

# TOWN OF CHELMSFORD

ANNUAL TOWN REPORT • FISCAL 2020



PETITIONS

- Educate Children on Racism Through Justice for Breonna Taylor
- Hands Up Act
- Fight for Breonna
- Run with Ahmaud
- Justice for George

YOUR SIGNATURE SALES

NO MORE  
**HOW MANY MORE?**  
BLACK LIVES MATTER

Black Lives Matter

WAKE UP  
SPEAK UP

NO JUSTICE NO PEACE

Justice For



# TOWN OF CHELMSFORD



## ANNUAL TOWN REPORT FISCAL 2020

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### Meeting Schedules

**Board of Selectmen**, Town Offices  
6 PM - alternating Mondays

**School Committee**, 230 North Road  
6 PM - alternating Tuesdays

**Planning Board**, Town Offices  
7 PM - 2nd & 4th Wednesday

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



## Dedication

### Emma Walsh

The 2020 Annual Town Report is being dedicated to CHS senior, Emma Walsh. Emma is a bright, ambitious, and socially conscious young woman. She is proof that one person can ignite the passions of a community and unify people to take action for a just cause.



Emma organized the Black Lives Matter vigil on the Town Common after seeing coverage of the killing of George Floyd. Emma says she was motivated to do the vigil because she "was troubled by everything happening in the country, by the injustices that happen every day." She expressed frustration with an education system that does not give students the whole picture and with the echo chamber of social media. Feeling the need to act, Emma reached out to a few of her friends and came to the decision that a vigil for Mr. Floyd would be a good start.

The event was attended by hundreds of people. It was peaceful, respectful and everyone followed Covid-19 guidelines. Emma shared afterwards that she was "especially happy with how the event inspired people in town to make changes within our community," pointing out that the town now has a diversity committee and that, because of the student activists, the School Committee has a team re-evaluating textbooks that are part of the curriculum. Young people around the world are working and organizing to imagine and create a better future for us all. They have the courage to question old assumptions and to reject an unjust status quo. Like Emma, they give us hope that we can all stand together against racism and injustice in our own community and work toward equity and inclusion for all. Thank you, Emma, for opening our eyes and motivating our spirits.

### Pastor Steve Burkett

A special dedication also goes to Pastor Steve Burkett who served as the Chelmsford Fire Department Chaplin since 2001. Through the years, Pastor Steve has paid visits to injured firefighters, attended calling hours at funeral homes, and led prayers at 9-11 programs and official ceremonies. In moments of tragedy, he has offered solace to firefighters and community members in need. He provided comfort and friendship to all he encountered. Pastor Steve retired on June 28, 2020 and he and his family moved back home to Maine.





## In Memoriam

### George L. Merrill

Mr. George Leslie Merrill of North Chelmsford, MA died Tuesday March 3, 2020 at Lowell General Hospital after a short illness surrounded by his loving family.



He was married to Mrs. Patricia Ann (Toms) Merrill with whom he would have celebrated their 67th wedding anniversary on May 9, 2020.

Born in Lowell, MA on October 9, 1929, he was the son of the late John L. and Grace E. (Robinson) Merrill. He was a graduate of Chelmsford High School with the class of 1947, and also attended the Lowell Textile Institute.

He served with the U.S. Air Force as a navigator during the Korean War and the Vietnam War, Mr. Merrill retired with the rank of Lieutenant Colonel from the Air Force in 1981.

He was employed over the years with Raytheon in Andover, LeMasurier Granite of North Chelmsford, and Laughton's Gardens also in North Chelmsford.

He was a member and Chairman of the board of the finance committee of the Congregational Church in North Chelmsford.

He was a member of Chelmsford Historic Commission, Gideons International, and AFNOA Air Force Navigator Observer Assoc. George also represented precinct #2 at the Town of Chelmsford town meetings.

Besides his wife he is survived by two sons, Leslie W. and his wife, Lynda (Young) Merrill of N. Chelmsford, Jeffrey D. Merrill of N. Chelmsford, two daughters, Lynn M. Paulovicks of New Fairfield, CT, Judy A. Metz of N. Chelmsford, a brother, Russell W. and his wife, Beverly Merrill of Chelmsford, a sister, Grace E. Jones of Fallon, NV, seven grandchildren, 13 great-grandchildren, and many nieces, nephews and close friends.

He was the brother of the late David Merrill of Salt Lake City, UT.

### Margaret Dunn

Margaret Dunn, 87, of Chelmsford, passed away on January 13, 2020 after a brief illness.



Known to her family and friends as Peggy, she was born on March 18, 1932 in Milford, to the late Margaret and Edward O'Grady.

Peggy was a graduate of Marlboro High School, and after graduation, she met and she married her late husband, Douglas Dunn of Natick. Peggy had a very successful administrative career with Digital Electronic Computers.

After her retirement, Peggy eagerly went on to serve the community of Chelmsford, non-stop, by her active membership on numerous committees and participating in various civic projects.

Her favorite was the creation of Winter Fest. Peg also served as library trustee, and town representative for many years.



# Town Administration

## Elected Officials *Town Clerk's Listing as of June 2, 2020\**

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### BOARD OF SELECTMEN – 3 year Term

---

- 2021 George R. Dixon, Jr.  
15 Edgelawn Drive
- 2021 Emily R. Antul, Clerk  
9 Mansur Street
- 2022 Virginia E. Crocker Timmins  
28 Lovett Lane
- 2022 Patricia Wojtas, Vice Chair  
24 Elm Street
- 2023 Kenneth M. Lefebvre, Chair  
3 Moonbeam Avenue

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### BOARD OF HEALTH – 3 year Term

---

- 2021 Annmarie Roark  
9 Natalie Road
- 2022 Eric Andrew Meikle  
16 Seventh Street
- 2023 <sup>1</sup>Richard J. Day  
6 Merilda Avenue

---

### CEMETERY COMMISSION – 3 year Term

---

- 2021 Valerie Peterson Shupe  
6 Laredo Drive
- 2022 Gerald L. Hardy  
6 Lynn Avenue
- 2023 Thomas A. St. Germain  
16 Galloway Road

---

### HOUSING AUTHORITY – 5 year Term

---

- Michael Murray  
Governor Appointee
- 2021 Georgiana C. Mueller  
114 Riverneck Road
- 2022 Fredrick K. Ramseyer  
5 Lovett Lane
- 2025 Denise Marcaurelle  
7 Whippletree Road

---

### LIBRARY TRUSTEES – 3 year Term

---

- 2021 Laura Ecker  
9 Balsam Drive
- 2021 David M. Braslau  
99 High Street
- 2022 Jillian Kenny  
8 Woodlawn Avenue
- 2022 Katy Wood Van Dyne  
29 Brentwood Road
- 2023 Margaret E. Marshall  
2 Draycoach Drive
- 2023 Adam Schertzer  
15 Juniper Street
- 2023 <sup>2</sup>Jane S. Collins  
104 Turnpike Road

---

### MODERATOR – 3 year Term

---

- 2023 Jon Kurland  
17 Mansfield Drive

\*local election rescheduled due to pandemic  
<sup>1</sup>Replaced Nicholas Parlee

<sup>2</sup>Replaced Sarah Conte



**Elected Officials** *Town Clerk's Listing as of June 2, 2020\**

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**PLANNING BOARD – 3 year Term**

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**Associate, 2 year term**

- 2021 Glenn Kohl  
26 Wildwood Street
  
- 2021 Timothy Shanahan  
18 Housatonic Avenue
  
- 2021 Donald Van Dyne  
29 Brentwood Road
  
- 2022 Henry Parlee, Jr.  
135 Pine Hill Road
  
- 2022 Michael S. Walsh  
7 Burton Lane
  
- 2021 Henry A. Houle, Associate Member  
1 Pearson Street
  
- 2023 Michael Raisbeck  
85 High Street
  
- 2023 Nancy Araway  
85 High Street

---

**SCHOOL COMMITTEE – 3 year Term**

---

- 2021 Donna M. Newcomb  
16 Janet Road
  
- 2022 John W. Moses, Secretary  
49 Parkerville Road
  
- 2022 Maria L. Santos  
19 Parkhurst Road
  
- 2023 Dennis King II  
35 Bridge Street
  
- 2023 <sup>3</sup>Jeffrey D. Doherty  
56 Thomas Drive

\*Replaced W. Allen Thomas



## 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.chelmsfordma.gov](http://www.chelmsfordma.gov) or by contacting the Town Clerk's Office at 978-250-5205.

The list is current as of the June 2, 2020 local election.

### Precinct 1

Candace O. Chase	2021
Samuel P. Chase	2021
Theresa R. Feely	2021
Stacey Ladd Mulholland	2021
Kevin B. Ready	2021
Colleen A. Stansfield	2021

Nancy K. Araway	2022
Deirdre Connolly	2022
Matthew J. Hanson	2022
Karen I. Kowalski	2022
Michael N. Raisbeck	2022
Joseph D. Ready	2022

Kathryn Brough	2023
Dennis F. King II	2023
Elaine M. MacDonald	2023
<sup>1</sup> Donna Lee Ready	2023
John J. Tubridy	2023
Kathleen A. Tubridy	2023

### Precinct 2

Colleen M. Arrington	2021
Jamie E. Dillon	2021
<sup>2</sup> Sara Ward Medsger	2021
Jeffrey D. Merrill	2021
Janet E. Murphy	2021
David E. Rand	2021

JoEllen Carkin	2022
James E. Clancy, IV	2022
Valerie Diggs	2022
Kevin Goscila	2022
Delores E. Miller	2022
Branden Morris	2022

<sup>3</sup> William E. Cody	2023
Sarah Haven Davis	2023
Albert Glenn Diggs	2023
<sup>4</sup> William John Gilet, Jr	2023
Adam R. McCusker	2023
<sup>5</sup> Kenneth J. Tassi	2023

<sup>1</sup>Replaced Jessica French Goyette  
<sup>2</sup>Replaced George L. Merrill, deceased March 2020  
<sup>3</sup>Write in candidate replaced Emily R. Antul  
<sup>4</sup>Write in candidate replaced Paul J. Nutter  
<sup>5</sup>Write in candidate replaced Sia T. Pappas

### Precinct 3

Helen H. Blaisioli	2021
Scott C. Davidson	2021
George R. Dixon, Jr.	2021
David W. Hadley	2021
Michael F. McCall	2021
Kayla Marie Rennie	2021

H. Steven Flynn	2022
Jeffrey A. Miller	2022
M. Janice Spence	2022
Virginia Crocker Timmins	2022
Elizabeth A. Twombly	2022
Michael Walsh	2022

Tammy B. Arena	2023
Kaitlyn O. McCabe	2023
Ruth E. Monahan	2023
Meredith A. Moore	2023
Eric Salerno	2023
S. George Zaharoolis	2023

### Precinct 4

Diane McKenna Baxter	2021
Henry A. Houle	2021
Brian P. Latina	2021
Helen A. Manahan	2021
Sheila E. Pichette	2021
Nancy S. Sousa	2021

Christine E. Bowman	2022
Richard B. Fratus	2022
Nicole A. Geada	2022
Christopher R. Lavallee	2022
John T. Plunkett IV	2022
Carl H. Sterling, Jr.	2022

Marlene Cote	2023
Linda A. Jones	2023
Dennis P. Sheehan	2023
Daniel J. Sullivan, III	2023
Kathleen M. Sullivan	2023
Annita Tanini	2023





## Town Meeting Representatives

### Precinct 5

Pamela Holmes	2021
Daniel Tang	2021
W. Allen Thomas, Jr.	2021
Evelyn S. Thoren	2021
Karen D. Uttecht	2021
Patricia Wojtas	2021
Susan E. Carter	2022
Mary-Frances Doiron	2022
Alvin J. Drehman	2022
Thomas R. Fall	2022
Badhri Uppiliappan	2022
Robert J. Uttecht	2022
David P. Foley	2023
Maureen M. Foley	2023
Carol Kelly-Suleski	2023
<sup>1</sup> Christine M. Lindberg	2023
<sup>2</sup> Sally M Murphy	2023
<sup>3</sup> Cheryl M. Perkins	2023

### Precinct 6

Stephen J. Ball	2021
Janet G. Dubner	2021
Mary E. Frantz	2021
Sherman D. Horton III	2021
Ameena M. Langford	2021
Linda M. Lee	2021
Joanne M. Anderson	2022
Hana Barker	2022
Jennifer Battelle	2022
Edward J. Buckley Jr.	2022
Ginger Diane Skoog	2022
Virginia L. Williams	2022
<sup>4</sup> Jeffrey J. Bernier	2023
<sup>5</sup> Adam N. Brandow	2023
Deborah L. Dery	2023
Kenneth M. Lefebvre	2023
<sup>6</sup> Chris J. Oak	2023
<sup>7</sup> Kirk P. Pita	2023

<sup>1</sup>Appointed to fill vacancy caused by failure to elect due to tie vote, replaces Glenn Thoren  
<sup>2</sup>Replaced Christine Lindberg  
<sup>3</sup>Replaced Kerrie Anne Moore  
<sup>4</sup>Replaced Paul H. Fenders  
<sup>5</sup>Replaced Lori E. Kulis  
<sup>6</sup>Replaced Neal M. Lerer  
<sup>7</sup>Replaced Edmond N. Roux

### Precinct 7

Jean W. Labrecque	2021
James M. Lane, Jr.	2021
Susan M. Mackinnon	2021
Donna L. Parlee	2021
Henry G. Parlee, Jr.	2021
Philip Stanway	2021
Judith K. Carven	2022
Susan J. Gates	2022
Katherine C. Harbison	2022
Kevin E. Porter	2022
Andrew V. Silinsh	2022
James M. Curley	2023
Katherine H. Duffett	2023
Richard Fallon	2023
Clare L. Jeannotte	2023
Helaine Kaplan	2023
Randy S. Leach	2023

### Precinct 8

Daniel W. Burke	2021
Dean L. Contover	2021
David P. Goselin	2021
Thomas E. Moran	2021
Maria I. Santos	2021
Angelo J. Taranto	2021
Julia Marie Novak Colwell	2022
Christopher T. Garrahan, III	2022
Joyce E. Johnson	2022
<sup>8</sup> Pragneshkumar Patel	2021
Samuel Poulten	2022
William D. Wagner	2022
Daniel J. Ahern	2023
<sup>9</sup> William D. Askenberg, Jr.	2023
Alexander W. Gervais	2023
<sup>10</sup> Eric L. Maase	2023
<sup>11</sup> Inderpreet Singh	2023
Glenn R. Thoren, Jr.	2023

<sup>8</sup>Appointed to replace Patricia Magnell, one-year unexpired term in 2021  
<sup>9</sup>Replaced Michael F. Curran  
<sup>10</sup>Replaced Meaghan Marnell  
<sup>11</sup>Replaced Leonard A. Olenchak, Jr.

### Precinct 9

Daniel R. Colucci	2021
Rebecca J. Gore	2021
Susan B. Graves	2021
Patrick A. Snow	2021
Nicole Toomey	2021
Michael S. Young	2021
Joyce Brady Bean	2022
Catherine O. Dodge	2022
Donna M. Newcomb	2022
Jason M. Poor	2022
Johanna M. Shaw	2022
Robert F. Walton	2022
Francis J. Barre	2023
Douglas Byron Bruce	2023
Susan I. Dandaraw	2023
<sup>12</sup> Sara M. Hesselton	2023
Caroline Carrie Wetzell	2020
<sup>13</sup> Diane L. Colucci	2023

<sup>12</sup>Replaced Danielle B. Evans  
<sup>13</sup>Replaced James M. Young



## Appointed Officials

### ADA Coordinator

*one-year term*

Leonard Olenchak, Jr. 6/30/2021

### Accountant

Darlene Lussier

Jack MacLeod, Assistant

### Agricultural Commission

*5-member, three-year term*

Glenn Kohl 6/30/2021

James Dergay 6/30/2021

Henry Parlee, Jr. 6/30/2022

Philip Jones 6/30/2023

John Swenson 6/30/2023

### Animal Control Officer

Mark Cianci

Erik Merrill

### Animal Inspector

*one-year term*

Mark Cianci 4/30/2021

Erik Merrill 4/30/2021

### Appeals, Board of

*5-member, three-year term plus 3 associates, one-year term*

<sup>1</sup>Ida Gates, Assoc. 6/30/2020

Jamie Brown, Assoc. 6/30/2021

Erin Drew, Assoc. 6/30/2021

Mark Carota 6/30/2021

Steven Mendez 6/30/2022

Charles Wojtas 6/30/2022

Nancy Morency 6/30/2023

Brian Reidy 6/30/2023

### Arts and Technology Education Fund

*7-member three-year terms*

Dr. Jay Lang, Superintendent

Hana Barker 6/30/2021

Angelo Taranto 6/30/2021

Jeffery Porzio 6/30/2021

Kirk Marshall 6/30/2022

Carrie Meikle 6/30/2022

Evelyn Thoren 6/30/2023

Beverly Barrett 6/30/2023

### Assessors, Board of

*3-member, three-year term*

Francis Reen, Jr., Chief Assessor

Kevin Sullivan 6/30/2020

John Duffett 6/30/2021

Samuel Chase 6/30/2022

### Bicycle and Pedestrian Advisory Committee

*9-member, three-year term*

<sup>2</sup>Robert Morse 6/30/2020

<sup>3</sup>Karen Taylor 6/30/2020

David Antonelli 6/30/2021

Thomas Gazda 6/30/2021

Robert Klinkhammer 6/30/2021

Michael Carignan 6/30/2022

Steven Pustell 6/30/2022

James Kelsey 6/30/2023

Robert Schneider 6/30/2023

### Building Inspector

Shaun Shanahan, Building

Commissioner

Martin Allan, Local Inspector

### Capital Plan Committee

*7-member, one-year term*

John Sousa, Jr., Finance Director

Darlene Lussier, Accountant

Emily Antul, Select Board 4/2/2020

Jeffrey Doherty, School 4/2/2020

Jillian Kenney, Library 4/2/2020

Michael Curran 6/30/2021

Christopher Lavallee 6/30/2021

### Cemetery Commission

David Boyle, Superintendent

### Center for the Arts Advisory Committee

*9-member, one-year term*

<sup>4</sup>Karen Cawley 6/30/2020

<sup>5</sup>Donald Van Dyne 6/30/2020

<sup>6</sup>Michael Messier 6/30/2020

Sean Carnathan 6/30/2021

Susan Gates, Exec. Dir. 6/30/2021

Katherine Harbison 6/30/2021

Barbara Reilly 6/30/2021

William Sparks 6/30/2021

Dacey Zouzas 6/30/2021

### Center Village Master Plan Implementation Committee

*7-member, one-year term*

<sup>7</sup>Donald Van Dyne 6/30/2020

Janet Askenburg 6/30/2021

John Handley 6/30/2021

Brian Milisci 6/30/2021

Michael Rigney 6/30/2021

Eileen DeChaves 6/30/2021

### Community Action Program Committee

*7-member, three-year term*

James Callahan 6/30/2021

David Sperry 6/30/2021

Joanne Stanway 6/30/2021

John Tubridy 6/30/2021

Elissa Magnant 6/30/2021

Olivia Ventullo 6/30/2021

### Community Development

Evan Belansky

### Community Preservation Fund Committee

*9-member, three-year term*

Evan Belansky Com Dev

Christopher Garrahan Con Com Rep

Connie Donahue HA Rep

Gary Persichetti DPW

Linda Prescott HC Rep

Henry Parlee, Jr. PB Rep

Judy Carven 6/30/2021

<sup>8</sup>Sandi Martinez 6/30/2020

Emily Antul BOS Rep

<sup>1</sup> Vacancy as of 6/3/2020

<sup>2</sup> Vacancy as of 6/30/2020

<sup>3</sup> Vacancy as of 6/30/2020

<sup>4</sup> Vacancy as of 6/30/2020

<sup>5</sup> Vacancy as of 6/30/2020

<sup>6</sup> Vacancy as of 6/30/2020

<sup>7</sup> Vacancy as of 6/30/2020

<sup>8</sup> Vacancy as of 6/30/2020



## Appointed Officials

### Conservation Commission

*7-member, three-year term*

Katharin Messer, Conservation Agent	
Christopher Garrahan III	6/30/2021
Karl Bischoff	6/30/2021
William Vines	6/30/2021
Marc Gibbs	6/30/2022
David McLachlan	6/30/2022
Chris Tymula	6/30/2023
<sup>9</sup> John Swenson, Jr.	6/30/2023

### Constable

Edwin Paul Eriksen	6/30/2021
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### Constable Deputies

Kevin Whippen	12/31/2020
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### Council on Aging

*11-member plus 5-associate members, three-year term*

Diana Boisvert	6/30/2021
Fred Brusseau	6/30/2021
Leonard Olenchak, Jr.	6/30/2021
Paul Der Ananian	6/30/2022
Ruth I'Anson	6/30/2022
Jan Mounsey, Assoc.	6/30/2022
Martha Sperry	6/30/2022
Jennifer Hardy, Assoc.	6/30/2023
Louise Myers	6/30/2023
Ami Ogrady	6/30/2023
Anne Smith	6/30/2023

### Cultural Council

*9-member, three-year term*

<sup>10</sup> John Mejia	6/30/2020
<sup>11</sup> Subroto Mukherjee	6/30/2020
<sup>12</sup> Cynthia Cantrell	6/30/2021
Kelly Guy	6/30/2021
Patricia Mescall	6/30/2021
Barbara Reilly	6/30/2022
William Sparks	6/30/2022
Timothy Beary Jr.	6/30/2023

### Department of Public Works

Gary Persichetti	Director
Steve Jahnle	Asst. Director

### Disabilities, Commission on

*9-member, three-year term*

Leonard Olenchak	6/30/2021
Anne Smith	6/30/2021
Joanne Stanway	6/30/2021
Terrance Doherty	6/30/2022
Paul Smith	6/30/2022
Jonathan Tilley	6/30/2022
Gloria Aronson	6/30/2023
John Duggan	6/30/2023
Joseph O'Neil	6/30/2023

### Dog Park Advisory Committee

*5-member, one-year term*

<sup>13</sup> Arthur Corsino	6/30/2021
Danielle Corsino	6/30/2021
Elizabeth Bukala	6/30/2021
Erik Merrill	6/30/2021
Vivian Merrill	6/30/2021

### Economic Development Commission

*7-member, three-year term*

Michael Kowalyk	6/30/2021
Donald Van Dyne	6/30/2021
Samuel Chase	6/30/2022
Peter McAllister	6/30/2022
Laura Smith	6/30/2022
Thomas Boucher	6/30/2023
John Wellman	6/30/2023

### Electrical Inspector

Dennis Kane, Jr.

### Energy Conservation Committee

*9-member, three-year term*

Kathleen Canavan, Facilities Manager	
Melissa Joyce, Energy Manager	
<sup>14</sup> Joseph Dussault	6/30/2020
<sup>15</sup> David Sperry	6/30/2020
Aaron Cunningham	6/30/2021
Brandon Johnson	6/30/2021
Thomas Amiro	6/30/2022
Alexander DeFreitas	6/30/2022

### Finance Committee

*7-member, three-year term*

Ameena Langford	6/30/2021
Vicky Parks	6/30/2021
Annita Tanini	6/30/2021
Eric Chambers	6/30/2022
David Goselin Sr	6/30/2022
Katherine Duffett	6/30/2023
James E. Clancy, IV	6/30/2023

### Finance Director

John Sousa, Jr.

### Fire Department

Chief	Gary Ryan
Deputy Chief	Michael Donoghue

### Hazardous Waste Coordinator

Susan Rosa	6/30/2021
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### Historic District Commission

*5-member, three-year term*

<sup>16</sup> Cynthia Acheson	6/30/2020
<sup>17</sup> Patrick Wood	6/30/2020
<sup>18</sup> Lisa Grasso, Alt.	6/30/2021
Brenda Lovering	6/30/2022
Deborah Taverna	6/30/2022
<sup>19</sup> Janet Askenburg	6/30/2023
Debra Belden	6/30/2023
John Handley	6/30/2023

9 Replaced John Souza, deceased  
 10 Vacancy as of 6/30/2020  
 11 Vacancy as of 6/30/2020  
 12 Replaced Suzette Jefferson unexpired term  
 13 Replaced Sarah Creegan  
 14 Vacancy as of 6/30/2020  
 15 Vacancy as of 6/30/2020  
 16 Vacancy as of 6/30/2020  
 17 Vacancy as of 6/30/2020  
 18 Replaced Janet Askenburg as Alternate  
 19 Full member from Alternate, replaced Cynthia Acheson 5/18/20



## Appointed Officials

### Historical Commission

*7-member, three-year term*

James Geraghty	6/30/2021
Frederic Merriam	6/30/2021
Linda Prescott	6/30/2021
William Arvidson	6/30/2022
Deborah Taverna	6/30/2022
Brian Stripp	6/30/2023
<sup>20</sup> David Vigeant	6/30/2023

### Holiday Decoration Committee

*7-member, one-year term*

John Floria	12/31/2020
Alison Ludwig	12/31/2020
Erik Merrill	12/31/2020
Vivian Merrill	12/31/2020
Sharon Smith	12/31/2020
Colleen Stansfield	12/31/2020

### Housing Advisory Board

*5-member, two-year term*

<sup>21</sup> John Edward	6/30/2020
George R. Dixon, Jr.	4/6/2021
Timothy Shanahan	4/6/2021
Connie Donahue	6/30/2021
Deborah Taverna	6/30/2022

### Master Plan Update Committee

*7-member, one-year term*

Nancy Araway	6/30/2021
Kenneth Lefebvre	6/30/2021
William Murphy	6/30/2021
Joseph Ready	6/30/2021
Scott Rummel	6/30/2021
Donald Van Dyne	6/30/2021

### Military Community Covenant Task Force

*7-member, three-year term*

Lisa Devine	6/30/2021
Steven Miller	6/30/2021
Charles Fidler	6/30/2022
Bradley Pantan	6/30/2022
James Curley	6/30/2023
Brian Fredricksson	6/30/2023
Patricia Wojtas	6/30/2023

### Nashoba Valley Tech High School District

*3-member plus 1-alternate member, three-year term*

Denise Pigeon, Superintendent	
Samuel Poulten	3/31/2021
Donald Ayer	3/31/2022
Lawrence MacDonald	3/31/2023
Clare Jeannotte, Alt.	3/31/2022
Clare Jeannotte, Assoc.	3/31/2023

### North Town Hall Advisory Committee

*6-member, one-year term*

Laura Lee	6/30/2021
Paula Nawoichik	6/30/2021
Donna Salyards	6/30/2021
John Thompson	6/30/2021
Karen Thorp-Dussourd	6/30/2021
Joseph Tierney	6/30/2021

### Parade Committee

*15-member, one-year term*

Paul Cohen, Town Manager	
Scott Amos	7/31/2021
Kevin Beaudoin	7/31/2021
James Dolan II	7/31/2021
Paul Hardy, Jr.	7/31/2021
Jennifer Hardy	7/31/2021
Debra Haywood	7/31/2021
Alison Ludwig	7/31/2021
Sharon McNamara	7/31/2021
John Osborn	7/31/2021
Ryan Reveley	7/31/2021
Rick Romano	7/31/2021
Donna Sargent	7/31/2021
Colleen Stansfield	7/31/2021

### Permanent Building Committee

*7-member, three-year term*

Gary Persichetti, DPW Director	
Timothy Powderly	6/30/2021
Evelyn Thoren	6/30/2021
Eric Johnson	6/30/2022
Steven Roberts	6/30/2022
Debra Belden	6/30/2023

### Personnel Board

*5-member, two-year term*

Jeanne Parziale, Director of Human Resources	
John Roark	6/30/2021
Jessica Porter	6/30/2021
Ann Wade	6/30/2022
Patrick Lawlor	6/30/2022

### Personnel Director

Jeanne Parziale

### Playground Inspector

Steve Callaghan

### Plumbing Inspector

Donald Morash

### Police Department

Chief James Spinney  
Deputy Chief Daniel Ahern

### Public Records Advisory Committee

*5-member, one-year term*

<sup>22</sup> Brian Herzog	6/30/2020
Jennifer Almeida	6/30/2021
Patricia Dzuris	6/30/2021
Linda Prescott	6/30/2021
John Sousa	6/30/2021

### Recycling Committee

*9-member, one-year term*

Melissa Joyce, Sustainability Manager	
Aaron Cunningham	6/30/2021
Jocelyn Demuth	6/30/2021
Norman Eisenmann	6/30/2021
Rebecca Gore	6/30/2021
<sup>23</sup> Mary Beth Hayes	6/30/2021
<sup>24</sup> Elizabeth Mattson	6/30/2021
Virginia Williams	6/30/2021
Karen Willis	6/30/2021

<sup>20</sup> Replaced William Nolan  
<sup>21</sup> Vacancy as of 6/30/2020  
<sup>22</sup> Vacant as of 6/30/2020, will be filled by new Assistant Library Director  
<sup>23</sup> Replaced Stephen Maher  
<sup>24</sup> Replaced Mark Gallagher deceased



## Appointed Officials

### Registrars, Board of

*3-member, three-year term*

Patricia Dzuris, Town Clerk  
 Thomas R. Fall 6/30/2021  
 Curtis Barton 6/30/2022  
 James M. Lane, Jr. 6/30/2023

### Roberts Field Advisory Committee

*7-member, one-year term*

<sup>25</sup>Tameka O'Brien 6/30/2020  
 William Askenburg, Jr. 6/30/2021  
 Elisabeth Bobrow 6/30/2021  
 Marcus Bush 6/30/2021  
<sup>26</sup>Barry Jefferson 6/30/2021  
 Adelle Stavis 6/30/2021  
 Justin Whitehouse 6/30/2021

### Stormwater Master Plan Advisory Committee

*15-member, one-year term*

Joanne Anderson 6/30/2021  
 Emily Antul 6/30/2021  
 Diane Baxter 6/30/2021  
 Evan Belansky 6/30/2021  
 Samuel Chase 6/30/2021  
 Katherine Duffett 6/30/2021  
 Katharine Guertin 6/30/2021  
 Steve Jahnle 6/30/2021  
 Christina Papadopoulou 6/30/2021  
 Susan Rosa 6/30/2021  
 Shaun Shanahan 6/30/2021  
 Courtney Thompson 6/30/2021  
 Glenn Thoren 6/30/2021  
 William Wagner 6/30/2021  
 Michael Walsh 6/30/2021  
 Carrie Wetzell 6/30/2021

### Sustainability Manager

Melissa Joyce

### TREE Committee

*5-member, three-year term*

Virginia Marshall 6/30/2021  
 Brian Zuzelo 6/30/2022  
 James Martin 6/30/2023

### Town Clerk

Patricia Dzuris  
 MaryLou Carney, Assistant

### Town Manager

Paul E. Cohen  
 Michael McCall, Assistant

### Town Treasurer/Tax Collector

John B. Sousa, Jr.  
 Kim Pease, Assistant

### Veterans Agent

Regina B. Jackson

### Values and Vision Committee

*5-member, one-year term*

Emily Antul 6/30/2021  
 Deirdre Connolly 6/30/2021  
 Virginia Crocker Timmins 6/30/2021  
 Aaron Cunningham 6/30/2021  
 Michael McCall 6/30/2021

### Vinal Square Strategic Action Plan Committee

*7-member, one-year term*

<sup>27</sup>William Vines 6/30/2020  
<sup>28</sup>Kenneth Pantuso 6/30/2020  
 William Gilet Jr. 6/30/2021  
 Laura Lee 6/30/2021  
 Janet Murphy 6/30/2021  
 Joseph Tierney 6/30/2021  
 Michael Walsh 6/30/2021

<sup>25</sup> Vacancy as of 6/30/2020  
<sup>26</sup> Replaced Denille Ruth  
<sup>27</sup> Vacancy as of 6/30/2020  
<sup>28</sup> Vacancy as of 6/30/2020



## Board of Selectmen *Kenneth M. Lefebvre, Chair*



*Back Row Left to Right: Virginia Crocker Timmins, George R. Dixon, Jr., Front Row: Patricia Wojtas, Kenneth Lefebvre, Emily R. Antul*

Fiscal Year 2020, for the Town of Chelmsford, as for everyone in the world, has brought a different way of life. The world pandemic delayed the town election until the beginning of June. Running unopposed, I was reelected to the Board of Selectmen.

At the Board's reorganization meeting, held after the June election, it was my honor to be selected by my colleagues to be Chairman of the Board. Virginia Timmins was chosen as Vice Chairman, and George Dixon was voted the position of Clerk.

The Town has continued to maintained a strong credit rating, with Standard & Poor's affirming our AA+ rating, with a stable outlook, which has allowed us to borrow and refinance long-term debt at favorable rates. This financial strength is due to the strong team that is led by the Town Manager, Paul Cohen, Town Treasurer, John Souza, and Town Accountant, Darlene Lussier.

We started the year with an update from the Director of Business Development, Lisa Marrone. Her presentation included

the new marketing for the Crossroads at 129 which included a well-designed brochure and the new website: <https://chelmsfordcrossroads129.com>

In August we paid tribute to Al Thomas, who stepped down from the school committee. Al has given the town 45 years of service. He continues to be a great mentor to all. The Board filled his seat at a later session with Jeffrey Doherty, who has shown to be a great replacement for Al.

As we moved into the fall, Chelmsford was awarded a \$100,000 Business Amenity Incentive Grant as a means to entice a food and/or beverage amenity into the Crossroads corridor.

At fall town meeting, there again were several articles that included zoning, the money needed to install flashing beacons at cross walks and school roof repairs, among several others. The vote was taken to change the name of the Board of Selectmen to the Select Board. This was approved on August 24th of this year. Town meeting also voted in a ban on plastic bags.

In the beginning of November, the discussions for a Vision and Values Committee started. This was viewed as a way to review and discuss what the core principles and values are that will be used to set our goals and actions for the town. The committee was selected in January and the committee had their first input session at the end of January. We await the results to be presented at this falls Town Meeting.

At the mid November meeting the Board voted on tax classification. The result was a vote to shift 22% of the residential rate. Having shifted 27% the previous year, this



## Board of Selectmen

action was done to give a slight relief to the commercial properties in town.

The Town was in preparations for the Spring Town Meeting and the annual election to take place in April. In mid-March, the COVID-19 pandemic had hit Chelmsford.

The pandemic has changed the life of every person in town. The requirement to wear masks in public, schools being taught remotely, restaurants being closed, shortages at the supermarket have all altered our lives. From this point until the writing of this letter the Board of Selectmen meetings have been held remotely. The decision was made to postpone both the town election and Spring Town Meeting.

Take note- if ever there was a moment to be proud of the individuals that work for the Town of Chelmsford, this was the time.

From the staff in the Town Manager's office, through every department in town, everyone came together to allow the town to continue to operate. Thank you to each and every one who made this possible. Our police and fire went above and beyond to serve this community. Again, thank you. The residents of this town owe you their gratitude.

The financial markets nosedived, revenues for the town came into question, there was high uncertainty. The timing of all these events drove interest rates to an all-time low allowing the town to refinance its debt, saving approximately \$1,000,000 in interest for the town.

Not that the pandemic hit all of us hard enough, on May 25th, 2020 George Floyd was killed in Minneapolis, Minnesota. This incident triggered months of protest at national,

state and local level. This led to a need for a Diversity Listening Session for Chelmsford, where the residents and leaders of this community were given the opportunity to share their thoughts and experiences pertaining to diversity, racial equality, and inclusion within the town, including both the town government and services. As a result of this listening session a Diversity, Racial Equity and Inclusion Committee is being formed.

Due to COVID-19 the Town was not able to continue all of its traditions of celebrating the holidays. The Fourth of July Parade and Memorial Day events were cancelled. However, Winterfest, and the Holiday Prelude, brought residents out together to enjoy these wonderful experiences. This past year we also added a Holiday Gift Stroll that took place on the first Saturday of December. As usual the Chelmsford Center for the Arts is doing their best to attract residents and area neighbors.

In FY2020, Chelmsford remains one of Boston's best suburban values. As more people are moving from the larger cities, the demand for a house in Chelmsford remains high. Thanks to the many town employees, committee members, and volunteers, whose amazing efforts improve our community every day. All of their efforts and contributions have made this possible, and we encourage others to volunteer and get involved. Chelmsford has great potential and we urge you to be a part of the experience.

Kenneth M. Lefebvre,  
Chairman, Chelmsford Board of Selectmen



## Town Manager

*Paul E. Cohen*



Fiscal Year 2020 will be remembered as the time when the COVID-19 pandemic arrived in the Town of Chelmsford and across the globe. Non-essential governmental operations ceased in mid-March after Governor Baker issued a State of Emergency, which included a stay-at-home advisory. The public schools closed for the remainder of the school year. Students were taught remotely. Governmental meetings transitioned to virtual platforms. The Annual Town Election was postponed eight weeks until June 2. By the end of the fiscal year on June 30, the Governor's re-opening guidelines allowed for the Town Offices to re-open with facial coverings and social distancing guidelines; and for the library to offer curbside pickup; while the senior center remained closed to the public.

Prior to the arrival of the pandemic, the Town continued to enjoy the benefits of the prolonged slow-growth economy. Unemployment was at record low levels, multi-family condominium and apartment complexes were constructed and occupied adjacent to the rail trail in the town center and on Turnpike Road, and businesses were expanding or opening across the community. The extended stay hotel in Drum Hill re-opened after a comprehensive renovation. Plans were submitted for the conversion of the Odd Fellows building

into a restaurant along with the construction of 32 upscale apartments near the brook in the adjacent parking lot.

Progress began on the future use of the former UMass Lowell West Campus at 255 Princeton Street. Following the partial roof collapse of one of the vacant buildings at the end of April, the property owner began the demolition of the remaining unusable structures. It appears that the property will be converted to a multi-family residential community.

The Town continued to re-invest in its infrastructure. A portion of the South Row Elementary School Roof was replaced under the Massachusetts School Building Authority program that provides a 50% reimbursement to the Town for the project cost. The DPW also undertook the second/final phase of the resurfacing of the bituminous concrete parking lot areas at Chelmsford High School. However, the greatest infrastructure challenge was the repair of a sewer main break that occurred at the Southwell Sewer Pump Station at the end of March. Due to the fact that the sewer main is located over 20 feet below ground in an area that has a high water table from the adjacent Merrimack River, it took repair crews over a week to install irrigation wells and construct a bypass sewer main, followed by another week to install additional irrigation wells and repair the sewer main.

Months prior to the sewer main break, the Fall Annual Town Meeting had appropriated moneys for the renovation of and new generators for three sewer pump stations.

At the Spring Annual Town Meeting moneys were appropriated for the reconstruction of a fourth sewer pump station. The Town also contracted for a sewer capacity study because the Town's aggregate daily sewer flow is nearing the permitted limit at the Lowell Regional Wastewater Utility.

Truck traffic was constant concern during Fiscal Year 2020. Following the Board of Selectmen's traffic listening session in June 2019, Town Officials explored alternatives to address the heavy flow of trucks hauling material from the quarries in North Chelmsford. The pending opening of an asphalt plant across the town line on Route 40 in Westford heightened concerns. The Town Manager





## Town Manager

established a traffic safety committee. The Assistant Town Manager led this initiative that included the Town Manager, DPW Director, Assistant DPW Director, Police Chief, and Fire Chief. Numerous traffic improvements were completed during the fiscal year, along with frequent reports at Board of Selectmen meetings.

Chelmsford continued its green initiatives during Fiscal Year 2020. The Town received a \$90K Green Communities competitive grant award, which funded energy conservation measures including building automation system expansion and weatherization at the police station and North Town Hall. Chelmsford also received a State grant to install electric vehicle charging stations at Chelmsford High School, Senior Center, DPW Alpha Road Headquarters, and at Roberts Field. The Town also received an \$83K Municipal Vulnerability Preparedness Grant to design the Dunshire Drive culvert replacement and develop the Deep Brook Stream restoration plan.

With respect to business development along the Route 129 corridor, the Town Manager secured \$200K in funding in the State's operating budget for economic development purposes. Half of these funds were awarded to finalize a lease agreement to house a significant restaurant at 330 Billerica Road. The balance of the funds was granted to a consulting firm for the branding, marketing, and re-imaging of the Route 129 corridor in the post-COVID-19 work environment. Significant investment also occurred at a half-dozen locations in the commercial-industrial corridor.

Planning for the future was another focus during the fiscal year. The Town Manager assembled a 2020 census count committee in order to promote residents' responses to the decennial federal census. Many federal and state funding formulas are based upon the census report. The Town Manager and the Fire Chief worked with a consulting firm to produce a report regarding options for the location and number of fire stations that could serve the town as we enter the third decade of the 21st century. Aside from the Fire Headquarters, each of the four fire stations were constructed over 50 years ago. The fire stations do not meet the requirements for housing firefighters in current times. The Permanent Building Committee developed plans

to renovate and expand the North Fire Station. This location would remain under any fire station location model.

Societal change also impacted Town operations during the past fiscal year. The tragic death of George Floyd in Minneapolis at the end of May resulted in a nation-wide examination of racial bias. The Board of Selectmen held a virtual listening session in June. Examinations began into the diversity of our community, the educational curriculum of the Chelmsford Schools, and police department operations. The community awaited the State Legislature's passage of a law in response to the Town's home rule petition to change the name of Board of Selectmen to Select Board.

As noted at the beginning of this report, the COVID-19 pandemic brought change. The extent of that change to the Town's finances, economic development, and daily operations remains uncertain. The Town responded to the situation by revising the Town's FY21 operating and capital budget to reflect the realities of reduced revenue; provided assistance to the business community in order to facilitate the re-opening of establishments under the State's public health guidelines; and adjusted operating procedures, installed signs, and placed protective equipment in municipal facilities. The Finance Director and Town Manager seized the opportunity offered by low interest rates to refinance a \$10M portion of the Town's debt. This will result in a savings of \$1.1M in payments over the remaining 13 years remaining for the bonds.

The challenges during the past fiscal year could not have been achieved without the tremendous teamwork of the Town's Department Heads and employees. Chelmsford is fortunate to be served by such dedicated educators, public safety officials, public health officials, and other employees. I would like to thank the residents of Chelmsford who also contributed by serving on the numerous volunteer boards/committees and as Town Meeting Representatives. It has been my pleasure to contribute and help lead this effort.

Sincerely,

Paul E. Cohen

Town Manager



## Municipal Safety Department

*Steve Cerven, Municipal Safety Specialist*

The Municipal Safety Department was begun in July 2020 in response to the adoption by the Commonwealth of Massachusetts of the Occupational Safety and Health Administration's Standards and Regulations for all Municipalities. Steve Cerven is the first Municipal Safety Specialist for the Town of Chelmsford and is responsible for developing and implementing a town-wide safety program including, but not limited to:

- Conducting safety inspections
- Completing accident investigations
- Providing safety training
- Developing and writing safety programs
- Coordinating safety with outside contractors completing work for the Town and
- Maintaining compliance with State and Federal Safety Laws and Regulations.

Things were moving forward nicely, with programs being written, employees being trained, outside contractor projects (sewer force main repair, rebricking of street areas and two roof projects) being completed safely, when a little more than halfway through the fiscal year the Corona Virus pandemic arrived. Each department's normal changed as Massachusetts shut down much of the economic activity only keeping essential services going. After a few months of closure and the virus was beginning to be under control, the Commonwealth began to reopen the economy. The Safety Department worked with other departments to develop and implement social distancing practices and guidelines, define signage and physical separation requirements and provide employee training on Corona Safety Practices so more employees could come back to work in person.

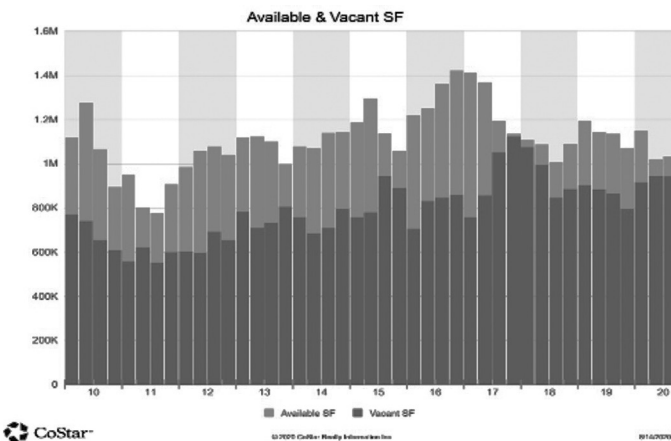


# Business Development

*Lisa L. Marrone, Director*

Chelmsford Business Development provided wraparound services to businesses, entrepreneurs, event activities, town programming and much more to include full communication to all entities interested to connect with municipal support. Assistance by way of engagement through networking support for area resources and programming, lending opportunities, one-on-one coaching, meet/greet events, shop local initiatives, media announcements, grant applications, regional agency presentations and other various benefits. Technical involvement with expedited permitting, creative problem solving, assertive outreach; are just a few of the methods used to elevate business development.

Overall, across all industries and categories (excluding single family residential) of existing square footage in the entire Town of Chelmsford, we are supporting 8.8M SF of space with 10.7% availability. By this chart shown, definition of vacant space can be considered physically empty and available space could be upcoming expiring lease terms with keeping in mind both terms can also sometimes overlap reporting as per Co-Star.



Involvement with the Age-Friendly Chelmsford programming to launch initiatives for employment and civic participation through the Business Development office. This includes participation in the master implementation to engage older generations for various roles in the workforce to include paid/un-paid positions, per diem, consulting, second career pursuits, and more. The domain of Civic Participation requires involvement, information, and open communication to the senior population of the community through various modes of print, hard copy mail, public announcement, electronic mail, and other options.

Chelmsford local access television became a significant resource for outreach with a new option for business discussions through a talk show called, The Q. Creative conversations about questions in Chelmsford, invitations to participate from local companies and restaurants has been very successful!

Shop Local Chelmsford is under development with a new updated logo that promotes the Town's symbolism of the monument as well. The goal is to provide support for small independent retail shops and restaurants but also include the concept of spending money locally as well. This would be directed towards service providers such as, tradesman, consultants, repair services and more that are based in Chelmsford.

BAIG is the Business Amenity Incentive Grant that was secured through the Executive Office of Labor and Workforce Development. This rare and very unique opportunity was focused on the Chelmsford Cross Roads in addressing the common issue through the business park in lack of amenities. Many entrepreneurial proposals were slated for these funds but however none were unable to finalize terms of lease commitments due to COVID-19. As a result, in late June 2020 a very aggressive pursuit for Pressed Café was successful with a long-term tenancy at 330 Billerica Road. More details will be developing throughout FY2021.

Route 129 continues to receive new tenants, slowly and steadily. We have welcomed an expansion of Triton Systems at 330 Billerica Road, a very large-scale expansion by Thermo Fisher at 220 Mill Road, new mixed-used construction at 278 Mill Road for retail/flex space, major investment by All American Storage, Zoll Medical, Office Links, Four Seasons Greenery, and many continual considerations by other major users.





## Finance Department

*John Sousa, Jr., Finance Director, Treasurer, Collector*



*Left to right: Christine Wedge, John Sousa, Bonnie Stedman, Kim Pease, Lauren Halloran*

Despite numerous challenges resulting from the Coronavirus pandemic between March and June, the Town completed the fiscal year ending June 30, 2020 on a positive note. Total assessed valuation (AV) increased by 4.8% in FY20 to \$6.14 billion, reflecting a strong Real Estate market for residential property. Market value increased over 4.8% to \$171,340 per capita. Our tax base remained diverse with the 10 largest taxpayers accounting for only 3.6% of total AV. Income levels remained strong with per capita effective buying income equal to 164% of the national level. Before the Coronavirus pandemic occurred, Chelmsford's unemployment rate was 2.5% for February. By June, the unemployment rate climbed to 14.8% due to layoffs, operating restrictions, and business closures related to the pandemic, but continued to track below the statewide unemployment rate of 17.7%.

### Revenues

Receipts from most local sources of revenue remained solid. The Town collected 98.5% of FY20 real estate and personal property taxes within the fiscal year. Local Receipts totaled \$10.85M, exceeding budgeted revenue by 4%. However, Local Receipts declined 7.9% overall from the prior year. Motor Vehicle Excise tax revenue collections totaled \$5.33M, a 5.5% decrease from the prior year as many residents

postponed the purchase of a newer vehicle. Permit fees (Building, Electrical, and Plumbing) of \$1.63M reflect strong residential multifamily construction activity and increased demand for home improvements. Hotel Room occupancy tax decreased by \$132,550 or 25% due to State of Emergency restrictions, business closures, and declining travel during the last quarter. Chelmsford received \$17.02M of State Aid during FY20.

### Reserves

At the beginning of FY20, General Stabilization reserves equaled \$11.07M or 8.3% of budgeted operating revenues. During the fiscal year, there were no transfers in or out of the fund. Stabilization assets earned net investment returns of \$347,373 or 3.1%. The Stabilization Fund balance closed FY20 at \$11.42M, or approximately 8.3% of budgeted operating revenues, after adjusting for transfers from free cash. At the delayed Spring Town Meeting on June 22, 2020, the Town's FY21 approved operating budget included a transfer of \$2.0M to offset anticipated declines in revenue and maintain essential Town services.

Following the closeout of FY19, free cash was certified at \$1,760,238 as of July 1, 2019. In October, Town Meeting approved the following appropriations from Free Cash: \$384,996 transfer to Sewer Construction Stabilization, \$550,242 to repave the high school front parking area, \$400,000 to replace the South Row school roof, \$250,000 to install a topcoat of asphalt at the DPW Facility, \$95,000 to replace a Fire Dept. breathing air compressor, and \$80,000 to install flashing beacons at various crosswalks.

### Liabilities

The FY20 General Operating Budget included a \$1.3M contribution to the OPEB (Other Post-Employment Benefits) Liability Trust Fund. The Town's OPEB Trust assets are invested in the Commonwealth of Massachusetts PRIT (Pension Reserves Investment Trust) Fund. Interested



## Finance Department

readers may access further information on PRIT at [www.mapension.com](http://www.mapension.com). OPEB Trust assets earned a net investment return of \$157,812 or 1.5% due to a volatile stock market environment during the fiscal year. At the end of FY20, the OPEB Liability Trust Fund balance was \$11,958,678. The Total OPEB Liability (TOL) as of June 30, 2020 is \$63.91M. This represents a decrease of \$6.57M in the TOL or 13.5% from the prior actuarial valuation report completed as of June 30, 2019. After subtracting OPEB Trust Fund assets of \$11.95M, the Town's Net OPEB Liability (NOL) is \$51.96M.

Standard and Poor's considers the Town's overall long-term debt low at less than 1.5% of market value after deducting sewer debt self-support through betterments and user charges. Amortization of existing debt is rapid with over 90% of principal being retired within 10 years. Debt service expenditures remain manageable with total general fund debt service charges of \$14.14M amounting to 10.2% of FY20 total budgeted expenditures or 8.6% of total expenditures net of betterment-funded sewer debt.

In May, the Town issued \$10.4M of refunding bonds to refinance a portion of General Obligation Bonds originally issued in 2012 and 2013 to finance the construction of the Center Fire Station and complete HVAC upgrades and other energy-saving (ESCO) improvements at nearly all municipal and school buildings. This refunding allowed the Town to take advantage of lower market interest rates and reduce future interest costs. The Town will save approximately \$1,106,546 over the next 13 years or \$927,829 on a present value basis.

### **Bond Rating**

Prior to the sale of our bonds in July, Standard and Poor's (S&P) reaffirmed the Town's bond rating at AA+ with a Stable Outlook on April 28, 2020. The AA+ rating is just one step below S&P's highest rating of AAA. Analysts noted that

the rating reflects Chelmsford's strong budgetary performance, very strong liquidity, and very strong financial management. S&P considers the Town's financial management practices "Strong" under its Financial Management Assessment (FMA) methodology. The FMA Assessment considers our financial policies and practices, which include: multi-year revenue and expenditure forecasts, long-term capital improvement plan as well as formal policies for the management of investments, debt, and reserves.

I would like to express my appreciation to our Treasurer/Collector's Office staff, which includes: Kim Pease, Assistant Treasurer, Christine Wedge, Assistant Collector, Bonnie Steadman, Principal Clerk, and Lauren Halloran, Principal Clerk for their dedication and efforts throughout the year.

John Sousa, Jr.  
Finance Director/ Treasurer-Collector



## Finance Committee

*James E. Clancy IV, Chairman*



*Front Row L to R: Kathy Duffett, Jim Clancy, Annita Tanini Back Row L to R: Vicky Parks, David Goselin, Aameena Langford, Eric Chambers*

The Finance Committee is composed of seven members who are appointed by the Town Moderator. Each appointment is for a three-year term and terms are staggered to maximize flow of information and continuity of experience. The chief responsibility of the Finance Committee is to provide recommendations on the Town's budget and proposed warrant articles which will be considered by Town Meeting Representatives at the Spring and Fall Town Meetings and at any Special Town Meetings.

Finance Committee members are assigned to town departments and other town boards and committees as liaisons to review and bring information back to the Committee for deliberation and recommendations concerning financial issues. Each liaison may schedule individual visits with department heads to review department budgets prior to meeting with the full Committee. Department heads are then asked to present their department's budget to the Committee and answer questions from Finance Committee members.

In addition to reviewing the budgets of town departments, the Finance Committee is presented the overall proposed budget and recommended capital plan. The Town Manager presents his proposed budget along with any additional information requested by the Finance Committee. The Capital Planning Committee Chair presents the capital plan to the Finance Committee for review.

The Finance Committee may also invite others, including representatives from the CPC, proponents, petitioners, or other interested parties to attend Finance Committee meetings to answer questions with respect to all warrant articles which may have a financial impact on the town.

Once all the information needed to effectively deliberate is gathered, the Finance Committee makes informed recommendations to the Town Meeting Representatives on the budget and financial warrant articles and on any other warrant article which may have financial implications now or in the future. The Finance Committee makes its recommendations to Town Meeting based upon its own review, but it also presents that same information to Town Meeting through our handbooks and during our public meetings. Agendas and meeting minutes are posted and preserved on the Town's website and meetings are recorded for future viewing through Chelmsford TeleMedia's efforts. While the Committee hopes that its insight is beneficial to Town Meeting, and while the Committee believes that its recommendations are both thoughtful and thorough, it is ultimately the responsibility of Town Meeting to review what proponents of the articles have presented, to weigh the arguments for and against each article, and to vote for the most beneficial course of action for the Town as a whole.

When not preparing for Town Meeting, the Committee monitors the Town's financial situation throughout the year and may ask representatives of departments to meet and explain financial projects. The Committee also has discretion over the use of the Finance Committee Reserve Fund, which can be used to address extraordinary or unforeseen expenditures at any time between town meetings, avoiding the need to call a Special Town Meeting which, when held, creates additional and sometimes unnecessary cost to the Town. The unexpended funds may be appropriated at Town Meeting to fund warrant articles and unused funds, once certified, are returned as Free Cash at the end of the Fiscal Year.

In the fall of 2019, the Town received an increase of \$763,835 in certified free cash over the prior year's number, breaking a streak of decreased free cash funds available from previous years. The Finance Committee also supported the return of unexpended funds for the purchase of the Chelmsford Forum,



## Finance Committee

the reconstruction of the Progress Avenue sewer pump station, and various Community Preservation Fund projects. Funding for the Chelmsford Police Association Fraternal Order of Police, Lodge 110 contract running through June 30, 2022 was unanimously promoted for approval, and fund transfers for Sewer Construction, Commonwealth Transportation Infrastructure, and Cemetery Improvement were recommended. The South Row School roof was submitted for an MSBA replacement project, for which the Finance Committee endorsed funding, along with additional capital purchases for fire department breathing air compressor units, rectangular rapid flashing beacons at the South Row School across Boston Road, Center School across Billerica Road, McCarthy School across North Road, and Chelmsford High School across Richardson Road at Crooked Spring Road, installation of a bituminous concrete top coat on the exterior surface of the DPW facility at 9 Alpha Road to protect the area from deterioration, and the resurfacing and installation of granite curbing for a portion of the Chelmsford High School parking lot to complete the repaving of the school's aged parking and driveways. With the availability of the additional certified free cash from the previous year, all of these much needed capital requests were possible and Town Meeting voted to proceed with each purchase and project. The Community Preservation Fund was fortunate to be able to recommend funding of projects to relocate and enhance the Roberts Field ballfields, plan and design a pedestrian bridge over Beaver Brook, and institute a façade improvement program for buildings in the Town Center and Vinal Square to incentivize the aesthetic improvement of those economic centers of Town while aiding in the preservation and vitality of those two historic districts. While the Finance Committee was split on the use of funds for commercial purposes in the improvement program, all three articles were ultimately successful at Town Meeting. A number of Zoning Bylaw amendments were put forth for consideration. Amendments to change the zoning of properties directly abutting and north of Rt. 40 and west of Rt. 3, from RC to IA, replace the current zoning language regarding pre-existing non-conforming lots to more effectively reflect the projects that are being approved by special permit or through zoning relief, approve a change to planned open space to allow for smaller noncontiguous parcels to be used to promote the

conservation of open space and the efficient use of land in harmony with its natural features, and to eliminate the Sign Advisory Committee were supported by a majority of the Committee and successfully passed at Town Meeting. The Committee did not support a proposed amendment to delete the prohibition of multi-family residences within IA zoning districts, which would allow these by right, due to the Committee's concern for some time now about the ratio of commercial, industrial, and personal property ("CIP") to residential property in Town. That measure was defeated at Town Meeting. Two proposed amendments with Finance Committee support were, however, not supported by Town Meeting, including the creation of a Continuing Care Community Overlay District and a new Bylaw incentivizing the preservation and reuse of historical structures. The Committee supported the reasons behind each article, but can only offer its opinions and suggestions, as it is up to Town Meeting to decide what to support and what to vote down. The final three articles, adopting a Mass General Law allowing for the approval of tax exempt status for parents or guardians of deceased active service members, adopting a Mass General Law allowing for the waiver of the fee for a dog license for owners aged 70 years or older, and introducing a new Bylaw banning the use of thin film single-use plastic bags by all business establishments in Chelmsford found a majority of support by the Committee and were ultimately successful at Town Meeting.

