even more so today, that only officials from each town are more aware of and can best advocate for essential and enhanced public health services for their town. We are your voice. We care for you by what we do for you, and we care about you by informing you of what you can do for yourself.*

Respectfully submitted,  
 Robert L. Baylis, Chairman  
 Steve Piazza, Vice Chair  
 Vera B. Davis, Clerk

## 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 [www.nashoba.org](http://www.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 **41** 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 ..... 82 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..... 77**  
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.....118**  
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.....42**  
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.....22**  
Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicant's engineer.
  - **Septic System Lot Tests..... 105**  
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.....29**  
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..... 106**  
Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

- **Septic System Permit Applications .....29**  
Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.
  - **Septic System Inspections .....87**  
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.....117**  
During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.
- **Well Permits.....4**
  - **Water Quality/Well Consultations .....127**  
Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assists the BOH by reviewing well plans, securing well water samples, and interpreting water quality test results.
- **Rabies Clinics - Animals Immunized ..... 39**  
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..... 1103**  
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 ..... 456**  
Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing, dressing, exercises and meal preparation.
- **Rehabilitative Therapy Visit..... 582**  
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..... 44**  
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 Visits .....443**  
Visits include well adult clinics, and immunization, cholesterol, exercise, mental health and bereavement clinics.
  - Number of patients who attended Flu Clinics held in Lancaster..... 391
  - Number of patients who received Flu Shots who live in Lancaster .....348
  - Number of patients who received Pneumovax Vaccine ..... 18
  - Number of patients who attended Well Adult Clinics from Lancaster .....61

## **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 Investigated .....29

### Communicable Disease Number of Cases

- Borellia Burgdorferi..... 22
- Cryptosporidiosis..... 1
- Hepatitis..... 4
- Salmonellosis..... 1
- Tuberculosis (monitoring)..... 1

## **Health Promotion**

- Skilled Nursing..... 33

## **Dental Health Department**

- **Nashoba Program (Funded Through Environmental Assessment)**
  - **Examination, Cleaning & Fluoride - Grades K, 2 & 4**
    - Students Eligible..... 231
    - Students Participating.....127
    - Referred to Dentist.....26
  - **Instruction - Grades K, 1 & 5**
    - Number of Programs.....12
    - Students Participating .....220
- **Fluoride Rinse Grant Program (State Supplied Materials, Nashoba Administered, Local Volunteers)**
  - Students Participating.....287

## Department of Veterans' Services

I herewith submit the annual report for the Department of Veterans' Services for the calendar year ending December 31, 2008. 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. I am asking all veterans of the Town of Lancaster to 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



Veterans place wreaths at the Veterans Memorial during Memorial Day ceremonies. Photo by A. Simons



## IV. OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT

### Board of Appeals

Calendar year 2008 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 2008, the highlights of which are listed as follows:

#### Comprehensive Permits

- Richmond Development, Fieldcrest Estates, off of Sterling Road  
Comprehensive Permit for 84 single-family dwellings  
*Approved: 2/28/08*
- Muirfield Development, Jones Crossing, off of Deershorn Road  
Amendment to Comprehensive Permit for 44 condominium units  
*Withdrawn: 7/25/08*
- Muirfield Development, Jones Crossing, off of Deershorn Road  
Extension of Comprehensive Permit for 36 condominium units  
*Extended to March 2010: 7/25/08*
- Curt Plante, Blue Heron Pond, off of High Street Extension  
Amendment to Comprehensive Permit for 58 condominium units  
*Approved: 12/11/08*

#### Variances

- John Kanis, 507 Harvard Road  
Variance for Section 4.11 (Lot area)  
*Status: Continued into 2009*
- Francis Crowley, 204 Fire Road 3  
Variance for Section 4.11 (Lot area)  
*Status: Continued into 2009*



Blue Heron Pond Affordable Housing Development

#### Special Permits

- Bell Atlantic Mobile d/b/a Verizon Wireless, off of Winsor Road  
Special Permit for Section 15.40 (Personal wireless service facility)  
*Approved: 2/28/08*

- Clinton Fish & Game Protective Association, South Meadow Road  
Special Permit for Section 3.23-D (Other active outdoor recreation facilities in a predominately natural setting)  
*Denied: 5/29/08*
- Lancaster Parcel B, LLC, Lunenburg Road  
Special Permit for Section 3.13 (Unlisted uses)  
*Approved: 5/29/08*
- Albert Gould and Karen Joyce, 1357 North Main Street  
Extension for Special Permit for Section 8.11 (Non-conforming buildings – continuance, alteration, extension)  
*Extended to July 6, 2009: 6/26/08*
- Steve Boucher and Steve Harper, 1543 Lunenburg Road  
Special Permit for Section 3.13 (Unlisted uses)  
*Denied: 9/25/08*
- Jason and Kate Engelhardt, 157 Centerbridge Road  
Special Permit for Section 3.21-CC (Office space greater than 300 SF) and Section 3.34-B (Installation of a sign)  
*Approved for Section 3.21-CC: 12/11/08*  
*Status for Section 3.34-B: Continued into 2009*
- TJM, Inc. d/b/a Lancaster A-1 Auto Body, Inc., 164 High Street Extension  
Amendment for Special Permit for Section 8.22 (Non-conforming uses – change in use)  
*Approved: 12/11/08*

### **Appeals**

- Hillwinds Family Limited Partnership d/b/a Circle B Barn Company, 489 Neck Road  
Appeal of Building Department Decision  
*Approved: 9/25/08*

### **Other Business**

In January 2008, the Board re-organized and re-elected Scott Miller as Chair, and elected Robert Marshall as Vice-Chair and Francis Sullivan 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](mailto:npiazza@lancasterma.net) or [lmichalak@lancasterma.net](mailto:lmichalak@lancasterma.net). The Board of Appeals appreciates the professionalism and support provided by the CD&P staff over the past year.

Respectfully submitted,

**Scott Miller, *Chair***  
**Robert Marshall, *Alt. Member, Vice-Chair***  
**Francis Sullivan, *Alternate Member, Clerk***  
**Jeanne Rich**  
**Eugene Christoph**  
**David Stadtherr**  
**Sarah Gulliver**  
**John Parsons, *Alternate Member***

## **Planning Board**

Calendar year 2008 proved to be an extremely productive year for the Lancaster Planning Board. During the course of the Board's 24 meetings, a wide range of activities occurred ranging from definitive subdivision reviews, ANR plan reviews, site plan reviews, stormwater management reviews, as well as creating zoning amendments. The Planning Board reviewed several significant applications in 2008, the highlights of which are listed below:

### **Subdivisions**

- Definitive Subdivision, Runaway Brook  
Amendment for reduction and relocation of street trees  
*Approved: 8/11/08*

### **Site Plans**

- Lancaster Marketplace, Lunenburg Road  
Amended site plan for addition of Agway retail store in existing building  
*Approved: 1/28/08*
- Bouchard Automotive, Old Union Turnpike  
Auto retail site with four separate buildings, parking lots and septic system  
*Approved: 2/11/08*
- Reliance Engineering, Sterling Road  
Amended site plan for addition on existing manufacturing facility  
*Approved: 2/25/08*
- Gas Station/Convenience Store/Donut Shop, Lunenburg Road  
Multi-use motorist convenience site with a gas station, convenience store and donut shop  
*Approved: 4/14/08*
- James Monroe Wire and Cable, Sterling Road

Amended site plan for relocation and expansion of a parking lot on existing site  
*Approved:* 8/11/08

- Portuguese Seventh-Day Adventist Church, Sterling Road  
Amended site plan for deferral of lighting installation and paving until 2009  
*Approved:* 9/8/08
- J.C. Madigan Trucking Co., Old Union Turnpike  
Truck customization facility with garage and showroom, parking lot, and associated utilities  
*Approved:* 12/22/08

### **Special Permits**

- John Cain, North Main Street  
Special Permit for Section 4.50 (Lot Shape)  
*Approved:* 11/24/08

### **Stormwater Management Permits**

- Lancaster Technology Park, Old Union Turnpike  
Stormwater Management Permit  
*Approved:* 12/22/08
- J.C. Madigan Trucking Co., Old Union Turnpike  
Stormwater Management Permit  
*Approved:* 12/22/08

### **Approval Not Required (ANR) Plans**

- Hans and Patricia Kivijarv, Patricia Baker  
372 and 390 Nicholas Drive, 2 building lots  
*Approved:* 1/14/08
- Linda Oetman  
Oetman Way, 3 building lots  
*Approved:* 2/25/08
- Leo Favreau  
North Main Street, 2 building lots  
*Approved:* 3/10/08
- Elliott Schneider  
Devonshire Way, 4 building lots  
*Approved:* 5/19/08
- John Kanis



Harvard Road, 2 building lots

*Approved: 6/9/08*

- Elaine Mudgett  
Chace Hill Road, 3 building lots  
*Approved: 9/22/08*
- John and Lori Cain  
North Main Street, 2 building lots  
*Approved: 12/8/08*
- Darcy Danby  
Connor Lane, 2 building lots  
*Approved: 12/22/08*
- Eagle Estates LLC  
Eagle Ridge, 2 building lots  
*Approved: 12/22/08*
- M.B. Realty Corporation  
Old Union Turnpike, 2 building lots  
*Approved: 12/22/08*

#### **As-Built Plans**

- Sunset Ridge Subdivision  
Oetman Way As-built Plan  
*Approved: 3/24/08*
- Runaway Brook Subdivision  
Runaway Brook As-built Plan  
*Approved: 12/8/08*

#### **Land Purchase/Sale**

- Sale of Town-owned Land  
Narrow Lane parcel  
*Recommended that the Town request an RFP: 2/25/08*
- Sale of Town-owned Land  
Brockelman Road parcel  
*Recommended that the Town request an RFP: 3/24/08*
- Sale of Town-owned Land  
Hilltop Road parcel  
*Recommended that the Town request an RFP: 3/24/08*

- Sale of Town-owned Land and Dwelling  
32 Carter Street  
*Recommended that the Town request an RFP: 8/25/08*

### **Zoning Bylaw Amendments**

- Zoning Amendment for Accessory Apartments  
*Approved at Annual Town Meeting: 5/7/08*
- Zoning Amendment for Environmental Controls  
*Approved at Special Town Meeting: 10/6/08*
- Zoning Amendment for Flexible Development  
*Approved at Special Town Meeting: 10/6/08*

### **General Bylaw Amendments**

- Adoption of Chapter 43D Expedited Permitting Program and  
Two Priority Development Sites (Lancaster Technology Park, Ascetic Hill Park)  
*Approved at Special Town Meeting: 10/6/08*

### **Bylaw Codification**

The Planning Board continued its participation in the bylaw codification project into this year. This project 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 public hearing to recommend that the Code be placed on the warrant for Town Meeting was held on 4/14/08. The Code was approved at the Annual Town Meeting on 5/7/08.

### **Master Planning**

The Board finalized 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.

### **Montachusett Regional Planning Commission**

The Board continues to work closely with the Montachusett Regional Planning Commission (MRPC) who is chartered to carry out comprehensive regional planning. MRPC is a Regional Planning Agency (RPA) that was created by and is responsible to its (22) member municipalities. MRPC offers technical and professional services to its members, including planning in the areas of community development, economic development, transportation, housing, environment, and geographic information systems. Specifically, the Lancaster Planning Board has worked with MRPC on the following items this year:

- Community Development Block Grant for housing rehabilitation
- Regional transportation planning
- Brownfield site assessments
- Montachusett Region Community and Economic Development Strategy
- Chapter 43D Expedited Permitting Program

- Shared services and materials between municipalities in the region
- Open Space & Recreation Plan
- GIS mapping services

Victor Koivumaki is the current Chair of the MRPC and Lancaster representative from the Planning Board. Noreen Piazza (Planning Director) is the town's representative to the Montachusett Joint Transportation Committee and on the Metropolitan Planning Organization (MPO) as a regional representative for Lancaster, Clinton and Sterling. As Chair of MRPC, Victor Koivumaki is also a member of the MPO, which is responsible for approving projects in MRPC communities to be placed on the Massachusetts Transportation Improvement Plan (TIP). We will continue to work very closely with MRPC to insure that Lancaster is well represented in our regional planning efforts.

### **Other Business**

Philip Lawler was elected as a member of the Planning Board, filling the seat that was retired by Eugene Christoph who has been a member for more than 25 years. The Board thanks Mr. Christoph for his many years of service, his valuable historic knowledge, and

for being a mentor to newcomers to the Board.

In June 2008, the Board re-organized and elected Jeanne Rich as Chair, Francis Sullivan as Vice-Chair, and Victor Koivumaki as Clerk.

### **Planning in 2009**

The Board anticipates that 2009 will be equally as productive as the work of the

Master Plan implementation continues. The Board will also continue to work with the

Lancaster Board of Appeals in reviewing Chapter 40B applications for Comprehensive Permits.

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 Lancaster Planning Board is a five-member elected board whose charge is to ensure compliance with a wide array of land use regulations in Lancaster. The Planning

Respectfully submitted,  
**Jeanne Rich, *Chair***  
**Francis Sullivan, *Vice-Chair***

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 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](mailto:npiazza@lancasterma.net) or [lmichalak@lancasterma.net](mailto:lmichalak@lancasterma.net).

**Victor Koivumaki, *Clerk***  
**John King**  
**Philip Lawler**



Eugene "Pete" Christoph retired after more than 25 years on the Planning Board. Item Photo

## Conservation Commission



Calendar year 2008 proved to be a productive year for the Lancaster Conservation Commission with many changes. 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.

Additionally this year marked the ratification of the Lancaster Wetlands Protection Bylaw and Regulations. This new Bylaw and Regulations will add further protection for Lancaster's wetlands, ponds, lakes, rivers and streams, their buffer zones and our drinking water. A new Addendum is now added to Orders of Conditions and Certificates of Compliances to assist applicants in stewardship of the resources on their properties.

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) to completed projects.

During the course of 2008, the Commission reviewed the following projects:

Applicant	Action/ Date		Project
A U Conference - 17 Connor Lane	NOI	Approved 11/2008	Upgrade Septic System
Mass Highway	NOI	Approved 12/2008	Repair portion of drainage
Atlantic Union College	NOI	Pending	Oil Spill
Morissette	NOI	Approved 9/2008	Update Septic System
Lancaster Development Trust	ANRAD	Approved 7/2008	Lots 1 and 2
Brooke Blew	NOI	Approved 7/2008	Renovate Single Family Home
Pondside Realty	NOI	Approved 2/2008	Update Septic System
Warila, Dan	NOI	Pending 3/2008	McGovern Brook Crossing
Bouchard Automotive	NOI	Approved 1/2008	Car Dealership
Fieldrest	NOI	Approved 5/2008	Site Grading and Road
Ebb	NOI	Approved	Site Grading at Spec Pond

		2/2008	
Spinelli	NOI	Approved 1/2008	Site Grading, New Home
Lancaster Tech Park	NOI	2/2008	Filling ILSF
Ascetic Hill	NOI	1/2008	Culvert replacement
Tyler, Ara	RDA	6/2008	Tree removal in buffer
Mass. Highway	RDA		Replacing Damaged Culvert

### **The Conservation Commission in 2008**

The mandate for the Conservation Commission in 2008 was education for both Town residents and Commission members.

- To that end members are all currently working towards MACC certification.
- We have had speakers like Jennifer Gensell of DEP's Circuit Rider Program, Agent Judith Griggs and Town Council Attorney John Goldrosen speak to the Commission members on further understanding of the State's Wetland Protection Act and violations.
- For residents we have also held an educational session for residents who have wetlands on their property in June.
- Many members, headed by Cara Sanford, are currently working on Lancaster's Open Space and Recreation Plan, which includes a Town-wide survey of residents on open space issues.
- The Conservation Commission works for continued conservation of open space properties (see map of properties at [http://www.ci.lancaster.ma.us/Pages/LancasterMA\\_Conservation/Conservation%20Land](http://www.ci.lancaster.ma.us/Pages/LancasterMA_Conservation/Conservation%20Land)) maintaining the conservation land throughout the town including our newest Conservation Lands acquired in 2008 at Devonshire Estates on Route 117.
- We are working with the State Fishing and Boating Access to design and create new canoe access with parking at the Pellecchia Conservation Land on Route 70.

The Commission would like our Conservation Lands to be open for residents to enjoy, and works with potential developers in seeking permanent conservation easements for path systems, and similar ideas for a variety of other conservation-oriented projects.

### **Other Business**

In 2008 Tom Kennedy and John Ledoux retired from the Conservation Commission after each volunteered 25 years of valuable service. Their experience on the Commission was an asset. In their places Ara Tyler and Jean Lidstone, formerly associate members, became full members. Ruth Anderson became an associate and later a full member. Alix Turner and Ted Manning became associate members. In July 2008, the Commission then re-organized and elected Jean Lidstone as Chair, and Peter Farmer as Vice-Chair.





The Lancaster Conservation Commission is a seven-member appointed board with two associate members. The Commission meets on the first and third Thursdays of each month at 7:00 PM at the Thayer Memorial Library in the Dexter Room. Everyone is welcome to join the Commission for these meetings and public involvement is always encouraged.

The Conservation Agent coordinates all meeting schedules and is located in the Community Development and Planning Office, which is open Monday through Thursday, 9:00 AM to 4:00 PM. As always, we welcome citizen's questions, comments or suggestions. Please feel free to contact us at 978-368-4007, [jgriggs@lancasterma.net](mailto:jgriggs@lancasterma.net) or [lmichalak@lancasterma.net](mailto:lmichalak@lancasterma.net). For more information on Conservation issues in Lancaster please visit our website at [http://www.ci.lancaster.ma.us/Pages/LancasterMA\\_Conservation/index](http://www.ci.lancaster.ma.us/Pages/LancasterMA_Conservation/index)

Respectfully submitted,

**Jean Lidstone, Chair**  
**Peter Farmer, Vice-Chair**  
**Tom Early**  
**Cara Sanford**  
**Mark Melican**

**Ara Tyler**  
**Ruth Anderson**  
**Alix Turner, Associate Member**  
**Ted Manning, Associate Member**  
**Judith Griggs, Agent**

## **Lancaster Land Trust**

*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.

Every year in May the Land Trust sponsors the Town Clean-Up. In 2008 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 year in late April 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 in April. You don't need to be a member to come help out!

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

## **Lancaster Open Space and Recreation Committee**

The Open Space and Recreation Committee was approved by the Lancaster Board of Selectmen in May of 2008 and voted in at the May 2008 Annual Town Meeting. The mission of this committee is to advance the goals, objectives and actions of the Town's Open Space and Recreation Plan and to serve as a centralizing forum for coordination of this effort. With members representing the various interests of planning, recreation, history, land conservation and business development, it is hoped that the interdisciplinary scope of the committee will assist the Town in its strategic decision-making with regards to open space and recreation matters, as envisioned in the 2007 Master Plan.

The immediate task of the committee is to update the 2000 Open Space and Recreation Plan, which has expired. In order to be eligible to apply for State money to fund recreation and open space projects, it is necessary to have an updated and approved plan. This same Open Space and Recreation plan will serve as the key document with which to solicit additional private and public funds, which will be a chief aim of this committee. Using public input and the responses from an Open Space and Recreation survey distributed in October of 2008, the committee will draft a five-year

action plan so that goals can be implemented. While the plan is important, the real work will be in implementing the goals so that five, ten, fifteen years from now we as a town can see tangible results on the ground accompanied by a vibrant Open Space and Recreation Committee that continues to help coordinate efforts in an efficient and collaborative manner.

After the kick off meeting in late April 2008, a series of public committee meetings was held from July until December and continue to be held monthly. Recognizing the financial situation of the town and the expense of hiring a consultant to write the Open Space and Recreation plan, the committee decided it would do all but two of the eleven sections, hiring the Montachusett Regional Planning Commission (MRPC) for two technical sections where their expertise would be outside the knowledge and ability of the volunteers. The committee created a Public Survey and disseminated it to 3000 households in late October and the survey results are currently being tabulated for inclusion in the plan. A public forum to discuss survey results and solicit additional public input will be held in mid March, 2009. The goal for the completion of the Open Space and Recreation Plan is late September, 2009. The draft plan will be



disseminated to town boards & committees and posted on the town's web site. The GIS maps will be made available on the web site as well, as will the survey results.

In addition to the updating of the town's Open Space and Recreation Plan, the committee discussed ways in which the Town might partner with its many non-profits in discussing greater access and potential use of the facilities and the requirements and obligations associated with that. It was decided to create an Open Space and Recreation web page on the town's web site which eventually will act as a forum for communication and events sponsored by the Committee and its partners. The committee envisions collaborating with other interests, such as the "Celebrate Lancaster Committee!" in co-sponsoring a speaker series and other public, fun, events that will build community and be related to open space and recreation issues. The committee will also strive to partner with the Recreation Committee and interested volunteers to update public access to, knowledge of, and the condition of Lancaster's trails and public open space, improve the condition of the tennis courts and other public recreational facilities, and identify alternative funding sources for projects of this kind.

## **Lancaster Agricultural Commission**

The new Lancaster Agricultural Commission was formed by an affirmative vote at the Annual Town Meeting in May 2008. The mission of the Agricultural Commission is to preserve, revitalize and sustain the Lancaster agricultural industry and to promote agricultural-based economic opportunities.

A key part of the committee's aim in 2008 was and continues to be communicating with interested residents about involvement in the committee, whether as a regular member or on special projects that intersect with the person's area of interest and concern. A joint meeting was held between the Sterling Open Space and Recreation Committee and the Lancaster Open Space and Recreation Committee to jointly learn from each other's experience and from a MRPC presentation on the latest GIS mapping techniques. Collaborations such as this will continue to strengthen our committee as well as regional efforts in improving recreational and open space opportunities.

Lancaster citizens care deeply about the stewardship of the town's natural resources, its agricultural lands, its historic legacy, and its recreation opportunities. By working with fellow volunteers, town government, non-profits, and businesses, we will implement the goals outlined in our Open Space and Recreation Plan. We will explore alternative funding sources to help us do so. We will also build a sense of community for those of us interested in recreation and open space.

Respectfully submitted,  
Cara Sanford  
Open Space and Recreation Committee

The Commission shall develop a work plan to guide its activities. Such activities include, but are not limited to, the following:

- Serve as facilitators for encouraging the pursuit of agriculture in Lancaster
- Promote agricultural-based economic opportunities in the Town

- Act as advocates and educators on farming issues
- Work for preservation of prime agricultural lands
- Pursue all initiatives appropriate to creating a sustainable agricultural community

One of the first activities of the Agricultural Commission has been to draft an Agricultural Preservation Bylaw. It is the goal of the Commission to bring this new bylaw before the Annual Town Meeting in May 2009.

The Agricultural Commission is a five-

Respectfully submitted,

**David Kilbourn, *Chair***  
**Peter Jakubowicz, *Vice-Chair***  
**Susan Miner, *Clerk/Treasurer***

member appointed board with up to two alternate members. The appointed members are:

**David Kilbourn, *Chair***  
**Peter Jakubowicz, *Vice-Chair***  
**Susan Miner, *Clerk/Treasurer***  
**Eric Jakubowicz**  
**Kurt Schuffels**  
**Maria Moreira, *Alternate***

The Agricultural Commission meets on the first Wednesday of each month at 7:00 PM at the Thayer Memorial Library. All residents are welcome to join the Board for these meetings and public involvement is always encouraged.

**Eric Jakubowicz**  
**Kurt Schuffels**  
**Maria Moreira, *Alternate Member***

## **Town Green Buildings Advisory Committee**

### ***Committee History***

The Town Green Building Advisory Committee was appointed by the Lancaster Board of Selectmen in 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 building's renovation and re-use from a legal, zoning, design and construction standpoint. 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 Re-uses***

The Town's Master Plan considers the renovation and re-use of these buildings to be one of its top priorities. The Committee is recommending 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 Center, and the Memorial School will be marketed as rental office space. This year, the focus will be on renovating and opening the Tercentenary Building for the Community Center. It is our goal to open the Center by Fall/Winter 2009.

### ***Project Goals***

- To perform critical/emergency repairs to the 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.

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 in 2007 as part of the capital plan process to be used towards the repairs, and additional funds were approved in 2008

to continue with the renovation of the Tercentenary Building in order to open it as a Community Center in 2009. Two grant applications were submitted this year, but were not awarded. New grant applications will be submitted in 2009.

### ***Project Phases***

- Phase 1 – Prescott Building clean-up
- Phase 2 – Tercentenary/Memorial Building clean-up
- Phase 3 – Tercentenary/Memorial Building renovation
- Phase 4 – Prescott Building renovation
- Phase 5 – Site work

Phases 1 and 2 have been completed.

#### **Phase 3 – Tercentenary/Memorial Building Renovation**

This year, the roofs were replaced on both buildings, along with repairs completed to the gutter system and painting of the trim on the Tercentenary Building. All contaminated surfaces were stripped or removed (carpets, ceilings).

Water and electrical services are scheduled to be reinstated to both buildings in Spring 2009, as well as connection to the town sewer.

In an effort to get the Tercentenary Building opened in 2009 as a Community Center, the

#### Phase 4 – Prescott Building Renovation

This year, the flat roof and the hatch door were replaced on the Prescott Building, along with repair to the skylight. Water and electrical service are scheduled to be reinstated in Spring 2009, as well as connection to the town sewer.

#### *Next Steps*

We consider this 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

Respectfully submitted,

**James Piermarini, *Chair***  
**David Dunn**  
**Michael Eliastam**  
**Paul Hull**  
**Ted Manning**  
**Liz Narbonne**

following activities are budgeted and scheduled:

- Scrape and paint walls/ceilings
- Re-tile floors and refinish the gym floor
- Install geothermal heating/cooling
- Replace windows
- Repair bathrooms
- Clean kitchen
- Operate chair lift
- Install fire alarm system

Further renovations will need to be scheduled in a future year as funding becomes available to proceed with replacing the sloped roof, installing an elevator, adding heating/cooling, and upgrading the electrical and plumbing.

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.

**Orlando Pacheco**  
**Noreen Piazza**  
**Marietta Poras**  
**Sally Rouleau**  
**Sue Thompson**

**Celebrate Lancaster! Committee**

Dedicated members of the community formed the Celebrate Lancaster! Committee in 2008 with the primary function to create programming for the Town of Lancaster which is consistent with family recreation, arts, community outreach, and town sponsored events for free or very little cost. Board members are appointed annually and under the control of the Board of Selectman. We also provide support to existing boards and committees seeking assistance in planning great events for our community.

With financial and volunteer support from community based businesses and individuals, the group has been overwhelmingly successful in its first year. We anticipate more events for our 2009 season and hope everyone gets an opportunity to participate.

Our events in 2008 included:

- The Town of Lancaster Easter Egg Hunt
- The Lancaster Farmers Market
- Movies on the Common
- Assisting the Thayer Memorial Library with the annual Big Truck Night and Car Show.

Respectfully Submitted  
Celebrate Lancaster! Committee

Shawn Winsor  
Stanley Starr  
Noreen Piazza  
Henry Paszko  
Kerry Flathers  
Scott Rossley  
Rev Paul Hull  
Rachel Glover



Andrew, 6, and his sister Allison, 3, with their father Thomas Routhier at the Celebrate Lancaster! Easter Egg Hunt.  
Item Photo.



## V. PUBLIC SAFETY

### Police Department

It is with very cautious pleasure that I submit my 12<sup>th</sup> annual report for the Lancaster Police Department. The Nation, the State and the Town of Lancaster are dealing with very difficult financial times and very important decisions are going to have to be made concerning drastic budgets cuts to all Town Departments. These cuts will have a serious impact on the Lancaster Police Department and how policing will be done within the Town. A review of my 2007 annual report stated that “as the Town grows, the number of police officers and the number of police vehicles that the Town has needs to increase accordingly.” I further stated that within the next two years we would be asking for two additional officers and vehicles to properly respond to calls for service and still be proactive with our enforcement measures and investigations. Well, what a difference a year makes -- this year we have been asked to submit a budget with a bottom line cut of 10% which could result in the loss of two existing police officers instead of adding two. During the year the Communications Center received over 6,450 calls for our services, a 4% increase over the previous year. The services which would be lost will have a dramatic impact on the residents of the Town of Lancaster.

This paragraph is almost a direct copy from previous years’ reports, as I mention it every year and will continue to do so, as the problem doesn’t seem to be getting any better. A major concern to both the Police Department and the residents of the community is the NUMBER OF MOTOR VEHICLES USING OUR ROADWAYS AND THE SPEED THAT SOME OF THESE VEHICLES ARE TRAVELING.

Due to our traffic enforcement efforts, 1150 written citations were given out over the course of the year, it should be noted that not included in this figure is the number of motor vehicles that were stopped and verbal warnings given to the operator. Again this year we are asking everyone to slow down, drive cautiously and obey all traffic laws. During the good weather months the Police Department now has two radar speed trailers that are 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 that the speed trailer 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. During the past year the trailer was put along the side of the road and someone smashed the solar panel; it cost the Town a substantial amount of money to fix the unit. 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.

The number of motor vehicle accidents that the police department responded to in 2008 increased from 142 in 2007 to 151. During one weekend alone (10/24-10/26) the police officers investigated two double-fatality accidents. Although the number of accidents is up from the previous year it is still down from prior years. Again, we will attempt to be proactive and increase our enforcement presence in the high volume accident areas and enforce the traffic laws in an attempt to lower our accident rate. The number of

accidents that a community has directly affects the insurance rates that insurance companies can charge our residents. The smaller the number of accidents the less our rate will be.

At the current time the Police Department has one officer, Brett Thompson who is a state certified child car seat installation technician and a second officer who will be taking the required training in the spring of 2009. Officer Thompson wrote a grant and the Town of Lancaster was awarded \$5,000.00 to use to provide educational seminars for residents, to properly install car seats into motor vehicles and to provide a limited number of car seats to people when the technician determines that the car seat they are currently using doesn't meet the federal or state regulations for car seats. If anyone would like to have their car seat checked by Officer Thompson for proper

installation, please call 978-365-2544 and make an appointment to come to the police station and have it checked. The Police Department is planning on attending and sponsoring events in the near future where we will provide this service to the people who attend. It is very important that car seats are properly installed -- it protects our children and it saves lives.

As always, I would like to thank my Administrative Assistant, Francine Moody, all the police officers, staff, dispatchers, and all other town departments and boards for all their support and assistance that 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 01/01/2008 - 12/31/2008 **Case Activity Statistics**

Total Offenses Committed:	414
Total Felonies:	148
Total Crime Related Incidents:	140
Total Non Crime Related Incidents:	142
Total Arrests (On View):	41
Total Arrests (Based on Incident/Warrants:	9
Total Summons Arrests:	0
Total Arrests (Unspecified Type):	0
Total Arrests:	50
Total P/C's:	4
Total Juvenile Arrests:	7
Total Juveniles Handled (Arrests):	2
Total Juveniles Referred (Arrests):	5
Total Hearings:	1
Total Summons:	55
Total Open Warrants:	6
Total Open Default Warrants:	0
Total Restraint Orders:	34



### Restraint Orders

Restraint Orders	Occurrence(s)	% of Total
Involving Alcohol	8	42.1%
Involving Drugs	0	0.0%
Involving Illness	1	5.3%
Involving Children	10	52.6%
Total Occurrences	19	100.0%

### Incidents of Crime

Crime Incidents	Occurrence(s)	% of Total
Involving Domestic Violence	9	45.0%
Involving Gang Activity	2	10.0%
Involving Alcohol	3	15.0%
Involving Drugs	2	10.0%
Involving Computers	4	20.0%
Involving Alcohol and Drugs	0	0.0%
Total Occurrences	20	100.0%

### Arrests

Arrests	Occurrence(s)	% of Total
Involving Domestic Violence	6	24.0%
Involving Gang Activity	0	0.0%
Involving Alcohol	15	60.0%
Involving Drugs	4	16.0%
Involving Computers	0	0.0%
Involving Alcohol and Drugs	0	0.0%
Total Occurrences	25	100.0%

### Accidents By Street Name

Street Name	JA N	FE B	MA R	AP R	MA Y	JU N	JU L	AU G	SE P	OC T	NO V	DE C	TOTALS
Bolton Rd	0	0	0	0	0	1	0	0	0	0	1	0	2
Brockelman Rd	0	0	0	1	0	0	0	0	0	0	0	2	3
Centerbridge Rd	1	0	0	0	0	0	0	0	0	0	0	1	2
Chacd Hill Rd	0	1	0	0	0	0	1	0	0	0	1	0	3
Creamery Rd	0	0	0	0	0	0	0	0	0	1	0	0	1
Duval Rd	0	1	0	0	0	0	0	0	0	0	0	0	1
Fitch Rd	0	0	0	0	0	0	0	0	0	0	1	0	1
Forbush Mill Rd	0	0	0	0	0	0	0	0	0	0	1	0	1
George Hill Rd	0	0	0	0	0	0	0	0	0	1	0	2	3
Harvard Rd	0	0	0	0	0	0	0	0	0	1	0	0	1
Harvard St	0	1	0	0	0	0	0	1	0	0	0	0	2
High Street Ext	0	0	0	0	1	0	0	0	0	3	0	3	7
Hill Top Rd	0	1	0	0	0	0	0	0	0	1	1	0	3
Kilbourn Rd	0	0	0	0	0	0	0	0	1	0	0	0	1
Lancaster Dispatch	1	0	0	0	0	0	0	0	0	0	0	0	1
Langen Rd	0	1	0	1	0	0	2	0	1	0	0	2	7
Lunenburg Rd	1	0	3	3	1	2	0	1	0	1	2	0	14
Main St	0	1	1	0	0	0	0	0	0	3	3	3	11
Mill St	0	0	0	1	1	0	2	0	0	0	0	1	5
Mill St Ext	0	2	0	0	0	0	0	0	0	0	0	0	2
Moffett St	0	0	0	0	0	0	0	0	0	1	0	0	1
N Main St	1	5	2	1	1	2	1	1	2	2	0	3	21
Narrow Ln	0	0	0	0	0	0	0	0	0	1	0	0	1
Old Common Rd	0	1	0	0	0	0	0	1	0	0	0	0	2
Old Lunenburg Rd	0	0	0	0	1	0	0	0	0	0	0	0	1
Old Union Tpke	1	0	1	0	0	2	0	0	0	0	1	0	5
Otis St	0	0	1	0	0	0	0	0	0	0	0	0	1
Parker Rd	1	1	0	0	0	0	0	0	0	0	0	0	2
Prescott St	0	1	0	0	0	0	0	0	0	0	0	0	1
Route 2 East	0	0	0	0	0	0	1	0	0	0	0	0	1
S Main St	2	0	1	1	2	0	2	0	1	2	1	1	13
S Meadow Rd	1	1	0	0	0	0	0	1	1	0	0	0	4
Seven Bridge Rd	0	1	0	0	1	1	0	0	0	1	2	1	7
Sterling Rd	1	0	0	0	0	2	0	2	0	0	0	1	6
Sterling St	0	2	1	2	1	0	0	2	1	0	1	0	10
Still River Rd	0	1	0	0	0	0	1	0	0	0	0	0	2
Sylvan Rd	0	0	0	0	0	0	0	0	0	0	0	1	1
Thayer Memorial Dr	0	0	0	0	0	0	0	0	0	0	0	1	1
TOTALS	10	21	10	10	9	10	10	9	7	18	15	22	151

