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DEDICATION

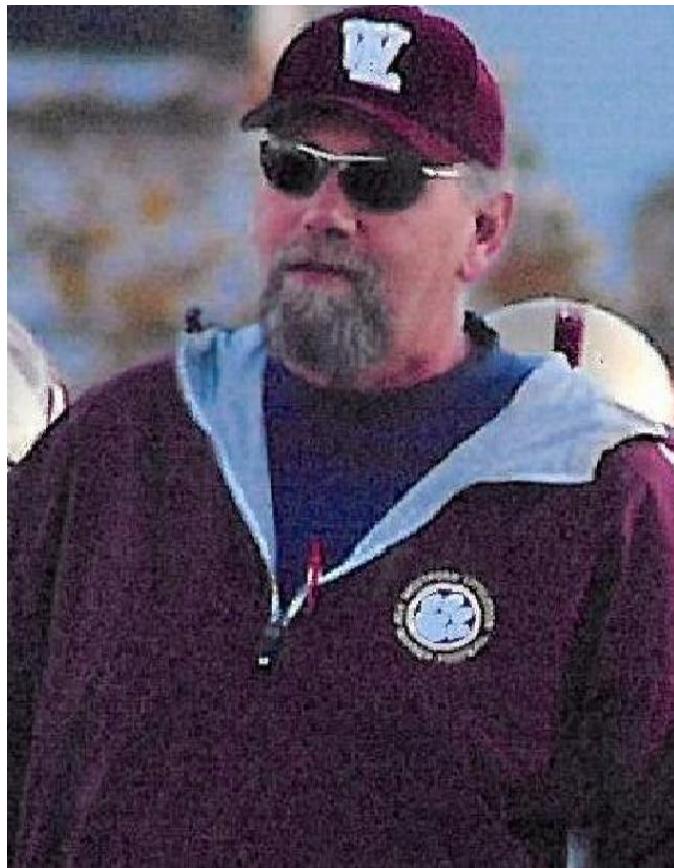
The Board of Selectmen wishes to dedicate this year's Annual Town Report to:

***Walter C. Higgins*
1930-2009**



Walter Carlton Higgins died February 9, 2009, at the Concord Healthcare Center in Concord, MA. He was born at the Lying-In Hospital, Boston, MA, December 29, 1930, son of the late Walter C. and Elizabeth M. (Shewbridge) Higgins. He was educated in the Boston School System graduating from Hyde Park High School class of 1948. He enlisted in the United States Army, and was trained in Automatic Telephone equipment. He served four years until 1952, he was a Korean War Veteran. After the Army, he was employed for five years at Raytheon Manufacturing Company in the Engineering Division. Then he and four others founded the Hyperion Industries Corporation of Watertown, MA, Manufacturer of Solid State power supplies. In 1976, he left Hyperion and started the Project 76 Corporation. This was a residential type construction company. This was great fun because it reminded him of his father and grandfather who were carpenters and builders. In 1998, he took over as Administrator of the Town of Littleton Cemeteries and has worked there till his illness. He was also on several Town committees the Historical Commission as vice chair since 1998. He is survived by his wife of 37 years, Gwendolyn A. (Morrill) Higgins of Littleton; 5 children; and 3 step-children; and many grandchildren.

John Walter Malloy Jr.
1958- 2009



John W. Malloy Jr., died on February 23, 2009, at Emerson Hospital in Concord. Born in Waltham on July 2, 1958, he was the loving son of the late John and Shirley (Rose) Malloy. Growing up in Maynard he graduated from Maynard High School in 1976. "Big John" as he was known to friends, worked for W.R. Grace for many years before moving on to Larchmont Engineering in Lexington. He was married in 1990 to Mary (Leger) Malloy and along with their sons, have called Littleton their home ever since. He has worked as a heavy equipment operator at the Littleton Highway Department for the past 10 years and also took great pride in his position as a volunteer firefighter for the town of Littleton, which he held for 11 years. Nothing pleased him more than his work with local youth and high school sports, and he will be sorely missed by those privileged enough to call him "coach." He was most at home on the field supporting his boys and doing what he loved most, and his presence will be missed for years to come. His survivors include his dearly loved wife Mary (Leger) Malloy; four sons: Joshua Leger, Matthew Malloy, Jonathan Malloy, and Christopher Malloy and three brothers, Kenneth Malloy, David Malloy and Erin Malloy, all of New Hampshire. He was known as a great father, husband and son, but most of all as a wonderful friend. He will be remembered by those who loved him as the tough guy with a heart of gold.

Philip H. Russell Jr.

1923- 2009



Philip H. Russell, Jr., died at his residence on February 14. He was born in New Haven, CT on March 30, 1923, son of the late Philip and Ursula (Kimball) Russell and husband of the late Jane (Fowler) Russell who died in 2008. He grew up in Hamden, Ct. and graduated from Harvard University with an AB in Engineering Sciences and SM in Mechanical Engineering, with pursuing additional graduate study in nuclear engineering at MIT. He served in the U.S. Army during WW2 and received a Purple Heart for being injured in the Battle of the Bulge. He worked for Jackson & Moreland of Boston (later United Engineers & Constructors) as a mechanical engineer for many years, designing cooling systems for power plants. Phil moved to Ayer after his marriage in 1948, then made his home in Littleton since 1953. He served on the Planning Board for the Town of Littleton for 32 years. He was very involved in 4-Has a parent, club leader, and Director of the Middlesex County 4-H Fair. An accomplished carpenter, he built buildings at the Fairgrounds and was known for setting up sound systems for the fair and other events. He was honored with the title of 4-H Fair Director Emeritus. He was also a member of the Littleton Horse Owner's Association. Mr. Russell designed the Parish Hall for St. Andrew's Episcopal Church in Ayer. He loved model railroading, customizing kits and building HO scale trains from scratch. Mr. Russell is survived by his daughter, Charlotte Russell of Littleton, son-in-law Michael Kearney, a brother Richard "Buz" and his wife Doris Russell of Bethlehem, CT, a sister Jane and her husband Bob Nettleton of Clinton, CT. and 15 nieces and nephews. He was also the brother of the late Martha "Marty" Lingo.

WHERE TO CALL FOR TOWN INFORMATION

Accounting	Town Accountant	978-952--2307
Appeal of Zoning Decision	Board of Appeals	978-952--2313
Assessments	Board of Assessors	978-952--2309
Birth, Death, and Marriage Certificates	Town Clerk	978-952--2314
Building Permits	Building Commissioner	978-952--2308
Cemeteries	Cemetery Commissioners	978-952--2324
Emergency Mgmt.	Emergency Management Office	978-952--2315
Conservation Issues	Conservation Commission	978-486--9537
Dog Licenses	Town Clerk	978-952--2314
Dog Problems	Dog Officer	978-952--2353
Education Information	School Superintendent's Office	978-486--8951
Elderly Information	Council on Aging	978-952--2362
Elections and Voting, Registration	Town Clerk	978-952--2314
Electricity	Light and Water Department	978-486--3104
Fire & Ambulance		
Emergencies	Fire Department	9 1 1
Fire Permits-General Calls	Fire Department	978-952--2302
Garbage and Refuse	Board of Health	978-952--2313
Gas Permits	Gas Inspector	978-952--2308
Health and Sanitation	Board of Health	978-952--2313
Highways and Streets	Highway Department	978-486--3778
Housing for the Elderly	Housing Authority	978-486--8833
Information Technology Office	Information Systems Manager	978-952--2777
Library	Reuben Hoar Library	978-486--4046
Nurse (Town)	Board of Health	978-952--2313
Police & Ambulance		
Emergencies	Police Department	9 1 1
Police General Calls &	Police Department	978-952--2300
Information	Planning Board	978-486--9733
Planning Board	Plumbing Inspector	978-952--2308
Plumbing Permits	Park & Recreation	978-486--3120
Recreation	Shaker Lane Elementary	978-486--3959
Schools	Russell Street Elementary	978-486--3134
	Middle School Russell St	978-486--8938
	High School	978-952--2555
Nashoba Valley Technical High School	Superintendent	978-486--8951
Selectmen	Main Office	978-692--4711
Tax Collections	Town Administrator	978-952--2311
Transfer Station Stickers	Tax Collector	978-952--2349
Treasurer	Transfer Station	978-486--0122
Veterans Services	Town Treasurer	978-952--2306
Water	Veterans Agent	978-952--2325
Wiring Permits	Light and Water Department	978-486--3104
Zoning	Wiring Inspector	978-952--2308
	Building Commissioner	978-952--2308

Hours & Location

Assessors	Monday - Friday
978-952--2309	8:30 a.m. - 3:00 p.m.
Board of Health/Board of Appeals	Mon, Wed, Thurs, Fri. (8a.m.-12p.m) Tues. (12p.m.- 4 p.m.)
978-952--2313	8:00 a.m. - 12:00 p.m.
Building Commissioner	Monday, Tuesday, Wednesday 7:30 a.m. - 3:30 p.m.
978-952--2308	Thursday 7:30 a.m. - 6:30 p.m. Friday 7:30 a.m. - 12:30 p.m.
Conservation Commission	Mon., Tues, Wed., Thurs.
978-486-9537	9:00 a.m. - Noon
Council on Aging	Monday - Friday, 9 a.m. - 3 p.m.
978-952--2362	Shattuck Street Building, 2nd floor
Outreach Office	Monday - Thursday 9 a.m. - 3 p.m. (Call first for appointment)
978-486-0183	Shattuck St. Building, 2nd floor
Meal Site	Monday - Friday, 9 a.m. - 1 p.m.
978-952-2757	Shattuck Street Building, 1st floor
Fire Department	Monday - Friday 7:00 a.m. - 6:00 p.m.
978-952--2302	Sunday - Saturday 8 a.m. - 4 p.m.
9 1 1	Fire Permits and General Calls
Information Systems Manager	Emergency Fire & Ambulance Calls
978-952--2777	Monday – Thursday 9:00a.m. - 3:00p.m.
Park and Recreation	Monday - Friday 9 a.m. - 4 p.m.
978-486-3120	Shattuck Street Building, 1st floor
Planning Board	Monday, Tuesday, Thursday, Friday
978-486-9733	9:00 a.m. - 3:00 p.m.
Police Department	Sunday - Saturday (24 hours a day)
978-952—2300	General Calls
Reuben Hoar Library	may change soon Hours will change July 1, 2009
486-4046 –	Monday 10 a.m. - 4 p.m.
School Department	Wednesday 10 a.m. - 9 p.m.
978-486-8951	Tuesday, Thursday 1:00 p.m. - 9 p.m.
Tax Collector	Friday, Saturday, 10 a.m. - 4 p.m.
978-952-2349	Monday – Friday
Town Accountant	Shattuck Street Building, 3rd floor
978-952-2307	Monday - Friday
Town Administrator	9:00 a.m. – 3:00 p.m.
978-952--2311	Monday – Friday
Town Clerk	8:30 a.m. - 4:00 p.m.
978-952--2314	Monday - Friday
Town Treasurer	9:00 a.m. - 3:00 p.m.
978-952--2306	Monday - Friday
Transfer Station	9:00 a.m. - 3:00 p.m.
978-486-0122	Tuesday & Thursday 12 Noon - 7 p.m.
Veterans Agent	Saturday 8:00 a.m. - 5:00 p.m.
978-952--2325	By Appointment

STATE AND FEDERAL ELECTED OFFICIALS

President of the United States

Barack H. Obama
1600 Pennsylvania Avenue
Washington, D.C.

Governor of the Commonwealth

Deval Patrick
(617) 727-7200
State House
Boston, MA 02133

Senators in Congress

Edward M. Kennedy
(617) 565-3170
JFK Building, Room 2400
Boston, MA 02133

John Kerry
(617) 565-8519
Transportation Building
10 Park Plaza, Room 3220
Boston, MA 02116

Representative in Congress

Nicola S. Tsongas
(978) 263-1951
5th Congressional District
492 Main St
Acton, MA 01720

Senator in General Court

State Senator Jamie Eldridge
Middlesex-Worcester District
Room 413F, State House
Boston, MA 02133

Representative in General Court

James Arciero
(617) 722-2320
2nd Middlesex District
Room 34, State House
Boston, MA 02133

TOWN MEETING AND VOTING INFORMATION

Annual Election	First Saturday May
Annual Town Meeting	First Monday May
Form of Government	Open Town Meeting
Absentee Voting	Town, State and National
Population	9300
Number of Registered Voters	6133
Dog Licenses	980
Size of Town	16 square miles

Residential Taxes per \$1000 valuation:

Tax Rate 1993	\$13.82	Tax Rate 2002	\$13.21
Tax Rate 1994	\$15.05	Tax Rate 2003	\$11.15
Tax Rate 1996	\$16.20	Tax Rate 2005	\$11.35
Tax Rate 1997	\$15.58	Tax Rate 2006	\$12.17
Tax Rate 1998	\$14.37	Tax Rate 2007	\$12.11
Tax Rate 1999	\$14.89	Tax Rate 2008	\$12.62
Tax Rate 2000	\$14.09	Tax Rate 2009	\$13.85
Tax Rate 2001	\$12.81		

- To have an article on the Annual Town Meeting Warrant, a petition must be signed by TEN (10) registered voters.
- To have an article on a Special Town Meeting Warrant, a petition must be signed by ONE HUNDRED (100) registered voters.
- To call a Special Town Meeting, a petition signed by 200 registered voters must be presented to the Board of Selectmen.
- The Selectmen must set a Special Town Meeting within 45 days of receipt of the petition.

DEFINITIONS

SURPLUS REVENUE - *The amount by which the cash, accounts receivable and other assets exceed the liabilities and reserves.*

EXCESS AND DEFICIENCY - *Same as Surplus Revenue (E&D)*

OVERLAY - *Amount appropriated for emergency or unforeseen purposes, to be used exclusively by the Board of Assessors for abatement purposes, any balance left may be appropriated.*

AVAILABLE FUNDS - *Free Cash, reserves and unexpended balances available for appropriation.*

CHAPTER 90 - *General Laws which provide for contributions by the State and County for construction and maintenance of certain Town ways, usually roads leading from one main road to another.*

MATCHING FUNDS - *Amounts made available by special State and Federal Acts to supplement local appropriations for specific purposes.*

CHEERY SHEET - Details of State and County charges and reimbursements used in determining the tax rate.
Known as "Cherry Sheet" due to the color of the paper used.

TRANSFER STATION

Residents may purchase stickers to use the Transfer Station at the Transfer Station during hours of operation, Tuesday and Thursday Noon to 7 p.m. and Saturday 8 a.m. to 5 p.m. Stickers are sold on an annual basis beginning September 1 at a rate of \$240.00 and \$65 for Senior Citizens over the age of 60. A six-month sticker is available at a cost of \$125. When purchasing a Transfer Station Sticker, residents must bring their vehicle registration as well as proof of residency. Information regarding what may be taken to the Transfer Station is available at the Town of Littleton's website: www.Littletonma.org and is posted at the Transfer Station and Board of Selectmen's Office. Transfer Station Sticker Fees are as follows for the year October 1, 2008 - September 30, 2009:

Annual Sticker	\$290.00
Second Sticker (One Year)	\$85.00
Six Month Sticker	\$155.00
Senior Citizen (One Year)	\$65.00
Senior Citizen Second Sticker	\$65.00
Recycling Only Sticker (One Year)	\$85.00
One Day Dump Permit (Restrictions apply)	\$60.00
Replacement/Lost Sticker	\$35.00
<u>Fees for Miscellaneous Items:</u>	
Appliances Without Freon (each)	\$12.00
<i>Dishwashers, stoves, water heaters</i>	
Appliances With Freon (each)	\$22.00
<i>Refrigerators, freezers, air conditioners</i>	
Microwave Ovens (each)	\$12.00
CRT's, TV's (each)	\$18.00
Propane Tanks (each)	\$14.00
Tires (each)	\$5.00
Bulky Furniture (each)	\$5.00
<i>Couches, stuffed chairs, mattresses</i>	
Large Metal Items (each)	\$22.00
<u>Pickup Truck or Trailer Load:</u>	
Brush (per load)	\$55.00
Wood/building debris (per load)	\$55.00

1. *Stickers entitle users to dispose of routine household residential refuse.*
2. *Fees for Miscellaneous Items entitle users to dispose of non-routine items on a periodic basis. In certain instances the user may be asked to identify the source of the non-routine item in order to be permitted to dispose of the item.*
3. *A pickup with a "load" is understood to be substantially full. The Attendant's judgment shall be final in this matter.*
4. *The Attendant shall have the option of temporarily restricting the use of the Transfer Station due to operational or space problems.*
5. *Users may purchase stickers or pay fees at the Transfer Station with CHECKS ONLY. No cash will be accepted at the Transfer Station for security reasons. Stickers and fees can also be paid for at the Board of Selectmen's Office, Room 303, Shattuck Street Building.*

6. *The appropriate fees will be collected for those items set out in the Transfer Station Fee Schedule regardless of whether the item is left in the swap shop or is to be discarded.*

ELECTED AND APPOINTED TOWN OFFICIALS

Elected Officials

MODERATOR

Timothy D Goddard 09 62 Edsel Rd

TOWN CLERK

Diane Crory 10 74 King St

BOARD OF ASSESSORS

William E Ingham	09	4 Brandy Hollow
Brian Wright	09	101 Taylor St
Pamela D Campbell	10	51 Boxborough Rd
James Stephen Winroth	10	50 Bruce St
Frederick J Freund	11	45 Birch Rd

BOARD OF SELECTMEN

Joseph Knox	10	10 Brandy Hollow
Alexander S McCurdy	09	100 Harvard Rd
Kenneth Eldridge	10	31 Nashoba Rd
James F Karr	11	12 Elizabeth St
Janet M G Wilkinson	11	2 Laury Ln

BOARD OF ELECTRIC LIGHT COMMISSIONERS/ BOARD OF WATER COMMISSIONERS

Craig Gruskowski	09	336 King St
Bruce Trumbull	09	29 Mill Rd
Joseph McCumber	10	6 Apple Ridge Ln
Ivan Pagacik	10	123 Whitcomb Ave
Thomas Rauker	11	148 Russell St

SCHOOL COMMITTEE

Paul J Avella	09	94 Grist Mill Rd
Michael Fontanella	09	213 Harwood Ave
Charles Ellis	10	16 Elizabeth St
Nancy Mizzoni	11	2 ½ Spartan Arrow Rd
Shawna M Stea	11	37 Whitetail Way

PLANNING BOARD – 5 YEAR TERM

Greg S Champney	09	7 Adams St
Steven Wheaton	10	52 Wychwood Heights
Janet LaVigne	11	66 Hartwell Ave
Mark J Montanari	12	242 King St
Richard P Crowley	13	359 King St

TRUSTEES OF THE REUBEN HOAR LIBRARY

Debra Jean Rhodes	09	141 Goldsmith St
Cheryl L Hardy-Faraci	09	8 Moore Lane
Mark Rambacher	10	205 Hartwell Ave
Marcia Marcantonio	10	455 Newtown Rd
James Carozza	11	116 Foster St

Ray Grande 11 5 Oak Ridge Rd

PARK AND RECREATION COMMISSIONERS

Frederick J Freund	09	45 Birch Road
W Brian Richter	09	139 Whitcomb Ave
Gary E Austin	10	162 Whitcomb Ave
James Ray	10	49 Jennifer St
Geralyn Miller	11	21 New Estate Rd

CEMETERY COMMISSIONERS

Susan Fougstedt	09	22 Mill Road
David Badger	10	230 Harwood
Deborah Williams	11	7 Delaney Dr

BOARD OF HEALTH

Peter A Yapp	09	415 Newtown Rd
Ted Doucette	10	152 Whitcomb Ave
Joseph Presti	10	12 Ernies Dr
Peter Cassinari	11	12 Lochslea Rd
Gino Frattallone	11	26 Harwood Ave

BOARD OF COMMISSIONERS OF TRUST FUNDS

Glen R MacNeil	09	10 Oak Hill Rd
David Stevens	10	4 Masonbrook Ln
Richard Hoole	09	7 Uplands Rd (1 Year Appointment)

HOUSING AUTHORITY -- 5 YEAR TERM

Theresa Schwulst	10	59 Tahattawan Rd
Andrew J Sohn	11	5 Stoney Stream Ln
Mildred McGovern	12	38 New Estate Rd
Michael Morey	13	50 New Estate Rd
*Gino Frattallone	10	26 Harwood Ave

*Commonwealth Appointee

**APPOINTMENTS BY
BOARD OF SELECTMEN
ONE YEAR UNLESS OTHERWISE NOTED**

TOWN ADMINISTRATOR (3-Year)

Keith A. Bergman 2010

TREASURER

Steven Venuti

TAX COLLECTOR

Rebecca Jean Quinn

POLICE CHIEF (3-Year)

John M. Kelly 2010

FIRE CHIEF (3-Year)

Stephen E. Carter 2011

POLICE LIEUTENANT (3-Year)

Matthew King 2009

TOWN COUNSEL

Miyares & Harrington

ASSISTANT BUILDING INSPECTOR

Gabriel Vellante

INSPECTOR OF WIRES

Booth Jackson

PLUMBING INSPECTOR

Joseph Cormier

GAS INSPECTOR

Joseph Cormier

SPECIAL PLUMBING/GAS INSP.

Thomas Wielinski

CONSTABLES

John M. Kelly

Matthew King

Ronald Raffi

LABOR COUNSEL

Mirick O'Connell

VETERANS AGENT

Allen McRae

ASSISTANT WIRING INSPECTOR

Vincent Chant

DEPUTY PLUMBING INSPECTOR

Joseph Cormier Jr.

DEPUTY GAS INSPECTOR

Joseph Cormier Jr.

SEALER OF WEIGHTS & MEASURES

Richard Luma

GRAVES REGISTRATION OFFICER

David Badger

APPOINTMENTS BY TOWN ADMINISTRATOR

**ASSISTANT TOWN ADMINISTRATOR
FOR FINANCE & BUDGET (AAFB)**

Bonnie Mae Holston

BUILDING COMMISSIONER

Roland Bernier

HIGHWAY OPERATIONS MANAGER

James Clyde

INFORMATION SYSTEMS MANAGER

Nancy Glencross

MAINTENANCE SUPERVISOR

William Cole

BOARD APPOINTMENTS BY BOARD OF SELECTMEN

NASHOBA VALLEY TECH. HS.

Augustine Kish

Robert LaVallee -Alternate

MAPC REPRESENTATION

David Newton

REGISTRARS OF VOTERS

Diane Crory, Town Clerk
Katherine Petkewich
Sandra Clyde
Ellen Banks

PERMANENT MUNICIPAL BUILDING COMMITTEE (5 Year Term)

Joseph Collentro	2009
Mark Mizzoni	2009
Richard Crowley	2009
Ronald Catella	2010
Jeff Feehan	2013
Joseph Collentro	2013

COMMISSION ON DISABILITY

George Sanders
Ivy Sanders
Randall Benoit
Barttlet Harvey

CULTURAL COUNCIL (3 Year Term)

Margaret Low, Secretary	2011
Kim Ahern	2011
Steve Glines	2011
Andrews Bowers	2010
Prudence Ursch	2011
Diane Haduch	2012
Steve Anderson	2012

CONSERVATION COMMISSION (3 Year Term)

Ian Gunn	2010
Carl Melberg	2009
Frank Matheson	2010
James Pickard	2009
Dan Lord	2009
Sarah Seaward	2011
Peter Tierney	2011

BOARD OF APPEALS (3 Year Term)

William Farnsworth	2010
Julia Adam	2010
Sherrill Gould	2010
John Cantino	2011
Jeffrey Yates	2011
Cheryl Hollinger, Alternate	2009
Rod Stewart, Alternate	2010
Marc Saucier, Alternate	2010
Matthew Field, Alternate	2010

MBTA ADVISORY COMMITTEE

Steve Sussman
Barbara Boothby
Ron Catella
Pat Schauberger

CABLE ADVISORY COMMITTEE (7)

Mildred McGovern
Barbara McRae
Alan McRae

David Sill
Ron Martin
Ronald Spinozzi
Alan Hoff

TIF COMMITTEE

Savas Danos
Kenneth Eldridge
Kenneth Mildren

Fred Fruend
Janet Lavigne
David Stevens

AGRICULTURAL COMMISSION

Jamie Cruz-Farmer	2010
Alex Campbell -Farmer	2010
Peter Yapp –Farmer	2009
Daniel Pickard-Farmer	2009
Kenneth Banks-Non-farmer	2010
John Mitchell- Non-farmer	2010
Linda Cantillon- Non-farmer	2009
Janet Dutcher – Alternate Member	
Amanda DeFreest-Alternate Member	
Jill Brown-Alternate Member	
Julianne Lucus-Alternate Member	
Richard Carter-Alternate Member	

COMMUNITY PRESERVATION COMMITTEE

Dan Lord- Conservation Commission
John Bowers-Historical Commission
Geralyn Miller- Park & Recreation Comm
Gregg S. Champney- Planning Board
Michael Morey-Housing Authority
Board of Selectmen (4 appointees)
Jef Feehan (6/30/2011)
Doreen Morse (6/30/2011)
Mit Wanzer (6/30/2010)
Elliot Putnam (6/30/2009)

CABLE ADVISORY COMMITTEE

Mildred McGovern
Barbara McRae
Alan McRae
David Sill
Ron Martin
Ronald Spinozzi
Alan Hoff

HISTORICAL COMISSION

Pamela Campbell
Maureen Cahill
Charles Howe
Walter Higgins
Donna White
Ron Goddard
John Bowers

OPEN SPACE IMPLEMENTATION COMMITTEE

Peter Church
Kimberley Harriman
David Outman
Vera Cohen
Gary Austin

FINANCE COMMITTEE

Kenneth J. Adam -Selectmen 2009
Tyler A. Gray -Selectmen 2009
David Stevens -School Com 2009
Fred Faulkner -Water & Light 2010
Richard Montminy –Moderator 2010
Allen McRae -Board of Assessors 2011
Elliot Putnam, Secretary -School Comm 2011

CLEANLAKES COMMITTEE

Jonathan Folsom, Chairman
Dan Lord, Conservation Commission
Leon Weaver, Spectacle Pond
Susan Silberberg
Steven Sussman, Mill Pond
Elliot Putnam, Mill Pond Alternate
Charlie Bush, Lake Matawanakee
Advisor: Savas Danos, LELWD

COUNCIL ON AGING (3yr)

Rosemary Dibacco	2009
Vilma Sorgente Odiet	2009
George Sanders	2009
Mary Dugan	2010
Louise Curley	2010
Norman Berry	2010
Mary Catalanotto	2010
Robert Stetson	2011
Barbara Kamb	2011
Mary Kaye	2011
Vacancy	2011

PUBLIC SHADE TREE COMMITTEE

Frederick Findlay
Kim Ahern

TOWN FOREST COMMITTEE

James Clyde, Tree Warden
Kathy Stevens
Jeff Menzigian, Associate Member

PERSONNEL BOARD

Allen McRae, Finance Comm.	2009
Alex McCurdy, Selectman,	2009
Kathy Coughlin, Employee Rep	2009
Roland Bernier, Depart head Rep	2009
Joseph Gaffney, Citizen	2009
Don O. Smith, Citizen	2010
Town Administrator <i>ex officio</i>	

SIGN BYLAW REVIEW COMMITTEE

Janet Wilkinson , Board of Selectmen Rep
Richard P. Crowley, Planning Board Rep
Rod Steward, Board of Appeals Rep
Lisa Hesch, Business Owner
Vacant, Business Owner
Henry Christle, Citizen
Carla Smith Picariello, Citizen

SPECIAL WEIGHER**W. J. GRAVES CONSTRUCTION**

Steve Barinoski
Ed Nowers

SPECIAL WEIGHERS - FLAME

Arthur D. Keown
Janet M. Keown
Daniel Tarves
John Tarves

KRAFT FOODS SCALE OPERATORS

Gail Dandy
Calvin Brown
Domenic Carhnidi
Ronald Farnsworth
Larry Hess
Thomas Hess
Larry Hetu

SPECIAL WEIGHERS**AGGREGATE INDUSTRIES**

Lonnie Brown	Steven Martin
Chad Abramson	James Nicosia
John Gintner	Nicholas Signoretti
Mark Landry	Kathy Ubersohn
Dawn Schildt	Andrew Edmiston

Ron Abramson

BOARD OF SELECTMEN

Overall Littleton and the Board of Selectman have had and continue to have a very successful year. Working harmoniously together, and with other boards and commissions, the Selectmen are in the process of fulfilling goals set back in May of 2008. Even under the current fiscal challenges, we continually settle budgets town wide, have developed a comprehensive road plan, have not initiated any operating overrides, have encouraged and seen visible business growth, set in motion an ethics policy, and have broken ground on a new Police Station.

Littleton, like other communities, is dealing with the economic climate that exists nation wide. Littleton is fortunate to have a team of professionals from the Finance Dept, FinCom, department heads to the committees, boards and commissions that communicate together to deal with financial pressures. The Board of Selectman is striving to keep our financial status under control without reducing town services that our residents expect and deserve.

We continue to work to establish a strong and vibrant economic community while still maintaining the much desired country community atmosphere. MassDevelopment is assisting the Town on a traffic and transportation analysis of the Town's Priority Development Sites, IBM and Cisco. The plan includes a study of the Rte 119 corridor from Beaverbrook Rd to Powers Rd and Rte 110 from Baldwin Hill Rd to the Westford line. The Metropolitan Area Planning Council (MAPC) will be preparing information for an overlay zoning district proposal for the area comprised of the IBM (National Development) property, the Cisco Systems land and Littleton Common. The Town is carefully examining other sections of our commercial community in efforts to promote the type of industries we desire. Plans are underway to have Littleton's first hotel built on property on Monarch Drive. This will bring in additional revenue through room taxes. The town is also currently involved in discussions with the Massachusetts Secretary of Housing and Economic Development to pursue positive clean development along the Rte 495 corridor.

In December, we were hit with the ice storm of the century. This spectacular storm caused extensive damage to our power system and left our roads littered with tree debris. Due to the expert, efficient & timely work of our Electric Department, Littleton was fully powered within three days, the highway department had the roads cleared and open within a day, and the fire and police had all emergencies under control. The Fire Dept was also out straight with flooded basements. FEMA added Middlesex County to the major disaster area which qualifies Littleton under the Public Assistance program

The storm also put our newly formed Littleton Medical Reserve Corps into action for the first time. This group has proven to be a valuable asset to the town.

The Board put into place a multi-year road improvement plan that will tackle the many roadways that have fallen into disrepair, with funding all within the limits of Proposition 2 ½. In December, the Board voted to authorize execution of the funding agreement with MassHighways for the reconstruction of Goldsmith Street. On June 26, 2008, the State had approved \$4.2-million in state and federal funds for the Goldsmith Street project.

With the completion of the new Middle School, the town is now involved with a feasibility study for repairs at the Russell Street School; and in the month of December the ground breaking for new Police Station took place.

The Board of Selectmen reconvened the Town Government Study Committee, and received its progress report on June 2, 2008, indicating progress made in implementing the fourteen recommendations in its June 5, 2007 report.

The Board formed a Sign By-law Committee that is in the midst of an in depth study of our current signage, from current regulations and enforcement to examinations of sign policies in other communities. It is the hope of the Board that this Committee develops a sign by-law that meets the needs of the business and commercial community while setting forth regulations that will have signs be attractive and blends in with the surroundings and have it ready for the fall Town Meeting.

All in all it has been an active year for the town and the Board of Selectman continues to work together to set and accomplish goals for the benefit of the town of Littleton and its residents.

Joseph S. Knox, Chairman

TOWN ADMINISTRATOR

I am pleased to submit this, my second, report as Town Administrator for the Town of Littleton.

Economic Development. As IBM began to occupy its new world software campus at 500 King Street in 2008, Town officials continued to work closely with state government to help achieve Littleton's vision for promoting economic development that is consistent with community character.

With funding from the State's Interagency Permitting Board, for implementation of expedited permitting in Littleton, the Board of Selectmen and Planning Board are working with MassDevelopment and BSC Group on the transportation study of the Town's Priority Development Sites, IBM and Cisco. The study will evaluate the transportation impacts of a fully occupied IBM site (2,200 employees over the next 18 months) and various alternative development scenarios for the undeveloped 90-acre Cisco Systems property

As a next step, the Metropolitan Area Planning Council (MAPC) will be providing the Town with planning assistance under the District Local Technical Assistance (DLTA) program for preparation and implementation of an overlay zoning district proposal for the area comprised of the Cisco Systems property, the IBM (National Development) site, and Littleton Common.

At the invitation of the State's economic development secretary Greg Bialecki, local officials from Littleton, Westford, and Boxborough have launched a series of meetings with the secretary to explore ways to coordinate state and local efforts for economic development in the I-495 @ Route 2 region.

New Police Station Construction Begins. Construction began on a new police station at 500 Great Road, thanks to support by Town voters for both design and construction costs in 2008. Supplemental design

funds of \$300,000 were approved at the May 5, 2008 Special Town Meeting, with a debt exclusion ballot question approved at the May 10, 2008 Annual Town Election, by a margin of 802 to 497. Following overwhelming support by October 20, 2008 Special Town Meeting voters for borrowing \$6.28-million for construction, November 4, 2008 election voters approved a debt exclusion ballot question by a margin of 2,889 to 2,021. The groundbreaking ceremony for construction of the new police station was held on Friday, November 21, 2008 at 10 AM at the 500 Great Road building site.

Roadway Improvement Plan; State Funds Secured for Goldsmith Street. To address the condition of local roads in Littleton, the Board of Selectmen voted on March 10, 2008 to support an \$8-million roadway improvement plan, which would be funded inside the property tax levy limit, without any overrides of Proposition 2 1/2. The funding plan includes use of some \$500,000 per year in operating budget monies, and an estimated \$260,000 in Chapter 90 highway funds from the State. May 5, 2008 Town Meeting voters approved initial borrowing of \$1-million for this project. On June 26, 2008, the Boston Region Metropolitan Planning Organization (MPO)'s Transportation Planning and Programming Committee formally adopted amendments to the Federal Fiscal Year 2008 TIP (Transportation Improvement Plan) which included \$4.2-million for Goldsmith Street, Littleton. The construction bid came in at \$3.212-million, and the standard "110%" contract executed between the Town and the State requires the Town to cover expenses incurred at 10% above that, or greater than \$3.534-million. The project, which commences in the spring of 2009, consists of improvements to Goldsmith Street from the intersection with Route 2A/110 to the intersection with Shaker Lane, a distance of approximately 1.45 miles. Sidewalk and landscaping improvements will also be provided.

Town Hall Office Space Reconfiguration. The recommendation of the Town Government Study Committee to "reconfigure the layout of the Town Hall to enable more effective interaction among similar departments (finance, permitting, etc.) and to improve service to the public" was implemented in 2008. Working with affected boards and departments, the Town awarded a construction contract for rehabilitation of the Town Offices at 37 Shattuck Street, allowing all regulatory boards and departments to be located in adjoining office spaces on the third floor, and all finance departments on the second. This reconfiguration also allowed the Council on Aging to expand its space on the second floor of 33 Shattuck Street.

