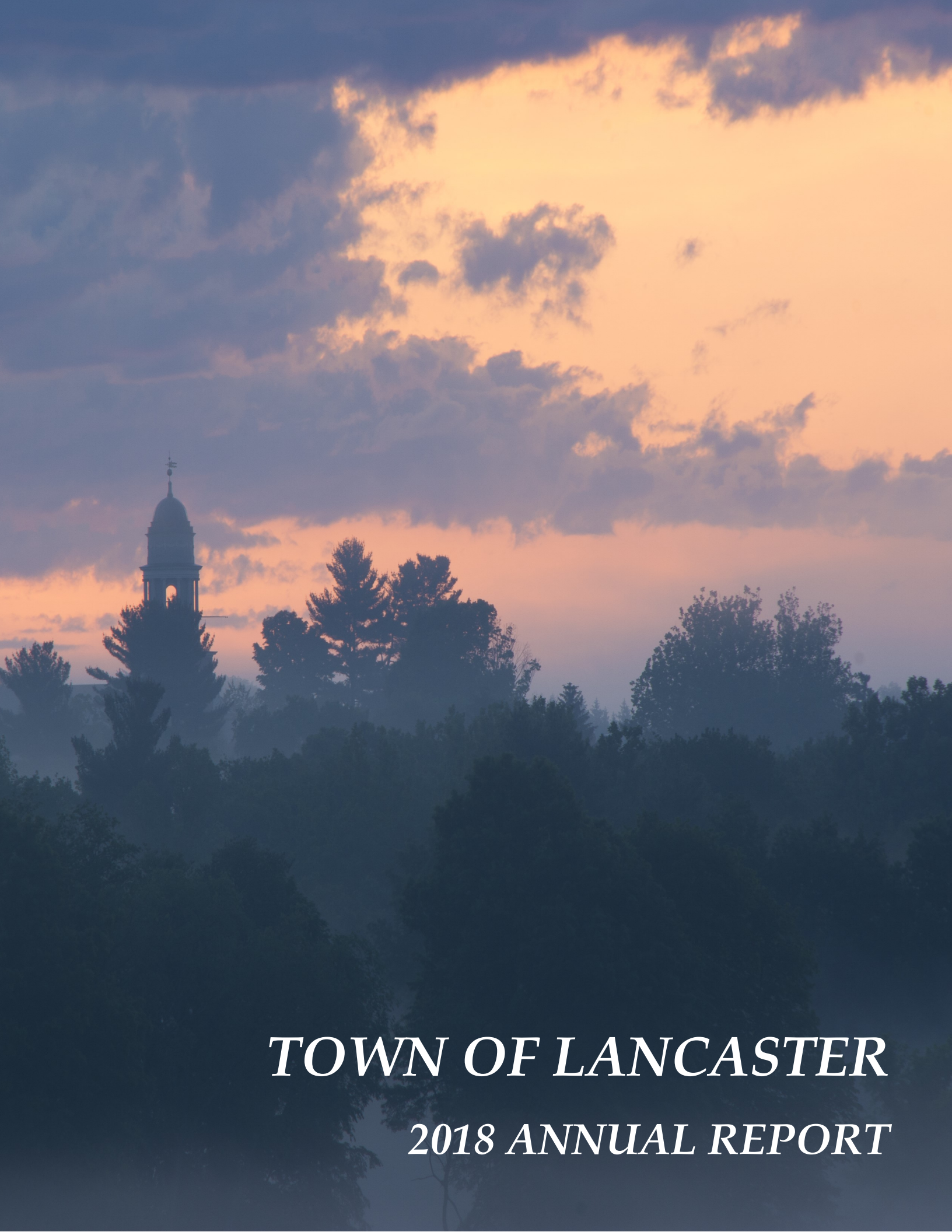


# TOWN OF LANCASTER

## 2018 ANNUAL REPORT

# TOWN OF LANCASTER

# ANNUAL TOWN REPORT

## ANNUAL REPORT OF OFFICERS AND COMMITTEES 2018

# COVER PHOTO

# AND

# LANCASTER TOWN

# PHOTOS

# COMPLIMENTS OF

# JOHN CANNON

# LANCASTER RESIDENT

# Dedicated to:

## William W. Bartlett

***January 30, 2019***

*Police Department – 1986-1996*

*Memorial Day Parade Marshall – 2000-2017*

*Photo courtesy of Jane Paszko*

# In Memoriam

## Janice Kerrigan

***February 9, 2018***

*Administrative Assistant, Mary Rowlandson Elementary*

*1983-2018 (35 years of Service)*

## Alfred "Bud" Roberts

***June 11, 2018***

*Wire Inspector*

*1997-2016*

## Peter Farmer

***April 26, 2018***

*Minuteman School Committee*

*Conservation Commission August, 2000-Present*

*Serving as Both Vice-Chair and Chairperson over the years*

**2018 Annual Report**

Table of Contents


*In Memoriam*

**General Town Information**

Elected Town Officers 1

**General Government**

Board of Selectmen 8

Licenses Issued by the Board of Selectmen 12

Town Counsel 16

Town Clerk 17

Treasurer/Collector 18

**Health and Human Services**

Board of Health 21

Council on Aging 34

Lancaster Housing Authority 49

Commission on Disability 51

Office of Veteran's Services 54

**Office of Planning and Community Development**

Board of Appeals 57

Planning Board 61

Conservation Commission 70

Agricultural Commission 74

**Public Safety**

Lancaster Police 76

Lancaster Fire 85

Animal Control 87

**Office of Inspectional Services**

Building Department 90

Plumbing and Gas Inspector 91

Electrical Inspector 91

Sealer of Weights and Measures 91

**Public Works**

Board of Public Works 92

Highway Department 94

Water Division 94

Cemetery and Tree Division 95

**Technology**

Information Technology 97

**Culture and Recreation**

Trustees of the Thayer Memorial Library 99

Sterling Lancaster Cable Television 117

Lancaster Historical Commission 120

Recreation Commission 125

Open Space and Recreation 130

Lancaster Bike and Trail Ways Commission 133

Memorial Day Committee 135

**Education**

Nashoba Regional School District 141

Minuteman Regional High School 154

Perkins School 155

**Community Organizations and Activities**

Lancaster 4-H 161

Friends of Lancaster Seniors, Inc 162

**Town Records**

Town Records 165

**Elections and Town Meetings**

Elections and Town Meetings 171

**Financial Reports**

Board of Assessors 200

Finance Director and Town Accountant 203

Combined Balance Sheet 204

FY 2018 Budget 206

Other Funds, FY 2018 212

**Municipal Directory**

Municipal Directory 216

# GENERAL INFORMATION

## ELECTED TOWN OFFICALS 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, 2021 |
| Mark A. Grasso, Jr. | May, 2019 |

***Board of Public Works***

| | |
|---|---|
| John J. King, Jr., Chair | May, 2021 |
| Courtney Manning | May, 2019 |
| Douglas A. DeCesare | May, 2020 |

***Board of Health***

| | |
|---|---|
| John A. Ranieri | May, 2021 |
| John A. Farnsworth | May, 2020 |
| Stephen Piazza, Chair | May, 2019 |

***Finance Committee***

| | |
|---|---|
| James E. Riley, Chair | May, 2021 |
| D. Susan Thompson, Vice-Chair | May, 2020 |
| Michelle Vasquez, Clerk | May, 2021 |
| Emily J. Kerrigan | May, 2020 |
| David DiTullio | May, 2019 |

***Nashoba Regional School District Committee***

| | |
|---|---|
| Alise K. Crossland | May, 2020 |
| Kathryn J. Codianne | May, 2021 |
| Susan Reardon | May, 2019 |

***Board of Library Trustees***

| | |
|---|---|
| Frank T. MacGrory, Vice Chair | May, 2020 |
| Emily J. Rose, Chair | May, 2020 |
| Kathryn N. Engelhardt | May, 2021 |
| David I. Spanagel | May, 2021 |
| 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, 2023 |

***Housing Authority***

| | |
|---|---|
| VACANT | |
| Duanne M. Miller, Vice-Chair | May, 2020 |
| Mary Judith MacLean | May, 2020 |
| Frank T. MacGrory | May, 2020 |
| Carol J. Sonia (State Appt.) | May, 2020 |

# APPOINTED BY THE BOARD OF SELECTMEN

***Animal Control Officer***

Phyllis A Tower 6/30/2019

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

Phyllis A Tower 4/30/2019

***Building Inspector - Alternate***

Vacant

***Emergency Management Director***

Michael Hanson None

***Environmental Coordinator***

*Vacant*

***Fence Viewer***

Tony Zahariadis 6/30/2019

***Keeper of the Lockup***

Edwin Burgwinkel 6/30/2019

***Keeper of the Town Pound***

*Vacant*

***MART Advisory Board***

Alexandra Turner

***Measurer of Wood & Back***

Ronald W. Valinski, Jr. 6/30/2019

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

Vacant

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

Thomas Christopher

***Sealer of Weights & Measures***

Ronald W. Valinsky, Jr 6/30/2019

***Town Counsel***

Kopelman & Paige, P.C. 6/30/2019

***Veterans' Agent and Alternate***

*Richard Voutour*

***Veterans Burial Agent***

Dianne M. Reardon 6/30/2019

***Veterans Grave Agent***

*Vacant*

# MULTI-YEAR APPOINTMENTS BY THE BOARD OF SELECTMEN

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

Tony Zaharadias 06/30/2019

***Collector-Treasurer***

Mary Frost 07/02/2020

***Conservation Agent***

David Koonce

***Constables***

Lyle W. Pierce 06/30/2019

***Director of Finance & Budget***

Cheryl Gariepy 10/09/2020

***Fire Chief***

Michael Hanson 12/31/2019

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

Vacant

***Municipal Hearings Officer***

Orlando Pacheco None

***Planning Director***

Michael Antonellis 06/30/2019

***Police Chief***

Edwin H. Burgwinkel, Jr. 06/30/2021

***Town Administrator***

Orlando Pacheco 06/30/2020

## 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 | 06/16/2021 |

### *ANIMAL CONTROL COMMISSION*

| | |
|---|---|
| Adrienne Gadoua | 06/30/2020 |
| Joyce E. Moody | 06/30/2019 |
| Maribeth Eugene, Chair | 06/30/2021 |
| Philip Eugene | 06/30/2021 |
| Robert Foney | 06/30/2019 |

### *BOARD OF APPEALS*

| | |
|---|---|
| Robert L. Baylis, (Alt) | 01/05/2020 |
| Scott Miller | 06/30/2021 |
| Sarah E. Gulliver | 06/30/2023 |
| David K. Stadtherr | 06/30/2023 |
| Jeanne G. Rich, Chair | 06/30/2019 |
| Francis G. Sullivan Jr., Clerk | 06/30/2022 |
| Johanna Meyer (Alt) | 06/30/2021 |
| Matthew Mayo, Vice-Chair | 01/05/2020 |

### *BOARD OF ASSESSORS*

| | |
|---|---|
| Debra Sanders | 07/01/2020 |
| Michael Burke, Sr., Co-Chair | 06/30/2021 |
| **Vacant** | |
| **Vacant** | |

### *BOARD OF REGISTRARS*

| | |
|---|---|
| Elizabeth Cahill | 06/30/2020 |
| Mary Perreira | 06/30/2019 |
| Dianne M. Reardon | 06/30/2019 |

### *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 | 06/30/2021 |
| Rose-Marie Bissonnette | 09/06/2021 |
| Lorry Doucet | 06/30/2019 |
| Daryl Blaney | 06/30/2019 |
| Marilyn Chambers | 09/06/2019 |
| **Vacant** – Associate (3) | |

### *CONSERVATION COMMISSION*

| | |
|---|---|
| Donald H. Chaisson | 06/30/2019 |
| Thomas J. Christopher | 06/30/2021 |
| Bonnie Mae Smith | 06/30/2019 |
| Shawn Corbett | 06/30/2019 |
| James Lavallee | 06/30/2019 |
| Nathan Stevens, Chair | 06/30/2021 |
| Thomas Seidenberg | 06/30/2019 |

### *COUNCIL ON AGING*

| | |
|---|---|
| Nicole Kanis | 06/30/2020 |
| Jane-Anne Crossman | 06/30/2020 |
| Jay Moody, Chair | 06/30/2019 |
| Michele Macdonald | 06/30/2019 |
| Frank MacGrory | 06/30/2019 |
| Mary J. MacLean | 06/30/2021 |
| JoAgnes Santangelo | 06/29/2021 |
| Ann Mazzola | 06/30/2020 |

# BOARDS AND COMMISSIONS, CONTINUED

| *CULTURAL COMMISSION* | |
|---|---|
| Michele Macdonald | 06/01/2021 |
| Kathleen Foell | 06/30/2020 |
| Marie G. Sullivan, Chair | 06/15/2021 |
| Maureen E. Hardy | 06/30/2020 |
| Susan Sussman | 06/30/2021 |
| Denise Hurley | 06/30/2020 |
| Donna Rosander | 06/30/2020 |
| Patricia Doyle | 06/30/2020 |
| Michelle Macdonald | 06/01/2021 |
| Jenn Shea-Kettles | 08/10/2021 |

| *ENERGY COMMISSION* | |
|---|---|
| Donald E. Atkinson, Chair | *Standing* |
| John Bowman, Jr. | *Standing* |
| John Mazeika | *Standing* |
| **Vacant** | |
| Jay M. Moody | *Standing* |

| *HISTORICAL COMMISSION* | |
|---|---|
| Michael S. Sczerzen, Vice-Chair | 06/30/2020 |
| Heather L. Lennon, Chair | 06/30/2020 |
| Joy F. Peach | 06/30/2019 |
| Mark A. Schryver | 06/30/2019 |
| Karen S. Silverthorn | 06/30/2020 |
| Imogene Watson(Assoc.) | 06/30/2021 |
| Joan Richards | 06/30/2019 |
| Jay Moody | 06/30/2021 |
| Marcia Jakubowicz (Assoc.) | 06/30/2021 |
| Amy Brown (Assoc.) | 06/30/2021 |

| *MEMORIAL DAY COMMITTEE* | |
|---|---|
| Ann P. Fuller | 06/30/2020 |
| Jennifer Lapen | 06/30/2020 |
| Donna Sanginario | 06/30/2020 |
| Karen Shaw | 06/30/2020 |

| *MEMORIAL DAY COMMITTEE, CONT.* | |
|---|---|
| Carol Sonia | 06/30/2020 |

| *OPEN SPACE AND RECREATION COMMITTEE* | |
|---|---|
| **Vacant (4)** | 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 | 06/30/2021 |
| Mark Renczkowski | 06/30/2019 |
| Win Clark | 06/30/2021 |
| Kaitlin O'Riorden | 06/30/2019 |
| Stephen Hutchinson | 06/30/2021 |

## BOARDS AND COMMISSIONS, CONTINUED

| *TOWN FOREST COMMITTEE* | |
|---|---|
| Jason Allison | 06/30/2019 |
| Timothy H. Castner, Chair | 06/30/2019 |
| Christopher G. Fish | 06/30/2019 |

| OTHER TOWN & SCHOOL DEPARTMENT OFFICIALS | | |
|---|---|---|
| ***Ambulance Captain*** | | Chosen by Ambulance Squad |
| ***Burial Agent*** | Dianne M. Reardon | Employed by BOH |
| ***Gas/Plumbing Inspector*** | Thomas Soldi | Appointed by Bldg Commissioner |
| ***Gas/Plumbing Inspector*** | Kenneth Poulin, Jr. (alt.) | Appointed by Bldg Commissioner |
| ***Library Director*** | Joseph Mulé | Employed by Library Trustees |
| ***Minuteman School Committee*** | Alise Crossland | Appointed by Moderator |
| ***MRPC Delegate*** | Vacant | Designated by Planning Board |
| ***Supt of Public Works*** | Kevin A. Bartlett | Appointed by DPW Board |
| ***Supt of Schools (Minuteman)*** | Dr. Edward A. Bouquillon | Contract with School Committee |
| ***Supt of Schools (Nashoba)*** | Brooke Clenchy | Contract with School Committee |
| ***Wire Inspector*** | Dennis Monteiro | Appointed by Bldg Commissioner |
| ***Wire Inspector*** | David M. Hinckley (Alternate) | Appointed by Bldg Commissioner |

# GENERAL GOVERNMENT

# BOARD OF SELECTMEN
# 2018 Annual Report

The Board of Selectmen is pleased to present its Annual Report for the calendar year 2018. Walter F. Sendrowski was re-elected to the Board of Selectmen at the Town Lancaster Annual Election held on Monday, May 14, 2018.

The Board re-organized at the organizational meeting held on June 4, 2018, 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 2018, 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 Committees**

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

**Legislative Delegation**

The Board wishes to acknowledge the assistance of Representative Harold P. Naughton, Jr., and Senator Dean Tran, 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 2019 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 $22,046,620, for Fiscal Year 2019. This is an overall increase 7.21% from Fiscal Year 2018.

**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 total assessment of for Fiscal Year 2019 was $1,780,470.

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 7, 2018 Annual Town Meeting – Attendance approximately 153 residents**

The Town Moderator, Mr. William O'Neil, called the Annual Town Meeting to order on Monday, May 7, 2018 to act on Fourteen Warrant Articles. All Articles passed. 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, 2018, or act in any manner relating thereto. The town meeting voters approved the Fiscal Year 2019 Budget expenditures as printed in the warrant. Article approved by 2/3rds vote as required.

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 and 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 toward 2019. The completion and transition to the Prescott Building was a welcomed move in February 2018. We know that fiscal challenges lie ahead and will look to address them in the best manner possible. The Board will continue to work with the Town Administrator Orlando Pacheco to facilitate objectives that best balance the overall quality of life in Lancaster, being mindful of our financial ability to do so. One goal 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 all 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.

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. We would also like to thank all for their patience during the Netflix filming during the summer and autumn months.

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, as always, 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 2018

| 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 I, Class 2 | Ron Bouchard's Auto Sales, Inc. d/b/a Ron Bouchard's Nissan | 490 Old Union Turnpike, Lancaster, MA |
| Automobile Dealer – Class I, 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 Pizzaria, 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 8/10/18-8/12/18 | 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 |
| Public Amusement & Exhibition (Weekdays) 8/09/18 – 8/11/18 & Sunday Entertainment 8/12/18 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 6/10/18 @ Lancaster Fairgrounds, Seven Bridge Road | Peter Quick, BSA Owners Club of New England, Inc. | 286 Fitzwilliam Rd., Jaffrey, NH 03452 |
| Sunday Entertainment – Antique & Hot Rod Car Show on 9/10/18 @ 318 Seven Bridge Road | Ty-Rods Club, Inc. | P.O. Box 409, North Reading, MA |
| Automobile Dealer – Class 1 | 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 6/20/18 Summer Solstice Soirée - Community Center | Friends of the Lancaster Seniors, | 39 Harvard Rd, Lancaster, MA |

| | | |
|---|---|---|
| | Inc. | |
| One Day Beer & Wine License Craft Wine & Brew Tastings – 6/16;6/23;6/30;7/7;7/14;7/21;7/21;7/28;8/4;& 8/11/2018 | Kalon Farms | 339 Seven Bridge Rd. Lancaster, MA |
| One Day Beer & Wine License – 6/3/18 – BBQ Festival | Kalon Farms | 339 Seven Bridge Rd., Lancaster, MA |
| One Day Beer & Wine License – 9/1/18<br>Terrain Bike Race | Kalon Farms | 339 Seven Bridge Rd., Lancaster, MA |
| One Day Beer & Wine License on 8/10/18; 8/11/18, 8/12/18 – Bolton Fair | Rose Darden, President, The Bolton Fair, Inc. | P.O. Box 154 Bolton, MA |
| One Day Beer & Wine on 6/9/18- 6/10/19 & 9/22/18-9/23/18 - Profound Market/Artist Festival | Kalon Farms | 339 Seven Bridge Rd.<br>Bolton, MA |
| One Day Beer & Wine License for The Food Truck Food Festival on 8/25/18 held at Kalon Farms | Keith Kopley dba Kalon Farms | 339 Seven Bridge Rd., Lancaster |
| One Day Beer & Wine License on 5/19/18 Fundraiser – Jazz Concert | First Church of Christ | 725 Main Street, Lancaster, MA |
| One Day Beer & Wine License on 9/29/18 for the Horseshed Fair | First Church of Christ | 725 Main Street Lancaster , MA |
| One Day Beer & Wine License on 10/27/18 for Blues Concert | First Church of Christ | 725 Main Street Lancaster, MA |
| One Day Beer & Wine License on 2/9/19 Papa Pasta Dinner | First Church of Christ | 725 Main Street Lancaster, MA |
| One Day Beer & Wine License on 3/16/19<br>Saint Paddy's Day Dinner | First Church of Christ | 725 Main Street Lancaster, MA |
| One Day license – All Alcohol (non-profit)<br>Growing Places Non Profit Fund Raiser<br>10/10/18 | Growing Places | 325 Lindell Ave Leominster, 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, Dianne M. Reardon, Town Clerk and Melissa L. Pelletier, Assistant Town Clerk. George Davis continues to assist the Office while working under the auspices of the Senior Tax Work-Off Program.

The year 2018 was busy with three (3) elections. Along with the Annual Town Election, there was a State Primary and State Election held in September and November. In addition, there was a recount held in September for the Third Congressional District Primary.

The Board of Registrars currently consists of Town Clerk, Dianne M. Reardon (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. Melissa L. Pelletier, 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. Elections and Town Meetings results for 2018 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. The Clerk's Office is also responsible for Ethics testing for all employees and board members.

In 2018, the Clerk's Office produced revenues totaling $25,427.60 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)

Respectfully submitted,

Dianne M. Reardon
Town Clerk

## TREASURER/COLLECTOR OFFICE

In February of 2018 Town offices moved to the newly renovated Prescott building. An open house was held prior to the move and was well attended by local residents, dignitaries and employees. Many of those who attended the open house shared stories of going to school here, teaching here and remembering good old days. We have settled in nicely and are thrilled with the space and beauty of the building.

In June the 3.5M water borrowing was completed. Competitive bid results were submitted on June 14, 2018 and the bidder with the true interest cost of 3.184 was awarded the bond.

In August 2018 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. Congratulations to Marcia, she passed the assistant collectors test and is now a Massachusetts Certified Assistant Collector.

In November 2018 our online payment system was converted from MCC to Invoice Cloud due to the merger of the companies. We started with a small excise commitment to begin the conversion. Third quarter real estate, personal property and water will convert in January 2019.

Another highlight of 2018 was the filming of the Netflix series. Various locations on the Town's campus were used in the film. Although some days were a bit crazy with people, props and production equipment we were always treated with kindness and respect from all involved in the filming.

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.

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@lancasterma.net.

***AHI***

In 2018 the Board initiated participation in the State's Abandoned Housing Initiative. This program, driven by the Attorney General's office supports Massachusetts cities and to help them seek out delinquent owners of abandoned residential property and encourage them to voluntarily repair their properties and make them secure.

***Complaints***

Identified complaints are investigated by our Nashoba Associated Board of Health (NABH) Agent, William J. Brookings, and 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.

***Septic Systems***

The NABH reported that 38 septic system plans were reviewed in 2018, and that 14 Title 5 septic permits were issued by the LBOH.

***Regulation Changes***

The Board changed the regulations to eliminate requirements that exceed the State's Title 5 regulations. These changes have streamlined the process for the development and approval of on-site underground wastewater management systems, also known as "Septic Systems".

***Wells***

The NABH reported that 14 well plans were reviewed in 2018, and that 4 well permits were issued by the LBOH.

***Miscellaneous Permits***

A variety of other permits were issued in 2018, including permits for porta-potties, pools, collection containers and retail sales of tobacco. Tobacco permits were issued to the following establishments in 2018:

- Cumberland Farms, High Street Extension
- Cumberland Farms, Main Street
- Main Street Auto, Main Street
- N&K Lancaster LLC Racing Mart

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.

The Board amended the Sale of Tobacco Products on May 9, 2018 which took effect on July 1, 2018.

***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 2018:

- 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

The Trash Hauler Regulations can be found on the LBOH web page on the town web site at 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/holiday 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 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.

***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***

22 dogs and cats were vaccinated at the annual rabies clinic. 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 36 Burial Permits, of which 3 were interred in Lancaster, 33 were interred elsewhere, 19 were cremated, and 5 removed from the State.

***Earth Product Importation***

Member John Farnsworth has been educating the Board about the risks associated with importation of earth products. This is a state-wide issue that has involved what are perceived as negative impacts to the health of a number of communities. The goal of the Board is to raise awareness among the citizens and the appropriate Town Boards and Committees so that data driven decisions can be made to determine if Lancaster needs to take steps to address these challenges.

***Other Business***

The Board welcomed John Ranieri as a new member replacing Richard Belanger. The Board would like to thank Richard for his service to the Board and to the Town.

Respectfully submitted,

**Stephen Piazza, *Chairman***

**John Farnsworth, *Clerk***

**John Ranieri, *Member***

**NASHOBA ASSOCIATED BOARDS OF HEALTH**

**LANCASTER ANNUAL REPORT 2018**

**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 2018 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 **60** 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!

**TOWN OF LANCASTER**

Environmental Health Department

**Environmental Information Responses**

**Lancaster Office (days) .....74**

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.....33**

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.....24**

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.....22**

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..... 120**

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.....38**

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 .....14**

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

**Septic System Inspections .....54**

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.....66**

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

**Well Permits.....4**

**Water Quality/Well Consultations .....14**

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 ..... 22**

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** .....**415**

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** .....56

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

**Rehabilitative Therapy Visit**.....352

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…….4**

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 15 clinics/programs and those activities offered your citizens: blood pressure screening, flu shots and an opportunity to consult with the nurse to address questions. Program topics addressed issues surrounding hoarding and the services of the Board of Health

Our staff conducted 8 number of health promotion/well-being check in your communities.

We administered 98 flu shots through our annual clinics.

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

Investigated.....66

Confirmed.....41

Communicable Disease Number of Cases

- Calicivirus/Norovirus.....1
- Hepatitis A.....1
- Influenza.....36
- Salmonella.....2
- Shiga Toxin .....1

**Dental Health Department**

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

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

Students Eligible.....202

Students Participating.....125

Referred to Dentist.....9

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

Number of Programs.....11

## 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/Tercennteray School just behind the town green. The 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, , and Sterling-Lancaster TV. It is also a popular home for town department meetings as well as many non-profit meetings. In 2018 Recreation and The Commission on Disability left the Center for their new home in the 'Old Town Hall'.

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 by enjoy 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. .

*Art School*

*The Lancaster Council on Aging (COA*) continued to grow during 2018, 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.

*Overview*

The numbers: 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 7,160 residents of those 1978 were seniors or those defined as those over the age of 60, or *approximately 28 percent of residents are seniors*. In addition to the core 27% of residents we extend services to senior's friends, families and neighbors. Those 18 and under number 1221..

**The budget:** FY 2018 (July 2017 to June 30 2018) the COA/LCC budget was $ 71,682 (a decrease from FY 17) The total town budget was $22,092.601 or .32% of the total budget. Services are also supported by public and private grants and business relationships with our partners.

**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 (MOC) 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.

*4H Flowers for Seniors*

**Board:**

The Council on Aging is managed by a nine person board, though only seven were appointed in 2018. 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 2018 were Chairman Jay Moody, Nicole Kanis, Mary J. MacLean (Judi), Michelle Jones (resigned in 2018) Michele Macdonald (rejoined in the summer), Elsie Lively, Elsie Lively, 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. Melissa Pelletier became Assistand Town Clerk in August. Donna Traylor moved to share her Payroll postion with some of Melissa's duties until November. During the last week of November Olga Torres joined the ranks as Administrative Assitant and Dispatch. Marilyn Largey continued to serve as of Community Services Liaison. 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. In late November Jay Moody board chair took over duties temporarily running the COA /LCC.

Transportation: In addition to office staff the COA partners with MART to provide transportation services for elders and the disabled. The driving team included David "Rocky" Rockwell, in addition to Tim Casey, and Jim Peters .

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 shared, and did very well at. Susan 'Sue" Franks came aboard after Deb and Bev retired (again in the spring of 2018). 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 2018 our fill in MOW drivers included Dick Bowker, Jay Moody, Tim Casey, and Maribeth Eugene delivered meals. Students from Nashoba, and Perkins School delivered meals too. 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.
We also are fortunate to have regular volunteer workers from Perkins school who help us weekly.

*Mah Jongg*

## Goals

The Board's priorities for 2018 were to improve outreach; beyond the walls of the Center in order to provide services to seniors and their families
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 550 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 750+ 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 2018 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 Votour 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:**

The town voted $71,682 for the LCC/COA budget. The total budget was $22,092,601 (of the total education was $14,393,555). This is a decrease represents a decrease from 2017 from 2018. In addition we received another $10,000 grant from Harvard Comnity 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.

Kitchen Renovation Completed: June 2018. 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.

*Bridge*

### *Recurring Supports and Events*

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

*Soiree*

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

- We dispatched/ drove 5,395 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: (6,011 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)* 4,223 registered for 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

*Community Garden*

**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.)
- Flu Shot and Clinics: 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 culmatively)

- 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,
- Tapas on the Terrace, or Third Thursdays. Evenings with live music, great food and the Friends Cash Bar. Summer Solstice Soiree

- Spring Fling Party
- Health Fairs
- Dine and Learn education series

*Growing Places*

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

*Vaillancourt Folk Art trip*

## Cultural /Entertainment

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

*Patio and Garden*

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. In the summer of 2019 the Board of Selectmen moved the Senior Tax Abatement program from the Council on Aging to the Board of Assesors. New requirements were issued by the Board of Assesors for the new Senior Tax Abatement fiscal year effective November 1st 2018.

**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 Sherrif'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, one bedroom with a walk-in closet and a bathroom.

For the calendar year 2018 the Authority had eight (8) 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 nine non-elderly and eleven minority status residents.
Our oldest resident is 97 years young. Congratulations!

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

The Lancaster Housing Authority is only doing one apartment as accessible because of lack of bidders and the cost of redoing the apartment. The apartment should be done by the fall of 2019.

***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

## COMMISSION ON DISABILITY

In 2018 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 residents with disabilities 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 continued the process of supporting the development of a Lancaster ADA plan (Americans with Disabilities Act). The commission provided guidance and input to assist the town planner, ADA coordinator and consultant with the Montachusett Regional Commission (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.
Speaking of ADA compliance, during the year, extensive construction along much of Main Street took place to install ADA compliant sidewalks and curb cuts. Many residents are already reaping the benefits of this excellent program, which was a direct result of the "Complete Streets" initiative that began several years ago with town planning and the Montachusett Regional Commission, via the guidance, input and support of the COD.

This year the COD actively engaged schools and churches to help broaden community involvement in Lancaster Accessibility Awareness Month (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 and emergency preparedness, which drew many people. Also during the month, “The Theory of Everything”, an award winning movie tribute to the genius physicist Steven Hawking, took place at the Thayer Memorial Library (TML). 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. LAAM also included an event held at Unified Health & Performance, a fully inclusive gym on Mill Street. Lancaster supporting programs for people with all forms of abilities or disabilities. October 2018 was a very busy month for the COD and LAAM was a success. 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.

In 2018 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 and regularly interfaces with the Massachusetts Office on Disability (MOD) while also keeping abreast of any matters, events etc. pertinent to accessibility. 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 2018 the COD has monitored, worked with and advised town organizations on accessibility for numerous projects such as the Prescott Building Renovation, and proposed new developments such as the Pellechia canoe launch, Goodridge Estates, and has also occasionally made suggestions for residents in need of assistance.

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 (MOD) so that the entire state may benefit as well. As such, the COD began building content and designing a format for an Emergency Preparedness Guide.

In 2018, the COD office was moved from the community center and set up in a vacant office in the old town hall, where the COD is now located.