Spring presented the Town with an entirely new set of challenges as the pandemic began. Finance Committee meetings went remote and Town Meeting was delayed to the end of June. All of the Committee's reviews and resulting recommendations were understandably adjusted and tempered by the uncertainty of what lay ahead in what will certainly be a multi-year change, with impacts sure to be felt by the Town in the future. Careful planning to ensure the diminution of those expected impacts was paramount. After thorough review with division and department heads, and further deliberation, the Committee unanimously recommended approval of the adjusted proposed budgets for the Town, Chelmsford Public School System, and Nashoba Valley Technical School District, a vote which had not occurred for some years and stood as a testament to the hard work and adaptability of these



## Finance Committee

Departments and Divisions and their budgetary officers representing three crucial areas of funding for the Town. All were passed by Town Meeting. An amendment of the FY20 budget was supported by the Committee and passed by Town Meeting, as were collective bargaining agreements with Firefighters, Local 1839 and AFSCME Local 1703 Clerical. During a time of substantial need to bolster reserves for future unknowns, the Finance Committee Reserve Fund was supported and funded through Town Meeting and a pared down version of the Capital Plan, greatly reduced (\$2.33 million from planned) to account for expected budgetary shortfalls due to the pandemic was ultimately supported at Town Meeting. Pre-pandemic projects that were removed from FY21's borrowing include: phase three of the library carpet replacement, replacement of a fire service plow truck, sidewalk and road construction, 2 hybrid vehicle purchases, the Parker School kitchen upgrade, and the McCarthy School Auditorium renovation. Additional was supported and ultimately approved for the South Row roof replacement MSBA project, while an Amendment to the Board of Health membership remained unsupported and ultimately defeated at Town Meeting. Annual Enterprise Funds were funded, which capital projects such as a Catch Basin Vacuum Truck for Stormwater, reconstruction of the Miland Avenue Sewer Pump Station, and expansion, upgrade, and/or replacement of computer servers that are used for the permanent storage of governmental archive materials and for CHSTv video production were supported by our Committee and approved at Town Meeting. Both the Finance Committee and the Town supported to the use of \$25,000 to fund the removal of large growth trees and brush along with other maintenance of the cranberry bog dam located off of Elm Street based on the Whitman and Bingham Associates inspection and evaluation report and \$450,000 from the Community Preservation Fund General Reserve for the preservation of the Town's vital historic records. Easements for roadways at Ledge Road and Oak Hill Road, and Boston Road and Concord Road, were similarly supported and approved. Finally a Special Town Meeting Article to transfer \$710,411 from Sewer Enterprise Fund Free Cash into the Fiscal Year 2020 Sewer Enterprise Fund Operating Budget that was voted under Article 11 of the April 29, 2019 Spring Annual Town Meeting for the purpose

of paying for the cost to repair a sewer force main break adjacent to the Southwell Pumping Station was both timely presented and supported and approved by the Committee and Town Meeting.

The Finance Committee expresses its sincere appreciation to Town Manager, Paul Cohen, our now former Assistant Town Manager, Mike McCall, Finance Director, John Sousa, Town Accountant, Darlene Lussier, Chelmsford Public School District Superintendent, Dr. Jay Lang, Nashoba Valley Technical School District Superintendent, Denise Pigeon, Town Clerk, Patricia Dzuris and to all Chelmsford department and division heads and their staff for their wealth of information and assistance in helping the Finance Committee reach its decisions. The Committee extends its gratitude to Chelmsford TeleMedia for broadcasting and recording its meetings. The Finance Committee also thanks the boards and committees who appear before it yearly and, as always, the Committee extends a huge "thank you" to Pam Morrison, its clerk, who helps the Finance Committee remain current, organized, and punctual in its reporting of information and decisions to Town Meeting.

The Finance Committee as a body serves the taxpayers of Chelmsford and as such always welcomes comments and suggestions. Meetings are held on Thursday nights at 7:30 p.m., subject to time changes, during the budget season and leading up to both Fall and Spring Annual Town Meetings, and public comment is always on the agenda. The Finance Committee strives to improve our Town by overseeing the budget process throughout each Fiscal Year, making sure we are all guarding "what the sires have won."

### The Finance Committee:

Jim Clancy, Chair	Annita Tanini, Vice Chair
Kathy Duffett	Ameena Langford
Eric Chambers	David Goselin
Vicky Parks	





# Accounting

CHELMSFORD								
Combined Balance Sheet - All Fund Types and Account Groups as of June 30, 2020								
	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
<b>ASSETS</b>								
Cash and cash equivalents	9,075,427.89	26,971,154.54	1,954,654.60	2,116,606.95		29,735,878.75		69,853,722.73
Investments								0.00
Personal property taxes	218,499.92							218,499.92
Real estate taxes	1,585,485.52							1,585,485.52
Deferred taxes	427,912.76							427,912.76
Allowance for abatements and exemptions	(1,180,337.64)							(1,180,337.64)
Special assessments	4,590.27	1,246,053.32						1,250,643.59
Tax liens	383,501.50							383,501.50
Tax foreclosures	43,874.37							43,874.37
Motor vehicle excise	739,075.93							739,075.93
Other excises								0.00
User fees				645,373.24				645,373.24
Utility liens added to taxes	721.67			24,751.04				25,472.71
Departmental								0.00
Other receivables	2,651.93					103,400.00		106,051.93
Due from other governments		814,004.00						814,004.00
Due to/from other funds								0.00
Working deposit								0.00
Prepays								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation								0.00
Amounts to be provided - payment of bonds			664,370.00				71,579,836.01	72,244,206.01
Amounts to be provided - vacation/sick leave							1,915,627.05	1,915,627.05
<b>Total Assets</b>	<b>11,301,404.12</b>	<b>29,031,211.86</b>	<b>2,619,024.60</b>	<b>2,786,731.23</b>	<b>0.00</b>	<b>29,839,278.75</b>	<b>73,495,463.06</b>	<b>149,073,113.62</b>
<b>LIABILITIES AND FUND EQUITY</b>								
<b>Liabilities:</b>								
Accounts payable								0.00
Warrants payable	2,606,034.49	108,239.38	158,907.45	85,729.90		2,315.00		2,961,226.22
Accrued payroll and withholdings	2,307,657.06							2,307,657.06
Accrued claims payable								0.00
IBNR								0.00
Other liabilities	22,085.73							22,085.73
Agency Funds						694,870.97		694,870.97
<b>Deferred revenue:</b>								
Real and personal property taxes	623,647.80							623,647.80
Deferred taxes	427,912.76							427,912.76
Prepaid taxes/fees								0.00
Special assessments	4,590.27	1,246,053.32						1,250,643.59
Tax liens	383,501.50							383,501.50
Tax foreclosures	43,874.37							43,874.37
Motor vehicle excise	739,075.93							739,075.93
Other excises								0.00
User fees				645,373.24				645,373.24
Utility liens added to taxes	721.67			24,751.04				25,472.71
Departmental								0.00
Deposits receivable								0.00
Other receivables								0.00
Due from other governments		814,004.00						814,004.00
Due to other governments								0.00
Due to/from other funds								0.00
Bonds payable							71,579,836.01	71,579,836.01
Notes payable			664,370.00					664,370.00
Vacation and sick leave liability							1,915,627.05	1,915,627.05
<b>Total Liabilities</b>	<b>7,159,101.58</b>	<b>2,168,296.70</b>	<b>823,277.45</b>	<b>755,854.18</b>	<b>0.00</b>	<b>697,185.97</b>	<b>73,495,463.06</b>	<b>85,099,178.94</b>
<b>Fund Equity:</b>								
Reserved for encumbrances	960,542.59							960,542.59
Reserved for expenditures		24,063,119.68	1,795,747.15	854,045.00		29,142,092.78		55,855,004.61
Reserved for continuing appropriations	273,619.52							273,619.52
Reserved for petty cash	2,295.00							2,295.00
Reserved for appropriation deficit								0.00
Reserved for snow and ice deficit								0.00
Reserved for COVID-19 deficit		(44,510.73)						(44,510.73)
Reserved for debt service								0.00
Reserved for premiums								0.00
Reserved for working deposit								0.00
Undesignated fund balance	2,905,845.43	2,844,306.21		1,176,832.05				6,926,983.69
Unreserved retained earnings								0.00
Investment in capital assets								0.00
<b>Total Fund Equity</b>	<b>4,142,302.54</b>	<b>26,862,915.16</b>	<b>1,795,747.15</b>	<b>2,030,877.05</b>	<b>0.00</b>	<b>29,142,092.78</b>	<b>0.00</b>	<b>63,973,934.68</b>
<b>Total Liabilities and Fund Equity</b>	<b>11,301,404.12</b>	<b>29,031,211.86</b>	<b>2,619,024.60</b>	<b>2,786,731.23</b>	<b>0.00</b>	<b>29,839,278.75</b>	<b>73,495,463.06</b>	<b>149,073,113.62</b>



## Assessing Division

*Frank Reen, Assessor*



*Sue Taylor, Frank Reen, Michelle O'Hagan, Rena Gagne*

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 1st of the fiscal year. It has been the policy of the Assessors to review the valuations annually in order to maintain accurate and current assessments; a summary of the analysis is reviewed by the Department of Revenue and is essential to the certification of the tax rate. The real estate valuations through calendar year 2018 demonstrated that the residential real estate market was continuing to appreciate. The commercial/industrial market continued to grow as well although at a slower rate. For FY2019 the Residential Tax Rate is \$16.35 for Commercial Industrial \$22.21. For Personal Property 22.06. A single Tax Rate for FY19 would have been 17.36. Fiscal Year 2021 Again was a revaluation year for the assessor's office which is a review of practices and procedures by the Department of Revenue, Bureau of Local Assessment. The Department conducts a data quality analysis of several areas of the Town to ensure conformity and uniformity. A thorough review is conducted of all sales that occurred in 2019 to ensure that they are arms-length and reflect market conditions. In addition to the sales and their validity, a review of the analysis performed on these sales by this office is also conducted by the DOR. An examination of the pertinent income and expense data as it relates to the income approach to value is also

evaluated. This extensive audit began in the January of 2020 with planning beginning in mid-2019. As was experienced in other departments there were challenges to overcome in order to complete the project on time and have the values and tax rates certified in order to issue the tax bills in a timely manner. This is critical to the financial stability of the Town. For their efforts I can't express adequately how appreciative I am of my staff Sue Taylor, Rena Gagne and Chelle O'Hagan. Additionally, and just as important the support and confidence in this office shown by the Town Manager, Paul Cohen and Finance Director, John Sousa that we would complete the project. And lastly the DOR. They were ready from the outset to work with communities while working remotely without any noticeable interruption. Again I, along with Board members, Samuel Chase, John Duffett, and Kevin Sullivan wish to thank the staff of the Assessor's office, Sue Taylor, Rena Gagne and Chelle O'Hagan for all their hard work and dedication through the year. The work done by the staff is completed timely and accurately while maintaining the excellent service the public has come to expect. I would also like to take this opportunity to thank the residents and taxpayers of Chelmsford for their continued cooperation with this office.



# Human Resources

## *Jeanne Parziale, Director of Human Resources*

**MISSION STATEMENT:** To attract and retain a qualified workforce, to maintain fair and equitable personnel policies and to promote a safe, healthy work environment.

**PERSONNEL BOARD:**

Jessica Porter, Chair  
 Patrick Lawlor  
 Anneke Wade  
 John Roark, Employee Rep.

One (1) appointed position is unfilled.

**RECRUITMENT:**

The Town of Chelmsford is committed to attracting, maintaining and retaining a knowledgeable and effective workforce. Human Resources processed 36 new employee hires, 9 retirements, and 19 terminations.

**RETIREMENTS:**

Kathryn Bianchi	Assessors	9/1/2019
Richard Day	Health Dept.	7/1/2019
Joan Fleury	Accounting	8/1/2019
William King	Library	6/17/2020
Carole McCaul	Health Dept.	10/5/2019
Chhunly Prak	Fire	12/18/2019
John Reid	Fire	7/5/2019
Richard Rowsell	Sewer Div.	1/2/2020
Daniel Ubele	Fire	7/5/2019
Stephen Vanlandeghem	Facilities	7/31/2019

**WORKERS' COMPENSATION:**

Human Resources processed 40 claims of work-related injury. Breakdown as follows:  
 Total School Claims: 22    Total Town Claims: 6

**UNEMPLOYMENT:**

Unemployment expenses from July 2019 through February 2020 were \$18,414.43 for School District claims, \$2,630.80 for Town Government. The Division of Unemployment was unable to issue regular monthly invoices to the Town beginning in March due to the unprecedented number of claims filed Statewide during the COVID-19 pandemic. Consulting fees were \$4,350.

**HEALTH INSURANCE –  
 JUNE 2019  
 ENROLLMENT**

Blue Care Elect PPO			
	Town	School	Retirees
Individual	2	19	14
Family	3	13	4
Network Blue HMO			
Individual	69	118	44
Family	138	276	48
HMO Select			
Individual	3	13	1
Family	1	7	1
Managed Blue for Seniors		48	
Medex		756	

Submitted by:  
 Jeanne Parziale, Human Resources Director



# Town Employee Payroll

## TOWN MANAGER

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BRUCE	KRISTINA	\$66,092.22	\$0.00	\$66,092.22
COHEN	PAUL	\$195,692.37	\$13,119.51	\$208,811.88
MARRONE	LISA	\$91,108.39	\$0.00	\$91,108.39
MCCALL	MICHAEL	\$103,512.49	\$0.00	\$103,512.49
PARZIALE	ERICA	\$0.00	\$0.00	\$0.00

## FINANCE COMMITTEE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
MORRISON	PAMELA	\$2,067.09	\$0.00	\$2,067.09

## ACCOUNTING

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
DANAHY	NANCY	\$41,722.59	\$0.00	\$41,722.59
FLEURY	JOAN	\$8,838.51	\$11,656.65	\$20,495.16
LUSSIER	DARLENE	\$112,213.16	\$5,659.74	\$117,872.90
MACLEOD	JOHN	\$62,300.00	\$0.00	\$62,300.00
MCCARTHY	KIMBERLY	\$74,777.46	\$4,526.46	\$79,303.92
MORGAN	DIANE	\$20,887.32	\$8,590.66	\$29,477.98

## ASSESSORS

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BIANCHI	KATHRYN	\$15,257.52	\$2,645.96	\$17,903.48
GAGNE	RENA	\$53,782.35	\$0.00	\$53,782.35
OHAGAN	MICHELLE	\$38,115.38	\$0.00	\$38,115.38
REEN	FRANK	\$110,013.08	\$4,993.90	\$115,006.98
TAYLOR	SUSAN	\$63,767.82	\$0.00	\$63,767.82

## TREASURER

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
HALLORAN	LAUREN	\$49,145.35	\$0.00	\$49,145.35
PEASE	KIM	\$74,777.46	\$2,263.24	\$77,040.70
SOUSA	JOHN	\$136,717.59	\$4,139.50	\$140,857.09
STEADMAN	BONNIE	\$51,734.51	\$3,000.00	\$54,734.51
WEDGE	CHRISTINE	\$72,953.62	\$0.00	\$72,953.62

## HUMAN RESOURCES

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
PARZIALE	JEANNE	\$103,147.57	\$6,239.76	\$109,387.33

## MUNICIPAL SAFETY SPECIALIST

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
CERVEN	STEPHEN	\$74,376.04	\$0.00	\$74,376.04

## MIS/TECHNOLOGY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
HALL	MATHEW	\$95,720.87	\$0.00	\$95,720.87
LUTTER	EDWARD	\$110,070.07	\$4,993.90	\$115,063.97



# Town Employee Payroll

## TOWN CLERK

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ALMEIDA	JENNIFER	\$61,373.01	\$4,421.69	\$65,794.70
BARTON	CURTIS	\$500.00	\$0.00	\$500.00
CARNEY	MARYLOU	\$65,651.08	\$1,976.62	\$67,627.70
DZURIS	PATRICIA	\$90,939.88	\$3,757.50	\$94,697.38
MURPHY	JANET	\$1,358.00	\$117.00	\$1,475.00
SOUSA	NANCY	\$45,548.67	\$1,054.76	\$46,603.43

## REGISTRAR

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
FALL	THOMAS	\$500.00	\$0.00	\$500.00
LANE	JAMES	\$500.00	\$0.00	\$500.00
WARD	BETHANY	\$2,580.00	\$0.00	\$2,580.00

## CONSERVATION

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
GUERTIN	KATHARINE	\$40,270.64	\$0.00	\$40,270.64

## COMMUNITY DEVELOPMENT

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BELANSKY	EVAN	\$110,070.06	\$3,329.26	\$113,399.32
MERRILL	VIVIAN	\$6,715.44	\$0.00	\$6,715.44

## PLANNING BOARD

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
STANSFIELD	COLLEEN	\$51,406.35	\$0.00	\$51,406.35

## HISTORIC DISTRICT

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
METZ	JUDY	\$287.45	\$0.00	\$287.45

## POLICE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
AHERN	DANIEL	\$123,956.87	\$49,974.61	\$173,931.48
AHERN	TODD	\$103,147.57	\$101,208.29	\$204,355.86
BARRY	TODD	\$57,027.84	\$1,404.50	\$58,432.34
BENNETT	KATHLEEN	\$54,091.85	\$2,250.00	\$56,341.85
BERNIER	JEFFREY	\$69,235.45	\$70,269.73	\$139,505.18
BLODGETT	JEFF	\$60,186.64	\$80,804.67	\$140,991.31
BOURKE	TIMOTHY	\$60,186.66	\$40,958.45	\$101,145.11
BRADY	SHAWN	\$60,186.65	\$51,227.60	\$111,414.25
BREWER	SHAWN	\$52,261.52	\$17,856.45	\$70,117.97
BROWN	ROBERT	\$60,186.64	\$61,086.01	\$121,272.65
BUCKLEY	STEVEN	\$41,615.24	\$17,262.18	\$58,877.42
CALLAHAN	RYAN	\$60,186.64	\$9,191.89	\$69,378.53
CAMERON	MARISSA	\$45,636.23	\$6,692.96	\$52,329.19
CARLO	WILLIAM	\$69,175.71	\$89,571.45	\$158,747.16
CONKLIN	STEVEN	\$43,734.68	\$15,341.17	\$59,075.85



# Town Administration

## Town Employee Payroll

### POLICE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
DASILVA	SARA	\$18,834.43	\$0.00	\$18,834.43
DEFREITAS	DAVID	\$52,261.54	\$20,883.31	\$73,144.85
DEMERS	LISA	\$52,261.53	\$14,670.52	\$66,932.05
DEMERS	RICHARD	\$52,261.51	\$14,601.84	\$66,863.35
DUBE	PHILIP	\$72,398.52	\$76,983.87	\$149,382.39
FERNALD	MATTHEW	\$56,690.67	\$31,189.63	\$87,880.30
FREDERICKS	STEPHEN	\$69,513.68	\$92,646.38	\$162,160.06
GALLANT	ASHLEY	\$60,186.65	\$44,752.02	\$104,938.67
GILLIS	AIDAN	\$56,633.00	\$40,581.36	\$97,214.36
GOGUEN	DANIEL	\$60,186.67	\$27,360.09	\$87,546.76
GOODE	FRANCIS	\$71,876.27	\$77,267.89	\$149,144.16
GOODE	TIMOTHY	\$52,261.51	\$10,634.40	\$62,895.91
HALL	SANDRA	\$54,172.57	\$3,000.00	\$57,172.57
HANNAGAN	GARY	\$103,147.55	\$107,927.12	\$211,074.67
HANSCOM	JASON	\$103,147.55	\$91,394.18	\$194,541.73
HAWKINS	STEVEN	\$62,481.73	\$69,098.60	\$131,580.33
HAYDEN	ALEXANDRA	\$52,261.54	\$21,400.29	\$73,661.83
HILL	DEREK	\$43,734.69	\$46,927.22	\$90,661.91
HOUMILLER	ANDREW	\$26,776.75	\$744.40	\$27,521.15
KOCH	CARL	\$59,307.70	\$2,051.94	\$61,359.64
LECZYNSKI	KEITH	\$56,604.15	\$37,894.83	\$94,498.98
LEFEBVRE	SHAWN	\$41,615.24	\$17,027.62	\$58,642.86
LEO	DAVID	\$60,186.64	\$79,769.32	\$139,955.96
LINSTAD	DAVID	\$59,310.28	\$48,846.35	\$108,156.63
MACKENZIE	DAVID	\$60,186.64	\$57,793.10	\$117,979.74
MARSHALL	KALEIGH	\$44,742.18	\$41,977.55	\$86,719.73
MAUTI	CHRISTOPHER	\$52,116.79	\$61,739.05	\$113,855.84
MEAD	CRAIG	\$52,160.04	\$47,564.99	\$99,725.03
MEEHAN	KENNETH	\$60,186.65	\$42,258.28	\$102,444.93
MELISI	SHANE	\$1,203.70	\$2,140.10	\$3,343.80
MURPHY	ROBERT JAMES	\$60,186.65	\$49,690.25	\$109,876.90
NOLAN	MELISSA	\$50,119.97	\$0.00	\$50,119.97
OKEEFE	RILEY	\$44,742.17	\$54,579.78	\$99,321.95
PHILAPHANDETH	AARON	\$28,452.08	\$1,248.38	\$29,700.46
POOR	JASON	\$79,625.20	\$76,993.35	\$156,618.55
POOR	JOHN	\$52,261.52	\$22,311.49	\$74,573.01
PROULX	KEVIN	\$52,261.52	\$19,732.86	\$71,994.38
QUINN	EDWARD	\$103,147.54	\$78,980.07	\$182,127.61
QUINN	KEVIN	\$28,452.08	\$1,899.29	\$30,351.37
REEDY	BRANDON	\$28,452.08	\$3,152.96	\$31,605.04
REID	DANIEL	\$60,186.67	\$53,220.67	\$113,407.34
RICHARD	BRIAN	\$60,186.65	\$37,987.01	\$98,173.66
RICHARDSON	PAUL	\$69,348.44	\$23,027.68	\$92,376.12
RIORDAN	ROBERT	\$18,834.43	\$0.00	\$18,834.43
ROARK	JOHN	\$103,147.55	\$59,882.09	\$163,029.64
ROBINSON	CHRISTOPHER	\$28,452.08	\$3,002.04	\$31,454.12



## Town Employee Payroll

### POLICE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ROKAS	ASHLEY	\$56,618.58	\$34,860.47	\$91,479.05
SECH	MATTHEW	\$43,734.69	\$42,205.32	\$85,940.01
SMITH	EDWARD	\$74,313.78	\$72,666.76	\$146,980.54
SPENCE	COLIN	\$105,880.93	\$61,721.39	\$167,602.32
SPINAZOLA	ANTHONY	\$60,186.65	\$31,351.03	\$91,537.68
SPINNEY	JAMES	\$142,260.00	\$37,091.62	\$179,351.62
SULLIVAN	DANIEL	\$60,186.64	\$45,015.14	\$105,201.78
THAYER	NICHOLAS	\$50,166.89	\$61,467.76	\$111,634.65
TYROS	GEORGE	\$60,186.64	\$47,018.90	\$107,205.54
TYROS	REBECCA	\$60,186.65	\$31,621.02	\$91,807.67
UBELE	BRIAN	\$60,186.64	\$48,988.78	\$109,175.42
WALSH	CRAIG	\$69,122.55	\$44,455.45	\$113,578.00
ZAHER	CHRISTOPHER	\$60,186.64	\$48,374.46	\$108,561.10
ZIMINSKY	NICHOLAS	\$60,186.66	\$58,566.00	\$118,752.66

### FIRE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ABBOTT	JOSHUA	\$59,907.34	\$46,896.00	\$106,803.34
ALBON	ROBERT	\$47,123.37	\$10,928.34	\$58,051.71
AMUNDSON	WILLIAM	\$59,907.34	\$27,513.83	\$87,421.17
BACON	WILLIAM	\$59,907.37	\$17,060.60	\$76,967.97
BAKER	GARY	\$48,421.73	\$24,215.91	\$72,637.64
BENNETT	WILLIAM	\$59,907.36	\$44,528.47	\$104,435.83
BOISSEAU	EDWARD	\$59,907.33	\$28,380.73	\$88,288.06
BOUDREAU	A	\$59,907.36	\$48,606.64	\$108,514.00
BROTHERS	CHRISTOPHER	\$59,907.33	\$20,687.73	\$80,595.06
BROTHERS	MICHAEL	\$59,907.35	\$48,562.70	\$108,470.05
BROTHERS	THOMAS	\$59,907.34	\$41,256.19	\$101,163.53
BYAM	ERIK	\$59,907.35	\$18,512.04	\$78,419.39
CANCELLA	JEFFREY	\$59,907.38	\$51,530.17	\$111,437.55
CARKIN	JO ELLEN	\$19,451.43	\$0.00	\$19,451.43
CASEY	EDWARD	\$59,907.35	\$38,095.37	\$98,002.72
CHIASSON	MICHAEL	\$59,907.33	\$40,729.49	\$100,636.82
CLARKE	KEVIN	\$59,907.34	\$30,794.06	\$90,701.40
COREY	DANIEL	\$59,907.35	\$18,487.58	\$78,394.93
DALEY	PATRICK	\$59,907.35	\$21,211.14	\$81,118.49
DONOGHUE	MICHAEL	\$115,632.43	\$25,358.40	\$140,990.83
DUCHARME	MICHAEL	\$59,907.34	\$45,444.82	\$105,352.16
FADER	FRANK	\$69,627.70	\$35,353.07	\$104,980.77
FUNARO	DANIEL	\$77,953.71	\$31,654.38	\$109,608.09
GARDNER	ROBERT	\$59,907.36	\$25,376.82	\$85,284.18
GRIFFIN	ANNA	\$54,447.29	\$3,750.00	\$58,197.29
HAMILTON	DEREK	\$41,327.10	\$11,166.93	\$52,494.03
HAMILTON	NICHOLAS	\$59,907.35	\$50,383.11	\$110,290.46
HOULE	DAVID	\$59,907.37	\$25,794.68	\$85,702.05
HOULE	RYAN	\$82,631.11	\$32,304.34	\$114,935.45



# Town Administration

## Town Employee Payroll

### FIRE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
KEOHANE	WILLIAM	\$60,017.09	\$36,356.31	\$96,373.40
KIVLAN	JOHN	\$80,111.97	\$53,071.90	\$133,183.87
KOHL	DONALD	\$59,907.37	\$34,493.27	\$94,400.64
KOUTSOUFIS	DANIEL	\$82,631.10	\$34,345.20	\$116,976.30
LABRECQUE	KENNETH	\$43,373.71	\$18,449.85	\$61,823.56
LINDSAY	KEITH	\$59,907.35	\$20,653.64	\$80,560.99
MAHER	DAVID	\$59,907.37	\$36,401.96	\$96,309.33
MAHER	MICHAEL	\$59,907.37	\$24,093.39	\$84,000.76
MANLEY	DANIEL	\$77,953.71	\$41,045.26	\$118,998.97
MANLEY	LEO	\$59,907.35	\$26,844.14	\$86,751.49
MCGARRY	PATRICK	\$48,421.77	\$13,540.92	\$61,962.69
MCNIFF	TIMOTHY	\$48,421.73	\$36,215.25	\$84,636.98
MICU	ANDREW	\$59,907.38	\$51,206.03	\$111,113.41
NELSON	MICHAEL	\$59,907.36	\$51,134.02	\$111,041.38
NEWCOMB	SCOTT	\$41,327.10	\$22,500.59	\$63,827.69
OBRIEN	KEVIN	\$77,953.71	\$43,968.80	\$121,922.51
PARE	MARC	\$78,236.40	\$26,399.45	\$104,635.85
PHELAN	CASEY	\$59,907.37	\$13,041.80	\$72,949.17
PINE	AUBREY	\$31,656.64	\$7,180.58	\$38,837.22
PRAK	CHHUNLY	\$29,953.69	\$11,928.80	\$41,882.49
REID	JOHN	\$2,764.96	\$46,653.51	\$49,418.47
ROBINSON	JOHN	\$59,907.34	\$51,212.43	\$111,119.77
RYAN	GARY	\$131,475.44	\$29,002.66	\$160,478.10
RYAN	GEORGE	\$59,907.34	\$39,426.32	\$99,333.66
SACCO	MICHELLE	\$59,907.35	\$50,589.86	\$110,497.21
SCHELLBACH	WILLIAM	\$70,430.70	\$50,659.43	\$121,090.13
SEGNINI	GREGORY	\$59,907.37	\$46,688.51	\$106,595.88
SHANAHAN	TIMOTHY	\$59,907.35	\$21,044.51	\$80,951.86
SPARKS	GREGORY	\$59,907.36	\$40,949.93	\$100,857.29
TURNER	JASON	\$59,907.37	\$34,873.01	\$94,780.38
TURNER	JOSHUA	\$59,907.37	\$44,495.46	\$104,402.83
UBELE	DANIEL	\$2,764.96	\$40,797.17	\$43,562.13
WALSH	GARRETT	\$59,907.36	\$25,959.91	\$85,867.27
YOUNG	MICHAEL	\$59,907.36	\$30,080.66	\$89,988.02

### BUILDING INSPECTION

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ALLAN	MARTIN	\$44,089.87	\$4,800.00	\$48,889.87
CLAUSON	VERA	\$51,372.57	\$0.00	\$51,372.57
FAULKENHAM	DAVID	\$6,052.54	\$0.00	\$6,052.54
KANE	DENNIS	\$44,089.87	\$6,945.80	\$51,035.67
MORASH	DONALD	\$42,986.61	\$5,404.26	\$48,390.87
SHANAHAN	SHAUN	\$100,566.79	\$4,800.00	\$105,366.79
WETHERBEE	PETER	\$4,902.95	\$0.00	\$4,902.95





# Town Employee Payroll

## ANIMAL CONTROL OFFICER

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
CIANCI	MARK	\$51,631.40	\$9,605.62	\$61,237.02
MERRILL	ERIK	\$42,340.56	\$1,149.21	\$43,489.77

## DPW BUSINESS MANAGER

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
COTE	JOYCE	\$71,174.17	\$4,444.07	\$75,618.24

## DPW/ENGINEERING

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
DANG	JOHNSON	\$4,896.50	\$0.00	\$4,896.50
JAHNLE	STEPHEN	\$123,956.88	\$5,623.94	\$129,580.82
LUDWIG	SCOTT	\$86,718.73	\$2,624.66	\$89,343.39
PAPADOPOULOS	CHRISTINA	\$91,108.41	\$0.00	\$91,108.41

## DPW DIRECTOR

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
PERSICHETTI	GARY	\$142,260.01	\$8,116.89	\$150,376.90

## DPW/HIGHWAY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
RICE	CASSANDRA	\$4,480.00	\$0.00	\$4,480.00
BOYLE	DAVID	\$49,565.69	\$11,520.07	\$61,085.76
CIARDI	PETER	\$54,241.05	\$7,214.72	\$61,455.77
COTE	PAUL	\$52,326.57	\$10,597.55	\$62,924.12
ERIKSEN	JOSEPH	\$94,873.34	\$39,706.74	\$134,580.08
FERREIRA	LAWRENCE	\$123,956.88	\$7,498.58	\$131,455.46
FOOTE	KYLE	\$46,051.07	\$10,359.64	\$56,410.71
GUILMETTE	JOHN	\$59,875.71	\$11,200.00	\$71,075.71
IRVINE	DAVID	\$62,136.72	\$21,064.59	\$83,201.31
JENSEN	RICHARD	\$62,066.41	\$27,677.92	\$89,744.33
LEMASURIER	ANDREW	\$52,646.57	\$13,241.79	\$65,888.36
MALONE	RICHARD	\$54,614.56	\$14,023.73	\$68,638.29
MALONE	TIMOTHY	\$52,326.57	\$14,600.37	\$66,926.94
MCDONOUGH	LYNN	\$48,953.02	\$2,506.10	\$51,459.12
MCKENNEDY	JONATHAN	\$59,576.41	\$5,283.95	\$64,860.36
MURRAY	DAVID	\$54,738.33	\$10,861.88	\$65,600.21
RYAN	THOMAS	\$59,481.62	\$16,748.52	\$76,230.14
SIMARD	DANIEL	\$52,326.57	\$13,723.14	\$66,049.71
SITTLER	DARRYL	\$60,500.91	\$12,365.51	\$72,866.42
TYLER	DAVID	\$62,066.42	\$22,482.10	\$84,548.52
WALSH	TRAVIS	\$53,305.77	\$14,283.17	\$67,588.94
YOUNG	JOHN	\$46,052.23	\$9,945.91	\$55,998.14
FERREIRA	JOHN	\$7,360.00	\$0.00	\$7,360.00



# Town Administration

## Town Employee Payroll

### DPW/PARKS

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
SCOMIS	BRIAN	\$70,376.52	\$5,153.78	\$75,530.30

### DPW/SEWER

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BELKAS	DANIEL	\$109,763.08	\$18,345.71	\$128,108.79
BOYER	SHARON	\$54,114.26	\$2,250.00	\$56,364.26
BRULE	CHRIS	\$52,296.93	\$2,466.34	\$54,763.27
DUPONT	MATTHEW	\$49,776.69	\$2,095.32	\$51,872.01
GARBARZ III	GABRIEL	\$48,592.35	\$2,219.97	\$50,812.32
GENDRON	SHANE	\$75,741.96	\$9,770.95	\$85,512.91
GEOFFROY	JUSTIN	\$60,648.68	\$6,114.80	\$66,763.48
LAURENCIO	ADAM	\$60,648.68	\$4,806.02	\$65,454.70
MORAN	NEIL	\$63,719.20	\$4,526.75	\$68,245.95
OCZKOWSKI	JOSEPH	\$90,033.33	\$9,439.80	\$99,473.13
ROWSSELL	RICHARD	\$49,541.74	\$15,458.04	\$64,999.78
SILVA	DAVID	\$61,632.72	\$11,210.66	\$72,843.38
SILVA	ROBERT	\$94,648.25	\$13,208.21	\$107,856.46
VOSNAKIS	MICHAEL	\$110,070.06	\$6,658.52	\$116,728.58

### DPW/STORMWATER

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
DESTREMPE	SCOTT	\$56,053.40	\$3,113.97	\$59,167.37
EDWARDS	BRYAN	\$59,205.15	\$4,888.91	\$64,094.06
GREENWOOD	DENNIS	\$68,659.59	\$7,141.51	\$75,801.10
LEVESQUE	JAMES	\$50,184.22	\$2,466.03	\$52,650.25
PACHECO	DAVID	\$55,432.59	\$4,387.82	\$59,820.41
RICE	STEPHEN	\$51,192.24	\$3,204.67	\$54,396.91
SILVA	ANDREW	\$50,089.36	\$2,295.41	\$52,384.77
THOMPSON	COURTNEY	\$62,487.50	\$0.00	\$62,487.50
WALKER	NATHAN	\$62,907.56	\$0.00	\$62,907.56

### DPW/MAINTENANCE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
DORAN	JAMES	\$9,266.62	\$0.00	\$9,266.62
MORIN	DANIEL	\$41,220.27	\$1,403.32	\$42,623.59
MORIN	DONALD	\$151.53	\$0.00	\$151.53

### DPW/FACILITIES

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
CALLAGHAN	STEPHEN	\$47,944.65	\$1,716.94	\$49,661.59
CANAVAN	KATHLEEN	\$105,686.83	\$0.00	\$105,686.83
DIPERSIO	JASON	\$64,314.83	\$6,435.94	\$70,750.77
DUNN	COREY	\$7,392.00	\$252.00	\$7,644.00
FAULKNER	ADAM	\$56,450.38	\$796.00	\$57,246.38
IANNELLI	JOHN	\$36,115.81	\$2,541.96	\$38,657.77



# Town Employee Payroll

## DPW/FACILITIES

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
JOYCE	MELISSA	\$61,080.59	\$0.00	\$61,080.59
LUCE	RICHARD	\$55,092.96	\$0.00	\$55,092.96
LUTTER	DECLAN	\$8,768.00	\$132.00	\$8,900.00
MCCARTHUR	CATHERINE	\$51,734.54	\$756.12	\$52,490.66
MILOTTE	ROGER	\$55,092.94	\$8,573.72	\$63,666.66
MISCOVITCH	RUSSELL	\$47,505.02	\$3,611.97	\$51,116.99
ORSO	BRIAN	\$62,435.06	\$12,687.24	\$75,122.30
PARLEE	NICHOLAS	\$1,543.70	\$4,079.78	\$5,623.48
PELKEY	RODNEY	\$55,092.97	\$8,182.80	\$63,275.77
RALLS	JOSEPH	\$65,474.37	\$15,116.46	\$80,590.83
RUGGIERO	DANIEL	\$52,060.68	\$4,813.76	\$56,874.44
TRAINOR	LIAM	\$7,632.00	\$0.00	\$7,632.00
TRAINOR	SHAUN	\$47,505.02	\$4,668.83	\$52,173.85
VAN LANDEGHEM	STEPHEN	\$6,316.85	\$7,296.78	\$13,613.63

## CEMETERY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BOYLE	DAVID	\$78,562.82	\$6,289.39	\$84,852.21
DEFREITAS	JORGE	\$63,911.92	\$16,606.75	\$80,518.67
MCCARTHY	CHRISTOPHER	\$11,126.50	\$1,530.00	\$12,656.50
O'NEILL	KYLE	\$19,306.01	\$2,881.86	\$22,187.87
OUELLET	JEANNIE	\$8,467.82	\$1,858.50	\$10,326.32
SILVA	MARYANN	\$21,484.16	\$0.00	\$21,484.16
ZGONIS	NICHOLAS	\$53,881.43	\$10,623.48	\$64,504.91

## BOARD OF HEALTH

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BEALL	DARCY	\$13,484.16	\$5,037.69	\$18,521.85
DAY	RICHARD	\$450.00	\$0.00	\$450.00
DUNN-GREENWOOD	DONNA	\$35,300.52	\$0.00	\$35,300.52
GRANT	MICHELE	\$64,578.45	\$0.00	\$64,578.45
MASIELLO	MARK	\$72,953.62	\$3,312.04	\$76,265.66
MCCAUL	CAROLE	\$16,026.15	\$8,700.27	\$24,726.42
ROSA	SUSAN	\$103,667.38	\$4,705.84	\$108,373.22
SORRENTINO	KERRY	\$33,389.61	\$2,144.71	\$35,534.32
WRIGHT-GLASER	AMANDA	\$47,897.07	\$2,935.86	\$50,832.93

## COUNCIL ON AGING

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BARRY	DEBORAH	\$35,394.77	\$649.46	\$36,044.23
BERTOS	ANN	\$36,907.50	\$0.00	\$36,907.50
BISCHOFF	NICHOLINA	\$1,522.59	\$0.00	\$1,522.59
BLAIR	RUTH	\$6,856.68	\$0.00	\$6,856.68
BRAMAN DUSSAULT	NATALIE	\$54,245.15	\$0.00	\$54,245.15
CHAPUT	BETTY	\$5,837.83	\$0.00	\$5,837.83



# Town Administration

## Town Employee Payroll

### COUNCIL ON AGING

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
CURRAN	DEVIN	\$5,106.83	\$0.00	\$5,106.83
DALEY	TIMOTHY	\$8,787.93	\$0.00	\$8,787.93
DANAHY	THOMAS	\$16,610.29	\$0.00	\$16,610.29
DEAR	ELENA	\$46,271.65	\$2,806.25	\$49,077.90
DEELY	JOHN	\$0.00	\$0.00	\$0.00
FERNALD	NANCY	\$6,115.82	\$0.00	\$6,115.82
GIGUERE	NORMAND	\$4,094.21	\$0.00	\$4,094.21
GRANT	LISA	\$21,718.02	\$651.52	\$22,369.54
GRUENEICH	CAROL	\$8,422.75	\$0.00	\$8,422.75
GUERIN	JAMES	\$6,224.76	\$0.00	\$6,224.76
HILLIKER	WILLIAM	\$3,492.61	\$0.00	\$3,492.61
HOLTZMAN	RITA	\$0.00	\$0.00	\$0.00
HUNT	APRIL	\$47,737.72	\$93.65	\$47,831.37
JOHNSTON	SANDRA	\$2,161.95	\$0.00	\$2,161.95
KARABATSOS	JANE	\$794.20	\$0.00	\$794.20
LAMY	TINA	\$42,958.18	\$125.49	\$43,083.67
LIAKOS	ARTHUR	\$14,541.50	\$0.00	\$14,541.50
MACPHERSON	JANET	\$38,580.24	\$0.00	\$38,580.24
MAGUIRE	RICHARD	\$2,718.09	\$0.00	\$2,718.09
NORMANDY	COLLEEN	\$52,582.50	\$1,591.66	\$54,174.16
ONEIL	PATRICK	\$3,277.27	\$0.00	\$3,277.27
ONEIL	TRACY	\$23,561.25	\$2,113.30	\$25,674.55
PAPPAS	SIA	\$6,736.14	\$455.78	\$7,191.92
SIRIANI	DEBRA	\$82,488.12	\$0.00	\$82,488.12
SOLOMONIDES	KAREN	\$24,115.85	\$91.52	\$24,207.37
TUTELA	KAREN	\$13,573.60	\$1,487.32	\$15,060.92
WALSH	PETER	\$38,913.00	\$399.00	\$39,312.00
WORTHEN	PAUL	\$10,044.30	\$0.00	\$10,044.30

### VETERANS AGENT

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
JACKSON	REGINA	\$78,562.83	\$4,755.60	\$83,318.43

### LIBRARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BHAT	SUPRIYA	\$59,359.38	\$2,844.99	\$62,204.37
CARLSON	TANNER	\$432.00	\$0.00	\$432.00
COWGILL	MICHAEL	\$21,610.50	\$1,226.99	\$22,837.49
DEBEAUCOURT	DAVID	\$828.00	\$0.00	\$828.00
DELOSSANTOS	JOSE	\$13,070.53	\$45.46	\$13,115.99
DEMPSTER	SARA	\$64,132.75	\$791.78	\$64,924.53
EVANS	GLYNIS	\$49,861.85	\$4,221.74	\$54,083.59
FITZHANSO	JESSICA	\$64,158.74	\$1,197.66	\$65,356.40
FOLEY	MAUREEN	\$523.86	\$0.00	\$523.86
FRANCINE	LISA	\$62,999.49	\$2,121.01	\$65,120.50
FRASSA	DIANE	\$487.82	\$0.00	\$487.82



## Town Employee Payroll

### LIBRARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
GADGIL	TRUPTI	\$47,184.52	\$3,261.21	\$50,445.73
GRANT	ANDREA	\$46,474.49	\$3,128.54	\$49,603.03
HARRADON	MICHAEL	\$78,562.84	\$0.00	\$78,562.84
HARTMAN	JEFFREY	\$53,374.75	\$596.33	\$53,971.08
HERRMANN	ELIZABETH	\$123,892.69	\$5,623.94	\$129,516.63
HERZOG	BRIAN	\$88,943.75	\$2,690.26	\$91,634.01
JONES	WESLEY	\$19,207.86	\$338.81	\$19,546.67
KERKHOVE	THOMAS	\$3,796.50	\$0.00	\$3,796.50
KING	WILLIAM	\$18,400.64	\$0.00	\$18,400.64
LEAL	ALDEVINO	\$60,790.49	\$6,137.65	\$66,928.14
LESSARD	DEBORAH	\$48,811.44	\$6,885.35	\$55,696.79
LONGCHAMP	CHARLENE	\$49,861.84	\$4,932.11	\$54,793.95
LYKANSION	DANNY	\$64,142.11	\$2,414.86	\$66,556.97
MAFFETONE	DONNA	\$33,241.20	\$2,646.99	\$35,888.19
MAGNANT	EMILY	\$3,147.75	\$0.00	\$3,147.75
MASON	MARTHA	\$50,430.27	\$1,200.25	\$51,630.52
MCCARTHY	MELISSA	\$49,180.72	\$0.00	\$49,180.72
MICHAUD	MARTHA	\$240.20	\$107.14	\$347.34
MIU	LANNAE	\$798.75	\$0.00	\$798.75
MIU	PHILIP	\$588.00	\$0.00	\$588.00
MONAHAN	LUKE	\$7,036.50	\$0.00	\$7,036.50
MORRISSEY	DEBORAH	\$28,446.68	\$930.92	\$29,377.60
NELSON	STEPHANIE	\$21,598.90	\$422.03	\$22,020.93
OHEARNE	FIONA	\$3,369.56	\$0.00	\$3,369.56
PHILLIPS	ANDREW	\$4,135.50	\$0.00	\$4,135.50
PHILLIPS	JAMES	\$22,452.88	\$1,977.69	\$24,430.57
REIMANN	AMY	\$35,464.39	\$390.62	\$35,855.01
RIZWAN	ESHAL	\$1,956.00	\$0.00	\$1,956.00
RIZWAN	HANIYA	\$2,274.75	\$0.00	\$2,274.75
ROBINSON	LINDA	\$2,205.95	\$607.13	\$2,813.08
ROCHE-HELMES	CHRISTINE	\$39,225.21	\$5,490.02	\$44,715.23
SINGH	VANSHIKA	\$1,071.00	\$0.00	\$1,071.00
SYLVIA	THOMAS	\$5,649.37	\$724.41	\$6,373.78
TRAINOR	ERIN	\$28,168.23	\$2,731.32	\$30,899.55
TURCOTTE	VICKIE	\$88,943.77	\$4,035.38	\$92,979.15
WALSH	EILEEN	\$46,433.56	\$2,647.28	\$49,080.84
ZISCH	HEIDI	\$4,634.15	\$295.74	\$4,929.89

### NORTH TOWN HALL CUSTODIAN

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
SAVOIE	HENRY	\$6,266.00	\$650.00	\$6,916.00

### COMMUNITY SERVICES COORDINATOR

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
MELANSON	JENNIFER	\$67,968.86	\$0.00	\$67,968.86



# Town Administration

## Town Employee Payroll

### CCA TECHNICAL DIRECTOR

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
SILVIA	ANTHONY	\$26,000.00	\$0.00	\$26,000.00

### PUBLIC ACCESS CABLE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
HEINRICH	KURT	\$7,493.92	\$667.31	\$8,161.23
PEDULLA	PETER	\$98,114.45	\$4,454.34	\$102,568.79
PETERSON	THOMAS	\$88,943.75	\$18,947.64	\$107,891.39
SILVIA	DANIEL	\$56,991.17	\$0.00	\$56,991.17
STEIMEL	DIANNE	\$45,634.21	\$0.00	\$45,634.21
TARI	VILLU	\$76,696.67	\$4,639.64	\$81,336.31

### POLICE/AUXILLARY

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
GOYETTE	RICHARD	\$4,280.27	\$0.00	\$4,280.27
HAMEL	CODY	\$3,270.02	\$0.00	\$3,270.02
HOLSTON	KEVIN	\$11,604.15	\$0.00	\$11,604.15
JUMPP	GREGORY	\$212.68	\$0.00	\$212.68
MARTELL	MICHAEL	\$212.68	\$0.00	\$212.68
MERRILL	CODY	\$505.13	\$0.00	\$505.13
RAVANIS	PETER	\$9,730.30	\$0.00	\$9,730.30
TEEHAN	FRANCIS	\$40,886.82	\$0.00	\$40,886.82
TOUSIGNANT	LEO	\$24,866.67	\$0.00	\$24,866.67



## School Employee Payroll

### CENTRAL OFFICE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ARGENZIANO	JEFFREY	\$49,906.22	\$0.00	\$49,906.22
BATTLE	BERNARD	\$14,999.92	\$0.00	\$14,999.92
BERGLUND	KAREN	\$43,297.28	\$399.66	\$43,696.94
BOLDUC	LEANNE	\$26,632.15	\$461.01	\$27,093.16
BREKALIS	PETER	\$46,817.94	\$0.00	\$46,817.94
CURLEY	BRIAN	\$106,831.92	\$4,691.00	\$111,522.92
DEAN	KATHRINE	\$18,308.50	\$0.00	\$18,308.50
GIGLIO	SHARON	\$4,770.00	\$0.00	\$4,770.00
GUILLEMETTE	TRACY	\$42,656.38	\$0.00	\$42,656.38
HEFFERNAN	LISA	\$50,977.94	\$0.00	\$50,977.94
HIRSCH	LINDA	\$149,999.98	\$13,978.95	\$163,978.93
JOHNSON-COLLINS	JOANNA	\$125,221.98	\$7,827.54	\$133,049.52
KEARNS	KERRY	\$23,708.23	\$0.00	\$23,708.23
KIRKPATRICK	CHERYL	\$125,221.98	\$9,146.10	\$134,368.08
LANG	ROGER	\$196,349.92	\$28,517.70	\$224,867.62
LUKSHA	JODIE	\$50,769.20	\$0.00	\$50,769.20
MCDONALD	JANE	\$57,687.24	\$0.00	\$57,687.24
MERCIER	KATHERINE	\$54,204.54	\$9,500.00	\$63,704.54
NORMANDIN	STEVEN	\$44,570.76	\$0.00	\$44,570.76
PACELLI	DONNA	\$39,535.08	\$0.00	\$39,535.08
PEREIRA	ANTONIO	\$88,434.06	\$0.00	\$88,434.06
PHILLIPS	DEBORAH	\$42,611.00	\$7,550.94	\$50,161.94
REESE	AMY	\$125,221.98	\$10,695.65	\$135,917.63
RIGOLI	PAMELA	\$74,326.72	\$0.00	\$74,326.72
ROSE	WIOLETTKA	\$58,366.36	\$0.00	\$58,366.36
SHIN	DONG	\$43,696.90	\$0.00	\$43,696.90
SILVER	WILLIAM	\$125,221.98	\$13,825.62	\$139,047.60
SULLIVAN	PEGGY	\$0.00	\$4,000.00	\$4,000.00
WEBBER	RUTH	\$42,448.38	\$65.31	\$42,513.69
WEDEL	PAUL	\$83,639.92	\$932.91	\$84,572.83
WOODMAN	KAREN	\$39,535.08	\$0.00	\$39,535.08
WYMAN	JOSEPH	\$49,019.10	\$2,938.68	\$51,957.78

### HIGH SCHOOL

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ABOELSAAD	DAWN	\$83,162.08	\$1,278.01	\$84,440.09
ACHESON	BRIAN	\$88,568.30	\$402.58	\$88,970.88
ACHESON	CYNTHIA	\$34,875.96	\$875.00	\$35,750.96
ADIL	LISA	\$55,029.76	\$250.14	\$55,279.90
AGRESTO	LAWRENCE	\$20,333.04	\$0.00	\$20,333.04
ALVES	MADALENA	\$88,568.30	\$1,200.58	\$89,768.88
ANDERSON	CADEN	\$22,950.89	\$0.00	\$22,950.89
ANTETOMASO	MARY	\$88,568.30	\$3,382.58	\$91,950.88
ARENA	NANCY	\$87,666.96	\$22,534.15	\$110,201.11
ARRINGTON	ERICA	\$5,683.20	\$113.66	\$5,796.86



## School Employee Payroll

### HIGH SCHOOL

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
AYLWARD	JAMES	\$83,162.08	\$918.01	\$84,080.09
BARTOS	MATTHEW	\$88,568.30	\$4,329.58	\$92,897.88
BEATO	EDUARDO	\$66,283.58	\$4,584.85	\$70,868.43
BEATO	EMILIO	\$52,389.76	\$3,195.34	\$55,585.10
BEYRANEVAND	MATTHEW	\$111,861.00	\$1,800.00	\$113,661.00
BLAGG	JOSHUA	\$110,429.28	\$555.80	\$110,985.08
BLAGG	KAREN	\$87,762.06	\$3,695.92	\$91,457.98
BRENNAN	JILL	\$7,024.08	\$0.00	\$7,024.08
BRUELL	CAROL	\$87,762.06	\$1,847.92	\$89,609.98
BURLAND	JASON	\$80,349.64	\$5,622.22	\$85,971.86
CAFARELLI	JOHN	\$60,657.32	\$4,297.45	\$64,954.77
CARPENITO	SAMUEL	\$72,048.52	\$777.49	\$72,826.01
CHAGNON	KATHARINE	\$49,112.44	\$860.00	\$49,972.44
CHAGNON	MAIRIN	\$77,535.56	\$1,648.44	\$79,184.00
COCHRAN	LAUREN	\$87,762.06	\$9,811.92	\$97,573.98
COGLIANO	DIANE	\$83,162.08	\$528.01	\$83,690.09
COLE	BENJAMIN	\$83,162.08	\$4,559.01	\$87,721.09
COLLINS	DEBRA	\$87,762.06	\$523.92	\$88,285.98
COMEAU	KATE	\$83,162.08	\$3,475.01	\$86,637.09
COURTEMANCHE	STEVEN	\$88,472.37	\$2,846.93	\$91,319.30
DASCOLI	BRIDGET	\$21,706.02	\$0.00	\$21,706.02
DEGEN	DANA	\$66,211.77	\$373.02	\$66,584.79
DEMERS	JONATHAN	\$37,596.30	\$9,619.00	\$47,215.30
DERY	TARYN	\$94,188.07	\$0.00	\$94,188.07
DESCHENES	KATHRYN	\$83,162.08	\$857.77	\$84,019.85
DESILVIO	CHRISTINE	\$27,212.90	\$0.00	\$27,212.90
DEVANEY	MAURA	\$76,433.54	\$347.42	\$76,780.96
DEVILLASANTE	JORGE	\$66,211.77	\$373.02	\$66,584.79
DIBBLE	MATTHEW	\$83,162.08	\$978.01	\$84,140.09
DICK	ABBAY	\$104,013.52	\$0.00	\$104,013.52
DISTASI	REBECCA	\$30,970.94	\$7,309.06	\$38,280.00
DOAK	JENNIFER	\$83,162.08	\$3,528.01	\$86,690.09
DOHERTY	JOHN	\$52,942.26	\$162.72	\$53,104.98
DOHERTY	PATRICIA	\$0.00	\$30,503.71	\$30,503.71
DONNELL	MICHAEL	\$57,843.08	\$1,127.92	\$58,971.00
DONNELLY	LEEANN	\$8,554.60	\$0.00	\$8,554.60
DOULAMIS	KATHERINE	\$83,072.10	\$4,237.01	\$87,309.11
DRISCOLL	KELLEY	\$26,475.04	\$2,848.11	\$29,323.15
DURKIN	JULIE	\$82,762.76	\$1,672.20	\$84,434.96
DUSSAULT	JASON	\$83,162.08	\$2,258.01	\$85,420.09
EASTMAN	MARGARET	\$21,706.02	\$0.00	\$21,706.02
ELLIS	JEAN-MARIE	\$21,274.05	\$400.00	\$21,674.05





# School Employee Payroll

## HIGH SCHOOL

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
EMANOUIL	CATHERINE	\$22,685.22	\$259.98	\$22,945.20
FALLON	SUSAN	\$27,406.05	\$0.00	\$27,406.05
FARRELL	COURTNEY	\$83,162.08	\$528.01	\$83,690.09
FLORES	NICHOLE	\$21,878.90	\$0.00	\$21,878.90
GADBOIS	VERONICA	\$87,762.06	\$2,598.92	\$90,360.98
GAFFNEY	LEAH	\$83,162.08	\$2,973.01	\$86,135.09
GAUTHIER	SUSAN	\$87,762.06	\$3,003.92	\$90,765.98
GILBERT	STEPHANIE	\$79,061.81	\$3,453.58	\$82,515.39
GIOUMBAKIS	ELIAS	\$0.00	\$5,192.00	\$5,192.00
GOVER	ALLISON	\$64,552.08	\$588.91	\$65,140.99
GRAHAM	REBECCA	\$76,433.54	\$1,646.42	\$78,079.96
GRAY-WILLIAMS	MANDY	\$83,162.08	\$378.01	\$83,540.09
GREENE	JEREMY	\$87,762.06	\$398.92	\$88,160.98
GRENHAM	CHELSEA	\$20,190.81	\$0.00	\$20,190.81
GUARENTE	MATTHEW	\$60,657.32	\$11,245.71	\$71,903.03
HALL	AMANDA	\$39,008.30	\$147.65	\$39,155.95
HARDY	MARY	\$7,024.08	\$0.00	\$7,024.08
HARRINGTON	CHRISTOPHER	\$0.00	\$1,000.00	\$1,000.00
HART	DANIEL	\$102,744.72	\$0.00	\$102,744.72
HARTERY	MARTHA	\$36,630.29	\$138.65	\$36,768.94
HILL	JAMIE	\$61,639.31	\$607.50	\$62,246.81
HIRSCH	ALLISON	\$4,737.88	\$0.00	\$4,737.88
HOLLERAN	JEFFREY	\$83,162.08	\$378.01	\$83,540.09
HUBBARD	MAUREEN	\$83,072.10	\$468.01	\$83,540.11
HUERTAS-CAMPOS	DELILAH	\$21,780.00	\$0.00	\$21,780.00
HUGHES	ANGELA	\$24,185.91	\$3,010.36	\$27,196.27
HUNT	ILYSSA	\$83,162.08	\$378.01	\$83,540.09
JORDAN	JAMES	\$0.00	\$3,701.00	\$3,701.00
KAMEL	NANCY	\$24,678.99	\$0.00	\$24,678.99
KARANGIOZE	TERESA	\$88,568.30	\$22,795.33	\$111,363.63
KAVERUD	KRISTINA	\$92,798.16	\$2,418.81	\$95,216.97
KEA	KRISTINA	\$57,843.24	\$3,910.52	\$61,753.76
KELLEY	KARA	\$64,497.03	\$996.38	\$65,493.41
KELLY	COLLEEN	\$80,349.64	\$545.22	\$80,894.86
KENDER	MICHELLE	\$87,762.06	\$548.92	\$88,310.98
KIERNAN-BELL	NANCY	\$83,162.08	\$7,801.01	\$90,963.09
KING	JOHN	\$83,162.08	\$5,461.01	\$88,623.09
KOBRENSKI	REBECCA	\$83,162.08	\$378.01	\$83,540.09
LAFLAMME	KATHRYN	\$87,762.06	\$2,524.42	\$90,286.48
LAFORTUNE	JOSHUA	\$86,874.14	\$394.88	\$87,269.02
LAVIN	BRIANNA	\$20,333.04	\$3,799.50	\$24,132.54
LEARY	TAMMY	\$90,002.15	\$2,205.21	\$92,207.36



