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## DEDICATION

The 2005 Annual Town Report is dedicated to the memory of two who provided exemplary service to the Town of Littleton, J. Fred Herpy and Walter C. Wright.



**J. Fred Herpy** served the Town as a five term selectman between 1946-1960 and as a Finance Committee member from 1962-1968 but he is perhaps most fondly remembered by generations of Littleton residents as the owner/operator of “Herpy’s Swimming Pool.” Many current Town residents recall learning to swim at Herpy’s Pool, which was located on the grounds of Mr. Herpy’s thriving dairy business. He is recalled as a man of few words whose actions spoke volumes regarding his commitment to the Town.



**Walter Wright** served as Town Treasurer for many years and was also the Town’s first Administrative Assistant to the Board of Selectmen, which was a precursor to the present day Town Administrator position. His service to the Town is greatly appreciated by all.

## PHONE DIRECTORY

Accounting	Town Accountant	952-2307
Appeal of Zoning Decision	Board of Appeals	486-3732
Assessments	Board of Assessors	952-2309
Birth, Death, and Marriage Certificates	Town Clerk	952-2314
Building Permits	Building Commissioner	952-2308
Cemeteries	Cemetery Commissioners	952-2324
Emergency Mgmt.	Emergency Management Office	952-2315
Conservation Issues	Conservation Commission	486-9537
Dog Licenses	Town Clerk	952-2314
Education Information	School Superintendent's Office	486-8951
Elderly Information	Council on Aging	952-2362
Elections and Voting, Registration	Town Clerk	952-2314
Electricity	Light and Water Department	486-3104
Facility Management	Facilities Manager	486-0514
<b>Fire &amp; Ambulance Emergencies</b>	<b>Fire Department</b>	<b>9 1 1</b>
Fire Permits-General Calls	Fire Department	952-2302
Garbage and Refuse	Board of Health	952-2313
Gas Permits	Gas Inspector	952-2308
Health and Sanitation	Board of Health	952-2313
Highways and Streets	Highway Department	486-3778
Housing for the Elderly	Housing Authority	486-8833
Hunting & Fishing Licenses	Town Clerk	952-2314
Information Technology Office	Systems Analyst, LEED	952-2777
Library	Reuben Hoar Library	486-4046
Nurse (Town)	Board of Health	952-2313
<b>Police &amp; Ambulance Emergencies</b>	<b>Police Department</b>	<b>9 1 1</b>
Police General Calls & Information	Police Department	952-2300
Planning Board	Planning Board	486-9733
Plumbing Permits	Plumbing Inspector	952-2308
Recreation	Park & Recreation	486-3120
Schools	Shaker Lane Elementary	486-3959
	Russell Street Elementary	486-3134
	Middle School	486-3938
	High School	952-2555
Nashoba Valley Technical High School	Superintendent	486-8951
Selectmen	Main Office	692-4711
Tax Collections	Town Administrator	952-2311
Transfer Station Stickers	Tax Collector	952-2349
Treasurer	Board of Selectmen	952-2311
Veterans Services	Town Treasurer	952-2306
Water	Veterans Agent	952-2325
Welfare Questions	Light and Water Department	486-3104
Wiring Permits	Welfare Board	263-6610
Zoning	Wiring Inspector	952-2308
	Building Commissioner	952-2308

## STATE AND FEDERAL ELECTED OFFICIALS

President of the United States

George W. Bush  
1600 Pennsylvania Avenue  
Washington, D.C.

Governor of the Commonwealth

Mitt Romney  
(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

Martin T. Meehan (508) 460-9292 (508) 459-0101  
5th Congressional District  
255 Main Street  
Walker Building, Room 102  
Marlborough, MA 01752

State Senator

Pamela Resor  
Middlesex-Worcester District  
Room 413F, State House  
Boston, MA 02133

Representative in General Court

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

## GENERAL INFORMATION – TOWN OF LITTLETON

Annual Election	First Saturday in May
Annual Town Meeting	Monday after first Saturday in May
Form of Government	Open Town Meeting
Absentee Voting	Town, State and National
Population	8,808
Number of Registered Voters	5,441
Dog Licenses	424 licensed (548 untagged) Due Jan 1
Size of Town	16 square miles

### Residential Taxes per \$1000 valuation:

Tax Rate 1993	\$13.82	Tax Rate 2000	\$14.09
Tax Rate 1994	\$15.05	Tax Rate 2001	\$12.81
Tax Rate 1995	\$15.65	Tax Rate 2002	\$13.21
Tax Rate 1996	\$16.20	Tax Rate 2003	\$11.15
Tax Rate 1997	\$15.58	Tax Rate 2004	\$11.32
Tax Rate 1998	\$14.37	Tax Rate 2005	\$11.35
Tax Rate 1999	\$14.89	Tax Rate 2006	\$12.17

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.

**CHERRY 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.

## TOWN OFFICES – HOURS AND LOCATION

<b>Assessors</b> 952-2309	Monday – Friday 8:30 a.m. - 3 p.m.
<b>Board of Health</b> 952-2313	Monday – Friday 9 a.m. - 3 p.m.
<b>Building Commissioner</b> 952-2308	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.
<b>Conservation Commission</b> 486-9537	Monday, Wednesday, Friday 9 a.m. – 12p.m.
<b>Council on Aging</b> 952-2362	Monday – Friday, 9 a.m. - 3 p.m. Shattuck Street Building, 2nd floor
<b>Outreach Office</b> <b>486-0183</b>	Monday-Thursday 9-3 Shattuck Street Building, 2nd floor
<b>Meal Site</b> <b>952-2757</b>	Monday – Friday, 9 a.m. - 1 p.m. Shattuck Street Building, 1st floor
<b>Fire Department</b> 952-2302	Monday - Friday 7 a.m. - 6 p.m. Sunday - Saturday 8 a.m. - 4 p.m. Fire Permits and General Calls

### 9 1 1

<b>Information Systems</b> 952-2777	Monday – Friday 7:30 a.m. – 4 p.m. Shattuck Street Building, Rm 202
<b>Park and Recreation</b> 486-3120	Monday – Friday 9 a.m. - 4 p.m. Shattuck Street Building, 1st floor
<b>Planning Board</b> 486-9733	Monday, Tuesday, Thursday, Friday 9 a.m. - 3 p.m
<b>Police Department</b> 952-2300	Sunday - Saturday (24 hours a day) General Calls

### 9 1 1

<b>Reuben Hoar Library</b> 486-4046	Monday 10 a.m. – 4 p.m. Wednesday 10 a.m. - 9 p.m. Tuesday, Thursday 1 p.m. - 9 p.m. Friday, Saturday, 10 a.m. - 4 p.m.
<b>School Department</b> 486-8951	Monday - Friday 9 a.m. – 3 p.m.
<b>Tax Collector</b> 952-2349	Monday – Friday 8:30 a.m. – 4 p.m.
<b>Town Accountant</b> 952-2307	Monday – Friday 8 a.m. – 4 p.m.
<b>Town Administrator</b> 952-2311	Monday - Friday 9 a.m. – 3 p.m.
<b>Town Clerk</b> 952-2314	Monday - Friday 9 a.m. – 3 p.m.
<b>Town Treasurer</b> 952-2306	Monday – Friday 9 a.m. – 3 p.m.
<b>Transfer Station</b> 486-0122	Tuesday & Thursday 12 p.m. - 7 p.m. Saturday 8 a.m. - 5 p.m.
<b>Veterans Agent</b> 952-2325	Monday and Thursday 9a.m. – 12p.m.

## ELECTED AND APPOINTED TOWN OFFICIALS

YEAR ENDING MAY 1, 2006

<b>MODERATOR</b>	<b>TERM EXPIRES</b>
Charles F. Kaye	2006
<b>TOWN CLERK</b>	
Linda Knupp	2007
<b>TAX COLLECTOR</b>	
Rebecca Quinn	2008
<b>TOWN TREASURER</b>	
Donald Armstrong	2006
<b>BOARD OF ASSESSORS</b>	<b>(3-Yr)</b>
William Nickerson	2006
Brian Wright	2006
James S. Winroth	2007
Pamela Campbell	2007
Frederick J. Freund	2008
<b>BOARD OF SELECTMEN (3-Yr)</b>	
Paul J. Glavey	2006
Kenneth Eldridge	2007
Thomas Rauker	2007
Ivan Pagacik	2008
Reed Augliere	2008
<b>BOARD OF ELECTRIC LIGHT COMMISSIONERS (3-Yr)</b>	
Craig Gruskowski	2006
Bruce Trumbull	2006
Joseph McCumber	2007
Joseph Cataldo	2007
Thomas Rauker	2008
<b>BOARD OF WATER COMMISSIONERS (3-Yr)</b>	
Craig Gruskowski	2006
Bruce Trumbull	2006
Joseph McCumber	2007
Joseph Cataldo	2007
Thomas Rauker	2008
<b>CEMETERY COMMISSION (3-Yr)</b>	
Susan Fougstedt	2006
David Badger	2007
Deborah Williams	2008

**LITTLETON SCHOOL COMMITTEE (3-Yr)**

Elaine Braun-Keller	2006
Joseph Gaffney	2006
Charles Ellis	2007
Shawna M. Stea	2008
Nancy Mizzoni	2008

**PLANNING BOARD (5-Yr)**

Richard Dennis	2008
Gregg Champney	2009
Steven Wheaton	2010
Janet LaVigne	2006
Mark Montanari	2007

**TRUSTEES OF THE REUBEN HOAR LIBRARY (3-Yr)**

Dorothy Sussman	2006
Cheryl Hardy-Faraci	2006
Marcia Marcantonio	2007
Barbara Chapin	2007
James L. Carozza	2008
Raymond Grande	2008

**PARK AND RECREATION COMMISSION (3-Yr)**

Frederick Freund	2006
W. Brian Richter	2006
Greg Champney	2007
James Ray	2007

**BOARD OF HEALTH (3yr)**

Peter M. Cassinari	2008
Ted Doucette	2008
Steve Foss	2006
Robert Zimmerman	2007
Joseph Prendiville	2007

**BOARD OF COMMISSIONERS OF TRUST FUNDS (3yr)**

Rick Hoole	2008
Thomas Todd	2006
Raymond M. Cornish, Jr.	2007

**HOUSING AUTHORITY (5yr)**

**Commonwealth Appointee	
Theresa L Schwulst	2010
Mildred McGovern	2007
Andrew Sohn	2006
**Gino Frattalone	2010

**OFFICERS CHOSEN BY NOMINATION**

**POUNDKEEPER** 2006

**FIELD DRIVERS**

Michael O'Malley, Raymond C. O'Neil 2006

**FENCE VIEWERS**

William Farnsworth, Timothy H. Whitcomb, Joseph Knox 2006

**SURVEYOR OF TIMBER AND MEASURER OF WOOD BARK**

Henry Parlee 2006

**MEASURERS OF GRAIN, WEIGHERS OF GRAIN, HAY, COAL, LIVESTOCK ETC.**

Arthur D. Keown, Janet Keown, John Tarves 2006

**OFFICERS APPOINTED**

**FINANCE COMMITTEE –(3 Yr)**

Moderator Appointee	Richard Montminy	2007
Water and Light Appointee	Fred Faulkner	2007
Board of Assessors Appointee	Allen McRae	2008
Board of Selectmen Appointee	Kenneth Adam	2008
School Committee Appointee	Susan McAndrew	2008
Board of Selectmen Appointee	Steven Venuti	2007
School Committee Appointee	Brian Tarbox	2006

**TAX COLLECTOR APPOINTEES**

Assistant Tax Collector, Linda Knupp  
Deputy Tax Collector, Kevin Bolduc

**MODERATOR APPOINTEES**

Regional School Planning Committee  
Dennis Phillips  
John Bowers  
Ellen Hall

**TOWN CLERK APPOINTEE**

Assistant Town Clerk, Rebecca Jean Quinn

**BOARD OF HEALTH APPOINTEES**

Animal Inspector Frank Matheson  
Burial Agent David Badger

**BOARD OF SELECTMEN APPOINTMENTS**

One year appointments unless otherwise noted

**TOWN ADMINISTRATOR**

Timothy D. Goddard

**CONSTABLES**

John M. Kelly  
Matthew King  
Joseph Connell  
Keith Leighton, Jr.  
Robert Wilson  
Clark Paige  
David Allen

**TOWN COUNSEL**

Miyares & Harrington

**LABOR COUNSEL**

Mirick O'Connell

**POLICE DEPARTMENT**

**CHIEF OF POLICE**

John M. Kelly

**LIEUTENANT**

Matthew J. King

**ADMINISTRATIVE ASSISTANT**

Michele McGloughlin

**POLICE OFFICERS**

Robert Romilly, Sergeant  
David Leslie, Sergeant  
Lisa Bonney, Sergeant  
John Janakos, Sergeant  
James Frohock, Patrolman  
Robert Raffaelo, Patrolman  
Jeffrey Patterson, Detective

Matthew Pinard, Detective  
Robert Bielecki, Patrolman  
Jason Truscello, Patrolman  
Jack Hebert, Patrolman  
Erin Fowler, Patrolman  
Pablo Fernandez, Patrolman

**COMMUNICATIONS OFFICERS**

Timothy Bemis  
David Lanteigne  
Sam Welch  
John Murphy

**ON-CALL COMMUNICATIONS  
OFFICERS**

Douglas J. Cook  
David Lefebvre  
Michele McGloughlin

**RESERVE POLICE OFFICERS**

Douglas Cook  
Robert Sabourin  
Deborah Richardson  
John Corbett  
David Lanteigne  
John Murphy  
Peter Breslin  
Omar Connor  
Scott Holt  
Richard Landers  
Gordon Clark

**SPECIAL POLICE OFFICERS**

Frank Matheson  
Roland J. Bernier  
Savas Danos  
Ronald Caruso  
Paul Glavey  
Ken Eldridge  
Reed Augliere  
Tom Rauker  
Robert Napolitano  
Robert Rapozza  
Ivan Pagacik  
Michael Knupp  
Jerry Sellers  
Gordon Bowker

**MATRONS**

Deborah Richardson

**SPECIAL POLICE OFFICERS – OTHER TOWNS**

**HARVARD**

Edward Denmark, Chief  
All Officers

**ACTON**

Frank Widmayer, Chief  
All Officers

**AYER**

Richard J. Rizzo, Chief  
All Officers

**WESTFORD**

Robert Welch, Chief  
All Officers

**BOXBOROUGH**

Richard G. Vance, Jr., Chief  
All Officers

**GROTON**

Robert Mulhern, Chief  
All Officers

**FIRE DEPARTMENT**

Town of Littleton

**FIRE CHIEF**

Steven Carter, Fire Chief

**CAREER FF/EMT**

Steele McCurdy

Keith Dunn

Scott Holt

Steve Morlock

**ON-CALL EMERGENCY SERVICES**

**DEPUTY CHIEFS**

James Ray

Scott Wodzinski

**CAPTAIN**

James Cahill

Joseph Rock

**LIEUTENANTS**

Michael Denehy

Teresa Rock

Feargal Spain

**FIREFIGHTERS/EMT'S**

FF Dwayne Banks

FF/EMT Tom Clancy

FF/EMT Michael Gassiraro

FF Mark Hickox

FF/EMT Richard Kent

FF/EMT Richard Landers

FF/EMT David Castagneto

FF/EMT Brenda Dunn

FF/EMT Timothy Grant

FF Tom Hurley

FF/EMT Tom Kneeland

FF/EMT David McGloughlin

FF John McNamara

FF Patrice O'Malley

FF Jeff Pichel

FF/EMT Ryan Monat

FF Edward Williams

FF/EMT David Greenwood

FF Michael O'Donnell

FF Colin Osgood

FF/EMT Anthony Polk

FF Jeff Surprenant

FF Mark Witherell

FF/EMT David Lefebvre

FF/EMT Don Beltrami

FF/EMT Al Lundquist

FF/EMT Lindsey Myette

FF/EMT Matthew Moniz

**EMT'S**

EMT Edward Burg

EMT Reed Frailey

EMT Suzanne Klein

EMT Denise Moniz

EMT M. Thomas Quail

EMT Dori Bera

EMT Keith Hevenor

EMT Jason Malinowski

EMT Tim Pacheco

**COMPANY 4 Reservists**

Erica Andrews

William Harland Sr.

Charles Ogilivie

Michele Dunn

Barry Real

Jeff Stanford

Matthew Malloy

**HIGHWAY OPERATIONS MANAGER**

James Clyde

**TOWN ENGINEER.**

Eric K. Durling

**DOG OFFICER**

(Vacant)

**INSPECTOR OF BUILDINGS**

Roland J. Bernier

**INSPECTOR OF WIRES**

Booth Jackson

**PLUMBING INSPECTOR**

Joseph Cormier

**GAS INSPECTOR**

Joseph Cormier

**NASHOBA VALLEY TECH. HS.**

Augustine Kish	2006
William Foster, Alternate	2007

**COUNCIL ON AGING (3yr)**

Norman Berry	2006
Bernard Araujo	2006
Mary Catalanotto	2006
Barbara Brine	2006
Barbara McRae	2007
Barbara Kamb	2008
Mary Kaye	2008
Greta Bennett	2008
Mary Gosby	2008
Natalie Hallowell	2007
Howard Russell	2007
George Sanders	2008

**GRAVES REGISTRATION OFFICER**

David Badger

**PERSONNEL COMMITTEE**

**(3 year terms; 1 year term employee reps)**

Kenneth Adam, Finance Comm.
Reed Augliere, Selectman
Matthew King, Employee
Kenneth Mildren, Employee
Joseph Gaffney, Citizen-at-large
Denise Pagacik, Citizen-at-large
Timothy Goddard, Town Administrator

**TOWN ACCOUNTANT**

Gail Eagan Henry

**MRTA ADVISORY BOARD**

Timothy D. Goddard

**ASSISTANT BUILDING INSPECTOR**

Gabriel Vellante

**ASSISTANT WIRING INSPECTOR**

Vincent Chant

**DEPUTY PLUMBING INSPECTOR**

Joseph Cormier Jr.

**DEPUTY GAS INSPECTOR**

Joseph Cormier Jr.

**SEALER OF WEIGHTS & MEASURES**

Lisa Griffiths

**COMMISSION ON DISABILITIES**

George Sanders
Ivy Sanders
Wendy Vinal
Ivan Pagacik -Selectman's Representative
Randall Benoit
Bartlett Harvey

**VETERANS AGENT**

Allen McRae

**MAPC REPRESENTATIVE**

David Newton

**REGISTRARS OF VOTERS**

Linda Knupp, Town Clerk
Katherine Petkewich
Sandra Clyde
Ellen Banks

**ELECTION WARDEN**

Mildred McGovern

Town of Littleton

**CULTURAL COUNCIL (3-Yr)**

Margaret Low	2008
Kim Ahern	2008
Steve Glines	2008
Andrews Bowers	2006
Susan Harvey	2006
Deb Augliere	2007
Michael Kearney	2007
Prudence Ursch	2008

**CONSERVATION COMMISSION**

(3 YR TERM)	
Ian Gunn	2007
Frank Matheson	2007
Sarah Seaward	2008
Peter Tierney	2008
Carl Melberg	2006
James Pickard	2006
Dan Lord	2006

**PERMANENT MUNICIPAL BUILDING COMMITTEE (5-Yr)**

William Farnsworth	2010
Warren Terrell	2010
Joseph Collentro	2006
Richard Crowley	2007
Elaine Braun-Keller	2009
Michael Coole	2009
Mark Mizzoni	2008

**BOARD OF APPEALS (3 Year)**

William Farnsworth, Alt.	2007
Julia Adam	2007
Sherrill Gould	2007
Joseph Knox, Alt.	2007
Brad Miller	2008
Ronald Hudgens, Alt.	2008
John Cantino, Alt.	2008
Ray Galloni, Alt.	2008
Raymond Cornish	2006
Christopher Meier, Assoc.	2008

**MBTA ADVISORY COMMITTEE**

Steve Sussman
Barbara Boothby
Ron Catella
Pat Schaubberger
David Derrig
Tim Goddard
Ed Fultz

**HOUSING COMMITTEE**

Kenneth Eldridge	David Campbell
Peter Cassinari	Janet LaVigne
Ray Galloni	Darrell Payson
Terry Schwulst	Howard Russell

**ECONOMIC DEVELOPMENT**

<b>COMMITTEE</b>	
Paul Glavey	Joseph Presti
Pamela Campbell	Gregg Champney
Timothy Goddard	Jeanine Wood
Savas Danos	Janet Wilkinson
Kevin Goddard	Richard Andersen

**SENIOR CENTER COMMITTEE (9)**

Mary Dugan	Howard Russell
Barbara McRae	Kenneth Eldridge

Ivan Pagacik

**CABLE TELEVISION COMMITTEE**

Patricia Lawrence	
Mildred McGovern	
Barbara McRae	
Alan McRae	
David Sill	
Peter Johnson	
Peter Beale	Ron Martin

**HISTORICAL COMMISSION**

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

**PUBLIC SHADE TREE COMMITTEE**

Kim Ahern  
Frederick Findlay  
Barbara Chapin  
Walter Higgins  
James Clyde, Tree Warden

**TOWN FOREST COMMITTEE**

Wayne Nadow  
Kathy Stevens  
Maureen Cahill  
Jeff Menzigian, Associate Member

**OPEN SPACE IMPLEMENTATION COMMITTEE (15)**

Rita Biagioni	Rick Fritz	Linda Stein	Ed Mullin
Debra Bray	Sarah Foss	Art Lazarus	Peter Church
Melissa Spurr			

**LAKES AND PONDS COMMITTEE**

Jonathon Folsom, Long Lake Association  
Steve Wheaton, Planning Board  
Jack Casey, Matawanakee Assoc.  
Dan Lord, Conservation Commission  
Steve Foss, Board of Health  
Paul Glavey, Board of Selectmen

**TECHNOLOGY COMMITTEE**

Theresa Campbell  
James D. Murray  
Keith White  
Brian Tarbox

**SPECIAL WEIGHERS - FLAME**

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

**VERYFINE SCALE OPERATORS**

Gail Dandy  
Calvin Brown  
Domenic Carhnidi  
Ronald Farnsworth  
Larry Hess  
Thomas Hess  
Larry Hetu  
Steven Martin  
James Nicosia  
Nicholas Signoretti  
Kathy Ubersohn  
Andrew Edmiston

**SPECIAL WEIGHERS -  
AGGREGATE INDUSTRIES**

Lonnie Brown  
Chad Abramson  
John Gintner  
Mark Landry  
Dawn Schildt  
Ron Abramson

**VERYFINE SCALE OPERATORS**

Gail Dandy  
Calvin Brown  
Domenic Carhnidi  
Ronald Farnsworth  
Larry Hess  
Thomas Hess  
Larry Hetu  
Steven Martin  
James Nicosia  
Nicholas Signoretti  
Kathy Ubersohn  
Andrew Edmiston

**SPECIAL WEIGHERS - FLAME**

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

**SPECIAL WEIGHERS -  
AGGREGATE INDUSTRIES**

Lonnie Brown  
Chad Abramson  
John Gintner  
Mark Landry  
Dawn Schildt  
Ron Abramson

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

Steve Baronoski      Ed Nowers

Town of Littleton

**LITTLETON EMERGENCY MANAGEMENT AGENCY**

Richard Landers, Director  
**Deputy Director-Vacant**  
Paul Tiernan, Intelligence Officer

Paul J. Glavey, Welfare Director  
David Badger, Mortuary Officer  
Charles A. Perry, Jr., Mortuary Officer  
John F. McGaffigan, Jr., Mortuary Officer

**SKI MOBILE RESCUE**

Dwayne Banks  
Earl Banks  
Ellen Banks  
Booth Jackson  
Michael O'Malley

Patrice O'Malley  
Mary Jo Saunders  
Henry J. Cormier, Jr.  
Virginia Cormier

**EMERGENCY MEDICAL TECHS NURSES (VACANT)**

C. Gruskowski, DMD

**RADIO COMMUNICATIONS (VACANT)**

**SHELTER OFFICERS (VACANT)**

## BOARD OF SELECTMEN

A great deal of progress was made during 2005 regarding several of the Board's initiatives and priorities. In March, the Town residents supported a debt exclusion override for the construction of a new Middle School. This initiative was supported by the Selectmen, Finance Committee and School Committee and proved to be a very successful cooperative effort that will result in the construction of a badly needed new Middle School.

The Board gained a new member in May when Ivan Pagacik topped the ticket for Selectman. The Board looks forward to working with Ivan on many future projects. Selectman Reed Augliere was also re-elected. We also want to express our gratitude to former Selectman Ronald Caruso for his six-year unselfish service to the Town.

The Selectmen, Finance Committee and School Committee also jointly proposed a general operating override of 1.575M, which was also approved by a majority of the voters. This override enabled the Town's departments to maintain service levels with a minimum of personnel cutbacks.

In September the Board hosted the first of hopefully many Informational Town Meetings. Items on the fall Special Town Meeting warrant were covered as well as the ongoing planning activities of Vision 300 and the Economic Development Committee. Vision 300 is intended to focus on the implementation of key

elements of the Master Plan and to encourage public participation.

After many months of hard work by the Housing Committee, the fall Special Town Meeting passed an Over 55 Housing bylaw as well as approving an innovative program for advertising on police cruisers. Several initiatives of the Economic Development Committee were also introduced at the fall Special Town Meeting: new parking requirements were approved and a sewer and zoning feasibility study received a simple majority vote (falling short of the required two thirds majority) which will be resubmitted for consideration at the Annual Town Meeting.

As of this writing, the Selectmen are appointing members to a Vision 300 Steering Committee, a Town Government Study Committee and a Historical District Study Committee. All of these efforts need public participation so the Board wishes to encourage residents to become more involved in their Town government.

Respectfully submitted,

Paul Glavey, Chairman  
Reed Augliere, Vice-chairman  
Kenneth Eldridge, Clerk  
Thomas Rauker, Member  
Ivan Pagacik, Member

## TOWN ACCOUNTANT

The following are the unaudited General Fund Expenditures and Revenues for the six-month period ending December 31, 2005, and the unaudited ending balances for Special Revenue Funds, Grant Funds, Gift Funds and Agency Accounts.

Gail Henry

Town Accountant

**TOWN OF LITTLETON  
GENERAL FUND  
EXPENDITURE SUMMARY - UNAUDITED  
SIX MONTHS ENDING DECEMBER 31, 2005**

Account Description	Appropriations	Expenditures	Remaining Balance	Percent Used
TOWN COUNSEL				
Expenses	75,000.00	42,184.71	32,815.29	56.3
SELECTMEN				
Personal Services	30,500.00	13,987.20	16,512.80	45.9
Expenses	13,900.00	6,089.87	7,810.13	43.8
Articles	22,584.70	13,260.70	9,324.00	58.7
TOWN ADMINISTRATOR				
Personal Services	70,572.00	33,400.64	37,171.36	47.3
Expenses	800.00	592.78	207.22	74.1
FINANCE COMMITTEE				
Expenses	2,000.00	380.00	1,620.00	19.0
FINANCE COMMITTEE-RESERVE FUND	147,655.00		147,655.00	
ACCOUNTANT				
Personal Services	68,560.00	32,223.26	36,336.74	47.0
Expenses	2,275.00	59.35	2,215.65	2.6
ANNUAL AUDIT				
Expenses	21,750.00		21,750.00	
ASSESSORS				
Personal Services	119,976.00	56,943.28	63,032.72	47.5
Expenses	4,700.00	327.83	4,372.17	7.0
Articles	6,000.00	4,995.33	1,004.67	83.3
TREASURER				
Personal Services	81,600.00	38,684.28	42,915.72	47.4
Expenses	5,963.00	10,209.25	(4,246.25)	171.2
Articles	200,765.91	30,114.07	170,651.84	15.0

Account Description	Appropriations	Expenditures	Remaining Balance	Percent Used
COLLECTOR				
Personal Services	40,471.00	19,576.64	20,894.36	48.4
Expenses	8,505.00	4,612.28	3,892.72	54.2
INFORMATION SYSTEMS				
Articles	17,336.20	9,527.27	7,808.93	55.0
TAX TITLE FORECLOSURE				
Expenses	12,000.00	1,762.64	10,237.36	14.7
TOWN CLERK				
Personal Services	41,833.00	20,221.16	21,611.84	48.3
Expenses	650.00	180.46	469.54	27.8
ELECTIONS AND REGISTRATIONS				
Personal Services	4,862.00	2,239.44	2,622.56	46.1
Expenses	6,370.00	1,551.86	4,818.14	24.4
CONSERVATION COMMISSION				
Personal Services	15,000.00	7,688.78	7,311.22	51.3
Expenses	1,726.00	414.20	1,311.80	24.0
PLANNING BOARD				
Personal Services	34,114.00	13,816.57	20,297.43	40.5
Expenses	1,197.00	404.30	792.70	33.8
APPEALS BOARD				
Personal Services	3,730.00	1,468.73	2,261.27	39.4
Expenses	1,200.00	296.45	903.55	24.7
SHATTUCK ST BUILDING				
Personal Services	19,500.00	6,696.00	12,804.00	34.3
Expenses	158,250.00	59,941.92	98,308.08	37.9
POLICE/FIRE STATION				
Expenses	36,500.00	9,678.61	26,821.39	26.5
PROPERTY & LIABILITY INSURANCE	275,000.00	241,984.02	33,015.98	88.0
EMPLOYEE BENEFITS	2,148,199.00	1,142,578.52	1,005,620.48	53.2
GASOLINE	90,000.00	37,784.08	52,215.92	42.0
TOWN REPORTS	7,000.00		7,000.00	

Town of Littleton

Account Description	Appropriations	Expenditures	Remaining Balance	Percent Used
TELECONTROL	60,000.00	8,427.02	51,572.98	14.1
COUNTY RETIREMENT BENEFITS	851,397.00	819,114.33	32,282.67	96.2
POLICE				
Personal Services	1,033,297.00	541,587.99	491,709.01	52.4
Expenses	69,252.00	28,252.05	40,999.95	40.8
Articles	72,457.00	25,098.71	47,358.29	34.6
FIRE				
Personal Services	542,834.00	223,264.23	319,569.77	41.1
Expenses	61,365.00	19,680.72	41,684.28	32.1
Articles	10,000.00	3,426.89	6,573.11	34.3
CONTROL CTR DISPATCH				
Personal Services	222,160.00	104,934.40	117,225.60	47.2
Expenses	18,352.00	5,023.77	13,328.23	27.4
BUILDING				
Personal Services	75,291.00	39,450.20	35,840.80	52.4
Expenses	1,863.00	1,018.40	844.60	54.7
EMERGENCY MANAGEMENT				
Expenses	1,000.00	140.30	859.70	14.0
LITTLETON EDUCATION				
Personal Services	8,926,790.00	3,219,343.50	5,707,446.50	36.1
Expenses	3,539,525.00	2,030,974.45	1,508,550.55	57.4
NASHOBA REGIONAL TECHNICAL	265,751.50	134,751.67	130,999.83	50.7
HIGHWAY AND STREETS				
Personal Services	607,727.00	263,673.03	344,053.97	43.4
Expenses	62,446.00	24,191.85	38,254.15	38.7
Articles	95,841.74	37,182.14	58,659.60	38.8
CONSTRUCTION & MAINTENANCE				
Expenses	50,300.00	34,214.02	16,085.98	68.0
SNOW AND ICE				
Personal Services	51,700.00	12,063.69	39,636.31	23.3
Expenses	51,400.00	36,741.07	14,658.93	71.5
TRANSFER STATION				
Personal Services	47,500.00	22,112.98	25,387.02	46.6

Account Description	Appropriations	Expenditures	Remaining Balance	Percent Used
Expenses	296,066.00	125,910.47	170,155.53	42.5
Articles	5,000.00		5,000.00	
WASTEWATER MANAGEMENT				
Expenses	46,200.00	23,377.83	22,822.17	50.6
B & M RAILROAD CROSSING				
Expenses	2,806.00	2,805.62	0.38	100.0
CEMETERY				
Personal Services	96,656.00	40,728.81	55,927.19	42.1
Expenses	29,160.00	9,811.65	19,348.35	33.7
BOARD OF HEALTH				
Personal Services	22,243.00	8,982.02	13,260.98	40.4
Expenses	1,872.80	452.28	1,420.52	24.2
N.A.B.H.				
Expenses	20,415.00	10,207.50	10,207.50	50.0
ANIMAL INSPECTOR				
Expenses	1,300.00		1,300.00	
NURSING SERVICES				
Expenses	7,944.00	3,972.00	3,972.00	50.0
ELIOT CLINIC				
Expenses	3,780.00	945.00	2,835.00	25.0
COUNCIL ON AGING				
Personal Services	49,330.00	24,641.78	24,688.22	50.0
Expenses	16,389.00	7,057.30	9,331.70	43.1
VETERANS' SERVICES				
Personal Services	2,500.00		2,500.00	
Expenses	750.00	243.30	506.70	32.4
VETERANS- BENEFITS & SERVICES				
Expenses	5,500.00	2,390.40	3,109.60	43.5
LIBRARY				
Personal Services	299,076.00	143,210.26	155,865.74	47.9
Expenses	83,853.00	55,696.08	28,156.92	66.4
Articles	2,500.00		2,500.00	

Town of Littleton

Account Description	Appropriations	Expenditures	Remaining Balance	Percent Used
RECREATION				
Personal Services	69,213.00	38,750.11	30,462.89	56.0
Expenses	2,963.00	70.58	2,892.42	2.4
HISTORICAL COMMISSION				
Expenses	700.00	118.00	582.00	16.9
MEMORIAL DAY				
Expenses	500.00		500.00	
PATRIOTS DAY				
Expenses	50.00		50.00	
PRINCIPAL DEBT SERVICE	2,261,702.00	510,601.88	1,751,100.12	22.6
INTEREST DEBT SERVICE	1,443,258.21	816,883.75	626,374.46	56.6
TREASURER INTEREST SHORT-TERM	165,996.97	625.00	165,371.97	0.4
STATE AND COUNTY ASSESSMENTS	<u>754,582.00</u>	<u>22,648.00</u>	<u>731,934.00</u>	3.0
TOTAL GENERAL FUND	26,208,600.00	11,350,673.51	14,857,926.52	43.3

**TOWN OF LITTLETON  
GENERAL FUND  
REVENUE SUMMARY - UNAUDITED  
SIX MONTHS ENDING DECEMBER 31, 2005**

State Distributions and Reimbursements	2,274,398.00
Real Estate	3,413,491.31
Personal	176,683.85
Tax Titles	31,085.65
Motor Vehicle	205,707.05
Other Excise	3,744.00
Penalties/Interest	20,388.98
se	225,000.00
Payments in lieu	225,000.00
Charges for Disposal	335,973.00
Fees	37,996.03
Other	2,935.48
Revenue	82,550.75
Licenses &	18,749.49
Special	39,232.50
Fines & Forfeits	109,233.38
Investment	43,602.96
Miscellaneous	<u>4,075.00</u>
Miscellaneous	4,075.00
Total Year-to-	<b>7,024,847.43</b>

