

*Town of Chelmsford, Massachusetts*  
**ANNUAL REPORT**



**FISCAL YEAR 2006**  
**JULY 1, 2005 – JUNE 30, 2006**



# COMMUNITY PROFILE & MAP

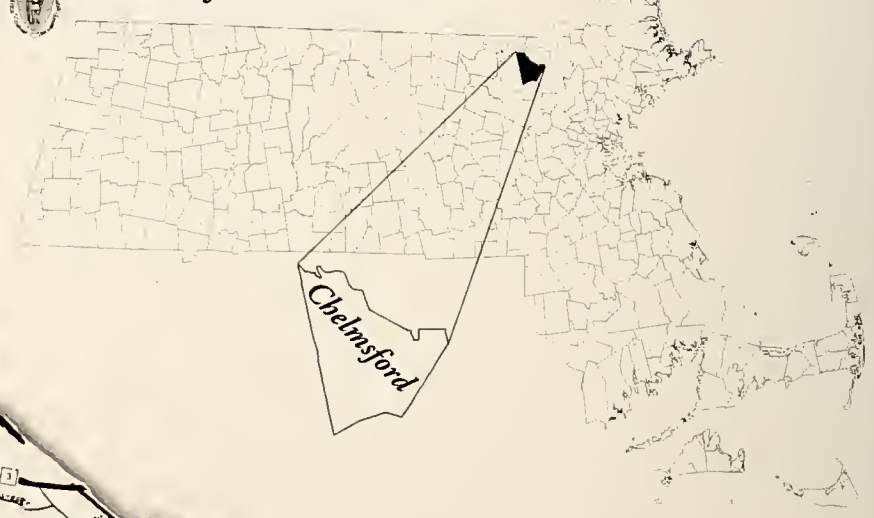
## QUICK FACTS

INCORPORATED .....MAY 1655  
TYPE OF GOVERNMENT .....BOARD OF SELECTMEN  
TOWN MANAGER  
REPRESENTATIVE TOWN MEETING  
COUNTY.....MIDDLESEX  
LAND AREA .....22.54 SQUARE MILES  
PUBLIC ROAD MILES ..... 186.99

POPULATION 2005 TOWN CENSUS .....33,833  
MEDIAN FAMILY INCOME (2005) .....\$82,676  
TAX RATE FY2006.....\$13.12 (RESIDENTIAL & COMMERCIAL)  
MEDIAN HOME VALUE FY2006 .....\$357,329  
MEDIAN TAX BILL FY2006 .....\$4,688  
OPERATING BUDGET FY2006 .....\$89,006,303  
WEBSITE.....WWW.TOWNOFCHELMSFORD.US



*Chelmsford, Massachusetts*



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## On the Cove

The 350th Anniversary Quilt was designed by Barbara Mackey, a member of the 350th Anniversary History Committee. Ms. Mackey solicited help from the All Saints' Quilters, Chelmsford Quilt Guild, alumnae from Chelmsford High, and internationally know quilter Sally Palmer Field who was instrumental with the Bicentennial Quilt. Monthly meetings were held and the thirteen quilters dubbed themselves the "Then and Now Quilters." Members included: Estelle Abely, Cindy Brown, Cheryl Callahan, Carol Cannistraro, Pat Casadone, Esther Davenport, Sally Palmer Field, Janet Lajoie, Barbara Kimball Mackey, Terry Mills, Madeleine Pattershall, Judy Putnam and Barbara Willman.

The quilt portrays buildings in North, South, East and West Chelmsford, as well as four buildings from the Center, the Town logo, and the anniversary pitcher logo. Using new technology, photographs were printed on fabric and then framed in two fabric colors. After that, hand-quilting was done all over the design, using a feather pattern and another design taken from the hilt of a Roby Sword. The quilt was unveiled on December 2, 2005.

## Meeting Schedules

SELECTMEN.....	EVERY OTHER MONDAY TOWN OFFICES - 7:00 PM
SCHOOL COMMITTEE.....	EVERY OTHER TUESDAY PARKER SCHOOL - 7:30 PM
PLANNING BOARD.....	2ND & 4TH WEDNESDAY TOWN OFFICES - 7:00 PM
BOARD OF APPEALS.....	2ND & 4TH THURSDAY TOWN OFFICES - 7:00 PM
CONSERVATION COMM.....	1ST & 3RD TUESDAY TOWN OFFICES - 7:30 PM
BOARD OF HEALTH.....	1ST MONDAY TOWN OFFICES - 7:00 PM
HOUSING AUTHORITY.....	1ST TUESDAY 10 WILSON STREET - 7:00 PM

Schedules are subject to change. To confirm all meetings, please call the Town Clerk's Office at 978-250-5205 or visit the Town's Official Website at [www.townofchelmsford.us](http://www.townofchelmsford.us).



# BOARD OF SELECTMEN



## Town Government & Executive Board

**MICHAEL F. MCCALL**  
CHAIRMAN

Dear Chelmsford Residents:

Fiscal year 2006 brought a close to the Town of Chelmsford's 350<sup>th</sup> Anniversary celebration. The 350<sup>th</sup> events, which included the Town's largest 4<sup>th</sup> of July Parade, the December 30<sup>th</sup> wrap-up event and this past summer's unveiling of the sundial on the Town Common, were well attended and enjoyed by all. I thank everyone who helped make these events possible and so successful.

The past fiscal year was also an active and productive period for the Town of Chelmsford. I would like to take this opportunity to highlight some notable accomplishments and update you on some of the activities of the Board of Selectmen.

The Town watched as the \$31 million school renovation project got underway. The addition of the new auditorium to the High School began to take shape, and improvements were noticeable on the McCarthy and Parker Middle Schools.

Also, the renovations to the old police station were completed, allowing the school administration to relocate its offices from the High School. Overall, the school renovation project continues to be on schedule and under budget.

Last year, we welcomed the reelection of Philip Eliopoulos and William Dalton to the Board of Selectmen. Soon after the close of Fiscal Year 2006, we said goodbye to our long time Town Manager, Bernie Lynch. On behalf of the entire Board of Selectmen and the Citizens of Chelmsford, I want to thank Bernie for his many years of service and contribution to the Town. We wish him well in his future endeavors. I appreciate our Finance Director, Kerry Speidel and her willingness to serve as the Acting Town Manager.

The Town's financial position remains sound, despite our narrowing reserves and cash flow, allowing the Town to maintain its bond rating. However, the Town continues to experience the effects of reduced local revenue and reductions in state aid, and like many other communities, we have had to find ways to reduce spending in order to stay within budget. Last year, we witnessed the Selectmen, School Committee and Finance Committee work together in an unprecedented manner to examine cost-saving measures and alternative ways to increase revenue.



*Chelmsford Board of Selectmen (April 2006 election) from Left to Right: Vice Chairman Samuel P. Chase; Philip M. Eliopoulos; Chairman Michael F. McCall; Thomas A. Newcomb; and Clerk William F. Dalton.*

We continue to be vigilant in order to reduce projected budget shortfalls in the future fiscal years, and search for other ways to reduce costs without jeopardizing essential services. The Selectmen are confident that such measures will ensure our fiscal strength into the future.

Finally, the Selectmen are committed to ensuring that the Town of Chelmsford is well represented on Beacon Hill. The Selectmen have been actively involved with our State Senator, our Legislative Delegation in the House of Representatives, and the Governor's Office on a variety of matters affecting the Town. The Selectmen have actively lobbied for changes to Massachusetts General Laws Ch. 40B and Ch. 70. Specifically, the Selectmen joined forces with the Initiative for Local Aid, other Town Officials and residents to bring attention to the inadequacy of the current Ch. 70 funding formula through rallies and testimony before the Legislature. The Selectmen will continue to petition our representatives in the Legislature and the Governor's Office on the Town's behalf.

In closing, I look forward to working with our future Town Manager, Paul Cohen, and I want to express my thanks to our former Town Manager, Bernie Lynch, the Acting Town Manager, Kerry Speidel, and all of our employees who serve the public every day with professionalism and dedication. Also, I want to thank the many residents who donate their time and expertise to the Town by serving on boards, committees, and special events.

Sincerely,  
Michael F. McCall, Chairman





## Town Manager



**BERNARD F. LYNCH**  
TOWN MANAGER

It is with mixed emotions that I have prepared and here-with submit this Annual Report for the year that began on July 1, 2005 and ended on June 30, 2006. This will be my final Annual Report after nearly twenty years as the Chief Administrative officer of the Town of Chelmsford including almost seventeen as the Town's first Town Manager in which I also served as Chief Executive Officer. At the end of July 2006, I will be leaving Chelmsford to assume the position of City Manager of neighboring Lowell.

With this change on the horizon I find myself reviewing the past year within the larger context of the past two decades in which I have worked for the Town. I look upon all that has been accomplished during this period and see the very clear challenges that face the Town in the near future.

During FY06 we moved forward with the major components of the \$31 million secondary school project which includes new libraries at the McCarthy and Parker middle schools, an enlarged and rebuilt science wing at the high school as well as the construction of an auditorium. This latter element is long overdue for the students of the high school which has operated for over thirty years without such a vital facility.

The overall project also includes electrical, HVAC and plumbing upgrades, various classroom and cosmetic improvements, new roofs at the McCarthy and Chelmsford High School and new windows at the McCarthy.

This project continues the progress made over the last 20 years in addressing various facility and infrastructure needs that went unaddressed after the development that occurred during the 1960's. During this period we embarked upon an effort to provide public sewer service to the entire community and build miles of sidewalks on major roadways. We invested heavily in rebuilding roads in a planned pavement management program and addressed dozens of drainage issues after creating a comprehensive plan that was holistic in its approach. We rebuilt numerous intersections and installed signalization for improved safety and traffic flow including Chelmsford Center, Vinal Square, and the Route 110 and 129 corridors. We renovated and upgraded all of the elementary schools built during the 60's boom through a careful targeting of capital funds including an expansion and rebuild of the Center School. We also built a Senior Center, Library and Police Station; and acquired over 200 acres of open space, rebuilt and improved several recreation areas, and purchased and began operating the Chelmsford Country Club and the Chelmsford Forum.

We made great progress over these years however; projects remain on the horizon including signalization on North Road which should begin in late 2006, the long overdue bike path which is scheduled for early 2007, and the depression of utilities in Chelmsford Center which should also begin in the summer of 2007 assuming all easements are in place. The Town also needs to address the facility needs of the consolidated DPW and the fire department as the Center Station is essentially obsolete and there is a need for rethinking the use of five stations within the Town. Finally, the Town will have issues with sewer capacity as the full build-out was never anticipated in the original inter-municipal agreement.

In March of 2006 the Town experienced the retirement of two long term employees that served as department heads, Elder Services Director Marty Walsh and Police Chief Ray McCusker. Marty was replaced by Diana Ryder who had served a number of years as Natick's Elder Services Director while Ray was replaced by Jim Murphy who had risen through the ranks of the Chelmsford Police to Deputy Chief before assuming the top slot. Both of these individuals are extremely professional and will continue the culture of professionalism that has been a central tenet of the Town government since the adoption of the charter in 1989.

*Continued...*





## Town Manager

I am extremely pleased to have been involved in the restructuring and staffing of the Chelmsford government as the first Town Manager. The individuals that have been hired or promoted are of the highest caliber in providing efficient and effective local services in an open and accessible manner for the citizens of the Town. The structure of the government has also been designed to achieve these goals through a team structure that includes consolidated departments of Public Works, Finance, Community Development & Public Facilities.

Like the past several years the central focus of FY06 was finances as the Town experienced another difficult year of growing expenditure demands and limited revenue growth. Early projections of a \$4 million budget problem for FY07 were addressed through holding the line on operational budget increases, lower than anticipated employee health insurance increases and better than initially expected state aid.

In large part the Town's fiscal issues have been addressed over the past several years through financial planning and careful use of reserves. The presence of such reserves as well as the financial policies and management systems that enable

the planning have occurred over the past dozen years as the focus moved away from crisis management to proactive strategy. The build up of reserves and its planned utilization, the development of an award winning budget document, and a carefully managed capital plan are evidence of improved financial stability which has been recognized through a bond rating upgrade and subsequent retention.

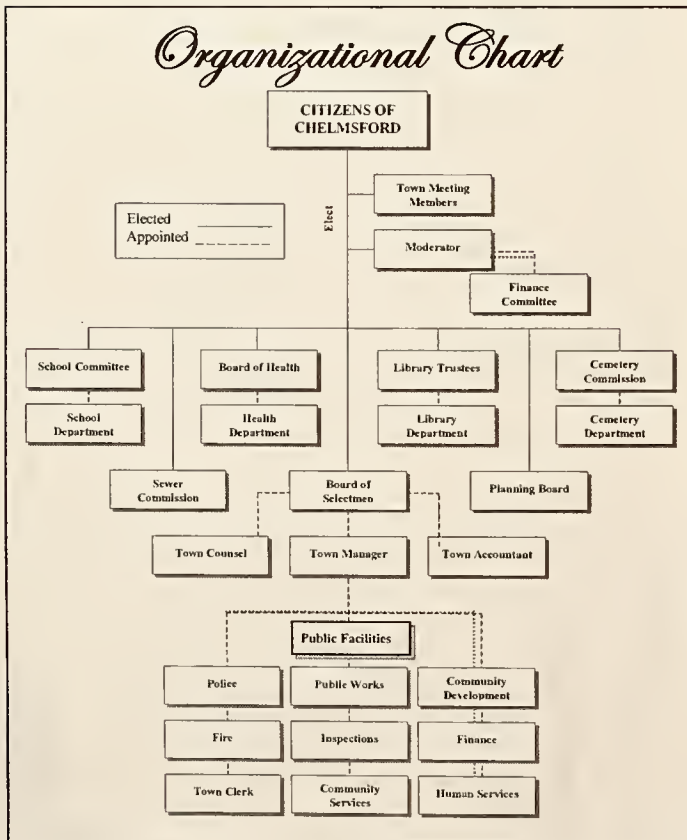
However, the Town's forecasting and monitoring of trends shows that problems do exist on the horizon that need to be addressed. There is a growing inability to maintain key services with existing revenues and reserves are being drawn down faster than desired without moves to rebuild. The state's education aid formula remains inadequate and inequitable. The Town must continue to lobby and argue for a greater and fairer distribution of local aid from the Commonwealth.

Employee benefits are a growing problem particularly as they relate to employees which will become well documented as the Town complies with GASB 45 requirements to cost out post-employment benefits. The Town will need to control these costs through increasing the use of Medicare through adoption of Section 18 of MGL 32B, and working with the unions on increasing employee co-pays. The Town will also need to begin setting aside reserves for retiree health benefits.

To address the balance of revenues and expenditures the Town needs to move on greater efficiencies within the government including schools in such areas as technology and central office functions. In addition, the Town should once again explore the efficiencies that could be realized with water as a Town operation as opposed to three separate independent districts. In billing and collections alone there are several hundred thousand dollars of savings for taxpayers and users. Other areas should also be explored before asking the voters to increase local taxation via a Proposition 2 1/2 override. An alternative to a general override is an exemption of the debt of several of the facility projects that were funded within the budget but before the 2002 decrease in state aid. The advantage of this approach is its temporary nature.

Finally, the Town needs to be vigilant in maintaining and rebuilding its financial reserves. Efforts to rebuild it in FY06 through the sale of Town assets were rebuffed by Town Meeting. These decisions should be revisited as well as adding other under-utilized properties such as the Wilson Street softball field which is inadequate for its current use and more valuable to a private party. These decisions are not easy but conditions require implementing difficult actions.

*Continued...*





## *Town Manager*

It was an eventful year in which many of the described issues were reviewed and addressed. As a result there were often high tensions and disagreements. However, these differences of opinion only served as evidence of the variety of interests in the Town but also the commitment of so many to the Town. The sense of community that is Chelmsford's hallmark was on full display as the final six months of the 350<sup>th</sup> Anniversary occurred during July-December. The variety of cultural and celebratory events that were so successful and well attended was confirmation of the Town's common interests. I was very pleased to have worked with so many great people in making the anniversary celebration such a success. I was also very proud to represent Chelmsford, USA to Chelmsford, UK in March of 2006 as a reciprocal invitation of the Mayor. The relationship of friendship with the original Chelmsford should be fostered particularly as we see the ever increasing globalization that requires us to be more cognizant of the shrinking world.

I look back on the past twelve months as a demanding but gratifying period of time. I similarly look at my two-plus decades in Chelmsford as a period of challenges and rewards. In the end, I've seen a wonderful Town become more so as problems have been solved and the community invested in itself. I will always be grateful for the opportunity to have served Chelmsford in the capacity of Town Manager.

