

LITTLETON

MASSACHUSETTS 1714-2014

Celebrating 300 Years of History

2014

ANNUAL TOWN REPORT



TOWN OF LITTLETON, MASSACHUSETTS



2014

ANNUAL TOWN REPORT

Including financial reports for the fiscal year ending June 30, 2014

The Annual Town Report is compiled by the

Office of the Board of Selectmen/Town Administrator
Town of Littleton
Littleton Town Offices
37 Shattuck Street
Littleton, MA 01460

More information is available online at www.littletonma.org

TABLE OF CONTENTS

TOWN REPORT DEDICATION.....	2	PUBLIC WORKS.....	76
ELECTED TOWN OFFICIALS.....	5	CEMETERY COMMISSION.....	76
APPOINTED TOWN OFFICIALS.....	6	LITTLETON ELECTRIC LIGHT DEPARTMENT	76
BOARD OF SELECTMEN.....	12	LITTLETON WATER DEPARTMENT	78
TOWN ADMINISTRATOR.....	13	HIGHWAY DEPARTMENT.....	80
DEPARTMENT OF FINANCE AND BUDGET.....	15	CLEAN LAKES COMMITTEE.....	82
TOWN TREASURER.....	24	PERMANENT MUNICIPAL BUILDING COMMITTEE.....	85
COLLECTOR.....	44	ELDER AND HUMAN SERVICES.....	88
COMMISSIONERS OF TRUST FUNDS.....	49	LITTLETON COMMUNITY TELEVISION.....	93
BOARD OF ASSESSORS.....	54	PARKS AND RECREATION COMMISSION.....	95
AGRICULTURAL COMMISSION.....	55	VETERANS AGENT.....	99
COMMUNITY PRESERVATION COMMITTEE.....	55	REUBEN HOAR LIBRARY	100
TOWN COUNSEL.....	56	SCHOOL COMMITTEE.....	105
BOARD OF HEALTH.....	57	SCHOOL DEPARTMENT	108
BUILDING DEPARTMENT	59	SUPERINTENDENT'S REPORT	108
REPORT OF THE BUILDING COMMISSIONER	59	SHAKER LANE SCHOOL PRINCIPAL REPORT	111
REPORT OF THE INSPECTOR OF WIRES.....	60	RUSSELL STREET SCHOOL PRINCIPAL REPORT	114
REPORT OF THE GAS, PLUMBING, SHEET METAL INSPECTOR.....	61	MIDDLE SCHOOL PRINCIPAL REPORT	116
CONSERVATION COMMISSION.....	61	TOWN CLERK.....	128
HISTORICAL COMMISSION.....	62	ANNUAL TOWN MEETING.....	132
PLANNING BOARD.....	63	SPECIAL TOWN ELECTION.....	150
ZONING BOARD OF APPEALS.....	65	STATE PRIMARY ELECTION.....	151
PUBLIC SAFETY.....	66	TERCENTENARY GENERAL PLANNING COMMITTEE	157
POLICE DEPARTMENT.....	66	STATE & FEDERAL ELECTED OFFICIALS.....	165
FIRE DEPARTMENT.....	70	TOWN MEETING & VOTER INFORMATION.....	166

TOWN REPORT DEDICATION

The 2014 Annual Town Report is dedicated to the ongoing service of volunteer citizens who contribute to all aspects of maintaining the community of Littleton, whose service has been critical in retaining our small town character and spirit, and to the memory of the following individuals who provided exemplary service to the Town of Littleton.

HENRY STIMSON HARVEY

Dr. Henry Stimson Harvey, family physician, founding trustee of the Littleton Conservation Trust, and long term Littleton resident, died at his home in Littleton on June 15, at age 98. Dr. Harvey lived in Littleton since 1951, first on Warren St., then on Wilderness Rd., and with his wife Marjorie Harvey raised four children. Marjorie passed away in 2013. His children Sheridan, Richard, Robin, and Tim survive him, as well as eight grandchildren, and nine great-grandchildren. Dr. Harvey was a founding member of Acton Medical Associates in the 1950s and continued working there for some 30 years.. As a general practitioner he delivered babies, assisted at surgery, and visited his patients in the hospital, as well as holding general office hours (even in the evening). The founders of AMA were Quakers, or like Dr. Harvey, had a Quaker background, and aimed to deliver good health care for a reasonable price. In later years Dr. Harvey took pleasure in recounting stories of making house calls in his Volkswagen bug during snow storms. Dr. Harvey was on the board of the Littleton Conservation Trust for 45 years and served as treasurer for almost two decades. The Trust acquires and preserves many parcels of land in Littleton as open space. He also served as trustee for the First Church Unitarian and as treasurer of the Friends of the Littleton Council on Aging. He helped at Neighborhood Supper for some 20 years, and delivered Meals on Wheels until he was 96. His pacifism guided many of his activities. He volunteered on various projects including rebuilding a bombed-out church in Mississippi in 1964, building a dam for Quakers in Tennessee, working on Habitat for Humanity projects in Mexico and Kentucky, and helping on projects in the Dominican Republic and Haiti. He was a skilled carpenter. Dr. Harvey was born in Brookline, MA, the son of Elbert and Lucile Harvey. His father sent him to Saturday carpentry classes, and he developed a life-long love of working with wood. At age 13 he built a sturdy garden house in the yard of the family home in Brookline. The garden house is still there. In retirement he set up a Shop Smith in the low-ceilinged basement of his house, and turned out a profusion of book shelves, desks, beds, benches, bird-houses, salad forks, coffee tables, cider-presses, ice-boats, and other custom items, mostly for family members and friends. He had many enduring passions. As a child, he learned to ski on a hill in back of his house, with bear-trap bindings and a single pole. He went on to ski into his eighties at areas all over northern New England, with trips to Colorado and Europe. He was an avid birder, maintaining a life list of bird sightings, which was bolstered by various ornithological outings to Canada, Central America, and Africa. He enjoyed sailing, tennis, and ice-boating. He sailed his ice-boat on Long Lake, on those rare occasions when the ice and the wind were favorable. From boyhood camping in the Adirondacks, he developed a great enthusiasm for wilderness, including hiking in the mountains, and canoeing. He was an earnest book-reader, and in later years when he could not be active, he pored over many of his favorite books. Dr. Harvey met his wife Marjorie in the Adirondacks. They

were married for over 70 years. In the last year of his life he was asked if he had had a good life. He replied, öI had a good wife. Good wife, good life, same thing.ö

MARY KALLIN KAYE

Mary Kallin Kaye passed peacefully on January 2, 2015 at Carleton Willard Village in Bedford, surrounded by her family. She was born in St. Paul, Minnesota on Christmas Eve, an early Christmas gift to her father and mother, the late Elton and Marcella McCarthy Kallin. She was married to the late Charles Kaye, her husband of over 50 years, with whom she raised 4 wonderful children in Littleton. Mary and Charlie were a dynamic team in the life of the town of Littleton, making significant contributions in the civic, volunteer and political arenas. Mary grew up in St. Paul, Minnesota in a large circle of caring family and friends. While there, she attended Derham Hall High School and St .Catherine's and the University of Minnesota. She boldly returned later in her life to graduate from Wellesley College. Her lifelong passions were family, faith, flowers and community service. At St. Anne Church, her 40 year ministry was crafting magnificent floral installations year round with particular gusto for Easter and Christmas. She created the Meditation Garden, a sanctuary of peace and reflection. She was a member of the Sodality and served on the Baptismal Committee. She played a role in the Cardinal appeal and was a Eucharist Minister. Since its inception in 1972, she was a Board Member of the Littleton Council on Aging, and was recently named as its first Emeritus Member. She was also a long-standing member of Littleton Country Gardeners and the Littleton Historical Committee. Her appreciation of the Arts led to a long-term commitment to Indian Hill Music of Littleton. She sat on the Board of Directors from 1999-2005, and again from 2010-2013. She was an ambassador for a range of Indian Hill interests from Garden Tour Committee to Fundraising. She also served on the Board of Directors of the Nashoba Valley Medical Center, for over 20 years. She sat on the Board of Incorporators for the Massachusetts Society for the Prevention of Cruelty to Children Association. She combined her love of art and flowers as a Patron Committee member of the Museum of Fine Arts, where she designed floral arrangements for their Art in Bloom event. She was a docent at the MFA with expertise in French and Asian art. Mary was the owner of Mary Kallin Kaye Designs; a floral and landscaping design business. She exhibited an installation of her design at the Boston Flower Show. She assumed an active role in promoting educational initiatives for both private and public schools. She sat on the Board of Trustees of the Catholic Schools Foundation, spearheading their Inner-City Scholarship Fund. She was instrumental in fundraising for Harvard, Wheaton College and Lawrence Academy, where her children attended school. She leaves behind her loving children, Kathleen Mary Kaye of Washington, DC, Charles F. Kaye Jr. of Charlottesville, VA, and Granada, Nicaragua, Gretchen Mary Kaye-Crowley of NY, Laura Kallin Kaye of Acton, Mass. She has 9 grandchildren, on whom she doted; Shaw, Christian, and Kaye McKean. Banks and Willa Kaye. Matthew, Pierce and Forbes Crowley. Greyson Kaye- Flemming.

DON O. SMITH

Don Smith, 79, of Littleton passed away on January 31, 2015 at Mass General Hospital. He was the beloved husband of Patricia (Walsh) Smith, they were married for 58 years. Born in 1935 in Fairgrove, Michigan he was the son of late Cecil and Beatrice Smith. In 1955, after serving a year for the Michigan National Guard, Don was transferred to Fort Devens as a member of the U.S. Army Security Agency. He served his country until 1961 when he left the armed forces to pursue a

successful career in Education. Don taught in numerous positions at Montachusett Regional Vocational Technical School in Fitchburg, MA for 24 years. Don held a Bachelors in Business Administration from UMASS Lowell and a Masters in Education from Fitchburg State College. In addition to his career in Education, Don also served as a town Selectman in Littleton for 6 years, serving as Chairman for 2 years. Don also served his community as a member of the Littleton Fire Department, both as an EMT and firefighter, earning the rank of Lieutenant over a 33 year career. He was a member of St. Andrew's Episcopal Church in Ayer, The American Vocational Assn., the Massachusetts Vocational Assn., and the National Registry of EMTs. Don is survived by his loving wife, Patricia (Walsh) Smith of Littleton, and his loving children Richard Smith of Littleton, Thomas Smith of Windham, NH, Donna Dewey of Ashby, MA. Don is also survived by his sisters, Judy Miller of Saginaw, MI, and Jacqueline Powers of Essexville, MI. Don was also the brother of late Phillip Smith. Don is also survived his loving and cherished 5 grandchildren and 3 Great Grandchildren.

KATHERINE PETKEWICH

Katherine "Kay" Petkewich, 82 died on July 13, 2014 after a brief illness. She was born in Lynn the daughter of the late Edward and Margaret (Connolly) Niland. Katherine was married to William J. Petkewich who died in 1984. She graduated from St. Mary's High School (Lynn) in 1949. Katherine and Bill moved to Littleton in 1963, and she has made her home and been active in town ever since. She was a familiar face at Town Hall helping in the Tax Office and working at the polls. She was a member of St. Anne's Parish for over 50 years. She loved to socialize and spend time with her family. Mrs. Petkewich is survived by her children Jim and his wife Laura of Leominster, Paul of Littleton, Janice Wenstrom and her husband Bernie of Ayer, Bob of Westminster, and Kerry Bremer and her husband David of Ayer; a sister Margaret Henkin of Stoughton; and grandchildren: Nicole, Kelsey, and Cassidy Wenstrom; Kristen, Jonathan, and Kaitlyn Bremer; and Amy, Shawn, Brian, Jill, Nick, Christopher, and Katie Petkewich. She also leaves several other relatives and close friends. She was pre-deceased by daughters-in-law, Jessica and Judy Petkewich; brothers James and Edward Niland, and sister Virginia Keith.

ELECTED TOWN OFFICIALS

MODERATOR

Timothy D Goddard 15 62 Edsel Rd

TOWN CLERK

Diane Crory 16 74 King St

BOARD OF ASSESSORS

Pamela Campbell	15	51 Boxboro Rd
Evelyn Masson	15	175 Whitcomb Ave
Donald Armstrong	16	15 Moore Ln
James Stephen Winroth	16	50 Bruce St
Frederick J Freund	17	45 Birch Rd

BOARD OF SELECTMEN

Alexander S McCurdy	15	100 Harvard Rd
Joseph Knox	16	10 Brandy Hollow
Paul J Avella	16	94 Grist Mill Rd
James F Karr	17	12 Elizabeth St
Melissa Hebert	17	29 Grove Rd

BOARD OF ELECTRIC LIGHT COMMISSIONERS/ BOARD OF WATER COMMISSIONERS

Craig Gruskowski	15	336 King St
Bruce Trumbull	15	29 Mill Rd
Joseph McCumber	16	29 Gray Farm Rd
Ivan Pagacik	16	123 Whitcomb Ave
Thomas Rauker	17	148 Russell St

SCHOOL COMMITTEE

Michael Mizzoni	15	2.5 Spartan Arrow
Michael Fontanella	15	213 Harwood Ave
Charles DeCoste	16	4 Matthew Dr
Daryl Baker	17	71 Grist Mill
Alexander Pratt	17	36 Birch Rd.

PLANNING BOARD 6 5 YEAR TERM

Mark J Montanari	17	242 King St
Richard P Crowley	18	359 King St
Peter Scott	19	5 Scott Rd
Donald MacIver	15	43 Foster St
Gerald Portante	16	68 New Estate Rd

TRUSTEES OF THE REUBEN HOAR LIBRARY

David Sill	15	53 Washington Dr
Tryphena Reidy	15	4 Beaver Brook Rd
Mark Rambacher	16	205 Hartwell Ave
Laura Beltrami	16	30 White Pine Dr.
Peter Church	17	9 Elmwood Rd
Lynn C Protasowicki	17	6 Crestview Rd

PARK AND RECREATION COMMISSIONERS

Frederick J Freund	15	45 Birch Road
W Brian Richter	15	139 Whitcomb Ave
Gary E Austin	16	162 Whitcomb Ave
Michael L Crory	16	160 New Estate Rd
Ivan Pagacik	17	123 Whitcomb Ave

CEMETERY COMMISSIONERS

Mary Gosby	15	11 Gray Farm Rd
David Badger	16	230 Harwood Ave
Janet Sullivan	17	7 Robinson Rd

BOARD OF HEALTH

William Cole	16	573 King St
Peter A Yapp	15	415 Newtown Rd
Ann Loree	16	39 Dahlia Dr
Bradley C Mitchell	17	41 Harwood Ave
Gino Frattalone	17	26 Harwood Ave

BOARD OF COMMISSIONERS OF TRUST FUNDS

David Stevens	16	4 Masonbrook Ln
Richard Hoole	17	7 Uplands Rd
Andrew Sammarco	15	20 Forest Rd

HOUSING AUTHORITY -- 5 YEAR TERM

Mildred McGovern	17	38 New Estate Rd
Michael Morey	18	50 New Estate Rd
*Bartlett Harvey	15	146 Mill Rd
Theresa Schwulst	15	59 Tahattawan Rd
Gino Frattalone	16	26 Harwood Ave

*Commonwealth Appointee

APPOINTED TOWN OFFICIALS**TOWN ADMINISTRATOR**

Keith A. Bergman (2016)

*Metropolitan Area Planning Council Representative
MAPC MAGIC sub-region representative
MART advisory board representative*

TOWN COUNSEL

Miyares & Harrington

LABOR COUNSEL

Kopelman and Paige, P.C.

ASSISTANT TOWN ADMINISTRATOR**FOR FINANCE & BUDGET**

Bonnie-mae Holston (2016)

Town Accountant

Chief Procurement Officer

TOWN TREASURER

Steven Venuti

TAX COLLECTOR
Deborah Richards
Rebecca Quinn (Retired 12/31/14)

FIRE CHIEF
Scott T. Wodzinski (2015)

CHIEF OF POLICE
Matthew King (2017)

CONSTABLES
Chief of Police Matthew King
Deputy Police Chief Jeffrey Patterson
Ronald Raffi 2015
David Allen 2015
Clark Paige 2015
Keith Leighton 2015

ELECTION WARDEN
Sandra Clyde

HIGHWAY OPERATIONS MANAGER
James Clyde

BUILDING COMMISSIONER
Roland J. Bernier

BUILDING INSPECTOR
Gabriel Vellante

INSPECTOR OF WIRES
Bill Morehouse

DEPUTY GAS INSPECTOR
Joseph Cormier Jr.

SPECIAL PLUMBING/GAS INSP.
Thomas Wielinski

CHIEF ASSESSOR
Katherine Miller

DEPUTY FIRE CHIEF
Thomas Clancy (2016)

DEPUTY CHIEF OF POLICE
Jeffrey Patterson (2016)

MAINTENANCE SUPERVISOR
William Cole

INFORMATION SYSTEMS MANAGER
Nancy Glencross

DIRECTOR OF ELDER & HUMAN SERVICES
Pamela Campbell

VETERANS AGENT
John F. Boroski

ASSISTANT WIRING INSPECTOR
Joe Gervais

PLUMBING INSPECTOR
Ed Sullivan

DEPUTY PLUMBING INSPECTOR
Joseph Cormier Jr.

GAS INSPECTOR
Ed Sullivan

SEALER OF WEIGHTS & MEASURES
Northern Middlesex Council of Governments

GRAVES REGISTRATION OFFICER
David Badger

NASHOBA VALLEY TECH H.S.
Charles Ellis, District Representative

TOWN BOARD & COMMITTEES

Commission on Disabilities

Members

Randall Benoit
Barttlet Harvey
Keith Bergman, ADA Coordinator

Registrars of Voters

Members

Diane Crory, Town Clerk
Katherine Petkewich
Sandra Clyde
Ellen Banks

Conservation Commission

Members

James Pickard, Chair	Term Expires: 2015
Peter Tierney	2015
Thomas Mann	2016
Carl Melberg	2015
Sarah Seaward	2017
Anna Mayor	2017
Andrew Sammarco	2016

Cultural Council

Members

Michael Kearney	Term Expires 2014
Ed Horniak	2014
Kathleen Horniak	2014
Christine Faulkner	2014
Steven Glines	2015
Kim Ahern	2015

Permanent Municipal Building Committee

Members

Jef Feehan, Chair	Term Expires 2017
Joe Collentro	2017
Richard Crowley	2019
Stephen Moore	2015
Carl Bryant	2019
Bill Cole	2015
Michael Mizzoni	

Agricultural Commission

Members

Jamie Cruz (farmer)	Term Expires 2016
Paula Robinson (farmer)	2016
Peter Yapp (farmer)	2015
Daniel Pickard (farmer)	2015
William Pickard	2017
Andrew Sammarco	2016
Jake Mann	2015

Finance Committee

Members

Allen McRae	Term Expires 2017
Paul Glavey, Chair	2017
Chris Hinckley	2015
Steve Moore	2017
Betsy Bohling	2015
Fred Faulkner	2016
Peter Vilcans, Clerk	2015

Zoning Board of Appeals

Members

Sherrill Gould, Chair	Term Expires 2016
Bill Farnsworth, Vice-Chair	2016
Jeff Yates, Clerk	2017
John Cantino, Member	2017
Cheryl Hollinger, Member	2015
Alternates:	
Rod Stewart, Alternate	2016
Marc Saucier, Alternate	2016
Alan Bell, Alternate	2016
Patrick Joyce, Alternate	2017

Personnel Board

Members	Term Expires
Allen McRae	2017
Alex McCurdy	2015
Anita Harding	2016
Steve Venuti	2015
Joseph Gaffney	2015
Don O. Smith	2016

Community Preservation Committee

Members	Term Expires
Andrew Sammarco (Conservation)	
John Leger (Historical)	
Brian Ritcher (Park&Rec)	
Donald MacIver (Planning)	
Bartlett Harvey (Housing)	
Jeff Feehan, Vice Chair (BoS)	2017
Patrick Joyce (BoS)	2017
Mit Wanzer, Chair (BoS)	2016
Elliot Putnam (BoS)	2015

Council on Aging

Members	Term Expires
Marjorie Payne, Chair	2015
Louise Curley, Vice Chair	2016
Robert Stetson, Secretary	2017
Susan Dunn	2017
Mary Catalanotto	2016
Barry M. Curcio	2015
Barbara Kamb	2017
Christopher Simone	2017
Janet Johnson	2017
George Sanders	2015

Historical Commission

Members	Term Expires
Ronald Goddard	2015
Andrew Watt	2015
Maureen Adema, Treasurer	2015
Linda Stein	2017
John Leger, Chair	2016
Donna White	2016
Jonathan Liebowitz, Vice Chair	2017

LCTV Advisory Committee

Members:	Term Expires
Alan Hoff	2016
Barbara McRae	2016
Robert Spinozzi	2016
Millie McGovern	2015
Leslie GLorioso	2015
Allen McRae	2017
David Sill	2017

Clean Lakes Committee

Members	Term Expires
Leon Weavor, <i>Spectacle Pond Member</i>	2015
David Richard, <i>Spectacle Pond</i>	2017
<i>Alternate</i>	2016
Steve Sussman, <i>Mill Pond Member</i>	2015
Timothy Wanzer, <i>Mill Pond Alternate</i>	2017
John Folsom, <i>Long Lake Member</i>	2016
Frank Vigna, <i>Long Lake Alternate</i>	2015
Charles Bush, <i>Lake Matawanakee Member</i>	2017
Scott C. Lewis, <i>Lake Matawanakee Alternate</i>	2016
Gerald James, <i>Citizen at Large</i>	2015
Sheryl James, <i>Citizen at Large</i>	2017
Scott C. Lewis, <i>Citizen at Large</i>	
Jim Barisano, <i>Citizen at Large</i>	

Open Space and Recreation Plan Committee

Members:
Peter Church
Vera Cohen
Andrew Sammarco
Samuel Bell
Gary Austin

Study Committee To Increase Voter Participation

Members:
Timothy Goddard, Town Moderator
Diane Crory, Town Clerk
Henry Christle, Sr, Voter at Large
Andrew Samarrco, Voter at Large

Study Committee To Increase Voter Participation
(Continued)

Alex Pratt, Voter at Large
Bill Cole, Voter at Large
Linda Lord, Voter at Large
Marc LaVigne, Voter at Large

Bicycle & Pedestrian Advisory Committee

Members

Inna Landsman
Jonathan Isaac
Nikolaus Bates-Haus
Ann Grace
Paulo Loureiro
Dulcey Lacroix

Sustainability Committee

Members

Erin Healy, Chair
Jack Apfelbaum
Brian Balukonis
Katie Carruth,
Joshua Cook
Tracy Cutter
Rick Findlay
Donald MacIver
Sarah Rambacher
Gary Lacroix

Economic Development Committee

Members

Edward Coykendall
Ian Emery
Lisa Flannagan
Paul Glavey
Scott Lewis
Cornelius O'Leary, Jr.
Ivan Pagacik, Chair
Joseph Prendiville

Tercentennial Committee

Members

John Holmer
Ann Himmelberger
Mildred McGovern
Robin Sewell
Kathy Knox
Mary Dugan
Michael Crory
Joe Knox
Diane Crory, Town Clerk

Littleton Common Committee

Members

Jennifer Cameron
Katie Carruth
Joseph Ficciella
Brandon Foye
Lynda Giannetta
Ronald Goddard
Megan Rank
Nathan Whitney
Joe Azzolino

Housing Committee

Members

David Campbell, Chair
Bartlett Harvey
Paulo Loureiro
Doug Shaw
James Karr (Selectmen)
Richard Crowley (Plan Bd)
Jeffrey Yates (ZBA)

Special Weighers & Sealers

W. J. GRAVES CONSTRUCTION

Steve Baronoski
Ed Nowers

FLAME

Tom Wood
Michele Roche
Ronald Pollock
Brian Pollock
Jesse Wetteland

KRAFT FOODS

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

AGGREGATE INDUSTRIES

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

BOARD OF SELECTMEN

The Board of Selectmen, working harmoniously together and with other Boards and Commissions, has provided the Town with a vision in many aspects and areas. The Master Plan for the Town is now under review; the Town's Housing Production Plan has been approved which includes plans to allow Littleton to keep its affordable housing stock above the 10% mandated state goal. In what many consider tough economic times, the Town finds itself in a stable position. Economic development has been moving forward keeping in mind the character of the town. Our comprehensive road program continues to push forward and plans are being made for a needed new Fire Station.

Littleton, like other communities, is dealing with a challenging financial economic. Our Town is fortunate to have such a professional Finance Department, a dedicated Finance Committee, and conscientious Department Heads that strives for a financial status that is under control and provides the services our residents deserve. I am happy to report that Standard & Poor's has upgraded the Town's bond rating from AA to the highest AAA rating. Just part of Standard & Poor's assessment factors included the following: a very strong budgetary flexibility with positive reserves, strong budgetary performance and a stable and consistent revenue profile, very strong liquidity characterized by strong cash levels to cover both debt services and expenditures and very strong management conditions, strong financial policies and practices, and strong management conditions. The perfect example of AAA rating is the Water Department Improvement Bond that was sold at a 2.62% rate and that over the time of the Bond will save the Town between \$400,000 and \$500,000.

The Selectmen have strived for clean commercial growth that fits in with the character of the town. Just a few years ago through the authorization of Town Meeting the Selectmen entered into Tax Incremental Agreement (TIF) with FIBA Technologies. Since that time FIBA has beautified a long ignored building and continues to add jobs. In 2014 the Selectmen entered into a TIF with Potpourri Group, a catalog order company that will bring over 230 jobs to Littleton and will be located on Distribution Circle on a lot that was a concrete grave yard. The Point is about to finish Phase One of development adding Starbucks, AT &T, The Vitamin Shoppe and Market Basket. The next Phase will add a number of restaurants and Phase Three will feature a state of the art Cinema, retail space and office space. The Planning Board just approved a hotel that will be constructed near the entrance to the Point.

The Board of Selectmen in conjunction with the Planning Board has formed a committee to update our Master Plan. With the possibility of substantial residential growth the Selectmen, Planning Board and Housing Committee have updated our Housing Production Plan, which the Commonwealth has now approved through the year 2020. Town Boards are investigating different avenues to keep our percentage of affordable units above 10% which would eliminate the possibility of unfriendly 40B projects.

The Board of Selectmen supports our continuing, comprehensive road plan. The Nashoba Road project started last fall will be completed this Spring (if our eight feet of snow melts). New Estate Road and Nagog Hill Road are in the design phase.

The highlight over this past year was our Tercentennial Celebration. The 300th Committees and all the volunteers should be congratulated on such a well planned historic anniversary. From Opening to Closing, the year was filled with numerous events both large and small including the vintage picnic, the Town's largest ever parade, the spectacular fireworks display, and the Classic Ball.

Let me end by saying thanks to all our Town employees that provide the excellent service that make this Town so special. I would also like to thank Ted Doucette-- who stepped down from the Board last spring after many years of service on the Board of Selectmen and the Board of Health-- and to welcome two newcomers to the Board of Selectmen, Melissa Herbert and Paul Avella.

Respectfully submitted,
Joseph Knox, Chairman, Board of Selectmen

TOWN ADMINISTRATOR

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

AAA Bond Rating

In 2014, the Town of Littleton received an excellent report card from the Standard & Poor's bond rating agency, which announced that it had raised the Town's AA rating by two notches, to AAA. S&P defines its AAA rating as "Extremely strong capacity to meet financial commitments. Highest Rating." S&P's March 18, 2014 report said its AAA rating for Littleton reflected the Town's very strong economy; very strong budgetary flexibility; strong budgetary performance; very strong liquidity; very strong management conditions; and strong financial policies and practices. Congratulations again to the Finance Team-- led by Assistant Town Administrator for Finance & Budget Bonnie Holston and Treasurer Steve Venuti-- for their hard work in bringing this about, and for the support of the Finance Committee and Board of Selectmen.

Blended Community Preservation Act.

In 2014, Littleton became the first Town in the Commonwealth to accept the so-called "blended" Community Preservation Act. By adoption of the Blended CPA, the Town's one percent CPA property tax surcharge can be augmented by municipal revenues up to the equivalent of another two percent, which increases the base for CPA state matching funds. Whether and to what extent municipal funds are added to the Blended CPA fund requires a high degree of coordination between the Town government, the Community Preservation Committee, and the community as a whole. So the Board of Selectmen, Finance Committee, and CPC have jointly adopted a CPA Appendix to the Town's financial policies, in order to better integrate Blended CPA funds into the Town's financial policies and procedures, including operating and capital budgeting, and short- and long-range fiscal planning processes. Under that policy, those three boards have committed to annually adopt, review and update a long-range plan for use of blended CPA funds over the next 10 to 20 years. The blended plan will incorporate any plan adopted by the CPC for the 1% CPA property tax surcharge, and will include public hearings, and outreach to the community and affected Town boards and departments.

Economic Development

The Point. Sam Park & Company continued with construction of its 580,000-square-foot mixed-use development, *The Point*, which will create some four hundred jobs. The Point's anchor tenant, Market Basket, opened in November 2014. A soft opening of The Point complex is expected during 2015. The initial phase of the project also involves a 100-room hotel, restaurants, retail establishments, a movie theater, and a bowling alley.

Potpourri Group. November 12, 2014 Special Town Meeting voters authorized the Board of Selectmen to approve a 12-year Tax Increment Financing (TIF) agreement for the Potpourri Group, a catalog call center/warehouse business looking to relocate to a new 450,000-square foot building in Littleton. Potpourri employs 227 in other towns, which will be relocated to Littleton. Another 130 jobs will be added by Year 12 of the agreement. Some \$49-million is being invested to construct and equip Potpourri's state-of-the-art facility here. The Town will collect an additional \$3.5-million in property taxes over 12 years. The host community agreement provides for a one-time mitigation payment to the Town of \$300,000 upon issuance of the building's certificate of occupancy, expected in 2016.

Transportation

For Littleton and other communities north and west of Boston, along Route 2 and I-495, transportation means jobs. We're all about the so-called *reverse commute* and *last mile* which are vital for economic growth in our region. For communities like Littleton with a commuter rail station, the MBTA is essential for linking

where our employees live ó many in Boston and Cambridge ó with where they work ó along the technology belt that is Interstate 495. Our communities are grateful for the \$227-million in federal and state capital improvements to the MBTA's Fitchburg commuter rail line. Those improvements-- which will all be completed by year's end--include dual tracking, signalization upgrades, and new commuter rail stations for South Acton and Littleton. But in order to make the most of these significant capital investments, we need expanded MBTA services-- an earlier, later, and more frequent commuter rail schedule. In August of 2014, we saw the first service level improvements with the first reverse commute of the day from Boston arriving in Littleton one hour earlier-- at 8:30 rather than 9:40 AM. But we need to do better still. We also need ólast mileó shuttles that link our transportation hubs with major employers in the region like IBM in Littleton, Cisco Systems in Boxborough, Juniper and Red Hat in Westford, and Bristol Myers Squibb at Devens. We also need more parking at our brand new stations, where we've already exceeded capacity. Littleton, Acton, Westford, Boxborough, Maynard and other nearby towns have established our transportation management association-- óCrossTown Connectóó as a public-private partnership of municipalities and employers to provide a framework for making smart decisions about expanded and coordinated transportation services. Expanded MBTA services are critical for economic growth across the Commonwealth. We look forward to continuing to work with our legislators, the Administration, and the MBTA to find the way forward that benefits us all.

Housing Production Plan Adopted; 10% Goal Achieved

In 2014, the Town of Littleton's subsidized housing inventory reached 12.52%-- exceeding the 10% goal under the State's Chapter 40B. Littleton's SHI underwent several changes in 2013-2014, rising above the 10% threshold, then falling below, then once again rising above, as the 15 Great Road 40B project was first approved for 190 rental units, and then reconfigured for 144 rentals and 56 ownership units. In August 2014, building permits were issued for the 144 rental units; increasing the Town's SHI to a total of 431 units, or 12.52% of the Town's total year-round housing stock per the 2010 U.S. Census.

Littleton's Housing Production Plan was updated in 2014, and approved by the Massachusetts Department of Housing and Community Development through January of 2020. It outlines a number of strategies intended to direct housing development and preservation in such a way that the Town will remain above 10%, and therefore be in control of its 40B destiny. The Metropolitan Area Planning Council (MAPC) was engaged to prepare an update of the Housing Production Plan, working with a Housing Committee comprised of representatives from the Planning Board, Board of Selectmen, Housing Authority, Zoning Board of Appeals, Community Preservation Committee, and the community at large. Public forums were held in June and September, and the final plan was unanimously adopted by the Planning Board and Board of Selectmen in December.

Littleton continues to participate in the regional housing services office led by the Town of Hudson for the five MAGIC towns of Bolton, Boxborough, Hudson, Littleton, and Stow; and continues to coordinate an MAPC initiative to explore ways in which housing authorities and their host communities in our region can work better together through collaborative efforts.

Regional

Representing the Town of Littleton, I was elected as Vice President of the Metropolitan Area Planning Council (MAPC), and continue to chair the MAGIC (Minuteman Advisory Group on Interlocal Coordination) sub-region of MAPC. I also serve on the Montachusett Regional Transit Authority Advisory Board and chair MART's Finance and Executive Compensation Subcommittee.

Thanks to all Town employees, board members, and volunteers-- and to the citizens of Littleton-- whom it is our privilege to serve.

Respectfully submitted,
Keith A. Bergman
Town Administrator



Assistant Town Administrator for Finance & Budget Bonnie Holston and Town Administrator Keith Bergman march in the Littleton's 300th Parade, September 6, 2014.

DEPARTMENT OF FINANCE AND BUDGET

I hereby submit my report as the Town Accountant for the fiscal year ending June 30th, 2014.

DEPARTMENT DESCRIPTION

The Department of Finance consists of the offices of Director of Finance, Accounting, Assessing, Treasurer and Collector. The Department is responsible for the overall financial management of the Town, including advising and updating the Town Manager, Board of Selectmen, Finance Committee, and other interested parties on the Town's financial condition. Services provided include, but are not limited to, preparation of the five-year Capital Improvement Plan, financial status reports, cash management, debt management, property valuation assessments, citizen assistance programs, property tax and utility billing, collection activities, risk management, audit review and internal financial controls. Additionally, the Department oversees Town compliance with the Uniform Procurement Act.

The Department is responsible for complying with a myriad of municipal finance laws and regulations as well as meeting the financial reporting requirements of the Federal and State government. These financial controls are essential in order to properly safeguard taxpayer dollars. Much of the activity of the Department of Finance involves the day to day management of the Town's finances including the \$42 million general fund budget, \$7.6 million in special revenue, \$36 million in enterprise funds (water and electric), as well as trust

funds. The Department also monitors and reviews the capital spending activity of all departments. The Department processes the payroll including all monthly, quarterly and annual reports for Town and School employees. On a weekly basis the Department processes hundreds of invoices for payment to vendors, for services and supplies, procured by Town departments.

PERSONNEL CHANGES

One new member joined the Finance Department last year, Kathy Miller, as the Chief Assessor upon the Retirement of Ken Mildren in 2013, who served the Town admirably in this position for 10 years. Kathy has quickly become familiar with her duties and we are happy to have her as part of the team.

Tax Collector Rebecca Quinn announced her intent to retire effective the end of calendar 2014. Becky's longstanding service to the Town began in 1986, when she was hired as Assistant Collector/Assistant Town Clerk. From 1999 to 2008, Becky was the Town's elected Tax Collector. The May 2007 Annual Town Election made the position an appointed one, and Becky has served as the Town's appointed Tax Collector since May 10, 2008. We wish her well in her retirement.

I would like to thank the Board of Selectmen, Finance Committee and Town Administrator Keith Bergman for their support throughout the challenges of this past year. I would also like to thank Steve Venuti ó Treasurer, Ann Essman ó Assistant Treasurer/HR Coordinator, Michelle Reynolds ó Assistant Accountant as well as all the staff throughout the Finance Department.

FY2014 HIGHLIGHTS

STANDARD &POOR'S Upgrades Town of Littleton's bond rating from AA to AAA

2/27/2014- Standard and Poor's upgraded the Town of Littleton's bond rating from AA to AAA, its highest rating. S&P defines its AAA rating as "Extremely strong capacity to meet financial commitments. Highest Rating." The rating reflects S&P's assessment of the following factors for the town:

- ÉVery strong economy with access to the Boston metropolitan statistical area (MSA);
- ÉVery strong budgetary flexibility with 2013 available reserves at 23.5% of general fund expenditures;
- ÉStrong budgetary performance and relatively stable and consistent revenue profile with no appreciable funding interdependence with the state and federal government;
- ÉVery strong liquidity characterized by strong cash levels to cover both debt service and expenditures and demonstrated capital market access;
- ÉVery strong management conditions and strong financial policies and practices that we believe are embedded and sustainable

Operating Budget

Town Operating budgets continue to feel pressure as a result of stagnant State Aid levels. In Fiscal 2014 the Town's state aid was essentially flat over the FY2013 actual amounts received for both Town and School State Aid Accounts. State Aid represented approximately 12.2% of the available revenue.

Consistent new growth revenues have helped mitigate some of the impact of relatively flat state aid revenues. The tax levy increase of 4% (2.5% plus new growth) for FY2014 was driven in large part to an increase in new Personal Property and new Residential Housing stock. The tax levy is the major source of funding for the Town Operations, representing 73.1% of the total available revenue.

Despite continued budgetary pressures, the Town's reserves were augmented by an increase in the Undesignated Fund balance from \$4.8 million ending FY2013 to \$5.8 million ending FY2014. This increase

was driven primarily by larger than anticipated Excise receipts and Building permit fees, as well as approximately 3% of the operating budget expenses turned back as unexpended. The Town also continued to work towards funding its OPEB obligations, with a total of \$813,000 transferred to the Trust for Post Employment Benefits.

There was continued support from the taxpayers for investments in town equipment, facilities and infrastructure. The FY2014 capital plan expenditures totaled \$1,893,913 funded under the levy limit; and by recommendation of the Board of Selectmen and Finance Committee included the creation of a Capital Stabilization Fund with an initial appropriation of \$196,000 to be utilized as determined for future projects. Also highlighted are upgrades to Public Safety radio systems and replacements within the Ambulance fleet within the Fire Department. Roadway improvements also continue, with the construction start of Harvard Road repairs and the design of New Estate and Nagog roads.

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

Bonnie-mae Holston
Assistant Town Administrator for Finance and Budget
Town Accountant

Town of Littleton - Budget to Actual June 30, 2014

	Department	FY2014 Budget	FY2014 Actual
114	MODERATOR		
	Personal Services	-	-
	Expenses	100.00	-
	Total 114	100.00	-
122	SELECTMEN / TOWN ADMINISTRATOR		
	Personal Services	166,720.00	166,738.00
	Expenses	11,870.00	11,866.00
	MAGIC/MAPC Assessments	11,625.00	11,600.00
	Total 122	190,215.00	190,204.00
131	FINANCE COMMITTEE		
	Personal Services	-	368.00
	Expenses	500.00	235.00
	Total 131	500.00	603.00
132	RESERVE FUND		
	Expenses	150,000.00	118,721.00
	Total 132	150,000.00	118,721.00
135	FINANCE AND BUDGET		
	Personal Services	554,380.00	554,349.00
	Expenses	36,655.00	33,989.00
	Audit	37,500.00	33,690.00

Department	FY2014		FY2014 Actual
	Budget	Actual	
Total 135	628,535.00		622,028.00
151 LEGAL			
Expenses	175,000.00		263,164.00
Total 151	175,000.00		263,164.00
155 INFORMATION SYSTEMS			
Personal Services	87,030.00		87,028.00
Expenses	174,402.00		174,402.00
Total 155	261,432.00		261,430.00
161 TOWN CLERK			
Elected Salaries	54,355.00		54,335.00
Personal Services	17,625.00		17,088.00
Expenses	1,500.00		1,498.00
Transfer In - Dog Tax Fund	(2,200.00)		(2,200.00)
Total 161	71,280.00		70,721.00
162 ELECTIONS & REGISTRATIONS			
Personal Services	-		-
Expenses	8,700.00		12,000.00
Total 162	8,700.00		12,000.00
171 CONSERVATION COMMISSION			
Personal Services	23,490.00		23,490.00
Expenses	1,000.00		1,000.00
Transfer In - Wetland Fund	(5,280.00)		(5,280.00)
Total 171	19,210.00		19,210.00
175 PLANNING BOARD			
Personal Services	61,055.00		60,287.00
Expenses	1,175.00		1,112.00
Total 175	62,230.00		61,399.00
176 APPEALS BOARD			
Personal Services	4,240.00		4,237.00
Expenses	1,200.00		135.00
Total 176	5,440.00		4,372.00
191 BUILDING MAINTENANCE			
Personal Services	50,405.00		51,987.00
Expenses	365,000.00		364,998.00

		FY2014	FY2014
	Department	Budget	Actual
	Total 191	415,405.00	416,985.00
193	GENERAL INSURANCE		
	Expenses	340,000.00	300,567.00
	Total 193	340,000.00	300,567.00
194	EMPLOYEE/RETIREE BENEFITS		
	Expenses	5,323,003.00	4,892,444.00
	Other Post Employment Benefits Liability Fund	813,998.00	813,998.00
	Transfer In - Cable Studio Benefits	(21,692.00)	(21,692.00)
	Transfer In - Recreation Revolving	(14,647.00)	-
	Total 194	6,100,662.00	5,684,750.00
196	TOWN REPORT / TOWN MEETING		
	Expenses	5,000.00	4,899.00
	Total 196	5,000.00	4,899.00
197	CABLE STUDIO		
	Personal Services	83,400.00	83,400.00
	Expenses	20,250.00	20,250.00
	Transfer In - Cable Access Fees	(103,650.00)	(103,650.00)
	Total 197	-	-
210	POLICE / DISPATCH		
	Personal Services	1,543,047.00	1,540,931.00
	Expenses	100,571.00	102,687.00
	Total 210	1,643,618.00	1,643,618.00
220	FIRE / EMS DEPARTMENT		
	Personal Services	936,753.00	888,938.00
	Expenses	95,523.00	108,845.00
	Transfer In -Ambulance Fees	(287,000.00)	(287,000.00)
	Total 220	745,276.00	710,783.00
241	BUILDING DEPARTMENT		
	Personal Services	98,768.00	98,768.00
	Expenses	5,430.00	2,366.00
	Transfer In - Inspectional Revolving	(3,000.00)	(3,000.00)
	Total 241	101,198.00	98,134.00
300	SCHOOL DEPARTMENT		
	Budget	16,400,000.00	16,400,000.00

		FY2014 Budget	FY2014 Actual
	Department		
Transfer In - LH Zappy Trust		(200.00)	(200.00)
Transfer In - Hildreth Trust		(6,000.00)	(6,000.00)
Transfer In - Goldsmith Trust		(500.00)	(500.00)
Transfer In - Johnson Trust		(750.00)	(750.00)
Total 300		16,392,550.00	16,392,550.00
301	TECHNICAL SCHOOL EXPENDITURES		
Expenses		729,712.00	726,330.00
Total 301		729,712.00	726,330.00
420	HIGHWAY DEPARTMENT		
Personal Services		714,552.00	645,166.00
Expenses		396,927.00	346,815.00
Streetlights		30,693.00	29,351.00
Park Maintenance		9,250.00	9,250.00
Wastewater/Stormwater		65,000.00	77,000.00
B&M Crossing		2,806.00	2,806.00
Gasoline		120,000.00	124,685.00
Total 420		1,339,228.00	1,235,073.00
422	ROADWAY REPAIRS		
Expenses		483,673.00	483,674.00
Total 422		483,673.00	483,674.00
423	SNOW & ICE		
Personal Services		68,000.00	98,334.00
Expenses		132,000.00	316,386.00
Total 423		200,000.00	414,720.00
491	CEMETERY DEPARTMENT		
Personal Services		91,445.00	90,083.00
Expenses		17,800.00	17,800.00
Transfer In - Cemetary Trust		(13,000.00)	(13,000.00)
Transfer In - Sale of Cemetery Lots		(12,000.00)	(12,000.00)
Transfer In - Graves		(18,897.00)	(18,897.00)
Total 491		65,348.00	63,986.00
510	HEALTH DEPARTMENT		
Personal Services		19,065.00	19,064.00
Expenses		3,235.00	1,390.00
Assessment - Nashoba BOH		22,250.00	22,250.00
Assessment - Nashoba Nursing		8,325.00	8,326.00

		FY2014 Budget	FY2014 Actual
	Department		
	Assessment - Eliot Clinic	3,780.00	3,780.00
	Assessment - SANS Program	-	-
	Animal Inspector	2,400.00	2,400.00
	Transfer In - B. Sampson Animal Fund	(2,500.00)	(2,500.00)
	Total 510	56,555.00	54,710.00
541	ELDER AND HUMAN SERVICES		
	Personal Services	70,195.00	69,365.00
	Expenses	13,416.00	12,340.00
	Total 541	83,611.00	81,705.00
543	VETERANS SERVICES		
	Personal Services	5,000.00	5,000.00
	Expenses	750.00	245.00
	Veteran Benefits	25,000.00	73,316.00
	Total 543	30,750.00	78,561.00
610	REUBEN HOAR LIBRARY		
	Personal Services	397,933.00	378,868.00
	Expenses	71,157.00	71,022.00
	Merrimack Valley Assessment	31,714.00	31,714.00
	Transfer In - Library Trust Fund	(11,500.00)	(11,500.00)
	Total 610	489,304.00	470,104.00
630	PARK AND RECREATION DEPARTMENT		
	Personal Services	168,095.00	168,095.00
	Expenses	-	-
	Recreation Enterprise subsidy	-	-
	Transfer In - Revolving Wages	(128,095.00)	(128,095.00)
	Transfer In - Revolving Fields	-	-
	Total 630	40,000.00	40,000.00
690	OTHER CULTURE & RECREATION		
	Historical	4,200.00	4,200.00
	Memorial Day	500.00	500.00
	Patriot's Day	50.00	50.00
	Total 690	4,750.00	4,750.00
700	DEBT		
710	LONG TERM DEBT	3,612,121.00	3,612,121.00
720	SHORT TERM DEBT	325,163.00	322,511.00
	Transfer In - Self Help Grant	(17,000.00)	(17,000.00)
	Transfer In - Wastewater Settlement	(17,274.00)	(17,274.00)

Department	FY2014 Budget	FY2014 Actual
Transfer In - Oak Hill Cell Tower	(36,269.00)	(36,269.00)
Transfer In - Newtown Hill Cell Tower	(42,248.00)	(42,248.00)
Transfer In - Clean Lakes	-	-
Transfer In - Bond Premium	(62,268.00)	(62,268.00)
Transfer In - Community Preservation	(61,038.00)	(61,038.00)
Transfer In - Light Department	(168,687.00)	(168,687.00)
Total 700	3,532,500.00	3,529,848.00

FUNDING SUMMARY

Net Budgets	35,407,477.00	35,080,647.00
Transfers In	(1,035,695.00)	(1,021,048.00)
Total Appropriated Budgets	34,371,782.00	34,059,599.00

	General Fund	Special Revenue Funds	Govern Grant Funds	Capital Project Funds	Electric Enterprise	Water Fund	Ambul Fund	Trust Fund	Agency Fund	Long Term Debt Group	FUND BALANCES
ASSETS											
Cash	10,150,402.92	5,715,611.17	34,688.60	82,067.08	14,456,276.34	3,563,242.68	0.00	9,117,240.13	151,900.41	0.00	42,206,125.92
Receivables	239.66	493,786.50	0.00	0.00	-13,146.23	-1,126.60	0.00	0.00	0.00	0.00	152,924.11
Property Taxes	749,966.84	2,083.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	696,771.25
Allowance for Abate & Exempt	-742,294.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,140,599.80
Tax Liens	440,565.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	391,151.84
Motor Vehicle Excise	129,942.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108,123.22
Amts Prov for Pay of Bonds	0.00	0.00	0.00	0.00	0.00	1,751,875.00	0.00	0.00	0.00	27,552,129.80	26,492,103.48
TOTAL ASSETS	10,728,822.81	6,211,481.08	34,688.60	82,067.08	14,443,130.11	5,313,991.08	0.00	9,117,240.13	151,900.41	27,552,129.80	68,906,600.02
LIABILITIES											
Liabilities	410,727.93	414,978.14	0.00	0.00	-13,146.23	0.00	0.00	0.00	151,900.41	3,331,582.93	14,164,652.56
Tailings	10,647.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,232.72
Def Rev Prop Tax	741.72	2,083.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-443,500.55
Def Rev Tax Liens	440,565.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	391,151.84
Def Rev MV Excise	129,942.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108,123.22
L - User Charges / Liens	0.00	78,808.36	0.00	0.00	0.00	-1,126.60	0.00	0.00	0.00	0.00	61,289.86
Bonds Payable	0.00	0.00	0.00	560,000.00	946,400.00	1,751,875.00	0.00	0.00	0.00	27,552,129.80	27,299,836.81
BANS DUE	0.00	0.00	0.00	234,507.00	0.00	4,554,400.00	0.00	0.00	0.00	0.00	5,292,900.00
TOTAL LIABILITIES	992,624.61	495,869.91	0.00	794,507.00	933,253.77	6,305,148.40	0.00	0.00	151,900.41	30,883,712.73	46,886,686.46
FUND BALANCES											
FUND EQUITY	0.00	5,715,611.17	34,688.60	-712,439.92	13,509,876.34	0.00	0.00	9,117,240.13	0.00	0.00	24,770,845.71
Reserved for Encumberances	3,096,018.40	0.00	0.00	0.00	0.00	3,198,669.89	0.00	0.00	0.00	0.00	1,699,245.12
Reserved for Expenditures	379,110.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,289,530.00
Reserved for Deficits	-59,101.79	0.00	0.00	0.00	0.00	-4,554,400.00	0.00	0.00	0.00	0.00	-152,648.64
Designated	495,914.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	410,182.06
Undesignated	5,824,257.55	0.00	0.00	0.00	0.00	364,572.79	0.00	0.00	0.00	0.00	7,341,740.31
BUDGETARY CONTROL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FUND BALANCES	9,736,198.20	5,715,611.17	34,688.60	-712,439.92	13,509,876.34	-991,157.32	0.00	9,117,240.13	0.00	0.00	35,358,894.56
TOTAL LIABILITIES &	10,728,822.81	6,211,481.08	34,688.60	82,067.08	14,443,130.11	5,313,991.08	0.00	9,117,240.13	151,900.41	30,883,712.73	82,245,581.02

TOWN TREASURER

***Outstanding Bond Debt
as of June 30, 2014***

<u>Date of Issue</u>	<u>Issue</u>	<u>Original Amount</u>	<u>Current Balance</u>	<u>Maturity Date</u>
<u>Light Dept</u>				
12/15/2007	Light Dept - Op Center refunding	1,248,000.00	667,333.33	9/15/2018
<u>Sub Total - Light Department Debt</u>		1,248,000.00	667,333.33	
<u>Water Dept</u>				
2/15/1999	Ultrafiltration #1- refunding	1,485,000.00	125,000.00	12/1/2014
12/7/2012	Water Tank - refunding	1,332,000.00	575,000.00	1/15/2023
5/15/2005	Nashoba Rd	350,000.00	170,000.00	5/15/2023
12/15/2007	Ultrafiltration #2 - refunding	414,225.00	135,000.00	9/15/2016
2/1/2010	Water Capital Improvements	191,088.00	150,000.00	2/1/2029
2/1/2010	Ozone Generator	86,609.00	30,000.00	2/1/2018
<u>Sub Total - Water Department Debt</u>		3,858,922.00	1,185,000.00	
<u>Town Debt - Inside Prop 2 1/2</u>				
12/15/2007	Town Offices renovation - refunding	256,550.00	60,000.00	9/15/2015
12/15/2007	Fire House renovations - refunding	77,050.00	15,000.00	9/15/2016
2/15/1999	Matawanakee Betterment	450,000.00	100,000.00	12/1/2018
12/15/2007	Shaker Lane - Refunding	2,352,000.00	1,257,666.67	9/15/2018
12/7/2012	Police Land - refunding	525,000.00	200,000.00	1/15/2022
12/7/2012	High School - refunding	23,795,000.00	3,215,000.00	1/15/2023
5/15/2005	Land Acquisition - Hartwell	575,000.00	270,000.00	5/15/2023
5/15/2005	Land Acquisition - Prouty	500,000.00	250,000.00	5/15/2024
4/29/1999	Septic Loan Program #1	199,806.72	33,301.20	2/1/2017
11/15/2002	Septic Loan Program #2 Land Acquisition - Lucy's	189,473.68	74,538.61	8/1/2020
2/1/2010	Land Building Renovation-	150,000.00	110,000.00	2/1/2029
2/1/2010	Houghton Roof	195,000.00	150,000.00	2/1/2029
4/15/2011	Cobbs Land	323,955.00		4/15/2031

<u>Date of Issue</u>	<u>Issue</u>	<u>Original Amount</u>	<u>Current Balance</u>	<u>Maturity Date</u>
		260,000.00		
4/15/2011	Goldsmith Street	1,094,400.00	925,000.00	4/15/2031
Sub Total - Town Debt - Inside Prop 2 1/2		30,683,235.40	6,920,506.48	
<u>Town Debt - Outside Prop 2 1/2</u>				
12/7/2012	Land Acquisition - Morrison - refunding Waste Water Treatment	1,768,000.00	605,000.00	1/15/2020
5/15/2005	Facility	1,760,000.00	950,000.00	5/15/2025
1/15/2008	Middle School Middle School - Low	7,554,000.00	5,095,000.00	3/15/2027
1/23/2008	Interest Loan	2,142,297.00	1,606,722.75	11/1/2028
12/15/2007	Land Acq - Frost Whit refunding	322,175.00	105,000.00	9/15/2016
2/1/2010	Police Station Construction	6,023,303.00	4,740,000.00	2/1/2029
2/1/2010	Police Station Design Russell St School -	300,000.00	220,000.00	2/1/2028
4/15/2011	Design Russell St School -	232,800.00	185,000.00	4/15/2031
4/15/2011	Construction	5,428,845.00	4,600,000.00	4/15/2031
Sub Total - Town Debt - Outside Prop 2 1/2		25,531,420.00	18,106,722.75	
Total - Town Debt		56,214,655.40	25,027,229.23	
Total - All Debt		61,321,577.40	26,879,562.56	
<i>Remaining Reimbursements on Town Debt (inside Prop 2 1/2)</i>				
<u>Source</u>				
State	Shaker Lane	1,247,178.00		
CPA Funds	Houghton Roof	150,000.00		
CPA Funds	Land Acquisition - Lucy's Land	110,000.00		
CPA Funds	Cobbs Land	260,000.00		
Cell Tower Funds	Land Acquisition - Hartwell	270,000.00		
Cell Tower Funds	Land Acquisition - Prouty	250,000.00		
Total - Town Debt Reimbursements		-	2,287,178.00	
Net Town Debt remaining (Inside Prop 2 1/2)			4,633,328.48	

<u>Date of Issue</u>	<u>Issue</u>	<u>Original Amount</u>	<u>Current Balance</u>	<u>Maturity Date</u>
Funds under care of the Town Treasurer as of June 30, 2014				
	General Fund, Revolving Funds, Grants, Bonds & Other Funds		\$19,463,025.46	
	OPEB Trust Fund - Town, Light & Water Departments		4,397,820.37	
	Stabilization & Capital Stabilization		1,934,915.48	
	Water Enterprise Fund		480,539.64	
	Light Department Operating Funds		2,503,775.54	
	Light Department Depreciation Fund		2,911,206.86	
	Light Department Rate Stabilization Fund		6,882,542.89	
	Light Department Retirement Trust Fund		944,337.56	
	Trust Funds managed by the Trust Fund Commissioners		<u>5,245,193.61</u>	\$
				<u>44,763,357.41</u>
	Cash Balance June 30, 2013		\$45,478,434.61	\$
	Cash Receipts		85,095,305.83	\$
	Cash Disbursements		<u>(85,810,383.03)</u>	\$
	Ending Cash June 30, 2014		<u>44,763,357.41</u>	

The above report reflects the cash and bond balances of the Town as of June 30, 2014.