Performance Appraisal System. Over the past year, the Personnel Board and the Administration have been working with our personnel consultant, Human Resources Services, Inc., Andover, to develop a new uniform performance appraisal system for employees subject to the Personnel By-law. The Town Code provides in Chapter 3, Section 4 that "The Town Administrator shall administer the Town's performance review process in order to ensure consistent reviews across all departments." The TA has responsibility for conducting appraisals of those reporting directly to him, for overseeing the review process for employees who report to a department heads, and for providing input for employees who report to Town boards. Training was held for non-union employees subject to the Personnel By-law, and their appointing authorities, including boards and commissions. The Town Administrator will be working closely with affected employees and their appointing authorities in implementing this new system.

Town Government Website. For a second year in a row, the Town of Littleton's website — www.littletonma.org — has won an e-Government Award from Massachusetts Common Cause's Campaign for Open Government. Much information about your Town government is available there. Check out the "TA blog" which has frequent updates.

Let me express my appreciation to the Board of Selectmen for their appointment, and my special thanks to all Town employees, board members, and volunteers—and to the citizens of Littleton—whom it is our privilege to serve.

Keith A. Bergman, Town Administrator

BOARD OF APPEALS

The Littleton Board of Appeals heard nineteen petitions during 2008. The petitions presented at these hearings were distributed according to the following classifications:

Six petitions were for special permits, all of which were granted:

Thirteen petitions were for variances, six of which were sign variances. Of those two were denied, two were allowed, one with significant modifications, one was withdrawn and one was granted for a temporary period only. Of the seven remaining variances, four were allowed, one was denied and the remaining two, one was a modification of a prior variances and one was granted for a temporary use.

The three comprehensive permits previously granted by the board underwent considerable review and monitoring when one of the developers filed bankruptcy and the real estate market affected sales and demand on all units under construction. The board was instrumental persuading the new developer and the department of housing and urban development to honor the commitments made to the successful affordable unit lottery applicants, three of whom took title and possession during the year.

The board nominated a representative to a newly formed committee to review the sign bylaw. Several board members participated in training seminars.

Application fees for 2008 totaled \$5,350.00.

The organization of the board for 2008 was:

Members

Sherrill Gould, Chairman
William Farnsworth, Vice chairman
Julia Adam, clerk
John Cantino, Assistant Clerk
Jeff Yates

Alternates

Matthew Field
Cheryl Cowley Hollinger
Rod Stewart
Marc Saucier

BOARD OF ASSESSORS

The primary function of the Board of Assessors Office is to fairly value real estate for the purpose of taxation. By statute, the Massachusetts Department of Revenue compels municipalities to closely reflect market values in their assessments. The Town of Littleton, experiencing tremendous growth as well as a rapidly changing market, has achieved that goal through the hard work and planning of the Assessor's staff.

2008 was an interim adjustment years and saw a decrease in residential values, a reflection of the housing crisis under way in the U.S. and illustrative of the housing market trends during 2007. The Board

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received a limited number of abatement requests this year, indicative of the effort made to provide reliable assessments.

As always, Anita Harding and Lorraine Freitas continued their excellent work for the Board, performing many functions which are often outsourced by other communities. Their dedication and hard work, along with that of Ken Mildren, allow Littleton to maintain many assessing functions in-house for greater control and efficiency. Unlike other area communities, the Littleton staff handles their commercial and personal property valuations. This also provides a significant cost savings to the Town.

The Assessors Office hours are Monday through Friday 8:30 to 3:00. Citizens may contact the Assessors Office with any questions or concerns at (978)952-2309.

BOARD OF ASSESSORS

Frederick J. Freund, Chairman
Brian Wright
Pamela Campbell
James Stephen Winroth
Will Ingham

TAX COLLECTOR

Below is a list of tax balances as of January 1, 2008 and ending December 31, 2008, as reported.

	Debit	Credit	Uncollected
Tax Year 2002-2005			
<u>Uncollected as of Jan 1, 2008</u>			
Personal Property	\$963.10		
Motor Vehicle Excise	14,113.47		
Refunds	<u>86.37</u>		
Total Debit	\$15,162.94		

Collected

Motor Vehicle Excise	\$1,960.85
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Uncollected as of Dec 31, 2008

Personal Property	\$963.10
Motor Vehicle Excise	<u>12,238.99</u>
Total Uncollected	\$13,202.09

Tax Year 2006

Uncollected as of Jan 1, 2008

Personal Property	\$3,448.14
Motor Vehicle Excise	26,840.23
<u>Refunds</u>	<u>260.14</u>

	Debit	Credit	Uncollected
Total Debit	\$30,548.51		

Collected

Motor Vehicle Excise	<u>\$8,840.46</u>
Total Collected	\$8,840.46

Abated

Personal Property	\$3,448.14
Motor Vehicle Excise	<u>254.78</u>
Total Credit	\$3,702.92

Outstanding as of Dec 31, 2008

Motor Vehicle Excise	<u>\$18,005.13</u>
Total Uncollected	\$18,005.13

Taxes Year 2007

Uncollected as of Jan 1, 2007

Real Estate	\$103,356.44
Street Betterment	23.82
Street Betterment Interest	10.72
Personal Property	3,648.94
Motor Excise	48,746.09
Motor Excise Commitment	32,381.29
Motor Excise Refunds	<u>2,840.65</u>
Total Debit	\$191,007.95

Collected

Motor Vehicle Excise	<u>\$63,475.92</u>
Total Collected	\$63,475.92

Abated

Personal Property	\$3,306.28
Motor Vehicle Excise	<u>3,593.61</u>
Total Abated	\$6,899.89

Tax Title

Real Estate	\$103,356.44
Street Betterment	23.82
Street Betterment Interest	<u>10.72</u>
Total Tax Title	\$103,390.98

Uncollected as of December 31, 2007

Personal Property	\$342.66
Motor Vehicle Excise	<u>16,898.50</u>
Total Uncollected	\$17,241.16

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	Debit	Credit	Uncollected
Tax Year 2008			
<u>Uncollected as of Jan 1, 2008</u>			
Real Estate	\$10,996,816.52		
Supplemental Real Estate	30,640.92		
CPA	119,485.62		
Supplemental CPA	309.05		
Street Betterment	1,014.98		
Street Betterment Int.	417.71		
Water Betterment	11,651.86		
Water Betterment Int.	4,558.66		
Septic Betterment	10,163.34		
Septic Betterment Int.	6,441.87		
Electric Lien	4,025.87		
Water Lien	253.03		
Lien Charge	175.00		
Personal Property	43,862.42		
Personal Property Commitment	234,643.69		
Motor Vehicle Excise	1,111,547.49		
Real Estate Refund	72,380.63		
CPA Refund	818.49		
Motor Excise Refunds	<u>11,494.01</u>		
Total Debit	\$12,660,701.16		
<u>Collected</u>			
Real Estate	\$10,784,561.99		
CPA	117,409.86		
Street Betterment	967.33		
Street Betterment Interest	398.65		
Water Betterment	11,651.86		
Water Betterment Interest	4,558.66		
Septic Betterment	10,163.34		
Septic Betterment Interest	6,441.87		
Electric Lien	4,025.87		
Water Lien	253.03		
Lien Charges	175.00		
Personal Property	273,532.90		
Motor Vehicle Excise	<u>1,066,196.38</u>		
Total Collected	\$12,280,336.74		
<u>Abated</u>			
Real Estate	\$161,867.99		
CPA	2,375.77		
Personal Property	4,973.21		
Motor Vehicle Excise	<u>23,724.58</u>		
Total Abated	\$192,941.55		

	Debit	Credit	Uncollected
<u>Tax Title</u>			
Real Estate		\$75,990.08	
CPA		449.76	
Street Betterment		47.65	
Street Betterment Int		<u>19.06</u>	
Total Tax Title		\$76,506.55	

<u>Deferred</u>		
Real Estate		\$5,710.71
Total Deferred		\$5,710.71

<u>Uncollected as of Dec 31, 2008</u>		
Real Estate		\$71,707.30
CPA		377.77
Motor Vehicle Excise		<u>33,120.54</u>
Total Uncollected		\$105,205.61

TAX YEAR 2009

Uncollected as of Jan/1/2008

Real Estate	\$21,922,423.38
CPA	120,683.76
Street Betterment	956.60
Street Betterment Interest	366.96
Water Betterment	11,516.73
Water Betterment Interest	3,901.66
Septic Betterment	8,519.71
Septic Betterment Interest	5,076.88
Electric Lien	1,686.53
Water Lien	1,742.24
Lien Charges	275.00
Personal Property	659,453.68
Municipal Liens	7,900.00
Registry Markings	5,320.00
Tax Collector Fees	13,465.00
Motor Coach Fees	11,232.00
Tax Title Advertising	48.00
Advance Septic Betterment	4,200.00
Advance Septic Bett Interest	175.00
Advance Water Betterment	1,486.43
Advance Water Bett Interest	80.50
Duplicate Bill Fees	4,422.00
Interest	48,471.84

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	Debit	Credit	Uncollected
Real Estate Refunds	42,451.48		
CPA Refunds	<u>366.66</u>		
Total Uncollected	\$22,876,222.04		

Collected

Real Estate	\$10,282,775.00
CPA	59,592.17
Street Betterment Interest	1.15
Personal Property	205,245.30
Municipal Lien Certificates	7,900.00
Registry Marking	5,320.00
Tax Collector Fees	13,465.00
Advance Septic Betterment	4,200.00
Advance Septic Bett Interest	175.00
Advance Water Betterment	1,486.43
Advance Water Bett Interest	80.50
Motor Coach Fees	11,232.00
Tax Title Advertising	48.00
Duplicate Bill Fees	4,422.00
Interest	<u>48,471.84</u>
Total Collected	\$10,644,414.39

Abated

Real Estate	\$54,532.71
CPA	<u>535.69</u>
Total Abated	\$55,068.40

Deferred

Real Estate	\$5,740.27
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Uncollected As of Dec 31, 2008

Real Estate	\$11,621,826.88
CPA	60,922.56
Street Betterment	956.60
Street Betterment Interest	365.81
Water Betterment	11,516.73
Water Betterment	3,901.66
Septic Betterment	8,519.71
Septic Betterment Interest	5,076.88
Electric Lien	1,686.53
Water Lien	1,742.24
Lien Charge	275.00
Personal Property	<u>454,208.38</u>
Total Uncollected	\$12,170,998.98

2002-2005 Personal Property is owed by Jake's Auto Body owes \$963.10
2007 R Wilson & Assoc owe \$235.88 and Elisa Adams owes \$106.78

Motor vehicle excise is marked at the Registry of Motor Vehicles and no longer listed as part of this report. To obtain a balance on outstanding motor vehicle excise taxes call the office of the Tax Collector at 978-952-2349 or if you are marked at the Registry of Motor Vehicles call the office of Board of Selectmen.

CULTURAL COUNCIL

The Littleton Cultural Council, LCC, is a State-funded organization responsible for the disbursement of monies to local and regional projects in the arts and humanities.

The funding cycle for the LCC actually begins in the preceding year, with grant applications due in the fall, and granting decisions being made by the end of November. The selection process is never an easy one with requests sometimes adding up to over three times the amount of our State allocation. The Council is committed to providing Littleton residents with diverse opportunities for cultural enrichment—things from storytelling at the library to arts and crafts at the Fitchburg Art Museum. And, of course, the LCC sponsors its annual 4th of July Town Picnic at Fay Park..

2007 was no exception. Our Town Picnic featured a superb concert sponsored by the Littleton Rotary, who also helped arrange the use of New England Forestry Foundation's grill allowing us to sell hundreds of picnic lunches. Our thanks as well to the Littleton Fire Department for keeping us cool with their sprinkler. The Unitarian and Congregational Churches again allowed us to add pealing their bells to the day's festivities; and further thanks to the Unitarian Church for providing a backup venue for the concert in case of rain. There were fun children's games, including the perennial favorite sack race. We look forward to the upcoming Town Picnic in Fay Park on July 4, 2008. As always, there will be a free concert, family fun and a convivial community time.

Anyone interested in obtaining information about the LCC or in securing a grant application form for the 2009 cycle, should contact someone on the Council or check out the State Website at www.massculturalcouncil.org.

Respectfully submitted,
Andrew Bowers, Chair;
Kim Ahern;
Stephen Anderson
Steve Glines

TREASURER

Funds under care of the Town Treasurer as of June 30, 2008

General Fund	\$ 15,218,967.96
Chapter 32B Trust Fund	1,220,833.79
Law Enforcement Trust Fund	2,214.16
Arts Lottery	5,890.13
Conservation	185,978.91
Stabilization	1,442,458.82
Land Acquisition Fund	2,018.60
Electric Depreciation Fund	3,381,423.92
Electric Rate Stabilization Fund	7,463,773.27
Electric Retirement Trust Fund	904,925.25
Miscellaneous Performance Bonds	747,407.06
Trust Funds managed by the Trust Fund Commissioners	<u>3,615,588.93</u>
	\$ 34,191,480.80

Bond Issuance as of June 30, 2008

<u>Date of Issue</u>	<u>Issue</u>	<u>Original Amount</u>	<u>Current Balance</u>	<u>Maturity Date</u>
2/15/1999	Highway Equipment	\$ 169,600.00	\$ 15,900.00	12/1/2008
2/15/1999	Fire Equipment	150,400.00	14,100.00	12/1/2008
2/15/1999	Matawanakee Betterment Water Department	450,000.00	225,000.00	12/1/2018
2/15/1999	Ultrafiltration #1	2,235,000.00	920,000.00	12/1/2014
4/29/1999	Septic Loan Program #1 Light Department Operations	199,806.72	99,903.48	2/1/2017
12/15/1999	Center Light Dept - Op Center	2,500,000.00	1,430,000.00	1/1/2019
12/15/2007	refunding Light Dept - Op Center	(1,170,000.00)	(1,170,000.00)	1/1/2019
12/15/2007	refunding	1,248,000.00	1,248,000.00	9/15/2018
12/15/1999	Shaker Lane	4,670,000.00	2,695,000.00	1/1/2019

<u>Date of Issue</u>	<u>Issue</u>	<u>Original Amount</u>	<u>Current Balance</u>	<u>Maturity Date</u>
12/15/2007	Shaker Lane - Refunding	(2,205,000.00)	(2,205,000.00)	1/1/2019
12/15/2007	Shaker Lane - Refunding	2,352,000.00	2,352,000.00	9/15/2018
11/15/2002	Septic Loan Program #2	189,473.68	136,464.28	8/1/2020
1/15/2003	Land Acquisition - Morrison	1,768,000.00	1,240,000.00	1/15/2020
1/15/2003	Police Land	525,000.00	375,000.00	1/15/2022
1/15/2003	Sidewalks	150,000.00	60,000.00	1/15/2012
	Water Tank - Water			
1/15/2003	Department	1,332,000.00	980,000.00	1/15/2023
1/15/2003	High School	23,795,000.00	17,845,000.00	1/15/2023
	Waste Water Treatment			
5/15/2005	Facility	1,760,000.00	1,490,000.00	5/15/2025
5/15/2005	Land Acquisition - Hartwell	575,000.00	470,000.00	5/15/2023
	Nashoba Rd - Water			
5/15/2005	Department	350,000.00	290,000.00	5/15/2023
5/15/2005	Land Acquisition - Prouty	500,000.00	410,000.00	5/15/2024
7/15/2005	Cemetery Land	375,625.60	225,000.00	7/15/2010
10/1/2005	Clean Lakes	140,000.00	84,000.00	10/1/2010
	Land Acq - Frost Whit			
12/15/2007	refunding	322,175.00	322,175.00	9/15/2016
	Town Offices renovation -			
12/15/2007	refunding	256,550.00	256,550.00	9/15/2015
	Fire House renovations -			
12/15/2007	refunding	77,050.00	77,050.00	9/15/2016
	Ultrafiltration #2 -Water Dept			
12/15/2007	refunding	414,225.00	414,225.00	9/15/2016
1/15/2008	Middle School	7,554,000.00	7,554,000.00	3/15/2027
	Middle School - Low Interest			
1/23/2008	Loan	2,142,297.00	2,142,297.00	11/1/2028
		\$ 52,826,203.00	\$ 39,996,664.76	

The above report reflects the cash and bond balances of the Town as of June 30, 2008 under the care of Don Armstrong. Don has served the Town in a variety of positions over the years, most recently, over the

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past 4 years, as Treasurer. On behalf of the Town, I would like to thank Don for his many years of dedicated service and personally, for making my transition into the Treasurer's position a smooth one.

Steven Venuti, Treasurer

TOWN ACCOUNTANT

I hereby submit my report as the Town Accountant for the fiscal year ending June 30th, 2008. The report includes the Expenditure Budget vs. Actual, Revenue Budget vs. Actual and the Balance Sheet.

I would like to thank the Board of Selectmen and Town Administrator Keith Bergman for their support throughout the challenges of this past year. I would also like to thank Nancy Glencross – IT Coordinator, Rebecca Quinn – Tax Collector, Don Armstrong – Treasurer, Ken Mildren – Principal Assessor, Mary Barrett – Assistant Accountant as well as all the staff throughout the Finance Department.

This year's major undertakings involved the development of a financing plan for roadway improvements, the financial analysis for the new Police Station and Russell Street School renovations and the relocation of the Accounting and Treasury Offices to the second floor with the other Finance Departments.

I look forward to meeting the challenges faced by the community in the coming fiscal years by working with both the Town Administrator and Finance Committee to craft solutions that best serve the town.

Bonnie-mae Holston
Assistant Town Administrator for Finance and Budget

All Departments Revenue Report 07/01/2007 to 06/30/2008

100 - GENERAL FUND			
Account Description	Orig Budget	Amended	Actual Balance
PERSONAL PROPERTY TAX	453,943.00	453,635.18	307.82
REAL ESTATE TAX	20,669,474.00	20,287,175.15	382,298.85
TAX LIENS (TITLES) REDEEMED		81,552.23	-81,552.23
MOTOR VEHICLE EXCISE	1,028,000.00	1,126,068.98	-98,068.98
INTEREST AND PENALTIES	60,000.00	56,218.31	3,781.69
LIEU OF TAXES-	460,000.00	499,671.05	-39,671.05

All Departments Revenue Report

07/01/2007 to 06/30/2008

100 - GENERAL FUND			
Account Description	Orig Budget	Amended	Actual Balance
ENTERPRISE FUND			
MISCELLANEOUS FEES AND OTHER REVENUE		827.00	-827.00
STATE AID	4,536,361.00	4,551,795.33	-15,434.33
MEDICAID	45,000.00	68,783.52	-23,783.52
INTEREST ON REVENUE CASH	500,000.00	647,408.02	-147,408.02
SPECIAL ASSESSMENTS	32,842.00	13,088.30	19,753.70
SEPTIC BETTERMENTS	10,000.00	10,163.34	-163.34
MISCELLANEOUS FINES & FORFEITS		1,152.88	-1,152.88
MISC NON-RECURRING REVENUE	5,000.00	6,494.40	-1,494.40
TRANS FROM- CEM. SALE OF LOTS	12,000.00	12,000.00	0.00
TRANS FROM- AMBULANCE RECEIPTS	28,472.00	28,472.00	0.00
TRANS FROM- INT.PERPETUAL CARE	13,000.00	13,000.00	0.00
TRANS FROM- INT. J.GOLDSMITH	100.00	100.00	0.00
TRANS FROM- INT. C.HILDRETH	1,500.00	1,500.00	0.00
TRANS FROM- INT. L.JOHNSON	200.00	200.00	0.00
TRANS FROM- INT. L.H.ZAPPY	200.00	200.00	0.00
TRANS FROM- B.SAMPSON ANIMAL	500.00	500.00	0.00
TRANS FROM- CEM PERPETUAL CARE	85,500.00	85,500.00	0.00
TRANS FROM- OTHER	15,000.00	15,000.00	0.00
TRANSFER FROM - SPEC. REVENUE	196,966.00	196,966.00	0.00
0000 Total	28,154,058.00	28,157,471.69	-3,413.69

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All Departments Revenue Report

07/01/2007 to 06/30/2008

100 - GENERAL FUND			
Account Description	Orig Budget	Amended	Actual Balance
0122 Total SELECTMEN	20,000.00	18,518.71	1,481.29
0137 Total ASSESSORS	3,000.00	2,265.05	734.95
0138 Total TREASURER		459.04	-459.04
0139 Total COLLECTOR	35,272.00	41,522.00	-6,250.00
0161 Total TOWN CLERK	16,000.00	11,342.35	4,657.65
0171 Total CONSERVATION COMMISSION	4,000.00	390.00	3,610.00
0172 Total PLANNING BOARD	28,000.00	74,403.45	-46,403.45
0173 Total APPEALS BOARD	2,000.00	7,250.00	-5,250.00
0197 Total PARKING CLERK	4,000.00	4,815.00	-815.00
0210 Total POLICE	99,000.00	86,885.00	12,115.00
0220 Total FIRE	23,000.00	22,608.00	392.00
0251 Total BUILDING	107,000.00	294,646.90	-187,646.90
0420 Total HIGHWAY AND STREETS	6,000.00	6,178.38	-178.38
0422 Total CONSTRUCTION & MAINTENANCE		475.00	-475.00
0423 Total SNOW AND ICE		1,099.28	-1,099.28
0430 Total TRANSFER STATION	406,580.00	381,932.45	24,647.55
0512 Total BOARD OF HEALTH	6,000.00	4,356.00	1,644.00
0610 Total LIBRARY	2,500.00	2,497.48	2.52
100 Total GENERAL FUND	28,916,410.00	29,119,115.78	-202,705.78
655 Total AMBULANCE/EMS ENTERPRISE	305,000.00	309,573.59	-4,573.59
Grand Total	29,221,410.00	29,428,689.37	-207,279.37

100 - GENERAL FUND					
Account	Description	Orig Bud	Amended	Expend	Unencum Bal
0111 TOWN COUNSEL					
2 EXPENSE	100,000.00	37,000.00	134,687.78	2,312.22	
4	25,000.00		17,628.70	7,371.30	
Total 0111 TOWN COUNSEL	125,000.00	37,000.00	152,316.48	9,683.52	
0114 TOWN MEETING					
2 EXPENSE	100.00		100.00		
Total 0114 TOWN MEETING	100.00		100.00		
0122 SELECTMEN					
1 WAGE	35,774.36	2,480.00	38,170.18	84.18	
2 EXPENSE	14,000.00		13,970.20	29.80	
3 ARTICLE	102,089.86	104,543.00	156,539.51	50,093.35	
4					
Total 0122 SELECTMEN	151,864.22	107,023.00	208,679.89	50,207.33	
0123 TOWN ADMINISTRATOR					
1 WAGE	92,926.00	4,802.01	97,728.01		
2 EXPENSE	800.00	900.00	1,691.74	8.26	
Total 0123 TOWN ADMINISTRATOR	93,726.00	5,702.01	99,419.75	8.26	
0131 FINANCE COMMITTEE					
2 EXPENSE	1,000.00		110.00	890.00	
Total 0131 FINANCE COMMITTEE	1,000.00		110.00	890.00	
0132 FINANCE COMMITTEE-					
2 EXPENSE	150,000.00	-79,050.00		70,950.00	
Total 0132 FINANCE COMMITTEE-	150,000.00	-79,050.00		70,950.00	
0134 ACCOUNTANT					
1 WAGE	113,614.11	4,041.21	117,655.32		
2 EXPENSE	7,000.00		7,000.00		
3 ARTICLE	80,248.81	-9,677.30	63,225.00	7,346.51	
4	1,939.25		1,939.25		
Total 0134 ACCOUNTANT	202,802.17	-5,636.09	189,819.57	7,346.51	
0135 ANNUAL AUDIT					
2 EXPENSE	22,450.00	7,000.00	29,038.16	411.84	
Total 0135 ANNUAL AUDIT	22,450.00	7,000.00	29,038.16	411.84	
0137 ASSESSORS					
1 WAGE	135,828.42	1,345.96	137,174.38		
2 EXPENSE	6,700.00		4,873.21	1,826.79	
3 ARTICLE	748.80			748.80	
Total 0137 ASSESSORS	143,277.22	1,345.96	142,047.59	2,575.59	

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100 - GENERAL FUND					
Account	Description	Orig Bud	Amended	Expend	Unencum Bal
0138 TREASURER					
1	<i>WAGE</i>	109,546.72	3,898.99	113,445.71	
2	<i>EXPENSE</i>	6,800.00	4,800.00	11,183.11	416.89
3	<i>ARTICLE</i>	46,755.12		40,876.61	5,878.51
Total 0138 TREASURER		163,101.84	8,698.99	165,505.43	6,295.40
0139 COLLECTOR					
1	<i>WAGE</i>	63,960.00		63,304.88	655.12
2	<i>EXPENSE</i>	13,800.00		11,436.56	2,363.44
Total 0139 COLLECTOR		77,760.00		74,741.44	3,018.56
0154 INFORMATION SYSTEMS					
1	<i>WAGE</i>	64,500.00	-5,000.00	49,144.95	10,355.05
2	<i>EXPENSE</i>	68,850.00	5,000.00	73,828.04	21.96
3	<i>ARTICLE</i>	128.95			128.95
Total 0154 INFORMATION SYSTEMS		133,478.95		122,972.99	10,505.96
0156 TAX TITLE FORECLOSURE					
2	<i>EXPENSE</i>	12,000.00		11,939.81	60.19
Total 0156 TAX TITLE FORECLOSURE		12,000.00		11,939.81	60.19
0161 TOWN CLERK					
1	<i>WAGE</i>	57,636.00	413.20	58,049.20	
2	<i>EXPENSE</i>	1,500.00		1,365.12	134.88
Total 0161 TOWN CLERK		59,136.00	413.20	59,414.32	134.88
0162 ELECTIONS AND					
1	<i>WAGE</i>				
2	<i>EXPENSE</i>	8,200.00		8,200.00	
3	<i>ARTICLE</i>	2,402.90			2,402.90
4		1,686.10		1,686.10	
Total 0162 ELECTIONS AND		12,289.00		9,886.10	2,402.90
0171 CONSERVATION COMMISSION					
1	<i>WAGE</i>	15,683.00		10,696.18	4,986.82
2	<i>EXPENSE</i>	1,726.00		851.90	874.10
Total 0171 CONSERVATION		17,409.00		11,548.08	5,860.92
0172 PLANNING BOARD					
1	<i>WAGE</i>	40,956.94		40,531.58	425.36
2	<i>EXPENSE</i>	1,225.00		1,211.41	13.59
Total 0172 PLANNING BOARD		42,181.94		41,742.99	438.95

100 - GENERAL FUND					
Account	Description	Orig Bud	Amended	Expend	Unencum Bal
0173 APPEALS BOARD					
1 WAGE		5,638.00	182.44	5,631.43	189.01
2 EXPENSE		1,200.00		1,200.00	
Total 0173 APPEALS BOARD		6,838.00	182.44	6,831.43	189.01
0190 OTHER GENERAL GOVERNMENT					
2 EXPENSE		58,750.00	55,350.12	55,350.12	3,399.88
Total 0190 OTHER GENERAL		58,750.00	55,350.12	55,350.12	3,399.88
0191 SHATTUCK ST BUILDING					
1 WAGE		35,387.00	4,151.00	38,325.86	1,212.14
2 EXPENSE		185,000.00	2,800.00	187,614.09	185.91
4		51,460.66		17,490.83	33,969.83
Total 0191 SHATTUCK ST BUILDING		271,847.66	6,951.00	243,430.78	35,367.88
0192 POLICE/FIRE STATION					
2 EXPENSE		42,500.00	12,000.00	52,893.35	1,606.65
4		142.58		142.58	
Total 0192 POLICE/FIRE STATION		42,642.58	12,000.00	53,035.93	1,606.65
0193 PROPERTY & LIABILITY					
2 EXPENSE		316,250.00	-21,169.64	262,711.77	32,368.59
Total 0193 PROPERTY & LIABILITY		316,250.00	-21,169.64	262,711.77	32,368.59
0194 EMPLOYEE BENEFITS					
2 EXPENSE		2,546,737.00	-153,450.00	2,233,006.55	160,280.45
4		10,000.00		248.00	9,752.00
Total 0194 EMPLOYEE BENEFITS		2,556,737.00	-153,450.00	2,233,254.55	170,032.45
0195 GASOLINE					
2 EXPENSE		100,000.00	15,000.00	111,112.45	3,887.55
Total 0195 GASOLINE		100,000.00	15,000.00	111,112.45	3,887.55
0196 TOWN REPORTS					
2 EXPENSE		7,000.00		6,553.80	446.20
Total 0196 TOWN REPORTS		7,000.00		6,553.80	446.20
0198 CENTRAL COMMUNICATIONS					
2 EXPENSE		60,000.00		56,469.26	3,530.74
4		4,348.40		4,348.40	
Total 0198 CENTRAL		64,348.40		60,817.66	3,530.74
0199 COUNTY RETIREMENT BENEFITS					
2 EXPENSE		927,440.00	69,450.00	992,371.00	4,519.00
Total 0199 COUNTY RETIREMENT		927,440.00	69,450.00	992,371.00	4,519.00

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100 - GENERAL FUND					
Account	Description	Orig Bud	Amended	Expend	Unencum Bal
0199 COUNTY RETIREMENT					
2		927,440.00	69,450.00	992,371.00	4,519.00
Total 0199 COUNTY		927,440.00	69,450.00	992,371.00	4,519.00
0210 POLICE					
1	WAGE	1,113,434.00		1,111,429.58	2,004.42
2		86,308.00	10,220.00	95,222.70	1,305.30
3		51,911.13		51,911.13	
Total 0210 POLICE		1,251,653.13	10,220.00	1,258,563.41	3,309.72
0211 CROSSING GUARD					
1	WAGE	10,000.00		8,984.98	1,015.02
Total 0211 CROSSING GUARD		10,000.00		8,984.98	1,015.02
0220 FIRE					
1	WAGE	438,510.00		430,412.59	8,097.41
2		41,471.00		39,628.16	1,842.84
3		251,985.32		251,285.65	699.67
Total 0220 FIRE		731,966.32		721,326.40	10,639.92
0240 CONTROL CTR DISPATCH					
1	WAGE	243,125.00	33,173.01	265,793.09	10,504.92
2		19,602.00		19,598.10	3.90
Total 0240 CONTROL CTR		262,727.00	33,173.01	285,391.19	10,508.82
0251 BUILDING					
1	WAGE	87,748.46		87,748.46	
2		5,480.00		5,415.30	64.70
4					
Total 0251 BUILDING		93,228.46		93,163.76	64.70
0291 EMERGENCY					
2		1,000.00		192.00	808.00
4		300.00		224.14	75.86
Total 0291 EMERGENCY		1,300.00		416.14	883.86
0300 LITTLETON EDUCATION					
		13,610,489.00		12,838,236.87	772,252.13
		115,300.00		112,234.42	3,065.58
290		785,171.16		785,224.13	-52.97
295		30,877.23		30,824.26	52.97
Total 0300 LITTLETON		14,541,837.39		13,766,519.68	775,317.71
0301 NASHOBA REGIONAL					
2		581,714.00		581,714.00	
3			16,250.00		16,250.00
Total 0301 NASHOBA REGIONAL		581,714.00	16,250.00	581,714.00	16,250.00

100 - GENERAL FUND					
Account	Description	Orig Bud	Amended	Expend	Unencum Bal
0420 HIGHWAY AND STREETS					
1	WAGE	645,030.00		620,803.87	24,226.13
2	EXPENSE	65,692.00		63,753.28	1,938.72
3	ARTICLE	551,507.66		243,402.62	308,105.04
4		837.45		837.45	
Total 0420 HIGHWAY AND STREETS		1,263,067.11		928,797.22	334,269.89
0422 CONSTRUCTION &					
2	EXPENSE	52,700.00		50,501.97	2,198.03
4		240.00		240.00	
Total 0422 CONSTRUCTION &		52,940.00		50,741.97	2,198.03
0423 SNOW AND ICE					
1	WAGE	64,393.00		98,059.88	-33,666.88
2	EXPENSE	61,472.00		350,860.28	-289,388.28
Total 0423 SNOW AND ICE		125,865.00		448,920.16	-323,055.16
0424 STREET LIGHTING					
2	EXPENSE	30,070.00		30,070.00	
Total 0424 STREET LIGHTING		30,070.00		30,070.00	
0429 PARK MAINTENANCE					
2	EXPENSE	21,422.00		17,035.70	4,386.30
Total 0429 PARK MAINTENANCE		21,422.00		17,035.70	4,386.30
0430 TRANSFER STATION					
1	WAGE	62,008.00		60,394.44	1,613.56
2	EXPENSE	328,930.00		307,576.65	21,353.35
4		4,200.00		4,200.00	
Total 0430 TRANSFER STATION		395,138.00		372,171.09	22,966.91
0440 WASTEWATER MANAGEMENT					
2	EXPENSE	46,200.00	17,000.00	60,603.57	2,596.43
4		430.82		430.82	
Total 0440 WASTEWATER		46,630.82	17,000.00	61,034.39	2,596.43
0460 B & M RAILROAD CROSSING					
2	EXPENSE	2,806.00		2,805.62	0.38
Total 0460 B & M RAILROAD CROSSING		2,806.00		2,805.62	0.38
0490 CEMETERY					
1	WAGE	97,111.80	5,000.00	102,107.37	4.43
2	EXPENSE	27,700.00	-5,000.00	22,545.19	154.81
Total 0490 CEMETERY		124,811.80		124,652.56	159.24
0512 BOARD OF HEALTH					
1	WAGE	25,921.52		24,869.32	1,052.20
2	EXPENSE	1,235.00	57.20	1,292.20	
Total 0512 BOARD OF HEALTH		27,156.52	57.20	26,161.52	1,052.20

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100 - GENERAL FUND					
Account	Description	Orig Bud	Amended	Expend	Unencum Bal
0518 N.A.B.H.					
	2 EXPENSE	20,415.00	692.00	21,027.00	80.00
Total 0518 N.A.B.H.		20,415.00	692.00	21,027.00	80.00
0519 ANIMAL INSPECTOR					
	2 EXPENSE	1,300.00		1,300.00	
Total 0519 ANIMAL INSPECTOR		1,300.00		1,300.00	
0522 NURSING SERVICES					
	2 EXPENSE	7,944.00	238.00	8,182.00	
Total 0522 NURSING SERVICES		7,944.00	238.00	8,182.00	
0523 ELIOT CLINIC					
	2 EXPENSE	3,780.00		3,780.00	
	4				
Total 0523 ELIOT CLINIC		3,780.00		3,780.00	
0541 COUNCIL ON AGING					
	1 WAGE	51,513.24		49,333.86	2,179.38
	2 EXPENSE	16,389.00		16,132.29	256.71
	4	1,136.61		1,136.61	
Total 0541 COUNCIL ON AGING		69,038.85		66,602.76	2,436.09
0543 VETRANS' SERVICES					
	1 WAGE	5,000.00		5,000.00	
	2 EXPENSE	750.00		490.00	260.00
Total 0543 VETRANS' SERVICES		5,750.00		5,490.00	260.00
0544 VETERANS- BENEFITS &					
	2 EXPENSE	12,000.00		3,465.18	8,534.82
Total 0544 VETERANS- BENEFITS &		12,000.00		3,465.18	8,534.82
0610 LIBRARY					
	1 WAGE	333,257.08	6,862.92	339,905.96	214.04
	2 EXPENSE	65,700.00		65,700.00	
Total 0610 LIBRARY		398,957.08	6,862.92	405,605.96	214.04
0611 MERRIMACK LIBRARY					
	2 EXPENSE	27,138.00		27,138.00	
Total 0611 MERRIMACK LIBRARY		27,138.00		27,138.00	
0620 RECREATION					
	1 WAGE	76,875.00		76,875.00	
	2 EXPENSE	2,963.00		2,963.00	
	3 ARTICLE	13,500.00		13,200.00	300.00
Total 0620 RECREATION		93,338.00		93,038.00	300.00
0650 HISTORICAL COMMISSION					
	2 EXPENSE	1,500.00		1,500.00	
Total 0650 HISTORICAL COMMISSION		1,500.00		1,500.00	