As always, I want to thank the members of the current Board of Selectmen including Sam Chase, Bill Dalton, Philip Eliopoulos, Michael McCall, and Thomas Newcomb, as well as all of the Selectmen with whom I have served. Their support and direction was crucial to me over the years. I also want to recognize and thank the current and former Department managers and town employees for their dedication and efforts over the past twenty years. Clearly, their efforts were the key to so many successes that were achieved through the years. In particular, I want to thank the staff of the Executive Office, which has included Marian Currier, Kellie Hebert, Mike Luciano, Donna McIntosh, and Jeanne Parziale, as well as all those who served in the office through the years. The day to day efforts of all of these individuals made my tasks easier.

Finally, and in closing, let me thank all of the citizens of Chelmsford for the opportunity to have worked on your behalf as your Town Manager. I wish the Town of Chelmsford and each of its residents a prosperous future.

Sincerely,  
Bernard F. Lynch  
Town Manager

## *Appointed Officials*

### TOWN MANAGER

BERNARD F. LYNCH (TO 8/1/06)  
KERRY A. SPEIDEL, ACTING (8/1-11/26/06)  
PAUL E. COHEN (APPOINTED 11/27/06)  
978-250-5201

### TOWN CLERK

ELIZABETH L. DELANEY  
978-250-5205

### FINANCE DIRECTOR TREASURER/TAX COLLECTOR

KERRY A. SPEIDEL  
978-250-5210

### TOWN ACCOUNTANT

SHERYL L. WRIGHT  
978-250-5215

### BOARD OF ASSESSORS

FRANCIS T. REEN  
JOHN J. DUFFETT  
KEVIN S. SULLIVAN  
978-250-5220

### BUILDING INSPECTOR

ANTHONY F. ZAGZOUG  
978-250-5225

### PUBLIC WORKS DIRECTOR/ TOWN ENGINEER

JAMES E. PEARSON  
978-250-5228

### POLICE CHIEF

JAMES F. MURPHY  
978-250-5255

### FIRE CHIEF

JOHN E. PAROW  
978-250-5267

### FINANCE COMMITTEE

JON H. KURLAND, CHAIRMAN  
DAVID TUROCY, VICE CHAIRMAN  
JOHN C. THIBAUT  
DWIGHT M. HAYWARD  
MARY E. FRANTZ  
WILLIAM D. FULTON  
DEREK DONEGAN  
CLARE L. JEANNOTTE





## *Finance Department*

**KERRY A. SPEIDEL  
FINANCE DIRECTOR  
TREASURER-COLLECTOR**

The town's financial position has weakened following five consecutive years of operating deficits and a drawdown of reserves in fiscal 2005. Fund balance levels, however, remain barely adequate. The town closed fiscal 2005 with a \$1.2 million operating deficit, net of transfers. Reserves were also reduced: unreserved general fund balance was reduced to \$1.9 million, or 2% of the roughly \$93 million operating budget. The town's stabilization fund, which is separate from the general fund and can be used for any municipal purpose, was reduced to \$3.8 million, or 4% of expenditures. Total available reserves were about 6% of budget, which is low in comparison to historical trends, and is nearly half of fiscal 2003 reserve levels. The continued use of reserves over this period has been necessary to mitigate budget pressure caused by rising fixed costs, coupled with operations is in response to a school state aid decline of nearly \$4 million in fiscal 2004, as well as double-digit growth in employee health and pension benefits that now account for about 13% of the general fund budget. State aid, which typically accounts for about 24% of total revenues, is still below the levels the town received in fiscals 2001 and 2002.

Due to employment opportunities in and outside the town, unemployment has been historically below commonwealth and national levels; the town's 2005 unemployment rate is 3.9%, while the commonwealth and national rates were 4.7% and 5.2% respectively. Despite the town being nearly built out, Chelmsford's property tax base has experienced steady growth. Assessed valuation (AV) has been experiencing strong growth; AV grew by an average of 10% annually since 2002 to more than \$4.8 billion in fiscal 2006, which brought AV to a very high \$142,011 per capita. The property tax base is diverse. The 10 leading taxpayers account for just 4.1% of total AV. Wealth and income levels are high. Median household effective buying income is at 139% of the commonwealth's average and 174% of the nation's average.

The town's debt profile is moderate. The overall debt burden is a moderate \$3,495 per capital but a low 2.5% of market value. Debt service expenditures are manageable, and they accounted for 12% of total expenditures in fiscal 2005. Amortization of existing debt is rapid with 69% of principal being retired over 10 years. The town is rated AA, with a "negative outlook" by Standard & Poor's (municipal bond rating agency.)

The negative outlook was assigned in December 2005 based upon the town's draw down of reserves, which have reduced revenue flexibility. By assigning a negative outlook, the credit rating agency has officially put the town on notice that if reserve levels are not built back up in the near future, the overall credit rating will be reduced, resulting in increased borrowing costs.

The town has continued to maintain its solid financial position, despite the tough economic times it has faced. A solid financial position is the result of preparation and adherence to a five-year financial forecast and strategic plan. These plans address operating costs, debt, facility needs and financial reserves.

## *Assessing Division*

The Assessors Department would like to take this opportunity to welcome to the Board of Assessor two new members, Jack Duffett and Kevin Sullivan both Chelmsford residents. Jack is a CPA and former member of the Classification Committee and Kevin is an attorney with an office here in Chelmsford. They both have brought a fresh perspective and enthusiasm to the positions while also being able to draw from their professional experiences.

The Board is responsible for the full and fair market valuation of the approximate 13,900 real and personal property parcels within the community as of January 1<sup>st</sup> of the fiscal year. Valuations on single family homes increased 10% to 14% while condominiums rose slightly higher. It is the policy of the Assessors to annually review the valuations maintain accurate and current assessments. The tax rate for the fiscal year decreased to \$13.12 from the previous year of \$13.49.

The Department is responsible for the administration and abatement of the approximate 30,000 excise bills that are issued through several commitments annually by the RMV. In addition approximately five hundred applications for personal exemptions are submitted and processed to the Assessor's office.

The Board wishes to take this opportunity to thank the staff of the Assessor's office for all their hard work and dedication through the year. In particular, the Board of Assessors wishes to thank Elaine Myers, Elaine retired last year but came back to lend assistance. Thanks go to Nancy Maher, Elaine McBride, and Kathryn Bianchi, all of whom are invaluable.



# TOWN ADMINISTRATION



## Finance Department - Accounting

### Accounting & Audit

The Accounting Division is responsible for record keeping of all financial transactions of the Town; processing of all bills, warrants, receipts, payroll and ledgers; and supplies departments with financial reports and payroll information. The Accounting Division ensures the Town is in compliance with Generally Accepted Accounting Principals, Federal and State laws, and Town Meeting authorizations.

In accordance with Section 6-7 of the Town Charter, the Board of Selectmen annually designates an independent public accountant or firm of accountants to audit the books and accounts of the town as allowed by Massachusetts General Laws.

This annual audit requirement was completed in June 2006 for the Fiscal Year 2005 by R. E. Brown & Company, P. C. of Mendon, Massachusetts.

Presented here from the annual audit is the Balance Sheet for the Fiscal Year ended June 30, 2005. For a complete explanation of the Town's fund structure and how it differs from the "budgetary basis" presented above, readers may refer to Appendix C of the annual budget document.

In the coming year, the Finance Department will continue to promote the highest degree of public credibility and confidence in its operations by fostering fiscal accountability, efficiency, and integrity in all aspects of operations.

TOWN OF CHELMSFORD, MASSACHUSETTS							
Governmental Funds Balance Sheet as of June 30, 2005							
	General	School Construction	Sewer Construction	Sewer Betterments	Sewer Stabilization	Non-Major Govt Funds	TOTAL Govt Funds
<b>ASSETS</b>							
CASH & SHORT-TERM INVESTMENTS	\$ 35,402	\$ 7,530,994	\$ -	\$ 5,937,838	\$ -	\$ 1,290,793	\$ 14,795,027
INVESTMENTS	4,084,426				3,812,637	6,557,948	14,455,011
RECEIVABLES, NET UNCOLLECTIBLES:							
REAL ESTATE & PERSONAL PROP TAXES	388,727	-	-	-	-	-	388,727
TAX LIENS	629,560	-	-	-	-	-	629,560
MOTOR VEHICLE EXCISE TAXES	814,703	-	-	-	-	-	814,703
USER FEES	133,402	-	-	-	-	-	133,402
DEPARTMENTAL AND OTHER	3,154	-	-	-	-	1,798	4,952
INTERGOVERNMENTAL	4,171,365		213,725			1,899,692	6,284,782
SPECIAL ASSESSMENTS	-	-	-	3,201,565	-	-	3,201,565
DUE FROM OTHER FUNDS	-	-	-	2,280,419	-	-	2,280,419
OTHER ASSETS	357	-	-	-	-	-	357
<b>TOTAL ASSETS</b>	<b>\$ 10,261,096</b>	<b>\$ 7,530,994</b>	<b>\$ 213,725</b>	<b>\$ 11,419,822</b>	<b>\$ 3,812,637</b>	<b>\$ 9,750,231</b>	<b>\$ 42,988,505</b>
<b>LIABILITIES &amp; FUND BALANCES</b>							
WARRANTS PAYABLE	\$ 957,992	\$ 761,511	\$ 60,966	\$ -	\$ -	\$ 843,933	\$ 2,624,402
ACCRUED LIABILITIES	413,215	-	-	-	-	-	413,215
OTHER LIABILITIES	54,805	-	-	-	-	-	54,805
DUE TO OTHER FUNDS	-	-	2,280,419	-	-	-	2,280,419
DEFERRED REVENUES	6,140,911	-	-	3,201,565	-	1,588,372	10,930,848
NOTES PAYABLE	-	10,000,000	-	-	-	16,1000	10,161,000
<b>TOTAL LIABILITIES</b>	<b>7,566,923</b>	<b>10,761,511</b>	<b>2,341,385</b>	<b>3,201,565</b>	<b>-</b>	<b>2,593,305</b>	<b>26,464,689</b>
<b>FUND BALANCES:</b>							
RESERVED FOR:							
ENCUMBRANCES & CONT APPROPRIATIONS	809,433	-	-	-	-	-	809,433
PERPETUAL PERMANENT FUNDS	-	-	-	-	-	802,345	802,345
UNRESERVED:							
DESIGNATED SUBSEQUENT YR EXPENSES	587,559	-	-	-	-	-	587,559
UNDESIGNATED REPORTED IN:							
GENERAL FUND	1,297,811	-	-	-	-	-	1,297,811
SPECIAL REVENUE FUNDS	-	-	-	8,218,257	3,812,637	3,848,712	16,879,606
CAPITAL PROJECTS FUNDS	-	(3,230,517)	(2,127,660)	-	-	1,275,582	(4,082,595)
PERMANENT FUNDS	-	-	-	-	-	1,230,287	1,230,287
<b>TOTAL FUND BALANCES</b>	<b>2,694,173</b>	<b>(3,230,517)</b>	<b>(2,127,660)</b>	<b>8,218,257</b>	<b>3,812,637</b>	<b>7,156,926</b>	<b>16,523,816</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES:</b>	<b>\$10,261,096</b>	<b>\$ 7,530,994</b>	<b>\$ 213,725</b>	<b>\$11,419,822</b>	<b>\$ 3,812,637</b>	<b>\$9,750,231</b>	<b>\$ 42,988,505</b>



# TOWN ADMINISTRATION



## Town Clerk & Board of Registrars

**ELIZABETH L. DELANEY**  
TOWN CLERK

I thank my assistant, Raymonde Legrand and other staff members Bernadette Gilet, Mary Jane Comeau, for assisting this office through out the year. Also, all the election, census workers and the personnel of the DPW, Police and School for enabling the election process to run smoothly. There was only one election and it was held April 3, 2005 in which 3,640 voters participated.

The Annual Town Meeting began on April 25, 2005 and ran for two nights ending on April 28<sup>th</sup>. There was also a Special Town Meeting held within the annual on April 25<sup>th</sup>.



The Annual Town Meeting of October 17<sup>th</sup> was one session. Due to limited space and printing cost, copies of the minutes from any of these meetings and the election results are available in the Town Clerk's Office or by calling 978-250-5205 or emailing us at: [edelaney@townofchelmsford.us](mailto:edelaney@townofchelmsford.us).

### VITAL STATISTICS FY '06

BIRTHS.....	354
DEATHS.....	315
MARRIAGES.....	148
INTENTIONS.....	152
SPORTING LICENSES.....	456
DOG LICENSES.....	3,159
KENNEL LICENSES.....	5
POPULATION.....	33,833

### BOARD OF REGISTRARS

JUDITH A. OLSSON, CHAIRMAN  
MATTHEW G. DULCHINOS  
SHAUN F. SABER  
ELIZABETH L. DELANEY, EX OFFICIO

### VOTING STRENGTH AS OF DECEMBER 31, 2005 ENROLLED VOTERS

PRECINCT	1	2	3	4	5	6	7	8	9	TOTAL
DEMOCRATS	595	676	595	609	587	675	632	700	574	5,643
REPUBLICANS	395	311	298	319	357	380	409	375	402	3,246
UNENROLLED	1,419	1,267	1,450	1,347	1,496	1,533	1,637	1,486	1,547	13,182
LIBERTARIAN	10	22	17	16	16	18	10	10	15	134
INTER. 3RD PARTY	3	3	0	3	3	4	3	3	5	27
REFORM	0	0	0	0	0	0	0	2	1	3
GRN/RAINBOW	3	3	2	1	4	3	0	2	2	20
SOCIALIST	0	0	0	0	0	0	0	0	1	1
GREEN PARTY USA	0	3	0	1	2	0	1	0	2	9
CONSERVATIVE	0	1	0	0	0	0	0	0	1	2
AMERICAN INDEP.	0	1	0	2	0	2	0	0	0	5
<b>TOTAL</b>	<b>2,425</b>	<b>2,287</b>	<b>2,362</b>	<b>2,298</b>	<b>2,465</b>	<b>2,615</b>	<b>2,692</b>	<b>2,578</b>	<b>2,958</b>	<b>22,280</b>



# COMMUNITY DEVELOPMENT



## *Office of Community Development*

### ANDREW J. SHEEHAN, IACP COMMUNITY DEVELOPMENT DIRECTOR

Fiscal Year 2006 was a busy year in the Community Development Department. The three-person Department staffs the Planning Board, Conservation Commission, Zoning Board of Appeals, and Community Preservation Committee, as well as several temporary committees. The Department is also responsible for managing community and economic development projects, grant administration, coordinating improvements to conservation lands, and interfacing with residents, developers, and other municipal staff.

The Department continued to develop the Town's Geographic Information System (GIS). Working with a consultant, the Department is developing data layers for the GIS. These data layers comprise the graphical features of the GIS. Data include zoning, wetlands, floodplains, and aquifer protection areas. The photogrammetry layers show all the physical features in Town, including roads, sidewalks, utility poles, manhole covers, catch basins, waterways, buildings, and parking lots, as well as topography. The Town's GIS manager is Trillium Levine, who is also the Conservation Agent and Board of Appeals Administrator.

The Department provides project management for the Central Square Utility Conversion Project, in which all overhead utilities will be placed underground. This project was initiated in 1999 with the passage of a bylaw by Town Meeting. The Department works with the utility companies (Massachusetts Electric, Verizon, and Comcast) to coordinate the preparation of the construction plans, acquire easements from private property owners, and as a point of contact with residents, businesses, and others. Construction is expected to commence in calendar year 2007 and will last for several years.

The Department coordinates the local effort to construct the Bruce N. Freeman Bike Path. The Path will run from the Lowell/Chelmsford line, through the center of Chelmsford, roughly parallel to Route 27, through South Chelmsford Center, into Westford, and terminating at Route 225 at the Westford/Carlisle town line. The Massachusetts Highway Department, the project sponsor, is expected to bid the project and award a contract in 2007, with construction also expected to commence in 2007. The project has a two year construction schedule. Meantime, groups in Acton and Concord are working to extend the trail to the south. Eventually, it is hoped the trail will go all the way to Sudbury.

The Department provides primary staff support to the Board of Appeals for the review of affordable housing projects proposed under General Law c. 40B. These projects, in which the Board of Appeals can waive any local regulations for projects which set aside a portion of housing units as affordable (usually 20-25%), consume an enormous amount of staff and Board time. Community Development Staff reviews the projects for completeness, coordinates the review by other municipal departments, advises the Board, interfaces with the developers and residents, prepares the final decisions for the Board, and coordinates all elements leading to building permits, sale, and occupancy. Three 40B projects were approved in FY06, several projects moved into the construction and occupancy stages, and several more projects have begun the approval process.

The Department also staffed the Affordable Housing Implementation Committee. The Committee was created to implement the recommendations of the Affordable Housing Master Plan. The Affordable Housing Master Plan was prepared by the Affordable Housing Master Plan Committee and was approved by the State early in FY2006. The Affordable Housing Master Plan gives Chelmsford greater control in dealing with affordable housing projects proposed under Massachusetts G. L. c. 40B. Since the start of Fiscal Year 2002, 15 Chapter 40B projects have been submitted to the Town. Currently, another handful of projects are actively in the queue or are being seriously considered. As noted above, review of these projects takes a great deal of Community Development staff time. When a community reaches the State-mandated affordable housing production goals it can get a respite from further 40B projects.

