

# TOWN OF LANCASTER

## 2017 ANNUAL REPORT



*Peter Christopher '18*



**TOWN OF LANCASTER**  
**ANNUAL TOWN REPORT**



ANNUAL REPORT OF OFFICERS AND  
COMMITTEES 2017



Members of the Luther Burbank Middle School Robotics Team learning about  
Lancaster's water infrastructure, photo, Barbara Bartlett

DEDICATED TO:

ROBERT W. PELLETIER

APRIL 2, 2018

# In Memoriam

RUTH ALTHEA BAIRD

*July 22, 2017*

*Thayer Memorial Library Assistant 1964-1966*

*Part time Library Assistant 1967-1970*



THEODORE R. MANNING

*August 3, 2017*

*Green Buildings Advisory Committee 2007-2010*

*Associate, and then Member (in 2010) of Conservation Commission 2008-2015*

*Recreation Committee 2010 - 2017*

*Open Space and Recreation Committee 2012 - 2017*

*Board of Public Works (most recently as "Clerk") 2013 - 2017*

*Associate Member of the Thayer Field Campus Committee 2014 – 2016*

*Energy Commission 2014 - 2017*



## 2017 Annual Report

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# Town of Lancaster

**This year's Annual Town Report celebrates the reopening of the "Prescott Building".**

Designed in 1906 by architect Herbert D. Hale, the former school has a Classical façade that speaks to the Colonial Revival sweeping the country at the time. Originally used as an elementary school, when the school was closed in 2002, the building fell into disrepair and was left vacant.

Lancaster voters approved the \$3.5 million for the renovation at Town Meeting in order to preserve this historical building, and groundbreaking commenced in February, 2017.

Redesigned by Architects Spencer, Sullivan, & Vogt, the new building design offers universal access and improved parking for residents. Town Hall Offices have been relocated to this enhanced space, along with a museum and office space for the Town's Historical Commission.

We hope to enjoy this beautiful space for many years to come!





# GENERAL INFORMATION

## ELECTED TOWN OFFICIALS AND COMMITTEES

### ***Moderator***

William E. O'Neil, Jr. May, 2020

### ***Board of Selectmen***

Stanley B. Starr, Jr., Chair May, 2020  
Walter F. Sendrowski, Clerk May, 2018  
Mark A. Grasso, Jr. May, 2019

### ***Board of Public Works***

John J. King, Jr., Chair May, 2018  
Courtney Manning May, 2018  
Douglas A. DeCesare May, 2020

### ***Board of Health***

Richard Belanger May, 2018  
John A. Farnsworth May, 2020  
Stephen Piazza, Chair May, 2019

### ***Finance Committee***

James E. Riley, Chair May, 2018  
D. Susan Thompson, Vice-Chair May, 2020  
Michelle Vasquez, Clerk May, 2018  
Emily J. Kerrigan May, 2020  
David DiTullio May, 2019

### ***Nashoba Regional School District Committee***

Alise K. Crossland May, 2020  
Kathryn J. Codianne May, 2018  
Susan Reardon May, 2019

### ***Board of Library Trustees***

Frank T. MacGrory, Vice Chair May, 2020  
Emily J. Rose, Chair May, 2020  
Stephanné J. Fiori May, 2018  
John C. Schumacher-Hardy May, 2018  
Frank S. Streeter, Secretary May, 2019  
Stephen Piazza May, 2019

### ***Planning Board***

Jeanne G. Rich, Vice-Chair May, 2021  
Francis Sullivan, Clerk May, 2019  
Russell W. Williston May, 2020  
Thomas J. Christopher May, 2022  
Philip F. Lawler, Chair May, 2018

### ***Housing Authority***

VACANT  
Duanne M. Miller, Vice-Chair  
Mary Judith MacLean  
Frank T. MacGrory  
Carol J. Sonia (State Appt.)

## APPOINTED BY THE BOARD OF SELECTMEN

### ***Animal Control Officer***

Phyllis A Tower 6/30/2018

### ***M.J.T.C. Representative***

Noreen Piazza 6/30/2018

### ***Animal Inspector (Barn Book)***

Phyllis A Tower 4/30/2018

### ***M.R.P.C. Alternate Rep.***

Thomas Christopher

### ***Building Inspector - Alternate***

Tony Zahariadis 6/30/2018

### ***Sealer of Weights & Measures***

Ronald W. Valinsky, Jr 6/30/2020

### ***Emergency Management Director***

Michael Hanson None

### ***Town Counsel***

Kopelman & Paige, P.C. 6/30/2018

### ***Environmental Coordinator***

*Vacant*

### ***Veterans' Agent and Alternate***

*Richard Voutour*

### ***Fence Viewer***

Tony Zahariadis 6/30/2018

### ***Veterans Burial Agent***

Mary de Alderete 6/30/2020

### ***Keeper of the Lockup***

Edwin Burgwinkel 6/30/2018

### ***Veterans Grave Agent***

*Vacant*

### ***Keeper of the Town Pound***

*Vacant*

### ***MART Advisory Board***

Alexandra Turner

### ***Measurer of Wood & Back***

Ronald W. Valinski, Jr. 6/30/2018



## MULTI-YEAR APPOINTMENTS BY THE BOARD OF SELECTMEN

### ***Building Official/Zoning Enforcement Officer***

Tony Zaharadiaz 06/30/2018

### ***Collector-Treasurer***

Mary Frost 07/02/2020

### ***Municipal Hearings Officer***

Orlando Pacheco None

### ***Conservation Agent***

David Koonce

### ***Planning Director***

Noreen Piazza 06/30/2018

### ***Constables***

Lyle W. Pierce 06/30/2019

### ***Police Chief***

Edwin H. Burgwinkel, Jr. 06/30/2018

### ***Director of Finance & Budget***

Cheryl Gariepy 10/09/2020

### ***Town Administrator***

Orlando Pacheco 06/30/2020

### ***Fire Chief***

Michael Hanson 12/31/2019

### ***Town Clerk***

Mary de Alderete 06/30/2020

### ***Insurance Advisory Comm. Retiree Representative***

Vacant

## BOARDS AND COMMISSIONS APPOINTED BY THE BOARD OF SELECTMEN

### AGRICULTURAL COMMISSION

Peter Jakubowicz, Vice-Chair	06/16/2020
David C. Kilbourn, Chair	06/16/2020
Susan V. Miner, Clerk	06/30/2019
Eric Jakubowicz	06/30/2019
Mary Moreira	06/16/2018

### ANIMAL CONTROL COMMISSION

Kelly E. Quill	06/30/2020
Joyce E. Moody	06/30/2019
Maribeth Eugene, Chair	11/15/2018
Philip Eugene	07/06/2018
Robert Foney	06/30/2019
Adrienne Gadoua	06/30/2020

### BOARD OF APPEALS

Robert L. Baylis, (Alt)	01/05/2020
Scott Miller	06/30/2021
Sarah E. Gulliver	06/30/2018
David K. Stadtherr	06/30/2018
Jeanne G. Rich, Vice-Chair	06/30/2019
Francis G. Sullivan Jr., Clerk	06/30/2022
Johanna Meyer (Alt)	06/30/2021
Matthew Mayo, Chair	01/05/2020

### BOARD OF ASSESSORS

Debra Sanders	07/01/2020
Michael Burke, Sr., Co-Chair	10/10/2018

**Vacant**

**Vacant**

### BOARD OF REGISTRARS

Elizabeth Cahill	06/30/2020
Mary Perreira	06/30/2019

Mary de Alderete	06/30/2020
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### CABLE TV ADVISORY COMMITTEE

Christopher T. Detsikas	None
Robert Kadlec	None

### COMMISSION ON DISABILITY

Michael McCue, Chair	06/30/2020
Carolyn Stump	06/30/2020
Lesley Allison	06/30/2018
Rose-Marie Bissonnette	09/06/2018
Lorry Doucet	06/30/2019
Daryl Blaney	06/30/2019
Marilyn Chambers	09/06/2019
<b>Vacant</b> – Associate (3)	

### CONSERVATION COMMISSION

Kenneth F. Rapoza, Chair	06/30/2020
Thomas J. Christopher	06/30/2018
Bonnie Mae Smith	06/30/2019
Peter Farmer	06/30/2018
James Lavallee	06/30/2019
Nathan Stevens, Vice Chair	06/30/2018
<b>Vacant</b>	

### COUNCIL ON AGING

Nicole Kanis, Chair	06/30/2020
Eileen M. McRell, Secretary	06/30/2020
Jay Moody	06/30/2019
<b>Vacant</b>	
Frank MacGrory	06/30/2018
Mary J. MacLean	06/30/2018
JoAgnes Santangelo	06/29/2018
Kathryn A. Codianne	06/30/2019
Michele Macdonald	06/30/2019



## BOARDS AND COMMISSIONS, CONTINUED

### CULTURAL COMMISSION

Michele Macdonald	06/01/2018
Kerry Flathers	02/17/2018
Marie G. Sullivan	06/15/2018
Maureen E. Hardy	06/30/2020
Denise Hurley	06/30/2020
Donna Rosander	06/30/2020
Jennifer Shea-Kettles	08/10/2018
Kathleen Foell	06/30/2020
Patricia Doyle	06/30/2020

### ENERGY COMMISSION

Donald E. Atkinson, Chair	<i>Standing</i>
John Bowman, Jr.	<i>Standing</i>
John Mazeika	<i>Standing</i>
<b>Vacant</b>	
Jay M. Moody	<i>Standing</i>

### HISTORICAL COMMISSION

Michael S. Sczerzen, Vice-Chair	06/30/2020
Heather L. Lennon, Chair	06/30/2017
Joy F. Peach	06/30/2019
Mark A. Schryver	06/30/2019
Karen S. Silverthorn	06/30/2018
Imogene Watson(Assoc.)	06/30/2018
Joan Richards	06/30/2019
Jay Moody	06/30/2018
Marcia Jakubowicz (Assoc.)	06/30/2018
Amy Brown (Assoc.)	06/30/2018

### MEMORIAL DAY COMMITTEE

Ann P. Fuller	06/30/2018
Jennifer Lapen	06/30/2018
Leslie Montague	06/30/2017
D. Susan Thompson	06/30/2017

### MEMORIAL DAY COMMITTEE, CONT.

Henry A. Paszko	06/30/2018
Karen S. Shaw	06/30/2018
Carol J. Sonia	06/30/2018
Alexandra Turner	06/30/2018

### OPEN SPACE AND RECREATION COMMITTEE

<b>Vacant (4)</b>	None
Shirley Griffin	None

### PROPERTY DISPOSAL COMMITTEE

Stanley B. Starr, Jr.	None
Michael S. Sczerzen	None
James E. Riley	None

### RECREATION COMMITTEE

Ken Pagington	06/30/2020
David Carr	06/30/2020
Joseph G. Kennedy, Treasurer	06/30/2018
Jeanne Blauner	06/30/2018
Win Clark	06/30/2021
Kaitlin O'Riorden	06/30/2019
<b>Vacant (2)</b>	

## BOARDS AND COMMISSIONS, CONTINUED

### TOWN FOREST COMMITTEE

Jason Allison	06/30/2018
Timothy H. Castner, Chair	06/30/2019
Christopher G. Fish	06/30/2018

### OTHER TOWN & SCHOOL DEPARTMENT OFFICIALS

<b><i>Ambulance Captain</i></b>		Chosen by Ambulance Squad
<b><i>Burial Agent</i></b>	Mary de Alderete	Employed by BOH
<b><i>Council on Aging Director</i></b>	Alexandra W. Turner	Employed by ACC
<b><i>Gas/Plumbing Inspector</i></b>	Thomas Soldi	Appointed by Bldg Commissioner
<b><i>Gas/Plumbing Inspector</i></b>	Kenneth Poulin, Jr. (alt.)	Appointed by Bldg Commissioner
<b><i>Library Director</i></b>	Joseph Mulé	Employed by Library Trustees
<b><i>Minuteman School Committee</i></b>	Jennifer B. Leone	Appointed by Moderator
<b><i>MRPC Delegate</i></b>	Thomas Christopher (alt.)	Designated by Planning Board
<b><i>Supt of Public Works</i></b>	Kevin A. Bartlett	Appointed by DPW Board
<b><i>Supt of Schools (Minuteman)</i></b>	Dr. Edward A. Bouquillon	Contract with School Committee
<b><i>Supt of Schools (Nashoba)</i></b>	Brooke Clenchy	Contract with School Committee
<b><i>Wire Inspector</i></b>	Dennis Monteiro	Appointed by Bldg Commissioner
<b><i>Wire Inspector</i></b>	David M. Hinckley (Alternate)	Appointed by Bldg Commissioner





## GENERAL GOVERNMENT

## **BOARD OF SELECTMEN**

The Board of Selectmen is pleased to present its Annual Report for the calendar year 2017. Stanley B. Starr, Jr. was re-elected to the Board of Selectmen at the Town Lancaster Annual Election, held on Monday, May 8, 2017.

The Board re-organized at the organizational meeting held on May 15, 2017 following the Town Election. Stanley B. Starr, Jr. was elected to serve as the Chairman of the Board of Selectmen. Walter F. Sendrowski was elected Clerk, and Mark A. Grasso, Jr. served as a member.

### **Acknowledgements**

Throughout 2017, 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 and we would like to express our deepest appreciation to all those individuals for their service.

### **Permanent Standing Committee**

<b>Agricultural Commission</b>	<b>Animal Control Commission</b>
<b>Board of Appeals</b>	<b>Board of Assessors</b>
<b>Board of Registrars of Voters</b>	<b>Commission on Disability</b>
<b>Conservation Commission</b>	<b>Cultural Council</b>
<b>Energy Commission</b>	<b>Council on Aging</b>
<b>Historical Commission</b>	<b>Recreation Committee</b>
<b>Town Forest Committee</b>	<b>Open Space and Recreation</b>

### **Legislative Delegation**

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

The Town also has a number of projects requiring state involvement and funding. The continued assistance of our Statehouse delegation has made the coordination and completion of these items a success. We thank them for their continued support in the advocacy of issues important to The Town of Lancaster, and its residents.

### **Fiscal Year 2018 Budget**

The Board of Selectmen and Finance Committee were committed to bringing a level service budget before Town Meeting that would maintain services for the community. The budget adopted at the Town Meeting was \$20,620,108 for Fiscal Year 2018. This is an overall increase 4.63% from Fiscal Year 2017.

### **Minuteman Regional High School**

The Board of Selectmen would like to thank the entire Minuteman School Committee for their contributions over the past year. The Town of Lancaster had 38 High School students enrolled in 2017. The total assessment of for Fiscal Year 2018 was \$1,274,169 an increase of 27.36% from Fiscal Year 2017.

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. We are thankful for community service projects the Town receives.

### **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 2018.

The School Committee and Administration put forth a budget that resulted in an assessment to the Town of Lancaster of \$11,926,668. This was an increase of 4.62% from the previous fiscal year. The Town looks forward to working with the School Committee and the Superintendent on a budget document that continues to maintain and preserve the quality of education our resident expect from the Nashoba Regional School District.

The Board wishes to acknowledge the hard work of the Lancaster School Committee delegation. Their dedication to the community and its children is deeply appreciated.

The Board of Selectmen would like to acknowledge the dedicated faculty and staff of the school district. The Town and its residents value the great educational product it receives with its tax dollars.



## Town Meetings

### **May 1, 2017 Annual Town Meeting – Attendance approximately 264 residents**

The Town Moderator, Mr. William O'Neil, called the Annual Town Meeting to order on Monday, May 1, 2017 to act on Nineteen Warrant Articles. All Articles passed but one (Article 13 – *Amend the Lancaster Zoning Bylaw and the Official Overlay Map to Create a Center Village Overlay District*) including a vote to raise and appropriate \$20,620, 108 (Twenty Million, Six Hundred Twenty Thousand, One Hundred and Eight 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, 2017, or act in any manner relating thereto. **The town meeting voters approved the Fiscal Year 2018 Budget expenditures as printed in the warrant. Article approved by 2/3rds vote as required.**

Additional Warrant Articles dealt with funding water infrastructure improvements as well as additional funds (\$151,000) set aside for Other Post-Employment Benefits (OPEB) liability.

The Board would also like to thank our Town Moderator, Mr. William O'Neil for the diligent handling of Town Meeting, as well as those members of the Board of Registrars & Mary de Alderete, Town Clerk, who worked the meeting. As always we are grateful to those residents who take time out of their busy schedule to attend and participate.

## Planning for the Future

There are several priorities for the Town as we look at 2018. The completion and transition to the Prescott building will be the top priority. We know that fiscal challenges lie ahead and will look address them in the best manner possible. The Board will continue to work with the Town Administrator to facilitate objective that best balance the overall quality of life in Lancaster, being mindful of our financial ability to do so.

The Town Planning Department is working a range of potential options to address the lack of water infrastructure in the areas zoned for commercial and industrial development in north Lancaster. The installation of water access will be a key incentive to attract companies to Lancaster which will mean jobs and additional tax base.

The Board of Selectmen will continue to work diligently with other departments, boards, and committees to facilitate projects for the betterment of the community with the focus on operating efficiency and improving the overall quality of life in Lancaster.

## Appreciation

The Board expresses its appreciation to the Selectmen's office professional staff, Kathleen Rocco, Executive Assistant to the Board and Town Administrator Orlando Pacheco, as well as the Department Heads, for their professionalism, assistance and guidance to this Board. The Board would also like to thank Mr. Ryan McNutt for his work with the Town in 2017. The Board wishes him well on his new appointment in Claremont NH.

In Conclusion, we extend our thanks to the many citizens who contributed their time and talent to serve on the Town Boards and Committees. We continue to encourage citizens to participate in their town government by attending public meetings, volunteering to service, and by offering input at Town Meetings.

The Board would also like to extend its appreciation to the all the employees for their invaluable assistance and guidance throughout the year. The hard work and dedication was evident.

Thank you for the opportunity to serve you.

Sincerely,

Stanley B. Starr Jr., Chairman

Walter F. Sendrowski, Clerk

Mark A. Grasso, Jr., Member



## LICENSES ISSUED BY THE BOARD OF SELECTMEN

### Calendar Year 2017

License Type	Issued To	Business Address
Automobile Dealer – Class 1, Class 2	Ron Bouchard Dodge, LLC, d/b/a Ron Bouchard's KIA	488 Old Union Turnpike, Lancaster, MA
Automatic Amusement Devices Weekdays 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 Weekdays And Public Entertainment on Sundays	N.E. Fun Centers, Inc. d/b/a Roll-on-America	90 Duval Road, Lancaster, MA
Automobile Dealer – Class 1	AMR Holdings – LN, LLC, d/b/a Prime Scion Route 2	700 Old Union Turnpike, Lancaster, MA
Automobile Dealer – Class 1	Padula Bros., Inc.	700 Fort Pond Road, Lancaster, MA
Automobile Dealer – Class 2	Crawford Truck Sales, Inc.	2176 Main Street Lancaster, MA
Automobile Dealer – Class 1, Common Victualler	AMR Holdings – LN, LLC, d/b/a Prime Toyota Route 2	700 Old Union Turnpike, Lancaster, MA
Automobile Dealer – Class 2	F.J.S. Auto, Inc.	248 Main Street So. Lancaster, MA
Automobile Dealer – Class 2	Jose M. Fuentes d/b/a RBI Motors	767 Sterling Road, Lancaster, MA
Automobile Dealer – Class 1, Class 2	Ron Bouchard's Auto Sales, Inc. d/b/a Ron Bouchard's Nissan	490 Old Union Turnpike, Lancaster, MA

License Type	Issued To	Business Address
Automobile Dealer – Class 1, Class 2	Ron Bouchard’s Auto Sales, Inc. d/b/a The Honda Store	500 Old Union Turnpike, 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 3, Collector of Junk	Nationwide Auto Recycling, Inc.	1340 & 1410 Lunenburg Road, Lancaster, MA
Lodging House	Atlantic Union College (Preston Hall – Women’s Dormitory) 284 Main St., So. Lancaster, MA	P.O. Box 1000, So. Lancaster, MA
Food & Beverage Dispensing to Members	Sterling National, LLC	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	Kimball Farm at Oakridge, LLC	1543 Lunenburg Road, 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, MA
Inn holder and 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 St., Leominster, MA
License to sell wine in sealed containers at the Bolton Fair 8/11/17-8/13/17	Still River Winery Inc.	104 Bolton Road, Hudson, MA
Sunday Entertainment – Antique Truck Show 10/15/17 @ 318 Seven Bridge Road	Antique Truck Club of America – N.E. Chapter	32 Wilkins St., Hudson, MA



License Type	Issued To	Business Address
Public Amusement & Exhibition (Weekdays) 8/10/17 – 8/12/17 & Sunday Entertainment 8/13/17 at the Bolton fair @ 318 Seven Bridge Road	Rose Darden, President, The Bolton Fair	P.O. Box 154, Bolton, MA
Sunday Entertainment – to conduct vintage British Motorcycles Show on 5/21/17 @ Lancaster Fairgrounds, Seven Bridge Road	Peter Quick, BSA Owners Club of New England, Inc.	286 Fitzwilliam Rd., Jaffrey, NH 03452
Public Amusement & Exhibition (Weekdays) 8/10/17-8/12/17 and Sunday 8/13/17 @ 318 Seven Bridge Road	Dean & Flynn d/b/a Fiesta Shows	15 Pine Street, Seabrook, NH
Sunday Entertainment – Antique & Hot Rod Car Show on 9/10/17 @ 318 Seven Bridge Road	Ty-Rods Club, Inc.	P.O. Box 409, North Reading, MA
Automobile Dealer – Class 2 (Not to exceed 25 vehicles)	J. C. Madigan, Inc.	450 Old Union Turnpike., Lancaster, MA
Farmer Series Pouring Permit (Wine Only)	Keith Kopley dba Hillside Cellars	339 Seven Bridge Rd., Lancaster, MA
One Day Beer & Wine License on 6/15/17 – Summer BBQ at the Lancaster Community Center	Friends of the Lancaster Seniors, Inc.	39 Harvard Rd, Lancaster, MA

License Type	Issued To	Business Address
One Day Beer & Wine License 7/20/17 – Tapas on the Terrace at the Lancaster Community Center	Friends of the Lancaster Seniors, Inc.	39 Harvard Rd. Lancaster, MA
One Day Beer & Wine License 8/17/17 – Harvest Garden Party at the Lancaster Community Center	Friends of the Lancaster Seniors, Inc.	39 Harvard Rd. Lancaster, MA
One Day Beer & Wine License 9/23/17 – Fall Dinner & Dance at the Lancaster Community Center	Friends of the Lancaster Seniors, Inc.	39 Harvard Rd. Lancaster, MA
One Day Beer & Wine License on 8/11/17; 8/12/17, 8/13/17 – Bolton Fair	Rose Darden, President, The Bolton Fair, Inc.	P.O. Box 154 Bolton, MA
One Day Beer & Wine on 10/8/17 for Minuteman Road Club – Cyclecross Bicycle race – Lancaster Fairgrounds	Rose Darden President, The Bolton Fair,	P.O. Box 154 Bolton, MA
One Day Beer & Wine License for The Clustertruck Food Festival on 8/26/17 held at Kalon Farms	Keith Kopley dba Kalon Farms	339 Seven Bridge Rd., Lancaster
One Day Beer & Wine License on 9/30/17 for the Horseshed Fair	George Frantz, First Church of Christ	725 Main Street Lancaster , MA
One Day Beer & Wine License on 10/6/17, 10/7/17 & 10/8/17 for the Adult FLAG Football Tournament held at 512 Old Union Turnpike	Massachusetts Youth Soccer Association	512 Old Union Turnpike, Lancaster, MA

## TOWN COUNSEL

Kopelman and Paige P.C. serves the Town of Lancaster as Town Counsel. In this capacity, the firm provides legal guidance, advice, and recommendations regarding legal issues and matters as requested by the Board of Selectmen, Town Administrator, and various Town Boards and Departments. As Town Counsel, we represent the Town before regulatory boards, agencies, and commissions, and represent and defend the Town in claims, suits, and actions brought in state and federal courts. We provide assistance to the Town in numerous transactions, including the leasing and sale of real estate. We also assist the Town in the enforcement of laws, bylaws, and rules and regulations for the public benefit.

Town Counsel is tasked with the drafting, review and interpretation of proposed and existing bylaws, contracts, licenses, and other documents. We assist with the drafting and approval of warrant articles and preparation for Town Meeting. We assist the Town with election issues, and other issues impacting the Town's legal governance.

Kopelman and Paige strives to address the Town's legal needs in an effective and efficient manner, and provides trainings and no-cost memoranda on a variety of legal topics to assist the Town in making decisions. This year, legal memoranda provided to the Town addressed various aspects of the newly enacted state ethics commission regulations, the Affordable Care Act, important HIPAA changes, and information relative to important legal and case law developments. These memoranda are intended to provide additional guidance to the Town and its boards and committees on developing areas of law.

It remains a 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 for their efforts and dedication in attending to the many needs of the Town. We also appreciate the opportunity to work closely with the Town's dedicated 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

The Clerk's Office is currently staffed by two full-time employees, Mary de Alderete, Town Clerk and Dianne Reardon, Assistant Town Clerk. George Davis continues to assist the Office while working under the auspices of the Senior Tax Work-Off Program.

The year 2017 was busy with three (3) elections. Along with the Annual Town Election, there was a Special State Primary and Special State Election held in November and December.

The Board of Registrars currently consists of Town Clerk, Mary de Alderete (U), Mary Perreira (D) and Elizabeth Cahill (R). The Board is tasked with conducting voter registration sessions as required by the Secretary of State's office twenty (20) days prior to every election. Dianne Reardon, the Assistant Town Clerk, currently sends birthday cards and voter registration forms to every person in town when they reach 18 years old and become eligible to vote.

Notes on town meeting proceedings and election results can be found on the Town Clerk's website at: [http://www.ci.lancaster.ma.us/Pages/LancasterMA\\_TownClerk/index](http://www.ci.lancaster.ma.us/Pages/LancasterMA_TownClerk/index). Elections and Town Meetings results for 2017 may be found at the end of this Report.

The Clerk's Office is also responsible for swearing in newly elected officials and appointed committee and board members, distributing and recording receipt of Open Meeting Law, and Conflict of Interest information to all employees and board/committee members.

In 2017, the Clerk's Office produced revenues totaling \$\_\_\_\_\_ to the Town, directly from the sale of dog licenses, certified copies of vital records, business licenses, and miscellaneous fines. Dog licenses and vital records may now be purchased on-line for a slight transaction charge. ([http://www.ci.lancaster.ma.us/Pages/LancasterMA\\_WebDocs/billpay](http://www.ci.lancaster.ma.us/Pages/LancasterMA_WebDocs/billpay))

Our first ever "dog art contest" was a big success, and we are especially grateful for the cooperation of the Mary Rowlandson School for allowing us to hold this event.

The winning pictures are now featured on the mail in dog license application.

Respectfully submitted,

Mary de Alderete  
Town Clerk



1st Place Winner: Michelly Gamache, Grade 2



## TREASURER/COLLECTOR OFFICE

In 2017 the Town added an additional \$491,838.00 to the OPEB (Other Post-Employment Benefits) trust fund. These funds have been invested in the PRIT (Pension Reserves Investment Trust) Fund. Total invested (includes interest earned) in the OPEB trust fund as of December 31, 2017 is \$ 1,944,445.95.

On April 13<sup>th</sup> we held a Health Fair in the Great Hall. Representatives from the Town's health insurances, retirement plans, and wellness companies were here for employees to gather information and learn the benefits that each has to offer. Donna Traylor did a wonderful job coordinating with the representatives and town employees for a successful fair.

In August 2017 Marcia Sands and I attended the annual Massachusetts Collectors Treasurers School at UMass Amherst. The week long sessions offer numerous classes that are required in order to take the certification test at the end of three years attendance. After completing the necessary classes I took the Treasurer test and passed receiving my certification at the Annual Fall meeting held in November at the Pleasant Valley Country Club in Sutton. I am now certified as both a Collector and Treasurer through the Massachusetts Collectors Treasurers Association.

In November 2017 we began the process to borrow the \$1,293,000 to complete the Prescott building. Bids were received on January 11, 2018 and the winning bid was from Fidelity Capital Markets at a True interest cost of 2.089.

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. Other duties include:

- 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.
- 

It is with great anticipation that we look forward to moving into our new offices located in the Prescott building in February 2018. Many thanks to all those involved in bringing this project to a successful completion.

Respectfully submitted,

Mary E Frost CMMC, CMMT  
Treasurer/Collector



## HEALTH AND HUMAN SERVICES

## LANCASTER BOARD OF HEALTH

The Lancaster Board of Health (LBOH) 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 to

- 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

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
- Collection container permits
- Rubbish and garbage
- Residential and daycare centers
- Food safety and service
- Body art, trash hauler and tobacco sales licenses
- Smoking and air quality
- Cemeteries, funeral directors, burial permits

The volume and scope of the work required to offer necessary health, sanitary and environmental services to individuals and to the community is comprehensive and continues to increase in complexity.

The primary function of the LBOH office is to assist callers and visitors by providing accurate information and/or referrals for questions, concerns and applications. The office is open Monday-Thursday, 9:00 AM to 4:00 PM, and we can be reached at 978-365-3326 x1310 or by e-mail at [ddennis@lanasterma.net](mailto:ddennis@lanasterma.net).

### **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.

Bill Brookings consults in person at the LBOH 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](mailto:wbrookings@nashoba.org).

### **Septic Systems**

The NABH reported that 17 septic system plans were reviewed in 2017, and that 13 Title 5 septic permits were issued by the LBOH.

### **Wells**

The NABH reported that 3 well plans were reviewed in 2017, and that 3 well permits were issued by the LBOH.



### **Miscellaneous Permits**

A variety of other permits were issued in 2017, including permits for porta-potties, pools, collection containers and retail sales of tobacco. Tobacco permits were issued to the following establishments in 2017:

- Cumberland Farms, High Street Extension
- Cumberland Farms, Main Street
- Main Street Auto, Main Street

The Boards of Health Tobacco Control Alliance (BOHTCA) continues to work with the LBOH in providing inspectional services regarding all tobacco-related issues, including enforcement of all youth access and environmental tobacco smoke regulations, and enforcement of the Smoke-Free Work Place Law.

### **Trash**

The Town of Lancaster does not provide trash removal services. A private trash hauler must be contracted. The following companies were licensed to operate in Lancaster in 2017:

- E.L. Harvey & Sons, Westborough
- Fiore Trucking & Disposal, Fitchburg
- Mitrano Removal, Shirley
- Republic Services, Tyngsboro
- Sons of Kristoff, Sterling
- Tully Disposal and Recycling, Sterling
- Waste Management, West Boylston
- MT Trash Services, Westminster

The Trash Hauler Regulations can be found on the LBOH web page on the town web site at [www.ci.lancaster.ma.us](http://www.ci.lancaster.ma.us).

### **Recycling**

All licensed trash haulers in the Town of Lancaster are required to provide recycling services. In addition, the Lancaster Recycling Center can be used to recycle a wide variety of items. The Lancaster Recycling Center's regular hours are 10:00 AM to 12:00 Noon, Saturday and Sunday, weather permitting. The Recycling Center is open to Lancaster residents and also residents of surrounding towns.

### **Household Hazardous Waste Facility**

The Town of Lancaster, along with several surrounding municipalities, has organized a regional Household Hazardous Waste Facility at Devens, at their current DPW facility. There is a small annual operating assessment from each participating community. Visit [www.devenshhw.com](http://www.devenshhw.com) for hours of operation, materials accepted and disposal costs.

### **Unattended Collection Containers**

The LBOH has regulations for unattended collection containers. The Unattended Collection Container Regulations can be found on the LBOH web page on the town web site at [www.ci.lancaster.ma.us](http://www.ci.lancaster.ma.us).

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

NABH offers home visits and health fairs for health education and screening. The health promotion program and outreach has included monthly Wellness Clinics, which include blood pressure checks, diabetes screening, and flu and immunization protection. The primary focus of the NABH town nurse is on open communication with patients and families, as well as crisis intervention and support to high-risk individuals.

### **NABH Rabies Clinic**

24 dogs and cats were vaccinated at the annual rabies clinic. Micro-chipping was also available. Rabies vaccination certificates for cats are kept on file at the LBOH office; rabies certificates for dogs are kept on file in the Town Clerk's Office, where dog licenses are issued.

We work closely with the local Animal Control Officer and the Town Clerk in sharing Possible Exposure to Rabies reports from veterinarians. The Animal Control Officer quarantines the wounded animal if the injury is from an unknown or unvaccinated source.

### **Burial Agent**

The Town Clerk issued 66 Burial Permits, of which 19 were interred in Lancaster, 47 were interred elsewhere, 38 were cremated, and one removed from state.

### **Other Business**

The Board welcomed John Farnsworth as a new member replacing David Dunn. The Board would like to thank David for his service to the Board and to the Town.

In October, it was with great pleasure that the Community Development and Planning and Board of Health offices welcomed our new Administrative Assistant and Office Manager, Debra Dennis. Debra brings a wealth of municipal administrative experience to the Town. She has recently worked as an Administrative Assistant in the Town of Winchendon supporting the Planning Board, Conservation Commission, Board of Appeals, Board of Health, Board of Selectmen and Finance Committee.

Respectfully submitted,

**Stephen Piazza, *Chairman***

**Richard Belanger, *Clerk***

**John Farnsworth, *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 *nashoba.org***)
- Nashoba assisted the Board with provided 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 2017 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 **53** 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 (days) .....79

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.....36

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.....12

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.....15

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.....29

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..... 140



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.....17**

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.....28**

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 .....65**

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.....96**

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

**Well Permits.....3**

**Water Quality/Well Consultations .....22**

Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assist the BOH by reviewing well plans, securing well water samples, and interpreting water quality test results.

**Rabies Clinics - Animals Immunized ..... 24**

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..... 443**

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 ..... 32**

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

**Rehabilitative Therapy Visit ..... 225**

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.

**Hospice Volunteer and Spiritual Care Visit.....5**

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

**Community Health Nursing**

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

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

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

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

Nashoba conducted 12 clinics/outreach and those activities offered your citizens: blood pressure screening, annual sugar and eye screenings, flu shots and an opportunity to consult with the nurse to address questions.

Our staff conducted 10 number of health promotion/well-being check in your communities.

We administered 69 flu shots through our annual clinics.

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

Investigated .....	47
Confirmed .....	19

## Communicable Disease Number of Cases

- Anaplasmosis .....1
- Giardia.....1
- Group A Streptococcus.....1
- Hepatitis B.....1
- Hepatitis C.....4
- Influenza .....10
- Listeriosis .....1

## **Dental Health Department**

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

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

Students Eligible.....	217
Students Participating.....	121
Referred to Dentist.....	11

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

Number of Programs.....	10
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## LANCASTER COMMUNITY CENTER AND COUNCIL ON AGING

**The Lancaster Community Center** serves as Lancaster's hub for area residents for social services resources, adult and children's education programming as well as social events. In 2012 the Center opened in the former Memorial School just behind the town green. The Memorial school lay fallow for years before being renovated by volunteers using grant money and town funds-reopening as a Community Center. The Center now houses human services offices and departments including The Council on Aging (including the Senior Center), Veteran's Services, Recreation, the Commission on Disability, and Sterling-Lancaster TV. It is also a popular home for town department meetings as well as many non-profit meetings.



The Community Center shares many resources with the Council on Aging; both are managed as ‘All Ages Centers’; sharing support staff, and marketing as well as space. Most events sponsored by the Community Center are designed to be enjoyed by all ages, though some are designed for younger, school age residents while some events sponsored by the Council on Aging would be of greatest interest to those over 50. The overall goal of the Community Center is to foster an inclusive, all ages environment that offers services and programs that enhance the quality of life for all residents of Lancaster. .



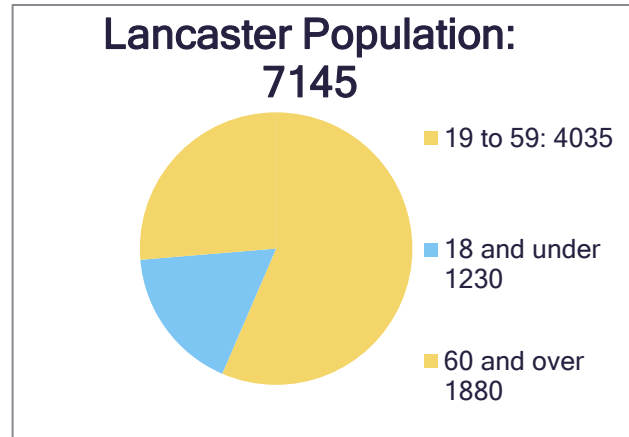
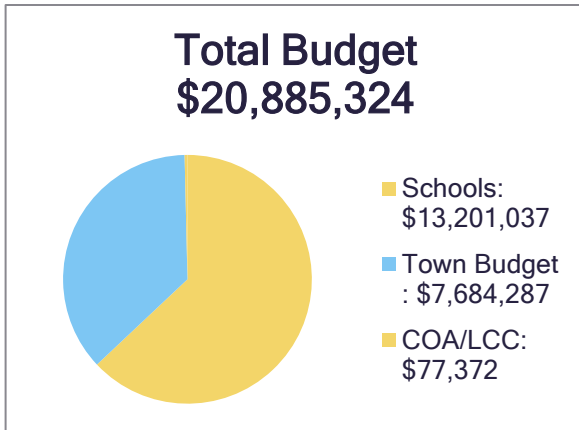
**The Lancaster Council on Aging (COA)** continued to grow during 2017, building on our robust base of programs and supports at the Center and expanding services outside the walls of the Senior Center. Our strategy to expand services beyond the Senior Center has been developed in accordance with our mission. The mission statement reads “The Lancaster Council on Aging will work to enhance the quality of life of Lancaster’s seniors, and their caregivers. The Council on Aging will strive to assist them, to the greatest extent possible in maintaining dignity, and independence in their role as full participants in the community through programming, advocacy, and education. To fulfill our mission optimally the COA board has embraced an intergenerational ‘all ages’ model which continues to serve us well, and in turn has inspired other communities to follow.



Keep Walking Club, photo, Alexandra Turner

## Overview

In many Massachusetts towns and cities the Council on Aging (COA) is the community hub for social and support services for elders, their families and caregivers. As of December 2017 Lancaster was home to 7,145 residents of those 1880 were seniors or those defined as those over the age of 60, or approximately 27 percent of residents are seniors. In addition to the core 27% of residents we extend services to senior's friends, families and neighbors.



FY 2017 (July 2016 to June 30 2017) the COA budget was \$ 77,372 (the increase is due to the loss of MART funding) The total town budget was \$20,885,324 or .029 of the total budget. Services are also supported by public and private grants and business relationships with our partners.

To serve our community the COA works in conjunction with other local, regional and state agencies, both public and private, including The Central Massachusetts Area on Aging, the Lancaster Board of Health, WHEAT and Montachusett Opportunity Council and SHINE (Serving the Health Information Needs of Elders) to deliver services. We also offer a variety of counseling in house and refer to our partners to assist residents with a variety of programs including Fuel Assistance, Food Stamps (SNAP), legal advice, and health insurance counseling. We work with Montachusett Home Care Corporation for still other services such as home making, in home meal preparation, personal care, case management and nursing home Ombudsman visits, and well as other essential services. We continue to work with other departments to provide access to services, and complementary programming, such as health clinics and home repair programs.

## Board:

The Council on Aging is managed by a nine person board, though only seven were appointed in 2017. They establish policies which are then administered through a team of staff and volunteers. The

board is appointed by the Selectman. Appointed COA members for 2016 were Chairman Jay Moody, Nicole Kanis, Mary J. MacLean (Judi), Michelle Jones, Michele Macdonald (rejoined in the summer), Frank MacGrory, and Jo-Agnes Santangelo. The dedicated and active board members volunteer their time to develop policies, supports events, and advocate for the mission of the COA. The board meets the third Wednesday of each month at 9:00 in the Senior Center, though meeting dates may change depending on vacations and other issues. Meetings are posted on the town website, or call the office to confirm the date.

***Staff Personnel:***

**General Staff:** Alexandra or 'Alix' Turner serves as Director. Melissa Pelletier serves the office Administrative lead, also wearing the hat of dispatcher for transportation services. Marilyn Largey came aboard in the new position of Community Services Liaison in October 2016. Her role is meet social service needs of residents of all ages, her work is both here in her office in the lower level of the Center as well as outside the building, at home visits, and to nursing homes, schools and programs state wide.



World Farmers and the Town (Lancaster Community Center)  
received was \$125,000 from the Food Ventures Grant

**Transportation:** In addition to office staff the COA partners with MART to provide transportation services for elders and the disabled. In 2016 the driving team included David “Rocky” Rockwell, in addition to Eugene “Geno” Brazeau, and David Nelson who continued their good work driving.

**Food Services:** We provide in house lunch Monday –Thursday at 11:30 a.m. in addition to special meals, and the Friends Pancake Breakfasts. David James worked in house as our MOC (Montachusett Opportunity Council) meal site manager as well as helping with non-“MOC” meals. Fall of 2017 David decided to hang up his apron and give Bev Fiske and Debbie Ducharme a chance as Meal Site Managers. A job they share, and do very well at. Meal site attendance has grown and we are occasionally offering new homemade additions to the menu. In addition to serving meals Dave is President of the Friends of Lancaster Seniors and all around volunteer extraordinaire. Lunches could not be served without our dedicated volunteer lunch assistant, John Garofoli, who does an amazing job. John never misses a shift and knows everyone’s preferences and makes sure they are well served. We distribute Meals on Wheels Monday-Thursday. Meals are provided by MOC and delivered with the assistance of dedicated volunteers, and staff. In 2017 our regular MOW drivers included Dick Bowker, Jay Moody, Tim Casey, and Maribeth Eugene also delivered meals. We also appreciate those staff and occasional volunteers who pitch in to get meals to those that cannot get out of their homes for good nutrition.

**Other support Staff:** We continued to work with Catholic Charities, a senior job training programs who administer the SCSEP program (Senior Community Service Employment Program), to train seniors for new jobs.). We help income eligible workers 55 and over who are not employed to train them for new positions. In turn they provide us their service and made it possible for us to keep the Centers functioning. We have been fortunate to have some excellent help through the program. We also are fortunate to have regular volunteer workers from Perkins school who help us weekly.

## Goals

The Board's priorities for 2017 were to improve outreach; beyond the walls of the Center in order to provide services to seniors and their families who may not be familiar with our facility. Another high priority was continuing targeted programming to improve the life of residents both at the Center and beyond. To support these objectives we increased staff, improved marketing, and continued cooperative ventures.