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

# OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT

## BOARD OF APPEALS

Calendar year 2018 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 2018, the highlights of which are listed as follows:

Comprehensive Permits

- Crescent Builders, Inc., Goodridge Brook Estates Chapter 40B regulatory documents

  *The board received this application in early 2018 and will continue to hear public comment through April of 2019.*

- Tyrone Jones, Jones Crossing Chapter 40B regulatory documents

  *The board approved minor amendments to this plan 5/24/2018.*

Variances / Special Permits / Other Zoning Relief

- Claudia Kelley and Bob Cronin, 29 Mill Street

  Special Permit pursuant to Section 220-9 (G) (Accessory apartment)

  *Approved:* 1/25/18

- Brian Lussier, 121 Mill Street

  Amendment to Special Permit to Allow used Car Sales

  *Approved: 4/26/18*

- Bob & Janey Baylis, 61 Moffett Street

  Special Permit pursuant to Section 220-9 (G) (Accessory apartment)

  *Approved: 4/26/18*

- Joe D'Eramo, 127 Harvard Road

  Special Permit pursuant to Section 220-9 (G) (Accessory apartment)

  *Withdrawn: 5/24/18*

- Sharon Poch, 26 Bradbury Road

  Variance of 6 feet to construct a pool in the required 20 ft setback

  *Approved: 5/24/18*

- Clayton Renzi, 287 High Street Extension
  11 foot Variance from Section 220-11 (B) (4) of the Lancaster Zoning Bylaw

  *Approved 6/28/18*

- Heidi Lundblad, 61 Old Union Turnpike
  Special Permit Amendment to previously approved paddock for horses on property less than 5 acres

  *Approved: 7/26/18*

- Jeanne Rich, 281 Mill Street Extension
  Special Permit pursuant to Section 220-9 (G) (Accessory apartment)

  *Approved: 7/26/18*

- Elizabeth Rutledge, 50 Fire Road 10
  Special Permit pursuant to Section 220-9 (G) (Accessory apartment)

  *Approved: 8/23/18*

- Edward Tierney, 34 Harkins Street
  Variance for front yard setback; side and read setback

  *Approved: 9/27/18*

- Kathryn Engelhardt, 227 Harvard Road
  Variance pursuant to lot dimensions and Special Permit for Home occupation; free standing sign, sign illumination

  *Approved: 11/28/18*

## APPEALS

- Kevin Joyce, 61 Old Union Turnpike Appeal of the Building Inspector
  *Decision of Building Commissioner Overturned:* 3/22/18

- Robert Lidstone & Robert Perron, 290 Neck Road Appeal of the Building Inspector
  *Opened of 11/29/18, hearing continued to February 28, 2018*

- Ryan Aldrich, 290 Neck Road Appeal of the Building Inspector
  *Withdrawn: December 27, 2018*

- W.P. Spratt Corporation, 290 Langen Road Appeal of the Building Inspector
  *Decision of the Building Commissioner upheld: 12/27/2018*

## OTHER BUSINESS

In 2018, the Board re-organized and elected Jeanne Rich as Chair, Matthew Mayo as Vice-Chair and elected Frank Miller as Clerk.

The Lancaster Board of Appeals is an eight-member appointed board whose charge is to ensure compliance with a wide array of land use and zoning regulations in Lancaster. The Board of Appeals meets on the fourth Thursday of each month at 7:00 PM in the Prescott Building, unless posted otherwise. 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, mantonellis@lancasterma.net or ddennis@lancasterma.net. The Board acknowledges the professionalism and support offered by the Community Development and Planning office in completing this year's work.

Respectfully submitted,

Scott Miller, Chair
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 2018 proved to be an extremely productive year for the Lancaster Planning Board. During the course of the Board's 19 meetings, a wide range of activities occurred ranging from site plan reviews, stormwater management reviews, special permit reviews, ANR plan reviews, and zoning amendments. The Planning Board reviewed several significant applications in 2018, the highlights of which are listed below:

## SUBDIVISION PLANS

- Chieftain Way AKA Semper Fi Definitive Subdivision Plan (FKA 287 Mill Street Extension) – 3 lots
  *Approved:* 6/25/18

- 5 year extension for McGovern Place (aka McGovern Boulevard & FC Stars) non-residential subdivision

There were continued reviews and inspections at several sites that were approved in previous years.

## SITE PLANS

- Nationwide Solar, 1340 Lunenburg Road
  Definitive Site Plan for 17 carports with roof-mounted solar photovoltaic panels

  *Approved:* 6/11/2018

- Borrego Solar, 287 Brockelman Road
  Definitive Site Plan for ground-mounted solar photovoltaic panels

  *Approved:* 9/10/2018

- Pope Energy, 580 Fort Pond Road,
  Definitive Site Plan for ground-mounted solar photovoltaic panels

  *Approved: 8/13/2018*

- James Monroe Wire & Cable, 842 Sterling Road
  Definitive Site Plan Amendment for an existing Manufacturing use

  *Approved: 8/13/2018*

- Russell and Katherine Holden, 342 Goss Lane
  Definitive Site Plan for ground-mounted solar photovoltaic panels

  *Approved: 9/24/2018*

- Barbara Belisle, 1427 Main Street
  Definitive Site Plan for ground-mounted solar photovoltaic panels

  *Denied: 10/22/2018*

## SPECIAL PERMITS

- Borrego Solar, 287 Brockelman Road
  Special Permit for ground-mounted solar photovoltaic panels

  *Approved:* 9/10/2018

- Russell and Katherine Holden, 342 Goss Lane
  Special Permit for ground-mounted solar photovoltaic panels

  *Approved: 9/24/2018*

- Barbara Belisle, 1427 Main Street
  Definitive Site Plan for ground-mounted solar photovoltaic panels

  *Denied: 10/22/2018*

## Stormwater Management Permits

- Pope Energy, 580 Fort Pond Road,
  For ground-mounted solar photovoltaic panels

  *Approved: 8/13/2018*

## APPROVAL NOT REQUIRED (ANR) PLANS

- Larry Saybean
  34A & 5A Cleverly Cove Road

  *Approved:* 5/21/2018

- David Stadtherr & Ann Fuller
  Lot 1 & 2 Langen Road
  *Approved:* 11/27/2018

## Zoning Bylaw Amendments

At the May 7, 2018 Town Meeting the town voted to approve the following amendments**:**

- Section 220-36 - Lighting
  Amendment to include LED as a type of lighting style;

  To change the color range from a minimum of 2,000k to a minimum of 4,500k; To remove the illumination ratio in 220-36.2(E)(5).

  To remove subsections under Section 220-36.2(H) relative to applying for a Special Permit.

- Section 220-76 – Solar Energy Systems
  Change language in 220-76(E)(1) to allow for "reduction or increase" in required setbacks and/or buffer strip requirements.

  Addition of new subsection N to allow for waiver of the design standards noted in J, K, L & M at the Planning Board's discretion.

- Section 220-8.4 – Use Regulation Schedule
  *To include "A Marijuana Establishment" as a use category allowed by Special Permit by the Planning Board in the LI1, LI2, GI & EZ zoning districts and to prohibit Marijuana Retailers throughout all zoning districts.*

- Stormwater Management Bylaws
  Section 305 – exemptions granted to Single Family Dwellings for total land disturbance.

## Grants

- Although prior year's grants continue to be distributed and used, 2018 did not see any grants awarded to town through the Planning & Community Development office.

## 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

Russell Williston was appointed Lancaster's representative from the Planning Board. Noreen Piazza (Planning Director) was 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 2018, the Board voted to re-affirm Philip Lawler as Chair, Jeanne Rich as Vice-Chair and Francis Sullivan as Clerk.

In October of 2018, After approximately 15 years with the town, Noreen Piazza retired as Planning Director. Noreen was an asset to all the boards she served and helped the town achieve several milestones under her watch including Master Plans, Open Space & Recreation Plan, the first iteration of the Housing Production Plan as well as several other quantifiable contributions over the years that would exceed the limits of this annual report. Town Hall and the associated boards and committees thank her for her dedication and wish Noreen all the best.

## PLANNING IN 2019

The Board anticipates that 2019 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, mantonellis@lancasterma.net or 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.

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.

2018 was a somewhat slower year for wetland filings than 2017, with the Commission approving a total of 6 NOI's, 8 RDA's, and 1 ANRAD, compared to 9 NOI's and 12 RDA's in 2017.

During the course of 2018, the Commission reviewed the following projects:

| Filing | Applicant | Location | Action | Date |
|---|---|---|---|---|
| RDA | Philip Schoenig and Marylee Mattei | 20 Hunter Lane | Approved | 02/13/18 |
| RDA | Bryan and Kylee Donelle | 334 Kaleva Road | Approved | 02/13/18 |
| NOI | Massachusetts Electric Company (National Grid) | Seven Bridge and Center Bridge Road ROW's | Approved | 05/08/18 |
| NOI | Linda Neumayer and James Russell | Lot 2A Lunenburg Road | Approved | 05/22/18 |
| RDA | Dana Lepore | 108 Fitch Road | Approved | 06/12/18 |
| NOI | Schuffels Family IrrevocableTrust | 364 Bolton Road | Approved | 06/26/18 |
| NOI | Onyx Corporation | 2680 North Main Street | Denied | 06/26/18 |
| COC | North Lancaster, LLC | Off Lunenburg Road | Approved | 06/26/18 |
| ANRAD | Crescent Builders | Sterling Road | Approved | 06/26/1 |

| | | | | |
|---|---|---|---|---|
| | | | | 8 |
| COC | Keith Zukowski | 107 Holiday Lane | Approved | 08/14/18 |
| RDA | Michael Noonan | Lot 2 Deershorn Road | Approved | 09/11/18 |
| NOI | Borrego Solar Systems | 267 Brockelman Road | Approved | 09/11/18 |
| RDA | Eric and Danielle Schmidt | 105 Harvard Road | Approved | 10/09/18 |
| RDA | Town of Lancaster | Packard Street | Approved | 11/27/18 |
| RDA | Philip Lawler | Heritage Lane ROW | Approved | 11/27/18 |
| RDA | MassDOT | Route 2 ROW | Approved | 11/27/18 |
| NOI | Paul and Shannon Benoit | 35 Fire Road #7 | Approved | 11/27/18 |
| NOI | Michael and Elizabeth Fetterman | 50 Fire Road #10 | Approved | 12/11/18 |

***Land Protection***

In April, the Town closed on the purchase of 26.8 acres of land to be permanently protected conservation land under the care, custody, and control of the Conservation Commission. The parcel is adjacent to the Town Forest and will be managed by the Town Forest Committee for sustainable timber harvesting. The acquisition, approved by voters at the Special Town Meeting held in October, 2017, was funded in part by a Land Acquisitions for Natural Diversity (LAND) Grant from the Commonwealth of Massachusetts, which provided two-thirds (66%) of the $54,000 purchase price of the property and related acquisition costs. The property is now open to the public for passive recreation use; please note that motorized vehicles, with the exception of snowmobiles, are prohibited from the property.

***Land Stewardship/Management***

In the late summer of 2018, work was started on the replacement of two very old, dilapidated, and dangerous wood bridges over streams crossing the Farnsworth Trail at the heavily used Cook Conservation Area. The steel frames of the new handicapped-accessible bridges were securely in place by the end of the year, with only their deck planking remaining to complete the work. The Conservation Commission is grateful to Mark Melican and his crew for all their assistance with this project.

***Other Business***

It was with great sadness that the Commission lost longtime Commissioner Pete Farmer, who passed unexpectedly in April. Pete, a former Commission Chairman, was the Commission's most senior member, having devoted more than 20 years of dedicated public service to the Town of Lancaster as a Conservation Commissioner. Pete's exceptional knowledge, experience, and ability to analyze and resolve difficult issues are deeply missed.

The Commission lost another longtime member, Ken Rapoza, upon his move to Florida in May. The Commission is grateful to Ken for his many years of professional and accomplished leadership serving as the Commission's Chairman.

Three new members joined the Commission in 2018: Don Chaisson, Tom Seidenberg, and Shawn Corbett. The four senior Commissioners welcome the new members, thank them for their willingness to serve, and look forward to working with them on fulfilling the Commission's obligations and responsibilities.

***What's New for 2019***

Some of the Commission's upcoming activities in 2019 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 Town Forest Committee; the Commission will continue to work with the Town Forest Committee to advance this ongoing project. The Cook Conservation Area will continue to be the focus expansion efforts as well.

The Lancaster Conservation Commission meets on the second and fourth Tuesdays of each month at 7:00 PM in the Nashaway Room on the third floor of the 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 or 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.

Respectfully submitted,

**Nathan Stevens, *Chair***

**Tom Christopher *Vice-Chair***

**James Lavallee**

**Bonnie Mae Smith**

**Don Chaisson**

**Tom Seidenberg**

**Shawn Corbett**

## 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 has awarded this grant for scholarships for Nashoba Regional High School students, the guidelines for these scholarships are being developed for 2019.
- The Agricultural Commission's goal for 2019 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 Monday 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**

# PUBLIC SAFETY

# LANCASTER POLICE DEPARTMENT

From left to right: Stanley B. Starr Jr. (Chair Board of Selectmen), Chief Burgwinkel, Walter Sendrowski, Mark Grasso

I truly enjoy having this opportunity to write to the citizens of Lancaster and update you on the projects your police department completed in 2018. We will also include some of the statistical information we compile every year as well as some new equipment we have implemented. 2018 was a very busy year for our agency. Although we saw a reduction in calls for service, we saw a large increase in calls requiring further investigation. This translated into an increase in overtime expenses and longer hours for your officers.

I would like to personally thank Chief Michael Hanson of the Lancaster Fire Department and Kevin Bartlett, the Superintendent of the Department of Public Works. The three of us work together every year on a multitude of projects to provide the best public service possible to our residents. I value our working closely together for Lancaster tremendously. We would also like to thank our Board of Selectmen, Town Administrator and Finance Committee for their unwavering support and commitment to Public Safety. These Boards work tirelessly towards our goal of making Lancaster a safer place to live and

raise a family. Without assistance from them, our community leaders, we would not be successful in many of our endeavors.

Lieutenant Moody and Sergeant Mortimer have been very busy this year writing and applying for grants. They have been very successful on many applications. Lancaster currently receives grant money for additional patrols to be added without any cost to the town. We currently staff additional patrols specifically for the Distracted Driving Campaign, Click it or Ticket, and Drive Sober-or Get Pulled Over. These mobilizations occur five times per calendar year and we have received five thousand dollars to add additional officers on patrol as well as five thousand dollars to buy equipment to enhance traffic enforcement. We would like to thank our friends at the Executive Office of Public Safety for providing us the opportunity to compete for these funds each year.

Our biggest grant accomplishment was our application for the BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program. Lt. Moody and Sergeant Mortimer worked long hours on this extremely competitive grant application. The Town of Lancaster was awarded $19,288.42 to purchase one Crossmatch L scan 1000 Fingerprint System. This is basically an AFIS (Automated Fingerprint Identification System). With this system we can immediately identify suspects refusing to give their correct name or produce any identification. We can also use it for fingerprinting suspects, taking License to Carry prints or Firearms Identification Card prints. We will no longer need to produce fingerprint cards for any reason. This system allows us to fingerprint individuals by having their fingerprints captured over a glass monitor and then directly transferred via secured servers to the FBI and the Massachusetts State Police or any other police agency requesting hard copy fingerprints. This helps to expedite cases requiring hard copy prints for examination when we used to have to wait for USPS mailings. Gone are the days of ink and paper fingerprints in Lancaster. I'm sure our residents will appreciate this cleaner way of doing things when they come in for an LTC!

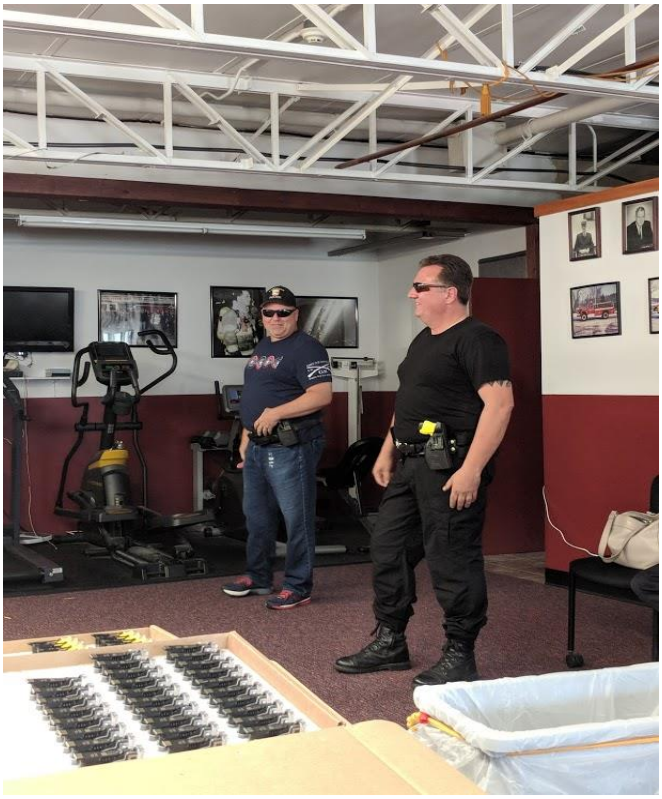
In the early part of the year, we were honored to accept an invitation to the College Church in South Lancaster. It was First Responder Appreciation Day at the church and we were invited to participate. We were joined by Chief Hanson and Captain Manning of the Fire Department. We listened to

an amazing sermon by Pastor Luis Gracia, and then participated in the children's story of the day. My officers and I were deeply moved to be invited to this event.

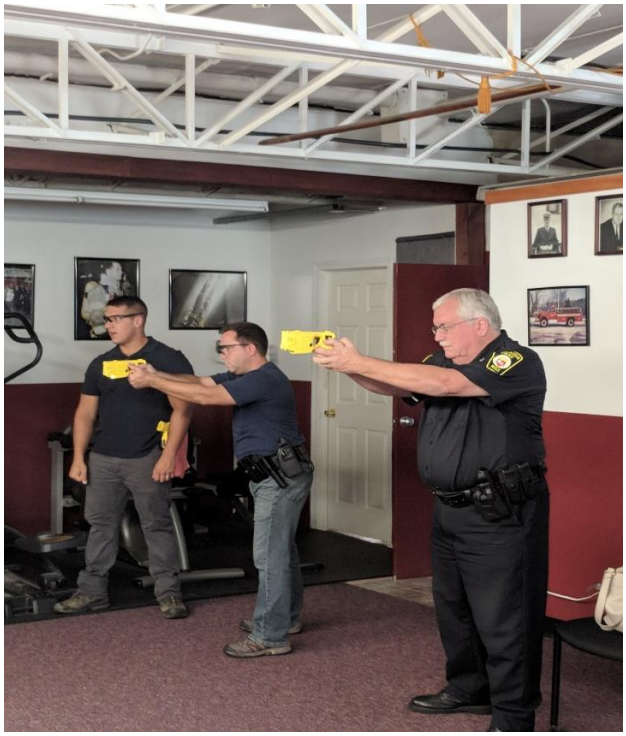
One of our biggest changes this year, was the implementation of an ECW program in Lancaster (Electronic Controlled Weapons: aka Tasers). Before this program was initiated, we reached out to our Board of Selectmen and our Town Administrator to gain insight on whether or not this program would fit into our community. After receiving positive responses from our local leaders, we moved on to writing a policy that we felt would work for Lancaster. Before any Tasers reached our streets, all officers were trained on the new policy and in the appropriate use of these tools. We all participated in the training and several of the officers, including myself, were subjected to the full force of the ECW. We felt strongly that if we were going to use these tools in the field that we were going to be intimately acquainted with the effects they produced. If you would like to see these videos of your officers please check our Facebook page!

Sgt. Christine Duggan and Officer Adrienne Gaduoa take aim!

Officer Eric Schmidt, Lt. Everett Moody and Officer Patrick HazelRigg await their turn.



Chief Edwin Burgwinkel and Officer Steve Fields receive instructions.



Officer Ronald Knoll and Officer Dave Wilson line up on target

Our calls for service, generated through the Nashoba Valley Regional Dispatch Center totaled nearly 10,266 in 2018. We also answer every Fire/EMS call with a police response. We assist with traffic concerns and scene safety whenever possible.

Traffic is one of our main concerns. Your officers patrol our streets 24/7. We do several building checks during the 12 am-8 am shift and concentrate mainly on traffic during the 8am-4pm shift. Most of our call volume is generated on the 4pm-12am shifts, so those officers are mainly answering calls to our residents. The citations issued by your officers in 2018 were 787 which was up 31 from the previous year. The fines imposed for these civil motor vehicle infractions totaled $45,580.00, a jump of nearly $5000 over last year. We are proud to report that our accident rate has declined in 2018. Motor vehicle accidents were at 200 this year, down from 216 last year.

Our most concerning figures come in our arrests. In 2016 we had 63 arrest incidents in town. That figure jumped to 95 in 2017. This year, our total arrests for 2018 rose to 168. Much of this is due to the change in the types of criminal activity we are experiencing. Although some of these numbers stem from motor vehicle offenses, a majority of these arrests result from larceny cases and thefts. In 2018, 116 felonies were reported to the police department. We also had an additional 192 crimes reported that were considered misdemeanor offenses. These are the cases that your officers must concentrate additional hours and additional resources to investigate. I am currently working closely with our Finance Committee and Board of Selectmen on the possibility of assigning a full-time detective to the Lancaster Police Department. A full time detective would cut overtime costs and assign an officer to specifically investigate crimes against our residents. We would no longer have to steal resources from our patrol personnel to allocate them to investigatory assignments. I feel strongly that this additional officer is necessary in order to maintain a high level of professional service to our community.

I would also like to advise our citizens that we are still receiving numerous calls every week regarding scams. Scams come to you in all shapes and sizes. Some are via phone calls, some come in the mail. The most popular scams are coming to your email inbox over the internet. Some will take the form of phony IRS agents threatening arrests on back taxes owed, others will say that your grandchild is in trouble in a foreign country and needs bail money. We have seen it all down here. From phony credit card

applications, water surveys, and even some who say you won a lottery you never entered. Please, always remember, if a person on the phone asks you to go get pre- paid master cards to pay for something, it's a scam. The IRS will never ask you for money over the phone, and if you get notified of winning any prize that you do not specifically remember entering a drawing for, it's a scam. If you feel at any time that you MAY be being scammed, please call us first before you do anything regarding payments or giving out information. We will assist you in determining whether or not you are dealing with a scam situation. You can call us at 978-365-6308 during business hours or at 978-368-1380 24/7.

Also, in 2018 we began allowing packages to be delivered to the Police Department for safe keeping during the holiday season. This was done to combat thefts from your front steps by people who follow UPS trucks around town. It is a common holiday crime for thieves. They follow the UPS truck until they observe the driver make a delivery. Once the package is delivered, the thief waits for the truck to leave and then they steal your package. By having your holiday packages delivered here, we can stop this lucrative criminal activity. We will store your packages here in our secured lobby and you can pick them up 24/7 with a photo ID. This service will be offered again to all Lancaster residents next holiday season.

In closing, I would like to sincerely thank Robin Zagwyn, my administrative assistant. It is her ingenuity and skilled professionalism that keeps our agency running so efficiently. I would also like to thank Lieutenant Everett Moody and my Sergeants; Christine Duggan, Patrick Mortimer and newly appointed Acting Sergeant Andrew Shaw. These highly trained police professionals make up my top-notch management team.

Most importantly, I would like to thank all of my officers. It is the brave men and women of my agency who are working nights and weekends and every holiday. It is the "boots on the ground" police officers who are the backbone of this police department and I am proud to serve beside every one of them.

Sincerely and Respectfully,

Edwin H. Burgwinkel
Chief of Police

# TOWN OF LANCASTER, MASSACHUSETTS

## FIRE-EMS DEPARTMENT

*Michael J. Hanson, Fire Chief*

*1055 Main Street*
*Lancaster, MA 01523*

*Tel: (978) 368-4003*
*Fax: (978) 368-4006*

Another year has quickly gone by and 2018 proved to be another busy year for the Lancaster Fire Department. The department responded to 898 calls for emergencies this year. An overview of the responses; 11 structure fires, 4 car fires, 533 medicals, 98 accidents, 11 carbon monoxide, 113 automatic fire alarms, 8 brush fires, 13 illegal burns, 8 fuel spills, 40 investigations, and 50 times we provided mutual aid to our surrounding communities.

A few of these were major incidents and required help from our mutual aid towns. This included two of the building fires and a brush fire that was over 50 acres.

The men and women of your fire department showed their commitment and dedication to helping our residents in their responses to these incidents and maintaining their level of training. They have continued to demonstrate this even when dealing with unimaginable personal stress and grief of losing one of our own. They have still not faltered in providing high levels of care to the residents of the town they love.

Aside from emergency responses, the department conducted 329 inspections during the year. Some of these inspections included; 59 propane tanks, 102 smoke/Co, 26 annual, 11 quarterly, 16 oil burner, 12 occupancy, and 33 safety.

In July, we took delivery of the new ladder truck that was approved by town meeting vote in 2017. Firefighters underwent training from the company to learn the ins and outs of the new truck. We also received a MEMA EMPG grant again last year that allowed us to replace and update our cold water rescue suits.

We continued to work with the Police Department and Department of Public works to provide the best public safety we can to the residents.

I would like to thank the residents for their continued support in allowing us to purchase the equipment we need in order to do our jobs safely and to provide the best service we can to you.

Also, I would like to thank the Board of Selectmen, the Finance committee, Chief Burgwinkle, Superintendent Bartlett, Town Administrator Orlando Pacheco, and all the town hall offices for their assistance and support over the past year.

I look forward to continuing to work with everyone in providing the best level of public safety for our community this coming year.

Respectfully,

Michael J. Hanson
Fire Chief/EMD

*Michael J. Hanson*
***Fire Chief/EMD***
Lancaster Fire-EMS Department
1055 Main Street
Lancaster, MA 01523
Bus: 978-368-4003
Fax: 978-368-4006
www.Lancasterfd.net

## ANIMAL CONTROL COMMISSION

The Lancaster Animal Control Officer responded to the following calls in 2018.

| Animal | Complaint | Number |
|---|---|---|
| *Dog* | Barking | 7 |
| | Found | 18 |
| | Hit by vehicle | 2 |
| | Loose | 56 |
| | Neglect | 3 |
| | Reported Missing | 12 |
| | Advice wanted | 4 |
| | Aggressive | 6 |
| | Left in Car | 2 |
| | Strays surrendered to shelter | 0 |
| | Killing chickens | 1 |
| *Cat* | | |
| | Hit by car | 3 |
| | Loose | 4 |
| | Found | 5 |
| | Reported Missing | 3 |
| | Other | 2 |
| *Livestock* | Total various livestock calls | 12 |
| | Pet Bird | 2 |
| *Wildlife* | | 26 |

| | |
|---|---|
| **10 Day Quarantines:** | |
| Dog bite to human | 4 |
| Dog bite to another dog | 3 |
| Cat bite/scratch to human | 2 |
| **45 Day Quarantines:** | |
| Dog with wounds of unknown origin | 1 |
| Dog exposed to wildlife | 1 |
| **45 Day Quarantines:** | |
| Cat with wounds of unknown origin (cat was vaccinated) | 2 |
| | |

## ANIMAL INSPECTOR – BARN BOOK

| ANIMAL | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 |
|---|---|---|---|---|---|---|
| *Residences* | *74* | *73* | *64* | *73* | *65* | *66* |
| Cattle | 93 | 99 | 84 | 85 | 90 | 85 |
| Equine | 97 | 109 | 93 | 116 | 91 | 105 |
| Goats | 84 | 48 | 78 | 87 | 49 | 71 |
| Llamas/Alpacas | 2 | 1 | 4 | 4 | 4 | 2 |
| Poultry | 1,238 | 987 | 654 | 728 | 855 | 948 |
| Rabbits | 16 | 14 | 19 | 13 | 16 | 12 |
| Sheep | 31 | 18 | 41 | 112 | 38 | 66 |
| Swine | 10 | 15 | 21 | 34 | 31 | 17 |
| Other | 0 | 0 | 2 | 6 | 4 | 1 |

Respectfully submitted,
Animal Control Commission Members

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

Animal Control Officer, Phyllis Tower

# OFFICE OF INSPECTIONAL SERVICES

**OFFICE OF INSPECTIONAL SERVICES**

**2018 Annual Report**

BUILDING DEPARTMENT

Honorable Board of Selectmen

Records indicate the following:

| | |
|---|---|
| Total Building Permits issued | 259 |
| Annual Inspections | 30 |

| | Fees Collected in 2018 | Construction Value |
|---|---|---|
| Building Permits | $126,014.42 | $8,714,788.22 |

| Purpose of Building Permit | Number of Permits | Construction Value |
|---|---|---|
| **Residential** | | |
| One family dwelling | 7 | $5,766,500.00 |
| Two family and multi dwelling | 0 | |
| Solar Arrays | 14 | $433,077.18 |
| Additions/Alterations/Misc. | 217 | $1,466,768.04 |
| House Demolition | 4 | $200,500.00 |
| **Commercial** | 17 | $847,943.00 |
| **Total:** | **259** | **$8,714,788.22** |

| | Number of Permits | Fees Collected |
|---|---|---|
| Building Permits | 259 | $129,110.42 |
| Plumbing/Gas Permits | 141 | $17,170.00 |
| Electrical Permits | 168 | $17,208.75 |
| **Total:** | **568** | **$163,489.17** |

I took on the position as part time Building Commissioner/Zoning Enforcement Officer in July 2018. 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 141 for a total fee of $17,170.00.

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 168 wiring permit. The amount was $17,208.75.

Electrical Inspector
Dennis Monteiro

**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 $2,065.00 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

## LANCASTER DEPARTMENT of PUBLIC WORKS

First I would like to recognize the Lancaster Board of Public Works for the year as follows: Chairman: Courtney Manning. Members: John King Jr., and Douglas De Cesare.

As another year has come and gone by, the Lancaster D.P.W. has had a very busy year, especially the Water Division with the installation of new water mains and services in town. This included construction that had started at the end of May, and continued on until the end of December. They had started on North Main Street at Langen Road, and continued up the west bound lane for approximately 7,000 linear feet with 12 inch C909 PVC water line. They then continued to replace water mains on Bull Hill Road, Charlotte Street, Parker Road, Packard Street, Rigby Road, and Public Road. This will ensure a better quality of water volume in these areas for water consumption as well as fire protection. Along with this construction, they will be resurfacing these roads in the spring by micro-milling and adding an asphalt overlay.

The Lancaster Water Division took a hard hit with the loss of Robert "Bobby" Pelletier, Water Foreman, on April 2, 2018. Bobby had been the Water Division Foreman since 2005, and employed by the Town of Lancaster since 1980. He had spent several years working in the Highway Division, and then transferred to the Water Division where he had stayed for his tenure. Bobby was a very committed and passionate person to the Lancaster Water system and its customers. Although set in his ways and sometimes stubborn, he had always assured the best quality of water and service to the water customers of Lancaster. He had an extensive memory of the entire water system; very rarely would he have to look into any records for the size and or location of gates, valves and hydrants. He was a contributing factor in this past year's water main replacement project, and has been missed by many.

A portion of Seven Bridge Road from Main Street to the Rail Road Crossing by Harvard Road had been micro milled along with an asphalt overlay this past fall. This was an area that was well in need of attention. Grant Way and Evelyn Place had also received a new top coat of asphalt, as these two roads were in extreme declining condition.

This year we have had a large turnover of employees within the D.P.W. with lots of new faces and talents. We have also started a Facebook Page where we have begun to give updates and information regarding road closures, road construction, delays in traffic, water main breaks, and disruption in water service. Please add us to your favorites on Facebook so that we can help everyone stay informed.

