

# ANNUAL REPORT 2015



OF THE

✦ OFFICIALS

✦ BOARDS

✦ COMMITTEES

✦ COMMISSIONS







*"REMEMBRANCE IS A GOLDEN CHAIN  
DEATH TRIES TO BREAK,  
BUT ALL IN VAIN.*

*TO HAVE, TO LOVE, AND THEN TO PART  
IS THE GREATEST SORROW OF ONE'S HEART.  
THE YEARS MAY WIPE OUT MANY THINGS  
BUT SOME THEY WIPE OUT NEVER.  
LIKE MEMORIES OF THOSE HAPPY TIMES  
WHEN WE WERE ALL TOGETHER."*

*-Anonymous*

*Barbara Ammendolia*

*Robert Hotaling*



# GENERAL INFORMATION

Website: [www.townsend.ma.us](http://www.townsend.ma.us)

Townsend is situated in Middlesex County

Incorporated in 1732

Town Seal:



Town Flag:



Land Area 32.83 Square Miles  
6,818 Acres of State-Owned Land  
315 feet above Sea Level

## Fiscal Year 2015

Tax Rate	\$19.11
Real Estate	\$709,085,375
Personal Property	\$23,401,360

## Population

2015	8,611
1990	8,340
1920	1,575
1765	598

## Schools

North Middlesex Regional School District  
North Middlesex Regional High School  
Hawthorne Brook Middle School  
Spaulding Memorial School  
Squannacook Early Childhood Center  
Nashoba Valley Technical High School

## Fiscal Year 2000

Tax Rate	\$17.26
Real Estate	\$453,209,925
Personal Property	\$9,379,000

## Registered Voters

2015	6,172
2001	5,478
1995	4,309
1990	4,475

(Pre-K to 12 - Townsend, Pepperell and Ashby)  
Grades 9-12 (includes all 3 towns)  
Grades 5-8 (includes Ashby)  
Grades K-4  
Preschool  
Grades 9-12 (Westford, Massachusetts)

## Emergency calls Police, Fire and Ambulance 911

General Calls Police	978-597-6214
Fire Burning Permits	978-597-8150



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**Town of Townsend  
APPOINTED OFFICIALS**

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM EXPIRED</b>
<b>ABRAM S. FRENCH FUND COMMITTEE</b>		
MEMBER	PAUL SWEET	2016
MEMBER	CHERYL SIMONEAU	2016
MEMBER	RENEE FOSSEY	2016
<b>AGRICULTURE COMMISSION</b>		
MEMBER	KEITH HUTCHINS	2016
MEMBER	CHARLES ROSSBACH	2016
<b>BOARD OF REGISTRARS</b>		
MEMBER	CLAIRE DEVINE	2016
MEMBER	MARY JANE O'HARA	2017
MEMBER EX-OFFICIO	KATHLEEN SPOFFORD	2017
MEMBER	CATHERINE THRASHER	2018
<b>BOARD OF SELECTMEN</b>		
CHIEF PROCUREMENT OFFICER	JAMES M. KREIDLER	2016
TOWN ADMINISTRATOR	JAMES M. KREIDLER	2016
<b>BUILDING DEPARTMENT</b>		
ELECTRICAL INSPECTOR	WILLIAM F. CHOATE	2016
SEALER OF WEIGHTS AND MEASURES	ERIC AALTONEN	2016
ALTERNATE BUILDING INSPECTOR	BENTLEY HERGET	2016
ADA COORDINATOR	RICHARD HANKS	2016
ALTERNATE ELECTRICAL INSPECTOR	DANIEL CUSHION	2016
ALTERNATE BUILDING INSPECTOR	PETER NIALL	2016
ALTERNATE GAS/PLUMBING INSPECTOR	GARY WILLIAMS	2016
BUILDING COMMISSIONER	RICHARD HANKS	2018
PLUMBING & GAS INSPECTOR	RICHARD KAPENAS	2016
<b>BURIAL AGENT</b>		
BURIAL AGENT	KATHLEEN SPOFFORD	2017
<b>CAPITAL PLANNING COMMITTEE</b>		
MEMBER	BRETT GIBSON	2018
FINANCE COMMITTEE MEMBER	DONALD KLEIN	2016
MEMBER	LINDSAY MORAND	2017
<b>CHARTER REVIEW COMMITTEE</b>		
MEMBER	ANDREA WOOD	2016

OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM EXPIRED
MEMBER	NANCY RAPOZA	2016
MEMBER	CINDY KING	2016
MEMBER	SUSAN A. FUNAIOLE	2016
MEMBER	MICHAEL GRIMLEY	2016

#### COMMUNICATION DEPARTMENT

PT/TELECOMMUNICATOR	AMY WOLFGANG	2016
PT/TELECOMMUNICATOR	CATHERINE WHITNEY	2016
TELECOMMUNICATOR	JEAN NICHOLS	2016
TELECOMMUNICATOR	MICHAEL GRIMLEY	2016
TELECOMMUNICATOR	JESSICA FELLOWS	2016
PT/TELECOMMUNICATOR	JEFFREY CORMIER	2016
TELECOMMUNICATOR	NIM COLLINS	2016
TELECOMMUNICATOR	REBECCA BORNEMAN	2016
TELECOMMUNICATOR	DIANE M. BABINEAU	2016

#### CONSERVATION COMMISSION

VICE-CHAIR	VERCONICA KELL	2017
CHAIRMAN	JAMES DERIOAN	2016
MEMBER	JOHN HUSSEY	2016
MEMBER	JENNIFER PETIT	2017
MEMBER	MICHAEL TURGEON	2016
MEMBER	CHRISTINE M. VITALE	2017
CLERK	HEATHER M HAMPSON	2018

#### CONSTABLE

CONSTABLE	MICHELLE DOLD	2016
CONSTABLE	LAWRENCE HARTNETT	2017
CONSTABLE	WILLIAM MARTIN	2018
APPOINTED	NEIL MCGORTY	2019
CONSTABLE	ROBERT NICKERSON	2016
CONSTABLE	JOHN WHITEMORE	2017
CONSTABLE	MICHAEL KEEFE	2016

#### COUNCIL ON AGING

MEMBER	JANET WESSON-SNAPP	2017
MEMBER	SANDRA STEVENS	2016
CHAIR	ED SNAPP	2017
MEMBER	CHERYL SIMONEAU	2018
MEMBER	CHARLOTTE MURPHY	2016

OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM EXPIRED
MEMBER	MARCIA MACMASTER	2016
MEMBER	JANE JACKSON	2017
MEMBER	JERRILYN BOZICAS	2018
MEMBER	VALERIE ADAMS	2017

#### **CROSSING GUARD**

CROSSING GUARD	PATRICIA O'REILLY	2016
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#### **ELECTION WORKERS**

WARDEN	CAROL WRIGHT	2016
INSPECTOR	MARY SZURLY	2016
WARDEN	BETTY MAE TENNEY	2016
DEPUTY CLERK	LOUISE THORPE	2016
INSPECTOR	SANDRA TUTTLE	2016
INSPECTOR	JANET VESPER	2016
INSPECTOR	JANET WESSON-SNAPP	2016
DEPUTY WARDEN	PAULA WOODMAN	2016
BALLOT BOX CLERK/INSPECTOR	JOHN STONEFIELD	2016
DEPUTY WARDEN	STEPHEN BALDWIN	2016
INSPECTOR	BARBARA WHEELER	2016
DEPUTY CLERK	MARCIA MACMASTER	2016
INSPECTOR	JESSICA FUNAIOLE	2016
INSPECTOR	SUSAN GERKEN	2016
INSPECTOR	IRENE JOHNSON	2016
INSPECTOR	CLARE KAUPPI	2016
BALLOT BOX CLERK	BRIAN COLBY	2016
INSPECTOR	DARLENE COIT	2016
INSPECTOR	KAREN CLEMENT	2016
WARDEN	JANE STONEFIELD	2016
INSPECTOR	ANNE FORSEMAN	2016
INSPECTOR	SHARON LACASSE	2016
INSPECTOR	EINO KAUPPI	2016
INSPECTOR	CAROL MANSFIELD-BUXTON	2016
INSPECTOR	ELAINE MARTIN	2016
INSPECTOR	LINDSAY MORAND	2016
INSPECTOR	HEIDI MUNROE	2016
DEPUTY CLERK	AVIS ROY	2016
BALLOT BOX CLERK	CHERYL SIMONEAU	2016
INSPECTOR	DEBRA STOLL	2016



OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM EXPIRED
INSPECTOR	JERRILYN BOZICAS	2016
DEPUTY CLERKS	HELEN KEZAR	2016
<b>ENERGY COMMITTEE</b>		
MEMBER	EDWARD HERMANN	2017
CHAIRMAN	MICHAEL BROWN	2018
MEMBER	BRENT CARNEY	2018
<b>FINANCE COMMITTEE</b>		
MEMBER	NANCY RAPOZA	2017
CLERK	ANDREA WOOD	2016
MEMBER	MARY LETOURNEAU	2018
MEMBER	SAM GRANT	2018
CHAIRMAN	DONALD KLEIN	2016
VICE-CHAIR	GINI LEE KING	2017
<b>FIRE/EMS</b>		
EMT I	STEPHEN GAY	2016
FIREFIGHTER	DUANE CREIGHTON	2016
FIREFIGHTER	RYAN CRONIN	2016
MEDIC	THOMAS DARDAS	2016
MEDIC	FRANCESCO DEMAIO	2016
MEDIC	ALBERT DESCHLER	2016
DEPUTY CHIEF	JOHN ELLIOTT	2016
CAPTAIN	WILLIAM ELLIOTT	2016
PHOTOGRAPHER	ERIC FELLOWS	2016
FF/EMT	GREG GALEOTA	2016
FIREFIGHTER	AUSTIN COTE	2016
FIREFIGHTER	RANDY S. GIRARD	2016
LIEUTENANT/FF/MEDIC	WANDA GOODWIN	2016
CAPTAIN/FF/EMT	MICHAEL GRIMLEY	2016
EMT	ROBERT GUINARD	2016
MEDIC	BRIAN HARKING	2016
MEDIC	ROBERT HAYES	2016
FIREFIGHTER	DAVID HOFFMAN	2016
EMT	MARIA IMPERIALI	2016
FIREFIGHTER	BRETT KING	2016
EMT	JESSICA FELLOWS	2016
RIGHT TO KNOW COORDINATOR	MARK BOYNTON	2017
FF/EMT-I	JONATHAN KINNEY	2016

OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM EXPIRED
FIREFIGHTER	CODY COLLINS	2016
CHAPLAIN	SHAYNA APPEL	2016
FIREFIGHTER	JEFFREY BEAL	2016
FIREFIGHTER	KATHLEEN BEAL	2016
MEDIC	JACQUELINE BECKER	2016
PARAMEDIC	JASON BELANGER	2016
FIREFIGHTER	BRIAN BORNEMAN	2016
MEDIC	CHRISTOPHER COTTER	2016
HAZARDOUS WASTE COORDINATOR	MARK BOYNTON	2017
EMT	AMY COTTER	2016
MEDIC	SHAWN CARLIN	2016
LIEUTENANT?FF	RICHARD CARLSON	2016
EMT	SASHA CARRUCINI	2016
FF/MEDIC	NICOLE CARTER	2016
MEDIC	ANTHONY CARUSO	2016
FF/MEDIC	BRIAN COHEN	2016
FF/EMT-B	JEFFREY CORMIER	2016
FIREFIGHTER	MATTHEW CORMIER	2016
EMT	TABATA COSTANZO	2016
FIRE CHIEF	MARK BOYNTON	2017
FIREFIGHTER	DAVID STEVENS	2016
FF/MEDIC	ANDREW PERRY	2016
MEDIC	JOSEPH REGER	2016
MEDIC	JEFFREY RUPPLE	2016
MEDIC	MARTIN SCOTT	2016
FIREFIGHTER	ANDREW SHEPHERD	2016
DEPUTY CHIEF	GARY SHEPHERD	2016
FF/MEDIC	BENJAMIN SIMMONS	2016
FF/EMT	KEVIN PENA	2016
MEDIC	JEREMY STEBBINS	2016
FIREFIGHTER	MICHAEL VIROTSKO	2016
PARAMEDIC	WILLIAM STONE	2016
MEDIC	WILLIAM THORPE	2016
FF/MEDIC	KURTIS TRIEHY	2016
FF/MEDIC	JOHN TUOMI	2016
FIREFIGHTER	ANDREW VIROTSKO	2016
FIREFIGHTER	MICHAEL WHITTIER	2016
MEDIC/EMS CAPTAIN	MILES CHILDS	2016

OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM EXPIRED
LIEUTENANT/FF/EMT	KRIS KLEIN	2016
FIREFIGHTER	MICHAEL SODANO	2016
MEDIC	JOSHUA MCCRILLIS	2016
MEDIC	JAMES A. PELLETIER	2016
FF/PARAMEDIC	JAY LUCIER	2016
FF/PARAMEDIC	ERIC MANNION	2016
FIREFIGHTER	COREY LOPEZ	2016
FIREFIGHTER	MICHAEL MARCHAND	2016
FF/EMT	DAVID MAZZA	2016
LIEUTENANT/FF	BRIAN METIVIER	2016
LIEUTENANT/FF	ERIC MODICA	2016
FIREFIGHTER	STEVE MONGELLI	2016
FIREFIGHTER	NICHOLAS NEWELL	2016
CHAPLAIN	KEVIN PATTERSON	2016
FULL TIME FF/EMT	BENJAMIN NIEMIERA	2016
FIREFIGHTER	COLTON PELADEAU	2016
FF/EMT	LEON NIEMIERA	2016
FIREFIGHTER	JAMES NORMINGTON	2016
MEDIC	EVERETT OLSON	2016
PARAMEDIC	JENNIFER PARKS	2016
EMT	JEAN NICHOLS	2016
LIEUTENANT/FF	BRIAN MAYER	2016

#### HIGHWAY DEPARTMENT

TREE WARDEN	DONALD MASSUCCO	2016
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#### HISTORIC DISTRICT COMMISSION

ALTERNATE MEMBER	MICHELLE BUSLER	2016
MEMBER	TERRANCE MCNABB	2016
MEMBER	BETTE MCNABB	2016
MEMBER	EINO KAUPPI	2018
MEMBER	CLARE KAUPPI	2016
MEMBER	SUSAN GERKEN	2018
ALTERNATE MEMBER	NILES BUSLER	2016
MEMBER	ALISA STRUTHERS	2017
MEMBER	KENNETH DIRANIAN	2016

#### JAMES H. TUCKER FUND

MEMBER	KENNETH GERKEN	2016
MEMBER	MICHAEL MARCHAND	2016

OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM EXPIRED
MEMBER	PAMELA HAMAN	2016

#### LICENSING AUTHORITY

LICENSING AGENT	JOHN JOHNSON	2016
LICENSING AGENT	MARK GIANCOTTI	2016
LICENSING AGENT	RANDY S. GIRARD	2016
LICENSING AGENT	KIMBERLY MATTSON	2016

#### MATRON

MATRON	JEAN NICHOLS	2016
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#### MEETING HALL GALLERY COMMITTEE

MEMBER	SUSAN BATES	2018
MEMBER	JOAN BLANCHARD	2016

#### PLANNING BOARD

MEMBER	KATHLEEN ARAUJO	2016
MEMBER	LAURA SHIFRIN	2016

#### POLICE DEPARTMENT

POLICE OFFICER	THADDEUS ROCHETTE	2016
ANIMAL CONTROL OFFICER	MARY LETOURNEAU	2016
POLICE OFFICER	JAMES P MARCHAND	2016
SERGEANT	KIMBERLY MATTSON	2016
VOLUNTEER OFFICER	WILLIAM MAY	2016
POLICE OFFICER	JAMES LANDI	2016
POLICE OFFICER	GEORGE REIDY	2016
POLICE OFFICER	MARK A FRANCIS	2016
POLICE OFFICER	DAVID PHILLIPS	2016
SERGEANT	JOHN JOHNSON	2016
SERGEANT	RANDY S. GIRARD	2016
POLICE OFFICER	JEFFREY J GILES	2016
LIEUTENANT	MARK GIANCOTTI	2016
POLICE OFFICER	BRENT DAVIS	2016
VOLUNTEER OFFICER	ROBERT CAMELIO	2016
RESERVE OFFICER	TONY BRENNAN	2016
RESERVE OFFICER	CHRISTOPHER VANVOORHIS	2016
VOLUNTEER OFFICER	CHARLES GIANTUCCO	2016
POLICE CHIEF	ROCK BARRIEAU	2016

#### SPECIAL POLICE OFFICERS

OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM EXPIRED
CHIEF	JAMES P. MARINO	2016
SERGEANT	WILLIAM GREATHEAD	2016
POLICE OFFICER	GREGORY GUSHLAW	2016
POLICE OFFICER	LESLIE HAMPTON	2016
POLICE OFFICER	BRUCE HASKINS	2016
SERGEANT	JACK A HEBERT	2016
POLICE OFFICER	KEVIN T. HENEHAN	2016
SERGEANT	ARMANDO M. HERRERA	2016
RESERVE OFFICER	LACOB LACHANCE	2016
OFFICER	CRAIG LAPRADE	2016
POLICE OFFICER	PETER LEKADITIS	2016
SERGEANT	ALAN LESSIEUR	2016
RESERVE OFFICER	DONALD LETARTE	2016
RESERVE POLICE OFFICER	PAUL NELSON	2016
POLICE OFFICER	MICHAEL A. LYNN	2016
SERGEANT	THOMAS L. GAMMEL	2016
POLICE OFFICER	THOMAS MASKALENKO	2016
CHIEF	J. GREGORY MASSAK	2016
POLICE OFFICER	JOSHUA MATHIEU	2016
POLICE OFFICER	STEPHEN MCANDREW	2016
POLICE OFFICER	SHAWN MCCLUSKEY	2016
POLICE OFFICER	BRADLEY MCNAMARA	2016
POLICE OFFICER	RACHAEL E. MEAD	2016
RESERVE OFFICER	LISA MELNICKI	2016
RESERVE OFFICER	JOHN MONICHIELLO	2016
RESERVE OFFICER	ANTHONY C MONTESION	2016
POLICE OFFICER	EVERETT MOODY, JR.	2016
POLICE OFFICER	JOHN MORREALE, JR.	2016
LIEUTENANT	MICHAEL LUTH	2016
SERGEANT	PAUL R. CONNELL	2016
RESERVE OFFICER	STANLEY BARNEY	2016
POLICE OFFICER	NICHOLAS C. BELTZ	2016
RESERVE POLICE OFFICER	STEVEN BEZANSON	2016
RESERVE OFFICER	ZACHERY BILOTTA	2016
LIEUTENANT	TODD BLAIN	2016
POLICE OFFICER	ROBERT L. BREAUULT	2016
POLICE OFFICER	PETER BRESLIN	2016
POLICE OFFICER	JONATHAN BROCK	2016

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM EXPIRED</b>
POLICE OFFICER	BRANDON BRUIN	2016
POLICE OFFICER	STEVEN BURKE	2016
POLICE OFFICER	EDWARD BUSHNOE	2016
RESERVE OFFICER	BENJAMIN CAMPBELL	2016
POLICE OFFICER	GORDON CADOW	2016
SERGEANT	JASON M. GOODWIN	2016
LIEUTENANT	JAMES A CULLEN	2016
RESERVE OFFICER	KATHLEEN NEWELL	2016
SARGEANT	THOMAS L. GAMMEL	2016
POLICE OFFICER	JEREMIAH FRIEND	2016
RESERVE OFFICER	BETHANY EVANS-BONCZAR	2016
POLICE OFFICER	JOHN R. DILLON	2016
POLICE OFFICER	JARED CARRUBBA	2016
RESERVE OFFICER	ROBERT DACOSTA	2016
POLICE OFFICER	GLENN J. CASEY	2016
SERGEANT	ALFREDA CROMWELL	2016
POLICE OFFICER	RYAN COYLE	2016
POLICE OFFICER	TIMOTHY COOPER	2016
POLICE OFFICER	OMAR A. CONNOR	2016
SERGEANT	SEAN J. CONNERY	2016
SERGEANT	DERRICK J. GEMOS	2016
POLICE OFFICER	ROBERT DICONZA	2016
POLICE OFFICER	SEAN ZRATE	2016
POLICE OFFICER	STEPHEN MULKERIN	2016
CHIEF	FRED ALDEN	2016
DETECTIVE	CORY E. WAITE	2016
SERGEANT	PETER VIOLETTE	2016
POLICE OFFICER	FABRIZIO VESTRI	2016
POLICE OFFICER	JOSHUA TOCCI	2016
POLICE OFFICER	PATRICK TIMMINS	2016
SERGEANT/DETECTIVE	JEFFREY THIBEODEAU	2016
POLICE OFFICER	JASON STRNISTE	2016
POLICE OFFICER	GREGORY W. STEWARD	2016
POLICE OFFICER	BURKE STEVEN	2016
RESERVE OFFICER	CHAD STATELER	2016
RESERVE OFFICER	QUINN SMITH	2016
POLICE OFFICER	DEREK PEPPE	2016
SERGEANT	EDWARD P SHERIDAN	2016

OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM EXPIRED
CHIEF	DONALD J PALMA	2016
SERGEANT	NICK PARKER	2016
POLICE OFFICER	DEVEN O'BRIEN	2016
POLICE OFFICER	IRMIN L. PIERCE, III	2016
RESERVE POLICE OFFICER	DAVID QUERZE	2016
POLICE OFFICER	DALE P ROSE	2016
RESERVE POLICE OFFICER	JULIENNE SALAS	2016
POLICE OFFICER	ERIK SALO	2016
SERGEANT	SAMUEL SANTIAGO	2016
RESERVE POLICE OFFICER	VICTOR SAWYER	2016
RESERVE OFFICER	MICHAEL RATTE	2016
CHIEF	DAVID J SCOTT	2016

#### TEMA

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MEMBER	RICHARD HANKS	2018
DIRECTOR	SHIRLEY COIT	2018
NORTH MIDDLESEX AREA EMERGENCY PLANNING COMMITTEE	SHIRLEY COIT	2016
MEMBER	TABATA COSTANZO	2016
MEMBER	MICHELLE DOLD	2018
MEMBER	PAULA HYDE	2018
DEPUTY DIRECTOR	MICHAEL GRIMLEY	2018
MEMBER	KAREN CHAPMAN	2018
MEMBER	DONNA FENTON	2018
MEMBER	EINO KAUPPI	2018
MEMBER	FRANCES LEVI	2016
MEMBER	CHAD ADAMS	2018
MEMBER	SANDY MASSALSKI	2018
MEMBER	JANET JOHNSON	2016
MEMBER	ED SNAPP	2018
MEMBER	CARLA WALTER	2018
DEPUTY DIRECTOR	THOMAS WHITTIER	2018
MEMBER	GARY BUSLER	2018
MEMBER	DAVID MAZZA	2018

#### TOWNSEND CULTURAL COUNCIL

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MEMBER	KAREN CLEMENT	2016
MEMBER	KATIE BARRETT	2018
MEMBER	LYNN LEBLANC	2017
MEMBER	JANE JACKSON	2017

OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM EXPIRED
CHAIRMAN	LINDA DURETTE	2017

#### WEST TOWNSEND READING ROOM

MEMBER	JOHN F. HUGHES	2016
MEMBER	LOIS REARICK	2016
MEMBER	SHARON ARAUJO	2016

#### ZONING BOARD OF APPEALS

CHAIRMAN	WILLIAM CADOGAN	2016
CLERK	KELLY CHAMBERS	2017
MEMBER	ANTHONY GENOVA	2018
ASSOCIATE MEMBER	JOHN GUINTA	2016
MEMBER	CRAIG STEVENS	2017
MEMBER	DARLENE SODANO	2020



# Town of Townsend

## ELECTED OFFICIALS

<b>AMANDA DWIGHT ENTERTAINMENT COMMITTEE</b>	<b>Term End</b>
KAREN CLEMENT	4/25/2016
SUSAN GERKEN	4/30/2018
DEBORAHANNE MAYER	4/24/2017

<b>BOARD OF ASSESSORS</b>	<b>Term End</b>
NILES BUSLER	4/24/2017
CAROL MARCIN	4/30/2018
LAURA SHIFRIN	4/25/2016

<b>BOARD OF HEALTH</b>	<b>Term End</b>
MICHELLE DOLD	4/25/2016
JAMES LE'CUYER	4/24/2017
NANCY RAPOZA	4/30/2018

<b>BOARD OF SELECTMEN</b>	<b>Term End</b>
GORDON N CLARK	4/30/2018
CINDY KING	4/25/2016
CAROLYN SMART	4/24/2017

<b>CEMETERY &amp; PARKS</b>	<b>Term End</b>
JOHN B. BARRETT	5/1/2018
ALBERT "TUBBY" BOUCHER	4/24/2017
RAYMOND SR. BOYES	4/25/2016

<b>DEMOCRATIC TOWN COMMITTEE</b>	<b>Term End</b>
JOHN B. BARRETT	3/1/2016
DAVID FUNAIOLE	3/1/2016
COLIN MCNABB	3/1/2016
GENE RAUHALA	3/1/2016
LESLIE K. RAUHALA	3/1/2016
ADAM SNODGRASS	3/1/2016
CATHERINE THRASHER	3/1/2016
MARY EILEEN VIOLETTE	3/1/2016
MICHAEL J VIOLETTE	3/1/2016

**LIBRARY**

ALISON BIRD	<b>Term End</b> 4/25/2016
CHERYL CLOUTIER	4/24/2017
KIMBERLY KING	4/30/2018
PATRICIA THOMAS-JEANIG	4/25/2016
KAREN WAXMAN	4/30/2018

**MODERATOR**

JOHN B. BARRETT	<b>Term End</b> 4/1/2018
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**NMRSD SCHOOL COMMITTEE**

WILLIAM HACKLER	<b>Term End</b> 4/24/2017
MICHAEL MORGAN	4/24/2017
SUE ROBBINS	4/25/2016
RANDEE RUSCH	4/24/2017
ROBERT TEMPLETON	4/30/2018

**PLANNING BOARD**

CHRIS JONES	<b>Term End</b> 4/25/2016
LANCE MCNALLY	4/24/2017
CHRIS NOCELLA	4/29/2019
PERRY TOMASETTI	4/30/2018

**RECREATION**

RICHARD CORSINI	<b>Term End</b> 4/30/2018
ALICE KENNEDY	4/30/2018
LYNN LEBLANC	4/24/2017
KRISTINA MCHUGH	4/30/2018

**REPUBLICAN TOWN COMMITTEE****Term End**

ANTHONY BELLOLI	3/1/2016
RITA K. BELLOLI	3/1/2016
CAROL CABOT	3/1/2016
CLAIRE DEVINE	3/1/2016
JULIE M. GRANT	3/1/2016
SAM GRANT	3/1/2016
JANE JACKSON	3/1/2016
KENNETH T MILLER	3/1/2016
DENNIS J. MURPHY	3/1/2016
PENELOPE ANN MURPHY	3/1/2016
WILLIAM ROBERTS	3/1/2016
AVIS ROY	3/1/2016
RICHARD SHUFORD	3/1/2016
JANET SIMOPOULOS	3/1/2016
LOUIS S. SIMOPOULOS	3/1/2016
NICHOLAS THALHEIMER	3/1/2016
JOHN Y TRAVATO	3/1/2016
PAUL A. VASSALLO	3/1/2016
SUSAN Y. VASSALLO	3/1/2016
KRISTINE A. VAZ	3/1/2016
BRUCE WILLIAMS	3/1/2016

**TOWN CLERK OFFICE****Term End**

KATHLEEN SPOFFORD	4/24/2017
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**TOWNSEND HOUSING AUTHORITY****Term End**

HEATHER ARAUJO	4/30/2017
SUSAN LEE CONGDON	4/29/2019
CHARLES Q. SEXTON-DIRANIAN	4/24/2017
LAURA SHIFRIN	4/25/2016
KEVIN SMITH	4/28/2018

**TRUST FUND COMMISSION****Term End**

HEIDI MUNROE	4/25/2016
HARTLEY PLESHAW	3/1/2016

**TRUSTEE OF SOLDIER'S MEMORIAL**

PETER BUXTON

KEITH JACKSON

WALTER MANN

AVIS ROY

STEPHEN SPOFFORD

**Term End**

4/25/2016

4/24/2017

4/30/2016

4/24/2017

4/30/2018

**WATER DEPARTMENT**

NILES BUSLER

MICHAEL MACEACHERN

NATHAN MATTLA

**Term End**

4/25/2016

4/30/2018

4/30/2018



## BOARD OF SELECTMEN

Charles Dickens in his book, *Tale of Two Cities*, once famously said that "It was the best of times, it was the worst of times..." This is a very appropriate description for 2015.

The composition of the Board at the beginning of the year was Chairman, Sue Lisio, Vice Chairman Colin McNabb, and Clerk Carolyn Smart. However, in April at the Annual Town Election, Gordon Clark was elected to replace Ms. Lisio. After the election, Mr. McNabb, Ms. Smart, and Mr. Clark respectively assumed the roles of Chairman, Vice Chairman, and Clerk. Mr. McNabb resigned his Chairmanship and his seat on the Board of Selectmen in August. A special election was held on November 17, 2015 and Cindy King joined the sitting Board for the remainder of Mr.

McNabb's term. Andrew Sheehan continued his tenure as Town Administrator until resigning on December 8, 2015. James M. Kreidler, Jr. stepped in to assume the role of Interim Town Administrator on December 15, 2015.

The year 2015 was a memorable and challenging year for the Board of Selectmen. Notable activities included assistance in coordinating the effort by the Highway Department to implement an all salt program, efforts by the Recreation Commission, Facilities Maintenance Department, Highway Department, Building Department, Cemetery & Parks Department, assorted Town employees, and private contractors to renovate the Annex Building to be used for youth programs by the Recreation Commission. The Board continued its effort in the fight against Kinder Morgan and the Northeast Tennessee Pipeline, attending several hearings throughout the year. The Board would be remiss if we did not recognize the efforts and assistance given them by Carolyn Sellers in the fight against the pipeline.

The Board graciously accepted the Compact Grant monies that was largely driven by the Baker Administration to help municipalities institute best practices. Lieutenant Governor Karyn Polito along with Representative Sheila Harrington met with the Board to deliver the Compact Award for three areas of development to include long term budget/revenue projections, budget documentation, and IT infrastructure. Energy efficiency continued to be a focus. The Energy Committee, Facilities Manager Mark Mercurio, and Land Use Coordinator Karen Chapman continued their work to implement the recommendations of energy audits.

The biggest and most exciting event of the year for the Town was the completion of the new Center Fire Station, which was the result of an extraordinary gift from the Sterilite Corporation. This gift was in addition to a new Highway Garage facility, construction of which was completed in 2008, and the new Library/Senior Center/Meeting Hall facility. The building features impressive and high-quality design and state-of-the-art technology. Without the generosity of Sterilite, it likely would have been decades before the Town could fund such a project on its own, and then only at a reduced quality and scope.

The Board of Selectmen acknowledged the resignation and retirement of several employees: Erving M. Marshall, Jr., Police Chief; David Mazza, Kate Stacy, Deb Kristoff, and Andrew Sheehan. The Board thanks each and every one of them for their public service and wishes them well in their future endeavors.

The Board of Selectmen extends thanks to all elected and appointed officials, departments, and employees for their continued support and commitment to Town government. Their efforts are appreciated and do not go unnoticed.

Volunteers are very important to our form of government. To those citizens interested in serving on a board, committee, or commission, we strongly urge you to contact our office or consult the Town website or Town Hall bulletin board for a list of vacancies and fill out a Volunteer Response Form, which is available at our office during regular hours or on the Town website.

#### **THE BOARD OF SELECTMEN:**

Carolyn Smart, *Chairman*

Gordon Clark, *Vice-Chairman*

Cindy King, *Clerk*

James M. Kreidler, Jr., *Interim Town Administrator*

Jodie Deschenes, *Executive Assistant to the Town Administrator*

## **TOWN CLERK**

This has been a very eventful year in the Town Clerk's Office. We said good-bye to Susan Funairole when she retired in September. Sue has worked in the Town Clerk's Office for 15 years and was my mentor. She is greatly missed. After Sue's retirement, Carolyn Smart was hired as the Assistant Town Clerk. Carolyn comes to the position with many years of municipal experience. I welcome her to the office.

The year started with the town census being mailed out to all households. It is very important to return your Town census. If you are a voter, this insures you will remain on the voting list. It also counts towards population when applying for grants. On the back of the census form is information on licensing dogs. This is a reminder to license your dog before March 1 when the \$10.00 late fee goes into effect and before May 1 when the \$25.00 fine is enforced.

We held two elections this year, our Annual Town Election and a Special Election for Selectmen after Colin McNabb resigned from the Board of Selectmen. In January we held the Special Town Meeting, reconvened from December 2014 when we did not have a quorum due to weather and parking issues. May 5, 2015 we held the Annual Town Meeting. Minutes from those meetings are part of this Annual Report.

I continue to attend Massachusetts Town Clerk Association meetings and continue to work towards my certification. Carolyn will also be attending with me. At these meetings and seminars we are updated on the latest changes in Election laws, Open Meeting Laws, Public Record Requests, ethics, etc. We are able to meet with other clerks, the presenters and State Officials to discuss current issues.

One of the best finds of Townsend is in the Town Clerk's Office, which are all the old records. We have Town Meeting Record books dating back to 1732 along with birth, marriage and death records. We have old artifacts including the Boston Post Cane and some from the Civil War. This is the history of Townsend and makes our town what it is today. Genealogy is another of the services we offer to the public.

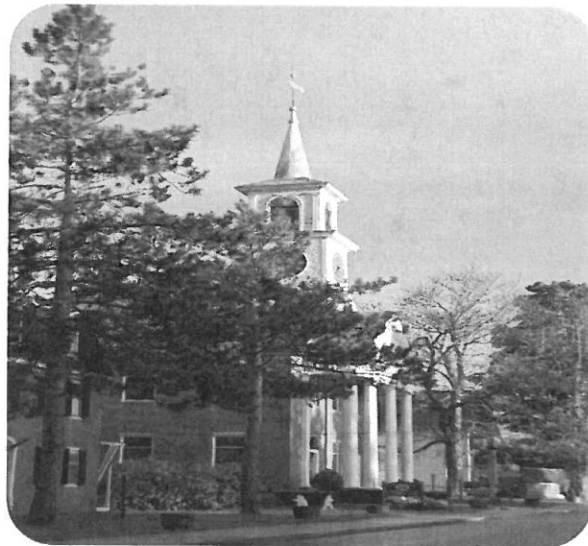
Please check our website [www.townsend.ma.us](http://www.townsend.ma.us) for information on upcoming events, elections, voter information, registering your dogs as well as other information about our town government.

Population: 8611  
Registered Voters: 6172  
Raffle Permits: 9  
Dogs: 1258

Births: 56  
Marriages: 38  
Deaths: 48

I would like to welcome the residents of Townsend to come into our office or to call our office with any questions. We are more than happy to assist in any way that we can. Courteous service to the public is what we are all about.

Respectfully submitted,  
Kathleen M. Spofford  
Town Clerk



# ANNUAL TOWN ELECTION APRIL 27, 2015

Registered voters: 6137				
Precinct	I	II	III	Total
<b>Total Votes</b>	<b>293</b>	<b>259</b>	<b>268</b>	<b>820</b>
<b>BOARD OF SELECTMEN 3- year</b>				
Blanks	2	2	1	5
Sue Lisio	131	130	133	394
Gordon N. Clark	160	127	134	421
Write-ins Scatterings	0	0	0	0
Total:	293	259	268	820
<b>MODERATOR 3- year</b>				
Blanks	41	27	44	112
John B. Barrett	252	229	224	705
Write-ins Scatterings	0	3	0	3
Total:	293	259	268	820
<b>AMANDA DWIGHT ENTERTAINMENT COMMITTEE 3-year</b>				
Blanks	55	40	51	146
Susan R. Gerken	238	219	216	673
Write-ins Scatterings	0	0	1	1
Total:	293	259	268	820
<b>BOARD OF ASSESSORS 3-year</b>				
Blanks	76	60	66	202
Carol A. Marcin	217	199	202	618
Write-ins	0	0	0	0
Total:	293	259	268	820
<b>BOARD OF ASSESSORS 1-year</b>				
Blanks	83	74	70	227
Laura A. Shifrin	210	181	198	589
Write-ins	0	4	0	4
Total:	293	259	268	820
<b>BOARD OF HEALTH 3-year</b>				
Blanks	29	21	25	75
Nancy A. Rapoza	137	141	147	425
Bill Roberts	127	97	96	320
Total:	293	259	268	820
<b>CEMETERY AND PARKS 3-year</b>				
Blanks	48	40	43	131
John B. Barrett	244	219	223	686
Write-ins scatterings	1	0	2	3
Total:	293	259	268	820

<b>LIBRARY TRUSTEES 3-year (vote for 2)</b>				
Blanks	182	157	166	505
Kimberly W. King	220	204	200	624
Karen Kranak Waxman	184	157	170	511
Write-ins Scatterings	0	0	0	0
Total:	586	518	536	1640
<b>NORTH MIDDLESEX REGIONAL DISTRICT SCHOOL COMMITTEE</b>				
Blanks	84	71	70	225
Robert K. Templeton	207	188	198	593
Write-ins Scatterings	2	0	0	2
Total	293	259	268	820
<b>PLANNING BOARD (1-year)</b>				
Blanks	286	249	260	795
Write-ins Scatterings	7	10	8	25
Total:	293	259	268	820
<b>PLANNING BOARD (5-year)</b>				
Blanks	287	250	264	801
Write-ins Scatterings	6	9	4	19
Total:	293	259	268	820
<b>RECREATION COMMISSIONERS (1-year) (Vote for one)</b>				
Blanks	287	256	268	811
Write-ins Scatterings	6	3	0	9
Total:	293	259	268	820
<b>RECREATION COMMISSIONERS (3-year) (Vote for two)</b>				
Blanks	219	194	197	610
Alice T. Kennedy	198	174	180	552
Kristina F. McHugh	169	150	158	477
Write-ins	0	0	1	1
Total:	586	518	536	1640



# ANNUAL TOWN ELECTION APRIL 27, 2015

<b>TOWNSEND HOUSING AUTHORITY (2- year)</b>				
Blanks	289	253	265	807
Write-in Scatterings	4	6	3	13
Total:	293	259	268	820
<b>TRUST FUND COMMISSIONER (1-YEAR)</b>				
Blanks	289	257	265	811
Write-in Scatterings	4	2	3	9
Total:	293	259	268	820
<b>TRUST FUND COMMISSIONER (2-year)</b>				
Blanks	291	256	265	812
Write-in Scatterings	2	3	3	8
Total:	293	259	268	820
<b>TRUST FUND COMMISSIONER (3-year)</b>				
Blanks	293	256	267	816
Write-in Scatterings	0	3	1	4
Total:	293	259	268	820
<b>TRUSTEES OF SOLDIERS MEMORIALS (VETERAN)</b>				
Blanks	61	55	59	175
Stephen S. Spofford	232	204	209	645
Write-in Scatterings	0	0	0	0
Total:	293	259	268	820
<b>BOARD OF WATER COMMISSIONERS (3-year)</b>				
Blanks	19	13	13	45
Nathan J. Mattila	150	154	164	468
Andrea R. Wood	124	92	91	307
Write-in Scatterings	0	0	0	0
Total:	293	259	268	820

## **ANNUAL TOWN MEETING – MAY 5, 2015**

Shirley Coit, Townsend Emergency Management Agency Director, spoke to those in attendance about Townsend's Top Ten Readiness Tips. First is to know what type of emergency is likely to occur such as floods, hurricanes or power outages. Second, know "how" to leave, have an evacuation plan and a meeting place outside of your home. Remember to practice your drills and know how to get out of town to a safe place if necessary. The third tip is to know how to reconnect with family. Family members should all have the same out of town relative or friend to call so that everyone can be accounted for in the event of an emergency. Fourth is to have an emergency alert system such as an NOAA weather radio that can alert you to upcoming weather emergencies. Fifth, learn what to do if you are caught in an emergency away from home. Have an emergency kit in your car, a plan to meet other family members and know what your school or business emergency plans are. Sixth, have your "go-bag" ready and know how to use it. You can visit [ready.gov](http://ready.gov) to learn what you need in your kit. Seventh, remember friends and relatives who may have special needs and check with your neighbors for their emergency plans. Eighth, prepare your pets. Never leave your pet behind; have an emergency kit for them. Know the locations of the "pet-friendly" hotels in case you need to leave town. Ninth, learn emergency skills. Have and know how to use a fire extinguisher. Learn basic first aid and CPR. Keep your first aid kit current. And, tenth, find out how to help in your community. Volunteer to work with TEMA (Townsend Emergency Management Agency).

The Special Town Meeting was called to order at 7:10 pm by the newly elected Moderator, John Barrett, at the posted location of North Middlesex Regional High School, 19 Main Street, Townsend, MA with a quorum present, 130 registered voters and 21 visitors. Newly elected Selectman, Gordon Clark, led those in attendance in the Pledge of Allegiance.

The Moderator called on Colin McNabb who wished to publicly recognize two individuals who are retiring after several years of service to the town of Townsend. They are Jeff Peduzzi who has served on the Planning Board for more than 15 years and Nik Thalheimer who has served on the Planning Board and the Board of Selectmen and has been a member of several committees. He went on to say that the success of local government is dependent upon service provided by volunteers such as these. Mr. McNabb also welcomed Gordon Clark as the newest member of the Board of Selectmen and also thanked Sue Lisio for her many years of service to the Board of Selectmen and multiple other boards and committees.

The Moderator introduced himself to the people and asked the people to join in thanking Gene Rauhala, the previous moderator, for serving the town for 16 years as moderator. He then introduced the Town Clerk, Kathleen Spofford, the Finance Committee Nancy Rapoza, Gini Lee King, Mary Letourneau, Cindy King, Sam Grant and Andrea Wood and Selectmen Carolyn Smart, Colin McNabb and Gordon Clark, Town Administrator Andrew Sheehan, Town Counsel Brian Riley. The Moderator asked for a return of the warrant, which was read by the Town Clerk.

The Moderator then explained the Town Meeting is conducted according to parliamentary proceedings used according to Town Meeting Time. He explained a couple rules of order before starting. If you want to speak on a matter, please raise your hand and I will try to give everyone a chance to speak who wants to. Please direct all your comments through the chair. If you would like to speak, once you are recognized come up to the front to the microphone, identify yourself and make your point. All motions must be in writing and brought to the Town Clerk. If a matter is voted on tonight it may be reconsidered by a majority vote tonight. If the meeting goes into a second night, an article that has already been voted on would need a 9/10 vote to be considered at a separate night. If a vote is questioned by seven (7) people, I will ask the counters to come forward and to take the actual vote. If you are confused about something that is going on, if you raise your hand and make a point of order, I will recognize you and ask you what your point of order is before we go on for the rest of the meeting. If you wish to raise a point of privilege, please stand up and state that you wish to make a point of privilege and you may also interrupt the speaker to do that. He instructed the visitors to sit at the front of the room.

### **ARTICLE 1**

I move that the Town vote to authorize the Board of Selectmen to appoint all Town Officers unless other provisions are made by Massachusetts General Law, by Town Charter, or by vote of the Town.

**READ BY:** KATHLEEN SPOFFORD

VOTE: PASSED UNANIMOUSLY

### **ARTICLE 2**

I move that the Town vote to hear reports of any Committees, Boards, Commissions, etc.

**READ BY:** COLIN McNABB

Voted: Passed unanimously

### **ARTICLE 3**

I move that the Town vote to appoint Kenneth Gerken, Pamela B. Haman, and Michael Marchand to serve as members of the James H. Tucker Fund Committee in accordance with the bequest, its sole purpose being to keep the curbing, grave stones, and monuments in good order.