# Town Administration

## School Employee Payroll

### HIGH SCHOOL

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
LEARY	VANESSA	\$80,851.44	\$367.50	\$81,218.94
LESLIE	KATHLEEN	\$21,766.02	\$8,825.45	\$30,591.47
LICHTENTHAL	VALERIE	\$69,096.02	\$1,179.07	\$70,275.09
LIMA	CHRISTINE	\$84,508.41	\$853.72	\$85,362.13
LINDSTROM	CAROLYN	\$22,137.99	\$1,772.50	\$23,910.49
LOISELLE	ELIZABETH	\$87,762.06	\$30,100.17	\$117,862.23
LOTTO	MARGERY	\$22,857.99	\$6,132.50	\$28,990.49
LUBY	PAUL	\$20,568.03	\$0.00	\$20,568.03
LYONS	ROBERT	\$114,429.28	\$0.00	\$114,429.28
MACISAAC	JOHN	\$106,551.12	\$0.00	\$106,551.12
MARSETTA	LAUREN	\$88,568.30	\$2,132.58	\$90,700.88
MARSHALL	ERIN	\$87,762.06	\$398.92	\$88,160.98
MARSHALL	MICHAEL	\$83,162.08	\$3,089.51	\$86,251.59
MASON	MARCY	\$27,406.05	\$0.00	\$27,406.05
MATSON	AMY	\$104,560.04	\$0.00	\$104,560.04
MCARDLE	MARY JANE	\$104,013.52	\$1,800.00	\$105,813.52
MCDERMOTT	RYAN	\$23,090.90	\$0.00	\$23,090.90
MCGARY	BRENNAN	\$20,086.95	\$0.00	\$20,086.95
MCGOWAN-GUMP	MARGARET	\$102,744.72	\$0.00	\$102,744.72
MCGUIRK	MEGAN	\$100,208.16	\$0.00	\$100,208.16
MCINTYRE	ZACHARY	\$87,762.06	\$398.92	\$88,160.98
MCLAUGHLIN	RENEE	\$21,013.02	\$1,296.00	\$22,309.02
MCMANUS	JENNIFER	\$87,666.96	\$493.90	\$88,160.86
MEEGAN	MEAGAN	\$69,096.02	\$3,954.95	\$73,050.97
MERRILL	CONNOR	\$42,861.93	\$107.88	\$42,969.81
MESSIER	MARGARET	\$88,568.30	\$3,332.58	\$91,900.88
MIAN	AAMINA	\$21,274.14	\$799.60	\$22,073.74
MIKUS	KELLEY	\$55,061.50	\$2,936.41	\$57,997.91
MOHANRAJ	DEVIUMA	\$22,081.62	\$0.00	\$22,081.62
MOREAU	KELLEY	\$36,551.97	\$0.00	\$36,551.97
MORGAN	RENEE	\$15,806.89	\$0.00	\$15,806.89
MORRILL	COLLEEN	\$60,657.32	\$1,725.71	\$62,383.03
MORRIS	JONATHAN	\$102,744.72	\$0.00	\$102,744.72
MORRISSETTE	JENNA	\$73,255.06	\$512.98	\$73,768.04
MOTTRAM	SHAWNA	\$85,562.23	\$0.00	\$85,562.23
MOUSSEAU	DEREK	\$5,385.36	\$107.71	\$5,493.07
MULROONEY	MATTHEW	\$83,162.08	\$378.01	\$83,540.09
MURPHY	JOAN	\$83,162.08	\$1,988.01	\$85,150.09
MURRAY	STEPHEN	\$139,189.96	\$0.00	\$139,189.96
NOLLET	JESSICA	\$100,208.16	\$0.00	\$100,208.16
OKEEFE	MICHAEL	\$83,162.08	\$648.01	\$83,810.09
ONEAL	MARICLARE	\$76,291.85	\$1,196.10	\$77,487.95



# School Employee Payroll

## HIGH SCHOOL

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ORSINI	JENNIFER	\$73,214.94	\$4,109.69	\$77,324.63
OSULLIVAN	JOHN	\$87,762.06	\$1,798.92	\$89,560.98
OTOOLE	DEBBIE	\$23,503.80	\$3,368.19	\$26,871.99
PAGONIS	CHRISTINA	\$0.00	\$16,642.50	\$16,642.50
PARATO	LISA	\$83,162.08	\$378.01	\$83,540.09
PARSONS	RYAN	\$77,535.56	\$4,802.94	\$82,338.50
PECORA	JOHN	\$83,162.08	\$378.01	\$83,540.09
PELLAND	DENISE	\$23,448.99	\$0.00	\$23,448.99
PISCIONE	CHRIS	\$20,803.02	\$1,001.70	\$21,804.72
POISSON	RYAN	\$9,453.41	\$4,115.80	\$13,569.21
PRATT HERMAN	JENNIFER	\$0.00	\$18,818.75	\$18,818.75
PREES	HOLLY	\$20,333.04	\$4,751.50	\$25,084.54
QUINN	STEPHANIE	\$110,861.00	\$3,800.00	\$114,661.00
RANDOLPH	THERESA	\$8,978.10	\$159.98	\$9,138.08
REGAN	SUSAN	\$83,162.08	\$978.01	\$84,140.09
REID	JUSTIN	\$1,716.40	\$0.00	\$1,716.40
REILLY	CAROL	\$73,761.60	\$1,634.28	\$75,395.88
RICH	BRUCE	\$0.00	\$7,339.00	\$7,339.00
RICHTER	DANIEL	\$77,535.56	\$7,501.44	\$85,037.00
RICK	ELIZABETH	\$42,266.02	\$159.98	\$42,426.00
RIVARD	DONNA	\$21,706.02	\$0.00	\$21,706.02
ROBERTS	PATRICIA	\$87,762.06	\$398.92	\$88,160.98
ROBERTSON	CRAIG	\$0.00	\$19,619.49	\$19,619.49
ROBILLARD	SCOTT	\$87,762.06	\$1,178.92	\$88,940.98
ROEDER	AMANDA	\$83,162.08	\$7,512.51	\$90,674.59
ROGERS	KELLY	\$108,282.32	\$2,400.00	\$110,682.32
ROSA	DANIEL	\$92,898.68	\$3,676.77	\$96,575.45
RUGGIERO	MARGARET	\$20,525.49	\$400.00	\$20,925.49
RUSSO	ROBERT	\$83,162.08	\$2,153.01	\$85,315.09
SALMON	JENNIFER	\$51,108.52	\$232.31	\$51,340.83
SALOMAA	JOANNE FAGAN	\$63,469.50	\$1,988.50	\$65,458.00
SANCHEZ	PATRICIA	\$75,156.50	\$341.62	\$75,498.12
SANDERS	CLAYTON	\$75,156.50	\$341.62	\$75,498.12
SCARFO	KERRY ANN	\$25,331.79	\$0.00	\$25,331.79
SCOTT	GORDON	\$0.00	\$20,475.50	\$20,475.50
SEXAUER	MATTHEW	\$83,162.08	\$9,707.51	\$92,869.59
SHEA	KAITLYN	\$20,023.41	\$0.00	\$20,023.41
SHEA	MICHAEL	\$87,762.06	\$526.32	\$88,288.38
SHEEHAN	JUDITH	\$92,898.68	\$1,147.27	\$94,045.95
SHEPPARD	LINDSEY	\$76,156.78	\$1,138.67	\$77,295.45
SHOLDS	KIMBERLY	\$70,353.08	\$319.79	\$70,672.87
SHUPE	ANDREW	\$76,350.72	\$2,881.14	\$79,231.86



# Town Administration

## School Employee Payroll

### HIGH SCHOOL

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
SIMES	KATHRYN	\$110,861.00	\$1,800.00	\$112,661.00
SLOAN	MICHELE	\$87,762.06	\$398.92	\$88,160.98
SMITH	MARIAN	\$87,762.06	\$998.92	\$88,760.98
SOARES	SHEALAGH	\$77,535.56	\$352.44	\$77,888.00
SOUSA	STEVEN	\$57,731.66	\$1,127.42	\$58,859.08
SOUSA	THOMAS	\$83,162.08	\$2,829.01	\$85,991.09
STEEVES	DAVID	\$87,762.06	\$2,571.92	\$90,333.98
SULLIVAN	KATELYN	\$60,657.32	\$1,571.71	\$62,229.03
SULLIVAN	KATHRYN	\$87,762.06	\$2,272.42	\$90,034.48
SWANSON WILLIAMS	ALEXANDRA	\$58,113.93	\$422.96	\$58,536.89
SWEENEY	MARILYN	\$111,861.00	\$1,400.00	\$113,261.00
TAFT	KELLEY	\$19,906.95	\$0.00	\$19,906.95
TAHA	BARBARA	\$83,162.08	\$1,799.01	\$84,961.09
TANINI	LINDA	\$92,798.16	\$672.81	\$93,470.97
TRIVERS	GWEYN	\$23,135.07	\$655.00	\$23,790.07
TRUE-MELLO	KRISTEN	\$21,946.02	\$400.00	\$22,346.02
TYLENDIA	JESSICA	\$87,666.96	\$6,308.04	\$93,975.00
UPADHYAY	BINA	\$21,082.08	\$0.00	\$21,082.08
VAN BLARCOM	IAN	\$83,162.08	\$3,279.01	\$86,441.09
VARGA	ERIK	\$83,162.08	\$678.01	\$83,840.09
VITALE	CRAIG	\$83,162.08	\$4,017.01	\$87,179.09
VITALE	JACLYN	\$79,057.72	\$4,335.35	\$83,393.07
WARD	JASON	\$81,870.81	\$461.25	\$82,332.06
WHITE	THERESA	\$19,700.57	\$21.25	\$19,721.82
WHITTLESEY	CHRISTINA	\$111,861.00	\$0.00	\$111,861.00
WILLIAMS	DANIEL	\$79,860.00	\$2,595.00	\$82,455.00
WILSON	LARAINNE	\$101,476.96	\$0.00	\$101,476.96
WINDT	SANDRA	\$16,488.92	\$0.00	\$16,488.92
WITTE	MATTHEW	\$83,162.08	\$378.01	\$83,540.09
WOLFE	JESSICA	\$52,389.76	\$238.14	\$52,627.90
ZOPES	PETER	\$87,762.06	\$1,694.92	\$89,456.98
ZOUZAS	HARIKLIA	\$29,836.06	\$0.00	\$29,836.06
ZUKOWSKI	DAVID	\$18,267.48	\$0.00	\$18,267.48

### MCCARTHY MIDDLE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
AJIKUTIRA	SANGEETHA	\$72,048.52	\$327.49	\$72,376.01
AMENKOWICZ	MARYANNE	\$9,636.90	\$0.00	\$9,636.90
ATHANAS	DOROTHEA	\$66,621.09	\$4,426.04	\$71,047.13
AVILA	LINDA	\$20,819.94	\$411.58	\$21,231.52
BAILLARGEON	DANIELLE	\$83,162.08	\$1,881.01	\$85,043.09
BAKER	AMY	\$87,762.06	\$1,016.36	\$88,778.42
BEAUDOIN	MELISSA	\$21,058.19	\$0.00	\$21,058.19



# School Employee Payroll

## MCCARTHY MIDDLE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BELANGER	NANCY	\$87,762.06	\$2,323.72	\$90,085.78
BELLINGHERI	AMY	\$29,375.38	\$162.62	\$29,538.00
BERUBE	BENJAMIN	\$83,162.08	\$1,000.01	\$84,162.09
BIBBER-DELTRECCO	CAROLINE	\$87,762.06	\$4,356.92	\$92,118.98
BONNAR	ROSLYN	\$83,072.10	\$4,638.01	\$87,710.11
BRAZIL	KATHLEEN	\$60,657.32	\$1,805.37	\$62,462.69
BROCKMYRE-MARTIN	MARY	\$87,762.06	\$2,098.42	\$89,860.48
BRYANT	AARON	\$0.00	\$10,468.50	\$10,468.50
BUCKLEY	JAMES	\$58,748.06	\$1,470.04	\$60,218.10
CALOBRISI	KERRY ANN	\$101,476.96	\$0.00	\$101,476.96
CHARIG	MOYA	\$60,657.32	\$275.71	\$60,933.03
CHEMALY	JEFFREY	\$20,897.04	\$2,045.08	\$22,942.12
CONNELLY	DARLENE	\$20,837.04	\$3,213.64	\$24,050.68
COURTNEY	DANA	\$77,535.56	\$2,852.44	\$80,388.00
CRAMER	VIRGINIA	\$70,209.67	\$319.13	\$70,528.80
CROCKER	CATHERINE	\$21,873.96	\$400.00	\$22,273.96
CURRAN	LISA	\$83,162.08	\$3,199.51	\$86,361.59
DAIGLE	DENISE	\$76,433.54	\$2,513.42	\$78,946.96
DALESSANDRO	ELAINE	\$46,655.42	\$143.39	\$46,798.81
DALY	VIRGINIA	\$20,837.04	\$1,372.50	\$22,209.54
DAVIS	AMELIA	\$8,105.98	\$0.00	\$8,105.98
DENSON	MICHELE	\$88,568.30	\$1,698.58	\$90,266.88
DENTY	IRENE	\$20,595.72	\$0.00	\$20,595.72
DEVITO	KATHRYN	\$88,568.30	\$2,655.58	\$91,223.88
DIONNE	JOCELYN	\$20,702.01	\$0.00	\$20,702.01
EPSTEIN	SHELLEY LYNN	\$87,762.06	\$3,145.76	\$90,907.82
FELZANI	ADAM	\$88,568.30	\$1,232.70	\$89,801.00
FINN	KATHLEEN	\$20,783.00	\$159.92	\$20,942.92
FLANAGAN	JENNIFER	\$83,162.08	\$4,232.51	\$87,394.59
GALLAGHER	THOMAS	\$76,433.54	\$347.42	\$76,780.96
GERMAIN	TRACEY	\$83,162.08	\$2,203.51	\$85,365.59
GOSLIN	JULIE	\$49,718.02	\$225.99	\$49,944.01
GRAHAM	PATRICK	\$83,162.08	\$378.01	\$83,540.09
HATFIELD	JOAN	\$27,485.13	\$154.85	\$27,639.98
HERLIHY	JODIE	\$23,256.54	\$1,692.40	\$24,948.94
HIGGINS	JOYCE	\$17,624.04	\$0.00	\$17,624.04
HILL	KATHERINE	\$66,283.58	\$451.29	\$66,734.87
HOLLAND	KELLEY	\$21,207.18	\$1,891.02	\$23,098.20
ISAACS	KELLY	\$7,869.18	\$157.38	\$8,026.56
KALABOKIS	JOANNE	\$80,262.69	\$452.18	\$80,714.87
KANTOR	MICHAEL	\$57,731.66	\$262.42	\$57,994.08
KELLY-SULESKI	CAROL	\$76,433.54	\$1,518.92	\$77,952.46



# Town Administration

## School Employee Payroll

### MCCARTHY MIDDLE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
KILEY	SARAH	\$76,433.54	\$2,077.42	\$78,510.96
KLICK-MCHUGH	CAITLIN	\$87,666.96	\$1,000.52	\$88,667.48
KOMPERDA	JENNIFER	\$83,162.08	\$1,677.01	\$84,839.09
KONITZER	MICHELE	\$8,260.98	\$0.00	\$8,260.98
KOSCIOLEK	RAMONA	\$8,260.98	\$0.00	\$8,260.98
LANOUE	CATHERINE	\$83,162.08	\$1,881.01	\$85,043.09
LAROCHELLE	LISA	\$19,835.04	\$0.00	\$19,835.04
LARRABEE	TERRIE	\$69,096.02	\$1,610.07	\$70,706.09
LILJEGREN	STEVEN	\$92,898.68	\$422.27	\$93,320.95
LIVINGSTON	SHAUN	\$83,162.08	\$378.01	\$83,540.09
LOCOCO	KAREN	\$83,162.08	\$1,777.51	\$84,939.59
LUCENTE	KATHRYN	\$87,762.06	\$398.92	\$88,160.98
LYONS	KRISTEN	\$83,162.08	\$978.01	\$84,140.09
MACPHEE	JENNIFER	\$83,162.08	\$3,478.01	\$86,640.09
MAHER	GLENN	\$83,162.08	\$378.01	\$83,540.09
MANNION	IDA	\$35,965.62	\$79.96	\$36,045.58
MARSON	ELLEN	\$8,260.98	\$0.00	\$8,260.98
MARTIN	SANDRA	\$9,833.04	\$0.00	\$9,833.04
MARTINES	LAURIE	\$83,162.08	\$979.51	\$84,141.59
MCCARTHY	JACQUELINE	\$82,713.30	\$519.03	\$83,232.33
MCCORMICK	VIRGINIA	\$20,452.92	\$323.16	\$20,776.08
MCMAHON	MELISSA	\$64,508.62	\$1,176.01	\$65,684.63
MCPHEE	KURT	\$121,771.00	\$0.00	\$121,771.00
MEANEY	DANIELLE	\$83,162.08	\$378.01	\$83,540.09
MITCHELL	ARCH	\$9,511.91	\$0.00	\$9,511.91
MORIARTY	MARY	\$0.00	\$21,608.00	\$21,608.00
MURRAY	PAMELA	\$87,762.06	\$1,148.92	\$88,910.98
NUTT	TAMMIE	\$88,568.30	\$722.42	\$89,290.72
OMEARA	PAMELA	\$65,918.73	\$1,597.29	\$67,516.02
OTTOMAN	RACHEL	\$83,162.08	\$2,331.01	\$85,493.09
PANAGIOTAKOS	CHRISTINE	\$87,762.06	\$3,753.92	\$91,515.98
PANNETON	SHERRI	\$43,297.28	\$0.00	\$43,297.28
PINDARA	CHARLENE	\$39,448.60	\$149.31	\$39,597.91
PINDARA	ZACHARY	\$19,985.04	\$804.77	\$20,789.81
PIVONKA	SHARON	\$21,252.00	\$0.00	\$21,252.00
PLUNKETT	JOSHUA	\$18,132.74	\$0.00	\$18,132.74
PORTEN	EMILY	\$84,861.12	\$385.73	\$85,246.85
RICHARDSON	JODI	\$83,072.10	\$10,946.01	\$94,018.11
ROBBAT	JASON	\$19,519.92	\$648.00	\$20,167.92
ROBBAT	LINDA	\$81,102.10	\$378.01	\$81,480.11
ROCHWARG	CATHARINE	\$72,048.52	\$327.49	\$72,376.01
RUSH	CAROLINE	\$57,843.24	\$5,341.92	\$63,185.16



## School Employee Payroll

### MCCARTHY MIDDLE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
RUSSO	JANINE	\$8,260.98	\$0.00	\$8,260.98
SAVARESE	KELLY	\$20,277.09	\$0.00	\$20,277.09
SCHEINBART	CAROL	\$88,568.30	\$1,952.98	\$90,521.28
SCHILLE	JAYNE	\$20,956.92	\$4,024.78	\$24,981.70
SCHWAMB	EUGENE	\$67,453.24	\$306.60	\$67,759.84
SEERO	ELYSE	\$72,048.52	\$327.49	\$72,376.01
SEMENTELLI	KATHY	\$21,252.00	\$2,715.35	\$23,967.35
SHERLOCK	JOHN	\$83,162.08	\$586.21	\$83,748.29
SKAFF	LISA ANN	\$83,162.08	\$1,753.51	\$84,915.59
SKELTON	MARY	\$83,072.10	\$1,068.01	\$84,140.11
SLOCUM	SUSAN	\$87,762.06	\$2,849.92	\$90,611.98
SORAGHAN	BRIAN	\$51,053.31	\$10,812.45	\$61,865.76
SORRENTINO	LINDA	\$85,664.68	\$1,200.89	\$86,865.57
SPINAZOLA	MARGARET	\$7,359.42	\$0.00	\$7,359.42
SULLIVAN	ERIC	\$77,535.56	\$2,623.38	\$80,158.94
SWEENEY	BRITNI	\$54,167.02	\$29.83	\$54,196.85
SYKES	RUSSELL	\$21,252.00	\$0.00	\$21,252.00
TAYLOR	LISA	\$7,878.92	\$0.00	\$7,878.92
TESTA	CYNTHIA	\$84,861.12	\$385.73	\$85,246.85
THORP-DUSSOURD	KAREN	\$55,001.94	\$3,611.37	\$58,613.31
VENUGOPAL	DEVI	\$77,117.14	\$4,112.07	\$81,229.21
VINING	JESSICA	\$88,568.30	\$2,902.58	\$91,470.88
WRIGHT	SEAN	\$77,535.56	\$8,887.94	\$86,423.50
WU-MARSHALL	JANNIS	\$20,837.04	\$0.00	\$20,837.04
ZWART	RENEE	\$21,252.00	\$0.00	\$21,252.00

### PARKER MIDDLE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ABRAMS	JONATHAN	\$52,333.20	\$6,328.83	\$58,662.03
ADLER	ANITA	\$87,666.96	\$493.90	\$88,160.86
ADLEY	HANNAH	\$24,152.10	\$1,004.10	\$25,156.20
ANNUNZIATA	DAWNMARI	\$34,705.92	\$1,453.75	\$36,159.67
ASQUITH	BRENDAN	\$83,162.08	\$3,193.77	\$86,355.85
AVILA	LINDA	\$6,163.68	\$0.00	\$6,163.68
AYLWARD	JENNIFER	\$83,162.08	\$378.01	\$83,540.09
BAIN	JACLYN	\$83,162.08	\$378.01	\$83,540.09
BARO	EDITH	\$6,310.44	\$0.00	\$6,310.44
BARRICELLI	ROBERTA	\$83,162.08	\$378.01	\$83,540.09
BARTLEMAN	JENNIFER	\$21,077.04	\$790.50	\$21,867.54
BOUCHER	MARC	\$66,283.58	\$751.29	\$67,034.87
BOUDREAU	KATHLEEN	\$20,926.92	\$0.00	\$20,926.92
BRIAND	KIMBERLY	\$83,162.08	\$2,001.01	\$85,163.09
BUTLER	JALISA	\$60,657.32	\$275.71	\$60,933.03



## School Employee Payroll

### PARKER MIDDLE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
CARLSON	CHRISTINE	\$66,283.58	\$541.29	\$66,824.87
CARNEVALE	VICTORIA	\$63,400.92	\$2,286.95	\$65,687.87
CASELLA	KRISTINA	\$5,511.88	\$0.00	\$5,511.88
CASEY	LAURA	\$83,162.08	\$678.01	\$83,840.09
CHASE	TIMOTHY	\$0.00	\$2,451.00	\$2,451.00
CODY	TRACEY	\$75,156.50	\$761.62	\$75,918.12
COHAN	MARCIA	\$21,312.00	\$0.00	\$21,312.00
COLON	MEGHAN	\$57,843.24	\$262.92	\$58,106.16
CORBO	STACY	\$83,162.08	\$378.01	\$83,540.09
COURTEMANCHE	KARA	\$69,096.02	\$1,517.07	\$70,613.09
CROWLEY	JENNIFER	\$24,415.02	\$440.00	\$24,855.02
CULVER	MOLLY	\$0.00	\$15,870.00	\$15,870.00
DANTAS	DONNA	\$19,519.92	\$55.52	\$19,575.44
DAY	SANDRA	\$83,162.08	\$618.01	\$83,780.09
DEDINSKY	ELAINE	\$20,837.04	\$531.36	\$21,368.40
DELUCA	NANCY	\$9,636.90	\$0.00	\$9,636.90
DENNY-BROWN	ANN	\$69,096.02	\$1,262.07	\$70,358.09
DINGWELL	LORINDA	\$83,162.08	\$378.01	\$83,540.09
DOLAN	AUTUMN	\$88,568.30	\$2,348.08	\$90,916.38
DRAGOUMANOS	ELIZABETH	\$66,529.56	\$902.41	\$67,431.97
DUSSAULT	JENNIFER	\$75,156.50	\$2,071.62	\$77,228.12
EASTMAN	JENNIFER	\$83,162.08	\$1,581.01	\$84,743.09
EGAN	ASHLEY	\$52,217.52	\$237.35	\$52,454.87
ENGEL	SHANNON	\$83,162.08	\$1,581.01	\$84,743.09
FOLEY	DONNA	\$34,043.78	\$251.67	\$34,295.45
FRENETTE	MARY	\$21,282.00	\$7,240.37	\$28,522.37
FURTADO	JULIANNE	\$20,932.92	\$400.00	\$21,332.92
GARNON	GENEVIEVE	\$44,023.82	\$200.11	\$44,223.93
GIORDANO	LAUREN	\$76,156.78	\$3,228.33	\$79,385.11
GRAY	RONALD	\$51,108.52	\$232.31	\$51,340.83
HAMEL	MARICLARE	\$69,096.02	\$314.07	\$69,410.09
HAVENER	LYNN	\$21,107.04	\$0.00	\$21,107.04
HILBERG	KERRI	\$1,789.55	\$0.00	\$1,789.55
JEAN	ASHLEY	\$63,400.92	\$7,079.71	\$70,480.63
JOWETT	LINDA	\$76,433.54	\$6,527.02	\$82,960.56
KAMENIDES	LISA	\$83,162.08	\$378.01	\$83,540.09
KENNEDY	JEAN	\$87,666.96	\$1,789.90	\$89,456.86
KEOHANE	THERESE	\$87,762.06	\$1,823.12	\$89,585.18
KIMSOUNG	PAULINE	\$20,452.92	\$0.00	\$20,452.92
KISH	SHEILA	\$88,568.30	\$1,875.58	\$90,443.88
KURTH	KRISTIANA	\$54,970.26	\$309.69	\$55,279.95
KUTUVA JAYARAM	RANIMAI	\$4,451.48	\$0.00	\$4,451.48





## School Employee Payroll

### PARKER MIDDLE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
LANGDON	ABIGAIL	\$57,843.24	\$262.92	\$58,106.16
LAROCHELLE	NORMA	\$8,707.52	\$0.00	\$8,707.52
LEONARD	NICOLE	\$83,162.08	\$1,128.01	\$84,290.09
LINSNER	ERIC	\$76,433.54	\$7,899.42	\$84,332.96
LOISELLE	SUSAN	\$39,448.60	\$4,912.71	\$44,361.31
LOSSO	DEBORAH	\$14,415.82	\$0.00	\$14,415.82
MACISAAC	MELISSA	\$75,156.50	\$341.62	\$75,498.12
MAGNUSON	REBECCA	\$83,162.08	\$483.01	\$83,645.09
MAIER	DAVID	\$72,048.52	\$466.29	\$72,514.81
MANCHALA	JANAKI	\$2,956.12	\$0.00	\$2,956.12
MANGAN	JULIE	\$79,057.72	\$3,562.85	\$82,620.57
MAYOTTE	BARBARA	\$83,162.08	\$1,824.01	\$84,986.09
MCAULIFFE	DANIEL	\$83,072.10	\$468.01	\$83,540.11
MCCARTHY	GARRETT	\$83,162.08	\$5,859.93	\$89,022.01
MCCLURE	STEPHEN	\$87,762.06	\$2,897.92	\$90,659.98
MCFARLAND	KEVIN	\$42,295.88	\$335.28	\$42,631.16
MCNEIL	ASHLEY	\$8,952.12	\$0.00	\$8,952.12
MERRILL	SHANNON	\$83,162.08	\$516.81	\$83,678.89
MESITE	DAWN	\$23,425.17	\$378.01	\$23,803.18
MITRA	JALPA	\$20,451.00	\$2,110.61	\$22,561.61
MORTON	LISA	\$83,162.08	\$528.01	\$83,690.09
NOBLE	AMANDA	\$82,957.60	\$363.09	\$83,320.69
NORTH	MARY	\$20,837.04	\$246.24	\$21,083.28
OBRIEN INZ	SUSAN	\$92,898.68	\$422.27	\$93,320.95
OLSON	JUSTIN	\$24,957.03	\$1,434.40	\$26,391.43
ONEILL	MYRIAM	\$22,111.96	\$0.00	\$22,111.96
PARKS	ANGELA	\$83,162.08	\$1,518.01	\$84,680.09
PARKS	JEFFERY	\$121,771.00	\$4,120.00	\$125,891.00
PAUL	LYNN	\$20,837.04	\$1,193.68	\$22,030.72
PIAZZA	SUSAN	\$88,568.30	\$1,875.58	\$90,443.88
PONTES	ANTHONY	\$24,152.10	\$604.10	\$24,756.20
QUINN	KAREN	\$21,077.04	\$0.00	\$21,077.04
RADHAKRISHNAN	PRAVEENA	\$16,483.24	\$0.00	\$16,483.24
RAJI	PATRICIA	\$9,636.90	\$0.00	\$9,636.90
ROBINSON	DEBORAH	\$34,952.12	\$0.00	\$34,952.12
ROBINSON	JESSICA	\$63,469.50	\$1,113.34	\$64,582.84
SAHOO	MAMATA	\$21,605.01	\$563.57	\$22,168.58
SEXTON	ELIZABETH	\$87,762.06	\$398.92	\$88,160.98
SIMON	STEVEN	\$77,535.56	\$352.44	\$77,888.00
SOUZA	MARK	\$111,456.40	\$0.00	\$111,456.40
ST LOUIS	KRISTA	\$57,843.24	\$262.92	\$58,106.16
SUCHECKI	ERIN	\$67,453.24	\$456.60	\$67,909.84



# Town Administration

## School Employee Payroll

### **PARKER MIDDLE**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>REGULAR</b>	<b>OTHER</b>	<b>TOTAL</b>
SULESKI	MICHAEL	\$87,762.06	\$2,573.52	\$90,335.58
SULLIVAN	MICHAEL	\$72,048.52	\$1,663.37	\$73,711.89
SUNDERMANN	ERIK	\$22,043.06	\$2,969.53	\$25,012.59
TAYLOR	DONNA	\$20,578.14	\$508.15	\$21,086.29
TIANO	LISA	\$83,162.08	\$2,829.01	\$85,991.09
TYROS	CASSIDY	\$20,751.54	\$4,105.56	\$24,857.10
VOGEL	JULIA	\$54,914.28	\$365.72	\$55,280.00
VORONOV	JULIA	\$73,175.73	\$562.26	\$73,737.99
WALSH	CHRISTINE	\$2,821.17	\$0.00	\$2,821.17
WALSH	JANICE	\$9,833.04	\$2,775.25	\$12,608.29
WEICK	DENA	\$88,568.30	\$4,201.58	\$92,769.88
WHALEN	LILIE	\$17,860.24	\$0.00	\$17,860.24
WING	PAUL	\$87,762.06	\$1,721.92	\$89,483.98

### **BYAM ELEMENTARY**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>REGULAR</b>	<b>OTHER</b>	<b>TOTAL</b>
ABBASCIANO	MICHELLE	\$53,128.70	\$125.14	\$53,253.84
ARORA	ANUPAMA	\$87,762.06	\$398.92	\$88,160.98
ATKINSON	KIMBERLY	\$83,162.08	\$3,185.26	\$86,347.34
BABSON	KRISTIN	\$83,162.08	\$3,000.01	\$86,162.09
BARRETT	BEVERLY	\$51,108.52	\$13,067.31	\$64,175.83
BLUMBERG	JANE	\$0.00	\$20,475.50	\$20,475.50
BOUCHARD	CELESTE	\$20,926.92	\$0.00	\$20,926.92
BURGESS	CATHERINE	\$83,162.08	\$378.01	\$83,540.09
CAMIRE	ALYSSA	\$80,349.64	\$545.22	\$80,894.86
CAREY	JANET	\$83,162.08	\$1,881.01	\$85,043.09
CARSON	SARAH	\$83,162.08	\$378.01	\$83,540.09
CASABURRI	FAYE	\$63,469.50	\$3,295.25	\$66,764.75
CASTONGUAY	MARY	\$22,481.97	\$400.00	\$22,881.97
COLE	MAURA	\$71,736.75	\$404.15	\$72,140.90
CONTE	CATHERINE	\$20,015.04	\$0.00	\$20,015.04
CORMACK-ODONNELL	MARIE	\$83,162.08	\$1,677.01	\$84,839.09
DALEY	ALEXANDRA	\$22,043.06	\$766.75	\$22,809.81
DAVENPORT	KARLEE	\$21,153.09	\$492.25	\$21,645.34
DILLMAN	SUSAN	\$51,053.31	\$287.62	\$51,340.93
DOLAN	ELIZABETH	\$101,476.96	\$0.00	\$101,476.96
DOSSIN	ANNE	\$37,366.98	\$0.00	\$37,366.98
DRISCOLL	BETSEY	\$4,954.48	\$0.00	\$4,954.48
DYNAN	DEBORAH	\$26,484.81	\$884.21	\$27,369.02
FERRONETTI	SUSAN	\$66,283.58	\$1,673.01	\$67,956.59
FIELDING	ANDREW	\$3,320.19	\$0.00	\$3,320.19
FLAHERTY	BRENDAN	\$21,153.08	\$0.00	\$21,153.08
FREDETTE	JASON	\$115,483.94	\$3,000.00	\$118,483.94



# School Employee Payroll

## BYAM ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
GAUDETTE	LISA	\$20,820.69	\$1,467.00	\$22,287.69
GAUDINO	DIANE	\$22,043.07	\$0.00	\$22,043.07
GESUALDI	DAWN	\$83,162.08	\$4,261.01	\$87,423.09
GOFF	MICHAEL	\$22,043.07	\$7,978.24	\$30,021.31
GOLDSTEIN	JENNIFER	\$83,072.10	\$918.01	\$83,990.11
GRABER	MATTHEW	\$73,255.06	\$1,434.98	\$74,690.04
GREENLEE	JAN	\$9,985.50	\$0.00	\$9,985.50
HAGAR	ALICIA	\$3,425.10	\$68.50	\$3,493.60
HANAFIN	SHERRI	\$83,162.08	\$378.01	\$83,540.09
HANNON	KATHLEEN	\$4,799.02	\$0.00	\$4,799.02
HANS	ANSHUL	\$21,153.09	\$400.00	\$21,553.09
HARRIS	KATHERINE	\$88,568.30	\$402.58	\$88,970.88
HAYWARD	CHRISTOPHER	\$8,260.98	\$0.00	\$8,260.98
HICKS	MEGHANNE	\$83,162.08	\$378.01	\$83,540.09
HOGAN	MEGHAN	\$83,162.08	\$1,581.01	\$84,743.09
HOLMAN	MELISSA	\$87,762.06	\$398.92	\$88,160.98
HURLEY-LEACH	DIANE	\$0.00	\$15,084.75	\$15,084.75
JACKSON	KATHRYN	\$52,161.06	\$488.86	\$52,649.92
KAPOPOULOS	CHRISTINE	\$8,260.98	\$0.00	\$8,260.98
KAZARIAN	LYNN	\$0.00	\$14,840.10	\$14,840.10
KEHOE	TERRY	\$20,986.92	\$0.00	\$20,986.92
KENNEDY	MEGHAN	\$85,664.68	\$839.39	\$86,504.07
KIVLAN	SARAH	\$9,872.52	\$200.00	\$10,072.52
KLIX	ROBERTA	\$83,162.08	\$3,116.26	\$86,278.34
LACAVA	JESSICA	\$22,500.00	\$0.00	\$22,500.00
LALLY	ERIN	\$87,666.96	\$493.90	\$88,160.86
LAMBERT	DONNA	\$22,043.07	\$1,760.40	\$23,803.47
LAROSE-YORK	RENEE	\$83,162.08	\$558.01	\$83,720.09
LEHAN	DANIELLE	\$20,151.00	\$0.00	\$20,151.00
LOJZIM	KRISTIE	\$47,046.04	\$213.84	\$47,259.88
MACDONALD	CAROL	\$20,837.04	\$0.00	\$20,837.04
MADDEN	BARBARA	\$22,481.97	\$400.00	\$22,881.97
MAGUIRE	ELEN	\$83,162.08	\$2,181.01	\$85,343.09
MANIACHI	LAURIE	\$7,464.33	\$0.00	\$7,464.33
MANUPELLI	LISA	\$19,745.04	\$2,677.50	\$22,422.54
MARCHANT	KRISTINA	\$83,162.08	\$858.01	\$84,020.09
MARKHAM	JILL	\$20,837.04	\$0.00	\$20,837.04
MARTIN	LISA	\$0.00	\$11,220.00	\$11,220.00
MARTIN-LOEW	CATHERINE	\$75,156.50	\$1,561.36	\$76,717.86
MATSON-DURKIN	HOLLY	\$87,762.06	\$4,088.42	\$91,850.48
MCCALL	CARRIE	\$76,433.54	\$347.42	\$76,780.96
MCKENNA	CHRISTINE	\$0.00	\$14,152.50	\$14,152.50



## School Employee Payroll

### BYAM ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
MCNULTY	STEPHANIE	\$8,260.98	\$0.00	\$8,260.98
MEADOWS	JENNIFER	\$22,073.07	\$2,184.85	\$24,257.92
MIGNEAULT	DEBORAH	\$20,926.92	\$0.00	\$20,926.92
MURPHY	STELLA	\$18,850.86	\$3,140.75	\$21,991.61
PALAGIRI	ZABEENA	\$2,171.69	\$0.00	\$2,171.69
PAROYIAN	EMMA	\$8,679.81	\$0.00	\$8,679.81
PATIN-KOOKEN	KARLA	\$77,535.56	\$622.44	\$78,158.00
QUINN	CAROLYN	\$8,260.98	\$0.00	\$8,260.98
QUINN	COURTNEY	\$75,156.50	\$2,313.35	\$77,469.85
REGAN	AMY	\$80,349.64	\$365.22	\$80,714.86
RILEY	MONICA	\$20,987.04	\$0.00	\$20,987.04
SANAM	SHEETHAL	\$21,605.01	\$400.00	\$22,005.01
SAPIENZA	KIMBERLY	\$21,252.00	\$0.00	\$21,252.00
SARAO	CATHERINE	\$20,926.92	\$400.00	\$21,326.92
SEXAUER	ELIZABETH	\$55,713.06	\$341.62	\$56,054.68
SILVA	CELINE	\$20,926.92	\$0.00	\$20,926.92
STREETER	KRISTY	\$83,162.08	\$1,701.01	\$84,863.09
SUBREENDUTH	RAVINCHAND	\$15,470.23	\$478.78	\$15,949.01
SULLIVAN	LAUREN	\$83,162.08	\$378.01	\$83,540.09
SZABLAK	LINDA	\$83,072.10	\$468.01	\$83,540.11
TICHES	RENEE	\$83,162.08	\$26,473.01	\$109,635.09
TOLLES	BRIAN	\$21,153.09	\$1,793.00	\$22,946.09
TULLY	ALYCE	\$10,211.46	\$0.00	\$10,211.46
VARMA	MEERA	\$15,971.84	\$0.00	\$15,971.84
VASQUEZ	RUTH	\$17,986.94	\$0.00	\$17,986.94
WALSH	ASHLEY	\$69,096.02	\$314.07	\$69,410.09
WASZAK	ALISON	\$52,333.20	\$294.83	\$52,628.03
WILLIAMS	PHANI	\$8,260.98	\$0.00	\$8,260.98
WYNN	DEBBIE	\$22,043.07	\$45.50	\$22,088.57

### CENTER ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ALTAFFER	KELLIE-JEAN	\$8,093.26	\$0.00	\$8,093.26
ALVELO	JESSICA	\$20,031.00	\$0.00	\$20,031.00
ANDERSON	ELIZABETH	\$8,260.98	\$0.00	\$8,260.98
AYOTTE	JENNIFER	\$62,927.16	\$1,710.49	\$64,637.65
BARRETT	ERICA	\$79,057.72	\$6,618.35	\$85,676.07
BENTLEY	LAURA	\$63,469.50	\$1,611.50	\$65,081.00
BERGLUND	CATHARINA	\$19,579.92	\$0.00	\$19,579.92
BROOKS	HEATHER	\$66,283.58	\$301.29	\$66,584.87
BUSCHLE	MARY	\$0.00	\$405.00	\$405.00
CAFFELLE	MARY	\$37,366.94	\$750.00	\$38,116.94
CARTER	KATHLEEN	\$83,162.08	\$378.01	\$83,540.09



# School Employee Payroll

## CENTER ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
COLBERT	JENNIFER	\$19,971.12	\$0.00	\$19,971.12
COTTER	DIANNE	\$83,162.08	\$1,677.01	\$84,839.09
CRAFTS	THERESA	\$75.00	\$12,022.50	\$12,097.50
CUNNINGHAM	ALICIA	\$83,162.08	\$1,731.01	\$84,893.09
DARWIN	LISA	\$20,897.04	\$11,954.45	\$32,851.49
DELETETSKY	ROBERTA	\$8,105.98	\$0.00	\$8,105.98
DEROECK	SARA	\$55,029.76	\$437.14	\$55,466.90
DOOLEY	SUSAN	\$83,162.08	\$1,881.01	\$85,043.09
ENGDAHL	MEAGHAN	\$51,053.31	\$1,089.62	\$52,142.93
ERICKSON	JESSICA	\$19,549.92	\$1,498.00	\$21,047.92
ERRGONG-WEIDER	MEGAN	\$83,162.08	\$4,370.01	\$87,532.09
FINNEGAN	MEGAN	\$9,875.00	\$1,098.00	\$10,973.00
FULREADER	DIANNA	\$115,483.94	\$3,000.00	\$118,483.94
FULTZ	KIMBERLEY	\$20,483.00	\$180.00	\$20,663.00
FYTEN	ANN MARIE	\$8,427.93	\$12.75	\$8,440.68
GALLUCCIO	LISA	\$8,260.98	\$0.00	\$8,260.98
GHOBRIAL	MARY	\$8,260.98	\$2,775.25	\$11,036.23
GREGORY	KATHLEEN	\$60,791.78	\$276.33	\$61,068.11
GUERRA	MARY	\$66,283.58	\$301.29	\$66,584.87
GUILMETTE	JOANNE	\$0.00	\$16,590.00	\$16,590.00
HEALY	ERIN	\$4,410.12	\$0.00	\$4,410.12
HENRY-COLE	SALLY	\$87,762.07	\$8,123.80	\$95,885.87
HILL	KIMBERLY	\$20,837.04	\$0.00	\$20,837.04
HUGUET	ALESSANDRA	\$80,349.64	\$4,465.22	\$84,814.86
JOOS	DARLEEN	\$88,472.37	\$3,403.43	\$91,875.80
JOYCE	ALANA	\$47,046.04	\$213.84	\$47,259.88
KELLEHER	SHAYLA	\$7,500.00	\$0.00	\$7,500.00
KINNEY	ALICIA	\$20,422.92	\$3,648.75	\$24,071.67
KIVI	TANYA	\$88,568.30	\$402.58	\$88,970.88
KNIGHT	BARBARA	\$83,162.08	\$678.01	\$83,840.09
KRAFSIG	JENNIFER	\$83,162.08	\$2,838.01	\$86,000.09
LABBE	JEFFREY	\$87,762.06	\$398.92	\$88,160.98
LALLAS	CATHERINE	\$83,162.08	\$378.01	\$83,540.09
LEHMANN	MAUREEN	\$22,597.08	\$1,368.00	\$23,965.08
LOMICKA	BARBARA	\$21,252.00	\$690.00	\$21,942.00
MACKESSY	KRISTINE	\$36,002.55	\$97.96	\$36,100.51
MALONE	REBECCA	\$20,867.04	\$0.00	\$20,867.04
MARA	KIMBERLY	\$87,762.06	\$848.92	\$88,610.98
MARCOTTE	SHARON	\$21,371.88	\$400.00	\$21,771.88
MARINO	COLLEEN	\$52,161.06	\$533.86	\$52,694.92
MCCARTHY	KRISTIN	\$8,135.19	\$0.00	\$8,135.19
MCCARTIN	SALLY	\$20,897.04	\$0.00	\$20,897.04



# Town Administration

## School Employee Payroll

### CENTER ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
MCCONNELL	BRENDA	\$63,469.50	\$768.50	\$64,238.00
MCELHINNEY	DONNA	\$0.00	\$345.00	\$345.00
MUSE	CASSANDRA	\$52,389.76	\$238.14	\$52,627.90
OHEARN	CHERYL	\$17,611.27	\$0.00	\$17,611.27
OLSON	KRISTEN	\$83,162.08	\$3,913.59	\$87,075.67
OLSSON	MARYELLEN	\$83,162.08	\$4,388.01	\$87,550.09
OMOBONO	DONNA	\$100,208.16	\$0.00	\$100,208.16
PAPPERT	ALYSSA	\$19,609.92	\$0.00	\$19,609.92
PIERCE-CLARKE	KARI	\$83,162.08	\$3,011.01	\$86,173.09
POPKIN	JANIS	\$16,172.27	\$0.00	\$16,172.27
PREVOST	SAMANTHA	\$52,389.76	\$238.14	\$52,627.90
REMICK	JESSICA	\$79,042.30	\$678.01	\$79,720.31
RICHERD GLADIUS	JUDITH GLADIUS	\$19,775.04	\$400.00	\$20,175.04
ROSS-MYERS	DEBORAH	\$20,837.04	\$1,303.88	\$22,140.92
ROSSMAN	KATHY	\$75,509.28	\$430.14	\$75,939.42
SANTABARBARA	SUSAN	\$0.00	\$20,475.50	\$20,475.50
SANTOS	STEPHANIE	\$66,283.58	\$421.29	\$66,704.87
SHELDON	DOLORES	\$8,260.98	\$0.00	\$8,260.98
SOLLENBERGER	JULIA	\$71,814.38	\$326.43	\$72,140.81
SPILLER	KELLEY	\$13,028.93	\$0.00	\$13,028.93
STEFFEY	JOANNA	\$0.00	\$11,550.00	\$11,550.00
STEVENSON	BETH	\$0.00	\$15,645.00	\$15,645.00
STUART	SARAH	\$76,280.30	\$447.33	\$76,727.63
TRAGER	BROOKE	\$63,469.50	\$2,568.50	\$66,038.00
TRAGER	STACIE	\$76,156.78	\$3,481.42	\$79,638.20
TRUDEL	CYNTHIA	\$21,342.00	\$0.00	\$21,342.00
WALKER	ANNAN	\$54,970.26	\$1,512.69	\$56,482.95
WHITE	DENISE	\$0.00	\$23,357.13	\$23,357.13
YANKOPOULOS	CLAIRE	\$50,079.58	\$2,594.07	\$52,673.65
YOUNG	EILEEN	\$77,535.56	\$2,052.44	\$79,588.00

### HARRINGTON ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ABBOTT	KATHLEEN	\$21,312.00	\$0.00	\$21,312.00
AKER	AMY	\$0.00	\$18,818.75	\$18,818.75
ASHDOWN	LISA	\$83,162.08	\$2,186.76	\$85,348.84
ASSELIN	ROBERT	\$115,483.94	\$3,000.00	\$118,483.94
AUTIO	JENNIFER	\$6,374.15	\$0.00	\$6,374.15
BLAKE	SARAH	\$20,836.92	\$0.00	\$20,836.92
BORLETTO	TRACY	\$20,061.00	\$560.00	\$20,621.00
BOYNTON	JENNIFER	\$0.00	\$15,215.00	\$15,215.00
BROWN	E DIANE	\$0.00	\$20,475.50	\$20,475.50
BUCKLEY	DENISE	\$51,108.52	\$232.31	\$51,340.83
CASSELS	KATHLEEN	\$20,837.04	\$0.00	\$20,837.04



# School Employee Payroll

## HARRINGTON ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
CLIMO	KIMBERLY	\$19,971.00	\$1,199.25	\$21,170.25
CODDAIRE	ELIZABETH	\$83,162.08	\$378.01	\$83,540.09
COLE	IAN	\$52,217.52	\$1,431.60	\$53,649.12
CONRAD	MICHELLE	\$8,260.98	\$0.00	\$8,260.98
CORMIER	KELLY	\$83,162.08	\$378.01	\$83,540.09
CORMIER	KRISTEN	\$19,519.92	\$0.00	\$19,519.92
COTE	ALLISON	\$57,843.24	\$1,027.92	\$58,871.16
COTE	KRISTINA	\$69,096.02	\$914.07	\$70,010.09
DANIELI	ELIZABETH	\$72,048.52	\$1,710.49	\$73,759.01
DEFREITAS	BARBARA	\$48,576.64	\$1,435.31	\$50,011.95
DEMAMBRO	JESSICA	\$20,019.62	\$0.00	\$20,019.62
DODGE	PATRICIA	\$0.00	\$16,462.50	\$16,462.50
DUNN	CHRISTINA	\$60,657.32	\$275.71	\$60,933.03
EMERY	MELISSA	\$5,074.32	\$0.00	\$5,074.32
FIDLER	HEATHER	\$18,440.37	\$40.00	\$18,480.37
FIELDING	ALLYSSA	\$8,337.87	\$0.00	\$8,337.87
GAFFNEY	KATE	\$52,217.52	\$237.35	\$52,454.87
GAMBON	SUSAN	\$0.00	\$20,475.50	\$20,475.50
GILBERT	STACY	\$83,162.08	\$1,581.01	\$84,743.09
GRABOWSKI	KAREN	\$100,208.16	\$0.00	\$100,208.16
GRAHAM	KRISTEN	\$79,447.76	\$828.01	\$80,275.77
GRIFFIN	ALYSSA	\$8,260.98	\$0.00	\$8,260.98
H Aidar	DIANE	\$0.00	\$16,020.00	\$16,020.00
HARDY	KELLY	\$52,217.52	\$237.35	\$52,454.87
HOFFMAN	JANET	\$83,162.08	\$4,261.01	\$87,423.09
IMBRIACO	ANDREA	\$83,072.10	\$1,947.01	\$85,019.11
JOHANSON	NICOLE	\$13,277.33	\$0.00	\$13,277.33
JUHOLA	PAIGE	\$8,260.98	\$0.00	\$8,260.98
KENNEY	ROBYN	\$83,162.08	\$1,581.01	\$84,743.09
KINGSTON	TAMMY LEE	\$20,867.04	\$0.00	\$20,867.04
KOLAKOWSKI	CATHERINE	\$70,353.08	\$1,669.79	\$72,022.87
KOWALIK	JESSICA	\$83,162.08	\$3,180.01	\$86,342.09
KUFFERT	JONATHON	\$47,046.04	\$213.84	\$47,259.88
LABOSSIÈRE	CAROLYN	\$76,433.54	\$2,952.42	\$79,385.96
LALWANI	DIVYA	\$0.00	\$16,140.00	\$16,140.00
LARIVEE	CAROLE	\$87,762.06	\$3,003.92	\$90,765.98
LAROSA	CHARLES	\$19,895.04	\$1,402.85	\$21,297.89
LEE	ESTHER	\$2,767.38	\$0.00	\$2,767.38
LOESCH	ELIZABETH	\$19,519.92	\$0.00	\$19,519.92
LOMBARDO	MELISSA	\$21,449.30	\$0.00	\$21,449.30
MACALLISTER	MARYBETH	\$77,535.56	\$2,426.44	\$79,962.00
MAHER	H LISA	\$21,251.88	\$4,928.44	\$26,180.32
MAHONEY	PATRICIA	\$8,260.98	\$0.00	\$8,260.98



## School Employee Payroll

### HARRINGTON ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
MARMO	ANDREA	\$83,162.08	\$478.01	\$83,640.09
MARVIN	MICHELLE	\$75,156.50	\$922.62	\$76,079.12
MAZZONE	KELLY	\$55,061.50	\$535.28	\$55,596.78
MCCORMACK	SUSAN	\$20,867.04	\$0.00	\$20,867.04
MCMENIMAN	PAMELA	\$83,162.08	\$1,808.01	\$84,970.09
MENESES	ANGELA	\$52,389.76	\$238.14	\$52,627.90
MORSE	JESSICA	\$57,843.24	\$502.92	\$58,346.16
NAGLE	KAITLYN	\$55,029.76	\$430.14	\$55,459.90
OLEY	LAURIE	\$1,383.69	\$0.00	\$1,383.69
ONEIL	LYNDSEY	\$57,843.24	\$1,692.92	\$59,536.16
OTTO	SUSAN	\$21,312.00	\$0.00	\$21,312.00
PAGE	MICHELLE	\$37,410.46	\$0.00	\$37,410.46
PAILES	THERESA	\$87,762.06	\$848.92	\$88,610.98
POTCNER	LEAH	\$60,657.32	\$8,276.41	\$68,933.73
PROIA	JOCELYNE	\$8,260.98	\$0.00	\$8,260.98
PRUSSACK	AMY	\$87,762.06	\$398.92	\$88,160.98
QUESNEL	JACLYN	\$71,153.54	\$503.42	\$71,656.96
QUINN-HARRAHY	NANCY	\$23,761.10	\$151.38	\$23,912.48
SAWYER	ELIZABETH	\$83,162.08	\$4,282.01	\$87,444.09
SILVA	KERRY	\$3,014.09	\$0.00	\$3,014.09
SULLIVAN	KELLIE	\$83,162.08	\$618.01	\$83,780.09
TORPEY	ELIZABETH	\$66,283.58	\$481.29	\$66,764.87
TREDEAU	MARY	\$20,837.04	\$180.00	\$21,017.04
VALENTINO	JESSICA	\$61,648.74	\$580.22	\$62,228.96
WURTZLER	STEVE	\$83,162.08	\$498.01	\$83,660.09

### SOUTH ROW ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ABBOTT	TAMMY	\$72,048.52	\$447.49	\$72,496.01
ARONIAN	NANCY	\$21,372.00	\$6,726.77	\$28,098.77
BACON	PHYLLIS	\$21,252.00	\$690.00	\$21,942.00
BOTT	MICHELLE	\$8,288.94	\$0.00	\$8,288.94
BOYD	TRICIA	\$63,469.50	\$288.50	\$63,758.00
BRENNAN	VICKI	\$21,252.00	\$7,178.13	\$28,430.13
BROGAN	DEIRDRE	\$83,183.00	\$422.27	\$83,605.27
BULLOCK	CARA	\$66,283.58	\$1,504.29	\$67,787.87
BURLAMACHI	ELIZABETH	\$20,897.04	\$0.00	\$20,897.04
CARLSON	CHERYL	\$45,688.52	\$199.97	\$45,888.49
CLARK	JENNIFER	\$3,382.36	\$0.00	\$3,382.36
CONNOLLY	ELAINE	\$83,162.08	\$21,263.01	\$104,425.09
COOPER	AMANDA	\$50,633.16	\$627.49	\$51,260.65
CRAIG	ANNE	\$83,162.08	\$828.01	\$83,990.09
CRISTANTIELLO	JANE	\$83,162.08	\$678.01	\$83,840.09





