

TOWN OF LANCASTER
MASSACHUSETTS



ANNUAL REPORT
OF
OFFICERS & COMMITTEES
2011

IN MEMORIAM

ELEANOR MAHONEY
MARCH 16, 1959 – JANUARY 17, 2011
MARY ROWLANDSON SPECIAL ED TEACHER 2000 TO 2011

NANCY STELL-KIELY
AUGUST 1, 1954 – JANUARY 25, 2011

FINANCE COMMITTEE 2002-2005

RALPH GIFFORD
APRIL 3, 1936 – JANUARY 26, 2011
VOLUNTEER FIREFIGHTER

THOMAS F. MCEVILLY
OCTOBER 10, 1934 – FEBRUARY 8, 2011
TOWN COUNSEL 1970 TO 1986

JOSEPH P. “CHAMP” CIAMPAGLIA
NOVEMBER 16, 1933 – MARCH 28, 2011
NASHOBA REGIONAL SCHOOL DISTRICT CUSTODIAN 1993 – 2001

JOHN R. PARSONS
MAY 9, 1944 – OCTOBER 5, 2011
LANCASTER SCHOOL SYSTEM CUSTODIAN 1973 – 1984

JUNE E. SHERIDAN
JANUARY 10, 1941 – OCTOBER 15, 2011
ASSISTANT TOWN CLERK 2006 – 2009
OFFICE ASSISTANT, TOWN OF LANCASTER 2009 – 2011

RICHARD J. PAULEY, SR
JANUARY 18, 1939 – OCTOBER 30, 2011
TOWN OF LANCASTER BUILDING INSPECTOR & ZONING
ENFORCEMENT OFFICER, 2004 – 2008

CHESTER L. LOCKE, SR
JULY 7, 1924 – DECEMBER 25, 2011
RECYCLING CENTER VOLUNTEER EMERITUS 1989-2011
CHAIR, VETERANS' MEMORIAL COMMITTEE 1995-2007
ELECTION WORKER, WARDEN
TOWN FOREST COMMITTEE 1972-1979
SCHOOL BUILDING NEEDS COMMITTEE 1968-1976
MANAGER, CIVIL DEFENSE FALLOUT SHELTER 1969-1971
TAX COLLECTOR/TOWN TREASURER

Town of Lancaster

2011 Annual Report

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**Lancaster’s Public Safety Team
By Barbara Bartlett**

The unexpected Halloween snowstorm of 2011 conveyed a perfect example of what an incredible team Lancaster has providing its Public Safety! During the storm, the Dispatch Center received 115 9-1-1 Emergency calls. The Ambulance went out on 19 calls and the Fire Department responded to 36 calls, including 2 house fires (1 in Lunenburg, which was fatal) and 2 car fires. 26 roads were closed.

The snow started falling on Saturday night, and with all of the leaves still on the trees, the weight of the snow was just too much. It was heavy and wet and there was about a foot of it. Branches took out power lines and blocked the roads. Seventeen transmission lines were broken, and 71 feeder lines (which bring power to the individual towns) were out as well. As of Sunday morning, 600,000 people statewide were out of power. In Lancaster, 95% of households were without power.

Hanson decided it was time to open a shelter. He made the call to Atlantic Union College on Sunday morning and by 3:30 PM, it was up and open to take people in. The college was an excellent location for the shelter. They run their own power plant with underground utilities, and it was a big enough facility with an open area for cots, as well as showers and locker rooms.

The shelter was staffed 24 hours a day by one EMT and one firefighter at all times. The firefighters helped set up shelter with cots and blankets from Clinton Hospital. The Women’s Auxiliary got most of the food from the Nashoba Regional School District, which they stored, and prepared, at the Fire Station, which has a back-up generator. The Women’s Auxiliary then brought the food to the shelter, and served a total of 487 meals.

The EMTs had gone door-to-door in

At about a quarter of six on Saturday night, the first call came in to report a power outage, then calls about trees and power lines down all over town. Around 8:00 Saturday night, the Emergency Management Director for the town, Mike Hanson, called Town Administrator Orlando Pacheco to declare a State of Emergency for the town. This allowed the town to receive support from MEMA (Massachusetts Emergency Management Agency), reimbursement for whatever emergency resources we would need.

Mike Hanson, who is also the Deputy Fire Chief, said, “The Fire Department helped do a lot of the tree work Saturday night and some on Sunday so the DPW could keep plowing, they did do what they could during the storm, but Sunday after the plowing they took over all the tree work along with the DCR tree crews from MEMA.” By mid-morning Sunday, the storm was over. After meeting with National Grid on Sunday afternoon and learning that it would be four days before power could be restored,

Bigelow Gardens, and other residences of people in town who they know have medical equipment that need power. They conducted a well-being check and let residents know that the shelter was open, and that they could help them get there. Firefighters and EMTs worked together to help transport people safely to the college.

Lancaster, Bolton, Clinton, and Berlin are part of the Nashua Valley REPC (Regional Emergency Planning Commission), and the shelter was available to all 4 towns. Many people came in to use showers, charge cell phones, etc., and a lot of people also just came in for the meals, because they were not able to cook at home. There was a TV and DVD player there, also a computer provided by the college so that people could check email and use the internet. 72 people slept at the shelter throughout the week. 45 were from Lancaster, 7 from Clinton, 9 from Bolton, 1 from Harvard, 1 from Vermont, 8 from Leominster, and 1 was homeless. The shelter closed on Friday afternoon.

A.U.C. Shelter Meal Menu and Head Count	
Sunday Dinner, 20 bagged dinners served Peanut Butter & Jelly Sandwiches bagged meals with apple and granola bars. Milk, juice, hot coffee, tea and water available	Wednesday Breakfast, 30-40 served Hot Oatmeal, Bagels, Muffins & Yogurt Milk, juice, hot coffee, tea and water available Lunch, 20-25 served Burgers, French Fries & Fruit salad Milk, juice, hot coffee, tea and water available Dinner 25-30 served at shelter (Rest of food consumed by FF, EMTs, Emergency Workers) Pizza & Salad Milk, juice, hot coffee, tea and water available Vanilla pudding and chocolate chip cookies for dessert
Monday Breakfast, 25-30 served Scrambled Eggs, toast & fruit salad Milk, juice, hot coffee, tea and water available Lunch, 30-60 served Grilled Cheese and Tomato soup Milk, juice, hot coffee, tea and water available Dinner, 70-75 served Chicken pasta bake, Salad and rolls Milk, juice, hot coffee, tea and water available Cookies for Dessert	Thursday Breakfast, 20-25 served Hot Oatmeal, Bagels, Muffins, Yogurt Milk, juice, hot coffee, tea and water available Lunch, 20-25 served Grilled Cheese & Tomato Soup Milk, juice, hot coffee, tea and water available Dinner, 12-15 served Sloppy Joes, Salad, Fish Sticks Milk, juice, hot coffee, tea and water available
Tuesday Breakfast, 30-40 served Bagels and cream cheese, muffins, toast Milk, juice, hot coffee, tea and water available Lunch, 30-40 served Turkey Breast & cheese sandwiches on buns, rolls, chips and apple Milk, juice, hot coffee, tea and water available Dinner, 40-50 served Franky & Beans, Mac & Cheese casserole Milk, juice, hot coffee, tea and water available Chocolate pudding with graham crackers for dessert	Friday Breakfast, 10-12 served Bagels, Muffins, Toast, Scones Milk, juice, hot coffee, tea and water available Lunch Tuna Sandwiches were prepared, no guests at shelter... consumed by FF, EMTs, Workers at shelter *** Apples, Graham Crackers, Peanut butter crackers, Granola bars, Coffee, Hot Tea/Hot Chocolate, Milk/juice and water were out and available at all times for Shelter Guests. ***

The Public Safety Team

Dispatchers

The Public Safety team includes several groups of very dedicated people! Dispatchers (Communications Center), Fire Department, Ambulance, Police Department, and the Highway Department all work together to ensure that Lancaster remains a safe, secure and comfortable place to live and work. When an emergency occurs, a 9-1-1 call comes first to the Dispatchers. This is a group of highly knowledgeable people, whose insight and quick-thinking is key in facilitating the rescue process. The dispatchers gather information and make informed decisions about which service(s) to send to the scene. For example, when an ambulance is needed, the dispatchers will also send out the Police Department, who will secure the scene. Depending on the situation, the Fire Department may also be necessary, and the Dispatchers know better than anyone how to make that decision.



Ambulance Barn, Main Street, Lancaster

Ambulance

Lancaster's Ambulance Team are all volunteers (paid per call), and are on call 24 hours a day, 7 days a week. Each is a certified Emergency Medical Technician (EMT), the training for which, even at the first "Basic" level is quite extensive. It includes 180 hours of specialized training in preparation for practical and written State exams, and it doesn't stop there. Every year, in conjunction with the hospital and surrounding towns, the EMTs gather for disaster drills, which provide realistic scenarios of disasters and mass casualty incidents that could potentially occur right in our own community. The EMTs also attend monthly training sessions, and are always current with CPR. In order for an EMT to keep his/her certification he/she must have 28 hrs of training, a Refresher Course. This has to be done every two years. If not maintained, they can lose their EMT certification.

Some members of the team have gone beyond the basic training, to the Intermediate level, and some further still, to become a Paramedic (requiring an Associate's Degree).

"When the tone goes off, we respond to provide the highest quality of care to the patient needing our help while, at the same time, demonstrating compassion and concern for their needs," says Kathy Lamb. EMTs are always ready for an emergency. Whether they are at home with the family, out at a social gathering, or at work, they have to be prepared to respond at a moment's notice. In case they arrive before the ambulance does, an EMT keeps certain vital equipment nearby at all times. They each carry a defibrillator, oxygen, jump kits, pulse/oximeter, and glucometer in their personal vehicles, and their two-way radios never leave their side. "Being an EMT in the Town of Lancaster has been very gratifying experience. But when I get out of Town and I'm on vacation... that is the only true time that I can relax. You are always ready to respond to an emergency call and I find the one thing that I really look forward to is removing my shoes/sneakers. At home I'm always found in a pair of shoes... ready to go if needed," says Rob Moody.



Francine Moody, Chris Monahan, Paul and Kevin Bartlett

The Lancaster Ambulance Team also teaches CPR, sponsors blood drives, participates in the Memorial Day Parade, Perkins Fireworks, and individual EMTs will work at the soccer fields, roller derbies, and other sporting events.

When the team of EMTs was asked "If you had the opportunity to tell all of the residents of Lancaster something important, what would it be?", this is what they said:

- We will always look on the refrigerator when we respond to a medical emergency. Please be sure to post a list of medications in clear view, and if you have advanced directives / DNR / allergies, or any other pertinent information, please make sure those are posted there as well. This simple step could save a lot of valuable time, which would otherwise be spent searching for that information.
- Mark your HOUSE clearly with your house number, as well as the mailbox, and try to turn on an outside light, if possible, when you have called an ambulance.
- If you require life-support equipment, such as ventilators, oxygen, etc., that require electricity, let the Communications Center know that before an emergency situation occurs. The same goes for any other medical issues, or premature infants, that the Public Safety Team should be aware of. This could be vital information to have in event of a mass emergency where a 9-1-1 call may not be possible.
- Seatbelts save lives!



Nicole Moody, Normando Diaz, Kathy Lamb, Rob Moody,
Francine Moody, Everett Moody Jr, Chris Monahan, and Robert Wilmont

Who are the Lancaster EMTs?

Captain Everett Moody, Jr. (1987) Police Officer (Part-time Lancaster, Full-time Shirley)

Robert Wilmont (1975) Retired Fire Fighter (43 years) and Truck Driver

Kathy Lamb (1977) Executive Assistant to the Board of Selectmen / Town Administrator

Gary Baird (1979) Liberty Hill Horse Farms, Manager

Sandy Baird (1983) Nashoba Regional School District Cafeteria

Chris Monahan (1981) UMass DMAT (Disaster Medical Assistance Team)

Francine Moody (1988) Administrative Secretary to Chief of Police, Training Officer for the Ambulance

Rob Moody (1995) Communications Center / Dispatcher

LT Normando Diaz, Paramedic (2008) Engineering Program Manager

Nicole Moody (2008) Certified Medical Assistant and volunteer at the New England Aquarium

The Women's Auxiliary was new in 2010, and is very involved with the Association in the fundraising efforts. FF/EMT Tom "TJ" Coolidge says, "Support your local fire department. It



Lancaster Fire Department, Main Street, Lancaster

Fire Department

The Lancaster Firefighters are also on-call volunteers, paid per call. All of the firefighters carry a pager, and when Dispatch gets a call, they will activate a tone and dispatch what/where the call is. During the day, all of the firefighters are called ("all" calls) and those who are able will respond from wherever they are. From 6:00 PM – 6:00 AM, and all weekend, they do "group calls", and every Sunday at 6:00 PM, the group on call changes. There are 14 people in a group, and usually half are able to respond (though they are able to call the other group if more help is needed.) This cost-saving decision is working well.

The minimum age to join is 18 years, and Lancaster requires that everyone go through the Call Volunteer Fire Academy that is put on by the Mass Fire Academy. It is 6 months long; 2 nights a week and every other Saturday. This is where they learn the basics of firefighting. They are trained in the use of SCBA (Self Contained Breathing Apparatus), pump operations, how to attack a fire/fire suppression, ground ladders, hoses, how to use ladder truck, ventilate buildings, etc.

When they come back to the department, they build on that, and most of it becomes on the job training. Firefighters also train once per month to keep skills proficient and learn new equipment. A physical exam (state standard) is required as well, and includes different tests for firefighters.

The Fire Department not only responds to fire alarms and carbon monoxide

takes a village to run a Fire Department – not just equipment, not just taxes.” These women understand that very well. The excellent job they did with all of the food coordination, cooking, and serving at the shelter, shows that they are very involved with support in the community overall.

Members of the Women’s Auxiliary:

Christine Collins	Robin Crampton
Laura Galeski	Candice Granger
Kelly Krafve	Candace Lucier
Lindsey McGovern	Christin Peets
Angela Routhier	Stefanie Silvio
Tiffany Whynot	

“There is a bond with firefighters that people just don't understand, my wife doesn't even get it yet,” says Deputy Chief Mike Hamson, “but this job is a calling and not for everybody. The things we see and deal with are not things people should have to deal with. Usually if you are calling the fire department it's because something is wrong, you are having a bad day. Whether it's a medical emergency or a fire, we are there to help, and we understand that you are suffering a tragedy”.

FF/EMT Mike McGovern said, “Being a firefighter has changed my life – it revolves around the fire department, my wife is in the women’s auxiliary, everything we do, we do with the fire department. Like a family.”

And FF/EMT Tom Fitzgerald says, “Many things have changed me, I have seen many fatalities, but it is great knowing that these guys care, afterwards the guys will check up on each other after something like that. They really are like a second family.”

Captain Courtney Manning said that being a firefighter has changed his outlook on things also. “The line of duty death (Marty McNamara in 2003) changed this department,

detection, but also motor vehicle accidents, water rescues, ice water rescues, hazardous material, furnace malfunctions, gas leaks / smells, cellar pumping, and even cats stuck in trees! And they will respond to any town that calls for help. Lancaster has given and received mutual aid and is part of Wachusett Midstate, an agreement between Central Mass communities for mutual aid, and different task forces (such as structural, forestry, EMS, disaster) that are run through MEMA and the Department of Fire Services.

The members of the fire department will meet on a regular basis a few times per month. Each month there is a "Truck Night" in which the firefighters go through all of the maintenance on the equipment, take everything off truck and make sure it's in working condition for when they need it. They will do any repairs needed as well, if it can be done in house. They meet once a month for classroom training as well, and sometimes there is an opportunity for additional training (EMS, Hazmat, etc.) during the month, usually with another department such as Ambulance or another fire department.



Truck Night at the Fire Department

There is an Association meeting once a month as well. The Lancaster Firefighters Association is a non-profit that works to benefit the community and handles the fundraising, the blood drive, the boot drive, a booth at Bolton Fair with a dunk tank, where the firefighters also incorporated fire prevention. The Association sponsor boy scouts, a cookout for Senior / Community Center, and charity basketball games to raise funds to benefit the community. Funds raised from the dunk tank at the fair

everyone's attitude changed, we hit rock bottom. But we have only gone up from there, upgrades to equipment, guys have taken responsibility for their own training, opened their eyes. We work as a team, we know each other's strengths. Department has become better as a whole."



For FF Dave Peets, it was the Worcester Cold Storage fire, the nobleness of the it can be a wake-up call – that could be me. Makes you think twice when you're out having a good time with family and friends, should I really have this next one?"

FF Pat Warner says, "You tend to think when you're walking through a house after the fire is out, checking for hot spots, you see family pictures, see what they have lost, or will lose, you see the homeowners crying...sympathy for what they are going to go through." For FF Dave Foster, his experience has made him realize even more, that you cannot take life for granted, it could be gone in a split second.



Lancaster Firefighting Equipment / Uniforms

were used, in conjunction with a 50% discount from Lowes, for a new kitchen at the Fire Station. Funds were also used to buy a thermal imaging camera (which MEMA matched), Class A Uniforms, new flash-lights and safety ropes, etc.

FF Rick Krafve used to be lax on the fire extinguishers and smoke detectors, but with all that he have seen over the past 10 years... he is much more into safety and the maintenance of that equipment.

Firefighter's tips and advice to residents:

- Once you're out, stay out -
- Always call when alarms go off – always call when in doubt, better to be safe than sorry -
- Family member accountability, meeting place, escape routes -
- Fire Department will provide Fire Prevention and Education – don't be afraid to use it! -
- TRUST that the firefighters know what they are doing – and be cooperative. -
- Be aware that the firefighters are not always at the station when a call comes in – YIELD to red lights of the volunteers coming from work or home! -
- First step should be DIAL 9-1-1 – not grabbing the fire extinguisher, etc.
- The use of generators can add lots of carbon monoxide, even outside, the exhaust can come in the windows. Proper placement is key. Generators should be PROFESSIONALLY installed.
- Make sure the firefighters have the correct information – don't send them in looking for your "baby" when they should be looking for a pet, etc.
- Test smoke detectors, they do save lives.
- Be aware of everyday dangers, space heaters
- When you change your clocks, change your batteries – smoke detectors AND carbon monoxide detectors.
- Shovel out the fire hydrants in winter, and your bulkheads (could be an escape!)
- Everyone should have a class K fire extinguisher in your kitchen (2 ½ lb, you can get them at Lowes/Home Depot for \$18-20)
- Call 9-1-1 from a neighbor's house
- Get your chimneys cleaned, or lined if they are in bad shape



Members of the Lancaster Fire Department

Kevin Lamb, Chief (Member since 1976) Chief of Police, Lancaster

Mike Hanson, Deputy Chief / EMT (1990) Full-time Firefighter, Lancaster

Bob Gordon, Lieutenant (1996) Custodian Assabet Valley

Kevin Bartlett, Lieutenant / EMT (2004) Lancaster Highway Department / DPW

Courtney Manning, Captain / EMT (1993) Lancaster Water Department

William Bartlett Jr, Firefighter / EMT (2001) Marines Reservist, Safety Officer

Kevin Beltran, Firefighter / EMT (2010) EMT MedStar

Mike Cislak, Firefighter (2010) Workers Credit Union

Brett Collins, Firefighter (2001) Firematic, servicing SCBAs

Tom "TJ" Coolidge, Firefighter/EMT (2011) Operations Manager for substance abuse program for teens

Mark Cutler, Firefighter (2007) Correctional Officer

Douglas "Rusty" DeCesare, Firefighter (1985) Lancaster Police Officer

Nate DeCesare, Firefighter (2007) A-1 Autobody, Tow Truck and Maintenance

Thomas "Fitzy" Fitzgerald, Firefighter/EMT (2004) Lead Instructor for SAFE Program, Clinton Hospital Store Room

David Foster, Firefighter (1993) Facilities Maintenance, Town of Lancaster

Scott Granger, Firefighter / EMT (2008) Technical Applications Specialist – NOVA Biomedical. Mass Fire Academy Support Staff

Steven Hilliger, Firefighter (1986) Fire Protection Engineer

Rick Krafve, Firefighter (2002) P/T Trucking Business, and Maintenance Supervisor for Apartment Complex

Jason Lucier, Firefighter / Paramedic (2003) Full-time Firefighter

Richard Marlow, Firefighter / EMT (1995) Lancaster Water Department

Keith Lamb, Firefighter / EMT (1986) Law Enforcement

Michael McGovern, Firefighter / EMT (2007) Full-time Firefighter in Acton

David Peets, Firefighter (2007) Correctional Officer MCI Shirley

Thomas Routhier, Firefighter (2003) Manager in the sales of fire equipment

R. Thomas Steele, Firefighter / EMT (2000, 2011) Berlin Highway Department

Patrick Warner, Firefighter (2004) Plumber



Main St, Clinton (S. Laprade)



Main St, Clinton (S. Laprade)



Lancaster Police Department, Main Street

Police Department

Firefighter and Police Officer Douglas “Rusty” DeCesare says, “I have the best of both worlds, working in a great police department and fire department.”

The Lancaster Police Department has seen a lot of change over the past several decades. In the 1970’s, the police department consisted of just three full-time officers, when the police station was located in the current Town Clerk’s Office, and there was one phone. At that time, there were no officers on the Midnight to 8:00 AM shift, though someone was on call in case of an emergency. Calls to the station, as well as calls for Ambulance service, would ring in to the Chief at home. He also had a radio at home, and the Clinton Police Department was on the same channel.

Lancaster now has officers on duty around the clock. Andrew Shaw, a former marine who was awarded a purple heart when he was shot during his third tour, is one of the newest members of the department. He is currently one of the officers working the overnight shift and will at times go straight from his normal 8

Before the station’s current location, the Public Safety Building was shared by all (in the current Fire Department facility). Francine Moody, the Administrative Secretary to the Chief of Police, said “One of the best moves was getting our own facility which is bigger, and better for everyone who works in the Police Department. When we moved into the new Police Building the Dispatch Center also moved in this facility. By having the dispatch area in the same facility people can come to the station anytime for assistance.” The new building provides ample room for the police to function better as a department. Sufficient room for interviews, five holding cells (four male cells and one juvenile/ female) instead of just two cells total, and a separate dispatching area. Officer Ronnie Knoll, who is currently the longest serving officer (combined full-time, auxiliary, and reserves) with the Lancaster Police Department says “the townspeople treat us like gold”. Thanks to them, and their support at Town Meeting, they also have some really great equipment, and cruisers.

To quote Francine Moody, the Police “ensure a safe environment for the residents of our community”, but they do even more than that. Each year, funds are raised to support other efforts in the community, like two Little League teams, an After-Prom Committee, a Veteran’s Appreciation Dinner, to name a few. They will also make themselves available when possible to talk with scouting groups, moms’ clubs and other groups of young people, about safety and

hour shift to a detail that could be 4, 8, 12 hours long. “You don’t get a lot of sleep,” he says.



Officers Knoll, Milette, and Shaw

the police department in general, and may even set up a tour if time allows.

Army Veteran and Lancaster Police Officer Jose Milette stated, “As your local police department, we are your first line of defense for your safety and well-being.” They want you to know that they are there for you, and do not be nervous about calling them for anything that you find unsafe or suspicious. Don’t hesitate to call if you see something out of the ordinary – could turn into something, even the smallest thing. A lot of times residents think they would just be a bother if they let the police know, but there are times that the smallest tip from a neighbor could have prevented a tragedy.

Other things the Police Department would like residents to think about:

- You should always lock your doors and windows, it doesn’t matter how small or safe a town you live in.
- Please don’t be afraid to come talk to us – even the new guys!
- There was a time that Lancaster had a record for fatalities due to speed and alcohol. Please always be aware of your speed and pay attention to traffic signs. With the nice smooth roads in town it can be easy to exceed the posted speed limits without noticing.
- Motorcycle season – please look twice!
- Keep our town clean. Police get a lot of complaints about trash – don’t be hesitant to gather information if you see someone littering.

Chief of Police - Kevin Lamb (1974)

Administrative Secretary / System Administrator - Francine Moody (1983)

Full-Time Police Officers

Edwin Burgwinkel (1984) Sargent
Christine Duggan (1986) Sargent
Ronald Knoll (1978) Court Officer
Martin Gannon (1981) Firearms Instructor
John McNally (1981)
Everett L. Moody (1995) Detective
Andrew Shaw (2011)
Patrick Mortimer (2011)
Gary Henderson (1999)
Jose Milette (2006)

Part-Time / Reserves

John O’Malley (1982)
Everett W. Moody (1986)
Douglas Decesare (1986)
James McNamara (1993)
Patrick Hazelrigg (1998)
Stephen Fields (2006)
Ovidui Babu (2006)
Frederick Hatstat (2011)

breath test operator training, firearms instructor training, and so on.

Officers have yearly training that must be completed as well, such as tactical Training at the Academy, and some online courses also. It is important that they keep up-to-date on law changes, and



Lancaster Police Cruiser

The minimum age to become a Patrolman is 21 years. After passing a Civil Service exam, and an individual may apply for a position with the Police Department. Once he or she is hired, they must pass the PAT (Physical Ability Test) and attend the Academy for 22 weeks. The Academy is intensive training and includes subjects such as firearms training, driving classes, motor vehicle laws, criminal laws, general laws, and defensive tactics. They then receive 40 hours of training with the Officer in Charge or Sargent in Lancaster, including experience on each shift. Officers may also attend additional specialized classes to further their education. Some of these classes include sexual assault investigations, motor vehicle reconstruction, computer crimes investigations,

Highway Department

The Highway Department is in contact with the Communications Center either by phone or two-way radio. Any time of emergency; a road closed to due to an accident, lines down, slippery conditions, road floods, or to close roads also, if called in for fatalities, the highway department is another large part of the Lancaster's Public Safety Team. Scott MacDonald asks, "Please stay off roads when they're slippery. It would be best to get the roads cleared before people drive on them."

keep current in CPR / First responder, qualify in firearms each year, and be recertified every two years with the breathalyzer.

A career as a police officer can be very rewarding, but can also make you see life in a different way. Ronnie Knoll, who has also been Deputy Sheriff, Worcester County, for 20 years and Constable in Fitchburg, recalls, "I was a teenager once too, wild like everyone else, but I learned a lot from my experience with the Police Department and Ambulance. You learn to take responsibility for your actions. The hardest part for me is when you have to knock on doors to tell someone their son or daughter has died. It is hardest for me because I grew up in this town, and I know all these people".

Lancaster Highway Department:

Scott MacDonald (2001)

Kevin Bartlett (2003)

Steve Jones (2005)

There are so many amazing people who work to keep Lancaster a safe, secure, and comfortable place to live and work. Why not shake a hand and give a big "THANK YOU" next time you see one of these people around town? We are so lucky that they are willing and driven to do what they do!

Barbara Bartlett

Assistant Town Clerk

... With a lot of help from

Lancaster's Public Safety Team!!

I. GENERAL INFORMATION

Elected Town Officials and Committees

POSITION/ BOARD/COMMITTEE	NAME	TERM EXPIRATION
Moderator	David I. Spanagel	May, 2012
Board of Selectmen	John P. Sonia Jennifer B. Leone Christopher J. Williams	May, 2014 May, 2013 May, 2012
Board of Public Works	James A. Laite John J. King, Jr. John P. Sonia	May, 2014 May, 2012 May, 2013
Board of Health	Stephen Piazza (declined 5/13/12) David Dunn (apptd 5/31/11) Robert L. Baylis Shawn S. Winsor	May, 2014 May, 2012 May, 2012 May, 2013
Board of Library Trustees	Frank T. MacGrory Emily J. Rose Stephanne J. Fiori John C. Schumacher-Hardy Frank S. Streeter Michael J. Lukaszewicz	May, 2014 May, 2014 May, 2012 May, 2012 May, 2013 May, 2013
Planning Board	Jeanne G. Rich John J. King, Jr. Philip F. Lawler Francis G. Sullivan, Jr. Victor A. Koivumaki	May, 2016 May, 2012 May, 2013 May, 2014 May, 2015
Finance Committee	Peter A. CampoBasso James J. Piermarini James E. Riley Janet M. Baylis Walter F. Sendrowski	May, 2014 May, 2012 May, 2012 May, 2013 May, 2013
Housing Authority	Henry A. Richter Daunne M. Miller Frank T. MacGrory Mary Judith MacLean	May, 2016 May, 2012 May 2014 May, 2015
<i>State Appointee</i>	Carol J. Sonia	August 20, 2012
Nashoba Regional School District Committee	Julie E. Fay George L. Babich Kathleen Owen	May, 2014 May, 2012 May, 2013

Officers Appointed Annually by the Board of Selectmen

POSITION/TITLE	NAME	TERM EXPIRATION
Animal Control Officer	Phyllis A Tower	6/30/2012
Animal Inspector (Barn Book)	Phyllis A. Tower	4/30/2012
Building Inspector - Alternate	Tony Zahariadis	6/30/2012
Emergency Management Director	Michael Hanson	None
Environmental Coordinator	Cara Samfrpd	6/30/2012
Fence Viewer	Vacant	
Keeper of the Lockup	Kevin D. Lamb	6/30/2012
Keeper of the Town Pound	Vacant	
MART Advisory Board Designee	Arthur Levesque	6/30/2012
Measurer of Wood & Back	Edward R. Seidler	6/30/2012
M.J.T.C. Representative	Noreen Piazza	6/30/2012
M.R.P.C. Alternate Representative	Eugene C. Christoph	6/30/2012
Sealer of Weights & Measures	Edward R. Seidler)	6/30/2012
Town Counsel	Kopelman & Paige, P.C.	6/30/2012
Veterans' Agent	Michele Marino (resigned 6/30/11) Roland A. Nelson (appt 9/12/11)	6/30/2012
Veterans' Agent - Alternate	Vacant	
Veterans' Burial Agent	D. Susan Thompson	6/30/2012
Veterans' Grave Officer	Vacant	

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

POSITION/TITLE	NAME	TERM EXPIRATION
Bldg Commission & Zoning Agent	Peter M. Munro	06/30/2012
Collector-Treasurer	Charlotte LeBlanc (retired 6/30/11) Mary Frost (appt. 5/1/11)	07/02/2014
Conservation Agent	Vacant	
Constable	Kevin D. Lamb	05/20/2013
Constable	Lyle W. Pierce	06/17/2013
Director of Finance & Budget	Cheryl Gariepy	10/09/2014
Fire Chief (Acting)	Kevin D. Lamb (appt. 4/11/11)	None

Insurance Advisory Comm. Retiree Rep.	Vacant	
Municipal Hearings Officer	Orlando Pacheco	None
Municipal Hearings Officer (Alternate)	D. Susan Thompson	None
Planning Director	Noreen Piazza	06/30/2012
Police Chief	Kevin D. Lamb	12/31/2012
Town Administrator	Orlando Pacheco	06/30/2013
Town Clerk	D. Susan Thompson	2/21/2013

Boards and Commissions Appointed by the Board of Selectmen

		TERM
BOARD/COMMISSION	MEMBERS	EXPIRATION
Agricultural Commission	Kurt Schuffels	6/16/2012
	Eric Jakubowicz	6/16/2013
	Susan V. Miner	6/16/2013
	Peter Jakubowicz	6/16/2014
	David C. Kilbourn	6/16/2014
	Maria C. Moreira (Associate)	6/16/2014
Animal Control Commission	Sherry A. Cushion	11/15/2012
	Philip Keating	11/15/2012
	Stephanie S. Frommer	11/15/2013
	Joyce E. Moody	11/15/2013
	Janice H. Johnson	11/15/2013
	Kelly E. Quill	3/20/2014
	Erin M. DeCoste	11/15/2014
Board of Appeals	Jeanne G. Rich	6/30/2012
	Sarah E. Gulliver	6/30/2013
	David K. Stadtherr	6/30/2013
	Eugene C. Christoph	6/30/2014
	Robert Marshall (Alt)	6/30/2014
	Francis G. Sullivan Jr. (Alt.)	6/30/2015
	John P. Parsons (Alt)	6/30/2016
Board of Assessors	Michael Burke	10/2/2012
	Roger P. Hart	5/10/2013
	Cynthia K. Bradbury	6/30/2014
Board of Registrars	John A. Ranieri	4/1/2012
	D. Susan Thompson	2/21/2013
	Mary Perreira	5/17/2013
	Kevin D. Baer	4/1/2014