To further the outreach goal staff and the board worked to develop more programs to serve the wider variety of seniors in Lancaster. We also improved outreach through increased marketing and public relations. To support the strategy the COA continued to publish a newsletter "***The Community Crier***" to better identify the wide audience served. Circulation continues to grow, each month about 500 printed copies are distributed at the Senior Center, Town Hall, Library and Post Office; and other locations. The ***Crier*** is also posted on the town website. Approximately 700+ people received email blasts of the full color newsletter, and weekly updates. The newsletter includes notice of events, menus, articles, and items of general interest to a variety of ages. It may be found on the town website under the COA and LCC tabs. In addition to the newsletter the COA publicizes programs updates in the local newspapers and on local cable, SLCTV. We also share a Facebook page with the Community Center <https://www.facebook.com/Lancaster-Community-Center-970047129685468>

In 2017 we continued to work with our partners including health care workers and agencies, and Lancaster public safety, The Worcester County Sherriff, and Lancaster's veteran's agent Richard Voutour to identify those in need of services. Once a resident has been identified as someone who would benefit from services the team at the COA works to make sure the resident may access services. We make house calls, sharing resources and any other methods deemed feasible. COA outreach is most critical for home bound, handicapped or financially or mentally depressed residents.



**Funding:**

FY 2016 the town voted \$77,372 for funding of the Community Center and Council on Aging. This is an increase from 201 and reflects loss of MART funding, unfortunately not new services. In addition we received another \$10,000 grant from Harvard Community Health Foundation to support our integrational cooking and gardening program. We also received a grant from the Dept. of Agriculture to support the farmers of Mentor Flats Farm of \$9,000 over three years and private foundation grant to support fitness of \$5,000. We also were fortunate to collaborate and receive a grant of \$125,000 with World Farmers from Mass Dept. of Agriculture for purposes of renovating the school kitchen off the gym for purposes of senior and community nutrition. In addition we are supported by MART, through the MART assessment and the Friends of Lancaster Seniors who helped fund the Community Services Liaison position pilot. Fees from classes and trips also support our work through our revolving funds.

In addition to grant and town money we were supported by our generous business partners, River Terrace Health Care, HomeTown Bank, Clear Summit, Rota Springs, Boucher Construction, Shaws, and more.



## ***Recurring Supports and Events***

The COA provides regular services and events on a regular basis. Many supports are year round and some are seasonal.

**Transportation:** Through partnership with MART (Montachusett Area Regional Transit) we provide van service.

- We dispatched/ drove 5,867 rides for senior and disabled Lancaster residents.
- Trips were provided for Medical purposes, Nutrition, shopping and social and recreational
- Angel Drivers: Volunteers Drove residents to medical appointments for those who were not able to drive themselves outside van service times and area.

**Nutrition:** (6,923 registered meals served plus many meals that did not require registration)

- MOC Meals served Monday-Thursday for anyone over 60
- Meals on Wheels: Delivered to shut ins,(elderly and disabled under 60) by volunteers and staff
- Special Event Meals, approx. 10 per year. Social/Fundraisers (intergenerational)
- Food Pantry: We belong to and transport for several food pantries: Stow, WHEAT, Village Church
- Nutrition Classes: Cooking and Fitness Class series, in the past we have hosted 'Seniors on the Move', 'Cooking from the Garden' and ongoing we host cooking shows such as Cooking w Laura with special vacation segments teaching children to cook, and Kathy's Kitchen show.
- Supermarket Trips (generally over 60 and disabled)
- Friends Pancake Breakfast (intergenerational)

**Fitness:** (All intergenerational) 4,667 registered classes\*many events did not require registration

- Health and Wellness Classes
- Pickleball
- Yoga (weekday, weekend)
- Tai Chi (weekday, and weekday evenings)
- Line Dancing (evenings)
- Ballroom Dancing (evenings)
- Bone Density
- Dental Screening
- Vision Screening
- Diabetes Screening
- Health Fairs
- Walking Club

**Health Care:** (count of registered visits only 402, many actual visits/care not counted in this statistic)

- Nashoba Nursing Hub we hold clinics, home visits etc.
- Seminars and Series of classes designed to promote knowledge of health management e.g. diabetes management, heart health
- Home visits to help with transitioning to hospice, nursing homes, safety checks

- Medical Durable Loan Equipment (wheelchairs, crutches, shower chairs, commodes, bars etc.)
- Health Fairs: Free information referral service, demos

**Counseling:** (some overlap/duplication with other categories, 521)

- SHINE (Serving Health Insurance for Everyone)
- Home visits for housebound residents for insurance paperwork, fuel assistance; SNAP (food stamps) etc.
- SNAP, Fuel Assistance, Home loan Modification grants and other grants and programs.
- Finances: Mortgages, Credit Card debt, general insurance guidance
- Referring to appropriate state and non-profit agencies and following up. Helping complete paperwork.
- Health and Wellness with Nashoba Nursing, the VNA, and independent care business
- Hospice presentations and counseling

**Assistance Programs and Care Giver Support and Services:**

- Listings of referrals for caretaker agencies, private and public
- Durable Medical equipment loan
- Agency 'decoding' and referral to meet the individual/family's needs
- Order/progression of considering alternatives for dependents
- Options Counseling (what are the legal and financial options for Referrals for rehab, services, providing loaner medical equipment
- We open as a Warming and Cooling Center when the weather demands to provide shelter and services to residents.
- Personal counseling and home visits by our CSL (Community Services Liaison)
- Caregiver support seminars and series
- Hospice referrals

**Events:** Individual event numbers available in total over 1,000 attendees cumulatively

- Family Fun Days: Intergenerational Crafts and games, every school vacation Tuesday beginning with a family pancake breakfast, games in the gym, drop in crafts. Mostly children.
- Special Meals: Thanksgiving, BBQ's, Ice Cream Socials, Pot Lucks etc. Depends on meals
- Field Trips, Social shopping, Museums, Foliage, Holiday, Theater, Concerts, Restaurants, Train trips, cruises.
- Fairs: Health and Wellness, TRIAD or SALT, Holiday Concerts, Concerts on the Green
- Tapas on the Terrace, or Third Thursdays. Evenings with live music, great food and the Friends Cash Bar.
- Spring Fling Dance Party
- Holiday parties
- Volunteer Appreciation
- Health Fairs
- Dine and Learn education series

### Classes and Seminars: (660 attendees +)

- Legal help, Money management, Annual Health Insurance changes, Nutrition education, fitness, natural history
- Arts and Crafts, including multiple session and single. Kids crafts and all ages crafting. Sit and Stich, Garden Chat and more.
- Legal Assistance
- IT
- Social Media for Seniors
- Computer assistance for all ages. Repair and lessons (mostly middle age)
- Scams Workshops



### Cultural /Entertainment

- Concerts
- Space Rental – Weddings, meetings, Birthday party's – *Give us a call!*
- Fairs
- Game Nights
- Cooking Shows
- Gardening Classes and Gardening

**TAX REBATE PROGRAM** The Senior Tax Abatement is a work program allowing seniors over 65 who fall within Circuit Breaker guidelines to apply for Abatement in exchange for work for the town. Administration of the program run by the COA and the Board of Assessors. Lancaster accepted the state statute G.L. Ch. 59 §5K to grant abatements for real estate tax payers over sixty years old to have their property taxes reduced by volunteering their services to the municipality. State statute says credit for service cannot be at a rate higher than the state's minimum wage. Workers in the calendar year of 2017 served the town for up to 125 hours a year per household. Annual town meeting approved \$20,000 for the Overlay Abatement to fund the program. In August of 2016



Governor Baker signed the Municipal Modernization Act increasing the maximum allowable abatement to \$1, 500 translating to 166 hours. Senior workers provided the town with valuable services in many departments, including raking and cutting for the DPW, serving in the office of Public Safety, office work in several town hall offices, and helping with events and cleaning at the Community Center and COA.



**Thanks** for our partners who helped us stretch our budget and do more good work.

We were supported by our generous business partners, River Terrace Health Care, HomeTown Bank, Nashoba Valley Movement, Lancaster Gardens, Clear Summit, Rota Springs, Boucher Construction, Shaws, Bob's Turkey Farm, The Worcester County Sherriff's Office, and The Worcester County District Attorney, Nashoba Nursing.

The many wonderful volunteers who make it possible to run the Center.





## LANCASTER HOUSING AUTHORITY

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

For the calendar year 2017 the Authority had six (6) vacancies.

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

Applicants must be 60 years or older, or handicapped.

Effective August 1st, 2016 the income eligibility is \$46,000.00 for one person and \$52,600.00 for two people.

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 \$972.00.

Our complex has eleven non-elderly and twelve minority status residents.

Our oldest resident is 96. Congratulations!

We now have a Tenants Organization for the residents of Bigelow Gardens.

The Lancaster Housing Authority is in the process of converting 2 units to handicap accessible units. They should be completed by the fall of 2018.

***Recreational Activities:***

Cards and Bingo are played in the Community Room every Wednesday and Friday from 1:00 to 3:00 pm

Puzzles are ongoing in the Community Room

The Community Room is available for tenant activities only.

***The Board of Commissioners is as follows:***

Daunne Miller, Chairperson

M. Judith MacLean, Vice-Chairperson

Frank T. MacGrory, Treasurer

Beverly Fiske

Carol Sonia, State Appointee

Each member serves a five (5) year term.

Office hours are Monday thru Thursday 8:00am to 12:00pm

Telephone: 978-365-3923

Fax: 978-365-9138

Email: [Wanda@lhauthority.com](mailto:Wanda@lhauthority.com)

## COMMISSION ON DISABILITY

In 2017 the commission undertook projects, provided advice to town organizations, and carried out a range of tasks, all designed to support the ultimate goals of identifying problems and providing solutions, for disability in Lancaster. The commission continues to strive to make the community more accessible to those who are mobility impaired and/ or have other disabilities.

During the year the COD began the process of supporting the development of a Lancaster ADA plan (Americans with Disabilities Act). The commission will be providing guidance and input to assist the town planner, ADA coordinator and consultant, (should the town receive a grant), to draft the plan. Having an official town ADA plan will not only provide the proper vision and direction the town should have to be ADA compliant. It will also improve the town's chances to receive state funding for projects designed to make our community more accessible.

Highlights of the year also included activities during The October Lancaster Accessibility Awareness Month (LAAM) program. The October Accessibility Awareness program was developed by the COD in 2014 to create more exposure to all town citizens on the subject, with the ultimate goal in mind of helping disabled residents in Lancaster live more full and productive lives with dignity. To our knowledge, Lancaster was the first community ever (anywhere) to institute an Accessibility Awareness Month.

This year the COD actively engaged schools and churches to help broaden community involvement in LAAM. These efforts were successful, as schools added educational venues tying in with accessibility, churches posted notices and the College Church held an exemplary "Accessibility Sabbath" that was focused on accessibility, which drew many people and also included presentations by Angels of Deaf Ministries. Also during the month, an entertaining, informative, well attended event featuring actor Sheryl Faye who presented the reenactment of Helen Keller's life, was performed at the Lancaster Public Library. During October the Library in collaboration with the COD, also featured a month-long special book display for children and adults. In addition, the TML website highlighted a unique, educational timeline display on the history of the ADA. The COD also exhibited at the Wellness Fair held at The Lancaster Community Center on Oct 4th. LAAM also included video broadcasts on SLCT of two commission members on the importance of accessibility. October 2017 was a very busy month for the COD and AAM was a success, as evidenced by the town's decision to acquire a special beach –

accessible wheelchair for the town beach, a recreation facility in need to accessibility improvement that the COD has been making recommendations on. All LAAM events were covered by local and regional media, which in turn generated exposure and awareness on accessibility, and educated our community on the needs of people with disabilities.



Actor Sheryl Faye of Sheryl Faye Presents [www.sherylfaye.com](http://www.sherylfaye.com) performs reenactment of Helen Keller at a TML presentation during October Accessibility Awareness Month

In 2017 the COD identified and contacted certain public establishments and businesses that needed to meet compliance per the ADA and the Massachusetts Architectural Access Board (AAB) requirements. In addition, the COD continues to expand outreach efforts to identify more extensively, businesses and public facilities in need of improvement and /or updates to meet the aforementioned compliance.

In 2017 the COD has monitored, worked with and advised town organizations on accessibility for numerous projects such as the Prescott Building Renovation, efforts to make the Town Beach accessible, and proposed new developments.

In November/December the COD participated in the town annual census outreach mailing by including a questionnaire designed to identify residents with disabilities that may need assistance during times of emergency.

The COD has also been evaluating Emergency Preparation for the Disabled. This is an area in need of being addressed not only in Lancaster, but regionally, as well as at state and national levels. Communication and instructions on what disabled residents need to do in the event of an emergency are either nonexistent or sketchy and are generally inadequate. We are endeavoring to improve communication tools for the benefit of both Lancaster residents and for the Massachusetts Office on Disability (M.O.D.) so that the entire state may benefit as well.

Regarding the M.O.D., some COD members also participated in a Community Access Monitor Training program held in May in Leominster. This program helps keep COD's up to date on ADA laws and best practices on observing and monitoring businesses, retail establishments and public places, to ensure they are accessible.

The Lancaster COD is a vibrant commission that ultimately enhances the lives of residents and visitors, especially those with disabilities, at almost no cost due to the collective efforts of dedicated volunteers who staff the commission. In a state where over half of the communities do not even have an organized disability commission, Lancaster is playing a very progressive role in this area that the town can be proud of.

Respectfully submitted,

Michael S. McCue, Chairman, Lancaster COD

## **OFFICE OF VETERAN'S SERVICES**

In accordance with the formation of the Northern Worcester County Veteran Services District comprising of Leominster, Lancaster and Sterling, the Leominster Veterans Services Department is responsible for administering Veterans Benefits for Lancaster. This Department is governed by the Code of Massachusetts Regulations, section 108. The VSO is responsible for providing services and benefits to eligible veterans and their dependents. The VSO also represents and assists eligible veterans with the Federal Veterans' Administration and the Massachusetts Department of Veterans' Services. The office is available to all veterans and their dependents Every Tuesday from 0800 – 1200 and on a full time basis at the Leominster Veterans Center, 100 West Street, Leominster, MA 01453.

Some services provided are:

Emergency Benefit Case Management  
Burials for Indigent Veterans  
VA Compensation & Pension Matters  
Educational and Vocational Benefits  
VA Health Care Applications  
Homeless Shelter  
State Bonus Program  
Property Tax Abatement for Disabled Veterans  
Property Tax Exemption for Veterans (relief program)  
Obtain Copies of Discharge Records/Awards  
Massachusetts Veterans' Memorial Cemeteries

Veterans' License Plates  
Veterans preference for Public Housing  
Veteran Grave Registrations  
Assist with Support our Troops Organizations  
Assist with Veterans Organizations

Respectfully submitted,  
Richard Voutour  
Veterans' Service Officer  
Lancaster Community Center  
39 Harvard Rd  
Behind the Library and the War Memorials  
Lancaster, MA 01523  
Phone: 978 733 1249 (Lancaster)  
978 534 7538 (Leominster)  
[rvoutour@leominster-ma.gov](mailto:rvoutour@leominster-ma.gov)





**OFFICE OF PLANNING  
AND COMMUNITY  
DEVELOPMENT**

## **BOARD OF APPEALS**

Calendar year 2017 proved to be a moderate year for the Lancaster Board of Appeals. A wide range of activities occurred, ranging from variances and special permit applications to Chapter 40B comprehensive permit matters. The Board of Appeals reviewed several significant applications in 2017, the highlights of which are listed as follows:

### **Comprehensive Permits**

- Tyrone Jones, Jones Crossing Development  
Approval of Chapter 40B regulatory documents  
*Approved: 3/23/17*

### **Variances / Special Permits / Other Zoning Relief**

- Jared and Madelline Blanchflower, 47 High Street Extension  
Special Permit pursuant to Section 220-8.1 (GG) (Keeping of poultry)  
*Approved: 3/23/17*
- Robert and Sandra Dynice, 2363 North Main Street  
Special Permit pursuant to Section 220-9 (G) (Accessory apartment)  
*Approved: 4/27/17*
- Martin and Alice Simoneau, 901 George Hill Road  
Special permit pursuant to Section 220-9 (G) (Accessory apartment)  
*Approved: 4/27/17*
- Parker and Cindy Ogilvie, 1436 Main Street  
Special permit pursuant to Section 220-9 (G) (Accessory apartment)  
*Approved: 5/25/17*
- Don Atkinson, 15 Mountain Laurel Lane  
Variance pursuant to Section 220-11 (B) (Side and rear yard setback)  
*Approved: 5/25/17*

- Tom and Marsha Forhan, 131 Sylvan Road  
Variance pursuant to Section 220-11 (A) (Front yard setback), Section 220-11 (B) (Side and rear yard setback)  
*Approved: 9/28/17*
- Christine Cassidy, 17 Ivy Court  
Variance pursuant to Section 220-11 (B) (Side and rear yard setback)  
*Approved: 9/28/17*
- Trolley Stop Pizzeria, 18A Prescott Street  
Special Permit pursuant to Section 220-28 (Permitted forms of illumination), Section 220-31 (Size, location and illumination exceptions)  
*Denied: 10/26/17*
- Gas Station/Convenience Store/Restaurant, 1424 Lunenburg Road  
Special Permit pursuant to Section 220-27 (C) (Setbacks), Section 220-28 (B) (Illumination), Section 220-29 (B) (Freestanding signs), Section 220-29 (C) (Attached signs), Section 220-31 (Size, location and illumination exceptions)  
*Approved: 11/30/17*
- Elizabeth Shook, 814 Langen Road  
Special Permit pursuant to Section 220-9 (G) (Accessory apartment)  
*Approved: 12/21/17*
- Trolley Stop Pizzeria, 18A Prescott Street  
Special Permit pursuant to Section 220-28 (Permitted forms of illumination), Section 220-31 (Size, location and illumination exceptions)  
*Status: Continued into 2018*

### **Appeals**

- Larry Shoer, 750 George Hill Road  
Appeal of the Building Inspector Determination pursuant to the requirement for a Stormwater Management Permit at George Hill Road – Lot C  
*Withdrawn: 11/30/17*

### **Other Business**

In March 2017, the Board re-organized and re-elected Scott Miller as Chair, re-elected Jeanne Rich as Vice-Chair and elected Matthew Mayo as Clerk.

In October, it was with great pleasure that the Community Development and Planning and Board of Health offices welcomed our new Administrative Assistant and Office Manager, Debra Dennis. Debra brings a wealth of municipal administrative experience to the Town. She has recently worked as an Administrative Assistant in the Town of Winchendon supporting the Planning Board, Conservation Commission, Board of Appeals, Board of Health, Board of Selectmen and Finance Committee.

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 Prescott Building. 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 978-365-3326 x1311, [npiazza@lanasterma.net](mailto:npiazza@lanasterma.net) or [ddennis@lanasterma.net](mailto:ddennis@lanasterma.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***

**Jeanne Rich, *Vice-Chair***

**Matthew Mayo, *Clerk, Alternate Member***

**David Stadtherr**

**Sarah Gulliver**

**Francis Sullivan**

**Robert Baylis, *Alternate Member***

**Hannah Meyer, *Alternate Member***

## PLANNING BOARD

Calendar year 2017 proved to be an extremely productive year for the Lancaster Planning Board.

During the course of the Board's 20 meetings, a wide range of activities occurred ranging from site plan reviews, stormwater management reviews, special permit reviews, ANR plan reviews, as well as a major re-zoning project and other zoning amendments. The Planning Board reviewed several significant applications in 2017, the highlights of which are listed below:

### Subdivision Plans

- Colony Lane Definitive Subdivision Plan, off of Colony Lane – 2 lots  
*Approved: 1/9/17*
- Amendment to Poras RT Definitive Subdivision Plan, off of Hilltop Road  
*Approved: 11/27/17*

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

- The Cove at Fort Pond Subdivision, Fort Pond Lane
- McGovern Place Subdivision, McGovern Boulevard

### Site Plans

- Town of Lancaster, Recreation Committee  
Nathaniel Thayer Memorial Park, off of Harvard Road and Packard Street  
Site plan for Community Park  
*Approved: 4/10/17*
- Kayrouz Realty, LLC, 1424 Lunenburg Road  
Amended site plan for gas station  
*Approved: 6/12/17*
- Town of Lancaster, Recreation Committee

Nathaniel Thayer Memorial Park, off of Harvard Road and Packard Street

Amended site plan for splash pad

*Approved: 7/10/17*

- South Lancaster Academy, 180-198 George Hill Road  
Site plan for circulation and parking improvements, reconstruction of athletic fields  
*Approved: 8/14/17*
- FC Stars Soccer Fields, 70 McGovern Boulevard  
Amended site plan for two soccer fields and parking  
*Approved: 9/11/17*
- Katherine Holden, 372 Goss Lane  
Site plan for ground-mounted solar photovoltaic installation  
*Withdrawn: 9/25/17*
- Sterling Manufacturing, 640 Sterling Street  
Site plan for building expansion and parking  
*Approved: 10/23/17*
- James Monroe Wire & Cable, 842 Sterling Road  
Site plan for new building and parking  
*Approved: 11/20/17*
- Portuguese Seventh-Day Adventist Church, 357 Sterling Road  
Amended site plan for sanctuary addition and parking  
*Approved: 11/27/17*

### **Special Permits**

- Curt Plante, 392-396 Hilltop Road  
Special Permit for Lot Shape (220-14)  
*Approved: 1/9/17*



- National Grid, Center Bridge Road  
Special Permit for Tree Removal  
*Approved: 2/13/17*
- Town of Lancaster, Recreation Committee  
Nathaniel Thayer Memorial Park – off of Harvard Road and Packard Street  
Special Permit for Setback for Soccer Field (220-11 (D))  
*Approved: 4/10/17*
- National Grid, Center Bridge and Seven Bridge Roads  
Special Permit for Tree Removal  
*Approved: 9/11/17*
- Katherine Holden, 372 Goss Lane  
Special Permit for Ground-mounted Solar Photovoltaic Installation (220-76)  
*Withdrawn: 9/25/17*

#### **Stormwater Management Permits**

- Rick Piermarini, 384 Brockelman Road  
Stormwater Management Permit for residential subdivision  
*Approved: 1/9/17*
- Kayrouz Realty, LLC, 1424 Lunenburg Road  
Amendment to Stormwater Management Permit for gas station  
*Approved: 6/12/17*
- South Lancaster Academy, 180-198 George Hill Road  
Stormwater Management Permit for driveway and parking area  
*Approved: 8/14/17*
- FC Stars Soccer Fields, 70 McGovern Boulevard  
Stormwater Management Permit for soccer fields and parking area  
*Approved: 9/11/17*

- James Monroe Wire & Cable, 842 Sterling Road  
Stormwater Management Permit for new building  
*Approved: 11/27/17*

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

- Curt Plante  
392, 394 and 306 Hilltop Road, 3 building lots  
*Approved: 1/23/17*
- McGovern Boulevard Lots, LLC  
McGovern Boulevard, 2 non-buildable lots  
*Approved: 4/10/17*
- McGovern Boulevard Lots, LLC  
McGovern Boulevard, 2 building lots  
*Approved: 6/12/17*
- David King  
6 and 9 Mountain Laurel Lane, 2 building lots  
*Approved: 8/28/17*
- James and Cheryl Anderson; Ellen O'Donnell  
Lot 9 and Parcel A; Lot 8 and Parcel 8A – Hemlock Lane, 2 building lots  
*Approved: 9/25/17*
- Robert and Dorothy Brockelman  
Lot 2 and Parcel A – Brockelman Road, 2 building lots  
*Approved: 9/25/17*
- Susan Smith and Elisabeth Rutledge  
50 Fire Road 10, 2 building lots  
*Approved: 10/16/17*

### **As-Built Plans**

None submitted.

**61 (A, B) Option to Purchase Land**

- 122 Hilltop Road – 15.34 acres, owned by Poras Realty Trust and Wienerwald II Realty Trust  
*Recommended that the Town does not purchase: 9/11/17*
- 142 Hilltop Road – 10.13 acres, owned by Poras Realty Trust and Wienerwald II Realty Trust  
*Recommended that the Town does not purchase: 9/11/17*

**Road Acceptance / Discontinuance**

- Acceptance – Eagle Ridge Subdivision Roadways – Mary Catherine Drive, Shannon Way, Nicholas Drive, Lindsey Way  
*Recommended that the Town Not Accept: 3/13/17*
- Acceptance – Fort Pond Lane  
*Withdrawn: 3/27/17*

**Transportation Projects**

- Preliminary intersection design – Lunenburg Road and Rt. 117, Rt. 117 and Main Street

**Zoning Bylaw Amendments**

- IPOD Overlay Districts  
Amendment to increase housing density and auto trip ends  
*Approved at Town Meeting: 5/7/17*
- Center Village Overlay District  
*Not Approved at Town Meeting: 5/7/17*
- Inconsequential Lot Changes  
*Approved at Town Meeting: 5/7/17*

- Expansion of Medical Marijuana Overlay District  
*Withdrawn at Town Meeting: 11/6/17*
- Zoning Moratorium on Retail Sales of Recreational Marijuana  
*Approved at Town Meeting: 11/6/17*

### **Grants**

- District Local Technical Assistance Grants (DLTA) – \$20,000 towards an update of the Open Space and Recreation Plan
- Complete Streets Grant – \$263,000 for the Complete Streets sidewalk re-construction on Main Street

### **Master Planning**

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

### **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 participation on the *Tech Team*. The *Tech Team* is comprised of representatives from several town boards, commissions and departments and meets as necessary to review projects that come before the Planning Board and provide critical comment from their various perspectives. This feedback is directed back to the applicant and incorporated into the plans so that the final product is a useful and supportable project for the Town.

### **Montachusett Regional Planning Commission**

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

- Regional transportation planning
- Regional trail planning
- GIS mapping services
- Update of the Open Space and Recreation Plan

Thomas Christopher was appointed Lancaster's 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. The MPO is responsible for approving projects in MRPC communities to be placed on the Massachusetts Transportation Improvement Plan (TIP). We will continue to work very closely with MRPC to insure that Lancaster is well represented in our regional planning efforts.

### **Other Business**

In 2017, the Board voted to re-organize with Philip Lawler as Chair, Jeanne Rich as Vice-Chair and Francis Sullivan as Clerk.

In October, it was with great pleasure that the Community Development and Planning and Board of Health offices welcomed our new Administrative Assistant and Office Manager, Debra Dennis. Debra brings a wealth of municipal administrative experience to the Town. She has recently worked as an Administrative Assistant in the Town of Winchendon supporting the Planning Board, Conservation Commission, Board of Appeals, Board of Health, Board of Selectmen and Finance Committee.

## **Planning in 2018**

The Board anticipates that 2018 will be equally as productive as the work of the Master Plan implementation continues. The continued development of the Route 2 and Route 70 business corridors will be foremost with great emphasis on capturing a new water supply to support this area.

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 Prescott Building. 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 978-365-3326 x1311, [npiazza@lancasterma.net](mailto:npiazza@lancasterma.net) or [ddennis@lancasterma.net](mailto:ddennis@lancasterma.net). For more information on planning issues in Lancaster, please visit us on the Town's web site: [www.ci.lancaster.ma.us](http://www.ci.lancaster.ma.us).

Respectfully submitted,

**Philip Lawler, *Chair***

**Jeanne Rich, *Vice-Chair***

**Francis Sullivan, *Clerk***

**Tom Christopher**

**Russell Williston**



## CONSERVATION COMMISSION

The Lancaster Conservation Commission is a seven-member appointed volunteer board, with associate members. 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 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 and Bylaw, such as reviewing Abbreviated Notice of Resource Area Delineation (ANRAD) applications, requests for Certificates of Compliance (COC) for completed projects, and issuing Enforcement Orders for activities in violation of the Wetlands Protection Act and/or Bylaw.

2017 was another busy year for wetland filings, with the Commission approving a total of 9 NOI's and 12 RDA's. During the course of 2017, the Commission reviewed the following projects:

Filing	Applicant	Location	Action	Date
RDA	Brendan Laughlin	348 Mill Street Extension	Approved	01/10/17
RDA	Gary Wesley	475 Sterling Street	Approved	01/10/17
RDA	Ray Boutotte	73 Carter Street	Approved	01/24/17
NOI	Sylvia Hollister	156 Langen Road	Approved	02/14/17
RDA	Southern New England Conference of SDA	Narrow Road	Approved	03/28/17
COC	Eagle Ridge Homeowners Association	Eagle Ridge (subdivision road)	Approved	03/28/17
RDA	Town of Lancaster DPW	36 & 66 Shirley Road	Approved	04/11/17
NOI #1	McGovern Boulevard Lots, LLC	McGovern Boulevard	Approved	04/11/17
NOI #2	McGovern Boulevard Lots, LLC	McGovern Boulevard	Approved	04/11/17
RDA	Peter Wyman	2685 North Main Street	Approved	04/25/17
RDA	Greg DeBono	226 Fort Pond Inn Road	Approved	05/09/17
NOI (Amended)	Patrick Byrne	Lot 5, Seven Bridge Road	Approved	05/23/17

Filing	Applicant	Location	Action	Date
NOI	Lancaster Friends of the Nashua River	Cook Conservation Area off Lunenburg Road	Approved	05/23/17
NOI	Frank Thissell	331 Bolton Station Road	Approved	06/27/17
RDA	Russell & Katherine Holden	372 Goss Lane	Approved	07/25/17
NOI	Lisa Wells	201 White Pond	Approved	08/08/17
RDA	Patricia Maguire and Mary Catherine Gauvin	706 George Hill Road	Approved	08/22/17
NOI	Benters, LLC	70 McGovern Boulevard	Withdrawn	08/22/17
RDA	Kelly & Clayton Arvidson	310 Fort Pond Road	Approved	09/12/17
RDA	Daniel & Sabina Bettencourt	140 Fire Road #12	Approved	09/12/17
NOI	Kelly & Clayton Arvidson	310 Fort Pond Road	Approved	10/10/17
NOI	Sterling Manufacturing	640 Sterling Road	Approved	10/24/17
COC	Curtis Plante	392 & 394 Hill Top Road	Approved	10/24/17
COC	Curtis Plante	392 Hill Top Road	Approved	10/24/17
COC	Curtis Plante	394 Hill Top Road	Approved	10/24/17
RDA	Shawn & Peggy Corbett	39 Brockelman Road	Approved	11/14/17
COC	Sylvia Hollister	156 Langen Road	Approved	11/28/17

### **Land Protection**

In January, the Commission gratefully accepted Bruce Warila's generous gift of three parcels of land on Winsor Road consisting of 7.5-acre, 1-acre, and half-acre parcels (37-32I, 37-32D, and 37-32H, respectively.) The 7.5-acre parcel abuts the 49.5-acre Parker Family Forest owned by the New England Forestry Foundation, extending the Family Forest's existing trail network. The 1-acre parcel abuts the site, also Conservation Commission land, of the Mary Rowlandson Rock, a well-known Massachusetts and New England historical landmark and popular tourist attraction in Lancaster. Public accessibility to the Rowlandson Rock is greatly improved by Mr. Warila's gift.

At the 2017 Annual Town Meeting in May, voters approved the purchase of 26.8 acres of undeveloped land (Parcel 29-22) adjacent to the Lancaster Town Forest, to be under the Commission's control and management as permanently protected conservation land. The acquisition was contingent on the award of a Land Acquisitions for Natural Diversity (LAND), Grant from the Commonwealth of Massachusetts, and in December the Town was informed that it had been awarded the LAND Grant, which will fund two-thirds (66%) of the purchase price of the property and related acquisition costs. The Town is expected to take ownership of the property in mid-March 2018.

The Lancaster Town Forest was further expanded at the 2017 Annual Town Meeting through approval of the transfer to the Commission's control of 20.6 acres of existing Town-owned land adjacent to the Town Forest (Parcels 33-82 and 33-82A.)

Also at the Annual Town Meeting, Parcels 14-18 and 18-65 were transferred to the Commission's control and management, expanding the Cook Conservation Area by 24 acres.

### **Land Stewardship/Management**

In May, the Commission approved the Lancaster Friends of the Nashua River's request to replace two very old and dilapidated bridges over streams crossing the Farnsworth Trail at the heavily used Cook Conservation Area (see above table of approved Notices of Intent.) Replacement of the bridges is expected to take place in the summer of 2018.

### **Other Business**

Longtime member Ruth Anderson left the Commission at the end June to move to Florida. The Commission and Town are very grateful to Ruth for her many years of dedicated public service on the Commission and will miss her passion and expertise. With Ruth's departure, the Commission is looking for a new member to bring the number of seated members to a full complement of seven.

In October, it was with great pleasure that the Community Development and Planning and Board of Health offices welcomed our new Administrative Assistant and Office Manager, Debra Dennis. Debra brings a wealth of municipal administrative experience to the Town. She has recently worked as an

Administrative Assistant in the Town of Winchendon supporting the Planning Board, Conservation Commission, Board of Appeals, Board of Health, Board of Selectmen and Finance Committee.

### **What's New for 2018**

Some of the Commission's upcoming activities in 2018 will include the continued conservation of open space and maintaining existing 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. In particular, expansion of the Lancaster Town Forest has been identified as a top priority by the Conservation Commission and Open Space Committee (OSC); the Commission will continue to work with both the OSC and Lancaster Town Forest Committee to advance this ongoing project. The Cook Conservation Area as well will continue to be the focus expansion efforts.

The Lancaster Conservation Commission meets on the second and fourth Tuesdays of each month at 7:00 PM in the Nashaway Room in the newly renovated Prescott Building. 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 978-365-3326 (David Koonce x1054 or Debra Dennis x1310), [dkoonce@lancasterma.net](mailto:dkoonce@lancasterma.net) or [ddennis@lancasterma.net](mailto:ddennis@lancasterma.net).

For more information on conservation issues in Lancaster, please visit us on the Town's web site: [www.ci.lancaster.ma.us](http://www.ci.lancaster.ma.us).

Respectfully submitted,

**Ken Rapoza, *Chair***

**Nathan Stevens, *Vice-Chair***

**Peter Farmer**

**Tom Christopher**

**James Lavallee**

**Bonnie Mae Smith**

## 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:

1. Shall serve as facilitators for encouraging the pursuit of agriculture in Lancaster
  2. Shall promote agricultural-based economic opportunities in the Town
  3. Shall act as advocates and educators on farming issues
  4. Shall work for preservation of prime agricultural lands
  5. Shall pursue all initiatives appropriate to creating a sustainable agricultural community
- The Agricultural Commission has continued to develop ways in which to promote our local Agriculture/farms throughout the Town within the scope of the grant which was acquired in 2015.
  - The Agricultural Commission's goal for 2018 is to continue to work on promoting Lancaster Agriculture, participate and build relationships with other town land preservation commissions and advocate for farming as a way of life in Lancaster.

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

The members that were appointed are:

David Kilbourn, *Chair*

Peter Jakubowicz, *Vice-Chair*

Susan Miner, *Clerk/Treasurer*

Eric Jakubowicz

Maria Moreira

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 Kilbourn, *Chair***

**Peter Jakubowicz, *Vice-Chair***

**Susan Miner, *Clerk/Treasurer***

**Eric Jakubowicz**

**Maria Moreira**

## ENERGY COMMISSION

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

In 2010, the Town received the Green Community designation by the MA Department of Energy Resources. This designation mandates that the Town's municipal facilities and vehicles must reduce energy consumption by 20%. 2017 saw a reasonable result for reduction of electricity and fuels with a 9% decrease over our baseline year of 2008. This was down from 11% in 2016 and was attributable to higher consumption of propane, and increased gasoline and diesel usage as more vehicles were added to our fleets. A noticeable improvement was a 36% reduction in electricity from the LED streetlights.

The Commission spent a great deal of time on the analysis and selection of the HVAC system for the Prescott Building renovation project. The Commission worked with the architects, engineers, project manager and Town Administrator to plan an HVAC system that is cost-effective, energy-efficient and sustainable for a 30-40 year life span. The system is comprised of electric heat pumps for heating and cooling, while providing extensive zone control for the individual office and common areas. The heat pumps are supplemented by a propane-based boiler.

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. This year we looked at upgrading the lights at the Community Center, and replacing one of the heating systems at the Library with electric heat pumps and a new boiler.

The Energy Commission meets on the first Wednesday of every other month at 6:30 PM at the Prescott Building. All citizens are welcome to join the Commission for these meetings and public involvement is always encouraged.



For more information on energy issues in Lancaster, please visit us on the Town's web site at [www.ci.lancaster.ma.us](http://www.ci.lancaster.ma.us).

Respectfully submitted,

**Don Atkinson, *Chair***

**Jay Moody**

**John Bowman**

**John Mazeika**

## **ENERGY ENTERPRISE FUND (AKA: SOLAR FARM)**

The Lancaster Renewable Energy Enterprise Fund was created by a vote of Town Meeting on May 2, 2011 (Article 10). The Enterprise Fund is the financial instrument for managing the revenues and expenses of the solar array at the landfill parcel on Lunenburg Road. The Enterprise Fund is governed by Massachusetts General Law Chapter 53 F ½.

The Solar Array was connected to the Grid on September 26, 2013 and has produced over 4,500,000 kwh to date. For the calendar year 2017 (beginning Jan 1, 2016-Dec 31 2017) the array generated 540.82 Megawatts (MW).

### Financing

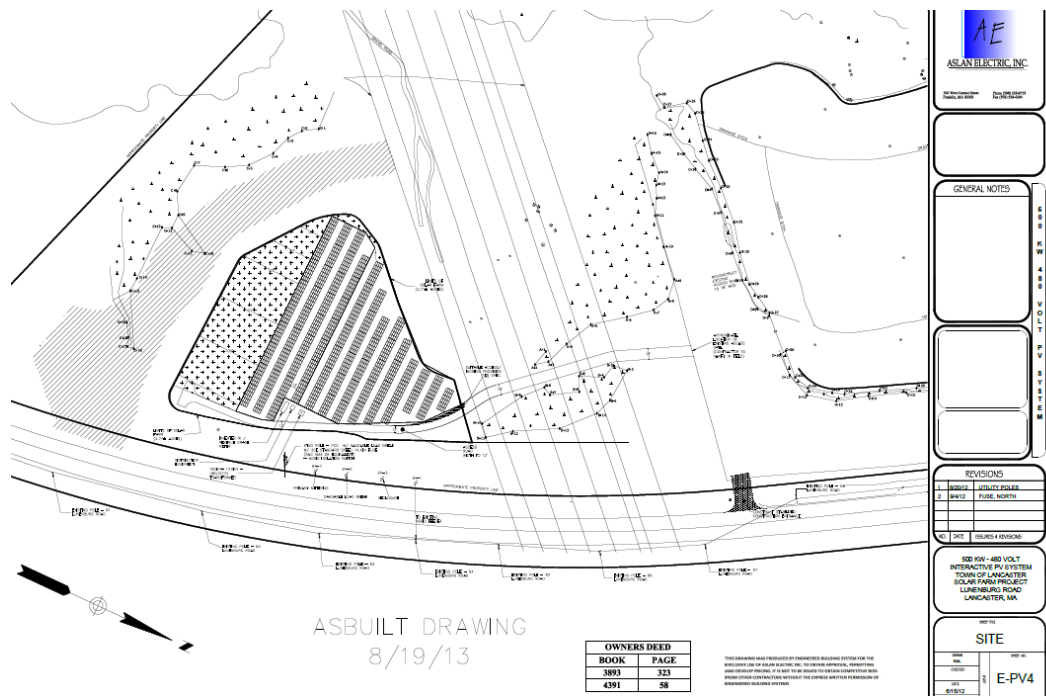
The project has two main funding sources. The first was \$500,000 in congressionally directed funds appropriated from the Energy and Water Appropriations Act of 2011. The second was a \$2,500,000 bond authorization approved by Town Meeting on May 2, 2011 (Article 11), although the Town would only borrow \$1,500,000 to complete the project. The Town was able to secure through a competitive application process a Qualified Energy Conservation Bond (QECB) allocation for the \$1,500,000. A Qualified Energy Conservation Bond is a bond that entitles state, tribal, and local government issuers to borrow money at attractive rates to fund energy conservation projects ([www.energy.gov](http://www.energy.gov)). Specifically to Lancaster, the QECB allocation authorizes the US Treasury to issue a subsidy to the Town for a portion of the interest paid on the debt. This reduces the overall net interest payment and overall debt service payment annually. The most recent subsidy issued by the US Treasury was

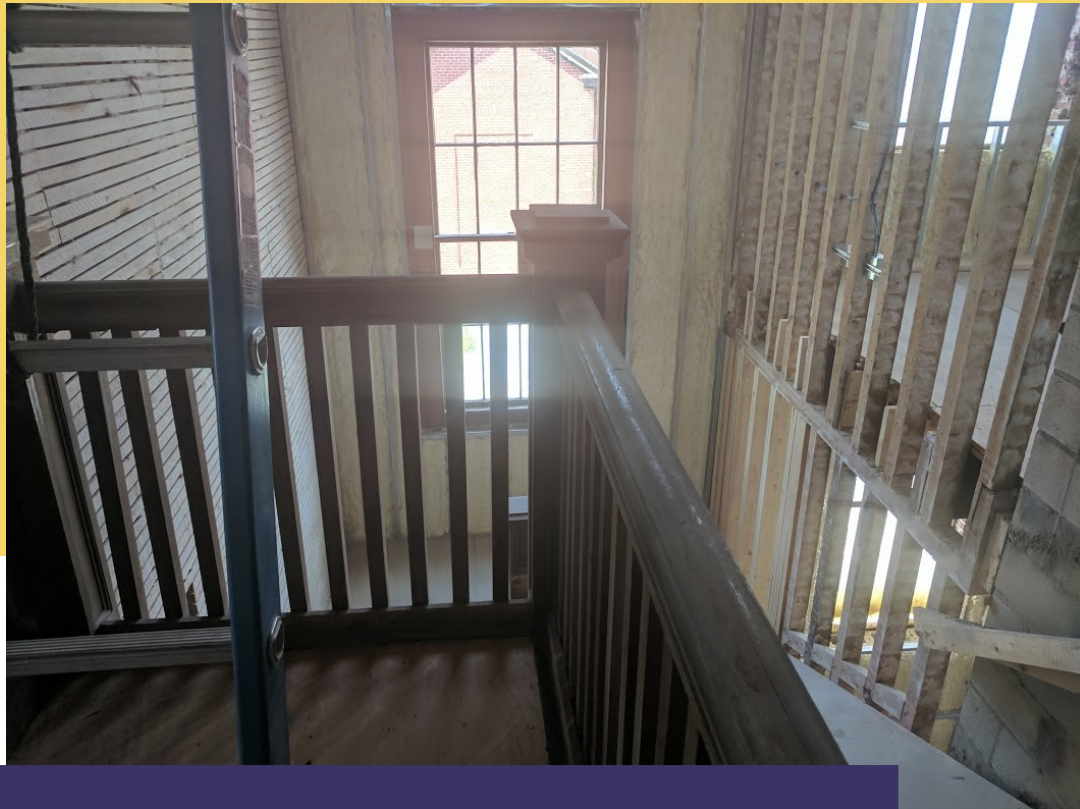
\$16,903.93. This amount will vary from year to year based on the amount of interest paid, and the Congressional Appropriation for QECB subsidy. The Bonds have an A1 rating by Moody's Investment Service, which are high quality bond obligation with very low credit risk. The bonds were purchased by Roosevelt & Cross Inc., a broker-dealer of municipal securities. At the Special Town Meeting of October 2, 2017, the Town rescinded \$516,000 in debt authorization. That was the unused portion of the debt authorization from the original authorization.