Respectfully submitted,

Steven Venuti
Treasurer

Employee Total Earnings - January-December 2014

Dept	Employee	Title	2014 Earnings *
<u>ACCOUNTANT</u>			
	HOLSTON, BONNIE-MAE	Assistant Town Administrator for Finance & Budget	86,786.00
	REYNOLDS, MICHELLE	Assistant Accountant	38,498.94
	MANCHUSO, JANICE	Finance Technician	9,021.70
	RAYMOND, SUSAN	On-call Department Clerk	1,942.80
<u>ASSESSORS</u>			
	MILLER, KATHERINE	Chief Assessor	67,800.00
	FREITAS, LORRAINE	Assistant Assessor	45,851.88
	HARDING, ANITA	Assistant Assessor	45,851.88
<u>BUILDING</u>			
	BERNIER, ROLAND	Building Commissioner	80,948.08
	COBLEIGH, MICHELLE	Administrative Assistant	44,533.11
	MOREHOUSE, WILLIAM	Inspector of Wires	40,868.00
	SULLIVAN, EDWARD	Plumbing & Gas Inspector	31,683.15
	CORMIER, JOSEPH	Alternate Plumbing & Gas	743.85
<u>CEMETERY</u>			
	SULLIVAN, CRAIG	Cemetery Superintendent	53,158.71
	TAYLOR, LAURIE	Cemetery Groundskeeper	42,577.00
<u>COLLECTOR</u>			
	QUINN, REBECCA	Tax Collector	64,066.72
	RICHARDS, DEBORAH	Tax Collector	52,805.90
<u>CONSERVATION COMMISSION</u>			
	HAMPSON, HEATHER	Administrative Assistant	18,249.61
	GRENIER, MICHELE	Conservation Coordinator	2,410.57
<u>CONTROL CTR DISPATCH</u>			
	MURPHY, JOHN	Communications Officers	89,639.77
	PERRY, NELSON	Communications Officers	57,986.08
	HARROLD, WILLIAM	Communications Officers	55,869.35
	PARENT, JENNIFER	Communications Officers	29,579.51
	COLWELL, BRYAN	Communications Officers	26,042.80
	WELCH, SAMUEL	Communications Officers	20,263.33
	DEVLAMINCK, NICOLE	Communications Officers	15,236.63
	PERRY, ANDREW	Communications Officers	8,342.48
	CONCEISON, DANIEL	Communications Officers	1,342.37
<u>COUNCIL ON AGING</u>			
	CAMPBELL, PAMELA	Director of Elder & Human Services	63,366.72
	MAEDER, CONSTANTINA	Outreach Coordinator/Respite Care	46,218.14
	OGILVIE, GEORGE	COA Van Driver	22,525.00
	MONAHAN, CORRINE	Senior Work Program	14,065.81
	CAMPBELL, NEIL	COA Van Driver	10,102.50
	KENT, RICHARD	PT MART Driver	9,465.00
	ROSTAS-WATT, HILARY	Wellness Coordinator	9,081.06

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	TOKMAKIAN, PAUL	COA Van Driver	7,872.60
	SCHWERIN, FREDERICK	Senior Work Program	972.00
	ARTHUR, HAROLD	Senior Work Program	952.00
	JOYCE JR, PATRICK	Senior Work Program	952.00
	BOWERS, JOHN	Senior Work Program	948.00
	JESENSKY, ANTHONY	Senior Work Program	944.00
	SMITH, DON	Senior Work Program	944.00
	RUSSELL, BRUCE	Senior Work Program	928.00
	RIGOLI, BEVERLY	Senior Work Program	712.00
	BERA, AUDREY	Senior Work Program	632.00
	BOWLES, CATHERINE	Senior Work Program	632.00
	CHILDS, MARTHA	Senior Work Program	632.00
	CHRISFIELD, JANE	Senior Work Program	632.00
	CORBIN, SHARON	Senior Work Program	632.00
	CURTIN, MILDRED	Senior Work Program	632.00
	DENUCCE, THOMAS	Senior Work Program	632.00
	DIGIACOMO, JAMES	Senior Work Program	632.00
	DONNELLY, JAMES	Senior Work Program	632.00
	FRIDAY, RICHARD	Senior Work Program	632.00
	GIRARD, PAULETTE	Senior Work Program	632.00
	HALLORAN, JOYCE	Senior Work Program	632.00
	HARDING, DAVID	Senior Work Program	632.00
	HARLOW, CAROLYN	Senior Work Program	632.00
	HILSINGER, NANCY	Senior Work Program	632.00
	HOLT, MARY	Senior Work Program	632.00
	HRONIK, MARY	Senior Work Program	632.00
	HUNT, JAMES	Senior Work Program	632.00
	INGHAM, JOAN	Senior Work Program	632.00
	JASINS, ELAINE	Senior Work Program	632.00
	KAMB, BARBARA	Senior Work Program	632.00
	LARSEN, MARGARET	Senior Work Program	632.00
	LYNCH, JUDITH	Senior Work Program	632.00
	LYNN, JUDITH	Senior Work Program	632.00
	LYONS, JANE	Senior Work Program	632.00
	MCPHERSON, MARY	Senior Work Program	632.00
	MITRANO, GAIL	Senior Work Program	632.00
	MONGELLI, NANCY	Senior Work Program	632.00
	NEWMAN, JOYCE	Senior Work Program	632.00
	PAYSON, ANN LOUISE	Senior Work Program	632.00
	PROTASOWICKI, DELIA	Senior Work Program	632.00
	QUINN, FRANCIS	Senior Work Program	632.00
	RILEY, MARGARET	Senior Work Program	632.00
	RUSSELL, MARSHA	Senior Work Program	632.00
	RUSSO, CLAIRE	Senior Work Program	632.00
	SAMMARCO, JEANINE	Senior Work Program	632.00
	STREETER, RAYMOND	Senior Work Program	632.00
	SULLIVAN, JANET	Senior Work Program	632.00
	SWEATT, ANNE	Senior Work Program	632.00
	WHITCOMB, DAVID	Senior Work Program	632.00

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	WIELINSKI, SUSAN	Senior Work Program	632.00
	WILLIS, JUDITH	Senior Work Program	632.00
	WOODBINE, RICHARD	Senior Work Program	632.00
	ARAUJO, ELLEN	Senior Work Program	632.00
	BRACKEN, MYRA	Senior Work Program	632.00
	BUCKLES, RICHARD	Senior Work Program	632.00
	CURLEY, LOUISE	Senior Work Program	632.00
	CYR, BEVERLY	Senior Work Program	632.00
	FREDETTE, ANDRE	Senior Work Program	632.00
	GROSS, PATRICIA	Senior Work Program	632.00
	MACIVER, DONALD	Senior Work Program	632.00
	MCLAUGHLIN, MARGARET	Senior Work Program	632.00
	OWEN, MARY	Senior Work Program	632.00
	SCHMIDT, ELIZABETH	Senior Work Program	632.00
	SOULE, LOIS	Senior Work Program	632.00
	VALES, WILLIAM	Senior Work Program	632.00
	WAITE, DONALD	Senior Work Program	632.00
	WEBB, CYNTHIA	Senior Work Program	632.00
	YAMASHITA, ATSUKO	Senior Work Program	632.00
	GLEASON, RICHARD C	Senior Work Program	576.00
	BANKS, ELLEN	Senior Work Program	564.00
	DOUGLAS, DIANE	Senior Work Program	544.00
	CONTOS, GREGORY	Senior Work Program	528.00
	ZOTO, MARGARET	Senior Work Program	520.00
	FISHER, LYNDA	Senior Work Program	512.00
	CRORY, MARY	Senior Work Program	480.00
	FISHER, LAWRENCE	Senior Work Program	456.00
	CHASE, DOROTHEA	Senior Work Program	440.00
	PAYSON, DARRELL	Senior Work Program	368.00
	MEIER, ROBERT	Senior Work Program	320.00
	STETSON, ELEANOR	Senior Work Program	320.00
	BARBELLA, PETER	Senior Work Program	320.00
	MCPHERSON, BILL	Senior Work Program	320.00
	MEIER, LOIS	Senior Work Program	312.00
	STETSON, ROBERT	Senior Work Program	312.00
	BARBELLA, GAYANN	Senior Work Program	312.00
	MORRISON, BRUCE	Senior Work Program	312.00
	GREGORY, ALBERT	Senior Work Program	296.00
	GREGORY, BERNICE	Senior Work Program	280.00
	BRACKEN, RAYMOND	Senior Work Program	176.00
	BANKS, EARL	Senior Work Program	168.00
	FEDELE, RICHARD	Senior Work Program	138.00
	SCHMIDT, WILLIAM	Senior Work Program	124.00
	HJERPPE, PER	Senior Work Program	0.00

FIRE

WODZINSKI, SCOTT	Fire Chief	97,342.00
SUNDQUIST, ALAN	Firefighter	87,358.46
HOLT, SCOTT	Firefighter/EMT	87,311.39
CLANCY, GEORGE	Deputy Fire Chief	81,713.73

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	COFFEY, SEAN	Firefighter/EMT	77,881.44
	GARDNER, TERENCE	Firefighter/EMT	77,485.30
	DUNN, KEITH	FIREFIGHTER PREVENTION OFFICER	67,592.66
	DAVID, TYSON	FIREFIGHTER/EMS COORDINATOR	66,198.95
	MCCURDY III, ALEXANDER	Deputy Fire Chief	62,578.21
	DEBLASIO, MICHAEL	FF/EMT ADVANCED	57,831.43
	ST GELAIS, BRIAN	Firefighter/EMT	50,939.63
	ROBINSON, GEORGE	FF/EMT ADVANCED	46,382.77
	TRIOLI, THERESA	ADMIN ASSISTANT - FIRE	39,640.88
	MONIZ, MATTHEW	FIREFIGHTER/EMT	25,448.87
	BELTRAMI, DONALD	ON CALL FIREFIGHTER/EMT	18,790.77
	CAHILL, JAMES	ON CALL CAPTAIN	11,283.00
	ROCK, JOSEPH	ON CALL CAPTAIN	8,116.28
	DENEHY JR, MICHAEL	ON CALL LIEUTENANT	7,678.74
	KNEELAND JR., THOMAS	ON CALL FIRE LIEUTENANT	6,471.86
	RAY, JAMES	ON CALL DEPUTY CHIEF	6,218.26
	MONIZ, DENISE	ON CALL EMT/ATHLETIC	
	MULONE, STEVEN	OFFICIAL	4,549.60
	SURPRENANT, JEFFREY	PROBATIONARY FIREFIGHTER	4,186.20
	WARD, SADIE	ON CALL FIREFIGHTER	3,854.03
	BYRNE, LINDSAY	ON CALL FF/EMT	3,830.52
	ROCK, TERESA	PROB ON CALL FIRE FIGHTER	3,262.56
	BYAM, ERIK	ON CALL FF/EMT ADVANCED	3,029.38
	KLEIN, SUZANNE	ON CALL FF/EMT ADVANCED	2,725.67
	PARKS II, DAVID	ON CALL EMT	2,709.38
	POLK JR., ANTHONY	PROBATIONARY FIREFIGHTER	1,917.52
	HICKOX, MARK	Firefighter/EMT	1,760.16
	SURPRENANT, REMY	ON CALL FIREFIGHTER	1,747.95
	GASSIRARO, MICHAEL	PROB ON CALL FIREFIGHTER	1,730.00
	ALCOTT, BRENDA	ON CALL FF/EMT ADVANCED	1,636.52
	BURG, EDWARD	ON CALL EMT	1,630.05
	KISH, LOWELL	ON CALL FF/EMT ADVANCED	1,528.78
	JOHANSON, RYAN	PROBATIONARY FIREFIGHTER	1,511.52
	O'DONNELL, MATTHEW	PROBATIONARY EMT	1,350.00
	PARLON, SEAN	ON CALL PROBATIONARY FF	1,345.00
	LEFEBVRE II, DAVID	PROB ON CALL FIREFIGHTER	1,280.00
		PER DIEM FF/EMT ADVANCED	1,241.02
	BROOKS, CODY	ON-CALL PROBATIONARY	
	BYRNE, NICOLE	FIREFIGHTER	1,167.84
	PUTNAM, JOHN	PROB. ON -CALL FIRE FIGHTER	962.96
	LELIEVRE, DAVID	ON CALL FIREFIGHTER	772.20
	D'AURIA, JOHN	ON CALL FIREFIGHTER	638.55
	MCGLOUGHLIN, LINDSAY	PER DIEM FF/EMT ADVANCED	560.93
	ANN	ON-CALL FIREFIGHTER/EMT	240.94
	NOLLET, MIREILLE	ON CALL EMT	118.80
	HEVENOR, KEITH	ON CALL EMT	29.70

HIGHWAY

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	CLYDE, JAMES	HWY OPERATIONS	
	TEBBETTS, DANIEL	MANAGER/SUPERINTENDENT	91,935.52
	DEVOGEL, JAMES	GENERAL FOREMAN	77,013.64
	BERNARD, SHAWN	HIGHWAY WORKING FOREMAN	69,625.77
	MACFADGEN, WILLIAM	WORKING PARKS FOREMAN	68,536.72
		HIGHWAY MECHANIC	63,801.78
		EQUIPMENT	
	KELSON, DEREK	OPERATOR/LABORER	62,138.62
		EQUIPMENT	
	KELLEY, TIMOTHY	OPERATOR/LABORER	60,729.56
		EQUIPMENT	
	FRANZEK, JOHN	OPERATOR/LABORER 1	50,492.15
	TOCCI, CATHERINE	BUSINESS ADMIN - HIGHWAY	49,628.01
		EQUIPMENT OPERATOR	
	SALADINI, CRAIG	I/LABORER	49,569.13
	UPPERMAN, CHRISTOPHER	Transfer Station Operator	42,781.47
	ASHLEY, PHYLLIS	Assistant Transfer Station Operator	33,383.68
		EQUIPMENT	
	BENITEZ, JESUS	OPERATOR/LABORER	24,752.82
		EQUIPMENT	
	WHITTEN, STEVEN	OPERATOR/LABORER II	10,521.99
		EQUIPMENT	
	NAWOICHIK, BARRY	OPERATOR/LABORER	9,039.75
	WORKS, TYLER	Seasonal Highway Laborer	7,398.40
	PICHEL, RYAN	Seasonal Highway Laborer	6,892.65
	WODZINSKI, MATTHEW	Seasonal Highway Laborer	5,570.48
<u>LIBRARY</u>			
	ROBERSON, KIP	LIBRARY DIRECTOR	50,894.21
		TECHNICAL SERVICES/SENIOR	
	GRAHAM, HELEN	LIBRARIAN	43,303.99
	OUELLETTE HADUCH, DIANN	CHILDREN SERVICES/SENIOR	
	SILL, JEANNE	LIBRARIAN	42,350.23
	PALMER, SUSAN	SENIOR LIBRARY TECHNICIAN	40,733.16
		LIBRARY OFFICE COORDINATOR	36,000.78
		HEAD OF CIRC / INTERLIBRARY	
	CURRAN, ANDREA	LOAN / SENIOR LIBRARIAN	35,398.56
	TABER, JAMES	LIBRARY TECHNICIAN	23,825.74
	CANTINO, JENNA	SR. LIBRARY TECHNICIAN	21,286.30
	SCHREIBER, LINDA	SENIOR LIBRARIAN	17,802.18
	GEANISIS, MARGARET	LIBRARY TECHNICIAN	16,593.38
	SMITH, BETTY	SENIOR LIBRARIAN	15,658.13
	PENDLETON, SALLY	LIBRARY TECHNICIAN	13,555.00
	BERNARDI, JULIE	LIBRARY TECHNICIAN	11,029.64
	ALVAREZ, JR, SAMUEL	LIBRARY DIRECTOR	7,593.60
	FREDERICKSEN, JULIE	LIBRARY ASSISTANT	4,801.87
	HARDY-FARACI, CHERYL	LIBRARY ASSISTANT	4,437.02
<u>LIGHT DEPARTMENT</u>			
	EDWARDS, SCOTT	GENERAL MANAGER	168,867.11
	HUNT, ROBERT	LEAD LINEMAN	134,481.36
	DANOS, SAVAS	GENERAL MANAGER	129,216.63

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	LAWLER, NICHOLAS	SYSTEM ENGINEER	129,103.69
	BURNHAM, TODD	LINEMAN 1ST CLASS	127,765.12
	LIZOTTE, DAVID	WORKING FOREMAN	121,624.42
	GIOUNBAKIS, EVANGELOS	LEAD LINEMAN	119,239.23
	SNYER, TREVOR	LINEMAN 2ND CLASS	117,702.26
	BROWN, ALAN	COMP SYST.MGR	114,814.06
	LARSEN, SCOTT	GENERAL LINE FOREMAN	110,654.21
	MCFARLAND, MATTHEW	LEAD LINEMAN	110,534.35
	YOUNG JR, GERALD	BUSINESS MANAGER	104,206.60
	LANCIANI, JOHN	ELECTRIC SERVICE TECHNICA	102,916.29
	PATTERSON, DANIEL	MECHANIC-FLEET/FACILITIES	92,629.73
	TADRY, MATTHEW	LINEMAN 3RD CLASS	82,543.01
	MOSCARIELLO, GERALD	LIGHT DEPT MAINT.	78,235.60
	CRORY, ERICA	BUSINESS MANAGER	77,552.40
		ENGINEERING SYSTEMS	
	GOODY, MICHAEL	ANALYST	76,034.12
	THOMPSON, MARION	ASSOC. ACCOUNTANT	72,524.22
	GOUVEIA, MICHAEL	IT SYSTEMS ANALYST	72,405.18
	BOURASSA, RICHARD	METER TECHNICIAN	67,598.36
	GODDARD, KEVIN	PR/MARKETING MANAGER	57,290.20
	MAHANEY, JOHN	APPRENTICE LINEMAN II	55,426.80
	FRASER, MARGARET	OPERATIONS ASSISTANT	52,107.23
	WIRZBICKI, DAVID	PROCUREMENT COORDINATOR	50,823.58
	SCZYLVIAN, ELAINE	BUSINESS SERVICES	49,537.80
	BAILEY, EILEEN	BUSINESS SERVICES	47,148.33
		SR. ADMINISTRATIVE	
	SILVERIA, JONI	ASSISTANT	45,813.86
	MARTIN, DANIEL	APPRENTICE LINEMAN	40,218.45
	SHIMMEL, JOHN	PT LINEMAN	36,739.63
	HUNT, JUDITH	BUSINESS SERVICES	25,912.50
	STEWART, WILLIAM	PART TIME UTILITY	23,808.00
	GILMORE, SUSAN	BUSINESS SERVICES	23,088.00
	LYONNAIS, MELISSA	STAFF ACCOUNTANT	10,873.20
<hr/>			
<u>PARKS AND RECREATION</u>			
	HODGES, KATE	PRCE DIRECTOR	80,798.08
	MARTEL, SHARON	PRCE ASSISTANT DIRECTOR	53,921.12
	CAHILL, ERIN	PROGRAM SPECIALIST II	48,538.88
	ADLEY, CHRISTOPHER	PROGRAM SPECIALIST 1	40,940.85
		SPECIAL PROGRAMS	
	LEE, KEVIN	INSTRUCTOR	39,791.78
		DRIVER'S ED PROGRAM	
	JONES, JOHN	COORDINATOR	32,648.32
	NARDI-WILLIAMS,		
	JONATHAN	DRIVER'S ED INSTRUCTOR I	17,830.99
	ANTONELLI, ROBERT	DRIVER'S ED INSTRUCTOR II	9,270.90
	ADLEY, HANNAH	Program Aide II	8,757.32
	FRENCH, AMY	DRIVER'S ED INSTRUCTOR II	7,337.29
	EMERSON, DOUGLAS	Program Aide II	7,059.62
	LAMOUREUX, LISA	DRIVER'S ED INSTRUCTOR II	6,030.95
	GARVEY, DEVIN	INTERN	4,994.92

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	VAILLETTE, ZACHARY	INTERN	4,873.04
	THAYER, NICHOLAS	CAMP LEAD COUNSELOR	4,492.76
		SUMMER PROGRAM COORDINATOR	
	ADLEY, CONNOR	CAMP LEAD COUNSELOR	4,396.54
	FREUND, BRENDAN	SAILING COORDINATOR	4,232.78
	MCKEE, BRAEDAN	CAMP SENIOR COUNSELOR	3,929.55
	ADLEY, BREANNE	CAMP ASSISTANT DIRECTOR	3,781.89
	MCGINNESS, AUBREY	CAMP LEAD COUNSELOR	3,691.70
	BENULLO, NICHOLAS	CAMP SPECIALISTS	3,640.29
	OSLIN, DAVID	CAMP ASSISTANT DIRECTOR	3,632.12
	MURRAY, JUSTIN	CAMP LEAD COUNSELOR	3,609.43
	FRATKIN, LAURA	HEAD LIFEGUARD	3,487.39
	SLATTERY, NATALIA	CAMP LEAD COUNSELOR	3,363.50
	WEBSTER, EMILY	CAMP SENIOR COUNSELOR	3,169.71
	SIMPSON, RACHAEL	LEAD COUNSELOR	2,955.39
	GOULD, DANIELLE	LIFEGUARD II	2,748.34
	ESSMAN, GARRETT	PROGRAM AIDE 1	2,706.34
	COCHIS, NICOLE	LIFEGUARD 1	2,667.72
	JENSEN, CHRISTOPHER	CAMP SENIOR COUNSELOR	2,550.95
	HUNTINGTON, MARISSA	LIFEGUARD II	2,420.44
	SHAFFERY, JOHN	LEAD COUNSELOR	2,391.04
	LIVINGSTON, SARAH	CAMP JUNIOR COUNSELOR	2,349.56
	STURTZ, SHANNON	LIFEGUARD II	2,328.08
	MILLER, RACHEL	CAMP JUNIOR COUNSELOR	2,321.90
	KRYSTOFIK, ALLISON	JUNIOR CAMP COUNSELOR	2,285.80
	ARMSTRONG, COLE	CAMP SENIOR COUNSELOR	2,206.60
	KATKOWSKI, HAYLEY	LIFEGUARD I	2,159.64
	COTNAM, ASHLEY	LIFEGUARD I	2,081.05
	NEWMAN, NATHANIEL	SNACK HUT ATTENDANT	2,063.30
	WARNOCK, ZACHARY	LIFEGUARD II	2,036.22
	RUSCAK, JUNE	CAMP JUNIOR COUNSELOR	2,013.68
	PUTNAM, KATHERINE	CAMP JUNIOR COUNSELOR	1,903.00
	PUTNAM, CAROLINE	SNACK HUT ATTENDEE	1,899.48
	AUSTIN, JILLIAN	Program Aide II	1,816.23
	ELLIOTT, SARAH	LIFEGUARD	1,764.98
	REIERSON, HALEY	LIFEGUARD I	1,738.20
	CHURCH, BENJAMIN	JUNIOR SAILING INSTRUCTOR	1,699.85
	DEWALT, DARIENNE	CAMP SENIOR COUNSELOR	1,694.35
	BERTOLINO, ELENA	JUNIOR SAILING INSTRUCTOR	1,672.14
	JACOBS, CAMERON	CAMP JUNIOR COUNSELOR	1,656.68
	GODDARD, JOSEPH	LIFEGUARD II	1,548.80
	MILLER, ANGELA	JUNIOR SAILING INSTRUCTOR	1,343.16
	NELSON, PAUL	LIFEGUARD 1	1,294.85
	MILLER, SARAH	LIFEGUARD I	1,035.73
	PUFF, RYAN	SNACK HUT ATTENDEE	695.60
	JONES, EMILY	PROGRAM AIDE 1	580.80
	PAGACIK, MICHAEL	CAMP SENIOR COUNSELOR	501.51
	OTIS, MARCUS	PROGRAM AIDE	363.91
	MARTEL, KIMBALL		175.07

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
<u>PLANNING BOARD</u>			
	TOOHILL, MAREN	PLANNING ADMIN/PERMIT COORDINATOR	64,770.41
<u>POLICE</u>			
	KELLY, JOHN	POLICE CHIEF	112,621.68
	CRORY, MICHAEL	POLICE OFFICER	111,593.24
	PINARD, MATTHEW	SERGEANT	110,913.49
	KING, MATTHEW	POLICE CHIEF	109,860.64
	CASEY, BRIAN	POLICE OFFICER	102,940.61
	LANDRY, DOUGLAS	POLICE OFFICER	102,023.04
	BUSSIERE, EDMOND	PATROL SERGEANT	101,924.36
	RAFFAELO, ROBERT	SERGEANT	101,442.53
	FERNANDEZ, PABLO	SERGEANT	97,381.75
	LESLIE, DAVID	SERGEANT	90,052.53
	PATTERSON, JEFFREY	DEPUTY POLICE CHIEF	87,690.94
		POLICE OFFICER-	
	BROOKS, ASHLEY	PROBATIONARY	87,011.37
	JANAKOS, JOHN	POLICE OFFICER	74,452.10
	FEEHAN, THOMAS	POLICE OFFICER	69,723.27
		PROBATIONARY POLICE	
	JONES, BRIAN	OFFICER	65,371.72
	O'DONOGHUE, PATRICK	POLICE OFFICER	64,125.30
	COOK, DOUGLAS	RESERVE POLICE OFFICER	56,907.06
	CVITKOVICH, PAMELA	EXEC. ASSIST TO POLICE CHIEF	39,944.90
	DRISTILARIS, JOHN	RESERVE POLICE OFFICER	29,728.82
	O'SULLIVAN, MATTHEW	RESERVE POLICE OFFICER	19,717.59
	CLARK, GORDON	RESERVE POLICE OFFICER	18,262.39
	DEVINE, DANIEL	POLICE OFFICER	15,919.08
	LANDERS, RICHARD	RESERVE OFFICER	13,210.11
	RHODES, HEATHER	RESERVE POLICE OFFICER	13,140.02
	BUDKA, THOMAS	POLICE OFFICER	13,104.41
	CAMELO, DERRICK	RESERVE OFFICER	7,507.38
	SABOURIN, ROBERT	RESERVE OFFICER	5,442.75
	CORCORAN, PAUL	RESERVE OFFICER	3,906.00
	SCHAEFFER, TIMOTHY	POLICE OFFICER	3,826.78
<u>SCHOOLS</u>			
	CLENCHY, KELLY	SUPERINTENDENT OF SCHOOLS	150,134.19
	HARRINGTON, JOHN	PRINCIPAL HIGH SCHOOL	117,450.00
	DETWEILER, RITA	Director of Pupil Personnel	107,669.43
	FAHERTY, RICHARD	PRINCIPAL SHAKER LANE	105,897.36
	AJEMIAN, GERI LYN	CURRICULM DIRECTOR	102,440.15
	BRANCO, MARK	PRINCIPAL MIDDLE SCHOOL	101,717.37
	BAZYDLO, SCOTT	PRINCIPAL	101,329.08
	MARK, STEVEN	BUSINESS MANAGER	95,981.91
	TEMPLE, CHERYL	ASST PRINCIPAL HIGH SCHOOL	95,373.92
	FINNERTY, VALERIE	SCIENCE TEACHER	94,081.76
	GILLEN, MARGARET	FOREIGN LANGUAGE TEACHER	93,990.44
	LYNN, MICHAEL	PE TEACHER/ATHLETIC DIRECTOR	90,724.85

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	OGDEN, KELLY	MATH TEACHER	87,948.15
	SCLAR, DANYA	PSYCHOLOGIST	87,451.71
	HOGAN, DANIEL	SCIENCE TEACHER	86,816.83
	PISTORINO, MARILYN	7TH GRADE TEACHER	86,599.53
	MORGAN, ELIZABETH	SOCIAL STUDIES TEACHER	86,527.80
	MARRESE, NANCY	GRADE 1 TEACHER	86,204.71
	WEINBERG, RANDI	TEACHER	85,554.71
	KENNEY, PERRY	GRADE 1 TEACHER	85,554.71
	MATHURIN, JUSTINE	GUIDANCE COUNSELOR	85,554.71
	ZWOLINSKI, CATHERINE	READING TEACHER	84,954.44
	ELMORE, JULIE	MATH TEACHER	84,597.44
	MAWN, REBECCA	GRADE 2 TEACHER	84,597.44
	BALLARD, HOLLY	SPEECH TEACHER	84,159.59
	DOKUS, JUDITH	GRADE 5 TEACHER	83,551.82
	LOVE, HEATHER	GRADE 4 TEACHER	83,048.25
	HILL, SANDRA	GRADE 1 TEACHER	82,895.70
	DONAHUE, PAULA	KINDERGARTEN TEACHER	82,823.56
	BULLOCK, ALLYSON	GRADE 1 TEACHER	82,818.75
		GRADE 7 SOCIAL STUDIES TEACHER	82,815.39
	GIABBAI, TODD	SCIENCE TEACHER	82,016.53
	STEPHENSON, BETH	ENGLISH TEACHER	81,546.74
	BACKMAN, NELINA	GUIDANCE COUNSELOR	81,466.65
	DANIELLO, SARAH	GRADE 5 TEACHER	80,597.89
	RAPOSA, LAURA	SPECIAL EDUCATION TEACHER	80,515.02
	COCHIS, ROSARIA	GRADE 3 TEACHER	80,262.35
	STRICKLAND, SHERRILL	GRADE 3 TEACHER	80,144.16
	DONLON, KIMBERLY	GRADE 2 TEACHER	80,067.89
	PACKER, MARJORIE	KINDERGARTEN TEACHER	80,037.21
	TETREAU, AMY	GRADE 1 TEACHER	79,985.21
	ANDERSON, KAREN	GRADE 7 FOREIGN LANGUAGE TEACHER	79,723.04
	INGEMIE, MARIE	SPECIAL EDUCATION TEACHER	79,250.64
	HOGAN, SARA	ENGLISH TEACHER	79,173.29
	PASCUCCI, DAVID	SCIENCE TEACHER	78,901.57
	BERLINGER, SARAH	FOREIGN LANGUAGE TEACHER	78,632.47
	PARROTT	ELA Grade 6	77,933.57
	KELLEY, ELIZABETH	MUSIC TEACHER	77,504.71
	TRACANNA, DIANE	GRADE 6 LATIN TEACHER	77,256.46
	BERGMAN, STEVEN	MUSIC TEACHER	77,073.89
	HICKS-DEJARDINS, TORI	GRADE 6 SCIENCE TEACHER	76,925.07
	BRIDGE, HILARY	SPECIAL EDUCATION TEACHER	76,641.85
	BOLAND, HELEN	GRADE 2 TEACHER	76,516.95
	TURNER, TRACY	HEALTH/PE TEACHER	76,143.29
	PRATT, CHERYL	GRADE 3 TEACHER	76,043.56
	BUONACORE, TRICIA	ENGLISH TEACHER	75,845.24
	SMITH, MICHELE	GUIDANCE COUNSELOR	75,528.62
	TOMBENO, RICHARD	PRE-SCHOOL TEACHER	74,926.71
	CHRISTY, CHRISTOPHER	SPECIAL EDUCATION TEACHER	74,155.29
	JOHNSON, KAREN		
	DICKMAN, BARBARA		

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	WORDEN, KIMBERLY	GRADE 3 TEACHER	73,042.66
	BELL, BETH	KINDERGARTEN TEACHER	72,106.93
	SCHOFFEL, JESSICA	GRADE 4 TEACHER	72,089.50
	HARVEY, SUSAN	SOCIAL STUDIES TEACHER	71,661.80
	LEIGHTON, RACHEL	GUIDANCE COUNSELOR	71,607.13
	PETTENGILL, SUE	DISTRICT WIDE ELE TEACHER	71,490.84
	STONE, BARBARA	GRADE 3 TEACHER	69,901.80
	BREUER, KATHI	GRADE 5 TEACHER	69,616.96
	ROMANO, ANDREA	ART TEACHER	69,581.30
	HOLM, EVELYN	TRANSITIONAL TEACHER	69,390.05
	HIRTLE, ZACHARY	SPECIAL EDUCATION TEACHER	69,130.21
	TSUJI, YUKIE	SPECIAL EDUCATION TEACHER	69,035.01
	BURNDRETT, CHRISTINA	SPECIAL EDUCATION TEACHER	68,660.50
	SHERMAN, BEVERLY	FOREIGN LANGUAGE TEACHER	67,857.93
	PINZINO, ELIZABETH	BCBA	67,478.54
	KOOB, SARAH	READING TEACHER	67,167.71
	HARRINGTON, CHERYL	SCIENCE TEACHER	66,898.00
	MCEACHERN, MICHAEL	TECHNOLOGY COORDINATOR	66,862.01
	HUTCHINS, CRYSTAL	SPEECH THERAPIST	66,495.72
	RYAN, KATHLEEN	SPEICAL EDUCATION TEACHER	66,380.41
	BARRY, ELIZABETH	ENGLISH TEACHER	65,820.86
	ROBERTS, MARLEE	MUSIC TEACHER	65,553.74
	RUSSO, KATHLEEN	OUT OF DIST. COORDINATOR	65,318.92
	HOLM, VANESSA	GRADE 2 TEACHER	65,245.73
	PALANGE, MAUREEN	SPECIAL EDUCATION TEACHER	65,004.47
	REPAAL, STEVEN	SPECIAL EDUCATION TEACHER	65,004.47
	PANISH, PAMELA	SPECIAL EDUCATION TEACHER	64,995.73
	BUMSTEAD, KIMBERLY	GRADE 2 TEACHER	64,738.59
	BARTH, MICHELLE	KINDERGARTEN TEACHER	64,596.47
	HOSSFELD, EMILY	ART TEACHER	64,112.84
	PERRY, MEREDITH	PE TEACHER	63,043.15
	POWERS, ELIZABETH	FOREIGN LANGAUGE TEACHER	62,815.90
	SHOEMAKER, TODD	TECHNOLOGY TEACHER	62,390.69
	STANTON, JESSICA	SPECIAL EDUCATION TEACHER	62,376.32
	HURLEY, MICHELLE	KINDERGARTEN TEACHER	62,244.03
	RYDER, NICOLE	GRADE 4 TEACHER	62,051.86
	NOLAN, JANET	GUIDANCE COUNSELOR	62,026.48
	MACGREGOR, HEIDI	GRADE 4 TEACHER	61,781.36
	HIBBARD, KATHLEEN	HEALTH/PE TEACHER	61,172.05
	JANOCH, JEANNE	.8 PRE-SCHOOL TEACHER	60,890.48
	MEAGHER JR., WILLIAM	SCHOOL MAINTENANCE	59,726.73
	GILLETTE, GREGORY	PE TEACHER	59,356.15
	MISKINIS, WILLIAM	SOCIAL STUDIES TEACHER	58,665.46
	JONES, JENNIFER	GRADE 5 TEACHER	58,200.88
	FERNANDEZ, FERNANDO	SCHOOL CUSTODIAN	58,192.13
	CUNNINGHAM, DIANNA	GRADE 4 TEACHER	58,116.69
	REGO, ELIZABETH	MATH TEACHER	57,398.14
	UPTEGROVE, ERIN	ART TEACHER	57,273.16
	LEVINE, MARK	GRADE 8 TEACHER	57,238.95

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	HULL, MARTHA	TD DIRECTOR	57,202.62
	MCCOOK, KATHERINE	ENGLISH TEACHER	56,477.36
	GILLEN, MICHAEL	SCIENCE TEACHER	55,527.81
	RIETH, JENNIFER	OCCUPATIONAL THERAPIST	55,491.38
	JOHNSTON, DANICA	MATH TEACHER	54,871.33
	MAMOS, KRISTEN	PRE-SCHOOL TEACHER	54,701.43
	JOHNSON, TRACEY	.7 TEACHER SPED	53,685.76
		K-5 TITLE 1 MATH SPECIALIST	
	ROGERS, KELLY	TEACHER	53,275.75
	SAWOSIK, TERYL	GRADE 1 TEACHER	52,876.86
	HYLSTEK, NANCY	ABA ASSISTANT	52,865.86
		EARLY CHILDHOOD	
	SANDERSON, PAMELA	COORDINATOR	52,494.05
	SHEA, STEPHANIE	DW PHYSICAL THERAPIST	52,161.41
		6th GRADE SOCIAL STUDIES	
	WALSH, RYAN	TEACHER	51,656.26
	MCCARTHY, KATHLEEN	NURSE	51,509.28
	REED, MEGAN	SCHOOL PSYCHOLOGIST	51,447.93
	FOUSTOUKOS, MICHAEL	SOCIAL STUDIES TEACHER	51,305.81
	COHEN, SARAH	ELA 6TH GRADE TEACHER	51,112.86
	OVERCASH JR, JOHN	FOOD SERVICES DIRECTOR	51,049.71
	TARDIVO, NICOLE	ELA TEACHER	50,506.86
	HOUSTON, CECILY	LIBRARY/MEDIA SPECIALIST	49,325.07
	PORELL, CHRISTINE	NURSE	49,014.28
	MULONE, DOROTHY	ADMIN ASST TO SUPT.	48,992.80
	MOSHER, MICHELE	SCHOOL NURSE	48,889.28
		ADMIN ASST TO SPED	
	AVERSO, TINA	DIRECTOR	48,803.39
	BROWN, MARY LOU	SCIENCE TEACHER	47,867.75
	MCGRATH, AMY	GRADE 2 TEACHER	47,853.48
	ALLISON, JENENE	FRENCH TEACHER	47,183.67
		PAYROLL/ASST. TO BUSINESS	
	HARBISON, SUSAN	MGR	46,613.47
	DIONNE, DEBRA	ADMIN ASST TO PRINCIPAL	46,435.04
	TERPSTRA, KERRY	5th GRADE TEACHER	45,766.86
	HARTFORD, JANICE	NURSE	45,367.39
	KEMPTON, JUNE	ADMIN. ASSIST. TO PRINCIPAL	43,873.33
		TECHNOLOGY & NETWORK	
	SULLIVAN, CHARLES	SUPPORT SPECIALIST	43,289.22
	HARTE, KELLI	TRANSITIONAL TEACHER	43,023.48
	SHIRE-SUSSER, SHERRI	SPEECH/LANGUAGE THERAPIST	41,855.37
	BRANCH, NATALIE	DATA SUPPORT SPECIALIST	41,434.33
	LIPOSKY, KATHARINE	4th GRADE TEACHER	40,608.48
	FARAGO, CONSTANCE	ADMIN ASST TO PRINCIPAL	39,437.28
	SAYLOR, ANNETTE	ADMIN ASST TO PRINCIPAL	39,437.28
	ALLEN, JONATHAN	HS GRAPHIC ARTS TEACHER	39,115.25
	ANDRADE, BELIA	PRE-SCHOOL TEACHER	38,441.28
	COSGRAVE, DIANNE	6TH GRADE TEACHER	38,261.37
	GARVEY, JOAN M	SCHOOL SECRETARY	37,498.18
	DUMAS, GEORGE	CUSTODIAN	36,954.69

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	DERY, JOANNE	MATH TEACHER	36,200.67
	RECTOR, DALE	CUSTODIAN	35,735.83
	HADLEY, TAMARA	CUSTODIAN	35,548.78
	SCHULZ, RACHEL	MATH TEACHER	35,534.68
	CABRAL, KEVIN	ABA ASSISTANT	35,113.50
	CORMIER, VIRGINIA	GUIDANCE SECRETARY .6 READING INTERVENTIONIST	35,046.40
	MCKINLEY, RITA	TEACHER	34,680.91
	GRESCO-CAULFIELD, ANGELA	ABA ASSISTANT	33,560.94
	KERN, LAURA	.8 MATH TEACHER	33,410.26
	ETHIER, MARY	OCCUPATIONAL THERAPIST	32,564.74
	OKSANISH, SALLY	.5 MATH INTERVENTIONIST	32,298.64
	SEDERLUND, OLIVIA	SOCIAL STUDIES TEACHER	32,181.23
	CORROW, BETTINA	ADMIN ASST TO DIR CURR.	31,554.45
	TRIPI, ROBIN	.6 PRE-SCHOOL TEACHER	31,081.23
	UVELLO, CHRISTINE	COTA	28,494.57
	BEHAN, MICHELE	TEACHER ASSISTANT	27,663.28
	PISANO, BARBARA	.5 MATH LAB TEACHER	27,623.43
	WEBSTER, GRETCHEN	READING TUTOR	26,997.22
	SUNDBERG, JENNIFER	SPED TEACHER	26,980.72
	FEUDO, JENNIFER	TEACHER ASSISTANT	26,716.11
	COTRAN, BRADLEY	TECHNOLOGY SPECIALIST AIDE	25,669.80
	NICHOLS, SUSAN	TEACHER ASSISTANT	25,041.45
	STURTZ, RAINA	ABA ASSISTANT	24,986.19
	YORK, AMY	OCCUPATIONAL THERAPIST K-5 MATH/SCIENCE	24,796.42
	DALLAIRE, PETER	INSTRUCTIONAL SUPPORT SPECIALIST	24,727.86
	PARE, JOAN	SCHOOL SECRETARY	24,180.62
	HEIM, VALERIE	SPED TEACHER ASSISTANT	23,912.41
	JEUDY, KORI	TD GROUP LEADER	23,715.43
	SANNELLA, MARY	TEACHERS' ASSISTANT/SPED EVAL COORDINATOR	23,711.80
	MITCHELL, SUSAN	.6 MATH INTERVENTIONIST	23,673.26
	OLDENQUIST, DONNA	TEACHER ASSISTANT	23,481.90
	HALL, SACHIKO	TEACHER ASSISTANT	23,268.93
	DEVELLIS, MARYLOUISE	CAFE MANAGER	23,146.66
	CHILTON, DEBORAH	TEACHER ASSISTANT	22,785.89
	RODRIGUEZ, DAMIAN	SCHOOL CUSTODIAN	22,647.73
	MALERBI, CAROLYN	TEACHER ASSISTANT	22,349.57
	RAMIREZ, CONNIE	TEACHER ASSISTANT	22,169.15
	GARLINGTON, RACHEL	TEACHER ASSISTANT	22,159.18
	DISPENSA, KAREN	TD PROGRAM LIAISON/NURSE	21,966.17
	CORNWALL, BARBARA	.5 LIBRARIAN	21,910.26
	TULLEY-LEONE, MARTHA	TEACHER ASSISTANT	21,826.12
	BYRNE, JAMI	TEACHER ASSISTANT	21,787.64
	MCMAHON, MAUREEN	SCHOOL PSYCHOLOGIST	21,723.62
	THIBEAULT, SUSAN	TEACHER ASSISTANT	21,625.56
	LORD, JULIE	TECHNOLOGY SPECIALIST AIDE	21,546.42