Cable TV Advisory Committee	Christopher T. Detsikas	none
	Tony Jacobs	none
	Robert Kadlec	none
Commission on Disability	Lesley Allison	6/30/2012
	Susan Smith	6/30/2012
	Rose-Marie Bissonnette	9/6/2012
	Lorry Doucet	6/30/2013
	Wanda Munding	6/30/2013
	Marilyn Chambers	9/6/2013
	Lawrence R. Schultz	9/6/2013
	Michael McCue	6/30/2014
	Carolyn Stump	6/30/2014
	Vacant - Associate	
	Vacant – Associate	
Community Center Board of Directors	Vacant - Associate	
	Peter M. Munro (Advisor)	none
	Stanley B. Starr, Jr. (appt. 3/14/11)	3/14/2012
	Stephen Mudgett (appt. 1/10/11)	1/10/2013
	Marie Sullivan (appt. 2/28/11)	2/28/2013
	David R. James	11/1/2013
	Lawrence R. Schultz	11/1/2013
Conservation Commission	Thomas J. Early (Assoc)	6/30/2012
	Jean Lidstone (Assoc)	6/30/2012
	Peter J. Farmer	6/30/2012
	Theodore Manning	6/30/2012
	Ruth Anderson	6/30/2013
	Brooke A. Blew	6/30/2013
	Kenneth F. Rapoza	6/30/2013
	Eric Schreiber	6/30/2013
	Alexandra W. Turner	6/30/2013
	Mark C. Melican (Assoc)	6/30/2013
	Claire Griffiths	6/30/2012
Council on Aging	David R. James	6/30/2012
	Mary J. MacLean	6/30/2012
	Elaine M. Bitter (appt. 5/2/11)	6/30/2013
	Eileen M. McRell (appt. 9/12/11)	6/30/2014
	Robert L. Baylis (ex officio)	none
	Stephen Mudgett (ex officio)	none
	Henry A. Richter (ex officio)	none
Cultural Council	Nicole C. Glover	8/25/2011
	Mary Anne Ware	1/29/2012
	Stanley B. Starr, Jr.	9/11/2012
	Deborah Adams	11/11/2012
	Joyce Corbosiero	11/11/2012
	Pamela Burgwinkle	12/7/2012
	Joy F. Peach	8/25/2014
	Jennifer Delorey (appt. 11/7/11)	11/7/2014
Elderly and Disabled Taxation Fund Committee	Cynthia Bradbury (ex officio)	none
	Mary Frost (ex officio)	none
Energy Commission	David M. Dunn	

Jay M. Moody
Donald E. Atkinson
William P. Spratt
Andres Detsikas (appt.
10/17/11)

Historical Commission	Elizabeth W. Colley	6/30/2012
	Imogene W. Watson	6/30/2012
	Joy F. Peach	6/30/2013
	Sally M. Rouleau	6/30/2013
	Mark A. Schryver	6/30/2013
	Heather L. Lennon	6/30/2014
	Michael S. Sczerzen	6/30/2014
Memorial Day Committee	Ann P. Fuller	6/30/2011
	Paula J. Hamwey	6/30/2011
	Jennifer Lapen	6/30/2011
Memorial Day Committee cont.	Mary K. Paquette	6/30/2011
	Henry A. Paszko	6/30/2011
	Karen S. Shaw	6/30/2011
	Carol J. Sonia	6/30/2011
Open Space and Recreation Committee	Roberta G. Winsor	6/30/2011
	Cara Sanford	none
	Noreen Piazza	none
	Don Labelle	none
	Michelle Labelle	none
	Frank Sullivan	none
	Ted Manning	none
	Alexandra Turner	none
Personnel Board	Steve Mudgett	none
	Eugene Christoph	none
	Lucinda J. McLaughlin	6/30/2011
Property Disposal Committee	Linda Arsenault	6/30/2012
	Kathleen Brosseau	6/30/2012
	Jennifer Leone	none
Recreation Committee	Michael S. Sczerzen	none
	James Piermarini	none
	Joseph G. Kennedy	6/30/2012
	Stephen Mudgett	6/30/2012
	Susan E. Smiley	6/30/2012
	Melissa A. Pasquale (resigned 5/9/11)	7/20/2013
	Margo L. Meyer (appt. 6/6/11)	7/20/2013
	Theodore R. Manning	6/30/2014
Johnna Doyle	6/30/2014	
Town Forest Committee	Vacant	
	Dayna Gant	6/30/2012
	Timothy H. Castner	6/30/2013
	Kenneth F. Rapoza	6/30/2013

Other Town & School Department Officials

POSITION/TITLE	NAME	STATUTORY REFERENCE
Ambulance Captain	Everett W. Moody, Jr.	Chosen by Ambulance Squad
Burial Agent	D. Susan Thompson	Employed by BOH
Council on Aging Director	Arthur E. Levesque	Employed by COA
Dead Animal Disposal Agent	Phyllis Tower	Employed by ACC
Gas/Plumbing Inspector	Wilfred Delorey	Appointed by Bldg Commissioner
Gas/Plumbing Inspector (Alternate)	Thomas Soldi	Appointed by Bldg Commissioner
Library Director	Joseph Mulé	Employed by Library Trustees
Minuteman School Committee	John McGarity	Appointed by Moderator
MRPC Delegate	Victor A. Koivumaki	Designated by Planning Board
Supt of Public Works	John A. Foster, II	Appointed 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	Appointed by Bldg Commissioner
Wire Inspector (Alternate)	David M. Hinckley	Appointed 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

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. Since 2009 the fair is 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

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

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 2011.

The Board re-organized for the 2011-2012 session following the Annual Town Election. Selectmen Christopher J.

John P. Sonia was re-elected to a second term on the Board of Selectmen. He ran unopposed.

Williams was elected Chairperson. Jennifer B. Leone was elected Clerk, and John P. Sonia served as Third Member.

Acknowledgements

Throughout 2011, our various boards and committees had very busy agendas. The commitment of our board and committee volunteers was the key to another successful year for the Town of Lancaster. Without these volunteers past, present and future, there would be no way the Town would be able to undertake all the responsibilities it is charged with. It is the dedication and expertise of these individuals that allow the Board of Selectmen to make continued

expertise of these individuals that allow the Board of Selectmen to make continued progress in accomplishing its goals and objectives. We would like to express our deepest appreciation to all those individuals for their service.

The Board would also like to extend its appreciation to the all the employees for dedication was evident.

Permanent Standing Committees

Agricultural Commission
Animal Control Commission
Board of Appeals
Board of Assessors
Board of Registrars of Voters
Commission on Disability
Conservation Commission
Cultural Council

Council on Aging
Historical Commission
Memorial Day Committee
Personnel Board
Recreation Committee
Town Forest Committee
Energy Commission
Open Space and Recreation

Ad-Hoc Committees

Thayer Field Recreational Campus

Solid Waste Study Committee

Fiscal Year 2012 Budget

The Board of Selectmen and Finance Committee were committed to bringing a level service budget before Town Meeting that would maintain level services for the

community. The budget adopted at the Annual Town Meeting was \$16,369,974 for Fiscal Year 2012. This is an overall increase of \$230,536 or 1.4%.

Minuteman Regional High School

The Board of Selectmen would like to thank Mr. John McGarity and the entire Minuteman School Committee for their contributions over the past year. The Town of Lancaster had 18 High School and 1 post graduate student enrolled in 2011. The total assessment for FY12 was \$526,366, a decrease of 4.7% from Fiscal Year 2011.

The Board of Selectmen would like to acknowledge the faculty and staff of the school district for all their contributions both in and out of the classroom. The community service projects the Town receives, particularly at the Recycling Center, were very significant contributions we are thankful for.



Minutemen kids building a platform for Recycling (L. Shoer)



Finished Platform at Recycling (L. Shoer)

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 2012. The bleak fiscal outlook combined with reductions in local aid made the development of the budget a difficult task.

The School Committee and Administration put forth a level service budget that resulted in a 1% increase to Lancaster's Assessment. The development of a level funded budget by the School Committee enabled the Town of Lancaster to maintain vital services. The

the Nashoba Regional School District was \$9,086,575.

The Board wishes to acknowledge the hard work and dedication of the Lancaster School Committee delegation, George L. Babich, Kathleen M. Owen, and Meledath (Mel) Govindan (replaced by Julie Fay in May when Mel did not seek re-election.). Their hard work and dedication to the community and its children is deeply appreciated.

The Board of Selectmen would like to acknowledge the faculty and staff of the school district. Even during these difficult

final assessment for the Town of Lancaster to

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Town Meetings

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May 2, 2011 Annual Town Meeting

The Town Moderator, Mr. David Spanagel, called the Annual Town Meeting to order on Monday, May 2nd to act on 22 Warrant Articles, many of which were to consider routine Town business, including adopting the Town's FY-2012 General Operating and Water Enterprise budgets, committing \$20,000 for the Senior Citizen Tax Work-off Abatement Program, authorizing the Treasurer to enter into compensating balance agreements, authorizing various revolving funds, and amending the Wage and Compensation Schedule.

The Town also voted to establish a Renewable Energy Enterprise Fund for the Landfill Solar Array project as well as authorizing debt service not to exceed \$2.5 Million Dollars to fund the construction of the project. The Town also authorized leasing additional space on the landfill to private 3rd parties for the construction of additional photovoltaic solar generation. Also approved was the creation of a Capital Item Stabilization Account.

The Town did make several amendments to the Lancaster Zoning By-Laws. Overall, nine amendments were made in the following areas:

- 1) *Amend 220-3 Definitions*

October 3, 2011 Special Town Meeting

The Town Moderator, Mr. David Spanagel, called the Special Town Meeting to order to act on 8 articles. The Town voted to withdraw Articles 3 and 7. The Town acted on six other articles which included transferring \$80,000 from the Langen Road

Staffing

2011 brought about some staffing changes within the Town. The Board appointed Mr. Andrew Shaw and Mr. Patrick Mortimer to full time positions within the Lancaster Police Department. The Board also appointed Mr. Patrick Hatstat to the position of permanent reserve police

financial times the community receives a great product.

- 2) *Amend 220-13 Fences, Walls, & Corner Clearances*
- 3) *Eliminating Sections 220-16, 220-17, 220-18, 220-19, and 220-20*
- 4) *Adopted new section 220-22.I Curb Cuts*
- 5) *Amend 220 Article 7 Floodplain Regulations (i.e FEMA Flood Maps)*
- 6) *Amend 220-32 and 220-32 Size, Location, and Illumination Exceptions*
- 7) *Amend 220-34 Site Plan Review*
- 8) *Amend 220-39.D and 220-9.G(8) Water Resource District*
- 9) *Amend 220-63 Concept Plan*

The Board would like to extend a sincere thanks to the members of the Planning Board and Community Development and Planning Department staff who work very hard to provide reports to Town Meeting on the various proposals and amendments.

The Board would also like to thank our Town Moderator, Mr. David Spanagel for his diligent handling of Town Meeting, as well as those members of the Board of Registrars who work the meeting. As always we are grateful to those residents who take time out of their busy schedule to attend and participate.

Water Line Account to the Neck Road Water Line Account, approving Capital Expenditures, authorizing the payment of a prior year bill. The Town also authorized an amendment to the Tax Increment Financing Agreement with JC Madigan Inc.

Treasurer/Collector Charlotte LeBlanc retired in 2011 and was replaced by Assistant Treasurer/Collector Mary Frost. Marcia Sands was appointed to fill the vacant Assistant Treasurer/Collector position when Mary was promoted. Marcia previously worked for the Town of Princeton.

officer. Veterans Agent Michele Marino resigned to take the position of Veteran's Agent for the City of Fitchburg. Mr. Roland Nelson, also Veteran's Agent in Sterling, was appointed Lancaster's new Veterans' Agent.

Linda Michalak, Administrative Assistant in the Office of Community Development and Planning, and Eileen McRell, Administrative Assistant to the Board of Health, both retired in 2011. Jeanette Galliardt has been hired to assume the duties of both positions.

Collective Bargaining

The Board did not execute any Collective Bargaining Agreements or employee contracts in 2011. All Current Agreements expire in June of 2014. The Board of Selectmen did adopt Massachusetts General

Council on Aging Director Arthur Levesque resigned during the year. His permanent replacement has not been named but Transportation Coordinator Pat Ciampaglia has assumed Arthur's duties in an acting capacity.

Rich Silvio, Facilities Maintenance Specialist, also resigned in 2011 to take another position outside municipal government. David Foster was hired as his replacement.

Law Chapter 32B Section 21 to make changes to employee health insurance plan design outside of the collective bargaining process

October 29, 2011 Snow Storm

- On Saturday, October 29, 2011 Lancaster experienced a severe storm event that caused a substantial amount of damage and expense. At the storm's peak 95% of Lancaster was without electrical service.

Overall the storm produced over 17,000 cubic yards of debris. The Town had over 1,200 tree limbs and hanging branches that needed to be trimmed and removed in order to maintain safe right-of-ways.

Planning for the Future

- There are several priorities for the Town as we look at 2012. The disposition of the Bartlett Pond Dam will be a top priority for the Board of Selectmen and Conservation Commission. The Town must decide on the permanent removal or replacement of the dam in early 2012 in order to begin the design and engineering phase in the spring. The Board will continue to work closely with the Historical Commission to complete the Feasibility Study for the Prescott Building. The re-use of the property as records storage, leasable office space, and the home of the Lancaster Historical Commission is slowly coming to fruition. The creation of exhibition and museum space will be a key component to the retrofitted facility.

The construction of the roundabout at the intersection of Old Union Turnpike and Lunenburg Road is expected to start in the spring of 2012. The project is expected to take one year to complete.

The Town will continue the process of regionalizing dispatch services with the Towns of Lunenburg, Harvard, and Devens. When complete, the dispatch center will lead to increased efficiencies and interoperability for all communities involved. To date the project has received \$1,344,215 dollars in grants for the design, construction and equipment. The communities involved are continuing to pursue additional funding opportunities and expect to start construction of the facility, which will be located in Devens in May of 2012.

The Town will also start the regulatory process of completing a Municipal Electrical Aggregation Program. This process, which will leverage the total residential buying power of the Town to purchase electricity, will result in a savings for all those who choose to participate in

The Board of Selectmen will continue to work diligently with other departments, boards, and committees to facilitate projects for the betterments of the community with the focus on operating

the program.

efficiency and improving the overall quality of life in Lancaster.

Legislative Delegation

The Board wishes to acknowledge the assistance of Representative Harold P. Naughton, Jr., Representative Jennifer Benson, and Senator Jennifer Flanagan, for their work on behalf of the Town.

The legislative session has been one of the most productive in memory with the passage of Municipal Health Insurance and pension reforms. Municipalities could also see increased revenue from state aid as a result of legislation authorizing casino licenses in Massachusetts. The Town also had special

legislation approved to leave the Town with 2 voting precincts. We also look forward to legislation creating our regional dispatch district. We thank them for their continued support in the advocacy of issues important to The Town of Lancaster, and its residents.

Representative Harold Naughton was recently deployed to Afghanistan for 200 days. We wish him, and all our servicemen and women a safe return home to their loved ones.

Appreciation

The Board expresses its deepest appreciation to the Selectmen's Office professional staff for their dedication and commitment to public service. Kathy Lamb, Executive Assistant to the Board, has provided efficient daily support to the Board for over twenty-five years. Kathy works tirelessly to see that citizen questions are responded to, letters and correspondence and meeting minutes are prepared, licenses are processed and issued, vouchers are prepared and bills are paid, accounts are maintained, and the flow of other daily business is addressed.

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

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

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

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

2011 LICENSES ISSUED BY THE BOARD OF SELECTMEN

License Type	Issued To	Business Address
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Auctioneer (Annual), Automobile Dealer – Class 2	Insurance Auto Auctions Corp.	1424 Lunenburg Road, Lancaster, MA
Automatic Amusement Device (Monday – Saturday) and Sundays	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Road, Lancaster, MA
Common Victualler	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Road, Lancaster, MA
Roller Skating Rink (Monday-Saturday) and Sundays	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Road, Lancaster, MA
Automobile Dealer – Class I, Class II, Common Victualler	Norm Wagner Automotive, Inc., Inc.	700 Old Union Turnpike, Lancaster, MA
Automobile Dealer – Class 2	Five Star Motors, Inc.	1340 Lunenburg Road, Lancaster, MA
Automobile Dealer – Class 2	Crawford Truck Sales, Inc.	2176 Main Street Lancaster, MA
Automobile Dealer – Class 2	Diamond Hill Sales	59 Main Street, Lancaster
Automobile Dealer – Class 2	F.J.S. Auto, Inc.	248 Main Street Lancaster, MA
Automobile Dealer – Class 2	Jose M. Fuentes d/b/a RBI Motors	767 Sterling Road, Lancaster, MA
Automobile Dealer – Class I, Class 2	Ron Bouchard's Auto Sales, Inc. d/b/a Ron Bouchard's Nissan	490 Old Union Turnpike, Lancaster, MA
Automobile Dealer – Class 2	TJM Auto Body, Inc. d/b/a Lancaster A-1 Auto Body	164 High Street Ext. Lancaster, MA
Automobile Dealer – Class 2, Class 3, Collector of Junk	Route 117 Used Auto Parts, Inc.	2176 Main Street Lancaster, MA
Automobile Dealer – Class 1, Class 2	Ron Bouchard Auto Sales, Inc. d/b/a The Honda Store	500 Old Union Turnpike Lancaster, MA
Automobile Dealer – Class 3, Collector of Junk	Nationwide Auto Recycling, Inc.	1410 Lunenburg Road, 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
Food & Beverage Dispensing to Members	Sterling National Country Club	33 Albright Road, Sterling, MA
Common Victualler, License to Sell Wine and Malt Beverages	Michael A. Gleason d/b/a Michael's Bridge Diner	56 Main Street, Lancaster, MA
Common Victualler	Lancaster Golf Training Center, LP	438 Old Union Turnpike, Lancaster, MA
Common Victualler	Jennifer Joan Macellari, d/b/a Sandee's Restaurant	162 Main Street Lancaster, MA
Common Victualler	Trolley Stop Pizzeria, Inc.	18A Prescott Street, So. Lancaster,
Innholder & Common Victualler	Charlotte E. Creighton d/b/a College Town Bed & Breakfast	12 Old Common Road, Lancaster, MA
Lunch Cart @ Bartlett Pond	Michael Murphy	473 Union Street, Leominster, MA
Sunday Entertainment (flea market) @ 1340 Lunenburg Road	Lancaster Market Place, LLC	1340 Lunenburg Road, Lancaster, MA
Sunday Entertainment – River Festival on 6/11/11 @ 318 Seven	Nashua River Valley Folk Festival Committee	P.O. Box 245, Lancaster, MA

Bridge Road Public Amusement & Exhibition 8/10-14/11 @ 318 Seven Bridge Road	The Bolton Fair, Inc.	P.O. Box 154, Bolton, MA
Public Amusement & Exhibition (Weekdays) 8/10-14/11 @ 318 Seven Bridge Road	Dean & Flynn d/b/a Fiesta Shows	15 Pine Street, Seabrook, NH
Sunday Entertainment – antique & hot rod car show on 9/11/11 @ 318 Seven Bridge Road	Ty-Rods Club, Inc.	P.O. Box 409, North Reading, MA
Sunday Entertainment - Agility Trials 9/25/11 @ 318 Seven Bridge Road, Lancaster, MA	AKC American Kennel Club	P.O. Box 295 , Harvard, MA

Sterling-Lancaster Community Television, Inc.

SLCT, Incorporated has amended its annual year from January 1st – December 31st to July 1st to June 30th. Because of this adjustment, this report covers the period from January 1, 2011 to June 30, 2011. Subsequent reports will consider a twelve (12) month period.

The Board of Directors met on ten occasions between January 6, 2011 and June 21, 2011, generally alternating meeting sites between Sterling and Lancaster.

As of mid-July, SLCT have a full time Executive Director to manage the twin facilities in Sterling and Lancaster as well as part time assistants. The Director will be responsible for public outreach, maintaining public hours, developing training programs, and recording of public events such as the Board of Selectmen’s meetings, among other duties. Our talented Access Coordinator resigned during the winter, but SLCT was fortunate to find a qualified part time replacement Coordinator in June.

The Lancaster facility was part of an Open House sponsored at the Lancaster Community Center in late June. The facility has equipment similar to that in Sterling and is geared to record and cablecast remote television of Selectmen’s meeting and other community and governmental meetings held in the Selectmen’s room. Final equipment installation and testing are planned in July and a cutover on channel 10 anticipated for August.

The variety of programming has increased

recorded meetings of the town selectmen, Sterling channel 10 also plays meetings of the Wachusett Regional District School Committee and added meetings of the Sterling Municipal Light Board to the playlist this year. With the opening of the Lancaster facility, additional programs of local interest are expected on channels 8 and Lancaster channel 10.

Eight additional freelance staff have made themselves available to assist in filming and editing assignments as a result of the Board’s decision to offer a stipend of \$10 per hour to qualified individuals. Consistent with area Access stations, SLCT has experienced difficulty in covering community events because of a lack of trained staff. Freelance staff members are seen as a solution to this problem and their primary assignment will be to assist in recording BOS meetings.

During spring, SLCT recorded and cablecast a local candidate’s night and the Annual Town Meetings in Sterling and Lancaster. Future recordings of Lancaster BOS meetings will be provided to the Thayer Memorial Library for citizens interested in viewing current and past governmental meetings as is done in Sterling. Other new playlist programs involved the F. G. Houghton School, the Fitchburg Pilots Association, the Sterling Fair, the Minuteman Road Racing club, the Sterling Municipal Light Department Open House, and the Sterling Garden Club.

The Bulletin Board has become very popular with governmental and civic groups in both communities. Among those posting notices are the Town Clerks,

on both channels 8 and 10. Additional religious services have been provided to the SLCT and typically play during morning hours on Saturday and Sunday. In addition to

Minuteman Road Racing club, the Sterling Municipal Light Department Open House, and the Sterling Garden Club.

The Bulletin Board has become very popular with governmental and civic groups in both communities. Among those posting notices are the Town Clerks, Department of Public Works, the Police and Fire Departments, the American Legion in both towns, the Conant and Thayer town libraries, the Recreation Department, and the Councils on Aging, Sterling Fair, the Farmers' Market, the Central Massachusetts Mosquito Control group, and the regional genealogical society. Additional announcements are expected as the new Executive Director promotes SLCT services to new organizations.

The SLCT financial statement, in the form of an audit by *Letarte and Mueller-CPA* of Leominster, Massachusetts, will follow the closing of the fiscal year. When completed, the results of the audit and an equipment inventory will be forwarded to each BOS. As of the end of June, 2011, the SLCT checking balance was adequate and reserve funds for future studio construction and equipment replacement was appropriately budgeted. At the June 21, 2011 meeting of the Board, members were reminded that a bill from Comcast for approximately \$40,000 for wiring the Lancaster cablecast studio could be expected, not including engineering services to install new cablecasting equipment. An additional \$10,000 was approved for new cameras, tripods, audio equipment and supplies to equip the Lancaster facility. Additional monthly salary/benefit expenses for the new

Department of Public Works, the Police and Fire Departments, the

Executive Director and freelance staff are adequately provided.

Long-range plans call for determination of the joint television studio to be located in either Sterling or Lancaster. The proposed facility will provide equipment and space for television, audio and lighting classes, opportunities for various interview-type programs, music presentations and video/audio editing suites. With two major goals of the Board (Hiring an Executive Director and completing the Lancaster cablecasting facility) accomplished since January, the Board looks forward to expanding program offerings and other annual goals. Other potential 2011-12 goals include offering video classes, cablecasting on channel 10 in Lancaster, establishing regular public hours, beginning a search for a future studio, and investigating video streaming.

Organizationally, the Board will replace a "retiring" board member, elect a new vice-president and other SLCT officers.

In addition to the free, loaned governmental programs available at the town libraries, SLCT also offers a paid service to copy existing programs that are of public interest and with the permission of independent producers where appropriate.

The SLCT Board of Directors looks forward to providing expanded services and programming to cable customers in Sterling and Lancaster this coming year.

For the SLCT Board of Directors,
Robert A. Bloom, President

Personnel Board

The Personnel Board did not submit a report for 2011.

Town Counsel

Kopelman and Paige P.C. serves as Town Counsel to the Town of Lancaster. As Town Counsel, we provide the Board of Selectmen, the Town Administrator, and the various Town boards and departments with legal opinions and representation. We work closely with the Town on land use and real estate matters, regulating liquor licensing, and matters in litigation. We provide advice to the Town on personnel matters, property title issues, and matters of enforcement. We have reviewed and approved contracts with vendors and consultants. We provided general advice on a range of issues and work with the Town Administrator in preparing the warrant and motions for Town Meeting.

In order to better serve the Town and keep the Town apprised of important development in municipal law, we continued to provide the Town with no-cost memoranda on a wide range of topics to assist the Town in making decisions in a careful and cost effective manner. This year, we provided the Town with memoranda on aspects of the Open Meeting Law and Conflict of Interest law,

green energy initiatives and changes to health insurance requirements, among others. These memoranda provide guidance for the Town's boards and committees as they approach various Town issues, and assist the Town in framing legal questions for efficient resolution.

It remains our privilege to serve the Town of Lancaster as Town Counsel. We thank the Board of Selectmen and the Town Administrator for the opportunity to serve the Lancaster community and particularly for their efforts and dedication in attending to the many needs of the Town. We are also appreciative of the opportunity to work with the Town's department heads, employees and boards.

We 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 in Lancaster

	2011	2010	2009	2008	2007	2006
Births	53	53	64	61	53	70
Marriages	17	14	23	23	28	26
Deaths	85	66	62	68	59	70

Registered voters as of December 31st

	2011	2010	2009	2008	2007	2006
Democrat	924	907	921	915	897	852
Republican	724	709	721	715	736	764
Libertarian	n/a	15	15	n/a	n/a	n/a
Green-Rainbow	7	n/a	n/a	n/a	n/a	n/a
All Other Political Designations	14	8	9	25	40	42
Unenrolled (no party designation)	2969	2,909	2,916	2,857	2,721	2,659
Total Registered Voters	4,638	4,548	4,582	4,512	4,394	4,317

Dog Licenses Issued

2011	2010	2009	2008	2007	2006
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Individual Tags	1109	1,072	1,049	1,037	1,011	1,023
Kennels	1	1	1	1	n/a	n/a

	2011	2010	2009	2008	2007	2006
Business Certificates Issued	44	56	38	28	56	42
Documents Notarized	57	78	67	77	n/a	n/a

Hunting / Fishing Licenses Issued

	2011	2010	2009	2008	2007	2006
Hunting/Sporting	19	17	14	14	19	23
Fishing	21	19	27	25	16	38
Trapping	1	1	0	0	0	0
Hunting Stamps	11	17	34	9	17	14

	Population					
Year	2011	2010	2009	2008	2007	2006
Population	7,143	7,228	7,281	7,202	7,138	6,974

Treasurer/Collector

The Treasurer/Collector's office is a member of the Finance Department. The office is staffed with one full time employee and two part time employees. The office's primary responsibility is the billing and collection of Real Estate, Personal Property, Excise Tax, and Water.

We offer four ways to make payments: 1) by mail to our Lockbox or Town Hall, 2) drop off in the lockbox provided in the back of the Town Hall, 3) on line through MCC.net or 4) in person at our office. Currently we accept cash and checks. Credit card payments may be made through our online service.

Other duties of the office are:

- Receiving and depositing of funds collected from the various departments in the Town.
- Payroll, taxes, retirement and insurance benefits are processed in the office.
- Management and collection of retiree's health insurance premiums.
- Maintaining, reconciling and safe keeping of bank, investment and Trust Funds accounts.
- Issuance of Municipal Lien Certificates.
- Verification tax payments for building permits.
- Working with the Deputy Collector to issue warrants for nonpayment of Taxes
- Working with the Lancaster Sewer District for the collection of sewer Betterments and interest and sewer usage liens.
- Short term and Long term borrowing when necessary.
- Real Estate Tax taking and management of Tax Title accounts are also the responsibility of the Treasurer/Collector's Office.

One of our goals for 2012 is to establish the acceptance of credit card payments in

Personally, I would like to thank The Board of Selectman for the opportunity to serve

the office. In a continuing effort to “Go Green” we are also looking into “Bill Presentment.” Bill presentment would allow the taxpayer to opt to receive their tax bill by email rather than a paper copy.

the Town of Lancaster as Treasurer/Collector. I would also like to thank all department heads and fellow employees for their support during my first six months in office. I look forward to working for the citizens of the Town of Lancaster.

Respectfully submitted
Mary E Frost
Treasurer/Collector

III. HEALTH AND HUMAN SERVICES

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 and accessibility of quality health services
- Respond to disasters and assist communities in recovery

Your Board consists of three Lancaster residents elected for staggered three-year terms. Members 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 closing the gaps in minimum State codes by enacting stricter standards that they believe to be more beneficial locally.

Board Duties and 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 and well permits
- Solid waste and septage
- Porta-potty and outdoor hydronic heater permits
- Rubbish and garbage
- Residential and daycare centers
- Food safety and service
- Cemeteries, funeral directors, burial permits

Board Activities

The volume and scope of the work required to offer necessary health, sanitary and environmental services to individuals and to the community is amazing and continues to increase in complexity. Almost any topic can be Board of Health-related because health is life itself.

The primary function of the office is to assist callers and visitors by providing accurate information and/or referrals for questions, concerns and applications. A plethora of

Complaints

Identified complaints are investigated by our Nashoba Associated Board of Health (NABH) Agent, William J. Brookings, R.S., often accompanied by a Board Member. Violations of the Housing and Sanitary Code often involve multiple issues for the BOH, Building/Zoning Commissioner and Fire Department with jurisdiction being determined accordingly. Additionally, we rely on other Town departments to address areas of mutual concern: the Town Clerk, Animal Control Officer, Conservation Commission, Community Development Office, Assessors, Police, Fire, Public Works Department, Council on Aging and the

Septic Systems

The NABH reported that 32 septic system plans were reviewed in 2011. 13 Title 5

Wells

Four well plans were reviewed by NABH.

Miscellaneous Permits

- A variety of other permits were issued in 2012, including permits for geothermal wells, porta-potties, emergency beaver

Trash

- Deliberate dumping of household trash, bulk items (furniture, mattresses, refrigerators), and construction and demolition debris on public roads and private land continues to be a major problem. Apprehension and prosecution of the offenders is complicated. The Board of Selectmen are researching the possibility

public records, lists, Department of Public Health disease fact sheets (Lyme disease, flu, pneumonia), safety pamphlets (lead, mold, pet health hazards), guides (private well testing, flood cleanup, pest management) and BOH Regulations are just a few examples. Each customer is equally important. The office is open Monday-Thursday, 9:00 AM to 4:00 PM, and we can be reached at 978-368-4000 or by e-mail at jgalliardt@lancasterma.net.

Town Administrator. Communication is the key to helping each other and the residents we serve. Mr. Brookings also provides professional input on projects for the Planning Board, Conservation Commission and Board of Appeals.

Bill Brookings consults in person at the BOH office each Wednesday morning from 8:00 AM to 9:00 AM, and can be contacted anytime by voicemail at the NABH office at 978-772-3335 X304 or wbrookings@nashoba.org.

septic permits were issued by the LBOH.

Four well permits were issued by the LBOH.

removal, outdoor hydronic heaters, and custom slaughtering.

of adopting some form of Anti-Littering Bylaw to expedite this process. Residents are reminded that since we have no Town rubbish removal service, a private trash hauler must be contracted. The following companies were licensed to operate in Lancaster in 2011:

- Tully Disposal & Recycling, Sterling
- Allied Waste Services, Tyngsboro
- Sons of Kristoff, Sterling
- DiTullio Trucking, Clinton
- Waste Management, West Boylston
- Casaceli Trucking, Hudson
- Fiore Trucking & Disposal, Fitchburg

Overflowing trash barrels create an unsightly mess and a critter banquet. Not using water-tight receptacles with covers is a violation of the State Sanitary Code 410.6000 and can result in legal action by

Recycle Center

The Lancaster Recycle Center's regular hours are 10:00 AM to 12:00 Noon, Saturday and Sunday, weather permitting.