I would like to remind all of the residents of Lancaster of the Town's By-Laws:
Chapter 163: Snow and Ice Removal;
163-1; Obstruction of Public Ways and Fire Hydrants prohibited.
No person other than an employee in the service of the Town of Lancaster, or an employee in the service of an independent contractor acting for the Town of Lancaster, shall pile, push, plow, or blow snow or ice onto or across a public way which has been plowed or sanded by the Town, or deposit snow in such a way as to obstruct the operation of any fire hydrant.
We would also like to request that if there is a fire hydrant in the close proximity of your house and you are able to do so, please help the D.P.W. by keeping the fire hydrants cleared out so that they are visible and accessible. Thank you.

In closing, I would like to thank all of the supporting agencies of the Town for all of their help and support. The Lancaster Police Department's Chief Edwin Burgwinkel, and the Lancaster Fire Department's

Chief Michael Hanson, thank you both for the great working relationship that we have between our departments. To the Finance Director, Finance Committee, the Board of Selectman's office, and all of the Town Hall employees, thank you all for your continued help. Most of all I would like to thank the Board of Public Works for giving me the opportunity to serve under them.

Respectfully submitted,
Kevin A. Bartlett
Superintendent, Lancaster D.P.W.

Lancaster Department of Public Works

Highway Division

2018 Annual Report

The Highway Department completed many projects this past fiscal 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 roadway repairs and of course snow plowing. The Highway Department completed many drainage system upgrades this year, replacing collapsing drainage pipe and catch basins, including a few new catch basin installations. Grant Way, Evelyn Place and a section of Seven Bridge Rd. were repaved this year.

Scott MacDonald,
Highway Department Foreman

## WATER DIVISION

The Lancaster Water Department pumped 175,460,000 gallons of water for 2018. There were 12 samples per month equaling 144 bacteria samples taken at various sites approved by the Massachusetts Department of Environmental Protection (M.D.E.P.). This year the department is going to complete the 4 million dollar bond project of replacing various water mains in this aging system. The department upgraded its backhoe this year. We also put in 10 new water services in town, along with repairing several water leaks. This past year we put into place a volunteer water ban for part of the summer due to high pumping conditions in the system. The conservation efforts made by our customers were very beneficial to conserving measures that the water department greatly appreciated. We have been, and will continue to do, leak detection throughout the year. I want to thank our town's residents for the great effort that has been taken to ensure that the fire hydrants have been cleared over the past snow storms. This is a great burden lifted off this department's work load.

Steven Jones,
Water Department Foreman

# CEMETERY

Lancaster Department of Public Works

Cemetery/Tree Division

2018 Annual Report

As another year goes by, the cemetery/tree division has kept up with the duties of maintaining six cemeteries, three ball fields, all the parks, town green, and the senior center field. We also work along with the highway and water departments on special details such as water main breaks, snow plowing, and sanding of the roads and sidewalks. We have handled numerous burials this year, mostly in the Eastwood Cemetery.

At this time I would like to thank everyone for being calm and understanding, from my peers, to the taxpayers. Thanks again, and God Bless.

Sincerely,

Larrie Knoll

Cemetery/Tree Foreman

# INFORMATION TECHNOLOGY

Lancaster Information Technology Department

2018 was the third 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 2018 include the following.

- Successfully moved Library off of the private C/W MARS network and onto the town offices network.
- Deployed a campus wide public Wi-Fi network in all of the town green buildings (Town Hall, Community Center, Library and Prescott). The SSID of this network is **Lancaster Public** and the passphrase is **lanc1653**.
- Awarded a $135,000 grant from the Massachusetts Community Compact Cabinet's (CCC) Information Technology grant program to extend the campus fiber network to the other municipal building in town including the Police Station, Main Fire Station, South Fire Station, Public Works, Highway and Cemetery buildings.
- Began migration of our servers to a virtual Hyper-V environment.

The major projects for 2019 will include the following.

- Complete deployment of the extension of the campus fiber network to all of the other municipal building in town.
- Upgrade remaining Windows 7 PCs to Windows. Windows 7 is going end of support on January 14th 2020.
- Complete migration to virtual Hyper-V environment.
- Upgrade servers to Windows Server 2019.
- Setup a disaster recovery site for town office functions in the police station

Respectfully submitted,

John C. DiTommaso

IT Director

# CULTURE AND RECREATION

# 2018 ANNUAL REPORT OF THE TRUSTEES THAYER MEMORIAL LIBRARY

*Library Director , Joe Mulé and Book Conservator , Todd Pattison.*
*Photograph taken by Mary Patrick Bogan*

**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.

### Legacy

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

## Board of Library Trustees

***Jan – Dec***

| | |
|---|---|
| Chair: | Emily J. Rose |
| Vice-Chair: | Frank T. MacGrory |
| Secretary: | Frank Streeter |
| Members: | Stephen Piazza |

***Jan – May***

| | |
|---|---|
| Member: | John Schumacher-Hardy |
| Member: | Stephanné Fiori |

***June – Dec***

| | |
|---|---|
| Member: | David Spanagel |
| Member: | Kate Engelhardt |

## 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 |
| Building Supervisor: | Rick Krafve |

**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:

Proof page for *Marvin's History of Lancaster* published in 1879 for section about construction of Memorial Hall and the library. Notes indicate size, alignment, and "850 copies needed."

***TML Special Collections***

www.thayermemorialLibrary.org

## OUR 156TH YEAR OF PUBLIC LIBRARY SERVICE:

In 2018, Thayer Memorial Library (TML) continued to be a busy, vibrant destination overlooking the Town Green. Free and open to all 49 hours per week, and with 24/7 online access, the Library was a place where visitors found what they needed: information, education, entertainment, and ideas. TML again met Commonwealth certification standards, ensuring that TML cardholders could also take advantage of millions of items at other libraries across the Commonwealth.

The actual value of delivered books, magazines, video games, audio recordings, movies, museum passes, e-books, online content, programs, Internet, movies, and meeting space in 2018 was over $2 million. TML was an excellent investment for Lancaster citizens, delivering $6.30 of goods or services to its users for every dollar appropriated by the Town.

In 2018, the Board and staff moved into year three of a long-term Strategic Plan taking TML into the future with recognition of its historic past. Please see our website to read the full plan.

## BEHIND THE SCENES:

Director Mulé and long-time volunteer Bob Kadlec continued to refine and improve the TML website. You can see the results at: www.thayermemoriallibrary.org. In September the Library migrated to the Town's network.

Assistant Director Karen Silverthorn was again successful in obtaining a grant from the Rosemary Davis Memorial Fund of the Greater Worcester Community Foundation. These grants allow her to schedule programs on topics of wildlife, nature, and environmental science.

In March, the Director attended the Public Library Association (PLA) annual conference in Philadelphia. PLA is the largest organization supporting the evolving needs of public Library professionals. The Board supports the attendance of the Director as part of the director's continued professional development. In June, Director Mulé was honored by the Doctor Franklin Perkins School with the 2018 Distinguished Service Award in the field of Community Service. Director Mulé also attended a Digital Commonwealth conference and a 5-workshop series, *NEH-Finding Common Ground: Collaborative Training for the Cultural Heritage and Emergency Response Communities*, which brought together first responders and cultural heritage stewards to discuss disaster response.

In September, Netflix contracted with the Board of Selectmen to film scenes around Town and the Town Green for a new series. TML was highly impacted by the filming project, both as an abutter to the Green and as a location for filming. Filming did not generally stay on schedule, and different parts of the Library were closed to patrons at times when filming was underway. In addition, restrictions at times of traffic in the center of town made actual access to the Library for visits or scheduled meetings extremely difficult. Several Library-sponsored events had to be rescheduled due to Netflix filming. Filming was completed in late December.

**CELEBRATING LANCASTER'S AND TML'S HISTORY:**

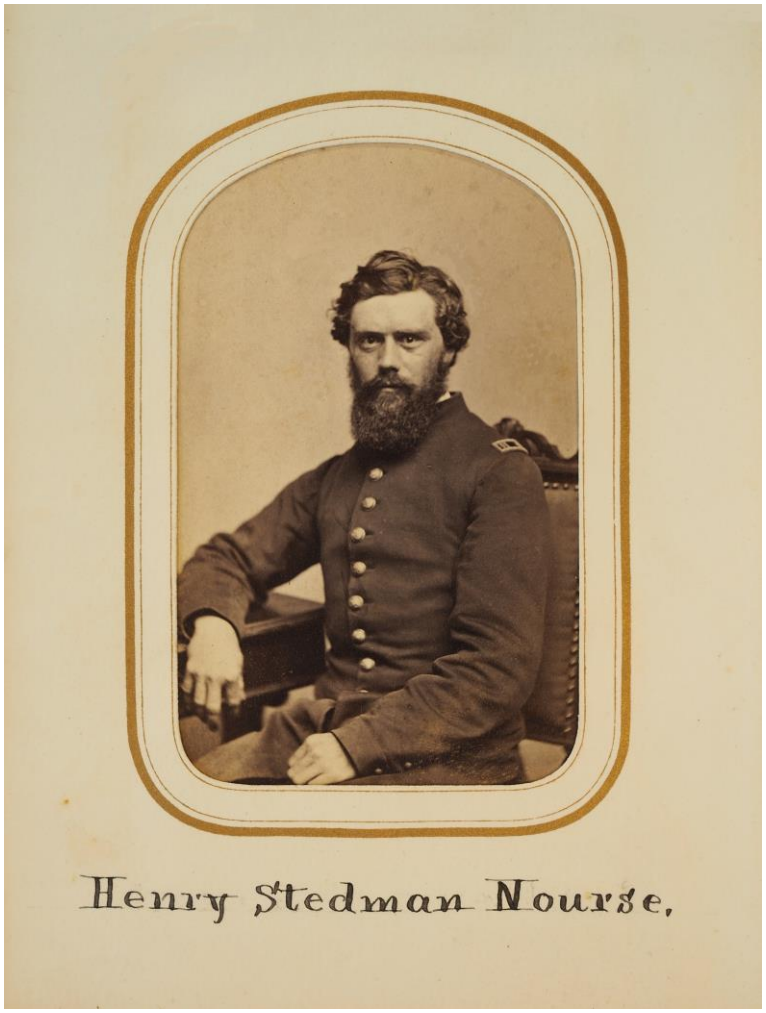
In honor of TML's Lancaster History Month in May, several projects were undertaken. Assistant Director Karen Silverthorn did extensive research about the origins of **Memorial Hall** approaching the 150th Anniversary of its dedication. Her monograph, *Footsteps to Memorial Hall – A Civil War Footprint on Lancaster's Town Green*, coincided with the annual Freedom's Way celebration of local area history in May. Through her research Karen discovered that Lancaster's Memorial Hall, dedicated in 1868, was the first Civil War memorial-and-Library building in Massachusetts, therefore one of the first such Memorial Halls in the country. Director Joe Mulé presented a program about the history of Memorial Hall. A display featuring the history, committee members, and dedication of Memorial Hall was hung in the rotunda to celebrate the 150th anniversary.

In May, a display in the Current Topics Case on the first floor featured astronomer Henrietta Swan Leavitt, whose father led a prayer at the dedication of Memorial Hall June 17, 1868. Henrietta was born in Lancaster on July 4, 1868. She was highly regarded during her lifetime, but after her untimely death in December 1921, her seminal contributions were forgotten. Recent decades have seen resurgence in recognizing the parts played by women astronomers in advancing our understanding of the Universe. TML commissioned actress Erin Eva Butcher (who portrayed Henrietta in a production of the play *Silent Sky*) to develop and present a one-woman portrayal of Henrietta. ***Luminosity -The Story of Henrietta Leavitt—Astronomer, Computer, Trailblazer*** was presented at TML in May.

*Erin Eva as Henrietta Leavitt*
*Photograph by Lisa D'Ambrosio*

Cleaning, digitization, and conservation treatment of Henry Nourse's annotated *History of Lancaster* by A. Marvin was completed in early spring. This unique Town treasure consisting of four volumes arose from the single Marvin volume when Henry Nourse added notes, drawings, corrections, and additional information. Custom boxes were made to store each volume. The digitized version is now available online at the TML website. The project was paid for with Federal funds provided by the Institute of Museum and Library Services and administered by the Massachusetts Board of Library Commissioners. To celebrate this contribution to Lancaster history, an exhibit featuring the conserved volumes along

with 18 additional books written and published by Nourse, was mounted in the Current Topics Case. Trustee John Schumacher-Hardy presented a talk about Henry Nourse in May.




*Henry Stedman Nourse in Civil War uniform*
*Photograph taken of original by Larry Shoer*

In September Leslie Perrin Wilson presented a program about the history and preservation of such works, *Getting the Last Word: Nourse's Extra-illustrated Copy of Marvin's History of Lancaster.*

*Leslie Perrin Wilson*
*Photograph taken by Larry Shoer*

**BUILDING AND SURROUNDINGS:**

On January 2, Library staff members opened the building to discover that there was no heat – the boiler and all pipes in the boiler room (heat and sprinkler) had frozen over the long weekend. Only one baseboard radiator and one fan coil unit for the main floor were damaged. There was NO damage to ANY Library materials or equipment. No damage occurred in the Historical Museum or the Special Collections and Rare Books Room. In the following days it was gratifying to witness the quick responses on the part of Rick Krafve (building supervisor), a host of vendors, other town departments as needed, and MBLC. Their thoughtful coordination and immediate actions resulted in preventing further damage beyond the obvious basement pipes and sprinkler heads which burst, and allowed alert evaluation of the rest of the building as it warmed to 70. The Library was open a week later.

With this major crisis the Building Committee redirected efforts to research and recommend best options for repair and replacement HVAC components within the specifications required in various library areas. This work involved evaluation of system designs from earlier years, particularly the 1998 renovation, and new equipment now available. The committee met with other Town municipal

commissioners and officials as necessary. The current design is reasonable, with improvements and repairs to be done on failure. Additionally, monitors with alarms for different building systems to prevent future catastrophes were researched and approved by the Board.

*Heather Pierson concert*

*Photograph taken by Lisa D'Ambrosio*

The Building Committee continued evaluation and improvements to the building envelope as part of the Strategic Plan. Phase 1 restoration of the original windows from the 1888-89 façade in the offices and the museum took place in the summer and new storm windows were added. The balcony door was restored. In anticipation of July's 150th anniversary of Memorial Hall several interior spaces were painted, including the front entry, walls in the staircase, and the walls and low portion of the ceiling of the rotunda.

Repair and pointing of the granite entry to the building was completed. Prompted by changes in parking along the Green, parking spaces in front of the Library were re-paved and signage added. Patrons should parallel park in the paved inset spaces along the sidewalk for short visits only, using the Library parking lot for longer visits. The Landscaping Committee inventoried plants and removed overgrown or neglected plants, shrubs, or trees in anticipation of new low-maintenance plantings in the spring of 2019.

Unfortunately, another major building catastrophe provided a bookend to the year. In early November, vendors were scheduled by the Town to spray foam insulation on the underside of the roof and to replace remaining fluorescent lights with LED lighting. Spray work required the Library to be closed to the public for two days.

Insulation vendors in the attic above the vaulted ceiling of Memorial Hall severely damaged lathe holding the ceiling. Sections of decorative plaster broke off; cracks appeared around the remaining decoration and through the gilded lettering of the quotation around the rotunda; and the lower ceiling around several light fixtures was broken. No damage was done to the highest part of the ceiling or the Peace Window.

The main circulation desk was cordoned off until the safety of the ceiling could be determined. TML Director Mulé and Board members met with the offending vendors, Town officials, and interviewed various restoration specialists for antique plaster restoration and fine art repair to develop a plan to stabilize the attic above and restore the ceiling of Memorial Hall. This work will be done in 2019.

Lighting replaced did not match the color temperature specified by the Board in discussion with the vendor prior to replacement. Director Mulé worked closely with the vendor to swap the replaced LED lights for some which match the previous lighting color. This work continues into 2019.

**CIRCULATING COLLECTIONS:**

In 2018, TML technical services processed and added 7,214 items to the general collection, including 3 ukuleles, which have proved to be popular. The circulating collection contains the following media:

| 2018 | Adult | Young Adult | Children's | Totals |
|---|---|---|---|---|
| Books | 23,573 | 2098 | 13.257 | 38.928 |
| Periodicals | 2,210 | 21 | 131 | 2,362 |
| Audio | 7,445 | 83 | 632 | 8160 |
| Video | 6,814 | 2 | 1,453 | 8,269 |
| e-Book | 37,573 | 5,990 | 1,359 | 44,922 |
| e-Magazine | 130 | | | 130 |
| e-Audio | 3,929 | 12,845 | 1,327 | 18,101 |
| e-Video | 1,236 | | | 1,236 |
| v-Games | 127 | | 274 | 401 |
| Micro | 87 | | | 87 |
| Misc | 418 | 7 | 250 | 675 |
| Unassigned | | | | 257 |
| **Totals** | **83,542** | **21,046** | **18,683** | |
| **Grand total of all** | | | | **123,398** |

Beginning in September, TML provided a new online and mobile service called Hoopla. With Hoopla Lancaster, residents can instantly borrow, stream, and download electronic media. Besides media, devices, and instruments, residents also borrowed attraction passes.

| **Circulating Museum** | | |
|---|---|---|
| Animal Adventures | Museum of Russian Icons | Southwick's Zoo |
| Butterfly Place | Mystic Aquarium | Tower Hill Botanic Garden |
| Davis Farmland/Mega | Salem Witch Museum | USS Constitution Museum |
| Ecotarium | Mass State Park Parking Pass | Worcester Art Museum |
| Garden in the Woods | | |

**PROGRAMS:**

In 2018, TML continued the free concert series through the efforts of volunteers and the support of the Friends. TML collaborated with the Commission on Disability with programs in October. Other activities included the Summer Reading programs, and TML's annual Food for Fines between Thanksgiving and Christmas.

*Cosy Sheridan Group*
*Photograph taken by Lisa D'Ambrosio*

In 2018, TML offered 472 scheduled programs. Highlights and funding sources are given in the following tables.

*BABYSITTING CLASS*

**Weekly**
Story Hour
LEGO/Thomas Get Together
7 Bridge Writers' Collaborative: Writing group
Knitting Club
Blockbuster Movie
Toastmaster's Public Speaking Club

**Monthly**
Adult Book Group (2 groups)
Tweener Book Club
Computer Help with Jon Roper (2 per

**7 Bridge Writers' Collaborative**
Authors Day @
Critique Groups
Memoir Workshop
Open Mic Night
Writing Workshops
Fiction Class with Richard Marcello (x12)

**Program Highlights:**
Appalachian Mountain Club Family
Circuits & Robotics: Our World as Math
Drawbridge Puppet Theater
Malik the Magic Guy
Our Measured World
Drilling to New York
Children's Ukulele Playing
Wicked Cool Henna
Slime Time with Mandy
Shapes & Operations (x2)
4H Babysitters Training (x4)
Peter's Children's Theater Club (x14)
Make Stuff Move: Robots and Computers (x3)
Anne Frank: a story of Hope, Love, and Perseverance

**Rosemary Davis Series:**
Birds of the Florida Everglades
Caring for the Earth
Discover the Birds of Costa Rica
Global Warming: A Problem for Penguins
Learning Anti-bullying Adventures From Our Animal Friends
Playing With Pollinators
Puffins and Auks and Muirs … Oh, My …
Reptiles Rock!
Thru-Hiking the Appalachian Trail
Wild Heroes

**NEADS:** National Education for Assistance Dog

***Lancaster History Month (May)***
Expanding the Narrative: A Deeper Look at Memorial Hall
Henry S. Nourse: Lancaster's 19th Century Renaissance Man
Luminosity -The Story of Henrietta Leavitt, Astronomer, Computer, Trailblazer
Getting the Last Word: Nourse's Extra-illustrated Copy of Marvin's History of Lancaster

***Music Series***
Cosy Sheriden  Say Darling  Heather Pierson Trio

***Funding***
Friends of the Thayer Memorial Library
Rosemary Davis Memorial Fund at Greater Worcester Community Foundation

**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 2018, the Library's municipal expenditures totaled $354,146. TML augmented its municipal appropriation with $59,856 in non-appropriated funds.

**FUNDING SOURCES:**

**Municipal support:**

Calendar year 2018 spanned the second half of Fiscal Year 2018 and the first half of Fiscal Year 2019. TML's municipal appropriation supports operational expenses including wages, new media, CW/MARS membership, office supplies, and housekeeping.

| **Calendar Year** | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| ***Fiscal Year*** | | | | | | ***Fiscal Year*** | | | | | |
| Appropriated Municipal | | | | | 356,173 | Appropriated Municipal | | | | | 352,119 |
| | | | | | | | | | | **change:** | **-1%** |

**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 16% 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 2018 was $14,561.

## Grants:

The Library was able to sustain a vibrant range of programs for children, adults, and families through the support of several grant organizations. In addition to programs, grants funds were also used to purchase museum passes, materials for the collection, equipment, and professional training for staff members.

Notable are two local charitable organizations dedicated to directly supporting TML: the Friends of Thayer Memorial Library, and the Thayer Memorial Library Foundation. In addition, The Rosemary Davis Memorial Fund of the Greater Worcester Community Foundation supported programs, which educated the public about nature and the environment, wildlife, and animal-human interactions.

## Other Non-appropriated Funds:

Thayer Memorial Library also received income from trust funds, memorial donations, special gifts, fines, and fee- based services or programs.

*BALLOON ANIMALS*

### In-kind donations:

Books, CD's, and DVD's are received from the public throughout the year. Those which TML staff deem suitable may be added to the general collection. In 2018, 1,864 donated media items were added to the collection, a value of $25,083.

### Volunteers:

Beyond monetary donations, the generosity of Library users extends to include many hours of donated time. In 2018, scheduled volunteers provided 1,477 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 was $45,787. In addition, the Friends of Thayer Memorial Library contribute countless hours towards fundraising for Library initiatives.

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

*Henna Workshop*

*Halloween with Dot and Lisa*

*Charlie and Evelyn*

*Passports to Libraries winners*

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

At the end of 2018 the ten (10) year contract between the Town and Comcast for the provision of cable and internet services to the citizens of Lancaster ended. That contract included funding for the Town to provide public access television services to the citizens of the Town. To deliver those services, the Town entered into an agreement with a newly formed 501(c)3 organization, *Sterling-Lancaster Community Television, Inc.* (SLCT), to assume the task of making those services available. A similar agreement between the Town of Sterling and SLCT was also reached. SLCT is overseen by an eight (8) member Board of Directors, comprised of four people from each town.

The Mission of SLCT is to provide Public, Educational, and Governmental programming to the Towns via Comcast channels 8 and 99. To accomplish that mission, SLCT makes available equipment, facilities, and training to local Sterling and Lancaster residents and non-profit groups that enable the production of programming to allow 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 (BOS) and Town meetings of both communities.

After the installation of broadcasting equipment in small spaces in both towns, a half-time person was hired to oversee the operation. Programming began with programs acquired from other stations and sources and BOS meetings. The BOS meetings initially were recorded with single analog cameras using tape as the recording medium, which required significant effort to convert in the proper formats for broadcasting. That effort along with scheduling shows left little time for coverage of local events. The limited space available did not allow for training or producing shows produced by local citizens.

Over the past ten (10) years SLCT has grown from that half-time person overseeing the operation to today's staff of 2 full time and 2 half-time employees. The increase has allowed expanded coverage of local events and more consistent programming schedules.

Equipment available for use by members has been upgraded to all digital cameras, state of the art audio equipment, and lighting. BOS meetings are now recorded with three (3) remotely controlled digital cameras, broadcast live on Comcast channel 99, and streamed live on townhallstreams.com. The recordings on townhallstreams.com are available to be viewed at any time and are retained so past meetings may be viewed as well. In addition, locally produced programs are also available on YouTube. Over 400 videos are currently available.

The Community Bulletin Board, which contains notices of local and regional events and is shown between shows, has been used by over 200 groups.

To solve the space issue, a location was found for the placement of a studio and offices for staff at 27 Main Street in Sterling. This has allowed the creation of several programs produced by our membership and staff. That facility was completed at the end of 2016 and was used by members 40 times in 2018 for production of shows and member training.

Shows of note in 2018:

- Annual Town Meeting. (1)
- Special BOS meeting with information regarding a potential racetrack in Lancaster. (1)
- Lancaster ZBA meetings concerning potential 40B project in Lancaster. (1)
- *Talk Me Healthy*, interviews with various health professionals produced by Scherrie Keating. (2)
- 7 Bridge Writer's Collaborative Lectures. (2)
- Lancaster Memorial Day parade and ceremonies. (2)
- Halloween on the Lancaster Town Green. (2)
- Bolton Fair Demolition Derby. (2)
- *Recipes for Better Living* : A cooking show series. (2)
- *Cathy Neptunes Kitchen* : A cooking show series. (2)
- *Pawdoption*: A series showcasing potential dogs and cats available for adoption from Sterling Animal shelter. (2)
- *The Railroad That Went Underwater*. (2)
- Thayer Memorial Library Concerts and Lectures. (2)
- The dedication of the Memorial honoring the Lancaster citizens who died during the Revolutionary War. (2)

- *Community Updates*: A bi-weekly program with notices of upcoming events and interviews with area people and organizations of interest. (2)

  (1) Available on townhallstreams.com/towns/lancasterma

  (2) Available on YouTube

SLCT continues to partner with local schools in providing support for extra curricular video clubs aimed at introducing students to the art of video equipment use and production.

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 Clerks bi-monthly email newsletter of local events, our web page (slctv.us), and Facebook.

The contract between the Town and Comcast was renewed at the end of 2018 for ten (10) years. During our next ten years, we look forward to increased opportunities to serve our members and our communities. For example, SLCT is preparing to offer a new 8mm and 16mm film transfer service to residents. Call us for details.

As always, the management and Directors of SLCT sincerely appreciate the continued support and encouragement of 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:

Chris@slctv.us Chris Detsikas, Executive Director

Matt@slctv.us Matt Downing, Production/Outreach Manager

Access@slctv.us Melissa Jellie, Access Coordinator

Emmanuel Ortiz, Studio Coordinator

Respectfully submitted,

Robert Kadlec, President

SLCT Board of Directors

# 2018 Annual Report – Lancaster Historical Commission (LHC)

**Members**:

Heather Lennon, Chair  Michael Sczerzen, Vice Chair

Joy Peach, Jay Moody, Joan Richards, Karen Silverthorn, Mark Schryver

**Associate Members:**

Amy Brown, Marcia Jakubowitz, Jean Watson

**Adopt-a-Marker**:

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

:

- 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 or call 978-365-3326 Ext. 1057. Thank you to Sue Billings, Coordinator for Markers and coordinating other areas in town and Alix Turner, President of the Lancaster Garden Club. 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:**

The LHC office is located on the top floor of the Prescott Building. Chairperson Heather Lennon also serves as the volunteer Office Coordinator and continues to be actively involved in the

organizing, preparing, and archiving of historical materials pertaining to Lancaster. The LHC is solely staffed by volunteers and one tax abatement worker staff the office.

**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 provided by the Lancaster Historical Society (LHS).

In 2018, the LHC responded to no less than fifty-seven inquiries for information related to town history and genealogical research. Some of these were handled in cooperation with the Town Clerk. The total number of inquiries increased by no less than 33% over the previous year. Cemetery tours were also provided for out-of-town visitors. In total, no less than 732 volunteer hours were recorded for 2018.

**Initiatives/Accomplishments in 2018:**

**1. Moving into the Prescott Building:** In 2018, the long awaited move into new quarters in the Prescott Building took place. The LHC had been housed in rented quarters off campus for nearly eight years (since May 17, 2010). The LHC was not included in the initial move of town employees into the building on February 12, 2018. Instead, the LHC was moved later and in two phases. The first phase took place on February 21st. Several Boy Scouts and their parents, under the direction of Scoutmaster John Aurin, volunteered a morning of their time and their vehicles to make several trips to move things out of 131 Main Street. The LHC is very appreciative and thank them very much for their help. We would also like to thank former LHC member, Henry Paszko, for supplying his truck.

The next phase of the move took place on March 28th and 29th using professional movers to finish emptying the South Lancaster and the Clinton storage locations. Since then, numerous volunteer hours have been donated to work on getting organized.

**2. Historic Cemeteries:**

**A.** Favreau Tree Service of Sterling, MA was selected to remove several hazardous trees along the northern perimeter and the interior of the Middle Cemetery (MC). National Grid also removed three trees from along the west facing stonewall at the front of the MC. The overall goal of this project is to arrest irreparable damage to the grave markers, ease future maintenance work/costs, and, to restore the cemetery to the immaculate appearance it had over a century ago. It is hoped fund allocations will continue from the annual budgets until this long overdue work is completed.

**B.** The Massachusetts Historical Commission (MHC) approved special grant money to have professional inventories completed of the Old Setters' Burial Ground (OSBG) and the MC in preparation for submission for National Register status. Now that the local work has been completed, the rest of the process will take at least a year.

**C. Project Footstone:**

LHC member, Marcia Jakubowicz, and volunteer Ashley Driscoll have spent time in the MC locating misplaced footstones and finding the original headstones. In the spring, the LHC will sponsor a work day to place them back together as they should be.

**3. Revolutionary War Monument Installation:** On November 11, 2018 a dedication service was held at the MC to unveil a granite monument with a bronze plaque commemorating all those who served in the Revolutionary War 1775-1783. No less than 37 Revolutionary veterans are buried in the MC. Although Lancaster provided more men than any other town in Worcester County, no monument had been previously erected to honor them. The LHC received a grant from the Massachusetts State Historical Advisory Records Board (SHRAB), which paid for most of the monument and plaque with additional costs covered through a Veterans Memorial fund. Representative Harold "Hank" Naughton, who is also a veteran, was a featured speaker at the event. Since the weather was cold, most of the event was held indoors at the Thayer Performing Arts Center (TPAC) located diagonally across the street. A reception also followed the event. About sixty persons attended.

***The Changing Scene:***

***Fires and Demolitions:***

- ***325 George Hill Road, South Lancaster*** – The historic old farmhouse located at this address known, most recently, as "Liberty Hill Farm", fell victim to a fire on October 27, 2017. It was subsequently demolished and a new house is currently under construction.

- ***81 Narrow Lane, South Lancaster –*** On January 8, 2018, this multi-family apartment dwelling was gutted by fire and the residents displaced. The ruined structure was later demolished.

- ***157 Sterling Rd., South Lancaster*** – On April 24, 2018 this single family home was demolished after the long time occupant passed away.

- ***1373 North Main Street, North Lancaster –*** On August 25, 2018, a dwelling, historically known as the "Abraham Mallard House", was demolished to make way for a new structure on the property.

- ***59 Brockelman Road -*** On December 1, 2018, a single-family dwelling was destroyed by fire.

***New Construction:***

- ***Residential Construction, 122 Hilltop Road, South Lancaster*** – Builder Gary Melanson contracted with representatives of the estate of the late Marietta Poras to begin a development called "Hawthorn Hill Estates" on a large tract of land near her former home. Her home, called "Weinerwald", was built in 1956 and was one of the very first "contemporary-styled" houses in Lancaster. A demolition permit was obtained but, at the end of 2018, this had not occurred. Instead, the house may be used as a training exercise for local firefighters

- ***Industrial Construction, Sterling Road --*** Bestway of New England Inc., a lumber treatment company at 840 Sterling Road, began expanding their operations in 2016 continuing through 2017 and into 2018. The James Monroe Wire and Cable Corporation

at 767 Sterling Road also expanded their operations with the building of a very large structure on the south side of Sterling Road.

- ***Commercial Construction, Lunenburg Road*** -- A new Mobil gas station/ "Racing Mart" convenience store and a new Dunkin' Donut store now operate on the west side of the road across from Kimball's Farm.