The Solar Array generates revenues through the sale of Solar Renewable Energy Certificates (SREC's). The Town is currently selling its SREC's between \$300-310/each. An SREC is generated for every 1,000 Kilowatts (KW) the system produces. The System has generated 550 SREC's in the calendar year of January 1, 2017-December 31, 2017, which were brokered by Hampshire Power of Northampton, MA.

The System is composed of 1,222 Sunivia solar panels and sits on just over 2 acres of town owned land on Lunenburg Road. The Town uses a Solectria Smart Grid 500KW Inverter. The Inverter utilized by the Town has a weather station and web portal built into the system so you can monitor the solar array in real time at the link below:

<http://www.solrenview.com/SolrenView/mainFr.php?siteId=1549>





# PUBLIC SAFETY

## LANCASTER POLICE DEPARTMENT



It's hard to believe that another year has gone by since I have had the opportunity to write the citizens of Lancaster. Your police department has been working closely with Michael Hanson (Fire Chief) and Kevin Bartlett (DPW Superintendent) to provide the best public service possible to the residents of Lancaster. We would like to thank our Board of Selectmen, Town Administrator and Finance Committee for their unwavering support and commitment to public safety, for without them we could not have success in our endeavors.

Your police department has undergone several changes this year. We have had Officer James McNamara retire after serving Lancaster for over 23 years. His professionalism and knowledge of our community will be sorely missed. We would like to thank Jim for all of his years of service to our town and wish him well in his retirement.

We also had my administrative assistant Francine Moody retire after 35+ years in the police department. She wore many "hats" here in Lancaster, not only being the administrative assistant to the chief of police, but she was also a patrolman for many years. She served as the department's first ever certified sexual assault investigator and was also a police Matron. She was our IT department as well as the face of our agency. Francine was the first person people talked to when they came to the station. She was committed to Lancaster and to the well-being and health of our community. Her

service here was only a piece of what she has done for our town. For as many years as I can remember, she has teamed up with other local agencies to provide turkeys and food at thanksgiving to the less fortunate citizens of Lancaster. At Christmas, she filled the police station training room with donated gifts from local residents for her Angel Tree. She worked tirelessly with our residents to help bring gifts and holiday cheer to people who may have been struggling during the holiday season. Thanks to her and the efforts of the citizens of Lancaster our police station was transformed every December to a make shift North Pole!



Francine stands with Christmas presents donated by Lancaster Residents last December

This year Francine was honored by the Lancaster 4H at the annual Christmas Tree Lighting on December 1<sup>st</sup>. In a presentation prior to the lighting, Stan Starr, Chairman of the Board of Selectmen spoke about the years of dedicated service Francine had provided Lancaster and thanked her for all of her hard work and endless commitment to the citizens of our town. Peggy Corbet, director of the 4H also presented a check of proceeds raised by the Angel Tree for the purchase of heating oil for residents struggling to afford heating bills during the winter months. The lighting of the town tree was attended by hundreds of residents and even Santa himself made an appearance. Christmas carols and a tree raffle topped off the evening's events!

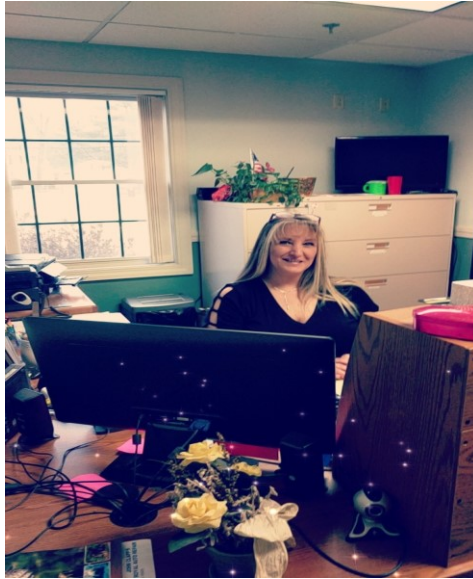




Officer John T. McNally with Lancaster residents Robyn Piermarini and Laurel Brazao at the annual Christmas Tree Lighting

With Francine's retirement, we began a search for a new administrative assistant for the police department. After a month long process and over 45 applicants, Robin Zagwyn joined the police department in the latter part of December. She brings with her over twenty years of administrative experience and knowledge of working with agencies with hundreds of employees. She has hit the ground running and has ushered in many new ideas and strategies to stream line our efforts. We welcome her here as she assumes her new duties and look forward to working with her for many years to come.





Robin Zagwyn: New Administrative Assistant to the Chief of Police

The police department also hired three new Reserve Officers this year. These new recruits are in the process of training within our agency as they work through their probationary period. The Board of Selectmen conducted all of the interviews for these positions and appointed the three new officers on May 15<sup>th</sup>. We welcome aboard Ptl. Amal Wing, Ptl Connor Sullivan, and Ptl. Nicholas Hatstat. If you happen to see any of them on patrol, please stop and introduce yourself. All of my officers enjoy meeting the residents of Lancaster.



Amal Wing, Connor Sullivan and Nicholas Hatstat being sworn in by Lancaster Town Clerk Mary de Alderete on May 15<sup>th</sup> at BOS meeting

There are many reasons why I am proud to be your police chief. To serve in a community where the citizens are not only supportive of the police, but take an active role in assisting us in public safety endeavors makes our job not only easier, but much more fulfilling. Our mission statement is all about serving our community and earning public trust. This is something that your police officers take very seriously and is why I enjoy serving beside them.

Last year, your officers participated in the nationwide campaign of “No Shave November”. They raised money for the cause of injured and wounded veterans returning from conflicts around the world. The officers generated over \$1700 dollars to be donated to the nationwide campaign. Although I do not personally enjoy seeing my officers looking this way, it was certainly for a worthy cause!



Officers Knoll, F.Hatstat, Milletti, Lt. Moody and N. Hatstat during No Shave November



Your officers were also quite active during the holiday season this year. It started with Officer Adrienne Gadoua participating in Lancaster's "Halloween on the Green". She was able to not only give away candy but also glow sticks and necklaces for safety. Hundreds of children visited her on the green. Later that year, she transported Santa to various locations in Lancaster giving out candy canes and posing for pictures.



Santa, the Grinch who stole Christmas, and Officer Gadoua in front of Sandees on Main Street

Your police department has also teamed up with Kimball Farm to start a bicycle safety promotion. Officers last summer handed out nearly 50 "Safety Summons" to the children around town. These summonses entitled the children to free ice crème cones at Kimballs and were issued to children that the officers witnessed committing "safe" acts around town. This included holding a parents hand

while crossing a street, wearing safety equipment while riding their bike or displaying some other act of safety. The proceeds to pay for this project came from monies and property lawfully seized from narcotic dealers convicted of drug offenses in Lancaster. I commend Lt. Everett Moody for coming up with this great community initiative.



Last year, the Nashoba Valley Regional Dispatch service received 12,891 calls for police service. Your police officers also respond to every Fire/EMS call adding another 1172 calls requiring a police response. Our total calls for service in 2017 were 14,063.

When officers are not busy answering calls they concentrate their efforts on traffic enforcement. Traffic continues to be our number one complaint in town. The volume of vehicles using our roadways increases every day. More and more cars are traveling through our neighborhoods which dramatically increase our need for enforcement. With increased traffic come increased traffic accidents. Accidents are on the rise nationwide as more and more vehicles take to the streets. Although our accident rate only increased by five from last year (216 for 2017) we will make it a goal this year to reduce our traffic accidents and make our streets safer. Although Rt117 and Rt70 generate the most of our enforcement action we have equally tried to spread our time into the smaller neighborhoods as well. We realize that any speeding vehicle can be a danger in our community. Your police officers issued 756 traffic citations last year for civil motor vehicle infractions (speeding, stop signs, etc.) totaling \$40,850.00 in fines. Arrests saw a dramatic increase this year going from 63 in 2016 up to 95 arrests in 2017. During many incidents, officers utilize the summons process instead of making an actual arrest in the field. Using the summons process officers are still

able to get the violator into a courtroom without tying up the officer's time on the road. This is a much more cost effective way of enforcement while keeping police at the ready to answer calls for service to our residents. Last year your police officers issued 146 summonses to violators of criminal statutes. We also saw an increase in domestic restraining orders going from 16 in 2016 to 21 orders issued in 2017.

As our town continues to grow your police department will be ready to take on increased challenges. I am working very closely with your Board of Selectmen and your Finance Committee to insure we maintain the level of services that you expect and deserve and that we can be proud of.

In closing I would like to thank Lt. Everett Moody for his continued support, professionalism and commitment to our community policing philosophy. Our Command Staff, Sgt. Christine Duggan and Sgt. Patrick Mortimer who keep our shifts running smoothly and efficiently. Mostly I would like to thank the men and woman of our patrol force. It is your continued commitment to public safety and the security of our residents that make our community safe.

Sincerely and Respectfully,  
Edwin H. Burgwinkel  
Chief of Police

## **LANCASTER FIRE DEPARTMENT**

As another year has gone by, I am thankful for all the support from the residents, business owners, the other town departments and all the firefighters and EMT's that make up our team. 2017 was another challenging year and all the members of the department went above and beyond and faced each challenge.

Again, I would like to thank the town's people for the support at town meeting with the approval of the new ladder truck, which should be delivered in late May this year. Also, we received another grant from MEMA's EMPG program which allowed us to finish buying new helmets for the firefighters.

This past year was our busiest year yet, we ended the year with a total of 912 incidents. A quick break down of some of the fire runs, 9 structure fires, 5 car fires, 22 outside/brush fires, 123 false alarms, 15 Hazmat, 109 accidents, 8 carbon monoxide, 58 public service, 1 bomb scare, 22 mutual aid given, 624 EMS calls. We had a total of 22 fires reported to the State Fire marshal's office. The cumulative dollars loss for these fires was approximately \$1,030,700.00. I attribute this low number to the fast response and aggressive work of our firefighters to prevent the spread of these fires.

In Fire prevention, we had a high number of inspections this year, with 108 smoke and co inspections, 19 Oil burner, 8 tank removals, 7 quarterly inspections, 33 yearly inspections, 22 safety, 5 fire alarms, 22 fire drills, 35 propane, and a few other miscellaneous inspections.

As always, training is a priority with us to stay on top of the newest regulations, codes, as well as staying current with our skills. Unfortunately, this past year we had two firefighters suffer minor injuries at fires, due to heat exhaustion.

The firefighters and EMT's took part in the annual pasta dinner again, as well as the fire prevention booth at the Bolton Fair, and Halloween on the green.

The members have also been working on projects around the station to help maintain and fix up the buildings and equipment, to save on what would potentially be costly jobs. We encourage the towns people to stop by anytime to have a tour of the station and see what's been done.

In closing I would like to thank the Board of selectmen, the police department, the DPW, and all the town hall staff that have assisted us over the year. And most importantly all the men and women of the department and their families, along with the women's auxiliary, for all your hard work and dedication.

Respectfully Submitted

Michael Hanson

Fire Chief/ EMD

## ANIMAL CONTROL COMMISSION

The Lancaster Animal Control Officer responded to the following calls in 2017.

Animal	Complaint	Number
<i>Dog</i>	Barking	17
	Found	43
	Hit by vehicle	2
	Loose	68
	Neglect	6
	Reported Missing	42
	Advice wanted	12
	Aggressive	6
	Left in Car	1
	Strays surrendered to shelter	2
	Killing chickens	3
<i>Cat</i>		
	Hit by car	6
	Loose	3
	Found	2
	Reported Missing	8
	Other	2
<i>Livestock</i>	Total various livestock calls	6
<i>Wildlife</i>		74

<b>10 Day Quarantines:</b>	
Dog bite to human	5
Dog bite to another dog	3
Cat bite/scratch to human	
<b>45 Day Quarantines:</b>	
Dog with wounds of unknown origin	
Dog exposed to confirmed rabid animal	
<b>45 Day Quarantines:</b>	
Cat with wounds of unknown origin (cat was vaccinated)	1
<b>4 Month Quarantines:</b>	
Cat with wounds of unknown origin (cat was not vaccinated)	1
<b>Other Quarantines (until released by the State)</b>	
Illegal Import	7



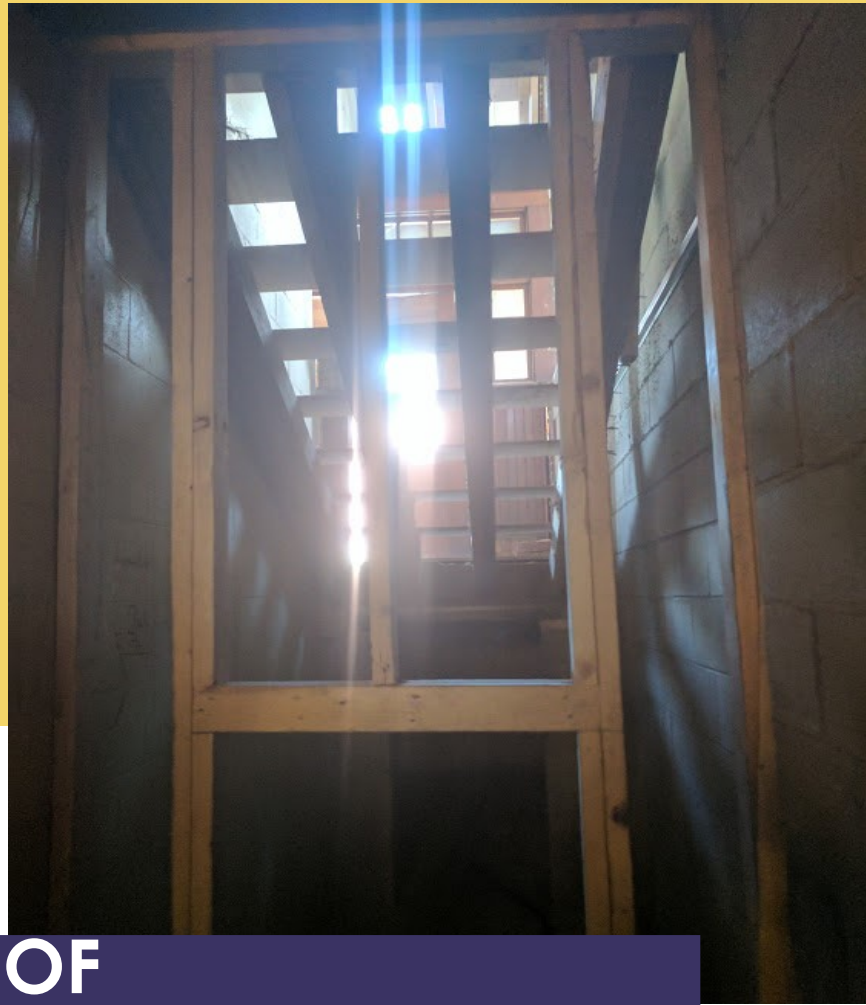
## ANIMAL INSPECTOR – BARN BOOK

ANIMAL	2017	2016	2015	2014	2013	2012
<i>Residences</i>	73	64	73	65	66	56
Cattle	99	84	85	90	85	105
Equine	109	93	116	91	105	112
Goats	48	78	87	49	71	69
Llamas/Alpacas	1	4	4	4	2	2
Poultry	987	654	728	855	948	867
Rabbits	14	19	13	16	12	21
Sheep	18	41	112	38	66	49
Swine	15	21	34	31	17	37
Other	0	2	6	4	1	5

Respectfully submitted,  
Animal Control Commission Members

Maribeth N. Eugene, Chair  
Joyce E. Moody  
Kelly E. Quill  
Philip J. Eugene  
Robert Foney  
Adrienne Gadoua

Animal Control Officer, Phyllis Tower



**OFFICE OF  
INSPECTIONAL  
SERVICES**

## BUILDING DEPARTMENT

Honorable Board of Selectmen

Records indicate the following:

Total Building Permits issued            257

	<b>Fees Collected in 2017</b>	<b>Construction Value</b>
Building Permits	\$132,199.99	\$14,950,005.23

<b>Purpose of Building Permit</b>	<b>Number of Permits</b>	<b>Construction Value</b>
<b>Residential</b>		
One family dwelling	7	\$2,191,000.00
Two family and multi dwelling	0	
Solar Arrays	28	\$856,933.40
Additions/Alterations	197	\$9,182,161.83
Demolition	5	\$19,000.00
Miscellaneous	18	\$245,910.00
<b>Commercial</b>	2	\$2,455,000.00
<b>Total:</b>	<b>257</b>	<b>\$14,950,005.23</b>

	<b>Number of Permits</b>	<b>Fees Collected</b>
Building Permits	257	\$132,199.99
Plumbing/Gas Permits	133	\$15,340.00
Electrical Permits	193	\$15,111.50
<b>Total:</b>	<b>583</b>	<b>\$162,651.49</b>

As of October 2017 Lancaster Building Inspector Peter Monroe retired. I took on the position as Interim Building Commissioner/Zoning Enforcement Officer.

Administration of the Zoning By-law consumes more than ½ of my time with inquiries, complaints, inspections, enforcement, decisions opinions and follow up inspections including if necessary court action.

Building Permit Applications are required by the Massachusetts State Building Code for any work other than ordinary repair and or your protection from unregistered and uninsured contractors. It also ensures compliance to the Town Zoning By-law.

Once again I would like to take this opportunity to thank the entire Lancaster Fire Department for its continued cooperation of shared responsibility of public safety issues, all of the Boards, Commissions, Departments and especially the citizens of the Town for their cooperation and support.

Respectfully submitted,

Tony Zahariadis

Building Commissioner/Zoning Enforcement Officer

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## **Plumbing and Gas Inspector**

The purpose of the plumbing and gas code is to provide minimum standards to safeguard life or limb, health, property and public welfare by regulating and controlling the design, construction, installation, quality of materials, location, operation and maintenance or use of plumbing equipment and systems.

There were a combined number of plumbing and gas permits acquired 133 for a total fee of \$15,340.00.

Plumbing and Gas Inspector

Tom Soldi

## **ELECTRICAL INSPECTOR**

Any addition or alteration to a new or existing electrical system shall be in conformance with the current Massachusetts Electrical Code. Please contact your local Wiring Inspector for any questions.

There were a total of 193 wiring permit. The amount was \$15,111.50.

Electrical Inspector

Dennis Montiero

## SEALER OF WEIGHTS AND MEASURES

During the past year this Department has ensured equity and fairness in the market place for both the consumer and merchant while fulfilling the requirements mandated by the Massachusetts State Laws. This was accomplished by inspecting, testing accuracy, adjusting when necessary and sealing all weights and measuring devices used for commercial sales throughout the Town of Lancaster. Users of sealable weighing and measuring devices were charge \$2,070.00 in fees.

I wish to thank all of the Town Officials who have supported this department during the past year.

Respectfully Submitted  
Ronald Valinski  
Sealer of Weights and Measures



**PUBLIC WORKS**

## BOARD OF PUBLIC WORKS

The Board of Public Works lost Theodore R. Manning, member and Clerk, when he passed away on in August 3, 2017. Ted Manning had served as a DPW Commissioner since 2013 and was very a very committed member of the Board. Courtney Manning was appointed to fill the vacancy until the next Town Election. The Board was reorganized as follows: Chairman - John J. King Jr., Clerk - Douglas DeCesare, and Member - Courtney Manning.

A new 2017 International six-wheel dump truck sander, equipped with a plow, was added to the DPW fleet of vehicles this year. This vehicle was funded mostly through Chapter 90 and approved at Town Meeting. Town Meeting also approved the acceptance of the originally private roads in Eagle Ridge Estates and Devonshire, adding approximately three (3) miles of road to the list of town roads to be treated and plowed. A request for additional manpower for the Highway Division has been submitted to be considered for the next Town Meeting.

Initiatives put in place this year to improve commuter safety include the installation of warning signs and solar-powered LED flashing lights on Lunenburg Road. The intent is to caution drivers to decrease their speed through the new business district that is being developed there. Solar-powered LED flashing lights were also installed at the low bridges at South Main Street and Bolton Road in an attempt to deter trucks from hitting them.

Another new addition to the DPW this year includes three Automated External Defibrillator (AED) units which were provided to the department through a grant secured by the Fire Department. These are portable devices meant to treat sudden cardiac arrest, and the DPW now has an AED unit in each of its three buildings.

I would like to thank the Finance Director, Finance Committee, Board of Selectmen, Town Administrator, Police Chief, Fire Chief, the DPW Staff and all of the Town Employees for your cooperation and help. Special thanks to the Board of Public Works for the opportunity to serve under them.

Respectfully Submitted,

Kevin A. Bartlett



Superintendent

Lancaster Department of Public Works



## HIGHWAY DIVISION

The Highway Department completed many projects this past year with 3 full time employees. As part of our regular duties, the Highway Department maintains over 70 miles of roadway, which includes all drainage, roadside mowing, brush clearing, catch basin cleaning and repairs, street sweeping, installation and replacement of catch basins and drainage pipes, road side ditch clearing, culvert pipe clearing and repairs and of course snow plowing.

The department took over 2 new subdivisions this year, Devonshire Way and Eagle Ridge. Also 556,550 feet of line painting, including 95 STOP and YIELD bars and 35 CROSSWALKS were painted. Sections of Bolton Rd were repaved along with a section of Bolton Station Rd requiring approximately 1100 ton of asphalt.

In addition, the Highway Department generates approximately 200 cubic yards of compost yearly, through the use of yard wastes collected at the Recycling Center and donations of primarily horse manure from local farms.

Scott MacDonald

Highway Department Foreman

## **WATER DIVISION**

In 2017, the Lancaster Water Department installed 5 new water services in town, and pumped 166,462,000 gallons of water. Water samples are tested for bacteria every month, and this year 144 samples were taken at various sites approved by the Massachusetts Department of Environmental Protection (MDEP). We had 1 water main break and 14 service leaks which were repaired. Pump #2 was also rebuilt this year for the first time in 20 years, improving water volume to the system.

The Water Department purchased a leak detector in 2017, as well as a correlating logger which is a device that listens at night for water leaks. Water conservation efforts made at home are appreciated by everyone. Conservation does not just mean using less water, but also ensuring efficiency in your systems at home.

The efforts made by town residents to clear the fire hydrants of snow after storms are greatly appreciated by this department. Not only does this ensure that the fire department would have access to water quickly during an emergency on or near your property, but it also alleviates some of the burden that the weather can place on the water department's workload.

Robert Pelletier

Water Foreman

## **CEMETERY**

Dear Taxpayers,

This was a busy year for the Cemetery and Tree Division, keeping up with the maintenance of the town parks, ball fields, the Town Green, and the cemeteries. There were 21 burials in Eastwood Cemetery this year, which is our most active cemetery. Spring and Fall clean-ups are assisted at times by work crews from MCI Shirley and Worcester County Sheriff, and this year the clean-up list also included the Old Settlers Burial Ground and the North Burial Ground.

The workforce is also supplemented when necessary by seasonal employees and by the senior tax work-off program. One worker under the Senior Tax Abatement Program has also been creating electronic files of the information on index cards and recording burial and grave information in a digital database at the cemetery office. This will allow easier access for all departments to look up information on those persons buried at Eastwood Cemetery and their location.

As always, feel free to call the office between 7:00am to 3:00pm Monday through Friday.

Your Cemetery Foreman,  
Larrie Knoll



**INFORMATION  
TECHNOLOGY**

2017 was the second full year for the Information Technology department.

The Information Technology (IT) Department provides and supports resources which facilitate the flow of information within, and between, departments and expand the reach and usefulness of technology to staff and residents.

Along with its day-to-day responsibilities, significant accomplishments for the IT department in 2017 include the following.

- Campus Fiber Network – installation of the grant funded fiber network was completed. All the buildings on the town green (Town Hall, Community Center, Library and Prescott) are connected with a high-speed fiber optic network.
- Prescott move – moved all the PCs, servers and printers to Prescott over one weekend with minimal impact to users and town operations.

Note, all new network equipment for the Prescott building was purchased as part of the Campus Fiber grant which allowed the network infrastructure to be setup before the move which made the move very easy.

- Setup and deployed a free cloud based helpdesk solution to help manage and track calls and work the IT department performs.
- Applied for a grant from the Massachusetts Community Compact Cabinet's (CCC) Information Technology grant program to extend the campus fiber network to all of the other municipal building in town. This includes the Police Station, Main Fire Station, South Fire Station, Public Works, Highway and Cemetery buildings.

The major projects for 2018 will include the moving the Library off of the private C/W MARS network and onto the town offices network and upgrade of the Wi-Fi networks in some of the municipal buildings in town.

Respectfully submitted,

John C. DiTommaso

IT Director





## CULTURE AND RECREATION

# TRUSTEES OF THE THAYER MEMORIAL LIBRARY

## MISSION STATEMENT

*The Thayer Memorial Library brings people, information, and ideas together to enrich lives and build community.*

## OUR CORE VALUES

### Passion

We love the Library, we love Lancaster, and we love what we do.

### Free and Open

We promote intellectual freedom and privacy for all.

### Inspiration

We enhance learning, the free flow of ideas, and civic responsibility.

### Respect

We respond to all with courtesy and compassion.

### Integrity

We uphold a bond of trust between the Library and the community as stewards of our collections and our building.



Bill Staines Concert

TML Music Series, Photo by Steve Piazza



## **Legacy**

We treasure the history of Lancaster and its Library as we embrace the future.

### **Board of Library Trustees**

Chair: Emily J. Rose  
Vice-Chair: Frank T. MacGrory  
Secretary: Frank Streeter  
Member: John Schumacher-Hardy  
Member: Stephanné Fiori  
Member: Stephen Piazza

### **Library Staff**

Director: Joseph J. Mulé  
Assistant Director /  
Adult Services Librarian: Karen Silverthorn  
Children's Librarian: Susan Mello-Conroy  
Senior Library Technician: Linda Ledoux  
Special Collections Assistant: Marcia L. Jakubowicz  
Library Technician: Janet Baylis  
Library Page: Janet Baylis  
Library Page: Lisa D'Ambrosio  
Library Page: Dorothy McCandless  
Library Page: Gail Prewandowski  
Library Page: Jo Agnes Santangelo  
Custodian: Nancy Record

### **Hours**

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

**MANY LIBRARY RESOURCES ARE AVAILABLE 24/7 ONLINE AT:**

**[www.thayermemoriallibrary.org](http://www.thayermemoriallibrary.org)**



Library Director Joe Mulé talking with Todd Pattison, Senior Book Conservator, about the nature, condition and treatment of the pages of Henry Stedman Nourse's bound manuscript with pamphlets – "A Miscellaneous Collection of Historical Papers and Memoranda Relating to the History and Geography of Lancaster 1643-1880"

## **OUR 155<sup>TH</sup> YEAR OF PUBLIC LIBRARY SERVICE:**

In 2017, Thayer Memorial Library (TML) continued its proud tradition of serving the Town of Lancaster as a free public library. From children to seniors, 61% of Lancaster citizens have library cards. This enabled them to borrow from over 112,000 circulating items locally. Because TML meets Commonwealth certification standards, TML cardholders could use materials and services at hundreds of libraries in Massachusetts and gain access to millions of items. Visitors to TML participated in over 1,000 programs, activities, and meetings; read newspapers and accessed free Internet; and enjoyed artwork and exhibits.

In 2017, the Board and staff moved into year two of its Strategic Plan assuring the Library continues to provide excellent value while identifying opportunities for change as Lancaster's needs evolve.

## **BEHIND-THE-SCENES ACTIVITIES:**

Our website redesign and Thayer Memorial Library App were completed in 2017 with the assistance of Lancaster resident and longtime volunteer Bob Kadlec. Both the website and Thayer Memorial Library App can be viewed at [www.thayermemoriallibrary.org](http://www.thayermemoriallibrary.org).

In the spring of 2017, TML received an unusual request to serve as a location for a motion picture to be filmed in what movie producers felt was a “quintessential New England library”. In early July, TML closed to the public for a day as scenes from Sony Screen Gems Film motion picture *Slender Man* were filmed in the Children's Room wing and Memorial Hall. The Library donated the \$7,000 fee received from Sony Screen Gems Film to the Town's general fund.

In the fall, TML was awarded \$30,000 from Federal funds provided by the Institute of Museum and Library Services and administered by the Massachusetts Board of Library Commissioners to conserve and digitize materials from the Library's Special Collections. When the money arrived in October, four volumes, which were annotated, collected, and organized by Henry Stedman Nourse, were delivered to the Northeast Document Conservation Center (NEDCC) in Andover. NEDCC began conservation treatment and digital imaging of over 1,400 pages of this unique manuscript material relating to the history and geography of Lancaster. Work on the volumes will be completed in 2018.

Continuing with preservation plans, the Sophia Houghton Sterling and Mary Eager samplers were sent to Museum Textile Services in Andover for cleaning and conservation. The Library received a *Report of a Preservation Needs Assessment* completed by the Northeast Document Conservation Center in Andover. The assessment evaluated the building and environments as they relate to the preservation needs of paper-based, audiovisual, and photographic materials housed in the Constance V. R. Thayer Special Collections room and the Museum; examined current policies, storage, and handling procedures; and assessed the general condition of materials. The Board continued an administrative policy review, and work on a detailed building systems manual was begun. Digitization of archived operational documents was undertaken, allowing file cabinets to be removed from offices.

Director Mulé attended two workshops in 2017 on grant writing and began participation in a five session workshop series *Finding Common Ground: Collaborative Training for the Cultural Heritage and Emergency Response Communities*. This project sets out to bring first responders together with members of the local cultural heritage community in an effort to protect humanities collections and municipal records following a disaster.

In addition, Director Mulé chaired two committees for CW/MARS, the organization, which links libraries in Central, and Western Massachusetts. The Evergreen Review Taskforce reviewed the integrated library system *Evergreen* that forms the backbone of CW/MARS' services to member libraries. The Investment Planning Subcommittee worked on CW/MARS' stabilization fund and investment policy. CW /MARS (Central/Western Massachusetts Automated Resource Sharing, Inc.), is a library consortium dedicated to resource sharing and access to information. The network includes public and academic libraries from 495 to the New York State line with more than 8.5 million physical items and eBooks available to borrow by Lancaster residents.

The three-year union contract which includes Library staff members was finalized in the spring. Dave Foster, facilities manager for TML, retired December 1. Rick Krafve stepped into the role in mid-December.

#### **CIRCULATING COLLECTIONS AND DISPLAYS:**

In 2017, TML technical services processed and added 7,157 items the general collection. The circulating collection contains the following media:

<b>2017</b>	<b>Adult</b>	<b>YA</b>	<b>Juvenile</b>	<b>Totals</b>
Books	21,459	2,466	12,854	36,779
Magazines	2,152	25	135	2,312
Audio	7,198	84	604	7,886
Video	6,307	3	1,451	7,761
eBook	32,720	3,682	5,512	41,914
eMagazine	130			130
eAudio	10,775	1,253	1,153	13,181
eVideo	1,229			1,229
Games	123	0	242	365
Micro	87	0	0	87
Misc	617	12	291	920
<b>Totals</b>	<b>82,797</b>	<b>7,525</b>	<b>22,242</b>	<b>112,564</b>

#### **Circulating Museum Passes:**

Animal Adventures	Mass Audubon
Butterfly Place	Mass State Park Parking Pass
Davis Farmland/Mega Maze	Museum of Russian Icons
Animal Adventures	Mystic Aquarium
Discovery Museums	Salem Witch Museum
Ecotarium	Southwick's Zoo
Fitchburg Art Museum	Tower Hill Botanic Garden
Fruitlands	USS Constitution Museum
Garden in the Woods	Worcester Art Museum

Throughout the year, displays in the rotunda of Memorial Hall highlighted collection areas. In April the 7- Bridge Writer’s Collaborative displayed poems written by Lancaster students. The Current Topics Club display case featured items from TML Special Collections; highlights include exhibits on the Anti-Slavery movement in Lancaster and Brevet Brigadier General Francis Washburn.

**PROGRAMS:**

In 2017, TML launched a new concert series through the efforts of volunteers and the support of the Friends of the Thayer Memorial Library. The first concert had a capacity crowd, much to the dismay of those turned away due to safety regulations. In April the Library celebrated *Lancaster History Month* with standing room only attendance for “Meet Mrs. Mary Rowlandson.” TML partnered with the Lancaster’s Commission on Disability with programs in October. Other activities included the 3<sup>rd</sup> Annual Hat Project in January, the Lancaster Girl Scouts Diaper Drive, and TML’s annual Food for Fines between Thanksgiving and Christmas.

**Weekly**

Story Hour  
LEGO/Thomas the Tank Engine Club  
Pokémon  
7 Bridge Writer’s Collaborative  
Blockbuster Movie  
Scrabble Club  
Knitting Club  
Adult Coloring  
Toastmaster’s Public Speaking Club

**Monthly**

Young Adult Book Group  
Every Child Ready to Read  
Theater Club  
Adult Book Group (2 groups)  
7 Bridge Writer’s Collaborative Author Event  
7 Bridge Writers’ Collaborative Writing Workshops  
  
Computer Help with Jon Roper (2 per month)



Wingmasters' Julie Collier & Friend

Photo, Lisa D'Ambrosio



Programs in 2017 (with 5,753 total attendees) included regular group meetings as well as individual presentations led by Library staff members, patron volunteers, and outside guests. Highlights and funding sources are given below.

**Programming Highlights:**

***Rosemary Davis - Environmental Series (fall)***

- Raptors: Majestic Hunters of the Bird World
- North American Birds of Prey
- Wildlife from Glacier, Rocky Mn, Yellowstone, and Gr. Teton
- Nat. Parks

***Rosemary Davis - H2O the Series (spring)***

- Animal Adaptations in the Freshwater Ecosystem
- Aquatic Insect Investigations
- Common Loons! Diving into Their World
- Birds of the Nashua River
- Wild About Whales

***Lancaster History Month (April)***

- Meet Mrs. Mary Rowlandson
- Lancaster History for Young People: The Story of a Small Town
- Lancaster on the Nashua: The Story of a New England Town
- Battle of Ball’s Bluff, Virginia - Lancastrians Take the Lead!
- Welcome to the Graveyard: Lancaster’s Burial Grounds

**Concert Series**

- Paul Rishell & Annie Raines
- Ron Murray & Vuelo
- Billy Novick & Guy Van Duser
- Bill Staines

**Youth Programs**

- Pajama Story Hour
- Mandy Roberge Arts & Crafts
- Summer Reading Programs
- End of Summer Party
- Edible Bird Feeder
- World Class Frisbee
- Solar System Tour
- Our World as Math
- Drawbridge Puppet Theater
- 4H Babysitting Class
- Peter Murphy Theater Class

***Freedom’s Way Heritage Treasures: Thayer Memorial Library’s Museum***

**Funding Sources:**

- Friends of Thayer Memorial Library
- Rosemary Davis Memorial Fund at Greater Worcester Community Foundation
- Lancaster Cultural Council

**BUILDING AND INTERIOR:**

The Building Committee continued its work on the building envelope with a survey of windows and doors, including a general schedule for repairs. It was determined that since old growth wood is more durable and provides greater insulation than current wood products these should be restored/repaired rather than replaced in the oldest parts of the building. Proposals for work on windows and doors most in need of repair were sent out, and the Town approved \$14,000 towards the cost at the annual Town Meeting in May. Bids were also solicited for repointing of the granite both in the front and rear of the building. One granite stair column in front was shifted by a vehicle strike, and must be repositioned.

A new mini-split heating and cooling unit was installed in the Technical Services office. File cabinets were removed from both Technical Services and Director offices and the walls and ceilings of both office areas were painted. Finally, the Assistant Director was moved into the Director's office, which provides a better work environment.

The Friends of the Thayer Memorial Library purchased 90 new chairs for the meeting rooms. This was a welcome improvement, especially for reorienting meeting space or moving chairs as programming requires. The old wooden bench seating was returned to the Town Hall auditorium.

In May the Historical Museum was highlighted when TML participated in the Freedom's Way National Heritage Area regional event entitled "Hidden Treasures". The Museum was open five times throughout the month for the public to visit.

#### **HOW WAS TML ABLE TO PROVIDE INFORMATION AND SERVICES TO THE PUBLIC?**

Thayer Memorial Library provided wide-ranging services to meet the needs of its users through the financial support of Lancaster voters, the Commonwealth of Massachusetts, grants awarded by non-municipal agencies, and gifts from generous supporters. In 2017, the Library's expenditures totaled \$345,920. TML augmented its municipal appropriation with \$53,122 in non-appropriated funds.

#### ***Municipal support:***

Calendar year 2017 spanned the second half of Fiscal Year 2017 and the first half of Fiscal Year 2018. TML's municipal appropriation supports operational expenses including wages, new media, CW/MARS membership, office supplies, and housekeeping.

2017											
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Fiscal Year 2017						Fiscal Year 2018					
Appropriated Municipal Income			341,274			Appropriated Municipal Income			356,173		
						change:					4.36%

***Non-Municipal support:***

*STATE AID:* The Town of Lancaster met the Minimum Appropriation Requirement required for certification under *605 CMR 4.00: M.G.L. c. 78, ss.19A and 19B* in both Fiscal Years. In addition to the Minimum Appropriation Requirement, State certification requirements, which were met, included

- Library open to the public 49 hours per week
- Minimum Expenditure Requirement met by spending at least 19% of the municipal appropriation on books and other media (magazines, CDs, DVDs, e-content)

Certification under Commonwealth standards in both Fiscal Years assured that TML received State Aid awards. The total State Aid awarded to TML in 2017 was \$14,312.

*OTHER GRANTS:* In 2017, TML received generous support from

- Institute of Museum Studies and Library Services administered by the Massachusetts Board of Library Commissioners
- Friends of the Thayer Memorial Library
- The Thayer Memorial Library Foundation
- The Rosemary Davis Memorial Fund of the Greater Worcester Community Foundation
- The Lancaster Cultural Council

*TRUST FUNDS, GIFTS AND FEES:* Thayer Memorial Library also received income from trust funds, memorial donations, special gifts, fines, and fee-based services or programs.

***In-kind donations:***

Books, CD's, DVD's, audiobooks, and videogames are received from the public throughout the year. Those titles which TML staff deemed suitable were added to the general collection. In 2017, 1,875 donated media titles were added to the collection. Using information from American Library Association, the value of these items is estimated to be more than \$21,500

***Volunteers:***

Beyond monetary donations, the generosity of Library users extends to include many hours of donated time. In 2017, scheduled volunteers provided 1,423 hours of service at TML. Using information from *Independent Sector*, a Washington, D.C.-based network of nonprofits, foundations, and corporate giving programs, the value of their time is \$42,690. In addition, the Friends of Thayer Memorial Library contribute countless hours towards fundraising for Library initiatives. In 2017, Susan Munyon concluded 8 years guiding the Friends of the Thayer Memorial as President

Thayer Memorial Library thanks the citizens of Lancaster for their continued support!

## **STERLING-LANCASTER COMMUNITY TELEVISION, INC. (SLCT)**

Our Mission:

To Provide and promote media access to all Sterling and Lancaster residents for the purpose of enhancing public communication within the communities via Comcast channels 8 and 99.

We work toward fulfilling that mission by making available equipment, facilities, and training to local Sterling and Lancaster residents and non-profit groups. This enables the production of programming that allows the free expression of ideas, artistic expression, and other non-commercial uses of video facilities on an open, uncensored and equitable basis. In addition, we are committed to filming the Board of Selectmen and Town Meetings in both communities.

2017 was our first full year of operations in our new studio facility located in Sterling. We are averaging 55 visitors/month, resulting in new memberships and shows being produced. In addition to ongoing current shows, the studio has facilitated the production of new shows:

- *Talk Me Healthy*, interviews with various health professionals produced by Scherrie Keating
- *Journeys*, interviews with interesting local residents produced by Denise Hurley
- *This and That*, comments on various topics produced by Lorraine Gillmore

As part of *Channel 8 Community Updates* news program, interviews with local residents and organizations are conducted by Lex Thomas, editor of *Sterling Meetinghouse News*.

We continue to place programs produced locally on YouTube and Facebook for viewing. As of now, over 300 videos are available for viewing. They include the continuing series of shows; *Recipes for Better Living*, *Cathy Neptune's Kitchen*, *Pawdoption*, and *Holistic Health*.

The Bulletin Board on Comcast channels 8 and 99 continues to be actively used by non-profit organizations both local and regional. To date over 200 different groups have utilized the Bulletin Board to inform viewers of events. Notices of events can be submitted either in person or via our website ([www.slctv.us](http://www.slctv.us)).

SLCT continues to partner with local schools in providing support for extracurricular video clubs aimed at introducing students to the art of video equipment use and production. The club at Luther Burbank Middle School in Lancaster is in its third year and a similar effort has begun at the Chocksett Middle School in Sterling.

The year continued with broadcasting of Board of Selectman's meetings on Comcast channel 99 in both Lancaster and Sterling. This included two Town meetings that were held on the same day which required significant effort on the part of staff and volunteers. In addition, we coordinate with other local access stations to broadcast Nashoba Regional School Committee and Tri-Town meetings. Volunteers have also filmed meetings of the Lancaster Housing Board and Finance Committee. SLCT continues to put the government meetings on Town Hall Streams ([www.townhallstreams.com](http://www.townhallstreams.com)) allowing people to watch those meetings at their convenience. Meetings for current and past years are available for viewing.

Matt Downing, our Production/Outreach Manager has been reaching out to various non-profit organizations in the towns to create awareness of SLCT and the opportunities it provides them. In addition, he continues to recruit volunteers for help with special projects such as the Annual Meetings of both towns and other unique community events. If you have any interest in helping, please contact us. Volunteers will help in increasing the coverage of local events.

We continue to post program schedules in public venues such as local libraries and Town Halls to better inform the public of available programming choices. The schedules are also available in the Lancaster Town Clerk's bi-monthly email newsletter of local events, our web page ([www.slctv.us](http://www.slctv.us)), and Facebook.

In 2018, we look forward to a year of increased opportunities to serve our members and our communities. As always, the Directors and management of SLCT sincerely appreciate the continued support and encouragement of the Selectmen and residents of Sterling and Lancaster.

Want to volunteer or have questions? Feel free to contact us at 978-733-1139 or email us at:

[Access@slctv.us](mailto:Access@slctv.us)

Respectfully submitted,

Robert Kadlec

SLCT President

## LANCASTER HISTORICAL COMMISSION

### Members:

Michael Sczerzen, Chair: Heather Maurer Lennon, Vice Chair

Joy Peach; Joan Richards; Karen Silverthorn; Mark Schryver;

Changes approved by BOS (in November) Jean Watson appointed to Associate Member (per her request) and Jay Moody to full member.

### Associate Member(s):

Marcia Jakubowitz

### Adopt-a-Marker:

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

:

- Jean and James Watson - Lover's Lane Great Elm Tree on Center Bridge Road
- Liz and Tom Colley - Ward Park Water Trough
- Cemetery Dept. - North Village Water Trough
- Michael Sczerzen and Joan Richards - Lane's Crossing Water Trough
- Alexandra Turner - Center Bridge Road/Neck Road? Main Street Water Trough

Anyone interested in adopting a marker, please contact: [historical@lancasterma.com](mailto:historical@lancasterma.com) or call 978-365-3326 Ext. 1057. Thank you to Sue Billings and Corinne Walker of the Lancaster Garden Club for coordinating other areas in town. The LHC encourages all town agencies to maintain plantings with appropriate landscape material to enhance the historical buildings around the Town Green.

