

# **2013 TOWN REPORT**



## **TOWN OF WINCHENDON**

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Front Cover - Veteran’s Memorial Park - Picture taken by Kevin Cormier	

ANNUAL REPORTS  
of the  
OFFICERS  
of the  
Town of Winchendon  
Massachusetts  
2013



## **UNITED STATES SENATORS**

Senator Elizabeth Warren  
359 Dirksen Senate Office Building  
United States Senate  
Washington, DC 20510  
202-224-4543

15 New Sudbury St.  
Boston, MA 02203  
617-565-3170

Senator William M. Cowan  
365 Dirksen Senate Office Building  
Washington, DC 20510  
202-224-2742

### **2<sup>nd</sup> MASSACHUSETTS CONGRESSIONAL DISTRICT**

#### **Precinct 1**

Congressman James McGovern  
438 Cannon House Office Building  
Washington, DC 20515  
202-225-6101 FAX: 202-225-5759

24 Church street  
Leominster, MA 01453  
508-831-7356  
FAX: 508-754-0982

### **3<sup>rd</sup> MASSACHUSETTS CONGRESSIONAL DISTRICT**

#### **Precinct 1A, 2 & 3**

Congresswomen Niki Tsongas  
1607 Longworth HOB  
Washington DC 20515  
(202) 225-3411 FAX 202-226-0771

Acton Office  
492 Main Street  
Action, MA 01720  
978-263-1951

## **GOVERNOR**

Governor Deval Patrick  
Governor's Executive Office  
State House, Room 360  
Boston, MA 02133

STATE CITIZEN  
INFORMATION  
800-392-6090  
In State: 888-870-7770

### **2<sup>nd</sup> WORCESTER DISTRICT**

Senator Stephen M. Brewer  
Worcester, Hampden, Hampshire and Franklin Dist.  
Room 212, State House  
Boston, MA 02133-1053  
617-722-1540 FAX: 617-722-1078

District Office  
Tatman House  
20 Common St.  
Barre, MA 01005

Representative Jon Zlotnik.  
State House, Room 437  
Boston, MA 02133-1054  
617-722-2425  
FAX: 617-626-0333

## WINCHENDON TOWN HALL DIRECTORY

109 Front Street, Winchendon, MA 01475

Hours: Mon. 8:00-6:00; Tues.-Thurs. 8:00-5:00; Friday-CLOSED

### EMERGENCY SERVICES: DIAL 911

Town Manager.....	297-0085	Collector/Treasurer.....	297-0152
Assessors.....	297-0155	Town Clerk.....	297-2766
Veterans Services.....	297-0500	Town Accountant.....	297-0171
Health Agent .....	297-3537	Planning/Development.....	297-3308
Conservation Agent.....	297-3537	Land Use.....	297-3537
Dept. of Public Works.....	297-0170	(Building Commissioner, Wiring	
(Highway, Water, Sewer, Landfill)		Inspector, Plumbing/Gas Inspector)	
Beals Memorial Library	297-0300		

### SANITARY LANDFILL

653 River Street - 978-297-0395

9:00 a.m. to 4:00 p.m. Thursday – Saturday

Closed Sunday, Monday, Tuesday & Wednesday

Vehicle Sticker Required

### BOARDS AND COMMITTEE MEETING SCHEDULES

Meetings begin at 7:00 P.M. in the Town Hall Auditorium unless otherwise noted.

Board of Selectmen.....	2 <sup>nd</sup> & 4 <sup>th</sup> Monday of the month
Planning Board.....	1 <sup>st</sup> & 3 <sup>rd</sup> Tuesday of the month
Zoning Board of Appeals.....	1 <sup>st</sup> & 3 <sup>rd</sup> Wednesdays as posted
Board of Health.....	3 <sup>rd</sup> Monday and as posted
Conservation Commission.....	4 <sup>th</sup> Thursday of the month and as posted
Finance Committee.....	2 <sup>nd</sup> Tuesday of the month
Library Trustees.....	4 <sup>th</sup> Tuesday of the month, Beals Memorial Library, Pleasant St.
Board of Assessors.....	10:30 a.m. Thursday as scheduled, Assessors' Office
Housing Authority.....	2 <sup>nd</sup> Tuesday of the month, 108 Ipswich Dr.
School Committee.....	2 <sup>nd</sup> and 4 <sup>th</sup> Thursdays of the month
Toy Town Partnership.....	3 <sup>rd</sup> Tuesday, The Winchendon School on Ash
Agricultural Commission.....	2 <sup>nd</sup> Wednesday of the month
Redevelopment Authority.....	2 <sup>nd</sup> Thursday of the month at 3:30 p.m.

# *In Memoriam*



*Barbara Ashline*

*Born June 19, 1957*

*Died May 23, 2013*

*Barbara was born in Concord, MA and grew up in Boxborough on the Steele Farm, where she found her love for nature. Barbara was a valued employee of the Town of Winchendon where she worked as the Clerk for the Building Dept. and as the Asst. Town Clerk. She is truly missed at Town Hall by all who had the pleasure of working with her and knowing her.*



*Peter J. Azar*

*Born May 27, 1948*

*Died Oct. 6, 2013*

*Peter served as the Superintendent of Schools for Winchendon Public Schools. He will be remembered as a man who cared for his students and believed in the value of education.*



*Frances M. Burbank*

*Born Dec. 26, 1919*

*Died May 14, 2013*

*Frances was a long time resident of Winchendon and worked for many years as a clerk at the Winchendon Town hall. She worked mostly in the Water Department until her retirement. She treasured spending time with her family.*



*Rollande Chalifoux*

*Born July 4, 1914*

*Died Sept. 15, 2013*

*Rollande was a long time resident of Winchendon and was a member and past president of Winchendon Council on Aging as well as a member in the Winchendon Garden Club.*





*Lorraine Homon*  
*Born March 1, 1938*  
*Died November 13, 2013*

*Lorraine worked for the Town of Winchendon under the Senior Work Off Program at the Town Library. She was an asset to the Library staff as well as to the people that she helped. Her greatest enjoyment was spending time with her family and caring for her grandchildren.*



*Mardis E. Priest*  
*Born Nov. 27, 1923*  
*Died Sept. 21, 2013*

*Mardis was a foreman with the Winchendon Water & Sewer Dept. for many years until his retirement in 1980.*

*He also served on the Winchendon Fire Department for 29 years until his retirement in 1971. Mardis also served his country during World War II as a member of the United States Army.*



*John H. White*

*Born October 16, 1928*

*Died January 18, 2014*

*John was a life-long resident of Winchendon. In the mid-1970's he began serving his community. Known for his diligence & amazing recall, John was frequently elected to serve as committee chairman on the many Boards that he was on. John served on the Charter Commission and was always a staunch supporter of the Charter and our Form of Local Government.*



## COMMUNITY PROFILE

Town Incorporated	1764
Form of Government	Open Town Meeting
Annual Town Meeting (Bylaw Article)	No Earlier than First Monday in May. No later than 2 <sup>nd</sup> Monday in June.
Annual Election (Bylaw Article)	First Monday in May each year
Population (2013)	9,055
Number of Water Customers Rate: \$4.77 h.c.f.	2,065
Number of Sewer Customers Rate: \$7.57 h.c.f	1,316
Numbers of Households: Single Family	2,799
Condos	62
2 Family Units	225
3 Family Units	37
4 to 8 Family Unit	51
Number of Commercial Parcels	164
Mix Use (resident/business combine)	113
Industrial Parcels	69
Tax Rate FY14	\$15.96 per \$1,000 valuation
Highest Elevation	Mt. Pleasant, 1,267 feet
Miles of Town Roads	135
Square Miles of Area	42

## **ELECTED OFFICIALS**

### **MODERATOR**

Richard L. Morin Sr.

May 2016

### **SELECTMEN**

Elizabeth Hunt

May 2014

Keith Barrows

May 2015

Robert O'Keefe

May 2015

C. Jackson Blair

May 2016

Fedor Berndt

May 2016

### **SCHOOL COMMITTEE**

Michael Barbaro

May 2014

Michel Niles

May 2014

Andrea Suchocki

May 2015

Susan Burdsall

May 2015

Christopher McDonald

May 2016

### **BOARD OF HEALTH**

Michael Fearing

May 2014

Kevin Bliss

May 2014

Lionel E. Cloutier

May 2015

John Shepardson

May 2015

Edward Bond

May 2016

### **HOUSING AUTHORITY**

Burton E. Gould Jr., (state appointed)

May 2015

David A. Johnson

May 2014

Virginia A. Sibley

May 2016

Jacquelyn Flynn

May 2017

Leston Goodrich

May 2017

## **APPOINTED OFFICERS**

### **ACCOUNTANT**

Donna Allard

### **AGRICULTURAL COUNCIL**

Olivia Tarleton

June 2014

June Girouard, Alt.

June 2014

Audrey LaBrie

June 2016

Kenneth Girouard

June 2016

## **ANIMAL CONTROL**

Wachusett Animal Hospital  
Mark Ransom  
Monica Kebler

June 2014

## **ANIMAL INSPECTOR**

Wachusett Animal Hospital

Indef

## **ASSESSORS**

Harald Scheid  
Jeff Reynolds

## **BEALS LIBRARY IMPROVEMENT COMMITTEE**

Julia White-Cardinal  
Burton E. Gould Jr.  
Ronald Muse

## **BUILDING COMMISSIONER**

Paul Blanchard

## **CAPITAL PLANNING ADVISORY COMMITTEE**

John White  
Robert O'Keefe  
Robert A. Guenther

June 2014  
June 2014  
June 2014

## **TOWN CLERK**

Judy A. Ruschioni

June 2017

## **COLLECTOR/TREASURER**

Donna L. Spellman

June 2016

## **CONSERVATION COMMISSION**

David Koonce, Agent  
Lionel Cloutier  
Garrett Davieu  
Scott Burns  
Becky Hupfeld  
David Whitaker  
Stephen Chace  
Kyle Bradley

June 2014  
June 2014  
June 2014  
June 2015  
June 2016  
June 2016  
June 2016

## CONSTABLES

Frederick Cloutier	June 2014
Robert Hertubise	June 2014
Michael Young	June 2014
Robert Shea	June 2015

## COUNCIL ON AGING

Judith Mizhir	Lila Dorval
Gloria LaBrack	Jean Joyal
Ottmar Rau	Penny Maliska
F. Richard Ladeau	Rudolph Arlig
Jacqueline Flynn	Betty Russell
Cynthia Sylvester	
Sheila Bettro, Coordinator	

## TOWN COUNSEL

Kopelman and Paige

## FENCE VIEWER/FIELD DRIVER

Raymond Harris	June 2014
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## FINANCE COMMITTEE

Thomas J. Kane Jr.	June 2014
Christian Orobello	June 2015
Cynthia Leroy	June 2015
Darlene Rossi	June 2015
Ulysse Maillet	June 2016
Ottmar Rau	June 2016
Robert A. Guenther	June 2016

## FIRE DEPARTMENT

### Membership Roster -

Fire Cheif	Thomas Smith
Deputy Chief	Ricci Ruschioni
Captains -	Martin Brooks
	William Brown
Lieutenants -	Maurice Bateman
	Michael Mullen
	Scott Parkinson
	Frederick Peters
	Robert Soucy

### Firefighters and EMTs -

Karen Armstrong Hurton	Mark Fleminge
Melissa Beauvais	Scott Florio

Brittany Bevilacqua  
James Bevilacqua  
David Bilodeau  
Corey Bohan  
Matthew Bosworth  
Kayla Boutell  
Kyle Bradley  
Daniel Brown  
Lance Budka  
Bryan Clayton  
Jason Clegg  
Brian Croteau  
Carl Davis

Fire Department Chaplain –  
College Intern -  
High School Intern -

Jonathan Guinto  
Patrick Higgins  
Jason Hurton  
Clayton Landry  
Benjamin Miller  
Alec Moulton  
Adam Tenney  
Marty Scott  
Richard Sevigny  
Chrysten Starrett  
Bryan Vaine  
John Cyganiewicz  
William Davis

Thomas Clinkscale  
Bennett Chadbourne  
Antonio Barbaro

## **HEALTH AGENT**

James D. Abare, Inspector

## **HISTORICAL COMMISSION/HISTORIC DISTRICT COMMISSION**

Lois Abare  
Shirley Parks  
Peggy Corbosiero  
Yvonne G. Harrington  
James McCrohon  
Corey Bohan

June 2014  
June 2014  
June 2014  
June 2015  
June 2015  
June 2016

## **LIBRARY TRUSTEES**

Chris Caldwell (Resigned)  
Ronald Klash, Jr.  
Suzanne Rader  
Cindy Darcy  
Ronald Muse

June 2014  
June 2014  
June 2015  
June 2016  
June 2016

## **TOWN MANAGER**

James M. Kreidler Jr.

## **REP. MONTACHUSETT REG. PLANNING**

Guy Corbosiero  
James M. Kreidler Jr. (Alt)

June 2014

## **REP. MONTACHUSETT OPPORTUNITY COUNCIL**

Robert O'Keefe

Dec. 2014

## **REP. MONTACHUSETT REGIONAL TRANSIT AUTHORITY**

Fedor Berndt

June 2014

## **REP. TO MONTY TECH SCHOOL COMMITTEE**

Burton E. Gould, Jr.

June 2017

### **MEASURER OF LUMBER**

Vacant

### **PARKS AND RECREATION**

George Ladeau

June 2014

Noel Veilleux

June 2015

Laura Gaydos

June 2015

Diana Ringer

June 2016

Brian Dickens

June 2016

### **PLANNING BOARD**

Gregory Vine

June 2014

James McCrohan

June 2014

Mark Shea, (Alt.)

June 2014

John H. White

June 2015

Guy Corbosiero

June 2015

Fedor Berndt

June 2016

### **PLANNING AND DEVELOPMENT**

Tracy Murphy, Planning Agent

### **PLUMBING & GAS INSPECTOR**

Donald Desmarais

Robert O'Brien (Alt)

### **POLICE DEPARTMENT**

Scott Livingston, Chief

David Walsh, Lt

Ptl. Richard Oinonen

Ptl. Derek Blair



Det. Kevin Wolski  
Sgt. Raymond Anair  
Sgt. Gerald Gagne  
Sgt.. James Spofford  
SRO. Tracy Flagg

Ptl. Martin Rose  
Ptl. Alan Ross  
Ptl. James Wironen  
Ptl. Daniel Wolski

Dispatchers

Robert Coulombe  
Wayne Gelinas  
Jamie Holden  
Brian Wightman  
Richard Ward  
Rebecca Wood  
Sabrina Simoncic, Per Diem Dispatch  
Marla Driscoll, Per Diem Dispatch  
Kyle Cormier, Per Diem Dispatch  
Marla Driscoll – Administrative Assistant

Reserves

Ptl. Thomas Perry  
Ptl. Brennan Jacoby

**REDEVELOPMENT AUTHORITY**

James Kreidler Jr.	Indef.
Gerry White	Indef.
Elizabeth Hunt, state app.	June 2015
David Connor	June 2015
Sheila Donofrio	June 2016
Dennis Casavant	June 2016
Kenneth LaBrack	June 2016

**REGISTRARS OF VOTERS**

Vicki Connor	June 2014
Teresa Lupien	June 2015
David Connor	June 2016

Judy A. Ruschioni, Clerk

**ELECTIONS**

John Morris, Warden	Indef.
Priscilla Johnson, Deputy Clerk	Indef.

**SEALER, WEIGHTS & MEASURES**

Stephen Slocum	June 2014
Steven Hirons, Alt	June 2014

**TOY TOWN LOCAL PARTNERSHIP**

Elaine Mroz	Lee Cloutier
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George J. Ladeau  
Cynthia Boucher  
Peter Newton

Janet Galat  
Ed Galat

## **TREE WARDEN**

John Deline

## **VETERANS SERVICE DIRECTOR**

Scott Gauthier

## **VETERANS CEMETERY ADVISORY COMMITTEE**

Henry Doody  
F. Richard Ladeau

John Walker  
Priscilla Draeger

## **WINCHENDON CULTURAL COUNCIL**

Doreen Poulin  
Julia White Cardinal  
Gregory Vine  
David LaDeau  
Coral M. Grout  
Theresa Hillman

June 2014  
June 2015  
June 2015  
June 2015  
June 2016  
June 2016

## **WINCHENDON EMERGENCY MANAGEMENT**

James D. Abare, Director  
Thomas J. Smith, Fire Department Representative  
Scott Livingston, Police Department Representative  
John Deline, DPW Representative  
Peter Laperriere, Communications  
Frederick Hardy, Transportation

## **WINCHENDON 250<sup>th</sup> ANNIVERSARY COMMITTEE**

David Ladeau  
Maureen Provost  
Rochelle Lafortune  
Martin Rose  
Don O'Neil  
Barbara Lafrennie

Lynn Murray  
Kris Provost  
Cindy Darcy  
Suzanne Rader  
Janet Corbosiero  
Laura LaBrack

## **WIRING INSPECTOR**

Robert Marshall  
Evan Kaiser, Alternate

June 2014  
June 2014

## **ZONING BOARD OF APPEALS**

Mary Martorella	June 2014
Joseph Snow	June 2014
Raymond Radar (Alt.)	June 2014
Raymond Benoit	June 2015
Cynthia Carvill	June 2015
Mike Potvin	June 2016

## **Annual Report of the Board of Selectmen**

Dear Residents of Winchendon,

It is my pleasure to provide the annual report of the Winchendon Board of Selectman for the calendar year 2013.

Your Board of Selectmen is composed of five elected residents who set policy and oversee the management of your local government. The Board members include Chairman Bob OKeefe, Vice Chairman Beth Hunt, Keith Barrows, Jack Blair and Fedor Berndt. At the spring town election Jack Blair was reelected and Fedor Berndt was elected to his first term on the Board.

To prepare this report I review the events of the past year by re-reading the local newspapers and the minutes of the Board meetings. As each day, week or month passes subtle changes are not noticed but when you look back at a longer period of time these details start to emerge. Hardships and difficulties were there as fires and storms will continue to occur but more often this past year I noticed amazing and wonderful things. Some of these items appeared before the Board of Selectmen and therefore are properly reported here but others are due solely to the wonderful efforts of the people of Winchendon. This was a year full of so many positive and encouraging events but space will allow me to share only a few with you here.

This year, 2013, could be called Winchendon's Year of the Veteran. Almost every month there was an activity related to honoring our veterans. We had our traditional Memorial and Veteran's Days events but also 2013 was the opening of the Montachusett Veterans Outreach Center, Stallings Campus, on Murdock Avenue. After many years of planning and careful research the World War II Monument was erected in Legion Park. It recognizes the 1,105 people of Winchendon that served including several that still live in Winchendon today. Every August 7<sup>th</sup> will now be "Purple Heart Day" in the Town since the Board of Selectman passed a resolution designating Winchendon as a "Purple Heart Town". In December, Wreaths Across America placed a wreath on every grave, nearly 1500, in the Massachusetts Veterans Memorial Cemetery in Winchendon. These events remember the service and sacrifices made in the past but are only accomplished by the volunteers and donations of the people of today.

Many people work hard in keeping our streets and Town clean and beautiful yet they labor often in private and are satisfied with their good deeds, although, sometimes they do get noticed and recognized. This year the Greater Gardner Chamber of Commerce presented its Community Service Award to Donald and Michele Comeau, owners of To Each His Own Design. The Comeaus not only run a successful small business, but also give back to the community through beautification projects, donations and involvement in their organizations in and around Winchendon.

After several years of hard work of the Police Patrolman's Association and the members of the many boards involved we purchased the former Courthouse to be repurposed as our new Police Station. The needs of our Police Department will be met and at the same time we are able to improve Central Street by using a vacant building. The Athol Savings Bank needed to modify its entrance and exit and they have improved the vicinity and we look forward to soon seeing additional changes.

As this report is actually written in early 2014 we have already begun celebrating the 250<sup>th</sup> anniversary of the Town's incorporation. I would like to thank the 250<sup>th</sup> Committee for their planning and efforts over the last couple of years and look forward to reporting on their many events and happenings in the next annual report.

Sincerely,

*Bob O'Keefe*

*Chairman, Board of Selectman*

**MEMO FOR THE TOWN OF WINCHENDON**  
**MAY 6, 2013**  
**ELECTION:**

Met at Murdock Senior Center at: 7:30 a.m.

Polls declared open at: 8:00 a.m. By: John Morris, Warden

Election officers were sworn and assigned to their respective stations.

Official Ballots:

Precinct 1A:	600
Precinct 1:	600
Precinct 2:	600
Precinct 3:	600

Cards of instruction and voting lists delivered to the presiding officer. Specimen ballots and cards of instruction were posted in the hall and at the entrance.

Ballot boxes checked and set at zero. Keys to same turned over to Officer.

Polls were declared closed at 8 p.m. at the close of polls the registers on the ballot boxes read:

Prec. 1 & 1A:	93	Absentee ballots: Prec.1- 4 & 1A -6
Prec. 2:	50	Absentee ballots: 4
Prec. 3	103	Absentee ballots: 20

After being counted, the result of the balloting was announced at: 8:30 p.m.

Ballots cast and not cast and check lists sealed in proper containers and delivered to the Town Clerk's Office.

The results of the balloting was as follows:

	<b>P-1 &amp; 1A</b>	<b>P-2</b>	<b>P-3</b>	<b>TOTAL</b>
<b>MODERATOR</b>				
BLANK	13	2	5	20
<b>RICHARD L. MORIN</b>	<b>79</b>	<b>46</b>	<b>97</b>	<b>222</b>
WRITE INS	1	2	1	4

**SELECTMAN**

BLANK	67	30	61	158
<b>CHARLES J. BLAIR</b>	<b>62</b>	<b>41</b>	<b>86</b>	<b>189</b>
<b>FEDOR W. BERNDT</b>	<b>50</b>	<b>29</b>	<b>56</b>	<b>135</b>
WRITE IN	7		3	10

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**SCHOOL COMMITTEE – 3 YRS**

BLANK	24	4	12	40
<b>CHRISTOPHER M. MCDONALD</b>	<b>66</b>	<b>46</b>	<b>90</b>	<b>202</b>
WRITE IN	3		1	4

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**SCHOOL COMMITTEE- 2 YRS**

BLANK	20	6	12	38
<b>SUSAN F. BURDSALL</b>	<b>71</b>	<b>44</b>	<b>91</b>	<b>206</b>
WRITE IN	2			2

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**BOARD OF HEALTH**

BLANK	28	12	30	70
<b>EDWARD A. BOND</b>	<b>58</b>	<b>38</b>	<b>69</b>	<b>165</b>
WRITE IN	7		4	11

**HOUSING AUTHORITY**

BLANK	9	2	7	18
<b>LESTON J. GOODRICH, JR.</b>	<b>83</b>	<b>48</b>	<b>96</b>	<b>227</b>
WRITE IN	1			1

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<b>TOTAL VOTERS</b>	<b>93</b>	<b>50</b>	<b>103</b>	<b>246</b>
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ATTEST:

*Judy A. Ruschioni*

Winchendon Town Clerk

**WINCHENDON  
ANNUAL TOWN MEETING  
MAY 20, 2013**

Worcester, ss:

To either of the Constables in the Town of Winchendon, in the County of Worcester,

*GREETINGS:*

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Winchendon qualified to vote in town elections and town affairs to meet at the MURDOCK MIDDLE/HIGH SCHOOL, 3 Memorial Drive, off Elmwood Road in said Winchendon on

**MONDAY, MAY 20, 2013  
AT 7:00 P.M.**

then and there to act on the following articles:

**Warden John Morris announced that a quorum was present.**

**Meeting was called to order at 7:00 p.m. by Moderator, Richard L. Morin Sr.**

**REPORTS AND COMMITTEES  
(majority vote required)**

**ARTICLE 1**

To see if the Town will vote to hear and act on the report of the Finance Committee, or act in relation thereto. (usual and customary article)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (unanimously to approve the report read by Ulysses Maillet, Chairman of the Finance Committee.**

**ARTICLE 2**

To see if the Town will vote to hear the annual report of the Selectmen and of any other officers or committees required to report to the Town, or act in relation thereto. (usual and customary article)

**PASS OVER: (unanimously) approved. No reports available.**

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**ARTICLE 3**



To see if the Town will vote to choose all other Town officers or committees that may be required or deemed necessary to the Town for the ensuing year and give any instructions to same, or to any other town officer or officers, or act in relation thereto. (usual and customary article)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**PASS OVER: (Unanimously) approved. No appointments necessary.**

#### **ARTICLE 4**

To see if the Town will vote to discharge any committees, which have completed their duties, or act in relation thereto. (usual and customary article)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**PASS OVER: (Unanimously) approved. No Committees to be discharged.**

### **REVOLVING FUNDS AUTHORIZATION ARTICLE**

**(majority vote required)**

#### **ARTICLE 5**

To see if the Town will vote to establish the following revolving accounts as provided for under the provisions of section 53E ½ of Chapter 44 of the Massachusetts General Laws, for the purposes specified and each not to exceed \$20,000.00 in fiscal year 2014:

Hazardous Materials Fees under G.L. c.21E, §4 - the Fire Chief shall be authorized to expend said fund for the purchase of supplies and material relating to hazardous material recovery;

Student Parking Fees- the Winchendon Public Schools shall be authorized to expend said fund for establishing and operating parking permit program and maintenance of parking lot and/or proposed parking lot expansion;

Land Use Restitution and/or Insurance Reimbursement Receipts - the Land Use Office shall be authorized to expend said fund for any lawful purpose relating to its department;

Athletics Advertising Fees- the School Athletic Department shall be authorized to expend said fund for any lawful purpose relating to its department;

Agricultural Commission Fees- the Agricultural Commission shall be authorized to expend said fund for any lawful purpose relating to its department;

Public Health Clean-up Lien Receipts Received in Connection with Board of Health Property Clean-up - the Board of Health shall be authorized to expend said fund for any lawful purpose relating to such clean-ups; and

Planning and Development Large Format Copier and Plotter Fees - the Office of Planning and Development shall be authorized to expend said fund for any lawful purpose relating to the Large Format Copier and Plotter.

or act in relation thereto. (submitted by the Town Manager)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Unanimously) approved the article as printed.**

## **GENERAL GOVERNMENT BUDGET ARTICLE**

**(majority vote required)**

To see if the Town will vote to raise and appropriate and transfer from other available funds\* the sum of \$9,675,809 for the operating budget of the Town for the fiscal year beginning July 1, 2013, or act in relation thereto. (usual and customary article)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Unanimously) approved the article as printed.**

\*Other Available Funds:

Cemetery Trust	\$ 5,000.00
Cemetery Sale of Lots	\$ 9,000.00
Dog Fees	\$ 14,000.00
Title V Liens Redemption	\$ 7,810.00
Infrastructure Fund	\$ 72,300.00
	<hr/>
	\$ 108,110.00

## **FISCAL YEAR 14 GENERAL GOVERNMENT BUDGET**

As has been practice, the format of the Fiscal Year 2014 budget that follows depicts the proposed expenditures for the various major components and then the total of the General Government budget. They are as follows:

1. Administration, Finance and Benefits
2. Regulatory Boards, Commissions and Departments
3. Public Safety
4. Public Works
5. Human Services
6. Debt Service
7. Regional Expenses
8. Total FY14 General Government Budget

The total for each component, numbers 1-8, appears in the budget in numbered and gray shaded lines. These are the budget numbers before you for your consideration and vote.

Additional detailed information depicting the subcomponents within each major component also appears in the following budget. These subcomponent budget numbers provide a more detailed look into what makes up the expenditure of each major component. These numbers appear without shading, with asterisks (\*) and are for informational purposes only.