***Proposed New Construction:***

- **40 B:** A developer has proposed a plan for a 40B Project to be located on Sterling Road near the Lancaster/Sterling town line. The size, scope, and density of this project has caused great concern among residents regarding impact on wetlands, adequate water and sewerage capacity, public safety and traffic flow issues.

- **679 George Hill Road:** The LHC has received numerous calls regarding this 217 acre parcel, which has been on the real estate market for more than a decade. Because the gilded age "Hawthorn Hill" estate is among Lancaster's most treasured cultural assets**, the** LHC favors thoughtful consideration if/when the property is developed in the future.

**Lancaster Town Green:** In August, the LHC was informed that the town had contracted with Netflix to film a series using the Town Green and the surrounding buildings. Netflix put a gazebo up on the Green for use in filming and offered it to the town as a gift. The LHC voted unanimously that the structure be placed only temporarily on the Green and informed the BOS by letter in August. The LHC recommended the gazebo be placed in the Thayer Memorial Recreational Park when the filming was completed. On December 3, 2018, the BOS voted to keep the gazebo on the Green citing largely undocumented positive comments they received as the basis for their decision. By keeping the gazebo on the Green, they have begun the alteration of the Town Green from a clear and open space to a Town Common. Part of the gazebo structure is on a "Preservation Restricted" portion of the Green. The LHC strongly advised against keeping the gazebo on the green. LHC members made several valid points for placing it elsewhere. However, their advice, based on careful study of the issue, was not heeded.

**Accessions 2018:**

In 2018 the LHC received donations from: Ross Azud, Jocelyn Fay, Kathleen Connery Fitzgibbons, Rita Ford, Gary Glenny, Herbert "Pete" Morgan, Ed Norris, Leo Paquette, Henry Paszko, John O. Schumacher, Michael Sczerzen and Jean Watson. A descendant of early town clerk Ralph Houghton also pledged a donation to purchase display cases. A detailed description of these donations can be obtained at the LHC office.

## Lancaster Recreation Annual Report ~ 2018

Lancaster Recreation continues to provide more opportunities for events and programs to make available to all ages in the community. Efforts are being made to support the recreational needs and wants of the town.

From the beach and its offerings in the summer, to trail hikes, fishing events, Halloween on the Green, Family Fun Days and walks and skating in the winter, Lancaster Recreation strives to include activities that appeal to a wide variety of residents.

At long last we are seeing progress at Thayer Memorial Park! The playground was installed and opened in December. From day one, it has been a popular destination for local families. In the Spring of 2019, the splash pad will be installed and the landscaping will be complete. We are excited to finish this first phase and look forward to next steps. The completion of the playground was made possible by the very generous donations of resources from several local individuals and businesses. Thank you all!

During the winter season, Lancaster residents enjoyed the town skating rink at Thayer Memorial Park. Many thanks to the growing list of volunteers who came out to assemble, shovel and dismantle the rink this year.

Halloween on the Green was again very successful. This year Thayer Memorial Library co-sponsored a magician who performed on the steps of Town Hall, a great addition to this growing annual tradition!

New this year, we hosted a Pumpkin Carving Event. Thank you to Harper's Farm of Lancaster and Clearview Farm of Sterling who donated pumpkins. Thank you also to folks at the Lancaster Community Center who provided space and hot chocolate and more for the event. Folks were able to enter their creations in the Halloween on the Green jack-o-lantern contest!

The jack-o-lantern contest hosted by Judy Zmijak is also gaining in popularity. Each year we see growing enthusiasm and support for this event and we look forward to seeing what Halloween 2019 brings.

The committee has been working hard to not only maintain current programming, but also to expand programming. Including, but not limited to potential programs for the old and young at heart and partnering with folks in the community on their ventures.

The Recreation Committee is looking at potential for the following:

- Improvements to ball fields for youth and adult softball and baseball
- Enhancements to the Town Beach and a possible summer program
- New Hikes and Trail Events
- Software Programming classes for children
- Guitar/Music lessons
- Reintroduction of a Farmers Market
- Senior Pen Pals – partner with COA and Elementary school contacts
- Summer Soccer Programs

In 2018 Lancaster Recreation again partnered with Lancaster Trails and Bikeway Coalition as well as the Town Forest Committee and Lancaster Land Trust. We offered several 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 were:

- 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 provided by Bolton Orchards
- Lancaster Town Forest Hike to explore parcel for purchase
- Cook Conservation Area Hike
- The 1st Annual Lancaster Equipment Sale/Swap

*Pumpkin Contest*

Sports programs continue 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 through March. Men's basketball, run through Lancaster Recreation with Zachary Gilmore as the volunteer coordinator, played weekly from September through May at the Luther Burbank gym.

The Adult Co-ed Softball League continued under Lancaster Recreation with Andy Hilliger 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 with various volunteer groups and DPW to provide maintenance of 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 cool off during the summer.

- Swim lessons were again offered with Certified Water Safety Instructors
- The Snack Shack was reopened so folks were able to buy snacks & drinks
- New Paddle boards were available for rent
- Recreation volunteers made custom built “Corn Hole” games for use as well

Respectfully submitted,

Andrea Kiuru-Shepard, Recreation Department Director

Committee Members:
Win Clark
Joe Kennedy, Treasurer
Katie O’Riorden, Secretary
David Carr
Ken Pagington
Mark Renczkowski
Stephen Hutchinson

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.*

## *2018 Open Space and Recreation Plan*

*In July of 2018 the 2017-2024 Open Space and Recreation Plan was accepted by the state. The town is eligible for Massachusetts Department of Conservation and Recreation funding rounds through 2024.*

The Open Space and Recreation Plan (OSRP) must be updated every seven years to be in compliance with the State's certification. 2017 was 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.

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. No meetings were held in 2018. The OSRC will likely reconvene ahead of 2024 when a new plan will be required to be eligible for DCR funding.

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 mantonellis@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.

Respectfully submitted,

Michael Antonellis, *Planning Director*

# LANCASTER TRAIL & 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 2018 the Coalition met on April 18 and January 24. The Coalition discussed items regarding:

- Trail map updates
- Boardwalk/bridge update – Cook CA, Town Forest, Eagle Ridge CA, Atherton/Ponakin
- New trail – Bartlett RA to Town Forest
- Signage samples
- Maintenance of the Adopt-A-Trail Program

Come Join Us!

We meet periodically as posted on the Town's web site. If interested in joining, contact Mike Antonellis at mantonellis@lancasterma.net or call 978-365-3326 x1311. Also check out our web page at www.ci.lancaster.ma.us and like us on Facebook.

*Happy Trails!*

Respectfully submitted,

Michael Antonellis, Planning Director

# MEMORIAL DAY

**Memorial Day Observances**
Lancaster, MA
May 28, 2018

## Lancaster, MA, May 28, 2018

*In Memory of Veterans who passed in 2017*

Paul E. Corcoran – January 14, 2017

Steven Albert Brosseau – March 7, 2017

Robert J. Crowley – March 12, 2017

George Mitsuo Higashude – May 11, 2017

Albert John Ashton – May 22, 2017

Herbert L. French – June 30, 2017

William B. Smith – July 3, 2017

Robert David Perkins – August 22, 2017

Daniel Brewer Richardson – December 1, 2017

Norman Joseph Schexnaydre – December 2, 2017

David W. Price – December 25, 2017

## Memorial Day Ceremony Etiquette

Memorial Day is a time to remember and reflect on the sacrifices made by so many to provide freedom for all. The ceremony which recognizes these sacrifices ought to carry a somber spirit, national pride, and respect for the honors given. It is with this goal that the following suggestions are offered.

**Respect for the U.S. Flag** – During the ceremony of hoisting or lowering the flag or when the flag is passing in a parade or in review, all persons present except those in uniform should face the flag and stand at attention with the right hand over the heart.

Those present in uniform should render the military salute.

When not in uniform, men should remove their caps with their right hand and hold it at the left shoulder, the hand being over the heart.

Non-U.S. citizens should stand at attention.

The salute to the flag in a moving column should be rendered at the moment the flag passes. For most people at our ceremony this would be hand over heart.

**Taps** – Taps has its origin from the Civil War when communication throughout army units was often done with the bugle. Taps started as a signal that the day was done and the lights in the camp were to be extinguished. With this in mind, it was not a stretch to find the short song played at funerals for fallen comrades.

Used in our ceremony today, Taps is offered as an official honor of those who have fallen in the service of our great nation. Taking a posture of attention and facing the music is a proper way to recognize this solemn honor.

**Gun Salute** – This practice originated in the old custom of halting the fighting to remove the dead from the battlefield. Once each army had cleared its dead, it would fire three volleys to indicate that the dead had been cared for, and that they were ready to go back to the fight.

Used in our ceremony today, the three-shot volley is offered as an official honor. By our public recognition of those who died in service for our country, we have cared for our dead by keeping the memory of their sacrifice alive. It is also a recognition that we honor those who continue to be ready to fight for our nation.

Taking a posture of attention and facing the rifle unit is a proper way to recognize this solemn honor.

## MEMORIAL DAY

Monday, May 28, 2018 - 9:00 a.m.
The Town Green, Lancaster, Massachusetts

| | |
|---|---|
| Parade Marshal ..... | Reino Tervo |
| Master of Ceremonies ..... | Henry Richter |
| Commander, Everett Minigan American Legion Post 96 | |
| Invocation..... | Rev. Robert Johansen |
| Pledge of Allegiance to the Flag ..... | Joseph Hazelrigg |
| "The Star-Spangled Banner"..... | NRHS Band |
| General Logan's Orders ..... | Olivia Earley |
| "Forward March!"..... | LBMS |
| Lincoln's Gettysburg Address..... | Alexander Allison |
| "You're a Grand Old Flag" ..... | LBMS |
| Memorial Address ..... | Douglas MacAloney |
| U.S.Navy Veteran | |
| Call for Wreath Bearers ..... | Henry Richter |
| Call for Heritage Group..... | Henry Richter |
| Decoration of War Memorials..... | Veterans |
| "Nearer My God to Thee" ..... | NRHS Band |
| Three Rifle Volley ..... | Post 96 Firing Squad |
| "Taps" ..... | LBMS Band by |
| Theodore Stanton (first) and Michael Basteri (echo) | |
| Benediction..... | Rev. Robert Johansen |

The parade proceeds to the North Cemetery led by the American Legion. Music provided by Nashoba Regional 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 NRHS by Sarah McGregor (first) and Matt Ervin (echo)
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 members also invite you to stay for lunch.*

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 as a living memorial to those whom we will never forget.

**Memorial Day Committee Members**
*Carol Sonia, Chair*
*Karen Shaw, Co-Chair*
*Ann Fuller*
*Jen Lapen*
*Henry Paszko*
*Donna Sanginario*
*Susan Thompson*
*Alexandra Turner*
*Jean MacAloney, Aide*

# EDUCATION

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

The annual town report offers an opportunity to look back on our year, reflect on our activities and goals, celebrate our accomplishments and look ahead at themes and goals for the new school year.

Our current school population is 3281 students. We anticipate growth in our population size over the course of the next couple of years. We see new subdivisions that are in the process of being approved throughout the school district as well as an increase of permits for new houses to be constructed on pre-existing parcels of land.

The Nashoba Regional School District continues to be an exciting place for children to learn. Our academic courses continue to be rigorous with high bars of expectations established. Our students perform very well on the state-wide assessment widely known as MCAS.

Students also take part in a plethora of offerings in athletics and fine arts, particularly at the middle and high school levels. The before and after school offerings at the elementary level continue to be filled to capacity where staff and students are able to take learning to a whole new level as an extension of the school year, through different mediums.

Our staff and administrators take advantage of Professional Development on multiple levels as they build on their personal and professional skill sets. We have had a number of locally presented PD activities for staff to take part in as well as regional and state activities. Several of our staff and administration also take part in, and represent, NRSD on state-wide committees.

We work closely with our School Committee members within their leadership role. They continue to facilitate, guide, lead and support work that we do within our schools. This year they established their own collective goals linked to the school district goals, similar to their efforts in this area last year. Work continued on the newly developed School Committee Manual and Policies.

Our partnership with the three local municipalities continues to be key to the school district. We appreciate our relationships with the Towns' Leadership members. They continue to offer guidance and support, and are actively involved at different levels of our district.

We are most appreciative of our community members in Stow, Bolton, and Lancaster. We thank you for your ongoing support of our school district. We take pride in the Nashoba Regional School District, its staff and students, and our collective accomplishments. These are tremendous communities and NRSD is an incredible school district.

Thank you for your support and confidence in our district.

**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. Areas of professional learning include matching students to appropriate texts and using formative assessment data to inform instructional planning.

In the area of mathematics instruction, we are continuing to build on the work of the last few years in the development of mathematical thinking skills in our students. To that end, our math specialist Nancy Weber continues to provide our students with a problem of the week to solve and facilitates a monthly math instruction support group for teachers--a forum where they can ask questions and share ideas around instructional best-practices in math.

In addition, we continue to develop capacity for increased collaboration and co-teaching within our educators. Each classroom in grades K-2 have dedicated time every day for push-in support from one of our literacy specialists. In addition, due to high demand, we have arranged for an expert to come to MRE this winter to work with our teachers in the implementation of a co-teaching model.

We have also added 30 new Chromebooks this year to bring our total for the building to 185. These tools will not only help us develop within students critical 21st century skills but also help prepare them to be responsible digital citizens as technology becomes more deeply integrated into academics with the 1:1 initiative that begins at the middle school and continues through graduation.

Through these initiatives and as a result of our students' hard work our successes have been reflected in both our 2018 MCAS scores and in the corresponding MA state school accountability report. We are proud to report that our students exceeded targets for English Language Arts achievement across all sub-groups. In addition, our student population as a whole met established targets for math achievement with three subgroups exceeding those targets, including those identified as lowest performing, high needs, and economically disadvantaged.

As proud as we are of our students' achievements, at MRE, we believe that standardized tests are not the only measure of student success. We believe in educating the whole child, and to that end, we feel it is important to offer our students a wide range of enrichment opportunities that provide learning experiences beyond grade-level curricula. For example, the MRE band program continues to grow and demonstrate success at high levels. The current 4th grade band is the largest it has been in years with 75 students playing 7 different instruments. In addition, the fifth grade band recently earned its fourth consecutive gold medal at the Great East Music Festival. Moreover, in an effort to promote healthy choices and support learning through structured physical activity, we will be offering the Build Our Kids Success (BOKS) program for the fifth year in a row. Additionally, we are currently in the process of planning our winter enrichment series. Activities will be staffed entirely by parent and faculty volunteers, and will include a variety of choices to provide students with learning opportunities beyond the grade-level curriculum. Past enrichment activities have included hands-on science, crochet, introduction to computer programming with Scratch, explorations in math, painting, and Lego movie-making to name a few.

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 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 continue to explore 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 more than 20 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**

The 2018 academic year brought the Luther Burbank Middle School continued success towards its mission of fostering life-long learning and compassionate and responsible citizenship for all students. We are proud of the many accomplishments of our staff and students as we work towards our collective mission and know that our school's success is a direct result of the strong support we receive from the Lancaster community.

Academic achievement by our students was demonstrated with strong performance on last year's state-wide MCAS assessment. Last spring marked the second year of administration of the next generation assessment which has brought more rigorous and complex questions and question types as well as new scoring categories. Luther Burbank students performed very well. Overall, our school achieved an accountability rating of "Meeting Targets."For a group to be considered to be meeting targets, it must have a criterion-referenced target percentage of 75% or higher. For Luther Burbank, the criterion-referenced target percentage combines information about achievement, growth, and chronic absenteeism into a single number between 0 and 100 for "All students" and for our "Subgroups". Our overall criterion-referenced target percentage was 89%, well-above the target. In terms of specific content areas and subgroups, we are proud to report

that our lowest performing and economically disadvantaged subgroups exceeded targets for both English Language Arts and mathematics.

While we are incredibly proud of our statewide assessment data and the growth that it represents for our students, we are also committed to ensuring our students are prepared with the 21st century learning skills they will need to have in order to compete in our ever-changing global landscape. To this end, our school has successfully transitioned our digital learning model. All of our students in grades 6-12 now have consistent access to a mobile device through our district-wide 1:1 Chromebook program. The 1:1 learning environment provides all of our students with opportunities to use technology to create, collaborate, communicate, and think critically in and out of the classroom. It is these skills, the "4 C's", that will help serve as critical complements to our students' academic content knowledge as they navigate future educational opportunities and careers.

2018 not only brought academic growth and increased technology access for all of our students, it also brought newly enhanced offerings to support the social emotional learning for our students as well. We are deeply committed to meeting the rapidly changing needs of our adolescent learners and recognize the critical importance social emotional learning plays in our students' developmental growth as part of their academic programming. A pivotal component of our efforts includes our school's Advisory program. Now in its third year, Advisory offers students an opportunity to build connections and strengthen relationships through team-building in a small group discussion format. Feedback from teachers and students on Advisory continues to be affirming, proving advisory is working to strengthen our already strong and positive school climate.

Our extracurricular and intramural programming further complement our efforts to support the social and emotional needs of our students. Both programs were expanded in 2018. A Creative Writing program was added to our extracurricular offerings, bringing our total extracurricular offerings to 15. Our school now boasts a wide range of activities for students to explore their interests and future talents. Activities are diverse in nature, ranging from Art Club to Jazz Band to Robotics. All activities meet on a weekly basis and are offered throughout the school year. This past year, we have also been able to extend our intramural offerings. Our intramural offerings provide a non-competitive environment conducive to physical activity and fun play. Intramurals are offered before school and after school and are offered to growing numbers throughout the school year. Both extracurricular offerings and intramural offerings complement our strong enrichment program and provide additional opportunities for our students to celebrate their uniqueness and explore their individual talents and interests. As we look ahead to next year, we will continue to refine and expand our programming as we strive for continual and comprehensive growth to meet the multi-faceted needs of our students and schoolwide community.

**Nashoba Regional High School**

In the fall Nashoba Regional High School ranked #20 in Boston Magazine's annual recognition of the best high schools in Massachusetts. Also, Nashoba ranked in the top 3 percent of US News & World Report's ranking of the best high schools in the country. Such accolades are a testament to the dedication, community support and commitment to improvement on the part of students, staff and families. On June 10th 254 graduates received diplomas as members of The Class of 2018.

In 2018 we revised our Science program so that all 9th grade students are enrolled in an introductory Physics course. Our English department has implemented a choice reading program as a means to encourage students to develop the healthy habit of reading for pleasure as well as for knowledge. Our elective program continues to expand as this year we added a Songwriting course and installed a new kiln for our Ceramics program. A hallmark of Nashoba students is their eagerness to accept challenges. In our Class of 2018, 62% of students took at least one AP class and earned at least a 3 out of 5 on the exam.

Nashoba students' engagement in extra-curricular activities enriches the culture of our school. Our 30-year-old EMT Program received approval from the state in the fall. Currently, 20 students are in their second or third year and 18 students are in the first year of the program. This year our music program established a chapter of The Tri-M National Music Honor Society with the induction of 15 students. Our Best Buddies Chapter was recognized for its collective spirit at the Central Mass. Friendship Walk in October. Additionally, the Student Council has brought back the Nashoba Cup Competition as a way to acknowledge and encourage school spirit in our community.

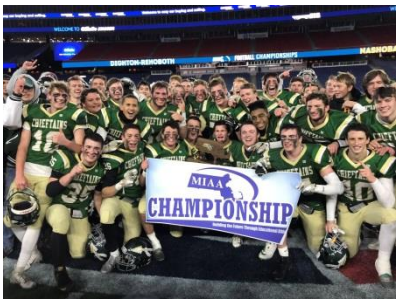
The school community recognizes that social-emotional well-being is an integral part of student success. 40 staff members have already completed Mental Health First-Aid Training. Georgie, a therapy dog, routinely visits the school to help students deal with stress. Our Wellness department received training in the MVP curriculum (Mentors for Violence Prevention) and student response has been very positive regarded two trial Wellness classes featuring the curriculum. Our trial run of Challenge Day with 100 sophomores and 25 staff members proved so successful that we are planning to run the program for all students next year.

## Athletics

*Field Hockey - Division 1 Central Mass Champions*

Nashoba's athletic program had a great year! Over 450 student-athletes participated across fifty-three total teams with seventy percent of student-athletes being named to the honor roll. Some highlights include our wrestling team winning the Division 2 Central Mass Championship. Lucas Cordio won the Division 2 sectional title, state title, all-state title, and New England title at his weight class in wrestling. The success continued into the spring as the girls' track team won the league championship. Chloe Dewhurst (high jump) and Anna Cressman (shot put) both set school records in their respective events. The fall of 2018 was very successful for the Chieftains!

The field hockey team won the league title, the Division 1 Central Mass championship and was state finalists. However, the fall season was highlighted by the football team's league championship, Division 4 Central Mass championship, and then the team won the MIAA State Championship at Gillette Stadium!




*Football - MIAA Division 4 State Champions*

Overall, Nashoba's sports teams had a fantastic year! Over ninety percent of our varsity teams qualified for post-season

playoffs, won seven league titles, four sportsmanship awards, three district championships, one state finalists, and a state championship. We have maintained a competitive athletic program, and school spirit is continuing to grow.

## CENTRAL OFFICE DEPARTMART REPORTS

### Teaching and Learning Department

Collaboration and alignment continues to be a major focus in Nashoba's curriculum efforts. K-5 teachers having been working to incorporate Reading and Writing Workshop into their Literacy instruction with the support of the Lucy Calkins program units from the Columbia University Teachers College Reading and Writing Project and ongoing professional development on instructional strategies. Teachers are using small-group instruction to develop students' skills and confidence with reading and writing by mixing student choice and independence with targeted, in-time feedback that pushes students to their unique next step in the learning progression. As a result of this work, middle school ELA teachers have begun district wide conversations focused on how to shift their instruction to capitalize on the deeper skill set students will have leaving 5th grade and to support students moving into 9th grade, where high school English teachers have also been working toward a similar model.

We are in the final phase of Nashoba's transition to updated Massachusetts Science, Technology and Engineering framework. Using a mix of internally-developed, district wide curriculum and supporting resources, teachers in grades K-12 are facilitating students' exploration of scientific phenomena through hands-on experiences and supporting them to solidify and demonstrate their understanding in meaningful and relevant ways. Planning has emphasized active learning through exploration and projects that help students demonstrate their understanding using a variety of digital tools and resources.

### Technology

In 2018, the Technology Department strengthened its online security by implementing a new service that better protects all staff and student user accounts, data and applications. Included in the improvement is the extension of the network firewall to include all student 1:1 Chromebook devices. Student Chromebooks, when used online, go through the Nashoba firewall no matter where they are being used; which offers an increase in safety for our students participating in the 1:1 Chromebook program. At the same time, Nashoba began a Cyber Security Awareness Campaign for staff. The goal of the campaign is to educate all staff in the ability to recognize cyber threats, take actions that protect their privacy, increase overall security and stay safe online.

We are excited to report that we launched an online student registration process that not only reduces a time-intensive task for both parents and administrative staff but saves paper and provides administrators tools to manage data and better communicate with families.

In the Fall of 2018 Nashoba extended its 1:1 student Chromebook program to include all students in grades 6-12. Students in grades 7-12 took their Chromebooks home with them and grade 6 students will take them home after becoming acclimated with the device. The Teaching

and Learning Team also held a parent information night focused on the 1:1 program in October. With this increase in 1:1 mobile devices and the state's move to expand computer-based MCAS testing to grades 3 -10, we continue to upgrade our network infrastructure to ensure that the demand for a fast and reliable online academic experience is consistently met.

Nashoba continues to support staff in the use of its academic technology resources with professional development in the classroom, after-school, during scheduled professional development time and outside of the district. This year a large group of administrators and educators attended the annual Massachusetts Computer Using Educators conference. This conference is in partnership with the Massachusetts Association of School Superintendents and offers examples of cutting edge instructional practices that integrate the use of technology. In-house professional development highlights include the creation of online tutorials, using technology to inspire engagement and creativity, assistive technology, and using student generated videos that ignite academic discussion.

**Health and Wellness**

Nashoba Regional School's Health and Wellness programs cover comprehensive services including first aid, emergency care and assessment, planning for the management of chronic medical conditions, and prevention and response to communicable disease. Additionally, they monitor medication and health care procedures, oversee proper mandated health related screenings, and implement health education and counseling in helping to assure a safe and healthy school environment. Nashoba's Health and Wellness team provides a full time DESE certified Registered Nurse at each school building.

This year, a new initiative called SBIRT (Screening, Brief Intervention and Referral to Treatment) was delivered to students in grades 7 and 9. The screening focuses on prevention, early detection, risk assessment, brief counseling and, when needed, referral for substance use.

Over the past 12 months, several key milestones have been achieved. The district's Emergency Response Task Force (ERTF), 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, which all staff will receive in January. The ERTF also hosted a safety summit to formalize our evacuation plans and reunification site identification. The ALICE two-day training was provided to all staff members of the Nashoba Regional School District with online training followed by scenario training at the start of the school year in August.

The district is very proud of those students who contributed to our health and wellness goals. NRSD School Health Advisory held the American Heart Association 2018-2019 High School CPR Challenge, which was accepted by students in the Nashoba EMT Cadet Program. These dedicated students demonstrated hands on CPR at various locations to more than 500 individuals. The objective of the Challenges is to train as many people as possible to deliver vital life-saving techniques.

Lastly, 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 task force provides education to staff members at the high school addressing

issues related to marijuana use and vaping. In addition, three presentations to the community and students on the dangers of vaping and nicotine use were given in each town of Stow, Lancaster, and Bolton.

**Extended Learning Program**

Fun and discovery go hand in hand at Nashoba Regional School District's Extended Learning Program where *Creative Choice* is at the foundation of learning. At our before and after school programs in Bolton, Stow, and Lancaster, students are encouraged to explore, create, and delight in play! An important aspect of our Extended Learning Program is the emotional/social development of children. Aware of the developmental stages of children, our staff guide children to problem solve, collaborate, and show compassion to others.

Three key pillars guide the learning that takes place at our Extended Learning Program: Communication, Community, Physical, and Social- Emotional Well-Being. Whether students are participating in one of the structured enrichment programs like ImagArena or chess, or playing a sport outside or a board game inside, students learn essential communication skills. At live performance shows, like those put on by Mad Science, students ask thoughtful questions and practice respectfully voicing their ideas and opinions.

Building community, a sense of citizenship, and cultural awareness are also important elements of our program. At the Hale Extended Learning Program, students are engaged in a volunteer service program knitting hats for infants, making blankets for rescue dogs, and creating crafts for seniors. The Bolton site works closely with the Nashoba Valley Rotary Club to offer a fun and popular bike safety program. Our four sites offer various clubs like Homework Club, Coin Club, Sewing Club, to connect students who have similar interests. Last year, all students experienced Saori weaving, a contemporary freestyle weaving from Japan, as well as made crafts/artwork connected to holidays and the world.

***Celebrating Halloween invites children to be silly and creative***

Students in Extended Learning are active! Whether playing soccer, doing archery, practicing yoga and mindfulness, or learning how to cook healthy meals at "Cook's Corner," students explore choices that involve physical movement and body awareness. Students often learn from others and make new friends along the way. Trying new things helps our students develop confidence and boosts their self-esteem. Inspiration and creativity flourish at our Extended Learning Program where students have the space and time to be kids!

Eric Joseph Abreu
José Julian Acosta
Cassandra Grace Allen
Olivia Paige Alminde
Zacharey Christopher Almy
Kytannalee Alvira
Katelyn Rose Anderson ** §
Lukas Emerson Ashline **
Alida Laura Austin §
Katherine Carol Babbit
Daniel Jonathan Barnes * §
Elena Michelle Barshak
Lauren Grace Beck ** §
Rachel Jocelyn Bedini
Nicholas William Bell * §
Troy Allen Bell
Gabrielle Chase Benoit
Timothy David Benoit
Caleb Castles Bergen
Daniel Joseph Berube Jr.
Thomas Francesco Bianco §
Chloe Grace Bickford
Maia Jaye Bliudnikas * §
Robert James Bond
Koryn Ann Boucher
Brian Jin Boyle
Emily Rose Boyle
Madison Christiane Brady ***
Jameson Michael Brideau
Duncan Edward Brooks
Thomas David Brown
Max Louis Buchholz
Caitrin Elise Burke §
Drew Edward Burrows §
Mary Margaret Bussiere ** §
Anna Idell Cadigan
Anthony Thien Campbell ** §
Quinlyn Rose Canale
Megan Diana Lane Carey * §
Alana Marie Carlucci ** §
Jason Paul Carpentino
Marques Carr
Harrison Edward Carter *** §
Emma Jewell Castle ** §
Hannah Hui Castner *** §
Graham Alexander Chapman
Bryce Connor Chaput
Cameron Brian Choquette §
Colton Brian Choquette §
Ryan Christopher Colarossi
Lucas John Cordio
Sydney Adrianna Cortes
Courtney Elizabeth Cote
Rachel Ann Crane *
Anna Rose Cressman ** §
Ryan Scot Cudmore
Cara Marie Cummins *
Nathan Paul Cunningham
Alyssa Rose Curran
Hannah Elizabeth Dahill
Abdallah George Dairi
Charlotte Mae Dempsey ** §
Marc Lucien Descoteaux ** §
Chloe Justina Eugenie Dewhurst ** §
Jack Ryan Diefenbach ***
Joseph Thomas Diello §
Nicholas Daniel Dienst
Georgia Anne Dittemore ** §
Adriana Sofia Dominguez §
Emma Yangren Donnelly ** §
Sarah Jane Doran *
Nathan Philip Draudt *
Quinn Lawrence Dyer-Hawes *
Brooke Alexa English ** §
Rachel Elizabeth Estey * §
Ashley Elaine Fateiger *
Lincoln Jack Fay
Phybe Talia Figueroa
Krista Ruth Flinkstrom *** §
Benjamin Elliot Fox ***
Jake Allen Franklin * §
Michelle Hoelle Frasch * §
Nathainel Ettore French §
Cameron Elizabeth Frend *
Matthew Robert Frey §
Hannah Patricia Gaffney ** §
William Lawrence Gerecke ** §
Sarah Elizabeth Gillooly ** §
Brett Michael Giordano *
Hayley Joy Giovinazzo
Meredith Christine Goad
Hannah Marie Gould * §

Faith Olivia Gouveia
Bailey Lauren Gray
Sophia Barbara Greszczuk *** §
Aidan Benjamin Gross * §
Amber Paige Hall
Rileigh Anna Hallberg ** §
Lillian CuiXia Hammill * §
Halle Elizabeth Hangen §
Mckenna Rose Hannigan
Alanna Marie Harrington
Brendan Joseph Hart
Charlotte Florence Hatcher
Kevin Michael Henry
Nathaniel John Hicks
Breese Andrew Hill
Ethan Michael Hill
Lydia Jane Hogan *** §
Bailey Elizabeth Hollis
Bobby Jay Hollywood
Hannah Elizabeth Hubbard
Kyle William Hume
Tyler Robert Hunt *** §
Jack Timothy Hurd
Daniel James Ickes
Bernard Kelly Joseph
Laurent Steve Batista Joseph
Laura Anne Jowett ** §
Matthew Ryan Kalinowski
John Tony Keirouz §
Grace Elizabeth Keith *
Andrew Robert Kerble
Hannah Frances King §
Logan Joseph Kitts
Jack Christopher Lally
Julia Mae Lane
Woodel Lareche
Alexander Cameron Lawlor *
Thuy-Mi Le **
Ryan Keith LeBlanc
Christina Olivia Lengieza
Brenden Thomas Locarno
Alexander Geoffrey Lowe
Christine Amanda Luke ** §
Bennett Ethan MacGregor
Ashlyn Rose MacLure * §
Luke John Malloy
Drew James Manyak
Joseph Miguel Martinez-Reynolds
Ashley Michele Masse * §
Amelia Francisca Regina Massinger *
Angelica Jacinta Rose Massinger *
Antonia Lucia Maria Massinger *
Emily Anne McBride-Sakal
Meaghan Casey McCarthy ** §
John Thomas McCutcheon
Michael John MCGilvray **
Sarah Rose McGregor §
Joshua Davis McKeen **
Delaney Rose McKenna ** §
Isabella Carolyn McKinney * §
Erin Diane McLeod
Emily Maxine McManus §
Clare McNamara *
John Joseph McNulty III
Matthew Lawrence McNulty §
Evan Conor Medcraft * §
Jack Nicholas Meilleur §
Averill McCully Meininger ** §
Rebecca Chase Meininger ** §
Sydney Samson Meininger Ç
Collin Andrew Messier
Rees Gray Miller
Lance Reitz Milliard
Joy Irene Miyata
Matthew Paul Morrison
Ethan Paul Mostecki
Muhammad Ihsan Mulyono * §
Haley Ann Neff *** §
Sarah Alice Newton
Michael Robert Noonan
Abigail Kay O'Brien
Margaret Joan O'Keefe §
Deven Enrique Padua
Luke Alexander Page
Thomas Robert Parda §
Sophie Morgan Parquet
Maxwell John Parrow §
Bryce Gregory Parson
Alexandra Caley Patten *
Alexandra Patykowski
Michael David Peabody §
Justin Federspiel Peirce * §

Joshua Lewis Pelland * §
Edward Jules Perkins
Cassidy Annette Phaneuf
Annie Morgan Pilkington
Michael Stephen Piotte §
Noah Edmond Plante
Catherine Morgan Potter
Jacob Thomas Prigmore **
Lauren Marie Quinn *
Teresa Catherine Quinn
Isabella Fonesca Sales Ramos
David John Read
Tynan Callahan Reed
Abigail Rose Recko *** §
Henry David Reich *
Chloe Loraine Revell
Eva Marie Ricci §
Cohen Jamal Rich
Madison Julia Richard ** §
Florance Caipora Richardson
Brianna Danielle Riggin
Cameron Jefferson Roberts
Emily Josephine Routhier
Robert Thomas Ryan
Brian Thomas Sabourin
Ariane Komer Sanjar §
Joseph Manuel Scafidi §
Justin John Schoepke ***
Tyler David Seatter
Riley June Seith * §
Katerina Diane Sidopoulos
Catherine Michelle Smith *** §
Katherine Elizabeth Soto
Zachary James Sousa
Allison Ann Spratt * §
Timothy Kane St. Denis
Zachary Seavey Stepp
Keely Anne Stevenson ***
Dominic Michael Stolfi §
Colby Jefferson Storey * §
Emma McDowell Sullivan *** §
Madeleine Aldea Susi *** §
Jillian Grace Szcesuil * §
Evan Eugene Tesoro
Paul Robert Theriault * §
Julie Rose Thier * §
Johannes Thor Thorarensen * §
Kaitlyn Elizabeth Tobin ** §
Jay Michael Toland
Sebastian Ruben Tommasi
Steven Warren Trant Jr.
Noah Anthony Travalent
Anna Mae Traverse ** §
Linnea Beck Turner Ç
Victoria Frances Tuttle
Michael Paul Urbano §
Roxanne Kinnear Vacha
Carolina Elena Valenti
Emily Isabel Vivanco ** §
Lauren Theresa von Stetten §
Alanna Marie Wagman
Mary Jane Wanamaker
Samantha Heather Watson
Victoria Elizabeth Weiss Ç
Robert Andrew Wells
Victoria Laurel Wendler
Duncan Elliott Wilgress- Pipe * §
Erik James Yngstrom
Reid August Scott Young
Emma Elizabeth Yvanovich ** §
Giavanna Florence Zarrella §

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

## Minuteman High School

### Minuteman High School Named 2018 National Blue Ribbon School by U.S. Department of Education

Minuteman High School has been named a 2018 National Blue Ribbon School by the U.S. Department of Education. The announcement of all 349 public and private school honorees was made on October 1, 2018 by U.S. Secretary of Education Betsy DeVos.