Community Development Department staff includes Andrew Sheehan, Community Development Director, Trillium Levine, Conservation Agent & GIS Manager, and Janet Murphy, Community Development Principal Clerk.







## Planning Board

The Planning Board is responsible for insuring that the development of land in Chelmsford meets the criteria set forth in State and local land use regulations. The process involves the review of lot divisions, definitive and preliminary subdivisions, site plans, and special permits. The Planning Board strives to maintain the character of Chelmsford and enforce the provisions of the 1997 Master Plan.

In FY06, the Planning Board reviewed a number of applications, including significant public projects including additions and renovations to Chelmsford High School, the McCarthy and Parker Middle Schools, and the construction of a water treatment plant for the Chelmsford Water District. The Board also considered site plan reviews for numerous commercial and industrial projects.

Members Pamela Armstrong and Robert Joyce were both reelected to the Planning Board as Regular Members. Alternate Member George Zaharoolis was elected Regular Member, and Richard Johnson was elected Alternate Member. Long-time member James Good retired after almost two decades on the Board. He served as Chairman from April 2005 to April 2006. Charles Wojtas was elected Chairman for the 2006-07 term. In August 2005 Janet Murphy became the Planning Board Administrator in the Office of Community Development.

The Board also provided several members to the Affordable Housing Implementation Committee. The Committee is charged with implementing the recommendations of the Affordable Housing Plan that was approved by the State early in FY2006. The Committee's work will continue into FY2007. The Board also drafted several zoning amendments that will be brought to Town Meeting during FY2007.



*Planning Board Members, Top L-R: Robert Joyce, Robert Morse, George Zaharoolis, Alternate Richard Johnson, Pamela Armstrong, Bottom: Vice Chair Susan Carter Sullivan, Chairman Charles Wojtas, Clerk Ann McGuigan*

### Members & Officers

JAMES GOOD, CHAIR 2005-06

CHARLES WOJTAS,  
CHAIR 2006-07, VICE CHAIR 2004-05

PAMELA ARMSTRONG, CLERK, 2005-06

SUSAN CARTER SULLIVAN  
VICE CHAIR 2005-06, 2006-07

ANN MCGUIGAN, CLERK 2006-07

ROBERT MORSE

ROBERT JOYCE

GEORGE ZAHAROOIS

RICHARD JOHNSON, ALTERNATE

STAFF:

ANDREW SHEEHAN  
COMMUNITY DEVELOPMENT DIRECTOR

JAMES PEARSON, TOWN ENGINEER

JANET MURPHY, RECORDING SECRETARY

### PROJECT REVIEWS

SITE PLANS.....	9
MINOR SITE PLANS.....	5
APPROVAL NOT REQUIRED PLANS.....	14
DEFINITIVE SUBDIVISIONS (4 LOTS CREATED).....	3
PAPER STREET CONSTRUCTION PROJECT.....	1





## Conservation Commission

The Conservation Commission continued to make progress in the area of land management. The Lime Quarry parking lot on Littleton Road was reconstructed and landscaped through a contribution from Emanouil Brothers Landscaping and an appropriation from the Community Preservation Fund. Work also commenced on the parking lot and trail improvements at Red Wing Farm on Maple Road, thanks to a Community Preservation Fund appropriation and a contribution of labor and materials from Commission member Brian Reidy.

Two Eagle Scout candidates completed projects on Conservation Lands in FY2006. Jeremy Williams completed a trail project at the George B. B. Wright Reservation. Jeremy's project consisted of rebuilding bridges and widening and improving an existing trail from the main parking lot on Parker Road. This project ties into projects done in recent years by other Eagle Scouts and will facilitate the further extension of trails in the Reservation. Sam Morse received permission to construct a canoe launch on Mill Pond at the Janet Road entrance to Thanksgiving Forest. Construction is scheduled for the summer of 2006. Sam's project included procuring environmental permits for the project, as it was located within a wetland resource area.

Resident Phil Stanway founded a new citizen volunteer group called Chelmsford Open Space Stewards. This volunteer group has grown steadily since its inception and provides labor, ideas, and presence on conservation lands that is invaluable and which Town resources cannot provide. With Commission oversight and guidance, the group undertook several trail maintenance and repair projects and general clean-up on various Conservation properties, including Thanksgiving Forest, Lime Quarry Reservation, George B.B. Wright Reservation, and Crooked Spring Reservation. The group also created and maintains a website. The group has provided a significant benefit to the Town in a short period of time, and will continue its work in cooperation with the Commission for the foreseeable future.

Work on an expanded Conservation website continues, which will include maps developed by Mr. Stanway's group and GIS Manager Trillium Levine, history and other information on Commission properties.

As has historically been the case, the majority of the Conservation Commission's time was devoted to wetlands protection. The Commission reviewed a total of 73 permit applications under the Massachusetts Wetlands Protection Act and Chelmsford Wetlands Bylaw. Of these applications, 24 were Notices of Intent, 47 were Requests for Determination of Applicability and 1 was an Abbreviated Notice of Resource Area Delineation. The Commission also denied issuance of one Order of Conditions. The Commission also continues to monitor construction projects.

### Members & Officers

DAVID MCLACHLAN, CHAIRMAN  
BRIAN REIDY, VICE CHAIRMAN  
WILLIAM R. (BOB) GREENWOOD  
WILLIAM VINES  
CAROLINE HAMPTON  
TONY OMOBONO  
RUTH LUNA  
STAFF:  
TRILLIUM LEVINE  
CONSERVATION OFFICER

### WETLANDS PERMITS FY'06

REQUESTS FOR DETERMINATION.....	47
NOTICES OF INTENT.....	24
ABBREVIATED NOTICES.....	1
DENIALS.....	1
TOTAL.....	73

Photograph by Lee Fortier [leefortier@comcast.net](mailto:leefortier@comcast.net)







## Community Preservation Committee

The Community Preservation Act (CPA) provides a source of funding for Open Space Preservation, Historic Preservation and Affordable Housing. Funding is created through a ½ % surcharge on the property tax, after a \$100,000 property tax deduction. To date, every dollar collected in Community Preservation surcharge has been matched by the State.

Fiscal Year 2006 has been a productive year for the Community Preservation Committee (CPC). Several projects have been progressing with the use of CPC funding. The Lime Quarry Parking Lot has seen much improvement including a landscaped island ringed with granite curbing.

The Hill Jock House, owned by the Garrison House Association, is being restored in part with \$50,000 of CPC funding. The 350th Anniversary celebration included a public tour of the historic house.

The Committee is also studying improvements at Varney Park, located on Freeman Lake. Varney Park contains a historic Works Progress Administration (WPA) era field house, which will be restored through the use of Historic Preservation funds. Playing fields will be improved through the use of the Open Space funds, of which recreational improvements are an allowed use under CPA.

Applications for Community Preservation Act funding for Historic Preservation, Affordable Housing, and Open Space and Recreation is available in the Community Development Department by calling Andrew Sheehan at 978-250-5231 or email: [asheehan@townofchelmsford.us](mailto:asheehan@townofchelmsford.us).

*Varney Park Field House- Courtesy of the Community Preservation Committee*



*Photograph of the Hill Jock House by Fred Merriam*



### COMMUNITY PRESERVATION COMMITTEE

CHAIRMAN ROBERT MORSE, PLANNING BOARD  
CO-CHAIRMAN MICHAEL MCCALL, BOARD OF SELECTMEN  
DAVID HEDISON, HOUSING AUTHORITY APPOINTEE  
RUTH LUNA, CONSERVATION COMMISSION  
REBECCA MARKEY, CITIZEN APPOINTEE  
DONNA NEWCOMB, CITIZEN APPOINTEE  
JAMES PEARSON, DEPARTMENT OF PUBLIC WORKS,  
LINDA PRESCOTT, CLERK-HISTORIC COMMISSION  
ANDREW SHEEHAN, COMMUNITY DEVELOPMENT

## Board of Appeals

The Board of Appeals hears petitions for variances, Special Permits, Comprehensive Permits, and appeals of the Building Inspector's rulings. The Board in FY06 granted 15 variances and 7 Special Permits; and denied 2 variances.

As has been the case over the past several years, much of the Board's time and energy was focused on Comprehensive Permit applications filed under Chapter 40B. Three Comprehensive Permit projects were approved during the fiscal year. Monitoring continued on several other Comprehensive Permit projects under construction. The Board continues to follow the progress of litigation involving two that were appealed to the courts and the Board opened hearings on several other Comprehensive Permit projects.

Ronald Paré, who had served on the Board for nearly twenty years, left the Board and was replaced by Len Richards who had served as an alternate for several years. The rest of the Board includes Chairman John Blake, Vice Chairman Eileen Duffy, John Coppinger, Len Richards, William Gilet, and Alternate members Joel Luna, Jim Begley, and Judy Tavano.



# PUBLIC EDUCATION



## Chelmsford Public Schools

**RICHARD H. MOSER, PH.D.**  
**SUPERINTENDENT OF SCHOOLS**

The membership of the Chelmsford School Committee in April of 2006 included Mrs. Evelyn Thoren, Chair; Mr. Tom Mills, Vice Chair; Mrs. Kathy Duffett, Secretary; Mr. Angelo Taranto, Member at Large; Mr. Kevin Porter, Member at Large; and Mark Omobono, Student Representative. Central Administration for the Chelmsford School Department included Dr. Richard Moser, Superintendent of Schools; Dr. Karen Mazza, Assistant Superintendent of Curriculum & Instruction; Mr. Robert Cruickshank, Business Manager; Mrs. Dory Toppan, Director of Personnel; and Mr. Bruce Forster, Director of Educational Technology and Information Services.

The most salient issue for 2005 was again a continued focus on the secondary schools facilities project. The Building Committee continued their work in facilitating building improvements at Parker Middle School, McCarthy Middle School and Chelmsford High School. Construction began during the last months of the 2005-06 school year, with most of the major work being accomplished during the summer months. The Building Committee, headed by Mr. Pat Maloney, has been very proud of the fact that all projects have been on time and under budget. Congratulations on a job well done!

A related issue has been the relocation of Central Administration to the old Police Station on North Road. The existing facility was renovated, and an addition was built to add a suite of offices and a conference room. The facility is an example of how an older building can be remodeled to meet current needs. It is expected that the new conference room will be televising school committee beginning in November 2006.



*School Committee: Top L-R: Kevin Porter, Student Representative Mark Omobono, Angelo J. Taranto, Superintendent Richard H. Moser, Ph.D. Bottom LOR: Katherine Duffett, Evelyn S. Thoren, Thomas E. Mills. Not pictured is Christina H. Walsh*

The numbers indicate that our school system is losing enrollment for the first time since 1980's. The implications for declining enrollment are significant. First, a loss of enrollment will have an impact on Chapter 70 reimbursements, i.e. fewer students translate into fewer dollars. Second, continuing decline in enrollments may have an impact on consolidation of elementary schools from five into four in the years ahead.

A final issue worthy of attention includes the status of our current and future budgets. A parent group, The Initiative for Local Aid, was very successful in working with our State legislators in an effort to increase our Chapter 70 monies. The end results was an increase of \$563,000 projected FY 07. While the increase is much appreciated, substantive more dollars will be required to meet our educational needs in the years ahead. The School Department budget will continue to be a major focus for FY 07 and beyond.

The Chelmsford School Committee continues to commit to the mission our school system....."to cultivate the development of students into self-confident, lifelong learners and responsible citizens who possess personal integrity and the ability to succeed in a global society." The Chelmsford School Committee welcomes input from our community on school programs and looks forward to a positive future for our school district.

### ENROLLMENT

SCHOOL	FY05 ACTUAL	FY06 ACTUAL	FY07 PROJECTED
ELEMENTARY	2,178	2,168	2,121
MIDDLE	1,769	1,708	1,686
HIGH SCHOOL	1,754	1,756	1,728
TOTAL	5,701	5,632	5,535





## Nashoba Valley Technical High School

JUDITH L. KLIMKIEWICZ, PH.D.  
NASHOBA SUPERINTENDENT



Nashoba Valley Technical High School is a regional technical high school established in 1969 to serve high school-aged students grades 9–12. Our mission is to provide the highest quality academic and technical education possible to prepare our students for college and career paths leading to success in an ever changing technological world.

Nashoba has earned an impressive reputation for producing community leaders as well as providing community service. With an enrollment of approximately 600 students from seven communities, Nashoba Valley Technical High School offers career preparation in 16 technical programs including-but not limited to – Pre-Engineering, Electronics/Robotics, Dental Assisting, Cosmetology, and TV Media Production/Theatre Arts.

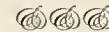
**Special Academic Programs:** Honors and college preparatory courses are available in all core subjects. Foreign language and additional educational courses are offered for all four years for all interested students.

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

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

**Continuing & Community Education:** Approximately 700 adult students a year attend the Continuing Community Education Program in late afternoon and evenings at Nashoba.

**Community Service Projects:** Nashoba is unique in its approach to community service and its relationship to its district communities. Students are expected to go out with their instructors to district towns to work on community service projects. Rather than building a single home for one individual per year, the students perform necessary projects for the district towns. The Community Service Program educates students in a real world setting, allows the towns the benefit of viewing Nashoba students at work and completing a major work project without expending limited resources for capital improvement.



### INITIATIVE FOR LOCAL AID



Chelmsford's "Initiative for Local Aid" organized a Chapter 70 Local Aid Lobby Day at the Massachusetts State House in Spring 2006. The grassroots group was organized by citizen activists and included the participation of Chelmsford's Town Officials, the Board of Selectmen and School Committee. Photographs by Pamela Armstrong.







## Police Department

**JAMES F. MURPHY**  
CHIEF OF POLICE

I herein respectfully submit for your information and review the Annual Report of the Police Department for FY2006. At the present time, the Department is made up of 50 permanent Officers. I would like to acknowledge the following achievements and promotions that occurred in the Department:

I, **James F. Murphy**, was appointed to the position of Police Chief effective March 1, 2006. Starting as a Patrol Officer in 1983, and proudly working my way through the ranks, I served as Patrol Officer, Detective, Sergeant, Lieutenant and Deputy Chief before my appointment as Police Chief.

**James M. Spinney, Jr.** was promoted to the position of Lieutenant with the department. Lt. Spinney started with the department in 1994 after a short tenure as Police Officer in New Hampshire.

**Scott R. Ubele** was promoted to the position of Deputy Chief. Deputy Chief Ubele started with the department in 1985 and has worked his way through the ranks.

The Police Department established a nationally recognized chapter of P.A.L., a Police Athletics & Activities League. The goal of P.A.L. is to provide opportunities for youths to participate in sports and activities in a safe, well supervised environment, while developing confidence, self-esteem and a trusting and lasting relationship with Police Officers.

### MISSION STATEMENT

*We, the Chelmsford Police Department, in partnership with our community are committed to maintaining the peace, protecting life and property, and providing professional law enforcement and crime prevention services.*

*We accept the challenge of reducing the fear of crime by the prevention of criminal activity. We shall provide these services with compassion, dignity, and proficiency within the framework of the United States Constitution.*

*To enhance the quality of life for all citizens, we will cooperate with other agencies and groups to resolve community concerns.*

*To fulfill our mission, the Chelmsford Police Department will provide a supportive work environment that fosters the professional development of its members.*

*Service will be our commitment...*

*Honor and Integrity our mandate.*



### Grants:

The Police Department received the following Grants in Fiscal Year 2006:

- Byrne Regional Drug Investigation Grant: \$7,000
- State Community Policing Grant: \$36,000
- State Highway Safety Traffic Grant: \$12,000
- Homeland Security Equipment: \$9,000

### Appointments:

Kim Sandberg was appointed as a Public Safety Dispatcher on March 30, 2006.

### Retirements :

The police department announces the retirement of the following personnel:

- Inspector James Finnegan retired on July 14, 2005 after 24 years of service;
- Deputy Chief Francis X. Roark retired on August 16, 2005 after 27 years of service;
- Dispatcher Michael Pearse retired after 3 years of service;
- Chief Raymond G. McCusker retired on February 28, 2006 after 32 years of service

I would like to express my sincere appreciation to the Town Manager, the Board of Selectmen, and all sworn officials, departments and committees for the excellent cooperation given to the Police Department. I would also like to congratulate both sworn and non-sworn personnel of this Department for outstanding performance of duty.

Respectfully Submitted,  
Chief James F. Murphy



# PUBLIC SAFETY

## *Police Department*



### CHIEF OF POLICE

JAMES F. MURPHY

### DEPUTY CHIEF

SCOTT UBELE

### LIEUTENANTS

DANIEL J. AHERN

JOHN A. ROARK

EDWARD F. SMITH

JAMES M. SPINNEY JR.