**READ BY:** COLIN McNABB

Vote: Passed unanimously

### **ARTICLE 4**

I move that the Town vote to transfer from surplus revenue, the sum of **\$175,000.00** for the purpose of offsetting the FY15 Snow and Ice Deficit under the provisions of Massachusetts General Laws Chapter 44, Section 31D.

**READ BY:** CAROLYN SMART

VOTE: PASSED UNANIMOUSLY

### **ARTICLE 5**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$\_\_\_\_\_ for the purpose of paying prior fiscal year bills in accordance with the provision of Massachusetts General Laws Chapter 44, Section 64, or take any action in relation thereto.

**Submitted by the Board of Selectmen**

Motion: I move that the Town take no action.

**READ BY:** GORDON CLARK

VOTE: PASSED UNANIMOUSLY

### **ARTICLE 6**

I move that the Town vote to authorize the Inspectional Services Revolving Account in accordance with Massachusetts General Laws Chapter 44, Section 53E½, to which will be credited revenues collected from the payment of fees paid by the North Middlesex Regional High School Building Committee or its contractors, subcontractors, or vendors, which funds shall be expended for expenditures associated with inspections of the North Middlesex Regional High School building project to be authorized by the Building Commissioner, of which expenditures shall not exceed **\$40,000.00** in FY15.

**READ BY:** COLIN McNABB

VOTE: PASSED UNANIMOUSLY

### **ARTICLE 7**

I move that the Town vote to transfer from surplus revenue the sum of **\$8,000.00** for the purpose of purchasing a new copier/scanner/printer for Town Hall.

**READ BY:** CAROLYN SMART

VOTE: PASSED UNANIMOUSLY

### **ARTICLE 8**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$\_\_\_\_\_ for the purpose of purchasing a new postage machine for the Town Hall, or take any other action in relation thereto.

**Motion: I move that the Town take no action.**

**READ BY:** GORDON CLARK

Vote: Passed Unanimously

### **ARTICLE 9**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$\_\_\_\_\_ for the purpose of supplementing the Board of Health Revolving Account to offset the cost of chipping the wood pile, or take any other action in relation thereto.

**Motion: I move that the Town take no action.**

**READ BY:** COLIN McNABB

VOTE: PASSED UNANIMOUSLY

### **ARTICLE 10**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$\_\_\_\_\_ for the purpose of providing training for employees and supervisory personnel, or take any relation thereto.

**Motion: I move that the Town take no action.**

**READ BY:** CAROLYN SMART

Vote: Passed Unanimously

### **ARTICLE 11**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury various sums to supplement the FY 15 operating budget, or take any other action in relation thereto.

Motion: I move that the Town take no action.

**READ BY:** GORDON CLARK

VOTE: PASSED UNANIMOUSLY

### **ARTICLE 12**

To see if the Town will vote to transfer the sum of \$\_\_\_\_\_ from Fire-EMS expenses to Fire-EMS wages, or take any other action in relation thereto.

**Motion: I move that the Town take no action.**

**READ BY:** MARK BOYNTON

Vote: Passed unanimously

### **ARTICLE 13**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury, the sum of \$5,000 for the purpose of supplementing the Conservation Commission's land fund, or take any other action in relation thereto.

**I move that the Town take no action.**

**READ BY:** COLIN MCNABB

VOTE: PASSED BY MAJORITY

### **ARTICLE 14**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$\_\_\_\_\_ for the purpose of funding road improvements, or take any other action in relation thereto.

**Motion: I move that the Town take no action.**

**READ BY:** COLIN MCNABB

VOTE: PASSED, AYES 79, NO 36

### **ARTICLE 15**

I move that the Town vote to transfer from Water Department retained earnings the sum of \$30,000.00 for the purpose of purchasing water meters to upgrade older water meters within the distribution system, said appropriation to come from the Water Department Enterprise Fund.

**READ BY:** PAUL RAFUSE

VOTE: PASSED BY MAJORITY

### **ARTICLE 16**

To see if the Town will vote to transfer from surplus revenue, the sum of \$300.00 collected from FY14 Fire Prevention fine receipts pursuant to General Laws Chapter 148A, Section 5 to a fund for training for eligible personnel.

**READ BY:** MARK BOYNTON

VOTE: PASSED UNANIMOUS

### **ARTICLE 17**

To see if the Town will vote to authorize the Fire-EMS Revolving Account in accordance with Massachusetts General Laws Chapter 44, Section 53E½, to which will be credited revenues collected from community events and fire watches, which funds shall be expended for expenditures associated with said community events and fire watches to be authorized by the Fire-EMS Chief, of which expenditures shall not exceed \$5,000.00 in FY16.

**READ BY:** MARK BOYNTON

VOTE: PASSED UNANIMOUS

**ARTICLE 18**

I move that the Town vote to continue to authorize revolving funds for certain town departments under Massachusetts General Laws, Chapter 44, Section 53E½ for FY2016 beginning July 1, with the specified receipts credited to each fund, the purposes for which each fund may be spent, the amount annual expenditures shall not exceed, and the entity authorized to expend from the fund, as outlined in the following table.

Line	Revolving Fund	Entity Authorized to Spend Fund	Receipts Credited	Spending Purposes	FY Spending Limit
1	Board of Health Revolving Account	Board of Health	Fees from recyclable items	Operating costs for recycling center, landfill, curbside pick up; recycling center capital	<u>\$10,500.00</u>
2	Recreation Revolving Account	Recreation Commission	Fees from recreation programs	Operating costs and capital needs for recreation programs	<u>\$52,000.00</u>
3	Facilities Maintenance Revolving Account	Town Administrator	Fees from rental of the Townsend Meeting Hall	Operating costs and capital needs of the Townsend Meeting Hall	<u>\$4,000.00</u>
4	Cemetery Cost of Internment Revolving Account	Cemetery & Park Commissioners	Fees from burials	Operating costs and capital needs of the cemetery department	<u>\$28,000.00</u>
5	Fire Alarm Maintenance Revolving Account	Chief of Fire/EMS Department	Annual fire alarm maintenance fees, connect fees, and fine assessments	Operating and capital costs for Town's portion of the fire alarm system	<u>\$4,000.00</u>
6	Animal Care Program Revolving Account	Animal Control Officer	Fees and other receipts from owners of animals requiring emergency medical treatment while in the care and custody of the Town	Board, care and veterinary expenses associated with animals found abandoned or injured	<u>\$1.00</u>
7	Inspectional Services Revolving Account	Building Commissioner	Fees paid by the North Middlesex Regional High School Building Committee for with the NMRHS Project	Inspector wages, stipends, and expenditures associated with the NMRHS Project	<u>\$75,000.00</u>

**READ BY: CAROLYN SMART**  
**VOTE: PASSED BY MAJORITY**

**ARTICLE 19**

I move that the Town vote to appropriate and transfer from receipts reserved for appropriation accounts for FY 2016 beginning July 1, amounts as outlined in the following table

Special Revenue		General Fund		<u>Purpose</u>	<u>Amount *</u>
<u>Line</u>	<u>Fund to Transfer From</u>	<u>Appropriation Made To</u>	<u>Authorized by</u>		
1	Cemetery Sale of Lot Fund	Cemetery Improvement Fund	Cemetery & Parks Commissioners	Supplement operating costs and capital needs of the Cemetery department	<u>\$6,300.00</u>
2	Comcast Government Access Account	MIS Department Expenses	Board of Selectmen	Supplement funding for operating costs of the MIS department.	<u>\$30,000.00</u>
3	Title 5 MWPAT Receipts Reserved Account	Debt Service - MWPAT	Treasurer	Supplement funding for repayment of debt owed to the Mass Water Pollution Abatement Trust	<u>\$27,538.00</u>
4	West Townsend Reading Room Receipts Reserved Account	West Townsend Reading Room Expense	West Townsend Reading Room Committee	Supplement funding for operating cost of the Reading Room	<u>\$2,900.00</u>
5	Ambulance Receipts Reserved Account	Fire/EMS Department Expenses	Chief of Fire/EMS Department	Supplement funding for operating costs of Emergency Medical Services	<u>\$250,000.00</u>

\* Amounts voted under this article will appear as reductions to requested appropriations within the detailed budget for FY16 Town operations.

**READ BY: GORDON CLARK**  
**VOTE: PASSED UNANIMOUS**

**ARTICLE 20**

I move that the Town vote to transfer from surplus revenue the sum of **\$4,000.00** for the purpose of funding the Assessors' FY16 periodic Inspections and Property Data Verification Program as mandated by the Massachusetts Department of Revenue, Bureau of Local Assessments.

**READ BY:** LAURA E. SHIFRIN

**VOTE:** PASSED UNANIMOUS

**ARTICLE 21**

I move that the Town vote to transfer from the capital stabilization fund the amount of **\$172,247.00** for the purpose of paying FY16 debt service.

**READ BY:** COLIN MCNABB

**VOTE:** PASSED UNANIMOUS

**ARTICLE 22**

Move that the Town vote to raise and appropriate the sum of **\$18,649,533.00** and appropriate from the stabilization fund the sum of **\$80,371.00** to defray the charges and expenses of the Town for Fiscal Year 2016 pursuant to a detailed budget totaling **\$18,729,904.00**.

ARTICLE WAS READ BY THE MODERATOR AND PROCEEDED AS USUAL TO VOTE ON THE TOTALS OF EACH DEPARTMENT AND TO VOTE ON THE GRAND TOTAL OF THE BUDGET.

Motion was made to move the operating budget for Municipal Curbside and Solid Waste and Recycling from \$619,000 to the \$644,000 that was proposed.

Motion was read by James Le'Cuyer

Vote: Motion did not pass.

Motion was made to amend line item #630 Recreation Personnel Services to the requested amount of \$20,400.

Motion was read by Alice Kennedy

Vote: Motion passed, ayes 67, no 57.

Move that the Town vote to raise and appropriate the sum of **\$18,649,533.00** and appropriate from the stabilization fund the sum of **\$80,371.00** to defray the charges and expenses of the Town for Fiscal Year 2016 pursuant to a detailed budget totaling **\$18,729,904.00**.

**VOTE:** PASSED BY 2/3 VOTE DECLARED BY THE MODERATOR



# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY2014 ACTUAL	FY2015 APPROPRIATED	FY2016 DEPT. REQUEST	FY2016 ADOPTED 5/5/2015
<b>GENERAL GOVERNMENT</b>						
114	<b>Moderator</b>					
*	Expenses	0	0	-	-	-
	<b>Total</b>	0	0	-	-	-
119	<b>Charter</b>					
*	Expenses	0	0	-	-	-
	<b>Total</b>	0	0	-	-	-
122	<b>Board of Selectmen</b>					
	Selectmen Salary	0	0	-	-	-
	Town Administrator Salary	80,000	95,000	97,850	100,786	100,786
	Executive Assistant Wage	19,201	22,826	30,797	29,757	29,757
	Longevity	0	0	-	-	-
	Other wages	3,065	4,640	4,779	4,862	4,862
	Procurement Certification	0	0	-	-	-
	Dept. Assistant	0	0	-	-	-
*	Personnel Services	102,266	122,466	133,426	135,405	135,405
*	Expenses	9,365	11,200	11,200	14,900	14,900
	<b>Total</b>	111,631	133,666	144,626	150,305	150,305
<b>131/132 Finance Committee</b>						
*	Expenses	0	500	500	750	750
*	Reserve Fund	30,000	29,500	29,500	29,250	29,250
	<b>Total</b>	30,000	30,000	30,000	30,000	30,000
135	<b>Town Accountant</b>					
	Accountant Salary	32,396	50,003	51,334	44,016	44,016
	Assistant Accounting Clerk Wage	4,586	4,327	4,330	5,345	5,345
	Longevity		300	600	-	-
	Acct. Certification	0	0	0	-	-
*	Personnel Services	36,982	54,630	56,264	49,361	49,361
*	Expenses	3,387	1,387	1,900	1,900	1,900
*	Municipal Audit	15,000	15,000	16,500	16,500	16,500
	<b>Total</b>	55,369	71,017	74,664	67,761	67,761

# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 APPROPRIATED	FY 2016 DEPT. REQUEST	FY 2016 ADOPTED 5/5/2015
<b>141</b>	<b><u>Board of Assessors</u></b>					
	Assessors Salary	3	3	3	-	-
	Principal Assessor Salary	47,904	49,102	50,426	51,876	51,876
	Administrative Assessor Wage	22,473	23,138	23,738	24,419	24,419
	Longevity	600	600	600	600	600
	Property Inspector Wage	7,294	8,000	8,240	7,307	7,307
*	Personnel Services	78,274	80,843	83,007	84,202	84,202
*	Expenses	12,931	14,125	16,700	13,075	13,075
	<b>Total</b>	<b>91,205</b>	<b>94,968</b>	<b>99,707</b>	<b>97,277</b>	<b>97,277</b>
<b>145</b>	<b><u>Treasurer-Collector</u></b>					
	Treasurer-Collector Salary	0	0	-	68,252	63,804
	Salary & Wages - Support Staff	0	0	-	78,537	78,537
	Certification	0	0	-	-	-
*	Personnel Services	0	0	-	146,789	142,341
*	Expenses				71,718	71,718
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>218,507</b>	<b>214,059</b>
<b>145</b>	<b><u>Treasurer</u></b>				SEE TREASURER-COLLECTOR BUDGET ABOVE	
	Treasurer Salary	12,717	23,035	27,583	-	-
	Payroll Clerk Wage	7,893	8,091	8,294	-	-
	Seasonal Help	0	0	-	-	-
	Treasurer Certification	0	0	-	-	-
*	Personnel Services	20,610	31,126	35,877	-	-
*	Expenses	11,809	6,939	24,600	-	-
	<b>Total</b>	<b>32,419</b>	<b>38,065</b>	<b>60,477</b>	-	-
<b>146</b>	<b><u>Tax Collector</u></b>				SEE TREASURER-COLLECTOR BUDGET ABOVE	
	Tax Collector Salary	53,519	54,857	27,583	-	-
	Assistant Tax Collector Wage	33,702	34,712	35,580	-	-
	Dept. Assistant Wage	0	1,937	8,091	-	-
	Longevity	900	900	-	-	-
	Tax Collector Certification	1	1	-	-	-
*	Personnel Services	88,122	92,407	71,254	-	-
*	Expenses	35,305	24,604	45,800	-	-
	<b>Total</b>	<b>123,427</b>	<b>117,011</b>	<b>117,054</b>	-	-
<b>151</b>	<b><u>Legal</u></b>					
*	Expenses	37,114	38,500	38,500	38,500	38,500
	<b>Total</b>	<b>37,114</b>	<b>38,500</b>	<b>38,500</b>	<b>38,500</b>	<b>38,500</b>

# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 APPROPRIATED	FY 2016 DEPT. REQUEST	FY 2016 ADOPTED 5/5/2015
<b>155</b>	<b><u>Management Information Systems</u></b>					
*	Personnel Services	0	0	-	-	-
*	Expenses	48,767 (30,000)	61,800 (30,000)	68,200 (30,000)	75,000 (30,000)	75,000 (30,000)
<b>Art. 19</b>	Transfer - Comcast Government Access Account	18,767	31,800	38,200	45,000	45,000
	<b>Total</b>					
<b>160</b>	<b><u>Town Clerk</u></b>					
	Town Clerk Salary	57,351	58,785	60,256	61,762	61,762
	Assistant Town Clerk Wage	33,735	34,712	35,607	36,497	36,497
	Longevity	900	900	1,200	1,500	900
	Dept. Assistant Wage	0	0	-	-	-
	Certification	0	0	-	-	-
*	Personnel Services	91,986	94,397	97,063	99,759	99,159
*	Expenses	5,405	7,900	9,250	12,150	12,150
	<b>Total</b>	<b>97,391</b>	<b>102,297</b>	<b>106,313</b>	<b>111,909</b>	<b>111,309</b>
<b>162</b>	<b><u>Elections/Town Meetings</u></b>					
*	Personnel Services	8,145	4,000	12,000	8,000	8,000
*	Expenses	21,600	6,920	10,875	8,325	8,325
	<b>Total</b>	<b>29,745</b>	<b>10,920</b>	<b>22,875</b>	<b>16,325</b>	<b>16,325</b>
<b>163</b>	<b><u>Board of Registrars</u></b>					
*	Personnel Services	2,043	2,208	2,263	2,320	2,320
*	Expenses	0	0	-	-	-
	<b>Total</b>	<b>2,043</b>	<b>2,208</b>	<b>2,263</b>	<b>2,320</b>	<b>2,320</b>
<b>164</b>	<b><u>Street Listings</u></b>					
*	Expenses	2,807	2,750	2,850	3,200	3,200
	<b>Total</b>	<b>2,807</b>	<b>2,750</b>	<b>2,850</b>	<b>3,200</b>	<b>3,200</b>
<b>171</b>	<b><u>Conservation Commission</u></b>					
	Agent Wage	37,927	37,088	38,075	39,175	39,175
	Administrative Assistant Wage	0	0	-	-	-
	Longevity	600	600	600	600	600
*	Personnel Services	38,527	37,688	38,675	39,775	39,775
*	Expenses	954	954	950	950	950
	<b>Total</b>	<b>39,481</b>	<b>38,642</b>	<b>39,625</b>	<b>40,725</b>	<b>40,725</b>
<b>174</b>	<b><u>Montachusett Regional Planning Commission</u></b>					
*	Expenses	2,630	2,700	2,763	2,832	2,832
	<b>Total</b>	<b>2,630</b>	<b>2,700</b>	<b>2,763</b>	<b>2,832</b>	<b>2,832</b>

# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 APPROPRIATED	FY 2016 DEPT. REQUEST	FY 2016 ADOPTED 5/5/2015
175	<b>Planning Board</b>					
	Dept. Assistant Wage	20,892	21,624	22,185	22,833	22,833
	Longevity	600	600	600	600	600
*	Personnel Services	21,492	22,224	22,785	23,433	23,433
*	Expenses	78	500	500	500	500
	<b>Total</b>	<b>21,570</b>	<b>22,724</b>	<b>23,285</b>	<b>23,933</b>	<b>23,933</b>
176	<b>Zoning Board of Appeals</b>					
	Dept. Assistant Wage	4,568	6,055	6,212	6,394	6,394
*	Personnel Services	4,568	6,055	6,212	6,394	6,394
*	Expenses	0	0	0	-	-
	<b>Total</b>	<b>4,568</b>	<b>6,055</b>	<b>6,212</b>	<b>6,394</b>	<b>6,394</b>
179	<b>Land Use</b>					
	Land Use Coordinator Wage	22,582	24,373	25,021	25,744	25,744
	Longevity		\$	300	600	600
*	Personnel Services	22,582	24,373	25,321	26,344	26,344
*	Expenses	2,208	3,300	3,300	3,300	3,300
	<b>Total</b>	<b>24,790</b>	<b>27,673</b>	<b>28,621</b>	<b>29,644</b>	<b>29,644</b>
183	<b>Housing Authority</b>					
*	Personnel Services	0	0	0	-	-
*	Expenses	0	0	0	-	-
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>-</b>
191	<b>Facility Maintenance Department</b>					
	Facility Maintenance Coordinator Wage	36,363	37,089	38,202	44,771	44,771
	Longevity	300	300	300	600	600
	Other Wages	0	0	0	-	-
	Other Wages - Seasonal	4,965	5,638	5,638	14,256	14,256
*	Personnel Services	41,628	43,027	44,140	59,627	59,627
	Energy	67,177	75,000	90,000	90,000	90,000
	Cleaning Services	34,323	40,000	40,025	40,825	40,825
	Other Expenses	48,402	36,750	46,400	51,400	51,400
*	Expenses	149,902	151,750	176,425	182,225	182,225
	<b>Total</b>	<b>191,530</b>	<b>194,777</b>	<b>220,565</b>	<b>241,852</b>	<b>241,852</b>
192	<b>Memorial Hall &amp; Annex</b>					
*	Expenses	11,915	12,500	15,000	15,000	15,000
	<b>Total</b>	<b>11,915</b>	<b>12,500</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>

# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY2014 ACTUAL	FY2015 APPROPRIATED	FY2016 DEPT. REQUEST	FY2016 ADOPTED 5/5/2015
193	<u>W. Townsend Reading Room</u>					
*	Expenses	2,484	4,900	2,900	2,900	2,900
Art. 19	Transfer - WTRR Receipts	(4,900)	(4,900)	(2,900)	(2,900)	(2,900)
	<b>Total</b>	<b>(2,416)</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>-</b>
195	<u>Town Reports</u>					
*	Expenses	1,613	2,000	2,000	2,000	2,000
	<b>Total</b>	<b>1,613</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>927,599</b>	<b>980,273</b>	<b>1,075,600</b>	<b>1,143,484</b>	<b>1,138,436</b>
	<b>PUBLIC SAFETY</b>					
210	<u>Police</u>					
	Chief Salary	99,037	101,406	103,434	108,089	108,089
	Salary & Wages - Oper. Staff	1,014,159	1,106,923	1,128,339	1,130,538	1,130,538
	Salary & Wages - Support Staff	74,340	76,200	78,467	76,363	76,363
	Training Salary	11,838	11,838	11,838	16,838	16,838
*	Personnel Services	1,199,374	1,296,367	1,322,078	1,331,828	1,331,828
	Police Vehicles	51,843	60,000	60,000	62,000	62,000
	Other Expenses	131,912	141,775	124,275	135,775	135,775
	Out of State Travel	0	0	-	-	-
*	Expenses	183,755	201,775	184,275	197,775	197,775
	<b>Total</b>	<b>1,383,129</b>	<b>1,498,142</b>	<b>1,506,353</b>	<b>1,529,603</b>	<b>1,529,603</b>
220	<u>Fire/EMS Department</u>					
	Chief Salary	79,352	81,328	82,667	86,736	86,736
	Salary & Wages - Oper. Staff	532,434	579,431	623,794	655,840	655,840
*	Personnel Services	611,786	660,759	706,461	742,576	742,576
	Fire Truck Lease	0	0	-	-	-
	Hazardous Waste Collection	4,457	4,457	4,457	4,457	4,457
	Other Expenses	182,831	185,010	193,310	172,610	172,610
	Out of State Travel	0	0	-	-	-
*	Expenses	187,288	189,467	197,767	177,067	177,067
	<b>Total Fire/EMS Operating Budget</b>	<b>799,074</b>	<b>850,226</b>	<b>904,228</b>	<b>919,643</b>	<b>919,643</b>
Art. 19	Transfer - Ambulance Receipts	(300,000)	(250,000)	(250,000)	(250,000)	(250,000)
	<b>Total</b>	<b>499,074</b>	<b>600,226</b>	<b>654,228</b>	<b>669,643</b>	<b>669,643</b>

# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 APPROPRIATED	FY 2016 DEPT. REQUEST	FY 2016 ADOPTED 5/5/2015
<b>225</b>	<b><u>Communication Center</u></b>					
	Director	1	1	1	1	1
	Wages/Training	218,556	281,032	293,807	302,916	302,916
*	Personnel Services	218,557	281,033	293,808	302,917	302,917
	Out of State Travel	0	0	-	-	-
	Other Expenses	12,957	14,400	49,450	54,450	54,450
*	Expenses	12,957	14,400	49,450	54,450	54,450
	<b>Total</b>	<b>231,514</b>	<b>295,433</b>	<b>343,258</b>	<b>357,367</b>	<b>357,367</b>
<b>241</b>	<b><u>Building Department</u></b>					
	Commissioner Salary	63,455	65,043	66,670	68,599	68,599
	Alternate Commissioner	0	26	600	600	600
	Dept. Assistant Wage	23,633	25,956	23,955	27,553	27,553
	Longevity	1,200	1,200	1,500	1,500	1,500
	Clothing Allowance	485	485	485	485	485
	Travel Stipend		4,500	4,500	4,705	4,705
	Certification	500	500	500	500	500
*	Personnel Services	89,273	97,710	98,210	103,942	103,942
*	Expenses	6,646	2,450	2,450	2,550	2,550
	<b>Total</b>	<b>95,919</b>	<b>100,160</b>	<b>100,660</b>	<b>106,492</b>	<b>106,492</b>
<b>242</b>	<b><u>Gas Inspector &amp; Alternate</u></b>					
*	Personnel Services	5,017	5,142	5,164	5,268	5,398
*	Expenses	0	0	104	-	-
	<b>Total</b>	<b>5,017</b>	<b>5,142</b>	<b>5,268</b>	<b>5,268</b>	<b>5,398</b>
<b>243</b>	<b><u>Plumbing Inspector &amp; Alternate</u></b>					
*	Personnel Services	7,080	7,257	7,436	7,648	7,648
*	Expenses	824	1,023	1,380	1,580	1,580
	<b>Total</b>	<b>7,904</b>	<b>8,280</b>	<b>8,816</b>	<b>9,228</b>	<b>9,228</b>
<b>244</b>	<b><u>Sealer Weights/Measures &amp; Alternate</u></b>					
*	Personnel Services	3,766	3,925	4,024	4,140	4,140
*	Expenses	171	200	200	202	202
	<b>Total</b>	<b>3,937</b>	<b>4,125</b>	<b>4,224</b>	<b>4,342</b>	<b>4,342</b>
<b>245</b>	<b><u>Electrical Inspector &amp; Alternate</u></b>					
*	Personnel Services	11,647	11,936	12,231	12,580	12,580
*	Expenses	850	1,350	1,430	2,130	2,130
	<b>Total</b>	<b>12,497</b>	<b>13,286</b>	<b>13,661</b>	<b>14,710</b>	<b>14,710</b>

# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 APPROPRIATED	FY 2016 DEPT. REQUEST	FY 2016 ADOPTED 5/5/2015
246	<u>Inspector of Animals</u>					
*	Expenses	500	513	526	539	539
	<b>Total</b>	<b>500</b>	<b>513</b>	<b>526</b>	<b>539</b>	<b>539</b>
291	<u>Emergency Management Agency</u>					
*	Expenses	936	1,000	1,000	1,000	1,000
	<b>Total</b>	<b>936</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
292	<u>Animal Control Officer</u>					
*	Personnel Services	16,000	16,400	16,810	17,230	17,230
*	Expenses	3,018	5,000	5,000	5,000	5,000
	<b>Total</b>	<b>19,018</b>	<b>21,400</b>	<b>21,810</b>	<b>22,230</b>	<b>22,230</b>
294	<u>Tree Warden</u>					
*	Personnel Services	9,666	9,908	10,156	10,156	10,410
*	Expenses	11,025	11,324	11,324	11,324	11,324
	<b>Total</b>	<b>20,691</b>	<b>21,232</b>	<b>21,480</b>	<b>21,480</b>	<b>21,734</b>
297	<u>Burial Agent</u>					
*	Personnel Services	136	136	136	136	136
	<b>Total</b>	<b>136</b>	<b>136</b>	<b>136</b>	<b>136</b>	<b>136</b>
298	<u>Parking Clerk</u>					
*	Personnel Services	59	59	59	59	59
	<b>Total</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>
	<b>TOTAL PUBLIC SAFETY</b>	<b>2,280,331</b>	<b>2,569,134</b>	<b>2,681,479</b>	<b>2,742,097</b>	<b>2,742,481</b>
300	<u>EDUCATION</u>					
	<u>NMRSD</u>					
	Operating Budget	7,790,818	7,655,340	7,895,722	8,536,497	8,536,497
	Transportation	775,309	721,585	887,450	953,422	953,422
	Total Debt	(43,285)	203,500	204,196	100,717	100,717
	Non-excluded Debt				9,537	9,537
	Excluded Debt		(204,196)	(204,196)	(100,717)	(100,717)
Art. 21	Transfer - Capital Stabilization	8,522,842	8,376,229	8,783,172	9,499,456	9,499,456
*	<b>Total</b>	<b>8,522,842</b>	<b>8,376,229</b>	<b>8,783,172</b>	<b>9,499,456</b>	<b>9,499,456</b>

# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY2014 ACTUAL	FY2015 APPROPRIATED	FY2016 DEPT. REQUEST	FY2016 ADOPTED 5/5/2015
301	<b>Nashoba Technical</b>					
	Operating Budget	748,443	800,006	877,038	806,396	806,396
	Capital Equipment	17,556	16,012	15,592	22,432	22,432
	Transportation	61,446	64,049	62,369	53,409	53,409
	Premium Offset	(2,372)	(2,163)	(2,107)	(1,804)	(1,804)
	Non-Excluded Debt				20,755	20,755
	Total Debt (Excluded)	97,013	85,927	81,180	67,575	67,575
*	<b>Total</b>	<b>922,086</b>	<b>963,831</b>	<b>1,034,072</b>	<b>988,763</b>	<b>988,763</b>
	<b>TOTAL EDUCATION</b>	<b>9,444,928</b>	<b>9,340,060</b>	<b>9,817,244</b>	<b>10,468,219</b>	<b>10,468,219</b>
	<b>STREETS &amp; HIGHWAYS</b>					
421/422	<b>Highway Department</b>					
	Superintendent Salary	74,709	76,577	78,491	80,500	80,500
	Certification	500	500	3,500	3,500	3,500
	Longevity	3,600	4,200	4,800	4,800	4,800
	Operational Staff Wages	206,359	270,237	274,113	277,972	277,972
	Dept. Assistant Wage	0	0	-	-	-
	Clothing Allowance	6,380	6,300	6,900	6,900	6,900
	Tuition Reimbursement	0	0	-	-	-
	Overtime & Differential	2,160	7,448	7,546	7,665	7,665
*	Personnel Services	293,708	365,262	375,350	381,337	381,337
*	Expenses	106,481	107,680	107,180	107,180	107,180
	<b>Total</b>	<b>400,189</b>	<b>472,942</b>	<b>482,530</b>	<b>488,517</b>	<b>488,517</b>
423	<b>Winter Operations</b>					
*	Expenses	301,352	175,000	175,000	175,000	175,000
	<b>Total</b>	<b>301,352</b>	<b>175,000</b>	<b>175,000</b>	<b>175,000</b>	<b>175,000</b>
424	<b>Street Lights</b>					
*	Expenses	16,825	17,500	17,500	17,500	17,500
	<b>Total</b>	<b>16,825</b>	<b>17,500</b>	<b>17,500</b>	<b>17,500</b>	<b>17,500</b>
	<b>TOTAL STREETS &amp; HIGHWAYS</b>	<b>718,366</b>	<b>665,442</b>	<b>675,030</b>	<b>681,017</b>	<b>681,017</b>
	<b>SOLID WASTE SERVICES</b>					
430	<b>Landfill Operations</b>					
*	Expenses	16,284	14,400	14,400	14,400	14,400
	<b>Total</b>	<b>16,284</b>	<b>14,400</b>	<b>14,400</b>	<b>14,400</b>	<b>14,400</b>
433	<b>Curbside Pickup &amp; Disposal</b>					
*	Expenses	610,262	625,000	629,000	644,000	619,000
	<b>Total</b>	<b>610,262</b>	<b>625,000</b>	<b>629,000</b>	<b>644,000</b>	<b>619,000</b>



# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY2014 ACTUAL	FY2015 APPROPRIATED	FY2016 DEPT. REQUEST	FY2016 ADOPTED 5/5/2015
435	<u>Household Hazardous Waste</u>					
*	Expenses	5,198	5,198	5,198	5,198	5,198
	<b>Total</b>	<b>5,198</b>	<b>5,198</b>	<b>5,198</b>	<b>5,198</b>	<b>5,198</b>
	<b>TOTAL SOLID WASTE SERVICES</b>	<b>631,744</b>	<b>644,598</b>	<b>648,598</b>	<b>663,598</b>	<b>638,598</b>
	<b>HUMAN SERVICES</b>					
491	<u>Cemetery &amp; Parks</u>					
*	Personnel Services	90,601	96,303	111,498	115,089	115,089
*	Expenses/Playground/Pond	9,421	9,421	9,421	9,421	9,421
	Cemetery Improvement Fund	3,457	4,425	7,950	6,300	6,300
	Transfer - Sale of Lot Receipts	(3,457)	(4,425)	(7,950)	(6,300)	(6,300)
Art. 19	<b>Total</b>	<b>100,022</b>	<b>105,724</b>	<b>120,919</b>	<b>124,510</b>	<b>124,510</b>
520	<u>Board of Health</u>					
	Administrative Assistant	32,433	34,057	34,746	35,705	35,705
	Longevity	0	300	300	300	300
*	Personnel Services	32,433	34,357	35,046	36,005	36,005
*	Expenses	1,700	1,700	1,700	1,700	1,700
	<b>Total</b>	<b>34,133</b>	<b>36,057</b>	<b>36,746</b>	<b>37,705</b>	<b>37,705</b>
522	<u>Nashoba Assessments</u>					
*	Board of Health Expenses	19,441	21,085	21,085	9,051	20,219
*	Nursing Expenses	8,703	7,059	7,059	20,219	9,051
	<b>Total</b>	<b>28,144</b>	<b>28,144</b>	<b>28,144</b>	<b>29,270</b>	<b>29,270</b>
524	<u>Landfill Engineering</u>					
*	Expenses	17,500	20,400	20,400	15,500	15,500
	<b>Total</b>	<b>17,500</b>	<b>20,400</b>	<b>20,400</b>	<b>15,500</b>	<b>15,500</b>
541	<u>Council on Aging</u>					
	Director Salary	35,789	37,089	37,929	43,348	38,221
	Salary & Wages - Oper. Staff	21,252	27,631	37,085	38,359	38,359
	Longevity	900	900	900	-	-
*	Personnel Services	57,941	65,620	75,914	81,707	76,580
*	Expenses	5,101	6,620	6,620	6,620	6,620
	<b>Total</b>	<b>63,042</b>	<b>72,240</b>	<b>82,534</b>	<b>88,327</b>	<b>83,200</b>

# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY2014 ACTUAL	FY2015 APPROPRIATED	FY2016 DEPT. REQUEST	FY2016 ADOPTED 5/5/2015
543/544	<u>Veteran's Agent</u>					
*	Salary	4,886	5,009	5,135	5,263	5,263
*	Expenses	0	100	100	100	100
*	Veterans Benefits	38,726	50,000	55,000	55,000	55,000
	<b>Total</b>	<b>43,612</b>	<b>55,109</b>	<b>60,235</b>	<b>60,363</b>	<b>60,363</b>
	<b>TOTAL HUMAN SERVICES</b>	<b>286,453</b>	<b>317,674</b>	<b>348,978</b>	<b>355,675</b>	<b>350,548</b>
610	<u>CULTURE &amp; RECREATION</u>					
	<u>Library</u>					
	Director Salary	42,815	44,089	45,234	58,185	46,365
	Library Operational Staff Wages	129,305	133,058	136,295	151,410	136,295
	Longevity	1,500	1,500	1,500	1,800	1,800
	Sick Time Replacement	0	0	0	-	-
*	Personnel Services	173,620	178,647	183,029	211,395	184,460
*	Expenses	41,800	46,714	51,118	55,509	55,509
	<b>Total</b>	<b>215,420</b>	<b>225,361</b>	<b>234,147</b>	<b>266,904</b>	<b>239,969</b>
630	<u>Recreation</u>					
*	Personnel Services	0	0	0	20,400	20,400
*	Expenses	0	0	0	-	-
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,400</b>	<b>20,400</b>
660	<u>Memorial Day</u>					
*	Personnel Services	0	0	-		
*	Expenses	3,590	4,558	4,558	4,558	4,558
	<b>Total</b>	<b>3,590</b>	<b>4,558</b>	<b>4,558</b>	<b>4,558</b>	<b>4,558</b>
691	<u>Historic District Commission</u>					
*	Expenses	0	0	0	-	-
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>-</b>
692	<u>Band Concerts</u>					
*	Personnel Services	0	0	0	-	-
*	Expenses	8,129	8,129	8,400	8,800	8,800
	<b>Total</b>	<b>8,129</b>	<b>8,129</b>	<b>8,400</b>	<b>8,800</b>	<b>8,800</b>
	<b>TOTAL CULTURE &amp; RECREATION</b>	<b>227,139</b>	<b>238,048</b>	<b>247,105</b>	<b>300,662</b>	<b>273,727</b>

# FY 2016 General Fund Operating Budget - Article 22

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 APPROPRIATED	FY 2016 DEPT. REQUEST	FY 2016 ADOPTED 5/5/2015
<b>DEBT SERVICE</b>						
<i>(Excluded from Prop 2 1/2)</i>						
713	Principal Memorial Hall/Land Purchase	125,000	120,000	115,000	115,000	115,000
715	Principal Fire Station, Landfill, 6 & 13 Elm Proper	171,732	171,732	166,732	166,732	166,732
723	Principal Water Ext.	15,000	15,000	15,000	10,000	10,000
753	Interest Memorial Hall/Land Purchase	15,907	13,157	10,219	7,344	7,344
755	Interest Fire Station, Landfill, 6 & 13 Elm Property	85,517	78,218	70,258	65,920	65,920
763	Interest Water Ext.	1,563	1,225	850	538	538
711	Principal & Interest Fire Ladder Truck	48,843	47,878	46,805	45,733	45,733
	<b>Total Excluded Debt</b>	<b>463,562</b>	<b>447,210</b>	<b>424,864</b>	<b>411,267</b>	<b>411,267</b>
<b>(Not Excluded from 2 1/2)</b>						
714	Principal MWPAT	27,554	27,734	27,734	27,538	27,538
759	Interest Short Term and Issuance Costs	9,000	9,000	9,000	9,000	9,000
770	Principal Witch's Brook	8,268	8,268	8,268	8,268	8,268
775	Interest Witch's Brook	4,453	4,102	4,412	3,998	3,998
751	Principal & Interest Fire Ladder Truck	76,395	74,885	73,208	71,531	71,531
Art. 21	Transfer - Capital Stabilization			(73,208)	(71,531)	(71,531)
Art. 19	Transfer - Title V FB Receipts	(27,554)	(27,734)	(27,734)	(27,538)	(27,538)
	<b>Total Non-Excluded Debt</b>	<b>98,116</b>	<b>96,255</b>	<b>21,680</b>	<b>21,266</b>	<b>21,266</b>
*	<b>TOTAL DEBT SERVICE</b>	<b>561,678</b>	<b>543,465</b>	<b>446,544</b>	<b>432,533</b>	<b>432,533</b>
<b>INSURANCE</b>						
911	Middlesex Retirement Fund	465,246	645,246	673,724	717,517	717,517
913	Unemployment Compensation	3,560	15,000	15,000	15,000	15,000
914	Employee Health Insurance	802,938	962,640	954,289	1,095,983	1,009,378
	Health Insurance Opt Out	2,000	2,000	-	-	-
915	Employee Life Insurance	262	450	450	450	450
916	FICA	46,039	45,600	46,740	52,000	52,000
945	Property & Liability Insurance	192,444	217,800	239,580	210,000	210,000
*	<b>TOTAL INSURANCE</b>	<b>1,512,489</b>	<b>1,888,736</b>	<b>1,929,783</b>	<b>2,090,950</b>	<b>2,004,345</b>
<b>GRAND TOTAL TOWN (except Water Dept.)</b>						
		<b>16,590,727</b>	<b>17,187,430</b>	<b>17,870,361</b>	<b>18,878,235</b>	<b>18,729,904</b>

NOTE: Rows that contain a FY 2016 recommended line item to be voted by Town Meeting are marked with an asterisk (\*).

# **FY 2016 Water Dept. Enterprise Fund Operating Budget - Article 24**

DEPT #	DEPARTMENT	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 APPROPRIATED	FY 2016 DEPT. REQUEST	FY 2016 ADOPTED 5/5/2015
061	<b>WATER DEPARTMENT</b>					
	Superintendent Salary	68,079	70,055	71,915	73,900	73,900
	Water Technicians (3) Wages	90,938	93,590	97,784	148,713	148,713
	Clerk/Collector (1) Wages	52,461	53,210	55,312	39,259	39,259
	OT/Clothing/Special	22,003	30,535	29,325	31,474	31,474
	Commissioners Stipend	3	3	3	3	3
	Summer/Extra Help	1	1	1	1	1
	Retirement	0	2,000	2,000	2,000	2,000
*	Personnel Services	233,485	249,394	256,340	295,350	295,350
	Other Expenses	245,844	244,802	245,301	233,301	233,301
	Hydrants	0	0	-	-	-
	Out of State Travel	100	100	100	100	100
	New Meters	0	0	-	-	-
	Equipment Replacement Fund (STM 12/04 Art 29	0	0	-	-	-
	Storage Tank Maintenance (ATM 5/06 Art 19)	0	0	-	-	-
	Emergency Reserve Fund	10,000	20,000	20,000	20,000	20,000
*	Expenses	245,944	264,902	265,401	253,401	253,401
	Debt Service - Phase 1 of Eastside Improvements	42,374	42,380	42,380	42,380	42,380
	Debt Service - Phase 2 of Eastside Improvements	61,584	63,000	63,000	63,000	63,000
	Debt Service - Witch's Brook Borrowing	0	0	-	-	-
*	Debt Service	103,958	105,380	105,380	105,380	105,380
	<b>Sub-Total without Intermunicipal Expenses</b>	<b>583,387</b>	<b>619,676</b>	<b>627,121</b>	<b>654,131</b>	<b>654,131</b>
*	Intermunicipal Expenses (including Bond Reimbursr	163,000	183,000	183,000	197,864	197,864
	<b>Total</b>	<b>746,387</b>	<b>802,676</b>	<b>810,121</b>	<b>851,995</b>	<b>851,995</b>
	<b>GRAND TOTAL WATER DEPARTMENT</b>	<b>746,387</b>	<b>802,676</b>	<b>810,121</b>	<b>851,995</b>	<b>851,995</b>

NOTE: Rows that contain a FY 2015 recommended line item to be voted by Town Meeting are marked with an asterisk (\*).

### **ARTICLE 23**

I move that the Town vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$\_\_\_\_\_ to supplement the appropriation made under Article 22 for Curbside Solid Waste Collection, such appropriation to be contingent on the passage of an override pursuant to proposition two-and-one-half, so called.

Motion: I move that the Town take no action.

**READ BY:** CAROLYN SMART

**VOTE:** PASSED UNANIMOUS

### **ARTICLE 24**

I move that the Town vote to appropriate the sum of **\$851,995.00** to operate the Water Department for Fiscal Year 2016 and that **\$654,131.00** of this sum come from Water Enterprise Fund revenues and, in order to fund the cost of inter-municipal expenses, that **\$197,864.00** of this sum be appropriated in the general fund and funded from enterprise revenues.

**READ BY:** PAUL RAFUSE

**VOTE:** PASSED UNANIMOUS

### **ARTICLE 25**

I move that the Town vote to fix the salaries and compensation of the Town Clerk as provided by Massachusetts General Laws Chapter 41, Section 108A, as amended, and as appropriated in this warrant, and to raise and appropriate longevity for the Town Clerk in the amount of **\$600.00**.

**READ BY:** GORDON CLARK

**VOTE:** PASSED BY MAJORITY

### **ARTICLE 26**

I move that the Town vote to appropriate the sum of **\$159,000.00** to purchase and remove the building on a parcel of land known as American Legion, Miller Terrell Post 199, located at 458 Main Street, containing 0.3 acres, more or less, and described and being Assessors Map 47, Block 47, Lot 0, for the purpose of building a new West Townsend Fire Station to replace the existing building and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(3) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

**READ BY:** MARK BOYNTON

**VOTE:** PASSED 2/3 VOTE DECLARED BY MODERATOR

### **ARTICLE 27**

I move that the Town vote to appropriate the sum of **\$1,000,000.00** to design and construct a new West Townsend Fire Station located at 458 and 460 Main Street and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(3) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

**READ BY:** MARK BOYNTON

**VOTE:** PASSED 2/3 VOTE, AYES 90, NO 23

### **ARTICLE 28**

I move that the Town vote the following sums totaling \$183,000.00 to pay the costs of various capital improvements and/or capital equipment for Fiscal Year 2016 as set forth in the detailed capital budget presented to this Town Meeting, and to meet this appropriation as follows:

- Appropriate from the Capital Stabilization Fund the sum of \$75,000.00;
- Appropriate from Ambulance Receipts Reserved for Appropriation the sum of \$54,000.00;
- Appropriate from Water Department retained earnings the sum of \$54,000.00.