### Location and Staffing:



On February 4, 2015 the LHC was relocated to 131 Main Street (in the Hometown Bank Plaza, lower level). Also, a significant part of the collection was stored in another location. The LHC continued on in this location throughout 2017. Vice-Chair Heather Lennon, who also serves as the volunteer Office Coordinator, continues to be actively involved in the organizing, preparing, and archiving of historical materials pertaining to Lancaster. The office is staffed solely by LHC volunteers and one tax abatement worker.

### **Office Hours, Functions and Statistics:**

The office is open most Tuesdays from 10:00 a.m. to 2:00 p.m. Special appointments can be scheduled for interested individuals wishing to do on-site research. Many items pertaining to Lancaster are for sale. The LHC also co-sponsors some of the four yearly programs of the Lancaster Historical Society (LHS).

In 2017, the LHC answered no less than 40 inquiries that were received during regular office hours. The LHC also handled queries referred from the Town Clerk's office and continues to respond to requests for genealogical and other town-related research. Historical tours were also provided for out-of-town visitors. In total, no less than 854 volunteer hours were recorded for 2017.

### **Initiatives/Accomplishments in 2017:**

- **Historic Cemeteries:** Following a meeting with the Department of Public Works (DPW) in December 2016, the LHC facilitated the gaining of assistance from inmates of the Massachusetts Correctional Institution (MCI) – Shirley and the Worcester House of Corrections. It was noted that the Old Settlers' Burial Yard had hundreds of pine seedlings that sprouted up due to deferred maintenance for at least three years. The seedlings have now been removed. The LHC will continue to pro-actively monitor the burial places to prevent this from happening again. At the October special town meeting, the voters approved \$10,000.00 to be used exclusively for removal of hazardous trees in the cemeteries.
- **Seven Bridge Road:**  
National Grid proposed the cutting of trees along Rt. 117, which is designated by the town as a "Scenic By-way," to make way for necessary new poles. After negotiations with the town, National Grid representatives redirected their proposal to Center Bridge Road. They also agreed to remove some threatening trees which have been identified along the roads bordering the Old Common and Middle Cemeteries as hazardous to the burial stones close by. This task has been delayed but will be pursued in the spring of 2018.
- **Prescott Building:**  
The LHC was instrumental in coordinating with Operations Project Manager, Mary Bulso, to acquire some surplus shelving from the town of Mendon, MA. It is currently stored in the Memorial School Building for use in the Prescott Building.  
The LHC looks forward to moving into the upper level of the building early in 2018 and its members, who drove this initiative from the start in 2010, are very happy to see the project near its conclusion after many unnecessary errors and delays along the way. The LHC is proud

to have had the support of the townspeople to accomplish the restoration of this magnificent historic (circa. 1903) brick building which will now be a functioning and vibrant part of our historic Town Green campus.

- **Abner Pollard House on Old Common Road:**

The historic Abner Pollard House (circa 1799) which is utilized by the RKF Action Corp. has been undergoing repairs and renovations. The LHC is in touch with project consultant Derek Manning who provides updates periodically. In the summer, all four chimneys were restored. Also, half of the windows have been restored with the balance to be done beginning in January, 2018. Funding has also become an issue on this project.

- **Town Clock:**

The LHC

has worked with Town Administrator (TA) Orlando Pacheco on the creation of a Memorandum of Understanding (MOU) to clarify the ownership and operation/ maintenance responsibilities for the Town Clock which is located in the First Church of Christ Unitarian on the Town Green. Currently the LHC is waiting to hear back from both the TA and the First Church.

#### **Changes in Town:**

- ***Ponakin and Atherton Bridges*** – Town Planner Noreen Piazza has contacted Nels Raynor, a historic bridge consultant from Michigan to obtain a quotation for a structural analysis of these two bridges. This is necessary before any further action can be taken regarding these very rare “pony-truss bridges. It is hoped that they may become pedestrian walkways as part of Lancaster’s developing trail systems.
- ***Rowlandson Rock and Town Pound Historic Sites***– John Aurin, Scoutmaster, of the Boys Scouts Troop #1 of Lancaster has been working with the LHC to devise and implement clean-up and maintenance plans for these sites as a project for Eagle Scouts.
- ***Fire at 325 George Hill Road*** – This historic old farmhouse, most recently known as “Liberty Hill Farm”, fell victim to a fire on October 27, 2017. There were no casualties though there was extensive damage to the structure’s interior.
- ***Two previously fire damaged structures have not been restored to date –***  
2 Neck Road  
1334 North Main Street (former North Village Hose House)

***Industrial Construction on Sterling Road*** -- Bestway of New England Inc., a lumber treatment company at 840 Sterling Road, began expanding their operations in 2016 with the demolitions of several structures (including a residence and nearby carriage house). They began building new

structures in 2017. The James Monroe Wire and Cable Corporation at 767 Sterling Road is also planning to expand their operations with the building of new structures in the same area in the near future.

**Signage Addition** – Long-time LHC member Jean Watson had a sign fabricated (at her personal expense) and Jay Moody installed it near the historic site she maintains on Center Bridge Road. The sign displays a photo of the Great Elm Tree and a further explanation regarding it.

**Accessions: 2017:**

The LHC received donations from: Ann Stadherr Fuller, Anonymous, Leo Paquette and Joyce A. Phipps. A detailed description of these donations can be obtained at the LHC office.

## RECREATION COMMITTEE

Lancaster Recreation continues to grow in its efforts to support the recreational needs and wants of the town. From the beach and its offerings in the summer, to trail hikes and skating in the winter, Lancaster Recreation strives to include activities that appeal to a wide variety of residents.

This year we saw additional progress toward the revitalization of Nathaniel Thayer Memorial Park. The Master Plan was approved and we hope to be breaking ground on the playground in the summer of 2018. Once this phase is complete we will look to raise funds and forge ahead to subsequent phases.

During the winter season, Lancaster residents enjoyed the Town skating rink at Thayer Field. The rink is maintained through volunteers coordinated by Win Clark. The rink finally got some cooperation from Mother Nature this year with excellent skating conditions for many days through December, January and February. We hosted several skating events as well as a broom ball game or two with the Lancaster Pack 9 Cub Scouts. We invested in a new liner last year and it has helped tremendously in the maintenance of the ice! The rink will be back next year and we hope to see continued increases in use!



Halloween on the Green is sponsored by Lancaster Recreation and the event was again successful this year. We brought in live music by CrossTracks this year and they entertained us with a Zombie Hoedown on the Town Green. This has become a fun annual event and we look forward to seeing its continued growth in popularity!

Communication from the department has been improved with the creation of a Town of Lancaster Recreation Department webpage containing information on leagues, registrations, links to local trails, and more. Information is now shared with the community via the Town Recreation website, through the schools, the Sterling-Lancaster cable station, printed publications such as The Clinton Item and Sentinel-Enterprise and the Lancaster Recreation Facebook page, as well as with postings and events shared on other Lancaster community groups.

In 2017 Lancaster Recreation partnered with Lancaster Trails and Bikeway Coalition as well as the Town Forest Committee and Lancaster Land Trust to offer six walks/hikes as part of our "Trail Walk Series" as well as a very successful event that will become our Annual Lancaster Equipment Sale. Among these walks was the Full Moon Dexter Drumlin Walk & Winter Fun; Lancaster Post Harvest Town Forest Walk; Family Wachusett Dam and Reservoir Tour and Hike; Guided Bolton Connection Trail Walk and Ice Cream; Lancaster Town Forest Hike To Explore Parcel for Purchase; Cook Conservation Area Hike; and the 1st Annual Lancaster Equipment Sale/Swap.

Sports programs continued to be offered through Lancaster Recreation including boys and girls youth basketball, men's basketball, girls' softball and adult co-ed softball. Lancaster Recreation worked closely with boys' basketball coordinators John Crocker and Bill and Ann Duggan to host games at Mary Rowlandson and Luther Burbank schools as well as play in surrounding towns including Bolton, Harvard, Maynard and Stow from November to March. Men's basketball, run through Lancaster Recreation with Zachary Gilmore as the volunteer coordinator, played weekly from September to May at the Luther Burbank gym.

The Adult Co-ed Softball League continued under Lancaster Recreation with Chris Cornelius as the volunteer coordinator. Games were played 4 nights a week at Thayer Field from June through September.

Lancaster Recreation worked closely with Lancaster Little League and the Lancaster Challenger League to host their baseball games at Thayer and Mill Street fields. In addition to providing field space, Lancaster Recreation coordinated work between various volunteer groups and DPW to provide maintenance to the town fields. Through the combined efforts of all as well as assistance from the Worcester Sheriff's office, the fields underwent a general field clean up and weekly maintenance.

The Town Beach at Spec Pond continued to provide residents with a place to go to cool off during the summer. Swim lessons were again offered with Certified Water Safety Instructors. A Beach Volleyball league was also formed and played on Wednesday nights. Recreation has developed architectural

plans to update the beach house and water front area making it handicap accessible and will be seeking grants to begin work in the near future. We would like to thank Noreen Piazza for her guidance through this process.

2017 also saw the loss of two key members of the Recreation Committee. Chair Johnna Doyle resigned at the end of the year, due to her husband taking a new job in South Korea. Johnna was instrumental in the overall activities of Recreation for the past seven years, which included numerous improvements at the Town Beach, adopting the Coed softball league, leading many trail walks, and the hiring of a Recreation Director. We will miss her willingness to take on and complete projects, and her energy to do all the little things behind the scenes. We wish her and her husband Sean much success in their three year journey and look forward to their return!

We also mourned the loss of long time member Ted Manning, who passed away unexpectedly in August. Ted will be remembered for his wonderful wit, his knowledge of all things “Lancaster”, and carefully considering all suggestions and opinions of others, before offering his own unique perspectives.

Respectfully submitted,

Recreation Committee

Win Clark

Jeanne Blauner

Joe Kennedy, Treasurer

Katie O’Riorden, Secretary

David Carr

Ken Pagington

Mark Renczkowski

## OPEN SPACE AND RECREATION COMMITTEE

The Open Space and Recreation Committee role is to fulfill the mission *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.*

### **2017 Open Space and Recreation Plan**

The Open Space and Recreation Plan (OSRP) must be updated every seven years to be in compliance with the State's certification. 2017 is the year of expiration for the 2009 OSRP, and so the update to the plan was front and center this year for the Open Space and Recreation Committee (OSRC). Monthly meetings were held beginning in January 2017 in order to complete a first draft of the plan for preliminary approval. The Plan will provide the Town with an in-depth document that states our community open space and recreation goals, and identifies specific ways in which to meet these goals.

The 2017 Open Space and Recreation Plan update is a clear and in-depth blueprint that strives to centralize information from many sources into one reference document. It is intended to be used by Town decision makers and for our fundraising and volunteer recruitment efforts. This networking of people and resources will allow the Town of Lancaster to make significant progress on the following OSRP goals:

- Protect the Town's water supply; ensure the health of its ponds, streams, wetlands, and waterways.
- Conserve and protect our agricultural lands and farming viability.
- Protect our contiguous blocks of forestland.
- Enrich our recreational resources.
- Improve the connectivity of people and places in order to foster a sense of community.
- Improve town-wide communications.
- Protect and enrich our open space and animal and plant habitat.



- Develop sustainable human and financial resources to support the goals of the Open Space and Recreation Plan.
- Integrate growth and development to preserve Lancaster’s rural feel, scenic vista, historic character, and natural landscape.

The sections of the OSRP are as follows:

- Section 1 – Plan Summary, overview of community OSRP aspirations in general terms.
- Section 2 – Introduction, why the plan was written, description of planning process and public participation.
- Section 3 – Community Setting, gives a broad picture of our community and challenges we face.
- Section 4 – Environmental Inventory and Analysis, an in-depth inventory of Lancaster’s natural and cultural resources, augmented by a Natural Heritage and Endangered Species Program guidance letter to meet biodiversity goals.
- Section 5 – Inventory of Lands of Conservation and Recreation Interest, contains a listing by map and parcel of publicly owned land in Lancaster.
- Section 6 – Community Vision, overall vision of Open Space and Recreation goals.
- Section 7 – Analysis of Needs, summary of resource protection needs, community needs and management needs.
- Section 8 – Goals and Objectives, summary of goals and strategies to meet those goals.
- Section 9 – Seven-Year Action Plan, provides a year-by-year timetable for specific actions to accomplish our goals and identifies responsible parties.
- Sections 10, 11, Appendices – Includes public comment letters, references, an extended version of Section 4, a letter from the Lancaster Commission on Disability on the American with Disabilities Act (ADA) compliance report , a Natural Heritage and Endangered Species Program guidance letter, an Open Space and Recreation Survey tally, the Public Forum summary, and all requisite maps.

In preparing this plan update, the OSRP Committee received considerable public input. Committee members disseminated an Open Space and Recreation Survey in March and April 2017, and also held a Public Forum in March 2017. Public meetings of the Open Space and Recreation Committee were held every month from January 2017 through July 2017 to prepare for the plan update. Committee members also routinely attended other Town board and committee meetings to gain their feedback.

## **Parcel Protection**

The Open Space and Recreation Committee also continued to advocate and advise on parcels of interest for land protection. The OSRC continued work with the Conservation Commission and Town Forest Committee to assess the conservation value of all privately and publicly owned properties in the Town of Lancaster that are not currently protected from development under the provisions of Article 97 of the Massachusetts State Constitution. Public land is protected under Article 97 if it is under the care and control of the Conservation Commission or a land conservation agency of the Commonwealth of Massachusetts, such as the Department of Conservation and Recreation (DCR) or Department of Fish & Game (DFG). Privately owned land receives Article 97 protection when it is placed under a Conservation Restriction held by the Conservation Commission, a State agency such as DCR or DFG, or a non-profit land trust.

The collaboration by the OSRC, Conservation Commission and Town Forest Committee to assess the conservation value for all currently unprotected privately and publicly owned properties resulted in the creation of a comprehensive Parcel Protection List to use as a guide in prioritizing land protection efforts. In particular, very high importance has been given to the expansion of the existing conservation areas in the Town, most notably the Cook Conservation Area and the Lancaster Town Forest.

In January, the Commission gratefully accepted Bruce Warila's generous gift of three parcels of land on Winsor Road consisting of 7.5-acre, 1-acre, and half-acre parcels (37-32I, 37-32D, and 37-32H, respectively.) The 7.5-acre parcel abuts the 49.5-acre Parker Family Forest owned by the New England Forestry Foundation, extending the Family Forest's existing trail network. The 1-acre parcel abuts the site, also Conservation Commission land, of the Mary Rowlandson Rock, a well-known Massachusetts and New England historical landmark and popular tourist attraction in Lancaster. Public accessibility to the Rowlandson Rock is greatly improved by Mr. Warila's gift.

At the 2017 Annual Town Meeting in May, voters approved the purchase of 26.8 acres of undeveloped land (Parcel 29-22) adjacent to the Lancaster Town Forest, to be under the Commission's control and management as permanently protected conservation land. The acquisition was contingent on the award of a Land Acquisitions for Natural Diversity (LAND), Grant from the

Commonwealth of Massachusetts, and in December the Town was informed that it had been awarded the LAND Grant, which will fund two-thirds (66%) of the purchase price of the property and related acquisition costs. The Town is expected to take ownership of the property in mid-March 2018.

The Lancaster Town Forest was further expanded at the 2017 Annual Town Meeting through approval of the transfer to the Commission's control of 20.6 acres of existing Town-owned land adjacent to the Town Forest (Parcels 33-82 and 33-82A.)

Also at the Annual Town Meeting, Parcels 14-18 and 18-65 were transferred to the Commission's control and management, expanding the Cook Conservation Area by 24 acres.

### **What's New for 2018**

Some of the OSRC upcoming activities in 2018 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 Open Space and Recreation Committee meets on the fourth Wednesday every quarter at 4:00 PM at the Prescott Building. Everyone is welcome to join the Committee 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 978-365-3326 x1311 or at [npiazza@lancasterma.net](mailto:npiazza@lancasterma.net). For more information on open space issues in Lancaster, please visit us on the town's web site at [www.ci.lancaster.ma.us](http://www.ci.lancaster.ma.us).

Respectfully submitted,

**Noreen Piazza, Staff Liaison**

## LANCASTER TRAIL AND BIKE WAY COALITION

The Lancaster Trail & Bike Way Coalition (LTBC) was formed in 2013 with the mission of enriching the lives of residents by advancing the development, and ensuring the maintenance, of a diverse system of trails and bike ways, all in a manner that protects the ecologically-sensitive environment.

### Our Goals and Core Values

The LTBC seeks trails and bike ways that promote:

- *Accessibility* – an infrastructure of trails and bike ways that are a part of everyday life and accessible to all people of varying abilities, ages and backgrounds
- *Healthy Lifestyles* – improved fitness, health and well-being for all people through trails and bike ways that offer opportunities for physical activity, recreation, rejuvenation and preventative health care
- *Economic Vitality* – a trail system that contributes to the financial strength and attractiveness of the community by enhancing business opportunities, tourism and property values
- *Sustainable Development* – a trail system that offers alternative transportation opportunities, contributes to the health and vitality of the community, and connects people to nature
- *Best Practices* – innovative, sustainable, and technically sound guidelines that are understood and applied by decision makers in the planning, design, development and construction of high-quality trail systems
- *Experiences in the Outdoors* – responsible and enjoyable opportunities that are afforded to all trail users and enthusiasts
- *Appreciation for the Outdoors* – inspiring trail experiences that cultivate an appreciation for our natural and cultural heritage
- *Learning in the Outdoors* – formal and informal educational and interpretive opportunities that promote understanding of our sense of place
- *Connectivity* – trail systems that link natural and cultural resources within the Town and with surrounding communities

This dedicated group of trail and bike path enthusiasts has developed a town-wide vision and implementation plan for recreational trails and bike paths throughout Lancaster, and to connect these trails and paths in with other community's trail and path systems.

### Our Charter

The following is the adopted charter for the Coalition:

- Assemble team to study and plan for trail and bike path systems throughout Lancaster and in the Region.
- Work with the Montachusett Regional Trails Coalition to connect Lancaster's trails and bike paths with other community's trails/paths.
- Work to connect Lancaster's trails and bike paths with open space parcels, conservation areas, recreational areas and wildlife corridors.
- Develop a trails/bike path inventory and update the Lancaster Trails map accordingly.
- Plan for new trails and bike paths and determine methods and funding sources for their creation and maintenance.
- Promote the Lancaster trails and bike path systems throughout the community and region.

In its fifth year, the LTBC has accomplished the following:

- Continued to identify all open space parcels, conservation areas, recreational areas, water bodies, wildlife corridors, cultural sites, historical sites, and other points of interest.
- Continued to establish connection routes between existing trails and these points of interest.
- Continued to establish connection routes between Lancaster trails/bike ways and surrounding town's networks.
- Continued to develop and promote trail-related events.
- Continued to develop useful trail information, such as local and regional trail maps, a trail guide, a trail newsletter, and updates to our web page and Facebook page.
- Developed a Complete Streets Policy and a Prioritization Plan to determine the best streets for bike and pedestrian movement, and to recommend street improvements for these routes.
- Introduced an Adopt-A-Trail program where volunteers can adopt a trail system to maintain.

### Come Join Us!

We meet periodically as posted on the Town's web site. If interested in joining, contact Noreen Piazza at [npiazza@lanasterma.net](mailto:npiazza@lanasterma.net) or call 978-365-3326 x1311. Also check out our web page at [www.ci.lanaster.ma.us](http://www.ci.lanaster.ma.us) and like us on Facebook.

*Happy Trails!*

Respectfully submitted,

Noreen Piazza, LTBC Member

## TOWN FOREST COMMITTEE

The Lancaster Town Forest enjoyed a year of regrowth, protection and expansion in 2017. With the phase 1 harvest completed in late 2016, the forest began to recover and regrow as seedlings and saplings took advantage of the new openings and sunlight. Some areas of the forest saw especially vigorous regeneration, and the warm fall weather allowed for fresh blueberries to be picked as late as November. We are finalizing an updated trail map and are evaluating the best way to improve walkability on the West parcel where stones were dropped to stabilize the road for logging.

The Town Forest Committee hosted a series of post-harvest walks to better explain the harvest and the benefits that we hope to see from it. About twenty people showed up and brought good questions and comments. In June, the forest welcomed a hike for a proposed Thoreau Trail from Concord to the top of Mt. Wachusett. Hikers were able to compare the recent harvests in the Thayer Forest and Town Forest and enjoy an evening concert in the Bulfinch Church. In the Fall, the committee hosted a field trip group from the Massachusetts Trail Conference in Leominster. The tour was led by Chris Pryor from New England Forestry Foundation, Noreen Piazza from the Lancaster Trails Committee, forester, Kevin Scherer, and Tim Castner from the Town Forest Committee. Participants were able to view and compare the harvested areas and learn about different harvest objectives and techniques.

At the May town meeting, the town voted to formally transfer ownership of the “Hawkins Parcels” 33-82 and 33-82a to the Conservation Commission so that they will be permanently protected under article 97 of Massachusetts General Laws. At the October town meeting, the town approved the town’s portion of the purchase of parcel 29-22, a 27-acre parcel that abuts the town forest. In December, we learned that we got a state LAND grant to pay the rest of the purchase price. We anticipate closing on the property in March, and it will be added to the permanently protected portion of the Town Forest. We would like to thank the Conservation Commission, the Finance Committee and the Select Board for their support during this process.

The Town Forest Committee also began partnering with the new Snowriders of the Nashaway snowmobile club. We helped to identify town forest trails that would be most appropriate for snowmobiling. We look forward to continuing to partner with the club on development of trails, maintenance, and other projects.

Finally, the forest Facebook page, <https://www.facebook.com/lancasterbloodforest>, continues to be liked by area residents. It provides updates on the harvest and other activities. As



always, the public is welcome to explore the town forest and enjoy the opportunity to hike, bird watch, hunt, or just have a picnic and enjoy nature.



Kevin Scherer presenting during the field trip for the Massachusetts Trails Conference. and the group listening in one of the clearings.





## MEMORIAL DAY



### Memorial Day Observances

Lancaster, MA

May 29, 2017



### **In Memory of Veterans who passed in 2016**

Eugene C. Christoph - Jan. 6, 2016  
Kenneth Anderson Lee – Feb. 5, 2016  
Ronald H. Cavanaugh, SR. – Mar. 31, 2016  
Herman J. Catalucci – Apr. 15, 2016  
Hervey D. Lafond, JR. – Jun. 7, 2016  
Leonard J. Kelley – Jul. 29, 2016  
Sonny M. Lee – Dec. 12, 2016  
John Peter Sonia – Dec. 20, 2016



And in honor of Memorial Day Committee Members



## MEMORIAL DAY

Monday, May 29, 2017 - 9:00 a.m.  
The Town Green, Lancaster, Massachusetts

Parade Marshal.....	William W. Bartlett
Master of Ceremonies .....	Henry Richter
Commander, Everett Minigan American Legion Post 96	
Invocation.....	Rev. Timothy Andrews
Pledge of Allegiance to the Flag .....	Hannah Smillie
"You're a Grand Old Flag" .....	Audience & LBMS Band
General Logan's Orders .....	Sada Libby-Grantham
"Fighting Falcon March" .....	LBMS Band
Lincoln's Gettysburg Address .....	Brendan Quinn
Memorial Address .....	Reino Tervo
Call for Wreath Bearers .....	Henry Richter
Call for Heritage Group.....	Henry Richter
Decoration of War Memorials.....	Veterans
"Nearer My God To Thee"	NRHS Band
"The Star Spangled Banner" .....	NRHS Band
Three Rifle Volley .....	Post 96 Firing Squad
"Taps" .....	LBMS Band
Benediction .....	Rev. Timothy Andrews

Taps played by William Nash and Theodore Stanton

The parade proceeds to the North Cemetery led by the American Legion. Music provided by Nashoba High School Band, directed by Joseph McCarthy, and Luther Burbank Middle School Band, directed by Amy Belhumeur.

### At North Cemetery

Heritage Group places flowers and wreaths on graves.

Taps played by Sarah McGregor, James Moffat and Nick Nastasi

The parade proceeds back to the Town Green

"The Star Spangled Banner" ..... NRHS Band

*The Memorial Day Committee invites you to enjoy ice cream on the town green. The ice cream is served by members of the First Church of Christ. The church also*

The committee wishes to thank the audience and all who participated in making this day a solemn and memorable Memorial Day as we honor and pay tribute to the men and women 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 whom we will never forget.

### **Memorial Day Committee Members**

*Carol Sonia Chair*

*Alexandra Turner Co-Chair*

*Ann Fuller*

*Jen Lapen*

*Henry Paszko*

*Donna Sanginario, Aide*

*Karen Shaw*

*Susan Thompson*

*Deb Ducharme , Aide*

*Jean MacAloney, Aide*





**Annette Morris**

**July 30, 1917 – August 16, 2016**

Annette was one of the fifth generation born in the family home in the North Village on Otis St. in Lancaster. Daughter of William and Minnie E. (Mullen) Hamilton, she attended Lancaster schools and was a graduate of Leominster High School. In 1941, she received her Bachelor's Degree from American International College, Springfield, MA.

She was a life member the Girl Scouts of the USA. In 2013, she was recognized for her status as the person who has been a member the longest in the Girl Scouts of the Central and Western MA. Many years ago on Memorial Day, all Lancaster school children brought flowers, wreaths or flags to the cemetery to decorate the graves of veterans. In keeping with that tradition, Annette initiated the Heritage Group which marches every year. Annette served on the Memorial Day Committee for 24 years.

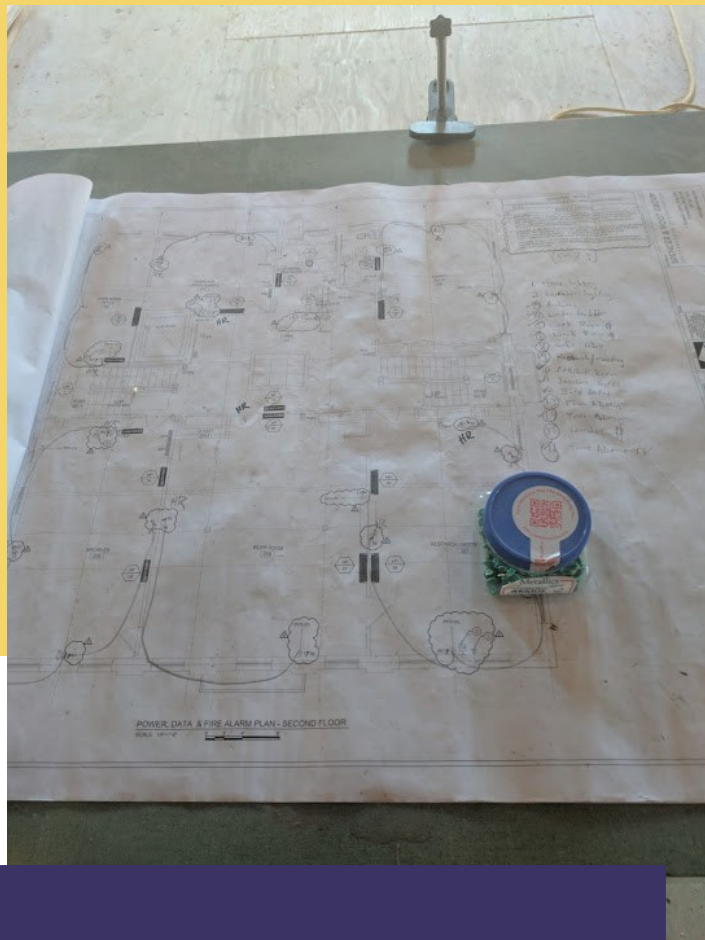
**Mary Paquette**

**September 17, 1926 – July 20, 2016**

Mary was born and raised in Lancaster, daughter of William and Nellie (O'Malley) Dymont. A graduate of Lancaster High School, Class of 1944, she was employed by the former Colonial Press of Clinton as a secretary and assistant credit manager for nearly 30 years.

Mary proudly, and with great enthusiasm, served on the Memorial Day Committee. Every year Mary looked forward to going to the Town Forest to pick the laurel which was used to make the wreaths. The committee was always grateful that her husband Leo came and picked with us as well. In addition, Mary and Leo would go to the town cemeteries to place the flags at graves of the Revolutionary War soldiers. Mary served on the Memorial Day Committee for 38 years.





EDUCATION

## **NASHOBA REGIONAL SCHOOL DISTRICT**

To: NASHOBA Regional School District Parents, Students, and Community Members

The annual report presents an opportunity to reflect on our ongoing work as a school district, celebrate our accomplishments and plan for the future. Our current student population is 3396 served in our three communities of Bolton, Stow, and Lancaster.

The 2016-2017 school year was a year for reflection, realignment, and review. It was an opportunity to recognize strengths and accomplishments, and to investigate areas requiring review. We reflected on what was working well within the district and we mapped corrective action plans and new pathways in areas that required change.

Our schools continue to be full of exciting academic learning adventures, extra-curricular and club events, fine arts performances, and athletic games, tournaments and championships. Our students are continuously exposed to opportunities for growth in a district that is rich with authentic learning at every level.

We work in partnership with our School Committee members as representatives and leaders of our communities. They continue to offer guidance and support as the district moves forward. Last year they focused on the creation of relevant goals in support of our NRSD District Improvement Plan. They also established School Committee Operating Protocols and began the intensive work of creating a School Committee Manual.

We value our district relationships with our three communities and municipal leadership teams. Regular meetings continue to occur at various levels throughout the three towns involving school district personnel and municipal representatives.

Thank you for your ongoing support of our school district. We take great pride in our work, students, and communities.

### **Mary Rowlandson Elementary School**

The staff of MRE continues to work diligently to provide our students with the best possible education by researching and implementing instructional best practices. In English Language Arts, we continue to work with the consultants from Teachers for Teachers through ongoing embedded professional development as part of a district-wide initiative to develop high quality, data-driven reading and writing instruction. In addition, we have adjusted the MRE master schedule to create dedicated time for our literacy specialists to spend one hour every day in grade K-2 classrooms to provide targeted, small-group, reading interventions for students with the greatest need. Similarly, in an effort to build on last year's professional learning in math, our math specialist, Nancy Weber, has begun an initiative to increase the level of mathematical thinking among MRE students through a variety of methods including the implementation of a school-wide math problem of the week, a math enrichment group, and her facilitation of a faculty book study with Becoming the Math Teacher You Wish You'd Had by Tracy Johnston Zager.

Enrichment opportunities are an important part of educating the whole child. The school's band program continues to grow and demonstrate success. The after-school Jazz band program currently has 20 student musicians and the fifth grade band recently earned its third consecutive gold medal at the Great East Music Festival. In an effort to promote healthy choices and support learning through structured physical activity, we are offering the Build Our Kids Success (BOKS) program for the fifth

year in a row. Additionally, we are offering a variety of other enrichment activities, staffed entirely by parent and faculty volunteers. These include hands-on science, crochet, introduction to computer programming with Scratch, explorations in math, painting, and Lego movie-making.

Parent involvement continues to be a key component of our school's success. We are fortunate to have a high level of parent volunteerism that includes, not only the facilitation of enrichment groups as mentioned above, but also strategic classroom support, chaperoning of field trips, and coordination of special events. The Mary Rowlandson PTO is a critical partner in this endeavor and provides many wonderful opportunities for the students through a variety of Cultural Enrichment programs. These programs support the curriculum and help to expose students to a multitude of learning opportunities that extend beyond the classroom. These special programs help make Mary Rowlandson Elementary School not only a place to acquire academic knowledge and skills but also a place to learn about friendship, the importance of community, and the relationship between academics and real-world activities. Sponsored events like the Whalemobile, Birds of Prey, Myth Masters, and the annual Lip Sync show are a just a few of the educational and fun activities provided by the PTO and parent support.

In an effort to raise awareness of and meet the needs of our students' social and emotional wellbeing we have explored the ideas of growth mindset and mindfulness practices, and how these can be applied in a practical way, on a regular basis, in the classroom. To that end, the staff of MRE has engaged in ongoing learning about brain plasticity and how the messages we send to students greatly affect how they see themselves. We are working to teach students that smart is not something that you have but rather smart is something that you can get, that it's attainable through hard work and effective effort, and that it can be attained by anyone.

With the continued success of the students at the Mary Rowlandson Elementary School, new families are moving in to be a part of its strong community. Over the past four years our student population has increased by an average of 21 students each year. This is a trend we expect to continue for the foreseeable future as Lancaster continues to grow and develop and as the reputation of MRE continues to attract more families looking for a high quality education in an environment that values the talents and uniqueness of each child.

### **Luther Burbank Middle School**

2017 was a successful year for the Luther Burbank Middle School. We are tremendously proud of the accomplishments of our staff and students. We are also deeply grateful for the support we so steadily receive and know that our school's success is a direct result of our strong and committed Lancaster community.

Academic achievement by our students was demonstrated with strong performance on last year's state-wide MCAS assessment. Last spring marked the first year of administration of the next generation assessment, which brought more rigorous and complex questions and question types as well as new scoring categories. Nonetheless, our Luther Burbank students performed well. School achievement percentiles (1-99) compare each group's average scaled score to the average scaled scores of the same group from all public schools across the state. Our school achievement percentile was impressive with 95% for mathematics and 91% for English language arts. As a school, we are very proud of these results. We are also fully committed to continual growth and achievement for all of our students and look forward to continued growth in the year ahead.

During 2017, we introduced two new programs in order to support our school's collective mission "to build wisdom, knowledge, respect, responsibility, and compassion by engaging the head, hands, and heart of each one of our students." We have a newly enhanced technology class, Innovation Lab (i-Lab). This class has been hugely popular with our students, not to mention beneficial in teaching them important and innovative technology-related skills. We also added an advisory program for all students in grades 6-8. The implementation of advisory for us at the middle level has marked an important step in meeting the rapidly developing social and emotional needs of our adolescent students. Feedback from teachers and students on advisory has also been positive, proving advisory is working to strengthen our already strong and positive school climate.

Also contributing a positive note to our school climate was the addition of a new recognition campaign to acknowledge students' hard work and effort across multiple domains throughout the year. This new recognition campaign took the form of three new initiatives: an honor roll breakfast each trimester, the development of a Luther Burbank award given to identified students who exemplify the qualities outlined in Luther Burbank's message to school children; and the distribution of "on the spot" good job awards in the form of Lancer temporary tattoos given to any student observed demonstrating our LBMS mission in real time.

Finally, our extracurricular programming has continued to expand as we work to embrace our school's mission and journey together as an inclusive community. To this end, we have added a Green Team, Gender and Sexualities Alliance, video production "company", LBTV, and Game Club to our offerings. These offerings have complemented our current enrichment program and have provided additional opportunities for our students to celebrate their uniqueness and explore their individual talents and interests.

### **Nashoba Regional High School**

2017 was another year marked by student achievement made possible by community support and diverse opportunities at the school. The high school offers a variety of electives in addition to a strong, core academic program, including video production, computer programming and various music offerings. 17 Advanced Placement (AP) courses were offered at the high school in 2017. 30 % of Nashoba students took an AP class last year. When these students started elementary school, that number was 18 %. Also, 67% of those who took an AP class scored a 3 or higher on at least one AP exam. When these students started elementary school, 45% scored a 3 or higher on an AP exam. This growth is evidence that when our students are encouraged to accept challenges, they rise to the occasion.

Extra-curricular activities play a large role in any well-rounded education. Our DECA program had another strong year as 143 students took part last year. 88 qualified for the State competition and 5 qualified for Internationals. In addition, the program partnered with our Best Buddies chapter to provide opportunities for students in our Transitions Program. "Kiss Me Kate," the spring musical, featured a cast of over 40 students. In November the English comedy "Noises Off" was given a spirited production. This fall the Extra-curricular Fair highlighted our clubs and extra-curricular activities that make student life vibrant at Nashoba. Among these clubs are Robotics, The Chieftain Press, The Mural Club, the Interact Club and The Weightlifting Club.

The school's culture is informed by considerable pride and spirit on the part of students and staff. This fall, the Class of 2021 was welcomed to the school by staff and upperclassmen as part of our annual New Chieftains Day. Also, this year's Fall Pep Rally was held in conjunction with a Community Bonfire at the Fairgrounds prior to The Thanksgiving Holiday. Approximately, 600 people attended and the high school received generous support from the three towns and local businesses.

## **Athletics**



2017 NRHS Football Team

Division 4 Central Mass Champions

Photo by Tania Rich

Nashoba's sports teams saw another amazing year! Participation increased with over 550 student-athletes participating across fifty total teams. Some highlights include our boys' basketball team winning the Division 2 Central Mass Championship for the first time in forty years and becoming MIAA state finalists. Lucas Cordio won the Division 2 state title at his weight class in wrestling. The success continued into the spring as the girls' tennis team won the Division 1 Central Mass Championship for the

second consecutive year, and the baseball team became district finalists. The fall of 2017 was another successful season for the Chieftains. The field hockey team was named district finalists. However, the fall season was highlighted by the football team's league championship, Central Mass District championship, MIAA state finalists, and a trip to Gillette Stadium!

Overall, Nashoba's sports teams had a great year! Over ninety percent of our varsity teams qualified for post-season playoffs, won seven league titles, three sportsmanship awards, three district championships, two district finalists, and two state finalists. We have maintained a competitive athletic program, and school spirit is continuing to grow.

## **CENTRAL OFFICE DEPARTMENT REPORTS**

### **Science Technology Engineering and Math (STEM)**

2017 was a year of progress for curriculum and assessment at Nashoba. Now that we are more than a year out from implementing our new K-5 math program, enVisionmath, we see increased mathematical discourse and productive struggle present in our elementary math classes. Teachers' focus on problem-based learning along with our district's focus on technological readiness contributed to our overall strong performance on the 2017 statewide assessment. We hope to continue building on this success in the coming year. This year, all K-5 teachers are embarking on a multi-year literacy professional development effort, which will result in districtwide, integrated literacy units that support consistent routines in learning through a small group workshop model. This effort is led by the Elementary Literacy Leadership Committee (ELLC), which is comprised of teachers, specialists, administrators and instructional assistants.

At the middle school level, science and engineering teachers have been focused on collaboratively developing units that support the updated Massachusetts Science, Technology and Engineering frameworks. This work has resulted in units that support deep, connected learning in science and engineering and allow students to experience the work of scientists and engineers through their focus on eight science and engineering practices. High school teachers have been focusing on integrating technology, projects and computer science into STEM courses. Recent professional development time has enabled high school teachers to explore enhancements to Google Classroom, incorporate current physics problems in math class, participate in the Hour of Code and visit Olin College of Engineering to learn more about authentic problem/project-based learning.

## **Health and Wellness**

Nashoba's health and wellness team has been busy with annual programs and new initiatives, including performing annual mandated screenings, administering suicide prevention, mental health awareness, substance use prevention education and stress reduction programming in the school community, as well as teaching CPR to HS students and district staff. The district's Emergency Response Task Force (a committee consisting of local public safety officials, school personnel, parents and students) reviewed and revised the district's Crisis and Emergency Response Plan Manual (flip chart). The members added protocols for situation that were needed including mental/behavioral health protocols.

The NRSD School Health Advisory held a community Wellness Expo in May with 25+ exhibitors from the community and district. Demonstrations and exhibits by experts on a wide variety of health and wellness topics were offered. Demonstrations of Hands-only CPR, AED use and choking relief by our NRHS EMT cadets. Presenters on teaching yoga, Zumba, jump roping and other fitness activities that families can enjoy together. Local nurses, fire, police and EMS personnel exhibits car seat, home medication, fire and sun safety programs. Many interactive activities on nutrition, diabetes, disaster planning, tick-borne illness avoidance, substance abuse prevention, mental health resources, head injury prevention and mindfulness, just to name a few.

The NRHS Substance Abuse Awareness Task Force is working to provide targeted education and programming to reduce the incidence of alcohol and drug use by our students. The district received a \$10,000 anonymous donation from a community member. An evening performance of the Improbable Players and a showing of the film "If Only" with panel discussion was offered in May with positive turnout.

## **Technology**

The one to one Chromebook program is now in its third year at Nashoba. This year students in grades 8 through 10 have anywhere / anytime access to academic resources and tools that help them to take ownership of their learning. Teachers of these students have reported the many benefits of instruction when their students have consistent and equitable access to technology. Benefits most often noted are flexibility of instruction, a variety of modalities to address varied learning styles, access to primary resources and improved methods for formative assessment. Student surveys continue to demonstrate that having a personal mobile device enhances the ability to learn at your own pace, learn difficult concepts more easily, access information both in and outside of school, and collaborate with classmates. Grades K-2 are using their classroom iPads (5 minis in each class) to supplement math and literacy concepts at the discretion of the teacher and dependent upon the learning needs of the individual student. Grades 3-7 have access to Chromebooks, which are being used to enhance instruction in every subject. New this year are online math benchmark assessments in grades 3-5 that simulate next generation assessments and provide teachers with clear analytical data that informs instruction. Two additional grade levels will be taking the State's next generation assessments (MCAS 2.0) this year. Added to last year's grades 4 and 8 are grades 5 and 7 with a small pilot in grade 10. Last year's administration with Chromebooks went smoothly and they will be used again this year.

The increase in technology usage in the district demands a robust infrastructure that will allow for quick easy access to online programs and tools. To ensure that our students and teachers are able to easily access online educational resources and next generation assessments anywhere in the buildings, the Technology Department has once again updated and added to the wireless



components in each building over the summer months. With increasing concerns world-wide on cyber-security we have started a Cyber Security Awareness Campaign in the district. The goal is to empower all staff and students to be safer and more secure online.

Our online student data information system, PowerSchool is about to be enhanced with online registration. This is good news for everyone as the new online registration process will add a level of convenience in the registration process for parents while giving school administrators tools to manage data and communicate with families.

### **Extended Learning Program**



Keegan Carey, Ben Morse use teamwork to build the ultimate snowman!

Photo by Laura Dwver

The Nashoba Regional School District Extended Learning Program continues to be a vital part of the Stow, Bolton and Lancaster communities. The program offers families a safe, enriching, positive environment that is overflowing with a variety of engaging age appropriate opportunities.

The Extended Learning Program continues to evolve to meet the increasing needs of its families and participants. The Center School Extended Learning Program is now specifically designed for participants in grades K - 3. All activities and opportunities are tailored to meet this age groups emotional, social, physical and creative needs. The 4th and 5th grade participants have their own program called H.A.L.F. Time (Hale, After School, Learning and Fun

Time). This program resides in the Hale Middle School Home Economics Room and also has access to the beautiful Hale library, gym and Spanish Room for additional space. Several of the opportunities that the H.A.L.F. Time students enjoy are Theater/Improv classes, Mock Trial, Sewing Extravaganza, Science/Engineering classes, Project Citizen and new for the winter session we will be offering introductory guitar lessons. These activities focus on providing skills that will help develop confidence, social awareness and creativity.