Minuteman is the sole vocational high school in the State to be accorded this award. Abington High School and Swampscott High School are the other Massachusetts schools that earned this recognition.

According to a U.S. Department of Education press release, National Blue Ribbon Schools earn that designation by excelling in one of two performance categories - either as Exemplary High Performing Schools or Exemplary Achievement Gap Closing Schools, "which are among their state's highest performing schools in closing achievement gaps between a school's student groups and all students over the past five years."

All three National Blue Ribbon Schools from Massachusetts, including Minuteman, were cited for being Exemplary Achievement Gap Closing Schools.

An awards ceremony for all of this year's National Blue Ribbon Schools will be held at the Omni Shoreham in Washington, D.C., on November 7 and 8, 2018.

Minuteman has previously been acknowledged for academic excellence and for significantly closing achievement gaps. Just a few months ago, on April 5, 2018, Minuteman was named a Massachusetts Commendation School by the Massachusetts Department of Elementary and Secondary Education for being outstanding in those two categories. Governor Charles D. Baker presented Dr. Bouquillon with a plaque honoring the school at a State House ceremony.

### Minuteman High School Sees Improvements in 2018 MCAS Scores

2018 MCAS results released by the Department of Elementary & Secondary Education showed Minuteman students made marked improvement in their performance on the English Language Arts (ELA) exam. Compared to the year prior (2017), the percentage of Minuteman students who scored "Advanced" increased by 7% and the number of students who scored "Proficient" increased 11%. The number of students who were in the "Needs Improvement" category fell 17% while the number of students in the "Failing" category dropped 1%. This shows a clear positive shift in performance levels across all categories.

On the Mathematics exam, Minuteman students showed a positive shift from the number of students who scored "Advanced" in 2018 (48%) in comparison to the 2017 scores (45%). This population of students showed a positive movement from the "Proficient"

category to “Advanced” while the population of students in the “Needs Improvement” and “Failing” category remained the same.

MCAS Biology saw a small decline in the number of “Advanced” students and an equal shift into the “Proficient” category. The population in the “Needs Improvement” category stayed the same and there was a small increase in the number of students who were in the “Failing” category (2%).

On the MCAS Chemistry exam, 74% of Minuteman students scored in the “Advanced” category over 37% compared to 2017. That is an increase of 37%. This was a strong positive trend towards the “Advanced” category with 21% scoring proficient making the “Advanced + Proficient” rating 95%.

### Minuteman Building Project Continues To Moves Towards Completion in the Fall of 2019

The Minuteman High School building project has reached another major milestone.
In ceremonies attended by hundreds of students, dignitaries and Minuteman supporters, Gilbane Building Company used a 185-foot crane to lift the final steel beam into place over what will become the new high schools’ s main entrance. Erection of the 24-foot beam – painted white and signed by students, teachers, elected officials, and well-wishers – marked completion of the steel structure of the building. The Topping Off Ceremony is a traditional builders’ rite marking the point when the final steel beam is lifted into place at a construction site. A small tree or leafy branch along with an American flag was tied to the beam to represent good luck and to demonstrate patriotism.

Despite some challenging weather over the fall and winter, the Minuteman project remains on schedule and on budget. Students are scheduled to start classes in the new building in the fall of 2019, more than one (1) full year ahead of estimates initially given to the member towns.

### Minuteman High Schools awarded $495,000 State Grant to Expand its Metal Fabrication and Welding Programs

Minuteman High School secured a $495,000 state grant to update and expand its Metal Fabrication & Joining Technologies (Welding) program. The grant award was announced by governor Charles Baker on June 21 and is one of three successful grant applications that have been submitted by Minuteman which have brought nearly $1.5 million to Minuteman over the last 2 years.

This grant will be used to modernize and expand the metal Fab and Welding program and allow high school students and adults to train on modern, industry-standard equipment. The funds will be used to purchase Virtual Welding Trainers, Multi-Process Inverters, a Guillotine Shear, Press Brakes, Bending Brakes, a Drill Press, a Punch, and a five-foot Power Roll.

High school and middle school students will use the equipment during the regular school day. “Gap year’ students, incumbent workers, and unemployed adult will use the

equipment during the evening in programs run by Minuteman and by Wentworth Institute of Technology. Graduate will enhance their technical skills and more easily secure jobs as welders, metal fabricators, and machinists in the region's defense, manufacturing, STEM/medical device, and power-generation industries.

### Minuteman Technical Institute Launches New Evening Post-Secondary Programs

Minuteman Technical Institute (MTI) is launched new evening post-secondary programs for adults on October 1, 2018 including Advanced Manufacturing, Culinary, Electrical and Metal Fabrication and Joining (Welding).

Each program is ten-months long, features 700 to 900 hours of instruction, and is aimed at preparing high school graduates taking a gap year as well as adults who are changing careers for these four high-wage, in-demand professions.

This program will run from October 1, 2018 to August 15, 2019.

## Perkins

**Perkins** is a comprehensive human service organization that serves individuals and their families from early childhood through assisted living and senior care. Our mission is to promote meaningful and sustained well-being for children, youth, and adults facing educational, developmental, or mental health challenges. Last year, we served 1,067 individuals and employed 334 staff members.

We are grounded in our work by six core values: Collaboration, Compassion, Excellence, Learning, Inclusivity, and Integrity.

### Thank you for being part of our community

At Perkins, the individuals we serve, their families, our staff, Trustees, neighbors, donors, and even the animals who work on campus each play a significant role in creating positive outcomes. The individuals we serve often face complex challenges, whether it is a developmental disability or significant mental health challenge. We strive to provide a level of care that meets their needs today, while also helping them find their path forward for tomorrow. We are grateful to the town of Lancaster for joining with us in helping the individuals we serve. Thank you for being part of our community and welcoming us as part of yours.

### Doctor Franklin Perkins School

Doctor Franklin Perkins School capped off a successful year with our annual Recognition Day, celebrating 17 students for their completion of 12th grade. Speaking at the event, Massachusetts Attorney General Maura Healey expressed her admiration for Perkins and our ability to encourage and support the development of self-advocacy skills, and for giving children and youth a chance to blossom.

Doctor Franklin Perkins School's Day, Residential, and Adult Transition Program (academic and vocational services for students ages 18-22) provide education, therapeutic support, and skill building to children and youth with special needs, many of whom grapple with mental health challenges. Students are supported by educational and residential teams who work collaboratively to achieve the best outcomes possible for each individual student.

***Rileigh** is a kind, insightful and well-spoken ninth-grader. She loves playing with her pets – two dogs, a gerbil, a gecko, and a bearded dragon lizard – and takes care of them every day. She's very close with her family and feels incredibly supported by them. Before coming to Perkins, however, Rileigh didn't have much desire to get out and be social. She experienced significant anxiety which resulted in her having regular panic attacks. She didn't want to leave her house, or*

*even her room, unless it felt totally necessary. Rileigh struggled to go to school and eventually was homeschooled because she couldn't go to her school at all.*

*But all that changed when she came to Perkins. Now, Rileigh describes herself as "bubbly" and wants to see friends and family and go places. "I'm very stir crazy at home now. I want to be doing things. That wasn't me before Perkins. I would've stayed in bed all day every day," Rileigh said. She credits her clinician, Alisha, the structure, small class sizes, kind teachers, summer programming, and supports and flexibility provided to students for helping her overcome the significant challenges she faced.*

*"Days here don't seem super long. It's fun because you get to hang out with people and the work is challenging but I'm supported. They won't give you something you can't handle," said Rileigh, adding, "All of the students here are really, really nice. Everyone is working on something. I have some really good friends." Rileigh loves her Perkins science classes, especially biology because "the teachers make it fun with things like experiments and Science Day."*

*Rileigh and the Perkins staff know each other well. She can talk to Alisha, or step out of class with the assistance of the teacher's aide. She can work through what she's feeling, vent, get feedback and then come back to the classroom with a fresh perspective. Rileigh's goal, she says, is to stay in class as much as possible. She works on this through workbooks and sessions with Alisha that are dedicated to reducing her anxiety and increasing her positivity. "Rileigh has made tremendous progress with anxiety management and has learned how to incorporate the skills she's learned into her daily activities. As a result, she has made great strides towards her goals," said Alisha Vargo-Wood, Perkins Day Clinician.*

*As for her future, Rileigh said, "I definitely want to go to college. I'm not sure what I want to do career-wise, but my mom was a teacher and I love kids and animals. I know I want to take care of someone in some way."*

### Perkins Adult and Elder Services

Perkins Adults enjoyed an engaging year full of accomplishments, friendships, and camaraderie. Demand for Perkins Adult services continues to grow.

Perkins Adult & Elder Services provides independent and supported living, day vocational programming, and an assisted living facility to adults and elders with intellectual and developmental disabilities. The program is designed to provide each program participant with independence, satisfying work, family ties, and social and community connections.

### Perkins Child Development Center

Celebrating its 10th anniversary, Perkins Child Development Center (CDC), enjoyed a year of continued growth and achievement, reaching capacity for the first time in its history.

Using a child-centered, play-based curriculum, the CDC provides early education and care services to children ages 6 weeks to 5 years. All programs – infant, toddler, and preschool - encourage imaginative play and enhance social and language development.

### Perkins Behavioral Health

In response to the growing need for quality mental health care, this past year Perkins increased our capacity by hiring new clinicians, a second child and adolescent psychiatrist, and providing additional training to our clinical staff. These additions have enabled our community-based group practice to increase services and better meet the overwhelming demand for quality mental health services.

Perkins Behavioral Health is a community-based outpatient group practice specializing in treating the mental and behavioral health needs of children, adolescents, adults, and families.

### Perkins Rein in a Dream

Perkins Rein in A Dream provided services to many community members, as well as Perkins program participants, this past year. Individuals enrolled benefited from therapeutic horsemanship and animal-assisted therapy, models that increase self-esteem and confidence, improve communication and social skills, and provide opportunities to build empathy and compassion.

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.

### Dr. Charles P. Conroy Speakers Series

In 2018, more than 200 people attended three events at our Lancaster campus to hear from experts and discuss important topics: Ruth Potee, MD (physiology of addiction), J. Stuart Ablon, PhD (Collaborative Problem Solving), and Screenagers Movie: Growing Up in the Digital Age.

In recognition of 28 years of service by Perkins' former Executive Director, Charles P. Conroy, Perkins launched the speaker program in 2017. 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.

### Legislators Day

In February 2018, Perkins hosted eight Massachusetts Legislators to meet students and staff, tour the school, and speak with parents about the impact Perkins has had on their families. The event was co-hosted by the Massachusetts Association of 766 Approved Private Schools (maaps).

### Perkins 15th Annual Golf Tournament

In May 2018, Perkins hosted its most successful golf event ever at Sterling National Country Club. Peter Stanton, Perkins Trustee and Lancaster resident, sank a hole-in-one at the designated 11th hole, winning $10,000 in prize money, half of which he generously donated back to Perkins.

## Evening Under the Stars Gala

In November 2018, we had a fabulous celebration and fundraising event, attended by 200 supporters. The evening featured Steve Gross, Chief Playmaker of the Life is Good Kids Foundation, a nonprofit whose mission is to spread the power of optimism to help kids heal.

**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 currently(2019) composed of the following individuals: Jennifer L. Flanagan, M.S., Suzanne M. Frisch, Esq., Vice Chair; Dana M. Hollinshead, Ph.D.; Charles W. Hughes II, M.A.; Donald A. Lowe, Board Chair; Jennifer F. Luisa, Treasurer; Carol Francolini Mueller; Philip J. Muscatello, M.B.A.; Beatrice M. Oakley, Secretary; 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.; Chief Financial Officer Lisa C. Harrington, M.B.A; Vice President of Innovation and Advancement, Kathleen J. Savage Mills, Ph.D., LICSW; Vice President of Human Resources, Derek J. Padon; Vice President of Education, Cindy M. Wing, M.Ed. and Vice President of Facilities and Technology, Steven D. Young.

Pictured at Doctor Franklin Perkins School's Annual Recognition Day:
Charles W. Hughes II, Perkins Trustee and Lancaster Resident
Michael W. Ames, PhD, President and CEO
Attorney General Maura Healey
Donald A. Lowe, President of the Perkins Board of Trustees

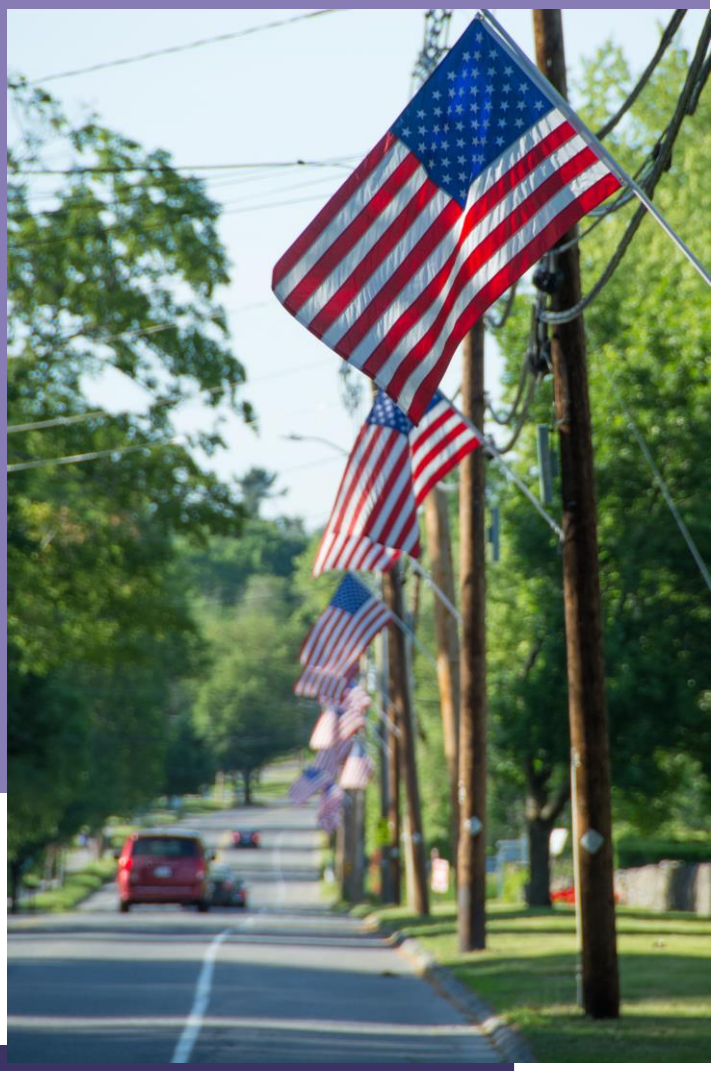
## Sui Generis, Unique, One of A Kind: A Tribute to Ted Bayles

*Born at a time when people were less able to identify and understand the nuances and complexity of the human condition, Ted Bayles was a generous, sociable, mischievous soul who lived 69 of his 75 years at Perkins. He was educated at the Doctor Franklin Perkins School under the direction of Doctor Franklin Perkins himself, and lived in residences across campus. As he grew older and needed additional care, Ted lived in Perkins' assisted living residence, Davis Manor. And while his parents and siblings were always part of his life, they would also be first to say that his real home was Perkins. On May 31, 2018, Ted passed away at a DDS medical facility in Barre, Mass. The entire Perkins community mourns his passing and honors his legacy.*

*To Bill Madden, program coordinator for adult services, Ted was the hero of a story passed down from the days when Perkins residents spent the summer at Camp Oceanward in Friendship, Maine. A small boy stepped into a ground hornet nest, provoking a swarm that could easily have proved fatal, and before any of the adults could react, Ted charged in and pulled the boy out. After making sure the boy was OK, the adults noticed Ted, stung from head to toe. They asked him why he did it, and he said simply, "Somebody had to help that little kid."*

*That was Ted. "Delightfully straightforward, some might say brutally honest," said former Perkins CEO Charlie Conroy, adding that "Ted never once forgot my birthday. There was always a card, usually with some kind of humor embedded in it that took me hours to discern. That was Ted, too. When you knew him, you soon found the thoughtful, caring, often insightful parts of him that many people never experienced. He was sui generis, unique, one of a kind."*

*To further cement Ted's legacy, the Bayles family has established a fund at Perkins, to be devoted to elder services. Donations are welcome to the Theodore F. Bayles Memorial Fund, Perkins, 971 Main Street, Lancaster, MA, 01523.*



# COMMUNITY ORGANIZATIONS

## 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, Photography, 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

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

FRIENDS OF THE LANCASTER SENIORS, INC.
David R. James, President
PO Box 173
Lancaster, MA 01523
FriendsoftheLancasterSeniors@gmail.com
http://FriendsoftheLancasterSeniors.org

The Friends of the Lancaster Seniors, Inc., celebrated its sixth 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 2019 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 2018 we provided over $5,000 in direct aid to Senior Center programs!

During 2018 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

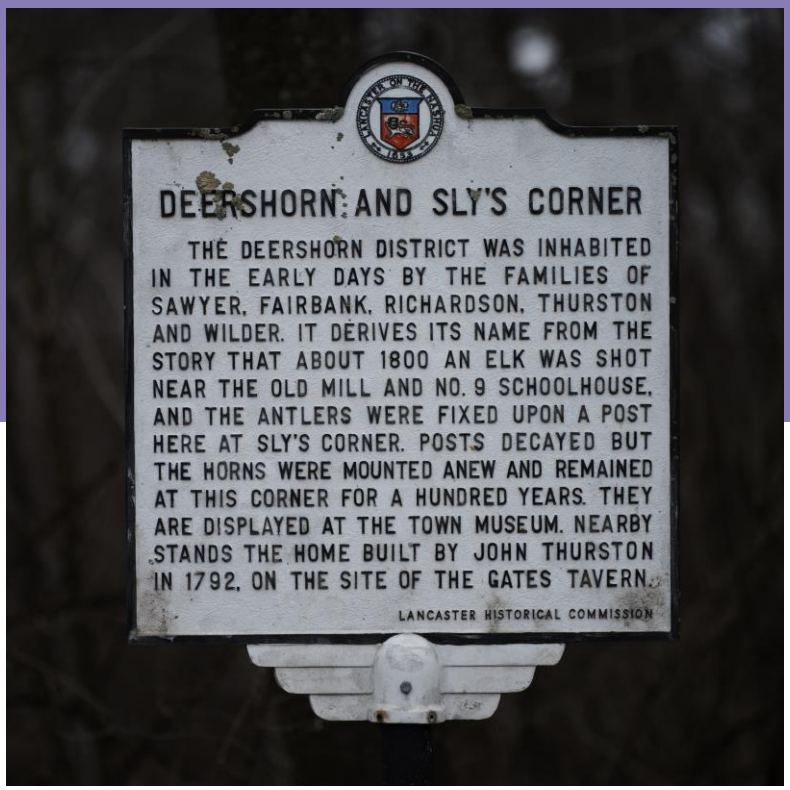
reach out to those who may be in need, often sending breakfasts to home-bound seniors (we notice when people are missing). That event is coming up on its SEVENTH anniversary this March (doesn't seem possible

– every week for seven 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

Some of the Pancake Breakfast Crew! (L-R: Bev Fiske, DJ, Celeste Chaput, Susan Franks). Missing are regulars Bridget Koza and Nilah Gerhardt.




# TOWN RECORDS

# TOWN RECORDS

## 2018

| | |
|---|---|
| January 30, 2018 | Win Clark was sworn in as a member of the Recreation Committee, term to expire on June 30, 2021. |
| March 5, 2018 | Mark Renczkowski was sworn in as a member of the Recreation Committee, term to expire on June 30, 2019. |
| March 14, 2018 | Ken Pagington was sworn in as a member of the Recreation Committee, term to expire on June 30, 2020. |
| March 20, 2018 | Jay Moody was sworn in as a member of the Council on Aging, term to expire on June 30, 2019. |
| April 1, 2018 | Kenneth Rapoza resigned from his position on the Conservation Commission, effective April 1, 2018. |
| April 17, 2018 | Elsie Lively was sworn in as a member of the Council on Aging, term to expire on June 30, 2019. |
| May 15, 2018 | John A. Ranieri was sworn in as a member of the Board of Health, term to expire on May 10, 2021. |
| May 16, 2018 | Philip Lawler was sworn in as a member of the Planning Board, term to expire on May 11, 2023. |
| May 17, 2018 | Kathryn N. Engelhardt was sworn in as a member of the Library Board of Trustees, term to expire on May 11, 2021. |

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|---|---|
| May 21, 2018 | Walter F. Sendrowski was sworn in as a member of the Board of Selectmen, term to expire on May 11, 2021. |
| May 21, 2018 | John J. King, Jr. was sworn in as a member of the Board of Public Works, term to expire on May 11, 2021. |
| May 22, 2018 | Mary de Alderete resigned from her position as Town Clerk, effective May 22, 2018. |
| May 22, 2018 | Dianne M. Reardon was sworn in as Acting Town Clerk, effective May 22, 2018. |
| May 22, 2018 | Russell Williston was appointed as the Representative of the Montachusett Regional Planning Commission, term to expire June 30, 2019. |
| May 22, 2018 | Kathryn Codianne was sworn in as Lancaster's Representative to the Nashoba Regional School District, term to expire on May 11, 2021. |
| May 24, 2018 | James E. Jay Riley was sworn in as a member of the Finance Committee, term to expire on May 11, 2021. |
| May 24, 2018 | Donna Sanginario was sworn in as a member of the Memorial Day Committee, term to expire on June 30, 2019. |
| May 25, 2018 | David Spanagel was sworn in as a Library Trustee, term to expire on May 11, 2021. |
| May 30, 2018 | Thomas Christopher was sworn in as a member of the Conservation Commission, term to expire on June 30, 2021. |

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|---|---|
| May 30, 2018 | Michelle Vasquez was sworn in as a member of the Finance Committee, term to expire on May 11, 2021. |
| May 31, 2018 | Sarah H. Gulliver was sworn in as a member of the Board of Appeals, term to expire on June 30, 2023. |
| May 31, 2018 | Maribeth Eugene was sworn in as a member of the Animal Control Commission, term to expire on June 30, 2021. |
| June 6, 2018 | Jennifer Leone was sworn in as the representative for Lancaster for the Minuteman School, term to expire on June 30, 2021. |
| June 6, 2018 | Philip Eugene was sworn in as a member of the Animal Control Commission, term to expire on June 30, 2021. |
| June 11, 2018 | Ann Fuller was sworn in as a member of the Memorial Day Committee, term to expire June 30, 2019. |
| June 11, 2018 | Marie Sullivan was sworn in as a member of the Cultural Council, which is her second of three terms, term to expire on June 30, 2021. |
| June 13, 2018 | Henry Paszko was sworn in as a member of the Memorial Day Committee, term to expire on June 30, 2019. |
| June 13, 2018 | David Stadtherr was sworn in as a member of the Board of Appeals, term to expire on June 30, 2023. |
| June 21, 2018 | Karen Shaw was sworn in as a member of the Memorial Day Committee, term to expire on June 30, 2019. |

| | |
|---|---|
| June 25, 2018 | Ronald Valinski was sworn in as the Measurer of Wood and Bark and the Sealer of Weights and Measures, term to expire on June 30, 2019. |
| June 26, 2018 | Tom Soldi was sworn in as the Gas and Plumbing Inspector, term to expire on June 30, 2019. |
| June 26, 2018 | Tony Zahariadis was sworn in as the Fence Viewer, term to expire on June 30, 2019. |
| June 28, 2018 | Marcia Jakubowicz was sworn in as an Associate Member of the Historical Commission, term to expire on June 30, 2019. |
| July 2, 2018 | Carol Sonia was sworn in as a member of the Memorial Day Committee, term to expire on June 30, 2019. |
| July 2, 2018 | Amy Brown was sworn in as an Associate member of the Historical Commission, term to expire June 30, 2019. |
| July 5, 2018 | Karen Silverthorn was sworn in as a member of the Historical Commission, term to expire on June 30, 2021. |
| July 5, 2018 | Jay Moody was sworn in as a member of the Historical Commission, term to expire on June 30, 2019. |
| July 9, 2018 | Anastasios Zahariadis was sworn in as the Building Commissioner/Zoning Enforcement Officer, term to expire June 30, 2021. |
| July 9, 2018 | Susan Sussman was sworn in as a member of the Cultural Council. This is her first of two three-year terms, term to expire on June 30, 2021. |

| | |
|---|---|
| July 9, 2018 | Noreen Piazza was sworn in as the representative to the Montachusett Joint Transportation Committee, term to expire on June 30, 2019. |
| July 9, 2018 | Noreen Piazza was sworn in as an alternate to the Montachusett Regional Planning Commission, term to expire on June 30, 2019. |
| July 10, 2018 | Imogene Watson was sworn in as an associate member of the Historical Commission, term to expire June 30, 2019. |
| August 9, 2018 | Michelle MacDonald was sworn in as a member of the Cultural Council, term to expire June 30, 2021. |
| August 13, 2018 | Frank MacGrory was sworn in as a member of the Council on Aging, term to expire June 30, 2021. |
| August 13, 2018 | Joseph Kennedy was sworn in as a member of the Recreation Committee, term to expire June 30, 2021. |
| August 15, 2018 | Jo Agnes Santangelo was sworn in as a member of the Council on Aging, term to expire June 30, 2021. |
| August 15, 2018 | M. Judith MacLean was sworn in as a member of the Council on Aging, term to expire June 30, 2021. |
| August 22, 2018 | Melissa L. Pelletier was sworn in as the Assistant Town Clerk, term to expire June 30, 2021. |
| August 28, 2018 | Thomas Seidenberg was sworn in as a member of the Conservation Commission, term to expire June 30. 2019. |

| | |
|---|---|
| August 28, 2018 | Shawn Corbett was sworn in as a member of the Conservation Commission, term to expire June 30. 2019. |
| September 10, 2018 | Donald H. Chaisson was sworn in as a member of the Conservation Commission, term to expire June 30, 2019. |
| October 25, 2018 | Stephen Hutchinson was sworn in as a member of the Recreation Commission, term to expire June 30, 2021. |
| October 30, 2018 | Michael Burke was sworn in as a member of the Board of Assessors, term to expire June 30, 2021. |

# TOWN OF LANCASTER
# MASSACHUSETTS

# WARRANT
## for the
## 2018 ANNUAL
## TOWN MEETING
### Fiscal Year 2019

Mary Rowlandson Elementary School Auditorium

103 Hollywood Drive, Lancaster, Massachusetts

Beginning Monday, May 7, 2018 at 7:00 P.M.

**WARRANT FOR**
**ANNUAL TOWN MEETING**
**May 7, 2018**
**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 seventh day of May 2018, at 7:00 o'clock in the evening,** then and there to act on the following Articles:

**ARTICLE 1**
**Finance Committee**
**Board of Selectmen**

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

a. Police Cruiser

| | |
|---|---|
| Amount: | $45,000 |
| Funds to be expended by: | Police Department |
| Purpose: | To purchase one (1) Police Cruiser |
| Funding Sources: | Sale of Town Owned Land |

b. Bartlett Pond Dam

| | |
|---|---|
| Amount: | $65,000 |
| Funds to be expended by: | Selectmen |
| Purpose: | Trail Design – Phase II |
| Funding Source: | Capital Stabilization |

c. Cemetery

| | |
|---|---|
| Amount: | $125,000 |
| Funds to be expended by: | Cemetery |
| Purpose: | To purchase one (1) One Ton Dump Truck |
| Funding Source: | Chapter 90 |

| d. | Thayer Memorial Library |
|---|---|
| Amount: | $27,000 |
| Funds to be expended by: | Thayer Memorial Library |
| Purpose: | Resetting Front & Back of Library |
| Funding Source: | Capital Stabilization |

| e. | Water Department |
|---|---|
| Amount: | $180,000 |
| Funds to be expended by: | Water Department |
| Purpose: | Backhoe |
| Funding Source: | Water Retained Earnings |

| f. | Mary Rowlandson/Luther Burbank Schools |
|---|---|
| Amount: | $35,000 |
| Funds to be expended by: | Mary Rowlandson/Luther Burbank Schools |
| Purpose: | Smoke Detector |
| Funding Source: | Capital Stabilization |

| g. | Mary Rowlandson/Luther Burbank Schools |
|---|---|
| Amount: | $17,000 |
| Funds to be expended by: | Mary Rowlandson/Luther Burbank Schools |
| Purpose: | Intercom |
| Funding Source: | Capital Stabilization |

## ARTICLE 2
**Finance Committee**
**Board of Selectmen**

To see if the Town will vote to transfer from Stabilization $291,856 (Two Hundred Ninety-One Thousand Eight Hundred Fifty Six Dollars), to pay the Minuteman Debt Payment or act in any manner relating thereto.