We have new vendors for paper, cardboard, glass, tin cans and electronics. Most electronics can be dropped off without a fee, although there is still a \$5 or \$10 charge for televisions and a \$15 fee for any freon appliances (refrigerators, freezers, air conditioners). Other appliances (washers,

the BOH. Several of the trash haulers offer curbside recycling or you may take disposables to the Lancaster Recycling Center.

dryers, etc.) can be dropped off for \$10.

Tin cans and plastics must be sorted as they go in different bins to different vendors. It is no longer necessary to crush cans, but they must be rinsed out. Please continue to crush plastic containers as that bin fills up quickly. We accept all plastics that display the recycling symbol except for plastic bags and Styrofoam containers. Plastic bags can be recycled at your local grocery store.

Household Hazardous Waste Facility

The Town of Lancaster, along with eight other surrounding municipalities have agreed to form a regional Household Hazardous Waste Facility at Devens. The site will be located at their current DPW facility. The member communities have received \$100,000 from a grant via MassDEP to offset some of the construction costs. The remaining funds will come from the member communities, which are expected to be approximately another \$100,000. Above and beyond the capital costs, there will be a small annual operating assessment.

The regional facility will be managed by the North Central Regional Solid Waste Cooperative (NCRSWC), a non-profit that provides these types of services. The site will be run by a professional Household Hazardous Waste vendor, with a chemist on site, and jointly with volunteers from the member towns. Lancaster's Recycling Committee also has been involved.



Household Hazardous Waste Facility (O. Pacheco)

The site will be open 20 days per year (10 Wednesdays and Saturdays) and will be open to Very Small Quantity Generators (VSQGs) who are generally small businesses like dry cleaners that have more waste than the average household but do not meet the large waste requirement, and residents from the member towns. The site can be visited by appointment so traffic can be controlled. Residents and VSQGs will still have a fee to dispose of the waste, which will vary depending on the volume of trash.

Emergency Preparation

All board members and staff became Worcester Regional Medical Response Corps (WRMRC) volunteers in 2007 after completing the mandatory orientation program and classes, lectures and drills. The purpose of the WRMRC is to prepare for and respond to public health emergencies in the 74 towns in Central Massachusetts. Volunteers (medical, public health, or community members) are trained to staff Emergency Dispensing Sites (EDS) and to assist 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. This aid saves communities thousands of dollars. They have operated clinics, assisted after hurricanes, and staffed emergency shelters. Lancaster has recruited more than 25 members. Anyone interested in joining the Worcester Regional Medical Reserve Corps should contact Kate Pollender at 508-799-8470 or coordinator@worcesterregionalmrc.org. All training is completely free.

Health Alerts

The Health & Homeland Alert Network (HHAN) and The Coalition send immediate

Prescription Drugs

Prescription drug abuse is the nation's fastest-growing drug problem, including accidental poisonings and overdoses. Rid

Food

Food warnings and alerts seem to be a daily event. There are 88 million cases of food poisoning a year. Consumers can monitor the LBOH web site(www.ci.lancaster.ma.us) or call the MDPH Food Protection Program at 617-983-6712. New food safety rules are

Town Health

The NABH public health team's mission is to provide high-quality public health nursing to our member towns. They provide essential (and state-mandated) services of communicable disease investigation and

Lancaster is part of the Massachusetts Region II Public Health Emergency Preparedness Coalition (<http://www.public-healthmassregion2.org/what.htm>), a division of the Worcester Department of Health and Human Services. The LBOH has provided input to the 2012 Emergency Dispensing Site Plan.

A Memorandum of Understanding was previously signed between LBOH and Rowlandson/Burbank Schools to be the location for the Board 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 a meningitis outbreak in a school, an influenza pandemic declared by the World Health Organization (WHO), or a bioterrorist attack involving thousands of people or the entire population of the United States. The EDS would be activated within 24 hours by both medical and non-medical volunteers. WMRC members and their families would be the first to receive treatment.

nationwide bulletins about health and safety from the CDC.

your house of unused medicines safely, and do not flush or throw away as this is a safety and health hazard. See the www.dea.gov web site for a collection site.

coming on how to shop for, store and prepare your food.

The FDA now lists all ingredients on the bottles of dietary supplements.

NABH also offers home visits, health fairs for health education and screening, and children's story hours at the library

follow-up, high-risk maternal child services and health promotion.

The health promotion program and outreach has included monthly Wellness Clinics, which include blood pressure checks, diabetes screening, and flu and immunization protection. The NABH also continues to assist Atlantic Union College with their immunization compliance.

NABH/LBOH Rabies Clinic

52 dogs and cats were vaccinated at the rabies clinic held at the DPW garage by Mid-State Mobile Veterinary. Micro-chipping

Animal Control Officer

We work closely with the Animal Control Officer and the Town Clerk in sharing Possible Exposure to Rabies reports from

Burial Agent

The Town Clerk issued 54 Burial Permits, of which five were interred in Lancaster, 20

Tobacco Control Alliance

The Boards of Health Tobacco Control Alliance (BOHTCA) continues to work with the LBOH in providing inspectional services regarding all tobacco-related issues

A Message from Your Board

We try to use our experiences, insights and skills to help the residents of Lancaster lead

introducing topics such as hand washing and germ control and “A Day at the Doctors”.

This year, the Massachusetts Department of Public Health offered a special program which allowed NABH to provide free shingles vaccinations to protect residents over 60 years of age.

The primary focus of the NABH town nurse is on patients, families and open communication, as well as crisis intervention and support to high-risk individuals.

was also available. Rabies vaccination certificates from the Town Clerk are kept on file at our office.

veterinarians. The Animal Control Officer quarantines the wounded animal if the injury is from an unknown or unvaccinated source.

were cremated, and 29 were interred elsewhere.

including enforcement of all youth access and environmental tobacco smoke regulations, and enforcement of the new Smoke-Free Work Place Law.

healthier lives and get the care they need. We hope to make a difference.

Robert Baylis, *Chairman*
David Dunn, *Member*
Shawn Winsor, *Member*



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)
- Nashoba assisted the Board by providing a school-located seasonal flu clinic at Nashoba Regional High School.
- 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 2011 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 **32** 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

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 Lancaster Office 75 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 79**

Nashoba annually mails out and receives application from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. Establishments are inspected in accordance with an at risk inspection method. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

- **Housing & Nuisance Investigations 112**

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 36**

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality every other

week during the summer and more often if a problem is suspected.

- **Septic System Test Applications 23**

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

 - **Septic System Lot Tests 104**

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 32**

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 13**

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

 - **Septic System Inspections 27**

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 192**

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 34**

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 52**

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 613**

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 268**

Nashoba’s Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.
- **Rehabilitative Therapy Visit 390**

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

- **Medical Social Service Visits 28**
Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.
- **Hospice Volunteer and Spiritual Care Visits 3**
Nashoba’s Volunteers and Clergy provide patients with emotional and spiritual support, companionship and guidance.

Clinics

- **Local Well Adult, Support Groups, & Other Clinic Visits 294**
 - o Number of patients who attended Flu Clinics held in Lancaster 159
 - o Number of patients who received Flu Shots who live in Lancaster 135
 - o Number of patients who received other Vaccines 24
 - o Number of patients who attended Well Adult Clinics from Lancaster 133

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:
 - o 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.
 - o Receive and process reports from physicians concerning cases of diseases “dangerous to the public health” as defined by MDPH (MGL Chap111, Sec 6)
 - o Notify MDPH Division of Epidemiology and Immunization within 24 hours of receiving notice of any case “dangerous to the public health”.
 - o Receive reports and undertake follow-up as necessary regarding certain food borne and waterborne diseases and diseases being monitored by the MDPH.
 - o Receives reports, investigates and conducts follow-up on all incidences involving positive rabies results.

Number of Communicable Disease cases Investigated..... 22

Communicable Disease Number of Cases

- Campylobacter 2
- Group b Streptococcus 1
- Hepatitis B 2
- Hepatitis C 2
- Hepatitis C (probable) 2
- Human Granulocytic Anaplasmosis 1
- Lyme Disease 2
- Lyme Disease (suspect) 6
- Salmonellosis 3
- Streptococcus pneumonia 1

Health Promotion

- o Skilled Nursing 97

Dental Health Department

- **Nashoba Program (Funded Through Environmental Assessment)**

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

Students Eligible	242
Students Participating.....	116
Referred to Dentist.....	19

- **Instruction - Grades K, 1 & 5**

Number of Programs.....	12
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Council on Aging

The Council on Aging is happy to communicate to the residents of Lancaster its annual report for the year 2011.

This board is comprised of seven Lancaster residents, who are dedicated to helping older people in the community. Appointed COA members for 2011 include Chair David James, Mary J. MacLean, Eileen McRell (elected secretary in 2011), Claire Griffiths, Elaine Bitter, Nicole Jimino and Michele Macdonald. We want to thank the current members for their service and dedication to the mission of the Lancaster Council on Aging.

Arthur Levesque retired as Director in October of 2011. Pat Ciampaglia the Dispatcher has been performing the Director's duties, as well as dispatching, since Arthur left the position.

The Mission of the Lancaster Council on Aging is to identify unmet needs, develop and implement programs, and provide available resources on behalf of the town's population 60 years of age and older. The Council shall educate the community and enlist support and participation of citizens about senior needs and advocate for their well-being.

The board meets monthly during the year and on other occasions when necessary. 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 state and federal officials, and providing a link between the 1400 plus seniors in Lancaster and our town government. We also offer social, recreational, educational programs,

programs, transportation (local and frequent out of town), information and referrals.

You are eligible for all services and programs if you are sixty years of age or older and live in Lancaster.

The most noticeable activity is the COA van, provided by the Montachusett Regional Transit Authority. The van takes Lancaster seniors and disabled non seniors to an assortment of places including: shopping, congregate meal at noon, medical appointments, post office, pharmacy, town hall, social trips, barber shops, etc. This van was in operation 247 days and logged 15,358 miles; 4,037 trips were provided. This ridership was down slightly from 2010. The senior room opened in the Lancaster Community Center (LCC) behind the town hall this September and the congregate meals have been served there since October of 2011. Over forty different Lancaster residents utilized the van this year.

Other well-liked services are our two meal programs. This consists of the Meals on Wheels and the congregate meals which were held at Bigelow Gardens until the LCC opened. The LCC/ Senior Center started serving meals in October of 2011. The meals are provided by the Montachusett Opportunity Council (MOC) Elder Services. Both were in operation for the entire year. The Meals on Wheels program had seventeen different seniors served by this necessary program at some time during the year; 1,926 meals were delivered. In September of 2011 the vegetarian meals were suspended due to Atlantic Union College closing. The Meals on Wheels program operated four days per

recreational, educational

week

excluding stormy days and holidays. Frozen meals were distributed for Friday's and holidays since the COA is short volunteers to deliver on Fridays. The meals are delivered by a COA staff member and volunteers.

The congregate meal site completed its fifth full calendar year with 1,626 meals served. This occurred from January 2011 through December 2011. We had a significant number of different seniors enjoying this essential program. The Council on Aging director, in conjunction with the community health nurse also conducted several outreach visits to frail elders and took appropriate action as needed. On-going follow up calls are made. Individuals who made us aware of seniors in crisis are notified that contact has been made.

The COA logged in an extremely high volume of 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. 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, Lancaster Board of Health, and the Montachusett Opportunity Council. SHINE (Serving the Health Information Needs of Elders) counseling was also available for

Lancaster seniors. Many seniors attended this one-on-one counseling. The SHINE counselor was at the senior center two days a week helping seniors with their health care needs. Another agency, the Montachusett Home Care Corporation, provided services

to Lancaster seniors, such as: home maker services, meals, personal care hours, case manager, visits, and nursing home Ombudsman visits, including other essential services. Referrals and advocacy have been made to these agencies for seniors with follow up if warranted.

Monthly blood pressure clinics were held at Bigelow Gardens and at the LCC Senior Center. These are provided by the Board of Health through the Nashoba Nursing and Hospice Service at the monthly wellness clinics. Besides the blood pressure screening at various times they also do glucose and cholesterol screening, and provide the annual flu and pneumonia shots, which many seniors took advantage of. This wellness clinic is available to people of all ages in Lancaster.

This and other COA activities are in the Council on Aging monthly newsletter. This contains the van schedule, menu for the month plus highlights of other activities such as speakers and special events. Timely issues of concern and importance to seniors such as legal, Medicare and prescription programs are also presented. It is distributed through various outlets in town and at various senior events. It is also now on the town of Lancaster web site and the Lancaster Community Center and Senior Centers website (www.lancaster-community-center.org). Farmer's market coupons were also distributed to low income seniors.

Also during December of 2011 the COA had a holiday party that was hosted by the

Lancaster COA employees, members of the board and the MOC meal site coordinator. This occasion was catered by Tom Turini of Turini's Catering in Clinton. All of the hosts chipped in to put together seven beautiful baskets filled with scrumptious food items. The names of the seniors who

participated in the luncheon were entered in a drawing. Orlando Pacheco Town Administrator drew the names at random. David Dunn of Dunn & Company provided gifts for the event.

The COA staff consists of a part time director, part-time dispatcher, and Meals on Wheels driver, and three 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 have been provided in Lancaster since the LCC/Senior Center opened. These include expanding our current programs, and adding such things as computer classes, social events, card playing, exercise, board games, SHINE coordinator on site twice a week, fuel assistance, Tuesday breakfast, etc.

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

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 care givers of the elderly
• Advocate for quality services
• Support grandparents raising children
• Promote community
• Provide volunteers opportunities
• Help people deal with crisis and changes in interpersonal relationships and loss
• Enrich life through educational, social and recreational opportunities
• Prevent abuse, neglect and exploitation
• Transportation and nutritional services.

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

Senior Tax Abatement Program (Elder Volunteer Property Tax Work-Off)

Administered by the Board of Assessors

For anyone 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

Credit for service cannot be at a rate higher than the state’s minimum wage. This rate is currently \$8.00 an hour; this translates to 125 hours a year per household. With \$20,000

property taxes reduced by volunteering their services to the municipality. A subsequent town meeting vote increased this to \$1,000.00, the maximum currently allowed by law.

allocated and at the rate of \$1,000.00 per participant, there is placement for twenty individuals.

Lancaster Housing Authority

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

For the calendar year 2011 the Authority had nine vacancies.

Eligibility Requirements:

- Applicants must be 60 years or older, or handicapped.
- Effective August 9th, 2008 the income eligibility was
 - \$46,300.00 for one person and
 - \$52,950.00 for two persons.
- There is no asset limit, however, total interest income from assets, stock, bonds, annuities, plus yearly income cannot exceed the above income limits.

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

Our complex has nine non-elderly, and thirteen minority status residents. *Our oldest resident is 95 years old.*

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 is as follows:

Henry Richter, Chairperson
Daunne Miller, Vice-Chairperson
M. Judith MacLean, Treasurer
Frank MacGrory, Assistant Treasurer
Carol Sonia, State Appointee

Each member serves a five year term.

Office hours are Monday thru Thursday 8:00am to 1:00pm
Telephone: 978-365-3923
Fax: 978-365-9138
Email: lancaster.housing@verizon.net

Commission on Disability

The Lancaster Commission on Disability (COD) accomplished the following goals

Lancaster COD has become more involved with other town organizations in Lancaster. It has actively participated with

and participated in the following events in the 2011 calendar year:

The COD disseminated a confidential questionnaire that allowed citizens of Lancaster to identify themselves or family members as having a disability and to indicate whether they might need assistance in the case of a natural or manmade emergency. The proportion of returns was quite good, and the information was shared solely with the Lancaster Emergency Preparedness Agency for necessary follow up. Relevant to that follow up, as well as our emphasis on community outreach, the COD conducted a pilot study of several homes in the Lancaster community asking residents questions that would allow them to self-identify, or identify other Lancastrians known to them, who might need such emergency assistance. It was an interesting coincidence, underscoring the timeliness and relevancy of this effort, that the canvassing occurred about the same time that the October 2011 Nor'easter struck our town and rendered over 90% of our homes without power. The COD plans to expand upon this study during the meteorologically gentler months of 2012.

the Open Space and Recreation Task Force in identifying and implementing plans for the fully accessible, multipurpose use Recreational Campus that is to be located on the 22 (+/-) acre land area contiguous with the Community Center in the Tercentenary Building.

Lancaster COD has also engaged in outreach to private businesses to view and offer recommendations on how to make their properties more open and accessible to their staff and business invitees.

Lancaster COD holds regular monthly meetings, as well as planning trainings and seminars such as the MOD sponsored Community Access Monitor (CAM) state Certification Training. The COD recently held an informational forum to which it mailed invitations to those who responded to the above questionnaire and indicated a willingness to do more in their community and to inquire how participation with the COD could assist them in the goal.

Respectfully submitted,
Lawrence R. Schultz, J.D., Ed. D.
Chairman, Lancaster COD

Department of Veterans Services

The Veterans Services Office has changed a lot in 2011. The Town has established an office for this service in the Lancaster Community Center. I hold regular office hours so that those who need assistance have easier access to the Veterans Service Officer.

Michele Marino has accepted a similar position in the City of Fitchburg. We wish her well at her new position. Her assistance to Lancaster Veterans was well done.

I lived in the Town of Lancaster through my high school years and entered the service from Lancaster. I feel like I have made a

round trip. The residents and veterans of Lancaster have been very welcoming.

Since the office opened I have assisted many veterans with their paperwork and have pointed them in the right direction.

VA disability assistance returns \$58,000 to Lancaster veterans, which is used in the local economy. The Commonwealth returns 75% of local aid for veterans' assistance.

I also serve the Town of Sterling, and Lancaster veterans can reach me through that office as well. My cell phone (978-333-6239) is the quickest way to reach me.

Roland A. Nelson
Veterans Service Officer



Memorial Day Parade (The Item)

IV. OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT

Board of Appeals

Calendar year 2011 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 2011, the highlights of which are listed as follows:

Comprehensive Permits

- Richmond Development, Fieldcrest Estates, off of Sterling Road
Extension for Comprehensive Permit
Extended to January 27, 2014: 1/27/11
- Muirfield Development, Jones Crossing, off of Deershorn Road
Request to withdraw Waiver for Flexible Development
Approved: 9/22/11
- Muirfield Development, Jones Crossing, off of Deershorn Road
Extension for Comprehensive Permit
Extended to September 30, 2012: 9/22/11
- Blue Heron Pond LLC, Blue Heron Pond, off of High Street Extension
Request to reduce number of Affordable-rate Units
Status: Discussion continued into 2012
- Lussier Real Estate Investment Company, Sandy Hollow, off of Mill Street Extension

Application for Comprehensive Permit, 12 rental townhouse units
Status: Hearing continued into 2012

Variances

- Reliance Engineering, 851 Sterling Road
Variance pursuant to Section 220-11 (B) (Side and Rear Yard Setback)
Approved: 7/28/11

Permits

- Albert Gould and Emily Devito, 1357 North Main Street
Extension for Special Permit for Section 220-51 (A) (Non-conforming buildings – continuance, alteration, extension)
Extended to January 27, 2012: 1/27/11
- Lower Nashua Trust, Laied Harris (Trustee), 143 Bolton Road
Special Permit for Section 220-51 (A) (Non-conforming buildings – continuance, alteration, extension) and Section 220-51 (B) (Non-conforming buildings – reconstruction)
Approved: 3/24/11
- James Monroe Wire and Cable Corporation, 767 Sterling Road
Special Permit for Section 220-51 (A) (Non-conforming buildings – continuance, alteration, extension)
Approved: 8/25/11
- John Sargent, 170 Shirley Road
Special Permit for Section 220-51 (A) (Non-conforming buildings – continuance, alteration, extension) and Section 220-51 (B) (Non-conforming buildings – reconstruction)
Approved: 9/22/11

Appeals

- None submitted in 2011.

Other Business

In March 2011, the Board re-organized and re-elected Scott Miller as Chair, Robert Marshall as Vice-Chair and Francis Sullivan as Clerk.

In November 2011, the Administrative Assistant to the Board of Appeals, Linda Michalak, retired after five years of dedicated service to the Board. The Board of Appeals would like to thank Linda for her excellence and professionalism during her tenure with the Town of Lancaster. We wish her the best in her retirement.

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

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

The Community Development and Planning office coordinates all meeting schedules and is open Monday through Thursday, 9:00 AM to 4:00 PM. As always, this office welcomes citizen's questions, comments or suggestions. Please feel free to contact us at 978-368-4007, npiazza@lancasterma.net or jgalliardt@lancasterma.net. The Board acknowledges the professionalism and support offered by the Community Development and Planning office in completing this year's work.

Respectfully submitted,
Scott Miller, *Chair*
Robert Marshall, *Vice-Chair, Alt.*
Member
Francis Sullivan, *Clerk, Alternate*
Member
Jeanne Rich

Eugene Christoph
David Stadtherr
Sarah Gulliver
John Parsons, *Alternate Member*

Planning Board

Calendar year 2011 proved to be an extremely productive year for the Lancaster Planning Board. During the course of the Board's 16 meetings, a wide range of activities occurred ranging from site plan reviews, stormwater management reviews, ANR plan reviews, as well as creating zoning amendments. The Planning Board reviewed several significant applications in 2011, the highlights of which are listed below:

Subdivision Plans

- Eagle Ridge Subdivision, off of Sterling Road
Project Reviews were held on: 2/14/11, 2/28/11

Site Plans

- James Monroe Wire and Cable, Sterling Road
Amended site plan for building addition and reduction in parking area
Approved: 8/22/11
- Reliance Engineering, Sterling Road
Site plan for building addition and reduction in parking area
Approved: 8/22/11

There were continued reviews and inspections at several sites that were approved in previous years, including:

- Mass. Youth Soccer Association, Old Union Turnpike
- Eagle Ridge Subdivision, off of Sterling Road
- Clear Summit Transportation, Lunenburg Road

Special Permits

- Horn Packaging, Fort Pond Road
More than 15% of impervious surface in a Water Resource District
Approved: 6/13/11
- Devonshire Estates, off of Main Street
Special Permit for 220-22 (G) (shared driveways)
Status: Hearing still open

Stormwater Management Permits

- 580 Fort Pond LLC, Fort Pond Road
Stormwater Management Permit
Approved: 8/22/11

- Devonshire Estates, off of Main Street
Stormwater Management Permit
Status: Hearing still open

Approval Not Required (ANR) Plans

- Douglas Fuller
396 Hilltop Road, 2 building lots
Approved: 1/10/11
- Jay Moody
144 Seven Bridge Road, 5 building lots
Approved: 6/27/11
- Jay Moody
144 Seven Bridge Road, 1 building lot (amended from previous approval)
Approved: 8/8/11

As-Built Plans

- None submitted in 2011.

61 (A, B) Option to Purchase Land

- None submitted in 2011.

Road Acceptance / Discontinuation

- None submitted in 2011.

Transportation Projects

- Intersection Remodeling at Lunenburg Road (Rt. 70) and Old Union Turnpike – proposed roundabout design, in FY12 Regional Transportation Improvement Plan
75% Design Hearing: Held on 5/16/11
- Intersection Remodeling at Five Corners – proposed merger of Bolton Road and Centerbridge Road, in FY13 Regional Transportation Improvement Plan
75% Design Hearing: Will be scheduled in 2012

Zoning Bylaw Amendments

- Zoning Amendments for the following sections of the Bylaw were proposed in 2011:
 - Definitions
 - Fences, Walls, Corner Clearance
 - Driveways
 - Floodplains
 - Signs and Illumination
 - Site Plan
 - Concept Plan
 - Unneeded Regulations
 - Mechanical Revisions

Approved at Annual Town Meeting: 5/2/11

Other Business

-

In June 2011, the Board re-organized and re-elected Jeanne Rich as Chair, Francis Sullivan as Vice-Chair and Philip Lawler as Clerk.

The Planning Board completed a major update to the Subdivision Regulations. The Board voted to approve the revised regulations in June 2011.

The Board also held a public hearing in August 2011 on the application for a MassWorks Infrastructure Grant for the installation of a water line on Lunenburg

Master Planning

The Board continued to carry out the implementation of 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

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

Road, running from Route 117 to Old Union Turnpike. The Board voted to move forward with the grant application, which was submitted in September 2011.

In November 2011, the Administrative Assistant to the Planning Board, Linda Michalak, retired after five years of dedicated service to the Board. The Planning Board would like to thank Linda for her excellence and professionalism during her tenure with the Town of Lancaster. We wish her the best in her retirement.

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.

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) which 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
- Regional energy planning
- Zoning District study
- Thayer Field Recreation Campus master 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,

Planning in 2012

The Board anticipates that 2012 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 Board meets on the second and fourth Mondays of each month at 7:00 PM in the Town Hall Auditorium. All the citizens are

Conservation Commission

The primary function of the Conservation Commission is to ensure local-level compliance with the Massachusetts Wetlands Protection Act, the Lancaster Wetlands Protection Bylaw, and issue decisions relating thereto for all development projects in Lancaster.

The two types of applications most often reviewed by the Commission for

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.

welcome to join the Board for these meetings and public involvement is always encouraged.

The Community Development and Planning office coordinates all meeting schedules and is open Monday through Thursday, 9:00 AM to 4:00 PM. As always, this office welcomes citizen's questions, comments or suggestions. Please feel free to contact us at 978-368-4007, npiazza@lancasterma.net or jgalliardt@lancasterma.net. For more information on Planning issues in Lancaster, please visit us on the Town's web site: www.ci.lancaster.ma.us.

Respectfully submitted,
Jeanne Rich, Chair
Francis Sullivan, Vice-Chair
Philip Lawler, Clerk
Victor Koivumaki
John King

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) for completed projects.

During the course of 2011, the Commission reviewed the following projects:

Filing	Applicant	Location	Action	Date
COC	Guy and Lisa Ludden	108 Fire Road 11	Approved	1/11
NOI	Robert Fischer	109 Redstone Hill Road	Approved	1/11

NOI	Douglas Fuller	396 Hilltop Road	Approved	4/11
RDA	Town of Lancaster	Thayer Field Recreation Campus	Approved	2/11
COC	Brooke Blew	100 South Meadow Road	Approved	2/11
RDA	Mass. DOT	Route I-190	Approved	3/11
Amended OOC	Mass. Youth Soccer Association	Old Union Turnpike	Approved	4/11
NOI	Jay Moody	Lots 1 and 2, Seven Bridge Road	Approved	4/11
RDA	Stephanie Stanton	942 Main Street	Approved	4/11
RDA	Pan Am Railways	Various locations	Approved	4/11
NOI	Mass. DCR	South Meadow Pond	Approved	4/11
Emerg. Cert.	U.S. Army	Devens South Post	Approved	5/11
NOI	Jay Moody	Lot 5, Seven Bridge Road	Approved	5/11
RDA	Lawrence and Nancy Neumann	8 Turner Lane	Approved	6/11
NOI	Horn Packaging	580 Fort Pond Road	Approved	6/11
NOI	Town of Lancaster	Landfill on Lunenburg Road	Approved	6/11
RDA	Town of Lancaster	Community Center on Main Street	Approved	6/11
NOI	Bolton Fair, Inc.	Fairgrounds on Seven Bridge Road	Approved	6/11
ANRAD	Keyway Properties	1558 Lunenburg Road	Approved	7/11
RDA	Town of Lancaster	Blood Forest on Brockelman Road	Approved	6/11
NOI	Paul Rich	Lot 4, Bolton Station Road	Approved	7/11
NOI	Robert Jackson	67 Shirley Road	Approved	7/11
NOI	John LaFlamme	204 Fire Road 3	Approved	7/11
RDA	David King	1 Mountain Laurel Lane	Denied	10/11
COC	Sam Kaufman	Lot 4, 453 Brockelman Road	Approved	8/11
NOI	Kathleen Skelly	120 Fire Road 11	Approved	8/11
NOI	Lancaster Development Corporation	Lots 1 and 2, Devonshire Way	Approved	8/11
NOI	James Monroe Wire and Cable Corporation	767 Sterling Road	Approved	8/11
NOI	U.S. Army	Devens South Post	Approved	9/11
RDA	Keyway Properties	1558 Lunenburg Road	Approved	9/11
RDA	Gary Griffin	4 lots, Runaway Brook Road	Approved	9/11
EO	Bolton Fair, Inc.	Fairgrounds on Seven Bridge Road	Approved	9/11
NOI	Lancaster DPW	Culvert on George Hill Road	Approved	10/11
NOI	White Oak Stables	Off of White Pond Road	Approved	
NOI	William and Mary Parenteau	93 Ponakin Road	Approved	10/11
COC	Andrea Grafton	Fort Pond Inn Road	Approved	10/11
NOI	David King	1 Mountain Laurel Lane	Approved	11/11
COC	Robert Sheketoff	Lot 3, Goss Lane	Approved	12/11

Conservation Areas

The Commission is looking to the future of several of its conservation areas by developing master plans for each of these areas. A small team has been assigned to create the plan for each of the following areas in 2012:

- Eagle Ridge Conservation Area – off of Mary Catherine Drive
- Runaway Brook Conservation Area – off of Runaway Brook Road
- Devonshire Estates Conservation Area – off of Devonshire Way
- Cook Conservation Area – off of Lunenburg Road
- Robert J. Frommer Conservation Area at Bartlett Pond – off of Rt. 117 (North Main Street)

- The master plans will determine the best conservation and recreational use for each site, along with an implementation plan for bringing these uses to fruition.

Land Acquisition

- The Commission tabled a discussion on the purchase of 61A property located at Lot 1 Brazao Lane until early 2012.

Other Business

- In November 2011, the Administrative Assistant to the Conservation Commission, Linda Michalak, retired after five years of dedicated service to the Commission. The Conservation Commission would like to thank Linda for her excellence and professionalism during her tenure with the Town of Lancaster. We wish her the best in her retirement.

What's New for 2012

Some of the Commission's upcoming activities in 2012 will include the continued conservation of open space properties, maintaining the conservation land throughout the town to provide a rural environment for the residents to enjoy, working with potential developers in seeking permanent conservation easements for path systems, and similar ideas for a variety of other conservation-oriented projects.

The Lancaster Conservation Commission is a seven-member appointed board, with associate members. The Commission meets on the first and third Tuesdays of each month at 7:00 PM at the Lancaster Community Center. Everyone is welcome to join the Commission 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, we welcome citizen's questions, comments or suggestions. Please feel free to contact us at 978-368-4007, npiazza@lancasterma.net or jggalliardt@lancasterma.net. For more information on Conservation issues in Lancaster, please

visit us on the town's web site: www.ci.lancaster.ma.us.

Respectfully submitted,
Peter Farmer, *Chair*
Ruth Anderson, *Vice-Chair*
Brooke Blew
Alexandra Turner
Ted Manning

Eric Schreiber
Ken Rapoza
Tom Early, *Associate Member*
Jean Lidstone, *Associate Member*
Mark Melican, *Associate Member*
Cara Sanford, *Associate Member*

Open Space and Recreation Committee

The mission of the Lancaster Open Space and Recreation 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 of this effort.

We had a busy year in 2011. Here is some of the work we did:

- Got our 2009-2016 Open Space and Recreation Plan finalized and approved by the State. We are now eligible for state grants.
- Our large project of the year continued to be the Thayer Field Recreation Campus Project that we started planning over a year ago. Please read more about this project, below
- The Water Resource District Task Force that was created in 2010 completed its advisory meetings in January and made a recommendation to the Planning Board in April 2011. The Task Force recommendation is to expand the Water Resource District to cover Lancaster's existing "Zone II" water supply protection areas designated by the MassDEP as well as the area of the proposed new well site on Route 110 by the Bolton Flats Wildlife Management Area.
- In collaboration with the Commission on Disability, met with the State Office of Fishing and Boating Access, the State Office of Disability, and the Town Administrator to discuss site access modifications for persons with disability at the "to be constructed" Pellechia car-top boat launch on Route 70.
- Drafted "Land Protection Focus Areas" ranking matrix and GIS maps, which will be completed in early 2012. These land protection focus areas arise from the Open Space and Recreation Plan update process, which includes guidance from Mass Fish and Game;
- Drafted an advisory document for the Select Board about exercising the municipal "Right of First Refusal Process" on land proposed for Chapter tax status conversion;
- Began to process of collaborating with the Town Forest Committee to discuss working together on a Town-wide Forestry and Silviculture Plan.
- Collaborated with the Lancaster Friends of the Nashua River in forming a task force to work with town officials to open the locked gates and improve the entrance to the Nashua River Greenway Cook Conservation Area on Route 70 by "adopting" the entrance, the 2 ½ mile trail, and Greenway area as a service project. This project is in collaboration with the Conservation Commission and the Open Space and Recreation Committee.