100 - GENERAL FUND					
Account	Description	Orig Bud	Amended	Expend	Unencum Bal
0661 MEMORIAL DAY					
2		500.00		500.00	
Total 0661 MEMORIAL DAY		500.00		500.00	
0662 PATRIOTS DAY					
2		50.00		35.00	15.00
Total 0662 PATRIOTS DAY		50.00		35.00	15.00
0710 PRINCIPAL DEBT SERVICE					
2		2,100,328.00		2,099,702.24	625.76
Total 0710 PRINCIPAL DEBT		2,100,328.00		2,099,702.24	625.76
0715 INTEREST DEBT SERVICE					
2		1,436,373.00	-179,921.00	1,210,216.07	46,235.93
Total 0715 INTEREST DEBT		1,436,373.00	-179,921.00	1,210,216.07	46,235.93
0720 TREASURER INTEREST					
2		466,840.00	159,962.00	624,327.80	2,474.20
Total 0720 TREASURER INTEREST		466,840.00	159,962.00	624,327.80	2,474.20
0810 STATE AND COUNTY					
2		916,851.00		960,610.00	-43,759.00
Total 0810 STATE AND COUNTY		916,851.00		960,610.00	-43,759.00
Total 100 GENERAL FUND		30,827,116.46	134,745.00	29,655,741.89	1,306,119.57
0230 EMS					
1		142,225.00		105,586.37	36,638.63
2		149,227.00		93,059.88	56,167.12
4				2,214.76	-2,214.76
Total 0230 EMS		291,452.00		200,861.01	90,590.99
Total 655 AMBULANCE/EMS		291,452.00		200,861.01	90,590.99
Grand		31,118,568.46	134,745.00	29,856,602.90	1,396,710.56

Balance Sheet 07/01/2007-06/30/2008

<i>unaudited</i>	General Fund	Special Revenue Funds	Govern Grant Funds	Capital Project Funds	Electric Enterprise	Water Fund	Ambul Fund	Trust Fund	Agency Fund	Totals
ASSETS										
Cash	3,773,564.35	3,240,599.43	117,565.97	-96,753.96	17,908,260.68	278,092.61	353,886.41	6,607,070.00	386,316.39	32,568,601.88
Receivables	85,076.82	718,971.40	0.00	0.00	0.00	0.00	309,573.59	0.00	0.00	1,113,621.81
Property Taxes	431,573.25	2,167.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	433,740.59
Allowance for Abate & Exempt	-192,013.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-192,013.77
Tax Liens	205,790.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	205,790.42
Motor Vehicle Excise	158,242.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	158,242.40
Amts Prov for Pay of Bonds	0.00	0.00	0.00	0.00	0.00	2,624,225.00	0.00	0.00	0.00	2,624,225.00
TOTAL ASSETS	4,462,233.47	3,961,738.17	117,565.97	-96,753.96	17,908,260.68	2,902,317.61	663,460.00	6,607,070.00	386,316.39	36,912,208.33
LIABILITIES										
Liabilities	557,310.55	718,971.40	0.00	0.00	0.00	0.00	309,573.59	155,273.25	386,316.39	2,127,445.18
Def Rev Prop Tax	324,947.19	2,167.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	327,114.53
Def Rev Tax Liens	205,790.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	205,790.42
Def Rev MV Excise	158,242.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	158,242.40
L - User Charges / Liens	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bonds Payable	0.00	0.00	0.00	0.00	1,507,999.99	2,624,225.00	0.00	0.00	0.00	4,132,224.99
TOTAL LIABILITIES	1,246,290.56	721,138.74	0.00	0.00	1,507,999.99	2,624,225.00	309,573.59	155,273.25	386,316.39	6,950,817.52
FUND BALANCES										
FUND EQUITY	0.00	3,240,599.43	117,565.97	-96,753.96	16,400,260.69	278,092.61	353,886.41	6,451,796.75	0.00	26,745,447.90
Reserved for Encumberances	1,239,442.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,239,442.77
Reserved for Expenditures	713,976.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	713,976.00
Reserved for Deficits	-323,056.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-323,056.00
Designated	26,394.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26,394.44
Undesignated	1,559,185.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,559,185.70
BUDGETARY CONTROL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FUND BALANCES	3,215,942.91	3,240,599.43	117,565.97	-96,753.96	16,400,260.69	278,092.61	353,886.41	6,451,796.75	0.00	29,961,390.81
Total Liabilities & Fund Balances	4,462,233.47	3,961,738.17	117,565.97	-96,753.96	17,908,260.68	2,902,317.61	663,460.00	6,607,070.00	386,316.39	36,912,208.33

ELECTRIC LIGHT DEPARTMENT

The Board of Electric Light Commissioners is pleased to present the annual report of the Electric Light Department for the calendar year 2008.

The department continues to advance its tradition as a progressive public utility committed to quality, value and service. We consistently strive to retain our status as the region's low cost provider for residential customers, while offering superior customer service and outstanding value to the community.

This year, we marked the third anniversary of our four-day, ten-hour workweek, through which we save energy, lower costs and offer expanded customer service hours. The schedule utilizes the benefits of both a 4x10 workweek and the traditional 5x8 week by increasing business office coverage from 40 to 43 hours per week and electric and water operations from 40 to 50 hours per week. All employees still work a 40 hour week, with the added coverage accomplished through rotations. We take particular pride in leading by example, and believe that the best "green" program is one that consistently reduces energy consumption while maintaining or improving customer service.

In keeping our commitment to conservation, the department purchased a second hybrid Ford Escape, for use by the meter department. Our meter reader had been using a Toyota Prius, but found it difficult to access some of his required locations in the small vehicle. The Prius remains in service as the office staff car, replacing a Ford Taurus. Looking ahead, we hope to add more hybrids as older vehicles are retired.

Also this year, the department earmarked half of its annual \$5,000 math, science and technology grant to Littleton High School for the purchase of a golf cart, which students in the advanced engineering class are converting to solar power through the installation of panels on the cart's roof. Students expect the cart to be used by the athletic department to transport equipment and supplies to fields which are more remote from school parking, as well as to transport elder spectators.

On the personnel front, the department experienced a number of changes. Longtime employees Gil Finch (31 years) and Eileen Marcotte (24 years) retired after outstanding careers. Jon Stewart assumed the duties of General Line Foreman, while Mae Thompson was promoted to Staff Accountant/Office Supervisor. As part of the Light Department reorganization, Nick Lawler was promoted to Engineering and Operations Manager. To fully staff the line operations, which have been depleted over the last couple of years by retirements, the department hired Billy Auger, Matt McFarland and Todd Burnham.

Major department projects included establishing new services at the IBM Littleton Common site and at the Toyota dealership on Great Rd. Line crews are also nearing completion of the reconductoring of Massachusetts Ave. in Boxborough. And in Acton, where the department holds the streetlight maintenance contract, we completed a system-wide replacement of mercury vapor fixtures with metal halide ones that function at lower wattages but still improve light quality and cost less to operate.

Perhaps the department's biggest challenge – and greatest accomplishment – was our response to the ice storm of December 12. In three days' time, our crews restored power to nearly all of our customers in Littleton and Boxborough, working almost around the clock since the first outages from the storm occurred. At the height of restoration efforts, 10 line crews were in the field, working to energize main power lines before branching out to secondary and more isolated roadways. Through a mutual aid

agreement, crews from Georgetown, Wakefield, Middleton and Marblehead supplemented Littleton line crews, facilitating repair efforts. Office personnel and other employees manned phone lines and provided updates to customers who had come into the office, working in shifts to provide uninterrupted coverage over the three days.

In stark contrast to private utilities, we have consistently maintained our status as the region's low-cost electric utility, with our rates among the lowest in the state, at more than 37 percent lower than the average of private utilities. Statistics complied by the Massachusetts Municipal Wholesale Electric Company (MMWEC), which tracks the rates of both private and public utilities, show that our residential rates regularly beat the competition. For purposes of comparison, a Littleton customer using 750 kWh per month has a monthly bill of \$85.05. The same usage in Ayer, served by National Grid, cost \$120.63; while in Acton, served by NSTAR, that usage cost \$137.89

We provide annual financial and in-kind contributions in excess of \$800,000 to the town and support many programs and initiatives, including educational grants to the high school, GIS mapping, environmental and planning assistance, preservation and acquisition of open space, the annual holiday tree lighting on the Common, the senior citizen luncheon and elementary school field trips.

As an organization, LELD has always prided itself on being a progressive utility, using the latest tools and technologies to offer outstanding value for our services. We embrace our role as leading municipal citizens committed to projects and programs that enrich and enhance the quality of community life. Our record of performance, we believe, underscores the value of public power and the virtue of a progressive business posture. As we move forward, we are confident of our ability to further that tradition.

For more information, please visit our website, www.lelwd.com.

Board of Electric Light Commissioners

Craig Gruskowski, Chair
Joseph McCumber, Vice-Chair
Ivan Pagacik, Secretary/Clerk

Bruce Trumbull, Member
Thomas Rauker, Member

WATER DEPARTMENT

The Board of Water Commissioners is pleased to present the annual report of the Water Department for the fiscal year 2007.

This year, the department received its latest Water Management Act permit from the Massachusetts Department of Environmental Protection (MADEP). Of particular concern to us and to all water utilities across the state is the permit's requirement to begin a public education program to decrease residential consumption to less than 65 gallons per day (gpd) per person within five years. Let the message from the state be clear – regardless of a system's capacity, a utility's ability to withdraw water will be seriously restricted in an effort to meet conservation criteria.

While we have always planned successfully to meet the consumptive requirements of the community and will continue to explore new well sites and other means of increasing capacity, we must redouble our efforts to conserve water on our own, lest the state mandate more severe restrictions on its use.

Outdoor watering accounts for the greatest water use and is the most serious threat to a community's ability to meet the per capita residential standard. Daytime watering is not only costly, but largely ineffective. While we understand that people are trying to maintain their landscapes, this objective can still be met with much less water during the early morning or evening hours. Only one inch of water per week is sufficient to maintain a healthy lawn, so we ask that our customers use common sense when watering outdoors. We have tried to take a reasonable approach to water restrictions over the years, for most summers asking only for voluntary restrictions unless drought conditions dictated a mandatory program. Those days may be over if we don't make a genuine effort to reduce consumption.

Under our odd-even conservation program, odd numbered addresses are allowed to water on Tuesdays, Thursdays and Saturdays and even numbered addresses are allowed to water on Wednesdays, Fridays and Sundays. No watering is permitted on Sundays, giving the system a day to recover. When we have had to implement the program, it has been successful, with a high level of compliance. For that we are thankful, and appreciate your support.

Along with water restrictions, the department undertook a robust leak detection program and an equally aggressive meter modernization program to replacing aging water meters. All of these programs helped our utility meet the 65 gpd per person standard for 2007. As state mandates become more stringent and shrinking our carbon footprint becomes a way of life, these conservation efforts will play an increasingly important role in future compliance.

Two years ago, the department adopted an incremental rate structure designed to encourage greater water conservation, since customers who use less water pay lower rates. And while water rates have remained relatively stable, with only modest increases over the last few years, we have discovered that our rates are significantly lower than those of surrounding water systems. Looking ahead, we expect to bring our rates more in line with the industry in order to cover our costs and make capital improvements to insure the integrity of our distribution system.

The department, in association with the Clean Lakes Committee, continues to promote the installation of rain barrels, rain gardens, vegetative swales and other low impact development methods to control and recharge clean rainwater. Our rain barrel program has been a great success, and will continue in the spring. At \$45 each, these 55 gallon barrels are an inexpensive and efficient way to capture storm water runoff and use it for watering lawns and gardens. (If interested in a barrel, please call our office at (978) 486-3104.) Going forward, we expect to promote other methods, including the use of drought tolerant lawns and the addition of shade trees to reduce water use.

In addition to routine maintenance activities, our staff continues to perform a number of important functions, including the installation of new water services, the repair of emergency water main breaks and the monitoring of water quality. Our certified drinking water operators keep the Spectacle Pond Treatment Facility running efficiently through regular maintenance and equipment upgrades. The operators take several continuing education classes each year to retain their licenses. Both our operators and utility specialists are on call 24 hours a day, 7 days a week to respond to emergencies.

We are pleased to report that we had no instances of bacterial contamination this year. We believe that this is a direct result of a low-level chlorination program, a proactive approach to combating nuisance bacteria. Because of its success, we have begun an annual, seasonal program as a preventive measure.

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The department's accomplishments are chronicled in our annual Water Quality Report, which affirms our water is of the highest quality. As the stewards of an exemplary water quality program, we proudly present this report, which validates our efforts to provide clean, safe drinking water to our customers. For more information, please visit our website, www.lelwd.com.

Board of Water Commissioners

Craig Gruskowski, Chair
Joseph McCumber, Vice-Chair
Ivan Pagacik, Secretary/Clerk

Bruce Trumbull, Member
Thomas Rauker, Member

WATER BALANCE SHEET FOR 2008

<u>ASSETS</u>	<u>2008</u>	<u>LIABILITIES AND SURPLUS</u>	<u>2008</u>
<u>Current and Accrued Assets</u>		<u>Current and Accrued Liabilities</u>	
Assets			
Cash	\$ 267,772	Accounts payable	\$ 55,431
Accounts receivable	124,015	Current portion long-term debt	276,800
Accrued unbilled revenues	173,526	Accrued liabilities	84,110
Materials and supplies	<u>56,645</u>		
<u>Total Current and Accrued Assets</u>	<u>621,958</u>	<u>Current and Accrued Liabilities</u>	<u>416,341</u>
<u>Noncurrent Assets</u>		<u>Long-term Debt</u>	
Prepaid bond costs	118,880	Bonds payable	2,327,425
Total plant, at cost	12,675,168	<u>Contribution in Aid of Construction</u>	
Less: Accumulated depreciation	4,030,288	<u>Total Liabilities</u>	<u>2,743,766</u>
<u>Net Plant in Service</u>	<u>8,644,880</u>	<u>Net Assets</u>	
<u>Construction in progress</u>		Invested in capital assets, net of related debt	6,040,655
<u>Total Noncurrent Assets</u>	<u>8,763,760</u>	Unrestricted net assets	601,297
<u>Total Assets</u>	<u>\$9,385,718</u>	Total Net Assets	6,641,952
		<u>Total Liabilities and Surplus</u>	<u>\$ 9,385,718</u>

HIGHWAY DEPARTMENT

The Highway Department provides maintenance and improvements to 62 miles of Town roadways, operates the Transfer Station, administers contracts for the disposal of solid wastes and recyclables, maintains 62.5 acres of municipal recreation facilities and building grounds facilities (including school grounds), performs public shade tree removals, performs snow and ice removal operations and maintains the Department's equipment to accomplish these tasks.

EMPLOYEES:

The Highway Department consists of the following employees: James Clyde, Operations Manager; Katie Tocci, Administrative Assistant; Daniel Tebbetts, General Foreman; James DeVogel, Highway Working Foreman; Patrick Goddard, Park Working Foreman; Stanley Walker, John Malloy, Michael Hayes, Barry Nawoichik, Shawn Bernard, Jesus Benitez and Kevin LaFlamme(left in August), Equipment Operators/Truck Drivers/Laborers; William MacFadgen, Mechanic; Christopher Upperman, Transfer Station Operator; Phyllis Cormier, Assistant Transfer Station Operator and Eric K. Durling P.E. Town Engineer, (Part-time, now retired).

ROAD MAINTENANCE:

Annual maintenance of the Town's streets includes; street and sidewalk sweeping; cleaning out over 1200 catch basins; drainage structure repairs; pavement repairs; roadside mowing; tree trimming and tree planting; installation of street name signs and traffic control devices; painting street lines, parking lot lines, crosswalks, snow and ice removal on roadways, parking lots and various sidewalks.

PARK MAINTENANCE:

The Park division of the Highway Department is in charge of all grounds maintenance throughout the Town facilities (including school grounds). This consists of mowing and weed trimming of all grounds and the lining of all athletic fields. The Highway and Park division also installs and removes all the Town Beach docks, floats and ropes. The Park division is responsible for the removal of trash from a limited amount of public facilities throughout Town.

TRANSFER STATION:

The Transfer Station accepted 2354 tons (Decrease of 325 tons or 13.3% from CY-2007) of municipal solid waste for transfer and disposal at Covanta Energy in Haverhill, MA at a rate of \$80.85 per ton (3 % increase) (Last years rate was \$78.40 per ton). With your help the Town also accepted and recycled 1009 tons of general materials. (30% recycling rate)

ROAD RECONSTRUCTION:

The following road reconstruction projects were undertaken in 2008 by our sub-contractor Murray Paving and Reclamation of Holliston, MA:

Nashoba Trail (1,890 linear feet): A substantial road drainage system was installed and the old sub-standard drainage was removed, full depth reclamation of the pavement and sub-base, the sub-base was re-graded and the area was paved with 3 inches of bituminous asphalt pavement.

Juniper Road (615 linear feet), : A small drainage upgrade was installed, full depth reclamation of the pavement and sub-base, the sub-base was re-graded and the area was re-paved with 3 inches of bituminous asphalt pavement.

Lake Drive (900 linear feet) A small drainage upgrade was installed, full depth reclamation of the pavement and sub-base, the sub-base was re-graded and 3 inches of bituminous asphalt paving was installed.

Beach Drive (715 linear feet) Full depth reclamation of the pavement and sub-base, the sub-base was re-graded and 3 inches of bituminous asphalt paving was installed.

Lakeshore Drive (380 linear feet) Full depth reclamation of the pavement and sub-base, the sub-base was re-graded and 3 inches of bituminous asphalt paving was installed.

Ernies Drive (490 linear feet) The pavement at the entrance section of this road failed requiring; full depth reclamation of the pavement and sub-base, the sub-base was re-graded and 4 inches of bituminous asphalt paving was installed.

Manchester Drive (1,250 linear feet) and **Norfolk Drive** (320 linear feet) These 2 roads were accepted as Town roads through the betterment repair process. Starting in the winter the highway crews began the construction by removing trees. During the summer a large drainage system was installed and the sub-standard road bed material was removed and replaced with structural gravel road-base. The road was graded and a 2 inch bituminous asphalt base course was installed. The road will have the top course of asphalt installed in 2009.

10 YEAR ROAD REPAIR FUNDING PLAN:

The town embarked on an aggressive 8 million dollar, 10 year road repair funding plan. Year one of the plan was to start the Goldsmith Street reconstruction project that has been in the queue for federal “transportation improvement plan” funding dating back to 1999. The town voted in the affirmative to fund the first year of the road repair plan for Goldsmith Street as it appeared we were not going to be funded through the federal TIP program any time soon. Through a stroke of good luck and good timing of our Town Administrator Keith Bergman, he was able to get a revised submission to the TIP committee in time for a realignment of available funding for fiscal year 2009. The Town Administrator was able to negotiate with the TIP committee and offer some of the town road repair funding to get on the list for available funding. The TIP Committee voted to include the Goldsmith Street project in the funding package. The project has been bid and awarded to P J Albert of Fitchburg MA. A spring start for the project is anticipated. Thanks to everyone involved to make this long awaited project a reality.

CRACK SEALING:

Superior Sealcoat, Inc. of Wilmington, MA applied 9,771 gallons of crack sealer on various streets throughout town

NEWLY ACCEPTED PUBLIC WAYS:

Whitetail Way (3,700 linear feet)

EQUIPMENT REPLACEMENT/REFURBISHMENT:

A new Ford F-450 dump truck with plow was purchased

A new Camoplast sidewalk tractor with a plow and snow blower was leased to own

SNOW & ICE:

The worst ice storm in many years struck on the night of December 11th running into the 12th. Severe tree and utility pole damage occurred throughout the entire town. Almost every street was blocked by downed trees, tree limbs, utility poles and wires. Through a cooperative effort from all town departments and town residents, roads were opened as quickly as possible to allow the rebuilding of the infrastructure of our town. As a Highway department we are always thankful to be in a town where we can work together for the common goal of helping the community.

I would like to thank my hard working and dedicated employees for the many long hours of snow removal operations over the past year.

PRIVATE WAYS (SNOW & ICE REMOVAL):

21 petitions for snow & ice removal were received. 8 petitions were approved without conditions, 12 were approved with conditions and 1 petition was denied.

Respectfully Submitted
James E. Clyde, Operations Manager

BUILDING DEPARTMENT

The Building Department is pleased to report that during the calendar year 2008, fees were collected from building permits totaling \$424,844.00

New Commercial Construction	5
Commercial Addition / Renovation	0
New Residential Construction	63
Residential Renovation / Addition	53
Accessory Structure	32
Signs	19
Heating Appliance	36
Swimming Pools	4
Demolition	6
Miscellaneous	165
Certificate of Inspection	17
<hr/>	
Total Number of Building Permits Issued	383

The Building Department's charge is to oversee all construction, alteration, repair, and demolition throughout the Town. The Department reviews applications and issues permits for construction, repair, remodeling, and demolition and also issues final certificates of occupancy. The Department staff enforces by-laws and regulations related to zoning, building, plumbing, gas-fitting, electrical, and fire safety.

The Building Department also performs annual inspections in cooperation with the Fire Department of lodging houses, places of assembly, restaurants serving alcohol, daycare facilities, schools, nursing home, and other group residence occupancies prior to license renewal.

Many who have visited the Town Hall this past year know that the offices have been re-arranged. The Planning Board, Board of Health / Board of Appeals, Conservation Commission and Building Department now share office space. It is hoped that the new configuration will lend to a more user friendly one-stop permit process.

The calendar year 2008 showed vigorous activity in commercial construction while residential new house starts remained sluggish. Zoning enforcement as always remains active with the town diligently seeking a resolution in Superior Court for two ongoing issues.

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Residential Growth is a combination of detached single family dwellings and attached single family units as found in the 40B and Over 55 developments. Littleton Ridge, formally known as Charles Ridge has a new owner, and the project is smoothly proceeding to completion. It is hoped that the project will closeout sometime this year 2009. Mention should be made that this office took the initiative to file a formal complaint against the original architect of the project, a case presently being investigated by the State Board of Registration of Architects.

The forecast for Village on the Common isn't as upbeat, as the project has slowed to a standstill in this struggling economic climate. The two Over 55 developments have slowed but are maintaining a slight measure of activity through the winter months.

New residential addition construction remains strong for those homeowners deciding to improve rather than move. This along with miscellaneous improvements represents the majority of residential permits issued for 2008

Commercial activity on the other hand is very strong. The Toyota dealership recently received its final Certificate of Occupancy and the large warehouse on Distribution Way is complete and beginning to lease space. A daycare on Great Road and a new medical facility on King Street have received their final occupancies, and IBM has completed phase I of a multiphase project involving the fit-up of the old Digital facility. On the horizon is a new hotel to be located on Monarch Drive.

The Commonwealth of Massachusetts has introduced two new 7th edition building codes to replace the 6th edition building code. This not only introduced more current building restrictions in line with the national codes, but also a new format presenting some adjustment difficulties by all who use the codes. Every effort is being made to make the transition as smooth as possible. The upside to the new code is that Massachusetts is now viewed as having a current code (although already five years behind the national codes) by the Insurance Services Organization which rates states for the purpose of setting insurance rates.

The warnings regarding non-vented fossil fuel heating appliances bears repeating. Said installation requires specific built-in safeguards, and are restricted to areas not used as bathrooms and bedrooms. As with any non-vented fossil fuel appliance, caution should be exercised in their use as they introduce carbon monoxide gas into the living area. If you are contemplating using such a product, please contact this office or the Fire Department for more information.

In closing, I would like to thank all those individuals who, by their dedication and assistance, help provide the consistent service the Town of Littleton has come to expect from the Building Department. I would like to specifically recognize the efforts of the Inspector of Wires Mr. Booth Jackson and the alternate inspector Mr. Vincent Chant, the Plumbing and Gas Inspector Mr. Joseph Cormier and alternate inspector Mr. Wielenski. In addition, a thanks to Mr. Gabriel Vallante, acting as the alternate Building Commissioner, for providing the necessary services during my absence, and a special thanks to Ms. Maureen Adema who acts as the Administrative Assistant for the Building Department.

BUILDING DEPARTMENT OFFICE HOURS

Monday, Tuesday, Wednesday	7:30 a.m. - 3:30 p.m.
Thursday	7:30 a.m. - 6:30 p.m.
Friday	7:30 a.m. - 12:30 p.m.

ROLAND J. BERNIER
Building Commissioner/Zoning Officer
Telephone 978-952-2308

REPORT OF THE INSPECTOR OF WIRES

Please consider the following annual report of the Inspector of Wires for the year January 1, 2008 to December 31, 2008, collecting a total of \$216,624.05 in fees from 345 electrical permits.

New Homes	55
Commercial Buildings	78
Residential additions more than ten outlets	50
Residential additions less than ten outlets	55
New Service	58
Swimming Pools	4
Temporary Meters	8
Residential Security Systems	20
Septic System Pumps	6
Appliance Installation	9
Re-inspection	1
Annual Inspections	1

I have enjoyed serving the Town of Littleton in the capacity of Inspector of Wires and wish to thank all those concerned for their cooperation in helping me to execute my duties, and to Maureen Adema for the secretarial services throughout the year. A special thanks to Mr. Vincent Chant who acts as the alternate inspector during my absence.

Submitted by,
Booth D. Jackson, Inspector of Wires

REPORT OF THE GAS & PLUMBING INSPECTOR

As the Littleton Gas Inspector, I am pleased to report that 140 permits were issued collecting a total of \$11,032.50 in gas permit fees.

New Commercial	13
New Residential	48
Renovation	16
Re-inspections	0
Replacement	63
Void	0

As the Littleton Plumbing Inspector, I am pleased to report that 175 permits were issued collecting a total of \$32,647.00 in plumbing permit fees.

New Commercial	24
New Residential	51
Renovation	56
Re-inspections	0
Replacement	44
Void	0

Submitted by,
Joseph Cormier, Plumbing and Gas Inspector

INFORMATION SYSTEMS

Mission Statement:

The IT Department supports the technology needs of 18 town departments at 5 separate locations.

Completed Project:

Over the past year, the focus has been on improving the internal infrastructure at the Town Hall. Two new Windows servers were put in place in the Parks and Recreation Department. One of the servers is hosting a program called RecTrac, a fully integrated Parks and Recreation software. The program includes modules that automate activity, facility and league registration. The application increases efficiency and productivity, and provides management with extensive reporting and statistical data. The second server is host to the integrated internet software called WebTrac. WebTrac allows our patrons to have access to online inquiries, transaction processing and online payments.

In the Assessor's Department, a new server was installed to accommodate the latest version of AssessPro, a comprehensive Computer Assisted Mass Appraisal (CAMA) application that we've been using for more than 15 years. AssessPro features include real estate and personal property valuation models, document and photograph storage and integrated sketches along with many powerful assessment tools and reports. As part of the restructuring of the LELWD, Safety & Town computer networks, a new Exchange Email server was installed. We are now operating as a town wide, shared domain enabling more efficient communication and accessibility. All town employees have been migrated to Microsoft Exchange email. The town's e-government, award-winning website, continues to be a great source of online information. Over the past year it has developed into a consistent communication tool for our entire community. Our citizens have come to rely on town news, department information, reports, notices and up-to-date meeting and event calendars, as well as, the Board's and Committee's meeting agendas and minutes. We continue to encourage feedback and suggestions for the site.

Infrastructure & Inventory:

The town is served by a fiber optic Wide Area Network (WAN), provisioned by the Electric Light Department. The WAN has proved instrumental in providing remote administration and Information Technology (IT) support to all the town departments.

The Town Hall, Library, Cemetery and Parks and Recreation operate with 60 workstations and 5 Windows servers. The recommended nominal replacement rate for systems is 20% each year.

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*Nancy Glencross
Information Systems Manager*

TOWN COUNSEL

The role of Town Counsel is to provide accurate information about what the law requires, to advise Town officials and boards concerning the law, to protect the legal interests of the Town in the conduct of its affairs, and to represent the Town in judicial and administrative proceedings. This involves the research and drafting of legal memoranda, reviewing contracts and warrant articles, and answering questions on a wide variety of topics, as well as participating at various meetings and hearings.

The following is a list of the 2008-2009 judicial and administrative appeals.

- 1) ALLEN v. LITTLETON BOARD OF APPEALS, Superior Court MICV2008-00311-L2. An appeal of the Board's denial of the petitioners' request to overturn a decision of the Building Commissioner.
- 2) OMNIPOINT COMMUNICATIONS, INC. v. TOWN OF LITTLETON ET AL., US. District Court C.A. No. 06-11140-PBS and OMNIPOINT COMMUNICATIONS, INC. v. TOWN OF LITTLETON ET AL., Land Court 06-MISC-325883(CWT). These cases concern a proposed cell tower at 169 King Street. The U.S. District Court case has been closed administratively, but may be re-opened by either party, and the Land Court case has been stayed, while Omnipoint attempts to obtain permits for an alternative tower in Westlawn Cemetery.
- 3) HOOLE v. LITTLETON BOARD OF APPEALS and OMNIPOINT COMMUNICATIONS, INC., Land Court No. 08-MISC-389726 (KFS) and JUSKALIAN v. LITTLETON BOARD OF APPEALS and OMNIPOINT COMMUNICATIONS, INC., Land Court No. 08-MISC-390390. These two cases are appeals from neighborhood residents of the variance allowing Omnipoint's proposed cell tower to be within 300 feet of the nearest residential dwelling.
- 4) ANDREWS CROSSING, LLC v. LITTLETON BOARD OF HEALTH, Land Court 02-MISC-281893. An action seeking a declaration that the three-year freeze on the Board of Health's new regulations is tolled during the pendency of litigation against the Town. This case has been inactive since 2003.
- 5) BUTTERWORTH, et al. v. LITTLETON PLANNING BOARD, et al., Land Court Case No. 235237. The Plaintiffs appealed a decision of the Planning Board granting a modification to a special permit issued in 1994 to CVS. The modification would permit CVS to relocate a dumpster. The Town has filed a Notice of Appearance.
- 6) JOSEPH A. DICARLO, et al. v. LITTLETON PLANNING BOARD, Land Court Case No. 229270. The Plaintiffs appealed a decision of the Planning Board, ordering the modification of a thirty-five year old definitive subdivision plan. The case has been inactive since 1996.
- 7) ZAJAC v. KELLY, Mass. District Court Case No 0448CV0371. An appeal of Police Chief Kelly's revocation of Mr. Zajac's firearms license. This case has been inactive since March 2005.
- 8) ZAJAC v. KELLY AND TOWN OF LITTLETON, Superior Court WOCV2007-00803. An appeal of Police Chief Kelly's revocation of Mr. Zajac's firearms license. The Defendants have filed a Motion for Judgment on the Pleadings. The Court has scheduled a hearing on this motion for March 12, 2008.

ANNUAL REPORT 2008

- 9) LITTLETON POLICE DEPARTMENT v. LIPSMAN, Mass. District Court Case No. 042304. An appeal of a moving violation. This case has been inactive since April 2005.
- 10) CHARLES RIDGE REALTY, LLC, CHAPTER 11, US Bankruptcy Court for the District of Massachusetts, 07-40251-HB. On January 25, 2007 The Town filed a Notice of Appearance and request for service of documents.
- 11) MDM RODGERS FAMILY LP (d/b/a "THE BARKING DOG") v. LITTLETON PLANNING BOARD, Land Court No. 2008-PS-383639 (KFS). On January 12, the Court remanded this case back to the Planning Board so that the Applicant could present a revised version of its project.
- 12) AQUARIUS SANCTUARY CENTER FOR HIGHER LEARNING AND HEALING, INC. v. LITTLETON BOARD OF APPEALS, Land Court No. 08-MISC-378178 (CWT). This case concerns the Aquarius Sanctuary's claim that it is an educational use exempt from zoning pursuant to *M.G.L. c.40A, §3*. The discovery phase is nearing completion. Shortly after the close of discovery, the parties will have the opportunity to file dispositive motions. If no dispositive motion is filed, the case will be assigned for trial.
- 13) SILBERBERG V. TOWN OF LITTLETON. Land Court, #08-MISC-381783. Susan Silberberg is a Littleton resident who claims she has gained title to a parcel of land adjacent to her property through adverse possession. The Town is claiming ownership to the same land. The parcel of land in dispute is located at the corner of Lake Shore Drive and Aspen Drive, and extends from the southern border of Ms. Silberberg's lot southward to the shore of Long Lake. This case is currently in the discovery phase.

Miyares and Harrington
Littleton Town Counsel

POLICE DEPARTMENT

It is the mission of the Littleton Police Department to exist, in partnership with the community, and to enhance the lives of all the citizens of Littleton. We strive to create an atmosphere that is free of unlawful encroachment upon individual rights and to safeguard the lives and property of our citizens. We will accomplish this through mutual trust, honesty, impartiality and professionalism. This is the Mission Statement of the Littleton Police Department.

On behalf of the men and women of the Littleton Police Department I offer our sincere thanks for the continued support that you show us. 2008 was a milestone year for the Department as a result of the affirmative vote, by the attendees of Town Meeting and through a question on the Presidential Ballot, for the construction of a new Police Headquarters and 911 Call Center. The fact that this vote came within the present economic down-turn has not been lost within our excitement. We realize what you have done and continue to do for us and for that we are very grateful. The new station is beginning to take shape at 500 Great Road, the former site of Stan's Big Acres Farm Stand, and you will all be invited to the Ribbon Cutting and Open House before years end.

The economy has affected all of our lives, personally and professionally. The Littleton Police Department continues to strive to maximize the funding that we are afforded through the budget and

Town Meeting processes. We continue to operate within our budgeted means and provide the absolute best service we can with the resources provided. No matter what takes place within the budget process we will adhere to our principles and mission and focus on our service to our and your community.

You will note from the attached statistics that many of the most serious offenses have risen over the last year as a direct relation to the economy. Historically, as the nation's economy worsens, crimes associated with a drop in available personal funds, and the frustration attached to that fact, rise. We anticipate this trend to continue throughout this difficult economic time.

The one statistic that I would like to address, specifically, is the drastic increase in our reported Rapes. This unprecedented rise is the result of a long, and still active, investigation being conducted by the Littleton Police Department into the abuse of family members by one of their own. It is not the result of a person or persons victimizing random individuals within our community.

As we move through this difficult time we ask that you assist us in keeping you safe and secure in your community and homes. Be mindful of your surroundings and please report anything that you find suspicious, out of the ordinary, or obviously wrong, even if you feel it is "nothing". The effectiveness of the Littleton Police Department depends on your assistance and partnership.