**SPECIAL REVENUE, GRANT & GIFT FUNDS  
ENDING BALANCES - UNAUDITED  
December 31, 2005**

**TOWN SPECIAL REVENUE FUNDS**

WETLANDS	44,443.33
DOG TAX FEES	5,029.62
SHATTUCK RENTAL	775.62
STREET CUT FORFEITURES	1,950.00
SALE OF CEMETERY LOTS	6,406.00
AMBULANCE RECEIPTS	146,208.08
D.A.R.E.	18.25
LAW ENFORCEMENT TRUST	1,579.90
RECREATION REVOLVING	118,589.71
BUILDING DEPT. REVOLVING	26,134.02

Town of Littleton

HAZARDOUS MATERIALS FUND	1,189.69
COMMUNITY SEPTIC MGT PROGRAM1	149,113.18
CEMETERY COMMISSION REVOLVING	13,069.74
FIRE ALARM SYSTEM REVOLVING	5,503.00
AMBULANCE SERVICE REVOLVING	1,600.00
TELECOM TOWER - OAK HILL (C)	74,607.40
TELECOM TOWER-NEWTOWN HILL (C)	117,651.71
HANDICAP PARKING FINES	2,397.38
MILL POND	10,000.00
COA DAY CARE	1.90
FROST-WHITCOMB/EOEA REIMB	192,000.00
SIDEWALK CONST/MAINT FUND	3,000.00
COMMUNITY SEPTIC MGT PROGRAM2	12,754.59
LAKE CLEAN-UP PROJECTS	6,030.16
PUBLIC LAND AQUISITION FUND	553.78
TELECOM TOWER-SPECTACLE POND/C	44,997.95
GRAVE INTERNMENT FUND	12,862.81
LOCAL ACCESS CABLE	46,583.01
CPR FIRE (SR)	505.50
FOREST FIRE VFA TITLE IV (F)	966.12
COA RECREATION FUND	270.84
CHAPTER 235 (REIMBURSEMENT)	(10,241.35)
POLICE SATURN PROGRAM(S)	1,527.14
FIRE SATURN PROGRAM(S)	1,175.00
INTEREST ON BOND SALE 1/03 (O)	309.31
PLANNING BOARD INSPECTIONS (O)	20,174.65
APPEALS BD 40B PROJ MANNION PL	864.11
PLANNING BOARD-ORCHARD SQUARE	3,174.56
PLANNING BOARD - CONCORD OIL	162.50
CHP90 HWY CY05 (REIMBURSEMENT)	(200,721.95)
PLANNING BOARD PEER REVIEWS	687.50

**SCHOOL DEPT SPECIAL REVENUE FUNDS**

SCHOOL CHOICE	207,206.77
TIGERS DEN	221,373.44
SCHOOL LUNCH	7,568.77
ATHLETIC GATE RECEIPTS	11,250.59
CONTINUING ED REVOLVING	36,068.09
PRE-K TUITION REVOLVING	29,926.65
ATHLETIC FUND	22,020.00
STUDENT ACTIVITY FUND	5,452.00
GROUP HOME REVOLVING	62,869.66
HS AUDITORIUM RENTAL (O)	1,483.78
SPED CIRCUIT BREAKER REVOLVING	275,472.63
FULL DAY KINDERGARTEN	31,998.24
SCHOOL BUSS FEES	105,943.72
SUMMER SCHOOL PROGRAM	2,200.00

**SCHOOL DEPT STATE GRANTS**

EARLY INTERV LITERACY FY06(S)	17,025.52
EARLY LITERACY II FY06	6,250.00

**SCHOOL DEPT FEDERAL GRANTS**

TITLE I FY05	20,582.96
TITLE I FY06	(6,160.93)
TITLE II D FY06 ED TECH	1,467.00
SPED 94-142 ALLOC FY06	43,175.55
FY06 TITLE V	1,800.05
TITLEIIAFY06 TEACHER QUALITY	488.35
DRUG FREE SCHOOL FY06	4,452.05
LEARN & SERVE SCH BASED FY06	4,137.08
EARLY CHILDHOOD SPED FY06	5,188.00
SPED PRGM IMPROVMENT FY06	3,750.00

**TOWN GRANTS**

STATE GRANT/ARTS LOTTERY	922.68
STATE GRANT/POLLS EXPENSE	375.13
STATE LIG/MEG GRANT	18,815.73
POLICE VEST GRANT (S)	5,877.55
COMMUNITY POLICING GRANT (F)	20,011.52
COA INCENTIVE GRANT (S)	10.01
S.A.F.E. GRANT (S)	73.13
POL TRAFFIC ENFORCEMENT GRANT	119.80
COA FORMULA GRANT (STATE)	7.60
HISTORICAL SURVEY/PLAN GRT (S)	3.55
NMRLS LIBRARY GRANT (O)	600.00
FIRE SAFETY GRANT (S)	91.25
POLICE VEST GRANT FY03 (F)	5,607.50
OT TRAFFIC PATROLS-FY03(S)	22.99
MVLC BOOK KIT LSTA GRANT (O)	49.51
WILDLIFE HABITAT INCENTIVE(F)	898.50
NEH PRESERVATION ASSIST(F)	1,718.47
FIRE EQUIP GRANT FY05(S)	1,151.79
OPS AND FIREFIGHTER SAFETY(F)	6,645.70
AMBULANCE TASK FORCE(S) FY06	2,000.00
LIBRARY DATABASE FY06	9,010.00

**GIFTS AND DONATIONS**

SAN-VEL GIFT FUND	228.21
STATE STREET GIFT FUND	100.00
AMBULANCE GIFT FUND	1,619.44
SHADE TREE GIFT FUND	4,273.42
GARELICK GIFT FUND	492.11
COMMUNITY POLICING GIFTS	2,467.48
LIBRARY GIFT/LOST BOOKS	10,335.30
FIRE DEPT GIFT FUND	15,665.99

Town of Littleton

DESTINATION IMAGINATION	0.00
CEMETERY GIFT FUND	6,915.14
DONATIONS TO SCHOOL DEPT	5,313.79
CURRICULUM GIFT FUND	360.56

**AGENCY FUNDS**

MART FARES	139.00
DRIVER TRAINING	2,494.00
POLICE DETAIL	(12,754.91)
POLICE FIREARMS - STATE FEES	2,019.50
FIRE DEPARTMENT DETAIL	2,337.74
SCHOOL USE FEES	2,326.00
STUDENT ACTIVITIES HIGH SCHOOL	43,229.38
STUDENT ACTIVITIES MIDDLE SCHOOL	17,368.88
STUDENT ACTIVITIES RUSSELL STREET	2,172.78
STUDENT ACTIVITIES SHAKER LANE	13,535.99

## BOARD OF APPEALS

The Littleton Board of Appeals held twenty meetings and one informal discussion during 2005 to hear a total of sixteen petitions. The petitions presented at these hearings were distributed according to the following classifications:

- Five (5) petitions for variances
- Ten (10) petitions for special permits
- One (1) for comprehensive permit

Of the five petitions for variances, five were granted.

Of the ten petitions for special permits, ten were granted.

The one comprehensive permit was withdrawn.

The Board extends its gratitude to Ronald Hudgens for his nine years of service as an alternate member. the Board welcomes Christopher Meier as an alternate member.

The organization of the Board during 2005:  
 Raymond Cornish, Chairman  
 Sherrill Gould, Vice Chairman  
 Julia Adam, Clerk  
 John Cantino, Member  
 Bradford Miller, Member  
 William Farnsworth, Alternate member  
 Ray Galloni, Alternate member  
 Joseph Knox, Alternate member  
 Christopher Meier, Alternate member

Respectfully,

Julia Adam, Clerk  
 Littleton Board of Appeals

## 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.

Ken Mildren completed his first full year as Chief Assessor after joining the town in late-2004. In his efforts to get up to speed as quickly as possible in his new role, Ken has taken a prominent role in the inspection of new construction and review of properties requesting abatements. His hands-on approach has helped him familiarize himself with the town and has also allowed him to develop a strong rapport with both residents and other town hall employees.

2005 also saw the first full year of creating interim and pro forma assessments. These assessments are required of all new construction and for properties with alterations or additions which result in a change in property value of over 50%. The Board

has been able to assimilate this new task without requiring additional staffing.

The Board of Assessors lost a valuable member, Bill Nickerson, when he relocated from town in mid-2005. The Board has been performing a search for a new member over the final several months of the year.

This coming year will see the Board of Assessors continue their Data Quality Study, mandated by state law, to confirm the accuracy of assessing data. Over the next two years the office staff will be visiting every property in Littleton for both an interior and exterior inspection.

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.

Respectfully submitted,

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

## BOARD OF HEALTH

The Board of Health is a five member elected Board serving residents through the enforcement of health codes and the promotion of good public health practices. The Board is heavily involved in the regulatory/permitting process for a number of environmental and public health issues as well as major development projects. Additionally, through our agent, Nashoba Associated Boards of Health in Ayer, food service inspections and permits, health clinics, immunizations and communicable disease investigation, access to rabies testing and related health counseling is provided.

Members serve for three-year terms and attend regularly scheduled meetings twice a month (and more if necessary). In the interest of coordinating efforts, members are often called upon to attend the meetings of other Boards so that effective communication and continuity is achieved on overlapping projects. The Board of Health is part of the NABOH in Ayer from which valuable help, advice and technical assistance are derived. Our agent is Ira Grossman, R. S., who is responsible for conducting the field work and inspections mandated by Title 5, maintains office hours in Littleton Tuesdays and Thursdays from 9:30 until 10:30.

The Board of Health plays a major role in assuring that Littleton's public health and safety remain in balance and harmony with its environment. It works within the state's Department of Environmental Protection 310 CMR 15.000 (The State Environmental Code, Title 5" and the more restrictive Town Bylaws - Division 3 (Board of Health Regulations) of Part II (General Legislation) of the Town Code which is available to the public at [www.littletonma.org](http://www.littletonma.org). The bulk of this effort lies with the extensive review of private waste/septic treatment systems for existing homes and the construction of new homes. Development projects need extensive review as well, and your

Board conducts reviews, which have a large potential impact to the town.

In 2005, the Board held 32 regular meetings. It collected \$4018.40 in fees, which are then deposited in the general fund to help offset expenses. Other efforts of this office cover issues such as beaver control, tobacco and stable permits, animal bites, flu clinics, rabies clinic, mosquito control, town beach test reports, dead animals, and a myriad of others too numerous to mention. In addition, our office welcomes the many letters, phone calls, and e-mails from concerned and interested citizens which guide and direct our efforts to areas deemed important to our town's inhabitants. You can reach our office at 978-952-2313, (FAX) 978-952-2354, and [bcyr@littletonma.org](mailto:bcyr@littletonma.org) and during office hours 8-12 Mondays through Fridays.

Changes have come to our office during the year 2005. This year saw the arrival of a new administrative assistant. Beverly Cyr replaced Linda Cantillon (who served this Board well for many years) on September 7, 2005, and she brings organizational skills as well as a new perspective on the daily workings of our office. Long time Board member Steve Foss, also announced that, after serving six years, he will not be a candidate for re-election. Peter Cassinari has served on the Senior Housing Committee and serves currently on the Youth Advisory Council. Mr. Cassinari, as always, welcomes the public to contact him for Board of Health assistance.

Respectfully,

Robert Lane Zimmerman, Chair  
Peter Cassinari, Vice-Chair  
Steve Foss, Clerk  
Ted Doucette, member  
Joseph Prendiville, member

## BUILDING DEPARTMENT

The Building Department is pleased to report that during the calendar year 2005, the following fees were collected from building permits totaling \$111024.25

New Commercial Construction	2
Commercial Addition / Renovation	2
New Residential Construction	46
Residential Renovation / Addition	56
Accessory Structure	38
Signs	9
Wood Stove	32
Pools	6
Demolition	6
Miscellaneous	136
Certificate of Inspection	18
Void Permit Application	7
 Total Number of Permits Issued	 333

The year 2005 has been a busy one for the building department. The number of permits for single-family dwellings remained steady due primarily to the new 40B project on Beaver Brook Road. Six out of ten 40B buildings have been permitted for construction resulting in 27 new single-family attached dwelling units of which 8 are dedicated to be affordable. This trend is expected to continue through 2006, with an increase in 40B construction and affordable units.



Two new commercial projects reflect the sluggish commercial growth in Littleton, the first being a small office / warehouse on Taylor Street. The second is Littleton's new Middle School Project which broke ground late in 2005. Despite the cold New England weather, the steel superstructure is nearly complete allowing us to visually see the building outline.

The introduction and implementation of several new laws designed to provide a greater measure of public safety throughout the Commonwealth were introduced in 2005. Two more notable and applicable laws to Littleton are; Chapter 304 of the Acts of 2004, the Fire Safety Act which require all establishments licensed by the Alcoholic Beverages Control Commission that serve alcohol for consumption on the premises to have a certificate of inspection (780 CMR "106" certificate) signed by both the building inspector and the head of the fire department; Chapter 123 of the Acts of 2005 commonly referred to as "Nicole's Bill" requires the installation of Carbon Monoxide alarms and smoke detectors in residential buildings.

Less notable but certainly as important is the approval of the use of non-vented gas logs. Said installation requires specific built-in safeguards, and are restricted to areas not used as bathrooms and bedrooms. As with any invented 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.

It is with deep sorrow that we announce the passing of co-worker and friend, Steven "Plumber" Cormier. Steven held the position of Plumbing and Gas Inspector for nearly 13 years, having previously served as alternate inspector for his father Henry Cormier. Steven's unique character and dedication to the industry earned him the respect of those that he served while providing a charismatic atmosphere that will sorely be missed.

We also welcome Mr. Joseph Cormier as the new Plumbing and Gas Inspector. Joe has been the alternate Plumbing and Gas Inspector for the past several years and will provide a seamless transition of service. His son, Mr. Joseph Cormier Jr. will serve as the alternate inspector along with Mr. Wielenski.

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

Town of Littleton

would like to specifically recognize the efforts of the Inspector of Wires Mr. Booth Jackson, the alternate inspector Mr. Vincent Chant and the Plumbing and Gas Inspector Mr. Joseph Cormier. In addition, a thanks to Mr. Gabriel Vallante, the alternate Building Commissioner, for providing the necessary services during my absence, and a special thanks to Ms. Catherine Tocci who serves as department Administrative Assistant.

**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 Inspector

***REPORT OF THE INSPECTOR OF WIRES***

Please consider the following annual report of the Inspector of Wires for the year January 1, 2005 to December 31, 2005, collecting a total of \$32936.00 in electrical permit fees.

New Homes	24
Additions more than ten outlets	83
Additions less than ten outlets	76
New Service	13
Service Change	12
Swimming Pools	8
Temporary Meters	3
Industrial	72
Residential Security Systems	19
Void Permits	2

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 Katie Tocci for her secretarial services throughout the year. A special thanks to Mr. Vincent Chant who acts as the alternate inspector during my absence.

Respectfully submitted, Booth D. Jackson, Electrical Inspector

***REPORT OF THE GAS AND PLUMBING INSPECTOR***

**As the Littleton Gas Inspector, I am pleased to report that 91 permits were issued collecting a total of \$7055.00 in gas permit fees.**

As the Littleton Plumbing Inspector, I am pleased to report that 123 permits were issued collecting a total of \$12,850.00 in plumbing permit fees.

I would like to thank Mr. Joseph Cormier, who in the capacity as Assistant Plumbing and Gas Inspector has provided consistent and uninterrupted service during my absence. A special thanks to the office personnel who have assisted me throughout the year.

Respectfully submitted, STEVEN CORMIER  
Plumbing and Gas Inspector

## CEMETERY COMMISSION

Land acquisition was the major undertaking by the Cemetery Commissioners in 2005. Through the kindness of Charlotte Hartwell, the Cemetery Commissioners were able to purchase a little over eight additional acreage contiguous to the current cemetery. Further, a gift of ten acres of additional land was made to the Cemetery Commission during the early Fall. Westlawn Cemetery now totals just under 60 acres, making Littleton one of the few towns to add cemetery land within the confines of one cemetery location. Because of this acquisition, the Cemetery Commission has a number of avenues for future expansion.

The Whitcomb Circle area in front of the Administration Building was finished in time for the Memorial Day ceremonies. Through the creative and diligent efforts of Cemetery Department personnel, this beautiful area greets visitors when approaching the building.

A Flag Retirement Ceremony was held at Westlawn Cemetery on Veteran's Day. A large number of flags were retired. The Veteran's Agent, Fire Department personnel and American Legion representatives were present for this occasion.

The Buy-A-Brick, Memorial Tree and Memorial Bench programs are ongoing and are popular with visitors.

After a series of inquiries by the Cemetery Commissioners, and many meetings during the last nine months, the Cemetery Commissioners, along with the Commissioners of the Trust Funds, Town Treasurer and Town Accountant, it was investigated and determined that a significant trust fund balance reporting errors had occurred and not reported for a number of years. This has resulted in changes to the total of the Town Trust and monies available to the Cemetery Department, among others. All parties have agreed to a new reporting process; and the Cemetery Commissioners, Trust Commissioners, Town Treasurer and Accountant will be working with the FINCOM to deal with this as we go forward. (Please refer to the report of the Trust Commissioners for a more detailed explanation).

The Cemetery Commissioners again wish to extend our appreciation to the loyal employees of the Cemetery Department.

David Badger, Chair  
Susan Fougstedt, Treasurer  
Deborah Williams, Secretary

## CLEAN LAKES COMMITTEE

The Town Selectman formed the Clean Lakes Committee (CLC) in 1999 to assess conditions and coordinate improvements to Littleton's lakes and ponds. The forum brought together representatives from neighborhood associations on Long Lake, Mill Pond, Spectacle Pond and Lake Mattawanakee to share ideas and resources. Additional members include interested town committee representatives and concerned citizens.

Meetings are held at 7pm on the first Tuesday of the month in the conference room at the LELW Operations Center, 39 Ayer Road.

The year saw continued action on the project for the restoration of Long Lake. The new boat launch, the last major public element of this multi-year effort, was completed during the summer. It not only provides easier access and better parking for boaters, it protects the town beach and improves water quality by capturing stormwater that used to flow directly into Long Lake. The gravel mat driveway and pavers alone help disperse rain and snow melt.

A culvert running the length of the boat ramp contains a stepped raingarden to retain and treat area flows. It receives much of the runoff from the ramp area and is also connected to the beach parking lot drainage system and a neighborhood storm drain line. Even the runoff from the boat wash drains away from the lake and into the culvert. Weirs retain the flows, reducing shoreline silting, while grasses and wetland plants draw up nutrients that have fueled aquatic weed growth for years. All this while the plantings naturally 'green-up' the area much like the Wetland Park to the north of the beach.

Both the Wetland Park and the boat launch have received kiosks this year. Informational displays, brochures and maps are being planned to orient visitors and explain the project's conservation concepts.

The Long Lake Neighborhood Raingarden Program was launched this year. Eight sites

received gardens, and two more will be added next year to complete the first phase. Scaled down from the stepped raingarden at the boat ramp, these smaller plots have been located on private properties throughout the community. Each garden is uniquely designed to interrupt the flow of stormwater that was once directed into Long Lake. Whether receiving runoff from paved surfaces or hillsides, the raingardens capture nutrients, silt and debris, preventing more damage to the lake.

Participating homeowners have pledged to maintain the raingardens and monitor their effectiveness. It is hoped that the free program can be expanded, but additional funding will have to be found.

Three lakes received herbicide treatment for aquatic invasive plants this year: Long Lake, Spectacle Pond and Newtown Pond in the Newtown Hill Conservation area. Milfoil and fanwort were the primary targets of the effort. Funding was approved by warrant at town meeting and will be covered by future Spectacle Pond cell tower lease income.

Purple Loosestrife has taken hold throughout the town. Its removal has become a growing concern.

The most discouraging development of the year was the lack of progress on the restoration of Mill Pond. The US Army Corps of Engineers has held up release of their report on Mill Pond for unspecified reasons. This has derailed the project. We hope that 2006 will see activities resume.

### CLC Members:

Jonathan Folsom, Chairman  
Dan Lord, Conservation Commission  
Charlie Bush, Lake Mattawanakee  
Elliot Putnam, Mill Pond Alternate  
Sarah Foss, Open Space Committee  
Steven Sussman, Mill Pond  
Steve Foss, Board of Health  
Leon Weaver, Spectacle Pond  
Ruddy Ham, Long Lake  
Advisor: Savas Danos, LELWD

## COUNCIL ON AGING

The Littleton Council on Aging is located in the Shattuck Street, Municipal Building, second floor, Room 231. Office hours are 9:00 a.m.-3:00 p.m., Monday through Friday, except for legal holidays. A monthly Senior Broadcaster is mailed to anyone 60 or over. If you do not receive one and would like to be on our mailing list, please call the office @ 978-952-2362. Tune in on Channel 8 for Senior news and what is happening.

Blood pressure clinics are given in the multipurpose room the 1<sup>st</sup> Thursday of the month and 2<sup>nd</sup> Thursday of the month in the great room next to the DINER, and the 4<sup>th</sup> Thursday of the month rotating each month at either Pine Tree Park Apartments or Mill Pond Apartments taken by Nashoba Nursing. Please check the COA for exact time and place. The Littleton Fire Department is also available to take your blood pressure and the COA Office also has a digital blood pressure monitor available to for your use during regular office hours. Nashoba Nursing was able to administer flu shots to persons over 65 years of age and those with chronic illnesses, such as asthmas or diabetes.

The Council on Aging also addresses the social and recreational needs of our seniors. A watercolor class was awarded a Littleton Arts Cultural Grant to help supplement program costs. Craft classes, exercise, line dancing, games, scrabble, mahjongg, informational seminars and trips of interest. Programs are greatly enhanced by the efforts of many local groups and we also encourage people from other towns to join us. On the third Wednesday of the month from 8:00 a.m. to 9:00 a.m. a men's full course breakfast is served. Come join us at the Diner for great company and conversation. Donations from the Unitarian Church, students from Shaker Lane, Cindy Lee Gee, Donelan's, Volunteer Insurance, Prudential, Concord & Littleton Lumber, Nashoba Valley Aluminum and Cowley Associates contributed towards our Veteran's Luncheon and program materials and equipment. We were able to serve 100 Veterans and their guest to a catered turkey dinner. 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.

The Senior Tax program provides volunteer services to the town, in exchange for a reduction on their property tax. Every effort shall be made by the COA to place the volunteer according to their ability and the departments needs. Last year we had 78 slots to place. The sign up period for this program is June 1<sup>st</sup>-June 30<sup>th</sup>.

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

A licensed social worker provides needs assessment and referrals to appropriate services for elders. Volunteers offer companionship, limited transportation, grocery shopping and prescription pick up. Fuel assistance and food stamp application for all ages can be filed in this office. An intergenerational program between Shaker Lane, the Russell Street School and the COA provides birthday wishes for those 80 years and older with cards created by their students. Wonderful Christmas baskets for needy seniors were put together and purchased by the Shaker Lane and Russell Street students and with the help from our Outreach Worker, they were distributed to the seniors. The Department of Elder Affairs awarded Littleton a Formula Grant of \$7490 that supplements our Outreach Worker's salary.

A meal site is provided on the lower level @ 33 Shattuck Street, recently redecorated and converted to the "Diner", along with the newly renovated Great Room, formally call the Multipurpose Room and the "Courtyard". Many thanks to all the volunteers that made our makeovers possible. Hot lunches are served Monday through Friday, with many monthly specials. Every month we have a birthday lunch that Minuteman Senior Services provides to the birthday person and the COA provides the

## Town of Littleton

birthday cake. All you have to do is call the Diner for a reservation!!! Gayle Dalton, along with volunteers package prepared meals to be delivered to shut-ins. A group of dedicated drivers deliver these meals to the homebound. Please call the COA if you could spare a day or two a month to drive. These meals are provided by Minuteman Senior Services five days a week, except on holidays. The doors to the Diner open @ 9:00 a.m. so you can have a cup of coffee, play cards, puzzles or just socialize. Please call the Diner @ 978-952-2757 a day a head for a reservation.

Sadly, Curt Herrmann, owner of Littleton Limo passed away last fall. Curt was wonderful in filling the needs of the Senior Citizens. He never said no to anyone and shall be missed. The COA wishes to thank the Selectmen for obtaining a MART van for our use and not cause any breaks in service for our Seniors. Also a big THANKS to Colonial Chevrolet for a beautiful 12 passenger van. The MART VAN and the COA VAN is used for medical appointments first, shopping and errands. Please call the COA for a reservation two business days ahead.

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 needed. All proceeds from the thrift shop are used for programs at the COA. We are open five days a week from 10:00

a.m. –3:00 p.m. The Friends had their first annual Holiday Craft Fair in the Great Room, Thrift Shop and in room 233. Look for the next one in the fall!

The Council is grateful for the support we receive from the Town and the many volunteers who support us and participate in activities. Our senior population is growing and we hope to serve you better and better in the years to come. I wish to thank all our volunteers who make our work possible. We regret the loss, this past year of our Vice Chairman and good friend, Bernie Araujo. Bernie served on the COA Board for many years and is missed.

Respectfully Submitted:

Carolyn Sloboda, Director

### **Littleton Council on Aging Board members:**

Howard Russell, Chairman,  
Barbara McRae, Secretary,  
Natalie Hollowell, Treasurer,  
Norman Berry,  
Barbara Brine,  
Mary Catalanotto,  
Louise Curley,  
Barbara Kamb,  
Mary Kaye,  
George Sanders,  
Mary Dugan.

## CONSERVATION COMMISSION

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

This year there have been approximately 30 filings, large and small. The commissioners have worked with the Town Highway Department, Mass. R.R., and Littleton Electric Dpt. Two subdivisions (Charles Ridge, off Beaver Brook Rd. and Village on the Common) have been approved although only the first has begun construction.

Commercial projects for the past year include property at Chase Cider Mill, Russell St., Orchard Square at the common on Great Rd, the Stoneyard off Spectacle Pond Rd, and Triumph Leasing off Ayer Rd.

Many private homeowners have been before the commission to obtain permits for septic system replacement or improvement. The commission continues to be aware that residents need to keep their property in proper septic condition and to avoid septic failure.

The Land Management Stewards have continued to care for our conservation lands. These properties have been acquired through out the years and the maintenance projects expand. The stewards perform routine clean up, spray poison ivy, mow fields and give public tours of certain properties. The areas include Mill Hill, Newtown Hill, Long Lake Park, Oak Hill, Nagog Hill Orchard, Mary Shepherd Open Space, Bumblebee Park, and Hartwell Family Memorial Preserve.

The commission holds several parcels of land under 'Conservation Restriction' including land at Prouty Wood and Quarry Easement off Oak Hill Rd.

Respectfully,

Barbara Chapin, Conservation Agent, 978-486-9537

### **Littleton Conservation Commission**

James Pickard, Chairman  
Ian Gunn, Vice Chairman  
Sarah Seaward  
Peter Tierney  
Dan Lord  
Frank Matheson  
Carl Melberg

## 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.**

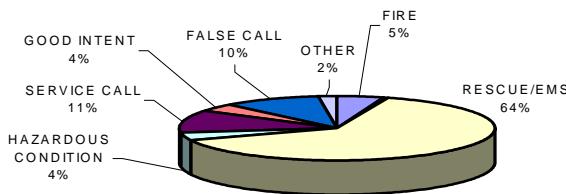
### EMERGENCY SERVICES

Firefighters and EMT's started out last year thinking we were being kept busier than ever, however this turned out to be short-lived since we responded to a total of 1249 calls in calendar year 2005. This was 11% under the year 2004 going back to the 2003 volumes. This is a very common trend in emergency services. The department was being run by an interim (previously retired) chief and the call-officer cadre that performed admirably. I would like to thank all the members of the department for their dedication during these difficult times. Never was there a hesitation in responding to calls or even when volunteers were needed to help out with non-emergency tasks. This department's success had been achieved through community spirit, interdepartmental teamwork and a general sense of cooperation. This community has one of the strongest combination forces in the area. As times change the department will continue to need strong community support as we adjust staffing patterns to provide the timeliest efficient service available. The list of names of those who have helped over the past year would be too long to publish, but please accept our gratitude for your support.

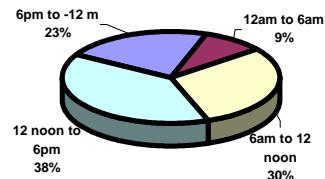
### EMERGENCY RESPONSE STATISTICS

Fire/Explosion	
Reported structure fires	6
Brush fires	22
Chimney fires	5
Vehicle fires	16
Overpressure/rupture	15
Emergency medical and rescue	
Medical emergency	617
MVA with injury	127
Hazardous condition	
Flammable liquid spills	15
Electrical	19
Carbon monoxide, Other	18
Service Calls	
Emergency water condition	64
Lockout	29
Other services	57
Good intent calls	51
Alarm Investigations, false alarm	132
Other calls	26

*2005 FD Types of Response  
Total Emergency runs 1244*



*2005 Emergency Responses By Time Of Day*



#### Breakdown of responses by time of day:

The time of day in which emergency calls were received have not changed significantly over the past 4 years. 68% of all emergency calls were handled between 6 a.m. and 6 p.m., which is also the time of routine inspections and drills not included in this chart.

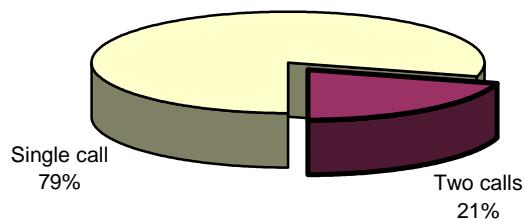
*Emergency services are provided through a combination of on-call, career and volunteer firefighters, EMT's and specialists. The fire station is staffed with personnel for an initial response from 7am to 6pm during weekdays and 8am to 4pm on weekends. On-call firefighters and EMT's provide emergency response coverage at all other times. The station is not staffed during these times.*

### **Unit/Apparatus Deployment**

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

Primary ambulance	721
Second ambulance	208
Paramedic Team Response	328
Mutual aid from adjacent towns	59

#### **2005 Emergency Service Calls While Another call was Already in Progress**



844 of the ambulance responses were for actually medical emergencies. The remaining volume was for standard response to potential building fires, gas leaks and other incidents with a high potential for needing an ambulance.

Fire and rescue apparatus deployment. Fire and rescue situations often require multiple pieces of equipment to respond to an incident; the aggregate response was as follows:

Engine/Pumper	532
Engine/Rescue/Pumper	178
Ladder	35
All other department apparatus	302
Mutual aid into Littleton - Fire	20

The department responded to 151 calls while units were already involved at other incidents. This relates to 21% of the time multiple incidents are occurring in the town.

### **FIRE SAFETY, INSPECTIONAL AND PUBLIC EDUCATION SERVICES**

The department had another busy year with fire safety inspections, code enforcement, and pre-incident survey/plans, conducting 215 total inspections and 30 fire drills

The department also made dozens of site visits for the purposes of assisting businesses and schools in the development of crisis response and preparedness planning.

Public CPR programs were provided to other departments or businesses 8 times

### **PERMITS AND FEE SCHEDULE:**

Home smoke detector and oil burner inspections are performed on Tuesday and Thursday of each week and can usually be scheduled within 48 hours of calling the station at 978 952-2302. Each time a home is refinanced or sold, smoke detector inspections are required before the closing can occur. Please remember to plan ahead for an inspection. Oil burner technicians are required to have a permit to replace burners, oil tanks or do other major oil heating system work. Persons considering this type of work should insist that the repairs are conducted with permits in place.

In 2005 435 open-air burning permits were issued. Burning season is January 15<sup>th</sup> through May 1<sup>st</sup> of each year. Brush permits are available at the station beginning the first of January. Burning hours are between 10AM and 4PM.

Fire Department Permits are required for:

Smoke/Carbon Monoxide (as of March '06)	
Detector Inspection	\$15
Oil Burner Inspection	\$25
Brush Permits	\$10
Propane storage	\$25
Blasting	\$25
Bonfires and the burning of Christmas trees	\$15
Cutting and welding	\$15
Fire protection systems – <i>installation and repair</i>	\$15
Fireworks	\$15
Flammable and combustible liquids – <i>storage</i>	\$15
Fuel transfer operations	\$15
Tank vehicles and transportation of combustible liquids	\$15
Salamanders – <i>used as temporary heating</i>	\$15
Underground storage tank removal	\$30

## 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, trimming and planting, 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; Patricia Pearce, Administrative Assistant; Daniel Tebbets, General Foreman; James DeVogel, Highway Working Foreman; Patrick Goddard, Park Working Foreman; Stanley Walker, John Malloy, Michael Hayes, Barry Nawoichik, and Dane Ball, 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 engineer). I wish to thank all the Highway employees for their outstanding performance throughout the year.

### 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 and traffic control devices; painting street lines, parking lot lines and crosswalks and 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 2567 tons (Increase of 8 tons) of municipal solid waste for disposal at Covanta

Energy in Haverhill, MA at a rate of \$73.50 per ton (Last years rate was \$55.30 per ton). With your help the Town also recycled 1525 tons of general materials.

### *Road Reconstruction:*

The following road reconstruction project was undertaken in 2005:

Harwood Avenue: (Foster Street to Tahattawan Road) 800 feet of drainage was installed near the intersection of Tahattawan Road which included; 8 catch basins, 4 drain manholes and 3 steel cross-culverts were replaced with reinforced concrete pipe. Approximately 4600 linear feet in length of roadway was reclaimed, graded and paved. The last 1000-foot section where the drainage was installed will have the final course of paving installed in the spring of 2006 to complete the job.

Aggregate Industries of Littleton, MA performed this year's road reconstruction work under a one-year contract with the Highway Department.

### *Newly Accepted Public Ways:*

Farmstead Way, off King Street  
Village Lane, off King Street  
Bumble Bee Lane, off Harwood Avenue

### *Consultant Work:*

Guertin Elkerton & Associates, Inc. from Stoneham has completed 100% design plans for the Goldsmith Street reconstruction. The 100% plans have been submitted to Mass Highway Department for review. Comments received back from Mass Highway are being evaluated and addressed by the Guertin Elkerton & Associates. The project is moving ever so slowly in the right direction.

### *Private Ways:*

Under the Town's snowplowing policy, approximately 31 petitions were received, evaluated and approved for 2005/2006 snow and ice removal services.

### *Equipment Replacement:*

The Highway Department received a new John Deere 410 G backhoe approved in the FY-04 budget.