Parents requested more science, theater and music offerings in our 2016 - 2017 parent survey and this prompted us to add several new science opportunities to our enrichment repertoire. These opportunities include STEM IS FUN, Science Madness, and Energy, Forces, Flight and Robots. Additionally, we have added Theater and Improv classes and expanded our music opportunities. ImagArena is a new spectacular, creativity adventure that will be introduced as part of our winter enrichment session. We will continue to offer Tennis, Archery and Chess Wizards. The amazing and ever so talented Extended Learning staff continues to offer a variety of exciting activities such as sewing, bird watching, recreational games, arts and crafts, sledding, nature walks, music, Destination Imagination, Coin Club, Computer Club, Stuffy Literature Club and structured homework time.

We have established several rewarding community collaborations these include the Lancaster Community Center, Bolton Library, and the Stow Council on Aging. We will continue to offer our spring morning Bike and Scooter Safety Class in conjunction with Ray Pfau and his group of expert bicycle enthusiasts. Finally, we have a new payment system MySchoolBucks.com which is also utilized by the School Nutrition Program that will help unify the billing experience.

The Extended Learning Program umbrella's encompasses the Before School Program, the February and April Enrichment Academies and the June Invention Camp. Visit our website for information on these exciting programs. We can also be found TWEETING on Twitter!

Nashoba Regional High School

Class of 2017

Caitlin Steede Vasington \*\* § President ~ Margaret Rose Haberle \*\*\* § Vice President

Max Douglas Sharin \*\* § Secretary ~ Margaret Elizabeth Coppes \* § Treasurer

Madeline Olivia Claire Abendroth  
Catherine Victoria Abrams  
Madison Jean Afonso  
Dean George Anastas  
Anna Aloupis Armstrong \* §  
Kylie Joann Arvidson \* §  
Shannon Kacey Arvidson \*\* §  
Jacob Robert Astapoveh  
Jonathan Walter Aube \*\*  
Juliana Sonia Babu \*\*\* §  
Adira Tova Yermish Balzac \*\*\*  
Sean Robert Bannon  
Gabriel DE Souza Barbosa  
Rachel Kathryn Barlow  
Esther Elizabeth Bazile  
Cecilia Rose Beaudoin §  
Jarred Michael Beauregard  
Alice Olivia Bennett  
Christopher Richard Benschneider  
Michaela Lin Bettez \*\*\* §  
Isaac Jonathan Bleecker \*\*\* §  
Michael Edward Bolton III  
Sophia Dryankova Bond  
David Arthur Boots  
Timothy James Borgilt  
Noelle Christine Bouvier \* §  
Kevin Riley Boye  
Jordan Renee Bricknell \*\*\* §  
Erin Murphy Brooks \* §  
Melissa Anne Buck §  
Nicole Elizabeth Burns \*\* §  
Afton Jacey Burrell \*\*  
Meghan Maureen Bussiere  
Matthew Buttiglieri §  
Johnathan Richard Campana \* §  
Seth Michael-Anthony Campo  
Ellen Elizabeth Carlin \*  
Katherine Anne Carpenter  
Meghan Sarah Carroll  
Keagan Maeve Castles \* §  
Jonathan Josue Chapin

William David Chapman  
Sarah Elizabeth Chase  
Katharina Elise Christoph \*\*  
Mitchell Kessler Clopeck  
Kyle Robert Cloutier \*\*\*  
Taylor Ann Colvin  
Patrick James Connor  
Robert Steele Connor \*\* §  
Thomas Jeffrey Consalvo  
Ashley Jeanne Cormier \*\*\*  
Kevin Matthew Cote §  
Helen Gardner Crosby \*\* §  
Rebecca Caroline Cross  
Catherine Anne Crowley \* §  
William James Cruikshank \*  
Courtney Lee Culkins \*\* §  
Danielle Doran Cunniffe  
Matthew James Cunningham  
Meredith Jane Curran \* §  
Caitlyn Jean Curtis \*\* §  
Kristiana Marcelle Cushing \*\*  
Evan Dewit Daisy \*\*\* §  
Luke Joseph Danby  
Lance Edward Davidson-Benoit  
Elise Marie Davis \*\*  
Toni Anne Day \*\* §  
Robert Charles Denaro  
Kirsten Leigh Diefenbach \*\*  
Michael Thomas DiLorenzo  
Theresa Coleman Don §  
Keenan Patrick Doyle \* §  
Sarah Savage Duhaime \* §  
Grant Joseph Edwards  
Olivia Adele Ek  
James Iyoda Ervin \*\*\* §  
Kathryn Alise Everton \* §  
Ryan Christopher Fanger  
Michelle Marie Farnsworth (In Memory Of)  
Peter Kenneth Farrell  
Mary Paige Farren \*\* §  
Anne Belgrave Farris \*  
Owen Scott Fay

Jacob Mullin Fire  
 Andrew Emerson Fish  
 Daniel Hubert Fitzgerald  
 Alexander Thomas Fox  
 Dana Allison Freedman \* §  
 John James Gaffney  
 Jessica Rose Gavin \*\* §  
 Stephen Gerardo Gesualdi  
 Andrew Michael Gillis  
 Ryan Patrick Gillooly  
 Benjamin Daniel Glover  
 Efrain Dragon Gonzalez \*  
 Makaisha Marie Rose Gonzalez  
 Haley Elizabeth Goulding \* §  
 Paige Elizabeth Gouveia  
 Evan William Gradeski \*  
 Alexandra Olivia Grasso \* §  
 Sarah Marjorie Griffin \* §  
 Maria Beatrice Guerin \* §  
 Margaret Ellen Hagopian \*\* §  
 Heather Ann Hall  
 Kylie Christine Hamerski  
 Casey May Hannigan \*\*  
 Claire Eleanor Hannigan  
 Paige Ashley Harding  
 Jessica Raeanne Harmon  
 Jacquelyn Elizabeth Harnett \* §  
 Andrew John Henderson \*  
 Joseph Patrick Hershberger §  
 Gina Marie Hinckley  
 Hannah Batya Honig §  
 Katie Anne Hopta  
 Owen Lukas Hunter  
 Alexander Carl Jacobs \*\*  
 Connor Bryan Jesson  
 Sarah Noelle Johnson §  
 Rebecca Alice Johnston \*\*\* §  
 Nicholas Joseph Jones \*\*\* §  
 Rebecca Ruth Kallio  
 Daniel Paul Kane \*  
 Gregory Robert Kane  
 Lauren Elizabeth Kane  
 Kyle Richard Kapopoulos  
 Margaret Lillian Keiley  
 Samuel James Keith \*  
 Cameron Richard Kendall Ç  
 Daniel George Kerble  
 Grace Ann Kiernan

Alexis Kay King \*\*  
 Alexander Paul Kischitz  
 Christopher James Kline \*\* §  
 Jessica Annalie Kouvo \*\* §  
 Dakota Michael Labossiere  
 Jenna Rose Lahey \*\* §  
 Jacob Scott Landry  
 Garren Clark LaPlante  
 Anneke Rose LaPosta \*\*\* §  
 Emily Lynn Laskey \*\*\* §  
 Olivia Corinne Lauer §  
 Amy Elizabeth Lavoie  
 Anthony Roque Lazo  
 Eric Daniel Leclair  
 Matthew Joseph Legere  
 Jonah John Lemieux \*  
 Mariel Andraya MacAskill §  
 Andrew Peter MacDonald  
 Heather Denise MacDonald  
 Nicholas Jacob Machado \*  
 Lindsay Belle MacIntyre  
 Shayne Patrick MacKenna  
 Abigail Carney MacKillop  
 Evan Michael MacKillop  
 John Allan MacLean  
 Isaac Samuel Macrae \*\*\*  
 Samantha Lauren Maglione \*  
 Garrett Daniel Magnussen \* §  
 Kara Ann Mannion \* §  
 Kathryn Elizabeth Mansfield  
 Leesa Marie Mansfield  
 Nathaniel Michael Mansour  
 John David Mantus \*  
 Trevor John Manyak  
 Lea Marie Markham \*  
 James Patrick Evans McCaffrey §  
 Caleb Tyler McClure  
 Brynne Augusta McConnell \*  
 Connor Daniel McLeod  
 Erin Lindsey McNemar  
 Nicholas Dean Mellis §  
 Gustaf Howard Michaelsen \*\*\* §  
 Christian William Milioto  
 George Elsworth Miller  
 Christina Rose Milne  
 Ethan Lawrence Missaggia  
 Samuel Metzger Mitchell \*\* §  
 Anna Kresl Moffat

James Emerson Moffat  
 David Estuardo Morales  
 Nicholas Raymond Nastasi  
 Edmund Russell O'Connor  
 Jack Andrew O'Connor  
 Gabrielle Alexis O'Halloran  
 Michael Joseph O'Neil  
 Catherine Alessandra Pappas \* §  
 Andrew James Pasquale  
 Cheyleen Ashley Payson  
 Catherine Olive Pelletier  
 Michael Brian Perreault \*  
 Emma Nicole Perry \*  
 Eleanor Jayne Petter \*  
 Katherine Ellen Piccioli \*\* §  
 Colin Richard Pokorney  
 Shane Robert Regonini  
 Taylor Michele Rhoades  
 Nicholas David Riddle \* §  
 Anthony Rivera  
 Nicholas Jude Rodgers \*  
 Ignacio Jose Rodriguez Montero  
 Andrew V Rallo Romasco \* §  
 Reka Elizabeth Romhanyi  
 Hannah Marie Roth §  
 Fiona Marina Russo \* §  
 Frances Sanchez  
 Maegan Elizabeth Sanford \* §  
 Madison Mae Sarnoski  
 Danielle Marie Scafidi \* §  
 Allison Rebecca Scott  
 Daniel Rene Seeley \*\* §  
 Benjamin Thomas Seeto \*\* §  
 John William Seeto  
 Austin John Sforza  
 Kyla Jesse Shaye \*

Gabriella Madeline Small  
 William Harrison Sprague \*\*  
 Joseph Henry Stadolnik IV \*\*\*  
 Cameron Peter Stephens  
 Amanda Mary Suleski \*\* §  
 Douglas Michael Sweet  
 Haley Teresa Taddeo \* §  
 Emma Garrett Talpey \* §  
 Samuel Joseph Talpey \*  
 Anthony Jason Tata  
 Garrison Mark Taylor \*\* §  
 Jeffrey Jae Kwan Taylor-Chang \*\*\* §  
 Justin William Terry  
 Colin Douglas Tierney  
 Miranda Rose Tollefson  
 Elena Margaret Trunfio  
 Rebecca Grace Vangsness \* §  
 Julia Lindsay Wachtel \* §  
 Kyle Joseph Webb  
 Robert Andrew Wells  
 Rachel Kathleen Werner  
 Brooke Katherine Winsmann \*\* §  
 Ashlynn Anna Wood \*\* §  
 Sophia Helene Wood  
 Jasper Burnett Yang \*\* §  
 Ashley Jean Zerega

Ç Certificate of Completion  
 § NHS Senior Project  
 \*\*\* Summa Cum Laude  
 \*\* Magna Cum Laude  
 \* Cum Laude

# MINUTEMAN REGIONAL HIGH SCHOOL

**Dr. Edward A. Bouquillon, Superintendent-Director**  
**January 1, 2017 – December 31, 2017**

## **Minuteman Breaks Ground for New School**

On June 14, 2017, state and local officials joined the Minuteman School Committee, School Building Committee and hundreds of Minuteman faculty, staff, and students for a ceremonial groundbreaking for the construction of the new high school. The new school is expected to be completed by start of school in the fall of 2019.

“An investment in education pays the best interest,” Jack McCarthy, Executive Director of the Massachusetts School Building Authority (MSBA), told the gathering. The MSBA is investing more than \$44 million in the project.

Speaking on behalf of the area’s legislative delegation, Rep. Jay Kaufman (D-Lexington) applauded the project and noted Minuteman’s importance to students and to the region’s economy. He also remembered the late Sen. Kenneth Donnelly (D-Arlington) as a big supporter of vocational-technical education and Minuteman High School.

Nothing about the Minuteman project has been easy. To secure project approval, the District needed to revise its governance structure and membership, scale back student enrollment, and change state regulations so non-members contribute to capital costs. The District was also forced to hold a district-wide election to secure final approval for bonding.

“This project nearly failed several times,” said School Committee chair Jeffrey Stulin of Needham. Speaking directly to Minuteman students, Mr. Stulin urged them to take on important projects, be persistent, put their passion into it, and have the courage to accept that they might fail.

In his remarks, Superintendent Dr. Edward Bouquillon urged state officials not to tinker with the existing model for career vocational-technical education. “Now is not the time to shave off the best aspects of CVTE and try to graft it onto a traditional high school schedule,” he said. “All that will do is weaken our system in Massachusetts.”

Guests included a host of town managers and selectmen, educational leaders, officials from the Massachusetts Association of Vocational Administrators (MAVA) and the Massachusetts Association of School Superintendents (MASS), and members of Minuteman’s program advisory committees.

## **Minuteman Sells Bonds for New School**

In September, the Minuteman School Committee approved the sale of \$36 million in general obligation bonds for the construction of a new high school. The vote to issue the bonds was 10-0.

Eight financial institutions competed to purchase the bonds. The low bid was submitted by Bank of America Merrill Lynch with a true interest cost of just over 3.09%. The high bid was just over 3.43%. The District offered the bids after receiving a credit rating of “AA” from S&P Global Ratings.

### **Minuteman Secures Second Major State Grant for Advanced Manufacturing**

In March of 2017, Minuteman secured a second major competitive grant to launch its new Advanced Manufacturing & Metal Fabrication program. The new program will train high school students and adults for high-wage, high-demand jobs in the field of advanced manufacturing. The \$495,000 grant was announced by Governor Charles Baker during ceremonies at Greater Lowell Technical High School. The previous year, Minuteman received a \$500,000 grant.

### **Workforce Board Supports Minuteman Girls in STEM Program**

Minuteman High School and Partnerships for a Skilled Workforce, Inc. joined forces to expand opportunities for young high school women seeking careers in science, technology, engineering and math (STEM). With the help of a \$14,500 state grant, Partnerships for a Skilled Workforce assisted in funding a series of activities for Minuteman’s award-winning Girls in STEM program.

### **District Adopts Smaller Budget**

For the second year in a row, the Minuteman School Committee adopted a budget that is *smaller* than the previous one. On January 31, the School Committee voted to adopt a budget of \$19,449,466. That’s \$278,631 – or 1.41% -- smaller than the FY 2017 budget.

### **Minuteman Students Earn Gold Medals at National Competition**

Six students from Minuteman earned medals at a national competition. The SkillsUSA National Leadership and Skills Conference was held June 19-23, 2017, in Louisville, Kentucky. SkillsUSA is a national organization that allows students in career and technical education to compete in a host of rigorous technical and leadership competitions.

The medalists were Sean Datar of Acton, who earned a gold medal in Related Technical Math, Erin Noel of Medford, who earned a gold medal in Employment Application Process, and Collin Kelly of Sudbury and Brian Courtney, Jr. of West Roxbury, who earned gold medals in the Community Action Project. Adam Powell and Ethan Francis-Wright, both of Arlington, earned bronze in Web Design.

### **State Commends Minuteman for MCAS Performance**

In October of 2017, the Massachusetts Department of Elementary and Secondary Education (DESE) commended Minuteman High School for its 2017 MCAS scores.

The school was one of only seven schools in the Commonwealth to be singled out for high achievement, making strong progress, or narrowing proficiency gaps.



Minuteman enjoys a Level 1 Accountability Rating for its students' MCAS performance. Each year, DESE rates all schools and school districts in Massachusetts from Level 1 to Level 5, with Level 1 being the best.

### **Minuteman Recognizes Outstanding Students**

Two seniors earned recognition for exemplary character, leadership and scholastic excellence.

Davis Kahmann of Arlington, an engineering major, was selected as the school's Outstanding Vocational-Technical Student of 2017. Along with other distinguished student honorees from vocational-technical high schools and programs across the Commonwealth, he was honored at an awards ceremony at Mechanics Hall in Worcester on April 13.

Sean Datar of Acton was Minuteman's 2017 nominee for the Walter J. Markham Award. This honor is sponsored by the Massachusetts Association of Vocational Administrators and the Massachusetts Vocational Association. Walter Markham was a pioneer in vocational-technical education in Massachusetts.

### **Minuteman Students Win Logo Design Contests**

Melanie Hennessey was the winner of a logo design contest sponsored by the Battlegreen Run Foundation. Battlegreen Run is a non-profit foundation that organizes an annual road race in Lexington to fund worthy local charities. Ms. Hennessey, majoring in Design & Visual Communications at Minuteman, is a graduate of the Dover-Sherborn Middle School.

John "Jack" Ross, a Minuteman student from Arlington, was the winner of a logo design contest sponsored by the Minuteman Futures Foundation, Inc. The Minuteman Futures Foundation is a private, non-profit organization that raises funds to support students and programs at Minuteman High School. Christopher Bateman, managing partner of the Lexx Restaurant in Lexington, serves as the Foundation's president.

### **Minuteman Students Get Laptops**

Freshmen at Minuteman High School are now armed with digital learning devices because of a new initiative called "mPower—Empower Our Revolution." In early March of 2017, all ninth-graders received a laptop as part of Minuteman's one-to-one program. Under the program, each student is given an electronic device, in this case, an HP Probook x360. Students are able to use the devices in school and take them home at night.

### **Minuteman Featured in Nationally-Broadcast TV Documentary**

Minuteman High School was one of three vocational technical high schools in Massachusetts featured on "Job Centered Learning," a PBS television documentary about career and technical education. The documentary by award-winning filmmaker Bob Gliner first aired in October of 2017.

## **Minuteman School Committee Elects New Officers**

As of July 2017, the Minuteman District includes ten member towns: Acton, Arlington, Belmont, Bolton, Concord, Dover, Lancaster, Lexington, Needham, and Stow. The newly-reconstituted District elected a new School Committee leadership team at the first meeting of the new ten-member Committee.

Members elected David Horton of Lexington as its new chair, Sue Sheffler of Arlington as its new vice-chair, and Pam Nourse of Acton as its new secretary.

Mr. Horton succeeds Jeffrey Stulin of Needham, who successfully led the School Committee from the start of planning for a new school to its groundbreaking. Mr. Horton, who formerly served as the committee's secretary, is a retired school administrator.

In addition to the three officers and Mr. Stulin, members of the School Committee include Jim Gammill of Belmont, David O'Connor of Bolton, Carolyn "Carrie" Flood of Concord, Ford Spalding of Dover, Jennifer Leone of Lancaster, and Alice DeLuca of Stow.

Comprised of volunteers appointed by each of the member communities, the School Committee approves the district budget, hires the superintendent, and sets policy for the district.

## **School Committee Member Receives State Award**

Ford Spalding of Dover, a Minuteman School Committee member who helped lead the fight for construction of the new Minuteman High School, received a prestigious award from the Massachusetts Association of School Committees (MASC). MASC selected Mr. Spalding to receive the MASC's Division VIII All-State School Committee 2017 award. Division VIII includes more than 80 school districts in Massachusetts with state-approved (Chapter 74) vocational technical education programs.

"We're very happy that Ford is being recognized for his hard work and we're grateful for everything he's done to support vocational technical education and the students at Minuteman High School," said Dr. Edward Bouquillon, the school's Superintendent. "In both good times and bad, he's been there, fighting alongside us. He and I always agree on one thing: the kids come first."

The award was presented to Mr. Spalding at the MASC Leadership Awards Dinner in Hyannis on November 3.

Mr. Spalding serves as a member of the Minuteman School Committee representing the Town of Dover. He also serves as chair of the Minuteman School Building Committee, the group overseeing construction of the new \$144.9 million Minuteman High School. Previously, he chaired the Campaign for Minuteman's Future, a group of volunteers that helped win a district-wide referendum for construction of the new school.

## PERKINS SCHOOL

Perkins is a 121-year old multi-service agency serving people from across Massachusetts and other parts of New England in a variety of programs. The Perkins campus includes state-of-the-art facilities, a skilled and trained professional staff of over 300 employees, and a special education curriculum that emphasizes academic excellence. Programming includes:

### **Doctor Franklin Perkins School**

Students attend our state-approved **Doctor Franklin Perkins School**, which operates year-round. Each of our programs integrates a range of services including an accredited K-12 school, clinical treatment, psychiatry, health care, and recreation. Divisions include:

**Perkins Day Program** –The Perkins Day Program provides a comprehensive educational and clinical program for 100 children in grades K-12 from 49 surrounding communities.

**Perkins Residential Program** – Our residential program serves 50 children and adolescents ages 5 to 22 years old. We focus on teaching the strategies that children and adolescents will need in order to leave Perkins and live successfully in a family setting or in the community.

### **Perkins Adult and Elder Services**

Perkins provides residential and day services to developmentally disabled adults through **Perkins Adult and Elder Services**. Our program design is based on our philosophy of valuing each client and resident's right to independence, satisfying work, family ties, and social/community connections. Components include our Adult Residential Program and Day Vocational Program.

### **Perkins in the Community**

Residents of Lancaster and the surrounding cities and towns are most familiar with the community programs Perkins offers. Two-thirds of the participants in these programs hail from Lancaster and the immediate touch towns. Community programs include:

**Perkins Child Development Center** – The Child Development Center at Perkins provides an enriched and engaging environment of discovery for typically developing children ages six weeks through five years. All programs – infant, toddler, and preschool – encourage imaginative play and enhance social and language development by a team of caring professionals.

**Perkins Behavioral Health** – Perkins Behavioral Health is a community-based outpatient group practice that specializes in treating the mental health and behavioral health needs of children, adolescents, adults, and their families. The practice recently celebrated 10 years of operation, successfully providing much needed mental health services to the community.

***Rein in a Dream*** – *Rein in a Dream* offers innovative community programs year-round, seven days a week. Options range from traditional riding and horsemanship, to un-mounted lessons and work with our small animals, including goats, ponies and chickens. All components of *Rein in a Dream* promote personal growth and gains in self-confidence.

## 2017 Highlights

Two thousand and seventeen proved to be an ambitious and rewarding year for Perkins, with every division of the agency experiencing growth. The number of individuals with whom we worked grew to 1,312, an increase of 20% from 2016. It was a year in which new and innovative treatment approaches were embraced, many student and client accomplishments were recognized, and new opportunities for employee professional development were created.

A highlight of 2017 was the development and launch of our strategic plan, ***Expanding Capabilities for Greater Impact***. This plan focuses on strengthening our capabilities to increase our impact through programs and services that are aligned with our mission and values. Our strategy considers our strengths and challenges, current and emerging issues, and the needs of the communities we serve. The following seven strategic imperatives will guide Perkins as we strive to expand our impact:

- Offer well-designed, high-quality programs that anticipate and meet the needs of those we serve.
- Be an employer of choice.
- Establish an identity of leadership and excellence.
- Demonstrate financial stewardship that aligns with our strategy and that promotes sustainability.
- Foster a culture of performance management that uses data to improve outcomes.
- Improve operational capabilities that promote excellence and enable growth.
- Build partnerships as a way to expand our impact.

Our commitment to serving as a resource to the larger community resulted in the launch of the Dr. Charles P. Conroy Speakers Series, in recognition of the 28 years of service by Perkins' former Executive Director. The Speakers Series facilitates learning, discussion and engagement in areas related to programs and services Perkins provides, including education, mental health, and intellectual and developmental disabilities.

## Events

We have assembled a combination of successful special events that occur throughout the year. They include **Perkins Annual Golf Tournament** in May, the **Taste of Wachusett** in September and **Evening Under the Stars, Creating Bright Futures** in November. We are able to offer exceptional programming of the highest quality for the people we serve thanks to the private support generated through our special events.

## Leadership

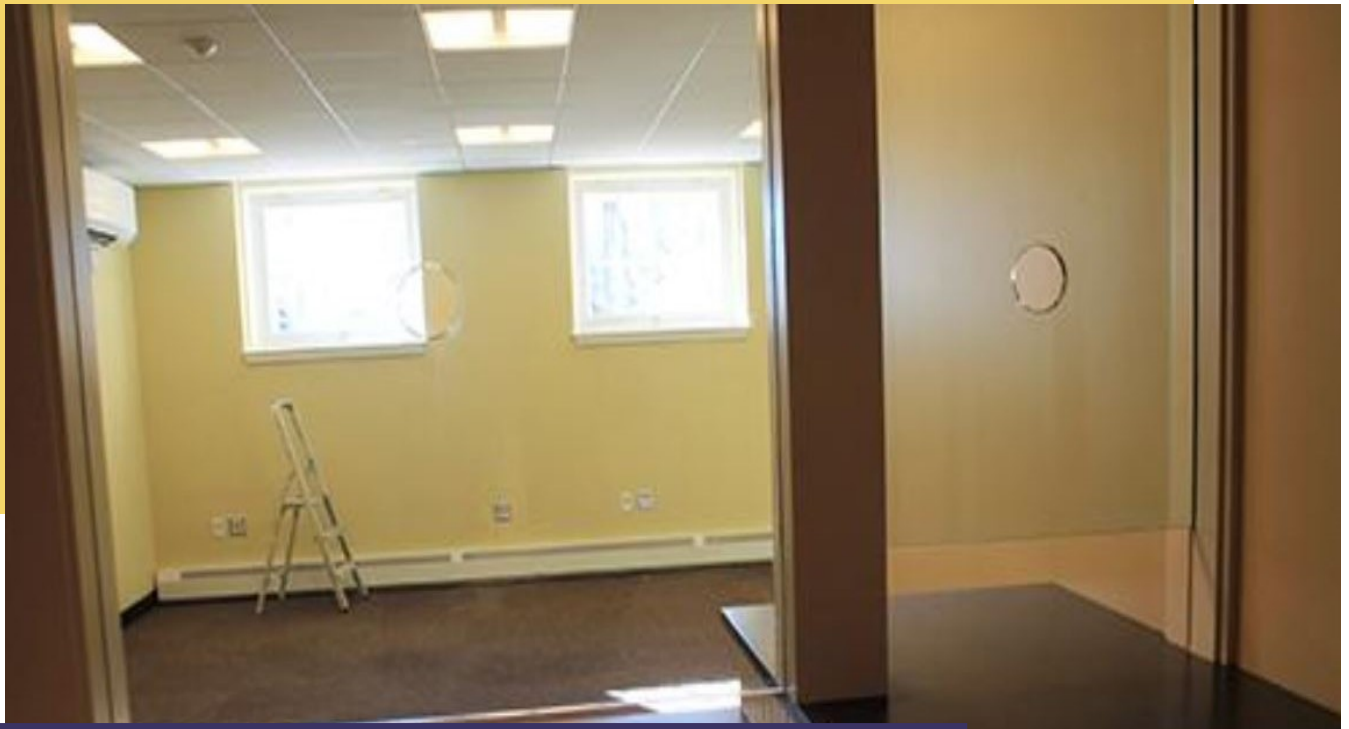
Perkins is governed by a volunteer, non-compensated Board of Trustees that is responsible for ensuring the agency operates in the public interest and is consistent with the agency's charter, by-laws and mission. The Board is composed of the following individuals: Martha Bayles, M.S. Ed.; Jennifer L. Flanagan, M.S. (effective 11/2017); Suzanne M. Frisch, Esq.; Dana M. Hollinshead, Ph.D.; Charles W. Hughes II, M.A.; Donald A. Lowe; Jennifer F. Luisa; Carol Francolini Mueller; Philip J. Muscatello, M.B.A.; Beatrice M. Oakley; Christopher R. Philbin, Esq.; R. Leslie Shelton, Jr. M.D., Ph.D.; Peter Stanton; Stanley B. Starr, Jr., M.S. E.D. The current leadership team at Perkins is composed of the President and Chief Executive Officer Michael W. Ames, Ph.D.; Chief Operating Officer Timothy R. Hammond, M.S.; Director of Organizational Advancement Kerry A. Flathers, M.S.; Director of Research and Innovation Kathleen J. Savage Mills, Ph.D., LICSW (effective 1/2018); Director of Human

Resources Derek J. Padon; Director of Education Cindy M. Wing, M.Ed.; and Director of Facilities Steven D. Young.



Evening Under the Stars Gala Speaker, Steve Pemberton, flanked by Charles “Chuck” Hughes II, Perkins Trustee and Lancaster resident (l) and Michael W. Ames, Ph.D., Perkins President and CEO





## COMMUNITY ORGANIZATIONS AND ACTIVITIES



## 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. Group sizes are kept small to ensure the best experiences for program members. Children are grouped by grade level for regular group 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
- \* Planting a garden at the Mary Rowlandson School
- \* Competing in many local fairs throughout Massachusetts
- \* Collecting food for the annual Thanksgiving baskets.
- \* Sending notes to Lancaster Veterans for our sincere appreciation for all they have done.
- \* Collecting to help our Lancaster Seniors with heating Oil



Grace MaHoney and Santa  
Photo, Patricia Mahoney



Santa and Elves with Silas  
Left to right Olivia Harper , Santa, Grace MaHoney  
Photo, Patricia Mahoney

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

Peggy Corbett Lancaster 4-H President [Lancaster4h@comcast.net](mailto:Lancaster4h@comcast.net)

## FRIENDS OF LANCASTER SENIORS, INC.

The Friends of the Lancaster Seniors, Inc., celebrated its fifth year of existence, and thanks to the generosity of Lancaster residents, we have already been making a difference. We are looking forward to a great 2018 and beyond. Donations have started coming in thanks to the annual appeal letter enclosed with the Town Census. And, thanks to our 501c3 status, ALL contributions are fully tax deductible.

The Friends works quietly to provide needed resources to Lancaster seniors. We work closely with the Council on Aging, providing money for goods and services. In 2017 we provided over \$5,000 in direct aid to Senior Center programs! During 2017 we added/supported several other events at the Senior Center, including: Farmer's Market, Eclipse Party, Tapas on the Terrace BBQ's, Spring Fling Dinner Dance, Halloween on the Green, and more!



The Friends looks forward to becoming even bigger and better over the coming years. The Pancake Breakfast is held every Tuesday at the Senior Center as a fund-raising tool, but it is far more. It is not only an opportunity for friends to socialize, but we use it to reach out to those who may be in need, often sending breakfasts to home-bound seniors (we notice when people are missing).

That event is coming up on its SIXTH anniversary this March (doesn't seem possible – every week for six years – that's a lot of pancakes). All-you-can-eat pancakes, French toast, scrambled eggs, sausage, juice, fruit, and coffee for a \$3.00 suggested donation. You can't beat that! And it's not just for seniors! It is open to the public, and we particularly look forward to our vacation week(s) specials when the kids come, as well.

Thank you for your generosity and support!

David R. James, President

## FIRST CHURCH OF CHRIST, UNITARIAN, ON THE GREEN



Annual Report for the Year 2017

*“Whoever you are, wherever you find yourself on life’s journey, we welcome you to First Church of Christ Unitarian!”*

words of welcome spoken at the beginning of each worship service at First Church

First Church is an inclusive, theologically diverse spiritual community of men, women and children who gather each week in the historic Bulfinch Meetinghouse for worship, religious education, spiritual deepening, community building and service to Lancaster and the world. We draw from many spiritual traditions and welcome people of all faiths and beliefs. We are united by our shared commitments to historic principles affirming the worth and dignity of all people, supporting individual search for truth and meaning, and respecting the interdependent web of life of which we are a part.

Our history goes back to the founding of the town in 1653. Since that time we have occupied five different meetinghouses, each serving the town as a place of assembly for town meeting and government as well as Sunday worship. We are still a vital part of the Lancaster community, hosting Girl Scouts, Cub Scouts, the Lancaster Garden Club, the Lancaster Historical Society, the Lancaster Mindfulness Meditation Group, the Nashoba Montessori Pre-School, as well as offering musical, educational and social events for the community at large. We reach out to the larger community through WHEAT in Clinton, BePawsitive in Fitchburg, as well as support for international agencies, including *Be Like Brit*, Heifer International and the Clover Foundation (providing preschool education in Uganda). First Church has also become a center for mindfulness meditation offerings, serving the

Lancaster and broader community through our weekly Tuesday evening mindfulness meditation group, as well as periodic offerings of Jon Kabat-Zinn's Mindfulness Based Stress Reduction Program (MBSR), Mindful Self-Compassion and occasional mindfulness retreats. 2017 also saw the continuation of some of Lancaster's favorite First Church community events—the Blessing of the Animals, the Horseshed Fair, the Strawberry Festival, Papa Pasta and the Spooky Church, part of the annual Halloween on the Green, and the community-wide Christmas Eve service. This past Christmas we were pleased to have the Youth Ensemble of New England playing at our early service.



Worship and religious education are still at the heart of our church. Each week, September through June, we meet for spirited worship that aims to bring the wisdom of many different spiritual traditions to bear on the challenges of 21<sup>st</sup> century living. Our hope is that everyone who enters our doors will feel welcomed and will leave our sanctuary with their soul nurtured. We are proud of our strong religious education program for children and youth that teaches bible-based stories and wisdom as well as encouraging our children to explore other world religions through story, practice and visits to other places of worship. We also teach our children about our Unitarian Universalist history and exploring the strong UU tradition of social justice and service to others.

2017 was a milestone year for First Church as we marked the 200<sup>th</sup> anniversary of the meetinghouse's dedication on January 1, 1817. Designed by noted Boston architect Charles Bulfinch, the town of Lancaster's 5<sup>th</sup> meetinghouse was constructed during the summer of 1816, the so-called "year without a summer," when a hard frost each month meant massive crop failure and starvation throughout much of America and elsewhere. On January 8, 2017, the community joined us in rededicating the meetinghouse for worship and service to the community. It was a grand celebration!

In recognition of the dual function of the meetinghouse, serving the people of Lancaster as a place of worship and as a place for town meeting, the 200<sup>th</sup> anniversary celebration featured elected



officials Rep. Harold Naughton, Lancaster Select Board members Stanley Starr, Walter Sendrowski and Mark Grasso, and greetings or proclamations from President Obama, Gov. Baker, State Senator Flanagan, and Rep. Tsongas. Lancaster's daughter churches were well represented as well, with Unitarian and Congregational ministers from Harvard, Bolton, Leominster and Sterling participating in the rededication. Former First Church minister Rev. Tom Wintle gave the sermon entitled "A Great Cloud of Witnesses." A reception in Hawkins Hall coordinated by Cathy Lord, with help from the whole church, topped off the afternoon.



The final event in our multi-year celebration of the Bulfinch Meetinghouse was a community art show and exhibition, made possible by a grant from the Lancaster Cultural Council. Artists of all ages were invited to reflect on "A Sense of Place" through a range of artistic media, including painting, drawing, photography and textile art, most depicting the Meetinghouse or the town green. More than sixty artists submitted works which were judged and awarded prizes in various categories. The exhibition was mounted on specially constructed "easels" lining the side pews of the church sanctuary and was open to the public from April through Memorial Day. A final wrap-up of the 200<sup>th</sup> anniversary celebration featured the local bluegrass band "Crosstracks" who performed on the portico of the church after the Memorial Day parade. First Church was pleased to have welcomed many hundreds of visitors into the meetinghouse over the multi-year celebration to appreciate this magnificent architectural masterpiece that still serves the Lancaster community today.



It was with sadness that in 2017 First Church marked the passing of long-time members Sally Rouleau and David Perkins, both of whom had deep roots in the Lancaster community and in the Church.



For more information about First Church please visit our website: [www.FirstChurchLancasterMA.org](http://www.FirstChurchLancasterMA.org)



Many in town know us through our traditional Christmas Eve services, our Strawberry Festival in June, the Horseshed Fair each October, our Pumpkin Patch and Scarecrow Contest (added this past year), our Papa Pasta event or our Chili Fest. We also serve the community by hosting scouting events, the Lancaster Garden Club, the Nashua River Watershed Association, the Thayer Recreational Field Winterfest, and many other community and non-profit organizations serving Lancaster and the surrounding area. Last year we welcomed the Nashoba Montessori School to share space with us in our community hall. In addition, the building is available for rental for public and private functions. First Church invites you to visit us for Sunday morning worship at 10:00 am (9:00 during the summer), to attend one of our many community events, and to find out more about us at [www.firstchurchlanasterma.org](http://www.firstchurchlanasterma.org) As we affirm each week in our worship, *“Whoever you are, wherever you are on life’s journey, you are welcome here!”*

Photographs by Bob Johansen (1-3) and Win Clark.

## EVANGELICAL CONGREGATIONAL CHURCH



**Evangelical Congregational Church**

**793 Main Street, P.O. Box 413**

**Lancaster, MA 01523**

**978-365-5782 [www.ecclacaster.org](http://www.ecclacaster.org)**

### **Report for the year 2017**

The ECC has been a part of Lancaster Center since 1839. The original church was destroyed by fire in 1950 and the building pictured above has stood in this location since 1951. For those who never saw the original parsonage standing beside it, you will find it hard to imagine a full three-story house fitting between the ECC and our neighbors, the Immaculate Conception, but it did. The house provided a home for our pastors and their families until its removal in 1977. The same spot is now handicapped parking for our members and guests. This snippet of history is recorded here as a bit of nostalgia for some – and to indicate our longevity as a part of Lancaster. Our first and foremost priority is to love and serve God the Father, Son, and Holy Spirit. Our second priority is to serve those in our community and, through our love, show God’s love to our neighbors and friends.

This year, in reviewing the actions, events, and outreach activities of 2017, it seemed that more pictures and less words might be the way to tell our story. We are privileged to serve God in the community with our annual Thanksgiving and Christmas Food collection done in conjunction with the Lancaster Police department. Our hearts were saddened by the hurricane in Texas, followed by more in Florida and Puerto Rico and we were grateful to be able to help through the Christian Charity, “Samaritan’s Purse”.

Our pictured events are as follows: In May we had the pleasure of a visit from one of the missionaries we support. Pictured are Kurt and Grace Gundersen and their daughters.



In June after much planning and searching for the right company to do the work, our steeple – which had been in disrepair for many years - was finally repaired and repainted. Although this was a functional necessity, it is hoped that seeing it freshly painted and pointed toward the sky encourages people to want to come inside and see more of the church. Please come in and join us for worship and fellowship at any time. The picture on the next page was taken by our pastor while being given a ride in the painter's lift. It is a great view of the center of town!



In August the highlight of our summer was the free community wide picnic held on the front lawn of the church. Through social media and the assistance of the Lancaster website, everyone in town who had time was invited to stop by for free hamburgers, hotdogs, desserts, and drinks. A firetruck was graciously provided by the LFD for kids to sit in and learn about.



Other popular fun for kids included a “bouncy house” and face painting. Adults enjoyed sitting in the shade and visiting friends – a good old-fashioned afternoon. As you can see, it was enjoyed by all.



On November 5<sup>th</sup>, we observed the 500th anniversary of the Protestant Reformation. As the sermon for the day Pastor Tim surprised the congregation by recreating the story of Martin Luther’s actions in 1517, and doing it in the authentic garb of the day (see picture above right). We celebrated with cake at the coffee hour.



**TOWN RECORDS**



## TOWN RECORDS

January 4, 2017	Jean Bean was sworn in as a member of the Town Administrator Search Committee.
January 4, 2017	Edwin H. Burgwinkel was sworn in as a member of the Town Administrator Search Committee.
January 4, 2017	Jennifer B. Leone was sworn in as a member of the Town Administrator Search Committee
January 4, 2017	William E. O'Neill, Jr. was sworn in as a member of the Town Administrator Search Committee.
January 4, 2017	Debra Sanders was sworn in as a member of the Town Administrator Search Committee.
January 4, 2017	Michael Sczerzen was sworn in as a member of the Town Administrator Search Committee.
January 17, 2017	James E. Jay Riley, Jr. was sworn in as a member of the Town Administrator Search Committee.
January 30, 2017	Beverly Fiske was sworn in as a member of the Housing Authority.
February 8, 2017	John Mazeika was sworn in as a member of the Energy Commission.
February 16, 2017	Elizabeth Cahill was sworn in as a member of the Thayer Memorial Park Recreation Subcommittee.
February 23, 2017	Matthew Hourihan was sworn in as a member of the Thayer Memorial Park Recreation Subcommittee.
February 27, 2017	Joseph D'Eramo was sworn in as a member of the Town Buildings Re-Use Committee
February 28, 2017	E. Lawrence Gogolin was sworn in as a member of the Town Buildings Re-Use Committee, term to expire June 30, 2017.
March 15, 2017	Patricia C. Doyle was sworn in as a member of the Lancaster Cultural Council, term to expire June 30, 2020.

March 31, 2017	Kathleen Foell was sworn in as a member of the Lancaster Cultural Council, term to expire June 30, 2020.
April 5, 2017	Denise Hurley was sworn in as a member of the Lancaster Cultural Council, term to expire June 30, 2020.
April 10, 2017	Phyllis Tower was sworn in as Animal Inspector, term to expire June 30, 2018.
May 9, 2017	Frank MacGrory was sworn in as a Trustee of the Thayer Memorial Library, term to expire on May 11, 2020.
May 09, 2017	Alise K. Crossland was sworn in as a member of the Regional School Committee, term to expire on May 11, 2020.
May 10, 2017	Stanley B. Starr, Jr. was sworn in as a member of the Board of Selectmen, term to expire on May 11, 2020.
May 10, 2017	William E. O'Neil, Jr. was sworn in as Moderator, term to expire on May 11, 2020.
May 11, 2017	John A. Farnsworth was sworn in as a member of the Board of Health, term to expire on May 11, 2020.
May 15, 2017	Amal Wing was sworn in as a Patrolman for the Police Department.
May 15, 2017	Connor Sullivan was sworn in as a Patrolman for the Police Department.
May 15, 2017	Nicholas Hatstat was sworn in as a Patrolman for the Police Department.
May 15, 2017	Thomas J. Christopher was sworn in as a member of the Planning Board, term to expire 5/9/2022
May 15, 2017	Emily J. Rose was sworn in as a member of the Library Trustees, term to expire 5/11/2020.
May 15, 2017	Russell W. Williston was sworn in as a member of the Planning Board, term to expire May 11, 2020.

May 17, 2017	D. Susan Thompson was sworn in as a member of the Finance Commission, term to expire May 11, 2020.
May 31, 2017	Emily J. Kerrigan was sworn in as a member of the Finance Commission, term to expire May 11, 2020.
June 1, 2017	Maureen E. Hardy was sworn in as a member of the Cultural Council, term to expire June 30, 2020.
June 5, 2017	Robert Foney was sworn in as a member of the Animal Control Commission, term to expire June 30, 2019.
June 15, 2017	Peter Munro was sworn in as Fence Viewer, term to expire June 30, 2018.
June 15, 2017	Mary E. Frost was sworn in as Collector/Treasurer, term to expire June 30, 2020.
June 19, 2017	Heather M. Lennon was sworn in as a member of the Lancaster Historical Commission, term to expire June 30, 2020.
June 19, 2017	David C. Kilbourn was sworn in as a member of the Agricultural Commission, term to expire June 30, 2020.
June 21, 2017	John Ranieri resigned from the Board of Registrars, effective immediately.
June 21, 2017	Michael Sczerzen was sworn in as a member of the Historical Commission, term to expire June 30, 2020.
June 22, 2017	Carolyn Stump was sworn in as a member of the Commission on Disability, term to expire June 30, 2020.
June 26, 2017	Police Chief Edwin H. Burgwinkel was sworn in as Keeper of the Lockup, term to expire June 30, 2018.
June 27, 2017	Ronald W. Valinski, Jr. was sworn in as the Sealer of Weights and Measures and the Measurer of Wood and Bark, term to expire on June 30, 2018.
June 27, 2017	Francis G. Sullivan, Jr. was sworn in as a member of the Board of Appeals, term to expire June 30, 2022.