### Citation Analysis by Day/Time

Time	SUN	MON	TUES	WED	THU	FRI	SAT	TOTALS
12:00 AM	1	0	0	1	1	0	0	3
1	2	0	1	0	2	3	2	10
2	0	2	2	0	0	0	2	6
3	0	0	0	0	0	0	0	0
4	0	0	0	0	1	0	0	1
5	0	0	7	2	6	4	0	19
6	2	3	4	15	7	9	2	42
7	3	5	5	15	16	17	1	62
8	1	10	11	10	16	11	1	60
9	19	5	12	17	17	21	7	98
10	11	8	12	7	12	14	10	74
11	13	10	19	9	19	12	8	90
12:00 PM	12	6	11	17	16	13	6	81
1	10	9	8	14	18	10	10	79
2	16	15	7	12	25	19	17	111
3	3	12	20	14	12	18	9	88
4	13	4	5	7	5	6	6	46
5	6	8	5	9	10	10	18	66
6	2	6	5	11	12	2	8	46
7	5	3	7	5	6	8	5	39
8	3	8	4	6	9	6	21	57
9	1	6	3	0	5	8	7	30
10	6	2	4	0	2	5	10	29
11	2	0	4	0	0	2	4	12
<b>TOTALS</b>	<b>131</b>	<b>122</b>	<b>156</b>	<b>171</b>	<b>217</b>	<b>198</b>	<b>154</b>	<b>1149</b>

### Citation Analysis by Owner/Operator State

State	Operator	Owner	TOTAL	% OF TOTAL
ALASKA	1		1	0.1%
ALABAMA	1		1	0.1%
ARIZONA	1		1	0.1%
CALIFORNIA	2		2	0.2%
CONNECTICUT	7		7	0.6%
FLORIDA	4	1	5	0.4%
GEORGIA	2		2	0.2%
MASSACHUSETTS	1042	21	1063	92.5%
MARYLAND	3		3	0.3%
MAINE	2		2	0.2%
NEW HAMPSHIRE	12		12	1.0%
NEW YORK	5	1	6	0.5%
OREGON	1		1	0.1%

PENNSYLVANIA	1	1	0.1%	
QUEBEC	1	1	0.1%	
RHODE ISLAND	4	4	0.3%	
TEXAS	1	1	0.2%	
VIRGINIA	1	1	0.1%	
VERMONT	2	2	0.2%	
Unspecified	32	32	2.8%	
TOTALS	1125	24	1149	100.0%

### Citation Analysis by Operator Age/Sex/Race

Race / Sex		≤ 19	19 - 21	22 - 25	26 - 35	36 - 55	≥ 55	TOTALS
White	Male	4	49	57	119	248	98	575
	Female	7	42	42	81	183	57	412
	Total	11	91	99	200	431	155	987
Black	Male	0	2	3	25	12	2	44
	Female	0	1	10	8	5	1	25
	Total	0	3	13	33	17	3	69
Asian	Male	0	0	2	0	4	0	6
	Female	0	1	0	0	1	1	3
	Total	0	1	2	0	5	1	9
Indian	Male	0	0	0	0	0	0	0
	Female	0	0	0	1	0	0	1
	Total	0	0	0	1	0	0	1
Unknown	Male	0	6	3	6	9	1	25
	Female	1	3	3	9	7	2	25
	Total	1	9	6	15	16	3	50
All Races	Male	4	57	65	150	273	101	650
	Female	8	47	55	99	196	61	466
	<b>Totals</b>	<b>12</b>	<b>104</b>	<b>120</b>	<b>249</b>	<b>469</b>	<b>162</b>	<b>1116</b>

## Citation Analysis by Condition

### Road Conditions

Road Condition	Occurrence(s)	% of Total
Dry	963	83.8%
Wet	111	9.7%
Snowy	14	1.2%
Icy	5	0.4%
Other	4	0.3%
Unspecified	52	4.5%
Total	1149	100.0%

### Traffic Conditions

Traffic Condition	Occurrence(s)	% of Total
Heavy	16	1.4%
Light	684	59.5%
Medium	393	34.2%
Unspecified	56	4.9%
Total	1149	100.0%

### Weather/Visibility

Weather/Visibility	Occurrence(s)	% of Total
Clear	857	74.6%
Foggy	5	0.4%
Cloudy	185	16.1%
Rain	36	3.1%
Snow	6	0.5%
Sleet	2	0.2%
Unspecified	58	5.0%
Total	1149	100.0%

## Traffic Citation Statistics

### Type of Citation

Type of Citation	Occurrence(s)	% of Total
Arrest	13	1.1%
Civil	630	54.8%
Complaint	42	3.7%
Warning	443	38.5%
Verbal	0	0.0%
Void	1	0.1%
Unspecified	21	1.8%
Total	1150	100.0%

### Speed Measuring

Speed Measuring	Occurrence(s)	% of Total
Speed Measured by Radar	771	67.1%
Speed Measured by Clock	1	0.1%
Speed Measured by Estimate	5	0.4%
Speed Measured by Lidar	0	0.0%
Speed Measured by Vascar	0	0.0%
Speed Not Measured	372	32.4%
Total	1149	100.0%

### Racial Profile

Racial Profile	Occurrence(s)	% of Total
Black	67	5.8%
Asian or Pacific Islander	9	0.8%
Hispanic	84	7.3%
American Indian or Alaskan Native	1	0.1%
White	955	83.1%
Missing	33	2.9%
Total	1149	100.0%

Accident Occurred	28	2.4%
Citation Issued to OWNER	24	2.1%
Road Divided	1	0.1%
CDL Licenses	14	1.2%
Commercial Vehicle	5	0.4%
Hazardous Materials Involved	0	0.0%

Average Speed	46	MPH
Average Speed Limit	33	MPH
Average MPH over Speed Limit	13	MPH

## Fire Department

This year brought a variety of activities to the Lancaster Fire Department. We experienced 28 incidents which required reporting to the State Fire Marshals Office as a result of a fire. Of these, two were determined to be arson. The total estimated dollar loss for these fires was over \$190,000. Working with the Lancaster Police Department, a conviction was achieved on one of the intentionally set fires.

The total response to emergency calls was 384. We responded to several calls which required special equipment and resources beyond the response to fires. These included multiple fatal motor vehicle accidents, victim recovery from the Nashua River and response to the ice storm during the month of December.

I want to thank all of the public safety personnel who responded to the needs of the citizens during the December ice storm. For five days, calls for assistance for medical needs, food, housing, electrical hazards, access to roads, response to fires, urgent need for generators, pumping basements and more were answered by the Communications Center and dispatched to the Police, Fire, Ambulance and DPW. The people making these requests showed patience and understanding of the complexity of the situation when responding to their needs. (Item Photo)



A special note of appreciation is extended to Atlantic Union College, Perkins School, Nashoba School District and Clinton Hospital for working with the Town in establishing an emergency shelter and food for hundreds of people over the course of the

storm. By acting quickly and working together, we established one of the first shelters in the Central Region. The shelter not only housed and fed Lancaster residents but provided services to neighbors from the towns of Clinton, Bolton, Leominster and Fitchburg.

A unique training opportunity was presented to the Fire Department when we learned that a vacant property, commonly known as the Marble home, was destined for demolition. The current owner provided us the opportunity to perform joint training exercises with Lunenburg Fire Department. We achieved multiple live burn scenarios allowing us to hone skills such as search and rescue, hose advancement, pumping, ventilation,



extinguishment and firefighter rehabilitation and treatment. It is rare to find a property that has proper location

and structural integrity for this type of aggressive training. Our thanks to everyone who contributed to this exercise. (Photo by Scott LaPrade)

Recruitment of Call Firefighters brought two candidates to the fire training program. Unfortunately one recruit withdrew due to health issues with the other graduating near the top of his class. This brings the total personnel roster to 27 firefighters with 10 having EMT certification.

We continue to seek grants whenever they become available. This past year brought grants for public education, water rescue equipment and Emergency Management related equipment and supplies. We have a structured educational program within the

Elementary School which will continue next year.

As we face the upcoming fiscal challenges, we look forward to working with the various Boards and Departments to improve the efficiencies and provide quality Public Safety Services. I want to thank all who

have participated in the delivery of the Fire Department Services as we continue to focus towards safety of the community and our members.

Respectfully Submitted,  
John T. Fleck  
Fire Chief

## Fire Department Records Analysis Report 01/01/2008 - 12/31/2008

### Fire Incidents by Time and Day

Time	SUN	MON	TUES	WED	THU	FRI	SAT	TOTALS
1:00 AM	1	0	0	1	0	0	1	3
2:00 AM	2	1	1	1	0	0	0	5
3:00 AM	1	0	1	1	1	2	0	6
4:00 AM	1	1	0	0	1	0	1	4
5:00 AM	1	3	0	0	1	1	2	8
6:00 AM	1	1	1	2	2	2	0	9
7:00 AM	0	2	3	4	1	3	0	13
8:00 AM	1	3	7	5	5	5	4	30
9:00 AM	1	1	10	1	0	2	2	17
10:00 AM	5	3	5	2	7	4	0	26
11:00 AM	5	3	2	4	5	7	3	29
12:00 PM	0	2	4	7	4	1	1	19
1:00 PM	2	4	5	5	5	1	5	27
2:00 PM	6	2	6	6	3	4	1	28
3:00 PM	4	3	7	2	6	1	3	26
4:00 PM	4	5	4	2	5	3	0	23
5:00 PM	4	4	6	0	5	2	4	25
6:00 PM	4	0	1	3	3	2	0	13
7:00 PM	3	2	3	5	2	4	2	21
8:00 PM	4	3	2	6	1	1	3	20
9:00 PM	0	2	1	2	0	4	2	11
10:00 PM	0	0	0	1	2	1	3	7
11:00 PM	2	2	1	0	1	0	3	9
12:00 AM	2	1	0	0	0	1	1	5
<b>TOTALS</b>	<b>54</b>	<b>48</b>	<b>70</b>	<b>60</b>	<b>60</b>	<b>51</b>	<b>41</b>	<b>384</b>



### \$ Loss by Fire District/Incident Type

Fire District	Incident Type	\$ Loss
CENTER	Building Fire	11,000
	Building Fire	5,000
<b>CENTER Total Dollar Loss</b>		<b>16,000</b>
SOUTH	Building Fire	90,000
	Assist Police of Other Governmental Agency	40
	Arcing, Shorted Electrical Equipment	1,000
<b>SOUTH Total Dollar Loss</b>		<b>91,040</b>
NORTH	Building Fire	100,000
	Passenger Vehicle Fire	14,300
	Building Fire	11,000
<b>NORTH Total Dollar Loss</b>		<b>125,300</b>
<b>Grand Total Dollar Loss</b>		<b>232,340</b>

### Fire Incident Type Category Breakdown

Incident Type Category	Occurrences	% of Total
Fire/Explosion	28	7.3%
Overpressure Rupture	0	0.0%
Rescue Call	137	35.7%
Hazardous Condition	26	6.8%
Service Call	58	15.1%
Good Intent Call	45	11.7%
False Call	80	20.8%
Severe Weather/Natural Disaster	2	0.5%
Special Type/Complaint	8	2.1%
Undetermined	0	0.0%
<b>Total</b>	<b>384</b>	<b>100.0%</b>

### Incident Type

Incident Type	Occurrences	% of Total
Fire, Other	3	0.8%
Building Fire	5	1.3%
Chimney or Flue Fire, confined to chimney or flue	5	1.3%

Fuel Burner/Boiler Malfunction, fire confined	1	0.3%
Mobile Property (Vehicle) Fire, Other	1	0.3%
Passenger Vehicle Fire	2	0.5%
Water Vehicle Fire	1	0.3%
Natural Vegetation Fire, Other	3	0.8%
Brush, or Brush and Grass Mixture Fire	3	0.8%
Grass Fire	1	0.3%
Outside Rubbish, Trash or Waste Fire	1	0.3%
Special Outside Fire, Other	2	0.5%
Medical Assist, Assist EMS Crew	66	17.2%
Vehicle Accident with Injuries	39	10.2%
Motor Vehicle/Pedestrian Accident (MV Ped)	1	0.3%
Motor Vehicle Accident with No Injuries	28	7.3%
Lock-in	1	0.3%
Search for Person in Water	2	0.5%
Gasoline or Other Flammable Liquid Spill	2	0.5%
Gas Leak (Natural Gas or LPG)	1	0.3%
Oil or Other Combustible Liquid Spill	2	0.5%
Carbon Monoxide Incident	7	1.8%
Electrical Wiring/Equipment Problem, Other	2	0.5%
Overheated Motor	2	0.5%
Power Line Down	4	1.0%
Arcing, Shorted Electrical Equipment	3	0.8%
Vehicle Accident, General Cleanup	2	0.5%
Attempt to Burn	1	0.3%
Service Call, Other	5	1.3%
Water Problem, Other	7	1.8%
Water Evacuation	18	4.7%
Smoke or Odor Removal	1	0.3%
Public Service Assistance, Other	2	0.5%
Assist Police or Other Governmental Agency	1	0.3%
Unauthorized Burning	7	1.8%
Cover Assignment, Standby, Moveup	17	4.4%
Good Intent Call, Other	28	7.3%
Dispatched & Canceled En Route	8	2.1%
Authorized Controlled Burning	3	0.8%
Smoke Scare, Odor of Smoke	6	1.6%
False Alarm or False Call, Other	2	0.5%
Malicious, Mischievous False Call, Other	1	0.3%
System Malfunction, Other	2	0.5%
Smoke Detector Activation Due to Malfunction	11	2.9%
Heat Detector Activation Due to Malfunction	2	0.5%
Alarm System Sounded Due to Malfunction	19	4.9%
CO Detector Activation Due to Malfunction	4	1.0%
Unintentional Transmission of Alarm, Other	4	1.0%
Smoke Detector Activation, No Fire - Unintentional	20	5.2%
Detector Activation, No Fire - Unintentional	3	0.8%
Alarm System Sounded, No Fire - Unintentional	10	2.6%

Carbon Monoxide Detector Activation, No CO	2	0.5%
Severe Weather or Natural Disaster Standby	2	0.5%
Special Type of Incident, Other	6	1.6%
Citizen Complaint	2	0.5%
Total	384	100.0%

## Communications Center

I would like to begin by saying thank you to everyone who helped and assisted us during the most terrible ice storm in New England. I was out of town when this occurred. The Town of Lancaster is lucky to have employees who stepped up when needed without being asked; all departments should be praised for their work.

The year 2008 was busy as usual. The number of calls was up from 2007, as expected with all the new housing going on.

I would like to thank all residents who have numbered their houses; we are finding fewer un-numbered each year. I would like to let everyone know how important it is for your numbers to be seen from the street should there be an emergency.

The Communications Center is a valuable asset, as we are in the Police Department 24/7 to assist anyone who needs assistance, whether it is of importance or not. We are back-up for the town departments after hours. We know when the Recycling Center is closed, and we monitor the water pressure of the town, and receive all animal calls. Sometimes we even end up being the

“pound” for found animals until Animal Control can arrive. We also issue all burning permits and monitor residential and commercial burglar and fire alarms and so much more.

I would especially like to say thank you to all of the Dispatchers for this past year:

- Marilyn Moran
- Marilyn Gaughan
- Patricia Penski
- Regina Brown
- Alan Hisman
- James McNamara
- Robert Moody
- David Seymour
- Moe Brassard
- Patrick Mortimer

To Chief Lamb and Chief Fleck, thank you for your support in my decision-making at all times. To all other Town Departments thank you for all your help throughout the year.

Respectively submitted,  
Kathleen L. Pierce, Supervisor

## Ambulance Department

This past year was a busy year for the Ambulance crew. We responded to just under 550 calls for service which was the highest ever. As in the past, the majority of

the emergencies continue to be that of a respiratory type, with Diabetic emergencies following a close second, followed by falls,

general weakness, flu-like symptoms and motor vehicle accidents.

With all this the crew continues to find time to donate their services to support various organizations, (i.e., Perkins School, Boy Scouts, Lancaster Coffeehouse Folk Music Concert and the American Red Cross Blood Drive to name just a few).

The crew also participated in several training excises, some with the Towns of Clinton, Berlin, Bolton and Sterling. One



was held at Clinton Hospital which included a Hazmat scenario. Several volunteer victims arrived at the Hospital with a white power substance all over them and entered the Hospital. This situation required an evaluation of the Emergency Room, and the victims along with Hospital Staff members had to be decontaminated before seeking Medical treatment. Clinton Hospitals

Emergency Hazmat plan was put into action, which required the Fire Department to respond to the Hospital and set up the Hazmat De-con Tent. Once this was in place and operative, all contaminated personal had to go through the three stages of decontamination before they could be sent back into the Hospital for treatment. EMT's and Fire personal responded from all surrounding towns to participate in this training event.

In closing I would like to thank all the members of the Ambulance Squad for their hard work and dedication throughout the year. It is because of your efforts that we can continue to provide the residents of Lancaster with Emergency Ambulance Service.

In addition, I would like to thank the other public safety departments -- Police, Fire, and Department of Public Works -- for their support throughout the year.

Captain Everett Moody

## **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, 695 Main Street, Suite 2, Lancaster MA 01523.

Members of the Animal Control Commission are:

Stephanie S. Frommer, Chair  
Janice H. Johnson  
Alan J. Johnston  
Joyce E. Moody, Clerk  
Sherry A. Cushion  
Kelly E. Quill  
Erin M. DeCoste

### **Animal Control Officer (Phyllis Tower)**

The Lancaster ACO responded to the following calls in 2007:

Dogs:	Cats:	13
▪ 23 Barking	Wildlife:	23
▪ 64 Loose	Livestock:	4
▪ 2 Vicious	Citizen Advice:	12
▪ 12 Reported Missing		
▪ 2 Abuse/Neglect		
▪ 1 Hit by Car		

### **Animal Inspector (Phyllis Tower)**

The Lancaster Animal Inspector conducted farm animal inspections at 35 residences in Town, inspecting the following:

Equine:	Cattle:
▪ 80 horse	▪ 1 dairy
▪ 2 foal	▪ 83 beef adult
▪ 19 pony	▪ 121 beef young
	▪ 6 steer
Goats: (adult = 1 year & older)	Fowl:
▪ 48 adult	▪ 135 chickens
▪ 5 young	▪ 49 water fowl
	▪ 4 game birds
Sheep:	▪ 304 turkeys
▪ 30	▪ 12 pigeons
Swine:	Other:
▪ 1 breeder	▪ 16 rabbits
▪ 20 feeders	

### **Animal Disposal Agent (Phyllis Tower)**

The following dead animals (road kill) were picked up and disposed of by the Animal Disposal Agent in 2008:

Cats	3	Woodchuck	1
Dog	1	Fisher	1
Opossums	3	Porcupine	2
Coyotes	4	Crow	1
Raccoons	5	Rabbit	2
Beavers	2	Duck	1
Turtles	1	Skunk	6
Deer	5	Fox	2



## VI. OFFICE OF INSPECTIONAL SERVICES

### Building Commissioner & Zoning Enforcement Officer

The following is a report of the activities of the Building Department for the calendar year 2008:

Purpose of Building Permit	Number of Permits	Construction Value
<b>Residential</b>		
One Family Dwelling	9	\$2,248,850
Two Family Dwelling	2	\$490,400
Additions & Alterations	50	\$940,929
Garages	4	\$169,000
Miscellaneous	184	\$1,476,829
<b>Non-Residential</b>		
Additions/Alterations		
New Construction	4	\$157,900
<b>Demolition</b>	8	\$320
<b>TOTAL</b>	<b>261</b>	<b>\$5,484,228</b>

Fees Collected in 2008	Number of Permits	Fees Collected
Building Permits	261	\$67,780
Plumbing/Gas Permits	106	\$10,760
Wiring Permits	133	\$9,544
Weights and Measures		\$810
<b>TOTAL</b>		<b>\$88,894</b>

There were 261 Building Permits issued in 2008. This may indicate that construction activity may have increased from 2007, which had 219. This increase was due to the woodstove permitting and miscellaneous activities. The permit fees showed an approximately 20 percent decrease from last

year's fees, due to challenges in the industries.

There is a significant number of proposed pending, and/or approved residential projects which may have a significant impact on this department in the upcoming years.

From 2004, to present the Building Department has been averaging 280.4 permits a year. These permits require plan review, engineering approval, zoning determination, and required signatures from various Departments. Once the permit has been issued the inspectors must go out to the field and inspect.

Once again, I would like to take this opportunity to thank all the members of this department for their continued dedication and support. I would also like to thank the various departments, boards and commissions for their cooperation in the building permit process. Also, at this time, I would like to acknowledge the departure from this department of Richard Pauley after four years of service. His contributions are recognized and appreciated by this office.

It is also important to inform and/or remind the residents of this community that a building permit must be obtained for any

construction, alteration, repair, demolition, or to change the use or occupancy of a building. A wiring permit is required for any work to the electrical system in a structure including low voltage wiring. Additionally, any proposed plumbing or gas fitting must also be completed under the respective permits. Permit applications should be submitted prior to beginning the proposed work. These codes are for your protection. Please contact this department with any questions or if you propose to do any work as defined above.

Homeowners must also be reminded to take advantage of the invaluable low cost protection afforded by installing and/or assuring proper operation of smoke and carbon monoxide detectors.

Respectfully submitted

Peter M. Munro,  
Building Commissioner

## **Sealer of Weights and Measures**

During the past year this department has insured equity and fairness in the marketplace for both the consumer and merchant while fulfilling the requirements mandated by the 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 \$850 in fees. Inquires, requests or complaints by consumers or merchants were responded to or investigated. 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 additional disciplines.

I wish to thank all of the 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**

### **Highway Division**

The major projects completed by the Highway Department for 2008 included, but were not limited to:

- Addition of (newly accepted road) Oetman Way, located off of Goss Lane, to list of streets being maintained by the Highway Department.
- Completion of almost one mile of sidewalk rehabilitation on Main Street north from Barnes Court to just short of the Nashua River.
- Road resurfacing to Bolton Station Road, Old Common Road, and Narrow Lane. Due to the enormous price increase for asphalt, the list of proposed paving jobs scheduled for town roads had to be modified to include those requiring the most repairs. 2,533 tons of asphalt was used.
- The Highway Department and the Water Department assisted the Fire Department on their new radio building at the water tanks.
- Approximately 350,000 feet of line painting was completed. This included 66 Stop lines and 28 crosswalks.
- A collaborative effort with Atlantic Union College to establish some new crosswalk zones and signage.
- The Highway Department and Soccer Association established NO PARKING areas along Lunenburg Road.
- All Speed limit signs on Rte 70 and Rte 117 were changed to meet Mass Highway Specifications.
- Several catch basins were rebuilt and three new ones were installed.
- Annual street sweeping, roadside mowing, and catch basin cleaning was performed.
- Road side drainage was installed along Langen Road along with many pavement repairs and curbs replacements.
- Brush was trimmed along many roads.

Scott MacDonald  
Highway Foreman

### **Cemetery/Tree Division**

This mowing season has been pretty intense. The zero-turn mower has been a life-saver; with its high vac system it has saved a lot of time on fall clean-up with the leaves.

Due to the budget cuts, I am asking townspeople to have a lot of patience with tree problems. We will do the best we can, so please bear with us and we can get through this tough year ahead together.

Recently we had a problem with an irate person calling the Dispatch Center. This doesn't solve the problem so I would like to take this time to explain that these types of calls should be directed to the proper offices and not to the wonderful and professional dispatch personnel that this town should be proud of.

The tree season was cut short due to budget cutbacks but if you feel you have a life-threatening emergency, please call us and as always we will be glad to go over the situation with you.

At this time I would like to thank all the departments – fire, police, communications,

etc. – and the list goes on, for all their cooperation during the sever ice storm.

Thanks to all of you,  
Larrie Knoll  
Cemetery Foreman

## Water Division

In the year 2008 the Water Division pumped 207,767,000 gallons of water. This amount is 23,330,000 less than the year before. This still leaves us at 16% of water pumped unaccounted for, mostly from leaks that do not surface. To try and lower this amount we received and completed a grant from the Department of Environmental Protection (DEP). DEP and this department hired Waste Water Pipe Line Testing and located 22 leaks with a total savings of 13,963,000 gallons of water. We are continuing our meter replacement program, with a savings of 6,675,000 gallons from meters that were

stopped or slowing down from old age. At this writing we are approximately half way through the system on meter change outs. The total water loss because of obsolete meters last year amounted to 6,675,990 gallons. The department is still flushing every two weeks in areas of town where there are complaints of water quality issues. In the coming summer “please” continue to conserve water.

Robert Pelletier  
Water Foreman



DPW Trucks participated in the Thayer Memorial Library “Big Truck Night.”

Photo by Emily Rose

## VIII. CULTURE AND RECREATION

### Historical Commission

Michael Sczerzen chaired the Historical Commission in 2008. The members were Elizabeth Colley, William A. Kilbourn, David Knott, Joy Peach, Sally Rouleau, Michael Sczerzen, and Jean Watson. On September 23, 2008, William A. Kilbourn died suddenly and on September 30, 2008 David Knott (member since 1990) resigned to move to Michigan. Both these men will be missed. Heather Maurer Lennon was appointed on December 15, 2008

The Commission office is open every Tuesday to provide service to the public regarding historical research and genealogical information. Proceeds from research copy work are returned to the General Fund. Sally Rouleau is the liaison from the Historical Commission for the Town Green Buildings Advisory Committee. Elizabeth Colley is liaison to the Open Space and Recreation Committee.

September 11, 2008 was the One Hundredth anniversary of the Town Hall. On November 16, 2008, the public and town employees were invited to a celebration event, which was held in the town hall auditorium by the Historical Society and co-sponsored by the Historical Commission. Approximately fifty people attended and were treated to a Powerpoint® presentation, refreshments, and a chance to speak about their personal remembrances of town hall.

As part of the Master Plan recommendation, the Historical Commission is working on wording a demolition delay bylaw. The Historical Commission brought forth a warrant article for preservation of the Town

Green. The article was defeated at the October 6<sup>th</sup>, 2008, Special Town Meeting.

The Lancaster Historical Commission was chosen in 2007 by the Massachusetts Historical Commission to receive services of a professional consultant who inventoried the Old Common and Middle Cemetery and provided the necessary paperwork in preparation for National Register status application. E-Forms and data sheets and maps of the Old Common and Middle Cemeteries were compiled and completed in 2008. This work is part of our goal to have all six historic cemeteries dating from 1878 back, recorded for nomination for National Register Status. The Lancaster Historical Commission in coordination with the Lancaster Department of Public Works continues to pursue grant money from the Massachusetts Historical Commission in preparation of the necessary requirements.

The Lancaster Historical 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 of the year.

New roofing was installed on the Memorial School, the Prescott Community Building (Center School) and the Tercentenary Building. The Historical Commission recommended that the town apply for a Massachusetts Preservation Project Fund grant for the Prescott Building. Although the town was not selected for the Massachusetts Historical Commission's Round 14<sup>th</sup> grant, the grant Round 15 application has been announced, and the town will submit an application for exterior

work on the building. Much work has been done to clean out debris from these three buildings. The Historical Commission continues to encourage the town to restore and refurbish these three buildings which are listed on the Center Village National Registrar Advisory Committee.

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.

Significant changes to property:

- 100 South Meadow Road - House, c. 1775, – Being restored by the present property owners
- 648 Main Street, Brick Store, c. 1800, demolished and replaced by a new building

- Marble House property which had been located off Lunenburg Road, c. 1800, burned as fire training event.
- 126 Mill Street, c. 1800, demolished and replaced by new building
- 357 Sterling Road changed from a residence to a church property (Seventh-Day Adventist Conference)

#### **Accessions:**

- Framed artifact from the estate of Eve St. Ivanyi, daughter of Rev. Dr. St. Ivanyi.
- Memorabilia from the Current Topics Club

## **Trustees of the Thayer Memorial Library**

In the 147<sup>th</sup> year of service to the residents of Lancaster, the Thayer Memorial Library witnessed another year of growth in services as well as increases in service hours and staff. In January, the Board of Library Trustees (Trustees) submitted FY2008 BUDGET ACTION PROPOSAL: TO INCREASE LIBRARY BUDGET TO SUPPORT AN INCREASE IN PUBLIC SERVICE AND STAFF HOURS to the Board of Selectmen and Town Finance Committee for consideration. In addition to asking for 30 more page hours, the Library increased service hours over 25% which included Friday hours as well as being open on Saturdays throughout the year. Given the dramatic growth of Library use over the past few years, the Town approved the request, effective on July 1, 2008.

### **Budget**

Over calendar year 2008 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 FY2008's municipal appropriation. Likewise from July to December the Library operated on the first six months of FY2009's municipal appropriation. Table 1 illustrates the Library's total operating municipal appropriations for each *fiscal* year, affecting *calendar* year 2008.

In FY2008 an increase in appropriation was realized due in large part to maintaining staffing levels, negotiating a new contract with the Director, and operating and maintaining various building systems (fire suppression, HVAC, etc). However over 50% of the total increase was generated from rapid and steep increases in fuel and electric expenditures. Although staffing

expenditures rose over 17%, the outcome of implementing new services hours, the FY2009 appropriation actually decreased

due to a Town plan centralizing energy and utility expenditures which took energy costs out of the Library's budget.

**Table 1**

<b>Fiscal Year</b>	<b>Months Utilized in Calendar 2008</b>	<b>Total Fiscal Year Municipal Appropriation</b>	<b>Δ% from Previous Fiscal Year</b>
<b>FY2008</b>	January to June	259,432	9.70%
<b>FY2009</b>	July to December	252,165	-2.80%

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 FY2008 and is anticipated to do so, as well, in FY2009. As a result of meeting all of the Commonwealth's requirements for public library service, the Library received a FY2008 State award of \$10,988, a 9% increase in State funds from FY2007's. In contrast, the initial FY2009 State Aid Award is \$6,329 a decrease of 42% since the year prior.

Highlights for meeting MBLC requirement over the course of calendar 2008 include:

- Maintaining the Library's Minimum Appropriation Requirement (MAR) provided by the Town for both fiscal years.
- Sustaining 38 hours (Jan. to June) and 49 (July to Dec.) of public service per week.
- Spending at least 19% of total operating expenditures on purchasing books and other informational materials. Over FY2008, which ended in June 2008, the Library's total operating budget including appropriated and non-appropriated funding sources was \$318,435, of which \$61,512, or 19.78%, was expended on materials (books, DVDs, etc.). The Town's appropriation

covered about 58% of the required material expense with the balance coming from the Library's non-appropriated sources (trust fund income, gifts, etc.). The Library anticipates a similarly sized media budget for FY2009.

While meeting all service standards established by Commonwealth statutes and regulations, the Library would not be able to exist as it did throughout calendar 2008 without having non-appropriated sources of income available to augment municipal appropriations. Over calendar year 2008, the Library spent \$59,149 in non-appropriated funds. The funds were provided by the following sources:

The Library spent \$14,099 of its *State Aid* and other state income over calendar year 2008 [note that some of this revenue was rolled over from prior years]. Notable State Aid expenses included supplementing building maintenance and custodial services (\$6,534), purchases of paper, printer ink and other office supplies (\$2,165), wages and other professional services (\$2,013), programs and other direct to patron services (\$1,848), books and media processing supplies (\$799) and books and other media (\$740).

The Library expended a total of \$8,962 of *Trust Fund* income to pay the wages of our

Special Collection Assistant (\$2,622), and purchase books and other media (\$6,340).

The Library manages four *revolving accounts* used to collect revenue and to make targeted purchases. Over calendar year 2008 the Library expended \$7,413 from its *revolving accounts* to purchase books and other media (\$6,533) and maintain and supply its public copy machine (\$880).

The Library maintains several *gift accounts* established to accept donations from individuals, estates and organizations. Over the course of the year the Library received \$11,142 in gifts from: the Friends of the Thayer Memorial Library (\$5,217), the Rosemary Davis Fund of the Greater Worcester Community Foundation (\$3,953), Alan C. Nichols (\$1,500), Lancaster Land Trust (\$340), Emily Chetkowski (\$20), Mary Jane Wanamaker & Samantha Riley Sarfin (\$20) and Kathleen M. Holden (\$10). The Library received \$82 in anonymous gifts. Gift accounts provide funds for most Adult and Youth programming as well purchasing all of the Library's museum passes.

### **Building and Operations**

Calendar year 2008 was marked by several notable building and operational expenses. Early in the year a patron reported that she couldn't hear the exhaust fan operating while in the ground floor bathroom. Upon further investigation the inoperable fan, housed near the Library's roof, was replaced. In April the Library addressed the problem of the Museum humidifier draining from the roof near the front entrance steps. A contractor was hired to reroute the water which now drains near the reference room. In July, the Lancaster Fire Department responded to an alarm triggered by an attic heat sensor. Areas in the attic reached in excess of 125°F. As a result of placing fans to void the heat one slipped, fell and

Calendar year 2008 was also noteworthy in donations made to the newly formed John Eliot Thayer Trust (J.E.T). Income generated from J.E.T. principal will be spent in future years to support all services associated with the Library's Rare and Special Collections. The following people gave generously to this Trust fund: Cornelia Adams, I. Tucker Burr, Pauline T. Duke, John T. Goodhue, John Hemenway, Phoebe Milliken and Keiko F. Thayer.

Finally, by the end of FY2008 (June 30), the Library again qualified and 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 \$7,408 award, an increase over 79% compared to last year's award. Further, The Thayer Memorial Library was rated the third most active net lender trailing only Worcester Public Library and Fitchburg Public Library.

shattered one of the stained glass panels above Memorial Hall. A glass conservator was hired to restore the panel which was completed in October. In July the Library installed a permanent mailbox in front of the Children's room on Thayer Drive. In October motion sensor lights were installed in all public bathrooms. In addition, the Director's Office was furnished with a stately new desk marking the final purchase made by the Library Building Fund. Finally, in December an ice storm devastated Lancaster and most surrounding towns. Behind the Children's Room several of the more substantial tree limbs from the white pines fell under the great weight of accumulated ice. In addition to losing

power, the Library's main fire panel was obliterated, the likely victim of an electrical surge experienced during the storm. In total

the Library was closed for two days (Friday and Saturday) before opening again on Monday.

### **Collection, Circulation and Other Activities**

Special Collections services continued to be impacted by declining Trust Fund income as a result of falling interest rates. With less income being generated by the Library Trust Funds, the principal source providing funding for staff hours in the Constance V. R. Thayer Dexter Special Collections became even more limited. However, without any municipal funding the Library accomplished important work regarding its Special Collections and Artifacts. In July, Lancaster's Historical Commission had the Coach Lace Swatches on display in the Museum rebacked. Through an LSTA grant administered by the CMRLS, the Library digitized a collection of photographs of the 1912 Fourth of July Pageant Exhibition conducted on the Town Green. The images are located on the Digital Treasures site in the Lancaster Collection at: <http://dlib.cwmars.org/cdm4/browse.php?CISOROOT=%2Flancaster>. In September after over twenty years, the Library was able to afford updating the appraisals of its most precious treasures in the Rare Book Collection. For Veteran's Day, the Library unveiled its newly restored World War I roll call memorial.

By the end of December 2008, the Library's collection count rose from 61,784 items in

2007 to 64,205. Many of these items were purchased; however the Library received 2,836 donated items, almost a 50% increase from last year. Assuming the most conservative value for these items the Library estimates these additions were worth over \$28,138. A generous portion of these donated materials were most likely acquired through the Library's successful CDs for fines program. In total, the Library processed and added 8,624 items to the collection which was 1,327 more items than in 2007. The Library subscribed to 152 periodicals and received an additional 29 subscriptions as gifts. In addition, 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 19 various museum and attraction passes by year's end with a total value of over \$4,500.

At the end of December 2008, the Library recorded 5,052 registered borrowers, 221 more than in 2007. Over 70% of Lancaster residents had Library cards by the end of the year. Circulation usage continued to reach new heights, increasing over 22% since last year. Remarkably, over the last seven years the Library more than doubled its circulation transactions.