Respectfully Submitted

James E. Clyde,  
Operations Manager

## HISTORICAL COMMISSION

The Commission continues to present a “Patriots Day” celebration at the Liberty Square Common each April 19<sup>th</sup>. A laying of the wreaths ceremony and recognition of early Town residents during the Revolutionary War. The Commission chairman delivers a short talk on Town history and usually a Town Selectman will also give a short talk. The evening is closed out with the playing of taps by a local bugler.

The placing of wooden signs on historically significant property continues with this years signs being placed on the “Timothy Smith” house, The Littleton Depot, The Gatekeepers Shanty and the Marion Fitch House.

Budget restraints kept the Commission from hiring the professional conservators that usually supervise the annual “Old Burying Ground” workshop. The workshop was not held this year. The first year since 1991.

No demolition delay applications were presented to the Commission this year.

An Archivist was hired to sort and file all past Commission records. This was accomplished during the year and the files are now temporarily

stored in the cemetery building. The information can also be found on the Library of Congress Web page.

The Town Historical Commission website has been updated this year. It is an ongoing project at the moment.

The Commission met with Selectmen in November to encourage their appointment of a Historic District Commission. Their response was very positive and well received.

The Historical Commission meets every second Thursday night at 7:00PM

Respectfully,

**Littleton Historical Commission**

Charles Howe, Chairman  
Walter Higgins, Vice-chair/Treas  
John Bowers, Secretary  
Pamela Campbell  
Walter Crowell  
Ronald Goddard  
Donna White

## LITTLETON EMERGENCY MANAGEMENT AGENCY

### *MISSION*

The Littleton Emergency Management Agency (LEMA) plays a key role in planning for any eventuality requiring a large-scale coordinated emergency response. Working closely with Littleton Fire, Police and all other Town Departments, LEMA also collaborates with the Nashoba Valley Board of Health, Massachusetts Emergency Management Agency (MEMA) Region I, North Middlesex Area Emergency Planning Committee (NMAEPC) and the Northeast Homeland Security Regional Advisory Council (NERAC) to accomplish the following goals:

- Develop plans for effective response to all hazards, disasters or threats
- Assist in training emergency responders
- Provide information to citizens
- Assist the community to prepare for, respond to and recover from emergencies both natural and man-made
- Seek and obtain alternate funding sources through State and Federal Grants

### *ACCOMPLISHMENTS*

During 2005, LEMA continued participation in the NMAEPC which integrates the collaborative emergency planning efforts of neighboring communities on a regional basis. LEMA also has teamed up with NERAC which includes 85 communities in Northeast Massachusetts for the coordination of inter-agency resource sharing and contingency planning on the State level. Through this relationship, LEMA is providing educational information to the Littleton community on the meaning of Homeland Security Alert Levels and the importance of individual emergency preparedness through the ***“Security in Knowledge”*** Campaign which encourages all citizens to **Be Informed, Be Prepared, and Be Safe**. Elements of this campaign include public service announcements being aired on local Cable Access television and a new **Preparedness Page** which can be found on the Littleton Fire Department website at [littletonfire.org](http://littletonfire.org).

In the past year, Littleton’s Comprehensive Emergency Management Plan has undergone significant changes: It has now been integrated into the larger Regional and State Emergency Plans and is also available on-line through the

MEMA website for instant secured access by all authorized Town officials including emergency responders and command staff.

During this period, LEMA was also actively engaged in submitting financial grant proposals on both the Federal and State levels to improve emergency responder and citizen safety. This agency collaborated closely with the Fire Department in engaging the Federal Fire Act and Fire Prevention Grant Application processes, resulting in a grant award to support fire prevention efforts in the community. A separate Homeland Security Grant was awarded on the State level to provide improved personal protective clothing to Emergency Medical Technicians who may respond to all hazards. Additionally, LEMA managed the administration of approximately \$100,000 in combined Federal and State grant funds previously awarded to purchase and implement a new public safety communications infrastructure.

LEMA also continues to support key Homeland Security initiatives including the maintenance of Radiological Detection Sets supplied by MEMA which are deployed on Fire Department apparatus first-due to motor vehicle or medical incidents indicating the possible involvement of radioactive materials. Training was provided to all Fire Department personnel regarding the operation of this equipment.

We welcome any citizen who may be interesting in volunteering their time and expertise. LEMA plays an important role in the reduction of risk to life and property during major weather emergencies, significant hazardous materials incidents or homeland security-related events. Volunteers are needed to assist in staffing shelters, providing shelter-based medical care, aiding in transportation of persons during emergency evacuations or serving as Federally-licensed amateur radio operators for Amateur Radio Emergency Services (ARES) or Radio Amateur Civil Emergency Services (RACES).

Littleton Emergency Management can be reached by telephone at Fire Headquarters (978) 952-2302.

Richard Landers, Director  
Jeffrey Patterson, Deputy Director

## INFORMATION TECHNOLOGY

### MISSION

The IT Department, consisting of the IT Manager, a full time systems analyst and a part time technician, supports the technology needs of 18 town departments at 5 separate locations, under the general supervision of the Littleton Electric Light Department.

### CURRENT PROJECTS

Over the past year, IT staff responded to over 700 help desk requests. Eighteen percent of the requests were for help with the current Financial System, which has been in place since 1994. This VMS Alpha system will be phased out over the next three years and replaced with a Windows server and more user friendly, GUI software.

Also completed this year were the Title V and Water Map scanning projects. Employing participants in the senior work off program, all of the hand drawn water service maps were scanned for electronic storage and retrieval, safeguarding an irreplaceable resource. The Title V project is ongoing, using High School students performing community service, and allows for rapid retrieval of Title V reports using a kiosk on the counter in the Board of Health office.

A number of systems were upgraded with OS and memory improvements and several custom Microsoft Access applications were developed for different departments, including:

- Assessors Deeds
- Town Clerk Census Reports
- CoA Rides Program

### 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. We have yet to fully exploit the WAN but have succeeded in sharing

data in a number of applications, notably the automated TrackIt system that allows users to open and track support request tickets and search the database of past problems for solutions to their current problems. The IT staff relies on this database for tracking both help desk tasks and inventory.

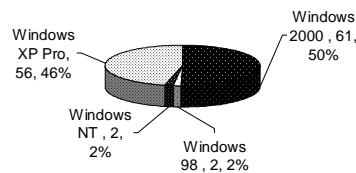


Figure 1 – Workstations by Operating System

The town now operates with 121 workstations and nine Windows servers. The class and operating system charts represent the current percentages, showing where the town is in terms of the age of the systems and how up-to-date the operating systems are.

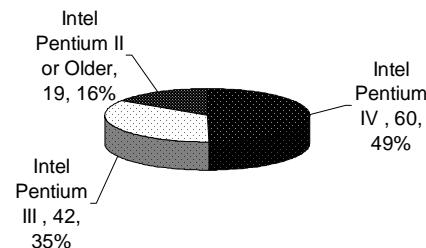


Figure 2 – Workstations by Age/Class

The nominal replacement rate for systems is 20% each year; we have fallen below that, to about 14%, due to budget constraints.

Respectfully Submitted,

*Alan Brown,  
Information Technology Manager*

## REUBEN HOAR LIBRARY

### *How Littleton Compares*

Often the library report has compared the recently completed year to previous years or shown the value of library services to townspeople, but this year you will see how the Reuben Hoar Library compares to libraries in Bedford, Groton, Harvard, Hopkinton, Ipswich, Lancaster, Medfield, Millis, North Reading, Pepperell, Tyngsboro, West Boylston and Westborough, towns the Littleton Selectmen and Finance Committee often use for comparison. The population ranges from over 18,000 in Westborough down to about 6,000 in Harvard, with an average population of 11,000 residents. Littleton with approximately 8,500 people is 23% smaller than average.

### **CIRCULATION:**

Librarians define circulation as the number of items borrowed from the library. Each item circulated is checked out, checked in and re-shelved, so there are at least three processes for each item borrowed. In fiscal year 2005 159,582 items, or 18.64 items per person, were borrowed from the Reuben Hoar Library. Littleton exceeded the actual circulation of comparative towns by 9.5% and the per person circulation by just over 40%. The library has the average amount of staff time, but the circulation per staff member exceeds the average by more than 10%. The circulation for each hour the library is open is 21% greater than the average for comparable libraries. One of the benefits of belonging to the Merrimack Valley Library Consortium is the ability to borrow easily and efficiently from other libraries. In fiscal 2005 other libraries provided 13,115 items for Littleton borrowers, 46% more than the average in libraries we are using for comparison. The above figures do not take into account reference books, historical room materials or magazines used in the library. Littleton residents are taking advantage of their library services.

### **COLLECTION:**

If there are no books, DVDs, audio books, magazines and such to borrow, library services fail townspeople. The Reuben Hoar Library has 15% more items than the average at comparable libraries and nearly 45% more items per person

than average. Turnover is a measure of how much the materials are used. High turnover may mean that a library should be purchasing more items so that more choices will be available to borrowers or it may mean that the staff has chosen very wisely. Low turnover may mean that the library owns a lot of books that no one cares to borrow. Littleton's turnover is just about average for comparable libraries at 1.99, a figure calculated by dividing the total circulation (159,582) by the number of items owned (80,426).

### **SERVICES:**

The library sponsored 199 programs for adults, teens and children, 6.4% more than the average in other towns. The 7,335 people attending exceeded the average attendance in the thirteen comparable towns by 92.2%. Meeting rooms were busy with 554 uses, 77% above the average. The library staff supervises 27% more area than in the average comparable library. We don't have figures for reference questions answered, Internet uses, and recommendations of books to read from the other libraries yet. We do know that Littleton staff members answered an estimated 2,500 reference questions, recorded approximately 4,500 Internet uses, and made countless formal and informal recommendations to readers. Close to 53,000 visits were made to the library.

### **DONORS:**

During fiscal 2005 the library received \$5,835 in gifts. Donors included the estate of Jack Kimball, Virginia & Harry Sprong, Catherine & Edward Smith, Mary & William Crory, Jim & Carole Williams, Joe Cormier, Phillip Dee, Dwight Palmer, the family of Edgar Romilly, Brett & Katharine Bonner, Steve Zippin, Wendy & Steve McDougall, Sherrill Gould, Edward & Monica Lewis, Robert & Susan Tordella-Williams, the Shaker Lane Sunshine Club and that famous donor "Anonymous". We are most appreciative of their generosity that made possible purchases that the library could otherwise not have afforded.

**VOLUNTEERS:**

Our average of 12 hours per week from volunteer services was 25% less than comparable libraries in fiscal 2005. We are most grateful for the services of:

Bethany Beauregard,  
Rob Crory,  
Phyllis Curcuru,  
Fernando DeLuca,  
Samantha Dempsey,  
Mary Lee Donovan,  
Andrew Harrington,  
Matt Lynch,  
Ben McPherson,  
Bob and Lois Meier,  
Marsha Russell,  
Amy Oldenquist,  
Gretchen Scheminger,  
Angell Shi,  
Stacy Sullivan,  
Jennifer Tierney,  
Sarah Toporoff,  
Shannon Veilleux, and  
Bernadette Zabiarek,

all of whom worked between July 1, 2004 and June 30, 2005. Many of these helpers are continuing in fiscal 2006.

**STAFF:**

The library staff works a total of 322 hours per week, 10% less than the average in comparable libraries. Serving townspeople in fiscal 2005 were:

Library Director: Marnie Oakes  
Senior Librarians: Gioia Clyde  
Helen Graham  
Diann Haduch  
Linda Schreiber  
Betty Smith  
Senior Library Technicians:  
Andrea Curran  
Jeanne Sill  
Library Technicians:  
Julie Amichetti  
Janice Lazarus  
Anne Pemberton  
Doreen Morse  
Donna White  
Page:  
Margaret Geanisis  
Administrative Assistant:  
Kathy Coughlin

**TRUSTEES:**

	Term		Term		Term
	Expires		Expires		Expires
Dorothy Sussman	2006	Marcia Marcantonio, Chair	2007	James Carozza	2008
Cheryl Hardy-Faraci	2006	Barbara Chapin, Secretary	2007	Ray Grande	2008

## BOARD OF ELECTRIC LIGHT COMMISSIONERS

The Board of Electric Light Commissioners is pleased to present the annual report of the Electric Light Department for the calendar year 2005.

Through sound practice and strategic planning, the department continues to advance its tradition as a progressive public utility committed to quality, value and service. As the stewards of your system, we consistently strive to retain our status as the region's low cost provider for residential customers, while offering superior customer service and great value to the community.

Despite record high natural gas prices and a power supply market that rose throughout the year, our residential rates remain among the lowest in the state, substantially below those of investor-owned systems. According to data gathered by the Massachusetts Municipal Wholesale Electric Company (MMWEC), over the past year LELED has averaged among the tenth lowest rates in the 750 kilowatt hour use category. By the end of the year, a typical 750 kWh bill in Littleton or Boxborough was \$93.43. For purposes of comparison, customers of National Grid living in Ayer paid \$119.41, while customers of NStar living in Acton paid \$156.63 for the same usage. So while the market has not been kind to anyone, we have managed to hold the line as best we can. Going forward, we hope that more favorable power prices allow us to adjust our costs downward and pass along the savings to our customers.

The department continues to focus on ways to enhance customer service. Our upgraded billing system allows us to update and track account information more efficiently. We also continue to offer a direct payment option for the convenience of our customers. And for the fourth consecutive year, we offered a rebate program that credits customers \$50 on the purchase of Energy Star® labeled appliances.

In addition to these services, we provide annual financial and in-kind contributions in excess of \$800,000 to the town. Among the many programs and initiatives we support are 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. And since taking over the management of the town's information technology department, we have helped the town realize a significant annual savings.

On the operations front, we continued to make steady progress on a new circuit from Great Road into Boxborough, which will improve reliability and capacity in that area of our service territory. We also began a streetlight conversion program to achieve the best illumination at the lowest operating cost. Since annual town meeting cut the streetlight budget by 75 percent, we were faced with the potential of shutting off all but a minimum of lights at critical intersections. Instead we opted to investigate more energy efficient bulbs for the entire system. After a public trial to determine customer's preference on style and candlepower, we are set to move forward with the conversion program.

In light of the extraordinary fuel costs we witnessed throughout the year, the department adopted a four-day, ten-hour work week in an effort to conserve energy and promote conservation. Begun at the end of November, the program will run for a four month trial period, during which time an internal review committee will report on the program's status, with a particular focus on cost savings, customer service and productivity.

As an organization, LELED has always prided itself on being a progressive utility, using the latest tools and technologies to offer outstanding value for our services. We believe that this program puts us in the vanguard of the industry and underscores our creative character. We also hope that this conservation program may inspire other organizations, public and private, to consider the compressed work week as a means of saving energy.

We recognize and respect 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](http://www.lelwd.com).

Respectfully submitted,

**Board of Electric Light Commissioners**

Craig Gruskowski, Chair

Bruce Trumbull, Vice-Chair

Joseph A. Cataldo, Jr., Secretary/Clerk

Thomas Rauker, Member

Joseph McCumber, Member

## LITTLETON ELECTRIC LIGHT DEPARTMENT

BALANCE SHEET 12/31/2005

Preliminary / Unaudited

ASSETS		LIABILITIES AND SURPLUS	
Utility Plant		Surplus	
Total Electric Steam Production	0.00	Unappropriated Surplus	26,707,621.76
Total Electric Transmission Plant	14,706.95	Direct Charge to Surplus	0.00
Total Electric Distribution Plant	17,358,047.17		
Total Electric General Plant	9,982,712.68		
	27,355,466.80	TOTAL SURPLUS	26,707,621.76
Accum. Depreciation Steam Plant	0.00	LONG TERM LIABILITIES	
Accum. Depreciation Transmission Plant	-10,444.55	Bonds Payable	1,690,000.00
Accum. Depreciation Distribution Plant	-6,651,464.06	Capital Lease Payable Noncurrent	0.00
Accum. Depreciation General Plant	-3,566,653.39	Power Security Deposits	839,398.75
TOTAL DEPRECIATION	-10,228,562.00	TOTAL LONG TERM LIABILITIES	2,529,398.75
NET ELECTRIC PLANT	17,126,904.80	CURRENT AND ACCRUED LIABILITIES	
Construction In Process	68,276.22	Accounts Payable	2,487,931.04
Fund Accounts		Capital Lease Current	13,602.99
Depreciation	2,423,726.96	Miscellaneous Accrued Liabilities	61,516.54
Construction	2,216,525.04	TOTAL CURRENT & ACCRUED LIABILITIES	2,563,050.57
Rate Stabilization	716,472.98	Reserve for Uncollectible Accounts	20,000.00
Select Stabilization	7,596,782.85	Select Power Buy-out	7,143,000.00
PGET Escrow Fund	839,398.75	Contribution Aid of Construction	84,283.19
Operating Cash	0.00	TOTAL LIABILITIES	7,247,283.19
Computer Fund	0.00	TOTAL LIABILITIES/SURPLUS	\$39,047,354.27
Operations Fund	1,000.00		
TOTAL FUND ACCOUNTS	13,793,906.58		
CURRENT AND ACCRUED ASSETS			
Accounts Receivable Rates	2,314,915.26		
Accounts Receivable Jobbings	9,757.83		
Accounts Receivable Liens	0.00		
Accounts Receivable Other	2,620.92		
Inventories	607,029.92		
Prepayments	2,771,340.02		
Deferred Expenses	16,700.06		
LEnergia Buyout	2,230,598.35		
Pilgrim Buyout	100,896.74		
Capital Lease Interest	4,407.57		
TOTAL CURRENT & ACCRUED ASSETS	8,058,266.67		
TOTAL ASSETS	\$39,047,354.27		

## PARK AND RECREATION COMMISSION

The Park and Recreation Commission is made up of five residents elected by the town voters. The Commission is a policy-making board responsible to the town for providing year-round high quality indoor and outdoor recreation activities for children and adults. The goal of the Commission is to deliver programs that are cultural, social, and physical based and which are presented at well-maintained parks and facilities. 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 full participation in any Littleton Recreation program. The Park and Recreation meetings are held on the second Monday of each month, unless otherwise posted. The meetings are open to the public and are posted at Town Hall. Park and Recreation is located at the Town Hall Shattuck Street Building. Please consult the website at [www.littletonrec.com](http://www.littletonrec.com) for office hours.

The year 2005 was another progressive year of programming and services at Park and Recreation. We increased summer programs at Long Lake, including the sailing and swim lesson programs. Both the soccer and baseball leagues automated their registration process so that participants could

conveniently register online. In addition, Park and Recreation expanded online services to include registrations via internet for most programs.

Our goals for the year ahead include construction of a boat house at Long Lake and a rental area for recreational boating at Long Lake. In addition, we are creating a concession stand for the swim area to serve the patrons of the lake. We will continue the past goals of increasing program offerings and maintenance of the website. We look forward to a progressive year filled with exciting new programs and increased enrollment from Littleton and the area communities.

We would like to take this opportunity to express our gratitude to all the volunteers, board members, coaches, assistants and others who have given their time and energy to help us deliver quality programs to the youth and adults of Littleton. We could not provide the service to the community without your help.

Respectfully submitted,

Brian Richter, Chairman  
Gregg Champney, Vice Chair  
Fred Freund  
Geralyn Miller  
Jim Ray

## PERMANENT MUNICIPAL BUILDING COMMITTEE

### *PROJECTS*

The PMBC, consisting of seven members appointed by the Board of Selectmen, is charged with managing construction of major infrastructure projects for the Town. Recent projects include:

Police Station design (2003)  
Littleton High School (\$23,000,000 -- 2001)  
Russell Street School new roof (\$500,000 -- 2003)  
Middle School, Russell Street School & Town Office sewerage (\$ 1,400,000 -- 2005)  
Littleton Middle School (\$ 17,800,000 under construction 2005-2007)

#### *Sewer System*

The sewer system has been constructed to collect sewage from the Middle School, Russell Street School & Town Office and pump it via a force main into the Littleton High School's wastewater treatment plant. This system was installed to replace the three failed or aging subsurface disposal systems and was less costly than upgrading these systems in accordance with current Title V environmental regulations. Connection of these buildings into the LHS system was permitted after an evaluation revealed that there was unused capacity available in the treatment plant.

The construction was by R H White Co, Inc and required about six months. The system was placed into operation in December 2004. Dore & Whittier assisted by Ross Associates were the project designers and construction managers.

#### *LITTLETON MIDDLE SCHOOL*

The new LMS construction had been delayed one year because of funding constraints and with the reauthorization in March 2005 the project was released for bidding under the revised design and new regulations of the Massachusetts School Building Authority (MSBA). These regulations require that an Owners Project Manager (OPM) be retained to monitor and administer the project taking over duties previously provided by the architect, Dore & Whittier. Using qualification based selection procedures the PMBC received about 20 qualification statements, interviewed four

firms and selected Daedalus Inc. of Boston to serve as the OPM.

In June 2005 bids were received for general construction and the low bidder, Castagna Corp., was awarded the contract. Work commenced shortly thereafter and is expected to be sufficiently completed to allow occupancy in December 2006. Completion, including razing the existing building and landscaping is scheduled for spring 2007. The project budget, including design, construction, furnishings and equipment is \$17,800,000.

Under the newly enacted school grant program, the MSBA will pay \$8,700,000 of the costs, while the Town will pay \$9,100,000 over the bonding period. During construction monthly progress payments will be received from the MSBA thereby eliminating the need for the Town to provide the interim financing.

#### *WILLIAM FARNSWORTH*

The PMBC thanks William Farnsworth for his many years of service on the Committee. Bill's dedication and experience has aided the Town greatly in bringing important projects from concept through completion. His varied experience in construction, building code compliance and safety is missed by this committee.

The PMBC is seeking a citizen to fill the vacancy as a result of Bill's retirement. Please let any member know of your interest.

Respectively submitted:

Permanent Municipal Building Committee

Richard Crowley, Chair  
Joseph Collentro, Vice Chair  
Elaine Braun- Keller, Member  
Michael Coole, Member  
Mark Mizzoni, Member  
Warren Terrell, Member

## PLANNING BOARD

The Planning Board held 27 meetings during the year, including one joint meeting with the Board of Selectmen regarding the Over 55 Development Bylaw on May 25.

Residential development continues at a moderately slow pace. This year, there was one new Subdivision application, with Reed Meadow, a 6-new-lot Open Space Subdivision gaining approval, adding 4.4 acres of Open Space connecting Harvard Road to the Oak Hill conservation area. A total of 12 ANR plans (Approval Not Required under the Subdivision Control Law) were approved, creating a total of 7 new residential lots. Residential growth continues at a slow pace, with construction of subdivisions previously approved and through the creation of lots through the ANR process.

New zoning bylaws approved at the Fall Special Town Meeting included the new “Over 55 Residential Development” Bylaw that allows for increased density for residential developments constructed for those over the age of 55, within certain parameters.

Construction of infrastructure for numerous subdivisions continued in 2005, with Mary Shepherd Way, Richard Way, Nancy’s Way, Highland Farms, Gray Farm Road, Whitetail Way, and Apple D’Or Subdivisions all at various stages of construction. In 2005, the Town accepted Bumblebee Lane, Farmstead Way, and Village Lane, signaling the completion of the Planning Board oversight of the construction process for these streets.

In 2005, the Board continued reviewing and ultimately approved development of the proposed “Orchard Square” project on Great Road, with an automobile dealership, retail space, small restaurant, and possible bank. Numerous other non-residential sites were reviewed by the Board, with Site Plans and Special Permits issued for:

- Bay State Waterworks expansion at 96 Taylor Street
- Concord Oil site rehab at 25 King Street
- Erickson’s Stove Shop warehouse at 2 Taylor Street
- building for Triumph Leasing at 194 Ayer Road
- Advantage Automobile expansion at 677/679 Great Road
- divide the prior approvals for the 151 and 153 Taylor Street buildings
- additional parking for new owner Bulfinch Properties at 151 Taylor Street

- modify approvals for The Nordblom Companies at 245 Foster Street to allow construction of the private commuter parking lot
- extend the time frame for Cisco to construct the buildings proposed at the intersection of Route 119 and 495
- extend the time frame for The Gutierrez Companies to construct the buildings proposed at the intersection of Taylor Street and Foster Street; and
- modify a Telecommunications installation at the Cedar Hill water tank.

The Board members review plans submitted to ensure the proposed developments are in accordance with the bylaws and regulations of the Town. Many other Boards and Departments provide input to this review process and the Board relies on various consultants to assist in technical review of certain projects. Informal discussions are scheduled with potential commercial and residential developers on a regular basis to open communication avenues between the Town and project proponents.

This past year also provided the opportunity for the Board to provide an increase in coverage for the Planning Board office by promoting the “Planning Board Coordinator” Maren Toohill to the title of “Town Planner/Permit Coordinator” and adding a few hours of new office administrative assistance. The Board looks forward to further defining the new role of the expanded workload.

The Planning Board office is now open Monday, Tuesday, Thursday, and Friday from 9:00 a.m. to 3:00 p.m. Planning Board meetings are held the second and fourth Thursdays of each month, unless otherwise posted.

The Board appreciates public attendance at its meetings and encourages citizens to attend and offer their constructive comments. Planning Board meetings are posted in Town Hall, and also for information, on the town Web site, [www.littletonma.org](http://www.littletonma.org). The Board thanks Town officials and members of boards for their cooperation throughout the year. Please feel free to call the Planning Board Office at 978/486-9733 or email at [Toohill@littletonma.org](mailto:Toohill@littletonma.org) with any questions.

Respectfully Submitted,

Mark Montanari, Chairman  
Steve Wheaton, Vice Chairman

Gregg Champney, Clerk  
Janet LaVigne, Member  
Richard J. Dennis, Jr., Member

## LITTLETON 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.**

The Year 2005 was one of adjustment and adaptation for the Littleton Police Department. Due to the budgetary process, and the mandate of a level funded budget, the Department lost two full-time police officer positions, which resulted in the loss of Officers Peter Breslin and Omar Connor. I would like to thank these fine individuals for the services they provided to our community during the years that they were with us and wish them luck with their new communities of Groton and Ashburnham, respectively. Even with this loss of personnel the men and women of the Littleton Police Department continued to serve the community of Littleton in an exemplary manner. I extend my sincere appreciation to each and every one of them for their professional and capable performance of duty.

Littleton was the victim of its first Bank Robbery on 15 November 2005 when an individual entered the Middlesex Savings Bank and passed a teller a note demanding money. Littleton was the 11<sup>th</sup> community that the robber hit and as a result LPD joined the task force that was put together to catch the perpetrator. Within the month the robber was captured and is now being held pending trial. This is an example of the value of the department's membership in NEMLEC (Northeast Massachusetts Law Enforcement Council) and the mutual aid that takes place within the law enforcement community. Lt. King and the LPD Detectives did a great deal of work on the case and they had a big hand in bringing it to a successful conclusion.

The position of School Resource Officer, occupied by Detective Matt Pinard, continues to occupy the

position of cornerstone in our relationship with the Littleton Public Schools and the Community at large. Det. Pinard has now occupied the grant-funded position for three and a half years and it appears that the program is viewed as a huge success. The fiscal responsibility of the program now rests upon the School District and the Police Department and its continuation is dependent upon the fiscal abilities of the Town. In the event that the position is not funded the Littleton Police Department and Littleton Public Schools will continue their strong relationship with a Memorandum of Understanding in regards to Det. Pinard's assignment as the School Resource Officer and his continued availability to the District.

As we look forward to a new year it is obvious that LPD and all of the various departments will feel more fiscal restrictions. The department is moving forward with a level funded budget, however that necessitates the loss of two more patrol positions. As a result of these anticipated personnel losses the department will be down 25% of its patrol force from fiscal year 2005. Despite these challenges we will move forward with an unwavering commitment to serving you to the best of our ability through creative fiscal, personnel, and equipment management.

Respectfully Submitted,  
John M. Kelly, Chief of Police

Town of Littleton

*In an effort to illustrate our activity in 2005 we offer the following selected statistics:*

<b>Incident Type</b> <i>(Partial List)</i>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>Difference</b>	<b>% Change</b> From previous Year)
Rape	4	4	6	3	2	-1	-33.33%
Assault and Battery	31	37	62	65	56	-9	-13.85%
Break and Entry	18	27	21	46	35	-11	-23.91%
Larceny	75	84	78	102	110	8	7.84%
Motor Vehicle Theft	14	7	6	9	7	-2	-22.22%
Vandalism	65	67	67	61	85	24	39.34%
Weapons Violations	1	2	10	9	7	-2	-22.22%
Drug laws	31	24	62	49	49	0	0.00%
Family Offenses	25	14	11	38	41	3	7.89%
Arrests	175	185	365	259	257	-2	-0.77%
Vehicle Tows	410	414	572	427	347	-80	-18.74%
Disturbances (Gnrl)	91	99	84	93	101	8	8.60%
Family Disturbances	39	53	41	38	54	16	42.11%
Noise Complaint	54	39	32	41	49	8	19.51%
Suspicious Activity	613	643	511	400	430	30	7.50%
Internet Crimes	5	1	0	3	7	4	133.33%
Building Checks	1336	1433	2162	2011	1620	-391	-19.44%
Medical Emergencies	515	579	647	573	541	-32	-5.58%
Burglar Alarms	475	530	533	420	372	-48	-11.43%
MVA Personal Injury	93	61	55	39	45	6	15.38%
MVA Property Damage	191	210	196	232	223	-9	-3.88%
<b>Total Calls(All Types)</b>	<b>11404</b>	<b>12637</b>	<b>15947</b>	<b>12818</b>	<b>10205</b>	<b>-2613</b>	<b>-20.39%</b>
Total Traffic Citations	2335	2415	4742	3385	1317	-2068	-61.09%
Total Citation Fines	\$134,010. \$142,230. \$283,527. \$186,986. \$135,795. \$ (51,191.)						-27.38%

## SCHOOL DEPARTMENT

### *SCHOOL COMMITTEE REPORT*

The School Committee welcomed back Mr. Joe Gaffney, long term School Committee member from 1984 to 2002, who was appointed in the fall to fill the remaining term till May 2006, of Roland Gibson who vacated the position for personal reasons. Shawna Stea was elected to a three-year term in May of 2005 and was welcomed by the board for her term through 2008.

Several projects requiring the attention of the School Committee this year have included: the completion of the School Committee Policy Manual, the monitoring of the district wide Strategic Plan, the oversight of the new Middle School building, and, of course, finances seem to always take a lot of time for the School Committee.

Finally, the School Committee wishes to thank the faculty and support staff 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. A special appreciation goes to the members of the Permanent Municipal Building Committee for all their expertise and hours of labor in overseeing the new Middle School building. 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 – 2007

Nancy Mizzoni, Vice Chair – 2008

Elaine Braun-Keller, Secretary – 2006

Shawna Stea, Member – 2008

Joseph Gaffney, Member - 2006

### *SUPERINTENDENT REPORT*

The Littleton Public Schools continue to improve and evolve thanks to the support of parents and community members. We welcomed Mr. John Buckey as High School Principal this year after having served four years as Assistant Principal and Mr. Kevin Moran as permanent Middle School Principal after one year as the interim principal. Spring 2005 brought support of a debt exclusion override for a new Middle School building to be completed in the winter of 2006-07 and the passage of an operating budget override to fund the FY06 Town Budget. Special thanks go to the PTSA, Littleton Education Fund, Littleton Youth Sports, and the Special Education Parent Advisory Council for their countless hours of support to build spirit within our schools as well as financial support for school programs in this difficult financial environment. I personally wish to commend the members of the Permanent Municipal Building Committee who are overseeing the construction of our new Middle School.

### **LITTLETON PUBLIC SCHOOLS ACCOMPLISHMENTS PER FY03-FY05 STRATEGIC PLAN FOUND AT [WWW.LITTLETONPS.ORG](http://WWW.LITTLETONPS.ORG)**

The first three-year cycle of the Littleton Public Schools Strategic Plan was completed this year. A new three-year plan was adopted in October of 2005 to be in place until 2008. The FY03-FY05 Littleton Public Schools District Improvement Plan had five goals that addressed curriculum, assessment, the need for highly qualified personnel and professional development for better instruction, school climate, and communication with and support from the community. We have developed a District Report Card with several indicators of excellence that we are tracking, using the top ten districts in the state, as measured by MCAS scores, as a benchmark. 100% of our high school students passed both the Math and English/Language Arts MCAS tests by graduation at the same time that 75% were involved in extra-curricular sports and activities.

So often, in our efforts to continuously improve, we feel our dialogue is always about problems. Problems present us with the opportunity to learn

and improve. The following is a partial compilation of accomplishments from our learning throughout the system. I commend each individual, group, and committee for the tremendous work that has gone into helping the Littleton Public Schools grow and improve during the first three year cycle (2002-2005) of the District's Strategic Plan. The accomplishments summarized are from each of our five goal areas.