June 28, 2017	Erin M. DeCoste resigned from the Animal Control Commission, effective immediately.
June 29, 2017	Adrienne Gadoua was sworn in as a member of the Animal Control Commission, term to expire June 30, 2020.
June 29, 2017	Donna Rosander was sworn in as a member of the Cultural Council, term to expire June 30, 2020.
June 30, 2017	Joan E. Navarro was sworn in as a member of the Board of Assessors, term to expire June 30, 2020.
July 5, 2017	Jay Moody was sworn in as an Associate Member of the Historical Commission, term to expire June 30, 2018.
July 5, 2017	Dondrae May resigned from the Recreation Committee, effective immediately.
July 5, 2017	Johnna Doyle was sworn in as a member of the Recreation Committee, term to expire June 30, 2020.
July 6, 2017	Peter Jakubowicz was sworn in as a member of the Agricultural Commission, term to expire June 30, 2020.
July 6, 2017	Michelle Jones was sworn in as a member of the Council on Aging, term to expire June 30, 2020.
July 10, 2017	Kenneth R. Rapoza was sworn in as a member of the Conservation Commission, term to expire June 30, 2020.
July 11, 2017	Theodore Manning was sworn in as a member of the Recreation Committee, term to expire June 30, 2020.
July 17, 2017	Phyllis Tower was sworn in as the Animal Control Officer, term to expire June 30, 2018.
July 19, 2017	Marcia Jakubowicz was sworn in as an Associate Member of the Historical Commission, term to expire June 30, 2018.
July 27, 2017	Kelley Quill was sworn in as a Member of the Animal Control Commission, term to expire June 30, 2020

August 1, 2017	Mary de Alderete was sworn in as the Town Clerk, term to expire June 30, 2020.
August 1, 2017	Mary de Alderete was sworn in as a Records Access Officer, term to expire June 30, 2018.
August 1, 2017	Dianne Reardon was sworn in as a Records Access Officer, term to expire June 30, 2018.
August 10, 2017	Michael McCue was sworn in as a member of the Commission on Disability, term to expire June 30, 2020.
August 22, 2017	Elizabeth Cahill was sworn in as a member of the Board of Registrars, term to expire June 30, 2020.
September 7, 2017	Courtney Manning was sworn in as a member of the Board of Public Works, to fill the unexpired term of Theodore Manning, term to expire on May 12, 2019.
October 2, 2017	Debra Ann Sanders was sworn in as a member of the Board of Assessors, term to expire June 30, 2020.
October 24, 2017	Anastasios Zahariadis was sworn in as Alternate Building Inspector, term to expire June 30, 2018.
December 11, 2017	Johnna Doyle submitted her letter of resignation from the Recreation Committee, effective January 1, 2018.
December 21, 2017	Jay Moody was sworn in as a full member of the Historical Commission, term to expire June 30, 2018.

TOWN OF LANCASTER  
MASSACHUSETTS



**WARRANT**  
**for the**  
**2017 ANNUAL**  
**TOWN MEETING**

Mary Rowlandson Elementary School Auditorium  
103 Hollywood Drive, Lancaster, Massachusetts

Beginning Monday, May 1, 2017 at 7:00 P.M.



**WARRANT FOR  
ANNUAL TOWN MEETING  
May 1, 2017  
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 Mary Rowlandson Elementary School Auditorium, 103 Hollywood Drive, in said Lancaster on Monday, the first day of May 2016, 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 vote to transfer from free cash \$100,000 (One Hundred Thousand Dollars), to the Capital Stabilization Fund or act in any manner relating thereto.

*The Finance Committee recommends passage of this article.*

**ARTICLE 2  
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.

*The Finance Committee recommends passage of this article.*

**a. Police Cruiser**

Amount:	\$80,000
Funds to be expended by:	Police Department
Purpose:	To purchase two (2) Police Cruisers
Funding Sources:	Sale of Town Owned Land - \$25,000 Capital Stabilization Fund - \$45,138.91

**b. Engine 4 Pump Repair**

Amount:	\$14,559
Funds to be expended by:	Fire
Purpose:	Engine 4 Pump Repair
Funding Source:	Capital Stabilization

c. International Dump Truck	
Amount:	\$123,319
Funds to be expended by:	Cemetery
Purpose:	To purchase one (1) International Dump Truck
Funding Source:	Chapter 90

d. Replace/Restore Windows/Door	
Amount:	\$15,000
Funds to be expended by:	Thayer Memorial Library
Purpose:	To replace/restore windows/door
Funding Source:	Capital Stabilization

e. Design Lights	
Amount:	\$62,500
Funds to be expended by:	Community Development & Planning
Purpose:	Design lights at Intersection of 117/70
Funding Source:	Capital Stabilization

<p align="center"><b>ARTICLE 3</b>  <b>Finance Committee</b>  <b>Board of Selectmen</b></p>
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To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, from the Operating Budget, 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, 2017, or act in any manner relating thereto.

**The Budget for Fiscal Year 2018 will be available at Town Meeting**

*The Finance Committee will make a recommendation from the floor.*

<p align="center"><b>ARTICLE 4</b>  <b>Water Enterprise Fund</b>  <b>Board of Public Works</b></p>
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To see if the Town will vote to appropriate \$934,037 (Nine Hundred Thirty-Four Thousand, Thirty-Seven Dollars) from the Water Enterprise Fund to finance the operation of the Water Department for the fiscal year beginning July 1, 2017 (*detail below*), or act in any manner relating thereto. The operating expenses for the Water Enterprise are entirely funded by water revenue. .

***The Finance Committee recommends passage of this article.***

<b>I. Water Enterprise Revenues</b>	
User Charges	\$922,034
Connection Fees	\$15,000
Water Enterprise Available Funds	0
Investment Income	0
<b>Total Revenues</b>	<b>\$934,037</b>

<b>II. Costs Appropriated in the Enterprise Fund</b>	
Salaries and Wages	\$259,674
Expenses	\$311,501
Reserve Fund	\$45,000
Debt Principal	\$132,940
Debt Interest	\$35,880
<b>Indirect Costs to General Fund</b>	\$152,039
<b>Total Costs Appropriated in E. F.</b>	<b>\$934,037</b>

**ARTICLE 5**  
**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 FY2018 Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program, or act in any manner relating thereto.

*The Finance Committee recommends passage of this article.*

**ARTICLE 6**  
**Finance Committee**  
**Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to enter into lease purchase agreement in accordance with the provisions of G.L. c.44, §21C for a period in excess of three years for the purchase of Fire Ladder Truck, and to raise and appropriate or transfer from available funds a sum of money for the first year payment of such agreement, or act in any manner relating thereto.

*The Finance Committee recommends passage of this article.*

**ARTICLE 7**  
**Finance Committee**  
**Board of Selectmen**

To see if the Town will vote pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to (1) establish the following revolving funds and fiscal year spending limits as set forth below, and further (2) to amend the General By-laws by inserting a new by-law, Chapter 216: Revolving Funds, establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows:

**Chapter 216: Revolving Funds**

§216-1. There are hereby established in the Town of Lancaster pursuant to the provisions of G.L. c.44, §53E½, the following Revolving Funds, from which the specified department head, board, committee, or officer may incur liabilities against and spend monies from without appropriation in accordance with the limitations set forth in this by-law.

§216-2. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.

§216-3. No liability shall be incurred in excess of the available balance of the fund.

§216-4. The total amount spent during a fiscal year shall not exceed the amount authorized by Annual Town Meeting or any increase therein as may later be authorized by the Board of Selectmen and Finance Committee in accordance with G.L. c.44, §53E½.

§216-5. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the General Fund.

§216-6. Authorized Revolving Funds

REVOLVING FUND PROGRAM OR PURPOSE	DEPARTMENT RECEIPTS TO BE CREDITED TO FUND	REPRESENTATIVE OR BOARD ENTITY AUTHORIZED TO SPEND
<i>Stormwater Management - Engineering fees</i>	Fees	Planning Board
<i>Library Charges -Books, materials, photocopy equipment and supplies</i>	Late book, materials, photocopy, lost item fees/charges	Library Trustees
<i>Recreation Committee - Program expenses and supplies</i>	Fees and charges	Recreation Committee
<i>Duval Road Sewer - Use and maintenance charges</i>	Fees and charges	Board of Selectmen
<i>Community Center -Program expenses</i>	Fees and charges	Board of Selectmen
<i>M.A.R.T -Wages/Expenses Senior Van</i>	Reimbursement – M.A.R.T Bus fees	Council on Aging
<i>Planning Board -Planning related Services/ expenses</i>	Fees	Planning Board
<i>Publications - reprinting expenses</i>	Publication fees	Town Clerk
<i>Recycling - Operating Expenses</i>	Donations-Fees-Sale of Products	Recycling Committee
<i>Community Development - Legal Ad publication &amp; re- printing</i>	Receipts for Advertising	Community Development & Planning
<i>Agricultural Commission - Farmer's Market/Other fees</i>	Fee and charges	Agricultural Commission
<i>Police Department -Operating Expenses</i>	Fees	Board of Selectmen

§216-7. Procedures and Reports. Except as provided in General Laws Chapter 44, §53E½ and this by-law, all applicable state and local laws and regulations that govern the receipt, custody, expenditure and payment of town funds shall apply to the use of revolving funds established and authorized by this by-law.

And, further, to establish the following fiscal year spending limit for such funds:

Authorized Revolving Funds	Fiscal Year Expenditure Limit
Stormwater Management	\$ 3,000
Library Charges	\$10,000
Recreation Committee	\$35,000
Duval Road Sewer	\$ 5,000
Community Center	\$25,000
M.A.R.T	\$55,000
Planning Board	\$25,000
Publications Reprinting	\$ 2,500
Recycling	\$10,000
Community Development/Legal Ads	\$ 2,500
Agricultural Commission	\$ 2,000
Police Department	\$ 1,000

Or take any other action relative thereto. *The Finance Committee recommends passage of this article.*

**ARTICLE 8**  
**Finance Committee**  
**Board of Selectmen**

To see if the Town will vote to appropriate \$145,000 (One Hundred Forty Five Thousand Dollars) from the Renewable Energy Enterprise Fund to finance the operation of the Landfill Solar Array for the fiscal year beginning July 1, 2017 (*detail below*), or act in any manner relating thereto. The operating expenses for the Renewable Energy Enterprise Fund are entirely funded by solar array revenue. . *The Finance Committee recommends passage of this article.*

<b>I. Renewable Energy Enterprise Revenues</b>	
Sale of Solar Energy Certificates	\$127,000
Qualified Energy Bond Subsidy	\$18,000
<b>Total Revenues</b>	<b>\$145,000</b>
<b>II. Costs Appropriated in the Enterprise Fund</b>	
Maintenance Expenses	\$25,272
Debt Principal and Interest	\$119,728
Capital	0
<b>Total Costs Appropriated in E. F.</b>	<b>\$145,000</b>

**ARTICLE 9**  
**Finance Committee**  
**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 \$311,911 (Three Hundred Eleven Thousand, Nine Hundred Eleven Dollars) 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.  
*The Finance Committee recommends passage of this article.*

**ARTICLE 10**  
**Finance Committee**  
**Board of Selectmen**

To see if the Town will vote to transfer \$151,000 (One Hundred Fifty-One Thousand Dollars) from Free Cash to the Other Post Employment Benefits Trust, or act in any manner relating thereto.  
*The Finance Committee recommends passage of this article.*



**ARTICLE 11**  
**Finance Committee**  
**Board of Selectmen**

To see if the Town will vote to transfer \$500,000 (Five Hundred Thousand Dollars), from Free Cash to the Stabilization Fund, for the purpose of setting up Minuteman Regional debt payment, or act in any manner relating thereto.

*The Finance Committee recommends passage of this article.*

**ARTICLE 12**  
**Planning Board**

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

1. Delete the present Section 220-8.7 (C) (1) (2) (3) Design Requirements and replace it with the following new Section 220-8.7 (C) (1) (2) (3):

**§ 220-8.7 Integrated Planning Overlay District (IPOD)**

**C. Design Requirements.**

- (1) The applicant must demonstrate to the satisfaction of the Planning Board that the amount and mix of types of development, and the travel demand management efforts such as car-pooling proposed for the Integrated Plan, will result in generation of no more than 20 auto trip ends per acre of Plan area. These trips ends should be calculated during the weekday afternoon peak traffic hour, as measured on the streets that provide access to the Plan area, net of pass-by trips and adjusted for estimated non-auto trips, such as walking among uses within the IPOD.
- (2) The allowed number of trip ends within the Integrated Plan may be increased above 20 per acre by the number of potential trip ends on other land within the IPOD that has been reduced below the limit of 20 trip ends per acre, through a restriction enabled by the developer(s) of the benefiting Integrated Plan, and made enforceable by the Town through a condition in the Integrated Plan special permit.
- (3) The maximum number of allowable dwelling units within an Integrated Plan shall not exceed 15 dwelling units per acre of lot area, including lot area devoted to non-residential uses, but exclusive of streets. The Integrated Plan shall document how that allowable total is to be distributed among lots within the Plan, including documentation of the minimum lot area per dwelling unit on each proposed lot, which may vary among locations within the Plan.

2. Delete the present Section 220-8.7 (E) (3) (g) Procedures and replace it with the following new Section 220-8.7 (E) (3) (g):

**E. Procedures**

(g) A traffic analysis indicating that full construction and occupancy as provided in the Integrated Plan will be in compliance with the 20 trips per acre limit, and also will not cause the peak hour traffic level of service to either be lower than reasonably expected from development not relying upon IPOD provisions, or below level of service "C" as defined in current publications of the Highway Research Board



**ARTICLE 13**  
**Planning Board**

To see if the Town will vote to amend the Lancaster Zoning Bylaw and the Official Zoning Overlay Map to create a Center Village Overlay District (CVOD), as follows:

1. Amend the Official Zoning Overlay Map, which map is part of the Zoning Map, to add the Center Village Overlay District as shown on the revised Official Zoning Overlay Map dated March 2017, a copy of which has been placed on file with the Town Clerk.

2. Amend Section 220-4 of the Zoning Bylaw to add the following to the list of zoning districts:

CVOD Center Village Overlay District

And further to amend Section 220-5.B of the Zoning Bylaw to add the following as a new subsection:

(7) The Center Village Overlay District (CVOD) is defined on the Official Zoning Overlay Map, as specified at 220 Attachment 3.

3. Amend Section 220-22.D (1) of the Zoning Bylaws to add the underlined language as follows:

D. Access to parking and loading areas.

(1) No curb cut or access for parking or loading facilities shall exceed 30 feet in width and no maneuvering to enter a parking or loading space shall take place within a public right-of-way, except for the Center Village Overlay District (CVOD) where temporary parking on the street for unloading may be allowed. All loading operations shall be conducted from a side or rear yard.

4. Amend Section 220-23 of the Zoning Bylaws to label the existing language as subsection A, and to add the following new subsection B:

B. The Center Village Overlay District (CVOD) Parking Provision. Where the CVOD has space limitations, any off-street and on-street street parking opportunities will be considered during the site plan review. Assessment for traffic and public safety issues will be duly considered for the permitting of any proposals.

5. Add the following as Section 220-8.8 of the Zoning Bylaw:

**§ 220-8.8. Center Village Overlay District (CVOD).**

**A. Establishment.**

The Center Village Overlay District ("CVOD") is established as an overlay district. The boundaries of the CVOD are shown on the Official Zoning Overlay Map, which map is a part of the Zoning Map as defined in Section 220-5, on file with the Town Clerk. Within the CVOD, all requirements of the underlying zoning district(s) remain in effect except as altered by this bylaw. Where the requirements of this bylaw conflict with those of the underlying district, the requirements for this overlay district shall control.

#### B. Intent and applicability.

In accordance with the Town of Lancaster Local Comprehensive Plan, the Center Village Overlay District (CVOD) is established to promote a more functional community center by allowing property owners flexibility in land use and site design in the traditional New England Village style.

The Center Village Overlay District shall create a core for small-scale establishments which would encourage compatible economic activity in this area. The Center Village Overlay District is intended to be a place where residents and visitors may visit and enjoy dining and retail establishments to complement their visit to the Town's municipal facilities, such as the Library, Town Hall and Community/Senior Center. To this end, the use and appearance of designated buildings in the Center Village Overlay District are important to the success of the Town's plans for the area, since these spaces define the ambiance and character of the area for pedestrians. The types of uses which would enhance the District include small-scale restaurants, cafes, bakeries, coffee shops and boutiques.

The Center Village Overlay District shall enhance the economic vitality of the Center Village by offering a needed mix of dining, retail and personal service establishments to residents and visitors. The Center Village Overlay District shall be a unique and identifiable place, landmark and destination for residents and visitors, and shall be readily understood to be part of the "heart of Lancaster". The district shall be well connected to the surrounding neighborhoods to encourage convenient pedestrian and bicycle access.

#### C. Permitted uses.

Those uses permitted in the underlying zoning district shall be permitted in the CVOD, together with the following:

- Restaurants with no drive-in/drive-up facilities or entertainment
- Day camp accessory to a permitted use

But excepting the following, which are *not permitted*:

- Raising or keeping of poultry or livestock
- Outdoor storage of unregistered motor vehicles, unoccupied mobile homes, or commercial vehicles
- Mobile home for temporary dwelling purposes
- Boarding, training or veterinary care of animals
- Seasonal cottages or camping grounds

New uses allowed as of right, by special permit, or by lawful change of a nonconforming use, may only be allowed if the use is located within an existing structure, and does not reduce the number of available parking spaces on the site. Site plan review (Article X – Environmental Controls) is required for commercial and office uses.

Additions to gross floor area may be approved by the Building Commissioner for:

1. Architectural features which do not add usable area to a structure, such as chimneys, balconies, stairways, wing walls, bay windows, sills, pilasters, lintels, cornices, eaves, gutters, awnings, and steps, provided such architectural features do not extend more than 5 feet from the existing structure.
2. Structural features which do not add usable area to a structure, such as elevators, wheelchair ramps, and fire escapes (side and rear yard only), provided such structural features are the minimum necessary to serve the purpose for which they are intended.
3. Terraces and patios, uncovered decks and stoops, or similar features, provided that such features shall not extend above the height of the ground floor level of the structure.

D. Special permit uses.

Those uses allowed by special permit in the underlying zoning district shall be allowed by special permit in the CVOD, and in addition the following uses shall be allowed by special permit in the CVOD:

- Retail stores; craft, consumer, professional or commercial establishments dealing directly with the general public
  - Outdoor storage or display of goods
  - Commercial indoor amusement or recreation place or place of assembly
  - Health and fitness center
  - Medical clinics
  - Other offices, banks
  - Manufacture, assembly, packaging or treatment of goods sold or handled on the premises in connection with the principle use
  - Retail sales or restaurant as an accessory use to a permitted principle use
1. Any addition of gross floor area, or any reduction in the number of available parking spaces on the site, shall require a special permit under this section if the proposed parking does not meet the numerical minimum required by Article VI (Required Off-Street Parking).
  2. A single building may contain a restaurant use and another principal use permitted by right or by special permit upon issuance of a special permit from the Planning Board.

E. Design controls.

All proposed projects shall be subject to Section 220-35 (Design Guidelines) of the Lancaster Zoning Bylaw, as adopted and from time to time amended by the Planning Board.

**ARTICLE 14**  
**Planning Board**

To see if the Town will vote to amend § 220-53.B so that it reads as follows, or act otherwise in relation thereto.

- “B. Inconsequential change. Existing legally nonconforming lots, whether built upon or not, may be changed in shape or combined provided that the change does not thereby increase the number of potential building lots, or create or increase a nonconformity, as noted by the Planning Board in reviewing a plan submitted for endorsement that approval under the Subdivision Control Law is not required, or otherwise. Making such change shall not terminate the protection from current requirements provided in MGL c. 40A or in this bylaw.”

**ARTICLE 15**  
**Department of Public Works**

To see if the Town will vote to transfer the care, custody, and control of the parcel of land located on Packard Street, Map 34, Parcel 107, 86 feet wide and 140 feet in depth, from such board and for such purpose as they are presently held to the Board of Public Works for disposition by sale or lease pursuant to the provisions of M.G.L. Chapter 30B, Section 16 upon such terms and conditions as the Board of Public Works deems to be in the best interest of the Town, and further to authorize the Board of Public Works to take such actions and execute such documents and agreements as are necessary to effectuate the purpose of this article; or act in any manner relating thereto.

**ARTICLE 16**  
**Conservation Commission**

To see if the Town will vote to transfer the care, custody, and control of the following two parcels of land from such board and for such purpose as they are presently held to the Conservation Commission for conservation purposes pursuant to the provisions of M.G.L. Chapter 40, Section 8C, and by such transfer restrict, designate, and dedicate such land for conservation purposes so that the land shall be protected under Article 97 of the Amendments to the Massachusetts Constitution; or act in any manner relating thereto:

<u>Assessors' Map and Parcel</u>	<u>Street Address</u>	<u>Size (Ac)</u>	<u>Deed Book/Page</u>
14-0018.0	Rear Lunenburg Road	9.00±	5013/437
18-0065.0	Rear Lunenburg Road	15.00±	43644/68

**ARTICLE 17**  
**Conservation Commission**  
**Town Forest Committee**

To see if the Town will vote to transfer the care, custody, and control of the following two parcels of land from such board and for such purpose as they are presently held to the Conservation Commission for conservation purposes pursuant to the provisions of M.G.L. Chapter 40, Section 8C, and by such transfer restrict, designate, and dedicate such land for conservation purposes so that the land shall be protected under Article 97 of the Amendments to the Massachusetts Constitution, said parcels to be managed by the Town Forest Committee under the direction of the Conservation Commission; or act in any manner relating thereto:

<u>Assessors' Map and Parcel</u>	<u>Street Address</u>	<u>Size (Ac)</u>	<u>Deed Book/Page</u>
33-0082.0	Old County Road	20.00±	50448/236
33-0082.A	Old County Road	0.574±	50448/236

Page 10 of 12



**ARTICLE 18**  
**Citizen's Petition**

To see if the Town of Lancaster Massachusetts will vote a certain network of roadway rights of ways, in their entirety, with associated roadway improvements, sewer, water and drainage infrastructure located therein all being situated within Eagle Ridge Estates located on the northerly side of Sterling road and westerly side of George Hill Road in Lancaster, Worcester County, Massachusetts and more particularly described as follows:

Four certain roadway rights of ways identified as:

**Mary Catherine Drive**, a 60-foot wide right of way commencing on the east side of Sterling Road, a public right of way, and extending northeasterly then northerly 3,447 feet, more or less, to its terminus and intersection with the Nicholas Drive right of way line and containing 4.76 acre, more or less, all as shown in detail on plans entitled "Definitive Subdivision Plan, Eagle Ridge Estates, Lancaster, Massachusetts, prepared for New Birchwood III Corp., Property of Rowlandson Estates Realty Trust, prepared by Seltec Engineering Inc., dated July 17, 1998", and recorded with Worcester District registry of Deeds in Plan Book 767, Plan 1 (Sheets 1-26) (the "Subdivision Plan").

**Shannon Way**, a 40-foot wide right of way commencing on the southeast right of way line of Mary Catherine Drive and extending southeasterly 985 feet, more or less, terminating in a cul-de-sac having right of way radius of 80.00 feet and contain 1.20 acre, more or less, all as shown in detail on plan entitled "Definitive Subdivision Plan, Eagle Ridge Estates, Lancaster, Massachusetts, prepared for New Birchwood III Corp., Property of Rowlandson Estates Realty Trust, prepared by Seltec Engineering Inc. dated July 17, 1998", and recorded with Worcester District Registry of Deeds in Plan Book 767, Plan 1 (sheets 1-26) (the "Subdivision Plan").

**Nicholas Drive**, a variable width right of way, in-part 60 foot wide (4,100 feet more or less), in-part 40 foot wide (980 feet more or less) commencing on the west side of Mary Catherine Drive and extending westerly, then northerly, then easterly, then southerly and then again easterly 5,240 feet, more or less, terminating with cul-de-sac having a right of way radius of 80.00 feet and containing 7.02 acre, more or less, all as shown in detail on plans entitled "Definitive Subdivision Plan, Eagle Ridge Estates, Lancaster, Massachusetts, prepared for New Birchwood III Corp., Property of Rowlandson Estates Realty Trust, prepared by Seltec Engineering Inc., dated July 17, 1998", and recorded with Worcester District Registry of Deeds in Plan Book 767, Plan 1 (Sheets 1-26)(the "Subdivision Plan").

**Lindsey Way**, a 40-foot wide right of way commencing on the easterly right of way line of Nicholas Drive and extending easterly, then southeasterly 390 feet, more or less, and returning to and terminating on the westerly right of way line of Nicholas Drive and containing 0.37 acre, more or less, all as shown in detail on plans entitled "Definitive Subdivision Plan, Eagle Ridge Estates, Lancaster, Massachusetts, prepared for New Birchwood III Corp., Property of Rowlandson Estates Realty Trust, prepared by Seltec Engineering Inc., dated July 17, 1998", and recorded with Worcester District Registry of Deeds in Plan Book 767, Plan 1 (Sheets 1-26)(the "Subdivision Plan").

TOGETHER WITH:

**Parcel B**, with improvements thereon, containing 17,724 sq. ft., and shown on plan entitled "Plan of Land Eagle Ridge Estates, Lancaster, Massachusetts, prepared for Melanson Brothers Inc., Property of Eagle Estates, LLC" recorded with Worcester District Realty of Deeds in Plan Book 794, Plan 93. Said Parcel is conveyed with the Wildlife Corridor Easement as shown on said plan.

TOGETHER WITH:

**Lot 110, “Not to be considered a building lot”, containing 14,000 sq. ft., and shown on a plan entitled “Definitive Subdivision Plan, Eagle Ridge Estates, Lancaster, Massachusetts, prepared for New Birchwood III Corp., Property of Rowlandson Estates Realty Trust, prepared by Seltec Engineering Inc. dated July 17, 1998”, and recorded with Worcester District Registry of Deeds in Plan Book 767, Plan 1 (Sheets 1-26)(the “Subdivision Plan”).**

*The Planning Board does not recommend passage of this article*

<p style="text-align: center;"><b>ARTICLE 19</b> <b>Citizens’ Petition</b></p>
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To see if the Town of Lancaster, Massachusetts will vote a certain roadway right of way, in its entirety, with associated roadway improvements, water and drainage infrastructure and open space access located on the easterly side of Main Street/Route 117 in Lancaster, Worcester County, Massachusetts and more particularly described as follows:

One certain roadway right of way identified as:

**Devonshire Way**, a 40-foot wide right of way commencing on the easterly side of Main Street/Route 117, a public right of way, and extending generally westerly 2,650 feet, more or less, to terminating in a cul-de-sac with a 59 foot radius, with the entire roadway having an area of 3.36 acres, as shown in detail on plans entitled “Definitive Subdivision Plan”, Devonshire Estates, Lancaster, Massachusetts, prepared for Lancaster Development Trust, prepared by Ducharme and Dillis Civil Design Group, Inc. dated March 19, 2008 and recorded with the Worcester District Registry of Deeds, dated June 16, 2008 in Plan Book 868, Plan 45(sheets 1-7).

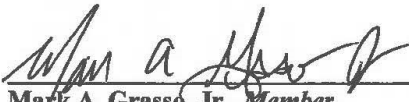


And you are directed to serve this Warrant by posting up attested copies thereof at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House and the Town Hall, in said Town seven days at least before the time for holding said meeting. Hereof fail not and make due return of the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


**SELECTMEN OF LANCASTER**

  
Stanley B. Starr, Jr., Chairman

  
Walter F. Sendrowski, Clerk

  
Mark A. Grasso, Jr., Member

Date of Execution 4/18/17

CONSTABLE'S CERTIFICATION	
I hereby certify under the pains and penalties of perjury that I posted an attested copy of this Warrant at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Town Hall on the date attested. I further certify that this Warrant was posted in accordance with the By-laws of the Town of Lancaster and the provisions of M.G.L. c.39, §10.	
Attest:	
 Constable Signature	
<u>Lyle W Pierce</u> Print	Date: <u>4-18-17</u>

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.

**TOWN MEETING**  
**LANCASTER MASSACHUSETTS**  
**Mary Rowlandson Elementary School**  
**May 1, 2017**

**Abbreviated Notes**

The Town Meeting was called to order at 7:06 p.m. by Moderator William E. O'Neil, Jr. A total of 301 registered voters and 14 non-voting guests were signed in by Registrars Mary Perreira, and Elizabeth Cahill. Assistant Town Clerk Dianne Reardon also assisted at the check-in table. Moderator O'Neil led the Pledge of Allegiance.

Mr. O'Neil then gave special mention of those members of the Town who passed in the prior year, including:

Victor Koivumaki

Frank Collins

Virginia Collins

Mary Paquette

Sandra Marie Baird

John Sonia

Moderator O'Neil then recognized Stanley Starr, who explained the initiative from the Board of Selectmen entitled the "Citizens Award", with the first presentations happening at this Meeting.

Mr. James Ford and Mrs. Martha Ford were acknowledged as a couple who dedicated decades to the Town and described as "unapologetically Lancaster". They have over 51 years of service on Boards and Committees, including Democratic Town Committee, Board of Selectmen, and Recreation Committee. It was also noted that due to their grant writing skills, they received funding from the Department of Housing and Community Development to establish the role of full time Town Administrator. They were then lauded as "consensus builders" and an example of civic engagement in the Town.

Ms. Emily J. Rose then introduced Frank MacGrory mentioning that many residents met “Mr. MacGrory as students in the Lancaster School system. After graduating from the Rhode Island School of Design, he came to Lancaster and had taught for 37 years. He has been a member of the Thayer Memorial Library Trustees, a position he has held for 37 years as of the date of Town Meeting, including the role of Chairman. As an advocate for the Library, he has worked on committees to oversee expansion and renovation, as well as the reorganization of the Library Museum. He has also worked on the Committee for the 150<sup>th</sup> Anniversary celebration for the Library. In addition to this, he was chosen the Chair of the Town’s 350<sup>th</sup> Anniversary Celebration, and has been a member of the Council on Aging for 8 years, and Housing Authority for 16 years and continues to serve in that capacity. He’s also been either a Registrar and/or Election Worker for various Town and State Elections for over 38 years.

Mr. Starr then presented David Dunn with the Award, mentioned his service to the Town including serving on the Board of Selectmen, Finance Committee, Board of Health, Community Center Renovations, Town Green Committee, and Energy Commission. Dunn and Company was also credited with producing and printing the Town Report, as well as assisting many non-profit organizations throughout the years.

Mr. Starr thanked the audience for their warm reception of the recipients and then turned the floor over to the Moderator.

Moderator O’Neil introduced the Town Officials sitting on the stage: Brian Mazur, Attorney for Kopelman and Paige, Town Clerk, Mary de Alderete, Finance Director, Cheryl Gariepy, Acting Town Administrator, Orlando Pacheco, Walter Sendrowski, Clerk Board of Selectmen, Stanley Starr, Jr, Chairman of Board of Selectmen, Mark Grasso, Board of Selectmen, Jay Riley, Finance Committee Chair, and Members of the Finance Committee, Susan Thompson, Michelle Vasquez, David DiTullio, and Emily Kerrigan.

Mr. O’Neil then stated that unless there was an objection, he would like to dispense with the reading of the Warrant. There being no objections, the warrant articles were then called in order.

**Article 1 – (Majority vote required)**

Mr. Starr (Riley seconded) moves to appropriate One Hundred Fifty Thousand Dollars from Free Cash to the Capital Stabilization Fund as printed in the warrant. ***Motion carries.***

**Article 2 – (Two thirds vote required)**

Mr. Sendrowski moves (Riley seconded) to approve the Fiscal Year 2018 Capital expenditures as printed in the warrant, with one exception, the Police Cruiser amount is amended to \$70,138.91.

***Motion carries and declared a 2/3 vote by the Moderator.***

**Article 3 - (Majority vote required)**

Mr. Grasso moves (Riley seconded) to approve the Fiscal Year 2018 Operating Budget as filed with the Town Clerk. ***Motion carries.***

**Article 4 - (Majority vote required)**

Mr. Starr moves (Riley seconded) to approve the Fiscal Year 2018 Water Department budget as printed in the warrant. ***Motion carries unanimously.***

**Article 5 - (Majority vote required)**

Mr. Sendrowski moves (Riley seconded) to request Twenty Thousand Dollars from the FY2018 Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program. ***Motion carries unanimously.***

**Article 6 - (Two thirds vote required)**

Mr. Grasso moves (Riley seconded) to authorize the Board of Selectmen to enter into lease purchase agreement for the purchase of a Fire Ladder Truck as printed in the Warrant. ***Motion carries and declared a 2/3 vote by the Moderator.***

**Article 7 - (Majority vote required)**

Mr. Starr moves (Riley seconded) to approve the Fiscal Year 2018 revolving funds as printed in the warrant, with the one exception of line item "Community Center" amount is amended to \$35,000.

***Motion carries unanimously.***

**Article 8 - (Majority vote required)**

Mr. Sendrowski moves (Riley seconded) to appropriate \$145,000 Dollars from the Renewable Energy Enterprise Fund to finance the operation of the Landfill Solar Array for FY2018 as printed in the warrant. ***Motion carries unanimously.***

**Article 9 - (Majority vote required)**

Mr. Grasso (Riley seconded) moves to transfer \$311,911.00 Dollars from available funds for authorized road improvements and other projects provided for under Chapter 90 Local Transportation Aid. ***Motion carries unanimously.***

**Article 10 - (Majority vote required)**

Mr. Starr (Riley seconded) to transfer \$151,000 Dollars from Free Cash to the Other Post Employment Benefits Trust as printed in the warrant. ***Motion carries unanimously.***

**Article 11- (Majority vote required)**

Mr. Sendrowski (Riley seconded) moves to transfer \$500,000 Dollars from Free Cash to the Stabilization Fund, for the purpose of setting up Minuteman Regional debt payment. ***Motion carries.***

**Article 12 - (Two thirds vote required).**

Mr. Grasso (Riley seconded) moves to amend the Lancaster Zoning Bylaw as printed in the Warrant. Mr. Lawler read the Planning Board report into the Record.

After discussion, Mr. Dunn moved the question, seconded from the floor. ***Motion to move the question carries.***

Teller Count for Original Motion: 210 YES      54 NO

***Motion carries and declared a 2/3 vote by the Moderator.***

**Article 13** - (Two thirds vote required).

Mr. Starr (Riley seconded) to amend the Lancaster Zoning Bylaw as printed in the Warrant. Mr. Lawler read the Planning Board report into the Record.

After discussion, Mr. Riley moved the question, Leone seconded. ***Motion to cut off debate carries.***

Teller Count for Original Motion: 154 YES 100 NO

***Motion fails.***

Mr. Riley moves to reconsider, seconded by Leone.

Teller Count for Reconsideration: 141 YES 112 NO

***Motion to reconsider carries.***

After a short discussion, Mr. Riley moves the question, seconded from the floor. ***Motion to move the question carries.***

Teller Count for Original Motion: 156 YES to 104 NO.

***Original Motion fails for the second time.***

**Article 14** – (Two thirds vote required).

Mr. Sendrowski (Riley seconded) moves to amend the Lancaster Zoning Bylaw as printed in the Warrant. Mr. Lawler read the Planning Board report into the Record. ***Motion carries and declared a 2/3 vote by the Moderator.***

**Article 15** - (Two thirds vote required).



Mr. Grasso (Riley seconded) that the parcel of land located on Packard Street, having been deemed surplus by the Board of Public Works, be transferred to the Board of Public Works for the purpose of disposition as printed in the warrant. (Two-thirds vote required) ***Motion carries and declared a 2/3 vote by the Moderator.***

**Article 16** - (Two thirds vote required).

Mr. Starr (Riley seconded) that the parcels of land located on Lunenburg Road be transferred to the Conservation Commission for conservation purposes pursuant to the provisions of M.G.L. Chapter 40, Section 8C as printed in the warrant. ***Motion carries and declared a 2/3 vote by the Moderator.***

**Article 17** - (Two thirds vote required).

Mr. Sendrowski (Riley seconded) moves that the parcels of land located on Old County Road be transferred to the Conservation Commission for conservation purposes pursuant to the provisions of M.G.L. Chapter 40, Section 8C as printed in the warrant. ***Motion carries and declared a 2/3 vote by the Moderator.***

As the remaining Articles require a majority vote, the Moderator requested a count of voters in the Auditorium to compare with the number signed in. 281 registered voters were counted.

**Article 18** – (Majority vote required)

Citizens Petition. Mr. Hans Kivijarv (Leone seconded) moves that the Town vote to accept as a public town way the roads at Eagle Ridge: Mary Catherine Drive, Shannon Way, Nicolas Drive, and Lindsey Way as described in the warrant, as it has been laid out by the Board of Selectmen in the manner shown on the plan entitled “Definitive Plan, Eagle Ridge Estates”, Lancaster, Massachusetts, prepared by Seltec Engineering, Inc., dated, July 17, 1998, a copy of said plan having been placed on file with the Town Clerk as required by law; and to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, such interests in land as are necessary to provide for the use and maintenance of said way for all purposes for which public ways are used in the Town of Lancaster. Mr. Lawler read the Planning Board report into the Record. Mr. Kivijarv noted that the article excluded pump stations unlike the printed version, but Counsel stated that the article did not need to be amended.

Mr. Doyle moved the question, seconded from the floor. ***Motion to move the question unanimously carries.***

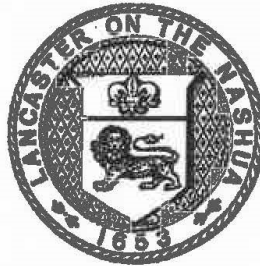
***Motion carries.***

**Article 19 – (Majority vote required)**

Citizens Petition. Mr. Alvarez-Backus (Leone seconded) moves that the Town vote to accept as a public town way Devonshire Way as described in the warrant, as it has been laid out by the Board of Selectmen in the manner shown on the plan entitled “Definitive Subdivision Plan Devonshire Estates”, Lancaster, Massachusetts prepared for Lancaster Development Trust prepared by Ducharme and Denis Civil Design Group, dated March 19, 2008, a copy of said plan having been placed on file with the Town Clerk as required by law; and to authorize the Board of Selectment to acquire by gift, purchase, or eminent domain, such interests in land as are necessary to provide for the use and maintenance of said way for all purposes for which public ways are used in the Town of Lancaster. The plan referenced in the Article should be filed with the Town Clerk. ***Motion carries.***

There being no further business, Mr. Riley moved to dissolve the Annual Town Meeting, seconded by Ms. Leone at 10:03 PM.

**TOWN OF LANCASTER  
MASSACHUSETTS**



**WARRANT  
for the  
2017 SPECIAL  
TOWN MEETING**

**Mary Rowlandson Elementary School Auditorium  
103 Hollywood Drive, Lancaster, Massachusetts**

**Beginning Monday, October 2, 2017 at 7:00 P.M.**

**WARRANT FOR  
SPECIAL TOWN MEETING  
October 2, 2017  
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 **Mary Rowlandson Elementary School Auditorium, 103 Hollywood Drive, in said Lancaster on Monday, the Second day of October, 2017, at 7:00 o'clock in the evening, then and there to act on the following Articles:**

**ARTICLE 1  
Amend Fiscal Year 2018 Operating Budget  
Finance Committee  
Board of Selectmen**

To see if the Town will vote to amend the vote taken under Article 3 of the May 1, 2017 Annual Town Meeting warrant appropriating funds to defray the expenses of the Town for the Fiscal Year beginning July 1, 2017, and, as necessary therefore, to raise, appropriate, transfer from available funds, 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.

**ARTICLE 2  
Fiscal Year 2018 Capital Expenditures  
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. Prescott Building**

Amount:	\$100,000
Funds to be expended by:	Board of Selectmen
Purpose:	Moving expenses for Town Hall into Prescott Building
Funding Sources:	Free Cash

<b>b. Bartlett Pond Dam</b>	
Amount:	\$75,000
Funds to be expended by:	Board of Selectmen
Purpose:	Design of Trail System
Funding Source:	Raise and Appropriate
<b>c. Neck Road Water Main</b>	
Amount:	\$100,000
Funds to be expended by:	Board of Public Works
Purpose:	Design, Engineering, Permitting and Construction
Funding Source:	Water Retained Earnings
<b>d. New Water Source</b>	
Amount:	\$50,000
Funds to be expended by:	Board of Public Works
Purpose:	Design, Engineering and Permitting
Funding Source:	Water Retained Earnings
<b>e. Tree Removal</b>	
Amount:	\$10,000
Funds to be expended by:	Board of Selectmen
Purpose:	Tree Cutting
Funding Source:	Free Cash

**ARTICLE 3**  
**Finance Committee**  
**Board of Selectmen**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be deposited by the Town Treasurer/Collector, with the approval of the Board of Selectmen, in the Town's Other Post-Employment Benefits (OPEB) or act in any manner relating thereto.

**ARTICLE 4**  
**Solar Enterprise**  
**Finance Committee**  
**Board of Selectmen**

To see if the Town will vote to rescind the authorization for unissued debt that has been determined is no longer needed for the completion of various projects; or otherwise act thereon.

**Article 5**  
**Pay Bills of Prior Fiscal Year**  
**Finance Committee**  
**Board of Selectmen**

To see if the Town will vote to transfer Eight Thousand and Eight Hundred Ninety-Five Dollars and Fifty-Three Cents (\$8,895.53) from available funds to pay an unpaid bills from Fiscal Year 2017 (detail below), or act in a manner relating thereto.

<u>Department</u>	<u>Vendor</u>	<u>Amount</u>	<u>Date</u>	<u>Purpose</u>
Legal	KP Law	\$4,508.20	5/24/17	Town Counsel
Lancaster Water Department	National Grid	\$4,387.33	6/02/17	Electric Bill

**Article 6**  
**Local Option Meals Tax**  
**Finance Committee**  
**Board of Selectmen**

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 64L, Section 2(a) to impose a local meals excise tax at the statutory rate of three-quarters of a percent (0.75%), on the sale of restaurant meals originating with the Town; or act in a manner relating thereto.

**Article 7**  
**Local Option Room Occupancy Excise**  
**Finance Committee**  
**Board of Selectmen**

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 64G, Section 3A to impose a local room occupancy excise tax, or act in a manner relating thereto.