		FY13	FY14	%	
	ACCOUNT	ACTUAL	PROPOSED	CHANGE	COMMENTS:
	<b>ADMINISTRATION, FINANCE AND</b>				
<b>1</b>	<b>BENEFITS:</b>				
	SELECTMEN				
*	OFFICE	24,000	24,000.00	0%	No Change
	TOWN				
	MANAGER				
*	OFFICE	259,671.00	259,671.00	0%	No Change
	FINANCE				
*	COMMITTEE	47,860.00	47,860.00	0%	No Change
	ACCOUNTING				Retirement-Reduced
*	OFFICE	94,698.00	86,469.00	-9.0%	Salary
	<b>STM</b>	(5,000.0)		-4.0%	
	ASSESSORS				
*	OFFICE	77,605.00	77,889.00	0%	No Change
	COLLECTOR/				
*	TREASURER	164,353.00	166,217.00	1%	New Hire Rate
*	AUDIT EXPENSE	28,500.00	34,000.00	19%	Actual Expense
	LEGAL				
*	EXPENSE	60,000.00	60,000.00	0%	No Change
	DATA				
*	PROCESSING	39,300.00	39,300.00	0%	No Change
*	TECHNOLOGY	17,904.00	17,904.00	0%	No Change
	COMM.				
*	COMMITTEE	33,500.00	33,500.00	0%	No Change
	<b>STM</b>	(6,000.00)		22%	Temporary Change
	TOWN CLERK				
*	OFFICE	84,986.00	89,043.00	5%	New Hire Rate
	<b>STM</b>	(3,000.00)		9%	
	REGISTRAR OF				
*	VOTERS	25,585.00	18,610.00	-27%	Fewer Elections
*	TOWN HALL	120,276.00	115,268.00	-4%	Utility Cost Decreases

* PENSIONS	834,891.00	958,573.00	15%	Actual Assessment
* COMP AND				
* UNEMPLOY	195,944.00	131,372.00	-33%	Actual Expense
STM	(35,000.00)		18%	
* HEALTH INS.	1,761,590.00	1,731,594.00	-2%	Projected Expense
LIFE				
* INSURANCE	25,300.00	25,300.00	0%	Actual Expense
* MEDICARE	198,000.00	196,050.00	-1%	Projected Expense
PROPERTY/LIAB				
* ILITY INS.	170,574.00	177,905.00	4%	Actual Expense
SEPERATION				
* BENEFITS		78,848.00		Actual Expense
<b>TOTAL ADMIN.</b>				
<b>1 AND FINANCE</b>	<b>4,215,537.00</b>	<b>4,369,373.00</b>	<b>4%</b>	<b>\$153,836.00</b>
<b>2 REGULATORY</b>				
* CONSERVATION	15,589.00	15,515.00	0%	No Change
PLANNING				
* BOARD	6,000.00	6,000.00	0%	No Change
* ZONING BOARD	1,918.00	1,918.00	0%	No Change
COMMUNITY				
* DEV.	65,406.00	99,224.00	52%	Funding Salaries
LAND USE				
* OFFICE	92,654.00	93,472.00	1%	Salary Accrual
<b>TOTAL</b>				
<b>2 REGULATORY</b>	<b>181,567.00</b>	<b>216,129.00</b>	<b>19%</b>	<b>\$34,562.00</b>
<b>3 PUBLIC SAFETY DEPARTMENTS</b>				
POLICE/				
* DISPATCH/ACO	1,232,328.00	1,326,925.00	8%	Funded Detective
STM	(9,000.00)		8%	
FIRE/				
* AMBULANCE	672,964.00	676,257.00	0%	New Hire Rate
				Misc. Minor
* CIVIL DEFENSE	3,877.00	4,877.00	26%	Increases
BOARD OF				
* HEALTH	58,095.00	55,381.00	-5%	Misc. Minor Cuts
<b>TOTAL PUBLIC</b>				
<b>3 SAFETY</b>	<b>1,958,264.00</b>	<b>2,063,440.00</b>	<b>5%</b>	<b>\$105,176.00</b>
<b>4 PUBLIC WORKS</b>				
* ADMINISTRATION	72,465.00	53,262.00	-26%	Reallocate Expenses

* HIGHWAY	391,218.00	301,009.00	-23%	Reallocate Expenses
STM	(94,500.00)		1%	
FLEET				
* MAINTENANCE	273,660.00	223,307.00	-18%	Reallocate Expenses
* CEMETERY	89,411.00	89,962.00	1%	Payroll Accrual
* SNOW AND ICE	101,000.00	101,000.00	0%	No Change
				Utility Cost
* STREET LIGHTS	48,000.00	58,500.00	22%	Increases
LANDFILL				Monitoring
* EXPENSE	35,000.00	23,000.00	-34%	Schedule Chg.
STM	(12,000.00)		0%	
* TREE TRIMMING	5,000.00	5,000.00	0%	No Change
<b>TOTAL PUBLIC</b>				
<b>4 WORKS</b>	<b>909,254.00</b>	<b>860,240.00</b>	<b>-5%</b>	<b>(\$49,014.00)</b>
<b>5 HUMAN SERVICES</b>				
COUNCIL ON				
* AGING	143,833.00	140,411.00	-2%	Utility Decreases
				Increased Veteran
* VETERANS	316,304.00	341,390.00	8%	benefits
* LIBRARY	163,541.00	164,601.00	1%	Payroll Accrual
RECREATION				
* COMMITTEE	3,400.00	3,400.00	0%	No Change
HISTORICAL				
* COMMISSION	500.00	500.00	0%	No Change
<b>TOTAL HUMAN</b>				
<b>5 SERVICES</b>	<b>627,578.00</b>	<b>650,302.00</b>	<b>4%</b>	<b>\$22,724.00</b>
<b>6 DEBT SERVICE</b>				
* DEBT SERVICE	996,017.00	852,274.00	-15%	Actual Expense
<b>TOTAL DEBT</b>				
<b>6 SERVICE</b>	<b>996,017.00</b>	<b>847,074.00</b>	<b>-15%</b>	<b>(\$148,943.00)</b>
<b>7 REGIONAL EXPENSES</b>				
REGIONAL				
* PLANNING	2,959.00	3,033.00	3%	Actual Assessment
MONTY TECH				
* ASSESSMENT	556,991.00	666,218.00	20%	Actual Assessment
<b>TOTAL</b>				
<b>7 REGIONAL EXPENSES</b>	<b>559,950.00</b>	<b>669,251.00</b>	<b>20%</b>	<b>\$109,301.00</b>
<b>8 TOTAL RAISE &amp; APPROPRIATE</b>	<b>9,448,167.00</b>	<b>9,675,809.00</b>	<b>2.4%</b>	<b>\$227,642.00</b>

## **WATER ENTERPRISE ARTICLE**

**(majority vote required)**

### **ARTICLE 7**

To see if the Town will vote to appropriate the sum of \$969,587.00 ( Water Receipts- \$800,000 and Water Retained Earnings- \$169,587) for the operating budget of the Water Department enterprise fund for the fiscal year beginning July 1, 2013, or act in relation thereto. (usual and customary article)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Unanimously) to approve the article as written.**

## **WASTEWATER ENTERPRISE ARTICLE**

**(majority vote required)**

### **ARTICLE 8**

To see if the Town will vote to appropriate the sum of \$1,117,979.00 (Sewer Receipts- \$847,979 and Betterment Revenues- \$270,000) for the operating budget of the Wastewater Treatment Department enterprise fund for the fiscal year beginning July 1, 2013, or act in relation thereto. (usual and customary article)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Unanimously) to approve the article as written.**

## **TRANSFER STATION ENTERPRISE ARTICLES**

**(majority vote required)**

### **ARTICLE 9**

To see if the Town will vote to appropriate the sum of \$187,486.00 from Transfer Station Receipts for the operating budget of the Transfer Station enterprise fund for the fiscal year beginning July 1, 2013, or act in relation thereto. (submitted by the Town Manager)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Unanimously) to approve the article as written.**

## **EDUCATION BUDGET ARTICLES**

**(majority vote required)**

## **School Operating Budget Article**

### **ARTICLE 10**

To see if the Town will vote to raise and appropriate the sum of \$13,185,291.00 (\$11,216,010.00 Chapter 70 plus \$4,903,651.00 Local Aid (Governor's Proposal) less \$2,934,370.00 Indirect Costs) for the School Department for the operating budget of the Winchendon Public Schools for the fiscal year beginning July 1, 2013, or take any action thereon. (Submitted by the School Department)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 4-0-1 Recommend**

**VOTED: (Unanimously) to approve the article as printed.**

## **School Transportation Article**

### **ARTICLE 11**

To see if the Town will vote to raise and appropriate the sum of \$1,190,000.00 for School Transportation for the following purposes:

In town Transportation:	\$ 638,840.00
Special Education Transportation:	\$ 540,000.00
Crossing Guards:	\$ 11,160.00

said sum to be expended by the School Committee, or act in relation thereto. (submitted by the Town Manager, usual and customary article)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 4-0-1 Recommend**

**VOTED: (Unanimously) to approve the article as printed.**

## **USUAL AND CUSTOMARY FINANCIAL ARTICLES**

**(majority and/or two-thirds vote required)**

### **ARTICLE 12**

To see if the Town will vote to transfer from overlay surplus funds the sum of nine thousand dollars (\$9,000) for the Senior Tax Work-off Program, or act in relation thereto. (submitted by the Town Manager)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Unanimously) to approve the article as printed.**

### **ARTICLE 13**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$28,000.00 as grants to the following non-profit entities in consideration of the numerous services provided to the Town:

\$18,000- Community Action Committee from \_\_\_\_\_  
\$10,000- Clark Memorial YMCA from water retained earnings.  
or act in relation thereto. (submitted by the Town Manager)

**BOARD OF SELECTMEN: 3-1 Recommend with amending to raise & appropriate**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (two-thirds) to approve \$10,000 for the Clark Memorial YMCA from water retained earnings. The Community Action committee was passed over until the fall town meeting.**

## **CAPITAL ARTICLES**

**(majority and/or two-thirds vote required)**

### **ARTICLE 14**

To see if the town will amend its general bylaws by striking out the present section 2.9, CAPITAL PLANNING ADVISORY COMMITTEE, and inserting in the place thereof the following:

#### **SECTION 2.9: CAPITAL PLANNING COMMITTEE**

**A. Appointments.** Consistent with the Winchendon Home Rule Charter, Section 2.3(d), the Committee shall be composed of five registered voters of the Town - one to be appointed by the moderator and one to be appointed by each of the following: Board of Selectmen, School Committee, Finance Committee and Planning Board. The Committee shall choose a chairman. Appointments shall be made following the Annual Town Meeting, for the period beginning July 1 through June 30 of each year. Vacancies shall be filled in the manner of the original appointment for the remainder of the unexpired term; provided, however that if 30 days pass after notice of the vacancy has been provided to the respective appointing authority, the committee may fill the position under Section 7-8 of the Town Charter. Each appointing authority shall consider the qualifications of applicants for appointment, and who will best be able to represent both Town employees and taxpayers. If possible, appointees shall include registered voters who are familiar with and experienced with financial principles.

**B. Duties and Responsibilities.** The Committee shall consider the capital needs of the Town including both long term and more immediate needs. It shall evaluate, coordinate and prioritize proposed capital improvements and other outlays involving major assets and projects, including proposed gifts to the Town that would incur future operating costs. It shall determine the method of funding for each capital need. It shall advise the Town Manager and Town Meeting.

**C. Characteristics of a Capital Project.** A "capital project" is one that:

1. Will have a useful life of three or more years or will not recur within three years



2. Will cost at least \$10,000, whether spread over one or more years; provided further that large projects shall not be divided into smaller projects to avoid this threshold.

3. May include but not be limited to: the purchase of land; the erection of new buildings and alterations to existing buildings; the construction of and major repairs to infrastructure such as highways, water mains and stormwater systems; the purchase of vehicles, machinery and heavy equipment; or the purchase and installation of technology and communications equipment.

**D. Review of Capital Projects.** All proposed Capital Projects shall be reviewed by the Committee, and requests therefor may be submitted at any time. Such review is not necessarily dependent on the annual budget cycle, and shall occur regardless of whether the project is included within the annual Town operating budget, will be funded through a grant, or is a proposed gift that will later incur operating or maintenance costs. The Committee in examining the need for capital improvements shall evaluate the need for the project, the urgency of the need, and the affordability of the project. The Town Manager and the Finance Committee shall be invited to all meetings where Capital Projects are reviewed.

**E. Project Requests and Financial Impact Statements.** Capital Project requests may be submitted by any Town agency or as set forth in a petitioned warrant article, and shall, if submitted by a Town agency, be accompanied by an estimated initial capital cost and a financial impact statement detailing increased operating costs reasonably necessary for the project to accomplish its intended purpose. The Committee may request, but not require, additional information or that the project proponent attend a meeting of the committee.

**F. Recommendations.** The Committee shall recommend to the Town Manager a proposed annual capital budget and five year capital plan, prioritizing the capital budget requests it has reviewed, and proposing funding sources therefor. Such recommendation shall, to the extent possible, be submitted well in advance of the deadline for submission of a capital budget as required by Section 5-7 of the Town Charter. Notwithstanding the provisions of this bylaw, however, failure of the Committee to review a proposed Capital Project or to make a recommendation with respect to the same, shall not prohibit inclusion of the same in the capital budget prepared by the Town Manager or action of the Town Meeting with respect thereto. The Committee shall report at Town Meeting its recommendation on each capital project included in the warrant. Submitted by the Capital Planning Committee

**BOARD OF SELECTMEN: 4-0 RECOMMEND**

**FINANCE COMMITTEE: 4-1-0 RECOMMEND**

**VOTED: (Unanimously) to approve the article as printed.**

## **ARTICLE 15**

To see if the town will vote that one half of the revenue received in accordance with Payment in Lieu of Taxes (PILOT) agreements will henceforth be placed in the Capital Stabilization Fund; or act in relation thereto. (Submitted by the Capital Planning Advisory Committee)

**BOARD OF SELECTMEN: (Tabled for next meeting)**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Unanimously) to approve the article as printed.**

#### **ARTICLE 16**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$34,500 to be used to replace the existing septic system (\$15,000), a Tight Tank for the floor drain system (\$10,000) both for the fleet maintenance garage, and to purchase a diesel tractor with mowing deck (\$9,500) for the cemetery department; or act in relation thereto. (Submitted by the Capital Planning Advisory Committee)

**BOARD OF SELECTMEN: 4-0 Recommend amended to raise and appropriate by borrowing**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Unanimously) to approve the article as printed.**

#### **ARTICLE 17**

To see if the Town will vote to raise and appropriate the total sum of \$71,963.00, for the purposes shown below; provided that the amounts appropriated hereunder shall be expressly contingent upon approval by the voters of a Proposition 2 ½, so-called, capital exclusion question pursuant to G.L. c.59, §21C (i 1/2):

\$18,714 - School Department - Additional surveillance cameras for Murdock Middle High School

\$10,000 - School Department - Additional surveillance cameras for Toy Town Elementary School

\$43,249 - School Department - Surveillance camera system for Memorial School;

or act in relation thereto. (Submitted by the Capital Planning Advisory Committee)

**BOARD OF SELECTMEN: 3-1 Recommend**

**FINANCE COMMITTEE: 4-0-1 Recommend**

**VOTED: (Two-thirds) to approve the article as printed.**

#### **ARTICLE 18**

To see if the Town will vote to raise and appropriate the total sum of \$57,000.00, for the purposes shown below; provided that the amounts appropriated hereunder shall be expressly contingent upon approval by the voters of a Proposition 2 ½, so-called, capital exclusion question pursuant to G.L. c.59, §21C (i 1/2):

\$42,000 - Fire Dept. - Purchase a 4x4 pickup truck for fighting brush fire

\$15,000 - Fire Dept. - Purchase additional software licenses for Ambulance and Office;

or act in relation thereto. (Submitted by the Capital Planning Advisory Committee)

**BOARD OF SELECTMEN: 4-0 Recommend**  
**FINANCE COMMITTEE: 5-0 Recommend**  
**VOTED: (Two-thirds) to approve the article as printed.**

#### **ARTICLE 19**

To see if the Town will vote to raise and appropriate the total sum of \$60,000.00, for the purposes shown below; provided that the amounts appropriated hereunder shall be expressly contingent upon approval by the voters of a Proposition 2 ½, so-called, capital exclusion question pursuant to G.L. c.59, §21C (i 1/2):

\$60,000 - Public Works - One ton dump truck with plow and sander; or act in relation thereto. (Submitted by the Capital Planning Advisory Committee)

**BOARD OF SELECTMEN: 4-0 Recommend**  
**FINANCE COMMITTEE: 5-0 Recommend**  
**VOTED: (Unanimously) to approve the article as printed.**

#### **ARTICLE 20**

To see if the Town will vote to transfer \$55,000 from Water Enterprise retained earnings for the purchase and equipping of a one-ton, four-wheel drive utility truck and snow plow to replace the existing 1999 utility truck, or act in relation thereto. (Submitted by Public Works Director)

**BOARD OF SELECTMEN: 4-0 Recommend**  
**FINANCE COMMITTEE: 5-0 Recommend**  
**VOTED: (Two-thirds) to approve the article as printed.**

#### **ARTICLE 21**

To see if the Town will vote to appropriate the sum of \$180,000 for the purposes shown below; and as funding therefor, that the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum and issue bonds and notes therefor pursuant to G.L. c.44, §7 or any other enabling authority; provided, however, that the amounts appropriated hereunder shall be expressly contingent upon approval by the voters of a Proposition 2 ½, so-called, debt exclusion question pursuant to G.L. c.59, §21C (k),

\$180,000.00 – Replace and insulate the roof on the Public Works Garage,  
including all costs incidental and related thereto,

or act in relation thereto. (Submitted by Public Works Director)

**BOARD OF SELECTMEN: 4-0 Not Recommend**  
**FINANCE COMMITTEE: 5-0 Not Recommend**  
**VOTED: (Unanimously) to DISAPPROVE the article.**

#### **ARTICLE 22**

To see if the Town will vote to appropriate the sum of \$115,000 for the purpose shown below; and as funding therefor that the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum and issue bonds and notes therefor pursuant

to G.L. c.44, §7 or any other enabling authority; provided, however, that the amounts appropriated hereunder shall be expressly contingent upon approval by the voters of a Proposition 2 ½, so-called, debt exclusion question pursuant to G.L. c.59, §21C (k),

\$115,000.00 – Purchase of municipal tractor for sidewalk snow removal and provided further that the funds appropriated hereunder shall not be expended unless the Town receives a grant for the purposes set forth herein in the amount of \$60,000;

or act in relation thereto. (Submitted by Public Works Director)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (two-thirds) to approve the article as printed.**

### **ARTICLE 23**

To see if the Town will vote to appropriate the sum of \$850,000 for the purpose shown below; and as funding therefor that the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum and issue bonds and notes therefor pursuant to G.L. c.44, §7 or any other enabling authority; provided, however, that the amounts appropriated hereunder shall be expressly contingent upon approval by the voters of a Proposition 2 ½, so-called, debt exclusion question pursuant to G.L. c.59, §21C (k),

\$850,000.00 –Purchase and equip a new aerial tower to replace our antique 1984 E-One ladder, including all costs incidental and related thereto

or act in relation thereto. (Submitted by Fire Chief)

**BOARD OF SELECTMEN: 4-0 Not Recommend**

**FINANCE COMMITTEE: 5-0 Not Recommend**

**VOTED: (Two-thirds) to approve the article as printed.**

## **STABILIZATION FUND ARTICLE**

**(two-thirds vote required)**

### **ARTICLE 24**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Stabilization Fund, or act in relation thereto.

(Submitted by the Town Manager)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Two-thirds) to pass over article.**

## **GENERAL BUSINESS ARTICLES**

**(majority vote required)**

## **ARTICLE 25**

To see if the Town will vote to transfer the property described below from the Board of Selectmen for the purposes for which it is currently held to the Board of Selectmen for purposes of conveyance, and further, to authorize the Board of Selectmen to convey to the Winchendon Redevelopment Authority, on such terms and consideration as the Board of Selectmen deems appropriate, a portion of property shown as Assessor's Map 5B2, Parcel 295 consisting of approximately .53 acres and further described in deed recorded in Book 2386 Page 356 of the Registry of Deeds, Worcester District, for the purpose of resale to further promote community/economic development, or act in relation thereto. (Submitted by the Winchendon Redevelopment Authority)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Two-thirds) to approve article as printed.**

## **GENERAL BYLAW ARTICLES** **(majority vote required)**

## **ARTICLE 26**

To see if the Town will vote to amend the Town's Bylaws by inserting the following new article:

### **Littering By-Law**

No person shall throw, discard, deposit, or abandon upon any public way or other property owned by the Town or on the property of another any litter, except in a designated waste receptacle or as may otherwise be directed by the Town or the property owner. For purposes of this bylaw, the term "litter" shall include but is not limited to: paper wrappers; paper bags; paper towels or napkins; paper or plastic cups; cup lids; plastic bags; plastic or glass bottles; beverage cans; cigarette butts; cigarette packs; gum packs; tissues; fruit skins and containers; and any other items that would be considered trash. Enforcement: The provisions of this bylaw may be enforced by the Agent of the Board of Health and any Police Officer of the Town of Winchendon, by any available means in law or equity, including but not limited to enforcement by non-criminal disposition pursuant to MG.L. c. 40 § 21D. Each day a violation exists shall constitute a separate offense. For the purposes of non-criminal disposition, the following fine schedule shall apply:

First offense: \$ 50.00

Second offense: \$ 250.00

Third and each subsequent offense: \$ 300.00

or act in relation to. (Submitted by DPW Superintendent)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Two-thirds) to approve the article as printed.**

#### **ARTICLE 27**

To see if the Town will vote to amend the Historic District Bylaw of the Town of Winchendon by deleting Section 15.3(b) and re-lettering the remaining sections of Section 15.3 accordingly, or act in relation thereto. (submitted by the Historical District Commission/Historic Commission)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Two-thirds) to approve the article as printed.**

#### **ARTICLE 28**

To see if the Town will vote to adopt the “Stretch Energy Code” set forth in the State Building Code at 780 CMR 120.AA (i.e., Appendix 120.AA) as it may be amended from time to time, for the purpose of regulating the design and construction of buildings for the effective use of energy, a copy of which is on file with the Town Clerk, and to amend the Town Bylaws by inserting a new Chapter \_\_\_, “Stretch Energy Code Bylaw”, as follows:

##### Stretch Energy Code

##### Section 1 - Adoption

The Town of Winchendon has adopted the provisions of 780 CMR 115.AA (i.e., Appendix 115.AA of the State Building Code or the “Stretch Energy Code”), as may be amended from time to time, in place of the provisions set forth under 780 CMR 13.00, 34.00, 61.00 and 93.00.

##### Section 2 - Purpose

The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code otherwise set forth under the State Building Code.

Or take any action in relation thereto. (submitted by the Town Manager)

**BOARD OF SELECTMEN: 4-0 Recommend**

**FINANCE COMMITTEE: 5-0 Recommend**

**VOTED: (Two-thirds) to approve the article as printed.**

**It was moved, seconded to adjourn the meeting at 8:46 p.m.**

Attest:

*Judy A. Ruschioni*

Judy A. Ruschioni

Winchendon Town Clerk

You are hereby directed to serve this warrant by posting attested copies thereof at the several places designated by the bylaws of the town of Winchendon seven days at least before the time of holding such meeting and by mailing a copy of this warrant to each household in Winchendon in which a registered voter resides or by publication of the same in a newspaper of local distribution as required by said bylaws.

Hereof, fail not and make due return of said warrant with your doings thereon at the time and place of the meeting aforesaid. Given under our hands and seal this 16th day of April 2013.

**BOARD OF SELECTMEN:**

*Robert M. O'Keefe*

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Robert M. O'Keefe, Chair

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Elizabeth R. Hunt, Vice Chair

*C. Jackson Blair*

---

C. Jackson Blair

*Keith R. Barrows*

---

Keith R. Barrows

*Guy Corbosiero*

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Guy Corbosiero

I have this day posted the within warrant as therein directed:

Fred Cloutier  
PRINT CONSTABLE NAME

*Fred Cloutier*  
SIGN CONSTABLE NAME

May 1, 2013  
DATE:

<p><b>FINANCE COMMITTEE PUBLIC HEARING</b> <b>April 16, 2013 at 7:00 PM</b> <b>4<sup>th</sup> Floor Robinson-Broadhurst Conference Room</b></p>
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This institution is an equal opportunity provider. To file a complaint of discrimination write  
USDA, Director, Office of Civil Rights, Washington, DC. 20250-9410

TO: Board of Selectmen

FROM: Town Clerk

The following sums of money were voted to be raised and appropriated or appropriated by transfer or by borrowing for the fiscal year beginning on July 1, 2013, at the Annual Town Meeting which convened on May 20th, 2013.

SELECTMEN OFFICE	24,000.00
TOWN MANAGER OFFICE	259,671.00
FINANCE COMMITTEE	47,860.00
ACCOUNTING OFFICE	86,469.00
ASSESSORS OFFICE	77,889.00
COLLECTOR/TREASURER	166,217.00
AUDIT EXPENSE	34,000.00
LEGAL EXPENSE	60,000.00
DATA PROCESSING	39,300.00
TECHNOLOGY	17,904.00
COMM. COMMITTEE	33,500.00
TOWN CLERK OFFICE	89,043.00
REGISTRAR OF VOTERS	18,610.00
TOWN HALL	115,268.00
PENSIONS	958,573.00
COMP & UNEMPLOYMENT	131,372.00
HEALTH INSURANCE	1,731,594.00
LIFE INSURANCE	25,300.00
MEDICARE	196,050.00
PROPERTY/LIABILITY INS.	177,905.00
SEPARATION BENEFITS	78,848.00
<b>TOTAL ADMIN. AND FINANCE</b>	<b>4,369,373.00</b>
CONSERVATION	15,515.00
PLANNING BOARD	6,000.00
ZONING BOARD	1,918.00
COMMUNITY DEVELOPMENT	99,224.00
LAND USE OFFICE	93,472.00
<b>TOTAL REGULATORY</b>	<b>216,129.00</b>
POLICE/DISPATCH/ACO	1,326,925.00
FIRE/AMBULANCE	676,257.00
CIVIL DEFENSE	4,877.00
BOARD OF HEALTH	55,381.00
<b>TOTAL PUBLIC SAFETY</b>	<b>2,063,440.00</b>



ADMINISTRATION	53,262.00
HIGHWAY	301,009.00
FLEET MAINTENANCE	223,307.00
CEMETERY	89,962.00
SNOW AND ICE	101,000.00
STREET LIGHTS	58,500.00
LANDFILL EXPENSE	23,000.00
TREE TRIMMING	5,000.00
<b>TOTAL PUBLIC WORKS</b>	<b>860,240.00</b>
 COUNCIL ON AGING	 140,411.00
VETERANS	341,390.00
LIBRARY	164,601.00
RECREATION COMMITTEE	3,400.00
HISTORICAL COMMISSION	500.00
 <b>TOTAL HUMAN SERVICES</b>	 <b>650,302.00</b>
 DEBT SERVICE	 847,074.00
 <b>TOTAL DEBT SERVICE</b>	 <b>847,074.00</b>
  REGIONAL PLANNING	  3,033.00
MONTY TECH	666,218.00
 <b>TOTAL REGIONAL EXPENSE</b>	 <b>669,251.00</b>
 <b>TOTAL RAISE &amp; APPROPRIATE</b>	 <b>9,675,809.00</b>
(Art. 6)	
 Appropriations by available funds	
(Art. 6)	<u>108,110.00</u>
 <b>Other Appropriations by Taxation</b>	 <b>9,783,919.00</b>
Art.10 School Budget	13,185,291.00
Art. 11 School Transportation	1,190,000.00
Art. 13 Clark Memorial water	10,000.00
Art. 16 DPW-Replace septic	15,000.00
Tight Tank	10,000.00
Diesel Tractor	9,500.00

<b>Total</b>	<b>14,419,791.00</b>
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**TRANSFERS FROM AVAILABLE FUNDS, SPECIAL ARTICLES**

Art. 12 Senior work-off	
From overlay	10,000.00
Art. 20 From Water Enterprise to	
Purchase utility truck	55,000.00

<b>TOTAL TRANSFERS FROM AVAILABLE FUNDS</b>	<b>65,000.00</b>
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**ENTERPRISE FUNDS**

Art. 7 Water Rev to Water Dept.	969,587.00	
Art. 8 Wastewater Rev to	847,979.00	- Receipts
Wastewater Dept.	<u>270,000.00</u>	- Betterments
	1,117,979.00	
Art. 9 Transfer Station Rev.		
To Transfer Station Dept.	187,486.00	

<b>TOTAL ENTERPRISE FUNDS</b>	<b>2,275,052.00</b>
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**APPROPRIATIONS BY BORROWING**

Art. 18 Fire Dept. 4x4 & Software	57,000.00
Art. 19 DPW 1 ton Truck	60,000.00
Art. 20 Fire Dept. Aerial Tower	850,000.00

<b>TOTAL BORROWING</b>	<b>1,101,348.00</b>
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**ATTEST:**

*Judy A. Ruschioni*  
Winchendon Town Clerk

## **MEMO FOR THE TOWN OF WINCHENDON**

### **ELECTION: July 13, 2013**

Met at Murdock Senior Center at: 8:30 a.m.

Polls declared open at: 9:00 a.m. By: John Morris - Warden

Election officers sworn and assigned to their respective stations.

Office Ballots:

Precinct 1A:	600
Precinct 1:	600
Precinct 2:	600
Precinct 3:	600

Cards of instruction and voting lists delivered to the presiding officer. Specimen ballots and cards of instruction placed on display in the hall and at the entrance.