### SERGEANTS

TODD D. AHERN

PAUL E. COOPER

PHILIP R. DUBE

RONALD GAMACHE

EDWARD F. QUINN

E. MICHAEL ROONEY

### INSPECTORS

#### BUREAU OF INVESTIGATIVE SERVICES

GAIL F. BEAUDOIN

JEFFREY A. BLODGETT

GARY A. HANNAGAN

GEORGE A. TYROS

CRAIG E. WALSH

#### JUVENILE OFFICER

KENNETH R. DUANE

#### DOMESTIC VIOLENCE OFFICER

REBECCA A. TYROS

#### CRIME PREVENTION OFFICER

JENNIFER L. BELLISSIMO

#### DEPARTMENT CRIMINAL PROSECUTOR

LOWELL DISTRICT COURT

LIEUTENANT COLIN C. SPENCE

### TRAFFIC DIVISION

#### COMMUNITY RESPONSE UNIT

MOTORCYCLE UNIT

SGT. FRANCIS KELLY

DAVID R. TINE

STEPHEN M. FREDERICKS

DAVID M. LEO, K-9

PAUL E. RICHARDSON

### PATROL OFFICERS

JEFFREY J. BERNIER

TIMOTHY B. ROURKE

JOSEPH P. CROWLEY

BRUCE A. DARWIN

STEVEN J. DOOLE

JOHN R. GOFFIN

FRANCIS J. GOODE, JR.

JASON P. HANSCOM

ANDREW N. LOPILATO

DAVID F. MACKENZIE

JOHN J. MCGEOWN

PETER C. MCGEOWN

BRIAN F. MULLEN

ROBERT J. MURPHY, JR.

DANIEL T. REID, JR.

BRIAN R. RICHARD

ANTHONY SPINAZOLA

DANIEL J. SULLIVAN

SEAN F. SWIFT

JONATHAN P. TAYS

FRANCIS P. TEEHAN

GARY R. WHITE

CHRISTOPHER D. ZAHER

### FULL TIME CIVILIAN DISPATCHERS

KATHLEEN A. BENNETT

DAVID J. DEFREITAS

RICHARD A. DEMERS

TIMOTHY A. GOODE

JASON M. POOR

KEVIN R. PROULX

KIM SANDBERG

CHRISTIAN W. SEMINATORE

WILLIAM H. VAUGHN

### DEPARTMENTAL ASSISTANT

MARY JANE GRANT

### PRINCIPAL CLERKS

DONNA A. FOX

SANDRA A. HALL

DIANE M. MORGAN

### MAINTENANCE MECHANICS

NORBERTO MELENDEZ

FRANKLYN R. FADER



# PUBLIC SAFETY



## Auxiliary Police

### SERGEANT FRANCIS P. KELLY AUXILIARY POLICE

For the year 2006, the Auxiliary Police Unit assisted the regular force at numerous motor vehicle accidents scenes and other traffic control incidents. Two particular events, the July 350<sup>th</sup> Celebrations Parade, and the May 2006 flooding incident required numerous Auxiliary Officers to assist. Overall the Auxiliary Police Unit donated 9,805 hours at various assigned duties and events. I would like to thank all members of the Auxiliary Unit for their great efforts, commitment and hours of service to the Citizens of Chelmsford over the past year.

#### AUXILIARY STATISTICS

HOUSE CHECKS.....	320
SCHOOL PROPERTY CHECKS.....	2,000
TOWN PROPERTY CHECKS.....	3,110
TOTAL PROPERTY CHECKS.....	5,430

## Animal Control

### ERIK E. MERRILL ANIMAL CONTROL OFFICER

Longtime Animal Control Officer Franklin E. Warren retired in February after 20 years of service to the Town.

Erik E. Merrill was appointed as full time Animal Control Officer as Frank's replacement.

The Animal Control Officer responds to a variety of animal and wildlife calls throughout the community. Those calls involving public safety or public welfare will be addressed by the Animal Control Officer. The Animal Control Officer reminds a resident that calls such as removal of animals from chimneys, under porches, or inside attics must be handled by a private pest control service.

The Animal Control Officer reminds all pet owners that it is their responsibility to insure that their pets are properly vaccinated and licensed. Also, all dogs must be leashed or under your control at all times, and all waste must be picked up from all public and private property.

I would like to thank the Town Manager, Board of Selectmen, Police Department and all other town departments for their support and assistance over the last year.

#### POLICE DEPARTMENT RECEIPTS

PERMITS, FINES, AND FEES.....	\$31,668.81
LOWELL DISTRICT COURT REVENUES.....	\$13,220
RMV DISBURSEMENTS.....	\$216,527
TOTAL.....	\$261,416

#### MISCELLANEOUS STATISTICS

CALLS ANSWERED BY CRUISERS.....	24,629
SUMMONS SERVED.....	370
ACCIDENTS REPORTED.....	1,138
FATAL ACCIDENTS.....	1
PERSONAL INJURY ACCIDENTS.....	147
CITATIONS ISSUED.....	4,135
PARKING VIOLATIONS ISSUED.....	190
RESTRAINING ORDERS SERVED.....	85
PROTECTIVE CUSTODY.....	19
ALARM CALLS RESPONDED TO BY CRUISERS.....	1,441
MEDICAL CALLS.....	2,206
SUSPICIOUS ACTIVITY CALLS.....	1,367
DISTURBANCE CALLS.....	838
DOMESTIC CALLS.....	385
O.U.I.....	61

#### BREAKDOWN OF ARRESTS

ADULT ARRESTS.....	470
JUVENILE ARRESTS.....	38
TOTAL.....	508

#### DISPOSITION OF CASES

NO FINDING.....	3
TO BE DISMISSED.....	160
NOLLE PROSECUTION.....	12
FILED WITHOUT CHANGE OF PLEA.....	45
CONTINUED AT HEARING/DISMISSED.....	119
DISMISSED/VICTIM'S REQUEST.....	10
FORWARDED TO SUPERIOR COURT.....	1
CASE CLOSED.....	1
CONTINUED.....	10
DISMISSED.....	370
DEFAULT.....	18
GUILTY.....	403
NO DISPOSITION NEEDED.....	250
PRE-TRIAL PROBATION.....	67
REQUEST DENIED.....	33
RESPONSIBLE/FILED.....	308
NOT RESPONSIBLE.....	9
NOT GUILTY.....	13
PLACED IN ASAP.....	1
NO COMPLAINT TO ISSUE.....	7
CONTINUED WITHOUT A FINDING.....	317
TOTAL FINDINGS.....	2,157

#### ANIMAL CONTROL STATISTICS

CALLS FOR SERVICE.....	734
DOGS LICENSED IN FY06.....	3,094
ANIMALS PICKED UP AND TAKEN TO POUND.....	29
ANIMALS RETURNED TO OWNERS.....	21
ANIMALS ADOPTED AFTER 10 DAYS.....	5
ANIMALS TAKEN TO LOWELL HUMANE SOCIETY.....	3
ROAD KILLS DISPOSED AT LOWELL HUMANE SOCIETY.....	161
ANIMAL BITE REPORTS.....	13
CITATIONS ISSUED.....	28
VALUE OF CITATION FINES.....	\$1,150
OTHER FUNDS COLLECTED.....	\$580





## Fire Department

**JOHN E. PAROW**  
FIRE CHIEF

Fiscal year 2006 proved to be a very busy year for the Chelmsford Fire Department. Total emergency calls for the year were 4,199. Medical emergency calls accounted for over half the calls at 2,539 and one again increased. Actual fire calls increased this year over 2005. The concern of terrorism has forced the department to prepare itself as the first line of defense against incidents of this type. Specialized equipment has been purchased and put into service. In addition, anti-terrorism training has been conducted for all department members and a terrorism annex has been added to the Town's emergency plan.

The department was honored this year when six of its members were recognized by Governor Romney for their heroic actions at the annual Fire Fighter of the Year award held at Faneuil Hall in Boston. Captain Durkin, Fire Fighters Don Peterson, Gary Ryan, Bill Bennett and Mike Young were recognized as "Fire Fighter of the Year" for their life saving actions and rescue of a trapped victim in a burning vehicle. Fire Fighter John Kivlan was awarded an individual award for fire "Fighter of the Year" for his rescue of a 96 year old women trapped in an apartment fire. Their dedication and commitment to the citizens of Chelmsford is quite apparent and transcends throughout the department. I thank them for their actions and congratulate them on the recognition.

A new trench rescue trailer was put into service this past year and will offer the department greater ability to rescue those involved in a trench collapse. Trench collapses in the Town are a daily possibility with the ongoing sewer project. Department members designed and built most of the equipment needed for the trailer, reducing the overall cost of the project. A special thanks goes out to each of them.



Structural problems have been identified with the apparatus floor at the Center Fire Station over the past few years. Last year work was completed to stabilize it. Although the floor has been stabilized this is only a temporary fix buying us two to three years. Options need to be explored to replace or completely rebuild the out dated and aging station. Because of fiscal problem this project has been put on the back burner but, will need to be revisited in the coming year.

Over the past few years the fire department staffing has been reduced by four fire fighters and one secretarial position. Although we do understand the fiscal restraints associated with the town budget the cut backs make it very difficult for the department to meet its mission of protecting life and property. It is our hope that when the financial picture brightens, these positions will be restored.

I would like to thank all members of the department, my staff, the Town Manager, and the Board of Selectmen for their support over the past year.



### CALLS IN FISCAL YEAR 2006:

AUTO FIRE.....	31
BUILDING FIRE.....	50
OUTSIDE FIRE.....	116
MUTUAL AID.....	21
INVESTIGATION.....	877
SERVICE.....	565
FALSE ALARM.....	0
MEDICAL AID.....	2,539
TOTAL FY06.....	4,199



# PUBLIC SAFETY



## Fire Department Operations

**FIRE CHIEF**

JOHN E. PAROW

**DEPUTY CHIEFS**

JAMES SOUSA  
MICHAEL CURRAN

**CAPTAINS**

JAMES BOERMEESTER  
RICHARD MILLER  
JAMES DURKIN  
RICK RIVARD  
MICHAEL DONOGHUE

**FIREFIGHTERS**

WILLIAM AMUNDSON  
WILLIAM BACON  
WILLIAM BENNETT  
EDWARD BOISSEAU  
CHRISTOPHER BROTHERS  
MICHAEL BROTHERS  
THOMAS BROTHERS  
WILLIAM CAMPBELL  
JEFFREY CANCELLA  
JACK CARROLL  
MICHAEL CHIASSON  
KEVIN CLARKE  
F. MARK CONLIN

**FIREFIGHTERS**

DANIEL COREY  
BRUCE DONOVAN  
MICHAEL DUCHARME  
JESSE FOSTER  
DANIEL FUNARO  
ROBERT GARDNER  
DAVID HADLEY  
HENRY HOULE  
WILLIAM KEOHANE  
JOHN KIVLAN  
DANIAL KOUTSOUFIS  
CYNTHIA LECZYNSKI  
DAVID LEFEBVRE

**FIREFIGHTERS**

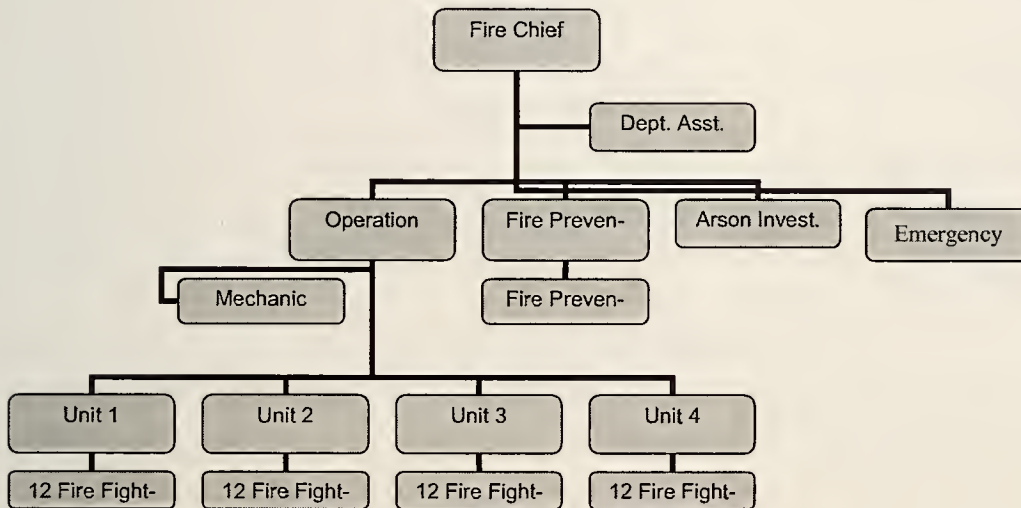
MICHAEL MAHER  
DANIEL MANLEY  
LEO MANLEY  
LESLIE MERRILL  
JASON MOODY  
MICHAEL NELSON  
KEVIN O'BRIEN  
CASEY PHELAN  
MARC PARE  
DONNIE PETERSON  
JOHN REID  
MICHAEL RIDLON  
JOHN ROBINSON  
GARY RYAN  
GEORGE RYAN  
WM. SCHELLBACH  
TIMOTHY SHANAHAN  
KEVIN SHEEHY  
BRIAN STANTON  
DANIEL UBELE  
MICHAEL YOUNG

**DEPARTMENT ASSISTANT**

MARTHA DESAULNIER

**MECHANIC**

JAMES KEELEY, SR.



### ANNUAL CALL VOLUME

YEAR:	AUTO	BUILDING	OUTSIDE	MUTUAL AID	INVESTIGATION	SERVICE	FALSE ALARM	MEDICAL AID	TOTALS
1997	67	66	74	14	973	1441	3	1609	4247
1998	56	36	97	17	808	1406	0	1724	4144
1999	50	53	113	15	780	1399	2	1841	4253
2000	47	40	127	23	842	1361	0	1975	4415
2001	37	39	81	22	903	1364	0	2134	4580
2002	36	53	118	24	1087	1434	2	2246	5000
2003	31	44	80	12	855	1231	0	2318	4571
2004	38	71	77	18	853	1135	0	2420	4612
2005	41	59	66	23	809	955	1	2324	4278
2006	31	50	116	21	877	565	0	2539	4199



# PUBLIC SAFETY



## Building Department

**ANTHONY ZAGZOUG,  
INSPECTOR OF BUILDINGS**

The Inspections Department was very active in FY 2006 enforcing state building codes and local zoning regulations.

I would like to thank my staff for their hard work in maintaining timely and professional service.

Department Personnel include:

- Anthony F. Zagzoug, Inspector of Buildings
- Scott D. Hammond, Local Inspector
- Kenneth W. Kleynen, Plumbing & Gas Inspector
- Dennis P. Kane, Wiring Inspector
- Amy Baron, Departmental Assistant

The attached charts show breakdowns of new construction permits this year.

In addition to the fees above, the total fees collected for sign permits, yards sales, and Certificates of Inspection amounted to \$7,645.

The Department would like to thank Denise Cote for her five years of dedicated service and wish her well in her new career. With that, the Department welcomes Amy Baron as the new Departmental Assistant.

I would also like to thank the personnel of other Town Departments for their cooperation, support, and assistance throughout the year.



PERMIT FEES		
TYPE OF PERMIT	NO. ISSUED	TOTAL FEES
BUILDING	992	\$701,192.68
WIRING	833	\$75,754.11
PLUMBING & GAS	1395	\$60,802.00
<b>TOTALS</b>	<b>3220</b>	<b>\$837,748.79</b>

NEW CONSTRUCTION PERMITS	
SINGLE FAMILY DWELLINGS.....	47
TWO FAMILY DWELLINGS.....	0
MULTIFAMILY DWELLINGS (108 UNITS TOTAL).....	4
INSTITUTIONAL.....	0
MUNICIPAL.....	0
COMMERCIAL.....	1
INDUSTRIAL.....	0
AGRICULTURAL.....	0
<b>TOTAL: .....</b>	<b>52</b>





# PUBLIC WORKS



## Department of Public Works

JAMES PEARSON, TOWN ENGINEER  
PUBLIC WORKS DIRECTOR

### Engineering Division

The Engineering Division provides technical support to the Planning Board, Conservation Commission, Town Manager, Board of Selectmen, Assessors Department, Town Clerk and Sewer Commission. Additionally, the engineers design several projects for construction by the Highway Division such as sidewalk improvements, drainage repairs and upgrades and park improvements.