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	SCARINGELLA, JOANN	SPED TEACHER ASSISTANT	21,470.37
	BOWEN, ALEV	GROUP LEADER	21,444.75
	CARREIRO, ROSALINA	TEACHER ASSISTANT	21,278.70
	GRAVLIN, ERRIKA	TEACHER ASSISTANT	21,213.29
	KRAMPF, JODI	TEACHER ASSISTANT	20,985.15
	RILEY, DAVID	ENERGY EDUCATION MANAGER	20,960.53
	DONARUMA, DARLENE	TEACHER ASSISTANT	20,958.28
	MAYLOTT, CAROLINE	TEACHER ASSISTANT	20,887.04
	SAPIENZA, MICHELLE	SPED TEACHER ASSISTANT	20,880.78
	STURTZ, LEE-ELLEN	TEACHER'S ASSISTANT	20,776.69
	ABRUZZESE, JULIA	LIBRARY TUTOR	20,725.04
	RICHTER, KAREN	TEACHER ASSISTANT	20,602.58
	AUSTIN, JANET	TEACHER ASSISTANT	20,588.06
	DOLAK, PATRICIA	TEACHER ASSISTANT	20,574.07
	GERMAIN, ZOE	SPED TA	20,537.81
	AUTIO, CATHY	TEACHER ASSISTANT	20,500.81
	SPELIOTIS, MARY	TEACHER ASSISTANT	20,500.81
	TERELLA, KAREN	TEACHER ASSISTANT	20,482.68
	MEREDITH, DEBRA	TEACHER ASSISTANT	20,473.99
	CAPPUCCI, CATHERINE	TEACHER ASSISTANT	20,427.74
	MCINNIS, TRICIA	TEACHER ASSISTANT	20,326.16
	WILSON, ANN	TEACHER ASSISTANT	20,285.47
	COTE, ROBERT	CUSTODIAN	20,231.18
	LONG, EMILY	SPED TEACHER ASSISTANT	20,176.97
	SHIMMEL, ALICE	CAFE MANAGER	20,172.97
	WODZINSKI, CLAIRE	TEACHER ASSISTANT	19,564.42
	MANHEIMER, AMY	8TH GRADE MATH TEACHER	19,357.73
		SPECIAL EDUCATION TEACHER	
	MCMAHAN, RICHELLE	ASSISTANT	19,074.33
	ANGELOS, ZACHARY	TEACHER'S ASSISTANT	18,876.08
	STORMWIND, JOANNIE	SPED TEACHER ASSISTANT	18,756.72
	LORDAN, MELINDA	SPED TEACHER ASSISTANT	18,488.81
	MAGNER, HOLLY	LIBRARY TUTOR	18,256.68
	CEGALIS, SARAH	TEACHER ASSISTANT	18,191.85
	SANFORD, WENDY	CHEMISTRY/PHYSICS TEACHER	17,754.80
	PRICE SIMMONS, ANDREA	TEACHERS' ASSISTANT	17,646.07
	STANKOWSKI, REBECCA	5th GRADE TEACHER	17,487.39
	GENTILE, KIMBERLY	TEACHER ASSISTANT	17,315.40
	CLARK, SANDRA	TEACHER ASSISTANT	17,072.54
		HISTORY/SOCIAL STUDIES	
	SCHULTZ, EUGENE	TEACHER	16,631.61
	GRIFFIN, JEAN	CAFE MANAGER	16,584.57
	FUMIA, LISA	CAFE MANAGER	16,060.62
		KINDERGARTEN TEACHERS'	
	SKODA, MARY	ASSISTANT	15,762.01
	GRACEFFA, MICHAEL	SUBSTITUTE/COACH	15,637.04
	PRINCE, LINDA	SUBSTITUTE	15,629.63
	KILLORAN, JAMES	TEACHER ASSISTANT	15,211.49
	GRAHAM, CHRISTINE	SPED TEACHER'S ASSISTANT	15,010.37
	MCGINTY, ANNE	ABA ASSISTANT	14,990.94

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	CARLSON, ALEXA	PHSYICAL EDUCATION TEACHER	14,708.91
	HEVENOR, KRISTINA	KINDERGARTEN TEACHERS' ASSISTANT	14,679.05
	CIARFELLA, KATHLEEN	SPED TEACHERS ASSISTANT	14,155.24
	COURT, CATHY	TEACHER ASSISTANT	14,155.09
	LUCIANO, ABIGAIL	TEACHERS ASSISTANT	14,142.63
	KEMPTON, SUSAN	SPED TEACHERS' ASSISTANT EARLY CHILDHOOD COORDINATOR	13,662.52 12,988.49
	PETERSON, JOAN	CAFE WORKER	12,803.22
	PETERSON, KRISTIN	SPED TEACHER ASSISTANT	12,791.20
	JARGER, FAITH	TD GROUP LEADER	12,777.74
	MAYNARD, CHERYL	SUBSTITUTE	12,410.00
	HARRINGTON, SUSANNE	TEACHER ASSISTANT	12,138.08
	MAILLET, LISA	TEACHER ASSISTANT	12,119.94
	BOUTIETTE, DEBORAH	SUBSTITUTE	11,849.50
	CHANDLER, TONI	CROSSING GUARD	11,807.00
	MCGOVERN, MILDRED	TECHNOLOGY SPECIALIST AIDE	11,730.00
	COLOMBO, JOHN	SUBSTITUTE	11,598.25
	HARVEY, BARTLETT	TIGER'S DEN INTERIM KINDERGARTEN SUPERVISOR	11,525.22
	HERBST, ANTONINA	VAN MONITOR	11,356.62
	RUNGO, LISA	TEACHER ASSISTANT	11,249.86
	SMITH, JERELL	COACH	11,208.00
	SAUCIER, MARC	SPED TEACHER ASSISTANT	11,057.13
	ROPER, CAM	CAFE WORKER	10,975.50
	NELSON, CELESTE	TEACHER ASSISTANT	10,431.00
	RIMBACH, WENDY	AFTERCARE COORDINATOR	10,327.71
	SHOULTS, DANA	VAN MONITOR	10,325.08
	HARVEY, JOAN	CAFE WORKER	9,944.89
	MICKLE, LEEANN	TD KINDERGARTEN SUPERVISOR	9,380.23
	COLEMAN, MARY	SPED TEACHER ASSISTANT	9,199.05
	BARRETT, JENNIFER	TEACHER ASSISTANT	9,056.60
	ROFFEE, MARGIE	CAFE WORKER	9,011.79
	GAGNON, DIANA	SUBSTITUTE	8,967.75
	TEEHAN, ZACHARY	CAFETERIA WORKER	8,844.15
	MCGREGOR, PAMELA	SPED TEACHER ASSISTANT	8,711.17
	PERRON, HILLARY	SPED TEACHER ASSISTANT	8,676.50
	ROANE, ELLEN	ABA ASSISTANT	8,620.00
	BAKER, MONICA	SPED TEACHER ASSISTANT	8,426.75
	MOORE, SARAH	ABA THERAPIST	8,326.70
	BOURQUE, MEGHAN	ABA ASSISTANT	8,190.00
	DUNN, GORDON	SUBSTITUTE	8,160.00
	CLARK, JAMES	CUSTODIAN	7,995.00
	DEMARCO, DONALD	LIBRARY TUTOR	7,938.91
	ANSTISS, THERESA	CAFE WORKER	7,780.78
	RODRIGUEZ, DEBRA	SPED TEACHER ASSISTANT	7,529.60
	FRANCESCHI, MEREDITH	CAFE WORKER	7,362.09
	LYNCH, KATHIANNE		

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	COLLINS, ERIN	SPED TEACHER ASSISTANT	7,306.90
	ROSENTHAL, KATHERINE	OUT OF DISTRICT TUTOR	7,277.71
	MCKENNA, DANIEL	SPED TEACHERS ASSISTANT	7,184.58
	COBURN, BARBARA	SUBSTITUTES	6,858.75
	DONOVAN, STEPHEN	SUBSTITUTE	6,736.25
	DOWNING, MARY GAIL	TEACHER-RETIRED/SUB	6,651.25
	O'ROURKE, AMANDA	SPECIAL EDUCATION TEACHER	6,628.50
	HULINGS, SHIRLEY	CAFE WORKER	6,491.99
	DUARTE, RACHEL	TIGERS' DEN COORDINATOR	6,232.50
	SZYDLO, FAITH	TD GROUP LEADER	6,207.82
	COLEMAN, MICHELLE	SPED TEACHER ASSISTANT	6,099.95
	MANIACE, DANIEL	TECHNOLOGY SPECIALIST AIDE	5,783.40
	BARRY, MICHELLE	SPED TEACHER ASSISTANT	5,692.44
	MARTIN, JESSICA	SUBSTITUTE	5,329.78
	BECKER, KELLEY	SUBSTITUTE	5,135.88
	ERSLAND, CYNTHIA	TIGERS' DEN GRADES 3-5 COORDINATOR	5,118.00
	LASHUA, YVETTE	SPED TEACHER ASSISTANT	5,116.80
	INGEMIE, SAMUEL	SUBSTITUTE	5,062.00
	DUNCAN, SEAN	COACH	4,976.00
	POULTER, GAIL	SUBSTITUTE	4,972.50
	HASTINGS, RICHARD	COACH	4,950.00
	LOMBARD, MICHAEL	COACH	4,950.00
	SCHNEIDER, HOWARD	COACH	4,950.00
	PENNEY, NANCY	TEACHER ASSISTANT	4,935.71
	CAHILL, MINNIE	VAN MONITOR	4,921.25
	ERSLAND, KRISTEN	TD SUBSTITTUE	4,783.98
	KELLY, RYAN	TEACHER ASSISTANT	4,534.20
	PARSONS, RICHARD	SUBSTITUTE	4,407.50
	CONBOY, LOUISE	VAN MONITOR	4,401.88
	HAZZARD, MICHAEL	CUSTODIAN	4,098.25
	MALNATI, ROBERT	SUBSTITUTE	4,037.50
	MACKO, KELLY	SUBSTITUTE	3,889.86
	ABRUZZESE, JOHN	COACH	3,842.00
	BLANCHARD, MICHAEL	COACH	3,842.00
	SMITH, MICHAEL	COACH	3,842.00
	KALUKIEWICZ, CHRISTINE	VAR. GIRLS SOCCER COACH	3,842.00
	WHITCOMB, TIMOTHY	COACH	3,788.00
	WEBBER, KATHERINE	TD ASSISTANT	3,648.60
	GRAYSON, CAROLE	SUBSTITUTE	3,629.87
	DEVELLIS, JOSEPH	SUMMER STUDENT CUSTODIAN	3,586.00
	LEWIS, MARCUS	COACH	3,524.00
	PERKINS, REBECCA	TIGERSS' DEN GROUP LEADER	3,477.50
	RAY JR, JAMES	SUBSTITUTE	3,440.42
	STEARNs, PATRICK	COACH	3,210.00
	KROBOCK, CAITLIN	ABA THERAPIST	3,189.20
	AUSTIN, GARY	COACH	3,118.00
	KISH, SHEILA	COACH	3,118.00
	MOREHOUSE, JOEL	BASKETBALL COACH JR	
		VARISITY	3,118.00

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	MARTINEC, SENA	SUBSTITUTE	3,062.77
		SUBSTITUTE/TD SUB GROUP	
	RODENHIZER, JUDITH	LEADER	3,048.23
	TAYLOR, WILLIAM	CUSTODIAN	3,037.50
	COBLE, ELISABETH	NURSE SUBSTITUE	3,000.48
		SENIOR WORK	
	PORT, FREMAN	PROGRAM/SUBSTITUTE	2,964.00
	SULLIVAN, SEAN	COACH	2,894.00
	FIorentino, KATARINA	TD HIGH SCHOOL ASSISTANT	2,855.40
	Feehan, PATRICK	COACH	2,805.00
	Froehlich, EILEEN	SUBSTITUTES	2,805.00
	Whitcomb, CHRISTINE	COACH	2,802.00
	Denehy, STEPHANIE	SUBSTITUTE	2,661.25
	Coffey, ASHLEY	MS GIRLS SOCCER COACH	2,488.00
	Garvey, DANIEL	JV BOYS SOCCER COACH	2,488.00
	Putnam, KARA	SUBSTITUTE	2,465.00
	Shearer, TREVOR	TD ASSIST. GROUP LEADER	2,454.90
	SAGL, JACQUELINE	MS CHEERLEADING COACH	2,428.00
		SPEECH AND LANGUAGE	
	Luna-White, JESSICA	ASSISTANT	2,426.88
	Friday, NANCY	CAFE SUBSTITUTE	2,367.00
		TEACHER RETIRED/SUB DAY TO	
	MARSH, ELLEN	DAY	2,351.25
	MULONE, ALYSSA	SUBSTITUTE	2,269.53
	PARE, DEBORAH	SUBSTITUTE	2,252.50
	NEVINS, JOELLYN M	RETIREE/SUB	2,210.00
	Kidger, CHRISTOPHER	COACH	2,173.00
		DRAMA PRODUCTION	
	Govang, JULIEANN	DIRECTOR	2,144.00
	Babcock, MAUREEN	SUBSTITUTE	2,118.25
	Gibbons, SARA	HIGH SCHOOL ASSISTANT	2,082.15
	Legato, LISA	SUBSTITUTE NURSE	1,937.50
	White, RICHARD	HIGH SCHOOL ASSISTANT	1,692.20
	Luttig, SHANNON	TD ASSISTANT	1,666.45
	Holmer, ASHLEY	SUBSTITUTE	1,661.88
	Badger, BARBARA	TD GROUP LEADER	1,559.15
	Cook, YVONNE	SUBSTITUTE	1,540.00
	DeVogel, MICHELLE	CAFETERIA SUBSTITUTE	1,417.50
	Cavallo, DIANE L	SUBSTITUTE	1,400.00
	Rolla, JO-ANNE	SUBSTITUTE	1,369.00
	Ferrante, CARLO	COACH	1,268.00
	Gale, CINDY	SUBSTITUTE	1,248.00
	Donovan, LAURA	SUBSTITUTE	1,208.14
	Heighes, CANDACE	SUBSTITUTE	1,103.63
	Pletcher, JENNIFER	SUBSTITUTE NURSE	1,062.50
	Ofsthun, CHRISTINE	SUBSTITUTE	978.64
	Drinkwater, SARAH	TD STUDENT	976.04
	Holland, MICHELE	SUBSTITUTE	966.76
	Morrison, NANCY	GAME TICKET SALES	947.00
	Wile, JESSICA	SUBSTITUTE	945.25

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
	OGILVIE, NATALIE	ATHLETIC OFFICIAL SENIOR WORK PROGRAM/CAFE	877.00
	MCGRATH, FRANCINE	SUBSTITUTE	866.00
	SCHOFIELD, MAURA	SUBSTITUTE	807.50
	PISAL, PRERANA	SUBSTITUTE	802.50
	SUNDQUIST, ZACHARY	TD HIGH SCHOOL ASSISTANT	732.00
	WILE, SAMANTHA	TIGERS DEN GROUP LEADER	721.50
	CRORY, SUZANNE	SUBSTITUTE	695.75
	RODRIGUEZ, DEZERA	TD HIGH SCHOOL ASSISTANT	680.00
	BREW, LESLIE	SUBSTITUTE	650.00
	FERNANDEZ, RACHAEL	SUBSTITUTE	610.75
	ARENA, PAMELA	SUBSTITUTE	483.75
	LARSEN, KAYLA	SUBSTITUTE	460.50
	LAWLOR, JACLYN	SUBSTITUTE	431.50
	CRORY, COURTNEY	SUBSTITUTE	345.50
	STEVENS, ERIN	SUBSTITUTE	298.00
	ALO-MENDOSA, SHANNON	SUBSTITUTE	210.00
	BUNKER, PATRICIA	TD GROUP LEADER	169.13
	NELSON, ABIGAIL	CAFE SUBSTITUTE	144.00
	DRINKWATER, HEATHER	SUBSTITUTE	140.00
	GENTILE, STEPHANIE	SUBSTITUTE	114.00
	ZANE, HARRY	SUBSTITUTE	85.00
	ARIMENTO, ELIZABETH	SUBSTITUTE	73.00
	BURK, KIMBERLY	SUBSTITUTE	38.00
<u>SELECTMEN / ADMINISTRATION</u>			
	BERGMAN, KEITH	Town Administrator	118,793.70
	GLENROSS, NANCY	IT MANAGER	89,509.60
	CRORY, MARK	LCTV Executive Director	65,586.24
	GIBBONS, JENNIFER	Exec Asst to TA	57,750.48
	COLE, WILLIAM	Maintenance Supervisor	56,311.75
	DOLAK, KIRBY	LCTV-PT Program Coordinator	20,122.16
	BOROSKI, JOHN	Veterans Agent	5,000.00
	GERVAIS, JOSEPH	Alternate Inspector of Wires	3,916.35
	FEDELE, MARILYN	On-Call Meeting Clerk	2,813.96
<u>TOWN CLERK</u>			
	CRORY, DIANE	TOWN CLERK	59,687.88
	LORD, LINDA	ADMIN CLERK-	35,832.04
	CLYDE, SANDRA	COLLECTOR/CLERK	914.94
	PETKEWICH, KATHERINE	ELECTIONS WARDEN	732.00
<u>TREASURER</u>			
	VENUTI, STEVEN	TREASURER	75,468.80
	ESSMAN, ANN	ASSISTANT	64,066.72
	FILIPE, CYNTHIA	TREASURER/PAYROLL	39,110.96
	HANLON, CAROL	FINANCE & PAYROLL	14,841.00
<u>WATER DEPARTMENT</u>			

<i>Dept</i>	<i>Employee</i>	<i>Title</i>	<i>2014 Earnings *</i>
		WATER PRODUCTION	
	DENARO, PAUL	SPECIALIST	101,195.92
	MCGLOUGHLIN, DAVID	UTILITY SPECIALIST STEP II	88,583.62
	VEASIE, JAY	WATER DEPT. FOREMAN	85,585.29
	MORSE, MICHAEL	UTILITY SPECIALIST III	83,829.58
		WATER DISTR./WWTF	
	HUNT, KEVIN	SUPERVISOR	81,139.70
	PERRON, MARK	UTILITY SPECIALIST STEP III	77,798.85
	TAYLOR, THOMAS	UTILITY SPECIALIST STEP III	75,166.13
	FENNELL, REGINALD	WATER PRODUCTION STEP II	72,675.30
		WATER TREATMENT SYSTEMS	
	NELSON, STEVEN	OPERATOR	70,323.09
	GODFREY, COREY	ENVIROMENTAL ANALYST	54,402.80

* Total Earnings include base salary, overtime, details and stipends and may include work in other departments not reflective of the title alone

COLLECTOR

Below is a list of tax balances as of January 1, 2014 and ending December 31, 2014, as reported

Tax Years 2007-2012

	<u>Debit</u>	<u>Credit</u>	<u>Uncollected</u>
Uncollected as of January 1, 2014			
Real Estate	\$7,211.25		
Personal Property	\$10,544.94		
Motor Vehicle	\$20,001.30		
Refunds	<u>\$56.49</u>		
TOTAL DEBIT	\$37,813.98		
Collected			
Real Estate	\$7,211.25		
Personal Property	\$2,301.25		
Motor Vehicle	<u>\$3,718.33</u>		
Total Collected	\$13,230.73		
Abated			
Personal Property	\$6,031.68		
Motor Vehicle	<u>\$4,370.96</u>		
Total Abated	\$10,402.64		

	<u>Debit</u>	<u>Credit</u>	<u>Uncollected</u>
TOTAL CREDIT		\$23,633.37	
Uncollected as of December 31, 2014			
Personal Property		\$2,212.11	
Motor Vehicle		<u>\$11,968.50</u>	
TOTAL UNCOLLECTED		\$14,180.61	

Tax Year 2013

Uncollected as of January 1, 2014	
Real Estate	\$46,244.51
CPA	\$299.99
Personal Property	\$24,251.42
Motor Vehicle	\$35,708.52
Refunds	<u>\$43,585.85</u>
Total Debit	\$150,090.29

Collected	
Real Estate	\$14,129.66
CPA	\$89.72
Personal Property	\$11,046.26
Motor Vehicle	<u>\$28,498.31</u>
otal Collected	\$53,763.95

Abated	\$4,792.48
Real Estate	\$37,612.80
Personal Property	<u>\$1,853.07</u>
Motor Vehicle	\$44,258.35
Total Abated	

Tax Title	\$32,114.85
Real Estate	<u>\$210.27</u>
CPA	<u>\$32,325.12</u>
Total Tax Title	\$130,347.42
Total Credit	

Uncollected as of December 31, 2014	\$13,205.16
Personal Property	<u>\$6,537.71</u>
Motor Vehicle	<u>\$19,742.87</u>
TOTAL UNCOLLECTED	

Tax Year 2014

Uncollected as of January 1, 2014	\$14,673,392.42
-----------------------------------	-----------------

	<u>Debit</u>	<u>Credit</u>	<u>Uncollected</u>
Real Estate	\$215,637.53		
CPA	\$3,208.30		
Street Betterment	\$2,548.00		
Street Betterment Interest	\$4,907.14		
Water Betterment	\$1,482.97		
Water Betterment Interest	\$6,694.25		
Septic Betterment	\$2,392.23		
Septic Betterment Interest	\$2,711.84		
Electric Lien	\$695.98		
Water Lien	\$150.00		
Lien Charge	\$628,149.14		
Personal Property	\$1,316,712.89		
Motor Vehicle	<u>\$138,668.59</u>		
Refunds			
Total Debit	\$16,997,351.28		

Collected		
Real Estate		\$14,511,899.63
CPA		\$214,000.42
Street Betterment		\$2,765.40
Street Betterment Interest		\$2,171.54
Water Betterment		\$4,907.14
Water Betterment Interest		\$1,482.97
Septic Betterment		\$6,694.25
Septic Betterment Interest		\$2,392.23
Electric Lien		\$2,711.84
Water Lien		\$695.98
Lien Charge		\$150.00
Personal Property		<u>\$625,765.23</u>
Motor Vehicle		<u>\$1,261,057.19</u>
Total Collected		\$16,636,693.82

Abated		
Real Estate		\$97,700.45
CPA		\$1,057.01
Personal Property		\$42,854.06
Motor Vehicle		<u>\$34,605.52</u>
Total Abated		\$176,217.04

Tax Title		
Real Estate		\$143,344.12
CPA		\$889.83
		<u>\$442.90</u>

	<u>Debit</u>	<u>Credit</u>	<u>Uncollected</u>
Street Betterment		\$376.46	
Street Betterment Interest		\$145,053.31	
Total Tax Title		\$16,957,964.17	
Total Credit			
Uncollected as of December 31, 2014			\$2,383.91
Personal Property			\$37,003.20
Motor Vehicle			\$39,387.11
Total Uncollected			
Tax Year 2015			
Uncollected as of January 1, 2014	\$29,352,001.04		
Real Estate	\$228,696.50		
CPA	\$3,720.65		
Street Betterment	\$2,367.25		
Street Betterment Interest	\$3,534.95		
Water Betterment	\$1,098.41		
Water Betterment Interest	\$6,694.25		
Septic Betterment	\$2,055.51		
Septic Betterment Interest	\$1,886.44		
Electric Lien	\$100.00		
Lien Charge	\$1,075,047.97		
Personal Property	\$7,375.00		
Municipal Lien Certificates	\$4,820.00		
Registry Markings	\$25,725.00		
Tax Collector Fees	\$725.00		
Tax Title Advertising	\$12.00		
Betterment Release	\$3,727.50		
Duplicate Bill Fees	\$14,944.50		
Deputy Collector Fees	\$11,232.00		
Motor Coach Fees	\$62.50		
Bounced Check Fees	\$2,769.60		
Advanced Water Betterments	\$99.96		
Advanced Water Betterment Interest	12,447.80		
Roll Back 61A	\$560.24		
Roll Back 61A Interest	<u>\$8,040.55</u>		
Refunds	\$30,769,744.62		
Total Debit			
Collected		\$14,258,958.10	
Real Estate		\$5,078.45	

	<u>Debit</u>	<u>Credit</u>	<u>Uncollected</u>
CPA		\$295.66	
Street Betterment		\$137.41	
Street Betterment Interest		\$569,850.51	
Personal Property		\$7,375.00	
Municipal Liens		\$4,820.00	
Registry Markings		\$25,725.00	
Tax Collector Fees		\$725.00	
Tax Title Advertising		\$12.00	
Betterment Release		\$3,727.50	
Duplicate Bill Fees		\$14,944.50	
Deputy Collector Fees		\$11,232.00	
Motor Coach Fees		\$62.50	
Bounced Check Fees		\$2,769.60	
Advanced Water Betterment		\$99.96	
Advanced Water Betterment Interest		\$12,447.80	
Roll Back 61A		<u>\$560.24</u>	
Roll Back 61A Interest		\$14,918,821.23	
Total Collected			

Abated	\$92,093.84
Real Estate	<u>\$1,052.50</u>
CPA	\$93,146.34
Total Abatements	\$15,011,967.57
Total Credit	

Uncollected as of December 31, 2014	\$15,002,738.04
Real Estate	\$2,222,565.55
CPA	\$3,424.99
Street Betterment	\$2,229.84
Street Betterment Interest	\$3,534.95
Water Betterment	\$1,098.41
Water Betterment Interest	\$6,694.25
Septic Betterment	\$2,055.51
Septic Betterment Interest	\$1,886.44
Electric Lien	\$100.00
Lien Charge	<u>\$511,449.07</u>
Personal Property	\$17,757,777.05
Total Uncollected	

Respectfully submitted,

Rebecca Jean Quinn
Tax Collector

COMMISSIONERS OF TRUST FUNDS

Market Overview

The S&P 500 Index finished the year at 2058.90, gaining a very solid 11.4% for the calendar year while U.S. bond indexes were up more modestly at 2.7%. Interest rates remained low while the U.S. economy continued to show steady growth and inflation stayed in check.

Fund Performance

The Littleton Trust Funds began the year with a balance of \$4,892,863 and finished the year at another record high market value of \$5,160,666, including a capital contribution of \$187,543 to the Rueben Hoar Library Fund and disbursements of \$130,764. During 2014 the Fund's portfolio holdings gained a modest 4.5%. More positively, the Fund's investment income in 2014 of \$257,776, which is made up primarily of stock dividends, interest and capital gains distributions from mutual fund holdings, was up 52% from 2013.

Commissioner Comments

In 2014 the Fund's asset values lagged our custom benchmark performance targets established based on the investment policy. Overall fund performance was held down by weak performance in the international, alternatives, and income orientated U.S. equities sectors of the market. However, the large increase in investment income significantly exceeds both historical and projected income expectations for the funds and is the result of unusually large mutual fund capital gains distributions in 2014. These distributions were driven by the extended stock market recovery that has followed the 2008-2009 market and cannot be relied upon as recurring income as they will vary considerably with future market performance. The Commissioners do not expect investment income to remain at the 2014 level and will manage disbursements accordingly in those cases where we have the latitude to do so.

The Commissioners, as administrators of the Frank M. Kimball Second Fund and the John C. & Eunice B. Morrison Charitable Foundation Scholarship Fund, were pleased to award scholarships totaling \$38,750 to 14 citizens in 2014. We wish to thank the Awards Committee members Larry Wenz, Pamela Campbell, and Andrew Sammarco who screened the many applicants and provided the Commissioners with excellent recommended candidates.

The Commissioners also wish to thank Steve Venuti, Town Treasurer, for his invaluable assistance again this year with Fund management and reporting.

Respectfully submitted,

COMMISSIONERS OF TRUST FUNDS

Rick Hoole

David Stevens

Andrew Sammarco

TRUST FUND INVESTMENTS

NUMBER OF SHARES		MARKET VALUE 12/31/2013	Dividend Per Share	Estimated Annual Income
Common Stocks				
916.027	Abbvie Inc	\$59,944.81	1.96	\$1,795.41
794.589	Caterpillar Inc.	\$72,728.73	2.80	\$2,224.85
1,078.870	Chevron Corp.	\$121,027.64	4.28	\$4,617.56
2,646.524	Consolidated Edison Corp.	\$174,697.05	2.52	\$6,669.24
1,006.355	Danaher Corp.	\$86,254.69	0.40	\$402.54
1,600.000	Federal Home Loan Mtg Corp.	\$3,296.00	0.00	\$0.00
3,168.139	General Electric	\$80,058.87	0.92	\$2,914.69
1,068.216	Johnson & Johnson	\$111,703.35	2.80	\$2,991.00
1,087.041	Eversource Energy	\$58,178.43	1.57	\$1,706.65
827.756	State Street Corp	\$64,978.85	1.20	\$993.31
1,156.642	Verizon Communications	\$54,107.71	2.20	\$2,544.61
Total Common Stocks		\$886,976.13		\$26,859.86
Preferred / Other Stocks				
1,900.000	Bank of America Corp	\$49,856.00	1.66	\$3,146.88
2,075.000	Barclays Bank	\$52,933.25	1.66	\$3,436.72
1,975.000	ML Capital Trust	\$51,310.50	1.84	\$3,641.41
1,902.953	Starwood Property Trust	\$44,224.63	1.92	\$3,653.67
Total Preferred / Other Stocks		\$198,324.38		\$13,878.68
Mutual Funds				
5,382.173	Alger Spectra	\$94,026.56	0.00	\$0.00
1,934.134	AllianxGI Ultra Micro Cap	\$46,806.04	0.00	\$0.00
9,677.671	American Century Equity Income	\$84,679.62	0.24	\$2,279.09
3,839.991	American Century Mid Cap Value	\$63,206.25	0.22	\$832.89
7,177.308	American Century Small Cap	\$64,093.36	0.14	\$1,034.97
4,651.387	AMG Southernsun Small Cap	\$117,401.01	0.01	\$55.35
	Eaton Vance Atlanta Capital			
2,978.252	Small/Mid Cap Fund	\$75,051.95	0.15	\$440.19
31,856.494	Federated Strategic Value	\$188,271.88	0.32	\$10,299.20
5,017.419	Forward Select Income	\$127,592.97	1.39	\$6,969.37
4,046.504	Frank Value Fund	\$59,240.82	0.00	\$8.21
1,063.203	T. Rowe Price Mid Gr	\$80,208.03	0.00	\$0.00

NUMBER OF SHARES		MARKET VALUE 12/31/2013	Dividend Per Share	Estimated Annual Income
	Total Mutual Funds	\$1,000,578.49		\$21,919.27
	Exchange Traded Equity Funds			
2,159.510	Select Sector SPDR – Financial	\$53,404.68	0.40	\$857.17
	Total Exchange Traded Equity Funds	\$53,404.68		\$857.17
	International / Global Equity Mutual Funds			
4,970.226	Artisan International Value Fund	\$170,031.43	0.55	\$2,719.71
2,389.150	Driehaus Emerging Markets	\$70,814.41	0.00	\$0.00
5,084.778	Franklin Mutual Global Discovery	\$169,424.80	0.82	\$4,184.77
6,233.496	Grandeur Peak Global Reach	\$78,853.72	0.04	\$261.25
25,206.374	Grandeur Peak International Opportunities	\$79,148.01	0.03	\$722.92
20,371.193	Henderson Global Equity Income	\$158,691.59	0.50	\$10,216.81
9,904.632	Matthews Asis Dividend	\$151,144.68	0.00	\$0.00
3,785.897	Thornburg International Growth	\$69,774.08	0.14	\$546.38
	Total International / Global Equity Mutual Funds	\$947,882.72		\$18,651.84
	Balanced Funds			
2,693.103	First Eagle Global	\$141,764.94	0.44	\$1,198.43
12,161.201	JP Morgan Income Builder	\$123,922.64	0.50	\$6,068.44
11,485.526	Principal Global Diversified	\$160,452.80	0.65	\$7,502.35
7,686.413	Thornburg Income Builder	\$161,491.54	1.07	\$8,228.42
	Total Balanced Mutual Funds	\$587,631.92		\$22,997.64
	Alternatives			
11,273.481	Blackrock Multi-Asset Income	\$126,713.93	0.57	\$6,478.62
12,491.296	Catalyst Hedged Future Strategy	\$127,910.87	0.00	\$0.00
10,142.033	Neuberger Berman Long Short	\$131,542.17	0.03	\$266.74
11,094.472	Goldman Sachs Long Short Credit Strategies	\$114,894.97	0.29	\$3,266.39
12,140.979	Legg Mason Bw Alternative Credit	\$127,601.69	0.24	\$2,907.10

NUMBER OF SHARES		MARKET VALUE 12/31/2013	Dividend Per Share	Estimated Annual Income
	Total Alternative Mutual Funds	\$628,663.63		\$12,918.85
Domestic Bond Mutual Funds				
14,061.259	Doubleline Total Return Bond Fund	\$154,252.01	0.52	\$7,369.73
12,140.979	Loomis Sayles Bond Fund	\$152,753.83	0.55	\$6,625.17
22,130.537	Virtus Multi-Sector Short Term Bond Fund	\$105,341.36	0.16	\$3,627.55
	Total Domestic Bond Mutual Funds	\$412,347.20		\$17,622.45
International Bond Mutual Funds				
8,817.420	Dreyfus Standish Mellon Global Fixed Income	\$191,426.19	0.80	\$7,071.57
17,505.659	Templeton Global Total Return	\$219,696.02	0.56	\$9,843.43
	Total International Bond Mutual Funds	\$411,122.21		\$16,915.00
Money Market Mutual Funds				
33,734.780	Prime Fund - Capital Reserves	\$33,734.78	0.00	\$0.00
	Total Money Market Mutual Funds	\$33,734.78		\$0.00
	Total Accrued Interest	\$0.00		
	Total Trust Funds	\$5,160,666.14		\$152,620.76

TRUST FUND BALANCES

FUND	Principal Account Balance as of 12/31/14 *	Expendable Funds Account Balance as of 12/31/14 **	Total Trust Fund Balance 12/31/2014	2014 Income
Cemetery Perpetual Care	\$241,328.41	\$180,110.56	\$421,438.97	\$20,972.35
J. Goldsmith Common School	7,378.90	10,033.61	17,412.51	866.48
C. Hildreth	94,460.45	125,156.37	219,616.82	10,928.25
L. Johnson High School	12,552.50	16,671.03	29,223.53	1,454.14
F. M. Kimball	125,941.55	124,305.37	250,246.92	12,523.14
M. H. Kimball	249,361.07	243,510.09	492,871.16	24,526.17

FUND	Principal Account Balance as of 12/31/14 *	Expendable Funds Account Balance as of 12/31/14 **	Total Trust Fund Balance 12/31/2014	2014 Income
B. Sampson Education	266,743.91	261,482.76	528,226.67	26,439.19
L. H. Zappy	11,864.63	16,618.86	28,483.49	1,416.82
B. Sampson Relief of Animals	44,947.11	62,977.94	107,925.05	5,370.00
A. Tuttle Lyceum	59,764.04	55,775.37	115,539.41	5,783.06
Reuben Hoar Library	772,532.48	578,788.17	1,351,320.65	67,554.60
F.M. Kimball II Fund	199,987.40	197,148.05	397,135.45	19,882.81
Doris Warren Education Fund	180,997.68	178,769.20	359,766.88	18,001.89
Clancy Lyceum	4,765.30	4,348.22	9,113.52	456.16
FB Morrison Charitable Fund	600,222.59	232,122.52	832,345.11	41,600.97
Totals	\$2,872,848.02	\$2,287,818.12	\$5,160,666.14	\$257,776.03

* includes Unrealized Gains & Losses

** includes Realized Gains & Losses

Additions & Disbursements from Funds - Yr ending December 31, 2014

<u>Fund</u>	<u>Additions</u>	<u>Disbursements</u>	<u>Reason for Disbursement</u>
Cemetery Perpetual Care	\$0.00	\$13,000.00	FY14 Cemetery Budget
J. Goldsmith Common School	-	500.00	FY14 Town Meeting Appropriation
C. Hildreth	-	6,000.00	FY14 Town Meeting Appropriation
L. Johnson High School	-	750.00	FY14 Town Meeting Appropriation
F. M. Kimball	-	8,500.00	Scholarship Awards
M. H. Kimball	-	14,200.00	TM Appropriation to be made
B. Sampson Education	-	18,500.00	Scholarship Awards
L. H. Zappy	-	200.00	FY14 Town Meeting Appropriation
B. Sampson Relief of Animals	-	2,500.00	FY14 Town Meeting Appropriation
A. Tuttle Lyceum	-	4,045.04	Disbursement to Littleton Lyceum
Reuben Hoar Library			FY14 Town Meeting Appropriation

FUND	Principal Account Balance as of 12/31/14 *	Expendable Funds Account Balance as of 12/31/14 **	Total Trust Fund	
			Balance 12/31/2014	2014 Income
	187,543.25	11,500.00		
F.M. Kimball II Fund	-	16,250.00	Scholarship Awards	
Doris Warren Education Fund	-	12,000.00	Scholarship Awards	
Clancy Lyceum	-	319.06	Disbursement to Littleton Lyceum	
FB Morrison Charitable Fund	-	22,500.00	Scholarship Awards	
Totals	\$187,543.25	\$130,764.10		

Note: Disbursements for FY15 Town Meeting appropriations to be made in January 2015

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 Assessors staff.

2014 was an interim year after the 2013 revaluation. Values for all properties in Littleton were reviewed for the period from 1/1/2012 through 12/31/2012, were then reviewed and approved by the Department of Revenue. The Board again received a limited number of abatement requests this year, indicative of the effort made to provide reliable assessments. This reflects the positive trend as our data collection and analysis has maintained a high level of quality.

Chief Assessor Ken Mildren had announced his retirement and left the position in December, 2013. Katherine (Kathy) Miller, a former assessor in Leominster and Groton was hired as Ken's replacement, beginning her duties in January, 2014. Kathy brought a strong record of increasing responsibility and continued education to the position and was able to assume full duties immediately.

The first quarter of 2014 saw Ken working with Kathy on a consultant basis to resolve abatement requests and ease the transition process. Kathy also met with representatives of the Department of Revenue (DOR) to review the town materials in preparation for a setting the property values and a full revaluation in 2015. In conjunction with the DOR an aggressive plan was developed and enacted to complete a measure and list of all town properties.

Departmental expenditures remain low and unlike other area communities, the Littleton staff handles their commercial and personal property valuations. It allows the staff to maintain an in-depth knowledge of all properties and also provides a significant cost savings to the Town. This self-contained methodology was a strong factor in the process of hiring our new chief assessor.

The Assessors Office hours are Monday 8:00-6:00, Tuesday óThursday 8:00-4:00 and Friday 8:00 to 12:00. We have adjusted the hours over previous years to accommodate residents who work away from town

during the day, creating Monday evening hours. Citizens may contact the Assessors Office with any questions or concerns at (978) 540-2410.

Respectfully submitted,

BOARD OF ASSESSORS
Frederick J. Freund, Chairman

AGRICULTURAL COMMISSION

Over the past year the Commission has met on several occasions to discuss the many issues that could have affected Littleton's farming community. In addition, the Commission was also asked by the BOS for their input regarding Town owned land. The Commission formed a subcommittee to work with the BOS and the Conservation Commission to determine the best long term use of the former Congregational Church land as well as other Town owned properties. The desired end result was to keep land that was formerly in agricultural use to stay that way. The Commission advised everyone that they had to insure that any of these lands were to be properly maintained by using best farm practices.

The Commission's goal is to continue to support what is left of Littleton's shrinking farm community for both the present and the future. As members of this community we are keenly aware of the pressures and problems facing us. The Commission will work to keep what most resident want: a healthy farming community.

AGRICULTURAL COMMISSION
Jamie Cruz, Chair

COMMUNITY PRESERVATION COMMITTEE

In 2014 the Littleton CPC held meetings on: January 7, January 28, February 5, April 9, April 22, May 5, August 26, September 22, October 28, November, 25 and December 17.

The committee approved many projects in 2014, including:

1. Congregational Church Stained Glass Windows
2. Scenic Farmland Restoration (ðCloverdaleö)
3. Long Store Reconstruction/Restoration Feasibility Study
4. Morgan Property Engineering Costs
5. 300 King Street Project Completion
6. Regional housing Services: Regional housing services to monitor, maintain subsidized housing inventory in Littleton
7. Littleton Turf Fields Design (not approved at Town Meeting)

During 2014 the CPC continued discussion of the recent amendments to CPA and expanding revenue sources.

The management of CPA funds is handled by the town accountant.

	FY2014 Actual
Total Revenue	\$289,637.81

Respectfully submitted,

COMMUNITY PRESERVATION COMMITTEE
Timothy öMitö Wanzer, Chair

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 2014-2015 judicial and administrative appeals:

- 1) WALDEN PARTNERS, INC. v. LITTLETON BOARD OF HEALTH, Superior Court No. MICOV2013-1837L. An appeal of the Board of Health decision denying a permit for a septic system at 305 Tahattawan Road. The Town filed a motion for judgment on the pleadings on October 27, 2014.
- 2) ANDREWS CROSSING, LLC v. LITTLETON BOARD OF HEALTH, Land Court No. 02-MISC-281893. An action seeking a declaration that the three-year freeze on the Board of Health's new regulations is tolled during the pendency of litigation against the Town. This case has been inactive since 2003.
- 3) DICARLO, et al. v. LITTLETON PLANNING BOARD, Land Court No. 229270. The Plaintiffs appealed a decision of the Planning Board, ordering the modification of a 35 year old definitive subdivision plan. The case has been inactive since 1996.
- 4) ZAJAC v. KELLY, Mass. District Court Case No. 0448CV0371. An appeal of Police Chief Kelly's revocation of Mr. Zajac's firearms license. This case has been inactive since March 2005.
- 5) ZAJAC v. KELLY and TOWN OF LITTLETON, Superior Court No. WOCV2007- 00803. An appeal of Police Chief Kelly's revocation of Mr. Zajac's firearms license. The Defendants have filed a Motion for Judgment on the Pleadings. This case has been inactive since March 2008.
- 6) CHARLES RIDGE REALTY, LLC, CHAPTER 11, US Bankruptcy Court for the District of Massachusetts, No. 07-40251-HB. On January 25, 2007 The Town filed a Notice of Appearance and request for service of documents. This case has been inactive since that time.

Respectfully submitted,

Miyares and Harrington LLP
Littleton Town Counsel

Regulatory & Land Use

BOARD OF HEALTH

The Board of Health is responsible for the administration and enforcement of Massachusetts environmental and public health regulation and laws. The most prominent issue is administering Title 5 of the State Environmental code, on-site sewage treatment systems. The Board plays a prominent role in monitoring and preventing disease, preventing tobacco sales to minors and preparation for emergency response.

The Board is a member of the Nashoba Associated Boards of Health (NABOH). Technical assistance is provided by the Nashoba health agents. NABH licenses septic installers in accordance with Title 5, issues permits to drinking well contractors, issues food service permits and conducts inspections, investigates housing complaints in accordance with Chapter II of the State Sanitary Code and conducts weekly testing of Long Lake on behalf of the Board of Health. Nashoba nursing also offers blood pressure, wellness and flu clinics and investigates communicable diseases. Health agent James Garreffii, R.S. holds office hours in Littleton on Tuesdays from 12 ó 1 p.m. and Thursdays from 9:30-10:30 a.m. or can be reached in the NABH office at 978-772-3335. Additional information is available on the NABOH website www.nashoba.org.

The Board's specific activity this year includes:

- Issued subsurface disposal system permits(30 new/increased flow, 30 upgrade/repairs, 4 transfer/extensions)
- Issued tobacco permits
- Issued stable permits
- Monitored monthly and quarterly reports of private wastewater treatment facilities
- Review building permit applications for compliance with Title 5
- Oversee the activity of the Littleton volunteer Corps/Medical Reserve Corps
- Coordinating flu clinics with NABH
- Preparing emergency response plans for emergency sheltering and emergency dispensation sites with NABH
- Planning and coordinating exercise and drills for the above emergency plans with NABH

The Board of Health would like to acknowledge the retirement of Peter Cassinari after 47 years of service to the Board of Health. The Board welcomed new member Brad Mitchell who was elected to the Board in 2014. The five members of the Board of Health are elected for staggered three-year terms, the Board members are Chairman Peter Yapp, Vice-chair Brad Mitchell, Clerk William Cole, Ann Loree and Gino Frattalone. The Board meets the second and fourth Tuesday of the month during the calendar year 2014 the Board held 18 meetings. All Board members are available to the public for questions at their homes. Additional public health information and contact information is available on the website www.littletonma.org. The Board of Health office is open Monday thru Friday 8 a.m. to 3:30 p.m.

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

Respectfully submitted,

BOARD OF HEALTH
Peter Yapp, Chairman

ANIMAL INSPECTOR REPORT 2014

Quarantines:

The Board of Health were notified of the following bites/scratches:

45 day quarantine: wound to a dog from a source not available for testing 2

Barn Book

	<u>adults</u>	<u>young</u>
cattle:		
dairy	84	47
beef		19
steer	42	
goats	52	6
sheep	94	10
swine:		
feeder	3	4
breeder	2	0
llamas	3	
alpaca	1	
equine:		
horse	186	5
pony	14	0
donkey	3	0
mules	2	0
poultry:		
chickens	627	
turkeys	2	
waterfowl	51	
game birds	18	
rabbits	20	
other:		
pigeon	1	

59 residents were found to own livestock in Littleton in 2014.

Respectfully,

Phyllis Tower
Littleton Animal Inspector

BUILDING DEPARTMENT

REPORT OF THE BUILDING COMMISSIONER

Year Ending December 31, 2014

The Building Department is pleased to report that during the calendar year 2014, fees were collected from 443 building permits totaling \$507,576. One permit application was rejected. Fees were also collected from miscellaneous permits and services such as annual inspections, small lot determinations and trench permits totaling \$4,665. The following represents the number of permit applications received and reviewed.

New Commercial Construction	11
Commercial Addition / Renovation	47
New Residential Construction	54
Residential Renovation / Addition	97
Accessory Structure	7
Signs	13
Heating Appliance	28
Swimming Pools	10
Demolition	14
Miscellaneous	162
Certificate of Inspection	21

The mission of the Building Department is to provide minimum requirements to safeguard life or limb, health, and public welfare and the protection of property as it relates to these safeguards by regulating and controlling the design, construction, prefabrication, equipment or appliance installation, quality of materials, use, occupancy location and repair of all structures; through uniform building laws granting full justice to all building materials on a fair basis of true merits of each material; and to development on a sound economic basis for the future growth of our community through unbiased and equitable dealing with building construction. The department reviews applications for zoning compliance and issues permits for construction, repair, remodeling. Zoning enforcement remains active involving site assessment, monitoring, issuing orders, aiding all concerned parties through the local appeal process and pursuing legal avenues as necessary to resolve violations. Presently there are no active court cases pending.

Construction activity for the calendar year 2014 increased significantly for both residential and commercial construction and promises to continue throughout 2015.

New residential starts nearly doubled over last year as did existing home addition construction and remodeling. The 40B complex located at 15 Great Road is well under way representing the bulk of the residential growth to include 56 single family detached dwelling units for sale and three garden style four story buildings. New commercial construction is represented by the beginning phases of "The Point," a multi use, multi building complex located at the intersection of Russell Street and Great Road.

The warnings regarding non-vented fossil fuel heating appliances will forever be repeated. Said installation requires specific built-in safeguards, and are restricted to areas not used as bathrooms and bedrooms. As with any non-vented fossil fuel appliance, caution should be exercised in their use as they introduce carbon monoxide

gas into the living area. If you are contemplating using such a product, please contact this office or the Fire Department for more information.

In closing, I would like to thank the following individuals who, by their dedication and assistance, help provide the consistent service the Town of Littleton has come to expect from the Building Department. Mr. Bill Morehouse as Inspector of Wires, Mr. Ed Sullivan as the Gas, Plumbing, and Sheet Metal Inspector, Mrs. Michelle Cobleigh who provides the administrative assistant services for the Building Department, the Board of Health and the Board of Appeals, Mrs. Susan Raymond who provides additional clerical assistance and Mr. Gabriel Vallante who acts as the alternate Building Commissioner during my absence.

BUILDING DEPARTMENT OFFICE HOURS

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

ROLAND J. BERNIER
Building Commissioner
Zoning Officer

REPORT OF THE INSPECTOR OF WIRES

Year Ending December 31, 2014

Please consider the following annual report of the Inspector of Wires for the year January 1, 2014 to December 31, 2014, collecting a total of \$55,730.62 in fees from 372 electrical permits.

New Homes	48
Commercial Buildings	100
Residential additions more than ten outlets	75
Residential additions less than ten outlets	55
New Service	31
Swimming Pools	11
Temporary / permanent meters	8
Residential Security Systems	14
Appliance Installation	30

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. A special thanks to Mr. Joe Gervais who acts as the alternate inspector during my absence.

Respectfully submitted

William Morehouse
Inspector of Wires

REPORT OF THE GAS, PLUMBING , SHEET METAL INSPECTOR

Year Ending December 31, 2014

As the Littleton Gas Inspector, I am pleased to report that 212 permits were issued collecting a total of \$26,995.40 in gas permit fees.

Commercial	39
Residential	42
Renovation	131
Void	0

As the Littleton Plumbing Inspector, I am pleased to report that 206 permits were issued collecting a total of \$42618.20 in plumbing permit fees.

Commercial	34
Residential	46
Renovation	126
Void	0

As the Littleton Sheet Metal Inspector, I am pleased to report that 34 permits were issued collecting a total of \$11,118.00 in permit fees.

I have enjoyed serving the Town of Littleton in the capacity of Gas, Plumbing and Sheet Metal Inspector and wish to thank all those concerned for their cooperation in helping me to execute my duties. A special thanks to Mr. Joe Cormier who acts as the alternate inspector during my absence.