### **Curriculum**

- Reestablished scheduled high school science lab periods
- Established Gr. 2-8 Jr. Great Books Program
- Developed K-6 Math Improvement Plan
- Began focus on differentiated instruction based on pre-assessments
- Reestablished Youth Health Advisory Council
- Special Needs Task Force developed an Improvement Plan focused on reducing achievement gap between regular and special needs students
- Began virtual HS on-line courses
- Upgraded Gr. 8 Math instruction and textbook
- Added Latin program at MS level
- Expanded HS Advanced Placement offerings to include Studio Art, Art History, Spanish, and Computer Science
- FY04-FY06 Technology Plan
- Curriculum Accommodation Plan for students experiencing difficulties
- Competitive Grants - Youth Health Grant, Bully Grant, and Creative Schools Grant
- K-5 Literacy Committee and pilot of new literacy program
- Development of ESL Materials for use by Volunteers
- Development of K-12 History/Social Science curriculum aligned to the new state Frameworks
- Researched and developed with staff new course sequence in History/Social Science Gr. 8-12
- Published curriculum brochures K-12 for parents and community
- 100% of students passed MCAS – Math and ELA at 10<sup>th</sup> grade

- Summer MCAS camp at Middle and High School
- MCAS item analysis by teachers to improve curriculum and instruction
- Expansion of Senior Projects and independent study options at the High School
- Community Based Learning Grant developed to meet strategic goals
- Math Enrichment Carts developed at Gr. 1-5 to challenge high ability students, provide teachers with differentiated lessons and instill a love of Math in ALL students
- Elimination of Essentials Level courses so that all students at high levels

### **Professional Development**

- Improved Literacy Program Gr. K-5 through classroom coaching model
- Established regular 90 minute Early Release Days focused on collaborative teacher data teams (Professional Learning Communities)
- Provided K-5 targeted Math professional development
- Received grant in partnership with Indian Hill Arts on improving learning in core academic subjects through Arts integration
- Received grant funding for Community Service Learning Professional Development
- Partnership with Intel for Technology Training
- Staff Professional Development Plan
- Professional Development Courses, sanctioned by Fitchburg State College, taught by administration in Curriculum Development, Assessments and Arts Integration
- Chicago Math Workshops/Study Groups for Staff
- Technology Integration Projects and Test Wiz Training for MCAS analysis
- Professional Development for staff to achieve strategic goals, specifically in Writing Across the Curriculum, Social Studies Curriculum Development, Effective Assessments, Improving Mathematics Instruction and Assessment, and Structured Literacy Strategies

- Study Groups for teachers facilitated in Differentiation of Instruction and Using Rubrics and Exemplars to Improve Mathematics Learning
- Building of internal leadership capacity among teachers via training and use of in-district staff to provide professional development for colleagues
  - Administrative Team Book Study Group to improve effectiveness and knowledge
  - Administrative Team Professional Development in Creating Learning Communities
    - Site visits to research implementation of Baldrige Continuous Improvement Model and using data to improve achievement. Submission in December 2005 of Achievement Award Application.
    - Presentations to other districts by Supt. and Dir. of Curriculum on Using Data to Improve Student Achievement
    - Improvement of Mentoring and Peer Coaching to improve learning
      - Training for staff on using mobile wireless labs
      - Professional development on using technology resources to improve assessment
    - LIFT<sup>2</sup> Grant trains secondary Math, Science and Technology teachers in 21<sup>st</sup> Century Skills and provides business partnerships and internships
      - Professional Development in Curriculum Accommodations to meet the needs of ALL students
        - Established Professional Learning Teams at all grade levels focused on data analysis to improve learning through development of "SMART" Goals
- Assessment**
  - Created Pyramid of Support and Intervention at each building to help students achieve
    - Established common periodic assessments to monitor student progress in all grades in all subjects
      - Developed Gr. 3-5 assessment binders in Mathematics
        - Expanded MCAS Analysis with deeper disaggregation of data
      - Student Success Plans for MCAS remediation
      - Student Assessment Plan for each grade level
      - "No Child Left Behind" Report Cards
      - District Improvement Plan Report Card

- District Assessment Report based on Baldrige Criteria (to be printed this summer)
- Principal End of Year Reports
- Development of Pre and Post Test Process for Title One Services
- Developed end-of-year benchmark assessments for Math and English/Language Arts
- Improved assessment and monitoring of student learning in all subject areas
- Developed District Report Card to monitor achievement of strategic goals
- MCAS data analysis consultants provided data for benchmarking of best practices

**Communication/Community**

- Created K-5 Student Record of Intervention(s) and Support(s) for all students
- Improved Child Study process at each building
- Collaborated with Town Library for classroom connective and improved summer reading program
- School Committee and FinCom Collaboration
- Development of Littleton Public Schools Strategic Plan
- Development of School and District Improvement Plans
- Multiple News Articles on various educational topics
- E-mail Communication Lists for District and Each School
  - Websites for District and Each School
  - HS Auditorium Usage Process
  - Volunteer/Staff Recognition
  - Russell Street Roof Video
  - Budget Reports with Encumbrances and Forecasts
  - Partnership with HP
  - Staff/Personnel Database
  - Annual Spring Survey Process
  - On-line High School Newspaper
  - Coordinated Volunteer Program
  - Establishment of "Tech Corp" Volunteer Program
  - Successful NEASC HS Accreditation

- PTSA, Hewlett Packard and Kimball Trust technology grants for mobile wireless labs and classroom labs at MS and RS
- Central Office Newsletter published bi-monthly to improve internal communication
- Planning to Implement September 2004 New DOE compliant Student Management Software called Rediker

**Climate**

- Created Freshman Academy Support process for all students
- Established HS Advisor/Advisee Program
- Established required HS Guided Study Periods for students at risk of failing
- Expanded Community Service Learning Opportunities inclusive of HS Senior Projects
  - MS School Wide Greek/Roman Festival
  - Improved HS Guidance Process to increase achievement and expectations as shown in participation in PSAT's, SAT II's, and AP courses
  - Improved college admissions process
  - Expand Athletic Offering of Swimming and Ski Team through collaboration with Harvard at no cost to us
  - Review of Student and Staff Handbooks
  - Teacher Evaluation Process Revised
  - Crisis Plan
  - Staff ID Badges
  - Food Service Improvements
  - Retirement Recognitions by Donelan's
  - Civil Rights Protocols Developed
  - 51A Protocols Produced
  - Recertification Professional Development Point Database for Staff
    - Transition to New HS and establishment of Middle School Philosophy
    - Successful negotiations with Teacher's, Instructional Aide's, and Secretarial Associations
      - Staff attendance database
      - Youth Health Grant provided Healthy Choices Seminars for Middle and High School Students
      - Youth Risk Behavior Survey to assess health needs of Gr. 6-12

Over the past three years we have laid a strong foundation for improvement of student achievement through strategic planning, curriculum development, high quality teacher training, and development of collaborative school cultures. Many of our new hires this year remarked that they had offers from other school districts but came to Littleton because of our commitment to excellence through collaboration. To reach the next level of excellence, teachers and staff have been directly involved this year, during Early Release Day time, in assessing and tracking student learning and collaboratively determining ways to improve. In essence, they have been reviewing data and information of past performance and deciding what needs to change in order to be more effective so that every single child becomes proficient. Research shows that there are many benefits to teacher collaboration. As noted author Rick DuFour states, "The most promising strategy for sustained, substantive school improvement is building the capacity of school personnel to function as a Professional Learning Community. The path to change in the classroom lies within and through collaborative teams focused on continuous improvement." What we are fostering in Littleton is an organization of:

- Shared mission, vision, values, and goals
- Collaborative teams
- Collective inquiry into "best practice" vs. "current reality"
- Action orientation and experimentation
- Commitment to continuous improvement
- Results oriented

This takes time but is well worth the effort. The general consensus for the amount of time it takes for real organizational change to take hold is five to seven years. Within a very austere budget with no money for workshops or professional conferences, we will need to provide this training in-house and support this initiative with virtually no funding. But the Littleton Public School staff is committed to doing whatever it takes to continue improving. Among the benefits realized when teachers engage in focused collaboration are:

- Gains in student achievement
- Higher quality solutions to problems

- Increased confidence and efficacy among all staff
- Teachers able to support one another's strengths and accommodate weaknesses
- Ability to test new ideas
- More support for new teachers
- Expanded pool of ideas, materials, methods

Massachusetts schools are among the best in the nation as indicated by SAT participation rates and scores and scores on the NAEP (National Assessment of Educational Progress) tests. Littleton ranks among the top 15% of districts in this high performing state. We have already seen evidence that a culture of continuous improvement is taking hold: the number of students taking Advanced Placement courses at the high school has more than doubled, more students are attending college and

more are participating in athletics and co-curricular activities. Serious discipline incidents are down and we have made statistically significant improvement in our MCAS scores at all grade levels using three year rolling averages. We have chosen the rolling averages to increase the student population size in order to properly assess for statistical significance. However, we are not satisfied with these gains and are constantly seeking to improve all areas. We are committed to doing whatever it takes to be one of the very best districts in the state and to providing top-notch, inspiring and dynamic educational experiences for ALL of Littleton's children. We look forward to our continued partnership in support of the children of Littleton.

Paul A. Livingston,  
Superintendent of Schools

### *SHAKER LANE SCHOOL PRINCIPAL REPORT*

Shaker Lane School continues to house Nursery to Grade Two classes for the Town of Littleton. A transitional program provides for children who may not be developmentally ready to enter grade one. The school provides the Concord Area Special Education Collaborative (CASE) with a classroom for kindergarten through grade two students with language and hearing disabilities and 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, 2005 including CASE students, was 473 students.

In February, 2005 the PTSA sponsored the first Winterfest at Shaker Lane. Students and parents enjoyed the many craft activities and the famous Shaker Lane cakewalk. With the help of the PTSA, in March, Author Illustrator Week continued at Shaker Lane. Various authors and illustrators came to Shaker Lane to share their work with our students. A highlight of the week was Willow Books Night, when members of our School community and the community at-large came out to read to our students and their parents. At both our annual Art Show and at the Second Grade Spring Concert, parents and community

members got a chance to see and hear many of the artistic endeavors of our students.

In September, Shaker Lane's faculty opened the school year clearly focused on improving student achievement and committed to continuing the curriculum work that started two years ago. Working in Professional Learning Teams, staff developed specific measurable goals that focus on student achievement. On Early Release days, staff collaborate on curriculum content and design, assessment development, share samples of student learning and clarify the process of standards implementation. Teachers collaborate with other team members to discuss best practices in education, the prevention of failure, instructional methodology and assessment. Collaborative teams set goals focusing on student achievement in the areas of writing, reading and math. All students at Shaker Lane were assessed in the fall in the area of reading using the DIBELS (Dynamic Inventory of Basic Early Literacy Skills). Using this instrument, teachers were able to better group students for instruction according to specific needs. This assessment will also be used two additional times during the school year (winter and spring) to assess student progress and make necessary adjustments in instruction. In September of 2005, Shaker Lane's full day Kindergarten program was expanded to include two classes.

Once again we kicked off our school year at Shaker Lane by welcoming students and families back to school at our annual Book Fair and Pizza Night. The PTSA and the Cultural Enrichment Committee continued to be very supportive with fundraising efforts that helped to support our curriculum by bringing a variety of enrichment activities and programs to the students at Shaker Lane. 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.

Kim Bumstead returned to Shaker Lane this year in her new position as .5 Reading Recovery Teacher. We also welcomed Jessica Schoffel to second grade and Evelyn Holm, Special Education Teacher. Both of these staff transferred to Shaker Lane from Russell Street School. Karen Anderson, a Special Education Teacher in 2004-2005 at Shaker Lane began a new position here as a first grade teacher.

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 members for 2005-2006 are: co-chairpersons, Richard Faherty, Principal and Mary Dugan, Parent Representative; Bob O'Neill, Parent Representative; Jo-Ann Dery, Parent Representative; Karen Anderson, Teacher Representative; and Nancy Marrese, Teacher Representative and Kelli Rogers, Community Representative. The School Council is presently focusing on two district goals:

### ***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 368 students, we currently have six third grade, six fourth grade and five fifth grade classrooms

- Create and implement a challenging and comprehensive Pre-K—12 curriculum that meets the needs of all students and is consistent across grade levels.
- Inspire energy and excitement in a respectful, responsive, and creative culture where everyone feels safe taking risks to challenge themselves in pursuit of teaching and learning.

This year marks Shaker Lanes thirteenth year affiliated with Reading Recovery. Reading Recovery is an early intervention program for first graders who are at risk of low achievement in reading. This is the tenth year Shaker Lane School has been a training site for area school districts. This year, under the direction of Sherrill Strickland our Teacher Leader for Reading Recovery, six teachers from six different towns are being trained in Reading Recovery.

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

with a class size average of 22 students across grade levels. We presently have 52 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 a classroom of students in grades two through five. This year we are fortunate to have several new classroom teachers and specialists join our staff, resulting from retirements, resignations or leaves of absence. New to the Russell Street staff are: Randi Weinberg, Speech and Language Therapist, Ariceli Ortiz, Grades one through five Math Coordinator, Barbara Stone, fourth grade teacher, Christina

Chamberas, Special Needs Teacher, Connie Scanlon, Reading Tutor and Joan Pare, Office Secretary.

The focus to continuously improve is a constant goal at the Russell Street School. Our School Council, with staff, parent and community representatives developed a long range School Improvement Plan identifying both short and long-term goals which was approved by the School Committee in December. Teachers through their actions, course work, grade level meetings, parent meetings and professional interactions are focused on how they can 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. 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 will be expanded at the third and fifth grade this year. MCAS tests administered this spring will include grade three, reading and math; grade four, language arts and math; and grade five, reading, math, science and technology, and social studies. MCAS results combined with assessment results in reading, writing and math will 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 the standards.

Russell Street provides a warm and inviting learning environment that supports the needs of all children. We are proud of every student's accomplishments and celebrate their work with displays throughout the classrooms and our school building. This year a major initiative to complete a fantastic tiled mural in our foyer was a huge success. Under the direction of Art Teacher, Andrea Biron and parent Gerilyn Miller every student and staff member painted a tile to be presented in two colorful ceramic wall murals to be enjoyed by all who enter Russell Street for years to come.

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 monthly school wide themes in which teachers provide

opportunities for activities and discussion to instill the qualities that will lead our children to become responsible citizens in their school and community. We meet as a school community once a month to celebrate our accomplishments and students' special talents.

For the past several years Russell Street teachers and staff have shared a partnership with Indian Hill. This summer more than half the staff participated in a graduate level course designed by Indian Hill staff to instruct teachers in methods for integration of the arts and movement into the curriculum as well as to investigate current theories and findings of brain based learning. This initiative has tied in beautifully with our district focus of differentiating instruction as part of our professional development program.

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, Worcester Art Museum, 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 Destination Imagination, Chess Club and Sports Club this year we have added a Math Club with over 40 students participating and a Science and Engineering Club for third and fourth graders. All together we have about 200 students participating in clubs.

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 new Hewlett Packard computers and at least one computer in each classroom. We also have a wireless mobile laptop unit with ten laptops that can be used in the classroom for special projects that integrate the use of technology into the curriculum. This year we now have a Smart Board, LCD projector and computer at grades four and five to provide the most up to date technology in the classroom. All of this technology has been purchased by our most supportive PTSA. Students are incorporating the use of computers and the Internet in researching and supporting academic areas being taught.

### ***LITTLETON MIDDLE SCHOOL PRINCIPAL REPORT***

The 2005 – 2006 school year evidenced the addition of several new staff members in the areas of English/Language Arts, Mathematics, Science, Art, Special Education and the introduction of a health curriculum.

The foundation of any good middle school is the setup using grade level teaching teams working in conjunction with the Unified Arts staff. Each grade level team is made up of the four major subject areas, English/Language Arts, Mathematics, Science and Social Studies. A foreign language teacher is also assigned to each grade level team. In total, three foreign languages are offered, Spanish and French (grades 7, & 8) and Latin (grade 6). The daily schedule serves the variety of needs of our students and is conducive to delivering our curricula. A number of qualified students are enrolled in the special education program. Subjects such as: Applied Math and Science, Art, Music, Physical Education, Reading, Computer and Health are available as unified arts curricula. Band and Chorus are offered to students who choose to participate in these programs.

A significant plus for our middle school is that on a daily basis grade level teams have the opportunity to meet and discuss teaching team issues, upcoming plans, parent conferences, student issues, professional development and curricula.

All K-12 district teachers are actively involved in professional development on a variety of

In my fourth 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 PTSA have been exceptional in the support they give to our teachers and students. We thank you for all that you do, and the time the time they contribute to make our jobs easier. I would also like to extend my appreciation to Dr. Livingston, our Superintendent, and members of our School Committee for their support and commitment given to the children of Littleton.

Jane R. Hall,  
Principal

educational topics such as but not limited to: students' pre and post assessment, MCAS analysis and differentiation of instruction.

Each year the middle school holds parent/teacher conferences in December and in March. The December conferences are the traditional parent/teacher meeting. The March conferences are student-led. This is a different type of parent conference where students work with the teachers to recognize that student's strengths and weaknesses. The students then organize the information, facilitate the conference and work on an improvement plan. The students are thoroughly invested in these conferences.

On a monthly basis the middle school council has met and developed the school improvement plan. This plan encompasses school and district goals and strategies for improvement.

A large portion of our students are involved in the intramural and interscholastic sports programs. Offered to our students are football, field hockey, soccer, basketball, golf, baseball, softball, track and cheerleading. A wide variety of co-curricular clubs and groups are also offered such as Destination Imagination, Math Counts, Art Club, Cooking Club, Yearbook, Latin and Roman Culture Club, Drama Club, Student Council, Roots and Shoots Science Program. Many of our students participate in our annual talent show, and the winter and spring band and chorus concerts.

During the course of the school year several events take place that involve our students such as Geography Bee, Spelling Bee, Reader's Digest Challenge and Magazine Drive. A highlight of the school year is the Turkey Trot – a food donation project for the Devens food Pantry, Loaves and Fishes. Students collected over four thousand items. The annual Coats for Kids drive is a charitable service project involving our students. During the school year assembly programs are held with topics pertaining to our student body.

Our students, during the three years spent at the middle school, undergo a unique transformation.

### **LITTLETON HIGH SCHOOL PRINCIPAL REPORT**

From January through December 2005, the students, faculty, staff and parents enjoyed their third full year at the new Littleton High School building on King Street. With each year, the usage of the building increases. Regular tours of the facility are requested by district's undertaking building projects.

In January members of the high school leadership team presented a Grade Eight Orientation Program for the parents of students who would be entering the high school as freshman in September. Members the School Council met to review the high school budget, revise the student handbook, and monitor the school improvement plan. The data driven school improvement plan is aligned to the mission and vision of our high school and school district. Our Guidance Counselors conducted workshops on the college admissions process for seniors and juniors. Guidance also hosted the first annual Alumni Day, a panel discussion for Senior students with graduates from the class of 2004. The faculty continued to develop detailed curriculum guides with specific learning objectives for each course offered. Additionally, extensive work was undertaken to develop midyear benchmark assessments for each of our courses. The Program of Study was revised, and students selected courses for next fall. With the assistance of our Guidance Counselors, seniors completed and submitted college applications with a majority using our Naviance technology to assist them in the process. National, state, and local data was used to develop a preliminary annual report from the Guidance Department. Better utilizing our student

A combination of physical and physiological changes happen. This is a unique time for our students.

The Littleton Middle School strives to meet the emotional and developmental needs of our students. Working with parents, students and the community, the staff strives to make Littleton Middle School one of the best middle schools in the area.

Kevin Moran,  
Principal

management technology, teachers maintained computerized grade book systems and submitted student grades electronically. The school's e-mail capacity continues to allow teachers and parents to communicate more frequently. Additionally with advances in technology, Littleton High School students were able to complete classes via Virtual High School, a program of over 200 class offerings in various disciplines.

The traditional Spirit Week activities ushered in the spring season. The Senior Privileges program, which was initiated by students, enjoyed a second year of implementation. Seniors were notified of their college acceptances. The National Honor Society hosted its annual Blood Drive. The Junior Prom was held at the White Cliffs in Northborough. As the end of the school year approached, students took Advanced Placement exams for several additional classes, MCAS tests and final exams. Data generated from final exams was compared with midyear exams and used as a springboard for developing instructional, departmental and personal goals for our teachers. The Littleton Rotary interviewed several students in the class of 2007 and selected four winners to attend the Rotary Youth Leadership Conference, a residential weekend leadership experience at Nichols College.

The Parent, Teacher and Student Association (PTSA) was most helpful in promoting communication by producing and disseminating the PTSA Newsletter, and by sponsoring several Principal's Coffees throughout the year. The Littleton Youth Sports Association (LYSA) also continued their considerable service and

contributions to the athletic programs at the high school. The Littleton Scholarship Trust again raised over \$100,000 for scholarships to graduates of Littleton High School. Our first year offering Senior Project, a student directed course with a significant component of community service learning, was very successful. Two Littleton High School teachers were recognized by the state Community Service Learning Organization for their development and implementation of this cutting-edge program.

On Friday, June 6<sup>th</sup>, Littleton High School conducted its 117<sup>th</sup> graduation ceremony. The class of 2005 was the third class to graduate from the King Street Littleton High School. All members of the senior class passed the state MCAS exam and were eligible to receive diplomas. A significant percent of the class of 2005 was accepted to colleges and/or universities, several of them selective or highly selective post-secondary institutions.

Given quality recruitment, hiring and induction of teachers is one of our most important undertakings, high priority was given to recruiting and hiring new teachers in the fall. The following new teachers or veteran teachers assuming a new role within the system were on hand for the opening of school in September: Michael Lynn – Director of Athletics; Carolyn Banach – Guidance Counselor/Assistant Principal; Julie Elmore, Mathematics teacher; David Pascucci – English and Social Studies teacher; Carol Watson – Foreign Languages teacher and Department Chair; Marie Martin – English teacher; Susan Harvey – Social Studies and Senior Project teacher; Dennis Mahoney – Science Department Chair; Joni Silveria – Computer Skills teacher and part-time secretary. Prior to the opening of school, we sponsored a freshman orientation program to better prepare incoming 9<sup>th</sup> grade students for the high school experience. In September we hosted Back-to-School Night, replete with an opening assembly in the auditorium where all faculty and staff members were introduced to the parents in attendance. Our Guidance Department also hosted another very successful Senior College Information Night.

The Fall Homecoming week activities included the pep rally, athletic contests, and dance. Michael

Lynn, Director of Athletics, made tremendous strides in establishing a solid foundation from which our athletic programs can grow. He developed Coaches Handbooks and held kick-off meetings with coaches, the principal and the superintendent of schools. Our fall sports teams had some of the most successful and impressive records to date. Several teams won the Midwatch League Championship. The traditional Thanksgiving football rivalry between Littleton and Ayer continued. Academically, students who were named to the Principals list for the first quarter were recognized with a breakfast reception with their parents. The High School hosted a School Committee dialogue night with the focus being an overview of the Advanced Placement Program and the enhancements to this program. Freshman students participated in Making High School Count, a program sponsored by Monster.com that assists students in developing skills necessary to be successful in high school.

In December, the School Council presented via students and a Power Point presentation its annual report on the School Improvement Plan, which was unanimously approved by the School Committee. We outlined improvement in numerous areas: the percentage of students earning at or above the proficiency level in MCAS; the percentage of students who qualified for the MCAS Certificate of Mastery; the percentage of students taking an Advanced Placement examination; and the percent of student daily attendance among several other indicators. The Massachusetts Educational Finance Authority coordinated with a financial aide administrator from Boston University and the Littleton High School Guidance Department to present the annual financial aide workshop to parents of seniors in the class of 2006. The Guidance Department was notified by the Department of Education that more than one-half of the students in the class of 2006 meet initial eligibility for the Stanley Koplik Certificate of Mastery Award.

2005 concluded with a Winter Holiday Concert performed by the Littleton High School Band and Chorus.

John J. Buckey,  
Principal

**LITTLETON ENROLLMENT BY GRADES  
- OCTOBER 1, 2005**

<u>Grade</u>	<u>Boys</u>	<u>Girls</u>	<u>Total</u>
PreK	27	26	53
K	57	79	136
T	14	6	20
1	67	62	129
2	56	72	128
3	61	73	134
4	69	58	127
5	48	59	107
6	61	73	134
7	53	53	106
8	58	55	113
9	61	50	111
10	55	42	97
11	35	52	87
12	51	55	106
<b>TOTALS</b>	<b>773</b>	<b>815</b>	<b>1,588</b>

**TEN-YEAR HISTORY - ENROLLMENT**

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

Number of School Choice (non-resident) students attending Littleton Public Schools during 2005-2006 school year:	26
Number of Littleton Students at Nashoba Valley Technical School:	32
Students from Littleton attending special classes in out of district schools:	38

**LITTLETON PUBLIC SCHOOLS - DISTRICT REPORT CARD**

<u>Test Success Indicators</u>	<u>Three Year Success Goal</u>	<u>SY 03-04</u>	<u>SY 04-05</u>	<u>SY 05-06 Target</u>	<u>SY 06-07 Target</u>
MCAS – ELA Agg./SPED CPI	NCLB				
District	95.6/83.6	90.4/68.5	92.6/78.0	94.1/80.8	95.6/83.6
Russell Street	93.4/81.6	89.1/65.0	90.2/75.0	91.8/78.3	93.4/81.6
Middle School	99.8/91.1	92.4/72.6	97.0/86.1	98.4/88.6	99.8/91.1
High School	99.8/86.3	94.7/81.3	96.2/81.3	98/83.8	99.8/86.3
MCAS - Math Agg./SPED CPI	NCLB				
District	91.9/60.3	80.5/51.4	84.9/51.1	88.4/55.7	91.9/60.3
Russell Street	92.1/71.3	80.1/49.4	85.5/60.7	88.8/66	92.1/71.3
Middle School	94.4/61.2	80.7/44.5	85.6/49.2	90/55.2	94.4/61.2
High School	94.6/79	85.9/79.2	88.2/46.9	91.4/63	94.6/79
MCAS - ELA Advanced %	MA Top Ten				
Grade 4	23	10	18	20	23
Grade 7	20	8	14	17	20
Grade 10	51	36	39	45	51
MCAS - Math Advanced %	MA Top Ten				
Grade 4	30	19	26	28	30

Town of Littleton

Test Success Indicators	Three Year Success Goal	SY 03-04	SY 04-05	SY 05-06 Target	SY 06-07 Target
Grade 6	42	28	34	38	42
Grade 8	31	17	20	25	31
Grade 10	43	47	49	51	53
NCLB Adequate Yearly Prog.					
District English Agg./SPED	Yes/Yes	Yes/Yes	Yes/Yes	Yes/Yes	Yes/Yes
District Math Agg./SPED	Yes/Yes	Yes/No	Yes/ Yes	Yes/Yes	Yes/Yes

Student Success Indicators	Three Year Success Goal	SY 03-04	SY 04-05	SY 05-06 Target	SY 06-07 Target
MCAS Grade 10 Pass % on First Attempt/Final	96/100	90/100	93/100	95/100	96/100
AP Participation - % of Jr./Sen.	35	28.1	30	35	37
AP Pass - % of Tests Taken	70	63	60	65	70
Number of AP Courses	10	5	8+ Virt. HS	9+VHS	10+VHS
MS/HS Extra Curr. Participation %	85	80	76	83	85
Dropout rate %	0	.6	.1	0	0
Discipline Incidents	20	27	33	25	20
Students opting out Priv.-Choice % / Chart.%	5/2	6.7/2.7	7.3/3.3	6.5/2.5	5/2

Staff Indicators	Three Year Success Goal	SY 03-04	SY 04-05	SY 05-06 Target	SY 06-07 Target
Association Grievances	0	0	0	0	0

Other Data to Monitor		SY 03-04	SY 04-05	SY 05-06 Target	SY 06-07 Target
Gr. 3 Reading Proficiency %		84	78	85	87
SAT 1 Participation %		96	87	96	98
Math Score	MA-523; Nat-518	533	546	550	555
Verbal Score	MA-518; Nat-508	533	534	540	545
SAT 2 Participation %		22	36	40	42
4-Year /2-Year College %		78.4/20.2	70/20	83/15	86/12
Accepted to 1 <sup>st</sup> Choice %		77	78	80	82
Student Daily Attend. %		95.5	96.01	97	98
Elementary		96.4	96.91	98	98
Middle		95.2	96.26	97	98
High		93.8	94.87	96	98
Staff Attendance %		95.1	95	97	98
A-B Computer / Students		1/5	1/5	1/5	1/5
Community Based Learning Hours Per Sr. Student		44	124	60	62
Number of Volunteers		438	432	450	470
Ind. / Org. Partnerships		5	6	7	8
Staff Resignations % (Prof. Reasons % / Total)					
Professional Staff		N/A	10% 1/11	0	0
Support Staff		N/A	0% 0/7	0	0

## TAX COLLECTOR

Below is a list of tax balances as of January 1, 2005 and ending December 31, 2005, reported by year.

	<b>Debit</b>	<b>Credit</b>	<b>Uncollected</b>
<b>Tax Year 2001</b>			
<u>Uncollected as of January 1, 2005</u>			
Motor Vehicle Excise	760.32		
Rescind of Abatement	99.06		
Total Debit	\$859.38		
<u>Collected</u>			
Motor Vehicle Excise	110.00		
<u>Abated</u>			
Motor Vehicle Excise	749.38		
Total Credit	\$859.38		
<b>Tax Year 2002</b>			
<u>Uncollected as of January 1, 2005</u>			
Personal Property	432.00		
Motor Vehicle Excise	6,084.14		
Rescind of Abatement	28.33		
Total Debit	\$6,544.47		
<u>Collected</u>			
Motor Vehicle Excise	410.73		
<u>Abated</u>			
Motor Vehicle Excise	5,086.94		
Total Credit	\$5,497.67		
<u>Uncollected as of December 31, 2005</u>			
<b>Personal Property</b>		432.00	
<b>Motor Vehicle Excise</b>		1,046.80	614.80
<b>Total Credit and Outstanding</b>		\$6,544.47	
<b>Tax Year 2003</b>			
<u>Uncollected as of January 31, 2005</u>			
Personal Property	326.80		
Motor Vehicle Excise	8,427.74		
New commitment	111.46		
Refunds	572.30		
Rescind of Abatement	42.50		
Total Debit	\$9,480.80		
<u>Collected</u>			
Motor Vehicle Excise	2,704.19		
<u>Abated</u>			
Motor Vehicle Excise	4,383.65		
Total Credit	\$7,087.84		

Town of Littleton

	Debit	Credit	Uncollected
<b><u>Uncollected as of December 31, 2005</u></b>			
Personal Property			326.80
Motor Vehicle Excise		\$2392.96	2,066.16
Total Credit and <b>Uncollected</b>		\$9,480.80	

Tax Year 2004

<b><u>Uncollected as of January 31, 2005</u></b>	
Personal Property	1,502.38
Motor Vehicle Excise	40,114.65
New Commitments	31,317.03
Refunds	1,809.43
Total Debit	\$74,743.49

Collected

Personal Property	942.87
Motor Vehicle Excise	51,260.57

Abated

Personal Property	355.21
Motor Vehicle Excise	3,562.57
Total Credit	\$56,121.22

**Uncollected as of December 31, 2005**

<b>Personal Property</b>	204.30
<b>Motor Vehicle Excise</b>	\$18,622.27
Total Credit and <b>Uncollected</b>	18,417.97

Tax Year 2005

Uncollected as of January 31, 2005

Real Estate	12,494,677.62
Street Betterment	886.24
Street Betterment Int.	498.59
Water Betterment	11,445.20
Water Betterment Int.	5,405.15
Septic Betterment	8,202.21
Septic Betterment Int.	6,780.03
Electric Lien	1,865.35
Lien Charge	75.00
Personal Property	352,978.71
Motor Vehicle Excise	1,142,070.27
Refunds	51,741.59
Total Debit	\$14,076,625.96

Collected

Real Estate	12,464,181.79
Street Betterment	886.24
Street Betterment Int.	498.59
Water Betterment	11,445.20
Water Betterment Int.	5,405.15
Septic Betterment	8,202.21
Septic Betterment Int.	6,780.03

	<b>Debit</b>	<b>Credit</b>	<b>Uncollected</b>
Electric Lien		1,646.32	
Lien Charge		50.00	
Personal Property		351,718.32	
Motor Vehicle Excise		1,078,557.69	

**Abated**

Real Estate	40,383.03
Personal Property	1,260.39
Motor Vehicle Excise	28,259.91

**Tax Title**

Real Estate	29,713.92
Electric Lien	219.03
Lien Charge	25.00
Total Credit	\$14,029,232.82

**Uncollected as of December 31, 2005**

<b>Motor Vehicle Excise</b>	<b>47,393.14</b>	47,393.14
<b>Total Credit and Uncollected</b>	<b>\$14,076,625.96</b>	

**Tax Year 2006**

**Uncollected as of January 1, 2005**

Real Estate	18,466,998.95
Street Betterment	1,072.75
Street Interest	557.67
Water Betterment	24,793.95
Water Interest	8,037.73
Septic Betterment	11,024.75
Septic Interest	8,233.46
Water Lien	455.52
Lien Charge	50.00
Personal Property	464,363.94
Municipal Lien Cert.	18,185.00
Registry Marking	5,820.00
Tax Collector Fees	14,060.00
Betterment Release	12.00
Motor Coach Fees	11,232.00
Tax Title Advertising	320.00
Adv. Water Betterment	9,730.83
Adv. Water Betterment Int.	163.79
Adv. Septic Betterment	22,500.00
Adv. Septic Betterment Int.	375.00
Adv. Street Betterment	981.82
Adv. Street Betterment Int.	16.00
Duplicate Bill Fees	1,422.00
Interest	35,940.47
<b>Total Debit</b>	<b>\$19,106,347.63</b>

**Collected**

Real Estate	3,374,624.62
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Town of Littleton

	<b>Debit</b>	<b>Credit</b>	<b>Uncollected</b>
Street Betterment		366.05	
Street Interest		172.33	
Water Betterment		9,629.31	
Water Betterment Int.		2,468.86	
Septic Betterment		4,443.66	
Septic Betterment Int.		3,374.16	
Water Lien		133.72	
Lien Charge		25.00	
Personal Property		175,772.81	
Municipal Lien Cert		18,185.00	
Registry Marking		5,820.00	
Tax Collector Fees		14,060.00	
Betterment Release		12.00	
Motor Coach Fees		11,232.00	
Tax Title Advertising		320.00	
Adv. Water Betterment		9,730.83	
Adv. Water Betterment Int.		163.79	
Adv. Septic Betterment		22,500.00	
Adv. Septic Betterment Int		375.00	
Adv. Street Betterment		981.82	
Adv. Street Betterment Int.		16.00	
Duplicate Bill Fee		1,422.00	
Interest		35,940.47	

Deferred

Real Estate	4,710.97
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Abatements

Real Estate	53,647.50
Personal Property	966.22
Total Credit	\$3,751,094.12

Uncollected as of December 31, 2005

Real Estate	15,034,015.86
Street Betterment	706.70
Street Betterment Int.	385.34
Water Betterment	15,164.64
Water Betterment Int.	5,568.87
Septic Betterment	6,581.09
Septic Betterment Int.	4,859.30
Water Lien	321.80
Lien Charge	25.00
Personal Property	<b>\$15,355,253.51</b>
Total Credit and Uncollected	\$19,106,347.63

Personal property balances are all owed by Jake's Auto Body. 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 Deputy Collector, Kevin Bolduc at 978-970-1400 ext 203.

Respectfully submitted,  
Rebecca Jean Quinn, Tax Collector

## TOWN CLERK

### *VITAL STATISTICS – 2005*

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 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.

Population –	8,885 (as of January 1, 2006)
Registered Voters –	5,441 (as of January 1, 2006)
Number of Births –	87
Number of Marriages –	33
Number of Deaths –	100

### *ELECTION RESULTS – 2005*

#### *SPECIAL TOWN MEETING - MONDAY, MARCH 7, 2005*

Moderator Charles F. Kaye called the Special Town Meeting to order at 7:00 p.m. Mr. Kaye asked the town meeting to remember Walter C. Wright former Town Treasurer and the first Administrative Assistant to the Littleton Board of Selectmen. There was a moment of silence for Mr. Wright.

##### ARTICLE 1: Rescind Borrowing

No affirmative action taken.

##### ARTICLE 2: Funds for New Middle School

Voted that the Town approve the sum of \$4,000,000.00 be appropriated to pay costs of constructing a new Middle School and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Selectmen is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7(3) of the General Laws, or pursuant to any other enabling authority, and hereby is authorized to issue bonds or notes of the Town therefore; provided however, that no sums shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts required to repay any bonds or notes issued pursuant to this vote from the limitations of proposition two and one-half, so-called.