**READ BY:** COLIN MCNABB

VOTE: PASSED, 2/3 VOTE DECLARED BY MODERATOR

### **ARTICLE 29**

I move that Section 44-3(B) of the Code of the Town of Townsend be amended by inserting the words “Fire-EMS buildings” into the first sentence, so that the sentence shall read: “As of July 1, 2009, all custodial and cleaning personnel working in any Town facility, including but not limited to the Town Hall, Police Station, Fire-EMS buildings, and Library, shall be transferred to the Facilities Maintenance Department.

**READ BY:** CAROLYN SMART

VOTE: PASSED UNANIMOUS

### **ARTICLE 30**

I move that the Town vote, pursuant to General Laws Chapter 41, Section 38A, that the Tax Collector shall collect, under the Title of Town Collector, all accounts due to the Town and shall have the powers and remedies set forth therein.

**READ BY:** GORDON CLARK

VOTE: PASSES UNANIMOUS.

Motion was made to dissolve the Town Meeting by Colin McNabb. The motion was seconded. Resident asked if Article 23 could be revisited. Moderator informed resident that the motion has been made and seconded to dissolve the meeting and if the people voted to not dissolve the meeting, then Article 23 could be revisited. The motion stands to dissolve the meeting.

Vote: Passed by majority

The meeting was dissolved at 9:50 pm, May 5, 2015.

## BOARD OF REGISTRARS

The year of 2015 was an eventful year with only two elections being held and two town meetings. Both elections were local elections and ran smoothly thanks to our election workers.

The census was completed in a timely fashion. Voters who did not respond to the census were notices to confirm they are still voters. Those who did not respond to either mailing have been placed on the inactive voter list. Inactive voters who come to vote at any election, will have to affirm they are still a Townsend resident and will be allowed to vote. This takes valuable time at the elections and makes answering the census so important to voters. It is important to remember that whenever you move either within the town or out of town or out of state, you must re-register to vote. Without current information, you may not be on the voter's list and may not be able to vote.

Every citizen over the age of 18 has the right to vote. If you are not registered and would like to be, please stop into the Town Clerk's Office to fill out a voter registration form or register online at [www.massvote.org](http://www.massvote.org). We hope to see you at the polls.

Respectfully Submitted,

Claire Devine  
Mary Jane O'Hara  
Catherine Thrasher  
Kathleen Spofford, ex-officio

## BOARD OF ASSESSORS

The Board of Assessors and its staff are responsible for the valuation of all real estate and personal property subject to taxation. Assessed valuations are based on "full and fair cash value" as of January 1<sup>st</sup> preceding each fiscal year.

Our three member Board of Assessors consists of a chairman and two members. It is an elected Board with each member carrying a three-year term. We are fortunate to have two veteran assessors, Laura Shifrin and Niles Busler. They bring knowledge, experience and history to the Board. Carol Marcin was elected this past April to fill our third seat. Karen Chapman has stepped into the property lister position along with her other roles here at Town Hall.

In order to maintain assessments at or near market value, the Board of Assessors regularly compare property valuations with the selling prices of properties that have sold in Townsend. Assessment-to-sales ratio statistics are analyzed to determine the median assessment level as well as assessment uniformity. We strive to maintain an accurate property database through our ongoing cyclical inspection program. Each parcel has a field card that contains information such as land size, building description, sales information, etc. These property record cards are available in our office and can now be accessed online through the town website.

Respectfully,  
Victoria Tidman, Principal Assessor  
For the Members of the Board of Assessors and Staff  
Laura Shifrin, Chairman  
Niles Busler, Member  
Carol Marcin, Member

Janina Majeran - Administrative Assessor  
Karen Chapman - Property Lister

## **Fiscal Year 2015 Assessments and Revenues by Major Property Class**

<b>Property Class</b>	<b>Levy Percent</b>	<b>Valuation by Class</b>	<b>Tax Rate</b>	<b>Tax Levy</b>
Residential	90.5343	709,085,375	19.11	13,550,621.52
Commercial	4.3036	33,706,951	19.11	644,139.83
Industrial	2.1743	17,029,500	19.11	325,433.75
Personal Property	2.9878	23,401,360	19.11	447,199.99

## **Valuation and Tax History**

<b>Fiscal Year Change (%)</b>	<b>Tax Rate</b>	<b>Valuation by Class</b>	<b>Accounts</b>	<b>Tax Levy</b>	
2015	19.11	783,223,186	4,039	14,967,395.09	3.0626
2014	19.57	742,085,736	4,045	14,522,617.85	3.2858
2013	18.26	770,021,972	4,046	14,060,601.21	2.0640
2012	16.96	812,279,312	4,058	13,776,257.13	2.2121
2011	15.74	856,296,203	4,064	13,478,102.24	1.9579

## **New Growth Revenue**

<b>Fiscal Year</b>	<b>Added Valuation</b>	<b>Tax Rate</b>	<b>New Revenues</b>	<b>Change</b>
2015	5,520,794	19.57	108,042.00	7.00
2014	5,529,446	18.26	100,968.00	44.80
2013	4,111,313	16.96	69,727.00	22.28
2012	3,622,936	15.74	57,024.00	-44.03
2011	6,654,450	15.31	101,880.00	32.54



# FINANCE COMMITTEE

In 2015, the Finance Committee was composed of Cindy King Chairman, Gini King Vice Chairman, Andrea Wood Clerk, Nancy Rapoza member, Mary Letourneau member and Sam Grant member.

The budget process to create the FY16 Budget got off to a late start and progressed very slowly. In an effort to balance the Budget Mr. Sheehan presented to the Finance Committee and the Board of Selectmen a letter in which he recommended some Departmental cuts which he felt could then be amended at the Special Town Meeting in the fall. The Finance Committee met with the Department heads to get a greater understanding of the increases, and after the interviews a majority of the Finance Committee voted to support Mr. Sheehan's letters. A general Budget discussion was held at which time it was pointed out that there were some inconsistencies in the salary increases and that some Departments had sizable increases while others seemed underfunded, in spite of that discussion, the Finance Committee did not do a line by line review of the Budget, and instead a majority of the Committee voted to support the Budget as presented. The main job of the Finance Committee is to make recommendations to the Town, but a majority of the Committee voted to leave the recommendation line in the Budget Article as presented by Mr. Sheehan which gave the role of recommending to the Board of Selectmen. In regard to the other financial Articles, a majority of the Committee voted to do a Recommendation Sheet consisting simply of "Recommend" or "Not Recommend," leaving any accompanying explanation to be done at Town Meeting if questions arose from the floor.

# TAX COLLECTOR/ TREASURER

TOWN REPORT  
2015

MONTH	RECEIPTS	DISBURSED	NOTES	BALANCE
BEGINNING BALANCE 6/30/14				\$ 7,369,920.87
July-14	\$ 1,713,694.68	\$ 2,448,609.55		\$ 6,635,006.00
August-14	\$ 2,827,639.93	\$ 2,968,917.30		\$ 6,493,728.63
September-14	\$ 587,795.46	\$ 1,346,132.46		\$ 5,735,391.63
October-14	\$ 3,152,445.77	\$ 1,141,234.12		\$ 7,746,603.28
November-14	\$ 1,276,736.36	\$ 2,962,097.74		\$ 6,061,241.90
December-14	\$ 819,159.67	\$ 1,875,372.24		\$ 5,005,029.33
January-15	\$ 3,614,361.38	\$ 916,858.48		\$ 7,702,532.23
February-15	\$ 1,218,629.85	\$ 3,084,527.91		\$ 5,836,634.17
March-15	\$ 1,431,374.59	\$ 1,591,030.73		\$ 5,676,978.03
April-15	\$ 3,614,998.62	\$ 698,761.73		\$ 8,593,214.92
May-15	\$ 1,214,014.69	\$ 2,866,828.34		\$ 6,940,401.27
June-15	\$ 602,829.63	\$ 543,124.84		\$ 7,000,106.06
BALANCE PERFORMANCE BONDS				\$ 2,217,954.05
TAX TITLE COLLECTED				\$ 50,542.50

Collection Activity: 7/1/2014 - 6/30/2015

			Pilot (Payments in Lieu of Tax)	\$ 10,000.00
2015	Real Estate	\$ 14,185,214.29	Title V Liens (amortized)	\$ 23,469.37
2014	Real Estate	\$ 141,790.73	Water Liens	\$ 34,075.95
2013	Real Estate	\$ 77,620.72	Interest on Taxes	\$ 103,178.68
2012	Real Estate	\$ 57,216.93	Municipal Lien Certificates	\$ 7,350.00
2011	Real Estate	\$ 1,639.09	Demand Fees	\$ 16,860.00
2015	Personal Property	\$ 441,928.53	Warrant Fees	\$ 11,329.86
2014	Personal Property	\$ 1,621.20	RMV Non-renewal	\$ 7,740.00
2013	Personal Property	\$ 599.02	NSF & Bank Charges	\$ 90.00
			Advertising Fees	\$ 10.00
2015	Motor Vehicle	\$ 972,341.35	Total	\$ 16,354,518.63
2014	Motor Vehicle	\$ 241,779.20		
2013	Motor Vehicle	\$ 15,346.27		
2012	Motor Vehicle	\$ 2,406.69		
2011	Motor Vehicle	\$ 757.62		
2010	Motor Vehicle	\$ 70.63		
2009	Motor Vehicle	\$ 82.50		

TOWN OF TOWNSEND  
COMBINED BALANCE SHEET ALL FUND TYPES AND ACCOUNT GROUPS  
JUNE 30, 2015

ASSETS	GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECTS	WATER ENTERPRISE	TRUST FUNDS	AGENCY FUND	ACCOUNT GROUPS		GROUP TOTAL
							FIXED ASSETS	LONG TERM OBLIGATIONS	
Cash, Petty Cash & Investments	\$ 1,610,615.10	\$ 3,082,006.78	\$ (39,880.06)	\$ 1,507,140.70	\$ 556,438.99	\$ 285,554.17	\$ -	\$ -	\$ 7,001,875.68
Personal Property Tax Prior	11,502.83	-	-	-	-	-	-	-	11,502.83
Personal Property Tax Current	5,174.97	-	-	-	-	-	-	-	5,174.97
Real Estate Tax Prior	189,285.25	-	-	-	-	-	-	-	189,285.25
Real Estate Tax Current	198,275.35	-	-	-	-	-	-	-	198,275.35
Provisions for Abate & Exemptions	(77,322.27)	-	-	-	-	-	-	-	(77,322.27)
Tax Liens Receivable	811,221.54	-	-	-	-	-	-	-	811,221.54
Tax Possessions	98,477.53	-	-	-	-	-	-	-	98,477.53
Deferred Tax Receivable	33,621.18	-	-	-	-	-	-	-	33,621.18
Motor Vehicle Excise Tax Prior	49,505.66	-	-	-	-	-	-	-	49,505.66
Motor Vehicle Excise Tax Current	103,604.69	-	-	-	-	-	-	-	103,604.69
Dept. Accounts Rec. Ambulance	-	186,991.91	-	-	-	-	-	-	186,991.91
Water User Charges Receivable	-	-	-	68,391.44	-	-	-	-	68,391.44
Water Other Services Receivable	-	-	-	2,086.33	-	-	-	-	2,086.33
Water Backflow Test Charges Receivable	-	-	-	100.00	-	-	-	-	100.00
Water Lien Added to Taxes	-	-	-	2,756.02	-	-	-	-	2,756.02
Water Liens Added to Tax Title	-	-	-	2,071.29	-	-	-	-	2,071.29
Loans Receivable Title 5	-	176,690.67	-	-	-	-	-	-	176,690.67
Betterments Receivable Title 5	-	35.33	-	-	-	-	-	-	35.33
Due (To)/From Government Entity	(2,037.50)	-	206,686.41	-	-	-	-	-	204,648.91
Due (To)/From Other Funds	-	-	-	-	-	-	-	-	-
Prepaid Expenditures	-	-	-	-	-	-	-	-	-
Land	-	-	-	-	-	-	-	-	-
Buildings & Improvements	-	-	-	-	-	-	-	-	-
Accum Depr Buildings & Improv	-	-	-	-	-	-	-	-	-
Machinery, Equipment, Vehicles	-	-	-	-	-	-	-	-	-
Accum Depr Mach.Equip & Vehicles	-	-	-	-	-	-	-	-	-
Infrastructure	-	-	-	-	-	-	-	-	-
Accum Depr Infrastructure	-	-	-	-	-	-	-	-	-
Construction in Progress	-	-	-	-	-	-	-	-	-
Art & Historical Treasures	-	-	-	-	-	-	-	-	-
Amt. Prov. For Landfill Monitoring Costs	-	-	-	-	-	-	-	-	-
Amt. Prov. for Retirement of Obligations	-	-	-	-	-	-	-	277,357.00	277,357.00
								3,376,359.21	3,376,359.21
<b>TOTAL ASSETS</b>	<b>\$ 3,031,924.33</b>	<b>\$ 3,445,724.69</b>	<b>\$ 166,806.35</b>	<b>\$ 1,582,545.78</b>	<b>\$ 556,438.99</b>	<b>\$ 285,554.17</b>	<b>\$ -</b>	<b>\$ 3,653,716.21</b>	<b>\$ 12,722,710.52</b>
<b>LIABILITIES &amp; FUND EQUITY</b>									
Warrants & Accounts Payable	\$ 108,899.91	\$ 6,418.51	\$ -	\$ 6,395.38	-	\$ 20,929.83	\$ -	\$ -	\$ 142,643.63
Insurance Receipts Payable	-	-	-	8,115.88	-	-	-	-	8,115.88
Employee Withholdings Payable	-	-	-	-	-	12,086.08	-	-	12,086.08
Contract Retainer Payable	-	-	-	-	-	-	-	-	-
Water User Chagres Paid in Advance	-	-	-	-	-	-	-	-	-
Deferred Revenue	-	-	206,686.41	70,577.77	-	-	-	-	277,264.18
Deferred Revenue Property Tax	326,916.13	-	-	-	-	-	-	-	326,916.13
Deferred Revenue Tax Liens	811,221.54	-	-	-	-	-	-	-	816,048.85
Deferred Revenue Tax Possession	98,477.53	-	-	4,827.31	-	-	-	-	98,477.53
Deferred Revenue Deferred Tax	33,621.18	-	-	-	-	-	-	-	33,621.18
Deferred Revenue Motor Vehicle	153,110.35	-	-	-	-	-	-	-	153,110.35
Deferred Revenue Dept. Receivable	-	186,991.91	-	-	-	-	-	-	186,991.91
Deferred Revenue Loans Rec	-	176,690.67	-	-	-	-	-	-	176,690.67
Deferred Revenue Betterments	-	35.33	-	-	-	-	-	-	35.33
Interest Payable	-	402.93	-	-	-	-	-	-	402.93
Performance Security Deposit Payable	-	3,600.00	-	3,210.36	-	252,538.26	-	-	259,348.62
Bonds Payable	-	-	730,000.00	-	-	-	-	3,376,359.21	4,106,359.21
Capital Leases Payable	-	-	-	-	-	-	-	-	-
Post Closure Landfill Obligations	-	-	-	-	-	-	-	277,357.00	277,357.00
<b>TOTAL LIABILITIES</b>	<b>\$ 1,532,246.64</b>	<b>\$ 374,139.35</b>	<b>\$ 936,686.41</b>	<b>\$ 93,126.70</b>	<b>\$ -</b>	<b>\$ 285,554.17</b>	<b>\$ -</b>	<b>\$ 3,653,716.21</b>	<b>\$ 6,875,469.48</b>
<b>FUND EQUITY</b>									
Reserve (Deficit) for Encumbrances	\$ 35,591.84	\$ -	\$ (769,880.06)	\$ 1,108.49	\$ -	\$ -	\$ -	\$ -	\$ (733,179.73)
Reserve for Expenditures	4,000.00	698,356.00	-	54,000.00	-	-	-	-	756,356.00
Reserve for Continued Appropriations	309,789.21	-	-	1,190,864.25	-	-	-	-	1,500,653.46
Reserve for Petty Cash	250.00	1,000.00	-	250.00	-	-	-	-	1,500.00
Reserve for Snow & Ice Deficit	(113,509.82)	-	-	-	-	-	-	-	(113,509.82)
Reserve for Prepaid Expenses	-	-	-	-	-	-	-	-	-
Reserve for Bond Premium	7,898.53	-	-	-	-	-	-	-	-
Reserve for Special Purposes	-	870,165.56	-	-	349,772.56	-	-	-	7,898.53
Investment in General Fixed Assets	-	-	-	-	-	-	-	-	1,219,938.12
Undesignated Fund Balance	1,255,657.93	1,502,063.78	-	243,196.34	206,666.43	-	-	-	3,207,584.48
<b>TOTAL FUND EQUITY</b>	<b>\$ 1,499,677.69</b>	<b>\$ 3,071,585.34</b>	<b>\$ (769,880.06)</b>	<b>\$ 1,489,419.08</b>	<b>\$ 556,438.99</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,847,241.04</b>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$ 3,031,924.33</b>	<b>\$ 3,445,724.69</b>	<b>\$ 166,806.35</b>	<b>\$ 1,582,545.78</b>	<b>\$ 556,438.99</b>	<b>\$ 285,554.17</b>	<b>\$ -</b>	<b>\$ 3,653,716.21</b>	<b>\$ 12,722,710.52</b>

**TOWN OF TOWNSEND  
STATEMENT OF REVENUE, BUDGET VS ACTUAL  
FISCAL YEAR JULY 1, 2014 - JUNE 30, 2015**

	<b>BUDGET</b>	<b>ACTUAL</b>	<b>FAVORABLE (UNFAVORABLE)</b>
<b>TAXES</b>			
Personal Property Tax-Prior	-	2,822.67	\$ 2,822.67
Personal Property Tax-Curr.	447,199.99	441,857.77	(5,342.22)
Real Estate - Prior	-	232,584.57	232,584.57
Real Estate - Current	14,520,195.10	14,163,598.42	(356,596.68)
Payment In Lieu Of Taxes	10,000.00	10,000.00	-
Tax Liens Receivable	2,165.00	50,542.50	48,377.50
Motor Vehicle Excise-Prior	-	241,276.03	241,276.03
Motor Vehicle Excise-Curr.	1,020,000.00	967,762.03	(52,237.97)
Room Occupancy Tax	-	-	-
Local Meals Tax	80,000.00	85,300.61	5,300.61
Special Conveyance Tax	-	-	-
Payments After Abatements	-	2,714.57	2,714.57
<b>TOTAL TAX REVENUE</b>	<b>16,079,560.09</b>	<b>16,198,459.17</b>	<b>118,899.08</b>
<b>INTEREST &amp; PENALTIES</b>			
Interest on Property Tax	100,020.00	87,787.49	(12,232.51)
Interest on Motor Vehicle	-	8,945.66	8,945.66
Interest on Tax Liens	-	19,743.26	19,743.26
Interest on Invest - Treasurer	-	5,198.47	5,198.47
Interest on Invest - Collector	-	752.55	752.55
<b>TOTAL INTEREST REVENUE</b>	<b>100,020.00</b>	<b>122,427.43</b>	<b>22,407.43</b>
<b>TAX COLLECTOR FEES</b>	<b>15,000.00</b>	<b>26,156.51</b>	<b>11,156.51</b>
<b>RENTAL INCOME</b>	<b>26,000.00</b>	<b>32,331.66</b>	<b>6,331.66</b>
<b>LICENSES &amp; PERMITS</b>			
Entertainment	450.00	450.00	-
Common Victular	500.00	575.00	75.00
Used Car	1,000.00	600.00	(400.00)
Alcoholic	10,800.00	12,135.00	1,335.00
Junk Dealer	-	100.00	100.00
Driveway Permits	2,000.00	2,475.00	475.00
Dog Licenses	6,000.00	7,190.00	1,190.00
Marriage Intentions	750.00	950.00	200.00
Raffle Permits	-	40.00	40.00
Gasoline Permits	-	80.00	80.00
Pistol Permits Class A/B License	2,500.00	2,925.00	425.00
FID Card Class C/D License	200.00	525.00	325.00
Oil & Wood Burner Permits	3,000.00	775.00	(2,225.00)
Fuel Storage Permits	2,000.00	2,625.00	625.00
Burning Permits	6,000.00	5,480.00	(520.00)
Blasting Permits	-	50.00	50.00
Tank Removal Permits	-	250.00	250.00
Sprinkler Permit	-	150.00	150.00

**TOWN OF TOWNSEND**  
**STATEMENT OF REVENUE, BUDGET VS ACTUAL**  
**FISCAL YEAR JULY 1, 2014 - JUNE 30, 2015**

	<b>BUDGET</b>	<b>ACTUAL</b>	<b>FAVORABLE (UNFAVORABLE)</b>
Septic & Well Permits	3,000.00	5,275.00	2,275.00
Tobacco Permits	300.00	625.00	325.00
Food Permits	-	165.00	165.00
Weights & Measurers	1,500.00	860.00	(640.00)
Building Permits	60,000.00	96,012.00	36,012.00
Gas & Oil Permits	8,000.00	9,023.00	1,023.00
Plumbing Permits	9,000.00	11,124.00	2,124.00
Electrical Permits	13,000.00	18,600.00	5,600.00
<b>TOTAL LICENSE REVENUE</b>	<b>130,000.00</b>	<b>179,059.00</b>	<b>49,059.00</b>
<b>FINES</b>			
Dog License Fines	500.00	1,375.00	875.00
Marajuana Citation Fines	500.00	1,100.00	600.00
Conservation Fines & Violations	-	-	-
Library Fines, Fees & Forfeits	1,503.00	2,356.03	853.03
Fire Prevention Fines Ch 148A	-	-	-
Court Fines and Restitution	8,000.00	14,159.25	6,159.25
<b>TOTAL FINES REVENUE</b>	<b>10,503.00</b>	<b>18,990.28</b>	<b>8,487.28</b>
<b>FEES AND CHARGES FOR SERVICES</b>			
<b>SELECTMEN</b>			
Memorial Hall Rent	2,000.00	150.00	(1,850.00)
Cable TV Fees	1,000.00	0.00	(1,000.00)
Other	1,500.00	0.00	(1,500.00)
<b>ASSESSORS</b>			
Passport Fees	2,000.00	2,801.00	801.00
Other	200.00	152.00	(48.00)
<b>TOWN CLERK</b>			
Dog License Fees	2,000.00	2,477.00	477.00
Street Listings	100.00	230.00	130.00
Vital Statistics	2,500.00	3,354.00	854.00
Business Certificates	700.00	645.00	(55.00)
Miscellaneous	200.00	617.82	417.82
<b>TAX COLLECTOR</b>			
Municipal Liens Certificates	7,000.00	7,350.00	350.00
Registry of M V Fees	6,000.00	6,530.00	530.00
Advertising/Instrument Fee	-	164.00	164.00
Tax Collection Fees	4,900.00	-	(4,900.00)
Miscellaneous	-	252.00	252.00
<b>TREASURER</b>			

**TOWN OF TOWNSEND**  
**STATEMENT OF REVENUE, BUDGET VS ACTUAL**  
**FISCAL YEAR JULY 1, 2014 - JUNE 30, 2015**

	BUDGET	ACTUAL	FAVORABLE (UNFAVORABLE)
<b>Tax Title Redemptions</b>	15,000.00	-	(15,000.00)
Miscellaneous	-	-	-
Other	-	169.63	169.63
<b>CONSERVATION COMMISSION</b>			
Public Hearing Fees	2,000.00	0.00	(2,000.00)
Wetland App Fee		5,241.25	5,241.25
<b>PLANNING BOARD</b>			
ANR Filing Fee	1,000.00	1,200.00	200.00
Site Plan Review Fee	2,000.00	3,656.58	1,656.58
Miscellaneous	-	4.00	4.00
Open Space Pres Devel Filing Fee	-	-	-
<b>ZONING BOARD OF APPEALS</b>			
Variance Filing fees	500.00	1,200.00	700.00
Special Permit		1,350.00	1,350.00
<b>BUILDING</b>			
Miscellaneous	-	42.25	42.25
<b>POLICE DEPARTMENT</b>			
Accident Reports	1,000.00	1,769.64	769.64
Sp. Detail Surcharge	14,000.00	15,499.85	1,499.85
Other	-	125.00	125.00
<b>TREE WARDEN</b>	-		-
<b>PARKING CLERK</b>	200.00	365.00	165.00
<b>FIRE DEPARTMENT</b>			
Fire reports	-	25.00	25.00
Smoke Alarm	4,000.00	9,050.00	5,050.00
Alarm Applications	-	350.00	350.00
Other	100.00	196.84	96.84
<b>HIGHWAY</b>	-		-
Miscellaneous/Scrap	-	4,028.20	4,028.20

**TOWN OF TOWNSEND**  
**STATEMENT OF REVENUE, BUDGET VS ACTUAL**  
**FISCAL YEAR JULY 1, 2014 - JUNE 30, 2015**

	<b>BUDGET</b>	<b>ACTUAL</b>	<b>FAVORABLE (UNFAVORABLE)</b>
<b>CEMETERY/PARKS</b>			
Miscellaneous		325.00	325.00
<b>COUNCIL ON AGING</b>	-	8.50	8.50
<b>HEALTH &amp; SANITATION</b>			
Other	-		-
Miscellaneous		120.00	120.00
<b>LIBRARY</b>			
Other	100.00	1,170.00	1,070.00
<b>TOTAL FEE REVENUE</b>	70,000.00	70,619.56	619.56
<b>Misc Non-Recurring (sale of property)</b>	-	48,164.12	48,164.12
<b>TOTAL MISC NON-RECURRING</b>		48,164.12	48,164.12
<b>STATE RECEIPTS</b>			
Add'l Polling Hours	-	1,707.00	1,707.00
Abate - Blind/Vets/Spouse/Elderly	45,966.00	52,832.00	6,866.00
Veteran Benefits	39,534.00	39,084.00	(450.00)
General Aid	1,169,456.00	1,169,456.00	-
State Owned Land	165,283.00	165,283.00	-
State Assessments	(70,362.00)	-70,362.00	-
<b>TOTAL STATE RECEIPTS</b>	1,349,877.00	1,358,000.00	8,123.00
<b>TOTAL REVENUE RECEIVED</b>	17,780,960.09	18,054,207.73	225,083.52
<b>OTHER FINANCING SOURCE</b>			
Bond Premiums	5,216.25	5,216.25	-
<b>ACCOUNTING - Intermunicipal Reimb</b>	13,477.00	8,232.60	(5,244.40)
<b>INTERFUND TRANSFERS</b>			
Government Access	30,000.00	30,000.00	-
Receipts Reserved for Approp	280,634.00	363,853.00	83,219.00
Stabilization	-		-
Water Enterprise	183,000.00	170,951.00	(12,049.00)
Capital Stabilization	277,404.00	277,404.00	-
<b>TOTAL INTERFUND TRANSFERS</b>	771,038.00	842,208.00	65,925.60
<b>TOTAL RECEIPTS</b>	18,570,691.34	18,909,864.58	\$ 291,009.12

**TOWN OF TOWNSEND  
RECONCILIATION OF UNDESIGNATED FUND BALANCE  
JUNE 30, 2015**

<b>BEGINNING BALANCE 07/01/14</b>	<b>\$</b>	<b>1,122,121.68</b>	
<b>INCREASES TO FUND BALANCE</b>			
REVERSE PY F/B RESERVED FOR CONT APPROP		400,239.76	
REVERSE PY F/B RESERVED FOR EXPENDITURES			
REVERSE PY F/B RESERVED FOR ENCUMBRANCES		21,708.58	
REVERSE PY F/B RESERVED FOR PREPAID EXP		2,359.85	
REVERSE PY F/B RESERVED FOR OVERLAY RELEASE		7,278.93	
REVERSE PY F/B RESERVED FOR EXPENDITURES		40,343.00	
REVENUE RECEIVED		18,062,457.33	
REVENUE - BOND PREMIUMS			
OTHER FINANCING SOURCES - TRANSFERS		845,450.40	
<b>DECREASES TO FUND BALANCE</b>			
ESTABLISH F.B. RESERVE FOR EXPENDITURES - FREE CASH VOTES		(4,000.00)	
ESTABLISH F.B. RESERVE FOR EXPENDITURES - REPURPOSED APPROP			
ESTABLISH F.B. RESERVE FOR EXPENDITURES - OVERLAY SURPLUS			
ESTABLISH F.B. RESERVE FOR CONTINUED APPROP.		(309,789.21)	
ESTABLISH F.B. RESERVE FOR ENCUMBRANCES		(35,591.84)	
ESTABLISH F.B. RESERVE FOR SNOW AND ICE DEFICIT		113,509.82	
ESTABLISH F.B. RESERVE FOR REDUC OF DEBT SVS		-	
ESTABLISH F.B. RESERVE FOR PETTY CASH			
EXPENDITURES		(19,010,430.37)	
OTHER FINANCING USES			
<b>ENDING BALANCE 06/30/14</b>	<b>\$</b>	<b>1,255,657.93</b>	
		=====	
 RESERVE FOR BOND PREMIUM FUND BALANCE, BEG		1,660.10	11,454.68
AMORTIZATION OF BOND PREMIUMS		(250.42)	(4,965.82)
RESERVE FOR BOND PREMIUM FUND BALANCE, END		<u>1,409.68</u>	<u>6,488.86</u>



**TOWN OF TOWNSEND**  
**COMBINED BALANCE SHEET FOR SPECIAL REVENUE FUNDS**  
**JULY 1, 2014 - JUNE 30, 2015**

	Federal Grants	State Grants	Receipts Reserved	Revolving	Other	Stabilization	Total
Cash	\$ 26,002.43	\$ (12,467.03)	\$ 786,200.46	\$ 123,509.55	\$ 329,079.59	\$ 1,829,681.78	\$ 3,082,006.78
Prepaid Expenses	-	-	-	-	-	-	-
Due (to)/from Other Funds	-	-	-	-	-	-	-
Department Receivable - Ambulance	-	-	186,991.91	-	-	-	186,991.91
Loans Receivable - Title V	-	-	176,690.67	-	-	-	176,690.67
Betterments Receivable - Title V	-	-	35.33	-	-	-	35.33

**Total Assests**  
**\$ 26,002.43 \$ (12,467.03) \$ 1,149,918.37 \$ 123,509.55 \$ 329,079.59 \$ 1,829,681.78 \$ 3,445,724.69**

Warrants & Accounts Payable	\$ -	\$ 901.59	\$ -	\$ 1,623.88	\$ 3,893.04	\$ -	\$ 6,418.51
Deferred Revenue - Dept Receivable	-	-	186,991.91	-	-	-	186,991.91
Deferred Revenue - Loans Receivable	-	-	176,690.67	-	-	-	176,690.67
Deferred Revenue - Betterments Receivable	-	-	35.33	-	-	-	35.33
Other Liabilities	402.93	-	-	-	3,600.00	-	4,002.93

**Total Liabilities**  
**\$ 402.93 \$ 901.59 \$ 363,717.91 \$ 1,623.88 \$ 7,493.04 \$ - \$ 374,139.35**

Fund Balance:

Reserved for Special Purposes	\$ 25,599.50	\$ (13,368.62)	\$ 445,462.46	\$ 120,885.67	\$ 291,586.55	\$ -	\$ 870,165.56
Reserved for Petty Cash	-	-	-	1,000.00	-	-	1,000.00
Reserved for Prepaid Expenditures	-	-	-	-	-	-	-
Reserved for Expenditures	-	-	340,738.00	-	30,000.00	327,618.00	698,356.00
Undesignated	-	-	-	-	-	1,502,063.78	1,502,063.78

**Total Fund Balance**  
**\$ 25,599.50 \$ (13,368.62) \$ 786,200.46 \$ 121,885.67 \$ 321,586.55 \$ 1,829,681.78 \$ 3,071,585.34**

**Total Liabilities and Fund Balance**  
**\$ 26,002.43 \$ (12,467.03) \$ 1,149,918.37 \$ 123,509.55 \$ 329,079.59 \$ 1,829,681.78 \$ 3,445,724.69**

**TOWN OF TOWNSEND  
WATER ENTERPRISE FUND - OPERATIONS  
RECONCILIATION OF UNRESERVED RETAINED EARNINGS  
JUNE 30, 2015**

<b>BEGINNING BALANCE 07/01/14</b>	<b>\$</b>	<b>312,085.66</b>
<b>INCREASES TO RETAINED EARNINGS</b>		
REVERSE PY R/E RESERVED FOR PREPAID EXP		
REVERSE PY R/E RESERVED FOR CONT APPROP		1,077,996.39
REVERSE PY R/E RESERVED FOR EXPENDITURES		50,000.00
REVERSE PY R/E RESERVED FOR PETTY CASH		250.00
REVENUE RECEIVED		1,082,498.43
REVENUE RECEIVED - MISC RECEIPTS		1,522.38
OTHER FINANCING SOURCES - EARNINGS ON INVEST		3,208.11
<b>DECREASES TO RETAINED EARNINGS</b>		
ESTABLISH RESERVE FOR CONTINUED APPROP.		(1,190,864.25)
ESTABLISH RESERVE FOR ENCUMBRANCES		(1,108.49)
ESTABLISH RESERVE FOR EXPENDITURES		(54,000.00)
ESTABLISH RESERVE FOR PETTY CASH		(250.00)
EXPENDITURES		(867,191.51)
OTHER FINANCING USES - REIMB TO GENERAL FUND		(170,950.74)
<b>ENDING BALANCE 06/30/15</b>	<b>\$</b>	<b>243,195.98</b>
		=====

**TOWN OF TOWNSEND  
TRUST FUNDS COMBINED BALANCE SHEET  
JUNE 30, 2015**

<b>ASSETS</b>	<b>NON EXPENDABLE TRUSTS</b>	<b>EXPENDABLE TRUSTS</b>	<b>TOTAL</b>
Cash, Restricted	\$ 349,772.56	\$0.00	\$349,772.56
Cash, Unrestricted	-	206,666.43	206,666.43
Due From Other Funds	-	-	-
<b>TOTAL ASSETS</b>	<b>349,772.56</b>	<b>206,666.43</b>	<b>556,438.99</b>
<b>LIABILITIES</b>			
Warrants Payable	-	-	-
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCES</b>			
Amanda E Dwight Poor Fund	-	78,011.23	78,011.23
Albert J Atwood Worthy Fund	16,000.71	10,776.26	26,776.97
Abram S French Welfare Fund	10,000.00	5,278.89	15,278.89
Susan Wilson Worthy Fund	634.00	3,807.99	4,441.99
Charles A Sloan Memorial Fund	7,507.50	209.41	7,716.91
Maria L Lane School Fund	1,500.00	951.66	2,451.66
Spaulding Alumni Fund	1,500.00	3,142.48	4,642.48
Francis E Boucher Memorial Fund	600.00	1,281.62	1,881.62
Amanda E Dwight Library Fund	-	15,168.64	15,168.64
Stephen Coffey Library Fund	500.00	301.62	801.62
Charles Emery Library Fund	500.00	513.26	1,013.26
Lorraine Peterson Library Fund	368.00	535.50	903.50
Mary Worcester Library Fund	5,000.00	3,282.26	8,282.26
Townsend Grange Library Fund	100.00	153.02	253.02
Walter & Beuhla Murray Fund	500.00	625.57	1,125.57
Frances Rafferty Library Fund	4,500.00	200.03	4,700.03
H.A.R.T. Library Donations	-	690.45	690.45
Hale Memorial Library Trust	917.00	56.48	973.48
Amanda E Dwight Concert Fund	-	1,803.92	1,803.92
M E Homer W.T. Reading Room	10,000.00	10,560.67	20,560.67
W Townsend Reading Room Grange	200.00	36.21	236.21
John Birney Blood Monument Fund	5,055.85	3,042.78	8,098.63
Memorial Common	1,400.00	23.88	1,423.88
Charles & Gertrude Packard Parks	5,000.00	515.10	5,515.10
Bandstand Fund	3,026.50	968.21	3,994.71
Amanda E Dwight Cemetery Fund	-	6,526.24	6,526.24
Cemetery Perpetual Care	265,038.00	15,463.92	280,501.92
Maude Hyde Gates Cemetery Fund	500.00	380.13	880.13
Joel Giles Cemetery Fund	2,200.00	1,175.30	3,375.30
James N Tucker Cemetery Fund	500.00	37.12	537.12
Combined Floral Funds	6,725.00	1,410.34	8,135.34
M C MacEarchern Memorial Fund	-	4,203.68	4,203.68
Conservation Fund	-	32,259.84	32,259.84
Memorial Hall Preservation	-	1,935.40	1,935.40
Town Common Holiday Lighting	-	1,337.32	1,337.32
<b>TOTAL FUND BALANCES</b>	<b>349,772.56</b>	<b>206,666.43</b>	<b>556,438.99</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$349,772.56</b>	<b>\$206,666.43</b>	<b>\$556,438.99</b>

**TOWN OF TOWNSEND  
STATEMENT OF LONG TERM OBLIGATIONS  
JUNE 30, 2015**

**BONDS  
PAYABLE**

**GENERAL OBLIGATION BOND - REFUNDED**

Memorial Hall/ Conservation Land/ Water/Fire Truck

Original Loan: \$2,882,000.00

Dated June 15, 1999

New Funding: \$765,000.00

Declining Principal

Due 12/15/1999 - 12/15/2017

BALANCE: \$ 670,000.00

**GENERAL OBLIGATION BOND**

Harbor Fire Station/6 & 13 Elm/Landfill Capping

Original Loan: \$3,374,000.00

Dated June 15, 2004

Declining Principal

Due 12/15/2004 - 06/15/2024

BALANCE: 1,395,000.00

**WATER POLLUTION ABATEMENT TRUST**

Title V Homeowner Loan Program

Original Loan: \$196,061.00

Dated February 1, 1999

Declining Principal

Due 08/01/2002 - 08/01/2019

BALANCE: 53,915.00

**WATER POLLUTION ABATEMENT TRUST**

Title V Homeowner Loan Program - Grant II

Original Loan: \$138,182.00

Dated February 1, 2004

Declining Principal

Due 08/01/2004 - 08/01/2022

BALANCE: 58,178.00

**WATER POLLUTION ABATEMENT TRUST**

Title V Homeowner Loan Program - Grant III

Original Loan: \$190,499.50

Dated December 14, 2007

Declining Principal

Due 07/15/2008 - 07/15/2027

BALANCE 123,824.50

**WATER POLLUTION ABATEMENT TRUST**

Water Ent - East Side Improvement - Phase I

Original Loan: \$695,639.00

Dated November 16, 2005

Declining Principal

Due 07/15/2006 - 07/15/2025

BALANCE: 418,414.00

**WATER POLLUTION ABATEMENT TRUST**

Water Ent - East Side Improvement - Phase II

Original Loan: \$1,035,361.00

Dated December 14, 2006

Declining Principal

Due 07/15/2007 - 07/15/2026

BALANCE: 657,027.71

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\$ 3,376,359.21  
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**TOWN OF TOWNSEND**  
**CHANGES IN FUND BALANCE FOR EXPENDABLE TRUST FUNDS**  
**JULY 1, 2014 - JUNE 30, 2015**

NAME	BALANCE JULY 1, 2014	INVESTMENT INCOME	OTHER RECEIPTS	EXPENDED OTHER	EXPENDED PAYROLL	BALANCE JUNE 30, 2015
Amanda E Dwight Worthy Fund	\$ 74,737.40	\$ 3,473.83		\$ (200.00)	\$ -	\$ 78,011.23
Albert J Atwood Worthy Fund	12,844.78	325.04		(2,393.56)	-	10,776.26
Abram S French Welfare Fund	4,914.79	1,345.77		(981.67)	-	5,278.89
Susan Wilson Worthy Fund	4,254.76	53.23		(500.00)	-	3,807.99
Charles A Sloan Memorial Fund	118.38	91.03			-	209.41
Maria L Lane School Fund	1,422.74	28.92		(500.00)	-	951.66
Spaulding Alumni Fund	3,087.71	54.77			-	3,142.48
Francis E Boucher Mem. Fund	1,259.44	22.18			-	1,281.62
Amanda E Dwight Library Fund	17,734.97	3,547.92		(6,114.25)	-	15,168.64
Stephen Coffey Library Fund	292.17	9.45			-	301.62
Charles Emery Library Fund	501.30	11.96			-	513.26
Lorraine Peterson Library Fund	524.84	10.66			-	535.50
Mary Worcester Library Fund	3,184.57	97.69			-	3,282.26
Townsend Grange Library Fund	150.03	2.99			-	153.02
Walter & Beulah Murray Library	612.30	13.27			-	625.57
Frances Rafferty Library Fund	128.41	71.62			-	200.03
H.A.R.T. Library Donations	591.61	1,086.84		(988.00)	-	690.45
Hale Memorial Library Trust	44.64	11.84			-	56.48
Amanda E Dwight Entertainment Fund	2,915.32	2,513.60		(3,625.00)	-	1,803.92
M E Homer W.T. Reading Rm	13,695.47	275.24		(3,410.04)	-	10,560.67
W. Townsend Reading Rm Grange	33.42	2.79			-	36.21
John Birney Blood Monument Fund	8,922.53	120.25		(6,000.00)	-	3,042.78
Memorial Common	339.04	23.84		(339.00)		23.88
Charles & Gertrude Packard Parks	450.06	65.04			-	515.10
Bandstand Fund	920.99	47.22			-	968.21
Amanda Dwight Cemetery Fund	10,273.28	1,698.31		(5,445.35)	-	6,526.24
Cemetery Perpetual Care	13,272.85	3,914.73		(1,723.66)	-	15,463.92
Maude Hyde Gates Cemetery Fund	401.61	10.52		(32.00)	-	380.13
Joel Giles Cemetery Fund	1,135.45	39.85			-	1,175.30
James N Tucker Cemetery Fund	30.78	6.34			-	37.12
Combined Floral Funds	1,622.50	95.84		(308.00)	-	1,410.34
M C MacEarchern Memorial Fund	4,154.07	49.61			-	4,203.68
Conservation Fund	31,805.70	454.14			-	32,259.84
Memorial Hall Preservation	1,912.58	22.82			-	1,935.40
Town Common Holiday Lights	1,772.86	22.49		(458.03)	-	1,337.32
Total Fund Balances	\$ 220,063.35	\$ 19,621.64	\$ -	\$ (33,018.56)	\$ -	\$ 206,666.43