**Table 2**

<b>Circulation</b>				
<b>7-year Average</b>	<b>Calendar 2007</b>	<b>Calendar 2008</b>	<b>Δ% from Calendar 2007</b>	<b>Δ% from 7-Year Average</b>
73,479	98,131	120,165	22.45%	63.54%



Analysis of annual circulation statistics continues to reveal that patron demand for competing media types, namely in audio and video formats, is still growing. Over calendar 2008, non-print (compact discs, videocassettes, etc.) circulation accounted for almost 50% 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 18% from 51,992 to 61,401.

The Library once more provided non-school related programming activities for all ages throughout calendar year 2008. In total the Library provided 114 (28 Adult and 86 Youth) programs with overall turnout to all programs totaling over 3,500 people.

In addition to providing weekly story hours, the Children's Department continued its monthly Young Adult book discussion group, provided its fifth annual Big Truck and Classic Car Night on the Town Green,



four Red Cross Babysitters' Training courses, and four Princess Tea Parties. A new series was begun for older youth based on the card game

*Magic the Gathering* which met nine times. An additional 11 programs of varying themes were funded by the George K. Progin Foundation. (Photo by Susan Mello-Conroy)

Likewise, the Adult Department provided 10 programs funded by the Rosemary Davis Memorial Fund of the Greater Worcester Community Foundation, 13 programs in its series titled "Learn from Your Neighbors", 12 Adult book discussions, and 4 programs in its newest offering, Friends of the Thayer Memorial Library Program Series.

The Library continued to diversify services by displaying the work of local artists through the Art on Rotation Gallery out of Clinton. The Library was also the recipient of a "Picturing America" grant, an initiative from the National Endowment for the Humanities. Images of 40 iconic works of American art of varying media were showcased on the second floor of the Library's rotunda. Finally, the 7th annual "Food for Fines" program was held to assist families in Lancaster who had fallen on tough times in 2008. Late fees were waived for all patrons who donated non-perishable food to the cause. 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.

Over the course of calendar 2008 the Library estimates five patrons per day utilized the public computers for Internet access and word processing. In addition, the Library initiated wireless internet access throughout the building for patrons who brought their wireless devices (i.e. laptop, telephone).

The Library continued to reach out to Lancaster residents using targeted publicity and published its newsletter the "Clarion: The Quarterly Newsletter of the Thayer Memorial Library" for the fifth straight year. Both major local newspapers, The Item and Lancaster Times & Clinton Courier, continued to provide the Library ample space to publicize current programming events on a weekly basis.

Even when not open for everyday services or Library-sponsored events, the Library building was frequently utilized by local, regional or state governmental or private agencies for non-library specific meetings or events. In calendar year 2008 the Library



provided around-the-clock access to its meeting rooms (located on the building's

ground floor) and recorded 301 uses, 109 more uses than the year prior.

## **Donations, Volunteers and Other Unpaid Help**

During calendar year 2008 the Board of Trustees launched the Thayer Memorial Library Foundation in partnership with the Friends of the Thayer Memorial Library. The purpose of the Foundation is to benefit the Library by conducting and managing an Annual Appeal and other major fundraising. The 501-c-3 status of the Foundation was secured and officers were chosen. The Thayer Memorial Library Foundation sent its inaugural appeal to Lancaster citizens and businesses in November 2008.

Money and gifts in-kind were received from many benefactors and the Library wishes to recognize the following people:

Cornelia Adams , A. Dennis Barbor of George K. Progin Foundation, Bob Baylis and the Big Truck Night Crew, William Bonczek, I. Tucker Burr, Emily Chetkowski, Sheryll Collins, Central Massachusetts Regional Library System, Christopher Detsikas, Pauline T. Duke, David Dunn, Dunn and Company, Charlotte Follansbee, Friends of the Thayer Memorial Library, Christiann Gibeau, John T. Goodhue, The Greater Worcester Community Foundation, Kathleen M. Holden, Lancaster Cultural Council, Lancaster Fire Department, Lancaster Times & Courier, Library Building Fund Board, Jean Lidstone of the Lancaster Land Trust, Carlos LLanso, Chester Locke, Massachusetts Board of Library Commissioners, Ron Millet, Brian Newton of Legacy Publishing, Phoebe Milliken, Alan C. Nichols, Marilyn Pagé, Valorie Parent, Jane Paszko, PJW Youth Fund, Plastran Inc.-PTX, Susan Polansky, Sue Raymond, Sarah Reiff-Hekking, Samantha Riley Sarfin, John Schumacher-Hardy, Lauren E. Searcy, John Spencer, Sara Spencer, Dana Stanley, Kathy Suits, Mary Jane Wanamaker, Keiko F. Thayer, Shawn Winsor and the Western Massachusetts Regional Library System.

The Library's loyal corps of volunteers continued to play an invaluable role enhancing the ability of the staff to deliver quality service to patrons. In addition to adding new members to its volunteer ranks, the Library was the recipient of 3,014 unpaid, volunteer hours of service – an increase of over 20% from 2,482 hours the previous year. Averaging over 47.5 hours per week, volunteers saved Lancaster residents \$26,951 in wages (based on the wages of an entry level page). Additionally, Roseanne Colombo and Donald Boucher completed their second year working at the Library as Tax Abatement staff. Cecile Thurlow completed her fifth year as the Library's Tax Abatement Senior Museum Clerk.

The Library's loyal corps of volunteers includes: Janet Baylis, Tamara Bedard, Laurie Bernadette, Elaine Bitter, Donald Boucher, Lisa Boutotte, Yartiza Brown, Tim Castner, Britlin Chapman, Pete Christoph, Sheryll Collins, Kyle Conroy, Pete Cormier, Lisa D'Ambrosio, Helen Dorval, Cornelius Driscoll, Kathy Driscoll, Precious Erving, Marie Espinola, Maria Fenstermaker, Beverly Fine, Hope Fiori, Brian Flaherty, Molly Flynn-Alling, David Gendler, Maura Gerrans, Christiann Gibeau, Anvish Gurijala, Emily Hall, Nicole Hart, Alan Joseph, Bob Kadlec, Susan Kadlec, Carolyn Ketchum, Ceil Kirby, Laura Pelletier, Kristin Law, Barbara Linton, Margaret MacLaughlin, Adrienne Martin, Bobby Masterson, Dot McCandless, Norma McCarty, Roy McCoy, The boys at the New River Academy, Jamie Osborne, Marilyn Pagé, Kristen Phillips, Susan Polansky, Gail Prewandowski, Kas Quinn, Teresa Quinn, Irene Roper, Jo-Agnes Santangelo, Cassie Sefton, Ellyn Sherman, Hollis Shore, Emma Sneiderman, Selena Trott, Kyle Ursuliak, Rhys Ursuliak, Robyn Yalian, Stephanie

Yalian, Tyler Yalian and the Library Trustees.

Respectfully submitted  
Joseph J. Mulé, Director

### Members of the Board of Trustees:

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

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

### 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  
Janet Baylis, Library Tech  
Janet Baylis, Page

Sandy Altucher, Page  
Lisa D'Ambrosio, Page  
Dorothy McCandless, Page  
Nancy Record, Custodian  
Cecilia Thurlow, Senior Museum Clerk  
Donald Boucher, Museum Clerk  
Rosanne Columbo, Adult Services Asst

### Library Hours (effective July 1, 2008):

Monday:	10:00 PM – 8:00 PM
Tuesday:	12:00 PM – 8:00 PM
Wednesday:	10:00 AM – 8:00 PM
Thursday:	10:00 PM – 8:00 PM
Friday:	10:00 PM – 5:00 PM
Saturday:	10:00 AM – 2:00 PM

### Recreation Committee

The Lancaster Recreation Committee offers youth basketball for grades 1 through 8. Practices and games are held at the Mary Rowlandson Elementary and the Luther Burbank Middle Schools. Games are played with the Towns of Bolton, Harvard, Stow and Maynard. We would like to thank Bill Duggan for coordinating the program.

The basketball court on Packard Street had new standards and hoops installed in the spring. The court got a makeover, thanks to Corey Baker who took on this project as his

Eagle Scout Project. Thanks to all who assisted Corey on this worthwhile project.

Committee member Steve Mudgett continues to do a fine job maintaining the Little League Fields and coordinating the program at Thayer Field. Committee member Joe Kennedy organized a successful Challenger Baseball Program. Adult co-ed softball was offered and well attended. The town beach at Spec



Pond was open for eight weeks with four life guards and three attendants to oversee the safety at the beach. Brendan McGovern served as head life guard and beach coordinator. Brendan continues to show excellent leadership in this capacity.

The Lancaster Recreation Committee has a limited budget, and it is only because of hard-working volunteers who give freely of their time that allows us to offer the

programs that we provide. Special thanks are given to Steve Geldart and Ray Johnson for their able assistance to the committee.

Respectfully submitted,

Joan Mitchell, Chairperson  
Henry Richter  
Joe Kennedy  
Steve Mudgett



Challenger League Team, photo by Peggy Kennedy

Insert photo shows Challenger League players Paul and Tim Murtland, photo by Peggy Kennedy

MEMORIAL DAY  
Monday, May 26<sup>th</sup>, 2008 9:00 AM  
The Town Green Lancaster Center

Parade Marshall	William W. Bartlett
Commander of Commander Everett Minigan, American Legion Post 96	Henry Richter
Master of Ceremonies	Henry Richter
Invocation	Robin Davidson
Pledge of Allegiance to the Flag	Audience
"America the Beautiful"	Audience and Lancaster Middle School Band
General Logan's Orders	Kevin Poole
"Stars and Stripes Forever"	Audience and Nashoba High School Band
Lincoln's Gettysburg Address	Jane Kirkpatrick
"Londonderry Air"	Audience and Lancaster Middle School Band
Memorial Address	CWO-4 William W. Bartlett
Call for Wreath Bearers	Henry Richter
Call for Heritage Group	Henry Richter
"The Star Spangled Banner"	Audience and Lancaster Middle School Band
Decoration of War Memorials	Veterans
Three Rifle Volley	Firing Squad
"Taps"	Lancaster Middle School Band
Benediction	Robin Davidson

Parade proceeds to North Cemetery led by The American Legion. Music provided by Nashoba High School Band, directed by Tom O'Toole; and, Lancaster Middle School Band, directed by Wayne Gilbert

The Star Spangled Banner      Town Green      Nashoba High School Band

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

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

Memorial Day Committee Members

Cheryl Bartlett	Joy Peach
Ann Fuller	Karen Shaw
Jen Lapen	Carol Sonia
Henry Paszko	Roberta Winsor
Mary Paquette	



## IX. EDUCATION



# NASHOBA

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## Regional School District

I am pleased to report that the District is in excellent shape. We continue to perform admirably with respect to our mission: "To educate all students to their fullest potential." It is because we hire excellent candidates and provide them with the support, supervision, and resources needed to do an important job, well. Your support means all the difference when it comes to making sure our teachers have the resources they need. Our class sizes are the envy of the surrounding communities, our use of technology is second to none, and the materials we use are state of the art.

We have a strong financial footing with budgets that meet our needs. The School Committee has done an admirable job of working with the towns, parents, and administration in crafting a funding source that is adequate, fair, and equitable. The administration works very hard at managing these resources extremely well to get the most out of each dollar. As a result, over the last five years we have managed to rebuild our excess and deficiency fund, maximize our state required reserve fund, and keep up with our deficit bond payments. This fiscal planning will serve us well in the next few years during these uncertain economic times.

As for our academic performance, our comprehensive pre-kindergarten through eighth grade program fosters student success. We are especially proud of the work our teachers and support staff did throughout the 2007-2008 year in drafting the Pacing Guides for student learning in all content areas. This work is very helpful in

ensuring that all standards are covered during the course of the school year. Over the summer our Teaching and Learning Department edited these guides and published them to our intranet for teacher access. This past fall we started our standards-based unit design and assessment work for units listed on the Pacing Guides. This work enables us to meet our goal of parity across the district.

Student accomplishments continue to be considerable. Many of our students are accomplished artists, musicians, athletes, equestrians, and actors. Their extracurricular activities mold them into well-rounded community contributors. Marjie Lam has been named as a National Merit Scholarship Semifinalist. In addition, eleven other students from our senior class achieved Commended Student status in the National Merit Program. They are as follows: Ramesh Govindan, Sean Killackey, Kelly Macko, Marc Macleod, Starr Miyata, Nick Papanastassiou, Molly Porcher, Rebecca Shoer, Nick Sozio, Alexandra Spear, and Aaron Wassall. The 2008-2009 Worcester County Superintendents' Association Certificate of Academic Excellence has been awarded to Ramesh Govindan. Lindsay Ormond and Allie Spear recently received the President's Volunteer Service Award through their local Girl Scout Troop.

Over 500 students participated in interscholastic athletics at the high school in 2008. The boys' indoor track team claimed the



Zachary Nicholson, a second grader was "Principal for the Day"

2008 MIAA Division III State Championship in February. Senior Anthony Raduazo (Bolton) won the 2 Mile Run with a time of 9:30.89. Anthony then teamed with Joe Doyle (Lancaster), Brendon Aylaian (Stow), and Coby Horowitz (Stow) to win the 4x800 Meter Relay. Led by Brent Walkoff (Bolton) and Jeff Stefanis (Stow), the boys' tennis team finished with a regular season record of 15-2 last spring. The Chieftains went on to win their first two playoff matches and advanced to the Central Mass Division II Finals. The Nashoba girls' lacrosse team won the league title and advanced to the MIAA playoffs in their inaugural season. Co-captains Catherine Philbin (Lancaster) and Megan Powell (Bolton) were instrumental in the team's success. Captains Michelle Slattery (Bolton), Marissa Goodhue (Stow), Jen Harding (Lancaster), and Erin Mannion (Berlin) helped the Nashoba girls' soccer team win the league title and return to the MIAA playoffs in 2008.

The faces in our schools change as time passes by. A number of staff retired at the end of the 2008 school year in June: Leslie Carroll, Doris Kosiewski, Karen Bailey, Michael Allard, Dawn Rysdon, and Carol Constantino.

Our buildings are in excellent shape. The District takes great pride in the work of our maintenance crew and building custodians. We use state of the art equipment to maintain each corridor, classroom, and large group space. The fields, too, are a major part of our educational program. While a capital plan supported by our School Committee was not endorsed at Town Meeting, there was work done on the main stadium field to level it and fill in ruts. The track is more of an issue and work will be planned for maintaining the use of this important community resource.

We also are doing well on the Massachusetts Comprehensive Assessment Tests (MCAS) in grades three through eight. Overall, our District scores meet adequate yearly progress, a requirement under No Child Left Behind (NCLB). On the tenth grade MCAS test, our students performed in the top ten percent of the state in both English Language Arts and mathematics. One hundred percent of our students passed the Technology and Engineering sub test on the first try, two years in a row.

The School Committee is committed to continuous improvement. The Committee reviews its goals annually, adding strategic action steps to meet its goals. This past year the Committee recognized the following goals or action steps:

- To design a systemic delivery model for foreign language instruction by expanding our current eighth to twelfth grade program
- To develop a Response to Intervention for (RTI) for At-Risk Students
- To develop a model for reporting standards in all curricula areas for grades one through eight
- To explore time on learning opportunities and set forth strategies that maximize

MCAS Tests of Spring 2008										
Percent of Students at Each Performance Level										
Grade and Subject	Advanced/ Above		Proficient		Needs Improvement		Warning/ Failing		Students Included	CPI
	DIST	STATE	DIST	STATE	DIST	STATE	DIST	STATE		
GRADE 03 - READ	26	15	52	41	18	33	4	11	270	92
GRADE 03 - MATH	39	25	40	36	16	25	4	14	272	91
GRADE 04 - ELA	6	8	54	41	34	39	5	13	265	85
GRADE 04 - MATH	23	20	34	29	37	38	6	13	267	84
GRADE 05 - ELA	19	13	60	48	17	30	4	8	250	93
GRADE 05 - MATH	34	22	33	30	26	30	6	17	251	87
GRADE 05 - SCIENCE/TECH	24	17	47	33	25	38	4	12	251	89
GRADE 06 - ELA	24	15	61	52	12	24	3	8	232	95
GRADE 06 - MATH	47	23	35	33	10	26	7	18	232	92
GRADE 07 - ELA	14	12	75	57	10	23	2	8	245	96
GRADE 07 - MATH	29	15	46	32	19	29	6	24	246	90
GRADE 08 - ELA	21	12	70	63	8	18	2	7	263	97
GRADE 08 - MATH	36	19	37	30	20	27	6	24	262	87
GRADE 08 - SCIENCE/TECH	8	3	53	36	33	39	5	22	262	86
GRADE 10 - ELA	48	23	41	51	8	21	3	4	247	97
GRADE 10 - MATH	71	43	18	29	8	19	3	9	246	96
GRADE 10 - SCIENCE/TECH	42	14	45	43	10	31	3	12	229	95

current use of the school day

- To implement the School-Wide Enrichment model
- To address transition between grade levels

Each of these action steps is an important effort in our continuous improvement as a district. We believe that each of these steps targets a population of students that we believe need the focus to move to their next level. All of these steps have as an essential question, *“What is the student's response to intervention?”* This question requires all of us to have data to support our answer. This work has helped us hone in on the types of assessments we use, and what kinds of interventions are working, both of which help us to develop a better understanding of how students learn. The more we know about how students learn, the more efficient we are in aligning instruction with need. This means time becomes better used and the school year becomes more valuable to the students. As you know the Massachusetts Frameworks, the foundation upon which our curricula is built, is rich with expectations. Getting all students to meet standards by 2014 (the target year for NCLB) is an unprecedented expectation. While we are well on our way to getting there, we still need to sharpen our skill set for those students with challenging learning profiles, social and emotional needs, and family obligations. Research has shown that improving instructional practice has a direct impact on student achievement.

Our special education programs and services are an integral part of our educational offerings. We have spent the last five years developing, refining, and implementing programs to meet the needs of all of our learners. While this is a monumental task, it is important for all families to know their children's needs can be met within the District. It is a cornerstone of our belief system that all children can learn. It is also

an efficient way to utilize resources. The additional programming means the financial



Chieftains celebrate their victory of over Clinton

resources stay right here within the District. Transportation costs are reduced, and the additional staffing can be used in a variety of supporting roles across the schools. The District completed its process of phasing in a continuum of services this year with the addition of a self-contained program at our high school. This program is for students who can be included for many classes but need more intensive services for math and English. This year we brought the RISE program to Bolton to provide continuity of services pre-kindergarten through eighth grade, all under one administration.

There are many reasons to be proud of Nashoba Regional School District. Internally, we believe we are doing everything possible to meet the needs of our ever-changing student population. We know we need to continue to be learners ourselves so that we can meet these needs even more efficiently. We pledge to remain one of the reasons so many people settle in Lancaster. Respectfully submitted,

*Michael L. Wood*

Michael L. Wood  
Superintendent of School



**Nashoba Regional High School  
Class of 2008**

Essie	Faye	Ablavsky	Sarah	Elizabeth	Davey
Samuel	Clark	Albert	Elliot	Bennet	Dawson
Daniyar		Alykeev	Everton	Medina	De Araujo
Axel	Nikolas	Anderson	Rose	Elizabeth	Decker
Julian	Meredith	Anding	Evan	Bradford	Delaney
Marco	Louis	Balducci	Marie	Elizabeth	DeLuca
Nicole	Elizabeth	Balin	Francis	Joseph	DeMeo
Jessica	Ann	Basile	Jared	Alexander	DeSisto
Heather	Marie	Bates	Benjamin	Conrad	DiMario
Elizabeth	Lauren	Bell	Laurel	Eve	DiMasi
Joanna	Marie	Benoit	Heather	Jane	Dunnells
Marissa	Jean	Bilancieri	Monet	Izabeth	Eliastam
Andrew	Charles	Bolton	Amy	Dorhamer	Fadden
Christine	Astley	Bolton	James	Robert	Fairfield
Wesley	Michael	Boudreau	Amanda	Leigh	Farrell
Jessica	Ann	Bourassa	Ryan	Henry	Farrell
David	Louis	Breen	Kaley	Elizabeth	Fawcett
Jason	Wyeth	Breitenwischer	Samantha	Joy	Fenwick
David	Thomas	Broomfield	Lucas	Jameson	Fiehler
Sarah	Elizabeth	Brown	Gregory	Allan	Fish
Alyssa	Rogers	Browne	Sam	Stafford	Fitzgerald
Jillian	Marie	Bucciero	Shane	Wesley	Foster
Alyssa	Rae	Burgoyne	Caroline	Bessie	Fraser
Jonathan	Michael	Burke	Jasmine	Rhiana	Funkhouser
Keaton	James	Burns	Marissa	Elaine	Gabel
Bjorn Johan	Emil	Burr Nyberg	Erika	Julie	Gjesteby
Amy	Beth	Callahan	Rebecca	Erin	Goddard
Ryan	Joseph	Camilleri	James	Douglas	Gold IV
Samantha	Jill	Campbell	Megan	Lynn	Goodnow
Angela	Marie	CampoBasso	Emma	Jane	Gosselin
Cory	Barrett	Chow	Kyle	Martin	Grasso
Evan		Cirioni	Dustin	August	Greene
Kevin	Michael	Cody	April	Marie	Greenlaw
Ethan	Joseph	Cole	Caitlin	Ryan	Gribbons
Maryette	Yvette	Collett	Matthew		Guyen
Ethan	James	Conklin	Jaime	Lee	Hamilton
Caroline	Marie	Corley	Daniel	Eric	Hansen
Michelle	Lee	Cormier	Ellen	Charles	Hartford
Colin	Hunt	Costello	Madison	Andrea	Hawkins
Sarah	Elizabeth	Cozzens	David	James	Hayden
Matthew	Christopher	Crowley	Michael	John	Hayes
Shane	Douglas	Crozier	Rachel Beth	Dieterle	Healy
Kendra	Lee	Curley	Julie	Kathryn	Heislein
Jocelyn	Ann	Cushion	Ryan	Andrew	Herrick
Steven	George	Danowitz	Amanda	Marie	McGrath-Hewitt
Jillian	Eve	Darden	Rebecca	Elizabeth	Hoover
Matthew	Christian	Dauplaise	Lindsey	Marie	Horowitz

Charlene	Alexandra	Houseman	Alyssa	Marie	Mpelkas
Alexander	Burton	Hunt	Kathleen	Faith	Murtland
Emily	Reynolds	Huxtable	Kendal	Leigh	Newton
Alessandro		Iannucci	Torrey	Christoffer	Nielsen
Kristi	Genevieve	Ingles	Joseph	Shaughnessy	O'Loughlin
Amy	Elizabeth	Jacarus	Meaghan	Kathleen	O'Toole
Emily	Ann	Jacobs	Elizabeth	Onyinyechukwu	Ojukwu
Travis	Edward	Johnson	Mary	Ogechukwu	Ojukwu
Khurstyn	Virginia	Jones	Samantha	Lee	Ormond
Elizabeth	Ann	Keck	Eric	Michael	Paglia
Molly	Diana	Kelly	Alexander	Michael	Paladini
Timothy	Michael	Kloda	Emma	Jane	Parmentier
Lisa	Marie	Kootz	Matthew	Joseph	Passafiume
Hillary	Irene	Kotilainen	Prayag	Pradeep	Patil
Douglas	David	Koury	Alyssa	Corrin	Pavlin
Meghan	Ann	LaFlamme	Sophia		Peduzzi
Shane	Peter	Lamontagne	Jill	Marie	Perreira
Amy	Sarah	Lane	Michael	Kenneth	Pesanelli
Risa	Louise	Langelo	Catherine	Alison	Philbin
Tyler	James	Lanigan	Daniel	Joseph	Piazza
Mary	Anna	Larrousse	Ashley	Emma	Piermarini
Heather	Marie	Laythe	Hannah	Esther	Pirez
Colin	Williams	LeBaron	Zachary	David	Pittman
Katherine	Murphy	Ledoux	William	Hollis	Poirier
Alicia	Marie	Lee	Katherine	Elissa	Polido
Riley	Philip	LeFrancois	Benjamin	Howard	Poulson
Thomas	Bovard	Leland	Margaret	Anne	Powell
Philip	Damian	Lena	Timothy	Michael	Publicover
David	Christopher	Leonardi	Thomas	Michael	Quinn
Devin	Joshua	Littlefield	Anthony	Rocco	Raduazo
Robert	Edward	Lombardo	Jessica	Morgan	Ray
Caitlin	Louise	MacBrien	Natalie	Bell	Reed
Alexander	James	Mackie	Todd	Nathan	Reeves
Blake	Charles	MacLeod	Cameron	Thorne	Rhodes
Max		Macrae	Brittany	Layne	Richardson
Michael	Duke	Maggio	Giulia	Sara	Rizzo
Thorsten		Malzer	Margaret	Emily	Robinson
Elizabeth	Marie	Manseau	Jennifer	Marie	Rollo
Rosie	Marie	Manzo	Geoffrey	Donald	Rosen
Travis	Alexander	Maxim	Evan	Nathaniel	Rothfuss
Kelly	Elizabeth	McCue	Olivia	Wrenn	Rugo
Elizabeth	Luisa	McKean	Layne	Thomas	Sadler
Lauren	Marie	McMullen	Olivia	Renee	Saisa
Andrew	Christopher	McNemar	Erika	Ann	Schiffer
Kaitlin	Elizabeth	Medeiros	Scott	Andrew	Schryver
Emily	Jane	Mejia	Cristina	Anne	Shea
Mark	Gerard	Melone	David	John	Siewierski
Bianca	Lee	Merritt	Simeon	Metodiev	Simeonov
Jeffrey	Norman	Mills	Nicholas	Edward	Sirois
Katherine	Marjory	Morse	David	Alan	Sleeper

Holly	Weight	Smith	Nicholas	Gary	Trueblood
Olivia	Sierra	Smith	Reed	Allen	Tucker
Nicholas	Boyd	Sommer	Ashley	Jillian	Vannasse
Mark	Henry	St. Fleur	Katherine	Martha	Velten
Nicholas	David	Stadtherr	Valerie	Alexandra	Villegas-Hoag
Andrew	James	Staszewski	Sara		Vitti
Peter	Jeffrey	Steere	Andrew	James	Wade
John	Nicholas	Stefos	Victoria	Lynn	Walkoff
Ian	Charles	Stevenson	Alex	Christopher	Warila
Rebecca	Angharad	Stewart-Owen	Jesse	Mattern	Way
Christopher	George	Sullivan			Wickham-
Daniel	Francis	Sullivan	Adrienne	Michelle	Gobert
Rachel	Elizabeth	Tepper	Christopher	Lance	Winkler
Samantha	Mary	Tobia	Danielle	Leigh	Winkler
Christopher	Dryden	Traylor	Chelsea	Jean	Wrzesinski
Steven	Edward	Traylor	Elizabeth		
Matthew	Paul	Trombetta	Meagan	Christie	Zayka

# 2008 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](http://www.minuteman.org)

### **About Minuteman**

Minuteman High School is a four-year career and technical high school serving our member towns: Acton, Arlington, Belmont, Bolton, Boxborough Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston, as well as 47 other cities and towns in Eastern Massachusetts. Minuteman combines rigorous academics and preparation for college with relevant career and technical programs. The school also provides career development programs for adults as part of our self sustaining Community Education Program.

### **Enrollment**

As of October 1, 2008, 25 high school students and 1 post graduate student were enrolled at Minuteman providing a full time equivalent (FTE) of 26 students that reside in Lancaster. Minuteman offers a part-time program where Nashoba Regional High School students are able to take part in elective technical training courses on a half-day basis. Currently, very few Nashoba Regional students take advantage of this unique program designed to give juniors and senior the opportunity to explore career majors and still stay a part of Nashoba Regional High School. The District offers 'Post Graduate' programs to Nashoba Regional High School students who are seeking to enhance their own economic opportunity at Minuteman via skill development.

### **2008 Lancaster Graduates and Awards**

- Kristen Capen, Cosmetology
- Mark Collett, Culinary Arts
- Esther Culley, Medical Careers
- Sarah Fahey, Cosmetology
- Jennifer Morais, Cosmetology
- Jessica Peters, Cosmetology
- Elizabeth Rios, Culinary Arts

At the 2008 graduation, Kristen Capen received the John and Abigail Adams Scholarship, and Jessica Peters received the Vocational Program Award. These awards are given to students of superior academic achievement and significant participation in school or community activities.

## **Class of 2008 Graduate Achievement Highlights**

- 92% graduated and entered college, became employed in their field of study, or enlisted in the US military.
- 100% successfully passed the state-required MCAS tests in English and Math.
- 60% college acceptance, 33% career bound in field and 3% military
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Childhood Education graduates were certified by the Department of Early Education and Care.
- 100% of Cosmetology graduates passed the state board examination.
- Medical Occupation graduates achieved 100% in college acceptance.
- Christopher Hanson, a Robotics program graduate from Medford, was honored as the Massachusetts Vocational Student of the Year by the Minuteman Career & Technical High School Committee, the Massachusetts Association of Vocational Administrators, and the State Commissioner of Education.
- Elizabeth Haberkorn, an Early Childhood Education student from Stow graduated Valedictorian of the Class of 2008.
- Student speakers at the Class of 2008 graduation ceremony were Valedictorian Elizabeth Haberkorn of Stow, Salutatorian, Michael Lavy of Waltham, and Class President Erica Lindstrom of Stow.

## **Leadership, Governance and Communication**

- Dr. Edward A Bouquillon was hired as superintendent beginning the 2007-2008 school year.
- A new Mission Statement was approved by the staff in March of 2008:

*“Minuteman collaborates with parents, communities, and business leaders to serve a diverse student body with multiple learning styles. Through a challenging, integrated curriculum our students develop the academic, vocational, and technical skills necessary to be productive members of a global community. We value life-long learning that fosters personal and professional development in a safe and respectful environment. Minuteman is committed to preparing all students for success.”*

- The School Committee re-organized to include 4 sub-committees; Finance, Curriculum Instruction and Assessment, Capital and Facilities Planning, and Personnel. A taskforce was formed to review and revise all District policies.
- A revised organizational chart was approved, resulting in the elimination of several administrative positions, the creation of site-based teams, clear lines of responsibility and the introduction of Career Clusters.
- A Communications Team was formed that seeks to provide a more consistent and transparent message both internally and externally regarding the new mission of Minuteman.

## **Curriculum and Instruction**

- The Art program has been restored to the Minuteman Curriculum. More than 160 students have enrolled in 3 levels of classes and a waiting list has been established. A Health class has also been established to supplement a well-rounded student education. Music will be restored.
- Career and Technical programs are now aligned along 5 Career Clusters: Trade & Industrial; Human & Commercial Services, Business and Information Technology, Agriculture and Transportation and Science and Technology. Clustering allows for common core curriculum to be delivered in clusters to 9<sup>th</sup> and 10<sup>th</sup> grades students.
- Since the Fall of 2008 all 9<sup>th</sup> grade students partake in daily English and Math instruction, rather than the long-established “week on-week off” schedule, thus providing consistent academic instruction in preparing for required MCAS score increases by the state department of education.

## **Assessment and Program Evaluation**

- Minuteman developed a Non-traditional Exploratory Program through which all students learn about the viability and challenges of men and women in non-traditional careers, such as Automotive Technology, Carpentry and Construction, Computer Science, and Engineering for women and in Medical Careers, Cosmetology/Barbering, and Office Technology for young men. The students learn about these careers through a series of hands-on exercises, guest speakers and alumni panelists, and field site visits to industry partners.
- Minuteman is moving toward a ‘modified inclusion model’ for Special Education students. Professional development for staff continues as we implement this proven strategy.
- Minuteman will be undergoing its 3<sup>rd</sup> New England Association of Schools and Colleges Decennial re-accreditation site visit in March of 2009.
- Minuteman students performed very well on the 2008 MCAS: 94% pass rate in Math, 99% pass rate in English, 100% pass rate in Chemistry, 92% pass rate in Biology.

## **Professional Development**

- The Minuteman staff has prioritized two professional development topics for the 2007 – 2010 timeframe. Based upon feedback from our EQA report, several half day training sessions on summative and formative assessment methodologies are being held. In addition, the development of Professional Learning Communities is happening for 40 staff with several outside resources.

## **Student Access, Participation and Support**

- Minuteman reorganized the assignment of guidance counselors to provide incoming 9<sup>th</sup> graders with a dedicated guidance counselor. Our research had shown that many freshmen felt that they needed additional support as they made the adjustment to Minuteman.

- In addition to having a dedicated 9<sup>th</sup> grade counselor, the re-assignment strategies now include counselors covering the career clusters. This provides the counselors with a more thorough knowledge of the career areas and the staff.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshmen) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Minuteman maintains a no cut and no athletic fee policy. In addition, Minuteman students have access to more than 30 clubs and activities.
- The Minuteman Parent Association meets monthly and supports all aspects of the Minuteman community. In addition, they assist in fundraising for scholarships awarded at graduation. The goal of the MPA is to help support student access and achievement in all areas including but not limited to academic, vocational, athletic, and extra-curricular activities.
- A new website is to be launched in February 2009 – [www.minuteman.org](http://www.minuteman.org)

### **Financial and Asset Management Effectiveness and Efficiency**

- The Minuteman FY09 budget was passed unanimously at \$17,001,622, which represented a 1.53% increase after removing the Middle School Tech Programs. Healthcare, utility increases, as well as the NEASC re-accreditation increased the budget. Decreases in the FY09 salary budget were due to the reduction of administrators, removing the Middle School Tech Program from the full district assessment and replacing several career and technical teachers with technical assistants in programs experiencing enrollment dips.
- Staff was reduced in by 4.5 FTE positions in the FY09 budget. Budgets continue to be tightly managed as Minuteman seeks to ‘right size’ itself and reduce its per pupil expenditures.
- The FY08/09 Capital funds were used for major systems repairs, implementing the approved Technology Plan, upgrading the reception area, adding a Welcome Center, relocating the IT office, and renovations of common areas.

<b>Minuteman Regional School Committee 2008</b>
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Acton	Charles Olmstead
Arlington	Laura Morrisette <i>Vice-Chair</i>
Belmont	Joseph Scali
Bolton	Kileen Burgoyne
Boxborough	Donna Corey
Carlisle	Mariellen Perugini
Concord	John Lang, <i>Secretary</i>
Dover	Ford Spalding
Lancaster	Open
Lexington	David Horton
Lincoln	Kemon Taschioglou
Needham	Jeffrey Stulin, <i>Chairperson</i>
Stow	Alice DeLuca
Sudbury	David Manjarrez
Wayland	Mary Ellen Castagno
Weston	David Harmon

## **X. TOWN RECORDS**

January 7, 2008	Judith Vandegrift Arnold resigned as a member of the Lancaster Cultural Council, effective immediately.
January 8, 2008	Wilfred Delorey, 38 Pond View Drive, Clinton, was sworn in as Inspector of Plumbing & Gas, effective January 8, 2008 to January 8, 2009.
January 9, 2008	At a regular meeting on December 11, 2007 and continued to January 8, 2008, the Lancaster Conservation Commission voted to adopt the Wetlands Protection Regulations, effective when the Wetlands Protection Bylaw is approved by the State Attorney General.
January 24, 2008	At a regular meeting on January 24, the Board of Appeals voted to reorganize with Scott Miller as Chairman and Robert Marshall as Vice Chairman.
February 5, 2008	Karen Shaw was sworn in as a member of the Memorial Day Committee, effective July 1, 2007 to June 30, 2008.
March 10, 2008	The Board of Selectmen unanimously voted to appoint Matthew Locke and Jonathan Clark as Assistant Clock Winders of the Town Clock located in the First Church of Christ – Unitarian.
March 14, 2008	Rita DiStefano-French resigned as a member of the Animal Control Commission, effective immediately.
March 31, 2008	Erin DeCoste was sworn in as a member of the Animal Control Commission, to fill the term of Rita DiStefano-French to November 15, 2008.
April 19, 2008	Thomas G. Kennedy resigned as a Member of the Conservation Commission, effective April 22, 2008.
April 22, 2008	Mary K. Paquette was sworn in as a member of the Memorial Day Committee, effective July 1, 2007 to June 30, 2008.
April 22, 2008	Joy M. Peach was sworn in as a member of the Memorial Day Committee, effective April 12, 2008 to June 30, 2008.
May 8, 2008	Henry A. Paszko was sworn in as a member of the Memorial Day Committee, effective April 28, 2008 to June 30, 2008.
May 12, 2008	Ann P. Fuller was sworn in as a member of the Memorial Day Committee, effective April 28, 2008 to June 30, 2008.