Respectfully submitted,
John M. Kelly, Chief of Police
"If You Can't Stop, Waive"



Littleton Police Department
Updated February 23, 2009

Full-Time Employees	Date of Full-Time Employment	Date of Current Rank
John M. Kelly, Chief	08/27/84	08/03/98
Matthew J. King, Lieutenant	05/01/82	10/22/02
Pamela D. A. Cvitkovich (Admin. Asst.)	10/27/08	10/27/08
Robert R. Romilly, Sergeant	05/01/82	07/01/99
David P. Leslie, Sergeant	09/07/92	08/14/01
Lisa A. Bonney, Sergeant	09/01/98	07/01/03
Robert A. Raffaelo, Sergeant	03/01/99	10/06/08
Jeffrey J. Patterson, Detective	06/03/02	08/18/03
Matthew J. Pinard, SRO	07/18/02	07/14/03

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Full-Time Employees	Date of Full-Time Employment	Date of Current Rank
John M. Janakos, Patrolman	09/02/98	07/01/03
Robert J. Bielecki, Patrolman	07/18/02	07/18/02
Pablo S. Fernandez, Patrolman	12/10/02	12/10/02
Edmond D. Bussiere, Patrolman	10/01/06	10/01/06
Timothy M. W. Schaeffer, Patrolman	11/27/06	11/27/06
Patrick L. O'Donoghue, Patrolman	04/16/07	04/16/07
Justin M. Harriman, Patrolman	07/21/08	07/21/08
Manny Gonzalez, Patrolman	07/28/08	07/28/08

Police Department - Reserve Officers

Part-Time Employees	Date of Employment
Douglas J. Cook	11/14/77
Robert F. Sabourin	07/31/79
John P. Corbett	12/30/91
John M. Murphy	01/29/01
Scott R. Holt	05/01/05
Richard E. Landers	05/01/05
Gordon N. Clark	05/01/05

Control Center

Full-Time Dispatchers	Date of Employment	Date of Current Rank
Timothy G. Bemis, Supervisor	03/21/88	07/01/03
Samuel N. Welch, Comm. Officer	03/01/99	01/01/03
John M. Murphy, Comm. Officer	07/01/98	02/22/00
Brian M. Casey, Comm. Officer	06/12/08	06/12/08

Full-Time Dispatchers	Date of Employment	Date of Current Rank
Part-Time Dispatchers	Date of Employment	Date of Current Rank
David Lefebvre, PT Comm. Officer	08/30/01	08/30/01
Michele D. Allan, PT Comm. Officer	07/27/03	07/01/04
Alan Sundquist, PT Comm. Officer	09/13/06	09/13/06
Robert R. Raffaelo, PT Comm. Officer	03/01/99	03/03/07
Patrick L. O'Donoghue, PT Comm. Officer	04/16/07	07/22/07
Pablo S. Fernandez, PT Comm. Officer	12/11/02	04/12/08
Michelle L. Kettner, PT Comm. Officer	10/30/08	10/30/08

Incident Type <i>(Partial List)</i>	2004	2005	2006	2007	2008	Difference	% Change From Previous Year
Rape	3	2	1	2	7	5	250.00%
Assault and Battery	65	56	27	34	41	7	20.59%
Break and Entry	46	35	11	24	33	9	37.50%
Larceny	102	110	46	110	101	-9	-8.18%
Motor Vehicle Theft	9	7	3	3	5	2	66.67%
Vandalism	61	85	53	66	60	-6	-9.09%
Weapons Violations	9	7	4	5	4	-1	-20.00%
Drug laws	49	49	52	55	61	6	10.91%
Family Offenses	38	41	38	39	41	2	5.13%
Arrests	259	257	196	245	198	-47	-19.18%
Vehicle Tows	427	347	317	384	375	-9	-2.34%
Disturbances (Gnrl)	93	101	94	104	134	30	28.85%
Family Disturbances	38	54	33	50	49	-1	-2.00%
Noise Complaint	41	49	49	33	29	-4	-12.12%
Suspicious Activity	400	430	413	473	481	8	1.69%
Internet Crimes	3	7	17	19	22	3	15.79%
Building Checks	2011	1620	1863	2623	3859	1236	47.12%
Medical Emergencies	573	541	501	512	552	40	7.81%
Burglar Alarms	420	372	464	442	464	22	4.98%
MVA Personal Injury	39	45	43	44	37	-7	-15.91%
MVA Property Damage	232	223	145	163	180	17	10.43%
Total Calls For Svrs. (All incidents)	12818	10205	10206	11216	13476	2260	20.15%
Total Traffic Citations	3385	1317	2060	2244	2145	-99	-4.81%
Total Citation Fines	\$186,986.00	\$135,795.00	\$88,566.00	\$86,737.00	\$84,975.00	(\$1,762.00)	-1.99%

CONSERVATION COMMISSION

At the beginning of 2008, Barbara Chapin, the Administrator for the Conservation Commission retired after 21 years of working for the Commission. Barbara began her work in the town of Littleton as secretary to the Superintendent of Schools where she was then elected to the Library's Board of Trustees. The Commission would like to recognize Barbara's tremendous contribution to the Town during her many years of service.

In the spring the Commission did welcome a new Administrator Heather Haapanen. Heather comes to the Commission with several years of office and computer experience. Heather has shown continued growth in her understanding of the wetland laws of the state and is starting her certificate training though the MACC.

In between Barbara's retirement and Heather's official start at the commission our own Ian Gunn filled the shoes of the Conservation Administrator. Ian volunteered all his time for the Commission helping out in the office and off on site. Ian spent numerous hours in the office and at meetings. The Commission would like to thank Ian for all the hours he put in.

The summer months brought about big change for the Town Hall and the Conservation Commission. The reconfiguration of Town Hall brought the Conservation Commission up to the third floor to share offices with the Planning Board, Board of Health, and the Building Department to help with the expedited permitting process. Although the move did cause some people to be out of an office for a few days it is nice to have all the regulatory boards together.

The Littleton Conservation Commission continues to serve as the town agent for the Department of Environment (DEP) and for the stewardship of the town owned conservation lands. The commission reviews all DEP filings as they are submitted. Public hearings are held in the town conservation office and site visits are made to the appropriate property. When the commission approves the project design, the permits are issued.

Despite the economic standings through the year the Conservation Commission saw a raise in filings for the year. The Commission issued 24 Orders of Condition (permits), 10 Determinations of Applicability (permit not required), and 4 Certificates of Compliance (projects completed satisfactorily). There were a few commercial projects went before the Commission including Hilton Hotel and Suites and Acton Medical.

The Conservation Commission has responsibility for the Town owned conservation land. In this activity the Commission is considerably aided by Art Lazarus and his band of volunteer land stewards. Art contributes his considerable talents to both the Town and to the Littleton Conservation Trust, a private non-profit open space preservation organization. The Land Stewards help the maintenance and other activities at all the Conservation Commission's land and Conservation Trust Lands.

BOARD OF HEALTH

The Board of Health is responsible for the regulating or administering various environmental and public health regulations and laws. The most prominent issue is administering Title 5 of the State Environmental Code – On-site Sewage Treatment Systems. The Board of Health plays a prominent role in monitoring and preventing disease, preventing tobacco sales to minors, and preparing for emergency response. The five members of the Board of Health are elected for staggered three-year terms and attend meetings at least twice per month; during 2008 the Board held 28 meetings.

The Board is a member of Nashoba Associated Boards of Health (NABH). Technical assistance is provided by the Nashoba health agents. NABH licenses septic installers in accordance with Title 5, issues permits to drinking well contractors, investigates housing complaints in accordance with Chapter II of the State Sanitary Code, issues food service permits and conducts inspections. NABH conducts the weekly testing of Long Lake on the behalf of the Board of Health. The threat of the infectious disease of rabies is monitored by NABH. Nashoba Nursing and Hospice offers clinics and immunizations, investigates communicable diseases, and answers health questions from the public. Our Health Agent, Jim Garreffa, R.S., holds office hours in Littleton on Tuesdays 12-1 and Thursdays 9:30-10:30, and can be reached through the NABH office in Ayer at 978-772-3335. Additional services and contact information are available on their website www.nashoba.org.

Eliot Clinic of Concord provides mental health and lifestyle services for Littleton residents. The Board of Health intends to increase awareness of the Eliot Clinic so that more residents can take advantage of their services.

Animal health and the stable permitting process are monitored by our Animal Inspector, Frank Matheson.

All members are available to the public for questions at their homes. Mr. Cassinari and Mr. Yapp volunteered to handle more calls by posting their home phone numbers on the Board of Health website. Mr. Cassinari also serves as the Chair of the NABH Executive Committee. Additional public health information and contact information is available on the town website www.littletonma.org.

The Board's specific activity this year includes the following.

- Fees for our services such as septic permits generated in \$6,884.50
- 115 Signed Permits (34 new/increased flow, 43 upgrade/repairs, 38 transfer/extensions)
- Issued 10 Tobacco Permits, collected fines for two violations of selling tobacco to minors
- Issued 22 Stable Permits
- Monitored monthly and quarterly reports of private wastewater treatment facilities
- Reviewed building permit applications for compliance with Title 5
- Coordinated with Medical Reserve Corps and used funds available through Homeland Security to purchase emergency supplies. Mr. Cassinari and Mr. Frattallone represented the Board of Health on the Medical Reserve Corps

This year the Board of Health organized a Serve-Safe course for safe food handling procedures for local non-profit organizations that otherwise may not receive this training.

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The Board has been working to establish a Medical Reserve Corps in Town. The Board has appointed a Chairperson, Ann Loree and an Executive Committee. Known as the Littleton Volunteer Corps and Medical Reserve Corps the group has been responsible for public health education events throughout the year and assisted in the operation of the Emergency Shelter during the ice storm in December 2008.

The Board of Health reviewed and revised regulations to clarify the requirements for septic systems and to ease the permitting process for Littleton residents. The Board began discussion regarding regulations for the use of Outdoor Wood Fired Furnaces prior to the State of Massachusetts adopting similar regulations.

The Board of Health continues to be dedicated to serving the Town of Littleton and welcomes all comments that may assist us in improving our level of service.

Ted P. Doucette, P.E., Chairman

Peter Yapp, Vice-Chairman

Joseph Presti, Esq., Clerk

Peter M. Cassinari, Member

Gino Frattallone, Member

HISTORICAL COMMISSION

The Historical Commission is pleased to report that during 2008 it carried out its mission of preserving the unique history of Littleton and of making that history known to our residents. At our monthly meetings we planned and took actions to achieve these goals.

One of our most important activities is to conduct the annual Patriots Day Ceremony at Liberty Square. At that time we remember and honor the residents of Littleton who fought and died in the struggle for liberty as well as those who returned home to resume their lives. This year we were joined by the Minutemen of Boxborough who marched in the fife and drums and fired a volley.

We also continued planning our program of placing historic markers on houses and places. These are visible reminders of people and places who made Littleton what it is today.

During 2008 it was revealed by research of Town votes that the Commission was established with five members although we had been operating with seven. A vote at town meeting increased the number officially to seven.

We are especially pleased at the work of National Development in moving the Tuttle Huse when it was not wanted by IBM. Previously Hewlett-Packard, Compaq and Digital had used it as a conference center. This was preservation at its best.

Of grave concern to the Commission is the deterioration of historic properties that are privately owned. Although we have a six month demolition delay before a historic property can be demolished some have deteriorated to the point where they cannot be moved or put to some use. At present the Long Store is a concern. This was operated as a store in the early 1800's and has a marker that tells its story. The loss of this building would be a significant loss to the history of Littleton.

Walter Higgins, Chairman

Pamela Campbell, Vice Chairman

John Bowers, Secretary
Walter Crowell, Member

Ronald Goddard, Member
Donna White, Member

COMMISSION OF TRUST FUNDS

Market Overview

Markets were, as most of us are painfully aware, down dramatically in 2008 compared to where they ended in 2007. With housing concerns, troubles with mortgage-backed securities, a global virtual credit freeze, and an impending recession, both the Dow Jones Industrial Average and the Standard & Poor (S&P) 500 Index declined significantly in the second half of the year. The S&P finished the year at 903.25, a 38.5% decrease from 2007 and the Dow Jones Industrial Average ended the year at 8776.39, down 33.8% for the year.

Fund Performance

The Littleton Trust Funds began the year with a balance of \$3,713,131 after year-end adjustments and finished the year at \$2,864,230, an \$848,901 or 22.9% decline in the overall balance of the fund. The funds generated income in 2008 of \$106,703, up 5.5% from 2007.

Commissioner Comments

During 2008 the Commissioners made a strategic policy decision to engage a professional advisory firm to help manage the Fund's investments. After a formal request for proposal process, the Commissioners selected Bartholomew & Company. Bartholomew is the leading investment advisory to municipalities in Massachusetts and already manages many of the Town's other investments. After the creation of a formal investment policy guideline the funds were transferred to Bartholomew in September. Per the investment policy, Bartholomew has begun diversifying the portfolio, reducing the Fund's concentration in common stocks and contributing to the Fund's outperformance of the major stock market indices and increase in income generation.

The Commissioners, as administrators of the Frank M. Kimball, Second Fund, were pleased to award scholarships to the following citizens: Michael Demerjian, Alexandra Essman, Kimberly Scantleberry, Annalise Ogle, Jennifer Converse, and Tobias Friday. The Commissioners wish to thank the awards committee: Julia Adam and Larry Wenz, who screen the many applicants and provide the Commissioners with excellent recommended candidates.

The Commissioners wish to take this opportunity to thank Steve Venuti, Town Treasurer, for his valuable assistance this year as the funds underwent a number of significant reporting changes. We also wish to thank Don Armstrong, who retired from his position of Town Treasurer in 2008, for his years of service to the Commissioners.

Rick Hoole

Glen MacNeil

David Stevens

TRUST FUND INVESTMENTS

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NUMBER OF SHARES	COMMON STOCKS	MARKET VALUE 12/31/2008	DIVIDEND PER SHARE	ESTIMATED ANNUAL INCOME
2,700	Abbott Labs	\$144,099.00	1.44	\$3,888.00
875	AFLAC	\$40,110.00	1.12	\$980.00
2,850	Auto Data Processing Inc	\$112,119.00	1.32	\$3,762.00
1,000	Best Buy Inc.	\$28,110.00	0.56	\$560.00
2,687	Brown Forman Corp.	\$138,353.63	1.15	\$3,090.05
1,000	Chesapeake Energy Corp.	\$16,170.00	0.30	\$300.00
2,000	Chevron Corp.	\$147,940.00	2.60	\$5,200.00
3,600	Cintas Corp	\$83,628.00	0.46	\$1,656.00
2,000	Citigroup Inc.	\$13,420.00	0.64	\$1,280.00
1,000	Colgate-Palmolive Co.	\$68,540.00	1.60	\$1,600.00
3,225	Consolidated Edison Corp.	\$125,549.25	2.34	\$7,546.50
500	Costco Wholesale Corp.	\$26,250.00	0.64	\$320.00
500	Danaher Corp.	\$28,305.00	0.12	\$60.00
2,835	Emerson Electric	\$103,789.35	1.32	\$3,742.20
	Federal Home Loan Mtg Corp.	\$1,314.00	0.00	\$0.00
4,800	General Electric	\$77,760.00	1.24	\$5,952.00
2,400	Genuine Parts Co.	\$90,864.00	1.56	\$3,744.00
1,500	Iron Mountain Inc.	\$37,095.00	0.00	\$0.00
2,800	Johnson & Johnson	\$167,524.00	1.84	\$5,152.00
4,425	NSTAR	\$161,468.25	1.50	\$6,637.50
5,500	State Street Corp	\$216,315.00	0.96	\$5,280.00
10,000	Sysco Corp	\$229,400.00	0.96	\$9,600.00
4,325	Valspar Corp	\$78,239.25	0.60	\$2,595.00
2,000	Wal Mart Stores Inc.	\$112,120.00	0.95	\$1,900.00
	Total Common Stocks	\$2,248,482.73	78.5%	\$74,845.25
	Preferred Stocks			
1,900	Bank of America Corp	\$30,210.00	1.66	\$3,146.40
2,075	Barclays Bank	\$26,041.25	1.66	\$3,436.20
3,185	Citigroup Inc.	\$50,800.75	2.03	\$6,468.74
1,975	ML Capital Trust	\$35,234.00	1.84	\$3,641.90
	Total Preferred Stocks	\$142,286.00	5.0%	\$16,693.24
	Mutual Funds			
2,869.392	Fidelity Leverage Co	\$41,434.02	0.13	\$367.28

NUMBER OF SHARES	COMMON STOCKS	MARKET VALUE 12/31/2008	DIVIDEND PER SHARE	ESTIMATED ANNUAL INCOME
2,836.611	Keeley Small Cap	\$46,293.49	0.00	\$0.00
3,715.111	Allianz Nfj International Value	\$51,119.93	0.59	\$2,180.77
661.064	American Funds Capital Income Builder	\$27,453.99	2.09	\$1,382.95
2,864.616	Mutual Discovery A	\$63,880.94	0.36	\$1,039.86
6,971.489	Templeton Global Bond	\$78,080.68	0.54	\$3,764.60
	Total Mutual Funds	\$308,263.05	10.8%	\$8,735.46
	Corporate Bonds			
75,000	General Electric Capital Corp	\$76,005.75	5.00%	\$3,750.00
75,000	Verizon Penn Notes	\$73,455.00	5.65%	\$4,237.50
	Accrued Interest	\$1,020.64		
	Total Corporate Bonds	\$150,481.39	5.3%	\$7,987.50
	Money Market Mutual Funds			
	Prime Fund Capital Reserves	\$14,717.18	1.17	\$172.19
	Total Money Market Mutual Funds	\$14,717.18	0.5%	\$172.19
	Total Trust Funds	\$2,864,230.35		\$108,433.63

COUNCIL ON AGING

The Littleton Council on Aging is located in the Shattuck Street, Municipal Building, Second floor, Room 231. Office hours are 8:30 a.m. to 4:30 p.m., Monday through Friday, except for legal holidays. The LCOA Monthly Senior Broadcaster is mailed to approximately 1250 seniors 60 or over, while another 350 copies are dropped at apartment complexes' housing seniors. If, a senior would like to be on the LCOA mailing list, he or she can call the office at 978-952-2362 to be added. Seniors can also tune into Channel 8

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for senior's news and what is happening primarily in the Town and other activities that may be sponsored outside of the community by the LCOA.

Blood pressure clinics are held in the multipurpose room the 2nd Tuesday of the month from 11:00 a.m. to 12:00 p.m.; the 4th Thursday of the month at Pine Tree Park Apartments from 9:00 a.m. to 10:00 a.m.; at the Mill Pond Apartments from 10:00 a.m. to 11:00 a.m. by Nashoba Nursing. The Littleton Fire Department is also available (time permitting) to administer blood pressures; the LCOA Office also has a digital blood pressure monitor available to for seniors' use during regular office hours. Nashoba Nursing also administered yearly flu shots to citizens over 65 years of age and those with chronic illnesses, such as asthma or diabetes.

The Council on Aging also addresses the social and recreational needs of Littleton's seniors. The LCOA Watercolor Class was awarded Littleton Arts Cultural Grant to help supplement program costs for the seniors. Tai Chi is taught free of charge at the Plum Blossom Academy, 222 Great Road, on Tuesdays and Thursdays from 12:00 p.m. to 12:45 p.m. Activities such as exercise, stretch and flex, yoga, line dancing, games, scrabble, mahjongg, informational seminars and trips are sponsored by LCOA, just to name a few. The LCOA encourage people from other towns to join in with us and offer any new ideas. On the third Wednesday of the month from 7:30 a.m. to 9:00 a.m. a men's full course breakfast is served at the Senior's Diner for a \$2 donation; in addition, to being among great company and some of the greatest conversations in town. Also, a women's breakfast is held the second Thursday of the month from 8:00 a.m. to 9:00 a.m. The LCOA volunteers/cooks are: Bob Kelly, Ellen Araujo, Eleanor Cook, Dusty Krohn, Sharon Corbin, Barbara McRae, Rusty Thomas, and Dick Hunt. These citizens make these breakfasts program all possible; therefore, they deserve many thanks for their given time! With the generous donations of Acton Toyota, Donelan's Supermarket, Sunny Delight Beverages, AAA Southern New England, Middlesex Savings, Nashoba Package Store, North Middlesex Savings, and the Littleton Police Association over 150 Veterans and their guests enjoyed a turkey dinner catered by Shirley Caterers. Also, many thanks go to Littleton Veteran's Agent, Mr. Allen McRae, for his assistance with the annual appreciation event for all Veterans; Mr. Hal Baker, former Commander in the Navy was the event guest speaker. This is a great annual event for Veterans of Littleton that served this nation honorably with their supporting families; support of community and volunteers who made this special day happen. The Littleton Light and Water Department continues to sponsor its annual Spring Fling Luncheon, which is open to all Senior Citizens of Littleton and Boxboro.

Mr. Allen McRae was able to secure a nice senior grant from Verizon to support the needs of LCOA. This grant was used to purchase a software program called "My senior center." The Littleton IT Department was able to implement the program for the LCOA, which enables the LCOA Office to track statistics. The software allows the LCOA to use it for mailing, volunteers, outreach support, telephone logs, events, and transportation rides. It generates the transportation schedules for the drivers and keeps daily, weekly, monthly and yearly statistics in support of Littleton's seniors.

The Littleton Council on Aging and Friends of the Council on Aging participated with the Littleton Town Boosters auction last fall; the event generated enough monies that Friends of the Council on Aging received \$6,000.00 to assist the LCOA Outreach Office and with clerical assistance if needed. Last year, the LCOA also received \$7,500 from another auction which was used to renovate two LCOA rooms for an assortment of activities. LCOA Chairman, George A. Sanders and volunteer Mr. Fred Schwerin did most of the restoration for the two rooms. Seniors can now come into the Senior Center and play games such as: the WII, mahjongg, pool, and etc.

The Littleton Senior Tax Work-Off Program provides volunteers to various offices in the Town of Littleton to perform services, in exchange for a reduction of their real estate property tax. Every effort is made by

the LCOA to place volunteers according to their ability and the offices' needs. Last year, the tax work-off program had approximately 112 slots to fill from 123 applicants signing up for the program. The sign up period for the tax work-off program is Monday through Friday, 8:30 a.m. to 4:30 p.m. during the month of June yearly. Failing to sign up during the month of June means that the senior must reapply for the program the next coming year in June.

Minuteman Senior Services provides the SHINE (Serving Health Information Needs of Elders) program. Littleton is very fortunate to have an experience counselor available to seniors on the first and third Wednesday of the month for assisting seniors with questions on HMO, Medicare, Medicare D and Medicaid. From February through April, free tax assistance is available for the elderly and low-income taxpayers which is performed and offered by AARP.

The LCOA licensed social worker provides needed assessments and referrals to appropriate services for elders. Elders are given screened referrals volunteers for companionship, grocery shopping and prescription pick up. Applicants with fuel assistance and food stamp applications of all ages are processed by the LCOA Office. An intergenerational program between Shaker Lane, Russell Street School, and the LCOA provides birthday wishes for citizens 80 years and older with cards created by their students; Christmas gifts for needy seniors are donated and put together by students and purchased by the LCOA Outreach Worker and distributed to seniors. The Massachusetts Department of Elder Affairs awarded Littleton a Formula Grant of \$8,932.00 that supplements the LCOA Outreach Worker's salary.

The LCOA Meal Site is located on the lower level of the Town Hall Building, 33 Shattuck Street, serves hot lunches Monday through Friday with many monthly specials. Every month, the LCOA have a birthday luncheon in the Senior Diner for birthday candidates and their lunches are provided by Minuteman Senior Services while the shared birthday cake is provided by the LCOA. All you have to do, as an upcoming birthday candidate, is call Ms. Gayle Dalton at the Senior Diner (Tel: 978-952-2757) a day ahead for making your reservation. Ms. Gayle Dalton along with volunteers' package prepared meals to be delivered to shut-in citizens. The LCOA has a group of dedicated drivers delivering these meals to the homebound; if, a citizen has a good driving record, can pass a CORI check, and can spare a day or two a month to drive; please, call the LCOA and see if you can get qualified. Meals are provided by Minuteman Senior Services five days a week, except on holidays. The doors to the LCOA Senior Diner open at 9:00 am; so, seniors can drop by and have a cup of coffee, play cards, puzzles or just socialize with others. The Diner is doing it's best to go GREEN. We have replaced consumable paper products by using dishes and silverware.

The MART VAN and the LCOA VAN are used primarily for medical appointments first, then shopping and other errands. Every effort will be made to accommodate citizens' needs, but please remember that the LCOA only have two vans. Please, call the LCOA for a ride reservation two business days ahead of your appointment date from 8:30 a.m. to 4:30 p.m. at 978-952-2362. Please, take advantage of the vans, because they are being operated to provide services to the disabled, seniors, and Veterans.

The Friends of the Council on Aging, Town House Thrift Shop, is located on the second floor, in Room 234. Donations of clean seasonal clothing as well as white elephant items are always needed - its Littleton's best value. Come in and see what the Town House Thrift Shop have to offer. All proceeds from the thrift shop are used for programs at the LCOA along with supplementing the Outreach worker's salary. We are open five days a week from 10:00 a.m. to 3:00 p.m.

The Littleton Council on Aging is grateful for the support received from the Town and the many volunteers who support the LCOA and participate in activities. Littleton's senior population is growing and the LCOA is working very hard to bring about more activities and better serve the needs of seniors in

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the coming months. The LCOA wishes to thank all of the volunteers who help make staff work all possible.

Carolyn Sloboda, Director of LCOA

Littleton Council on Aging Board of Directors: George A. Sanders, Chairman, Louise Curley, Vice Chairman, Vilma Sorgente, Treasurer, Robert Stetson, Secretary, Norman Berry, Mary Catalanotto, Barbara Kamb, Mary Kaye, Rosemarie DiBacco and Mary Dugan.

Special thanks to Howard Russell for over 20 years of service to the LCOA and as Chairman. .

FRIENDS OF THE COUNCIL ON AGING THRIFT SHOP

The Friends Thrift Shop has been a good source of revenue for the Council on Aging this past year. The quality of donations and the low prices have contributed to the ever growing number of customers that enjoy our merchandise. Our August and March \$3.00 a bag sales have been very successful.

This year we held a Holiday Fair at the Council on Aging, Shattuck Street and also joined the Town Bazaar in December in the Middle School.

Our volunteers are always available and happy to meet and greet customers. Thank you to Pat Crory, Delia Protassowicki, Pat Nelson, Gail Mitrano, Dean Butterfield, Susan Weilinski, Jennie Thomas, Ellen Aruajo, Sharon Corbin and Nancy Friday for all they do to make this a successful money making project.

The Thrift is open for business every Monday through Friday from 10a.m. to 3p.m.

Donations of men's, women's and children's clothing and small house wares are accepted during business hours. Money earned will go to Outreach and programs for the senior citizens.

Barbara McRae, Manager
Friends Thrift Shop

REUBEN HOAR LIBRARY

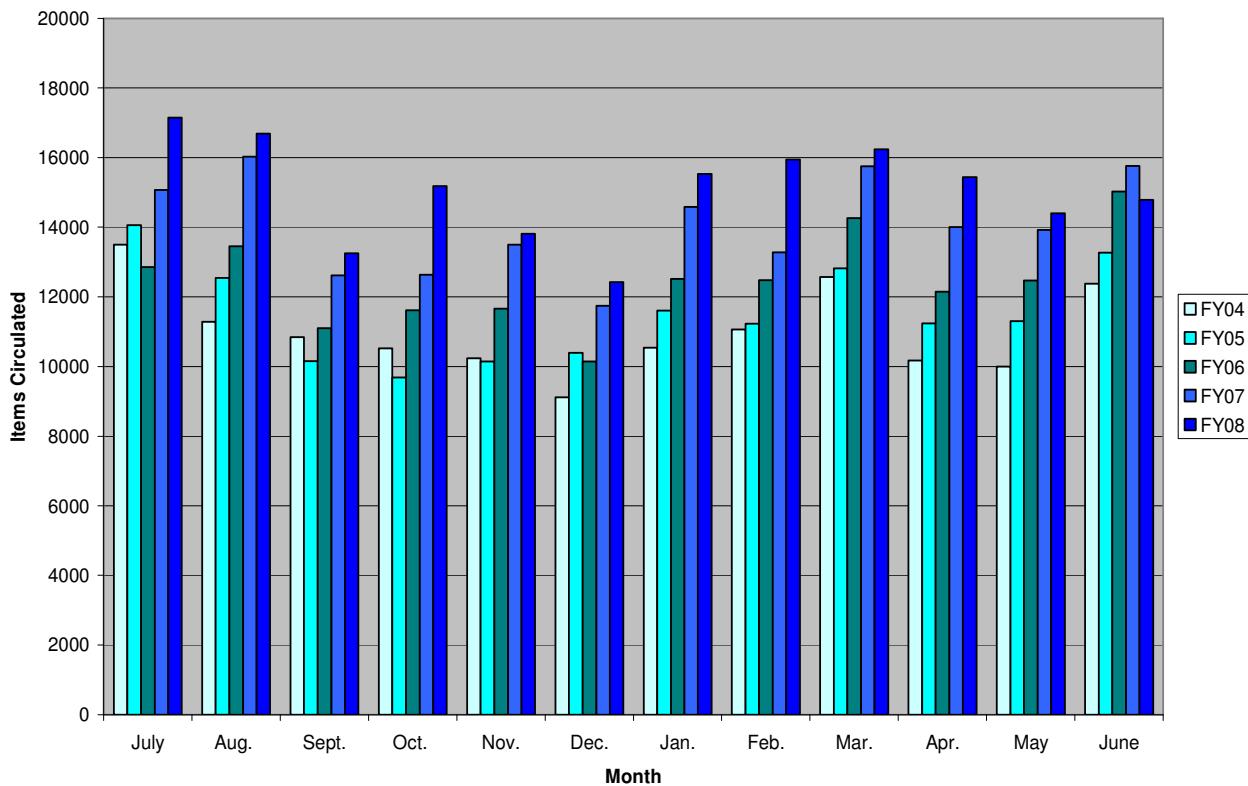
The Trustees, assisted by townspeople, completed the 2008-2013 Long Range Plan. The plan emphasizes cooperation with groups such as Littleton Country Gardeners, Indian Hill Music, Fruitlands Museum, Littleton Historical Society, Littleton Lyceum, and Littleton Community Education. To see the entire plan ask at the Main Desk or go to <http://tinyurl.com/bn8t85>.

The Trustees also funded the conservation and digitization of Hannah Dodge's scrapbook.

	Term Expires		Term Expires		Term Expires
Mark Rambacher	2010	Marcia Marcantonio, Chair	2010	James Carozza	2011
Cheryl Hardy-Faraci	2009	Debra Rhodes, Secretary	2009	Ray Grande	2011

CIRCULATION – GIOIA CLYDE, SENIOR LIBRARIAN

Reuben Hoar Library Circulation By Month



During the 2008 fiscal year 565 new borrowers registered for library cards. 180,829 items were signed out and 426 audio books downloaded. We do not count the number of items like magazines and newspapers, reference books and local history titles used in the library.

TECHNICAL SERVICES – HELEN GRAHAM AND BETTY SMITH, SENIOR LIBRARIANS

Expenditures for library materials totaled \$86,383. That includes materials purchased with money from grants for teens, small libraries and readers' advisory. 8,179 items were added. The library owned 87,352 items, about 10 items for each Littleton resident, as of June 30, 2008.

Because space for the collections is not infinitely expandable, we looked closely at classical music CDs, romance fiction, biographies, science fiction, and fantasy, and donated titles that had not circulated in five years to the Friends of the Reuben Hoar Library for their book sales.

CHILDREN'S SERVICES – DIANN HADUCH, SENIOR LIBRARIAN; JEANNE SILL, SENIOR LIBRARY TECHNICIAN

The theme of the Summer Reading Program was “Catch the Beat at the Reuben Hoar Library.” A record-breaking 620 children registered, from nursery to grade six. The Children’s Room was decorated with musical items of the past; a cylindrical record, 78’s, an eight-track tape, the Yellow Submarine and “The King,” Elvis Presley. 478 children read between 20 minutes and 155 hours, logged in their minutes and received prizes. For the first time, we used the “E-vanced” system provided by the state for maintaining reading logs online. There were 28 programs held during the nine week Summer Reading Program. These included: Family Talent Showcase, David Polansky Concert, John Madama Fossil Presentation, the Spoonman and Wingmasters Birds of Prey, as well as weekly storytimes. For the Summer Reading Raffle, there were 6,492 entries and 20 happy winners.

Preschool and afterschool storytimes were held weekly from September through May. Toddlers and their parents enjoyed four series of storytime activities. Attendance at all children’s programs totaled 6,368 during the year.

TEEN SERVICES – LINDA SCHREIBER, SENIOR LIBRARIAN

In the second year of a Teens and ‘Tweens grant from the Massachusetts Board of Library Commissioners and the federal Institute for Museum and Library Services the emphasis was on programming and purchase of materials. The purpose of the grant was to create a safe, fun and welcoming space in the library. Teens themselves planned the new teen space, the programs and the materials to add. Between seven and thirty teens visit the library after school on any given weekday. Attendance at events has increased from an average of three in fiscal 2006 to sixteen in fiscal 2008. Some programs have had more than thirty participants. Circulation of young adult materials increased 300%.

INTERLIBRARY LOAN – ANDREA CURRAN, SENIOR LIBRARY TECHNICIAN

We borrowed 18,736 items from other libraries for Littleton patrons and loaned 16,858 items to other libraries for their borrowers. On average, delivery consisted of six to eight bins five days a week.

PUBLIC SERVICES -- DOREEN MORSE, DONNA WHITE, SUSAN PALMER, MARGARET GEANISIS, LIBRARY TECHNICIANS

In addition to checking materials in and out, our library technicians provided front line services to the public. During the fiscal year all staff members learned about the Science Fiction and Fantasy genres through workshops funded by a grant from the Massachusetts Board of Library Commissioners and the U. S. Institute for Museum and Library Services so that they are better able to suggest appropriate titles to readers. The staff read and discussed five titles that were then made into Book Club Kits. A book club may reserve one of the more than 200 Merrimack Valley Library Consortium kits which include fifteen copies of a book, information about the author, and discussion questions. Some kits include an audio or large print edition of the work. Book clubs in Littleton borrowed approximately 30 kits this past year.

PAGES -- JENIFER TIERNEY, ERIC SHETHAR

Jenifer Tierney left for college in the fall of 2007 and Eric Shethar in the fall of 2008. We hired new pages at the beginning of fiscal 2009. Pages assist at the checkout desk and shelve items that are returned.