Vote was by ballot and checklist: Yes 620 No 21

##### ARTICLE 3: Elected to Appointed Treasurer

No affirmative action taken.

##### ARTICLE 4: Creation of Consolidated Finance Department

No affirmative action taken.

##### ARTICLE 5: Amend Town Code to Add Finance Department

No affirmative action taken.

##### ARTICLE 6: Prior Year Unpaid Bills

Unanimously voted that the Town transfer from available funds the sum of \$455.04 to pay for the following unpaid bills from previous fiscal years:

Vendor	Amount	Transfer from Acct
Nashoba Lock	\$105.00	191-52020, Shattuck St. Maintenance

Town of Littleton

Lowell Sun	81.30	512-52010, Board of Health Advertising
Lowell Sun	125.78	121-52010, Selectmen Advertising
Waste Management	<u>142.96</u>	191-52020, Building Maintenance
	\$455.04	

ARTICLE 7: Bumblebee Lane Acceptance

No affirmative action taken.

ARTICLE 8: Farmstead Way Acceptance

No affirmative action taken.

ARTICLE 9: Village Lane Acceptance

No affirmative action taken.

Motion was made and seconded to dissolve the meeting at 8:20 p.m.

Attest a True Copy

LINDA A. KNUPP, Town Clerk

***SPECIAL ELECTION - MARCH 12, 2005***

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.

Total Votes Cast	1,291
Precinct 1	441
Precinct 2	459
Precinct 3	391

“OVERRIDE REFERENDUM”

Question 1: 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 design and build a new middle school, including site preparation, construction and demolition costs?

YES	1,129
NO	162

Attest: A True Copy

LINDA A. KNUPP, Town Clerk

***TOWN OF LITTLETON - ANNUAL ELECTION MAY 7, 2005***

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 box was 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	660
Precinct 2	672
Precinct 3	<u>579</u>
Total Votes Cast:	1,911

<b>MODERATOR</b> Charles F. Kaye Blanks	<b>One Year Term</b> Candidate for Re-election	<b>VOTE FOR ONE</b> 1,501 410
<b>TAX COLLECTOR</b> Rebecca J. Quinn Blanks	<b>Three Year Term</b> Candidate for Re-election	<b>VOTE FOR ONE</b> 1,543 368
<b>TREASURER</b> Donald Armstrong Blanks	<b>One Year Term</b>	<b>VOTE FOR ONE</b> 1,400 511
<b>SELECTMAN</b> Reed Augliere Ronald J. Caruso Pamela D. Campbell Ivan Pagacik Robert L. Zimmerman Blanks	<b>Three Year Term</b> Candidate for Re-election Candidate for Re-election	<b>VOTE FOR TWO</b> 961 532 195 1,311 663 340
<b>BOARD OF ASSESSORS</b> Frederick J. Freund Blanks	<b>Three Year Term</b> Candidate for Re-election 511	<b>VOTE FOR ONE</b> 1,400
<b>CEMETERY COMMIMSSIONER</b> Deborah Williams Blanks	<b>Three Year Term</b> Candidate for Re-election	<b>VOTE FOR ONE</b> 1,427 484
<b>ELECTRIC LIGHT COMMISSIONER</b> Thomas C. Rauker Blanks	<b>Three Year Term</b> Candidate for Re-election	<b>VOTE FOR ONE</b> 1,403 508
<b>WATER COMMISSIONER</b> Thomas C. Rauker Blanks	<b>Three Year Term</b> Candidate for Re-election	<b>VOTE FOR ONE</b> 1,358 553
<b>SCHOOL COMMITTEE</b> Susan Anne S. MacDowell Nancy P. Mizzoni Daryl K. Baker Mary C. Dugan Shawna M. Stea Jeanine M. Wood Blanks	<b>Three Year Term</b> Candidate for Re-election	<b>VOTE FOR TWO</b> 706 829 272 714 762 207 332
<b>COMMISSIONER OF TRUST FUNDS</b> Richard W. Hoole Blanks	<b>Three Year Term</b> Candidate for Re-election	<b>VOTE FOR ONE</b> 1,354 557

Town of Littleton

<b>PARK AND RECREATION COMMISSIONER</b>	<b>Three Year Term</b>	<b>VOTE FOR ONE</b>
Ivan Pagacik	Candidate for Re-election	1,469
Blanks		442
 <b>BOARD OF HEALTH</b>	 <b>VOTE FOR TWO</b>	
Peter M. Cassinari	Candidate for Re-election	1,197
Ted P. Doucette		1,261
Blanks		1,364
 <b>LIBRARY TRUSTEE</b>	 <b>Three Year Term</b>	 <b>VOTE FOR TWO</b>
James L. Carozza	Candidate for Re-election	1,342
Raymond Grande		1,293
Blanks		1,187
 <b>PLANNING BOARD</b>	 <b>Five Year Term</b>	 <b>VOTE FOR ONE</b>
Steven J. Wheaton	Candidate for Re-election	1,364
Blanks		549
 <b>HOUSING AUTHORITY</b>	 <b>Five Year Term</b>	 <b>VOTE FOR ONE</b>
Theresa L. Schwulst		35
Blanks		1,876

QUESTION 1:

Shall the Town of Littleton be allowed to assess an additional \$190,000.00 in real estate and personal property taxes for the purpose of purchasing new capital equipment for the Highway Department for the fiscal year beginning July 1, 2005?

YES	818
NO	928
BLANKS	165

QUESTION 2:

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 providing a security alarm system for Littleton High School for the fiscal year beginning July 1, 2005?

YES	801
NO	950
BLANKS	160

Attest: A True Copy

LINDA A. KNUPP, Town Clerk

***SPECIAL TOWN MEETING - MONDAY, MAY 9, 2005***

The meeting was called to order by Moderator Charles F. Kaye at 7:30 p.m.

ARTICLE 1:

No affirmative action taken.

ARTICLE 2:

Voted unanimously to transfer from the following available funds and/or from surplus funds in some departments, the sum of \$42,571.30 to be used in conjunction with funds appropriated under current

fiscal year budgets to be used during the current fiscal year to pay for the shortfall that would otherwise exist in the Fiscal Year 2005 budget of other departments:

<b>TRANSFER FROM ACCT.</b>	<b>AMOUNT</b>	<b>TRANSFER TO ACCOUNT</b>
490-51130, Cemetery Salaries	\$9,000.00	490-52990, Cemetery Expenses
131-52470, Finance Com Expenses	\$1,070.80	191-52020, Building Maintenance
156-57700, Tax Title Expenses	\$5,780.00	191-52020, Building Maintenance
199-57070, Middlesex Retirement	\$17,244.50	191-52020, Building Maintenance
519-52190, Animal Insp. Services	\$1,300.00	198-52150, Telecontrol
301-52760, Nashoba Tech Assessment	<u>\$8,176.00</u>	198-52150, Telecontrol
	\$42,571.30	

**ARTICLE 3:**

Voted unanimously to transfer from available funds, the sum of \$93,056.11 needed by various departments to complete the Fiscal Year ending June 30, 2005:

<b>TRANSFER FROM LINE/ACCT.</b>	<b>AMOUNT</b>	<b>TRANSFER TO LINE/ACCT</b>
122-60387, Public Land Acquisition	\$40,000.00	100-111, Legal Fees
122-60409, Wage/Salary increase	\$6,113.00	191-52020, Building Maint.
220-60424, SCBA	\$1,627.80	191-52020, Building Maint.
300-60354, Shaker Lane Playground	\$1,238.01	191-52020, Building Maint.
200-2007, Insurance Reimbursement	\$4,588.72	191-52020, Building Maint.
200-22207, Gazebo	\$204.75	191-52020, Building Maint.
200-2077, HazMat Fund	\$5,000.00	191-52020, Building Maint.
200-2268, Sealer of Weights & Meas.	\$1,109.52	191-52020, Building Maint.
200-2222, Emergency Mgt Reimbursement	\$3,048.53	191-52020, Building Maint.
122-60413, Prior Year Bills	\$125.78	191-52020, Building Maint.
200-2254, Local Access	\$20,000.00	195-52560, Gasoline
122-60387, Public Land Acquisition	<u>\$10,000.00</u>	195-52020, Building Maint.
	\$93,056.11	

**ARTICLE 4:**

Voted unanimously to transfer the sum of \$96,104.07 from Account No. 701-10400, "Chapter 32B Trust" to Account No. 194-57040, "Medicare" (\$12,140.14) and Account No. 194-57060, "Medical Claims" (\$86,027.08) to cover the shortfall that existed in these accounts during FY04.

**ARTICLE 5:**

Voted to transfer from Acct. No. 200-2254, Local Access Cable, the sum of \$30,000.00 to add to the FY05 Unemployment Account.

**ARTICLE 6:**

No affirmative action taken.

The meeting was dissolved at 7:35 p.m.

Attest A True Copy  
LINDA A. KNUPP, Town Clerk

***ANNUAL TOWN MEETING - MONDAY, MAY 9, 2005***

Moderator Charles F. Kaye called the meeting to order at 7:05 p.m. Alissa Palange, a student at Littleton High School sang the National Anthem. Rev. Swett of the Congregational Church gave the invocation.

Town of Littleton

ARTICLE 1: Officers to be Chosen

Vote unanimously to appoint the following individuals:

Pound keeper:	Timothy Harrison Whitcomb
Fence Viewers:	William Farnsworth, Timothy Harrison Whitcomb, Joseph Knox
Field Drivers:	Gregory Webber, Michael O'Malley, 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

ARTICLE 2: Reports of Town Officers and Committees

ARTICLE 3: Treasurer Authority to Borrow

Unanimously voted 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, 2005, 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: FY2006 Budget**

Moved and seconded by the Selectmen and Finance Committee that the Town vote to raise and appropriate and/or transfer from available funds in the Treasury sums of money to defray the expenses of the various departments, and to fix the salary and compensation of all elected officials for Fiscal Year 2006, as shown in column captioned "Balanced FY 06", with each item to be considered a separate appropriation and any other greater amount to be appropriated contingent upon passage of M.G.L. Chapter 59 (Proposition 2 1/2 so-called) ballot question and that said vote occur prior to July 1, 2005.

The Finance Committee moved and seconded to amend each line item to Override #2 figures, placing a hold on each line item.

Unanimously voted to raise and appropriate and/or transfer from available funds in the Treasury sums of money to defray the expenses of the various departments, and to fix the salary and compensation of all elected officials for Fiscal Year 2006, as shown in column captioned "Balanced FY 06", with each item to be considered a separate appropriation and any other greater amount to be appropriated contingent upon passage of M.G.L. Chapter 59 (Proposition 2 1/2 so-called) ballot question and that said vote occur prior to July 1, 2005.

LINE ITEM	APPROP. FY 05	VOTED FY 06
GENERAL GOVERNMENT		
Moderator		
1. Moderator	\$0.00	\$0.00
Selectmen/Town Administrator		
2. Salaries and Wages	\$101,072.00	\$101,072.00
3. Expenses	\$14,700.00	\$14,700.00
4. Legal Expense	\$25,000.00	\$75,000.00
Town Accountant		
5. Salaries and Wages	\$68,560.00	\$68,560.00

<b>LINE ITEM</b>	<b>APPROP. FY 05</b>	<b>VOTED FY 06</b>
6. Expenses	\$2,275.00	\$2,275.00
7. Audit Expense	\$21,750.00	\$21,750.00
Facilities Management		
8. Salaries and Wages	\$10,000.00	\$19,500.00
9. Expenses	\$136,469.00	\$196,500.00
Elections and Registrations		
10. Salaries	\$4,862.00	\$4,862.00
11. Expenses	\$6,370.00	\$6,370.00
Conservation Commission		
12. Clerk	\$15,000.00	\$15,000.00
13. Expenses	\$1,726.00	\$1,726.00
Treasurer		
14. Salaries and Wages	\$81,600.00	\$81,600.00
15. Expenses	\$5,963.00	\$5,963.00
16. Short Term Interest	\$70,000.00	\$150,041.67
17. Tax Title Expenses	\$12,000.00	\$12,000.00
Tax Collector		
18. Salaries and Wages	\$40,471.00	\$40,471.00
19. Expenses	\$8,505.00	\$8,505.00
Board of Assessors		
20. Salaries and Wages	\$119,976.00	\$119,976.00
21. Expenses	\$4,700.00	\$4,700.00
Town Clerk		
22. Salaries and Wages	\$41,833.00	\$41,833.00
23. Expenses	\$650.00	\$650.00
Planning Board		
24. Salaries and Wages	\$28,314.00	\$28,314.00
25. Expenses	\$1,197.00	\$1,197.00
Finance Committee		
26. Expenses	\$2,000.00	\$2,000.00
27. Reserve Fund	<u>\$75,000.00</u>	<u>\$89,555.00</u>
<b>TOTAL GENERAL GOVERNMENT</b>	<b><u>\$899,993.00</u></b>	<b><u>\$1,114,120.67</u></b>

Town of Littleton

LINE ITEM	APPROP. FY 05	VOTED FY 06
<b>PROTECTION OF PERSONS AND PROPERTY</b>		
Police Department		
28. Salaries and Wages	\$1,033,297.00	\$1,033,297.00
29. Expenses	\$69,252.00	\$69,252.00
30. Parking Clerk Expenses	\$0.00	\$0.00
Fire Department		
31. Salaries and Wages	\$531,834.00	\$531,834.00
32. Expenses	\$72,365.00	\$72,365.00
Transfer from Ambulance Receipts		
Control Center		
33. Salaries and Wages	\$222,160.00	\$222,160.00
34. Expenses	\$18,352.00	\$18,352.00
Animal Control		
35. Contract Expenses	\$0.00	\$0.00
Transfer from B. Sampson Relief of Animals Fund		
Emergency Management		
36. Emergency Management Agency	\$0.00	\$1,000.00
Sealer of Weights and Measures		
37. Expenses	\$0.00	\$0.00
Building Commissioner		
38. Salaries and Wages	\$67,291.00	\$67,291.00
39. Expenses	\$1,863.00	\$1,863.00
Board of Appeals		
40. Wages	\$3,730.00	\$3,730.00
41. Expenses	<u>\$1,200.00</u>	<u>\$1,200.00</u>
<b>TOTAL PROTECTION OF PROPERTY</b>		<b><u>\$2,021,344.00</u></b> <b><u>\$2,022,344.00</u></b>
<b>HEALTH AND SANITATION</b>		
Board of Health		
42. Wages	\$22,243.00	\$22,243.00
43. Expenses	\$2,020.00	\$2,020.00
44. Animal Inspector	\$1,300.00	\$1,300.00
45. Town Nursing Salary	\$7,944.00	\$7,944.00

<b>LINE ITEM</b>	<b>APPROP. FY 05</b>	<b>VOTED FY 06</b>
46. Eliot Clinic	\$3,780.00	\$3,780.00
47. Concord Family Services	<u>\$3,000.00</u>	<u>\$0.00</u>
<b>TOTAL HEALTH AND SANITATION</b>	<b><u>\$40,287.00</u></b>	<b><u>\$37,287.00</u></b>

### **HIGHWAYS**

#### General Highways

48. Salaries	\$653,389.00	\$655,227.00
49. Expenses	\$343,450.00	\$405,416.00
50. Snow and Ice Removal - Expense	\$41,400.00	\$51,400.00
51. Snow and Ice Removal - Overtime salaries	<u>\$41,700.00</u>	<u>\$51,700.00</u>
<b>TOTAL HIGHWAYS</b>	<b><u>\$1,079,939.00</u></b>	<b><u>\$1,163,743.00</u></b>

#### Cemetery Department

52. Salaries and Wages	\$96,656.00	\$96,656.00
53. Expenses	<u>\$29,160.00</u>	<u>\$29,160.00</u>
Transfer from Sale of Lots		
Transfer from Interest on Perpetual Care		
Transfer from Perpetual Care Trust		
Transfer from Grave Openings		
<b>TOTAL CEMETERIES</b>	<b><u>\$125,816.00</u></b>	<b><u>\$125,816.00</u></b>

#### Veteran's Services

54. Benefits and Services	\$0.00	\$1,000.00
55. Veteran's Agent Salary	\$2,500.00	\$2,500.00
56. Expenses	<u>\$0.00</u>	<u>\$750.00</u>
<b>TOTAL VETERAN'S SERVICES</b>	<b><u>\$2,500.00</u></b>	<b><u>\$4,250.00</u></b>

#### Reuben Hoar Library

57. Salaries and Wages	\$299,076.00	\$299,076.00
58. Expenses	<u>\$88,676.00</u>	<u>\$83,853.00</u>
Transfer from Library Trust funds		
<b>TOTAL LIBRARY</b>	<b><u>\$387,752.00</u></b>	<b><u>\$382,929.00</u></b>

#### Council on Aging

59. Salaries and Wages	\$49,330.00	\$49,330.00
60. Expenses	<u>\$16,389.00</u>	<u>\$16,389.00</u>
<b>TOTAL COUNCIL ON AGING</b>	<b><u>\$65,719.00</u></b>	<b><u>\$65,719.00</u></b>

#### Park and Recreation Department

61. Salaries and Wages	\$69,213.00	\$69,213.00
62. Expenses	<u>\$2,963.00</u>	<u>\$2,963.00</u>

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LINE ITEM	APPROP. FY 05	VOTED FY 06
<b>TOTAL RECREATION DEPARTMENT</b>	<b><u>\$72,176.00</u></b>	<b><u>\$72,176.00</u></b>
Pensions and Benefits		
63. County Retirement	\$627,738.00	\$851,397.00
64. Group Insurance	<u>\$1,814,834.00</u>	<u>\$2,148,199.00</u>
<b>TOTAL PENSIONS AND BENEFITS</b>	<b><u>\$2,442,572.00</u></b>	<b><u>\$2,999,596.00</u></b>
Unclassified		
65. Gasoline	\$50,000.00	\$90,000.00
66. Insurance	\$231,000.00	\$275,000.00
67. Memorial Day	\$500.00	\$500.00
68. Patriots' Day	\$50.00	\$50.00
69. Historical Commission	\$700.00	\$700.00
70. Merrimack Valley Library Consortium	\$0.00	\$0.00
71. Telephone - Town Offices	\$40,000.00	\$60,000.00
72. Town Reports	\$7,000.00	\$7,000.00
73. Commission on Disabilities	\$0.00	\$0.00
74. Wastewater Management	<u>\$0.00</u>	<u>\$46,200.00</u>
<b>TOTAL UNCLASSIFIED</b>	<b><u>\$329,250.00</u></b>	<b><u>\$479,450.00</u></b>
School Department		
75. Salaries and Expenses	<u>\$12,180,000.00</u>	<u>\$12,466,315.00</u>
Transfer from L.H. Zappey Fund		
Transfer from Hildreth Fund		
Transfer from Goldsmith Fund		
Transfer from Johnson School Fund		
<b>TOTAL SCHOOL DEPARTMENT</b>	<b><u>\$12,180,000.00</u></b>	<b><u>\$12,466,315.00</u></b>
LINE ITEMS NOT REQUIRING A VOTE		
Assessments		
76. Nashoba Valley Technical School	\$166,015.00	\$277,330.00
77. Nashoba Board of Health	\$20,415.00	\$20,415.00
78. B&M Crossing Maintenance	<u>\$2,806.00</u>	<u>\$2,806.00</u>
<b>TOTAL ASSESSMENTS</b>	<b><u>\$189,236.00</u></b>	<b><u>\$300,551.00</u></b>
79. Debt and Interest	\$3,828,549.00	\$4,095,889.73
Transfer from Stabilization Fund		
Transfer from Electric Light Operating Cash Account		
Transfer from Self Help Reimbursement		
Transfer from Conservation Cell Tower funds		
Transfer from Cable Access Fund		

LINE ITEM	APPROP. FY 05	VOTED FY 06
<b>TOTAL NOT REQUIRING A VOTE</b>	<b><u>\$4,017,785.00</u></b>	<b><u>\$4,396,440.73</u></b>
<b>TOTAL MUNICIPAL BUDGET</b>	<b><u>\$23,665,133.00</u></b>	<b><u>\$25,330,186.40</u></b>
<b>WATER DEPARTMENT (ENTERPRISE FUND)</b>		
Salaries and Wages	\$537,300.00	\$553,439.00
Expenses	\$709,600.00	\$727,560.00
Debt Service	\$464,499.00	\$469,834.00
Reserve Fund	<u>\$100,000.00</u>	<u>\$100,000.00</u>
<b>TOTAL WATER DEPARTMENT</b>	<b><u>\$1,811,399.00</u></b>	<b><u>\$1,850,833.00</u></b>
<b><u>TOTAL ARTICLE 4</u></b>	<b><u>\$25,476,532.00</u></b>	<b><u>\$27,181,019.40</u></b>

**ARTICLE 5:**

No affirmative action taken.

Annual Town Meeting adjourned at 11:30 p.m. to reconvene at 7:00 p.m. on Tuesday, May 10, 2005 in the Littleton Middle School Gymnasium.

Town Meeting reconvened at 7:05 p.m. in the Middle School Gymnasium

**ARTICLE 6: Street Lighting**

Unanimously voted to raise and appropriate the sum of \$12,000.00 for electricity to be used for street lighting, and that the sum and income from the sale of electricity to private consumers 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 the amount for such expenses, as the Electric Light Board may determine, it shall be transferred to the Construction Fund or other 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 7: Police Department Major Equipment Repair**

Unanimously voted to raise and appropriate the sum of \$36,457.00 to add to the Police Department's Major Equipment/Repair Account for the purchase, lease and/or repair of capital equipment.

**ARTICLE 8: High School Alarm System**

Unanimously voted to raise and appropriate the sum of \$30,000.00 to provide for a security alarm system at Littleton High School; provided, however, that this appropriation shall not take effect unless the Town votes by ballot to approve a capital expenditure exclusion authorizing the assessment of this amount as additional real estate and personal property taxes in excess of the limits on total taxes imposed by Chapter 59, section 21C of the General Laws.

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**ARTICLE 9: High School Boiler Repair**

No Affirmative Action Taken

**ARTICLE 10: Reuben Hoar Library Door Repair**

Unanimously voted to raise and appropriate the sum of \$2,500.00 to provide for the repair and/or replacement of the entry doors to the Reuben Hoar Library.

**ARTICLE 11: Highway Department Equipment Major Repair**

Unanimously voted to raise and appropriate the sum of \$10,000.00 to add to the Highway Department Major Equipment Repair Account to be used for the purchase of new equipment and/or major repairs to existing equipment.

**ARTICLE 12: Highway Department Capital Equipment**

Unanimously voted to raise and appropriate the sum of \$60,000.00 for the purpose of purchasing new capital equipment for the Highway Department; provided, however, that this appropriation shall not take effect unless the Town votes by ballot to approve a capital expenditure exclusion authorizing the assessment of this amount as additional real estate and personal property taxes in excess of the limits on total taxes imposed by Chapter 59, section 21C of the General Laws.

**ARTICLE 13: Road Repair**

Unanimously voted to raise and appropriate the sum of \$20,000.00 for the Road Repair account.

**ARTICLE 14: Fuel Station Repair**

Unanimously voted to raise and appropriate the sum of \$22,000.00 to be used for repairs to the existing fuel station.

**ARTICLE 15: Household Hazardous Waste Collection**

Unanimously voted to raise and appropriate the sum of \$5,000.00 in order to provide for the Town's share of a Household Hazardous Waste Collection.

**ARTICLE 16: Information Technology Capital Equipment**

Unanimously voted to raise and appropriate the sum of \$16,959.00 for the purpose of funding information technology capital equipment for the Town.

**ARTICLE 17: Town Code and Assessor Map Updates**

Unanimously voted to raise and appropriate the sum of \$6,000.00 for the purpose of purchasing updates to the Code of the Town of Littleton and the Assessors Maps.

**ARTICLE 18: Conservation Land Hours**

Unanimously voted to amend §77-1 of the Littleton Code as follows:

“All people are welcome to enjoy themselves upon the lands under the control of the Littleton Conservation Commission from thirty minutes before sunrise to thirty minutes after sunset.”

**ARTICLE 19: Wetland Bylaw Amendment**

Article defeated.

**ARTICLE 20: Cemetery Land Purchase**

Unanimously voted to authorize the Board of Selectmen to acquire in fee, by purchase, eminent domain or otherwise, a certain parcel of land for the enlargement of Westlawn Cemetery located on the westerly side of Hartwell Avenue in the Town of Littleton, totaling approximately 8.18 acres; said parcel is shown

as Parcel "C" on a plan of land entitled "Land in Littleton, Mass. Surveyed for Charlotte T. Hartwell", dated April 2005, prepared by David E. Ross Associates, Inc., Plan No. L-9292, also being a portion of Assessors Map R-17, Parcels 3 and 7; and that the sum of \$375,625.60 be and hereby is appropriated to pay costs and that for the appropriation, the Town Treasurer, with the approval of the Selectmen is hereby authorized to borrow said amount under and pursuant to Chapter 44, section 7(20) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any bonds or notes issued pursuant to this vote are intended to be repaid in the first instance from amount in the Cemetery Perpetual Care Fund, but in accordance with the Massachusetts General Laws, any such bonds or notes shall nevertheless constitute general obligations of the Town.

**ARTICLE 21: Lake Clean-up**

Unanimously voted that the sum of \$140,000.00 be and hereby is appropriated to pay costs of the in-lake management and eradication of invasive plant species in Spectacle Pond, Long Lake and the pond located in the Newtown Hill Conservation Land, and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Selectmen is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7(27) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any bonds or notes issued pursuant to this vote are intended to be repaid in the first instance from amounts in the Spectacle Pond Telecomm Tower Lease Fund, but in accordance with the Massachusetts General Laws, any such bonds or notes shall nevertheless constitute general obligations of the Town.

**ARTICLE 22: Dog License Fees**

Unanimously voted to amend the Code of the Town of Littleton, Chapter 84 "Dogs and Other Animals" by striking Section 84-1 "Dog Licenses" in its entirety and replacing it with the following:

**Sect. 84-1 Dog Licenses**

The fees for all dog licenses shall be as follows:

Type of Dog	Fee
Male	\$15.00
Female	\$15.00
Spayed Female	\$10.00
Neutered Male	\$10.00
Dogs Licensed After April 1	\$25.00

Dogs must be licensed prior to April 1<sup>st</sup> every year. The owner or keeper of any dog determined to be unlicensed after May 30th will be subject to a \$25.00 late fee in addition to the dog license fee.

**ARTICLE 23: Town Clerk Fee Schedule**

Unanimously voted to amend the fee schedule for the Office of the Town Clerk, consistent with the fees authorized by Chapter 262, Section 34, Clauses 1 through 79 of the General Laws as follows:

CLAUSE	DESCRIPTION	CURRENT FEE	PROPOSED NEW FEE
1	Filing and indexing assignment for the benefit of creditors	\$ 10.00	10.00
11	Entering amendment of a record of the birth of a child born out of wedlock subsequently legitimized	10.00	20.00
12	Correcting errors in a record of birth	10.00	10.00
13	Furnishing a certificate of a birth	5.00	10.00
13A	Furnishing an abstract copy of a record of birth	4.00	10.00

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14	Entering delayed record of birth	10.00	10.00
20	Filing certificate of a person conducting business under any title other than his real name	20.00	30.00
21	Filing by a person conducting business under any title other than his real name of a statement of change of his residence, or his discontinuance, retirement or withdrawal from or change of location of such business	10.00	20.00
22	Furnishing certified copy of certificate of person conducting business under any title other than his real name or a statement by such person of his discontinuance, retirement or withdrawal from such business	5.00	5.00
24	Recording the name and address, the date and number of the certificate issued to a person registered for the practice of podiatry in the Commonwealth	20.00	20.00
29	Correcting errors in a record of death	10.00	10.00
30	Furnishing a certificate of death	5.00	10.00
30A	Furnishing an abstract copy of a record of death	4.00	10.00
42	Entering notice of intention of marriage and issuing certificates thereof	15.00	25.00
44	Issuing certificate of marriage	5.00	10.00
44A	Furnishing an abstract copy of a record of marriage	4.00	10.00
45	Correcting errors in a record of marriage	10.00	20.00
57	Recording certificate of registration granted to a person to engage in the practice of optometry or issuing a certified copy thereof	20.00	20.00
58	Recording the name of the owner of a certificate of registration as a physician or an osteopath in the Commonwealth	20.00	20.00
62	Recording order granting locations of poles, piers, abutments or conduits, alterations or transfers thereof, and increase in number of wires and cable or attachments under the provisions of Sec. 22 of Chapter 166	40.00 flat rate 10.00 add'l streets	40.00 10.00
66	Examining records or papers relating to birth, marriage or deaths upon the application of any person, the actual expense thereof, but not less than	5.00	5.00
67	Copying any manuscript or record pertaining to a birth, marriage or death	5.00 per page	5.00/page
75	Filing a copy of written instrument or declaration of trust by trustees of an association or trust, or any amendment thereof as provided by Sec. 2, Ch. 182	20.00	20.00
79	Recording any other documents	10.00 1st page 2.00 add'l page	10.00 2.00

ARTICLE 24: Inter-municipal Agreement

No Affirmative Action Taken

**ARTICLE 25: Over 55 Housing Bylaw**

No Affirmative Action Taken

**ARTICLE 26: Entrance to Littleton High School**

Unanimously voted to authorize the Selectmen to acquire in fee by purchase, gift, eminent domain or otherwise portions of two parcels of land at 50 (Assessors' Map U42, Parcel 4) and 62-64 King Street (Assessors' Map U42, Parcel 6), respectively, in order to provide for roadway, safety and access improvements to King Street at the entrance to Littleton High School, as shown on a plan entitled, "Route 2A/110 Traffic Improvements, Littleton High School Turn Lane", prepared for the Massachusetts Highway Department by The Berkshire Design Group, Inc., 4 Allen Drive, Northampton, Mass., dated May 10, 2004.

**ARTICLE 27: Appointed Treasurer**

No Affirmative Action Taken

**ARTICLE 28: Appointed Tax Collector**

No Affirmative Action Taken

**ARTICLE 29: Board of Appeals**

Unanimously voted to amend Chapter 64 of the Code of the Town of Littleton, by striking sections 64-2 and 64-3 there from and replacing them with the following:

**64-2 Establishment of Board**

A Board of Appeals is established, to consist of five members to be appointed by the Selectmen.

**64-3 Associate Members**

The Board of Selectmen may appoint associate members to the Board of Appeals. If any member is unable to sit on the board in case of absence, inability to act, or conflict of interest, or because of a vacancy on the board, the chairman of the Board of Appeals may designate an associate to sit and such associate shall have all the powers conferred upon a regular member.

**ARTICLE 30: Bumblebee Lane Acceptance**

Unanimously voted to accept, as a Town way, the layout out by the Board of Selectmen of the private way known as "Bumblebee Lane", forty feet (40') in width, from the southerly sideline of Harwood Avenue, a distance of 500 feet, more or less, in an southerly direction, this being the entire road as shown on definitive subdivision plan entitled "Definitive Residential Subdivision Plan of Land, Plan of Lots, Meadow View, Open Space Development", recorded with the Middlesex Registry of Deeds at Plan #757 of 2002, Doc. No. 769, said street more particularly described as follows:

BEGINNING AT a stone bound with drill hole set on the sideline of Harwood Avenue, a public way. Said bound was set 141.98 feet southeasterly of a stone bound marking the southwesterly layout line of said Harwood Avenue. Thence;

Along a curve to the right 45.44 feet by Parcel B, as shown on said plan, to a stone bound with drill hole set. Said curve has a deflection angle of 86° 47' 35", a radius of 30.00 feet, and a long chord of bearing S 00° 13' 30" E and 41.22 feet to said stone bound with drill hole set; thence

S 43° 10' 18" W and 275.12 feet by said Parcel B to a stone bound with drill hole set; thence

Along a curve to the left 33.10 feet with a deflection angle of 15° 48' 22", and a radius of 120.00 feet by said Parcel B to a stone bound with drill hole set; thence

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S 27° 21' 56" W and 61.77 feet by said Parcel B to a stone bound with drill hole set; thence

Along a curve to the right 47.82 feet with a deflection angle of 34° 14' 43", and a radius of 80.00 feet by said Parcel B to a stone bound with drill hole set; thence

S 61° 36' 39" W and 164.66 feet by said Parcel B to a stone bound with drill hole set; thence

N 34° 43' 47" W and 16.29 feet by said Parcel B to an iron pipe found; thence

S 60° 32' 13" W and 82.60 feet by land now or formerly of Louise R. Kimball and Nancy Lang to a drill hole found on a stonewall; thence

S 80° 38' 05" W and 38.51 feet along a stonewall by land now or formerly of Louise R. Kimball and Nancy Lang to a drill hole found; thence

S 70° 19' 08" W and 5.62 feet along a stonewall by land now or formerly of Louise R. Kimball and Nancy Lang to a point, said point being witnessed by a stone bound with drill hole set which bears S 20° 03' 58" E and 3.40 feet away; thence

S 20° 03' 58" E and 71.69 feet by Lot 6 and by Lot 5, as shown on said plan, to a stone bound with drill hole set; thence

S 78° 23' 52" E and 40.00 feet by Lot 4, as shown on said plan, to a stone bound with drill hole set; thence

Along a non-tangential curve to the right 69.83 feet by Lot 3, as shown on said plan to a stone bound with drill hole set. Said curve has a deflection angle of 50° 00' 31", a radius of 80.00 feet, and a long chord of bearing N 36° 36' 23" E and 67.63 feet to said stone bound with drill hole set; thence

N 61° 36' 39" E and 209.45 feet by Lot 2 and by Lot 1, as shown on said plan, to a railroad spike with punch mark set in pavement; thence

Along a curve to the left 71.72 feet with a deflection angle of 34° 14' 43", and a radius of 120.00 feet by Lot 1 and by Parcel A, as shown on said plan, to a stone bound with drill hole set; thence

N 27° 21' 56" E and 61.77 feet by said Parcel A to a stone bound with drill hole set; thence

Along a curve to the right 22.07 feet with a deflection angle of 15° 48' 22", and a radius of 80.00 feet by said Parcel A to a stone bound with drill hole set; thence

N 43° 10' 18" E and 276.80 feet by said Parcel A to a stone bound with drill hole set; thence

Along a curve to the right 44.44 feet with a deflection angle of 84° 51' 57", and a radius of 30.00 feet by said Parcel A to a stone bound with drill hole set on the southwesterly sideline of Harwood Avenue; thence

Along a non-tangential curve to the right by the sideline of Harwood Avenue 95.74 feet with a deflection angle of 08° 20' 28", a radius of 657.61 feet, and a long chord of bearing N 47° 47' 32" W and 95.65 feet to the POINT OF BEGINNING;

and to authorize the Board of Selectmen to acquire by eminent domain or otherwise, the land and easements for drainage, utility, or other purposes, all as shown on a plan entitled: "Road Layout Acceptance Bumblebee Lane Littleton, Mass", dated Nov. 10, 2004, rev. April 26, 2005, by Goldsmith, Prest & Ringwall, Inc., said street having been constructed to the satisfaction of the Planning Board, and name said street "Bumblebee Lane.