May 13, 2008	Frank T. MacGrory was sworn in as a member of the Board of Library Trustees, effective to the annual town election on May 9, 2011.
May 13, 2008	John P. Sonia was sworn in as a member of the Board of Selectmen, effective to the annual town election on May 9, 2011.
May 13, 2008	Emily J. Rose was sworn in as a member of the Board of Library Trustees, effective to the annual town election on May 9, 2011.
May 15, 2008	Meledath Govindan was sworn in as a member of the Nashoba Regional School Committee, effective to the annual town election on May 9, 2011.
May 16, 2008	John J. Wojciak was sworn in as a member of the Finance Committee, effective to the annual town election on May 9, 2011.
May 20, 2008	John A. Foster, II, was sworn in as Superintendent of the Department of Public Works, effective May 1, 2008 to April 30, 2009.
May 20, 2008	David I. Spanagel was sworn in as Moderator, effective to the annual town election on May 11, 2009.
May 20, 2008	Kyle Silvio was sworn in as an Alternate Inspector of Plumbing and Gas for the Town of Lancaster for a term of one year.
May 20, 2008	Ara Tyler was sworn in as a full member of the Conservation Commission, effective to June 30, 2011.
May 28, 2008	Carol J. Sonia was sworn in as a member of the Memorial Day Committee, effective May 19, 2008 to June 30, 2008.
May 29, 2008	Philip F. Lawler was sworn in as a member of the Planning Board, effective to the annual town election on May 13, 2013.
May 29, 2008	At a regular meeting on May 29, 2008, the Board of Health voted to reorganize with Robert L. Baylis, Chair, Stephen Piazza, Vice-Chair, and Vera B. Davis, Clerk.
June 4, 2008	Stephen Piazza was sworn in as a member of the Board of Health, effective to the annual town election on May 9, 2011.
June 9, 2008	Douglas A. DeCesare was sworn in as a member of the Board of Public Works, effective to the May 9, 2011 Annual Town Election.
June 10, 2008	Theodore R. Manning was sworn in as an Associate Member of the Conservation Commission, effective June 2, 2008 to June 30, 2010.

June 13, 2008	At a regular meeting on June 9, the Planning Board voted to reorganize with Jeanne Rich as Chair, Frank Sullivan as Vice-Chair, and Victor Koivumaki as Clerk.
June 13, 2008	At a regular meeting on June 10, the Conservation Commission voted to reorganize, with Jean Lidstone as Chair, Peter Farmer as Vice-Chair, and John Ledoux as Treasurer.
June 18, 2008	Roderick Thurston, 13 Porter Street, Shirley MA, was sworn in as Alternate Building Inspector, effective July 1, 2008 to June 30, 2009.
June 23, 2008	Kevin D. Lamb was sworn in as Keeper of the Lockup, effective July 1, 2008 to June 30, 2009.
June 23, 2008	David C. Kilbourn was sworn in as a member of the newly formed Agricultural Commission, effective June 16, 2008 to June 16, 2011.
June 23, 2008	Kurt Schuffels was sworn in as a member of the newly formed Agricultural Commission, effective June 16, 2008 to June 16, 2009.
June 23, 2008	Susan V. Miner was sworn in as a member of the newly formed Agricultural Commission, effective June 16, 2008 to June 16, 2010.
June 23, 2008	Peter Jakubowicz was sworn in as a member of the newly formed Agricultural Commission, effective June 16, 2008 to June 16, 2011.
June 23, 2008	Eric Jakubowicz was sworn in as a member of the newly formed Agricultural Commission, effective June 16, 2008 to June 16, 2010.
June 24, 2008	Michael Sczerzen was sworn in as a member of the Historical Commission, effective July 1, 2008 to June 30, 2011.
July 1, 2008	Michele Marino, of 23 Linden Street, Berlin, MA, was sworn in as Lancaster's Veterans Agent, effective July 1, 2008 to June 30, 2009.
July 7, 2008	Richard Pauley resigned as Building Commissioner and Zoning Enforcement Officer, effective immediately.
July 14, 2008	Mary G. Vincent was sworn in as a member of the Council on Aging, effective July 1, 2008 to June 30, 2011.

July 15, 2008	William A. Kilbourn was sworn in as Fence Viewer, effective July 1, 2008 to June 30, 2009.
July 21, 2008	Henry A. Richter was sworn in as a member of the Recreation Committee, effective July 1, 2008 to June 30, 2011.
August 6, 2008	Joseph A. Quinn, 391 Union Street, Leominster, was sworn in as Sealer of Weights and Measures, effective July 1, 2008 to June 30, 2001.
August 6, 2008	Joseph A. Quinn, 391 Union Street, Leominster, was sworn in as Measurer of Wood & Bark, effective July 1, 2008 to June 30, 2001.
August 6, 2008	Cara Sanford resigned as a member of the Town Forest Committee, effective immediately.
August 14, 2008	At a regular monthly meeting on August 6, the Lancaster Agricultural Commission voted to appoint David Kilbourn as Chair, Peter Jakubowicz, Vice-Chair and Susan Miner, Clerk/Treasurer.
August 14, 2008	Jean Lidstone was sworn in as Environmental Coordinator for the Town of Lancaster, effective July 1, 2008 to June 30, 2009.
August 19, 2008	Maria C. Moreira was sworn in as an Associate Member of the Agricultural Commission, effective July 21, 2008 to July 21, 2011.
August 21, 2008	Claudia Hull was sworn in as a member of the Council on Aging, effective July 1, 2008 to June 30, 2011.
August 21, 2008	Lucinda McLaughlin was sworn in as a member of the Personnel Board, effective July 1, 2008 to June 30, 2011.
August 27, 2008	Joy F. Peach was sworn in as a member of the Lancaster Cultural Council, effective August 25, 2008 to August 25, 2011 (1 <sup>st</sup> three-year term).
August 27, 2008	Ruth Anderson was sworn in as an Associate Member of the Conservation Commission, effective August 25, 2008 to June 30, 2011.
August 28, 2008	Nicole C. Glover was sworn in as a member of the Lancaster Cultural Council, effective August 25, 2008 to August 25, 2011 (1 <sup>st</sup> three-year term).
September 4, 2008	Cynthia Bradbury was sworn in as a Member of the Board of Assessors, effective July 1, 2008 to June 30, 2011.

September 15, 2008	Sarah E. Gulliver was sworn in as a Member of the Board of Appeals, effective July 1, 2008 to June 30, 2013.
September 22, 2008	Roger R. Melanson resigned as a member of the Council on Aging, effective immediately.
September 30, 2008	At a regular meeting of the Lancaster Historical Commission on September 29, 2008, Michael Sczerzen was voted Chairman and Elizabeth Colley, Vice-Chairman, for terms of July 1, 2008 to June 30, 2009.
October 6, 2008	Marjorie F. Corbley-Whittier resigned as a member of the Council on Aging, effective immediately.
October 15, 2008	Peter Munro, of 12 Patricia Road, Westminster, was sworn in as Lancaster's Building Commissioner, effective November 3, 2008 to June 30, 2012.
October 15, 2008	Jill Nowak resigned as a member of the Town Green Buildings Advisory Committee and the Lancaster Cultural Council, effective immediately.
October 20, 2008	David Knott resigned as a member of the Lancaster Historical Commission, effective immediately.
November 3, 2008	Erin DeCoste was sworn in as a member of the Animal Control Commission, effective November 15, 2008 to November 15, 2011.
November 17, 2008	Citing family obligations, Kathleen Suits resigned from the Lancaster Commission on Disability, effective November 17, 2008.
November 17, 2008	Claudia Hull resigned from the Lancaster Council on Aging, effective immediately.
December 1, 2008	John T. Ledoux resigned as a Member of the Conservation Commission, effective November 30, 2008.
December 17, 2008	Ruth Anderson was appointed from an Associate Member to a Regular Member of the Conservation Commission, to fill the unexpired term of John T. Ledoux, effective to June 30, 2010.
December 22, 2008	Heather L. Lennon was sworn in as a member of the Historical Commission, to fill the unexpired term of David Knott, effective December 15, 2008 to June 30, 2011.



# XI. ELECTIONS AND TOWN MEETINGS

## PRESIDENTIAL PREFERENCE PRIMARY FEBRUARY 5, 2008 RESULTS

### DEMOCRATS

LANCASTER RESULTS - CERTIFIED 02/08/2008

PRESIDENTIAL PREFERENCE	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
JOHN R. EDWARDS	9	13	22
HILLARY CLINTON	237	363	600
JOSEPH R. BIDEN, JR.	1	2	3
CHRISTOPHER J. DODD	0	0	0
MIKE GRAVEL	0	0	0
BARACK OBAMA	227	287	514
DENNIS J. KUCINICH	1	0	1
BILL RICHARDSON	0	0	0
ALL OTHERS	2	1	3
NO PREFERENCE	3	2	5
BLANKS	0	1	1
TOTAL	480	669	1,149

STATE COMMITTEE MAN	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
WRITE IN	0	0	0
All Others	79	70	149
Blanks	401	599	1,000
TOTAL	480	669	1,149
STATE COMMITTEE WOMAN	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
MARY H. WHITNEY	298	394	692

WRITE IN	0	0	0
All Others	4	2	6
Blanks	178	273	451
TOTAL	480	669	1,149
<b>TOWN COMMITTEE</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
GROUP	0	0	0
DAVID MCNALLY	242	362	604
KATHLEEN M. SUITS	235	324	559
JOANNE C. FOSTER	273	372	645
RICHARD L. GARCIA	214	310	524
MARY C. GARCIA	219	314	533
HAROLD A VANASSE	234	364	598
JOYCE A. CORBOSIERO	211	325	536
THOMAS G. KENNEDY	244	341	585
STEPHEN J. KERRIGAN	263	356	619
GAIL F. SULLIVAN	226	305	531
RITA M. FORD	248	331	579
ELIZABETH M. NARBONNE	231	319	550
LEONARD J. KELLEY	209	300	509
MARY B. PERREIRA	219	321	540
DEBORAH A. ADAMS	217	319	536
MARTHA M. FORD	250	340	590
DONALD E. ADAMS	212	312	524
MARK S. FINNERTY	247	354	601
JAMES J. FORD, JR.	258	341	599
TIMOTHY J. SMITH	234	304	538

STEPHEN J. PHILBIN	263	369	632
CLAIRE E. GRIFFITHS	207	318	525
ROSE M. MacDONALD	219	314	533
All Others	3	7	10
Blanks	6,622	9,103	15,725
TOTAL	12,000	16,725	28,725

## REPUBLICANS

LANCASTER results

<b>PRESIDENTIAL PREFERENCE</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
JOHN McCAIN	134	212	346
FRED THOMPSON	0	1	1
TOM TANCREDO	0	1	1
DUNCAN HUNTER	0	0	0
MIKE HUCKABEE	23	18	41
MITT ROMNEY	172	323	495
RON PAUL	12	28	40
RUDY GIULIANI	0	2	2
ALL OTHERS	0	1	1
NO PREFERENCE	1	0	1
BLANKS	1	0	1
TOTAL	343	586	929

<b>STATE COMMITTEE MAN</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
LANCE D. MAY	180	332	512
WRITE IN			
All Others	4	2	6



Blanks	159	252	411
TOTAL	343	586	929
<b>STATE COMMITTEE WOMAN</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
NANCY J. GERLACH	181	345	526
All Others	2	2	4
Blanks	160	239	399
TOTAL	343	586	929
<b>TOWN COMMITTEE</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
GROUP	0	0	0
EDWARD G. SANDERS	164	275	439
HENRY W. SHEPARDSON	144	250	394
HENRY A. RICHTER	171	274	445
WILLIAM A. KILBOURN	155	305	460
THOMAS NEIL MORRIS	158	261	419
ANNETTE H. MORRIS	156	255	411
HENRY A PASZKO	161	262	423
JAMIESON C. BURGOYNE	164	300	464
SHAWN S. WINSOR	148	280	428
JEANNE G. RICH	160	299	459
MARIETTA J. PORAS	145	258	403
DAVID P. FOSTER	150	270	420
JUDITH A. PRENTISS	149	261	410
SCOTT A. MILLER	151	279	430
JESSICA J. PIROZZOLO	144	255	399
JOHN A. RANIERI	135	258	393

ANNA DiPIETRO	145	260	405
All Others	3	5	8
Blanks	9,402	15,919	25,321
TOTAL	12,005	20,526	32,531

## GREEN-RAINBOW

LANCASTER results

<b>PRESIDENTIAL PREFERENCE</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
JARED BALL	0	0	0
RALPH NADER	0	0	0
ELAINE BROWN	0	0	0
KAT SWIFT	0	0	0
CYNTHIA McKINNEY	0	2	2
KENT MESPLAY	0	0	0
ALL OTHERS	0	0	0
NO PREFERENCE	0	0	0
BLANKS	0	0	0
TOTAL	0	2	2

<b>STATE COMMITTEE MAN</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
All Others	0	0	0
Blanks	0	2	2
TOTAL	0	2	2
<b>STATE COMMITTEE WOMAN</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
All Others	0	0	0

Blanks	0	2	2
TOTAL	0	2	2
<b>TOWN COMMITTEE</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
All Others	0	3	3
Blanks	0	17	17
TOTAL	0	20	20

## WORKING FAMILIES

LANCASTER results

<b>PRESIDENTIAL PREFERENCE</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
ALL OTHERS	0	2	2
NO PREFERENCE	0	0	0
BLANKS	0	0	0
TOTAL	0	2	2

<b>STATE COMMITTEE MAN</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
All Others	0	0	0
Blanks	0	2	2
TOTAL	0	2	2
<b>STATE COMMITTEE WOMAN</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
All Others	0	1	1
Blanks	0	1	1
TOTAL	0	2	2
<b>TOWN COMMITTEE</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>



**ARTICLE 4**  
**Board of Selectmen**

To see if the Town will vote to authorize the following FY09 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
Stormwater Management	Community Development and Planning	fees	Engineering fees	\$ 50,000	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
Library Lost/Replacement Cards	Library Trustees	Fees/charges	Replacement materials/supplies	\$ 500	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, 2008 (*detail below*), or act in any manner relating thereto.  
*The Finance Committee recommends passage of this article.*

***FY2009 Proposed Wage Scale***

GRADE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
1	hourly	8.94	9.31	9.71	10.11	10.53	10.98	11.42
	annual	18,656.70	19,444.71	20,275.32	21,105.92	21,979.12	22,916.22	23,853.31
2	hourly	10.40	10.83	11.29	11.78	12.26	12.77	13.30
	annual	21,723.55	22,618.05	23,576.44	24,598.73	25,599.72	26,664.60	27,772.07
3	hourly	11.41	11.89	12.38	12.90	13.45	14.01	14.60
	annual	23,832.01	24,833.00	25,855.29	26,941.46	28,091.53	29,262.90	30,476.87
4	hourly	12.35	12.87	13.41	13.98	14.57	15.18	15.80
	annual	25,791.39	26,877.57	28,006.34	29,199.01	30,412.97	31,690.83	32,989.98
5	hourly	13.27	13.81	14.39	15.00	15.63	16.28	16.95
	annual	27,708.18	28,836.95	30,050.91	31,328.77	32,627.92	33,990.97	35,396.61
6	hourly	13.71	14.29	14.89	15.52	16.16	16.83	17.53
	annual	28,623.97	29,837.94	31,094.50	32,414.95	33,735.40	35,141.04	36,610.57
7	hourly	14.83	15.44	16.10	16.76	17.46	18.19	18.93
	annual	30,966.71	32,244.57	33,607.61	34,991.96	36,461.49	37,973.62	39,528.35
8	hourly	15.45	16.11	16.77	17.47	18.21	18.96	19.75
	annual	32,265.86	33,628.91	35,013.25	36,482.79	38,016.22	39,592.24	41,232.15
9	hourly	16.14	16.81	17.51	18.26	19.02	19.79	20.62
	annual	33,692.80	35,098.44	36,567.98	38,122.70	39,720.02	41,317.34	43,063.75
10	hourly	17.62	18.35	19.13	19.93	20.78	21.65	22.54
	annual	36,780.96	38,314.38	39,933.00	41,615.51	43,383.21	45,214.80	47,067.70
11	hourly	20.03	20.86	21.74	22.64	23.57	24.57	25.59
	annual	41,828.49	43,553.59	45,385.19	47,280.67	49,218.75	51,305.92	53,435.68
12	hourly	20.51	21.37	22.28	23.21	24.16	25.16	26.23
	annual	42,829.47	44,618.47	46,513.96	48,452.04	50,454.01	52,541.18	54,777.43
13	hourly	22.41	23.35	24.33	25.35	26.41	27.52	28.66
	annual	46,790.83	48,750.21	50,794.78	52,924.54	55,139.49	57,460.92	59,846.26
14	hourly	25.05	26.11	27.19	28.33	29.51	30.75	32.04

annual	52,306.91	54,521.86	56,779.40	59,143.44	61,613.96	64,212.26	66,895.76
15 hourly	26.42	27.53	28.67	29.88	31.12	32.43	33.78
annual	55,160.78	57,482.22	59,867.55	62,380.67	64,978.98	67,705.07	70,537.65
16 hourly	27.47	28.61	29.81	31.06	32.36	33.71	35.12
annual	57,354.44	59,739.77	62,252.88	64,851.19	67,577.28	70,388.57	73,327.64

## 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 \$236,158.00 (Two-Hundred and Thirty-Six Thousand One Hundred and Fifty-Eight) 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 2009 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	FY09	FY10	FY11
Police	Police Cruiser 4X4	34,035	34,035	35,736
	Police Station Carpet/Paint	5,000	25,000	
	Radar Trailer			
Fire	SCBA Life Safety Upgrades	0		
	Utility Pickup		35,000	

	Hovercraft Replace Ladder Truck			34,000 400,000
	South Station Structural Repairs	0		
	Replace 1971 Tanker		325,000	
Communications	Public Safety Communication Base	50,000		
School	MR and LB – Kitchen Replacement Project	0	15,000	15,000
	MR and LB – Security Systems	0		
	MR Addition Design Services	0	250,000	
Highway	Cemetery Hot Topping	35,000		
	40,000GVW truck/snowplow/sander		40,000	
	Water Meter Replacements	25,000		
	New Water Source	0		
	2.5 Yd Diesel Wheel Loader w/attachments			150,000
	DPW Office Building Expansion		200,000	
	New 54" 20HP commercial mower with accessories	0		
Town Buildings	4 x 4 Tractor Loader Backhoe – Water Division		80,000	
	Veterans War Memorial	0	15,000	15,000
	Town Green Buildings Re-Hab	0		
	Fiber Optic Library to Town Hall	10,000		
Computer Tech	Computer purchases/replacements	0	11,025	11,576
Recreation	Tennis Court Rehabilitation/Reconstruction	10,000.		
<b>Annual Total</b>		169,035	1,064,060	627,312

**ARTICLE 9**  
**Board of Selectmen**

To see if the Town will appropriate the sum of \$169,035 (One Hundred and Sixty Nine Thousand Thirty Five Dollars) by taxation, by transfer from available funds, by borrowing, or any combination thereof, to provide the following capital requests to be expended by the respective Departments or Officers indicated, for the capital projects and purchases itemized and described; ***The Finance Committee recommends passage of this article.***

- |  |
|--|
| <p>a. Police 4x4 Vehicle Replacement</p> <p>Amount: \$34,035</p> <p>Funds to be expended by: Police Department</p> <p>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</p> |
|--|



Funding Source:	Services, Board of Assessors and/or Public Buildings Department.
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b.	Police Station Carpet/Paint
Amount:	\$5,000
Funds to be expended by:	Police Department
Purpose:	To paint & carpet.
Funding Source:	

c.	Communication Public Safety Base
Amount:	\$50,000
Funds to be expended by:	Communications
Purpose:	Completion of Public Safety Base.
Funding Source:	

d.	Cemetery Hot Top
Amount:	\$35,000
Funds to be expended by:	DPW – Cemetery Division
Purpose:	To hot top cemetery.
Funding Source:	

e.	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

f.	Public Buildings Fiber Optic from Library to Town Hall
Amount:	\$10,000
Funds to be expended by:	Board of Selectmen
Purpose:	Connect Town Hall, Library with fiber optic
Funding Source:	

g.	Recreation
Amount:	\$10,000
Funds to be expended by:	Recreation
Purpose:	Reconstruction/Rehabilitation of Tennis Courts at Thayer Field
Funding Source:	

<p style="text-align: center;"><b>ARTICLE 10</b> <b>Water Enterprise Fund</b> <b>Board of Public Works</b></p>
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To see if the Town will vote to appropriate \$700,000 (Seven Hundred Thousand) from the Water Enterprise Fund, and to transfer \$61,029 (Sixty-One Thousand and Twenty-Nine) from the Water

Retained Earnings to finance the operation of the Water Department for the fiscal year beginning July 1, 2008 (*detail below*), or act in any manner relating thereto. The operating expenses for the Water Enterprise are entirely funded by water revenue. ***The Finance Committee recommends passage of this article.***

<b>I. Water Enterprise Revenues</b>	
User Charges	682,500
Connection Fees	9,500
Water Enterprise Available Funds	61,029
Investment Income	8,000
<b>Total Revenues</b>	<b>761,029</b>
<b>II. Costs Appropriated in the Enterprise Fund</b>	
Salaries and Wages	202,989
Expenses	223,660
Capital Outlay – Equipment	0
Capital Outlay – Improvements	0
Reserve Fund	
Debt Principal and Interest	225,000
Cross Connection	9,500
Budgeted Surplus	
Indirect Costs	24,331
Benefits	53,363
Pension Costs	22,186
<b>Total Indirect Costs</b>	<b>99,880</b>
<b>Total Costs Appropriated in E. F.</b>	<b>761,029</b>

## ARTICLE 11

### Board of Selectmen

To see if the Town will vote to raise and appropriate the sum of \$15,849,123 (Fifteen Million Eight Hundred Four-Nine Thousand One Hundred Twenty Three Dollars) by taxation, by transfer from available funds, from Water Enterprise, by borrowing, or any combination thereof; to defray the expenses of the Town for the Fiscal Year beginning July 1, 2008, 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 create an Agricultural Commission as follows, or act otherwise in relation thereto.

***Purpose:*** The mission of the Agricultural Commission (“the Commission”) is to preserve, revitalize and sustain the Lancaster agricultural industry and to promote agricultural-based economic opportunities. The Commission shall develop a work plan to guide its activities. Such activities include, but are not limited to, the following: shall serve as facilitators for encouraging the pursuit of agriculture in Lancaster; shall promote agricultural-based economic opportunities in the Town; shall act as advocates and educators on farming issues; shall work for preservation

of prime agricultural lands; and shall pursue all initiatives appropriate to creating a sustainable agricultural community.

*Membership:* The Commission shall consist of five members, at least four of whom shall be Lancaster residents, appointed by the Board of Selectmen. The Commission shall consist of a minimum of three members whose primary or secondary source of income is derived from farming of agricultural-based enterprises in Lancaster, and another two who are interested in farming. The Board of Selectman shall appoint two alternates, one of which whose primary or secondary source of income is derived from farming, and one who is interested in farming. The members shall serve overlapping terms of three years, with the first two members for a term of three years, two members for a term of two years, and one member for a term of one year. Thereafter, appointments shall be for three year terms. The Board of Selectmen shall fill a vacancy based on the un-expired term of the vacancy in order to maintain the cycle of appointments. The Board of Selectmen shall appoint the alternates for three-year terms. The Commission may recommend appointees to fill vacancies.

### **ARTICLE 13**

#### **Board of Selectmen**

To see if the Town will vote to amend the General Bylaws by making ministerial, clerical amendments and grammatical corrections thereto, including a recodification and recaptioning of the complete General Bylaws, and further, to amend the General Bylaws to make certain substantive amendments, all as set forth in the Final Draft of the Code of the Town of Lancaster, dated April 1, 2008; provided, however, that all bylaws currently in force and not included in the Code shall be repealed, but such repeal shall not apply to or affect any personnel bylaw, or take any other action relative thereto.

### **ARTICLE 14**

#### **Board of Selectmen**

To see if the Town will vote to amend the Zoning Bylaw by making ministerial, clerical amendments and grammatical corrections thereto, including a recodification and recaptioning of the complete Zoning Bylaw, and further, to amend the Zoning Bylaw to make certain substantive amendments, all as set forth in Chapter 220 of the Final Draft of the Code of the Town of Lancaster, dated April 1, 2008; provided, however, that all zoning bylaws currently in force and not included in the Code shall be repealed, or take any other action relative thereto.

### **ARTICLE 15**

#### **Board of Selectmen**

To see if the Town will vote to accept Oetman Way as a public way as heretofor laid out by the Board of Selectmen and shown on plan entitled "Residential Subdivision Definitive Plan Plan of Lots Sunset Ridge, Goss Lane, Lancaster, MA" dated May 16, 2005 made by Goldsmith, Priest & Ringwall, Inc. and recorded with Worcester District Registry of Deeds in Plan Book 827, Page 28, and filed with the Town Clerk, together with all related drainage, utility and other

easements; said Oetman Way being more particularly described in the plan on file with the Town Clerk, and in furtherance thereof to authorize the Board of Selectmen to acquire the fee interest in said way, together with all related drainage, utility and other easements, by gift from the record owner or owners thereof, or take any action relating thereto.

**ARTICLE 16**  
**Historical Commission**

To see if the Town will vote for a bylaw that would prohibit any permanent structures from being constructed above ground on the Town Green, defined by Thayer Memorial Drive and Main Street. The restriction would exempt the present stone and bronze markers already erected on the green. Also, it would exempt the four tress planted representing the four Thayer brothers on the south and north corners, which would be replanted when needed by appropriate trees, and the evergreen which presently stands in the middle of the green, or act in a manner relating thereto.

**ARTICLE 17**  
**Board of Selectmen**  
**Planning Board**

To see if the Town will vote to amend the Lancaster Zoning Bylaw as follows, or act in relation thereto.

1. Amend Article 11 Definitions by inserting the following definition at its appropriate alphabetical location:

“ACCESSORY APARTMENT – A second dwelling unit subordinate in size to a pre-existing single-family dwelling unit on the lot and having separate cooking, sleeping and bathroom facilities, located either in the principal building or in an existing accessory structure.”

2. Amend Section 3.21 Residential Uses under “Accessory Uses” as follows:

- by inserting a new row, immediately below “AA,” to be headed “AB. Accessory apartment in a single-family dwelling, with no change in the principal use of the premises,” with “SP” entries for each district, and with a note in the last column reading “See Section 3.37.”

3. Amend Section 3.30 SUPPLEMENTARY USE REGULATIONS by adding new subsection 3.37, to read as follows:

**“3.37 Accessory Apartments**

- (a) The principal single-family detached dwelling shall have been lawfully in existence for at least five years prior to the date of application for the special permit under this Section.

- (b) Either the primary single-family detached dwelling or the proposed accessory apartment must be and remain owner-occupied, except for temporary absences of no more than twelve consecutive months.
- (c) The habitable floor area of the accessory apartment, whether located in a detached accessory structure or in the principal single-family dwelling structure, shall not exceed 1/3 of the combined habitable floor area of the apartment and the single-family dwelling, or 1200 square feet, whichever is less.
- (d) The accessory apartment shall have its own separate entrance from the outside. There shall be no more than one entrance door to the single-family detached dwelling on any single façade. All stairways to upper floors shall be enclosed within the exterior walls of the dwelling.
- (e) The accessory apartment unit shall be designed to be occupied by no more than three persons, and shall conform to the Massachusetts Department of Public Health Minimum Standards for Human Habitation and all other applicable State codes for such occupancy.
- (f) If the dwelling is not to be served by both Town water and Town sewerage, then the applicant must document that the Board of Health has determined that provisions for water and sewage disposal will upon occupancy be adequate for the anticipated number of inhabitants.
- (g) At least three parking spaces must be provided to service the primary dwelling plus the accessory apartment. Not more than one parking space may be located within a required yard. If more than two outdoor parking spaces are to be provided on the premises, their visibility must be reduced through use of landscaping materials per Zoning Section 13.42.
- (h) The special permit shall be approved provided that the proposal satisfies paragraphs (a) through (g) above, and that the Planning Board determines that there will be net benefits to the community through the proposed housing provision and the design of the proposal, after consideration of the following.
  - (i) The importance of the benefit resulting from serving either a community housing need or a special need of potential occupants.
  - (ii) How compatible the design of any exterior construction or alterations, if any, is with the design of existing structures on the site and in the neighborhood.
  - (iii) How well any site alterations to accommodate parking or building expansion avoid damage to natural resources, to privacy and sunlight on abutting premises, to the character of the neighborhood, and to safety.

- (i) Applicants must submit plans and calculations to demonstrate compliance with the above requirements, including the floor area limitations of §3.37 (c), the access requirements of §3.37 (d), and the parking requirements of §3.37 (g)."

## ARTICLE 18 Board of Selectmen

To see if the Town will vote pursuant to Massachusetts General Laws (M.G.L.) Chapter 71, Section 16B, or any other authority, to disapprove the bond authorization voted on April 3, 2008 by the Nahsoba Regional School District for the field and track replacement project at the Nashoba Regional High School; or do or act relating thereto.

## ARTICLE 19 Board of Selectmen

To see if the Town will vote to make the following amendments to the Lancaster Personnel By-law or act in any manner relating thereto:

### Sections 4 – Definitions

#### ADD:

*c-1. Reduced hours Part Time Employee – Any employee who is employed less than 19 hours for each of the 52 weeks per year for the department or position in which that person is employed..*

#### CHANGE:

*e. **Special**, Temporary or Seasonal*

### Section 5 – Classification Plan

#### B. Employee Categories

#### ADD:

*C. **Reduced hours Part Time***

#### CHANGE:

C: to **D**:

D: to **E**:

#### H. Work Week

#### Amend to:

The normal week for a regular full time employee shall be at least thirty-five (35), but not more than forty (40) hours. *The normal work week for a regular part time employee shall be at least 20 hours but less than 35 hours. A Reduced hours part time employee shall be regularly scheduled hours that are less than 19 hours per week.* The Department Head, with the approval of the Board, Committee or commission responsible for the Department will establish and post

permanently on the Department bulletin board the regular working hours for all employees of that department. The normal lunch period will not be a paid period.

A. Application

ADD:

*Reduced hours Part Time Employees – Eligible for vacation and sick time benefits, in proportion to the ratio that their average weekly hours of work in the preceding twelve (12) months bears to the normal work week for their job. Not eligible for Health Insurance or other benefits.*

**ARTICLE 20**  
**Board of Selectmen**

To see if the Town will vote to transfer a sum of money from free cash to the stabilization fund, or act in a manner relating thereto.

**ARTICLE 21**  
**Board of Selectmen**

To see if the Town will vote to transfer \$231,382.15 (Two Hundred and Thirty One Thousand Three Hundred and Eighty Two Dollars and Fifteen Cents) plus any interest accrued through June 30, 2008 from the Water Capital Fund to Water Retained Earnings, or act in a manner relating thereto.

**ARTICLE 22**  
**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 Prescott Building, 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

**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 Williams, *Chairman***

\_\_\_\_\_  
**Shawn Winsor, *Clerk***

\_\_\_\_\_  
**Jennifer 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.**



**ANNUAL TOWN MEETING  
LANCASTER MASSACHUSETTS  
Machlan Auditorium, Atlantic Union College  
May 5, 2008**

**Notes**

The Annual Town Meeting was called to order at 7:05 p.m. by Moderator Stanley B. Starr, Jr.. A total of 169 registered voters and 32 non-voting guests were signed in by Registrars Cecilia Thurlow, Anna DiPietro and John Ranieri. Moderator Starr assigned Roberta Winsor, Fred Martin and David Spanagel from among the meeting participants to serve as counters during the meeting. Moderator Starr led in reciting the Pledge of Allegiance, and then introduced the Town Officials sitting on the stage 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 and Walter Sendrowski, Town Administrator Orlando Pacheco, Finance Director Cheryl Gariepy and Town Clerk Sue Thompson. Moderator Starr then asked for a moment of silence in honor of the following Lancaster residents who had died during the previous year:

**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, 350<sup>th</sup> Parade

**C. Richard Maitland 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

The Moderator then introduced Mrs. Mildred L. Lewis to the audience. Mrs. Lewis, who turns 104 on May 7, is Lancaster's oldest living citizen. Board of Selectmen Chairman Christopher Williams and Historical Commission Chairman Michael Sczerzen on behalf of the Historical Society presented the Boston Post Cane and replica pin to Mrs. Lewis, and then led the audience in singing Happy Birthday to her.

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

**Article 2** – Upon a motion by BOS member Jennifer Leone and a second by Chris Williams, the Town voted unanimously to authorize the Treasurer to enter into a Compensating Balance Agreement(s) for FY2009, pursuant to M.G.L. c.44, §53F. Finance Director Cheryl Garipey explained that compensating balance agreements are negotiated every year with banks so that the banks can invest the town's money and keep the interest in return for not charging the town fees for banking services.

**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 FY2009 Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program.

**Article 4** – Upon a motion by Shawn Winsor and a second by Jennifer Leone, the Town voted unanimously to authorize the FY09 Revolving Funds as set forth in the Warrant, in accordance with G.L. c. 44, §53E½. The FinCom recommended passage of this article.

**Article 5** – Upon a motion by Jennifer Leone and a second by Chris Williams, the Town voted unanimously to amend the *Personnel Compensation Wage and Salary Schedule* by increasing all amounts by 2% effective July 1, 2008 in accordance with the schedule as set forth in the warrant. The FinCom recommended passage of this article.

**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. The FinCom recommended passage of this article.

**Article 7** – Upon a motion by Shawn Winsor and a second by Chris Williams, the Town voted unanimously to take from available funds and authorize the Treasurer-Collector to borrow in anticipation of reimbursements, the sum of \$236,158 for authorized road improvements and other projects provided for under Chapter 90 Local Transportation Aid.

**Article 8** – Jennifer Leone moved and Chris Williams seconded that the Town vote to approve the Capital Improvement Program for Fiscal Year 2009 and the ensuing two fiscal years as set forth in the warrant, with one amendment: the police are purchasing a cruiser, not a 4x4. John Lewis of 19 Evelyn Place asked the purpose of fiber optics from the library to the town hall. Town Administrator Orlando Pacheco replied that it was to increase band width to accommodate hook-up with the Prescott Building and Memorial School, once those buildings are back in use. David Spanagel, 282 Goss Lane, wanted to know how the town would be able to afford the capital improvement costs in the two ensuing years without raising taxes. FinCom chair John Wojciak replied that the next two years are not cast in stone. The FinCom would try to find a way to fund the capital purchases in out years, but if there was no money they would have to be deferred to another year. Eugene "Pete" Christoph of 2 Heritage Lane asked if the Police Department would consider buying a hybrid vehicle; Orlando Pacheco replied that they would look at the ability to buy a hybrid and would look at the EPA ratings on any vehicle they purchased. Sarah Spencer 674 Main Street wondered why the Town Green Buildings were not in the capital plan; Orlando Pacheco replied that there was still money left over from what was

appropriated last year. Alexandra Turner, 620 Main Street, asked how the capital plan would be funded. Orlando replied that there was \$1 million in free cash to pay for the purchases. Article 8 passed by majority vote.