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

*[If any funding is to come from borrowing or transfer from Stabilization, a two-thirds majority vote will be required for passage.]*

## ARTICLE 3
**Finance Committee**
**Board of Selectmen**

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, 2018, or act in any manner relating thereto.

**The Budget for Fiscal Year 2019 will be available at Town Meeting**

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

*[If any funding is to come from borrowing or transfer from Stabilization, a two-thirds majority vote will be required for passage.]*

## ARTICLE 4
## Water Enterprise Fund
## Board of Public Works

To see if the Town will vote to appropriate $937,034 (Nine Hundred Thirty-Seven Thousand, Thirty-Four Dollars,) from the Water Enterprise Fund to finance the operation of the Water Department for the fiscal year beginning July 1, 2018 *(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.***

| | |
|---|---|
| **I. Water Enterprise Revenues** | |
| User Charges | $922,034 |
| Connection Fees | $15,000 |
| Water Enterprise Available Funds | 0 |
| Investment Income | 0 |
| **Total Revenues** | **$937,034** |
| **II. Costs Appropriated in the Enterprise Fund** | |
| Salaries and Wages | $268,956 |
| Expenses | $353,163 |
| Reserve Fund | $30,000 |
| Debt Principal | $122,418 |
| Debt Interest | $7,418 |
| **Indirect Costs to General Fund** | $155,079 |
| **Total Costs Appropriated in E. F.** | **$937,034** |

## ARTICLE 5
## Renewable Energy Enterprise Fund
## Board of Selectmen

To see if the Town will vote to appropriate $143,000 (One Hundred Forty-Three Thousand Dollars) from the Renewable Energy Enterprise Fund to finance the operation of the Landfill Solar Array for the fiscal year beginning July 1, 2018 *(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.***

| | |
|---|---|
| **I. Renewable Energy Enterprise Revenues** | |
| Sale of Solar Energy Certificates | $127,000 |
| Qualified Energy Bond Subsidy | $16,000 |
| **Total Revenues** | **$143,000** |
| **II. Costs Appropriated in the Enterprise Fund** | |
| Maintenance Expenses | $25,600 |
| Debt Principal and Interest | $117,400 |
| Capital | 0 |
| **Total Costs Appropriated in E. F.** | **$143,000** |

## ARTICLE 6
**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 FY2019 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 7
**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 $311,633 (Three Hundred Eleven Thousand, Six Hundred Thirty-Three 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 8
**Nashoba Regional School District**

To see if the Town will vote to establish a Stabilization Fund for the Nashoba Regional School District as a mechanism for funding future capital expenditures related to resurfacing the track and replacing the turf field at Nashoba Regional High School, in accordance with the provisions of Chapter 71, Section 16G1/2 of the General Laws or act otherwise in relation thereto.

## ARTICLE 9
**Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact special legislation substantially as follows, provided that the General Court may make clerical or editorial changes of form only to the bill, unless the Selectmen approve amendments to the bill before or after enactment by the General Court. The Selectmen hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

"An Act exempting the position of Police Chief in the Town of Lancaster from the provisions of the civil service law.

Section 1. Notwithstanding the provisions of any general or special law to the contrary, the positon of Police Chief in the Town of Lancaster shall be exempt from the provisions of Chapter 31 of the General Laws.

Section 2. The provisions of Section 1 shall not impair the civil service status of any incumbent holding the office of Police Chief in the Town of Lancaster on the effective date of this act.

Section 3. This act shall take effect upon its passage."

Or take any other action relative thereto.

## ARTICLE 10
## Board of Selectmen

To see if the Town of Lancaster will accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan developed by the Nashua River Wild and Scenic River Study Committee, together with its recommendation to seek Wild and Scenic River designation.

## ARTICLE 11
## Planning Board

To see if the Town will vote to amend Section 220-36.2 (Lighting) of the Lancaster Zoning Bylaw as follows:

- Section 220-36.2 (D) (3) – to add LED as a lamp type
- Section 220-36.2 (E) (4) – to change the color temperature range to a minimum of 2,000K to a maximum of 4,500K
- Section 220-36.2 (E) (5) – to remove the illumination ratio, as follows:

  Control of illumination levels. All parking areas and pedestrian facilities serving nonresidential uses and open to the general public shall be provided with illumination during all hours from dusk to dawn while those facilities are open to the general public. Such illumination shall provide not less than 0.2 average maintained horizontal footcandles~~, and an illumination ratio (brightest/darkest) of not more than 4:1~~. However, in performing site plan review under § 220-34, the Planning Board may approve alternative arrangements if it determines that, because of special circumstances or alternative provisions, the specified illumination is not necessary or appropriate for the protection of the public safety.

- Section 220-36.2 (H) (4) – to allow for relief to all aspects of the bylaw, as follows:

  Special permits. In accordance with § **220-35**, Subsection **C**, the Planning Board, acting as the special permit granting authority, may grant a special permit modifying the requirements of this section, provided it determines that such modification is consistent with the objectives set forth in § **220-36.2**, Subsection **A**.~~, in the following cases:~~
  ~~(1)~~
  ~~Where an applicant can demonstrate, by means of a history of vandalism or other objective means, that an extraordinary need for security exists;~~
  ~~(2)~~
  ~~Where an applicant can show that conditions hazardous to the public, such as steep embankments or stairs, may exist in traveled ways or areas;~~
  ~~(3)~~
  ~~Where a minor change is proposed to an existing, nonconforming lighting installation, such that it would be unreasonable to require replacement of the entire installation; and~~
  ~~(4)~~
  ~~Where it can be demonstrated that, for reasons of the geometry of the lot, building or structure, complete shielding of direct light is technically infeasible.~~

Or take any action relative thereto.

## ARTICLE 12
## Planning Board

To see if the Town will vote to amend Article 17 (Solar Energy Systems) of the Lancaster Zoning Bylaw as follows:

- Section 220-76 (E) (1) – to allow for reduced setback and buffer strip requirements, as follows (new language in **bold**):

  (E) Conditions. The Planning Board may impose any conditions upon site plan approval deemed necessary to achieve the purpose of this bylaw, such as, but not limited to, the following:
  (1) ~~Greater than~~ **Reduction or increase of** minimum setback requirements **and reduction of buffer strip requirements;**

- Section 220-76 (J), (K), (L), (M) – to allow for waivers of design standards and other requirements, by adding a new Section 220-76(N), as follows:

  (N) The Planning Board may, in conducting site plan review, waive one or more of the requirements of Sections (J), (K), (L), (M), above, in its sole discretion under appropriate circumstances.

Or take any action relative thereto.

## ARTICLE 13
## Planning Board

To see if the Town will vote to amend the Town's Zoning Bylaw to add a new Article XVIII, entitled "**MARIJUANA ESTABLISHMENTS**", a copy of which has been placed on file with the Town Clerk and is available for review in the office of Community Development and Planning, to regulate the placement and use of Marijuana Establishments, as that term is defined in G.L. c.94G, §1 and the regulations promulgated thereunder, with the exception of Marijuana Retailers, which shall be prohibited, and to amend the Table of Contents accordingly to add Article XVIII, and further to amend the Use Regulation Schedule, Section 220-8.4, to add subsections F and G to provide for the placement of Marijuana Establishments in existing zoning districts in the Town and the prohibition of Marijuana Retailers throughout the Town, as follows:

| **§ 220-8.4. PUBLIC, HEALTH, EDUCATIONAL AND INSTITUTIONAL USES.** | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Principal uses** | | | | | | | | |
| | | **Zoning Districts** | | | | | | **Notes** |
| **Item** | **Use** | **R** | **NB** | **LI** | **LI2** | **GI** | **EZ** | |
| F. | Marijuana Retailer | N | N | N | N | N | N | |
| G. | Marijuana Establishment (excluding Marijuana Retailers) | N | N | PB | PB | PB | PB | As regulated by Article XVIII of Ch. 220. |

Or take any action relative thereto

## ARTICLE 14
## Planning Board

To see if the Town will vote to amend the Town's General Bylaw by adding new Section 128 **MARIJUANA ESTABLISHMENTS**, that would provide as follows, and further to amend the Table of Contents to add 128, "Marijuana Establishments":

**Marijuana Establishments**

Consistent with G.L. c. 94G, §3 (a) (2), "Marijuana Retailers" as defined in G.L. c. 94G, §1, and the regulations promulgated thereunder, shall be prohibited within the Town of Lancaster.

Or take any action relative 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 Prescott Building, 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** 4/23/2018

***CONSTABLE'S CERTIFICATION***

***I hereby certify under the pains and penalties of perjury that I posted an attested a copy of this Warrant at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Prescott Building 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***

LYLE W. PIERCE

***Print***

***Date:*** 4-24-18

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

# TOWN MEETING
# LANCASTER MASSACHUSETTS

## Mary Rowlandson Elementary School

## May 7, 2018

### Abbreviated Notes

The Town Meeting was called to order at 7:00 p.m. by Moderator William E. O'Neil, Jr. A total of 153 registered voters and 11 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.

Moderator O'Neil then 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, and Members of the Finance Committee, David DiTullio, Michelle Vasquez, Emily Kerrigan, and Susan Thompson.

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

Janice Kerrigan
Robert W. Pelletier
Peter Farmer
Robert A. Moody, Jr.

Moderator O'Neil then recognized Chairman Stanley Starr, to present the "Citizens Awards" for the year. Mr. Starr noted that he felt that honoring those who serve the Town as volunteers was a wonderful tradition he hopes will continue well into the future.

Mr. Starr announced that Mr. Michael Sczerzen would be the first recipient of the award for the evening. Mr. Starr mentioned that Mr. Sczerzen had been volunteering as a Member of the Historical Commission since 1994. In 2014 was made Chairman, where he has served until 2017. Mr. Sczerzen assisted as the Historical Commission's Representative on the

Property Disposal Committee from 2002 to 2003. He has served as the Chairman of the Lancaster Historical Society for the past 25 years. His input was integral to the renovation of the Prescott Building. He currently serves as a Landscape Consultant, often at the Perkins School in Lancaster for the last 20 years. It was also revealed that Mr. Sczerzen had tended the garden of Julia Childs when she resided in Cambridge. Mr. Sczerzen spoke to the audience and said that since he had moved to Lancaster in 1987, his philosophy, paraphrasing JFK's inaugural speech, "Ask what you can do for Lancaster, and not what Lancaster can do for you".

Joe Mulé, Library Director, then introduced Ms. Emily J. Rose as the other recipient. Mr. Mule noted that Ms. Rose had moved to Lancaster with Larry Shoer in 1986 in order to raise their young family. While her children attended school, Ms. Rose became an active member of the Lancaster Parent Teacher Organization and chaperoned many trips, including one to Washington, D.C. She delivered her program "Science Through Experiments" to grades 4, 5, and 6 for many years, and trained a number of teachers, as well. For this, and other work, she and her partner received the Worcester Telegram and Gazette 1997 "Visions 2000 Enterprise of the Year Award". From 2003 to 2009 she was a member of the Nashoba Regional High School Friends of Drama and served as the Secretary, helped with makeup and publicity, and other duties. While doing these, she also managed to be a very active Library Trustee. Elected to the Board in 1990, she became Chair when the Library was renovated and expanded in 1999. As Chairperson, she worked closely with several Library organizations, Boards of Selectmen, and Finance Committees, advocating for the continued maintenance of the building, assuring the annual Library budget meets all the requirements set forth by the Massachusetts Board of Library Commissioners and developing citizen oriented policies which uphold the principals of equal access to information and the free exchange of ideas. Mr. Mule commended Ms. Rose as being his "right hand person" for everything that happens in the Library. He mentioned that she remains an optimist and is a good friend and neighbor. Ms. Rose spoke to the audience and expressed that there are many ways to contribute and that there are volunteers at the Library that were there when she first started – and they continue to volunteer to this day. She challenged everyone to "find a place, and pitch in".

Mr. Starr thanked the audience for being attentive and appreciative and then turned the floor back over to the Moderator.

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

Mr. O'Neil congratulated the winners and thanked them for their service.

**Article 1** – Mr. Sendrowski (Grasso seconded) moves to amend the Fiscal Year 2019 Capital Expenditures by eliminating c. Cemetery as printed in the warrant. (Two thirds vote required) **With few opposed motion to amend carries.** Mr. Sendrowski (Starr seconded) moves to approve the Fiscal Year 2019 Capital Expenditures as amended. (Two thirds vote required) **Amended motion carries unanimously.**

**Article 2** – Mr. Starr moves (Grass seconded) to transfer from Stabilization $291,856 for the purpose to pay the Minuteman Debt payment. (Two thirds vote required) **Motion carries unanimously.**

**Article 3** - Mr. Grasso moves (Sendrowski seconded) to approve $22,092,600 for the Fiscal Year 2019 Operating Budget as filed with the Town Clerk. (Two thirds vote required) **Motion carries unanimously.**

**Article 4** - Mr. Sendrowksi moves (Starr seconded) to approve the Fiscal Year 2019 Water Department budget as printed in the Warrant. (Majority vote required) **Motion carries unanimously.**

**Article 5** - Mr. Starr moves (Grasso seconded) to appropriate $143,000 from the Renewable Energy Enterprise Fund to finance the operation of the Landfill Solar Array for Fiscal Year 2019 as printed in the Warrant. (Majority vote required) **Motion carries unanimously**.

**Article 6** - Mr. Grasso moves (Sendrowski seconded) to request $20,000 from the Fiscal Year 2019 Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program. (Majority vote required) **Motion carries unanimously**.

**Article 7** - Mr. Sendrowksi moves (Starr seconded) to transfer $311,633 from the available funds for authorized road improvements and other projects provided for under Chapter 90 Local Transportation Aid. (Majority vote required) **Motion carries unanimously**.

**Article 8** - Mr. Starr moves (Grasso seconded) to establish a Stabilization Fund for the Nashoba Regional School District as printed in the Warrant. (Majority vote required) **With only4 or 5 opposed, Motion carries**.

**Article 9** - Mr. Grasso (Sendrowski seconded) moves authorize the Board of Selectmen to petition the General Court to enact special legislation as printed in the Warrant. (Majority vote required) A discussion regarding how this process works, how an assessment center is used, and how results are determined ensued. Chief Edwin Burgwinkel spoke to the Town Meeting members to clarify that accepting this motion would ensure that the Town would be able to choose a qualified candidate and not just candidates who passed the Civil Service Examination. Mr. Starr mentioned that out of 251 towns in the Commonwealth, 285 had already chosen to remove Civil Service as a requirement for police chiefs. **With only 12 opposed, Motion carries.**

**Article 10** - Mr. Sendrowski (Starr seconded) to accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan as printed in the Warrant. (Majority vote required). Mr. Flynn from the Wild and Scenic River Committee spoke to the article and stated that this was a regional article would allow Lancaster to join with eight other communities that border the Nashua river, along with Hollis and Brookline in New Hampshire. The designation would protect the rivers as part of the National Park Service Voluntary Wild and Scenic River Program at no cost to the Town. He noted that the Board of Selectmen, Conservation Commission and the Planning Board had reviewed and endorsed the stewardship plan. **Motion carries unanimously**.

**Article 11**- Mr. Starr (Grasso seconded) moves to amend the Lancaster Zoning Bylaw as printed in the Warrant. Mr. Lawler provided a formal written report from the Planning Board to serve as record at Town Meeting. (Two thirds vote required) Ms. Alexandra Turner questioned whether the new bylaw would interfere with the "dark sky" provision in the current bylaw. Jean Rich, Vice Chair of the Planning Board confirmed that the dark sky controls would not be taken out of the bylaw.

After considering an amendment to the article, she withdrew her request. With only one opposed, **Motion carries and declared 2/3 by Moderator.**

**Article 12** - Mr. Grasso (Sendrowski seconded) moves to amend the Lancaster Zoning Bylaw as printed in the Warrant. Mr. Lawler provided a formal written report from the Planning Board to serve as record at Town Meeting. (Two thirds vote required) Mr. Tom Christopher spoke as a member of the Planning Board to explain that the updated bylaw would address smaller solar installations, including residential. With only two opposed, **Motion carries and declared 2/3 by Moderator.**

**Article 13** - Mr. Sendrowski (Starr seconded) moves to amend the Lancaster Zoning Bylaw as printed in the Warrant. Mr. Lawler provided a formal written report from the Planning Board to serve as record at Town Meeting. (Two thirds vote required) Mr. Lawler noted the bylaw would ban retail establishments of marijuana but allow marijuana establishments, as noted in the bylaw. Mr. Lord asked for clarification on where the establishments would be allowed. It was stated that it would be allowed in all business districts except those that are neighborhood businesses. Anne Ogilvie asked for clarification on part 3A of the article handout regarding marijuana consumption. Russ Williston noted that this referred to medical marijuana establishments, and could not be prohibited on those sites. Ms. Ogilvie followed up by asking if any future establishments would have to go through the Planning Board for review. Mr. Williston stated that the State has set up guidelines and regulations regarding their appearance and the way they name their establishment. He also said that as the establishments had to apply for a special permit, the Planning Board had discretion over the application and decision. Dick Trussell questioned whether the article could be broken into two separate pieces. Mr. Lawler stated the Planning Board had decided not to put a ban on all marijuana establishments as they did not believe that would survive a legal challenge. Carolyn Stump asked if there could be a vote to extend the current moratorium. Mr. Pacheco stated that there was a limit to how long a moratorium could be enacted usually one year. Ms. Stump asked that this be checked with Counsel. Mr. Pacheco agreed to do so. While he was speaking with them, discussion continued. Mr. Starr noted that this was one way to bring revenue into the Town. Mr. Trussell moves (seconded from the floor) to amend the article to be voted by individual line (separating lines F and G). (Two thirds vote required) Before the count, Mr. Pacheco stated that he had spoken with Attorney Klein at Kopelman and Paige, and her question was whether the moratorium extension was a warrant article in itself the Town could vote on it. She cannot

speak to whether the Attorney General's Office would approve it as there is no case precedent to extend a moratorium. As the moratorium is not on the warrant, it was not currently an option. The Moderator then requested a vote on the amendment to the article. Mr. Williston stated that Town Counsel had already looked through the bylaw, and he was not sure how it would stand if the article were split in two, and is personally against it. **Motion to amend fails**. Original motion vote taken. Joan Richards questioned whether growers would be taxed at the agricultural rate. Mr. Pacheco stated that they would not qualify for a 61A exemption as they are not commercial farms. After initial count, the Moderator requested a teller count. With a vote of 102 YES, 26 NO, **original motion passes and declared 2/3 by Moderator.**

**Article 14** – Mr. Starr (Grasso seconded) moves to amend the Town of Lancaster's General Bylaw as printed in the Warrant. (Majority vote required). Mr. Lawler provided a formal written report from the Planning Board to serve as record at Town Meeting. With few opposed, **Motion carries**.

There being no further business, a motion and second to dissolve the Annual Town Meeting was received from the floor at **8:29 PM.**

*CERTIFIED MAY 15, 2018* | **TOWN OF LANCASTER** | *FINAL*

**ANNUAL TOWN ELECTION**

**MAY 14, 2018**

| VOTE COUNT | PRECINCT ONE | PRECINCT TWO | TOTAL | PERCENT |
|---|---|---|---|---|
| **8:00 AM** | 10 | 6 | 16 | 0.31% |
| **9:00 AM** | 22 | 13 | 35 | 0.68% |
| **10:00 AM** | 42 | 20 | 62 | 1.21% |
| **11:00 AM** | 68 | 48 | 116 | 2.26% |
| **12:00 PM** | 76 | 59 | 135 | 2.63% |
| **1:00 PM** | 88 | 70 | 158 | 3.08% |
| **2:00 PM** | 108 | 90 | 198 | 3.86% |
| **3:00 PM** | 122 | 94 | 216 | 4.21% |
| **4:00 PM** | 144 | 105 | 249 | 4.85% |
| **5:00 PM** | 161 | 121 | 282 | 5.49% |
| **6:00 PM** | 175 | 132 | 307 | 5.98% |
| **7:00 PM** | 197 | 155 | 352 | 6.85% |
| **8:00 PM** | 222 | 170 | 392 | 7.63% |
| MACHINE TOTAL - FINAL | **222** | **170** | **392** | |
| PROVISIONAL BALLOT | 0 | 0 | **0** | |
| HAND COUNT (OVERSEAS) | 0 | 0 | **0** | |
| TOTAL VOTED | 222 | 170 | **392** | |
| REGISTERED VOTERS | 2483 | 2653 | **5136** | |
| % VOTER PARTICIPATION | | | **7.63%** | |
| | | | | |
| ***SELECTMAN - 3 YR TERM*** | | | | |
| BLANK | 41 | 35 | 76 | |
| WALTER F. SENDROWSKI | 171 | 128 | 299 | |
| HENRY RICHTER | 1 | 0 | 1 | |
| BRETT COLLINS | 1 | 1 | 2 | |
| ALEXANDRA TURNER | 2 | 0 | 2 | |
| WIN CLARK | 1 | 0 | 1 | |
| JOHN ROPER | 1 | 1 | 2 | |
| JEAN SYRIA | 2 | 4 | 6 | |
| SHAWN WINSOR | 1 | 0 | 1 | |
| RAY JOHNSON | 1 | 0 | 1 | |
| DAVID MUNDING | 0 | 1 | 1 | |
| WRITE-INS | 0 | 0 | 0 | |
| ***TOTAL*** | **222** | **170** | **392** | |
| | | | | |
| ***BOARD OF PUBLIC WORKS - 3 YR TERM*** | | | | |
| BLANK | 11 | 14 | 25 | |
| JOHN J. KING, JR. | 108 | 84 | 192 | |
| SHAWN M. CORBETT | 102 | 72 | 174 | |
| RAYMOND JOHNSON | 1 | 0 | 1 | |
| WRITE-IN | 0 | 0 | 0 | |
| ***TOTAL*** | **222** | **170** | **392** | |
| | | | | |

**ANNUAL TOWN ELECTION**

**MAY 14, 2018**

| | | | | |
|---|---|---|---|---|
| ***BOARD OF PUBLIC WORKS - 1 YR TERM*** | | | | |
| BLANK | 12 | 11 | 23 | |
| RAYMOND B. JOHNSON | 118 | 54 | 172 | |
| COURTNEY C. MANNING | 92 | 104 | 196 | |
| JOHN RANIERI | 0 | 1 | 1 | |
| WRITE-IN | 0 | 0 | 0 | |
| ***TOTAL*** | **222** | **170** | **392** | |
| | | | | |
| ***BOARD OF HEALTH - 3 YR TERM*** | | | | |
| BLANK | 188 | 138 | 326 | |
| PAUL JOYCE | 1 | 0 | 1 | |
| ANN MAZZOLA | 1 | 0 | 1 | |
| WINONA WENDTH | 1 | 0 | 1 | |
| KATHRYN ENGELHARDT | 1 | 0 | 1 | |
| JOHN A. RANIERI | 9 | 17 | 26 | |
| KRISTEN PHILLIPS | 1 | 0 | 1 | |
| SUSAN SMILEY | 17 | 6 | 23 | |
| BRETT COLLINS | 1 | 0 | 1 | |
| ALEXANDRA TURNER | 1 | 0 | 1 | |
| PAULA CIOFFI | 1 | 0 | 1 | |
| BARTON FINCHLEY | 0 | 1 | 1 | |
| STEVE D'AMBROSIO | 0 | 1 | 1 | |
| DAVID DUNN | 0 | 1 | 1 | |
| BONITA KING | 0 | 1 | 1 | |
| DAVE DALCONZO | 0 | 1 | 1 | |
| ROBERT BAYLIS | 0 | 1 | 1 | |
| PETER CHRISTOPH | 0 | 1 | 1 | |
| DON MUNDING | 0 | 1 | 1 | |
| RICHARD BELANGER | 0 | 1 | 1 | |
| WRITE-IN | 0 | 0 | 0 | |
| ***TOTAL*** | **222** | **170** | **392** | |
| | | | | |
| ***FINANCE COMMITTEE - 2 FOR 3 YR TERM*** | | | | |
| BLANK | 126 | 87 | 213 | |
| JAMES E. JAY RILEY, JR. | 168 | 125 | 293 | |
| MICHELLE VASQUEZ | 145 | 124 | 269 | |
| DAVID HOLLINGSWORTH | 1 | 0 | 1 | |
| JOHN MCGARRITY | 1 | 0 | 1 | |
| JOHN RANIERI | 2 | 0 | 2 | |
| SUSAN SMILEY | 1 | 4 | 5 | |
| WRITE-IN | 0 | 0 | 0 | |
| ***TOTAL*** | **444** | **340** | **784** | |

| | | | | |
|---|---|---|---|---|
| ***PLANNING BOARD - 5 YEAR TERM*** | | | | |
| BLANK | 60 | 33 | 93 | |
| PHILIP F. LAWLER | 160 | 134 | 294 | |
| BRIAN LOCKE | 1 | 0 | 1 | |
| ALEXANDRA TURNER | 1 | 0 | 1 | |
| DAVID MUNDING | 0 | 1 | 1 | |
| DAVID KILBOURN | 0 | 2 | 2 | |
| WRITE-IN | 0 | 0 | 0 | |
| ***TOTAL*** | **222** | **170** | **392** | |
| | | | | |
| ***NASHOBA REGIONAL DISTRICT SCHOOL COMMITTEE - 3 YR TERM*** | | | | |
| BLANK | 50 | 46 | 96 | |
| KATHRYN J. CODIANNE | 169 | 121 | 290 | |
| JEAN SYRIA | 1 | 0 | 1 | |
| SUSAN SMILEY | 1 | 0 | 1 | |
| JOHN RANIERI | 1 | 0 | 1 | |
| DON MUNDING | 0 | 1 | 1 | |
| DENISE HURLEY | 0 | 1 | 1 | |
| ANN OGILVIE | 0 | 1 | 1 | |
| WRITE-IN | 0 | 0 | 0 | |
| ***TOTAL*** | **222** | **170** | **392** | |
| ***LIBRARY TRUSTEE - 2 FOR 3 YR TERM*** | | | | |
| BLANK | 81 | 56 | 137 | |
| JOHN C. SCHUMACHER-HARDY | 98 | 65 | 163 | |
| KATHRYN N. ENGELHARDT | 153 | 128 | 281 | |
| DAVID L. SPANAGEL | 112 | 91 | 203 | |
| WRITE-IN | 0 | 0 | 0 | |
| ***TOTAL*** | **444** | **340** | **784** | |

| VOTE COUNT | | PCT 1 | PCT 2 | TOTAL | % |
|---|---|---|---|---|---|
| MACHINE | 8:00 AM | 11 | 26 | 37 | 0.72% |
| | 9:00 AM | 34 | 56 | 90 | 1.74% |
| | 10:00 AM | 75 | 127 | 202 | 3.91% |
| | 11:00 AM | 145 | 178 | 323 | 6.25% |
| | 12:00 PM | 172 | 216 | 388 | 7.50% |
| | 1:00 PM | 198 | 260 | 458 | 8.86% |
| | 2:00 PM | 212 | 288 | 500 | 9.67% |
| | 3:00 PM | 246 | 329 | 575 | 11.12% |
| | 4:00 PM | 283 | 379 | 662 | 12.80% |
| | 5:00 PM | 356 | 440 | 796 | 15.40% |
| | 6:00 PM | 448 | 515 | 963 | 18.63% |
| | 7:00 PM | 535 | 563 | 1098 | 21.24% |
| | 8:00 PM | 565 | 607 | 1172 | 22.67% |
| MACHINE TOTAL - FINAL | | **565** | **607** | **1172** | |
| HAND COUNT | | 1 | 0 | 1 | |
| UOCAVA | | 3 | 1 | 4 | |
| PROVISIONAL VOTERS | | 0 | 0 | 0 | |
| **TOTAL VOTED** | | **568** | **608** | **1177** | **22.77%** |
| | | | | | |
| TOTAL # REGISTERED VOTERS | | 2503 | 2667 | **5170** | |
| Registered Democrat | | 420 | 507 | 927 | |
| Registered Republican | | 361 | 397 | 758 | |
| Registered Green-Rainbow | | 2 | 4 | 6 | |
| Registered Libertarian | | 11 | 8 | 19 | |
| Registered Unenrolled | | 1664 | 1711 | 3375 | |
| Other | | 45 | 40 | 85 | |
| | | | | | |
| **DEMOCRAT** | | | | | |
| ***SENATOR IN CONGRESS*** | | | | | |
| BLANKS | | 33 | 40 | 73 | |
| ELIZABETH A. WARREN | | 280 | 301 | 581 | |
| SCOTT BROWN | | 0 | 1 | 1 | |
| CLAIRE GRIFFITHS | | | 1 | 1 | |
| TOM ZOLLER | | | 1 | 1 | |
| TRACEY ATKINS | | | 1 | 1 | |
| GREG HILL | | | 1 | 1 | |
| LARRY BLANCHETTE | | 1 | | 1 | |
| JAMES MAZE | | 1 | | 1 | |
| JOSEPH LEMAY | | 1 | | 1 | |
| JAY NOTERMANN | | 1 | | 1 | |
| MIKE MCKAY | | 1 | | 1 | |
| JOHN MCCAIN | | 1 | | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |

| | | | | | |
|---|---|---|---|---|---|
| ***GOVERNOR*** | | | | | |
| BLANKS | | 68 | 83 | 151 | |
| JAY M. GONZALEZ | | 169 | 158 | 327 | |
| BOB MASSIE | | 75 | 97 | 172 | |
| CHARLIE BAKER | | 0 | 7 | 7 | |
| TIM MURRAY | | 1 | | 1 | |
| JAY NOTERMANN | | 1 | | 1 | |
| WILLIAM MCCARTHY | | 0 | 0 | 0 | |
| BAKER | | 5 | 1 | 6 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***LIEUTENANT GOVERNOR*** | | | | | |
| BLANKS | | 70 | 79 | 149 | |
| QUENTIN PALFREY | | 155 | 170 | 325 | |
| JIMMY TINGLE | | 91 | 96 | 187 | |
| KAREN POLITO | | 0 | 1 | 1 | |
| JOHN MCCAIN | | 1 | | 1 | |
| TIM MURRAY | | 1 | | 1 | |
| JAY NOTERMANN | | 1 | | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***ATTORNEY GENERAL*** | | | | | |
| BLANKS | | 26 | 28 | 54 | |
| MAURA HEALEY | | 290 | 316 | 606 | |
| GENE FEHER | | 0 | 1 | 1 | |
| BRAD LAVOI | | 0 | 1 | 1 | |
| MEGAN BATES | | 1 | | 1 | |
| JAY NOTERMANN | | 2 | | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***SECRETARY OF STATE*** | | | | | |
| BLANKS | | 15 | 11 | 26 | |
| WILLIAM FRANCIS GALVIN | | 227 | 248 | 475 | |
| JOSH ZAKIM | | 76 | 87 | 163 | |
| JAY NOTERMANN | | 1 | | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***TREASURER*** | | | | | |
| BLANKS | | 60 | 57 | 117 | |
| DEBORAH B. GOLDBERG | | 258 | 289 | 547 | |
| JAY NOTERMANN | | 1 | | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***AUDITOR*** | | | | | |
| BLANKS | | 66 | 70 | 136 | |
| SUZANNE M. BUMP | | 251 | 276 | 527 | |
| JAY NOTERMANN | | 1 | | 1 | |
| STUART HUGES | | 1 | | 1 | |