## School Employee Payroll

### SOUTH ROW ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
DIXON-MASSON	PAMELA	\$5,074.32	\$0.00	\$5,074.32
DOSSIN	EMILY	\$63,469.50	\$588.50	\$64,058.00
DRISCOLL	TERRY	\$81,959.64	\$372.54	\$82,332.18
DUNCAN	JACLYN	\$66,283.58	\$4,784.29	\$71,067.87
ELDAKKACHE	SONYA	\$8,288.94	\$0.00	\$8,288.94
FRASCA	STACY	\$83,162.08	\$378.01	\$83,540.09
GAMBLE-BROWN	REBECCA	\$69,096.02	\$314.07	\$69,410.09
GRUNDY	ZACHARY	\$20,732.01	\$0.00	\$20,732.01
HAMILTON	LORETTA	\$21,252.00	\$0.00	\$21,252.00
HEATER	JENNIFER	\$20,034.80	\$0.00	\$20,034.80
HECTOR	TRACEY	\$8,288.94	\$0.00	\$8,288.94
HEVEY	ALLISON	\$83,162.08	\$378.01	\$83,540.09
HICKS	CATHERINE	\$80,349.64	\$1,084.95	\$81,434.59
HODGKINS	JUDY	\$83,162.08	\$378.01	\$83,540.09
HOGAN	SARAH	\$83,162.08	\$828.01	\$83,990.09
INFANTINO	BRENDA	\$2,501.83	\$55.92	\$2,557.75
JENNINGS	KATHERINE	\$52,389.76	\$338.14	\$52,727.90
KARNIK	AISHWARYA	\$8,288.94	\$0.00	\$8,288.94
KELLEY	DEIRDRE	\$81,959.64	\$1,710.54	\$83,670.18
KRASNOVSKY	SARAH	\$60,657.32	\$275.71	\$60,933.03
KRAUCH	MARTHA	\$83,162.08	\$798.01	\$83,960.09
LEFEBVRE	KIM	\$52,389.76	\$238.14	\$52,627.90
LOPEZ	CATHLEEN	\$19,807.94	\$402.04	\$20,209.98
MAIN	SUSAN	\$20,897.04	\$0.00	\$20,897.04
MARTIN	MICHELLE	\$60,657.32	\$275.71	\$60,933.03
MATHEWS	BETH-ANN	\$83,162.08	\$3,898.01	\$87,060.09
MCMAHON	MOLLY	\$115,483.94	\$4,000.00	\$119,483.94
MOORE	ELIZABETH	\$14,664.59	\$0.00	\$14,664.59
MORIN	DANIELLE	\$10,729.23	\$1,295.85	\$12,025.08
NOVELLANO	DIANE	\$3,369.17	\$0.00	\$3,369.17
ONEILL	DEBORAH	\$35,975.27	\$0.00	\$35,975.27
PATRIQUIN	ABIGAIL	\$57,843.24	\$1,645.92	\$59,489.16
PECK	JULIA	\$60,657.32	\$275.71	\$60,933.03
PINCOTT	REBECCA	\$2,311.98	\$0.00	\$2,311.98
PINTAL	KATHLEEN	\$8,288.94	\$0.00	\$8,288.94
QUIGLEY	ELLEN	\$15,552.59	\$0.00	\$15,552.59
RAMALHO	JAYSON	\$101,476.96	\$0.00	\$101,476.96
RANKIN	BONNIE	\$48,633.94	\$221.06	\$48,855.00
REIDY	DIANE	\$20,867.04	\$4,910.25	\$25,777.29
RICH	LINDA	\$92,898.68	\$602.27	\$93,500.95
RIGBY	JENNIFER	\$69,096.02	\$314.07	\$69,410.09
RUHMANN	MICHELLE	\$83,162.08	\$10,198.85	\$93,360.93



## School Employee Payroll

### SOUTH ROW ELEMENTARY

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
SANBORN	JENNIFER	\$83,162.08	\$2,629.51	\$85,791.59
SEMENZA	SHANNON	\$52,161.06	\$293.86	\$52,454.92
SEPE	KIMBERLY	\$17,605.71	\$0.00	\$17,605.71
SHANAHAN	SANDRA	\$20,867.04	\$0.00	\$20,867.04
SIMARD	VANESSA	\$4,375.49	\$3,387.25	\$7,762.74
SITTLER	KAITLYN	\$19,970.00	\$25.50	\$19,995.50
SMITH	REGINA	\$2,585.69	\$41.94	\$2,627.63
STAGNONE	ANNE	\$83,162.08	\$1,581.01	\$84,743.09
THOMPSON	SUSAN	\$83,162.08	\$2,983.01	\$86,145.09
TICE	LISA	\$87,762.06	\$398.92	\$88,160.98
VASQUEZ	AUDRA	\$82,704.33	\$378.01	\$83,082.34
WARREN	SALLY	\$51,053.31	\$1,089.62	\$52,142.93
WEBBER	JAMIE	\$66,283.58	\$1,804.29	\$68,087.87
WHITNEY-PERRY	AMY	\$20,758.08	\$168.84	\$20,926.92
YOUNG	ANNE	\$57,731.66	\$262.42	\$57,994.08

### CUSTODIANS

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ARIAS	PEDRO	\$41,039.12	\$10,880.37	\$51,919.49
BUFFUM	CHARLES	\$50,737.03	\$1,431.42	\$52,168.45
CUNHA	CHRISTOPHER	\$37,088.80	\$2,117.79	\$39,206.59
DALY	VINCENT	\$6,450.00	\$0.00	\$6,450.00
GAUTHIER	DANIEL	\$5,020.00	\$2,140.00	\$7,160.00
HARRIGAN	PATRICK	\$200.00	\$0.00	\$200.00
HARVEY	DEBORAH	\$1,650.00	\$0.00	\$1,650.00
HERNANDEZ	JUSTIN	\$95.00	\$0.00	\$95.00
HIRSCH	ADAM	\$23,920.00	\$0.00	\$23,920.00
KEARNS	ROBERT	\$3,155.00	\$0.00	\$3,155.00
KELLY	SHAWN	\$39,109.38	\$2,973.51	\$42,082.89
MANNINEN	MATTHEW	\$39,643.55	\$7,445.90	\$47,089.45
OCASIO	GLORIVÉE	\$41,206.61	\$1,570.95	\$42,777.56
ORTEGA	ALEXANDER	\$1,810.00	\$0.00	\$1,810.00
PANNETON	JACK	\$1,330.00	\$0.00	\$1,330.00
ROMAC	THOMAS	\$41,236.16	\$1,549.59	\$42,785.75
SAVOIE	HENRY	\$640.00	\$0.00	\$640.00
SPAULDING	CHERYL	\$41,201.68	\$1,548.09	\$42,749.77
TRUJILLO	NICOLAS	\$41,689.51	\$2,635.37	\$44,324.88
WOODMAN	ALLEN	\$35,142.88	\$7,781.20	\$42,924.08



## School Employee Payroll

### CHIPS PROGRAM

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BADOLA	KIRAN	\$8,363.56	\$0.00	\$8,363.56
BAILEY	SEAN	\$20,803.02	\$400.00	\$21,203.02
BAKER	CARA	\$10,022.91	\$200.00	\$10,222.91
BARRETT	ELIZABETH	\$80,262.69	\$452.18	\$80,714.87
BERRY	ABBY	\$83,162.08	\$378.01	\$83,540.09
BURKE	GWENDOLYN	\$21,706.02	\$400.00	\$22,106.02
BURNS	CHRISTINA	\$55,029.76	\$929.20	\$55,958.96
BURNS	FAYE	\$23,478.99	\$400.00	\$23,878.99
CHHIM	SOKORNTAR	\$19,015.83	\$400.00	\$19,415.83
CHOUBEY	NEHA	\$20,568.03	\$400.00	\$20,968.03
COPP	LYNN	\$83,162.08	\$3,287.26	\$86,449.34
CROWELL	CHERYL	\$0.00	\$18,818.75	\$18,818.75
DOAK	ERICA	\$53,968.12	\$357.19	\$54,325.31
DONAHUE	BETHANN	\$19,998.20	\$0.00	\$19,998.20
FENN	KELSEY	\$22,065.09	\$400.00	\$22,465.09
FORTY	MARY ELLEN	\$83,162.08	\$1,027.51	\$84,189.59
GERARDI	STASIA	\$22,505.07	\$400.00	\$22,905.07
HECK	DEIRDRE	\$21,766.02	\$400.00	\$22,166.02
HENNIG	AMELIA	\$69,096.02	\$1,329.07	\$70,425.09
HOAR	SUSAN	\$21,706.02	\$400.00	\$22,106.02
HOYT	RUSSELL	\$107,861.00	\$0.00	\$107,861.00
ITRATO	NICOLE	\$21,920.66	\$400.00	\$22,320.66
JOYCE	FRANCES	\$22,137.99	\$5,495.75	\$27,633.74
KULIS	LORI	\$87,762.06	\$398.92	\$88,160.98
LEONI	MIRANDA	\$60,657.32	\$275.71	\$60,933.03
MARAZZI	MICHELE	\$0.00	\$2,358.00	\$2,358.00
MARTIN	LISA	\$69,096.02	\$314.07	\$69,410.09
MAZARES	MELANIE	\$77,839.16	\$353.82	\$78,192.98
MBALIRO	SHAMIR	\$7,225.33	\$0.00	\$7,225.33
MEAGHER	CATHERINE	\$55,029.76	\$250.14	\$55,279.90
NICOLOSI	LAUREN	\$79,057.72	\$359.35	\$79,417.07
PANDA	PRANGYA	\$21,799.05	\$400.00	\$22,199.05
PARSONS	HEATHER	\$17,446.28	\$121.92	\$17,568.20
PONTES	TANYA	\$22,535.07	\$1,381.75	\$23,916.82
ROLLO	STEPHANIE	\$22,962.03	\$400.00	\$23,362.03
RUSZKOWSKI	WENDY	\$21,706.02	\$7,168.00	\$28,874.02
SCOTT	LAUREN	\$19,726.82	\$394.54	\$20,121.36
SEXTON	HEATHER	\$20,333.04	\$400.00	\$20,733.04
THAKUR	ISHITA	\$20,078.31	\$889.72	\$20,968.03
WEAVER-MORRIS	LISA	\$52,133.52	\$321.35	\$52,454.87
WONG	LUANN	\$109.46	\$0.00	\$109.46



# Town Administration

## School Employee Payroll

### DISTRICT WIDE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
AGNE	THOMAS	\$0.00	\$2,301.76	\$2,301.76
APOSTOLOU	AMANDA	\$2,409.64	\$0.00	\$2,409.64
ARAVETI	SWETHA	\$37.50	\$0.00	\$37.50
ARSENEAULT	MATTHEW	\$0.00	\$4,803.32	\$4,803.32
AUFIERO	ANDREW	\$36.00	\$0.00	\$36.00
AVERY	AMY	\$0.00	\$12,805.00	\$12,805.00
BARON	LESLIE	\$337.50	\$0.00	\$337.50
BARRY	KEVIN	\$2,512.50	\$0.00	\$2,512.50
BEATI	ELENNA	\$430.06	\$0.00	\$430.06
BEAUCHESNE	GERALD	\$3,900.00	\$0.00	\$3,900.00
BEVIS	KATHIE	\$5,550.00	\$0.00	\$5,550.00
BOTTE	ROSE	\$0.00	\$5,340.00	\$5,340.00
BOYD	LILA	\$0.00	\$3,208.00	\$3,208.00
BRANCO	KEVIN	\$0.00	\$7,339.00	\$7,339.00
BREAULT	MELISSA	\$2,840.20	\$0.00	\$2,840.20
BRETON	ALENA	\$0.00	\$4,283.56	\$4,283.56
BUKOWSKI	NICHOLE	\$0.00	\$3,330.90	\$3,330.90
BURBACK	COLLEEN	\$531.94	\$0.00	\$531.94
BYRNE	JODI	\$30,000.00	\$0.00	\$30,000.00
CALNAN	KRISTEN	\$0.00	\$10,694.50	\$10,694.50
CAREY	DANIEL	\$1,237.50	\$0.00	\$1,237.50
CARTAGLIA	DEBORAH	\$0.00	\$1,100.25	\$1,100.25
CASTLE	MATTHEW	\$3,387.53	\$0.00	\$3,387.53
CHOU	DELIA	\$4,125.00	\$0.00	\$4,125.00
CIARLETTA	MICHAEL	\$7,575.00	\$0.00	\$7,575.00
CLARKE	PAIGE	\$1,167.19	\$0.00	\$1,167.19
CONTE	ELIZABETH	\$2,018.64	\$0.00	\$2,018.64
COPP	HELEN	\$513.19	\$732.00	\$1,245.19
CORMIER	MARGARET	\$2,445.00	\$0.00	\$2,445.00
COUTU	CHRIS	\$0.00	\$4,603.50	\$4,603.50
COX	SHARON	\$1,462.50	\$0.00	\$1,462.50
CRANE	BRIAN	\$0.00	\$7,004.00	\$7,004.00
CRAWFORD	DANI	\$0.00	\$4,703.40	\$4,703.40
CROWELL	EILEEN	\$4,662.50	\$0.00	\$4,662.50
DAVIS	LINDA	\$4,161.00	\$0.00	\$4,161.00
DAVIS	MARIE-ALINE	\$368.25	\$0.00	\$368.25
DEGNAN	STEPHANIE	\$0.00	\$1,560.00	\$1,560.00
DEIGNAN	SUSAN	\$0.00	\$1,098.00	\$1,098.00
DEL PRIORE	CHRISTINA	\$0.00	\$850.00	\$850.00
DESTEFANO	VINCENT	\$0.00	\$1,501.00	\$1,501.00
DICROCE	JOHN	\$1,387.50	\$0.00	\$1,387.50
DILLMAN	BENJAMIN	\$748.45	\$0.00	\$748.45
DISTASI	LOUIS	\$0.00	\$860.00	\$860.00
DITCHAM	BAILEY	\$3,138.00	\$0.00	\$3,138.00
DIXON	KERRI	\$2,300.73	\$1,448.76	\$3,749.49
DONOGHUE	ROBIN	\$36.00	\$3,548.75	\$3,584.75



## School Employee Payroll

### DISTRICT WIDE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
DONOVAN	ROBERT	\$1,312.50	\$0.00	\$1,312.50
DOODY	CAILIN	\$0.00	\$3,363.00	\$3,363.00
DORMAN	CYNTHIA	\$675.00	\$0.00	\$675.00
DOUGLAS	STEPHANIE	\$0.00	\$806.85	\$806.85
DRAKOS	EIRINI	\$806.64	\$0.00	\$806.64
DRISCOLL	REBECCA	\$0.00	\$1,509.00	\$1,509.00
DUFFY	KATHLEEN	\$825.00	\$1,297.50	\$2,122.50
DUGGAN	BRYAN	\$0.00	\$5,226.00	\$5,226.00
DUNBAR	DENISE	\$14,146.69	\$400.00	\$14,546.69
EPSTEIN	SARA	\$2,932.13	\$0.00	\$2,932.13
EVANS	THERESA	\$3,337.50	\$0.00	\$3,337.50
FANNON	LISA	\$657.00	\$6,345.25	\$7,002.25
FARMER	JULIE	\$2,694.02	\$0.00	\$2,694.02
FARNHAM D'AGOSTINO	SUSAN	\$0.00	\$4,659.30	\$4,659.30
FARNPING	JENNIFER	\$0.00	\$1,625.93	\$1,625.93
FENNELLY	DENISE	\$1,027.14	\$0.00	\$1,027.14
FERREIRA	MEREDITH	\$4,802.16	\$0.00	\$4,802.16
FIPPEN	HOLLY	\$5,375.09	\$0.00	\$5,375.09
FISHER	MARLA	\$0.00	\$1,788.38	\$1,788.38
FOLEY	DONNA	\$29,999.90	\$0.00	\$29,999.90
FOLEY	MARY	\$12,312.50	\$0.00	\$12,312.50
FULGHAM	ERIC	\$0.00	\$4,713.50	\$4,713.50
GARCIA	MELISSA	\$2,391.48	\$0.00	\$2,391.48
GARCIA BARRAGAN	MIRIAM	\$7,563.00	\$0.00	\$7,563.00
GARRAHAN	JOANNE	\$562.50	\$0.00	\$562.50
GAUVIN	KERRY	\$0.00	\$1,070.00	\$1,070.00
GAVIRIA	HEDER	\$0.00	\$754.50	\$754.50
GIBSON	ALICE	\$4,512.50	\$0.00	\$4,512.50
GINZBURG	ANNA	\$0.00	\$2,280.00	\$2,280.00
GLEASON-TADA	MARIE	\$1,350.00	\$0.00	\$1,350.00
GOFSTEIN	RONA	\$1,005.75	\$0.00	\$1,005.75
GUPTA	ABHILASHA	\$1,587.75	\$0.00	\$1,587.75
GUPTA	POONAM	\$270.94	\$0.00	\$270.94
HANSBURY	JACK	\$0.00	\$4,603.50	\$4,603.50
HANSEL	JULIE	\$337.50	\$0.00	\$337.50
HARRISON	G. STEVEN	\$0.00	\$2,095.20	\$2,095.20
HART	AMY	\$360.00	\$0.00	\$360.00
HARTSHORN	CURTIS	\$0.00	\$842.00	\$842.00
HAYWOOD	DEBORA	\$4,075.00	\$0.00	\$4,075.00
HEALD	ANNE	\$1,718.28	\$0.00	\$1,718.28
HICKEY	TANYA	\$0.00	\$4,800.00	\$4,800.00
HOBBY	TATUM	\$110.25	\$0.00	\$110.25
HOEY	ABIGAIL	\$0.00	\$1,620.64	\$1,620.64
HORT	KRISTIN	\$1,284.00	\$0.00	\$1,284.00
HOYT	RYAN	\$159.38	\$610.00	\$769.38
HUGHES	STEPHEN	\$0.00	\$3,339.00	\$3,339.00



# Town Administration

## School Employee Payroll

### DISTRICT WIDE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
HUNT	JULIE	\$656.92	\$0.00	\$656.92
HYPOLITE	MARTIN	\$0.00	\$2,301.76	\$2,301.76
INZ	REBECCA	\$900.00	\$0.00	\$900.00
JILLET	JOHN	\$75.00	\$1,869.00	\$1,944.00
KELEPOURIS	KATIE	\$412.14	\$0.00	\$412.14
KELLAM	ROSEMARY	\$1,270.32	\$0.00	\$1,270.32
KINNETT	HARRIET	\$0.00	\$5,176.00	\$5,176.00
KOLBERT	ALYSSA	\$0.00	\$1,630.00	\$1,630.00
KOTHARU	ADILAXMI SUPRAJA	\$251.64	\$0.00	\$251.64
LABENSKI	LEEANNA	\$375.75	\$0.00	\$375.75
LABRECQUE	CHERYL	\$1,092.74	\$0.00	\$1,092.74
LANG	JOHN	\$0.00	\$346.50	\$346.50
LAVERTY	ALEXANDRA	\$0.00	\$520.00	\$520.00
LEACU	SARAH	\$637.50	\$0.00	\$637.50
LEBEL	LINDA	\$8,853.25	\$0.00	\$8,853.25
LEBLANC	ANGELA	\$748.50	\$0.00	\$748.50
LENTZ	SUSAN	\$7,281.53	\$0.00	\$7,281.53
LEONARD JR	KEVIN	\$0.00	\$7,339.00	\$7,339.00
LEWIS	EMILY	\$7,500.00	\$262.50	\$7,762.50
LOMBARDI	SAL	\$7,519.24	\$0.00	\$7,519.24
LOPES-DISHMEY	CHARYS	\$0.00	\$1,349.63	\$1,349.63
MACARTHUR	DAWN	\$401.63	\$0.00	\$401.63
MACDONALD	JAKLYN	\$0.00	\$1,507.75	\$1,507.75
MAJESKI	ANDREW	\$0.00	\$2,664.90	\$2,664.90
MALONEY	KATHLEEN	\$2,359.50	\$0.00	\$2,359.50
MARTEL	JESSICA	\$482.64	\$0.00	\$482.64
MARTIN	TARA	\$225.00	\$0.00	\$225.00
MARTINEZ	JOHN	\$0.00	\$5,247.00	\$5,247.00
MCCARTHY	SHANNON	\$8,950.00	\$0.00	\$8,950.00
MCINERNEY	DEVIN	\$0.00	\$2,130.38	\$2,130.38
MCLEAN	KATHRYN	\$0.00	\$2,961.00	\$2,961.00
MEAGHER	MICHAEL	\$0.00	\$1,174.25	\$1,174.25
MICOL	CHARLES	\$0.00	\$7,339.00	\$7,339.00
MILLER	HILARY	\$267.94	\$0.00	\$267.94
MISHERFI	KATHLEEN	\$636.32	\$0.00	\$636.32
MOORE	MADYSON	\$1,786.50	\$0.00	\$1,786.50
MOSEMANN	BRENDA	\$0.00	\$1,110.00	\$1,110.00
MURRAY	DONNA	\$29,999.90	\$300.00	\$30,299.90
OROURKE	JENNIFER	\$0.00	\$4,703.40	\$4,703.40
PADHY	SUNITA	\$4,306.50	\$0.00	\$4,306.50
PAINTER	THEODORE	\$5,875.00	\$0.00	\$5,875.00
PALLAPOTHU	CHITRA	\$7,978.33	\$0.00	\$7,978.33



## School Employee Payroll

### DISTRICT WIDE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
PAQUETTE	HANNAH	\$7,625.00	\$0.00	\$7,625.00
PATEL	VIDITA	\$2,837.14	\$0.00	\$2,837.14
PERRY	DANIELLE	\$0.00	\$1,700.00	\$1,700.00
PETERSON	GEORGE	\$0.00	\$10,740.60	\$10,740.60
POTTURI	VENKATA	\$2,809.50	\$0.00	\$2,809.50
POTULA	RAMADEVI	\$3,220.49	\$0.00	\$3,220.49
PRABHU	POORNIMA	\$4,282.92	\$0.00	\$4,282.92
PREES	EVAN	\$0.00	\$8,595.07	\$8,595.07
RAPONE	LEONARD	\$0.00	\$3,926.00	\$3,926.00
RENZHOFFER	MARTIN	\$1,006.71	\$0.00	\$1,006.71
RICARD	GENEVIEVE	\$0.00	\$6,227.25	\$6,227.25
RIZZO	KENDALL	\$0.00	\$5,942.00	\$5,942.00
ROSE	JUDITH	\$2,801.84	\$0.00	\$2,801.84
ROSS	LAUREN	\$0.00	\$1,029.38	\$1,029.38
SABA	MICHELE	\$837.72	\$692.75	\$1,530.47
SALEM	LISA	\$3,021.94	\$0.00	\$3,021.94
SCANLON	JAMES	\$0.00	\$5,226.00	\$5,226.00
SCHIEFEN	DEIRDRE	\$3,762.27	\$0.00	\$3,762.27
SETT	JAYATRI	\$5,128.32	\$0.00	\$5,128.32
SHAHAB	ANNE	\$1,289.99	\$0.00	\$1,289.99
SHATTUCK	JONATHAN	\$6,062.50	\$250.00	\$6,312.50
SHEERAN	JOAN	\$4,989.00	\$0.00	\$4,989.00
SHUMBATA	JANICE	\$3,562.50	\$0.00	\$3,562.50
SILVA	AMIE	\$903.00	\$0.00	\$903.00
SIME	MARIE	\$0.00	\$1,017.94	\$1,017.94
SKINNER	SHANNON	\$0.00	\$2,887.20	\$2,887.20
SKOOG	GINGER	\$150.00	\$0.00	\$150.00
SORAGHAN	BRIDGET	\$358.75	\$0.00	\$358.75
SORROWS	KATHERINE	\$410.88	\$0.00	\$410.88
SRIVASTAVA	SHRUTI	\$3,662.60	\$391.00	\$4,053.60
ST. PETER	LISA	\$16,412.50	\$0.00	\$16,412.50
STEWART	JILLIAN	\$1,257.00	\$0.00	\$1,257.00
STONE	KEITH	\$0.00	\$3,583.00	\$3,583.00
SUBRAMANIAN	RAMYA	\$6,547.29	\$0.00	\$6,547.29
SULLIVAN	ANDREW	\$262.50	\$0.00	\$262.50
SULLIVAN	GABRIELLE	\$6,875.00	\$0.00	\$6,875.00
SUN	GAIL	\$672.00	\$0.00	\$672.00
SWIATLOWSKI	GUY	\$1,012.50	\$0.00	\$1,012.50
SWIERZBIN	ANNA	\$29,999.90	\$960.00	\$30,959.90
TAYLOR	LINDSAY	\$19,825.00	\$0.00	\$19,825.00
TENAGLIA	PAUL	\$0.00	\$5,115.00	\$5,115.00
TURNER	F WESLEY	\$0.00	\$2,328.00	\$2,328.00
VACCARO	PAMELA	\$1,575.00	\$0.00	\$1,575.00



# Town Administration

## School Employee Payroll

### DISTRICT WIDE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
VARRIALE-GONZALEZ	GENNARO	\$375.00	\$0.00	\$375.00
VESEY	LYNN	\$701.72	\$0.00	\$701.72
VISNIEWSKI	GALE	\$300.00	\$0.00	\$300.00
WHITE	PATRICK	\$0.00	\$3,171.60	\$3,171.60
WILLETT	OLIVIA	\$1,134.63	\$0.00	\$1,134.63
WILLIAMS	VIRGINIA	\$0.00	\$15,300.00	\$15,300.00
WOOD	ALEXANDRA	\$0.00	\$1,665.46	\$1,665.46
ZIMMERMAN	KATHLEEN	\$2,000.00	\$0.00	\$2,000.00

### FOOD SERVICE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ALTABALI	HANA	\$7,334.05	\$93.25	\$7,427.30
ANDERSON	DAVID	\$4,253.68	\$65.00	\$4,318.68
ANTOLINI	NANCY	\$92,511.90	\$0.00	\$92,511.90
BARBER	ROSALIA	\$16,150.81	\$705.00	\$16,855.81
BARBOSA	PAUL	\$8,543.95	\$65.00	\$8,608.95
BISHOP	LAURA	\$16,355.95	\$450.00	\$16,805.95
CAIRNS	JILL	\$13,888.92	\$353.89	\$14,242.81
CHONAY	ESTER	\$7,889.24	\$63.00	\$7,952.24
CRAIG	CHARLES	\$14,392.30	\$143.89	\$14,536.19
DAIGNEAULT	MAGALY	\$14,284.70	\$205.00	\$14,489.70
DE YOUNG	LESLIE	\$25,231.23	\$8,460.12	\$33,691.35
EARL	LENA	\$5,162.06	\$0.00	\$5,162.06
ERICKSON	DAFNA	\$15,954.76	\$325.00	\$16,279.76
FENJAN	SUNDES	\$15,094.83	\$385.00	\$15,479.83
FREDERICKS	GEORGIA	\$25,626.62	\$510.00	\$26,136.62
IANUZZI	LAUREN	\$6,761.62	\$0.00	\$6,761.62
JOHNSON	SABRINA	\$8,251.33	\$90.00	\$8,341.33
LANE	DEANNA	\$1,823.07	\$100.00	\$1,923.07
LUCONTONI	NORMA	\$9,354.96	\$0.00	\$9,354.96
MAKARA	HEATHER	\$15,245.64	\$160.00	\$15,405.64
MARQUES	SUZANNE	\$7,391.83	\$58.00	\$7,449.83
MUNROE	JEFFREY	\$23,609.08	\$600.00	\$24,209.08
NEBALSKI	JOANNE	\$44,009.07	\$0.00	\$44,009.07
PARKS	PAULA	\$1,817.77	\$45.00	\$1,862.77
PAWL	JOHN	\$13,969.92	\$0.00	\$13,969.92
PERRY	DONNA	\$5,713.07	\$263.60	\$5,976.67
PERRY	LEAH	\$21,602.39	\$175.00	\$21,777.39
POISSON	CATHERINE	\$16,663.50	\$100.00	\$16,763.50
REIS	MARIA	\$9,322.99	\$100.00	\$9,422.99
RICHARDSON	MARISSA	\$8,155.76	\$355.00	\$8,510.76
SCARINGI	ELLEN	\$6,724.33	\$0.00	\$6,724.33
SILVA	PATRICIA	\$17,660.02	\$205.00	\$17,865.02
SOUCY	MARION	\$7,965.46	\$95.00	\$8,060.46
STUART	JENNIFER	\$16,323.64	\$100.00	\$16,423.64





## School Employee Payroll

### FOOD SERVICE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
TERRANOVA	SANDRA	\$9,554.27	\$0.00	\$9,554.27
WARHURST	ATSUMI	\$17,852.13	\$212.00	\$18,064.13
YANG	YINGJIE	\$965.58	\$43.00	\$1,008.58
YORK	CATHERINE	\$3,456.39	\$0.00	\$3,456.39
ZOROKONG	BEATRICE	\$2,629.88	\$0.00	\$2,629.88

### COMMUNITY EDUCATION

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ABRAHAM	AMANDA	\$0.00	\$5,000.00	\$5,000.00
ADAMS	ROBYN	\$89,474.06	\$0.00	\$89,474.06
BEAUDIN	BONNIE	\$0.00	\$1,258.00	\$1,258.00
BIJJALA	JAIDEEP	\$0.00	\$1,014.00	\$1,014.00
BOSSI	MAUREEN	\$27,343.32	\$3,829.00	\$31,172.32
BRODIE	SANDRA	\$23,158.59	\$0.00	\$23,158.59
BROGAN	CARLEY	\$0.00	\$1,364.88	\$1,364.88
BROWN	MARIE	\$72.00	\$6,302.75	\$6,374.75
BYAM	NOELLA	\$0.00	\$8,461.18	\$8,461.18
CARROLL	KATHLEEN	\$0.00	\$7,208.60	\$7,208.60
CASSISTA	GERARD	\$0.00	\$174.00	\$174.00
CASTINE	LINDA	\$0.00	\$3,693.25	\$3,693.25
CLARK	STEPHANIE	\$36,210.09	\$0.00	\$36,210.09
COOLIDGE	MARTHA	\$0.00	\$11,694.70	\$11,694.70
COWGILL	JUDITH	\$0.00	\$6,243.25	\$6,243.25
CURRAN	MEGAN	\$0.00	\$267.00	\$267.00
CZERNICKI	KENDRA	\$0.00	\$5,405.00	\$5,405.00
DARWIN	MADISON	\$0.00	\$2,196.57	\$2,196.57
DESROSIERS	MELANIE	\$0.00	\$2,265.25	\$2,265.25
DOHERTY	KATHRYN	\$0.00	\$1,066.13	\$1,066.13
DRISCOLL	LISA	\$0.00	\$1,689.73	\$1,689.73
ELLIS	RUTHANN	\$0.00	\$5,685.58	\$5,685.58
FAHY	MICHAEL	\$0.00	\$8,531.26	\$8,531.26
FALARDEAU	LAURA	\$0.00	\$1,866.26	\$1,866.26
FANTASIA	FALLON	\$0.00	\$2,565.00	\$2,565.00
FERRON	GIANNA	\$0.00	\$3,300.00	\$3,300.00
FIELDS	STEFANIE	\$58,139.90	\$0.00	\$58,139.90
GALLAGHER	JAN	\$0.00	\$7,105.87	\$7,105.87
GAUTHIER	STEPHANIE	\$0.00	\$9,153.20	\$9,153.20
GIRARD	SOPHIA	\$0.00	\$909.00	\$909.00
GREEN	ABIGAIL	\$0.00	\$1,522.50	\$1,522.50
GREEN	KIMARA	\$27,885.76	\$1,015.00	\$28,900.76
GREENLEE	JANEE	\$0.00	\$2,377.89	\$2,377.89
GROVES	JEAN	\$37,957.08	\$0.00	\$37,957.08
HARDY	MEREDITH	\$0.00	\$6,709.75	\$6,709.75
HOEY	BETH	\$36,000.09	\$4,715.40	\$40,715.49
HUYNH	JENNIFER	\$0.00	\$3,420.00	\$3,420.00



## School Employee Payroll

### COMMUNITY EDUCATION

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
IACOPUCCI	LINDA	\$0.00	\$5,461.25	\$5,461.25
KALABOKIS	BETHANY	\$34,142.22	\$232.00	\$34,374.22
KELTS	SYLVIA	\$0.00	\$1,551.25	\$1,551.25
KIVLAN	MATTHEW	\$0.00	\$2,415.58	\$2,415.58
KLESCHINSKY	EMILY	\$0.00	\$2,788.82	\$2,788.82
KOETHE	DALE	\$0.00	\$464.00	\$464.00
LABLONDE	MARY ANN	\$0.00	\$5,036.25	\$5,036.25
LACAVA	EMMA	\$0.00	\$1,572.00	\$1,572.00
LAFLAMME	KATHLEEN	\$0.00	\$4,789.75	\$4,789.75
MARION	RICHARD	\$0.00	\$1,130.50	\$1,130.50
MATTSEN	HANNAH	\$0.00	\$3,262.14	\$3,262.14
MATTSEN	PAULA	\$26,779.76	\$552.50	\$27,332.26
MCCARTIN	JANICE	\$30,010.16	\$6,436.58	\$36,446.74
MORRILL	COLBY	\$0.00	\$1,698.00	\$1,698.00
MORRIS	NATHANIEL	\$0.00	\$1,775.01	\$1,775.01
MORRISSEY	HENRIETTA	\$0.00	\$3,250.75	\$3,250.75
MORTON	JENNIFER	\$0.00	\$3,944.00	\$3,944.00
O'DONNELL	KAREN	\$0.00	\$2,373.96	\$2,373.96
PERRY	RYAN	\$0.00	\$1,239.57	\$1,239.57
PRICE	CYNTHIA	\$0.00	\$4,496.50	\$4,496.50
RICARDO	ANTHONY	\$0.00	\$250.00	\$250.00
RIGAZIO	JACQUELINE	\$0.00	\$2,598.57	\$2,598.57
RIGBY	WENDY	\$12,027.57	\$50.73	\$12,078.30
RUSSELL	EDDY	\$0.00	\$4,941.94	\$4,941.94
SANDELLI	GINA	\$25,168.50	\$52.50	\$25,221.00
SCHIEFEN	DELANEY	\$0.00	\$2,027.45	\$2,027.45
SCOTT	FELICIA	\$36,276.03	\$2,957.75	\$39,233.78
SEVERINE	SCOTT	\$0.00	\$3,225.00	\$3,225.00
SHAW	TRACY	\$0.00	\$7,079.64	\$7,079.64
SHEEHAN	KAREN	\$14,370.09	\$0.00	\$14,370.09
SILVA	MARIE	\$22,979.01	\$3,527.50	\$26,506.51
SMALL	HAILEY	\$0.00	\$3,130.00	\$3,130.00
SMITH	COLLEEN	\$38,622.37	\$0.00	\$38,622.37
SMITH	KELLIE	\$0.00	\$2,592.50	\$2,592.50
SPOONER	TRACEY	\$26,824.42	\$186.50	\$27,010.92
THURLOW	ANDREA	\$0.00	\$2,736.51	\$2,736.51
TIERNEY	NATALIE	\$0.00	\$1,767.38	\$1,767.38
WALSH	MICHELE	\$55,141.32	\$0.00	\$55,141.32
WEINBECK	MICHAELLA	\$0.00	\$1,416.63	\$1,416.63
WESTLAND	LINDA	\$45,083.44	\$275.64	\$45,359.08
WOOD	CHRISTINE	\$37,001.58	\$0.00	\$37,001.58
WORRALL	ANDREA	\$14,197.66	\$0.00	\$14,197.66



## Town Clerk Patricia E. Dzuris, CMC



(from left to right)  
MaryLou Carney, Assistant Town Clerk  
Nancy Sousa, Principal Clerk II  
Patricia Dzuris, CMC, Town Clerk, Justice of the Peace,  
Public Records Compliance Officer  
Jennifer Almeida, Voter Registration Coordinator

### STAFF

The staff in the Town Clerk's Office is a consistent, strong, and cohesive team. We focus on serving the needs of the community with enthusiasm and a spirit of helpfulness, appreciation and generosity as well as supporting each other as co-workers. We are very fortunate to love what we do and are proud to serve this community.

The Clerk's Office is also supported by so many talented and dedicated volunteers! They help to file census forms, organize voter registration cards, work elections, assist with mailings, and continually lend a hand where needed. We are appreciative of the Senior Tax Rebate Program which provides a benefit to the volunteers and to the Town. The Clerk's office would not be able to accomplish many of its projects without these incredibly talented and dedicated individuals.



### ELECTIONS

During the summer of 2019, a project was undertaken to create an online platform for our Election Worker Training. With the help of our summer intern, Bethany Ward, this project was completed by September 2019. Through her research, technical skill, and ability to cull through a multitude of varied resources, our online Election Worker Training has proven to be a tremendously valuable tool, especially during the unanticipated Corona Virus Pandemic.

In the fall of 2019, with the help of Emergency Management Director, Steve Maffetone, an Election Contingency Plan was finalized and approved by the Board of Selectmen. This plan allowed for alternate polling places to be designated in the event of an emergency. The timing of this document was fortuitous as we were able to easily consolidate our polling places for the local election during the pandemic when many of our Election Workers were not able to work due to the fear of contracting the virus.



## Town Clerk

In January 2020, the Secretary of State's Office instituted Automatic Voter Registration. The office held voter registration sessions, where the office remained open from 8:30 to 8:00 PM in advance of the Presidential Primary and before the Annual Town Election. The office processed 8537 voter registrations/changes and 2217 absentee ballots from July 1, 2019 to June 30, 2020. During fiscal year 2020 the office conducted two Elections during the COVID19 pandemic:

Presidential Primary, March 3, 2020

Annual Town Election, which was postponed from April 7, 2020 until June 2, 2020

The Town Clerk Office Staff spent a good part of the year preparing for the 2020 State Primary and the General Election. The pandemic called for major changes in the Election Laws. Chapter 115 of the Acts of 2020 and the resulting regulations required many adjustments to polling places, poll worker recruitment, training and scheduling as well as ensuring safety protocols for voters and poll workers.

We received over 150 applications for new Election staff. Each applicant was sent a link to the online training videos and instructions for taking the tests. Once the test is passed, a Certificate of Completion is issued and qualifies the person to work the Election. The Clerk's Office is grateful for the 200+ team of election workers who give of themselves to ensure the democratic process is upheld with the utmost safety and integrity.

### **COUNT ME IN CHELMSFORD!**



#### **CENSUS**

In December 2019, the office administered the local census to nearly 15,000 households utilizing the Commonwealth's Voter Registration Information System. It is through this system that the Jury List and Street List are produced, as required by law. In preparation for the 2020 Federal Census, the Town Clerk served on the Census Complete Count Committee to promote the US Census message that it is EASY, SAFE and IMPORTANT. The efforts of the Census Complete Count Committee resulted in an overall increase in response rate from 80.2% in 2010 to 83.8% in 2020

#### **Uses for Federal Census Data:**

Apportion representation among states as mandated by Article 1, Section 2 of the US Constitution

Draw congressional and state legislative districts, school districts and voting precincts

Enforce voting rights and civil rights legislation

Distribute federal dollars to states

Inform planning decisions of federal, tribal, state and local government

Inform organizational decisions (e.g., where to locate, size of market, etc.) of businesses and non-profits



# Town Clerk



## TOWN MEETINGS

The 2019 Fall Annual Town Meeting commenced on Monday, October 21, 2019, and ran for three sessions. The 2020 Spring Annual Town Meeting opened on Monday, April 27 and was immediately adjourned due to a lack of quorum to reconvene on June 22, 2020. A special Town Meeting was held at the close of the Spring Annual Town Meeting on June 22, 2020. The Clerk and Town Moderator thank the 162 Town Meeting Representatives who give their time to ensure each of our nine precincts is fully represented. A special thanks to Eleanor Gilroy, Connie Silvia, and Nancy Sousa, for their assistance in ensuring all representatives are accurately checked in, provided with their badges and other pertinent materials.

## ETHICS/CONFLICT OF INTEREST

The Office administered the Oath of Office to over 400 appointed and elected officials and provided packets containing information on the conflict-of-interest law summary, online ethics training, and open meeting law summary.

## REVENUE

The Office of the Town Clerk turned over the following amounts to the Town and State Treasuries as of June 30, 2020:

Dog Licenses, late fees and citations	\$67,245.00
General Revenue <sup>(1)</sup>	\$48,770.00
Other Department Revenue <sup>(2)</sup>	\$8328.55
Permits <sup>(3)</sup>	\$3,325.00
Marijuana	\$50.00
Total revenue collected from July 1, 2019 to June 30, 2020	\$127,718.55

<sup>1</sup> Birth, Marriage, Death & Business Certificates

<sup>2</sup> Marriage Intentions, Street Listing, Violations

<sup>3</sup> Burial Permits, Raffle Permits, Underground Storage Tanks Permits



## Town Clerk



### C.L.E.R.K. INTERNSHIP PROGRAM

The Community Leadership through Education, Responsibility, and Kindness (CLERK) Internship Program has had thirty enthusiastic individuals graduate from the program since its inception in 2012. The CLERK Internship Program is a year-round opportunity for high school students, college students, postgraduates, and professionals to gain valuable experience working in local government. The program is modeled on citizen and servant leadership, where interns gain professional skills while contributing to Chelmsford's local government as active participants and community representatives.

Bethany Ward  
Summer 2019 C.L.E.R.K. Intern

### DOG LICENSING

The Clerk's Office, in concert with the Animal Control Officer, continues to strengthen its outreach to dog owners to be law compliant. A rabies clinic was held in February to provide a cost effective solution to vaccinate dogs. All dog owners are reminded that it's State Law to keep all dogs current on vaccines and to have a yearly dog license. During the 2019 Fall Annual Town Meeting, the body voted to accept the provisions of M.G.L. Chapter 140, Section 139, Paragraph C in which no fee shall be charged for a dog owned by a person age 70 or older. This change showed an increase in the number of licensed dogs. For the 2020 licensing year and as of the date of this report, we have licensed 4235 of the 4259 known dogs in town. We are at 99.4% compliance for licensed dogs in Chelmsford. We urge dog owners to please call the Town Clerk's Office if a dog has died or has moved from Town.

License Period 12/1 – 6/30	2015	2016	2017	2018	2019	2020
# Dogs Licensed	3866	4010	4092	4144	4170	4235

### VITAL STATISTICS

The Town Clerk's office, acting as the Town's Register of Vital Records, recorded the following statistics for calendar year 2019 as of December 31, 2019:

VITAL STATISTICS	2013	2014	2015	2016	2017	2018	2019
Births	334	300	326	295	302	329	<b>319</b>
Marriage Intentions	122	157	134	158	132	147	<b>124</b>
Marriages	119	145	127	145	145	144	<b>114</b>
Deaths	356	367	372	391	391	376	<b>399</b>



## Town Clerk



### INITIATIVES

Through research and collaboration, the Clerk's Office continuously strives to meet the needs of citizens by embracing streamlined processes and technologies. The onset of the pandemic forced us to reinvent many of our processes to allow for more online interactions. Marriage Intentions have been modified to allow for electronic submission and couples were able to make appointments at curbside to sign and take the oath. We are still exploring a Marriage Intention kiosk that will enable a couple applying for a Marriage License to enter their data at the counter electronically so that it will auto populate the state required forms for review and acceptance.

We have just finished year four of our five-year Capital Plan to improve the overall environment, storage and archiving of permanent and departmental records. Planning & Zoning permanent records have been rehoused and stored appropriately in the refurbished, climate controlled room on new archival mobile shelving system. The Town Clerk Vaults and Treasurer's Vault have also been equipped with climate control to protect the records that are mandated by the state to be kept in perpetuity. We have finished purging, indexing, rehousing, and recording inventory and properly storing all department files. These records had previously been stored in inappropriate storage closets. They are subject to the State Public Records Retention Schedule and need to be tracked in a system that allows us to easily find and manage the proper destruction when the allotted retention time has expired. We were able to complete the deferred Treasurer's Vault project with money saved from the previous allocation of Capital Funds. The next year proposal will include the converting the Fire Suppression System to a dry system to protect records in the event of a fire.

I am honored to serve as your Town Clerk and to continue the tradition of excellence in public service that has been a long standing expectation in this office. It is a privilege to work alongside an amazing team of dedicated people every day. Many thanks to Assistant Town Clerk MaryLou Carney, Voter Registration Coordinator Jennifer Almeida and Principal Clerk Nancy Sousa. We strive for everyone to feel welcome and supported every time they walk through the doors of the Town Clerk's Office.

Respectfully Submitted:  
Patricia E. Dzuris, CMC  
Town Clerk



## Board of Registrars

The Board of Registrars, as directed by State and Federal Election Laws and by the Secretary of Commonwealth, provides voters in the Town of Chelmsford the opportunity to participate in their government through voting. The success of the democratic process requires the Board of Registrars to conduct fair, transparent elections that accurately reflect the intent of the electorate. To achieve this objective, the Registrars have two primary functions: register voters and conduct elections.

The Board of Registrars, through the Town Clerk's Office, offers a comprehensive year round program of voter registration and voter outreach. Using the statewide Central Voter Registration System (VRIS) database, the Registrars and the Office of the Town Clerk: determine the eligibility of voters; maintain the voter registration records and street file database; process absentee ballot applications; certify candidate nomination petitions and proposed town meeting articles; and provide public voter/census information, access to electronic lists of registered voters, and absentee applicants.

Election logistics also include: recruiting and training election officers; testing election equipment; overseeing polling places and absentee voting; preparing ballots; providing information to the public; compiling election returns; and posting unofficial election results on the Town's website on election night. In addition, the Office of the Town Clerk receives and provides public access to candidates' campaign contribution and expenditure reports.

All Chelmsford voters who are US citizens, who attain the age of 18 by the election date, and register to vote by the voter registration deadline, are eligible to vote. Registering to vote has become a very convenient process. Qualified individuals can now register to vote online by visiting the Secretary of Commonwealth's website. Eligible persons may also register to vote in person at the Town Clerk's Office during business hours, or a mail-in voter registration form may be requested by calling the Clerk's

Office. Voter registration applications are also available online by visiting the Secretary of Commonwealth's website.

The Registrars and Town Clerk perform additional functions that include: developing voter information lists; creating policies and procedures to comply with federal and state laws; responding to public inquiries; and receiving suggestions and feedback from voters, campaigns, candidates, elected officials, and the press.

Chelmsford is comprised of nine voting precincts, which are located at the following locations:

**Precincts 1, 4, 5, 6, 7, 8 and 9:**

McCarthy Middle School Gymnasium  
250 North Rd.

**Precincts 2 and 3:**

Chelmsford Senior Center  
75 Groton Road, North Chelmsford

Due to the COVID19 Pandemic and in accordance with the Election Contingency Plan adopted in November 2019, the Board of Registrars proposed to the Board of Selectmen to consolidate the polling locations for the local election. The local election was postponed from the first Tuesday in April until June 2, 2020 and all precincts voted in the gym at the Town Offices.





# Board of Registrars

**LEGEND**

- A - Conservative Party
- B - Natural Law Party
- C - New World Council
- D - Democrat**
- E - Reform Party
- F - Rainbow Coalition
- G - Green Party USA
- H - We the People
- J - Green Rainbow**
- K - Constitution Party
- L - Libertarian**
- M - Timesizing Not Downsizing
- N - New Alliance Party
- O - MA Independent Party
- P - Prohibition Party
- Q - American Independent Party
- R - Republican**
- S - Socialist
- T - Interdependent 3rd Party
- U - Unenrolled
- V - America First Party
- W - Veterans Party America
- X - Pirate Party
- Y - World Citizens Party
- AA - Pizza Party
- BB - American Term Limits
- CC - United Independent Party
- DD - Twelve Visions Party
- EE - Latino-Vote Party
- FF - The People's Party

**Voting Strength as of December 31, 2019 Enrolled Voters**

Precinct	A	AA	B	CC	D	E	EE	G	H	J	K	L	O	Q	R	S	T	U	X	Y	Z	TOTALS
1	5	1		9	608					1		13		1	282	1		1710				2631
2	1		1	14	670							14	3	2	247	2	2	1601		1	1	2559
3				9	585			2		2	1	8	4	1	312		2	1744				2670
4	2	1		10	568				1			10	3	1	329	1	1	1613	1			2541
5	2	1		9	612					1		17	1	3	301		2	1756				2705
6	2	1		5	630			1		1	1	8	1	1	308	1	1	1787	1			2749
7				6	581					1		6	3	1	353		3	1792				2746
8				4	535	1	1					13	1		270		1	1742				2568
9	1			4	583					3		12	1	1	308		2	1914	1			2830
<b>Totals</b>	<b>13</b>	<b>4</b>	<b>1</b>	<b>70</b>	<b>5372</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>9</b>	<b>2</b>	<b>101</b>	<b>17</b>	<b>11</b>	<b>2710</b>	<b>5</b>	<b>14</b>	<b>15659</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>23999</b>

**COUNT OF RESIDENTS AS OF 12/31/2019**

Precinct	Active Voters	Inactive Voters	Non-Voter	Grand Total
1	2376	389	762	<b>3527</b>
2	2135	548	737	<b>3420</b>
3	2442	349	805	<b>3596</b>
4	2318	340	927	<b>3585</b>
5	2479	390	845	<b>3714</b>
6	2555	336	932	<b>3823</b>
7	2600	241	851	<b>3692</b>
8	2371	280	854	<b>3505</b>
9	2613	318	807	<b>3738</b>
<b>Total</b>	<b>21889</b>	<b>3191</b>	<b>7520</b>	<b>32600</b>

Respectfully submitted by the Board of Registrars,

Patricia E. Dzuris, CMC, Clerk  
 Thomas R. Fall, Chairman  
 James M. Lane, Jr., Member  
 Curtis B. Barton, Member



# Town Administration

## Fall 2019 Town Meeting Warrant Article Summary

ART #	DESCRIPTION	TOWN MTG. VOTE
2	Rescind Remaining Unissued Borrowing for Chelmsford Forum	Carries by majority vote under consent agenda
3	Rescind Unexpended Funds for Progress Ave. Sewer Pump Station	Carries by majority vote under consent agenda
4	Rescind Unexpended Funds for Community Preservation Projects	Carries by majority vote under consent agenda
5	Cemetery Improvement and Development Fund: \$50,000	Carries by majority vote under consent agenda
6	Commonwealth Transportation Infrastructure Fund: \$7,802.50	Carries by majority vote under consent agenda
7	Funding for Collective Bargaining Agreements	Carries by majority vote
8	Amend Fiscal Year 2020 Operating Budget	No action
9	Sewer Construction Stabilization Fund	Carries by unanimous consent
10	South Row Elementary School Roof Repair	Carries by majority vote
11	Fire Department Replacement of Breathing Air Compressor Unit	Carries by unanimous consent
12	Rectangular Rapid Flashing Beacons	Carries by majority vote
13	DPW Alpha Road Facility Bituminous Concrete Top Coat	Carries by majority vote
14	Chelmsford High School Parking Lot Resurfacing and Granite Curbing	Carries by majority vote
15	Transfer Free Cash to Reduce the FY20 Property Tax Levy	No action
16	Transfer Free Cash to the General Stabilization Fund	No action
17	Community Preservation Fund - Roberts Field Ballfields	Carries by majority vote
18	Community Preservation Fund – Planning and Design of Pedestrian Bridge	Fails to carry
19	Community Preservation Fund – Building Façade Program in Town Center/ Vinal Square	Carries by majority vote
20	Sewer Capital Projects	Carries by majority vote
21	Home Rule Petition – Change the Name of the Board of Selectmen to Select Board	Carries by majority vote
22	Zoning Bylaw Amendment – Route 40/Groton Road	Fails to carry
23	Zoning Bylaw Amendment – Continuing Care Community Overlay District	Fails to carry
24	Zoning Bylaw Amendment – Amend Commercial Enhancement and Investment Overlay District to Allow Multi-Family in Industrial Areas	Fails to carry
25	Zoning Bylaw Amendment – Preexisting, Nonconforming Single & Two Family Residential Lots	Carries by two-thirds vote
26	Zoning Bylaw Amendment – Minor Updates to Cluster Open Space Zoning Bylaw	Carries by two-thirds vote
27	Zoning Bylaw Amendment – Historical Preservation and Reuse	Fails to carry
28	Zoning Bylaw Amendment – Eliminate Sign Advisory Committee	Carries by two-thirds vote
29	Zoning Bylaw Amendment – Rear Lots	No action
30	Real Estate Tax Exemption for Parents and Guardians of Deceased Active Service Members	Carries by unanimous consent
31	Waive Dog License Fee for A Dog Owned by a Person Aged 70 or Older	Carries by majority vote
32	General Bylaw Amendment – Retail Use of Single-Use Plastic Checkout Bags	Carries by majority vote



# Fall 2019 Annual Town Meeting

## October 21, 2019 - First Session

**TOWN OF CHELMSFORD  
2019 FALL ANNUAL TOWN MEETING  
TOWN CLERK RECORD  
TOWN OF CHELMSFORD  
OCTOBER 21, 2019**

The first session of the 2019 Fall Annual Town Meeting held at the Senior Center, 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Monday, October 21, 2019. At the quorum count, there were 123 Town Meeting Representatives present of the 162, which satisfied the quorum requirement of 82 Representatives. Mr. Moderator determined the Warrant was duly and properly posted and reviewed the procedures for Town Meeting. The Town Manager's presentation can be found at the following link: <http://townofchelmsford.us/DocumentCenter/View/10304/2019-Fall-Annual-Town-Meeting-Presentation> The first night of Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: [https://youtu.be/7Hpy\\_8YBd-s](https://youtu.be/7Hpy_8YBd-s)

Moderator, Jon Kurland asked for a moment of silence to remember former Town Moderator/Town Meeting Representative Richard Defrietas, and former Town Meeting Representatives, Brian MacPhee, Ann McGuigan and William Nolan.

Board of Selectmen Chair, Ken Lefebvre, presented a Certificate of Recognition to the following Town Meeting Members for serving 10 years as a Town Meeting Representative:  
Linda Lee, Precinct 6  
Susan Dandaraw, Precinct 9  
Elizabeth Twombly, Precinct 3

State Representatives Thomas Golden, and Tami Gouveia, presented Citations to the following Town Meeting Members for serving 30 years as a Town Meeting Representative:  
Rep. Gouveia presented a citation to Kathryn Brough from Precinct 1.  
Rep Golden presented citations to Janet G. Dubner and Mary E. Frantz from Precinct 6 and George L. Merrill from Precinct 2. Rep Golden also presented citations to Daniel J. Sullivan III, Precinct 4 on behalf of Rep. Nangle, W. Allen Thomas Jr. and Evelyn S. Thoren from Precinct 5 and Michael F. Curran, Precinct 8 on behalf of Rep. Arciero.  
Board of Selectmen Chair, Ken Lefebvre, also presented each of these Town Meeting Representatives

with Certificates of Recognition of their 30 years of service on behalf of the Board of Selectmen.

**ARTICLE 1.** To hear reports of the Town Officers and Committees; or act in relation thereto.

**SUBMITTED BY: Board of Selectmen**

**MOTION UNDER ARTICLE 1.** I move that the Town hear reports of the Town Officers and Committees.

**SUBMITTED BY: Board of Selectmen**

Town Manager Paul Cohen reported that Chapter 70 funding formula will be changing and the proposed legislation will go more to gateway communities. Chelmsford currently receives \$11.2 million for 5,000 students, while Westford receives \$17 million. Chelmsford and similar communities will receive minimum aide. Going forward will be \$150.00 per pupil. Less than the rate of inflation.

We ended fiscal 2019 in a solid position with \$1.76 million in free cash. With an operating budget of \$134 million, free cash represents 1.3 % of our local budget. The Town Manager reviewed the options for expending free cash:  
Option 1 is to save it by putting it in stabilization fund. We currently have \$10.2 million in our stabilization fund which is 8.1% of our operating budget. Our financial policies recommend 5-10% so there is not a need to add additional savings at this time.  
Option 2 is to reduce tax levy, always a consideration however, the recommendation is to go with the third option. Option 3 is to invest in Town's infrastructure. Our infrastructure needs outpace what we can do within a \$3.5 million capital budget.  
The Town Manger gave a brief summary of the warrant articles that address the request to expend the one-time revenues to use for one-time expenditures.

Finance Director John Sousa reviewed the 5-year Financial Forecast.

Community Development Director Evan Belansky reviewed the Chelmsford Center Redevelopment Plan.

**CONSENT AGENDA:**

The Town Moderator moved that the Town consider at



## Fall 2019 Annual Town Meeting October 21, 2019 - First Session

this time under a consent agenda the following warrant articles:

- Article 2: Rescind Remaining Unissued Borrowing for Chelmsford Forum;
- Article 3: Rescind Unexpended Funds for Progress Ave. Sewer Pump Station;
- Article 4: Rescind Unexpended Funds for Community Preservation Projects;
- Article 5: Cemetery Improvement and Development Fund: \$50,000;
- Article 6: Commonwealth Transportation Infrastructure Fund: \$7,802.50;

**SUBMITTED BY: Town Manager**

The Town Moderator made a motion to accept Articles 2, 3, 4, 5 & 6 as a Consent Agenda, motion was seconded by Clare Jeannotte of precinct 7.

**MOTION TO ACCEPT ARTICLES 2, 3, 4, 5 & 6 AS A CONSENT AGENDA:** Carries by a majority vote by a show of hands as declared by the Moderator.

**ARTICLE 2.** To see if the Town will vote to rescind the remaining authorized, but unissued, borrowing voted under Article 7 of the October 16, 2017 Fall Annual Town Meeting for the purchase of two (2) parcels of land, located at 123 Brick Kiln Road, Chelmsford, and 2 Brick Kiln Road, North Billerica, known together as the Forum; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 2,** I move that the \$98,229 authorized, but unissued, balance of the \$1,200,000 borrowing voted under Article 7 of the October 16, 2017 Fall Annual Town Meeting for the purchase of two (2) parcels of land, located at 123 Brick Kiln Road, Chelmsford, and 2 Brick Kiln Road, North Billerica, known together as the Forum, which amount is no longer needed to pay costs of completing the acquisition of property for which it was approved, is hereby rescinded and of no further force or effect.

**SUBMITTED BY: Town Manager**

**ARTICLE 3.** To see if the Town will vote to rescind the unexpended appropriation voted under Article 13 of the April 27, 2015 Spring Annual Town Meeting for the reconstruction of the Progress Avenue Sewer Pump

Station, and to return such unexpended monies to its funding source, the Sewer System Capacity Impact Fund; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 3.** I move that the Town rescind the unexpended balance of \$93,200.64 from the \$825,000 appropriation voted under Article 13 of the April 27, 2015 Spring Annual Town Meeting for the reconstruction of the Progress Avenue Sewer Pump Station, and to return such unexpended monies to its funding source, the Sewer System Capacity Impact Fund.