**Article 9** – Upon a motion by Chris Williams and a second by Shawn Winsor, the Town voted to transfer \$169,035 from free cash to fund the Fiscal Year 2009 Capital Plan as amended. Orlando Pacheco stated that the money for water meter replacements would come from the water free cash fund.

**Article 10** – Upon a motion by Shawn Winsor and a second by Chris Williams, the Town voted to appropriate \$700,000 from the Water Enterprise Fund and transfer \$61,029 from the Water Retained Earnings to finance the operation of the Water Department for the fiscal year beginning July 1, 2008, in accordance with the line item detail as set forth in the warrant.

**Article 11** – Jennifer Leone moved and Chris Williams and Shawn Winsor seconded that the Town raise and appropriate \$15,849,123 to defray the expenses of the Town for the Fiscal Year beginning July 1, 2008. Only one question came from the floor: David Spanagel, 282 Goss Lane, asked why the salary component of many departmental budgets was increased even though the column heading says it was level-funded. Orlando Pacheco replied that the reason varied from department to department – some were because of union contract clauses and others were because of individual salary negotiations. The article passed by unanimous vote.

**Article 12** – Upon a motion by Chris Williams and a second by Shawn Winsor, the Town voted unanimously to create an Agricultural Commission for the purpose of preserving, revitalizing and sustaining the Lancaster agricultural industry and promoting agricultural-based economic opportunities. In answer to a question from David Dunn, 129 Moffett Street, Chris Williams reported that the Board of Selectmen approved this article.

**Article 13** – Shawn Williams moved and Chris Williams seconded that the Town amend the general bylaws as set forth in the Final Draft of the Code of the Town of Lancaster dated April 1, 2008 and repeal all general bylaws currently in force and not included in said Code, except that such repeal shall not apply or affect any personnel bylaw currently in force. Planning Board Chair Vic Koivumaki reported that in accordance with Mass General Law C40A §5 the Planning Board held a public hearing in the Town Hall Auditorium on April 14 on this bylaw change, and that the PB recommended approval. Jean Lidstone asked why the bylaws were changed. Town Clerk Sue Thompson responded that the project to codify the bylaws started about two years ago because the existing bylaws were in an inconsistent and inaccessible format. Codifying them would make them computer searchable and more accessible to the public. The article passed unanimously.

**Article 14** – Upon a motion by Jennifer Leone and a second by Chris Williams, the Town voted unanimously to amend the Zoning Bylaw to read as set forth in Chapter 220 of the Final Draft of the Code of the Town of Lancaster dated April 1, 2008 and to further amend the Zoning Bylaw by repealing all zoning bylaws currently in force and not included in said Code. PB Chair Vic Koivumaki reported that in accordance with Mass General Law C40A §5 the Planning Board held a public hearing in the Town Hall Auditorium on April 14 on this bylaw change, and that the PB recommended approval. A 2/3 majority was required to pass this article; the vote was unanimous.

**Article 15** – Chris Williams moved and Shawn Winsor seconded that the Town vote to accept Oetman Way as a public way and to authorize the Board of Selectmen to acquire the fee interest in said way, together with all related drainage, utility and other easements, by gift from the record owner or owners thereof. John Schumacher-Hardy, 2 Main Street, asked if the intent was for the road to become a public way when the development was originally approved. PB Chair Vic Koivumaki replied that because of town meeting discussions several years ago, the PB now always asks developers up front if they are planning to ask for streets to become public ways. This developer from the start said he wanted this street to become a public way. The PB at the time said it would approve the request if the roads were built to the standards in the town's subdivision regulations, and sent a letter to the BOS to that effect. Schumacher-Hardy asked how much of a financial burden this street would add. FinCom Chair John Wojciak replied that they couldn't quantify that, but the Department of Public Works (DPW) asks for more equipment and more manpower as new roads are added. Schumacher-Hardy didn't believe the revenue from the development would offset the additional tax burden, and although he appreciated that the developer was honest up front, he urged a no vote on this article. David Dunn, 129 Moffett Street, asked about a DEP problem with the road. Orlando replied that an area of the subdivision was being monitored by Mass DEP and that although DEP says it is now in compliance, some things still needed to be done and they hadn't signed off on it yet. Alexandra Turner, 620 Main Street, asked about the Conservation Commission's order of conditions. Cara Sanford, a member of the ConCom, said that the order of conditions had been extended and that the developer was making good progress in addressing the concerns. Both PB Chair Koivumaki and PB Member Pete Christoph stressed that the developer had met the established, very stringent requirements that are higher standards than older roads followed, and that it is not fair to refuse to make this road a public way. Jean Lidstone, 311 Neck Road, wants new roads in town to be named after veterans, not developers. She wants an ad hoc committee established to come up with names for future roads. Orlando Pacheco said he would put this on the agenda for the next BOS meeting. The article passed by majority vote.

**Article 16** – Upon a motion by Historical Commission Chair Michael Sczerzen and a second by Joan Richardson, Article 16, which was a bylaw that would prohibit any permanent structures from being constructed above ground on the Town Green, was withdrawn.

**Article 17** – Shawn Winsor moved and Chris Williams seconded that the Town amend the Lancaster Zoning Bylaw as printed in the warrant. The warrant article would add a definition of and regulation of Accessory Apartments to the existing zoning bylaws. PB Chair Vic Koivumaki reported that in accordance with Mass General Law C40A §5 the Planning Board held a public hearing in the Town Hall Auditorium on April 14 on this proposed bylaw, and that the PB recommended approval. Koivumaki said that this is the first of several bylaws that will grow out of the adoption of the Master Plan to help shape the development of the town. He said adoption of this bylaw would help toward meeting our affordable housing quota. Jean Lidstone asked if apartments in houses are not currently considered affordable housing; Koivumaki replied that they probably haven't been. Orlando Pacheco added that the definition of affordable housing is income-related. John Schumacher-Hardy asked if someone would have to build a whole new apartment if they only wanted to add a bathroom. Other questions related to the same issue. If several family units live in the same house, would they be required to build separate apartments? Is the bylaw specifically for family members or for any apartment? If an apartment is currently non-conforming would it still be non-conforming under this bylaw? Pacheco replied that a bathroom would have to be in compliance with building codes. Koivumaki explained that eventually an owner-occupied house with an in-law apartment becomes just a house with an

apartment when the homeowner moves on or the in-law dies; the purpose of this bylaw is to regulate those apartments. This bylaw gives homeowners a vehicle to go before the Board of Appeals for a variance if they are currently non-conforming; it actually gives homeowners more freedom, not less. The intent of the five year requirement is to prevent someone from buying a big house and turning it into an apartment building; they would have to go to the Board of Appeals for a variance for that. Schumacher-Hardy said having to add three parking spaces for an apartment seemed excessive; James Burgoyne, 305 High Street Extension, replied that the intent is to only add one parking space for an in-law apartment. He added that Lancaster is one of the few communities that does not regulate in-law apartments. Michael Sczerzen, 24 Barnes Court, asked if an accessory apartment in the sewer district would be assessed a hook-up fee. Pacheco replied that if the house was already hooked up to the sewer an additional hook-up fee would not be assessed, but the homeowner may need to purchase additional sewer credits. Jean Lidstone said that the Clinton treatment Plant is at capacity and that additional credits are limited. A two-thirds vote was required for passage. In accordance with §180-5 of Lancaster's Code of Bylaws, Moderator Starr declared the vote to be well over the 2/3 majority needed for passage.

**Article 18** – Chris Williams moved and Shawn Winsor seconded that the Town vote to disapprove the bond authorization of the Nashoba Regional School District voted on April 3, 2008. The bond authorization is for the field and track replacement project at the Nashoba Regional High School. Bill Spratt, NRSD's Director of Facilities, presented a short movie that showed the condition of the fields and explained that because of all the teams that use the fields, none of them could have "time off" to recover between seasons. He explained that because of where the fields were, chemicals couldn't be used to preserve the sod. Ara Tyler, 91 Mary Catherine Drive, pointed out that this project would add \$50k per year to the school budget and wondered why the school system couldn't plan on money from fundraising. Lancaster NRSD School Committee representative Don Adams said a fundraising plan is in place. Ted Manning, 49 Poulin Drive, suggested that residents Google synthetic turf and staph infections and find out how detrimental this type of field is to the health of the kids who play on it. He added that the tire/rubber component of the synthetic field compacts over time and can cause injuries. He thought it would be better to build more fields than to make the current one synthetic. Spratt replied that grass fields are more susceptible to microbes than synthetic fields. He added that the turf field has an eight-year warranty and if it compacts in that time, the company would have to replace it. He said NRSD would have to purchase land to expand the fields if it couldn't fix the current ones. John Schumacher-Hardy asked if the BOS and FinCom supported the field renovations. John Wojciak said the FinCom voted to disapprove the bond authorization because they didn't believe the hoped-for offsets would actually happen. Although the FinCom is in favor of a good sports program and good facilities at Nashoba, they just don't believe the numbers in this plan. BOS Chair Chris Williams said the BOS didn't take a stand on the article. NRSD Assistant Superintendent George King said the district faces liabilities with the current field because of its condition. He said if the bond authorization did not go through, the district would maintain current athletic programs but would have to do remedial work on all the fields. He said it wasn't feasible to bus students to practice on fields at other schools in the district. Lancaster NRSD school committee member Meledath Govindan said he had been as skeptical as many residents are at first, but after seeing the fields and looking at the numbers he was now convinced that it made more sense to install the turf. Pete Christoph, Roger Oetman of 45 Fairview Hill, George Paglia of 18 Squire Shaler Lane and Jeff Parrow of 282 Ponakin Road all spoke in favor of the new turf and urged voters to accept the bond authorization. A hand count

resulted in a vote of 59 yes and 68 no; the article to disapprove the bond issued was defeated and thus the town voted in favor of going ahead with installing the synthetic turf.

**Article 19** -- Upon a motion by Shawn Winsor and a second by Chris Williams, the Town voted unanimously to amend the Lancaster Personnel By-law as printed in the warrant. Resident Jean Lidstone, 311 Neck Road, asked why these changes were needed; Finance Director Cheryl Gariepy replied that they addressed part-time employees who regularly work the same number of hours every week for 52 weeks a year.

**Article 20** -- Upon a motion by Jennifer Leone and a second by Chris Williams, the Town voted unanimously to transfer one million dollars from Free Cash to the Stabilization Fund. The FinCom recommended passage of this article.

**Article 21** -- Upon a motion by Chris Williams and a second by Shawn Winsor, the Town voted unanimously to transfer \$231,382.15 plus interest accrued through June 30, 2008 from the Water Capital Fund to Water Retained Earnings. Finance Director Cheryl Gariepy explained that this transfer was requested by the Massachusetts Department of Revenue to fix an accounting error from previous years.

**Article 22** -- Upon a motion by Shawn Winsor and a second by Chris Williams, the Town voted to authorize the Board of Selectmen to enter into a Preservation Restriction Agreement with the Commonwealth of Massachusetts for the Prescott Building and to file and record said Preservation Restriction Agreement at the Worcester Registry of Deeds. Jean Lidstone asked for an explanation of this article; Planning Director Noreen Piazza replied that her office had applied for a grant from the Mass Historical Commission for about \$100k to install interior storm windows on the Prescott Building; if the grant is awarded, the Preservation Restriction Agreement would require that no substantial exterior changes were made to the building. There being only one dissenting vote, the Moderator declared the 2/3 majority vote needed for passage.

John Schumacher-Hardy, 2 Main Street, moved to reconsider Article 18, and the motion was seconded. A point of order claim that Mr. Schumacher-Hardy did not vote on the prevailing side was dismissed by Moderator Starr. Resident Sean Doyle urged voters not to reconsider, in the name of fairness. The motion to reconsider was defeated.

There being no further business, Moderator Starr adjourned the Annual Town Meeting at 9:20 p.m.

## ANNUAL TOWN ELECTION

May 12, 2008

<b>MODERATOR</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
DAVID I. SPANAGEL	132	196	328
Write-In STANLEY STARR	0	5	5
All Others	1	4	5
Blanks	40	48	88

TOTAL	173	253	426
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<b>SELECTMAN</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
SHAWN S. WINSOR	71	126	197
JOHN P. SONIA	101	118	219
Write-In	0	0	0
All Others	0	1	1
Blanks	1	8	9
TOTAL	173	253	426

<b>DEPT. OF PUBLIC WORKS</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
DOUGLAS A. DeCESARE	125	186	311
Write-In	0	0	0
All Others	4	9	13
Blanks	44	58	102
TOTAL	173	253	426

<b>BOARD OF HEALTH</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
STEPHEN PIAZZA	117	187	304
Write-In	0	0	0
All Others	0	3	3
Blanks	56	63	119
TOTAL	173	253	426

<b>LIBRARY TRUSTEE -- VOTE FOR TWO</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>TOTAL</b>
FRANK T. MacGRORY	125	205	330
EMILY J. ROSE	127	188	315
Write-In	0	0	0
All Others	1	3	4
Blanks	93	110	203
TOTAL	346	506	852

<b>PLANNING BOARD</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
PHILIP F. LAWLER	112	183	295
Write-In	0	0	0
All Others	1	4	5
Blanks	60	66	126
TOTAL	173	253	426

<b>FINANCE COMMITTEE</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
JOHN J. WOJCIAK	130	193	323
Write-In	0	0	0
All Others	0	4	4
Blanks	43	56	99
<b>TOTAL</b>	<b>173</b>	<b>253</b>	<b>426</b>

<b>NRSD COMMITTEE</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
MELEDATH GOVINDAN	120	193	313
Write-In	0	0	0
All Others	1	4	5
Blanks	52	56	108
<b>TOTAL</b>	<b>173</b>	<b>253</b>	<b>426</b>

# STATE PRIMARY

September 16, 2008

The polls were opened at 7 a.m. by Warden Rita Ford. Serving at the polls were Inspectors Thomas Morris, Norma McCarty, Frank MacGrory, Frank Mitchell, Marilyn Chambers, Joy Peach, Lorry Doucet, Henry Richter, Elizabeth Narbonne, Leslie Montague, Frederick Martin, Leonard Kelley, Claire Griffiths, Susan Smiley, Jennifer Lapen, Rose MacDonald, and Kathy Suits. Susan Polansky, Kathy Suits, Warden Chester L. Locke, Assistant Warden Jeanne Rich tallied the results. Carol Barnes and Assistant Town Clerk June Sheridan served as Election Clerks.

## DEMOCRATIC PARTY

### SENATOR IN CONGRESS

	<b>Pct 1</b>	<b>Pct 2</b>	<b>Total</b>
John F. Kerry	201	403	604
Edward J. O'Reilly	62	227	289
All Others	1	0	1
Blanks	2	17	19
<b>TOTAL VOTES CAST</b>	<b>266</b>	<b>647</b>	<b>913</b>

### REPRESENTATIVE IN CONGRESS

	<b>Pct 1</b>	<b>Pct 2</b>	<b>Total</b>
Nicola S. Tsongas	213	523	736
All Others	1	8	9
Blanks	52	116	168
<b>TOTAL VOTES CAST</b>	<b>266</b>	<b>647</b>	<b>913</b>

### COUNCILLOR

	<b>Pct 1</b>	<b>Pct 2</b>	<b>Total</b>
Thomas J. Foley	183	486	669



All Others		0	4	4
Blanks		83	157	240
<b>TOTAL VOTES CAST</b>		<b>266</b>	<b>647</b>	<b>913</b>

#### SENATOR IN GENERAL COURT

	Pct 1	Pct 2	Total
Jennifer L. Flanagan	209	471	680
Brian Knuuttila	47	137	184
All Others	0	1	1
Blanks	10	38	48
<b>TOTAL VOTES CAST</b>	<b>266</b>	<b>647</b>	<b>913</b>

#### REPRESENTATIVE IN GENERAL COURT

	Pct 1	Pct 2	Total
Jennifer E. Benson	195	XXXX	195
Harold P. Naughton	XXXX	304	304
Stephen J. Kerrigan	XXXX	340	340
All Others	0	0	0
Blanks	71	3	74
<b>TOTAL VOTES CAST</b>	<b>266</b>	<b>647</b>	<b>913</b>

#### REGISTER OF PROBATE

	Pct 1	Pct 2	Total
Stephen G. Abraham	183	488	671
All Others	0	4	4
Blanks	83	155	238
<b>TOTAL VOTES CAST</b>	<b>266</b>	<b>647</b>	<b>913</b>

**TOTAL DEMOCRATIC VOTES CAST**

**266**

**647**

**913**

## REPUBLICAN PARTY

#### SENATOR IN CONGRESS

	Pct 1	Pct 2	Total
Jeffrey K. Beatty	43	76	119
All Others	1	2	3
Blanks	3	1	4
<b>TOTAL VOTES CAST</b>	<b>47</b>	<b>79</b>	<b>126</b>

#### REPRESENTATIVE IN CONGRESS

	Pct 1	Pct 2	Total
All Others	4	18	22
Blanks	43	61	104
<b>TOTAL VOTES CAST</b>	<b>47</b>	<b>79</b>	<b>126</b>

#### COUNCILLOR

	Pct 1	Pct 2	Total
All Others	3	13	16
Blanks	44	66	110
<b>TOTAL VOTES CAST</b>	<b>47</b>	<b>79</b>	<b>126</b>

#### SENATOR IN GENERAL COURT

	Pct 1	Pct 2	Total
All Others	3	12	15

Blanks		44	67	111
<b>TOTAL VOTES CAST</b>		<b>47</b>	<b>79</b>	<b>126</b>

**REPRESENTATIVE IN GENERAL COURT**

	Pct 1	Pct 2	Total
Kurt Hayes	40	XXXX	40
All Others	1	13	14
Blanks	6	66	72
<b>TOTAL VOTES CAST</b>	<b>47</b>	<b>79</b>	<b>126</b>

**REGISTER OF PROBATE**

	Pct 1	Pct 2	Total
All Others	3	10	13
Blanks	44	69	113
<b>TOTAL VOTES CAST</b>	<b>47</b>	<b>79</b>	<b>126</b>

<b>TOTAL REPUBLICAN VOTES CAST</b>	<b>47</b>	<b>79</b>	<b>126</b>
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## GREEN-RAINBOW PARTY

**SENATOR IN CONGRESS**

	Pct 1	Pct 2	Total
All Others	0	0	0
Blanks	0	1	1
<b>TOTAL VOTES CAST</b>	<b>0</b>	<b>1</b>	<b>1</b>

**REPRESENTATIVE IN CONGRESS**

	Pct 1	Pct 2	Total
All Others	0	1	1
Blanks	0	0	0
<b>TOTAL VOTES CAST</b>	<b>0</b>	<b>1</b>	<b>1</b>

**COUNCILLOR**

	Pct 1	Pct 2	Total
All Others	0	0	0
Blanks	0	1	1
<b>TOTAL VOTES CAST</b>	<b>0</b>	<b>1</b>	<b>1</b>

**SENATOR IN GENERAL COURT**

	Pct 1	Pct 2	Total
All Others	0	0	0
Blanks	0	1	1
<b>TOTAL VOTES CAST</b>	<b>0</b>	<b>1</b>	<b>1</b>

**REPRESENTATIVE IN GENERAL COURT**

	Pct 1	Pct 2	Total
All Others	0	0	0
Blanks	0	1	1
<b>TOTAL VOTES CAST</b>	<b>0</b>	<b>1</b>	<b>1</b>

**REGISTER OF PROBATE**

	Pct 1	Pct 2	Total
All Others	0	0	0
Blanks	0	1	1
<b>TOTAL VOTES CAST</b>	<b>0</b>	<b>1</b>	<b>1</b>

<b>TOTAL GREEN-RAINBOW VOTES CAST</b>	<b>0</b>	<b>1</b>	<b>1</b>
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# WORKING FAMILIES PARTY

## SENATOR IN CONGRESS

		Pct 1	Pct 2	Total
All Others		0	0	0
Blanks		0	0	0
<b>TOTAL VOTES CAST</b>		<b>0</b>	<b>0</b>	<b>0</b>

## REPRESENTATIVE IN CONGRESS

		Pct 1	Pct 2	Total
All Others		0	0	0
Blanks		0	0	0
<b>TOTAL VOTES CAST</b>		<b>0</b>	<b>0</b>	<b>0</b>

## COUNCILLOR

		Pct 1	Pct 2	Total
All Others		0	0	0
Blanks		0	0	0
<b>TOTAL VOTES CAST</b>		<b>0</b>	<b>0</b>	<b>0</b>

## SENATOR IN GENERAL COURT

		Pct 1	Pct 2	Total
All Others		0	0	0
Blanks		0	0	0
<b>TOTAL VOTES CAST</b>		<b>0</b>	<b>0</b>	<b>0</b>

## REPRESENTATIVE IN GENERAL COURT

		Pct 1	Pct 2	Total
All Others		0	0	0
Blanks		0	0	0
<b>TOTAL VOTES CAST</b>		<b>0</b>	<b>0</b>	<b>0</b>

## REGISTER OF PROBATE

		Pct 1	Pct 2	Total
All Others		0	0	0
Blanks		0	0	0
<b>TOTAL VOTES CAST</b>		<b>0</b>	<b>0</b>	<b>0</b>

**TOTAL WORKING FAMILIES VOTES CAST**

**0 0 0**

**TOTAL PRIMARY BALLOTS CAST**

**313 727 1040**

**WARRANT FOR  
SPECIAL TOWN MEETING  
October 6, 2008  
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 sixth 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 transfer from the Board of selectmen for general municipal purposes to the Board of Selectmen for the purpose of conveyance and to authorize the Board of Selectmen to grant to the Lancaster Land Trust a historic preservation restriction pursuant to the provisions of G.L. c. 184, §§ 31-33 affecting the property known as the Town Green, located at Thayer Drive and Main Street and shown on Assessors Map 34 as Parcel 91, on such terms and conditions as the Selectmen may determine, or act in any manner relating thereto.

**ARTICLE 2  
Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to acquire for general municipal purposes the fee simple or other interest in land by purchase, gift, or eminent domain or otherwise and to accept the deed from the Secretary of Housing and Urban Development for the property located at 32 Carter Street, as shown on Lancaster Assessor's Map 41, Parcel 225, for a sum not to exceed one (1) dollar, or act in any manner relating thereto.

**ARTICLE 3  
Board of Selectmen**


To see if the Town will vote to transfer from the Board of Selectmen for general municipal purposes to the Board of Selectmen for the purpose of conveyance the property located at 32 Carter Street, as shown on Lancaster Assessor's Map 41, Parcel 225 for the purposes of creating at least one (1) affordable housing unit as defined by the Department of Housing and Community Development and to authorize the Board of Selectmen to enter into all agreements and execute any

and all instruments as may be necessary to dispose of such property, or act in any manner relating thereto.

#### ARTICLE 4 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 January 1, 2009 (*detail below*), or act in any manner relating thereto.  
***The Finance Committee recommends passage of this article.***

#### *FY2009 Proposed Wage Scale*

 STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
9.12 19,040.05	9.50 19,828.07	9.90 20,679.97	10.31 21,531.87	10.74 22,426.37	11.20 23,384.76	11.65 24,321.86
10.61 22,149.50	11.05 23,065.30	11.52 24,044.99	12.02 25,088.57	12.51 26,110.86	13.03 27,197.04	13.57 28,325.81
11.64 24,300.56	12.13 25,322.85	12.63 26,366.43	13.16 27,473.90	13.72 28,645.27	14.29 29,837.94	14.89 31,094.50
12.60 26,302.54	13.13 27,410.01	13.68 28,560.08	14.26 29,774.04	14.86 31,030.60	15.48 32,329.76	16.12 33,650.21
13.54 28,261.92	14.09 29,411.99	14.68 30,647.25	15.30 31,946.40	15.94 33,288.15	16.61 34,672.49	17.29 36,099.43
13.98 29,199.01	14.58 30,434.27	15.19 31,712.13	15.83 33,053.88	16.48 34,416.92	17.17 35,843.86	17.88 37,334.69
15.13 31,584.34	15.75 32,883.49	16.42 34,289.14	17.10 35,694.78	17.81 37,185.61	18.55 38,740.33	19.31 40,316.36
15.76 32,904.79	16.43 34,310.43	17.11 35,716.08	17.82 37,206.91	18.57 38,782.93	19.34 40,380.25	20.15 42,062.76
16.46 34,374.33	17.15 35,801.27	17.86 37,292.10	18.63 38,889.42	19.40 40,508.04	20.19 42,147.95	21.03 43,915.65
17.97 37,526.37	18.72 39,081.10	19.51 40,742.31	20.33 42,446.12	21.20 44,256.41	22.08 46,109.30	22.99 48,004.79
20.43 42,659.09	21.28 44,426.79	22.17 46,300.98	23.09 48,217.77	24.04 50,198.44	25.06 52,328.20	26.10 54,500.56
20.92 43,681.38	21.80 45,512.97	22.73 47,451.05	23.67 49,431.73	24.64 51,455.00	25.66 53,584.76	26.75 55,863.60
22.86	23.82	24.82	25.86	26.94	28.07	29.23

47,727.92	49,729.90	51,817.06	53,989.42	56,246.96	58,611.00	61,038.92
25.55	26.63	27.73	28.90	30.10	31.37	32.68
53,350.49	55,608.03	57,908.17	60,336.10	62,849.22	65,490.12	68,237.51
26.95	28.08	29.24	30.48	31.74	33.08	34.46
56,268.26	58,632.29	61,060.22	63,637.23	66,278.13	69,068.12	71,943.29
28.02	29.18	30.41	31.68	33.01	34.38	35.82
58,504.51	60,932.43	63,488.15	66,150.35	68,919.03	71,794.21	74,797.17

**ARTICLE 5**  
**Board of Selectmen**

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$19,550.00 (Nineteen-Thousand Five Hundred and Fifty Dollars) for work performed to connect floor drains at the Lancaster Highway Garage to an existing sewer line, or act in a manner relating thereto.

*The Finance Committee recommends passage of this article.*

**ARTICLE 6**  
**Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to accept and record two drainage easements over Lot 1 on Oetman Way & Goss Lane in the Town of Lancaster, Massachusetts in accordance with a plan by Goldsmith Prest, & Ringwall, Inc. (GPR) entitled "Road Acceptance Plan, Oetman Way", dated April 7, 2008 and recorded at Worcester Deeds, or act in a manner relating thereto.

**ARTICLE 7**  
**Board of Selectmen**

To see if the town will vote to authorize the Board of Selectmen to accept and record various drainage and water service easements over Lots 4, 5A, 6A and 9 on Oetman Way in the Town of Lancaster, Massachusetts as shown on a plan by Goldsmith, Prest & Ringwall, Inc. (GPR) entitled "Road Acceptance Plan, Oetman Way", dated April 7, 2008 recorded at Worcester Deeds, or act in a manner relating thereto.

**ARTICLE 8**  
**Board of Selectmen**

To see if the Town will vote to transfer from the Stabilization Fund the sum of \$200,00.00 (Two Hundred Thousand Dollars) to be expended by the Board of Selectmen for the purpose of making improvements and renovations to the Town-owned buildings on the Town Green, or act in a manner relating thereto

**ARTICLE 9**  
**Board of Selectmen**

To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$19,000 (Nineteen Thousand Dollars) to defray the expenses of the Conservation Agent for the Fiscal Year beginning July 1, 2008, or act in any manner related thereto

**ARTICLE 10**  
**Board of Selectmen**

To see if the Town will accept the provisions of Chapter 43D of the Massachusetts General Laws as amended pursuant to Section 11 of Chapter 205 of the Acts of 2006, and to approve the filing of an application with the Interagency Permitting Board for the designation of land at:

Lancaster Technology Park (Old Union Turnpike)

- Map 3, Parcel 4 (41.5 acres)
- Map 4, Parcel 11 (50.53 acres)
- Map 4, Parcel 11B (10.1 acres)
- Map 8, Parcel 9 (.12 acres)
  
- Total: 102.25 acres

Ascetic Hill Park (Lunenburg Road)

- Map 9, Parcel 2 (25.24 acres)
- Map 9, Parcel 5 (51.2 acres)
- Map 9, Parcel 17 (13.6 acres)
- Map 14, Parcel 1 (9.0 acres)
- Map 14, Parcel 2 (5.5 acres)
- Map 14, Parcel 3 (2.9 acres)
- Map 14, Parcel 6 (8.31 acres)
- Map 14, Parcel 8 (8.45 acres)
- Map 14, Parcel 9 (53.72 acres)
- Map 14, Parcel 12 (15.17 acres)
  
- Total: 179.49 acres

as Priority Development Sites, or take any other action in relation thereto.

**ARTICLE 11**  
**Board of Selectmen**

To see if the Town will vote to amend the Lancaster Zoning Bylaw as follows, or act otherwise in relation thereto.

1. Delete the present Section 220-15 Flexible Development and replace it with the following new Section 220-15:

## **220-15 Flexible Development**

- A. *Intent:* The intent of these Flexible Development provisions is to allow greater flexibility and creativity in residential development in order to gain:
  - (1) Location of development on sites best suited for development, and protection of land not suited for development, reflecting such considerations as:
    - Permanent preservation of open space for agriculture, conservation, or recreational use, especially in large contiguous areas within the site or linked to off-site protected areas;
    - Protection of water bodies, streams, wetlands, wildlife habitats, and other conservation resources;
    - Protection of the character of the community through preserving open space within view from public roads, preservation of stone walls and other historic landscape features, preservation of scenic vistas, and through siting of dwellings at low-visibility locations;
    - Protection of street appearance and capacity by avoiding development close to such streets, except in already compactly developed areas;
  - (2) Efficient patterns for construction and maintenance of public facilities and services such as streets and utilities;
  - (3) Privacy for residents of individual lots; and
  - (4) Avoidance of unnecessary development costs.
- B. *Dimensional Requirements:* Subject to conformance with the standards contained in the following Paragraphs (1) through (3), the Planning Board may by Special Permit authorize the creation and use of residential building lots complying with the alternative frontage and lot area regulations contained in Paragraph (4) below rather than those otherwise applicable to the zoning district in which the land is located.
  - (1) *Base Number of building lots:* The Base Number of building lots allowed to be created in a Flexible Development shall be equal to the number of building lots into which the parcel could reasonably be expected to be divided under normally applicable dimensional and (if not sewered) on-site disposal regulations. That number may, at the owner's option, be determined by Planning Board estimate or by an alternative "conventional" plan certified to comply by a Registered Land Surveyor and Professional



Engineer. In either event, the Planning Board's final determination of the Base Number shall be conclusive.

In addition to building lots, one or more parcels of deed-restricted open space shall be created in a Flexible Development in compliance with the regulations of Subsection C.

- (2) *Bonus lots:* As an open space and affordability incentive, the Planning Board may allow an increase over the Base Number of lots otherwise allowed, using the following calculations, provided however, that in no event shall the number of "bonus" lots allowed exceed fifty percent (50%) of the Base Number of building lots.
  - (a) *Open space:* A number of bonus lots may be awarded equal to the Base Number times a percentage that equals one-half the percentage of open space set aside in excess of the minimum required, to a bonus limit of 10% of the Base Number. For example, a 10% bonus increase above the Base Number is allowed if open space set aside is 20% or more higher than the minimum required. Fractions of 0.5 lots or more shall be rounded up, and others rounded down.
  - (b) *Affordability:* Dwelling units permanently restricted to occupancy by persons, families or households who qualify as low or moderate income, as those terms are defined for the area by the Commonwealth's Department of Housing and Community Development, may be added to the Base Number, up to a bonus limit of not more than one-third (1/3) of the Base Number.
- (3) *Transfer of development rights:* By agreement of its owner, land may be used in calculating the Base Number of lots under Paragraph (1) or the bonus lots under Paragraph (2) even though such land is not contiguous with or in the same ownership as the premises being developed, but only as follows:
  - (a) The land used in such calculation (the "transfer land") must be determined by the Planning Board to be of special importance to remain in a natural state because of its visual prominence or potential vista blockage, because of its ecological significance and fragility, because it has special importance as farmland, or because it is important to the Town's open space plan.
  - (b) The land being developed must not itself have the qualities specified immediately above.
  - (c) The transfer land must not be wetlands (as defined in Section 40, Chapter 131, M.G.L.), or be used to satisfy lot area requirements for any other development, or already be restricted from development by a conservation restriction or other binding device.

(d) Prior to issuance of any building permit dependent upon the transfer, such transfer land shall be made subject to a permanent Conservation Restriction held by the Town pursuant to Section 31-33, Chapter 194, M.G.L., prohibiting non-agricultural development.

(4) *Alternative dimensional requirements:* Lot area, lot frontage and width, and yard setback requirements of Sections 220-10 through Section 220-11 shall not apply to individual lots within a Flexible Development authorized under this Section 220-15, provided that the Planning Board has approved the proposed alternative lot dimensions for the Development, subject to the following limitations:

(a) Lots having primary frontage on a street other than a street created by the development shall not have reduced frontage or front yard setbacks unless the Planning Board determines that doing so improves consistency of building spacing and bulk with the character of the existing vicinity.

(b) At least fifty percent (50%) of the required frontage and side and rear yard setbacks for the district shall be maintained in the Development unless a further reduction is authorized by the Planning Board for a particular lot reflecting special circumstances of the lot.

(c) A buffer area of not less than fifty (50) feet shall be provided around identified resource areas on or adjacent to the tract such as ponds, wetlands, streams and riverfront areas, rock outcrops, ledge, agricultural or recreational fields, and land held for conservation purposes. Driveways necessary for access and egress to and from the tract may cross such buffer areas. No vegetation in this buffer area shall be disturbed, destroyed or removed, except to provide for necessary access and for normal maintenance of structures and landscapes approved as part of the project. The Planning Board may waive or reduce the buffer requirement in these locations where it determines that a smaller buffer (or no buffer) will suffice to accomplish the objectives set forth herein, or where necessitated to allow economic use of the property as a whole.

C. *Open Space Requirements:* The following open space requirements must be met unless the Planning Board determines that owing to peculiarities of the site a smaller amount of open space would better serve the intent of these provisions to facilitate sensitive use of Town resources. In all other cases, a minimum of forty percent (40%) of the land in the Flexible Development shall be reserved as open space. Any proposed open space land, unless conveyed to the Town or its Conservation Commission, shall be subject to a recorded restriction and/or conservation easement enforceable by the Town. Such restriction or easement shall be in a form satisfactory to the Planning Board, and shall provide that such land shall be perpetually kept in an open state, that it shall be preserved exclusively for one or more of the purposes set forth in Paragraph (3) below, and that it shall be

maintained in a manner which will ensure its suitability for its intended purposes.