| | | | | | |
|---|---|---|---|---|---|
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***REPRESENTATIVE IN CONGRESS*** | | | | | |
| BLANKS | | 6 | 10 | 16 | |
| JEFFREY D. BALLINGER | | 4 | 6 | 10 | |
| ALEXANDRA E. CHANDLER | | 15 | 14 | 29 | |
| BEEJ DAS | | **3** | **6** | **9** | **100.00%** |
| RUFUS GIFFORD | | 47 | 50 | 97 | |
| LEONARD H. GOLDER | | 9 | 6 | 15 | |
| DANIEL ARRIGG KOH | | 84 | 94 | 178 | |
| BARBARA A. L'ITALIEN | | 79 | 78 | 157 | |
| BOPHA MALONE | | 1 | 2 | 3 | |
| JUANA B. MATIAS | | **26** | **16** | **42** | |
| LORI LOUREIRO TRAHAN | | 44 | 64 | 108 | |
| JAY NOTERMANN | | 1 | | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | 319 | 346 | 665 | **100.00%** |
| ***COUNCILLOR*** | | | | | |
| BLANKS | | 81 | 72 | 153 | |
| PAUL M. DEPALO | | 237 | 274 | 511 | |
| JAY NOTERMANN | | 1 | | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***SENATOR IN GENERAL COURT*** | | | | | |
| BLANKS | | 62 | 62 | 124 | |
| SUSAN A. CHALIFOUX-ZEPHIR | | 256 | 283 | 539 | |
| JAY NOTERMANN | | 1 | | 1 | |
| DEAN TRAN | | | 1 | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***REPRESENTATIVE IN GEN COURT*** | | | | | |
| BLANKS | | 46 | 46 | 92 | |
| HAROLD P. NAUGHTON, JR. | | 270 | 300 | 570 | |
| STEVE KERRIGAN | | 1 | | 1 | |
| JAY NOTERMANN | | 1 | | 1 | |
| ANGELA SIMMONS | | 1 | | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***DISTRICT ATTORNEY*** | | | | | |
| BLANKS | | 50 | 50 | 100 | |
| JOSEPH D. EARLY, JR. | | 268 | 296 | 564 | |
| JAY NOTERMANN | | 1 | | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***CLERK OF COURTS*** | | | | | |
| BLANKS | | 63 | 62 | 125 | |
| DENNIS P. MCMANUS | | 255 | 284 | 539 | |
| JAY NOTERMANN | | 1 | | 1 | |

| | | | | | |
|---|---|---|---|---|---|
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| ***REGISTER OF DEEDS*** | | | | | |
| BLANKS | | 64 | 66 | 130 | |
| KATHRYN A. TOOMEY | | 254 | 280 | 534 | |
| JAY NOTERMANN | | 1 | | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **319** | **346** | **665** | **100.00%** |
| **REPUBLICAN** | | | | | |
| ***SENATOR IN CONGRESS*** | | | | | |
| BLANKS | | 14 | 15 | 29 | |
| GEOFF DIEHL | | 115 | 127 | 242 | |
| JOHN KINGSTON | | 67 | 68 | 135 | |
| BETH JOYCE LINDSTROM | | 53 | 51 | 104 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***GOVERNOR*** | | | | | |
| BLANKS | | 2 | 1 | 3 | |
| CHARLES D. BAKER | | 162 | 167 | 329 | |
| SCOTT D. LIVELY | | 85 | 93 | 178 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***LIEUTENANT GOVERNOR*** | | | | | |
| BLANKS | | 50 | 58 | 108 | |
| KARYN E. POLITO | | 199 | 199 | 398 | |
| DONALD TRUMP | | 0 | 1 | 1 | |
| BOB CONNOR | | 0 | 2 | 2 | |
| WHITEY BULGER | | 0 | 1 | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***ATTORNEY GENERAL*** | | | | | |
| BLANKS | | 58 | 48 | 106 | |
| JAMES R. MCMAHON, III | | 120 | 142 | 262 | |
| DANIEL L. SHORES | | 70 | 70 | 140 | |
| DWIGHT DUNCAN | | 1 | | 1 | |
| MARTY WALSH | | 0 | 1 | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***SECRETARY OF STATE*** | | | | | |
| BLANKS | | 80 | 71 | 151 | |
| ANTHONY M. AMORE | | 169 | 190 | 359 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***TREASURER*** | | | | | |
| BLANKS | | 84 | 77 | 161 | |
| KEIKO M. ORRALL | | 165 | 183 | 348 | |
| STAN STARR | | 0 | 1 | 1 | |
| SCATTERED | | 0 | 0 | 0 | |

| | | | | | |
|---|---|---|---|---|---|
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***AUDITOR*** | | | | | |
| BLANKS | | 82 | 83 | 165 | |
| HELEN BRADY | | 167 | 178 | 345 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***REPRESENTATIVE IN CONGRESS*** | | | | | |
| BLANKS | | 81 | 68 | 149 | |
| RICK GREEN | | 168 | 193 | 361 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***COUNCILLOR*** | | | | | |
| BLANKS | | 83 | 81 | 164 | |
| JENNIE L. CAISSIE | | 166 | 180 | 346 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***SENATOR IN GENERAL COURT*** | | | | | |
| BLANKS | | 45 | 41 | 86 | |
| DEAN A. TRAN | | 204 | 219 | 423 | |
| HAROLD NAUGHTON | | 0 | 1 | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***REPRESENTATIVE IN GEN COURT*** | | | | | |
| BLANKS | | 242 | 250 | 492 | |
| STANLEY MARCINCZYK | | 5 | 3 | 8 | |
| JOE POLANSKY | | 0 | 1 | 1 | |
| COBRA COMMANDER | | 0 | 1 | 1 | |
| BILL GOBDAR | | 0 | 1 | 1 | |
| FEDNOLD MEUNIER | | 0 | 1 | 1 | |
| ORLANDO PACHECO | | 0 | 1 | 1 | |
| BO DOMBROSKI | | 1 | 0 | 1 | |
| ED SANDERS | | 1 | 0 | 1 | |
| DAVID BAIRD | | 0 | 1 | 1 | |
| KEN STENTON | | 0 | 1 | 1 | |
| HAL NAUGHTON | | 0 | 1 | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***DISTRICT ATTORNEY*** | | | | | |
| BLANKS | | 248 | 257 | 505 | |
| HOLLY HINES | | 1 | | 1 | |
| BILL GODBAR | | 0 | 1 | 1 | |
| TOM MURPHY | | 0 | 1 | 1 | |
| FEDNOLD NEUMIER | | 0 | 1 | 1 | |
| BRETT KOVANAUGH | | 0 | 1 | 1 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***CLERK OF COURTS*** | | | | | |
| BLANKS | | 84 | 90 | 174 | |

| | | | | | |
|---|---|---|---|---|---|
| JOANNE E. POWELL | | 165 | 171 | 336 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| ***REGISTER OF DEEDS*** | | | | | |
| BLANKS | | 53 | 46 | 99 | |
| KATE D. CAMPANALE | | 135 | 148 | 283 | |
| KEVIN J. KUROS | | 61 | 67 | 128 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **249** | **261** | **510** | **100.00%** |
| **LIBERTARIAN** | | | | | |
| ***SENATOR IN CONGRESS*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***GOVERNOR*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***LIEUTENANT GOVERNOR*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***ATTORNEY GENERAL*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***SECRETARY OF STATE*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***TREASURER*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***AUDITOR*** | | | | | |
| BLANKS | | 0 | 0 | 0 | |
| DANIEL FISHMAN | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***REPRESENTATIVE IN CONGRESS*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***COUNCILLOR*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***SENATOR IN GENERAL COURT*** | | | | | |

| | | | | | |
|---|---|---|---|---|---|
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***REPRESENTATIVE IN GEN COURT*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***DISTRICT ATTORNEY*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***CLERK OF COURTS*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |
| ***REGISTER OF DEEDS*** | | | | | |
| BLANKS | | 1 | 1 | 2 | |
| SCATTERED | | 0 | 0 | 0 | |
| **TOTAL** | | **1** | **1** | **2** | **100.00%** |

| VOTE COUNT | | PCT 1 | PCT 2 | TOTAL | % |
|---|---|---|---|---|---|
| MACHINE | 8:00 AM | 135 | 124 | 259 | 4.96% |
| | 9:00 AM | 195 | 211 | 406 | 7.78% |
| | 10:00 AM | 294 | 311 | 605 | 11.59% |
| EV ballots processed Pct 2 | 11:00 AM | 407 | 519 | 926 | 17.75% |
| EV ballots processed Pct 2 | 12:00 PM | 497 | 707 | 1204 | 23.07% |
| EV ballots processed Pct 2 | 1:00 PM | 566 | 901 | 1467 | 28.11% |
| EV ballots processed Pct 1/Pct 2 | 2:00 PM | 626 | 1062 | 1688 | 32.35% |
| EV ballots processed Pct 1/Pct 2 | 3:00 PM | 780 | 1167 | 1947 | 37.31% |
| EV ballots processed Pct 1 | 4:00 PM | 1045 | 1281 | 2326 | 44.58% |
| AV ballots processed Pct 1 | 5:00 PM | 1220 | 1382 | 2602 | 49.87% |
| AV ballots processed Pct 1/Pct2 | 6:00 PM | 1411 | 1527 | 2938 | 56.31% |
| AV ballots processed Pct 1/Pct2 | 7:00 PM | 1549 | 1717 | 3266 | 62.59% |
| | 8:00 PM | 1597 | 1770 | 3367 | 64.53% |
| MACHINE TOTAL - FINAL | | **1597** | **1770** | **3367** | |
| HAND COUNT | | 4 | 4 | 8 | |
| UOCAVA | | 7 | 2 | 9 | |
| PROVISIONAL VOTERS | | 0 | 0 | 0 | |
| **TOTAL VOTED** | | **1608** | **1776** | **3384** | **64.85%** |
| | | | | | |
| TOTAL # REGISTERED VOTERS | | 2525 | 2693 | **5218** | |
| | | | | | |
| **OFFICIAL BALLOT** | | | | | |
| ***SENATOR IN CONGRESS*** | | | | | |
| BLANKS | | 22 | 34 | 56 | |
| ELIZABETH A. WARREN | | 750 | 831 | 1581 | |
| GEOFF DIEHL | | 753 | 853 | 1606 | |
| SHIVA AYYADURAI | | 81 | 58 | 139 | |
| BETH THORNTON | | 1 | 0 | 1 | |
| JAMES NAZE | | 1 | 0 | 1 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***GOVERNOR/LIEUTENANT GOV*** | | | | | |
| BLANKS | | 44 | 53 | 97 | |
| BAKER AND POLITO | | 1196 | 1343 | 2539 | |
| GONZALEZ AND PALFREY | | 353 | 365 | 718 | |
| SCOTT LIVELY | | 11 | 11 | 22 | |
| PATRICK RANDALL | | 2 | 0 | 2 | |
| BOB CONNOR | | 1 | 0 | 1 | |
| ROYCE MELBOURN | | 1 | 0 | 1 | |
| PHIL LAWLER | | 0 | 1 | 1 | |
| JOHNNY SIAS | | 0 | 2 | 2 | |
| BRUCE LOANLA | | 0 | 1 | 1 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***ATTORNEY GENERAL*** | | | | | |
| BLANKS | | 33 | 40 | 73 | |

| | | | | | |
|---|---|---|---|---|---|
| MAURA HEALEY | | 904 | 1029 | 1933 | |
| JAMES R. MCMAHON, III | | 671 | 707 | 1378 | |
| WRITE INS | | 0 | 0 | 0 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***SECRETARY OF STATE*** | | | | | |
| BLANKS | | 56 | 60 | 116 | |
| WILLIAM FRANCIS GALVIN | | 919 | 1074 | 1993 | |
| ANTHONY M. AMORE | | 578 | 598 | 1176 | |
| JUAN G. SANCHEZ, JR. | | 55 | 44 | 99 | |
| WRITE INS | | 0 | 0 | 0 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***TREASURER*** | | | | | |
| BLANKS | | 87 | 99 | 186 | |
| DEBORAH B. GOLDBERG | | 847 | 950 | 1797 | |
| KEIKO M. ORRALL | | 615 | 666 | 1281 | |
| JAMIE M. GUERIN | | 59 | 61 | 120 | |
| WRITE INS | | 0 | 0 | 0 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***AUDITOR*** | | | | | |
| BLANKS | | 96 | 107 | 203 | |
| SUZANNE M. BUMP | | 734 | 835 | 1569 | |
| HELEN BRADY | | 666 | 711 | 1377 | |
| DANIEL FISHMAN | | 75 | 79 | 154 | |
| EDWARD J. STAMAS | | **37** | **44** | **81** | |
| WRITE INS | | **0** | **0** | **0** | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***REPRESENTATIVE IN CONGRESS*** | | | | | |
| BLANKS | | 42 | 59 | 101 | |
| RICK GREEN | | 664 | 732 | 1396 | |
| LORI LOUREIRO TRAHAN | | 815 | 900 | 1715 | |
| MICHAEL P. MULLEN | | 86 | 85 | 171 | |
| SCOTT LIVELY | | 1 | 0 | 1 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***COUNCILLOR*** | | | | | |
| BLANKS | | 83 | 118 | 201 | |
| JENNIE L. CAISSIE | | 845 | 923 | 1768 | |
| PAUL M. DEPALO | | 680 | 735 | 1415 | |
| WRITE INS | | **0** | **0** | **0** | |
| **TOTAL** | | 1608 | 1776 | 3384 | **100.00%** |
| ***SENATOR IN GENERAL COURT*** | | | | | |
| BLANKS | | 55 | 74 | 129 | |
| DEAN A. TRAN | | 876 | 923 | 1799 | |
| SUSAN A. CHALIFOUX-ZEPHIR | | 676 | 777 | 1453 | |
| SCOTT LIVELY | | 1 | 0 | 1 | |
| MARTY WALSH | | 0 | 2 | 2 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***REPRESENTATIVE IN GEN COURT*** | | | | | |
| BLANKS | | 120 | 131 | 251 | |

| | | | | | |
|---|---|---|---|---|---|
| HAROLD P. NAUGHTON, JR. | | 1041 | 1148 | 2189 | |
| STANLEY P. MARCINCZYK, JR. | | 447 | 494 | 941 | |
| CHARLENE DICALOGERO | | 0 | 1 | 1 | |
| MARTY WALSH | | 0 | 1 | 1 | |
| J KUNNER | | 0 | 1 | 1 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***DISTRICT ATTORNEY*** | | | | | |
| BLANKS | | 121 | 145 | 266 | |
| JOSEPH D. EARLY, JR. | | 988 | 1100 | 2088 | |
| BLAKE J. RUBIN | | 498 | 530 | 1028 | |
| BOB CONNOR | | 1 | 0 | 1 | |
| J KUNNER | | 0 | 1 | 1 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***CLERK OF COURTS*** | | | | | |
| BLANKS | | 97 | 120 | 217 | |
| DENNIS P. MCMANUS | | 847 | 956 | 1803 | |
| JOANNE E. POWELL | | 664 | 700 | 1364 | |
| WRITE INS | | 0 | 0 | 0 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***REGISTER OF DEEDS*** | | | | | |
| BLANKS | | 106 | 127 | 233 | |
| KATE D. CAMPANALE | | 767 | 842 | 1609 | |
| KATHRYN A. TOOMEY | | 733 | 805 | 1538 | |
| PATTY MALCOMSON BUCKLEY | | 1 | 1 | 2 | |
| KATHY HUGHES | | 1 | 0 | 1 | |
| JOHN MCGRAW | | 0 | 1 | 1 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| **QUESTIONS** | | | | | |
| ***QUESTION 1 - PATIENT LIMIT*** | | | | | |
| BLANKS | | 26 | 47 | 73 | |
| YES | | 476 | 459 | 935 | |
| NO | | 1106 | 1270 | 2376 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***QUESTION 2 - CAMPAIGN FIN*** | | | | | |
| BLANKS | | 55 | 58 | 113 | |
| YES | | 1078 | 1189 | 2267 | |
| NO | | 475 | 529 | 1004 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |
| ***QUESTION 3 - GENDER IDENTITY*** | | | | | |
| BLANKS | | 37 | 38 | 75 | |
| YES | | 973 | 1057 | 2030 | |
| NO | | 598 | 681 | 1279 | |
| **TOTAL** | | **1608** | **1776** | **3384** | **100.00%** |

# FINANCIAL REPORTS

`

TOWN OF LANCASTER

BOARD OF ASSESSORS

| YEAR | VALUATION | TO BE RAISED | TAX RATE |
|---|---|---|---|
| 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 |
| 2019 | 949,494,276.00 | 18,752,511.95 | 19.75 |

| | |
|---|---|
| MONEY APPROPRIATED AT TOWN MEETING | $23,541,634.00 |
| TAX TITLE | 20,000.00 |
| DEBT & INTEREST CHARGES | -0- |
| CHERRY SHEET OFFSET | 14,602.00 |
| OVERLAY DEFICITS | -0- |
| SNOW & ICE DEFICIT | -0- |
| STATE & COUNTY ASSESSMENT | 134,347.00 |
| CURRENT OVERLAY | 198,997.95 |
| GROSS AMOUNT TO BE RAISED | $23,909,580.95 |

| | |
|---|---|
| MONEY RECEIVED FROM THE STATE/FEDERAL SOURCES | $ 1,191,119.00 |
| LOCAL ESTIMATED RECEIPTS | $1,815,025.00 |
| ENTERPRISE FUND | $1,260,034.00 |
| FREE CASH | $ -0- |
| OTHER SOURCE | $ 890,891.00 |
| REVENUE FROM OTHER SOURCES | $ -0- |
| TOTAL REDUCTIONS | $5,157,069.00 |

| | VALUE | TAX |
|---|---|---|
| ASSESSED VALUATION (REAL ESTATE) | 922,285,176 | $18,215,132.22 |

| | | |
|---|---|---|
| ASSESSED VALUATION (PERSONAL PROPERTY | 27,209,100 | $ 537,373.00 |

| | |
|---|---|
| SUPPLEMENTAL TAX COMMITTED FISCAL YEAR 2018 | $ 24,757.00 |

AMOUNT COMMITTED TO TAX COLLECTOR

| | |
|---|---|
| REAL PROPERTY | $18,215,205.22 |
| PERSONAL PROPERTY | $ 537,379.84 |
| SEWER BETTERMENT LIEN | $ 173,782.37 |
| SEWER BETTERMENT INTEREST | $ 70,791.15 |
| SEWER USAGE LIENS | $ 0 |
| TOTAL SEWER | $ 244,573.52 |
| WATER LIENS | $ 53,636.28 |

SEPTIC LOAN PROGRAM

| | |
|---|---|
| PRICIPAL | 1,623.88 |
| INTEREST | 458.47 |
| TOTAL SEPTIC LOAN PRGRAM | 1,782.35 |

EXEMPTION GRANTED UNDER CHAPTER 59, SECTION 5, CLAUSE 22,22A,22B,22D,22E, VETERANS CLAUSE 37, CLAUSE 17D, SURVIVING SPOUSE.

TOTAL AMOUNT FOR FISCAL 2019 $45,883.61

ELDERLY PERSONS OVER 65 YEARS QUALIFIED UNDER CHAPTER 59, SECTION 5, CLAUSE 41C.

TOTAL AMOUNT FOR FISCAL 2019 $17,000.00

ELDERLY WORK PROGRAM FISCAL 2019 $15,782.50

EXCISE TAX COMMITMENT MADE IN 2018 TO THE TAX COLLECTOR

2016……..$ 16.25

2017……..$ 6,708.22

2018……..$1,226,683.39

EXCISE TAX ABEMENT MADE IN 2019

2015……$ 75.94

2016……$ 530.63

2017……$ 1,673.73

Senior Tax Abatement Program- ( Elder Volunteer Property Tax Work-Off) administered by the Assessors office. For anyone not formiliar with this program, at a town meeting Lancaster accepted the state statue 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.

## FINANCE DIRECTOR

The Financial Statements for the Fiscal Year ended June 30, 2018 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 FY18 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

CITY/TOWN OF___LANCASTER_____, MASSACHUSETTS
Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2018
(Unaudited)

| | Governmental Fund Types | | | Proprietary Fund Types | | Fiduciary Fund Types | Account Groups | Totals (Memorandum Only) |
|---|---|---|---|---|---|---|---|---|
| | General | Special Revenue | Capital Projects | Water Enterprise | Solar Enterprise | Trust and Agency | Long-term Debt | |
| **ASSETS** | | | | | | | | |
| Cash and cash equivalents | 3,084,238.95 | 531,702.56 | 4,356,559.75 | 2,466,975.58 | 364,245.91 | 4,990,476.42 | | 15,794,199.17 |
| Investments | | | | | | | | - |
| Receivables: | | | | | | | | - |
| Personal property taxes | 5,133.47 | | | | | | | 5,133.47 |
| Real estate taxes | 221,671.36 | | | | | | | 221,671.36 |
| Deferred taxes | | | | | | | | - |
| Allowance for abatements and exemptions | (436,482.51) | | | | | | | (436,482.51) |
| Special assessments | - | | | | | | | - |
| Tax liens | 292,884.43 | 41,079.15 | | 15,981.06 | | | | 349,944.64 |
| Tax foreclosures | 467,899.14 | | | | | | | 467,899.14 |
| Motor vehicle excise | 170,249.10 | | | | | | | 170,249.10 |
| Other excises | | | | | | | | - |
| Utility Charges | | | | 119,308.76 | | | | 119,308.76 |
| Departmental | 128,597.82 | | | | | | | 128,597.82 |
| Septic Loan Program Betterment | | 2,488.32 | | | | | | 2,488.32 |
| Septic Loan Program Interest | | 1,417.50 | | | | | | 1,417.50 |
| Apportioned Sewer Betterment | | 3,602.01 | | | | | | 3,602.01 |
| Apportioned Sewer Interest | | 3,122.53 | | | | | | 3,122.53 |
| Other receivables | | | | | | | | - |
| Due to/from other funds | | | | | | | | - |
| Due from other governments | | | | | | | | - |
| Prepaids | | | | | | | | - |
| Inventory | | | | | | | | - |
| Fixed assets, net of accumulated depreciation | | | | 2,814,709.00 | | | | 2,814,709.00 |
| Amounts to be provided - payment of bonds | | | | | | | 11,691,204.00 | 11,691,204.00 |
| Amounts to be provided - vacation and sick leave | | | | | | | | - |
| Total Assets | 3,934,191.76 | 583,412.07 | 4,356,559.75 | 5,416,974.40 | 364,245.91 | 4,990,476.42 | 11,691,204.00 | 31,337,064.31 |
| **LIABILITIES AND FUND EQUITY** | | | | | | | | |
| Liabilities: | | | | | | | | |
| Deferred revenue | | | | | | | | - |
| Real and personal property taxes | (209,677.61) | | | | | | | (209,677.61) |
| Deferred taxes | | | | | | | | - |
| Prepaid taxes/fees | | | | | | | | - |
| Special assessments | | | | | | | | - |
| Tax liens | 292,884.43 | 41,079.15 | | 15,981.06 | | | | 349,944.64 |
| Tax foreclosures | 467,899.14 | | | | | | | 467,899.14 |
| Motor vehicle excise | 170,249.10 | | | | | | | 170,249.10 |
| Other excises | | | | 119,308.76 | | | | 119,308.76 |
| Septic Loan | | 3,905.82 | | | | | | 3,905.82 |
| Departmental | 128,597.82 | | | | | | | 128,597.82 |
| Deposits receivable | | | | | | | | - |
| Other receivables - sewer | | 6,724.54 | | | | | | 6,724.54 |
| Due from other governments | | | | | | | | - |
| Due to other governments | | | | | | | | - |
| Accounts payable | (10,893.00) | | | | | | | (10,893.00) |

| | Governmental Fund Types | | | Proprietary Fund Types | | Fiduciary Fund Types | Account Groups | Totals |
|---|---|---|---|---|---|---|---|---|
| | General | Special Revenue | Capital Projects | Water Enterprise | Solar Enterprise | Trust and Agency | Long-term Debt | (Memorandum Only) |
| Warrants payable | | | | | | | | - |
| Accrued payroll and withholdings | | | | | | | | - |
| Other liabilities | 742.85 | | | 2,814,709.00 | | | | 2,815,451.85 |
| IBNR | | | | | | | | - |
| Bonds payable | | | | | | | 11,691,204.00 | 11,691,204.00 |
| Notes payable | | | | | | | | - |
| Vacation and sick leave liability | | | | | | | | - |
| Total Liabilities | 839,802.73 | 51,709.51 | - | 2,949,998.82 | - | - | 11,691,204.00 | 15,532,715.06 |
| Fund Equity: | | | | | | | | |
| Reserved for encumbrances | 7,185.72 | | | | | | | 7,185.72 |
| Reserved for expenditures | | 531,702.56 | 4,356,559.75 | 180,000.00 | | 4,990,476.42 | | 10,058,738.73 |
| Reserved for continuing appropriations | | | | | | | | - |
| Reserved for petty cash | | | | | | | | - |
| Reserved for appropriation deficit | | | | | | | | - |
| Reserved for snow and ice deficit | | | | | | | | - |
| Reserved for debt Service | | | | | | | | - |
| Reserved for premiums | | | | | | | | - |
| Reserved fund balance | 295,083.00 | | | | | | | 295,083.00 |
| Undesignated fund balance | 2,792,120.31 | | | 2,286,975.58 | 364,245.91 | | | 5,443,341.80 |
| Unreserved retained earnings | | | | | | | | - |
| Investment in capital assets | | | | | | | | - |
| Total Fund Equity | 3,094,389.03 | 531,702.56 | 4,356,559.75 | 2,466,975.58 | 364,245.91 | 4,990,476.42 | - | 15,804,349.25 |
| Total Liabilities and Fund Equity | 3,934,191.76 | 583,412.07 | 4,356,559.75 | 5,416,974.40 | 364,245.91 | 4,990,476.42 | 11,691,204.00 | 31,337,064.31 |
| PROOF | - | - | - | - | - | - | - | - |

1,982,734.00
209,850.00

## FY18 BUDGET TO ACTUAL TOWN OF LANCASTER

OPERATING BUDGET

| DEPARTMENT | COMP/FINANCE RESERVE | ATM/STM 5/2/17 | EXPENDED | CLOSED TO FUND BALANCE | ENCUMBER |
|---|---|---|---|---|---|
| **113 TOWN MEETING** | | | | | |
| Expenses | 0.00 | 3,300.00 | 2,708.03 | 591.97 | |
| **122 SELECTMEN** | | | | | |
| Personal Srvc | 8,392.00 **COLA** | 178,174.00 | 178,276.41 | -102.81 | |
| Expenses | 0.00 | 9,650.00 | 14,852.06 | -5,202.06 | |
| Norfold Agri | 0.00 | 35,000.00 | 32,928.00 | 2,072.00 | |
| **131 FINANCE COMM** | | | | | |
| Expenses | 0.00 | 276.00 | 236.86 | 39.14 | |
| Comp Rsrv | (65,786.28) COLA | 28,214.00 | 15,716.22 | 12,497.78 | |
| Reserve Fund | | 145,000.00 | 55,652.00 | 89,348.00 | |
| **135 ACCOUNTANT** | | | | | |
| Personal Srvc | 0.00 | 144,260.00 | 141,302.02 | 2,957.98 | |
| Expenses | 0.00 | 4,745.00 | 5,954.33 | (1,209.33) | |
| Audit | 0.00 | 35,000.00 | 27,150.00 | 7,850.00 | |
| **141 ASSESSORS** | | | | | |
| Personal Srvc | 5,277.00 **COLA** | 105,793.00 | 105,792.58 | -0.01 | |
| Expenses | 0.00 | 39,700.00 | 39,610.05 | 89.95 | |
| **147 TREAS/COLLECTOR** | | | | | |
| Personal Srvc | 6,934.00 **COLA** | 145,547.00 | 145,547.42 | 0.00 | |
| Expenses | 20,000.00 RECAP | 45,182.00 | 27,395.45 | 17,786.55 | |
| **151 TOWN COUNSEL** | | | | | |
| Expenses | 0.00 | 65,000.00 | 36,361.62 | 26,786.36 | (1,852.02) |

## FY18 BUDGET TO ACTUAL

OPERATING BUDGET

| DEPARTMENT | COMP/FINANCE RESERVE | | ATM/STM 5/2/17 | EXPENDED | CLOSED TO FUND BALANCE | ENCUMBER |
|---|---|---|---|---|---|---|
| **155 TECHNOLOGY** | | | | | | |
| Personal Srvc | 1,232.40 | **COLA** | 75,398.00 | 75,398.40 | 0.00 | |
| Expenses | 0.00 | | 130,196.00 | 129,774.33 | 421.67 | |
| **161 TOWN CLERK** | | | | | | |
| Personal Srvc | 2,454.00 | **COLA** | 97,674.00 | 95,661.00 | 2,013.00 | |
| Expenses | 0.00 | | 12,550.00 | 7,246.79 | 5,303.21 | |
| **164 ELECTIONS** | | | | | | |
| Personal Srvc | 766.20 | **COLA** | 3,766.00 | 3,766.20 | 0.00 | |
| Expenses | 0.00 | | 13,475.00 | 9,128.13 | 4,346.87 | |
| **179 COMM DEV PLANNING** | | | | | | |
| Personal Srvc | 1,731.88 | COLA | 114,100.00 | 112,297.21 | 1,802.79 | |
| Expenses | 0.00 | | 6,430.00 | 5,049.11 | 1,380.89 | |
| **192 BUILDING ENERGY** | | | | | | |
| Expenses | 0.00 | | 234,717.00 | 176,195.49 | 55,142.51 | (3,379.00) |
| **199 BUILDING MAINTENANCE** | | | | | | |
| Personal Srvc | 4,006.00 | **COLA** | 73,889.00 | 73,399.55 | 489.45 | |
| Expenses | | STM | 80,340.00 | 135,934.19 | -55,594.19 | |
| **GENERAL GOVERNMENT** | | | | | | |
| **Personal Srvc** | **(34,992.80)** | | **966,815.00** | **947,157.01** | **19,658.18** | |
| **Expenses** | **20,000.00** | | **860,561.00** | **706,176.44** | **149,153.54** | (5,231.02) |
| **210 POLICE** | | | | | | |
| Personal Srvc | 0.00 | | 989,360.00 | 973,126.68 | 16,233.32 | |
| Expenses | 0.00 | | 96,582.00 | 89,347.66 | 7,234.34 | |