Ballot boxes checked and set at zero. Keys to same turned over to Officer.

Polls were declared closed at 1 p.m. at the close of polls the registers on the ballot boxes read:

Prec. 1 & 1A: 241	Absentee ballots: 1-6	1A-9
Prec. 2: 160	Absentee ballots: 20	
Prec. 3: 262	Absentee ballots: 32	

After being counted, the result of the balloting was announced at: 1:15 p.m.

Ballots cast and not cast and check lists sealed in proper containers and delivered to the Town Clerk's Office.

The results as follows:

#### **Question 1**

Shall the Town of Winchendon be allowed to assess an additional \$71,963 in real estate and personal property taxes for the purpose of additional surveillance cameras for Murdock Middle High School, Toy Town Elementary School and Memorial School, including all costs incidental and related thereto, for the fiscal year beginning July 1, 2013? **NO**

#### **Question 2**

Shall the Town of Winchendon be allowed to assess an additional \$57,000 in real estate and personal property taxes for the purpose to purchase a 4x4 pickup truck and to purchase additional software licenses for ambulance and office, including all costs incidental and related thereto, for the fiscal year beginning July 1, 2013? **YES**

### **Question 3**

Shall the Town of Winchendon be allowed to assess an additional \$60,000 in real estate and personal property taxes for the purpose to purchase a one-ton dump truck with plow and sander, including all costs incidental and related thereto, for the fiscal year beginning July 1, 2013? **YES**

### **Question 4**

Shall the Town of Winchendon be allowed to assess an additional \$55,000 in real estate and personal property taxes for the purpose to purchase and equipping of a one-ton, four-wheel drive utility truck and snow plow , including all costs incidental and related thereto, for the fiscal year beginning July 1, 2013? **NO**

### **Question 5**

Shall the Town of Winchendon be allowed to exempt from the provisions of proposition two and one-half, so-called the amounts required to pay for the bond issued in order to purchase a municipal tractor for sidewalk removal? **NO**

### **Question 6**

Shall the Town of Winchendon be allowed to exempt from the provisions of proposition two and one-half, so-called the amounts required to pay for the bond issued in order to purchase an aerial tower fire truck? **YES**

**Attest:**

*Judy A. Ruschioni*

**Judy Ruschioni**

**Winchendon Town Clerk**

**TOWN OF WINCHENDON  
SPECIAL TOWN MEETING  
December 30, 2013**

Worcester, ss:

To either of the Constables in the Town of Winchendon, in the County of Worcester,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Winchendon qualified to vote in town elections and town affairs to meet at the MURDOCK MIDDLE/HIGH SCHOOL, 3 Memorial Drive, off Elmwood Road in said Winchendon on

**MONDAY, DECEMBER 30, 2013**

**AT  
7:15P.M.**

then and there to act on the following articles:

*Met at the Murdock Middle/High School Auditorium. Meeting called to order at 7:15 p.m. by Moderator Richard L. Morin Sr. with a quorum in attendance.*

**REPORTS AND  
COMMITTEES**

(majority vote  
required)

**ARTICLE 1**

Committee Reports

To see if the Town will vote to hear and act on the reports of the Finance Committee, or act in relation thereto. (usual and customary article)

BOARD OF SELECTMEN: FINANCE COMMITTEE:

*VOTED: Unanimously to APPROVE the Finance Committee report.*

**DEFICIT RECONCILIATION FINANCIAL  
ARTICLES**

(majority vote required)

**FY14 General Government Budget Reduction**

## **ARTICLE 2**

To see if the Town will vote to reduce the FY14 General Government Operating Budget as voted at the May 20, 2013 Annual Town Meeting Article 6 by \$46,150.74 by reducing the amount listed below:

\$ 46,150.74                                      Community Development

or act in relation thereto. (submitted by Town Accountant and Town Manager)

BOARD OF SELECTMEN:              FINANCE COMMITTEE:

*VOTED: Unanimously to APPROVE the article as written.*

## **FY13 School Charter and Choice Assessment Deficit Reconciliation**

### **ARTICLE 3**

To see if the Town will vote to amend Article 10 of the May 20, 2013 Annual Town Meeting by increasing the indirect costs by \$109,898.00 from \$2,934,370.00 to \$3,044,268.00 for the operating budget of the Winchendon Public Schools for the fiscal year beginning July 1, 2013, or take any action thereon. (Submitted by Town Accountant and Town Manager)

BOARD OF SELECTMEN:              FINANCE COMMITTEE:

*VOTED: Majority to APPROVE the article as written.*

## **FY13 School Transportation Deficit Reconciliation**

### **ARTICLE 4**

To see if the Town will vote to reauthorize the use of the sum of \$64,453.60 from prior year Medicaid Reimbursement Articles (\$37,564.00- Article 8 of the Special Town Meeting of October 29, 2012 and \$26,889.60- Article 16 of the Annual Town Meeting of May 23, 2011) to fund the FY13 School Department transportation deficit of \$51,252.04 and to amend Article 11 of the May 20, 2013 Annual Town Meeting by increasing the FY14 School Transportation budget by \$13,201.56, or act in relation thereto. (submitted by Town Manager)

BOARD OF SELECTMEN:              FINANCE COMMITTEE:

*VOTED: 2/3<sup>rd</sup>s to APPROVE the article as written.*

## **GENERAL GOVERNMENT FINANCIAL ARTICLES**

(majority vote required)

## **ARTICLE 5**

To see if the Town will vote to raise and appropriate the sum of \$18,000.00 (\$18,000 from FY14 budget reduction Article 2A, above) as grant to the non-profit Community Action Committee in consideration of the numerous services provided to the Town, or act in relation thereto. (submitted by the Town Manager)

BOARD OF SELECTMEN: FINANCE COMMITTEE:

***VOTED: Unanimously to APPROVE the article as written.***

## **ARTICLE 6**

To see if the Town will vote to raise and appropriate the sum of \$15,566.74 (\$4,000.00 revised excise revenue+ \$2,150.74 from FY14 budget reduction Article 2A, above) and to reauthorize the use of the sum of \$9,416 (prior year Assessor's Articles- \$6,100.00 Article 16, May 21, 2012 Annual Town Meeting and \$3,316.00 Article 17, May 21, 2012 Annual Town Meeting) to fund the balance of the \$67,789.65 contractually required sick leave buyback for retired former Assessor Linda Bevan, or act in relation thereto. (submitted by Town Manager)

BOARD OF SELECTMEN: FINANCE COMMITTEE:

***VOTED: Unanimously to APPROVE the article as written.***

# **SCHOOL FINANCIAL ARTICLES**

## **ARTICLE 7**

To see if the Town will vote to transfer the sum of \$36,816.20 as reimbursement for expenses and revenue generated from the Municipal Medicaid Reimbursement Program during fiscal year 2012, or act in relation thereto. (Submitted by the School Committee)

BOARD OF SELECTMEN: FINANCE COMMITTEE:

***VOTED: Unanimously to PASS OVER this article***

## **ARTICLE 8**

To see if the Town will vote to transfer the sum of \$26,245.60 as reimbursement for expenses and revenue generated from the Municipal Medicaid Reimbursement Program during fiscal year 2013, or act in relation thereto. (Submitted by the School Committee)

BOARD OF SELECTMEN: FINANCE COMMITTEE:

***VOTED: Unanimously to PASS OVER this article.***

## **ARTICLE 9**

To see if the Town, as per instruction from the Department of Revenue, will vote to transfer previously appropriated Medicaid reimbursement funds as per Annual Town Meeting Article #16 on 5/23/2011 and certify as free cash the sum of \$26,889.60, or act in relation thereto. (Submitted by the School Committee)

BOARD OF SELECTMEN: FINANCE COMMITTEE:  
*VOTED: Unanimously to PASS OVER this article.*

#### **ARTICLE 10**

To see if the Town will vote to transfer the sum of \$26,889.60 as reimbursement for expenses and revenue generated from the Municipal Medicaid Reimbursement Program during fiscal year 2010, or act in relation thereto. (Submitted by the School Committee)

BOARD OF SELECTMEN: FINANCE COMMITTEE:  
*VOTED: Unanimously to PASS OVER this article.*

#### **ARTICLE 11**

To see if the Town, as per instruction from the Department of Revenue, will vote to transfer previously appropriated Medicaid reimbursement funds as per Special Town Meeting Article #8 on 10/29/2012 and certify as free cash the sum of \$37,564, or act in relation thereto. (Submitted by the School Committee)

BOARD OF SELECTMEN: FINANCE COMMITTEE:  
*VOTED: Unanimously to PASS OVER this article.*

#### **ARTICLE 12**

To see if the Town will vote to transfer the sum of \$37,564 as reimbursement for expenses and revenue generated from the Municipal Medicaid Reimbursement Program during fiscal year 2011, or act in relation thereto. (Submitted by the School Committee)

BOARD OF SELECTMEN: FINANCE COMMITTEE:  
*VOTED: Unanimously to PASS OVER this article.*

#### **ARTICLE 13**

To see if the Town, will vote to return surplus available funds of \$14,962.42 (from Article #7 Toy Town Boiler Repairs) and balance to zero that account or act in relation thereto. (Submitted by the School Committee).

BOARD OF SELECTMEN: FINANCE COMMITTEE:  
*VOTED: Unanimously to PASS OVER this article.*

#### **ARTICLE 14**

To see if the Town will vote to transfer from available funds of \$14,962.42 (from Article #7 Toy Town Boiler Repairs) to a new Capital Project Account to help defray costs associated with FY14 MMHS boiler repairs. (Submitted by the School Committee).

BOARD OF SELECTMEN: FINANCE COMMITTEE:  
*VOTED: Unanimously to PASS OVER this article.*

### **GENERAL ARTICLES**



(majority vote required)

## **ARTICLE15**

To see if the Town will vote to adopt a new General Bylaw to be numbered #\_\_\_\_.

### **Regulations for the Removal and Disposal of Canine Waste (Pooper-Scooper Law)**

#### **SECTION 1 – AUTHORITY**

1. These regulations are made pursuant to Chapter III of Massachusetts General Law (MGL), Section 31, to protect the public health of the residents of Winchendon.

2. Evidence demonstrates that canine waste can cause serious health problems.

#### **SECTION 2 – REMOVAL AND DISPOSAL OF CANINE WASTE**

##### **A. Removal/Disposal**

It shall be the duty of each person who owns, possesses or controls a dog to remove and dispose of any feces left by his/her dog on any sidewalk, gutter, street, park or other public area, or on any private property neither owned nor occupied by said person. No person who owns, possesses or controls such dog shall appear with such dog on any sidewalk, gutter, street, park or other public area, or on any private property neither owned nor occupied by said person, without the means of removal of any feces left by such dog. For the purpose of this section, the means of removal shall be any tool, implement or other device carried for the purpose of picking up or containing such feces in a manner that such feces shall be unexposed to said person in public. Disposal shall be accomplished by transporting such feces to a suitable place.

##### **B. Penalties**

Any person who violates or permits a violation of this CHAPTER shall be subject to a fine of FIFTY (\$50.00) DOLLARS to be assessed for each and every violation. All fines shall be payable to the Town of Winchendon through the Town Clerk's office. The Chief of Police may, as an alternative to initiating criminal proceedings, treat violations of this chapter in a non-criminal manner pursuant to the provision of MGL CH 40, sec 21D.

##### **C. Authorized Enforcement Personnel**

The following persons shall be authorized enforcement: Police officer, Animal Control Officer, Board of Health Agent, Members of the Board of Health., or act in relation thereto. (submitted by the Board of Health)

BOARD OF SELECTMEN: FINANCE COMMITTEE:

***VOTED: Unanimously to PASS OVER this article.***

## **ZONING ARTICLES**

(two-thirds vote required)

## **ARTICLE16**

To see if the town will amend the zoning map by changing the zoning of the

parcels having frontage on Spring Street between Hunt's Pond, so called, and the westerly boundary of the C1 zone from PD (Planned Development) to C2 (Neighborhood Business) and by changing the zoning of those parcels between the above mentioned parcels and Whitney Pond from PD (Planned Development) to R10 (Residential); all in accordance with a map showing the affected parcels on file in the office of the town clerk; or act in relation thereto. (submitted by the Planning Board)

BOARD OF SELECTMEN: FINANCE COMMITTEE: PLANNING BOARD:

***VOTED: Unanimously to PASS OVER this article.***

## **ARTICLE 17**

To see if the town will amend the zoning bylaw by adding to ARTICLE 2 DEFINITIONS the following definitions: MGL or M.G.L. The General Laws of Massachusetts as currently in force.

**Parties in interest** The petitioner, abutters, owners of land directly opposite on any public or private street or way, and abutters to the abutters within three hundred feet of the property line of the petitioner as they appear on the most recent applicable tax list, notwithstanding that the land of any such owner is located in another city or town, the town planning board and the planning board of every abutting city or town

**Salvage Yard** A facility where second hand motor vehicles are remodeled, taken apart or rebuilt, such as to require a license under section 59A of Chapter 140 of the M.G.L.; this includes a junkyard (see above) and also includes an automobile graveyard as defined in section 1 of chapter 140B of the M.G.L. Or act in relation thereto. (submitted by the Planning Board)

BOARD OF SELECTMEN: FINANCE COMMITTEE: PLANNING BOARD:

***VOTED: 2/3<sup>rd</sup> to APPROVE this article as written.***

## **ARTICLE 18**

To see if the town will amend article 12 of the zoning bylaw by striking out sections 12.2, 12.3, 12.4, 12.5 and 12.7 and inserting the following sections:

### **SECTION 12.2 PROJECTS REQUIRING SITE PLAN REVIEW**

12.2.1 The following types of activities and uses require site plan review by the Planning Board unless a specific site plan approval so specifies, site plan approval does not run with the land. It is granted to a particular site owner or business. A change of the owner or operator of a premise will require a new site plan review.

A. Construction, exterior alteration or exterior expansion or change of use of a

municipal, institutional, commercial, industrial, or multiple-family structure;

- B. A change in the dimensions of the lot or lease of a part of the lot on which a business or other use is located will require a new site plan review.
- C. Three or more dwelling units started within one year by entities controlled by one person on land that at any time within the ten years preceding was a single parcel or were abutting parcels. No building permits may be issued for additional work that will make such projects subject to this section until site plan approval has been granted for all units involved. A single site plan application may cover contiguous lots. For the purposes of this section, the term "person" shall include an individual, joint owners, or any other entity commonly recognized by law as a person.
- D. Any use or change in use of any structure or group of structures in common ownership that requires 10 or more parking spaces under this zoning bylaw, or the construction, reconstruction, alteration or expansion of a standalone parking area that has 10 or more parking spaces.
- E. Grading, clearing, or other land development activity which will require disturbance of more than 10,000 square feet of land area or 35% of the area of the lot, whichever is less, with the exception of agricultural activity, or work in conjunction with a approved subdivision plan or earth removal permit.
- F. Installation of utility lines longer than 500 feet including electric lines, communication lines, and pipelines. Electric lines, telecommunications lines, water lines, sewer lines, or stormwater lines within the rights-of-way for public ways are excepted.
- G. Any use requiring a special permit issued by other than the Planning Board in accordance with section 5.2 Schedule of Use Regulations if required by that Board.
- H. A property owner or occupant may apply for site plan review for a project even if such review is not required.

### **SECTION 12.3 EXEMPTIONS FROM SITE PLAN REVIEW**

12.3.1 Except as provided in section 12.2.1 C , site plan review shall not be required for:

- A. The construction or enlargement of any single family or two family dwelling

or building accessory to such dwelling unless the subject accessory building contains more than 500 square feet of floor area;

- B. Any building used exclusively for agriculture, horticulture or floriculture;
- C. Projects involving only the construction, reconstruction or alteration of any feature, which the building commissioner or other duly authorized town inspector certifies in writing, that are required in order to correct an unsafe or dangerous condition.

#### **SECTION 12.4 PLANNING BOARD REGULATIONS**

The Planning Board shall adopt rules and regulations governing the submission and review of site plans. These regulations shall include:

- A. The regulations may establish more detailed impact limits for projects than those established in sections 12.5.
- B. The required contents of an application. The regulations may allow or require all or part of applications be in electronic format.
- C. The regulations shall contain a provision that allows a waiver of any regulation for good cause.
- D. Detailed procedures for consideration of an application.
- E. Standards for project design and construction.
- F. The procedure for amending or modifying an approved site plan. Such changes shall require the same level of review as would a new site plan proposing similar work or use.
- G. Requirements for implementing its decision and such other provisions as may be pertinent to the consideration and approval of site plans.
- H. Unless a particular site plan allows the approval to run with the land, a requirement that the approved plan contain a clearly written condition specifying that the plan approval applies to that applicant and proposed use only and does not run with the land.

#### **SECTION 12.5 REQUIRED PROCEDURE**

12.5.2 Applicants are encouraged to meet with the Planning Agent or Board prior to making a formal submission of plans to discuss site plan requirements and the level of review required. The agent or board may provide a set of guidelines to assist

applicants in meeting site plan, architectural, and landscaping objectives.

12.5.2 Any person planning to develop a site, redevelop a site, or use it for a different purpose shall present it to the Planning Agent. A sketch of the planned use and an explanation of the proposal will be required. The Planning Agent may require additional information.

12.5.3 There shall be three levels of site plan review.

A. Planning Agent Review - If the project will have little or no impact on the abutters, the community or the environment; the planning agent may, after consultation with the board members which may be done electronically, grant approval (which will be subject to appeal as provided below.) The applicant shall submit an application and pay a fee as required by the board's current fee schedule. Otherwise the proposal will be referred to the Board for decision.

B. Planning Board Informal Review- If the project will have no substantial impact on the abutters, the community and the environment or if such impacts can be mitigated by conditions so as to result in no substantial impact, the Board may consider the matter in an informal conference. Notice shall be given to the abutters in accordance with section 11 of chapter 40A MGL. The abutters and the public shall have a right to participate in the conference. The Board may impose such conditions on its approval as it deems necessary.

C. Planning Board Formal Review- If the likely impact of the project on the abutters, the community and the environment of the proposal will exceed the limits set above or in its regulations, the Board shall conduct a public hearing on the proposal with notices as required by section 11 of chapter 40A MGL. 12.5.4 If the project will require board review under subsections B or C, above, The applicant shall submit an application as required by the regulations to the Department of Planning and Development and shall pay the fee(s) required by the current fee schedule adopted by the planning board;

12.5.5 Upon determining the application is complete the Planning Agent shall, transmit copies of the application including plans to the various town agencies which may be affected by the project for their advisory review and comments. A development review meeting with the applicant and appropriate town agencies may be held. Each agency shall be requested to provide its written comments to the planning board within 35 days of such submittal. A failure to respond shall be considered as lack of objection to the project as submitted.

12.5.4 The application shall be considered by the Planning Board within 45 days after a complete application has been received.

12.5.5 The Planning Board may hire such consultants as it deems necessary at the applicant's expense under the provisions of section 53G of Chapter 44 of the General Laws.

12.5.6 Should there be no Planning Agent, the Board shall designate some person to perform the duties of planning agent required in this article.

#### 12.5.6 Decisions

A. If the review has been made by the Planning Agent and the agent has approved the plan, no further review shall be required unless a party at interest appeals the decision to the Board within 20 days after the filing of the decision with the town clerk. The Board shall then consider the application de novo under the provisions of section 12.5.3 B or 12.5.3 C and make its decision.

B. A decision of the Planning Board shall be made by a majority vote of those present and eligible to vote and shall be in writing.

12.5.7 All decisions of the Planning Agent or the Board shall be filed in the office of the town clerk and persons at interest notified thereof. Site plan approval decisions shall not take effect until twenty days have elapsed after such filing during which no appeal has been filed, or if such an appeal was filed, it has been dismissed or denied. Actions on site plans shall be subject to judicial appeal as is provided in section 17 of Chapter 40A of the General Laws.

12.5.8 Whenever an applicant starts work under a newly approved site plan, all previous site plans for the same lot or parcel shall become void.

#### **SECTION 12.7 PERIODIC REVIEW**

All site plans except for those for sites no longer active shall be reviewed by the zoning enforcement officer, the planning board or its agent(s) at intervals of not more than five years. Such review should include a site visit in accordance with all applicable laws. If the site is found not to conform to the approved plan or the current use is different from that approved, the owner or operator of the site shall bring the site and/or use into conformity or secure for a modification of the site plan.

Failure to do so shall be a violation of the bylaw, or act in relation thereto.  
(submitted by the  
Planning Board)

BOARD OF SELECTMEN: FINANCE COMMITTEE: PLANNING BOARD:

***VOTED: Unanimously to DISAPPROVE this article.***

#### **ARTICLE 19**

To see if the town will amend its zoning bylaw by striking out note 7 of table 7.2

in article 7 and inserting in place thereof the following: 7. The distances shown in table 7.2 for front setback, side setback, and rear setback are the minimum distances from the respective lot lines on which any structure, whether temporary or permanent, other than a fence, a retaining wall, a driveway, a walkway, a lamppost, or an allowed sign may be placed unless allowed by the Planning Board under site plan review. The planning board may also waive the maximum height and maximum impervious area requirements as part of site plan review. Neither shall there be any regular storage or display of materials allowed closer to the property line than the setbacks, or act in relation thereto. (submitted by the Planning Board)

BOARD OF SELECTMEN: FINANCE COMMITTEE: PLANNING BOARD:

***VOTED: 2/3<sup>rd</sup> to APPROVE the article as written.***

## **ARTICLE 20**

To see if the town will amend Table 7.2 in the zoning bylaw by striking out the figure 100 feet as the required minimum frontage in the C2 district and insert the figure 75 feet in its place, or act in relation thereto. (submitted by the Planning Board)

BOARD OF SELECTMEN: FINANCE COMMITTEE: PLANNING BOARD:

***VOTED: Unanimously to PASS OVER this article.***

## **ARTICLE 21**

To see if the town will amend the zoning bylaw by changing the title of Article 12 from Site Plan Review to Site Plan Review and Special Permits and to add a new section to article 12:

### **12.7 Special Permits**

12.7.1 Granting Authority. Special permits may be granted by the Planning Board or by the Board of Zoning Appeal as specified elsewhere in this Bylaw. Each of said boards shall be considered a "permit granting authority"

12.7.2 Criteria. Special permits will normally be granted where specific provisions of this Bylaw are met, except when particulars of the location or use, not generally true of the district or of the uses permitted in it, would cause granting of such permit to be to the detriment of the public interest because:

- A. It appears that requirements of the Bylaws cannot or will not be met, or
- B. Traffic generated or patterns of access or egress would cause congestion, hazard, or substantial change in established neighborhood character, or
- C. The continued operation of or the development of adjacent uses as permitted in the Zoning Bylaw would be adversely affected by the nature of the proposed use, or

- D. Nuisance or hazard would be created to the detriment of the health, safety and/or welfare of the occupant of the proposed use or the citizens of the Town, or
- E. For other reasons, the proposed use would impair the integrity of the district or adjoining district, or otherwise derogate from the intent and purpose of this Bylaw.

**12.7.3 Conditions.** In acting upon special permits the special permit granting authority shall take into account the general purpose and intent of this Bylaw and, in order to preserve community values, may impose conditions and safeguards deemed necessary to protect the surrounding neighborhood, in addition to the applicable requirements of this Bylaw, such as, but not limited to, the following:

- A. Front, side or rear yards greater than the minimum required by this Bylaw.
- B. Screening of parking areas or other parts of the premises from adjoining premises or from the street by specified walls, fences, planting, or other devices.
- C. Modification of the exterior features or appearance of the structure.
- D. Limitations of size, number of occupants, method or time or operation, or extent of facilities.
- E. Requirement of number, design, and location of access drives or other traffic features.
- F. Requirement of off street parking or other special features beyond the minimum required by this or other applicable codes or regulations.
- G. Control of the number, location, size and lighting of signs.

**12.7.4** Any development application requiring a special permit from the Planning Board that contains elements requiring a special permit from the Board of Zoning Appeal may be allowed by the Planning Board within the scope of the Planning Board special permit and shall not require a separate application to the Board of Zoning Appeal, or act in relation thereto. (submitted by the Planning Board)

**BOARD OF SELECTMEN: FINANCE COMMITTEE: PLANNING BOARD:**

***VOTED: Unanimously to APPROVE this article as written.***

And you are hereby directed to serve this warrant by posting attested copies thereof



at the several places designated by the bylaws of the town of Winchendon fourteen days at least before the time of holding such meeting and by mailing a copy of this warrant to each household in Winchendon in which a registered voter resides or by publication of the same in a newspaper of local distribution as required by said bylaws.

Hereof, fail not and make due return of said warrant with your doings thereon at the time and place of the meeting aforesaid. Given under our hands and seal this 16th day of December 2013.


***It was unanimously APPROVED to Adjourn the meeting at 8:49 p.m.***

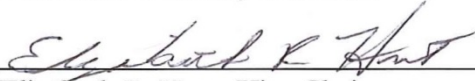
Attest:

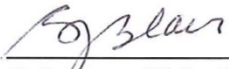
*Judy A. Ruschioni*

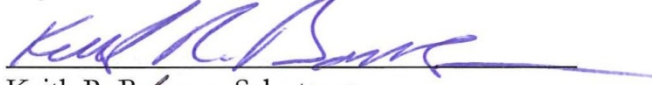
Town clerk

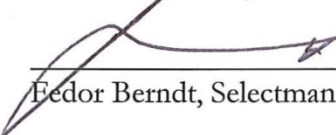
**BOARD OF SELECTMEN:**

  
Robert M. O'Keefe, Chairman

  
Elizabeth R. Hunt, Vice Chairwoman

  
C. Jackson Blair, Selectman

  
Keith R. Barrows, Selectman

  
Eedor Berndt, Selectman

I have ~~on this day~~ posted the within warrant as therein directed:

  
\_\_\_\_\_

PRINT CONSTABLE NAME

 12-16-2013

SIGN CONSTABLE NAME

DATE:

**FINANCE COMMITTEE PUBLIC HEARING  
THURSDAY, DECEMBER 19, 2013  
AT  
7:00PM  
SECOND FLOOR AUDITORIUM TOWN  
HALL**

Insert Town Account Report here  
1 page

Insert Town Account Combined balanced sheet  
1 page

## **Winchendon Agricultural Commission**

### **2013 Annual Report**

The Winchendon Agricultural Commission is charged with promoting agricultural-based economic opportunities in town; acting as mediators, advocates, educators and/or negotiators on farming issues; working for the preservation of prime agricultural lands and pursuing all initiatives appropriate to creating a sustainable agricultural community. The positions are appointed by the Town Manager. The Commission consists of seven members and up to five alternates. All member positions are filled, with two alternate positions open.

The Commission is organized as follows: Audrey LaBrie, Chair, Paul Kachinsky, Vice Chair. Members are Ken Girouard, Olivia Tarleton and Sherri Haley. Alternate member is June Girouard.

The Commission's focus was the Toy Town Farmers' Market, which was a huge success due to a new location. The Market was held late-May through early October, rain or shine, Thursdays from 4 – 7 P.M. and Saturdays from 10 – 1. In late June the market moved to a new location, the front lawn of the Unitarian Universalist Church on Central Street. The new location was a tremendous boon to the market. Previous issues with visibility and parking were non-existent as people driving or walking down Central Street had a clear view of the market and immediate access to the vendors through parking on Central Street. Multiple times during the season the market complemented events held by the church on the lawn. Fourteen vendor applications were received and accepted, with an average of 8 vendors selling each week. Products and services offered included produce, plants, crafts, baked goods and animal products. Some vendors accepted WIC and Senior Citizen coupons. The response from the town was tremendous, with many customers coming back each week.

In February the Commission hosted a Toy Town Farmers' Market Open House. People interested in the Market and agriculture stopped by for refreshments and an opportunity to speak with Commission members on any related topic. It was well received, and is now an annual event.

The Commission is looking forward to a great year. As needed, the commission meets the second Wednesday of the month, 7:00 P.M. in the 4<sup>th</sup> floor conference room at Town Hall. We hope you will stop by the Toy Town Farmers' Market and support our local farmers and craftspeople.

Respectfully submitted,  
Audrey LaBrie, Chair  
Paul Kachinsky, Vice Chair  
Ken Girouard, Member  
Olivia Tarleton, Member  
Sherri Haley, Member  
June Girouard, Alternate

# ANIMAL CONTROL

## Year End Report 2013

In July 2013 The Town of Winchendon regionalized our Animal Control with The Towns of Ashburnham and Westminster.

For the calendar year of 2013, Winchendon Animal Control reports the following:

**Approximate number of dogs licensed:** 1,431

**Number of animal related calls:** approximately 100

**Licensing fees collected:** \$27,633

This is a \$2,456 dollar increase from last year. In 2012 \$25,177 was collected.