VOLUNTEERS

Without the efforts of our volunteers the library staff would have been unable to provide the services we did in fiscal year 2008. The following people worked a total of more than 1,233 hours: Robert Anderson, Ellen Araujo, Chris Arndt, Jim Besse, Sarah Bither, Heidi Bourgeois, Lizzie Britton, Rob Brownson, Judy Caless, Carolyn Cantrell, Nancy Carl, Megan Cavallo, Angey Chebuske, Jane Chrisfield, Melissa Crowe, Christian Connelly, Fernando DeLuca, Sarah Drinkwater, Charles Faraci, Geneva Faraci, Nina Farrell,

Lynda Fisher, Laura Fleury, Susan Fougstedt, Alex Forsberg, Sarah Gillens, Susan Grabousky, Brad Hammond, Carole Hansen, Pamela Hayes, Timothy Hayes, Gary Heathcot, Art Hennessey, Elizabeth Imbrogna, Hilary Kligerman, Katie Kligerman, Jonathan Kreutzer, Jared Kroening, Abi Kurada, Aparna Kurada, Hugh McDonough, David McGivern, Max McGraw, Bob Meier, Lois Meier, Marina Middleton, Lauren Middleton, Angela Miller, Doreen Morse, Mary Muchata, Goo Newman, Carrie Normandin, Alexandra Ochirova, Marc O'Meara, Marina Pavlova, Hannah Pratt, Bill Raine, Megan Rank, Leah Rice, Claire Russo, Bill Sager, Cory Schnepper, Sherri Shire-Susser, Jeanne Sill, Don Smith, Jordan St. Cyr, Shawna Stea, Eleanor Stetson, Robert Stetson, Kim Stoney, Joanie Stormwind, Jim Taft, Eleanor Thoms, Harry Veilleux, Marcy Wanzer, Rebecca Waugh, Derek Wilkinson, Jeff Wilkinson, Martine Wong. We hope we haven't left anyone out, but if we did, let us know and we can add your name to the online copy of this report.

ADMINISTRATION –MARNIE OAKES, LIBRARY DIRECTOR; KATHY COUGHLIN, ADMINISTRATIVE ASSISTANT

The library director and her administrative assistant are responsible for overall library operations. Approximately 80 requests for information and assistance with choosing books to read came into the library each week. All staff members participated in finding the answers and suggesting titles. Software paid for by the Friends of the Reuben Hoar Library kept track of the 615 times meetings were scheduled and held at the library during the year and booked the 832 museum pass uses.

Nancy Glencross, town information technology department head, helped the library staff create a new library website which received 39,762 visits during fiscal 2008. Approximately 15 people per day used the library's Internet connections and uncounted others used the wireless Internet connections on their own computers inside and outside the building.

The Genealogy Lock-in was its usual success. The library sponsored the bi-weekly YarnOver Knitting Group, a monthly mystery discussion group, a German Conversation Group, and an Origami group.

Leaks in the library roof were repaired with the help of Bill Cole, Maintenance Supervisor. Thanks to the aid of the Littleton's Fire and Public Works departments and assorted library staff members, we were able to protect your books. Only 16 books got wet and those were dried and put back on the shelf.

DONATIONS AND GRANTS

Between July 1, 2007 and June 30, 2008 the library received generous donations of \$22,734 from The Charles B. & Louis Perini Family Foundation, the Helen G. Hauben Foundation, the John and Eunice Morrison Foundation, Henry Vincent Couper Charitable Foundation, the Gates Foundation, Sherrill Gould, Christine Turkovich, Lawrence P. Herbert, Shuneet and Mike Thompson, Marlene Reinschmidt, Archana Barry, and A. G. and P. H. Hambelton. Gifts were made in memory of Elmer Tracy, Mary Crory Leahy, and William Badger. Gift funds are used for materials, furnishings and services not provided for in the regular town budget.

Grants of \$19,956 came from Library Services and Technology Act funds through the U. S. Institute for Museum and Library Services and the Massachusetts Board of Library Commissioners, the Northeast Massachusetts Regional Library System, the Littleton Conservation Trust and the Littleton Cultural Council. The Littleton Conservation Trust purchased books for the library collection as well as paying for programs.

CLEAN LAKES COMMITTEE

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CLC Members:

Jonathan Folsom, Chairman	Dan Lord, Conservation Commission
Leon Weaver, Spectacle Pond	Susan Silberberg
Steven Sussman, Bill Pond	Elliot Putman, Mill Pond Alternate
Charlie Bush, Lake Matawanakee	Advisor: Savas Danos, LEL&WD

The Littleton town Selectmen formed the Clean Lakes Committee (CLC) in 1999 to assess conditions and coordinate improvements to Littleton's lakes and ponds. The forum brings together representatives from lake associations, interested town committees and concerned citizens to share ideas and implement necessary actions to help restore and maintain water bodies, streams and wetlands town wide.

Meetings are held monthly in the conference room at the LEL&WD operations center, 39 Ayer Road. Approved minutes are posted on the Littleton Water Department website: www.lelwd.com/news-and-info/minutes.shtml.

2008

Treatment of in-water invasive plants continues to be a primary focus of the CLC. Variable milfoil, fanwort, curly leaf pondweed, water chestnut, duckweed and some species of lily pads threaten the health and recreational value of our lakes and ponds. The CLC has contracted with Aquatic Control Technology, Inc. (ACT) at Long Lake and Lycott Environmental, Inc. at Spectacle Pond and Doleful Pond (on Newtown Hill Conservation land) to monitor and manage these invasives. Year end reports on the condition of these water bodies reveal treatment has been effective but must continue annually on Spectacle Pond for fanwort and on Doleful Pond for water chestnut. The report on Long Lake revealed an alarming spread of fanwort and curly pondweed. ACT has recommended whole lake treatment at Long Lake in 2009.

Lake Matawanakee

In an alternative approach to invasive plant control, Lake Matawanakee was drawn down throughout the winter of 2007-8, exposing undesirable growth for removal. The action proved unsuccessful due to the unexpectedly wet winter and spring. Kill-off of aquatic plants was prevented by ponding. Another drawdown was conducted at year's end with hopes of better results in spring 2009.

Spectacle Pond

The CLC discussed a similar drawdown of Spectacle Pond in an effort to move away from annual herbicide treatments. The process would be more complicated, possibly involving siphoning to lower the pond's water level, since Spectacle Pond has no control point at its outlet.

Concern grew this year regarding the Guilford/Pan Am property in Ayer. Lack of appropriate storm water management features on the site threatens water quality at Spectacle Pond as well as Littleton's drinking water in the aquifer beneath the pond. It is feared that earlier plans to develop the property as an auto off-loading facility have resumed.

Long Lake

At Long Lake, a proposal to create a retention basin for surface runoff and a public dock at the foot of Emerson Drive is under consideration, but it was not pursued in 2008.

Paving near the town beach continued this year. Roads around the Wetland Park were improved with the addition of parking areas, curbing, swales and catch basins. While the work was not done in consultation with the CLC, the committee did try to insure that the paving improvements complimented earlier lake restoration efforts.

As the year drew to a close the CLC agreed to provide a new septic system for the Parks and Recreation Department facilities at the Town Beach. The tight tank system will be installed prior to the summer swim season.

Mill Pond

Mill Pond restoration efforts continue slowly. Field data gathered by Mill Pond Association members in 2007 was compiled and released in April of 2008 by ESS Group, Inc. engineers. The report, "Mill Pond Phosphorus Load Modeling" confirmed that inflowing water quality has improved over the past 10 years. Disappointingly, the phosphorus levels still exceed US Environmental Protection Agency criteria. As increased phosphorus levels promote aquatic plant growth, it will undo efforts to restore Mill Pond. The report concludes that more must be done within the watershed or at the pond to relieve this condition.

On a parallel course, discussions were conducted regarding community access points at Mill Pond that could provide places to sit or walk along the shore, or to launch a kayak or canoe. Two sites are under consideration. The first, on Lake Warren Drive near Harwood Avenue is a narrow wooded lot with a relatively steep drop to the water's edge. The second, the corner lot at Pleasant and Curtis streets, is larger with a gentle slope to the shore. Both sites could be utilized. Planning will proceed in 2009.

While there was no progress on the US Army Corps of Engineers (USACE) Mill Pond Study, it was heartening when Project Manager Adam Burnett returned from a tour of duty in Afghanistan last fall. In December Mr. Burnett introduced a few new ideas that could reduce the scope and cost of restoring Mill Pond. If cleanup efforts were focused on one basin and handling of dredged materials was streamlined, it would keep the project viable in light of the current economic downturn. Dredged materials would be moved to Mill Pond's swampy upper basins and dewatered in place. In turn, the area would be transformed into emergent/forested wetlands. This would help filter runoff from the I-495/Route 2 corridor, protecting the restored basin. The benefits of the plan will be tested against the current alternatives in the USACE Mill Pond Study in 2009.

Lastly, Littleton's advances in storm water management policies received the Outstanding Municipality Award for 2008 from the SuAsCo Watershed Community Council. The policy evolved from the successes of the Long Lake Restoration and encourages thoughtful development practices town wide.

Jon Folsom, CLC Chairman

SCHOOL DEPARTMENT

The School Committee welcomed back Nancy Mizzoni and Shawna Stea who were re-elected in the spring of 2008 for a three year term. Paul Avella and Mike Fontanella will be up for re-election in May,

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2009. Shawna Stea was elected Vice-Chairman of the School Committee and Charlie Ellis was re-elected as Chairman for the 2008-09 School year.

Several projects requiring the attention of the School Committee this year have included: The review of Educational Energy program with EEI which has progressed bettered than projected, the revision of all Crisis Management protocols with the Fire and Police departments, the continued review and revision of the School Committee Policy Manual, the revision of the district wide Strategic Plan and subsequent 3-year school improvement plans for all schools, and the undertaking of the renovation project of the Russell Street Elementary School with financial support from the Massachusetts School Building Authority (MSBA). This year we have begun negotiating new contracts with the teachers, the paraprofessionals and the secretaries as well. The School budget, of course, remains an ongoing and major undertaking for the School Committee, especially in this difficult economic climate.

The School Committee wishes to thank the faculty, support staff and the administration for their efforts in implementing the extensive action plans in response to the four external audits. For their dedication and commitment to our children, the many volunteers in our community who devote thousands of hours of service every year in order to complement the quality of services we deliver, and the parents and citizens who continue to support our efforts for the education of our children. Special appreciation goes to the members of the Permanent Municipal Building Committee for all their expertise and hours of labor in overseeing the feasibility study now underway for the renovation of the Russell Street School. The School Committee will continue to advocate for a high quality educational program for the Town and will continue to make the best use of all our available resources.

Charlie Ellis, Chairman - 2010
Shawna Stea, Vice Chair - 2011
Michael Fontanella, Secretary- 2009
Paul Avella - 2009
Nancy Mizzoni - 2011

SUPERINTENDENT REPORT

It has been a very productive and busy year for the Littleton Public Schools. The following is a brief review of some of our more prominent accomplishments during 2008.

The Littleton Public Schools continue to make great strides in enhancing our educational programs for all students thanks to the detailed action plans implemented in response to our extensive audits of a few years ago. We have been able to enhance opportunities for the advanced learner at all levels with the introduction of the Renzulli Program at Russell Street School, Virtual High School (VHS), offerings at the Middle School, (one of only a handful in the state), and adding more VHS opportunities at the High School. With hard work from our dedicated teaching staff, the support of parents and many community members, The Littleton Community Boosters, (LCB), brought together the Council on Aging and the Littleton Public Schools for the second annual LCB community auction on September 20, 2008. Funds raised by the auction provided additional professional development opportunities for teachers and were used by the COA for many varied needs of the seniors. We welcomed Mr. A.J. Loprete as High School Interim Principal and Mr. Dennis Mahoney as the Interim Assistant Principal at Littleton High School with the departure of Mr. John Buckley, former principal. With these changes in leadership came the continuation of a Parent Seminar Series at the high school offering such topics as cyber bullying, emergency response planning and understanding autism as a parent. The school district budget process continued to evolve as we refined each cost center and shared information with the Finance Committee as new information from the legislators became available. Special thanks go to the many senior citizens

who continue to volunteer in our schools and the central office and to the many town organizations and private citizens who have given funds, goods and services to support and enhance our programs for the children.

After launching an extensive search for a new High School principal, we hired Dr. John Harrington to replace John Buckey as the new principal of Littleton High School beginning on July 1, 2009.

The revised School District Strategic Plan and the District Improvement Plan are posted on our newly designed school websites as well as the revised policy manual.

We implemented a new action plan in response to the last Coordinated Program Review and continue to review and refine budget cost center procedures and to enhance the preliminary 10-year capital improvement plan in collaboration with the town.

We are now in the second year of our new 5-year PK-12 Curriculum Review Cycle which is discussed at the Elementary and Secondary Curriculum Councils monthly.

The Kindergarten Full Day program continues to draw more interest and the district-wide Professional Development Council now has designed on-line registration and choices for teachers during release days. The TEAMS program – partnership with UMASS Lowell for HS sophomore and junior students - granted Littleton 2 slots for Littleton High School students this past year. The school security video monitoring system district-wide is working well as are the cameras installed in computer labs, parking lots and other locations throughout the district. The Instant Alert communication system has continued to be a mainstay for communication to parents and staff this year.

The Littleton Public Schools Goals for 2009

The School Committee is encouraged by the accomplishments of the students, administrative team, faculty, support staff, volunteers and parents in 2008. We are continuing to look for opportunities to strengthen our relationships with other town boards, committees and the community at-large.

To enhance our curricular and instructional programs we will continue to seek alternative funding and partnerships to support district-wide and school improvement plans as evidenced this year by IBM computer donations to the Shaker Lane School, the LCB auction, the Tedeschi and Integra golf tournament, and the Kimball Trust funds to mention a few. In order to help all students strive to reach their maximum potential, we will continue to recruit, train, evaluate and retain highly qualified staff at local colleges and universities.

We will continue to focus on maintaining a school learning environment that is safe, healthy and well managed by working closely with the police and fire departments. We will continue our efforts to revitalize the Russell St. School to the standards established by the Littleton community as evidenced by the completion of the new High School, new Middle School and the refurbished Shaker Lane Elementary School.

As we look forward to 2009 we will continue to build on our accomplishments and seek input and support from parents and the community, embracing continued collaboration already established within and throughout the community. Through these efforts we aim to always reflect our Core Values of Respect,

Responsibility, Integrity and Accountability.
Diane G. Bemis, Ph.D., Superintendent of Schools

SHAKER LANE SCHOOL PRINCIPAL REPORT

The Shaker Lane School, serving grades Early Childhood through Grade Two, is the critical first stage of a child's educational experience in the Littleton school community. As such, our primary goal is to provide a secure, inviting, success-oriented environment that meets the cognitive, emotional, social, and physical needs of the whole child at his or her level of development. We believe in challenging every child and providing them with the opportunity and encouragement to reach the next stage in their academic development. In addition to encouraging optimum academic achievement, this supportive atmosphere also advocates human values that develop social awareness and mutual respect in our global society. Our dedicated staff provides quality learning experiences for all members of our school family within a caring environment, setting high expectations for achievement and social interactions.

An important part of the culture here at Shaker Lane is our HEART program. HEART stands for Honesty, Effort, Acceptance, Respect and Take Responsibility. These ideals are a clear representation of what we believe in as a school community. They represent our standards for high expectations for learning and behavior for both students and faculty.

The school provides the Concord Area Special Education Collaborative (CASE) with a classroom for children whose acquisition of language, pre-academic skills, social skills and academics have been slowed by two or more of the following: Attention Deficit Disorder, Language-based Learning Disability, Pervasive Developmental Disorder or a Neurologically-based Learning Dysfunction. School enrollment as of December 30, 2008 including CASE students, was 470 students.

Shaker Lane offers both nursery and pre-kindergarten programs for three to five year old children. Both nursery and pre-kindergarten experiences provide secure, inviting success oriented environments which meet the cognitive, emotional, social and physical needs of the whole child at his or her level of development. We continue to offer a full-day kindergarten program for those families that are interested. The longer school day allows more time to explore concepts, and more time to practice and learn the outcomes. Students in the full-day kindergarten program ride the regular Shaker Lane bus routes to and from school with the rest of the Shaker Lane students. A transitional program provides for children who may not be developmentally ready to enter grade one.

The Arts continue to be an important part of the curriculum at Shaker Lane. All students in kindergarten through grade two participate in weekly art and music classes. A major goal of our art program is to provide our students with a comfortable and positive art experience, while instilling self-confidence and self expression. Our music program focuses on developing a love and appreciation for music. In the spring of 2008, parents and community members had a chance to see and hear many of the artistic endeavors of our students at our annual Art Show and at the Second Grade Spring Concert. Students at Shaker Lane also participate in weekly physical education and library classes. Our computer lab was expanded this year to twenty-two stations.

In September of 2008 we began our school year at Shaker Lane by welcoming students and families back to school at our annual Book Fair and Pizza Night. We are very fortunate to have a group of dedicated parents working to support the students and staff of the Littleton School District. The PTA supports the students, staff, parents and administrators at Shaker Lane financially, as well as, by offering enriching activities and events for all to enjoy. The PTA also helps to organize volunteers within the school. Money raised by the PTA activities is used for a wide variety of activities such as cultural enrichment programs, author/illustrator weeks, classroom/school activities, field trips and materials and equipment that benefit children over and above what the school budget allows for. In February of 2008 the PTA sponsored the fourth annual Winterfest at Shaker Lane. Once again students were able to partake in a

variety of craft activities and participate in the famous Shaker Lane cakewalk, and our now equally famous basket raffle. . In March, we celebrated Dr. Seuss' birthday with Author/Illustrator Week continued at Shaker Lane, when various authors and illustrators came to share their work with our students. We continued to sponsor what has now become an annual event - Willow Books Night - when members of our school community and the community at-large came out to read to our students and their parents. Students have been exposed to opera, cultural activities, and musical presentations that have complimented the curriculum. We are all so fortunate to be in a community that supports these activities, and we are grateful for their support.

As mandated by the Education Reform Act, the role of the School Council at Shaker Lane School is to formulate the School Improvement Plan and to review the school's budget. The School Council is presently focusing on five district goals:

- Align and enhance curriculum, instruction and assessment to continually improve student achievement.
- Provide opportunities for continued growth for staff to support high standards in all district programs targeted toward identified needs.
- Continually improve communication among schools, parents, students, and community
- Sustain an accepting, respectful, and responsive culture that provides for a safe and secure learning environment
- Provide all staff and students with access to current technology.

The interdependence of students, parents, teachers, and community is essential for the achievement of educational excellence in our child-centered school. The community feeling at Shaker Lane School is not only apparent in the interactions of students, but is visible amongst the staff as well. Our values of honesty, effort, acceptance, respect and taking responsibility (our HEART Program) extend throughout the school and are a driving force behind our decisions and actions.

Richard Faherty, Principal

RUSSELL STREET SCHOOL PRINCIPAL REPORT

The Russell Street School serving students in grade three through five is the second stage of the child's educational experience in Littleton, connecting the primary school years to their middle school years. As such, our primary focus is to promote the intellectual, emotional, social, and physical growth of students through a developmentally appropriate academic program that motivates and inspires the child in the learning process. Our standards establish high expectations of intellectual growth while maintaining sensitivity to the uniqueness of the individual and encouraging the creativity within each child. With an enrollment of 390 students, we currently have six third grade, six fourth grade and five fifth grade classrooms with a class size average of 22 students in grade three, 23 students in grade four and 24 students in grade five. We presently have 51 staff members, which includes professional, support and service personnel to meet the needs of all of our students. We also work closely with the Concord Area Special Education Collaborative (CASE) and provide space for two classrooms of students in grades two through five. This year we have several new faces at the Russell Street School. In fifth grade we have Amy Kruse, taking the place of Laura Raposa who is on a maternity leave. In fourth grade, Karen Patriquin retired at the end of this year and was replaced by Cynthia Nanto. We also have two other teachers new to the fourth grade team, Dianna Cunningham and Heidi MacGregor. In third grade, Karen Phelan is on a maternity leave and Elizabeth Finch is taking her place. After many years with the District, Our math specialist, Tina Lorenzen moved to Texas this year and was replaced by Kelly Rogers.

Our focus and major goal is to continuously improve at the Russell Street School. Our School Council, with staff, parent and community representatives has developed a three year School Improvement Plan, which will drive our improvement initiatives over the next several years. We are currently in the first year of implementation for the next three-year cycle. Our talented teachers through their actions, course work, grade level meetings, parent meetings and professional interactions are focused on student learning. They continue to enrich the lives of students and prepare them for the challenges they will encounter in their future years. Students receive a variety of experiential opportunities that enhances the work they do in the classroom.

Student performance on MCAS is a priority with our goal that all students be proficient in reading and math by the end of grade three by the year 2014 as required by the No Child Left Behind Act. Through test analysis and review we continue to identify areas of weakness and have worked to strengthen the curriculum in the content areas. With the No Child Left Behind Act MCAS tests in reading and math are now administered in grades three through eight which allows us to follow classes and students from year to year. Besides reading and math administration, student writing is assessed in fourth grade with the Composition and science/technology and social studies are administered in fifth grade. MCAS results combined with school based assessment results in reading, writing and math give us a comprehensive overview of how well our students are mastering the standards set at each grade level and what needs to be done for all children to meet those standards.

Russell Street provides a warm and inviting learning environment that supports the needs of all children. We are proud of our students' accomplishments and celebrate their work with displays throughout the classrooms and our school building. The level of parental and community involvement sends a strong message to our children that learning is important. We strive to foster an atmosphere of mutual respect, tolerance, and optimism wherein each child can develop positive self-image. Our focus on social development is fostered through our newly implemented "Reach for the Stars" school wide program which focuses on monthly themes that are taught in all classrooms. The monthly themes provide teachers to use activities that instill the values that all children will need to become responsible citizens in their school and community. We meet as a school community once a month to celebrate our accomplishments and acknowledge our students' special talents.

We have also expanded our students' appreciation for the Arts by providing many opportunities to grow in understanding of different cultures. The Parent Teacher Student Association has been very supportive with fundraising efforts to continue our cultural arts programming during the school year. We place great emphasis on enriching student-learning experiences by supporting our curriculum through a variety of projects including field trips. Our trips add greater dimension to our curriculum and have included such places as; The Concord Museum, Historical Society, classical music demonstrations, art projects, Christa McAuliffe Center, Old Burial Ground, Littleton Light and Water Department and many more. We also have many talented parents and community members who have shared their knowledge and experiences with our students.

We are once again fortunate to have the late bus option three days a week which allows many students to participate in our after school programs and help sessions with their teachers. Each year, Russell Street offers a variety of after-school enrichment activities for students to round out their educational opportunities at Russell Street. Along with Student Council, and Sports Club this year we have added a Writing Club. All together we have about 200 students participating in after school clubs and activities. Technology is another area that goes hand in hand with all academic areas as teachers utilize this tool to further strengthen and expand students' skills and knowledge base. We have expanded our access to the Internet and student resources continue to grow. All of our classrooms are now wired for the Internet. Currently our computer lab has twenty-five Hewlett Packard computers and at least one computer in each

classroom. We now have three Smart Boards with LCD projectors for the computer lab and at grades four and five to provide the most up to date technology in the classroom. Our most generous parents under the leadership of the PTA have purchased all of this technology. Students are incorporating the use of computers and the Internet in researching and supporting academic areas being taught.

In my seventh year as the Russell Street School Principal I am most appreciative of the support I have received from staff, students, parents and community. I would like to thank the Russell Street staff for their support and the genuine excitement and dedication they demonstrate in working with their students. Our parents and PTA have been exceptional in the support they give to our teachers and students. We appreciate all that they do, and the time they contribute to make our jobs easier. I would also like to extend my appreciation to our Superintendent, Dr. Diane Bemis, and members of our School Committee for their support and commitment given to the children of Littleton.

Jane R. Hall, Principal

MIDDLE SCHOOL PRINCIPAL REPORT

The 2008-2009 school year round the grades 6, 7 and 8 students, 45 staff members and administration in the second full year in the new Littleton Middle School. This second year found the staff and administration working on physical plant issues and delivering our middle school curricula.

Littleton Middle School is a “teamed” Middle School with one teaching team of 5 staff members per grade level. Each grade level teaching team consists of the four major subject areas (English/Language Arts, Mathematics, Science, Social Studies). A Foreign Language teacher is assigned to a teaching team. Latin, an exploratory course, is offered for grade 6. Spanish and French are offered to grades 7 and 8 (a 2 year commitment). Class sizes this school year on average were 20 students for gr. 8, 24 students for gr. 7 and 27 students for gr. 6. Enrollment at the Middle School continues to increase. A comprehensive Special Education program is available to all LMS students if needed. An extensive Unified Arts Program is offered for all students featuring curricula in Art, Music, Physical education, Reading, Computer, Health, Applied Math and Science and Library/Media. Students can participate in band and chorus during the daily schedule. The technology available to LMS students and staff is outstanding. LMS houses a 30 station computer lab as well as a 24 station research lab housed in the LMS library. Each classroom is equipped with a teacher workstation and an overhead LCD projector as well as 3 to 4 student workstation. LMS has a school website and each staff member has an individual website. LMS makes use of an internal parent e-mail system for notices and announcements from school to home.

LMS offers rigorous academic curricula that follow state, district and school benchmarks and assessments. Through district and school professional development much work has been done on the mapping out and coordinating of the subject curricula. A variety of other topics, both regular education and special education, have also been a part of staff professional development. Dr. Diane Bemis, Superintendent of Schools, Dr. Geri Lyn Ajemian, Director of Curriculum and Ms. Dianna Peterson, Director of Pupil Personnel Services have been instrumental in organizing and facilitating the professional development in the district.

Littleton Middle School has an elected school council made up of parent, teacher representatives, a community member and a school administrator. The school council's main task is the development and facilitation of the middle school improvement plan that encompasses school and district goals and objectives as well as the action plans to accomplish these goals.

Littleton Middle School offers intramural as well as interscholastic sports for our students. Interscholastic sports for grades 7 and 8 are field hockey, soccer, golf, basketball, winter/spring track, softball, baseball

and cheerleading. An after school intramural program for gr. 6 is offered with a variety of sports and activities. Students can participate in the band, chorus music program and the winter and spring concerts. A wide range of extra curricular clubs are available for our students. (Art Club, Cooking Club, Math Counts, Yearbook, Computer Club, Latin/Roman Culture Club, Anime Club, Student Council, Roots and Shoots Science Program, Botball and Knitting Club). LMS has initiated a science fair in the last few years which has grown in leaps and bounds. LMS is also involved in a paper and plastic bottle recycling program. Dances, concerts, an art show, talent show and two drama productions are offered for our students. Field trips, as related to the curricula are planned during the school year. Grade 6 students spend three days at Nature's Classroom at Groton, MA. Grade 8 students visit Washington D.C. on a four day trip.

All students at LMS are asked to do some type of community service time. The "Turkey Trot" food drive is held before Thanksgiving. LMS students and staff have collected over 3,000 items for the Loaves and Fishes Food Pantry. Our students participate in a Coat Drive; Pennies for Patients, Relay for Life, Unicef and other community service based activities.

Parent/teacher conferences are held in November and student led conferences are held in March. The November conferences are the traditional parent teacher meetings. The student led conferences are a different type of parent conference. The students, working with their teachers, organize examples of their work, identify strengths and weaknesses and formulate a self improvement plan.

Our students spend their three years at LMS undergoing intellectual, emotional, physical and physiological transformation and growths that are unique to this age group. LMS strives to meet these emotional, intellectual and academic developmental needs through our curricula, extracurricular, social activities, community service and other programs.

Kevin Moran, Principal

HIGH SCHOOL PRINCIPAL REPORT

Winter 2008:

- Guidance counselors Chris Christy and Jan Nolan conducted our annual College Planning Night for juniors on January 27.
- The class of 2008 welcomed back 2007 graduates and heard reports about the transition from high school to college.
- Midyear exams for all courses were administered departmentally, with students taking the exams in large group settings. The café, auxiliary gym, and theater were used for the administration. The exams were given over three days. Teachers analyzed test data for instructional effectiveness.
- We conducted our annual review of the Program of Study. Revisions were made based on input from administrators, department chairs, teachers, staff, and students. The previous revisions of the English curriculum will continue to be monitored for effectiveness. New electives include Advanced Engineering and Race Membership in America. Students may also pursue study via assistantships, Virtual High School (VHS), and the senior project.
- Students in grades eight through eleven participated in an internet safety training seminar. The presentation offered practical safety tips supported by real life examples.

- Department Chairs of the major disciplines met with 8th grade parents and students in the middle school cafeteria. This informational seminar was well-attended and provided an overview of programs offered at the high school.
- The National Honor Society and the American Red Cross conducted a blood drive at the high school.

Spring 2008:

- Spirit Week kept students involved in campus activities from March 10 through March 15.
- Many students attended the College Fair in Boston on April 8.
- The Junior/Senior Prom was held on May 9 at the Wachusett Mountain Ski Lodge.
- Throughout the month of May, students participated in a number of tests and exams. Students in Advanced Placement courses took exams in Calculus, Statistics, English Literature, Spanish, French, as well as many other subjects. Seniors took final exams, sophomores completed a battery of MCAS tests in English and Math, and freshmen took a test in Biology. An MCAS American History test was offered to juniors. Spring test results were strong in all areas. Every Littleton student passed the MCAS test in English and Math. Advanced Placement scores were consistently high, especially in Calculus and History.
- Cabaret, the spring musical, was performed before large crowds. The set was superbly designed, with a jazz band atop the stage. The students' performances made the show one to remember.
- The Littleton Rotary club interviewed and selected students for the annual RYLA conference. Littleton's Rotary chapter has been incredibly supportive of Littleton High School, its students and programs. They once again donated t-shirts for the New Student Orientation in August.
- Littleton High School celebrated Commencement on Friday, May 30. The ceremony took place on the football field under a clear evening sky. The faculty donned formal academic regalia to celebrate the occasion.

Summer 2008:

- Littleton High School experienced some personnel changes. Principal John Buckey left Littleton High School to become principal at Nantucket High School. He had served as principal and assistant principal in Littleton for seven years. Margaret Zoller retired after a long and beloved tenure as the Administrative Assistant.
- A large number of incoming freshmen from the Class of 2012, as well as new students, attended New Student Orientation on August 26. Students participated in social activities, tours, and a special guest presentation on tolerance and acceptance. Lunch was also provided for all who attended. This event continues to be a huge success due in large part to the support of many local businesses who donate generously to the program.

Fall 2008:

- September 11 was a busy evening at the high school. Visiting parents met with teachers during our annual Back to School Night. Also, a large number of parents and community representatives responded to requests for service on the School Council for the academic year. Voting took place during the evening at the high school. Judie Moodie and Dorothy Mulone were elected parent representatives. Margie Williamson and Millie McGovern were named community representatives.
- Educational Proficiency Plans were created for those students who did not achieve a competency determination of Proficient on Spring MCAS exams. These plans will remain in place to closely monitor student improvement.

ANNUAL REPORT 2008

- Faculty and staff at the high school incorporated a number of energy saving measures under the direction of Dave Reilly. Energy conservation continues to be a point of focus for all.
- Students entertained guests with a musical selection at the Applebee's in Westford in a fundraiser for the Drama program. The breakfast buffet was truly a community event as students, parents, and teachers attended to show their support.
- The first edition of the Tiger Tribune was published. This quarterly newsletter detailed the multitude of academic and athletic activities taking place at the start of the school year.
- Littleton High School students celebrated Homecoming week from October 14-17. The week culminated in a dance in the cafeteria on Friday night.
- On October 12, several students competed in the 21st Annual WPI Invitational Math Meet. Littleton's participation was highlighted by one student's scholarship-winning performance.
- Littleton's tradition of community service and giving continued through a number of fundraising endeavors. A brief list includes Archer's Mobil, who provided a grant for student learning, the Littleton Scholarship Trust which held its annual door to door campaign, and the PTA who conducted the Holiday Bazaar. Many thanks to all those businesses and organizations who continue to help our school.
- The football team traveled to Ayer and won their second straight Thanksgiving Day game against the Panthers. The Rotary club held a pancake breakfast prior to the game. Guests also participated in an auction with proceeds going to support Littleton's schools.
- The Littleton Tigers dominated divisional competition in a number of men's and women's sports in the Mid-Wach League. The golf team won the league tournament, qualified for the District Match and saw individual representation in the State Final Match. The women's soccer team was undefeated, and undaunted in their attainment of a ninth league championship. Their district title bid fell short in the quarterfinal round. Keeping the winning theme, the cheerleading team advanced to the state competition. The women's field hockey team also claimed a league title, their fourteenth. They advanced to the state tournament for the fourth straight year. The Tiger's winning ways continued beyond the fall season with the success of the football team. Their historic and record breaking run included a district championship, and a trip to the Super Bowl hosted by Westfield State.
- The National Honor Society inducted its new members. The Superintendent was present to welcome and congratulate them.
- The Music Department hosted its annual holiday music concert on December 16. A varied and exhilarating program was enjoyed by all who attended.
- The holiday edition of the Tiger Tribune was published. News items included a summary of fall events as well as a preview of winter activities and programs.

Anthony J. Loprete, Interim Principal

Littleton Enrollment by Grades			
October 1, 2008			
Grade	Boys	Girls	Total
PreK	30	23	53

K	48	61	109
T	11	8	19
1	78	76	154
2	64	71	135
3	64	70	134

4	70	66	136
5	55	64	119
6	65	75	140
7	64	58	122
8	41	60	101
9	61	67	128
10	40	60	100
11	51	45	96
12	55	51	106
TOTALS	797	855	1,652

1993	1,160	+81	+7.5
1994	1,223	+63	+5.4
1995	1,277	+54	+4.4
1996	1,304	+27	+2.1
1997	1,328	+24	+1.8
1998	1,381	+53	+4
1999	1,425	+44	+3.2
2000	1,471	+46	+3.2
2001	1,526	+55	+3.7
2002	1,551	+25	+1.6
2003	1,567	+16	+1
2004	1,546	-21	-1.3
2005	1,588	+42	+2.7
2006	1,555	-33	-2.1
2007	1,610	+55	+3.5
2008	1,652	+42	+2.6

Ten-Year History - Enrollment			
<u>Year</u>	<u>Total Enrollment</u>	<u>Number Increase/Decrease</u>	<u>Percent Increase/Decrease</u>
1992	1,079	+82	+8.2

Number of School Choice (non-resident) students attending Littleton Public Schools: 42

Number of Littleton Students at Nashoba Valley Technical School: 36

Students from Littleton attending special classes in out of district schools: 41

DOE - 2007-2008 NCLB Report Card – Littleton Littleton (01580000)

Enrollment - 2007-08		
	District	State
Total Count	1,606	962,806
Race/Ethnicity (%)		
African American or Black	2.1	8.1
Asian	1.5	4.9
Hispanic or Latino	1.1	13.9
Multi-race, Non-Hispanic	0.6	1.9
Native American	0.0	0.3
Native Hawaiian or Pacific Islander	0.0	0.1
White	94.8	70.8
Gender (%)		
Male	49.4	51.4
Female	50.6	48.6

Educator Data - 2007-08			
	District	State	
Total # of Teachers	109	70,717	
Percentage of Teachers Licensed in Teaching Assignment	100.0	95.8	
Total Number of Classes in Core Academic Areas	489	275,949	
Percentage of Core Academic Classes Taught by Teachers Who are Highly Qualified	100.0	95.7	
Percentage of Core Academic Classes Taught by Teachers Who are Not Highly Qualified	0.0	4.3	
Student/Teacher Ratio	14.8 to 1	13.6 to 1	
	All Schools	High Poverty	Low Poverty

ANNUAL REPORT 2008

Selected Populations (%)		
Limited English Proficiency	0.0	5.8
Low-Income	2.1	29.5
Special Education	17.8	16.9
First Language Not English	0.1	15.1
Grades Offered:	PK, K, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12	

Total Schools	Schools with 2007-08 NLCB Accountability Status	
(#)	(#)	(%)
4	0	0.0

	All Schools	High Poverty Schools	Low Poverty Schools
Percentage of Teachers Licensed in Area in Which Teaching	100.0	-	100.0
Percentage of Core Academic Classes Taught by Teachers Who are Highly Qualified	100.0	-	100.0
Percentage of Core Academic Classes Taught by Teachers Who are Not Highly Qualified	0.0	-	0.0

Additional Teacher Information

All teachers are certified in Massachusetts or have certification pending.