ARTICLE 31: Farmstead Way Acceptance

Unanimously voted to accept, as a Town way, the layout out by the Board of Selectmen of the private way known as "Farmstead Way", 40 feet in width, from the southerly sideline of King Street (Route 110), a distance of 850 feet, more or less, in a southerly direction, this being the entire road as shown on a

definitive subdivision plan entitled "On The Farm", dated March, 1994, by David E. Ross Associates, Inc., recorded with the Middlesex Registry of Deeds at Plan #1049 of 1994, Doc. #783, Book 24952, Page 224, said street more particularly described as follows:

Beginning at a point on the southerly sideline of King Street (Route 110) at Lot 1 being southwesterly of a MHB along a curve concave to the northwest having a radius of five thousand six hundred sixty and 00/100 (5,660.00') feet, an arc length of seventy one and 96/100 (71.96') feet;

THENCE southeasterly by Lot 1 along a curve concave to the southeast having a radius of thirty and 00/100 (30.00') feet, an arc length of forty one and 87/100 (41.87') feet to a point;

THENCE S27-40-00E by Lot 1 one hundred forty seven and 18/100 (147.18') feet to a concrete bound;

THENCE southeasterly by Lot 1 along a curve concave to the northeast having a radius of two hundred twenty nine and 00/100 (229.00') feet, an arc length of one hundred twenty three and 90/100 (123.90') feet to a concrete bound at the corner of Lot 1 and Lot 2;

THENCE S58-40-00E by Lot 2 and Lot 3 two hundred fifty four and 90/100 (254.90') feet to a concrete bound;

THENCE southeasterly by Lot 3 and Lot 4 along a curve concave to the southwest having a radius of two hundred thirty three and 63/100 (233.63') feet an arc length of one hundred eighty five and 53/100 (185.53') feet, to an iron rod;

THENCE southeasterly by Lot 4 along a curve concave to the northeast having a radius of twenty and 00/100 (20.00') feet, an arc length of twenty and 65/100 (20.65') feet to a concrete bound;

THENCE southeasterly, southwesterly, northwesterly and northeasterly by Lot 4, Lot 5 and Lot 6 along a curve concave to the northwest having a radius of sixty and 00/100 (60.00') feet, an arc length of three hundred twelve and 42/100 (312.42') feet to a concrete bound;

THENCE northwesterly by Lot 6 along a curve concave to the northwest having a radius of twenty and 00/100 (20.00') feet, an arc length of twenty and 65/100 (20.65') feet to a concrete bound;

THENCE northwesterly by Lot 6 and Lot 7 along a curve concave to the southwest having a radius of one hundred ninety one and 63/100 (191.63') feet, an arc length of one hundred fifty two and 18/100 (152.18') feet to a concrete bound;

THENCE N58-40-00W by Lot 7 and Lot 8 two hundred fifty four and 90/100 (254.90') feet to a concrete bound;

THENCE northwesterly by Lot 8 along a curve concave to the northeast having a radius of two hundred seventy one and 00/100 (271.00') feet, an arc length of one hundred forty six and 62/100 (146.62') feet to a concrete bound;

THENCE N27-40-00W by Lot 8 one hundred thirty and 07/100 (130.07') feet to a concrete bound;

THENCE northwesterly by Lot 8 along a curve concave to the southwest having a radius of thirty and 00/100 (30.00') feet an arc length of fifty one and 83/100 (51.83') feet to a concrete bound on the southerly sideline of King Street;

THENCE northeasterly by said King Street along a curve concave to the northwest having a radius of five thousand six hundred sixty and 00/100 (5,660.00') feet an arc length of one hundred two and 89/100 (102.89') feet to the point of beginning;

and to authorize the Board of Selectmen to acquire by eminent domain or otherwise, the land and easements for drainage, utility, or other purposes, all as shown on a plan entitled: "As-Built Plan of Farmstead Way-Littleton, Mass", dated Nov. 2004, rev. 1/20/05 by David E. Ross Associates, Inc., said

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street having been constructed to the satisfaction of the Planning Board, and to name said street "Farmstead Way."

ARTICLE 32: Village Lane Acceptance

Unanimously voted to accept, as a Town way, the layout out by the Board of Selectmen of the private way known as "Village Lane", forty feet (40') in width, from the southerly sideline of King Street (Route 110), a distance of 500 feet, more or less, in an southerly direction, this being the entire road as shown on definitive subdivision plan entitled "Center Village-Definitive Subdivision of Land in Littleton, Mass. Prepared for J & D Realty Trust", dated August, 1999 by David E. Ross Associates, Inc., recorded with the Middlesex Registry of Deeds at Plan #1331 of 1999, Doc. No. 114, Book 30900, Page 213; said street more particularly described as follows:

BEGINNING at a stone bound on the southerly sideline of King Street (Route 110) at Lot 1;

THENCE southeasterly by Lot 1 along a curve concave to the southwest having a radius of thirty and 00/100 (30.00') feet, an arc length of fifty five and 17/100 (55.17') feet to a stone bound;

THENCE S18-39-18E by Lot 1 seventy six and 25/100 (76.25') feet to a stone bound;

THENCE southeasterly and southwesterly by Lot 1 along a curve concave to the northwest having a radius of eighty and 00/100 (80.00') feet, an arc length of one hundred two and 18/100 (102.18') feet to a PK nail set in a driveway;

THENCE southwesterly by Lot 1 along a curve concave to the southeast having a radius of one hundred twenty and 00/100 (120.00') feet, an arc length of eighty two and 60/100 (82.60') feet to a stone bound;

THENCE S15-05-12W by Lot 1 forty three and 03/100 (43.03') feet to a stone bound;

THENCE southwesterly by Lot 1 along a curve concave to the northwest having a radius of thirty and 00/100 (30.00') feet, an arc length of thirty five and 59/100 (35.59') feet to a stone bound at a corner of Lot 1 and Lot 2;

THENCE southwesterly, southeasterly, northeasterly and northwesterly by Lot 2 and Lot 3 along a curve concave to the northeast having a radius of sixty and 00/100 (60.00') feet, an arc length of two hundred ninety nine and 85/100 (299.85') feet to a stone bound at a corner of Lot 3 and Lot 4;

THENCE northeasterly by Lot 4 along a curve concave to the northeast having a radius of fifty and 00/100 (50.00') feet, an arc length of thirty three and 48/100 (33.48') feet to a stone bound;

THENCE N15-05-12E by Lot 4 fifty eight and 18/100 (58.18') feet to a stone bound;

THENCE northeasterly by Lot 4 along a curve concave to the southeast having a radius of eighty and 00/100 (80.00') feet, an arc length of fifty five and 06/100 (55.06') feet to a stone bound;

THENCE northeasterly and northwesterly by Lot 4 along a curve concave to the northwest having a radius of one hundred twenty and 00/100 (120.00') feet, an arc length of one hundred fifty three and 26/100 (153.26') feet to a stone bound;

THENCE N18-39-18W by Lot 4 one hundred seven and 56/100 (107.56') feet to a stone bound;

THENCE northeasterly by Lot 4 along a curve concave to the southeast having a radius of twenty five and 00/100 (25.00') feet, an arc length of thirty two and 50/100 (32.50') feet to a stone bound on the southerly sideline of King Street;

THENCE southwesterly by said King Street along a curve concave to the northwest having a radius of five thousand six hundred sixty and 00/100 (5,660.00') feet, an arc length of fifteen and 16/100 (15.16') feet to a point;

THENCE S55-58-55W by said King Street eighty four and 67/100 (84.67') feet to the point of beginning.

and to authorize the Board of Selectmen to acquire by eminent domain or otherwise, the land and easements for drainage, utility, or other purposes, all as shown on a plan entitled: "As-Built Plan of Village Lane in Littleton, Mass.", dated December, 2004, by David E. Ross Associates, Inc., said street having been constructed to the satisfaction of the Planning Board, and name said street "Village Lane."

**ARTICLE 33:** Revolving Funds

Unanimously voted to reauthorize the following revolving funds in Fiscal Year 2006 pursuant to Chapter 44, Section 53E 1/2 of the General Laws, for the purpose of receiving monies and making disbursements in connection with the administration of these offices and programs:

Department	Programs	Receipts	Expenditure Limits
Building	Compensate Wiring,	Wiring,	\$75,000.00
Commissioner	Plumbing Inspectors	Plumbing Fees	
Town Clerk	Enforcement of Dog Bylaw (Ch. 84) fees, Fines	Dog License	\$10,000.00
Cemetery Comm.	Administrative Costs	Sales of lots, Grave openings	\$15,000.00
Fire Department	Ambulance Service Costs	Ambulance Fees	\$10,000.00
	Fire Department Alarm Box Repair Costs	Alarm Box Fees	\$10,000.00
Fire Department	CPR Course Costs	CPR Course Fees	\$5,000.00
Sealer of Weights	Compensate Sealer	Sealer's Fees	\$3,000.00
And Measures			

**ARTICLE 34:** Compensating Balances

Moved and seconded by the Selectmen that the Town vote to authorize the Town Treasurer to enter into compensating balance agreements during Fiscal Year 2006, as permitted by Chapter 44, Section 53F of the General Laws.

**ARTICLE 35:** Tax Exemptions

Unanimously voted to accept the provisions of Chapter 73, Section 4 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to allow an additional 20% property tax exemption, but not to exceed 100% property tax exemption for Fiscal Year 2006, for those who qualify under Chapter 59, Section 5 of the General Laws.

**ARTICLE 36:** Stabilization Fund

No Affirmative Action Taken

**ARTICLE 37:** Unemployment Account

Unanimously voted to raise and appropriate the sum of \$120,000.00 to add to the Unemployment Account.

Annual Town Meeting Dissolved at 9:05 p.m.

Attest A True Copy

**LINDA A. KNUPP, TOWN CLERK**

***SPECIAL ELECTION - JUNE 18, 2005***

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 box was examined by the Constable and presiding officer, set at 0, and so recorded. The polls closed at 8:00 p.m.

Town of Littleton

**“OVERRIDE REFERENDUM”**

Total Votes Cast:	2,530
Precinct 1	893
Precinct 2	894
Precinct 3	743

QUESTION 1. Shall the Town of Littleton be allowed to assess an additional \$1,575,000.00 in real estate and personal property taxes for the purposes of funding the following departmental expenses: School Department (\$1,099,402.00), Public Safety (\$138,117.00), Highway (\$120,882.00) and General Government (\$78,378.00) for the fiscal year beginning July 1, 2005?

YES	1,332
NO	1,196
BLANK	2
TOTAL VOTES CAST	2,530

QUESTION 2. Shall the Town of Littleton be allowed to assess an additional \$60,000.00 in real estate and personal property taxes for the purpose of purchasing new capital equipment for the Highway Department for the fiscal year beginning July 1, 2005?

YES	1,209
NO	1,308
BLANK	13
TOTAL VOTES CAST	2,530

Attest: A True Copy

LINDA A. KNUPP, Town Clerk

***SPECIAL TOWN MEETING - TUESDAY, NOVEMBER 8, 2005***

Moderator Charles F. Kaye called the Special Town Meeting to order at 7:00 p.m. in the gymnasium of the Russell Street Elementary School. Mr. Kaye recognized the volunteer efforts of Yvonne Russell for the painting of the gymnasium. Paul Glavey, Chairman of the Board of Selectmen, presented a plaque to Bruce Larsen in recognition of his service to the Town in the position of Acting Fire Chief. Mr. Glavey then introduced Steven Carter the new Fire Chief. Mr. Kaye also commented on this being the 286<sup>th</sup> town meeting held in Littleton.

**ARTICLE 1:** Prior Year Bills

Unanimously voted to transfer the sum of \$22,584.70 to pay the following prior year bills:

<b>VENDOR</b>	<b>AMOUNT</b>	<b>TRANSFER FROM ACCT. NO.</b>
Lowell Sun	\$ 147.20	#100-512-52010, Board of Health expenses
Accept Education Collaborative	\$3,276.00	#100-301-52760, NVTHS Assessment
	(\$2,371.00)	#200-2005, Shattuck St. Rental (\$905.00)
Behavioral Intervention Services	\$8,000.00	#220-2010, School Choice funds
Minuteman Reg. Voc. High School	\$9,207.50	#100-301-52760, NVTHS Assessment
Mass. Division of Standards	\$1,750.00	#100-191-52440, Facilities expenses
Michele Osmond	\$ 204.00	#100-420-52240, Highway Dept. expenses
	\$22,584.70	

**ARTICLE 2:** Amend Article 4 of the May 2005 Annual Town Meeting

Unanimously voted to amend Article 4 of the 2005 Annual Town Meeting by transferring the sum of \$24,800.00 from available funds in the following departments to remedy the shortfall that would otherwise exist in certain budgetary line items:

<b>TRANSFER FROM LINE ITEM</b>	<b>AMOUNT</b>	<b>TRANSFER TO LINE ITEM</b>
32 – Fire Department Expenses	\$11,000.00	31 – Fire Department Salaries
27 – Reserve Fund	\$8,000.00	38 – Building Dept. Salaries and Wages
27 – Reserve Fund	<u>\$5,800.00</u>	24 - Planning Board Salaries and Wages
	\$24,800.00	

**ARTICLE 3:** Adjustments to Article 4 of the May 2005 Annual Town Meeting

Unanimously voted to amend Article 4 of the 2005 Annual Town Meeting by making the following appropriations, transfers, amendments and adjustments:

Line item adjustments

Line item 16, Short Term interest, increase the appropriation by \$3,558.33 from \$150,041.67 to \$153,600.00.

Line item 27, Reserve Fund, increase the appropriation by \$80,000.00 from \$75,755.00 to \$155,755.00.

Line item 79, Debt and interest, decrease the appropriation by \$158,582.79 from \$4,095,889.73 to \$3,937,306.94.

Water Department – Debt service, decrease the appropriation by \$19,057.00 from \$469,834.00 to \$450,777.00

Transfer Adjustments

Under line item 32, Fire Dept. expenses, rescind the transfer of \$170,000.00 from Acct. No. 200-2022, Ambulance receipts and vote a new transfer of \$170,000.00 from Acct. No. 200-2022, Ambulance receipts.

Under line item 53, Cemetery expenses, rescind the transfer of \$8,000.00 from Acct. No. 200-2019, Sale of lots and vote a new transfer of \$8,000.00 from Acct. No. 200-2019, Sale of lots.

Under line item 79, Debt and interest, vote an additional transfer of \$7,512.21 from Acct. No. 703-7300, Cemetery Perpetual Care Trust.

Under line item 79, Debt and interest, amend the transfer from the Stabilization Fund by decreasing it by \$100,000.00 from \$922,267.00 to \$822,267.00.

Under line item 79, Debt and interest, rescind the transfer of \$170,625.00 from Conservation Cell Tower funds and vote to transfer the sums of \$40,000.00 from Acct. No. 200-2206, Oak Hill Cell Tower fund and \$66,304.00 from Acct. No. 200-2207, Newtown Hill Cell Tower fund.

Transfer the sum of \$12,397.64 from the following accounts to Line item 16, Short Term interest, in order to cover increased short term borrowing costs:

<b>Acct. No.</b>	<b>Description</b>	<b>Amount</b>
138-060355	Police Station	\$ 7,332.15
138-060362	H.S. Arch. Fees	\$ 4,625.37
138-060402	Nashoba Rd. land	\$ 409.84
138-060423	Prouty land	<u>\$ 30.28</u>
		\$12,397.64

Transfer the sum of \$17,636.79 from Acct. No. 138-060421, FY04 Unemployment fund, to Acct. No. 138-60438, FY06 Unemployment fund, to cover an anticipated shortfall in that account.

**ARTICLE 4:** Over-55 Housing Zoning Change

Town of Littleton

Voted by the necessary two-thirds, 134 in favor 28 opposed, to amend Chapter 173 of the Code of the Town of Littleton, “Zoning”, by adding the following new article:

Article XXIII Over 55 Housing Developments

§173-145 Definitions:

Affordable Dwelling Unit – A dwelling unit, the value of which is determined by the Department of Housing and Community Development (DHCD) to be affordable by a moderate income family and thus to be included in DHCD’s Subsidized Housing Inventory of moderate income housing Dwelling Units for the purpose of compliance with the provisions of Massachusetts General Laws Chapter 40B, Sections 20 through 23.

Low-Income Dwelling Unit – A dwelling unit, the value of which is determined by the Department of Housing and Community Development (DHCD) to be affordable by a low-income family and thus to be included in DHCD’s Subsidized Housing Inventory of moderate income housing Dwelling Units for the purpose of compliance with the provisions of Massachusetts General Laws Chapter 40B, Sections 20 through 23.

Moderate Income – Household income not exceeding eighty (80) percent of the median income, with adjustments for household size, as reported by the most recent information from the DHCD.

Low-Income – Household income not exceeding fifty (50) percent of the median income, with adjustments for household size, as reported by the most recent information from the DHCD.

§173-146 Purpose:

The purpose of this article is to accommodate the need for market rate, affordable, and low income housing in Littleton for those age 55 and older.

§ 173-147 Special permit:

A. The Littleton Planning Board is hereby designated the Special Permit Granting Authority (SPGA) to grant Special Permits for development under the provisions of this Article.

B. The SPGA may grant a Special Permit for development of a qualified parcel of land in a unified manner as an Over-55 Development.

C. The SPGA may grant a special permit for an over 55 housing development only upon finding that such use is in harmony with the general purpose and intent of the Zoning Bylaw and the proposal meets the specific provisions set forth under this bylaw. In granting the special permit, the SPGA may also adopt conditions, safeguards, and limitations concerning the use of the property associated therewith, including limitations on open space use.

§173-148 Applicability:

Uses – Structures within an Over-55 Development shall contain residential dwelling units, at least one occupant of which is fifty-five (55) years of age or older (“Senior Resident”). All units shall be subject to Restrictive Covenants mandating said restriction, approved as to form by Town Counsel, recorded within the chain of title, which shall be enforceable by a Homeowners Association comprised of the owners of the units within the development. Said restriction shall also be enforceable by the Town as a condition for compliance with this zoning bylaw.

Occupancy – Each Dwelling Unit in an Over-55 Development shall be occupied by at least one person age fifty-five (55) or older. Children under the age of eighteen (18) may not reside in a dwelling unit of an Over-55 Development for more than six (6) months in any nine (9) month period.

All residential projects involving the development of five (5) acres or more of land may submit an application for over-55 housing development that conforms to the requirements of this section.

The Planning Board will either approve the over 55 housing development concept or permit the applicant to withdraw the application in order to investigate other development concepts allowed under the zoning bylaw.

**§ 173-149 Approval:**

Approval of an over 55 housing development shall be contingent upon satisfying additional criteria as follows:

**Density:** The parcel being proposed for development can have no more than three (3) times the number of units than could be constructed with a conventional subdivision or ANR lot(s) in accordance with the Zoning Bylaws with 75% being market rate and 25% being affordable or no more than four (4) times the number of units that could be constructed with a conventional subdivision in accordance with the Zoning Bylaw with 75% being market rate, 15% being affordable, and 10% being low income.

**Unit Size:** All units will be two bedrooms or less. Total floor area for each unit excluding basement, garage, and deck shall not exceed 1500 square feet per unit. No change in the original footprint of the living space is permitted.

**Unit Layout:** Living space (i.e., kitchen, living and/or dining room) and one bedroom must be on the ground floor.

**Dwelling units:** The units can be single-family detached or two-family. All two-family units shall have a single-family appearance. The maximum percentage of duplexes in a development shall not exceed 50%.

A Homeowners' Association or a Management Company must be formed which would have the legal responsibility for the management and maintenance of the development. The responsibility would include but is not limited to exterior maintenance of buildings, maintenance of driveways and/or parking lots, landscaping maintenance and maintenance of common utilities. In addition, the Homeowners' Association or Management Company would accept responsibility for the maintenance of any Open Space if the Open Space is conveyed to a corporation or trust either of which is composed of the unit owners.

**Development Layout:** Developers are encouraged to present creative layouts that address the town's need for open space.

**§ 173-150 Procedure:**

Applications for an over 55 housing development Special Permit shall be submitted in accordance with the submission requirements specified below.

**Pre-application Review:** Before submitting a formal application for a Special Permit under this Article, the applicant is encouraged to meet with the Planning Board, Board of Health, Conservation Commission, Housing Committee and Board of Selectmen to present the general concept of the development, and hear the concerns of the town officials that should be considered in the design of the development.

**Site Plan Review:** An application for Over 55 Special Permit shall be subject to site plan review under §173-16.

**Request for Determination:** A Request for Determination shall be submitted to the Littleton Conservation Commission prior to or concurrent with the submittal of the Special Permit Application to the SPGA.

**Special Permit Submission:** The Applicant shall provide the SPGA with ten (10) sets of a completed application, meeting the submissions requirements of this section. The SPGA shall submit such application to the Board of Health, Conservation Commission, Board of Selectmen, Fire Department, Police Department, Tree Warden, and Highway Department for review and comment. Each board shall have thirty-five (35) days after receipt of the applications to complete such review and submit written comments.

**§173-151 Submission Requirements:**

- A. A development statement describing the development program, including number of units, types of units, floor area, tabulation of floor area, number of bedrooms, ground coverage, number of low-income units, areas of residential development and common open space as percentages of the total open space area.
- B. A preliminary environmental analysis as defined by the Planning Board Subdivision Rules and Regulations for a Preliminary Subdivision.
- C. Development plans including the following:

Conventional Subdivision Plan with sufficient detail, as determined by the Planning Board, to determine the number of dwellings that could be constructed using conventional subdivision layout and in accordance with the Zoning Bylaws.

Overall site plan prepared by a registered professional engineer showing locus, existing and proposed topography, all structures to be built or retained. All principal drives, driveways, parking areas, paths and trails, utilities, drainage system, stone wall, sidewalks, property lines, landscaping, community facilities serving the development, and common open spaces, as well as any other information that would be useful to illustrate the proposal.

Drawings illustrating the design of buildings and clusters of buildings, and special features of the development.

Perspective drawings illustrating views from existing public roads abutting the site after the completion of development.

Typical elevation of proposed structures at a scale of 1/8 inch equals one foot.

Typical floor plans at a scale of one-fourth (1/4) inch equal one foot.

Detailed plans, at a scale of one inch equal forty (40) feet, of all vehicular entrances to the site, all parking areas and access lanes, and community center sites.

Conceptual plans for treatment and disposal of sanitary sewage including locations of and sizes of leaching fields, and reports of subsurface investigations of groundwater and soil conditions in proposed leaching areas.

General analysis of the effect of the development on surface water flow to offsite or nearby wetlands.

Plans for water supply and distribution sufficient to show the source of water, location and size of storage and distributions facilities, and provisions for fire protection.

Landscape plan indicating the number and type of vegetation being utilized to buffer the disturbed portion of the development.

- D. Planned use of and access to any open space.

All roadway and utility design, layout, length, and construction must conform to the Subdivision regulations. One building per lot is allowed.

F. Marketing Program including anticipated price schedule of units, target market sectors, and anticipated timing of development and sales. Market studies prepared by outside consultants are strongly recommended, but not required.

G. Construction schedule, including staging program if applicable, with estimated start and finish dates of each stage, anticipated completion date of community facilities serving the development, and planned completion date of the entire development.

H. Management program outlining the community organization, if any, and the transition procedure from developer management to community association management, if applicable.

I. Development team qualification, including names, addresses and resumes of the development company, development managers, architects, engineers, landscape architects, land planners, other consultants and participants, and all general partners. Resumes must include lists of all developments in progress or completed within five years by each participant.

J. Financial program, including names and addresses of participating financial institutions, a description of the type of sources of equity funding, and bank references for the developers and general partners.

K. A list of all property owners of the over 55 housing development tract, and proof of site control by the developer. Proof of site control may include deeds, option agreements, purchase and sale agreements, development partnership agreements, or other documents that establish the right of the developer to plan and develop the property if granted a Special Permit.

**§173-152 Design Criteria:**

A. In an over 55 housing development, dwellings and accessory buildings should be arranged in groups that do not detract from the ecological and visual qualities of the environment, and are harmonious with the existing neighborhood. The review shall consider whether the size of the planned open space is such that preservation of desirable open space of the vicinity is maximized.

B. In the event that there is open space in this development, prior to the granting of a Special Permit under this Article, the developer shall execute and deliver to the SPGA a binding agreement, which may state that it is contingent on the granting of the permit to convey and restrict the open space in accordance with the terms of the Special Permit.

**§173-153 Design requirements:**

The Planning Board may approve a site plan that meets the Littleton Subdivision Regulations and applicable Zoning Bylaws. All waivers from the Subdivision Regulations must be requested in writing at the time of submission.

**Dimensional Requirements:**

Minimum Tract of Land Area to be developed	5 acres
Minimum Frontage of Lot	20 feet
Lot Area	No Minimum Required
Minimum Side and Rear yards	No Minimum Required
Minimum separation between buildings and/or structures	20 feet
Lot Shape Ratio	No Minimum Required
Minimum setback of buildings, pavement areas other than street and walkways from all boundaries of the tract of land	25 feet
Maximum height of Principal and Accessory structures	32 feet
Height	The Height at any point shall not be

	more than one-half of the horizontal distance from any boundary of the open space of any pre-existing public way
Maximum Density – all Affordable Units	3 Dwelling Units per one residential unit allowed under a conventional subdivision, with 75% market rate and 25% affordable
Maximum Density – Affordable Units plus Low-Income Units	4 Dwelling Units per one residential unit allowed under a conventional subdivision, with 75% market rate, 15% affordable, and 10% low income
Maximum dwelling units per building	2 for no more than 50%
Building Setback from pre-existing Public Way	35 feet
Maximum Total impervious area	30 percent
Maximum number of dwelling units to be constructed from all over-55 developments in one year	40 dwelling units

**§173-154 Ownership.**

An over 55 housing development tract may include contiguous parcels of land separately owned by different persons or entities who have agreed that the entire tract shall be subject to all of the provisions and stipulations of the Special Permit as if it were a single development.

**§173-155 Open Space.**

If applicable, provisions shall be made in the open space trust arrangements to allow and encourage the use of open space for active agriculture, forestry, or passive recreation.

**§173-156 Allowed Uses.**

Community recreation facilities serving the development.

Offices and maintenance facilities for the community association and its management organization.

Construction offices and sales offices until the last approved unit is initially sold or rented.

Normally acceptable accessory uses and facilities incidental to the principal uses.

**§173-157 Peer review:**

The Planning Board may determine that independent review of the plans, legal documentation and/or construction is required. The Board will obtain a quotation for the work required from an engineer and/or attorney of its choice, and the developer shall deposit funds equal to the amount of the quotation with the Treasurer of the Town of Littleton to pay for this work, in accordance with applicable General Laws, prior to the start of the review.

**§173-158 Decision Criteria:**

In an over 55 housing development, dwellings and accessory buildings should not detract from the ecological and visual qualities of the environment, and should be harmonious with the existing neighborhood.

**§173-159 Compliance with Town Regulations:**

Planning Board may approve or approve with conditions, a Special Permit for an over 55 housing development, provided that the Board determines that the plan complies with all relevant requirements of the Zoning Bylaws and is on balance no less beneficial to the Town than the development likely without such approval, taking into consideration the following, among other concerns.

Preservation of natural resources, especially in relatively large-scale contiguous areas.

Location of development on sites best suited for such and avoiding environmentally fragile locations.

Contribution to meeting housing need.

Protection of water resources through careful location of potential sources of contamination.

Suitability of the development tract to support such a development.

**§173-160 Limitations on Further Division:**

Land shown on a plan for which a permit is granted under this Article may not be further divided and a notation to this effect shall be shown on the plan and shall be a condition of any approvals granted.

**§173-161 Affordable Units:**

A. As part of the Special Permit/Site Plan review, the total number of dwelling units shall be restricted for perpetuity. The restriction shall be approved as to form by legal counsel to the Planning Board, and a right of first refusal upon the transfer of such restricted units shall be granted to the Town of Littleton, Board of Selectmen, for a period not less than 120 days after notice thereof. In the event that an affordable unit becomes a market unit, the profit in excess of the affordable unit shall go to the Town of Littleton. Low-income units, if any, shall be integrated into the overall development so as to prevent the physical segregation of such units.

B. The applicant shall be encouraged to seek designation of all the units as affordable and low-income units which qualify as part of the subsidized housing inventory as approved and compiled by the Department of Housing and Community Development (DHCD).

C. All affordable housing units shall contain a use restriction that meets all requirements under 760 CMR §45.03(5). The owner must additionally agree to be subject to all other requirements under 760 CMR §45.03 including monthly rent limitations under 760 CMR §45.03(3) or initial purchase or resale price limitations under §45.03(4), annual reporting requirements under §45.03(6), and non-discrimination in tenant and buyer selection requirements under §45.03(7). Use restrictions must remain for thirty (30) years for perpetuity or the maximum amount allowed by law for newly constructed units.

D. The Planning Board may require that the Applicant affirmatively take steps to utilize the Littleton Housing Authority, a public agency, a nonprofit agency, limited dividend organization, or other appropriate entity, and through a Local Initiative Program Petition or other similar mechanism or program, cause application to be made to the DHCD, so as to timely furnish all forms and information necessary to promote the designation of those units proposed as affordable and/or low-income units qualifying as part of the subsidized housing inventory. The Planning Board may require submission of application, forms and appropriate information to the DHCD as a condition of approval.

**§173-162 Limit on Units:**

The total number of units allowed under this bylaw, on an annual basis, shall be no more than 40 dwelling units in the Town. The phasing of the development shall be to the satisfaction of the Planning Board.

**§173-163 Impact Fee:**

The developer shall contribute the amount of \$2,000 for each unit approved to the Littleton Council on Aging to aid and assist the elderly community in Littleton.

**§173-164 Lottery Process for Affordable Units:**

The selection of buyers for all affordable units in the development will be done by lottery. It is proposed that seventy percent (70%) of the affordable units will be sold to individuals meeting not only the applicable DHCD guidelines and the requirements of this bylaw but also local preferences. The local preferences will be:

Current residents of Littleton

Immediate family members of Littleton residents

Municipal employees of the Town of Littleton

To enter the lottery, applicants must submit an application form. In the application they will be required to document their income and age eligibility and preference category (if applicable). Once received, the applications will be screened for initial eligibility. Because a large number of applicants are anticipated no further verification of applicant's statements are planned before the lottery.

The Developer in conjunction with the Littleton Housing Authority (LHA) will conduct the lottery in a public place at an advertised date and time. All applicants will be provided an opportunity to inspect an example of the affordable units to be sold.

The lottery will be a multiple pool lottery to address the local preferences to be employed (two pools: local preference and open pool). As such applicants will also be given the opportunity to identify themselves as minorities. After the application deadline has passed, the Developer and LHA will determine the number of local resident minority applicants and the percentage of minority applicants in the local preference pool. If the percentage of minorities in the local preference pool is less than 17.5% the local preference pool will be adjusted accordingly by holding a preliminary lottery to rank all minority applicants. Minority applicants will then be added to the local preference pool in accordance with the ranking established under the preliminary lottery until the percentage of minority applicants in the local preference pool reaches 17.5%.

All applicants will be given registration numbers to allow public monitoring of lottery activities without compromising applicant privacy. Cards with the registration numbers will be placed in all lottery pools for which an applicant can be ranked. The available units will then be assigned to the applicants based on their ranking in each pool. Pending final review and verification of application information of the winning applicants the units will be sold accordingly. In the event an applicant is found to be unqualified or chooses not to purchase the unit, the unit will be assigned to the next applicant in the ranking.

And to amend Littleton Zoning Bylaws, Chapter 173-26, Use Regulation Schedule. A. Principal Uses, Residential, by adding the following to Residential Uses:

Over 55 Housing Development	R P	B N	IA N	IB N
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**ARTICLE 5:** Zoning Change – Parking and Loading Requirements

Unanimously voted to amend Chapter 173 of the Code of the Town of Littleton, Zoning Bylaw, Article VII, Parking and Loading Requirements, Section 173-32 Parking Requirements as follows:

Delete Paragraph B of Section 173-32 in its entirety, and replace with the following:

B. Schedule of parking area requirements. In applying for a building permit or certificate of use and occupancy, the applicant must demonstrate that the following minimums will be met, unless, in performing site plan review (see § 173-16), the Planning Board determines that special circumstances render a lesser provision adequate for all parking needs. If such lesser provision is allowed, the Planning Board may impose such conditions as it deems necessary. Applicant is encouraged to consider shared parking as a possible means of reducing total parking area, subject to Planning Board approval.

- (1) Dwellings: two (2) spaces per dwelling unit.
- (2) Motels, hotels, lodging houses: one (1) space per guest unit, plus one (1) space per employee.
- (3) Retail stores: one (1) space per one hundred fifty (150) square feet of leasable floor area.
- (4) Offices: one (1) space per two hundred fifty (250) square feet of gross floor area, or, if the Planning Board determines that the occupancy can adequately be predicted and controlled, one (1) space per one and twenty-five hundredths (1.25) employees on the largest shift.
- (5) Industrial, wholesale: one (1) space per one and twenty-five hundredths (1.25) employees on the largest shift.
- (6) Restaurants: one (1) space per four (4) seats, plus one (1) space per employee on the larger shift.
- (7) Places of assembly: one (1) space per four (4) seats.
- (8) Hospitals: three (3) spaces per bed.
- (9) Nursing homes: one (1) space per four (4) beds.
- (10) Bowling alleys: four (4) spaces per lane.
- (11) All others: one (1) space per two hundred fifty (250) square feet of gross leasable area.
- (12) Motor Vehicle Service Stations: one (1) space per pump plus one (1) space per employee, plus three (3) spaces per service bay.
- (13) Motor Vehicle Service Station with Retail Store: one (1) space per pump, plus one (1) space per employee, plus three (3) spaces per service bay, plus one (1) space per 50 square feet of gross floor area.
- (14) Self-storage facilities: two (2) spaces per 10,000 square feet of gross floor area.

Add the following to Paragraph C of Section 173-32 regarding parking area design:

(6) To reduce stormwater discharge and improve the attenuation of pollutants, applicants are required to use stormwater control Best Management Practices (BMPs) and Low Impact Development (LID) techniques in parking lot design (i.e., interior landscaping, vegetated/grassy swales, infiltration planters, permeable pavement, rain gardens, etc.).