- Continued to work with the Conservation Commission to develop land stewardship plans for town-owned conservation land. This initiative is ambitious and will take several years.
- Collaborated with The Thayer Memorial Library and the Lancaster Friends of the Nashua River in recruiting speakers for its Rosemary Davis environmental series.

The Thayer Field Recreation Campus Project

Planning activity surrounding the “Thayer Field Recreation Campus” project took on full focus during 2011. The established Thayer Field Task Force developed a mission statement for the 23 acre multi-generational, multi-recreation community campus project. As part of bringing this project towards PARC Grant Writing submittal for July 2012, many efforts have been tackled and accomplished, including identifying and completing ten (10) individual project plan team ideas and presentations for the Campus, Parcel Wetland Delineation in conjunction with the completion of parcel Survey and Topographical map. Completing these efforts, while working with the Montachusett Regional Planning Commission, led the Task Force to a working UMASS Landscape/Architectural site development presentation which was delivered by the UMASS students December 8, 2011. The Thayer Field Task Force continued their

ever-important open collaboration and outreach throughout the year with other Lancaster Town Committees and residents. This included establishing a Thayer Field Website, completing a town-wide survey and meeting to review status with respective town committees including Finance Committee, Planning Board, Conservation Commission, Recreation Committee, Board of Selectman as well as a specialized letter to all Parcel Abutters. Positive feedback has been received by all. Interest continues to be fostered in support of this intended Lancaster citizen recreation campus. For 2012 the Task Force will be focusing on establishing Non-Profit status so as to establish and commence fundraising efforts as Site Development plans are pulled together, project budgets are defined and grant writing submittal is prepared for submission.

Lancaster Agricultural Commission

The mission of the Agricultural 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
- Shall pursue all initiatives appropriate to creating a sustainable agricultural community

The Agricultural Commission worked to keep the Lancaster Farmer’s Market open in 2011; Margo Meyer was Market Master and key to the success of the market. Also in 2011 the Lancaster Agricultural Brochure was completed and printed. The Right to Farm

The Agricultural Commission's goal for 2012 is to continue to work on promoting Lancaster Agriculture

The Agricultural Commission is a five-member appointed board with up to two

Signs were completed.



Rain Barrels at the Farmers Market (O. Pacheco)

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

Respectfully submitted,
David Kilbourne, *Chair*
Peter Jakubowicz, *Vice-Chair*
Susan Miner, *Clerk/Treasurer*
Eric Jakubowicz
Kurt Schuffels
Maria Moreira, *Alternate Member*

Energy Commission

The Lancaster Energy Commission is a five-member board whose charter is to advise and make recommendations on energy use, monitoring and energy efficiency measures in Town-owned facilities.

The Commission first started meeting in early 2010, and very quickly created a work plan for each of the Town's facilities. They also worked with the Planning Director and Town Administrator on seeking the Green Community designation and applying for several grants that were made available as a result of the designation.

One of the criteria for becoming a Green Community is that the Town must reduce energy consumption by 20% over the next five years. To achieve this goal, the Commission has started to undertake the following actions:

- Energy Efficiency and Conservation Block Grant (stimulus program) – received funding and installed two new heating systems at the Police Station and Central Fire Station, and a controller upgrade on the Library heating system.
- Green Communities Grant – received funding and installed lighting upgrades in all of the Town's buildings, as well as installed two energy controller systems at the Town's two well pumps. A new heating system may also be installed at the Town Hall.
- Energy Audits – audits were completed for the Town Hall and the three DPW buildings. Building envelope improvements have been recommended for all these facilities and will be implemented as part of an anticipated award from the next round of the Green Communities grant.
- Landfill Solar Array Facility – a public bid was conducted and an award made. The construction is expected to begin by Summer 2012.
- Municipal Aggregation – two RFPs have been received and are currently being evaluated. An award is expected during Winter 2012, with a roll-out of the program in Spring 2012.
- Electric Vehicle Charging Station – received a DOER grant to install an electric vehicle charging station at the Johnny Appleseed Visitor Center on Route 2.
- Mass Energy Insight – all of the Town's energy usage for the last 18 months has been entered and monthly reports can now be generated for analysis of energy consumption.

Last year, it was our goal to have measurable results in the reduction of electricity and fuels by the end of 2011. We have already seen at least a 25% reduction in electricity use at the Town's well pumps, which is significant seeing as this is one of the top electricity consumers in the Town. We are also seeing savings in propane at the Police Station and we are only in the middle of the heating season.

The Commission will continue to monitor each facility and vehicle and maintain a reporting system that will show fiscal savings, as well as a reduction in our carbon footprint.

The Commission will also promote education and outreach to the Town's citizens. There are plans to launch a web site, mail an annual newsletter, install informational kiosks, host energy forums, and provide a school curriculum.

The Energy Commission meets on the first Thursday of each month at 4:00 PM at the Lancaster Community Center. All citizens are welcome to join the Commission 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 or at npiazza@lancasterma.net. For more information on Energy issues in Lancaster, please visit us on the Town's web site: www.ci.lancaster.ma.us.

Respectfully submitted,
Don Atkinson, *Chair*
David Dunn, *Vice-Chair*
Jay Moody, *Clerk*
Bill Spratt
Andrew Detsikas

Lancaster Community Center



Mission Statement

"The Lancaster Community Center will protect and preserve the Tercentenary Building (dedicated in 1953) and provide a meeting place and facility to service the active groups and residents of the Town of Lancaster. We seek to preserve and protect the history of the Tercentenary Building for the next 300 years, while operating the facility in an inclusive, responsible, professional and efficient manner."



Ribbon Cutting Ceremony

The Lancaster Community Center officially opened on June 26, 2011, after several years and countless hours of effort. Since then, the facility has enjoyed a growing utilization. It is now home to local community organizations including Boy Scouts, Cub Scouts, Girls Scouts, Lancaster 4H, Veterans, Commission on Disability and Council on Aging. Recreational programs include basketball, volleyball, yoga, and Pilates, with much more coming. The Senior Center serves lunch four days a week, hosts BINGO and cribbage, and more.

The building is under the oversight of a volunteer Board of Directors. Current appointed members are: David James (Chair), Marie Sullivan (Secretary), Larry

Schultz, Steve Mudgett, Stan Starr, and Noreen Piazza (Town Staff).

After opening, we have experienced typical issues associated with an old building: water leak in the Senior Center, issues with the heating system, etc. We continue to work through issues as they arise, and we appreciate the patience and understanding of the many groups who now use the facility. When you check out the calendar on our page of the town's web site, you will see how busy we are! Looking forward, the facility needs a wheelchair lift to be in full compliance with ADA requirements, and to allow the full use of the gymnasium and stage facilities.



Volunteers Planting behind the Community Center (The Item, Bigelbach)



Bigelbach and Hazen (The Item, Bigelbach)

Lancaster Land Trust

The Lancaster Land Trust did not submit a report for 2011.



Dexter Drumlin (A. Turner)



Dexter Drumlin (A. Turner)



South Fire Station (B. Bartlett)

V. PUBLIC SAFETY

Police Department

I am pleased to submit my 15th annual report for the Lancaster Police Department. The Police Department has had another busy year, and the job isn't getting any easier. The Police Department has not seen nor requested a staffing increase in a number of years, mainly due to the difficult financial times that everyone has been dealing with. But if our calls for services and the number of complaints we receive concerning traffic issues continues to increase at such an alarming rate, we will have no choice but to request a staffing increase.

During the past year the Communications Center received approximately 7,100 calls for our services, up from 6,250 calls in 2010, an increase of over 15%. Besides our own calls, the Police Department responds to all ambulance and fire calls. The number of incidents that required further investigation numbered 326, of which 221 were incidents that were reported crimes; the rest were non-crime related. The previous year we received 162 reported crime incidents; the increase over 2010 was over 35%. Both of these areas – calls for service and incidents of reported crime – take a great deal of manpower hours and reduces the number of hours that are spent on pro-active patrol. Keeping that thought in mind, we have seen a large drop in the number of citations written by the officers from 1200 in 2010 to 800 in 2011. The reduced patrol time previously mentioned has a lot to do with this. The area that the Police Department receives the most complaints from residents about is traffic issues, speeding being at the top of the list. With the increase of calls and crimes we have been unable to maintain a level of enforcement that is acceptable to us, but we don't have the manpower needed to improve service.

The last couple of years have seen our accident rate go up, which means that the insurance rates on the motor vehicles that our residents operate has also gone up; the

Just another reminder, during the good weather months the Police Department still uses two radar trailers to assist us with the speeding motor vehicle problems. The trailers 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 trailers are placed is determined by the complaints that we receive from residents and a good safe location to place the trailer. If any resident would like the radar trailer to be set up in their neighborhood and would allow the unit to be placed on their property, please contact the Police Department at 978-365-2544.

During the year 2011 another one of our fulltime police officers, Brett Thompson, transferred to the Leominster Police Department, where he will join Officer Juan Ramos, who transferred there last year. Brett was a hard-working, dedicated police officer and will be missed by the Police Department. We wish him the best in his job change. The two openings that were made by the officers leaving were filled by two long-time town residents. Patrick Mortimer was appointed a police officer and began work in June of 2010. He came on board fully trained, as he had put himself through the Police Academy and was working part-time in Boxborough. He is a highly motivated police officer and will be a real asset to our department. Andre Shaw was appointed to fill the other position. He attended the Boylston Police Academy, beginning in July 2010 and graduated in December. He has completed his in-house training and is currently working the midnight to 8 a.m. shift.

As always I would like to thank my Administrative Assistant, Francine Moody, Dispatch Supervisor Kathleen Pierce, 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

number of accidents that a community has affects the rate that can be charged. Also, the last couple of years I have stated that the Police Department would attempt to be proactive and increase our traffic enforcement presence in the high volume accident areas and enforce the traffic laws in an attempt to lower our accident rate. We were able to stabilize our accident rate, as we responded to 177 accidents, down from 179 in 2010.

myself during the year.

Respectfully Submitted,
Kevin D. Lamb
Chief of Police

Lancaster Police Records Analysis Report 01/01/2011 - 12/31/2011

Case Activity Statistics

Total Offenses Committed:	586
Total Felonies:	230
Total Crime Related Incidents:	221
Total Non Crime Related Incidents:	0
Total Arrests (On View):	31
Total Arrests (Based on Incident/Warrants):	19
Total Summons Arrests:	26
Total Arrests (Unspecified Type):	0
Total Arrests:	76
Total P/C's:	1
Total Juvenile Arrests:	1
Total Juveniles Handled (Arrests):	1
Total Juveniles Referred (Arrests):	0
Total Hearings:	4
Total Summons:	88
Total Open Warrants:	8
Total Open Default Warrants:	0
Total Orders:	25

Orders

Orders	Occurrence(s)	% of Total
Involving Alcohol	4	21.1%
Involving Drugs	5	26.3%
Involving Illness	2	10.5%
Involving Children	8	42.1%
Total Occurrences	19	100.0%

Incidents of Crime

Crime Incidents	Occurrence(s)	% of Total
Involving Domestic Violence	11	40.7%
Involving Gang Activity	0	0.0%
Involving Alcohol	4	14.8%

Involving Drugs	2	7.4%
Involving Computers	10	37.0%
Involving Alcohol and Drugs	0	0.0%
Total Occurrences	27	100.0%

Arrests

Arrests	Occurrence(s)	% of Total
Involving Domestic Violence	9	60.0%
Involving Gang Activity	0	0.0%
Involving Alcohol	5	33.3%
Involving Drugs	1	6.7%
Involving Computers	0	0.0%
Involving Alcohol and Drugs	0	0.0%
Total Occurrences	15	100.0%

Geographical Analysis 01/01/2011 - 12/31/2011

Street Name	Incident	Arrest	Accident	Citation	Interview	Order	Parking Tkt
Unknown	0	0	0	1	0	0	0
Bennett Ln	3	0	0	0	0	0	0
Bigelow Gar	1	0	0	0	0	0	0
Bigelow Rd	2	0	0	0	0	0	2
Blue Heron Dr	1	0	0	0	0	0	0
Bolton Rd	6	2	6	32	2	0	0
Bolton Station Rd	1	0	3	1	0	0	0
Bradbury Ln	1	0	0	0	0	0	0
Bradbury Rd	1	0	0	0	0	0	1
Brian Rd	1	0	0	0	0	0	0
Brockelman Rd	7	2	3	2	0	0	0
Bull Hill Rd	1	0	0	0	0	0	0
Burbank Ln	1	0	0	0	0	0	0
Carter St	4	0	0	0	0	0	1
Centerbridge Rd	8	0	2	18	0	0	0
Chace Hill Rd	5	0	3	2	0	0	0
Charlotte St	0	2	2	1	0	0	0
Chisholm Trl	1	0	0	0	0	0	0
Cleverly Cove Rd	1	0	0	0	0	0	0
Connor Ln	1	0	0	0	0	0	0
Creamery Rd	1	1	0	1	0	0	0
Deershorn Rd	4	3	0	2	0	1	0
Devonshire Way	1	0	0	0	1	0	0
Duval Rd	3	0	0	0	0	0	0
Fire Rd #1	1	0	0	0	0	0	0
Fire Rd #10	1	0	0	0	0	0	0
Fire Rd #11	1	0	0	0	0	0	0
Fire Rd #12	1	0	1	0	0	1	0
Fire Rd #53	1	0	0	0	0	0	0
Forbush Mill Rd	0	0	0	3	0	0	0
Fort Pond Rd	3	1	3	0	1	0	0
Fort Pond Inn Rd	2	1	0	0	0	0	0
George Hill Rd	6	1	4	4	2	0	0
Gorham Ave	0	1	0	0	0	0	0
Goss Ln	1	0	1	3	0	0	4
Greeley St	1	0	0	0	0	0	0
Harvard Rd	7	0	0	1	0	4	1

Harvard Rd (Prison)	0	0	1	0	0	0	0
Hemlock Ln	1	0	0	0	0	0	0
High Street Ext	6	1	7	34	0	0	0
Highfield Dr	1	0	0	0	0	0	0
Hill Top Rd	1	0	0	0	0	0	0
Holiday Ln	1	0	0	0	0	0	0
Hollywood Dr	5	0	0	0	0	0	0
Houghton St	0	0	0	1	0	0	0
Ivy Dr	1	0	0	0	0	0	0
Kaleva Rd	2	0	0	0	0	0	0
Kelly Dr	0	0	0	0	0	1	1
Kilbourn Rd	1	0	0	0	0	0	0
Kinnear Ave	1	0	0	0	0	0	0
Lancaster Rd	0	0	1	0	0	0	0
Langen Rd	6	4	6	25	0	0	0
Lee St	0	0	1	0	0	0	0
Lunenburg Rd	10	5	25	94	1	1	0
Magnolia Ave	0	0	0	0	0	0	1
Main St	22	11	11	57	2	0	1
Maple St	2	0	0	0	0	0	0
Meditation Ln	0	0	0	0	0	1	1
Mill St	10	0	2	6	0	0	0
Mill Street Ct	1	0	0	0	0	0	0
Mill Street Ext	5	0	3	10	0	0	0
Moffett St	2	0	0	0	0	0	0
Mt Laurel Ln	2	0	0	0	0	0	0
Myles Standish Rd	3	0	0	0	0	0	0
N Main St	22	5	26	83	1	0	0
N Shirley Rd	2	0	0	6	0	0	0
Narrow Ln	4	0	0	4	0	0	0
Neck Rd	9	0	0	1	0	3	0
Nicholas Dr	1	0	0	0	0	0	0
Old Common Rd	5	2	2	2	0	0	0
Old County Rd	1	0	1	0	0	0	0
Old Hickory Rd	2	0	0	0	0	0	0
Old Union Tpke	12	4	10	21	0	0	0
Packard St	1	0	1	0	0	0	0
Paine St	1	0	0	0	0	0	0
Parker Rd	5	4	6	11	1	0	0
Ponakin Rd	6	1	0	0	0	0	0
Prescott St	4	2	1	2	1	0	2
Route 190 South Bound	0	0	0	1	0	0	0
Route 2 East Hwy	0	0	1	0	0	0	0
Rt. 117	0	0	0	1	0	0	0
Route 2	0	1	0	1	0	0	0
S Main St	28	7	12	46	0	0	1
S Meadow Rd	7	0	3	4	0	0	0
Sawyer St	2	0	0	0	0	0	0
Settlers Path	2	0	0	0	0	0	0
Seven Bridge Rd	5	5	11	22	0	0	0
Shannon Way	1	0	0	0	0	2	0
Shasta Dr	0	0	0	0	0	0	1
Silver St	0	0	0	0	0	0	1
Spec Pond Ave	3	0	0	0	0	1	0
Spectacle Pond Rd	2	0	0	0	0	0	0
Sterling Rd	10	2	3	14	0	1	0
Sterling St	12	5	5	21	0	0	0
Still River Rd	1	1	2	6	0	0	0
Sylvan Rd	2	0	0	0	0	0	1
Vincent Ave	1	0	0	0	0	0	0
White Pond Rd	6	0	0	0	0	0	0
Winslow St	0	1	1	0	0	0	0
Woods Ln	2	0	1	0	0	0	0

TOTALS	322	75	171	544	12	16

Records Analysis Report 01/01/2011 - 12/31/2011

Type of Property Stolen/Recovered (\$Value)

Type of Property	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Automobiles													
Stolen:	0	0	0	0	0	10000	0	0	0	0	0	0	10000
Recovered:	0	0	0	0	0	0	1000	0	0	0	0	0	1000
Bicycles													
Stolen:	0	0	0	0	0	250	0	0	0	0	0	0	250
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Clothes/Furs													
Stolen:	40	0	0	0	0	0	0	0	0	0	0	0	40
Recovered:	0	0	0	0	0	0	0	0	0	400	0	0	400
Computer Hardware/Software													
Stolen:	0	0	0	0	700	0	550	0	0	0	2850	0	4100
Recovered:	0	0	0	250	0	0	0	0	0	0	0	5700	5950
Consumable Goods													
Stolen:	0	0	0	0	0	0	30	1	0	0	0	90	121
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Credit/Debit Cards													
Stolen:	32	0	1103	1000	75	0	0	469	500	0	149	2210	5538
Recovered:	0	0	0	0	0	200	0	0	10	0	0	0	210
Drugs/Narcotics													
Stolen:	0	0	0	0	0	0	0	0	0	0	100	0	100
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Firearms													
Stolen:	0	0	0	0	0	600	0	0	0	0	0	0	600
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Heavy Construction & Industrial Equip.													
Stolen:	0	0	0	0	0	0	0	0	0	25000	2500	0	27500
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Household Goods													
Stolen:	0	0	0	0	0	0	0	40	0	0	0	0	40
Recovered:	0	100	0	40	0	0	0	0	0	0	0	0	140
Jewelry/Precious Metals													
Stolen:	0	0	950	2000	0	4500	260	0	2470	0	1000	1000	12180
Recovered:	0	0	0	0	0	3325	1	0	0	0	0	500	3826
Livestock													
Stolen:	0	0	0	0	0	0	0	0	0	1000	0	0	1000
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Merchandise													
Stolen:	0	0	0	0	60	0	0	0	0	0	63	0	123
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Money													
Stolen:	522	23	4034	100	722	2388	1313	59	15367	5147	245	1555	31475
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0

Nonnegotiable Instruments													
Stolen:	0	0	0	0	0	0	0	0	760	0	0	0	760
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Office-Type Equipment													
Stolen:	0	0	0	0	0	0	0	400	0	0	0	0	400
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Purses/Handbags/Wallets													
Stolen:	0	0	0	0	0	100	400	0	220	0	0	0	720
Recovered:	0	0	0	0	0	0	50	0	0	50	0	0	100
Radios/TVs/VCRs													
Stolen:	0	80	800	0	500	0	2200	0	0	0	0	0	3580
Recovered:	0	0	0	0	0	75	0	0	0	0	0	0	75
Recordings-Audio/Visual													
Stolen:	0	0	0	0	0	0	200	0	0	0	0	0	200
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Tools													
Stolen:	1000	0	0	0	0	0	200	0	0	0	0	0	1200
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Trucks													
Stolen:	0	0	0	0	0	0	0	10000	0	0	0	0	10000
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Parts & Accessories													
Stolen:	0	0	0	0	0	35	300	5050	0	0	993	260	6638
Recovered:	0	0	0	20	0	0	0	0	0	27600	0	0	27620
Watercraft													
Stolen:	0	0	0	0	0	0	0	0	0	0	0	2500	2500
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
Other													
Stolen:	250	800	0	1350	730	81	2600	135	3255	0	1221	13500	23922
Recovered:	0	100	0	450	0	0	0	0	70	0	0	0	620
Pending Inventory													
Stolen:	0	500	0	0	0	0	0	1	0	0	0	0	501
Recovered:	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS													
Stolen:	1844	1403	6887	4450	2787	17954	8053	16155	22572	31147	9121	21115	143488
Recovered:	0	200	0	760	0	3600	1051	0	80	28050	0	6200	39941

Lancaster Fire Department

The Lancaster Fire Department experienced major changes in its officer structure during the year. John Fleck, who had been the Fire Chief for the past six years, left the department in January to take a position with the Lexington MA Fire Department. He had been the town's first full-time fire chief, and during his tenure we made numerous changes, many improvements, and came a long way as a call fire department. We all want to wish John the best of luck in his new position. After many meetings and discussions I was appointed as the Acting FIRE Chief. Also, during the year Michael Hanson, the town's full-time firefighter, was promoted from captain to deputy chief, and Courtney Manning was promoted from Lieutenant to captain.

The Fire Department responded to 301 calls for emergency service in 2011. The town was very fortunate this year, as we only had one major structure fire and the firefighters performed their duties extremely well and the fire was contained to two rooms. The Fire Department responded to 107 rescue and emergency medical responses.



Neck Rd Fire (S. Laprade)

Immediately upon taking over the Fire Department I was presented with a budget for the year that had been prepared by Chief Fleck and was informed that a meeting was scheduled with the Finance Committee to review the budget. The budget was reduced in a few areas but we have been able to maintain the current level of services to the town residents. Training of the firefighters for the Fire Department continues to be a priority. Maintaining a high level of training and placing an emphasis on firefighter safety will be a challenge with the reduction in budgets and limited grant opportunities.

This year the Fire Department will be requesting approximately \$56,000 to replace the current firefighting gear worn by the firefighters. The gear was mostly purchased in 1994 and has outlived its shelf life and under NFPA standards is considered unfit for firefighting, primarily due to the wear and tear of the gear. In the past few months we have spent hundreds of dollars in gear repair. The current age of the gear and the condition of it greatly increases the risk of firefighter safety. Deputy Chief Hanson had submitted a federal grant in an attempt to get funding for new gear but our grant application was not chosen for support.

On October 29, 2011 a major snowstorm struck the area, knocking out power to 90% of the town for almost four days. Numerous roads were closed, a large number of trees were destroyed and wires were down everywhere. As a result of this storm an emergency shelter was opened at the Atlantic Union College gym, staffed by members of the fire and ambulance departments. The food was supplied by the Nashoba Regional School District and the meals were prepared by the Women's Auxiliary of the Fire Department. Everyone did a fantastic job, and I want to thank everyone who helped or donated something. The shelter was open for almost five days and assisted a large number of people from throughout the area.

I would like to take this opportunity to thanks Deputy Chief Hanson, Captain Manning, Dispatch Supervisor Kathleen Pierce and all the firefighters, other town department and boards for all their support and the assistance they have provided to the Fire Department and myself during the year. It has made the job of holding two positions a whole lot easier.

Respectfully Submitted,
Kevin D. Lamb
Acting Fire Chief

Records Analysis Report
01/01/2011 - 12/31/2011

Fire Incidents by Time and Day

Time	SUN	MON	TUES	WED	THU	FRI	SAT	TOTALS
1:00 AM	3	1	2	0	0	0	2	8
2:00 AM	0	1	0	1	0	1	0	3
3:00 AM	1	0	0	0	0	0	1	2
4:00 AM	1	0	1	0	0	0	0	2
5:00 AM	1	1	0	0	0	1	1	4
6:00 AM	1	2	3	0	1	1	2	10
7:00 AM	0	2	0	9	2	1	0	14
8:00 AM	3	1	0	3	3	1	0	11
9:00 AM	3	3	1	1	4	2	3	17
10:00 AM	1	3	0	4	2	2	3	15
11:00 AM	3	3	2	4	3	3	0	18
12:00 PM	2	1	4	2	0	1	3	13
1:00 PM	6	2	4	1	3	2	2	20
2:00 PM	6	4	3	4	2	3	2	24
3:00 PM	3	3	5	6	1	8	5	31
4:00 PM	3	2	1	3	2	1	2	14
5:00 PM	1	2	6	1	4	1	2	17
6:00 PM	0	2	4	2	2	4	0	14
7:00 PM	4	3	2	1	3	1	2	16
8:00 PM	3	1	0	3	4	1	1	13
9:00 PM	2	2	2	3	0	2	2	13
10:00 PM	1	1	0	1	4	1	1	9

11:00 PM	0	0	2	0	1	2	0	5
12:00 AM	3	2	1	0	1	0	1	8
TOTALS	51	42	43	49	42	39	35	301

Major Fires

Fires With More Than 3 Deaths, and Fires With A Loss Of Over \$1 Million Or The 3 Highest in Each Category

<u>Date, Number</u>	<u>Occupant Or Owner Name And Address, Property Use</u>	<u>Deaths</u>	<u>Dollar Loss</u>
11/2/2011 11-269-IN	002 NECK ROAD/1ST ON LEFT FROM MAIN ST END.2 Neck Rd 1 or 2 family dwelling	0	30,000.00
2/3/2011 11-29-IN	Street, other	0	10,000.00
2/2/2011 11-25-IN	Street, other	0	1,000.00

Fire And Accident Type Breakdown

<u>A: Structure Fires By Fixed Property Use</u>	<u>Number</u>	<u>Deaths</u>	<u>Injury</u>	<u>Dollar Loss</u>
1. Private Dwellings (1 or 2 Family)	2	0	0	30,000
2. Apartments (3 or More Families)	0	0	0	0
3. Hotels and Motels	0	0	0	0
4. All Other Residential	0	0	0	0
5. TOTAL RESIDENTIAL FIRES	2	0	0	30,000
6. Public Assembly	0	0	0	0
7. Schools and Colleges	0	0	0	0
8. Health Care and Penal Institutions	0	0	0	0
9. Stores and Offices	0	0	0	0
10. Industry, Utility, Defense, Laboratories	0	0	0	0
11 Storage in Structures	0	0	0	0
12. Other Structures	0	0	0	0
13. TOTAL STRUCTURE FIRES	2	0	0	30,000
B: Other Fires And Incidents				
14a. Fires in Highway Vehicles	5	0	0	13,500
14b. Fires in Other Vehicles	0	0	0	0
15. Fires Outside of Structures With Value Involved	0	0	0	0
16. Fires Outside of Structures With No Value Involved	6	0	0	0
17. Fires in Rubbish	1	0	0	50
18. All Other Fires	1	0	0	20
19. TOTALS FOR ALL FIRES	15	0	0	43,570
20. Rescue, Emergency Medical Responses	107	0	0	0
21. False Alarm Responses	66	0	0	0
22. Mutual Aid	3	0	0	0
23a. Hazmat Responses	35	0	0	0
23b. Other Hazardous Conditions	7	0	0	0
24. All Other Responses	68	0	0	0
25. TOTAL FOR ALL INCIDENTS	301	0	0	43,570

False Alarm Responses

<u>Type of Call</u>	<u>Number</u>
1. Malicious, Mischievous Fall Call	0

2. System Malfunction	30
3. Unintentional	35
4. Other False Alarms	1

Intentionally Set Fires

Type of Fire	Number	Deaths	Injury	Dollar Loss
1. Structure Fires Intentionally Set	0	0	0	0
2. Vehicle Fires Intentionally Set	2	0	0	2000

\$ Loss by Fire District/Incident Type

Fire District	Incident Type	\$ Loss
NORTH	Passenger vehicle fire	500
NORTH Total Dollar Loss		500
CENTER	Passenger vehicle fire	11,000
CENTER	Building fire	30,000
CENTER Total Dollar Loss		41,000
SOUTH	Dumpster or other outside trash receptacle fire	50
SOUTH	Fire, Other	20
SOUTH	Passenger vehicle fire	1,000
SOUTH	Passenger vehicle fire	1,000
SOUTH Total Dollar Loss		2,070
Grand Total Dollar Loss		43,570

Fire District Breakdown

Fire District	Occurrences	Percentage
South	135	44.9
Center	98	32.6
North	68	22.6
Total	301	100

Aid Given or Received

Aid Given or Received	Occurrences	Percentage
Mutual aid received	4	1.3
Mutual aid given	3	1
Other aid given	1	0.3
None	293	97.3

Incident Type

Incident Type	Occurrences	% of Total
Fire, Other	1	0.3%
Building Fire	1	0.3%
Chimney or Flue Fire, Confined to Chimney or Flue	1	0.3%
Passenger Vehicle Fire	5	1.7%
Brush, or brush and grass mixture fire	4	1.3%

Grass Fire	2	0.7%
Dumpster or other outside trash receptacle fire	1	0.3%
Overpressure rupture, explosion, overhear other	1	0.3%
Rescue, Emergency Medical Call (EMS) Call, Other	3	1.0%
Medical Assist, Assist EMS Crew	23	7.6%
EMS call , excluding vehicle accident with injury	1	0.3%
Vehicle Accident with Injuries	54	17.9%
Motor Vehicle/Pedestrian Accident (MV Ped)	1	0.3%
Motor Vehicle Accident with No Injuries	23	7.6%
Extrication of Victim(s) From Building/Structure	1	0.3%
Water & ice related rescue, other	1	0.3%
Gasoline or Other Flammable Liquid Spill	3	1.0%
Gas Leak (Natural Gas or LPG)	3	1.0%
Carbon Monoxide Incident	30	10.0%
Electrical Wiring/Equipment Problem, Other	1	0.3%
Power Line Down	5	1.7%
Building or structure weakened or collapsed	1	0.3%
Service Call, Other	7	2.3%
Lock-out	1	0.3%
Water Problem, Other	11	3.7%
Water Evacuation	2	0.7%
Public Service assistance, other	1	0.3%
Public Service	2	0.7%
Unauthorized Burning	3	1.0%
Cover Assignment, Standby, Moveup	4	1.3%
Good Intent Call, Other	11	3.7%
Dispatched & Canceled En Route	9	3.0%
Smoke Scare, Odor of Smoke	3	1.0%
False alarm or false call, other	1	0.3%
Smoke Detector Activation Due To Malfunction	8	2.7%
Alarm System Sounded Due to Malfunction	15	5.0%
CO Detector Activation Due to Malfunction	7	2.3%
Unintentional Transmission of Alarm, Other	1	0.3%
Sprinkler Activation, no fire - unintentional	1	0.3%
Smoke Detector Activation, No Fire - Unintentional	8	2.7%
Detector Activation, No Fire - Unintentional	4	1.3%
Alarm System Sounded, No Fire - Unintentional	20	6.6%
Carbon Monoxide Detector Activation, No CO	1	0.3%
Special type of incident, other	1	0.3%
Citizen Complaint	14	4.7%
Total	301	100.0%

Communications Center

2011 was increasingly busy for the Lancaster Communications Center. We received 7,083 calls. 315 were Fire Department related, and 619 were EMS related. The remaining 6,000+ calls were police related responses.