The engineers provided layout, grades, technical assistance, and inspections for the following projects:

- Traffic signal construction at Golden Cove Rd and Billerica Road
- Stedman Street sidewalks (Clinton Ave to Smith Street)
- Paving at Scientia Drive and Elizabeth Drive
- Roadway reconstruction on Dunstable Road/Groton Road
- Sidewalk repairs on Sanford Road
- Drainage repairs Hunt Road/High Street areas
- Construction of the secondary access to Chelmsford High School

The engineers provided site plan reviews and/or inspections on the following projects:

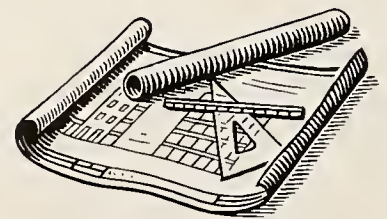
- Center Water District treatment plant off Crooked Spring Road
- Parker School and McCarthy School additions



- Chelmsford High School renovations
- Moore's Lumber on Boston Road
- Church of Christ on North Road
- Applebee's on Drum Hill Road
- Joyce Office Park on Jean Ave
- 101 Brick Kiln Road
- 282 Mill Road
- Hawthorne Place on Littleton Road
- Technical assistance on various 40B projects

The engineers also provided subdivision reviews and/or inspections on the following projects:

- Talbot Estates
- Park Place
- Lady Slipper Lane
- Holly Drive
- Buttercup Lane
- Woodlot Lane
- Clara Way
- Alexandria Way
- Taylor Lane
- Evan's Way
- Morning Glory Circle
- Daisy Meadows
- Garrison Meadows



The staff also assists residents with particular requests on an as-needed basis (i.e., providing maps, drainage expertise, and performing tree inspections).

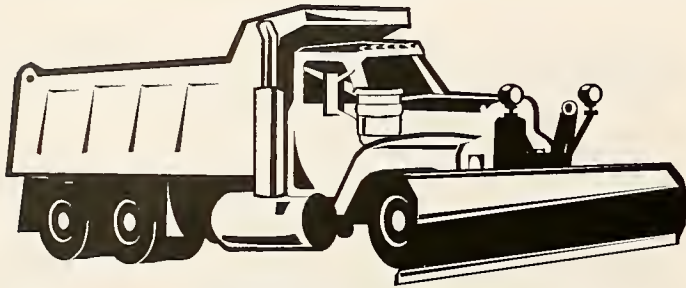
The office staff processes all expenditures, payroll and oversees the monthly budget for the Engineering, Sewer, Public Buildings and Parks Divisions.



# PUBLIC WORKS



## Department of Public Works



### Highway Division

The Highway Division maintains and improves all the streets, culverts, catch basins and manholes, street signs, traffic signs and traffic signals for approximately 230 miles of roadway. Additionally, the Highway Division clears the streets and public lots of snow and ice.

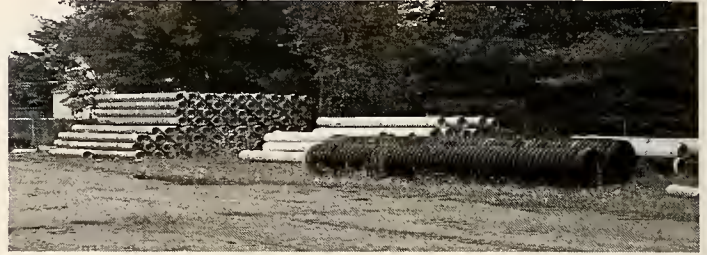
The Highway Division ground and resurfaced the road at the intersection of Golden Cove Road, Turnpike Road and Billerica Road. New traffic signals were installed at this location when construction was complete.

The following streets were repaved: Adams Avenue; Ansie Road; Boston Road to the Library; Jessie Road; North Road (from Academy Street to Rte. 129); and Wood Street.

New drainage was installed on Buckman Drive and Larssen Circle. Drainage was improved with a culvert installation on Mill Road. Drainage was upgraded on Alpine Lane, Elizabeth Drive, Golden Cove Road and Scientia Drive.

Sidewalks were constructed on Steadman Street (from Clinton Avenue to the Rte. 3 bridge) and Golden Cove Road (from Carter Drive to the Rte. 495 bridge).

The office staff maintains all financial records needed for the reporting, tracking, and payment of all vouchers connected with the highway budgets – including General Expenses, Salaries, Snow and Ice, Massachusetts Chapter 90 Funding (road construction or repair), Street Lighting and Capital Expenditures.



### Sewer Division

The Sewer Division continued to expand this year with the addition of approximately 143 new sewer connections, bringing the total of on-line sewer users to 10,076. Major work items this year include:

- SCADA remote monitoring installation;
- Generator upgrade at Miland Pump Station;
- Moved the Sewer Operations office from the old Police Station to a temporary location on Kidder Road; and
- Pump rebuilds for six pump stations.

The office staff handles all sewer betterments, sewer billing, phone inquiries, complaints, correspondence and clerical support to the Sewer Commission as needed.



### Public Buildings Division

The Public Buildings Division staff maintains the Town Hall and the Old Town Hall. Typical duties include furniture and mechanical repair, repair of ceilings, walls, and woodwork. General “handy work” around the various buildings may include trash removal, cleaning, and painting and snow removal during the winter months. The Public Building staff is also involved in numerous projects and special events throughout the year, including Winterfest; Student Government Day; Recycling Drop-Off; Friends-of-the-Library Book Sale; and the Fourth of July Celebration.



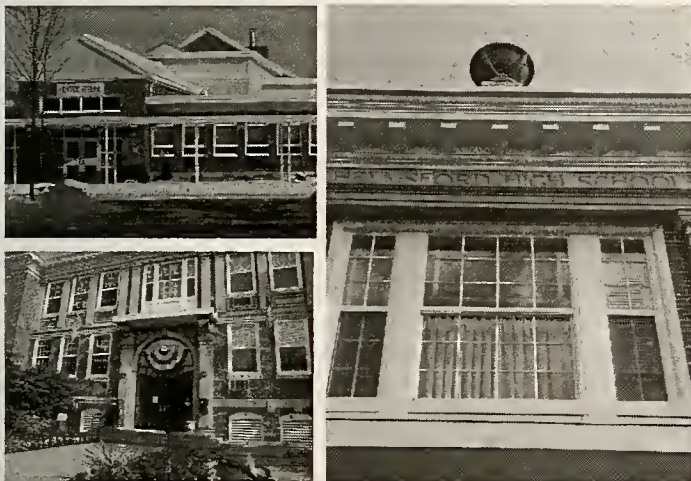


## Public Facilities

### Public Works Parks Division

The Parks Division maintains all traffic islands and commons in town. The grounds are groomed each Spring and prepared for the heavy use each area receives during the year. This Division also prepares the Town Common for the annual Fourth of July celebration as well as the cleanup and restoration of damaged areas resulting from an abundance of activities throughout the year. Special projects this year included the installation of an irrigation system on the Town Common.

The Parks Division acknowledges the many volunteer groups and individuals for their time, donations and help. Also, thanks to all that participated in the Adopt-a-Park program.



### Public Facilities Department

GARY PERSICHETTI  
PUBLIC FACILITIES DIRECTOR

The purpose of the Facilities Department is to manage all buildings and grounds of the Town of Chelmsford in a uniform and high quality manner. The department has completed the implementation of Micromain XM a Computerized Maintenance Management System used for the tracking of work order request — 1,442 work orders were processed in FY06.

**Buildings:** The Public Facilities Department provides electrical, plumbing, HVAC, carpentry and general maintenance to all Town and School buildings. There are presently twenty-eight buildings consisting of: five elementary schools, the Town's Administration Building, two Town Libraries, five fire stations, one police station, the Old Town Hall Municipal

Recreation Building and numerous other support buildings. The department is responsible for managing all major building related capital improvements. The Capital projects in FY'06 included:

- Harrington & Westlands Schools -Generator replacement
- Byam School - Roof top exhaust fans & housing
- South Row School - Air handler replacement
- McCarthy School - Fire alarm installation
- School Administration— Office renovation & addition
- The department participates in the MIIA Rewards Program by performing and submitting roof, self and building freeze up inspections.
- The town-wide Rooftrac Program was finalized and repairs were done to six sites to address deficiencies.

**Grounds:** The Public Facilities Department is responsible for maintaining all Town and School parks and athletic fields. Department personnel mow all sports fields and turf areas, trim shrubs, collect rubbish at parks and playgrounds, weed, edge, and mulch shrub beds. Our staff is responsible for snow removal and the preparation and clean up for special events. Repair and replacement of small engines.

**Parks:** Improvements to parks and fields for the year included:

- Southwell Park – Bleachers repaired, brush removed outside fence, open area brush hogged, walkway rolled and rotor tilled, cleanup due to flooding of the park including the removal of old mulch and installation of new mulch;
- Strawberry Hill – Fence and backstop painted;
- Robert's Field – Removed brush around outside of fields, playground and soccer field.

Signed,  
Gary Persichetti, Director





## Recycling & Solid Waste

JENNIFER ALMEIDA  
RECYCLING COORDINATOR

The Town of Chelmsford financed the following services for residents in FY 2006: weekly collection of trash; bi-weekly collection of recyclables; four curbside yard waste collections; seven months of leaf/yard waste composting at Laughton's Nursery; and six special drop-off events for scrap metal, usable household goods, electronics, tires and brush. These tasks are coordinated by the Office of Recycling and Solid Waste and supported by the Town's Recycling Committee. Committee members are Bonnie Rankin, Chair; Mark Gallagher, clerk; Ron Goodner, Jo Morse, Nancy Kaelin, Marc Grant and Kathy Brough.

In October 2005, Chelmsford adopted a mandatory recycling bylaw. The bylaw was necessitated by our steadily increasing annual trash tonnages, the fact that our per ton tipping fee increases every year, and the Town's flat or declining recycling rate.

Given the tight budgetary situation in Town, it became essential to avoid wasting municipal dollars paying to incinerate anything that did not have to be in the trash truck. In addition, the Town sought to insure compliance with existing state waste bans that bar recyclable materials such as paper, cardboard, glass and metal food and beverage containers from the trash.

The mandatory recycling bylaw prohibits residents from disposing of waste banned recyclables in the trash and prohibits the trash collector from picking up any such visible recyclables with the trash.



The Office of Recycling and Solid Waste spent the fall and winter publicizing the bylaw, informing residents about what it would mean, distributing recycling bins at an unprecedented rate, and working with the trash hauler to insure that its employees understood how to implement the bylaw.

Every month since the bylaw went into effect on January 30, the Town has generated less trash than the same month the previous year. In the first five months under the new bylaw, the Town reduced its trash tonnage by 643 tons.

Overall in FY06, our trash tonnage was down by 703 tons compared to FY2005, a 4.3% reduction. This was a very significant drop given that in past we've typically seen *increases* in our trash tonnage of between one and two percent per year. While our trash weights have gone down, our recycling weights went up. In FY06 we recycled 3586 tons of material at the curb, 470 tons more than in FY05.

The Office of Recycling/Solid Waste and the Chelmsford Recycling Committee also sponsored six recycling drop off events to assist residents in getting ride of items that are banned from the trash and materials that can be recycled but not at the curb. These events were very well attended, and residents recycled 45 tons of scrap metal, 1228 TVs and monitors, 251 air conditioners, hundreds tires, and many tons of miscellaneous electronics, usable household goods and clothing.

The Town continued to promote home composting by selling compost bins at below cost and providing information and education about composting. In FY2006 the Office of Recycling and Solid Waste sold 83 compost bins (33 more than in FY05) and 25 kitchen compost scrap buckets to Chelmsford residents.







## Recycling & Solid Waste

Continued...

Yard waste composting became of primary importance upon the closure of Laughton's composting site in April and with the decision in the spring of FY06 to discontinue Town financed curbside leaf collection for FY2007.

Home composting provides a way for residents to recycle yard waste (which is banned from the trash), and reduces the Town's solid waste tonnage by composting kitchen scraps.

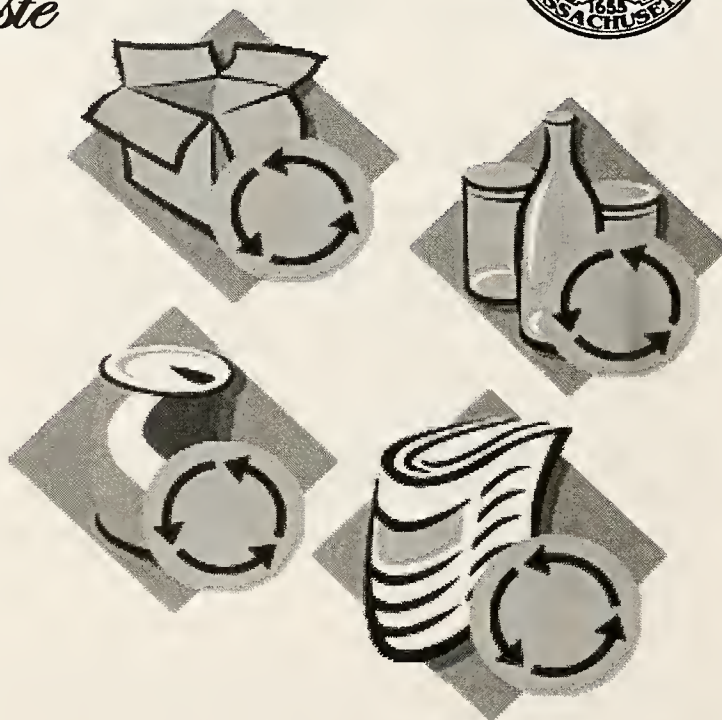
The Recycling Committee and the Office of Recycling and Solid Waste also sponsored a booth at the July 4<sup>th</sup> Country Fair to promote recycling and waste reduction, and at which local composting expert Virginio Mendonca provided composting demonstrations. The Recycling Committee maintained containers for bottle and can recycling throughout the common during the July 4<sup>th</sup> festivities.

In FY2006 the Office of Recycling and Solid Waste, with the support of Wheelabrator, North Andover, continued to offer and expand services to residents to keep mercury out of the waste stream. These efforts included the use of the Universal Waste Shed for the collection of fluorescent light bulbs, the collection of button cell batteries at the Recycling Office, the mercury thermometer exchange program, and the collection of mercury thermostats at Town Hall.

The Recycling and Solid Waste Office applied for and received several grants from the Department of Environmental protection in FY2006. Among these were a grant for the purchase of bottle and can recycling containers for use by the schools and at Town events when school is not in session.

The Town also received a grant of technical assistance to assist with the implementation of the mandatory recycling ordinance; a community education grant for the production and distribution of informational post cards; a grant for recycling stickers and composting and yard waste brochures; and a grant of assistance for equipment to reduce particulate emissions in one of the Town's municipal diesel vehicles.

The Recycling Committee sponsored the Annual Town-Wide clean up in May. Over 400 volunteers registered to participate, and 25 businesses and local organizations helped with the event by donating their time, money, raffle prizes, food and supplies. The volunteers cleaned litter from over 35 sites around town over the period of a month.



Throughout the year, the Recycling and Solid Waste Office provided information to residents on recycling, reuse, waste reduction, and composting, and provided assistance to residents who have complaints or problems related to recycling and trash.

Information on recycling, reuse and solid waste is maintained and updated on the Town's website, through the annually updated "Chelmsford Recycles" flyer, in the Community Newsletters, on the Chelmsford Telemedia Community Bulletin Board, in the local newspapers on the Town's website at [www.townofchelmsford.us](http://www.townofchelmsford.us) and on the Town's **Recycling Information Line** at 978-250-5299.







## *Cemetery Commission*

DAVID BOYLE,  
SUPERINTENDENT

The Cemetery Commission is pleased to report the following accomplishments for fiscal year 2006, to the citizens of Chelmsford. At Pine Ridge Cemetery, in the Fall of 2005 we had a complete upgrade of the water delivery system, it is now computerized and efficient, also at Pine Ridge we have planted over a dozen new shade trees and over two dozen burning bushes, this completes all plantings in Section I.

At the entrance to the Cemetery office we have planted new shrubs and burning bushes. Construction of the new storage garage at Pine Ridge Cemetery is progressing, in September the students from Nashoba Valley Technical School will be back to finish up the project.

At Forefathers Burying Ground, we have continued monument and curb lot restoration. The stone wall along Westford Street has been straightened and repaired where needed, also many stones were either up righted or repaired and new foundations installed to ensure these stones will survive the elements. All of this restoration was funded through the Community Preservation Act. The three entrances at Fairview Cemetery in North Chelmsford have been completely re-landscaped, also five trees that were a hazard to the public have been removed and new trees planted.

Please visit the Town's website at [www.townofchelmsford.us](http://www.townofchelmsford.us) and click on the link to the Cemetery department, there you will find information concerning the six cemeteries in town, also new this year is the ability to search genealogy.

*Chelmsford Historical Commission, Photograph by Fred Merriam*



## *Sewer Commission*

BARRY BALAN,  
CHAIRMAN

Construction and site restoration were completed this year for Phase 4E (Livery Road & Chestnut Hill Road Area Lateral Sewer Projects) and the first segment of Phase 4F (High Street Area Lateral Sewer Project). Construction on the second segment of Phase 4F (Hunt Road Area Lateral Sewer Project) is on schedule, as pipeline installation and paving continues through 2006 with an anticipated completion of final paving and site restoration during the spring of 2007.