## Zoning Board of Appeals

During calendar year 2012 (1/1/12–12/31/13), the Zoning Board of Appeals (ZBA) experienced a normal and expected number of applications. The applications can be categorized as follows:

	<u>Applied For</u>	<u>Granted</u>	<u>Denied</u>	<u>Withdrawn</u>
Special Permits	5	5	0	0
Special Permit Re-application	1	1	0	0
Variances	7	6	1	0

It was extremely gratifying to again note that of all of the decisions rendered by the Board during this calendar year that the process went smoothly.

Membership on the Board changed slightly. Election for Board officers was held early in the FY, with the following results: Robert Marshall, Chairperson and Rick Germano Vice-chair and Clerk.

It is important for the residents of Winchendon to understand that the ZBA is a voluntary board that endeavors to grant Administrative Appeals, Special Permits, and Variances *only* when they meet the criteria delineated in the Winchendon Zoning Bylaws. The Board sincerely attempts to be responsive to the rights and needs of applicants, abutters, and the town as a whole while working within the overall framework of the Zoning Bylaws and the Town's Master Plan.

The Board encourages your attendance at our meetings, held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month (only when hearings are scheduled) in the Town Hall Auditorium. We also encourage interested citizens to volunteer for membership on the Board. We can guarantee you interesting meetings and a vital stake in the critical role the Board plays in shaping Winchendon's future.

Respectfully submitted by the CY 2012 Board,

Robert Marshall, Chair 2013

Rick Germano, Regular Member 2012

Michael Fearing, Regular Member 2012

Cynthia Carvill, Regular Member 2012

## **BOARD OF ASSESSORS**

### **2013 Annual Town Report**

To the Town Manager and Board of Selectmen,

The Board of Assessors submit the following report for the twelve month period beginning July 1, 2012 and ending June 30, 2013.

Motor Vehicle Excise Taxes Committed	\$ 964,014.00
Real Estate Taxes Committed	9,615,730.26
Personal Property Taxes Committed	267,899.21
Title 5 Sewer Liens Committed	7,163.06
Sewer Betterments Committed	268,678.99
Water Liens Added to Taxes	168,884.66
Sewer Liens Added to Taxes	<u>213,683.50</u>
Total Committed for Collection	\$11,506,053.68

Real Estate Exemptions Granted:

Clause 17D Statutory	\$ 7,000.00	
Clause 22 Veterans	27,987.28	
Clause 37 Blind Persons	2,187.50	
Clause 41C Elderly	<u>12,750.00</u>	
Total Exemptions Granted	\$49,924.78	\$ 49,924.78
Real Estate Abatements Granted		11,031.26
Personal Property Abatements Granted		2,900.36
Motor Vehicle Abatements Granted		<u>25,722.51</u>
Total Exemptions and Abatements Granted		\$ 89,578.91

Respectfully submitted,

Harald M. Scheid  
Jeffrey T. Reynolds, Jr.  
Board of Assessors



# **BOARD OF HEALTH**

## **Annual Report**

**January 1, 2013 through December 31, 2013**

### **PURPOSE**

The Board of Health, according to various statutes in the Massachusetts General Laws, is responsible, among other things, for inspections and enforcing the State Sanitary Codes for restaurants, retail food establishments, and minimum housing standards that include the proper storage of solid waste. The Board is also responsible for enforcing State Sanitary Codes that cover recreational camps, ice rinks, and public swimming pools. The Board is also responsible for enforcement of the State Environmental codes regarding the disposal of solid waste and proper subsurface sewage disposal under Title 5.

### **PERSONNEL**

The Town of Winchendon Board of Health is a five-member elected Board who works along with a Health Agent, James Abare, R.S. Members of the Board are elected at the annual Town election in May. Current membership with the year their term expires is:

Lionel Cloutier	(2015)
John Shepardson	(2015)
Kevin Bliss	(2014)
Michael Fearing, Ph.D.	(2014)
Edward Bond	(2016)

### **PUBLIC HEALTH**

The Town of Winchendon through The Board of Health is part of the Board of Health Tobacco Control Alliance with emphasis on the health dangers of tobacco use and preventing youths from purchasing tobacco and related products.

The Board also continues its contractual relationship with the Gardner Visiting Nurses Association to provide Public Health nursing services. It is through this contract that monthly blood pressure clinics are held at Senior Center and annual flu shots are provided. The Public Health Nurse holds monthly office hours at the Ipswich Drive Community Building on the second Tuesday of each month from 12:30PM – 1:30PM. The nurse also does follow up of reportable communicable diseases, working with the Massachusetts Department of Public Health.

The Health Department Staff witness soil testing for septic systems and reviews and approves septic system plans, inspects the installation of septic tanks, pump chambers,

pumps, distribution boxes and leaching areas. Residents can meet with staff during regular office hours.

The Health Department Staff also conduct restaurant and retail food store inspections as well as housing inspections on a regular basis in addition to investigating trash and nuisance complaints. Educational material is available to the public in the Board of Health office on a wide range of issues including quitting tobacco use, diet and nutrition, reducing heart disease and stroke, and strategies for lowering risk of contracting various diseases.

#### Annual Report

The following is a report of the activities of the  
Board of Health for the calendar year 2013

<b><u>PURPOSE OF PERMIT</u></b>	<b>Count#</b>
Subsurface Sewage Disposal Inspections	55
Soil Testing for repairs	15
Soil Testing for new lots	5
Reviewed and approved Septic System plans	25
Restaurant Inspections	97
Housing Inspections	35
Trash complaints	27
Environmental Samplings	2
Public Swimming Pool Inspections	2
Recreational Camp for Children Inspections	4
Beaver Complaints	1
<b><i>Total</i></b>	<b><i>268</i></b>
<b>Total Departmental Payments to Treasurer</b>	<b>\$29,583.00</b>

INSERT COLLECTOR/TREASURER'S REPORT FROM EXCEL

## **Annual Report FY 2013**

### **Winchendon Community Action Committee, Inc. (WCAC)**

The Winchendon Community Action Committee, Inc. (WCAC) is a Human Service Agency dedicated to helping families and individuals in crisis, and the economically disadvantaged in need of emergency services. The WCAC provides a way for the community to examine and act on problems of poverty, assess community needs, initiate programs to meet those needs and coordinate with area agencies and local government to provide appropriate services. These services may include advocacy and referral, emergency assistance, medical transportation, food, counseling and educational programs.

#### **Community Service Building\***

The WCAC Community Service Building currently houses multiple Social Service Agencies that provide varied services to town residents. Agencies, groups, and individuals sharing space at the Community Service Building include:

**Mount Wachusett Community College** – Pre-GED, GED, and Adult Basic Educational programs available (Classes held Tuesday and Thursday evenings)

**Association of Independent Psychologists, Inc.** - Individual and family counseling services including after school counseling for children and anger management counseling

**New England Farm Workers Council** - Fuel Assistance  
(Application intake by appointment during winter months only)

**WIC (Women with Infants and Children) Program** – Assists families with infants and children through age 5 to ensure that youngsters get a healthy start  
(By appointment - 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month)

**Action Health Services** - Behavioral health care provided by appointment to no/low income individuals and families on Mondays and Tuesdays. Referrals provided for dental/ medical care along with application assistance for Mass Health, Medicare, etc.

*\*During the course of the year, the Community Service Building underwent several renovations and improvements. The roof was replaced with architectural shingles and new commercial grade flooring was installed. Multiple energy efficient measures were taken including the installation of insulation throughout the entire structure. New refrigerator/freezer units were also added.*

### **Youth Services**

Project Contact summer day camp provided an opportunity for local children to participate in their program during the month of August free of charge or for a nominal fee. Children enjoyed two weeks of fun and recreation at Camp Collier in Gardner. Each child received breakfast, a healthy snack and lunch daily. There was swimming, arts & crafts and the opportunity to participate in several team sports. Transportation via bus from Winchendon was also provided.

### **Educational Programs**

The WCAC hosted financial management programs. Classes were held over the course of an eight week period. The program was offered free of charge and included all learning materials that students were able to keep at the end of the program for future reference. This was a joint effort with the Cornerstone Church.

### **Holiday Programs**

During the Thanksgiving holiday 112 individuals and families received baskets that included a turkey and all the fixings. In addition to fresh seasonal produce donated by local farmers, baskets included food items from the Worcester County Food Bank, Hannaford, Market Basket and many generous donors. Christmas baskets were provided to 107 individuals and families. Baskets provided a family with a turkey and all the trimmings for a bountiful holiday meal. Due to the generosity of partner organizations and clubs, selected individuals and families received gift certificates from Hannaford and Market Basket as well as other holiday related items.

The holiday Christmas party for local children was held on Wednesday, December 19<sup>th</sup> at the Legion. Entertainment was provided by Faire Stories and included an interactive theatre performance that both children and adults alike thoroughly enjoyed. The Winchendon Police Department provided delicious pizzas from Zoe's, McDonald's provided soft drinks, Subway provided cookies, and Dunkin' Donuts provided coffee, munchkins and donuts. In addition, several area eateries (Gabby's, Christos and Hungry 4 Pizza) provided pizza and due to the hard work of so-o-o many, we had an abundance of baked goods. We were joined by Santa, Mrs. Claus and even some of their elves who stopped by to sing Christmas carols and to give out beautifully wrapped holiday packages to 102 anxious children. Warm winter hats, mittens, and scarves as well as a variety of sports balls were also given out. Last, thanks to Lori Bishop (Spirit of Christmas), parents

along with their children were able to choose toys, games, etc. from several tables full of goodies provided for the children through her organization.

The Telegram and Gazette Santa Program also provided holiday gifts to local children that were given to parents to put under the tree. A total of 160 children received large gift bags full of toys that included an array of gender/age appropriate items such as games, dolls, trucks, craft kits, books, stuffed toys, sports equipment, etc.

### **Housing**

FEMA funding of \$4583 helped to assist several families with rental/mortgage and utility payments. Referrals were also made to Montachusett Opportunity Council and RCAP Solutions to help additional families.

### **Emergency Services**

One of the WCAC's primary purposes is to help to meet the emergency needs of individuals and families in the Winchendon community. Crisis situations need immediate response. FEMA funds along with donations from the private sector enabled the WCAC to assist 60 individuals/families with home heating fuel, mortgage/rental assistance and/or utility payments.

FEMA funds were allocated for food from the Worcester County Food Bank. The Food Pantry was able to serve a total of 3,059 people including 959 children, 1,944 adults and 156 elderly residents with commodities obtained from the Food Bank. Items received from local grocers and growers provided sustenance for additional individuals/families.

Food donations were received through the US Postal Service community collection, local schools, colleges and universities, Boy Scouts, Girl Scouts, churches, businesses, clubs and day care centers. "Thank you" to all who helped to keep our pantry full this year. Hannaford Food Markets donated fresh bread, pastry, meats and produce on a weekly basis. Fresh milk was received monthly and distributed on a revolving basis to local families with children and to seniors. Local farms i.e. Noonday Farm, Sunset View Farm and Covenant Evangelical Church in Barre donated fresh seasonal produce from spring through fall and an on-site vegetable garden yielded fresh produce that was shared with clients. The WCAC also received several large deliveries of fresh produce that was shared with the Senior Center and the Hyde Park and Ipswich Drive developments.

Donated clothing, footwear, accessories, household items, furniture, etc. were available to the public at no cost throughout the year. All donations not used at the WCAC are given to the Salvation Army. Many volunteers help to sort, clean, repair and display items received. Without the help of dedicated volunteers this could not be accomplished.

### **Robinson-Broadhurst Foundation**

The Robinson-Broadhurst Foundation generously provided funding to assist with operational expenses, technology upgrades and capital improvements.

### **Our Neighbor's Kitchen**

On the last Thursday of each month, the WCAC partners with the Unitarian Universalist Church on Central Street to provide a nutritious hot meal to all who are hungry at "Our Neighbor's Kitchen". Volunteers prepare and serve a free/low cost meal to on average 65 people each month. Youth from the Winchendon School, members of local clubs/organizations and church members serve and clean up.

### **Medical Transportation**

Many elderly and low-income families and individuals rely on the CAC for their medical transportation which the WCAC provides to doctors' appointments, hospital visits, and clinics. During FY2012-13, the WCAC provided 198 one way runs for medical purposes.

<b>2012-2013 ANNUAL TOWN REPORT – WORCESTER COUNTY FOOD BANK</b>					
<b>Characteristics of People Served</b>					
	<b>1<sup>st</sup> Qtr.</b>	<b>2<sup>nd</sup> Qtr.</b>	<b>3<sup>rd</sup> Qtr.</b>	<b>4<sup>th</sup> Qtr.</b>	<b>Total 12-13</b>
Households	362	327	314	304	1307
People	854	773	705	727	3059
Child	240	256	221	242	959
Adult	559	479	456	450	1944
Elder	55	38	28	35	156
Employed	40	42	29	31	142
Unemployed	13	6	3	20	42

Social Security	271	246	247	227	991
TANF EADC	11	8	5	6	30
No Income	21	17	23	17	78
Food Stamps	294	302	282	282	1160
WIC	30	43	29	52	154
New	304	130	90	72	596

Respectfully submitted,  
Colleen Laperriere, Executive Director

**Board of Directors 2012-2013**

President: Mr. William Stewart, Jr.

Treasurer: Ms. Marcy Silva

Secretary: Ms. Michelle Smith

Mr. Armand Sylvester

Ms. Kelli Bator

Ms. Nancy Romanowski

Ms. Donna Knowlton

Ms. Gail Casavant

Honorary Board Member

Mr. James Kreidler, Town Manager



**CONSERVATION COMMISSION**  
**2013 ANNUAL REPORT**  
**JANUARY 1, 2013 TO DECEMBER 31, 2013**

The Winchendon Conservation Commission is a seven-member volunteer board responsible for the local administration and enforcement of the Massachusetts Wetland Protection Act (Massachusetts General Laws, Chapter 131, Section 40) and the Town of Winchendon Wetlands Protection Bylaw. Generally, the Commission's regulatory authority is triggered when alterations or construction are proposed in a wetland or floodplain, within 100 feet of a wetland, or within 200 feet of a river, stream or brook that flows year round. Under the Massachusetts Wetlands Protection Act and Town of Winchendon Wetlands Protection Bylaw, the Commission is required to issue decisions that provide for the following eight interests:

- Protection of public and private water supply.
- Protection of groundwater supply.
- Flood control.
- Prevention of storm damage.
- Prevention of pollution.
- Protection of land containing shellfish.
- Protection of fisheries.
- Protection of wildlife habitat.

The Town of Winchendon Wetlands Protection Bylaw, approved by voters at the 2007 Annual Town Meeting, includes some stronger provisions over and above those found in the Massachusetts Wetlands Protection Act, primarily in the form of greater no-build and no-disturb setback distances from wetland resource areas. Regulation under the Massachusetts Wetlands Protection Act and Town of Winchendon Wetlands Protection Bylaw entails reviewing plans, wetland and floodplain maps, and research prior to issuing Determinations of Applicability or Orders of Conditions that adequately protect the environment and the public interest. The Massachusetts Department of Environmental Protection (DEP) provides policy guidance, administrative oversight, and training and technical assistance. DEP also issues final rulings on appeals of Conservation Commission decisions. The Commission would like to stress that cooperation, communication, and proper filing procedure are key to the successful review and evaluation of proposed activities under the Commission's jurisdiction; most construction activities can usually be modified slightly and/or conditioned to protect the above eight wetland interests.

The Winchendon Conservation Commission currently consists of six very environmentally concerned citizens led by Chairman Garrett Davieau, with the professional assistance of Conservation Agent David Koonce and Recording Secretary Patty Driscoll. Each member of the Commission is also a member of the Massachusetts

Association of Conservation Commissions, (MACC) and attends the MACC annual meeting held in Worcester. MACC's annual meeting provides for many varied training sessions pertaining to the Massachusetts Wetlands Protection Act and related environmental issues. In January 2014, the Commission regretfully accepted the resignation of longtime member and former Chairman Scott Burns. The current members of the Commission, Agent Koonce, and Secretary Driscoll all gratefully thank Scott on behalf of the people of Winchendon for his many years of devoted service working to protect Winchendon's natural environment.

In 2013, the Commission held twelve (12) monthly meetings. Several field trips were conducted incident to the meetings. Applicants submitting Notices of Intent were issued Orders of Conditions, while Requests for Determinations of Applicability were generally approved if submitted plans conformed to the requirements of the Town of Winchendon Wetlands Protection Bylaw and indicated the proper mitigation to adequately protect the wetlands during construction. The Commission issued six (7) Orders of Conditions for projects including, but by no means limited to, construction of new single family homes and driveways, and septic system repairs/upgrades. Twenty (20) Determinations of Applicability were also issued, as were several Certificates of Compliance and Extensions to Orders of Conditions.

The public is welcome to attend the Conservation Commission's regularly scheduled meetings, which are normally held at 109 Front Street on the fourth Thursday of every month at 7pm. The Commission encourages any member of the public who is concerned with protecting the Town's precious wetlands and floodplains, and who would like to learn more about serving on the Conservation Commission, to contact the Town Manager, any member(s) of the Commission, and/or the Conservation Agent. The Agent is available at the Town Hall on Monday and Thursday mornings 9am – 12noon, except for 3pm – 6pm on days when the Commission meets. Any questions that you might have regarding any proposed or observed activities possibly impacting wetlands or floodplains should be brought to the attention of the Commission and/or the Agent. Additional information on the Conservation Commission and its statutory responsibilities can also be found on the Commission's page on the Town website:

[http://www.townofwinchendon.com/Pages/WinchendonMA\\_BComm/Conservation/index](http://www.townofwinchendon.com/Pages/WinchendonMA_BComm/Conservation/index)

Respectfully Submitted,

David Koonce, Conservation Agent  
Garrett Davieau, Chairman  
Patty Driscoll, Recording Secretary  
Lionel Cloutier, Vice Chairman  
Kyle Bradley, Member  
Stephen Chace, Member  
Sebastian Valera, Member  
David Whitaker, Member

## Winchendon Council on Aging Annual Town Report

The Council on Aging has made a great number of changes to the Senior Center over the past year. Each day, seniors stop me in the hallways and express their gratitude for the beautiful building, the wonderful services, and the many programs that are available for participation. With all the wonderful changes that have taken place, we still have more projects that need completing in order to enhance our services even more. 2013 was an incredibly busy year and without our staff and our group of dedicated volunteers we could not have held the activities that we do at the Senior Center. We are grateful for all the help we have had this year.

The Council on Aging Nutrition Program, staffed by Mimi Overmand and David Taveres, served over 19,412 meals; 10,796 meals were home delivered for a grant total of 30,208 total meals for 2013.

Our annual Senior Wellness Day is always well received and well attended. This year, we had close to twenty five different groups represented.

During the past fiscal year, our dispatcher Cindy Knight, along with Council on Aging Van Driver Sharon Perkins, Art Amenta and MART Driver Kevin Reidy dispatched and transported over 4,193 elders to doctor's appointments, meal sites, shopping and recreational trips, for a total of over 24,546 miles driven this year. Kevin Cormier tripled the size of our computer classes. We finished the year with an excellent driving record.

The COA was very active and busy with special trips and programs such as:

Caregivers; Dealing with Alzheimer's Medication Management; AARP Tax Assistance; AARP Safe Driver Family Pharmacy (twice); Weight Loss Program; Volunteer Appreciation Luncheon. Open House for Senator Brewer; Veteran's Support Group	Painting classes, line dancing, yoga, quilting, BINGO, cards, pool, shuffleboard games, Valentine's, Halloween celebrations; Peanut Auction; Cake Auction; Quilting; Three Christmas Programs; Wii bowling; Book Club; Country Dave; John Porcino; Wood Carving
Identify Theft Prevention, Senior Health Fair; Computer Classes; Animal Craze; Beach Party	Birthday and holiday celebrations, daily coffee hour and a chicken barbeque
Medicare Part D, SHINE, Flu Clinic, Fuel Assistance	Chinese Cooking Demonstration, Thanksgiving and Christmas

and Food Stamps; Blood Pressure Clinics; Dr. Mateik (vision exams); Miracle Ear (hearing aid exams) ; Red Sox Open House; Pizza Party	dinner GVNA Programs Travelling Tooth Fairy
--	---

We especially want to thank all the volunteers again who work in the kitchen daily, help keep our building spotless or work at the many functions we host.

We are proud to serve the Senior Citizens of Winchendon.

Respectfully submitted,  
Sheila Bettro,  
Director, Winchendon Council on Aging

# REPORT OF THE WINCHENDON CULTURAL COUNCIL

## To the Citizens and Taxpayers of Winchendon:

The members of the Winchendon Cultural Council (WCC) are happy to provide this report on our activities for the 2013 fiscal year. The Massachusetts Cultural Council operates one of the largest re-granting programs in the country. Each year, cities and towns are awarded money, based on population, which local councils re-grant for local programs in the arts, humanities, and interpretive sciences. Local councils must have at least five members, but can have up to 19 members. We have room for anyone interested in serving--feel free to speak with Chairman David Ladeau or Secretary Julia White Cardinal. The busiest time for the WCC is from October 15 of each year (when applications are due), until the end of January. We do encourage members to attend and applaud the programs for which grants are awarded. It's always fun!

This year, Coral Grout was re-appointed to the Council, after a 1-year absence. We are very pleased to have her back. We regretfully bid farewell to Veronica Loya, who has relocated.

For FY 2013 we had a beginning balance of \$ 417. We have received a total of 15 grant applications . The Massachusetts Cultural Council allocated Winchendon \$3,800.00. \$117 was budgeted for Council administrative expenses.

The following proposals were funded at the stated amounts:

Beals Memorial Library Museum of Science Discount Coupons	\$250.
Beals Memorial Library New England Aquarium Discount Coupons	\$350.
Beals Memorial Library Pumpnickel Puppets	\$150.
Beals Memorial Library Old Sturbridge Village discount pass	\$275.
Beals Memorial Library MFA Pass Discount Coupons	\$200.
Beals Memorial Library Ecotarium Discount Coupons	\$200.
First Congregational Church Worcester Chamber Concert	\$1,000.
John Root for Senior Citizen's Musical Program	\$250.
Dawn Kelley for "Music, Love & Magic at the Senior Center	\$200.
Chair City Pipers Family Talent Variety Show at Murdock	\$600.
Winchendon Historical Society Abigail's Garden Lecture	\$200.
Winchendon Pre-K for Norah Dooley, Story Teller	<u>\$425.</u>
Total	\$4,100.

If you enjoyed a free program at the Senior Center, or music at the Old Center Church, used one of the many museum discount coupons from the Beals Memorial Library, or took children to a puppet show or story telling Pre-K program, then why not consider

joining the WCC? Help keep these programs available to and for people in Winchendon.  
For more information on the work of the Massachusetts Cultural Council, please visit

[www.massculturalcouncil.org](http://www.massculturalcouncil.org).

Respectfully submitted,  
David Ladeau, Chair (2015)  
Julia White Cardinal, Secretary (2015)  
Coral Grout, Treasurer (2016)  
Terri Hillman, (2014)  
Doreen Poulin (2015)  
Greg Vine (2015)

## **The Winchendon Finance Committee Annual report For FY2013**

The Winchendon Finance Committee is pleased to present our annual report for the 2013 fiscal year, July 1, 2012 to June 30, 2013.

Finance Committee meetings are generally held on the second Tuesday of each month at the Town Hall. The Committee began the year with six members: Ulysse Maillet (Chairman), Bill Belko (Vice-Chairman), Cynthia Leroy, Ottmar Rau, Robert Guenther and Darlene Rossi. Debra is the Secretary for the Finance Committee.

During the March 12<sup>th</sup> meeting Bob Guenther was elected to the Vice-Chairman position due to the resignation from the Committee by Bill Belko.

On June 11<sup>th</sup>, Chairman Maillet introduced Thomas Kane Jr. as a new Finance Committee member.

On October 29<sup>th</sup> 2012 a special town meeting was held to decide on 16 articles.

The Monty Tech budget was presented by Burton Gould on March 12, 2013 for review. There was an increase of \$77,789 over the previous year because of additional students. Presently Monty Tech has 127 students from the Town of Winchendon.

School Superintendent Salah Khelfaoui presented the proposed FY14 school budget to the Finance Committee at the March 26, 2013 meeting. The proposed budget was for \$19,612,330 of which \$4,903,651 would be the town's portion.

On April 9, 2013, Town Manager Jim Kreidler distributed to the Finance Committee members the FY14 draft of the general government budget which reflects a 2.4% increase over last year. He also reported that the town has paid off roughly one million dollars in depts.

The Finance Committee opened a public hearing on April 16, 2013 to discuss the Annual Town Meeting Warrant. Discussions included an increase in SPED transportation costs, funds for CAC and the Clark YMCA and the wording the Capital Planning Committee bylaw.

On April 23, 2013, Winchendon's Veteran's Agent Scott Gauthier requested a transfer of \$45,000 which was unanimously approved. Also, Warrant articles were voted upon for the up-coming Town meeting.

Finance Committee members look forward to continuing their service to the residents of Winchendon and encourage everyone to become more active in the governing of their town.

Respectfully submitted,  
Ulysse Maillet, Chairman  
Bob Guenther, Vice-Chairman  
Cynthia Leroy, Ottmar Rau, Darlene Rossi, Tom Kane and Christian Orobello

## Winchendon Fire Department Town Report 2013

I am pleased to submit the following Annual Report

Chief Thomas J. Smith

### Mission Statement

“The Winchendon Fire Department shall endeavor to protect life and property through emergency response and non-emergency assistance. We will strive to promote public safety through inspection, enforcement, and education”.

### Department Statistics:

From Jan.1, 2013-December 31, 2013, the Department responded to 1721 requests for services as shown below:

SITUATION TYPE	QTY	SITUATION TYPE	QTY
Alarm system malfunction	18	Hazardous Material Investigation	4
Alarm system no fire	5	Heat detector malfunction	5
Arching electrical equip.	1	Ice Rescue	1
Assist invalid	43	Landing Zone Coverage	3
Assist police	4	Lockout	18
Brush fire	10	MVA no injuries	88
Building fire	5	MVA with injuries	40
Burner/Boiler problem	8	No incident found	17
Canceled en route	34	Odor of smoke	50
Carbon monoxide incident	16	Passenger vehicle fire	5
Chimney fire	6	Person in distress	32
CO detector activation	3	Police matter	4
CO detector malfunction	11	Power line down	3
Controlled Burn	3	Public service	29
Cooking fires incidents	8	Smoke detector activation	48
Cover assignment/standby	30	Smoke or order removal	12
Electrical wiring problem	17	Sprinkler activation no fire	1
EMS (ALS) call	475	System malfunction	15
EMS (BLS) call	541	Trash or rubbish fire	7
False alarm of false call	7	Unauthorized burning	13
Fire, Other	2	Unintentional transmission	28
Flammable gas or liquid	1	Water or steam leak	3
Gasoline/flammables	4	Water problem	5
General Service Call	17	Water Related Incident	3
Good intent call	12	Weather Incident (lightning strike)	6



## **Fire Losses**

Fire property loss for 2013 was approximately \$674,505.00. Unfortunately in 2013, the Town of Winchendon also had one civilian fire related fatality as a result of a structure fire.

## **Personnel:**

Over the past year the Winchendon Fire Department has proudly served your community to the best of its ability. Over 40 men and women make up the fire department and have provided the Town of Winchendon with emergency services whenever requested to the best of their ability. As members of the fire department, these dedicated individuals have spent numerous hours training on both fire and medical topics. Every member of the department has shown the commitment needed to provide the citizens of Winchendon with the protection they deserve. A special thank you should also go out to the families of these members who have had to make their own sacrifices by having their loved ones away for hours at a time helping others. Without this understanding, our firefighters would not be able to demonstrate the commitment necessary to be a fire department member.

Leadership is something that our fire department has been able to continually increase during the past year. Fire Chief Thomas J. Smith has now been with the Winchendon Fire Department for almost two years getting to know both the department members as well as many fine individuals in the community. Over this past year there have been many new ideas implemented within the department. These ideas will certainly lead to improved public safety within the community. Many of the officers from within the fire department have continued to expand their knowledge base through intense training classes at various training sites throughout the state. These trainings were attended by almost all officers at various times, including a week seminar attended by Chief Smith to learn new methods of promoting cohesion within the area of Combination Fire Department.

## **Service Delivery:**

The Winchendon Fire Department is a full-service department delivering emergency medical, fire suppression, hazardous materials, technical rescue, fire investigation, public safety education, fire prevention and specialized community services. The department encourages any feedback from the citizens as to how well we are delivering these services, as well as any suggestions for improvement.