**TOWN OF TOWNSEND**  
**CHANGES IN FUND BALANCE FOR SPECIAL REVENUE FUNDS**  
**JULY 1, 2014 - JUNE 30, 2015**

<u>CODE</u>		<u>BEGINNING BALANCE</u>	<u>RECEIPTS</u>	<u>TRANSFERS INTRA-FUND</u>	<u>TRANSFERS INTER-FUND</u>	<u>EXPENDED PAYROLL</u>	<u>EXPENDED OTHER</u>	<u>ENDING BALANCE</u>
FGCD	BOS - CDBG Program Inc Fund Townsend	53,563.82	10,129.67					63,693.49
FGCD	BOS - CDBG Program Inc Fund Ashby	17.90	0.20					18.10
FGEM	TEMA Emergency Planning Grant	(1,039.50)	313.00				(6,133.13)	(6,859.63)
FGEM	HWY-MEMA Feb 2015 Blizzard Grant	-					(36,197.65)	(36,197.65)
FGOFG	FAC - ARRA Energy Efficiency Grant	52.42	-				-	52.42
FGPS	PD - Law Enforcement Grant	1,153.76					(1,000.00)	153.76
FGPS	PD - Body Armor Matching Federal Grant	(525.00)					(795.00)	(1,320.00)
FGPS	PD - Governor's Highway Safety Grant	41.60	-				-	41.60
FGPS	PD-Cops in School Fed Grant	-	6,017.40				-	6,017.40
FGPS	F/EMS - DHS Assistance Grant	-					-	-
FGPS	F/EMS - Volunteer Fire Assistance Grant	0.01						0.01
OGSD	CEM/PKS - Burial Ground Donation	621.00	-				-	621.00
OGSD	CEM/PKS - Bandstand Fund	2,866.85	-				(488.23)	2,378.62
OGSD	CEM/PKS - Playground Donations	383.85	2,981.00				(234.22)	3,130.63
OGSD	CEM/PKS - American Flag Committee	2,436.94	2,195.49				(250.00)	4,382.43
OGSD	CEM/PKS - Town Common Maint Donation	660.92	505.00				(525.50)	640.42
OGSD	BOH - Composting Bins Donations	92.75	-				-	92.75
OGSD	COA - Elder Affairs Gifts & Donations	3,557.76	2,094.00				(82.00)	5,651.76
OGSD	COA - Line Dancing Donations	87.00	-				(850.12)	5.00
OGSD	COA - Arts & Crafts Donations - F.Araujo	866.81	1,197.00				-	1,213.69
OGSD	LIB - Collection Augmentation Donation	53.08	-				-	53.08
OGSD	LIB - Extended Operating Hours Donation	199.78	4,640.00			(4,175.68)	-	664.10
OGSD	LIB - Compact Disk Antitrust Settlement Gift	0.88	-				-	0.88
OGSD	LIB - Memorial Gifts	19.95	850.00				(489.79)	380.16
OGSD	LIB - Carolyn Kenney Gift	1,112.75					(624.34)	488.41
OGSD	REC - Gifts & Fundraising for Building	22,890.44					-	22,890.44
OGSD	VETS - Memorial Marker Gifts	604.71					-	604.71
OGSD	MISC - Sam Thorpe Prints	14,180.49	-				-	14,180.49
OGSD	BOS - Capital Donations	1,485.00	-				-	1,485.00
OGSD	WTRR Gifts and Donations	1,401.18					-	1,401.18
OGSD	PD - Donations & Gifts	8,592.98	4,249.90				(3,701.60)	9,141.28
OGSD	PD - Donations - DARE	2,388.80	450.00				-	2,838.80
OGSD	PD - Donations - Quimby Invest Fund	332.42	-				-	332.42
OGSD	PD - Donations - Quimby Invest Fund	3,840.08	-				-	3,840.08
OGSD	PD - Comm Found-Alliance Against Drugs	813.29	205.00				(25.00)	993.29
OGSD	F/EMS - Gifts & Donations	136,054.91	47,521.15	(30,000.00)			-	153,576.06
OSPD	BOS- Cablevision Access Account							

**TOWN OF TOWNSEND**  
**CHANGES IN FUND BALANCE FOR SPECIAL REVENUE FUNDS**  
**JULY 1, 2014 - JUNE 30, 2015**

<b>CODE</b>	<b>BEGINNING BALANCE</b>	<b>RECEIPTS</b>	<b>TRANSFERS INTRA-FUND</b>	<b>TRANSFERS INTER-FUND</b>	<b>EXPENDED PAYROLL</b>	<b>EXPENDED OTHER</b>	<b>ENDING BALANCE</b>
OSPD	17,180.47	-				-	17,180.47
OSRF	2,432.44	29.04				-	2,461.48
OSRF	255.51	17.96				-	273.47
OSRF	295.24	720.69				(700.00)	315.93
OSRF	166.06	1.99					168.05
OSRF	1,089.49	13.01					1,102.50
OSRF	20,022.41	239.01					20,261.42
OSRF	1,813.41	21.65					1,835.06
OSRF	2,164.00	25.84					2,189.84
OSRF	3,438.06	80.35					3,518.41
OSRF	-	1,876.37				(1,875.00)	1.37
OSRF	-	5,272.13				(5,250.00)	22.13
OSRF	446.14	5.31					451.45
OSRF	93.93	0.83					94.76
OSRF	(26,741.95)	159,781.73			(151,971.31)		(18,931.53)
OSrf	-	13,923.00				(13,923.00)	-
OSRF	1,075.00	-				(595.80)	479.20
OSRF	1,140.22	750.14			(1,651.14)		239.22
OSRF	-	10,000.00				(2,408.75)	7,591.25
OSRF	35.15	-				-	35.15
OSRF	103.57	-				-	103.57
OSRF	119.04	-				-	119.04
OSRF	54.71	-				-	54.71
OSRF	22,978.05	27,745.85				(29,690.98)	21,032.92
OSRF	3,000.00	-				(3,000.00)	-
OST5	175,515.06	47,334.84	(27,538.00)				195,311.90
RRAB	142,045.14	379,790.20	(304,000.00)				217,835.34
RROR	6,894.90	3,780.00	(2,900.00)			-	7,774.90
RRSL	600.00	7,640.00	(6,300.00)				1,940.00
RRWP	28,847.75	1,727.50			(5,611.76)	(2,363.17)	22,600.32

**TOWN OF TOWNSEND**  
**CHANGES IN FUND BALANCE FOR SPECIAL REVENUE FUNDS**  
**JULY 1, 2014 - JUNE 30, 2015**

<u>CODE</u>	<u>BEGINNING BALANCE</u>	<u>RECEIPTS</u>	<u>TRANSFERS INTRA-FUND</u>	<u>TRANSFERS INTER-FUND</u>	<u>EXPENDED PAYROLL</u>	<u>EXPENDED OTHER</u>	<u>ENDING BALANCE</u>
RVBH	BOH - Solid Waste Revolving	12,556.96			(4,916.29)	(3,663.98)	14,097.68
RVCM	CEM/PKS - Cemetery Revolving Fund	30,676.70			(12,657.25)	(12,308.38)	30,962.22
RVFAM	F/EMS - Fire Alarm Maintenance Revolving	1,865.82			(43.88)		6,716.61
RVMH	FAC - Meeting Hall Complex Revolving	515.00				(652.47)	4,353.21
RVRC	REC - Revolving Fund	52,081.14	1,000.00		(37,584.14)	(19,277.35)	65,755.95
SGCOA	COA - Elder Affairs Formula Grant	8,255.20			(3,744.67)	(10,717.10)	1,273.34
SGCOA	COA - Elder Affairs LRTA Grant	49,688.07		(20,477.80)	(24,999.06)	(6,841.60)	(4,974.21)
SGCR	TCC - Arts Lottery Council	4,529.48				(3,635.27)	3,402.71
SGCR	PARKS-Blood Monument Grant	-				(3,900.00)	-
SGGG	CON COM - Toxic Use Reduction Grant	-				-	666.48
SGGG	DEV - Green Communities Grant	-			(5,335.04)	(16,234.65)	(26,580.91)
SGLB	LIB - State Incentive Grant	14,095.86			(256.38)	(10,562.44)	8,401.74
SGLB	LIB - Public Library Match Fundraising Grant	-				-	277.99
SGSG	BOH - ER Preparedness Coalition Grant	772.41					772.41
SGSG	BOH - SMRP Small Scale Recycle Grant	(161.35)					627.81
SGSG	BOH - SMR Recycle Enforce Coordinator Gt	(1,346.87)			(2,529.27)		(763.80)
OSMW	BOH - Septic Title V Repair Grant	12,594.76			(2,372.99)		12,594.76
SGPS	PD - Local Law Enforcement Grant	85.05				-	85.05
SGPS	PD - Community Policing Grant	4,588.03				-	4,588.03
SGPS	F/EMS - Right to Know Law	154.36				-	154.36
SGPS	F/EMS - S.A.F.E. Grant	8,266.78				-	340.26
SGPS	F/EMS - S.A.F.E. Grant	2,813.50			(2,178.51)	(5,748.01)	2,813.50
SGPS	F/EMS - S.A.F.E. Grant - Seniors	7,218.00				-	7,218.00
SGPS	COMM CTR - PSAP Grant Training FY12	1,904.40				-	0.00
SGPS	COMM CTR - PSAP Grant Training FY13	9,484.39				-	0.00
SGPS	COMM CTR - PSAP Grant Equipment FY13	(897.02)				-	0.00
SGPS	COMM CTR - PSAP FY14 Leadership Grt	(4,400.70)				-	(4,400.70)
SGPS	COMM CTR - PSAP FY14 Training/Equip Gt	(26,538.60)				-	(20,500.43)
SGPW	HWY - State Machinery Fund	634.99				-	634.99
	Fund Balance Res. For Petty Cash/Prepays	1,100.00	(1,100.00)		-	-	-
	Fund Balance Res. For Expenditures	373,376.00	370,738.00	(373,376.00)	-	-	370,738.00
	Total Fund Balances	\$ 1,150,422.31	(100.00)	(393,853.80)	\$(260,027.37)	\$ (204,744.53)	\$ 1,241,903.56
		=====	=====	=====	=====	=====	=====
	<b>STABILIZATION FUNDS:</b>						
	Stabilization Fund	\$ 1,070,347.12	(80,371.00)	200,000.00	\$ -	-	\$ 1,204,796.89
	Fund Balance Res. For Expenditures	\$ -	80,371.00				\$ 80,371.00
	Stabilization Fund - Capital	340,566.75	(247,247.00)	200,000.00	-	-	297,266.89
	Fund Balance Res. For Expenditures	277,404.00	247,247.00	(277,404.00)	-	-	247,247.00
		=====	=====	=====	=====	=====	=====
	Total Stabilization Funds Balance	\$ 1,688,317.87	-	122,596.00	\$ -	-	\$ 1,829,681.78
		=====	=====	=====	=====	=====	=====



**TOWN OF TOWNSEND  
BALANCE SHEET - CAPITAL PROJECTS  
JUNE 30, 2015**

	Genova Land Purchase	Recycle Ctr Upgrade	Capital Road Improv	Capital Budget Items	Highway Imprv Ch 90	TOTALS
<b><u>ASSETS</u></b>						
Cash						
Due From the Commonwealth	-\$0.08 0.08	\$93,489.33 -	\$ (50,000.00) -	\$ 80,456.69 -	\$ (163,826.00) 206,686.33	(\$39,880.06) 206,686.41
<b>TOTAL ASSETS</b>	\$ -	\$ 93,489.33	\$ (50,000.00)	\$ 80,456.69	\$ 42,860.33	\$166,806.35
<b><u>LIABILITIES</u></b>						
Warrants Payable	-	-	-	-	-	-
Bond Anticipation Note Payable	-	-	100,000.00	630,000.00	-	730,000.00
Deferred Revenue	0.08	-	-	-	206,686.33	206,686.41
<b>TOTAL LIABILITIES</b>	0.08	-	100,000.00	630,000.00	206,686.33	936,686.41
<b><u>FUND BALANCES</u></b>						
Undesignated Fund Balance	-	-	-	-	-	-
Reserve for Encumbrances	(0.08)	93,489.33	(150,000.00)	(549,543.31)	(163,826.00)	(769,880.06)
<b>TOTAL FUND BALANCES</b>	(0.08)	93,489.33	(150,000.00)	(549,543.31)	(163,826.00)	(769,880.06)
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	\$ -	\$ 93,489.33	\$ (50,000.00)	\$ 80,456.69	\$ 42,860.33	\$ 166,806.35

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Group 1: Segment 3: Department Code: 119 - Charter Commission							
Expenses							
001-01-119-5300-2010-000	CH COM PROF & TECH-LEGAL/CONSULT	0.00	0.00	4,909.19	0.00	4,909.19	0.00
Total Group 3: Expenses							
		0.00	0.00	4,909.19	0.00	4,909.19	0.00
-----							
Total Group 1: Segment 3: Department Code: 119 - Charter Commission							
Group 1: Segment 3: Department Code: 122 - Board of Selectmen							
Personnel							
001-01-122-5100-0000-000	BOS SALARY - TOWN ADMINISTRATOR	-97,850.00	97,850.00	97,850.00	-97,850.00	0.00	100.00
001-01-122-5112-0000-000	BOS WAGES - SUPPORT STAFF	-25,054.32	30,797.00	30,797.00	-25,054.32	5,742.68	81.35
001-01-122-5122-0000-000	BOS WAGES - OTHER (VAC BB & CELL/ T	-3,624.30	4,779.00	4,779.00	-3,624.30	1,154.70	75.84
Total Group 3: Personnel							
		-126,528.62	133,426.00	133,426.00	-126,528.62	6,897.38	94.83
Expenses							
001-01-122-5300-0000-000	BOS PROF SERVICES	-3,816.88	1,300.00	5,800.00	-3,816.88	1,983.12	65.81
001-01-122-5340-0000-000	BOS COMMUNICATIONS	0.00	150.00	150.00	0.00	150.00	0.00
001-01-122-5420-0000-000	BOS OFFICE SUPPLIES	-524.75	1,150.00	1,150.00	-524.75	625.25	45.63
001-01-122-5580-0000-000	BOS OTHER SUPPLIES	0.00	300.00	300.00	0.00	300.00	0.00
001-01-122-5710-0000-000	BOS TRAVEL/MILEAGE-IN STATE	0.00	200.00	200.00	0.00	200.00	0.00
001-01-122-5730-0000-000	BOS DUES & MEMBERSHIPS	-7,443.63	5,000.00	5,000.00	-7,443.63	-2,443.63	148.87
001-01-122-5780-0000-000	BOS OTHER CHARGES	-514.82	3,100.00	3,100.00	-514.82	2,585.18	16.61
Total Group 3: Expenses							
		-12,300.08	11,200.00	15,700.00	-12,300.08	3,399.92	78.34
-----							
Total Group 1: Segment 3: Department Code: 122 - Board of Selectmen							
		-138,828.70	144,626.00	149,126.00	-138,828.70	10,297.30	93.09
Group 1: Segment 3: Department Code: 124 - BOS Special Articles							
Expenses							
001-01-124-5300-2012-000	HEALTHCARE CONSULTING STM 11/12 A	0.00	0.00	4,500.00	0.00	4,500.00	0.00
001-01-124-5870-2014-000	BOS - TOWN HALL MULTI USE COPIER/P	0.00	0.00	1,588.87	0.00	1,588.87	0.00
001-01-124-5870-2015-000	A4ATM5/5/15COPIER/SCANNER/PRINTER	0.00	8,000.00	8,000.00	0.00	8,000.00	0.00
Total Group 3: Expenses							
		0.00	8,000.00	14,088.87	0.00	14,088.87	0.00
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# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number				Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
				0.00	8,000.00	14,088.87	0.00	14,088.87	0.00
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Total Group 1: Segment 3: Department		Code: 124 - BOS Special Articles		0.00	8,000.00	14,088.87	0.00	14,088.87	0.00
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Group 1: Segment 3: Department		Code: 125 - Unpaid Bills							
Expenses									
001-01-125-5200-0000-000	UNPAID BILLS			-1,166.95	1,200.00	1,200.00	-1,166.95	33.05	97.25
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Total Group 3: Expenses				-1,166.95	1,200.00	1,200.00	-1,166.95	33.05	97.25
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Total Group 1: Segment 3: Department		Code: 125 - Unpaid Bills		-1,166.95	1,200.00	1,200.00	-1,166.95	33.05	97.25
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Group 1: Segment 3: Department		Code: 131 - Finance Committee							
Expenses									
001-01-131-5300-0000-000	FIN COM PROFESSIONAL SERVICES - TR			-150.00	300.00	300.00	-150.00	150.00	50.00
001-01-131-5730-0000-000	FIN COM DUES & MEMBERSHIPS			-176.00	200.00	200.00	-176.00	24.00	88.00
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Total Group 3: Expenses				-326.00	500.00	500.00	-326.00	174.00	65.20
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Total Group 1: Segment 3: Department		Code: 131 - Finance Committee		-326.00	500.00	500.00	-326.00	174.00	65.20
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Group 1: Segment 3: Department		Code: 132 - Reserve Fund							
Special									
001-01-132-5000-0000-000	FIN COM RESERVE FUND			0.00	29,500.00	10,800.00	0.00	10,800.00	0.00
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Total Group 3: Special				0.00	29,500.00	10,800.00	0.00	10,800.00	0.00
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Total Group 1: Segment 3: Department		Code: 132 - Reserve Fund		0.00	29,500.00	10,800.00	0.00	10,800.00	0.00
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Group 1: Segment 3: Department		Code: 135 - Accounting							
Personnel									
001-01-135-5100-0000-000	ACCOUNTING SALARY - TOWN ACCOUNT			-41,819.09	51,334.00	51,334.00	-41,819.09	9,514.91	81.46
001-01-135-5112-0000-000	ACCOUNTING WAGES-SUPPORT STAFF			-5,666.35	4,330.00	4,330.00	-5,666.35	-1,336.35	130.86
001-01-135-5190-0000-000	ACCOUNTING OTHER STIPEND - LONGE			-600.00	600.00	600.00	-600.00	0.00	100.00
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Total Group 3: Personnel				-48,085.44	56,264.00	56,264.00	-48,085.44	8,178.56	85.46
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Expenses									
001-01-135-5300-0000-000	ACCOUNTING PROF & TECH SERVICES			-310.37	500.00	500.00	-310.37	189.63	62.07
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Town of Townsend

Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-01-135-5301-0000-000	ACCOUNTING PROF & TECH SVS - AUDI	-21,500.00	16,500.00	28,000.00	-21,500.00	6,500.00	76.79
001-01-135-5420-0000-000	ACCOUNTING OFFICE SUPPLIES	-864.70	750.00	750.00	-864.70	-114.70	115.29
001-01-135-5710-0000-000	ACCOUNTING TRAVEL/MILEAGE IN-STAT	0.00	350.00	350.00	0.00	350.00	0.00
001-01-135-5730-0000-000	ACCOUNTING DUES & MEMBERSHIPS	-285.00	300.00	300.00	-285.00	15.00	95.00
Total Group 3: Expenses		-22,960.07	18,400.00	29,900.00	-22,960.07	6,939.93	76.79
		-71,045.51	74,664.00	86,164.00	-71,045.51	15,118.49	82.45
Total Group 1: Segment 3: Department		-71,045.51	74,664.00	86,164.00	-71,045.51	15,118.49	82.45
Group 1: Segment 3: Department Code: 141 - Board of Assessors							
Personnel							
001-01-141-5100-0000-000	BOA SALARY-PRINCIPAL ASSESSOR	-50,425.20	50,426.00	50,426.00	-50,425.20	0.80	100.00
001-01-141-5110-0000-000	BOA WAGES - OPER STAFF	-3,675.78	8,240.00	8,240.00	-3,675.78	4,564.22	44.61
001-01-141-5112-0000-000	BOA WAGES-SUPPORT STAFF	-23,810.71	23,738.00	23,738.00	-23,810.71	-72.71	100.31
001-01-141-5190-0000-000	BOA OTHER - STIPENDS LONGEVITY	-600.00	600.00	600.00	-600.00	0.00	100.00
001-01-141-5191-0000-000	BOA OTHER - STIPENDS	0.00	3.00	3.00	0.00	3.00	0.00
Total Group 3: Personnel		-78,511.69	83,007.00	83,007.00	-78,511.69	4,495.31	94.58
Expenses							
001-01-141-5245-0000-000	BOA REPAIR & MAINT EQUIPMENT	-7,500.00	11,625.00	7,625.00	-7,500.00	125.00	98.36
001-01-141-5300-0000-000	BOA PROF SERVICES	-4,000.00	3,500.00	7,500.00	-4,000.00	3,500.00	53.33
001-01-141-5420-0000-000	BOA OFFICE SUPPLIES	-846.86	800.00	800.00	-846.86	-46.86	105.86
001-01-141-5710-0000-000	BOA TRAVEL/MILEAGE-IN STATE	-147.09	500.00	500.00	-147.09	352.91	29.42
001-01-141-5730-0000-000	BOA DUES & MEMBERSHIPS	-300.00	275.00	275.00	-300.00	-25.00	109.09
Total Group 3: Expenses		-12,793.95	16,700.00	16,700.00	-12,793.95	3,906.05	76.61
		-91,305.64	99,707.00	99,707.00	-91,305.64	8,401.36	91.57
Total Group 1: Segment 3: Department		-91,305.64	99,707.00	99,707.00	-91,305.64	8,401.36	91.57
Group 1: Segment 3: Department Code: 142 - BOA Special Articles							
Expenses							
001-01-142-5902-2012-000	ASSESSORS DATA VERIFICATION	-1,781.55	4,000.00	7,767.63	-1,781.55	5,986.08	22.94
Total Group 3: Expenses		-1,781.55	4,000.00	7,767.63	-1,781.55	5,986.08	22.94
		-1,781.55	4,000.00	7,767.63	-1,781.55	5,986.08	22.94

## Expense Control Report - Expenditure Ledger

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# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-01-146-5730-0000-000	TAX COLL DUES & MEMBERSHIPS	-194.63	600.00	600.00	-194.63	405.37	32.44
Total Group 3: Expenses		-24,282.64	45,800.00	45,800.00	-24,282.64	21,517.36	53.02
-----		-83,088.66	108,963.00	108,963.00	-83,088.66	25,874.34	76.25
Total Group 1: Segment 3: Department	Code: 146 - Treasurer/Collector	-83,088.66	108,963.00	108,963.00	-83,088.66	25,874.34	76.25
Group 1: Segment 3: Department	Code: 147 - Treasury/TC Special Articles						
Expenses							
001-01-147-5604-0000-100	TREASURER 145 PRIOR YEAR ENCUMBR	0.00	0.00	11,552.10	0.00	11,552.10	0.00
Total Group 3: Expenses		0.00	0.00	11,552.10	0.00	11,552.10	0.00
-----		0.00	0.00	11,552.10	0.00	11,552.10	0.00
Total Group 1: Segment 3: Department	Code: 147 - Treasury/TC Special	0.00	0.00	11,552.10	0.00	11,552.10	0.00
Group 1: Segment 3: Department	Code: 151 - Town Counsel						
Expenses							
001-01-151-5300-0000-000	TOWN COUNSEL PROF LEGAL SERVICE	-38,264.08	38,500.00	38,500.00	-38,264.08	235.92	99.39
Total Group 3: Expenses		-38,264.08	38,500.00	38,500.00	-38,264.08	235.92	99.39
-----		-38,264.08	38,500.00	38,500.00	-38,264.08	235.92	99.39
Total Group 1: Segment 3: Department	Code: 151 - Town Counsel	-38,264.08	38,500.00	38,500.00	-38,264.08	235.92	99.39
Group 1: Segment 3: Department	Code: 155 - Management Info Systems (MIS)						
Expenses							
001-01-155-5300-0000-000	MIS PROFESSIONAL SERVICES	-45,999.96	46,000.00	46,000.00	-45,999.96	0.04	100.00
001-01-155-5340-0000-000	MIS - COMMUNICATIONS	-594.25	1,200.00	1,200.00	-594.25	605.75	49.52
001-01-155-5380-0000-000	MIS OTHER PURCHASED SERVICES	-15,071.00	13,000.00	13,000.00	-15,071.00	-2,071.00	115.93
001-01-155-5870-0000-000	MIS REPLACEMENT EQUIPMENT	-21,188.65	8,000.00	43,000.00	-21,188.65	21,811.35	49.28
Total Group 3: Expenses		-82,853.86	68,200.00	103,200.00	-82,853.86	20,346.14	80.28
-----		-82,853.86	68,200.00	103,200.00	-82,853.86	20,346.14	80.28
Total Group 1: Segment 3: Department	Code: 155 - Management Info	-82,853.86	68,200.00	103,200.00	-82,853.86	20,346.14	80.28
Group 1: Segment 3: Department	Code: 160 - Town Clerk						
Personnel							
001-01-160-5100-0000-000	T CLERK SALARY-TOWN CLERK	-60,256.00	60,256.00	60,256.00	-60,256.00	0.00	100.00
001-01-160-5110-0000-000	T CLERK WAGES - OPER STAFF	-35,484.32	35,607.00	35,607.00	-35,484.32	122.68	99.66

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-01-160-5130-0000-000	T CLERK ADDITIONAL GROSS - OVERTIM	-122.68	0.00	0.00	-122.68	-122.68	0.00
001-01-160-5190-0000-000	T CLERK OTHER STIPENDS - LONGEVIT	-1,200.00	1,200.00	1,200.00	-1,200.00	0.00	100.00
Total Group 3: Personnel		-97,063.00	97,063.00	97,063.00	-97,063.00	0.00	100.00
Expenses							
001-01-160-5245-0000-000	T CLERK REPAIR & MAINT EQUIPMENT	-1,099.00	1,600.00	1,600.00	-1,099.00	501.00	68.69
001-01-160-5300-0000-000	T CLERK PROF SERVICES	-11,671.96	6,000.00	13,000.00	-11,671.96	1,328.04	89.78
001-01-160-5420-0000-000	T CLERK OFFICE SUPPLIES	-644.18	650.00	650.00	-644.18	5.82	99.10
001-01-160-5710-0000-000	T CLERK TRAVEL/MILEAGE-IN STATE	-287.64	450.00	450.00	-287.64	162.36	63.92
001-01-160-5730-0000-000	T CLERK DUES & MEMBERSHIPS	-370.00	550.00	550.00	-370.00	180.00	67.27
Total Group 3: Expenses		-14,072.78	9,250.00	16,250.00	-14,072.78	2,177.22	86.60
Total Group 1: Segment 3: Department		-111,135.78	106,313.00	113,313.00	-111,135.78	2,177.22	98.08
Group 1: Segment 3: Department		-111,135.78	106,313.00	113,313.00	-111,135.78	2,177.22	98.08
Personnel		Code: 162 - Town Clerk Elections & Registrations					
001-01-162-5110-0000-000	T CLERK E & R WAGES - OPER STAFF	-10,024.69	12,000.00	12,000.00	-10,024.69	1,975.31	83.54
Total Group 3: Personnel		-10,024.69	12,000.00	12,000.00	-10,024.69	1,975.31	83.54
Expenses							
001-01-162-5245-0000-000	T CLERK E & R REPAIR & MAINT EQUIPM	-600.00	1,200.00	1,200.00	-600.00	600.00	50.00
001-01-162-5300-0000-000	T CLERK E & R PROF SERVICES	-3,039.83	6,000.00	6,000.00	-3,039.83	2,960.17	50.66
001-01-162-5580-0000-000	T CLERK E & R OTHER SUPPLIES	-4,432.14	3,550.00	3,550.00	-4,432.14	-882.14	124.85
001-01-162-5710-0000-000	T CLERK E & R TRAVEL/MILEAGE IN-STA	-22.62	125.00	125.00	-22.62	102.38	18.10
Total Group 3: Expenses		-8,094.59	10,875.00	10,875.00	-8,094.59	2,780.41	74.43
Total Group 1: Segment 3: Department		-18,119.28	22,875.00	22,875.00	-18,119.28	4,755.72	79.21
Group 1: Segment 3: Department		-18,119.28	22,875.00	22,875.00	-18,119.28	4,755.72	79.21
Personnel		Code: 163 - Town Clerk Registrars					
001-01-163-5191-0000-000	T CLERK REGISTRARS OTHER - STIPEN	-2,262.96	2,263.00	2,263.00	-2,262.96	0.04	100.00
Total Group 3: Personnel		-2,262.96	2,263.00	2,263.00	-2,262.96	0.04	100.00
Total Group 3: Expenses		-2,262.96	2,263.00	2,263.00	-2,262.96	0.04	100.00



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# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number			Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
<b>Total Group 3: Expenses</b>								
			-1,625.00	0.00	1,684.98	-1,625.00	59.98	96.44
<b>Total Group 1: Segment 3: Department</b>								
			-1,625.00	0.00	1,684.98	-1,625.00	59.98	96.44
<b>Group 1: Segment 3: Department</b>								
		Code: 173 - PB & LU Special Articles	-1,625.00	0.00	1,684.98	-1,625.00	59.98	96.44
		Code: 174 - Montachusett Regional Planning Comm						
		Expenses						
001-01-174-5730-0000-000		MRPC - DUES & MEMBERSHIPS	-2,762.83	2,763.00	2,763.00	-2,762.83	0.17	99.99
<b>Total Group 3: Expenses</b>								
			-2,762.83	2,763.00	2,763.00	-2,762.83	0.17	99.99
<b>Total Group 1: Segment 3: Department</b>								
		Code: 174 - Montachusett Regional	-2,762.83	2,763.00	2,763.00	-2,762.83	0.17	99.99
<b>Group 1: Segment 3: Department</b>								
		Code: 175 - Planning Board (PB)						
		Personnel						
001-01-175-5112-0000-000		PB WAGES-SUPPORT STAFF	-22,176.50	22,185.00	22,185.00	-22,176.50	8.50	99.96
001-01-175-5190-0000-000		PB STIPENDS - LONGEVITY	-600.00	600.00	600.00	-600.00	0.00	100.00
<b>Total Group 3: Personnel</b>								
			-22,776.50	22,785.00	22,785.00	-22,776.50	8.50	99.96
<b>Expenses</b>								
001-01-175-5300-0000-000		PB PROF SERVICES	0.00	100.00	100.00	0.00	100.00	0.00
001-01-175-5340-0000-000		PB COMMUNICATION	-66.19	200.00	200.00	-66.19	133.81	33.10
001-01-175-5710-0000-000		PB TRAVEL/MILAGE-IN STATE	0.00	100.00	100.00	0.00	100.00	0.00
001-01-175-5730-0000-000		PB DUES & MEMBERSHIPS	-90.35	100.00	100.00	-90.35	9.65	90.35
<b>Total Group 3: Expenses</b>								
			-156.54	500.00	500.00	-156.54	343.46	31.31
<b>Total Group 1: Segment 3: Department</b>								
		Code: 175 - Planning Board (PB)	-22,933.04	23,285.00	23,285.00	-22,933.04	351.96	98.49
<b>Group 1: Segment 3: Department</b>								
		Code: 176 - Zoning Board of Appeals	-22,933.04	23,285.00	23,285.00	-22,933.04	351.96	98.49
		Personnel						
001-01-176-5110-0000-000		ZBA WAGES - OPER STAFF	-2,907.00	6,212.00	6,212.00	-2,907.00	3,305.00	46.80
<b>Total Group 3: Personnel</b>								
			-2,907.00	6,212.00	6,212.00	-2,907.00	3,305.00	46.80
<b>Total Group 1: Segment 3: Department</b>								
		Code: 176 - Zoning Board of Appeals	-2,907.00	6,212.00	6,212.00	-2,907.00	3,305.00	46.80

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Group 1: Segment 3: Department		Code: 179 - Land Use (LU)					
Personnel							
001-01-179-5100-0000-000	LAND USE WAGES-LU ADMINISTRATOR	-25,018.42	25,021.00	25,021.00	-25,018.42	2.58	99.99
001-01-179-5190-0000-000	LAND USE - OTHER STIPENDS - LONGEV	-300.00	300.00	300.00	-300.00	0.00	100.00
Total Group 3: Personnel		-25,318.42	25,321.00	25,321.00	-25,318.42	2.58	99.99
Expenses							
001-01-179-5300-0000-000	LAND USE PROF & TECH SERVICES	-2,553.84	2,500.00	2,500.00	-2,553.84	-53.84	102.15
001-01-179-5420-0000-000	LAND USE OFFICE SUPPLIES	-204.96	600.00	600.00	-204.96	395.04	34.16
001-01-179-5710-0000-000	LAND USE TRAVEL/MILEAGE-IN STATE	-142.69	100.00	100.00	-142.69	-42.69	142.69
001-01-179-5730-0000-000	LAND USE DUES & MEMBERSHIPS	-125.00	100.00	100.00	-125.00	-25.00	125.00
Total Group 3: Expenses		-3,026.49	3,300.00	3,300.00	-3,026.49	273.51	91.71
Total Group 1: Segment 3: Department		-28,344.91	28,621.00	28,621.00	-28,344.91	276.09	99.04
Group 1: Segment 3: Department		Code: 179 - Land Use (LU)					
Personnel							
Total Group 1: Segment 3: Department		-28,344.91	28,621.00	28,621.00	-28,344.91	276.09	99.04
Code: 191 - Facility Maintenance							
001-01-191-5100-0000-000	FACILITIES WAGES - FAC MAINT COORD	-37,704.77	38,202.00	38,202.00	-37,704.77	497.23	98.70
001-01-191-5120-0000-000	FACILITIES WAGES - TEMP HELP	-5,112.22	5,638.00	5,638.00	-5,112.22	525.78	90.67
001-01-191-5130-0000-000	FACILITIES ADDITIONAL GROSS - OVER	-375.12	0.00	0.00	-375.12	-375.12	0.00
001-01-191-5190-0000-000	FACILITIES STIPENDS - LONGEVITY	-300.00	300.00	300.00	-300.00	0.00	100.00
Total Group 3: Personnel		-43,492.11	44,140.00	44,140.00	-43,492.11	647.89	98.53
Expenses							
001-01-191-5210-0000-000	FACILITIES ENERGY	-85,212.66	90,000.00	90,000.00	-85,212.66	4,787.34	94.68
001-01-191-5230-0000-000	FACILITIES UTILITY - WATER	-2,003.50	3,700.00	3,700.00	-2,003.50	1,696.50	54.15
001-01-191-5240-0000-000	FACILITIES REPAIR & MAINTAIN - BUILDI	-25,527.24	30,000.00	30,000.00	-25,527.24	4,472.76	85.09
001-01-191-5245-0000-000	FACILITIES REPAIR & MAINTAIN - EQUIP	-778.87	4,000.00	4,000.00	-778.87	3,221.13	19.47
001-01-191-5300-0000-000	FACILITIES PROFESSIONAL SERVICES	-48,479.28	40,025.00	40,025.00	-48,479.28	-8,454.28	121.12
001-01-191-5340-0000-000	FACILITIES COMMUNICATIONS	-3,174.89	1,500.00	1,500.00	-3,174.89	-1,674.89	211.66
001-01-191-5430-0000-000	FACILITIES BUILDING SUPPLIES	-3,864.83	5,000.00	5,000.00	-3,864.83	1,135.17	77.30
001-01-191-5460-0000-000	FACILITIES GROUNDSKEEPING SUPPLIE	-943.68	1,000.00	1,000.00	-943.68	56.32	94.37
001-01-191-5710-0000-000	FACILITIES TRAVEL - IN STATE MILEAGE	-601.58	1,200.00	1,200.00	-601.58	598.42	50.13
001-01-191-5780-0000-000	FACILITIES - OTHER CHARGES	0.00	3.10	3.10	0.00	3.10	0.00

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number			Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Total Group 3: Expenses								
			-170,586.53	176,428.10	176,428.10	-170,586.53	5,841.57	96.69
Total Group 1: Segment 3: Department								
			-214,078.64	220,568.10	220,568.10	-214,078.64	6,489.46	97.06
Group 1: Segment 3: Department								
		Code: 191 - Facility Maintenance	-214,078.64	220,568.10	220,568.10	-214,078.64	6,489.46	97.06
		Code: 192 - Facility - Memorial Hall						
Expenses								
001-01-192-5245-0000-000	MEMORIAL HALL REPAIRS & MAINTENAN		-2,115.27	5,000.00	5,000.00	-2,115.27	2,884.73	42.31
001-01-192-5300-0000-000	MEMORIAL HALL PROFESSIONAL SERVI		-260.00	200.00	200.00	-260.00	-60.00	130.00
001-01-192-5340-0000-000	MEMORIAL HALL COMMUNICATION		-4,501.75	5,800.00	5,800.00	-4,501.75	1,298.25	77.62
001-01-192-5420-0000-000	MEMORIAL HALL OFFICE SUPPLIES		-2,703.01	4,000.00	4,000.00	-2,703.01	1,296.99	67.58
001-01-192-5430-0000-000	MEMORIAL HALL BUILDING SUPPLIES		-488.07	0.00	0.00	-488.07	-488.07	0.00
Total Group 3: Expenses								
			-10,068.10	15,000.00	15,000.00	-10,068.10	4,931.90	67.12
Total Group 1: Segment 3: Department								
		Code: 192 - Facility - Memorial Hall	-10,068.10	15,000.00	15,000.00	-10,068.10	4,931.90	67.12
Group 1: Segment 3: Department								
		Code: 193 - Facility - West Townsend Reading Room	-10,068.10	15,000.00	15,000.00	-10,068.10	4,931.90	67.12
Expenses								
001-01-193-5210-0000-000	WTTR ENERGY		-1,732.85	1,869.00	1,869.00	-1,732.85	136.15	92.72
001-01-193-5230-0000-000	WTTR WATER		-40.50	150.00	150.00	-40.50	109.50	27.00
001-01-193-5240-0000-000	WTTR REPAIR & MAINT BUILDING		-210.55	350.00	350.00	-210.55	139.45	60.16
001-01-193-5300-0000-000	WTTR PROFESSIONAL SERVICES		-125.00	0.00	0.00	-125.00	-125.00	0.00
001-01-193-5340-0000-000	WTTR COMMUNICATION		0.00	100.00	100.00	0.00	100.00	0.00
001-01-193-5380-0000-000	WTTR OTHER SERVICES		-45.00	125.00	125.00	-45.00	80.00	36.00
001-01-193-5430-0000-000	WTTR BUILDING SUPPLIES		-77.21	206.00	206.00	-77.21	128.79	37.48
001-01-193-5460-0000-000	WTTR GROUNDSKEEPING SUPPLIES		0.00	100.00	100.00	0.00	100.00	0.00
001-01-193-5903-2014-251	WTTR - CIP - SIDING REPLACEMENT &		0.00	0.00	23,430.00	0.00	23,430.00	0.00
Total Group 3: Expenses								
			-2,231.11	2,900.00	26,330.00	-2,231.11	24,098.89	8.47
Total Group 1: Segment 3: Department								
		Code: 193 - Facility - West Townsend	-2,231.11	2,900.00	26,330.00	-2,231.11	24,098.89	8.47
Group 1: Segment 3: Department								
		Code: 194 - Facility - Other Town Properties	-2,231.11	2,900.00	26,330.00	-2,231.11	24,098.89	8.47
Expenses								
001-01-194-5851-2009-009	TBA ABATEMENT STUDY HART BLDG ST		0.00	0.00	3,000.00	0.00	3,000.00	0.00

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-01-194-5860-2011-000	TBAFEAS STUDY/DESIGN DOCS SPAULD	0.00	0.00	69,500.00	0.00	69,500.00	0.00
001-01-194-5903-2011-011	TBA CAP BUDGET-REPAINT/GLAZE BLD	0.00	0.00	6,391.99	0.00	6,391.99	0.00
<b>Total Group 3: Expenses</b>		<b>0.00</b>	<b>0.00</b>	<b>78,891.99</b>	<b>0.00</b>	<b>78,891.99</b>	<b>0.00</b>
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<b>Total Group 1: Segment 3: Department</b>	<b>Code: 194 - Facility - Other Town</b>	<b>0.00</b>	<b>0.00</b>	<b>78,891.99</b>	<b>0.00</b>	<b>78,891.99</b>	<b>0.00</b>
<b>Group 1: Segment 3: Department</b>	<b>Code: 195 - Town Report / S Thorpe</b>						
<b>Expenses</b>							
001-01-195-5300-0000-000	TOWN REPORTS - PROFESSIONAL SER	-1,450.68	2,000.00	2,000.00	-1,450.68	549.32	72.53
<b>Total Group 3: Expenses</b>		<b>-1,450.68</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>-1,450.68</b>	<b>549.32</b>	<b>72.53</b>
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<b>Total Group 1: Segment 3: Department</b>	<b>Code: 195 - Town Report / S Thorpe</b>	<b>-1,450.68</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>-1,450.68</b>	<b>549.32</b>	<b>72.53</b>
<b>Group 1: Segment 3: Department</b>	<b>Code: 196 - Town Public Works Projects</b>						
<b>Expenses</b>							
001-01-196-5900-2005-000	TPWC DESIGN/ENGINEER 119 SIDEWAL	0.00	0.00	100,000.00	0.00	100,000.00	0.00
<b>Total Group 3: Expenses</b>		<b>0.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>
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<b>Total Group 1: Segment 3: Department</b>	<b>Code: 196 - Town Public Works</b>	<b>0.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>
<b>Group 1: Segment 3: Department</b>	<b>Code: 199 - Transfers to Stabilization Funds</b>						
<b>Expenses</b>							
001-01-199-5962-0250-000	DUE TO GENERAL STABILIZATION	-200,000.00	0.00	200,000.00	-200,000.00	0.00	100.00
001-01-199-5962-0251-000	DUE TO CAPITAL STABILIZATION	-200,000.00	0.00	200,000.00	-200,000.00	0.00	100.00
<b>Total Group 3: Expenses</b>		<b>-400,000.00</b>	<b>0.00</b>	<b>400,000.00</b>	<b>-400,000.00</b>	<b>0.00</b>	<b>100.00</b>
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<b>Total Group 1: Segment 3: Department</b>	<b>Code: 199 - Transfers to Stabilization</b>	<b>-400,000.00</b>	<b>0.00</b>	<b>400,000.00</b>	<b>-400,000.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Group 1: Segment 3: Department</b>	<b>Code: 210 - Police</b>						
<b>Personnel</b>							
001-02-210-5100-0000-000	POLICE - SALARY -POLICE CHIEF	-105,018.39	103,434.00	103,434.00	-105,018.39	-1,584.39	101.53
001-02-210-5110-0000-000	POLICE - SALARY & WAGES-OPER STAF	-732,359.32	768,856.00	768,856.00	-732,359.32	36,496.68	95.25
001-02-210-5112-0000-000	POLICE - WAGES-SUPPORT STAFF	-91,096.85	78,467.00	78,467.00	-91,096.85	-12,629.85	116.10

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-02-210-5120-0000-000	-11,952.51	10,112.00	10,112.00	-11,952.51	-1,840.51	118.20
001-02-210-5125-0000-000	-15,160.34	11,838.00	11,838.00	-15,160.34	-3,322.34	128.07
001-02-210-5130-0000-000	-130,573.43	109,207.00	109,207.00	-130,573.43	-21,366.43	119.57
001-02-210-5131-0000-000	-39,390.60	45,315.00	45,315.00	-39,390.60	5,924.40	86.93
001-02-210-5190-0000-000	-13,800.00	14,300.00	14,300.00	-13,800.00	500.00	96.50
001-02-210-5192-0000-000	-134,409.84	160,149.00	160,149.00	-134,409.84	25,739.16	83.93
001-02-210-5195-0000-000	-21,358.71	20,400.00	20,400.00	-21,358.71	-958.71	104.70
<b>Total Group 3: Personnel</b>	<b>-1,295,119.99</b>	<b>1,322,078.00</b>	<b>1,322,078.00</b>	<b>-1,295,119.99</b>	<b>26,958.01</b>	<b>97.96</b>
<b>Expenses</b>						
001-02-210-5210-0000-000	-26,228.09	19,500.00	19,500.00	-26,228.09	-6,728.09	134.50
001-02-210-5230-0000-000	-1,021.00	1,090.00	1,090.00	-1,021.00	69.00	93.67
001-02-210-5240-0000-000	-2,458.72	5,000.00	5,000.00	-2,458.72	2,541.28	49.17
001-02-210-5245-0000-000	-17,354.04	35,750.00	35,750.00	-17,354.04	18,395.96	48.54
001-02-210-5270-0000-000	-20.20	375.00	375.00	-20.20	354.80	5.39
001-02-210-5300-0000-000	-11,158.12	1,000.00	8,200.00	-11,158.12	-2,958.12	136.07
001-02-210-5340-0000-000	-2,871.14	3,000.00	3,000.00	-2,871.14	128.86	95.70
001-02-210-5380-0000-000	-1,120.10	1,000.00	1,000.00	-1,120.10	-120.10	112.01
001-02-210-5420-0000-000	-4,355.52	3,549.00	3,549.00	-4,355.52	-806.52	122.73
001-02-210-5430-0000-000	-149.76	0.00	0.00	-149.76	-149.76	0.00
001-02-210-5480-0000-000	-32,428.07	26,935.00	26,935.00	-32,428.07	-5,493.07	120.39
001-02-210-5580-0000-000	-1,433.49	4,809.00	4,809.00	-1,433.49	3,375.51	29.81
001-02-210-5710-0000-000	-1,069.43	231.00	231.00	-1,069.43	-838.43	462.96
001-02-210-5720-0000-000	-267.62	0.00	0.00	-267.62	-267.62	0.00
001-02-210-5730-0000-000	-10,145.00	8,500.00	8,500.00	-10,145.00	-1,645.00	119.35
001-02-210-5780-0000-000	-8,835.24	13,536.00	13,536.00	-8,835.24	4,700.76	65.27
001-02-210-5850-0000-000	-53,197.50	60,000.00	60,000.00	-53,197.50	6,802.50	88.66
<b>Total Group 3: Expenses</b>	<b>-174,113.04</b>	<b>184,275.00</b>	<b>191,475.00</b>	<b>-174,113.04</b>	<b>17,361.96</b>	<b>90.93</b>
<b>Total Group 1: Segment 3: Department</b>	<b>-1,469,233.03</b>	<b>1,506,353.00</b>	<b>1,513,553.00</b>	<b>-1,469,233.03</b>	<b>44,319.97</b>	<b>97.07</b>
<b>Group 1: Segment 3: Department</b>	<b>-1,469,233.03</b>	<b>1,506,353.00</b>	<b>1,513,553.00</b>	<b>-1,469,233.03</b>	<b>44,319.97</b>	<b>97.07</b>
<b>Expenses</b>						
001-02-211-5303-0000-000	-85.00	0.00	1,235.00	-85.00	1,150.00	6.88
POLICE - HEPETITIS B SHOTS						