- (1) The percentage of the open space that is wetlands shall not normally exceed the percentage of the Flexible Development parcel that is wetlands; provided, however, that the Planning Board may allow a greater percentage of wetlands to be included in such open space upon a demonstration that such inclusion promotes the purposes of this bylaw.
- (2) Designated open spaces shall be contiguous with each other in a continuous system except where separated by a roadway or an accessory amenity, and except where the Planning Board determines that allowing non-contiguous open space will promote the goals of this bylaw and/or protect identified conservation resources.
- (3) The open space shall be used for wildlife habitat and conservation and one or more of the following additional purposes: historic preservation, education, outdoor education, recreation, park purposes, agriculture, horticulture, forestry, visual amenity, and shall be served by suitable access for such purposes. The Planning Board may permit up to five percent (5%) of the open space to be paved or built upon for structures accessory to the dedicated use or uses of such open space (i.e., pedestrian walks and bike paths).
- (4) Wastewater and storm-water management systems serving the development may be located within the open space. Surface systems, such as retention and detention ponds, shall not qualify towards the minimum open space required.
- (5) *Ownership of the open space:* The designated open space shall be conveyed to:
  - (a) The Town or its Conservation Commission; or
  - (b) A nonprofit organization, the principal purpose of which is the conservation of open space and any of the purposes for such open space set forth above; or
  - (c) A corporation or trust owned jointly or in common by the owners of lots or dwelling units within the Flexible Development. If such corporation or trust is utilized, ownership thereof shall pass with conveyance of the lots or units. Maintenance of such open space and facilities shall be permanently guaranteed by such corporation or trust through provisions for mandatory assessments of maintenance expenses to each lot or unit. The trust or corporation documents shall include an express consent to allow the Town, at its own option, to enter and access the open space and facilities and perform repairs, if the trust or corporation fails to provide adequate maintenance. Each individual deed for the lots in the Flexible Development, the open space deed, and the trust or articles of

incorporation, shall include provisions to effect these requirements. Documents creating such trust or corporation shall be subject to Planning Board approval, and shall thereafter be recorded.

- D. *Multifamily Dwellings:* Multifamily dwellings may be permitted in a Flexible Development subject to the above provisions of Section 220-15 and subject to the following:
- (1) The number of dwelling units may not exceed the number of building lots (including bonus lots) which could be allowed under the provisions of Section B, Dimensional Requirements.
  - (2) The proposed Development must meet at least five of the following guidelines:
    - (a) Each dwelling unit should have a direct outside entrance not shared with any other unit.
    - (b) Setbacks and building alignment should be reflective of that existing in the vicinity.
    - (c) Individual attached units should be distinguished from each other through building massing, such as through differences in façade setback, roof height, major unit or roof gable orientation, without reliance on surface decoration or trim to distinguish them.
    - (d) No more than four dwelling units should be attached together in a single structure.
    - (e) The scale of parking areas should be kept small through having no more than eight parking spaces within any parking area not separated from others by intensive landscaping and, if containing more than two spaces, being located somewhere other than within a front yard area.
    - (f) Existing vegetation and other site features should be retained to the extent reasonably feasible.
    - (g) New plantings should be reflective of those common in the vicinity with regard to species, scale and location.
- E. *Special Permit Considerations:* A special permit for a Flexible Development shall be granted only upon Planning Board determination that such alternative form of development of the subject land better serves the Bylaw intent than would development under otherwise applicable rules, considering possible deterioration of water quality, visual intrusion, displacement of natural features, or traffic conflicts.
- F. *Documentation:* All lots created under the provisions of Section 220-15 Flexible Development shall be shown on a recorded plan referencing the

recorded special permit under Section 220-15, and containing notations specifying that no additional building lots are to be created through future division of the land shown on the plan, and specifying the maximum number of dwelling units to be allowed on each lot.

In addition, a permanent restriction, running with land and enforceable by the Town, shall be recorded with respect to the land included in the Flexible Development, providing that no land within the Development may be divided into additional building lots and specifying the maximum number of dwelling units that may be developed on the land.

- G. *Subdivision Control Law:* Nothing in this Section shall be interpreted as conflicting with the Subdivision Control Law, M.G.L. c. 41, §§81-k, et seq., and a special permit issued under this section shall not supplant the applicable requirements of the Subdivision Control Law.

2. Amend Section 220-8.1 Residential Uses by deleting the note in row D that reads “See Section 220-9C” and substituting the following:

“Either as provided at Section 220-9C or as provided at Section 220-15D.”

<p style="text-align: center;"><b>ARTICLE 12</b> <b>Board of Selectmen</b></p>
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To see if the Town will vote to amend the Lancaster Zoning Bylaw as follows, or act in relation thereto:

1. Amend Article X, Section 220-35 (A) by changing the referenced effective date of the Subdivision Rules and Regulations from “June 1, 1985” to “as currently in effect”; and by adding the following new Subsection (4) to Section 220-35 (A) Design Guidelines:
  - (4) Assure that the design and location of structures on the site avoid damage to or incompatibility with historical and archeological resources, such as antique buildings and structures, barns, stonewalls, earthworks and graves.
2. Replace Article X, Section 220-35 (D) with the following new Section 220-35 (D):

D. *Guidelines:* The Planning Board shall adopt and from time to time amend reasonable guidelines and regulations for their administration.
3. Amend Article X, Section 220-36 by changing the title of Section 220-36 from “Disturbance Controls “ to “Disturbance Controls and Lighting”; by renumbering existing Section 220-36 (A) and Section 220-36 (B) as Section 220-36.1 (A) and Section 220-36.1 (B) respectively; and by adding a new Section 220-36.2 “Lighting” to read as follows:

## 220-36.2 Lighting

- A. *Objective:* The regulation of outdoor lighting is intended to enhance public safety and welfare by providing for adequate and appropriate outdoor lighting, provide for lighting that will complement the character of the town, reduce glare, minimize light trespass, and reduce the cost and waste of unnecessary energy consumption.
- B. *Applicability:* The requirements of this section shall apply to outdoor lighting on lots and parcels in all districts, but shall not apply to: one- and two-family dwellings on lots on which they are the principal use, street lighting, lights that control traffic, or other lighting for public safety on streets and ways.

When an existing outdoor lighting installation is being modified, extended, expanded or added to, the entire outdoor lighting installation on the lot shall be subject to the requirements of this section if 20% or more of the fixtures will be new or altered.

Non-conforming temporary outdoor lightings necessitated by construction, special non-recurrent events, or emergency contingencies, may be used upon issuance of a temporary lighting permit by the Building Inspector.

The following light sources are prohibited:

- a) Neon signs;
  - b) Mercury vapor and quartz lamps; and
  - c) Searchlights.
- C. *Definitions:* For the purpose of this section, the following words and phrases shall have the following meanings:

Color Rendering Index (CRI): A measurement of the amount of color shift that objects undergo when lighted by a light source as compared with the color of those same objects when seen under a reference light source of comparable color temperature. CRI values generally range from 0 to 100, where 100 represents incandescent light.

Cutoff Angle: The angle formed by a line drawn from the direction of the direct light rays at the light source with respect to the vertical, beyond which no direct light is emitted.

Direct Light: Light emitted from the lamp, off the reflector or reflector diffuser, or through the refractor or diffuser lens, of a luminaire.

Fixture: The assembly that houses a lamp or lamps, and which may include a housing, a mounting bracket or pole socket, a lamp holder, a ballast, a reflector or mirror, and/or a refractor, lens or diffuser lens.

Foot-candle: A unit of illumination. One foot-candle is equal to one lumen per square foot.

Fully-shielded Luminaire: A lamp and fixture assembly designed with a cutoff angle of 90 degrees, so that no direct light is emitted above a horizontal plane.

Glare: Light emitted from a luminaire with an intensity great enough to produce annoyance, discomfort, or a reduction in a viewer's ability to see.

Height of Luminaire: The vertical distance from the finished grade of the ground directly below to the lowest direct light emitting part of the luminaire.

Indirect Light: Direct light that has been reflected off other surfaces not part of the luminaire.

Lamp: The component of a luminaire that produces the actual light.

Light Trespass: The shining of direct light produced by a luminaire beyond the boundaries of the lot or parcel on which it is located, or on-site lighting producing more than 0.3 foot-candles horizontal brightness at ground level at any point off-premises, except within a street.

Lumen: A measure of light energy generated by a light source. One foot candle is one lumen per square foot. For purposes of this bylaw, the lumen output shall be the initial lumen output of a lamp, as rated by the manufacturer.

Luminaire: A complete lighting system, including a lamp or lamps and a fixture.

D. *Plan Contents*: Wherever outside lighting is proposed, every application for a building permit, electrical permit, special permit, variance, or site plan, shall be accompanied by a lighting plan which shall show:

- (1) The location and type of any outdoor luminaires, including the height of the luminaire;
- (2) The luminaire manufacturer's specification data, including lumen output and photometric data showing cutoff angles;
- (3) The type of lamp, such as metal halide, compact fluorescent or high pressure sodium;
- (4) That light trespass onto any street or abutting lot will not occur. This may be demonstrated by manufacturer's data, cross section drawings, or other means.

E. *Control of Glare and Light Trespass*:

- (1) Any luminaire with a lamp or lamps rated at a total of more than 2,000 lumens shall be of fully-shielded design.

- (2) All luminaires, regardless of lumen rating, shall be equipped with whatever additional shielding, lenses, or cutoff devices are required to eliminate light trespass onto any street or abutting lot or parcel and to eliminate glare perceptible to persons on any street or abutting lot or parcel.
- (3) Subsection (1), above, shall not apply to any luminaire intended solely to illuminate any freestanding sign or the walls of a building, but such luminaire shall be shielded so that its direct light is confined to the surface of such sign or building.
- (4) All lamps subject to this bylaw shall have a minimum color temperature of 2000 degrees K and a maximum color temperature of 3700 degrees K.
- (5) *Control of illumination levels:* All parking areas and pedestrian facilities serving non-residential uses and open to the general public shall be provided with illumination during all hours from dusk to dawn while those facilities are open to the general public. Such illumination shall provide not less than 0.2 average maintained horizontal foot-candles, and an illumination ratio (brightest/darkest) of not more than 4:1. However, in performing Site Plan Review under Section 220-34, the Planning Board may approve alternative arrangements if it determines that, because of special circumstances or alternative provisions, the specified illumination is not necessary or appropriate for the protection of the public safety.

F. *Lamp Types:*

- (1) Lamp types shall be selected for optimum color rendering as measured by their color rendering index (CRI), as listed by the lamp manufacturer. Lamps with a color rendering index lower than 50 are not permitted. This paragraph shall not apply to temporary decorative lighting which may include colored lamps, such as holiday lighting.
- (2) No flickering or flashing lights shall be permitted. Processes, such as arc welding, which create light flashes shall be confined within buildings or shielded to prevent either direct glare or flashing.
- (3) A luminaire attached to the exterior of a building or structure for area lighting shall be mounted no higher than twenty (20) feet above grade and shall be shielded to control glare.
- (4) A luminaire attached to a pole shall be mounted no higher than twenty (20) feet above grade and shall be shielded to control glare.

G. *Hours of Operations:*

Outdoor lighting shall not be illuminated between 11:00 PM and 6:00 AM, with the following exceptions:



- (1) If the use is being operated, such as business open to customers, or where employees are working, or where an institution or place of public assembly is conducting an activity, normal illumination shall be allowed during the activity and for not more than one half-hour after activity ceases;
- (2) Low-level lighting sufficient for the security of persons or property on the lot may be in operation between 11:00 PM and 6:00 AM, provided the average illumination on the ground or on any vertical surface is not greater than 0.5 foot-candles.

H. *Special Permits:* In accordance with Section 220-35, Subsection C, the Planning Board, acting as the special permit granting authority, may grant a special permit modifying the requirements of this section, provided it determines that such modification is consistent with the objectives set forth in Section 220-36.2, Subsection A, in the following cases:

- (1) Where an applicant can demonstrate, by means of a history of vandalism or other objective means, that an extraordinary need for security exists;
- (2) Where an applicant can show that conditions hazardous to the public, such as steep embankments or stairs, may exist in traveled ways or areas;
- (3) Where a minor change is proposed to an existing, non-conforming lighting installation, such that it would be unreasonable to require replacement of the entire installation; and
- (4) Where it can be demonstrated that for reasons of the geometry of the lot, building or structure, that complete shielding of direct light is technically infeasible.

4. Amend Article X, Section 220-37 by changing the title of Section 220-37 from “Landscaping Requirements” to “Landscaping Requirements, Erosion and Stormwater Control”; by renumbering existing Section 220-37 (A-I) as Section 220-37.1 (A-I) respectively; and by adding a new Section 220-37.2 “Erosion and Stormwater Control” to read as follows:

#### **220-37.2 Erosion and Stormwater Control**

- A. *Stabilization:* Any area of bare earth exposed through non-residential and non-agricultural building development must be permanently stabilized through replanting, paving or other means of eliminating wind or water erosion. Such stabilization must be completed prior to building occupancy, or a performance bond must be posted in an amount sufficient to assure completion of such work.
- B. *Requirements:* Parties planning construction which will expose more than 43,560 SF (one acre) of bare earth during development, through either removal or filling on the same parcel or on contiguous parcels in the same ownership, must apply for, obtain and comply with a Stormwater Management Permit through the

Planning Board, per the Stormwater Management Bylaw, Chapter 170 of the Town of Lancaster Bylaws. In addition, the following must be complied with:

- (1) Stripping of vegetation, re-grading or other development shall be done in a way which will minimize soil erosion. An Erosion and Sediment Control Plan shall be submitted having sufficient information on existing and proposed topography, vegetation and control measures to allow determination of compliance.
- (2) Whenever practical, natural vegetation shall be retained, protected and supplemented.
- (3) The disturbed area shall be kept to a minimum.
- (4) Where necessary, temporary vegetation and/or mulching shall be used to protect areas exposed during development.
- (5) Sediment basins (debris basins, de-silting basins, silt traps) shall be installed and maintained where necessary to remove sediment from runoff waters from land that is undergoing development.
- (6) Open drainage features (detention basins, vegetated swales, rain gardens) shall be installed and maintained where necessary to collect runoff waters and allow them to recharge the underlying soils.
- (7) The angle of vegetated slopes and fills shall be no greater than the angle which can be retained by vegetative cover or alternative proposed erosion control devices or structures. In any event, slopes left exposed must immediately be planted or otherwise provided with permanent ground cover or other means sufficient to retain erosion.
- (8) A ground cover sufficient to retain erosion must be planted or otherwise provided within thirty (30) working days, season permitting, on any portion of the tract upon which further active construction is not being undertaken.
- (9) The development plan or land-disturbing activity shall be fitted to the topography and soils as to create the least erosion potential.

C. *Referrals:* The Building Inspector may require review of erosion control proposals by the Soil Conservation Service or other experts in soil mechanics in cases where doubt as to adequacy of proposed measures exists. Selection of techniques and determination of adequacy of measures shall, unless otherwise specified, be consistent with *Guidelines for Soil and Water Conservation in Urbanizing Areas of Massachusetts*, USDA Soil Conservation Service, 1975.

5. Delete Article X, Section 220-38 “Erosion Control” and replace with new Section 220-38 “Parking Design and Traffic Planning” to read as follows:

## **220-38     Parking Design and Traffic Planning**

### **220-38.1   Parking Design**

- A.     *Objective:* To document existing neighborhood parking conditions, to evaluate the off-site impacts of the proposed parking, and to mitigate any adverse parking impacts on the neighborhood.
- B.     *Format and Scope:* All applications for site plan review shall provide the following documentation regarding the proposed parking design:
  - (1) Existing off-site and on-street neighborhood parking conditions, including identification of streets likely to be affected by traffic or other impacts of the proposed development.
  - (2) Projected impact of proposed parking on the neighborhood.
  - (3) Proposed mitigation measures for adverse impacts identified above. Information should include area of parking shaded by trees, area of screening, alternative pavers, and creative parking lot design.
  - (4) The design of the parking facility shall take into consideration natural, cultural and historical features and setting, as well as the scale of the facility in relation to the building(s) on the site.
- C.     *Parking Design Standards:* The Board will review the parking design documentation and evaluate for the following:
  - (1) *Hazards:* The parking area and access roads shall not create a hazard to abutters, vehicles or pedestrians.
  - (2) *Placement of parking facilities:* Parking facilities shall be at the rear or side(s) of the principal structure and shall not abut a public way for more than twenty (20) feet. If site encumbrances make this requirement impossible to achieve, parking may be allowed to abut a public way only if the parking lot is buffered and screened from the public way using dense, native vegetation to the greatest extent possible. The design of the parking facility shall take into consideration natural, cultural and historical features and setting.
  - (3) *Pedestrian and bicycle access:* Provisions for pedestrian and bicycle access shall be safe and convenient, so that the development as a whole enhances rather than degrades access by foot or bicycle. Parking areas shall accommodate pedestrian access through the use of raised crosswalks, usable landscaped islands, benches, and abundant shade trees, among other design attributes.
  - (4) *Plantings:* Refer to Subsection 220-37.1, Paragraphs B and E for requirements on plantings in parking areas.

- (5) *Emergency access:* Appropriate access for emergency vehicles shall be provided to the principal structure. Such access need not be paved, yet shall be stable and constructed to withstand a fire vehicle.
- (6) *Size of facility:* Parking lots shall be configured so that no section of lot shall contain more than fifty (50) spaces, and each section of lot shall be visually separated from any other section of lot on or off-premises through the use of major landscaping, earthen berms or grade changes. No more parking than is required by this Bylaw shall be provided unless the applicant demonstrates to the satisfaction of the Planning Board that unusual circumstances justify the amount of parking proposed as being necessary despite reasonable efforts at parking demand reduction.

## **220-38.2 Traffic Impact Assessment**

- A. *Objectives:* To document existing traffic conditions (both vehicular and pedestrian) in the vicinity of the proposed project, to describe the volume and effect of projected traffic generated by the proposed project, and to identify measures proposed to mitigate any adverse impacts on traffic.
- B. *Applicability:* The Board may request an applicant for site plan review to prepare a Traffic Impact Assessment even if the project does not meet any of the following criteria. The Board may also waive all or part of the Traffic Impact Assessment if a project does meet any of the following criteria.

Projects with one or more of the following characteristics shall prepare a Traffic Impact Assessment:

- (1) Proposing thirty (30) or more parking spaces;
  - (2) Proposing a Vehicular Service Establishment, such as a gasoline service station; a facility for the sale, rental or repair of motor vehicles; or car wash establishment;
  - (3) Containing frontage and access on a state-numbered highway and proposing more than six (6) parking spaces.
- C. *Qualifications:* The Traffic Impact Assessment shall be prepared by a registered professional civil or traffic engineer in the Commonwealth of Massachusetts.
  - D. *Format and Scope:* All applications for site plan review shall provide the following documentation as part of the Traffic Impact Assessment:
    - (1) *Existing traffic conditions:* Average daily and peak hour volumes, average and peak speeds, sight distances, accident data, and levels of service (LOS) of intersections and streets likely to be affected by the proposed development. Generally, such data shall be presented for all streets and intersections adjacent to or within 1000 feet of the projected boundaries or impacted by the development and shall be no more than six (6) months old at the date of

application. Further, information regarding existing pedestrian circulation and ways shall be provided.

- (2) *Projected traffic conditions for design year of occupancy:* Statement of design year of occupancy, background traffic growth for the previous five (5) years, impacts of proposed developments which have already been approved in part or in whole by the Town.
- (3) *Projected impact of proposed development:* Projected peak hour and daily traffic generated by the development on roads and ways in the vicinity of the development; sight lines at the intersections of the proposed driveways and streets; existing and proposed traffic controls in the vicinity of the proposed development; proposed pedestrian ways and design elements to maximize pedestrian safety and usage; and projected post-development traffic volumes and Level of Service (LOS) of intersections and streets likely to be affected by the proposed development.
- (4) Proposed measures to minimize traffic conflict and mitigate any affected intersections or ways.

E. *Traffic Impact Standards:* The Board will review the Traffic Impact Assessment and evaluate for the following:

- (1) *Level of Service:* The Level of Service (LOS) of all impacted intersections and streets shall be adequate following project development, or the total value of off-site traffic improvements required or approved by the Planning Board as a condition of approval in any location within the Town affected by the proposed project shall be roughly proportional to the cost of mitigating the affects of the proposed project. For purposes of this standard:
  - (a) LOS shall be determined according to criteria set forth by the Transportation Research Board of the National Research Council.
  - (b) “Impacted” means intersections projected to receive at least 5% of the anticipated average daily or peak hour traffic generated by the proposed development.
  - (c) “Adequate” shall mean a level of service “B” or better for all streets and intersections, with the exception of “D” or better for all state-numbered highways and their intersections or, if level D has already been reached or exceeded, no further decline in the level of service.
  - (d) “Mitigating” shall mean the strategies and methods used to ensure that the LOS is adequate in all impacted areas.
- (2) *Traffic conflict:* The proposed site plan shall minimize points of traffic conflict, both pedestrian and vehicular. The following guidelines shall be used to achieve this standard:

- (a) Entrance and exit driveways shall be so located and designed as to achieve maximum practicable distance from existing and proposed access connections from adjacent properties.
- (b) Where possible, adjoining parcels shall have unified access and promote inter-parcel circulation.
- (c) Left-hand turns shall be minimized.
- (d) Driveways shall be so located and designed as to discourage the routing of vehicular traffic to and through residential streets.
- (e) Pedestrian and bicycle circulation shall be accommodated on and off site and shall be separated from motor vehicle circulation as much as practicable. Existing pedestrian ways shall be maintained and where no pedestrian ways exist, proposals shall create pedestrian ways and connections between streets, the proposed development, surrounding neighborhoods, and other surrounding uses. Said ways shall be landscaped and handicapped accessible.

**ARTICLE 13**  
**Board of Selectmen**

To see if the Town will vote to transfer a sum not to exceed thirty five thousand (\$35,000.00) dollars from the stabilization fund for the purposes of connecting the Town-owned buildings on the Town green to the sewer system, to supplement the amount appropriated by vote taken under Article 8 of the May 7, 2007 Annual Town Meeting, or act in any manner relating thereto.

**ARTICLE 14**  
**Board of Selectmen**

To see if the Town will vote to amend the vote taken under Article 9 Item d at the May 7, 2007 Annual Town Meeting to expand the purpose for the expenditure of the funds as authorized thereunder to include Maintenance repairs at South Station, or act in any manner relating thereto.

**ARTICLE 15**  
**Board of Selectmen**

To see if the Town will vote to amend the vote taken under Article 11 at the May 5, 2008 Annual Town Meeting which established the Town's operating budget for Fiscal Year 2009 by reducing the total amount raised and appropriated thereunder by the amount of \$184,190.00, and to transfer such funds as may be necessary therefor, or act in any manner relating thereto

**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***

\_\_\_\_\_  
**Jennifer B. Leone, *Clerk***

\_\_\_\_\_  
**John P. Sonia, *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 6, 2008  
Abbreviated Notes**

The Special Town Meeting, held at Machlan Auditorium at Atlantic Union College, was called to order at 7:00 p.m. by Moderator David I. Spanagel. A total of 101 registered voters and 10 non-voting guests were signed in by Registrars Cecilia Thurlow, Anna DiPietro and John Ranieri. Moderator Spanagel introduced the Town Officials sitting on the stage: Board of Selectmen (BOS) members Christopher Williams, Jennifer Leone, and John P. Sonia, 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. After leading the audience in the Pledge of Allegiance, Moderator Spanagel asked for a moment of silence for William Kilbourn, a long-time resident and local public servant who passed away in September. Mr. Spanagel then thanked outgoing Moderator Stanley B. Starr, Jr. for his past service as Moderator. Because of the length of the warrant Moderator Spanagel asked speakers to hold their comments to two minutes.

**Article 1 – Town Green Preservation Restriction**

BOS member Jennifer Leone moved, with a second by BOS Chair Christopher Williams to transfer the Town Green from the Board of Selectmen for general municipal purposes to the Board of Selectmen for the purpose of conveyance and to authorize the Board of Selectmen to grant a historic preservation restriction on such property to the Lancaster Land Trust, as authorized under Massachusetts General Law c. 184, §§ 31-33. Lancaster Historical Society Chair Michael Sczerzen explained that the purpose of this restriction was to prevent structures from being built on the Town Green. Shawn Winsor, a “Celebrate Lancaster” organizer was opposed to the designation, stating that there shouldn’t be a limit on activities on the Town Green. John Schumacher-Hardy asked if the Board of Selectmen supported this article; Chairman Williams replied that they had not taken a stand on it. Schumacher-Hardy said the Board of Library Trustees was opposed to restricted use of the Town Green; he thought the town residents were responsible enough to preserve the Town Green without deeding it over to the Land Trust. Jean Lidstone, clerk of the Land Trust, said the non-profit organization did not vote on the article but said that its president, Frank Streeter, who was out of town for the meeting, was in favor of it. Voters defeated the article by a Moderator-declared 2/3 vote.

**Article 2 – Purchase 32 Carter Street**

Upon a motion by Chris Williams and a second by Jack Sonia the Town voted unanimously to authorize the Board of Selectmen to acquire the property located at 32 Carter Street, as shown on Lancaster Assessor’s Map 41, Parcel 225, from the Secretary of Housing and Urban Development for a sum not to exceed one (1) dollar. Town Manager Orlando Pacheco explained that HUD allows towns to purchase foreclosed properties to set up affordable housing units. Vic Koivumaki, chair of the Montachusett Regional Planning Commission (MRPC), said that the MRPC and the Montachusett Enterprise Commission (MEC) have built two affordable units, and that MEC would be very interested in developing the property. Dan Favreau, who is a contractor for Habitat for Humanity asked if that organization would have the opportunity to bid on the project; Koivumaki replied that MEC is not in competition with Habitat and that both could bid on the job. Michael



Lukaszewicz asked what would happen to the property if the deal falls through because of the housing market. Pacheco replied that the only cost to the town would be loss of tax revenue. Koivumaki added that the building on the property would be rehabbed, not torn down and replaced, because of the economy. The end product would be affordable housing.

### **Article 3 – Surplus 32 Carter Street for Affordable Housing**

Upon a motion by Jack Sonia and a second by Jennifer Leone the Town voted unanimously to transfer the property located at 32 Carter Street to the Board of Selectmen for the purpose of creating at least one affordable housing unit as defined by the Department of Housing and Community Development and to authorize the Board of Selectmen to enter into agreements to dispose of such property.

### **Article 4 – Amend Pay Scale by 2% Increase**

Upon a motion by Jennifer Leone and a second by Christopher Williams the Town voted unanimously to amend the *Personnel Compensation Wage and Salary Schedule* by increasing all amounts by 2% effective January 1, 2009. Orlando Pacheco explained that the town was in the process of negotiating a collective bargaining agreement to raise salaries by 2% to offset an increase in staff share of health benefits. Currently the town pays 90% of health benefits; as of January 1, 2009 the town's share will drop to 80%. Resident Sarah Spencer asked if this was revenue-neutral; Orlando replied that it was this year but in future years this would cost the town \$50k per year for 83 people. There was no impact on retirees.

### **Article 5 – Spend \$19,550 to connect the Highway Garage to Sewer**

Upon a motion by Chris Williams and a second by Jennifer Leone the Town voted unanimously to transfer \$19,550 from the Stabilization Fund to connect floor drains at the Lancaster Highway Garage to an existing sewer line.

### **Article 6 – Accept drainage easements over Lot 1 on Oetman Way**

Upon a motion by Jack Sonia and a second by Chris Williams the Town voted unanimously to authorize the Board of Selectmen to accept and record two drainage easements over Lot 1 on Oetman Way and Goss Lane. These easements are part of the overall plan accepted by the Planning Board.

### **Article 7 – Accept water and drainage easements over Lots 4, 5A, 6A, 9 on Oetman Way**

Upon a motion by Jennifer Leone and a second by Chris Williams the Town voted unanimously to authorize the Board of Selectmen to accept and record various drainage and water service easements over Lots 4, 5A, 6A and 9 on Oetman Way.

### **Article 8 – Transfer \$200,000 from Stabilization Fund to make improvements to town-owned buildings on the Town Green**

Upon a motion by Chris Williams and a second by Jack Sonia the Town voted by a vote of 72 to 14 to transfer \$200,000 from the Stabilization Fund to make improvements to the Town-owned buildings on the Town Green. Jim Piermarini, who is chair of the Town Green Buildings Advisory Committee (TGBAC), introduced other TGBAC members Noreen Piazza, Liz

Narbonne and Ted Manning. Noreen Piazza did a presentation of what the TGBAC has accomplished so far and what its next steps are. She explained that \$178,000 had been appropriated at last year's Annual Town Meeting and was used in part to repair/replace the roofs of all three buildings (Prescott, Tercentenary and Memorial). This \$200,000 would be used to renovate the Tercentenary Building for limited use as a community center by the summer of 2009. Additional parking behind the Town Hall would also be made available. Claudia Hull, a member of the Council on Aging, was opposed to the plan. She said the COA was opposed to having to share space with other community groups, and already had a senior center over at the First Church. Resident Stoy Hancock was also opposed to the plans because of the tight economic times we are facing. Other residents, including Michael Lukaszewicz, John Schumacher-Hardy, Alexandra Turner, Eugene Christoph and Celebrate Lancaster organizer Shawn Winsor spoke in favor of the plans. The FinCom also endorsed the warrant article. Orlando Pacheco pointed out that the \$40,000 cost per year for insurance would be greatly reduced once the buildings were no longer vacant.

#### **Article 9 – Appropriate \$19,000 to defray expenses of the Conservation Agent**

Upon a motion by John Sonia and a second by Chris Williams the Town voted by majority vote to raise and appropriate \$19,000 to defray the expenses of the Conservation Agent for FY09, which began on July 1, 2008. Planning Director Noreen Piazza explained that the position had been funded through wetlands application fees, but because of the economy the fees just aren't there. She added that the work has not gone away. Jean Lidstone, chair of the Conservation Commission, said that the number one priority of the Conservation Commission this year has been the water quality at Spec Pond, which involves lots of work but no fees. Tom Kennedy, a long-time member of the Conservation Commission, said that if the fees aren't there the ConCom members should do the work, not a paid employee. Skip Hall, who lives on Spec Pond asked for support of the position; he said the Pond Association had been trying to stop MYSA and Wagner Toyota from leaching into Spec Pond for 3½ years and was finally getting help from the conservation agent.

#### **Article 10 – Accept provisions of MGL Chapter 43D re designation of land at Lancaster Technology Park and Ascetic Hill Park**

Upon a motion by Jennifer Leone and a second by Chris Williams the Town voted by majority vote to accept the provisions of MGL Chapter 43D, as amended by Section 11 of Chapter 205 of the Acts of 2006, and to approve the filing of an application with the Interagency Permitting Board. Two sections of land, 102.25 acres at Lancaster Technology Park (Old Union Turnpike) and 179.49 acres at Ascetic Hill Park (Lunenburg Road) were designated as Priority Development Sites under this article. Planning Board Chair Jeanne Rich reported that it is the intent of the Planning Board to recommend more Priority Development Sites as they become more suitable for development. Planning Director Noreen Piazza said acceptance of this MGL allows the Town access to a \$60,000 one-time Technical Assistant grant from the State.

#### **Article 11 – Amend Zoning By-Law re Flexible Development**

Upon a motion by Chris Williams and a second by Jennifer Leone the Town voted by a moderator-declared 2/3 majority vote to amend Section 220-15, Flexible Development, of the Lancaster Zoning Bylaw as printed in the warrant. Planning Director Noreen Piazza presented a slide show that described plans to update and modernize the existing bylaw in accordance with

the recently accepted Master Plan. The new bylaw would require developers to provide 40% open space but would allow multiple-unit buildings, and would provide for “bonus lots” if the developer offered more open space or affordable units. John Schumacher-Hardy moved to table the article on the grounds that something this important should be brought up at an Annual Town Meeting rather than a less well-attended Special Town Meeting. Planning Board member Vic Koivumaki said that several zoning bylaw changes were needed because of the acceptance of the Master Plan, and that the PB wanted to bring them forward at Town Meetings one or two at a time. The vote to table did not pass by the required 2/3 vote. Resident Steve Quill commented that this type of cluster zoning reduces the cost to developers and therefore the number of bonus lots should be reduced. Michael Lukaszewicz asked if this type of zoning would result in more people per acre; PB Chair Jeanne Rich responded that yes, it potentially could.

#### **Article 12 – Amend Zoning By-Law re Environmental Controls**

Upon a motion by Jack Sonia the Town voted by a moderator-declared 2/3 majority vote to amend Article X, Section 220-35 (A), Environmental Controls, of the Lancaster Zoning Bylaw as printed in the warrant. PB Chair Jeanne Rich read the Planning Board’s report in favor of this article. In summary, the amended bylaw would strengthen some sections under the Site Plan Review process regarding stormwater management, non-residential outdoor lighting, parking lots and traffic impact. Resident Don Labelle asked who would enforce these new regulations; PB Chair Jeanne Rich replied that that new Building Inspector and Zoning Enforcement Officer would do the enforcement.

#### **Article 13 – Approve \$35,000 to connect Town-owned buildings on the Town Green to Sewer**

Upon a motion by Jennifer Leone and a second by Chris Williams the Town voted unanimously to transfer \$35,000 from the stabilization fund to supplement the amount appropriated by vote taken under Article 8 of the May 7, 2007 Annual Town Meeting to connect the Town-owned buildings on the Town Green to the sewer system.

#### **Article 14 – Approve maintenance repairs for South Station**

Upon a motion by Chris Williams and a second by Jack Sonia the Town voted unanimously to amend the vote taken under Article 9 Item (d) at the May 7, 2007 Annual Town Meeting to expand the purpose for the expenditure of funds to include maintenance repairs at the Fire Department’s South Station. Orlando Pacheco explained that no additional money was being requested; the original article only allowed structural repairs and this article adds maintenance.

#### **Article 15 – Reduce Fiscal Year Budget by \$184,190.00**

Upon a motion by Jack Sonia and a second by Chris Williams the Town voted unanimously to amend Article 11 of the May 5, 2008 Annual Town Meeting by reducing the amount raised and appropriated by \$184,190 and to transfer \$84,310 from Fund Balance Reserved for School Debt to Nashoba School Debt Payment and \$99,880 from Water Indirect Costs to the General Fund.

There being no further business, Moderator Spanagel adjourned the Special Town Meeting at 10:25 p.m.

COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH

SS.

To either of the Constables of the (City or 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 State Election to vote at  
Precincts 1 and 2

Town Hall, 695 Main St

on **TUESDAY, THE FOURTH DAY OF NOVEMBER, 2008**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Election for the candidates for the following offices:

ELECTORS OF PRESIDENT AND VICE PRESIDENT . . . . . STATEWIDE  
SENATOR IN CONGRESS . . . . . FOR THE COMMONWEALTH  
REPRESENTATIVE IN CONGRESS . . . . . FIFTH DISTRICT  
COUNCILLOR . . . . . SEVENTH DISTRICT  
SENATOR IN GENERAL COURT . . . . . WORCESTER AND MIDDLESEX DISTRICT  
REPRESENTATIVE IN GENERAL COURT. . . . . 37<sup>TH</sup> MIDDLESEX DISTRICT  
REPRESENTATIVE IN GENERAL COURT. . . . . 12<sup>TH</sup> WORCESTER DISTRICT  
REGISTER OF PROBATE . . . . . WORCESTER COUNTY

**QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 2008?

**SUMMARY**

This proposed law would reduce the state personal income tax rate to 2.65% for all categories of taxable income for the tax year beginning on or after January 1, 2009, and would eliminate the tax for all tax years beginning on or after January 1, 2010.

The personal income tax applies to income received or gain realized by individuals and married couples, by estates of deceased persons, by certain trustees and other fiduciaries, by persons who are partners in and receive income from partnerships, by corporate trusts, and by persons who receive income as shareholders of "S corporations" as defined under federal tax law. The proposed law would not affect the tax due on income or gain realized in a tax year beginning before January 1, 2009.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

**A YES VOTE** would reduce the state personal income tax rate to 2.65% for the tax year beginning on January 1, 2009, and would eliminate the tax for all tax years beginning on or after January 1, 2010.