### Membership Roster –

Fire Chief –	Thomas Smith
Deputy Chief –	Ricci Ruschioni
Captains –	Martin Brooks
	William Brown
Lieutenants -	Maurice Bateman
	Michael Mullen
	Scott Parkinson
	Frederick Peters

Firefighters and EMTs -	Robert Soucy	
	Karen Armstrong Hurton	Carl Davis
	Melissa Beauvais	William Davis
	Brittany Bevilacqua	Mark Fleming
	James Bevilacqua	Scott Florio
	David Bilodeau	Jonathan Guinto
	Corey Bohan	Patrick Higgins
	Matthew Bosworth	Jason Hurton
	Kayla Boutell	Clayton Landry
	Kyle Bradley	Benjamin Miller
	Daniel Brown	Alec Moulton
	Lance Budka	Adam Tenney
	Bryan Clayton	Marty Scott
	Jason Clegg	Richard Seigny
	Brian Croteau	Chrysten Starrett
	John Cyganiewicz	Bryan Vaine
Fire Department Chaplain -	Thomas Clinkscale	
College Intern -	Bennett Chadbourne	
High School Intern -	Antonio Barbaro	

## Permits:

Brush Burning	223
Blasting / Tanks	14
Fire Safety Inspections	28
Fire Suppression Systems	6
Fireworks	1
Liquor License	14
L.P. Gas	47
Oil Burner	71
Smoke Detector	138
Trench	2
Total	544

**Total Permit Revenue Collected:** \$ 10,855.00

## Emergency Medical Services:

In calendar year 2013, the Winchendon Ambulance Service responded to one thousand and sixteen (1016) requests for some type of medical assistance. Outside of these medical calls, there were many times that our ambulance personnel assisted at fire related incidents as well. Transports resulting from these ambulance requests brought in \$388,418.85 in ambulance receipts to the town coffers.

Throughout the year our emergency medical technicians have provided medical coverage at many events throughout the community. Captain Brown organized EMS coverage for our department at events such as community fairs, school sporting events, area hockey

games just to name a few. Without the dedication needed for this coverage it is definite that the children of the community would suffer greatly.

## Ambulance Apparatus:

Description	Year	Funding Source	Condition	Replacement Year
Ambulance 2	2012	Robinson-Broadhurst/ Town	Excellent	2020
Ambulance 1	2005	Robinson-Broadhurst	Poor/Fair	2014

## Fire Apparatus:

The following chart illustrates the state of the department's fire apparatus. A column has been included on funding sources so that you may understand how lucky we have been to benefit from the Robinson Broadhurst Foundation. As the fire department moves forward in its need to begin replacing our larger pieces of apparatus, the tax payers in the community recognized the need to step up and provide some much needed revenues through override votes in July. In 2013, the Winchendon Tax payers voted to replace the 1984 E-1 Ladder with a state of the art 2014 KME 102' Aerial Platform at the cost of \$850,000. Also in July, the taxpayers addressed the fire department's forestry needs by replacing the 1985 Chevrolet Pickup with a 2014 Ford F350. Also attached is this purchase was new ambulance patient care software. The combined cost of the forestry pickup and the ambulance software was \$57,000.00. **The Winchendon Fire Department would like to thank the citizens of Winchendon for providing us with this equipment. Our ability to protect you will be greatly increased with these purchases**

Apparatus	Year	Funding/Donation Source	Condition	Replacement Year
Engine 2	2002 Ford E-1	R/B *	Good	2017
Engine 3	1996 E-1	R/B *	Good	2019
Engine 4	1991 Central States	R/B *	Fair	2014
Ladder 1	1984 E-1	Taxation	Fair/Poor	Being replaced 4/2014
Forestry 1	2014 F350	Taxation	Excellent	2024
Forestry 6	1969 Mack1500 gal	DEM **	Poor	2010
Car 1	2007 Ford Expedition	R/B *	Good	2018
Car 2	2000 Ford Explorer	R/B *	Very Poor	2012

\* R/B = Robinson Broadhurst Foundation Grant

\*\* DEM = Department of Environmental Management Surplus Equipment Program

A lot of our motorized equipment is in need of replacement as several pieces are in poor condition and others are quickly approaching the end of their service life. The ISO (Insurance Overwriters) recommend that fire apparatus be placed as a backup once it

reaches between 10-15 years of age. Many of our apparatus is well past this recommendation. The safety of our community and the firefighters that protect it must come first, even in these tough financial times.

### **Building Needs:**

The current state of the fire station is generally in decent shape. However, the roof over the apparatus bay has reached the end of its life expectancy. Leaks have developed and the roof will need to be completely replaced. Attempting to repair the roof at this time would not be a recommended decision. The building was erected in 1978 and has served the town proudly for the past thirty years.

### **Community Programs:**

Throughout the past year the Winchendon Fire Department has made it a goal of ours to expand on the community programs offered through the department. Community CPR programs have been conducted for many organizations in town. Blood pressure clinics have been conducted at the Elder Service fairs. File of Life packets have been distributed throughout the community to not only senior members but also those younger citizens who may have more frequent medical needs than most.

The Winchendon Fire Department had the privilege to team up with the local Senior citizens in an effort to raise funds for an automatic defibrillator for the Senior Center. This piece of equipment will be a very important lifesaving piece of equipment for the community.

Fire prevention programs were again conducted at the various schools throughout the community. These programs were set up and led by Lieutenant Frederick Peters. There are many times during the year when children who have taken part in these school programs will stop by the fire station with their parents just to say hello and thank our firefighters for helping them to learn about fire safety. It is times like these that the real benefit of our profession is realized.

A Regional Firefighter I/II training program has continued to be offered under the leadership of Lieutenant Michael Mullen. This program has not only trained our own firefighters but has extended the training out to area communities. Winchendon greatly benefits from this program by knowing area firefighters that may assist our citizens are properly trained to the level Winchendon has come to expect.

A partnership has been developed with both the high school and the Mount Wachusett Community College for internship programs. Both of these programs will flourish in the upcoming years, not only helping with the education of our youth but also providing an effective recruiting tool for future firefighters and medical personnel.

### **Contact Information:**

The Fire Station is located at 405 Central Street Winchendon, MA 01475

Phone: 978-297-2323

Email: [fire@town.winchendon.ma.us](mailto:fire@town.winchendon.ma.us)

**Closing Statement:**

The Winchendon Fire Department would like to take this opportunity to thank the citizens for their continued support of the fire department and its members. Our firefighters and medical personnel strive to provide you all with the best service possible. As a department, we look forward to continuing our good working relationship with not only the other town departments but also each and every citizen in need of our services.

## HOUSING AUTHORITY

The Winchendon Housing Authority hereby presents its Annual Report for our fiscal year ending September 30, 2013.

The Winchendon Housing Authority was formed in 1962 thru M.G.L. 121B and is a quasi-governmental agency. Funding for our programs comes directly from the Commonwealth of Massachusetts Department of Housing and Community Development and the U.S. Department of Housing and Urban Development. In May 2012 we celebrated 50 Year of Service to the Town of Winchendon. The Board of Commissioners and Staff are looking to continue this service for many years to come.

At the annual meeting of the Board of Commissioners that was held in May 2013 the election of officers was held and as follows:

<b><u>Slate of Officers</u></b>	<b><u>Name of Officer</u></b>	<b><u>Term of Office</u></b>
Chairperson	Burton E. Gould	April, 2015
Vice-Chairperson	Jacquelyn Flynn	May, 2017
Treasurer	Virginia C. Sibley	May, 2016
Asst-Treasurer	David A. Johnson	May, 2014
Secretary	Leston J. Goodrich	May, 2018
Secretary ex-Officio	David P. Connor	Contractual

The Board of Commissioners meet between the Ipswich Drive Community Building, Hyde Park Community Building or Pearl Drive Community Building on the **2<sup>nd</sup>** Tuesday of each Month at **1:30pm** and the Annual Election of Officers is held in May of each year. Public posting of each meeting and its location is at the Town Hall and Ipswich Drive office for anyone wanting to attend our public Board meetings.

The Executive Director is the Chief Executive Officer of the Authority and is responsible for the daily operation and serves as the Contracting and Purchasing Officer.

The Winchendon Housing Authority's office is located at **108 Ipswich Drive** in Winchendon and is open to the public between the hours of **8 AM** and **4 PM** Monday through Friday unless otherwise posted. The staff at the housing authority at the end of fiscal year 2013 is as follows,

### WHA Staff:

Ms. Michelle Sweeney  
Housing Administrator

Mr. Rocky Flint  
Hyde Park Maintenance  
Mechanic/HQS Inspector

Ms. Cyndee LaFreniere

Mr. James Bevilacqua

Financial/ Procurement Coordinator

Ms. Linda Tenney  
Tenant Coordinator

Ms. Linda Bond  
Groundskeeper/ Maintenance  
Mechanic

Pearl Drive Maintenance Mechanic

Mr. Michael Field  
Ipswich/ 14-16 Ready Drive  
Maintenance Mechanic

Mr. Marc LeBlanc  
Scattered Site/ 1-12 Ready Drive  
Maintenance Mech. / Oil Burner  
Technician

#### **Housing Mission Statement:**

To provide Decent, Safe and Sanitary housing that is in good repair within Winchendon and surrounding communities. Also assist with the rents of eligible families, elderly and handicapped people living in private rental housing.

#### **Federal Housing:**

There is a total of 131 units of public housing breaking down as follows, 80 units of conventional 1 bedroom Elderly housing at Ipswich Drive, 34 units of conventional 1-2-3 - 4 bedroom Family housing at Pearl Drive, 17 units of conventional scattered site 1,2,3,4 bedroom Elderly and Family housing throughout the community. The Housing Authority has a waiting list for all applicants that meet the income requirements for Federal Housing. The Winchendon Housing Authority has been designated by the U.S. Department of Housing and Urban Development as a **HIGH PERFORMER** for our administration and oversight of this program as well.

We also have 35 Section 8 Housing Choice Vouchers program that is used to help extremely low and very low-income people keep or find apartments within the private housing market. This type of assistance is becoming more popular for people that want to keep living in a neighborhood environment and help landlords get the fair market rents (FMR) for that area the apartment is located. Of the 35 vouchers there are 4 of them participating in our FSS program. This program allows each resident an opportunity to save money and use it to help them transition from rental assistance. In this program the WHA has been designated as a **HIGH PERFORMER** for our administration and oversight of this program as well.

There is a waiting list for all of our federal housing units. Please if you are interested in applying for housing you should apply early.

#### **Federal Modernization:**

We have 2 active program of federal modernization:

#### **Capital Fund FY 2012:**

We were awarded \$138,927 in March 2012.. These funds will be used to complete the following work items.

**Ipswich Drive**  
504 Compliance Upgrade  
Roofing Upgrade  
Bond Payment 504 Upgrade

**Scattered Sites**  
Retaining Wall Design at  
244 Front St. 71 Maple St.  
Bond Payment 504 Upgrade

**Pearl Drive**  
Bond Payment 504 Upgrade

### **Capital Fund FY 2013:**

We were awarded \$130,928 in August 2013. These funds will be used to complete the following work items.

**Ipswich Drive**  
Roofing Upgrade

**Scattered Sites**  
Siding upgrade at our Oak  
Street Garage

**Pearl Drive**  
Bond Payment 504 Upgrade  
Architectural Work

Over the past 13 years the Winchendon Housing Authority has been designated by the U.S. Department of Housing and Urban Development a **HIGH PERFORMER** in both the Public Housing and Section 8 Program. This is a great time for the WHA and with the highest designation from HUD allows us to operate our programs with greater flexibility.

#### **State Housing:**

There are a total of 119 units of public housing breaking down as follows, 77 units of conventional 1 bedroom Elderly/ Handicap housing at Hyde Park Drive. 10 units of Congregate 1 bedroom Elderly/ Handicap housing at Ready Drive, There is 12 units of conventional 2 - 3 bedroom Family housing at Ready Drive. 12 units of conventional scattered site Family housing units within Winchendon and 8 units of Physical and Mentally Handicapped housing of which the Winchendon Housing Authority has contracted the department of Mental Health to manage these units for us. Again we have a waiting list for these units and people need to fill out an application.

The congregate housing units at 16 Ready Drive have openings and are available for housing at this time. If you meet the eligibility requirements set by the selection committee the Housing Authority will be able to house you after meeting review of the Multi-Disciplinary Team (MAT). Anyone interested in a tour of the congregate units please call the office at 978-297-2280.



We also have 7 Mass Rental Voucher Program (MRVP) vouchers that are used to assist people in the private sector housing market find and keep their apartments. All vouchers are tenant based and are used within the Winchendon area. These stay with each tenant until they request removal or the voucher subsidy ends.

**State Modernization:**

The WHA received notification in June 2013 from the Department of Housing and Community Development (DHCD) funds in the amount of **\$556,103** for work to be performed at Hyde Park Drive and our other State Scattered sites here in Winchendon over the next 3 years. For the past 10 years the WHA has received over 3 million dollars in state modernization funding for Hyde Park Drive and our other State housing sites here in Winchendon. This is a great achievement from the combined efforts by the Local Board of Commissioners, our State Representative and State Senator working together for the benefit of our residents at Hyde Park Drive.

Anyone interested in applying for Housing and that meet the eligibility requirements for any of our units please feel free to come see us at 108 Ipswich Drive or call us at (978) 297-2280 or via email at [wha@net1plus.com](mailto:wha@net1plus.com) we will be happy to answer any of your questions or help assist you in any of your housing needs.

I would like to thank the people of Winchendon for supporting and allowing the Winchendon Housing Authority the opportunity to supply decent, safe and sanitary housing that is in good repair located in Winchendon and the surrounding communities.

Respectfully Submitted:

*David P. Connor*

David P. Connor

Executive Director/ Secretary Ex-Officio

# ANNUAL REPORT LAND USE DEPARTMENT

January 1, 2013 – December 31, 2013

Building Department

PURPOSE OF PERMIT	NO. OF PERMITS
Dwelling Units	11
Foundations	14
Additions/Alterations	74
Garage Additions	4
Deck Addition/Repairs	17
Sheds	5
Roofs	28
Swimming Pools	6
Demolitions	7
Signs	4
Safety Inspections	41
Plumbing	42
Gas	40
Electrical	115
Wood Stoves	19
Pellet Stove	20
	<hr/> <b>447</b> <hr/>

## Total Departmental Payments to Town Treasurer

<b>Reinspection Fees</b>	<b>\$ 20.00</b>
<b>Building</b>	<b>\$86,017.00</b>
<b>Wire</b>	<b>\$20,145.00</b>
<b>Plumbing</b>	<b>\$ 3,730.00</b>
<b>Gas</b>	<b>\$ 2,490.00</b>
<b>Weights &amp; Measures</b>	<b>\$ 2,970.00</b>
<b>Sheet Metal</b>	<b>\$ 200.00</b>
<b>Occupancy</b>	<b>\$ .00</b>
<b><u>Cert. Of Inspections</u></b>	<b><u>\$ 3,540.00</u></b>
<b><u>TOTAL</u></b>	<b><u>\$119,112.00</u></b>

The Land Use Department issued a total of 447 permits, with a total of \$119,112.00 in fees collected.

Respectfully submitted,  
Paul Blanchard, Building Commissioner

## **Beals Memorial Library Winchendon, Massachusetts**

### **TO THE CITIZENS OF WINCHENDON:**

#### **Ongoing Activities**

During 2013, the Beals Memorial Library continued to serve Winchendon residents of all ages, as a resource to meet informational, educational, and recreational needs. For adults and children, we provide collections of books, magazines, DVDs, recorded books (including CD, and MP3 formats, along with pre-recorded MP3 devices with the trade name "Playaways.") Through our bibliographic network, we provided electronic access to growing collections of "downloadable" audio and e-books (for Kindles, Nooks, Sony E-readers, Androaid Smartphones and Tablets) along with streaming video. The Central and Western Massachusetts Automated Resource Sharing (C/W MARS) network is our bibliographic provider. Patrons must have an active library card and the requisite equipment to make use of digital download titles.

We continue to depend upon C/W MARS for circulation functions. Our membership in this network is subsidized by a Small Libraries in Networks Grant, from the Board of Library Commissioners. This system allows patrons on-line access to their accounts, and the ability to request items they desire. The optional Wowbrary service continues to be provided, so patrons may sign up to receive a free, weekly e-mail notification describing new acquisitions. Through the C/W MARS network and the Massachusetts Virtual Catalog, supported by the Massachusetts Board of Library Commissioners, access is also provided to the holdings of the vast majority of other Massachusetts public libraries, so patrons may electronically place requests for titles in distant Massachusetts communities. Requested items can then be picked up and returned locally. Patrons continue to enjoy the use of other Central and Western Massachusetts libraries which participate in C/W MARS, using the same card at all member institutions. Mediated Inter-Library Loan is offered for items not available via the Virtual Catalog. This means local library staff work with the state's contracting provider to obtain, if possible, materials from libraries nation-wide.

Circulation for FY 2013 totaled 45,795 items of which there were 15,412 video items, and 2,417 audio items.

We loaned 8,068 items to people who use other Massachusetts libraries. We reported holding 38,159 physical items. We obtained 7,157 items from other libraries for loan from our building. These functions are almost all facilitated by Winchendon's membership in the C/W MARS (Central/Western Massachusetts Automated Resource Sharing) network and MLS (the Massachusetts Library System) continues to provide the transportation which actually gets library materials around the Commonwealth.

Due to our building's lack of handicapped access, library staff members continue to do home delivery and pick up for people who are unable to visit the library in person. Other services for the disabled include Talking Book demonstrations, a digital magnifier, and curb-side service, prearranged by phone.

Still popular with library users are Saturday hours, when we are open from 9 a.m. to 1 p.m., Labor Day until Memorial Day. We are also open Mondays through Thursdays 1-8 p.m., and Fridays 9-5. The library is closed on Sundays, legal holidays, and Saturdays during the summer.

Our 2013 Summer Reading Program, Dig into Reading, was offered with some materials supplied by the Massachusetts Library System. We are grateful for local support from the Friends of the Library, and Winchendon's Subway Sandwich Shop. The program also had state -wide support from the Massachusetts Board of Library Commissioners. Our 2013 Winter Program, Discover a World of Stories was offered, January through March. Library Director Julia White Cardinal was again invited to participate in Memorial School's Fun Day, making presentations to promote the library, and the Summer Reading Program. She made similar visits to Toy Town Elementary School.

The Library continued to offer morning Preschoolers' Story Hours for children ages 3-5, presented by Melissa Thayer. This year, the program moved to Wednesday mornings at 10 a.m. In place of Toddler Time, the library now collaborates with the Winchendon Pre-K to offer Wednesday morning's playgroups for ages birth - 2. These programs are supported, in part, by a CFCE (Coordinated Family and Community Engagement) grant. Mrs. Cardinal presents the program when Pre-K personnel are not available. Under the auspices of the Winchendon Pre-K, supported by the CFCE grant, Friday afternoon Play Groups are offered for children 2-4, Story/Craft programs for children in Kindergarten and up, has moved to Thursday afternoon. February vacation week story/craft programs were also offered. Mrs. Linda Bredberg participated in "Read Across America Day" at Memorial School. Patti Stanko conducted a children's summer book group that considered *Wonder* by R.J. Palacio. A total of 96 programs were offered, with total attendance amounting to 961.

As in the past, we took advantage of the Internal Revenue Service distribution program to commonly requested federal income tax forms, along with basic state forms. We have been advised that both state and federal forms distribution programs will be cut back in the future, as more and more residents switch to on-line filing.

Winchendon again qualified for both a Library Incentive Grant and a Municipal Equalization Grant, totaling \$11,539 from the state. This is a direct benefit of our Library's certification under the Massachusetts Minimum Standards for Free Public Library Service, and filing the required documents with the Board of Library Commissioners. Standards for a town of Winchendon's population include being open at least 40 hours per week (at least 5 days per week, and at least some evening hours); loaning materials, without charge, to residents of other certified communities; spending at

least 16% of the municipal appropriation for materials; employing a qualified librarian; and having a municipal appropriation for the coming year which is at least 2.5% above the average for the prior three years. This money is large portion of our budget for new library materials.

Discount museum coupons offered this year included Museum of Fine Arts, the Ecotarium ( in Worcester) the Museum of Science, and the New England Aquarium. New this year is a discount coupon for Old Sturbridge Village. These programs were supported, in part, by grants from the Massachusetts Cultural Council, administered locally by the Winchendon Cultural Council. The Massachusetts Department of Conservation and Recreation provided a free parking pass and two additional passes were funded by the Friends of the Library. These passes were very popular over the summer, especially on week-ends when the weather was fair.

The Library continues to provide computers, and Internet access to an average of 32 people per week. In addition, we offer wireless Internet access for patrons who have their own equipment. Some users even manage to use the service from outside the building and after hours. We are grateful to Comcast for providing the Internet connection for the public to use.

The Life Skills students, teachers, and aides from Murdock Middle High School visited the library regularly during the school year. There was one musical program organized by Brian Dickens. Meeting rooms space was regularly used by Winchendon's 250<sup>th</sup> Anniversary Committee, and the Robinson-Broadhurst Engagement Committee.

We are grateful to Colonial Co-Operative Bank, for again donating bookmarks, and sleeves for our plastic library cards. Both are printed with the library's hours and telephone number, for the convenience of our patrons.

### **Notable for 2013**

In April, the Board of Library Trustees celebrated the library's 100<sup>th</sup> Anniversary with a Literary Ball. It was a grand occasion, held at Hidden Hills Banquet Facility. In September, the Friends of the Library put on a birthday party for the library, inviting the community, and offering balloons, a petting zoo, cupcakes and activities for children. A proclamation was presented by the Board of Selectmen, and Citations were received from both houses of the Great and General Court. Zeke's Designs provided a new and improved town seal, placed over the library's front door.

This year, the library began a project to re-allocate use of some interior spaces. This involved extensive weeding of the adult collection, discarding out-dated or little used materials. During the coming year, we plan to shift the library's computers to the present reference room.

The Massachusetts Library System's contractor for delivery service implemented the Sort to Light technology, simplifying the local library's procedures in preparing items for shipment or return to other libraries in Central and Western Massachusetts.

We were fortunate to have the services of Mrs. Janet Brooks, who worked here in the summer under the Senior Training Program, until she had to take a leave of absence. Sadly, Mrs. Lorraine Homan, who worked at the library under the Senior Work-off Program, passed away during the fall. We miss her willingness to undertake any chore.

This year, it became clear that our efforts, and those of Winchendon Grants Administrator Gerry White, seeking a Community Development Block Grant (CDBG) for a barrier removal project at the library were not going to bear fruit. The goal of making our 100-year old library accessible to everyone remains. To that end, we have worked with Winchendon's Capital Planning Committee, and developed a funding proposal. As part of this plan, the library has applied to the Robinson-Broadhurst Foundation for assistance.

With the able assistance of Winchendon's DPW, the library handrail on the library lower steps was shifted, to allow passage of the sidewalk plow. DPW employees also eliminated a basement drain, in accordance with orders from the town's insurance company. Emergency repairs were required to a large heating system return pipe; more permanent repairs will be undertaken in the Spring. Russell Brooks volunteered to re-point the buildings front steps. John Fitzwilliam, of Fitzwilliam, NH donated his services to get the library's grandfather clock ticking again. We have been warned that the clock is old, and will soon need more extensive work.

This year, we initiated Fax service for the public, and it has been well received. Charges are \$2.00 for the first page (and we include a cover sheet at no extra charge) plus \$1.00 for each additional page.

The Friends of the Library presented a fascinating program on Cambodia for their Annual Meeting in June. They continue to make use of basement space for an ongoing book sale. This year, with help from Jill Weinmann, the book sale was better arranged than ever. Other volunteers included Suzanne, Erica, Greg and Rebecca Rader, Caroline Blakley, and Greg Cardinal. Proceeds from Friends fund-raisers help support library programs, such as the summer and winter reading programs, and the portion of museum passes not paid by the Cultural Council Grants. A summer yoga series for children, with Sherry Divoll, was supported by the Friends, and proved very popular.

This year, library staff again made visits to local Day Care homes, bringing along stories and a craft project.

In collaboration with the Community Partnership for Young Children, we presented the Pumpernickel Puppets during the Week of the Young Child in April. All attendees had a opportunity to see, learn, something about the puppets, and how they work. This

program was funded, in part, by a Cultural Council grant, and a gift from the Kiwanis Club of Winchendon.

## **Board News**

Board members were sorry to see the departure of Chirs Caldwell, who relocated early in the year. We were delighted to welcome new member Ronald Klash.

**We wish to especially thank the members of the Friends of the Library for their on-going support and involvement. We are also grateful to the individuals who have made cash contributions this year, and to the many volunteers and friends who have donated time, books, magazines, and miscellaneous materials. Next, we wish to thank our faithful volunteers: Lisa Beauvais (for almost 30 years of dedicated service), Esther Grimes, Amanda Mackie, and Meghan Thayer.**

**As always, we have many people to thank for another successful year. The Board wishes to acknowledge the dedication and hard work of the entire library staff: Linda Bredberg, Julia White Cardinal, Patricia Stanko, Melissa Thayer and Custodian Keith Bussiere, Sr.**

It is our staff members who actually provide library services to the public. Without them, the Beals Memorial Library would simply be a building full of books, DVDs, magazines, computers, etc. We think these folks do a very good job of providing the services expected of a modern public library, within our extremely limited budget and 100-year old physical plant. Please consider this: according to the “Public Library Share of the FY2010 Massachusetts Municipal Pie\*” average local library appropriations amounted to 1.3 % of the state-wide total. In comparison, Winchendon’s library appropriation is only 0.65% of the town’s total, or 50% below the state average.

Respectfully submitted,

The Board of Library Trustees  
Ron Muse (2016)  
Suzanne Rader, (2015)  
Cindy Darcy (2016)  
Ronald Klash (2015)  
vacancy  
vacancy

\* See

[http://mblc.state.ma.us/advisory/statistics/public/repmunicpie/mp\\_pop\\_group.pdf](http://mblc.state.ma.us/advisory/statistics/public/repmunicpie/mp_pop_group.pdf)

## Montachusett Regional Vocational Technical School

As I enter into my third year as Superintendent-Director of Monty Tech, I remain humbled and honored to represent a school that continues to transform secondary education in North Central Massachusetts. Compiling information for the 2013 Annual Report has provided me with an opportunity to reflect on the achievements and activities of our students, faculty and staff. The 2012-2013 school year brought many exciting opportunities for the Monty Tech educational community. It was a banner year, marked by student achievement, faculty and staff distinctions, and leadership development, including:

- Competing in three categories: network security, digital forensics, and Cisco networking, a team of six talented students captured second place at the CyberPatriot event, a national high school cyber defense competition, founded by the Air Force Association.
- Cited for his dedication to his students and his involvement with the highly competitive Cyber Patriot event, Information Technology instructor, Richard Duncan, was named Teacher of the Year by the Air Force Association.
- Students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement. In the spring of 2012, Monty Tech's passing rate on the MCAS English Language Arts exam was 99%, Mathematics 98%, and Biology 97%.
- Monty Tech science students continued to participate in the highly selective Student Spaceflight Experiment Program. Monty Tech remains the only vocational school in the nation to have a student science experiment launch into space, providing students with an opportunity to study the effects of gravity on their innovative science projects.
- Mass Audubon and the New England Farm and Garden Associations recognized our talented science instructor, Mr. Ken Pearson, with the well-deserved the 2013 Conservation Teacher of the Year Award.
- Monty Tech administrators made the new educator evaluation system a priority, attended a wide array of professional development programs, and continue to lead efforts to bring innovative and meaningful change to the complex system.

Today, the Monty Tech model of integrated academic and career-focused learning continues to provide high quality education to area youth. A Monty Tech education not only prepares students for employment, but also for post-secondary education. In fact, more than 60% of the Class of 2013 entered college or an advanced training program upon graduation. But what about success and retention in these post-secondary programs?

Because Monty Tech administrators, faculty and staff have a vested interest in the success of our students, the District has taken measures to keep in touch with our program graduates. One year after leaving Monty Tech, the graduates of 2012 reported the following:

- 35% are currently employed in a field related to their Monty Tech trade

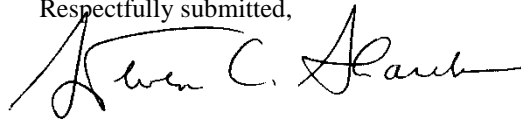


- 10% are employed in a field unrelated to their vocational education
- 49% are currently pursuing a higher education
- 4% have elected to serve in the United States military

From a fiscal perspective, Monty Tech, like other schools in your community, is dependent on public support. Though the District has been impacted by the nationwide economic recession, we have made every effort to retain a fiscally conservative budget while providing students with a high quality education, grounded in advanced technology and 21<sup>st</sup> Century thinking.