The Town would like to offer its thanks and congratulations to dispatcher Marilyn Moran, who retired in 2011 with over 25 years of service to the Town.

Ambulance Department

The Lancaster Ambulance responded to over 600 calls for service in 2011. This was a slight increase over last year's total of 556 calls. This was due to a general increase in all type of calls ranging from motor vehicle accidents to house call for general weakness, with respiratory type emergencies being the majority.

Level Service (B.L.S.) this individual is a valuable asset to the department and is able to maximize the level of care and advise ALS what is needed prior to their intercept. Also, we are fortunate to have our Medical Director, Dr. Marc Gautreau who lives in the area and responded to calls when available.

The Office of Emergency Medical Services (O.E.M.S.) has been reviewing

all Emergency Ambulance Data within the state and has made several changes in order to provide our patients with the best care possible in a timely manner. In the past with very few exceptions when a call came in for emergency service the ambulance would respond and transport the party to the closest hospital. Now we are required to first evaluate the patient and then transport them to a medical facility that will best suit their needs; this usually means U-Mass, Worcester. In addition, if the type of call requires Advance Life Support (A.L.S.) we have to provide that as well. These changes have affected the average length of a call.

As I mentioned last year, we added a Paramedic to our department. Even though our service is only licensed at the Basic



Disaster Drill June 2011 (The Item)

Department members continue to donate their time and energy to support various organizations. I would like to thank all the professionals who make up public safety group -- Dispatchers, Police, Fire and Department of Public Works. And last but certainly not least, I want to thank all the members of the Ambulance Department for their hard work and dedication.

Captain Everett Moody

Animal Control Commission

The Animal Control Commission (ACC) meets in the Senior Center of the Lancaster Community Center 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.

Animal Control Commission Members:

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

Animal Control Officer (Phyllis Tower)

The Lancaster ACO responded to the following calls in 2010:

ANIMAL CALLS

DOGS

-

barking	10
dogs chasing livestock	2
found	40
hit by vehicle	3 (one died)
injured	1
loose	41
neglect	5
reported missing	7
advice wanted	2
vicious	3
out of town callers	19

CATS 18 (3 hit and killed by cars)

LIVESTOCK 13

OTHER
cockatiel 1

WILDLIFE 33

QUARANTINES 2011

10 Day Quarantines:

Dog bite to human	10
Cat bite to human	1
Dog bite to another dog	2

45 Day Quarantines:

Cat with wounds of unknown origin (current rabies vaccination)	8
Dog with wounds of unknown origin (current rabies vaccination)	1

6 Month Quarantines:

Cat with wounds of unknown origin (no current rabies vaccination)	4
---	---

Animal Inspector (Phyllis Tower)

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

ANIMAL INSPECTOR - BARN BOOK						
ANIMAL	2011	2010	2009	2008	2007	
<i>Residences</i>	<i>49</i>	<i>45</i>	<i>40</i>	<i>35</i>	<i>37</i>	
Cattle	180	242	225	211	252	
Equine	108	120	118	101	130	
Goats	29	15	47	53	34	
Llamas/Alpacas	2	0	0	0	3	
Poultry	801	770	896	492	518	
Rabbits	13	20	15	16	15	
Sheep	16	0	20	30	0	
Swine	8	14	11	21	10	
Other	19	35	26	12	0	

OFFICE OF INSPECTIONAL SERVICES

Building Department

The following is a report of the activities of the Building Department for the calendar year 2011.

Purpose of Building Permit	Number of Permits	Construction Value
Residential		
One family dwelling	9	1,811,000.00
Two family dwelling	2	320,000.00
Additions & Alterations	65	1,490,349.00
Garages	4	126,450.00
Miscellaneous	98	767,422.00
Non-residential additions/alterations	4	789,829.00
Non-residential new construction	0	0
Demolition	4	U/K
TOTAL:	186	5,305,050.00

Fees collected in 2011	Number of Permits	Fees Collected
Building Permit	186	64,271.00
Trench Permits	16	120.00
Plumbing/ Gas permits	120	12,660.00
Wiring permits	136	12,375.25
Weights and measures	10	995.00
Total:	468	90,421.25

There were 186 Building Permits issued in 2011. This indicates poor economic times. From 2005 the Building Department averages around 255.6. This year we had fewer permits than last year (29) and less construction value. I am optimistic for more construction to take place in the coming year. We still have a significant number of proposed projects currently approved.

The citizens of Lancaster should be aware that a building permit must be obtained prior to any construction, alteration, repair, demolition or to change the use or occupancy of a building. Fees may be doubled if you do not obtain the proper permits. There are other permits that may also be required such as (Plumbing, gas, and electrical).

The building department realizes that we are all going through some severe economic challenges. Lancaster residents should be advised that if there are any questions regarding the permit process to

Thanks to all the local departments for their cooperation and continued dedication, also thanks to the various boards and commissions for their cooperation in the building permit process.

I would like to acknowledge the departure of the sealer of weights & measure officer, Edward R. Seidler. His contributions and dedication for services are recognized and appreciated by this office.

The Massachusetts State Building Code 780 CMR and local Zoning By-Laws will be strictly enforced. 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.

It is with great pleasure that I may serve the Town of Lancaster citizens.

Respectfully submitted,
Peter M. Munro,

please call the building department.

Building Official / Zoning Enforcement
Officer

VII. DEPARTMENT OF PUBLIC WORKS

Board of Public Works

The Board of Public Works reorganized for 2011 as follows. John J. King, Chairman, John P. Sonia, Clerk, and James A. Laite, Third Member.

The Board has been working with the Town Administrator on several projects including

projects to improve the safety of the intersections of Lunenburg Road and Mechanic Street, and the Five Corners intersection.

We have three divisions within the Department and their reports follow.

Highway Division

The winter of 2010/2011 proved to be very challenging with record snow falls pushing our equipment, manpower and budget to the limits.

Flooding continued to keep us busy in 2011, which was compounded with work left over from the floods of March and April of 2010.

Investigating the cause of the sink hole under the culvert on George Hill consumed many man hours. An uncapped or broken sewer stub was identified and repaired. The culvert repair should be completed in the spring of 2012.

The Highway Department completed many projects during Fiscal year 2011. These projects include, but were not limited to:

- Culvert replacement on Deershorn Rd.
- Culvert replacement on Hill Top Rd.
- Pavement repairs on many roads at various locations.

- Annual work completed such as:
 - Street sweeping
 - Roadside mowing
 - Over 600 catch basins cleaned (some bi-annually)
- Line Painting was done on all main roads and most secondary roadways:
 - 270,000 feet of centerlines
 - 368,000 feet of edge lines
 - 80 stop lines
 - 28 crosswalks

Maintenance on all street signs was completed in 2011 as well as the repair of several catch basins.

Through the recycling of leaves, lawn clippings and manure donations from some of the local horse farms approximately 1000 yards of compost was generated which residents can access for free at the Highway Department.

Scott MacDonald
Highway Department Foreman

Cemetery Division

I would like to thank all the people for the numerous cards, phone calls, prayers and concerns during my recovery from a serious motorcycle accident I was involved in,

With help from F.E.M.A., we weathered another severe ice/snow storm. As you may have noticed National Grid and Lewis Tree have been working closely

which laid me up for five to six months.

On a good note, my coworkers went above and beyond to pick up the slack.



Cemetery (A. Turner)

Water Division

2011 was a high year for pumping water at 346,753,000 gallons pumped. For the year 2011 there were 153 samples taken for various qualities reports mandated by the Massachusetts Department of Environmental Protection – Drinking Water Program. The Water Division continues to update the meter replacement program, with over three quarters of the town completed. I want to thank the customers for their cooperation during this process. The Division repaired 14 various water leaks

with us on an extensive cutting program to clear power lines from tree debris. We have also removed many problem trees so hopefully between these two programs power outages will be kept to a minimum in the future.

During the year the M.C.I. crew program has been cut, which may make the spring clean-up and grounds maintenance more difficult this year. We will do our best to keep up.

As always, if you have any questions or concerns, please feel free to contact us.

Thank you
Larrie Knoll
Cemetery Department Foreman

throughout the system during the year. We had a very busy year helping the Highway Division in the snow removal operations. In November DeFelice Construction finished the 12 inch water line on Neck Road; with this done fire protection for this area has improved considerably. This coming year the Division plans on replacing more water pipe in the Neck Road area. As in the past we ask that you continue your conservation efforts.

Robert Pelletier
Water Division Foreman

VIII. CULTURE AND RECREATION

Trustees of the Thayer Memorial Library

During its 149th year of free public library service to the citizens of Lancaster, the Thayer Memorial Library continued its tradition of providing access to a variety of

media choices, programs, and services while devoting substantial time preparing for its 150th Anniversary next year.

Budget

From January to June the library operated on the final six months of FY2010's municipal

appropriation. Table 1 illustrates the Library's total operating municipal

appropriation. Likewise, from July to December the library operated on the first six months of FY2011's municipal

appropriations for each *fiscal* year, affecting *calendar* year 2011.

**TABLE 1
FY11 AND FY12 MUNICIPAL APPROPRIATIONS**

<i>Fiscal Year</i>	<i>Months Utilized in Calendar 2011</i>	<i>Total Fiscal Year Municipal Appropriation</i>	<i>Δ% from Previous Fiscal Year</i>
FY2011	Jan through June	\$245,531	3.97%
FY2012	July through Dec	\$254,268	3.56%

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 FY2011 and expects to do so in FY2012 as well. As a result of meeting all of the

Commonwealth's requirements for public library service, the Thayer Memorial Library incrementally received a FY2011 State Award totaling \$11,044.

Highlights of meeting the requirements of the Massachusetts Board of Library Commissioners (MBLC) over the course of calendar 2011 include:

- Maintaining the library's Minimum Appropriation Requirement (MAR) provided by the Town for both fiscal years.
- Sustaining 49 hours of public service per week.
- Meeting the Materials Expenditure Requirement (MER) by purchasing at least 16% of the municipal appropriation on books and other media. In FY2010 the Library managed a MER of \$43,874, of which the town's municipal appropriation provided 58% of the total. If the MER in FY2012 remains \$42,203 (the current estimate), then the town's municipal appropriation will fund 70% of it.

While the Library met all service standards established by Commonwealth statutes and regulations, it would not be able to exist as it did throughout calendar 2011 without having augmented the town's municipal appropriations with non-appropriated or fee-based sources of income. Over calendar year 2011, the library spent more than \$68,840 in non-appropriated or fee-generated funds.

The library spent \$28,170 of its *State Aid* income over calendar year 2011. Notable State Aid expenditures included purchasing heat tape for the roof (\$9,145); repairs, maintenance services & supplies (\$4,176); repointing the masonry in the rear entranceway (\$2,800); purchasing office supplies (\$2,420); fixing the granite steps at the front entrance (\$2,400); paying for wages & professional development (\$2,412); supporting Museum services (\$1,161); updating the Library's burglar alarm system (\$1,041); purchasing a snowblower (\$977); purchasing books and other media & supplies for the general collection (\$588); purchasing a lawnmower (\$480); purchasing computer equipment &

Trust Fund expenditures included purchasing books and other media for the general collection (\$7,490); repairs, maintenance services, & supplies (\$796); purchasing computer equipment & services (\$546); and purchasing miscellaneous goods and services (\$105).

The library manages a number of *revolving accounts* used to collect revenue and to make targeted purchases. Over calendar year 2011 the library spent \$7,355 from its *revolving accounts* to purchase books and other media for the general collection (\$6,103); to maintain and supply its public copy machine (\$1,101); and to purchase other miscellaneous supplies (\$150).

The library maintains several *gift accounts* (*Nathaniel Dexter Book Fund, Friends of the Thayer Memorial Library Gift Fund, Rosemary Davis Memorial Fund of Greater Worcester Community Foundation, The Progin Foundation Gift Fund, and the Lancaster Current Topic Gift Fund.*) established to accept donations from individuals, estates, and organizations. Over calendar year 2011 the library spent \$19,233 from its gift accounts to provide programming for children and adults

services (\$319); and purchasing miscellaneous goods and services (\$250).

The library spent \$14,082 of *Trust Fund* income over calendar year 2011. Notable

Professional Activities

The Library Director completed terms serving as an Ambassador to Perkins School in Lancaster and as a member of the Massachusetts Statewide Delivery Committee. Additionally, after serving as Vice-President for one term, he was elected

Building and Operations

Calendar year 2011 was marked by several notable building and operational events and initiatives. Major work was completed on the Library's HVAC systems throughout the year, including the replacement of a failed condenser unit and valves throughout the building. The granite steps at the front of the building had for several years developed cracks near the handrail posts. After the railings were struck by a vehicle this year, the steps were suitably restored. Installation of solid rather than hollow railings should prevent future cracking of the granite at the point of installation. The granite tiles near the rear entrance were repointed. Failed light fixtures through the building (including one suspended from the vaulted ceiling in the reference room) were replaced. After experiencing a brutal winter in which a sizable ice dam had to be removed, the

(\$10,007); to purchase all museum passes (\$5,405); to purchase books and other media & supplies (\$2,304); and to support Museum services (\$1,517).

President of the Central Western Massachusetts Automated Resource Sharing (C/W MARS) network and continued to be active on its Finance Committee, which he once chaired.

Board decided to mitigate similar occurrences by installing heat tape on vulnerable areas of the roof.

On Saturday, 29 October 2011, the Library lost the use of electricity after a Nor'easter blanketed the region. Operations would not be restored until the following Tuesday. It was soon discovered as a result of related events that a leak, originating in an attic HVAC unit, had damaged two artifacts housed in the Museum. These waterlogged items, a brown leather wallet (1806-1857) made by Cobb & Johnson of Lancaster and the volume *Elias Sawyer of the Nashawog plantation: his story*, by Annie Maria Lawrence, were immediately frozen to minimize long-term damage and to prepare them for restoration.

Collection, Circulation, and Programming

Special Collections services continued to be affected by declining Trust Fund income as a result of falling interest rates. With less income being generated by Library Trust Funds, the principal source providing funding for staff hours in the Constance V. R. Dexter Special Collections became even more limited.

The library's collection count remained steady at 63,328 items. Many of these items were purchased; however, the library received nearly 2,817 donated items that were added to the general collections. Assuming a relatively conservative dollar value, the Library estimates the worth of these additions at more than \$30,000 (*Massachusetts Library Association Calculator*:

processed and added 7,531 items to its collection.

The Library subscribed to 138 periodicals and received an additional 23 subscriptions as gifts. In addition – thanks in large part go to the Progin Foundation, the Friends of the Thayer Memorial Library, and the Rosemary Davis Memorial Fund of the Greater Worcester Community Foundation – the library was able to subscribe to 18 museum and attraction passes.

At the end of December, the library recorded 4,469 registered borrowers, or more than 60% of all Lancaster residents. Table 2 illustrates that circulation services in 2011 remained strong and rose more than 1% against the average of the three

<http://69.36.174.204/value-new/calculator.html>). In prior years, total, the Library

TABLE 2		
2011 TOTAL CIRCULATION COMPARED TO 3 YEAR AVERAGE CIRCULATION		
3 Year Average	Calendar 2011	% from 3 Year Average
133,681	136,158	1.85%

Analysis of annual circulation statistics continues to reveal that patron demand for competing media types--namely in audio, e-book, and video formats--is still growing. Over calendar 2011, circulation of non-print (compact discs, DVDs, video games, etc.) accounted for more than 50% of total circulation activity. It's encouraging that readership has remained steady, with more

than 66,750 books and periodicals checked out in 2011.

The library again stepped up programming activities for all ages throughout calendar year 2011. In total, the library provided 267 (173 Adult and 94 Youth) programs in 2011, 14 more, or 5.5%, than were offered in 2010. Total attendance at all programs was 3,450 people



Big Truck Night (The Item)



Big Truck Night (The Item)

In addition to providing weekly story hours, the Children's Department continued its monthly Young Adult book discussion group; produced its eighth annual Big Truck and Classic Car Night on the Town Green; continued the Annual Youth Summer Reading Program, held 13 Lego® League

seminars, four Red Cross babysitter courses, and two Princess teas. Funds from the Progin Foundation and the Friends of the Thayer Memorial Library provided for these and many additional programs on diverse topics.



Lady Jane and Thayer Princesses (S. Mello-Conroy)



Thayer Kids and Kosmic Kelly do weird science experiments (S. Mello-Conroy)

Likewise, the Adult Department provided monthly book discussions, 11 new programs in the Friends of the Thayer Memorial Library "Healthy Living" series, and nine programs in the Rosemary Davis Environmental Series, sponsored by the Rosemary Davis Memorial Fund of the Greater Worcester Community Foundation. Building on 2010's successes, the Library continued in 2011 offering Scrabble® and knitting clubs that met regularly, along with several very successful Lancaster Writing Group workshops.



Adult Summer Reading Program
(S. Mello-Conroy)

The library continued to diversify services by displaying the work of local artists in the reference room and offered its 10th annual "Food for Fines" program. Late fees were waived for all patrons who donated non-perishable food to the cause. This program commenced after Thanksgiving and ran through the week of Christmas. 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 2011, the library provided public computers for Internet access

Donations, In-Kind Gifts, and Volunteers

The library maintains several *gift accounts* that were established to accept donations from individuals, estates, and organizations. Over the course of the year, the library received more than \$32,000 in gifts from the following organizations: the Progin Foundation (\$15,000), the Rosemary Davis Memorial Fund of the Greater Worcester Community Foundation (\$6,905), the Duke Family Fund of the Greater Lowell Community Foundation for the John Eliot Thayer Fund (\$4,200), the Friends of the Thayer Memorial Library (\$4,000), Alan C.

and word processing to an average of more than 70 patrons per week. In addition, the library offers wireless internet access throughout the building for patrons who bring their own wireless devices. (*Service is provided for free by Comcast..*)

The library continued to reach out to Lancaster residents using targeted publicity and published *The Clarion: The Quarterly Newsletter of the Thayer Memorial Library* for the eighth straight year. Both major local newspapers, *The Item* and the *Lancaster Times & Clinton Courier*, continued to provide the library space to publicize current programming events on a weekly basis. Likewise, the library maintains its website (<http://thayermemoriallibrary.org/>), which provides direct access to the catalog, databases (*provided by the Massachusetts Board of Library Commissioners (MBLC), Central Massachusetts Regional Library System (CMRLS), Central Western Massachusetts Automated Resource Sharing (CW MARS) and the Massachusetts Library System (MLS)*), program schedule, and, most recently, regularly updated information about new media additions through the Wowbrary newsletter.

Even when not open for services or library-sponsored events, the building was used frequently by local, regional, or state governmental or private agencies for non-library specific meetings or events. Over calendar year 2011 the library provided around-the-clock access to its meeting rooms (located on the building's ground floor) and recorded 217 uses.

John C. Spencer, Helene Spoto, John Spoto, the Spytones, Jean Syria, Kim Tellert, Corinne Walker, Keely Walsh, Wanda Walsh, Leslie Perrin Wilson, Robert Young.

The Library's loyal corps of volunteers continued to play an invaluable role, enhancing the ability of the staff to deliver high-quality service to patrons. In addition to adding new members to its volunteer ranks, the library was the recipient of more than 2,200 unpaid, volunteer hours of service. Averaging more than 43 hours per

Nichols for the Nat Dexter Book Fund (\$1,500), Lancaster Garden Social (\$150), Carolyn S. Forrester (\$150), Barrie R. Boatman (\$100), Theresa A. Nourse (\$100), America's Charities on behalf of Susan Kirkpatrick (\$70), Blue Heron Pond Condominium Trust (\$50), Tess Aucoin (\$30), Vicki, L. Busky (\$30), Gail and Arthur Sticklor (\$30), Ning Tien (\$19), Adrienne Niall (\$15), Anonymous (\$8). The Library also thanks the Thayer Memorial Library Foundation for funding the renovation of the stained-glass window in the rotunda in Memorial Hall and providing capital to fund 150th celebration initiatives begun in calendar 2011.

The Board of Library Trustees also accepted notable non-monetary donations including two photographs of Alice Green Chandler and of the grandchildren of Mrs. Bayard Thayer from Frank T. MacGrory; an 1831 map of Lancaster from Harold Pratt of Hingham, Massachusetts; and materials pertaining to the dedication of the Children's Room from Frank Streeter.

Gifts in-kind were received from many benefactors, and the library wishes to recognize the following people and organizations for their services:

Joan Allard, Sandy Altucher, John Aurin, Katie Barrett, Sam Barrett, Bob Baylis and the Big Truck Night Crew, Tamara Bedard, Sue Billings, Lisa Boutotte, Bill Burke, Paula Castner, Sheryll Collins of Art on Rotation Gallery, Jen Cote, Christopher Detsikas, Erin DeCoste, Kathy Dugan of Lancaster 4-H, Kate Engelhardt, Sheriff Lewis Evangelidis and the Worcester County Sheriff's Office, Kerry Flathers of the Perkins School, First Student Bus Company, Friends of the Thayer Memorial Library, Frank Graham, Bob Kadlec, Lancaster's Community Development and Planning, Lancaster Department of Public Works, Lancaster Fire Department, Lancaster Garden Social, Lancaster Girl Scouts, David King of MarketKING, Lancaster Police Department, Carlos LLanso and Dunn and Company, Susan Latimer, Paul T. Leone, Susan Munyon, Marilyn Pagé, David Perkins, Susan Polansky, Kas Quinn, Emily J. Rose, Hollis Shore, Karen Silverthorn of the G. Eric Jones Library at Atlantic Union College,

week, volunteers saved Lancaster taxpayers an estimated \$21,559 in wages. Hayley Abendroth, Larissa Abreu, Sam Aucoin, Cheryl Baylis, Tamara Cabadas, Emily Castner, Hannah Castner, Crystal Chase, Dick D'Agostino, Erin DeCoste, Marie Espinola, Christiane Gibeau, Patricia Harris, Judith Hodder, Susan Kadlec, Caroline Ketchum, John Kilgo, Ceil Kirby, Lily Lukaszevich, Brittany Madden, Lisa McCall, Douglas McCandless, Roy McCoy, Shoshana Mulé, Sandy Nowicki, Marilyn Pagé, Sheila Petricca-Hart, Susan Polansky, Gail Prewandowski, Irene Roper, Crystal Rosa, John Sallie, Jo-Agnes Santangelo, Rebecca R. Shoer, Karen Silverthorn, Andrew Simeone, Mary Sullivan, Pra Vannapusa, Pri Vannapusa, Laura Lee Williams, Bea Zhang.

Over the past eight years the Library has benefited from the assistance of citizens who work under the guidelines of the Town's tax-abatement program. Cecile Thurlow completed her eighth year as the Library's Tax Abatement Museum Clerk. Chester Westover and Carolyn Stump completed their second year as Tax Abatement Adult and Children's collection assistants. Kevin Doyle and Patricia Doyle completed their first year as Tax Abatement Museum Clerks.

Elaine M. Corcoran began her first year participating in the Tax Abatement program as an Adult collection assistant.

In preparation for the Library's 150th anniversary as a public enterprise in 2012, the Board of Library Trustees formed a committee whose charge was to prepare a year's worth of activities to recognize and celebrate Lancaster's public library. Frank T. MacGrory was named the committee's Chair, and the following individuals served in 2011 in preparation for the anniversary year: Joan Allard, Bob Baylis, Catherine Chaisson, Don Chaisson, Kevin Doyle, Stephanie Fiori, Ann Frantz, Bob Kadlec, Tom Kennedy, Heather Lennon, Michael Lukaszevich, Marilyn Pagé, Steve Piazza, Joan Richards, David Rockwell, Emily J. Rose, Jo-Agnes Santangelo, and Karen Silverthorn.

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

Donations, In-Kind Gifts, and Volunteers

The library maintains several *gift accounts* that were established to accept donations from individuals, estates, and organizations. Cabadas, Emily Castner, Hannah Castner, Crystal Chase, Dick D'Agostino, Erin

DeCoste, Marie Espinola, Christiane Gibeau, Patricia Harris, Judith Hodder, Susan Kadlec, Caroline Ketchum, David Rockwell, Emily J. Rose, Jo-Agnes Santangelo, and Karen Silverthorn.

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
Nancy Hayes Clune, Assistant Director, Adult Services Librarian
Susan Mellow-Conroy, Children's Librarian
Linda Ledoux, Senior Library Technician
Marcia L. Jakubowicz, Special Collections Assistant
Janet Baylis, Library Technician
Janet Baylis, Library Page
Sandy Altucher, Library Page
Lisa D'Ambrosio, Library Page
Dorothy McCandless, Library Page
Gail Prewandowski, Saturday Page/Substitute
Nancy Record, Custodian

Library Hours:

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

Historical Commission

The members were: Michael Sczerzen, Chair, Liz Colley, Vice Chair, Heather

and Joan Richards. A correction is noted in the Historical Commission 2010 Annual Report that Heather Maurer Lennon, whose

Maurer Lennon, Joy Peach, Sally Rouleau, Mark Schryver, and Jean Watson and Associate Members: Catherine Chaisson

name was omitted, was a member appointed in 2009.

The Commission members thank the following persons who have adopted a historic marker in town and taken responsibility for the area surrounding the markers:

- Jean and James Watson - Lover's Lane Old Elm Tree on Centerbridge Road
- Liz and Tom Colley - Ward Park water trough and intersection
- Cemetery Dept. - Water trough at North Village
- Michael Sczerzen and Joan Richards - Lane's Crossing Water Trough
- Joanne Foster and Alexandra Turner for the water trough at the intersection of Centerbridge Road, Neck Road, and Main Street

The Historical Commission supported the efforts regarding:

- Prescott Building - The Historical Commission has met in 2011 with Menders, Torrey & Spencer, Inc. the architects selected for preparation of a feasibility study for the rehabilitation/reuse of the Prescott Building (Center School). Planning Director, Noreen Piazza, and her team continue to work on and refurbish the exterior of this historical building with matching grant money. Architect/LHC member Mark Schryver was on the selection committee and provided valuable input.
- First Church of Christ Lancaster – The Commission is working with the church Standing Committee Chair, Frank Streeter and the Town Clock Winder, John Spencer, to pursue a plan to keep the Town Clock preserved and working well and the procedures recorded.

Changes in Town:

- The Dr. J.L.S. Thompson house c. 1849 at 2 Neck Road, presently owned by Dr. Norman Wendth family, was damaged in the fall by a fire, which started in the kitchen area.

Anyone interested in adopting a marker, please contact the Historical Commission at LancasterHistoricalCommission@yahoo.com and telephone number 978-365-3909.

The Commission office is presently located at 94 Main Street (the Philbin Building) located in the back. Heather Lennon and Michael Sczerzen have coordinated the office layout, and Heather Maurer Lennon has been coordinating, organizing, and preparing materials for archiving. The dedication of some of the Historical Commission members and two senior tax abatement workers who are assisting with the task of reorganizing and inventorying the collection is much appreciated.

The Historical Commission continues to

answer requests for genealogy and other research. Appointments can be scheduled for interested individuals to do onsite research. The office is also open most Tuesdays from 10:00 a.m. to 2:00 p.m. Many items pertaining to Lancaster are for sale.

The Commission voted approval to provide storage space to the Lancaster Historical Society for their collections. The Commission was informed that the Historical Society has voted to pay for two granite markers identifying Old the Common and Middle Cemeteries as a gift to the Town, and the completed markers should be placed near the entrances in early 2012.

Accessions: 2011 Accessions

The Commission received donations from: Thomas Burk, John Carboni, Marilyn Chambers, Elizabeth Colley, Phyllis Farnsworth, the Fitchburg Historical Society,

Michael Sczerzen, Thomas Wintle, and Jean Watson. A complete listing of the donations can be obtained at the Historical Commission Office.

Recreation Committee

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

The Ski Club continued at Wachusett Mountain. Due to the number of passes sold, we were able to donate two Bronze Century Passes to children in the Lancaster Ski Program run by Patti Lane.

Thayer Field continues to host many Little League baseball and softball games and practices. The Challenger League for kids with special needs continues to thrive at Thayer Field as well. The Lancaster Adult Co-Ed Softball League completed its sixth year and has maintained the 10 team participation. The annual Thayer Field Cleanup day was supported by friends and supporters of Lancaster Little League, Lancaster Challenger League and the Adult Co-ed Softball League. The spectator benches were rebuilt, trees along the fields were pruned, raking and trash pickup were completed, along with brush burning of the previously downed pine trees. Discussions have occurred with the Worcester County Sheriff's department to obtain inmate assistance for larger cleanup projects. A list can be submitted and the work addressed, when defined by Lancaster Recreation.



Swimming Instructor Anne Farrell; Arensa Morisset; Brody Meyer; Anthony Petracca; Baylie Meyer; Andrew Allison (M Meyer)

The Town Beach at Spec Pond was open for eight weeks with lifeguards and attendants to oversee safety at the beach. The beach area was raked out and cleaned up by a crew from MCI-Shirley. The plumbing in the beach house was updated, and a concession stand was open for beachgoers.

Swimming lessons returned to the Town Beach after several years. Three different levels of swimmers participated in a two week program taught by certified swimming instructors. Due to the success of this program, we are planning on adding additional classes in 2012.

Led by Eric Meyer, owner and founder of New England Team Tennis, summer tennis lessons were offered for two weeks this summer on the town courts. The success of the summer lessons led to a series of sessions run in the Fall in the Luther Burbank School gym. Plans are being made for more sessions for the Spring, Summer and Fall of 2012.

The Men's Recreation Basketball League remains under Lancaster Recreation and will continue to benefit from utilization of the Luther Burbank gymnasium. This league plays Tuesday evenings from September through April and is coordinated by Bill Hackler.

With the opening of the Lancaster Community Center (LCC), the Lancaster Recreation department has established an office area within the building upstairs by the gymnasium. Furniture donated by Bolton's Atlantic Microwave company was used to set up the office. Additional donations of furniture were also contributed to the Lancaster Community Center. The goal for 2012 is to get this office set up and running so that residents of Lancaster will have a location to coordinate their inquiries and also learn about recreation activities occurring in town.

The opening of the LCC has also afforded Lancaster Recreation to coordinate Pilates and Yoga classes. Sessions commenced in the Fall of 2011 and the interest was very positive. The majority of attendees to these classes are from Lancaster with additional participation from surrounding communities such as Leominster, Clinton and Bolton. Pilates classes are on Monday evenings and Wednesday mornings. Yoga classes occur on Thursday evenings. Thursday evenings are open to form a Co-ed Adult Volleyball League and Lancaster Recreation is working to establish this



Tennis Lessons (M Meyer)



Tennis Lessons (M Meyer)

league for town residents.

Working in conjunction with the Open Space and Recreation Committee, the Thayer Field Recreation Campus Task Force continued the efforts to design and develop a multi-generational, multi-recreational campus on the existing 23 acre site where Thayer Field and the town tennis courts reside. The Recreation Committee members are working closely with the Task Force and other interested town committees to bring forth a full recreational campus for the citizens of Lancaster. The campus shall serve to complement the Community Center and Town Green. Ten identified Project plans were completed and presented during 2011 as part of the Phase I campus development plans. Those ten plans include a Children's playground, a dog park, additional baseball field, restoration of the tennis courts, additional basketball court, outdoor amphitheater, perimeter walking trails, lawn green area (hosting volleyball, bocce, horseshoes, tetherball, badminton, shuffleboard), Boy Scout pavilion, and a possible "pump track" for bicycles. Looking to 2012, site development plan, non-profit status and PARC grant writing application submittal will be the primary objectives to complete.

Lancaster 4-H

Registration for Lancaster 4-H is held every spring for the following school year. 4-H is perfect for children who are interested in hands-on activities and enjoy meeting new people. This program is available to girls and boys beginning in grade one going through 18 years of age. Due to the club size it is only open to residents of Lancaster.



Bolton Fair - Uilleam Harper gets ready for showmanship with rooster Chirp (P Corbett)

Group sizes are kept small to ensure the best experiences for program members. Children are grouped by grade level for regular group



Bolton Fair - Paige Ripa waits patiently to show her dairy cow (P Corbett)

meetings which are scheduled on a bi-weekly basis. Activities involving animals are scheduled on a weekly basis. Some program activities include cooking, Legos, sewing, animal husbandry, public speaking, and camping for older participants.