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-02-211-5618-0000-100	-328.65	0.00	800.00	-328.65	471.35	41.08
001-02-211-5800-0000-000	0.00	0.00	2,817.00	0.00	2,817.00	0.00
001-02-211-5802-2011-000	-4,974.00	0.00	8,204.15	-4,974.00	3,230.15	60.63
001-02-211-5803-2012-013	-1,590.00	0.00	3,562.50	-1,590.00	1,972.50	44.63
001-02-211-5870-2014-000	0.00	0.00	0.00	0.00	0.00	0.00
001-02-211-5870-2014-001	-7,650.00	0.00	8,100.00	-7,650.00	450.00	94.44
001-02-211-5875-2014-000	-4,520.70	0.00	4,600.00	-4,520.70	79.30	98.28
<b>Total Group 3: Expenses</b>	<b>-19,148.35</b>	<b>0.00</b>	<b>29,318.65</b>	<b>-19,148.35</b>	<b>10,170.30</b>	<b>65.31</b>
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<b>Total Group 1: Segment 3: Department</b>	<b>-19,148.35</b>	<b>0.00</b>	<b>29,318.65</b>	<b>-19,148.35</b>	<b>10,170.30</b>	<b>65.31</b>
<b>Group 1: Segment 3: Department</b>	<b>-19,148.35</b>	<b>0.00</b>	<b>29,318.65</b>	<b>-19,148.35</b>	<b>10,170.30</b>	<b>65.31</b>
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<b>Personnel</b>						
001-02-220-5100-0000-000	-86,482.40	82,667.00	82,667.00	-86,482.40	-3,815.40	104.62
001-02-220-5110-0000-000	-51,669.40	54,186.00	54,186.00	-51,669.40	2,516.60	95.36
001-02-220-5111-0000-000	-50,507.90	92,514.00	92,514.00	-50,507.90	42,006.10	54.59
001-02-220-5112-0000-230	-309,240.30	292,125.00	292,125.00	-309,240.30	-17,115.30	105.86
001-02-220-5115-0000-000	-7,175.00	0.00	1,863.09	-7,175.00	-5,311.91	385.11
001-02-220-5120-0000-000	-117,571.23	74,214.00	74,214.00	-117,571.23	-43,357.23	158.42
001-02-220-5122-0000-230	-24,009.79	49,830.00	49,830.00	-24,009.79	25,820.21	48.18
001-02-220-5130-0000-000	-20,634.72	25,800.00	25,800.00	-20,634.72	5,165.28	79.98
001-02-220-5132-0000-230	-85.49	1,025.00	1,025.00	-85.49	939.51	8.34
001-02-220-5133-0000-000	-6,486.90	2,050.00	2,050.00	-6,486.90	-4,436.90	316.43
001-02-220-5142-0000-230	-15,640.29	8,000.00	8,000.00	-15,640.29	-7,640.29	195.50
001-02-220-5190-0000-000	-2,250.00	2,250.00	2,250.00	-2,250.00	0.00	100.00
001-02-220-5191-0000-230	-8,123.00	15,000.00	15,000.00	-8,123.00	6,877.00	54.15
001-02-220-5195-0000-000	-6,463.41	4,100.00	4,100.00	-6,463.41	-2,363.41	157.64
001-02-220-5195-0000-230	-1,984.26	2,700.00	2,700.00	-1,984.26	715.74	73.49
<b>Total Group 3: Personnel</b>	<b>-708,324.09</b>	<b>706,461.00</b>	<b>708,324.09</b>	<b>-708,324.09</b>	<b>0.00</b>	<b>100.00</b>
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<b>Expenses</b>						
001-02-220-5210-0000-000	-25,054.13	24,000.00	24,000.00	-25,054.13	-1,054.13	104.39
001-02-220-5230-0000-000	-1,060.00	1,250.00	1,250.00	-1,060.00	190.00	84.80
001-02-220-5240-0000-000	-21,099.92	14,000.00	14,000.00	-21,099.92	-7,099.92	150.71



# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-02-220-5245-0000-000	FIRE/EMS - REPAIR & MAINT EQUIPMEN	-23,623.25	29,000.00	27,136.91	-23,623.25	3,513.66	87.05
001-02-220-5245-0000-230	FIRE/EMS - REPAIR & MAINT - EMS EQUI	-7,461.98	11,000.00	11,000.00	-7,461.98	3,538.02	67.84
001-02-220-5300-0000-000	FIRE/EMS - PROF SERVICES	-10,757.28	6,776.00	6,776.00	-10,757.28	-3,981.28	158.76
001-02-220-5302-0000-230	FIRE/EMS - PROFESSIONAL & TECHNICA	-17,602.40	14,684.00	14,684.00	-17,602.40	-2,918.40	119.87
001-02-220-5303-0000-000	FIRE/EMS - PROF & TECH SVCS - TRAINI	-1,526.38	2,000.00	2,000.00	-1,526.38	473.62	76.32
001-02-220-5340-0000-000	FIRE/EMS - COMMUNICATION	-6,731.43	10,000.00	10,000.00	-6,731.43	3,268.57	67.31
001-02-220-5380-0000-000	FIRE/EMS - OTHER SERVICES	-866.42	500.00	500.00	-866.42	-366.42	173.28
001-02-220-5380-0000-230	FIRE/EMS - OTHER PURCHASED SERVIC	-2,745.81	2,500.00	2,500.00	-2,745.81	-245.81	109.83
001-02-220-5380-0001-000	FIRE/EMS - HAZARDOUS WASTE COLLE	-4,457.00	4,457.00	4,457.00	-4,457.00	0.00	100.00
001-02-220-5420-0000-000	FIRE/EMS - OFFICE SUPPLIES	-1,210.70	1,700.00	1,700.00	-1,210.70	489.30	71.22
001-02-220-5430-0000-000	FIRE/EMS - BUILDING SUPPLIES	-527.53	800.00	800.00	-527.53	272.47	65.94
001-02-220-5435-0000-230	FIRE/EMS - EQUIPMENT MAINTENANCE	-77.47	100.00	100.00	-77.47	22.53	77.47
001-02-220-5450-0000-000	FIRE/EMS - CUSTODIAL/HOUSEKEEPING	-311.69	700.00	700.00	-311.69	388.31	44.53
001-02-220-5480-0000-000	FIRE/EMS - VEHICULAR SUPPLIES	-16,631.41	20,000.00	20,000.00	-16,631.41	3,368.59	83.16
001-02-220-5500-0000-230	FIRE/EMS - MEDICAL SUPPLIES	-22,244.25	22,000.00	22,000.00	-22,244.25	-244.25	101.11
001-02-220-5580-0000-000	FIRE/EMS - OTHER SUPPLIES	-443.79	3,000.00	3,000.00	-443.79	2,556.21	14.79
001-02-220-5585-0000-000	FIRE/EMS - OTHER SUPPLIES - TRAININ	-811.42	800.00	800.00	-811.42	-11.42	101.43
001-02-220-5710-0000-000	FIRE/EMS - TRAVEL/MILEAGE - IN STATE	-110.43	0.00	0.00	-110.43	-110.43	0.00
001-02-220-5730-0000-000	FIRE/EMS - DUES & MEMBERSHIPS	-1,165.00	1,000.00	1,000.00	-1,165.00	-165.00	116.50
001-02-220-5730-0000-230	FIRE/EMS - DUES & MEMBERSHIPS EMS	-2,895.00	2,000.00	2,000.00	-2,895.00	-895.00	144.75
001-02-220-5780-0000-000	FIRE/EMS - OTHER CHARGES	-208.50	1,000.00	1,000.00	-208.50	791.50	20.85
001-02-220-5850-0000-000	FIRE/EMS - NEW EQUIPMENT	-9,500.00	9,500.00	9,500.00	-9,500.00	0.00	100.00
001-02-220-5870-0000-000	FIRE/EMS - REPLACE EQUIPMENT	-7,755.83	15,000.00	15,000.00	-7,755.83	7,244.17	51.71
Total Group 3: Expenses		-186,879.02	197,767.00	195,903.91	-186,879.02	9,024.89	95.39
Total Group 1: Segment 3: Department		-895,203.11	904,228.00	904,228.00	-895,203.11	9,024.89	99.00
Group 1: Segment 3: Department		-895,203.11	904,228.00	904,228.00	-895,203.11	9,024.89	99.00
Expenses		Code: 222 - Fire/EMS Special Articles					
001-02-222-5619-0000-100	FIRE - PRIOR YEAR ENCUMBRANCE 220	-2,000.00	0.00	2,000.00	-2,000.00	0.00	100.00
001-02-222-5800-2013-000	FIRE ARTICLES - PREV TRAINING 148A	-439.00	0.00	1,712.85	-439.00	1,273.85	25.63
001-02-222-5800-2014-251	FIRE/EMS - CIP - DIGITAL CONSOLE & R	-82,404.60	0.00	107,068.40	-82,404.60	24,663.80	76.96
001-02-222-5800-2015-000	FIRE ARTICLES-A16ATM5/15-PREV TRA	0.00	300.00	300.00	0.00	300.00	0.00

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-02-222-5850-2009-009	FIRE ARTICLES - EMS LAPTOPS & SOFT	0.00	0.00	1,295.00	0.00	1,295.00	0.00
001-02-222-5850-2015-000	FIRE/EMS - CIP - POWER COTS - ATM 5/1	-30,040.00	30,040.00	30,040.00	-30,040.00	0.00	100.00
001-02-222-5880-2011-230	FIRE ARTICLES - CAP BDGT-NEW AMB 3	-42,364.96	31,095.00	42,365.08	-42,364.96	0.12	100.00
001-02-222-5883-2012-012	FIRE ARTICLES - STATION FEASBLTY ST	0.00	0.00	700.00	0.00	700.00	0.00
001-02-222-5884-2015-000	FIRE ARTICLES-A10STM1/17/15 RELOCA	2,132.53	0.00	0.00	2,132.53	2,132.53	0.00
001-02-222-5884-2016-000	FIRE ARTICLES - A10STM1/7/15 RELOCA	-20,000.00	0.00	20,000.00	-20,000.00	0.00	100.00
Total Group 3: Expenses		-175,116.03	61,435.00	205,481.33	-175,116.03	30,365.30	85.22
Total Group 1: Segment 3: Department		-175,116.03	61,435.00	205,481.33	-175,116.03	30,365.30	85.22
Group 1: Segment 3: Department		-175,116.03	61,435.00	205,481.33	-175,116.03	30,365.30	85.22
Personnel							
001-02-225-5100-0000-000	COMM CTR - SALARY - DIRECTOR	0.00	1.00	1.00	0.00	1.00	0.00
001-02-225-5110-0000-000	COMM CTR - WAGES - OPER STAFF	-233,929.10	232,769.00	236,269.00	-233,929.10	2,339.90	99.01
001-02-225-5120-0000-000	COMM CTR - WAGES - TEMP HELP	-31,225.77	19,245.00	19,245.00	-31,225.77	-11,980.77	162.25
001-02-225-5125-0000-000	COMM CTR - WAGES - TRAINING	-4,886.67	0.00	0.00	-4,886.67	-4,886.67	0.00
001-02-225-5130-0000-000	COMM CTR - ADDITIONAL GROSS - OVE	-12,495.76	34,543.00	34,543.00	-12,495.76	22,047.24	36.17
001-02-225-5131-0000-000	COMM CTR - ADDL GROSS - HOLIDAY	-9,524.53	0.00	0.00	-9,524.53	-9,524.53	0.00
001-02-225-5190-0000-000	COMM CTR - OTHER - STIPENDS - LONG	-1,900.00	2,650.00	2,650.00	-1,900.00	750.00	71.70
001-02-225-5191-0000-000	COMM CTR - OTHER - STIPENDS	-2,000.00	2,000.00	2,000.00	-2,000.00	0.00	100.00
001-02-225-5195-0000-000	COMM CTR - OTHER - UNIFORM ALLOWA	-1,346.17	2,600.00	2,600.00	-1,346.17	1,253.83	51.78
Total Group 3: Personnel		-297,308.00	293,808.00	297,308.00	-297,308.00	0.00	100.00
Expenses							
001-02-225-5245-0000-000	COMM CTR - REPAIR & MAINT EQUIPME	-26,883.78	39,400.00	35,900.00	-26,883.78	9,016.22	74.89
001-02-225-5300-0000-000	COMM CTR - PROF & TECH SERVICES	-1,571.28	750.00	750.00	-1,571.28	-821.28	209.50
001-02-225-5340-0000-000	COMM CTR- COMMUNICATION	-13,584.08	7,400.00	7,400.00	-13,584.08	-6,184.08	183.57
001-02-225-5380-0000-000	COMM CTR - OTHER SERVICES	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
001-02-225-5420-0000-000	COMM CTR - OFFICE SUPPLIES	-1,465.37	500.00	500.00	-1,465.37	-965.37	293.07
001-02-225-5580-0000-000	COMM CTR - OTHER SUPPLIES	-349.67	100.00	100.00	-349.67	-249.67	349.67
001-02-225-5710-0000-000	COMM CTR - TRAVEL MILEAGE - IN STAT	-28.57	300.00	300.00	-28.57	271.43	9.52
Total Group 3: Expenses		-43,882.75	49,450.00	45,950.00	-43,882.75	2,067.25	95.50
Total Group 1: Segment 3: Department		-43,882.75	49,450.00	45,950.00	-43,882.75	2,067.25	95.50
Group 1: Segment 3: Department		-43,882.75	49,450.00	45,950.00	-43,882.75	2,067.25	95.50



# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number			Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Total Group 1: Segment 3: Department		Code: 225 - Communication Center	-341,190.75	343,258.00	343,258.00	-341,190.75	2,067.25	99.40
Group 1: Segment 3: Department		Code: 241 - Building Inspection						
Personnel								
001-02-241-5100-0000-000		BLDG INSP - SALARY - BLDG COMMISSIO	-66,670.00	66,670.00	66,670.00	-66,670.00	0.00	100.00
001-02-241-5110-0000-000		BLDG INSP - STIPEND - OPER (ALT BLDG	0.00	600.00	600.00	0.00	600.00	0.00
001-02-241-5112-0000-000		BLDG INSP - WAGES-SUPPORT STAFF	-28,154.98	23,955.00	28,155.00	-28,154.98	0.02	100.00
001-02-241-5190-0000-000		BLDG INSP - OTHER - STIPEND - LONGE	-1,500.00	1,500.00	1,500.00	-1,500.00	0.00	100.00
001-02-241-5191-0000-000		BLDG INSP - OTHER - STIPEND - TRAVEL	-4,500.00	4,500.00	4,500.00	-4,500.00	0.00	100.00
001-02-241-5192-0000-000		BLDG INSP - OTHER - STIPEND CERTIFIC	-500.00	500.00	500.00	-500.00	0.00	100.00
001-02-241-5195-0000-000		BLDG INSP - OTHER - UNIFORM ALLOWA	-451.80	485.00	485.00	-451.80	33.20	93.15
Total Group 3: Personnel			-101,776.78	98,210.00	102,410.00	-101,776.78	633.22	99.38
Expenses								
001-02-241-5300-0000-000		BLDG INSP - PROFESSIONAL SERVICES	-1,365.00	1,500.00	1,500.00	-1,365.00	135.00	91.00
001-02-241-5340-0000-000		BLDG INSP - COMMUNICATIONS	-418.09	400.00	400.00	-418.09	-18.09	104.52
001-02-241-5420-0000-000		BLDG INSP - OFFICE SUPPLIES	-294.65	300.00	300.00	-294.65	5.35	98.22
001-02-241-5730-0000-000		BLDG INSP - DUES & MEMBERSHIPS	-194.95	250.00	250.00	-194.95	55.05	77.98
Total Group 3: Expenses			-2,272.69	2,450.00	2,450.00	-2,272.69	177.31	92.76
Total Group 1: Segment 3: Department		Code: 241 - Building Inspection	-104,049.47	100,660.00	104,860.00	-104,049.47	810.53	99.23
Group 1: Segment 3: Department		Code: 242 - Gas Inspection						
Personnel								
001-02-242-5122-0000-000		GAS INSP - OTHER WAGES - OPER (ALT	-103.99	104.00	104.00	-103.99	0.01	99.99
001-02-242-5191-0000-000		GAS INSP - STIPEND - GAS INSPECTOR	-5,163.96	5,163.95	5,163.95	-5,163.96	-0.01	100.00
Total Group 3: Personnel			-5,267.95	5,267.95	5,267.95	-5,267.95	0.00	100.00
Total Group 1: Segment 3: Department		Code: 242 - Gas Inspection	-5,267.95	5,267.95	5,267.95	-5,267.95	0.00	100.00
Group 1: Segment 3: Department		Code: 243 - Plumbing Inspection						
Personnel								
001-02-243-5122-0000-000		PLUMB INSP - OTHER WAGES - OPER (A	-103.95	104.00	104.00	-103.95	0.05	99.95
001-02-243-5191-0000-000		PLUMB INSP - STIPEND - PLUMBING INS	-7,331.88	7,331.83	7,331.83	-7,331.88	-0.05	100.00

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Total Group 3: Personnel		-7,435.83	7,435.83	7,435.83	-7,435.83	0.00	100.00
Expenses							
001-02-243-5300-0000-000	PLUMB INSP - PROFESSIONAL & TECHN	-87.50	230.00	230.00	-87.50	142.50	38.04
001-02-243-5580-0000-000	PLUMB INSP - OTHER SUPPLIES	-32.00	150.00	150.00	-32.00	118.00	21.33
001-02-243-5710-0000-000	PLUMB INSP - TRAVEL MILEAGE IN-STAT	-800.91	1,000.00	1,000.00	-800.91	199.09	80.09
Total Group 3: Expenses		-920.41	1,380.00	1,380.00	-920.41	459.59	66.70
Total Group 1: Segment 3: Department		-8,356.24	8,815.83	8,815.83	-8,356.24	459.59	94.79
Group 1: Segment 3: Department		-8,356.24	8,815.83	8,815.83	-8,356.24	459.59	94.79
Personnel							
001-02-244-5191-0000-000	S OF W&M - OTHER - STIPEND	-4,023.12	4,023.13	4,023.13	-4,023.12	0.01	100.00
Total Group 3: Personnel		-4,023.12	4,023.13	4,023.13	-4,023.12	0.01	100.00
Expenses							
001-02-244-5300-0000-000	S OF W&M - PROFESSIONAL & TECHNIC	-17.00	0.00	0.00	-17.00	-17.00	0.00
001-02-244-5420-0000-000	S OF W&M - OFFICE SUPPLIES	0.00	50.00	50.00	0.00	50.00	0.00
001-02-244-5580-0000-000	S OF W&M - OTHER SUPPLIES	-69.99	100.00	100.00	-69.99	30.01	69.99
001-02-244-5710-0000-000	S OF W&M - TRAVEL MILEAGE IN-STATE	-46.91	50.00	50.00	-46.91	3.09	93.82
Total Group 3: Expenses		-133.90	200.00	200.00	-133.90	66.10	66.95
Total Group 1: Segment 3: Department		-4,157.02	4,223.13	4,223.13	-4,157.02	66.11	98.43
Group 1: Segment 3: Department		-4,157.02	4,223.13	4,223.13	-4,157.02	66.11	98.43
Personnel							
001-02-245-5122-0000-000	ELEC INSP - WAGES -OTHER - OPER (AL	-166.99	167.00	167.00	-166.99	0.01	99.99
001-02-245-5191-0000-000	ELEC INSP - OTHER - STIPEND	-12,063.24	12,063.23	12,063.23	-12,063.24	-0.01	100.00
Total Group 3: Personnel		-12,230.23	12,230.23	12,230.23	-12,230.23	0.00	100.00
Expenses							
001-02-245-5300-0000-000	ELEC INSP - PROFESSIONAL & TECHNIC	0.00	150.00	150.00	0.00	150.00	0.00
001-02-245-5580-0000-000	ELEC INSP - OTHER SUPPLIES	-113.49	280.00	280.00	-113.49	166.51	40.53
001-02-245-5710-0000-000	ELEC INSP - TRAVEL MILEAGE IN-STATE	-940.31	1,000.00	1,000.00	-940.31	59.69	94.03
Total Group 3: Expenses		-1,053.80	1,430.00	1,430.00	-1,053.80	376.20	73.69

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number			Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
<b>Total Group 1: Segment 3: Department</b>								
			-13,284.03	13,660.23	13,660.23	-13,284.03	376.20	97.25
<b>Group 1: Segment 3: Department</b>								
			-13,284.03	13,660.23	13,660.23	-13,284.03	376.20	97.25
<b>Expenses</b>								
			-500.00	525.83	525.83	-500.00	25.83	95.09
			-500.00	525.83	525.83	-500.00	25.83	95.09
			-500.00	525.83	525.83	-500.00	25.83	95.09
			-500.00	525.83	525.83	-500.00	25.83	95.09
<b>Total Group 1: Segment 3: Department</b>								
			-500.00	525.83	525.83	-500.00	25.83	95.09
<b>Group 1: Segment 3: Department</b>								
			-500.00	525.83	525.83	-500.00	25.83	95.09
<b>Expenses</b>								
			0.00	691.00	691.00	0.00	691.00	0.00
			-90.75	0.00	0.00	-90.75	-90.75	0.00
			-40.39	109.00	109.00	-40.39	68.61	37.06
			-354.46	200.00	200.00	-354.46	-154.46	177.23
			-514.40	0.00	0.00	-514.40	-514.40	0.00
			-1,000.00	1,000.00	1,000.00	-1,000.00	0.00	100.00
			-1,000.00	1,000.00	1,000.00	-1,000.00	0.00	100.00
			-1,000.00	1,000.00	1,000.00	-1,000.00	0.00	100.00
<b>Total Group 1: Segment 3: Department</b>								
			-1,000.00	1,000.00	1,000.00	-1,000.00	0.00	100.00
<b>Group 1: Segment 3: Department</b>								
			-16,809.96	16,810.00	16,810.00	-16,809.96	0.04	100.00
			-16,809.96	16,810.00	16,810.00	-16,809.96	0.04	100.00
<b>Expenses</b>								
			-225.00	5,000.00	5,000.00	-225.00	4,775.00	4.50
			-89.87	0.00	0.00	-89.87	-89.87	0.00
			-407.31	0.00	0.00	-407.31	-407.31	0.00
			-495.12	0.00	0.00	-495.12	-495.12	0.00
			-50.00	0.00	0.00	-50.00	-50.00	0.00
			-1,267.30	5,000.00	5,000.00	-1,267.30	3,732.70	25.35

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number			Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
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<b>Total Group 1: Segment 3: Department</b>	<b>Code: 292 - Animal Control</b>		<b>-18,077.26</b>	<b>21,810.00</b>	<b>21,810.00</b>	<b>-18,077.26</b>	<b>3,732.74</b>	<b>82.89</b>
<b>Group 1: Segment 3: Department</b>	<b>Code: 294 - Tree Warden</b>							
Personnel								
001-02-294-5191-0000-000	TREE WARDEN - OTHER - STIPEND		-10,155.60	10,155.70	10,155.70	-10,155.60	0.10	100.00
<b>Total Group 3: Personnel</b>			<b>-10,155.60</b>	<b>10,155.70</b>	<b>10,155.70</b>	<b>-10,155.60</b>	<b>0.10</b>	<b>100.00</b>
Expenses								
001-02-294-5270-0000-000	TREE WARDEN - EQUIPMENT RENTAL		-10,100.00	9,374.00	9,374.00	-10,100.00	-726.00	107.74
001-02-294-5380-0000-000	TREE WARDEN - OTHER PURCHASED S		-370.17	1,200.00	1,200.00	-370.17	829.83	30.85
001-02-294-5710-0000-000	TREE WARDEN - TRAVEL MILEAGE - IN S		-215.63	300.00	300.00	-215.63	84.37	71.88
001-02-294-5730-0000-000	TREE WARDEN - DUES AND MEMBERSHI		-115.00	450.00	450.00	-115.00	335.00	25.56
<b>Total Group 3: Expenses</b>			<b>-10,800.80</b>	<b>11,324.00</b>	<b>11,324.00</b>	<b>-10,800.80</b>	<b>523.20</b>	<b>95.38</b>
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<b>Total Group 1: Segment 3: Department</b>	<b>Code: 294 - Tree Warden</b>		<b>-20,956.40</b>	<b>21,479.70</b>	<b>21,479.70</b>	<b>-20,956.40</b>	<b>523.30</b>	<b>97.56</b>
<b>Group 1: Segment 3: Department</b>	<b>Code: 297 - Burial Agent</b>							
Personnel								
001-02-297-5191-0000-000	BURIEL AGENT - OTHER - STIPEND		-136.00	136.00	136.00	-136.00	0.00	100.00
<b>Total Group 3: Personnel</b>			<b>-136.00</b>	<b>136.00</b>	<b>136.00</b>	<b>-136.00</b>	<b>0.00</b>	<b>100.00</b>
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<b>Total Group 1: Segment 3: Department</b>	<b>Code: 297 - Burial Agent</b>		<b>-136.00</b>	<b>136.00</b>	<b>136.00</b>	<b>-136.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Group 1: Segment 3: Department</b>	<b>Code: 298 - Parking Clerk</b>							
Personnel								
001-02-298-5191-0000-000	PARKING CLERK - OTHER - STIPEND		-59.00	59.00	59.00	-59.00	0.00	100.00
<b>Total Group 3: Personnel</b>			<b>-59.00</b>	<b>59.00</b>	<b>59.00</b>	<b>-59.00</b>	<b>0.00</b>	<b>100.00</b>
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<b>Total Group 1: Segment 3: Department</b>	<b>Code: 298 - Parking Clerk</b>		<b>-59.00</b>	<b>59.00</b>	<b>59.00</b>	<b>-59.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Group 1: Segment 3: Department</b>	<b>Code: 300 - NMRSD North Midd Reg School District</b>							
Expenses								
001-03-300-5400-0000-000	N.M.R.S.D. ASSESSMENT		-8,987,368.00	8,987,368.00	8,987,368.00	-8,987,368.00	0.00	100.00

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
<b>Total Group 3: Expenses</b>							
		-8,987,368.00	8,987,368.00	8,987,368.00	-8,987,368.00	0.00	100.00
<b>Total Group 1: Segment 3: Department</b>							
		-8,987,368.00	8,987,368.00	8,987,368.00	-8,987,368.00	0.00	100.00
<b>Group 1: Segment 3: Department</b>							
		-8,987,368.00	8,987,368.00	8,987,368.00	-8,987,368.00	0.00	100.00
<b>Expenses</b>							
001-03-301-5400-0000-000	N.V.T.H.S. ASSESSMENT	-1,034,072.00	1,034,072.00	1,034,072.00	-1,034,072.00	0.00	100.00
<b>Total Group 3: Expenses</b>							
		-1,034,072.00	1,034,072.00	1,034,072.00	-1,034,072.00	0.00	100.00
<b>Total Group 1: Segment 3: Department</b>							
		-1,034,072.00	1,034,072.00	1,034,072.00	-1,034,072.00	0.00	100.00
<b>Group 1: Segment 3: Department</b>							
		-1,034,072.00	1,034,072.00	1,034,072.00	-1,034,072.00	0.00	100.00
<b>Personnel</b>							
001-04-421-5100-0000-000	HIGHWAY - SALARY-HIGHWAY SUPERIN	-78,491.30	78,491.00	78,491.00	-78,491.30	-0.30	100.00
001-04-421-5110-0000-000	HIGHWAY -WAGES-OPER STAFF	-226,658.17	274,113.00	256,113.00	-226,658.17	29,454.83	88.50
001-04-421-5112-0000-000	HIGHWAY - WAGES-SUPPORT STAFF	0.00	0.00	0.00	0.00	0.00	0.00
001-04-421-5120-0000-000	HIGHWAY TEMPORARY WAGES	-7,042.95	0.00	0.00	-7,042.95	0.00	0.00
001-04-421-5130-0000-000	HIGHWAY - ADDITIONAL GROSS - OT & D	-4,455.01	7,546.00	7,546.00	-4,455.01	3,090.99	59.04
001-04-421-5190-0000-000	HIGHWAY - OTHER STIPEND - LONGEVIT	-4,800.00	4,800.00	4,800.00	-4,800.00	0.00	100.00
001-04-421-5192-0000-000	HIGHWAY - OTHER STIPEND - CERTIFIC	-3,000.00	3,500.00	3,500.00	-3,000.00	500.00	85.71
001-04-421-5195-0000-000	HIGHWAY - OTHER - UNIFORM ALLOWA	-5,886.85	6,900.00	6,900.00	-5,886.85	1,013.15	85.32
<b>Total Group 3: Personnel</b>							
		-330,334.28	375,350.00	357,350.00	-330,334.28	27,015.72	92.44
<b>Total Group 1: Segment 3: Department</b>							
		-330,334.28	375,350.00	357,350.00	-330,334.28	27,015.72	92.44
<b>Group 1: Segment 3: Department</b>							
		-330,334.28	375,350.00	357,350.00	-330,334.28	27,015.72	92.44
<b>Expenses</b>							
001-04-422-5210-0000-000	HGHWAY - ENERGY	-12,823.83	13,680.00	13,680.00	-12,823.83	856.17	93.74
001-04-422-5230-0000-000	HIGHWAY - WATER	-382.00	200.00	200.00	-382.00	-182.00	191.00
001-04-422-5240-0000-000	HIGHWAY - REPAIR & MAINT BUILDING	-1,672.36	1,000.00	1,000.00	-1,672.36	-672.36	167.24
001-04-422-5245-0000-000	HIGHWAY - REPAIR & MAINT EQUIPMEN	-28,820.52	4,500.00	13,500.00	-28,820.52	-15,320.52	213.49
001-04-422-5270-0000-000	HIGHWAY - EQUIPMENT RENTAL	-872.02	1,500.00	1,500.00	-872.02	627.98	58.13
001-04-422-5300-0000-000	HIGHWAY - PROFESSIONAL SERVICES	-2,250.99	1,500.00	1,500.00	-2,250.99	-750.99	150.07

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-04-422-5340-0000-000	HIGHWAY - COMMUNICATION	-3,841.70	3,000.00	3,000.00	-3,841.70	-841.70	128.06
001-04-422-5380-0000-000	HIGHWAY - OTHER SERVICES	-8,659.59	1,000.00	1,000.00	-8,659.59	-7,659.59	865.96
001-04-422-5420-0000-000	HIGHWAY - OFFICE SUPPLIES	-585.78	1,000.00	1,000.00	-585.78	414.22	58.58
001-04-422-5430-0000-000	HIGHWAY - BUILDING SUPPLIES	0.00	2,000.00	2,000.00	0.00	2,000.00	0.00
001-04-422-5480-0000-000	HIGHWAY - VEHICULAR SUPPLIES	-23,837.45	41,000.00	41,000.00	-23,837.45	17,162.55	58.14
001-04-422-5530-0000-000	HIGHWAY - PUBLIC WORKS SUPPLIES	-39,056.59	30,000.00	39,000.00	-39,056.59	-56.59	100.15
001-04-422-5580-0000-000	HIGHWAY - OTHER SUPPLIES	-1,226.93	3,000.00	3,000.00	-1,226.93	1,773.07	40.90
001-04-422-5710-0000-000	HIGHWAY - TRAVEL	-2.00	0.00	0.00	-2.00	-2.00	0.00
001-04-422-5730-0000-000	HIGHWAY - DUES & MEMBERSHIPS	-499.13	300.00	300.00	-499.13	-199.13	166.38
001-04-422-5850-0000-000	HIGHWAY - NEW EQUIPMENT	0.00	2,000.00	2,000.00	0.00	2,000.00	0.00
001-04-422-5870-0000-000	HIGHWAY - REPLACE EQUIPMENT	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00
Total Group 3: Expenses		-124,530.89	107,180.00	125,180.00	-124,530.89	649.11	99.48
Total Group 1: Segment 3: Department		-124,530.89	107,180.00	125,180.00	-124,530.89	649.11	99.48
Group 1: Segment 3: Department		-124,530.89	107,180.00	125,180.00	-124,530.89	649.11	99.48
Personnel							
001-04-423-5120-0000-000	HWY - SNOW & ICE - WAGES-TEMPORA	-9,418.66	2,000.00	9,418.66	-9,418.66	0.00	100.00
001-04-423-5130-0000-000	HWY - SNOW & ICE - WAGES - OVERTIM	-52,715.82	25,000.00	57,432.29	-52,715.82	4,716.47	91.79
Total Group 3: Personnel		-62,134.48	27,000.00	66,850.95	-62,134.48	4,716.47	92.94
Expenses							
001-04-423-5245-0000-000	HWY - SNOW & ICE - REPAIR & MAINTAI	-76,858.75	0.00	0.00	-76,858.75	-76,858.75	0.00
001-04-423-5270-0000-000	HWY - SNOW & ICE - EQUIPMENT RENTA	-86,064.82	25,000.00	96,882.60	-86,064.82	10,817.78	88.83
001-04-423-5480-0000-000	HWY - SNOW & ICE - VEHICULAR SUPPLI	-10,548.85	29,000.00	29,000.00	-10,548.85	18,451.15	36.38
001-04-423-5512-0000-000	HWY - SNOW & ICE - SALT	-180,392.79	70,000.00	133,266.45	-180,392.79	-47,126.34	135.36
001-04-423-5513-0000-000	HWY - SNOW & ICE -SAND	-39,735.25	22,000.00	22,000.00	-39,735.25	-17,735.25	180.61
001-04-423-5870-0000-000	HWY - SNOW & ICE - REPLACEMENT EQ	-7,774.88	2,000.00	2,000.00	-7,774.88	-5,774.88	388.74
Total Group 3: Expenses		-401,375.34	148,000.00	283,149.05	-401,375.34	-118,226.29	141.75
Total Group 1: Segment 3: Department		-463,509.82	175,000.00	350,000.00	-463,509.82	-113,509.82	132.43
Code: 423 - Highway - Snow & Ice		-463,509.82	175,000.00	350,000.00	-463,509.82	-113,509.82	132.43



DATE: 11/20/13  
CITY: 0100/2013  
ACTIVE ACCOUNTS ONLY

## 1107/11 0039 4 2000

Active Accounts Only

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
<b>Group 1: Segment 3: Department Expenses</b>		Code: 435 - Household Hazardous Waste					
001-04-435-5300-0000-000	PROF SVS - NORTH CENT REG SOLID W	-5,198.00	5,198.00	5,198.00	-5,198.00	0.00	100.00
<b>Total Group 3: Expenses</b>		<b>-5,198.00</b>	<b>5,198.00</b>	<b>5,198.00</b>	<b>-5,198.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Total Group 1: Segment 3: Department</b>		<b>-5,198.00</b>	<b>5,198.00</b>	<b>5,198.00</b>	<b>-5,198.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Group 1: Segment 3: Department Personnel</b>		Code: 491 - Cemetery & Parks					
001-04-491-5100-0000-000	CEM/PARKS - WAGES-SUPERINTENDEN	-50,051.82	49,507.00	49,507.00	-50,051.82	-544.82	101.10
001-04-491-5110-0000-000	CEM/PARKS - WAGES - OPER FOREMAN	-31,696.92	32,349.00	32,349.00	-31,696.92	652.08	97.98
001-04-491-5112-0000-000	CEM/PARKS - WAGES - SUPPORT STAFF	-2,786.20	7,949.00	7,949.00	-2,786.20	5,162.80	35.05
001-04-491-5120-0000-000	CEM/PARKS - WAGES - TEMP HELP	-22,383.11	21,353.00	21,353.00	-22,383.11	-1,030.11	104.82
001-04-491-5130-0000-000	CEM/PARKS - ADDITIONAL GROSS - OVE	-1,609.70	0.00	0.00	-1,609.70	-1,609.70	0.00
001-04-491-5190-0000-000	CEM/PARKS - OTHER - STIPEND - LONG	-600.00	300.00	300.00	-600.00	-300.00	200.00
001-04-491-5195-0000-000	CEM/PARKS - OTHER - UNIFORM ALLOW	0.00	40.00	40.00	0.00	40.00	0.00
<b>Total Group 3: Personnel Expenses</b>		<b>-109,127.75</b>	<b>111,498.00</b>	<b>111,498.00</b>	<b>-109,127.75</b>	<b>2,370.25</b>	<b>97.87</b>
001-04-491-5210-0000-000	CEM/PARKS - ENERGY	-2,890.86	3,525.00	3,525.00	-2,890.86	634.14	82.01
001-04-491-5230-0000-000	CEM/PARKS - WATER	-178.20	300.00	300.00	-178.20	121.80	59.40
001-04-491-5240-0000-000	CEM/PARKS - REPAIR & MAINTAIN BUILD	-411.93	500.00	500.00	-411.93	88.07	82.39
001-04-491-5245-0000-000	CEM/PARKS - REPAIR & MAINTENANCE	-426.31	350.00	350.00	-426.31	-76.31	121.80
001-04-491-5270-0000-000	CEM/PARKS - EQUIPMENT RENTAL	-815.35	1,000.00	1,000.00	-815.35	184.65	81.54
001-04-491-5340-0000-000	CEM/PARKS - COMMUNICATION	-237.30	300.00	300.00	-237.30	62.70	79.10
001-04-491-5420-0000-000	CEM/PARKS - OFFICE SUPPLIES	-190.49	46.00	46.00	-190.49	-144.49	414.11
001-04-491-5430-0000-000	CEM/PARKS - BUILDING MAINTENANCE	-122.04	100.00	100.00	-122.04	-22.04	122.04
001-04-491-5460-0000-000	CEM/PARKS -GROUNDSKEEPING SUPPL	-174.61	1,100.00	1,100.00	-174.61	925.39	15.87
001-04-491-5480-0000-000	CEM/PARKS - VEHICULAR SUPPLIES	-3,383.06	1,700.00	1,700.00	-3,383.06	-1,683.06	199.00
001-04-491-5580-0000-000	CEM/PARKS - OTHER SUPPLIES	-513.53	500.00	500.00	-513.53	-13.53	102.71
<b>Total Group 3: Expenses</b>		<b>-9,343.68</b>	<b>9,421.00</b>	<b>9,421.00</b>	<b>-9,343.68</b>	<b>77.32</b>	<b>99.18</b>
<b>Total Group 1: Segment 3: Department</b>		<b>-118,471.43</b>	<b>120,919.00</b>	<b>120,919.00</b>	<b>-118,471.43</b>	<b>2,447.57</b>	<b>97.98</b>
<b>Total Group 1: Segment 3: Department</b>		<b>-118,471.43</b>	<b>120,919.00</b>	<b>120,919.00</b>	<b>-118,471.43</b>	<b>2,447.57</b>	<b>97.98</b>



# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number			Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Group 1: Segment 3: Department Special Code: 493 - Cemetery Improvements								
001-04-493-5000-0000-000		CEMETERY IMPROVEMENT FUND	-1,123.18	7,950.00	35,410.93	-1,123.18	34,287.75	3.17
Total Group 3: Special			-1,123.18	7,950.00	35,410.93	-1,123.18	34,287.75	3.17
Total Group 1: Segment 3: Department Code: 493 - Cemetery Improvements								
Group 1: Segment 3: Department Personnel Code: 520 - Board of Health								
001-05-520-5112-0000-000		BOH - WAGES-SUPPORT STAFF	-34,731.38	34,746.00	34,746.00	-34,731.38	14.62	99.96
001-05-520-5190-0000-000		BOH - OTHER - STIPEND - LONGEVITY	-300.00	300.00	300.00	-300.00	0.00	100.00
Total Group 3: Personnel			-35,031.38	35,046.00	35,046.00	-35,031.38	14.62	99.96
Expenses								
001-05-520-5300-0000-000		BOH - PROF SERVICES	-150.00	800.00	800.00	-150.00	650.00	18.75
001-05-520-5340-0000-000		BOH - COMMUNICATION	-110.00	70.00	70.00	-110.00	-40.00	157.14
001-05-520-5420-0000-000		BOH - OFFICE SUPPLIES	-578.88	275.00	275.00	-578.88	-303.88	210.50
001-05-520-5710-0000-000		BOH - TRAVEL/MILEAGE IN-STATE	-354.25	305.00	305.00	-354.25	-49.25	116.15
001-05-520-5730-0000-000		BOH - DUES & MEMBERSHIPS	-360.00	250.00	250.00	-360.00	-110.00	144.00
Total Group 3: Expenses			-1,553.13	1,700.00	1,700.00	-1,553.13	146.87	91.36
Total Group 1: Segment 3: Department Code: 520 - Board of Health								
Total Group 3: Department Expenses			-36,584.51	36,746.00	36,746.00	-36,584.51	161.49	99.56
Group 1: Segment 3: Department Code: 521 - BOH - Special Articles								
001-05-521-5780-2014-015		BOH - MUNI RECYCLE ENFORC GRANT	-632.17	0.00	632.17	-632.17	0.00	100.00
Total Group 3: Expenses			-632.17	0.00	632.17	-632.17	0.00	100.00
Total Group 1: Segment 3: Department Code: 521 - BOH - Special Articles								
Group 1: Segment 3: Department Code: 522 - Nashoba Board of Health Assmts								
001-05-522-5300-0000-000		NASHOBA ASSOC BOH - NURSING CONT	-8,702.84	7,059.00	7,059.00	-8,702.84	-1,643.84	123.29