**A NO VOTE** would make no change in state income tax laws.

**QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 2008?

### SUMMARY

This proposed law would replace the criminal penalties for possession of one ounce or less of marijuana with a new system of civil penalties, to be enforced by issuing citations, and would exclude information regarding this civil offense from the state's criminal record information system. Offenders age 18 or older would be subject to forfeiture of the marijuana plus a civil penalty of \$100. Offenders under the age of 18 would be subject to the same forfeiture and, if they complete a drug awareness program within one year of the offense, the same \$100 penalty.

Offenders under 18 and their parents or legal guardian would be notified of the offense and the option for the offender to complete a drug awareness program developed by the state Department of Youth Services. Such programs would include ten hours of community service and at least four hours of instruction or group discussion concerning the use and abuse of marijuana and other drugs and emphasizing early detection and prevention of substance abuse.

The penalty for offenders under 18 who fail to complete such a program within one year could be increased to as much as \$1,000, unless the offender showed an inability to pay, an inability to participate in such a program, or the unavailability of such a program. Such an offender's parents could also be held liable for the increased penalty. Failure by an offender under 17 to complete such a program could also be a basis for a delinquency proceeding.

The proposed law would define possession of one ounce or less of marijuana as including possession of one ounce or less of tetrahydrocannabinol ("THC"), or having metabolized products of marijuana or THC in one's body.

Under the proposed law, possessing an ounce or less of marijuana could not be grounds for state or local government entities imposing any other penalty, sanction, or disqualification, such as denying student financial aid, public housing, public financial assistance including unemployment benefits, the right to operate a motor vehicle, or the opportunity to serve as a foster or adoptive parent. The proposed law would allow local ordinances or bylaws that prohibit the public use of marijuana, and would not affect existing laws, practices, or policies concerning operating a motor vehicle or taking other actions while under the influence of marijuana, unlawful possession of prescription forms of marijuana, or selling, manufacturing, or trafficking in marijuana.

The money received from the new civil penalties would go to the city or town where the offense occurred.

**A YES VOTE** would replace the criminal penalties for possession of one ounce or less of marijuana with a new system of civil penalties.

**A NO VOTE** would make no change in state criminal laws concerning possession of marijuana.

### QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 2008?

### SUMMARY

This proposed law would prohibit any dog racing or racing meeting in Massachusetts where any form of betting or wagering on the speed or ability of dogs occurs.

The State Racing Commission would be prohibited from accepting or approving any application or request for racing dates for dog racing.

Any person violating the proposed law could be required to pay a civil penalty of not less than \$20,000 to the Commission. The penalty would be used for the Commission's administrative purposes, subject to appropriation by the state Legislature. All existing parts of the chapter of the state's General Laws concerning dog and horse racing meetings would be interpreted as if they did not refer to dogs.

These changes would take effect January 1, 2010. The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

**A YES VOTE** would prohibit dog races on which betting or wagering occurs, effective January 1, 2010.

**A NO VOTE** would make no change in the laws governing dog racing.

**QUESTION 4 (PCT 1 ONLY)**  
**THIS QUESTION IS NOT BINDING**

Shall the state representative from this district be instructed to vote in favor of legislation distributing \$450 million from the state's "rainy day" stabilization fund to the cities and towns of the Commonwealth for residential property tax relief?

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 \_\_\_\_\_ day of \_\_\_\_\_, 2008.

(month)

\_\_\_\_\_ Christopher Williams, Chairman

\_\_\_\_\_ Jennifer B. Leone

\_\_\_\_\_ John P. Sonia

Selectmen of:

\_\_\_\_\_ Lancaster

(City or Town)

\_\_\_\_\_ Posting

(Indicate method of service of warrant.)

\_\_\_\_\_ \_\_\_\_\_, 2008.

Constable

(month and day)

Warrant must be posted by **October 28, 2008**, (at least *seven days prior* to the **November 4, 2008**, State Election).

# STATE ELECTION

November 4, 2008

Certified 11/18/2008 -- LANCASTER results

<b>ELECTORS OF PRESIDENT &amp; VP</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
BALDWIN and CASTLE	6	10	16
BARR and ROOT	14	13	27
McCAIN and PALIN	641	1,129	1,770
McKINNEY and CLEMENTE	1	5	6
NADER and GONZALEZ	14	17	31
OBAMA and BIDEN	711	1,064	1,775
PAUL	5	8	13
All Others	11	12	23
Blanks	3	10	13
TOTAL	1,406	2,268	3,674

<b>SENATOR IN CONGRESS</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
JOHN F. KERRY	763	1,147	1,910
JEFFREY K. BEATTY	557	992	1,549
ROBERT J. UNDERWOOD	51	58	109
All Others	2	0	2
Blanks	33	71	104
TOTAL	1,406	2,268	3,674
<b>REPRESENTATIVE IN CONGRESS</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
NICOLA S. TSONGAS	977	1,596	2,573
All Others	21	36	57

Blanks	408	636	1,044
TOTAL	1,406	2,268	3,674
<b>COUNCILLOR</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
THOMAS J. FOLEY	898	1,505	2,403
All Others	11	22	33
Blanks	497	741	1,238
TOTAL	1,406	2,268	3,674
<b>SENATOR IN GENERAL COURT</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
JENNIFER L. FLANAGAN	951	1,561	2,512
All Others	16	24	40
Blanks	439	683	1,122
TOTAL	1,406	2,268	3,674

<b>REPRESENTATIVE IN GENERAL COURT</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
JENNIFER E. BENSON	662	XXXXXXXXXXXXXXXXXX	662
KURT HAYES	612	XXXXXXXXXXXXXXXXXX	612
HAROLD P. NAUGHTON, JR.	XXXXXXXXXXXXXXXXXX	1,586	1,586
KERRIGAN	XXXXXXXXXXXXXXXXXX	6	6
All Others	2	24	26
Blanks	130	652	782
TOTAL	1,406	2,268	3,674

<b>REGISTER OF PROBATE</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
STEPHEN G. ABRAHAM	874	1,435	2,309
All Others	13	16	29



Blanks	519	817	1,336
TOTAL	1,406	2,268	3,674

<b>BALLOT QUESTION 1</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
YES	515	851	1,366
NO	856	1,385	2,241
Blanks	35	32	67
TOTAL	1,406	2,268	3,674

<b>BALLOT QUESTION 2</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
YES	925	1,399	2,324
NO	453	850	1,303
Blanks	28	19	47
TOTAL	1,406	2,268	3,674

<b>BALLOT QUESTION 3</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
YES	800	1,292	2,092
NO	565	941	1,506
Blanks	41	35	76
TOTAL	1,406	2,268	3,674

<b>BALLOT QUESTION 4</b>	<b>Pct 1 - Total</b>	<b>Pct 2 - Total</b>	<b>GRAND TOTAL</b>
YES	900	XXXXXXXXXXXXXXXXXX	900
NO	335	XXXXXXXXXXXXXXXXXX	335
Blanks	171	XXXXXXXXXXXXXXXXXX	171
TOTAL	1,406	0	1,406

## XII. FINANCIAL REPORTS

### BOARD OF ASSESSORS

<u>YEAR</u> <u>RATE</u>	<u>VALUATION</u>	<u>TO BE RAISED</u>	<u>TAX</u>
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
2009	854,133,389.00	12,675,339.49	14.84
MONEY APPROPRIATED AT TOWN MEETING			\$17,577,080.00
TAX TITLE			10,000.00
DEBT & INTEREST CHARGES			-0-
CHERRY SHEET OFFSET			11,764.00
OVERLAY DEFICITS			-0-
SNOW & ICE DEFICIT			72,982.00
STATE & COUNTY ASSESSMENT			114,619.00
CURRENT OVERLAY			134,996.49
GROSS AMOUNT TO BE RAISED			\$17,921,441.49
MONEY RECEIVED FROM THE STATE/FEDERAL SOURCES			\$1,206,858.00
LOCAL ESTIMATED RECEIPTS			\$1,770,320.00
ENTERPRISE FUND			\$786,029.00
REVENUE FROM OTHER SOURCES			\$1,482,895.00
TOTAL REDUCTIONS			\$5,246,102.00
		VALUE	TAX
ASSESSED VALUATION (REAL ESTATE)		836,167,004	12,408,718.34
ASSESSED VALUATION (PERSONAL PROPERTY)		17,966,385	266,621.15
SUPPLEMENTAL TAX COMMITTED FISCAL YEAR 2008			\$16,654.61
<u>AMOUNT COMMITTED TO TAX COLLECTOR</u>			
REAL PROPERTY			\$12,408,720.31
PERSONAL PROPERTY			266,621.20
SEWER BETTERMENT LIEN			151,164.73
SEWER BETTERMENT INTEREST			177,944.02
SEWER USAGE LIENS			-0-
TOTAL SEWER			\$ 329,108.75
WATER LIENS			\$31,456.34

SEPTIC LOAN PROGRAM

PRINCIPAL	4,342.10
<u>INTEREST</u>	<u>3,164.75</u>
TOTAL SEPTIC LOAN PROGRAM	7,506.85

EXEMPTION GRANTED UNDER CHAPTER 59, SECTION 5, CLAUSE 22,22A,22B,22E,  
VETERANS - CLAUSE 37, CLAUSE 17D, SURVIVING SPOUSE.

TOTAL AMOUNT FOR FISCAL 2009 \$12,837.50

ELDERLY PERSONS OVER 65 YEARS QUALIFIED UNDER CHAPTER 59, SECTION 5, CLAUSE  
41C.

TOTAL AMOUNT FOR FISCAL 2009 \$50,000.00

ELDERLY WORK PROGRAM FISCAL 2009 \$ 9,630.00

EXCISE TAX COMMITMENT MADE IN 2008 TO THE TAX COLLECTOR

2007.....	\$ 12,879.68
2008.....	\$771,124.27

EXCISE TAX ABATEMENT MADE IN 2008

2005.....	\$ 153.75
2006.....	\$ 308.74
2007.....	\$ 1,802.09
2008.....	\$25,273.08

## FINANCE DIRECTOR REPORTS

<b>GENERAL FUND</b>	<b>Allocated</b>	<b>DebitsToDate</b>	<b>CreditsInPeriod</b>	<b>EndBalance</b>
Cash Unrestricted-Depository	3,276,641.17	15,498,614.10	16,146,503.07	2,628,752.20
Prior Years Personal Property	11,980.56	196	0	12,176.56
2002 Personal Property Tax	3,708.73	0	0	3,708.73
2003 Personal Property Tax	3,642.52	0	0	3,642.52
2004 Personal Property Tax	4,401.49	0	20.23	4,381.26
2005 Personal Property Tax	3,855.26	0	23.39	3,831.87
2006 Personal Property Tax	2,771.98	0	0	2,771.98
2007 Personal Property Tax	503.73	3,912.21	1,246.94	3,169.00
2008 Personal Property Tax	0	216,733.07	210,529.11	6,203.96
2003 Real Estate Tax	19.84	5,740.35	5,729.35	30.84
2004 Real Estate Tax	3,471.81	0	3,471.81	0.00
2005 Real Estate Tax	40,562.30	0	34,417.19	6,145.11
2006 Real Estate Tax	58,724.77	3,407.00	30,664.12	31,467.65
2007 Real Estate Tax	268,141.39	42,914.00	248,296.46	62,758.93
2008 Real Estate Tax	0	11,943,236.16	11,577,489.64	365,746.52
2008 Supplemental Real Estate Tax	0	16,736.45	11,767.18	4,969.27
2003 Allow for Abate Exempt	-49,857.99	10	0	-49,847.99
2004 Allowance Abate Exempt	-42,729.71	30	0	-42,699.71
2005 Abatements Exemptions	-40,864.85	0	10,177.45	-51,042.30
2006 Abatements Exemptions	-26,968.55	0	1,000.15	-27,968.70
2007 Abatements Exemptions	-30,183.42	1,032.94	0	-29,150.48
2008 Abatements Exemptions	0	102,108.90	131,398.30	-29,289.40
Tax Liens Receivable	201,623.87	85,828.00	103,362.94	184,088.93
Prior Years Motor Vehicle	5,214.39	0	1,106.05	4,108.34
2002 Motor Vehicle Excise Tax	6,100.53	0	322.5	5,778.03
2003 Motor Vehicle Excise Tax	7,962.41	0	392.3	7,570.11
2004 Motor Vehicle Excise	8,063.07	0	613.76	7,449.31
2005 Motor Vehicle Excise Tax	16,901.20	5,396.52	14,121.43	8,176.29
2006 Motor Vehicle Excise	31,886.84	29,389.59	51,824.20	9,452.23
2007 Motor Vehicle Excise Tax	132,272.22	127,749.84	237,872.34	22,149.72
2008 Motor Vehicle	0	698,075.40	595,567.25	102,508.15
Other Excise Tax	3,415.72	1,508.13	512.46	4,411.39
Rollback Conveyance Taxes	-8,065.04	22,549.35	14,214.31	270.00
Ch 61 Withdrawal Taxes	6,085.75	0	0	6,085.75
2002 Ambulance Billings	19,083.47	0	0	19,083.47
2003 Ambulance AR	-834.26	0	0	-834.26
2004 Ambulance AR	16,477.57	0	0	16,477.57
2005 Ambulance AR	17,713.30	0	623.6	17,089.70
2006 Ambulance AR	30,409.15	0	243.45	30,165.70
2007 Ambulance AR	54,811.53	520	33,366.80	21,964.73
2008 Ambulance AR	0	245,479.16	228,178.06	17,301.10
Tax Forclosures Receivables	-224,006.44	19,164.23	19,164.23	-224,006.44
Tailings Account	-15,807.73	0	0	-15,807.73
Deffered Revenue-Property Tax	-203,682.01	12,099,045.98	12,176,368.56	-281,004.59
Deferred Revenue-Tax Liens	-201,623.87	60,448.94	42,914.00	-184,088.93
Deferred Revenue-Tax Forclosures	224,006.44	0	0	224,006.44
Deferred Revenue-Motor Vehicle	-215,261.94	913,237.11	865,167.35	-167,192.18
Deferred Revenue-Other Excise	-3,840.72	512.46	1,508.13	-4,836.39

Deferred Revenue-Rollback Conveyance Tax	8,065.04	14,214.31	28,635.10	-6,355.75
Deferred Revenue-Ambulance AR	-238,496.33	363,247.48	245,999.16	-121,248.01
				-
Fund Bal Reserved Subsequent Year Expense			1,144,035.00	1,144,035.00
				-
Fund Balance Reserved for Debt	-1,180,337.68	0	0	1,180,337.68
Fund Bal-Reserve Encumbrances	0.3	0	0	0.30
Undesignated Fund Balance	-1,766,858.54	14,394,739.69	15,204,309.74	-288,148.59
<b>Special Revenue Cash</b>	<b>805,011.88</b>	<b>1,452,500.22</b>	<b>1,354,113.38</b>	<b>903,398.72</b>
Land Purchase Fund	-24,270.78	0	449.2	-24,719.98
No Lancaster Municipal Water	-3,702.53	0	68.52	-3,771.05
Chapter 61 61A Land Purchase	-42,184.08	0	1,475.76	-43,659.84
DigitalLancaster Tech Park	-14,306.00	0	264.77	-14,570.77
Town of Lancaster Public Safety Officers Survivor Benefit Fund	-3,056.34	0	48.18	-3,104.52
Local Education Fund	-239.65	0	4.42	-244.07
FB Winsor Heights	789.02	0	103.17	685.85
FB Eagle Ridge	-22,868.60	2,956.48	3,821.17	-23,733.29
FB Runaway Brook	-690.75	1,159.94	473.14	-3.95
FB Turner	-4,126.49	263.4	120.51	-3,983.60
FB Blue Heron Pond	-3,157.71	0	117.79	-3,275.50
Lancaster Technology Park Consultant	0	1,544.95	2,010.60	-465.65
FB Mt Laurel Estates	-19,256.62	19,824.76	713.51	-145.37
FB ERP Mountain Laurel	467.82	1,848.87	1,908.14	408.55
FB ERP Kanis	-1,046.47	355.32	1,015.27	-1,706.42
FB ERP Central Mass	-3,431.44	5,057.71	1,434.85	191.42
FB ERP Baldarelli	-411.37	3,673.58	2,285.90	976.31
FB ERP Keating	-717.98	4,405.62	4,645.37	-957.73
FB ERP Kristoff	-269.69	0	10.05	-279.74
FB ERP YMCA	-815.56	1,097.25	1,196.35	-914.66
FB ERP LLEC	-1,659.69	2,474.38	2,041.90	-1,227.21
FB Sunset Ridge	-3,140.80	8,045.00	5,549.33	-645.13
FB Jones Crossing	-3,812.47	0	341.96	-4,154.43
Jones Crossing Consulting	0	9,637.83	14,467.66	-4,829.83
FB Sunset Ridge Phase I	-20,734.86	0	767.65	-21,502.51
FB The Cove	-2,533.45	2,594.30	93.72	-32.87
FB White Oak Estates	-15,897.07	10,833.36	569.9	-5,633.61
FB ZBA Broadcast Signal	-33.34	34.14	0.86	-0.06
Fieldcrest Estates	-5,377.61	18,252.50	11,499.87	1,375.02
Fieldcrest Estates Consulting	0	12,589.39	12,814.95	-225.56
FB Central Mass 14-2	2,499.73	1,348.00	1,348.00	2,499.73
FB Central Mass 14-89	-408.34	1,930.73	2,062.54	-540.15
FB Devonshire Estates	-23,902.67	24,583.30	785.27	-104.64
Conservation Greenway Fund	-1,000.84	731.89	4.96	-273.91
Conservation Parker Gift Fund	-20,015.48	0	1,160.79	-21,176.27
Police Law Enforcement Fund	-5,926.68	3,497.16	120.79	-2,550.31
Library Parker Gift Fund	-53.1	44.11	0.2	-9.19
Arts Cultural Council Fund	-4,294.62	5,800.00	4,022.90	-2,517.52
350th-General Account	-26,664.23	27,480.10	815.87	0.00
Fund Blance Elderly-Disable	-1,526.32	0	28.25	-1,554.57
FB Cemetery Flower Fund	-4,274.41	450	1,769.33	-5,593.74

Conservation Shoreline Renovat	-576.55	0	21.5	-598.05
Fund Balance-Mass Housing Part	-5,700.00	0	0	-5,700.00
Fund Bal.-Sewer Connection	-5,999.74	0	0	-5,999.74
Fund Balance-D.A.R.E. Grant	0	24.43	0	24.43
Fund Balance-Community Policin	-41,374.40	21,780.95	15,149.00	-34,742.45
Fund Balance-Mobil Information	-10,287.72	2,771.28	0	-7,516.44
Fund Balance-Cops More Mobil	-10,476.24	10,476.24	0	0.00
Police Bullet Proof Vest	-1,297.49	0	0	-1,297.49
Police-Public Safety Grant	-283.37	0	0	-283.37
Town Forest DEM Grant	-10	225	0	215.00
Septic Program Grant - Admin	-4,421.08	0	0	-4,421.08
Septic Project Loan Payments	-43,128.04	8,045.00	26,444.79	-61,527.83
Septic Program Interest Repaym	-17,001.86	675	0	-16,326.86
Fund Balance-Recreation ED.	-20.5	0	0	-20.50
Fund Balance-Library State Aid	-2,216.16	12,146.27	15,550.78	-5,620.67
Fund Balance-Extended Polling	-139.92	0	2,180.00	-2,319.92
Election Extended Polling Hours	0	1,428.00	0	1,428.00
FB Police RFK Reverse 911	-220	0	0	-220.00
FB CWMP	-98,596.99	0	0	-98,596.99
COA FORMULA GRANT	0	6,946.00	6,946.00	0.00
FB Fire SAFE	-3,456.20	2,506.92	0	-949.28
FB Smart Growth	-30,000.00	0	0	-30,000.00
FB FEMA Flood Assistance	-8,367.96	0	1,341.01	-9,708.97
FB Homeland Security Items	-1,700.00	0	0	-1,700.00
FB - Fire DHS Grant	-5,300.00	4,990.70	0	-309.30
FB Fire Homeland Security	0	0	1,500.00	-1,500.00
FB Fire DHS Grant	1,785.39	0	0	1,785.39
FB CDBG Block Grant	-4,636.75	233,303.70	364,697.68	-136,030.73
FB CDBG Construction Escrow	-1,603.87	81,637.46	14,560.69	65,472.90
Cemetery Sale of Lots Ch114 RR	-3,991.65	0	300	-4,291.65
Conservation-Wetlands Fund	-21,799.36	18,514.26	8,340.00	-11,625.10
Selectmen Legal Ads	58	0	0	58.00
Treasurer-Tax Title Legal Fees	7,144.75	8,532.09	9,375.00	6,301.84
WaterSewer Payment Processing	-12,798.24	25,795.00	25,795.00	-12,798.24
Town Clerk-Publication Reprint	-308.57	0	453	-761.57
Planning Board General Revolv.	-35,946.83	25,603.45	61,772.13	-72,115.51
Police-Firearms Record Fund	-4,353.50	7,912.50	15,175.00	-11,616.00
Recycling Committee Fund	-27,719.08	6,119.81	13,053.92	-34,653.19
M.A.R.T.-Revolving Account	44,719.48	40,881.84	78,044.41	7,556.91
Library-Lost Items Fund	-760.54	500	870	-1,130.54
Library Card Replacement	0	0	92	-92.00
Library-Book Fines Fund	-6,734.49	6,000.00	5,020.40	-5,754.89
Library-Photocopy Fund	-251.48	861.18	673.25	-63.55
Recreation Revolving Fund	-14,066.30	22,743.28	14,654.40	-5,977.42
Recreation Revolving Basketball	0	8,585.14	11,229.00	-2,643.86
Police-Law EnforcDrug Raid	-17,428.15	0	0	-17,428.15
FB Sewer Betterments	-38,540.84	433,291.33	435,384.90	-40,634.41
FB CDP Ad Revolving	-299.93	678.15	730	-351.78
FB Sewer Dist Collection	88.14	0	0	88.14
Historical Gift Fund	-1,518.55	125	5	-1,398.55
Historical Gift 2008	0	0	10,015.79	-10,015.79
Library-Gift Fund	-34,251.87	26,680.29	29,737.31	-37,308.89
Library Gift - Current Topics	0	0	10,000.00	-10,000.00

Disability Commission Fund	-99.72	0	0	-99.72
Council Aging-Gift	-455.51	496.89	1,500.00	-1,458.62
Town Forest Gift Fund	-1,702.12	227.94	151.96	-1,626.14
Ambulance Gift Fund	-923.78	0	653	-1,576.78
Fire- Gift Fund	-798.28	0	50	-848.28
Police-D.A.R.E. Gift Fund	-863.72	0	0	-863.72
Police-Gift Fund	-3,649.35	5,740.50	5,015.00	-2,923.85
Conservation-Anne Comaskey Fd.	-967.47	294.59	0	-672.88
Selectmen-Farnsworth Memorial	-10	0	0	-10.00
Selectmen-Gift Fund	14.1	146.87	150	10.97
Bouchard Consulting	0	9,910.92	9,935.95	-25.03
Blue Heron Pond Mitigation	0	0	63,261.65	-63,261.65
Water Loss Prevention Grant	0	642.58	15,594.68	-14,952.10
<b>Capital Cash</b>	<b>1,126,147.01</b>	<b>5,139,821.66</b>	<b>6,031,744.22</b>	<b>234,224.45</b>
FB Chap 90 - 291A	38,707.43	0	9,782.07	28,925.36
Chapter 90 FY08	0	446,377.20	207,488.62	238,888.58
Computer ReplacementsUpgrades	-1,619.09	0	0	-1,619.09
Town Hall Revonation STM01	-29,710.65	12,198.87	0	-17,511.78
Town Hall-Copy Machines	-15,000.00	26,447.66	12,484.60	-1,036.94
Town Hall - Renovation Improvements	-2,109.46	0	0	-2,109.46
Fire-Central Station Rep Maint	-255,873.86	60,929.34	0	-194,944.52
Police Computer Upgrades - 10 systems	-2,147.14	0	0	-2,147.14
Fire Radio System 5% Match	-634.83	0	0	-634.83
Fire Brush Utility Truck with Skid Tank	-753.58	0	0	-753.58
Fire SCBA Life Safety Upgrades	0	16,423.00	16,423.00	0.00
Fire Rescue Unit	-12,522.89	12,522.89	0	0.00
Luther Burbank Kitchen Replacement	-15,000.00	19,875.00	0	4,875.00
Police Bullet Proof Vests	-13,710.75	10,000.00	0	-3,710.75
Fire Thermal Image Camera	-2,395.00	2,395.00	0	0.00
Fire Refurbish Engine 3 1989 KME Pump	-4.37	0	0	-4.37
LB and MR Kitchen Replacement	-4,250.00	0	15,000.00	-19,250.00
Fire CommCenter Alarm Panel Replacement	-10,000.00	0	0	-10,000.00
DPW Buildings Paint and Carpet	-7,208.04	7,208.04	0	0.00
BOS Bylaw Codification	-4,810.20	2,396.60	0	-2,413.60
BOS Veterans War Memorial	-1,795.00	3,938.45	15,000.00	-12,856.55
STM 10-16-06 Plow Blade	11,773.00	0	10,048.38	1,724.62
Police Cruisers	0	32,978.84	32,998.84	-20.00
Purchase Ambulance ATM 5-7-07	0	126,965.45	127,000.00	-34.55
TGBAC	0	78,129.93	248,500.00	-170,370.07
Police Radar Trailer	0	9,104.84	9,500.00	-395.16
Fire South Station Structural Repairs	0	86,603.54	109,550.94	-22,947.40
Mary Rowlandson Security System	0	26,000.00	26,000.00	0.00
Cemetery Commercial Lawnmower	0	11,300.00	11,300.00	0.00
Town Buildngs Sewer Connection	0	4,121.78	30,000.00	-25,878.22
Computer Purchase Replacement	0	6,978.46	6,978.46	0.00
Re-Roof Cemetery and Storage Building	0	30,000.00	30,000.00	0.00
Highway Dump Truck STM 10-16-07 FY08	0	48,000.00	48,000.00	0.00
School Space Needs Study	0	0	20,000.00	-20,000.00
<b>Agency Cash</b>	<b>3,893.40</b>	<b>1,046,051.74</b>	<b>1,044,502.14</b>	<b>5,443.00</b>

Federal Tax Withholding	7,400.00	310,560.98	316,154.13	1,806.85
State Tax Withholdings	1,231.76	135,564.59	136,385.05	411.30
Medicare Withholdings	-245	33,258.63	33,575.59	-561.96
Deferred Compensation WH	-8.92	17,943.25	23,375.50	-5,441.17
County Retirement Tax WH	4,090.94	190,632.11	190,620.11	4,102.94
OBRA Mandatory	67.16	14,822.64	22,028.23	-7,138.43
Group Health Insurance WH	-796.87	68,725.98	139,890.34	-71,961.23
Group Health Insurance Trust	0	71,679.17	0	71,679.17
Met Life Insurance WH	3,410.41	1,365.46	1,152.88	3,622.99
Disability Pretax 125 WH	421.07	6,398.86	6,894.77	-74.84
Life Insurance Pretax 125 WH	-611.33	4,457.79	4,055.56	-209.10
Police Union Dues Withholdings	-276	8,162.00	8,162.00	-276.00
Dept Public Works Union Dues	55.39	2,631.50	2,637.04	49.85
Fire Union Dues WH	-144	1,942.00	1,942.00	-144.00
Due to Comm of Mass Fisheries	89.8	6,404.96	889.5	5,605.26
Police-Outside Details	1,845.07	153,119.88	154,192.22	772.73
Fire-Detail Account	-104.7	1,087.32	1,138.80	-156.18
Ambulance - Details	-20,877.90	1,920.52	1,722.52	-20,679.90
OBRA Voluntary	560.26	15,102.43	2,746.19	12,916.50
Dental Ins WH	-0.54	3,389.57	3,156.81	232.22
<b>Cash Control-Water Enterprise</b>	641,799.63	2,642,332.58	3,377,688.27	-93,556.06
<b>CAPTIAL PROJECTS WATER CASH</b>	0	4,866,725.35	4,224,988.43	626,784.92
2007 Water Usage AR	0	135,522.78	115,215.02	20,307.76
2008 Water Usage AR	0	752,645.27	670,101.97	82,543.30
Land	194,192.00	0	0	194,192.00
Buildings	27,321.00	0	0	27,321.00
MachineryEquipment-Mains	1,736,319.00	0	0	1,736,319.00
MachineryEquipment-Valves	25,101.00	0	0	25,101.00
MachineryEquipment-Sandpipes	478,283.00	0	0	478,283.00
MachineryEquipment-Equipment	91,820.00	0	0	91,820.00
MachinEquip-Service Laterals	59,131.00	0	0	59,131.00
MachineryEquipment-Meters	-1,136.00	0	0	-1,136.00
MachineryEquipment-Hydrants	23,947.00	0	0	23,947.00
MachineryVehicles	-18,455.00	0	0	-18,455.00
MachineryEquipment-Wells	1,244.00	0	0	1,244.00
Accumulated Depr-Mach Equip.	196,942.00	0	0	196,942.00
Deferred Revenue-Water Usage	638,749.09	1,112,231.10	1,853,831.25	-102,851.06
				-
Contributed Capital-Fixed Asse	-2,619,394.00	0	0	2,619,394.00
Fixed Assets-Investments	-195,315.00	0	0	-195,315.00
Water Cross Connection Program	-19,429.20	4,500.00	7,145.00	-22,074.20
Capital Project-Water Tank	-21,201.63	0	0	-21,201.63
Unreserve Fund Balance	1,154,480.02	3,328,071.78	4,972,504.73	-489,952.93



Town of Lancaster, Massachusetts  
Statement of Revenues, Expenditures and  
Changes in Fund Balance  
All Governmental Fund Types and Expendable Trust Funds  
June 30, 2008

	<u>Governmental Fund Types</u>					
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Enterprise</u>	<u>Fund Type Exp&amp;NonExp Trust &amp; Agency</u>	<u>Total (Memorandum Only)</u>
Revenues:						
Property Taxes	\$11,930,837	\$	\$	\$	\$	\$11,930,837
In Lieu of Taxes	53,101					53,101
Excises	789,877					789,877
Other Taxes	512					512
Licenses, Permits and Fees	160,415	0				160,415
Intergovernmental	1,218,103	484,341	318,353			2,020,797
Charges for Services	237,842	222,776		542,165		1,002,783
Penalties and Interest	111,352	0				111,352
Fines and Forfeits	77,380	0				77,380
MSBA/EE Contributions (Agency)						0
Earnings on Investments	154,540	13,198		1,875	89,103	258,716
Miscellaneous	209,717	601,670		4,108		815,495
Total Revenues	14,943,676	1,321,985	318,353	548,148	89,103	17,221,265
Expenditures:						
General Government	974,925	1,147,905	147,547			2,270,377
Public Safety	1,536,742	10,732	317,463			1,864,937
Education	8,774,728		45,875		0	8,820,603
Highways and Public Works	706,047	943	497,564	370,010		1,574,564
Human Services	98,446	7,697				106,143
Culture and Recreation	283,105	75,759	0			358,864
Intergovernmental Cherry Sheet Adjustments						0
Employee Benefits	980,591				13,181	993,772
Debt Service	1,522,547			205,965		1,728,512
Capital Outlay			0	179,443		179,443
Total Expenditures	14,877,131	1,243,036	1,008,449	755,418	13,181	17,897,215
Excess of Revenues Over (Under) Expenditures	66,545	78,949	(690,096)	(207,270)	75,922	(675,951)
Other Financing Sources (Uses):						
Operating Transfers - In	240,579		633,214	432,685	28,430	1,334,908
Operating Transfers - Out	(633,214)	(460,165)	(113,219)	(99,880)	(28,430)	(1,334,908)
Proceeds from Bonds			0			0
Total Other Financing Sources (Uses)	(392,635)	(460,165)	519,995	332,805	0	0
Excess of Revs & Other Sources Over (Under) Expenditures and Other Uses	(326,090)	(381,216)	(170,101)	125,535	75,922	(675,951)
Fund Balance July 1, 2007	3,014,663	1,284,615	404,326	1,193,776	1,688,568	7,585,948
Fund Balance June 30, 2008	\$2,688,573	\$903,399	\$234,225	\$1,319,311	\$1,764,490	\$6,909,997

**TOWN OF LANCASTER, MASSACHUSETTS**  
**FY2008 BUDGET TO ACTUAL**

BUDGET COST CENTER COST CENTER DETAIL	FY2008 ATM APPROVED	FY2008 Fall STM Approved	FY2008 FINCOMM TRANSFERS	FY2008 ACTUAL	FY2008 VARIANCE
<b>EXPENDITURES</b>					
<b>Town Meeting - Total Expenses</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>
Selectmen - Salaries & Wages	122,626			122,467	159
Selectmen - Elected Wages	0			0	0
Selectmen - Operating Expenses	49,395			48,957	438
Prior Year Unpaid Bills	0	0	0	0	0
<b>Selectmen Total</b>	<b>172,021</b>	<b>0</b>	<b>0</b>	<b>171,424</b>	<b>597</b>
Finance Committee - Wages	0	0	0	0	0
Finance Committee - Expenses	500	0	0	321	179
<b>Finance Committee Total</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>321</b>	<b>179</b>
Department of Finance and Budget - Wages	255,644			257,627	(1,983)
Department of Finance and Budget - Expenses	82,005			69,187	12,818
Department of Finance and Budget - Audit	20,000			20,000	0
<b>Department of Finance and Budget Total</b>	<b>357,649</b>	<b>0</b>	<b>0</b>	<b>346,814</b>	<b>10,835</b>
<b>Town Counsel - Total Expenses</b>	<b>45,000</b>	<b>0</b>	<b>0</b>	<b>41,071</b>	<b>3,929</b>
<b>Personnel Board - Total Expenses</b>	<b>345</b>	<b>0</b>	<b>0</b>	<b>77</b>	<b>268</b>
<b>Technology</b>	<b>69,698</b>	<b>0</b>	<b>29,559</b>	<b>99,256</b>	<b>1</b>
Town Clerk - Salaries & Wages	58,948			58,481	467
Town Clerk - Elected Wages	0				0
Town Clerk - Expenses	3,875			3,760	115
<b>Town Clerk Total</b>	<b>62,823</b>	<b>0</b>	<b>0</b>	<b>62,241</b>	<b>582</b>
Elections & Registration - Salaries & Wages	6,400			5,352	1,048
Elections & Registration - Expenses	8,050			7,728	322
<b>Elections &amp; Registration Total</b>	<b>14,450</b>	<b>0</b>	<b>0</b>	<b>13,080</b>	<b>1,370</b>