Lancaster 4-H runs the poultry, beef and dairy show at the Bolton Fair. This civic-minded group is always exploring new ways to help the community. Some of our activities include:

- Making all the arrangements concerning the annual tree lighting
- Making all the arrangements concerning the annual Easter Egg Hunt
- Sponsoring a fishing derby every year at Bartlett Pond
- Planting a garden at the Mary Rowlandson School
- Competing in many local fairs throughout Massachusetts

Studies show that 4-H members do better in school, are more motivated to help others, feel safe to try new things, achieve a sense of self-esteem, and develop lasting friendships.

Please contact me if you would like more information about the Lancaster 4-H Program or if you are interested in becoming

a 4-H leader. I look forward to seeing you in the coming year.

The 4-H will be showcasing some programs at the Sholan Farms Apple Blossom festival in Leominster this spring. Please stop by and see us.

Peggy Corbett
Lancaster 4-H President
lancaster4h@comcast.net



MEMORIAL DAY
Monday, May 30th, 2011 9:am
The Town Green Lancaster Mass

Parade Marshal	William W. Bartlett
Commander Everett Minigan, American Legion Post 96	Henry Richter
Master of Ceremonies	Henry Richter
Invocation	Reverend Timothy Andrews
Pledge of Allegiance to the Flag	Audience
"America The Beautiful"	Audience and Lancaster Middle School Band
General Logan's Orders	Brian Heffernan
"Manhattan Beach March"	Lancaster Middle School Band
Lincoln's Gettysburg Address	Blake Scanlon
"Battle Hymn of the Republic"	Audience and Nashoba High School Band
Memorial Address	Colonel Alphonse Russo, Jr.
Call for Wreath Bearers	Henry Richter
Call for Heritage Group	Henry Richter
Decoration of War Memorials	Veterans
Three Rifle Volley	Post 96 Firing Squad
"Taps"	Lancaster Middle School Band
Benediction	Reverend Timothy Andrews

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
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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
Carol Sonia , Karen Shaw Co- Chair
Jen Lapen
Henry Paszko
Ann Fuller
Mary Paquette

Paula Hamwey
Roberta Winsor
Alexandra Turner Aide
Chet Locke Aide



Memorial Day 2011 (The Item)



Memorial Day 2011 (The Item)

IX. EDUCATION



NASHOBA
Regional School District

NASHOBA Regional School District continues to grow, both physically and educationally. Our current enrollment is 3550 PK -12. The District's budget passed overwhelmingly during the 2011

Annual Town Meeting. The net total budget for planned for FY12 as voted is \$43,328,245 up 2.57% from FY 2011. Lancaster's assessment was a total of \$9,086,575. The district enrolled 1033 students from Lancaster; 293 were high school students.

We had turnover in two key leadership roles: Jeremy Roche left in June as Principal of NASHOBA Regional High School and Mrs. Laura Friend began her tenure as Assistant Principal at the Mary Rowlandson Elementary School during the 2011–2012 school year. With over seventeen years of experience in education, Mrs. Friend has proven herself as an accomplished educator, mentor, and instructional leader. She is a skilled communicator and motivator with the ability to promote and inspire excellence.

The students of Mary Rowlandson Elementary School made Adequate Yearly Progress for the second straight year. Teachers, students and parents have worked collaboratively to improve the MCAS scores. Professional development activities in reading and writing continued throughout the year. All teachers received 8 training sessions with a consultant from the Teaching and Learning Alliance (TLA) to develop their instructional skills in the area of reading instruction. Teachers developed units of study to improve reading comprehension. During this school year, five teachers volunteered to receive training and coaching from the TLA consultant to become "Lab Classroom" teachers. As "Lab Classroom" teachers, these teachers will be sharing their knowledge and coaching their colleagues in the year ahead.

Mary Rowlandson has also initiated a new school-wide enrichment program this year. The goal of the program is to provide students with a variety of opportunities to participate in hands-on, interest-based, collaborative activities that stretch students' thinking both critically and creatively. Enrichment program activities were determined based on student interest and the results of an interest survey that all K-5 students completed in the fall. Activities range in scope from chess to classic books to before school fitness fun. Lancaster parents, teachers, and staff have donated their energy and time to facilitate these enrichment program activities.

Mary Rowlandson fifth grade students left behind their gift of creativity to the Mary Rowlandson community with their creation of a four panel mural now on display. Each panel is a symbolic representation of important values of the school community: Respect, Kindness, Cooperation, and Academic Curiosity.

Family Math Night, Family Literacy Night, Books for Bingo, Title I reading workshops and the Fifth Grade Invention Convention were successful community events that celebrated student learning. Each event was well attended and was a showcase of community engagement and student achievement.

Project 351 - Over the last four years, state leaders have tried to reach out to educators and students across the state to support the important work done in schools every day. Each city and town has been asked to submit the name of one eighth grade student ambassador who can best represent their community for an important day. Kaitlyn Thorogood represented Lancaster in 2011.

Mr. Don Freda retired from our school this past year and we wish him well. In the fall we lost one of our colleagues and friends in the passing of Mrs. Eleanor Mahoney. She was a dedicated and caring Special Education teacher for over a decade.

Nashoba Regional High School has been ranked within the top 5% of public high schools across the nation for four consecutive years. Nashoba performed 32nd in MCAS out of 342 school districts in 2011. In May of 2011, 245 Nashoba students took 411 AP exams. Ninety-one percent of the scores earned were a 3 or higher with a mean score of 4.04. For comparison, the Massachusetts mean score was a 3.28 and the United States mean score was a 2.84.

Sixty-one students at Nashoba Regional High School earned Advanced Placement Scholar Awards in recognition of their exceptional achievement on AP Exams. Of these sixty-one students, 22 were named *AP Scholar* indicating these students received scores of 3 or higher on three or more AP Exams; 11 students were named *AP Scholar with Honor* indicating these

students received an average score of at least 3.25 on all AP exams taken, and scores of 3 or higher on at least four exams; 28 students were named *AP Scholar with Distinction* indicating these students received an average score of at least 3.5 on all AP exams taken, and scores of 3 or higher on at least five of these exams; six students were named *National AP Scholar* indicating these students received an average score of at least 4 on all AP Exams taken, and scores of 4 or higher on at least eight of these exams.

Eleven students from our senior class have achieved *Commended Student* status in the National Merit Program, and four have been named *National Merit Semi-Finalist* for the final round. Last year all four of our *Semi-Finalists* went on to become *Finalists* and two were recipients of awards.

At our high school the nationally recognized “Best Buddies Program” pairs students who support intellectually and physically challenged youngsters. Inclusive opportunities such as physical education and dances have been expanded to include school-wide vocal and instrumental performances. The personalization of the pairings has benefited both students and our school’s climate. The school’s co-curricular activities have been expanded to include chess, debate, and a competitive computer programming team. Nashoba’s robotics team and the business department’s DECA students have achieved state recognition, which qualifies them to compete on a national level.



The high school athletic program is strong and robust with a total of 535 student athletes. We have 25 varsity teams (26 if we count our girls’ ice hockey co-op team with St. Bernard’s, Leominster, and Gardner) and 42 total teams at NRHS. We have seven total teams at each at our middle schools. In 2011 68 different student athletes were named Total Mid-Wach League all-stars, with a total of 92 league all-stars overall, as some students were all-stars in more than one sport. Most significantly, we had 21 out of 25 teams qualify for MIAA playoffs in 2011. Of those teams our 2011 Football squad won the super bowl!

Overall, our students, faculty and staff enjoyed a very successful year. We are appreciative of the families and the communities for what they offer and bring in terms of their ongoing support.

Respectfully submitted,
Michael L. Wood
Superintendent of Schools

Nashoba Regional High School Class of 2011

First Name	Last Name	Town	Class Office
Laura Abigail	Hoover	Bolton	President
Kristen Diane	DiBlasi	Bolton	Vice President
Adam Justin	Tocci, Jr.	Stow	Treasurer
Alicyn Barr	Reverdy	Stow	Secretary
Michaela	Jacobs	Lancaster	Valedictorian
Emily	Clark	Stow	Salutatorian

Lancaster Graduates

Anderson	Eric	Hawkins	Kelsey
Basile	Olivia	Hilliger	Mary
Borgilt	Amber	Jacobs	Michaela

Boufford	Taylor	Labier	Hailey
Bradbury	Cassandra	Lafond	Lea
Bruso	Ellen	Lidstone	Eric
Burgoyne	Nathan	MacLaughlin	Timothy
Butler	Christine	Marino	Kevin
Ceron	Daniel	Nanton	Julian Philip
Cody	Matthew	O'Hare	Brian
Cross	Elizabeth	Perkins	Kayla
D'Ambrosio	Stephanie	Prentiss	Adam
Donnelly	Ryan	Reeves	Nicholle
Duffin	Julia	Rodriguez	Enmanuel
Eckland	Kenneth	Schartner	Daniel
Farnsworth	Russell	Schryver	Alexander
Farrell	Olivia	Shelales	Joshua
Finnerty	Tanya	Shepard	Zachary
Foster	Sydney	Smith	Luke
Gadoua	Kate-Lyn	Steere	James
Gerry	April	Stefos	Kathryn
Gilmore	Zachary	Ursuliak	Kyle
Glover	Rachel	Velez	Justin
Grajales	Benjamin	Yang	Rolan
Gurijala	Anvesh	Zangarine	Ryan
Harvie	Ross	Zoller	Maxwell

Bolton Graduates

Alberts	Nicholas	Keenan	Fallon
Anderson	Anders	LaBonte	Keenan
Bateman	Nicholas	Leavenworth	Cameron
Batson	Shara	LeBlanc	Alex
Beaton	Margaret	Levin	Luisa
Benjamin	Adam	Macko	Bret
Berry	Maxwell	Malloy	Michael
Bonazzoli	Kyle	McGarry	Andrew
Borsari	Madeline	Mechlin	Neil
Buffum	Samuel	Minardi	Christiana
Casaceli	Lauren	Morse	Christopher
Ciummo	Benjamin	Nagy	Kristen
Collins	Hannah	Nelson	Meredith
Cubero	Andria	O'Connor	Abigail
Cuddy	Jennifer	Owen	James
DiBlasi	Kristen	Pappas	Alexander
Emrich	Noah	Pappas	Evan
Entwistle	Julie Anne	Pappas	Joseph
Foster	Sean	Patterson	Randy
Gandek	Kristen	Pavlin	Lindsey
Generoso	Marissa	Pirez	Alejandro
Gordon	Taylor	Plaskon	Dylan
Grosch	Caroline	Pokorney	Siobhan
Gross	Brya	Puleo	Luke
Groudas	Hannah	Quirk	Sara
Heeren	Emily	Rhodes	Lauren
Heislein	Peter	Ringler	Justin
Herbison	Ken	Roche	Chelsea
Holbrook	Kristen	Schopp	Abigail
Hoover	Laura	Slattery	Andrew
Howell	Lauren	Wallace	Kyle
Jackson	Rebecca	Wikoff	Rachel

Jackson Ryane

Stow Graduates

Albert	Timothy	Langelo	Alexander
Aylward	Brendan	Maroney	Kelleigh
Bailey	Courtney	Martinson	Nils
Bebernitz	Christina	Matos	Naomi
Benney	Luke	Matty	Thomas
Brady	Kevin	McGillicuddy	Lawrence
Buettner	Kevin	McKean	Mary
Burr Nyberg	Emma Lisa	Mullin	Connor
Busch	Rachel	Munger	Jordan
Camoscio	Christopher	Needle	Nathan
Clark	Emily	Owen	Brittany
Corazzini	Lauren	Oxenberg	Jesse
DellaGrotte	Lusan	Phillips	Zachary
DiMasi Jr.	David	Piso	Alex
Doucette	Matthew	Polovinkin	Andrey
Driscoll	James	Radl	Brianna
Duchi	Nolan	Reverdy	Alicyn
Enzmann	Robert	Rosen	Drew
Fossa	Christina	Ruby	Connor
Fraser	Alexander	Savino	Katherine
Fuller	Ryan	Shepherd	Henry
Genetti	Richard	Sproul	Ashley
Gibson	Cole	Starkey	Thomas
Giordano	Leanna	Steigerwalt	Lauren
Gjeltema	Peter	Temple	Jillian
Granger	Thomas	Temple	Mary
Hangen	Thompson	Tepper	Leah
Hayden	Kathleen	Toabe	Alana
Herbst	Derek	Tocci Jr.	Adam
Howe	Robert	Torres	Emmanuelle
Hurley	William	Vannasse	Aubrie
Jesson	James	Willoughby	Chelsea
Johnson	Courtney	Willoughby	Courtney
Kalil	Sean	Wisch	Caleb
Kennison	Linnea	Wyand	Conor
Korn	Blake	Zelle	Jason
Kremer	Lacey		

Graduates from Other Towns

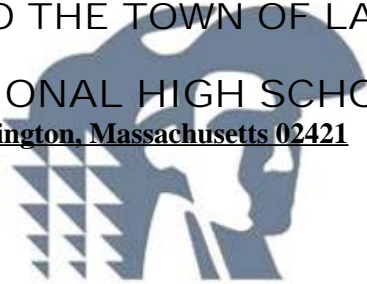
Tolliday	Courtney	Burlington
Bailey	Prudence	Clinton
Brower	Tyler	Clinton
Couture	Felicia	Clinton
Sanders	Gemma	Clinton
Kennefick	Abigail	Harvard
Averso	Anthony	Leominster
Berglind	Jonathan Michael	Leominster
Booth	Jonathan	Leominster
Brown	Devin	Leominster
Brown-Wooster Jr.	Stephen	Leominster
Capone	Nicholas	Leominster

Cross	Dylan	Leominster
El-Hayek	Marcelino	Leominster
Hayek	Morgana	Leominster
Labier	Justin	Leominster
Lavallee	Kyle	Leominster
Heelan	Mary Catherine	Lunenburg
Bailey	Gwendolyn	Sterling
Casella	Meghan	Sterling
Murphy	Emily	Sterling
Giannelli	Chelsea	West Boylston
Kessel	Samuel	Worcester

2011 ANNUAL REPORT TO THE TOWN OF LANCASTER

MINUTEMAN REGIONAL HIGH SCHOOL

758 Marrett Road, Lexington, Massachusetts 02421



About Minuteman

Minuteman is a four-year public high school serving the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman combines rigorous academics in preparation for college with relevant career and technical programs.

Lancaster Enrollment

As of October 1, 2011, eighteen high school students and one post graduate student were enrolled at Minuteman providing a full time equivalent (FTE) of 19 residents of Lancaster.

Minuteman experienced a 7% increase in the Freshman Class resulting in the largest freshman class in 12 years. The “Benefits of Minuteman” are clear:

- **Experience the Modern American High School.** Minuteman offers a distinctly modern learning experience where students venture beyond a traditional high school curriculum to explore their interests and discover their passion, whether that’s Bio-technology, Robotics, Environmental Technology, or something else entirely from among our twenty majors.
- **Believe in Yourself.** Students graduate from Minuteman with an enduring self-confidence that they can achieve anything they set out to do, no matter how high the hurdle, how long the road, how loud the skeptics.

- **Prepare for College and Life.** Minuteman equips students with the academic foundation and study skills to succeed in college *and* the industry certifications and acumen to succeed in business, affording every student a unique flexibility upon graduation to pursue their dreams.
- **Learn from Experts.** Minuteman's teachers are demonstrated experts in their respective fields, injecting a depth of knowledge and experience into their classes that is rarely found in public or private schools.
- **Be More Than Just Another Student.** There is no such thing as "just another student" at Minuteman – instead, teachers and staff personally invest themselves in truly knowing each student and working closely with them to realize their full, individual potential.
- **Make a Fresh Start.** From their very first day of school, Minuteman students are given the opportunity to make a fresh start among new friends and new teachers who will see them as they are and not as who they once were.

Nashoba Regional High School and Minuteman Half Day Program

Minuteman offers a unique program allowing juniors and seniors, who have passed the MCAS, enrollment on a half day-every day basis in a career major. This allows a student to graduate from Nashoba Regional High School and receive a competency certificate from Minuteman. Currently, no Lancaster students participate.

Minuteman offers 'Post Graduate' programs to Lancaster residents of any age who are seeking to enhance their skill development. Post-Graduate Students are charged tuition to offset operating costs.

2011 Lancaster Graduates and Awards

Ashley Brister, Culinary Arts/Baking
 Jasmine Ford, Health Assisting
 Bradley Gradeski, Metal Fabrication
 Timothy Murtland, Culinary Arts/Baking
 Casey Rexford, Health Assisting
 Marianne Silva, Health Assisting
 Addison Weber, Biotechnology

At the 2011 graduation, Ashley Brister was awarded the Margaret Rosselli Memorial Scholarship. Marianne Silva was awarded the Minuteman Faculty Association/Elaine Karkos Award. Timothy Murtland was awarded the Fred Troisi Memorial Award..

These awards are given to students of superior academic achievement and significant participation in school or community activities.

Class of 2011 Graduate Achievement Highlights

- 73% college bound or advanced Technical Training, 12% career bound and 4% military. Overall, graduates achieved an 89% positive placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 90% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 78% of Cosmetology graduates passed State Board examinations.
- Health Occupation graduates achieved 78% in college acceptance.
- 86% of Environmental Technology graduates earned the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License.
- Valedictorian Michael Breen, Biotechnology graduate from Bolton attending University of Rochester in Rochester, NY. Salutatorian Benjamin Basseches, Pre-Engineering graduate from Lexington attending Brown University in Providence, RI.

Capital Projects

- Lexington Water Department is requiring replacement of several major components of the school's water supply system. This work will be completed in December 2011; estimated total cost of \$120,000 is covered out of our FY12 budget.
- An emergency \$475,000 capital project was successfully completed. Lexington issued an order at the end of June 2011 in regards to the area of the school known as the Trades Hall. The order restricted access and occupancy to the Trades Hall immediately. Minuteman had to obtain a waiver from DCAM to hire a design architect, demolish the interior area and rebuild the area under current building codes in order to open school in the fall.
- MSBA Update: Minuteman is in the "pipeline" of the Vocational School Repair and Renew program announced by the State Treasurer's office in 2010. The Feasibility Study financing was unanimously approved by all 16 member towns in 2010. The School Building Committees will review various models to accommodate member community enrollment, as well as various levels of non-member enrollment. A final project model is expected by 2014.

Curriculum and Instruction

- Since 2008 all 9th grade students have English and Math every day, rather than a "week-on-week-off" schedule, thus providing more consistent and concentrated instruction as well as project-based learning.
- The Educational Program planning process has identified several new programs that offer students increased choices in career majors, including Criminal Justice/Bio-Security, Animal Science and the Technical Theater Arts. Two programs phased out in 2010 included Office Technology and Auto Body Repair. Drafting and Design Visual Communications will be phased out by 2014.

Professional Development

- The Minuteman staff have created academic and Career and Technical Education (CTE) goals that emphasize formative assessment practices, teacher-to-teacher peer observations, Executive Function support, Reading Consultancies, and Academic-Career and Technical curriculum integration. The integration of technology to enhance student learning is an ongoing commitment.

Student Access, Participation and Support

- An Executive Function initiative was launched last year. Minuteman provides students with resources to enhance their planning and organization skills.
- Minuteman continues to support a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- The Special Education department successfully implemented the Student Learning Center (SLC). The SLC allows students to understand their disability, develop skills, and techniques to minimize the impact of the student's disability, and to promote independence and personal responsibility. The SLC supports the transition to college.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshman) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Students have more than 20 clubs and activities.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, the *Grant-a-Wish* program supports numerous initiatives and incentives for student achievement.

X. TOWN RECORDS

January 3, 2011	Timothy H. Castner was sworn in as a member of the Town Forest Committee, to fill the unexpired term of Sarah Spencer, term to expire June 30, 2013.
January 3, 2011	Stephanie S. Frommer was sworn in as a reappointed member of the Animal Control Commission, effective November 15, 2010 to November 15, 2013.
January 3, 2011	Janice H. Johnson was sworn in as a reappointed member of the Animal Control Commission, effective November 15, 2010 to November 15, 2013.
January 3, 2011	Phyllis Tower, 1113 Hill Road, Boxborough MA, was sworn in as Lancaster's Animal Control Officer, effective July 1, 2010 to June 30, 2011, and as Lancaster's Animal Inspector, effective May 1, 2010 to April 30, 2011.
January 10, 2011	Stephen Mudgett was appointed as a member of the Lancaster Community Center Board of Directors, effective January 10, 2011 to January 10, 2013.
March 7, 2011	Marie Sullivan was sworn in as a member of the Lancaster Community Center Board of Directors, effective February 28, 2011 to February 28, 2013.
March 24, 2011	The Board of Appeals met and voted to retain the current slate of officers: Scott Miller, Chair; Robert Marshall, Vice Chair; Frank Sullivan, Clerk.
March 25, 2011	Stanley B. Starr, Jr. was sworn in as a member of the Lancaster Community Center Board of Directors, effective March 14, 2011 to March 14, 2012
April 12, 2011	Stephen Piazza resigned as a member of the Board of Health, effective immediately.
April 19, 2011	John A. Foster, II, was sworn in as reappointed Superintendent of the Lancaster Department of Public Works, effective May 1, 2011 April 30, 2012.
April 11, 2011	Charlotte LeBlanc, Collector-Treasurer, notified the Board of Selectmen of her intent to retire on June 30, 2011.
April 11, 2011	The Board of Selectmen voted to suspend the search for a permanent full-time Fire Chief and appoint Deputy Chief Kevin D. Lamb Acting Fire Chief until such time as a Fire Chief is named.
April 27, 2011	Mary K. Paquette was sworn in as a reappointed member of the Memorial Day Committee, effective July 1, 2010 to June 30, 2011.
April 28, 2011	Henry A. Paszko was sworn in as a reappointed member of the Memorial Day Committee, effective July 1, 2010 to June 30, 2011.
May 2, 2011	Karen S. Shaw was sworn in as a reappointed member of the Memorial Day Committee, effective July 1, 2010 to June 30, 2011.
May 9, 2011	Elaine M. Bitter was sworn in as a member of the Council on Aging to fill the unexpired term caused by the September 27, 2010

resignation of Maryalice Frain, term effective May 3, 2011 to June 30, 2013.

- May 9, 2011 Melissa Pasquale resigned as a member of the Recreation Committee, effective May 9, 2011.
- May 10, 2011 David I. Spanagel was sworn in as Town Moderator, re-elected at the May 9, 2011 Annual Town Election and effective to the May 2012 Annual Town Election.
- May 10, 2011 Carol J. Sonia was sworn in as a reappointed member of the Memorial Day Committee, effective July 1, 2010 to June 30, 2011.
- May 10, 2011 John P. Sonia was sworn in as a member of the Board of Selectmen, re-elected at the May 9, 2011 Annual Town Election and effective to the May 2014 Annual Town Election.
- May 10, 2011 Emily J. Rose was sworn in as a member of the Board of Library Trustees, re-elected at the May 9, 2011 Annual Town Election and effective to the May 2014 Annual Town Election.
- May 11, 2011 Henry A. Richter was sworn in as a member of the Lancaster Housing Authority, re-elected at the May 9, 2011 Annual Town Election and effective to the May 2016 Annual Town Election.
- May 11, 2011 Jennifer Lapen was sworn in as a reappointed member of the Memorial Day Committee, effective July 1, 2010 to June 30, 2011.
- May 11, 2011 Frank MacGrory was sworn in as a member of the Board of Library Trustees, re-elected at the May 9, 2011 Annual Town Election and effective to the May 2014 Annual Town Election.
- May 11, 2011 James A. Laite was sworn in as a member of the Board of Public Works, elected at the May 9, 2011 Annual Town Election and effective to the May 2014 Annual Town Election.
- May 12, 2011 Peter A. CampoBasso was sworn in as a member of the Finance Committee, elected at the May 9, 2011 Annual Town Election and effective to the May 2014 Annual Town Election.
- May 11, 2011 Julie E. Fay was sworn in as a member of the Nashoba Regional School Committee, elected at the May 9, 2011 Annual Town Election and effective to the May 2014 Annual Town Election.
- May 11, 2011 Mary E. Frost was appointed Collector-Treasurer for the Town of Lancaster, effective upon the retirement of Charlotte H. LeBlanc on July 1, 2011.
- May 15, 2011 Ann P. Fuller was sworn in as a reappointed member of the Memorial Day Committee, effective July 1, 2010 to June 30, 2011.
- May 16, 2011 Patrick E. Mortimer was appointed as a full-time police officer, effective immediately.
- May 16, 2011 Frederick W. Hatstat, IV, was appointed as a reserve police officer, effective immediately.
- May 16, 2011 The Finance Committee met and voted to retain the current organization: James Piermarini, Chair; Jay Riley, Vice Chair; Janet

Baylis, Clerk.

May 18, 2011	Jeanne G. Rich was sworn in as a re-elected member of the Planning Board, effective to the Annual Town Election on May 9 2016.
May 31, 2011	At a joint meeting of the Board of Selectmen and the Board of Health David Dunn was appointed as a member of the Board of Health to fill the vacancy caused by the resignation of Stephen Piazza. Mr. Dunn was sworn in on June 2, 2011, for a term to expire on May 14, 2012, the next Annual Town Election.
June 15, 2011	Roberta G. Winsor was sworn in as a reappointed member of the Memorial Day Committee, effective July 1, 2010 to June 30, 2011.
June 20, 2011	At their regular meeting the Board of Selectmen voted to reorganize as follows: Christopher J. Williams, Chairman; Jennifer Leone, Clerk; John P. Sonia, member.
June 20, 2011	Arthur Levesque was reappointed by the Board of Selectmen as Lancaster's representative on the MART Advisory Board, effective July 1, 2011 to June 30, 2012.
June 20, 2011	Eugene Christoph was reappointed by the Board of Selectmen as Lancaster's representative on the Montachusett Regional Planning Commission, effective July 1, 2011 to June 30, 2012.
June 24, 2011	Kevin D. Lamb was sworn in as the reappointed Keeper of the Lockup, effective July 1, 2011 to June 30, 2012.
June 23, 2011	Heather L. Lennon was sworn in as a reappointed Member of the Historical Commission, effective July 1, 2011 to June 30, 2014.
June 28, 2011	Theodore Manning was sworn in as a reappointed member of the Recreation Committee, effective July 1, 2011 to June 30, 2014.
June 29, 2011	Tony Zahariadis, 242 Church St., Clinton, was sworn in as Alternate Building Inspector, effective June 6, 2011 to June 30, 2012.
June 29, 2011	The Personnel Board met and re-organized as follows: Linda Arsenault, Chair, Kathy Brosseau, Clerk.
July 6, 2011	Maria Moreira was sworn in as a reappointed Associate Member of the Agricultural Commission, effective July 21, 2011 to July 21, 2014.
July 6, 2011	Carolyn Stump was sworn in as a reappointed member of the Commission on Disability, effective July 1, 2011 to June 30, 2014.
July 6, 2011	Scott Miller was sworn in as a reappointed member of the Board of Appeals, effective July 1, 2011 to June 30, 2016.
July 7, 2011	Peter Jakubowicz was sworn in as a reappointed member of the Agricultural Commission, effective June 15, 2011 to June 16, 2014.
July 7, 2011	Cynthia Bradbury was sworn in as a reappointed member of the Board of Assessors, effective July 1, 2011 to June 30, 2014.

July 7, 2011	Michael McCue was sworn in as a reappointed member of the Commission on Disability, effective July 1, 2011 to June 30, 2014.
July 11, 2011	Kelly E. Quill was sworn in as a reappointed member of the Animal Control Commission, effective March 10, 2011 to March 10, 2014.
July 11, 2011	The Board of Selectmen appointed Cara Sanford as Environmental Coordinator for the term July 1, 2011 to June 30, 2012.
July 13, 2011	Margo L. Meyer was sworn in as a member of the Recreation Committee, to fill the unexpired term caused by the resignation of Melissa Pasquale, effective June 6, 2011 to July 20, 2013.
July 14, 2011	Michael S. Sczerzen was sworn in as a reappointed Member of the Historical Commission, effective July 1, 2011 to June 30, 2014.
July 27, 2011	John P. Parsons was sworn in as a reappointed Alternate Member of the Board of Appeals, effective July 1, 2011 to June 30, 2014.
August 16, 2011	David C. Kilbourn was sworn in as a reappointed member of the Agricultural Commission, effective June 1, 2011 to June 16, 2014.
September 14, 2011	Eileen M. McRell was sworn in as a member of the Council on Aging, effective September 12, 2011 to June 30, 2014.
September 19, 2011	Roland Nelson, 205 Upper North Rd, Sterling, was sworn in as Veterans Agent, effective September 12, 2011 to June 30, 2012, to replace Michele Marino, who resigned effective June 30, 2011.
October 3, 2011	Kevin D. Baer was sworn in as a reappointed member of the Board of Registrars of Voters, effective April 1, 2011 to April 1, 2014.
October 5, 2011	Nicole Jimino was sworn in as a member of the Council on Aging, effective September 26, 2011 to June 30, 2014.
October 17, 2011	The Board of Selectmen appointed Andrew Detsikas as a member of the Energy Commission, effective immediately.
November 15, 2011	Joy Peach was sworn in as a reappointed member of the Cultural Council, term effective to August 25, 2014.
November 15, 2011	Jennifer Delorey was sworn in as a member of the Cultural Council, effective November 7, 2011 to November 7, 2014.
November 17, 2011	Erin DeCoste was sworn in as a reappointed member of the Animal Control Commission, effective November 15, 2011 to November 15, 2014.

X. ELECTIONS AND TOWN MEETINGS

<p style="text-align: center;">WARRANT FOR ANNUAL TOWN MEETING May 2, 2011 THE COMMONWEALTH OF MASSACHUSETTS</p>

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 at **Mary Rowlandson Elementary School Auditorium, 103 Hollywood Drive, in said Lancaster on Monday, the second day of May, at 7:00 o'clock in the evening**, then and there to act on the following Articles:

ARTICLE 1
Finance Committee
Board of Selectmen

To see if the Town will raise and appropriate or transfer from available funds the following sums of money, to be expended by the respective Departments or Officers indicated, for the capital projects and purchases itemized and described; or act in any manner relating thereto.

a. Police Vehicle Purchase
Amount: \$29,000
Funds to be expended by: Police Department
Purpose: To purchase one (1) police vehicle
Funding Source: Raise and Appropriate

b. Vehicle Purchase
Amount: \$35,000
Funds to be expended by: Board of Public Works
Purpose: To purchase 1 new pickup truck
Funding Source: Raise and Appropriate

d. Culvert Replacement
Amount: \$30,000
Funds to be expended by: Board of Public Works
Purpose: Replace/Repair the Culvert on Bolton Station Road
Funding Source: Raise and Appropriate

e. Vehicle Purchase
Amount: \$162,000
Funds to be expended by: Board of Public Works
Purpose: Purchase of 1 Munti-Purpose Dump Body 44,000 Gross Vehicle Weight
Funding Source: FY-2012 Chapter 90 Funds

f. Septic System Replacement
Amount: \$30,000
Funds to be expended by: Board of Public Works
Purpose: Replacement of Septic System at the Cemetery Building on Old Common Road
Funding Source: Raise and Appropriate

g. Design Services
Amount: \$50,000
Funds to be expended by: Board of Selectmen
Purpose: Design services for the re-use of the Prescott Building

Funding Source:	Raise and Appropriate
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h.	Vehicle Purchase	
Amount:	\$25,000	
Funds to be expended by:	Board of Selectmen	
Purpose:	Purchase of New Vehicle for Building/Assessing Departments	
Funding Source:	Raise and Appropriate	

e.	Drainage Improvements	
Amount:	\$35,000	
Funds to be expended by:	Board of Public Works	
Purpose:	Install New Drainage Service on Chase Hill Road	
Funding Source:	Raise and Appropriate	

<p align="center">ARTICLE 2 Water Enterprise Fund Board of Public Works</p>
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To see if the Town will vote to appropriate \$715,248 (Seven Hundred and Fifteen Thousand and Two Hundred and Forty Eight dollars) from the Water Enterprise Fund to finance the operation of the Water Department for the fiscal year beginning July 1, 2011 (*detail below*), or act in any manner relating thereto. The operating expenses for the Water Enterprise are entirely funded by water revenue.