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-05-522-5300-0000-001	NASHOBA ASSOC BOH - HEALTH MONIT	-19,440.84	21,085.00	21,085.00	-19,440.84	1,644.16	92.20
Total Group 3: Expenses		-28,143.68	28,144.00	28,144.00	-28,143.68	0.32	100.00
Total Group 1: Segment 3: Department		-28,143.68	28,144.00	28,144.00	-28,143.68	0.32	100.00
Group 1: Segment 3: Department		-28,143.68	28,144.00	28,144.00	-28,143.68	0.32	100.00
Expenses		Code: 524 - BOH Landfill Engineering					
001-05-524-5300-0000-000	LANDFILL ENGINEERING -PROFESSIONA	-20,400.00	20,400.00	20,400.00	-20,400.00	0.00	100.00
Total Group 3: Expenses		-20,400.00	20,400.00	20,400.00	-20,400.00	0.00	100.00
Total Group 1: Segment 3: Department		-20,400.00	20,400.00	20,400.00	-20,400.00	0.00	100.00
Group 1: Segment 3: Department		-20,400.00	20,400.00	20,400.00	-20,400.00	0.00	100.00
Personnel		Code: 541 - COA Council on Aging					
001-05-541-5100-0000-000	COA -WAGES - DIRECTOR	-38,830.10	37,929.00	37,929.00	-38,830.10	-901.10	102.38
001-05-541-5110-0000-000	COA - WAGES - OPER STAFF	-35,411.36	36,505.00	36,505.00	-35,411.36	1,093.64	97.00
001-05-541-5120-0000-000	COA - WAGES - TEMP HELP	-400.03	580.00	580.00	-400.03	179.97	68.97
001-05-541-5190-0000-000	COA - OTHER STIPEND - LONGEVITY	0.00	900.00	900.00	0.00	900.00	0.00
Total Group 3: Personnel		-74,641.49	75,914.00	75,914.00	-74,641.49	1,272.51	98.32
Expenses							
001-05-541-5245-0000-000	COA - REPAIR & MAINT EQUIPMENT	-366.18	695.00	695.00	-366.18	328.82	52.69
001-05-541-5300-0000-000	COA - PROFESSIONAL SERVICES	-1,546.12	1,600.00	1,600.00	-1,546.12	53.88	96.63
001-05-541-5340-0000-000	COA - COMMUNICATIONS	-1,109.08	1,300.00	1,300.00	-1,109.08	190.92	85.31
001-05-541-5420-0000-000	COA - OFFICE SUPPLIES	-1,261.54	1,000.00	1,000.00	-1,261.54	-261.54	126.15
001-05-541-5580-0000-000	COA - OTHER SUPPLIES	-1,474.53	1,525.00	1,525.00	-1,474.53	50.47	96.69
001-05-541-5730-0000-000	COA - DUES & MEMBERSHIPS	-862.55	500.00	500.00	-862.55	-362.55	172.51
Total Group 3: Expenses		-6,620.00	6,620.00	6,620.00	-6,620.00	0.00	100.00
Total Group 1: Segment 3: Department		-81,261.49	82,534.00	82,534.00	-81,261.49	1,272.51	98.46
Group 1: Segment 3: Department		-81,261.49	82,534.00	82,534.00	-81,261.49	1,272.51	98.46

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Group 1: Segment 3: Department Code: 543 - Veterans Agent						
Personnel						
001-05-543-5191-0000-000	-5,134.16	5,134.23	5,134.23	-5,134.16	0.07	100.00
Total Group 3: Personnel	-5,134.16	5,134.23	5,134.23	-5,134.16	0.07	100.00
Expenses						
001-05-543-5420-0000-000	0.00	100.00	100.00	0.00	100.00	0.00
Total Group 3: Expenses	0.00	100.00	100.00	0.00	100.00	0.00
Total Group 1: Segment 3: Department Code: 543 - Veterans Agent						
	-5,134.16	5,234.23	5,234.23	-5,134.16	100.07	98.09
Group 1: Segment 3: Department Code: 544 - Veterans Benefits						
Expenses						
001-05-544-5300-0000-000	0.00	0.00	0.00	0.00	0.00	0.00
001-05-544-5380-0000-000	-69,929.55	55,000.00	71,000.00	-69,929.55	1,070.45	98.49
Total Group 3: Expenses	-69,929.55	55,000.00	71,000.00	-69,929.55	1,070.45	98.49
Total Group 1: Segment 3: Department Code: 544 - Veterans Benefits						
	-69,929.55	55,000.00	71,000.00	-69,929.55	1,070.45	98.49
Group 1: Segment 3: Department Code: 610 - Library						
Personnel						
001-06-610-5100-0000-000	-45,223.60	45,234.00	45,234.00	-45,223.60	10.40	99.98
001-06-610-5110-0000-000	-49,758.47	49,799.00	49,799.00	-49,758.47	40.53	99.92
001-06-610-5110-0001-000	-30,513.28	30,474.00	30,474.00	-30,513.28	-39.28	100.13
001-06-610-5110-0002-000	-23,747.05	23,738.00	23,738.00	-23,747.05	-9.05	100.04
001-06-610-5110-0003-000	-32,278.16	32,284.00	32,284.00	-32,278.16	5.84	99.98
001-06-610-5120-0000-000	0.00	0.00	0.00	0.00	0.00	0.00
001-06-610-5190-0000-000	-1,500.00	1,500.00	1,500.00	-1,500.00	0.00	100.00
Total Group 3: Personnel	-183,020.56	183,029.00	183,029.00	-183,020.56	8.44	100.00
Expenses						
001-06-610-5340-0000-000	-605.90	1,050.00	1,050.00	-605.90	444.10	57.70
001-06-610-5380-0000-000	-11,537.55	11,683.00	11,683.00	-11,537.55	145.45	98.76
001-06-610-5420-0000-000	-1,975.29	2,000.00	2,000.00	-1,975.29	24.71	98.76

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
001-06-610-5450-0000-000	LIBRARY - CUSTODIAL SUPPLIES	0.00	100.00	100.00	0.00	100.00	0.00
001-06-610-5580-0000-000	LIBRARY - OTHER SUPPLIES - BOOKS D	-35,173.99	34,533.00	34,533.00	-35,173.99	-640.99	101.86
001-06-610-5730-0000-000	LIBRARY - DUES & MEMBERSHIPS	-1,809.89	1,752.00	1,752.00	-1,809.89	-57.89	103.30
Total Group 3: Expenses		-51,102.62	51,118.00	51,118.00	-51,102.62	15.38	99.97
Total Group 1: Segment 3: Department		-234,123.18	234,147.00	234,147.00	-234,123.18	23.82	99.99
Group 1: Segment 3: Department		-234,123.18	234,147.00	234,147.00	-234,123.18	23.82	99.99
Expenses							
001-06-660-5300-0000-000	MEMORIAL DAY - PROFESSIONAL SERVI	-1,366.00	1,500.00	1,500.00	-1,366.00	134.00	91.07
001-06-660-5350-0000-000	MEMORIAL DAY - BAND SERVICES	-1,986.00	2,225.00	2,225.00	-1,986.00	239.00	89.26
001-06-660-5580-0000-000	MEMORIAL DAY - OTHER SUPPLIES	-836.44	833.00	833.00	-836.44	-3.44	100.41
Total Group 3: Expenses		-4,188.44	4,558.00	4,558.00	-4,188.44	369.56	91.89
Total Group 1: Segment 3: Department		-4,188.44	4,558.00	4,558.00	-4,188.44	369.56	91.89
Group 1: Segment 3: Department		-4,188.44	4,558.00	4,558.00	-4,188.44	369.56	91.89
Expenses							
001-06-692-5350-0000-000	BAND CONCERTS - BAND SERVICES	-8,399.90	8,100.00	8,100.00	-8,399.90	-299.90	103.70
001-06-692-5580-0000-000	BAND CONCERTS - OTHER SUPPLIES	0.00	300.00	300.00	0.00	300.00	0.00
Total Group 3: Expenses		-8,399.90	8,400.00	8,400.00	-8,399.90	0.10	100.00
Total Group 1: Segment 3: Department		-8,399.90	8,400.00	8,400.00	-8,399.90	0.10	100.00
Group 1: Segment 3: Department		-8,399.90	8,400.00	8,400.00	-8,399.90	0.10	100.00
Expenses							
001-07-710-5910-0001-000	LTD - EXCLUDED - FIRE LADDER TRUCK	-42,900.00	42,900.00	42,900.00	-42,900.00	0.00	100.00
001-07-710-5910-0002-000	LTD - EXCLUDED MEMORIAL HALL	-115,000.00	115,000.00	115,000.00	-115,000.00	0.00	100.00
001-07-710-5910-0004-000	LTD - EXCLUDED- FIRE STATION/ELM/CA	-166,732.00	166,732.00	166,732.00	-166,732.00	0.00	100.00
001-07-710-5910-0006-000	LTD - EXCLUDED - WATER EXTENSION	-15,000.00	15,000.00	15,000.00	-15,000.00	0.00	100.00
Total Group 3: Expenses		-339,632.00	339,632.00	339,632.00	-339,632.00	0.00	100.00
Total Group 1: Segment 3: Department		-339,632.00	339,632.00	339,632.00	-339,632.00	0.00	100.00
Group 1: Segment 3: Department		-339,632.00	339,632.00	339,632.00	-339,632.00	0.00	100.00
Expenses							

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number				Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Total Group 1: Segment 3: Department		Code: 710 - Long Term Excl Debt	Code: 715 - Long Term Non Excl Debt Service	-339,632.00	339,632.00	339,632.00	-339,632.00	0.00	100.00
Group 1: Segment 3: Department									
Expenses									
001-07-715-5910-0000-000	LTD - NON EXCLUDE - M.W.P.A.T.			-27,734.00	27,734.00	27,734.00	-27,734.00	0.00	100.00
001-07-715-5910-0001-000	LTD - NON-EXCLUDE - FIRE LADDER TRU			-67,100.00	67,100.00	67,100.00	-67,100.00	0.00	100.00
001-07-715-5910-0002-000	LTD - NON-EXCLUDE - WITCHS BROOK			-8,268.00	8,268.00	8,268.00	-8,268.00	0.00	100.00
Total Group 3: Expenses				-103,102.00	103,102.00	103,102.00	-103,102.00	0.00	100.00
				-103,102.00	103,102.00	103,102.00	-103,102.00	0.00	100.00
Total Group 1: Segment 3: Department		Code: 715 - Long Term Non Excl	Code: 750 - Long Term Excl Interest	-103,102.00	103,102.00	103,102.00	-103,102.00	0.00	100.00
Group 1: Segment 3: Department									
Expenses									
001-07-750-5920-0001-000	LT INTEREST-EXC-FIRE LADDER TRUCK			-3,898.69	3,905.00	3,905.00	-3,898.69	6.31	99.84
001-07-750-5920-0002-000	LT INTEREST -EXC- MEMORIAL HA			-10,218.76	10,219.00	10,219.00	-10,218.76	0.24	100.00
001-07-750-5920-0004-000	LT INTEREST -EXC- FIRE STATION/ELM/			-70,258.00	70,258.00	70,258.00	-70,258.00	0.00	100.00
001-07-750-5920-0006-000	LT INTEREST -EXC- WATER EXTENSION			-850.00	850.00	850.00	-850.00	0.00	100.00
Total Group 3: Expenses				-85,225.45	85,232.00	85,232.00	-85,225.45	6.55	99.99
				-85,225.45	85,232.00	85,232.00	-85,225.45	6.55	99.99
Total Group 1: Segment 3: Department		Code: 750 - Long Term Excl Interest	Code: 755 - Long Term Non Excl Interest	-85,225.45	85,232.00	85,232.00	-85,225.45	6.55	99.99
Group 1: Segment 3: Department									
Expenses									
001-07-755-5920-0001-000	LT INTEREST-NON-EXCLD-FIRE LADDER			-6,113.81	6,108.00	6,108.00	-6,113.81	-5.81	100.10
001-07-755-5920-0002-000	LT INTEREST -NON-EXCLD-WITCHS			-4,412.00	4,412.00	4,412.00	-4,412.00	0.00	100.00
Total Group 3: Expenses				-10,525.81	10,520.00	10,520.00	-10,525.81	-5.81	100.06
				-10,525.81	10,520.00	10,520.00	-10,525.81	-5.81	100.06
Total Group 1: Segment 3: Department		Code: 755 - Long Term Non Excl	Code: 759 - Short Term Interest	-10,525.81	10,520.00	10,520.00	-10,525.81	-5.81	100.06
Group 1: Segment 3: Department									
Expenses									
001-07-759-5925-0000-000	INT ON ST LOANS/ISSUANCE COSTS			-426.25	9,000.00	9,000.00	-426.25	8,573.75	4.74
Total Group 3: Expenses				-426.25	9,000.00	9,000.00	-426.25	8,573.75	4.74
				-426.25	9,000.00	9,000.00	-426.25	8,573.75	4.74

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number			Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Total Group 1: Segment 3: Department		Code: 759 - Short Term Interest	-426.25	9,000.00	9,000.00	-426.25	8,573.75	4.74
Group 1: Segment 3: Department		Code: 911 - Middlesex County Retirement	-426.25	9,000.00	9,000.00	-426.25	8,573.75	4.74
Expenses								
001-09-911-5750-0000-000		COUNTY RETIREMENT SYSTEM	-673,724.00	673,724.00	673,724.00	-673,724.00	0.00	100.00
Total Group 3: Expenses			-673,724.00	673,724.00	673,724.00	-673,724.00	0.00	100.00
Total Group 1: Segment 3: Department		Code: 911 - Middlesex County	-673,724.00	673,724.00	673,724.00	-673,724.00	0.00	100.00
Group 1: Segment 3: Department		Code: 913 - Unemployment	-673,724.00	673,724.00	673,724.00	-673,724.00	0.00	100.00
Expenses								
001-09-913-5750-0000-000		UNEMPLOYMENT COMPENSATION	-1,080.00	15,000.00	13,500.00	-1,080.00	12,420.00	8.00
Total Group 3: Expenses			-1,080.00	15,000.00	13,500.00	-1,080.00	12,420.00	8.00
Total Group 1: Segment 3: Department		Code: 913 - Unemployment	-1,080.00	15,000.00	13,500.00	-1,080.00	12,420.00	8.00
Group 1: Segment 3: Department		Code: 914 - Employee Health Insurance	-1,080.00	15,000.00	13,500.00	-1,080.00	12,420.00	8.00
Expenses								
001-09-914-5740-0000-000		HEALTH INSURANCE TOWN SHARE	-846,680.96	954,289.00	948,289.00	-846,680.96	101,608.04	89.29
Total Group 3: Expenses			-846,680.96	954,289.00	948,289.00	-846,680.96	101,608.04	89.29
Total Group 1: Segment 3: Department		Code: 914 - Employee Health	-846,680.96	954,289.00	948,289.00	-846,680.96	101,608.04	89.29
Group 1: Segment 3: Department		Code: 915 - Employee Life Insurance	-846,680.96	954,289.00	948,289.00	-846,680.96	101,608.04	89.29
Expenses								
001-09-915-5740-0000-000		LIFE INSURANCE TOWN SHARE	-223.00	450.00	450.00	-223.00	227.00	49.56
Total Group 3: Expenses			-223.00	450.00	450.00	-223.00	227.00	49.56
Total Group 1: Segment 3: Department		Code: 915 - Employee Life Insurance	-223.00	450.00	450.00	-223.00	227.00	49.56

# Town of Townsend

## Expense Control Report - Expenditure Ledger

Account Number	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Group 1: Segment 3: Department Code: 916 - Medicare						
Expenses						
001-09-916-5780-0000-000	-56,383.12	46,740.00	56,740.00	-56,383.12	356.88	99.37
Total Group 3: Expenses	-56,383.12	46,740.00	56,740.00	-56,383.12	356.88	99.37
Total Group 1: Segment 3: Department Code: 916 - Medicare						
99.37						
Group 1: Segment 3: Department Code: 945 - Town Insurances						
Expenses						
001-09-945-5740-0000-000	-193,055.50	239,580.00	202,543.00	-193,055.50	9,487.50	95.32
Total Group 3: Expenses	-193,055.50	239,580.00	202,543.00	-193,055.50	9,487.50	95.32
GENERAL PROPERTY LIABILITY & VEHIC						
95.32						
Total Group 1: Segment 3: Department Code: 945 - Town Insurances						
95.32						
Group 1: Segment 3: Department Code: 950 - Town Insurance Encumbrance						
Expenses						
001-09-950-5636-0000-100	0.00	0.00	4,866.50	0.00	4,866.50	0.00
001-09-950-5780-2012-000	0.00	0.00	4,494.00	0.00	4,494.00	0.00
Total Group 3: Expenses	0.00	0.00	9,360.50	0.00	9,360.50	0.00
Total Group 1: Segment 3: Department Code: 950 - Town Insurance						
0.00						
414 Account(s) totaling:						
-19,002,304.56	18,532,893.00	19,591,947.34	-19,002,304.56	589,642.78	96.99	



Expense Control Report - Expenditure Ledger

Account Number		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Group 1: Segment 3: Department		Code: 000 - General					
Personnel							
061-04-000-5100-0000-000	WATER - SALARY - SUPERINTENDENT	-71,910.72	71,915.00	71,915.00	-71,910.72	4.28	99.99
061-04-000-5110-0000-000	WATER - WAGES-OPER STAFF	-97,760.42	97,784.00	97,784.00	-97,760.42	23.58	99.98
061-04-000-5112-0000-000	WATER - WAGES-SUPPORT STAFF	-54,949.81	55,312.00	55,312.00	-54,949.81	362.19	99.35
061-04-000-5130-0000-000	WATER - ADDITIONAL GROSS - OVERTI	-5,130.48	8,300.00	8,300.00	-5,130.48	3,169.52	61.81
061-04-000-5134-0000-000	WATER - ADDITIONAL GROSS - REG & S	-13,918.64	13,325.00	13,325.00	-13,918.64	-593.64	104.46
061-04-000-5190-0000-000	WATER - OTHER - STIPEND - LONGEVIT	-3,900.00	3,900.00	3,900.00	-3,900.00	0.00	100.00
061-04-000-5191-0000-000	WATER - OTHER - STIPENDS - BOARD O	0.00	3.00	3.00	0.00	3.00	0.00
061-04-000-5192-0000-000	WATER - OTHER-STIPENDS - LICENSE &	-1,000.00	0.00	0.00	-1,000.00	-1,000.00	0.00
061-04-000-5193-0000-000	WATER - OTHER - RETIREMENT BENEFI	0.00	2,000.00	2,000.00	0.00	2,000.00	0.00
061-04-000-5195-0000-000	WATER - OTHER - CLOTHING ALLOWAN	-2,400.06	3,800.00	3,800.00	-2,400.06	1,399.94	63.16
Total Group 3: Personnel		-250,970.13	256,339.00	256,339.00	-250,970.13	5,368.87	97.91
Expenses							
061-04-000-5210-0000-000	WATER - ENERGY	-95,351.98	82,000.00	82,000.00	-95,351.98	-13,351.98	116.28
061-04-000-5240-0000-000	WATER - REPAIR & MAINT BUILDING	-3,004.09	5,000.00	5,000.00	-3,004.09	1,995.91	60.08
061-04-000-5245-0000-000	WATER - REPAIR & MAINT EQUIPMENT	-28,663.02	20,000.00	20,000.00	-28,663.02	-8,663.02	143.32
061-04-000-5245-0006-000	WATER - REPAIR & MAINTAIN - SCADA S	0.00	1.00	1.00	0.00	1.00	0.00
061-04-000-5270-0000-000	WATER - RENTALS	-965.00	1,000.00	1,000.00	-965.00	35.00	96.50
061-04-000-5300-0000-000	WATER - PROFESSIONAL SERVICES	-36,136.83	20,000.00	30,000.00	-36,136.83	-6,136.83	120.46
061-04-000-5300-0001-000	WATER - PROF SVS - BACKFLOW SURV	-5,775.00	6,000.00	6,000.00	-5,775.00	225.00	96.25
061-04-000-5340-0000-000	WATER - COMMUNICATION	-17,761.16	17,600.00	17,600.00	-17,761.16	-161.16	100.92
061-04-000-5380-0000-000	WATER - OTHER SERVICES	0.00	2,600.00	2,600.00	0.00	2,600.00	0.00
061-04-000-5420-0000-000	WATER - OFFICE SUPPLIES	-2,556.18	5,000.00	5,000.00	-2,556.18	2,443.82	51.12
061-04-000-5430-0000-000	WATER - BUILDING SUPPLIES	-595.14	1,500.00	1,500.00	-595.14	904.86	39.68
061-04-000-5435-0000-000	WATER - EQUIPMENT MAINT SUPPLIES	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00
061-04-000-5460-0000-000	WATER - GROUNDSKEEPING SUPPLIES	0.00	500.00	500.00	0.00	500.00	0.00
061-04-000-5480-0000-000	WATER - VEHICULAR SUPPLIES	-7,780.04	8,000.00	8,000.00	-7,780.04	219.96	97.25
061-04-000-5530-0000-000	WATER - PUBLIC WORKS SUPPLIES	-47,025.41	35,000.00	45,000.00	-47,025.41	-2,025.41	104.50
061-04-000-5530-0001-000	WATER - PUBLIC WORKS SUPPPLES - C	-13,349.48	23,000.00	23,000.00	-13,349.48	9,650.52	58.04
061-04-000-5580-0000-000	WATER - OTHER SUPPLIES	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
061-04-000-5710-0000-000	WATER - TRAVEL/MILEAGE-IN STATE	-597.90	1,100.00	1,100.00	-597.90	502.10	54.35



# Town of

## Expense Control Report - Expenditure Ledger

Account Number	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
061-04-000-5720-0000-000	0.00	100.00	100.00	0.00	100.00	0.00
061-04-000-5730-0000-000	-1,288.00	2,000.00	2,000.00	-1,288.00	712.00	64.40
061-04-000-5780-0000-000	0.00	500.00	500.00	0.00	500.00	0.00
061-04-000-5785-0000-000	-1,718.56	2,000.00	2,000.00	-1,718.56	281.44	85.93
061-04-000-5850-0000-000	-477.51	10,000.00	10,000.00	-477.51	9,522.49	4.78
061-04-000-5870-0000-000	0.00	1.00	1.00	0.00	1.00	0.00
061-04-000-5910-0000-000	-33,669.00	33,002.00	33,002.00	-33,669.00	-667.00	102.02
061-04-000-5910-0001-000	-47,963.42	48,030.00	48,030.00	-47,963.42	66.58	99.86
061-04-000-5920-0000-000	-8,704.97	9,378.00	9,378.00	-8,704.97	673.03	92.82
061-04-000-5920-0001-000	-13,620.19	14,970.00	14,970.00	-13,620.19	1,349.81	90.98
<b>Total Group 3: Expenses</b>	<b>-367,002.88</b>	<b>350,782.00</b>	<b>370,782.00</b>	<b>-367,002.88</b>	<b>3,779.12</b>	<b>98.98</b>
<b>Total Group 1: Segment 3: Department</b>	<b>-617,973.01</b>	<b>607,121.00</b>	<b>627,121.00</b>	<b>-617,973.01</b>	<b>9,147.99</b>	<b>98.54</b>
<b>Group 1: Segment 3: Department</b>	<b>-617,973.01</b>	<b>607,121.00</b>	<b>627,121.00</b>	<b>-617,973.01</b>	<b>9,147.99</b>	<b>98.54</b>
Code: 400 - Water Construction Projects						
061-04-400-5009-0000-000	0.00	0.00	58,219.23	0.00	58,219.23	0.00
061-04-400-5012-0000-000	-235,468.14	0.00	1,127,365.65	-235,468.14	891,897.51	20.89
061-04-400-5013-0000-000	0.00	0.00	127,911.75	0.00	127,911.75	0.00
061-04-400-5014-0000-000	0.00	0.00	6,276.29	0.00	6,276.29	0.00
<b>Total Group 3: Special</b>	<b>-235,468.14</b>	<b>0.00</b>	<b>1,319,772.92</b>	<b>-235,468.14</b>	<b>1,084,304.78</b>	<b>17.84</b>
<b>Total Group 1: Segment 3: Department</b>	<b>-235,468.14</b>	<b>0.00</b>	<b>1,319,772.92</b>	<b>-235,468.14</b>	<b>1,084,304.78</b>	<b>17.84</b>
<b>Group 1: Segment 3: Department</b>	<b>-235,468.14</b>	<b>0.00</b>	<b>1,319,772.92</b>	<b>-235,468.14</b>	<b>1,084,304.78</b>	<b>17.84</b>
Code: 500 - Water Special Articles						
061-04-500-5000-0000-000	0.00	20,000.00	0.00	0.00	0.00	0.00
<b>Total Group 3: Special</b>	<b>0.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenses</b>						
061-04-500-5245-2006-000	0.00	0.00	13,883.40	0.00	13,883.40	0.00
061-04-500-5805-2015-000	0.00	30,000.00	30,000.00	0.00	30,000.00	0.00
061-04-500-5850-2004-000	0.00	0.00	1,426.07	0.00	1,426.07	0.00
061-04-500-5902-2014-251	0.00	0.00	25,000.00	0.00	25,000.00	0.00

Town of

Expense Control Report - Expenditure Ledger

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061-04-500-5902-2015-001	-13,750.00	50,000.00	50,000.00	-13,750.00	36,250.00	27.50
Total Group 3: Expenses	-13,750.00	80,000.00	120,309.47	-13,750.00	106,559.47	11.43
<hr/>						
Total Group 1: Segment 3: Department	-13,750.00	100,000.00	120,309.47	-13,750.00	106,559.47	11.43
<hr/>						
48 Account(s) totaling:						
	-867,191.15	707,121.00	2,067,203.39	-867,191.15	1,200,012.24	41.95

## FIRE-EMS DEPARTMENT

Calendar year 2015 brought many changes for the Fire-EMS Department. In the fall of 2014 the Town and the Fire-EMS department had received the generous offer to donate a new Central Fire station. And anonymous benefactor would replace the 13 Elm Street headquarters with a six bay Central Fire Station on the same site. This generous donation would combine the 13 Elm Street Headquarters, 140 year old 8 Elm Street station and the four bay municipal garage behind town hall into one station. In April of 2015 the construction started and Headquarters moved into temporary quarters in construction trailers behind town hall. The new station was completed and accepted by town officials in November of 2015. On December 13<sup>th</sup> the 140 Anniversary of the Townsend Fire Department a decommissioning ceremony was held to officially close the 8 Elm street station built in 1875. The decommissioning was followed by a commission ceremony and grand opening of the new station and the generous donation by Sterlite Corporation became public. An estimated 3,000 people filled the streets on the mild December day as Townsend Fire-EMS personnel blew the 8 Elm Street station whistle for the last time, lowered the flag and officially closed the station that served the community for so many year.



The commissioning of the new station included several symbolic components representing the past, present and future of Townsend Fire-EMS. Speeches were given by elected officials from both from the State and the Town, the Fire Chief and Deputy Fire Chief. The flag was raised, the alerting system activated and in place of cutting a ribbon a fire hose was uncoupled to officially open the station.

For the first time in history fire and EMS personnel, and the resources they need are efficiently located in one centralized main fire station. On-duty day staff can now respond efficiently at a moment's notice and have all the essential resources at their disposal without having to respond to another station or building to get the resource they need. This decreased response times by several minutes when time is of the essence. For the first time in history the true merging of fire and EMS resources are possible and are without physical limitations.

Fire-EMS was also fortunate and grateful to have the support of the voters in 2015 to replace the West Townsend Fire Station. The former Miller-Tirrell Legion building located at 458 Main Street, next to the West Townsend Fire Station was purchased during the summer of 2015 to make room for a new modern day substation. Also approved was one million dollars to build a two bay substation approximately thirty five hundred square feet to replace the 140 year old station built in 1875.

At the time of this writing asbestos abatement and demolition of the legion building is scheduled. The Fire Station Committee is diligently working on request for proposals to hire an architectural firm to design the new station and put the project out to bid as required by Massachusetts General Laws. We hope to have the project completed by summer of 2017.

In the fall of 2015 the departure of the full-time Firefighter/Fire Prevention officer for a position in a bigger town created an opportunity for the department to further its integration of EMS by reclassifying the position to EMS Coordinator. The new full-time position will be a cross trained individual nationally certified as a Paramedic as well as being a certified Firefighter capable of responding to fire or EMS calls. The plan as proposed to the Board of Selectmen is to transition our full-time staff to Firefighter Paramedics. The EMS Coordinator position will hold the responsibility of keeping the department in compliance with Massachusetts Office of Emergency Medical Services

requirements including training of personnel in-house. The position will also alleviate the need to staff one of two part-time paramedics during the day. Phase II of the plan is to send our full-time Firefighter/EMT to paramedic school alleviating the need to staff any part-time Paramedics during the day. By alleviating the two part-time day-time positing we will free up sufficient funding the hire one additional Firefighter/Paramedic at little or no cost. This plan will significantly improve the quality of service we provide, while improving efficient and reliability. This is done by utilizing committed and invested full-time staff in place of several part-time paramedics.

January of 2016 another goal was met by putting the Paramedic Intercept vehicle back in service. This vehicle allows us to provide advance life support service to surrounding towns without taking and ambulance out of service. Although it was a goal to put this back-in-service once were moved into the new station it was forced to become an immediate priority when the engine blew in our 2006 Ford ambulance for the second time in four years.

With one of two ambulances out of service the paramedic truck was put back-in-service to eliminate the need to send our only ambulance out of town to assist neighboring departments keeping the Townsend citizens as our top priority. As a backup a 1999 ambulance that was repurposed as a special operations unit was called back to service as a second ambulance on a temporary basis. It was agreed by Fire-EMS officials and the Finance Committee that investing \$25,000 to replace the motor in the 10 year old ambulance for a second time was not a wise investment. At the time of this writing we intend to present a warrant article at the 2016 Annual meeting to obtain voter approval to replace the ambulance utilizing revenue from ambulance calls at no cost to the taxpayer.

Calendar year 2015 was a relatively normal year in respect to emergency calls. We responded to a total of 1,707 calls down from 1,717 in 2014. Townsend continues to be one of the only advance life support services in the area, working closely with surrounding towns to provide advance life support intercept services. Total EMS Calls for 2015 were 863 generating a record of \$355,000 in revenue to off-set the department's budget and capital expenses.

I would like to take this opportunity to thank members of the Townsend Fire-EMS Department for their hard work and dedication to the community. To thank the Board of Selectmen, and Citizens of Townsend for the opportunity bestowed upon me as the Fire-EMS Chief for Townsend. To thank Sterlite Corporation for the generous donation that has changed the course and efficiency of Townsend Fire-EMS.

Respectfully Submitted

Fire-EMS Chief  
Mark R. Boynton



# TOWNSEND EMERGENCY MANAGEMENT AGENCY

*"Plan Prepare Preserve Protect"*

"Plan, Prepare, Preserve, Protect" - that is what the Townsend Emergency Management Agency (TEMA) is charged with doing. Even with all the snow we had we still had another year with no major emergencies. That allowed our focus to be on the "Plan" and "Prepare" aspects of our charge.

In February I attended the International Disaster Conference and Exhibition in New Orleans. The workshops and speakers gave me many ideas and new possibilities to explore. I continue to attend various local and statewide meetings and conferences. This allows Townsend to stay current and to take advantage of opportunities we might not otherwise receive.

In June we participated in the local Flag Day celebration and the Hamfest Weekend at Mt. Wachusett. Both of these events gave the public a chance to see what TEMA does and how we can help you be prepared for any emergencies that might occur.



Other events during the year included the annual Unifil gas and electric exercises, CMDART programs (animals in disaster training), and working MEMA (Massachusetts Emergency Management) and meetings with the Red Cross and Board of Health.

In December we moved into our "new" home, (the Municipal Garage) and now have indoor facilities for our trailers and will soon have official office space!

Deputy Directors Tom Whittier and Mike Grimley and I continue to seek various grants to continue to grow our capabilities. Special thanks to all of our TEMA volunteers who continue to be

available when emergencies occur.

Please keep your "go" bag ready with at least a 3 day supply of food, water, and other items needed for your personal safety. Don't forget your pets, have a "go" bag ready for them as well. Remember, we are not immune - emergency events can happen here! Please call if you need help with any of these preparations.

Respectfully submitted,

Shirley Coit, Emergency Management Director

## **BUILDING DEPARTMENT**

I am pleased to submit the yearly report of activity for the Building Department for 2015. As you will note we had an extremely busy year. Construction of the new North Middlesex Regional High School has started. This is an exciting project and will keep the Building Department staff busy for the next three years of construction. It is anticipated that the new building will be ready for occupancy for the start of the new school year in 2017. Once the new building is occupied then the old building will be razed.

Townsend was also very fortunate this year with the gift of the new Central Fire Station. This new building sits prominently in the center of Town. It is a well-constructed, state of the art facility that will serve Townsend well for years to come. The generosity of the donor is overwhelming and I as the Building Commissioner thank him. It takes a special person to give back in the ways that he does.

Photo voltaic solar systems where up three fold. In 2014 there were 44 systems installed. In 2015 there were 136. The Federal Government has extended the energy tax credits for another 5 years so I am anticipating that we will have another busy year with solar systems. Massachusetts will be adopting the 2015 International Building Codes in 2016. It is anticipated that this will occur in either July or August. This will be the 9<sup>th</sup> edition of the State Building Code. In the past when a new building code is introduced there would be a 6 month concurrency period where the user could use either code, the existing or the new one. This will not be the case this time. Once the date is set for the new code to start, then as of that inception date the new code will be in full effect. Please be sure to plan accordingly for the changes when planning your projects.

As always if you have any building projects planned or have any questions for us here in the Building Department please be sure to give us a call or stop by. We will do our best to assist you with the permitting process.

In closing I would like to thank my Administrative Assistant Janet Leavitt for the hard work that she does all year long. I would also like to thank all of the other Departments and Board that interact with the Building Department for their continuous support and excellent working relations.

Respectfully submitted by:

Richard D. Hanks, Building Commissioner

**Report 2015****Number of Permits**

Single Family Dwellings	18
Multi-Family Dwellings	-0-
Remodeling and Additions	45
Accessory Buildings	- 9-
Swimming Pools/Hot Tubs	10
Commercial Buildings, New	-2-
Commercial Buildings, Renovations/Additions	-8-
Wood and Pellet Burning Stoves	25
Demolition	-9-
Siding, Roofing and Replacement Windows	85
Decks and Porches	23
Signs	-7-
Business Permits	22
Weatherization	43
Sheet Metal/Mechanical	18
Solar Panels	136
Safety Inspections	20
Other	29

**Total** **509**

**Total Estimated Value: \$62,335,922**

<b>Collected For 2015</b>	<b>Permits Issued</b>	<b>Fees Collected</b>
Building Permits	489	\$78,983
Safety Inspections	20	\$1,600
Collected for the Plumbing Inspector	170	\$11,547
Collected for the Gas Inspector	178	\$8,525
Collected for the Wiring Inspector	345	\$28,160
Collected for the Sealer of Wghts. & Msrs.	79	\$1,800

**Total Permits:** **1,281**

**Total Collected by the Building Department** **\$130,615**



## **Inspector of Wires**

I hereby submit my annual report for the year ending December 31, 2015. A total of 346 electrical wiring permit applications were processed.

**Permits issued: 346      Fees Collected: \$28,160**

All electrical work done must be in accordance with the Massachusetts Electric Code. Permits may be obtained in the Building Department, Townsend Memorial Hall.

I wish to thank Dan Cushion, the alternate Inspector of Wires for his help. Also thanks to all the other Departments and Board for their ongoing cooperation and support.

Respectfully submitted,

William Choate, Inspector of Wires

## **PLUMBING INSPECTOR**

I hereby submit my annual report for the year ending December 31, 2015. There were 170 plumbing permits processed. These permits were issued for new homes, renovations and commercial buildings.

All installations of plumbing must follow the State Uniform Code, Chapter 142 of the Massachusetts General Laws and Titles of Environmental Code. The Plumbing Code is founded upon Certain Principles of environmental sanitation and safety through proper design, acceptable and adequate installation and maintenance. Construction may vary, but basic sanitary and safety principles are desirable and necessary to protect the health of the public.

Permits are required for the installation of hot water tanks, solar heat, and any domestic water connection, including back flow preventers, septic tanks and lawn sprinklers.

All plumbing must be done by a Massachusetts Licensed Plumber and is subject to inspection. Permits may be obtained at the Building Department in Town Hall.

**Permits issued: 170**

**Fees Received: \$11,547**

Respectfully submitted,

Richard Kapenas, Plumbing Inspector



## **GAS INSPECTOR**

I hereby submit my annual report for the year ending December 31, 2015. There were 178 gas permits issued for various projects including new homes, renovations, commercial buildings and heating appliances.

All installation of gas, both natural and liquid propane must follow the State Uniform Code under chapter 142 of the Massachusetts General Laws and Titles of the Environmental Code. Construction may vary, but basic safety principles are desirable and necessary to protect the public.

Permits are required for the installation of any new or replacement gas appliance including water heaters, fireplace logs, and heating boilers. All work must be done by a Massachusetts licensed plumber, or Massachusetts licensed gas fitter and are subject to inspection. Permits may be obtained at the Building Department in Town Hall.

I recommend the purchase and installation of a Carbon Monoxide Detector and the regular maintenance of your heating system.

**Permits issued: 178**

**Fees Received: \$8525**

Respectfully submitted,

Richard Kapenas, Gas Inspector

## **SEALER OF WEIGHTS AND MEASURES**

This past year has been a busy but enjoyable year. I attended a fifteen hour course required by the State of Massachusetts. This course provides updates and changes to Massachusetts Standards and increases my ability to provide the best possible service to the Town of Townsend.

Anyone requiring a new or replacement scale or pump must have them officially checked and sealed before they are used. Appointments may be made by calling the Townsend Building Department at (978)597-1709, or me directly at (978)597-8855.

Many inspections for accuracy were performed during 2015. A total of 79 items inspected and fees of \$1800.00 were collected as follows:

- 23 Scales
- 2 Apothecary Scales
- 1 Platform Scales
- 1 Three Ton Scale
- 52 Gas Pumps

Respectfully submitted,

Eric Aaltonen  
Sealer of Weights and Measures

## LAND USE COORDINATOR

The Land Use Coordinator (LUC) serves as the professional charged with the coordination of overall planning and policy making in support of the Planning Board, Conservation Commission and Zoning Board of Appeals. The LUC also works in conjunction with other Town Departments, the Housing Authority, Board of Selectmen, Finance Committee, Capital Planning Committee, Town Properties Committee, Strategic Planning Committee, Open Space & Recreation Plan Committee, Energy Committee, Stormwater Committee, and Master Plan Committee, as well as with outside agencies including Montachusett Regional Planning Commission (MRPC) and the Nashua River Watershed Association, along with a number of State and Federal agencies, to further the goals and objectives of the Department. In addition, the LUC works with the Town Administrator and Town Counsel on any land use issue needing legal clarification and opinion.

The LUC coordinates policies and procedures of the Land Use Boards in order to streamline the permitting process on applications for projects including but not limited to subdivisions, site plan review, wetlands permits, special permits, and variances, in compliance with Rules and Regulations and General and Zoning Bylaws. The position also provides oversight related to public hearings in conjunction with proposed tree and/or stone wall removal within the Town's Right of Way under the Scenic Roads Act; and road acceptance or discontinuance of public ways, as well as the process for the town to exercise its First Right of Refusal Option on properties classified as recreation, forestry and agriculture (Chapters 61, 61A & 61B). The LUC is responsible for communicating with other towns regarding land use strategies that have been effective, as well as seeking grant opportunities, writing grant applications and administering grants received for land use purposes.

Karen Chapman and Jeanne Hollows have served as Co-Land Use Coordinators for the town since 2006. Karen is also the Zoning Board of Appeals Administrative Assistant and Jeanne is also the Planning Board Administrator. In 2015, Jeanne and Karen worked on many projects for the Land Use Boards. In addition, they have met with the general public and other Department Heads to research and resolve issues, have attended Department Head meetings, managed collection and payments for Legal Notices and 53G Accounts, handled budget preparation and tracking, ordered department supplies, and maintained comprehensive online databases for case histories.

The LUC oversees the town's compliance with Federal stormwater regulations. Under the U.S. Environmental Protection Agency's (EPA) Clean Water Act, Townsend is subject to the National Pollutant Discharge Elimination System (NPDES) Phase II General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4). The NPDES Stormwater Program regulates discharges from MS4s (which can include catch basins, storm drains, detention and retention basins, pipes, and drainage ditches), construction activities, and industrial activities. Polluted stormwater runoff is commonly transported through MS4s, and often discharged untreated into local water bodies we use for drinking water, fishing, and swimming. To prevent harmful pollutants from being washed or dumped into an MS4, cities and towns are now mandated to obtain a NPDES permit, and to develop and implement a stormwater management program to reduce contamination from stormwater runoff and prohibit illicit discharges. The LUC is responsible for implementing the Program's "measurable goals," which consist of: Public Education and Outreach, Public Participation and Involvement, Illicit Discharge Detection and Elimination, Construction Site Runoff Control, Post-Construction Runoff Control, and Pollution Prevention and Good Housekeeping; and must submit an annual report to the EPA and Department of Environmental Protection (DEP) by May 1<sup>st</sup> of each year. The EPA is in the process of reissuing a new NPDES Phase II General Permit that expired in 2008. Once the permit is reissued, the town will have to reapply to be covered under this new permit, while continuing to comply with the expired permit.

Throughout the year, Jeanne continued work on reviewing and writing draft amendments to Planning Board Rules and Regulations, to achieve clarity, correlating consistency and to bring

language into compliance with NPDES Phase II Stormwater Management Permit requirements. The drafts were sent to a peer review engineering firm and input was solicited from all Town Departments, before public hearings were held. The Stormwater Authority (Planning Board) reviewed finalized amendments, a Stormwater Regulations Guide to support the Stormwater Management General Bylaw, and a multi-page Stormwater Application Package. These regulations and processes were approved in 2015 and included in the Planning Board Rules & Regulations of the Town's Codebook.

Karen has been providing support to the Energy Committee, who successfully obtained Green Communities designation in December 2012 through the State Executive Office of Energy and Environmental Affairs. With the Green Communities designation, the Town was awarded a grant for \$156,825 to further their goal of reducing the town's energy use by 20% by June 2016. Karen supports the Committee through scheduling meetings, posting agendas, taking and transcribing minutes, coordinating outside consultants, recordkeeping, quarterly and annual reporting to the State, managing the grant monies, tracking energy use for all town buildings and vehicles, and general administrative duties. (See Energy Committee Annual Report for more detailed information)

Karen worked with the Geographical Information System (GIS) to create several detailed maps for various departments, local organizations and town residents. She also supplied maps for Town Meetings to illustrate articles pertaining to land issues.

Karen currently provides support to the Townsend Housing Authority (THA) by fielding questions, compiling information, and attending meetings. Jeanne supports the Housing Authority by responding to the many inquiries and applications that are mailed to the town in search of housing. Since the town does not own any housing units, alternate contact information is provided to them. Karen has been attending THA meetings and assisting in updating the Town's Affordable Housing Plan, now called the Housing Production Plan (HPP). A final draft of the Plan was presented and approved by the Planning Board and the Board of Selectmen and sent to the State Department of Housing and Community Development (DHCD) for acceptance. The State preliminarily approved the Plan, requesting some updates to be done. Updates were completed and the State approved the Plan in August. The HPP is a proactive strategy for planning and developing affordable housing. Three key parts of the Plan are a comprehensive housing needs assessment, affordable housing goals, and implementation strategies for the goals.

The State Department of Housing and Community Development (DHCD) requires that at least ten percent of a city or town's housing stock be affordable. As of December 2014, Townsend has an affordable housing percentage of 5.1% or 174 units, unchanged from the 2014 percentage. No new affordable housing projects were submitted to the Town in 2015.

Over the course of the year, several calls came in from consultants representing firms interesting in pursuing solar energy. Jeanne met the Zoning Enforcement Officer who confirmed that solar systems, regardless of whether they are roof, ground or pole mounted, are allowed by right in all zoning districts as an accessory use to an existing structure for the owner's or tenant's consumption however, "solar farms," as a revenue generating business, are only allowed within the Ground Mounted Solar Energy District.

Karen served on the Toxic Use Reduction Institute's (TURI) Community Grant Committee. After having received grants from the UMASS-Lowell TURI organization for the Conservation Commission in the past, Karen was asked to serve on the committee to choose future grant recipients. This is her 4<sup>th</sup> year serving on this committee.

Lastly, a big thank you to all the residents who volunteer their time and expertise to serve their town on the three Land Use Boards.

Respectfully Submitted,  
Karen Chapman & Jeanne Hollows  
Co-Land Use Coordinators

## PLANNING BOARD

The Planning Board's responsibilities include the review and approval of Subdivisions and Site Plan projects requiring Special Permits; "Approval Not Required" (ANR) Plans for subdividing lots, and applications submitted under the "Scenic Roads Act." The Board holds public hearings for zoning bylaw amendments and submits recommendations to Town Meeting relative to these proposals; serves as the Stormwater Authority to oversee the Stormwater Management Bylaw, and is in charge of updating the Town's Master Plan. Agendas are posted on the Bulletin Board outside Town Hall, and on the Town Web Site. Meetings are open to the public and typically held on the last Monday of the month, with additional meetings scheduled as needed. Volunteer Response Forms are always welcome and are available on the web site or at Memorial Hall.