The District's FY13 Annual Budget was accepted by each of the eighteen member communities, and reflected a 7% increase over the 2011-2012 Educational Plan. We recognize that we are in the midst of some of the most difficult economic times faced by public education and, as a result, we will continue to strive to seek creative ways to minimize member-town assessments.

Respectfully submitted,



Steven C. Sharek, Superintendent-Director

### **Our Mission**

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

### **Our District**

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham	Harvard	Princeton
Ashby	Holden	Royalston
Athol	Hubbardston	Sterling
Barre	Lunenburg	Templeton
Fitchburg	Petersham	Westminster
Gardner	Phillipston	Winchendon

### **Leadership**

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has

been able to transform the school into one of the most sought-after high schools in North Central Massachusetts.

*Nicholas DeSimone, Principal*

*Francine Duncan, Director of Technology*

*Christina Favreau, Director of Academic Programs*

*James Hachey, Dean of Admissions*

*Richard Ikonen, Director of Facilities*

*Tammy Lajoie, Business Manager*

*Richard Nutt, Director of Vocational Programs*

*Steven Sharek, Superintendent-Director*

*Katy Whitaker, Development Coordinator*

*Victoria Zarozinski, Dir. of Student Support Services*

### **Enrollment**

On October 1, 2012, student enrollment at Monty Tech included 1,432 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (58), Ashby (37), Athol (110), Barre (39), Fitchburg (376), Gardner (173), Harvard (4), Holden (60), Hubbardston (56), Lunenburg (72), Petersham (8), Phillipston (17), Princeton (14), Royalston (24), Sterling (58), Templeton (110), Westminster (70), and Winchendon (127). The remaining nineteen students were from out-of-district towns, including Clinton, Hardwick, Leominster, Orange, Townsend and Worcester.

Throughout 2012-2013, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2012, approximately 1,000 district eighth graders participated in the annual “Tour Day” event. Students toured our twenty-vocational/technical areas and learned about the school’s challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members, to further explore the facilities and talk with staff members.

Each year, the Dean of Admissions conducts school visits, student interviews, and accepts applications for admissions. 2012-2013 proved to be an exceptionally busy year for him, as the school received a record 881 applications for admission. Of those, 794 were from students hoping to enter our incoming freshman class. The balance of the applications came from students hoping to enter the school as upperclassmen. Because there are only a limited number of students the school can accept each year, 379 freshmen and 22 upperclassmen were admitted.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school, and participate in hands-on learning experiences across a variety of vocational/technical areas. The program continued to attract a large number of students during the 2012-2013 school year, serving approximately 597 area students.

### **Class of 2012 Awards**

Members of the Class of 2013 were awarded approximately \$50,000 in scholarships. The Monty Tech Foundation generously provided \$27,000 in scholarships to graduating seniors, ranging in amounts of \$250 to \$2,000. The Foundation also awarded \$6,000 to the practical nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college credits through a number of articulation agreements with public and private colleges across the country. Well over 60% of the graduating class of 2013 reported plans to enroll at either a 2-year college, 4-year college/university, or a technical/trade school upon graduation. By earning college credits while still in high school, these students will benefit by saving both time and money as they pursue advanced educational programs.

### **Financial Report**

In an effort to develop a cost-effective budget for the fiscal year 2012-2013, a great deal of effort was put forth by the School Committee, administration and staff. The final fiscal year 2012-2013 Educational Plan totaled \$24,333,209, which represents a 7.0 % increase over the 2011-2012 Educational Plan. The District held spending in fiscal year 2012-2013 to the minimum required by Massachusetts General Law Chapter 70.

The District was audited in August 2013 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and a very good report is anticipated.

### **Grants and Contracts**

Monty Tech continues to pursue grant funding on an annual basis. These funds assist in providing many educational and social services to the student population. For fiscal year 2013, state and federal grant sources provided the school with \$922,132. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Perkins Occupational Education, and Summer Academic Support.

In addition to state and federal grant sources, Monty Tech was also the recipient of private and competitive grant awards totaling \$358,245. Included in that total are a number of highly competitive awards, including a \$248,275 award from the Massachusetts Life Sciences Center, used to renovate two science laboratories, and a \$100,000 award from the Executive Office for Administration and Finance, used to purchase vocational-technical training equipment, specifically a Sinker Electrical

Discharge Machine (EDM), which will be used to train our Machine Technology students, creating a more skilled and better prepared regional workforce. Grants totaled \$1,280,377 for fiscal year 2013.

### **Academic Achievement**












In 2012-2013, students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement, earning commendable MCAS scores in English Language Arts, Mathematics, and Biology. In the spring of 2012, Monty Tech's passing rate on the English Language Arts, Mathematics, and Biology. In the spring of 2012, Monty Tech's passing rate on the English Language Arts exam was 99%, Mathematics 98%, and Biology 97%.

<b>English Language Arts</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Students Tested	358	361	352
Passing	100%	100%	99%
Advanced/Proficient	87%	95%	95%
Needs Improvement	13%	5%	5%
Failing	0%	0%	1%

<b>Mathmatics</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Students Tested	358	360	352
Passing	98%	99%	98%
Advanced/Proficient	86%	87%	80%
Needs Improvement	12%	12%	18%
Failing	2%	1%	2%

<b>Biology</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Students Tested	362	361	398
Passing	97%	98%	97%
Advanced/Proficient	71%	73%	73%
Needs Improvement	27%	24%	24%
Failing	3%	2%	3%

The district continues to make progress toward narrowing proficiency gaps. Students in all subgroups have met their progress and performance targets, moving the school into a Level 1 Status.

<b>Student Group</b>	<b>On Target = 75 or higher</b>	<b>Performance</b>	<b>Progress</b>
All Students		83	Met Target
High Needs		76	Met Target
Low Income		83	Met Target
ELL and Former ELL		-	-
Students with Disabilities		75	Met Target
American Indian/ Alaska Native		-	-
Asian		-	-
African/American/Black		-	-
Hispanic/ Latino		99	Met Target
Native Hawaiian/ Pacific Islander		-	-
White		82	Met Target

### **Vocational Projects in the District Communities**

Unlike students in traditional, comprehensive high schools, students at Monty Tech are asked to put their education into practice on a daily basis. Students across the twenty different vocational technical education programs are building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services.

The 2012-2013 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

Auto Body: Collision Repair Technology: During 2012-2013, the program was fortunate to receive equipment upgrades including a new aluminum pulse welder, and an assortment of hand and air tools. The program introduced students to a virtual 3-D spray system, designed to provide students with the opportunity to practice the technique painting without using any materials, and the program's waterborne paint spray booth continues to provide students with training with more efficient waterborne paint systems. Throughout the year, the program received over eighty requests for service and repair work, including a number of requests from local school, police and fire departments. Students and instructors refinished a Westminster Police Department Speed Trailer, completed numerous projects in support of the NEADS Canines for Combat Veterans program, as well as repaired a Gardner Fire Department vehicle. (Total enrollment: 63; 42 males, 21 females)

Automotive Technology: The Automotive Technology program experienced instructional transition, as long-time instructor Ken Baer accepted another position within the District. George Russell, veteran automotive technician, filled the vacant position and has proven to be a valuable contributor in the department. Two of our top students, Seniors Hunter Manley and Mike Pauplis placed fourth at the state Ford/ AAA Automotive competition. Several students performed extremely well at the district level SkillsUSA competition. Hunter Manley of Phillipston, advanced to the state competition, where he was awarded a gold medal for his performance and qualified for the national competition in Kansas City, MO. The program also supported eight students in the Co-Operative Education program. These students gained valuable workplace experience, applying the skills they learned in the rigorous automotive technology program, and received high praise from their employers. (Total enrollment: 53; 44 males, 9 females)

Business Technology: Students and instructors in the Business Technology continue to enjoy an increased presence in the school community, providing assistance to shops and offices throughout the school by coordinating bulk mailing, labeling, organizing, and collating jobs. Offices that receive direct support from the Business Technology program include: Monty Tech Nurses' Office, front office, and Student Support Services. Students also assist wherever there is a customer service need, as in the annual greenhouse project, directed by Mr. Dylan Hager. Students serve as customer service representatives and cashiers for this very busy seasonal operation. Students also run a successful school store, refining their skills in cash handling, customer service, organization, and marketing. (Total enrollment: 76; 15 males, 61 females)

Cabinetmaking: Cabinetmaking students spent a great deal of time building and installing cabinetry in a number of public offices throughout the Monty Tech district. During the 2012-2013 school year, students and instructors were particularly busy renovating the kitchen in the Oak Hill Fire Station, located in Fitchburg, MA, where solid cherry cabinetry was built and installed to update the facility. The Senior class also built a beautiful solid cherry bedroom set, which was raffled off to raise money for the Monty Tech Foundation, a philanthropic organization that provides scholarships to students.

Individual requests were also honored, including building podiums, and storage units, and all of the gifts for the annual Superintendent's Dinner (400 Nantucket benches) kept the students and instructors extremely busy throughout the remainder of the year. Finally, the program was also fortunate to receive four new machines: two jointers, a straight line rip saw, and an up-cut saw. (Total enrollment: 72; 45 males, 27 females)

Cosmetology: Providing students with educational space that closely reflects industry trends and a typical workplace environment are paramount in the cosmetology program. In November 2012, the renovation of rooms #202 and #210 was completed, offering students and instructors additional opportunities to train in a setting that closely resembles a traditional salon. The new space includes: twenty-four dry stations, twelve manicure tables and stools, new student lockers, shelving, wig warmers, new electrical outlets and fresh paint. Each of the programs twenty-two seniors successfully obtained their cosmetology license before graduation- bringing the programs total number of licensed operators to 225 (and three manicurists) to date. Monty Tech cosmetology instructors continued to promote community service, encouraging all students to participate in meaningful activities at the Gardner High Rise. Students provide free hair and nail services to the elderly once a month, a program that began in 1998. (Total enrollment: 89; 1 male, 88 females)

Culinary Arts: Students and instructors in the Monty Tech Culinary Arts program are among the busiest in our school. In addition to operating a full-service dining room and bakery, culinary students and instructors participated in the Independent Restaurant Group "Taste the Difference" event, and continue to showcase their talents at similar trade shows and events throughout the year. The program provided breakfast, lunch and dinner, as well as support staff, for a number events for public organizations, including: Fitchburg Rotary Club, Montachusett Home Health Care, Senate Ways and Means Committee, Gardner AARP, and the Fitchburg City Council. The program also was fortunate to receive new equipment that has proven to increase efficiency, including a combination steam convection oven and new stainless steel prep tables. (Total enrollment: 105; 34 males, 71 females)

Dental Assisting: 2012-2013 proved to be a busy one for the students and instructors in the Dental Assisting program. The program supported three students who competed at the district level for SkillsUSA. Two went on to compete at the state level. Monty Tech welcomed Community Health Connections, a school-based dental hygiene program whose goal is to provide dental services to students in need. Through this initiative, approximately thirty-two students were examined by a dentist, had their teeth cleaned, and had sealants or temporary fillings applied as needed. Monty Tech Dental Assisting students were given hands-on, practical experience, as they assisted the staff from CHC during each dental procedure that was performed. Dental Assisting students also attended the Yankee Dental Convention, and learned about the most current trends and practices in the field. Finally, the program received new equipment, including a model

trimmer, digital scales, a hot water bath and two vacuum forming machines. (Total enrollment: 62; 5 males, 57 females)

Drafting Technology: The Drafting program is proud to announce that five seniors held co-op positions during the 2012-2013 school year, and all plan to continue with their employment while attending local colleges and universities. Nine students earned the right to compete in the SkillsUSA event at the state level, and one standout was selected to represent the school at the national level. At the end of the 2012-2013 school year, every Junior (16 students) and every senior (7 students) were certified AutoCad Mechanical users, and each had also successfully earned certification in Inventor. The shop continued to provide countless community services in the form of banners, signage, building plans, interior design plans, and decorating for school-sponsored events. A capstone project for Drafting students and instructors is the school's library, which was designed entirely by the Drafting Technology program, and upon completion, will be an excellent representation of the quality work that is produced in that shop on a daily basis. (Total enrollment: 51; 29 males, 22 females)

Early Childhood Education: The Early Childhood Education program at Monty Tech proudly graduated fourteen students, all college bound. The program continues to be a popular trade, with an emphasis on community service and continued education. During 2012-2013, Early Childhood Education students participated in the Fitchburg Public Schools: Math & Literacy Fair, operating a table, and engaging children in an activity-based scavenger hunt, based on two popular children's books. Students also created twenty 3-D children's games, which served as centerpieces for the MAEYC Annual Week of the Young Child Recognition Dinner. Three students from the program represented Monty Tech at the SkillsUSA National Skills and Leadership Conference in Kansas City, MO. Whether the students were competing or receiving a volunteer service award, each of these young ladies represented the school and the Early Childhood Education program very well. The program has benefited from new supplies and equipment, including: a new storage unit for the baby Care Parent Simulation dolls, a SMARTboard, new playground equipment for the District's preschool program, and a new pocket laminator. The Monty Tech Childcare Center continues to operate at full capacity, serves as a co-operative education site for two students, and successfully prepares their young students for transition into Kindergarten. The Center's Director, Ms. Kelley Booth, visits with prospective parents almost daily and handles frequent calls for Fall placement. (Total enrollment: 65; 3 males, 62 females)

Electrical: The Electrical program at Monty Tech continues to be one of the busiest trades in the school. During the 2012-2013 year, students and instructors completed a number of "outside projects" that include: all wiring of the Bresnahan Community Center in Ashburnham (with the exception of fire and security), wiring of the new AV center at the Bromfield School (Harvard, MA), and lighting upgrades to the Toy Town Elementary School Conference Room (Winchendon, MA). Countless electrical projects were also completed in-house, including: library renovations, LED lighting on the



outside of the school, wiring two new stations in Cosmetology, data upgrades in a number of classrooms, and new equipment installations in vocational programs (Culinary Arts, Cabinetmaking, Machine Technology, and Automotive Technology). The Electrical program is also particularly proud to have trained thirteen students who benefited from a co-op placement during the 2012-2013 school year, successfully applying what they have learned at Monty Tech in workplaces across North Central Massachusetts. (Total enrollment: 88; 79 males, 9 females)

Engineering Technology: The Monty Tech Engineering program has undergone a yet another major transition, as long-time instructor David Dion retired during the 2012-2013 school year, which left a vacancy that was filled by Mr. Dennis Cormier, veteran engineer. Mr. Cormier's great enthusiasm for the subject matter has been a welcome addition to the program, that has seen a marked increase in student interest. During the 2012-2013 school year, the exploratory program yielded thirteen first-choice freshman, with an incoming freshman class totaling sixteen. All eleven seniors graduated, and reported plans to continue their education, join the military, or continue working in the engineering field. Engineering Technology instructors were pleased with the addition of new materials and equipment, including new student lockers, additional storage units, a mechanical stress tester, a fusco system, and a wide variety of Project Lead the Way curriculum and tools. (Total enrollment: 58; 42 males, 16 females)

Graphic Communications: The Monty Tech Graphic Communications program is pleased to have graduated twenty-four students, all of whom were accepted at a variety of colleges, including 2-year, 4-year, public, and private institutions. Throughout the 2012-2013 school year, the shop continued to produce large quantities of print projects for district towns and community service organizations. This year, the shop produced approximately three hundred twenty print projects, billing in excess of \$38,000. The shop also produced yearbooks for local institutions, saving each school approximately \$8,000 - \$10,000, as the billing only reflects cost of materials. In our student-operated copy center, over three million black and white copies, two hundred fifty thousand color copies, and over five hundred wide format prints were completed. The program was fortunate to receive a number of equipment upgrades and pieces of new technology, including: a black and white high speed copier, a digital envelope printer, a comb binding machine, a screen printing positive printer and ten (10) new iMac computers, each equipped with CS6 software. (Total enrollment: 89; 28 males, 61 females)

Health Occupations: The Health Occupations program at Monty Tech continues to educate a large number of students, providing a rigorous education grounded in current medical knowledge and practice. With guest speakers including a mortician, an emergency room physician, the American Red Cross and representatives from Battered Women's Resources, instructors aim to provide students with critical exposure to a variety of health-related career options. The program, which boasts an enrollment of just under one hundred students, continues to participate in community service programs, including the annual Red Cross Blood Drive, Pediatric Day (in conjunction with students

from the Early Childhood Education program), and a “baby shower” for women living in a local battered women’s shelter. In addition to providing students with CPR training and certification, the program provides opportunities for students to sit for two certification exams. The juniors sat for the Certified Nursing Assistant (CNA) exam, and the senior students sat for the Clinical Medical Assistant Certification (CCMA) exam. (Total enrollment: 99; 6 males, 93 females)

House Carpentry: Most of the work done by the students and instructors in the Monty Tech House Carpentry program is done off-campus, completing renovation, building, and repair work for member communities. Some of the more notable projects from the 2012-2013 school year include: work on the Bresnahan Community Center (Ashburnham), leading renovation efforts for the school’s new library, constructing and installing Fitchburg Rotary Club flower boxes, completing work on Westminster Little League dug-out roofs, constructing and installing a shed located at the Town Hall (Ashburnham), completing work on the Monty Tech softball field dug-outs, and designing and installing stage extensions for the Monty Tech Dukakis Performing Arts Center. (Total enrollment: 65; 42 males, 23 females)

Industrial Technology: Students and instructors in the Monty Tech Industrial Technology program are called on for “a little bit of everything.” Whether busy on campus or off, these students contribute to the educational community in countless ways. During 2012-2013, the majority of their work was concentrated on three major outside projects: 1) re-roofing the Princeton Municipal Power and Light Company’s multi-shed buildings, 2) designing and creating props for the Annual Superintendent’s Dinner fundraising event, and 3) fabricating and installing a 12’ x 16’ wooden, gambrel style shed for the Town of Ashburnham. The Co-Operative Education program continues to be a highlight for students in the Industrial Technology program, as six students were awarded co-op placements during the year. Finally, the District hired Mr. Kenneth White to replace long-time instructor Michael Edson, who retired early in the year. Mr. White has proven to be a wonderful resource to our students, bringing over 35 years of experience in maintenance repair and machine set up knowledge. (Total enrollment: 52; 49 males, 3 females)

Information Technology: As with any school, information technology provides key services to the educational community. In addition to the critical in-house Help Desk services offered by the program, students and instructors performed in excess of two hundred hours of repair, upgrading, and troubleshooting computer problems for Monty Tech community members. Competing in three categories: network security, digital forensics, and Cisco networking, a team of six talented students (led by instructor Richard Duncan) captured second place at the CyberPatriot event, a national high school cyber defense competition, founded by the Air Force Association. To give you a sense of how immense this accomplishment is - there were 806 teams representing all fifty states at this competitive event! The Information Technology program also offered TestOut PC Pro certification opportunities to Sophomore and Junior students. During the 2012-2013

school year, 26 out of a total 33 students passed this certification exam, a 79% success rate. (Total enrollment: 58; 54 males, 4 females)

Machine Technology: The Monty Tech Machine Technology program saw several key improvements during the 2012-2013 school year. The program benefited from new technology, including: a Kalamazoo cut-off band saw, new benches, and two jet engine lathes with digital readouts. Additionally, a vocational equipment grant from the Executive Office for Administration and Finance, in the amount of \$100,000 was awarded to the District. These funds will directly benefit the students in the Machine Technology program, as the District has purchased a Sinker Electrical Discharge Machine (EDM). Students will be trained in this new technology, and, therefore, will be more marketable to area machine shops that utilize similar equipment. Two students advanced from the SkillsUSA district competition to compete at the state level, one in Precision Machining and the other in CNC Milling. The program is particularly proud of student efforts in CNC Milling at the state SkillsUSA competition, where a Monty Tech student won a bronze medal. A total of twelve (12) students were offered co-op employment (up from only 3 students in 2011-2012), and were able to put their vocational education into practice at area machine shops. Students who remained at the school refined their skills by completing a number of special projects, including: manufacturing brass plaques to mark projects within the school and outside projects in Monty Tech communities, laser engraving plaques for the school's annual car show, creating custom drawer pulls for the bedroom set hand-crafted by Cabinetmaking students, and machining components for the auditorium stage extension project. (Total enrollment: 62; 56 males, 6 females)

Masonry: Students and instructors in the Monty Tech Masonry program were busy on our campus, as well as in many of the member communities throughout the 2012-2013 school year. Community services included: designing and installing the brick chimney, tile floors and the stone surrounding the wood stove at the William Bresnahan Community Center (Ashburnham); repairing the flag pole base at the fire station, repairing brickwork at the police station, and repairing sidewalks and manholes at the Sundial Apartments (Fitchburg); cutting channels and removing concrete floor, jackhammering ledge in the floor, and repairing the concrete floor at the Bromfield School (Harvard); completing work on the Little League dugouts (Phillipston); and completing brickwork at the Senior Center and repairing steps at the Wendell Clark Memorial YMCA (Winchendon). When students weren't busy in our district communities, they were preparing for and competing in the Massachusetts Trowel Trades Association (MTTA) competition, where they were recognized with the following distinctions: Seniors – 1<sup>st</sup> and 3<sup>rd</sup> place, Juniors – 2<sup>nd</sup> place, and Sophomores – 2<sup>nd</sup> place. Students and instructors also worked to beautify our own campus by installing block work for the softball dugout renovation project, pouring a concrete slab behind the Plumbing shop, and building flower boxes/ retaining walls around signs in front of the school. (Total enrollment: 66; 55 males, 11 females)

Plumbing: The Monty Tech Plumbing program, like others throughout the school, is committed to community service, and as a result, during the 2012-2013 school year, students and instructors participated in the construction of a new community function center, the William T. Bresnahan Community Center in Ashburnham. Students and instructors also worked to complete rough plumbing, radiant floor heating, and radon mitigation systems in a new commercial building in Ashburnham. In Harvard, students and instructors worked on the Bromfield School campus to install the plumbing and heating systems in an unused space that will soon be the home for the Harvard Community Cable Access group. On our own campus, students worked daily on fixing leaks, cleaning drains, and repairing and maintaining the plumbing system in the school. The Plumbing program is particularly proud to have trained eight students who were given an opportunity to demonstrate their technical skills in a co-operative educational placement. The Monty Tech Plumbing program proudly graduated sixteen students in the Class of 2013. Two students, in particular, received prestigious trade awards/recognitions: Nick Dudley (Westminster) won the Central Massachusetts Plumbing & Gasfitting Inspectors Association scholarship, and Nick Foster (Gardner) was named a Voc-Tech All Star by the Plumbing, Heating, and Cooling Contractors Association of Massachusetts. (Total enrollment: 68; 65 males, 3 females)

Welding/Metal Fabrication: The Welding/Metal Fabrication program is charged with successfully completing numerous projects on the Monty Tech campus, including repair work, layout, design and installation. In conjunction with other trades at the school, students and instructors in the Welding/Metal Fabrication program are instrumental in the successful completion of many of the school's building renovation initiatives. In addition to the more than 65 miscellaneous projects successfully completed by students during the 2012-2013 school year, students and instructors worked collaboratively to complete restoration work on a fire truck operated by the Fitchburg Fire Department, which was the program's capstone project for the year. The program benefited from the addition of new equipment, including a DoAll 400S Horizontal Band Saw, a Nederman Portable Welding Fume Extractor, a Torchmate Plasma Cutting Water Table, and three Millermatic® 211 Auto-Set Mig Welders. The program was pleased to place ten top students in Co-Operative Education work experiences across the district. (Total enrollment: 57; 54 males, 3 females)

### *Special Services*

During the 2012-2013 school year, Montachusett Regional Vocational Technical School District provided special services to approximately three hundred students – measuring progress of approximately two hundred students on Individual Education Plans (IEPs) and just under one hundred students adhering to individualized Section 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs

state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department is fortunate to be able to support a full-time school social worker who participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is fortunate to have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three-year re-evaluation. In addition, we have a full-time speech pathologist, who is available to assist students with disabilities, assess these students and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention.

The school's Director of Student Support Services oversees the district's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. The comprehensive review and evaluation are done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

### **Technology**

In 2012-2013 Monty Tech began the process of improving our network infrastructure to meet the needs of the future. The Massachusetts Department of Elementary and Secondary Education's initiative to replace the current MCAS student assessment testing system with PARCC, an online student assessment testing system, is the driving force for such improvements in school districts across the state.

The network core switch has been upgraded along with other network switches throughout the building. Internet bandwidth was increased considerably, and the school selected a wireless network vendor to install building-wide wireless access during the summer of 2013. We believe these improvements to the school's infrastructure have prepared the school for the technology-driven PARCC assessment.

Monty Tech continues its participation in the Massachusetts Office of Health and Human Services Virtual Gateway initiative, which provides direct certification of free and reduced lunch students. This process has improved the process of qualifying students for subsidized meals, directly impacting technology costs at the school. As the number of students who qualify for subsidized meals increases, so too, does our e-rate discount, substantially reducing costs associated with the District's internet, firewall, email systems.

Monty Tech continues to replace and add technology equipment and software so that students gain experience with newer technology. Our Information Technology program

added a virtual server, and several of our other shops replaced equipment that is now based on computer technology.

### *SkillsUSA*

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. Through our association with SkillsUSA, our students develop job skills, leadership and professional skills, as well as provide community services, serving our member communities.

Led by co-advisors, Ms. Kelsey Moskowitz, English teacher, Anne Marie Cataldo, Early Childhood Education Instructor, and Dan Starr, Graphic Communications Instructor, 2012-2013 proved to be a remarkable year for the Monty Tech SkillsUSA chapter. Highlights of the year include:

- Fitchburg resident, and Dental Assisting student, Brittany Velez, was elected Massachusetts SkillsUSA State President.
- Thirteen students attended the Annual Fall State Leadership Conference. The conference spanned three days, and presented the students with an opportunity to develop leadership skills and perform community service at an area YMCA Day Camp.
- The SkillsUSA local competition was held in January 2013. The competitions took place over a three-week period, and included leadership competitions as well as technical and skill based competitions. The event culminated in a Local Awards Ceremony, held at the school on January 23, 2013.
- Winners from the local competition advanced to the district competitions, held at Bay Path Regional Vocational Technical School. There, a grand total of forty-seven (47) medals were captured by Monty Tech students - fourteen (14) gold, nineteen (19) silver, and fourteen (14) bronze medals. Two students also qualified to run for the State Executive Council. Remarkably, students in four contests swept the contest, obtaining all three medals. These included 3D Animation Technology, Medical Assisting, Early Childhood Education, and Digital Cinema Production.
- Two students, Russell Holbert (Graphic Communications) and Nadia Machado (Health Occupations), served on the State Advisory Committee to help aid in the planning of the State Conference.
- A total of seventy-eight students attended the State Leadership and Skills Conference, held at Blackstone Valley Vocational Technical School. Traveling to the highly competitive conference were thirty-nine (39) District Medalist and qualifiers, seventeen (17) local leadership contestants, two (2) state officer candidates, and twenty-four (24) voting delegates. The event culminated with nineteen (19) medals and seven (7) students earning the right to compete at the National Leadership & Skills Conference held in Kansas City, Missouri in late June. Brittany Velez was also elected to the State Executive Council and was named a candidate for National Office. Russell Holbert, Nadia Machado, Andrea Bickford and Jessica Shattuck were selected to be national voting delegates.
- Seven students also traveled to the National Conference, where they received the coveted President's Volunteer Service Award.

- In June 2013, eighteen students and nine instructors attended the National Conference in Kansas City, Mo. There, Emily Westerback, senior in Graphic Communications, earned a silver medal in Advertising Design, and Brittany Velez, a junior in the Dental Assisting program, was elected to be a National Officer. In July, at National Officer Training, Brittany was voted to the position of National Secretary.
- Throughout the year, students participated in a number of community service projects, including: the Marine Corps JROTC 10 Mile March to raise money for veteran's services; a "Change for Children" Campaign to benefit a Holiday Party for disadvantaged children; Salvation Army "Christmas Angels" were distributed to collect toys and gifts for underprivileged children; "A Night of Fun with The Harlem Wizards" to benefit Be Like Brit Foundation and The Doug Flutie Jr. Foundation for Autism.

### **Marine Corps JROTC**

The Monty Tech Marine Corps Junior Reserve Officers Training Corps (MCJROTC) was selected as a National Honor School for the fourth consecutive year. The program's enrollment exceeded 180 students, hailing from all eighteen sending communities.

As in past years, the MCJROTC ceremonial units were in high demand throughout the district. The MCJROTC cadets conducted thirty-eight ceremonial details, and every weekend during the school year the cadets were busy with various corps activities.

The MCJROTC unit conducted over seventy-two hundred hours of community service. Service is an important part of the MCJROTC experience. This year the cadets donated \$14,500 to Canine's for Combat Veterans, \$5,000 to the Fitchburg Veterans Outreach, and \$1,000 to the Wounded Warrior Project.