**ARTICLE 8**  
**Sale/Conveyance of Building – Memorial Elementary School**  
**Board of Selectmen**

To see if the Town will transfer to the Board of Selectmen, for the purpose of sale, the care and custody of the **Memorial Elementary School**, located on 695 Main Street, Lancaster and shown on the Lancaster Assessors' Maps as map 31, parcel 94, for the purposes of renting, conveying, or otherwise disposing of said property , and to authorize the Board of Selectmen to rent, convey, or otherwise dispose of said property in accordance with such terms and conditions as are determined by the Board of Selectmen to be in the best interest of the Town ; or act in any manner relating thereto



**ARTICLE 9**  
**Sale/Conveyance of Building – Town Hall**  
**Board of Selectmen**

To see if the Town will transfer to the Board of Selectmen, for the purpose of sale, the care and custody of the **Town Hall**, located on 695 Main Street, Lancaster and shown on the Lancaster Assessors' Maps as map 31, parcel 94, for the purposes of renting, conveying, or otherwise disposing of said property, and to authorize the Board of Selectmen to rent, convey, or otherwise dispose of said property in accordance with such terms and conditions as are determined by the Board of Selectmen to be in the best interest of the Town; or act in any manner relating thereto

**ARTICLE 10**  
**Sale/Conveyance of Vacant Land – Fort Pond Road**  
**Board of Selectmen**

To see if the Town will transfer to the Board of Selectmen, for the purpose of sale, the care and custody of approximately 2.46 acres, more or less, of the town owned land located westerly of Lancaster Road in Shirley, MA and northerly of Fort Pond Road, Lancaster, MA and shown on the Assessors' Maps as parcel 2, for the purposes of renting, conveying, or otherwise disposing of said property, and to authorize the Board of Selectmen to rent, convey, or otherwise dispose of said property in accordance with such terms and conditions as are determined by the Board of Selectmen to be in the best interest of the Town; or act in any manner relating thereto

**ARTICLE 11**  
**Sale/Conveyance of Vacant Land – Packard Street**  
**Board of Selectmen**

To see if the Town will transfer to the Board of Selectmen, for the purpose of sale, the care and custody of approximately 0.249 acres more or less of the town owned land located, also known as 0 Packard Street, and shown on the Assessors' Maps as map 34, parcel 147, lot 107, for the purposes of renting, conveying, or otherwise disposing of said property, and to authorize the Board of Selectmen to rent, convey, or otherwise dispose of said property in accordance with such terms and conditions as are determined by the Board of Selectmen to be in the best interest of the Town; or act in any manner relating thereto

**ARTICLE 12**  
**Land Purchase for Conservation Purposes**  
**Conservation Commission**  
**Town Forest Committee**

To see if the Town will vote to raise and appropriate, and/or transfer from available funds, a sum not to exceed \$61,000.00 to be expended by the Lancaster Conservation Commission in accordance with the authority granted to it under Massachusetts General Laws, Chapter 40, Section 8C, by and on behalf of the Town of Lancaster, for the total cost to acquire, through purchase of the fee interest, that certain tract of land totaling 26.8 acres, more or less, located at 0 Old County Road in Lancaster, identified as 029-0022.0 on the Lancaster Assessor's Maps, being that land described in a deed recorded with the Worcester Registry of Deeds in Book 15221 at Page 130, including costs incidental and related thereto, for conservation and passive recreation purposes, said land to be held in the care, custody, management and control of the Lancaster Conservation Commission thereafter; and further to authorize the Conservation Commission or its designees to apply for, accept, and expend on behalf of the Town such other funds as may be provided to pay for all or a portion of the costs of acquiring said tract of land, including but not limited to grants and/or reimbursement from the Commonwealth of Massachusetts under the

Page 4 of 7

Local Acquisitions for Natural Diversity (LAND) grant program (Massachusetts General Laws Chapter 132A, Section 11), provided, however, that said acquisition is conditional upon the Town receiving a LAND grant for said acquisition in the amount of 66% of the total cost of the purchase; and to authorize the Conservation Commission and Board of Selectmen to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Lancaster to effect said acquisition; or take any other action relative thereto.

#### **ARTICLE 13**

#### **Temporary Moratorium on Recreational Marijuana Retailers Zoning Board of Appeals**

To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new Section 78, **TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA RETAILERS** that would provide as follows, and further to amend the Table of Contents to add Article XVIII, "Temporary Moratorium on Recreational Marijuana Retailers."

#### **Purpose**

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana, took effect on December 15, 2016 and (as amended on December 30, 2016 by Chapter 351 of the Acts of 2016 and thereafter, on July 28, 2017, by Chapter 55 of the Acts of 2017) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses no later than April 1, 2018.

Currently under the Lancaster Zoning Bylaw, a non-medical Marijuana Retailer (hereinafter, a "Marijuana Retailer"), as defined in G.L. c. 94G, Section 1, is not specifically addressed in the Zoning Bylaw. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Marijuana Retailers.

The regulation of recreational marijuana raises novel legal, planning and public safety issues, and the Town needs time to study and consider the regulation of Marijuana Retailers and address such issues, as well as to address the potential impact of the State regulations on local zoning.

The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Marijuana Retailers that sell marijuana and marijuana-related products to the general public, so as to allow sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

#### **Definition**

"Marijuana Retailer" shall mean "an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell, or otherwise transfer marijuana and marijuana products to consumers."

For the purposes of this bylaw, the term "Marijuana Retailer" does not apply to a marijuana cultivator, independent testing laboratory, or marijuana product manufacturer that may deliver or transfer marijuana products to other marijuana establishments, but not to consumers nor to any establishment engaged in the delivery or transfer of Medical Marijuana for lawful purposes.

### Temporary Moratorium

For the reasons set forth above and notwithstanding any other provisions of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Marijuana Retailer. The moratorium shall be in effect through December 31, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission's regulations regarding Marijuana Retailers, and shall consider adopting new Zoning Bylaws in response to these new issues.

Or take any action relative thereto.

**ARTICLE 14**  
**Amending Water Withdrawal Bylaw – Definition of Surface Water Body**  
**Conservation Commission**

To see if the Town will vote to amend the General Bylaws, Chapter 212, Water Withdrawal, §212-2, Definitions, by inserting therein the bold underlined language as shown herein:

**Surface Water Body**

Any lakes, reservoirs, and ponds of any size, and any rivers, streams, brooks and creeks, whether perennial or intermittent, as are subject to the jurisdiction of the Conservation Commission under the Lancaster Wetlands Protection Bylaw[1]; **provided, however, that human-made bodies of open water excavated from upland areas in currently active quarries, or quarries inactive for no more than five consecutive years, shall be subject to the requirements of the Lancaster Water Withdrawal Bylaw.**

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**

Stanley B. Starr, Jr.  
Stanley B. Starr, Jr., Chairman

Walter F. Sendrowski  
Walter F. Sendrowski, Clerk

Mark A. Grasso, Jr., Member

CONSTABLE'S CERTIFICATION	
<i>I hereby certify under the pains and penalties of perjury that I posted an attested copy of this Warrant at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Town Hall on the date attested. I further certify that this Warrant was posted in accordance with the By-laws of the Town of Lancaster and the provisions of M.G.L. c.39, §10.</i>	
Attest:	
<u>Mary de Alderete</u>	
Constable Signature	
<u>Mary de Alderete</u>	
Print	
Date:	<u>Sept 18, 2017</u>

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**  
**Mary Rowlandson Elementary School**  
**October 2, 2017**

**Abbreviated Notes**

The Special Town Meeting was called to order at 7:00 p.m. by Moderator William E. O’Neil, Jr. A total of 121 registered voters and 13 non-voting guests were signed in by Registrars Mary Perreira, and Elizabeth Cahill. Assistant Town Clerk Dianne Reardon also assisted at the check-in table. Moderator O’Neil asked that the assembly stand to recite the Pledge of Allegiance.

Moderator O’Neil introduced the Town Officials sitting on the stage: Town Clerk, Mary de Alderete, Finance Director, Cheryl Gariepy, Town Administrator, Orlando Pacheco, Walter Sendrowski, Clerk Board of Selectmen, Stanley Starr, Jr, Chairman of Board of Selectmen, Mark Grasso, Board of Selectmen, Jay Riley, Finance Committee Chair, and Members of the Finance Committee, David DiTullio, Michelle Vasquez, Emily Kerrigan, and D. Susan Thompson.

Mr. O’Neil then asked for a moment of silence for Mr. Theodore R. Manning, who passed in the prior year, and had been involved in seven different Boards/Committees over an eleven year period, including the Green Advisory Committee, Conservation Commission, Recreation Committee, Open Space and Recreation Committee, Department of Public Works (as Clerk) and, Associate Member of the Thayer Field Campus Committee.

**Article 1      Amend Fiscal Year 2018 Operating Budget (Majority vote required)**

Mr. Starr (Riley seconded) that the Town amend the vote taken under Article 3 of the May 1, 2017 Annual Town Meeting Warrant appropriating funds to defray the expenses of the Town for Fiscal Year beginning July 1, 2017 to \$20,465,986.00 which is a reduction of \$100,495.00. ***Motion carries unanimously.***

**Article 2      Approve Fiscal Year 2018 Capital Expenditures (Simple Majority vote required)**

Mr. Sendrowski (Riley seconded) moves to approve the Fiscal Year 2018 Capital Expenditures as printed in the Special Town Meeting Warrant, with two (2) exceptions, Bartlett Pond Dam changed from Raise and Appropriate to “Free Cash”, and on Tree Removal, funding source changed from “Free Cash” to Raise and Appropriate.

Jennifer Latham of Packard Street motioned (seconded from the floor) that each portion of the article be voted individually.

**MOTION TO AMEND AND VOTE EACH LINE ITEM CARRIES**

Jen Leone moves in the language of the Article (seconded from the floor) to approve the Prescott Building moving expenses of \$100,000 for Town Hall.

a.      Prescott Building	
Amount:	\$100,000
Funds to be expended by:	Board of Selectmen
Purpose:	Moving expenses for Town Hall into Prescott Building
Funding Sources:	Free Cash

**MOTION CARRIES**



Jen Leone moves in the language of the Article (seconded from the floor) to appropriate from free cash \$75,000 for the Trail Design System at Bartlett Pond Dam.

b. Bartlett Pond Dam	
Amount:	\$75,000
Funds to be expended by:	Board of Selectmen
Purpose:	Design of Trail System
Funding Source:	<del>Raise and Appropriate</del> Free Cash

**MOTION CARRIES**

Jen Leone moves (seconded from the floor) in the language of the Article to move from Water Retained Earnings \$100,000 for the Neck Road Water Main.

c. Neck Road Water Main	
Amount:	\$100,000
Funds to be expended by:	Board of Public Works
Purpose:	Design, Engineering, Permitting and Construction
Funding Source:	Water Retained Earnings

**MOTION CARRIES**

Jen Leone move (seconded from the floor) in the language of the Article to use \$50,000 from Water Retained Earnings for the New Water Source.

d. New Water Source	
Amount:	\$50,000
Funds to be expended by:	Board of Public Works
Purpose:	Design, Engineering and Permitting
Funding Source:	Water Retained Earnings

### MOTION CARRIES

Mr. Pacheco clarified that the Tree Removal cost was for trees in the Cemetery. Alexandra Turner questioned whether money would be set aside for replanting. Mr. Pacheco noted that until the trees were down, it could not be determined whether that would be appropriate or not. Michael Sczerzan, and Chair of the Historical Commission, spoke in favor of the article.

Jen Leone moves (Riley seconded) in the language of the Article to Raise and Appropriate \$10,000 for Tree Removal.

e. Tree Removal	
Amount:	\$10,000
Funds to be expended by:	Board of Selectmen
Purpose:	Tree Cutting
Funding Source:	<del>Free Cash</del> Raise and Appropriate

### MOTION CARRIES

**Article 3      Raise and appropriate, borrow or transfer from available funds a certain sum of money to Other Post-Employment Benefits (OPEB) (Majority vote required)**

Mr. Grasso (Starr seconded) moves to transfer \$375,000 from Water Retained Earnings and \$116,838 from Free Cash, for a total of \$491,838.00 for the purposes of OPEB. ***Motion carries.***

**Article 4      Solar Enterprise - Rescind the unissued debt (Majority vote required)**

Mr. Starr (Leone seconded) moves to rescind the unissued balance for the Solar Enterprise in the amount of \$516,000.

***Motion carries unanimously.***

**Article 5      Approve Prior Fiscal Year Bills (Nine-Tenths Majority vote required)**

Mr. Sendrowski (Riley seconded) moves to approve \$8,895.53 from Current Year FY2018 Budget to pay the unpaid bills of a prior year, as presented in the Special Town Meeting Warrant. ***Motion carries unanimously.***

**Article 6      Approve Local Option Meals Excise (Majority vote required)**

Mr. Grasso (Riley seconded) moves that the Town accept the provisions of Massachusetts General Laws Chapter 64L, Section 2(a) authorizing the Town to impose a local sales tax at the statutory rate of three-quarters of a percent (0.75%) on the sale of restaurant meals originating with the Town.

After discussion, Susan Smiley moves (seconded from the floor) to table the question until more specificity could be obtained about possible impact to the Town.

Teller Count for tabling Article: 47 YES      68 NO

**MOTION TO TABLE ARTICLE FAILS**

**ORIGINAL MOTION CARRIES**

**Article 7      Approve Local Option Room Occupancy Excise (Majority vote required)**

Mr. Starr (Riley seconded) moves that the Town accept the provisions of Massachusetts General Laws Chapter 65G, Section 3A authorizing the Town to impose a local excise tax upon the transfer of occupancy of any from or rooms in a bed and breakfast establishment, hotel, lodging house or motel located within the Town by any operator at a rate of six percent (6%) on the total amount of rent on each such occupancy. ***Motion carries.***

**Article 8      Sale/Conveyance of Building – Memorial Elementary School (Two thirds vote required)**

Mr. Sendrowski (Riley seconded) moves to transfer from the board or officer currently having control for the current purpose for which the property is held to the Board of Selectmen, for the purpose of disposition by lease, sale, or otherwise, the care, custody, management and control of the property and structures thereon known as the Memorial Elementary School, located on 695 Main Street and shown on the Assessors' Maps as map 31, parcel 94; and to authorize the Board of Selectmen to rent, convey, or otherwise dispose of all or a portion of said property pursuant to the provisions of G.L. Chapter 30B, Section 16 upon such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town; and further to authorize the Board of Selectmen to take such actions and execute such documents and agreements as are necessary to effectuate the purpose of this article.

A discussion regarding amending the wording of the Article ensued.

After debate, Mr. Grasso (Leone seconded) moves to table the Article.

**MOTION TO TABLE THE ARTICLE CARRIES**

**Article 9      Sale/Conveyance of Building – Town Hall (Two thirds vote required)**

Mr. Grasso (Leone seconded) dispensed with reading of the Article and moved to Table Article 9.

***Motion to table the Article carries.***

**Article 10      Sale/Conveyance of 2.46 acres of vacant land located northerly of Fort Pond Road  
(Two thirds vote required)**

Mr. Starr moves (Riley seconded) to withdraw the Article at the request of the Conservation Commission.

***Motion to withdraw the article passes, unanimously.***

**Article 11      Sale/Conveyance of vacant land located on Packard Street (Two thirds vote required)**

Mr. Pacheco gave further description of the location of the property. Ms. Syria questioned whether the soil in the location had been tested. Mr. Pacheco stated that there is ongoing testing on the site, and that it is under a remediation plan. Joe D'Eramo questioned whether the property could be used for parking near the proposed playground. Mr. Pacheco stated that there did not appear to be anything preventing that.

Mr. Starr (Grasso seconded) moves to transfer from the board or officer currently having control for the current purpose for which the property is held to the Board of Selectmen, for the purpose of disposition by lease, sale, or otherwise, the care, custody, management and control of approximately .249 acres, more or less, of Town owned land located and known as 0 Packard Street, Lancaster, MA and shown on the Assessors' Maps as map 34, parcel 147, lot 107; and to authorize the Board of Selectmen to rent, convey, or otherwise dispose of said property pursuant to the provisions of G.L. Chapter 30B, Section 16 upon such terms and conditions as the Board of Selectmen deems to be in the best interest of the

Town; and to authorize the Board of Selectmen to take such actions and execute such documents and agreements as are necessary to effectuate the purpose of this article. ***Motion carries and declared a 2/3 vote by the Moderator.***

**Article 12      Approve Land Purchase located at 0 County Road for Conservation Purposes**  
(Majority vote required)

Mr. Grasso (Leone seconded) moves to raise and appropriate \$61,000 to purchase 26.8 acres of land identified as 0 Old County Road as described in the warrant.

Mr. Starr (Leone seconded) moves to amend the motion to strike “raise and appropriate” to “transfer from free cash”. ***Motion to Amend carries. Amended motion carries.***

**Article 13      Approve Temporary Moratorium on Recreational Marijuana Retailers**

Mr. Starr (Leone seconded) moves to table the Article at the request of the Planning Board. ***Motion to table the article carries.***

**Article 14      Amend Water Withdrawal Bylaw- Definition of Surface Water Body** (Majority vote required)

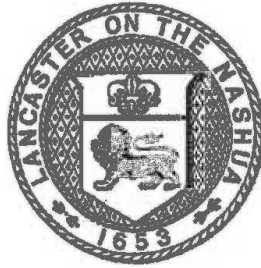
Mr. Sendrowski (Leone seconded) moves to amend the General Bylaws, Chapter 212, Water Withdrawal, §212-2, Definitions, as printed in the warrant.

After discussion, Mr. Younkin moves (Leone seconded) to table the Article until further discussion with the Conservation Commission. ***Motion to table the Article carries.***

There being no further business, Ms. Leone moved to dissolve the Annual Town Meeting, seconded by Mr. Riley at 8:38 PM.



**TOWN OF LANCASTER  
MASSACHUSETTS**



**WARRANT  
for the  
2017 SPECIAL  
TOWN MEETING**

Mary Rowlandson Elementary School Auditorium  
103 Hollywood Drive, Lancaster, Massachusetts

Beginning Monday, November 6, 2017 at 7:00 P.M.

**WARRANT FOR  
SPECIAL TOWN MEETING  
NOVEMBER 6, 2017  
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 **Mary Rowlandson Elementary School Auditorium, 103 Hollywood Drive, in said Lancaster on Monday, the Sixth day of November, 2017, at 7:00 o'clock in the evening, then and there to act on the following Articles:**

**ARTICLE 1  
Temporary Moratorium on Recreational Marijuana Retailers  
Planning Board**

To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new Section 78, **TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA RETAILERS** that would provide as follows, and further to amend the Table of Contents to add Article XVIII, "Temporary Moratorium on Recreational Marijuana Retailers."

**Purpose**

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana, took effect on December 15, 2016 and (as amended on December 30, 2016 by Chapter 351 of the Acts of 2016 and thereafter, on July 28, 2017, by Chapter 55 of the Acts of 2017) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses no later than April 1, 2018.

Currently under the Lancaster Zoning Bylaw, a non-medical Marijuana Retailer (hereinafter, a "Marijuana Retailer"), as defined in G.L. c. 94G, Section 1, is not specifically addressed in the Zoning Bylaw. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Marijuana Retailers.

The regulation of recreational marijuana raises novel legal, planning and public safety issues, and the Town needs time to study and consider the regulation of Marijuana

Retailers and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Marijuana Retailers.

The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Marijuana Retailers that sell marijuana and marijuana-related products to the general public, so as to allow sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

#### **Definition**

"Marijuana Retailer" shall mean "an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell, or otherwise transfer marijuana and marijuana products to consumers."

For the purposes of this bylaw, the term "Marijuana Retailer" does not apply to a "marijuana cultivator", "independent testing laboratory", or "marijuana product manufacturer that may deliver or transfer marijuana products to other marijuana establishments, but not to consumers, as those terms are defined in G.L. c. 94G, Section 1, nor to the Medical Use of Marijuana for lawful purposes, as that is defined in G.L. c. 941, Section 1.

#### **Temporary Moratorium**

For the reasons set forth above and notwithstanding any other provisions of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Marijuana Retailer. The moratorium shall be in effect through December 31, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of Marijuana Retailers in the Town, and to consider the Cannabis Control Commission's regulations regarding Marijuana Retailers, and shall consider adopting new Zoning Bylaws in response to these new issues.

Or take any action relative thereto.

### **ARTICLE 2**

#### **Amend Zoning Bylaw to Expand Medical Marijuana Overlay District Planning Board**

To see if the Town will vote to amend the Lancaster Zoning Bylaw and the Official Zoning Overlay Map as follows to expand the Medical Marijuana Overlay District into the location of the existing Enterprise (EZ) zoning district and Enterprise Retail (EZ-A) sub-district, south of Route 2, and bordered by Lunenburg Road and Old Union Turnpike. Within which district the operation of a Registered Marijuana Dispensary and associated uses would be allowed pursuant to a special permit from the Planning Board, or act otherwise in relation thereto:

1. Amend § 220-8.4 (E) of the *Use Regulation Schedule* to add "PB" under the EZ column with an accompanying note, as follows:

	Use	Zoning Districts							Notes
		R	NB	HB	LI	LI 2	GI	EZ	
§ 220-8.4 PUBLIC, HEALTH, EDUCATIONAL AND INSTITUTIONAL USES.									
A.	Underground or overhead communications, gas, electrical, sewerage, drainage, water, traffic, fire, and police system services, appurtenant equipment, and installations	SP	SP	SP	SP	SP	SP	SP	If personal wireless service facilities regulated under Article XI of Ch. 220.
		P	P	P	P	P	P	P	If not regulated under Article XI, and provided by a public service corporation or governmental agencies.
		SP	SP	SP	SP	SP	SP	PB	If not regulated under Article XI, and provided by other than a public service corporation or governmental agency.
B.	Religious and educational uses	P	P	P	P	P	P	P	If exempt from prohibition under MGL c. 40A, § 3.
		SP	P	P	N	N	N	P	If a use, such as a commercial school, not exempt from prohibition under MGL c. 40A, § 3.
C.	Nonprofit community centers, places of public assembly, lodges, service or fraternal or civic corporations	P	P	P	P	P	P	P	If no more than 500 square feet used for assembly; to include no use customarily conducted as a business.
		SP	P	P	N	N	N	PB	If containing more than 500 square feet used for assembly; or a use customarily conducted as a business.
D.	Long-term care facility	SP	N	N	N	N	N	PB	See § 220-9B.
E.	Registered marijuana dispensary	N	N	N	N	PB	N	PB	As regulated by Article XVI of Ch. 220. See the Official Lancaster Zoning Overlay Map (Attachment 3) for the specific location of the Medical Marijuana Overlay District.



Item	Use	Zoning Districts							Notes
		R	NB	HB	LI	LI 2	GI	EZ	
Accessory uses									
AA.	Customary accessory uses if adjacent to the principal use or if permitted as a principal use	P	P	P	P	P	P	P	No play area to be within 100 feet of a residential district.
BB.	Other customary accessory uses	SP	SP	SP	SP	SP	SP	PB	
CC.	Heliports	N	N	N	PB	PB	PB	PB	

- Amend the Official Zoning Overlay Map to expand the Medical Marijuana Overlay District (MMOD) by overlaying the zoning district known as Enterprise (EZ) district and the Enterprise Retail (EZ-A) sub-district, south of Route 2, and bordered by Lunenburg Road and Old Union Turnpike, in the manner shown on the attached map, which has been placed on file with the Town Clerk for review.

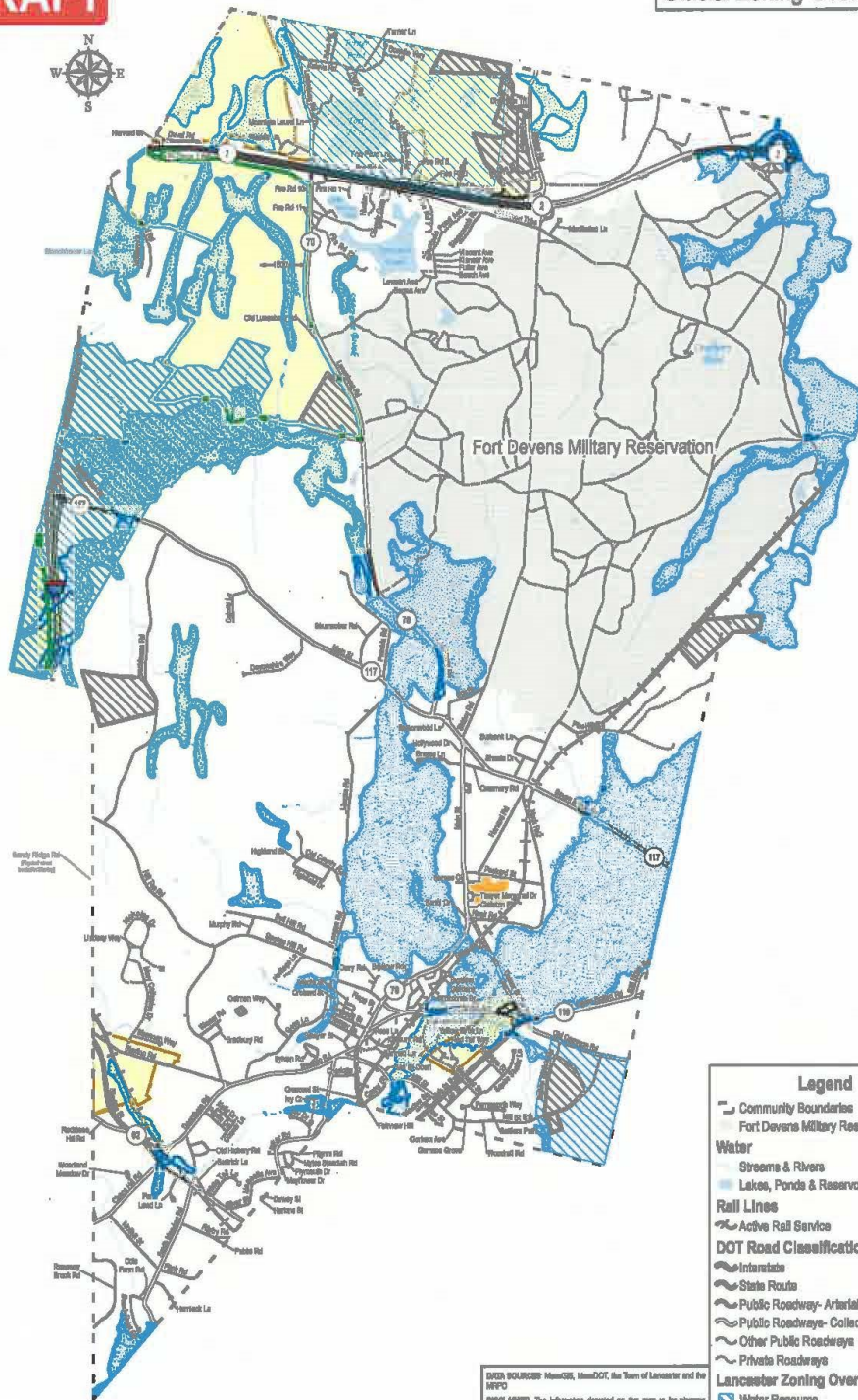
### ARTICLE 3

#### 40B Comprehensive Permit Project Definitive Subdivision Plan Jones Crossing Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen to accept a perpetual easement and restriction in, through, under, upon, and above, including access thereto, certain land as shown on a plan of land entitled: "40B Comprehensive Permit Project Definitive Subdivision Plan Jones Crossing Located at Deershorn Road Lancaster, MA Owned by Muirfield Development LLC April 1, 2009 1 inch = 40 feet" which plan is recorded with Worcester District Registry of Deeds in Plan Book 895, Plan 111, (the "Property"), for the right, but not the obligation, to use, maintain, repair, alter, replace and reconstruct the subdivision roadways and common parking areas, curbs, sidewalks, stormwater management facilities, street lighting, surface water drainage systems, water lines, sewer lines, the shared septic system, and all other structures and equipment appurtenant thereto, landscaping and fencing of common areas, and all other common facilities within the Subdivision whose construction is required in accordance with the Subdivision Plan and the Comprehensive Permit issued by the Zoning Board of Appeals for the Property, (together, the "Improvements"), and to establish such restrictions concerning the use and maintenance of the Property, including the Improvements, as are required in accordance with such approvals, all as is set forth in that certain "Declaration and Grant of Easements and Restrictions" granted to the Town, acting by and through its Board of Selectmen, which shall be recorded in the Worcester District Registry of Deeds, for all purposes set forth therein, with no appropriation to be made therefor, and to enter into all agreements and take all related actions necessary or appropriate to carry out this acceptance, or act in any manner related thereto.

**DRAFT**

**Lancaster, MA:  
Official Zoning Overlay Map**



- Legend**
- Community Boundaries
  - Fort Devens Military Reservation
  - Water**
    - Streams & Rivers
    - Lakes, Ponds & Reservoirs
  - Rail Lines**
    - Active Rail Service
  - DOT Road Classifications**
    - Interstate
    - State Route
    - Public Roadway- Arterial
    - Public Roadway- Collector
    - Other Public Roadways
    - Private Roadways
  - Lancaster Zoning Overlay Districts**
    - Water Resources
    - Flood Plain
    - Wireless Communication
    - Medical Marijuana Overlay District
    - Solar Overlay District
    - Proposed Center Village Overlay District

DRAWN BY: BOURNEMOUTH, MA, USA, DOT, the Town of Lancaster and the MPO  
 DISCLAIMER: The information depicted on this map is for planning purposes only. It does not constitute a representation and is not adequate for boundary definition, regulatory interpretation, or parcel-based analysis.  
 PREPARED BY:  
 Southcoast Regional Planning Commission  
 600 Devonshire, Suite 100  
 01801  
 401 Ashok Avenue  
 Lancaster, MA 01903  
 Phone: 978-644-1231  
 Email: info@sprc.org




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**

  
Stanley B. Starr, Jr., Chairman

  
Walter F. Sendrowski, Clerk

\_\_\_\_\_  
Mark A. Grasso, Jr., Member

CONSTABLE'S CERTIFICATION	
<i>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.</i>	
Attest:	
 _____ Constable Signature	
Print <u>Lyric W. Pierce</u>	Date: <u>10-23-17</u>

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**  
**Mary Rowlandson Elementary School**  
**November 6, 2017**

**Abbreviated Notes**

The Special Town Meeting was called to order at 7:00 p.m. by Moderator William E. O’Neil, Jr.. A total of 86 registered voters and 4 non-voting guests were signed in by Registrars Mary Perreira and Elizabeth Cahill. Assistant Town Clerk Dianne Reardon also assisted at the check-in table, Carolyn Stump assisted with teller counting. Moderator O’Neil led the audience in the Pledge of Allegiance. After the pledge, Moderator O’Neil updated the group on the power outage of the Community Center. Mr. Pacheco explained that National Grid was working with the Town to determine the cause. Mr. O’Neil then introduced the panel on the stage, Mary de Alderete, Town Clerk, Orlando Pacheco, Town Administrator and Members of the Board of Selectmen, Walter Sendrowski, Stanley Starr, and Mark Grasso.

**Article One** – (Two thirds vote required)

Mr. Starr moves (Grasso seconded) to amend the Town’s Zoning Bylaw to add a new Section 78, entitled: **TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA RETAILERS**, in the form printed in the warrant, and to amend the Table of Contents as is further set forth in the warrant Mr. Lawler read the Planning Board Report into the record. ***Motion carries and declared a 2/3 vote by the Moderator.***

**Article Two** – (Two-thirds vote required)

Mr. Grasso moves (seconded from the floor) to withdraw the article. Mr. Lawler stated that the Planning Board recommends tabling the article, as well. ***Motion to withdraw the article carries.***

**Article Three** – (Majority vote)

Mr. Sendrowski moves (Grasso seconded) moves that the Town authorize the Board of Selectmen to accept the perpetual easement in, through, under, upon, and above the Property, including access thereto as described in the warrant for the right, but not the obligation, to use, maintain, repair, alter,

replace and reconstruct the subdivision roadways and common parking areas, curbs, sidewalks, stormwater management facilities, street lighting, surface water drainage systems, water lines, sewer lines, the shared septic system, and all other structures and equipment appurtenant thereto, landscaping and fencing of common areas, and all other common facilities within the Subdivision whose construction is required in accordance with the Subdivision Plan and the Comprehensive Permit issued by the Zoning Board of Appeals for the Property, (together, the “Improvements”) all as is set forth in that certain “Declaration and Grant of Easements and Restrictions” granted to the Town, by and through its Board of Selectmen (the “Easement”) which shall be recorded in the Worcester District Registry of Deeds, for all purposes set forth therein, with no appropriation to be made therefor, and to enter into all agreements and take all related actions necessary or appropriate to carry out this acceptance, or act in any manner related thereto.

Mr. Pacheco described the location for the Town Meeting audience and explained that the Article allowed the Town to maintain the property if the Condo Association should fail to do so, with Condo Association dollars, not taxpayer funds.

Barbara Stocker, of Deershorn Road, questioned whether a proposed fence would become the responsibility of the Town. Mr. Pacheco stated that it would depend on who owned the fence, but the Article would allow the Town to access the Condo Associations funds, the Town would only act as an Agent if the Association defaults.

Noreen Piazza, Planning Director, stated that this would only address specifics such as roadways and sidewalks, as stated in the Article. Monies would be taken from Homeowners Association escrow in order to meet obligations. She also mentioned that this came about due to planned shared septic systems for the new development. The Board of Health requires a mechanism to ensure maintenance of the shared septic system in order health and safety of the owners.

Paula Cioffi, of Fire Road 7, questioned the size of the development. Ms. Piazza said that there were to be 36 detached homes and was originally approved as a 40B in 2006, but has gone through some iterations. Septic permits cannot be given without the easement.

Dave Dunn, of Moffett Street, explained the challenges the Board of Health faces with a shared system could be alleviated with the requirements set in the deeds.

Carolyn Stump, of Mill Street Extension, asked for more clarification with the responsibilities in the rest of the Article, such as curbs and roadways. Mr. Pacheco explained that the Town is only acting as the operational backstop if everything else fails, but using money from others.

The question was moved from the floor.

The Moderator requested a hand count due to the closeness of the vote. Tell Vote of 36 for, 30 against, Motion passes.

There being no further business, Mr. Grasso moved to dissolve the Special Town Meeting, seconded by Mr. Starr. at 7:25 PM.

TOWN OF LANCASTER  
ANNUAL TOWN ELECTION  
MAY 8, 2017

FINAL

VOTE COUNT	PRECINCT ONE	PRECINCT TWO	TOTAL
MACHINE TOTAL - FINAL	190	171	361
PROVISIONAL BALLOT	0	0	0
HAND COUNT (OVERSEAS)	0	0	0
TOTAL VOTED	190	171	361
REGISTERED VOTERS	2487	2653	5140
% VOTER PARTICIPATION	8%	6%	7.02%

<b>MODERATOR - 3 YR TERM</b>			
BLANK	37	22	59
WILLIAM E. O'NEIL, JR.	152	148	300
MATT HOUSEMAN	1	0	1
DAVID SPANAGEL	0	1	1
WRITE-INS	0	0	0
<b>TOTAL</b>	<b>190</b>	<b>171</b>	<b>361</b>
<b>SELECTMAN - 3 YR TERM</b>			
BLANK	33	23	56
STANLEY B. STARR, JR.	145	137	282
JEAN SYRIA	6	2	8
SUSAN SMILEY	1	2	3
HENRY RICHTER	2	0	2
SHAWN WINSOR	1	0	1
SCOTT FAY	1	0	1
RAY JOHNSTON	1	0	1
PHILIP EUGENE	0	1	1
BLAINE ALVAREZ-BACKUS	0	5	5
DAVID DUNN	0	1	1
WRITE-INS	0	0	0
<b>TOTAL</b>	<b>190</b>	<b>171</b>	<b>361</b>
<b>BOARD OF PUBLIC WORKS - 3 YR TERM</b>			
BLANK	51	38	89
DOUGLAS A. DECESARE	138	131	269
SCOTT MCDONALD	1	0	1
SHAWN WINSOR	0	2	2
WRITE-IN	0	0	0
<b>TOTAL</b>	<b>190</b>	<b>171</b>	<b>361</b>
<b>BOARD OF HEALTH - 3 YR TERM</b>			
BLANK	175	151	326
DAVID DUNN	1	4	5
REBECCA STANTON	2	0	2
SHAWN WINSOR	2	6	8
JOHN FARNSWORTH	9	2	11

TOWN OF LANCASTER  
ANNUAL TOWN ELECTION  
MAY 8, 2017

FINAL

ED SANDERS	1	3	4
DICK BELANGER	0	1	1
DON MUNDAY	0	1	1
VANESSA CABRAL	0	1	1
MICHAEL GROSSMAN	0	1	1
BOB BAYLIS	0	1	1
WRITE-INS	0	0	0
<b>TOTAL</b>	<b>190</b>	<b>171</b>	<b>361</b>
<b>FINANCE COMMITTEE - 2 FOR 3 YR TERM</b>			
BLANK	63	48	111
EMILY J. KERRIGAN	132	124	256
D. SUSAN THOMPSON	132	124	256
BLAINE A. ALAVAREZ-BACKUS	51	46	97
DAVID HOLLINGSWORTH	2	0	2
WRITE-IN	0	0	0
<b>TOTAL</b>	<b>380</b>	<b>342</b>	<b>722</b>
<b>PLANNING BOARD - 5 YEAR TERM</b>			
BLANK	46	39	85
THOMAS J. CHRISTOPHER	144	131	275
MEGAN BORTH	0	1	1
WRITE-IN	0	0	0
<b>TOTAL</b>	<b>190</b>	<b>171</b>	<b>361</b>
<b>PLANNING BOARD - 3 YEAR TERM (TO FILL UNEXPIRED TERM)</b>			
BLANK	46	33	79
RUSSELL W. WILLISTON	144	136	280
SUSAN SMILEY	0	2	2
WRITE-IN	0	0	0
<b>TOTAL</b>	<b>190</b>	<b>171</b>	<b>361</b>
<b>NASHOBA REGIONAL DISTRICT SCHOOL COMMITTEE - 3 YR TERM</b>			
BLANK	48	27	75
ALISE K. CROSSLAND	142	144	286
WRITE-IN	0	0	0
<b>TOTAL</b>	<b>190</b>	<b>171</b>	<b>361</b>
<b>LIBRARY TRUSTEE - 2 FOR 3 YR TERM</b>			
BLANK	74	44	118
FRANK MACGRORY	153	147	300
EMILY J. ROSE	153	148	301
DAVID DUNN	0	1	1
HANNAH MEYER	0	2	2
WRITE-IN	0	0	0
<b>TOTAL</b>	<b>380</b>	<b>342</b>	<b>722</b>



**TOWN OF LANCASTER  
SPECIAL STATE PRIMARY  
NOVEMBER 7, 2017**

<b>VOTE COUNT</b>		<b>PCT 1</b>	<b>PCT 2</b>	<b>TOTAL</b>	<b>%</b>
MACHINE	8:00 AM	5	8	13	0%
	9:00 AM	21	28	49	1%
	10:00 AM	39	44	83	2%
	11:00 AM	50	66	116	2%
	12:00 PM	61	81	142	3%
	1:00 PM	72	91	163	3%
	2:00 PM	84	101	185	4%
	3:00 PM	90	114	204	4%
	4:00 PM	123	129	252	5%
	5:00 PM	148	153	301	6%
	6:00 PM	169	180	349	7%
	7:00 PM	199	198	397	8%
	8:00 PM	213	207	420	8%
MACHINE TOTAL - FINAL		<b>213</b>	<b>207</b>	<b>420</b>	
HAND COUNT					
PROVISIONAL VOTERS		0	0	0	
<b>TOTAL VOTED</b>		<b>213</b>	<b>207</b>	<b>420</b>	<b>8%</b>
TOTAL # REGISTERED VOTERS		2510	2680	5190	
Registered Democrat		422	516	938	
Registered Republican		374	384	758	
Registered Libertarian		11	8	19	
Registered Unenrolled		1662	1733	3395	
Other		41	39	80	
<b>DEMOCRAT</b>					
<b>SENATOR IN GENERAL COURT</b>					
BLANKS		0	1	1	0%
SUSAN A. CHALIFOUX-ZEPHIR		91	84	175	59%
MICHAEL P. KUSHMEREK		17	23	40	13%
MICHAEL A. MAHAN		42	39	81	27%
ROBERT PELLETIER		1	0	1	0%
SCATTERED		0	0	0	0%
<b>TOTAL</b>		<b>151</b>	<b>147</b>	<b>298</b>	<b>100%</b>
<b>REPUBLICAN</b>					
<b>SENATOR IN GENERAL COURT</b>					
BLANKS		1	0	1	1%
DEAN A. TRAN		57	60	117	98%
JOHN MCGRATH-HEWITT		1	0	1	1%
SCATTERED		0	0	0	0%
<b>TOTAL</b>		<b>59</b>	<b>60</b>	<b>119</b>	<b>100%</b>
<b>LIBERTARIAN</b>					
<b>SENATOR IN GENERAL COURT</b>					
BLANKS		1	0	1	33%
MIKE MAHAN		1	0	1	33%
DEAN A TRAN		1	0	1	33%
SCATTERED		0	0	0	0%
<b>TOTAL</b>		<b>3</b>	<b>0</b>	<b>3</b>	<b>100%</b>

**TOWN OF LANCASTER  
SPECIAL STATE ELECTION  
DECEMBER 5, 2017**

<b>VOTE COUNT</b>		<b>PCT 1</b>	<b>PCT 2</b>	<b>TOTAL</b>	<b>%</b>
MACHINE	8:00 AM	9	7	16	0%
	9:00 AM	36	31	67	1%
	10:00 AM	57	52	109	2%
	11:00 AM	73	76	149	3%
	12:00 PM	93	91	184	4%
	1:00 PM	108	107	215	4%
	2:00 PM	129	135	264	5%
	3:00 PM	153	159	312	6%
	4:00 PM	176	190	366	7%
	5:00 PM	200	220	420	8%
	6:00 PM	230	253	483	9%
	7:00 PM	259	279	538	10%
	8:00 PM	273	300	573	11%
<b>MACHINE TOTAL - FINAL</b>		<b>273</b>	<b>300</b>	<b>573</b>	
HAND COUNT					
PROVISIONAL VOTERS		0	0	0	
<b>TOTAL VOTED</b>		<b>273</b>	<b>300</b>	<b>573</b>	<b>11%</b>
TOTAL # REGISTERED VOTERS		2508	2693	5201	
<b><i>SENATOR IN GENERAL COURT</i></b>					
BLANKS		1	0	1	0%
SUSAN A. CHALIFOUX-ZEPHIR		132	136	268	5%
DEAN A. TRAN		122	144	266	5%
CHARLENE R. DICALOGERO		5	14	19	0%
CLAIRE M. FREDA		13	6	19	0%
SCATTERED		0	0	0	0%
<b>TOTAL</b>		<b>272</b>	<b>300</b>	<b>573</b>	<b>11%</b>



## FINANCIAL REPORTS

## BOARD OF ASSESSORS

<u>YEAR</u>	<u>VALUATION</u>	<u>TO BE RAISED</u>	<u>TAX RATE</u>
2015	828,513,035.00	15,542,904.54	18.76
2016	841,274,963.00	16,446,925.53	19.55
2017	869,355,299.00	17,204,541.36	19.79
2018	896,079,699.00	17,903,672.39	19.98
MONEY APPROPRIATED AT TOWN MEETING			\$23,431,209.00
TAX TITLE			20,000.00
DEBT & INTEREST CHARGES			-0-
CHERRY SHEET OFFSET			14,303.00
OVERLAY DEFICITS			-0-
SNOW & ICE DEFICIT			-0-
STATE & COUNTY ASSESSMENT			134,350.00
CURRENT OVERLAY			162,013.39
GROSS AMOUNT TO BE RAISED			\$23,761,875.39
MONEY RECEIVED FROM THE STATE/FEDERAL SOURCES			\$ 1,155,705.00
LOCAL ESTIMATED RECEIPTS			\$1,747,275.00
ENTERPRISE FUND			\$1,604,037.00
FREE CASH			\$1,103,838.00
OTHER SOURCE			\$ 247,348.00
REVENUE FROM OTHER SOURCES			\$ -0-
TOTAL REDUCTIONS			\$5,858,203.00

	VALUE	TAX
ASSESSED VALUATION (REAL ESTATE)	868,921,079	\$17,361,043.16
ASSESSED VALUATION (PERSONAL PROPERTY	25,353,851	\$ 542,629.23

SUPPLEMENTAL TAX COMMITTED FISCAL YEAR 2017	\$ 19,130.94
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AMOUNT COMMITTED TO TAX COLLECTOR

REAL PROPERTY	\$17,361,628.76
PERSONAL PROPERTY	\$ 542,629.30

SEWER BETTERMENT LIEN	\$ 169,084.11
SEWER BETTERMENT INTEREST	\$ 80,447.41
SEWER USAGE LIENS	\$ 0
TOTAL SEWER	\$ 249,531.52

WATER LIENS	\$ 58,314.65
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SEPTIC LOAN PROGRAM

PRICIPAL	1,623.88
INTEREST	539.66
TOTAL SEPTIC LOAN PRGRAM	2,163.54

EXEMPTION GRANTED UNDER CHAPTER 59, SECTION 5, CLAUSE 22,22A,22B,22E, VETERANS - CLAUSE 37, CLAUSE 17D, SURVIVING SPOUSE.