I. Water Enterprise Revenues	
User Charges	706,698
Connection Fees	8,550
Water Enterprise Available Funds	0
Investment Income	0
Total Revenues	715,248
II. Costs Appropriated in the Enterprise Fund	
Salaries and Wages	193,842
Expenses	246,003
Capital Outlay – Meters	25,000
Capital Outlay – Truck	25,000
Reserve Fund	33,148
Debt Principal and Interest	183,705
Cross Connection	8,550
Budgeted Surplus	11,898
Total Costs Appropriated in E. F.	715,248

<p align="center">ARTICLE 3 Finance Committee Board of Selectmen</p>

To see if the Town will vote to raise and appropriate \$16,150,254 (Sixteen Million, One Hundred and Fifty Thousand Two Hundred and Fifty-Four Dollars) by taxation, by transfer from available funds, from the Water Enterprise Fund, by borrowing, by transfer from Overlay Surplus, by transfer from fund balance reserved for school debt, or any combination thereof; to defray the expenses of the Town for the Fiscal Year beginning July 1, 2011, creating a deficit of \$132,873 (One Hundred and Thirty-Two Thousand Eight Hundred and Seventy-Three Dollars) or act in any manner relating thereto.

**ARTICLE 4
Finance Committee
Board of Selectmen**

To see if the Town will vote to request the Board of Assessors to commit \$20,000 (Twenty Thousand Dollars) from the FY2012 Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program, or act in any manner relating thereto.

**ARTICLE 5
Board of Selectmen**

To see if the Town will vote amend the Wage and Compensation Schedule by adding a Step Eight (8) effective July 1, 2011, as shown on the below chart, or act in a manner relating thereto.

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
1 hourly	9.39	9.79	10.20	10.62	11.06	11.54	12.00	12.49
annual	19,613.84	20,431.08	21,291.34	22,173.10	23,097.87	24,087.17	25,054.96	26,082.21
2 hourly	10.93	11.38	11.87	12.38	12.89	13.42	13.98	14.55
annual	22,818.29	23,764.57	24,775.37	25,850.69	26,904.51	28,022.84	29,184.18	30,380.74
3 hourly	11.99	12.49	13.01	13.55	14.13	14.72	15.34	15.97
annual	25,033.45	26,087.26	27,162.58	28,302.42	29,506.78	30,732.65	32,023.03	33,335.97
4 hourly	12.98	13.52	14.09	14.69	15.31	15.94	16.60	17.28
annual	27,098.06	28,237.90	29,420.76	30,668.13	31,958.51	33,291.91	34,668.32	36,089.72
5 hourly	13.95	14.51	15.12	15.76	16.42	17.11	17.81	18.54
annual	29,119.67	30,302.52	31,571.40	32,904.79	34,281.20	35,722.13	37,184.57	38,709.13
6 hourly	14.40	15.02	15.65	16.30	16.97	17.69	18.42	19.17
annual	30,065.95	31,356.33	32,668.22	34,044.63	35,442.55	36,926.49	38,453.44	40,030.03
7 hourly	15.58	16.22	16.91	17.61	18.34	19.11	19.89	20.70
annual	32,539.18	33,872.58	35,313.51	36,775.94	38,302.90	39,894.37	41,528.86	43,231.54
8 hourly	16.23	16.92	17.62	18.35	19.13	19.92	20.75	21.60
annual	33,894.09	35,335.02	36,797.45	38,324.40	39,937.38	41,593.38	43,326.00	45,102.37
9 hourly	16.95	17.66	18.40	19.19	19.98	20.80	21.66	22.55
annual	35,399.53	36,883.48	38,410.43	40,066.42	41,722.42	43,421.42	45,227.96	47,082.31
10 hourly	18.51	19.28	20.10	20.94	21.84	22.74	23.68	24.65
annual	38,647.00	40,259.98	41,958.99	43,722.51	45,593.57	47,486.13	49,443.21	51,470.39
11 hourly	21.04	21.92	22.84	23.78	24.76	25.81	26.88	27.99
annual	43,937.58	45,765.62	47,679.69	49,658.28	51,701.39	53,895.04	56,131.70	58,433.10
12 hourly	21.55	22.45	23.41	24.38	25.38	26.43	27.55	28.68
annual	44,991.39	46,883.95	48,884.05	50,905.65	52,991.77	55,185.42	57,529.62	59,888.33

13 hourly	23.34	24.53	25.56	26.64	27.75	28.91	30.11	31.34
annual	48,733.50	51,228.24	53,378.88	55,615.55	57,938.24	60,368.46	62,863.21	65,440.60
14 hourly	26.32	27.43	28.56	29.77	31.00	32.31	33.66	35.04
annual	54,948.85	57,271.54	59,637.25	62,153.50	64,734.26	67,465.58	70,282.92	73,164.51
15 hourly	27.76	28.92	30.12	31.39	32.69	34.07	35.49	36.95
annual	57,959.75	60,389.97	62,884.71	65,551.51	68,261.31	71,143.17	74,111.05	77,149.61
16 hourly	28.86	30.06	31.32	32.63	34.00	35.41	36.89	38.41
annual	60,260.93	62,755.68	65,400.96	68,132.28	70,992.63	73,939.00	77,035.92	80,194.40

ARTICLE 6
Finance Committee
Board of Selectmen

To see if the Town will vote to authorize the following FY-2012 Revolving Funds, in accordance with G.L. c. 44, §53E½, or act in any manner relating thereto:

REVOLVING FUND	AUTHORIZED TO SPEND FUND	REVENUE SOURCE	USE OF FUND	SPENDING LIMIT	DISPOSITION OF FY09 FUND BALANCE
Stormwater Management	Community Development and Planning	Fees	Engineering fees	\$ 50,000	Balance Available For Expenditures
Library Book Fines	Library Trustees	Late Book & Materials Fines	Books - Materials	\$ 6,500	Balance Available for Expenditures
Library Photocopy	Library Trustees	Patron photocopy fee	Photocopy equipment and supplies	\$ 1,250	Balance Available for Expenditures
Library Lost Items	Library Trustees	Lost Books/Item replacement charge	Books – Materials	\$ 1,500	Balance Available for Expenditures
M.A.R.T.	Council on Aging	Reimbursement – M.A.R.T. – Bus fees	Wages and Expenses for Senior Van operation	\$ 55,000	Balance Available for Expenditures
Conservation Consultants	Conservation Commission	Fees from Applicants	Conservation Consulting Services	\$ 20,000	Balance Available for Expenditures
Planning Board	Panning Board	Fees	Planning-related Expenses	\$ 50,000	Balance Available for Expenditures
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 expenditures
Recycling	Recycling Committee	Donations-Fees-Sale of products	Operating Expenses	\$ 15,000	Balance Available for Expenditures
Recreation Committee	Selectmen	Fees	Recreation programs	\$ 30,000	Balance Available for Expenditures
Library Lost/Replacement Cards	Library Trustees	Fees/charges	Replacement of materials/supplies	\$ 250	Balance available for Expenditures
Duval Road Sewer	Board of Selectmen	Fees/charges	Sewer Use Charges	\$ 4,000	Balance available for Expenditures
Police Department	Board of Selectmen	Fees/charges	Police Detail Cruiser Fee	\$ 50,000	Balance available for Expenditures

ARTICLE 7
Board of Selectmen

To see if the Town will vote to accept any public funds for repairs to roadways, culverts, bridges, water systems, 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.

ARTICLE 8
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 \$316,605.00 (Three-Hundred and Sixteen Thousand Six Hundred and Five) 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 plan by the Board of Selectmen and Finance Committee, or act in any manner relating thereto.

ARTICLE 9
Board of Selectmen

To see if the Town will vote to authorize the Treasurer to enter into a Compensating Balance Agreement(s) for FY2012, pursuant to M.G.L. c.44, §53F, or act in any manner relating thereto.

ARTICLE 10
Board of Selectmen

To see if the Town will vote to accept the provisions of Chapter 44, Section 53 F ½ of the General Laws for the purpose of establishing a Renewable Energy Utility Enterprise Fund into which shall be paid receipts including Solar Renewable Energy Certificates (S-REC) revenues, lease agreement revenues related to the Landfill parcel as shown on Assessors' Map 14, Parcel 7, and various energy grants, or to take any other action relative thereto.

ARTICLE 11
Board of Selectmen

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$2,500,000 to pay costs of designing and constructing a solar array to be located on the Town's capped landfill and all other costs incidental and related thereto, or to take any other action relative thereto.

ARTICLE 12
Board of Selectmen

To see if the Town will vote to transfer the care, custody, maintenance and control of the land described below, owned by the Town and currently under the care, custody, maintenance and control of the Board of Selectmen for general municipal purposes, to the Board of Selectmen for the general municipal purposes and the purpose of leasing to entities for the installation of energy generating equipment and facilities, and further to authorize the Board of Selectmen to enter into such a lease or leases for said purposes, for all or a portion of the land shown on Assessors Map 14, as Parcel 7, for a period exceeding three years and upon such terms and conditions; and to grant such easements upon said land as are necessary for utility services in support of such use; as the Board of Selectmen deem to be in the best interest of the Town; or to take any other action relative thereto.

ARTICLE 13
Board of Selectmen

To see if the Town will authorize the creation of a Capital Item Stabilization Account, under the provisions of Massachusetts General Law Chapter 44 Section 5B, the purpose of which is to allow for the funding of capital expenditures of the Town; or act in a manner relating thereto.

ARTICLE 14
Board of Selectmen

To see if the Town will vote to amend the Lancaster Zoning Bylaw as follows, or act otherwise in relation thereto, and further that nonsubstantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of the Town of Lancaster

1. Amend § 220-3 Definitions by inserting the following new definitions at their appropriate alphabetical locations:

“CONSTRUCTION FIELD OFFICE – A structure, mobile home, truck trailer or similar vehicle used as an office for construction on the same site.”

“CONTRACTOR'S YARD – Premises used by a building contractor or subcontractor for the storage of equipment and supplies, fabrication of sub-assemblies, and parking of wheeled or tracked equipment in support of construction on one or more other sites, with or without an office on the premises.”

“DWELLING, SINGLE-FAMILY DETACHED – A building containing only one single dwelling unit other than an accessory apartment, and attached to no other residential structure.”

“LOT LINE, FRONT – A property line dividing a lot from a street or way. On lots abutting more than one street the front lot line shall be that so designated by a permit applicant or, if not, as designated by the Building Inspector.”

“LOT LINE, SIDE – A property line which connects a front lot line and another side lot line or a rear lot line.”

“STREET – A public way or a private way open to travel by the general public, determined by the Planning Board to meet the standards of access adequacy, as established in Section 301-6 of Chapter 301, Subdivision of Land, of the Code of the Town of Lancaster.”

“STORAGE CONTAINER, OR VEHICLE – A free-standing lockable container or a mobile home, truck trailer, or similar vehicle having in all cases no plumbing fixtures, used principally for storage of goods, materials, or personal property at that location as either a principal or accessory use of the premises.”

2. Amend the following existing definitions within § 220-3 Definitions to read as follows:

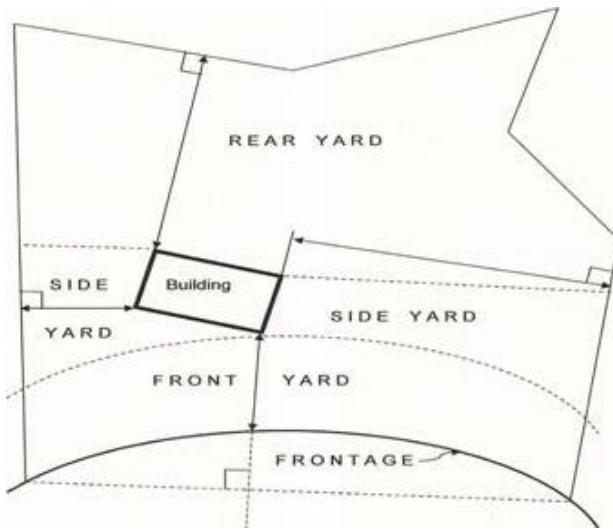
“DWELLING, TWO-FAMILY — A dwelling containing two dwelling units, which may be two attached dwelling units.”

“FLOODWAY – The channel of a river and the adjacent land areas that are subject to a one percent or greater chance of flooding in any given year (i.e., the “one-hundred-year flood”). Development in these land areas is regulated to prevent increases in the water surface elevation associated with the one-hundred-year flood. The regulatory floodway, as determined by the Federal Emergency Management Agency, is delineated on the Flood Insurance Rate Maps described in Section 220-25.”

“FRONTAGE — A front lot line qualified under § 220-10 (B) to be measured continuously between side lot lines or, for corner lots, between one side lot line and the mid-point of the corner radius.”

“YARD, FRONT – A yard abutting the street line on each street the lot adjoins, measured perpendicular to a line connecting the foremost points of the side lot lines.”

And by inserting the following illustration below it:



3. Amend Chapter 220 by delete the term “street yard” and replace it with “front yard” at each location where it occurs (§220-11.A, §220-11.C(1), §220-29.B).

4. Amend § 220-3 Definitions by deleting the definition of “MAJOR RESIDENTIAL DEVELOPMENT.”

ARTICLE 15

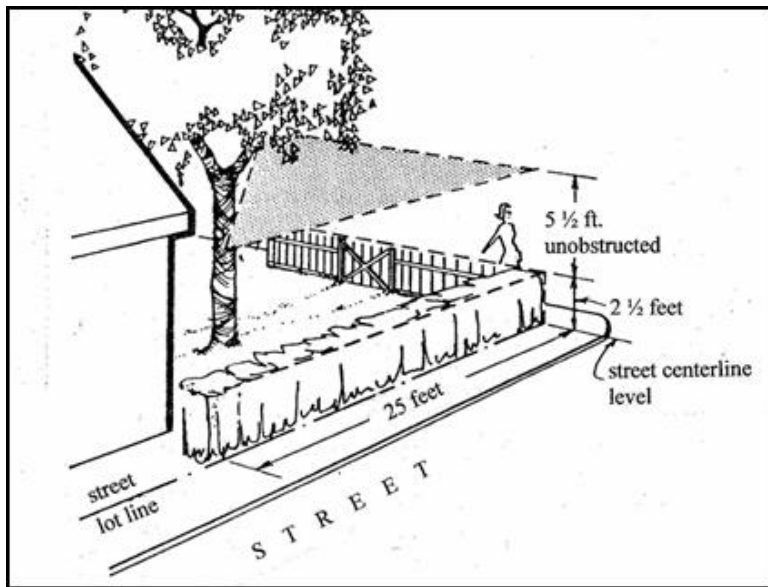
Board of Selectmen

To see if the Town will vote to amend the Lancaster Zoning Bylaw by deleting § 220-13 and replacing it with the following or to act otherwise in relation thereto, and further that nonsubstantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of the Town of Lancaster

“§ 220-13. Fences, walls, and corner clearance

“A. Fences and walls.

- (1) Fences and walls may be erected along or within 12” of a property line only upon issuance of a building or fence permit by the Building Inspector indicating that as proposed the fence is in compliance with the following. Application for such permit must be accompanied by a certified plot plan or a surveyor’s parcel plan, noting the proposed location of the fence or wall.
- (2) Within the required front yard setback on the lot, fences and walls that obstruct vision must be in compliance with § 220-13.B Corner Clearance.
- (3) Elsewhere on the lot, if the fence or wall exceeds six (6’) feet above grade it must be set back from the property line by a distance equal to its height.



“B. Corner clearance.

“On corner lots no fence, wall, sign, structure or plantings shall be erected, placed, planted or allowed to grow or parking spaces be located so as to materially impede the vision of motor vehicle operators. No obstruction to such vision other than the land at its natural grade shall be allowed between the heights of two and one half (2 ½) and eight (8) feet above the centerline grades of the intersecting streets and within a triangular area bounded by the two street lot lines and a straight line connecting those two lines at a point twenty five feet from their intersection.

“C. Modification.

“The requirements of §220-13 A and B may be modified by the Zoning Board of Appeals through the issuance of a special permit based upon its finding that such modification is warranted by concerns such as animal control or high levels of ambient noise or light that cannot otherwise be abated or other public interest considerations, and its finding that the modification would not be detrimental to the neighborhood nor would it jeopardize vehicular or pedestrian safety or convenience.”

**ARTICLE 16
Board of Selectmen**

To see if the Town will vote to amend the Lancaster Zoning Bylaw by deleting § 220-16 Development rate limitations, § 220-17 Single-family and two-family conversion limitation, § 220-18 Apartment limitation, § 220-19 Zoning change protection, and § 220-20 Major Residential Development Rate Limitations, in each case replacing them with “Not used,” or act in relation thereto, and further that nonsubstantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of the Town of Lancaster.

**ARTICLE 17
Board of Selectmen**

To see if the Town will vote to insert the following into the Lancaster Zoning Bylaw as new § 220-22.I. Curb Cuts, or act otherwise in relation thereto, and further that nonsubstantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of the Town of Lancaster

I. Curb cuts. Notwithstanding the provisions of § 220-60.A, these curb cut provisions shall be administered and enforced by the Board of Public Works

(1) Scope. The creation of a new or altered connection of a street or driveway to a street in the Town of Lancaster requires the prior issuance of a permit for doing so by the Board of Public

Works, with the exceptions of:

- Driveways already in existence where the use remains unchanged;
- Driveways subject to MGL Chapter 81, Section 21 (MA curb cut permit);
- Driveways reviewed by municipal boards under existing laws or regulations, including but not limited to Scenic Road regulations or subdivision regulations.

For long driveways (more than 100 feet) see also Section 220-22H (6).

(2) Procedure.

- (a) Application. The applicant shall provide three (3) copies of an application to the Board of Public Works, including a plan showing:
- Any street or driveway that is to be created, altered, or closed and its relationship with the accessed way;
 - Design and construction details described under Section 4.

The Board of Public Works shall consult with the Superintendent of Public Works, Building Inspector, Police Chief, Fire Chief, Planning Director and other interested town officials to obtain their comments on the plan, and shall within 21 days of receipt of a complete application notify the applicant either that the proposal conforms with the Town's standards or that it does not, citing any necessary modifications, conditions, or restrictions.

- (b) Review. The Town will inspect the project during and after construction. If the Town's requirements are met the Board shall upon written application for release issue a curb cut certificate of approval forthwith, and release any security being held. If the Board takes no action within twenty-one (21) days of the date of complete application for release of security the curb cut security is to be released forthwith and the Town Clerk may so certify.
- (c) Access. The Board has the authority to halt construction and/or to prohibit access to said street or driveway if construction is not consistent with the approved plan, until non-compliant conditions have been corrected.
- (d) Approval. The Board of Public Works shall sign off on the permit following satisfactory completion of construction.
- (e) Appeal. A decision of the Board of Public Works on an application for a curb cut permit may be appealed to the Board of Appeals in accordance with G.L. c.40A, § 8 and § 15.

(3) Enforcement

- (a) Security. Where apt, the Board of Public Works may require the posting of security to assure the completion of requirements within the way being accessed consistent with the approved application.
- (b) Revocation. Any violation of this permit or failure to comply with all requirements of the Superintendent of Public Works and the Board of Public Works shall result in revocation of the permit and denial of access to the way.
- (c) Forfeiture. Failure to satisfactorily complete required actions may result in the forfeiture of any security that has been posted.

(4) Design and construction standards

- (a) Geometry. Driveways shall be located to the best advantage with regard to alignment with the public way and to intersect with it at as close to a right angle as possible, and in no event at less than 60 or more than 120 degrees. The curb line radius of the edge of the intersection with the travelled way shall be a minimum of 5 feet for a single-family residential driveway on a minor street, and not more than 30 feet on a collector or arterial street, as designated in the Lancaster Zoning Map. The last twenty (20) feet of the driveway before the travelled way shall be:

- If serving a single-family residence at least 9 feet width if no longer than 100 feet and at least 10 feet width if longer;
- At least 12 feet and not more than 24 feet width for other uses.

Those final twenty (20) feet of the driveway shall be offset by up to 20 feet from the property sideline depending upon the needs of the anticipated use and the location.

- (b) Sight distance. No wall or other obstruction shall be constructed, planted or maintained at the intersection being created which reduces sight distance to less than that needed for safe egress in light of the speed of traffic on the road. No new driveway shall be located where the minimum sight distance would be less than 450 feet in each direction on arterial streets, 275 feet on collector streets, and 175 feet on minor streets, as designated on the Lancaster Zoning Map.
- (c) Stormwater. Existing drainage swales parallel to the way shall not be obstructed by driveways or intersecting streets. Culverts of appropriate size and durable material shall be provided by the applicant to the satisfaction of the Public Works Superintendent. Culverts should be set back a minimum of four (4) feet from the edge of the travelled way. Culvert length should exceed the width of the driveway at that point by a minimum of six (6) feet in length.
- (d) Grading and drainage shall be configured such that no surface water drains onto any public way or onto any lot in separate ownership.
- (e) Gradient. The driveway gradient shall be:
 - consistent within the intersected public way with that of the sidewalk if one exists;
 - not less than 0.5% or greater than 5.0% in the first six feet outside of the right of way;
 - not more than 9% for the next fourteen feet, and
 - not more than 12% after that.
- (f) Reversing direction. Parking and driveways for accommodating four or more vehicles shall be configured so that backing onto or off of the road is not necessary.
- (g) Materials. Street intersections shall use materials as required by the Subdivision Regulations of the Lancaster Planning Board. Driveways shall have a durable, dustless, all weather surface suitable for year-round use, such as bituminous concrete.
- (h) Following consultation with the Superintendent of Public Works, Town Planner, Police Chief and Fire Chief, the Board of Public Works may modify the application of these requirements based on sound engineering practice to accommodate special cases of site configuration and driveway usage.

ARTICLE 18 Board of Selectmen
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To see if the Town will vote to amend the Zoning Bylaw, Chapter 220, Article VII so that it reads as follows, and to amend the Town's Official Zoning Overlay Map accordingly, or act otherwise in relation thereto, and further that nonsubstantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of the Town of Lancaster

ARTICLE VII
Floodplain Regulations

§ 220-24. Purpose.

It is the purpose of the Floodplain Regulations to provide standards for the use of those lands deemed subject to seasonal or periodic flooding; to eliminate potential dangers to the health and safety of the occupants thereof; and to prevent loss and damage to property.

§ 220-25. Establishment of district.

The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Lancaster designated as Zones A and AE, on the Worcester County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Worcester County FIRM that are wholly or partially within the Town of Lancaster are panel numbers 25027C0287E, 25027C0288E, 25027C0289E, 25027C0293E, 25027C0294E, 25027C0451E, 25027C0452E, 25027C0454E, 25027C0456E, 25027C0457E, 25027C0458E, 25027C0459E, 25027C0462E, 25027C0466E and 25027C0467E dated July 4, 2011. The exact boundaries of the Flood Plain District are defined by the 100-year base flood elevations shown on the FIRM and further defined by the Worcester County Flood Insurance Study (FIS) report dated July 4, 2011. The FIRM and FIS report are incorporated herein by reference and made part of the Town's Official Zoning Overlay Map and are on file with the Town Clerk, Planning board and Building Inspector.

§ 220-26. Development regulations.

A. No building for residential use (see § 220-8.1) shall be erected within the Floodplain District. With that exception, within the Floodplain District the underlying permitted uses are allowed provided that they meet the additional requirements of this Article VII, as well as those of the Massachusetts State Building Code dealing with construction in floodplains.

The Floodplain District is established as an overlay district to all other districts. All development in the district, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following:

- Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR 120.G, "Flood Resistant Construction and Construction in Coastal Dunes");
- Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);
- Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
- Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5).

Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations.

B. Within Zone A, where the base flood elevation is not provided on the FIRM, the Building Inspector shall obtain any existing base flood elevation and floodway data available from a federal, commonwealth, or other source, as criteria for application of the requirements of this and other applicable flood hazard controls.

C. In Zone AE, along watercourses that have a regulatory floodway within the Town of Lancaster designated on the Worcester County FIRMs, the following provisions shall apply:

(1) All encroachments, including fill, new construction, substantial improvements to existing structures, and other development are prohibited unless certification by a registered professional engineer is provided by the applicant demonstrating that such encroachment shall not result in any increase in flood levels during the occurrence of the one-hundred-year flood.

(2) Any encroachment meeting the above standard shall comply with the floodplain requirements of the State Building Code.

D. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit

encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge (i.e., the one-hundred-year flood). Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or 5 acres, whichever is the lesser, within unnumbered A zones.

E. In a riverine situation, the Conservation Commission Agent shall notify adjacent communities, the NFIP State Coordinator^[1], and the FEMA Region I NFIP Program Specialist^[2] of any alteration or relocation of a watercourse.

[1] As of 2011 the State Coordinator is in the MA DCR at 251 Causeway St., Suite 600-700, Boston 02114-2104.

[1] As of 2011 the FEMA NFIP Program Specialist is at Federal Emergency Management Agency, Region I, 99 High St., 6th floor, Boston 02110.

ARTICLE 19

Board of Selectmen

To see if the Town will vote to amend the Lancaster Zoning Bylaw as follows, or act otherwise in relation thereto, and further that nonsubstantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of the Town of Lancaster

1. Renumber § 220-31 Permit required: fees as § 220-32.
2. Insert a new § 220-31 to read as follows:

“§ 220-31. Size, location and Illumination Exceptions. The Board of Appeals may grant exceptions regarding the size, location and allowable illumination of signs (such as allowing direct illumination) upon its determination that the objectives of facilitating efficient communication, avoidance of visual conflict with the environs, and good relationships between signs and the buildings to which they relate are satisfied, considering the following among other considerations.

- A. Sign size is appropriate in relation to development scale, viewer distance, speed of vehicular travel, street width, and signage on nearby premises.
- B. Visibility of other public or private signage on nearby premises is not unreasonably diminished.
- C. Sign content is simple and neat, with minimum wording to improve legibility.
- D. Sign placement, colors, lettering style, and form are compatible with building design.
- E. Sign design and location do not interrupt, obscure or hide architectural features of the building, such as columns, sill lines, cornices, or roof edges.
- F. Sign brightness is not inconsistent with that of other signs in the vicinity.”

ARTICLE 20

Board of Selectmen

To see if the Town will vote to amend the Lancaster Zoning Bylaw by revising § 220-34 so that it reads as follows, or act otherwise in relation thereto, and further that nonsubstantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of the Town of Lancaster:

§ 220-34. Site plan review.

“A. Applicability. Applications for building permits or certificates of use and occupancy involving creation of, addition to, or substantial alteration of a parking area shall be subject to site plan review if either it serves a non-residential principal use or if it serves only a residential use and has 10 or more parking spaces.”

ARTICLE 21
Board of Selectmen

To see if the Town will vote to amend the Lancaster Zoning Bylaw as follows, and to amend the Official Zoning Overlay Map accordingly, or act otherwise in relation thereto, and further that nonsubstantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of the Town of Lancaster

A. Revise § 220-39.D so that it reads as follows:

“D. Establishment and delineation of Water Resource District. For the purpose of this district, there is hereby established within the Town of Lancaster certain groundwater protection areas, consisting of aquifers or recharge areas which are delineated on the map titled “Town of Lancaster Official Zoning Overlay Map,” (Section 220 Attachment 3), dated 05-01-2009, as may be amended from time to time by Town Meeting vote under the recommendation of a registered professional engineer (civil or sanitary), hydrologist, geologist, or soil scientist. This map is hereby made a part of the Town of Lancaster Zoning Bylaw and is on file in the office of the Town Clerk.”

B. Revise § 220-9.G(8) replacing “Planning Board” with “Board of Appeals,” so that it begins as follows:

“(8) The special permit shall be approved, provided that the proposal satisfies Subsection G(1) through (7) above, and that the Board of Appeals 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:”

ARTICLE 22
Board of Selectmen

To see if the Town will vote to amend the Lancaster Zoning Bylaw by amending the first paragraph of § 220-63 Concept Plan so that it reads as follows, or to act otherwise in relation thereto, and further that nonsubstantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of the Town of Lancaster

“A. Petitioners for zoning map change to NB, HB, LO, LI, LI2 or GI Districts shall, prior to their public hearing, submit a concept plan to the Planning Board, with the exception of petitions submitted by the Planning Board.”

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 seven 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

Jennifer B. Leone, *Chairman*

John P. Sonia, *Clerk*

Christopher J. Williams, *Member*

Date of Execution

CONSTABLE'S CERTIFICATION

I hereby certify under the pains and penalties of perjury that I posted an attested a 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
Mary Rowlandson Elementary School
May 2, 2011**

Abbreviated Notes

The Annual Town Meeting was called to order at 7:00 p.m. by Moderator David I. Spanagel. A total of 150 registered voters and 11 non-voting guests were signed in by Registrars John Ranieri and Kevin Baer. Moderator Spanagel lead the audience in reciting the Pledge of Allegiance and then 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 James Piermarini, Jay Riley, Janet Baylis, Walter Sendrowski and Peter CampoBasso, Town Administrator Orlando Pacheco, Finance Director Cheryl Gariepy and Town Clerk Sue Thompson.

Moderator Spanagel then asked for a moment of silence for residents of the Town who had died during the past six months, including:

- Thomas Neil Morris, a member of the Conservation Commission, Town Forest Committee, Veteran's Memorial Study Commission and a long-time election worker
- Wilda Gail Bruso, a member of the Lancaster Arts Council and the Historical Commission
- June A. David, cafeteria worker for the Nashoba Regional School District, election worker, Council on Aging volunteer, and member of the Senior Tax Abatement Program.
- Kenneth W. Rauscher, Nashoba Regional School District Custodian and Lancaster Plumbing and Gas Inspector.
- Norm Myerow, baking instructor at Minuteman Career and Technical High School
- Eleanor Mahoney, Special Ed Teacher at Mary Rowlandson Elementary School
- Joseph P. "Champ" Ciampaglia, Nashoba Regional School District Custodian

Moderator Spanagel spent a few minutes explaining Town Meeting procedures, and the meeting got underway.

Article 1 – On a motion by John Sonia and a second by Christopher Williams, the town unanimously approved the Fiscal Year 2011 Capital expenditures as printed in the warrant.

Article 2 – On a motion by Jennifer Leone and a second by Christopher Williams, the town unanimously approved the Fiscal Year 2012 Water Enterprise Fund as printed in the Warrant, with

one amendment. The town approved an additional \$15,000 from water revenue (user charges) for the purchase of a truck, which had been in the warrant for \$25,000 and was now going to cost \$40,000.

Article 3 – Christopher Williams moved, with a second by Jennifer Leone, to approve the FY2012 operating budget of \$16,150,254 as attached to the warrant. Jennifer Leone then moved, with a second by John Sonia, to amend the operating budget by reducing the Nashoba Regional School District Assessment by \$166,865, making the school budget level-funded from the previous year. After much discussion, the amendment was defeated by a vote of 51 in favor and 80 against. A motion to reconsider the amendment failed. The original budget of \$16,150,254, creating a deficit of \$132,873, was then approved, with only 2 negative votes.

Article 4 – On a motion by John Sonia and a second by Jennifer Leone, the town voted unanimously to appropriate \$20,000 from the Fiscal Year 2012 Overlay Account for Abatements to fund the Senior Tax work-off Abatement Program.

Article 5 – On a motion by Jennifer Leone and a second by Christopher Williams, the town voted by 81 in favor and 7 opposed to approve the Wage and Compensation Schedule as printed in the Warrant. The effective date was amended to June 1, 2011 to offset increases in healthcare costs

Article 6 – On a motion by Christopher Williams and a second by Jennifer Leone, the town voted unanimously to approve the revolving funds as printed in the warrant.

Article 7 – On a motion by John Sonia and a second by Jennifer Leone, the town voted unanimously to accept any public funds for repairs to roadways, culverts, bridges, water systems, tree planting, and snow removal, and to authorize the Collector-Treasurer to borrow in anticipation of those funds if needed.

Article 8 – On a motion by Jennifer Leone and a second by Christopher Williams, the town voted unanimously to authorize the Treasurer/Collector to borrow in anticipation of reimbursements for authorized road improvements and other projects provided for under Chapter 90 Local Transportation Aid.