**ARTICLE 6:** Aquifer and Water Resource District Zoning Change

Voted to postpone indefinitely by a vote of 91 in favor and 58 opposed to amend Chapter 173 of the Code of the Town of Littleton, Zoning Bylaw, Article XIV, Aquifer and Water Resource District, Section 173-

Town of Littleton

61 Use regulations, deleting the land use category regarding “sewage flow or industrial wastewater flow” and replacing it with the following:

	<u>Aquifer District</u>	Water Resources District
Use (other than single-family dwellings) having estimated sewage flow or industrial wastewater flow exceeding 10 gallons per day combined flow per 1,000 square feet of lot area or exceeding 10,000 gallons per day combined flow regardless of lot area, and meeting effluent limits of up to or equal to 10 mg/L total nitrogen, using technologies approved by the Massachusetts Department of Environmental Protection. Flows regulated by Title 5 shall be based on Title 5.	P	P
Use (other than single-family dwellings) having estimated sewage flow or industrial wastewater flow exceeding 10 gallons per day combined flow per 1,000 square feet of lot area or exceeding 10,000 gallons per day combined flow regardless of lot area, and exceeding effluent limits of 10 mg/L total nitrogen.	N	N

To Section 173-62 Special permits, delete paragraph D (3) and replace with the following:

(3) Evidence of approval by the Massachusetts Department of Environmental Protection (DEP) of any industrial waste treatment or disposal system and of any wastewater treatment system over a capacity of ten thousand (10,000) gallons per day.

ARTICLE 7: Accessory Dwelling Zoning Change

No affirmative action taken.

ARTICLE 8: Gift of Land to Cemetery

Unanimously voted to authorize the Board of Selectmen to acquire in fee, by gift or otherwise, a certain parcel of land for the enlargement of Westlawn Cemetery located on the westerly side of Hartwell Avenue in the Town of Littleton, totaling approximately 10.94 acres; said parcel is shown as Parcel “D” on a plan of land entitled “Land in Littleton, Mass. Surveyed for Charlotte T. Hartwell”, dated April 2005, prepared by David E. Ross Associates, Inc., Plan No. L-9292, recorded at Middlesex South Registry of Deeds as Plan 1014 of 2005, also being a portion of Assessors Map R-17, Parcel 7; said parcel to be managed and controlled by the Littleton Cemetery Commission pursuant to G.L.c.111, §23, for cemetery purposes.

ARTICLE 9: Goldsmith Street Easements

Unanimously voted to authorize the Selectmen to acquire easements on the following described parcels and/or rights in land by purchase, gift or eminent domain for the purpose of constructing roadway safety improvements on Goldsmith Street, as shown on a plan prepared by Co-operative Land Surveyors, LLC, dated 6/7/2004 titled: “Plan of Easements, Goldsmith Street, Littleton, MA”, said parcels more particularly described as follows:

Easement 1:

An area of 597 square feet, more or less, shown as Easement 1 on said Plan, situated on the southwesterly side of Goldsmith Street and the southerly side of King Street and described as follows:

Beginning at a point in the southwesterly apparent right-of-way line of Goldsmith Street at the southeasterly corner of the herein described easement, said point being 21.30 feet right of baseline station 2+41.07.

Thence: in a southwesterly direction bordering southeasterly by land now or formerly of Maxyne L. & Joseph H. Cormier Trustees M.L. Cormier LIV Trust for a distance of 4.64 feet to point,

Thence: in a northwesterly direction bordering southwesterly on land now or formerly of First Baptist Church for a distance of 112.50 feet to a point.

Thence: in a northwesterly direction bordering southerly on land now or formerly of First Baptist Church for a distance of 15.40 feet to a point on a curve in the southerly apparent right-of-way line of King Street.

Thence: in a northeasterly direction running by and with a non-tangent curve to the right in the apparent southerly right-of-way line of King Street, having a radius of 455.84 feet for a distance of 15.93 feet to the point of intersection with said southwesterly apparent right-of-way line of Goldsmith Street,

Thence: in a southeasterly direction running by and with said right-of-way line of Goldsmith Street a distance of 119.57 feet to the point and place of beginning.

Easement 2:

An area of 183 square feet, more or less, shown as Easement 2 on said Plan, situated on the northeasterly side of Goldsmith Street and the southerly side of Stevens Street and described as follows:

Beginning at a point in the northeasterly apparent right-of-way line of Goldsmith Street at the southerly corner of the herein described easement, said point being 28.71 feet left of baseline station 1+48.60,

Thence: in a northwesterly direction running by and with said apparent right-of-way line of Goldsmith Street for a distance of 8.23 feet to a point on a curve in the southerly apparent right-of-way line of Stevens Street,

Thence: in an easterly direction along a non-tangent curve to the right in the apparent southerly right-of-way line of Stevens Street, having a radius of 455.84 feet for a distance of 45.35 feet to a point

Thence: in a southwesterly direction bordering on land now or formerly of Fairhaven Realty Assoc., LLC a distance of 42.25 feet to the point and place of beginning.

Easement 3:

An area of 108 square feet, more or less, shown as Easement 3 on said Plan, situated on the northeasterly side of Goldsmith Street and the southerly side of Maple Hurst Road and described as follows:

Beginning at a point in the northeasterly apparent right-of-way line of Goldsmith Street at the southerly corner of the herein described easement, said point being 20.23 feet left of baseline station 41+82.39,

Thence: in a northwesterly direction running by and with said apparent right-of-way line of Goldsmith Street for a distance of 15.00 feet to a point in the southerly apparent right-of-way line of Maple Hurst Road,

Thence: in an easterly direction running by and with the apparent southerly right-of-way line of Maple Hurst Road for a distance of 15.00 feet to a point,

Thence: in a southwesterly direction bordering southerly on land now or formerly of Leonard R. Leo a distance of 17.81 feet to the point and place of beginning.

Easement 4:

An area of 201 square feet, more or less, shown as Easement 4 on said Plan, situated on the northeasterly side of goldsmith Street and the southerly side of East Roxbury Drive described as follows:

Town of Littleton

Beginning at a point on a curve in the northeasterly apparent right-of-way line of Goldsmith Street at the southerly corner of the herein described easement, said point being 23.47 feet left of baseline station 67+50.71,

Thence: in a northwesterly direction running by and with said apparent right-of-way line of Goldsmith Street along a curve to the right, having a radius of 2,678.78 feet for a distance of 12.00 feet to a point in the southerly apparent right-of-way line of East Roxbury Drive,

Thence: in an easterly direction running by and with the apparent southerly right-of-way line of East Roxbury Drive for a distance of 31.04 feet to a point,

Thence: in a southeasterly direction a distance of 2.17 feet to a point,

Thence: in a southwesterly direction a distance of 28.00 feet to the point and place of beginning, the last two courses bordering easterly & southeasterly by land now or formerly of Orlando P. & Gloria E. DiGregorio.

ARTICLE 10: Establishment of Finance Department, Finance Director

Voted by a vote of 106 in favor to 10 opposed to postpone indefinitely

ARTICLE 11: Sewerage Feasibility/Engineering Study

Article not voted. Two-thirds required, total votes 119, 68 yes, 51 no.

ARTICLE 12: Roadway Improvements – King Street Near High School

No Affirmative Action Taken

ARTICLE 13: Amend Wetlands Protection

Unanimously voted to amend Section 3 of Chapter 171 of the Code of the Town of Littleton, Wetlands Protection, to allow reimbursement for town counsel services by the following:

To change the first line in § 171-3 (C) to read: In addition to any filing fee imposed by this Bylaw, the applicant shall reimburse the reasonable costs and expenses borne by the Commission for specific expert engineering, consulting, and town counsel services deemed necessary by the Commission in order to issue a decision on the application.

To change the first line of § 171-3 (D) to read: The Commission may require services of a consultant and/or an engineer or town counsel at any point in its deliberations prior to a final decision.

To changes section § 171-3 (E) 3.5 by adding a last clause to read as follows: “including reimbursement to the Town for town counsel services.”

ARTICLE 14: Police Cruiser Advertisements

Voted to raise and appropriate the sum of \$36,000.00 in order to enable the Town to enter into leases for new police cruisers, said sum not be expended unless and until an equivalent sum has been raised for this purpose through a competitive bidding process and deposited to the General Fund.

ARTICLE 15: Fire Alarm System Rules and Regulations

Voted to authorize the Fire Chief, with the consent of the Board of Selectmen, to adopt and publish rules and regulations governing the installation of fire alarm systems in commercial buildings and in residential buildings with six (6) or more dwellings units.

ARTICLE 16:

No Affirmative Action Taken

ARTICLE 17:

No Affirmative Action Taken

Motion was made and seconded to dissolve the special town meeting at 11:50 p.m.

Respectfully submitted,

LINDA A. KNUPP

Town Clerk

## 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 2005-2006 judicial and administrative appeals.

1. LITTLETON PLANNING BOARD v. RYAN DEVELOPMENT, LLC, Land Court Misc. #273592. Appeals Court #2003-P-1192. This case involved the Planning Board's appeal of a notice of constructive approval filed by Ryan Development. The Planning Board prevailed on a motion for summary judgment in 2003 and Ryan Development appealed that decision to the Massachusetts Appeals Court. This appeal was dismissed on September 9, 2005.
2. RICHARD CARTER, et al. v. LITTLETON PLANNING BOARD, RYAN DEVELOPMENT, LLC, ANDREWS CROSSING LLC. Superior Court #01-3251 (Lowell). *Transferred to Land Court 8/21/01* and now entitled: LITTLETON REALTY CORPORATION, et al. v. ANDREWS CROSSING, LLC LAND COURT Misc. # 274443. This is a complaint filed by abutters against the Planning Board, Andrews Crossing, and Ryan Development, seeking to prevent constructive approval. The Planning Board has filed a Cross-Claim against Ryan Development and Andrews Crossing. The Land Court held a status conference of on February 27, 2002. Since then, Ryan Development and Andrews Crossing have assigned their rights to this case to Empire Management Corporation. Empire has agreed to dismiss this case.
3. ANDREWS CROSSING, LLC v. TOWN OF LITTLETON, Land Court Misc. #273141. The case involves the request by Andrews Crossing for a determination that the Major Commercial Use Zoning By-Law is invalid and that Andrews Crossing LLC may construct its proposed development without obtaining a special permit. Ryan Development and Andrews Crossing have assigned their rights to this case to Empire Management Corporation. Empire has agreed to dismiss this case.
4. IN THE MATTER OF: ANDREWS CROSSING, LLC, Department of Environmental Protection, Docket 2003-033, File 204-416. An appeal of the wetlands superseding order of conditions that DEP issued to Andrews Crossing. This appeal was dismissed on September 1, 2005.
5. RYAN DEVELOPMENT LLC, and ANDREWS CROSSING, LLC v. LITTLETON PLANNING BOARD and TOWN OF LITTLETON, Land Court, #274181. This case involves the appeal of the special permit of denial issued by the Planning Board. Ryan Development and Andrews Crossing have assigned their rights to this case to Empire Management Corporation. Empire has agreed to dismiss this case.
6. ANDREWS CROSSING, LLC v. LITTLETON BOARD OF HEALTH, Land Court, #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.
7. ROSS v. LITTLETON BOARD OF APPEALS, Land Court # 277117. This case involves an appeal of the Board's denial of a request for a variance.

8. MEF CONTRACTING, INC. v. LITTLETON PLANNING BOARD, Land Court, C.A.# 26840. The Plaintiffs appealed the Planning Board's denial of an ANR Plan. A Stipulation of Dismissal was filed with the Court.
9. BUTTERWORTH, et al. v. LITTLETON PLANNING BOARD, et al., Land Court, #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.
10. JOSEPH A. DICARLO, et al. v. LITTLETON PLANNING BOARD, Land Court, #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.
11. OHC DEVELOPMENT, LLC v. LITTLETON PLANNING BOARD, Superior Court, #03-0827. A zoning appeal. On February 25, 2005, both parties' Motions for Summary Judgment were denied. The final pre-trial conference is scheduled for April 6, 2006.
12. LITTLETON LAND CORP & OHC DEVELOPMENT, LLC v. LITTLETON PLANNING BOARD, Land Court, #290802. On September 20, 2005, there was a hearing on the Plaintiffs' Motion for a Preliminary Injunction. Judge Sands took the matter under advisement. We are still waiting for a decision from Judge Sands on this matter.
13. RAFFI v. LITTLETON BOARD OF HEALTH, Superior Court, #03466012. An appeal of a Board of Health denial of an application for sewage disposal permit. A pre-trial conference is scheduled for March 29, 2006.
14. FORCINA v. LITTLETON BOARD OF HEALTH, Superior Court, #03-4661. An appeal of the denial of a sewage disposal permit. This case was dismissed NISI on January 25, 2006.
15. ERNISSE v. LITTLETON BOARD OF HEALTH, Superior Court, #02-4253. An appeal of the Sanitarian's order to make certain repairs. This case was dismissed on January 26, 2006.
16. THUMBTACK REALTY TRUST v. LITTLETON BOARD OF HEALTH, Superior Court, #03-2586. An appeal of the Board of Health's denial of a permit to construct a sewage disposal system and request for a variance. On February 1, 2006, Plaintiff's and Defendant's assented to Motion to Extend Tracking Order Deadlines was granted.
17. ZAJAC v. KELLY, District Court, #0448CV0371. An appeal of Police Chief Kelly's revocation of Mr. Zajac's firearms license. This case has been inactive since March 2005.
18. LITTLETON POLICE DEPARTMENT v. LIPSMAN, District Court, Docket #042304. An appeal of a moving violation. This case has been inactive since April 2005.
19. MAILLOUX v. TOWN OF LITTLETON, Superior Court, #05-1070L. An action seeking damages and injunctive relief ordering that Mailloux be hired as a full-time firefighter as Fire Chief McCurdy had allegedly promised. On April 21, 2005, the case was removed to the United States District Court of Massachusetts.
20. CALLAHAN & SONS v. TOWN OF LITTLETON, Superior Court, MICV2005-00530. A contract action for allegedly failing to pay Callahan for construction work performed on the High School. Littleton filed its answer on December 15, 2005.

Miyares and Harrington  
Littleton Town Counsel

## TOWN TREASURER

Prepared by: Donald P Armstrong.

Herewith is presented my first annual report as Treasurer of the Town of Littleton:

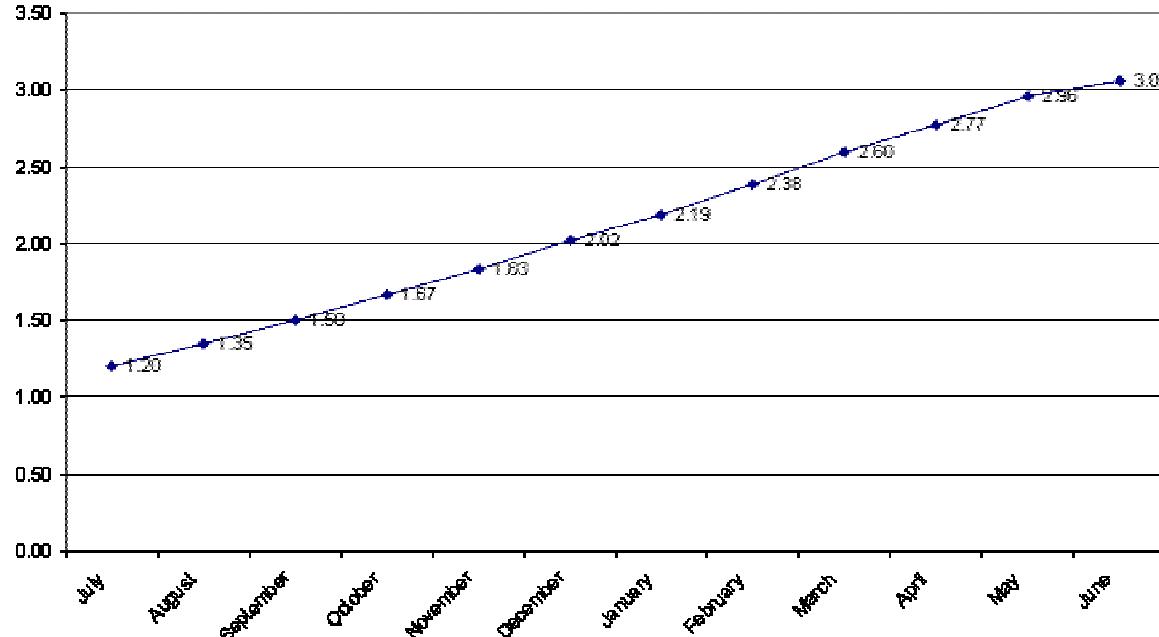
Total Funds July 1, 2004	\$25,569,853
Total receipts for the year	\$56,797,212
Total disbursements for the year	<u>\$58,059,175</u>
<b>Total Funds June 30, 2005</b>	<b><u>\$24,307,890</u></b>

### Funds under care of Town Treasurer:

General Fund	\$11,185,540
Chapter 32B Trust Fund	\$511,510
D.A.R.E.	\$664
Arts Lottery	\$3,110
Conservation	\$63,520
Stabilization	\$2,634,811
Land Acquisition Fund	\$18,035
Electric Depreciation Fund	\$2,381,195
Electric Rate Stabilization Fund	\$1,207,734
Electric Retirement Trust Fund	\$959,205
Miscellaneous Performance Bonds	\$1,551,869
Municipal Account	\$55,668
Trust Funds managed by the Trust Fund Commissioners	<u>\$3,735,029</u>
	<b><u>\$24,307,890</u></b>

Interest income on General Fund **\$144,260.67**

Interest Rates FY  
2005



**TEN-YEAR DEBT SERVICE SCHEDULE**

<b>FISCAL YEAR</b>	<b>TOWN</b>	<b>WATER</b>	<b>ELECTRIC</b>	<b>GRANTS/ REIMBURSEMENTS</b>	<b>TOTAL</b>
2006	\$3,704,956.94	\$450,776.88	\$232,350.00	\$1,580,581.02	\$2,807,502.80
2007	\$3,515,822.85	\$420,322.50	\$220,870.00	\$1,580,581.02	\$2,576,434.33
2008	\$3,359,822.25	\$403,537.50	\$214,500.00	\$1,580,581.02	\$2,397,278.73
2009	\$3,188,393.50	\$387,865.00	\$208,000.00	\$1,450,976.54	\$2,333,281.96
2010	\$3,081,974.74	\$367,071.25	\$201,370.00	\$1,450,976.54	\$2,199,439.45
2011	\$2,997,694.74	\$356,198.75	\$194,610.00	\$1,450,976.54	\$2,097,526.95
2012	\$2,802,514.74	\$339,277.50	\$187,785.00	\$1,450,976.54	\$1,878,600.70
2013	\$2,704,425.96	\$327,982.50	\$180,895.00	\$1,450,976.54	\$1,762,326.92
2014	\$2,624,257.99	\$311,623.75	\$173,875.00	\$1,450,976.54	\$1,658,780.20
2015	\$2,529,452.99	\$299,506.25	\$166,790.00	\$1,450,976.54	\$1,544,772.70
<b>*Grants/Reimbursements:</b>					
Water Ultrafiltration		\$183,000.00			
Self-Help/Frost Whitcomb		\$18,000.00			
Shaker Lane 61%		\$258,784.02			
High School 61%		\$1,120,797.00	Thru FY08	\$991,192.52	Remaining term
<b>TOWN DEBT ONLY</b>					
		Debt Outside Proposition 2 1/2		Debt Within Proposition 2 1/2	
2005	\$3,586,579.73		\$240,472.50		\$3,346,107.23
2006	\$3,704,956.94		\$228,555.00		\$3,476,401.94
2007	\$3,515,822.85		\$222,237.50		\$3,293,585.35
2008	\$3,359,822.25		\$215,885.50		\$3,143,936.75
2009	\$3,188,393.50		\$211,072.50		\$2,977,321.00
2010	\$3,081,974.74		\$205,962.50		\$2,876,012.24
2011	\$2,997,694.74		\$200,555.00		\$2,797,139.74
2012	\$2,802,514.74		\$195,305.00		\$2,607,209.74
2013	\$2,704,425.96		\$189,355.00		\$2,515,070.96
2014	\$2,624,257.99		\$183,405.00		\$2,440,852.99
2015	\$2,529,452.99		\$174,585.00		\$2,354,867.99
2016	\$2,439,452.99		\$167,506.25		\$2,271,946.74
2017	\$2,315,075.49		\$155,418.75		\$2,159,656.74
2018	\$2,171,542.59		\$114,500.00		\$2,057,042.59
2019	\$2,091,797.59		\$110,000.00		\$1,981,797.59
2020	\$1,741,592.85		\$105,000.00		\$1,636,592.85
2021	\$1,570,067.81		\$0.00		\$1,570,067.81
2022	\$1,492,155.00		\$0.00		\$1,492,155.00
2023	\$1,395,525.00		\$0.00		\$1,395,525.00
2024	\$118,287.50		\$0.00		\$118,287.50
2025	\$88,612.50		\$0.00		\$88,612.50
Total outstanding permanent debt including Town, Water and Electric as of 6/30/05 <i>Above numbers do not reflect SBA Reimbursements</i>					
					\$56,749,174.82
Outstanding temporary borrowing in anticipation of issuing bonds:					
	Middle School Design				\$1,300,000.00
	Police Station Design				\$300,000.00
Total Outstanding Temporary Borrowing:					
					\$1,600,000.00
Authorized and unissued debt:					
	Middle School				\$16,200,000.00
	Cemetery Clean Lakes others				\$615,625.60
	Total Authorized and unissued debt				\$16,815,625.60

## COMMISSIONERS OF TRUST FUNDS

The past year saw little overall movement in stock prices and interest rates continued at fairly low levels. The Commissioners have shifted the fund portfolio to higher yielding stocks to preserve income. This strategy enabled the growth of fund income in spite of low interest rates, but resulted in a more conservative stock portfolio. The total market value of the invested funds decreased by 3.4% for the year, similar to the 3.0% decline experienced by the broader market as measured using the S&P 500 stocks index. Income from the invested funds was \$84,057, an increase of 9.6% from the prior year.

The Commissioners, as administrators of the Frank M. Kimball, Second Fund, were pleased to award scholarships to the following citizens: Patricia Wolf, Jeannine Scantlebury, Irina M. Schneyderman, Marylou D'Agostino, and Lisa Hesch. We were once again very pleased that the awards went to working citizens making extraordinary sacrifices to further their education. This is in keeping with the wishes of the Fund's founder, the late Vincent Couper. The Commissioners wish to thank the awards committee: Julia Adam, Brad Miller and Larry Wenz, who screen the many applicants and provide the Commissioners with excellent recommended candidates. Applications for these scholarships may be obtained from the Town Treasurer's office.

This is just one example from the many trust funds administered by the Commissioners that benefit our town in a variety of ways and provide permanent living memorials as directed by their founders. The Commissioners hope more citizens will consider this as a living philanthropic option or when planning their estates.

In the summer of 2005 it was brought to the Trust Commissioner's attention that the trust fund balances being publicly reported by the Trust Commissioners did not accurately reflect the actual trust fund balances as recorded in the Town's general ledger accounts. This situation unfortunately had gone on for several years. While this situation affected all trust accounts to varying degrees, the balance previously reported for the Cemetery Perpetual Care fund in particular had significantly overstated the actual balance for that fund. This was mainly the result of expenditures over several years that had not been fully included in the reported numbers, even though they had been correctly recorded in the Town's general ledger accounts. After an extensive review by the Trust Commissioners, Town Accountant, Town Treasurer and the Town's external auditor the trust fund account balances have now been reconciled with the Town's General Ledger accounts.

The Commissioner's want to take this opportunity to thank Don Armstrong, Town Treasurer, for his support to the Commissioners during 2005.

Ray Cornish  
Rick Hoole  
Tom Todd

**TRUST FUND INVESTMENTS**

NUMBER OF SHARES		MARKET VALUE 1/31/2006	Estimated Annual Income
3200	Abbott Laboratories	\$138,080.00	\$3,520.00
4000	AFLAC	\$187,800.00	\$1,760.00
4000	Auto Data Processing	\$175,760.00	\$2,960.00
3000	Avery Dennison Corp	\$179,220.00	\$4,680.00
4000	ChevronTexaco	\$237,520.00	\$7,200.00
3600	Cintas Corp.	\$153,360.00	\$1,152.00
1000	Colgate-Palmolive Co	\$54,890.00	\$1,160.00
3800	Consolidated Edison	\$178,638.00	\$8,664.00
2000	Emerson Electric Co	\$154,900.00	\$3,560.00
2362	Fifth Third Bancorp	\$88,740.34	\$3,590.24
1800	Freddie Mac	\$122,148.00	\$3,384.00
1000	Gannett Co Inc	\$61,800.00	\$1,160.00
4800	General Electric Company	\$157,200.00	\$4,800.00
3000	Genuine Parts	\$127,590.00	\$3,750.00
2800	Johnson & Johnson	\$161,112.00	\$3,696.00
1000	Medtronics Inc	\$56,470.00	\$385.00
7600	NSTAR	\$218,424.00	\$8,816.00
5500	State Street Boston Corp	\$332,530.00	\$4,180.00
10000	Sysco Corporation	\$306,800.00	\$6,800.00
6000	Valspar Corporation	\$163,320.00	\$2,640.00
2000	Wal-Mart Stores, Inc.	\$92,220.00	\$1,200.00
Total Stocks		\$3,348,522.34	\$79,057.24

**MONEY MARKET ACCOUNTS**

Charles Schwab	\$75,825.60
MMDT as of 12/31/05	\$126,134.33
Pending Adjustments	-\$194,625.15
Total Trust Funds	\$3,355,857.12

***TRUST FUND BALANCES***

FUND	MARKET	MARKET	Total	Income
	VALUE	VALUE		
	Principle Acct.	Income Acct.		
	1/30/2006	1/30/2006	1/30/2006	12/31/2005
Cemetery Perpetual Care	\$515,333.84	\$42,941.09	\$558,274.93	\$13,983.59
J. Goldsmith Common School	\$10,731.81	\$1,621.52	\$12,353.33	\$309.42
C. Hildreth	\$138,378.70	\$17,912.60	\$156,291.30	\$3,914.76
L. Johnson High School	\$18,356.21	\$2,326.95	\$20,683.16	\$518.07
F. M. Kimball	\$195,006.68	\$2,992.90	\$197,999.58	\$4,959.46
M. H. Kimball	\$388,956.64	\$19,991.85	\$408,948.49	\$10,243.28
B. Sampson Education	\$416,566.47	\$17,330.19	\$433,896.66	\$10,868.18
L. H. Zappy	\$17,201.82	\$2,022.56	\$19,224.38	\$481.53
B. Sampson Relief of Animals	\$66,445.75	\$7,725.37	\$74,171.12	\$1,857.83
A. Tuttle Lyceum	\$95,746.33	\$3,726.26	\$99,472.59	\$2,491.57
B. Sampson Library	\$60,958.71	\$8,667.00	\$69,625.71	\$1,743.97
Reuben Hoar Library	\$648,367.32	\$34,289.19	\$682,656.51	\$17,099.08
F.M. Kimball ll Fund	\$301,815.00	\$21,754.17	\$323,569.17	\$8,104.71
Warren	\$282,828.69	\$7,987.98	\$290,816.67	\$7,284.33
Clancy Lyceum	\$7,665.80	\$207.72	\$7,873.52	\$197.21
<b>Totals</b>	<b>\$3,164,359.77</b>	<b>\$191,497.35</b>	<b>\$3,355,857.12</b>	<b>\$84,057.00</b>

# BOARD OF WATER COMMISSIONERS

The Board of Water Commissioners is pleased to present the annual report of the Water Department for the fiscal year 2005.

As residential development continues to drive water demand, we closely monitor the integrity of our production and distribution systems in order to meet the consumptive requirements of the community. While our tank on Oak Hill represented a 1.5 million-gallon storage upgrade when brought on line a few years ago, we continue to look for ways to enhance system capacity.

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. 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.

This year, the department conducted a successful treatment program to reduce aesthetic water quality problems associated with naturally occurring iron and manganese concentrations. By injecting a blended phosphate product into our distribution system, we are able to bind the elements, which are then removed during our annual water main flushing program. This process improves the flow through the mains and, as an added benefit, reduces lead and copper corrosion of interior plumbing by forming a protective barrier between the water and the metal surface of the pipes.

On a personal note, the LWD family was deeply saddened by the passing of Jim Hill in July. Jim retired from LWD in 1985 after 26 years of outstanding service. A longtime Littleton resident, Jim was the department foreman for many years.

Rising operations costs forces us to adopt a 5 percent rate increase – the first in five years – for all customer classes. The cost of materials and labor continues to escalate beyond department receipts. While the increase is modest, about \$3 per quarter for an average household of four, it will help us maintain the integrity of our system.

On the construction front, our crews upgraded the water main on Laurel Rd. in preparation for its acceptance as a town way. And we continued our meter replacement

program, either installing new meters or retrofitting existing ones with remote devices.

Although recent system improvements have allowed us to stay ahead of demand, we must still stress the importance of practicing conservation measures. While we were able to get through the summer season without implementing any restrictions on water use, even a minor drought can stress our resources. We appreciate your continued cooperation, but are mindful that conditions may force us to adopt seasonal restrictions in the manner of most other communities.

Over the course of the year, the department continued to assist the town on issues of environmental protection and restoration, most notably the clean up of lakes and ponds. Rain gardens were installed at Long Lake to hold back and treat stormwater flows that would otherwise drain directly into the lake. The reduction of these nutrient-rich flows will reduce the proliferation of plant growth and silting that affects the health of the lake. The construction of a new boat launch was also completed. Special features include porous pavers and a gravel drive to reduce direct surface runoff. A boat wash station also helps reduce the transfer of plant material and debris from other bodies of water. Efforts continue as well at Mill Pond, where the Army Corps of Engineers is developing the final design and permitting phase of the multi-year cleanup.

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 may begin an annual, seasonal program as a preventive measure.

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](http://www.lelwd.com).

Respectfully submitted,  
Board of Water Commissioners

Craig Gruskowski, Chair  
Bruce Trumbull, Vice-Chair  
Joseph A. Cataldo, Jr., Clerk

Thomas Rauker  
Joseph McCumber

Town of Littleton

<b>Town of Littleton, Massachusetts</b> <b>Municipal Water Department</b> <b>Balance Sheets</b> <b>June 30 2004 and 2005</b>					
<b>ASSETS</b>			<b>LIABILITIES AND SURPLUS</b>		
	<b>2005</b>	<b>2004</b>		<b>2005</b>	<b>2004</b>
<u>Current and Accrued Assets</u>			<u>Current and Accrued Liabilities</u>		
Cash	\$ 332,935	\$ 537,818	Accounts payable	\$ 922	\$ 8,406
Accounts receivable	77,599	120,407	Current portion long-term debt	302,500	282,500
Accrued unbilled revenues	145,687	145,273	Bond Anticipation Notes		350,000
Materials and supplies	61,359	51,298	Accrued vacation pay	23,316	22,541
			Due to related parties	16,567	
			Other accrued expenses	1,971	
			Accrued Interest	38,976	44,019
<u>Total Current and Accrued Assets</u>	<u>617,580</u>	<u>854,796</u>	<u>Current and Accrued Liabilities</u>	<u>384,252</u>	<u>707,466</u>
<u>Restricted Assets</u>			<u>Long-term Debt</u>		
Special funds	-	-	Bonds payable	3,160,000	3,112,500
<u>Plant</u>			<u>Contribution in Aid of Construction</u>	<u>131,290</u>	<u>131,290</u>
Total plant, at cost	12,494,983	12,385,970	<u>Total Liabilities</u>	<u>3,675,542</u>	<u>3,951,256</u>
Less: Accumulated depreciation	3,114,113	2,817,011	<u>Net Assets</u>		
<u>Net Plant in Service</u>	<u>9,380,870</u>	<u>9,568,959</u>	Invested in capital assets, net of related debt	5,918,370	5,823,959
<u>Construction in progress</u>			Unrestricted net assets	572,334	829,791
<u>Net Plant</u>	<u>9,380,870</u>	<u>9,568,959</u>	<u>Total Net Assets</u>	<u>6,490,704</u>	<u>6,653,750</u>
<u>Deferred Debits</u>					
Unamortized bond issue costs	15,308	13,515			
Unamortized bond refunding costs	152,488	167,736			
<u>Total Deferred Debits</u>	<u>167,796</u>	<u>181,251</u>			
<u>Total Assets</u>	<u>\$10,166,246</u>	<u>\$10,605,006</u>	<u>Total Liabilities and Surplus</u>	<u>\$ 10,166,246</u>	<u>\$ 10,605,006</u>

## VETERANS 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, 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](http://www.mass.gov) and enter Veterans

Services in the search box, or come by the office for a talk.

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 have been suitably maintained.

Veterans in need of assistance or information may contact me at 978-952-2325 or e-mail, [mcrae@littletonma.org](mailto:mcrae@littletonma.org). You may always visit the office in Room 103 at the Town House between 9:00 am. and Noon on Monday's and Thursday's.

There were nine (9) burials for veterans in Westlawn Cemetery this year. We honor their service and mark their passing below:

Donna Z. Quebbeman

U.S. ARMY

WWII

Donald E. Meyers

U.S. AIRFORCE

KOREA

Tasso Theodorus

U.S. ARMY

WWII

John Thomas W. Hughes

U.S. ARMY

WWII

James Sherrill Hill

U.S. ARMY

WWII/KOREA

John Edward Donelan

U.S. ARMY

WWII

Charles Gregory Karr

U.S. ARMY

WWII/KOREA

Norma Emily Ford

U.S. ARMY/NURSE

WWII

Bernard C. Araujo

U.S. NAVY

WWII

Allen McRae

Veterans Agent

## SPECIAL TOWN MEETING WARRANT

**MONDAY, MAY 8, 2006**

Commonwealth of Massachusetts,

Middlesex, ss:

To the Constable of the Town of Littleton, Massachusetts in said County:

In the name of the Commonwealth of Massachusetts you are hereby required to notify the legal voters of the Town of Littleton, qualified to vote at said Special Town Meeting for the transaction of Town Affairs to meet in the Littleton High School Gymnasium on King Street in said Littleton, on Monday, the eighth day of May, 2006 at 7:30 P.M. by posting a printed copy of this warrant, by you attested, at eight meeting houses, at the Town Office Building on Shattuck Street, at the Post Office at Littleton Common, at the Post Office at Littleton Depot, at the Baptist Church, at the Unitarian Church, at the Catholic Church, at the Congregational Church, and at the Mormon Church in said Town, fourteen days at least before the eighth day of May 2006, then and there to act on the following articles, viz:

### **ARTICLE 1:**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum of money to pay for unpaid bills from previous fiscal years, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

FINANCE COMMITTEE:

### **ARTICLE 2:**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or from surplus funds in some departments, a sum or sums of money to be used in conjunction with funds appropriated under current fiscal year budgets to be used during the current fiscal year to pay for the shortfall that would otherwise exist in the Fiscal Year 2006 budget of other departments, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

FINANCE COMMITTEE:

### **ARTICLE 3:**

To see if the Town will vote to transfer from available funds, a sum or sums of money needed by various departments to complete the Fiscal Year ending June 30, 2006, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

FINANCE COMMITTEE:

### **ARTICLE 4:**

To determine if the Town will vote to raise and appropriate, transfer from available funds or borrow an amount sufficient to provide a \$1.00 per hour salary adjustment, retroactive to July 1, 2005, to the non-union employees in the following departments: Accounting, Assessors, Board of Health, Building Department, Conservation Commission, Council on Aging, Highway Department, Library, Park and Recreation, Selectmen, Tax Collector, Town Clerk and Treasurer; or take any other action relative thereto.