The 2012-2013 Leadership Trip was held at Camp Outdoor Odyssey in Boswell, PA. Seventy cadets experienced this week-long adventure training in the mountains of western Pennsylvania.

During the month of July the Cadet Corps hosted a first-ever National Marine Corps Cyber STEM Camp at Monty Tech. Over ninety cadets from the Midwest and Northeast spent a week at the school learning about Cyber Security. Leaders from business and education sectors, as well as leaders from the United State military, lectured on the growing Cyber Security field.

Other notable highlights for the year include:

- National High School Cyber Defense Competition, National Runner Up
- Ten-mile March-A-Thon to support "Canine's for Combat Veterans"
- Annual raffle to support leadership trips
- Veterans' Day Ceremonies hosted by Monty Tech

- Memorial Day Observation in six sending communities

### **Women in Technology**

The past year marked the 11th year that the North Central Massachusetts Women In Technology program has been providing opportunities for young women from area high schools to learn firsthand about careers in high-tech and business. Participants spent two days a month working on real-world work projects under the mentorship of company managers at SimplexGrinnell and Tyco Safety Products in Westminster, subsidiaries of Tyco International, a Fortune 500 company.

Students from Monty Tech, Leominster's Center for Technical Education, Oakmont, Quabbin, Gardner and Narragansett participate in the program. Their completed projects are unveiled at an annual end-of-the-year presentation held in Monty Tech's Performing Arts Center. Corporate sponsors, along with families, friends and teachers, are invited to attend and see what the students have accomplished during the school year.

This long-standing program continues to offer opportunities to young ladies interested in gaining work experience in a corporate setting. Affiliation with the program, and skills acquired through participation in the Women in Technology program, open doors to career opportunities not otherwise available to high school students. Graduates of the program are also equipped with a foundation to better meet the challenges of an ever-changing and demanding work force.

Each year, graduates of the program go on to rewarding and well-paying careers, made possible by this unique experience.

### **Student Athletics**

The Monty Tech athletic program continues to expand in scope and skill each year. More students and teams compete every season. In fact, during the 2012-2013 school year, the Monty Tech Athletic program expanded considerably, and now includes indoor track & field for both boys and girls, lacrosse for both boys and girls, and a boys tennis team. During the fall of 2012, Monty Tech was well-represented by eighteen teams. In the winter months, there were fourteen teams, and wrapping up the year, spring saw thirteen teams come together at Monty Tech.

Last fall, the varsity football team saw their first winning season in almost ten years, going 6 - 5 and winning the annual Thanksgiving eve game. The junior varsity football team was 2 - 4 and the freshman football team was 3 - 5. The varsity boys soccer team finished at 7 - 10 - 1. The junior varsity boys soccer team was 6 - 6 - 1, an improvement over last year. The varsity golf team was 5 - 14 overall, while the junior varsity golf team played in five tournaments, gaining valuable experience on the links. The varsity field hockey team went an impressive 16 - 2 - 1 for the season, winning the Colonial Athletic League title with a 9 - 0 - 1 record. Their performance qualified them for the Central



Mass Tournament for the third consecutive year, where they lost to Tyngsboro, 3 - 2 in a shoot-off. The junior varsity field hockey team finished at 7 - 1 - 1. The boys cross-country team was 10 - 3, finishing second in the Colonial Athletic League with a 6 - 1 record. The girls cross-country team was 6 - 1 overall and 3 - 1 in the Colonial Athletic League. The varsity girls volleyball team finished 10 - 10 for the season and qualified for the district tournament. The junior varsity girls volleyball team was 9 - 6, while the freshman team continued to improve each match. The varsity girls soccer team was 11 - 3 - 3, and qualified for the State Vocational Tournament, where they lost to Diman Regional Vocational Technical High School, 5 - 0. The girls junior varsity soccer team finished at 7 - 7 - 1.

The girls varsity basketball team finished at 10 - 10 on the season, qualifying for the Central Mass Tournament. They beat North Brookfield in the first round, 39 - 34 and lost to Hopedale, 64 - 18. Two team standouts qualified for the Colonial Athletic League All-Star team. The junior varsity girls were 15 - 5, while the freshman girls finished the season with a 9 - 3 record. The varsity boys basketball team finished at 6 - 14, while the junior varsity team finished with a strong 13 - 7 record and the freshman went 13 - 3. The co-op wrestling team participated in many dual meets and tournaments finishing at 6 - 9. The co-op ice hockey team finished at 8 - 10 - 2, just missing the playoffs. The junior varsity ice hockey team played very well. Eleven swimmers participated in a co-op swim team with members from Leominster, North Middlesex and Oakmont, swimming at the Fitchburg State University pool, one of the best in the area. 2012-2013 saw our first indoor track & field for both boys and girls. Each team participated in eight meets, and recorded some fine individual performances.

In the spring of 2013, the varsity softball team qualified for the Central Mass Tournament with a 10 - 10 record, losing to Hopedale. The junior varsity softball team was 5 - 8. The varsity boys volleyball team finished with a 9 - 1 record in the Colonial Athletic League, and won the league title for the first time. The varsity baseball team finished at 7 - 13, while the junior varsity baseball team was 10 - 6 and the freshmen baseball team was 2 - 4. The boys track & field team was 7 - 1, placing second in the Colonial Athletic League with a 6 - 1 record. The girls track & field team was 6 - 2 and also placed second in the Colonial Athletic League with a 5 - 2 record. Combining effort with area North Central Charter School, we were able to form our first boys and girls lacrosse team. Monty Tech hosted the boys, while N.C.C.S. hosted the girls. The boys played fifteen games their first year, and due to a large turnout from Monty Tech, we expect to have our own team Spring 2014. One student, a freshman, played for the Fitchburg High School tennis team, and was named to the Sentinel and Enterprise All-Star team.

Congratulations to the Outstanding Male and Female athletes for 2012-2013, Tarsiah Murphy and Monica Pucko.

### **Postgraduate and Continuing Studies**

The Postgraduate & Continuing Studies Program, also known as Monty Tech Nites, continues to update and add courses that emphasize a commitment to excellence by offering affordable, quality, and enjoyable educational experiences. For the Fall of 2012, Monty Tech offered 106 courses “in-house” and another 400+ were offered online. Approximately 900 seats were sold for Fall 2012 courses. In comparison, there were 108 “in-house” courses and, again, over 400 on-line courses offered during the Spring 2013 semester. Approximately 800 seats were sold for Spring 2013 courses.

In April 2013 the postgraduate program successfully graduated our second class of fifteen Emergency Medical Technicians. The students took their practical exam at Monty Tech and proceeded to take their written exam at a state-designated facility. Several graduates have already found employment in their chosen field.

The Director of the Postgraduate & Continuing Studies Program actively seeks information to develop new (and expand existing) certificate and licensure programs that align with regional workforce needs and employment trends.

### **Practical Nursing Program**

The Practical Nursing Program is designed to prepare graduates to practice safely, ethically and in a caring manner for patients who are experiencing common variations in health status in diverse health care settings. This mission, which is consistent with the philosophy and goals of the Montachusett Regional Vocational Technical School District, accomplished the following:

- Identifies a strong relationship between academic and vocational preparation
- Stresses the importance of developing critical thinking skills to function safely, effectively, and productively in an ever-changing technical and diverse society
- Supports the maintenance of a positive and caring learning and practice environment

In November 2012 the Practical Nursing Program hosted a site visit to obtain accreditation by the Council on Occupational Education (COE). We received full accreditation for six (6) years, which allows the program to participate in the U.S. Department of Education student loan program and provides the Monty Tech Evening Division with a national accreditation status.

In Fall 2013 the Practical Nursing Program hosted a site visit and evaluation from the Dept. of Elementary and Secondary Education (DESE). The Practical Nursing Program was approved as a Chapter 74 adult educational program. This will provide the program with another revenue source along with our student tuition income.

In June 2013 we graduated twenty-nine (29) students to enter the nursing profession and the class achieved an initial NCLEX pass rate of 94%. Over 85% of the 2013 graduates are currently working in the North Central area as LPNs in various health care settings from long term care, sub-acute care, clinics and prison health care.

Our experience and forethought in the development of the LPN to BSN Bridge program with Fitchburg and Worcester State University continues to garner state and national attention. Program Director, Holly Lafrance, remains committed to the Nurses of the Future Initiative, working closely with the Board of Higher Education as a member of the academic progression model team, while the Monty Tech Practical Nursing instructional team was asked to present at the highly respected National League of Nursing (NLN) annual conference in Washington DC in Fall 2013.

### **Looking Ahead**

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we continue to have an eye toward the future, always committed to improving our vocational and academic programming, strengthening key partnerships, and maintaining facilities that contribute to student success and achievement. As we look ahead, there are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

Biotechnology: With funds provided by a Massachusetts Life Sciences Center Grant, the renovation of two science laboratories is nearing completion, giving the school two 21<sup>st</sup> Century, universal laboratories, filled with materials, supplies and equipment that enable educators to introduce exciting lab offerings and curriculum to eager students. Two courses, Introduction to Biotechnology (BTC101- 4 credits) and Basic Solution and Media (BTW102- 3 credits) will be offered to high school students through a unique middle college model, whereby college level coursework is embedded during the traditional high school schedule. The courses will be co-taught by a Mount Wachusett Community College faculty member and a Monty Tech instructor. The MWCC faculty member will serve as a visiting instructor, co-teaching the classes with a highly qualified science instructor. Upon successful completion of the courses, students who earn a 'B' or better are eligible to receive seven (7) college credits.

Expanded AP Offerings: In September 2012, Monty Tech launched its first Advanced Placement courses, grounded in the belief that because today's vocational programs are rigorous and complex, high school academic offerings should be as well. With 69 students enrolled in two courses, we are delighted to report approximately 40% of these eager students earned college credit as a result of end-of-course test results. Pleased with these results, District officials are excited to expand AP offerings in the coming years, introducing courses such as AP Statistics, AP Studio Art, and even AP Environmental Science.

Renovation of the School's Library: For several years, Monty Tech has been without a library. Though the school's faculty and staff have gone to great lengths to provide alternatives to students during this time, providing research databases, ebooks and audio books, the district has committed to renovating the existing facility, with the hopes of transforming it into a student-friendly 21<sup>st</sup> Century library. This extensive project, which

is nearing completion, will provide students with 2,000 new fiction titles, access to a collection of approximately 6,200 titles, quiet study space, extensive research capabilities, and wireless access. We look forward to the library's grand re-opening in December 2013, providing the Monty Tech educational community with a library that more closely reflects the advanced technology and training available to students at Monty Tech.

**Educator Evaluation:** Because Montachusett Regional Vocational Technical School District is not a Race to the Top district, school officials were given until Fall 2013 to negotiate and implement the new educator evaluation tool. Throughout the 2012-2013 school year, administrators participated in workshops and professional development coursework to develop a broad understanding of the scope of the state's new evaluation system, and in September/October 2013, educators participated in training related to developing SMART Goals. We are delighted to report that an evaluation tool has been agreed upon, and that teachers and administrators continue to work collaboratively to implement the new evaluation tool, with intentions of improving educational delivery across the District.

**Summer Camps:** The school's new Dean of Admissions has proposed a Summer Camp program that will bring added life to our halls during the month of July. Interested 6<sup>th</sup> – 8<sup>th</sup> grade students in our eighteen sending communities will have an opportunity to attend one of four innovative summer enrichment programs. Each camp has been designed to introduce students to vocational programming, familiarize them with our school, and will culminate in an exciting field trip! Additionally, thanks to the generosity of the Monty Tech Foundation, scholarships will be available to students who qualify for free/reduced lunches, and all costs of the field trip will be covered for every participant.

### ***The Monty Tech School Committee***

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures.

Our students continue to benefit from the broad scope of their experience and varying perspectives, and we are thankful to the following members of the 2012-2013 School Committee for their outstanding service.

Eric Olson, Phillipston  
*Chair*

Barbara Reynolds, Lunenburg  
*Vice Chair*

Diane Swenson, Ashburnham

Joann Sueltenfuss, Harvard

Peter Capone, Ashby  
Toni L. Phillips, Athol  
John Scott, Barre  
Brian J. Walker, Fitchburg  
Robert H. Campbell, Fitchburg  
Leroy Clark, Fitchburg  
Thomas J. Conry, Jr., Fitchburg  
Helen Lepkowski, Gardner  
Eric D. Commodore, Gardner

James Coumoyer, Holden  
Kathleen Airoidi, Hubbardston  
Edward Simm, Petersham  
Joan P. Mollica, Princeton  
Mary C. Barclay, Royalston  
Dr. Kenneth I.H. Williams, Sterling  
James M. Gilbert, Templeton  
Gary Candelet, Westminster  
Burton E. Gould, Jr., Winchendon

Terri Hillman, Winchendon  
Secretary  
Norman J. LeBlanc  
District Treasurer

Respectfully submitted,

Steven C. Sharek  
Superintendent-Director  
Montachusett Regional Vocational Technical School  
Fitchburg, Massachusetts  
November 30, 2012

**Montachusett Regional Vocational Technical School**  
**1050 Westminster Street**  
**Fitchburg, MA 01420**  
**(978) 345-9200**  
[www.montytech.net](http://www.montytech.net)

## **WINCHENDON PARKS AND RECREATION ANNUAL REPORT**

The Winchendon Parks and Recreation consists of five adult members. We have an appropriation of \$3,400.00. The money that is appropriated is used for variety of events throughout the year which are family oriented and enrich the lives of the members of our community.

The events we sponsor include our Summer series which are held (approx.. 6 weeks) on Friday evenings at the town gazebo. The events range from individual musicians, bands to educational programs. Our concerts this past year were focused with our own locally grown Noel Vellieux, the Big Random and Neon Alley. The town of Winchendon is rich with talented bands and singers. We also had another favorite return for the 5<sup>th</sup> year and is one of our most popular summer events with the birds of Prey which is a hands on and up close raptor experience with Laura Schumacher who is a passionate Master Falconer. She never fails to impress! The Easter Egg Hunt is another big event which is held annually at the town's Militia Field and The Old Center common. The average attendance for this event is anywhere from 150-300 children. We close out the year with another annual event the Town Christmas Tree Lighting and with generosity of Andy Brooks who leaves the Fire Station with Santa and hay wagons filled with happy children to the Town Hall where hot chocolate and goodie bags are given out and we are then led by Noel Vellieux and the Murdock Middle/High School Chorus in caroling as we light the tree.

We are very appreciative to all the volunteers who give their time to the Winchendon Parks and Recreation events for without them organizing these events would not be possible.

We look forward to continuing to sponsor events that bring entertainment and enjoyment to our fellow citizens. It is our hope to have more people participate and attend these events.

Diana Ringer  
Noel Vellieux  
Laura Gaydos  
Joe Ladeau  
Brian Dickens

## **Department of Planning and Development**

### **2013 Report**

The Department of Planning and Development serves as the Town's chief planning, economic development and Grant Management office. The department provides staff support to the Zoning Board of Appeals, Planning Board, the Winchendon Redevelopment Authority, Council on Aging and the Toy Town Partnership; administers the Community Development Block Grant and other State, Federal and private grant programs; assists businesses with financial and regulatory issues; prepares and updates municipal planning documents; and administers assorted development activities. We work closely with the Montachusett Regional Planning Commission (MRPC) in areas of Community, Economic Development, Planning, GIS, environmental assessments, and traffic studies. Annual reports of the Zoning Board of Appeals, Planning Board, Toy Town Partnership and Redevelopment Authority appear separately.

The Department filled the two vacant positions of Planning Agent and the Administrative Assistance this year. Tracy Murphy who holds a Master Degree in Landscape Architecture was selected to fill the position of Planning Agent and has made a notable difference with her experience. Ashlyn White was chosen to fill the part time position of the Administrative assistant. She is currently studying for a degree in Psychology and is just hours shy of graduation. These additions bring the office a bit closer to being fully staffed.

The department administers the town's Community Development Block Grant (CDBG) activities. This program is a critical source of funding for municipal, community and economic development projects. Since 1985 the Town has sought, received and invested well over \$19 million in CDBG grants to correct housing code violations for approximately 351 local residents as well as to upgrade some of the Town's neediest road surfaces and the underground utilities. CDBG funds can be used to contract with non-profit agencies to provide "First Time Homebuyer's Seminars" to some of the Town's low-to-moderate income families and to develop "Affordable Housing" which is then sold to Low-to-Moderate income families. This creation of Affordable Housing also benefits the Town as it counts towards the Subsidized Housing Inventory.

The Town was last awarded \$900,000 as a result of the FY 13 CDBG/CDF application for the reconstruction of North Vine Street, a residential roadway running off of Highland Avenue. It will completely reconstruct the road bed, water, sewer and drainage lines, new paving and curbing. There is additional funding to rehab of five residential units.

The department has applied for a CDBG FY 14 grant of \$450,000 to completely reconstruct Walnut Street and to include underground utilities. In addition, the proposal

includes the Town's use of available Program Income to reconstruct sidewalks along Central Street. Upgrades to the Town's business district has an been on-going effort and continues to be one of the focal points of community development

The Department continues to assist the Toy Town Partnership with technical support for the Converse Garden Restoration Plan. While the department has secured over \$36,500 in the past, we continue to seek grants through agencies such as USDA-Rural Development to augment existing Robinson Broadhurst Grants in this venture.

Since the year 2000 the department has managed over \$12 million in grant funds for municipal purposes; prepared and proposed major zoning reforms; pursued new economic development in our downtown and industrial areas; and the expansion of new parks and recreation facilities to enhance our quality of living. We took part in the 140 corridor study as well as assisted in the traffic control redevelopment to provide safer travel. This record of accomplishment was only possible due to the faithful and professional work of our department staff and in particular the work of numerous town volunteers. We offer them our thanks and appreciation.

Respectfully submitted,

Gerald White, Director of Development  
Tracy Murphy, Planning Agent  
Jenelle Sroczynski, Financial Manager  
Ashlyn White, Administrative Assistant



## **Report of the Planning Board for 2013**

**MEMBERSHIP:** Fedor Berndt, Guy C. Corosiero, James McCrohan and John White served throughout the year, Gregory Vine joined us in October to fill vacancy left by Darlene Rossi. Mark Shea continued as our associate member and was called in to participate in one matter. At the annual reorganization Mr. White was reelected chair. Mr. Berndt was reelected vice chairman and Mr. James McCrohan was elected as board secretary. Planning Agent Tracy Murphy joined us in October replacing Ellen DeDoteau. Doneen Durling replaced Elizabeth DeCoteau in August serving as recording secretary.

**MEETINGS:** The board held 19 meetings during the year. Three meetings were omitted for lack of business or because of holidays. Most meetings were carried on cable TV. We appreciate this exposure as we want to keep our work in the open. The citizens of Winchendon are entitled to know what we are doing as their representatives. This is especially true as we have frequently had no live audiences.

**APPOINTMENTS:** Mr. Corbosiero continued on the Montachusett Regional Planning Commission. Mr. White continued on the town Capital Planning Committee. Mr. Berndt was appointed to the Montachusett Joint Transportation Committee. These are Board appointments.

**TRAINING:** Most of the board and staff members attended the spring training conference in Worcester which was conducted by the Citizen Planner Training Collaborative. The Board always urges members to take advantage of the various training opportunities available and all have at various times. The Board continued the American Planning Association at public expense so they could take advantage of the numerous benefits offered.

**APPROVAL NOT REQUIRED PLANS:** Four ANR plans were submitted and endorsed. This is a Decrease over recent years.

**SUBDIVISIONS:** No new subdivision plans were submitted during the year. We saw some building activity in two existing subdivisions Millers Run, Toy Town Heights, but two others are completely unbuilt. There are also some older subdivisions, some going back a decade or more, that are incomplete.

**SITE PLAN APPROVALS:** Site plan reviews constituted the largest part of the board's business during the year. The board reviewed site plans for the Winchendon School, Athol Savings Bank on Central St., and a Modification to the Site Plan of Gateway Convenience. We had Two Informal Site Plan Reviews for Don's Used Cars and Vilson Auto Sale's.

LOOKING AHEAD: The Planning Board tries to take a long range view. We feel the need to plan well into the future, not just short term. Neither is our purview limited to land use and zoning issues, though those occupy the largest portion of our time.

During 2014 we intend to work on our Winchendon Master Plan. Though its major land use provisions are still a good guide for development, other areas need updating. We need to encourage further commercial development to broaden our tax base and provide more jobs while enhancing existing cultural, economic and environmental resources. We are very interested in encouraging infill development in the village areas mixing commercial and residential uses to provide a more vibrant, walkable environment.

The board is very appreciative of the support and assistance of Ms. Tracy Murphy, Planning Agent; Gerald White, Director of Planning and Development, Doneen Durling, Recording Secretary; David Partridge P.E., from Tighe and Bond, engineering consultant for the board; Building Commissioner Paul Blanchard; the Conservation Commission and the other town boards and officials that have assisted in the work of the board.

Respectfully submitted,

Fedor W Berndt, Acting Chair

# THE WINCHENDON POLICE DEPARTMENT AND EMERGENCY DISPATCH CENTER ANNUAL REPORT

I, hereby, submit the Annual Report of the Winchendon Police Department for the year ending December 31, 2013:

## DETAILED CRIME REPORT 2012

Kidnapping/Abduction	2	Forcible Rape	5
Forcible Fondling	2	Robbery	4
Aggravated Assault	47	Simple Assault	141
Intimidation	64	Arson	5
Burglary/Breaking & Entering	20	Shoplifting	9
Theft from Building	97	Theft from Motor Vehicle	49
All Other Larceny	116	Motor Vehicle Theft	10
Counterfeiting/Forgery	6	False Pretenses/Swindle	12
Credit Card/Automatic Teller	7	Impersonation	9
Stolen Property Offences	6	Embezzlement	1
Destruction/Damage/Vandalism	125	Drug/Narcotics Violations	18
Statutory Rape	14	Pornography/Obscene Material	6
Weapon Law Violations	28	Bad Check	4
Disorderly Conduct	29	Driving Under the Influence	14
Drunkenness	44	Liquor Law violations	14
Runaway	2	Trespass of Real Property	17
All Other Offenses(Except Traff.)	229	Traffic, Town By-Law Misc. Off.	180

## ACCIDENTS FOR YEAR 2013

Fatal	4
Non-fatal injury-Incapacitating	5
Non-fatal injury-non-incapacitating	33
Non- fatal injury-possible	24
Pedestrian	4
Cyclist	2

## VEHICLE CITATIONS ISSUED FOR YEAR 2013

Civil Charges	190
Criminal Complaints	116
Arrests (Traffic)	31
Warnings	326
Fine Total	20,740.00

## GRANTS FOR THE YEAR 2013

E911 Training Grant	10,000.00
E911 Support/Incentive Grant	96,589.00
Robinson/Broadhurst Grant-Mobile Data Terminals	23,000.00

## FUNDS COLLECTED FOR YEAR 2013

License to Carry/FID Fee Town Share	7,425.00
Report Request Fees	1,565.00
Special Agency Administrative Fees	3,697.20

## EMERGENCY DISPATCH CENTER

Answered Calls for Service	13,363
Total E9-1-1 Calls Answered	1,645

The Police Department saw a lot of changes in 2013 and more are on the way in 2014. The building that once housed the Winchendon Court was purchased and will be retrofitted for a new police department.

This was a very long process as you all know, but truly worth the wait. The Police Department is once again dispatching and answering E911 calls for the Town of Royalston.

We continue to update our outdated equipment and stay active with our forty hours of mandated training per year. We have started the process of changing over the cruisers from the now defunct Ford Crown Victoria to the new Ford Police Interceptor SUV. This decision was forced upon us by Ford but it has worked out well considering the winter we had. The majority of the new equipment and all the new cruisers were covered by grant money procured by the Winchendon Police Department

Respectfully Submitted, Scott M. Livingston, Chief of Police

**DEPARTMENT OF PUBLIC WORKS  
ANNUAL REPORT  
JOHN M. DELINE, JR.  
PUBLIC WORKS DIRECTOR**

Wendy Stevens	Executive Assistant	
Randy Paul	Working Foreman, Highway Dept.	
David Zbikowski	Working Foreman, Highway Dept.	
George LaBarge	Working Foreman, Cemetery/Parks Dept.	
Stephen Neal	Chief Operator, Water Distribution System	
Richard Pezzolesi	Chief Operator, Wastewater Treatment Plant	
Albert Gallant	Chief Mechanic, Fleet Maintenance Dept.	
Leon Rice	Working Foreman, Transfer Station	
Paul Anderson	Michael Antonellis	Mark Frye
Maurice Leblanc	David Letendre	Patrick McCarthy
Mark Navaroli	Ryan Scoville	Leonard Tenney
Steven Valliere		

**HIGHWAY DEPARTMENT**

The Town's Highway Department maintains more than 100 miles of primary and secondary roadways. The majority of these roadways are paved while there are several miles of dirt/unpaved roadways. The equipment utilized for maintaining these roads is comprised of 13 pieces: one motor grader, two front-end loaders, two loader-backhoes, four truck/sander combinations, one heavy dump truck (a six-wheeler), two one-ton dump trucks, and two three-quarter ton pickup trucks.

The Highway Department has two working foreman, and five truck/equipment operators for plowing and sanding. In addition, the Cemetery Department foreman and operator, the Transfer Station foreman and operator, Fleet Maintenance personnel, and Wastewater Treatment Plant supplement plowing, sanding, and snow removal operations when needed.

During the course of the year, the Highway Department graded all public gravel roads several times, painted all crosswalks, repaired and installed new regulatory and street signs throughout town, swept streets and sidewalks, patched potholes, cleaned 922 catch basins and drop inlets, cut and chipped brush from several town roads, removed more than 40 large dead or dying hazard trees, and repaired or replaced culverts and storm drains throughout town. In addition, DPW personnel plowed and sanded all town-owned roadways and sidewalks, and removed snow from the downtown area as necessary. A

total of approximately 1,500 tons of salt and 4,250 tons of sand were utilized to treat roadways during the 2012/2013 winter season. Overall, the winter season of 2012/2013 was characterized by near average snow fall but with numerous, smaller storm events that resulted in frequent icing conditions on roadways that required treatment. There was not any significant or widespread tree and/or property damage with any of the winter storms as has occurred in past years.

Roadway rehabilitation projects included sections of Hale Street, Teel Road, and Town Farm Road. These roadways were selected based on the intensive maintenance that each required, both in labor and materials (cold patch, grading), due to their extremely poor condition. The existing asphalt surface on each of these roadways was completely reclaimed/pulverized to a depth of 1 foot, regraded/crowned, and then paved with a minimum compacted asphalt depth of 4 inches. Hale Street was reconstructed from Main Street to Laurel Street, a total of 2900 feet in length with an average width of 20 feet, Teel Road was reconstructed from the Old Centre Common to beyond Cummins Road, a total of 4100 feet with an average width of 19 feet, and Town Farm Road was reconstructed from Mellen Road to Mill Glen Road, a total of 7700 feet with an average width of 19 feet. In addition, the short roadways bordering the Old Centre Common were also reconstructed in the same manner. Prior to each road being reconstructed, DPW personnel completed drainage improvements that included replacing/rebuilding existing deteriorated culverts and catchbasins and installing new catchbasins/culverts/drainage swales where needed. In addition, trees/brush were trimmed back and hazard trees removed.

Winchendon DPW personnel undertook the reconstruction of sidewalks along the northerly side of Front Street, from the intersection of Pleasant Street westerly to the intersection of School and Front Streets and then continuing on Front Street to School Square. A new crosswalk was installed at the Front Street/School Street intersection as part of this project. This section of sidewalk (minus road/driveway crossings) is more than 1,800 feet in length. Reconstruction of these sidewalks involved the removal of existing asphalt sidewalks, excavation/removal of the underlying, unsuitable soils, placement of a compacted gravel base, and pouring/finishing of steel-reinforced concrete sidewalks five feet in width. All work was completed to maximize compliance with ADA (Americans with Disabilities Act) accessibility requirements, including the installation of detectable warning pads at each street crossing for visually impaired individuals.

The Winchendon DPW repaired/rebuilt a number of catchbasins and several culverts in the downtown/Central Street/Pleasant Street area during the summer months of 2013 in order to improve drainage/stormwater removal from these areas and reduce the flooding that has plagued this area, particularly on Central Street near the Post Office. This work appears to have been successful to date as the number of flooding incidents has been reduced and those that have occurred have been the result of heavy leaf litter clogging catchbasin during heavy rainstorms in the fall.