Article 9 – On a motion by Christopher Williams and a second by Jennifer Leone the Town voted by majority vote, with one opposing vote, to authorize the Treasurer/Collector to enter into Compensating Balance Agreements for FY2012, pursuant to M.G.L. c.44, §53F.

Article 10 – On a motion by Jack Sonia and a second by Christopher Williams it was voted unanimously to accept the provisions of Massachusetts General Law Chapter 44, Section 53F ½ to establish a Renewable Energy Utility Enterprise Fund, which will employ the same accounting practices as the Water Enterprise Fund.

Article 11 – On a motion by Jennifer Leone and a second by Christopher Williams, the Town voted, 80 in favor and 7 opposed, to authorize the Treasurer-Collector, with the approval of the Selectmen, to borrow pursuant to the provisions of G.L. c.44 §7(3B) an amount not to exceed Two Million Five Hundred Thousand dollars to pay for the cost of designing, permitting and constructing a solar array on the Town's capped landfill parcel. A motion to reconsider was defeated by majority vote, with only 3 ayes.

Article 12 – On a motion by Christopher Williams and a second by John Sonia, the Town voted, with only 1 negative vote, to transfer the land shown on Map 14, Parcel 7, the former landfill, to the Board of Selectmen and to authorize the Board of Selectmen to lease portions of said land for the installation of renewable energy generating equipment and facilities.

Article 13 – On a motion by Jack Sonia and a second by Christopher Williams the Town voted unanimously to authorize the creation of a Capital Item Stabilization Account, under the provision of Massachusetts General Law Chapter 44, Section 5B.

Article 14 – On a motion by Jennifer Leone and a second by Christopher Williams the Town

voted unanimously to accept the amendments to Section 220-3 “Definitions” of the Lancaster Zoning By-Law as printed in the Warrant. Planning Board chair Jeanne Rich read the report of the Planning Board and stated that the purpose of this Article and the following eight was to clean up and standardize the Zoning By-Law. No changes in zoning districts were being proposed.

Article 15 – On a motion by Jennifer Leone and a second by John Sonia the Town voted by majority vote, with two opposing votes, to amend Section 220-13 “Fences, Walls and Corner Clearances” of the Lancaster Zoning By-Law as printed in the Warrant. Planning Board member Phillip Lawler read the Planning Board’s report.

Article 16 – On a motion by Jack Sonia and a second by Christopher Williams the Town voted, with one dissenting vote, to amend the Lancaster Zoning By-Law by deleting Sections 220-16 “Development rate limitations,” 220-17 “Single-family and two-family conversion limitation,” 220-18 “Apartment limitation,” 220-19 “Zoning change protection,” and 220-20 “Major Residential Development Rate Limitations,” in each case replacing them with “Not used.” PB Chair Jeanne Rich read the report of the Planning Board.

Article 17 – On a motion by Jennifer Leone and a second by Christopher Williams the Town voted unanimously to insert a new § 220-22.I. Curb Cuts into the Lancaster Zoning Bylaw as printed in the warrant. PB member John King read the Planning Board report on this article.

Article 18 – On a motion by Christopher Williams and a second by John Sonia the Town voted unanimously to amend Chapter 220, Article VII Floodplain Regulations of the Lancaster Zoning Bylaw as printed in the warrant, and to amend the Town’s Official Zoning Overlay Map accordingly. PB member Victor Koivumaki read the Planning Board report on this article.

Article 19 – On a motion by John Sonia and a second by Jennifer Leone the Town voted unanimously to amend § 220-31 and § 220-32, “Size, location and Illumination Exceptions” of the Lancaster Zoning Bylaw as printed in the warrant. PB member Francis Sullivan read the Planning Board report on this article.

Article 20 – On a motion by Jennifer Leone and a second by Christopher Williams the Town voted unanimously to amend § 220-34 Site Plan Review of the Lancaster Zoning Bylaw as printed in the warrant. PB chair Jeanne Rich read the Planning Board report on this article.

Article 21 – On a motion by Christopher Williams and a second by Jennifer Leone the Town voted unanimously to amend § 220-39.D and § 220-9.G(8) Water Resource District of the Lancaster Zoning Bylaw as printed in the warrant, and to amend the Town’s Official Zoning Overlay Map accordingly. PB member Philip Lawler read the Planning Board report on this article.

Article 22 – On a motion by Jack Sonia and a second by Christopher Williams the Town voted, with one dissenting vote, to amend § 220-63 Concept Plan of the Lancaster Zoning By-Law as printed in the warrant. PB member Victor Koivumaki read the Planning Board report on this article.

There being no further business, Moderator Spanagel adjourned the Annual Town Meeting at 9:05 p.m.

ANNUAL TOWN ELECTION

May 9, 2011

The polls were opened at 7 a.m. by Warden Rita Ford. Serving at the polls were inspectors Leslie Montague, Marilyn Chambers, Claire Griffiths, Carolyn Stump, Ann Mazzola, Betty Millet, Lorry Doucet, Joy Peach, Len Kelley, Hank Paszko, Joan Mitchell and Frank Mitchell. Ballts were counted by Tally Warden Chester Locke and Tally Clerks Susan Polansky, Len Kelley and Ann Mazzola. Ann

Mazzola and Barbara Bartlett served as Election Clerks.

MODERATOR	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
DAVID I. SPANAGEL	99	127	226
All Others	2	3	5
Blanks	24	32	56
TOTAL	125	162	287

SELECTMAN	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
JOHN P. SONIA	93	134	227
All Others	2	1	3
Blanks	30	27	57
TOTAL	125	162	287

DEPT. OF PUBLIC WORKS	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
DOUGLAS A. DeCESARE	44	79	123
JAMES A. LAITE	79	73	152
All Others	0	0	0
Blanks	2	10	12
TOTAL	125	162	287

BOARD OF HEALTH	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
STEPHEN PIAZZA	91	116	207
All Others	4	1	5
Blanks	30	45	75
TOTAL	125	162	287

LIBRARY TRUSTEE -- VOTE FOR TWO	Pct 1 - Total	Pct 2 - Total	TOTAL
EMILY J. ROSE	101	123	224
FRANK T. MacGRORY	92	139	231
All Others	0	0	0
Blanks	57	62	119
TOTAL	250	324	574

PLANNING BOARD	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
JEANNE G. RICH	86	128	214
All Others	0	0	0
Blanks	39	34	73
TOTAL	125	162	287

FINANCE COMMITTEE	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
PETER A. CAMPOBASSO	101	129	230
All Others	0	0	0
Blanks	24	33	57
TOTAL	125	162	287

HOUSING AUTHORITY	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
HENRY A. RICHTER	108	137	245
All Others	0	1	1

Blanks	17	24	41
TOTAL	125	162	287

NRSD COMMITTEE	Pct 1 - Total	Pct 2 - Total	GRAND TOTAL
JULIE E. FAY	100	125	225
All Others	0	0	0
Blanks	25	37	62
TOTAL	125	162	287

**WARRANT FOR
SPECIAL TOWN MEETING
October 3, 2011
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 at Lancaster Town Hall Auditorium, **695 Main Street, in said Lancaster on Monday, the third day of October, at 7:00 o'clock in the evening**, then and there to act on the following Articles:

**ARTICLE 1
Finance Committee
Board of Selectmen**

To see if the Town will raise and appropriate or transfer from available funds the following sums of money, to be expended by the respective Departments or Officers indicated, for the capital projects and purchases itemized and described; or act in any manner relating thereto.

a. Snowplow & Attachments Purchase

Amount: \$22,418
Funds to be expended by: Board of Public Works
Purpose: To purchase Snowplow Attachments
Funding Source: Sale of Town Owned Land

b. Generator Purchase

Amount: \$7,500
Funds to be expended by: Board of Public Works
Purpose: Purchase of a Generator for the Highway Division
Funding Source: Sale of Town Owned Land

c. ADA Buildings Plan

Amount: \$4,000
Funds to be expended by: Planning Department
Purpose: ADA Town Buildings Analysis

Recommendation to be made from the floor.

ARTICLE 2 Water Enterprise Fund Board of Selectmen

To see if the Town will vote to appropriate \$80,000 (Eighty Thousand Dollars) from the Langen Road Water Line Project to fund the completion of the Neck Road Water Line Project to the intersection of Packard Street, or act in any manner relating thereto.

Recommendation to be made from the floor.

ARTICLE 3 Finance Committee Board of Selectmen

To see if the Town will vote to appropriate \$25,000 (Twenty Five Thousand Dollars) from Water Retained Earnings to fund the completion of the Neck Road Water Line Project to the intersection of Packard Street, or act in any manner relating thereto.

Recommendation to be made from the floor.

ARTICLE 4 Board of Selectmen

To see if the Town will vote, to approve (a) an amendment to the Tax Increment Financing (TIF) Agreement between J.C. Madigan, Inc. and the Town of Lancaster, as approved by vote taken under Article 17 of the May 7, 2007 Annual Town Meeting, in accordance with the provisions of Massachusetts General Laws Chapter. 40, section 59, said amendment as on file in the offices of the Board of Selectmen and Town Clerk and (b) authorize the Board of Selectmen to execute the amendment to the TIF agreement, and any documents relating thereto, and to take such other actions as necessary or appropriate to implement those documents; and take any other actions relating thereto.

ARTICLE 5 Finance Committee Board of Selectmen

To see if the Town will vote to transfer Forty Nine Dollars and Fifty Cents (\$49.50) from available funds to pay an unpaid bill from Fiscal Year 2011 (detail below), or act in a manner relating thereto.

The Finance Committee recommends passage of this article.

Department	Vendor	Amount	Date	Purpose
Board of Selectmen	Lancaster Sewer District	\$49.50	8/25/11	Sewer Usage

ARTICLE 6 Board of Selectmen

To see if the Town will vote to amend the vote taken under Article 3 of the May 2, 2011 Annual Town Meeting warrant appropriating funds to defray the expenses of the Town for the Fiscal Year beginning July 1, 2011, and, as necessary therefore, to raise, appropriate, transfer from available

funds, from the Water Enterprise Fund, by borrowing, by transfer from Overlay Surplus, by transfer from fund balance reserved for school debt or any combination thereof for the purpose of supplementing departmental expenses, and/or to reduce certain departmental expenses or otherwise amend said vote; or act in any manner relating thereto.

Finance Committee recommends passage of this article.

The approved budget for Fiscal Year 2012 and the particular funding sources and line items to be amended will be available at Town Meeting.

**ARTICLE 7
Board of Selectmen
Finance Committee**

To see if the Town will vote to transfer a sum of money from Free Cash to the Capital Stabilization Account, or act in a manner relating thereto.

Finance Committee recommends passage of this article.

**ARTICLE 8
Board of Selectmen
Planning Board**

To see if the Town will vote to amend and supplement the vote taken under Article 15 of the May 3, 2010 Annual Town Meeting to (a) authorize the Board of Selectmen to acquire by eminent domain, gift, donation, or otherwise, permanent easements necessary for the construction of traffic and safety improvements and related infrastructure improvements on Route 70 and Old Union Turnpike, in, on, and under all or any portion of the parcels of land shown on a plan entitled "Preliminary Right of Way Plan, Lunenburg Road (Route 70) at Old Union Turnpike, Lancaster, Worcester County, Project File No. 605216", dated July 2011, as prepared by Fort Hill Infrastructure Services, LLC, a copy of which is of file with the Town Clerk, and parcels or portions of parcels located within 50 feet of said parcels as may be shown on said Right-of Way Plan as hereinafter revised; and (b) to raise and appropriate, transfer from available funds, and/or borrow a sum of money to fund the foregoing acquisition and costs related thereto; 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 seven 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. Soni, *Member*

Date of Execution

CONSTABLE'S CERTIFICATION

I hereby certify under the pains and penalties of perjury that I posted an attested a 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 3, 2011
Results**

The Special Town Meeting, held at the Lancaster Town Hall Auditorium, was called to order at 7:00 p.m. by Moderator David I. Spanagel. A total of 30 registered voters and 9 non-voting guests were signed in by Registrars Mary Perreira and Kevin Baer. Moderator Spanagel introduced the Town Officials sitting on the stage: Board of Selectmen (BOS) members Christopher Williams, Jennifer Leone and John Sonia; Finance Committee (FinCom) Members Janet Baylis, Peter CampoBasso 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 any local residents who had passed away since the Annual Town Meeting in May.

Article 1 – On a motion by Christopher Williams and a second by Jennifer Leone, the Town voted unanimously to approve the Capital Expenditures as printed in the Warrant.

Article 2 – On a motion by Jennifer Leone and a second by Christopher Williams, the Town voted unanimously to appropriate \$80,000 from the Langen Road Water Line Project to fund completion of the Neck Road Water Line Project.

Article 3 – On a motion by John Sonia and a second by Christopher Williams, the Town voted unanimously to withdraw Article 3.

Article 4 – On a motion by Christopher Williams and a second by Jennifer Leone, the Town voted by a majority vote of 19 yeas and 6 nays to amend the Tax Increment Finance Agreement with JC Madigan Inc. approved under Article 17 of the May 7, 2007 Annual Town Meeting.

Article 5 – On a motion by Jennifer Leone and a second by Christopher Williams, the Town voted by a majority vote of 26 yeas and 1 nay (an 9/10th majority vote was needed to pass this article) to transfer \$49.50 from available funds to pay an unpaid Lancaster Sewer District bill from Fiscal Year 2011.

Article 6 – On a motion by John Sonia and a second by Christopher Williams, the Town voted unanimously to amend the vote taken under Article 3 of the May 2, 2011 Annual Town Meeting by transferring from the budget line item for insurances to the budget line items for public safety the amount of \$10,000, and from the budget line item for insurances to the budget line items for General Government the amount of \$39,330, by further reducing the appropriations for Insurances in the amount of \$14,279, and by increasing revenues by \$119,264. The Town's approved FY12 Operating Budget is \$16,135,975.

Article 7 – On a motion by Christopher Williams and a second by Jennifer Leone, the Town voted

unanimously to withdraw Article 7.

Article 8 – On a motion by John Sonia and a second by Christopher Williams, the Town voted unanimously to amend and supplement the vote taken under Article 15 of the May 3, 2010 Annual Town Meeting .

There being no further business, Moderator Spanagel thanked the audience for their participation and accepted a motion by Christopher Williams and a second by Jennifer Leone to adjourn the meeting at 7:40 p.m.

XII. FINANCIAL REPORTS

BOARD OF ASSESSORS

<u>YEAR</u>	<u>VALUATION</u>	<u>TO BE RAISED</u>	<u>TAX RATE</u>
2009	854,133,389.00	12,675,339.49	14.84
2010	826,026,350.00	13,274,243.45	16.07
2011	805,411,049.00	13,796,691.27	17.13
2012	788,609,858.00	13,137,660.85	17.94

MONEY APPROPRIATED AT TOWN MEETING	\$17,134,140.00
TAX TITLE	20,000.00
DEBT & INTEREST CHARGES	-0-
CHERRY SHEET OFFSET	10,555.00
OVERLAY DEFICITS	-0-
SNOW & ICE DEFICIT	-0-
STATE & COUNTY ASSESSMENT	107,21.00
CURRENT OVERLAY	114,268.85
GROSS AMOUNT TO BE RAISED	\$17,385,984.85

MONEY RECEIVED FROM THE STATE/FEDERAL SOURCES	\$ 947,830.00
LOCAL ESTIMATED RECEIPTS	\$1,526,328.00
ENTERPRISE FUND	\$ 730,248.00
REVENUE FROM OTHER SOURCES	\$ 33,918.00
TOTAL REDUCTIONS	\$3,238,324.00

	<u>VALUE</u>	<u>TAX</u>
ASSESSED VALUATION (REAL ESTATE)	770,223,807	13,817,815.10
ASSESSED VALUATION (PERSONAL PROPERTY	18,386,051	329,845.75

SUPPLEMENTAL TAX COMMITTED FISCAL YEAR 2011	\$24,033.97
---	-------------

AMOUNT COMMITTED TO TAX COLLECTOR

REAL PROPERTY	\$14,281,193.14
PERSONAL PROPERTY	329,845.67
SEWER BETTERMENT LIEN	156,085.41
SEWER BETTERMENT INTEREST	142,987.62
SEWER USAGE LIENS	<u>100,698.71</u>
TOTAL SEWER	\$ 399,771.74
WATER LIENS	\$59,692.76

SEPTIC LOAN PROGRAM	
PRINCIPAL	2,467.10
INTEREST	<u>1,448.43</u>
TOTAL SEPTIC LOAN PROGRAM	3,915.53

EXEMPTION GRANTED UNDER CHAPTER 59, SECTION 5, CLAUSE 22,22A,22B,22E,
VETERANS - CLAUSE 37, CLAUSE 17D, SURVIVING SPOUSE.
TOTAL AMOUNT FOR FISCAL 2012 \$19,525.00

ELDERLY PERSONS OVER 65 YEARS QUALIFIED UNDER CHAPTER 59, SECTION 5,
CLAUSE 41C.
TOTAL AMOUNT FOR FISCAL 2012 \$34,000.00

ELDERLY WORK PROGRAM FISCAL 2012 \$13,638.00

EXCISE TAX COMMITMENT MADE IN 2011 TO THE TAX COLLECTOR

2009.....	\$ 7.50
2010.....	\$ 5,259.25
2011.....	\$ 766,354.59

EXCISE TAX ABATEMENT MADE IN 2011

2007.....	\$ 23.03
2008.....	\$ 127.75
2009.....	\$ 293.54
2010.....	\$ 2,021.14
2011.....	\$ 24,611.33

FINANCE DIRECTOR REPORTS

Town of Lancaster, Massachusetts
Combined Balance Sheet-All Fund Types
June 30, 2011

	<u>Governmental Fund Types</u>			<u>Proprietary Fund Type</u>	<u>Fiduciary Fund Type</u>	<u>Account Group</u>	<u>Total</u>
	Chapter 90B						(Memorandum Only)
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Enterprise</u>	<u>Trust and Agency</u>	<u>General Long Term Debt</u>	
<u>Assets</u>							
Cash and Cash Investments	\$1,928,122	\$851,441	(\$3,999)	\$981,750	\$2,308,960		\$6,066,275
Due from Other Funds							
Receivables:							
Property Taxes	296,318						296,318
Allowance for Abatements and Exemptions	(86,009)						(86,009)
Tax Liens	502,406			15,479			517,885
Excises	114,625						114,625
Departmental	200,485			174,784			375,268
Due from Other Governments							0
Fixed Assets				2,814,709			2,814,709
Tax Foreclosure Receivable	197,507						197,507
Amount to be Provided for Payment of Bonds						13,881,286	13,881,286
Total Assets	\$3,153,453	\$851,441	(\$3,999)	\$3,986,722	\$2,308,960	\$13,881,286	\$24,177,863
<u>Liabilities and Fund Equity</u>							
<u>Liabilities:</u>							
Warrants Payable							\$0
Due to Other Funds							\$0
Withholdings Payable							\$0
Due to Other Governments							\$0
Due to Individuals	12,697						\$12,697
Performance Bonds Payable							\$0
Landfill Closure Costs Payable							\$0
Bond Anticipation Notes Payable							\$0
Contributed Capital - Fixed Assets				2,814,709			\$2,814,709
Bonds Payable						13,881,286	\$13,881,286
Deferred Revenue:							\$0
Property Taxes	210,308			174,802			\$385,110
Tax Liens	502,422			15,479			\$517,901
Foreclosure	197,507						\$197,507
Excises	115,049						\$115,049
Departmental	200,485						\$200,485
Total Liabilities	1,238,468	0	0	3,004,990	0	13,881,286	18,124,744
<u>Fund Equity:</u>							
Contributed Capital				0			
Retained Earnings:							
Unreserved							0
Fund Balances:							0
Deficit to be raised Water							0
Reserved for Encumbrances	16,770						16,770
Reserved for Snow Subsequent Yr Exp	0		(3,999)	310,386			306,388
Reserved for Endowments					703,232		703,232
Unreserved:							0
Designated to be Bonded	0						0
Designated (SBA)	843,098						843,098
Undesignated	1,055,117	851,441		671,346	1,605,728		4,183,632
Total Fund Equity	1,914,985	851,441	(3,999)	981,733	2,308,960	0	6,053,119
Total Liabilities and Fund Equity	\$3,153,453	\$851,441	(\$3,999)	\$3,986,722	\$2,308,960	\$13,881,286	\$24,177,863

Town of Lancaster, Massachusetts
Statement of Revenues, Expenditures and
Changes in Fund Balance
All Governmental Fund Types and Expendable Trust Funds
June 30, 2011

	<u>Governmental Fund Types</u>				<u>Fiduciary</u>	<u>Total</u>
	<u>General</u>	<u>Special</u>	<u>Chapter 90 &</u>	<u>Enterprise</u>	<u>Fund Type</u>	<u>(Memorandum</u>
		<u>Revenue</u>	<u>Capital</u>		<u>Exp & Non Exp</u>	<u>Only)</u>
			<u>Projects</u>		<u>Trust & Agency</u>	
Revenues:						
Property Taxes	\$13,621,861	\$	\$	\$	\$	\$13,621,861
In Lieu of Taxes	11,853					11,853
Excises	831,559					831,559
Other Taxes	186,914					186,914
Licenses, Permits and Fees	154,876					154,876
Intergovernmental	983,325	752,274	141,764		74,427	1,956,791
Charges for Services	189,074	84,800		1,195,672		1,469,546
Penalties and Interest	139,434			19,008		158,442
Fees	47,775					47,775
Fines & Forfeitures	67,285				1,225,789	1,293,075
Departmental	14,670					14,670
Earnings on Investments	13,488	848			18,076	32,412
Miscellaneous	1,343	925,258	21,228	18,956		966,785
Total Revenues	16,268,459	1,763,180	162,992	1,233,636	1,318,292	20,746,559
Expenditures:						
General Government	1,138,437	226,244	245,150		112,800	1,722,631
Public Safety	1,484,146	777,496	699			2,262,341
Education	9,470,767					9,470,767
Highways and Public Works	705,074		158,014	463,266		1,326,354
Human Services	115,883					115,883
Culture and Recreation	263,329	54,993			4,346	322,668
Intergovernmental Cherry Sheet Adjustment	107,139					107,139
Employee Benefits	995,069				1,236,013	2,231,082
Debt Service	1,530,574			183,705		1,714,279
Capital Outlay		299,147		280,847		579,994
Total Expenditures	15,810,418	1,357,880	403,863	927,818	1,353,159	19,853,138
Excess of Revenues Over (Under) Expenditures	458,041	405,300	(240,871)	305,818	(34,867)	893,421
Other Financing Sources (Uses):						
Operating Transfers - In		14,385	235,969			250,354
Operating Transfers - Out	(196,354)	(35,000)			(19,000)	(250,354)
Proceeds from Bonds			0			0
Total Other Financing Sources (Uses)	(196,354)	(20,615)	235,969	0	(19,000)	0
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	261,687	384,685	(4,902)	305,818	(53,867)	893,421
Fund Balance July 1, 2010	1,653,298	466,756	904	675,915	2,362,827	5,159,700
Adjustments						
Fund Balance June 30, 2011	\$1,914,985	\$851,441	(\$3,998)	\$981,733	\$2,308,960	\$6,053,121

FY2011 BUDGET VS ACTUAL

	<u>ATM</u>	<u>Increase</u>	<u>ATM/STM</u>	<u>ACTUAL</u>
	<u>Fiscal</u>		<u>Fiscal 2011</u>	<u>Fiscal</u>
	<u>2011</u>	<u>(Decrease)</u>		<u>2011</u>
Tax Levy	13,696,795	111,271	13,808,066	13,808,066

State Aid - Net of Assessments	887,053	0	887,053	895,055
Local Estimated Receipts	1,426,017	(56,360)	1,369,657	1,382,988
	16,009,865	54,911	16,064,777	16,086,109
General Government:				
Salaries & Wages	663,503	(20,464)	643,039	619,798
Expenses	596,646	(56,018)	540,628	528,639
General Government Total	1,260,149	(76,482)	1,183,667	1,148,437
Public Safety:				
Salaries & Wages	1,362,068	10,970	1,373,038	1,302,681
Expenses	195,808	0	195,808	18,746
Public Safety Total	1,557,876	10,970	1,568,846	1,321,427
Education:				
Minuteman Assessment	551,137	0	551,137	551,140
Nashoba Regional Assessment	8,919,710	0	8,919,710	8,919,627
Education Total	9,470,847	0	9,470,847	9,470,767
Public Works:				
Salaries & Wages	340,967	3,151	344,118	340,366
Expenses	269,497	102,306	371,803	364,709
Public Works Total	610,464	105,457	715,921	705,075
Health & Human Services:				
Salaries & Wages	43,433	1,021	44,454	42,360
Expenses	60,339	0	60,339	73,424
Health & Human Services Total	103,772	1,021	104,793	115,784
Culture & Recreation:				
Salaries & Wages	201,075	7,321	208,396	208,943
Expenses	46,571	11,725	58,296	54,386
Culture & Recreation Total	247,646	19,046	266,692	263,329
Sub Total - Departmental Totals	13,250,755	60,012	13,310,766	13,186,817
Total Salaries & Wages	2,611,046	1,999	2,613,046	2,514,147
Total Expenses	10,639,708	58,012	10,697,721	10,672,670
Sub Total Salaries & Wages / Expense	13,250,755	60,012	13,310,766	13,186,817
INSURANCES	1,035,890	3,658	1,039,548	995,887
DEBT SERVICE	1,533,574	0	1,533,574	1,532,142
TOTAL OPERATING BUDGETS	15,820,219	63,670	15,883,889	15,714,846
Added to Budget When Completing Tax Recap				
Tax Title	15,000		15,000	15,000
Snow & Ice Deficit	0		0	0
Library Cherry Sheet Offset	9,430		10,549	10,549
Allowance for Abatemments	114,000		120,000	20,000
BUDGET TOTAL	15,958,649		16,029,438	15,760,395
Surplus/(Deficit)	51,216		35,339	225,713
OTHER FUNDING SOURCES/(USES)				
Transfer From Free Cash				
Transfer From Stabilization				
Transfer From Overlay				
Transfer From Water				
Transfer From FB Rsrvd for Debt	84,310		84,310	84,310

Transfer From Central Fire Capital				
Mosquito Assessment Not Budgeted				
Transfer From Closed Capital				
Transfer TO Other Funds - Capital	(110,000)		(110,000)	(110,000)
Surplus/(Deficit)	25,526		9,649	200,023

Town of Lancaster
Annual Water Budget
Fiscal Years 2006 - 2011

	Actual FY 06	Actual FY 07	Actual FY 08	Actual FY 09	Actual FY 10	Actual FY 11
Charges for Services	547,909	518,166	542,165	705,582	757,836	1,144,635
State Revenue	0	0	0	2,333	0	0
Miscellaneous Revenues	0	33,177	4,108	10,086	9,780	11,820
Earnings on Investments	671	0	1,875	2,621	0	0
	548,580	551,343	548,148	720,622	767,616	1,156,455
	Actual	Actual	Actual	Actual	Budgeted	Budgeted
Water Enterprise						
Salaries & Wages	188,836	189,563	191,144	199,566	195,776	200,510
Expenses	163,383	267,119	178,866	165,345	196,757	197,457
Capital Outlay	53,343	1,104,960	179,443	85,375	33,550	33,696
Debt Service	23,933	49,950	205,965	195,585	189,285	183,705
Indirect Costs	79,555	87,169	99,880	89,880	99,880	99,880
Water Enterprise Total	509,050	1,698,761	855,298	735,751	715,248	715,248
Water Reserve Fund Chap 40 Sec 6	0	0	0	0	0	0
Budgeted Surplus						
TOTAL OPERATING BUDGETS	509,050	1,698,761	855,298	735,751	715,248	715,248
Transfer From Free Cash			62,685			
BAN/BOND		1,779,278				
Transfer From Water Capital			370,000	30,000		
Transfer TO Other Funds						
SURPLUS/DEFICIT	39,530	631,860	125,535	14,871	52,368	441,207

Town of Lancaster
FY12 Operating Budget

	ATM/STM <i>Fiscal 2011</i>	ATM <i>Fiscal 2012</i>	STM/Final <i>Fiscal 2012</i>
Tax Levy	13,796,691	14,205,771	14,315,771
State Aid - Net of Assessments	887,053	826,903	836,167
Local Estimated Receipts	1,370,138	1,358,432	1,358,432
	16,053,882	16,391,106	16,510,370
	Budgeted	Budgeted	Budgeted
General Government:			
Salaries & Wages	663,503	778,356	784,257
Expenses	597,171	665,530	698,959
General Government Total	1,260,674	1,443,886	1,483,216
Public Safety:			
Salaries & Wages	1,364,068	1,310,602	1,310,601
Expenses	195,808	211,963	221,963
Public Safety Total	1,559,876	1,522,564	1,532,564
Education:			
Minuteman Assessment	551,137	525,366	525,366
Nashoba Regional Assessment	8,919,710	9,086,575	9,086,575
Education Total	9,470,847	9,611,941	9,611,941
Public Works:			
Salaries & Wages	340,967	335,277	335,277
Expenses	319,831	335,416	335,416
Public Works Total	660,798	670,693	670,693
Health & Human Services:			
Salaries & Wages	43,433	27,870	24,455
Expenses	60,339	60,239	63,654
Health & Human Services Total	103,772	88,109	88,109

Culture & Recreation:			
Salaries & Wages	201,075	212,668	212,668
Expenses	58,296	59,713	59,713
Culture & Recreation Total	259,371	272,381	272,381
Sub Total - Departmental Totals	13,315,338	13,609,574	13,658,904
Total Salaries & Wages	2,613,046	2,664,772	2,667,258
Total Expenses	10,702,292	10,944,802	10,991,646
Sub Total Salaries & Wages / Expense	13,315,338	13,609,574	13,658,904
INSURANCES	1,039,548	1,091,415	1,027,806
DEBT SERVICE	1,533,574	1,449,265	1,449,265

TOTAL OPERATING BUDGETS	15,888,460	16,150,254	16,135,974
Added to Budget When Completing Tax Recap			
Tax Title	20,000	20,000	20,000
Snow & Ice Deficit	0	0	0
Library Cherry Sheet Offset	10,549	10,549	10,549
Allowance for Abatemments	109,176	109,176	109,176
BUDGET TOTAL	16,028,185	16,289,979	16,275,699
Surplus/(Deficit)	25,697	101,127	234,671
OTHER FUNDING SOURCES/(USES)			
Transfer From Free Cash			
Transfer From Stabilization			
Transfer From Overlay			
Transfer From Water			
Transfer From FB Rsrvd for Debt	84,310		
Transfer From Central Fire Capital			
Mosquito Assessment Not Budgeted			
Transfer From Closed Capital			
Transfer TO Other Funds - Capital	(110,000)	(234,000)	(234,000)
Transfer TO Capital Stabilization			
Surplus/(Deficit)	7	(132,873)	671

Raise &
Approp
Capital

Replace Cruiser	29,000
Cemetery Septic	30,000
Hwy - 1 Ton Pickup	35,000
Bldg Vehicle	25,000
Hwy - Drainage	35,000
Hwy - Culvert Repair	30,000
Prescott Design	50,000
TOTAL CAPITAL	
FY12	234,000

Chap 90 Hwy - Dump/Sander 162,000

Town of Lancaster FY 12 Water Budget

	Estimated Fiscal 2011	Actual FY 11	ATM/STM Fiscal 2012
Charges for Services	706,698	1,144,635	706,698
State Revenue	0	0	0
Miscellaneous Revenues	8,550	11,820	8,550
Earnings on Investments	0	0	0
	715,248	1,156,455	715,248
	Budgeted	Budgeted	Budgeted
Water Enterprise			

Salaries & Wages	200,510	200,510	193,842
Expenses	197,457	197,457	246,003
Capital Outlay	33,696	33,696	50,000
Debt Service	183,705	183,705	183,705
Indirect Costs	99,880	99,880	8,550
Water Enterprise Total	715,248	715,248	682,100
Water Reserve Fund Chap 40 Sec 6	0	0	33,148
Budgeted Surplus			
TOTAL OPERATING BUDGETS	715,248	715,248	715,248