TOTAL AMOUNT FOR FISCAL 2017	\$36,935.06
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ELDERLY PERSONS OVER 65 YEARS QUALIFIED UNDER CHAPTER 59, SECTION 5, CLAUSE 41C.

TOTAL AMOUNT FOR FISCAL 2017	\$19,000.00
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ELDERLY WORK PROGRAM FISCAL 2017	\$21,388.50
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EXCISE TAX COMMITMENT MADE IN 2017 TO THE TAX COLLECTOR

2014.....\$	19.79
2015.....\$	48.75
2016.....\$	7,663.00
2017.....\$	1,171,415.43

EXCISE TAX ABEMENT MADE IN 2016

2015.....\$	993.75
2016.....\$	8,225.93
2017.....\$	64,022.05

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

Administered by the Council of Aging & Board of Assessors

For anyone not familiar with this program, at a town meeting Lancaster accepted the state sttue to grant a real estate tax payer over sixty years af age to have their property taxes reduced by volunteering their services to the municipality.



## HISTORIC TAX RATES

<b>1995</b>	13.14	<b>2006</b>	13.54
<b>1996</b>	13.10	<b>2007</b>	13.77
<b>1997</b>	13.43	<b>2008</b>	13.64
<b>1998</b>	13.96	<b>2009</b>	14.84
<b>1999</b>	14.38	<b>2010</b>	16.07
<b>2000</b>	15.11	<b>2011</b>	17.13
<b>2001</b>	15.99	<b>2012</b>	17.94
<b>2002</b>	15.07	<b>2013</b>	19.08
<b>2003</b>	15.04	<b>2014</b>	18.91
<b>2004</b>	16.86	<b>2015</b>	18.76
<b>2005</b>	14.16	<b>2016</b>	19.55
<b>2017</b>	19.79		

## FINANCE DIRECTOR AND TOWN ACCOUNTANT REPORT

The Financial Statements for the Fiscal Year ended June 30, 2017 are herewith submitted.

The data represents a fair and accurate presentation in all material aspects of the Town's financial position and results of its operations.

The report is based on information recorded using the Uniform Municipal Accounting System (UMAS) of the Massachusetts Department of Revenue.

An audit of the Town's financial records by Powers & Sullivan, LLC has been completed for FY17 and the results are available for public inspection in the office of the Town Accountant by appointment.

I would like to thank all the boards, commissions, committees and department heads for their cooperation during the year.

Cheryl Gariepy  
Finance Director

Cheryl Gariepy Finance Director  Heidi Lamb Assistant Town Accountant
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**TOWN OF LANCASTER**  
**COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP**  
**FOR THE YEAR END JUNE 30,2017**

		<b>General</b>	<b>Special</b>	<b>Water</b>	<b>Solar</b>	<b>Capital</b>	<b>Trusts &amp;</b>	<b>Long Term</b>	<b>Combined</b>
		<b>Fund</b>	<b>Revenue</b>	<b>Enterprise</b>	<b>Enterprise</b>	<b>Projects</b>	<b>Agency</b>	<b>Obligations</b>	<b>Total</b>
<b>ASSETS:</b>									
ASSETS:	Cash and Investments	3,343,975	792,267	2,422,986	317,436	2,090,169	3,782,428		12,749,261
	<b>Receivables</b>								0
	Property Taxes	306,805							306,805
	Allowance for Abatements	(389,735)							(389,735)
	Excise Taxes	150,578							150,578
	Tax Liens	356,292	52,939	12,996					422,227
	Departmental	161,711	3,851						165,562
	Other Tax								0
	Water Rates & Charges			120,666					120,666
	Fixed Assets			2,814,709					2,814,709
	Tax Forclosure	318,108							318,108
									0
	Amt Provided Pymt of Bonds							7,867,010	7,867,010
									0
<b>TOTAL ASSETS</b>		<b>4,247,734</b>	<b>849,057</b>	<b>5,371,357</b>	<b>317,436</b>	<b>2,090,169</b>	<b>3,782,428</b>	<b>7,867,010</b>	<b>24,525,191</b>
<b>LIABILITIES:</b>									
	Warrants Payable	(11,329)							(11,329)
	Tailings	743							743
	Fixed Assets			2,814,709					2,814,709
	Bonds Payable							7,867,010	7,867,010
	<b>Deferred Revenue</b>								0
	A/R								0
	Property Taxes	(82,930)							(82,930)

Tax Liens	356,292	52,939	12,996					422,227
Other Tax								0
Excise Taxes	150,578							150,578
Departmental	161,711	3,851	120,666					286,228
Forclosure	318,108							318,108
								0
<b>TOTAL LIABILITIES</b>	<b>893,173</b>	<b>56,790</b>	<b>2,948,371</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,867,010</b>	<b>11,765,344</b>
<b>FUND EQUITY:</b>								
<b><i>Fund Balances</i></b>								
Free Cash Voted	877,968							877,968
Reserved Subsequent Years	35,766				2,090,169	826		2,126,761
Designated (SBA)	368,854							368,854
Undesignated	2,071,974	792,267	2,422,985	317,436	0	3,781,602		9,386,264
Total Fund Equity	3,354,562	792,267	2,422,985	317,436	2,090,169	3,782,428	0	12,759,847
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>4,247,735</b>	<b>849,057</b>	<b>5,371,356</b>	<b>317,436</b>	<b>2,090,169</b>	<b>3,782,428</b>	<b>7,867,010</b>	<b>24,525,191</b>

## FY17 BUDGET TO ACTUAL

### OPERATING BUDGET

DEPARTMENT	5/2/16	ATM/STM	COMP/FINANCE		CLOSED TO
	BUDGET	5/2/16	RESERVE	EXPENDED	FUND BALANCE
<b>113 TOWN MEETING</b>					
Expenses	7,000.00	7,000.00	0.00	1,624.68	5,375.32
<b>122 SELECTMEN</b>					
Personal Srv	136,782.00	136,782.00	0.00	125,953.96	10,828.04
Expenses	14,500.00	14,500.00	0.00	4,908.02	9,591.98
Norfold Agri	35,000.00	35,000.00	0.00	16,420.00	18,580.00
<b>131 FINANCE COMM</b>					
Expenses	550.00	550.00	0.00	328.40	221.60
Comp Rsrv	80,000.00	80,000.00	(16,839.00)	8,596.63	54,564.37
Reserve Fund	145,000.00	145,000.00	(102,985.00)	0.00	42,015.00
<b>135 ACCOUNTANT</b>					
Personal Srv	144,260.00	144,260.00	0.00	137,287.46	6,972.54
Expenses	4,900.00	4,900.00	0.00	4,518.99	381.01
Audit	35,000.00	35,000.00	0.00	20,500.00	14,500.00
<b>141 ASSESSORS</b>					
Personal Srv	100,516.00	100,516.00	0.00	102,398.00	-1,882.00
Expenses	39,700.00	39,700.00	0.00	40,183.62	-483.62
<b>147 TREAS/COLLECTOR</b>					
Personal Srv	138,613.00	138,613.00	0.00	140,350.23	-1,737.23
Expenses	22,480.00	22,480.00	20,000.00	29,915.34	12,564.66

<b>151 TOWN COUNSEL</b>					
Expenses	45,000.00	45,000.00	29,613.00	74,612.67	0.33
<b>155 TECHNOLOGY</b>					
Personal Srvc	74,613.00	74,613.00	0.00	74,165.76	447.24
Expenses	137,467.00	137,467.00	0.00	123,296.29	14,170.71
<b>161 TOWN CLERK</b>					
Personal Srvc	95,220.00	95,220.00	0.00	96,309.22	-1,089.22
Expenses	12,550.00	12,550.00	0.00	2,897.06	9,652.94
<b>164 ELECTIONS</b>					
Personal Srvc	8,400.00	8,400.00	0.00	5,323.60	3,076.40
Expenses	13,175.00	13,175.00	0.00	9,773.54	3,401.46
<b>179 COMM DEV PLANNING</b>					
Personal Srvc	112,398.00	112,398.00	0.00	112,319.21	78.79
Expenses	6,330.00	6,330.00	0.00	4,462.04	1,867.96
<b>192 BUILDING ENERGY</b>					
Expenses	254,717.00	254,717.00	0.00	130,963.08	123,753.92
<b>199 BUILDING MAINTENANCE</b>					
Personal Srvc	70,708.00	70,708.00	0.00	78,104.18	-7,396.18
Expenses	74,893.00	74,893.00	24,990.00	81,172.73	18,710.27
<b>GENERAL GOVERNMENT</b>					
Personal Srvc	961,510.00	961,510.00	(16,839.00)	880,808.25	63,862.75
Expenses	848,262.00	848,262.00	(28,382.00)	545,576.46	274,303.54
<b>210 POLICE</b>					
Personal Srvc	984,360.00	984,360.00	0.00	949,349.79	35,010.21
Expenses	254,717.00	254,717.00	0.00	78,139.35	176,577.65



<b>220 FIRE</b>						
Personal Srvc	370,490.00	370,490.00	0.00	352,147.48	18,342.52	
Expenses	131,260.00	131,260.00	0.00	169,942.17	(38,682.17)	
<b>240 INSPECTIONAL SRVCS</b>						
Personal Srvc	104,269.00	104,269.00	0.00	107,357.37	-3,088.37	
Expenses	5,625.00	5,625.00	0.00	100.00	5,525.00	
<b>290 ANIMAL CONTROL</b>						
Personal Srvc	10,671.00	10,671.00	0.00	10,359.60	311.40	
Expenses	18,471.00	18,471.00	0.00	12,578.74	5,892.26	
<b>296 COMMUNICATIONS</b>						
Expenses	203,687.00	203,687.00	0.00	167,597.52	36,089.48	
<b>PUBLIC SAFETY</b>						
Personal Srvc	1,469,790.00	1,469,790.00	0.00	1,419,214.24	50,575.76	
Expenses	613,760.00	613,760.00	0.00	428,357.78	149,312.74	
<b>340 EDUCATION</b>						
MINUTEMAN	1,068,336.00	1,068,336.00	0.00	1,000,558.00	67,778.00	
NASHOBA REGIONAL	11,400,286.00	11,400,286.00	0.00	11,400,286.00	0.00	
<b>422 DPW - HIGHWAY</b>						
Personal Srvc	249,845.00	249,845.00	0.00	239,258.73	10,586.27	
Expenses	85,300.00	85,300.00	0.00	81,582.61	3,717.39	
<b>423 DPW - SNOW &amp; ICE</b>						
Personal Srvc	52,500.00	52,500.00	10,996.00	63,496.38	-0.38	
Expenses	66,200.00	66,200.00	16,470.00	114,097.23	-31,427.23	
<b>424 DPW - STREET LIGHTS</b>						
Expenses	15,000.00	15,000.00	0.00	2,441.63	12,558.37	

<b>429 DPW - HIGHWAY SAFETY</b>					
Expenses	39,200.00	39,200.00	0.00	31,426.92	7,773.08
<b>491 DPW - CEMETERY</b>					
Personal Srvc	129,072.00	129,072.00	0.00	117,091.39	11,980.61
Expenses	45,000.00	45,000.00	0.00	41,992.85	3,007.15
<b>PUBLIC WORKS</b>					
Personal Srvc	<b>431,417.00</b>	<b>431,417.00</b>	<b>10,996.00</b>	<b>419,846.50</b>	<b>22,566.50</b>
Expenses	<b>250,700.00</b>	<b>250,700.00</b>	<b>16,470.00</b>	<b>271,541.24</b>	<b>-4,371.24</b>
<b>510 BOARD OF HEALTH</b>					
Personal Srvc	11,817.00	11,817.00	0.00	11,718.44	98.56
Expenses	38,378.00	38,378.00	0.00	37,134.12	1,243.88
<b>541 COUNCIL ON AGING</b>					
Personal Srvc	38,786.00	38,786.00	5,954.00	44,739.87	0.13
Expenses	23,872.00	23,872.00	0.00	16,249.13	7,622.87
<b>543 VETERAN'S SERVICES</b>					
Personal Srvc	20,000.00	20,000.00	0.00	20,000.00	0.00
Expenses	36,250.00	36,250.00	0.00	23,985.31	12,264.69
<b>560 DISABILITY</b>					
Expenses	600.00	600.00	0.00	164.03	435.97
<b>HEALTH &amp; HUMAN SERVICES</b>					
Personal Srvc	<b>70,603.00</b>	<b>70,603.00</b>	<b>5,954.00</b>	<b>76,458.31</b>	<b>98.69</b>
Expenses	<b>99,100.00</b>	<b>99,100.00</b>	<b>0.00</b>	<b>77,532.59</b>	<b>21,567.41</b>
<b>610 LIBRARY</b>					
Personal Srvc	279,116.00	279,116.00	0.00	278,490.99	625.01
Expenses	62,783.00	62,783.00	0.00	62,783.00	0.00

<b>630 RECREATION</b>					
Personal Srvc	23,151.00	23,151.00	0.00	18,226.49	4,924.51
Expenses	3,410.00	3,410.00	0.00	3,409.87	0.13
<b>691 HISTORIC COMMISSION</b>					
Expenses	13,720.00	13,720.00	0.00	12,477.51	1,242.49
<b>692 MEMORIAL DAY</b>					
Expenses					
<b>694 COMMUNITY CENTER</b>					
Personal Services	0.00	0.00	10,886.60	10,885.60	1.00
<b>CULTURAL &amp; RECREATION</b>					
Personal Srvc	<b>302,267.00</b>	<b>302,267.00</b>	<b>10,886.60</b>	<b>307,603.08</b>	<b>5,549.52</b>
Expenses	<b>79,913.00</b>	<b>79,913.00</b>	<b>0.00</b>	<b>89,555.98</b>	<b>1,243.62</b>
<b>EMPLOYEE BENEFITS</b>	1,161,432.00	1,161,432.00	0.00	1,161,432.00	0.00
<b>TOWN INSURANCES</b>	106,200.00	106,200.00	2,591.00	108,790.63	0.37
<b>DEBT</b>					
<b>BANK CHARGES</b>	3,000.00	3,000.00	0.00	1,500.00	1,500.00
<b>PRINCIPAL</b>	858,725.00	858,725.00	0.00	858,525.00	200.00
<b>INTEREST</b>	99,100.00	99,100.00	0.00	99,100.00	0.00
<b>LOCAL AID ASSESSMENTS</b>					
Expenses			0.00	131,410.00	(131,410.00)
<b>OPERATING BUDGETS</b>					
Personal Srvc	3,235,587.00	3,235,587.00	10,997.60	3,103,930.38	142,653.22
Expenses	14,363,357.00	14,372,795.00	-11,912.00	13,906,696.05	510,090.45
<b>PRINCIPAL</b>	858,725.00	858,725.00	0.00	858,525.00	200.00
<b>INTEREST</b>	99,100.00	99,100.00	0.00	99,100.00	0.00

<b>EMPLOYEE BENEFITS</b>	1,161,432.00	1,161,432.00	0.00	1,053,903.00	107,529.00
<b>TOWN INSURANCEES</b>	106,200.00	106,200.00	0.00	153,790.63	0.37
	19,824,401.00	19,833,839.00	-914.40	19,175,945.06	639,717.73
<b>TRANSFER TO CAPITAL</b>	50,000.00	50,000.00	18,326.00	218,325.85	-149,999.85
<b>TOTAL OPERATING BUDGET</b>	19,874,401.00	19,883,839.00	17,411.60	19,394,270.91	489,717.88
<b>MUNIS</b>	19,706,348.00	19,846,341.00	139,993.00	19,464,509.36	381,831.64

FY17 SPECIAL REVENUES					
FED GRANT	25014 COMM DEV BLOCK GRANT	55,116.08	1,856.25	84.29	53,344.12
FED GRANT	25023 FIRE DHS	4.30	0.00	0.00	4.30
GRANTS	25021 DARE	0.00	0.00	0.00	0.00
	26005 INSURANCE RECOVERY	0.00	5,828.00	9,242.02	3,414.02
	26006 HISTORIC GIFTS	7,954.74	0.00	120.44	8,075.18
	26008 LIBRARY GIFTS	16,674.45	21,741.81	11,872.00	6,804.64
	26009 LIBRARY PARKER GIFT	(2,324.86)	0.00	1,125.00	(1,199.86)
	26012 DISABILITY COMMISSION GIFT	99.72	0.00	0.00	99.72
	26013 VETERANS MEMORIAL GIFT	6,026.00	0.00	0.00	6,026.00
	26014 COA GIFT	1,729.35	0.00	590.00	2,319.35
	26015 TOWN FOREST GIFT	920.07	0.00	0.00	920.07
	26016 AMBULANCE GIFT	1,351.55	0.00	50.00	1,401.55
	26017 FIRE DEPT GIFT	1,289.32	323.97	455.00	1,420.35
	26018 POLICE GIFT	588.85	29.98	65.00	623.87
	26020 ANN COMASKEY CONSERVATION	672.88	0.00	0.00	672.88
	26021 FARNSWORTH MEMORIAL	10.00	0.00	0.00	10.00
	26024 SELECTMEN CABLE	1.00	0.00	0.00	1.00
	26026 BLUE HERON MITIGATION	20,007.00	0.00	0.00	20,007.00
	26027 AGRICULTURE COMMISSION	3,482.22	0.00	0.00	3,482.22
RECEIPTS	29001 CEMETERY SALE OF LOTS	17,866.65	0.00	400.00	18,266.65
RECEIPTS	29002 WETLANDS	32,955.01	17,964.78	19,756.70	34,746.93
RECEIPTS	29003 TOWN OWNED LAND	27,232.21	0.00	0.00	27,232.21
CH53 1/2	27010 RECREATION	48,143.26	26,437.45	29,890.00	51,595.81
REVOLVING	27001 CLERK PUBLICATION REPRINT	671.75	671.75	0.00	0.00
	27002 CLERK PUBLICATIONS	1,625.67	0.00	858.75	2,484.42
	27003 PLANNING BOARD	50,430.97	19,275.05	15,876.04	47,031.96
	27004 RECYCLING	19,328.87	10,967.65	6,169.99	14,531.21
	27005 MART	(6,915.59)	54,940.94	61,856.62	0.09
	27006 LIBRARY REVOLVING	18,657.01	10,000.00	7,940.71	16,597.72
	27013 COMMUNITY CENTER	44,529.60	12,261.12	31,849.15	64,117.63
	27014 CRUISER OUTSIDE DETAIL	3,417.50	0.00	150.00	3,567.50
	27015 STORMWATER MANAGEMENT	3,390.00	2,916.70	1,060.00	1,533.30
OTHER	26001 RECREATION ED	20.50	0.00	0.00	20.50
SPECIAL	26002 DRUG ENFORCEMENT	46,321.43	4,500.00	0.00	41,821.43
REVENUE	26003 SEWER COLLECTION	27,149.13	1,592.37	9,810.99	35,367.75
	26022 BOUCHARD MITIGATION	39,309.42	16,477.50	0.00	22,831.92
	26028 FIREARMS RECORD	32,166.30	10,875.00	14,525.00	35,816.30
	26029 DUVAL RD REVOLVING	0.00	4,553.90	0.00	(4,553.90)

	26030 SHIRLEY AIRPORT SOLAR FACILITY	1,125.00	1,125.00	0.00	0.00
	26031 JB HUNT MITIGATION	4,725.00	0.00	0.00	4,725.00
	26032 PORAS REALTY	1,656.08	0.00	0.00	1,656.08
	26033 COLONY LANE	1,475.00	2,023.96	550.00	1.04
	26034 WING ESTATES	0.00	10,710.00	13,750.00	3,040.00
	26036 DUNKIN DONUTS	0.00	2,757.98	2,680.99	(76.99)
	26037 BOH JONES CROSSING	0.00	10,710.00	13,750.00	3,040.00
	27012 CDP ADVERTISING	126.39	2,403.60	2,647.02	369.81
SEWER	UNAPPORTIONED BETTERMENT INT	15,955.55	455,619.30	460,521.00	20,857.25
	27012 CDP ADVERTISING	126.39	2,403.60	2,647.02	369.81
	25011 TECHNICAL ASSISTANCE	647.75	0.00	0.00	647.75
STATE	25003 HOMELAND SECURIT	3,950.00	0.00	0.00	3,950.00
	25042 BARTLETT POND DAM-KASOWSKI	0.00	0.00	0.00	0.00
	25043 BARTLETT POND DAM-PARE	0.00	0.00	0.00	0.00
	25044 CONSERVATION PARTNERSHIP GRANT	0.00	0.00	0.00	0.00
	25045 MASSWORKS STERLING	0.00	453,253.98	453,253.98	0.00
PUBLIC SAFETY	25015 COMMUNITY POLICING	3,842.39	0.00	0.00	3,842.39
	25016 COPS MOBILE	2,308.28	0.00	0.00	2,308.28
	25034 BULLET PROOF VESTS	444.82	444.82	0.00	(0.00)
	25018 911 STATE GRANT	6,105.13	4,204.80	4,204.80	6,105.13
	25022 FIRE DEP	(737.46)	845.22	1,582.68	0.00
	25024 FIRE NASHUA RIVER	7,295.44	0.00	0.00	7,295.44
	25025 FIRE SAFE GRANT	13,340.61	6,283.60	13,264.70	20,321.71
	25047 FIRE EMP GRANT	2,030.00	2,607.00	2,780.00	2,203.00
	25046 FIRE ASSISTANCE	0.00	2,000.00	2,000.00	0.00
FEMA	25038 OCTOBER STORM	305.52	0.00	0.00	305.52
COA	25030 FORMULA GRANT	0.00	13,700.58	13,700.58	0.00
	25031 ACCENT GRANT	1,019.93	0.00	0.00	1,019.93
	25049 HEALTHY FOOD	9,595.00	3,770.20	10,000.00	15,824.80
LIBRARY	25035 LIBRARY STATE AID	39,586.90	24,330.40	14,311.92	29,568.42
OTHER	25001 EXTENDED POLLING HOURS	4,422.84	2,876.84	3,552.58	5,098.58
GRANTS	25004 MASS HOUSING	5,700.00	0.00	0.00	5,700.00
	25006 ENERGY EFFICIENCY BLOCK GRANT	330.99	0.00	0.00	330.99
	25009 GREEN COMMUNITIES GRANT	11,133.65	0.00	62,500.00	73,633.65
	25029 SEPTIC PROGRAM	35,895.56	11,699.00	0.00	24,196.56
	25033 CULTURAL COUNCIL	5,740.92	5,375.00	4,608.33	4,974.25
	25039 ROUTE 110 CULVERT	0.00	0.00	0.00	0.00
	25041 THAYER FIELD DCR EARMARK	12,345.41	12,345.41	0.00	0.00
	25047 COMPACT GRANT	15,000.00	1,096.00	5,000.00	18,904.00
	25050 COMPLETE STREETS	0.00	48,593.44	48,593.04	(0.40)
	25051 IT COMPACT GRANT	0.00	7,370.18	28,700.00	21,329.82



<b>FY17 CAPITAL/CHAPTER 90</b>					
CHAP 90	23001 CHAPTER 90	0.00	239,773.75	239,773.75	0.00
CAPITAL	30001 VETERANS WAR MEMORIAL	9,580.39	0.00	0.00	9,580.39
	30003 PUBLIC BLDG FIBER OPTIC	995.18	0.00	0.00	995.18
	30005 POLICE CRUISERS	4,090.92	39,835.90	41,000.00	4,090.92
	30010 HOT TOP CEMETERY	3,511.80	0.00	0.00	3,511.80
	30011 TENNIS COURTS	2,500.00	2,500.00	0.00	0.00
	30013 BARTLETT POND DAM	(6,986.54)	0.00	6,986.54	0.00
	30014 OFFICE MOLD REMOVAL	30,000.00	0.00	0.00	30,000.00
	30015 REPAVE TOWN HALL DRIVEWAY	20,000.00	0.00	0.00	20,000.00
	30018 BUILDING-ASSESSORS VEHICLE	5,304.75	5,304.75	0.00	0.00
	30019 MRE/LBM BOILER	9,975.79	9,975.79	0.00	0.00
	30020 DPW - DRAINAGE	25,468.74	0.00	0.00	25,468.74
	30023 CEMETERY FURNACE	31.56	0.00	0.00	31.56
	30026 ASSESSOR'S ENCYCLICAL	56,110.89	25,958.00	0.00	30,152.89
	30028 FIRE CUSTOM PUMPER	763.85	48,077.50	50,000.00	2,686.35
	30030 PRESCOTT BUILDING RENOVATION	2,946,945.73	1,355,278.20	0.00	1,591,667.53
	30031 RECREATION THAYER FIELD DESIGN	40,000.00	31,061.77	0.00	8,938.23
	30032 FACILITIES MAINT TRUCK	0.00	0.00	0.00	0.00
	30035 POLICE CRUISER	5,317.10	5,317.10	0.00	0.00
	30036 TOWN BUILDING REPAIRS	11,900.00	11,900.00	0.00	0.00
	30038 CEMETERY PLOW TRUCK	365.00	0.00	17,000.00	17,365.00
	30041 FIRE ENGINE 4 REPAIR	0.00	20,000.00	20,000.00	0.00
	30042 SOUTH STATION FURNACE	0.00	20,000.00	20,000.00	0.00
	30043 RTE 117 INTERSECTION	0.00	0.00	8,400.00	8,400.00
<b>FY17 TRUST/ESCROW</b>					
TRUST	83002 LAND PURCHASE	13,668.45	0.00	23.66	13,692.11
	83003 NO LANC MUNICIPAL WATER	3,802.91	0.00	2.57	3,805.48
	83004 61A LAND PURCHASE	44,646.75	0.00	40.91	44,728.65
	83005 DIGITAL LANC TECH PARK	636.33	0.00	0.63	636.96
	83006 PUBLIC SAFETY OFFICERS SURVIVOR	3,205.55	0.00	14.69	3,220.24
	83007 LOCAL EDUCATION	246.07	0.00	0.24	246.56
	83008 POLICE LAW ENFORCEMENT TRUST	587.18	0.00	0.59	587.77
	83009 CONSERV GREENWAY	21.87	0.00	0.03	21.90
	83010 ELDERLY DISABLE TAX	2,364.84	0.00	549.24	2,914.08
	83011 CEMETERY FLOWERS	5,613.75	3,607.76	5.52	2,011.51
	83013 CONSERVATION TRUST	27,759.67	6,538.49	0.00	21,221.18
	90001 WINSOR HEIGHTS ESCROW	2,940.00	1,470.00	0.00	1,470.00
	90002 EAGLE RIDGE ESCROW	10,493.92	0.00	0.00	10,463.92
	90005 BLUE HERON POND ESCROW	0.00	0.00	0.00	0.00
	90006 MT LAURAL ESTATES ESCROW	0.00	0.00	0.00	0.00

	90007 SUNSET RIDGE PHASE I ESCROW	0.00	0.00	0.00	0.00
	90008 JONES CROSSING ESCROW	1,140.00	29,845.00	31,770.00	3,065.00
	90009 THE COVE ESCROW	0.00	0.00	0.00	0.00
	90010 WHITE OAKS ESCROW	2,823.12	0.00	(1.42)	2,821.70
	90011 FIELDCREST ESCROW	2,728.49	0.00	4.04	2,732.53
	90012 DEVONSHIRE ESCROW	(3,246.12)	(2,190.04)	1,056.08	0.00
	90014 CLEAR SUMMIT MITIGATION	2,000.00	0.00	0.00	2,000.00
	90016 ERP MOUNTAIN LAUREL	739.81	1,109.09	371.34	2.06
	90017 ERP KANIS	0.06	631.35	631.35	0.06
	90018 ERP CENTRAL MASS	0.00	2,065.05	2,065.05	0.00
	90019 ERP BALDARELLI	1,000.01	0.00	0.00	1,001.01
	90020 ERP KEATING	0.00	9,351.59	9,351.59	0.00
	90023 ERP LLEC	0.68	1,835.75	2,835.75	1,000.68
	90027 LANCASTER TECHNOLOGY PARK	0.00	0.00	0.00	0.00
	90031 DEVONSHIRE ESTATES BOND	(60.26)	0.00	60.26	0.00
	90032 CONSERVATION SHORELINE	613.61	0.00	0.00	613.61
	90033 SANDY HOLLOW ESCROW	4,119.48	0.00	13.15	4,132.63
	90034 FORT POND LLC	60,531.47	2,029.05	2,928.15	61,430.57
	90035 DUVAL ROAD SEWER	37,040.77	556.08	7,681.09	44,165.78
	90036 NO LANCASTER LLC	1,518.00	1,518.64	0.64	0.00
	90038 J. B. HUNT	1,667.00	0.00	0.00	1,667.00
	90039 SHIRLEY ROAD LANDSCAPING ESCROW	10,000.00	0.00	0.00	10,000.00
	90040 GRAND OAKS	1,882.62	0.00	0.00	1,882.62
	90041 F.C. STARS	1,920.00	904.95	(1,032.19)	(17.14)
	90042 AGWAY LANDSCAPING	6,370.93	5,766.95	0.00	604.18
	90045 NO LANCASTER WATER	0.00	0.00	8,650.00	8,650.00
	26010 LIBRARY PARKER GIFT	2,344.09	0.00	971.93	3,306.02
	26011 CONSERVATION PARKER GIFT	93.75	0.00	0.10	93.75
	83012 CAPITAL STABILIZATION	230,763.89	98,000.00	150,700.75	283,464.64
	83001 STABILIZATION	1,217,175.57	0.00	23,397.56	1,217,175.57
	83014 OPEB INTEREST	1,052,330.96	0.00	134,350.07	1,052,330.96
AGENCY	89001 FEDERAL TAX	0.00	421,942.19	421,942.19	0.00
	89002 STATE TAX	0.00	168,572.98	168,572.98	0.00
	89003 MEDICARE	100.00	42,440.84	42,440.84	100.00
	89004 DEFERRED COMP	0.00	65,584.55	65,584.56	0.00
	89005 COUNTY RETIREMENT	0.72	266,499.11	271,901.21	5,402.82
	89006 OBRA MANDATORY	0.20	31,929.12	31,929.12	0.20
	89007 OBRA VOLUNTARY	0.00	0.00	0.00	0.00
	89008 GROUP HEALTH	(6,794.83)	233,020.40	240,104.63	289.40
	89009 EMPLOYEE FSA	55.07	28,300.00	29,052.91	807.98
	89011 DISABILITY	737.05	20,308.31	20,755.40	1,183.88

	89012 LIFE	(71.11)	6,771.70	6,898.81	56.00
	89013 LEVY	499.80	31,782.90	31,782.90	499.80
	89014 DENTAL	48.00	18,425.40	18,848.70	471.30
	89015 POLICE UNION DUES	23.00	5,616.00	5,724.00	131.00
	89016 DPW UNION DUES	0.00	10,882.35	10,822.35	0.00
	89017 FIRE UNION DUES	(552.00)	6,525.00	7,257.72	180.72
	89018 COMM OF MA FISHERIES	52.15	0.00	0.00	52.15
	89019 POLICE OUTSIDE DETAIL	(2,484.08)	342,104.93	346,627.30	2,038.29
	89020 FIRE OUTSIDE DETAIL	0.00	4,694.92	4,694.92	0.00
	89022 SENIOR TAX WORKOFF	0.00	11,260.72	11,260.72	0.00
NON-EXP	81006 CEMETERY NON-EXP PRINC	262,487.31	0.00	0.00	262,487.31
	CEMETERY NON-EXP INT	(3,179.95)	0.00	0.00	(3,179.95)
	81014 SELECTMEN NON-EXP PRINC	18,017.58	0.00	0.00	18,017.58
	SELECTMEN NON-EXP INT	26,293.30	0.00	0.00	26,293.30
	81008 UNRESTRICTED PRINCIPAL	60,606.72	0.00	0.00	60,606.72
	UNRESTRICTED UNEXPEND INT	9,353.56	0.00	0.00	9,353.56
	81009 TRUSTEES PRINCIPAL	21,216.63	0.00	0.00	21,216.63
	TRUSTEES UNEXPEND INT	1,927.08	0.00	0.00	1,927.08
	81010 SPECIAL COLLECTIONS PRINCIPAL	31,492.24	0.00	0.00	31,492.24
	SPECIAL COLLECTIONS UNEXPEND	1,669.79	0.00	0.00	1,669.79
	81011 MEMORIAL BOOK PRINCIPAL	1,645.33	0.00	0.00	1,645.33
	MEMORIAL BOOK UNEXPEND INT	(51.12)	0.00	0.00	(51.12)
	81012 BOOKS PRINCIPAL	147,822.12	0.00	0.00	147,822.12
	BOOKS UNEXPEND INT	23,885.69	0.00	0.00	23,885.69
	81013 JOHN ELIOT THAYER	26,806.95	0.00	0.00	26,806.95
	JOHN ELIOT THAYER UNEXPEND INT	7,987.74	0.00	0.00	7,987.74
	82001 HENRY FITZGERALD	517.05	0.00	0.00	517.05
	82002 WHITNEY LECTURE	4,711.59	0.00	0.00	4,711.59
	82003 WELFARE	12,610.68	0.00	0.00	12,610.68
	82004 BILLINGS	8,168.23	0.00	0.00	8,168.23
	82005 McGURIE	1,722.00	0.00	0.00	1,722.00
	82006 CEMETERY	42,290.89	0.00	0.00	42,290.89
	82007 CEMETERY PERP CARE	94,929.22	0.00	4,150.00	99,079.22
	82008 BOOKS	1,082.46	1,808.64	0.00	(726.18)
	82009 UNRESTRICTED	803.48	695.55	0.00	107.93
	82010 TRUSTEES	319.42	224.10	0.00	95.32
	82011 SPECIAL COLLECTIONS	355.05	583.39	0.00	(228.34)
	82012 MEMORIAL	7.57	12.74	0.00	(5.17)



**TOWN OF LANCASTER**  
**DIAL 978-365-3326, THEN DESIRED EXTENSION**

**TOWN HALL OFFICES**  
**MAILING ADDRESS: Prescott Building, 701 Main Street**

DEPARTMENT OFFICE	EXT.	SUITE	EMAIL CONTACT
AGRICULTURAL COMMISSION	1311	4	<a href="mailto:npiazza@lanasterma.net">npiazza@lanasterma.net</a>
AMBULANCE - Accounts and Billing	1043	1	<a href="mailto:kalamb@lanasterma.net">kalamb@lanasterma.net</a>
ANIMAL INSPECTOR	1013	2	<a href="mailto:townclerk@lanasterma.net">townclerk@lanasterma.net</a>
BOARD OF APPEALS	1311	4	<a href="mailto:npiazza@lanasterma.net">npiazza@lanasterma.net</a>
BOARD OF ASSESSORS	1000	3	<a href="mailto:dsanders@lanasterma.net">dsanders@lanasterma.net</a>
BOARD OF HEALTH	1310	6	<a href="mailto:ddennis@lanasterma.net">ddennis@lanasterma.net</a>
BUILDING OFFICAL/ZONING ENFORCEMENT OFCR.	1309	4	<a href="mailto:tzahariadis@lanasterma.net">tzahariadis@lanasterma.net</a>
BUSINESS CERTIFICATES (Town Clerk)	1304	2	<a href="mailto:townclerk@lanasterma.net">townclerk@lanasterma.net</a>
CABLE TV ADVISORY COMMITTEE	1201	1	<a href="mailto:krocco@lanasterma.net">krocco@lanasterma.net</a>
COMMISSION ON DISABILITY	1201	1	<a href="mailto:krocco@lanasterma.net">krocco@lanasterma.net</a>
COMMUNITY DEVELOPMENT & PLANNING DIRECTOR	1311	4	<a href="mailto:npiazza@lanasterma.net">npiazza@lanasterma.net</a>
CONSERVATION COMMISSION	1054	4	<a href="mailto:dkoonce@lanasterma.net">dkoonce@lanasterma.net</a>
COUNCIL ON AGING - DIRECTOR	1102	7	<a href="mailto:aturner@lanasterma.net">aturner@lanasterma.net</a>
CULTURAL COUNCIL	1201	1	<a href="mailto:krocco@lanasterma.net">krocco@lanasterma.net</a>
DOG LICENSES (Town Clerk)	1013	2	<a href="mailto:townclerk@lanasterma.net">townclerk@lanasterma.net</a>
ENERGY COMMISSION	1311	4	<a href="mailto:npiazza@lanasterma.net">npiazza@lanasterma.net</a>
FINANCE COMMITTEE	1303	3	<a href="mailto:cgariepy@lanasterma.net">cgariepy@lanasterma.net</a>
HISTORICAL COMMISSION	1057		<a href="mailto:historical@lanasterma.net">historical@lanasterma.net</a>
PARKING CLERK	1305	5	<a href="mailto:mfrost@lanasterma.net">mfrost@lanasterma.net</a>
PLANNING BOARD	1311	4	<a href="mailto:npiazza@lanasterma.net">npiazza@lanasterma.net</a>
RECREATION DIRECTOR	1108	—	<a href="mailto:ashephard@lanasterma.net">ashephard@lanasterma.net</a>
RECYCLING INFORMATION	1304	2	<a href="mailto:townclerk@lanasterma.net">townclerk@lanasterma.net</a>
SEALER OF WEIGHTS & MEASURES	1309	4	<a href="mailto:rvalinski@yahoo.com">rvalinski@yahoo.com</a>
SELECTMEN'S OFFICE	1201	1	<a href="mailto:krocco@lanasterma.net">krocco@lanasterma.net</a>
SENIOR/COMMUNITY CENTER	1106	7	<a href="mailto:aturner@lanasterma.net">aturner@lanasterma.net</a>
SENIOR CITIZEN TRANSPORTATION (MART Van)	1103	7	<a href="mailto:aturner@lanasterma.net">aturner@lanasterma.net</a>
TAX COLLECTOR	1012	5	<a href="mailto:mfrost@lanasterma.net">mfrost@lanasterma.net</a>
TOWN ACCOUNTANT	9999	1	<a href="mailto:cgariepy@lanasterma.net">cgariepy@lanasterma.net</a>
TOWN ADMINISTRATOR	1302	1	<a href="mailto:opacheco@lanasterma.net">opacheco@lanasterma.net</a>
TOWN CLERK	1013	2	<a href="mailto:townclerk@lanasterma.net">townclerk@lanasterma.net</a>
TOWN FOREST COMMITTEE	1311	4	<a href="mailto:thcastner@comcast.net">thcastner@comcast.net</a>
TREASURER	1012	5	<a href="mailto:mfrost@lanasterma.net">mfrost@lanasterma.net</a>
VITAL RECORDS - Births, Marriages, Deaths	1013	2	<a href="mailto:townclerk@lanasterma.net">townclerk@lanasterma.net</a>
VOTER REGISTRATION & INFORMATION	1013	2	<a href="mailto:townclerk@lanasterma.net">townclerk@lanasterma.net</a>
ZONING ENFORCEMENT OFFICER	1309	4	<a href="mailto:tzahariadis@lanasterma.net">tzahariadis@lanasterma.net</a>



**TOWN OF LANCASTER**  
**DIAL 978-365-3326, THEN DESIRED EXTENSION**

**DEPARTMENT OF PUBLIC WORKS**  
**392 MILL STREET EXT**



DEPARTMENT OF PUBLIC WORKS	EXT.	EMAIL CONTACT
PUBLIC WORKS - CEMETERY DIVISION	978-368-1528	<a href="mailto:cemetary@lanasterma.net">cemetary@lanasterma.net</a>
PUBLIC WORKS - HIGHWAY DIVISION	9991	<a href="mailto:highway@lanasterma.net">highway@lanasterma.net</a>
PUBLIC WORKS - SUPERINTENDENT	1101	<a href="mailto:kbartlett@lanasterma.net">kbartlett@lanasterma.net</a>
PUBLIC WORKS – EXECUTIVE ASSISTANT	1202	VACANT
PUBLIC WORKS – WATER DIVISION	1034	<a href="mailto:water@lanasterma.net">water@lanasterma.net</a>

**EMERGENCY - AMBULANCE - FIRE- POLICE CALL 911**

**PUBLIC SAFETY - 1053/1055 MAIN STREET**

PUBLIC SAFETY	EXT.	EMAIL CONTACT
FIRE DEPARTMENT - Burning Permits	1009	<a href="mailto:mhanson@lanasterfd.net">mhanson@lanasterfd.net</a>
FIRE DEPARTMENT - Fire Chief's Office	1009	<a href="mailto:mhanson@lanasterfd.net">mhanson@lanasterfd.net</a>
EMERGENCY MANAGEMENT DIRECTOR	1009	<a href="mailto:mhanson@lanasterfd.net">mhanson@lanasterfd.net</a>
POLICE DEPARTMENT - Chief of Police	1005	<a href="mailto:eburwinkel@lanasterma.net">eburwinkel@lanasterma.net</a>
POLICE DEPARTMENT (Business Calls)	1021	<a href="mailto:rzaqwn@lanasterma.net">rzaqwn@lanasterma.net</a>
FOREST WARDEN	1009	<a href="mailto:mhanson@lanasterfd.net">mhanson@lanasterfd.net</a>
DOG OFFICER (Via Dispatch Center)		978-772-1900

**LANCASTER TOWN OFFICES AND HISTORIC COMMISSION**

**ADDRESS: Prescott Building, 701 Main Street, Lancaster, MA 01523**