The next phase (4G) is made up of two contracts, Burning Tree Lane Area and Robin Hill Road Area. Design of the Phase 4G Lateral Sewer Project was completed during the summer of 2006. The Burning Tree Lane Area Lateral Sewer Project (Contract 06-1) will be bid in the fall/winter of 2006 with construction anticipated to commence in the spring of 2007. The Robin Hill Road Area Lateral Sewer Project (Contract 06-2) will be bid in the summer of 2007 with construction to commence thereafter.

The CSC would like to acknowledge Trish Kahl for her hard work and professionalism. We would also like to welcome Mary Calandrella to the Chelmsford Sewer Commission office. Both Trish and Mary interface with the public on a daily basis, and their multifaceted duties are shared by the Sewer Division of the Department of Public Works. The CSC would like to thank Amy Baron, who has been promoted to another department, for her many years of service.

Barry B. Balan, Chairman  
Jeffrey A. Miller  
John F. Souza, Vice Chairman  
Richard J. Day  
George F. Abely, Clerk



# HUMAN SERVICES



## Council on Aging & Elder Services



DIANA RYDER  
HUMAN SERVICES DIRECTOR

The Elder Services Department provides advocacy and support systems which empower older adults to maintain independence and improve their quality of life.

American society is evolving, changing and realizing that aging is a complicated process not simply defined by a number. Even the very definition of "senior" is undergoing analysis and change with adjectives such as "older adult", "mature" and "experienced" being used with greater frequency to describe older Americans. Tomorrow's challenges will vary a great deal in response to the "Boomers" expectations versus the expectations of today's mature adult.

Last year our department provided over thirty programs and services in response to human need. The following statistics give some indication of our efforts and commitment to service.

First and foremost, special thanks to the Department's staff. They must be recognized for their dedication, compassion, and professionalism to all participants of the Center, the public, and toward the many volunteers.

Additionally, their willing assistance to me as the new Director has been outstanding. It is the members of the Council on Aging who work constantly with the Director to bring about responsive programming and quality services.

Council on Aging Members include: Chairperson John Cody, Vice Chair Diana Boisvert, Clerk Ann Warburton, Joan LaTourneau, John Clancy, Robert Grippo, Louise Myers, Paul Sweeney, Mary Jane Rainge, Stella Apostolos, and Thomas Turner.

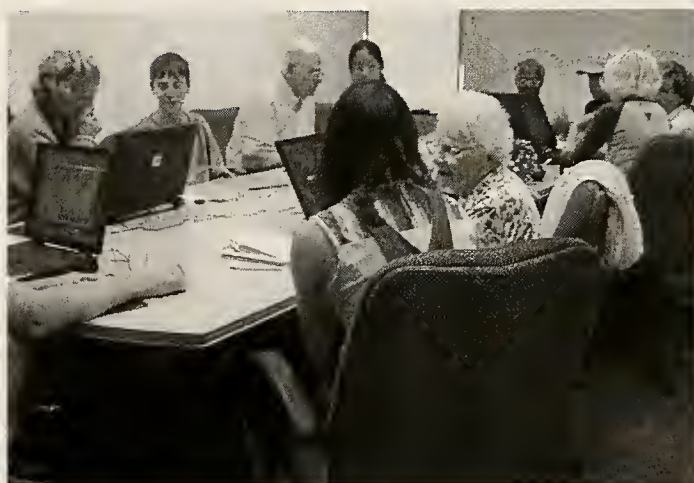
I am most appreciative of the assistance they have given me in my short tenure here and look forward to their assistance in the future.

The former Director, Martin Walsh retired this year and his last day of work was March 17, 2006. He gave many years of dedicated service to the Town of Chelmsford. We all thank him for the vision and direction he led us in and wish him the best in his retirement.

Signed, Diana Ryder

### SERVICES & STATISTICS

ADULT SUPPORTIVE DAY PROGRAM.....	2,665 CLIENT DAYS 35 PARTICIPANTS
CONGREGATE LUNCH.....	30,742
HOME DELIVERED MEALS.....	26,495
OFF SITE MEALS DELIVERED.....	1,453
HEALTH BENEFITS COUNSELING.....	1,224 SERVICED
FLU CLINIC WITH BOARD OF HEALTH.....	520 SERVICED
BLOOD PRESSURE SCREENINGS.....	225 PARTICIPANTS
HOME VISITS, SHOPPING ASSISTANCE.....	954
TRANSPORTATION.....	4,201 TRIPS/262 CLIENTS
RESPIRE COMPANION CARE.....	84 CLIENTS/28,576 HRS
TAX AND FUEL ASSISTANCE.....	315





# HUMAN SERVICES



## Recreation Department

HOLLY HAMILTON  
RECREATION DIRECTOR

The Recreation Commission is composed of seven members appointed by the Town Manager. The primary reason of the commission is to support and make recommendations to continuously improve and expand the recreational opportunities offered to the Chelmsford community.

The Recreation Department offered over 400 self-supporting programs throughout the year. Some of the successful programs organized in the year 2006 include day trips, ski programs, dance lessons, art lessons, science programs and much more. The Recreation Department will continue to develop programming in response to the growing and changing needs of all populations within the Town of Chelmsford. Recreation programs are advertised in the *Chelmsford Community Newsletter* and [www.TownofChelmsford.us](http://www.TownofChelmsford.us). We are thankful to all residents whose support, dedication and involvement contributed to the success of the 2006 Recreation program.

## Veterans' Services

REGINA JACKSON  
VETERAN'S AGENT

The Chelmsford Veterans' Services Office provides short-term financial assistance to eligible veterans and their families as mandated by Massachusetts General Law Chapter 115. Assistance for eligible, needy veterans includes a monthly allowable grant and some medical coverage. The amount of assistance depends on budget standards set by the Commonwealth of Massachusetts Department of Veterans' Service. The State reimburses the town 75% of all authorized benefits paid.

In fiscal year 2006, an average of \$3,466 per month in benefits were paid out for an average of 6 active state cases. Reimbursement from the State is paid quarterly and is approximately 10 months behind the authorizations. The Office also processes State Annuities for 100% disabled veterans and certain eligible widows. This year, State benefits for veterans increased when the State passed the "Welcome Home Bill" in November of 2005. The legislation provides new and expanded benefits for Massachusetts veterans. The Global War on Terrorism Bonus awards \$1,000 to MA veterans that served in Afghanistan or Iraq. The bill expanded the Operation Recognition High School diploma program to include Korean, Vietnam, as well as WWII veterans.

The federal Veteran's Administration periodically takes a 'snapshot' of the total amount of federally funded veterans benefits that flow into a community. In late 2005, the federal VA funding to Chelmsford was \$3,186,000 as distributed to 370 veterans and 57 widows in Chelmsford.

The number of veterans eligible for benefits is always a small percentage of the total number of veterans living in a community. The office helps any Chelmsford veteran dealing with the VA. As of June 2006, there were 45+ claims in process with the VA. The claims may be an initial filing, reopening of a claim for an increase, appeals on denied claims, pending hearings with the Regional Office, or appeals to the Board of Veterans. Pending claims do not include the State Chapter 115 cases. Chapter 115 cases are separate from the Federal claims, as they only involve State and Town funds.

This office also coordinates the Chelmsford Veterans' Day Observance, always held at Veterans' Memorial Park on the 11<sup>th</sup> of November at 11:00 AM. All are welcome.

The Veterans' Affairs Office is located in the Community Center (Old Town Hall) in Chelmsford Center and is open Monday through Friday with evening hours available on request.

If you are unable to visit the office and need a home visit, please contact the office and I will be happy to schedule a convenient time to meet with you. You may also call 978-250-5238 or email [rjackson@townofchelmsford.us](mailto:rjackson@townofchelmsford.us) with any questions.

Signed,  
Regina Jackson



Photograph by Lee Fortier





# HUMAN SERVICES



## Chelmsford Housing Authority

DAVID HEDISON,  
EXECUTIVE DIRECTOR

Over the past year, the Chelmsford Housing Authority has made progress in meeting the needs of families, seniors and the disabled requiring affordable housing.

Currently, the waiting period for state aided elderly/disabled housing is as follows: Local/Veterans 0 to six months, Local Residents six months to one year, non-residents 7 years or more. The Section 8 Program continues to assist over 433 families/elderly/disabled in the area with rental assistance to live in a private apartment. Our Family Self Sufficiency Program is helping over 30 families improve their education and skills with the hopes of moving them towards homeownership.

The Authority serves as the Management Agent to the Town for monitoring the Affordable Homeownership Units located in Chelmsford. We have had over 16 re-sales over the past year and have sold over 16 new affordable units to families and seniors.

We continue to play a significant role in making sure any proposed 40B projects are truly affordable to the residents of Chelmsford.

Members of the staff include David J. Hedison, Executive Director, Kristin Roberts, Finance Manager, Linda Dalton, Director of Public Housing, Carole Chakarian Federal Housing Manager, Richard O'Neil, Maintenance Manager and 12 additional support staff.

Regular meetings are held at McFarlin Manor, 10 Wilson Street at 4:00 p.m., on the first Tuesday each month. The Annual Meeting is the first Tuesday in May.

All meetings are open to the public. The Chelmsford Housing Authority Board of Commissioners would like to thank the residents of Chelmsford and Town Officials for their continued support and cooperation.

For more information about services and programs, please call 978-256-7425 or email us at [chelmha@aol.com](mailto:chelmha@aol.com).







## Chelmsford Library



BECKY LEGROS HERRMANN,  
LIBRARY DIRECTOR

*A library is not a luxury but one of the necessities of life.*  
— Henry Ward Beecher

And plainly the residents of Chelmsford agree – there were 174,825 visits to the library this year – on average more than 3000 folks walked through the doors each week. The library staff was kept busy answering almost 20,000 reference questions and circulating 558,599 items in FY06. That is a six percent increase over last year. We are also the busiest library in the Merrimack Valley Library Consortium, a consortium of 35 libraries. Chelmsford receives more than 75 bins of materials from other libraries per week for an average of 2,390 items. That is close to 125,000 items per year that our patrons have requested in addition to the books available from our own collection. If we don't have it, then we can borrow it from another library. Yet our staffing levels are lower than where they were in 2001, when the library circulated 200,000 fewer items. Our library staff continues to work incredibly hard with fewer resources and increased activity. We also see the growing pains in other areas – our book budget has remained stable but each year it buys fewer and fewer items. In FY2003 we were able to purchase 9,865 items -- in FY2004 -- 9,657 and in FY2005 even less -- 8,800 items. The price of books keeps going up, but our collection budget has not kept pace.

**New Technologies:** Yet we continue to offer new programs and services including downloadable audio books and self-checkout. FY06 was the year that the Merrimack Valley Library Consortium set in motion our contract with Overdrive Media that allows one to download audio books, from beloved classics to the latest bestsellers, all from the comfort of your home. This is a pilot project with a small collection (163 titles) to start. But through the cooperative effort of consortium libraries and funds from the Chelmsford Friends of the Library – the collection will increase by approximately 30-40 titles per month. Downloadable audio books is one more service that Chelmsford residents can access with their library cards at the library or from one's home computer by visiting the library's website, [www.chelmsfordlibrary.org](http://www.chelmsfordlibrary.org). In fact, our website could be likened to another branch library! (Our website averages over 5000 visitors per month!). From the website one can peruse our catalog, read newspapers, print magazine articles from one of more than 30 databases, renew or reserve books or reserve museum passes – all free with the magic of one's library card. Self-check-out stations were purchased near the end of FY06, and will be up and running by October 2006. This new technology will reduce lines at check-out and free up staff to



*Continued...*

help patrons and get books re-shelved and back into circulation faster. A self-checkout station in the children's room will speed the check-out process for parents with toddlers as they check out materials while their children continue to play. In addition self-checkout will provide privacy and convenience for patrons in a hurry.

**MacKay Library:** The MacKay Branch Library continued to be busy, with circulation increasing by more than 7000 items over FY05. The branch staff worked closely with the main library offering a variety of children's programs besides the traditional story and craft programs. Reader's theater, a wizard class, ice cream making, a Cinderella Puppet show, origami, Sparky's Puppets, a spooky story contest and a visit from the Audubon Ark program were just a few of the highlights over the year. Adult programs included a knitting circle, and two book groups -- the longstanding Mystery Book Club and Novel Conversations.

**Looking Ahead:** The Chelmsford Library also got word in FY06 that we would receive a federal grant for a community-wide reading program. This Library Services and Technology Act grant of \$7500 is titled "On the Same Page" will enable Chelmsford to participate in a nationwide phenomenon – a one book program. Everyone in Chelmsford will be invited to read the same book at the same time. Communities all over the country sponsor similar programs and find it a way for people of all ages to come together to share thoughts, friendship and a lively exchange of ideas. The simple pleasure of talking about a book is especially appreciated today when so many of us race through life at breakneck speed, never slowing enough to appreciate a much-needed laugh or the gift of a good story. Chelmsford townspeople recently shared wonderful historic and community memories as the town's 350<sup>th</sup> anniversary unfolded -- we would like the stories to continue.



# HUMAN SERVICES

## Health Department



RICHARD DAY  
HEALTH DIRECTOR

**Septage and Wastewater Abatement Program:** In 2006 the Septage and Wastewater Abatement Program continued its efforts to clean up our waterways. The Board of Health, with the advent of a central sewer system in Chelmsford is now embarking on enforcement activities to insure compliance with local by-laws which will insure a safe water supply. Dye testing, water sampling and issuance of septic system permits will continue in all non-sewered areas until completion of project.

**Administration and Management:** Income for various services and permits was collected. During 2006 in addition to inspections of restaurants, septic systems, swimming pools and beaver complaints the department made inspections of day care centers, rental housing units, public schools, recreational camps, bathing beaches, tanning & massage facilities, International Certificates of Vaccination & retail food stores.

**Hazardous Waste & Industrial Wastewater Program:** Richard J. Day, Director of Public Health, was reappointed Hazardous Waste Coordinator and Municipal Coordinator to enforce the "Right-To-Know law for Chelmsford. The Board of Health held two Household Hazardous Waste Collection Days this year which were held on November 5, 2005 and April 29, 2006. This program has consistently collected significant volumes of hazardous waste.

**Title V:** The Board of Health is continuing to work on developing programs to control the effects of the new Title V regulation on the residents still on septic systems until the 100% completion of the Town's Sewer Project.

**West Nile Virus EEE/Mosquito Surveillance Program:** The Board of Health office is the collection center for three towns in the handling of dead birds for the West Nile Virus Surveillance Program. A half dozen dead birds were submitted to the lab. The state limited the type and number of birds collected this year but increased the testing of mosquito pools in the area.

**Hypertension Screening Program:** Blood pressures were performed for 531 residents in FY06. Screenings for residents are held the first Thursday of every month from 9:00 to 12:00 at the Board of Health, Town Offices.

**Lead Paint Screening Program:** The Board of Health offers lead paint testing for children between the ages 9 months and 6 years. Residents may call 978-250-5243 to make an appointment with the nurse. Eleven children were screened in FY06.

**Communicable Disease Program:** The testing of persons exposed to tuberculosis and those persons whose employment require certification of freedom from Disease is another responsibility of the Public Health nurse. Twenty-one Mantoux (TB) tests were administered to persons as required for pre-employment, college and also to household contacts of active cases in compliance with the Massachusetts Department of Public Health regulations. Home visits and telephone calls are made to families of active and some inactive cases on a periodic basis to insure understanding of the illness and that adequate medical follow-up is achieved. Forty-five medical records were kept and updated on residents who have a positive mantoux (TB) test and are receiving medication prophylactically and being followed radiologically at the Lowell Chest Clinic and other chest clinics. When necessary, TB testing is done at places of business if employees are exposed to an active case of TB.

**Immunization Program:** The Board of Health sponsored several flu clinics this year: 1,960 flu vaccine doses were administered at clinics and 78 persons were immunized with pneumonia vaccine. An additional 3,580 doses were dispensed to nursing homes and physicians' offices. Eight visits were made to handicapped or house-bound residents. A combined total of 5,540 flu doses were allocated to the Chelmsford Board of Health by the Massachusetts Department of Public Health.

**Cholesterol Screening Program:** The Board of Health offers cholesterol screenings three to four times per year at the Board of Health office in the Town Hall. Appointments are needed and a \$10.00 fee is required. These screenings are advertised in the local newspapers, local cable television and the Town of Chelmsford web page at [www.townofchelmsford.us](http://www.townofchelmsford.us). A total of 72 screenings were done in four clinics for 2006.