2007-08 NCLB REPORT CARD – LITTLETON

Educator Quality Data for High-Poverty and Low-Poverty Littleton Public Schools			
School	Highly Qualified %	Not Highly Qualified %	Licensed %
Low Poverty			
Littleton High School	100.0	0.0	100.0
Littleton Middle School	100.0	0.0	100.0
Russell St Elementary	100.0	0.0	100.0
Shaker Lane Elementary	100.0	0.0	100.0

LITTLETON:

2007 ADEQUATE YEARLY PROGRESS (AYP) DATA

ENGLISH LANGUAGE ARTS				
Grade Spans		2006	2007	2007 Subgroups Not Making AYP
Grades 3-5	Aggregate	Yes	Yes	Special Education -
	All Subgroups	Yes	No	
Grades 6-8	Aggregate	Yes	Yes	
	All Subgroups	Yes	Yes	
Grades 9-12	Aggregate	Yes	Yes	

ENGLISH LANGUAGE ARTS

All Subgroups	Yes	Yes	
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MATHEMATICS

Grade Spans		2006	2007	2007 Subgroups Not Making AYP	
Grades 3-5	Aggregate	Yes	Yes		
	All Subgroups	Yes	Yes		
Grades 6-8	Aggregate	Yes	Yes		
	All Subgroups	Yes	Yes		
Grades 9-12	Aggregate	Yes	Yes		
	All Subgroups	Yes	Yes		

Adequate Yearly Progress History										NCLB Accountability Status	
		1999	2000	2001	2002	2003	2004	2005	2006	2007	
ELA	Aggregate	-	-	Yes	No Status						
	All Subgroups	-	-	-	-	Yes	Yes	Yes	Yes	Yes	
MATH	Aggregate	-	-	Yes	No Status						
	All Subgroups	-	-	-	-	Yes	No	Yes	Yes	Yes	

AGRICULTURAL COMMISSION

Members : Ken Banks -Vice-Chairperson, Jill Brown, Alex Campbell, Linda Cantillon – Clerk, Rich Carter, Amanda DeFreest, Janet Dutcher, Julie Lucas, John Mitchell, Dan Pickard and Peter Yapp

The Littleton Agricultural Commission is in its second year of existence. We are now a full committee with 7 regular members and 5 alternates. We meet once a month at Town Hall, generally the third Tuesday.

The Commission was very active in its first full year of existence. Among our activities were:

- Participation at the Fay Park Country Fair in September
- Participation in the Holiday Bazaar
- Established a Gift Fund for the purposes of producing a Buy Littleton Brochure campaign
- We ordered and have sold “Locavore” t-shirts and “Save Our Farms” recycle bags and Commission member Jill Brown designed and produced beautiful note cards of our major farms
- We have made initial contact with the Superintendent of Schools to discuss various Education and Nutrition ideas

We have many more goals to accomplish from our adopted work plan.

There are many individuals and business that have overwhelmingly supported our mission. We wish to thank Donelan’s Supermarket for their generous contribution to the Agricultural Gift fund; their donation will make it possible to produce literature for the Buy Littleton Campaign and other goals.

We would also like to thank Angela Wilde of Options Boutique and the Seaward Family of Camp Nashoba for their generous contributions to this Fund.

Additionally, items for the Holiday Bazaar were donated by Springdell Farm, Spring Brook Farm, Gary's Farm Stand, Cataldo's Nursery and Colonial Gardens. The proceeds from these donations will benefit the Agricultural Gift Fund for furthering our mission to create awareness, appreciation and education on the value of our farms. We extend our appreciation to these businesses as well.

We wish to acknowledge the guidance we have received from the Selectmen's office, particularly Jennifer Gibbons and Keith Bergman as well as Town Accountant Bonnie Holston. We are also grateful for the guidance and support from Selectman Alex McCurdy, the Littleton Conservation Trust and Chris Chisholm, Regional Planner for the Department of Ag Resources. Ms. Chisholm has been particularly generous with her time, attending our Fair and a Selectmen's meeting on preserving farmland.

Several members have attended the Mass Agricultural Commission Conference and we are actively making contacts with other Commissions. We move forward with our stated goals and mission and encourage anyone to visit us with ideas. Please read more about our mission and agriculture on the town website.

Respectfully submitted,
Jamie Cruz, Chairperson

FIRE DEPARTMENT

It is the mission of the Littleton Fire Department to provide protection of lives and property through a combination of emergency response and loss prevention services.

The Fire Department ended the year approximately 12% above last years' run volume. Firefighters and EMT's began last year at a slow but steady pace but ended 2008 with a significant increase and that spiked our end of year run volumes to over 1402 emergency responses. The second season with a relatively quiet brush season kept our emergency volume steady which turned out to be just slightly above last year's run totals with 1402 emergency calls in the calendar year of 2008. Fire prevention and the on-duty crews handled almost 1550 routine events; this includes inspections, permitting, fire alarm work, fire drills and pre-planning of commercial buildings. This volume continues to increase in 2008 in these types of activities due to primarily a proactive fire prevention effort and a very cooperative community.

The department placed 1 new piece of apparatus in service in July. A 1985 Ford Explorer was replaced with a new 2008 Toyota Tundra ¾ ton pickup truck. This truck will serve as a service truck to relieve the larger apparatus from doing the more routine type calls such as pumping out basements. This vehicle is multifunctional by being able to serve as a front line response vehicle when additional personnel are the additional resource needed at an incident such as a medical emergency.

I would like to again thank all the members of the department for their continued dedication to the department and the town. Even though time commitments outside the department continue to climb there is rarely a hesitation in responding to calls or to even when just volunteers were needed to help with non-emergency tasks. This department's success has been achieved through community spirit, interdepartmental teamwork and a general sense of cooperation and teamwork. The department has one of the most active and largest combination forces in the area and they continue to be known for their quality and dedication. As our economic times worsen and all of us are impacted the department will need strong continued community support as we adjust staffing patterns to provide the timeliest efficient service available. In May the department was able to add 2 more full-time firefighter/EMT's, this was done with the assistance of a federal grant that provided seed money to do so. These jobs were able to improve coverage by having at least two people on duty from 6 a.m. to 6 p.m. 7 days a week.

Emergency Response Statistics

Fire/Explosion :

Structure fires	16
Brush fires / illegal burning	11/35
Chimney fires	5
Vehicle fires	8
Overpressure/rupture	15
Alarm Investigations, false alarm, smoke investigations	201
Mutual aid to neighboring towns	13

Emergency medical and rescue:

Medical emergency	682
MVA with injury	144

Hazardous conditions:

Flammable liquid spills	9
Flammable gas release	37
Electrical	48
Carbon monoxide, other	47

Service calls:

Emergency water condition	42
Lockout	33
Good intent calls	61

Breakdown of responses by time of day:

The time of day in which emergency response are requested have not changed significantly over the past 5 years. 67% of all emergency calls were handled between 6 a.m. and 6 p.m., which are now covered 7 days a week by the full-time staff. They also have routine inspections and drills that occur Monday through Friday between 8 a.m. - 4 p.m.

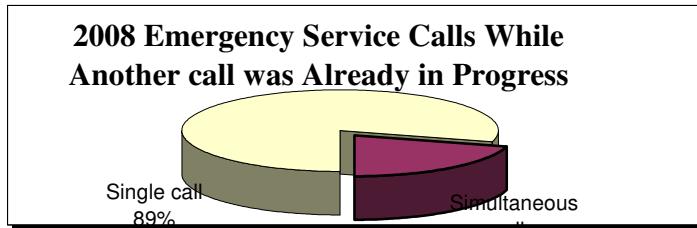
Ambulance Responses

Ambulances respond to a variety of incidents beyond medical emergencies. These include structure fires, motor vehicle accidents, rescues and non-emergency transports. The ambulance response volumes are as follows:

Primary ambulance	765
Second ambulance	186
Paramedic Team Response	243
Mutual aid from adjacent towns	30

The ambulances responded to 951 medical emergencies that include motor vehicle crashes. There were 243 incidents that required a paramedic team for additional support. These highly specialized teams are sent from Emerson Hospital, Ayer Fire or a Greater Lowell EMS unit.

The department responded to 129 calls while units were already involved at other incidents. This relates to 11% of the time multiple incidents are occurring in the town.



Fire Safety, Inspectional and Public Education Services

The fire prevention division of department, along with the entire day shift staff, had another busy year with fire safety inspections, education, code enforcement, box plug-outs and pre-incident survey/plans totaling over 1550 tasks during the year. They conducted 323 inspections that included both businesses as well as residential properties. 25 fire drills were conducted which included all of the schools and several businesses such as the Life Care of Nashoba Valley nursing home and Minute Man Arc.

Fire prevention continues to make many site visits for the purposes of assisting businesses and schools in the development of crisis response and emergency preparedness planning.

The department continues to work with residents and business owners to provide the highest level of safety for emergency service personnel and all of the customers served.

Permits and Fee Schedule:

Home smoke and carbon monoxide detector and oil burner inspections are done on Tuesday and Thursday of each week and can usually be scheduled within 24 hours of calling the station at (978) 952-2302. Each time a home is either refinanced or sold a smoke and CO detector inspection is required before the closing can occur. Please remember to plan accordingly for an inspection in the event adjustments are required. Oil burner technicians are required to have a permit to replace burners, oil tanks or any other major oil heating system work. Property owners considering this type of work should insist that the repairs are conducted with permits in place.

In 2008, 384 open-air burning (brush) permits were issued. Many of these permits were activated several times during the season bringing the total permits activated to over 708. Burning season begins January 15th and runs through May 1st of each year. Burn permits are available at the station beginning January 1st each year. Burning hours are between 10AM and 4PM but you must call (978-952-2302) each day when you burn to activate the permit and confirm that burning will be allowed that day.

Respectfully submitted,
Stephen Carter, Fire Chief

Fire Department Permits are required for: *(Permits are \$25 unless otherwise noted)*

Smoke / Carbon Monoxide (as of March '06) Detector Inspection

Oil Burner Inspection-

Brush / Open Air Burn Permits - \$10.00

Propane storage -

Blasting -

Bonfires and the burning of Christmas trees

Cutting and welding

Fire protection systems – *installation and repair*

Fireworks

Flammable and combustible liquids – *storage*
Fuel transfer operations
Tank vehicles and transportation of combustible liquids
Salamanders – *used as temporary heating*
Underground storage tank removal - \$30.00

Emergency services are provided through a combination of on-call, career and volunteer firefighters, EMT's and specialists. The fire station is staffed with personnel for an initial response from 6am to 6pm 7 days a week. On-call firefighters and EMT's provide primary emergency response coverage at all other times. The station is not staffed during the hours of 6 P.M. – 6 A.M.



Firefighters and EMT's at work at a motor vehicle accident on Rt. 495 on icy morning in March involving a tractor trailer unit on top of a car. The December ice storm kept crews busy for almost 4 days, the picture above shows Dogwood Rd. the Friday morning of the storm.

HOW TO CONTACT US

- Non-emergency business line: **(978) 952-2302**
- Administrative office hours: **9am to 5pm Monday - Friday**
- Fire Prevention, Code Enforcement, Inspectional and non-emergency services:
- **8 am to 4 pm Monday - Friday**
- Burning permits: **8am to 6pm 7 DAYS A WEEK**

Web site with e-mail access: www.littletonfire.org

9-1-1 is the number to report an emergency 24 hours a day

PARK AND RECREATION COMMISSION

The Parks, Recreation & Community Education Commission is made-up of five residents elected by the Town of Littleton voters. The Commission is a policy-making board responsible to the Town for

providing year-round quality indoor and outdoor recreation activities for children and adults. In addition, the Commission serves as the direct supervisor for the Director of the Department. They are concerned with meeting appropriate community-based needs that are cost efficient and within the reach of the overall community resource base while providing the highest level of participant satisfaction. All individuals with special conditions are entitled to participations and all effort will be made to make reasonable accommodations for those who may need it. Commission meetings are open to the public and posted at Town Hall and on the Department's website—www.littletonrec.com. Meetings are held the second Monday of each month in the Parks and Recreation Conference Room (Room 121) in Town Hall and are open to the public.

Park and Recreation Commission members for 2008 included: Brian Richter, Chairman; Fred Freund, Vice-Chairman; Geralyn Miller, Secretary; Gary Austin and Jim Ray.

Department Operations:

2008 began with Sharon Martel ably serving as interim Director, replacing Lisa Paradis. In April, the Commission hired Kate Hodges as the new permanent Director of the department. Kate comes to Littleton as a graduate of the University of Massachusetts, Amherst. Prior to coming to Littleton, Kate was the Director of Parks and Recreation for the Town of Coventry, CT. She holds her certification as a Parks and Recreation Professional with the National Parks and Recreation Association and brings new energy and excitement to the Department. Kate and her husband Chris, a CT Police Officer are the proud parents of twin boys Zack and Ryan who turned one in January. She is excited to be in Littleton and is looking forward to working hard for the Town.

Department operations are funded almost totally from program revenues and user fees. It is with this notion in mind that the Department seeks to maintain high-quality programming at little cost to the tax payer. Revenues from beach stickers, for example, fully subsidize the payroll for lifeguards.

Program & Event Highlights:

This year, the Department ran over 500 programs and events for the people in Littleton. The Community Education division of the Department maintains a line of quality enrichment and education-based programming for adults and children. The quarterly brochure is distributed to over 10,000 homes in the Littleton area. Highlights to the Community Education Division included the Friday Karate classes, the 6-week Kids Adventure Summer Enrichment Program and the plethora of adult classes which taught highly-skilled and informational lessons to the community.

The Summer Camp and Swim season was also a great success. With over 150 children signed-up for Town-offered swimming and boating lessons and over 200 beach stickers sold, Long Lake was an area of great use this past season. Under Kate's direction, the Aquatics Management team instituted bi-monthly in-service training sessions and mandatory staff meetings to increase lifeguard professionalism and accountability. Comments were made throughout the season that this year was 'a wonderful year' at Long Lake and the progress the Aquatics staff was making was well appreciated by patrons and townspeople alike. Camp Tahattawan had another terrific summer season with all six week-long sessions at maximum capacity. Highlights for camp trips this year included a guided tour of Fenway Park and a trip to Breezy Picnic Ground in July. Camp staff worked hard to incorporate learning components into camp including daily specialty sessions of: science and nature, music and drama, arts and crafts, and sports and games. The afternoons were filled with group-play, fun on the camps new inflatable water-slide, and trips to the lake for boating and free swim time.

Lastly, while programming took-up a huge portion of the Department's staffing hours, Director Kate Hodges spent most of the year working to streamline the accounting and budget process for the Commission. Kate implemented quarterly expenditure and revenue reports which included program highlights and Department accomplishments. A system of budgeting with coincides with the goals for

the Department was implemented, and made the process more ‘user-friendly’ for Commissioners and staff members. Lastly, great time was taken to work with the Town’s Personnel Board to develop a seasonal and temporary pay-scale that was equal and fair to all hires. With this endeavor, over twenty-five new job descriptions were created and grades to coincide with the many program and site workers’ within the Department’s employ. In conclusion, 2008 was a great year of change and progress within the Department.

We are making great strides towards our goal of serving the people of Littleton better. As always, should you have an idea for a program or any comments about our operation or existing program offerings, please do not hesitate to contact us via email at: littletonrec@littletonma.org or via phone at (978) 486-3120.

PERMANENT MUNICIPAL BUILDING COMMITTEE

On the heels of the successful construction of a new Middle School, the Permanent Municipal Building Committee (PMBC) focused its efforts this last year almost exclusively on the new Police Station Headquarters project, seeking the necessary approvals, assembling a project team and monitoring construction.

Voters at the May 5 Special Town Meeting approved supplemental funds to complete the design, produce construction documents and conduct the bidding process for the construction of a new Police Station on town-owned property at 500 Great Rd. Voters subsequently approved a debt exclusion ballot question at the May 10 Annual Town Election., which allowed the Board of Selectmen to then approve a change order with The Carell Group, Inc., the project architects, in the amount of \$300,000 to complete the design, construction documents and bidding.

At the October 20 Special Town Meeting, voters approved borrowing \$6.28 million for the construction of a new Police Station. Voters at the November 4 Presidential Election ratified that decision by approving the debt exclusion ballot question.

These approvals allowed the Permanent Municipal Building Committee to begin the construction phase of the project in earnest. On November 13, the PMBC voted to award the construction contract to the low bidder, G&R Construction of Quincy for \$4,400,700, an amount that included the base bid and one alternate.

On November 21, the town held a groundbreaking ceremony, which officially kicked off the project. The PMBC has hired PMA Consultants, Inc., as the town’s Owner’s Project Manager, with responsibility for schedule and budget oversight. If all goes according to plan, we hope to have the new facility in operation by early 2010.

The PMBC has also been working cooperatively since the spring with the Historical Society to develop a plan to replace the slate roof on the Houghton Memorial Building. The Committee stands ready to manage the construction phase of this project when funding becomes available.

Respectfully submitted,

Joseph S. Collentro, Chairman
Mark Mizzoni
Jef Feehan

Richard Crowley, Vice-Chairman
Paul J. Avella
Ron Catella

Kevin Goddard, PMBC Construction Administrator

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SCHOOL BUILDING COMMITTEE

The School Building Committee would like to report the following information on its activities for 2008. In the fall of 2006 the School department applied for funding for repairs to the Russell Street School from the Massachusetts School Building Authority (MSBA). The Russell Street School was built in 1967 and has not seen a major repair (except for the roof which was done a few years ago) since that time. The school has been operating with the same electrical and heating systems for over 40 years. This is an incredible achievement, for at that time schools were designed with a life span of 25 years.

With the opportunity at hand for almost 50% reimbursement, the school department set out to apply for funding for repairs and/or replacement of the mechanical equipment.

In the fall of 2008 the MSBA notified the School Department that they would consider the Russell Street School under the new funding bond, and set up a date to examine the school by their own engineers. The MSBA followed their exam with a report that agreed with earlier assessments that the mechanical and electrical systems, windows and other operating systems were at the end of their life and qualified for funding under the new program.

There were many subsequent meetings with the MSBA. The Town Selectmen needed to appoint a special building committee for this single project and established the "School Building Committee" in the fall of 2008. Since that time, the Town appropriated funds (at the fall 2008 Town Meeting) to perform a formal feasibility study. This was the first requirement by the MSBA. We then brought in a professional Owner Project Manager and an architect, both of which had to be reviewed and approved by MSBA before we could sign a contract with them. The project will continue through the feasibility process in 2009.

RUSSELL STREET SCHOOL BUILDING COMMITTEE

Richard Crowley, Chairman

Jane Hall, Vice Chair

Paul J. Avella

Diane G. Bemis

Keith Bergman

Ronald Catella

Joseph Collentro

Jef Feehan

Steven Mark

Mark Mizzoni

Steve Venuti

NASHOBA TECHNICAL HIGH SCHOOL

Nashoba Valley Technical High School is a regional technical high school established in 1969 to serve students grades 9-12 and also provides post-graduate programs for those between the ages of 18 and 25 years old. Nashoba has earned an impressive reputation for producing community leaders as well as providing community service. With an enrollment of approximately 700 students from seven communities, Nashoba Valley Technical High School offers career

Littleton's NVTHS School Committee Members

Augustine Kish, Vice Chairman

Alternate

Robert LaVallee

preparation in 16 technical programs.



Administration

Dr. Judith L. Klimkiewicz	Superintendent
Mr. Victor Kiloski	Assistant Superintendent/Principal
Ms Carol Heidenrich	Director of Technology
Ms Melissa LeRay	Director of Student Services
Ms Denise Page Pigeon	Director of Curriculum/Grants
Mr. Matthew Ricard	Dean of Students
Mr. George Kalarites	Facilities Manager
Ms Clare Jeannotte	Business Manager
Ms Jobee O'Sullivan	Admissions Coordinator
Ms Gabriella White	Academic/Testing Coordinator
Mr. Paul Jussaume	Vocational/Cooperative Coordinator

Accreditation: New England Association of Schools and Colleges.

Three 12-week trimesters. Eight 45-minute periods set in a block schedule, five days per week. The school schedule alternates one week of academic classes with a week in a career-technical area for grades 9 through 12.

The Year in Review

In 2008 Nashoba approved the addition of a music teacher to its faculty. It is the first time in the school's history the school has offered a music program in its course selections. This will serve to bring more opportunities to study all areas of the TV Media/Theatre Arts industry.

Nashoba is working to advance its green initiative with an energy audit to assist the school with alternative energy source designation that will serve to train students in the construction of alternative energy sources. Additionally, it will help to offset fossil fuel usage and cost. Nashoba is the first school in the Commonwealth to use water borne paints in its Autobody Program. This reduces, according to research, the volatile gases by approximately 90%. Furthermore, Nashoba has involved the school committee in its green initiative by emailing agenda packets to save on paper waste and the cost of mailing.

Nashoba continues as a satellite campus for Fitchburg State College with many professional development and advanced graduate matriculation opportunities for teachers and administrators. Classes have been well attended and interesting to all participants.

Finally, NVTHS continues to improve its post secondary opportunities for students with multiple new articulation programs with public and private colleges, as well as, immediate career placement with its ever increasing business and industry partners. Nashoba also offers technical education to suitable recent high school graduates on a space available basis at no cost to the student.

Vocational-Technical Programs

- Auto Collision Repair & Refinishing
- Automotive Technology
- Banking, Marketing & Retail
- Business Automation Technology
- Carpentry/Cabinet Making
- Cosmetology
- Culinary Arts/Hotel Restaurant Management
- Dental Assisting

(Secondary & Post Graduate)

- Design & Visual Communications
- Electrical Technology
- Electronics/Robotics
- Engineering Technology
- Health Assisting/Early Education & Care
- Machine Tool Technology
- Plumbing/Heating

TV Media Production/Theatre Arts



Special Academic Programs

Advanced Placement Honors and College Preparatory courses are available in all core subjects. Foreign language and additional educational courses are offered for all four years for all interested students.

Dual Enrollment

Juniors who are eligible and recommended by teachers/administration may elect to enter the Dual Enrollment Program and take courses the junior and senior year at a two- or four-year public college or private institution in Massachusetts or New Hampshire. Upon completion, they receive their high school diploma from Nashoba and one or two years of college credit. More than 30 students in recent years have graduated with an Associates degree from college and their high school diploma at the same time. Also, individual study programs for talented students are directed to their area of excellence. Many of our students are accepted at such distinguished institutions as MIT, Ithaca College, Emerson College, Boston University, and University of Massachusetts, among others.

Student Activities

Nashoba sponsors an extensive program in intra-scholastic sports including varsity teams in 10 high school sports with equal opportunities for both male and female students. Other extracurricular activities include Student Council, National Honor Society, Yearbook, Students Against Destructive Decisions, Skills USA, Student Leadership, Peer Mediation, and many special interest clubs. **No user fees** are imposed on any sport, school sponsored club or activity.

Continuing & Community Education

More than 700 adult students attended the Continuing Community Education Program in late afternoon and evenings at Nashoba. More information can be found on the NVTHS website.

Community Service Projects

Nashoba is unique in its approach to community service and its relationship to its district towns. Students are expected to go with their instructors to areas of our district to work on community

service projects that have been approved and selected for their benefit to the community and the learning of our students. The students perform necessary work for the district towns. The Community Service Program educates students in a real world setting and allows the towns the benefit of viewing Nashoba students at work and having a major project completed without expending limited town resources for capital improvement. Samples of projects completed for Littleton recently are: Luncheons for the Council on Aging.

PLANNING BOARD

The Planning Board held 26 meetings during 2008, including several joint meetings with other Boards and Departments regarding “Expedited Permitting” and “Economic Development”. The Expedited Permitting and Economic Development discussions kicked off for the year on January 31, with a roundtable session with Selectmen, Conservation Commission, Board of Health, and Board of Appeals, facilitated by MAPC. Much of 2008 was spent preparing to meet Expedited Permitting requirements to provide prompt response to future development proposals, allowing appropriate development to be approved in a timely manner. In addition, with the assistance of Mass Development, the Town is utilizing funds from the Expedited Permitting Grant to fund a Transportation and Traffic Study. Planning Board members continue to remain active in numerous committees, including the Economic Development Steering Committee, Open Space Committee, Community Preservation Committee, Permanent Municipal Building Committee, Sign Bylaw Committee, and Lucy’s Land Committee.

One zoning amendment was approved at the May 2008 Town Meeting regarding a minor update of the Aquifer and Water Resource District Bylaw. Two Citizen’s petitions to rezone several “Residential” land parcels to “Business” were submitted to the Town, but were submitted too close to the May Town Meeting to allow a thoughtful and considerate discussion of the merits of the proposals. Both the sites in question were along Great Road on currently undeveloped land, some of which is used for farming operations. The proposal to rezone the “south” side of Great Road was withdrawn prior to the May Town Meeting. The proposal to rezone the “north” side of Great Road was withdrawn at the Fall Town Meeting; discussions regarding rezoning of this site will continue in 2009, with a vote anticipated at the May 2009 Annual Town Meeting. A proposed amendment to zoning to no longer allow “Use Variances” was submitted in the fall; Public Hearings on this zoning amendment are ongoing, and a vote is anticipated at the May Annual Town Meeting 2009. New Subdivision Roads accepted as Public Ways at Town Meeting included Whitetail Way, Grist Mill Road, and Surrey Road, marking the end of Planning Board oversight of construction of these subdivision roadways.

There were few applications for residential development approvals in 2008, with two Definitive Subdivisions approved: The Village at Newtown Hill (4 lots) and Lexington Place (1 new lot). A total of 7 ANR (Approval Not Required under the State Subdivision Control Law) plans were submitted and approved, creating 6 new residential lots. The Planning Board and Tree Warden issued one Scenic Road Special Permit for the reconstruction of Goldsmith Street. Applications for new commercial development were slow this year, with two projects approved; the Hilton Homewood Suites, a 114-unit extended stay hotel at Monarch Drive, and the new Police Station at 500 Great Road. Several existing Site Plans were modified, including: 592 King Street/new layout for Acton Medical Associates; 217 Great Road/Auto Restoration Center; 265 Foster Street/Outdoor Storage for Eggrock, Inc., 30 Porter Road/new loading docks, and 151 Taylor Street to allow emergency access to the Hilton Homewood Suites site. Extensions of approvals to allow additional time for construction were approved for: 260 Ayer Road and Distribution Circle Drive. Wireless Telecommunications Special Permit applications

were approved for co-location of Metro PCS at 59 Porter Road and 28 Cedar Road (municipal water tank), and Permits were renewed for Omnipoint/T-Mobile at 559A Newtown Road, 59 Porter Road, and 678 Great Road.

The Planning Board held numerous Public Hearings, carefully deliberated, then denied applications for Aquifer and Water Resource District Special Permits and Site Plan at 169 King Street for “The Barking Dog”, a proposed doggie daycare and kennel. Following the denial, the applicant appealed the Planning Board decision to Land Court, putting the project into litigation. Recent updates include a “Remand” of a revised project proposal back to the Planning Board, a decision by the Land Court Judge to require the Planning Board to review a modified layout for this site; Public Hearings will be held in 2009.

The Planning Board office, now located in Room 303 of Town Hall, is open from 9:00 a.m. to 4:00 p.m. Monday through Friday. Planning Board meetings are held on Thursday evenings, usually a minimum of twice per month.

The Board appreciates and encourages public attendance at its meetings and encourages citizens to offer their constructive comments. Planning Board meetings are posted in Town Hall, and also for information, on the town Web site, www.littletonma.org. The Board thanks Town officials and members of the various Boards and Departments for their cooperation and assistance throughout the year. Please feel free to call the Planning Board Office at 978/486-9733 or email at MToohill@littletonma.org with any questions.

Janet LaVigne, Chairman
Steve Wheaton, Vice Chairman
Gregg Champney, Clerk
Mark Montanari, Member
Richard Crowley, Member

METROPOLITAN AREA PLANNING COUNCIL (MAPC)

Report from Town’s Representative to the Metropolitan Area Planning Council (MAPC) and Minuteman Advisory Group on Interlocal Coordination (MAGIC)

MAPC held quarterly meetings of the entire Council during the year and the representative from Littleton also participated through the MAGIC sub-regional meetings.

In December, 2008, MAPC adopted the MetroFuture Implementation Strategies. These 13 strategies represent a comprehensive approach to achieving the MetroFuture vision. The recommendations include short- and long-term action steps for planning, policy and spending changes at every level of government, along with steps that can be taken by the private sector and even by individual households across the region. Together, they will serve as a critical guide for moving MetroFuture from the development stages into execution, in 2009 and beyond. MetroFuture has prepared two documents presenting the implementation strategies: one includes the [full text of all 13 strategies](#); the other is a much shorter [outline of recommendations](#).

[Jennifer: These are active links but in a printed document you would have to print out the entire http address—these links are optional, up to you].

Last year, Littleton received funds under the Chapter 43D Expedited Permitting program to hire MAPC to assist the town in implementation of expedited permitting. Funds from this program were also used by the town to increase the hours of some of the town’s permitting staff, and are also being used to hire the transportation consultant that is working on the analysis of the transportation impacts of (and

potential mitigation measures related to) future development of the priority development sites (Cisco and IBM).

The town has just received notice that MAPC will be allocating District Local Technical Assistance funds to enable MAPC staff to work with Littleton in the upcoming year to work on preparation and implementation of an overlay district which will enhance the ability provide the types of businesses desired by townspeople and by IBM.

MAGIC held seven regular meetings and five special meetings in 2008. The standard meetings consisted of local officials from the thirteen communities discussing transportation planning and priorities for state funding, state zoning reform, large regional transportation projects, local walkway initiatives, aerial and oblique imagery, rails and trails projects, the U.S. Census, grant programs for municipalities, and other inter-municipal planning issues. MAGIC provided input into various state and regional transportation plans, as well as commented on MEPA reviews.

For the special meetings, MAGIC hosted two well-attended legislative breakfast to facilitate communication between municipal officials and the MAGIC legislative delegation. MAGIC also hosted a training by the Citizen Planner Training Collaborative (CPTC) on affordable housing, a 2-day training GIS training session. MAGIC members also attended a local strategy session for MAPC's MetroFuture initiative.

CEMETERY COMMISSION

In Honor of
Walter C. Higgins
1930-2009

Walter Higgins' legacy extends well beyond being an employee of the Town of Littleton. Walter was Westlawn Cemetery and all that it is today. The employees of the Cemetery Department are more like a family and we feel a tremendous sense of personal loss in his passing on February 9, 2009 after ten years working together.

From the beginning, Walter relieved the Commissioners from daily responsibilities and took charge in many ways. Focused, capable and driven, Walter assumed a leadership role and always provided updates and results from his research and work to the Commissioners. He also hired and fostered the amazing talents of Craig Sullivan and Laurie Taylor as Groundskeepers, who implemented the plans. Together this team was unbeatable.

During Walter's tenure, a few of his major contributions and accomplishments include: successfully receiving grant funds for the restoration of Lucy Mead's tomb; the historical return of the Old Cemetery to what it looked like in the early 1800's as well as annual monument cleaning and repair, working with the members of the Historical Commission.

New burial sections at Westlawn were meticulously designed and laid out, including the Davis Loop area; as well as old roads returned to original walking paths. The addition of vertical granite road markers added classic touches and provided visitors ease in navigating the cemetery. At Walter's direction, areas were reseeded, new perennial gardens added and flowering and decorative trees strategically planted.

Ever mindful of expenses, Walter created the Memorial Brick path, a Memorial tree and bench program, as well as overseeing the design, location and building of the gazebo.

The concept of the pet cemetery became a reality under Walter's direction. Today Charlotte's Garden is a beautiful and hidden gem within Westlawn with its meandering path through the woods to a charming open area surrounded by a stone wall.

Initially intimated by technology, Walter quickly took command and revised and updated the equipment and software; and today all burial records are available through the Cemetery website, as well as most obituary notices of the past few years. Family genealogists appreciate the ability to conduct research on family history with this welcome addition. Additionally the Cemetery Department's long range plans, business development plans and concepts toward the future are all the result of the painstaking research and attention to detail by Walter.

Ever the gentle man, Walter was a reassuring presence for families as they completed final arrangements; and he was available when the family needed him. Walter's approach was all about providing service to those in need with great knowledge and a gentle touch.

For those of us who he leaves behind, our duty is to continue with the fine traditions Walter established. Craig and Laurie will continue along with Walter's mission with the full support of the Cemetery Commissioners.

The death of Walter Higgins represents losing a rare man, among a small group of people highly dedicated to their role, not just a job, but a passion to make a difference. The members of the Littleton Cemetery Department are proud to have had the good fortune to know, work with and love Walter.

It is in that spirit, we dedicate this annual message to him and his memory. We will not see his likes again.

David Badger, CH
Susan Fougstedt, TR
Deborah Williams, SEC

Craig Sullivan, Groundskeeper
Laurie Taylor, Groundskeeper

VETERAN'S AGENT REPORT

The Office of the Veterans Agent is an extension of the Massachusetts Department of Veterans Services. The Veterans Agent provides information, advice, and assistance regarding eligibility for a wide range of state and federal benefits for veterans, their dependents, and widows and children of deceased veterans.

Indigent veterans and dependents may qualify for necessary financial assistance for food, shelter, clothing, housing supplies and medical care in accordance with a formula which takes into account the number of dependents, if any, and income from all sources. Other eligible veterans will receive assistance in applying for state or federal benefits/services for which they may be entitled. You may review these benefits and services from your home computer by logging-on to www.mass.gov and enter Veterans Services in the search box for State benefits, www.va.com for Federal benefits, or come by my office for information and assistance.

During this calendar year, all requests for assistance have been processed or passed to other agencies for the needed help. All veteran's graves have been visited, marked and had a flag placed for Memorial Day. The War Memorials are being suitably maintained.

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There were eight (8) burials for veterans in the Westlawn Cemetery this year. We honor their service and mark their passing below:

Ward S. Randall	U.S. COAST GUARD	KOREA
George E. Spurr, Jr.	U.S. AIR FORCE	KOREA/VIET.
Richard W. Brown	U. S. COAST GUARD	WWII
Jerome Francis Rooney	U.S. AIR FORCE	WWII
Warren Lorenzo Palmer	U.S. ARMY/NAVY/AF	WWII/KOREA
Harold J. Robinson	U.S. ARMY	WWII
Thomas Joseph Hurley	U.S. ARMY	KOREA
John S. Adams, Jr.	U.S. NAVY	WWII

Veterans in need of assistance or information may contact Allen McRae at 978-952-2325 or e-mail McRae@Littletonma.org. You may always visit the office in Room 222 at the Town House between 9:00 am and Noon on Monday's and Thursday's.