Over the year, three members left the Board: 1) Jeff Peduzzi, longtime member and Chairman chose not to run for reelection and his term expired at the end of April; 2) Nik Thalheimer, who had returned to the Board after serving on the Board of Selectmen also chose not to run for reelection in April; and 3) Perry Tomasetti, elected a member in 2014 resigned in August due to moving to a neighboring town. Laura Shifrin was elected by write-in at the Annual Election in April and she also serves as the Planning Board representative to the Montachusett Regional Planning Commission (MRPC). In August, a Volunteer Response Form was received from town resident Kathy Araujo resulting in a joint appointment by the Planning Board & Board of Selectmen to fill an open position on the Board until the April, 2016 Annual Election. Lance McNally took over as Chairman after Jeff's departure and Chris Nocella was elected Vice Chairman. Jerrilyn Bozicas was appointed to fill an annual Associate's position for fiscal year 2016. We thank all the departing Board members for their dedication and expertise and willingness to participate in the betterment of the Town.

Jeanne Hollows continues to provide support as the Planning Board Administrator by managing agenda business and serving as liaison to applicants, their attorneys and representatives, engineering firms, developers, contractors, Town Counsel, and the general public. Jeanne performs research on land use issues, in response to phone calls and visitors' inquiries, often in conjunction with other Department Staff, while also functioning in her role as Co-Land Use Coordinator. She has been with the Planning Board since 2003. Jeanne's dedication and knowledge has proven a great asset to the Town in providing the Planning Board with outstanding support over the past 13 years. Her attention to detail and ability to work with the public and other entities effectively provides the Planning Board with the confidence that all matters before the Board are handled professionally and efficiently.

Site Plan Review/Special Permit Public Hearings were held to review applications and plans for three projects. The North Middlesex Regional School District was granted a Special Permit to build a new high school. A Special Permit was granted to Riverbank Development, LLC to construct a new Fire Department Headquarters. Planet Fitness was the recipient of the third Special Permit to convert a portion of the Harbor Village Mall to a Planet Fitness.

A Public Hearing was held to review an application for the acceptance of Trophy Avenue as a town way. A recommendation to accept the road was forwarded to the Selectmen for inclusion at the next Town Meeting. Public Hearings were also held to amend the Planning Board Rules and Regulations, primarily related to stormwater compliance, a draft Stormwater Regulations Guide to support the Town's Stormwater Management General Bylaw, a Stormwater Application Package, and a plethora of stormwater management-related forms were finalized and approved for inclusion in the Town's Codebook. Through the year, the Board reviewed six applications for Approval Not Required (ANR) Plans, resulting in six new lots, two new parcels and five lot line adjustments.

The Board continues to support Townsend's association with the Montachusett Regional Planning Commission (MRPC), as one of 22 member cities and towns in the network. The Board applied for and received a District Local Technical Assistance (DLTA) Grant from MRPC to review the Town's Zoning Bylaws in relation to improving housing opportunities. As part of this, the Planning



Board, in conjunction with MRPC staff held a Public Forum on November 5<sup>th</sup> inviting residents and members of the community to explore ways to improve housing opportunities in town. The Forum was well attended and much information was gathered regarding residents' thoughts and ideas about accessory apartments, two-family structures and multifamily units, as well as other housing issues. That grant ended and the Board applied for an additional round of DLTA and was awarded assistance from MRPC to continue the evaluation of the Zoning Bylaws for impediments to affordable housing, with the goal of making changes to the Bylaws that will be presented to Town Meeting for approval.

The Board is working on a draft Medical Marijuana Bylaw with the hopes of presenting it at the next Town Meeting.

Planning Board Members draw from their various capabilities as business leaders with backgrounds and experience in engineering, law, construction, sales and service, and customer relations, as they work with developers, engineers and the general public, to encourage sustainable, low impact development, protect the aquifer, include affordable housing within subdivisions, retain the New England Village character of the Town and support the goals of the Town's Master Plan in ways that will promote economic, environmental & community health and safety for the Town and its residents.

Respectfully Submitted,

THE PLANNING BOARD

Planning Board Administrator, Jeanne Hollows



# CONSERVATION COMMISSION

This was a year of unsettling internal and external controversy for the Commission that took its toll on the people who **volunteer** in good conscience to effectuate our state and local laws. These laws were passed by our Town Meeting and our representatives in state government. The job of a Commissioner is not always easy. Not only do we review and issue permits, but we have the difficult role of an enforcing body as well. Our decisions are not made lightly, but they are made with the laws in mind that we were appointed to protect.

In 2015, we accepted resignations of Mary Small, Vice-Chairman and Emily Norton, Co-Chairman. Three new members were gained in Michael Turgeon, Heather Hampson, and Christine Vitale. This rounded out the Commission as a full board including existing members Jim Deroian, John Hussey, Veronica Kell and Jennifer Pettit.



Conservation Agent Leslie Gabriliska is in her 15th year with the Town, with the first five years serving as Administrative Assistant for the Commission and the past 10 years as the Agent. She serves as the professional charged with providing technical assistance to the Commission in administering and enforcing the Massachusetts Wetlands Protection Act and the Townsend Wetland Bylaw. Her professionalism and ability to effectively work with applicants, other Town departments, State and Federal agencies, as well as violators, is invaluable. Interfacing with the public on a regular basis, Leslie must strike a balance between property rights and development and the protection of Townsend's natural resources and she does this with ease and grace. Her dedication

and passion to protect Townsend's wetlands, waterways and all of their functions is an enormous asset to the town and the Commission. Leslie's depth of knowledge, willingness to learn, and enthusiasm to educate the public is remarkable. In 2015, Leslie continued, at the request of the Selectmen, to take the lead in unifying the opposition to the gas pipeline and spent endless hours rallying people, sending emails, making phone calls, attending meetings and informing the public, among many other tasks. The Town should be grateful for her dedication to protect our natural resources! Leslie is also a Board member on the Townsend Conservation Land Trust, another group that strives to protect and maintain open lands for all residents to enjoy.

The Commission is always seeking citizens who have knowledge and experience with a variety of environmental issues that they can share with the town as a member of the Conservation Commission. This is your town to protect for future generations, but it can only be done if you step forward and do so. There are plenty of professional educational opportunities through the Massachusetts Association of Conservation Commissions, UMass Amherst, New England Wildflower Society, and MA DEP, and the Commission will pay for your training. The more knowledge you have, and the better understanding of the laws and regulations you are entrusted to administer, the better. If you would like more information, please call the Commission office at 597-1700, ext.1739

Respectfully submitted,  
Townsend Conservation Commission

# ZONING BOARD OF APPEALS

The members of the Zoning Board of Appeals (the “Board”) for 2015 were William “Bill” Cadogan, Darlene Sodano, Craig Stevens, Anthony “Tony” Genova and Kelly Chambers. The Board had one Associate member, John Giunta and has two vacancies for additional Associate members. Having associate members allows the Board to carry on its business without delay to applicants by designating an associate to vote at public hearings if a member is absent. Bill Cadogan served as Chairman, Darlene Sodano served as Vice-chairman and Kelly Chambers served as Clerk. We would be remiss not to add how appreciative we are of the efforts of our Administrative Assistant, Karen Chapman. Serving in this role for 12 years, her expertise and thorough preparation ensure that we have all the information we need to make prudent decisions. We are also thankful for the professional and congenial manner in which she represents our board to the public.

Bill joined the Board in 1992, Darlene in 1995, Tony in 2006, Craig and Kelly in 2008. John has been involved with the Board since 2003, first as a member and now as an Associate member. The extensive experience of Bill and Darlene is invaluable to the Town and the continuity of the Board’s decisions. Craig, Kelly, and Tony provide valuable insight and renewed interest in the function of the Zoning Bylaws of the Town. Associate member John shows dedication and ambition in his role assisting the Board.

The Board meets as needed on Wednesday nights for hearings on applications for variances from the Townsend Zoning Bylaws, special permits for various uses, and appeals of decisions made by the Building Commissioner, who is also the Zoning Enforcement Officer. The Zoning Bylaws and application forms can be found on the Town’s website ([www.townsend.ma.us](http://www.townsend.ma.us)) under the Zoning Board of Appeals in the Boards & Committees drop down menu. Also found on the Board’s page is a link to a Zoning District map showing all of the districts in the town.

The Board received seven new applications in 2015. There were three special permit applications, two appeal applications and two variance applications. One of the special permits was granted to the NMRSD for an earth excavation permit to construct a new high school in the Aquifer Protection District. The second special permit was granted to rebuild a preexisting nonconforming structure at 13 Elm Street; a new Fire Department/EMS Headquarters. The third special permit application was to replace two preexisting nonconforming structures with one single family home on Vinton Pond. One of the appeals granted was to allow a commercial kennel for the Animal Control Officer. The other appeal granted was to allow Planet Fitness to operate by right in the Outlying Commercial District. Planet Fitness was also in receipt of a variance to allow an illuminated sign on the building in their new location at the Harbor Village Mall. The Board also granted a waiver, in lieu of a variance, to the NMRSD to exceed the 35’ height limit of the Zoning Bylaw’s Land Use Table for the portion of the new high school where the performing arts stage is.

ZBA meetings are open to the public and interested parties are welcome to attend. The Board has two openings for Associate members and anyone interested should submit a Volunteer Response Form to Town Clerk.

Submitted by

William Cadogan  
Chairman

# BOARD OF HEALTH

The Board of Health switched back this year to James Le'Cuyer serving as the Chairman of the Board. Michelle Dold still serves as Vice-Chairman and the Board welcomed Nancy Rapoza as the newest member and Clerk to the Board. Nancy has served on the Finance Committee and the Charter Committee.

Meetings are held the second and fourth Mondays of the month at 6:30 p.m. in the Town Hall. Agendas are posted in the Board of Health Office several days in advance and at the kiosk outside the Town Hall and on their web site.

The Town entered into a new contract with G.W. Shaw for three years. The Board was successful in negotiating single stream weekly recycling for the residents. Bags increased to \$3.00 each or \$15 a roll of five bags for residents going over the two (2) bag 64-gallon limit. Overflow bags are available at McNabb Pharmacy, the Red Brick Store, Town Hall and Recycling Center.

For 2015 the town collected 874 tons of paper, glass, cans and plastic and 2304 tons of trash which is 153 more tons of recycling and 241 tons of trash.

The Recycling Center is open the 1<sup>st</sup> and 3<sup>rd</sup> Saturday from 7am-2pm still. From April 18th to May 23rd it is open every Saturday for spring cleaning. They are also open the Saturdays of Labor Day and Thanksgiving Day weekends. You may drop off furniture, mattresses/box springs, scrap metal, appliances, tires, batteries, computers, misc. electronics, T.V's, monitors, fluorescent bulbs, books, yard waste, propane tanks carpeting and clean Styrofoam.

In order to keep the fees reasonable at the Center the Board voted to charge out of town residents a \$10 daily fee pass. They also voted to have Styrofoam bagged (\$1.00 available at the Center) to alleviate with the rodent issues found when recycling large amounts of Styrofoam. The increased the tobacco permits to \$50 for their annual license.

Some items have fees to cover off-site disposal costs at the Center and restrictions (such as no **pink or blue** Styrofoam). These fees and the schedule are available at:

<http://www.townsend.ma.us/towngov/landuse/recycling/center.pdf>

***Yard composters and kitchen scrap buckets are for sale there and at Apple Meadow Hardware.***

The Board of Health reviewed and approved 15 new construction septic permits; only 1 of which was a renewal, 43 upgrades for existing homes, 2 apartment building, two commercial/offices, the new Fire Station and the New North Middlesex Regional High School. For a more detailed listing of all the Board of Health regulates, please review the Nashoba Board of Health report.

A note of caution to all homeowners, when or if you plan on selling your home, please be sure to get a Title V inspection. Title V reports are valid for 2 years from the report date. A Title V report can be extended for an additional 3<sup>rd</sup> year if you provide annual pumping receipts for each of the three years. If you are not using a local Title 5 Inspector, please be sure to remind your inspector Townsend regulations require you to pump your septic tank **"at the time of inspection"**.

Also, residents remember if you have a well, a water quality test plus radon and arsenic is necessary. Water quality tests are valid for 3 years.

***Don't let surprises ruin your sale or put off your closing date.***

If you have any questions or concerns please call your Board of Health office at (978) 597-1713. Our office hours are Monday 9am-4pm, Tuesday 9-4pm and 6pm-8pm, Wednesday – Friday 9am-12noon. Should we be unavailable and you have a health emergency, please call Nashoba Associated Boards of Health at 978-772-3335.

Respectfully submitted by,  
Townsend Board of Health Members:

James Le'Cuyer, Chairman  
Michelle Dold, Vice-Chairman  
Nancy Rapoza, Clerk



# NASHOBA ASSOCIATED BOARDS OF HEALTH



**Nashoba Associated Boards of Health** continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in **Townsend**. In addition to the day to day public health work we conduct for **Townsend**, we also provide the following services.

- Maintaining Nashoba's internet web site to provide information for the public. (See ***nashoba.org***)
- Through our involvement in the Bioterrorism Regional Coalition we are keeping the Townsend Board of Health up-to date on matters of emergency preparedness planning.
- Nashoba assisted the Board with provided a school-located seasonal flu clinic at Hawthorn Brook Middle School.
- Response to health related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.

We look forward to continuing our work with **Townsend's Board of Health**. Included in the day to day work of Nashoba in 2015 were the following:

- Through membership in the Association Townsend benefited from the services of Nashoba staff including: **Registered Sanitarians, Certified Health Officers, Registered Nurses, Nutritionists, Registered Physical & Occupational Therapists, Licensed Social Workers, Certified Home Health Aides, and Registered Dental Hygienists**
- Collaborated with Montachusett Home Care concerning elders at risk and other safety issues.
- Reviewed **129** Title 5 state mandated private Septic System Inspections for **Townsend** Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Townsend Board of Health for enforcement action.

By the **Townsend** Board of Health's continued participation in the **Association** you can shape your future local public health programs and share in the benefits of quality service, under local control, at a reasonable cost!

## **TOWN OF TOWNSEND**

### **ENVIRONMENTAL HEALTH DEPARTMENT**

#### **Environmental Information Responses**

##### **Townsend Office (days).....120**

The Nashoba sanitarian is generally scheduled to be available for the on Tuesday and Thursday afternoons at the Townsend Board of Health Office. Other meetings occur informally. ***This does not reflect the daily calls handled by the three Nashoba secretaries during daily business hours.***

##### **Food Service Licenses/Inspections..... 43**

Nashoba annually mails out and receives application from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. Licensees are inspection on an at risk method of inspection. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

##### **Pool/Camp Inspections.....3**

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Semi-public pools are licensed and inspected annually before they open.

##### **Housing & Nuisance Investigations.....57**

Nashoba, as agent for the local Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

##### **Septic System Test Applications.....28**

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

##### **Septic System Lot Tests.....89**

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.

##### **Septic System Plan Applications.....42**

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

**Septic System Plan Reviews .....61**

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

**Septic System Permit Applications (new lots)..... 22**

**Septic System Permit Applications (upgrades).....26**

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

**Septic System Construction Inspections.....156**

Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.

**Septic System Consultations.....36**

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

**Well Permits.....11**

**Water Quality/Well Consultations.....70**

Private wells are regulated solely by local Board of Health regulations, The Nashoba Sanitarian assist the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.

**Rabies Clinics - Animals Immunized.....26**

Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers, and sending home flyers through local schools. In addition, since the recent raccoon rabies epizootic Nashoba has arranged for delivery of over 500 animal specimens to the State lab in Boston for analysis and has counseled possible exposure victims to seek medical assistance.

**Nashoba Nursing Service & Hospice**

**Home Health**

**Nursing Visits..... 1164**

Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

**Home Health Aide Visits ..... 460**

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

**Rehabilitative Therapy Visit..... 899**

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

**Medical Social Service Visits..... 23**

Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

**Hospice Spiritual Care/Volunteer Visits.....46**

Nashoba's Clergy and volunteers provide patients with emotional/spiritual support and guidance.

**Community Health Nursing**

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screenings and education to all, especially the underserved and at-risk populations.
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health).
- We make well-being visits to assess needs, coordinate appropriate care and services and provide case management as needed (health promotion).
- We provide public health education.
- We address psych-social issues that may impact general health and safety (i.e. hoarding).
- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families. The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions.

Listed below is summary of the activities of the Community Health Nursing program.

Nashoba conducted 18 clinics and those clinics offered your citizens: blood pressure screening, annual sugar and eye screenings, flu shots and an opportunity to consult with the nurse to address questions.

Our staff conducted 98 number of health promotion/well-being check in your communities.

We administered 217 flu shots through our annual clinics.

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

Investigated .....	55
Confirmed .....	23

#### Communicable Disease Number of Cases

• Anaplasmosis.....	1
• Campylobacter .....	3
• Group B Streptococcus .....	1
• Hepatitis C .....	4
• Influenza .....	8
• Lyme Disease .....	3
• Salmonella.....	2
• Streptococcus Pneumonia .....	1

### ***DENTAL HEALTH DEPARTMENT***

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

Nashoba's Registered Dental Hygienists, operating out of the school nurse's office and records, provide these services to those children whose parents have given written consent.

**Students Eligible..... 255**

**Students Participating..... 156**

**Referred to Dentist..... 17**

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

Nashoba's Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades.

**Number of Programs .....9**

# HIGHWAY DEPARTMENT

The Highway Department is responsible for the maintenance and repair of the Town's infrastructure. The work includes: sidewalk maintenance, pothole repair, street sign installation and replacement, brush trimming, catch basin repairs and cleaning, street sweeping, roadway patching, culvert replacement and winter operations. This workload is completed by one Foreman and three Heavy Equipment Operators.

Major roadway repairs, paving and sidewalk replacement are completed using MassDOT's Chapter 90 program.



**Street Sweeping/Catch Basin Cleaning:** The Highway Department performs a comprehensive town wide street sweeping operation annually (164 lane miles). This minimizes the entry of sand into the drainage system and helps keep environmental impacts to a minimum. The removal of sand and debris from the town's catch basins (750) remains important. We attempt to clean all catch basins in a three year cycle with the priority being Timberlee Park and Pine Tree Haven.

**Roadway Asphalt Repairs and Overlays:** Sections of Brookline Road (north of the police station), Linden Street, Depot Street, Elm Street (from Rte. 119 to the Squannacook River) and a section of Barker Hill Road between Dudley Road and Turnpike Road were milled and resurfaced at a cost of \$327,672.16. Broken out sections of Shirley Road were milled and patched by highway department personnel using 16 tons to accomplish this work. As always, pothole patching continued throughout the year. Approximately 300 tons of asphalt was placed throughout the year for pothole repairs and minor overlays.

**Crack Sealing:** Crack Sealing is the filling of moderately sized cracks with hot liquid rubberized asphalt material. This seals the cracks in the road surface and reduces the amount of moisture entering the subsurface layers and thus extends the pavement life. Crack sealing is a very cost effective method of pavement preservation. This past year Reagan Road, Laurie Drive, Robyn Drive, Granite Road, Dix Street, Meadow Road, Horseshoe Drive and Shirley Road were crack sealed.

**Waste Oil:** 247 gallons of waste oil were collected from January through December of 2015. Waste oil is only collected on the first Saturday of every other month. If a holiday falls on the



Friday before the first Saturday or during that weekend, then waste oil will be collected on the second Saturday of that month. Please check the town's web site for dates and times.

**Construction Goals for 2016:**

Based on the amount of Chapter 90 funding received from the Massachusetts Department of Transportation the Highway Department goals are to reclaim and pave Bayberry Hill Road, Gilchrist Road and Briar Way.

**Capital Purchases:** The Highway Department purchased a new backhoe, F550 One-ton, electronic message boards, fuel pumps and used six-wheel dump truck.

**Winter Operations:** During the winter of FY15 the Highway Department was called out to sand and/or plow 30 times. Of those 30, eleven were events that required plowing. Snow and ice operations were completed by Highway staff, Cemetery personnel and ten hired contractors. Sidewalks are cleared only after the roads are cleared and safe.

The Highway Department staff and its' subcontractors do an exceptional job of keeping the roads clear and safe throughout the winter months.

Sand is available to town residents at the highway garage located at 177 Main Street at the rear left corner of the lot. The sand is mixed with salt which keeps the sand from freezing solid.

My continued thanks go out to my staff, Keith Letourneau, Foreman, Matt Brady, Heavy equipment Operator, Ron Eggleston, Heavy Equipment Operator, Jim Smith, Heavy equipment Operator and Alex Luther, Fleet Maintenance Mechanic, for all the hard work they perform throughout the year.

Respectfully submitted,

Ed Kukkula  
Highway Superintendent



## 2015 Annual Report Water Department

The Water Department is pleased to submit its annual report for the year 2015. This year we pumped a total of 210,117,819 gallons of water that supplied approximately 6,400 customers. Also, 16,849 gallons of Sodium Hydroxide was used to treat the water pumped from all well sites in order to maintain a neutral P.H. for the purpose of corrosion control. We recorded an estimated total snow fall of 125.00 inches and a total rain fall of 32.50 inches.

### Recorded Pumpage For 2015

Annual Statistical Data	Main St. Pumping Station	Cross St. Pumping Station	Harbor Trace Pumping Station	Witch's Brook Well # 1	Witch's Brook Well # 2	Source Totals
Total Days Pumped - January	29	1	23	0	8	31
Total Days Pumped - February	26	0	22	0	8	28
Total Days Pumped - March	25	0	28	0	18	31
Total Days Pumped - April	20	0	21	0	17	30
Total Days Pumped - May	31	0	31	0	14	31
Total Days Pumped - June	25	0	30	0	23	30
Total Days Pumped - July	29	8	31	0	21	31
Total Days Pumped - August	30	26	27	0	14	31
Total Days Pumped - September	30	0	30	0	24	30
Total Days Pumped - October	26	0	27	0	7	31
Total Days Pumped - November	28	0	25	0	10	30
Total Days Pumped - December	21	0	30	0	6	31

Total Pumpage (MG) - January	6.962	0.013	5.073	0.000	1.325	13.372
Total Pumpage (MG) - February	6.373	0	4.762	0.000	1.162	12.297
Total Pumpage (MG) - March	4.775	0	5.611	0	3.470	13.856
Total Pumpage (MG) - April	3.554	0	6.023	0	3.530	13.107
Total Pumpage (MG) - May	10.402	0	9.054	0	4.262	23.718
Total Pumpage (MG) - June	5.976	0	7.624	0	5.830	19.430
Total Pumpage (MG) - July	6.981	10.098	7.754	0	4.748	29.580
Total Pumpage (MG) - August	9.186	5.254	5.032	0.000	3.671	23.144
Total Pumpage (MG) - September	8.248	0	6.398	0.000	6.583	21.229
Total Pumpage (MG) - October	6.257	0	7.566	0.000	1.177	15.000
Total Pumpage (MG) - November	5.252	0	5.321	0.000	2.616	13.189
Total Pumpage (MG) - December	3.523	0	7.663	0.000	1.010	12.196

Total Pumping Days	320	35	325	0	170	
Total Pumpage (MGY)	77.489	15.365	77.880	0	39.384	210.118
Average Daily Pumpage (MGD)	0.212	0.042	0.213	0	0.108	0.576
Maximum Daily Pumpage (MGD)	0.510	8.895	0.546	0	0.702	9.629

MGY= Million Gallons per Year MGD=Million Gallons per Day. Pumped amounts are in million gallons, i.e. 4.060 = 4,060,000 gallons



## PROJECTS/IMPROVEMENTS

- ***Meter Upgrades:*** After the completion of our “Radio Frequency Meter Reading Upgrade” contract there remained approximately 200 meters to upgrade due to the lack of customer response to schedule appointments or customer availability. Department personnel have been working on scheduling the remaining appointments and performing the upgrade. Also, we are discovering that many of the radio frequency units on the meters in Timberlee Park that were there when we acquired the system in 2007 are failing. We have found that approximately 10-20 units per quarterly reading have failed so, we are also scheduling these to be upgraded. The radio frequency units we are using are much more technologically advanced and will last considerably longer.
- ***Completion of the Supervisory Control and Data Acquisition (SCADA) System:*** The installation of the SCADA system was completed this year. The length of project was extended a little due to needed additions unforeseen at the start. This provides us with the ability to monitor and control the system remotely thus, allowing us to operate the system more effectively and efficiently.
- ***Cross Street Well Water Quality:*** Unfortunately, the Cross St. Well had to be taken offline due to an increase in Iron and Manganese. Iron and Manganese are naturally occurring minerals found in the soil, rocks and, ground and surface water. It is also an essential mineral necessary for proper metabolism, immune system function, digestion, and bone strength. However, elevated levels of iron and manganese cause aesthetic concerns in drinking water such as, unacceptable taste, odor and, discolored water appearing “rusty” which is the case here. The well was cleaned and inspected and flushed to waste and iron and manganese decreased significantly to below state and federal guidelines. We received approval from MassDEP and put the well back on line. Unfortunately the aesthetic concerns returned and the well was taken offline. Additional sampling was done and sent to a lab in Kansas to perform specialized testing.
- ***Fitchburg Rd. Storage Tank:*** The tank was cleaned and inspected prior to installing a mixing system. Because storage tanks are susceptible to periodic bacteria growth because of the lack of “turnover” we installed a GridBee mixer. This mixer is electrically powered so it is constantly mixing the water. Another benefit is because the tank is constructed of riveted steel it is susceptible to ice formation inside the tank. The mixer significantly reduces or eliminates ice forming inside the tank preventing costly repairs and downtime.
- ***Witch’s Brook Well 1:*** This well remains offline to perform repairs and improvements caused from a lightning strike. Water Department personnel installed underground conduit to upgrade the incoming electrical service from a separate service to each station, to a single underground service feeding both stations. Components that need to be removed and new installed will be going out to bid.
- ***New High School Building Project:*** Many hours of inspections and installation of the main supply line was observed for proper installation in accordance with our specifications. A road opening permit was acquired from MassDOT to cross Route 119 to tie into the existing main. Changes were required by the Superintendent to the original domestic and Fire supply design plan into the building to eliminate couplings that could be an area for a potential leak 11 feet deep beneath a loading dock.
- ***New Center Fire Station:*** Again, many hours of inspections and installation of the main supply line was observed for proper installation in accordance with our specifications. Observing the construction of the Fire Station to completion was impressive. Townsend and the Fire/EMS Department are fortunate to have such a remarkable complex for many years to come.

- ***Generator Preventative Maintenance:*** We have four facilities that have generators. The Superintendent solicited contractors for quotes to perform routine preventative maintenance. To get a better price the Superintendent worked with the Towns Facility Maintenance Manger to include eight generators within the Town. The Water Department and the Town's generators are inspected and serviced twice a year now to insure they are in proper working order when needed.
- ***Purchase of a Energy Efficient Vehicle:*** We traded in our 2007 Ford F-150 pick up and purchased a fuel efficient 2016 Ford Fusion Hybrid. The vehicle is more economical and can be used for but, not limited to attending meetings and, trainings out of Town and, used for our drive-by meter reading. We'd like to thank Administrative Assistant to the Energy Committee Karen Chapman for notifying us and allowing us to utilize \$8,000.00 that remained on a grant through the Energy Committee towards the purchase of the vehicle. It's communication like this between departments working together that will always result in benefiting the Town.

## **REGULATORY**

Again in 2015 we continued to meet the constant changes in state and federal regulations to provide our customers with safe healthy drinking water.

- ***Outside Water Use Restrictions:*** This is one regulation that takes effect annually and, has become mandated by the state, Massachusetts Department of Environmental Protection (MassDEP). The purpose of this regulation is to protect, preserve, and maintain public health, safety, welfare and the environment whenever it is necessary to enforce a state of Water Supply Emergency by ensuring there is an adequate supply of water for drinking and fire protection and to protect the quantity and quality of water in local aquatic habitats such as lakes, rivers, ponds, streams and, wetlands. Water restrictions go into effect on May 1<sup>st</sup> and end September 30<sup>th</sup>. Odd numbered addresses can water on odd numbered days, even numbered addresses on even numbered days. **ABSOLUTELY NO OUTDOOR WATER USE EVERY DAY ALL ADDRESSES BETWEEN THE HOURS OF 9:00 AM – 5:00 PM.**

## **GENERAL MAINTENANCE**

Maintenance of the distribution system consists of approximately 50 miles of water main, 2,000 service connections, serving a population of approximately 6,400 residents, 356 hydrants, 5 pumping stations with treatment for corrosion control, 2 storage tanks, a Booster Station and an office/garage.

- Water main flushing was conducted in the spring and fall. Hydrants were also inspected for leakage and, gaskets were replaced as needed.
- As part of our ongoing Cross Connection Control Program, annual and semi-annual testing was performed on all commercial, industrial and municipal backflow prevention devices. These devices are designed to prevent any non-potable substance from contacting and contaminating the public water supply. Regular testing and proper maintenance of these devices is essential in protecting public health.
- 12 new water services were installed and, 4 water services were replaced. Leaks were repaired as found, hydrants were repaired and replaced as needed. Meter valves and, meters were replaced as needed.
- Water Department personnel also repaired, raised/lowered, replaced or, straightened main line gate boxes as needed.

- As a member of Dig Safe, we are electronically notified prior to any excavation performed within the distribution system. This allows Water Department personnel to locate and mark all water lines in the area of excavation before work begins. Water Department personnel responded to and marked out 266 regular dig safe requests and 16 emergency requests.
- We constantly monitor the protection area around our sources to prevent contamination of the ground water that influences our wells. One constant threat to our water supply we've noticed over the years and was no different this year is the ongoing beaver activity in close proximity to our wells. Again this year we hired the services of a local trapper and trapped and removed several beaver around our wells.
- With approximately 125 inches recorded of total snow fall Water Department personnel worked diligently to clear snow away from hydrants for easier quicker access. Unfortunately due to the size of the snow storm or if we receive multiple storms within several days it could be several days to a couple of weeks before we can get to the hydrants in some areas. Business owners and residents are encouraged to keep hydrants in front of or, close to their home or business cleared out. We appreciate your assistance and please be safe. Always wear bright colored clothing when working close to a roadway.

## WATER QUALITY

- All State and Federal required water quality testing for over 100 regulated and unregulated contaminants was performed. Samples taken for analysis include Nitrate, Nitrite, Perchlorate, Secondary Contaminants, Synthetic Organic Compounds (SOC's), Volatile Organic Compounds (VOC's), Inorganic Compounds (IOC's), Sodium, Radium, Lead & Copper and monthly Bacteriological Analysis. We are happy to report that water quality for the residents and businesses of Townsend continues to meet or exceed all state and federal requirements.



## ADMINISTRATIVE/STAFFING

- ***Additional Water Technician:*** At the Annual Town Meeting funding was approved for an additional Water Technician. Although, several years ago we were extremely fortunate to purchase the assets of the water distribution system within the Timberlee Park development. The purchase immediately added to our maintenance work load by adding 52, fire hydrants, countless line isolation gates (2-3 gates at each intersection) which, includes locating them and updating the information on our maps, cleaning them out for access and operation and, in some cases excavating around them because we cannot access the operating nut. Also 500 more services and, meters to upgrade. Unfortunately, we were not given the authorization from the Selectmen to hire another Water Tech because they wanted to review the report of the newly formed Department of Public Works (DPW) Study Committee. To date we have not received authorization to hire the additional Water Tech.

## EDUCATION

- As required by the Massachusetts Department of Environmental Protection (MassDEP) seminars and classes were attended by operations personnel and the Superintendent to further education in the water industry and to stay current with changing regulations, new technology, new products and, to accrue mandated total contact hours (TCH's) in order to retain state and federal required operator's licenses in the areas of distribution and treatment. Water Department's are strictly monitored by the state and subject to random audits to assure that employees possess the required licenses and total contact hours (TCH's).

## DID YOU KNOW?

- The total cost to operate your Water Department comes strictly from “water receipts” (customers paying their bills). No amount of property tax revenue is used to operate the Water Department.
- If you were to break your bill down to cost/gallon, you would find that you pay less than 1 cent/gallon of water used. This amount covers costs such as but, not limited to, operation and maintenance of equipment to pump water from the groundwater source to your tap, labor costs, the maintenance of 50 miles of water mains and 356 hydrants, constant water quality monitoring and testing for over 100 contaminants to assure the water is safe for consumption and, that a licensed professional is on call 24/7, 365 days/year to respond to any emergency.

## CONCLUSION

- As Superintendent, I would like to take this opportunity to recognize and thank the employees of the Water Department, Mike MacEachern, Jim Blanchard and, Brenda Boudreau for their dedication and hard work . It takes a combined effort to continue to provide a quality of service that our customers deserve and to maintain and provide safe high quality drinking water to the residents and businesses of Townsend.
- Maintenance and operating reports of the Water Department are available at the office at 540 Main Street, West Townsend. The office is open Monday through Friday from 9:00 a.m. to 3:00 p.m., and the hours of operation are from 7:00 a.m. to 3:30 p.m. Monday through Friday. The Board of Water Commissioners meets the second Monday of each month at 5:30 p.m. Please feel free to attend and participate in these meetings.

Respectfully Submitted By:

*Paul L. Rafuse*  
Superintendent

### BOARD OF WATER COMMISSIONERS

*Michael MacEachern*  
Chairman

*Niles S. Busler*  
Vice Chairman

*Nathan Mattila*  
Member

## CEMETERY & PARKS DEPARTMENT

The Townsend Cemeteries and Parks Department had another busy year with 48 burials. The department continues to make improvements and upgrades. The new expansion at Riverside continues; lot was leveled off with loam donated from the school project allowing the road to be put in with grindings from Route 13. The removal of crossroad in the original part of Riverside allowed for an additional 20 lots.

All spigots were replaced at Hillside and Riverside Cemeteries. Water lines were repaired as well. Stones at all cemeteries continue to be up-righted and fixed as needed.

The main gates and entrance at Hillside Cemetery was redesigned with planters, rocks and bark mulch.

Thanks to a grant from the Energy Committee, a new garage door was installed.

Renovations were done at the Kimball House which includes upgrading of offices, painting the kitchen and hall way, new carpeting and linoleum was also installed.

Work continues in Howard Park to maintain the bridges and trails. Other park projects included repairing damage to the fence on the Common and work on the gazebo. New bark mulch was added at Kids Country Playground.

The department lost a very important and close member, our foreman, Dane Ball, late in December 2015. He was well-respected, valued member of the crew and will be missed dearly.

We would like to thank the other departments for assisting us throughout the year, especially Keith Letourneau High Department for assistance with the Riverside expansion project.

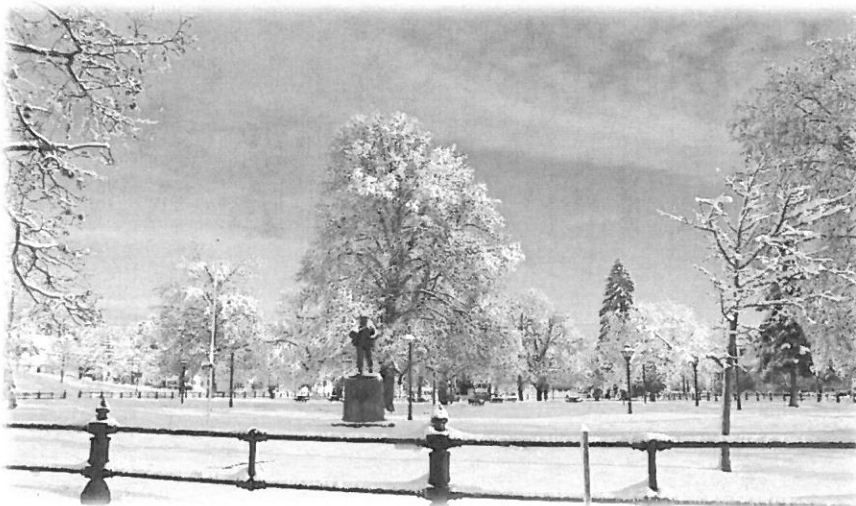
The dedication and commitment of Roger and his crew is to be commended for always being willing to step up to the plate when needed, This was clearly demonstrated in Roger's and the crew's initiative and hard work on Riverside Cemetery Project.

Respectfully submitted,

Raymond Boyes

Albert (Tubby) Boucher

John Barrett



# North Middlesex Regional School District

Susan Robbins, Chair, Townsend  
Jonna Clermont, Vice Chair, Pepperell  
Anne Adams, Member, Pepperell  
Brian Edmonds, Member, Pepperell  
Crystal Epstein, Member, Ashby  
William Hackler, At-Large, Member  
Michael Morgan, At-Large Member  
Randee Rusch, At-Large Member  
Robert Templeton, Member, Townsend

Joan Landers – Superintendent of Schools

Student Representatives to the School Committee  
2014-2015 School Year  
Amber Edmonds  
Taylor Templeton

## Report of School Committee Chairperson

The North Middlesex Regional School District Chair acknowledged and congratulated Anne Adams, Jonna Clermont, and Rob Templeton for being re-elected to the school committee. Their continued commitment to the children of the North Middlesex Regional School District will have a lasting positive impact on the district.

At the committee's reorganizational meeting on May 4, 2015, Randee Rusch was appointed Chair and William Hacker was appointed Vice-Chair of the North Middlesex Regional School Committee. The district would like to extend thanks and appreciation to Susan Robbins and Jonna Clermont for their outstanding leadership as Chair and Vice Chair of the 2014-2015 school committee.

## Report of the Superintendent of Schools

### Students

The Superintendent of Schools presented the Superintendent's Award of Excellence to seniors Yannis Halkiadakis and Linda Zheng. This award is presented to the highest ranking male and female student and is presented at the Senior Awards Ceremony in May.

### Volunteerism and Donations

North Middlesex Regional School District is a community of volunteers. The school committee and administration are grateful to all the individuals and groups who have made contributions to programs throughout the district, and to those who have donated thousands of hours to help deliver educational services to the students of North Middlesex.



## **Personnel**

The North Middlesex Regional School District saw twenty-three of its staff retire over the last year: Sylvia Addante, Lucy Alexander, John Anderson, Dorothy Ayott, Karen Baer, Linda Charron, Susan Cudmore, Mary-Alice DeCesare, Susan Ellis, Nancy Gregg, Barbara Guerriero, Peter Holder, Donna Horvath, Diane Mastandrea, Lyssa Morin, Kevin Nelson, Allison Read, Linda Rakiey, Crissey Safford, Ralph Slavik, Carol Shonak, Kevin Tellier, and Wanda Wilson. These staff members will leave their positive mark on education in Ashby, Pepperell, and Townsend through their dedication to the students of the North Middlesex Regional School District.

## **School District Budget**

### **Highlights of the Fiscal 2015 Budget:**

- The district's FY 2015 operating budget consisted of \$45 million in current year appropriations. There were no increases or decreases to the operating budget during the year. There were some minor adjustments in line item funds to account for changes in nursing due to district programs and increase of health needs at the schools. The district saw savings in the liability and worker's compensation insurance lines but experienced much higher than anticipated utility costs due to the severe winter.
- The Special Education costs were significantly higher than anticipated in FY2015. The circuit breaker fund is used to account for financial resources generated by state funding to offset the costs of special education. At the end of the current year, the fund had an accumulated fund balance of \$404,000, which is a decrease of \$446,000 from the prior year. This decrease was due to the increase in costs of funding Out of District placements for FY2015.

### **Capital Costs**

- The district upgraded some classrooms at the Hawthorne Brook Middle School resulting in renovated space for students. Additional security devices were installed in the building entrances for most schools. The district continues to maintain the high school infrastructure while the ongoing building project continues.
- The Squannacook Early Childhood Center experienced significant damage due to ice dams that formed during the severe winter storm conditions. The district is currently working with the insurance company to address the repairs needed at the building.
- The North Middlesex Regional High School capital building project is underway, and accumulated expenditures as of 6/30/15 were just over \$5,413,000. The district continues to work with the Owner's Project Manager, Heery International, architect Symmes Maini & McKee Associates and the General Contractor, CTA Construction. More information on the project can be found on the project website [www.nmhsproject.com](http://www.nmhsproject.com).

**Debt Service:**

- The district continues to borrow short term for the Ashby Elementary School window and roof project, Spaulding Memorial School roof project, Hawthorne Brook Septic Project, and the North Middlesex Regional High School construction project.
- The district refunded the Nissitissit Middle School Construction Bond on 5/1/15 for \$2,565,000 to be paid back over ten years. The resulting savings for Pepperell taxpayers was approximately \$287,496 in interest and principal savings over the remaining ten years of the bond.

**The General Fund expenditures for the school year were as follows:**

Personnel Services	\$25,614,825
Contractual Services	\$3,499,351
Supplies	\$1,291,948
Utilities	\$1,617,615
Insurance retirement	\$6,044,203
Out of District Placement and Transportation	\$6,010,139
Debt Service	\$946,545
<b>Total</b>	<b>\$45,024,625</b>

**2015 Federal and State Grants**

140 Title-II A Improving Educator Quality	\$76,337
249 IDEA Special Education Allocation	\$834,306
262 SPED Early Education Allocation	\$35,903
274 SPED Program Improvement	\$30,454
298 EEC SPED Program Improvement	\$6,700
305 Title 1	\$271,946
625 Summer Academic Support	\$14,900
701 Kindergarten Enhancement	\$94,510
<b>Total (FY 15 grant awards)</b>	<b>\$1,365,056</b>

**North Middlesex Regional High School Building Committee**

The district would like to extend its sincere thanks to the members of the NMRHS Building Committee for their commitment to the children of North Middlesex. The committee is comprised of members from each town, administration, teachers and town officials.

Robert Templeton, Chair, Townsend  
Gary Shepherd, Vice Chair, Townsend  
Susan Robbins, Alternate School Committee Representative (Townsend)  
Nancy Haines, Business Manager  
Isaac Taylor, Principal, NMRHS  
Oscar Hills, Director of Buildings & Grounds  
Jeremy Hamond, Director of Technology  
James Landry, Teacher, NMRHS  
Sue Lisio, Town Official, Townsend  
Stephen Themelis, Town Official, Pepperell  
Heide Messing, Member, Townsend  
David Amari, Member, Ashby  
Craig Hansen, Member, Pepperell  
Ronald Scaltreto, Member, Townsend



The historic groundbreaking ceremony for the new North Middlesex Regional High School was held on Thursday, June 4, 2015, at the site. Thank you to everyone who turned out for the groundbreaking ceremony for the new high school. The committee continues to appreciate the support from our communities.

### **Special Education**

In April of 2015, the district hired Brad Brooks as the new Director of Special Education. Mr. Brooks replaced longtime NMRSD Special Education Director, Linda Rakiey, who retired after 25 years in the district.

The Special Education Department coordinates and provides services to students who require specialized instruction and support. These services may include:

- Specially Designed Instruction
- Guidance and Psychological Services
- Nursing Services
- Specialized Transportation
- Related Services (speech, OT, PT, interpreting, mobility, etc.)
- Homeless Education
- 504 Plans

The Special Education Department continues to provide a variety of high-quality inclusive programs for students with disabilities in the North Middlesex Regional School District.

### **Curriculum and Professional Development**

The North Middlesex Regional School District outlined six, strategic priorities as its focus over the last two years, they include:

- Guaranteed and Viable Curriculum
- Collaboration
- Instructional Leadership
- Creating a Data Culture
- Supporting a Sound Budget
- Engaging all Stakeholders

Through these priorities, professional development opportunities were, and continue to be, developed to help teachers and staff meet these goals.

#### **Guaranteed and Viable Curriculum**

The first priority for the district is to develop Prek-12 curriculum maps, including standards-based units that encompass our desired outcomes for students, rigorous common assessments, and resources available across the district. Creating these maps allow the district to guarantee all students consistent outcomes for specific grade levels or courses. Although not all learning experiences will look the same across classrooms, students will leave with the same knowledge and skills to apply moving forward. Creating maps that are viable means that teachers and students have time to work deeply with new knowledge and skills with the appropriate amount of time.