**CITIZENS' PETITION**

Hereof fail not and make due returns of this warrant with your doing thereon to the Town Clerk at the place and at the time appointed for the meeting aforesaid.

Given under our hands this twentieth day of March in the year of our Lord, two thousand and six.

LITTLETON BOARD OF SELECTMEN

Paul J. Glavey, Chairman  
Reed A. Augliere, Vice Chairman  
Kenneth P. Eldridge, Clerk  
Thomas C. Rauker, Member  
Ivan G. Pagacik, Member

A TRUE COPY ATTEST:

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John M. Kelly, Constable

## ANNUAL TOWN MEETING WARRANT

MONDAY, MAY 8, 2006

**Commonwealth of Massachusetts, Middlesex, ss:**

To the Constable of the Town of Littleton, Massachusetts in said County:

In the name of the Commonwealth of Massachusetts you are hereby required to notify the legal voters of the said Town of Littleton, qualified to vote at said meeting for the transaction of Town Affairs to meet in the High School Gymnasium on King Street in said Littleton, on Saturday, the sixth day of May, 2006 at 8:00 a.m. by posting a printed copy of this warrant, by you attested, at eight meeting houses, at the Town Office Building on Shattuck Street, at the Post Office at Littleton Common, at the Post Office at Littleton Depot, at the Baptist Church, at the Unitarian Church, at the Catholic Church, at the Congregational Church, and at the Mormon Church, in said Town, seven days at least before the sixth day of May, 2006, then and there to act on the following articles, viz:

### **ARTICLE 1:**

One Moderator for one year; one Treasurer for three years; one Selectman for three years; one Cemetery Commissioner for three years; one Commissioner of Trust Funds for three years; two Park and Recreation Commissioners for three years; one Park and Recreation Commissioner for two years; two Assessors for three years; one Board of Health member for three years; two Electric Light Commissioners for three years; two Water Commissioners for three years; two School Committee members for three years; two Trustees of the Library for three years; one Planning Board member for five years; one Housing Authority member for five years; and one Housing Authority member for two years .

For these purposes the polls will be open at 8:00 a.m. and will be closed at 8:00 p.m.

### **QUESTION 1:**

Shall the Town of Littleton be allowed to assess an additional \$221,000.00 in real estate and personal property taxes for the purpose of purchasing new and refurbishing capital equipment, (specifically: a new sweeper for \$124,000.00, refurbishment of a dump/sander for \$15,000.00, and new trash compactors for \$82,000.00) for the Highway Department for the fiscal year beginning July 1, 2006?

### **QUESTION 2:**

Shall the Town of Littleton be allowed to assess an additional \$400,000.00 in real estate and personal property taxes for the purpose of purchasing a new pumper/rescue truck for the Fire Department for the fiscal year beginning July 1, 2006?

YOU ARE FURTHER REQUIRED IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS TO NOTIFY THE LEGAL VOTERS OF SAID TOWN OF LITTLETON AS AFORESAID TO MEET AT THE **HIGH SCHOOL GYMNASIUM** ON KING STREET IN SAID LITTLETON ON MONDAY, THE EIGHTH DAY OF MAY, 2006 AT 7:00 P.M., THEN AND THERE TO ACT UPON THE FOLLOWING ARTICLES:

### **ARTICLE 1:**

To choose all other necessary Town Officers and Committees.

+

### **ARTICLE 2:**

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

**ARTICLE 3:**

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/or the electricity supplied to municipal buildings, and that the sum and income from the sale of electricity to private consumer 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 sums and said income shall exceed such expenses as the Electric Light Board may determine, such excess 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 in relation thereto.

**REQUESTED: \$ 12,000.00**

**ELECTRIC LIGHT COMMISSIONERS**

Finance Committee: Recommended

**ARTICLE 4:**

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury a sum or sums of money to defray the expenses of the various departments, and to fix the salary and compensation of all elected officials for Fiscal Year 2007 as follows:

<b>LINE ITEM</b>	<b>EXPENDED FY 05</b>	<b>APPROPRIATED FY 06</b>	<b>RECOMMENDED FY07</b>
<b>GENERAL GOVERNMENT</b>			
<b>Moderator</b>			
1. Moderator	\$0.00	\$0.00	\$100.00
<b>Selectmen/Town Administrator</b>			
2. Salaries and Wages	\$99,743.76	\$101,072.00	\$103,093.44
3. Expenses	\$13,983.89	\$14,700.00	\$14,700.00
4. Legal Expense	\$55,844.34	\$75,000.00	\$100,000.00
<b>Town Accountant</b>			
5. Salaries and Wages	\$68,560.00	\$68,560.00	\$91,332.84
6. Expenses	\$4,082.05	\$2,275.00	\$2,775.00
7. Audit Expense	\$21,750.00	\$21,750.00	\$26,950.00
<b>Facilities Management</b>			
8. Salaries and Wages	\$9,193.50	\$19,500.00	\$19,890.00
9. Expenses	\$188,384.42	\$196,500.00	\$242,500.00
<b>Elections and Registrations</b>			
10. Salaries	\$4,862.00	\$4,862.00	\$4,959.24
11. Expenses	\$10,359.71	\$6,370.00	\$7,500.00

Town of Littleton

<b>LINE ITEM</b>	<b>EXPENDED FY 05</b>	<b>APPROPRIATED FY 06</b>	<b>RECOMMENDED FY07</b>
<b>Conservation Commission</b>			
12. Clerk	\$15,000.00	\$15,000.00	\$15,300.00
13. Expenses	\$1,151.29	\$1,726.00	\$1,726.00
14. Salaries and Wages	\$79,798.60	\$81,600.00	\$95,166.00
15. Expenses	\$11,040.79	\$5,963.00	\$6,843.00
16. Short Term Interest	\$67,711.35	\$153,600.00	\$669,600.00
17. Tax Title Expenses	\$8,099.49	\$12,000.00	\$12,000.00
<b>Tax Collector</b>			
18. Salaries and Wages	\$40,471.00	\$40,471.00	\$54,780.42
19. Expenses	\$8,462.48	\$8,505.00	\$8,500.00
<b>Board of Assessors</b>			
20. Salaries and Wages	\$119,932.20	\$119,976.00	\$122,375.52
21. Expenses	\$4,700.00	\$4,700.00	\$4,700.00
<b>Town Clerk</b>			
22. Salaries and Wages	\$41,833.00	\$41,833.00	\$56,169.66
23. Expenses	\$650.00	\$650.00	\$1,200.00
<b>Planning Board</b>			
24. Salaries and Wages	\$27,731.45	\$34,114.00	\$34,796.28
25. Expenses	\$643.07	\$1,197.00	\$1,225.00
<b>Finance Committee</b>			
26. Expenses	\$929.20	\$2,000.00	\$1,000.00
27. Reserve Fund	\$51,362.71	\$155,755.00	\$150,000.00
<hr/>			
<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$956,280.30</b>	<b>\$1,189,679.00</b>	<b>\$1,849,182.40</b>
<b>PROTECTION OF PERSONS AND PROPERTY</b>			
<b>Police Department</b>			
28. Salaries and Wages	\$1,065,673.53	\$1,033,297.00	\$1,002,773.56
29. Expenses	\$61,753.61	\$69,252.00	\$73,220.00
30. Parking Clerk Expenses	\$0.00	\$0.00	\$0.00

<b>LINE ITEM</b>	<b>EXPENDED FY 05</b>	<b>APPROPRIATED FY 06</b>	<b>RECOMMENDED FY 07</b>
<b>Fire Department</b>			
31. Salaries and Wages	\$525,513.05	\$542,834.00	\$549,981.00
32. Expenses	\$56,336.90	\$61,365.00	\$61,365.00
<i>Transfer from Ambulance Receipts</i>			<b>(\$170,000.00)</b>
<b>Control Center</b>			
33. Salaries and Wages	\$218,159.68	\$222,160.00	\$229,246.89
34. Expenses	\$15,092.67	\$18,352.00	\$19,352.00
<b>Animal Control</b>			
35. Contract Expenses	\$0.00	\$0.00	\$0.00
<i>Transfer from B. Sampson Relief of Animals Fund</i>			<b>(\$500.00)</b>
<b>Emergency Management</b>			
36. Emergency Management Agency	\$0.00	\$1,000.00	\$1,000.00
<b>Sealer of Weights and Measures</b>			
37. Expenses	\$0.00	\$0.00	\$0.00
<b>Building Commissioner</b>			
38. Salaries and Wages	\$67,291.00	\$75,291.00	\$76,796.82
39. Expenses	\$2,942.42	\$1,863.00	\$1,950.00
<b>Board of Appeals</b>			
40. Wages	\$3,698.46	\$3,730.00	\$3,804.60
41. Expenses	\$1,161.05	\$1,200.00	\$1,200.00
<b>TOTAL PROTECTION OF PROPERTY</b>	<b>\$2,017,622.37</b>	<b>\$2,030,344.00</b>	<b>\$2,020,689.87</b>
<b>HEALTH AND SANITATION</b>			
<b>Board of Health</b>			
42. Wages	\$21,421.08	\$22,243.00	\$22,687.86
43. Expenses	\$1,924.77	\$2,020.00	\$1,235.00
44. Animal Inspector	\$0.00	\$1,300.00	\$1,300.00
45. Town Nursing Salary	\$7,944.00	\$7,944.00	\$7,944.00
46. Eliot Clinic	\$3,780.00	\$3,780.00	\$3,780.00
47. Concord Family Services	\$0.00	\$0.00	\$0.00
<b>TOTAL HEALTH AND SANITATION</b>	<b>\$35,069.85</b>	<b>\$37,287.00</b>	<b>\$36,946.86</b>

Town of Littleton

<b>LINE ITEM</b>	<b>EXPENDED FY 05</b>	<b>APPROPRIATED FY 06</b>	<b>RECOMMENDED FY07</b>
<b><i>HIGHWAYS</i></b>			
<b>General Highways</b>			
48. Salaries	\$638,292.83	\$655,227.00	\$649,876.64
49. Expenses	\$340,882.67	\$405,416.00	\$438,172.00
50. Snow and Ice Removal - Expense	\$158,907.60	\$51,400.00	\$61,400.00
51. Snow and Ice Removal - Overtime salaries	\$113,140.04	\$51,700.00	\$61,700.00
<i>Transfer from Transfer Station Stickers</i>			
<b>TOTAL HIGHWAYS</b>	<b>\$1,251,223.14</b>	<b>\$1,163,743.00</b>	<b>\$1,211,148.64</b>
<b>Cemetery Department</b>			
52. Salaries and Wages	\$87,649.74	\$96,656.00	\$92,420.16
53. Expenses	\$38,145.69	\$29,160.00	\$27,700.00
<i>Transfer from Sale of Lots</i>			
<i>Transfer from Interest on Perpetual Care</i>			
<i>Transfer from Perpetual Care Trust</i>			
<i>Transfer from Grave Openings</i>			
<b>TOTAL CEMETERIES</b>	<b>\$125,795.43</b>	<b>\$125,816.00</b>	<b>\$120,120.16</b>
<b>Veteran's Services</b>			
54. Benefits and Services	\$2,463.28	\$1,000.00	\$12,000.00
55. Veteran's Agent Salary	\$2,500.00	\$2,500.00	\$5,000.00
56. Expenses	\$155.00	\$750.00	\$750.00
<b>TOTAL VETERAN'S SERVICES</b>	<b>\$5,118.28</b>	<b>\$4,250.00</b>	<b>\$17,750.00</b>
<b>Reuben Hoar Library</b>			
57. Salaries and Wages	\$296,885.67	\$299,076.00	\$305,057.52
58. Expenses	\$88,676.00	\$83,853.00	\$77,411.00
<i>Transfer from Library Trust funds</i>			
<b>TOTAL LIBRARY</b>	<b>\$385,561.67</b>	<b>\$382,929.00</b>	<b>\$382,468.52</b>
<b>Council on Aging</b>			
59. Salaries and Wages	\$47,790.38	\$49,330.00	\$50,316.60
60. Expenses	\$15,957.32	\$16,389.00	\$16,389.00
<b>TOTAL COUNCIL ON AGING</b>	<b>\$63,747.70</b>	<b>\$65,719.00</b>	<b>\$66,705.60</b>

<b>LINE ITEM</b>	<b>EXPENDED FY 05</b>	<b>APPROPRIATED FY 06</b>	<b>RECOMMENDED FY07</b>
<b>Park and Recreation Department</b>			
61. Salaries and Wages	\$69,020.98	\$69,213.00	\$70,597.26
62. Expenses	\$2,963.00	\$2,963.00	\$2,963.00
<b>TOTAL RECREATION DEPARTMENT</b>	<b>\$71,983.98</b>	<b>\$72,176.00</b>	<b>\$73,560.26</b>
<b>Pensions and Benefits</b>			
63. County Retirement	\$610,493.50	\$851,397.00	\$910,203.00
64. Group Insurance	\$2,107,273.14	\$2,148,199.00	\$2,352,419.00
<b>TOTAL PENSIONS AND BENEFITS</b>	<b>\$2,717,766.64</b>	<b>\$2,999,596.00</b>	<b>\$3,262,622.00</b>
<b>Unclassified</b>			
65. Gasoline	\$78,323.16	\$90,000.00	\$100,000.00
66. Insurance	\$230,255.18	\$275,000.00	\$316,250.00
67. Memorial Day	\$500.00	\$500.00	\$500.00
68. Patriots' Day	\$35.00	\$50.00	\$50.00
69. Historical Commission	\$645.42	\$700.00	\$700.00
70. Merrimack Valley Library Consortium	\$0.00	\$0.00	\$10,000.00
71. Telephone - Town Offices	\$48,093.73	\$60,000.00	\$60,000.00
72. Town Reports	\$7,000.00	\$7,000.00	\$7,000.00
73. Commission on Disabilities	\$0.00	\$0.00	\$0.00
74. Wastewater Management	\$0.00	\$46,200.00	\$46,200.00
<b>TOTAL UNCLASSIFIED</b>	<b>\$364,852.49</b>	<b>\$479,450.00</b>	<b>\$540,700.00</b>
<b>School Department</b>			
75. Salaries and Expenses	\$12,180,000.00	\$12,466,315.00	\$12,954,545.00
<i>Transfer from L.H. Zappay Fund</i>			(\$200.00)
<i>Transfer from Hildreth Fund</i>			(\$1,500.00)
<i>Transfer from Goldsmith Fund</i>			(\$100.00)
<i>Transfer from Johnson School Fund</i>			(\$200.00)
<b>TOTAL SCHOOL DEPARTMENT</b>	<b>\$12,180,000.00</b>	<b>\$12,466,315.00</b>	<b>\$12,954,545.00</b>

Town of Littleton

<b>LINE ITEM</b>	<b>EXPENDED FY 05</b>	<b>APPROPRIATED FY 06</b>	<b>RECOMMENDED FY07</b>
<b><i>LINE ITEMS NOT REQUIRING A VOTE</i></b>			
<b>Assessments</b>			
76. Nashoba Valley Technical School	\$166,015.00	\$277,330.00	\$426,573.00
77. Nashoba Board of Health	\$20,415.00	\$20,415.00	\$20,415.00
78. B&M Crossing Maintenance	\$2,805.62	\$2,806.00	\$2,806.00
<b>TOTAL ASSESSMENTS</b>	<b>\$189,235.62</b>	<b>\$300,551.00</b>	<b>\$449,794.00</b>
79. Debt and Interest <i>Transfer from Stabilization Fund</i> <i>Transfer from Electric Light Operating</i> <i>Cash Account</i> <i>Transfer from Self Help</i> <i>Reimbursement</i> <i>Transfer from Oak Hill Cell Tower</i> <i>fund</i> <i>Transfer from Newtown Hill Cell</i> <i>Tower fund</i> <i>Transfer from Clean Lakes Fund</i>	\$3,589,278.38	\$3,937,307.00 (\$220,870.00)	\$3,736,693.00 (\$679,316.00) (\$18,000.00) (\$40,000.00) (\$64,029.00) (\$34,930.00)
<b>TOTAL NOT REQUIRING A VOTE</b>	<b>\$3,778,514.00</b>	<b>\$4,237,858.00</b>	<b>\$4,186,487.00</b>
<b>TOTAL MUNICIPAL BUDGET</b>	<b>\$23,953,535.85</b>	<b>\$25,255,162.00</b>	<b>\$26,722,926.31</b>
<b>WATER DEPARTMENT (ENTERPRISE FUND)</b>			
Salaries and Wages	\$537,300.00	\$553,439.00	\$575,577.00
Expenses	\$709,600.00	\$727,560.00	\$727,560.00
Debt Service	\$464,499.00	\$450,777.00	\$420,323.00
Reserve Fund	\$100,000.00	\$100,000.00	\$100,000.00
<b>TOTAL WATER DEPARTMENT</b>	<b>\$1,811,399.00</b>	<b>\$1,831,776.00</b>	<b>\$1,823,460.00</b>
<b>TOTAL ARTICLE 4</b>	<b>\$25,764,934.85</b>	<b>\$27,086,938.00</b>	<b>\$28,546,386.31</b>
Or take any other action in relation thereto.			

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 5:**

To see if the Town will vote to raise and appropriate, and/or transfer from available funds a sum or sums of money for the purpose of providing wage/salary adjustments for Town employees, or to take any other action in relation thereto.

**REQUESTED: \$ 74,200.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 6:**

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 for the purpose of purchasing new and refurbishing capital equipment (specifically: a sweeper for \$124,000.00, refurbishment of a dump/sander for \$15,000.00, and new trash compactors for \$82,000.00) for the Highway Department, contingent upon successful passage of a capital exclusion referendum on a Town ballot, or to take any other action in relation thereto.

**REQUESTED: \$221,000.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 7:**

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 for the purpose of purchasing a new pumper/rescue truck for the Fire Department, contingent upon successful passage of a capital exclusion referendum on a Town ballot, or to take any other action in relation thereto.

**REQUESTED: \$400,000.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 8:**

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 for the purpose of funding road reconstruction and infrastructure improvements by the Highway Department, or to take any other action in relation thereto.

**REQUESTED: \$100,000.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 9:**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum or sums of money for the Road Repair account, or to take any other action in relation thereto.

**REQUESTED: \$70,000.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 10:**

To see if the Town will vote to authorize the Selectmen to borrow an amount not to exceed \$250,000.00, from the Commonwealth's Water Pollution Abatement Trust for the purpose of funding a wastewater, stormwater and village district feasibility study, or to take any other action in relation thereto.

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 11:**

To see if the Town will vote to:

Amend Section 173-61 of the Zoning Bylaws, Chapter 173 of the Code of the Town of Littleton, by deleting there from the provision pertaining to “Use (other than single-family dwellings) if having estimated sewage flow or industrial wastewater flow in excess of certain threshold volumes” and replacing said provisions with the following:

Use (other than single-family dwellings) having estimated sewage flow or industrial wastewater flow exceeding 10 gallons per day combined flow per 1,000 square feet of lot area or exceeding 10,000 gallons per day combined flow regardless of lot area, and not exceeding effluent limits of 10 mg/L total nitrogen, using technologies approved by the Massachusetts Department of Environmental Protection; provided that such flow estimates shall be calculated using the methodology set forth in 310 CMR 15.203 or an successor provision of state regulation, if applicable.

<b>Aquifer District</b>	<b>Water Resources District</b>
<b>P</b>	<b>P</b>

Use (other than single-family dwellings) having estimated sewage flow or industrial wastewater flow exceeding 10 gallons per day combined flow per 1,000 square feet of lot area or exceeding 10,000 gallons per day combined flow regardless of lot area, and exceeding effluent limits of 10 mg/L total nitrogen.

<b>N</b>	<b>N</b>
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Amend Section 173-62 of the Zoning Bylaws by deleting paragraph D (3) there from and replacing it with the following:

(3) Evidence of approval by the Massachusetts Department of Environmental Protection (DEP) of any industrial waste treatment or disposal system and of any wastewater treatment system over a capacity of ten thousand (10,000) gallons per day.

Or to take any other action in relation thereto.

***BOARD OF SELECTMEN***

**ARTICLE 12:**

To see if the Town will vote to amend Chapter 41 of the Town Code, by deleting Section 41-1 thereof in its entirety and, replacing it, with the following:

**§41-1                    Dates when held**

The Annual Town Election shall be held on the first Tuesday in May and the Annual Town Meeting on the following Saturday.

Or to take any other action in relation thereto.

***BOARD OF SELECTMEN***

**ARTICLE 13:**

To see if the Town will vote to transfer to the Housing Authority, the care custody and control of Lot 101 on the Morrison Property, also known as Assessors Map R3, Parcel 5, containing 29.27 acres, more or less, for the purpose of building rental housing for citizens who reside in Littleton and who meet state affordable rental housing criteria, provided, however, that funds to construct housing on said lot shall be provided by the Commonwealth of Massachusetts, and in the event that all necessary funds for

such construction have not been received by FY2013 the care custody and control of such the land shall revert back to the Board of Selectmen, or to take any other action in relation thereto.

**HOUSING AUTHORITY**

**ARTICLE 14:**

To see if the Town of Littleton will vote to establish the formation of an Agricultural Commission which will support agriculture and enhance open space in the town of Littleton.

**AGRICULTURAL COMMISSION**

To see if the Town will vote to establish an Agricultural Commission to represent the Littleton farming community.

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

- shall serve as facilitators for encouraging the pursuit of agriculture in Littleton;
- shall promote agricultural-based economic opportunities in Town;
- shall act as mediators, advocates, educators, and/or negotiators on farming issues;
- shall work for preservation of prime agricultural lands; and
- shall pursue all initiatives appropriate to creating a sustainable agricultural community.

The Commission shall consist of seven members appointed by the Board of Selectmen. The Commission will consist of a minimum of:

- four members whose prime source of income is derived from fanning or agricultural-based enterprises in Littleton and another three who are interested in farming.
- three members for a term of three years;
- two members for a term of two years and three thereafter; and
- two members for a one year term, and three years thereafter.

The appointing authority shall fill a vacancy based on the unexpired term of the vacancy in order to maintain the cycle of appointments, based on recommendations of the Commission.

1. Appointing authority: ..... Board of Selectmen
2. Establish number of members of Commission: ..... 7 plus 5 alternates
3. Establish terms of service: ..... staggered, see above
4. Establish whether members must be Town residents: ..... No
5. Method for filling vacancies: ..... Board of Selectmen
6. Purpose for the Commission: ..... To represent the Littleton farming community
7. Guide principles for Commission appointment: ..... Members should:
  - represent Town geographically,
  - represent the diversity and scale of agricultural businesses,
  - represent the diversity of the Town's population,
  - encourage next generation farmers.
  - The overall intent is to be inclusive not exclusive.

Mission: Promote agricultural-based economic opportunities; preserve, revitalize and sustain the Littleton agricultural industry, and encourage the pursuit of agriculture as a career opportunity and lifestyle, or to take any other action in relation thereto.

**CONSERVATION COMMISSION**

**ARTICLE 15:**

To see if the Town of Littleton will vote to enact the following new general bylaw to be inserted into the Town Code:

**RIGHT TO FARM BYLAW**

**Section 1 Legislative Purpose and Intent**

The purpose and intent of this By-law is to state with emphasis the Right to Farm accorded to all citizens of the Commonwealth under Article 97 of the Constitution, and all state statutes and regulations there under including but not limited to Massachusetts General Laws Chapter 40A, Section 3, Paragraph 1: Chapter 90, Section 9, Chapter 111, Section 125A and Chapter 128 Section 1A. We the citizens of Littleton restate and republish these rights pursuant to the town's authority conferred by Article 89 of the Articles of Amendment of the Massachusetts Constitution ("Home Rule Amendment")

This General By-law encourages the pursuit of agriculture, promotes agriculture-based economic opportunities, and protects farmlands within the Town of Littleton by allowing agricultural uses and related activities to function with minimal conflict with abutters and Town agencies. This By-law shall apply to all jurisdictional areas within the Town.

**Section 2 Definitions**

The word "farm" shall include any parcel or contiguous parcels of land, or water bodies used for the primary purpose of commercial agriculture, or accessory thereto.

The words "farming" or "agriculture" or their derivatives shall include, but not be limited to the following:

- farming in all its branches and cultivation and tillage of the soil;
- dairying;
- production, cultivation, growing, and harvesting of any agricultural, aquacultural, floricultural, viticultural, or horticultural commodities;
- growing and harvesting of forest products upon forest land, and any other forestry of lumbering operations;
- raising of livestock including horses;
- keeping of horses as a commercial enterprise;
- keeping and raising of poultry, swine, cattle, ratites (such as emus, ostriches and rheas) and camelids (such as llamas and camels), and other domesticated animals for food and other agricultural purposes, including bees and furbearing animals.
- "farming" shall encompass activities including, but not limited to the following:
  - operation and transportation of slow-moving farm equipment over roads within the Town;
  - control of pests, including, but not limited to, insects, weeds, predators and disease organism of plants and animals;
  - application of manure, fertilizers and pesticides;
  - conducting agriculture-related educational and farm-based recreational activities, including agri-tourism, provided that the activities are related to marketing the agricultural output or services of the farm;
  - processing and packaging of the agricultural output of the farm and the operation of a farmer's market or farm stand including signage thereto; maintenance, repair or storage of seasonal equipment, or apparatus owned or leased by the farm owner or manager used expressly for the purpose of propagation, processing, management, or sale of the agricultural products; and
  - on-farm relocation of earth and the clearing of ground for farming operations.

### Section 3 Right To Farm Declaration

The Right To Farm is hereby recognized to exist within the Town of Littleton. The above-described agricultural activities may occur on holidays, weekdays, and weekends by night or day and shall include the attendant incidental noise, odors, dust, and fumes associated with normally accepted agricultural practices. Moreover, nothing in this Right To Farm By-law shall be deemed as acquiring any interest in land, or as imposing any land use regulation, which is properly the subject of state statute, regulation, or local zoning law.

### Section 4 Public Notification

The Town shall use available media as appropriate to notify and educate the public regarding its commitment to encourage

1. the pursuit of agriculture,
2. the promotion of agriculture-based economic opportunities and
3. protection of farmlands within the Town of Littleton by allowing agricultural uses and related activities to function with minimal conflict with abutters and Town agencies.

Should the Town establish an Agricultural Commission, this shall be one of its ongoing tasks.

The Board of Health, except in cases of imminent danger or public health risk, may forward a copy of the grievance to the Agricultural Commission or its agent, which shall review and facilitate the resolution of the grievance, and report its recommendations to the Board of Health within an agreed upon time frame.

### Section 6 Severability Clause

If any part of this By-law is for any reason held to be unconstitutional or invalid, such decision shall not affect the remainder of this By-law. The Town of Littleton hereby declares the provisions of this By-law to be severable, or to take any other action in relation thereto.

## ***CONSERVATION COMMISSION***

### **ARTICLE 16:**

To see if the Town will vote to accept Chapter 59, Section 57C of the General Laws for the purpose of establishing quarterly tax payments, or to take any other action in relation thereto.

## ***BOARD OF SELECTMEN***

### **ARTICLE 17:**

To see if the Town will vote to authorize the Board of Water Commissioners to lease, for a minimum of 10 years, to the winner of a competitive bid, selected pursuant to Chapter 30B of the General Laws, the right to construct, maintain and operate a wireless telecommunication facility thereon, as a co-locator on the Cedar Hill Telecommunication monopole subject to special permit granting from the Planning Board; and in exchange for a lease, the Town shall as a minimum, receive payment of \$1,500.00 a month during the lease period with a 4.5% annual rent escalation, and additional in-kind services to be provided to the Water Department. All rental proceeds shall be deposited by the Treasurer into the Conservation Commission Land Account to be used for acquisition and maintenance of the Conservation Commission land, or to take any other action in relation thereto.

## ***WATER COMMISSIONERS***

### **ARTICLE 18:**

To see if the Town will vote to authorize the Board of Water Commissioners to lease, for a minimum of 10 years, to the winner of a competitive bid, selected pursuant to Chapter 30B of the General Laws, the right to construct, maintain and operate a wireless telecommunication facility thereon, as a co-

Town of Littleton

locator on the Spectacle Pond Telecommunication monopole subject to special permit granting from the Planning Board; and in exchange for a lease, the Town shall as a minimum, receive payment of \$1,500.00 a month during the lease period with a 4.5% annual rent escalation, and additional in-kind services to be provided to the Water. All rental proceeds shall be deposited by the Treasurer into the Clean Lakes Fund to be used for lakes and ponds clean up efforts under the supervision of the Water Department, or to take any other action in relation thereto.

**WATER COMMISSIONERS**

**ARTICLE 19:**

To see if the Town of Littleton will vote to amend Chapter 33, Personnel, by adding the following to Article IV Salary Ranges (Non-Union)

S. 33-14      Salary Adjustments/Increases

The Town of Littleton hereby agrees to provide to all non-union personnel, employed by the Town of Littleton, the same salary and benefit packages offered to union members on an annual basis. This is to include but not be limited to salary, insurance coverage, and vacation time.

It is understood that there will be an annual update provided to non-union personnel by the Board of Selectmen once union contracts have been negotiated and signed. A copy of all signed contracts will be kept in the Town Clerk's Office as public records.

This document is to be reviewed at the time of the annual update and will be signed by the Chairman of the Board of Selectmen and a designee of the town employees at that time.

Or to take any other action in relation thereto.

**CITIZENS' PETITION**

**ARTICLE 20:**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money for the purpose of funding the purchase of information technology capital equipment, including software upgrades and hardware replacements, or to take any other action in relation thereto.

**REQUESTED: \$34,384.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 21:**

To see if the Town will vote to authorize the Board of Health, with the approval of the Board of Selectmen, to enter into an mutual aid agreements, pursuant to Chapter 40, section 4A of the General Laws, with one or more other governmental units to provide public health services which the Board of Health is authorized to perform, or to take any other action in relation thereto.

**BOARD OF HEALTH**

**ARTICLE 22:**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money to fund Littleton's active participation in the Minuteman Advisory Group on Interlocal Coordination (MAGIC), or to take any other action in relation thereto.

**REQUESTED: \$1,600.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 23:**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money to make necessary updates to and revisions of the Assessors' maps, or to take any other action in relation thereto.

**REQUESTED: \$2,000.00**

**BOARD OF ASSESSORS**

Finance Committee: Recommended

**ARTICLE 24:**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money to add to the Police Department Major Equipment and Repair Accounts for the purchase and/or lease of new equipment, or for major repairs to existing equipment, or to take any other action in relation thereto.

**REQUESTED: \$50,000.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 25:**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money for repairs to the Foster Street Fire Station, or to take any other action in relation thereto.

**REQUESTED: \$10,000.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 26:**

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money to add to the Fire Department Major Equipment Repair Account to be used for major repairs to existing equipment, or to take any other action in relation thereto.

**REQUESTED: \$15,000.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 27:**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money to add to the Highway Department Major Equipment Repair Account to be used for major repairs to existing equipment, or to take any other action in relation thereto.

**REQUESTED: \$15,000.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 28:**

To see if the Town will raise and appropriate, transfer from available funds and/or borrow a sum or sums of money to provide accessibility improvements to the Shattuck Street Municipal Building, or to take any other action in relation thereto.

**REQUESTED: \$4,000.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

**ARTICLE 29:**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money to provide for replacing voting booths and other election equipment, or to take any other action in relation thereto.

**REQUESTED: \$10,000.00**

**TOWN CLERK**

Finance Committee: Recommended

**ARTICLE 30:**

To see if the Town will vote to reauthorize the following revolving funds in Fiscal Year 2007 pursuant to Chapter 44, Section 53E ½ of the General Laws, for the purpose of receiving monies and making disbursements in connection with the administration of these offices and programs:

Building Department – Wiring, Plumbing and Gas Inspectors

Town Clerk – Dog Licenses and Fines

Cemetery Department – Sale of lots/grave openings

Council on Aging

Fire Department – Ambulance Fees

Fire Department – Alarm Box Fees

Fire Department – CPR Instruction

Sealer of Weights and Measures – Sealing Fees

Fire Safety Inspections – Inspection fees

Or to take any other action in relation thereto.

**BOARD OF SELECTMEN**

**ARTICLE 31:**

To see if the Town will vote to establish a new revolving account pursuant to M.G.L. Chapter 44, Section 53E1/2 for the purpose of collecting fees and paying salaries and expenses for the Community Education department under the direction of the Park and Recreation department.

**PARK AND RECREATION COMMISSION**

**ARTICLE 32:**

To see if the Town will vote to authorize the Town Treasurer to enter into compensating balance agreements during Fiscal Year 2007, as permitted by Chapter 44, Section 53F of the General Laws, or to take any other action in relation thereto.

**TOWN TREASURER**

**ARTICLE 33:**

To see if the Town will vote to accept the provisions of Chapter 73, Section 4 of the Acts of 1986, as amended, by Chapter 126 of the Acts of 1988, to allow an additional 20% property tax exemption, but not to exceed 100% property tax exemption for Fiscal Year 2007, for those who qualify under Chapter 59, Section 5 of the General Laws, or to take any other action in relation thereto.

**BOARD OF ASSESSORS**

**ARTICLE 34:**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money to add to the Stabilization Fund in accordance with Chapter 40, Section 5B of the General Laws, or to take any other action in relation thereto.

**BOARD OF SELECTMEN**

**ARTICLE 35:**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money to add to the Unemployment Account, or to take any other action in relation thereto.

**REQUESTED: \$75,000.00**

**BOARD OF SELECTMEN**

Finance Committee: Recommended

Hereof fail not and make due returns of this warrant with your doing thereon to the Town Clerk at the place and at the time appointed for the meeting aforesaid.

Given under our hands this twentieth day of March in the year of our Lord, two thousand and six.

**LITTLETON BOARD OF SELECTMEN**

Paul J. Glavey, Chairman  
Reed A. Augliere, Vice Chairman  
Kenneth P. Eldridge, Clerk  
Thomas C. Rauker, Member  
Ivan G. Pagacik, Member

**A TRUE COPY ATTEST:**

John M. Kelly, Constable

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