### STATE REQUIRED INVESTIGATIONS ON REPORTED INFECTIOUS DISEASES

CAMPYLOBACTER ENTERITIS.....	2
CHICKEN POX.....	17
GIARDIA.....	3
GROUP A STREP/STREP PNEUMO.....	9
HEPATITIS A.....	3
HEPATITIS B.....	7
HEPATITIS C.....	2
YERSINIA.....	1
EHRlichiosis.....	1
INVASIVE HAEMOPHILUS INFLUENZA.....	4
LYME.....	24
PERTUSSIS.....	4
SHINGLES.....	1
SALMONELLA.....	9
SHIGA TOXIN.....	1
HEPATITIS E.....	1
DENGUE FEVER.....	1



# BOARDS & COMMITTEES



## Arts & Technology Education Fund

GLENN DOHERTY  
CHAIRMAN

The 1996 Spring Town Meeting approved an amendment to their General By-Laws be adding Section 13 to Article VII entitled Chelmsford Arts and Technology Education Funds (ATEF) through the combined efforts of Evelyn Thoren and George Ripsom. The purpose of this fund is to provide supplemental funding to support local educational initiatives and projects. Thanks to your generosity and support the ATEF has received over \$70,000 since its inception in November 1996. Through investment strategies The committee is currently working on investment strategies and researching other financial resources in order to create a lasting fund and insure continued and consistent awards.

The ATEF has developed a website that makes all our applications and information available at the Town of Chelmsford website. Chelmsford is the first town to have a By-Law in place that specifies the application process, committee make-up and limitations. The Spring 2006 Applications and copies of the applications along with the By-Law were distributed in January 2006 to each school through hard copy and email. The committee received completed applications by March 31, 2006.

Teachers and School Councils apply for these funds. Project Summary forms are required from current and previous awardees prior to consideration for any additional future new projects. Awards were announced at the Board of Selectmen's Meeting in June 2006. The next applications will be distributed in January 2007 and the deadline for the next academic year is March 31, 2007. The concept of using tax check-offs for an alternative funding source for education was initiated by Arlington's veteran Town Treasurer, John Bilafer, under a Home Rule Petition many years ago. Since this was accepted, numerous towns in Massachusetts have adopted the statute Chapter 60. Chelmsford became involved in the process of adopting Chapter 60 through the efforts of Anthony Volpe, a past member of the Chelmsford School Committee.

Chelmsford uses a separate tear-off sheet in the excise and real estate tax bills as the method to elicit voluntary contributions to enhance the education of Chelmsford Public School students. The collected money does not become part of the school budget. The Town Treasurer disperses the funds under the direction of the ATEF Committee. Information sheets are available in the Town Offices. The contributions that you give have and will continue to make a difference in the education of our children ... our future taxpayers.

### ATEF COMMITTEE MEMBERS

GLENN DOHERTY, CHAIRMAN  
GEORGE RIPSOM  
SUPERINTENDENT OF SCHOOLS, RICHARD MOSER  
BEVERLY BARRETT, SECRETARY  
ANGELO TARANTO  
EVELYN S. THOREN, FINANCIAL LIASION  
PATRICIA KAHL

### 2006 GRANTS ATEF GRANT RECIPIENTS

TERESA KARANGIOZE – PARKER SCHOOL  
DIGITAL CAMERA - \$350

GALE VISNIEWSKI – HARRINGTON SCHOOL  
LENDING LIBRARY - \$500

NORM DEMARIAS – PARKER SCHOOL  
JEOPARDY IN THE CLASSROOM- \$750

SHEILA KELLY – MCCARTHY SCHOOL  
VIDEOCONFERENCING - \$750

SUSAN MACKINNON – CENTER SCHOOL  
MICROPHONE SYSTEM - \$250

SUSAN QUESNEL – WESTLANDS SCHOOL  
PUBLISHING CENTER - \$400

SUSAN QUESNEL – WESTLANDS SCHOOL  
TEACHING READING COMPREHENSION - \$350

STEVE WURTZLER, KRISTEN GRAHAM,  
KRISTI MARTIN, JANE WASHBURN  
HARRINGTON SCHOOL  
PILGRIM QUEST - \$500

LAURIE ADAMSON, DEBRA PATUTO,  
SARAH HARDY, AUDRA VASQUEZ,  
SHANNON ENGEL, JENNIFER DEFALCO,  
JENNIFER SALMON  
SOUTH ROW SCHOOL  
HABITS FOR SUCCESS LIBRARY- \$735





## Historical Commission

LINDA PRESCOTT  
CHAIR

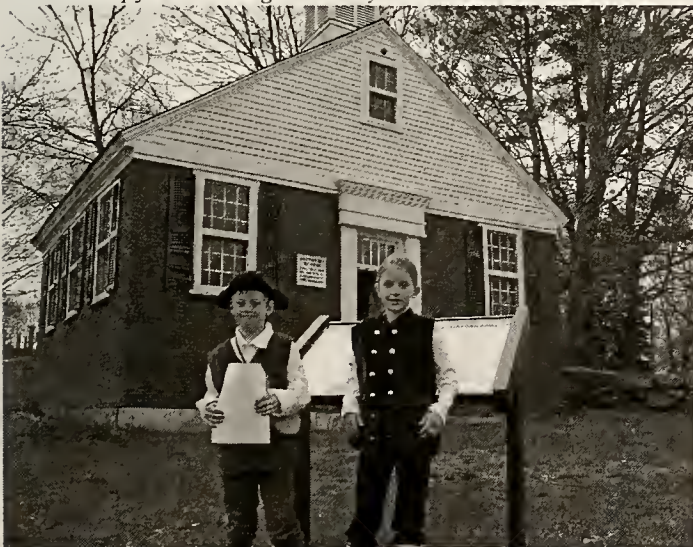
During the past year, the Historical Commission continued its Sign Project. This project includes creating historic inventories of structures and sites over 75 years old and placing a plaque on the structure or site identifying the age and original owner. These surveys include a site visit, an architectural survey, a footprint map, photos and a deed, tax, vital statistics and media search. Finished surveys are placed on file with the Town and the State Archives.

The Commission has requested to place Red Wing Farm on the National Register, the request has been approved by MHC and is on its way to Washington for the final Trustee approval. The Commission continues to work with the Middlesex Canal Association and the Community Preservation Committee.

The Commission continues to be very involved with preservation. We continue to work toward the preservation of the North Town Hall, stabilization of headstones in the Hart Pond and West Chelmsford Cemeteries. The Commission is becoming an information resource for contractors and citizens as they rehabilitate their homes and businesses.

For the Town's 350<sup>th</sup> Anniversary, the 200+ Commission inventories were scanned and made accessible through the Town's website at [www.townofchemsford.us](http://www.townofchemsford.us) along with a copy of the Demolition Delay By-Law, other articles of interest and links to other sites of historic interest.

*Photograph by Fred Merriam, Courtesy of Chelmsford Historical Commission. All Dressed up for the Scavenger Hunt Day at the 1802 School House.*



## Historic District Commission

KATHLEEN HOWE  
CHAIR

The Historic District Commission functions as a regulatory commission for the benefit of the Town. A small area of the Town's center section is under the Commission's authority.

The objective of the Historic District Commission is to provide an expeditious application and review relative to the physical modifications to the residences and businesses within the District.

Regular meetings are held on the first Monday of each month at the Town Offices.

Members Include: Kathleen Howe, Chairman, Richard Burkinshaw, Vice Chairman, Cynthia Acheson, Jack Handley, Brenda Lovering, Herbert Pitta, Alternate, Dennis Ready, Alternate and Debra Belden, Recording Clerk.

During fiscal year 2006, the Commission received ten (10) applications for review and ten (10) applications were accepted. Ten (10) public hearings were waived. Three (3) Certificates of Appropriateness and seven (7) Certificates of Non-Applicability were issued.



# BOARDS & COMMITTEES



## Celebrations Committee

WALTER HEDLUND  
CHAIR

In FY06, the 38th Annual Fourth of July Parade and Celebrations were held in conjunction with the Town's 350th Anniversary. All events were held on Friday, July 1st and Saturday, July 2, 2005.

Special thanks goes to the 350th Parade Committee for planning Saturday's parade. Thank you to the Chelmsford Lions Club for sponsoring the Annual Country Fair on the Common, and to the Chelmsford Community Band, Art Society, Rotary Club and the many other numerous organizations, citizens and business persons who volunteered their time and efforts for this exciting Fourth of July weekend.

We are grateful for the efforts and assistance of department heads and personnel of the highway, Parks, Police and Fire Departments, as well as the support of the Board of Selectmen and Town Manager.

*All photographs courtesy of Lee Fortier. The Town celebrates the 350th Anniversary Celebration & Fourth of July Parade on July 2, 2005.*







## Charter Review Committee

ARNOLD LOVERING  
CHAIRMAN

The Charter Review Committee (CRC) was appointed by the Chelmsford Town Manager and Board of Selectmen in June 2005 for the purpose of conducting a formal review of the document entitled the Chelmsford Home Rule Charter to determine whether modifications were needed.

The Home Rule Charter contains the basic provisions set up to provide form, structure and organization of government including the powers and duties of officials of the Town. The Charter is frequently referred to as the "Constitution" of the Town.

The appointment process used to identify members of the CRC was a joint one wherein both the Town Manager and the individual members of the Board of Selectmen submitted candidate names for appointment. The committee believes this has resulted in committee membership representing broad-based citizen involvement with a variety of political views and diverse pasts and existing community experiences.

Members of the Committee included:

- Arnold Lovering, Chairman
- Cheryl Boss
- Alexander Buck
- Glenn Doherty
- Hal Matzkin
- John Thibault
- Glenn Thoren
- Donald Van Dyne
- Pat Wojtas

For a complete listing of the committee's proposed Charter changes, please view the 2006 Annual Fall Town Meeting warrant on the Town's website [www.townofchelmsford.us](http://www.townofchelmsford.us).

## Finance Committee

JON KURLAND  
CHAIRMAN

The Finance Committee is comprised of seven members who are appointed by the Town Moderator to staggered three-year terms. The Committee is the arm of Town Meeting whose primary mission is to study and make recommendations on the town budget and warrant articles to be considered by the Town Meeting Representatives.

*Finance Committee, Continued....*

There are two Town Meetings each year. The Spring meeting begins on the last Monday in April and the Fall meeting is held at the end of October. Prior to the Spring Town Meeting, the Town Manager presents his proposed budget and capital improvement program for the upcoming fiscal year to the Committee.

Each Committee member acts as a liaison to one or more town departments and boards. Committee liaisons meet individually with department heads to review department budget requests. As individual reviews are completed, full Committee meetings are scheduled from December through April to hear, analyze and discuss departmental budgets and warrant articles. Each department and or independent board is given the opportunity to present its budget and respond to questions and concerns raised by Committee members.

Based on its deliberations, the Committee makes a recommendation on each line item of the budget and each warrant article. The Finance Committee also has one or more liaisons assigned to all major capital project committees. Project liaisons are responsible for keeping the Committee informed about a project's progress and financial status.

Similar to the budget hearings, the Committee also meets with petitioners, proponents and other interested parties, whether in support or opposition of proposed warrant articles that are to be considered at the Spring or Fall Town Meetings. After consideration of each warrant article, the Committee votes on its recommendation. Should an article have no financial implications to the Town, the Committee may vote to make "no recommendation" on the article.

The recommendations of the Committee are published in the Spring and Fall Report Books, which are available to residents and Town Meeting Representatives. Additionally, the Report contains financial data specific to the Town and other useful information.

In accordance with the Town Charter, "The duty of Town Meeting Representatives is to keep abreast of town business and review materials forwarded to them by the Board of Selectmen and Town Manager. It is expected that town meeting members will attend meetings of multiple member bodies, attend hearings held by the Finance Committee and actively prepare for each session of the town meeting." The Finance Committee both welcomes and encourages attendance and participation of town meeting members and residents at any meetings.



# TOWN GOVERNMENT



## Elected Officials

### TOWN CLERK'S LISTING AS OF APRIL 1, 2006

#### BOARD OF SELECTMEN (3 YR TERM - ELECTED)

2007  
MICHAEL F. MCCALL,  
CHAIRMAN  
151 MAIN STREET

2007  
THOMAS A. NEWCOMB  
9 CLARISSA RD

2008  
SAMUEL P. CHASE,  
VICE CHAIRMAN  
5 RIVERMEADOW DR

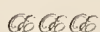
2009  
WILLIAM F. DALTON,  
CLERK  
12 DARTMOUTH STREET

2009  
PHILIP M. ELIOPOULOS  
161 PROCTOR RD

#### BOARD OF SELECTMEN



Board of Selectmen (April 2006 election) L-R:  
Vice Chairman Samuel P. Chase; Philip M.  
Eliopoulos; Chairman Michael F. McCall;  
Thomas A. Newcomb & Clerk William F. Dalton.



#### BOARD OF HEALTH (3 YR TERM - ELECTED)

2007  
EARNEST WU  
CHAIRMAN  
255 NORTH RD #28

2008  
PETER DULCHINOS  
17 SPAULDING RD

2009  
ANN MARIE ROARK  
9 NATALIE RD

#### BOARD OF HEALTH



Board of Health from L-R: Chairman Ernest Woo;  
Peter Dulchinios and Ann Marie Roarke.



#### CEMETERY COMMISSION (3 YR TERM - ELECTED)

2007  
GERALD L. HARDY, CHAIR  
11 MEEHAN DR

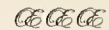
2008  
PETER S. PEDULLA  
31 BRENTWOOD RD

2009  
JEAN R. MCCAFFERY  
255 NORTH RD #215



#### CONSTABLE (3 YR TERM - ELECTED)

2007  
WILLIAM E. SPENCE  
91 BILLERICA ROAD



#### HOUSING AUTHORITY (5 YR TERM - ELECTED)

2007  
GAIL F. HUNTER, CHAIR  
8 BUCKMAN DR

2008  
MARY E. ST. HILAIRE,  
TREASURER  
212 DALTON RD

2010  
DENISE MARCAURELLE,  
VICE CHAIR  
7 WHIPPLETREE RD

2011  
GEORGIANA C. MUELLER  
114 RIVERNECK RD

ANDREA L. WHITE  
GOVERNOR'S APPOINTMENT  
28 WARREN AVE



#### LIBRARY TRUSTEES (3 YR TERM - ELECTED)

2007  
PATRICIA WOJTAS,  
CHAIRPERSON  
24 ELM ST

2009  
LINDA K. HUBBARD,  
VICE CHAIRPERSON  
7 RANCH RD



# TOWN GOVERNMENT



## *Elected Officials*

2007

LISA E. DAIGLE  
21 AMBLE RD

2008

MARGARET E. MARSHALL  
2 DRAYCOACH DRIVE

2008

ELIZABETH A. MCCARTHY  
48 BARTLETT STREET

2008

ERIC G. GROVES  
2 WEDGEWOOD DR

2009

CAROL L. SNEDEN,  
SECRETARY  
4 LAREDO DR

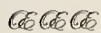


### MODERATOR

(3 YR TERM - ELECTED)

2008

DENNIS E. MCHUGH  
63 DALTON RD



### PLANNING BOARD

(3 YR TERM - ELECTED)  
(ALTERNATE 2 YR TERM)

2007

CHARLES WOJTAS,  
CHAIRMAN  
24 ELM STREET



ON LEFT: PLANNING BOARD  
(APRIL 2006)

2007

SUSAN C. SULLIVAN  
VICE CHAIRPERSON  
16 COUNTRY CLUB DR.

2008

ROBERT C. MORSE  
45 CLARISSA RD

2008

ANN B. MCGUIGAN, CLERK  
5 ANNS WAY

2009

PAMELA L. ARMSTRONG  
15 AMBLE RD

2009

S. GEORGE ZAHAROOIS,  
191 PRINCETON ST

2009

ROBERT P. JOYCE  
103 TURNPIKE RD

RICHARD M. JOHNSON  
(ALTERNATE— APPOINTED)  
237 OLD WESTFORD RD



### SCHOOL COMMITTEE

(3 YR TERM - ELECTED)



SCHOOL COMMITTEE  
(FALL 2005)

2007

KEVIN E. PORTER  
CHAIRMAN  
48 ABBOTT LANE

2007

EVELYN S. THOREN  
18 PINWOOD ROAD

2008

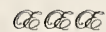
KATHERINE H. DUFFETT,  
VICE CHAIRPERSON  
47 THOMAS DR

2008

ANGELO J. TARANTO  
8 CHARLEMONT CT

2009

CHRISTINA H. WALSH,  
SECRETARY  
17 OLD FARM WAY



### SEWER COMMISSION

(3 YR TERM - ELECTED)

2007

BARRY B. BALAN  
CHAIRMAN  
7 SKYVIEW DR

2007

JEFFREY A. MILLER  
10 LOISELLE LN

2008

JOHN F. SOUZA,  
VICE CHAIRMAN  
123 STEDMAN STREET

2008

RICHARD J. DAY  
6 MERILDA AVENUE

2009

GEORGE F. ABELY  
CLERK  
87 SWAIN ROAD





## Town Meeting Representatives

*The Legislative Body of the Town of Chelmsford is a Representative Town Meeting consisting of elected representatives from nine precincts who are elected for a three-year term. A more detailed listing of all Town Meeting Representatives, including term expirations and contact information can be found on the Town's Official Website at [www.townofchelmsford.us](http://www.townofchelmsford.us) or by contacting the Town Clerk's Office at 978-250-5205*

THE LIST IS CURRENT AS OF THE  
APRIL 2006 ELECTION.