## **Collaboration**

As you can see from our District calendar, there has been a focus to include additional early release professional development days over the course of the year. The purpose of these days is to bring staff together to collaborate and work together to reflect upon and enhance our teaching and learning experiences.

## **Instructional Leadership**

Our goal is to support the work of teacher leaders through time, training, and professional development to create a system of sustainability for teaching and learning needs. As the education profession has changed dramatically over the past 15 years, effective school districts have moved toward a distributive leadership structure which empowers teachers to be leaders alongside administration. These structures are powerful and necessary for school districts to successfully sustain effective teaching practices as well as new initiatives at the district, state and federal level.

## **Creating a Data Culture**

Although data has always been used to make instructional decisions, research has shown that teachers, schools, and districts continue to refine and improve their data analysis skills in an era of accountability. It is the goal to create a culture that holds “A universal commitment among all constituencies that the thoughtful collection and analysis of educational data, in support of improved student learning and school effectiveness, is not merely a best practice, but a fundamental responsibility.” This culture requires our district to look closely at the data we are currently collecting for both internal and external reasons and to make sure that data is used systematically and purposefully. With many requirements at the state and national level, we are committed to collecting data that helps drives our instructional decisions daily.

## **Guidance**

The North Middlesex Regional High School Guidance Department assisted 229 students graduating in June 2015. Students reached post-secondary goals in various forms; 84% went on to two or four-year colleges/universities, 7% joined the workforce, and 9% went to trade school, prep school or joined the armed forces. One hundred and seventy-one (171) students took 231 Advanced Placement exams in eleven (11) subject areas. Sixty-five (65) percent (111 out of 171 exams) of the students received a grade of three (3) or better, which earns college credits from the colleges/universities they plan to attend.



## **Squannacook Early Childhood Center**

Our district preschool serves all three towns: Ashby, Townsend and Pepperell and is located at the Squannacook Early Childhood Center in Townsend, MA. The school offers an array of different programming opportunities to meet the individual needs of children ages 3-5. Each and every one of the programs is designed to promote a child's emotional, social, physical, and cognitive development.

The preschool program is an integrated model that follows the Massachusetts Curriculum Standards, which emphasizes a range of developmentally appropriate open-ended, hands-on activities. These activities offer each child the opportunity to gain competence in skill areas, and to develop their self-esteem. All children participate in choice time, circle time, structured learning activities, snack time, outside play, music, story time and social skill development daily. The child's daily program often includes expressive activities such as art, music, and dramatic play.

Children also have numerous opportunities to work on independent decision making, group cooperation, conflict resolution, social skill development, as well as classroom responsibility. Children are instructed in activities that develop fine motor, gross motor and communication skills. Each child is unique and grows at a different rate. Children are treated with respect and are encouraged to learn about their world through exploration and discovery. We provide a safe and accepting environment where preschoolers have fun while being encouraged to learn cooperation/socialization skills necessary for beginning their school career.

Each classroom is taught by a certified early childhood/special education teacher and a paraprofessional. We have been busy realigning our curriculum to the Teaching Strategies Gold, which is state recommended. Adult/child ratios are seven to one. The program has a team, which consists of early childhood/special education teachers, speech/language pathologist, an occupational therapist, and a physical therapist. A unique feature of our program is the integration of specialists/therapists into the daily routine. All staff members collectively have many years of early childhood experience. The school works with the local kindergarten staff at each of the elementary schools to ensure a smooth transition for students heading to kindergarten.

Respectfully submitted,

Anne Cromwell Gapp  
Principal



## SPAULDING MEMORIAL SCHOOL

Spaulding Memorial is in its seventh year of the reconfiguration to a kindergarten to fourth grade elementary school, and we can truly say that we enjoy a great culture among the grade level students and staff. The year began well, and I feel privileged to be able to work with the talented staff of Spaulding Memorial School; they have a desire to continue to grow in the profession and a strong dedication to children that is evident every day.

Spaulding Memorial School serves approximately 450 students in kindergarten, first, second, third and fourth grade. We are very excited with class sizes in the range of 20-24 students, depending on the grade level. The educational program offered by the faculty at Spaulding Memorial is a highly effective elementary program that encourages each child to develop his/her individual talents and abilities in a caring, nurturing, and inclusive learning environment.

The curriculum at Spaulding focuses on the Massachusetts State Standards for all subject areas. The majority of our English Language Arts blocks incorporate both a Reader's Workshop model, an individualized reading program for our literacy block based on the principles of guided reading and a Writer's Workshop model, an individualized writing program based on Units of Study. We are in our fifth year of a math program called enVision which is aligned to the Massachusetts State Standards incorporating the Common Core State Standards and focuses on principles of conceptual understanding, problem solving and computation. Our science curriculum emphasizes a hands-on approach, which fosters observations, inquiry, and understanding. The Social Studies curriculum emphasizes the understanding of family, community, and country through the integration of literature. To educate the whole child, social skills are taught through the use of a program called Six Pillars of Social Competency which focuses on citizenship, responsibility, fairness, caring, trustworthiness and respect. We also have an anti-bullying program in our third and fourth grade called Steps to Respect. In addition, children have an opportunity to extend the curriculum in computer, library, music, art and physical education classes. During the school year the children's artwork, musical talent, and cultures are showcased at family events. The Townsend Fire Department offers an extremely successful SAFE program for our children. The core program is also supplemented by many cultural assemblies sponsored by our Parent Teacher Organization. These programs enrich, spark interests in children and support the school improvement goal of offering students more opportunities to participate and share in cultural events.

We are extremely fortunate to have a supportive parent group that meets regularly and organizes family events and fundraisers.

I am pleased to be a part of the Spaulding Memorial School, the North Middlesex Regional School District, and Townsend. The children, parents, members of the community, town officials, staff at Spaulding Memorial School, the North Middlesex Regional School District Committee, Mrs. Joan Landers, Superintendent of Schools and the central office staff provide an excellent environment in which children can learn and reach their potential.

Respectfully submitted,

Becky Janda  
Principle



## **Hawthorne Brook Middle School**

Hawthorne Brook Middle School is an institution committed to educational excellence, and a community committed to supporting one another. We are dedicated to using our resources to provide the best educational experience possible for our students, and we continually look for ways to improve our school.

Each team follows a common schedule, which provides the teachers with the flexibility to modify and adjust student schedules to best meet the needs of each group. We are also committed to looping students in grades 7 and 8, which helps teachers to target instruction to the specific needs of their students over the course of two years. Ultimately, our model allows us to create a strong web of support to enhance student success.

The staff at Hawthorne Brook has participated in professional development opportunities offered in the district and throughout the area. A significant initiative within the district, which HB teachers have consistently supported, is revising curricula in all subjects by reviewing and systematically mapping what is taught and when it is taught. Curriculum mapping is an ongoing process that begins with the documentation process and then yearly revisions. This work brings teachers from across the district together to ensure consistency and viability for our students. In addition to the curriculum work, the staff continues to explore best practices for improving student engagement in the learning process. One goal in our classrooms is for students to take an active role in the learning, understanding, and sharing of the important ideas and knowledge in our society.

We continue to work to foster a positive, supportive climate at Hawthorne Brook. Our focus is on developing individual character and respect within a culture where we all take responsibility for each other, our community, and ourselves. The safety of our students continues to be our priority. The administration meets regularly with law enforcement and safety personnel to review and modify procedures and protocols. We have a culture where everyone in the Hawthorne Brook community is responsible and enabled to report safety concerns.

We are very proud of our students and witness numerous acts of kindness and generosity throughout Hawthorne Brook on a daily basis. Our students are generally kind and supportive of their peers. They maintain a high level of energy and enthusiasm and exhibit their talents and determination in the classroom, during athletic competitions, and on the stage. Hawthorne Brook students are a constant source of pride for the staff, parents, and the entire community.

Thank you to the PTO for their continued support and for providing items and programs that otherwise would not be possible. In addition to their fundraising efforts, parents have volunteered their time and talents whenever needed.

Communication is an essential component of a successful middle school. Feel free to contact the school with questions, comments, or concerns. We can be reached via email at [HBadmin@nmrsd.org](mailto:HBadmin@nmrsd.org) or through our website at <http://hbms.nmrsd.org>.

Respectfully submitted,

Stephen Coughlan  
Principal



## North Middlesex Regional High School

North Middlesex Regional High School served students in grades nine through twelve and had 920 students enrolled for the 2014-2015 school year.

Over the past year, we have continued in our mission of supporting all students in their pursuit of academic excellence and good character. Student learning and growth is at the center of everything we do.

We are proud to support three honor societies: the National Honor Society (NHS), the Tri-Music Honor Society, and the National Art Honor Society.

North Middlesex Regional High School continued to make excellent progress in addressing the recommendations of the NEASC visiting committee. Our most important project has been mapping our curriculum in a common format, and much of our professional development time has been dedicated to this process. This process will ensure that all students will have access to a common curriculum and be graded against common assessment rubrics regardless of their teacher. This work has required teachers to spend many hours sharing expertise, and will have a huge impact on student academic growth. The NEASC committee met in October 2015 to review the progress report for last year and commended the high school for the progress we have made so far. Our two-year report will be reviewed in October of 2016.

The School Committee approved a major update to our *Program of Studies* this year. These updates have enabled NM students to make the most of the new rotating schedule. There are more electives, including a number of half-year courses, allowing increased flexibility for students in selecting courses that meet their academic needs and spark their interests. Additional opportunities are also available to students that enhance the rotating schedule; these include our internship and virtual high school.

North Middlesex Regional High School is an extremely busy and active place. Hardly a day goes by when the school is not teeming with students, staff, volunteers, and parents from well before dawn to well after dusk. NMRHS has a wide and varied range of service learning opportunities, clubs, and societies. I am continually amazed at how well our students balance their many interests and commitments. Many of our students are three sports athletes, or involved in multiple activities including paid work, and manage to maintain their attendance and grades.

As always, please feel free to reach out to the North Middlesex Regional High School administration with questions or comments.

Respectfully submitted,

Isaac Taylor  
Principal



# Nashoba Valley Technical High School



Nashoba Valley Technical high School is a regional technical high school established in 1969 to serve students grades 9-12 and also provides post graduate programs for those between the ages of 18 and 25 years old in all career areas on a space available basis. Nashoba has earned an impressive reputation for producing community leaders as well as providing a vast amount of community projects for our district towns. With an enrollment of approximately 760-plus students from eight communities, Nashoba Valley Technical High School offers career preparation in 18 technical programs.

## ***ADMINISTRATION***

Dr. Judith L. Klimkiewicz	Superintendent
Ms. Denise Pigeon	Principal
Mr. Matthew Ricard	Assistant Principal
Ms. Jeanne Savoie	Business Manager
Dr. Carol Heidenrich	Director of Technology
Ms. Gabriella White	Director of Curriculum
Ms. Kyla Callahan	Coordinator of Guidance and Admissions
Ms. Wendy Hood	Coordinator of Special Education and Team Chair
Mr. Paul Jussaume	Coordinator of Technical Programs and Cooperative Education
Mr. Jeremy Slotnick	Coordinator of Academics and Testing

## ***The Learning Schedule:***

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

## ***The Year in Review:***

Nashoba's enrollment continued to grow during the school year and once again we welcomed a significantly larger student body. This year our security system was updated with additional security monitors at the front and rear entrances. Construction has completed on our new athletic facilities including a new sports complex that consists of a multipurpose turf field, tennis complex and a practice field, as well as state-of-the-art track, new softball field and baseball fields, tennis courts and field hockey. To complete the renewal of our athletic facilities, the final touch was to add new bleachers and gym floor. Our Dance and Art studio is near completion and will enhance our pre-school and Theatre Arts and Design & Visual programs by allowing students to showcase their talents.

Nashoba continues to embrace educational opportunities for our teachers through summer professional development opportunities as well as by serving as a satellite campus for many local colleges' advanced graduate programs.

As we continue through a time of economic uncertainty we can assure you that at Nashoba Valley Technical High School, students will still receive a technical education of the highest quality with the most current state-of-the-art equipment while still providing our district members with a fair and equitable assessment. Our Engineering Academy, entering its second year at Nashoba Tech, is a selective program targeting high achieving math and science students who are interested in entering various engineering, electronics/robotics, or bio-manufacturing fields.

### ***Vocational-Technical Programs (Secondary & Post Graduate):***

Auto Collision Repair & Refinishing  
Automotive Technology  
Banking, Marketing & Retail  
Carpentry/Cabinet Making  
Cosmetology  
Culinary Arts  
Dental Assisting  
Design & Visual Communications  
Early Childhood Education  
Electrical Technology

Engineering Academy  
\*Electronics/Robotics  
\*Engineering Technology  
\*Bio-Manufacturing  
Health Assisting  
Hotel Restaurant Management  
Machine Tool Technology  
Plumbing/Heating  
Programming & Web Development  
TV & Media Production/Theatre Arts

### ***Special Academic Programs:***

Advanced Placement, Honors and College Preparatory courses are available in all core subjects. Foreign language, music, theatre and additional elective courses are offered for all four years to all interested students.

### ***Dual Enrollment:***

The Dual Enrollment program is a state sponsored program that allows eligible NVTHS students the opportunity to enroll in courses at a local college while they are still in high school. The Dual Enrollment Program is available to any junior or senior who meets the criteria adopted by both the State and the School District. Juniors who are eligible and recommended by teachers/administration may elect to enter Dual Enrollment Program and take courses their junior and senior years at a two-or four-year public college or private institutions in Massachusetts or New Hampshire. The program allows a student to attend Middlesex Community College, Mt. Wachusett Community College, U Mass Lowell or Fitchburg State University on a full time basis, while still enrolled at NVTHS as a high school student. Credit for the course applies to both the high school and college transcripts. Upon completion, students receive their high school diploma from Nashoba and one or two years of college credit. Many Nashoba students in recent years have graduated with an Associate's degree from a college and their high school diploma at the same time. Also, individual study programs for talented students are directed to their area of excellence. Many of our students are accepted at such distinguished institutions as MIT, Ithaca College, Emerson College, Boston University, and University of Massachusetts, among others.



### ***Community Service Projects:***

Nashoba is unique in its approach to community service and its relationship to its district towns. Students and their instructors travel to various sites within our district to work on community service projects that have been approved and selected for their benefit to the community and the learning of our students. The students perform all necessary work for the district towns to complete their requested project. The Community Service Program educates students in a real world setting and allows the towns the benefit of observing Nashoba students at work, creating a lasting tribute to their efforts and having a major project completed without over expending limited town resources for capital improvement.

### ***Student Activities:***

Nashoba sponsors an extensive program in intra-scholastic sports including varsity teams in 16 current high school sports, with equal opportunities for both male and female students. Next year we hope to add tennis and crew as new team sports. Other extracurricular activities include Student Council, National Honor Society, Music Honor Society, Yearbook, Kick Off Mentors, Students Against Destructive Decisions (SADD), Skills USA, Student Leadership, Peer Mediation, Chorus, Drama, and many special interest clubs. No user fees are imposed on any sport, school sponsored club or activity.

### ***Continuing & Community Education:***

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

# TOWNSEND PUBLIC LIBRARY

The Townsend Public Library continues to serve as a community space with many fun and educational opportunities for the people of Townsend. Groups gather at the library to craft, to study, to learn and to socialize. We offer use of technology such as genealogy software, lynda.com learning, Wi-Fi, and e-books to borrow.

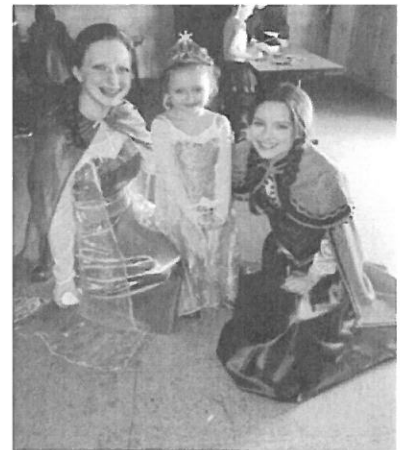


The 2014/2015 school year brought us over 4,000 visits after school by students of HBMS. Our Children's room staff, Molly Benevides and Karen Savage provided many after school activities including, craft classes, book clubs, movies and more. We welcomed collaboration with the local schools and have hosted many school visits.

Eileen Barnacoat, our volunteer coordinator, continues to work with a group of tremendously dedicated library volunteers. These are the people who shelve books, pull holds and help with general library work. We would like to give special thanks Melissa Herman, who volunteered time to help the library staff design a new website.

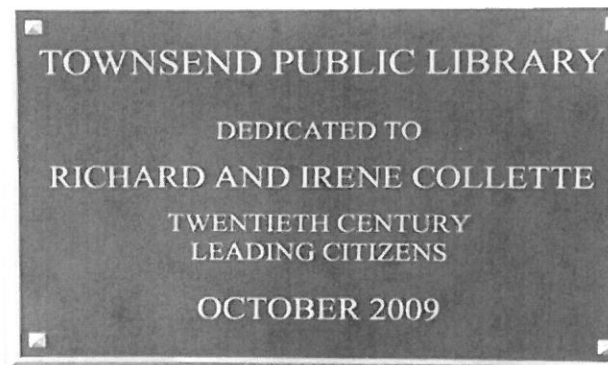
The Townsend Public Library Endowment was able to gift over \$29,000 in 2015. Some of the fantastic programs and items purchased were:

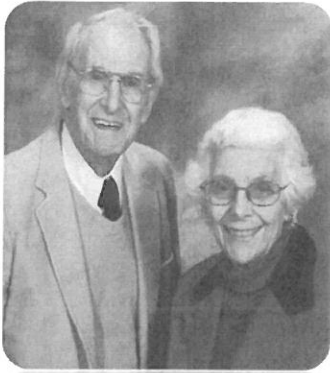
- Our first ever library comic-con
- Paint parties with Marcus and Leslie
- A Storytime chair dedicated in memory of former children's librarian Diane Eaton
- New adult Computers
- Museum passes
- Lynda.com learning software



## Other 2015 Highlights:

- FY15 Circulation: 121,086 items checked out from TPL
- The Friends of the library were able to attract local businesses and donations to provide us with 14 Sundays worth of open hours
- We held 338 programs with over 5,000 people in attendance
- We have 6,113 registered borrowers
- Our meeting rooms and quiet study rooms were used 1,513 times





#### In Memorium.

In 2009 the Townsend Public Library was dedicated to Richard and Irene Collette. Sadly, Richard passed away 4 months before the dedication, and Irene passed away on March 15, 2015, joining her husband of 63 years. We are proud to honor the memory of Richard and Irene Collette at the Townsend Public Library where their community service and citizenship are inspirations for the future.

#### Library Trustees:

Patricia Jeanig - Chairperson  
Cheryl Cloutier – Vice Chair  
Kimberly King  
Alison Bird  
Karen Waxman

#### Library Staff

Stacy Schuttler -Director  
Molly Benevides-Children's Librarian  
Karen Savage-Children's Room Senior  
Library Technician  
Catherine Hill-Senior Library Technician  
Lori Stevenson- Library Technician  
Theresa Sawyer- Library Technician  
Laureen Cutrona- Library Technician  
Meg Genoter -Library Technician  
Elise Johnson -Library Technician

## **WEST TOWNSEND READING ROOM**

We would like to thank the Cemetery & Parks Department for their continued assistance in helping to maintain the parking lot, wheelchair ramp and walkways during the winter and lawn moving and grounds upkeep during the summer.

We would like to extend our appreciation to the clubs, organizations and committees that have helped us with ongoing projects. We are always looking for and welcome individuals willing to help with the maintenance of the West Townsend Reading Room.

We extend our thanks to the groups and individuals who have rented the Reading Room and did their best in keeping the building clean and available for the next rental group. Townsend is fortunate to have this building and we are doing our best to protect its condition for many generations to come.

Respectfully submitted by,

The West Townsend Reading Room

## BAND CONCERT COORDINATOR

The Townsend Military Band plays concerts on the Common between 7:30 and 9:30 PM on Thursday evenings during the summer months. I request that money be appropriated each year for none concerts, but the number actually played depends on the weather.

Local organizations sponsor lawn parties in conjunction with these concerts. It is my responsibility to assign dates on a rotating basis. The following groups held lawn parties during the 2015 season:

Townsend Scout Groups  
Townsend Community Couples Club  
Townsend Congregational Church  
Townsend VFW Post #6538 and its Auxiliaries  
NMRSH Giving Tree

Townsend United Methodist Church  
Townsend Fire-EMS Relief Association  
Friends of the Townsend Seniors and  
Friend of the Townsend Library  
Kids Kountry Playground

Respectfully submitted by,

Betty Mae Tenney  
Band Concert Coordinator



# RECREATION COMMISSION

Townsend Recreation has had an eventful year filled with growth and community. The Recreation Commission has done a fantastic job this year of supporting Townsend Recreation and seeking growth opportunities. Many thanks to Alice Kennedy, Board Chair for her steady hand in guiding and advocating for Townsend Recreation. Krissy McHugh, Lynne Leblanc, Rick Corsini and Dave Schuster, our Commission members, deserve a heart-felt thanks for the attention and commitment they have put in through this year. 2014 ended with us continuing to look at our challenges that prohibit stability and options for surmounting them. As we moved into 2015, we kept our focus on how to grow a strong foundation. We started inquiring and processing options for funding and having a home base to stabilize Townsend Recreations ability to continue providing to the town with recreation, inspiration and education.

Our class offerings included crafts/DIY, health & fitness, science, music, entertainment and community events. We have been taking a hard look at what is successful and what is not, where genuine interests lie and what we are able to accomplish with our very limited resources. This focus has helped to structure the direction we will be going in for 2016.

Our first focus and an ongoing challenge is space. The Rec Commission has had a momentous year in making headway into our home base/space difficulties. Through their hard work, the cooperation and support of The Town Selectman and the generosity of numerous businesses, town boards and citizenry, we have been able to take possession of the "Annex" building as a future home to Townsend Recreation office and meeting/small class space! One of the best parts of this approval came with the allowance of the wheelchair ramp being gifted to a local man for his home medical needs through an Eagle Scout Project. The process has involved BOS approvals, inspections, tear down, and rebuild, grants, materials, labor and supervision. The Rec Board has spent considerable time in securing the best prices and materials, utilizing many local businesses. Approval was given to have a work crew from the Department of Corrections come in as the labor force, greatly reducing our costs and allowing us to set a brisk project schedule. This has kept us all very busy as we work to build a lasting foundation for the continuation of Townsend Recreation and a solid foundation in which to grow.

We've continued with working through the various organizations to utilize spaces around town, unfortunately delays and cancellations have been costly. The process of requesting and utilizing space at the schools is often cumbersome and unreliable, also dependent on the priorities of the schools/maintenance. It must be noted, with much appreciation, the hard work and help given to us by the Building & Maintenance staff of the North Middlesex District and the school administrative staffs of each of the schools. The Town Hall staff has also been wonderful in allowing us use of the meeting rooms and Great Hall when a class or event is appropriate for that space and the business needs of the town offices, boards, and organizations aren't in conflict. The Library/Senior Center has a beautiful meeting space, they have priority over that space as well, again leaving Townsend Recreation to try and schedule use at odd times or non-consecutively. These space issues can lead to low participation, delayed advertising, limited offerings and cancelled classes.

We also focused on our Summer Rec program. Labor costs have risen considerably, however we retain our commitment to providing the absolute best we can for our participants. Although we did not raise rates we saw a second year of very low participation numbers. However Summer Rec was still the highlight for the approx. 82 children that joined us at SECC with a daily average of 28. We were given use of the Gym, Cafeteria and one classroom. We provided fun, games and learning during this 6 week program. We added a couple of biweekly "classes" to the standard Arts & Crafts and Sports programs. "The Science Lab", "Gardening" and "Nature" were all offered this summer. We took

advantage of the beautiful weather this summer and spent a lot of it going on walking fieldtrips around town. We went to the Common multiple times, most notably for a Town Scavenger hunt, Spaulding memorial for a picnic and ball game .We also utilized our classroom space for "Rock performance Camp' led by Brandon Durham. The class was kind enough to put on a concert for our kids as well as some students from SECC and it was fantastic! A huge thank you needs to go out to our staff and parent and community supporters for all of their giving to this incredible program. We will be going forward in 2016 with a rate decrease for some of the programs, and we will be offering online early bird registration discounts in the hopes of re-growing our numbers.



# TOWNSEND RECREATION

RECREATION   INSPIRATION   EDUCATION

Our second primary focus is outreach. As a Committee, dedicated to bringing recreation, inspiration and education to Townsend, we are extremely conscious of the demographic we serve. It is of utmost importance to us that we are offering a wide range of classes and events for all.



This was also the third year for our “Tea Party” geared towards young children. We visited Aladdin’s Cave with Aladdin, Princess Jasmine, Jafar, the Genie and Abu. This event is held in conjunction with The Townsend Library. We had 73 guests, 12 volunteers and tons of fun as we enacted the story of Aladdin and Princess Jasmine through a reading by Molly Benvenides (Children’s Librarian). The guests were provided with a wonderland tea party of decadent munchies, herbal teas and living storybook characters. Our Chef and volunteers created wonderful treats completely allergen free in addition to our regular menu as requests, again, came to us from the community. A huge thank you to Larry and Vicki Hoff for working with us in designing and building the Palace and magic Carpet! This event was funded through ticket sales and broke even.

We held our 3<sup>rd</sup> & 4<sup>th</sup> Women’s Wardrobe event in the spring and the fall. This event was held at the Townsend Country Club Ballroom with refreshments and staff contracted through Baileys on the Green. The WW is a women’s only event that combines reimagining/upcycling, shopping, local small business exposure and a fun filled evening of friends and all things feminine. The event is funded through ticket sales and we made approximately \$700 in June and \$500 in December.

We also want to give our gratitude to The Amanda Dwight Entertainment Fund for their grant used towards a visit from Henry the Juggler and a Community Workshop for Edible Perennials.

As part of our outreach, we now post to 10 Facebook sites & 3 event sites along with the Town website. We also send press releases to the papers, put up posters and distribute flyers throughout the District Schools. We will continue to look for new ways to spread the word about what Townsend Rec is offering this community.

Our third focus item is resources. Townsend Recreation has full use of 2 storage facilities. A trailer and a shed. Neither is weatherproofed, resulting in material loss due to rodents and mold. We also are unable to grow our program with more technical, modern supplies such as computers, sewing machines etc.. Because of the lack of safe, dry storage. Trying to access a particular item or supply needed is a huge undertaking due to the tight quarters and physical locations. I use my own home to store anything mechanical or frequently used. Being unable to properly organize, utilize and procure the supplies for Townsend Recreation when needed limits our ability to develop with what we have and bring in new materials for what we want to grow into. Many classes and programs have had to be tossed out as viable because we don’t currently have usable space for supplies or the proper location available for the needed logistics of holding the classes/workshops etc. The majority of our storage difficulties will be remedied in 2016 as the Annex Building Rehab is completed as we will be able to move a large amount of our supplies into the old bank vaults!

Within these 3 focus areas Townsend Recreation has worked very hard this year to bring new classes, new events, excitement and value to our listings as well as our long term sports programs. We have also forged new or built stronger relationships with local businesses and organizations.

2016 looks to be an exciting year for Townsend Recreation as we work to build our home base and expand our offerings. Thank you all for your support and encouragement!



# TOWNSEND MEETING HALL GALLERY

## TOWNSEND MEETING HALL ART GALLERY

The Townsend Meeting Hall Art Gallery Committee consists of a five-member board, appointed by the Townsend Board of Selectman. Committee member's are assigned staggered 1-year, 2-year and 3-year terms.

### GALLERY 2015 EVENT SCHEDULE

#### January - February

MARCH

#### April

#### May

#### June - July

#### August - September

#### September - October

#### November - December

#### December - January 2016

"Stitched With Love" Call-for-Art Exhibit

HBMS STUDENT ART SHOW

NMRHS Student Art Show

Hollis Arts Society Juried Art Show and Sale

Reflections: Oil Paintings by Rob Franco

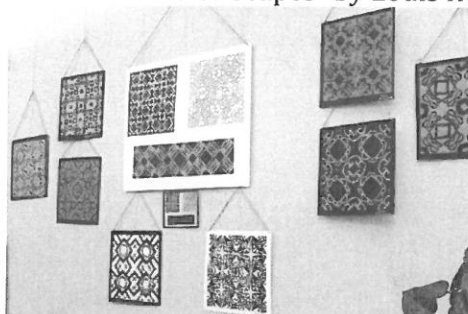
Carrin Culotta, Judith Fava, Lee Muir-Haman Art Show

Yvonne Hemingway & Nina Burke Art Show

"In The Kitchen" Call-for-Art Exhibit

"Decorate Your Word" Silent Auction

"Color Scapes" by Louis Henri Pingitore



*HBMS Student Art*

## ***Additional Exhibits within the Townsend Public Library***

**October 2014 - January**  
Anniversary)

Townsend Thru Time: Fessenden to Sterilite (5<sup>th</sup>

**January - September**

Art piece on loan by Steve Neimi

**April - December**

Nature Photography Art by Kimberly King

### GALLERY COMMITTEE MEMBERS

#### January - August

Alice Struthers, Chairman  
Kimberly King, Treasurer  
Carrin Culotta, Secretary  
Lisa Lewand

#### Resignations:

Tracy Taylor - Resigned January 2015  
Kimberly King - Resigned August 2015  
Lisa Lewand - Resigned August 2015  
Carrin Culotta - Resigned December 2015

#### October - December

Alice Struthers (2018)  
Carrin Culotta (2016)  
Susan Bates (2016)  
Joan Leahy Blanchard (2018)

#### At Large

Kimberly King

# CULTURAL COUNCIL

Did you know Townsend has a Local Cultural Council? The Massachusetts Cultural Council Program distributes public funds to local and regional cultural councils. There are currently 329 local and regional councils across the Commonwealth! These local councils are then able to grant those funds to applicants from the arts, humanities and interpretive science projects within their communities. The amount of money allocated to each Local Cultural Council is determined by using one of the state's local aid formula established by the legislature which is based on population, property values, etc.

In FY15, the Townsend Cultural Council was allocated \$4,860.00 to distribute to applicants who submit their appropriate paperwork by October 15<sup>th</sup>. After all grant submissions were reviewed by your Council Members, the following Artists/Organizations received partial funding:

Spaulding PTO: Reverse Order (Musical Performance), A Multicultural Journey (Song & Story telling), Origami Paper Folding, Wild about Weather, Up & Away (Science: History of Ballooning)

Townsend Public Library: The History of Ragtime with Deborah Windham, Seven Steps to Getting Your Healthy Groove On, Family Paint Party, Mad Science, Mike the Bubble Man.

Fitchburg Art Museum: 81<sup>st</sup> Regional Exhibit (Arts & Crafts)

Townsend Historical Society: Early 19<sup>th</sup> Century Portraiture in New England

North Middlesex HS Project Graduation: Caricature Artist, Magician David Hall

SECC PTO: Rick Godin Singing Puppeteer, Bubbles by Acton Discovery Museum

Hawthorne Brook Middle School PTO: Animal Adventures (Hands-on Exhibit)

Arts/Nashoba: Autism/Special Needs Workshop

Judith Lindstedt: Woodcarving & Watercolor at Townsend Senior Center

The Discovery Museum: Especially for Me

Dawn Kelly: Music is Love – Music, Magic & Comedy at Townsend Senior Center

Indian Hill Music: Bach's Lunch Concert Series

Denis Cormier: Hands on History the American Revolutionary War (Elementary)

Nashoba Tech HS Theater: MA High School Drama Festival

Fruitlands Museum: Family Fun At Fruitlands

The current Townsend Cultural Council Members are:

Karen Clement

Katie Barrett

Jane Jackson

Lynne Leblanc

Linda Durette.

We welcome Lynne Leblanc and Linda who joined us in 2015. Your Townsend Local Council will continue to play an important role in ensuring that cultural opportunities are made accessible to all segments of the Townsend community in 2016.

Linda S. Durette - Chairperson

## Amanda E. Dwight Entertainment Fund Committee

Thanks to a generous benefactress years ago, we were able to partially or totally fund the following events during 2015. The recipients include the Townsend Library; Two Old Friends-an evening of Celtic and American music, Jeff Rapis-silent film and Sunday hours, Friends of the Townsend Seniors,-Hope Chorus, Town of Townsend Military Band Summer Concert, Townsend Recreation-Henry the Juggler, Townsend United Methodist Church-The Healthy Benefits of Tea, Townsend Earth Day Committee-DJ, and NMRHS Project Graduation-David Hall Magician/Hypnotist. Board members-Deborahanne Mayer (chairman), Karen Clement and Susan Gerken.



Pictured are "Two Old Friends"; Emery Hutchins and Jim Prendergast.

"Two Old Friends" performed at the Townsend Meeting Hall on March 24th. Plaintive ballads and foot stomping shout tunes; soaring instrumental solos, traditional Irish tunes, and story-telling rounded out the evening. This admission free program was sponsored by The Amanda Dwight Entertainment Fund, The Friends of the Townsend Library and the Friends of the Townsend Senior Center

## Veterans' Service Officer

I am appointed by the Board of Selectman, but the position is mandated by the State. Each city or town must, by law, have a representative responsible for assisting the Veterans of that community and administering the appropriate funds. Each year the Veterans' Service Officer submits a budget which must be approved by the Town. Part of the budget is allocated for the Service Officer salary and the remainder is used for the funding of Veterans' claims. The claims are reimbursed by the State through the Department of Veterans' services in Boston.

Veterans' Service Officer holds office hours in the Town Hall on Tuesday at 1:00 P.M. until 4:00 P.M. Veterans' Service Officer can be contacted at 978-597-1700 Ext 1729, or by appointment.

Many Veterans and their families are unaware of the benefits available to them. Benefits include financial assistance for food, heat, medical expenses, and aid for educational expenses. Assistance is available to the unemployed and disabled Veterans. Legal claims are referred to the Boston Veterans' Service office.

Each case is service with the utmost discretion. Individual cases are confidential and not open to the public. Approximately 250 Veterans are assisted each year in Townsend. Townsend veterans' received \$69,929.00 in Chapter 115 benefits for FY 2015.

Respectfully submitted by,  
Joseph J. Mazzola  
Veterans' Service Officer.

## TRUSTEES OF SOLDIER'S MEMORIALS

The Trustees of Soldier's Memorials is an elected board consisting of three veterans and two non-veterans each serving a three year term. We are charged with control of the construction of any soldier and war memorials and to take custody for the maintenance of all memorials after construction. We are also allowed to make any rules and regulations relative to the use of those memorials.

We currently have 28 memorials in town, including 17 Gold Star Memorial Squares dedicated to the soldiers of Townsend killed in war, 10 various memorials dedicated to veterans of The Civil War, WWI, WWII, and the Gold Star Memorial Meeting Room in town hall.

This year three projects were completed. A Townsend resident & Vietnam veteran donated two carved wood signs for the entrances to the Gold Star Memorial Room. The gold star in front of town hall was in need of major refurbishment. The Parks and Cemetery Department re-pointed the tips of the star and remounted it on a concrete base. Board members repainted it. The Parks and Cemetery Department received a grant from the Civil War Sesquicentennial Commission to refurbish the statue on the town common. A portion of the money has been set aside for maintenance of this statue as well as the bronze Civil War plaques on town hall. Members of the board are extremely grateful for the efforts of the Parks and Cemetery Department in assisting us with our duties of maintaining the memorials.

Walter Mann  
Chairman

Robert Tumber  
Peter Buxton

Keith Jackson  
Avis Roy

# COUNCIL ON AGING



life possible.

## ANNUAL REPORT 2015

**Mission Statement:** *The Townsend Council on Aging is committed to the continued growth and wellbeing of our senior citizens by providing programs, education, information and referral services with a goal of helping seniors achieve the best quality of*

***We are open 9-3 Monday through Thursday; 9-2 Friday  
and 9-8 the third Wednesday of the month.***

The past year at the Townsend Senior Center was energetic and exciting!

- In January, we began the year by adding a daily bus stop at Atwood Acres and Townsend Woods and a class on making your own polymer clay beads.
- February had a lot of snow and days we had to close, but we were thrilled to have two teenagers conduct an iClass to assist seniors with their mobile devices (phones, tablets and laptops). We also conducted an enlightening program with Compassionate Care Hospice. Their "Virtual Alzheimer's Tour" put participants in the shoes of individuals dealing with the disease. AARP was back with their complementary tax preparations once a week until the April deadline. We also added a colored pencil art class and needle felting.
- A monthly drop-in hairdresser and "Yoga for the Brain" were added in March. In conjunction with the library we sponsored an Irish folk concert by "Two Old Friends." Our bus was filled for a trip to the Boston Flower show and we reorganized the bus schedule to better suit our clients' needs.
- April came with a promise of spring and we implemented the Body in Motion Fund, made possible by a \$10,000 grant from the Community Foundation of North Central Massachusetts and the Greater Lowell Community Foundation. This grant encouraged 132 members to participate in programs and experiences they would not have otherwise experienced. We began quarterly newsletter mailings and showed our appreciation of our 55 active volunteers at the annual volunteer appreciation luncheon. New programs included drop-in knitting, a New Orleans/Memphis trip information speaker, Reiki, a trip to the Fitchburg Art Museum, flower arranging class, and the NMRHS lunch and concert. Members of the Council on Aging Board also attended an outreach summit.
- In May, we added birdwatching, batik, papermaking, and creating a floral centerpiece to our repertoire of classes. We scheduled two special trips; one to the Westford shopping center and one to the Museum of Russian Icons. We conducted a flea market while the library had its book sale. Unfortunately, at the Annual Town



Meeting we abided by the request by the Board of Selectmen to wait until free cash was available to ask for an increase in our budget. With the senior population in Townsend predicted to increase by 171% by the year 2035, it is our hope that the town will be proactive and support our request for the FY'17 budget cycle. This will help us be prepared to serve our demographic to the best of our ability.

- The Police Department's annual picnic was a hit once again as the seniors were treated to burgers, hot dogs and all the fixings. Yes, the Fire Department helped too! The Hope Community Chorus entertained us with a "Show Time" concert, and we added two programs: Fusion Fitness and Card Making. We took bus trips to the New England Woodcarvers 50<sup>th</sup> anniversary show and on a mystery ride to the Butterfly Place in Westford.



- July brought us the welcomed addition of Janet Cote as our Outreach Coordinator. We used formula grant funds to put blinds and valences on the remaining windows. The bus went to the Pheasant Lane Mall and Trader Joe's, the Cathedral in the Pines and Kimball's, and was also made available to transport seniors to the Thursday night band concerts on the common. The Card Making class celebrated Christmas in July by getting a jump on Christmas cards, and Linda introduced a Reverse Glass painting class. We had a speaker come in and educate us on probiotics and Team Trivia & Jeopardy provided a light-hearted way for seniors to exercise their minds. We implemented bi-monthly staff meetings, registered COA Board

members for training and were interviewed by the Gerontology Master's Program at UMass Boston. Gentle Yoga, Women's Meditation and Nashoba Tech lunch took a sabbatical until autumn.

- The "oldies but goodies" that were successful in the past came back in August: iClass, Batik, and Virtual Alzheimer's. The bus trip this month was to the Ecotarium and the MOC meal price was increased to \$3.00. The Formula grant was submitted to the Executive Office of Elder Affairs.
- In September, the Hope Community Chorus sang about "Familiar Things" and Lindsay Morand presented a program about E.B. White at the Friends of the Townsend Seniors Annual Meeting. Our evening classes included a presentation about the proposed Kinder Morgan pipeline, a speaker on How to Manage Dementia, and an acrylics class. We also offered a computer tutor. The bus went to the Museum of Fine Arts in Boston and began monthly trips to the Bach's lunch by Indian Hill Music in Littleton. A new floor was installed in the Meeting Hall. Thank you again Sterilite! The part-time van driver position posted last November was filled by Jerry Copeland.
- October included special presentations by Storyteller Katie Green and Author Nancy Filip. The bus went to the Fruitlands museum in Harvard. We started having potluck lunches on the fourth Thursday of the month.





- On Sunday, November 1<sup>st</sup> in commemoration of the anniversary of the dedication of the senior center/library complex, many members of the community joined us to plant a daffodil garden to honor the memory of three women who are no longer with us. These ladies will continue to be a part of the facility: Nancy Shepherd, Irene Collette and Elizabeth "Betty" Stone. We look forward to the sea of yellow heralding spring for years to come! November also brought the ever-popular annual Thanksgiving dinner hosted by Mark Lynch. Art classes included Faux Stained Glass, Zentangle and a Candle Centerpiece workshop. The Hope Community Concert took us on a "Roundup" and our evening programs included a presentation on the Shades of Ireland trip offered next October. McNabb Pharmacy helped seniors make sense of their prescriptions with a Brown Bag Pharmacy program.



success!

- The Friends of the Seniors sponsored an Arts and Crafts fair in conjunction with the Friends of the Library in December. The bus also took a trip to the Christmas Tree shop in Nashua. We offered free manicures by students from Nashoba Tech, felting and bulb ornament classes. Our grief counselor offered a "Tinsel to Tears" talk for those who find it difficult to deal with the season. This year's Christmas party was a huge



We currently serve over 400 registered members and welcomed 75 new members in 2015 (an average of 1.5 per week!)

There's not enough room to list all the volunteers who serve as receptionists and greeters, assist in meal preparation, set up and take down tables and chairs, lead classes, and so much more. Without them the Senior Center would not function as efficiently as it does. We thank everyone so very much for their time and commitment. We appreciate you beyond words!

Unfortunately, every year we lose friends and loved ones. Among those we will miss are: Irene Collette, Judy Concemi, Jane Fleet, Gloria Fors, Claire Gould, Betty Johnson, Judy Nordstrom, Mark Roy and Elizabeth Stone.

We are grateful to the Friends of the Townsend Seniors who continue their support and offer bus trips, dinners, etc. They consistently assist us with a variety of things as needed.





Anyone who is a senior, has a family member who is a senior, or who plans on being a senior someday is encouraged to join the Friends of the Townsend Seniors. Membership requests can be obtained at/or mailed to:

**Townsend Senior Center**  
**16 Dudley Road, Townsend, MA 01469-1019**

Come on in and join us! We've saved you a seat.

Respectfully submitted,

Karin Canfield Moore, Director

**Council on Aging Board members: Ed Snapp, Jan Wesson, Sandy Stevens, Cheryl Simoneau, Marcia McMaster, Charlotte Murphy, Valerie Adams, Jane Jackson and Jerrilyn Bozicas.**

### **2015 at a glance:**

<b>Month</b>	<b>Attendance</b>	<b>Programs</b>	<b>Volunteers</b>	<b>Volunteer hours</b>	<b>RoadRunner trips</b>
January	183	632	26	266	107
February	156	577	26	201	128
March	193	898	34	411	178
April	208	978	36	444	172
May*	190	503	31	236	148
June	200	967	34	422	206
July	199	1061	30	375	212
August	197	992	30	334	179
September	207	968	34	388	267
October	216	799	37	335	233
November	260	746	43	355	143
December	199	726	33	323	197

\*In May the monitor for MySeniorCenter was down and out of service from May 5-22.





# VOLUNTEER RESPONSE FORM

Town government needs citizens who are willing to give time in the service of their community. The Talent Bank is a means of compiling names of interested citizens to serve on a voluntary basis on boards and committees. This file is available for use by the public as well as the Moderator and the Selectmen.

Talent Bank files are being updated to include categories consistent with the changing needs of the town.

**Indicate your order of preference and return the form below to:**

Talent Bank c/o Board of Selectmen  
272 Main Street  
Townsend, MA 01469

Name: \_\_\_\_\_

Phone (     ) \_\_\_\_\_ email \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Amount of time available  
(per week/per month): \_\_\_\_\_

Background/Experience  
\_\_\_\_\_  
\_\_\_\_\_

**REFER TO THE LIST OF BOARDS AND COMMITTEES  
ON THE NEXT PAGE AND LIST THOSE YOU ARE INTERESTED IN  
SERVING ON IN ORDER OF PREFERENCE**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_