Respectfully submitted

Edward Sullivan
Plumbing, Gas, Sheet Metal Inspector

CONSERVATION COMMISSION

The Littleton Conservation Commission serves as the Town's agency for local environmental protection, enforcing the Massachusetts Wetlands Protection Act, as well as the Littleton Wetlands Bylaw. The Commission also provides stewardship to all Town owned conservation lands.

The Commission reviews all Massachusetts Department of Environmental Protection filings as they are submitted. Public hearings are held in the town hall and site inspections are made to the respective properties. When the commission approves a project design, permits are issued. Throughout the year, the Commission received a steady stream of notice of intent applications, requests for certificates of compliance, requests for determinations of applicability, and abbreviated notices of resource area delineations (ANRADs). In 2014, the Commission reviewed 16 Notices of Intent to perform activities within one hundred feet of a wetland, and granted 16 orders of conditions (3 of which were granted for NOI's received in 2013), authorizing work to be completed. The Commission issued 13 certificates of compliance for projects satisfactorily completed, and reviewed 9 requests for determination of applicability, as well as 2 ANRADs. A total of 2 enforcement orders were placed on land owners in violation of the WPA/ local wetlands bylaw by the Commission. 2014 was also a busy large commercial building year with the continued monitoring of the 40B development at 15 Great Road, as well as "The Point".

In 2014, the Commission was pleased to be the recipient of a \$42,000 local community preservation grant to remove invasive plants and clear trees on its newly acquired Cloverdale property on Route 119. Under the guidance of Rick Findlay and Jim O'Neil, who have already done a substantial amount of work adding trails and cleaning up the land, the project will be ideally underway in the spring of 2015.

The Commission has in its custody a wide array of protected open space properties and hiking trails available for public use. Our agency is charged with the management of these special lands on behalf of the Town's people. In performing its duties, the Commission is greatly aided by the Littleton Conservation Trust, the Town's private land trust, and its land stewardship program. Under the Trust's Director of Land Stewardship, Art Lazarus, a team of land stewards uniformly protect, monitor and maintain all Commission and Conservation Trust properties.

Volunteers are active in property and trail maintenance, invasive plant control, wildlife preservation projects, and other activities that benefit Littleton's natural landscape. From time to time, the boy scouts also contribute their time to enhancing Littleton's open spaces. This year, Boy Scout Nathan Johnson created a new trail at Oak Hill as his Eagle Scout candidacy project. The path, running through the esker portion of the property, was completed in the late fall and is already being explored by the citizens of the Town. The Commission would like to recognize and thank Scout Nathan Johnson, the LCT Land Stewards, its Senior Tax Work Crew, and all volunteers for their efforts throughout the year. In 2014, the following individuals served as Conservation Land Stewards:

Rick Findlay, Rick Roth, Richard Buckles, Bill Brown, Julliana Miller, Russ Mullen, Charles Specht, Harrison Specht, Andrew Halloran, Art Lazarus, Scott Newbold, Andrea Curran, Ray O'Neil, Carl Rivenburg, Karen O'Neil, Jim O'Neil, Andrew Sammarco, John Zimmer, and Dick Anderson.

The following individuals served on the Commission's Senior Tax Work Crew:
Don Waite, Greg Contos, Richard Buckles, and William Schmidt.

**If you are interested in serving as a conservation land steward or volunteering for any other conservation activities in town, please contact the Conservation office at 978-540-2428

Respectfully submitted,

CONSERVATION COMMISSION
James Pickard, Chairman

HISTORICAL COMMISSION

The year 2014 was a very historic year for Littleton as we celebrated its 300th anniversary. Representing the Historical Commission, I was appointed to help plan the events for the opening and closing day celebrations. As a member of the National Society of the Sons of the American Revolution I was able to recruit the Society's Honor Guard to participate in the June 21st opening day ceremony and also in our town parade.

On the 300th opening day celebration, the Honor Guard, dressed in their colorful uniforms and marching to the beat of drums, led the procession to the Middle School field. Local, state and national dignitaries attended the event. At the field, everyone participated in the singing of our National Anthem followed by the Honor Guard firing musket volleys as the flag was saluted. It was an honor to be a participant in this historic event.

The opening day events also included a ceremony to honor Littleton's Patriots, performed by the Sons of the American Revolution at the Old Town cemetery where 29 patriots are buried. It was an honor as the Historical Commission representative and as a member of the Sons of the American Revolution Society to be chosen to lay the memorial wreath at the historic patriot monument during this very moving tribute to our Littleton Patriots.

As your Historical Commission Representative, I also participated in the closing day ceremony of September 27th when the time capsule was prepared for the next celebration which is scheduled for 2064. This concluded the Historical Commission's participation in the 300th anniversary celebration.

As part of our annual tradition, Patriots Day observances were held on April 19th at Littleton's Liberty Square. The ceremony was conducted by our Vice-Chair, Jonathan Liebowitz. The Minutemen militia from Boxborough also participated in this event. At the conclusion of the ceremony, Veterans agent John Boroski and I placed a memorial wreath at the Revolutionary War monuments.

The Long Store feasibility study moved forward in 2014 after receiving voter approval at Town Meeting. An architect was hired to conduct the feasibility study. Pending future voter approval for funding, the restoration of the historic Long Store could begin in the near future.

As we reflect on our town's 300th anniversary perhaps it is also a time to review some of the accomplishments achieved by our Historical Commission since its inception. A meticulous and detailed inventory of all known historic homes, buildings, and sites was performed and submitted to the Massachusetts Historical Commission to help protect Littleton's historic properties. Also, the Houghton Memorial Building and several other properties have been placed on the National Register of Historic Places. Saving the historic Long Store was also a major accomplishment and the work for its restoration continues. In addition, a historic district was proposed a number of years ago, and it may be time to reconsider this idea for the future.

As Chairman, I am grateful to my fellow commissioners for their due diligence and dedication in striving to preserve Littleton's history for future generations

Respectfully submitted,

HISTORICAL COMMISSION

John Leger, Chairman
Jonathan Liebowitz, Vice-Chair
Maureen Adema, Treasurer
Ronald Goddard
Linda Stein
Andrew Watt
Donna White

PLANNING BOARD

Highlights of the Planning Board's work in 2014 include adopting the Housing Production Plan (HPP), prepared by the Metropolitan Area Planning Council (MAPC) housing planners, our regional planning agency. Updating the Housing Production Plan included two public forums to present housing data, assess housing needs, and gather input on housing issues. The HPP outlines goals and strategies to guide the Town in implementing the plan to address unmet housing needs for Littleton residents and to stay in control of our 40B destiny.

The Planning Board held 13 meetings during 2014, moving to a more efficient schedule of meeting once a month. The agendas were dominated by a significant number of commercial development and redevelopment proposals as well as two residential subdivisions. Three Zoning Bylaw amendments were considered in 2014. At the May 2014 Annual Town Meeting, the Registered Marijuana Dispensaries Bylaw was passed to allow Littleton the ability to control the location and operation of any such legal facility that proposes to locate in Town. Updated Flood

Insurance Rate Maps were also adopted as part of the Town's zoning bylaw at the May Town meeting, maintaining Littleton's status with the National Flood Insurance program. The Planning Board brought an Accessory Dwelling Unit bylaw proposal to the May 2014 Town Meeting, but that bylaw amendment was not approved.

Residential Development: The 45-acre Sanderson family property at Sanderson Road/Oak Hill Road/Whitcomb Avenue was approved for a 32-lot Open Space Subdivision, complete with scenic road and shared driveway approvals. Goals of preserving significant site features including a narrow esker, wetland features, an open field, and access for public hiking trails, and setbacks to existing lots were all met, while allowing development of an appropriate number of new single-family homes for this site. In addition, 72 acres of the Fletcher family property off Great Road was approved for a 9-lot Open Space Subdivision that included preservation of scenic vistas along Great Road, significant open fields, wetland resource areas and endangered species habitat areas. No other Definitive Subdivision applications were filed with the Planning Board, and no Preliminary Subdivision applications were submitted. A total of 5 residential ANR (Approval Not Required) plans were endorsed by the Planning Board in 2014, creating five new residential lots. Additional residential development was supported with one Paper Street Construction plan approved to allow 1 new home off a short extension of Loe Ann Street. Scenic Road Special Permits were issued for reconstruction of Nashoba Road.

Commercial Development: The Planning Board reviewed numerous applications for new commercial development and re-development of existing commercial sites in 2014. Construction continues at "The Point," a commercial development including retail, restaurant, office, hotel, and theater space. Development of this site, at the intersection of Route 495 and 119, also known as Constitution Avenue, is slated over the next few years; the first retail use, Market Basket, opened in 2014 and future grand openings are set for early 2015. Hilton Homewood Suites, a 105-room hotel was approved for Lot 7 at The Point in 2014, only to be replaced by a proposal for a smaller foot-print Marriott Courtyard 115-room hotel at the same site; construction of the Marriott Courtyard is anticipated to begin early in 2015.

Existing commercial sites that the Planning Board approved for modifications include: outdoor storage at 37 Ayer Road; site updates at 671 Great Road; church addition at 330 King Street, drainage improvements at 1 Adams Street; and an art gallery and jazz café at 529 King Street. Wireless Telecommunications Special Permit renewals for equipment upgrades were granted for T-Mobile, Sprint, and Verizon at locations including the Cedar Hill standpipe, 451 Newtown Road, 59 Porter Road, 686 Great Road, and the Newtown Hill standpipe at 559A Newtown Road.

The Planning Board approved a Major Commercial or Industrial Use Special Permit, Site Plan approval, and an Aquifer and Water Resource District Special Permit for 3 Distribution Center Circle, a 480,000 square foot E-commerce fulfillment center for The Potpourri Group, to include a catalog fulfillment area, office space, IT functions, and call center. Construction of this building will allow for a significant clean-up of the blighted site as well as providing a significant number of new jobs in Littleton. Other commercial development approved by the Planning Board includes the outdoor Park & Recreation facility at 300 King Street, access road to a proposed New England Shirdi Sai Parivaar Temple located in Groton, a Wellness Center at 547 Great Road which would reuse the "Poor Farm" building for a low-impact commercial venture.

The Planning Board encourages developers to meet with the Planning Board early in the commercial or residential development process to allow for communication of the Town's goal to foster economic development that is consistent with community character.

The Planning Board office, located in Room 303 of Town Hall, is open from 9:00 a.m. to 4:00 p.m. Mondays, Tuesdays, Thursdays and Fridays. Planning Board meetings are held on Thursday evenings as posted, usually the 2nd Thursday of the month. The Board appreciates and encourages public attendance at its meetings and encourages citizens to offer their constructive comments. Planning Board meeting agendas are posted in Town Hall, and also for information, on the town Web site, www.littletonma.org. The Board thanks Town officials and members of the

various Boards and Departments for their cooperation and assistance throughout the year. Please feel free to call the Planning Board Office at 978/540-2425 or email Maren Toohill, the Planning Administrator/Permit Coordinator/Single Point of Contact for Expedited Permitting at: MToohill@littletonma.org with any questions.

Respectfully Submitted,

PLANNING BOARD
Mark Montanari, Chairman
Peter Scott, Vice Chairman
Richard Crowley, Clerk
Don MacIver, Member
Gerald Portante, Member

ZONING BOARD OF APPEALS

The Littleton Board of Appeals conducted hearings on 19 new and continued applications during 2014. Applications fell into the following distribution:

Eight applications were for Special Permits to change, modify or expand a pre-existing residential non-conforming structure ó all were granted, some with conditions.

One application was for a Special Permit for conversion of a single family dwelling to a two family dwelling, which was granted.

Two applications were for Special Permits for accessory dwellings

Four applications were for Variances ó one for a sign, granted; one for a front porch dimensional variance, denied; one for frontage dimensional variance, granted; one for dimensional variance, withdrawn without prejudice.

One application was for an appeal of the Building Inspector's decision which was denied.

One application was for a modification to a comprehensive permit at Kimloch Farms 116 Goldsmith Street ó granted with conditions

Two applications were ongoing hearings for modifications of a comprehensive permit at 15 Great Road and at 14 Mannion Place ó both requests were granted with conditions.

Application fees collected by the board in 2014 were \$3850.00, expenses for the year were \$ 1041.48.

Respectfully submitted,

ZONING BOARD OF APPEALS:

Sherrill R. Gould, Chairperson
William Farnsworth, Vice-chair

Jeffrey Yates, Clerk
John Cantino, Asst. Clerk
Cheryl Cowley Hollinger

Alternate members:
Marc Saucier
Rod Stewart
Alan Bell

PUBLIC SAFETY

POLICE DEPARTMENT

2014 Continued to see change at the Littleton Police Department, I was appointed Chief of Police effective in September, and Jeffrey M. Patterson was promoted to the rank of Deputy Chief of Police in December. Detective/SRO Pablo S. Fernandez was promoted to the rank of Sergeant in December. Mr. Daniel Devine and Mr. Thomas Budka were appointed in September as Patrolman and have already made their presence known in our community. While I have singled out several notable changes in our Department I would be remiss if I did not personally thank all the men and women of the Police and Communications Departments for their dedication to duty and their continued efforts in keeping Littleton a great place to live and work. I would also like to thank Chief John Kelly, who retired officially in September with over thirty years of distinguished service to Littleton. Over the next year the Department will face challenges, with the phased opening of the ñPointö and the completion of the apartment complex located at 15 Great Road. We look forward to meeting these challenges, as we always have, as a community and with the best interest of Littleton in mind. We intend to strengthen our great relationship with the schools, and to provide additional programs to our elders to ensure that they are not victimized.

One of the challenges that we face as a community is the continued rise in Operating Under the Influence (OUI) of both alcohol and drugs. We continue to make this a priority for our Patrol section to keep our community safe from these persons. We also have been faced with a rise in opiate use at all age groups and demographics, this is a plague that we must fight together to stop the needless waste of life in our community. We will pursue any and all dealers that have brought this scourge into our community. We will also participate in any and all worthwhile programs that focus on treatment for this issue. Our town, like many others, has also seen a surge in crimes directed at victimizing our elders through high pressure tactics by both phone and the internet. We continue to work with the Council on Aging to educate and assist these valuable citizens of our community. Training is a priority for the Department so that we can be prepared for those unthinkable situations that have arisen, not only here in Littleton, but also in our state and country. The Department will not tolerate bullying or intimidation in the schools or throughout our community. We will work together with our partners to bring to justice any person or persons who participate in these activities.

The Department itself is at a crossroads; we must grow and change along with our community. With the additional responsibilities coming to our town we as a Department must grow to meet these needs. Not only with increased staffing, but also by facilitating programs that work and that will help to stop and control the issues affecting our community.

I would like to thank the Towns people of Littleton for their support, and all of the other Town Departments. I must single out our partnerships with the Fire Department, Highway Department and Light and Water Departments who have always been committed to making Littleton a great place to live and work. While I have met many of you throughout the years, please feel free to stop in at 500 Great Road to say hello.

Thank you and have a great 2015.

Respectfully,

Matthew J. King
Chief of Police

Incident Type (Partial List)	2011	2012	2013	2014	Difference	% Change (From previous Year)
Rape	5	3	5	3	-2	-66.67%
Assault and Battery	46	47	51	57	6	12.77%
Break and Entry	51	52	47	37	-10	-19.23%
Larceny	108	110	115	116	1	0.91%
Motor Vehicle Theft	5	4	4	5	1	25.00%
Vandalism	51	56	62	55	-7	-12.50%
Weapons Violations	6	8	7	9	2	25.00%
Drug ILws	66	53	44	49	5	9.43%
Family Offenses	54	55	69	72	3	5.45%
Arrests	247	221	214	274	60	27.15%
Vehicle Tows	405	431	418	350	-68	-15.78%
Disturbances (General)	85	86	95	107	12	13.95%
Family Disturbances	61	62	65	75	10	2.78%
Noise Complaint	69	72	69	71	2	1.73%
Suspicious Activity	644	521	518	527	9	31.82%
Internet Crimes	39	44	51	65	14	-3.69%
Community Policing	305	298	319	308	-11	10.05%
Medical Emergencies	633	567	769	826	57	
Burglar Alarms	497	453	453	436	-17	-3.75%
MVA Personal Injury	37	35	53	52	-1	-2.86%
MVA Property Damage	194	196	253	251	-2	-1.02%
Total Calls For Svrs.	22454	23705	21678	22223	545	2.30%
(All incidents)						
Total Traffic Citations	2555	2773	2049	1750	-299	-10.78%



Littleton Police Department

Patrol

John M. Kelly	Chief of Police	27-Aug-1984
		<i>Retired 2-Sep-2014</i>
Matthew J. King	Deputy Police Chief	1-May-1982
	Chief of Police	3-Sep-2014
Jeffrey M. Patterson	Detective Sergeant	3-Jun-2002
	Deputy Police Chief	15-Dec-2014
David P. Leslie	Sergeant	7-Sep-1992
Robert A. Raffaelo	Sergeant	1-Mar-1999
Matthew J. Pinard	Sergeant	22-Jul-2002
Edmond D. Bussiere	Sergeant	2-Oct-2006
Pablo S. Fernandez	Detective / S.R.O.	11-Dec-2002
	Sergeant	8-Dec-2014
John M. Janakos	Patrolman	1-Sep-1999
Patrick L. O'Donoghue	Patrolman	16-Apr-2007
Brian M. Casey	Patrolman	1-Jul-2008
Michael L. Crory	Patrolman	8-Feb-2010
Thomas M. Feehan	Patrolman	31-May-2012
Ashley M. Brooks	Patrolman	31-May-2012
Douglas W. Landry	Patrolman	30-May-2013
Brian Jones	Patrolman	1-Jul-2013
Daniel M. Devine	Patrolman	29-Sep-2014
Thomas J. Budka	Patrolman	29-Sep-2014
Pamela D.A. Cvitkovich	Executive Assistant	27-Oct-2008

Communications Center

John M. Murphy	Communications Officer	22-Feb-2000
William E. Harrold	Communications Officer	27-Mar-2013
Nelson W. Perry	Communications Officer	5-Dec-2013
Nichole J. DeVlaminck	Communications Officer	11-Aug-2014
Bryan R. Colwell	Communications Officer	11-Aug-2014



Part Time Cruiser Reserve Officer(s)

John M. Murphy

Part Time Detail Officer(s)

Derrick Camelo	Gordon N. Clark	Douglas J. Cook
Paul G. Corcoran	John G. Dristilaris	Richard E. Landers
Matthew O'Sullivan	Heather C. Rhodes	Robert F. Sabourin

Part Time Communications Officer(s)

Brian M. Casey	Sean P. Coffey
Terence M. Gardner	Andrew S. Perry

FIRE DEPARTMENT

2014 was a very active year for the Littleton Fire Department with our emergency response volume increasing by 8% over 2013. On several occasions, we exceeded our resources and had to request mutual aid for assistance, primarily for medical emergencies.

During the year, LFD added 5 new call firefighters to our ranks. These 5 individuals attended a five- month call/volunteer recruit training program at the Massachusetts Fire Academy in Stow. The time requirements for the program consisted of two nights per week and every Saturday. Upon completion, they graduated with a certification level of Firefighter I/II. Along with the call members, 3 of our newly hired full-time members completed their mandatory nine-week career recruit training program at the Massachusetts Fire Academy as well.

In October of 2014, Tom Clancy was promoted to career Deputy Chief. Tom has been a member of the department since 2000.

Department Overview

The Littleton Fire Department is a combination career/call department. We know this to be an extremely cost effective means to provide fire and emergency services to the town. 9 career firefighter/EMT's work alternating 24 hour shifts with the Chief, the Deputy Chief and the Fire Prevention Officer. This enables the Department to provide basic emergency services coverage every day, 24 hours a day. The call department consists of 34 dedicated firefighters and EMT's that augment the full time staff when needed. They respond to emergency incidents when paged from their homes to the fire station and then to an emergency scene with the appropriate apparatus.

Although a combination department is extremely cost effective, there are disadvantages. The time needed to travel from home and assemble a crew can take 8 or more minutes. Include a 1 to 5 minute travel time to the emergency from the station and the result can be a delayed response times in some instances. The national standard for emergency apparatus to arrive on scene is within ten minutes of the 911 call for help, eighty percent of the time. The only way to meet the standard is to have the fire station staffed at all times. With the development of The Point, 15 Great Road and other areas of town, the calls for emergency service will continue to grow. Clearly with budgets as they are, we will continue to assess creative and cost effective ways to achieve additional coverage.

Senior SAFE

2014 marked the beginning of LFD's new Senior SAFE program. LFD successfully applied for and was awarded a Senior SAFE grant from the Commonwealth in January. The grant is designed to enable fire departments to provide public education and services relating to fire and home safety to our elder population. Massachusetts has seen an amazing reduction (71%) of fire deaths in the youth population in the past 19 years. This has largely been attributed to the Student Awareness of Fire Education programs that fire departments run in schools to educate our youth about fire safety. The senior population now accounts for 40% of fire related deaths in the state. In most of those fires, the home did not have working smoke detectors. Also, anyone following the news the last few years has heard of many deaths due to carbon monoxide (CO) poisoning.

In partnership with the Littleton Council on Aging, LFD implemented a smoke/CO detector program. The grant funds were used to purchase battery operated combination smoke and carbon monoxide detectors. The program itself was advertised by flyers placed at multiple locations in town, an article in the COA's newsletter and a "meet and greet" style presentation by members of LFD about the program at the COA's public breakfast. Seniors could then request LFD to come by and inspect their homes and install the new detectors as needed free of charge.

The program was a huge success. LFD quickly expended all the 2014 Senior SAFE grant monies to purchase the first two orders of detectors. The volume of calls we received was well beyond our expectations. In order to keep

the program running, LFD used an extra \$1998.50 from various gift accounts to purchase 50 more detectors. Those were also quickly exhausted.

Seniors could make appointments by calling the Fire Department direct or leaving their contact information with the COA. To our surprise, almost all of the homes visited needed to have detectors installed either because there were no detectors in the home or the current ones were not in working order. Department personnel conducted voluntary home safety inspections in nearly 50 homes and installed more than 100 new, battery operated combination smoke and CO detectors.

These visits fostered an environment where the home owners felt comfortable talking about their concerns and allowing firefighters to answer questions and offer advice in everything from home escape plans to fire extinguisher use. We look forward to continuing and expanding this program with the help of the COA.

Fire Station Project

2014 was a slow year for the progression of the new fire station. There were a few financial discussions throughout the year to determine when it best fits into place to have the least effect on the taxpayers of Littleton and all indications are that funding mechanisms will begin in the Spring of 2016. The Board of Selectmen did vote to raze the old police station when construction starts on the new station. In the meantime, the department will continue to use it for training purposes.

Training

Fire department personnel train 3 times each month on the first, third and last Monday evening. Training is an essential part of the fire service and our firefighters and EMTs must be familiar with the safe and efficient handling of many incident types. Knowledgeable and highly skilled personnel are more likely to perform in a safe and efficient manner and are less likely to be injured while doing so. Members must attend trainings to maintain their status on the department.

Explorer Post 1

The Littleton Fire Explorer Post 1 continues to be a valuable resource in augmenting the Fire Department. 3 Explorers were promoted to the call department this year. This group of teenage men and women assist the department during training exercises and major incidents when called upon. The Post meets every Tuesday for training. Membership is open to young men and women ages 12-21 that have an interest in learning about the fire service and helping the community.

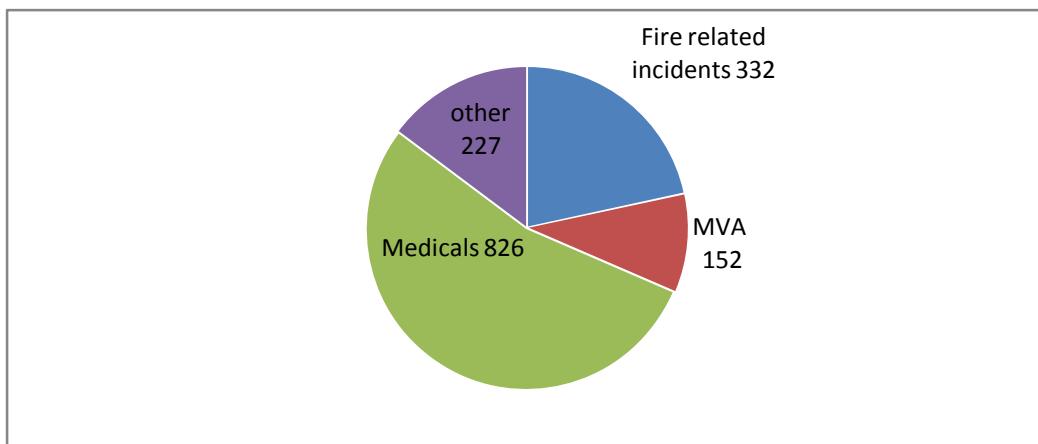
Emergency Responses

Our emergency responses include:

- Fires
- Medical emergencies
- Motor Vehicle Crashes
- Hazardous materials incidents (e.g. spills, leaks and releases)
- Rescues (e.g. vehicle entrapment, confined space incidents, structural collapse and water rescue)
- Hazardous conditions (e.g. electrical wires down, and carbon monoxide inside homes)
- Alarm calls (e.g. fire alarms, carbon monoxide, and medical alert)
- Service calls (e.g. water leaks, and house lockouts)
- Severe weather emergencies and related incidents

In 2014, the Littleton Fire Department responded to 1537 emergency calls. This was a 7.16% increase in calls over 2013.

Incident Type	2010		2011		2012		2013		2014	
Structure Fires	13	0.90%	11	0.73%	11	0.84%	9	0.63%	7	.50%
Chimney Fires	0	0.00%	6	0.40%	5	0.38%	2	0.14%	0	0
Car Fires	9	0.62%	12	0.80%	11	0.84%	14	0.98%	6	.40%
Fire Alarm Investigations	125	8.63%	162	10.79 %	149	11.40%	136	9.53%	177	11.70%
Carbon Monoxide Investigations	38	2.62%	45	3.00%	38	2.91%	33	2.31%	25	1.6%
Oil Burner Malfunctions	9	0.62%	3	0.20%	3	0.23%	5	0.35%	5	.30%
Motor Vehicle Accidents (MVA)	111	7.67%	137	9.13%	119	9.10%	127	8.90%	152	9.90%
MVAs with Entrapment	2	0.14%	5	0.33%	3	0.23%	3	0.21%	0	0
Medicals (Non-MVA)	749	51.73 %	720	47.97 %	679	51.95%	769	53.89%	826	54%
Brush Fires	23	1.59%	6	0.40%	18	1.38%	26	1.82%	13	.90%
Flammable Liquid Spills	16	1.10%	18	1.20%	12	0.92%	8	0.56%	8	.60%
Flammable Gas Release	50	3.45%	36	2.40%	18	1.38%	45	3.15%	28	1.80%
Electrical Hazards	33	2.28%	79	5.26%	25	1.91%	19	1.33%	17	1.2%
Smoke Scares	34	2.35%	44	2.93%	23	1.76%	27	1.89%	20	1.30%
Lock Outs	27	1.86%	22	1.47%	35	2.68%	28	1.96%	40	2.60%
Service Calls	77	5.32%	85	5.66%	32	2.45%	58	4.06%	12	.80%
Illegal Burning	12	0.83%	10	0.67%	21	1.61%	10	0.70%	9	.40%
Cover Assignments	12	0.83%	12	0.80%	16	1.22%	15	1.05%	14	.90%
Citizen Complaints	12	0.83%	5	0.33%	5	0.38%	2	0.14%	2	.10%
Other Fire Incidents	96	6.63%	83	5.53%	84	6.43%	91	6.38%	159	10%
Total	1448	9%	1501	4%	1307	14.84%	1427	8.41%	1537	7.16%



Statistical Summary

Incident Type	2007	2008	2009	2010	2011	2012	2013	2014
Structure Fires	6	16	6	13	11	11	9	7
Chimney Fires	5	5	4	0	6	5	2	0
Car Fires	12	8	6	9	12	11	14	6
Fire Alarm Investigations	138	173	109	125	162	149	136	177
Carbon Monoxide Investigations	22	47	17	38	45	38	33	25
Oil Burner Malfunctions	6	4	9	9	3	3	5	5
Motor Vehicle Accidents (MVA)	137	139	137	111	137	119	127	152
MVAs with Entrapment	7	5	3	2	5	3	3	0
Medicals (Non-MVA)	672	682	758	749	720	679	769	826
Brush Fires	13	11	12	23	6	18	26	13
Flammable Liquid Spills	16	9	25	16	18	12	8	8
Flammable Gas Release	18	37	38	50	36	18	45	28
Electrical Hazards	17	48	23	33	79	25	19	17
Smoke Scares	30	24	26	34	44	23	27	20
Lock Outs	26	33	26	27	22	35	28	40
Service Calls	32	42	40	77	85	32	58	12
Illegal Burning	15	35	20	12	10	21	10	9
Cover Assignments	19	13	8	12	12	16	15	14
Citizen Complaints	2	7	9	12	5	5	2	2
Other Fire Incidents	53	64	41	96	83	84	91	159
Total	1246	1402	1317	1448	1501	1307	1427	1537

Fire Prevention

The Fire Prevention Officer (FPO) remained extremely busy in 2014. In total the Littleton Fire Department issued 900 permits, 392 of which required an onsite inspection. The FPO conducted 290 plan reviews of commercial and residential buildings. These plan reviews assist with the placement of smoke detectors and carbon monoxide detectors which are required by Massachusetts General Law Chapter 148 § 26F.

As the town continues to grow, the fire prevention office will have an increasing demand for permits and inspections. Each new commercial building or multiple family dwelling under construction requires between 5 and 8 hours of work from the FPO to ensure the safety of the future occupants. The Fire Prevention Officer is also part of the daily staffing to ensure that EMS and rescue services are met. Emergency calls, at times, can delay inspection of projects requiring multiple trips to complete the inspection.

Inspections

	<u>oil</u>	<u>smoke/co</u>	<u>propane</u>	<u>other</u>	<u>fire drills</u>	<u>burning permit activations</u>		
	15	170	30	376	22	570		
Totals	15	170	30	376	22	570	1183	
Permits	<u>oil</u>	<u>smoke/co</u>	<u>Propane</u>	<u>fire alarm</u>	<u>Sprinkler</u>	<u>transfer</u>	<u>other</u>	<u>Blasting</u>
	42	164	53	14	12	45	82	17
Totals	42	164	53	14	12	45	82	294
								723

Pre-Incident Planning

Pre-incident planning is the process of gathering and recording information that could be critical for public safety personnel making life-saving decisions at an incident, such as a fire or natural disaster.

In 2007 the Littleton Fire Department started an aggressive pre-incident planning effort to identify properties with specialized needs in the event of an emergency. The result has been the ability to provide our front line leaders with critical site information at these properties before we arrive on scene. Pre-planning is a team effort between department personnel and the citizens of the Town. This effort allows the Littleton Fire Department to provide better and more comprehensive services in the event of an emergency.

LITTLETON FIRE DEPARTMENT

Fire Chief

Scott Wodzinski

Deputy Chief

James Ray

Administrative Assistant

Theresa Trioli

Deputy Chief

Tom Clancy

Company 1

Captain Joe Rock

Lieutenant Dave McGloughlin

FF/EMT Don Beltrami

FF Cody Brooks

FF/EMT Ed Burg

FF Lindsay Byrne

Company 2

Captain Jim Cahill

Lieutenant Mike Denehy

Lieutenant Tom Kneeland

EMT Brenda Alcott

FF/EMT Bryan Colwell

FF/EMT Mike Gassiraro

Career Staff

FPO Keith Dunn

FF/EMT Matt Moniz

FF/EMT Tyson David

FF/EMT Mike Deblasio

FF Sean Coffey

FF/EMT Terence Gardner

FF Nicole Byrne	FF Lowell Kish	FF/EMT Scott Holt
EMT Keith Hevenor	EMT Rich Landers	FF/EMT Matt Robinson
FF Mark Hickox	FF Dave Lelievre	FF Brian St. Gelais
EMT Suzanne Klein	FF/EMT Lindsay McGloughlin	FF/EMT Al Sundquist
EMT Denise Moniz	FF David Parks	
FF Steve Mulone	FF/EMT Tony Polk	
EMT Mireille Nollet	FF/EMT Theresa Rock	
FF/EMT Matt O'Donnell	FF Jeff Surprenant	FF/EMT Eric Byam
FF John Putnam	FF/EMT Sadie Ward	FF/EMT John D'Auria
		FF/EMT Dave Lefebvre

Specialist

Photographer John McNamara

Senior volunteer

Don Smith (Ret. Captain)

Celebrating 300 Years

On September 6th, LFD participated in the town's birthday celebration. On a hot, humid day, the entire department marched proudly in our dress uniforms at the front of the parade, quickly returned to the station to change back into our work uniforms, then responded to a number of heat related emergencies all along the parade route. Special thanks to the Groton, Harvard and Westford Fire Departments who provided apparatus and personnel along the parade routes to handle emergency calls along with the Special Operations Unit from the Department of Fire Services who provided logistical and communication support throughout the event.

Dedicated Service

In 2014, two longtime members retired after a combined 42 years of dedicated service to the citizens of Littleton. Tony Polk, a call firefighter / EMT for 23 years and Keith Hevenor, a call EMT with 19 years served. Both members will be missed.

Thank you for your service.

In August of 2014 Deputy Chief Steele McCurdy accepted the fire chief's position for the Town of Groton. Steele started with Littleton as a Fire Explorer at the age of 14. He became a member of the call department and rose through the ranks to the position of career Deputy Chief. Steele had served the Town of Littleton for over 13 years. We wish Steele all the best in his new position.

I would like to thank all of the members of the Littleton Fire Department and their families for the dedicated service that they provide to you, the citizens of Littleton. I would also like to thank the members of the Board of Selectmen, all of the Town Department heads and Town Boards and Committees for their continued cooperation, assistance and support.

Respectfully submitted,

Scott Wodzinski,
Fire Chief

PUBLIC WORKS

CEMETERY COMMISSION

Westlawn had 18 full burials and 22 cremation burials in 2014. We saw a renewed interest in the building of Columbarium.

The paving bid for the expansion road went out in the late fall with Lazaro Paving acquiring the bid.

Project is to commence in the spring of 2015. The Administration building was reroofed for the first time since 1992.

Respectfully submitted,

David Badger, Chairman

Craig Sullivan, Superintendent

LITTLETON ELECTRIC LIGHT DEPARTMENT

The Board of Electric Light Commissioners is pleased to present the annual report of the Electric Light Department for the calendar year 2014.

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

A review of **residential rates** charged by municipal and investor owned utility companies show that LELED's rates are consistently and significantly lower than our peers. For purposes of comparison, a Littleton customer using 750 kWh per month has a monthly bill of \$88.18. The same usage in Ayer, served by National Grid, would cost \$172.29; while in Acton, served by NSTAR, that usage would cost \$178.48. LELED is able to keep these rates low, and at the same time reinvest into our local distribution system in order to improve overall system reliability.

Operation crews worked on a number of major projects throughout the year, most notably a \$300,000 investment into upgrading two underground, high-voltage, distribution feeders down Beaver Brook Road. These two feeders were approximately 40 years old, and typically serve 30% of our customer load. We also installed 40 utility poles in the Long Lake neighborhoods as part of a project that was designed to further improve the electric reliability in these neighborhoods. Finally, operation crews were busy expanding our electric infrastructure in order to serve all the new development in town, such as The Point Retail Development and Village Green Housing Development.

LELED's net metering program was highly successful in 2014, as we interconnected approximately 500 kW of customer owned photovoltaic generation. There are now 11 residences in Littleton in Boxborough that are taking advantage of LELED's net metering program, and two businesses. The largest interconnection in 2014 took place at the Middlesex Corporation on Spectacle Pond Road, where a 300 kW system was implemented. LELED's net metering program has been so successful, that the rate is 97% subscribed. LELED staff is currently in the process of redesigning this rate so that more customers can take part in this program.

The business office continues to offer an online bill presentation and payment program that offers our customers a secure, convenient way to view and pay their bills. We completed the implementation and transition to a new Billing & Financial Application System from Northern Data Systems of Maine.

This year, we provided annual financial and in-kind contributions in excess of \$800,000 to the town and continued to support many programs and initiatives, including arts, athletic and science grants to the high school, environmental and planning assistance, cell tower proceeds for the preservation and acquisition of open space, the annual holiday tree lighting on the Common, the senior citizen luncheon and elementary school field trips.

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

Respectfully submitted,

BOARD OF ELECTRIC LIGHT COMMISSIONERS

Ivan Pagacik, Chairman

Joseph McCumber, Vice-Chairman

Bruce Trumbull, Secretary/Clerk

Craig Gruskowski, Member

Tom Rauker, Member



Littleton Electric Light Department - December 31, 2014

<u>Assets</u>		<u>Liabilities and Surplus</u>
<u>Utility Plant</u>		<u>Surplus</u>
Total Electric Steam Production	\$0	Unappropriated Surplus
Total Transmission Plant	\$11,228	Restricted for OPEB
Total Electric Distribution Plant	\$20,691,115	TOTAL SURPLUS
Total Electric General Plant	\$13,391,656	\$36,092,130
 TOTAL UTILITY PLANT	\$34,093,999	<u>Long Term Liabilities</u>
Accum. Depreciation Steam Plant	0	Bonds Payable
Accum. Depreciation Transmission Plant	-\$10,228	Post Employment Benefits Payable
Accum. Depreciation Distribution Plant	-\$9,005,388	TOTAL LONG TERM LIABILITIES
Accum. Depreciation General Plant	-\$5,832,083	\$1,208,155
 TOTAL DEPRECIATION	\$14,847,698	<u>Current and Accrued Liabilities</u>
 NET ELECTRIC PLANT	\$19,246,301	Accounts Payable
Construction in Process	\$344,481	Miscellaneous Accrued Liabilities
		TOTAL CURRENT/ACCRUED LIABILITIES
		\$3,296,913
		 RESERVED FOR UNCOLLECTIBLE ACCOUNTS
		\$39,122

<u>Fund Accounts</u>			
Depreciation	\$2,954,506	POWER BUYOUTS	\$0
Construction	\$2,989,687		
Rate Stabilization	\$6,929,219	TOTAL LIABILITIES	\$4,544,190
Pension Fund	\$945,412		
OPEB Fund	\$1,184,199	TOTAL LIABILITIES/SURPLUS	\$40,636,320
Operations Fund	\$281,538		
 TOTAL FUND ACCOUNTS	 \$15,284,561		
 <u>Current and Accrued Assets</u>	 		
Accounts Receivable Rates	\$2,663,773		
Accounts Receivable Jobbings	\$171,714		
Accounts Receivable Other	\$0		
Inventories	\$906,112		
Prepayments	\$2,019,378		
Deferred Expenses	\$0		
 TOTAL CURRENT/ACCRUED ASSETS	 \$5,760,977		
 TOTAL ASSETS	 \$40,636,320		

LITTLETON WATER DEPARTMENT

The Board of Water Commissioners is pleased to present the annual report of the Water Department for the calendar year 2014.

This was a significant year in terms of investment in our infrastructure, as we completed the installation of three satellite wells and an accompanying treatment plant at our Beaver Brook well site. These improvements have resulted in an additional capacity of 175 gallons per minute (gpm), a nearly 75% increase over the pumping capacity of the original wells. The three Hungerford and Terry manufactured GreensandPlus[®] filters are operating efficiently, removing naturally occurring iron and manganese to levels below detectable limits. These two minerals were causing nuisance issues including rust, staining of plumbing fixtures and laundry, and discoloration of drinking water. The facility was officially dedicated to Savas Danos the former General Manager of the Littleton Electric Light and Water Departments on July 12, 2014.

Once again, the department scored exceptionally well on a survey of Massachusetts water utilities that measured two important criteria – rates and per capita usage. In both categories, Littleton was favorably ranked, particularly when compared to surrounding towns. Littleton's water rates are among the lowest in the region as measured by an average annual household usage of 90,000 gallons, the standard usage surveyed by Tighe & Bond, the engineering firm that conducted the study. LWD has successfully maintained its competitive rates despite making significant investments in capital improvements to its production and distribution infrastructures over the last few years.

Again this year, we implemented our seasonal water conservation program, “Drive to 65,” beginning our educational efforts in the spring, and enforcing conservation measures over the course of the summer. Our latest Water Management Act permit requires us to reduce residential consumption to less than 65 gallons per day (gpd) per person within the next few years. Regardless of our system's capacity, our utility's ability to withdraw water may be seriously restricted if we do not meet the state's conservation criteria. We believe that our proactive approach continues to pay dividends as more and more of our customers understand the importance of using water wisely.

The Department hired Corey Godfrey as the new Environmental Analyst this year. Corey ensures the Department is in compliance with all state and federal environmental regulations, conducts water quality monitoring throughout town, implements the town's groundwater protection plan, and is always looking for ways to optimize both the quantity and quality of water we are able to provide to our customers. On that front, we received a grant from the Massachusetts Department of Environmental Protection in 2014 to conduct a study entitled *Maximizing Sustainable Water Management by Minimizing the Cost of Meeting Human and Ecological Water Needs*. Working with a team of consultants, we evaluated multiple scenarios for meeting the increasingly stringent requirements of the state's Water Management Act to identify the most cost-effective options available. The final report is available for download from the LELWD.com website. We are continuing to work on this important issue and additional grant funds have been applied for to conduct a follow-up study in 2015.

On all water quality issues, we serve as consultants to the town, particularly the Planning Board and Board of Health, to ensure that all proposed developments are constructed without adverse impact to capacity or infrastructure. With several major projects in the pipeline, our efforts in this regard are aimed at making certain that the objectives of commercial development and environmental protection are both properly served. The Department also continues to collaborate with the Clean Lakes Committee on several important initiatives, including invasive plant management at Spectacle Pond and Long Pond, outdoor water conservation, and low impact development.

Our operations 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 treatment plant running efficiently through regular maintenance and equipment upgrades. Both our operators and utility specialists are on call 24 hours a day, 7 days a week to respond to emergencies.

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.

Respectfully submitted,

Board of Water Commissioners
Ivan Pagacik, Chairman
Joseph McCumber, Vice-Chairman
Bruce Trumbull, Secretary/Clerk
Craig Gruskowski, Member
Tom Rauker, Member



Littleton Water Department - June 30, 2014

Assets

Current and Accrued Assets

Cash and Cash Investments	\$624,803
Accounts Receivable	\$157,025
Accrued Unbilled Revenues	\$215,546

Liabilities and Surplus

Current and Accrued Liabilities

Wages Payable	\$3,500
Accounts Payable	\$186
Accrued Interest Payable	\$7,606

Merchandising and Jobbings	\$22,440	Bond Anticipation Notes Payable	\$4,537,900
Intergovernmental	\$65,990	Compensated Absences Payable	\$19,687
Materials and Supplies	\$76,965	Lease Payable	\$15,776
		Bonds Payable	\$285,000
<u>Total Current and Accrued Assets</u>	<u>\$1,162,769</u>	<u>Total Current and Accrued Liabilities</u>	<u>\$4,869,655</u>
 <u>Noncurrent Assets</u>		 <u>Noncurrent Liabilities</u>	
Prepaid Bond Costs	\$0	Compensated Absences Payable	\$45,935
Total Plant, at cost	\$18,979,163	Lease Payable	\$33,465
Less: Accumulated Depreciation	\$6,316,394	Other Post Employment Benefits Payable	\$234,260
<u>Net Plant in Service</u>	<u>\$12,662,769</u>	<u>Bonds Payable</u>	<u>\$880,206</u>
 <u>Construction in Progress</u>	 <u>\$0</u>	 <u>Total Noncurrent Liabilities</u>	 <u>\$1,193,866</u>
 <u>Total Noncurrent Assets</u>	 <u>\$12,662,769</u>	 <u>Total Liabilities</u>	 <u>\$6,063,521</u>
 <u>Total Assets</u>	 <u>\$13,825,538</u>	 <u>Net Assets</u>	
		Net Investment in Capital Assets	\$7,161,139
		Restricted for OPEB Trust	\$152,051
		Unrestricted Net Assets	\$448,827
		<u>Total Net Assets</u>	<u>\$7,762,017</u>
 <u>Total Assets</u>	 <u>\$13,825,538</u>	 <u>Total Liabilities and Surplus</u>	 <u>\$13,825,538</u>

HIGHWAY DEPARTMENT

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

EMPLOYEES:

The Highway Department consists of the following employees: James Clyde, Operations Manager; Katie Tocci, Business Manager; Daniel Tebbetts, General Foreman; James DeVogel, Highway Working Foreman; Shawn Bernard, Parks Working Foreman, Jesus Benitez (left in April), Derek Kelson, Tim Kelley, John Franzek, Craig Saladini, Steven Whitten (Started in September), Barry Nawoichik (Retired in November), Equipment Operators/Truck Drivers/Laborers; William MacFadgen, Mechanic; Christopher Upperman, Transfer Station Operator and Phyllis Ashley, Assistant Transfer Station Operator. We hired 3 summer seasonal employees to supplement the full time work crews; Ryan Pichel, Matt Wodzinski and Tyler Works.

ROAD MAINTENANCE:

Annual maintenance of the Town's streets includes; street and sidewalk sweeping; cleaning out over 1200 catch basins; drainage structure repairs; pavement repairs; roadside mowing; tree trimming and tree planting; installation

of street name signs and traffic control devices; painting street lines, parking lot lines, crosswalks, snow and ice removal on roadways, parking lots and various sidewalks.

PARK AND RECREATION:

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 Park division is responsible for the removal of trash from a limited amount of public facilities throughout Town.

TRANSFER STATION:

The Towns ñbulky wasteö and construction & demolition waste is disposed of at Devens Recycling facility in Devens, MA. Our municipal solid waste is disposed of at Covanta Energy, Inc of Haverhill, MA. Last year we disposed of 962 tons of municipal solid waste. In addition we recycled 606 tons of materials with several different vendors. Operating the Transfer Station under the Pay As You Throw system, has proven to be very successful at reducing municipal solid waste disposal and increasing recycling.

DEVENS REGIONAL HOUSING HAZARDOUS PRODUCTS COLLECTION CENTER:

The facility will allow residents up to twenty (20) days per year to dispose of unwanted hazardous products. The facility is open 10 months per year starting in March through December on the first Wednesday and Saturday of each month. The facility is located at 9 Cook Street Devens, MA 01434 and the phone number is (978) 501-3943 or www.info@DevensHHW.com. This is a great resource for the town residents and I suggest you take full advantage of the facility to dispose of your hazardous materials in a safe and responsible manner for a disposal fee.

ROAD RECONSTRUCTION:

Great Road (Route 119): The traffic lights on route 119 were fully activated in August. The project punch list should be closed out in the spring of 2015 by the contractor Onyx Corporation of Acton, MA

Nashoba Road (5,900 feet): The roadway project is a full depth road reconstruction project. The project was awarded to ET &L Construction of Stow, MA. They started the project in September and will complete the project in the spring of 2015. Green International & Affiliates provided onsite resident engineering services for construction oversight for the Nashoba Road reconstruction project.

Road Design Engineering: Green International & Affiliates of Westford MA is the road reconstruction design engineer for several upcoming projects; New Estate Road for its entire length from King Street to Ayer Road approximately 5,800 feet and Nagog Hill Road for its entire length from Newtown Road to the Acton town line approximately 6,950 feet.

NEWLY ACCEPTED PUBLIC WAYS:

New Estate Road

Nagog Hill Road

Although these roads have long been considered town accepted roads, no formal acceptance records could be found. It was decided the best course of action was to have the town formally accept the roads as public ways which was done at the November special town meeting.

EQUIPMENT REPLACEMENT/REFURBISHMENT:

Town meeting approved the purchase of a replacement truck for the parks division. A 2015 Chevrolet 3500 truck was purchased from Liberty Chevrolet of Wakefield, MA. A replacement Kubota front deck lawn mower was purchased from MB Tractor of Plaistow NH. A replacement infield groomer was purchased from Moffett Turf Equipment of Reading MA. An asphalt hot box trailer was purchased from HP Fairfield LLC of Skowhegan, ME. We applied for and received a grant offered through the town's insurance company, Massachusetts Interlocal Insurance Agency, to purchase an emergency response trailer stocked with road closure equipment such as reflective barrels, road cones, caution tape, reflective vests and brooms.

SNOW AND ICE:

The town plows approximately 62 miles of public roads, 4 public schools, Police Station, Town Hall, 300 King Street (Castle in the Trees playground), Center of town parking lot, Fire Station (at times), Highway Department and the Transfer Station. The town also plows approximately 14 miles of sidewalks. We supplement the nine town plow trucks with plowing sub-contractors.

Private Ways (Snow & Ice Removal)

Eighteen petitions for snow & ice removal services on private ways were received by the Highway Department and were later approved for services by the Board of Selectmen at a scheduled meeting.

WRRP GRANT AND CHAPTER 90 FUNDING:

The Massachusetts Department of Transportation Highway Division awarded the Town a one-time contract amount of \$58,650.00 under the Winter Rapid Recovery Road Program (WRRRP) for reimbursement of road repairs due to the harsh winter. These funds were utilized in a contract awarded to Superior Sealcoat of Wilmington, MA for crack sealing of various roads in the Town.

The Town was awarded Chapter 90 local transportation aid funding of \$391,000 for FY15. This funding was applied to the Nashoba Road full depth road reconstruction project.