In 2013, the DPW continued the town-wide hazardous tree removal program that began in 2012 in which efforts were made to identify and remove trees along town roadways or on Town-owned land that posed a hazard to the public because they were dead, decaying, cracked/damaged, etc. Many of the trees were removed by DPW personnel with assistance by a private tree company only when absolutely necessary. In addition, small trees/brush were cut back on several roads in town to improve safety and visibility and reduce the possibility of roadways being blocked by branches/leaning trees during snow or ice storms. Roadways cut-back included Glenallen Street from Elmwood Road to the Fitzwilliam line, and sections of Alger Street, Central Street (northern end), Doyle Avenue, Forristall Road, Maple Street, and River Street.

DPW personnel also constructed new material bins at the DPW garage on Glenallen Street for asphalt patch, crushed stone, gravel, and sand. These bins will minimize the loss of materials that occurred when each were dumped directly on the ground for reuse and will pay for themselves in a short time period.

## **WATER DEPARTMENT**

During the first half of 2013 the Town of Winchendon transitioned back to a Water Department staffed by town employees. For several years, United Water NACO of Harrington Park, NJ was contracted by the Town of Winchendon to operate and maintain the town's water distribution and wastewater collection systems. When United Water's contract was set to expire early in 2013, the Town of Winchendon advertised an RFP (request for proposals) for a new contract to operate and maintain the town's water distribution and wastewater collection systems. Upon review of the submitted proposals, it was determined that the increased cost of the new contract would significantly exceed the costs associated with town directly employing the required personnel. Therefore, in the interest of operating the systems at the lowest costs to the water/wastewater ratepayers, it was decided that the town would hire the required employees to operate and maintain these systems. The required staff was hired May 2013.

The Water Department maintains Winchendon's 61 miles of water mains, water service connections, fire hydrants, two water storage tanks, and three water booster/pump stations. The Water Department has also nearly (99%) completed the water meter upgrade program that United Water had initiated. This work consisted of converting all water meters to a radio-read system. The new system has significantly improved efficiency in the reading of water meters and billing, and eliminated the need to physically go to each house/business/building to read each respective meter. All water meters are now read utilizing a laptop computer. Personnel drive throughout the area of the town served by the public water supply system and as they are doing this the laptop computer connects to the radio transmitter on each meter and downloads the readings. Collection of water meter readings now only take a fraction of the time (hours instead of weeks) it previously required manually and eliminates the need for a meter reader position. Upon collecting all the readings, the recorded data (water meter readings/usage)

is downloaded from the laptop computer to the Town's municipal accounting/billing software program. It is then analyzed and reviewed before being used to generate the bills for Winchendon's water/sewer customers.

Water Department personnel responded to a total of eleven water main breaks during 2013. This is a significant increase over the eight major water main breaks that occurred in 2012 and the five in 2011, which is directly related to the aging water mains that Winchendon and most other cities/towns are facing across the country. DPW employees assisted on each water main break to facilitate the repair and return water service as quickly as possible. Upon the repair of each break, impacted water mains were thoroughly flushed and returned to service. Roadways damaged and/or excavated during the repair of each water main break were patched and restored to the fullest extent possible by DPW employees. Water main breaks occurred at the following locations in 2013:

January 2, 2013	Sherbert Rd. (Ashburnham)-	12-inch trans. main
January 15, 2013	Lake Road (Ashburnham)	- 12-inch trans. main
January 21, 2013	279 Lincoln Ave. Ext.	- 4-inch fire line
January 29, 2013	North Central Street	- 6-inch main
March 16, 2013	Central Street (near RHI)	- 10-inch main
March 28, 2013	River Street	- 10-inch main
June 5, 2013	Baldwinville State Road	- 6-inch main
August 12, 2013	West Street	- 6-inch hydrant branch
November 6, 2013	Alger Street	- 6-inch main
November 12, 2013	Sunset Court	- 2-inch main
December 29, 2013	Spruce Street	- hydrant hit/broke off

Water Department personnel also responded to a number of water service line leaks/breaks (serving individual buildings/houses) over the course of 2013. In these situations, water was shut off at the street so that the respective property owner could have repairs completed by a contractor or plumber, depending upon the location of the leak.

Fire hydrants throughout the town were flushed and exercised as part of the Water Department's annual flushing program. Markers were installed on fire hydrants to facilitate locating them during the winter months in the event of a fire, for removing snow around them, and for avoiding them during snow plowing operations. Several broken/damaged hydrants were repaired or replaced. Broken/missing gate valve and curbstop boxes were also repaired or replaced as needed.

All cross connection control and backflow prevention devices in town were inspected and tested in accordance with Massachusetts Department of Environmental Protection Cross Connection Control regulations. Owners of failed devices were required to make repairs and return the equipment to operable service in a timely manner to ensure that the Town's water system was properly protected from contamination by back-siphonage.



### **Water Treatment Facilities**

The Ashburnham/Winchendon Joint Water Treatment Plant on Lake Road in Ashburnham treats water from Upper Naukeag Lake for distribution to the Towns of Winchendon and Ashburnham. Veolia Water North America of Houston, TX is contracted by Winchendon/Ashburnham to operate, maintain, and repair the water treatment plant and is required to do so in accordance with the Federal Safe Drinking Water Act and Massachusetts Drinking Water Regulations. The costs of operating and maintaining the treatment plant are divided between Winchendon and Ashburnham based on the quantity of water delivered to each town. During 2013, a total of 229,000,000 gallons of water was treated and pumped to Winchendon, for an average of 627,000 gallons per day (MGD). This is 6.8% less than the 245,800,000 gallons (670,000 gallons per day average) used in 2012. The Town's current registered withdrawal permit for Upper Naukeag Lake is 0.67 MGD (670,000 gallons per day).

### **Water Quality Testing**

The Water Department collects 10 drinking water samples each month at predetermined locations throughout the distribution system for microbiological testing. These samples are analyzed by a state-certified laboratory and the results reported to the Massachusetts Department of Environmental Protection (MA DEP). The Town also samples the drinking water for asbestos, disinfection-byproducts (DBPs), volatile organic compounds (VOC's), inorganic compounds (IOC's), nitrates, nitrites, radionuclides, and synthetic organic compounds (SOC's). The sampling schedule and locations are approved by MA DEP.

In accordance with the sampling plan approved by MA DEP, samples for lead and copper were collected/analyzed in 2013 (testing for lead/copper was not required by MA DEP in 2011 or 2012). Winchendon's testing requirements for lead and copper have been reduced by MA DEP from 20 samples once a year to 20 samples every (3) three years due to the fact that samples were below the 90<sup>th</sup> percentile for several consecutive monitoring periods. The drinking water is tested for lead and copper in order to evaluate the effectiveness of the corrosion control program employed at the Ashburnham/Winchendon Joint Water Authority Treatment Plant. The required round of lead and copper samples that was collected in the third quarter of 2013 included two (2) samples from public school buildings.

The results for all sampling completed met MA Drinking Water Regulations throughout 2013 (no violations occurred). Analytical results are posted at the Town Hall, 109 Front Street, Winchendon, MA 01475 and copies are also available from the DPW office at Town Hall.

### **SEWER DEPARTMENT**

As noted in the Water Department section of this report, in 2013 the Town of Winchendon transitioned back to a Water/Sewer Department staffed by town employees after several years of having a private contractor operate and maintain the town's water distribution and wastewater collection systems. The town's sewer collection system consists of all sewer interceptors and collection mains, manholes, and two lift/pump stations. The two sewer lift/pump stations, located on Spring Street and Spring Place, are inspected on a daily basis, including weekends and holidays. Sewer Department personnel are also responsible for clearing the occasional blockages that occur in sewer collection mains, typically utilizing a high-pressure water jet flushing machine. As preventative maintenance, sewer manholes and collection mains are also inspected, utilizing remote video equipment when necessary, and maintenance completed as needed, including cleaning of partially-blocked sewer lines before back-ups occur. More comprehensive rehabilitation work is completed on sewer collection mains and manholes when problems arise or are identified during preventative maintenance inspections.

Four significant backups of sewer mains occurred in 2013:

- January 20, 2013 Easement behind 231 River Street (grease/debris)
- February 28, 2013 Water Street at High Street (grease/paper)
- July 30, 2013 Spring Street at Hall Road (grease build up)
- December 14, 2013 Front Street at easement/crossing (grease/debris)

In addition, minor sewer backups occurred on Central Street (at North Street), Ipswich Drive, Monadnock Avenue, Washington Avenue, Water Street, and Western Avenue during the 2013.

All sewer backups were cleared by Sewer Department personnel by jetting/flushing/rodding the blockages. Typically, these blockages are the result of grease buildup in the sewer collection system. Those backups that resulted in a release of sewage to the environment are documented in detailed reports submitted to the Massachusetts Department of Environmental Protection and United States Environmental Protection Agency.

Sewer Department personnel inspected more than 6300 feet of sewer mains over the course of 2013 in order to identify issues and maintenance needs in the system. Sewer collection mains inspected by camera during 2013 included Front Street (1,781 feet), Mason Street (848 feet), School Street (1,862 feet), West Street (807 feet), and Willow/Hydepark Street (1007 feet).

During 2013, Sewer Department personnel identified several sump pumps in homes/businesses that were illegally connected to the sanitary sewer system. Owners were required to disconnect these sump pumps and find an alternate means of disposing of the discharge from the sump pumps. Discharges from sump pumps to the sewer system are not permitted as they generate additional flows that must be treated at the wastewater treatment plant. These additional flows impact the operation of the plant and

increasing electrical, chemical, and sludge disposal costs, resulting in higher sewer rates for all users. As these illegal connections are identified, owners will be required to remove these discharges from the sewer system and direct them to a more appropriate location.

### **CEMETERY & PARKS DEPARTMENT**

The Cemetery and Parks Department includes a Working Foreman and one Equipment Operator. These personnel are responsible for maintaining Riverside, New Boston, and Old Centre Cemeteries, along with Legion Park, VFW Park, GAR Park, Old Centre Common, and Norcross Square. In total, there is approximately 50 acres of cemeteries and parks that is maintained by the two employees of the Cemetery and Parks Department.

Depending upon the season of the year, employees mowed, trimmed and maintained all grounds, picked up trash and litter, installed monument foundations and Veterans' markers, planted flowers, trimmed hedges and trees, removed fallen leaves and wood debris, dug, back-filled and restored burial plots, filled in sunken grave sites, and reseeded winter burials along with damaged lawn areas. Workers also continue to improve and expand the new section of Riverside Cemetery, which is located behind the Glen Café on Glenallen Street.

In the spring of 2013, an intensive cleanup was completed at Riverside Cemetery which included the removal of old wreaths, flower pots, and other decorative pieces that had been in place for several years and exceeded their lifespan. In addition, overgrown and dead shrubs/bushes/trees were trimmed or removed as deemed necessary to protect existing monuments/headstones and improve the aesthetics of the cemetery.

In the fall of 2013, a number of small rhododendrons and mountain laurel bushes were planted in a section of the wooded area behind the Fireman's and Policeman's Memorial at Riverside Cemetery. This wooded area had been cleared/thinned of dead/dying trees in 2012 and the planting of these shrubs was part of the planned improvement/beautification of this area, which screens the main cemetery from the Glenallen Street. As these shrubs grow, they should provide a beautiful backdrop, particularly when flowering in the spring/early summer months.

### **WASTEWATER TREATMENT PLANT**

The Town of Winchendon's Wastewater Treatment Plant (WWTP), located on River Street, is operated by Town of Winchendon employees. The staff consists of one Chief Operator, one Senior Operator, and one Equipment Operator. The Equipment Operator position is shared with the Water/Sewer Department. An upgrade of the WWTP was completed in 2005, increasing the design flow rate from 0.5 million gallons per day (MGD) to 1.1 MGD. The upgraded plant, together with the replacement of the main sewer interceptor line from Lake Street to the WWTP on River Street, allowed the Town to gain the additional capacity necessary to allow new sewer connections for both business and residential customers and also improve the quality of the effluent discharged

to Millers River. For a number of years prior to the upgrade to the WWTP/sewer interceptor, no new sewer connections were permitted in accordance with a consent order issued by the US EPA/MA DEP.

The WWTP processes the Town's raw sewage and treats it to standards required by the Town's NPDES (National Pollutant Discharge Elimination System) permit issued by the U.S. Environmental Protection Agency and Massachusetts Department of Environmental Protection. A total of 151.53 million gallons of wastewater (an average of 415,000 gallons per day) of sewage was treated in 2013. This is a decrease of 6.5% from the 162 million gallons (445,000 gallons per day average) treated in 2013.

The sewage and wastes treated by the WWTP include both inorganic and organic solids. Inorganic solids do not break down or decompose in the system and are retained in the settled sludge or discharged in plant effluent. Inorganic solids retained in the system are collected in the various treatment units (primary and secondary clarifiers and aeration basins), then removed (pumped to a tanker truck) for offsite disposal. The organic wastes break down and decompose and settle in the primary and secondary clarifiers. The aeration basins provide an environment for the breakdown of organic solids by bacteria. The decomposed organic solids contained in the aeration basin effluent (mixed liquor) are removed as settled sludge in the secondary clarifiers and disposed of off-site along with the inorganic solids. However, a portion of the settled solids is returned to the aeration basin for maintaining the bacteria population.

In addition to the physical unit operations, two chemicals are utilized in the treatment process. Poly-aluminum chloride (PAC) is used to enhance the separation of liquid and solid phases in the secondary clarifiers and sodium hydroxide is utilized for pH and alkalinity adjustment. Finally, secondary settling basin effluent is disinfected through the use of ultraviolet light prior to its discharge to the Millers River.

### **FLEET MAINTENANCE**

The DPW's Fleet Maintenance Department consists of a Chief Mechanic and an Assistant Mechanic. The Fleet Maintenance Department services and repairs all town-owned light/heavy motor equipment and vehicles, including those operated by: DPW, Police, Fire, Ambulance, Council on Aging, C.A.C., School Department, Town Hall, and Civil Defense. Detailed service records are maintained by the Chief Mechanic for all equipment and vehicles. The Fleet Maintenance Department has a fully equipped repair area at the town's public works garage on Glenallen Street. The Fleet Maintenance Department is also responsible for maintaining the town garage, which houses all DPW equipment.

Respectfully submitted,

John M. Deline, Jr.  
Public Works Director  
Town of Winchendon

PLACE HOLDER FOR SOLID WASTE FACILITY REPORT  
1 OF 2

PLACE *HOLDER* FOR SOLID WASTE PAGES  
20F2

# **WINCHENDON PUBLIC SCHOOLS REPORT**

## **WINCHENDON SCHOOL COMMITTEE**

Michael Niles, Chair  
Andrea Suchocki, Vice Chair  
Michael Barbaro  
Chris McDonald  
Susan Burdsall

Term Expires 2014  
Term Expires 2015  
Term Expires 2014  
Term Expires 2016  
Term Expires 2016

## **DISTRICT ADMINISTRATION**

Salah E. Khelfaoui  
Jane Ripley  
Melissa Ann L. Dunnet  
Cecelia Wirzbicki  
Cynthia Landanno  
Ralph Olsen  
J. Leonard Mackey  
Kathryn Vanderhoof  
Nina Schlikin  
Josh Romano  
Jeanne Hackney  
Laura Weiderman  
Michelle Atter  
Jenna Whitaker  
Valorie Miller  
James Murphy  
Bill Clinton  
.

Superintendent  
A.Supt of Curriculum & Instr.  
School Business Administrator  
Asst. S. Business Administrator  
Director of Special Education  
MMHS Interim Principal  
MMS Principal  
TTE Principal  
Memorial School Principal  
Assistant H.S. Principal  
Assistant M.S. Principal  
TTE Assistant Principal  
Memorial Assistant Principal  
Athletic Director  
Dir. of Instructional Services  
Director of Facilities  
Director of Technology

## **Greetings from Winchendon Public Schools!**

Winchendon Public Schools continues to move forward with our academics, athletics, and fine arts. We have worked at upgrading our physical plants where possible. We continue to be challenged by the loss of various sources of revenue from the State and Federal levels.

With the continued support of the Robinson-Broadhurst Foundation and Murdock Trust we have focused on student access to technology. Interactive white boards, mobile computer carts, Kindles and iPads are becoming more commonplace in the district. As our technology resources grow the district's technology infrastructure remains an area of need as does the human resources and professional development to support technology.

The impact of district level instructional initiatives introduced over the last several years is showing positive results. We are seeing growth and increased scores for our subgroups on the MCAS tests. In addition to the State test, the district continues to see strong results on our universal screenings which track student progress at key points during the year. The district uses all assessment data to monitor individual student progress which informs instructional delivery.

Annually, the district offers professional development for all staff. Teachers participated in literacy and reading instruction workshops as well as graduate level courses. The

district provided technology trainings to familiarize staff with current technology. These trainings are ongoing. Workshops on data analysis and accessing the Data Warehouse are provided on an annual basis. Teachers also received training on the new Massachusetts Curriculum Frameworks for English/Language Arts and Literacy in History/Social Studies, Science and Technical Subjects and the new MA Curriculum Frameworks for Mathematics.

Teachers worked throughout the year to develop ELA and Math curriculum units aligned to the new MA Curriculum Frameworks which include the national Common Core Standards. This is a continuing process. To support staff with the curriculum work the district is using a web-based software program that is designed to follow the State's model of curriculum development.

The district encourages as many students as possible to engage in school sponsored sports programs. As a result of our generous support from both the Robinson-Broadhurst and Murdock Trust Foundations, we were able to maintain lower athletic user fees. This has enabled more student participants in a greater number of activities.

We continue to have a partnership with the area school districts of Narragansett, Ashburnham-Westminster, Winchendon and Gardner (NAWWG). Through this partnership we offer some of our professional development, including our annual multi-district Professional Development Day in November. The partnership provides the power of group purchasing in some areas to reduce costs to the district. Through this collaboration of districts we were able to secure a group bid for transportation with First Student Transportation Company.

Winchendon Public Schools is proud of the hard work and dedication of all staff. Through their efforts the district has had another successful school year. We appreciate the support of the community and town boards as we continue to provide the best educational opportunities for our students.

As always, should you have any questions or comments, please do not hesitate to contact me at 175 Grove Street (978-297-0031).

Salah E. Khelfaoui, Ph.D.  
Superintendent of Schools

## **POINTS OF INTEREST**

The Winchendon Public Schools Cafeteria Program is a self-supporting program funded annually by the Commonwealth of Massachusetts and the Federal Government. Monies to run this program are not part of the School budget. Our schools provide a "Breakfast Program" and a "Hot Lunch Program". The program fee for 2012-2013 for the secondary students was \$2.25 for lunch and \$1.25 for breakfast. The fee at the elementary level was \$2.25 for lunch and \$1.00 for breakfast. For those who qualify, there are free or reduced price lunches and breakfasts. The reduced lunch price for 2012-13 was \$.40 and breakfast was \$.30 at both the elementary and secondary levels.

The total enrollment as of October 1, 2012 was 1,447. Nineteen percent of the student population for 2012-13 was special needs students. During the 2012-13 school year approximately 1,033 students were transported to and from school.



Winchendon Public Schools participates in the “School Choice” program in Massachusetts. We had 34 students who are residents of other Massachusetts communities enrolled in our schools and 124 students from Winchendon attending schools in other communities.

Breakdown of Pupil Enrollment  
2012-13 School Year  
(As of October 1, 2012)

Pre-Kindergarten	76
Kindergarten	104
Grades 1-2	192
Grades 3-5	343
Grades 6-8	366
Grades 9-12	<u>366</u>
Total	1447

Winchendon had 127 students attending Monty Tech during FY’12-13. There were an additional 131 Winchendon students matriculating in nearby private and parochial schools and 23 other students being home schooled by parents.

## GENERAL INFORMATION

Pre-Kindergarten:	A.M. Session 9:00-11:15 P.M. Session 12:30-2:45
Memorial:	8:45 a.m.-3:05 p.m.
Toy Town:	8:35 a.m.-2:50 p.m.
Murdock Middle/High:	7:30 a.m.-2:05 p.m.

## SCHOOL BUDGET 2012-2013

Indirect Costs	\$2,952,247
Transportation	1,230,092
Crossing Guards	<u>10,773</u>
	16,974,610

## **Sealer of Weights & Measures**

### **2013 Annual Report**

To the Honorable Board of Selectmen, Town Administrator and citizens of Winchendon, as the Sealer of Weights & Measures, I submit the following activity report for the fiscal year beginning July 1, 2012 to June 30, 2013.

Scales                17 Inspected, 17 Sealed

Fuel Pumps        71 Inspected, 71 Sealed

Scanners           3 Verified

Fees collected     \$2,175.00

Also, I attended the two-day annual conference of the Massachusetts Weights & Measures Association held in Marlborough, Massachusetts in September. This conference included training and briefings on regulations and procedures.

Special thanks to the Town Hall staff for their assistance during the year.

Respectfully submitted:  
Steven E. Slocum  
Sealer of Weights & Measures

## 2013 Annual Report - ToyTown Partnership

The Toy Town Partnership met monthly throughout the year, focusing primarily on the topics listed below.

**North Central Pathway** Progress on the Pathway was impeded by administrative delays with the state and our engineering firm. On a positive note, plans to purchase a connecting parcel at Glenallen and Spring Streets made much progress. Construction of Phase V, the final section of the Pathway in Winchendon is now expected to begin in late 2014, with completion in 2015. This section will run southward from Glenallen St. roughly along the rail bed parallel with Spring Street and across Route 12 to connect with the Route 140 section near Old Gardner Road. We continue to seek volunteers for an independent Friends of the Pathway committee to help with ongoing upkeep of the Pathway, including the provision of doggie bags.

**Converse Gardens** Winchendon Boy Scout Dan Denette chose The Gardens as his Eagle Scout project. He and his crew established a 10 foot wide access path that provides convenient public access to the riverfront garden space. Scout leader Larry Knight coordinated a separate effort with his troop to spread chip material provided by the DPW. Thanks to the efforts of the Planning Department and the Winchendon Redevelopment Authority it appears that the town will soon own an adjacent parcel on River Street which will provide parking and easier access to visitors in the near future. We continue to seek help from other volunteers to help the garden take shape and grow.

**Toy Town Horse** More efforts were undertaken to improve the appearance of the Toy Town Horse via simple landscaping. Posts are up, a sidewalk/crosswalk has been established and grass is in place with help from the DPW. Volunteers have installed 20 shrubs along the sides. Granite benches have been donated and will be installed in the spring of 2014. The Partnership continues to raise money and accept funds for the ongoing support and maintenance of the horse.

**Kiosk** During 2013 the Partnership addressed the deteriorating condition of the Winchendon information kiosk at the corner of Pleasant and Central Street. Lee Cloutier solicited donations of material from Belletetes and Lee provided the labor for the improvements. Holders for flyers were remodeled and remounted to be ADA compliant. A new temporary map has been installed, with a more permanent one planned for summer 2014.

**Canoe Launch** Thanks to the efforts of Lee Cloutier a community canoe launch has been established at Bushey Bridge on River Street.

**Members** The following is a list of members provided by the Town Clerk: Cynthia Boucher, Lionel Cloutier, George Ladeau, Elaine Mroz and Peter Newton. Also participating in 2013 were Pam Elbrader and Margaret Paston. All interested members of the community are invited to participate.

## 2013 ANNUAL TOWN REPORT

### DEPARTMENT OF VETERANS' SERVICES



September 21, 2013 – our Winchendon Veterans were honored for their service during World War II. Thanks to the generous donation from the Robinson-Broadhurst Foundation, a monument was placed and the names of each soldier, sailor or airman were inscribed on the reverse side of the monument. Winchendon will never forget the twenty-six veterans whom made the ultimate sacrifice for their country – their names are honored annually during Memorial Day; along, with those who died during all wars. The Waltham Legion provided all music for this event; the Monty Tech Marine Corp Honor Guard posted the colors; speakers included Selectman Robert O’Keefe, Past Department Commander James Brehio, Representative Jonathan Zlotnik, Senator Stephen Brewer; with, the guest speaker the Secretary for the Department of Veterans’ Services, Coleman Nee. Over 400 townspeople attended the event. Mark Desmarais was the Master of Ceremonies. American Legion Post 193 of Winchendon legionnaires, son’s & auxiliary were all in attendance; along, with veterans organizations from across the state. A special thanks to all who were involved that may not have been mentioned; also, to the townspeople of Winchendon for making this event such a success!

Veterans’ Services continues to outreach to needy veterans to ensure that their basic needs are met during tough economic times. During the summer of 2013, this office peaked with 60 clients (an all-time high)! Current day returning veterans are struggling with PTSD symptoms and grappling with the psychological scars of war. This office provides temporary assistance until benefits are secured with the Veterans Administration. A special thanks to all townspeople and officials for their continued support for Veterans Services for our residents!

Scott J. Gauthier

Director/Agent

## **2013 Annual Report – 250<sup>th</sup> Anniversary Committee**

2013 was a very busy year for the committee as we are counting down the months until our anniversary year begins in January 2014. We have met at least monthly for the past year and the plans for our parade and fireworks have come together. Some committee members attended area celebrations to watch the parades and we have spoken to the planners of the celebrations individually and have invited them to our committee meetings so that we can take advantage of their experience and knowledge.

We sponsored the Harvest Festival in September 2013 and introduced the first of the memorabilia that we will offer for sale. We had a beautiful day and all who attended had a wonderful time. We sponsored “Winchendon Remembers” again in November and December and sold even more lights than we have in past years. The lighting was in conjunction with the annual tree lighting sponsored by Parks and Recreation.

We have a plan, in conjunction with the DPW, to replace the bricks in the sidewalk in front of the Town Hall with personalized bricks that we are selling for \$50.00. It is a great way to memorialize someone and to improve the appearance of our town. We are also selling anniversary banners with our logo and the name of the sponsor. They will be hung on the light poles on Central Street and as far along the parade route as possible.

We have set the date for our parade – June 21, 2014 at 4:00pm. Our yearlong celebration will begin in January with a bonfire, fireworks, a pig roast and a dance at the American Legion Post on School Street. We have a gala ball planned for the end of April 2014 which will take place at the Murdock Senior Center. There are many other activities planned for 2014 as we will continue our celebration for the entire year.

Our goal has always been to make our 250<sup>th</sup> celebration a true community event. We have and will continue to reach out to organizations and individuals in our community to ask them to work with us to make this anniversary a memorable one.

Winchendon’s 250<sup>th</sup> Anniversary Committee

## **Winchendon Redevelopment Authority**

### **Annual Report 2013**

The Winchendon Redevelopment Authority (WRA) was established in 2004 with a five member board, four appointed by the Town Manager and one appointed by the State. Meetings are currently held monthly on the second Thursday at 3:30 p.m. in the Town Hall second floor auditorium. The Authority invites all residents to attend these meetings and to voice their opinion on projects either current or proposed for the future.

Currently the board has all five positions seated and it is comprised of: Chairman David Connor, Vice Chair Sheila Donofrio, Beth Hunt/State Appointee, Dennis Casavant and Ken LaBrack, Clerk. As in past years, they become progressively more active in community and economic development. So to repeat that this being their busiest year, these five dedicated board members have taken on and excelled in the planning and actual development of our community is still accurate of this team.

The Board has been very successful in taking parcels of land that have been inactive for years and producing no tax revenue and bidding them out and making them active again. To date, the WRA has put 3 properties out to bid and returned them to revenue producing status in residential terms to include one affordable home. This home was renovated with the assistance of Community Development Block Grant funds prior to being sold in accordance with Department of Housing and Community Development guidelines.

The Authority often communicates with potential new commercial/industrial clients attempting to sell the Town of Winchendon as their new home. The Town brochure completed by the Authority has become a successful tool for economic development for these negotiations. The brochure describes rural life at its best and promotes our business friendly atmosphere. It has been distributed to local realtors and businesses in order to broaden the scope of exposure to potential business owners.

The WRA has had a productive year for 2013 in terms of development with the emphasis on community development. A donation of two parcels were presented to the Authority by the Ehnstrom family. The property is located at the intersection of School and Front Street where "Clyde" is located. This property has been developed into a park with plantings and benches with the combined assistance of the Ehnstrom family, the Winchendon Garden Club, a private donation of funds and the Authority. The Authority has also made an offer to purchase a small parcel of property located at 36 River Street. This parcel once purchased will serve as a parking lot to the historical Converse Gardens and a vital link to the recreational concept, the "Winchendon Loop". This loop of Authority owned properties will serve as a walking link that starts at the Gardens and flows to the bike path and eventually to the Webster Street parcel. This will offer the residents a walkable path that will offer historical, cultural, recreational and exercising opportunities.

The Authority currently holds \$696,132.00 in total assets. These assets are all in the form cash on hand and property to be developed either residentially, commercially, industrially or recreationally.

The Winchendon Redevelopment Authority remains solidly committed to the Town of Winchendon and the successful development of its commercial, industrial, residential and recreational uses. They are constantly evaluating new ideas and putting plans together to boost Winchendon's community development.