TOWN CLERK

VITAL STATISTICS – 2008

At the recommendation of the Registry of Vital Records and United States Department of State we will no longer be printing vital records in the town report. This will help to protect the privacy of the individuals as well as help to curb identity theft. We will maintain the lists of names and dates in the Office of the Town Clerk for anyone interested in reviewing them.

Number of Births: 70; Number of Marriages: 31; Number of Deaths: 93

MAY 10, 2008 - ANNUAL TOWN ELECTION

Pursuant to the warrant and the Constable's return thereon, the polls were opened at 8:00 A.M. by Mildred McGovern, Election Warden. The ballot boxes were examined by the Constable and presiding officer, set at 0 and so recorded. The polls closed at 8:00 P.M.

MODERATOR	One Year Term	VOTE FOR ONE
TIMOTHY GODDARD 62 Edsel Rd	Incumbent	1131
	(Write-In/Blanks)	221
SELECTMAN	Three Year Term	VOTE FOR TWO
JAMES F KARR 12 Elizabeth St KENNETH L SMITH 56 Powers Rd		792
		664

JANET M G WILKINSON		915
2 Laury Ln		
 ASSESSORS	(Write-In/Blanks)	333
FREDERICK FREUND	Three Year Term	
45 Birch Rd	Incumbent	1016
 CEMETERY COMMISSIONER	(Write-In/Blanks)	336
DEBORAH WILLIAMS	Three Year Term	
7 Delaney Dr	Incumbent	993
 ELECTRIC LIGHT	(Write-In/Blanks)	359
COMMISSIONER	Three Year Term	
THOMAS RAUKER	Incumbent	1023
148 Russell St	(Write-In/Blanks)	329
 WATER COMMISSIONER	Three Year Term	
THOMAS RAUKER	Incumbent	1013
148 Russell St	(Write-In/Blanks)	339
 SCHOOL COMMITTEE	Three Year Term	
NANCY MIZZONI	Incumbent	1044
2 1/2 Spartan Arrow Rd	 Incumbent	970
SHAWNA STEA	(Write-In/Blanks)	690
37 White Tail Way	 Three Year Term	
 COMMISSIONER OF TRUST	Incumbent	
FUNDS	 Three Year Term	
Over 40 Write In Candidates	(Write-In/Blanks)	
 PARK & REC COMMISSIONER	Three Year Term	
GERALYN MILLER	Incumbent	1003
21 New Estate Rd	(Write-In/Blanks)	349
 BOARD OF HEALTH	Three Year Term	
PETER CASSINARI	Incumbent	810
12 Lochslea Rd	 Three Year Term	
GINO FRATTALNONE	Incumbent	815
26 Harwood Ave		628
VERA COHEN		
546 Newtown Rd	(Write-In/Blanks)	451
 BOARD OF HEALTH	Two Year Term	
TED DOUCETTE	Incumbent	969
152 Whitcomb Ave	(Write-In/Blanks)	383
 LIBRARY TRUSTEE	Three Year Term	
JAMES CAROZZA	Incumbent	977

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116 Foster St	Incumbent	963
RAY GRANDE		
5 Oak Ridge Rd		
	(Write-In/Blanks)	764
PLANNING BOARD	Five Year Term	VOTE FOR ONE
RICHARD P CROWLEY		993
359 King St		
	(Write-In/Blanks)	359
HOUSING AUTHORITY	Five Year Term	VOTE FOR ONE
MICHAEL MOREY	Incumbent	991
50 New Estate Rd		
	(Write-In/Blanks)	361

QUESTION 1: [New Police Station Design] Shall the Town of Littleton be allowed to exempt from the provisions of proposition two and one half, so-called, the amounts required to pay for the bond issued in order to complete design plans for a new police station to be located on Town-owned property at 500 Great Road?

Yes 802 No 497 Blanks 53

QUESTION 2: [Russell Street School Feasibility Design] Shall the Town of Littleton be allowed to exempt from the provisions of proposition two and one half, so-called, the amounts required to pay for the bond issued for the development of plans and specifications related to the making of repairs to the Russell Street?

Yes 836 No 447 Blanks 69

QUESTION 3: [Town Hall Roof] Shall the Town of Littleton be allowed to assess an additional \$96,000.00 in real estate and personal property taxes, for the purpose of repairing the Town Hall roof for the fiscal year beginning July 1, 2008?

Yes 838 No 459 Blanks 55

QUESTION 4: [Shaker Lane School Expenses] Shall the Town of Littleton be allowed to assess an additional \$30,000.00 in real estate and personal property taxes for the purpose of replacing univent HVAC units at the Shaker Lane School for the fiscal year beginning July 1, 2008?

Yes 816 No 469 Blanks 67

QUESTION 5: [School Technology] Shall the Town of Littleton be allowed to assess an additional \$30,000.00 in real estate and personal property taxes for the purpose of purchasing new and replacement computer systems with printers and accessories for various school departments for the fiscal year beginning July 1, 2008?

Yes 693 No 591 Blanks 68

QUESTION 6: [Fire Department personal protective gear] Shall the Town of Littleton be allowed to assess an additional \$65,000.00 in real estate and personal property taxes for the purpose of replacing and updating personal protective gear for the Fire Department for the fiscal year beginning July 1, 2008?

Yes 960 No 349 Blanks 43

QUESTION 7: Non-binding public advisory question pursuant to MGL c.53, §18A
Shall the public water supply for domestic use in this town be fluoridated?

Attest: A True Copy: Diane Crory, Town Clerk

MAY 5, 2008 – ANNUAL TOWN MEETING

ARTICLE 1 Board of Selectmen Town Officers

To choose all other necessary Town Officers and Committees.

Unanimously voted that the following Officers be chosen for the year 2008:

Fence Viewers: William Farnsworth, Timothy Harrison Whitcomb, Joseph Knox; Field Drivers: Raymond C. O’Neil; Surveyor of Timber & Measurer of Wood Bark: Henry Parlee; Measurers and Weighers of Grain, Hay, Coal and Livestock: Arthur D. Keown, Janet Keown, John Tarves, Ralph McNiff.

ARTICLE 2 Board of Selectmen Annual Report

To hear and act upon the reports of the Town Officers and Committees.

Unanimously voted that the Town accept all printed reports of Town Officers and Committees as published in the 2007 Annual Town Report, as well as, the presentation of the Finance Committee.

Motion was made and seconded to adjourn to the Special Town Meeting at 7:37p.m. Annual Town Meeting reconvened at 10:40p.m. Motion was made and seconded to adjourn the Annual Town Meeting until Tuesday, May 6, 2008 at 7:00 p.m.

Town Moderator reconvened the Annual Town Meeting at 7:00p.m., Tuesday, May 6, 2008.

ARTICLE 3 Board of Selectmen Borrowing Authorization

To see if the Town will vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue for the fiscal year beginning July 1, 2008, in accordance with the provisions of Chapter 44, Section 4 of the General Laws, and to issue a note or notes as may be given for a period of less than one (1) year, in accordance with Chapter 44, Section 17 of the General Laws, or to take any other action in relation thereto.

Voted unanimously to authorize the Town Treasurer, with the approval of the Board of Selectmen to borrow money and issue notes from time to time in anticipation of the revenue for the fiscal year beginning July 1, 2008, in accordance with the provisions of Chapter 44, Section 4 of the General Laws, and to issue a note or notes as may be given for a period of less than one (1) year, in accordance with Chapter 44, Section 17 of the General Laws.

ARTICLE 4 Board of Selectmen/Finance Committee FY2009 Operating Budget

To see if the Town will vote to raise and appropriate, transfer from available funds in the treasury or transfer from the Enterprise and Trust Funds, such sums of money to defray the expenses of the various departments of the Town and to fix the salary and compensation of all

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elected officials for the Fiscal Year beginning July 1, 2008, or to take any other action in relation thereto.

Voted unanimously by the Town to raise and appropriate the sum of \$28,950,079, transfer from Free Cash the sum of \$629,976, to transfer from the Overlay Surplus the sum of \$55,000, and transfer \$29,000 from the following old article balances:

\$16,250.00 from 11/5/07 STM Article 3, Minuteman Tech bill

\$5,000.00 from 11/14/06 STM Article 11, Long Lake Septic Design

\$5,878.51 from 2/11/00 STM Article 7, Jr/Sr HS Architect fees

\$1,871.49 from 5/8/06 ATM Article 5, Salary adjustments,

for a total of \$29,664,055, to defray the expenses of the various departments of the Town and to fix the salary and compensation of all elected officials for the Fiscal Year beginning July 1, 2008

Line	BUDGET COST CENTER	FY 2007 Actual	FY 2008 Budget	FY 2009 Proposed
GENERAL GOVERNMENT				
1	Town Reports/Town Meeting	7,000	7,000	5,000
2	Moderator	100	100	100
3	<i>Selectmen - Salaries & Wages</i>	124,791	136,001	152,810
4	<i>Selectmen - Elected Wages</i>	0	0	0
5	<i>Selectmen - Operating Expenses</i>	17,634	14,100	17,600
6	Selectmen Total	142,425	150,101	170,410
7	<i>Finance Committee - Wages</i>	0	0	0
8	<i>Finance Committee - Expenses</i>	165	1,000	500
9	Finance Committee Total	165	1,000	500
10	<i>Town Accountant - Salaries & Wages</i>	95,728	113,615	123,865
11	<i>Town Accountant - Expenses</i>	7,934	7,000	7,000
12	<i>Town Accountant - Audit Expense</i>	31,750	22,450	22,450
13	Town Accountant Total	135,412	143,065	153,315
14	<i>Board of Assessors - Salaries & Wages</i>	127,610	135,828	143,775
15	<i>Board of Assessors - Expenses</i>	3,933	6,700	6,673
16	Board of Assessors Total	131,543	142,528	150,448
17	<i>Treasurer Salaries & Wages</i>	98,332	109,547	123,154
18	<i>Treasurer Expenses</i>	24,231	6,800	7,800
19	<i>Treasurer Tax Title Expenses</i>	4,082	12,000	12,000
20	Treasurer Total	126,645	128,347	142,954
21	<i>Collector Salaries & Wages</i>	54,094	63,960	67,219
22	<i>Collector Expenses</i>	10,500	13,800	13,800
23	Collector Total	64,594	77,760	81,019

Line	BUDGET COST CENTER	FY 2007 Actual	FY 2008 Budget	FY 2009 Proposed
24	Town Counsel - Total Expenses	146,565	100,000	100,000
25	<i>IT Salaries & Wages</i>	0	64,500	64,500
26	<i>IT Expenses</i>	0	68,850	72,350
27	IT Total	0	133,350	136,850
28	<i>Town Clerk - Salaries & Wages</i>	56,790	57,636	61,660
29	<i>Town Clerk – Expenses</i>	1,196	1,500	1,500
30	Town Clerk Total	57,986	59,136	63,160
31	<i>Elections & Registration –Salaries/ Wages</i>	4,959	0	0
32	<i>Elections & Registration - Expenses</i>	8,477	8,200	9,700
33	Elections & Registration Total	13,436	8,200	9,700
34	<i>Conservation Commission Salaries/Wages</i>	14,209	15,683	15,683
35	<i>Conservation Commission Expenses</i>	20	1,726	1,000
36	Conservation Commission Total	14,229	17,409	16,683
37	<i>Planning Board Salaries & Wages</i>	36,528	40,957	42,110
38	<i>Planning Board Expenses</i>	752	1,225	1,175
39	Planning Board Total	37,280	42,182	43,285
40	<i>Board of Appeals Salaries & Wages</i>	5,253	5,638	5,638
41	<i>Board of Appeals Expenses</i>	1,714	1,200	1,200
42	Board of Appeals Total	6,967	6,838	6,838
43	<i>Public Buildings - Salaries & Wages</i>	22,253	39,538	42,282
44	<i>Public Buildings – Expenses</i>	312,500	232,300	229,556
45	Public Buildings Total	334,753	271,838	271,838
46	Central Communications	76,256	60,000	60,000
47	MAGIC Funding	1,600	1,600	1,600
	TOTAL GENERAL GOVERNMENT	1,296,956	1,350,453	1,413,700
	Percent Increase Over Prior Year	25.61%	4.12%	4.68%
	PUBLIC SAFETY			
48	<i>Police Department - Salaries & Wages</i>	1,059,339	1,113,434	1,192,368
49	<i>Police Department – Expenses</i>	72,752	96,528	86,408
50	Police Department Total	1,132,091	1,209,962	1,278,776
51	Crossing Guard		10,000	10,000
52	<i>Fire Department - Salaries & Wages</i>	428,868	438,510	438,522
53	<i>Fire Department – Expenses</i>	38,043	41,471	41,470
54	Fire Department Total	466,911	479,981	479,992
55	<i>Building Commissioner – Salaries/Wages</i>	78,802	87,748	92,311
56	<i>Building Commissioner - Expenses</i>	1,950	5,480	3,380

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Line	BUDGET COST CENTER	FY 2007 Actual	FY 2008 Budget	FY 2009 Proposed
57	Inspectional Services Total	80,752	93,228	95,691
58	Communications Dept - Salaries/Wages	229,652	243,125	253,269
59	Communications Dept - Expenses	19,293	19,602	18,402
60	Communications Department Total	248,945	262,727	271,671
61	Emergency Management Agency	1,000	1,000	1,000
	TOTAL PUBLIC SAFETY	1,929,699	2,056,898	2,137,130
	Percent Increase Over Prior Year	-3.97%	6.59%	3.90%
	EDUCATION			
62	Nashoba Valley Technical School	426,573	597,964	565,875
63	Nashoba Valley Technical School Total	426,573	597,964	565,875
64	Littleton School Department	13,058,998	13,610,489	14,520,000
65	Littleton School Department Total	13,058,998	13,610,489	14,520,000
	EDUCATION TOTAL	13,485,571	14,208,453	15,085,875
	Percent Increase Over Prior Year	6.59%	5.36%	6.18%
	PUBLIC WORKS SERVICES			
66	Street Lights	0	30,070	30,070
67	DPW - Highway Division – Salaries/Wages	626,497	715,338	715,338
68	DPW - Highway Division - Expenses	422,710	439,022	462,700
69	DPW - Highway Division Total	1,049,207	1,154,360	1,178,038
70	DPW - Wastewater Management	71,978	46,200	50,000
71	DPW - Roadway Repairs/Improvements		275,000	480,000
72	Cemetery Division - Salaries & Wages	92,114	97,112	104,372
73	Cemetery Division – Expenses	26,769	27,700	25,025
74	Cemetery Division Total	118,883	124,812	129,397
75	Snow Removal - Salaries & Wages	60,965	64,393	64,393
76	Snow Removal – Expenses	142,310	61,472	81,472
77	Snow Removal Total	203,275	125,865	145,865
78	B&M Crossing Assessment	2,806	2,806	2,806
	TOTAL PUBLIC WORKS SERVICES	1,446,149	1,759,113	2,016,176
	Percent Increase Over Prior Year	3.49%	21.64%	14.61%
	HEALTH & HUMAN SERVICES			

Line	BUDGET COST CENTER	FY 2007 Actual	FY 2008 Budget	FY 2009 Proposed
79	Board of Health - Salary & Wages	22,604	25,922	26,540
80	Board of Health – Expenses	1,235	1,235	1,235
81	Board of Health - Nashoba Health District	21,027	20,415	21,650
82	Board of Health Nashoba Nursing Service	8,182	7,944	8,250
83	Board of Health - Eliot Clinic	3,780	3,780	3,780
84	Board of Health Total	56,828	59,296	61,455
85	Animal Inspector - Salary & Wages	1,300	1,300	1,300
86	Animal Inspector – Expenses	0	0	0
87	Animal Inspector Total	1,300	1,300	1,300
88	Council on Aging - Salary & Wages	50,375	51,513	55,432
89	Council on Aging – Expenses	14,943	16,389	13,416
90	Council on Aging Total	65,318	67,902	68,848
91	Veterans' Services - Salary & Wages	5,000	5,000	5,000
92	Veterans' Services – Expenses	635	750	750
93	Veterans' Services – Benefits	6,080	12,000	12,000
94	Veterans' Services Total	11,715	17,750	17,750
	HEALTH & HUMAN SERVICES TOTAL	135,161	146,248	149,353
	Percent Increase Over Prior Year	5.68%	8.20%	2.12%
	CULTURE & RECREATION			
95	Library - Salary & Wages	320,656	339,797	351,119
96	Library - Expenses	62,100	65,700	64,800
97	Merrimack Valley Library Consortium	26,011	27,138	28,552
98	Reuben Hoar Library Total	408,767	432,635	444,471
99	Recreation Committee - Salary & Wages	73,537	76,875	76,875
100	Recreation Committee - Expenses	2,963	2,963	2,963
101	Recreation Committee Total	76,500	79,838	79,838
102	DPW Park Maintenance - Expenses		21,422	26,960
103	DPW Park Maintenance Total		21,422	26,960
104	Historical Commission - Salary & Wages	0	0	0
105	Historical Commission - Expenses	700	1,500	700
106	Historical Commission Total	700	1,500	700
107	Memorial Day - Expenses	500	500	500
108	Patriots Day - Expenses	50	50	50
	TOTAL CULTURE & RECREATION	486,517	535,945	552,519
	Percent Increase Over Prior Year	-0.21%	10.16%	3.09%

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<i>Line</i>	<i>BUDGET COST CENTER</i>	<i>FY 2007 Actual</i>	<i>FY 2008 Budget</i>	<i>FY 2009 Proposed</i>
	FIXED COSTS			
109	<i>Gasoline Expense</i>	88,851	100,000	100,000
110	<i>Insurance Expense</i>	278,834	316,250	316,250
111	FRINGE BENEFITS			
112	<i>F.I.C.A. (Medicare)</i>	160,269	161,120	170,000
113	<i>Longevity</i>	0	11,650	13,900
114	<i>Unemployment Premium Payment</i>	0	50,000	50,000
115	<i>Group Health & Life Insurance Premiums</i>	1,936,997	2,335,628	2,110,000
116	<i>County Retirement</i>	901,436	927,440	1,020,666
117	TOTAL FRINGE BENEFITS	2,998,702	3,485,838	3,364,566
	TOTAL FIXED COSTS	3,366,387	3,902,088	3,780,816
	<i>Percent Increase Over Prior Year</i>	3.68%	15.91%	-3.11%
	RESERVE FUND			
118	<i>Reserve Fund</i>	150,000	150,000	150,000
	TOTAL OPERATING BUDGET	22,296,440	24,109,198	25,285,569
	<i>Percent Increase Over Prior Year</i>	6.33%	8.13%	4.88%
	DEBT SERVICE			
119	<i>Short Term Interest Total</i>	375,104	626,802	211,000
120	<i>Long Term Debt Total</i>	3,736,695	3,571,280	4,167,486
	DEBT SERVICE TOTAL	4,111,799	4,198,082	4,378,486
	<i>Percent Increase Over Prior Year</i>	5.34%	2.10%	4.30%
	TOTAL BUDGET APPROPRIATED	26,408,239	28,307,280	29,664,055
	<i>Percent Increase Over Prior Year</i>	6.18%	7.19%	4.79%

ARTICLE 5
Board of Electric Light Commissioners
Electric Light Operating Budget

To see if the Town will vote to raise and appropriate, and/or transfer from available funds, a sum or sums of money, for electricity to be used for street lighting, and that the sum and income from the sale of electricity to private consumer and/or the electricity supplied to municipal buildings and from sales of appliances and jobbings during the current fiscal year, be appropriated for the Municipal Light Plant, the whole to be expended by the Manager of the Municipal Light Plant under the direction and control of the Electric Light Board for expenses of the plant for the fiscal year, as

defined in Chapter 164, Section 57 of the General Laws, including out-of-state travel, and if said sum and said income shall exceed as the Electric Light Board may determine, it shall be transferred to the Construction Fund or other so designated account of said plant and appropriated for such additions thereto as may be authorized by the Electric Light Board and the balance of said excess shall be returned to the Town Treasurer, or take any other action relative thereto.

Unanimously voted by the Town that the income from the sale of electricity to private consumer and/or the electricity supplied to municipal buildings and from sales of appliances and jobbings during the current fiscal year, be appropriated for the Municipal Light Plant, the whole to be expended by the Manager of the Municipal Light Plant under the direction and control of the Electric Light Board for expenses of the plant for the fiscal year, as defined in Chapter 164, Section 57 of the General Laws, including out-of-state travel, and if said sum and said income shall exceed as the Electric Light Board may determine, it shall be transferred to the Construction Fund or other so designated account of said plant and appropriated for such additions thereto as may be authorized by the Electric Light Board and the balance of said excess shall be returned to the Town Treasurer.

ARTICLE 6
Board of Water Commissioners
Water Enterprise Fund Operating Budget

To see if the Town will vote to appropriate \$1,839,637 or any other sum or sums of money from the Water Enterprise Fund to finance the operation of the Water Department for the fiscal year beginning July 1, 2008 (*detail below*), or to take any other action in relation thereto.

*Unanimously voted by the Town to appropriate \$1,839,637 from the Water Enterprise Fund to finance the operation of the Water Department for the fiscal year beginning July 1, 2008 (*detail below*):*

I. Water Enterprise Revenues	
User Charges	\$1,739,637
Enterprise Available Funds	100,000
Investment Income	
Total Revenues	\$1,839,637
II. Costs Appropriated for the Enterprise Fund	
Salaries and Wages	\$584,053
Expenses	769,500
Capital Outlay – Equipment	0
Capital Outlay – Improvements	0
Reserve Fund	100,000
Debt Principal and Interest	386,084
Budgeted Surplus	0
Total Costs Appropriated for Enterprise Fund	\$1,839,637
III. Costs Appropriated for General Fund to be Charged to the Enterprise Fund	
Indirect Costs	\$0
Benefits	0
Pension Costs	0
Total Costs Appropriated for the General Fund.	\$0
Total Costs	\$1,839,637

ARTICLE 7
Board of Selectmen
Emergency Medical Services Enterprise Fund

To see if the Town will vote to appropriate \$271,086, or any other sum or sums of money, from the Emergency Medical Services (EMS) Enterprise Fund to finance the operation of the EMS Department for the fiscal year beginning July 1, 2008 (*detail below*), or to take any other action in relation thereto.

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Unanimously voted by the Town to appropriate \$271,086 from the Emergency Medical Services (EMS) Enterprise Fund to finance the operation of the EMS Department for the fiscal year beginning July 1, 2008 (detail below):

I. EMS Enterprise Revenues	
User Charges	\$300,000
Enterprise Available Funds	-
Investment Income	5,000
Total Revenues	\$305,000
II. Costs Appropriated for the Enterprise Fund	
Salaries and Wages	\$142,900
Expenses	84,925
Capital Outlay – Equipment	25,500
Capital Outlay – Improvements	
Reserve Fund	15,000
Debt Principal and Interest	
Budgeted Surplus	2,761
Total Costs Appropriated for Enterprise Fund	\$271,086
III. Costs Appropriated for General Fund to be Charged to the Enterprise Fund	
Indirect Costs	16,055
Benefits	9,055
Pension Costs	8,804
Total Costs Appropriated for General Fund	\$33,914
Total Costs	\$305,000

ARTICLE 8
Board of Selectmen/Finance Committee
Capital Exclusion Items

To see if the Town will vote to raise and appropriate, and/or transfer from available funds, and or borrow a sum or sums of money, to be expended by the respective Departments or Officers indicated, for the capital projects and purchases itemized and described below; each such amount to be provided contingent upon successful passage of a capital exclusion referendum pertaining thereto on a Town Ballot, or to take any other action in relation thereto.

Unanimously voted by the Town to raise and appropriate the following sums of money to be expended by the respective Departments or Officers indicated, for the capital projects and purchases itemized and described below; provided, however, that each such appropriation shall take effect only if the Town votes (on Town Ballot) to exempt from the limitation on total taxes imposed by Chapter 59, Section 21C of the General Laws (Proposition 2 1/2) the amounts required to fund such appropriation:

- A. Town Hall Roof Repairs: \$96,000 to be expended by the Board of Selectmen for the purpose of repairing the Town Hall roof.
- B. Fire Protective Gear: \$65,000 to be expended by the Fire Department for the purpose of replacing and updating personal protective gear for the Fire Department.
- C. Shaker Lane School: \$30,000 to be expended by the School Committee for the purpose of replacing univent HVAC units at the Shaker Lane School.

D. School Technology: \$30,000 to be expended by the School Committee for the purpose of purchasing new and replacement computer systems with printers and accessories for various school departments.

ARTICLE 9
Board of Selectmen/Finance Committee
Capital Items from Available Funds

To see if the Town will vote to raise and appropriate, and/or transfer from available funds, and or borrow a sum or sums of money, to be expended by the respective Departments or Officers indicated, for the capital projects and purchases itemized and described, or to take any other action in relation thereto.

Unanimously voted by the Town to raise and appropriate the total sum of \$245,000 for Items A, B, C, D, E, F, G, H and I to be expended by the respective Departments or Officers indicated, for the capital projects and purchases itemized and described:

- A. Police Cruisers – leases: \$54,000 to be expended by the Police Department for the purpose of leasing four (4) police cruisers. Said payment will cover the second year's payments of three-year leases for two vehicles, and the first year's payments of three-year leases for two additional vehicles.
- B. Police office trailer lease: \$13,000 to be expended by the Police Department for the purpose of leasing an office trailer for the Police Department. Said payment will cover the second year's payment of a three-year lease.
- C. Fire Equipment Maintenance: \$16,000 to be expended by the Fire Department for the purpose of major equipment repairs and upkeep.
- D. Fire Department Leased Vehicle: \$6,000 to be expended by the Fire Department to lease a vehicle for Fire Department. Said payment will cover the second year's payment of a five-year lease.
- E. Highway Equipment Maintenance: \$15,000 to be expended by the Highway Department for the purpose of major equipment repairs and upkeep.
- F. Highway 1-Ton Dump Truck with Plow: \$55,000 to be expended by the Highway Department for the purpose of purchasing a new 1 ton 4x4 vehicle with plow as a replacement for an existing vehicle.
- G. Highway Lawnmower: \$25,000 to be expended by the Highway Department for the purpose of purchasing a new Front Deck Lawnmower as a replacement for the existing 1989 John Deere.
- H. Highway Sidewalk Plow: \$45,000 to be expended by the Highway Department for the purpose of leasing a new sidewalk plow as a replacement for the existing 1973 Bombardier. Said payment will cover the first year's payment of a year-year lease.
- I. Town Technology: \$16,000 to be expended by the Information Technology Department for the purpose of purchasing new and replacement computer systems and accessories for various Town Departments, including a replacement server and network router.

ARTICLE 10
Planning Board
Zoning Amendment: Aquifer and Water Resource District

To see if the Town will vote to amend the Town Code, to modify the “Aquifer and Water Resource District” bylaw, section 173-63 Design and operation guidelines. Subsection D. Drainage by deleting the word “all” from the first sentence; or take any other action in relation thereto.

Unanimously voted by the Town to amend the Town Code, to modify the “Aquifer and Water Resource District” bylaw, section 173-63 Design and operation guidelines. Subsection D. Drainage by deleting the work “all” from the first sentence

ARTICLE 11
Voters' Petition
Zoning Amendment: Rezone Certain Parcels to Business District

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To see if the Town will vote to re-zone the following parcels located in the Town of Littleton to Business District (B): Map U11, Parcel 4-3, Map U6, Parcels 4-1 and 4-2; or to take any other action in relation thereto.

No affirmative action was taken.

ARTICLE 12 Voters' Petition Zoning Amendment: Rezone Certain Parcels to Business District
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To see if the Town will vote to re-zone the following parcels located in the Town of Littleton to Business: Map U5, Parcels 1, 2 & 2-1; Map U6, Parcels 2, 3, and 2-5; or to take any other action in relation thereto.

No affirmative action was taken

ARTICLE 13 Voters' Petition By-law Amendment: Junk & Debris
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To see if the Town will vote to amend the General By-laws for the Town of Littleton by adding: Chapter 116, Junk & Debris.

116.1. No owner of private property shall keep in the *public view*, on any lot, in any residential district any *substantial amount of junk & debris* for more than a *reasonable amount of time*.

116.2. Definitions

116.2.1 **Junk & Debris** includes but is not limited to the collection of paper, trash, rags, plastics, batteries, tires, scrap metal, scrap construction materials, appliances, mattresses, machinery, machinery parts, vehicle parts, trash furniture, or other items not defined as a structure in accordance with the Massachusetts building Code and the Zoning by-laws, which is not in active use for any purpose authorized in a residential district.

116.2.2. **Public View** shall refer to junk and debris visible from either (i) any property line at six (6) feet or less above ground level, or (ii) by any immediately direct abutter from any place within that immediately direct abutter's residence.

116.2.3. **Substantial Amount** shall mean a quantity of material that occupies more than 375 cubic feet in the aggregate on any lot or a quantity of materials of repetitive quantity more than two (2).

116.2.4. **Reasonable amount of time** shall be thirty (30) days.

116.2.4. **Hearing** shall mean a proceeding before the Town Administrator for the purpose of either: appealing the decision of the enforcement officer; or to request an extension of time for the purpose of compliance. Said extension of time may only be granted in instances where an inventory of items is documented to the satisfaction of the enforcement officer and submitted to the Town Administrator along with a progress schedule clearly defining a timetable for compliance. Any action by the enforcing officer shall be suspended until such time a decision is issued by the Town Administrator.

116.3 Conditions existing as of the date of this enactment this chapter which meet the definition of *substantial amount of junk & debris* must be brought into compliance within ninety (90) days of the date of the approval of this By-law.

116.4 Action under this Chapter shall not bar any separate action initiated by any other Town Board, Committee, or Department under the provisions of this By-law or by regulation.

116.5 Any Town employee(s) so designated for this work ("enforcement officer") by the Town Administrator shall enforce this By-law. The first notice of violation issued by the enforcement officer shall be a written warning. The owner shall then have thirty (30) days within which to remedy and cure the violation or to formally request in writing a *hearing* before the Town Administrator. If after thirty (30) days the violation has not been remedied or a *hearing* has not been requested before the Town Administrator, the enforcement officer may issue subsequent written notices of violation with fines of not more than one hundred (\$100) for each offence. Each day that such violation

continues shall constitute a separate offence until deemed remedied by the enforcement officer. Any future action taken within a 12 month period after remedy of the violation under this section shall be deemed a continuing violation.

116.6 Any citizen against whom a notice of violation is issued under this By-law shall have the right for a *hearing* before the Town Administrator and following said hearing, the Town Administrator shall within a reasonable period of time thereafter, issue a decision. From the date that such a hearing request is received by the Town Administrator until the date that a decision is issued, all the deadlines stated in section 116.5 shall be temporarily stayed.

116.6 The provisions of this by-law shall not apply to properties Assessed as agricultural or horticultural land pursuant to Massachusetts General Laws Chapter 61A.

Or to take any other action in relation thereto.

The motion was defeated by the Town for the By-Law Amendment listed below by a simple majority of voters with the vote being: Total Voters: 97; Yes, 40; No, 57.

ARTICLE 14 Board of Selectmen Community Preservation Act

To see if the Town will act on the report of the Community Preservation Committee on the fiscal year 2009 community preservation budget and to appropriate or reserve for later appropriation a sum or sums of money from Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, or to take any other action in relation thereto.

Unanimously voted by the Town to act on the report of the Community Preservation Committee on the fiscal year 2009 community preservation budget and to appropriate or reserve for later appropriation from Community Preservation Fund annual revenues or available funds for the committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2009, with each item to be considered a separate appropriation: Open Space Reserve, \$20,000; Historic Resources Reserve, \$20,000; Community Housing Reserve, \$20,000; administrative expenses, \$5,000; and budgeted reserve, \$135,000.

ARTICLE 15 Board of Selectmen/Personnel Board Personnel By-law Amendments

To see if the Town will vote to amend Chapter 33 of the Town Code, Personnel, by deleting Schedule A thereof and replacing it with the following Schedule A and Schedule B:

Unanimously voted by the Town to amend Chapter 33 of the Town Code, Personnel, by deleting Schedule A thereof and replacing it with the following Schedule A and Schedule B:

TOWN OF LITTLETON, MASSACHUSETTS FY 2009 CLASSIFICATION & COMPENSATION PLAN

SCHEDULE A:

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GRADE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
1	<i>hourly annual</i>	\$8.64 \$18,040.32	\$8.95 \$18,687.60	\$ 9.26 \$19,334.88	\$ 9.59 \$20,023.92	\$ 9.91 \$20,692.08	\$10.27 \$21,443.76	\$10.63 \$22,195.44
2	<i>hourly annual</i>	10.75 22,446.00	11.13 23,239.44	11.53 24,074.64	11.93 24,909.84	12.35 25,786.80	12.78 26,684.64	13.23 27,624.24
3	<i>hourly annual</i>	13.51 28,208.88	13.99 29,211.12	14.48 30,234.24	15.00 31,320.00	15.51 32,384.88	16.06 33,533.28	16.61 34,681.68
4	<i>hourly annual</i>	15.55 32,468.40	16.09 33,595.92	16.64 34,744.32	17.24 35,997.12	17.84 37,249.92	18.47 38,565.36	19.12 39,922.56
5	<i>hourly annual</i>	16.33 34,097.04	16.88 35,245.44	17.47 36,477.36	18.10 37,792.80	18.74 39,129.12	19.38 40,465.44	20.06 41,885.28
6	<i>hourly annual</i>	17.14 35,788.32	17.74 37,041.12	18.35 38,314.80	18.99 39,651.12	19.67 41,070.96	20.35 42,490.80	21.06 43,973.28

7	<i>hourly annual</i>	17.99 37,563.12	18.63 38,899.44	19.28 40,256.64	19.95 41,655.60	20.64 43,096.32	21.38 44,641.44	22.11 46,165.68
8	<i>hourly annual</i>	18.90 39,463.20	19.55 40,820.40	20.25 42,282.00	20.95 43,743.60	21.67 45,246.96	22.44 46,854.72	23.23 48,504.24
9	<i>hourly annual</i>	19.84 41,425.92	20.53 42,866.64	21.24 44,349.12	21.99 45,915.12	22.76 47,522.88	23.57 49,214.16	24.39 50,926.32
10	<i>hourly annual</i>	20.83 43,493.04	21.56 45,017.28	22.31 46,583.28	23.09 48,211.92	23.91 49,924.08	24.74 51,657.12	25.62 53,494.56
11	<i>hourly annual</i>	26.04 54,371.52	26.96 56,292.48	27.89 58,234.32	28.86 60,259.68	29.89 62,410.32	30.92 64,560.96	32.01 66,836.88
12	<i>hourly annual</i>	32.55 67,964.40	33.69 70,344.72	34.88 72,829.44	36.08 75,335.04	37.34 77,965.92	38.67 80,742.96	40.02 83,561.76
13	<i>hourly annual</i>	37.44 78,174.72	38.75 80,910.00	40.10 83,728.80	41.50 86,652.00	42.95 89,679.60	44.45 92,811.60	46.01 96,068.88

GRADE 1

Library Assistant

GRADE 2

No positions assigned

GRADE 3

Library Technician

GRADE 4

Building Custodian

GRADE 5

Administrative Clerk

Assessment Clerk

Finance Technician

Outreach Coordinator

PRCE Program Coordinator

Senior Library Technician

GRADE 6

Administrative Assistant

Assistant Park & Recreation Director

Program Coordinator/Social Day Program

GRADE 7

Assessment Analyst

Assistant Accountant

Assistant Treasurer/Payroll & Benefits

Coordinator

GRADE 8

Senior Librarian

Maintenance Supervisor

GRADE 9

Conservation Coordinator/Administrator

Council on Aging Director

Executive Assistant to the Town Administrator

GRADE 10

*Tax Collector
GRADE 11
Building Commissioner
Chief Assessor
Park & Recreation/Community Education
Director
Planning Administrator/Permit Coordinator
Town Treasurer*

GRADE 12
*Highway Superintendent/Engineer
Information Systems Manager
GRADE 13
No positions assigned
SCHEDULE B:
COA Dispatcher \$10.00 per hour
COA Van Driver \$15.00 per hour*

ARTICLE 16
Board of Selectmen
Revolving Funds

To see if the Town will vote to authorize the following Fiscal Year 2009 Revolving Funds, in accordance with Chapter 44, section 53E½ of the General Laws, or to take any other action in relation thereto.