Respectfully Submitted

James E. Clyde
Operations Manager

CLEAN LAKES COMMITTEE

CLC MEMBERS:

Jon Folsom, Long Lake, Chairman
Leon Weaver, Spectacle Pond
David Richard, Spectacle Pond Alternate
Steven Sussman, Mill Pond
Jeff James, member at large
Sheryl James, member at large, Secretary

Charlie Bush, Lake Matawanakee
Scott Lewis, Friends of Forge Pond
Frank Vigna, Long Lake Alternate
Savas Danos, LELWD ó Advisor (through May 21)
Corey Godfrey, LWD ó Advisor (since May 22)

CLC – Origins & Objectives

The Littleton Selectmen formed the Clean Lakes Committee (CLC) in 1999 as an ad hoc group to assess conditions and coordinate improvements to Littleton's lakes and ponds. Working with Savas Danos, General Manager of the Littleton Water Department, the CLC has taken on initiatives that address public access, maintenance, water quality analysis and restoration in Long Lake, Spectacle Pond, Mill Pond, and as of 2013, Lake Matawanakee. The CLC has been funded from its inception through profits from cellphone towers located on Littleton Water Department (LWD) property near Spectacle Pond.

In November, 2011 at the Special Town Meeting, voters approved an amendment to establish the CLC as a standing committee of the Town.

The CLC brings together representatives from lake associations, interested town committees and concerned citizens to share ideas and objectives, and implement actions to help restore, improve and maintain water bodies, streams and wetlands town-wide. Meetings are generally held at 7:00pm on the first Wednesday of the month at the Littleton Electric Light and Water Department (LELWD) Operations Center, 39 Ayer Road. Meeting dates and approved minutes are posted on the Littleton Water Department website: www.lelwd.com/minutes.html.

Join the CLC

We invite any town resident who is committed to improving Littleton's publicly accessible waterways to join us or apply to become a voting member of the CLC. Please send an email detailing your interests to CLC Advisor Corey Godfrey, cgodfrey@lelwd.com.

2014 Invasive Plant Management at Long Lake and Spectacle Pond

As in past years, suppression of in-water invasive plants continues to be a primary focus of the CLC. Variable milfoil, Fanwort and Curly-leaf pondweed reoccur regularly and spread rapidly in our mature lakes and ponds. Water Chestnut has become a growing concern, since it was found in Doleful Pond, at Newtown Hill and has become established across town along Beaver Brook Road. If left unchecked, these water-born plants can overtake native species and clog shallows, degrading our lakes' health and recreational value.

There was a widespread infestation of Curly-leaf pond weed and numerous, if isolated beds of Fanwort in Spectacle Pond in 2014. Long Lake had fewer invasives than in the recent past, but had pockets of Curly-leaf pond weed and evidence of Fanwort as well. On the shoreline, Long Lake hosted patches of Chinese Knotweed and reedy Phragmites for the first time. No Variable milfoil or Water Chestnut infestation was discovered in either lake this year.

Timely herbicide applications by Aquatic Control Technology, Inc. (ACT) at Spectacle Pond and Lycott Environmental, Inc. at Long Lake were successful in controlling the outbreak. Two areas of Phragmites, a small patch near the Long Lake Boat Ramp and a 5-acre plot in the marshes to the west were also successfully arrested. The Knotweed on the north shore was not addressed this year. No lake treatments interrupted swimming, boating or fishing - even on days of application. The herbicides targeted only specific invasive plants.

ACT and Lycott Environmental merged in March, but maintained separate operations in 2014 since their contracts were already established. Now as Aquatic Control Technology, Inc. they have little if any competition in southern New England. We will seek bids for future work from them as well as other reputable firms beyond our region.

CLC Projects in Development

Beyond management of invasive aquatic plants, the committee has pursued a long list of tasks in 2014 to further benefit Littleton's accessible lakes and their facilities. The CLC funded water quality testing at Lake

Matawanakee for a second year. Data gathered on phosphate concentration & nutrient levels as well as water clarity will provide guidance for further action.

At Spectacle Pond the committee began plans to improve the boat launch. Current conditions have promoted erosion and the steep ramp is difficult to use. Additionally, replacement of the water level gauge and the installation of a stream flow meter at the outflow culvert were investigated.

They would help improve recordkeeping in advance of 2018 MA state regulations under the Sustainable Water Management Initiative (SWMI). The equipment is expected to be installed in 2015. Finally, paving improvements at the cell tower will be completed in 2015 as well.

At Long Lake, improvements were made to the Wetland Park/Frog Pond grounds. Silt & debris was dredged from basin one. This is normal and is done periodically. The two-basin planned wetland was designed to prevent this material from flowing directly into the lake. It is performing well and is a great asset. Underbrush that had overwhelmed the site was thinned out as well.

The CLC continued discussions on the installation of a pond leveler pipe at the beaver dam on Long Lake. The dam has caused a 16° rise in water level over the past decade. This has substantially reduced the size of the Town Beach and has overtaken shoreline plants & trees. The opportunity to incrementally reduce this destruction is worth consideration. The idea was presented this year to the Long Lake Neighborhood Association and the Park, Recreation & Community Education Commission. We will meet with the New England Forestry Foundation and the Conservation Commission in 2015, with hopes to proceed with installation of the leveler in the fall.

Plans and permits to install the tight tank septic system at the Town Beach were resurrected this year and installation will proceed in 2015.

At Mill Pond, work still needs to be done to complete improvements to the boat launch. The bench will be placed on a concrete pad and a redesign of the paved path is being considered to reduce the steep slope.

Future concerns of the CLC include developing a survey of conditions of Littleton's streams & wetlands and the addition of proper wash stations at town boat launches.

Mill Pond Restoration Project

The CLC expected to realize notable progress on this long-range undertaking in 2014. After last year's inactivity and setbacks, letters from the US Army Corps of Engineers (USACE) in January laid out an ambitious schedule that would propel the project to the permitting stage by year's end. USACE Project Director Adam Burnett attended our March 12 meeting to further explain the numerous documents that the Army Corps had to complete for submittal and the tasks that the CLC and the Town of Littleton needed perform to partner in this effort.

The first task for the CLC was to identify the site for temporary storage and drying of the dredged material. Throughout the years that we have spent discussing this project it was expected that an area within the Aggregate Industries/Distribution Way property could be found for this purpose. The grounds were vast, and close to Mill Pond, so as to minimize the disruption of the trucking operation. But the years have seen building development and changes in ownership at the facility and our prospects for using the site were never assured. Efforts to secure space there have not yet been successful.

The CLC is seeking additional locations at farms close to Mill Pond. It is expected that the material dredged from the pond can eventually be composted and sold or bought as raw material for manufacturing. But first it has to drain, or dewater. That will take a year. And it will take up space. Like the size of a few football fields.

So the Mill Pond Aquatic Ecosystem Restoration Project did not see notable progress in 2014. But this enormous undertaking is becoming more real and our objectives have never been clearer. Our work will continue in 2015.

The CLC Welcomes A New Advisor

When new Littleton Water Department Environmental Analyst Corey Godfrey became the new advisor to the CLC, he was up to the task ó it was part of his job description. Former advisor and LELWD General Manager Savas Danos hired Corey from the outset as someone who was especially well suited to the role of CLC advisor. Specifically, he would be someone who welcomed the position from the start, had something to contribute, and who didn't divide his time in quite as many ways as Savas found on a regular basis.

The transition has taken some time and has delayed progress on numerous projects, and necessarily so. Savas was always excited to work with the committee and oversee any number of tasks. He propelled us. As general manager he was in a unique position to get things done. However, he would be the first to admit that constraints on his time limited our accomplishments. Furthermore, his hectic schedule often left records and documentation incomplete, which has made it hard to continue in his absence.

Corey has had to glean details of ongoing projects and familiarize himself with our concerns and priorities by quizzing us more than reviewing files. Yet the process is helping us come to terms with where we stand, and to reexamine how we plan to accomplish our objectives. Corey has also challenged us with new tasks and goals that he recognizes as emerging priorities for Littleton. We've got a lot to look forward to in the years ahead.

Respectfully submitted

Jon Folsom,
Chairman

PERMANENT MUNICIPAL BUILDING COMMITTEE

Projects worked on during the year included the LIBRARY ROOF, LIBRARY EXPANSION PLANNING & DESIGN, PARKS AND RECREATION 300 KING ST.PROJECT, COA MEAL SITE, LONG STORE RECONSTRUCTION FEASIBILITY STUDY, WEST LAWN CEMETERY BUILDING ROOF, POLICE STATION, FACILITIES CAPITAL PROJECTS and the MUNICIPAL FUEL FACILITY.

LIBRARY ROOF

The library roof being in poor condition combined with a portion of the roof blowing off in a storm last year resulting in temporary repairs has the committee working on replacing the roof membrane and other repairs as necessary GALE ASSOC. INC. in Weymouth is providing the design, bid and project supervision for the job. MDM ENGINEERING INC. in Dudley was awarded the contract for the project. Work will begin in the spring of 2015.

LIBRARY EXPANSION PLANNING & DESIGN

In conjunction with the LIBRARY TRUSTEES the PMBC is carrying out a feasibility study to determine a suitable course of action in regards to the expansion of the library. Having received a grant from the MASS BOARD OF LIBRARY COMMISSIONERS (MBLC) for the project the PMBC/ LIBRARY TRUSTEES have engaged the services of DERMADY ARCHITECTS in LINCOLN to conduct the feasibility study, which is a requirement of the grant.

PARKS & RECREATION 300 KING ST. PROJECT

At this time last year the project was under way with GREEN INTERNATIONAL ASSOC. in Westford working on the design and engineering. Final funding for the project was received at the May 2014 annual town meeting. ONYX CONSTRUCTION in Acton received the contract for the construction of the facility and began work in August. Weather and other issues caused the project not to be completed as planned. ONYX CONST. has been granted an extension on the contract until April 30th 2015.

COA MEAL SITE

Following the preliminary design phase the building committee now has TBC ARCHITECTS in Billerica under contract for the design, bid and construction supervision of the project. TBC has completed the design and project estimate budget which is currently under review of the committee. NOTICE of BID will be published by the end of March.

LONG STORE RECONSTRUCTION FEASIBILITY STUDY

Having received funding via the COMMUNITY PRESERVATION ACT the HISTORICAL COMMISSION/PMBC is conducting a feasibility study for the reconstruction of the historic LONG STORE. The structure was taken down 2 years ago by means of a controlled demolition. Salvageable remains of the historical structure were removed and are stored in a sealed storage container. The expectation is to supplement the salvaged materials with new materials to bring the building back to life. The BOARD OF SELECTMAN has designated the town owned property at 310 King St. as the location for the reconstruction. Through the bid process RED HAWK STUDIOS in Concord was awarded the contract for the study which is now in process.

CEMETERY BUILDING ROOF

In 2013 the building received some much needed repair and paint to the exterior. It was determined that the roof had several leaks causing some of the damage. Being the original rubber membrane roof and at the end of its life expectancy a new roof was installed in December. MAUGEL ARCHITECTS INC. in Harvard provided the design, bid and construction supervision with ROCKWELL ROOFING in Leominster installing the roofing materials.

POLICE STATION

It was brought to the attention of the PMBC that there was an issue with the brick mortar at certain areas of the exterior of the police station. With help from Greg Carell, the buildings architect, the committee successfully negotiated with G&R CONSTRUCTION, the contractor, and CENENDELLA MASONRY, the masonry contractor, to have the repairs to the mortar done at no cost to the town

FACILITES CAPITAL PROJECTS

Having successfully integrated the results of the information gained in the FACILITES MAINTENANCE FEASIBILITY STUDY into the town&s annual CAPITAL PROJECTS funding process the building committee is now tasked with maintaining and supervising the system. The committee designated committee members Steve Moore and Richard Crowley as system administrators of the computer program. All members of the committee have a roll in the process requiring a collaborative effort between the PMBC, Department Heads, the office of the ADMINISTRATIVE ASSISTANT FOR FINANCE AND BUDGET and various others involved with the town&s facilities and grounds. We are currently working on the 2015 CAPITAL PROJECTS PROPOSED BUDGET which will be first full use of the system.

MUNICIPAL FUEL FACILITY

Recently the PMBC was asked to participate in the reconstruction of the towns fuel site which serves all town owned vehicles and equipment. The project was started by the LIGHT & WATER DEPT. manager Savos Danos last year. With Savos&s recent retirement the BOS turned to the PMBC to carry on with the remainder of the project. The committee is working on getting acclimated to the project and is being brought up to date on what has been done and what remains to be done. GeoInsight Inc. in Littleton was on board as the design engineer. They have provided some work on the design and specifications of the project which the PMBC is currently reviewing. HIGHWAY DEPT. OPERATIONS MANAGER JIM CLYDE is providing assistance to the PMBC.

SUPPORT STAFF

The members of the building committee wish to thank Bonnie Holston, the towns Assistant Town Administrator For Finance and Budget and Jenn Gibbons, Executive Administrative Assistant to Town Administrator, for the work they do for the committee. We would also like to recognize Marilyn Fedele for her years of taking the minutes for the committee. We try not to abuse her to much so she will keep coming back.

Respectfully submitted,

PERMANENT MUNICIPAL BUILDING COMMITTEE

James (Jef) Feehan ó Chairman
Joseph Collentro ó Vice Chairman
William Cole ó Secretary
Carl Bryant
Richard Crowley
Stephen Moore
Michael Mizzoni - School Committee Rep

Town Services

ELDER AND HUMAN SERVICES

Mission Statement: *The mission of the Department of Elder and Human Services and the Council on Aging is to identify and serve the social, recreational, health and educational needs of older adults (60+) in the community. We strive, to the greatest extent possible, to maintain dignity, independence and support for their role as community members. To this end we provide opportunities for seniors to build physical, emotional, intellectual and social wellbeing. In addition, we provide human services for all residents of the town, especially assisting low-income and distressed individuals with securing needed services.*

The Department of Elder and Human Services (EHS) provides programs and services for Littleton residents over 60 and their families. In addition, we provide referrals and services for physically, mentally and financially challenged individuals and families of all ages. EHS incorporates the Council on Aging. The Department of Elder and Human Services/ Council on Aging is located in the Shattuck Street TownHouse, Second floor, Room 231. Office hours are 8:30 a.m. to 4:30 p.m., Monday through Friday. The EHS/COA website is found at www.littletonma.org under Departments. Visit this site for the latest information on activities and services. Our monthly newsletter, the Senior Broadcaster is available on the site as a .pdf and can also be received by email.

There are 1864 Littleton residents over the age of 60 (2010 census). EHS/COA provides a wide range of services. Among the most important are:

- Programs for interested citizens at the Littleton Senior Center
- Van transportation services for elders and people with disabilities to medical appointments, pharmacies, grocery stores, and treatment programs
- Information for seniors, their families, and other persons in need of services
- We coordinate numerous volunteer services to elders in the community in order to offer a wide range of programming.
- Outreach in which we play an advocacy role for seniors and other town residents at the local, state, and federal level
- Nutrition offerings include daily hot meals and meals-on-wheels delivery to homes
- Fitness and health classes and various activities and diversions to promote socialization
- Assistance with obtaining fuel oil subsidies, food stamps and services from other food-provision programs
- Blood pressure, vision, hearing and blood sugar screenings
- Support to multiple town departments through the Senior Tax Worker program

During FY2014, Elder and Human Services operated with 3.5 full-time equivalent staff. The staff is supported by the 11 member Council on Aging Board and by the efforts of the Friends of the COA, who directly sponsor activities as well as provide funds for many others. We coordinate the activities of numerous volunteers to provide services to elders in the community far in excess of what could be provided by paid staff alone. The Board wishes to acknowledge the work of Marsha Russell and Mary Kaye, departing Board members, and thank them for their service. New Board members welcomed include Susan Dunn, Chris Simone, Mary õPaddieö Hunt, and Jean Johnson.

We thank all our COA Board for their service and dedication to the community's elder population. This year the Board created the position of Emeritus member to honor past Board members whose devotion and service has

been above and beyond the call. Mary Kaye, one of the eight founding members of the COA board in 1972 became the first member to have this status conferred upon her.

Elder and Human Services/Council On Aging has five primary focus areas:

- Programming for mature adults
- Nutrition
- Outreach to all
- Transportation
- Senior Property Tax Work-off program

Programming: Attendance at events has been climbing steadily. During FY2014, 495 different individuals came to the Center a total of 11,145 times. Typical Fitness and Exercise activities are our Stretch and Flex and Fit-4-Life classes, TaiChi, Gentle Yoga, and line dancing. A kayaking group paddles during the summer months. Health events include our weekly blood pressure screening clinic, bi-monthly Podiatry clinic, bi-monthly Chair Massage, vision and hearing screenings, the autumn Wellness Fair, and our annual flu clinic. Nashoba Nursing and Hospice provides a monthly Bereavement Support Group. Social events include parties in celebration of holidays and birthdays, day trips by bus, and movies. Recreational activities include Wii bowling, a very popular crafts group, art classes, knitting, and MahJongg and other games. The Littleton Cultural Council generously supports grants for classes and arts performances.

Community Education events address issues relevant to seniors including presentations on Alzheimers, Emergency Preparedness, understanding Advanced Directives, and our popular "Coffee with" series that has brought the Police and Fire Chiefs, the Chief Assessor, and Selectmen to meet directly with seniors and address their concerns and questions. A popular weekly Computer Class continues to meet. Some of the special social events held during FY2014 included a barbecue sponsored by State Representative Arciero and State Senator Jamie Eldridge, a sit-down Veterans Luncheon and one for COA volunteers, and summer cookouts sponsored and staffed by the Littleton Police Department and the Littleton Fire Department.

Recognizing a need in the community, this year we started a group for those with cognitive decline. Staffed with a contracted social worker, this twice-weekly group has quickly become fully subscribed. Attendance at the group, called the Littleton Social Club (formerly the ChitChat Club) includes transportation to and from the Center, activities and games, and a hot lunch each day. Only those without medical issues can be accommodated. Family members are very involved and are in regular contact with us regarding changes in status and needs. Anyone who is caring for an adult in the home with cognitive issues is encouraged to contact the Director to discuss the criteria for inclusion with the group.

Nutrition: The Nutrition Program centers around our Senior Diner, located on the lower level of the TownHouse building. A hot lunch is served Monday through Friday, special meals are also served, and food is assembled and packaged for the Meals on Wheels daily deliveries. Over 4,500 hot meals were served during FY2014, supervised by Nutrition Site Manager for Minuteman Senior Services, Gayle Dalton. In response to senior requests for more "home style" meals a weekly homemade soup-and-sandwich lunch, prepared by volunteers, is provided on Thursdays. Our Meals on Wheels (MOW) program served over 5,000 meals in FY2014.

Outreach: Tina Maeder, Licensed Social Worker, is our Outreach Coordinator. Tina conducts needs assessments and screens for referral to appropriate services. While the focus is on older residents, with the expansion of the department to Elder and Human Services, Tina provides assistance to all eligible families and gives supportive counseling regardless of clients age. She is a strong resource for out-of-the-area family members as well. Tina's devotion to our clients, her empathy, and her strong relationships with area caregivers bring a depth to the services we offer.

Among the services Outreach provides are help with the fuel assistance application process (SMOC), assistance in completing food stamp applications (SNAP), and referrals to food programs such as Loaves and Fishes food pantry. Tina runs our monthly Living Alone Support Group. She provides services in our office, at Pine Tree Park, and she conducts home visits when necessary.

Increasingly, Tina is required to assist families dealing with long-term unemployment and in some instances, homelessness. Responding to a need to provide support for Littleton residents who are uncomfortable with social settings, a new Social Anxiety Group has been formed and meets twice a month.

Some FY2014 Outreach numbers are:

- Over 2200 general requests for information were handled
- 96 residents were granted fuel assistance or other forms of financial assistance
- 486 residents had contact with this office

Tina coordinates with Minuteman Senior Services to provide elders-at-risk and protective services. Minuteman is a non-profit organization which utilizes state funding to provide services for seniors. In FY2014 over 800 qualifying Littleton residents used Minuteman Services at an estimated value of \$518,802. Minuteman instituted 25 Protective Service orders for Littleton residents. SHINE Counselor Bob Selling assisted 132 Littleton seniors with questions on HMOs, Medicare, Medicare D and Medicaid, a significant increase from 117 the previous year. AARP-trained Tony Jesensky and Steve Sussman provided free tax assistance to 133 elderly and low-income taxpayers, up from 80 the previous year.

During FY2014 we used grant funding from the Metropolitan Area Planning Council to provide a Wellness Coordinator. Hilary Rostas provided fitness and wellness programs for active seniors. The MAPC also supported the development of the **Bicycle and Pedestrian Advisory Committee** which focuses on promoting alternative transportation in Littleton and sidewalk development.

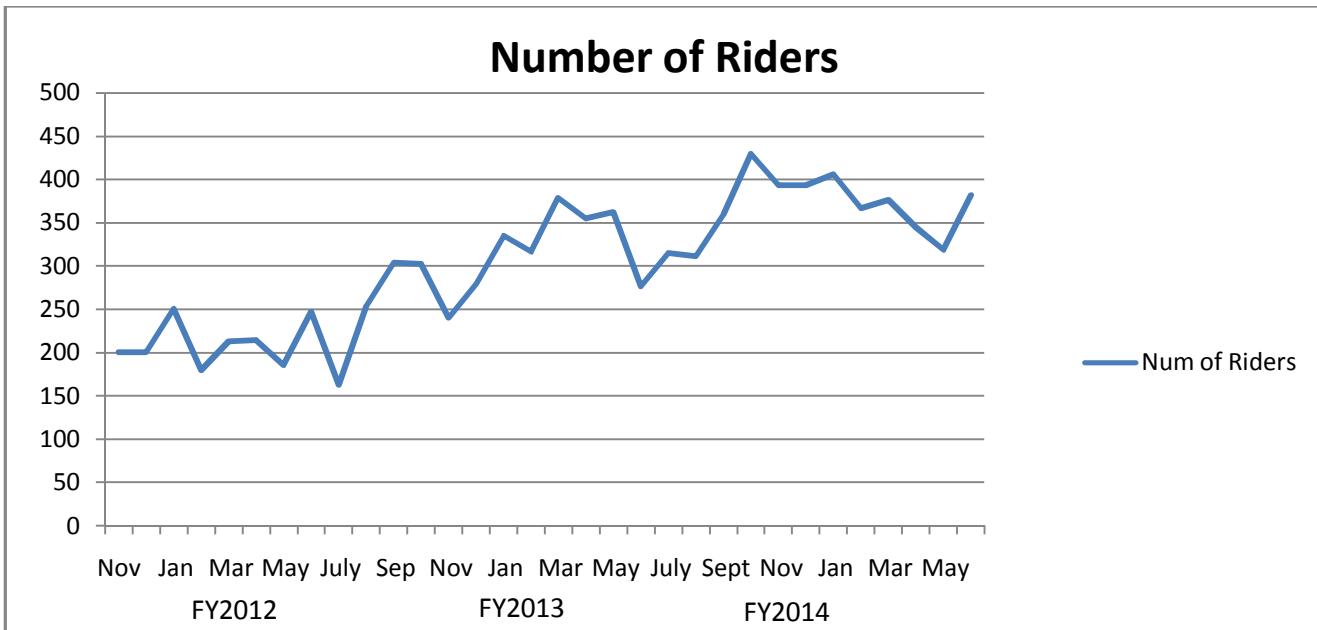
Transportation: With no public transportation in Littleton our MART and COA Vans provide much needed transport 5 days a week (with the exception of legal holidays) for medical appointments and errands such as picking up prescriptions at the pharmacy. Transportation is provided for seniors and the disabled at a nominal cost and to veterans with no charge. Rides to and from the EHS/COA are free.

In FY2014 we became a member of Cross-Town Connect, a seven town consortium dedicated to providing more and better transportation services. As part of that transition we now offer full-time Dispatch services. Drivers use on-board tablets to receive up-to-the-minute information on changes in the daily schedules and have access to MapQuest and weather information.

Transportation plays a vital part in keeping seniors independent. Our ride volume requires two vans on the road every weekday, from morning until late afternoon. Due to the need, we transport all over the local area and also to medical appointments in Boston, Worcester, Burlington and Bedford.

The table below shows the number of rides provided in FY2012, FY2013 and FY2014 and shows the increase in ridership.

In all, 4466 rides were provided for 63 residents in FY2014. The transportation program is supported in large part by MART, the Montachusett Region Transport Authority, a Massachusetts state regional transit authority. We thank the staff and senior tax workers who drive the vans every day, providing a vital link between seniors in their homes and the services they need in the community.



Senior Property Tax Work-off Program: In FY2014 the EHS/COA provided 114 workers to various town offices and departments through the Senior Tax Work-Off Program at a cost of \$54,920 to the town. Workers were placed (among other departments) in the office of the Assessors, School Department, Office of the Treasurer, the Reuben Hoar Library, the Conservation Commission, the Senior Diner and Council on Aging, and the Cemetery department. Working at minimum wage, seniors perform needed services with earnings applied to a reduction in their real estate property tax. The maximum abatement in FY2014 was \$632. This program allows town departments to receive much needed help, relieving and supplementing town employees, while also giving seniors a reduction in property tax.

Access to our Offerings: Programs and services are publicized through the Littleton Senior Broadcaster, published monthly. The Broadcaster is available on-line, by mail and at several drop-off locations in the community. Residents can also subscribe to receive the Broadcaster by email through the town website. Funding for mailings was provided in FY2014 through the generosity of an anonymous donor.

Many thanks to all of the individuals and local businesses who donated to the Littleton Council on Aging throughout the year. We are particularly grateful for contributions to the Energy Fund. Each year as heating costs rise, the amount available in aid from the state and private organizations has dropped. Many Littleton residents would be without heat or lights without the generous gifts from businesses, foundations, and individuals in Littleton. Thank you.

The Friends of the Littleton Council on Aging are unstinting in their support financially and with volunteer efforts. They sponsor, staff, and execute numerous social and recreational events throughout the year and provide funding for equipment and supplies. They also provide financial support for our Outreach staff, allowing us to extend our hours of availability. We thank all the Friends and their President, Barbara McRae, for their endless energy, enthusiasm and support for our mission and congratulate them as they enter their 25th year of service.

And it would not be possible to provide the range and variety of services we offer without the help of a tireless group of dedicated volunteers. We are grateful for their help every day.

Annual Report of the Friends of the Littleton Council on Aging

The Friends of the Littleton Council on Aging had a very busy year supporting the Littleton Council on Aging and Outreach Programs.

We were very happy to provide monthly social events for our seniorsøenjoyment, lifting spirits, meeting old and new friends, and providing a healthy outlook. Some of these events were: Thrift Shop Fashion Show, Karaoke Party, Oktober Fest, Veteranøs Luncheon, a table at the Holiday Bazaar, New Yearøs Party, Valentineøs Luncheon, Volunteer Luncheon, etc. Another important activity with the Friends is our Intergenerational Programs. Our Third Graders were very involved with making decorations for the Senior Diner and Multi-Purpose Rooms. For the first time, students from the Parker School joined us by integrating with our seniors in a very successful program. We had our first luncheon sponsored by the Littleton Schools, under the direction of the Superintendent Kelly Clenchy. We were treated to a spaghetti lunch with all the fixings, including music and singing.

The Friends also provide financial assistance when needed: food gift cards, fuel assistance, Senior Outreach requests, subsidizing the Outreach Coordinatorøs salary, the menøs and womenøs monthly breakfasts, subsidizing an exercise class, newsletter mailings, monthly crafts group, monthly movies, offering scholarship for the Littleton Social Club, snow shoveling, etc.

In order to accomplish all of this, we rely heavily on a special group of volunteers. Please continue to support the Friends of the LCOA, so that we can continue to support the COA and Outreach programs.

Barbara McRae, President
Nancy Levine, Vice President
Tony Jesensky, Treasurer
Dotti Ruiz, Secretary

Ellen Araujo, Director
Dorothea Chase, Director
Sharon Corbin, Director
Carolyn Harlow, Director

Elder and Human Services Staff

Director
Pamela Campbell
Outreach Coordinator
Tina Maeder
Wellness Coordinator
Hilary Rostas
Dispatcher
Paul Tokmakian
Drivers
George Ogilvie
Neil Campbell
Richard Kent
Corrine (Gina) Monahan
Paul Tokmakian
Hal Arthur
Jim Hunt (retired)
Senior Broadcaster Editor
Nancy Hilsinger

Council on Aging Board
Chairperson - Marjorie Payne
Vice Chairperson - Louise Curley
Secretary - Robert Stetson
Mary Catalanotto

Barry M. Curcio
Barbara Kamb
George Sanders
Susan Dunn
Jean (Janet) Johnson
Chris Simone
Mary (Paddie) Hunt
Mary K. Kaye (term ended June 2014)
Marsha Russell (term ended June 2014)

Respectfully submitted,

Pamela Campbell
Director Elder and Human Services

LITTLETON COMMUNITY TELEVISION

Littleton Community Television (LCTV) is a town department whose budget is fully funded by franchise agreements with Littleton's two cable providers, Comcast and Verizon. LCTV operates 3 channels: Public, Government, and Educational (see lineup below).

2014 marked LCTV's second full year of operation in the renovated and expanded facility in Littleton Town Hall. Under the guidance of Executive Director Mark Crory and Program Coordinator Kirby Dolak, community volunteers have broadened and honed their production skills to create many new programs and provide stellar coverage of our town's 300th birthday celebration.

In Fall 2013, LCTV expanded our capacity by installing new audio and video production and presentation equipment in rooms 103 and 307. Each room has new desk microphones and flat screen TVs for display. With the addition of room 307 LCTV now has the ability to simultaneously record/produce three live meetings.

In Spring 2014, LCTV acquired a second-hand cargo van to support equipment transportation and facilitate more field-based event production. The LHS video club named it the "Marshmallow" and the van made its debut at the 300th Opening Ceremony. Contractors and volunteers operated the HD cameras and the new Sony Anycast video switcher managed the recording of the program feed.

LCTV was a part of each major 300th event, recording all them, whether during the stifling 100+ degree heat of the 300th Parade or after waiting out torrential thunderstorms in the Marshmallow at the start of the 300th fireworks celebration. In September we donned our tuxedos and taped interviews with the star-studded 300th Ball attendees. Finally, with fond memories we celebrated the 300th Closing Ceremony and were "drenched" in paper confetti by the 300th Main Committee members.

In addition to the daily/weekly challenge of keeping on top of the mountains of 300th celebration footage, LCTV producers and editors found time to greatly expand the variety of locally-produced programs. Here are a few of the highlights:

- Bill Vales of Littleton Rocks is producing two new series, one on Littleton trails and another on Science
- Melissa Hebert and Ursula Kanehave launched "Talk of the Town"

- Emily Tamilio hosts a health program called "Community Pulse", which focuses on health issues and local medical resources.
- Arleen Martino hosts a political program "Long Live the Republic"
- Emily Imbrogna and Samantha Yates have produced several episodes of their office sitcom "Sam and Hanny".
- Barbara McRae, host of "Littleton Common", and her many minions continue to turn out quality local programming focused on what's happening in Littleton.

Stay tuned for more great original Littleton programming, including new episodes of the "Flavors of Littleton Cooking" show featuring recipes and author stories from the 300th cookbook.

Essential to the smooth running of the productions are the folks behind the cameras and driving the iMac editing suites. Our core team of videographers is comprised of Scott Lewis, Chris Banks, Rob Crory, and Dan Raymer. These guys help provide coverage of town committee and board meetings and were invaluable in our ongoing 300th event coverage. Nancy Hilsinger, who recently assumed post production responsibility of "Littleton Common", has emerged as an accomplished volunteer editor. Nancy is now helping others to learn the craft, and was recently joined by Carol Vales to expand our volunteer editing team.

The Littleton High School Video Club meets nearly every week at LCTV and is comprised of LHS students with interests in broadcasting, studio and stage production, post-production, and audio engineering. In addition to producing their own programs, this diverse group has provided critical assistance with live studio production of "300 Live", other 300th events, coverage and commentary of hockey and football games, including the LHC Super Bowl appearance at Gillette Stadium.

The ultimate result of all of this activity has translated into a steady increase in LCTV programming. LCTV On Demand provides convenient replay of popular programs, including Board of Selectmen meetings. The LCTV On Demand link can be found on the Town of Littleton home page. Our collective results are consistent with the charter of public access television: to provide the residents of Littleton a means with which to get involved and stay informed in the life of their community. We invite all Littleton residents to get involved!

www.littletonma.org/LCTV

LCTV Channel Lineup:

Comcast: Public (8), Government (9), Education (99)
 Verizon: Public (38), Government (37), Education (36)

LCTV Hours of Operation:

Monday, Tuesday: 2 pm to 8 pm
 Wednesday: 11 am to 4 pm
 Thursday: 1 pm to 5 pm
 Friday: 11 am to 4 pm
 Saturday: By appointment

Be sure to "Like" Littleton Community Television on Facebook!

Respectfully submitted,

Alan Hoff, Chairman
 Littleton Community Television

PARKS AND RECREATION COMMISSION

Location & Hours of Operation:

Address:	33 Shattuck Street, Town Hall First Floor, through courtyard	
Regular Hours:	Mon., Tues., Thurs., Fri. 9:00 AM ó 4:00 PM	9:00 AM ó 4:00 PM
	Wednesdays: 9:00 AM ó 2:00 PM	9:00 AM ó 2:00 PM
Seasonal Hours:	Monday-Friday 8:30 AM ó 4:30 PM	8:30 AM ó 4:30 PM
Phone Number:	(978) 540-2490	
General Email:	littletonrec@littletonma.org	



Parks & Recreation Commission:

The Parks, Recreation & Community Education Commission is made up of five residents elected by the Town of Littleton voters. The Commission is a policy-making board responsible to the Town for providing year-round quality indoor and outdoor recreation activities and educational programs for children and adults.

The Commission is still 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 participation and all efforts are made to make reasonable accommodations when needed. Commission meetings are open to the public and posted at Town Hall and on the Department's website www.littletonrec.com. Meetings are held once a month in the Parks and Recreation Conference Room (Room 121) in Town Hall.

Park and Recreation Commission members for 2014 included: Fred Freund, Chairman; Brian Richter, Vice-Chairman; Ivan Pagacik, School and Sports Liaison; Gary Austin, member; and Michael Crory, member.

Major Departmental Operations:

Nearly 90% of the Department operations were funded from program revenues and user fees in 2014. The Department's total budget for operations remained level at approximately \$1,200,000 with the Town's contribution from the levy hovering around \$102,000. It is with this notion in mind that the Department seeks to maintain high-quality programming at little cost to the tax payer. Revenues from beach stickers, for example, fully subsidize the payroll for lifeguards.

The Department maintained registrations in the Town-Sponsored Public Driving School which began in 2011. In 2014, we ran seven (7) classes. Currently, the Driving School operates seven days per week and the school's fees support five part-time employees. In addition to excellent personnel, the school/Town also owns and maintains two sedan-style automobiles. In 2014, the Driving School certified over 85 drivers in the State of Massachusetts, and we currently have about 92 additional students enrolled and working towards their licenses at the time of this report.

Program & Event Highlights:

In 2014, the Department conducted over 1000 programs and serviced nearly 5,000 total program participants. The Community Education division of the Department, managed by PRCE Assistant Director, Sharon Martel, leads the programming division of the Department, and provides a line of quality enrichment and education-based programming for adults and children. Sharon is also instrumental in the creation and editing of the Department's quarterly brochure which is distributed to over twenty-one thousand homes in Littleton and the surrounding communities of: Ayer, Harvard, Groton, West Groton, Dunstable, and Boxboro.



A finished product from the Gingerbread House Making Class. This class was for children in grades K-5. children in grades K-5.

In 2014, the Community Education Division highlights included youth sports instruction, engineering and cartooning classes for children, the 7-week Kids Adventure Summer Enrichment Program and a wide variety of contemporary adult classes taught by highly-skilled professionals and talented members of the community who want to share their knowledge with the community.

Started in 2013, the Department rolled-out an afterschool program mirrored after the successful TRAC program and Tiger's Den which we called TASK (Teen After School Klub). This program is now in its second year and run by Special Programs Instructor, Kevin Lee. This program's home base is the Middle School Library, Monday-Friday from school's release until 6:00PM. New in 2014, the program's end time was extended a half hour from 5:30 pm to 6:00 pm to accommodate parents' busy working schedules. Enrollment level was about the same as our first year and we hope to continue and grow this program more in the coming years.

In addition to the many program offerings, the Department ran ten special events and boasted attendance of over one thousand total participants Town-wide. Events for 2014 included: *The Father-Daughter Valentine's Dance, Three Third Thursday Community Fairs held on the Common, Movie at the Beach, Touch-A-Truck Day, The Spring Egg Hunt & Bunny Breakfast, A Mother-Son Event, The Halloween Parade, Halloween Costume Swap, Turkey Trot 5k and the Holiday Helpers Gift Drive.* All these events were well attended and community members enjoyed spending time with family and friends. The Department strives to provide special events for all ages and to the residents of the Town and its surrounding community. The Department hopes to continue offering its popular events throughout the years.



The Parks and Recreation staff at the first annual Turkey Trot 5k on November 15th, 2014. It was a chilly, but beautiful day!

Summer Season:

The Summer Season was successful and remained about the same for registrations from the previous year. Beach Sticker sales were about the same, selling over 350 stickers both in the Parks and Recreation office and at Long Lake's snack shack. Erin Cahill, Aquatics Director/Program Specialist, lead Long Lake's facility this summer

and supervised the seasonal staff. Swimming lessons were run on a week to week schedule to allow families to register for multiple weeks or to easily schedule around their other summer commitments and camps. Swim Lesson enrollment was down a bit from previous years with the most popular weeks being in July.

Sailing Camp and Lessons were a huge success this year, filling to capacity every week offered. We had over 100 children in the sailing program. Children ages 8 to 14 learned the essentials and skills to sail a sunfish sailboat. While not sailing, participants learned knot tying, team building activities and the parts of the boat. Sailing camp was split into age groups again to allow participants to be with friends of the same age and learn age appropriate skills. The Junior Guard program was offered again this year for 4 weeks during the month of July. This program allowed young adults to learn water safety and some lifeguarding rescues skills needed to be a successful lifeguard. Enrollment for the Junior Guard program went up about 25% from 2013. Participants that were enrolled in the program, signed up for an average of 2 weeks. Participants got to assist swim instructors with swim lessons, shadow lifeguards on stand, and learn techniques and skills that lifeguards use every day while on the job.

In-service training sessions and staff meetings were held on a weekly basis to keep lifeguards up to date on their life saving skills and preparedness for an emergency that may happen at the waterfront. The lifeguards and waterfront staff work as a great team together and are excellent representatives for the Department and Town.



The staff of Long Lake - Summer 2014

Kids Adventure is another popular program during our summer season, which is run by our Assistant Director, Sharon Martel. Our Kids Adventure program is geared for children ages 4 to 16 and runs Monday through Thursday for 7 weeks. Classes can range from Ooey Gooey Fun, Pottery, Wood Crafts, Game Making, Minecraft, American Girl, Cupcake Creations, and so much more. The variety of classes gives children different activities to choose from that can meet all their interests.

Camp Tahattawan had another great summer season with about 500 participants enrolled. Overseen by Program Specialist and Camp Director, Chris Adley, highlights to this year's camp season included trips to Breezy Picnic Grounds, Co-Co Key Water Resort, and a new trip to Water Country in Portsmouth, New Hampshire. Camp staff continued to incorporate learning components into camp including daily specialty sessions of: science and nature, music and drama, arts and crafts, and sports and games. Each of the segments of our camp curriculum is taught by a certified teacher with a Master's Degree in their field. Justin Murray and Aubrey McGinnis were our Camp Assistant Directors in summer 2014. Together, they helped ensure that the exceptionally popular Counselor-in-Training (CIT) program continued to run smoothly and provided a learning environment for prospective future counselors. During the season, Camp afternoons were filled with group-play, fun on the inflatable water-slide, and trips to the lake for boating and free swim. Back for another year were Camp's weekly

performers for some additional entertainment. Campers got to see a yo-yo performer, dogs with tricks, and have a dance party!

The Counselor in Training Program (CIT), which began in 2009, had another successful summer in 2014 boasting maximum enrollment in all 7 weeks of camp; sixteen (16) participants each week, with waiting list filled to the maximum. CITs volunteer to work and shadow older Camp Counselors to learn how to become effective community leaders in the hopes of securing paid positions when they become sixteen years of age or older. Thus far, we have hired several Junior Counselors from this program, and have found it to be a huge asset to the Department and the community.

Back for another year was the Tahattawan Extended (TX) program which runs for two (2) weeks after Camp Tahattawan ends. This program is offered by registering for one week or both. This program is mirrored after our TRAC program where the participants attend a different field trip Monday through Thursday, and Friday go to Long Lake for a day of relaxing, swimming and games. Tahattawan Extended is run by our Camp Director, Chris Adley, along with counselors from Camp Tahattawan.

One of the major successes of the year, again, was the middle school summer travel program entitled "TRAC" (Teen Recreation Adventure Crew) which began in 2012. TRAC is a full day program running from 8:30AM-3:30PM with extended day from 3:30-5:30 PM. Run by Special Programs Instructor, Kevin Lee, TRAC participants traveled to four fieldtrip destinations per week (M-Th) outside of the Littleton area and ended their weeks at Long Lake each Friday with a relaxing day at the beach. TRAC traveled in a coach bus to all fieldtrips which seemed to be the biggest draw to the pre-teen crowd; driving in air conditioned luxury definitely had its perks. TRAC offered a fun and safe environment for students in sixth to eights grades with a sense of structure and also the type of freedom that allowed them to fully enjoy their summer vacation in a structured environment free to television, video games and other more sedentary options. By summer's end, the program had traveled to several popular destinations including: a Pawtucket Red Sox Game, Wingaersheek Beach in Gloucester, Water Country in Portsmouth, Take Flight in Kittery, Pinz Bowling & Pizza, Canobie Lake Park, and even a special Saturday trip to Six Flags New England! The total participation was over one hundred and fifty (150) kids; nothing but positive feedback on the program has been received thus far from parents and teens alike.

Departmental Operations:

Department Director, Kate Hodges continued to work on a more intuitive and transparent accounting and budget process for the Commission. The Department moved to an Enterprise-type of fund starting July 1, 2014. The Commission continued to employ a system of budgeting which coincides with the goals for the Department was implemented which made the process more efficient and manageable for Commissioners and opened a dialogue with the Board of Selectmen regarding the directive for the Department to be fully self-sustaining, receiving no subsidy from the tax levy, by the year 2014. The Commission worked through the summer and fall months to educate the members of the Finance Committee regarding the non-revenue generating offerings of the Department as well the rising costs of Field and Park Management. Discussions of the Town's vision for the Department continued into 2014, and we look forward to coming to a resolution which leaves the citizens of Littleton with access to all programming and space.

The 300 King Street project is almost through its renovations and is slated to open in Spring 2015. The Department seeks, specifically, to improve the property for school groups, citizens and athletic groups to engage in play. Over 1,500 children participate in Recreation Sports and more than 5,000 school-aged children participate in Recreation and Community Education offerings over the course of a calendar year. The Department, in conjunction with the Commission, seeks to increase program offerings and open-play and green spaces with the renovation of this central park property that has been left to deteriorate.

The year 2014 was a great year of progress and growth within the Department. We are making great strides towards our goal of serving the people of Littleton better. As always, should you have an idea for a program or any comments about our operation or existing program offerings, please do not hesitate to contact us; we would love to hear from you.

VETERANS AGENT

Mission of the Office

The Mission of the Veterans Affairs office is to help address the financial and medical needs of Littleton's veterans and their dependents. The Veterans Agent also provides information and support to family members of Service personnel currently in the Armed Forces.

Description of Service

The Agent assists veterans in applying for State and Federal services. The office also offers assistance and referrals in the areas of federal compensation and pensions, state and federal educational benefits, tax exemptions, annuities, home loans, counseling and job training.

Indigent (very low income and minimal other financial assets) 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 (VA) benefits or services for which they may be entitled. You may review these benefits and services from your home computer by logging-on to www.mass.gov and entering **Veterans Services** in the search box for state benefits and www.va.gov for VA benefits, or simply come to my office for a discussion and assistance.

Staffing

Staff consists of one part-time Veterans agent, approximately 6 hours per week.

PERFORMANCE/WORKLOAD INDICATORS

Indicator	Unit of Measure	FY14	Projected FY15
Veterans receiving benefits	Count	12	12
Calls per year	Count	165	175
VA Applications Received	Count	6	6
VA-Applications Pending	Count	3	3
VA Applications Approved	Count	3	6

During this calendar year, all requests for assistance have been processed or passed to other agencies for the needed help. All veterans graves in town have been visited, mapped and had a flag placed for Memorial Day. All Veterans Memorials are being suitably maintained and flags replaced as needed.

There were six (6) burials for veterans at the Westlawn Cemetery this year.

Branch of Service Totals:

Army: 4
Navy: 2

Era Totals:

World War II: 2,
Korea: 4

We honor their service and mark their passing below:

NAME	SERVICE	WAR
ALFRED J. MCCONNELL	U.S. ARMY	KOREA
GLADYS H. UPSON	U.S. ARMY	WWII
ALLAN H. COSTIGAN	U.S. NAVY	KOREA
WILLIAM MEYERHOLZ, JR	U.S. ARMY	WWII
WARNER ZOLLER	U.S. NAVY	KOREA
WILLIAM J. PETKEWICH	U.S. ARMY	KOREA

*Note: Remains moved by Family
to Littleton*

Veterans and widows of veterans in need of assistance or information may contact John Boroski at 978-540-2485 or e-mail jboroski@littletonma.org. You may always visit the office in Room 222 at the Town House between 8:45 am and Noon on Monday and Thursday.

This department cannot speak highly enough of the many residents who have volunteered to support us this year with their time and effort towards our Memorial Day Parade and Veterans Day Activities. Without the volunteer help of the American Legion Post 249, the Veterans of Foreign Wars Post 6556, and the Boy Scouts/Venture Crew members these activities would not be possible.

The Town now has several places for residents to drop off their faded, torn or otherwise damaged flags for proper retirement. The flag collection boxes are now available at the main entrance to the Town Hall, the Transfer Station and the Westlawn Cemetery Administration Building. The Flag Retirement ceremony is held in November of each year.

Respectfully,

John Boroski,
Veterans Agent

REUBEN HOAR LIBRARY

GOODBYES AND HELLOS IN 2014

The Trustees welcomed Samuel Alvarez as the Library's new director this year. Samuel began his duties as director on November 12, 2014. The Trustees and staff wish to thank our new Assistant Director, Helen Graham, who served as the library's Interim Director during this transition. Kip Roberson, the library's former director, left the library in August of 2014.

LIBRARY TRUSTEES & STAFF

Trustees

Mark Rambacher, Chair	Laura Beltrami, Vice-Chair
Peter Church, Treasurer	TryphenaReidy, Secretary
Lynn Protaswoicki	David Sill

Administration

Director ó Samuel Alvarez (appointed November 12, 2014)
Assistant Director/Interim Director (Aug-Nov 2014) ó Helen Graham
Office Coordinator ó Susan Palmer

Librarians

Circulation & Interlibrary Loan Services ó Andrea Curran
Technical Services ó Helen Graham, Betty Smith
Children's Services ó Diann Oullette-Haduch
Reference & Young-Adult Services ó Linda Schreiber
Senior Library Technicians ó Jeanne Sill, Jenna Cantino
Library Technicians ó Margaret Geanisis, Julie Bernardi, Sally Pendleton, James Taber
Library Assistants ó Julie Frederickson, Cheryl Hardy-Faraci

Library Statistics

Total circulation of materials: 154,663
Registered borrowers: 7,731
Volumes owned: 93,432
Loans between libraries: 28,891 received from other libraries and 25,385 provided to other libraries
Adult programs: 159 participants
Children's programs: 3,526 participants
Young-Adult programs: 202 participants
Library Hours: 2,220

What We Do With Your Tax Dollars

Here are some of the ways we spend your money:

- Purchase books, audiobooks, magazines and newspapers, DVDs, music CDs.
- Provide access to an eLibrary of research databases, eBooks, eAudiobooks, magazines, downloadable music, streaming video and online learning with more than 500 educational courses.
- Provide 12 public computer work stations where users can access the Internet or print documents.
- Maintain a library website at www.littletonlibrary.org where visitors can access online resources 24/7 or search the online catalog with access to materials from all over the Commonwealth.
- Provide public meeting rooms for community groups.
- Sponsor summer reading programs for adults, teens and children.
- Answer your reference questions by phone, email or in-person.
- Provide genealogy assistance through electronic resources and a monthly genealogy club.
- Assist library users in finding the best materials for your reading, watching or listening pleasure.
- Pay the skilled and friendly staff who:
 - Get library materials into your hands.
 - Help you find materials that suit your needs.
 - Answer your research, school and general information questions.
 - Plan programming for every age group and interest.

The Library in the Community

Reuben Hoar Library strives to improve the quality of life for all users; to strengthen the fabric of the Littleton community; and to promote a well-informed and enlightened citizenry. We see the library as a community center where people of all ages, interests and abilities are welcome. Our mission is to provide convenient and effective access to a wide array of print and electronic resources, direct and remote services and facilities that support the diverse recreational, informational, educational, social and cultural interests of the community.

In recent years, the Library has committed more resources toward being a pre-school door to learning for younger children. It has introduced programs and resources to encourage and reinforce reading, listening and socializing skills to toddlers. We celebrated Littleton's 300th by participating in Littleton's Tercentennial celebration with a book-cart drill team. Lastly, the Library is a thriving community center. The Library is used as a place for socializing, as a formal meeting center and for sharing experiences and ideas.