## FY18 BUDGET TO ACTUAL

OPERATING BUDGET

| DEPARTMENT | COMP/FINANCE RESERVE | | ATM/STM 5/2/17 | EXPENDED | CLOSED TO FUND BALANCE | ENCUMBER |
|---|---|---|---|---|---|---|
| **220 FIRE** | | | | | | |
| Personal Srvc | 20,156.00 | **COLA** | 412,185.00 | 412,273.35 | -88.35 | |
| Expenses | | STM | 206,260.00 | 186,625.92 | 19,634.08 | |
| **240 INSPECTIONAL SRVCS** | | | | | | |
| Personal Srvc | 0.00 | | 94,669.00 | 86,569.45 | 8,099.55 | |
| Expenses | 0.00 | | 5,625.00 | 2,944.15 | 2,680.85 | |
| **290 ANIMAL CONTROL** | | | | | | |
| Personal Srvc | 0.00 | | 10,721.00 | 10,359.60 | 361.40 | |
| Expenses | 0.00 | | 7,550.00 | 6,125.67 | 0.00 | (1,424.33) |
| **296 COMMUNICATIONS** | | | | | | |
| Expenses | 0.00 | | 170,754.00 | 155,265.00 | 15,489.00 | |
| **PUBLIC SAFETY** | | | | | | |
| **Personal Srvc** | **20,156.00** | | **1,506,935.00** | **1,482,329.08** | **24,605.92** | |
| **Expenses** | **0.00** | | **486,771.00** | **440,308.40** | **45,038.27** | (1,424.33) |
| **340 EDUCATION** | | | | | | |
| **MINUTEMAN** | **0.00** | | **1,274,369.00** | **1,274,369.00** | **0.00** | |
| **NASHOBA REGIONAL** | **0.00** | | **11,926,668.00** | **11,925,948.00** | **720.00** | |
| **422 DPW - HIGHWAY** | | | | | | |
| Personal Srvc | 0.00 | | 249,845.00 | 242,058.68 | 7,786.32 | |
| Expenses | 0.00 | | 84,050.00 | 84,045.18 | 4.82 | |
| **423 DPW - SNOW & ICE** | | | | | | |
| Personal Srvc | 0.00 | | 52,500.00 | 52,500.00 | 0.00 | |
| Expenses | 0.00 | | 66,200.00 | 66,199.89 | 0.11 | |

## FY18 BUDGET TO ACTUAL

OPERATING BUDGET

| DEPARTMENT | COMP/FINANCE RESERVE | | ATM/STM 5/2/17 | EXPENDED | CLOSED TO FUND BALANCE | ENCUMBER |
|---|---|---|---|---|---|---|
| **424 DPW - STREET LIGHTS** | | | | | | |
| Expenses | 0.00 | | 15,000.00 | 14,979.03 | 20.97 | |
| **429 DPW - HIGHWAY SAFETY** | | | | | | |
| Expenses | 0.00 | | 39,200.00 | 39,171.24 | 28.76 | |
| **491 DPW - CEMETERY** | | | | | | |
| Personal Srvc | 0.00 | | 129,072.00 | 128,820.93 | 251.07 | |
| Expenses | 0.00 | | 42,800.00 | 42,790.18 | 9.82 | |
| **PUBLIC WORKS** | | | | | | |
| **Personal Srvc** | **0.00** | | **431,417.00** | **423,379.61** | **8,037.39** | |
| **Expenses** | **0.00** | | **247,250.00** | **247,185.52** | **64.48** | |
| **510 BOARD OF HEALTH** | | | | | | |
| Personal Srvc | 0.00 | | 11,817.00 | 10,013.11 | 1,803.89 | |
| Expenses | | STM | 31,393.00 | 30,014.92 | 1,377.98 | |
| **541 COUNCIL ON AGING** | | | | | | |
| Personal Srvc | 350.60 | **COLA** | 55,853.00 | 53,575.99 | 2,276.61 | |
| Expenses | | STM | 21,870.00 | 15,418.70 | 5,920.93 | (530.37) |
| **543 VETERAN'S SERVICES** | | | | | | |
| Personal Srvc | 0.00 | | 20,000.00 | 20,000.00 | 0.00 | |
| Expenses | 0.00 | | 36,250.00 | 18,675.86 | 17,574.14 | |
| **560 DISABILITY** | | | | | | |
| Expenses | 0.00 | | 450.00 | 235.81 | 214.19 | |
| **HEALTH & HUMAN SERVICES** | | | | | | |
| **Personal Srvc** | **350.60** | | **87,670.00** | **83,589.10** | **4,080.50** | |
| **Expenses** | **0.00** | | **89,963.00** | **64,345.29** | **25,087.24** | |

## FY18 BUDGET TO ACTUAL

OPERATING BUDGET

| DEPARTMENT | COMP/FINANCE RESERVE | | ATM/STM 5/2/17 | EXPENDED | CLOSED TO FUND BALANCE | ENCUMBER |
|---|---|---|---|---|---|---|
| **610 LIBRARY** | | | | | | |
| Personal Srvc | 8,275.00 | **COLA** | 287,391.00 | 277,872.49 | 9,518.51 | |
| Expenses | 0.00 | | 68,783.00 | 68,783.00 | 0.00 | |
| **630 RECREATION** | | | | | | |
| Personal Srvc | 5,861.03 | STM | 12,967.00 | 12,967.00 | 0.00 | |
| Expenses | | STM | 13,356.00 | 5,366.70 | 7,989.30 | |
| **691 HISTORIC COMMISSION** | | | | | | |
| Expenses | 0.00 | | 13,720.00 | 11,242.70 | 2,477.30 | |
| **692 MEMORIAL DAY** | | | | | | |
| Expenses | 0.00 | | 900.00 | 628.05 | 271.95 | |
| **694 COMMUNITY CENTER** | | | | | | |
| Personal Services | 350.60 | **COLA** | 26,210.00 | 26,209.60 | 0.00 | |
| **CULTURAL & RECREATION** | | | | | | |
| **Personal Srvc** | **14,486.63** | | **326,568.00** | **317,049.09** | **9,518.51** | |
| **Expenses** | **0.00** | | **96,759.00** | **86,020.45** | **10,738.55** | |
| **EMPLOYEE BENEFITS** | | STM | 1,059,846.00 | 1,054,407.16 | 5,438.84 | |
| **TOWN INSURANCES** | | STM | 128,376.00 | 133,856.06 | (5,479.98) | |
| **DEBT** | | | | | | |
| **PRINCIPAL** | 0.00 | | 771,000.00 | 770,800.00 | 200.00 | |
| **INTEREST** | 0.00 | | 175,025.00 | 175,025.00 | 0.00 | |

## FY18 BUDGET TO ACTUAL

OPERATING BUDGET

| DEPARTMENT | COMP/FINANCE RESERVE | ATM/STM 5/2/17 | EXPENDED | CLOSED TO FUND BALANCE | ENCUMBER |
|---|---|---|---|---|---|
| LOCAL AID ASSESSMENTS | | | | | |
| Expenses | 134,350.00 | 134,350.00 | 134,350.00 | 0.00 | |
| OPERATING BUDGETS | | | | | |
| Personal Srvc | 0.00 | 3,319,405.00 | 3,253,503.89 | 65,900.50 | |
| Expenses | 154,350.00 | 15,116,691.00 | 14,878,703.10 | 230,802.08 | |
| PRINCIPAL | 0.00 | 771,000.00 | 770,800.00 | 200.00 | |
| INTEREST | 0.00 | 175,025.00 | 175,025.00 | 0.00 | |
| EMPLOYEE BENEFITS | 0.00 | 1,059,846.00 | 1,054,407.16 | 5,438.84 | |
| TOWN INSURANCEES | 0.00 | 128,376.00 | 133,856.06 | -5,479.98 | |
| | 154,350.00 | 20,570,343.00 | 20,266,295.21 | 304,047.16 | (7,185.72) |
| TRANSFER TO CAPITAL | 0.00 | 50,000.00 | 50,000.00 | 0.00 | |
| TOTAL OPERATING BUDGET | | 20,620,343.00 | 20,316,295.21 | 304,047.16 | UNEXPENDED |
| ENCUMBERED | | | | (7,185.72) | |
| FREE CASH | | | 1,103,838.00 | 296,861.44 | CLOSE TO FB |
| MUNIS | 53,857.00 | 20,620,340.00 | 21,420,133.24 | -799,793.24 | |

| FY18 SPECIAL REVENUES | | | | | | |
|---|---|---|---|---|---|---|
| FED GRANT | 25014 | COMM DEV BLOCK GRANT | 53,344.12 | 22,558.00 | 81.38 | 53,344.12 |
| FED GRANT | 25023 | FIRE DHS | 4.30 | 4.30 | 0.00 | 0.00 |
| GRANTS | 26005 | INSURANCE RECOVERY | 3,414.02 | 0.00 | 16,356.64 | 19,770.66 |
| | 26006 | HISTORIC GIFTS | 8,075.18 | 0.00 | 134.70 | 8,209.88 |
| | 26008 | LIBRARY GIFTS | 6,804.64 | 22,256.61 | 35,895.00 | 20,443.03 |
| | 26009 | LIBRARY PARKER GIFT | (1,199.86) | 0.00 | 0.00 | (1,199.86) |
| | 26012 | DISABILITY COMMISSION | 99.72 | 0.00 | 0.00 | 99.72 |
| | 26013 | VETERANS MEMORIAL GIF | 6,026.00 | 0.00 | 0.00 | 6,026.00 |
| | 26014 | COA GIFT | 2,319.35 | 0.00 | 0.00 | 2,319.35 |
| | 26015 | TOWN FOREST GIFT | 920.07 | 253.79 | 0.00 | 666.28 |
| | 26016 | AMBULANCE GIFT | 1,401.55 | 0.00 | 50.00 | 1,451.55 |
| | 26017 | FIRE DEPT GIFT | 1,420.35 | 16,258.06 | 19,125.00 | 4,287.29 |
| | 26018 | POLICE GIFT | 623.87 | 0.00 | 0.00 | 623.87 |
| | 26020 | ANN COMASKEY CONSERV | 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 | 300.00 | 0.00 | 19,707.00 |
| | 26027 | AGRICULTURE COMMISSI | 3,482.22 | 0.00 | 0.00 | 3,482.22 |
| RECEIPTS | 29001 | CEMETERY SALE OF LOTS | 18,266.65 | 0.00 | 3,000.00 | 21,266.65 |
| RECEIPTS | 29002 | WETLANDS | 34,746.93 | 15,079.14 | 10,995.00 | 30,662.79 |
| RECEIPTS | 29003 | TOWN OWNED LAND | 27,232.21 | 27,546.00 | 164,081.60 | 163,767.81 |
| CH53 1/2 | 27010 | RECREATION | 51,595.81 | 23,313.85 | 25,606.00 | 53,887.96 |
| REVOLVING | 27002 | CLERK PUBLICATIONS | 2,484.42 | 0.00 | 398.00 | 2,882.42 |
| | 27003 | PLANNING BOARD | 47,031.96 | 22,800.09 | 15,335.07 | 39,566.94 |
| | 27004 | RECYCLING | 14,531.21 | 15,661.66 | 9,852.73 | 8,722.28 |
| | 27005 | MART | 0.09 | 35,598.35 | 26,975.85 | (8,622.41) |
| | 27006 | LIBRARY REVOLVING | 16,597.72 | 10,000.00 | 7,594.91 | 14,192.63 |
| | 27013 | COMMUNITY CENTER | 64,117.63 | 39,475.21 | 9,098.79 | 33,741.21 |
| | 27016 | COA REVOLVING | 0.00 | 7,720.56 | 9,973.00 | 2,252.44 |
| | 27014 | CRUISER OUTSIDE DETAIL | 3,567.50 | 0.00 | 100.00 | 3,667.50 |
| | 27015 | STORMWATER MANAGEM | 1,533.30 | 1,533.30 | 1,500.00 | 1,500.00 |
| OTHER | 26001 | RECREATION ED | 20.50 | 0.00 | 0.00 | 20.50 |
| SPECIAL | 26002 | DRUG ENFORCEMENT | 41,821.43 | 9,703.00 | 8,746.00 | 40,864.43 |
| REVENUE | 26003 | SEWER COLLECTION | 35,367.65 | 27,160.51 | 15,368.83 | 23,575.97 |
| | 26022 | BOUCHARD MITIGATION | 22,831.92 | 22,831.92 | 0.00 | 0.00 |
| | 26028 | FIREARMS RECORD | 35,816.30 | 9,446.73 | 13,325.00 | 39,694.57 |
| | 26029 | DUVAL RD REVOVLING | (4,553.90) | 0.00 | 4,553.90 | 0.00 |
| | 26031 | JB HUNT MITIGATION | 4,725.00 | 4,725.00 | 0.00 | 0.00 |
| | 26032 | PORAS REALTY | 1,656.08 | 2,716.20 | 25,200.00 | 24,139.88 |
| | 26033 | COLONY LANE | 1.04 | 0.00 | 0.00 | 1.04 |
| | 26034 | WING ESTATES | 756.64 | 756.64 | 0.00 | 0.00 |
| | 26036 | DUNKIN DONUTS | (76.99) | 14,923.01 | 15,000.00 | 0.00 |
| | 26037 | BOH JONES CROSSING | 3,040.00 | 2,100.00 | 0.00 | 940.00 |
| SEWER | 28000 | APPORTIONED BETTERME | 21,041.48 | 248,102.60 | 240,632.57 | 13,571.45 |
| | 27012 | CDP ADVERTISING | 369.81 | 2,021.82 | 2,061.00 | 408.99 |
| | 25011 | TECHNICAL ASSISTANCE | 647.75 | 0.00 | 0.00 | 647.75 |

| | | | | | | |
|---|---|---|---|---|---|---|
| STATE | 25003 | HOMELAND SECRUITY | 3,950.00 | 3,950.00 | 0.00 | 0.00 |
| | 25045 | MASSWORKS STERLING | 0.00 | 151,518.87 | 151,518.87 | 0.00 |
| PUBLIC SAFET | 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 |
| | 25018 | 911 STATE GRANT | 6,105.13 | 0.00 | 0.00 | 6,105.13 |
| | 25024 | FIRE NASHUA RIVER | 7,295.44 | 0.00 | 0.00 | 7,295.44 |
| | 25025 | FIRE SAFE GRANT | 13,340.61 | 5,649.38 | 6,123.00 | 13,814.23 |
| | 25047 | FIRE EMP GRANT | 2,203.00 | 4,810.00 | 2,607.00 | 0.00 |
| FEMA | 25038 | OCTOBER STORM | 305.52 | 305.52 | 0.00 | 0.00 |
| COA | 25030 | FORMULA GRANT | 0.00 | 13,289.00 | 13,289.00 | 0.00 |
| | 25031 | ACCENT GRANT | 1,019.93 | 0.00 | 0.00 | 1,019.93 |
| | 25049 | HEALTHY FOOD | 15,824.80 | 10,159.67 | 0.00 | 5,665.13 |
| LIBRARY | 25035 | LIBRARY STATE AID | 29,568.42 | 18,940.68 | 14,516.28 | 25,144.02 |
| OTHER | 25001 | EXTENDED POLLING HOUR | 5,098.58 | 1,951.48 | 1,773.84 | 4,920.94 |
| GRANTS | 25004 | MASS HOUSING | 5,700.00 | 0.00 | 746.04 | 6,446.04 |
| | 25006 | ENERGY EFFICIENCY BLOC | 330.99 | 0.40 | 0.00 | 330.59 |
| | 25009 | GREEN COMMUNITIES GR | 73,633.65 | 250,000.00 | 187,500.00 | 11,133.65 |
| | 25029 | SEPTIC PROGRAM | 24,196.56 | 11,699.00 | 0.00 | 12,497.56 |
| | 25033 | CULTURAL COUNCIL | 4,974.25 | 8,802.81 | 4,608.33 | 779.77 |
| | 25050 | COMPLETE STREETS | (0.40) | 210,213.14 | 22,500.00 | (187,713.54) |
| | 25051 | IT COMPACT GRANT | 21,329.82 | 21,057.58 | 1.00 | 273.24 |
| | 25047 | COMPACT GRANT | 18,904.00 | 12,604.00 | 0.00 | 6,300.00 |
| | 25052 | LIBRARY DIGITIZE | 0.00 | 30,000.00 | 30,000.00 | 0.00 |
| | 25054 | PRESERVATION VETERANS | 0.00 | 0.00 | 12,500.00 | 12,500.00 |
| | | BROCKELMAN CULVERT | 0.00 | 56,700.00 | 0.00 | (56,700.00) |
| | 25055 | THAYER FIELD PLAYGROU | 0.00 | 370.79 | 23,848.50 | 23,477.71 |
| **FY18 CAPITAL/CHAPTER 90** | | | | | | |
| CHAP 90 | 23001 | CHAPTER 90 | 0.00 | 213,628.82 | 213,628.83 | 0.01 |
| CAPITAL | 30001 | VETERANS WAR MEMORI | 9,580.39 | 0.00 | 0.00 | 9,580.39 |
| | 30003 | PUBLICE BLDG FIBER OPTI | 995.18 | 0.00 | 0.00 | 995.18 |
| | 30005 | POLICE CRUISERS | 5,255.02 | 49,291.87 | 41,000.00 | (3,036.85) |
| | 30010 | HOT TOP CEMETERY | 3,511.80 | 0.00 | 0.00 | 3,511.80 |
| | 30014 | OFFICE MOLD REMOVAL | 30,000.00 | 0.00 | 0.00 | 30,000.00 |
| | 30015 | REPAVE TOWN HALL DRIV | 20,000.00 | 0.00 | 0.00 | 20,000.00 |
| | 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 | 30,152.89 | 0.00 | 0.00 | 30,152.89 |
| | 30028 | FIRE CUSTOM PUMPER | 2,686.35 | 64,636.50 | 50,000.00 | 2,686.35 |
| | 30030 | PRESCOTT BUILDING REN | 1,591,667.53 | 3,114,989.30 | 0.00 | 1,591,667.53 |
| | 30031 | RECREATION THAYER FIEL | 8,938.23 | 108,938.23 | 0.00 | 8,938.23 |
| | 30032 | FACILITIES MAINT TRUCK | 0.00 | 17,365.00 | 0.00 | 0.00 |
| | 30035 | POLICE CRUISER | 0.00 | 27,240.00 | 0.00 | 0.00 |
| | 30036 | TOWN BUILDING REPAIRS | 0.00 | 76,067.16 | 0.00 | 0.00 |
| | 30038 | CEMETERY PLOW TRUCK | 17,365.00 | 47,400.00 | 17,000.00 | 17,365.00 |
| | 30043 | RTE 117 INTERSECTION | 8,400.00 | 8.00 | 8,400.00 | 8,400.00 |
| | 30044 | PRESCOTT MOVE | 0.00 | 76,067.16 | 100,000.00 | 23,932.84 |
| | 30045 | OLD COUNTY ROAD | 0.00 | 47,400.00 | 61,000.00 | 13,600.00 |
| | 30046 | BARTLETT POND DAM | 0.00 | 8,342.50 | 75,000.00 | 66,657.50 |

| FY18 TRUST/ESCROW | | | | | | |
|---|---|---|---|---|---|---|
| TRUST | 83002 | LAND PURCHASE | 13,962.11 | 0.00 | 23.66 | 13,692.11 |
| | 83003 | NO LANC MUNICIPAL WAT | 3,805.48 | 0.00 | 2.57 | 3,805.48 |
| | 83004 | 61A LAND PURCHASE | 44,728.65 | 0.00 | 40.91 | 44,728.65 |
| | 83005 | DIGITAL LANC TECH PARK | 636.96 | 0.00 | 0.63 | 636.96 |
| | 83006 | PUBLIC SAFETY OFFICERS | 3,220.24 | 0.00 | 14.69 | 3,220.24 |
| | 83007 | LOCAL EDUCATION | 246.56 | 0.00 | 0.24 | 246.56 |
| | 83008 | POLICE LAW ENFORCEME | 587.77 | 0.00 | 0.59 | 587.77 |
| | 83009 | CONSERV GREENWAY | 21.90 | 0.00 | 0.03 | 21.90 |
| | 83010 | ELDERLY DISABLE TAX | 2,914.08 | 0.00 | 549.24 | 2,914.08 |
| | 83011 | CEMETERY FLOWERS | 2,011.51 | 0.00 | 5.52 | 2,011.51 |
| | 83013 | CONSERVATION TRUST | 21,221.18 | 18,509.87 | 0.00 | 21,221.18 |
| | 90001 | WINSOR HEIGHTS ESCROW | 1,470.00 | 1,470.00 | 0.00 | 1,470.00 |
| | 90002 | EAGLE RIDGE ESCROW | 10,463.92 | 0.00 | 0.00 | 10,463.92 |
| | 90008 | JONES CROSSING ESCROW | 3,065.00 | 11,660.00 | 31,770.00 | 3,065.00 |
| | 90010 | WHITE OAKS ESCROW | 2,821.70 | 0.00 | (1.42) | 2,821.70 |
| | 90011 | FIELDCREST ESCROW | 2,732.53 | 2,732.89 | 4.04 | 2,732.53 |
| | 90014 | CLEAR SUMMIT MITIGATI | 2,000.00 | 2,000.00 | 0.00 | 2,000.00 |
| | 90016 | ERP MOUNTAIN LAUREL | 2.06 | 2,158.30 | 371.34 | 2.06 |
| | 90017 | ERP KANIS | 0.06 | 1,619.12 | 631.35 | 0.06 |
| | 90018 | ERP CENTRAL MASS | 0.00 | 1,399.50 | 2,065.05 | 0.00 |
| | 90019 | ERP BALDARELLI | 1,000.01 | 0.00 | 0.00 | 1,001.01 |
| | 90020 | ERP KEATING | 0.00 | 3,075.79 | 9,351.59 | 0.00 |
| | 90023 | ERP LLEC | 1,000.68 | 1,347.26 | 2,835.75 | 1,000.68 |
| | 90027 | LANCASTER TECHNOLOGY | 0.00 | | 0.00 | 0.00 |
| | 90031 | DEVONSHIRE ESTATES BO | 0.00 | 0.00 | 60.26 | 0.00 |
| | 90032 | CONSERVATION SHORELIN | 613.61 | 0.00 | 0.00 | 613.61 |
| | 90033 | SANDY HOLLOW ESCROW | 4,132.63 | 4,138.06 | 5.43 | 0.00 |
| | 90034 | FORT POND LLC | 61,430.57 | 4,345.79 | 4,396.28 | 61,481.06 |
| | 90035 | DUVAL ROAD SEWER | 44,165.78 | 5,123.62 | 43.59 | 39,085.75 |
| | 90036 | NO LANCASTER LLC | 0.00 | 76.99 | 1,035.51 | 958.52 |
| | 90038 | J. B. HUNT | 1,667.00 | 0.00 | 0.00 | 1,667.00 |
| | 90039 | SHIRLEY ROAD LANDSCAPI | 10,000.00 | 5,290.00 | 0.00 | 4,710.00 |
| | 90040 | GRAND OAKS | 1,882.62 | 1,882.62 | 0.00 | 0.00 |
| | 90041 | F.C. STARS | (17.14) | 1,669.68 | 5,000.00 | 3,313.18 |
| | 90042 | AGWAY LANDSCAPING | 604.18 | 0.00 | 0.00 | 604.18 |
| | 90045 | NO LANCASTER WATER | 8,650.00 | 0.00 | 0.00 | 8,650.00 |
| | 26010 | LIBRARY PARKER GIFT | 3,306.02 | 0.00 | 0.00 | 3,306.02 |
| | 26011 | CONSERVATION PARKER G | 93.75 | 0.00 | 0.10 | 93.85 |
| | 83012 | CAPITAL STABILIZATION | 283,573.13 | 137,197.91 | 102,072.18 | 248,447.40 |
| | 83001 | STABILIZATION | 1,240,573.13 | 0.00 | 524,205.93 | 1,764,779.06 |
| | 83014 | OPEB INTEREST | 1,186,681.03 | 0.00 | 786,403.00 | 1,973,084.03 |
| AGENCY | 89001 | FEDERAL TAX | 0.00 | 429,542.08 | 429,542.08 | 0.00 |
| | 89002 | STATE TAX | 0.00 | 182,790.43 | 182,790.43 | 0.00 |
| | 89003 | MEDICARE | 100.00 | 46,871.92 | 46,871.92 | 100.00 |
| | 89004 | DEFERRED COMP | 0.00 | 66,655.83 | 66,655.83 | 0.00 |
| | 89005 | COUNTY RETIREMENT | 5,402.82 | 273,774.55 | 273,646.33 | 5,274.60 |

| | | | | | | |
|---|---|---|---|---|---|---|
| AGENCY | 89006 | OBRA MANDATORY | 0.20 | 37,260.65 | 37,260.65 | 0.20 |
| | 89007 | OBRA VOLUNTARY | 0.00 | 3,028.72 | 3,028.72 | 0.00 |
| | 89008 | GROUP HEALTH | 289.40 | 188,174.30 | 203,119.64 | 15,234.74 |
| | 89009 | EMPLOYEE FSA | 807.98 | 36,100.00 | 35,891.88 | 599.86 |
| | 89011 | DISABILITY | 1,183.88 | 19,105.87 | 19,215.36 | 1,293.37 |
| | 89012 | LIFE | 56.00 | 6,488.15 | 6,490.09 | 57.94 |
| | 89013 | LEVY | 499.80 | 31,305.56 | 31,305.56 | 499.80 |
| | 89014 | DENTAL | 471.30 | 22,193.00 | 22,305.20 | 583.50 |
| | 89015 | POLICE UNION DUES | 131.00 | 5,922.00 | 5,931.00 | 140.00 |
| | 89016 | DPW UNION DUES | 0.00 | 10,592.11 | 9,918.98 | (673.13) |
| | 89017 | FIRE UNION DUES | 180.72 | 7,069.20 | 7,730.71 | 842.23 |
| | 89018 | COMM OF MA FISHERIES | 52.15 | 0.00 | 0.00 | 52.15 |
| | 89019 | POLICE OUTSIDE DETAIL | 2,038.29 | 587,016.18 | 506,969.84 | (78,008.05) |
| | 89020 | FIRE OUTSIDE DETAIL | 0.00 | 6,725.00 | 7,091.16 | 366.16 |
| | 89022 | SENIOR TAX WORKOFF | 0.00 | 21,388.50 | 17,834.27 | (3,554.23) |
| | 89023 | RETIREE HEALTH INS | 0.00 | 41,801.71 | 47,076.71 | 5,275.00 |
| NON-EXP | 81006 | CEMETERY NON-EXP PRIN | 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 PRI | 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 UNEXPEN | 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 PRI | 31,492.24 | 0.00 | 0.00 | 31,492.24 |
| | | SPECIAL COLLECTIONS UN | 1,669.79 | 0.00 | 0.00 | 1,669.79 |
| | 81011 | MEMORIAL BOOK PRINCIP | 1,645.33 | 0.00 | 0.00 | 1,645.33 |
| | | MEMORIAL BOOK UNEXPE | (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 UNEX | 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 | 99,079.22 | 0.00 | 8,950.00 | 108,029.22 |
| | 82008 | BOOKS | (726.18) | 1,774.13 | 0.00 | (2,500.31) |
| | 82009 | UNRESTRICTED | 170.93 | 682.24 | 0.00 | (511.31) |
| | 82010 | TRUSTEES | 95.32 | 219.83 | 0.00 | (124.51) |
| | 82011 | SPECIAL COLLECTIONS | (228.34) | 574.50 | 0.00 | (802.84) |
| | 82012 | MEMORIAL | (5.17) | 12.48 | 0.00 | (17.65) |

## 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 | mantonellis@lancasterma.net |
| AMBULANCE - Accounts and Billing | 1043 | 1 | kalamb@lancasterma.net |
| ANIMAL INSPECTOR | 1013 | 2 | townclerk@lancasterma.net |
| BOARD OF APPEALS | 1311 | 4 | mantonellis@lancasterma.net |
| BOARD OF ASSESSORS | 1000 | 3 | dsanders@lancasterma.net |
| BOARD OF HEALTH | 1310 | 6 | ddennis@lancasterma.net |
| BUILDING OFFICAL/ZONING ENFORCEMENT OFCR. | 1309 | 4 | tzahariadis@lancasterma.net |
| BUSINESS CERTIFICATES (Town Clerk) | 1304 | 2 | townclerk@lancasterma.net |
| CABLE TV ADVISORY COMMITTEE | 1201 | 1 | krocco@lancasterma.net |
| COMMISSION ON DISABILITY | 1201 | 1 | krocco@lancasterma.net |
| COMMUNITY DEVELOPMENT & PLANNING DIRECTOR | 1311 | 4 | mantonellis@lancasterma.net |
| CONSERVATION COMMISSION | 1054 | 4 | dkoonce@lancasterma.net |
| COUNCIL ON AGING - DIRECTOR | 1102 | 7 | aturner@lancasterma.net |
| CULTURAL COUNCIL | 1201 | 1 | krocco@lancasterma.net |
| DOG LICENSES (Town Clerk) | 1013 | 2 | townclerk@lancasterma.net |
| ENERGY COMMISSION | 1311 | 4 | mantonellis@lancasterma.net |
| FINANCE COMMITTEE | 1303 | 3 | cgariepy@lancasterma.net |
| HISTORICAL COMMISSION | 1057 | | historical@lancasterma.net |
| PARKING CLERK | 1305 | 5 | mfrost@lancasterma.net |
| PLANNING BOARD | 1311 | 4 | mantonellis@lancasterma.net |
| RECREATION DIRECTOR | 1108 | — | ashephard@lancasterma.net |
| RECYCLING INFORMATION | 1304 | 2 | townclerk@lancasterma.net |
| SEALER OF WEIGHTS & MEASURES | 1309 | 4 | rvalinski@yahoo.com |
| SELECTMEN'S OFFICE | 1201 | 1 | krocco@lancasterma.net |
| SENIOR/COMMUNITY CENTER | 1106 | 7 | aturner@lancasterma.net |
| SENIOR CITIZEN TRANSPORTATION (MART Van) | 1103 | 7 | aturner@lancasterma.net |
| TAX COLLECTOR | 1012 | 5 | mfrost@lancasterma.net |
| TOWN ACCOUNTANT | 9999 | 1 | cgariepy@lancasterma.net |
| TOWN ADMINISTRATOR | 1302 | 1 | opacheco@lancasterma.net |
| TOWN CLERK | 1013 | 2 | townclerk@lancasterma.net |
| TOWN FOREST COMMITTEE | 1311 | 4 | thcastner@comcast.net |
| TREASURER | 1012 | 5 | mfrost@lancasterma.net |
| VITAL RECORDS - Births, Marriages, Deaths | 1013 | 2 | townclerk@lancasterma.net |
| VOTER REGISTRATION & INFORMATION | 1013 | 2 | townclerk@lancasterma.net |
| ZONING ENFORCEMENT OFFICER | 1309 | 4 | tzahariadis@lancasterma.net |

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## 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 | cemetery@lancasterma.net |
| PUBLIC WORKS - HIGHWAY DIVISION | 9991 | highway@lancasterma.net |
| PUBLIC WORKS - SUPERINTENDENT | 1101 | kbartlett@lancasterma.net |
| PUBLIC WORKS – EXECUTIVE ASSISTANT | 1202 | rpeto@lancasterma.net |
| PUBLIC WORKS – WATER DIVISION | 1034 | water@lancasterma.net |

## EMERGENCY - AMBULANCE - FIRE– POLICE CALL 911

### PUBLIC SAFETY - 1053/1055 MAIN STREET

| PUBLIC SAFETY | EXT. | EMAIL CONTACT |
|---|---|---|
| FIRE DEPARTMENT - Burning Permits | 1009 | mhanson@lancasterfd.net |
| FIRE DEPARTMENT - Fire Chief's Office | 1009 | mhanson@lancasterfd.net |
| EMERGENCY MANAGEMENT DIRECTOR | 1009 | mhanson@lancasterfd.net |
| POLICE DEPARTMENT - Chief of Police | 1005 | eburwinkel@lancasterma.net |
| POLICE DEPARTMENT (Business Calls) | 1021 | rzagwyn@lancasterma.net |
| FOREST WARDEN | 1009 | mhanson@lancasterfd.net |
| DOG OFFICER (Via Dispatch Center) | | 978-772-1900 |

## LANCASTER TOWN OFFICES AND HISTORIC COMMISSION

**ADDRESS: Prescott Building, 701 Main Street, Lancaster, MA 01523**

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