**SUBMITTED BY: Town Manager**

**ARTICLE 4.** To see if the Town will vote to rescind unexpended appropriations for completed projects whose funding source is the Community Preservation Fund and to return said unexpended funds to the Community Preservation Fund; or act in relation thereto.

**SUBMITTED BY: Community Preservation Committee**

**MOTION UNDER ARTICLE 4.** I move that the Town rescind the unexpended appropriations under the following Town Meeting warrant articles:

**\$7,689.07** voted under Article 19 of the Warrant for the October 19, 2015 Fall Town Meeting from the Community Preservation Fund General Reserve for the Oak Hill Conservation Land;

**\$14,932.40** voted under Article 15 of the Warrant for the April 27, 2009 Spring Annual Town Meeting from the Community Preservation Fund General Reserve for the Pond Street acquisition;

**\$1,300.20** voted under Article 18 of the Warrant for the April 26, 2010 Spring Annual Town Meeting from the Community Preservation Fund General Reserve for the Center Town Hall (CCA) Restoration;

**\$3,751.63** voted under Article 19 of the Warrant for the April 26, 2010 Spring Annual Town Meeting from the Community Preservation Fund General Reserve for the North Town Hall Restoration;

and to return said unexpended funds to the Community Preservation Fund.

**SUBMITTED BY: Community Preservation Committee**



# Fall 2019 Annual Town Meeting

## October 21, 2019 - First Session

**ARTICLE 5.** To see if the Town will vote to transfer a sum of money from the Sale of Graves and Lots Account to the Cemetery Improvement and Development fund; or act in relation thereto.  
**SUBMITTED BY: Cemetery Commission**

**MOTION UNDER ARTICLE 5.** I move that the Town transfer \$50,000 from the Sale of Graves and Lots Account to the Cemetery Improvement and Development fund.

**SUBMITTED BY: Cemetery Commission**

**ARTICLE 6.** To see if the Town will vote to appropriate the sum of \$7,802.50, received by the Town from the Commonwealth Transportation Infrastructure Fund, to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure, or any other public purpose substantially related to the operation of transportation network services in the Town, including, but not limited to, the complete streets program established in Massachusetts General Laws Chapter 90I, Section 1, and other programs that support alternative modes of transportation; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 6.** I move that the Town appropriate \$7,802.50 that was received by the Town from the Commonwealth Transportation Infrastructure Fund towards the installation of Americans with Disabilities Act compliant sidewalk ramps along Golden Cove Road.

**SUBMITTED BY: Town Manager**

Recommendations:  
 Board of Selectmen: Unanimously recommends approval of articles 2,3,4,5, & 6  
 Finance Committee: Unanimously recommends approval of articles 2,3,4,5, & 6

The electronic voting devices recorded the following votes:

YES: 135      NO: 1      ABSTENTIONS: 0  
 MOTION UNDER CONSENT AGENDA: Carries by majority vote

**ARTICLE 7.** To see if the Town will vote to raise and appropriate, and/or transfer from available funds, a sum of money to be used to fund employee contract agreements between the Town and its collective bargaining units; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 7.** I move that the Town raise and appropriate:

\$215,000 to fund an employee contract agreement between the Town of Chelmsford and the Chelmsford Police Association Fraternal Order of Police, Lodge 110;

\$65,500 to fund an employee contract agreement between the Town of Chelmsford and the Chelmsford Public Works Association Highway Employees; and

\$25,620 to fund an employee contract agreement with the Chelmsford Federation of Teachers Local 3569, AFT Massachusetts, AFL-CIO Library Personnel.

**SUBMITTED BY: Town Manager**

Recommendations:  
 Board of Selectmen: Recommends approval by a vote of 4-0 with 1 abstention  
 Finance Committee: Unanimously recommends approval  
 The electronic voting devices recorded the following votes:

YES: 138      NO: 2      ABSTENTIONS: 1  
 MOTION UNDER ARTICLE 7: Carries by majority vote

**ARTICLE 8.** To see if the Town will vote to amend the Fiscal Year 2020 operating budget adopted under Articles 4, 6, and 7 of the Warrant for the Spring Annual Town Meeting held on April 29, 2019; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 8.** I move that the Town take no action under this article.

**SUBMITTED BY: Town Manager**

**ARTICLE 9.** To see if the Town will vote to transfer from Free Cash a sum of money to the Sewer



## Fall 2019 Annual Town Meeting October 21, 2019 - First Session

Construction Stabilization Fund; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 9.** I move that the Town transfer \$384,996 from Free Cash to the Sewer Construction Stabilization Fund.

**SUBMITTED BY: Town Manager**

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Unanimously recommends approval

The electronic voting devices recorded the following votes:

YES: 139      NO: 0      ABSTENTIONS: 0  
MOTION UNDER ARTICLE 9: Carries by unanimous consent

**ARTICLE 10.** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for the Town's portion of the total project cost related to the partial roof replacement at the South Row Elementary School, said work to be performed under the provisions of the Massachusetts School Building Authority Accelerated Repair Program; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 10.** I move that the Town transfer \$400,000 from Free Cash for the purpose of paying costs of the partial roof replacement at the South Row Elementary School, located at 250 Boston Road, Chelmsford, identified by the Board of Assessors as Map 112, Block 426, Parcel 10, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Town Manager. The Town acknowledges that the MSBA's grant program is a non-entitlement,

discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) the percentage of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

**SUBMITTED BY: Town Manager**

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Unanimously recommends approval

The electronic voting devices recorded the following votes:

YES: 140      NO: 1      ABSTENTIONS: 0  
MOTION UNDER ARTICLE 10: Carries by majority vote

**ARTICLE 11.** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for the purchase of a replacement breathing air compressor unit for the Chelmsford Fire Department; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 11.** I move that the Town transfer \$95,000 from Free Cash for the purchase of a replacement breathing air compressor unit for the Chelmsford Fire Department.

**SUBMITTED BY: Town Manager**

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Unanimously recommends approval

The electronic voting devices recorded the following votes:

YES: 143      NO: 0      ABSTENTIONS: 0  
MOTION UNDER ARTICLE 11: Carries by unanimous consent



**Fall 2019 Annual Town Meeting**  
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**ARTICLE 12.** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for the purchase and installation of rectangular rapid flashing beacons at crosswalks adjacent to the Chelmsford Public Schools and at the High Street intersection with the Bruce Freeman Rail Trail; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 12.** I move that the Town transfer \$80,000 from Free Cash for the purchase and installation of rectangular rapid flashing beacons at crosswalks adjacent to the Chelmsford Public Schools and at the High Street intersection with the Bruce Freeman Rail Trail.

**SUBMITTED BY: Town Manager**

Recommendations:  
 Board of Selectmen: Unanimously recommends approval  
 Finance Committee: Unanimously recommends approval  
 The electronic voting devices recorded the following votes:

YES: 137      NO: 4      ABSTENTIONS: 0  
 MOTION UNDER ARTICLE 12: Carries by majority vote

**ARTICLE 13.** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for the purchase and installation of a bituminous concrete top coat along the exterior surface area of the Department of Public Works Facility located at 9 Alpha Road; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 13.** I move that the Town transfer \$250,000 from Free Cash for the purchase and installation of a bituminous concrete top coat along the exterior surface area of the Department of Public Works Facility located at 9 Alpha Road.

**SUBMITTED BY: Town Manager**

Recommendations:  
 Board of Selectmen: Unanimously recommends approval  
 Finance Committee: Unanimously recommends approval  
 The electronic voting devices recorded the following votes:

YES: 140      NO: 2      ABSTENTIONS: 0  
 MOTION UNDER ARTICLE 13: Carries by majority vote

**ARTICLE 14.** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for the resurfacing and installation of granite curbing of a portion of the Chelmsford High School parking lot; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 14.** I move that the Town transfer \$550,242 from Free Cash for the resurfacing and installation of granite curbing of a portion of the Chelmsford High School parking lot.

**SUBMITTED BY: Town Manager**

Recommendations:  
 Board of Selectmen: Unanimously recommends approval  
 Finance Committee: Unanimously recommends approval  
 The electronic voting devices recorded the following votes:

YES: 135      NO: 8      ABSTENTIONS: 0  
 MOTION UNDER ARTICLE 14: Carries by majority vote

**ARTICLE 15.** To see if the Town will vote to transfer from Free Cash a sum of money to reduce the Fiscal Year 2020 property tax levy; or act in relation thereto.



## Fall 2019 Annual Town Meeting October 21, 2019 - First Session

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 15.** I move that the Town take no action under this article.

**SUBMITTED BY: Town Manager**

**ARTICLE 16.** To see if the Town will vote to transfer from Free Cash a sum of money to the General Stabilization Fund; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 16.** I move that the Town take no action under this article.

**SUBMITTED BY: Town Manager**

**ARTICLE 17.** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow from the Community Preservation Fund a sum of money for the relocation, reconstruction, and enhancement of the ballfields located at Roberts Field; or act in relation thereto.

**SUBMITTED BY: Community Preservation Committee**

**MOTION UNDER ARTICLE 17.** I move that the Town transfer \$214,200 from the Community Preservation Fund General Reserve for the relocation, reconstruction, and enhancement of the ballfields located at Roberts Field.

**SUBMITTED BY: Community Preservation Committee**

Recommendations:  
Board of Selectmen: Unanimously recommends approval  
Finance Committee: Unanimously recommends approval  
The electronic voting devices recorded the following votes:

YES: 118      NO: 22      ABSTENTIONS: 2  
MOTION UNDER ARTICLE 17: Carries by majority vote

Community Development Director, Evan Belansky

presented Article 18.

**ARTICLE 18.** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow from the Community Preservation Fund a sum of money for the planning and design of a pedestrian bridge across Beaver Brook in the Town Center; or act in relation thereto.

**SUBMITTED BY: Community Preservation Committee**

**MOTION UNDER ARTICLE 18.** I move that the Town transfer \$60,000 from the Community Preservation Fund General Reserve for the planning and design of a pedestrian bridge across Beaver Brook in the Town Center.

**SUBMITTED BY: Community Preservation Committee**

Recommendations:  
Board of Selectmen: Unanimously recommends approval  
Finance Committee: Unanimously recommends approval  
The electronic voting devices recorded the following votes:

YES: 25      NO: 108      ABSTENTIONS: 7  
MOTION UNDER ARTICLE 18: Fails to carry

Community Development Director, Evan Belansky presented Article 19.

**ARTICLE 19.** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow from the Community Preservation Fund a sum of money for the creation of a façade improvement program for buildings located in the town center and/or Vinal Square; or act in relation thereto.

**SUBMITTED BY: Community Preservation Committee**

**MOTION UNDER ARTICLE 19.** I move that the Town transfer \$100,000 from the Community Preservation Fund General Reserve for the creation of a façade improvement program for buildings located in the town center and/or Vinal Square.

**SUBMITTED BY: Community Preservation Committee**

Recommendations:





# Fall 2019 Annual Town Meeting

## October 21, 2019 - First Session

Board of Selectmen: Unanimously recommends approval  
 Finance Committee: Recommends approval 4 -3 vote  
 The electronic voting devices recorded the following votes:

YES: 92      NO: 48      ABSTENTIONS: 3  
 MOTION UNDER ARTICLE 19: Carries by majority vote

**ARTICLE 20.** To see if the Town will vote to transfer from Sewer Enterprise Fund Free Cash a sum of money for the following sewer capital projects:

- Lord Road Sewer Pump Station Building and Generator Replacement: \$220,000;
- Vincent Road Sewer Pump Station Building and Generator Replacement: \$200,000;
- Wiede Street Sewer Pump Station Control Panel and Generator Replacement: \$120,500;
- Miland Avenue Sewer Pump Station Engineering and Design for Upgrade: \$25,000;

; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 20.** I move that the Town transfer \$565,500 from Sewer Enterprise Fund Free Cash for the following sewer capital projects:

- Lord Road Sewer Pump Station Building and Generator Replacement: \$220,000;
- Vincent Road Sewer Pump Station Building and Generator Replacement: \$200,000;
- Wiede Street Sewer Pump Station Control Panel and Generator Replacement: \$120,500;
- Miland Avenue Sewer Pump Station Engineering and Design for Upgrade: \$25,000;

**SUBMITTED BY: Town Manager**

Recommendations:  
 Board of Selectmen: Unanimously recommends approval  
 Finance Committee: Unanimously recommends approval  
 The electronic voting devices recorded the following votes:

YES: 134      NO: 2      ABSTENTIONS: 0

MOTION UNDER ARTICLE 20: Carries by majority vote

**ARTICLE 21.** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact a special act amending the Town Charter to change the name of the Board of Selectmen to Select Board to exhibit gender neutrality as do all other boards representing Chelmsford as set forth below:

AN ACT AMENDING THE CHARTER OF THE TOWN OF CHELMSFORD TO CHANGE THE NAME OF THE BOARD OF SELECTMEN TO SELECT BOARD

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

SECTION 1. Section 1-3 Division of Powers of the charter of the Town of Chelmsford, which is on file in the office of the archivist of the commonwealth as provided in section 12 of chapter 43B of the General Laws, is hereby amended by striking out the words "Board of Selectmen" and inserting in place thereof, the words "Select Board".

SECTION 2. Section 2-8 Establishment of Districts of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, in each instance, the following words: "select board".

SECTION 3. Subsection (a) of Section 2-17 Warrant Articles of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, in each instance, the following words: "select board".

SECTION 4. Subsection (a) of Section 2-18 Procedures of said charter is hereby amended by striking out in the second paragraph the word "Selectmen" and inserting in place thereof, the words "Select Board".

SECTION 5. Subsection (a) of Section 2-18 Procedures of said charter is hereby amended by striking out in the third paragraph the words "Board of Selectmen" and inserting in place thereof, the words "Select Board".

SECTION 6. Subsection (c) of Section 2-18 Procedures of said charter is hereby amended by striking out the



## Fall 2019 Annual Town Meeting *October 21, 2019 - First Session*

words "board of selectmen" and inserting in place thereof, the words "select board".

SECTION 7. Subsection (b) of Section 2-19 Referendum Procedures of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, the words "select board".

SECTION 8. Subsection (a) of Section 3-20 Elected Town Officers, In General of said charter is hereby amended by striking out the words "board of selectmen" and inserting in place thereof, the words "select board".

SECTION 9. Section 3-21 Board of Selectmen of said charter is hereby amended by striking out the words "Board of Selectmen" in the title of the section and inserting in place thereof, the words "Select Board".

SECTION 10. Subsection (a) of Section 3-21 Board of Selectmen of said charter is hereby amended by striking out the words "board of selectmen" and inserting in place thereof, the words "select board".

SECTION 11. Subsection (b) of Section 3-21 Board of Selectmen of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, the words "select board".

SECTION 12. Subsection (c) of Section 3-21 Board of Selectmen of said charter is hereby amended by striking out the words "Board of Selectmen", each time it appears, and inserting in place thereof, the words "Select Board".

SECTION 13. Subsection (d) of Section 3-21 Board of Selectmen of said charter is hereby amended by striking out the words "board of selectmen" and inserting in place thereof, the words "select board".

SECTION 14. Subsection (a) of Section 3-24 Planning Board, Composition of said charter is hereby amended by striking out the words "Board of Selectmen", and inserting in place thereof, the words "Select Board".

SECTION 15. Subsection (b) (ii) of Section 3-31 Recall of Elected Officers of said charter is hereby amended by striking out the word "selectmen", and inserting in

place thereof, the words "select board".

SECTION 16. Subsection (c) of Section 3-31 Recall of Elected Officers of said charter is hereby amended by striking out the word "selectmen", each time it appears, and inserting in place thereof, the words "select board".

SECTION 17. Subsection (c) of Section 3-31 Recall of Elected Officers of said charter is hereby amended by striking out the words "board of selectmen", and inserting in place thereof, the words "select board".

SECTION 18. Section 4-32 Appointment, Qualifications, Term of Office of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, the words "select board".

SECTION 19. Section 4-32 Appointment, Qualifications, Term of Office of said charter is hereby amended by striking out the words "selectmen", and inserting in place thereof, the words "select board members".

SECTION 20. Section 4-33 Powers of Appointment of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, the words "select board".

SECTION 21. Section 4-34 Supervisory, Administrative Powers and Duties of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, the words "select board".

SECTION 22. Paragraph (m) Section 4-34 Supervisory, Administrative Powers and Duties of said charter is hereby amended by striking out the word "selectmen", and inserting in place thereof, the words "select board".

SECTION 23. Section 4-35 Compensation of said charter is hereby amended by striking out the words "board of selectmen", and inserting in place thereof, the words "select board".

SECTION 24. Section 4-36 Temporary Absence of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, the words "select board".



# Fall 2019 Annual Town Meeting

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SECTION 25. Section 4-37 Vacancy in Office of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, the words "select board".

SECTION 26. Section 4-38 Removal of Town Manager of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, the words "select board".

SECTION 27. Section 5-39 Powers of Organization of said charter is hereby amended by striking out the words "board of selectmen", and inserting in place thereof, the words "select board".

SECTION 28. Section 6-42 Annual Budget Policy of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, the words "select board".

SECTION 29. Section 6-45 Capital Improvement Program and Long Term Financial Plan of said charter is hereby amended by striking out the words "board of selectmen", each time it appears, and inserting in place thereof, the words "select board".

SECTION 30. Section 6-48 Annual Audit of said charter is hereby amended by striking out the words "board of selectmen", and inserting in place thereof, the words "select board".

SECTION 31. Subsection (a) of Section 8-57 Time of Taking Effect of said charter is hereby amended by striking out the words "Board of Selectmen", each time it appears, and inserting in place thereof, the words "Select Board".

SECTION 32. This act shall take effect upon its passage.

; or act in relation thereto.

**SUBMITTED BY: Board of Selectmen**

**MOTION UNDER ARTICLE 21.** I move that the Town authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact a special act amending the Town Charter to change the name of the Board of Selectmen to Select Board to exhibit gender neutrality as do all other boards representing Chelmsford as printed on pages

33 to 36 in the Town of Chelmsford Finance Committee Report, Recommendations and Copy of the Warrant for the Fall Session of Annual Town Meeting.

**SUBMITTED BY: Board of Selectmen**

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Unanimously recommends approval

The electronic voting devices recorded the following votes:

YES: 116      NO: 18      ABSTENTIONS: 4  
MOTION UNDER ARTICLE 21: Carries by majority vote

Scott Davidson of precinct 3 made a motion to take Article 24 before Article 22.

The electronic voting devices recorded the following votes:

YES: 124      NO: 11      ABSTENTIONS: 3  
MOTION TO TAKE ARTICLE 24 BEFORE ARTICLE 22: Carries by majority vote

Scott Davidson of precinct 3 made a motion to postpone Articles 22 – 29 to the second session of the Fall Annual Town Meeting on Thursday, October 24, 2019.

The electronic voting devices recorded the following votes:

YES: 119      NO: 15      ABSTENTIONS: 0  
MOTION to postpone Articles 22 – 29 to Thursday, October 24, 2019: Carries by majority vote

**ARTICLE 30.** To see if the Town will vote to exempt certain property from taxation by accepting the provisions of Massachusetts General Laws Chapter 59, Section 5, Clause Twenty-second H, which reads as follows:

Twenty-second H. Real estate to the full amount of the taxable valuation of real property of the surviving parents or guardians of soldiers and sailors, members of the National Guard and veterans who: (i) during



## Fall 2019 Annual Town Meeting October 21, 2019 - First Session

active duty service, suffered an injury or illness documented by the United States Department of Veterans Affairs or a branch of the armed forces that was a proximate cause of their death; or (ii) are missing in action with a presumptive finding of death as a result of active duty service as members of the armed forces of the United States; provided, however, that the real estate shall be occupied by the surviving parents or guardians as the surviving parents' or guardians' domicile; and provided further, that the surviving parents or guardians shall have been domiciled in the commonwealth for the 5 consecutive years immediately before the date of filing for an exemption pursuant to this clause or the soldier or sailor, member of the National Guard or veteran was domiciled in the commonwealth for not less than 6 months before entering service.

Surviving parents or guardians eligible for an exemption pursuant to this clause shall be eligible regardless of when the soldier, sailor, member of the National Guard or veteran died or became missing in action with a presumptive finding of death; provided, however, that the exemption shall only apply to tax years beginning on or after January 1, 2019. Such exemption shall be available until such time as the surviving parents or guardians are deceased. No real estate shall be so exempt which has been conveyed to the surviving parents or guardians to evade taxation. This clause shall take effect upon its acceptance by any city or town.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 30.** I move that the Town exempt certain property from taxation by accepting the provisions of Massachusetts General Laws Chapter 59, Section 5, Clause Twenty-second H, which reads as follows:

Twenty-second H. Real estate to the full amount of the taxable valuation of real property of the surviving parents or guardians of soldiers and sailors, members of the National Guard and veterans who: (i) during active duty service, suffered an injury or illness documented by the United States Department of Veterans Affairs or a branch of the armed forces that was a proximate cause of their death; or (ii) are missing in action with a presumptive finding of death as a result of active duty service as members of the armed forces of the United States; provided, however, that the real estate shall be occupied by the surviving parents or guardians as the surviving parents' or guardians'

domicile; and provided further, that the surviving parents or guardians shall have been domiciled in the commonwealth for the 5 consecutive years immediately before the date of filing for an exemption pursuant to this clause or the soldier or sailor, member of the National Guard or veteran was domiciled in the commonwealth for not less than 6 months before entering service.

Surviving parents or guardians eligible for an exemption pursuant to this clause shall be eligible regardless of when the soldier, sailor, member of the National Guard or veteran died or became missing in action with a presumptive finding of death; provided, however, that the exemption shall only apply to tax years beginning on or after January 1, 2019. Such exemption shall be available until such time as the surviving parents or guardians are deceased. No real estate shall be so exempt which has been conveyed to the surviving parents or guardians to evade taxation. This clause shall take effect upon its acceptance by any city or town.

**SUBMITTED BY: Town Manager**

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Unanimously recommends approval by a vote of 6-0, 1 abstention

The electronic voting devices recorded the following votes:

YES: 128      NO: 0      ABSTENTIONS: 8

MOTION UNDER ARTICLE 30: Carries by unanimous consent

**ARTICLE 31.** To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 140, Section 139, Paragraph C, to waive the fee for a license for a dog that is owned by a person aged 70 or older; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 31.** I move that the Town accept the provisions of Massachusetts General Laws Chapter 140, Section 139, Paragraph C, to waive the fee for a license for a dog that is owned by a person aged 70 or older.



# Fall 2019 Annual Town Meeting

## October 24, 2019 - Second Session

**SUBMITTED BY: Town Manager**

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Majority recommends approval, by a vote of 4-3

The electronic voting devices recorded the following votes:

YES: 109      NO: 19      ABSTENTIONS: 4

MOTION UNDER ARTICLE 31: Carries by majority vote

Brian Latina, precinct 4 made a motion to adjourn at 10:38 PM

YES: 101      NO: 24      ABSTENTIONS: 2  
MOTION TO ADJOURN: Carries by majority vote

2019 Fall Annual Town Meeting will reconvene on Thursday, October 24, 2019.

**TOWN OF CHELMSFORD  
2019 FALL ANNUAL TOWN MEETING  
TOWN CLERK RECORD  
TOWN OF CHELMSFORD  
OCTOBER 24, 2019**

The second session of the 2019 Fall Annual Town Meeting held at the Senior Center, 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Thursday, October 24, 2019. At the quorum count, there were 119 Town Meeting Representatives present of the 162, which satisfied the quorum requirement of 82 Representatives. The Town Manager's presentation can be found at the following link: <http://townofchelmsford.us/DocumentCenter/View/10304/2019-Fall-Annual-Town-Meeting-Presentation> . The second night of Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://www.youtube.com/watch?v=tY6deveBJks>

Aaron Cunningham, Chair of Recycling Committee presented Article 32.

**ARTICLE 32.** To see if the Town will vote to amend the Code of the Town of Chelmsford by adopting a new section, "Section 144: Sustainable Community" and under said section adopting a new bylaw to regulate the retail use of single-use plastic checkout bags as follows:

Article I. Plastic Bag Reduction in Business Establishments

Section 144-1. Purpose and Intent

This bylaw is enacted for the purpose of eliminating the use of thin film single use plastic bags by all business establishments in the Town of Chelmsford. The production and use of thin film single use plastic checkout bags have significant impacts on the environment, including, but not limited to: contributing to pollution of the land environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; causing the potential death of marine animals through ingestion and entanglement; and requiring the use of millions of barrels of crude oil nationally for their manufacture.

Section 144-2. Definitions

144-2.1 "Business establishment" means the following business uses as defined in Section 195-108 of the Chelmsford Zoning Bylaw: a retail store; supermarket and general department store; restaurant; and take out retail.

144-2.2 "Thin film single use plastic bags" means bags, typically with plastic handles, with a thickness of 4.0 mils or less and which are intended for single use transport of purchased products purchased at a business establishment.

144-2.3 Reusable bag" means a bag, with handles, that is specifically designed for multiple use and is made of thick plastic, cloth, fabric or other durable materials.

Section 144-3 Use Regulations

144-3.1 Effective July 1, 2020, thin film single use plastic bags shall not be distributed, provided, or sold for checkout or other purposes at any business establishment within the Town of Chelmsford.

144-3.2 Thin film plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods and



## Fall 2019 Annual Town Meeting

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other similar merchandise, typically without handles, are permissible.

144-3.3 Customers are encouraged to bring their own reusable bags to stores. Business establishments are encouraged to provide reusable thick plastic, paper, fabric, or other types of bags.

### Section 144-4 Enforcement

144-4.1 The Inspector of Buildings of his designee is hereby designated and authorized as the officer charged with the enforcement of this bylaw.

144-4.2 Penalty for Violation. Whoever violates any provision of this bylaw shall be punished by a fine not exceeding one hundred dollars (\$100.00) for each offense. Nothing contained herein shall preclude the Building Inspector from seeking equitable relief to enforce this bylaw.

144-4.3 Noncriminal Disposition. In addition to the procedure for enforcement as described above, the provisions of this bylaw may also be enforced by noncriminal disposition, as provided in Massachusetts General Laws, Chapter 40, Section 21D. The penalty for such violation shall be \$25.00 for the first offense, \$50.00 for the second offense, and \$100.00 for the third and each subsequent offense.

; or act in relation thereto.

**SUBMITTED BY: Recycling Committee**

**MOTION UNDER ARTICLE 32.** I move that the Town amend the Code of the Town of Chelmsford by adopting a new section, "Section 144: Sustainable Community" and under said section adopting a new bylaw to regulate the retail use of single-use plastic checkout bags as follows:

### Article I. Plastic Bag Reduction in Business Establishments

#### Section 144-1. Purpose and Intent

This bylaw is enacted for the purpose of eliminating the use of thin film single use plastic bags by all business establishments in the Town of Chelmsford. The production and use of thin film single use plastic checkout bags have significant impacts on the environment, including, but not limited to: contributing to pollution of the land environment; creating a burden

to solid waste collection and recycling facilities; clogging storm drainage systems; causing the potential death of marine animals through ingestion and entanglement; and requiring the use of millions of barrels of crude oil nationally for their manufacture.

### Section 144-2. Definitions

144-2.1 "Business establishment" means the following business uses as defined in Section 195-108 of the Chelmsford Zoning Bylaw: a retail store; supermarket and general department store; restaurant; and take out retail.

144-2.2 "Thin film single use plastic bags" means bags, typically with plastic handles, with a thickness of 4.0 mils or less and which are intended for single use transport of purchased products purchased at a business establishment.

144-2.3 Reusable bag" means a bag, with handles, that is specifically designed for multiple use and is made of thick plastic, cloth, fabric or other durable materials.

### Section 144-3 Use Regulations

144-3.1 Effective July 1, 2020, thin film single use plastic bags shall not be distributed, provided, or sold for checkout or other purposes at any business establishment within the Town of Chelmsford.

144-3.2 Thin film plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods and other similar merchandise, typically without handles, are permissible.

144-3.3 Customers are encouraged to bring their own reusable bags to stores. Business establishments are encouraged to provide reusable thick plastic, paper, fabric, or other types of bags.

### Section 144-4 Enforcement

144-4.1 The Inspector of Buildings of his designee is hereby designated and authorized as the officer charged with the enforcement of this bylaw.

144-4.2 Penalty for Violation. Whoever violates any provision of this bylaw shall be punished by a fine not exceeding one hundred dollars (\$100.00) for each offense. Nothing contained herein shall preclude the Building Inspector from seeking equitable relief to enforce this bylaw.



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144-4.3 Noncriminal Disposition. In addition to the procedure for enforcement as described above, the provisions of this bylaw may also be enforced by noncriminal disposition, as provided in Massachusetts General Laws, Chapter 40, Section 21D. The penalty for such violation shall be \$25.00 for the first offense, \$50.00 for the second offense, and \$100.00 for the third and each subsequent offense.

**SUBMITTED BY: Recycling Committee**

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Majority recommends approval by a vote of 6 - 1

The electronic voting devices recorded the following votes:

YES: 96      NO: 41      ABSTENTIONS: 0

**MOTION UNDER ARTICLE 32:** Carries by majority vote

Article 24 taken out of order as voted during the first session of Town Meeting.

**ARTICLE 24.** To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw," by amending Article XXI "Community Enhancement and Investment Overlay District", sub-section 195-113 "Residential Uses" to delete the prohibition of multi-family within IA zoning districts by deleting from the first sentence of sub-section 195-113 the words "except in the IA Zoning District"; or act in relation thereto.

**SUBMITTED BY:                      Planning Board**  
*Two-Thirds Vote*

**MOTION UNDER ARTICLE 24.** I move that the Town amend the Town Code, Chapter 195: "Zoning Bylaw," by amending Article XXI "Community Enhancement and Investment Overlay District", sub-section 195-113 "Residential Uses" to delete the prohibition of multi-family within IA zoning districts by deleting from the first sentence of sub-section 195-113 the words "except in the IA Zoning District".

**SUBMITTED BY:                      Planning Board**  
*Two-Thirds Vote*

Recommendations:

Board of Selectmen: Majority recommends approval by

a vote of 4-1

Finance Committee: Unanimously recommends against the article

Planning Board: Unanimously recommends approval

The electronic voting devices recorded the following votes:

YES: 18      NO: 120      ABSTENTIONS: 0

**MOTION UNDER ARTICLE 24:** Fails to carry

Nancy Araway, Planning Board member introduced Pamela Armstrong, Route 40 Study Committee Chair, who presented Article 22.

**ARTICLE 22.** To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw," by revising the zoning of properties directly abutting and north of Rt. 40 and west of Rt. 3, from RC to IA, to include properties identified by Book and Lot as 10-22-1, 16-22-1, 16-22-2, 17-22-1, 17-22-2, 17-22-3, 17-22-4, 17-22-5, 17-22-6, 17-84-1, 17-84-2, 17-84-3, 17-84-4, 17-84-5, 17-84-6; or act in relation thereto.

**SUBMITTED BY:                      Planning Board**  
*Two-Thirds Vote*

**MOTION UNDER ARTICLE 22.** I move that the Town amend the Town Code, Chapter 195: "Zoning Bylaw," by revising the zoning of properties directly abutting and north of Rt. 40 and west of Rt. 3, from RC to IA, to include properties identified by Book and Lot as 10-22-1, 16-22-1, 16-22-2, 17-22-1, 17-22-2, 17-22-3, 17-22-4, 17-22-5, 17-22-6, 17-84-1, 17-84-2, 17-84-3, 17-84-4, 17-84-5, 17-84-6, and the 8-acre, more or less, State-owned parcel of land located adjacent to parcel 17-22-1 to the north and west and the Route 3 southbound lane to the east.

**SUBMITTED BY:                      Planning Board**  
*Two-Thirds Vote*

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Majority recommends approval by a vote of 6-1

Planning Board: Majority recommends approval by a vote of 6-1

The electronic voting devices recorded the following votes:



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YES: 58 NO: 79 ABSTENTIONS: 2

MOTION UNDER ARTICLE 22: Fails to carry

Nancy Araway, Planning Board member and Pamela Armstrong, Route 40 Study Committee Chair, presented Article 23.

**ARTICLE 23.** To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw," by adopting a new zoning overlay bylaw and associated zoning Map amendments, Article XXV "Continuing Care Community Overlay District (CCCOD)" as follows:

**Article XXV Continuing Care Community Overlay District (CCCOD)**

§ 195-148 Establishment of overlay district  
The Continuing Care Community Overlay District (CCCOD) addresses changing Town and regional market conditions, specifically the need to provide housing opportunities to the growing population of senior citizens. The CCCOD defines the framework for an Aging-in-Place Community that provides individual and multi-family housing opportunities, facilitated and independent senior living facilities, and graduated healthcare support service, with readily available Personal Care Services.

Plans submitted under the CCCOD are required to meet these basic requirements and objectives:

- A. Promotes orderly, effective and quality development and redevelopment;
- B. Provides housing opportunities that will be compatible and complementary with the surrounding area;
- C. Enhances the aesthetic qualities and characteristics of the area, such as architectural style, streetscape character, open space, connectivity, and overall setting in a manner that protects and enhances the value of surrounding real property; and
- D. Does not disturb residential neighborhoods or detract from the appearance of the Town and results in the maintenance of a balance and workable relationship between the existing area and use, the new utilization and adjacent residential neighborhoods.

**§ 195-149 Establishment of overlay district**

The location and boundaries of this overlay district are hereby established and made part of this bylaw as shown on the Continuing Care Community Overlay District Map, dated August, 28, 2019.

**§ 195-150 Use regulations.**

- A. The existing use Regulation Schedule

(Chapter 195, Attachment 1) shall be applicable within the underlying zoning districts.

B. Within the overlay the following uses are permitted by right:

- (a) Attached and detached Independent Senior Living Facilities up to a density of 20 units per acre; Facilitated living facilities (see Article XVII for definitions), and (exempt and nonexempt) Adult Day Care facilities.
- (b) Nursing/convalescent facilities.
- (c) Restaurants no larger than 3000 sq. ft. (drive-throughs are not permitted)
- (d) Medical Offices and Medical Centers

C. The following are permitted by special permit:

- (a) Commercial Uses supporting the purpose of the CCCOD and not exceeding 2000 square feet, including:
  - i. Personal Care Services, such as but not restricted to barber, salon, laundry/dry cleaner, financial services agency, and pharmaceutical supplies
  - ii. Pharmacy and Banks; (drive-throughs are permitted).
  - iii. Retail stores and services
  - iv. Parking garages

(b) Reduction of residential unit size in dwellings limited to 55 and over occupancy, below the limits established in ss 195-113 Residential Uses.

(c) Independent Senior Living Facility density in excess of 20 units per acre, subject to ss 195-63 Density Bonus for affordable housing, excepting that in the CCCOD, one unit for each 5 units set aside for Affordable Housing, in accordance with Article XXIII, "Inclusionary Housing Bylaw".

(d) Buildings that exceed the height of the underlying zoning district, as provided for in ss 195-152.

(e) Maximum Building Coverage and Floor Area Ratio (FAR) may be increased by up to 50% above that required by the underlying Zoning District, for 55 and over housing, facilitated and independent senior living facilities, and graduated healthcare support services within structures and / or located on one lot.

**§ 195-151 Special provisions for all CCCOD.**

- A. Parking garages/ structures shall not be counted towards the floor area ratio.
- B. New construction of Restaurants, Banks, Pharmacies, Personal Care Services and other Retail and Services pursuant to Bylaw ss 195-150 B (c), C I, ii and iii shall not be single tenant free standing structures.

C. Except as specifically defined in Article XXV, the dimensional standards of the underlying zoning





# Fall 2019 Annual Town Meeting

## October 24, 2019 - Second Session

district shall apply. However, Footnote # 4 of Table of Dimensional Requirements, shall not be applicable. In addition, a special permit may be granted for reduced front, side and rear setbacks when not abutting an existing single and / or two-family dwelling.

**§ 195-152 Special provisions for CCCOD implementation in specific areas.**

A. Building height. For lots in the IA District north of Rt. 40, buildings that are set back from Rt. 40 by more than 200 feet may be up to 5 stories tall and 60 feet high for all applicable uses. However, 300 ft of setback from Rt. 40 shall be provided for a 5-story building when abutting an existing single and / or two-family dwelling.

B. For lots in the IA District north of Rt. 40, new construction in the 200 feet adjacent to Rt. 40 shall not exceed 3 stories and 35 feet.

C. Multi-family dwellings for individuals 55 and older up to a density of 20 units per acre or a density of 15 units per acre for non age restricted units. For either option, a minimum of 20% of the units shall be provided at 50% AMI for units that are considered Assisted Living Facilities as that term is defined in the Department of Housing and Community Development's Chapter 40B Guidelines, and a minimum of 25% of the units shall be provided at 80% AMI for units considered to be Continuing Care Retirement Facilities pursuant to Section II(A)(1) of the Chapter 40B Guidelines, to allow for inclusion on the DHCD Subsidized Housing Inventory. A payment in lieu may be granted per section 195-138.D

**§ 195-153 Applicability of CCCOD to overlay district.**

A. All provisions in Article XXV shall have precedence over other sections of the Zoning Bylaw.

B. The Requirements detailed in Article XXV - Continuing Care Community Overlay District are intended to modify the basic requirements of the district to which they are applied. Unless otherwise stated in this Article, exceptions and modifications provided by any other Overlay District are not intended to be combined with the application of the CCCOD.

C. Relationship with the zoning provisions. Unless specifically governed in the CCCOD Overlay, all other zoning provisions of the Chelmsford Zoning Bylaw, Chapter 195 shall remain in full force and effect and shall neither be modified, repealed, nor amended by this article. This includes but is not limited to Article V, off Street parking and Loading, Article VII, Signs and outdoor lighting, Article IX, Landscaping, and Article XI, Major Business Complex. And to adopt the new Continuing Care Community

Overlay District (CCCOD), zoning by-law Article XXV, to the area north of Route 40 and west of Route 3, to include properties identified by Book and Lot as 10-22-1, 16-22-1, 16-22-2, 17-22-1, 17-22-2, 17-22-3, 17-22-4, 17-22-5, 17-22-6, 17-84-1, 17-84-2, 17-84-3, 17-84-4, 17-84-5, 17-84-6; or act in relation thereto.

**SUBMITTED BY: Planning Board**  
*Two-Thirds Vote*

**MOTION UNDER ARTICLE 23.** I move that the Town amend the Town Code, Chapter 195: "Zoning Bylaw," by adopting a new zoning overlay bylaw and associated zoning Map amendments, Article XXV "Continuing Care Community Overlay District (CCCOD)" as follows:

**Article XXV Continuing Care Community Overlay District (CCCOD)**

§ 195-148 Establishment of overlay district  
The Continuing Care Community Overlay District (CCCOD) addresses changing Town and regional market conditions, specifically the need to provide housing opportunities to the growing population of senior citizens. The CCCOD defines the framework for an Aging-in-Place Community that provides individual and multi-family housing opportunities, facilitated and independent senior living facilities, and graduated healthcare support service, with readily available Personal Care Services.

Plans submitted under the CCCOD are required to meet these basic requirements and objectives:

- A. Promotes orderly, effective and quality development and redevelopment;
- B. Provides housing opportunities that will be compatible and complementary with the surrounding area;
- C. Enhances the aesthetic qualities and characteristics of the area, such as architectural style, streetscape character, open space, connectivity, and overall setting in a manner that protects and enhances the value of surrounding real property; and
- D. Does not disturb residential neighborhoods or detract from the appearance of the Town and results in the maintenance of a balance and workable relationship between the existing area and use, the new utilization and adjacent residential neighborhoods.

**§ 195-149 Establishment of overlay district**

The location and boundaries of this overlay district



## Fall 2019 Annual Town Meeting

October 24, 2019 - Second Session

are hereby established and made part of this bylaw as shown on the Continuing Care Community Overlay District Map, dated August, 28, 2019.

### § 195-150 Use regulations.

A. The existing use Regulation Schedule (Chapter 195, Attachment 1) shall be applicable within the underlying zoning districts.

B. Within the overlay the following uses are permitted by right:

(a) Attached and detached Independent Senior Living Facilities up to a density of 20 units per acre; Facilitated living facilities (see Article XVII for definitions), and (exempt and nonexempt) Adult Day Care facilities.

(b) Nursing/convalescent facilities.

(c) Restaurants no larger than 3000 sq. ft. (drive-throughs are not permitted)

(d) Medical Offices and Medical Centers

C. The following are permitted by special permit:

(a) Commercial Uses supporting the purpose of the CCCOD and not exceeding 2000 square feet, including:

i. Personal Care Services, such as but not restricted to barber, salon, laundry/dry cleaner, financial services agency, and pharmaceutical supplies

ii. Pharmacy and Banks; (drive-throughs are permitted).

iii. Retail stores and services

iv. Parking garages

(b) Reduction of residential unit size in dwellings limited to 55 and over occupancy, below the limits established in ss 195-113 Residential Uses.

(c) Independent Senior Living Facility density in excess of 20 units per acre, subject to ss 195-63 Density Bonus for affordable housing, excepting that in the CCCOD, one unit for each 5 units set aside for Affordable Housing in accordance with Article XXIII, "Inclusionary Housing Bylaw".

(d) Buildings that exceed the height of the underlying zoning district, as provided for in ss 195-152.

(e) Maximum Building Coverage and Floor Area Ratio (FAR) may be increased by up to 50% above that required by the underlying Zoning District, for 55 and over housing, facilitated and independent senior living facilities, and graduated healthcare support services within structures and / or located on one lot.

### § 195-151 Special provisions for all CCCOD.

A. Parking garages/ structures shall not be counted towards the floor area ratio.

B. New construction of Restaurants, Banks,

Pharmacies, Personal Care Services and other Retail and Services pursuant to Bylaw ss 195-150 B (c), C I, ii and iii shall not be single tenant free standing structures.

C. Except as specifically defined in Article XXV, the dimensional standards of the underlying zoning district shall apply. However, Footnote # 4 of Table of Dimensional Requirements, shall not be applicable. In addition, a special permit may be granted for reduced front, side and rear setbacks when not abutting an existing single and / or two-family dwelling.

### § 195-152 Special provisions for CCCOD implementation in specific areas.

A. Building height. For lots in the IA District north of Rt. 40, buildings that are set back from Rt. 40 by more than 200 feet may be up to 5 stories tall and 60 feet high for all applicable uses. However, 300 ft of setback from Rt. 40 shall be provided for a 5-story building when abutting an existing single and / or two-family dwelling.

B. For lots in the IA District north of Rt. 40, new construction in the 200 feet adjacent to Rt. 40 shall not exceed 3 stories and 35 feet.

C. Multi-family dwellings for individuals 55 and older up to a density of 20 units per acre or a density of 15 units per acre for non age restricted units. For either option, a minimum of 20% of the units shall be provided at 50% AMI for units that are considered Assisted Living Facilities as that term is defined in the Department of Housing and Community Development's Chapter 40B Guidelines, and a minimum of 25% of the units shall be provided at 80% AMI for units considered to be Continuing Care Retirement Facilities pursuant to Section II(A)(1) of the Chapter 40B Guidelines, to allow for inclusion on the DHCD Subsidized Housing Inventory. A payment in lieu may be granted per section 195-138.D

### § 195-153 Applicability of CCCOD to overlay district.

A. All provisions in Article XXV shall have precedence over other sections of the Zoning Bylaw.

B. The Requirements detailed in Article XXV - Continuing Care Community Overlay District are intended to modify the basic requirements of the district to which they are applied. Unless otherwise stated in this Article, exceptions and modifications provided by any other Overlay District are not intended to be combined with the application of the CCCOD.

C. Relationship with the zoning provisions. Unless specifically governed in the CCCOD Overlay, all other zoning provisions of the Chelmsford Zoning



# Fall 2019 Annual Town Meeting

## October 28, 2019 - Third Session

Bylaw, Chapter 195 shall remain in full force and effect and shall neither be modified, repealed, nor amended by this article. This includes but is not limited to Article V, off Street parking and Loading, Article VII, Signs and outdoor lighting, Article IX, Landscaping, and Article XI, Major Business Complex. And to adopt the new Continuing Care Community Overlay District (CCCOD), zoning by- law Article XXV, to the area north of Route 40 and west of Route 3, to include properties identified by Book and Lot as 10-22-1, 16-22-1, 16-22- 2, 17-22-1, 17-22-2, 17-22-3, 17-22-4, 17-22-5, 17-22 -6, 17-84-1, 17-84-2, 17-84-3, 17-84-4, 17-84-5, 17-84-6.

**SUBMITTED BY:**                    **Planning Board**  
*Two-Thirds Vote*

**Recommendations:**

Board of Selectmen: Majority recommends approval by a vote of 4 – 1

Finance Committee: Unanimously recommends approval by a vote of 6-0 with 1 abstention

Planning Board: Majority recommends approval by a vote of 6-1

The electronic voting devices recorded the following votes:

YES: 20                    NO: 109                    ABSTENTIONS: 6

MOTION UNDER ARTICLE 23: Fails to carry

Judy Carven of precinct 7 made a motion to adjourn at 10:48 PM.

The motion to adjourn was seconded by several members of the body and carried by a majority vote by a show of hands as declared by the Moderator. Session three of the Fall Annual Town Meeting will reconvene on Monday, October 28, 2019 at 7:30 PM.

**TOWN OF CHELMSFORD**  
**2019 FALL ANNUAL TOWN MEETING**  
**TOWN CLERK RECORD**  
**TOWN OF CHELMSFORD**  
**OCTOBER 28, 2019**

The third session of the 2019 Fall Annual Town Meeting held at the Senior Center, 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30

PM by Moderator Jon H. Kurland on Monday, October 28, 2019. At the quorum count, there were 123 Town Meeting Representatives present of the 162, which satisfied the quorum requirement of 82 Representatives. The Town Manager’s presentation can be found at the following link: <http://townofchelmsford.us/DocumentCenter/View/10304/2019-Fall-Annual-Town-Meeting-Presentation>The third night of Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://www.youtube.com/watch?v=AjUBVE80qE>

The Moderator asked for an advisory vote for the body to consider reducing debate to 3 minutes.

The electronic voting devices recorded the following votes:

YES: 94                    NO: 29                    ABSTENTIONS: 0

ADVISORY MOTION: Carries by majority vote

Evan Belansky, Community Development Director presented Article 25.

**ARTICLE 25.** To see if the Town will vote to amend the Town Code, Chapter 195: “Zoning Bylaw,” by amending section 195-8 “Nonconforming Uses and Structures, sub-section 195.8.E in its entirety and replacing it with the following language:

195-8.E. By-right nonconforming single- and two-family residential structures. Nonconforming single- and two-family residential structures may be reconstructed, extended, altered or structurally changed (the work) upon a determination by the Inspector of Buildings that such proposed reconstruction, extension, alteration or change does not increase the nonconforming nature of said structure.

(1) The following circumstances, (a)-(d), shall not be deemed to increase the nonconforming nature of said structure.

(a) Conformance to Historical Dimensional Requirements based upon Year structure was built and Zoning District\*

Date Structure Built	Front	Side	Rear
1938 to May 10, 1954	25	10	10
May 11, 1954 to June 1956	25	12	10
July 1956 to May 1 1961			
R.A.1	40	25	30



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R.A. 2	35	17	35
R.A. 3	30	15	35
GR	30	12	30
<u>June 1961 to present</u>			
RA	40	25	30
RB	40	25	30
RC	20	12	20

\*Year built is based upon Assessors database or best available information presented to the Building Commissioner. Historical Zoning Maps are on file with the Community Development and Building Departments.

(b) Insufficient lot area. The work to a structure located on a lot with insufficient lot area which complies with setback requirements per (a);

(c) Insufficient frontage. The work to a structure located on a lot with insufficient frontage which complies with setback, requirements per (a);

(d) Other Dimensional Requirements. The work to a structure which complies with a-c above and also complies with current, building coverage, and building height and FAR requirements. Extension of the nonconforming structure along the same nonconforming line, parallel to the required setback, shall not be deemed to increase the nonconforming nature of said structure; or act in relation thereto.

**SUBMITTED BY: Planning Board  
Two-Thirds Vote**

**MOTION UNDER ARTICLE 25.** I move the Town amend the Town Code, Chapter 195: "Zoning Bylaw," by amending section 195-8 "Nonconforming Uses and Structures, sub-section 195.8.E in its entirety and replacing it with the following language:

195-8.E. By-right nonconforming single- and two-family residential structures. Nonconforming single- and two-family residential structures may be reconstructed, extended, altered or structurally changed (the work) upon a determination by the Inspector of Buildings that such proposed reconstruction, extension, alteration or change does not increase the nonconforming nature of said structure.

(1) The following circumstances, (a)-(d), shall not be deemed to increase the nonconforming nature of said structure.

(a) Conformance to Historical Dimensional Requirements based upon Year structure was built and Zoning District\*

Date Structure Built	Front	Side	Rear
1938 to May 10, 1954	25	10	10
May 11, 1954 to June 1956		12	10
<u>July 1956 to May 1 1961</u>			
R.A.1	40	25	30
R.A. 2	35	17	35
R.A. 3	30	15	35
GR	30	12	30
<u>June 1961 to present</u>			
RA	40	25	30
RB	40	25	30
RC	20	12	20

\*Year built is based upon Assessors database or best available information presented to the Building Commissioner. Historical Zoning Maps are on file with the Community Development and Building Departments.

(b) Insufficient lot area. The work to a structure located on a lot with insufficient lot area which complies with setback requirements per (a);

(c) Insufficient frontage. The work to a structure located on a lot with insufficient frontage which complies with setback, requirements per (a);

(d) Other Dimensional Requirements. The work to a structure which complies with a-c above and also complies with current, building coverage, and building height and FAR requirements. Extension of the nonconforming structure along the same nonconforming line, parallel to the required setback, shall not be deemed to increase the nonconforming nature of said structure.

**SUBMITTED BY: Planning Board  
Two-Thirds Vote**

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Majority recommends approval by a vote of 6-1

Planning Board: Unanimously recommends approval  
The electronic voting devices recorded the following votes:

YES: 109      NO: 18      ABSTENTIONS: 1

MOTION UNDER ARTICLE 25: Carries by two-thirds vote



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Evan Belansky, Community Development Director presented Article 26.

**ARTICLE 26.** To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw," by amending Article XVIII "Planned Open Space Development", section 195-93.A to reduce the minimum 10 acres down to 5 acres, section 195-93.C to reduce the perimeter setback from 100 feet to 75 feet, section 195-94 to revise the definition / formula for providing open space and to amend the Use Regulation Schedule, Attachment 1, line A.7 to indicate "by-right" in the RA and RB zoning districts as follows:

By deleting Section 195-92 in its entirety and replacing it with the following language:

"§ 195-92 Purpose. Planned open space developments, hereinafter known as "POS," may be allowed by by-right in the form of Site Plan Review by the Planning Board for the purpose of providing attractive, convenient, efficient neighborhoods and to promote the conservation of open space and the efficient use of land in harmony with its natural features."

By amending Section 195-93 General standards, Paragraph "A" by deleting the number "10" in the first sentence and replacing it with the number "5";

By amending Section 195-93 General standards, Paragraph "C" by deleting the number "100" and replacing it with the number "75";

By deleting the first paragraph of Section 195-94 "Open space requirements" in its entirety and replacing it with the following language:

"A minimum of 25% open space, excluding required yards and buffer areas shall be provided. Such open space may be separated by the road(s) constructed within the site. At the discretion of the Planning Board, the open space provided may be off-site, upon a demonstration that such land promotes the purpose set forth in this article. The percentage of the open space which is wetlands, as defined pursuant to MGL c. 131, § 40, shall not normally exceed the percentage of the tract which is wetlands; provided, however, that the applicant may include a greater percentage of wetlands in the open space upon a demonstration that

such inclusion promotes the purposes set forth in this article."

; or act in relation thereto.

**SUBMITTED BY: Planning Board**  
**Two-Thirds Vote**

S. George Zaharoolis of Precinct 3 made a motion to amend Article 26 by striking the text in strike out and inserting the underlined text in section a). The Planning Board accepted this as a friendly amendment. Selectman Virginia Crocker Timmins opposed the original motion but supports the amended motion.

**AMENDED MOTION UNDER ARTICLE 26:** I move that the Town amend the Town Code, Chapter 195: "Zoning Bylaw," by amending Article XVIII "Planned Open Space Development", section 195-93.A to reduce the minimum 10 acre requirement down to 5 acres, section 195-93.C to reduce the perimeter setback requirement from 100 feet to 75 feet, section 195-94 to revise the definition / formula for providing open space and to amend the Use Regulation Schedule, Attachment 1, line A.7 to indicate "by-right" in the RA and RB zoning districts as follows:

By deleting Section 195-92 in its entirety and replacing it with the following language:

"§ 195-92 Purpose. Planned open space developments, hereinafter known as "POS," may be allowed ~~by by-right in the form of Site Plan Review~~ by special permit by the Planning Board for the purpose of providing attractive, convenient, efficient neighborhoods and to promote the conservation of open space and the efficient use of land in harmony with its natural features."

By amending Section 195-93 General standards, Paragraph "A" by deleting the number "10" in the first sentence and replacing it with the number "5";

By amending Section 195-93 General standards, Paragraph "C" by deleting the number "100" and replacing it with the number "75";

By deleting the first paragraph of Section 195-94 "Open space requirements" in its entirety and replacing it with the following language:



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"A minimum of 25% open space, excluding required yards and buffer areas shall be provided. Such open space may be separated by the road(s) constructed within the site. At the discretion of the Planning Board, the open space provided may be off-site, upon a demonstration that such land promotes the purpose set forth in this article. The percentage of the open space which is wetlands, as defined pursuant to MGL c. 131, § 40, shall not normally exceed the percentage of the tract which is wetlands; provided, however, that the applicant may include a greater percentage of wetlands in the open space upon a demonstration that such inclusion promotes the purposes set forth in this article."

**SUBMITTED BY:**            **Planning Board**  
   *Two-Thirds Vote*

Recommendations:  
Board of Selectmen: Recommends against approval by a vote of 3-2  
Finance Committee: Unanimously recommends approval  
Planning Board: Majority recommends approval by a vote of 6-1  
The electronic voting devices recorded the following votes:

YES: 96            NO: 29            ABSTENTIONS: 2

AMENDED MOTION UNDER ARTICLE 26: Carries by two-thirds vote

Nancy Araway, Planning Board Member and Precinct 1 Representative presented Article 27.

**ARTICLE 27.** To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw," to promote private investment in the preservation of Chelmsford's Historically Significant Dwellings, by providing usage bonuses in the way of additional living units and/or additional building lots, in return for the Owner placing the property under Historic Preservation Restrictive Covenants. Section 195-149 directly replaces the current 195-13, and updates living area sizes to current standards. The rest of this article is new. Currently, 108 Historically Significant residential properties qualify for the use of the new clauses. As a reference, 279 pre-1939 properties have been previously converted to 2 or more living units, and an additional 625 single family residences currently qualify for conversion to a two-family and would continue to do so with this re-write;

by deleting Section 195-13 "Conversion of dwelling units" in its entirety, and adopting a new zoning bylaw, Article XXVI, "Historical Preservation and Reuse", as follows:

### **Article XXV Historical Preservation and Reuse 195-148 Purpose and Intent**

The purpose of this Historical Preservation Article is to maintain the character of the historic areas of Chelmsford, and to promote the preservation of historically significant structures by providing incentives for private investment in their maintenance, and to encourage investments that will allow such buildings or features to remain in place, or be relocated within Chelmsford, rather than be demolished or otherwise compromised. Issues to be considered on the eligibility of projects include:

- A. The importance of the structure as determined by a Chelmsford Historical Commission finding of Historical Significance;
- B. Prevention of deterioration to buildings and resultant depreciation to the surrounding properties due to the upkeep costs of older structures;
- C. The need to bring properties up to current Building Code for safety and environmental compliance;
- D. The value of preserving the structure, taking into consideration the private investments required to improve safety and environmental systems, preserve and maintain it;
- E. Impacts to the immediate neighborhood of the proposed changes compared with the impact of replacement of the structure;
- F. Impacts to the architectural, cultural and historic nature of the town.

### **195-149 Historic Significance.**

For purposes of a special permit for historic preservation the historic building or structure must be listed on one of the following:

1. The National Register of Historic Places;
2. The State (Commonwealth of Massachusetts) Register of Historic Places;
3. The Chelmsford Historical Commission Building Inventory.

Other Dwellings existing in 1938 may be submitted to the Chelmsford Historical Commission for assessment of Historic Significance, and inclusion on the Chelmsford Historic Commission Building Inventory, prior to submitting an application for Special Permit under this Article.

### **195-150 Conversion of Dwelling Units**

Alteration of a single-family dwelling existing in



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1938 for occupancy by not more than two families is permitted, provided that

- a. the lot contains not less than 15,000 square feet,
- b. the exterior design of the structure, including any additions, is not changed from the character of a single-family dwelling, and
- c. each resulting dwelling unit meets the minimum gross floor area requirements specified in 195-113 Residential Uses.