Library Volunteers:

Volunteers provide a great service to the Reuben Hoar Library. We are grateful to the many volunteers, adults and teens, who augment the work of the library across many functions. Volunteer tasks include processing books, shelving materials, assisting with cleaning/repair of damaged items, discarding items, making phone calls, and helping the summer reading program.

Volunteers serving the library and community include:

NancyCarl
Jack Clancy
PhyllisCurcuru
ChuckFaraci
Ken Haduch
DavidHarding
TerryHathaway
DickHunt
Rosemary Jackson
CarollLodi
JayneRossetti
Linda Stone

Scholarship Volunteers

Katherine Baker
Chloe Shelford

Teen Volunteers

Emily Ackerman
Victoria Bourque
Eliza Bulger
Ashley Chow
Luke Formichella
Kristina Hekkala
Alana Johnston
Tabitha Kotary
Diana Kumykova
Morgan Mayo
Tara Modica
Isabella Monro
Sasha Pavlov
Jesada Sanders
Lori Sill
Savannah Stoddard
Ruth Tornell

Senior Tax Workers

GayAnn Barbella
Peter Barbella
Diane Douglas
Andy Fredette
Phyllis McGrath
Bob Meier
Lois Meier
Claire Russo
Elizabeth Schmidt
Atsuko Yamashita
Marge Zoto

Erica Wheeler

Friends of the Reuben Hoar Library

The Friends of the Reuben Hoar Library is a non-profit organization with over 300 members who support and volunteer to raise funds to augment the library's operating budget. Among their gifts are the annual purchase of museum passes, support for library programs, and the purchase of needed equipment for the library. The Friends of the Library board members in 2014 were Damien Falato, Cristina Miller Falato, Chuck Faraci, Judy Grande, Tanya Lombard, Jane Lyons, Cathy Olson, Sarah Rambacher, Kathy Roemer, and Karen Smith.

Reuben Hoar Library Fund

The Library Trustees are responsible for library oversight and strategic planning. As our collection continues to expand, along with the programs and services we offer; it has become clear to us that we will need to expand the library in the not too distant future. Your donations help fund this effort so that we can have an even better place for you to visit while limiting future tax increases to the town.

To safeguard these contributions, the Trustees have established *The Reuben Hoar Library Fund*. The fund has already received over \$188,000 in contributions since its creation in 2010. We thank you for your support, but it is vitally important that we continue to raise funds to reach our goal of expanding our library. To learn more about how you can help, please visit the library website at www.littletonlibrary.org or visit the library. Donations to this fund are tax-deductible to the extent allowed by law.

Library Hours

Monday 10:00am ó 4:00pm

Tuesday 1:00pm ó 9:00pm

Wednesday 10:00am-4:00pm

Thursday 1:00pm ó 9:00pm

Friday 10:00am ó 4:00pm

Saturday 10:00am ó 4:00pm

Sunday CLOSED

Trust Funds:

FUND NAME	BEGINNING PRINCIPAL	ENDING MARKET VALUE
-----------	---------------------	---------------------

REUBEN HOAR - BOOK FUND

HOUGHTON FOUNDATION	\$5,000.00	\$13,081.24
AUGUSTUS K. FLETCHER FUNDS	\$1,000.00	\$2,301.31
LAWS FUND	\$1,000.00	\$2,301.31
GEORGE CHEYNE SHATTUCK FUND	\$2,000.00	\$4,915.84
JOHN MURRAY SPRAGUE FUND	\$1,000.00	\$2,301.31
VICTORY FUND	\$1,000.00	\$2,301.31
BRADFORD SAMPSON FUND	\$30,520.37	\$97,754.48
REUBEN S. & MARY ANN HOAR MEMORIAL	\$5,970.00	\$15,066.75
REITA I. BEAN FUND	\$3,862.00	\$9,983.09
JOHN HILTON STARR	\$20,000.00	\$47,789.55
DAVID F. ROWSE MEMORIAL	\$15,100.00	\$36,483.65
EDWARD POTTER SANDERSON	\$20,000.00	\$47,789.55

SUBTOTALS	\$106,452.37	\$282,069.39
-----------	--------------	--------------

REUBEN HOAR - CHILDREN'S BOOK FUND

GEORGE W. SANDERSON FUND	\$1,000.00	\$2,283.05
CELIA M. HOUGHTON FUND	\$1,000.00	\$2,283.05
NATALIE R. CURRAN FUND	\$10,579.00	\$24,959.72

SUBTOTALS	\$12,579.00	\$29,525.82
-----------	-------------	-------------

SUBSCRIPTION FUND	\$1,514.00	\$4,104.95
LIBERTY FUND - JOEL EMERY FLETCHER	\$750.00	\$2,014.88
LIBERTY FUND - SPRAGUE FUND	\$250.00	\$687.17
NAHUM HARWOOD FUND	\$2,000.00	\$4,275.73
ELIZABETH G. HOUGHTON FUND	\$5,000.00	\$13,569.44
ANNIE C. SMITH FUND	\$1,520.00	\$8,864.24
ANNA H. BROWN BEQUEST	\$500.00	\$1,380.13
EDNA L. YOUNG FUND	\$1,000.00	\$2,702.00
DOROTHY HEMMINGWAY MEMORIAL	\$631.00	\$1,706.26
THEODORE FLETCHER COBB MEMORIAL	\$5,000.00	\$13,569.44
GEORGE & ROSE WOOD FUND	\$82,300.00	\$212,577.17
WALTER CLANCY FUND	\$16,040.00	\$38,737.50
EUNICE MORRISON FUND	\$30,000.00	\$62,034.42
SECOND CENTURY - LIBRARIANS FUND	\$95,280.00	\$240,921.22
SECOND CENTURY - DAVID GLUYAS WILLIAMS	\$10,238.00	\$26,906.18
SECOND CENTURY - MARION BROWN AHERN	\$7,000.00	\$18,720.92
JOHN D. HOUGHTON FUND	\$2,500.00	\$6,037.79
SUBTOTALS	\$261,523.00	\$658,809.44

**REUBEN HOAR - GENERAL FUND w/ NO
PRINCIPAL PRESERVATION**

SECOND CENTURY - UNSPECIFIED	\$45,692.00	\$118,423.96
GERTRUDE HOUGHTON FUND	\$44,855.00	\$70,318.61
GENERAL CONTRIBUTIONS	\$187,073.25	\$192,173.43

SUBTOTALS	\$277,620.25	\$380,916.00
GRAND TOTALS	\$658,174.62	\$1,351,320.65

SCHOOL COMMITTEE

During the past year, the Littleton schools continued to strive to meet the demands of a rapidly evolving educational environment. Areas of focus included curriculum, differentiated and informed instruction, educator evaluation and technology in the classroom. The School Committee was focused on contract negotiations, budget pressures and policy. While the pace continues to quicken, all of the parties involved were up to the challenge and the District continued to see measurable gains and successes.

The School Committee and Littleton Educators Association together successfully engaged in Interest Based Bargaining (IBB) resulting in a new three-year contract between the two bodies. Using IBB, both parties were able to focus on shared interests regarding the Littleton School District and come to terms on those interests in a way that allowed both parties to move forward with the best interests of students, staff and community in mind. This is the first time in several years that a long term agreement was reached and both parties look forward to taking a break from a seemingly constant state of negotiation which will allow more energy to be focused on teaching and education by our staff and administration. The School Committee would like to thank all the members of the LEA for their partnership and investment in Littleton and our children.

This is the second year of implementation and use of the Educator Evaluation Model, which is a statewide initiative for evaluating teaching staff and providing opportunities and guidance for continued improvement. After spending more than a year designing and implementing the model, the District is now seeing the results and benefits which will result in positive impacts and development for our staff and, by extension, our students. Again, the School Committee would like to thank the LEA for their steady participation and support of these efforts.

After a highly successful reaccreditation process last year, the High School continued to review and improve their ambitious curriculum and course offerings. Curriculum reviews and revisions were successfully completed for AP Spanish, Physics and US History. The administration is also considering strategies to broaden AP course offerings. The school partnered with Code.org to offer a computer science class and have implemented a *flipped classroom* model for Biology courses. In addition, the humanities courses continue to expand their use of technology in the classroom to provide students with a broader offering of course materials and resources. Steady and sustained improvement in the high school curriculum will continue to give our students the best chance for post-graduate success.

The Middle School continues to benefit from efforts to bolster the curriculum, particularly in math and science. Out of 400 middle schools in Massachusetts, Littleton is ranked #17 in math and #14 in science. The staff at the Middle School continues to work on improving their use of differentiated instruction in an effort to meet the needs of and challenge all learners from struggling to advanced. Part of this effort includes the use of the MAP adaptive assessment for all grades in the building. The staff at the Middle School continues to expand their use of the ASPEN portal for communicating assignments, grades and progress to students and parents as well as using other social media to keep stakeholders aware of what is occurring in the building on a day to day basis.

Shaker Lane began piloting a new reading program as well as adopting the latest edition of Everyday Math and Russell Street is implementing the öResponsive Classroomö program. Both schools, in grades 2 through 5, have started using the MAP adaptive assessment tool which allows teachers to measure the progress of students in reading and math throughout the school year. The results of the assessments are used by staff to inform instruction and allow teachers to adjust their curriculum for particular students and groups to focus on areas that need improvement. In addition, both schools continue to evolve their use of technology in the classrooms to create a richer experience for the students and are using more social media tools to keep parents informed on classroom progress and activities.

The High School, Middle School and Russell Street School participated in a pilot of the Partnership for Assessment of Readiness for College and Careers (PARCC) test. This is a nationally sponsored assessment that is part of the Common Core program and is being considered by Massachusetts to replace the MCAS. School Committees and Districts across the Commonwealth debated the option of switching from MCAS to PARCC. Unfortunately, no consensus was reached and the choice between switching from PARCC to MCAS was close to 50/50 across all the Districts with some choosing to switch but others deciding to stay with MCAS. The Littleton School Committee, along with the Administration team, engaged in several discussions on the merits of switching from MCAS to PARCC. While there was agreement that the PARCC test has value, the Committee could not see any immediate benefit to switching and felt that there was some significant uncertainty on the status of Common Core and PARCC. In addition, the MCAS is being re-tooled and may very well assume some of the benefits offered by PARCC. Given the current status of both tests, the School Committee decided to continue to implement MCAS for the time being while continuing to evaluate the status of PARCC.

In March, the School Committee, with the support of the Board of Selectmen and Finance Committee, passed a budget with a 3.3% increase from FY2014. The budget was passed with an increase in the appropriation from the Town as well as the use of grants and revolving funds, primarily Circuit Breaker and School Choice. Circuit Breaker funds are a partial reimbursement by the State of special education expenditures. Unfortunately, the State once again level funded the amount Littleton received in Local Aid and Chapter 70 funding. While the Town was able to make the budget work despite this, it is simply unsustainable over time for Littleton to continue to fund the schools and other Town departments at their current level of staffing and services without an increase in funding from the State. The School Committee has significant concerns on how we can continue to meet all of the requirements regarding regular and special education mandated by the State while seeing no increased support from the State each year. The School Committee is committed to working with the Board of Selectmen and Finance Committee to meet all of the financial challenges of Littleton, but it will become increasingly difficult if the current trend in Local Aid and Chapter 70 continues.

The spring Town elections resulted in the re-election of Daryl Baker to a second three-year term and the election of Alex Pratt, who was serving the remainder of a term for a previous member, to a full three-year term.

The School Committee also sustained the loss of member Paul (PJ) Avella who ran and won a special election to the Board of Selectmen. PJ was elected to three terms and had served 8 years on the School Committee. During his tenure he served on the Permanent Municipal Building Committee during the refurbishment of Russell Street elementary school and was on the negotiating team during three different negotiations with the Littleton Educatorsö Association. He was also the Chair of the School Committee for the last three years. PJ brought a tremendous amount of energy and preparation to his role as a School Committee member and was a tireless advocate for the schools and town. We are confident he will continue his passionate advocacy for the schools and town while on the Board of Selectmen.

With the Avella departure, the School Committee welcomed Mike Mizzoni to the Committee who was jointly appointed by the School Committee and Board of Selectmen to fill the last year of PJ's term. After the elections, the Committee re-organized with Mike Fontanella being elected Chairman, Chuck DeCoste as Vice-Chair and Daryl Baker as Secretary.

The School Committee would like to, as always, thank the hundreds of volunteers who serve in our classrooms helping our teachers and those who serve on bodies such as the PTA, School Improvement Councils, SEPAC and other committees and bodies that help support and promote the education mission of the Littleton Public Schools. This includes the many teachers in our system that take their own time beyond the school day to offer their expertise and passion to these groups in an effort to keep the Littleton schools improving and moving forward.

During the FY14 year our district bid farewell to three staff members who retired. Cecily Houston, HS Library Media Specialist spent three years in Littleton Public Schools and retired in June 2014. Kathleen Hibbard, Elementary Physical Education Teacher spent 29 years in our district and retired in June 2014. Evelyn Holm, Elementary School Teacher spent 10 years in our district and retired in June 2013. We would like to take this opportunity to thank our retirees for their dedicated service and commitment to our students and community. We would like to wish them the best as they embark upon a new life journey. We would especially like to acknowledge long-time 8th Grade English teacher Mark Levine who retired from Littleton due to a family re-location. Mark was a terrific classroom teacher but also offered his energy in many other capacities including his Presidency of the Littleton Educators' Association and being a team leader for the 8th grade teachers and the English Department. He also spent hundreds of hours year after year organizing and leading the annual spring trip to Washington D.C. for the 8th Grade. Hundreds of LMS graduates have fond memories of this trip which is often their favorite highlight of their years at the middle school.

The pace of change in primary and secondary education in the United States has accelerated rapidly over the past ten years and it seems very likely it will continue. Changes include increased rigor in curriculum, high stakes testing and use of the resulting data to inform instruction, increased evaluation and accountability for teachers and the evolving use of technology to push students and staff beyond the covers of a textbook or the walls of a classroom. The Littleton school system: students, teachers and administration, have successfully met these challenges and their success is doing so can be measured in a variety of ways including test scores, graduation rates, admission to higher learning institutions and accolades and recognition from a large number of educational foundations and reviewers. None of this would be possible without the sustained and continued support of the entire community of Littleton including all of our elected officials, volunteers and citizens.

Respectfully submitted,

LITTLETON SCHOOL COMMITTEE:

Mike Fontanella, Chair -- 2015
Chuck DeCoste, Vice-Chair -- 2016
Daryl Baker, Secretary -- 2017
Alex Pratt -- 2017
Mike Mizzoni -- 2015

SCHOOL DEPARTMENT

Superintendent's Report

It is with great pride and enthusiasm that I write my fourth annual report for the Littleton School Department. Throughout the year I have been witness to many great events within our schools. I have had the pleasure of witnessing incredible classroom lessons delivered to our students by various staff and have experienced top-notch extra-curricular and co-curricular activities throughout the year. We have also celebrated a number of staff and student successes during the year.

As a school district, we continue to use data analysis focused on monitoring individual student growth from year to year. We remain committed to the analysis of student achievement data to inform curriculum as well as to support targeted individualized instruction within our classrooms. We continue to move forward as a district in regard to MCAS achievement within all of our schools. In comparison with State results, Littleton students, across all grade levels and subject areas, had higher percentages of students performing at the Advanced and Proficient levels when compared to State averages. A significant indicator of MCAS performance trends at the school-level was Littleton High School being designated a Commendation School in 2014 by the Department of Elementary and Secondary Education for High Student Progress.

Our school district continues to embrace the importance of staff development at the district and school level. For the first time this academic year, Littleton's professional development programming included a full in-service day in addition to the PD sessions held on the three-hour early-release days. On November 4th, our K-12 faculty and staff were involved in a workshop on "Growth Mindsets" which explored the applicability of Carol Dweck's research on Growth Mindset to classroom settings and creating learning environments that motivate all students. Additionally, faculty and administration in grades 2 through 8 were involved in training sessions that outlined the portfolio of reports available through MAP (Measures of Academic Progress) testing.

District-based professional development offerings continue to support Littleton's full implementation of the Massachusetts Educator Evaluation system. District-Determined Measures (DDMs) play a key role in the new evaluation system. All educators – teachers and administrators – receive a Student Impact Rating based on trends and patterns in student learning, growth and achievement. Every educator needs annual data from at least two state or district-determined measures to establish those trends and patterns. Since statewide measures or MCAS Student Growth Percentiles are available for fewer than 20 percent of educators throughout the State, our district accordingly offered a series of PD sessions on the process of identifying, developing and implementing DDMs for most grades and subjects.

The second focus for district-based PD was a revision of Littleton's district and school-based Curriculum Accommodation Plans. Massachusetts General Laws require the adoption and implementation of a District Curriculum Accommodation Plan or DCAP. This plan is intended to guide principals and teachers in ensuring that all possible efforts are made to meet student needs in regular education classrooms and to support teachers in analyzing and accommodating the wide range of student learning styles and needs that exist in any school.

Site-based faculty-led PD comprises half of the professional development offered to staff during the three-hour early release days. Each principal has a site-based team to review and approve all site-based PD activities, which are required to align with the activities and initiatives in each school's School Improvement Plan. Examples of approved activities that faculty members are pursuing include curriculum

reviews, the development of new courses and updating of curriculum, the revision of DDMs, standards-based report cards, and technology trainings.

The Littleton Public Schools continue to make great strides in enhancing our curricular and instructional programs to advance student achievement. The faculty at Shaker Lane has implemented an updated version of the Everyday Math program, which more effectively aligns with the Common Core State Standards for Mathematics. At the elementary level, twelve classroom teachers in grades K-5 were involved in a year-long pilot of an ELA program aligned to the expectations for reading and writing within the Common Core State Standards. At the Middle School, the Science department is entering the second year of a curriculum review. As a district, we are continuing the implementation of a system-wide web-based curriculum mapping process that allows easy access to our preK through 12 curricula. Our staffs have continued to refine instructional practices to provide small group instruction and differentiation to meet the needs of diverse learners resulting in increased student engagement across the curriculum.

This year our district implemented the Measures of Academic Progress (MAP) battery of assessments developed by Northwest Evaluation Association (NWEA). Littleton students in 2nd through 8th grades will be taking the MAP assessments three times per school year in Reading, Language and Math. LMS students in grades 6-8 will also take the MAP Science assessment. The MAP interim assessments are computerized adaptive tests that are utilized to determine a student's instructional level and measure academic achievement and growth. The MAP assessments are adaptive in that the difficulty of the test is adjusted to a student's performance in answering the test questions up to that point. As a result, each student receives a different test, but each student has the same opportunity to succeed and maintain a positive attitude towards testing.

The MAP test results allow our teachers and administrators to gain precise information regarding the academic skills and concepts students have acquired and thus target instruction to meet the needs of all learners. MAP scores are norm-referenced and measure both achievement and growth thereby providing different perspectives on individual, classroom and grade-level progress. Administrators and staff at Shaker Lane, Russell Street and Littleton Middle School will be utilizing the results of these assessments in a variety of ways to guide classroom instruction, tailor intervention programming and to inform decisions related to student placement.

District-wide upgrades in technology were a key factor in the successful implementation of the MAP online assessments. Planned upgrades of the technology infrastructure at the Russell Street and Shaker Lane Schools were completed in order to provide bandwidths capable of handling 1000 devices per school. Increased availability of mobile technology for student use with the introduction of 400 chromebooks allowed the MAP tests to be administered simultaneously in multiple classroom venues and lab settings thereby creating a more efficient, timely testing schedule. The availability of mobile technology for faculty and administration with the introduction of Mac Book Airs allowed our elementary and middle school staff immediate and 24/7 access to the MAP reporting tools and data.

Our district continues to move forward in integrating technology into instructional practices supported by upgrades of instructional tools utilized by faculty such as Apple TVs, document cameras, flat screens and projectors. At both the Middle and High School, faculty members are increasingly offering blended learning or classroom experiences that combine classroom and online instruction. Our technology staff has played an integral role in providing faculty trainings throughout the summer and school year to support the effective utilization of technology in classroom settings. Additionally, our technology team was selected to present a workshop at a New England League of Middle School (NELMS) conference.

Participation in the national "Hour of Code" program was an important and exciting opportunity in technology for students at each of our schools. The program was designed by Code.org to introduce

students to computer science and computer programming. Littleton High School is currently offering a new Exploring Computer Science course adopted in partnership with Code.org.

Strategic planning in the area of technology has also enhanced communication among students, parents, teachers and administrators. This fall, Littleton began the first full year of utilizing the on-line password-protected Aspen family/ student portal as part of our district's web-based student information system. Parents and students at LHS and LMS are able to access on-line progress and grade reports, attendance records, and student schedules. Teachers can share course information such as syllabi, homework and scheduled assessments and grades.

Creating safe learning environments for our students and staff is a key strategic goal. The Littleton Public Schools implemented a modified version of the ALICE school safety program with all building staff participating in trainings on the program's procedures and protocols. Our school administrators collaborated with the Littleton Police department to provide students in each of our schools with age-appropriate overviews of the concepts underlying the ALICE program: alert, lockdown, inform, counter and evacuate.

Strategic Planning has been a primary focus for our teachers and administrators at both the school and district levels. Our district's strategic plan, entitled Vision 2020, encompasses the following five goal areas: 1. Curriculum/ Instruction/Assessment 2. Professional Development 3. Community/Communication 4. Climate / Culture 5. Technology. Vision 2020 is our district's vision for excellence for the years 2013-2016. This document reflects input from faculty, staff and community members, and is a living document that guides all programmatic and budgetary decision-making. Our schools continue to implement School Improvement Plans, which encompass the same five goal areas for the years 2013-2015. I would encourage you to visit our district website to view our strategic plan as well as our School Improvement Plans.

Our schools report the progress and successes of their respective School Improvement Plans throughout the year in alignment with Vision 2020. A reflective process is employed that evaluates, reaffirms and at times redirects the focus of various goals that are designed to enhance the educational success of our schools. In the implementation of the new Educator Evaluation system, teachers developed individual learning and professional goals aligned with the district's strategic plan and School Improvement Plans.

Budget considerations were a focus of conversation throughout the year. As a result of continued increases in costs as well as limited growth in revenue, the School Committee recommended a level- staffing budget. Through the maintenance of staffing we were able to continue to provide quality programming for our students. This was a direct result of the hard work of our administration and staff. With the current forecast for our FY16 budget, a lack of increase in State Revenue will continue to create challenges in our ability to maintain a level services budget. I would like to thank our staffs, administrators and School Committee for their hard work and dedication in ensuring that our students continue to be well supported. I would also like to thank our community for their continued support in ensuring that our students receive the necessary educational experiences that are paramount for continued success.

Throughout the year our students have had many opportunities to take part in co-curricular and extracurricular offerings that have provided invaluable educational experiences. As we all know, our students will cherish many of these experiences as they continue their educational journeys. I would like to commend our staff, students, coaches and community for supporting these programs throughout the year.

Special thanks go to the many citizens who continue to volunteer within our schools and to the many town organizations and citizens who have given funds, goods and services to support and enhance programs for

our students. We are fortunate to have over 400 volunteers who have donated their time, talent and resources to our schools.

Through these efforts and more we will continually aim to have all of our students reach their full potential and continue to actualize our Core Values of Respect, Responsibility, Integrity and Accountability.

Respectfully Submitted,

Kelly R. Clenchy
Superintendent of Schools

Shaker Lane School Principal Report

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

Our pre-school programs, designed for three to five year olds, provide secure, inviting success-oriented environments that meet the cognitive, emotional, social and physical needs of the whole child at his or her level of development. Our program is based on fundamental principles of how young children learn. We believe that all children can be successful and learn best in a nurturing, predictable, and safe environment. We recognize that children learn best when all are included and are viewed individually with distinct abilities and needs.

In response to this philosophy, the program utilizes a developmental approach and provides experiences, which promote curiosity and develop cognitive, language, social and motor skills. Through teacher facilitation, the children are encouraged to actively explore their environment and acquire skills through a combination of play, small and large group activities, and direct instruction. Each child is provided open-ended curriculum activities where they can experience success as they learn and develop at their own rate. This year we offered:

- Half-day three and four day multi-age programs for three and four year olds
- A half-day three day program specifically for three year olds along with a half-day four day program designed for four year olds
- Two multi-age full day programs

In kindergarten, we continued to offer a full-day kindergarten program for those families that are interested. The longer school day allows more time to explore concepts, and more time to practice and learn the outcomes. We continue to offer several options for students. All kindergarten students attend kindergarten from 8:50 AM to 12:00 pm for the entire school year. In addition, parents can choose to extend their child's kindergarten day to 3:15 on a fee basis. Besides choosing a half-day or full day five days a week program, parents could choose to have their child attend two, three or four full-days. Children who do not stay for an afternoon are bused home, leaving at 12:00 p.m. Students in the full-day kindergarten program ride the regular Shaker Lane bus routes to and from school with the rest of the Shaker Lane students. The transitional program provides for children who may not be developmentally ready to enter grade one.

At Shaker Lane we focus on creating a responsive and proactive environment for staff, students and families. At the core of our character education program is our H.E.A.R.T. philosophy. H.E.A.R.T. is an acronym for Honesty, Effort, Acceptance, Respect, and Take Responsibility, all character traits we promote in our students. As a school community, children and classrooms show H.E.A.R.T. by striving to display these values. The entire Shaker Lane community comes together at regular Community Meeting assemblies where staff and students engage in songs, skits and activities to promote the H.E.A.R.T. values. It is our goal to enable all children to be responsible and honest citizens.

The Shaker Lane School Council formulates the School Improvement Plan and to review the school's budget. The School Council continues to focus on five district goals:

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

RTI (Response to Intervention) continues to be a cornerstone our literacy program. This three-tiered intervention model was developed to ensure that each student received appropriate high quality instruction. Working collaboratively, teachers assess, monitor, and intervene based on each individual student's learning and **response to interventions**. All students in K-2 are assessed using the DIBELS (Dynamic Indicator of Early Literacy Skills) and placed in the appropriate intervention groups. Students are assessed three times yearly to determine if benchmarks have been met. All students K-2 receive instruction in our core program (*Treasures*) during the Tier I block. During a thirty-minute Tier II block, all students - those who are exceeding expectations, those who are meeting grade level benchmarks, and those who are struggling - receive instruction that is designed to meet their individual needs. Tier III is designed to provide services for students who require additional interventions. In September of 2014, six of our classrooms piloted a new reading program. Along with the Russell Street School, we are considering the adoption of this program, which is aligned to the Common Core.

In Mathematics we adopted the newest edition of ***Everyday Math***, which is aligned with the Common Core. ***Everyday Mathematics*** is a comprehensive Pre-K through 6th grade mathematics curriculum developed by the University of Chicago School Mathematics Project and published by McGraw-Hill Education. All students in grades T-2 continued to participate weekly in our Math Lab. Students used Symphony Math, Matific, XtraMath and other programs to enhance their math skills.

All staff were trained this year in ALICE. ALICE is a crisis training program that stands for Alert, Lockdown, Information, Counter and Evacuation. We feel that ALICE has improved the safety of our students and staff in our school. Professional development sessions were also held on

- Fostering Reading Fluency
- Creating Literacy Rubrics
- Common Core Writing
- Text Talk and vocabulary development
- Everyday Math Training
- Section 504

On-going Technology Professional development was held on Technology Integration, staff and student tool usage, as well as Applications during Professional Development time and during Technology Tuesdays (Tuesday professional development on Tuesdays before school). Many thanks to First Grade Teacher Nancy Marrese and Technology Assistant Julie Lord for facilitating these sessions. All K - 2 Classrooms equipped with Apple TVs and Document Cameras. MacBook Airs have been distributed to teaching staff for their professional usage. We have redesigned our computer lab, where students use desktop computers, Chromebooks and iPads. Including hardware Over 90% of our teaching staff use blogs to communicate with parents and the community.

All students at Shaker Lane are continuing to use iPads across the curriculum. We use our iPads in targeted skill-based small group instruction. The pairing of this technology has enhanced our instruction in all curriculum areas. Teachers can facilitate small groups of students at different levels, allowing for more opportunities for differentiation. iPads have been easily incorporated to the present "work station" format in our classrooms.

Structurally, we redesigned our Pre-School playground, including the purchase of new equipment. We also continued painting our hallways and classrooms, and with univent and rug replacement.

In June of 2014, Kathy Hibbard retired after teaching Physical Education at Shaker Lane for twenty-nine years. We will miss Kathy's dedication to her profession and to the children of Shaker Lane. In September of 2014 we welcomed Alexa Carlson as the new Physical Education Teacher at Shaker Lane and Russell Street Schools. Kelly Rodgers, the elementary Math and Science Specialist also left in June to pursue a career in administration. Pete Dallaire was hired as the new specialist in Math and Science.

In the spring of 2014, parents and community members once again had a chance to see and hear many of the artistic endeavors of our students at our annual Art Show under direction of our Art Teacher, Andrea Romano and at the Second Grade Spring Concert. Our Music Teacher, Marlee Roberts, does a tremendous job teaching our students appreciation for music and putting this concert together.

The foundation for a strong parent/school partnership is regular, open communication. We make every effort to keep parents and community informed about what's happening at school through our website, blogs, newsletters, news-paper articles, parent open houses, curriculum nights, parent/teacher conferences and other special events throughout the school year. We have a very strong base of volunteers at Shaker Lane and we are very grateful to them for all that they do. Children enjoy having the involvement of their parents in their day-to-day school life. Volunteer programs also provide a vehicle for strengthening the home school connection. Parents are encouraged to volunteer at Shaker Lane in a variety of different manners.

We are very fortunate to have a very dedicated group of parents working to support the students and staff of the Littleton School District. The annual Winterfest and Basket Raffle continues to be a big success, bringing together students, parents and staff for evening of fun. The Parent Teacher Association (PTA) supports the students, staff, parents and administrators at Shaker Lane financially, as well as by offering enriching activities and events for all to enjoy. Money raised by the PTA activities is used for a wide variety of activities such as cultural enrichment programs, author/illustrator weeks, classroom/school activities, field trips and materials and equipment that benefit our students.

The Shaker Lane staff and I continue to be very appreciative of the support that the Town of Littleton shows to Shaker Lane. We are very fortunate to work in a community where parents are involved in their child's education and are supportive of our efforts.

Respectfully Submitted,

Richard M. Faherty
Principal

Russell Street School Principal Report

The Russell Street School, serving students in grade three through five, is the second stage of the child's educational experience in Littleton. Providing a bridge between the primary school experience and middle school, RSS is committed to creating a rigorous academic environment while fostering the social and emotional growth of each child. Maintaining high levels of student engagement is also a primary focus. 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 approximately 350 students, we currently have six third grade, five fourth grade and four fifth grade classrooms with an average class size of approximately 25 students per classroom. The RSS team is comprised of a dedicated group of individuals, who include professional, support and service personnel to meet the needs of all of our students. We also work closely with the Concord Area Special Education Collaborative (CASE) and provide space for two classrooms of students in grades three through five.

The spring of 2014 was notable from a staffing perspective as the Russell Street community wished Kathy Hibbard farewell as she began her retirement after over 30 years of service to the Littleton Public Schools. Kathy touched the lives of countless students, families, and staff members and will be remembered for her positive spirit and love of teaching. Alexa Carlson was hired to fill the vacancy in the gym and she is off to a great start! Russell Street School also welcomed Angie Gresco, Carrie Maylott, and Mary Sanella to our team as they transferred from other schools in the district. Finally, Ellen Roane, Erin Collins, and Jennifer Barrett were all hired as teaching assistants and have been making an immediate impact on students.

The team at Russell Street School is committed to ongoing professional growth and providing a cutting-edge educational experience for each child. The fall of 2014 has given us the opportunity to begin addressing the goals of a new two-year School Improvement Plan. The action items in this plan are varied in nature and designed to improve the educational experience for our students. The RSS School Improvement Plan aligns with Littleton Public Schools Strategic Plan goals listed below:

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

The RSS team has implemented many new initiatives this year. Staff members have continued to use the new educator evaluation model. We have continued our Achieve3000 pilot and also begun a pilot of a new reading/writing curriculum. The faculty at RSS created a new standards-based report card to better assess and report progress to parents. Finally, we launched a school-wide implementation of the Responsive Classroom approach to help students build citizenship and conflict resolution skills. It was a busy year, but the RSS community pulled together. We're proud of the way these initiatives are impacting student learning each day.

The team at RSS utilizes assessment data to inform instructional decision-making and practices whenever possible. To this end, student MCAS data can be an important educational tool. It is our goal to move every child towards proficiency in his/her core academic subjects. Standardized assessments are one tool to gauge our success in this endeavor. We utilize a math intervention program to provide further instruction to students in grades four and five who scored below proficient on the math MCAS. Students identified through the use of MCAS data, receive targeted math instruction during school throughout the year to improve their math skills leading them to proficiency of the grade level math standards. Russell Street School has been designated a Level II school (with Level 1 being the highest designation). While our students still perform extremely well on state assessments, we are continuing to work on strategies to increase student achievement.

In our effort to continually improve instruction, our staff has been involved in implementing the Response to Intervention (RTI) model for reading. A three-tiered intervention model was developed to ensure that each student receives targeted, high quality instruction in identified areas of weakness. Our research based instruction focuses on the five major areas of reading (phonemic awareness, phonics, vocabulary, fluency, and comprehension). In this model, all students receive ninety minutes of instruction in our core program during the Tier I block. During a thirty-minute Tier II block, students needing more time and instruction are identified through reading assessments and teacher recommendations for further instruction in areas of need. Tier III instruction is designed to provide services for students who require additional interventions. Working collaboratively, teachers assess, monitor, and intervene based on each individual student's learning and response to interventions. Data collection is monitored throughout the year, to determine whether interventions are working for our students who demonstrate areas of weakness in any component of reading performance.

Children are celebrated at Russell Street School. We have high expectations of all members of our community as both academic learners and citizens. Standards for behavior and learning are set high, and students are provided the support necessary to find success and build confidence. We have a tremendous parent community who participates throughout our school in many ways and enriches the learning experiences of children. We strive to foster an atmosphere of mutual respect, tolerance, and optimism wherein each child can develop a positive self-image. Our focus on social development is fostered through our *Reach for the Stars* school wide program, which focuses on monthly themes that are taught at each grade level in all classrooms. The monthly themes provide teachers opportunities to use activities that instill the values that all children will need to become responsible citizens in their school and community. Monthly All-School Meetings provide an opportunity to celebrate students academically and socially. It is also a venue where children may showcase their many talents in front of the school community and take on leadership roles. We have also begun to offer social action projects for children at each grade level. It is our goal that children leave Russell Street School confident learners who understand the importance of playing an active role in their community.

We are extremely fortunate to have the support of an active Parent/Teacher Association at Russell Street School. This dedicated group of individuals works extremely hard to enrich the experience our students receive at school through funding a variety of projects and hosting spirit events. From Bingo Night to the Basket Raffle, the PTA is always hard at work planning a fun event for members of the RSS Community. They are also quick to financially support our educators with enrichment materials and fun enrichment programming for students such as visits from the Boston Museum of Science or Potato Hill Poetry. We value a well-rounded educational experience for the children of Russell Street School, and the PTA plays a major role in helping us make this a reality.

We realize the importance of the role technology plays in providing students with the 21st century skills they will need to be successful in life and career. Russell Street School is fortunate to be equipped with interactive white boards and mounted LCD projectors in each classroom. Both wired and wireless networks

provide Internet access throughout the entire school. This year we continued to add to our Chrome Book inventory for student and teacher use in classrooms. Moving forward we will be looking to upgrade the student computer lab, and continue to add more mobile devices for students that can be used in the instructional setting.

As educators, we are extremely lucky to work in Littleton. On behalf of the entire team at Russell Street School, I would like to extend our most sincere thanks to our parents, the greater community, our LPS colleagues, and our School Committee. We are ever cognizant that Russell Street is just one stop for a child on a much larger educational journey, and it is when we work effectively together that we can provide the most powerful educational experiences for the children of Littleton.

Respectfully,

Scott R. Bazydlo
Principal

Middle School Principal Report

The Littleton Middle School community is made up of approximately 380 students in grades six, seven and eight; 50 staff members; a hardworking PTA and School Council; numerous volunteers; supportive parents; and a community that is dedicated to providing our students with a quality public school education. The life of a young adolescent is filled with an enormous amount of educational, social, and emotional growth. Together, we continue to provide our students with a wide variety of rigorous, high quality educational experiences that will prepare them to be lifelong learners and productive, responsible citizens in an emerging global society.

LMS is a õteammedö middle school. Each grade level consists of one teacher in each of the following subject areas: English/Language Arts, Math, Science, Social Studies, World Language, and Special Education. Our Unified Arts team is made up of teachers in the following subjects: Band, Chorus, General Music, Library, Computers, Art, Physical Education and Health. As a result of this concept, teams are provided with common planning time, which is used in a variety of ways including designing interdisciplinary lessons, coordinating grade level activities, and discussing the individual and collective needs of their students. Our students benefit greatly from this model as it provides each of them with a core group of adults that forms a small learning community within the larger school community.

Over all, our students continue to demonstrate academic strengths and growth in all of the major content areas. Our MCAS results remain strong and our students continue to demonstrate their knowledge and abilities in a variety of ways including: traditional assessments, project-based learning, interdisciplinary units, technology integration, and authentic application.

In addition to the core academic subjects, students are provided with a number of additional opportunities to expand upon and demonstrate their academic knowledge and skills such as: All-School Geography Bee, Virtual High School, Science Fair, and our first All-School Spelling Bee in February of 2014.

At LMS, we recognize the importance of educating the õwhole child.ö In addition to our core and unified arts curricula, we provide our students with a wide variety of learning experiences that allow them to develop and apply new or developing knowledge and skills in areas such as:

- Interscholastic sports: field hockey, soccer, basketball, track, softball, baseball, and cheerleading.

- Intramural sports
- After school clubs: Engineering Club, Art Club, Best Buddies, Health Club, Community Service Club, Student Council, National Junior Honor Society, School Magazine, a Musical and Play.
- Art Show
- Talent Show
- Concerts
- Nature& Classroom (grade 6)
- Washington D.C. Trip (grade 8)
- Variety of curriculum related field trips

At the middle school we provide a variety of opportunities for students to become active and supportive members of their school and local communities. Student organizations such as the Community Service Club, Health Club, Student Council, and National Junior Honor Society just to name a few, have been responsible for numerous community service projects already this year. It is important to mention that many middle school staff members also organize community support programs in addition to those sponsored by individual student groups. This collective focus on community service is another important component of educating the whole child. Some examples of the great work done this past year are:

- Coats for Kids
- Giving Tree
- Trick or-Treat for Unicef
- Boo Grams for Unicef
- Turkey Trot food drive
- Loaves and Fishes Food Pantry food drive
- Toys for Tots
- Helping Hands
- Recycling initiatives
- Pennies for Patients
- Relay for Life

The LMS science team has been participating in a curriculum review process with the following goal: To execute a comprehensive review of the MS Science program resulting in the selection, development and implementation of a new program and/or materials which include web-based products and mobile technology capability. This process has included an assessment of our current program and practices, a review of high performing MA programs, and a research based review of best practices and programs. As a result, the department purchasing Probeware packages for all three grades. Currently, the department is beginning a pilot for E-Science 3000, which is a web-based program that provides differentiated learning materials and assessments that are connected to the MA frameworks.

The LMS ELA team has also been participating in a curriculum review process with the following goal: The LMS ELA department will develop a unified 6-8 approach to teaching and assessing students' abilities to meet the Language Standards & CCR Anchor Standards as outlined in the Massachusetts Curriculum Framework for English Language Arts and Literacy. This process has included an assessment of our current program and practices, a review of high performing MA programs, and a research based review of best practices and programs. The team is currently developing/updating grade level syllabi using an agreed upon template, developing/updating grade level reading lists and writing rubrics, and pursuing the possibility of piloting a new anthology series.

In the Fall of 2014, we began to pilot a new assessment called NWEA MAP Assessments (Northwest Evaluation Association ó Measures of Academic Progress). These are web-based assessments that students

take on a computer/chrome book to help us determine the child's instructional level and to measure academic growth throughout the school year. MAP tests are unique in that they adapt to be appropriate for each child's level of learning. As a result, each student has the same opportunity to succeed and maintain a positive attitude toward testing. MAP allows us to administer each assessment in one session and use less class time while still receiving detailed, accurate information about each child's growth. Unlike other assessments, NWEA assessments yield fast results and allow teachers and administrators to access a variety of reports within 24 hours of completing the assessment. MAP reports scores as norm-referenced, achievement, and growth, providing different perspectives on an individual student's progress from a single test event. Students take MAP assessments three times per school year in Reading, Language, Math, and Science. The results of these assessments will be used in a variety of ways including informing teacher instruction, intervention programming and placement, 7th & 8th grade mathematics placement, as well as programming and placement for advanced learners.

The LMS Faculty has been busy redesigning our advisory model to be more reflective of our community and to provide our students with a more authentic program. A design team led by faculty members worked during the spring and summer of 2014 to plan the development and implementation of an upgraded model. In the Fall of 2014 the entire LMS staff worked during faculty meeting and professional development time to design lessons and activities for our improved advisory model. This program is part of our on going efforts to foster and maintain a school environment that is inclusive, supportive, and enjoyable for all.

During the Spring and Fall of 2014 LMS, like the other schools in our district, implemented a new safety program named A.L.I.C.E. We held staff trainings, student trainings, and a school wide drill to be sure that our entire internal community has a clear understanding of the new protocols. We had a successful first drill and anticipate reviewing and practicing these new protocols on a consistent basis.

We were very proud to have hosted for the third year in a row, over thirty local veterans for our All-School Veteran's Day Program. This was organized by the Social Studies Department and included a luncheon for Veterans and a school assembly with honored guest, faculty, and student speakers.

We continue to focus on integrating technology in our classrooms and within our school environment overall. We currently have 3 Chromebook carts (one per grade level team), which have 30 chromebooks each. These devices combined with our two ipad carts, classroom computers, two computer labs and Bring Your Own Device (BYOD) Program allow us to provide students with a learning environment that is more customized to their needs and reflective of the world they live in and will work in. Our teachers are using many other innovative technological tools in and outside of the classrooms as well such as YouTube, Khan Academy, Flipped Classroom techniques, Apple TVs, SMART boards, QR codes linked to teacher websites, SMART student response system, Moodle online classroom, Wikispace discussion forums, digital balances, and a variety of content specific web based programs and products.

The LMS School Council has been instrumental in assisting me and the faculty with the development of our new school improvement plan. This group will continue to guide and monitor the progress made in our school improvement goal areas, will be charged with updating our school handbooks, and will provide valuable input as budgetary decisions are made throughout the year. I am very thankful to have such a dedicated group of people serving on this team.

The middle school benefits greatly from a community that values and supports the education of our up and coming community members. Without organizations such as the PTA, LEF, LCC, SEPAC, and Rotary, we would not be able to provide the same quality programs and/or materials that we do now. Our students also benefit greatly from various types of volunteers who provide math support, help out in the library, chaperone field trips, and work with after school clubs and teams. By serving on School Committee, School Council, PTA, SEPAC, the LMS Character Education Committee, participating in public meetings,

or working behind the scenes on any number of school related programs, parents and community members serve as role models for our students and provide authentic examples of how adults can be active and supportive members of their community. We value our current relationships with various stakeholders within the local community and look forward to developing new relationships as well.

As I reflect on this past school year, I am proud of the efforts and accomplishments of our students and staff. The LPS vision statement tells us that “the community will continue to be an active and contributing partner in the education and schooling of each child” and that the “partnership of students, teachers, support staff, administrators, and the community, excelling at what they do and acting with strong conviction and deep commitment, will bring about a higher quality education in Littleton.” I believe that in many ways these statements are reflective of who we are as a community. It is my hope that we can continue to work together in the best interest of all of our students and provide them with the highest quality education possible that includes the development of a deep-rooted sense of belonging. Littleton Middle School is a special place in a wonderful community.

Respectfully submitted,

Mark W. Branco, Ed.D.
Principal

Littleton High School Principal Report

As we reflect upon 2014, we see that Littleton High School experienced another active year full of student accomplishments in academics, arts, and athletics. Consistent with our mission, we maintain a safe, caring, supportive, and academically challenging community that cultivates and models respect, responsibility, integrity, accountability, perseverance, and teamwork. We recognize and appreciate our talented faculty, motivated students, supportive parents and community members who keep Littleton High School a vibrant and thriving learning environment.

As part of the ongoing accreditation follow-up process, Littleton High School submitted a special progress update to the NEAS&C (New England Association of Schools & Colleges) on October 1, 2014. In response to NEAS&C recommendations, we developed school-wide rubrics for our social and civic learning expectations. A team of teachers met to refine the rubrics over the course of three months and then presented the rubrics for review by the School Council, School Leadership Team, and entire faculty. The Council, Leadership Team, and Faculty endorsed and approved the rubrics for assessment of our social and civic expectations. These expectations are listed below:

- *Respect and understand diversity and different perspectives*
- *Become active participants in their school community*
- *Understand the rights and responsibilities of citizenship*
- *Make positive contributions through community service and civic participation*

In line with NEAS&C recommendations, we also described our progress with implementing rubrics for the school’s academic expectations. An excerpt of the progress update that we submitted to NEAS&C is noted below:

“Littleton High School has distributed the school-wide rubrics for academic expectations to all classroom teachers. All teachers have them and know that they should use them in assessing the school’s academic expectations:

- *Develop and apply critical thinking and problem solving skills*

- *Work independently and collaboratively to accomplish goals*
- *Use technology skills as they research and communicate their learning*
- *Exhibit and employ observation, interpretation, and imagination within the arts*
- *Apply knowledge and skills to contemporary and global issues*
- *Demonstrate creativity and innovation*
- *Engage in activities that promote physical fitness and personal health*
- *Demonstrate clear and effective reading, writing, speaking, and listening skills*

öDuring the 2014-2015 school year, Littleton High School grade nine students will begin documenting their progress with the above academic expectations and corresponding rubrics. This documentation and tracking of work with academic expectations and rubrics will continue throughout their high school experienceí ö

Along with our continual steps in the accreditation process, we made some significant advancement in a variety of areas in 2014:

- Adopted new security protocols according to the A.L.I.C.E. model (Alert, Lockdown, Inform, Counter, Evacuate)
- Introduced the öflipped classroomö instructional model in Biology courses
- Expanded use of *Chromebooks* and flat panel displays in classrooms for research projects, instructional lessons, formal presentations, and collaborative activities
- Launched new *Exploring Computer Science* Course in partnership with *Code.org*
- Overhauled our Engineering courses with new instructor
- Integrated new monthly advisory periods into our schedule
- Continued implementation of new site-based professional development model
- Continued development of mandated *District Determined Measures*
- Revised our Community Service Handbook
- Piloted PARCC (Partnership for the Assessment of Readiness for College and Careers)
- Enhanced use of the student information system for parent and student online course requests and selections

As we continue to build upon our strengths, we also seek ways to innovate, refine, and improve our school culture and operation.

You will see among the following seasonal highlights from 2014 that Littleton High School is a strong school with engaged students and abundant student accomplishments to celebrate.

Winter 2014

Our winter Professional Development offerings included sessions devoted to the *Aspen* student information system, MacBook Air operation, PARCC preparation, math curriculum review, vocabulary development, chemistry curriculum updates, English language Arts course enrollment process, instructional technology, *Fitnessgram 10*, vector graphics, and öhistorical thinking.ö

Administrators and staff from across the Littleton Public Schools participated in special A.L.I.C.E. (Alert, Lockdown, Inform, Counter, Evacuate) security trainings during the school day at Littleton High School on January 7th and 8th. We thoroughly changed our security protocols and drills after taking this training.

Digital Media Design students finished first in a nationwide *Project Purple* video contest sponsored by the *Herren Project*, a substance abuse prevention program.

Students enjoyed the fourth annual Winter Semi-Formal at Devens Common Center on January 10, 2014.

We hosted an evening Principal's Roundtable for parents on January 27th in the LHS Library. Our discussion focused on our Program of Studies and future course offerings.

School Counselors hosted an informative and well attended evening meeting about the college application and admissions process on February 4th.

Littleton High School was named a 2013 Commendation School in a February 7, 2014 letter from the Massachusetts Commissioner of Elementary and Secondary Education Mitchell Chester. We were among only 48 schools across the Commonwealth in 2013 that the Department of Elementary and Secondary Education recognized for high achievement, high progress, and/or narrowing proficiency gaps.

The Town-wide Band Concert was held on Thursday, February 13 at 6 p.m. in the Performing Arts Center. It was followed by an ice-cream social in the cafeteria.

The traditional LHS Spirit Week was held the week of March 3rd. The entire school community especially enjoyed a fun and well-played Student-Faculty Basketball game among a number of exciting activities.

We administered the Emerson Youth Risk Behavior Survey on March 10th during an extended advisory period.

The NHS led by their advisors, Mrs. Sarah Berlinger and Mrs. Danica Johnston, organized a successful Blood Drive on March 13th.

Sixty-six students took the National Latin Exam on March 13th. Thirty-one students received special recognitions for their outstanding performance.

The annual Junior Class Silent Auction was held on March 19th.

Departments presented their annual revisions to the Program of Studies in March and the Guidance Department launched a new online course request/selection process for 2014-2015 school year.