Unanimously voted by the Town to authorize the following Fiscal Year 2009 Revolving Funds, in accordance with Chapter 44, section 53E½ of the General Laws.

(1) Wiring/Plumbing/Gas Inspections: to allow receipts from wiring and plumbing fees to be segregated into a special account; and with funds therefrom, up to a limit of \$75,000 annually, to be expended to compensate the Wiring, Plumbing & Gas Inspectors, under the direction of the Building Commissioner, with the prior year's fund balance to be available for expenditure;

(2) Dog By-law Enforcement: to allow receipts from dog license fees and fines to be segregated into a special account; and with funds therefrom, up to a limit of \$5,000 annually, to be expended for costs associated with by-law enforcement, under the direction of the Town Clerk, with the prior year's fund balance to be available for expenditure;

(3) Cemetery Lots: to allow receipts from the sale of lots and grave opening fees to be segregated into a special account; and with funds therefrom, up to a limit of \$10,000 annually, to be expended for associated administrative costs, under the direction of the Cemetery Commission, with the prior year's fund balance to be available for expenditure;

(4) Alarm Box Repairs: to allow receipts from alarm box fees to be segregated into a special account; and with funds therefrom, up to a limit of \$5,000 annually, to be expended for repairs to alarm boxes, under the direction of the Fire Department, with the prior year's fund balance to be available for expenditure;

(5) CPR Courses: to allow receipts from CPR course fees to be segregated into a special account; and with funds therefrom, up to a limit of \$2,000 annually, to be expended for CPR course costs, under the direction of the Fire Department, with the prior year's fund balance to be available for expenditure;

(6) Sealer of Weights and Measures: to allow receipts from sealer fees to be segregated into a special account; and with funds therefrom, up to a limit of \$3,000 annually, to be expended to compensate the Sealer, under the direction of the Board of Selectmen, with the prior year's fund balance to be available for expenditure;

(7) Fire Safety Act Compliance: to allow receipts from Fire Safety Act fees and fine to be segregated into a special account; and with funds therefrom, up to a limit of \$3,000 annually, to be expended for associated administrative costs, under the direction of the Board of Selectmen, with the prior year's fund balance to be available for expenditure;

(8) M.A.R.T: to allow receipts from reimbursement from M.A.R.T. bus fees to be segregated into a special account; and with funds therefrom, up to a limit of \$68,000 annually, to be expended for wages and expenses for senior van operation, under the direction of the Council on Aging, with the prior year's fund balance to be available for expenditure;

(9) Pet Cemetery: to allow receipts from pet cemetery fees to be segregated into a special account; and with funds therefrom, up to a limit of \$20,000 annually, to be expended for associated administrative costs, under the direction of the Cemetery Commission, with the prior year's fund balance to be available for expenditure;

(10) Community Education: to allow receipts from community education fees to be segregated into a special account; and with funds therefrom, up to a limit of \$80,000 annually, to be expended for

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wages and associated administrative costs, under the direction of the Park & Recreation Commission, with the prior year's fund balance to be available for expenditure; and

(11) Spectacle Pond Cell Tower: to allow receipts from the Spectacle Pond Cell Tower rent to be segregated into a special account; and with funds therefrom, up to a limit of \$40,000 annually, to be expended for debt service for the Clean Lakes program, under the direction of the Board of Selectmen, with the prior year's fund balance to be available for expenditure.

ARTICLE 17 Board of Selectmen Chapter 90 Road Improvements

To see if the Town will vote to transfer from available funds or authorize the Treasurer to borrow in anticipation of reimbursements, a sum of money for authorized road improvements and other projects provided for under Chapter 90 of the General Laws; or to take any other action in relation thereto.

Voted unanimously by the Town to appropriate funds available from the Massachusetts Highway Department, in the amount of \$275,193 for authorized road improvements and other projects provided under Chapter 90 of the General Laws.

ARTICLE 18 Board of Selectmen Compensating Balance Agreement

To see if the Town will vote to authorize the Treasurer to enter into a Compensating Balance Agreement(s) for FY 2009, pursuant to Chapter 44, Section 53F of the General Laws, or to take any other action in relation thereto

Voted unanimously by the Town to authorize the Treasurer to enter into a Compensating Balance Agreement(s) for FY 2009, pursuant to Chapter 44, Section 53F of the General Laws.

ARTICLE 19 Board of Selectmen Senior Work Program

To see if the Town will vote to request the Board of Assessors to commit \$46,000, or any other sum or sums of money, from the FY 2009 Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program, or to take any other action in relation thereto.

Voted unanimously by the Town to request the Board of Assessors to commit \$46,000 from the FY 2009 Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program.

ARTICLE 20 Board of Selectmen By-law Amendment: 2/3rds Votes of Town Meeting

To see if the Town will vote, pursuant to Chapter 39, section 15 of the General Laws, to amend the Town Code by deleting therefrom §18-6, Manner of authorizing indebtedness, which currently reads as follows:

Whenever a 2/3 vote is required by law to authorize the Town to incur indebtedness, the manner of voting shall be by ballot, and a checklist of the voters of the Town shall be used.

And by inserting in place thereof the following:

§18-6, Two-thirds votes of Town Meeting. On all matters to come before an Annual or Special Town Meeting requiring a two-thirds vote by statute, a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters.

or to take any other action in relation thereto.

The motion was defeated by the Town, pursuant to Chapter 39, section 15 of the General Laws, to amend the Town Code by deleting therefrom §18-6, Manner of authorizing indebtedness, which currently reads as follows:

Whenever a 2/3 vote is required by law to authorize the Town to incur indebtedness, the manner of voting shall be by ballot, and a checklist of the voters of the Town shall be used.

And by inserting in place thereof the following:

§18-6, Two-thirds votes of Town Meeting. On all matters to come before an Annual or Special Town Meeting requiring a two-thirds vote by statute, a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters.

ARTICLE 21 **Board of Selectmen** **By-law Amendment: Town Meeting Posting Requirements**

To see if the Town will vote to amend the Town Code by deleting §41-2, Posting of warrant, which currently reads as follows:

Every Town Meeting shall be called by posting attested copies of the warrant calling the same in six public places (the Town Hall, three meeting houses and post offices of the Town) at least seven days before the day appointed for said meeting

And by inserting in place thereof the following:

§41-2, Posting of warrant. Every Town Meeting shall be called by posting attested copies of the warrant calling the same in eight public places, as determined by the Board of Selectmen, at least seven days before the annual town meeting and at least fourteen days before any special town meeting.

or to take any other action in relation thereto.

Voted unanimously by the Town to amend the Town Code by deleting §41-2, Posting of warrant, which currently reads as follows:

Every Town Meeting shall be called by posting attested copies of the warrant calling the same in six public places (the Town Hall, three meeting houses and post offices of the Town) at least seven days before the day appointed for said meeting

And by inserting in place thereof the following:

§41-2, Posting of warrant. Every Town Meeting shall be called by posting attested copies of the warrant calling the same in eight public places, as determined by the Board of Selectmen, at least seven days before the annual town meeting and at least fourteen days before any special town meeting.

ARTICLE 22 **Board of Selectmen** **By-law Amendment: Self-Service Stations**

To see if the Town will vote to amend the Town Code relative to Self-Service Stations by deleting §102-2, General restriction, which currently reads as follows:

No person owning or operating a gasoline filling station shall allow the pumping of gasoline for retail sales without an attendant employed by the station present to hold the gas nozzle while the gasoline is pumped into the tank of the vehicle, unless such gasoline filling station shall also provide automotive repair service on the premises

And further, by deleting §1-4.B(k) providing for the fine imposed for violating §102-2, and by renumbering the remaining provisions in §1-4 accordingly, or to take any other action in relation thereto.

Voted unanimously by the Town to amend the Town Code relative to Self-Service Stations by deleting §102-2, General restriction, which currently reads as follows:

No person owning or operating a gasoline filling station shall allow the pumping of gasoline for retail sales without an attendant employed by the station present to hold the gas nozzle while the

gasoline is pumped into the tank of the vehicle, unless such gasoline filling station shall also provide automotive repair service on the premises

And further, by deleting §1-4.B(k) providing for the fine imposed for violating §102-2, and by renumbering the remaining provisions in §1-4 accordingly.

ARTICLE 23 Board of Selectmen Agricultural Commission Membership

To see if the Town will vote to amend its vote under Article 14 of the May 8, 2006 Annual Town Meeting, which established the Agricultural Commission, by deleting the second sentence of the second paragraph thereof, which currently reads as follows:

The Commission will consist of a minimum of: - four members whose prime source of income is derived from farming or agricultural-based enterprises in Littleton and another three who are interested in farming . . .

And by inserting in place thereof the following:

The Commission will consist of four members who shall be or have been engaged in farming or related agricultural industries and another three members who are interested in farming . . . or to take any other action in relation thereto.

Voted unanimously by the Town to amend its vote under Article 14 of the May 8, 2006 Annual Town Meeting, which established the Agricultural Commission, by deleting (§8-10.A) the second sentence of the second paragraph thereof, which currently reads as follows:

The Commission will consist of a minimum of: - four members whose prime source of income is derived from farming or agricultural-based enterprises in Littleton and another three who are interested in farming . . .

And by inserting in place thereof the following:

The Commission will consist of four members who shall be or have been engaged in farming or related agricultural industries and another three members who are interested in farming . . .

...

ARTICLE 24 Board of Selectmen Accept MGL C. 39, §3923D – Town Board Quorums at Adjudicatory Hearings

To see if the Town will vote to accept, for all boards, committees, or commissions holding adjudicatory hearings in the Town, the provisions of MGL C.39,§23D, which provide that a member of a board, committee, or commission holding an adjudicatory hearing shall not be disqualified from voting solely due to that member's absence; the board member is absent from a single session of an adjudicatory hearing; there is an available recording or transcription of the hearing at which a member is absent; the absent member reviews the evidence submitted at the missed hearing, including the recording or transcript, and files a certification to said effect, and the member certifies that he or she has examined all evidence received at the missed session; provided further, however that such acceptance shall be applicable to all adjudicatory hearings opened on or after the effective date of the vote taken hereafter; or to take any other action in relation thereto.

Unanimously voted by the Town and declared a vote to accept, for all boards, committees, or commissions holding adjudicatory hearings in the Town, the provisions of MGL C.39,§23D, which provide that a member of a board, committee, or commission holding an adjudicatory hearing shall not be disqualified from voting solely due to that member's absence; the board member is absent

from a single session of an adjudicatory hearing; there is an available recording or transcription of the hearing at which a member is absent; the absent member reviews the evidence submitted at the missed hearing, including the recording or transcript, and files a certification to said effect, and the member certifies that he or she has examined all evidence received at the missed session; provided further, however that such acceptance shall be applicable to all adjudicatory hearings opened on or after the effective date of the vote taken hereafter.

ARTICLE 25
Board of Selectmen
Trench Permits

To see if the Town of Littleton will vote, pursuant to Chapter 82A, section 2 of the General Laws, to authorize the Board of Selectmen to designate the Board or Officer to issue permits allowing the creation of a trench as that term is defined by section 4 of said Chapter 82A and 520 CMR 14.00, or take any action in relation thereto.

Voted unanimously by the Town, pursuant to Chapter 82A, section 2 of the General Laws, to authorize the Board of Selectmen to designate the Board or Officer to issue permits allowing the creation of a trench as that term is defined by section 4 of said Chapter 82A and 520 CMR 14.00, or take any action in relation

ARTICLE 26
Board of Selectmen
Road Acceptance: Whitetail Way

To see if the Town will vote to accept, as a Town way, the layout by the Board of Selectmen of the private way known as "Whitetail Way", and to authorize the Board of Selectmen to acquire by gift, purchase, or eminent domain the land, rights, and easements therein for drainage, utility, or other purposes, all as shown on a plan entitled, "Whitetail Way-Definitive Subdivision of land in Littleton, Mass. Prepared for Tidan Corporation" dated July 1994 by David E. Ross Associates, Inc. and recorded at the Middlesex South District Registry of Deeds as Plan No.314 of 1995, said street having been constructed to the satisfaction of the Planning Board and to name said street "Whitetail Way" or take any other action in relation thereto.

Unanimously voted by the Town to accept, as a Town way, the layout by the Board of Selectmen of the private way known as "Whitetail Way", and to authorize the Board of Selectmen to acquire by gift, purchase, or eminent domain the land, rights, and easements therein for drainage, utility, or other purposes, all as shown on a plan entitled, "Whitetail Way-Definitive Subdivision of land in Littleton, Mass. Prepared for Tidan Corporation" dated July 1994 by David E. Ross Associates, Inc. and recorded at the Middlesex South District Registry of Deeds as Plan No.314 of 1995, said street having been constructed to the satisfaction of the Planning Board and to name said street "Whitetail Way".

ARTICLE 27
Board of Selectmen
Road Acceptance: Manchester Drive and Norfolk Drive

To see if the Town will vote to accept, as Town ways, the layout by the Board of Selectmen of the private way known as "Manchester Drive," and the layout by the Board of Selectmen of the private way known as "Norfolk Drive," more particularly described as:

MANCHESTER DRIVE - Forty feet in width, from the Southerly side line of Norfolk Drive, a distance of one thousand two hundred and fifty feet, more or less in a southerly and easterly direction to the easterly side line of Tulip Road, this being a portion of the road as shown on a plan entitled "Map B of Long lake, Town of Littleton," recorded with the Middlesex South District Registry of Deeds in Plan Book 362 as plan number 27;

NORFOLK DRIVE - Forty feet in width, from the southerly side of Shaker Lane, a distance of three hundred and twenty feet, more or less, in a southeasterly and easterly direction to the westerly side

line of lot 3967, this being a portion of the road, all as shown on a plan entitled "Map B of Long Lake, Town of Littleton," recorded with the Middlesex South District Registry of Deeds in Plan Book 362 as plan number 27; and to authorize the Board of Selectmen, for Manchester Drive and/or Norfolk Drive, to acquire by gift, purchase or eminent domain, the land, rights and easements therein, and further to authorize the Board of Selectmen to proceed with the reconstruction of said way or ways, and to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money to fund the total costs of said acquisition, engineering, construction, and other expenses incidental thereto and that betterments will be assessed; or take any other action in relation thereto.

Unanimously voted by the Town to accept, as Town ways, the layout by the Board of Selectmen of the private way known as "Manchester Drive," and the layout by the Board of Selectmen of the private way known as "Norfolk Drive," more particularly described as:

MANCHESTER DRIVE. Forty feet in width, from the Southerly side line of Norfolk Drive, a distance of one thousand two hundred and fifty feet, more or less in a southerly and easterly direction to the easterly side line of Tulip Road, this being a portion of the road as shown on a plan entitled "Map B of Long lake, Town of Littleton," recorded with the Middlesex South District Registry of Deeds in Plan Book 362 as plan number 27;

NORFOLK DRIVE. Forty feet in width, from the southerly side of Shaker Lane, a distance of three hundred and twenty feet, more or less, in a southeasterly and easterly direction to the westerly side line of lot 3967, this being a portion of the road, all as shown on a plan entitled "Map B of Long Lake, Town of Littleton," recorded with the Middlesex South District Registry of Deeds in Plan Book 362 as plan number 27; and to authorize the Board of Selectmen, for Manchester Drive and/or Norfolk Drive, to acquire by gift, purchase or eminent domain, the land, rights and easements therein, and further to authorize the Board of Selectmen to proceed with the reconstruction of said way or ways, and to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money to fund the total costs of said acquisition, engineering, construction, and other expenses incidental thereto and that betterments will be assessed.

ARTICLE 28

Board of Selectmen

Road Acceptance: Grist Mill Road

To see if the Town will vote to accept, as a Town way, the layout by the Board of Selectmen of the private way known as "Grist Mill Road," 50 feet in width, from the northerly sideline of Great Road (Route 2A/110), a distance of approximately 3,793 feet to the portion of Grist Mill Road previously accepted; and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain, the land, rights and easements therein for drainage, utility, or other purposes, all as shown on a plan entitled: "As-Built Plan of Apple D'Or Subdivision – Littleton, Mass" dated April 12, 2004, as last revised February 14, 2007 said street having been constructed to the satisfaction of the Planning Board, and to name said street "Grist Mill Road;" or take any other action in relation thereto.

Unanimously voted by the Town to accept, as a Town way, the layout by the Board of Selectmen of the private way known as "Grist Mill Road," 50 feet in width, from the northerly sideline of Great Road (Route 2A/110), a distance of approximately 3,793 feet to the portion of Grist Mill Road previously accepted; and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain, the land, rights and easements therein for drainage, utility, or other purposes, all as shown on a plan entitled: "As-Built Plan of Apple D'Or Subdivision – Littleton, Mass" dated April 12, 2004, as last revised February 14, 2007 said street having been constructed to the satisfaction of the Planning Board, and to name said street "Grist Mill Road."

ARTICLE 29

Board of Selectmen
Road Acceptance: Surrey Road

To see if the Town will vote to accept, as a Town way, the layout by the Board of Selectmen of the private way known as "Surrey Road," 50 feet in width, from the westerly sideline of Grist Mill Road, a distance of approximately 2,150 feet; and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain, the land, rights and easements therein for drainage, utility, or other purposes, all as shown on a plan entitled: "As-Built Plan of Apple D'Or Subdivision – Littleton, Mass," dated April 12, 2004, as last revised February 14, 2007, said street having been constructed to the satisfaction of the Planning Board; and to name said street "Surrey Road;" or to take any other action in relation thereto

Unanimously voted by the Town to accept, as a Town way, the layout by the Board of Selectmen of the private way known as "Surrey Road," 50 feet in width, from the westerly sideline of Grist Mill Road, a distance of approximately 2,150 feet; and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain, the land, rights and easements therein for drainage, utility, or other purposes, all as shown on a plan entitled: "As-Built Plan of Apple D'Or Subdivision – Littleton, Mass," dated April 12, 2004, as last revised February 14, 2007, said street having been constructed to the satisfaction of the Planning Board; and to name said street "Surrey Road."

Meeting was dissolved.

ATTEST: A True Copy: Diane Crory, Town Clerk

MAY 5, 2008 - SPECIAL TOWN MEETING

ARTICLE 1
Board of Selectmen
Bills of Prior Years

To see if the Town will vote to transfer a sum or sums of money from available funds to pay unpaid bills from prior fiscal years, or to take any other action in relation thereto.

Unanimously voted by the Town to transfer a sum of \$670.84 from Overlay Surplus to pay unpaid bills from prior fiscal years as listed below:

<u>Vendor</u>	<u>Dept.</u>	<u>Amount</u>	<u>Fiscal Year</u>
Baker & Taylor	Library	30.00	FY 2005
Baker & Taylor	Library	93.36	FY 2006
Baker & Taylor	Library	501.41	FY 2007
Donelan's Supermarket	Elections & Registrations	46.07	FY 2007
<i>Total</i>		<i>\$670.84</i>	

ARTICLE 2
Board of Selectmen
FY2008 Line Item Transfers

To see if the Town will vote to amend the FY 2008 Operating Budget, as adopted under Article 4 of the May 5, 2007 Annual Town Meeting, by adjusting budget line items, or to take any other action in relation thereto.

Unanimously voted by the Town to amend the FY 2008 Operating Budget, as adopted under Article 4 of the May 5, 2007 Annual Town Meeting, by adjusting budget line items as listed below:

<u>Budget</u>	<u>Line Item</u>	<u>FY08 Budget</u>	<u>Adjustment</u>	<u>FY08 Budget</u>
				<u>Adjusted</u>
12	Accountant Audit -Expenses	\$22,450	7,000	\$29,450

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24	<i>Town Counsel - Expense</i>	100,000	37,000	137,000
44	<i>Public Building - Expenses</i>	232,300	60,000	292,300
77	<i>Littleton School Department</i>	13,610,489	32,607	13,643,096
87	<i>Cemetery Division - Wages</i>	95,307	5,000	100,307
88	<i>Cemetery Division - Expenses</i>	27,700	-5,000	22,700
142	<i>Insurance Expense</i>	316,250	-52,607	263,643
147	<i>Group Health & Life Insurance</i>	2,335,268	-84,000	2,251,628
162	<i>Total Budget Appropriated</i>	\$27,983,964	0.00	\$27,983,964
183	<i>Total Raise and Appropriate</i>	\$27,255,083	0.00	\$27,255,083

ARTICLE 3 Board of Selectmen Roadway Improvements

To see if the Town will vote to transfer from available funds and/or borrow a sum or sums of money for the purpose of undertaking roadway improvements, or to take any other action in relation thereto.

Unanimously voted by the Town and by the casting of a specimen ballot to appropriate the sum of \$1,000,000 for the purpose of undertaking roadway improvements, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, §7(6) of the General Laws or pursuant to and any other enabling authority and to issue bonds or notes of the Town therefore.

ARTICLE 4 Board of Selectmen Subsurface Disposal for Town-owned Properties at 20 Foster St, 4 Roger Street

To see if the Town will vote to transfer from available funds and/or borrow a sum or sums of money to connect the Police and Fire Stations at 20 Foster Street and the Houghton Memorial Building at 4 Rogers Street to (a) the on-site sewerage treatment system at the High School or (b) an on-site system to be constructed at Town-owned property at 300 King Street; or to take any other action in relation thereto.

Motion failed to pass by the necessary 2/3rds vote with a ballot count of: Total Ballots Cast: 201

Yes 126 No 75 – (Necessary 2/3rds to pass would be 134), to appropriate the sum of \$300,000 to connect the Police and Fire Stations at 20 Foster Street and the Houghton Memorial Building at 4 Rogers Street to the on-site sewerage treatment system at the High School, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, §7(3A), of the General Laws, or pursuant to and any other enabling authority, and to issue bonds or notes of the Town therefore.

ARTICLE 5 Board of Selectmen New Police Station Design

To see if the Town will vote to borrow a sum or sums of money for the purpose of completing design plans for a new police station to be located on Town-owned property at 500 Great Road, provided that such amount shall be contingent upon successful passage of a debt exclusion referendum pertaining thereto on a Town Ballot, or to take any other action in relation thereto.

Voted and passed by the necessary 2/3rds ballot count of: Total Ballots Cast: 175 Yes 166 No 6 (Necessary 2/3rds to pass would be 117), to appropriate the sum of \$300,000 for the purpose of

completing design plans for a new police station to be located on Town-owned property at 500 Great Road, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, §7(21), of the General Laws or pursuant to and any other enabling authority, and to issue bonds or notes of the Town therefore provided that such amount shall be contingent upon successful passage of a debt exclusion referendum pertaining thereto on a Town Ballot.

ARTICLE 6
Board of Selectmen
Russell Street School Feasibility Design

To see if the Town will vote to appropriate, borrow or transfer from available funds, a sum of money to be expended under the direction of the School Building Committee for the development of plans and specifications related to the making of repairs to the Russell Street School, located at 55 Russell Street, Littleton, Massachusetts, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Said sum shall be contingent upon successful passage of a debt exclusion referendum pertaining thereto on a Town Ballot, or to take any other action in relation thereto.

Unanimously voted by the Town and by the casting of a specimen ballot to appropriate, a sum of Five Hundred Thousand (\$500,000) Dollars for the development of plans and specifications related to the making of repairs to the Russell Street School, located at 55 Russell Street, Littleton, Massachusetts, said sum to be expended under the direction of the School Building Committee, and to meet said appropriation authorize the Treasurer, with the approval of the Selectmen, to borrow said sum under M.G.L. Chapter 44, or any other enabling authority, provided that the Town acknowledges that the Massachusetts School Building Authority's (MSBA's) grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town, and further provided that the appropriation hereunder shall be subject to and contingent upon an affirmative vote on a Town Ballot to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by MGL 59, §21C (Proposition 2 1/2), and further provided that the amount of the borrowing authorized pursuant to this motion shall be reduced by any amounts received or expected to be received from the MSBA.

It was moved and seconded to dissolve the Special Town Meeting at 10:40 PM and return to the Annual Town Meeting.

Attest: A True Copy: Diane Crory, Town Clerk

SEPTEMBER 16, 2008 - STATE PRIMARY

Pursuant to the warrant and the Constable's return thereon, the polls were opened at 7:00 a.m. by Mildred McGovern, Election Warden. The ballot boxes were examined by the Constable and residing officer, set at 0, and so recorded. The polls closed at 8:00 p.m.

Total names as having voted:

Precinct 1	463
Precinct 2	437
Precinct 3	455
Total Votes Cast	1355

PRECINCT #1 – DEMOCRATS

Senator in Congress

Edward M. Kennedy

330

Blanks

101

Governor

Christopher F. Gabrieli

127

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Deval L. Patrick	224	Register of Deeds	
Thomas F. Reilly	80	Eugene C. Bruce	284
Blanks	0	Blanks	147
Lieutenant Governor			
Deborah. B. Goldberg	99	PRECINCT #1 – REPUBLICANS	
Timothy P. Murray	189	Senator in Congress	
Andrea C. Silbert	120	Kenneth G. Chase	14
Blanks	23	Kevin P. Scott	13
Attorney General		Blanks	5
Martha Coakley	329	Governor	
Blanks	102	Kerry Healey	29
Secretary of State		Blanks	3
William Francis Galvin	317	Lieutenant Governor	
John Bonifaz	54	Reed V. Hillman	29
Blanks	60	Blanks	3
Treasurer		Attorney General	
Timothy P. Cahill	323	Larry Firsoli	26
Blanks	108	Blanks	6
Auditor		Secretary of State	
A. Joseph DeNucci	312	Blanks	32
Blanks	119	Treasurer	
Representative in Congress – 5 th District		Blanks	32
Martin T. Meehan	327	Auditor	
Blanks	104	Blanks	32
Councilor – 3 rd District		Representative in Congress – 5 th District	
Marilyn M. Petitto Devaney	273	Blanks	32
Blanks	158	Councilor – 3 rd District	
Senator in General Court – Middlesex & Worcester District		Blanks	32
Pamela P. Resor	334	Senator in General Court – Middlesex & Worcester District	
Blanks	97	Blanks	32
Representative in General Court – 2 nd Middlesex District		Representative in General Court – 2 nd Middlesex District	
Geoffrey D. Hall	311	Blanks	32
Blanks	120	District Attorney	
District Attorney		Blanks	32
Gerard T. Leone, Jr.	287	Clerk of Courts	
Blanks	144	Blanks	32
Clerk of Courts		Register of Deeds	
Bruce M. Desmond	102	Blanks	32
Michael A. Sullivan	215	PRECINCT #2 – DEMOCRAT	
Blanks	114	Senator in Congress	

Edward M. Kennedy	332	Register of Deeds	
Blanks	70	Eugene C. Bruce	270
Governor		Blanks	132
Christopher F. Gabrieli	102		
Deval L. Patrick	222	PRECINCT #2 – REPUBLICANS	
Thomas F. Reilly	78	Senator in Congress	
Blanks	0	Kenneth G. Chase	18
Lieutenant Governor		Kevin P. Scott	13
Deborah B. Goldberg	162	Blanks	4
Timothy P. Murray	159	Governor	
Andrea C. Silbert	104	Kerry Healey	30
Blanks	37	Blanks	5
Attorney General		Lieutenant Governor	
Martha Coakley	315	Reed V. Hillman	28
Blanks	87	Blanks	7
Secretary of State		Attorney General	
William Francis Galvin	296	Larry Firsoli	35
John Bonifaz	66	Blanks	0
Blanks	40	Secretary of State	
Treasurer		Blanks	35
Timothy P. Cahill	305	Treasurer	
Blanks	97	Blanks	35
Auditor		Auditor	
A. Joseph DeNucci	281	Blanks	35
Blanks	121	Representative in Congress – 5 th District	
Representative in Congress – 5 th District		Blanks	35
Martin T. Meehan	324	Councillor – 3 rd District	
Blanks	78	Blanks	35
Councilor – 3 rd District		Senator in General Court – Middlesex & Worcester District	
Marilyn M. Petitto Devaney	252	Blanks	35
Blanks	150	Representative in General Court – 2 nd Middlesex District	
Senator in General Court – Middlesex & Worcester District		Blanks	35
Pamela P. Resor	318	District Attorney	
Blanks	84	Blanks	35
Representative in General Court – 2 nd Middlesex District		Clerk of Courts	
Geoffrey D. Hall	298	Blanks	35
Blanks	104	Register of Deeds	
District Attorney		Blanks	35
Gerard T. Leone, Jr.	268		
Blanks	134	PRECINCT #3 – DEMOCRAT	
Clerk of Courts		Senator in Congress	
Bruce M. Desmond	71	Edward M. Kennedy	330
Michael A. Sullivan	229	Blanks	82
Blanks	102	Governor	
		Christopher F. Gabrieli	105

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Deval L. Patrick	287	Blanks	104
Thomas F. Reilly	70	Register of Deeds	
Blanks	0	Eugene C. Bruce	273
Lieutenant Governor		Blanks	139
Deborah. B. Goldberg	105		
Timothy P. Murray	176	PRECINCT #3 – REPUBLICANS	
Andrea C. Silbert	100	Senator in Congress	
Blanks	31	Kenneth G. Chase	16
Attorney General		Kevin P. Scott	23
Martha Coakley	323	Blanks	4
Blanks	89	Governor	
Secretary of State		Kerry Healey	37
William Francis Galvin	299	Blanks	6
John Bonifaz	50	Lieutenant Governor	
Blanks	63	Reed V. Hillman	40
Treasurer		Blanks	3
Timothy P. Cahill	304	Attorney General	
Blanks	108	Larry Firsoli	38
Auditor		Blanks	5
A. Joseph DeNucci	288	Secretary of State	
Blanks	124	Blanks	43
Representative in Congress – 5 th District		Treasurer	
Martin T. Meehan	326	Blanks	43
Blanks	86	Auditor	
Councillor – 3 rd District		Blanks	43
Marilyn M. Petitto Devaney	261	Representative in Congress – 5 th District	
Blanks	151	Blanks	43
Senator in General Court – Middlesex & Worcester District		Councillor – 3 rd District	
Pamela P. Resor	328	Blanks	43
Blanks	84	Senator in General Court – Middlesex & Worcester District	
Representative in General Court – 2 nd Middlesex District		Blanks	43
Geoffrey D. Hall	309	Representative in General Court – 2 nd Middlesex District	
Blanks	103	Blanks	43
District Attorney		District Attorney	
Gerard T. Leone, Jr.	283	Blanks	43
Blanks	139	Clerk of Courts	
Clerk of Courts		Blanks	43
Bruce M. Desmond	71	Register of Deeds	
Michael A. Sullivan	237	Blanks	43

Attest: A True Copy: Diane Crory, Town Clerk

NOVEMBER 2, 2008 – STATE ELECTION

Pursuant to the warrant and the Constable's return thereon, the polls were opened at 7:00 A.M. by Mildred McGovern, Election Warden. The ballot boxes were examined by the Constable and presiding officer, set at 0 and so recorded. The polls closed at 8:00 P.M.

Total names as having voted:

Precinct 1	1830
Precinct 2	1804
Precinct 3	1562
Total Votes Cast:	5196

ELECTORS OF PRESIDENT AND VICE PRESIDENT Vote for One

Baldwin and Castle	Constitution	0005
Barr and Root	Libertarian	0030
McCain and Palin	Republican	2106
McKinney and Clemente	Green-Rainbow	0014
Nader and Gonzalez	Independent	0030
Obama and Biden	Democratic	2963
BLANKS		0048

SENATOR IN CONGRESS Vote for One

John F Kerr	Democratic	3019
19 Louisburg Sq., Boston	Candidate for Re-election	
Jeffrey K Beatty	Republican	1902
23 John Joseph Rd., Harwich		
Robert J Underwood	Libertarian	0146
83 Cherrelyn St., Springfield		
BLANKS		0129

REPRESENTATIVE IN CONGRESS Vote for One

Fifth District		
Nicola S Tsongas	Democratic	3882
52 Lawrence Dr., Lowell	Candidate for Re-election	
BLANKS		1314

COUNCILLOR Vote for One

Third District		
Marilyn M Petitto Devaney	Democratic	3375
98 Westminster Ave., Watertown	Candidate for Re-election	
BLANKS		1821

SENATOR IN GENERAL COURT Vote for One

Middlesex and Worcester District		
James B Eldridge	Democratic	3090
10 Wampus Ave., Acton		
Steven L Levy	Republican	1675
61 O'Grady Rd., Marlborough		
BLANKS		0431

REPRESENTATIVE IN GENERAL COURT. Vote for One

Second Middlesex District		
James Arciero	Democratic	1869
18 Banbury Dr., Westford		
Paul J Avella	Republican	3012
94 Grist Mill Rd., Littleton		
BLANKS		0315

REGISTER OF PROBATE Vote for One

Middlesex County		
Tara E DeCristofaro	Democratic	3381
11 Summit Rd., Medford		

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

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

SUMMARY

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

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

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

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

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

YES	1655
NO	3474
BLANKS	0067

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

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

SUMMARY

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

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

The penalty for offenders under 18 who fail to complete such a program within one year could be increased to as much as \$1,000, unless the offender showed an inability to pay, an inability to

participate in such a program, or the unavailability of such a program. Such an offender's parents could also be held liable for the increased penalty. Failure by an offender under 17 to complete such a program could also be a basis for a delinquency proceeding.

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

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

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

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

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

YES	3376
NO	1753
BLANKS	0067

QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION

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

SUMMARY

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

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

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

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

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

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

YES	3048
NO	2035
BLANKS	0113

QUESTION 4

Shall the Town of Littleton be authorized to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to construct a new police station to be located on town-owned property at 500 Great Road, including original equipment and landscaping, paving and other site improvements incidental or directly related thereto?

YES **2889**

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NO **2021**
BLANKS **0286**

Attest: A True Copy: Diane Crory, Town Clerk

FINANCE COMMITTEE

The 2008 Finance Committee Report along with May 4, 2009 Annual & Special Town Meeting Warrants will be published separately. Copies of this report will be available to the public in mid-April. and also online at www.Littletonma.org