### 195-151 Conversion or Expansion of Historically Significant Dwelling Units

Alteration or expansion of a single-family or two-family dwelling for occupancy by not more than three families is permitted by Special Permit, provided that

- a. The structure was in existence in 1938,
- b. the structure has been determined to be of Historical Significance by the Chelmsford Historical Commission,
- c. the property is placed under a Preservation Restriction or Restrictive Covenant administered by the Chelmsford Historic Commission,
- d. the exterior design of the structure is restored to and maintained in its original form, or as approved by the Historical Commission,
- e. the exterior design of any addition/expansion is approved for compatibility with the original structures design by the Historical Commission,
- f. the lot contains not less than 50% of the lot area required for the applicable zoning district,
- g. each resulting dwelling unit shall meet the minimum gross floor area requirements specified in 195-113 Residential Uses, and
- h. four parking spaces, plus one parking space for each dwelling unit containing 2 or more bedrooms is maintained in the side or rear yard, or within garages.

### 195-152 Subdivision of Lots Containing Historically Significant Dwelling Units

Subdivision of Lots containing a single-family dwelling to create one additional building lot is permitted by Special Permit, provided that

- a. The qualifying structure meets all requirements of 195-150 (a) through (f),
- b. Each resulting lot (for both existing and new use) contains not less than 50% of the lot area required for the applicable zoning district, with no dimension less than 75 feet being included in the calculation of minimum lot area,
- c. Required setbacks from newly created lot lines may be reduced up to 50% for original portions of the qualifying historically significant structure, and

- d. all other requirements for a building lot are met by each resulting lot, including those defined in 195 Attachment 2 – Table of Dimensional Requirements, excepting that Coverage and Floor Area Ratio requirements are waived for the original structure.

Any lots so divided may not be divided again, and all Dimensional Requirements shall be applied to future additions to the original structure.

Rear Lots created by this section additionally require

- a. Lot width is at no point less than 50 feet, and lot frontage is not less than 50 feet, and
- b. A turnaround at the house site suitable for an SU30 vehicle shall be provided if the driveway exceeds 250 feet,

### 195-153 Relocation of an Historic Structure

Relocation of a Historically Significant Dwelling to a lot complying with the requirements in 195-152 is permitted by Special Permit. The lot from which the Historically Significant Dwelling is removed, does not qualify for division under Article XXV. The relocated dwelling may be subsequently converted based on the requirements of 195-150 or 195-151.

### 195-154 Historic Preservation Restrictions

When Historic Preservation Restrictions or Restrictive Covenants are required by this Article, they may include, but not be limited to:

- a. The external structure shall be maintained in its Historically Significant form, or as deemed architecturally and historically compatible by the Historic Commission.
- b. Construction details described as Historically Significant shall be specifically listed in the Historic Preservation Restrictions and maintained.
- c. Façade proportions and fenestration shall be maintained on the original structure and additions.
- d. Exterior modifications or additions shall be reviewed and approved by the Historic Commission for compatibility with the Historically Significant architecture.
- e. Construction materials used for additions, replacement or repair on the exterior of the structure shall be visually compatible with the original construction materials and details.
- f. The exterior of the structure and the surrounding landscaping shall be maintained in good condition. Wear and damage that presents risks to the structure shall be repaired promptly.
- g. The color of the exterior of the structure is required to be maintained ONLY IF it is deemed to be Historically Significant.



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h. The Historic Preservation Restrictions shall have a duration in perpetuity and a Restrictive Covenant shall have a duration of thirty years.

### 195-155 Special Permits and Authorities

Historical Significance may be determined by the Chelmsford Historic Commission as described in the Chelmsford General Bylaws Sub-Section 16-2 B (2) Determination of Significance, or is listed on a state or federal register of historic places.

Where Special Permits are required in this Article, the review and approval authority is the Planning Board. Inputs are required from the Historic Commission as described in each subsection.

The Chelmsford Historic Commission shall determine the scope of, and shall hold and administer Historical Preservation Restrictions or Restrictive Covenants under this Article. The Restrictions or Covenants shall be executed as a condition of approval of projects under this Article.

### 195-156 Findings Required.

Priority in granting a Special Permit for historic preservation shall, in all cases, be placed upon keeping buildings and structures in place, rather than be demolished or otherwise compromised provided that the existing site can be shown to represent valid historical setting and context.

In addition to the findings of other Articles of the Zoning By-laws, the Planning Board shall consider the following specific items in determining whether to grant a Special Permit for historic preservation:

1. That the Special Permit is necessary to protect, preserve or maintain an historic structure or building. Factors to be considered shall include the historic significance of the structure or building, the physical condition of the structure or building, and the extent and cost of repairs and renovations necessary to preserve the historic structure or building;
2. That the proposed work, including any reconstruction or preservation to the maximum extent feasible, maintain the historical and architectural features of the structure or building;
3. That in the absence of a Special Permit for Historic Preservation, destruction or demolition of an historic structure or building will likely result;
4. The conditions imposed by the reports of the interdepartmental review team;
5. The report of the Chelmsford Historical Commission including recommended conditions relating to the repair, restoration or modifications to the existing

historic structure, and

6. Any other Restrictions needed to address the conditions described in 195-154 Historic Preservation Restrictions.

### 195-157 Conditions To Be Imposed.

If the Planning Board grants the special permit for historic preservation, it shall impose, as minimum conditions, the following:

1. Conditions relating to the repair, restoration or modifications to the existing historic structure, including a schedule of work to be performed, sufficient to ensure the preservation and integrity of the historic structure and to prevent deterioration due to neglect or disuse, intentional or otherwise. Such conditions shall provide that existing historic structures be secured and maintained in a good state of repair until such time as restoration work is commenced.
2. The owner shall record at the Middlesex North District Registry of Deeds a Historic Preservation Restriction in the form prepared by the Chelmsford Historical Commission and approved by the Massachusetts Historic Commission, which shall at a minimum provide for conditions under which alterations, additions or modifications may be made. No Building Permit shall be issued until the Historic Preservation Restriction has been recorded and a copy received by the Planning Board, Building Commissioner and the Office of Community Development.  
; or act in relation thereto.

**SUBMITTED BY:** **Planning Board**  
*Two-Thirds Vote*

**MOTION UNDER ARTICLE 27.** I move that the Town amend the Town Code, Chapter 195: "Zoning Bylaw," to promote private investment in the preservation of Chelmsford's Historically Significant Dwellings, by providing usage bonuses in the way of additional living units and/or additional building lots, in return for the Owner placing the property under Historic Preservation Restrictive Covenants. Section 195-149 directly replaces the current 195-13, and updates living area sizes to current standards. The rest of this article is new. Currently, 108 Historically Significant residential properties qualify for the use of the new clauses. As a reference, 279 pre-1939 properties have been previously converted to 2 or more living





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units, and an additional 625 single family residences currently qualify for conversion to a two-family and would continue to do so with this re-write;

by deleting Section 195-13 "Conversion of dwelling units" in its entirety, and adopting a new zoning bylaw, Article XXVI, "Historical Preservation and Reuse", as follows:

**Article XXV Historical Preservation and Reuse**  
**195-148 Purpose and Intent**

The purpose of this Historical Preservation Article is to maintain the character of the historic areas of Chelmsford, and to promote the preservation of historically significant structures by providing incentives for private investment in their maintenance, and to encourage investments that will allow such buildings or features to remain in place, or be relocated within Chelmsford, rather than be demolished or otherwise compromised. Issues to be considered on the eligibility of projects include:

- A. The importance of the structure as determined by a Chelmsford Historical Commission finding of Historical Significance;
- B. Prevention of deterioration to buildings and resultant depreciation to the surrounding properties due to the upkeep costs of older structures;
- C. The need to bring properties up to current Building Code for safety and environmental compliance;
- D. The value of preserving the structure, taking into consideration the private investments required to improve safety and environmental systems, preserve and maintain it;
- E. Impacts to the immediate neighborhood of the proposed changes compared with the impact of replacement of the structure;
- F. Impacts to the architectural, cultural and historic nature of the town.

**195-149 Historic Significance.**

For purposes of a special permit for historic preservation the historic building or structure must be listed on one of the following:

- 1. The National Register of Historic Places;
- 2. The State (Commonwealth of Massachusetts) Register of Historic Places;
- 3. The Chelmsford Historical Commission Building Inventory.

Other Dwellings existing in 1938 may be submitted to the Chelmsford Historical Commission for assessment of Historic Significance, and inclusion on the

Chelmsford Historic Commission Building Inventory, prior to submitting an application for Special Permit under this Article.

**195-150 Conversion of Dwelling Units**

Alteration of a single-family dwelling existing in 1938 for occupancy by not more than two families is permitted, provided that

- a. the lot contains not less than 15,000 square feet,
- b. the exterior design of the structure, including any additions, is not changed from the character of a single-family dwelling, and
- c. each resulting dwelling unit meets the minimum gross floor area requirements specified in 195-113 Residential Uses.

**195-151 Conversion or Expansion of Historically Significant Dwelling Units**

Alteration or expansion of a single-family or two-family dwelling for occupancy by not more than three families is permitted by Special Permit, provided that

- a. The structure was in existence in 1938,
- b. the structure has been determined to be of Historical Significance by the Chelmsford Historical Commission,
- c. the property is placed under a Preservation Restriction or Restrictive Covenant administered by the Chelmsford Historic Commission,
- d. the exterior design of the structure is restored to and maintained in its original form, or as approved by the Historical Commission,
- e. the exterior design of any addition/expansion is approved for compatibility with the original structures design by the Historical Commission,
- f. the lot contains not less than 50% of the lot area required for the applicable zoning district,
- g. each resulting dwelling unit shall meet the minimum gross floor area requirements specified in 195-113 Residential Uses, and
- h. four parking spaces, plus one parking space for each dwelling unit containing 2 or more bedrooms is maintained in the side or rear yard, or within garages.

**195-152 Subdivision of Lots Containing Historically Significant Dwelling Units**

Subdivision of Lots containing a single-family dwelling to create one additional building lot is permitted by Special Permit, provided that

- a. The qualifying structure meets all requirements of 195-150 (a) through (f),
- b. Each resulting lot (for both existing and new use) contains not less than 50% of the lot area required



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for the applicable zoning district, with no dimension less than 75 feet being included in the calculation of minimum lot area,

c. Required setbacks from newly created lot lines may be reduced up to 50% for original portions of the qualifying historically significant structure, and

d. all other requirements for a building lot are met by each resulting lot, including those defined in 195 Attachment 2 – Table of Dimensional Requirements, excepting that Coverage and Floor Area Ratio requirements are waived for the original structure.

Any lots so divided may not be divided again, and all Dimensional Requirements shall be applied to future additions to the original structure.

Rear Lots created by this section additionally require

a. Lot width is at no point less than 50 feet, and lot frontage is not less than 50 feet, and

b. A turnaround at the house site suitable for an SU30 vehicle shall be provided if the driveway exceeds 250 feet,

### 195-153 Relocation of an Historic Structure

Relocation of a Historically Significant Dwelling to a lot complying with the requirements in 195-152 is permitted by Special Permit. The lot from which the Historically Significant Dwelling is removed, does not qualify for division under Article XXV. The relocated dwelling may be subsequently converted based on the requirements of 195-150 or 195-151.

### 195-154 Historic Preservation Restrictions

When Historic Preservation Restrictions or Restrictive Covenants are required by this Article, they may include, but not be limited to:

a. The external structure shall be maintained in its Historically Significant form, or as deemed architecturally and historically compatible by the Historic Commission.

b. Construction details described as Historically Significant shall be specifically listed in the Historic Preservation Restrictions and maintained.

c. Façade proportions and fenestration shall be maintained on the original structure and additions.

d. Exterior modifications or additions shall be reviewed and approved by the Historic Commission for compatibility with the Historically Significant architecture.

e. Construction materials used for additions, replacement or repair on the exterior of the structure shall be visually compatible with the original construction materials and details.

f. The exterior of the structure and the

surrounding landscaping shall be maintained in good condition. Wear and damage that presents risks to the structure shall be repaired promptly.

g. The color of the exterior of the structure is required to be maintained ONLY IF it is deemed to be Historically Significant.

h. The Historic Preservation Restrictions shall have a duration in perpetuity and a Restrictive Covenant shall have a duration of thirty years.

### 195-155 Special Permits and Authorities

Historical Significance may be determined by the Chelmsford Historic Commission as described in the Chelmsford General Bylaws Sub-Section 16-2 B (2) Determination of Significance, or is listed on a state or federal register of historic places.

Where Special Permits are required in this Article, the review and approval authority is the Planning Board. Inputs are required from the Historic Commission as described in each subsection.

The Chelmsford Historic Commission shall determine the scope of, and shall hold and administer Historical Preservation Restrictions or Restrictive Covenants under this Article. The Restrictions or Covenants shall be executed as a condition of approval of projects under this Article.

### 195-156 Findings Required.

Priority in granting a Special Permit for historic preservation shall, in all cases, be placed upon keeping buildings and structures in place, rather than be demolished or otherwise compromised provided that the existing site can be shown to represent valid historical setting and context.

In addition to the findings of other Articles of the Zoning By-laws, the Planning Board shall consider the following specific items in determining whether to grant a Special Permit for historic preservation:

1. That the Special Permit is necessary to protect, preserve or maintain an historic structure or building. Factors to be considered shall include the historic significance of the structure or building, the physical condition of the structure or building, and the extent and cost of repairs and renovations necessary to preserve the historic structure or building;
2. That the proposed work, including any reconstruction or preservation to the maximum extent feasible, maintain the historical and architectural features of the structure or building;
3. That in the absence of a Special Permit for Historic Preservation, destruction or demolition of an historic structure or building will likely result;



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4. The conditions imposed by the reports of the interdepartmental review team;
5. The report of the Chelmsford Historical Commission including recommended conditions relating to the repair, restoration or modifications to the existing historic structure, and
6. Any other Restrictions needed to address the conditions described in 195-154 Historic Preservation Restrictions.

**195-157 Conditions To Be Imposed.**

If the Planning Board grants the special permit for historic preservation, it shall impose, as minimum conditions, the following:

1. Conditions relating to the repair, restoration or modifications to the existing historic structure, including a schedule of work to be performed, sufficient to ensure the preservation and integrity of the historic structure and to prevent deterioration due to neglect or disuse, intentional or otherwise. Such conditions shall provide that existing historic structures be secured and maintained in a good state of repair until such time as restoration work is commenced.
2. The owner shall record at the Middlesex North District Registry of Deeds a Historic Preservation Restriction in the form prepared by the Chelmsford Historical Commission and approved by the Massachusetts Historic Commission, which shall at a minimum provide for conditions under which alterations, additions or modifications may be made. No Building Permit shall be issued until the Historic Preservation Restriction has been recorded and a copy received by the Planning Board, Building Commissioner and the Office of Community Development.

**And amend 191 Attachment 1, Use Regulation Schedule, Town of Chelmsford as follows:**

Add new line 2A. Three Family Historic Residence as shown below.

Modify Line 4. Conversion of dwelling, reference From: "195-13". To: "195-150" and

Symbols employed below shall mean the following:

- Y A permitted use
- N An excluded or prohibited use
- BA A use authorized under special permit from the Board of Appeals as provided under § 195-103
- PB A use authorized under special permit from the Planning Board as provided under § 195-103

Principal Use	District														
	RA	RB	RC	RM	CA	CB	CC	CD	CV	IA	IS	RMH	CX	P	OS
<b>A. Residential</b>															
1. Single-family dwelling	Y	Y	Y	Y	N	N	N	N	N	N	N	N	N	N	N
2. Two-family dwelling	N	N	Y	Y	N	N	N	N	N	N	N	N	N	N	N

Principle Use	RA	RB	RC	RM	CA	CB	CC	CD	CV	IA	IS	RMH	CX	P	OS
2a. <u>Three Family Historically Significant Residence (SS195-151)</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>
4. (SS 195-13) <u>Conversion or Expansion of Historically Significant Dwelling Units (195-150)</u>	N Y	B Y	Y Y	B Y	N Y	N Y	N Y	N Y	N Y	N Y	N Y	N Y	N Y	N Y	N Y



## Fall 2019 Annual Town Meeting October 28, 2019 - Third Session

**SUBMITTED BY:**            **Planning Board**  
   *Two-Thirds Vote*

Recommendations:  
Board of Selectmen: Majority recommends against approval by a vote of 4-1  
Finance Committee: Majority recommends approval by a vote of 6-1  
Planning Board: Majority recommends approval by a vote of 4-3  
The electronic voting devices recorded the following votes:

YES: 38            NO: 91            ABSTENTIONS: 0

MOTION UNDER ARTICLE 27: Fails to carry

Evan Belansky, Community Development Director presented Article 28.

**ARTICLE 28.** To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw," by deleting Article VII, "Signs and outdoor lighting", sub-section 195-37 "Sign Advisory Committee" in its entirety; or act in relation thereto.

**SUBMITTED BY:**            **Planning Board**  
   *Two-Thirds Vote*

**MOTION UNDER ARTICLE 28.** I move that the Town amend the Town Code, Chapter 195: "Zoning Bylaw," by deleting Article VII, "Signs and outdoor lighting", sub-section 195-37 "Sign Advisory Committee" in its entirety.

**SUBMITTED BY:**            **Planning Board**  
   *Two-Thirds Vote*

Recommendations:  
Board of Selectmen: Unanimously recommends approval  
Finance Committee: Unanimously recommends approval  
Planning Board: Unanimously recommends approval  
The electronic voting devices recorded the following votes:

YES: 98            NO: 23            ABSTENTIONS: 2

MOTION UNDER ARTICLE 28: Carries by two-thirds vote

**ARTICLE 29.** To see if the Town will vote to amend the

Town Code, Chapter 195: "Zoning Bylaw," by deleting Section 195-15 "Rear lots" in its entirety and replacing it with the following language:

§ 195-15 **Rear lots.**  
Rear lots shall be allowed in RA, RB and RC Districts by special permit issued by the Planning Board. Individual lots need not have the required amount of street frontage, provided that all of the following conditions can be met for each individual lot lacking such frontage:  
A. Lot width is at no point less than 50 feet, and lot frontage is not less than 50 feet. No section of the lot with a width of less than 100 feet shall be used to compute the minimum lot area required by the dimensional tables for the applicable District.  
B. There shall be a turnaround at the house site suitable for an SU30 vehicle. There shall be a pullout on the access driveway every 250 feet.

; or act in relation thereto.

**SUBMITTED BY:**            **Planning Board**  
   *Two-Thirds Vote*

**MOTION UNDER ARTICLE 29.** I move that the Town take no action under this article.

**SUBMITTED BY:**            **Planning Board**  
   *Two-Thirds Vote*

The Moderator entertained a motion to adjourn at 9:20 PM, so moved and seconded by several members of the body. Motion to adjourn carries by majority vote as declared by the Moderator by a show of hands.

Respectfully Submitted,

Patricia E. Dzuris, CMC  
Town Clerk



# Spring 2020 Town Meeting Warrant Article Summary

ART #	DESCRIPTION	TOWN MTG. VOTE
2	Amend Fiscal Year 2020 Operating Budget	Carries by unanimous consent
3	Funding for Collective Bargaining Agreements	Carries by majority vote
4	Nashoba Valley Technical School FY2021 Assessment	Carries by majority vote
5	FY2021 Chelmsford Public Schools Operating Budget	Carries by unanimous consent
6	FY2021 General Government Operating Budget	Carries by majority vote
7	Air Quality Studies – Citizen's Petition	Carries by majority vote
8	Finance Committee Reserve Fund	Carries by majority vote under consent agenda
9	FY2021 Capital Budget	Carries by majority vote
10	South Row School Partial Replacement Supplemental Appropriation	Carries by unanimous consent
11	Town Charter Amendment – Increase the Board of Health to 5 Members	Fails to carry
12	FY2021 Sewer Enterprise Fund Operating Budget	Carries by majority vote under consent agenda
13	Miland Avenue Sewer Pump Station Reconstruction	Carries by majority vote
14	FY2021 Stormwater Management Enterprise Fund Operating Budget	Carries by majority vote
15	FY2021 Forum Ice Rink Enterprise Fund Operating Budget	Carries by majority vote under consent agenda
16	Chelmsford Forum Ice Chiller Refrigeration System Replacement	No action under consent agenda
17	FY2021 PEG Access and Cable Related Enterprise Fund Operating Budget	Carries by majority vote under consent agenda
18	Chelmsford Telemedia Computer Servers	Carries by unanimous consent
19	FY2021 Golf Course Enterprise Fund Operating Budget	Carries by majority vote under consent agenda
20	Annual Authorization of Departmental Revolving Funds	Carries by majority vote under consent agenda
21	Cemetery Improvement and Development Fund	Carries by majority vote under consent agenda
22	Community Action Program Fund	Carries by majority vote under consent agenda
23	Cranberry Bog Dam Tree Removal and Maintenance	Carries by unanimous consent
24	Community Preservation Fund-FY21 Debt Service, Admin. Expenses, & Reserves	Carries by unanimous consent
25	Community Preservation Fund-reservation of Historic Vital Records	Carries by majority vote
26	Ledge Road & Oak Hill Road Easements for Roadway Purposes	Carries by unanimous consent
27	Boston Road & Concord Road Easements for Roadway Purposes	Carries by unanimous consent
STM 1	Southwell Pumping Station Main Break	Carries by unanimous consent



# Town Administration

## 2020 Spring Annual Town Meeting

April 27, 2020 - Reconvened June 22, 2020



**TOWN OF CHELMSFORD  
SPRING ANNUAL TOWN MEETING  
Clerk's Record  
April 27, 2020  
First Session**

The first session of the 2020 Spring Annual Town Meeting was opened at the Chelmsford Senior Center 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Monday, April 27, 2020. Due to the COVID-19 Pandemic the Moderator declared that it was not safe to conduct Town Meeting at this time due to the Governor's stay-in place and social distancing directive that was issued on March 10, 2020. Notice was sent to all Town Meeting Representatives on April 21, 2020. There were 2 Town Meeting Representatives present which did not represent the quorum requirement of 82 Representatives. The Moderator adjourned the first session of Town Meeting and in consultation with the Board of Selectmen, will reconvene on Monday, June 22, 2020. This session of Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://www.youtube.com/watch?v=yUsbh1hBm-Q&feature=youtu.be>

**RECONVENED SPRING ANNUAL TOWN MEETING  
Clerk's Record  
June 22, 2020**

The 2020 Spring Annual Town Meeting held at the Chelmsford High School, 200 Richardson Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Monday, June 22, 2020. There were 118 Town Meeting Representatives present which satisfied the quorum requirement of 82 Representatives. All stood for the Pledge of Allegiance. Town Clerk, Patricia E. Dzuris swore in the newly elected Town Meeting Members. Mr. Moderator asked for a moment of silence in remembrance of the passing of former Town Meeting member George Mer-

rill. Mr. Moderator determined the Warrant was duly and properly posted and reviewed the procedures for Town Meeting. Chairman of the Board of Selectmen, Ken Lefebvre, read a Proclamation declaring June 22, 2020 as Election Worker Appreciation Day. The Moderator announced that he will be seeking approval for a Content Agenda which would include warrant articles 8, 12, 15, 16, 17, 19, 20, 21 & 22. The Town Manager's presentation can be found at the following link: <https://www.townofchelmsford.us/DocumentCenter/View/11320/2020-Spring-Annual-Town-Meeting-Presentation>. Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://youtu.be/ZOjDwCe0Qg>

**ARTICLE 1.** To see if the Town will vote to hear reports of the Town Officers and Committees; or act in relation thereto.

SUBMITTED BY: **Board of Selectmen**

MOTION UNDER ARTICLE 1. I move that the Town hear reports of the Town Officers and Committees.

SUBMITTED BY: **Board of Selectmen**

Town Manager Paul Cohen began by thanking all first responders; Health Officials, Police, Fire, Ambulance, Teachers, and all who stepped up during these unprecedented times during the COVID-19 pandemic. Despite the shutdown, the Town will finish FY 2020 in the black. The projected economic impacts resulting from the COVID-19 pandemic have resulted in a scaled-back financial plan for Fiscal Year 2021. The proposed operating budget increases by only .55% (\$758K) from the current fiscal year. The proposed operating budget incorporates a 20% reduction in State Aid; a 14% reduction in Local Receipts such as meals taxes, room occupancy taxes, motor vehicle excise taxes, permits, fees, etc.; and a \$2M withdrawal from the Town's Stabilization Fund. The proposed capital budget has been reduced by \$2.33M to a funding level of \$1.47M. Further adjustments may be made at the Fall Annual Town Meeting and/or at another time when additional information is available. The pandemic has not ended. It is expected that the financial impacts from the pandemic will affect the Town, State, Country, and the Global economy for years.



# 2020 Spring Annual Town Meeting

## June 22, 2020 - First Session

**CONSENT AGENDA:**

MOTION FOR ARTICLES 8, 12, 15, 16, 17, 19, 20, 21 & 22 UNDER THE CONSENT AGENDA:

I move that the Town consider at this time, under a consent agenda, the following warrant articles:

- Article 8: Finance Committee Reserve Fund;
- Article 12: FY21 Sewer Enterprise Operating Budget;
- Article 15: FY21 Forum Ice Rink Enterprise Fund Operating Budget;
- Article 16: Forum Ice Chiller Refrigeration System
- Article 17: FY21 PEG Access and Cable Related Enterprise Fund Operating Budget;
- Article 19: FY21 Golf Course Enterprise Fund Operating Budget;
- Article 20: FY20 Authorization of Departmental Revolving Funds;
- Article 21: Cemetery Improvement and Development Fund;
- Article 22: Community Action Program Fund;

**SUBMITTED BY: Town Manager**

**ARTICLE 8.** To see if the Town will vote to raise and appropriate, or transfer from available funds such sums of money to be used as a Reserve Fund at the discretion of the Finance Committee for Fiscal Year 2021, as provided in General Laws Chapter 40, Section 6; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 8.** I move that the Town raise and appropriate \$400,000 to be used as a Reserve Fund at the discretion of the Finance Committee for Fiscal Year 2021, as provided in General Laws Chapter 40, Section 6.

**SUBMITTED BY: Town Manager**

**ARTICLE 12.** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2021 budget to operate the Sewer Enterprise; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 12.** I move that the Town appropriate the following sums to operate the Sewer Enterprise for Fiscal Year 2021:

Personnel Services:	\$1,143,775
Expenses:	<u>\$2,796,335</u>
Total	\$3,940,110

And that \$3,940,110 be raised from Sewer Enterprise revenues.

**SUBMITTED BY: Town Manager**

**ARTICLE 15.** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2021 budget to operate the Forum Ice Rink Enterprise; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 15.** I move that the Town appropriate \$110,000 in expenses to operate the Chelmsford Forum Ice Rink Enterprise Fund for Fiscal Year 2021 and that \$110,000 be raised from Chelmsford Forum Ice Rink Enterprise Fund revenues.

**SUBMITTED BY: Town Manager**

**ARTICLE 16.** To see if the Town will vote to transfer from Forum Ice Rink Enterprise Fund Free Cash and/or borrow a certain sum of money for the replacement of the ice chiller refrigeration system at the Forum Ice Rink; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 16.** I move that the Town take no action on this article.

**SUBMITTED BY: Town Manager**

**ARTICLE 17.** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2021 budget to operate the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise; or act in relation thereto.

**SUBMITTED BY: Town Manager**



## 2020 Spring Annual Town Meeting *June 22, 2020 - First Session*

**MOTION UNDER ARTICLE 17.** I move that the Town appropriate the following sums to operate the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise for Fiscal Year 2021:

Personnel Services:	\$402,885
Expenses:	<u>\$199,575</u>
Total	\$602,460

and that \$602,460 be raised from cable television licensing revenues.

SUBMITTED BY: **Town Manager**

**ARTICLE 19.** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2021 budget to operate the Golf Course Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 19.** I move that the Town appropriate \$30,000 in expenses to operate the Golf Course Enterprise for Fiscal Year 2021 and that \$30,000 be raised from the Golf Course Enterprise revenues.

SUBMITTED BY: **Town Manager**

**ARTICLE 20.** To see if the Town will vote to authorize the following total amount of expenditures for Departmental Revolving Funds for the Fiscal Year 2021 which have been established under the provisions of Chapter 35, Section 6 of the Code of the Town of Chelmsford:

- Dog Pound & Licensing:  
\$10,000;
- Senior Citizen Trip Program:  
\$75,000;
- Senior Citizen Respite Care Program:  
\$75,000;
- Police Cruiser Communications Equipment:  
\$20,000;
- Fire Life Safety Equipment:  
\$20,000;

- Sealer of Weights & Measures Inspections:  
\$40,000;
- Cemetery Wreath/Floral Decorations:  
\$10,000;

or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 20.** I move that the Town authorize the following total amount of expenditures for Departmental Revolving Funds for the Fiscal Year 2021 which have been established under the provisions of Chapter 35, Section 6 of the Code of the Town of Chelmsford:

- Dog Pound & Licensing:  
\$10,000;
- Senior Citizen Trip Program:  
\$75,000;
- Senior Citizen Respite Care Program:  
\$75,000;
- Police Cruiser Communications Equipment:  
\$20,000;
- Fire Life Safety Equipment:  
\$20,000;
- Sealer of Weights & Measures Inspections:  
\$40,000;
- Cemetery Wreath/Floral Decorations:  
\$10,000;

SUBMITTED BY: **Town Manager**

**ARTICLE 21.** To see if the Town will vote to transfer a certain sum of money from the Sale of Graves and Lots to the Cemetery Improvement and Development Fund; or act in relation thereto.

SUBMITTED BY: **Cemetery Commission**

**MOTION UNDER ARTICLE 21.** I move that the Town transfer \$60,000 from the Sale of Graves and Lots to the Cemetery Improvement and Development Fund.

SUBMITTED BY: **Cemetery Commission**





# 2020 Spring Annual Town Meeting

## June 22, 2020 - First Session

**ARTICLE 22.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the Community Action program established under Article 12 of the Warrant for the April 29, 1996 Spring Annual Town Meeting to provide matching funds to community improvement projects undertaken by individuals and/or organizations within the Town of Chelmsford; or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 22.** I move that the Town raise and appropriate \$10,000 to fund the Community Action program established under Article 12 of the Warrant for the April 29, 1996 Spring Annual Town Meeting to provide matching funds to community improvement projects undertaken by individuals and/or organizations within the Town of Chelmsford.

SUBMITTED BY: **Town Manager**

**Recommendations:**

Finance Committee: Unanimously recommends approval of Articles 8, 12, 15, 16, 17, 19, 20, 21, 22 & no action on article 16

Board of Selectmen: Unanimously recommends approval of Articles 8, 12, 15, 16, 17, 19, 20, 21, 22 & no action on article 16

The electronic voting devices registered the following votes:

**YES: 115      NO: 1      Abstentions: 0**

MOTION UNDER THE CONSENT AGENDA: Carries by majority vote

**ARTICLE 2.** To see if the Town will vote to amend the Fiscal Year 2020 operating budget adopted under Articles 5, 6, and 7 of the Warrant for the Spring Annual Town Meeting held on April 29, 2019; or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 2.** I move that the Town amend the Fiscal Year 2020 operating budget adopted under Articles 5, 6, and 7 of the Warrant for the Spring Annual Town Meeting held on April 29, 2019, by transferring \$550,000 from Line Item #7 Snow and Ice

Removal and \$125,450 from the Finance Committee Reserve Fund to the following budget line items:

Line Item #2	Municipal Administration Expenses	\$20,000
Line Item #4	Public Safety Expenses	\$180,000
Line Item #5	Public Works Personnel Services	\$4,400
Line Item #6	Public Works Expenses	\$60,000
Line Item #8	Municipal Facilities Personnel Services	\$13,650
Line Item #9	Municipal Facilities Expenses	\$140,400
Line Item #16	Benefits & Insurance	\$257,000

SUBMITTED BY: **Town Manager**

**Recommendations:**

Finance Committee: Unanimously recommends approval of Article 2

Board of Selectmen: Unanimously recommends approval of Article 2

The electronic voting devices registered the following votes:

**YES: 114      NO: 0      Abstentions: 1**

MOTION UNDER ARTICLE 2: Carries by unanimous consent

**ARTICLE 3.** To see if the Town will vote to raise and appropriate, and/or transfer from available funds a certain sum of money to be used to fund employee contract agreements between the Town and its collective bargaining units; or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 3.** I move that the Town transfer \$224,742 from the General Stabilization Fund to fund the initial fiscal year of three-year collective bargaining agreements with the respective Town employee bargaining units:

Firefighters, Local 1839:	\$ 201,192
AFSCME Local 1703 Clerical:	\$23,550

SUBMITTED BY: **Town Manager**



# Town Administration

## 2020 Spring Annual Town Meeting June 22, 2020 - First Session

### Recommendations:

Finance Committee: Unanimously recommends approval of Article 3  
Board of Selectmen: Unanimously recommends approval of Article 3

The electronic voting devices registered the following votes:

**YES: 114      NO: 1      Abstentions: 1**

MOTION UNDER ARTICLE 3: Carries by majority vote

**ARTICLE 4.** To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money to fund the Town's Fiscal Year 2021 assessment to the Nashoba Valley Technical School District; or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 4.** I move that the Town raise and appropriate \$3,445,195 to fund the Town's Fiscal Year 2021 assessment to the Nashoba Valley Technical School District.

SUBMITTED BY: **Town Manager**

### Recommendations:

Finance Committee: Unanimously recommends approval of Article 4  
Board of Selectmen: Unanimously recommends approval of Article 4

The electronic voting devices registered the following votes:

**YES: 116      NO: 1      Abstentions: 0**

MOTION UNDER ARTICLE 4: Carries by majority vote

**ARTICLE 5.** To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money as may be required to defray charges for the operations of the Chelmsford Public Schools for the fiscal period July 1, 2020 through June 30, 2021; or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 5.** I move that the Town

raise and appropriate \$61,667,000 to defray charges for the operations of the Chelmsford Public Schools for the fiscal period July 1, 2020 through June 30, 2021.

SUBMITTED BY: **Town Manager**

### Recommendations:

Finance Committee: Unanimously recommends approval of Article 5  
Board of Selectmen: Unanimously recommends approval of Article 5  
School Committee: Unanimously recommends approval of Article 5

The electronic voting devices registered the following votes:

**YES: 118      NO: 0      Abstentions: 0**

MOTION UNDER ARTICLE 5: Carries by unanimous consent

**ARTICLE 6.** To see if the Town will vote to raise and appropriate, or transfer from available funds such sums of money as may be required to defray charges of the Town's General Government operations for the fiscal period July 1, 2020 through June 30, 2021; or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 6.** I move that the Town raise and appropriate \$63,814,233; transfer \$2,000,000 from the General Stabilization Fund; transfer \$6,000 from the Wetlands Protection Act Revolving Fund; transfer \$2,336,813 from the Sewer Capital Improvement Fund; transfer \$657,677 from Sewer User Revenue; transfer \$229,380 from Stormwater Management User Revenue; transfer \$73,049 from Cable Television License Revenue; transfer \$46,476 from Excluded Debt Bond Premium Reserve; and transfer \$169,612 from the Childcare Revolving Fund to defray charges of the Town's General Government operations for the fiscal period July 1, 2020 through June 30, 2021 according to the following line items:

<u>Municipal Administration</u>	
Personnel Services:	\$2,447,869
Expenses:	\$1,163,343

<u>Out of District Education</u>	
Expenses	\$54,000



# 2020 Spring Annual Town Meeting

## June 22, 2020 - First Session

<u>Public Safety</u>	
Personnel Services:	\$12,986,513
Expenses:	\$1,203,440
<u>Public Works</u>	
Personnel Services:	\$2,146,125
Expenses:	\$4,003,864
Snow and Ice Removal	\$1,000,000
<u>Municipal Facilities</u>	
Personnel Services:	\$946,962
Expenses:	\$990,620
<u>Cemetery Commission</u>	
Personnel Services:	\$305,965
Expenses:	\$62,900
<u>Community Services</u>	
Personnel Services:	\$925,985
Expenses:	\$375,380
<u>Library</u>	
Personnel Services:	\$1,676,525
Expenses:	\$477,211
<u>Benefits and Insurance</u>	
Expenses:	\$25,517,189
<u>Debt &amp; Interest</u>	
Non-Excluded:	\$7,061,627
Betterment - Funded:	\$2,336,813
Excluded:	\$3,650,909

SUBMITTED BY: **Town Manager**

**Recommendations:**

Finance Committee: Unanimously recommends approval of Article 6  
 Board of Selectmen: Unanimously recommends approval of Article 6

The electronic voting devices registered the following votes:

**YES: 115      NO: 1      Abstentions: 0**

MOTION UNDER ARTICLE 6: Carries by majority vote

**ARTICLE 7.** To see if the Town will vote to raise and appropriate \$50,000 (fifty thousand dollars) to fund air quality studies of Chelmsford neighborhoods within a one mile radius of the asphalt plants at Oak Street in Chelmsford, and Commerce Way in Westford.

One study at each location to be conducted when the plants are operating during their peak production season, and one study each for when the plants are shut down.

Full and interim reports to be published on the Chelmsford Town Website without delay.

SUBMITTED BY: **Citizen Petition – Gerard T. Hall**

**MOTION UNDER ARTICLE 7.** I move that the Town raise and appropriate \$50,000 (fifty thousand dollars) to fund air quality studies of Chelmsford neighborhoods within a one-mile radius of the asphalt plants at Oak Street in Chelmsford, and Commerce Way in Westford.

One study at each location to be conducted when the plants are operating during their peak production season, and one study each for when the plants are shut down.

Full and interim reports to be published on the Chelmsford Town Website without delay.

SUBMITTED BY: **Citizen Petition – Gerard T. Hall**

**Recommendations:**

Finance Committee: Unanimously recommends against Article 7  
 Board of Selectmen: Unanimously recommends against Article 7 vote 4-0, 1 abstention

The electronic voting devices registered the following votes:

**YES: 90      NO: 25      Abstentions: 3**

MOTION UNDER ARTICLE 7: Carries by majority vote

ARTICLE 8: Carries by majority vote under the consent agenda

**ARTICLE 9.** To see if the Town will vote to: a.) appropriate a certain sum of money for the following capital projects:

; and b.) raise and appropriate, transfer and appropriate from available funds, transfer and appropriate from the General Stabilization Fund, and/or borrow a certain sum of money (or any combination thereof) to fund said projects, and to further authorize the Town Manager to enter into lease and/or purchase agreements,



# Town Administration

## 2020 Spring Annual Town Meeting June 22, 2020 - First Session

FY 2021 PROPOSED CAPITAL BUDGET			
Function	Department /Location	Project	Expenditure
Administration/ Community Services	<u>Information Technology</u>	Security Cameras	\$105,000
	<u>Town Clerk</u>	Vault & Records Storage	\$20,500
	Municipal Administration Subtotal		\$125,500
	<u>Senior Center</u>	Kitchen Renovation	\$244,758
	<u>Adams Library</u>	Computer Replacement	\$28,380
		Carpet Replacement	\$25,000
	Community Services Subtotal		\$298,138
	Public Safety	<u>Police</u>	Radio Repeater Upgrade
<u>Fire</u>		Service 2 Plow Truck Replacement	\$70,534
		Mobile Radio System Upgrade	\$267,638
Public Safety Subtotal		\$514,812	
Public Works	<u>Highway</u>	Sidewalk Construction	\$325,000
		Roadway Improvements	\$500,000
		GIS Flyover Update	\$50,000
	Public Works Subtotal		\$875,000
Public Facilities	<u>Municipal Facilities</u>	Replace Vehicles with Hybrids (2)	\$100,000
	Municipal Facilities Subtotal		\$100,000
	<u>Byam Harrington, So. Row</u>	Kitchen Upgrades	\$188,392
	<u>Parker Middle School</u>	Kitchen Upgrades	\$641,355
		Kitchen Code Compliance	\$122,928
	<u>McCarthy Middle School</u>	Auditorium Renovation	\$669,332
	School Facilities Subtotal		\$1,622,007
Public Education	<u>School Technology</u>	Security & Surveillance Upgrades	\$270,837
	School Technology Subtotal		\$270,837
<b>CAPITAL PROJECTS TOTAL</b>			<b>\$3,806,294</b>



# 2020 Spring Annual Town Meeting

## June 22, 2020 - First Session

on such terms and conditions as the Town Manager deems appropriate in the best interests of the Town, in excess of three years; or act in relation thereto.

SUBMITTED BY: **Town Manager**  
**Capital Planning Committee**  
*Two-Thirds Vote*

**MOTION UNDER ARTICLE 9.** I move that the Town (a.) appropriate \$1,475,073 for the following capital projects:

IT – Security Cameras:	\$105,000
Town Clerk – Vault Storage Upgrade:	\$20,500
Senior Center – Kitchen Renovation:	\$244,758
Library Computer Replacement:	\$28,380
Public Safety Radio Repeater Upgrade:	\$176,640
Fire Dept. Mobile Radio System Upgrade:	\$267,638
GIS Mapping Flyover Update:	\$50,000
School Kitchen Upgrades:	\$188,392
Parker School Kitchen Code Compliance:	\$122,928
School IT – Security Upgrades:	\$270,837;

and (b.) that, to meet this appropriation, the Town transfer \$2,844 from unexpended bond proceeds under Article 8 of the Annual Town Meeting of April 24, 2017 which is no longer needed to complete the projects for which it was originally borrowed; and authorize the Treasurer, with the approval of the Board of Selectmen, to borrow \$1,472,229 under Chapter 44 of the General Laws or any other enabling authority; that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the cost of issuance of such bonds or notes, be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; authorize the Board of Selectmen to contract for and expend any federal or state aid available for the projects; and authorize the Town Manager to take any other action necessary or convenient to carry out these projects.

SUBMITTED BY: **Town Manager**  
**Capital Planning Committee**  
*Two-Thirds Vote*

**Recommendations:**

Finance Committee: Majority recommends approval of Article 9

Board of Selectmen: Unanimously recommends approval of Article 9

The electronic voting devices registered the following votes:

**YES: 116      NO: 2      Abstentions: 0**

MOTION UNDER ARTICLE 9: Carries by majority vote

**ARTICLE 10.** To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of Town Manager for the partial roof replacement at the South Row Elementary School, located at 250 Boston Road, Chelmsford, which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program and for which the Town has applied for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the Town to collaborate with the MSBA on this proposed repair project, any project costs the Town incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the Town; or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 10.** I move that the Town appropriate the amount of One Hundred Sixteen Thousand Six Hundred Forty-Six (\$116,646) Dollars for the purpose of paying costs of the partial roof replacement at the South Row Elementary School, located at 250 Boston Road, Chelmsford, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Town Manager. To meet this appropriation, the Town shall transfer \$116,646 from the



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General Stabilization Fund. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty point one-six percent (50.16%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

SUBMITTED BY: **Town Manager**

**Recommendations:**

Finance Committee: Unanimously recommends approval of Article 10  
Board of Selectmen: Unanimously recommends approval of Article 10

The electronic voting devices registered the following votes:

**YES: 117      NO: 0      Abstentions: 0**

MOTION UNDER ARTICLE 10: Carries by unanimous consent

**ARTICLE 11.** To see if the Town will vote, pursuant to the provisions of Massachusetts General Laws Chapter 43B, Section 10 and Section 7-49 of the Town Charter, to amend the Town Charter, Part III Elected Town Officers, Section 3-25 Board of Health, by increasing the composition of the Board of Health from three to five members; or act in relation thereto.

SUBMITTED BY: **Board of Selectmen**

**MOTION UNDER ARTICLE 11.** I move that the Town vote, pursuant to the provisions of Massachusetts General Laws Chapter 43B, Section 10 and Section 7-1 of the Town Charter, to amend the Town Charter, Part III Elected Town Officers, Section 3-25 Board of Health, by increasing the composition of the Board of Health from three to five members.

SUBMITTED BY: **Board of Selectmen**  
*Two-Thirds Vote*

**Recommendations:**

Finance Committee: Unanimously recommends against Article 11  
Board of Selectmen: Unanimously recommends approval of Article 11

The electronic voting devices registered the following votes:

**YES: 47      NO: 66      Abstentions: 1**

MOTION UNDER ARTICLE 11: Fails to carry

ARTICLE 12: Carries by majority vote under the consent agenda

**ARTICLE 13.** To see if the Town will vote to transfer from the Sewer Enterprise Fund Free Cash a sum of money for the reconstruction of the Miland Avenue Sewer Pump Station; or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 13.** I move that the Town transfer \$350,000 from the Sewer Enterprise Fund Free Cash for the reconstruction of the Miland Avenue Sewer Pump Station.

SUBMITTED BY: **Town Manager**

**Recommendations:**

Finance Committee: Unanimously recommends approval of Article 13  
Board of Selectmen: Unanimously recommends approval of Article 13

The electronic voting devices registered the following votes:

**YES: 110      NO: 2      Abstentions: 0**

MOTION UNDER ARTICLE 13: Carries by majority vote

**ARTICLE 14.** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2021 budget to operate the Stormwater Management Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**



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**MOTION UNDER ARTICLE 14.** I move that the Town appropriate the following sums to operate the Stormwater Management Enterprise for Fiscal Year 2021:

Personnel Services:	\$586,446
Expenses:	<u>\$517,800</u>
Total:	\$1,104,246

and that \$1,104,246 be raised from Stormwater Management Enterprise revenues;

and that the Town appropriate \$200,000 the Stormwater Management Enterprise Fund Free Cash for the purchase of a catch basin cleaner vehicle.

SUBMITTED BY: **Town Manager**

**Recommendations:**

Finance Committee: Unanimously recommends approval of Article 14  
 Board of Selectmen: Unanimously recommends approval of Article 14

The electronic voting devices registered the following votes:

**YES: 99      NO: 15      Abstentions: 0**

MOTION UNDER ARTICLE 14: Carries by majority vote

ARTICLE 15: Carries by majority vote under the consent agenda

ARTICLE 16: NO ACTION under consent agenda

ARTICLE 17: Carries by majority vote under the consent agenda

**ARTICLE 18.** To see if the Town will vote to transfer from the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise Fund Free Cash a sum of money to expand, upgrade, and/or replace computer servers that are used for the permanent storage of governmental archive materials and for CHSTv video production; or act in relation thereto.

SUBMITTED BY: **Town Manager**

**MOTION UNDER ARTICLE 18.** I move that the Town transfer \$20,000 from the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise Fund Free Cash to expand, upgrade, and/or replace computer servers that are used for the permanent storage of governmental archive materials and for CHSTv video production.

SUBMITTED BY: **Town Manager**

**Recommendations:**

Finance Committee: Unanimously recommends approval of Article 18  
 Board of Selectmen: Unanimously recommends approval of Article 18

The electronic voting devices registered the following votes:

**YES: 114      NO: 0      Abstentions: 0**

ARTICLE 18: Carries by unanimous consent

ARTICLE 19: Carries by majority vote under the consent agenda

ARTICLE 20: Carries by majority vote under the consent agenda

ARTICLE 21: Carries by majority vote under the consent agenda

ARTICLE 22: Carries by majority vote under the consent agenda

**ARTICLE 23.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the removal of large growth trees and brush along with other maintenance of the cranberry bog dam located off of Elm Street; or act in relation thereto.

SUBMITTED BY: **Town Manager**



## 2020 Spring Annual Town Meeting June 22, 2020 - First Session

**MOTION UNDER ARTICLE 23.** I move that the Town raise and appropriate \$25,000 to fund the removal of large growth trees and brush along with other maintenance of the cranberry bog dam located off of Elm Street.

SUBMITTED BY: **Town Manager**

**Recommendations:**

Finance Committee: Unanimously recommends approval of Article 23

Board of Selectmen: Unanimously recommends approval of Article 23

The electronic voting devices registered the following votes:

**YES: 113      NO: 0      Abstentions: 0**

MOTION UNDER ARTICLE 23: Carries by unanimous consent

**ARTICLE 24.** To see if the Town will vote to:

A. hear and act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation budget;

B. appropriate a certain sum of money from Fiscal Year 2021 Community Preservation Fund revenues and/or from Community Preservation Fund reserves for the payment of Fiscal Year 2021 debt service;

C. appropriate from Fiscal Year 2021 Community Preservation Fund revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2021; and

D. reserve for future appropriation amounts from Fiscal Year 2021 Community Preservation Fund revenues as recommended by the Community Preservation Committee:

- (1) a sum of money for the acquisition, creation and preservation of open space,
- (2) a sum of money for the acquisition and preservation of historic resources,
- (3) a sum of money for the creation, preservation and support of community housing; and

(4) a sum of money for the Community Preservation Fund Fiscal Year 2021 Budgeted Reserve

; or act in relation thereto.

SUBMITTED BY: **Community Preservation Committee**

**MOTION UNDER ARTICLE 24.** I move that the Town:

A. hear and act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation budget;

B. appropriate \$140,000 from Fiscal Year 2021 Community Preservation Fund Open Space Reserve, \$140,000 from the Community Preservation Fund Historic Preservation Reserve, \$140,000 from the Community Preservation Fund Community Housing Reserve, and \$242,060 from the Community Preservation Fund General Reserve for the payment of Fiscal Year 2021 debt service;

C. appropriate from Fiscal Year 2021 Community Preservation Fund revenues \$50,000 to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2021; and

D. reserve for future appropriation amounts from Fiscal Year 2021 Community Preservation Fund revenues as recommended by the Community Preservation Committee:

- (1) \$140,000 for the acquisition, creation and preservation of open space,
- (2) \$140,000 for the acquisition and preservation of historic resources,
- (3) \$140,000 for the creation, preservation and support of community housing; and
- (4) \$200,000 for the Community Preservation Fund Fiscal Year 2021 Budgeted Reserve

All other monies in the Community Preservation Fund shall remain undesignated until further recommendations by the Community Preservation Committee and action thereon by the Town Meeting.

SUBMITTED BY: **Community Preservation Committee**





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**Recommendations:**

Finance Committee: Unanimously recommends approval of Article 24  
 Board of Selectmen: Unanimously recommends approval of Article 24

The electronic voting devices registered the following votes:

**YES: 108      NO: 0      Abstentions: 0**

MOTION UNDER ARTICLE 24: Carries by unanimous consent

**ARTICLE 25.** To see if the Town will vote to (a.) appropriate and transfer a certain sum of money from the Community Preservation Fund Historic Resources Reserve and/or from the Community Preservation Fund General Reserve for the preservation of the Town's vital historic records; or act in relation thereto.

SUBMITTED BY: **Community Preservation Committee**

**MOTION UNDER ARTICLE 25.** I move that the Town appropriate \$450,000 from the Community Preservation Fund General Reserve for the preservation of the Town's vital historic records.

SUBMITTED BY: **Community Preservation Committee**

**Recommendations:**

Finance Committee: Unanimously recommends approval of Article 25  
 Board of Selectmen: Unanimously recommends approval of Article 25

The electronic voting devices registered the following votes:

**YES: 110      NO: 1      Abstentions: 0**

MOTION UNDER ARTICLE 25: Carries by majority vote

**ARTICLE 26.** To see if the Town will vote to authorize the Board of Selectmen to acquire the following land parcels and/or rights in land parcels, for the purpose of obtaining a secure and public right of way to allow for the construction and roadway safety improvements at the Ledge Road and Oak Hill Road intersection.

In Fee	Total # Parcels	Area (Square Feet)
<b>Permanent Easements</b>	2	11,023 SF
<b>Temporary Easements</b>		

Map/Block/Lot	Address	Easement	Area (SF)	Remarks
6/4/2011	75 Ledge Road	Roadway	7700	Turnaround Construction
		Grading/Drainage	3323	Drainage and Associated Drainage

And further to authorize the Board of Selectmen to acquire these parcels or easements through any and all means available under the General Laws of the Commonwealth including without limitation by donation, purchase and/or



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eminent domain. The subject parcels are currently identified on plans drafted by the Town of Chelmsford Department of Public Works, dated February 1, 2020, and titled Proposed Roadway, Grading, Drainage Easement – Ledge Road; or act in relation thereto.

SUBMITTED BY: **Board of Selectmen**  
*Two-Thirds Vote*

**MOTION UNDER ARTICLE 26.** I move that the Town authorize the Board of Selectmen to acquire the following land parcels and/or rights in land parcels, for the purpose of obtaining a secure and public right of way to allow for the construction and roadway safety improvements at the Ledge Road and Oak Hill Road intersection.

In Fee	Total # Parcels	Area (Square Feet)
<b>Permanent Easements</b>	2	11,023 SF
<b>Temporary Easements</b>		

Map/Block/Lot	Address	Easement	Area (SF)	Remarks
6/4/2011	75 Ledge Road	Roadway	7700	Turnaround Construction
		Grading/Drainage	3323	Drainage and Associated Drainage

And further to authorize the Board of Selectmen to acquire these parcels or easements through any and all means available under the General Laws of the Commonwealth including without limitation by donation, purchase and/or eminent domain; and to authorize the Board of Selectmen to negotiate and execute all necessary and proper contracts and agreements thereto. The subject parcels are currently identified on plans drafted by the Town of Chelmsford Department of Public Works, dated February 1, 2020, and titled Proposed Roadway, Grading, Drainage Easement – Ledge Road.

SUBMITTED BY: **Board of Selectmen**  
*Two-Thirds Vote*

### Recommendations:

Finance Committee: Unanimously recommends approval of Article 26  
Board of Selectmen: Unanimously recommends approval of Article 26

The electronic voting devices registered the following votes:

**YES: 104      NO: 0      Abstentions: 2**

MOTION UNDER ARTICLE 26: Carries by unanimous consent

**ARTICLE 27.** To see if the Town will vote to authorize the Board of Selectmen to acquire the following land parcels and/or rights in land parcels, for the purpose of obtaining a secure and public right of way to allow for the construction and roadway safety improvements at the Boston Road (Route 4) and Concord Road intersection.

In Fee	Total # Parcels	Area (Square Feet)
<b>Permanent Easements</b>	7	3,508 SF



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## June 22, 2020 - First Session

Temporary Easements

16

15,194 SF

Map/Block/Lot	Address	Easement Parcel No.	Area (SF)	Remarks
103-387-11	160 Boston Road	TE-1	361	Grading and Driveway Reconstruction
		PUE-5	304	Relocation of Overhead Wires
103/387/12	164 Boston Road	PUE-1	887	Relocation of Overhead Wires and Utility Pole
		TE-3	279	Grading and Driveway Reconstruction
103/395/21	169 Boston Road	TE-4	537	Grading and Driveway Reconstruction
		TE-5	466	Grading
104/387/46	166 Boston Road	TE-6	2781	Grading and Driveway Reconstruction
		PUE-2	111	Relocation of Overhead Wires
		1-T	331	Construction of Culvert Headwall
104/387/47	170 Boston Road	TE-8	270	Grading and Driveway Reconstruction
		GR-1	4	Proposed Guardrail
		TE-18	4	Grading and Driveway Reconstruction
104/387/50	190 Boston Road	TE-9	172	Grading and Driveway Reconstruction
		TE-10	351	Grading and Driveway Reconstruction
103/417/3	185 Boston Road	TE-11	192	Grading and Driveway Reconstruction
103/417/2	Boston Road	TE-12	265	Grading and Driveway Reconstruction
103/417/1	177 Boston Road	TE-13	4268	Grading and Driveway Reconstruction
		2-T	369	Construction of Sidewalk and Wheelchair Ramps
		TE-14	2,900	Grading and Driveway Reconstruction
		TE-15	625	Grading and Driveway Reconstruction
		PUE-3	746	Relocation of Overhead Wires
		PUE-4	23	Relocation of Overhead Wires
		D-1-T	1,469	Drainage Easement for Culvert Reconstruction
103/412/8	1 Rosemary Lane	TE-16	151	Grading
103/412/14	2 Rosemary Lane	TE-19	872	Grading

And further to authorize the Board of Selectmen to acquire these parcels or easements through any and all means available under the General Laws of the Commonwealth including without limitation by donation, purchase and/or eminent domain. The subject parcels are currently identified on plans drafted by Howard Stein Hudson, Inc., dated March 16, 2017, revised through December 6, 2019 and titled Massachusetts Department of Transportation – Highway Division Boston Road (Route 4) at Concord Road Chelmsford, Preliminary Right of Way Plan; or act in relation thereto.

SUBMITTED BY: **Board of Selectmen**  
*Two-Thirds Vote*

**MOTION UNDER ARTICLE 27.** I move that the Town authorize the Board of Selectmen to acquire the following land parcels and/or rights in land parcels, for the purpose of obtaining a secure and public right of way to allow for the construction and roadway safety improvements at the Boston Road (Route 4) and Concord Road intersection.