The Winter sports season featured a number of notable events. The **Boys Basketball team** enjoyed another successful season and qualified for the MIAA tournament. The Girls Basketball team was crowned Mid-Wach League Champions and qualified for the MIAA tournament. The Ice Hockey team had a strong season and qualified for the MIAA tournament. The **Boys and Girls Indoor Track teams** completed a seventh season as a varsity program and both teams won their first ever League Championships. LHS extended special congratulations to Spanish teacher and Track Coach Mrs. Margo Gillen who was named Indoor Track Coach of the Year by the Lowell Sun.

Spring 2013

The high-stakes MCAS exams were administered between March and June. Ninety-nine percent of the participating students scored proficient or advanced in English language arts. Ninety-eight percent of our participating students scored proficient or advanced in math. Ninety-six percent of our participating students scored proficient or advanced in science. The faculty continues to do an excellent job of examining student results and making any necessary instructional adjustments.

The fifth annual LHS College Fair during the evening of March 25 included an array of college admission representatives to appeal to the varied interests of LHS students.

LHS hosted a special luncheon for Littleton senior citizens and the Council on Aging on April 7. The event featured music and songs performed by the LHS Band and Chorus.

The Littleton High School Math Team along with their advisor, Kelly Ogden, returned to the Merrimack College Math Contest as defending champs in the first week of April. At the end of the meet, the team placed 1st in the high school division, and 2nd overall, beating three college level teams.

This year's spring drama production ran April 11 through April 13 and featured the Shakespearean comedy, "Much Ado About Nothing."

As part of a senior project and with the support and guidance of School Resource Officer/Detective Pablo Fernandez and Assistant Principal Cheryl Temple, senior Nicole Patterson worked hard to coordinate events to prevent drunk driving and promote safe driving.

LHS featured Driving Safety and Anti-Bullying programs on Tuesday, April 15. While freshmen and sophomores attended an afternoon anti-bullying presentation in the Auditorium, juniors and seniors gathered outside to watch the Littleton Police and Fire Department stage a mock car accident scene and emergency response in the parking lot.

In addition, LHS held an All-School assembly on Wednesday, April 16 that featured guest speakers who made presentations to students about Driving Safety, Drunk Driving, and Making Healthy and Safe Decisions.

As part of reinforcing newly adopted security protocols, School Resource Officer/Littleton Police Detective Pablo Fernandez, the Littleton Police Department, and trained faculty/administrators helped facilitate various safety scenarios during an Early Release Day on April 17.

The Junior/Senior Prom was held on May 2nd at Gibbet Hill.

The band and chorus performed at the annual spring concert on May 6.

We administered the PARCC (Partnership for the Assessment of Readiness for College and Careers) Field Tests for English I on May 6 and Algebra II on May 7.

Traditional senior events and spring banquets dominated our evening calendar in May. The seniors took their traditional final trip together on May 30th.

Mrs. Elizabeth Kelley, Latin Teacher/World Language 6-12 Coordinator, was named the 2014 LHS Teacher of Year at our May Awards Night.

The Humanitarian Club sponsored the May *Relay for Life* and raised tens of thousands for cancer research. Ms. Susan Harvey, history teacher and club advisor, was once again instrumental in the planning and fundraising success.

The Baseball team repeated as Mid-Wach D Champions, qualified for the MIAA Tournament, and finished 20-1. Girls Softball qualified for the MIAA Tournament. 2014 marked the fifth year for the **Girls' Varsity Lacrosse team and they qualified for the MIAA Tournament and finished 14-6**. The

Boys Lacrosse team in its sixth year as a varsity program qualified for MIAA Tournament, and achieved a record of 12-8. Several outdoor track athletes competed at the district level. The Girls Outdoor Track team completed a 7-0 season and repeated as Mid-Wach D Champions.

The Littleton High School graduation took place on Alumni Field on June 6th. We are once again grateful to the Littleton Scholarship Trust for awarding generous college scholarships to graduating seniors and alumni.

Summer 2014

This year, due to the generosity of the M.H. Kimball Fund, we purchased texts, online subscriptions, and instructional resources for our Biology program. We also were able purchase *Chromebooks* for the History/Social Science department with the support of the M.H. Kimball Fund. Our students now share thirty *Chromebooks* to research and analyze primary sources and access hundreds of databases. The educational texts, instructional resources, and technology tools purchased with M.H. Kimball funds are providing tremendous benefits to our academic program and student learning.

The summer brought our customary transitions with staff and students. Again, we expressed best wishes to the faculty and education assistants who left, and offered a warm welcome to our new staff. Mr. Eugene Schultz, history/social science teacher, Ms. Wendy Sanford, science teacher, and Ms. Maureen McMahon, school psychologist, as well as three long-term substitutes and a few new special education assistants joined our faculty and our commitment to caring, teaching, and learning. We also welcomed the return of Dr. Tracy Turner who serves as coordinator and lead teacher of our new Special Education Program.

Our welcome breakfast and orientation for freshman and new students was held on August 27th. Assistant Principal Cheryl Temple did another fantastic job organizing all the student volunteers and helping the students feel welcome and more comfortable with their new school. The day included a tour of the campus, a student panel presentation, and a forum led by counselors, administrators and the athletic director. Littleton Rotary demonstrated their generosity once again by donating t-shirts for all the new students and volunteers. There are currently 106 students in the Class of 2018.

Fall 2014

Dedicated to continuous improvement, we planned this fall to build upon our accomplishments with some important goals for the 2014-2015 school year: the further development and adoption of an Advisory curriculum; an extensive review and update of our instructional technology plans; the continued implementation of rubrics for our school-wide learning expectations; an inquiry into the development and documentation of student research skills; overall enhancement of our formative and summative assessments; and, a revival of our LHS bell schedule study group.

We made another comprehensive presentation to the School Committee in September about the results of our Advanced Placement (AP) Program. Seventy-four students took 141 AP (Advanced Placement) exams in May. Littleton High School had seven students named AP scholars based on receiving a grade of 3 or higher on three or more AP exams. Seven students received recognition as AP Scholars with Honor based on an average grade of at least 3.25 on all AP exams taken, and grades of 3 or higher on four or more of these exams. Nine students received recognition as an AP Scholar with Distinction because of an average grade of at least 3.5 on all AP exams taken, and grades of 3 or higher on five or more of these exams. LHS had a total of 23 AP Scholars in 2014.

LHS hosted the Littleton, Colorado High School Band and staff for a special school visit on September 5th.

The Littleton High School Band from Colorado and the Littleton High School Band from New Hampshire joined our Marching Band and participated in the 300th Anniversary Parade on a sweltering September 6th.

Littleton families and the High School also welcomed and hosted over 20 students from Burgos, Spain from August 28th to September 16th.

September Professional Development activities focused on the mandated DDMs (District Determined Measures).

As already mentioned, LHS submitted its Progress Report for continued accreditation to NEAS&C (New England Association of Schools & Colleges) on October 1st. We received commendations and a follow-up notice of continued accreditation in December 2014.

Littleton High School was again named a Commendation School with an October 2, 2014 letter from the Massachusetts Commissioner of Elementary and Secondary Education Mitchell Chester. We were among only 42 schools from across the Commonwealth in 2014 that the Department of Elementary and Secondary Education recognized for high achievement, high progress, and/or narrowing proficiency gaps.

The Littleton Student Council revived the Homecoming Dance with large and enthusiastic student participation on October 18.

Our Back to School Night was held on September 18th and Parent/Teacher Conferences were held on October 23rd.

A large number of students and parents continued the outstanding tradition of active participation in the Fundraising Drive for the Littleton Scholarship Trust. We are grateful to the Trust and Community members for the generous college scholarships that benefit so many of our students.

Our Band hosted an enjoyable Sweets & Suites Music event on November 6th.

The National Honor Society inducted 29 members on November 10th.

LHS and LMS students delivered outstanding performances in the musical "The Mystery of Edwin Drood" from December 5-7.

The LHS Band and Chorus showcased their talents once again at the annual Winter Concert on December 16.

Littleton High School Fall Athletic teams completed another successful season. Boys Soccer Team qualified for MIAA Tournament. Our Cross-Country team continued to grow with increased participants and improved performances in their fourth season. The Girls Soccer Team qualified for the MIAA Tournament, and won the Mid-Wach C Championship. The Golf team enjoyed another successful season and finished 12-4. The Girls Varsity Field Hockey team finished 12-5-2 and once again qualified for the MIAA Tournament.

The Varsity Football team enjoyed another historic season by finishing with an 11-2 record and playing in the State Football Championship at Gillette Stadium for the second straight year. The team also won the annual Thanksgiving Day Football Game, the Mid-Wach D Championship, and Central Massachusetts Championship.

Massachusetts Secretary of Education, Dr. Matthew Malone, visited Littleton High School on December

2nd. While touring the campus, he observed activities in the library, fitness room, computer science lab, and art room, and met students in math, science, English, history, and Spanish classes. He took time to speak with students and teachers and experience a typical day at Littleton High School.

The Secretary was very enthusiastic about his visit, and complimented our school facilities, students, and teachers:

"I was very impressed with my visit to Littleton High School. There was 100 percent engagement in every room I saw during my tour. Interactive collaboration between students and teachers and the hands-on learning being practiced is an excellent example of why Littleton High is so successful."

In closing, we express our continual gratitude for the service of all our School Council members who gather each month to discuss and make plans for continuous improvement in key areas: Curriculum, Instruction, Assessment, Professional Development, Community/Communication, Climate/Culture, and Technology. We are also much appreciative of the PTA (Parent Teacher Association), LEF (Littleton Education Foundation), LABA (Littleton Athletic Booster Association), and Littleton Music Boosters who continue their generous support of initiatives at LHS.

As always, we appreciate the support of our community in making Littleton High School a great place to learn, grow, and prepare for life beyond school.

Respectfully submitted,

John M. Harrington, Ed.D.
Principal

ENROLLMENT BY GRADES

- OCTOBER 1, 2014

Grade	Boys	Girls	Total
PreK	34	36	70
K	61	56	117
T	10	8	18
1	62	62	124
2	54	54	108
3	52	70	122
4	64	59	123
5	55	51	106
6	50	71	121
7	58	74	132
8	48	64	112
9	53	53	106
10	68	54	122
11	53	58	111
12	49	56	105
TOTALS	771	826	1597

Ten-Year History – Enrollment

Year	Total Enrollment October 1	Number Increase/Decrease	Percent Increase/Decrease
2005	1,588	+42	+2.7
2006	1,555	-33	-2.1
2007	1,610	+55	+3.5
2008	1,652	+42	+2.6
2009	1,607	-45	-2.7
2010	1,586	-21	-1.3
2011	1,610	+24	+1.5
2012	1,581	-29	-1.8
2013	1,587	+6	+0.3
2014	1,600	+13	+0.8

Number of School Choice (non-resident) students attending Littleton Public Schools: 74

Number of Littleton Students attending Nashoba Valley Technical School: 31

Students from Littleton attending special classes in out of district schools: 37

Enrollment (2013-2014)

	District	State
Total Count	1,584	955,739
Race/Ethnicity (%)		
African American or Black	2.2	8.7
Asian	4.2	6.1
Hispanic or Latino	1.5	17.0
Multi-race, Non-Hispanic	1.3	2.9
Native American	0.3	0.2
Native Hawaiian or Pacific Islander	0.6	0.1
White	89.9	64.9
Gender (%)		
Male	48.3	51.2
Female	51.7	48.8
Selected Populations (%)		
English Language Learner	0.5	7.9
Low-Income	9.3	38.3
Students w/Disabilities	22.6	17.0
First Language Not English	1.7	17.8

Educator Data (2013-2014)

	District	State
Total # of Teachers	111.0	70,489.3
Percentage of Teachers Licensed in Teaching Assignment	99.4	97.6
Total Number of Classes in Core Academic Areas	494	351,065
Percentage of Core Academic Classes Taught by Teachers Who are Highly Qualified	100.0	95.5
Percentage of Core Academic Classes Taught by Teachers Who are Not Highly Qualified	0.0	4.5
Student/Teacher Ratio	14.2 to 1	13.6 to 1
Percentage of Public Elementary and Secondary School Teachers Issued Waivers	0.0	0.5

Grades Offered:

	All Schools	High Poverty Schools	Low Poverty Schools
Percentage of Teachers Licensed in Teaching Assignment	99.4	-	99.4
Percentage of Core Academic Classes Taught by Teachers Who are Highly Qualified	100.0	-	100.0
Percentage of Core Academic Classes Taught by Teachers Who are Not Highly Qualified	0.0	-	0.0

PK, K, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12

Educator Quality Data for High Poverty and Low Poverty Littleton Public Schools

School	Highly Qualified %	Not Highly Qualified %	Licensed %
Low Poverty			
Littleton High School	100.0	0.0	99.3
Littleton Middle School	100.0	0.0	98.4
Russell St Elementary	100.0	0.0	100.0
Shaker Lane Elementary	100.0	0.0	100.0

TOWN CLERK

Vital Statistics

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 Reports. This will help to protect the privacy of the individuals as well as help to curb identity theft. We will maintain the lists of names and dates in the Office of the Town Clerk for anyone interested in reviewing them. The following statistics are filings in the Town:

Number of Births: 82

Number of Marriages: 33

Number of Deaths: 86

Dogs Licensed in 2014: 700 (Unlicensed over 600)

Population: 9169

Registered Voters: 6244

Non-Voters: 2925

ANNUAL TOWN ELECTION LITTLETON, MASSACHUSETTS MAY 10, 2014

MODERATOR

One Year Term

VOTE FOR ONE

TIMOTHY D GODDARD

1352

62 Edsel Rd

Candidate for Re-Election

Blanks/Write ins

287

CEMETERY COMMISSIONER

Three Year Term

VOTE FOR ONE

JANET F SULLIVAN

1231

7 Robinwood Rd

Candidate for Re-Election

Blanks/Write-ins

408

PARK & RECREATION COMMISSIONER

Three Year Term

VOTE FOR ONE

IVAN PAGACIK

1236

123 Whitcomb Ave

Blanks/Write-ins

403

BOARD OF SELECTMEN

Three Year Term

VOTE FOR TWO

JAMES F KARR

1010

12 Elizabeth St

Candidate for Re-Election

MELISSA A HEBERT

1164

29 Grove Rd

ELECTRIC LIGHT COMMISSIONER

Three Year Term

VOTE FOR ONE

THOMAS C RAUKER

1249

148 Russell St

Candidate for Re-Election

Blanks/Write-ins

390

PLANNING BOARD

Five Year Term

VOTE FOR ONE

PETER J SCOTT

825

5 Scott Rd

Candidate for Re-Election

JANET E LAVIGNE

706

66 Hartwell Ave

Blanks/Write-ins

108

(Write-in)

CHRISTOPHER M SIMONE

691

93 Whitcomb Ave

Blanks/Write-ins

413

BOARD OF ASSESSORS

Three Year Term

VOTE FOR ONE

FREDERICK J FREUND

1214

45 Birch Rd

Candidate for Re-Election

(Write-In)

(Write-In)

BOARD OF HEALTH

Three Year Term

VOTE FOR TWO

GINO P FRATTALLONE

915

26 Harwood Ave

Candidate for Re-Election

CECILE P MENARD

798

40 New Estate Rd

BRADLEY C MITCHELL

876

41 Harwood Ave

Blanks/Write-ins

689

(Write-In)

BOARD OF HEALTH

Two Year Term

VOTE FOR ONE

WILLIAM THOMAS COLE

1167

573 King St

Candidate for Re-Election

Blanks/Write-ins

471

(Write-In)

HOUSING AUTHORITY

One Year Term

VOTE FOR ONE

BARBARA J MCRAE

1255

14 Coughlin Rd

Blanks/Write-ins

384

(Write-In)

LIBRARY TRUSTEE

Three Year Term

VOTE FOR TWO

PETER CHURCH

832

9 Elmwood Rd

LYNN C PROTASOWICKI

771

6 Crestview Rd

TRYPHENA REIDY

637

4 Beaver Brook Rd

Blanks/Write-ins

1038

(Write-In)

LIBRARY TRUSTEE

One Year Term

VOTE FOR TWO

DAVID L SILL

1188

53 Washington Dr

HEIDI MONTANARI

9

(Write-in)

TRYPHENA REIDY

17

(Write-In)

Blanks/All other Write-ins

2064

SCHOOL COMMITTEE

Three Year Term

VOTE FOR TWO

DARYL KENT BAKER

968

71 Grist Mill

Candidate for Re-Election

ALEXANDER D PRATT

1055

36 Birch Rd

Candidate for Re-Election

ROBERT L MALNATI

701

147 King St #107

Blanks/Write-ins

554

TRUST FUND COMMISSIONER

Three Year Term

VOTE FOR ONE

RICHARD W HOOLE

1242

7 Uplands Rd

Candidate for Re-Election

Blanks/Write-ins

435

WATER COMMISSIONER

Three Year Term

VOTE FOR ONE

THOMAS C RAUKER

1242

148 Russell St

Candidate for Re-Election

Blanks/Write-ins

397

QUESTION 1:

Shall the Town of Littleton accept the Community Preservation Act pursuant to §3(b½) of chapter 44B of the General Laws, as approved by the November 4, 2013 Special Town Meeting, a summary of which

appears below?

YES 891 NO 555 BLANKS 193

Summary: The Town has accepted Sections 3 to 7, inclusive, of Chapter 44B of the General Laws, commonly known as the Community Preservation Act, by its votes at the May 12, 2007 and May 11, 2013 Annual Town Elections. Pursuant to these votes, there is a 1 percent (1%) surcharge on the annual tax levy for all classes of real property, with exemptions for the first \$100,000 of value of class one residential, class three commercial property and class four industrial property as defined in MGL Chapter 59, section 2A, and for property owned and occupied as a domicile by any person who qualifies for low income housing or low or moderate income senior housing in the Town, as defined in Section 2 of said Act.

This ballot question proposes to reauthorize the surcharge of 1 percent (1%) and the exemptions previously approved under MGL Chapter 44B, section 3, and to further approve appropriation to the Community Preservation Fund of additional municipal revenues pursuant to Section 3(b1/2) of Chapter 44B up to 2 percent (2%) of the taxes assessed annually on real property, effective for fiscal years beginning on or after July 1, 2014.

The question is approved and the Town's acceptance of the Community Preservation Act is amended if a majority of the voters voting on the ballot question vote "yes."

TOTAL VOTES CAST: 1639

TOTAL REGISTERED VOTERS: 6159

27% Registered Voters Cast Ballots

Respectfully Submitted
Diane Crory, Town Clerk

**MONDAY, MAY 5, 2014 at 7:30 PM
SPECIAL TOWN MEETING
TOWN OF LITTLETON**

Before the start of the Articles of the Special Town Meeting body Town Moderator, Timothy Goddard, explained a "Procedural Motion" that would need to be taken based on the new requirements by the DOR and Bond Council. It was moved and seconded that the Town vote, pursuant to M.G.L. C.39,§15, that where a two-thirds vote is required by statute, the Moderator may declare a unanimous vote to be a two-thirds vote without taking a count, and that such a vote shall be recorded as a two-thirds vote in the records by the Clerk, said motion was unanimously voted and passed for the Special Town Meeting.

Town Moderator, Timothy Goddard called the Special Town Meeting to order at 7:30PM in the Charles Forbes Kaye Gymnasium at the Littleton Middle School 55 Russell St. Littleton

ARTICLE 1 BILLS OF PRIOR YEARS *[9/10ths vote required]*

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

No affirmative action taken, with no unpaid bills from prior fiscal years.

ARTICLE 2 FY 2014 LINE ITEM TRANSFERS

To see if the Town will vote to amend the FY 2014 Operating Budget, as adopted under Article 4 of the May 6, 2013 Annual Town Meeting and amended by Article 3 of the November 4, 2013 Special Town Meeting, by adjusting budget line items, or to take any other action in relation thereto.

Ayes have it motion carries, declared a vote to amend the FY 2014 Operating Budget, as adopted under Article 4 of the May 6, 2013 Annual Town Meeting and amended by Article 3 of the November 4, 2013 Special Town Meeting, by adjusting budget line items as follows:

Budget	Line Item	FY13 Budget	Adjustment	FY13 Adjusted Legal-Expenses
151	\$175,000	\$35,000	\$210,000	
General Insurance	193	\$340,000	(35,000)	\$305,000
Total Budget Appropriated		\$34,362,627	\$0	\$34,362,627

ARTICLE 3 DEP SUSTAINABLE WATER MANAGEMENT INITIAVE

To see if the Town will vote to transfer a sum or sums of money from Water Enterprise Fund Undesignated Fund Balance for the purpose of funding a reimbursable grant from the Massachusetts Department of Environmental Protection's Sustainable Water Management Initiative to the Littleton Water Department to "Maximize Sustainable Water Management by Minimizing the Cost of Meeting Human and Ecological Water Needs" or to take any other action in relation thereto

Ayes have it motion carries, passes by necessary majority, so declared a vote that the Town will transfer \$95,822 from Water Enterprise Fund Undesignated Fund Balance for the purpose of funding a reimbursable grant from the Massachusetts Department of Environmental Protection's Sustainable Water Management Initiative to the Littleton Water Department to "Maximize Sustainable Water Management by Minimizing the Cost of Meeting Human and Ecological Water Needs".

ARTICLE 4 BETTERMENT – ROUTE 495 BRIDGE CROSSING/GREAT ROAD/ROUTE 119

To see if the Town will vote to transfer from Water Enterprise Fund Undesignated Fund Balance and/or authorize the Treasurer, with the approval of the Board of Selectmen, to borrow \$870,000 under and pursuant to Chapter 44, Section 8(5) of the General Laws, or pursuant to any other enabling authority, and to issue bonds and notes therefor, for the purpose of extending Town water service and appurtenances from its current location on the westerly side of Route 495 at Great Road/Route 119 to the easterly side of Route 495 at Great Road/Route 119 at a connection point with existing water main; and to authorize the Town to recover the full cost of such improvements, with interest, through the assessment of betterments on properties benefited thereby and/or by an agreement for funding with the owner(s) of one or more of the properties benefitted thereby, or otherwise as authorized by law.

Motion carries, declared a unanimous vote with the casting of a specimen ballot

It was moved and seconded and unanimously voted that the Special Town Meeting be dissolved and return to the business of the Annual Town Meeting at 7:44PM.

Respectfully Submitted

Diane Crory
Town Clerk

ANNUAL TOWN MEETING

MONDAY, MAY 5, 2014 at 7:00 PM
ANNUAL TOWN MEETING
TOWN OF LITTLETON

Town Moderator, Timothy Goddard, called the Annual Town Meeting to order at 7:00PM in the Charles Forbes Kaye Gymnasium at the Littleton Middle School 55 Russell St. Littleton with the reading of Return of Warrant. There was a Recognition of Board of Health Member Peter Cassinari for his 48 years of service to the Town as a member of the Board of Health, as well as Nashoba Associated Boards of Health. Two Proclamations were presented to Town Administrator Keith Bergman from State Senator Jamie Eldridge of the Middlesex-Worcester District and Representative James Arciero of the 2nd Middlesex District, which were read by Town Moderator Timothy Goddard and presented to Ann Loree representing Peter Cassinari. Next, recognition as give to Savas Danos, LELWD General Manager and Police Chief John Kelly who are both retiring after 32 years of service to the Town and a standing ovation was given to the two retirees.

Before the start of the Articles of the Annual Town Meeting body Town Moderator, Timothy Goddard, explained a öProcedural Motionö that would need to be taken based on the new requirements by the DOR and Bond Council. It was moved and seconded that the Town vote, pursuant to M.G.L. C.39,§15, that where a two-thirds vote is required by statute, the Moderator may declare a unanimous vote to be a two-thirds vote without taking a count, and that such a vote shall be recorded as a two-thirds vote in the records by the Clerk, said motion was unanimously voted and passed for the Annual Town Meeting.

Once again the Consent Calendar was used for all non-controversial Articles for Town Meeting. The Town Moderator explained the Consent Calendar and announced all Articles that had been chosen to be on the Consent Calendar: 1, 3, 9, 10, 13, 14, 15, 21, 22 and 23. with Articles 9 & 10 needing to be a 2/3rds vote. Town Moderator announced that anyone may place a hold on any of these Articles and they will be discussed and decided if it should remain on the Consent Calendar. Town Moderator explained that all Consent Calendar Articles would be voted as a whole and would need unanimous votes to continue in such fashion. All Articles will remain in the order placed on the Warrant. Articles placed on the Consent Calendar and voted unanimously to approve are as follows: **Article 1. Town Officers; Article 3. FY 2015 Revolving Funds; Article 9. Stabilization Fund (2/3rds vote); Article 10. Capital Stabilization Fund (2/3rds vote) ; Article 13. M.H. Kimball Trust School Grant Funds; Article 14. Senior Work Program; Article 15. Use of Chapter 90 Mass DOT Funds; Article 21. Borrowing Authorization; Article 22. Compensating Balance Agreement and Article 23. FY 2015 Personal Exemption Amounts.** It was declared by the Moderator that the ayes have it, motion carries so declared an unanimous vote for all Consent Calendar Articles.

ARTICLE 1 TOWN OFFICERS

To choose all Town Officers and Committees necessary to be chosen at the Annual Town Meeting

Unanimously voted through the consent calendar to choose the following Officers for the year 2014: Fence Viewers: Timothy Harrison Whitcomb, Joseph Knox; Field Driver: Raymond C. O'Neil; Surveyor of Timber & Measurer of Wood Bark: Henry Parlee; Measurers and Weighers of Grain, Hay, Coal and Livestock: Tom Wood, Ronald Polack, Michelle Roche and Cindy McNiff.

ARTICLE 2 ANNUAL REPORT

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

Ayes have it, motion carries, declared a vote that the Town accept all printed reports of Town Officers and Committees as published in the 2013 Annual Town Report.

ARTICLE 3 FY 2015 REVOLVING FUNDS

To see if the Town will vote to authorize the following Fiscal Year 2015 Revolving Funds, in accordance with Chapter 44, section 53E½ of the General Laws, each with the prior year's fund balance to be available for expenditure or to take any other action in relation thereto.

- (1) Wiring/Plumbing/Gas Inspections: to allow receipts from wiring and plumbing fees to be segregated into a special account; and with funds therefrom, up to a limit of \$100,000 annually, to be expended to compensate the Wiring, Plumbing and Gas Inspectors, under the direction of the Building Commissioner;
- (2) Dog By-law Enforcement: to allow receipts from dog license fees and fines to be segregated into a special account; and with funds therefrom, up to a limit of \$5,000 annually, to be expended for costs associated with by-law enforcement, under the direction of the Town Clerk;
- (3) Alarm Box Repairs: to allow receipts from alarm box fees to be segregated into a special account; and with funds therefrom, up to a limit of \$5,000 annually, to be expended for repairs to alarm boxes, under the direction of the Fire Department;
- (4) CPR Courses: to allow receipts from CPR course fees to be segregated into a special account; and with funds therefrom, up to a limit of \$2,000 annually, to be expended for CPR course costs, under the direction of the Fire Department;
- (5) Sealer of Weights and Measures: to allow receipts from sealer fees to be segregated into a special account; and with funds therefrom, up to a limit of \$3,000 annually, to be expended to compensate the Sealer, under the direction of the Board of Selectmen;
- (6) Fire Safety Act Compliance: to allow receipts from Fire Safety Act fees and fines to be segregated into a special account; and with funds therefrom, up to a limit of \$3,000 annually, to be expended for associated administrative costs, under the direction of the Board of Selectmen;
- (7) MART bus fees: to allow receipts from reimbursement from the Montachusett Regional Transit Authority (MART) bus fees to be segregated into a special account; and with funds therefrom, up to a limit of \$68,000 annually, to be expended for wages and expenses for senior van operation, under the direction of the Director of Elder and Human Services;
- (8) Pet Cemetery: to allow receipts from pet cemetery fees to be segregated into a special account; and with funds therefrom, up to a limit of \$20,000 annually, to be expended for associated administrative costs, under the direction of the Cemetery Commission;
- (9) Spectacle Pond Cell Tower: to allow receipts from the Spectacle Pond Cell Tower rent to be segregated into a special account; and with funds therefrom, up to a limit of \$40,000 annually, to be expended for debt service for the Clean Lakes program, under the direction of the Board of Selectmen;
- (10) Legal Advertisements: to allow receipts paid by applicants for advertising costs to be segregated into a special account; and with funds therefrom, up to a limit of \$5,000 annually, to be expended for legal advertising costs, under the direction of the Board of Appeals;
- (11) Cemetery Revolving: to allow a portion of receipts received from sales of lots to be segregated into a special account; and with funds therefrom, up to a limit of \$10,000 annually, to be expended for expenses associated with maintenance of such under the direction of the Cemetery Commissioners;
- (12) Permitting Software: to allow a portion of receipts received from land use permit fees to be segregated into a special account; and with funds therefrom, up to a limit of \$15,000 annually, to be expended for expenses associated with maintenance of permitting software under the direction of the Board of Selectmen;
- (13) Police Cruisers sale proceeds: to allow the proceeds resulting from the sale/disposal of retired police vehicles to be segregated into a special account; and with funds therefrom, up to a limit of \$25,000 annually, to be expended for expenses associated with purchasing Police replacement vehicles authorized under the Capital Plan under the direction of the Board of Selectmen; and
- (14) Composting Bins: to allow the proceeds resulting from the disposal/sale of composting bins to be segregated into a special account; and with funds therefrom, up to a limit of \$5,000 annually, to be expended for expenses associated with the expenses of said program under the direction of the Highway Operations Manager.

Unanimously voted through the consent calendar that the Town authorize the following Fiscal Year 2015 Revolving Funds, in accordance with Chapter 44, section 53E½ of the General Laws, each with the prior year's fund balance to be available for expenditure; or to take any other action in relation thereto.

ARTICLE 4 FY 2015 OPERATING BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds in the treasury or transfer from the Enterprise and Trust Funds, such sums of money to defray the expenses of the various departments of the Town and to fix the salary and compensation of all elected officials for the Fiscal Year beginning July 1, 2014, or to take any other.

Ayes have it motion carries to raise and appropriate the sum of \$35,702,206 , transfer from the funds specified herein the sum of \$949,618, and transfer from the Undesignated Fund balance the sum of \$200,000 for a total of \$36,851,824 to defray the expenses of the various departments of the Town and to fix the salary and compensation of all elected officials for the Fiscal Year beginning July 1, 2014.

	Department	Actual	Budget	Budget
114	MODERATOR			
	Expenses	<u>92</u>	<u>100</u>	<u>100</u>
		Total 114	92	100
122	SELECTMEN / TOWN ADMINISTRATOR			
	Personal Services	160,569	166,720	172,420
	Expenses	11,870	11,870	11,870
	MAGIC/MAPC Assessments	<u>11,625</u>	<u>11,625</u>	<u>11,625</u>
		Total 122	184,064	190,215
131	FINANCE COMMITTEE			
	Personal Services	609	0	700
	Expenses	<u>300</u>	<u>500</u>	<u>500</u>
		Total 131	909	500
132	RESERVE FUND			
	Expenses	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
		Total 132	150,000	150,000
135	FINANCE AND BUDGET			
	Personal Services	527,781	554,380	580,115
	Expenses	32,380	36,655	36,655
	Audit	<u>35,000</u>	<u>37,500</u>	<u>40,000</u>
		Total 135	595,161	628,535
151	LEGAL			
	Expenses	<u>283,515</u>	<u>175,000</u>	<u>175,000</u>
		Total 151	283,515	175,000
155	INFORMATION SYSTEMS			
	Personal Services	63,002	87,030	90,080
	Expenses	<u>136,300</u>	<u>174,402</u>	<u>198,402</u>
		Total 155	199,302	261,432
161	TOWN CLERK			
	Elected Salaries	52,495	54,355	56,236
	Personal Services	16,844	17,625	18,220
	Expenses	1,256	1,500	1,500
	Transfer In - Dog Tax Fund	<u>(2,200)</u>	<u>(2,200)</u>	<u>(2,200)</u>
		Total 161	68,395	71,280
				73,756

	<i>Department</i>	<i>Actual</i>	<i>Budget</i>	<i>Budget</i>
162	ELECTIONS & REGISTRATIONS			
	Expenses	<u>15,995</u>	<u>8,700</u>	<u>8,700</u>
		Total 162	15,995	8,700
171	CONSERVATION COMMISSION			
	Personal Services	22,610	23,490	24,315
	Expenses	905	1,000	1,000
	Transfer In - Wetland Fund	<u>(5,280)</u>	<u>(5,280)</u>	<u>(5,280)</u>
		Total 171	18,235	19,210
175	PLANNING BOARD			
	Personal Services	57,969	61,055	62,360
	Expenses	<u>1,175</u>	<u>1,175</u>	<u>1,175</u>
		Total 175	59,144	62,230
176	APPEALS BOARD			
	Personal Services	5,198	4,240	4,385
	Expenses	<u>453</u>	<u>1,200</u>	<u>1,000</u>
		Total 176	5,651	5,440
191	BUILDING MAINTENANCE			
	Personal Services	48,506	50,405	57,160
	Expenses	<u>359,964</u>	<u>365,000</u>	<u>365,000</u>
		Total 191	408,870	415,405
193	GENERAL INSURANCE			
	Expenses	<u>341,323</u>	<u>340,000</u>	<u>340,000</u>
		Total 193	341,323	340,000
194	EMPLOYEE/RETIREE BENEFITS			
	Expenses	4,520,529	5,323,003	5,787,547
	Other Post Employment Benefits Liability Fund	689,835	813,998	665,500
	Transfer In - Cable Studio Benefits	<u>(21,692)</u>	<u>(21,692)</u>	<u>(22,885)</u>
	Transfer In - Recreation Revolving	<u>(14,556)</u>	<u>(14,647)</u>	<u>0</u>
		Total 194	5,174,116	6,100,662
196	TOWN REPORT / TOWN MEETING			
	Expenses	<u>4,484</u>	<u>5,000</u>	<u>5,000</u>
		Total 196	4,484	5,000
197	CABLE STUDIO			
	Personal Services	70,727	83,400	85,650
	Expenses	20,250	20,250	20,250
	Transfer In - Cable Access Fees	<u>(90,977)</u>	<u>(103,650)</u>	<u>(105,900)</u>
		Total 197	0	0
210	POLICE / DISPATCH			
	Personal Services	1,583,398	1,543,047	1,618,463
	Expenses	<u>100,307</u>	<u>100,571</u>	<u>100,571</u>
		Total 210	1,683,705	1,643,618
220	FIRE / EMS DEPARTMENT			
	Personal Services	670,645	936,753	957,199
	Expenses	95,523	95,523	114,588
	Transfer In -Ambulance Fees	<u>(287,000)</u>	<u>(287,000)</u>	<u>(287,000)</u>
		Total 220	479,168	745,276
241	BUILDING DEPARTMENT			

	Department	Actual	Budget	Budget
	Personal Services	96,983	98,768	106,760
	Expenses	2,370	5,430	5,060
	Transfer In - Inspectional Revolving	(3,000)	(3,000)	(3,000)
	Total 241	96,353	101,198	108,820
300	SCHOOL DEPARTMENT			
	Budget	15,618,010	16,400,000	16,700,000
	Transfer In - LH Zappy Trust	(200)	(200)	(200)
	Transfer In - Hildreth Trust	(6,000)	(6,000)	(6,000)
	Transfer In - Goldsmith Trust	(500)	(500)	(500)
	Transfer In - Johnson Trust	(750)	(750)	(750)
	Total 300	15,610,560	16,392,550	16,692,550
301	TECHNICAL SCHOOL EXPENDITURES			
	Expenses – Nashoba Tech	692,374	689,712	534,493
	Expenses – Minuteman Tech	<u>38,092</u>	<u>40,000</u>	<u>40,000</u>
	Total 301	730,466	729,712	574,493
420	HIGHWAY DEPARTMENT			
	Personal Services	667,476	714,552	763,033
	Expenses	396,927	396,927	396,927
	Streetlights	29,351	30,693	31,750
	Park Maintenance	11,115	9,250	9,450
	Wastewater	70,800	65,000	70,800
	B&M Crossing	2,806	2,806	2,807
	Gasoline	<u>125,902</u>	<u>120,000</u>	<u>125,000</u>
	Total 420	1,304,377	1,339,228	1,399,767
422	ROADWAY REPAIRS			
	Expenses	<u>478,884</u>	<u>483,673</u>	<u>688,509</u>
	Total 422	478,884	483,673	688,509
423	SNOW & ICE			
	Personal Services	91,614	68,000	68,000
	Expenses	<u>270,192</u>	<u>132,000</u>	<u>132,000</u>
	Total 423	361,806	200,000	200,000
491	CEMETERY DEPARTMENT			
	Personal Services	86,575	91,445	96,385
	Expenses	17,465	17,800	17,800
	Transfer In - Cemetery Trust	(13,000)	(13,000)	(13,000)
	Transfer In - Sale of Cemetery Lots	(12,000)	(12,000)	(12,000)
	Transfer In - Graves	<u>(18,897)</u>	<u>(18,897)</u>	<u>(18,897)</u>
	Total 491	60,143	65,348	70,288
510	HEALTH DEPARTMENT			
	Personal Services	17,225	19,065	19,732
	Expenses	625	3,235	3,235
	Assessment - Nashoba BOH	22,250	22,250	22,250
	Assessment - Nashoba Nursing	8,700	8,325	8,700
	Assessment - Eliot Clinic	3,780	3,780	3,780
	Assessment – SANS Program	0	0	5,000
	Animal Inspector	2,400	2,400	2,400
	Transfer In - B. Sampson Animal Fund	<u>(2,500)</u>	<u>(2,500)</u>	<u>(2,500)</u>

	Department	Actual	Budget	Budget
	Total 510	52,480	56,555	62,597
541	ELDER AND HUMAN SERVICES			
	Personal Services	67,515	70,195	89,015
	Expenses	<u>13,416</u>	<u>13,416</u>	<u>13,416</u>
	Total 541	80,931	83,611	102,431
543	VETERANS SERVICES			
	Personal Services	5,000	5,000	5,000
	Expenses	345	750	750
	Veteran Benefits	<u>36,569</u>	<u>25,000</u>	<u>35,000</u>
	Total 543	41,914	30,750	40,750
610	REUBEN HOAR LIBRARY			
	Personal Services	343,255	397,933	417,159
	Expenses	90,481	71,157	75,539
	Merrimack Valley Assessment	31,714	31,714	32,242
	Transfer In - Library Trust Fund	<u>(11,500)</u>	<u>(11,500)</u>	<u>(11,500)</u>
	Total 610	453,950	489,304	513,440
630	PARK AND RECREATION DEPARTMENT			
	Personal Services	154,850	168,095	0
	Expenses	0	0	0
	Transfer In - Revolving Wages	(114,850)	(128,095)	0
	Transfer out - Enterprise Fund	<u>0</u>	<u>0</u>	<u>144,000</u>
	Total 630	40,000	40,000	144,000
690	OTHER CULTURE & RECREATION			
	Historical	700	4,200	700
	Memorial Day	500	500	500
	Patriot's Day	<u>50</u>	<u>50</u>	<u>50</u>
	Total 690	1250	4,750	1,250
710	LONG TERM DEBT	4,886,847	3,612,121	3,529,493
720	SHORT TERM DEBT	200,949	326,033	891,703
	Transfer In - Self Help Grant	(17,000)	(17,000)	(17,000)
	Transfer In - Wastewater Settlement	(17,274)	(17,274)	(17,274)
	Transfer In - Oak Hill Cell Tower	(37,206)	(36,269)	(35,269)
	Transfer In - Newtown Hill Cell Tower	(43,373)	(42,248)	(41,048)
	Transfer In - Bond Premium	(66,170)	(62,268)	(58,120)
	Transfer In - Community Preservation	(62,038)	(61,038)	(127,338)
	Transfer In - Light Department	<u>(175,477)</u>	<u>(168,687)</u>	<u>(161,957)</u>
	Total Debt Service	4,669,258	3,533,370	3,963,190
	FUNDING SUMMARY			
	Net Budgets	34,677,541	35,408,347	36,851,824
	Transfers In	<u>(1,023,440)</u>	<u>(1,035,695)</u>	<u>(949,618)</u>
	Total Appropriated Budgets	33,654,101	34,372,652	35,902,206

ARTICLE 5 FY 2015 WATER ENTERPRISE FUND OPERATING BUDGET

To see if the Town will vote to appropriate \$2,645,000 or any other sum or sums of money from the Water Enterprise Fund to finance the operation of the Water Department for the fiscal year beginning July 1, 2014 (detail below), or to take any other action in relation thereto.

Ayes have it, motion carries, declared a vote that the Town appropriate \$2,645,000 from the Water Enterprise Fund to finance the operation of the Water Department for the fiscal year beginning July 1, 2014 (detail below).

I. Water Enterprise Revenues	FY 2014	FY 2015
User Charges	\$2,227,500	\$2,545,000
Enterprise Available Funds	100,000	100,000
Investment Income		
Total Revenues	\$2,327,500	\$2,645,000
II. Costs Appropriated for the Enterprise Fund		
Salaries and Wages	\$670,000	\$760,000
Expenses	876,500	954,500
Capital Outlay ó Equipment	0	0
Capital Outlay ó Improvements	0	0
Reserve Fund	100,000	100,000
Debt Principal and Interest	377,775	669,812
Budgeted Surplus	303,225	160,688
Total Costs Appropriated for Enterprise Fund	\$2,327,500	\$2,645,000
III. Costs Appropriated for General Fund to be Charged to the Enterprise Fund		
Indirect Costs	\$0	\$0
Benefits	0	0
Pension Costs	0	0
Total Costs Appropriated for the General Fund.	0	0
Total Costs	\$2,327,500	\$2,645,000

any other sum or sums of money from the Park, Recreation & Community Education Enterprise Fund to finance the operation of the Park, Recreation and Community Education Department for the fiscal year beginning July 1, 2014 (detail below), or to take any other action in relation thereto

Ayes have it, declared and passed by unanimous vote that the Town will appropriate \$1,157,000 from the Park, Recreation & Community Education Enterprise Fund to finance the operation of the Park, Recreation and Community Education Department for the fiscal year beginning July 1, 2014 (detail below).

ARTICLE 6 FY 2015 PARK, RECREATI ON & COMMUNIT Y EDUCATI ON ENTERPRIS E FUND OPERATIN G BUDGET

To see if the Town will vote to appropriate \$1,157,000 or

I. PRCE Enterprise Revenues	FY 2015
User Charges	\$745,000
Transfer In from Recreation Fund	297,776
Transfer In from General Fund	144,000
Enterprise Available Funds	0
Investment Income	500
Total Revenues	1,187,276
II. Costs Appropriated for the Enterprise Fund	
Salaries and Wages	\$465,000
Expenses	600,000
Capital Outlay ó Equipment	22,000
Capital Outlay ó Improvements	20,000

Reserve Fund	50,000
Debt Principal and Interest	0
Budgeted Surplus	0
Total Costs Appropriated for Enterprise Fund	\$1,157,000
III. Costs Appropriated for General Fund to be Charged to the Enterprise Fund	
Indirect Costs	\$30,276
Benefits	0
Pension Costs	0
Total Costs Appropriated for the General Fund.	\$30,276
Total Costs	\$1,187,276

ARTICLE 7 FY 2015 CAPITAL ITEMS FROM AVAILABLE FUNDS

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

I. POLICE DEPARTMENT

- A. Police Interceptor Patrol vehicles as replacements - \$97,378 to be expended by the Police Department for police cruiser replacements.
- B. Police Interceptor Unmarked vehicles as replacement - \$40,241 to be expended by the Police Department for unmarked cruiser replacement.
- C. Police Vehicle Maintenance -\$6,000 to be expended by the Police Department for tire replacement and equipment maintenance of its fleet of vehicles.
- D. Police Public Safety Radio Maintenance - \$10,104 to be expended by the Police Department for a maintenance agreement to cover Public Safety and Public Works radio system infrastructure.

II. FIRE DEPARTMENT

- A. Fire Major Equipment Repair -\$15,000 to be expended by the Fire Department for major equipment repairs and upkeep.
- B. UHF Radio System Upgrade - \$35,000 to be expended by the Fire Department for the final step in the radio system upgrade.
- C. Protective Clothing Replacement - \$12,000 to be expended by the Fire Department for establishment of an annual replacement program for turnout gear.
- D. Command Vehicle replacement - \$34,430 to be expended by the Fire Department for the replacement of the Chief's Command Vehicle.

III. HIGHWAY DEPARTMENT

- A. Highway Major Equipment Repair - \$15,000 to be expended by the Highway Department for major equipment repairs and upkeep.
- B. Highway Dump Pickup truck - \$65,000 to be expended by the Highway Department to purchase a new pick-up truck with plow to replace an existing 2004 vehicle.
- C. Highway Front Deck Mower ó \$25,000 to be expended by the Highway Department for replacement of a 2001 Kubota 72ó Mower.
- D. Highway Infield Groomer ó \$21,000 to be expended by the Highway Department for replacement of a 2001 Jacobson Infield Groomer.
- E. Asphalt Roller - \$35,000 to be expended by the Highway Department for the purchase of an Articulated Vibratory Asphalt Roller to replace the existing Static Roller for roadway repairs and maintenance.

IV. SCHOOLS

- A. School iPads & Carts - \$33,000 *to be expended by the School Committee for the final annual payment on the lease/purchase agreement for four complete carts, 120 iPads, MacBook Air laptops, carts, charging station and accessory hardware and equipment.*
- B. Technology Computer Replacements - \$65,000 *to be expended by the School Committee to for replacements of computer systems.*
- C. School Technology - \$25,000 to be expended by the School Committee to upgrade the network infrastructure and firewalls/switching in the district.
- D. Security Upgrades - \$50,000 *to be expended by the School Committee to upgrade the security systems in the district.*
- E. Shaker Lane School Network Technology - \$25,000 to be expended by the School Committee to upgrade the network infrastructure and firewalls/switching in the building.
- F. Shaker Lane School WIFI Technology - \$25,000 to be expended by the School Committee to upgrade the WIFI infrastructure in the building.
- G. High School Roof over Administrative Area - \$100,000 *to be expended by the School Committee to replace/repair the roof system over the administrative wing at the High School.*

V. FACILITIES AND INFRASTRUCTURE

- A. Facility Needs Assessment Study Recommendations ó \$529,409 to be expended by the Permanent Municipal Building Committee to implement recommendations of the Facility Needs Assessment Study, as follows:
 - i) Littleton High School building and site, \$27,324
 - ii) Littleton Middle School site, \$1,680
 - iii) Russell Street School and bus parking lot, \$4,400
 - iv) Shaker Lane School, \$224,553
 - v) Town Office Building, \$143,600
 - vi) Council on Aging kitchen, \$114,372
 - vii) Shattuck Street tennis courts, \$13,480
- B. Fire Station Modular Building - \$6,000 to be expended by the Fire Department and the Permanent Municipal Building Committee to locate a modular building on site for sleeping quarters.
- C. Technology Upgrades - \$10,000 to be expended by the IT Department for Virtual Server Upgrades.

VI. OTHER

- A. Library Furniture \$5,000 ó to be expended by the Library Trustees to replace worn and damaged furniture at the Reuben Hoar Library.
- B. Assessor Transitional Services - \$25,000 to be expended by the Finance Department for vendor services/training for CIP assistance.
- C. Master Plan Update - \$100,000 to be expended by the Planning Board to update the Town's Master Plan.

Ayes have it motion carries, so declared a vote that the Town will raise and appropriate the sum of \$551,508, and to transfer from the Undesignated Fund Balance the sum of \$858,054 for a total of \$1,409,562 for the capital projects and purchases itemized and described

ARTICLE 8 FY 2015 COMMUNITY PRESERVATION BUDGET

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2015 Community Preservation Budget, to appropriate or reserve from FY 2015 Community Preservation Fund annual revenues and reserves the following amounts, as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

Appropriations:

Administration		\$ 5,000
Debt service ó from FY 2015 open space		13,975
Debt service ó from FY 2015 historic resources		15,575
Debt service ó from FY 2015 undesignated		97,788
300 King Street Recreation [\$232,000 Total]		
	from FY2015 undesignated	43,343

Scenic Farmland Restoration [\$40,000 Total]	from undesignated reserve	188,657
	from FY2015 Open Space	6,900
	from Open Space reserve	33,100
Pine Tree Park Bath Sinks [\$13,816 Total]		
	from FY2015 Community Housing	13,816
Patriot Circle Fire Blocking [\$3,500 Total]		
	from FY2015 Community Housing	3,500
Patriot Circle Tree Removal & Siding Replacement [\$14,000 Total]		
	from FY2015 Community Housing	0
	from Community Housing reserve	14,000
Long Store Feasibility Study [\$20,000 Total]		
	from FY2015 Historic Resources	5,300
	from Historic Resources reserve	14,700
Congregational Church Stained Glass [\$45,488 Total]		
	from Historic Resources reserve	27,229
	from undesignated reserve	18,259
Morgan Property Feasibility Study ó from Undesignated Reserve		<u>18,255</u>
<i>Sub-Total</i>		<u>519,397</u>

Reserves

Open Space (to reserve)	0
Community Housing (to reserve)	3,559
Historic Resources (to reserve)	0
Undesignated (to reserve)	0
<i>Sub-Total</i>	0
TOTAL	\$519,397

The Town voted to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2015 Community Preservation Budget, Items 1, 2, 3, 4, 6, 8, 9, 10

Ayes have it declared a vote (this was taken as a group vote by the body), after discussion on the floor and a motion to close discussion on Item 5 it was moved and seconded and a vote called for it was so voted: ayes have it, passed by the necessary majority vote; item 7 after discussion a motion to close discussion was moved and seconded it was voted ayes have it declared a vote to appropriate or reserve from FY 2015 Community Preservation Fund annual revenues and reserves the following amounts, as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

ARTICLE 9 STABILIZATION FUND [2/3rds vote required]

To see if the Town will vote to raise and appropriate a sum of money for the Stabilization Fund in accordance with the provisions of Massachusetts General Laws, Chapter 40, Section 5B for the twelve month period beginning July 1, 2014, or to take any other action in relation thereto.