### PRECINCT 1

BARRY B. BALAN  
KATHRYN BROUGH  
PEGGY DUNN  
NANCY H. ROBINSON  
KATHLEEN A. TUBRIDY  
ANTHONY V. VOLPE  
MARIAN D. CURRIER  
CYNTHIA J. KAPLAN  
KAREN I. KOWALSKI  
ELIZABETH A. MCCARTHY  
ANN B. MCGUIGAN  
WILLIAM E. SPENCE  
SAMUEL P. CHASE  
RALPH B. HICKEY  
ROBERT P. JOYCE  
STEPHANIE J. LEVELL  
FRANCES T. MCDOUGALL  
LAURA C. MCGUIGAN



### PRECINCT 2

PHYLLIS H. CLARK  
FRANCIS M. CONLIN  
TERENCE M. O'NEIL  
BRUCE M SCHNEPPER  
JOHN R. SCOTT  
M. JANICE SPENCE  
THOMAS M CROWE  
KEVIN A. GODDU  
BRUCE J. HARPER, SR.  
GEORGE L. MERRILL  
THOMAS F. SHEA  
MARY JO WELCH  
LINDA H. DALTON  
WILLIAM F. DALTON  
SCOTT E. JOHNSON  
JANET E. MURPHY  
STANLEY W. NORKUNAS  
VACANCY (1)  
JEFFREY W. STALLARD



### PRECINCT 3

STEVE FLYNN  
DAVID W. HADLEY  
NANCY J. KNIGHT  
ROBERT M. LEAVITT  
CAROL W. MERRIAM  
JODIE L. MURPHY  
MICHAEL F. CURRAN  
GEORGE R. DIXON, JR  
D. LORRAINE LAMBERT  
PATRICIA F. MAGNELL  
MICHAEL F. MCCALL  
THOMAS E. MORAN  
ALAN N. COTE  
JAMES F. DOLAN, II  
CHRISTOPHER T. GARRAHAN  
JEFFREY A MILLER  
JAMES P. SPILLER  
JUDITH A. STRAEFFER



### PRECINCT 4

JAMES H. COMEAU  
.ANDREW J. GARBER  
CATHLEEN H. LATINA  
RAYMONDE R. LEGRAND  
HELEN A. MANAHAN  
DANIEL J. SULLIVAN, III  
JOHN G. COPPINGER  
MARLENE COTE  
HENRY A. HOULE  
JOEL M KARP  
BRIAN P. LATINA  
SANDRA M. REGA  
LINDA A. JONES  
BILLY L. MARTIN  
JENNIFER E PATENAUDE  
SHEILA E. PICHETTE  
GEORGE A. RIPSOM, SR.  
DENNIS P. SHEEHAN



### PRECINCT 5

JOSEPH P SULLIVAN JR  
BEVERLY A. BARRETT  
PHILIP M. ELIOPOULOS  
CAROL A. KELLY-SULESKI  
SUSAN CARTER SULLIVAN  
CHARLES WOJTAS  
MARY C. AMIRAUT  
JON H. KURLAND  
CHERYL M. PERKINS  
EVELYN S. THOREN  
GLENN R. THOREN  
STACEY WOJTAS  
ERIC C. ANDRUS  
EDWARD J. SULESKI, JR.  
JUDITH A. TAVANO  
W. ALLEN THOMAS, JR.  
KATHRYN A. TORRES  
PATRICIA WOJTAS  
DEAN CARMERIS  
(RESIGNED 8/24/06)





# TOWN GOVERNMENT



## Town Meeting Representatives

### PRECINCT 6

JANET G. DUBNER  
NANCY W. KAELEN  
SUSAN KUPOR MCHUGH  
PAMELA H. MCKENNA  
EDMOND N. ROUX  
DONALD F. VANDYNE  
NORMAN J. AUBERT, JR  
ALEXANDER E. BUCK  
MARY E. FRANTZ  
HOWARD J. HALL  
JOHN P. KIVLAN  
RALPH M. NEBALSKI  
DEIRDRE M. CONNOLLY  
BRIAN S. DOHERTY  
GLENN L. DOHERTY  
JUDITH A. OLSSON  
MARIANNE J. PARESKY  
COLLEEN A. STANSFIELD



### PRECINCT 7

LEONARD W. DOOLAN, III  
LINDA J. FALL  
R. KENLEY FREEMAN  
JOHN S. GOFFIN  
KEVIN E. PORTER  
BERNARD A. READY  
PAMELA L. ARMSTRONG  
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# BOARDS & COMMITTEES



## Committee Descriptions

### ARTS AND TECHNOLOGY EDUCATION FUND (A)

MEMBERS: 7  
AVERAGE MEETINGS: 1 PER MONTH  
TERMS BEGIN: JUNE  
LENGTH OF TERM: 3 YEARS

*The committee works to provide supplemental funding to support educational initiatives and projects that enhance the curriculum of the Chelmsford Public Schools.*

### BOARD OF HEALTH (E)

MEMBERS: 3  
AVERAGE MEETINGS: 1 PER MONTH  
TERM BEGINS: APRIL  
LENGTH OF TERM: 3 YEARS

*The Board works to protect the public health of the residents. It also has administrative, planning, and policy responsibility for health functions of the Board of Health Office.*

### BOARD OF REGISTRARS (A)

MEMBERS: 3  
AVERAGE MEETINGS: VARIES BY ELECTIONS PER YEAR  
TERM BEGINS: APRIL  
LENGTH OF TERM: 3 YEARS

*The Board is in charge of administering the town census, voters' registration, and elections.*

### BOARD OF SELECTMEN (E)

MEMBERS: 5  
AVERAGE MEETINGS: 2 PER MONTH  
TERM BEGINS: APRIL  
LENGTH OF TERM: 3 YEARS

*The Board is the Town's body of chief elected officials. The powers and duties include appointing the Town Manager and many committees, issuing certain licenses, enforcing special sections of the by-laws, and regulating the public ways.*

### LEGEND

(A) APPOINTED — COMPLETE AN APPLICATION FORM AT [WWW.TOWNOFCHELMSFORD.US](http://WWW.TOWNOFCHELMSFORD.US) OR FROM THE TOWN MANAGER'S OFFICE, TOWN OFFICES, 50 BILLERICA ROAD 978-250-5201 8:30 AM TO 5:00 PM MONDAY - FRIDAY

(E) ELECTED — OBTAIN ELECTION INFORMATION AT [WWW.TOWNOFCHELMSFORD.US](http://WWW.TOWNOFCHELMSFORD.US) OR IN THE TOWN CLERK'S OFFICE, TOWN OFFICES, 50 BILLERICA ROAD 978-250-5205 8:30 AM TO 5:00 PM MON-

### CAPITAL PLANNING COMMITTEE (A)

MEMBERS: 7  
AVERAGE MEETINGS: 1 PER MONTH  
TERM BEGINS: JULY  
LENGTH OF TERM: 1 YEAR

*The Committee studies proposed capital outlay, declares rules and regulations, makes investigations, and holds public hearings as it deems appropriate.*

### CEMETERY COMMISSION (E)

MEMBERS: 3  
AVERAGE MEETINGS: 6 PER YEAR  
TERM BEGINS: APRIL  
LENGTH OF TERM: 3 YEARS

*The Commission plans, operates, and maintains the six Town cemeteries as attractive, dignified, and appropriate public burial grounds.*

### COMMISSION ON DISABILITIES (A)

MEMBERS: 10  
AVERAGE MEETINGS: 1 PER MONTH  
TERM BEGINS: JUNE  
LENGTH OF TERM: 3 YEARS

*The Commission works to deal with all disability issues and provide information, referral, guidance, coordination, and technical assistance to other public agencies and private persons, organizations, and institutions engaged in activities and programs intended to eliminate prejudice and discrimination against persons with disabilities.*





## Committee Descriptions

### CONSERVATION COMMISSION (A)

MEMBERS: 7  
AVERAGE MEETINGS: 2 PER MONTH  
TERM BEGINS: JUNE  
LENGTH OF TERM: 3 YEARS

*The commission is responsible for ensuring protection of wetlands and acquiring, managing, and maintaining over 750 acres of conservation and Town Forest Land.*

### CULTURAL COUNCIL (A)

MEMBERS: 9  
AVERAGE MEETINGS: 1 PER MONTH  
TERM BEGINS: JUNE  
LENGTH OF TERM: 2 YEARS

*The Council provides public funding for the arts, humanities, and interpretive sciences by granting funds to individuals and organizations in the community. Its duties also include soliciting community input and assessing local cultural needs.*

### FINANCE COMMITTEE (A)

MEMBERS: 7  
AVERAGE MEETINGS: 1 PER WEEK (SEP TO MAY)  
TERM BEGINS: JUNE  
LENGTH OF TERM: 3 YEARS

*The Committee meets with each Town Department head, considers the merits of the individual budget in terms of the Town's total needs and the limits of the total monies available, and prepares the final budget recommendations for the Annual Town Meeting.*

### HISTORICAL COMMISSION (A)

MEMBERS: 7  
AVERAGE MEETINGS: 1 PER MONTH  
TERM BEGINS: JUNE  
LENGTH OF TERM: 3 YEARS

*The Commission works to promote the preservation, promotion, and development of the historical assets of the Town. It conducts research to identify places of historical value and actively urges other alternatives before destroying a historically important building or site.*

### HISTORIC DISTRICT COMMISSION (A)

MEMBERS: 5  
AVERAGE MEETINGS: 1 PER MONTH  
TERM BEGINS: JUNE  
LENGTH OF TERM: 3 YEARS

*The Commission works to preserve and protect the buildings and places within the Chelmsford Center Historic District.*

### HOUSING AUTHORITY (E)

MEMBERS: 5  
AVERAGE MEETINGS: 1 PER MONTH  
TERM BEGINS: TBD  
LENGTH OF TERM: 5 YEARS

*The Housing Authority works to provide an adequate supply of low and moderate income housing for Town Residents.*

### MIDDLESEX CANAL COMMISSION (A)

MEMBERS: 1  
AVERAGE MEETINGS: TBD  
TERM BEGINS: JUNE  
LENGTH OF TERM: 2 YEARS

*The Commission works to maintain the Middlesex Canal Heritage Park and to inform, inspire, and draw the public to this nationally significant landmark.*

### PERSONNEL BOARD (A)

MEMBERS: 5  
AVERAGE MEETINGS: TBD  
TERM BEGINS: JUNE  
LENGTH OF TERM: 2 YEARS

*The Personnel Board works in conjunction with the Town Manager in developing Personnel Rules and Regulations and the classification and compensation system of the town.*

### PLANNING BOARD (E)

MEMBERS: 7  
AVERAGE MEETINGS: 2 PER MONTH  
TERM BEGINS: APRIL  
LENGTH OF TERM: 3 YEARS

*The Board is the regulatory agency most responsible for ensuring that development occurs in a manner that is beneficial to the Town. It enforces several acts and reviews all subdivisions, site plans, and the creation of lots on existing ways.*



# BOARDS & COMMITTEES



## Committee Descriptions

### RECYCLING COMMITTEE (A)

MEMBERS: 9  
AVERAGE MEETINGS: 1 PER MONTH  
TERM BEGINS: JULY  
LENGTH OF TERM: 3 YEARS

*The Committee works to reduce solid waste disposal costs by decreasing the quantity of solid waste disposed and increasing the quantity of recyclables collected. The committee also works to increase the number of recycling participants.*

### SCHOOL COMMITTEE (E)

MEMBERS: 5  
AVERAGE MEETINGS: 2 PER MONTH  
TERM BEGINS: APRIL  
LENGTH OF TERM: 3 YEARS

*The Committee has general charge of the public schools of the Town. The powers include appointing a superintendent and all other officers and employees of the school, and making rules and regulations.*

### SEWER COMMISSION (E)

MEMBERS: 5  
AVERAGE MEETINGS: TBD  
TERM BEGINS: APRIL  
LENGTH OF TERM: 3 YEARS

*The Commission's objective is to supervise, manage, and control the construction of sewer lines in town. It also works to complete the sewerage program that the residents of Chelmsford voted for in 1995.*

### SIGN ADVISORY COMMITTEE (A)

MEMBERS: 7  
AVERAGE MEETINGS: TBD  
TERM BEGINS: JUNE  
LENGTH OF TERM: 3 YEARS

*The Committee reviews and comments on sign permits and applications for other special permits.*

### TELECOMMUNICATIONS ADVISORY COMMITTEE (A)

MEMBERS: 4  
AVERAGE MEETINGS: TBD  
TERM BEGINS: JUNE  
LENGTH OF TERM: 3 YEARS

*The Committee monitors the terms and conditions of the current cable contract. The members also work to assist in the licensing of additional cable service providers to enhance the service options available to the residents.*

### TOWN CELEBRATION COMMITTEE/ 4TH OF JULY COMMITTEE (A)

MEMBERS: 5  
AVERAGE MEETINGS: 1 PER MONTH  
TERM BEGINS: JULY  
LENGTH OF TERM: 1 YEAR

*The Committee plans and carries out the annual three-day Fourth of July celebration in Chelmsford.*

### TOWN MEETING REPRESENTATIVES (E)

MEMBERS: 162  
AVERAGE MEETINGS: 2 PER YEAR (SPRING & FALL)  
TOWN MEETINGS INVOLVE MULTIPLE SESSIONS & SPECIAL TOWN MEETINGS, AS NEEDED  
TERMS BEGIN: APRIL  
LENGTH OF TERM: 3 YEARS

*The legislative body of the Town is a Representative Town Meeting consisting of 162 elected representatives from nine voting precincts. Members participate in the Spring and Fall Annual Town Meeting and all Special Town Meetings. Members also keep abreast of Town business year-round and attend informational sessions as needed in preparation for all Town Meeting sessions and votes for all warrant articles.*

### VETERANS EMERGENCY FUND COMMITTEE (A)

MEMBERS: 9  
AVERAGE MEETINGS: AS NEEDED.  
TERM BEGINS: JUNE  
LENGTH OF TERM: 3 YEARS

*The Committee works to provide WWII veterans with financial need in the form of material grants for food, housing, limited medical care and utilities.*



# BOARDS & COMMITTEES



## Committee Descriptions

WATER (CHELMSFORD CENTER) COMMISSION (E)  
MEMBERS: 3  
AVERAGE MEETINGS: TBD  
TERM BEGINS: APRIL  
LENGTH OF TERM: 3 YEARS

*The Commission oversees the water takers of the Center District and regulates the bylaws as it deems necessary.*

WATER (NORTH) COMMISSION (E)  
MEMBERS: 3  
AVERAGE MEETINGS: TBD  
TERM BEGINS: APRIL  
LENGTH OF TERM: 3 YEARS

*The Commission oversees the water takers of North Chelmsford and regulates the bylaws as it deems necessary.*

WATER (EAST) COMMISSION (E)  
MEMBERS: 3  
AVERAGE MEETINGS: TBD  
TERM BEGINS: APRIL  
LENGTH OF TERM: 3 YEARS

*The Commission oversees the water takers of East Chelmsford and regulates the bylaws as it deems necessary.*

ZONING BOARD OF APPEALS (A)  
MEMBERS: 5  
AVERAGE MEETINGS: 2 PER MONTH  
TERM BEGINS: JUNE  
LENGTH OF TERM: 3 YEARS

*The board hears petitions and applications for variances, special permits, comprehensive permits, and several other appeals. The Board also decides, upon appeal, the application of the zoning, subdivision, sign, and building bylaws.*

## Good Government Begins With You!

*For more information about  
volunteer opportunities and options  
for civic participation in the  
Town of Chelmsford,*

*please visit the Town's official website at  
[www.townofchelmsford.us](http://www.townofchelmsford.us)*

*To apply for an appointed position,  
please call the  
Town Manager's Office  
978-250-5201*

*For more information about running  
for an elected position,  
please call the  
Town Clerk's Office  
978-250-5205*

THE ANNUAL REPORT OF THE TOWN OF CHELMSFORD IS COMPILED & DESIGNED IN THE TOWN MANAGER'S OFFICE ON BEHALF OF THE BOARD OF SELECTMEN AND THE CITIZENS OF CHELMSFORD.  
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350TH  
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CELEBRATION

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HISTORIC BARN & HOME AT  
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AT THE  
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SPECIAL THANKS IS EXTENDED TO STAFF DONNA MCINTOSH,  
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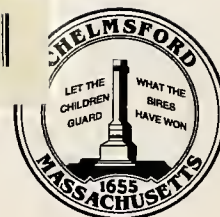
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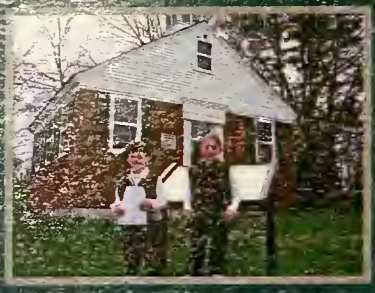
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