	Total # Parcels	Area (Square Feet)
<b>In Fee</b>	2	700 SF
<b>Permanent Easements</b>	7	3,508 SF



# Town Administration

## 2020 Spring Annual Town Meeting June 22, 2020 - First Session

Temporary Easements

16

15,194 SF

Map/Block/Lot	Address	Easement Parcel No.	Area (SF)	Remarks
103-387-11	160 Boston Road	TE-1	361	Grading and Driveway Reconstruction
		PUE-5	304	Relocation of Overhead Wires
103/387/12	164 Boston Road	PUE-1	887	Relocation of Overhead Wires and Utility Pole
		TE-3	279	Grading and Driveway Reconstruction
103/395/21	169 Boston Road	TE-4	537	Grading and Driveway Reconstruction
		TE-5	466	Grading
104/387/46	166 Boston Road	TE-6	2781	Grading and Driveway Reconstruction
		PUE-2	111	Relocation of Overhead Wires
		1-T	331	Construction of Culvert Headwall
104/387/47	170 Boston Road	TE-8	270	Grading and Driveway Reconstruction
		GR-1	4	Proposed Guardrail
		TE-18	4	Grading and Driveway Reconstruction
104/387/50	190 Boston Road	TE-9	172	Grading and Driveway Reconstruction
		TE-10	351	Grading and Driveway Reconstruction
103/417/3	185 Boston Road	TE-11	192	Grading and Driveway Reconstruction
103/417/2	Boston Road	TE-12	265	Grading and Driveway Reconstruction
103/417/1	177 Boston Road	TE-13	4268	Grading and Driveway Reconstruction
		2-T	369	Construction of Sidewalk and Wheelchair Ramps
		TE-14	2,900	Grading and Driveway Reconstruction
		TE-15	625	Grading and Driveway Reconstruction
		PUE-3	746	Relocation of Overhead Wires
		PUE-4	23	Relocation of Overhead Wires
		D-1-T	1,469	Drainage Easement for Culvert Reconstruction
103/412/8	1 Rosemary Lane	TE-16	151	Grading
103/412/14	2 Rosemary Lane	TE-19	872	Grading

And further to authorize the Board of Selectmen to acquire these parcels or easements through any and all means available under the General Laws of the Commonwealth including without limitation by donation, purchase and/or eminent domain; and to authorize the Board of Selectmen to negotiate and execute all necessary and proper contracts and agreements thereto. The subject parcels are currently identified on plans drafted by Howard Stein Hudson, Inc., dated March 16, 2017, revised through December 6, 2019 and titled Massachusetts Department of Transportation – Highway Division Boston Road (Route 4) at Concord Road Chelmsford, Preliminary Right of Way Plan.

SUBMITTED BY: **Board of Selectmen**  
*Two-Thirds Vote*



# 2020 Special Town Meeting

June 22, 2020

**Recommendations:**

Finance Committee: Unanimously recommends approval of Article  
 Board of Selectmen: Unanimously recommends approval of Article

The electronic voting devices registered the following votes:

**YES: 107      NO: 0      Abstentions: 1**

MOTION UNDER ARTICLE 27: Carries by unanimous consent

Motion to adjourn the 2020 Spring Annual Town Meeting was made by Samuel Poulten of Precinct 8 and seconded by several members from the floor at 10:48 PM. The Moderator opened the Special Town Meeting at 10:49 PM.

**TOWN OF CHELMSFORD  
 SPECIAL TOWN MEETING  
 JUNE 22, 2020**

**ARTICLE 1.** To see if the Town will vote to transfer \$710,411 from Sewer Enterprise Fund Free Cash into the Fiscal Year 2020 Sewer Enterprise Fund Operating Budget that was voted under Article 11 of the April 29, 2019 Spring Annual Town Meeting for the purpose of paying for the cost to repair a sewer force main break adjacent to the Southwell Pumping Station; or act in relation thereto.

**SUBMITTED BY: Town Manager**

**MOTION UNDER ARTICLE 1.** I move that the Town transfer \$710,411 from Sewer Enterprise Fund Free Cash into the Fiscal Year 2020 Sewer Enterprise Fund Operating Budget that was voted under Article 11 of the April 29, 2019 Spring Annual Town Meeting for the purpose of paying for the cost to repair a sewer force main break adjacent to the Southwell Pumping Station.

**SUBMITTED BY: Town Manager**

**Recommendations:**

Finance Committee: Unanimously recommends approval of Article 1  
 Board of Selectmen: Unanimously recommends approval of Article 1

The electronic voting devices registered the following votes:

**YES: 107      NO: 0      Abstentions: 0**

MOTION UNDER ARTICLE 1 OF THE SPECIAL TOWN MEETING: Carries by unanimous consent

Motion to dissolve the 2020 Special Town Meeting made by Samuel Poulten of Precinct 8 and seconded by several Town Meeting members on the floor. The motion carried by voice vote as declared by Moderator. The Special Town Meeting was dissolved at 10:51 PM.

Submitted by:

Patricia E. Dzuris  
 Town Clerk



# Election Results

## Presidential Election March 3, 2020 Official Results

<b>MARCH 3, 2020 PRESIDENTIAL PRIMARY</b>										
<b>Town of Chelmsford OFFICIAL RESULTS</b>										
In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm.										
Registered Chelmsford voters cast their ballots in their respective precincts. The unofficial results are as follows:										
<b>CANDIDATE PRECINCT:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>TOTAL</b>
<b>DEMOCRATIC PARTY</b>										
<b>PRESIDENTIAL PREFERENCE</b>										
DEVAL PATRICK	4	9	1	2	8	8	1	1	1	<b>35</b>
AMY KLOBUCHAR	28	14	16	28	23	22	23	25	35	<b>214</b>
ELIZABETH WARREN	215	171	178	147	190	204	192	171	210	<b>1678</b>
MICHAEL BENNET	0	2	0	0	0	1	1	0	0	<b>4</b>
MICHAEL R. BLOOMBERG	133	102	118	92	133	127	174	124	131	<b>1134</b>
TULSI GABBARD	16	8	9	9	6	14	11	13	15	<b>101</b>
CORY BOOKER	1	1	0	0	0	1	0	0	1	<b>4</b>
JULIAN CASTRO	1	1	1	0	0	0	0	1	0	<b>4</b>
TOM STEYER	10	9	9	5	11	5	7	5	11	<b>72</b>
BERNIE SANDERS	235	265	230	221	204	235	220	224	225	<b>2059</b>
JOSEPH R. BIDEN	287	265	336	233	277	352	438	369	318	<b>2875</b>
JOHN K. DELANEY	1	1	1	0	0	0	0	0	0	<b>3</b>
ANDREW YANG	1	1	4	2	2	3	6	1	3	<b>23</b>
PETE BUTTIGIEG	62	28	35	51	64	54	49	35	65	<b>443</b>
MARIANNE WILLIAMSON	0	0	0	1	0	2	0	0	0	<b>3</b>
NO PREFERENCE	2	5	4	4	2	3	8	7	5	<b>40</b>
All Others	3	1	1	1	0	0	0	1	1	<b>8</b>
Blanks	1	1	5	3	4	4	0	4	1	<b>23</b>
<b>Totals</b>	<b>1000</b>	<b>884</b>	<b>948</b>	<b>799</b>	<b>924</b>	<b>1035</b>	<b>1130</b>	<b>981</b>	<b>1022</b>	<b>8723</b>
<b>STATE COMMITTEE MAN</b>										
<b>THIRD MIDDLESEX DISTRICT</b>										
TODD O. BURGER	168	154	163	150	164	180	174	166	169	<b>1488</b>
KENNETH I. GORDON	461	469	452	391	422	475	554	481	485	<b>4190</b>
All Others	2	3	1	1	0	0	0	0	1	<b>8</b>
Blanks	369	258	332	257	338	380	402	334	367	<b>3037</b>
<b>Totals</b>	<b>1000</b>	<b>884</b>	<b>948</b>	<b>799</b>	<b>924</b>	<b>1035</b>	<b>1130</b>	<b>981</b>	<b>1022</b>	<b>8723</b>
<b>STATE COMMITTEE WOMAN</b>										
<b>THIRD MIDDLESEX DISTRICT</b>										
Mara Dolan	1	0	4	1	1	1	0	0	0	<b>8</b>
All Others	21	22	7	11	14	25	30	13	26	<b>169</b>
Blanks	978	862	937	787	909	1009	1100	968	996	<b>8546</b>
<b>Totals</b>	<b>1000</b>	<b>884</b>	<b>948</b>	<b>799</b>	<b>924</b>	<b>1035</b>	<b>1130</b>	<b>981</b>	<b>1022</b>	<b>8723</b>



## Presidential Election March 3, 2020 Official Results

MARCH 3, 2020 PRESIDENTIAL PRIMARY Town of Chelmsford OFFICIAL RESULTS										
In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm. Registered Chelmsford voters cast their ballots in their respective precincts. The unofficial results are as follows:										
CANDIDATE PRECINCT:	1	2	3	4	5	6	7	8	9	TOTAL
<b>DEMOCRATIC PARTY</b>										
<b>TOWN COMMITTEE GROUP CHELMSFORD (33)</b>										
GROUP	415	389	387	376	385	394	481	400	429	<b>3656</b>
Blanks	585	495	561	423	539	641	649	581	593	<b>5067</b>
<b>Totals</b>	<b>1000</b>	<b>884</b>	<b>948</b>	<b>799</b>	<b>924</b>	<b>1035</b>	<b>1130</b>	<b>981</b>	<b>1022</b>	<b>8723</b>
<b>TOWN COMMITTEE</b>										
ANGELO J. TARANTO	535	471	501	460	490	551	671	566	556	<b>4801</b>
SAMUEL POULTEN	454	427	435	419	428	442	551	470	476	<b>4102</b>
MATTHEW J. HANSON	485	443	450	416	457	459	556	460	499	<b>4225</b>
EDITH MARTIN	443	420	426	412	413	434	514	431	476	<b>3969</b>
ALEXANDER W. GERVAIS	437	420	415	399	400	423	522	448	465	<b>3929</b>
GEORGE R. DIXON, JR.	477	458	456	418	440	469	560	462	489	<b>4229</b>
ROBERT F. WALTON	438	407	416	394	405	414	496	416	503	<b>3889</b>
KAREN WALTON	470	427	433	408	417	437	513	432	515	<b>4052</b>
BENARI L.J. POULTEN	430	409	413	391	402	425	527	429	452	<b>3878</b>
JOSEPH D. READY	520	439	448	453	466	474	592	476	512	<b>4380</b>
KEVIN B. READY	480	410	422	402	430	435	530	439	468	<b>4016</b>
CHRISTOPHER T. GARRAHAN, III	434	411	418	392	410	416	503	436	454	<b>3874</b>
GAIL E. POULTEN	454	420	430	398	421	440	525	442	466	<b>3996</b>
KEVIN R. SULLIVAN	459	430	434	413	424	436	543	440	479	<b>4058</b>
MARY E. HADLEY	462	435	432	411	425	465	530	436	474	<b>4070</b>
JOSHUA ABBOTT	440	416	428	397	402	455	524	428	463	<b>3953</b>
DONALD PAUL AYER	451	408	410	390	414	421	509	409	451	<b>3863</b>
DONNA LEE READY	497	425	430	414	466	455	597	457	496	<b>4237</b>
CAROL A CARBONELL	445	419	438	396	411	429	504	422	464	<b>3928</b>
LINDA A COPP	445	423	447	398	412	430	510	426	465	<b>3956</b>
THERESA L. DIXON	451	433	447	400	421	443	530	443	477	<b>4045</b>
STRATOS G. DUKAKIS	456	422	427	402	430	444	575	439	464	<b>4059</b>
EVANTHIA K. DUKAKIS	462	419	432	417	426	446	575	447	478	<b>4102</b>
KELLIE ANN DUNN	467	429	433	410	422	473	520	438	477	<b>4069</b>
JOANNE D. GARRAHAN	440	413	424	393	410	426	516	435	457	<b>3914</b>
SHAUL M. COHAN	426	409	423	387	404	410	501	431	450	<b>3841</b>
MARCIA J. COHAN	445	422	437	399	414	424	510	444	468	<b>3963</b>
KATHERINE H. DUFFETT	487	424	440	417	441	450	611	465	487	<b>4222</b>
THOMAS R. FALL	448	407	412	390	421	419	507	417	457	<b>3878</b>
PHILIP LOUIS FERDINAND, JR.	443	412	405	395	406	436	510	424	461	<b>3892</b>
All others	11	12	11	4	4	8	15	5	14	<b>84</b>
Blanks	19208	16452	18311	14172	17760	20866	21143	19060	19413	<b>166385</b>
<b>Totals</b>	<b>33000</b>	<b>29172</b>	<b>31284</b>	<b>26367</b>	<b>30492</b>	<b>34155</b>	<b>37290</b>	<b>32373</b>	<b>33726</b>	<b>287859</b>
	1000	884	948	799	924	1035	1130	981	1022	<b>8723</b>



# Election Results

## Presidential Election March 3, 2020 Official Results

MARCH 3, 2020 PRESIDENTIAL PRIMARY Town of Chelmsford OFFICIAL RESULTS										
In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm. Registered Chelmsford voters cast their ballots in their respective precincts. The unofficial results are as follows:										
CANDIDATE PRECINCT:	1	2	3	4	5	6	7	8	9	TOTAL
<b>REPUBLICAN PARTY</b>										
PRESIDENTIAL PREFERENCE										
WILLIAM F. WELD	30	14	24	17	27	24	26	21	22	<b>205</b>
JOE WALSH	1	5	2	4	2	2	4	4	3	<b>27</b>
DONALD J. TRUMP	202	188	270	244	179	223	235	198	220	<b>1959</b>
ROQUE "ROCKY" DE LA FUENTE	2	1	1	1	0	0	0	0	0	<b>5</b>
NO PREFERENCE	5	4	6	4	7	5	9	3	1	<b>44</b>
ALL OTHERS	1	2	3	1	2	1	2	2	0	<b>14</b>
BLANKS	0	2	4	2	0	1	3	1	0	<b>13</b>
<b>Totals</b>	<b>241</b>	<b>216</b>	<b>310</b>	<b>273</b>	<b>217</b>	<b>256</b>	<b>279</b>	<b>229</b>	<b>246</b>	<b>2267</b>
<b>STATE COMMITTEE MAN THIRD MIDDLESEX DISTRICT</b>										
JAMES E.DIXON	173	169	213	203	156	191	195	158	175	<b>1633</b>
All Others	0	0	0	2	0	0	0	0	1	<b>3</b>
Blanks	68	47	97	68	61	65	84	71	70	<b>631</b>
<b>Totals</b>	<b>241</b>	<b>216</b>	<b>310</b>	<b>273</b>	<b>217</b>	<b>256</b>	<b>279</b>	<b>229</b>	<b>246</b>	<b>2267</b>
<b>STATE COMMITTEE WOMAN THIRD MIDDLESEX DISTRICT</b>										
LAURIE A. MYERS	155	134	203	181	153	176	178	157	158	<b>1495</b>
CATHERINE G. WHITE	47	64	74	63	49	57	75	39	57	<b>525</b>
All Others	1	0	0	0	0	0	0	0	1	<b>2</b>
Blanks	38	18	33	29	15	23	26	33	30	<b>245</b>
<b>Totals</b>	<b>241</b>	<b>216</b>	<b>310</b>	<b>273</b>	<b>217</b>	<b>256</b>	<b>279</b>	<b>229</b>	<b>246</b>	<b>2267</b>
<b>TOWN COMMITTEE CHELMSFORD (35)</b>										
GROUP	112	96	133	96	89	104	121	88	103	<b>942</b>
Blanks	129	120	177	177	128	152	158	141	143	<b>1325</b>
<b>Totals</b>	<b>241</b>	<b>216</b>	<b>310</b>	<b>273</b>	<b>217</b>	<b>256</b>	<b>279</b>	<b>229</b>	<b>246</b>	<b>2267</b>
<b>TOWN COMMITTEE</b>										
DELORES E. MILLER	119	118	158	105	100	118	134	98	107	<b>1057</b>
BRIAN P. LATINA	127	107	146	141	101	127	139	105	128	<b>1121</b>
WILLIAM R. RICE	118	105	138	108	101	111	132	98	116	<b>1027</b>
KAREN I KOWALSKI	130	110	145	113	96	123	135	102	111	<b>1065</b>
LOUSIE M. CRYTS	118	102	136	113	91	110	127	93	109	<b>999</b>
THERESA R. FEELY	122	108	138	108	96	116	130	100	111	<b>1029</b>
DALE E. STREIN	119	102	139	106	90	117	130	95	106	<b>1004</b>
MARY BETH HAYES	121	111	148	105	106	117	132	106	107	<b>1053</b>
MARY GAIL LEONARD	119	114	153	103	98	108	131	95	110	<b>1031</b>
DAVID E SNEDEN	124	108	140	113	97	117	130	99	123	<b>1051</b>
FRANK V. CANDELIERI	118	107	143	103	93	107	144	98	108	<b>1021</b>
ANNE LISE SEXTON	119	106	139	107	95	115	137	97	115	<b>1030</b>
LINCOLN CLARK, III	125	103	144	105	103	112	140	102	105	<b>1039</b>



# Election Results

## Presidential Election March 3, 2020 Official Results

<b>MARCH 3, 2020 PRESIDENTIAL PRIMARY Town of Chelmsford OFFICIAL RESULTS</b>										
In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm. Registered Chelmsford voters cast their ballots in their respective precincts. The unofficial results are as follows:										
<b>CANDIDATE PRECINCT:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>TOTAL</b>
MURIEL L.W. MCGRANN	118	105	138	110	95	110	127	94	119	<b>1016</b>
PAUL J. RIGAZIO	133	108	145	117	101	119	146	101	113	<b>1083</b>
CURTIS B. BARTON	119	106	138	108	94	111	128	94	115	<b>1013</b>
ELAINE M. BARTON	117	104	143	105	94	110	132	92	113	<b>1010</b>
SANDI MARTINEZ	144	130	161	137	118	146	158	122	138	<b>1254</b>
RAYMOND E. CHARETTE	120	104	139	106	93	107	125	94	105	<b>993</b>
ZACHARY THOMAS FERRIS	117	102	137	100	97	110	128	90	108	<b>989</b>
JOHN G. MAGUIRE	118	110	141	110	94	115	126	98	106	<b>1018</b>
MICHAEL F. MCCALL	131	115	176	122	103	123	144	113	114	<b>1141</b>
JAMES M. LANE, JR.	126	111	144	112	106	121	144	117	109	<b>1090</b>
JANICE P. SEIFERT	118	106	136	102	95	111	131	95	107	<b>1001</b>
ANDREW V. SILINSH	118	100	137	104	93	109	136	95	108	<b>1000</b>
JUDITH BAILEY SILINSH	117	102	140	102	94	108	137	91	109	<b>1000</b>
All Others	5	0	6	8	5	1	0	2	3	<b>30</b>
Blanks	5255	4756	7102	6682	5046	5961	6262	5429	5687	<b>52180</b>
<b>Totals</b>	<b>8435</b>	<b>7560</b>	<b>10850</b>	<b>9555</b>	<b>7595</b>	<b>8960</b>	<b>9765</b>	<b>8015</b>	<b>8610</b>	<b>79345</b>
	241	216	310	273	217	256	279	229	246	<b>2267</b>
<b>GREEN-RAINBOW PARTY</b>										
PRESIDENTIAL PREFERENCE										
DARIO HUNTER	0	0	0	0	0	0	0	1	0	<b>1</b>
SEDINAM KINAMO CHRISTIN MOYOWASIFZA-CURRY	0	0	0	0	0	0	0	0	0	<b>0</b>
KENT MESPLAY	0	0	0	0	0	0	0	0	0	<b>0</b>
HOWARD HAWKINS	0	0	0	0	0	0	0	1	1	<b>2</b>
NO PREFERENCE	1	0	0	0	1	0	0	2	1	<b>5</b>
All Others	0	0	0	0	1	0	0	0	0	<b>1</b>
Blanks	0	0	0	0	0	0	0	0	0	<b>0</b>
<b>Totals</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>9</b>
STATE COMMITTEE MAN THIRD MIDDLESEX DISTRICT										
All Others	0	0	0	0	1	0	0	0	0	<b>1</b>
Blanks	1	0	0	0	1	0	0	4	2	<b>8</b>
<b>Totals</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>9</b>
STATE COMMITTEE WOMAN THIRD MIDDLESEX DISTRICT										
All Others	0	0	0	0	0	0	0	0	0	<b>0</b>
Blanks	1	0	0	0	2	0	0	4	2	<b>9</b>
<b>Totals</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>9</b>
TOWN COMMITTEE CHELMSFORD (10)										
All Others	0	0	0	0	1	0	0	0	0	<b>1</b>
Blanks	10	0	0	0	19	0	0	40	20	<b>89</b>
<b>Totals</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>40</b>	<b>20</b>	<b>90</b>



# Election Results

## Presidential Election March 3, 2020 Official Results

<b>MARCH 3, 2020 PRESIDENTIAL PRIMARY Town of Chelmsford OFFICIAL RESULTS</b>										
In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm. Registered Chelmsford voters cast their ballots in their respective precincts. The unofficial results are as follows:										
<b>CANDIDATE PRECINCT:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>TOTAL</b>
<b>LIBERTARIAN PARTY</b>										
<b>PRESIDENTIAL PREFERENCE</b>										
ARVIN VOHRA	0	0	0	0	0	1	0	0	0	<b>1</b>
VERMIN LOVE SUPREME	1	0	0	0	0	0	0	0	0	<b>1</b>
JACOB GEORGE HORNBERGER	0	1	0	0	0	0	0	1	0	<b>2</b>
SAMUEL JOSEPH ROBB	0	0	0	1	0	0	0	0	0	<b>1</b>
DAN TAXATION IS THEFT BEH-RMAN	1	0	0	0	0	0	1	0	0	<b>2</b>
KIMBERLY MARGARET RUFF	0	0	1	0	0	0	0	0	0	<b>1</b>
KENNTH REED ARMSTRONG	0	0	0	0	0	0	0	0	0	<b>0</b>
ADAM KOKESH	0	0	1	0	0	0	0	0	0	<b>1</b>
JO JORGENSEN	0	0	0	0	1	0	0	0	0	<b>1</b>
MAX ABRAMSON	0	0	0	0	0	0	0	0	0	<b>0</b>
NO PREFERENCE	2	1	0	4	4	2	1	0	0	<b>14</b>
All Others	1	2	1	1	1	1	0	3	1	<b>11</b>
Blanks	0	0	1	0	0	0	0	0	0	<b>1</b>
<b>Totals</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>36</b>
<b>STATE COMMITTEE MAN THIRD MIDDLESEX DISTRICT</b>										
All Others	0	0	0	0	1	1	0	1	0	<b>3</b>
Blanks	5	4	4	6	5	3	2	3	1	<b>33</b>
<b>Totals</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>36</b>
<b>STATE COMMITTEE WOMAN THIRD MIDDLESEX DISTRICT</b>										
All Others	0	0	0	0	0	1	0	0	0	<b>1</b>
Blanks	5	4	4	6	6	3	2	4	1	<b>35</b>
<b>Totals</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>36</b>
<b>TOWN COMMITTEE CHELMSFORD (10)</b>										
All Others	0	0	0	0	0	1	0	0	0	<b>1</b>
Blanks	50	40	40	60	60	39	20	40	10	<b>359</b>
<b>Totals</b>	<b>50</b>	<b>40</b>	<b>40</b>	<b>60</b>	<b>60</b>	<b>40</b>	<b>20</b>	<b>40</b>	<b>10</b>	<b>360</b>

# Election Results

## Presidential Election March 3, 2020 Official Results

<b>MARCH 3, 2020 PRESIDENTIAL PRIMARY Town of Chelmsford OFFICIAL RESULTS</b>										
In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm. Registered Chelmsford voters cast their ballots in their respective precincts. The unofficial results are as follows:										
<b>CANDIDATE PRECINCT:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>TOTAL</b>
<b>BALLOTS VOTED</b>										
Democratic Ballots	1000	884	948	799	924	1035	1130	981	1022	<b>8723</b>
Republican Ballots	241	216	310	273	217	256	279	229	246	<b>2267</b>
Green-Rainbow Ballots	1	0	0	0	2	0	0	4	2	<b>9</b>
Libertarian	5	4	4	6	6	4	2	4	1	<b>36</b>
<b>Total Ballots Voted</b>	<b>1,247</b>	<b>1,104</b>	<b>1,262</b>	<b>1,078</b>	<b>1,149</b>	<b>1,295</b>	<b>1,411</b>	<b>1,218</b>	<b>1,271</b>	<b>11,035</b>
<b>Total Registered</b>	<b>2,811</b>	<b>2,744</b>	<b>2,810</b>	<b>2,711</b>	<b>2,872</b>	<b>2,889</b>	<b>2,857</b>	<b>2,685</b>	<b>2,958</b>	<b>25,337</b>
<b>Percentage</b>	<b>44.4%</b>	<b>40.2%</b>	<b>44.9%</b>	<b>39.8%</b>	<b>40.0%</b>	<b>44.8%</b>	<b>49.4%</b>	<b>45.4%</b>	<b>43.0%</b>	<b>43.6%</b>
<b>REGISTERED VOTERS</b>										
Democrats	649	725	616	606	648	659	596	559	612	<b>5,670</b>
Republicans	298	261	334	347	313	319	379	293	336	<b>2,880</b>
Green-Rainbows	1	0	2	0	2	2	1	0	3	<b>11</b>
Libertarian	13	16	10	12	20	8	6	12	14	<b>111</b>
Other Political Designations	21	35	23	26	24	17	15	15	9	<b>185</b>
Unenrolled	1,829	1,707	1,825	1,720	1,865	1,884	1,860	1,806	1,984	<b>16,480</b>
<b>Total Registered Voters</b>	<b>2,811</b>	<b>2,744</b>	<b>2,810</b>	<b>2,711</b>	<b>2,872</b>	<b>2,889</b>	<b>2,857</b>	<b>2,685</b>	<b>2,958</b>	<b>25,337</b>
<b>% OF BALLOTS VOTED BY PARTY</b>										
Democratic Ballots	80.2%	80.1%	75.1%	74.1%	80.4%	79.9%	80.1%	80.5%	80.4%	<b>79.0%</b>
Republican Ballots	19.3%	19.6%	24.6%	25.3%	18.9%	19.8%	19.8%	18.8%	19.4%	<b>20.5%</b>
Green-Rainbow Ballots	0.1%	0.0%	0.0%	0.0%	0.2%	0.0%	0.0%	0.3%	0.2%	<b>0.1%</b>
Libertarian	0.4%	0.4%	0.3%	0.6%	0.5%	0.3%	0.1%	0.3%	0.1%	<b>0.3%</b>
<b>Total Ballots Voted</b>	<b>44.4%</b>	<b>40.2%</b>	<b>44.9%</b>	<b>39.8%</b>	<b>40.0%</b>	<b>44.8%</b>	<b>49.4%</b>	<b>45.4%</b>	<b>43.0%</b>	<b>43.6%</b>

A true copy attest:  
PATRICIA E. DZURIS  
TOWN CLERK



# Election Results

## Town of Chelmsford Election

June 2, 2020 Official Results

Town of Chelmsford Election										
OFFICIAL Results of Local Election POSTPONED to JUNE 2, 2020 from April 7, 2020										
In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm.										
Registered Chelmsford voters cast their ballots in their respective precincts. The official results are as follows:										
Registered Voters: 25,557										
CANDIDATE PRECINCT	1	2	3	4	5	6	7	8	9	TOTAL
CHELMSFORD MASSACHUSETTS										
<b>BOARD OF SELECTMEN - One for three years</b>										
<b>KENNETH M. LEFEBVRE</b>	<b>179</b>	<b>97</b>	<b>169</b>	<b>158</b>	<b>140</b>	<b>203</b>	<b>173</b>	<b>165</b>	<b>166</b>	<b>1450</b>
Write-ins (5 or more votes)										
Susan Julian Gates	20	1	6	12	4	4	6	7	15	<b>75</b>
Mark C. Carota	2		2		2	4	2		11	<b>23</b>
Samuel P. Chase			1	1	1	1	1		1	<b>6</b>
All Others	2	1	1	1	2	3	13	0	4	<b>27</b>
Blanks	39	12	28	32	35	24	37	20	22	<b>249</b>
Totals	242	111	207	204	184	239	232	192	219	<b>1830</b>
<b>SCHOOL COMMITTEE - Two for three years</b>										
<b>JEFFREY D. DOHERTY</b>	<b>201</b>	<b>93</b>	<b>173</b>	<b>154</b>	<b>140</b>	<b>191</b>	<b>187</b>	<b>161</b>	<b>185</b>	<b>1485</b>
<b>DENNIS F. KING II</b>	184	76	143	148	121	174	161	141	169	<b>1317</b>
All Others	2	0	0	1	1	2	0	0	1	<b>7</b>
Blanks	97	53	98	105	106	111	116	82	83	<b>851</b>
Totals	484	222	414	408	368	478	464	384	438	<b>3660</b>
<b>MODERATOR - One for three years</b>										
<b>JON H. KURLAND</b>	<b>195</b>	<b>83</b>	<b>166</b>	<b>156</b>	<b>143</b>	<b>199</b>	<b>181</b>	<b>160</b>	<b>174</b>	<b>1457</b>
All Others	1	1	3	1	0	0	1	0	8	<b>15</b>
Blanks	46	27	38	47	41	40	50	32	37	<b>358</b>
Totals	242	111	207	204	184	239	232	192	219	<b>1830</b>
<b>PLANNING BOARD - Two for three years</b>										
<b>NANCY KAY ARAWAY</b>	<b>171</b>	<b>84</b>	<b>144</b>	<b>132</b>	<b>122</b>	<b>178</b>	<b>163</b>	<b>145</b>	<b>166</b>	<b>1305</b>
<b>MICHAEL N. RAISBECK</b>	173	85	155	136	123	166	157	141	165	<b>1301</b>
Write-ins (5 or more votes)										
Steven A. Giles	1			4						<b>5</b>
All Others	7	0	1	6	1	2	1	0	6	<b>24</b>
Blanks	132	53	114	130	122	132	143	98	101	<b>1025</b>
Totals	484	222	414	408	368	478	464	384	438	<b>3660</b>
<b>BOARD OF HEALTH - One for three years</b>										
<b>RICHARD J. DAY</b>	<b>201</b>	<b>93</b>	<b>170</b>	<b>172</b>	<b>136</b>	<b>200</b>	<b>181</b>	<b>163</b>	<b>184</b>	<b>1500</b>
All Others	1	0	0	0	2	1	0	0	2	<b>6</b>
Blanks	40	18	37	32	46	38	51	29	33	<b>324</b>
Totals	242	111	207	204	184	239	232	192	219	<b>1830</b>



## Town of Chelmsford Election June 2, 2020 Official Results

Town of Chelmsford Election										
OFFICIAL Results of Local Election POSTPONED to JUNE 2, 2020 from April 7, 2020										
In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm.										
Registered Chelmsford voters cast their ballots in their respective precincts. The official results are as follows:										
Registered Voters: 25,557										
CANDIDATE PRECINCT	1	2	3	4	5	6	7	8	9	TOTAL
<b>TRUSTEES OF THE PUBLIC LIBRARY - Three for three years</b>										
JANE S. COLLINS	183	80	153	154	135	189	170	156	180	1400
MARGARET ELIZABETH MARSHALL	188	85	140	161	134	183	174	155	180	1400
ADAM LLOYD SCHERTZER	164	72	135	145	123	176	161	144	172	1292
All Others	0	0	0	0	0	0	0	0	2	2
Blanks	191	96	193	152	160	169	191	121	123	1396
Totals	726	333	621	612	552	717	696	576	657	5490
<b>CEMETERY COMMISSION - One for three years</b>										
THOMAS ST. GERMAIN	188	91	162	163	137	193	187	161	174	1456
All Others	1	0	0	0	0	0	0	0	0	1
Blanks	53	20	45	41	47	46	45	31	45	373
Totals	242	111	207	204	184	239	232	192	219	1830
<b>HOUSING AUTHORITY</b>										
DENISE MARCAURELLE	197	88	158	165	140	195	184	164	170	1461
All Others	2	0	0	0	0	0	0	0	0	2
Blanks	43	23	49	39	44	44	48	28	49	367
Totals	242	111	207	204	184	239	232	192	219	1830
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 1 - Six for three years</b>										
DONNA LEE READY	180									180
KATHLEEN A. TUBRIDY	176									176
DENNIS F. KING II	175									175
JOHN J. TUBRIDY	170									170
KATHRYN BROUGH	170									170
ELAINE M. MACDONALD	167									167
All Others	5									5
Blanks	409									409
Totals	1452									1452
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 2 - Six for three years</b>										
ALBERT GLENN DIGGS		83								83
SARAH HAVEN DAVIS		82								82
Write-ins										
Kenneth J. Tassi		17								17
Adam R. McCusker		16								16
William E. Cody		16								16
William John Gilet Jr		16								16
All others		20								20
Blanks		416								416
Totals		666								666



# Election Results

## Town of Chelmsford Election

June 2, 2020 Official Results

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Registered Voters: 25,557										
CANDIDATE PRECINCT	1	2	3	4	5	6	7	8	9	TOTAL
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 3 - Six for three years</b>										
S. GEORGE ZAHAROOLIS			155							155
TAMMY B. ARENA			154							154
RUTH E. MONAHAN			150							150
KAITLYN O. MCCABE			149							149
MERREDITH A. MOORE			146							146
ERIC SALERNO			145							145
All Others			0							0
Blanks			343							343
Totals			1242							1242
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 3 - One for one year</b>										
PAUL J. RIGAZIO			161							161
All Others			0							0
Blanks			46							46
Totals			207							207
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 4 - Six for three years</b>										
KATHLEEN M. SULLIVAM				148						148
DANIEL J. SULLIVAN III				146						146
ANNITA TANINI				145						145
VICTOR GAROFALO				144						144
CARISA DAWN PAJAK				137						137
Write-ins										
Anthony F. Coit				5						5
All Others				9						9
Blanks				490						490
Totals				1224						1224
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 5 - Six for three years</b>										
CAROL KELLY-SULESKI					128					128
CHERYL M. PERKINS					126					126
SALLY N. MURPHY					117					117
DAVID P. FOLEY					116					116
MAUREEN M. FOLEY					116					116
GLENN R. THOREN					105					105
CHRISTINE M. LINDBERG					105					105
All Others					2					2
Blanks					289					289
Totals					1104					1104



## Town of Chelmsford Election June 2, 2020 Official Results

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Registered Chelmsford voters cast their ballots in their respective precincts. The official results are as follows:										
Registered Voters: 25,557										
CANDIDATE PRECINCT	1	2	3	4	5	6	7	8	9	TOTAL
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 6 - Six for three years</b>										
KENNETH M. LEFEBVRE						180				180
DEBORAH L. DERY						170				170
CHRIS J. OAK						164				164
ADAM N. BRANDOW						162				162
Write-ins										
<b>Kirk P. Pitta</b>						2				2
<b>Jeffery J. Bernier</b>						2				2
All Others						8				8
Blanks						746				746
Totals						1434				1434
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 7 - Six for three years</b>										
KATHERINE H. DUFFETT							175			175
CLARE L. JEANNOTTE							168			168
HELAINÉ M. KAPLAN							167			167
JAMES MICHAEL CURLEY							167			167
RANDY SCOTT LEACH							154			154
RICHARD J. FALLON							153			153
All Others							0			0
Blanks							408			408
Totals							1392			1392
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 7 - One for two years</b>										
ADELLE D. STAVIS							173			173
All Others							1			1
Blanks							58			58
Totals							232			232
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 8 - Six for three years</b>										
DANIEL JOSEPH AHERN								155		155
ERIC LAWRENCE MAASE								151		151
ALEXANDER W. GERVAIS								150		150
GLENN R. THOREN JR.								146		146
WILLIAM D. ASKENBURG JR.								143		143
Write-ins										
<b>Inderpreet Singh</b>								3		3
All Others								5		5
Blanks								399		399
Totals								1152		1152



# Election Results

## Town of Chelmsford Election

*June 2, 2020 Official Results*

Town of Chelmsford Election										
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Registered Chelmsford voters cast their ballots in their respective precincts. The official results are as follows:										
Registered Voters: 25,557										
CANDIDATE PRECINCT	1	2	3	4	5	6	7	8	9	TOTAL
<b>REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 9 - Six for three years</b>										
DIANE L. COLUCCI									184	184
SARA M. HESSELTON									179	179
CAROLINE CARRIE WETZEL									171	171
FRANCIS J. BARRE									166	166
DOUGLAS BYRON BRUCE									169	169
SUSAN I. DANDARAW									170	170
All Others									0	0
Blanks									275	275
Totals									1314	1314
<b>BALLOTS VOTED</b>										
Total Ballots Voted	242	111	207	204	184	239	232	192	219	1830
Total Registered Voters	2,839	2,788	2,836	2,735	2,890	2,914	2,878	2,701	2,976	25,557
Percentage	9%	4%	7%	7%	6%	8%	8%	7%	7%	7%
Tape Total	236	107	202	200	182	238	227	190	217	1799
Hand Count Forms	6	4	5	4	2	1	5	2	2	31
Revised Total	242	111	207	204	184	239	232	192	219	1830





## Community Development

*Evan Belansky, Director*



Fiscal Year 2020 was another busy year in the Community Development Department. The three-person Department provides full time administrative and technical staff support to the Planning Board, Conservation Commission, and Zoning Board of Appeals. 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.

In addition, the Department provided support to the following committees:

- Economic Development Commission
- Dog Park Advisory Committee
- North Village Strategic Master Planning Committee
- Center Village Master Planning Committee
- Housing Advisory Board
- Historical Commission
- Master Plan Update Committee

During this past year the Department was involved in a number of planning related activities: continued to advance the \$370K Massworks grant pertaining to the new residential development at 11 Cushing Place, managed a \$15,000 Massachusetts Downtown Initiative grant to conduct a wayfinding program for Vinal Square and obtained a State Planning Assistance Grant in the amount of \$60,000 for a real estate market study for the rt. 3 highway interchanges.

The Department also successfully obtained Housing Choice Designation and a \$225,000 housing grant for the construction of sidewalks along Turnpike Road.

In addition the Department continued managing community and economic development projects, grant administration, and interfacing with residents, developers, and other municipal staff.



## Planning Board

### PLANNING BOARD MEMBERS:

Henry Parlee, Jr., Chair  
Glenn Kohl, Member  
Tim Shanahan, Vice Chair  
Nancy Araway, Member  
Mike Walsh, Clerk  
Donald Van Dyne, Member  
Mike Raisbeck, Member  
Hank Houle, Associate Member

### STAFF MEMBERS:

Evan Belansky, Community Development  
Director  
Colleen Stansfield, Planning Board Administrator

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.

After the April Annual Elections, the Board Re-Organized with Henry Parlee, Jr. being voted Chair, Tim Shanahan, Vice Chair and Mike Walsh, Clerk.

### Planning Activities

The Planning Board strives to maintain the character of Chelmsford and enforce the provisions of the 2010 Master Plan. This past fiscal year Master Plan Update Committee and the Route 40 Study Committee continued their work. The Master Plan Update Committee will be an ongoing effort and will likely take 11 to 12 months to complete the update. The Route 40 Study Committee completed their review and submitted a report to the Planning Board which has resulted in a proposed zoning change article for Fall Town Meeting. The recommendation was to rezone the north side of route 40 west of Route 3, to IA-Industrial and consider an overlay district for 55+ age in place zoning. This Warrant Article failed.

### FY2020 Projects

Notable projects for which approval was granted in FY20 were 56 Pile Drive, Tobin Ave. Definitive Subdivision, and 235 Littleton Road, CEIOD Project. Other projects that are still under consideration are 44 Central Square / 1 Billerica Road and the previously approved Open Space Subdivision at 135 Pine Hill Road, and the Town started the process of right of first refusal because the land was brought out of Chapter 61A land and discussions have started.

### Summary of Planning Board FY2020 Activity

The following applications were reviewed by the Board this year:

- 5 Site Plans
- 3 Special Permits
- 2 Minor Site Plans
- 0 Major Modification to a Site Plan
- 8 Approval Not Required Plans
- 2 Definitive Subdivisions



## Board of Appeals

### MEMBERS:

Brian Reidy, Chair  
 Mark Carota, Vice Chair  
 Charles Wojtas, Member  
 Steve Mendez, Member  
 Nancy Morency, Member  
 Erin Drew, Associate Member  
 Jamie Outland-Brown, Associate Member  
 Ida Gates, Associate Member

### STAFF MEMBERS:

Shaun Shanahan, Building Commissioner  
 Evan Belansky, Community Development Director  
 Colleen Stansfield, Zoning Board Administrator

The Board of Appeals hears petitions for Variances, Special Permits, Comprehensive Permits, and Appeals of the Building Commissioner's rulings.

During Fiscal Year 2020, the Board saw the following activity and acted upon the following:

Application	FY19	FY20
Special Permit	36	13
Variance	4	3
Sign Variance	2	0
Limited Accessory Apartment	9	7
Administrative Appeal	0	3
40B Comprehensive Permit	0	0
Administrative Amendments	0	0

### Membership

Mr. Brian Reidy continues in the position of Chair, and Mr. Mark Carota continues the position of Vice Chair. The Board said good-bye to Associate Member, Ida Gates who decided not to be re-appointed.

### Comprehensive Permit, Chapter 40B

There were no 40B Applications in FY20. The past approvals have brought the Town over the 10% affordable housing requirement from the State. The 2020 Census will likely change the number, however the town feels confident that even with the Census, we will maintain the 10% affordable housing.

### FY2020 Board of Appeals

During FY2020 the Board saw a slight decrease in the amount of applications from FY2019. Limited Accessory Apartment applications stayed about the same. Even with the COVID-19 Pandemic and the Governor's orders that halted in-person meetings, the Board of Appeals was kept busy and the applications only decreased slightly.



## Inspections Department

*Shaun Shanahan, Building Commissioner, Building Department*

**Department Personnel:**

Shaun Shanahan, Building Commissioner  
Martin J. Allan, Local Inspector  
Vera Clauson, Department Assistant  
Dennis P. Kane, Wiring Inspector  
Don Morash, Plumbing & Gas Inspector

The Chelmsford Building Department/Code Enforcement Division, works to protect public safety through enforcement of the State Building, Plumbing, Electrical, Gas & Sanitation Codes. Combined with local ordinances, response to public nuisance complaints and potential code violations, we remain committed to protecting and preserving public safety, quiet enjoyment of residential properties, evaluation of land development/ use proposals per the goals and objectives of the zoning board.

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

The following is a breakdown of new construction permits this year:

<b>Single Family Dwellings:</b>	11
<b>Two Family Dwellings:</b>	0
<b>Multifamily Dwellings:</b>	9 (81units)
<b>Institutional:</b>	0
<b>Municipal:</b>	0
<b>Commercial:</b>	2
<b>Industrial:</b>	0
<b>Agricultural:</b>	0

Type of Permit	Number of Permits Issued	Total Fees
Building	964	\$78,5631.00
Wiring	726	\$15,637.50
Plumbing & Gas	1239	\$114024.00
Mechanical	37	\$7360.00
<b>TOTAL:</b>	<b>2939</b>	<b>\$1,058,295.50</b>

In addition to the fees above, the total fees collected for yard sales and Certificates of Inspection amounted to **\$3,316.**



## Inspections Department

### Building Permits:

Permits	Applications	Issued	Cost	Fees
Certificate Of Inspection	46	37	\$0.00	\$3,211.00
Certificate Of Occupancy	33	32	\$0.00	\$11,300.00
Certificate Of Occupancy (C)	19	19	\$0.00	\$601.00
Commercial Building Permit	107	78	\$80,178,338.13	\$394,635.00
Commercial Short Permit	4	4	\$158,470.25	\$2,385.00
Electrical Permit	806	722	\$7,895,885.26	\$156,216.50
Gas Permit	778	676	\$2,876,501.18	\$54,179.00
Mechanical Permit	47	37	\$759,725.00	\$7,360.00
Plumbing Permit	622	552	\$4,168,726.87	\$59,654.00
Residential Building Permit	824	707	\$27,765,407.67	\$346,946.00
Residential Short Permit	175	163	\$2,203,611.36	\$36,920.00
Shed Application	0	0	\$0.00	\$0.00
Sheet Metal Permit	41	40	\$810,926.00	\$9,740.00
Sign Permit	12	10	\$29,761.00	\$1,457.00
Smoke And Co Modification Permit	0	0	\$0.00	\$0.00
Solid Fuel Appliance Permit	4	2	\$8,499.00	\$375.00
Sprinkler And Fire Alarm Systems Application	20	17	\$0.00	\$450.00
Tent Permit	2	2	\$6,878.40	\$150.00
Trench Permit	1	1	\$3,000.00	\$150.00
<b>TOTAL</b>	<b>3541</b>	<b>3099</b>	<b>\$126,865,730.12</b>	<b>\$1,085,729.50</b>



## Conservation Commission

### Members:

David McLachlan-Chairman  
 Chris Garrahan, Vice Chairman and Clerk  
 Marc Gibbs  
 Bill Vines  
 Chris Tymula  
 Karl Bischoff  
 Jack Souza (member through January 2020)  
 John Swenson (new member June 2020)

### Staff:

Katie Guertin, Conservation Agent/Planner  
 Vivian Merrill, Recording Secretary

### Membership:

In February 2020, Commissioner Jack Souza passed away. Jack was a genuine, nice guy. He was also a key asset to the Commission. We miss him dearly.

Dave McLachlan served as the Commission's Chairman for the 2020 Fiscal Year. Chris Garrahan served as the Vice Chairman and Clerk. Two new Commissioners were appointed, Karl Bischoff and John Swenson.

### Wetlands Regulation

The Commission reviewed 31 applications under the Massachusetts Wetlands Protection Act (MGL c.131, §40) and Chelmsford Wetlands Bylaw (Chapter 187) during FY2020. The following is a breakdown of wetlands permit applications for FY2020 as compared to the two previous fiscal years:

Application Type	FY18	FY19	FY20
Request for Determination of Applicability	14	14	7
Notice of Intent	24	10	17
Request for Certificate of Compliance	14	10	6
Abbreviated Notice of Resource Area Delineation	0	0	1
Request to Amend Order of Conditions	0	0	0
Total	52	34	31

### Education

The Conservation Commission was a member of the Massachusetts Association of Conservation Commissioners (MACC) in fiscal year 2020. MACC offers various courses to conservation commissions.

### Open Space Management and Use

The Chelmsford Open Space Stewards (COSS) continue to be a key asset in the management of the Commission's reservations. COSS works under the existing Memorandum of Understanding with the Commission. However, COVID-19 put a hold on many of the public events that COSS holds annually. COSS leader, Phil Stanway managed to work through this unexpected challenge to keep Chelmsford's open spaces clean and accessible for all.

Conservation Commission and Joint Committees  
 The Chelmsford Conservation Commission and the Carlisle Cranberry Bog Subcommittee met a few times to discuss the ongoing fate of the Cranberry Bog on the Carlisle side. The Commission will continue to follow Carlisle's final decision and monitor how it may or may not affect the Chelmsford side of the bog.



# Chelmsford Public Schools

## *Dr. Jay Lang, Superintendent*



### **2019-2020 Year in Review**

The members of the Chelmsford School Committee at the end of the 2019-2020 school year include the following: Mr. Dennis King, Chair; Ms. Donna Newcomb, Vice Chair; Mr. Jeffrey Doherty, Secretary; and Members at Large, Mr. John Moses and Ms. Maria Santos. Central administration for the Chelmsford Public Schools include the following: Dr. Jay Lang, Superintendent of Schools, Dr. Linda Hirsch, Assistant Superintendent of Curriculum and Instruction, Dr. Cheryl Kirkpatrick, Director of Personnel and Professional Learning, Ms. Joanna Johnson-Collins, Director of Business and Finance, Mr. William Silver, Director of Information, Communication and Technology Services, Ms. Amy Reese, Director of Student Support Services, and Mr. Brian Curley, Director of Operations and Maintenance.

### **District Mission**

The mission of the Chelmsford Public Schools is to educate, engage, prepare, and empower well-rounded and knowledgeable learners who PERSEVERE through challenges, demonstrate RESPECT and INTEGRITY in their words and actions, are DEDICATED to their community, and display EMPATHY as global citizens while discovering and pursuing their full potential.

### **District Vision**

The vision of the Chelmsford Public Schools is to provide all students with multiple pathways to optimize their own potential for academic excellence, leadership, and social and emotional wellness. We work from a rigorous curriculum that is aligned with state standards using multiple forms of data to inform innovative approaches to teaching. Our students' success is anchored in the high expectations of teachers who are part of a professional, collaborative culture that demands a continuous focus on instructional improvement. It is our responsibility that every student feels safe, cared for, appropriately challenged, and supported in our schools. Our students' successes are celebrated within and across schools as well as throughout the broader community. Parents and the Chelmsford community are connected to the daily life of our schools through consistent, multidirectional and multi-modal communication, which builds external support for and pride in the district, schools, teachers, and students. As a result of high quality teaching, meaningful partnerships, and well-resourced schools, our students contribute to the Chelmsford community as self-directed, creative, and well-rounded learners who are ready to become the innovative leaders of tomorrow.



## Chelmsford Public Schools

### District Values

- Academic Achievement for All Students
- Positive and Support School Cultures
- Excellence and Professionalism in Teaching
- Supportive and Stable Relationships
- Strong Fiscal and Facility Support

As I reflect on my fifth year leading the Chelmsford Public Schools (CPS), I am deeply grateful for the encouragement and support I have received from students, parents, staff, and community members; I feel privileged to work with you as superintendent. I do not take the opportunity to lead this district lightly. Your support for our students is truly remarkable, and I look forward to working with you and the greater Chelmsford community as we build on past successes in the district and work to make CPS the best public school system in the state.

This past year was truly like no other, what began as a regular school year ended with the statewide closure of schools in March due to the COVID-19 pandemic. On Friday March 13, 2020 our staff and students left school for the weekend and didn't return for in-person instruction for the remainder of the year. I am particularly proud of how our staff and students, supported by their parents, came together initially to maintain connections and support one another. Our priority was for the health, safety and wellness of our students and staff during the closure. While the district planned for remote learning, our staff initially provided their students with enrichment activities to maintain their skills as teachers were provided professional development, access to technology resources, and prepared to reengage their students in learning. As the weeks passed, our teachers and support staff shifted from traditional in-person instruction to remote learning using a variety of technology resources. It was a learning experience for all, and all stepped up to the challenge to make the very best of a difficult situation.



As our non-traditional school year ended in mid-June, and students and staff left for the summer break, our focus now shifts to planning and preparation for the re-opening of schools in the fall of 2020. What "school" will look like in the fall, we don't know. What I do know is that whatever form schooling takes, in-person, remote or a hybrid solution, Chelmsford students and staff will rise to the occasion and provide a rigorous academic experience while ensuring the health, safety and welfare of all students and staff are at the forefront of decision making.

We have accomplished much over this past year. I am very proud of our work, and I thank you for guiding and supporting me and the CPS staff as we strive to address students' academic, social, and emotional needs. I feel encouraged every day when I walk through schools, attend events, and witness firsthand the dedication to meeting student needs shown by our teachers, paraprofessionals, building administrators, and support staff. Following are some highlights of our work this year:

FY2019 Massachusetts DESE Financial Audit  
Every year, each school district in Massachusetts must submit an external audit of their end-of-year financial report to the Massachusetts Department of Elementary and Secondary Education (DESE). Powers & Sullivan, LLC performed the district's external financial audit for the year ending June 30, 2019. As noted in the audit report, the



## Chelmsford Public Schools

auditors had no financial findings or financial reporting recommendations. This outcome is desirable and significant, given the number of financial audits and reviews of CPS conducted in prior fiscal years, each with findings and recommendations for improvement of financial practices.

### **FY2020 Budget Administration**

School Committee members received regular reports on the district's finances throughout FY2020, including the local operating budget, grant funds, and revolving funds. After reviewing the FY2020 budget, I am pleased to report the district has made great strides in stabilizing its finances. By implementing strict financial practices, it has accrued several reserve fund balances for future budget needs. At the end of FY2020, the district is able to:

- reserve approximately \$ 3 million in the special education circuit breaker revolving fund to pay for future unanticipated/unfunded special education student tuition and/or transportation costs. (By contrast, just five years ago in the fall of 2015, the school department had to request a supplemental appropriation of \$ 500,000 from the town to cover unanticipated special education tuition costs because no reserve fund balance was available.)
- carry over approximately \$ 740,000 in food service/school nutrition funds. This is a significant achievement, given that many school districts find themselves operating their food service programs at a deficit.
- set aside approximately \$1.7 million in school choice funds as a reserve for future spending by the School Committee on educational programs, services to augment current program offerings in the schools, or a contingency in the event of an unanticipated budget shortfall. School choice funds will be utilized annually to support the 1:1 Chromebook initiative.



### **FY2021 Budget Presentation and Review**

In February, the central office presented the FY2021 general fund operating budget to the School Committee, including net school spending compliance and comparable community analysis (demographic and financial). We highlighted the assumptions that underlie the FY2021 budget, including normal step and lane increases, a net decrease in special education tuition costs, the addition of technology support positions at the middle and high school levels, the addition of special education teachers and a board certified behavior analyst (BCBA) position at the elementary level, the establishment and staffing of a middle school level therapeutic program (STRIVE) to provide for a continuum of programming from the elementary level, and staffing to maintain desired class size at all levels of the district. The School Committee held public input sessions and reviewed district-level budget detail and a staff salary book that cross-walked salaries to the main budget document. The budget presented and reviewed was in-line with Town Manager Cohen's original recommended budget increase of \$2 million, \$ 61 million to \$ 63 million, to support the Chelmsford Public Schools.

The COVID-19 pandemic hit in mid-March and resulted in Town Manager Cohen recommending a reduction to the original budget plans for all Town departments, including the Chelmsford Public Schools. An assumed 20% reduction in local state aid (Chapter 70 and unrestricted general receipts)



## Chelmsford Public Schools

and downward adjustment of local receipts as a result of the COVID-19 pandemic resulted in the Chelmsford Public Schools budget being reduced to \$ 61,667,000. To accomplish this budget reduction and maintain the integrity of the programs, services and staffing originally planned for FY21, the school committee 1) reduced the FY21 curriculum adoption line item as the elementary literacy purchase was made with FY20 surplus local operating budget funds, 2) reduced the FY21 employee separation line item as costs previously budgeted in FY21 were paid with FY20 surplus local operating budget funds, and 3) reduced the FY21 out-of-district student tuition account as previously budgeted FY21 expenses were pre-paid with FY20 surplus local operating budget funds as a result of savings in regular and special education student transportation from the school closure and non-performance of service.

At the June 22, 2020 town meeting, representatives once again asked thoughtful questions, received straightforward answers, and approved (unanimously) the FY2021 revised funding request of \$61,667,000 to support CPS.

### **1:1 Technology Initiative**

In FY2019, an Information Communication and Technology Services Steering Committee was convened to discuss and plan for a 1:1 Chromebook implementation in the district. The committee's 24 members represented all our stakeholder groups. The committee brought together district and building administrators, teachers, technology integration specialists, technicians, unions, and parents. It was a diverse mix of interested parties, and everyone worked very hard to make sure critical components for the roll-out were addressed.

The committee followed the International Society for Technology in Education (ISTE) recommended guidelines to address planning a 1:1 implementation. This gave the committee a good starting point to think about all the changes that teachers, students, and parents would experience as this initiative unfolds. Documentation was produced to serve as a guide for the district as we begin this journey. The plan

they developed requires constant revisiting based on administrator, teacher, student, and parent feedback. This is both expected and encouraged. We want the CPS 1:1 initiative to be successful, and it will be, because the approach taken is deliberate and founded in the best instructional practices. Funding to launch the 1:1 Chromebook initiative was approved and the CPS 1:1 Chromebook initiative launched in FY2020.

### **Ratification of the Chelmsford Professional Support Personnel Collective Bargaining Agreement**

In August 2019, the School Committee ratified a three-year contract with the Chelmsford Professional Support Personnel bargaining unit covering the period from July 1, 2019 to June 30, 2022.

### **Ratification of the Chelmsford Teachers and Nurses Contract**

In November 2019, the School Committee ratified a three-year contract with the Chelmsford Teachers and Nurses bargaining unit covering the period from July 1, 2019 to June 30, 2022.

### **Ratification of the Chelmsford Building Custodians Contract**

In April 2020, the School Committee ratified a three-year contract with the Chelmsford Building Custodians bargaining unit covering the period from July 1, 2020 to June 30, 2023.

### **Chapter 70 and Legislative Funding Analysis**

The district contracted with Mr. Roger Hatch, retired MA DESE school finance administrator, to author a report detailing how the state funding formula (Ch. 70 aid) affects school finances in Chelmsford – historically, at the present time, and looking into the future – in light of the enacted legislation at the state level.

### **Elementary Literacy and Reading Program Adoption**

During the winter of 2020, the Chelmsford Public Schools (CPS) began piloting reading programs to adopt for the 2020 - 2021 school year. The current reading program, Journeys – published by Houghton Mifflin Harcourt

## Chelmsford Public Schools

(HMH), was originally adopted and implemented in grades K - 5 beginning in the 2011 - 2012 school year. The current Journey's program is no longer being published by HMH, and CPS is no longer able to support this reading program, thus necessitating a new reading program adoption for the 2020 - 2021 school year. Under the co-direction of Assistant Superintendent Hirsch and Kelly Rogers, Coordinator of ELL, Reading and Title I Services, a group of teachers representing all grade levels and schools K - 4 were assembled to pilot two reading programs – Into Reading published by HMH and Fountas & Pinnell Classroom, published by Heinemann. After reviewing all the data and reflecting on the process, it was determined that CPS will be using Fountas and Pinnell Classroom beginning in the 2020 -2021 school year. The pilot teachers for both programs and the administrators put a tremendous amount of time, effort, and thoughtful feedback into each program. These teachers and administrators were integral in making the final decision for our district.



### CPS Strategic Planning: 2020 and Beyond

In the fall of 2019, district staff initiated a strategic planning process to develop a new three to five-year plan for CPS with a review of current programs and services as well as the exploration of new areas to focus on in the years to come based upon feedback from the community, parents and staff. A number of surveys were developed and planning and visioning sessions were held to hear first-hand from our constituents

about their experiences with and desires for programming and services in CPS to best meet the needs of all learners. The strategic planning process was curtailed by the COVID-19 pandemic in the spring of 2020, as district staff shifted their focus to the development and support of remote learning. The strategic planning committee will reconvene this summer to review where they left off this past spring and finalize draft plans for public input this fall with the reopening of schools.