Unanimously voted through the consent calendar

ARTICLE 10 CAPITAL STABILIZATION FUND [2/3rds vote required]

To see if the Town will vote to raise and appropriate a sum of money for the purpose of supplementing the Capital Stabilization Fund established by Article 6 of the May 6, 2013 Special Town Meeting, as authorized by Chapter 40, Section 5B of the General Laws, or to take any other action in relation thereto.

Unanimously voted through the consent calendar

ARTICLE 11 LIBRARY PLANNING/DESIGN PROJECT

To see if the Town will vote as follows:

Whereas, Article 8, Item M of the May 2, 2011 Annual Town Meeting appropriated the sum of \$20,000 to be expended by the Library Trustees for a planning and design study regarding library expansion or new construction; and

Whereas, the Library Trustees are applying for a Massachusetts Public Library Construction Program grant from the Massachusetts Board of Library Commissioners;

Therefore, shall the Town vote:

- (1) To authorize the Library Trustees to proceed with a feasibility study to examine the options for expanding and renovating the Reuben Hoar Library or building a new facility; provided, however, that such authorization shall be contingent upon the receipt of a state grant for such feasibility study;
- (2) To authorize the Library Trustees to apply for, accept, and expend any state grants that may be available for a library building planning and design project; and
- (3) To utilize the sum appropriated under Article 8, Item M of the May 2, 2011 Annual Town Meeting for the purpose of making funds available to the Library Trustees to be able to apply for matching state grant funds for a Library Feasibility Study.

Ayes have it, declared a vote and the motion carries.

ARTICLE 12 NASHOBA VALLEY TECH HIGH SCHOOL / ACCELERATED ROOF REPAIR PROJECT *[2/3rds vote required]*

To see if the Town will vote to approve the sum of \$2,802,362 borrowing authorized by the Nashoba Valley Technical School District , for the purpose of paying costs of the Accelerated Roof Repair Project at the Nashoba Valley Technical High School, located at 100 Littleton Road, Westford Massachusetts, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the Nashoba Valley Technical School Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-two point twenty six percent (52.26%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

Ayes have it, declared a unanimous vote and with the casting of a specimen ballot

ARTICLE 13 M.H. KIMBALL TRUST SCHOOL GRANT FUNDS

To see if the Town will vote to transfer \$20,000 from a grant from the M.H. Kimball Trust to the Littleton School Department for the purpose of funding the biology and United States History programs at Littleton High School and costs related thereto, or to take any other action in relation thereto

Unanimously voted through the consent calendar

ARTICLE 14 SENIOR WORK PROGRAM

To see if the Town will vote to request the Board of Assessors to commit \$55,000, or any other sum or sums of money, from the Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program..

Unanimously voted through the consent calendar.

ARTICLE 15 USE OF MASS DOT CHAPTER 90 FUNDS

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

Unanimously voted through the consent calendar that the Town appropriate funds available in the amount of \$391,000 for authorized road improvements and other projects provided for under Chapter 90 of the General Laws.

ARTICLE 16 SUPPLEMENTAL BORROWING: ROADWAY IMPROVEMENTS PLAN *[2/3rds vote required]*

To see if the Town will vote to appropriate the sum of \$1,000,000 for the purpose of undertaking roadway improvements, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7(6), of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, or to take any other action in relation thereto.

Ayes have it, unanimous vote and with the casting of a specimen ballot.

ARTICLE 17 ZONING BY-LAW AMENDMENT: MEDICAL MARIJUANA DISPENSARIES, CULTIVATION *[2/3rds vote required]*

To see if the Town will vote to amend the Zoning Bylaw of the Town of Littleton as follows:

1. Delete Article XXVII, Temporary Moratorium on Medical Marijuana Treatment Centers.
2. Amend §173-2 by inserting, in alphabetical order, new definitions as follows:

MEDICAL MARIJUANA TREATMENT CENTER and/or **REGISTERED MARIJUANA DISPENSARY (RMD)**: means a not-for-profit entity registered under 105 CMR 725.100 that acquires, cultivates, possesses, processes (including development of related products such as edible MIPs, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

MARIJUANA: means marijuana as defined in 105 CMR 725 *et seq.*

MARIJUANA FOR MEDICAL USE: means Marijuana that is designated and restricted for use by, and for the benefit of, Qualifying Patients in the treatment of Debilitating Medical Conditions as defined in 105 CMR 725 *et seq.*

MARIJUANA INFUSED PRODUCT (MIP): means Marijuana Infused Product as defined in 105 CMR 725 *et seq.*

REGISTERED MARIJUANA DISPENSARY (RMD): see also **MEDICAL MARIJUANA TREATMENT CENTER**.

3. Amend §173-22.A(2) to read as follows: "In addition, there are Wetlands, Floodplains, Aquifer Water Resource, Littleton Village Overlay District West of Beaver Brook Area, and Registered Marijuana Dispensary Overlay Districts.
4. Insert a new Article XXVII, Registered Marijuana Dispensaries, as follows:

§173-185. Purposes.

- A. To provide for the limited establishment of a Registered Marijuana Dispensary ("RMD") in a suitable location and under strict conditions.
- B. To regulate the siting, design, placement, safety, monitoring, modification and removal of any RMD that may be located within the Town.
- C. To minimize the adverse impacts of any RMD on the Town, nearby properties, residential neighborhoods, schools and other places where minors congregate, local historic districts, and other land uses incompatible with said facilities.
- D. To limit the overall number of RMDs in the Town to the minimum required by applicable law.

§173-186. Applicability.

- A. The commercial cultivation, production, processing, assembly, packaging, retail or wholesale sale trade, distribution or dispensing of Marijuana for Medical use is prohibited unless permitted as a RMD under this Article XXVII.
- B. No RMD shall be established except in compliance with the provisions of this Article XXVII.
- C. Nothing in this Article XXVII shall be construed to supersede federal and state laws governing the sale and distribution of narcotic drugs; nor shall any special permit issued pursuant to this Article XXVII supersede federal, state or local laws.
- D. Where not expressly defined in the Section 173-2, all terms used herein shall be as defined in 105 CMR 725 *et seq.*

§173-187. Siting.

The Registered Marijuana Dispensary Overlay District is hereby established as an overlay district that shall include AssessorsøParcel R18-6-0 (500 Great Road) and those certain parcels within the Industrial A (IA) Zoning District as are shown on the map entitled öRegistered Marijuana Dispensary Overlay District Zoning Mapö dated March 17, 2014, on file with the Town Clerk and hereby made a part of this chapter. A RMD may be sited within the Registered Marijuana Dispensary Overlay District only, subject to the provisions of this Article.

§173-188. Administration and Procedure.

- A. A RMD may be allowed within the Registered Marijuana Dispensary Overlay District by special permit from the Planning Board (the öSPGAö) in accordance with M.G.L. c.40A, §9, only subject to the procedures, regulations, requirements, conditions and limitations set forth herein. Only an applicant holding a valid Certificate of Registration from the Department of Public Health (DPH) is eligible to apply for a special permit pursuant to this Article.
- B. Applicants for a special permit pursuant to this Article XXVII are strongly encouraged to meet with the SPGA at a public meeting to discuss the proposed application for a new RMD and to discuss in general terms of the proposed RMD prior to the formal submission of an application.
- C. In addition to the standard Special Permit Application form, an applicant for a special permit under this Article shall also submit the following:
 - (1) A copy of its Certificate of Registration from the Massachusetts Department of Public Health.
 - (2) A copy of any waivers of regulations that the Department of Public Health has issued to the applicant.
 - (3) Copies of all policies and procedures approved by the Department of Public Health, including without limitation the RMDøs operating procedures pursuant to 105 CMR 725.105(A).
 - (4) The source or sources of all marijuana that will be sold or distributed at the proposed RMD, if applicable.
 - (5) The quantity of marijuana that will be cultivated, processed, and/or packaged at the RMD, if applicable.
 - (6) Names and addresses of each owner of the RMD and, where the owner is a business entity, the names and addresses of each owner of the business entity.
 - (7) If applicable, a copy of the applicantøs Articles of Organization, a current Certificate of Legal Existence from the Commonwealth, and the most recent annual report.
 - (8) Copies of all licenses and permits issued to the applicant by the Commonwealth of Massachusetts and any of its agencies.
 - (9) Evidence that the applicant has site control and the right to use the proposed site as a RMD. Such evidence shall be in the form of a deed, purchase and sale agreement, lease, or other legally binding document.
 - (10) In addition to what is otherwise required to be shown on a site plan pursuant to Article IV, the applicant shall provide details showing all exterior proposed security measures for the premises, including but not limited to lighting, fencing, gates and alarms to ensure the safety of employees and patrons and to protect the premises from theft or other criminal activity. The site plan shall further delineate various areas of the RMD (indoors and outdoors) such as public access areas, employee only access areas, storage, cultivation, preparation, waste disposal, administrative, transportation, loading and parking areas. Site plans and/or application narrative shall contain sufficient information so that the SPGA can evaluate the design and operational standards contained in this Article XXVII.
- D. Upon the filing of the special permit application with the SPGA, the applicant shall simultaneously deliver copies of the application to the Board of Selectmen, the Building Commissioner, the Board of Health, the Police Department and the Fire Department.

§173-189. Special Permit Requirements.

A. No RMD shall be located within 1,500 feet of any lot containing a school; licensed child care facility; public park, playground, athletic field or other public recreational land or facility; any use or facility where persons under the age of 18 commonly congregate to participate in scheduled or structured activities; religious facility; drug or alcohol rehabilitation facility; correctional facility, half-way house or similar facility; or any other RMD. For purposes of this section, distances shall be measured from the nearest property line containing one of the listed uses to the nearest point of the building in which the RMD is located.

B. The SPGA may reduce the minimum distance requirement in Section 173-189.A as part of the issuance of a Special Permit in the following instances only:

(1) Renewal of a Special Permit for an existing RMD where the use described in Section 173-189.A has been established after issuance of the original Special Permit.

(2) Change of permit holder for an existing RMD where the use described in Section 1733-188.A has been established after issuance of the original Special Permit.

(3) The applicant demonstrates to the satisfaction of the SPGA that application of Section 173-189.A will effectively prohibit the placement of a RMD within the Town.

C. A special permit for a RMD shall be limited to one or more of the following uses:

(1) Cultivation of Marijuana for Medical Use;

(2) Processing and packaging of Marijuana for Medical Use, including Marijuana that is in the form of smoking materials, food products, oils, aerosols, ointments, and other products;

(3) Retail sale or distribution of Marijuana for Medical Use to Qualifying Patients.

Any use involving any one of these activities is considered a RMD.

D. Only one RMD shall be permitted within Town.

E. The RMD shall be designed such that all processing, cultivation and storage of marijuana shall be conducted indoors. No materials, plants, equipment, supplies or byproducts shall be visible from outside of the premises/building. With the exception of loading areas, no operations shall be visible by the public.

F. No smoking, burning, or consumption of any product containing Marijuana shall be permitted at the RMD.

G. All shipping and receiving areas shall serve the RMD exclusively. In the case of a multi-use or multi-tenant site, the RMD shall be laid out and designed to ensure separation from other uses or tenants at the site.

H. The RMD shall have adequate water supply, stormwater systems, sewage disposal, and surface and subsurface drainage.

I. Adequate lighting, including night lighting that provides for monitoring or building and site security.

J. The RMD shall post at a conspicuous location at the public entrance a sign that states öRegistration card issued by the MA Department of Public Health required.ö The required text shall be a minimum of two inches in height. Signage shall otherwise be limited to that which is permitted under 105 CMR 725.100(L) and the Townö sign bylaw.

K. The RMD shall provide and keep up to date contact information as required by the Chief of Police and Building Commissioner such as name, telephone number and electronic mail address of a contact person who must be available 24 hours a day, seven days a week.

L. No special permit shall be issued to a person who has been convicted of a felony or a violation of a state or federal statute prohibiting the unlawful possession, sale or distribution of narcotic drugs or prescription drugs. Further, no special permit shall be issued to any entity in which an owner, shareholder, member, officer, manager or employee has been convicted of a felony or violation of a state or federal statute prohibiting the unlawful possession, sale or distribution of narcotic drugs or prescription drugs.

§173-191. Special Permit Approval Criteria.

The SPGA may issue a special permit for a RMD only if it finds that the project satisfies the requirements of §173-7.C, this Article XXVII, and the following additional special permit criteria:

A. In the case of retail sale or distribution, the proposed use would serve a demonstrated demand that is currently unmet within the area.

B. The RMD is fully permitted by all applicable agencies within the Commonwealth of Massachusetts and is in compliance with all State laws and regulations.

C. The proposed use is designed to minimize any adverse impacts on the on the residents of the Town.

D. The RMD contains a secure indoor waiting area for qualifying patients.

E. The storage and/or location of cultivation of Marijuana is adequately secured in enclosed, locked facilities within the RMD.

F. The RMD adequately addresses issues of vehicular and pedestrian traffic, circulation, parking and queuing, especially during peak periods at the facility, and adequately mitigates the impacts of vehicular and pedestrian traffic on neighboring uses.

§173-192. Special Permit Conditions.

A. The SPGA may impose reasonable conditions to improve site design, traffic flow, public safety, water quality, air quality, protection of significant environmental resources and the preservation of community character of the surrounding area including, without limitation, the following:

- (1) Minimization of the impacts of increased noise and traffic.
- (2) Imposition of security precautions related to the high value of products and cash transactions.
- (3) Deterring the presence of unauthorized or ineligible persons at, or near, the RMD.
- (4) Imposition of measures to prevent diversion of marijuana.
- (5) Conditions related to the design and construction of the facility to improve safety, security and conformance with community character.

B. The SPGA shall include conditions concerning the following in any special permit granted pursuant to this Article:

- (1) Hours of operation, including dispatch for any home delivery.
- (2) The reporting of any incidents to the Building Commissioner and Planning Board as required pursuant to 105 CMR 725.110(f) within 24 hours of their occurrence. Such reports may be redacted as necessary to comply with any applicable state or federal laws or regulations.
- (3) The reporting of any cease and desist order, quarantine order, suspension order, limiting sales order, notice of hearing or final action by the Department of Public Health or the Division of Administrative Law Appeals, as applicable, regarding the RMD to the Building Commissioner and the SPGA within 48 hours of the applicant's receipt.

C. The issuance of a special permit pursuant to this Article shall also be subject to the following:

- (1) The special permit shall expire within five (5) years of the date of issue. If the applicant wishes to renew the special permit, an application to renew must be submitted at least 120 days prior to the expiration of the special permit.
- (2) Special permits shall be limited to the original applicant(s) and shall expire on the date the special permit holder ceases operation of the RMD.
- (3) The holder of a special permit shall annually file an affidavit with the Building Commissioner demonstrating that it is in good standing with respect to its Certificate of Registration from the Department of Public Health and any other applicable State licenses.
- (4) The holder of a special permit shall notify the Building Commissioner and the SPGA in writing within 48 hours of the cessation of operation of the RMD or the expiration or termination of the permit holder's Certificate of Registration from the Department of Public Health.
- (5) Special permits shall lapse upon the expiration or termination of an applicant's Certificate of Registration from the Department of Public Health.

Two thirds necessary vote needed, votes cast: 167 Yes, 2 No, total votes cast 168, necessary 113 necessary for 2/3rds votes, so declared passed

ARTICLE 18 ZONING BY-LAW AMENDMENT: ACCESSORY DWELLINGS *[2/3rds vote required]*

To see if the Town will vote to amend the Zoning By-law of the Town of Littleton, by inserting a new Section 173-59, as follows:

§173-59. Conversion of Accessory Dwelling.

A. The Special Permit Granting Authority may amend a Special Permit issued pursuant to §173-58 to provide for occupancy by one (1) or more persons not related by blood or marriage or functionally dependent (for medical or other reasons) on the occupant(s) of the other unit, provided the following conditions are met:

- (1) The unit is contained within an existing owner-occupied dwelling.
- (2) The unit was established by special permit pursuant to §173-58 for the purpose of serving one (1) or more persons related by blood or marriage or functionally dependent (for medical or other reasons) on the occupant(s) of the other unit and the unit served as the *bona fide* residence for such an occupant or occupants for at least two

(2) years, unless such residency concludes earlier by reason of death, medical condition, or similar good cause shown to the satisfaction of the Special Permit Granting Authority.

(3) The unit is a complete, separate housekeeping unit with independent access and egress and containing a kitchen and at least one full bath.

(4) There is no more than one accessory dwelling unit on the lot.

(5) The owner(s) of the residence in which the accessory dwelling unit is to be converted must continue to occupy at least one of the dwelling units as their primary residence, except for *bona fide* temporary absences.

(6) All outside entrance(s) serving an accessory dwelling unit are located in the side or rear of the building.

(7) The gross floor area of the accessory dwelling unit does not exceed one thousand (1,000) square feet.

(8) The accessory dwelling unit may not be occupied by more than three (3) people nor have more than two bedrooms.

B. Conversion of an accessory dwelling unit pursuant to this Section requires the continued occupancy of one of the dwelling units by the property owner(s). Accordingly, as part of the special permit application, the applicant shall submit sworn affidavit stating that the applicant shall occupy one of the dwelling units on the premises as the applicant's primary residence.

C. When any accessory dwelling unit converted pursuant to this section is sold or conveyed in any manner, the new owner(s) shall upon closing record in the Middlesex South District Registry of Deeds, along with their deed, a sworn affidavit stating that the new owner(s) will, in accordance with the terms of the special permit, occupy one of the dwelling units on the premises as the new owner(s) primary residence, except for bona fide temporary absences. The new owner(s) shall provide the Building Commissioner with a copy of the affidavit and documentation of such recording. The special permit shall lapse upon failure of any new owner(s) to timely record said affidavit and/or failure to timely notify the Building Commissioner.

Necessary 2/3rds vote needed to pass. Votes cast: 52 Yes, 93 No, total ballots cast 145, 97 necessary votes needed to pass. Motion fails to meet the required 2/3rds necessary votes

ARTICLE 19 ZONING BY-LAW: AMENDMENT: FLOOD INSURANCE RATE MAPS [2/3rds vote required]

To see if the Town will vote to amend the Zoning Bylaw of the Town of Littleton as follows:

1. Delete the third and fourth sentences of existing Section 173-72 and replace them with the following: öThe map panels of the Middlesex County FIRM that are wholly or partially within the Town of Littleton are panel numbers 25017C0209E, 25017C0216E, 25017C0217E, 25017C0218E, and 25017C0228E, dated June 4, 2010; and 25017C0219F, 25017C0236F, 25017C0237F, 25017C0238F, 25017C0239F, 25017C0241F, and 25017C0243F, dated July 7, 2014. The exact boundaries of the floodplain may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report, dated July 7, 2014.ö

2. Delete from Section 173-73.G the statement öSection of the Massachusetts State Building Code which addresses the floodplain and coastal high hazard areas (currently 780 CMR 120.G, öFlood Resistant Construction and Construction in Coastal Dunesö);ö and insert in its place the following: öSection of the Massachusetts State Building Code which addresses floodplain areas (currently 780 CMR).ö

Ayes have it, article passes by unanimous vote and so declared a 2/3rds vote

ARTICLE 20 LONG LAKE PARK LOT CONSOLIDATION [2/3rds vote required]

To see if the Town will vote, pursuant to Sections 3, 8C and 15A of Chapter 40 of the Massachusetts General Laws, or any other enabling authority, to authorize the Board of Selectmen to transfer by deed to Conservation Commission the care, custody, management and control of the following Town-owned parcels located in Long Lake Park, so-called, identified by Assessors Map and Lot numbers: (A) those acquired by the Town through tax title: U32-57, U32-58, U32-62, U32-66A, U32-69, U32-70, U32-75, U32-132, U32-112, U23-2, U23-3, U23-8, U23-11, U23-19, U23-20, U23-25, and U23-37; and (B) such parcel acquired by the Town by gift: U32-64; provided, however, that, such transfers shall be subject to all existing infrastructure for drainage and provided further that the Town may construct upon any such parcel additional stormwater management infrastructure that is designed to protect the water quality of Long Lake.

Ayes have it, passes unanimously and so declared satisfied the necessary 2/3rds vote

ARTICLE 21 BORROWING AUTHORIZATION

To see if the Town will vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue for the fiscal year beginning July 1, 2014 , in accordance with the provisions of Chapter 44, Section 4 of the General Laws, and to issue a note or notes as may be given for a period of less than one (1) year, in accordance with Chapter 44, Section 17 of the General Laws, or to take any other action in relation thereto.

Unanimously voted through the consent calendar

ARTICLE 22 COMPENSATING BALANCE AGREEMENT

To see if the Town will vote to authorize the Treasurer to enter into a Compensating Balance Agreement(s) for FY 2015, pursuant to Chapter 44, Section 53F of the General Laws, or to take any other action in relation thereto.

Unanimously voted through the consent calendar

ARTICLE 23 FY 2015 PERSONAL EXEMPTION AMOUNTS

To see if the Town will vote to accept Chapter 73 of the Acts and Resolves of 1986, as amended by Chapter 126 of the Acts and Resolves of 1988, and under the provisions thereof to grant additional real estate tax exemptions for fiscal year 2015 to those persons who otherwise qualify for an exemption under Clause s17D, 22, 22A, 22B, 22C, 22D, 22E, 37A or 41C of section 5 of Chapter 59 of the General Laws (elderly persons, disabled veterans, or blind persons), in an amount equal to twenty percent (20%) of said exemption, or to take any other action in relation thereto

Unanimously voted through the consent calendar

ARTICLE 24 PERSONNEL BY-LAW AMENDMENTS

To see if the Town will vote to amend Chapter 33 of the Town Code, Personnel, as follows:

1. By amending §33-7. DEFINITIONS, as follows:

- A. To reorder all definitions so that they appear in alphabetical order;
- B. By amending the following definition to read as follows:
 - _. Compensation Plan - Specified ranges of pay for each job classification included in the Classification Plan, appearing as Schedule A *through* D to these By-Laws.
- C. By adding the following definitions:
 - _. Exempt Employee ó as defined in the federal Fair Labor Standards Act.
 - _. Non-exempt Employee ó as defined in the federal Fair Labor Standards Act.
 - _. Promotion ó For the purposes of this by-law, all positions being filled, including promotions must follow the hiring process stated in §33-9.
 - _. Workforce Development ó a strategic approach to ensure that the necessary talent and skills will be available when needed and that essential knowledge and abilities will be maintained.

2. By adding a new section §33-7A. WORKFORCE DEVELOPMENT to read as follows:

§33-7A. WORKFORCE DEVELOPMENT

The Town is committed to providing the highest levels of excellence in the provision of all service. In order to sustain this level of excellence, it is imperative that the department/employee retain the highest levels of performance and adaptability in a changing work environment. The Town should seek to employ and retain motivated and competent employees. The foundation for this effort is the management of the entire workforce through short and long term planning for competencies and skills needed to carry out each Town position. This

will be, in part, accomplished through ongoing workforce development as a concerted effort to develop both existing and future employees from within and outside the organization. Management should, when possible, identify and develop employees with the potential to fill key leadership positions throughout Town government. The Personnel Board and Town Administrator shall serve as a resource for workforce development.

3. By amending §33-9. HIRING AND RE-CLASSIFICATION to read as follows:

§33-9. HIRING

The filling of all open benefit eligible and non-benefit eligible positions covered by this By-Law must follow the procedures detailed in the Town's Hiring Policy & Procedures manual including, but not limited to the following:

(1) A job description agreed to by both the Appointing Authority and the Personnel Board shall be completed prior to the announcement of the job opening.

(2) The hiring grade and step for the job opening shall be in accordance with the Classification and Compensation Plan, or be developed with and agreed to by the Personnel Board prior to the announcement of the job opening.

(3) The Appointing Authority, in order to find the most qualified candidates, shall determine if the job opening should be posted (a) internally within the Town, or (b) internally and externally. Internal only openings shall be posted for a minimum of one week and marked as "Internal Town Candidates Only". Internal/External postings must be posted for two weeks and, if appropriate, shall be advertised externally. All postings shall be made on the Town Hall Bulletin Board.

4. By amending §33-16. TRANSFER AND PROMOTION OF EMPLOYEES to read as follows:

§33-16. MOVEMENT AND RE-CLASSIFICATION OF EMPLOYEES

A. When a current employee is hired to a position with a higher-rated grade, he/she shall enter it at the step which provides an increase in salary. He/she may also receive a one step rate increase at the time if the Appointing Authority recommends that qualifications and performance warrant it, and the Personnel Board approves.

B. If the employee is transferred to a job at the same grade, he/she shall remain at his/her current step.

C. If the employee is transferred to a lower grade job, he/she shall enter it at his/her own step or at the maximum step for the job, whichever is lower, provided that the Personnel Board approves. The employee shall have the right of appeal to the Personnel Board and to be heard thereon.

D. No employee may be reclassified to a position in another grade either higher or lower until the Personnel Board determines that such a re-classification will be consistent with the provisions of the Classification Plan and this by-law.

5. By amending §33-18. OVERTIME AND COMPENSATORY TIME to read as follows:

§33-18. OVERTIME AND COMPENSATORY TIME

Non-exempt employees begin to accrue overtime after they have worked 40 hours in a work week. Overtime must be pre-approved by the supervisor. The applicable budget must have funds available to cover the overtime pay. Compensatory time may be utilized, on an exception basis, as an alternative to overtime pay, subject to the following restrictions. If overtime is authorized by the supervisor, the choice to accrue compensatory time in lieu of being paid overtime wages must be stated by the employee. As with overtime wages, compensatory time is earned at one and one half hours for every hour worked. All compensatory hours should be logged on the standard compensatory time sheet and attached to the employee's regular time sheet each pay period. Employees should use accrued compensatory time in a timely manner. The use of accrued compensatory time must be pre-approved by the supervisor. In no case should the compensatory time accrual balance be allowed to exceed 24 hours. Compensatory time cannot be rolled over to the new fiscal year and therefore any accrued time must be paid out as overtime wages prior to June 30th of each year. Any unused compensatory time at time of separation of employment must be paid to the employee in their final paycheck.

Exempt employees are not eligible for compensatory time.

6. By amending §33-27. MILITARY LEAVE to read as follows:

§ 33-27. MILITARY LEAVE

A benefit eligible employee who has been granted a military leave of absence because the employee is a member of the Army National Guard, the Air National Guard or a reserve component of the Armed Forces of the United States called to active service in the armed forces of the United States shall be entitled to receive pay at his regular base salary as such an employee, and shall not lose any seniority or any accrued vacation leave, sick leave, personal leave, compensation time or earned overtime. An employee eligible under this section shall be paid his regular base salary as such an employee for each pay period of such military leave of absence, reduced by any amount received from the United States as pay or allowance for military service performed during the same pay

period, excluding overtime pay, shift differential pay, hazardous duty pay or any other additional compensation. For the purposes of this section, the words "active service" shall not include active duty for training or temporary duty in the Army National Guard or Air National Guard or as a reservist in the Armed Forces of the United States.

7. By adding the following to the listing of positions under Schedule A, **Permanent Full and Part-time Employees:**

Grade 6 - Administrative Assistant ó Human Resources
Grade 7 - Wellness Coordinator
Grade 10 - Plumbing Inspector.

Ayes have it, simple majority declared a vote

ARTICLE 25 TOWN BY-LAW AMENDMENT: VETERAN'S PREFERENCE

To see if the Town will vote to amend the Town Code by adding a new Chapter 32, Veterans Preferences, to read as follows,

Chapter 32, VETERAN'S PREFERENCE

§ 32-1. Application of Chapter.

This chapter shall apply to all Town of Littleton departments and to all positions of all employees in the service of the Town, whether benefit eligible, non-benefit eligible or seasonal, other than the School Department, Light and Water Departments, and other than those positions which are covered by separate agreement between any association of employees and the Town or any individual employee and the Town and developed through collective bargaining, except that all provisions of this chapter shall be applicable in so far as any collective bargaining agreement may refer to this chapter and to the extent applicable by statute or in the absence of any other provision.

§ 32-2. Veteran's Hiring Preference.

In the employment of individuals for all positions subject to this Chapter, preference shall be given to citizens of the Commonwealth who have been residents of the Commonwealth for at least six months at the commencement of their employment who are veterans as defined in G.L. c. 4, § 7, Clause 43, and who are qualified to perform the work to which the employment relates. óPreferenceö in this context means that if two or more individuals are equally qualified to perform the work to which the employment relates, the qualified veteran, as defined in this provision, shall be offered the position over the other qualified candidates.

98 votes in the affirmative and 11 votes in the negative, total votes cast 109, motion carries

A motion was made and seconded and unanimously voted to dissolve Town Meeting at 10:13PM. Town Moderator Timothy Goddard so declared Town Meeting dissolved.

A TRUE COPY ATTEST:

Respectfully Submitted,

Diane Crory
TOWN CLERK

SPECIAL TOWN ELECTION

**LITTLETON, MASSACHUSETTS
SPECIAL TOWN ELECTION
JUNE 28, 2014**

BOARD OF SELECTMEN	
Two Year Term	
VOTE FOR ONE	
PAUL J AVELLA 94 Grist Mill Rd Candidate for Election	800

JENNIFER A STACH 40 Bulkeley Rd Candidate for Election	355	
(Write-in)		

Precinct One:

Paul Avella	290
Jennifer Stach	127

Precinct Two:

Paul Avella	250
Jennifer Stach	106

Precinct Three:

Paul Avella	260
Jennifer Stach	122

Total Ballots Cast	1155
Total Registered Voters	6189
Percentage of Voters	18%

Respectfully Submitted,

Diane Crory,
TOWN CLERK

STATE PRIMARY ELECTION

THE COMMONWEALTH OF MASSACHUSETTS
STATE PRIMARY ELECTION
TUESDAY, SEPTEMBER 9, 2014
DEMOCRAT

Pursuant to the warrant and the Constable's return thereon, the polls were opened at 7:00AM by Sandra Clyde, Election Warden. The ballot boxes were examined by the Constable and presiding officer, set at 0, and so recorded. The polls were closed at 8:00PM.

SENATOR IN CONGRESS

P-1	P-2	P-3	Total
Edward J Markey	178	Edward J Markey	151
Blanks	68	Blanks	51

GOVERNOR

P-1	P-2	P-3	Total
Donald M Berwick	48	Donald M Berwick	35
Martha Coakley	84	Martha Coakley	102
Steven Grossman	110	Steven Grossman	64
Blanks	4	Blanks	1

LIEUTENANT GOVERNOR

P-1	P-2	P-3	Total
Leland Cheung	59	Leland Cheung	35
Stephen J Kerrigan	112	Stephen J Kerrigan	94
Michael E Lake	31	Michael E Lake	30

Blanks	44	Blanks	43	Blanks	44	131
--------	----	--------	----	--------	----	-----

ATTORNEY GENERAL

P-1	P-2	P-3	Total
Maura Healy	175	Maura Healy	128
Warren E Tolman	63	Warren E Tolman	64
Blank	8	Blank	10

SECRETARY OF STATE

P-1	P-2	P-3	Total
William Francis Galvin	182	William Francis Galvin	158
Blank	64	Blank	44

TREASURER

P-1	P-2	P-3	Total
Thomas P Conroy	46	Thomas P Conroy	37
Barry R Finegold	74	Barry R Finegold	59
Deborah B Goldberg	98	Deborah B Goldberg	87
Blank	28	Blank	19

AUDITOR

P-1	P-2	P-3	Total
Suzanne M Bump	174	Suzanne M Bump	146
Blank	72	Blank	56

REPRESENTATIVE IN CONGRESS

P-1	P-2	P-3	Total
Nicola S Tsongas	193	Nicola S Tsongas	160
Blank	53	Blank	42

COUNCILLOR

P-1	P-2	P-3	Total
MarilynM Petitto Devaney	109	MarilynM Petitto Devaney	86
Charles N Shapiro	78	Charles N Shapiro	60
Blank	59	Blank	56

SENATOR IN GENERAL COURT

P-1	P-2	P-3	Total
James B Eldridge	194	James B Eldridge	157
Blank	52	Blank	45

REPRESENTATIVE IN GENERAL COURT

P-1	P-2	P-3	Total
James Arciero	193	James Arciero	156
Blank	53	Blank	46

DISTRICT ATTORNEY

P-1	P-2	P-3	Total
Marian T Ryan	133	Marian T Ryan	107
Michael A Sullivan	81	Michael A Sullivan	65
Blank	32	Blank	30

REGISTER OF PROBATE

P-1	P-2	P-3	Total
Tara E DeDristofaro	172	Tara E DeDristofaro	61
Blank	74	Blank	141

**THE COMMONWEALTH OF MASSACHUSETTS
STATE PRIMARY ELECTION
TUESDAY, SEPTEMBER 9, 2014
REPUBLICAN**

Pursuant to the warrant and the Constable's return thereon, the polls were opened at 7:00AM by Sandra Clyde, Election Warden. The ballot boxes were examined by the Constable and presiding officer, set at 0, and so recorded. The polls were closed at 8:00PM.

SENATOR IN CONGRESS

P-1	P-2	P-3	Total
Brian J. Herr	67	Brian J. Herr	65
Blanks	18	Blanks	21

GOVERNOR

P-1	P-2	P-3	Total
Charles D Baker	68	Baker	63
Michael R Fisher	17	Michael R Fisher	23
Blanks	0	Blanks	0

LIEUTENANT GOVERNOR

P-1	P-2	P-3	Total
Karyn E Polito	71	Karyn E Polito	70
Blanks	14	Blanks	16

ATTORNEY GENERAL

P-1	P-2	P-3	Total
John B Miller	71	John B Miller	70
Blank	14	Blank	16

SECRETARY OF STATE

P-1	P-2	P-3	Total
David D'Arcangelo	66	David D'Arcangelo	66
Blank	19	Blank	20

TREASURER

P-1	P-2	P-3	Total
Michael James Heffernan	68	Michael James Heffernan	67
Blank	17	Blank	19

AUDITOR

P-1	P-2	P-3	Total
Patricia S Saint Aubin	66	Patricia S Saint Aubin	65
Blank	19	Blank	21

REPRESENTATIVE IN CONGRESS

P-1	P-2	P-3	Total
Roseann L Ehrhard Wofford	67	Roseann L Ehrhard Wofford	66
Blank	18	Blank	20

COUNCILLOR

P-1	P-2		P-3		Total	
Blank	85	Blank	86	Blank	94	265

SENATOR IN GENERAL COURT

P-1	P-2		P-3		Total	
Blank	85	Blank	86	Blank	94	265

REPRESENTATIVE IN GENERAL COURT

P-1	P-2		P-3		Total	
Dennis J Galvin	69	Dennis J Galvin	68	Dennis J Galvin	77	214
Blank	16	Blank	16	Blank	17	51

DISTRICT ATTORNEY

P-1	P-2		P-3		Total	
Blank	85	Blank	86	Blank	94	265

REGISTER OF PROBATE

P-1	P-2		P-3		Total	
John W Lambert, Sr	69	John W Lambert, Sr	62	John W Lambert, Sr	79	207
Blank	18	Blank	24	Blank	16	58

Total Republican Ballots Cast	265
Total Democrat Ballots Cast	666
Total Republican Registered Voters	832
Total Democrat Registered Voters	1440
Total Unenrolled Registered Voters	2911
Total All Other Registered Voters	19
Grand Total Registered Voters	6202
Percentage of Turnout	15%

Respectfully Submitted,

Diane Crory
TOWN CLERK

THE COMMONWEALTH OF MASSACHUSETTS
STATE ELECTION
TUESDAY, NOVEMBER 4, 2014

Pursuant to the warrant and the Constable's return theon, the polls were opened at 7:00AM by Sandra Clyde, Election Warden. The ballot boxes were examined by the Constable and presiding officer, set at 0, and so recorded. The polls were closed at 8:00PM.

SENATOR IN CONGRESS

P-1	P-2		P-3		Total	
Brian J. Herr	569	Edward J Markey	805	Edward J Markey	686	2270
Blanks	42	Brian J. Herr	577	Brian J. Herr	510	1656
		Blanks	72	Blanks	56	170

GOVERNOR AND LIEUTENANT GOVERNOR

P-1	P-2		P-3		Total	
Baker & Polito	758	Baker & Polito	772	Baker & Polito	659	2189

Coakley & Kerrigan	559	Coakley & Kerrigan	597	Coakley & Kerrigan	516	1672
Falchuk & Jennings	546	Falchuk & Jennings	53	Falchuk & Jennings	46	145
Lively & Saunders	8	Lively & Saunders	9	Lively & Saunders	10	27
McCormick & Post	5	McCormick & Post	10	McCormick & Post	7	22
Blanks	14	Blanks	13	Blanks	14	41

ATTORNEY GENERAL

P-1	P-2	P-3	Total
Maura Healy	756	Maura Healy	765
John B Miller	573	John B Miller	601
Blank	61	Blank	88
			Blank
			69
			218

SECRETARY OF STATE

P-1	P-2	P-3	Total
William Francis Galvin	846	William Francis Galvin	894
David DøArcangelo	412	David DøArcangelo	419
Daniel L Factor	72	Daniel L Factor	65
Blank	60	Blank	76
			Blank
			53
			189

TREASURER

P-1	P-2	P-3	Total
Deborah B Goldberg	63	Deborah B Goldberg	657
Michael James Heffernan	59	Michael James Heffernan	596
Ian T Jackson	6	Ian T Jackson	70
Blank	65	Blank	131
			Blank
			101
			325

AUDITOR

P-1	P-2	P-3	Total
Suzanne M Bump	672	Suzanne M Bump	697
Patricia S Saint Aubin	528	Patricia S Saint Aubin	534
MK Merelice	67	MK Merelice	63
Blank	123	Blank	160
			Blank
			128
			411

REPRESENTATIVE IN CONGRESS

P-1	P-2	P-3	Total
Nicola S Tsongas	837	Nicola S Tsongas	887
Roseann L Ehrhard Wofford	511	Roseann L Ehrhard Wofford	494
Blank	42	Blank	73
			Blank
			53
			168

COUNCILLOR

P-1	P-2	P-3	Total
MarilynM Petitto Devaney	706	MarilynM Petitto Devaney	715
Thomas Sheff	473	Thomas Sheff	486
Blank	211	Blank	253
			Blank
			219
			168

SENATOR IN GENERAL COURT

P-1	P-2	P-3	Total
James B Eldridge	963	James B Eldridge	1005
Blank	427	Blank	449
			891
			2859
			1237

REPRESENTATIVE IN GENERAL COURT

P-1	P-2	P-3	Total
James Arciero	697	James Arciero	716
Dennis J Galvin	551	Dennis J Galvin	556
Arleen M Martino	78	Arleen M Martino	88
Blank	64	Blank	94
			James Arciero
			619
			2032
			Dennis J Galvin
			506
			1613
			Arleen M Martino
			57
			273
			Blank
			70
			228

DISTRICT ATTORNEY

P-1	P-2	P-3	Total
Marian T Ryan	931	Marian T Ryan	948
Blank	459	Blank	506
			Marian T Ryan
			833
			2712
			Blank
			419
			1384

REGISTER OF PROBATE

P-1	P-2	P-3	Total
Tara E DeDristofaro	685	Tara E DeDristofaro	706
John W Lambert, Sr	546	John W Lambert, Sr	551
Blank	159	Blank	200
			Tara E DeDristofaro
			612
			2000
			John W Lambert, Sr
			471
			1568
			Blank
			169
			528

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

YES 2202 NO 1208 BLANK 86

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

YES 1115 NO 2936 BLANK 45

QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

YES 1690 NO 2344 BLANK 62

QUESTION 4: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

YES 2224 NO 1778 BLANK 94

Respectfully Submitted:

*Diane Crory,
TOWN CLERK*

TERCENTENARY GENERAL PLANNING COMMITTEE

On January 11, 2010 the Littleton Board of Selectman voted to establish a General Planning Committee for the Town's Tercentenary Celebration in 2014.

The Committee was authorized to appoint subcommittees as needed. Over 100 volunteers took part in our Tercentennial to make it a year to remember.

Opening Ceremony	June 21 st (See Photo #1 and #2)
Picnic	July 12 th (See Photo #3 and #4)
Parade	September 6 th (See Photo #5 and #6)
Concert & Fireworks	September 6 th (See Photo #7)
Ball	September 13 th (See Photo #8 and #9)
Closing Ceremony	September 27 th (See Photo #10 and #11)

In addition the committee voted to establish a separate committee to make sure we left a legacy to the Town of Littleton. The Legacy Committee took the challenge and we now have a new Town Hall sign, a Welcome to Littleton Sign at Mannion Place and the start of a Common beautification project.

The Committee wants to thank the Town Officials and all the businesses and individuals that made the celebration a success ó without their endless financial and time commitments this would not have been possible.

Our motto became óENJOYö. We hope you óENJOYEDö.

THE TERCENTENARY GENERAL PLANNING COMMITTEE

Jack Holmer, Chairman

Millie McGovern, Vice-Chairman

Ann Himmelberger

Kathy Knox, Treasurer

Robin Sewell, Secretary

Michael Crory

Mary Dugan

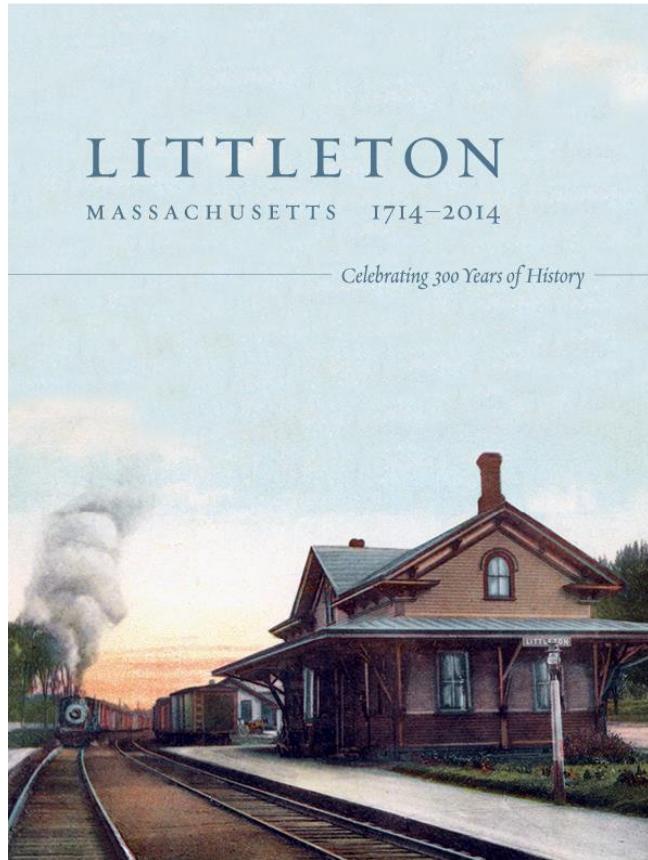
Beth Jouris, Administrative Assistant



LOGO- designed by Brian Jouris



Tercentenary General Planning Committee (courtesy photograph) Caption: Standing -Kathy Knox, Treasurer; Mary Dugan, Robin Sewell, Secretary; and Michael Crory. Seated- Millie McGovern, Vice-Chairman; Jack Holmer, Chairman; and Ann Himmelberger (Missing Beth Jouris, Administrative Assistant)



Historical Book- The Littleton Historical Society published this book to celebrate the Town's 300th Anniversary in 2014.



Opening # 1. Sons of the American Revolution get ready to participate in Littleton's Tercentennial Opening Ceremony.



Opening #2- Selectman Joseph Knox, Fire Chief Scott Wodzinski, and Town Administrator Keith Bergman listen to Patricia Legenza, master of ceremonies at the Tercentennial Opening Ceremony on June 21, 2014.



Picnic #3 Children, friends, parents, and grandparents enjoyed the games, music, pie-eating, hay maze, and activities at the July 12th picnic.



Picnic #4 Kids of all ages tossed water balloons towards the end of Littleton's Tercentennial Picnic.



Parade #5- Parade Marshall Millie McGovern warmly greeted people along King Street on September 6, 2014.



Parade #6 –Local Littleton Firefighters marched the Common marched with over 100 other parade units.



Fireworks #7- Spectacular fireworks filled the night sky!



Ball #8- Ruth and Bill Johnson dressed up in period costumes along with Pat and Don Smith for a memorable evening at the Tercentennial Ball on September 13, 2014.



Ball #9- Nashoba Road residents Michael and Liz Miskin, Susan Perna-Damon, and Tom Damon chose black tie attire for this event under the tent at the Westford Regency Hotel.



Closing #10- Tercentennial sub-committee chairs were showered with buckets of confetti at the Closing Ceremony on September 27, 2014.



Closing #11-Closing Committee members Diane and Michael Crory, Jack Holmer, Chair of the Tercentenary General Planning Committee, and Ball co-chairs, Deb Ogilvie-Austermann and Kathy Knox join in the laughter while viewing the video montage created by LCTV.

STATE & FEDERAL ELECTED OFFICIALS

President of the United States

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

Governor of the Commonwealth

Charles Duane Baker, Jr.
(617) 727-7200
State House.
Boston, MA 02133

Senators in Congress

Elizabeth Warren
2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
Phone: 617-565-3170

Edward Markey
617-565-02203
978 JFK Building
Boston, MA 02203

Representative in Congress

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

Senator in General Court

State Senator Jamie Eldridge
617-722-1120
Middlesex-Worcester District
Room 413F, State House
Boston, MA 02133

Representative in General Court

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

TOWN MEETING & VOTER INFORMATION

Annual Town Meeting	First Monday in May
Annual Town Election	Saturday following May Annual Town Meeting
Form of Government	Open Town Meeting
Absentee Voting	Town, State and National
Population	9233
Number of Registered Voters	6468
Dog Licenses	728
Size of Town	16 square miles

Residential Taxes per \$1000 valuation:

Tax Rate 1993	\$13.82	Tax Rate 2005	\$11.35
Tax Rate 1994	\$15.05	Tax Rate 2006	\$12.17
Tax Rate 1996	\$16.20	Tax Rate 2007	\$12.11
Tax Rate 1997	\$15.58	Tax Rate 2008	\$12.62
Tax Rate 1998	\$14.37	Tax Rate 2009	\$13.85
Tax Rate 1999	\$14.89	Tax Rate 2010	\$15.33
Tax Rate 2000	\$14.09	Tax Rate 2011	\$16.08
Tax Rate 2001	\$12.81	Tax Rate 2012	\$16.98
Tax Rate 2002	\$13.21	Tax Rate 2013	\$17.41
Tax Rate 2003	\$11.15	Tax Rate 2014	\$18.10
Tax Rate 2004	\$11.32		

- To have an article on the Annual Town Meeting Warrant, a petition must be signed by 10 registered voters.
- To have an article on a Special Town Meeting Warrant, a petition must be signed by 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.

GENERAL INFORMATION – WHERE TO CALL

Accounting	Town Accountant	978-540-2440
Appeal of Zoning Decision	Board of Appeals	978-540-2432
Assessments	Board of Assessors	978-540-2410
Birth, Death, and Marriage Certificates	Town Clerk	978-540-2401
Building Permits	Building Commissioner	978-540-2420
Cemeteries	Cemetery Commissioners	978-540-2480
Conservation Issues	Conservation Commission	978-540-2428
Dog Licenses	Town Clerk	978-540-2401
Dog Problems	Dog Officer	978-540-2300
Education Information	School Superintendent's Office	978-540-2500
Elderly Information	Council on Aging	978-540-2470
Elections and Voting Registration	Town Clerk	978-540-2401
Electricity	Light and Water Department	978-540-2222
Fire & Ambulance		
Emergencies	Fire Department	9 1 1
Fire Permits-General Calls	Fire Department	978-540-2302
Garbage and Refuse	Board of Health	978-540-2432
Gas Permits	Gas Inspector	978-540-2420
Health and Sanitation	Board of Health	978-540-2432
Highways and Streets	Highway Department	978-540-2670
Housing for the Elderly	Housing Authority	978-486-8833
Information Technology Office	Information Systems Manager	978-540-2477
Library	Reuben Hoar Library	978-540-2600
Marriage Licenses	Town Clerk	978-540-2401
Nurse (Town)	Board of Health	978-540-2432
Police & Ambulance		
Emergencies	Police Department	9 1 1
Police General Calls & Info	Police Department	978-540-2300
Planning Board	Planning Board	978-540-2425
Plumbing Permits	Plumbing Inspector	978-540-2420
Recreation	Park & Recreation	978-540-2490
Schools	Shaker Lane Elementary	978-486-3959
Nashoba Valley Technical High School	Russell Street Elementary	978-486-3134
Selectmen	Middle School Russell St	978-486-8938
Tax Collections	High School	978-952-2555
Transfer Station Stickers	Superintendent	978-486-8951
Treasurer	Main Office	978-692-4711
Veterans Services	Town Administrator	978-540-2460
Vital Records	Tax Collector	978-540-2405
Water	Transfer Station	978-540-2671
Wiring Permits	Town Treasurer	978-540-2450
Zoning	Veterans Agent	978-540-2485
	Town Clerk	978-540-2401
	Light and Water Department	978-540-2222
	Wiring Inspector	978-540-2420
	Building Commissioner	978-540-2420