Community Development & Planning - Salaries & Wages	68,685			67,138	1,547
Community Development & Planning - Expenses	10,580			10,580	0
Montachusett Regional Planning Commission	1,540			1,286	254
<b>Community Development &amp; Planning Total</b>	<b>80,805</b>	<b>0</b>	<b>0</b>	<b>79,004</b>	<b>1,801</b>
Town Hall/Public Buildings - Salaries & Wages	47,583			45,928	1,655
Town Hall/Public Buildings - Expenses	40,700			40,597	103
<b>Town Hall/Public Buildings Total</b>	<b>88,283</b>	<b>0</b>	<b>0</b>	<b>86,525</b>	<b>1,758</b>
<b>Central Telecommunications - Total Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total General Govt Regular Salaries &amp; Wages</b>	<b>559,886</b>	<b>0</b>	<b>0</b>	<b>556,993</b>	<b>2,893</b>
<b>Total General Government Elected Wages</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total General Govt Operating Expenses</b>	<b>315,148</b>	<b>0</b>	<b>29,559</b>	<b>326,534</b>	<b>18,173</b>
<b>Total General Govt Other Program Expenses</b>	<b>21,540</b>	<b>0</b>	<b>0</b>	<b>21,286</b>	<b>254</b>
<b>TOTAL GENERAL GOVERNMENT</b>	<b>896,574</b>	<b>0</b>	<b>29,559</b>	<b>904,813</b>	<b>21,320</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>15.14%</b>				
<b>PUBLIC SAFETY</b>					
Police Department - Salaries & Wages	706,383			707,920	(1,537)
Police Department - Expenses	119,985			113,972	6,013
Police Department - Equipment Replacement	0	0	0	0	0
<b>Police Department Total</b>	<b>826,368</b>	<b>0</b>	<b>0</b>	<b>821,892</b>	<b>4,476</b>
Fire Department - Salaries & Wages	220,151			220,151	0
Fire Department - Expenses	92,098			91,923	175
<b>Fire Department Total</b>	<b>312,249</b>	<b>0</b>	<b>0</b>	<b>312,074</b>	<b>175</b>
Ambulance Department - Salaries & Wages	63,388			63,195	193
Ambulance Department - Expenses	45,327	0	1,072	46,392	7
<b>Ambulance Department Total</b>	<b>108,715</b>	<b>0</b>	<b>1,072</b>	<b>109,587</b>	<b>200</b>
Inspectional Services - Salaries & Wages	89,814	0	1,874	91,688	0
Inspectional Services - Expenses	7,500			7,276	224
<b>Inspectional Services Total</b>	<b>97,314</b>	<b>0</b>	<b>1,874</b>	<b>98,964</b>	<b>224</b>
Animal Control - Salaries & Wages	9,029			9,029	0
Animal Control - Expenses	7,980			6,478	1,502
<b>Animal Control Total</b>	<b>17,009</b>	<b>0</b>	<b>0</b>	<b>15,507</b>	<b>1,502</b>

Communications Department - Salaries & Wages	177,777			175,847	1,930
Communications Department - Expenses	5,800			5,102	698
<b>Communications Department Total</b>	<b>183,577</b>	<b>0</b>	<b>0</b>	<b>180,949</b>	<b>2,628</b>
<b>Field Driver - Salaries &amp; Wages</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Public Safety Fuel Expenses (Re-assigned to DPW)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Public Safety Regular Salaries &amp; Wages</b>	<b>1,266,542</b>	<b>0</b>	<b>1,874</b>	<b>1,267,830</b>	<b>586</b>
<b>Total Public Safety Expenses</b>	<b>278,690</b>	<b>0</b>	<b>1,072</b>	<b>271,143</b>	<b>8,619</b>
<b>Total Public Safety Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL PUBLIC SAFETY</b>	<b>1,545,232</b>	<b>0</b>	<b>2,946</b>	<b>1,538,973</b>	<b>9,205</b>
<b>PERCENT OF OPERATING BUDGET</b>	<b>11.44%</b>				
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>5.12%</b>				
<b>EDUCATION</b>					
Minuteman Regional High School Assessment	539,318			533,877	5,441
<b>Minuteman Regional High School Total</b>	<b>539,318</b>	<b>0</b>	<b>0</b>	<b>533,877</b>	<b>5,441</b>
Nashoba Reg'l School District Operating Assessment	7,947,291			7,861,069	86,222
Nashoba Regional High School Debt Assessment	219,715			219,715	0
Nashoba Regional Deficit Bond Payment	159,467			159,467	0
<b>Nashoba Regional School District Total</b>	<b>8,326,473</b>	<b>0</b>	<b>0</b>	<b>8,240,251</b>	<b>86,222</b>
<b>EDUCATION TOTAL</b>	<b>8,865,791</b>	<b>0</b>	<b>0</b>	<b>8,774,128</b>	<b>91,663</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>7.35%</b>				
<b>PUBLIC WORKS SERVICES</b>					
DPW - Highway Division - Salaries & Wages	199,235			195,692	3,543
DPW - Highway Division - Expenses	111,351			163,113	(51,762)
DPW - Highway Division - Public Safety Fuel	46,220	0	17,592	32,981	30,831
<b>DPW - Highway Division Total</b>	<b>356,806</b>	<b>0</b>	<b>17,592</b>	<b>391,786</b>	<b>(17,388)</b>
<b>DPW - Highway Safety - Expenses</b>	<b>11,271</b>			<b>10,718</b>	<b>553</b>
<b>DPW - Catch Basin Cleaning</b>	<b>0</b>				<b>0</b>
<b>DPW - Roadway Repairs &amp; Maintenance</b>	<b>5,000</b>			<b>5,000</b>	<b>0</b>
<b>DPW - Stormwater Management</b>	<b>18,000</b>			<b>17,263</b>	<b>737</b>
DPW - Cemetery Division - Salaries & Wages	112,402			112,402	0
DPW - Cemetery Division - Expenses	36,319			35,892	427
<b>DPW - Cemetery Division Total</b>	<b>148,721</b>	<b>0</b>	<b>0</b>	<b>148,294</b>	<b>427</b>

Snow Removal - Salaries & Wages	37,144			46,289	(9,145)
Snow Removal - Expenses	39,509			103,346	(63,837)
<b>Snow Removal Total</b>	<b>76,653</b>	<b>0</b>	<b>0</b>	<b>149,635</b>	<b>(72,982)</b>
Street Lighting - Salaries & Wages	0				0
Street Lighting - Expenses	10,000			12,832	(2,832)
<b>Street Lighting Total</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>12,832</b>	<b>(2,832)</b>
<b>Total Public Works Services Regular Salaries &amp; Wages</b>	<b>348,781</b>	<b>0</b>	<b>0</b>	<b>354,383</b>	<b>(5,602)</b>
<b>Total Public Works Services Elected Wages</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Public Works Services Expenses</b>	<b>231,450</b>	<b>0</b>	<b>0</b>	<b>348,164</b>	<b>(116,714)</b>
<b>Total Public Works Services Fuel</b>	<b>46,220</b>	<b>0</b>	<b>17,592</b>	<b>32,981</b>	<b>30,831</b>
<b>TOTAL PUBLIC WORKS SERVICES</b>	<b>626,451</b>	<b>0</b>	<b>17,592</b>	<b>735,528</b>	<b>(91,485)</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>13.70%</b>				
<b>HEALTH &amp; HUMAN SERVICES</b>					
Board of Health - Salary & Wages	29,720			30,546	(826)
Board of Health - Elected Wages	0				0
Board of Health - Expenses	3,275			2,930	345
Board of Health - Nashoba Health District	21,244			21,244	0
Board of Health - Nashoba Nursing Service	7,540			7,540	0
Board of Health - Landfill Monitoring	9,000			4,125	4,875
<b>Board of Health Total</b>	<b>70,779</b>	<b>0</b>		<b>66,385</b>	<b>4,394</b>
Council on Aging - Salary & Wages	13,658			11,746	1,912
Council on Aging - Expenses	6,400		1,000	7,123	277
Council on Aging - Montachusett Home Care	600			600	0
Council on Aging - Meals on Wheels	2,000			2,000	0
<b>Council on Aging Total</b>	<b>22,658</b>	<b>0</b>	<b>1,000</b>	<b>21,469</b>	<b>2,189</b>
Veterans' Services - Salary & Wages	6,165			6,288	(123)
Veterans' Services - Expenses	1,250			1,846	(596)
<b>Veterans' Services Total</b>	<b>7,415</b>	<b>0</b>	<b>0</b>	<b>8,134</b>	<b>(719)</b>
<b>Commission on Disability - Expenses</b>	<b>175</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>175</b>
<b>W.H.E.A.T. Community Services</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>0</b>
<b>Total Health &amp; Human Svcs Reg Salary &amp; Wages</b>	<b>49,543</b>	<b>0</b>	<b>0</b>	<b>48,580</b>	<b>963</b>
<b>Total Health &amp; Human Services Elected Wages</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Health &amp; Human Services Expenses</b>	<b>11,100</b>	<b>0</b>	<b>1,000</b>	<b>11,899</b>	<b>201</b>
<b>Total Health &amp; Human Services Non-Op Expenses</b>	<b>43,384</b>	<b>0</b>	<b>0</b>	<b>38,509</b>	<b>4,875</b>
<b>HEALTH &amp; HUMAN SERVICES TOTAL</b>	<b>104,027</b>	<b>0</b>	<b>1,000</b>	<b>98,988</b>	<b>6,039</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>2.77%</b>				
<b>CULTURE &amp; RECREATION</b>					
Thayer Memorial Library - Salary & Wages	156,576			159,911	(3,335)
Thayer Memorial Library - Expenses	87,968	0	11,587	99,555	0
<b>Thayer Memorial Library Total</b>	<b>244,544</b>	<b>0</b>	<b>11,587</b>	<b>259,466</b>	<b>(3,335)</b>
Recreation Committee - Salary & Wages	10,573			11,230	(657)
Recreation Committee - Expenses	3,480			2,228	1,252
<b>Recreation Committee Total</b>	<b>14,053</b>	<b>0</b>	<b>0</b>	<b>13,458</b>	<b>595</b>
Historical Commission - Salary & Wages	6,840			6,963	(123)
Historical Commission - Expenses	2,295			2,295	0
<b>Historical Commission Total</b>	<b>9,135</b>	<b>0</b>	<b>0</b>	<b>9,258</b>	<b>(123)</b>
<b>Memorial Day - Expenses</b>	<b>900</b>	<b>0</b>	<b>0</b>	<b>995</b>	<b>(95)</b>
<b>Total Culture &amp; Recreation Regular Wages</b>	<b>173,989</b>	<b>0</b>	<b>0</b>	<b>178,104</b>	<b>(4,115)</b>
<b>Total Culture &amp; Recreation Expenses</b>	<b>94,643</b>	<b>0</b>	<b>11,587</b>	<b>105,073</b>	<b>1,157</b>
<b>TOTAL CULTURE &amp; RECREATION SERVICES</b>	<b>268,632</b>	<b>0</b>	<b>11,587</b>	<b>283,177</b>	<b>(2,958)</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>3.24%</b>				
<b>FIXED COSTS</b>					
<b>FRINGE BENEFITS</b>					
F.I.C.A. (Medicare)	27,186			27,635	(449)
Worker's Compensation Insurance Premiums	24,492			34,967	(10,475)
Unemployment Premium Payment	26,548			2,795	23,753
Group Health & Life Insurance Premiums	581,102			613,295	(32,193)
Accident Insurance Premiums (Police & Fire)	25,000			20,002	4,998
Annuity to dependents of Firemen (G.L. c.32 s.89)	1,200			1,200	0
<b>TOTAL FRINGE BENEFITS</b>	<b>685,528</b>	<b>0</b>	<b>0</b>	<b>699,894</b>	<b>(14,366)</b>
<b>INSURANCE</b>					
Property & Casualty/Motor Vehicle	115,000	(48,000)		52,692	14,308
Law Enforcement Liability	10,000			4,083	5,917
Public Official Liability	13,500			6,610	6,890

<b>TOTAL INSURANCES</b>	<b>138,500</b>	<b>(48,000)</b>	<b>0</b>	<b>63,385</b>	<b>27,115</b>
<b>TOTAL FIXED COSTS</b>	<b>824,028</b>	<b>(48,000)</b>	<b>0</b>	<b>763,279</b>	<b>12,749</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>48.94%</b>				
<b>RESERVE FUND</b>					
<b>Reserve Fund</b>	<b>90,000</b>	<b>0</b>	<b>(62,684)</b>	<b>0</b>	<b>27,316</b>
<b>DEBT SERVICE</b>					
Library Expansion - BAN Principal	0				<b>0</b>
New Police Station Bond Principal	25,000			25,000	<b>0</b>
New Police Station Bond Interest	15,569			15,569	<b>0</b>
New Elementary School Bond Principal	730,000			730,000	<b>0</b>
New Elementary School Bond Interest	751,868			751,868	<b>0</b>
Middle School Renovation BAN Interest	0				<b>0</b>
Other Short Term Interest	2,000			2,000	<b>0</b>
Short-Term Borrowing Bank Service Charges	1,000			1,000	<b>0</b>
<b>DEBT SERVICE TOTAL</b>	<b>1,525,437</b>	<b>0</b>	<b>0</b>	<b>1,525,437</b>	<b>0</b>
State and County Assessments	284,149			284,149	
<b>Total Operating Budget Appropriated</b>	<b>15,030,321</b>	<b>(48,000)</b>	<b>0</b>	<b>14,908,472</b>	<b>73,849</b>
Capital Requests	585,214	48,000		633,214	<b>0</b>
<b>Total Budget Appropriated</b>	<b>15,615,535</b>		<b>0</b>	<b>15,541,686</b>	<b>73,849</b>

**Town of Lancaster**  
**Final FY 09 Operating Budget**

BUDGET COST CENTER COST CENTER DETAIL		FY2008 BUDGET Recommended	FY2009 ATM APPROVED STM APPROVED
<b>EXPENDITURES</b>			
<b>Town Meeting - Total Expenses</b>		<b>1,500</b>	<b>1,500</b>
Selectmen - Salaries & Wages		122,627	132,166
Selectmen - Elected Wages		0	0
Selectmen - Operating Expenses		49,395	23,812
Compensation Reserve		0	79,714
<b>Selectmen Total</b>		<b>172,022</b>	<b>235,692</b>
Finance Committee - Wages		0	0
Finance Committee - Expenses		500	465
<b>Finance Committee Total</b>		<b>500</b>	<b>465</b>
Department of Finance and Budget - Wages		267,484	275,037
Department of Finance and Budget - Expenses		82,005	78,080
Department of Finance and Budget - Audit		20,000	25,000
<b>Department of Finance and Budget Total</b>		<b>369,489</b>	<b>378,117</b>
<b>Town Counsel - Total Expenses</b>		<b>45,000</b>	<b>40,000</b>
<b>Personnel Board - Total Expenses</b>		<b>345</b>	<b>345</b>
Town Clerk - Salaries & Wages		58,948	59,482
Town Clerk - Elected Wages		0	0
Town Clerk - Expenses		3,875	4,275
<b>Town Clerk Total</b>		<b>62,823</b>	<b>63,757</b>



Elections & Registration - Salaries & Wages	6,400	6,050
Elections & Registration - Expenses	8,050	10,510
<b>Elections &amp; Registration Total</b>	<b>14,450</b>	<b>16,560</b>
Community Development & Planning - Salaries & Wages	68,684	72,412
Community Development & Planning - Expenses	10,580	8,100
Montachusett Regional Planning Commission	1,540	1,600
<b>Community Development &amp; Planning Total</b>	<b>80,804</b>	<b>82,112</b>
Town Hall/Public Buildings - Salaries & Wages	47,583	47,583
Town Hall/Public Buildings - Expenses	62,800	19,330
Town Hall/Public Buildings - Energy		107,295
<b>Town Hall/Public Buildings Total</b>	<b>110,383</b>	<b>174,208</b>
<b>Technology Expense Total</b>	<b>69,698</b>	<b>84,719</b>
<b>Total General Government Regular Salaries &amp; Wages</b>	<b>571,726</b>	<b>672,444</b>
<b>Total General Government Elected Wages</b>	<b>0</b>	<b>0</b>
<b>Total General Government Operating Expenses</b>	<b>333,748</b>	<b>378,431</b>
<b>Total General Government Other Program Expenses</b>	<b>21,540</b>	<b>26,600</b>
<b>TOTAL GENERAL GOVERNMENT</b>	<b>927,014</b>	<b>1,077,475</b>
<b>PERCENT OF OPERATING BUDGET</b>	<b>6.87%</b>	<b>7.83%</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>19.05%</b>	<b>16.23%</b>
<b>PUBLIC SAFETY</b>		
Police Department - Salaries & Wages	708,078	713,745
Police Department - Expenses	119,985	89,513
Police Department - Equipment Replacement	0	0
<b>Police Department Total</b>	<b>828,063</b>	<b>803,258</b>
Fire Department - Salaries & Wages	220,151	225,677
Fire Department - Expenses	92,098	91,579
<b>Fire Department Total</b>	<b>312,249</b>	<b>317,256</b>
Ambulance Department - Salaries & Wages	63,388	63,388
Ambulance Department - Expenses	45,327	41,340

<b>Ambulance Department Total</b>	<b>108,715</b>	<b>104,728</b>
Inspectional Services - Salaries & Wages	89,814	91,481
Inspectional Services - Expenses	7,500	7,500
<b>Inspectional Services Total</b>	<b>97,314</b>	<b>98,981</b>
Animal Control - Salaries & Wages	9,029	9,480
Animal Control - Expenses	7,980	7,990
<b>Animal Control Total</b>	<b>17,009</b>	<b>17,470</b>
Communications Department - Salaries & Wages	177,777	177,776
Communications Department - Expenses	5,800	5,900
<b>Communications Department Total</b>	<b>183,577</b>	<b>183,676</b>
<b>Field Driver - Salaries &amp; Wages</b>	<b>0</b>	<b>0</b>
<b>Public Safety Fuel Expenses (Re-assigned to DPW)</b>	<b>0</b>	<b>0</b>
<b>Total Public Safety Regular Salaries &amp; Wages</b>	<b>1,268,237</b>	<b>1,281,547</b>
<b>Total Public Safety Expenses</b>	<b>278,690</b>	<b>243,822</b>
<b>Total Public Safety Capital Outlay</b>	<b>0</b>	<b>0</b>
<b>TOTAL PUBLIC SAFETY</b>	<b>1,546,927</b>	<b>1,525,369</b>
<b>PERCENT OF OPERATING BUDGET</b>	<b>11.24%</b>	<b>11.08%</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>5.23%</b>	<b>-1.39%</b>
<b>EDUCATION</b>		
Minuteman Regional High School Assessment	539,318	615,726
<b>Minuteman Regional High School Total</b>	<b>539,318</b>	<b>615,726</b>
<b>PERCENT OF TOTAL BUDGET</b>	<b>3.59%</b>	<b>4.03%</b>
Nashoba Regional School District Operating Assessment	8,628,663	9,095,984
	(767,594)	(767,594)
Nashoba Regional High School Debt Assessment	219,715	219,715
Nashoba Regional Deficit Bond Payment	159,467	159,467
<b>Nashoba Regional School District Total</b>	<b>8,240,251</b>	<b>8,707,572</b>
<b>PERCENT OF TOTAL BUDGET</b>	<b>54.88%</b>	<b>56.95%</b>

<b>EDUCATION TOTAL</b>	<b>8,779,569</b>	<b>9,323,298</b>
<b>PERCENT OF OPERATING BUDGET</b>	<b>65.09%</b>	<b>67.74%</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>6.31%</b>	<b>6.19%</b>
<b>PUBLIC WORKS SERVICES</b>		
DPW - Administration - Salaries & Wages	0	0
DPW - Administration - Elected Wages	0	0
DPW - Administration - Expenses	0	0
<b>DPW - Administration Total</b>	<b>0</b>	<b>0</b>
DPW - Highway Division - Salaries & Wages	199,235	195,977
DPW - Highway Division - Expenses	111,351	100,271
DPW - Highway Division - Public Safety Fuel	46,220	60,086
<b>DPW - Highway Division Total</b>	<b>356,806</b>	<b>356,334</b>
<b>DPW - Highway Safety - Expenses</b>	<b>11,271</b>	<b>11,834</b>
<b>DPW - Catch Basin Cleaning</b>	<b>0</b>	<b>0</b>
<b>DPW - Roadway Repairs &amp; Maintenance</b>	<b>5,000</b>	<b>20,000</b>
<b>DPW - Stormwater Management</b>	<b>18,000</b>	<b>12,000</b>
DPW - Cemetery Division - Salaries & Wages	112,402	123,623
DPW - Cemetery Division - Expenses	36,319	39,560
<b>DPW - Cemetery Division Total</b>	<b>148,721</b>	<b>163,183</b>
Snow Removal - Salaries & Wages	37,144	37,144
Snow Removal - Expenses	39,509	39,509
<b>Snow Removal Total</b>	<b>76,653</b>	<b>76,653</b>
Street Lighting - Salaries & Wages	0	0
Street Lighting - Expenses	10,000	10,000
<b>Street Lighting Total</b>	<b>10,000</b>	<b>10,000</b>
<b>Total Public Works Services Regular Salaries &amp; Wages</b>	<b>348,781</b>	<b>356,744</b>
<b>Total Public Works Services Elected Wages</b>	<b>0</b>	<b>0</b>
<b>Total Public Works Services Expenses</b>	<b>231,450</b>	<b>233,174</b>
<b>Total Public Works Services Fuel</b>	<b>46,220</b>	<b>60,086</b>

<b>TOTAL PUBLIC WORKS SERVICES</b>	<b>626,451</b>	<b>650,004</b>
<b>PERCENT OF OPERATING BUDGET</b>	<b>4.64%</b>	<b>4.72%</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>27.97%</b>	<b>3.76%</b>
<b>HEALTH &amp; HUMAN SERVICES</b>		
Board of Health - Salary & Wages	29,720	29,977
Board of Health - Elected Wages	0	0
Board of Health - Expenses	3,275	3,425
Board of Health - Nashoba Health District	21,244	21,244
Board of Health - Nashoba Nursing Service	7,540	7,540
Board of Health - Landfill Maintenance	9,000	9,000
<b>Board of Health Total</b>	<b>70,779</b>	<b>71,186</b>
Council on Aging - Salary & Wages	13,658	12,994
Council on Aging - Expenses	6,400	9,550
Council on Aging - Montachusett Home Care	600	600
Council on Aging - Meals on Wheels	2,000	2,000
<b>Council on Aging Total</b>	<b>22,658</b>	<b>25,144</b>
Veterans' Services - Salary & Wages	6,165	6,165
Veterans' Services - Expenses	1,250	1,250
<b>Veterans' Services Total</b>	<b>7,415</b>	<b>7,415</b>
<b>Commission on Disability - Expenses</b>	<b>175</b>	<b>175</b>
<b>W.H.E.A.T. Community Services</b>	<b>3,000</b>	<b>3,000</b>
<b>Total Health &amp; Human Services Regular Salary &amp; Wages</b>	<b>49,543</b>	<b>49,136</b>
<b>Total Health &amp; Human Services Elected Wages</b>	<b>0</b>	<b>0</b>
<b>Total Health &amp; Human Services Expenses</b>	<b>11,100</b>	<b>14,400</b>
<b>Total Health &amp; Human Services Non-Operating Expenses</b>	<b>43,384</b>	<b>43,384</b>
<b>HEALTH &amp; HUMAN SERVICES TOTAL</b>	<b>104,027</b>	<b>106,920</b>
<b>PERCENT OF OPERATING BUDGET</b>	<b>0.77%</b>	<b>0.78%</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>2.77%</b>	<b>2.78%</b>
<b>CULTURE &amp; RECREATION</b>		
Thayer Memorial Library - Salary & Wages	162,688	177,293

Thayer Memorial Library - Expenses	87,968	68,817
<b>Thayer Memorial Library Total</b>	<b>250,656</b>	<b>246,110</b>
Recreation Committee - Salary & Wages	10,573	10,573
Recreation Committee - Expenses	3,480	3,240
<b>Recreation Committee Total</b>	<b>14,053</b>	<b>13,813</b>
Historical Commission - Salary & Wages	6,840	6,840
Historical Commission - Expenses	2,295	2,305
<b>Historical Commission Total</b>	<b>9,135</b>	<b>9,145</b>
<b>Memorial Day - Expenses</b>	<b>900</b>	<b>25,900</b>
<b>Total Culture &amp; Recreation Regular Wages</b>	<b>180,101</b>	<b>194,706</b>
<b>Total Culture &amp; Recreation Expenses</b>	<b>94,643</b>	<b>100,262</b>
<b>TOTAL CULTURE &amp; RECREATION SERVICES</b>	<b>274,744</b>	<b>294,968</b>
<b>PERCENT OF OPERATING BUDGET</b>	<b>2.04%</b>	<b>2.14%</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>5.59%</b>	<b>7.36%</b>
<b>FIXED COSTS</b>		
<b>FRINGE BENEFITS</b>		
F.I.C.A. (Medicare)	27,186	37,186
Worker's Compensation Insurance Premiums	24,492	24,492
Unemployment Premium Payment	26,548	16,548
Group Health & Life Insurance Premiums	581,102	636,950
Accident Insurance Premiums (Police & Fire)	25,000	25,000
<b>TOTAL FRINGE BENEFITS</b>	<b>684,328</b>	<b>740,176</b>
County Assessment (County Tax - G.L. c. 35, ss. 30-31)	8,718	8,718
Air Pollution Districts (GL. c.111, ss 142B-142C)	1,767	1,823
Mosquito Control	52,000	56,666
RMV Non-Renewal Surcharge (G.L. c. 90; c.60A)	5,420	6,160
Mass. Bay Transit Authority (G.L. c. 161A, ss. 8 & 9)	24,150	28,033
Regional Transit Authority (G.L. c. 161B, ss.9,10,23)	26,782	18,557
County Retirement (G.L. c.32, s.22 (7)(c)(ii))	217,312	255,820

<b>TOTAL ASSESSMENTS</b>	<b>336,149</b>	<b>375,777</b>
<b>INSURANCE</b>		
Property & Casualty/Motor Vehicle	103,160	115,000
Law Enforcement Liability	8,305	10,000
Annuity to dependents of Firemen (G.L. c.32 s.89)	1,200	1,200
Public Official Liability	7,388	13,500
<b>TOTAL INSURANCES</b>	<b>120,053</b>	<b>139,700</b>
<b>TOTAL FIXED COSTS</b>	<b>1,140,530</b>	<b>1,255,653</b>
<b>PERCENT OF OPERATING BUDGET</b>	<b>8.46%</b>	<b>9.12%</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>55.65%</b>	<b>10.09%</b>
<b>RESERVE FUND</b>		
Reserve Fund	90,000	90,000
<b>PERCENT OF OPERATING BUDGET</b>	<b>0.67%</b>	<b>0.65%</b>
<b>DEBT SERVICE</b>		
<b>TOTAL OPERATING BUDGET</b>	<b>13,489,262</b>	<b>13,763,721</b>
Library Expansion - BAN Principal	0	0
New Police Station Bond Principal	25,000	25,000
New Police Station Bond Interest	15,569	15,569
New Elementary School Bond Principal	730,000	730,000
New Elementary School Bond Interest	751,868	751,868
Middle School Renovation BAN Interest	0	0
Other Short Term Interest	2,000	2,000
Short-Term Borrowing Bank Service Charges	1,000	1,000
<b>DEBT SERVICE TOTAL</b>	<b>1,525,437</b>	<b>1,525,437</b>
<b>PERCENT OF TOTAL BUDGET</b>	<b>11.31%</b>	<b>11.08%</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>-1.15%</b>	<b>0.00%</b>
<b>TOTAL GENERAL FUNDBUDGET APPROPRIATED</b>	<b>15,014,699</b>	<b>15,289,158</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>	<b>9.40%</b>	<b>1.83%</b>
<b>TOTAL GENERAL FUND BUDGET APPROPRIATED</b>		<b>15,289,158</b>
Water Enterprise - Added to Appropriation Recap		<b>786,029.00</b>

MSBA Reserved for Debt - Reduces Debt		84,310.00
Conservation Agent STM		19,000.00
From Stabilization to TGB		200,000.00
From Stabilization to Highway Sewer		19,550.00
From Stabilization to Town Green Sewer		35,000.00
From Free Cash to Stabilization		1,000,000.00
<b>TOTAL BUDGET APPROPRIATED</b>		<b>17,433,047</b>
<b>PERCENT INCREASE OVER PRIOR YEAR</b>		<b>17.55%</b>
<b>CAPTIAL REQUESTS EXCLUDING WATER</b>		<b>144,035</b>
<b>See Capital Request List</b>		
<b>TOTAL BUDGET APPROPRIATED Recap IIA</b>		<b>17,577,080</b>
Tax Title - Added to Appropriation on Recap IIB 1		10,000
Snow and Ice Deficit - Added to Appropriation on Recap IIB 9		72,982
Cherry Sheet Offsets - Added to Appropriation on Recap IIB 5		11,764
State & County Assessments - Added to Appropriation Recap IIC		114,619
Allowance for Abatements & Exemp Recap II D		134,996
<b>TOTAL APPROPRIATION Recap IVD</b>		<b>17,921,439</b>
<b>FUNDING BREAKDOWN</b>		<b>2009</b>
Total from Taxation Levy Limit		12,675,339
<b>Local Receipts Page 3 23</b>		<b>1,770,320</b>
<b>Local Aid (Cherry Sheet) Receipts Page 2 IIIA 1</b>		<b>1,206,858</b>
Water Enterprise Revenues A-2		786,029
Other Available Funds Page 4 Col D		338,860
Free Cash Page 4 Col C		1,144,035
<b>Total Revenue Sources</b>		<b>17,921,441</b>
<b>SURPLUS(DEFICIT)</b>		<b>2</b>

Hourly Reductions	39,000
Expense Reductions	92,196

<b>CAPTIAL REQUESTS EXCLUDING WATER</b>	<b>585,214</b>	<b>144,035</b>
<b>See Capital Request List Below</b>		
<b>TOTAL BUDGET APPROPRIATED</b>	<b>15,599,913</b>	<b>15,433,194</b>

ARTICLES REQUESTED		
<b>Capital Plan Cash Items:</b>		
Police Cruiser	32,414	34,035
Police Radar Trailer	9,500	0
Police Capet & Paint Station		5,000
Fire SCBA Life Safety Upgrades	15,000	0
Fire Utility Pickup	0	0
Fire South Station Structural Repairs	70,000	0
Fie Central Station Repairs-Upgrades	0	0
Fire Ice Rescue		0
Fire Refurbish Engine # 4		0
Public Safety Communication Base		50,000
Ambulance	127,000	0
Space Needs Study Mary Rolandson	20,000	0
Luther Burbank School - Kitchen Replacement	15,000	0
Mary Rowlandson Security System	13,000	0
Luther Burbank Security System	13,000	0
Highway 4 X 4 Truck	0	0
Re-Roof Cemetery Garage & Storage Bldg	30,000	0
Cemetery Commercial Lawnmower	11,300	0
Cemetery Hot Topping		35,000
Town Buildings Sewer Connection	30,000	0
TGBAC	178,500	0
Community Development GIS Software	0	0
Computer Purchase-Replacement	5,500	0
Veteran's War Memorial	15,000	0
Fiber Optic Library to Town Hall		10,000
Town Forest		
Recreation		10,000
Neck Road Water Main Replacement		0
Water Meter Replacements	25,000	25,000
New Water Source	145,000	0
Water 1 Ton 4 x 4	0	0
<b>Capital Plan</b>		
<b>ARTICLE TOTAL</b>	<b>755,214</b>	<b>169,035</b>





## Annual Appeal 2008

Dear Friend:

With this quintessential New England Fall season upon us, we at the Thayer Memorial Library are enjoying the burgeoning flow of students and patrons eager to **read, watch, listen, and learn**. In tough economic times, library use goes up; at your library **activity is up 35%**! Lancaster's primary center of culture and learning, the Thayer Memorial Library brings the entire community together – kids, seniors, and your neighbors from all walks of life.

In the past fiscal year, our Library has hosted over 260 community meetings or events, and over 100 children's and adult programs, all funded with charitable donations. These include the well-attended *Prince & Princess Tea Parties*, and popular lecture series such as digital photography and wolf talk. Our Library boasts one of the largest circulating collections in the Commonwealth, providing you with **FREE access** to some of the finest, most popular, and varied assortments of books, magazines, DVDs, CD's, and Internet access. **Circulation has set records for the past five consecutive years**, and continues to grow!

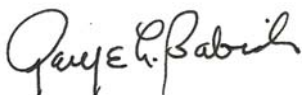
To help fulfill its *mission to connect you with information and inspire a lifetime of learning and adventure*, the *Thayer Memorial Library Foundation* and the *Friends of the Thayer Memorial Library* have joined together to launch the first ever **Thayer Memorial Library Annual Appeal**. Please join us in support of the exceptional work of your town treasure by making a donation to our Annual Appeal. Your donation will help provide you the following valuable benefits:

- Historic Artifacts – your library is home to over 4 centuries of artifacts and rare books. Preservation is required to ensure you have access to these precious items.
- Technology – enhanced capabilities for information access, from wireless Internet service to public Internet access terminals and equipment for viewing and projecting digital materials.
- Your Interests – building services in rapidly growing areas of interest, such as Young Adult and electronic media.

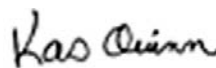
If we are to continue our programs, your support is vital to our success. Without it program activities and accessibility to your library resources will significantly decline. Our daily challenges are as varied and significant as our patron's tastes. While our town budget provides funding for most basic services, **private donations are the only way** the Library can fully achieve excellence. We ask for your help to continue providing these unique opportunities for Lancaster's citizens to explore and learn.

Will you please give generously to support the Thayer Memorial Library? Few other investments represent the chance to serve so many Lancastrians so well.

Thank you sincerely for your support!



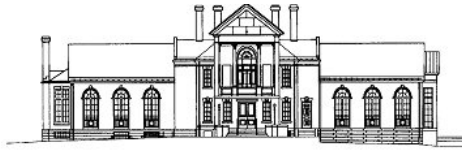
George Babich, President,  
Thayer Memorial Library Foundation



Kas Quinn, Chairperson,  
Friends of the Thayer Memorial Library

Please make checks payable to *Thayer Memorial Library Foundation*, a 501c3 non-profit organization. The TML Annual Appeal supports corporate matching gift programs. Receipt provided upon request. Please contact us with questions. [tmlannualappeal@comcast.net](mailto:tmlannualappeal@comcast.net)





**Thayer Memorial Library**

717 Main St. • Lancaster, MA 01523 • 978 368-8928 • Fax 978 368-8928 • [www.thayermemoriallibrary.org](http://www.thayermemoriallibrary.org)

**Yes! I want to help the library! Enclosed is my donation of**

- ☐ \$500.00    ☐ \$250.00    ☐ \$150.00    ☐ \$100.00    ☐ \$50.00    ☐ \$25.00  
☐ Other \_\_\_\_\_

\*Name: \_\_\_\_\_

Email: \_\_\_\_\_

\*Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

\*City/State/Zip: \_\_\_\_\_ \* Help ensure the accuracy of our list by completing these fields.

- ☐ Check enclosed made payable to *Thayer Memorial Library Foundation*, mail to 717 Main St Lancaster, MA 01523  
☐ I would like more information about including Thayer Memorial Library in my will or trust.  
☐ Yes, donations are tax deductible, please send me a receipt.  
☐ I have enclosed form for Corporate matching gift.

***Although your donation is welcome anytime, we are currently making our drive to address critical areas of need in technology, historic preservation, and youth programs, please donate today to your outstanding town treasure.***

**Thank you for your support!**

**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**

Agricultural Commission	Historic District Study Committee
Animal Control Commission	Historical Commission
Board of Appeals	Local Education Fund Committee
Board of Assessors	Memorial Day Committee
Board of Registrars of Voters	Open Space and Recreation Committee
Cable TV Advisory Committee	Personnel Board
Celebrate Lancaster! Committee	Property Disposal Committee
Commission on Disability	Recreation Committee
Conservation Commission	Taxation Aid Committee
Cultural Council	Town Forest Committee
Employee Insurance Advisory Committee	

**Ad-Hoc Committee**

Town Green Buildings Advisory Committee