### Extended School Closure: Remote Learning

As has been referenced previously, this past year was truly like no other, what began as a regular school year ended with the statewide closure of schools in March due to the COVID-19 pandemic. Initially our staff worked to maintain remote contact with their students and provided them with enrichment and review activities as we geared up for the transition to full remote learning. Initially, we did not know if we would be out of our school buildings for a few weeks or the rest of the school year. As the weeks progressed and it became clear that we would not be going back to school for the remainder of the year, our staff received professional development and training on Google classroom and the Google suite of applications to enable them to initiate new learning content with their students. It was a difficult situation for all involved – students, parents, and staff. However, it was truly remarkable to see our community come together to support one another throughout the school closure. From our school nutrition staff implementing a Grab-and-Go daily feeding program to support our families in need, to our building custodians maintaining our facilities in the event we were allowed to return to school, all of our staff stepped up to support our students needs, ensuring first and foremost their health, safety and wellbeing. The district made a considerable effort to increase regular communication with families at the district and school level throughout the extended school closure. I sincerely appreciate the cooperation and understanding of parents and students as our district transitioned from in-person schooling to remote learning. We will use our experiences to



## Chelmsford Public Schools

inform and better our practices moving forward. Over this past year, we have accomplished much as we worked together. In addition to the developments already listed, we have taken steps to continue to rebuild both the school community's and the greater Chelmsford community's confidence in the school administration. I have worked closely with Town Manager Cohen and the members of his financial team to provide accurate and timely information on our budget to Chelmsford's boards. We will close the books on FY2020 with a positive fund balance, transferring any unexpended local budget appropriation to the circuit breaker revolving fund to help offset future unanticipated special education tuition costs, and we'll set aside remaining school choice funds as a reserve for School Committee use. Much work lies ahead, but I strongly feel we are continuing to move in the right direction. I am excited about our staff's past accomplishments in the district and look forward to a successful 2020/21 school year.

Yours truly,

Jay Lang, Ed.D.  
Superintendent of Schools





# Nashoba Valley Technical High School

*Denise P. Pigeon, Superintendent*

Nashoba Valley Technical High School is a regional technical high school established in 1969 to serve students grades 9–12 and also provides post-graduate programs for those between the ages of 18 and 25 years old in all career areas on a space available basis. Nashoba has earned an impressive reputation for producing community leaders as well as providing a vast amount of community projects for our district towns. Nashoba Valley Technical High School offers career preparation in 20 technical programs.

## Administration

Dr. Denise P. Pigeon	Superintendent
Mr. Jeremy Slotnick	Principal
Ms. Jeanne Savoie	Business Manager
Dr. Carol Heidenrich	Technology Director
Mr. Paul Jussaume	Vocational Operations and Facilities Director
Ms. Jobee O'Sullivan	Postsecondary, Continuing & Community Education Director
Ms. Gabriella White	Curriculum Director
Ms. Michelle Valhouli	Special Education Director
Ms. Kyla Callahan	Guidance and Admissions Coordinator
Mr. Jeff Scheminger	Vocational Technical Coordinator
Mr. Ed Storey	Team Chair
Mr. Ryan Wood	Dean of Students

## Chelmsford NVTHS School Committee Members

Mr. Donald Ayer  
 Mr. Lawrence MacDonald  
 Mr. Samuel Poulten  
 Alternate Ms. Clare Jeannotte



## Accreditation: New England Association of Schools and Colleges.

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

## The Year in Review

The core mission of a vocational-technical school is to impart to its students knowledge and skills that will be valuable for securing and having success in future employment. In order to achieve this goal, Nashoba Valley Technical High School must constantly look to the future in order to determine the necessary skills that will be valued in an economy yet to come. In the 50 years that have passed since Nashoba Valley Technical High School opened its doors in September 1969, in-demand skills have changed along with career pathways and technology. Nashoba Tech's history is one of near-constant adaptation; not just to keep pace with a rapidly-changing world but to anticipate those changes and keep learning relevant. These changes have come about both in the technical programs that Nashoba offers and in the facilities and equipment of the building.

Extensive renovations continue in our Health Assisting and Dental Assisting programs, which will allow students to learn in modern true-to-



## Nashoba Valley Technical High School

life program areas. This project was led by our very own Construction Cluster students and staff, and supported by a Workforce Skills grant, Massachusetts Skills Capital Grant Program.

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

- Advanced Manufacturing
- Auto Collision Repair & Refinishing
- Automotive Technology
- Biotechnology
- Carpentry
- Cosmetology
- Culinary Arts
- Dental Assisting
- Design and Visual Communications
- Early Education and Care
- Electrical Technology
- Engineering Academy:
  - Robotics & Automation
  - Engineering Technology
- Health Assisting
- Hospitality Management
- Marketing
- Plumbing & Heating
- Programming and Web Development
- Television and Media Broadcasting/Theater Arts
- Veterinary Assisting

### Special Academic Programs

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

### Dual Enrollment

The Dual Enrollment program is a state sponsored program that allows eligible NVTHS students the opportunity to enroll in courses at a local college while they are still in high school. The Dual Enrollment Program is available to any junior or senior who meets the criteria adopted by both the State and the School District. Juniors who are eligible and recommended by teachers/

administration may elect to enter the Dual Enrollment Program and take courses their junior and senior years at a two- or four-year public college or private institutions in Massachusetts or New Hampshire. The program allows a student to attend Middlesex Community College, Mt. Wachusett Community College, U Mass Lowell or Fitchburg State University on a full time basis, while still enrolled at NVTHS as a high school student. Credit for the courses applies to both the high school and college transcripts. Upon completion, students receive their high school diploma from Nashoba and one or two years of college credit. Many Nashoba students in recent years have graduated with an Associates degree from a college and their high school diploma at the same time. Also, individual study programs for talented students are directed to their area of excellence. Many of our students are accepted at such distinguished institutions as MIT, Ithaca College, Emerson College, Boston University, and University of Massachusetts, among others.

### Early College

In January of 2019, Nashoba became the first vocational school to be awarded the Early College designation from the Department of Elementary and Secondary Education. Students can apply to participate in the Early College at Nashoba program beginning in their junior year. This program allows students to remain at Nashoba Valley Technical High School, enroll in "concurrent" enrollment classes at NVTHS, and earn credit at both Nashoba and Middlesex Community College. Students would be expected to complete a minimum of 12 or more credits between their junior and senior year. These credits are offered at no cost to the student or their families. Additionally, beginning with the class of 2022, students will enter the program with one credit earned for Career Exploration. This course is taken by all students in grade 9 when they participate in their required Freshmen Exploratory of all Nashoba's technical programs. In future years, all students will earn one credit apiece for a First Year Seminar and a Service



## Nashoba Valley Technical High School

Learning course, both of which are currently in development. Early College at Nashoba students have all the resources of Middlesex Community College available to them. They become college students with access to libraries, technology centers, and support services available at the college. Nashoba's teachers work with a mentor from Middlesex to design the course and to help students get the most benefit from this unique experience.

### Community Service Projects

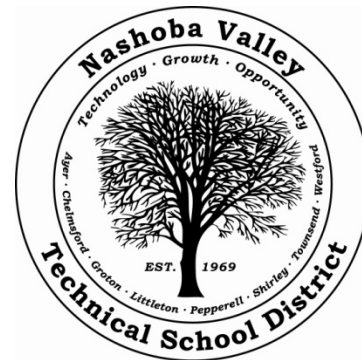
Nashoba is unique in its approach to community service and its relationship to its district towns. Students and their instructors travel to various sites within our district to work on community service projects that have been approved and selected for their benefit to the community and the learning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

### Student Activities

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

### Continuing & Community Education

Nashoba Tech's Continuing Community Education Program offers many late afternoon and evening classes to our community, such as Electrical, Advanced Manufacturing, and Driver's Education. Additional information can be found on the NVTTHS website.





## Police Department

*James M. Spinney, Chief of Police*



I herein respectfully submit the Annual Report of the Police Department for FY 2020. The department's sworn complement remained at 54 permanent officers. The philosophy of the department continues to emphasize community policing strategies and initiatives that enhance the overall safety of the community. It is our goal to work in partnership with all the citizens of Chelmsford, to address and resolve issues of concern, and to improve the overall quality of life for those that live, work or visit Chelmsford. Our top priorities continue to include traffic related complaints, disturbance and nuisance calls and drug and alcohol violations. These quality of life issues are of paramount importance in maintaining order and providing an overall sense of safety and security throughout the town.

### ADMINISTRATIVE DIVISION

CHIEF OF POLICE  
James M. Spinney

DEPUTY CHIEF  
Daniel J. Ahern

### PATROL DIVISION LIEUTENANTS

Lt. Edward Quinn  
Lt. Todd Ahern  
Lt. Gary Hannagan  
Lt. Jason Hanscom  
Lt. Jason Poor

### PATROL DIVISION SERGEANTS

Sgt. Philip Dube  
Sgt. Francis Goode, Jr.  
Sgt. Stephen Fredericks  
Sgt. Paul Richardson  
Sgt. Craig Walsh  
Sgt. Steven Hawkins

### INVESTIGATIVE DIVISION

Lieutenant John Roark  
Sgt. William Carlo  
Detective Jeffrey Blodgett  
Detective George Tyros  
Detective Brian Ubele  
Detective Robert Brown

### SPECIAL SERVICES DIVISION

Lieutenant Colin Spence  
Traffic Officer Ryan Callahan  
Traffic Officer Nick Ziminsky  
School Resource Officer Rebecca Tyros  
(High School)  
School Resource Officer Daniel Sullivan  
(Parker Middle School)  
School Resource Officer Daniel Goguen  
(McCarthy Middle School)  
K-9 Officer David Leo

### DEPARTMENT CRIMINAL PROSECUTOR / LOWELL DISTRICT COURT

Sgt. Jeffrey J. Bernier



# Police Department

**PATROL DIVISION OFFICERS**

David Mackenzie Jr.  
 Robert Murphy, Jr.  
 Anthony Spinazola  
 Timothy Bourke  
 Christopher Zaher  
 Daniel Reid  
 Brian Richard  
 Daniel Goguen  
 Nicholas Ziminsky  
 Ryan Callahan  
 Kenneth Meehan  
 Shawn Brady  
 Ashley Gallant  
 David Linstad  
 Matthew Fernald  
 Aidan Gillis  
 Ashley Rokas  
 Keith Leczynski  
 Craig Mead  
 Christopher Mauti  
 Riley O'Keefe  
 Kaleigh Yuan  
 Steven Conklin  
 Matthew Sech  
 Derek Hill  
 Nicholas Thayer  
 Shawn Lefebvre  
 Steven Buckley  
 Aaron Philaphandeth  
 Kevin Quinn  
 Brandon Reedy  
 Christopher Robinson

**PUBLIC SAFETY DISPATCHERS**

David DeFreitas  
 Richard Demers  
 Timothy Goode  
 Lisa Demers  
 John Poor  
 Kevin Proulx  
 Shawn Brewer  
 Alexandra Hayden  
 Andrew Houmiller

ADMIN ASSISTANT - Melissa Nolan  
 RECORDS - Marissa Cameron  
 ACCOUNTING - Katie Bennett  
 FACILITY MAINTENANCE - Carl Koch  
 FLEET MECHANIC - Todd Barry

Permits, fines, and fees	\$15,260
Parking Tickets	\$ 7,105
Towing Receipts	\$46,746
<b>BREAKDOWN OF ARRESTS</b>	
Adult Arrests	188
Juvenile Arrests	1
Total Arrests	189
<b>MISCELLANEOUS STATISTICS</b>	
Total Police Activity	34,801
Summons Served	204
Accidents Reported	709
Fatal Accidents	1
Citations Issued	1,839
Motor Vehicle Stops	5,240
Parking Violations Issued	78
Restraining Orders	59
Alarm Calls Responded to by Cruisers	1,229
Medical Calls	3,162
Opioid Overdoses	27
Opioid OD Fatalities	2
Suspicious Activity Calls	964
Disturbance Calls	457
Domestic Calls	375
O.U.I. Alcohol	17

**ACHIEVEMENTS**

Over 34,500 Incidents / Interactions were handled by officers during FY 20. While our violent crime rate remained extremely low for a community the size of Chelmsford, we continue to see property crimes related to thefts from motor vehicles, shoplifting and vandalism. The police department is continuing in its efforts to reduce and deter these types of crimes.



## Police Department

The Chelmsford Police Department in collaboration with the Tewksbury Police Department, the Billerica Police Department, the Dracut Police Department, and the Tynngsboro Police Department have implemented a follow-up program to address the needs of residents who appear to be suffering from addiction issues, as well as mental health challenges. Through a grant from the Greater Lowell Health Alliance all five communities now have access to a full-time medical clinician. This medical clinician will respond to our communities and work alongside officers to facilitate follow-up medical treatment. We have continued to expand this program which has resulted in the ability for the Police Department to deploy the clinician in the field to deal with persons in need. During these deployments the clinician can examine persons in need and help make a determination as to the next steps to assist with proper care and treatment.

The Chelmsford Police Department has also partnered with Uber-Health. By working with Uber-Health, the police department will be able to arrange for free transportation for those with substance abuse and or mental health issues that otherwise would not be able to get to their medical appointments. We are also actively working towards securing a second full-time clinician to expand services to our communities.

The Chelmsford Police Department has also initiated a substance abuse Follow-up Response Procedure. When the Police Department responds to a Chelmsford resident who has experienced an opioid, or other type of overdose a detective will be assigned to follow-up with the victim and or victim's family. The goal is to work with victims of addiction and their families and assist with facilitating follow-up medical care and treatment.

With the goal being to get dangerous narcotics off the street the Chelmsford Police Department has implemented a drug pickup program. Any Chelmsford resident or business owner who has unused or unwanted medication at their residence or business can drop off that medication at the Chelmsford Police Department main lobby. If someone has issues with transportation and cannot respond to the Chelmsford Police facility a detective can be contacted and will respond to the residence or business and take custody of the medication.

The Chelmsford Police Department is also pleased to announce that we have continued to expand the School Resource Officer Program. In addition to having a School Resource Officer assigned to the High School on a full time basis we have added a full time School Resource Officer for assignment at the Parker, as well as a third School Resource Officer to be assigned at the McCarthy Middles School. This program has been well received and has allowed the Police Department to regularly interact with school officials and students.

### **CRITICAL INCIDENT / SCHOOL AND WORKPLACE SAFETY**

The Chelmsford Police Department continues to make school and workplace safety a top priority. During FY20 the Chelmsford Police Department conducted numerous training sessions with local businesses and churches in the community. This training focuses on enabling stake holders to develop and implement safety plans to prepare for and respond to a critical incident.

The Chelmsford Police Department also conducted a full-scale exercise involving a reported active / critical incident. These exercises were a collaborative effort between the Chelmsford Police Department, the Chelmsford Fire Department, Trinity Ambulance, and Greater Lowell E.M.S. The focus of this training was to enhance coordination and communication between all first responder agencies that would respond to such an incident.

# Police Department

### OFFICER AWARDS

This year's Police Foundation Awards Breakfast was canceled due to the COVID-19 pandemic.

### PERSONNEL CHANGES

Sgt. Jason Poor was promoted to the rank of Lieutenant.

Detective Steven Hawkins was promoted to the rank of Sergeant.

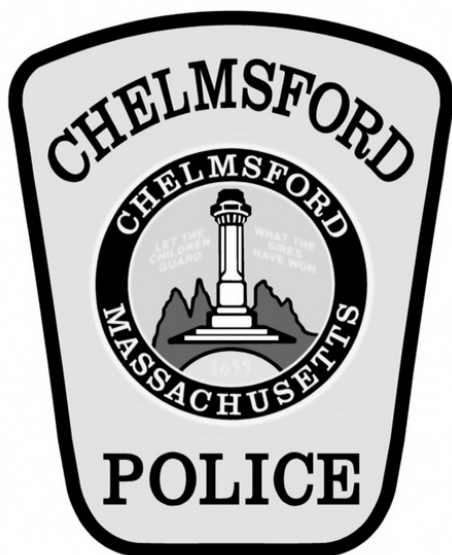
### RETIREMENTS

Lieutenant Edward Smith retired after 32 years of service.

### GRANTS

The Police Department received the following Grants during Fiscal Year 2020:

State 911 Dispatching Grant	\$ 102,900
Emergency Medical Dispatch Training Grant	\$ 15,242
EOPS Pedestrian & Bicycle Safety Grant	\$ 1,732



### CHIEF'S STATEMENT

It is truly an honor and privilege to serve as the Town of Chelmsford's Police Chief. Having served on the Chelmsford Police Department for over twenty-six years I have come to know what the people of this community expect and demand from our Police Department. As Chief of Police I will ensure that the Chelmsford Police Department moves forward continuing to be a highly professional, ethical, and responsible agency, focusing on quality of life issues, and being proactive in the deterrence and prevention of crime. I will also make it a priority that the Chelmsford Police Department deploys resources towards community policing efforts while striving to be a responsive and adaptive agency to the needs of this community.

I look forward to working as a team with the other Departments and entities in town making sure that Chelmsford stays on track as a great community to live, work, and visit.

Respectfully submitted,

James M. Spinney  
Chief of Police



## Police Department *Auxiliary Police*



### **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.

The Director of the Auxiliary Police Unit is Lieutenant Hannagan who oversees Supervisor of the Auxiliary Unit, Sergeant Francis Goode. The Auxiliary Police Unit is comprised of approximately 17 Special Traffic Officers and 5 Auxiliary Police Officers. The Unit is built on the chain of command. The sole purpose of the unit is to coordinate with numerous special events including but not limited to road races, bike path events, sport tournaments, parades, and other town wide events. The unit is strictly on a volunteer basis.

As a bonus the Special Traffic Officers are allowed to work paid traffic details during the course of the year.

Lieutenant Gary Hannagan #

### **DIRECTOR**

Lieutenant Gary Hannagan

### **SUPERVISOR**

Sergeant Francis Goode

### **SPECIAL TRAFFIC OFFICERS**

Ret. Lt. Edward Smith  
Ofc. James Akimchuk  
Ofc. Andrew Houmiller  
Ret. Sgt. Francis Teehan  
Ofc. Mark Cianci  
Ofc. Gregory Jump  
Capt. Richard Demers  
Ofc. David Boyle  
Ofc. Michael Martell  
Capt. Kevin Proulx  
Ofc. Cody Hamel  
Ofc. Cody Merrill  
Sgt. Peter Ravanis  
Ofc. Allie Hayden  
Ofc. Leo Tousignant  
Sgt. Richard Goyette  
Ofc. Kevin Holston

### **AUXILIARY OFFICERS**

Aux. Christopher Chipchak  
Aux. Bryan Moran  
Aux. Bryan Gardner  
Aux. Nick Tziolis  
Aux. Christopher Kenny

# Police Department

## Auxiliary Police

**ABOUT US:**

Members participated in several mandatory events throughout the town. In addition the unit assisted in over 4 road races and bike path events during the fiscal year. There was a substantial drop in events from the previous year specifically in mandatory events as well as road races and bike path events. This can be directly contributed to the COVID-19 pandemic. The Auxiliary Unit also provides security on a number of major incidents in the town, most recently the BLM Vigil on the common. It should be noted that many of these events would not be as successful as they are, without the resource of the Auxiliary Unit.

In addition to the 4+ road race and bike path events, there are currently 7 mandatory events that the Auxiliary Unit needs to attend: (Memorial Day Parade (Cancelled), Senior Pictures on the Common (Cancelled), July 3rd Town Fair, 4th of July Parade (Cancelled), Bay State Marathon, Halloween, and the Holiday Tree Lighting Event).

Since the last annual report (FY2018-2019) we have added new members to the branches of the Auxiliary Unit. As seen on the Staff Page, the unit now consists of 17 Special Traffic Officers and 5 Auxiliary Officers.

As of this report the Unit has received leave of absence from Special Traffic Officer Zachary Warnock, who is currently working for BAE systems in a more supervisory position. We have added two new Special Traffic Officers, Cody Hamel and David Boyle, both former Auxiliary that finished the MPTC Part-Time Academy. Auxiliary Robinson was also removed from the Auxiliary Unit and recently completed the MBTA Police Academy and is employed full-time with the Chelmsford Police Department. We are also pleased to announce that we have an addition of 1 retired officer to the Special Traffic Officer Unit, Retired Lieutenant Edward Smith.

**MONTHLY MEETINGS AND TRAINING:**

The Auxiliary Unit takes pride in their work and dedication to the members and stakeholders of the community in which they serve. We currently hold monthly meetings on the third Monday of every month. Meetings consist of Guest speakers and keeping its members apprised on legal updates and training. Over the last year we have continuously gone over policy and procedure and rules and regulations with the members to instill professionalism and accountability within the unit. ALL Special Traffic Officers still complete the same In-Service training through the Massachusetts Police Institute as Full-Time Officers within the Chelmsford Police Department.

In addition to the monthly meetings our unit is yearly certified by Aux Captain Demers in CPR/AED training. All of the units Special Traffic Officers have to qualify with their service weapon under MPTC firearms guidelines. I am proud to report that all Special Traffic Officers have passed this year's firearms training with Officer Nicholas Ziminsky and Officer Daniel Goguen.

**FUNCTIONS:**

In FY 2019-2020 the Chelmsford Police Department Auxiliary Unit performed the following functions within the course of their duty:

Events	400 Hours for the Unit
Ride Along	Eliminated from Program
Auxiliary Meetings	250 Hours for the Unit
Training	450 Hours for the Unit



## Police Department *Auxiliary Police*

### **MOVING FORWARD:**

In FY 2020-2021 we will continue to keep staffing where it is, but we are always welcoming possible new members to the unit.

In Closing, we observed the biggest decline in events within the Town of Chelmsford over the last year, much in part to the COVID-19 pandemic. In the coming years, the Auxiliary Unit will undoubtedly see increases in road races, bike path events and special events throughout the town. As we grow, the unit will adapt and continue to provide professional and knowledgeable service to the individuals of the community. The members of this unit will continue to work in partnership with the full-time officers of this department and the citizens of Chelmsford. We will constantly strive to embrace a foundation of integrity and code of ethics to provide the highest standard for the community and its stakeholders.



## Police Department Animal Control



Every year, Animal Control is tasked with keeping our residents, domestic animals, and wild life safe and healthy through education and enforcement of state and local ordinances. Our goal has always been to promote the humane treatment of

both domestic and wild animals as we, as a society continue to expand into the habitat of our wild neighbors. We meet these challenges head on and embrace the constant fluidity working for the best outcome of all involved. FY20 has been no exception.

This year we have experienced much success with the rehoming of several dogs who have been thrown to the curb and abandoned. We attribute some of this success to the launch of our Animal Control Facebook page and the diligent work with our partnering organizations – such as: Lowell Humane Society and Bay State Dog Rescue. Because of these affiliations we have found forever homes for these dogs.

We were successful in saving several Red Tail Hawks from secondary poisoning with the assistance of Tufts Medical Hospital. Also, believe it or not we were able to capture and rehome a beautiful male peacock. Animal Control is so much more than being a “Dog Catcher.” These are the cases that make this job so rewarding.

None of this would be possible without the confidence and encouragement of the Chelmsford Police Command Staff, direction and constructive criticism of fellow officers, the Town Manager, Board of Selectmen, and our wonderful citizens.

Sincerely,

ACO Mark A. Cianci

CALLS FOR SERVICE	773
INFORMATIONAL CALLS	1,400
DOG LICENSED INFY2019	4,292
ANIMALS TAKEN TO POUND	20
ANIMALS RETURNED TO OWNERS	14
ANIMALS TO FOSTER FACILITIES/ ADOPTION	6
ROAD KILLS DISPOSED OF	221
ANIMAL BITES	32
OTHER FUNDS COLLECTED	\$500.00
CITATIONS FOR UNLICENSED DOGS	7
COURT SUMMONS/ACTION TAKEN	0

### Animal Control's Mission:

To protect the health and welfare of all our residents. As well as to promote the humane treatment of both domestic and wild animals through education and enforcement of state and town ordinances.



## Fire Department *Gary Ryan, Fire Chief*

### Fiscal Year 2020 Chelmsford Fire Department

**Gary Ryan**  
Chief

**Michael Donoghue**  
Deputy Chief

**Unit 1**

Captain Marc Pare  
Kevin Clarke  
John Robinson  
George Ryan  
Robert Gardner  
Timothy Shanahan  
Michael Maher  
Michael Ducharme  
Michelle Sacco  
Jason Turner  
Gregory Segnini  
Timothy McNiff  
Aubrey Pine

**Unit 3**

Captain Kevin O'Brien  
Christopher Brothers  
William Amundson  
Keith Lindsay  
Michael Young  
Garrett Walsh  
Edward Casey  
Patrick Daley  
Joshua Turner  
Andrew Micu  
Nicholas Hamilton  
Gary Baker  
Scott Newcomb

**Unit 2**

Captain Daniel Manley  
William Keohane  
Leo Manley  
William Bennett  
Casey Phelan  
Michael Nelson  
Joshua Abbott  
Evan Boudreau  
Erik Byam  
Donald Kohl  
Robert Albon  
Derek Hamilton  
Kenneth Labrecque

**Unit 4**

Captain Daniel Funaro  
William Bacon  
Daniel Corey  
Jeffrey Cancelli  
Thomas Brothers  
Michael Chiasson  
Edward Boisseau  
Michael Brothers  
David Maher  
David Houle  
Gregory Sparks  
Patrick McGarry

**Fire Prevention Captains**

Daniel Koutsoufis  
Ryan Houle

**Fire Prevention Clerk**

Jo-Ellen Carkin

**Training Captain**

John Kivlan  
William Schellbach

**Mechanic**

Frank Fader

**Clerical**

Anna Griffin



**William "Bill" V. Cady, Jr.**, age 71, sadly passed away on October 3, 2019 at his home in Singer Island, FL. Bill joined the Chelmsford Fire Department in 1971 and assumed the role of the department's first Fire Safe Education Officer in 1996. He demonstrated a passion for teaching fire safety to early elementary students and served as a role model for future educators. In 2001, Bill retired from the department after serving 30 years. We celebrate his incredible life and commit ourselves to carry on his legacy by continuing his noble work.





## Fire Department



On June 28, Pastor Steve Burkett delivered his final sermon at The Congregational Church in North Chelmsford. "Pastor Steve" has served as the Congregation's Pastor since 1996 and has faithfully served as the Chelmsford Fire Department Chaplain since 2001. Through the years, Pastor Steve has blessed our new fire station, paid visits to injured firefighters, attended calling hours at funeral homes, and led prayers at 9-11 programs and official ceremonies. In moments of tragedy, he has offered solace to firefighters and community members in need. Pastor Steve would frequently stop by the fire stations to have lunch with the on-duty crews and learn more about their lives outside of work. As a result, Pastor Steve has become an important part of our family. He provided comfort and friendship to all he encountered and we wish him and his family well on their return home to Maine. Enjoy your retired life, Pastor Steve, knowing you have made a difference.

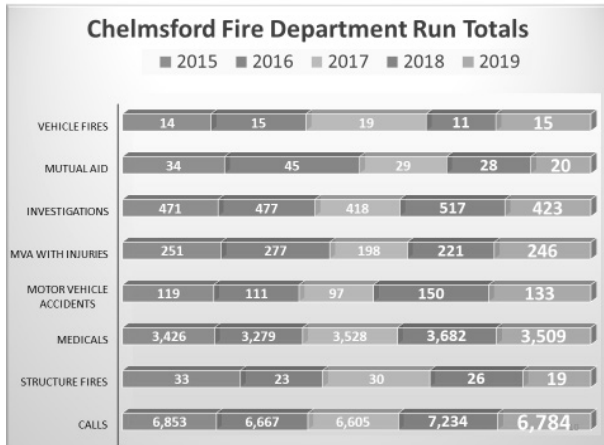


I would like to thank the residents of Chelmsford for always supporting the Chelmsford Fire Department. This past year we were able to purchase our 2020 Pierce Fire Engine. Deputy Donoghue, mechanic Frank Fader, and several others have been working to install the required life safety equipment on the new apparatus. Training is taking place and the new engine will be placed into service in August.

Chelmsford military veteran Aubrey Pine joined the department on September 4, 2019. In March, Firefighter Pine graduated from the Massachusetts Fire Academy. We welcome him to the Department and wish him a long and successful career.



## Fire Department



Over the years, the fire service has dealt with several pandemic events. Since the 9/11 attacks, they have answered the calls for biological terrorism and dealt with emerging diseases from H1N1, SARS, and numerous Flu outbreaks. Like the rest of the country, the residents of Chelmsford have been significantly impacted as COVID-19 proliferated throughout Massachusetts. Everything changed at a moment's notice, especially for those providing emergency services while under the threat of COVID-19. In the midst of this challenge, the Chelmsford Fire Department continues to deliver services our residents need and have come to expect from us. COVID-19 has changed just about every aspect of the Chelmsford Fire Department. From social distancing guidelines that prompted new operating protocols to discontinuing participation in community events, like station tours and allowing outside access to our conference room. The Department also transitioned to an online permitting system to process permits and review building plans. All this was done to minimize "in person" visits to Town Hall and our Fire Stations. Inside the Fire Stations, we also took steps to minimize exposure; firefighters would begin each shift by having their temperatures taken to screen for COVID-19 symptoms, technical team-based training was revised by assigning fewer firefighters to a task, and enhanced

cleaning measures were undertaken. Stations, bunkrooms, and apparatus were sanitized with an electrostatic sprayer, which uses "atomized" sanitizer that clings to surfaces and actively kills pathogens for 24 hours after application. Biocontamination control measures were implemented for potential exposure. The 911 public safety dispatchers performed a critical function as they implemented enhanced caller screening by asking targeted questions in an effort to triage calls. The information gathered from dispatch provided emergency responders crucial situational awareness when responding. Operationally, all fire department responses took on the aspect of a potential COVID-19 exposure. Protocols mandated enhanced personal protective equipment to align with CDC recommendations and when possible, fewer firefighters entered a home or business to minimize exposure. Our interaction with the public was changed as initial medical assessments were often conducted from a distance of six feet to protect both the responder and patient. Our Fire Prevention Office was re-engineered to conform to COVID-19 infectious control practices. Plexiglass barriers were erected to protect against airborne droplets and occupancy limitations were put into effect.

As a public safety official in Chelmsford, I am proud of the response and level of service shown by the members of the Chelmsford Fire Department. Our members are well trained and dedicated to keeping the community safe. We are used to dealing with the "unknowns" and this has been one more to which we are adapting. The Chelmsford Fire Department is grateful for the outpouring of support we have received from the community. The generous donations and kind messages are very much appreciated. I'm also thankful for the collaborative approach taken by all town officials in managing this outbreak. We communicate daily while closely monitoring and analyzing new developments. We are committed to maintaining the high level of care that the town has come to expect.

## Emergency Management Agency *Steve Maffetone, Director*



Steve Maffetone – Director  
Paul Eriksen – Assistant Director  
John E. Abbott  
Richard Day  
Bill Ohm

The Office of Emergency Management has had a busy fiscal year in 2020 managing potential impacts to Chelmsford throughout the year.

Chelmsford Emergency Management Agency (CEMA) worked closely with the many of the Town Departments including Health, Police, Fire, Accounting, DPW in the overall management of the COVID-19 pandemic. CEMA helped secure personal protective equipment for our first responders and assisted in coordination of FEMA and CARES Act funding. CEMA was called on to deploy our Soft Shelter System in support of Lowell General's pandemic efforts at the Saint's Campus and UMass Lowell field hospital. CEMA worked in conjunction with Fire, Police, and Public Works in preparation and support for several severe weather events over the past year.

Chelmsford Emergency Management asks all residents to be prepared and be informed. As we have seen across the globe, weather impacts have greatly increased with a variety of severe weather events, including droughts, floods and wildfires. It is important for residents to plan for prolonged power outages and learn the practical steps you can take to keep your family and home safe.

While power is often restored in a reasonably short period of time, history has shown that more destructive hurricanes and winter storms can cause prolonged power outages. Restoration can be hindered by downed trees, wires, debris blocking roads, and flooding that limits the utility companies' ability to access impacted areas.

Enroll in National Grid's **Stay Connected During Storms and Outages** <https://www.nationalgridus.com/ma-home/storms-outages/stay-connected.aspx>

Visit <https://www.nationalgridus.com/MA-Home/Storms-Outages/Outage-Map> or download National Grid Outage Map to your Smart Phone or portable device to receive live updates on your outage. The Town of Chelmsford's Public Safety Departments work closely with National Grid during any outage event and throughout the year.

**Do not call 9-1-1 to report your power outage or to ask for outage information; use 9-1-1 only for emergencies.** Contact your utility company to report the outage and get restoration information.

Check in on friends, family, and neighbors, particularly those most susceptible to extreme temperatures, such as seniors, and especially those who do not have cell phones or access to social media.

If you have life-support devices that depend on electricity, contact your local electric company about your power needs for life-support devices (home dialysis, suction, breathing machines, etc.) in advance of an emergency. Let the fire department know that you are dependent on life-support devices.



## Emergency Management Agency



During emergencies, information may be available from a number of sources. Some of the primary ways to get information during an emergency include:

Town of Chelmsford website for the Community Notifications

Register on the Code Red system on the Town of Chelmsford website

Facebook at Chelmsford Emergency Management

Twitter at Chelmsford Mass EM@Chelmsford\_EM

Ping4alerts! - Free mobile app - available for iOS and Android devices

MEMA's Twitter and/or Facebook accounts

Monitor local media (TV and radio)

Call 2-1-1 for Non-Emergency Assistance. 2-1-1 is the Commonwealth's primary telephone call center during times of emergency and is able to provide information on emergency resources, such as shelter locations.

Visit "Be Prepared" on the MEMA website for further information: <http://www.mass.gov/eopss/agencies/mema/be-prepared/>

The Chelmsford Emergency Management Agency is made up of volunteers serving the community. Thank you to the members of the Chelmsford Emergency Management Agency for all their hard work and dedication over the past year. I would also like to thank Town Manager, Paul Cohen, and all the Town Departments for their support.

For additional information contact me at [smaffetone@chelmsfordma.gov](mailto:smaffetone@chelmsfordma.gov)

Respectively submitted,

Steve Maffetone  
Director



# Department of Public Works

*Gary Persichetti, Director*



The Department of Public Works (DPW) consists of eight Divisions (Engineering, Facilities, Highway, Parks, Public Buildings, Recycling and Trash, Sewer, and Stormwater).

All DPW Divisions are located at 9 Alpha Road with the exception of the Facilities maintenance shop which is located behind the High School.

The Town hired BW Construction, Spencer, MA (with oversight by Weston & Sampson Engineers) to complete the Alpha Road Renovation project which included office space for the Stormwater Division staff, storage for Engineering/Sewer files as well as a training room.

### **Engineering Division**

The Engineering Division provides technical support to many Town departments and committees, including the Planning Board, Conservation Commission, Town Manager, Board of Selectmen, Zoning Board of Appeals, Assessors Department, Town Clerk, and Sewer Division. Additionally, the engineers design, provide construction layout and inspections for several projects constructed by the Highway Division.

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

- Various roadway resurfacing and improvement projects by the DPW – Highway Division
- Central Square sidewalk improvements
- Friendship Park reconstruction
- Parking lot improvements at Harrington School.
- DOT Permitting for improvements to Chelmsford Street.

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

- 278-282 Mill Road Comprehensive Permit
- 56 Pile Drive Subdivision and Comprehensive Permit
- 152 Turnpike Road Comprehensive Permit
- 23 Industrial Ave Comprehensive Permit
- 11 Cushing Place Site Plan
- 9 Burton Hill Road Subdivision
- Land off Tobin Ave Subdivision
- 7 Gorham Street Comprehensive Permit
- 59-65 Princeton Drive Site Plan
- Ready Way Subdivision
- 50 Hunt Road Comprehensive Permit
- 241 Littleton Road Site Plan
- 104 Turnpike Road Site Plan
- 7 Progress Ave Site Plan
- 235 Littleton Road Comprehensive Permit
- 53 Parkhurst Road Site Plan
- 26 Wildwood Street Subdivision
- 254 Billerica Road Site Plan
- 27 Katrina Road Site Plan
- 59 Parkhurst Road Site Plan
- UPS Expansion Site Plan
- 44 Central Square Comprehensive Permit
- 240 Groton Rd Subdivision



## Department of Public Works

### Ongoing projects consist of:

- Building and updating sewerage and drainage base maps for GIS use. The DPW maintains a system for Town employees to access plans and other information from the field with an online application for GIS.
- Continued working with design engineers for intersection improvements at the Billerica Road/Riverneck Road and Concord Road/Boston Road/Parker Road intersections. These projects are part of MassDOT's Transportation Improvement Project cycle and will have roadway, pedestrian and drainage improvements. Billerica Road/Riverneck Road began construction in the fall of 2019. Boston Road/Concord Road intersection improvements are scheduled for 2021.
- Worked with Consulting Engineers for design of underground utilities, roadway and pedestrian improvements on Cushing Place. This project is funded from a MassWorks Grant. Work began on this project in spring of 2020.
- Developed a plan to process and accept the unaccepted streets within the Town. By accepting the streets, additional funding can be received from the MassDOT Chapter 90 reimbursement program.
- The Engineering Division helped acquire a grant from the State through the Municipal Vulnerability Preparedness (MPV) program for the design of the reconstruction of the two Dunshire Drive culverts. The design takes into account the effects climate change may have on this neighborhood and the culverts. The Engineering Division provided survey, design review and administrative support for this project.
- Assisted consulting engineers with the design of the mechanic's garage at the DPW location (9 Alpha Road).
- Worked with Consulting Engineers for maintenance of the Landfill at Swain Road.
- Assisted the Roberts Field Improvement Committee.
- Continuing updates to the pavement management system.
- Ongoing updates to the Town Assessor Maps.
- Review, inspect and coordinate tree work within Town roadways.
- Prepared and recorded various documents for drainage easements and conservation notice of intents.

- Worked with MassDOT on Bridge improvements on North Road.
- Member of the NMCOG Regional Stormwater Collaborative.
- Weston and Sampson Engineers were hired to create a Stormwater Master Plan for the Town to help direct future resources to maintain, protect, and improve the assets and natural resources of the Town through proactive stormwater management. This plan will be completed in August 2020. As part of this project, the consultant performed a preliminary inspection on all of the culverts in Town. The Engineering staff provided supporting material and oversight for the creation of the master plan.
- The Stormwater Master Plan Advisory Committee (SWMPAC) was created to help direct development of the Town's Stormwater Management Master Plan as described above. The committee is comprised of residents from various precincts and individuals representing various Town Departments.

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

### Stormwater Division

The Stormwater Division oversees the Stormwater Management Program. The Town of Chelmsford is required to maintain compliance (managing the runoff from rain storms and snow melt) with the EPA Phase II National Pollutant Discharge Elimination System (NPDES) permit. This permit is in place to allow Towns to control water pollution by regulating the point sources that discharge pollutants into our water systems. The EPA announced effective date of the General Permits for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) in Massachusetts to be July 1, 2018. In 2018, Fall Town Meeting approved the operating budget for the Enterprise Fund. The utility began collecting funds in January 2019.



## Department of Public Works

### The control measures in place are as follows:

- Student education and outreach: The Town has presented stormwater lesson plans to over 350 students in Chelmsford public schools. The lessons included information on stormwater pollution, watersheds, and a demonstration of the Enviroscape Model which enables the students to receive a hands-on lesson about point-source and non-point-source stormwater pollution.
- The Town Engineer and Stormwater Engineer presented at the Chelmsford Business Association's (CBA) meeting in October 2019. Helpful tips for how businesses can help keep stormwater clean were included in the CBA newsletter.
- The Town performs ongoing reviews of construction site plans to assure that they meet the standard erosion and sedimentation protection requirements as well as the water quality standards. Proposed projects are reviewed for compliance with the MA Stormwater Standards. All redevelopment designs must show improvements to water quality runoff.
- Post construction stormwater runoff control: Design engineers are required to submit as-built drawings and letters certifying construction has been conducted in accordance with the plans. Follow-up inspections conducted by DPW staff ensure that facilities are working as proposed.
- Street/Sidewalks/Lots/Catch Basins: All public streets, sidewalks and municipal parking lots were swept utilizing town owned and operated equipment. All storm drains were cleaned by a private contractor and inspected by Town personnel.
- The Town's GIS maps are updated to show the latest stormwater infrastructure.
- Utilized UMass Lowell interns to complete the drainage maps and perform outfall inspections.
- Weston and Sampson Engineers were hired to create a Stormwater Master Plan for the Town to help direct future resources to maintain, protect, and improve the assets and natural resources of the Town through proactive stormwater management. This plan will be completed in August 2020. As part of this project, the consultant performed a preliminary inspection on all of the culverts in Town. The consultant also created catchment delineation maps for all the outfalls in Town.

- The Stormwater Master Plan Advisory Committee (SWMPAC) was created to help direct development of the Town's Stormwater Management Master Plan as described above. The committee is comprised of residents from various precincts and individuals representing various Town Departments.
- A Stormwater Management Plan was developed for the MS4 Permit compliance. This plan outlines all the requirements in the MS4 Permit and how the requirements are being met. It also outlines the responsibilities of the various municipal departments in assuring the continued success of the plan. This plan was posted for public comment and then published to the Town website.
- Many public outreach posts were added to the DPW Facebook page including a stormwater photo contest, trivia questions and a town-wide localized flooding survey.
- An Illicit Discharge Detection and Elimination (IDDE) program began this year to systematically find and eliminate sources of non-stormwater discharges to its municipal separate storm sewer system and implement procedures to prevent such discharges.
- The Stormwater Division helped acquire a grant from the State through the Municipal Vulnerability Preparedness (MPV) program for the design of the reconstruction of the two Dunshire Drive culverts. The design takes into account the effects climate change may have on this neighborhood and the culverts.

### New projects this year include:

- Locating/uncovering buried outfalls in various locations
- Rip Rap stabilization in various locations
- Drainage easement maintenance in various locations
- Drain Manhole and catch basin repairs
- Maintenance on Town owned detention basins



# Public Works

## Public Facilities

The Division of Public Facilities oversees the operation and maintenance of the Chelmsford Public Buildings and Public Schools. The main goal is to manage a responsive, well planned and cost effective maintenance operation. The Division provides in-house services staffed by the Facilities Maintenance Shop including electrical, plumbing, painting, carpentry, small engine repair, asbestos/pesticides, truck driving and general maintenance.

Additionally, Public Facilities is responsible for the maintenance and repair of all Town owned streetlights, and maintenance on natural grass and artificial turf fields for recreational and athletic use. During the summer months, staff mow over 80 acres, remove trash on school property, parks, playgrounds, and at the Town beaches. During the winter months, staff provide snow removal at the schools and public buildings. In addition to the day-to-day activities, the Public Facilities Manager is responsible for developing the capital improvement program for all public buildings and schools.

## FY 20 Funded Capital Projects

- Municipal Facilities – ¾ Ton Pick Up Truck & Athletic Field Groomer
- Town Offices – Roof Replacement
- Harrington School – Parking Lot Expansion

## Playgrounds

The Playground Coordinator, along with the Skate Park Committee, completed Phase II of the Chelmsford Skate Park, located next to the track at McCarthy School. With substantial assistance from the Highway Division the Skate Park was opened to the public for the first time in FY20.

The Playground Coordinator assisted creating an RFP for the renovation project at Varney Park in North Chelmsford which includes a tennis and pickleball court. Demolition of the existing area and courts occurred, and the project is scheduled to be completed by mid-August 2020.

Additionally, the Playground Coordinator facilitates volunteerism by local partners including the Middlesex County Sheriff's Department and Valley High Collaborative who

collaborate to complete small projects and help maintain Town property.

## Energy Management

The Public Facilities Manager oversees the maintenance of HVAC services that are currently under contract to Boston Mechanical Services as well as partially supervises the Sustainability Manager, whose principal duties include:

- Research and apply for all energy saving projects through grant applications/awards.
- Manage and Monitor HVAC controls and building schedules in the Energy Management System daily, which consists of over fifteen buildings, including all schools.
- Assist with HVAC maintenance efforts.
- Assist the Energy Service Performance Agreement (ESPA) contractor in managing the measurement and verification (M&V) plan to assure the energy savings is on track at all schools and municipal buildings.

## FY 20 Grant Funded Projects

Green Communities Grant – Massachusetts Department of Energy Resources awarded \$90,497 and National Grid awarded \$17,700 for weatherization at North Town Hall and installation of a building automation system at the Police Department

EVIP Grant – Massachusetts Department of Environmental Protection awarded \$44,741.40 and National Grid awarded \$68,526.80 to install electric car charging stations at Chelmsford High School, Chelmsford Senior Center, Roberts Field and the DPW

MVP Action Grant – Executive Office of Energy and Environment awarded \$83,545 for collaborative work with the Stormwater Division to fund Phase I of the Dunshire Drive Culvert Replacement Project

## Highway Division

Winter plowing operations were managed by Highway Division personnel, assisted by the Engineering Division, Parks Division, Cemetery Division, Sewer Division and Facilities Division. All divisions/contractors did a great job plowing/sanding with a lighter volume of snowfall (42 inches). The staff maintains all





plowing equipment as well as supervises 40 subcontractors during snow operations.

The Highway Division Departmental Assistant handles all administrative tasks associated with the Highway Division as well as the Facilities Division. Day-to-day tasks include answering/addressing numerous calls/issues (at the DPW Facility, by phone, email, and SeeClick Fix); maintaining numerous logs to assist with tracking the progress of Highway related requests, and processing numerous Street Opening Permits. During the Winter months, she assists the Highway Division with Snow & Ice operations (answering phones, acting as the point of contact at the DPW Facility).

Other projects completed by the Highway Division personnel are as follows:

### Road Construction

The following roads have had drainage improvements. They have also been leveled and repaved, loamed and seeded and traffic markings were applied where applicable:

Parker Road	Maple Road
Jordan Road	Garrison (partial)
Crooked Spring Road	Walnut
Chestnut	Spruce
Arbutus	Cathy
Pennock	Industrial Drive
Mill Road (partial)	Parker
Alamo	Crocket
Topeka	

Installed easement pipe and berm on Concord Road -- applied loam and seed.

### Sidewalk/Crosswalk Construction

Reconstructed crosswalk in Chelmsford Center near the library with new handicap ramps, granite curbing, and brick walkway. Reconstructed sidewalks in Chelmsford Center: reset and installed new granite curb, installed new brick sidewalks, handicap ramps, flower pots, benches and bike racks.

### Traffic Lights

Installed pedestrian flashing traffic lights in the following locations:

Billerica Road	Old Westford Road
North Road	Maple Road
High Street	Richardson Road
Boston Road	

### Solar Panel Site Preparation

Removed overgrown trees and growth from Swain Road landfill cap and cut field for preparation for solar panels.

### High School Parking Lot

Repaired all drainage. Reclaimed surface and repaved parking lot with binder and top coat, installed vertical curbing, handicap ramps, as well as conduit and new lights. Also installed irrigation, loam and seed, and wooden guardrail around athletic field

### Chelmsford Country Club

Hauled Material for reconstruction of 9th hole in fairway being completed by private contractor.

### Freeman Rail Trail/Playground Maintenance

Built area for seating, bike rack and kiosk.

Site preparation and bench installation at Friendship Park for future ball field expansion

### Bus Stop Preparation

Site preparation and installation of covered bus stop on Billerica Road for Lowell Regional Transit Authority.

### Parks Division

The Parks Division maintains all traffic islands and commons in Town as well as the DPW Building. The grounds are groomed each Spring and prepared for heavy use 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. Staff members also assist with plowing during the Winter.



# Public Works

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## **Public Buildings Division**

We continue to employ two part-time Building Attendants (evenings) to assist with various building maintenance needs (painting, carpentry, and repairs) at the Town Offices as well as opening and closing as needed.

The Town extended their contract with Transcend Maintenance for the cleaning at the Town Offices as well as the DPW Facility at Alpha Road. Their contract is in effect until June 30, 2021. The Building Attendants supervise the contractor during their daily cleaning.

## **Recycling and Solid Waste Division**

The Sustainability Manager oversees the trash, recycling and all other diversion programs available to the residents of Chelmsford. The Sustainability Manager works to keep trash tonnage to a minimum while encouraging recycling, assuring that our solid waste and recycling programs comply with state waste bans, local bylaws and other relevant requirements. In addition, the Sustainability Manager assists residents with issues and inquiries related to recycling and solid waste, educates residents regarding the importance of recycling, reuse and donation options, and other waste reduction programs while also monitoring the Town's waste and recycling contractor's tonnage and cost activity. Republic Services, our Solid Waste Contractor, is responsible for picking up our trash and transporting it to Covanta Haverhill for incineration. Waste Management, our Recycling Contractor is responsible for transporting our recyclables to their Material Recovery Facility in Billerica where material is separated into commodities and sold.

### **Solid Waste and Recycling:**

Solid Waste tonnage totaled 10,787 tons while single stream recycling tonnage totaled approximately 3,240 tons. The pink bag textile recycling program operated by Simple Recycling collected 92,358 pounds of material curbside.

### **Electronics/Appliances/Tires:**

Republic Services continued providing a for-fee pick-up of electronics, appliances and tires.

### **Leaf and Yard Waste:**

The Town held two leaf and yard waste drop-offs in FY20. The drop-offs were held at Community Tree and the DPW and were staffed by DPW employees and volunteers. Together, these events served over 500 loads.

### **Household Hazardous Waste:**

The Town held one hazardous waste event which was staffed by DPW employees and volunteers. This single event served 370 loads. Residents who were unable to attend this event had the option of using the Minuteman Household Products Facility in Lexington as well as other regional collection events available through DEP sponsored reciprocity agreements.

### **Batteries, Small Electronics and Mercury Containing Waste:**

The Sustainability Manager operates the Town's mercury abatement program which is funded by Covanta Haverhill. This program includes the collection of fluorescent light bulbs, thermometer exchanges, and thermostat and button cell battery collections programs.

### **Rain Barrels and Compost Bins:**

The Sustainability Manager in collaboration with the Stormwater Engineer organized the sale of over 200 rain barrels and compost bins in partnership with MA DEP SMRP grants and Enviroworld, the vendor who supplied the equipment.



## Sewer Division

The daily activities of the Sewer Division Operations staff include: preventative maintenance and repair of 41 pump stations, 2 metering stations, and approximately 190 miles of sewer gravity mains, force mains and low pressure lines. In addition to the preventative maintenance tasks, the Operations Staff performs inspections, snow removal at the pump stations, mark outs, and odor control. The Division Staff also oversees and performs repairs and maintenance on all the Town's backup generators at the schools, police, fire and Town offices. In addition, the Staff assists the Highway Division with snow removal activities and other Divisions as needed.

## Major projects and work this year:

- Richardson Rd. pump station upgrade completed.
- Southwell Pump Station Triplex Control Panel, flow meter and VFD motor starters with soft starter bypass upgrades. Completed.
- Ordered & received new generators, motor and control panels for Weide, Lord and Vincent pump station upgrades.
- Weide St. Pump Station upgrades – 75% completed.
- Katrina Triplex Control Panel and flow meter upgrade 50% complete.
- Started engineering redesign for Miland Ave. pump station building, pump and control upgrade.
- Replaced failed whole building dehumidifiers with smaller more efficient motor and pump level dehumidifiers at Southwell and Katrina pump stations.
- Rebuilt/repairs pumps, valves at over 7 pump stations.
- Pipeline and manhole inspection program using acoustic main line and laser/video manhole rapid inspection equipment and mainline video inspection equipment. Town wide 25% complete.
- Completed No. Chelmsford flow Analysis Study.
- Conversion to iData collect real time digital daily inspections, repair and record keeping 75% complete.
- Repaired pressure main line leak at Southwell Field.
- Per state guidelines, adjusted operations procedures for COVID-19 Starting in March.

The Departmental Assistant is the primary interface with the public and handles billing, sewer betterments, phone inquiries, concerns and other related matters.



# Cemetery Commission

*David Boyle, Superintendent*



**Members:**

Valerie P. Shupe, Chairperson  
Gerald L. Hardy  
Thomas A. St. Germain

**Cemetery Department Personnel:**

David J. Boyle	Superintendent
Jorge De Freitas	Foreman/Backhoe Operator
Nick Zgonis	Driver / Laborer
Kyle O'Neill	Driver/ Laborer
MaryAnn Silva	P. T. Clerk
Chris McCarthy	Seasonal Laborer

The Cemetery Commission is pleased to report the following accomplishments for Fiscal Year 2020, to the citizens of Chelmsford.

In the Fiscal Year 2020, there were a total of 178 interments, 112 full burials and 66 cremation

interments. Cremations accounted for just over 38% of total interments. For FY 2020 there were 63 cemetery lots purchased, of which 37 were pre-need and 26 were at-need. Thirty (30) lot owners participated in the Prepaid Interment Fee Program.

With the reality of the COVID-19 pandemic arriving in March of 2020, we, as with all departments in Town were faced with new challenges every day and that continues as I write this report. The staff has been amazing through the past four months. They have followed all protocols issued for the safety of our lot owners and themselves. We were prepared for both Mother's Day and Memorial Day just as we would be any other year. All interments were limited to 10 people in attendance in the beginning causing many people to postpone the



## Cemetery Commission

cremation interment of a loved one due to the restrictions in place. The sale of cemetery lots has increased and the way we interact with owners has changed. Previously, all lots were sold in person, now we are interacting with perspective lot owners by mail, email, phone, Zoom and in person.

The seven-acre expansion at Pine Ridge Cemetery continues as funds allow. The Engineering division of the DPW was of great assistance by surveying and laying out the roads and locations of catch basins. Construction of the roads and installation of the catch basins took place during the Fall of 2019. Working with the East Chelmsford Water district we were able to install a new water line, so we are able to provide faucets throughout the new development.

At Fairview Cemetery the staff installed six trees throughout Section H, also at Fairview the restoration of the granite wall was completed during the Fall of 2019.

Through the collaboration of the Town and Cemetery Commission along with the approval of Town Meeting, we were able to secure Capital Improvement monies for the purchase of a new dump truck in late November. This truck is replacing a 2005 dump truck.

This winter we hope to offer a Christmas Wreath program to all of our lot owners, please check the website or Facebook for updates. Once the link is up on the website, click the link to the Wreath Program, here you will be able to complete the purchase online.

As in years past and as time allows, we continue our program to safety prune any trees that need attention at the Town's six cemeteries. Once again, this past year Cemetery personnel assisted the DPW in snowplowing operations throughout the winter season.



Please note, beginning November 16, 2020, Cemetery personnel will remove all Veterans flags, for the winter season. Veteran flags will be placed on all Veterans graves on the third Saturday in May of 2021. We are always looking for volunteers to place flags for Memorial Day. If there are any questions, please direct them to the Superintendent at [dboyle@chelmsfordma.gov](mailto:dboyle@chelmsfordma.gov)

Cemetery Lots are available for sale at Pine Ridge Cemetery, Fairview Cemetery, Heart Pond Cemetery and West Chelmsford Cemetery.

Please check out the "Chelmsford Cemeteries" Smart Phone App, which works with both Android and the I-Phone, to download the app, please go to our website: <https://cemeteries.townofchelmsford.us> and hit the "Search Burial Records" tab. There you will find the link to download the App. Our Facebook page, listed under Chelmsford Cemeteries, is continually updated with information regarding the Town's cemeteries.

Please visit the Cemetery web site, <https://cemeteries.townofchelmsford.us> or go on the Town's web site <https://www.chelmsfordma.gov> and click on Departments then to the Cemetery Department link, here you will find all information pertaining to the Cemeteries.

Respectfully submitted,  
David J Boyle,  
Superintendent of Cemeteries



## Community Services Coordinator

*Jen Melanson*



The Community Services Coordinator is responsible for developing new and innovative programs which will support community members in times of crisis. The Coordinator has a preventive and reactive role working to connect individuals and families to the appropriate levels of care for wellness and prevention relating to social services. The Coordinator is accessible for confidential drop-in consultations and for family member and friend referrals.

The Coordinator reports directly to the Town Manager. The Coordinator is responsible for responding, assisting, and coordinating social service needs along with the Police Department, Fire Department, Health Department, School Department, Senior Services, and regional partners. The Coordinator is responsible for preparing and making public presentations, preparing informational and educational materials, and serving as a liaison to Town committees and regional civic groups.

### **Community Engagement**

The Community Services Coordinator is committed to engaging with the residents of

Chelmsford. The Coordinator has become a regular volunteer with the Chelmsford Table of Plenty weekly community supper, which allows for the opportunity to engage with residents on a regular basis. The Coordinator also regularly meets with residents at area senior living facilities to connect, hear concerns, and assist with services.

In response to the COVID-19 pandemic, the Coordinator has teamed up with Chelmsford's Business Development Director and Chelmsford Telemedia to host a weekly, televised talk show called "The Q" to help connect residents and business to area resources. You can find episodes of "The Q" on Chelmsford Telemedia's YouTube channel.

### **Community Collaboration**

The Coordinator collaborates with agencies and community partners throughout Chelmsford and the Greater Lowell Area. The Coordinator represents the interests of Chelmsford residents on several task forces with the Greater Lowell Health Alliance. She works closely with Town Departments such as the Board of Health, Building Department, Clerk's Office, Veteran's Agent, Chelmsford Public Schools, the Council on Aging, the faith-based community, and more. These important partnerships allow the Coordinator to identify and assess community needs and to develop programs to help meet those needs.

The Coordinator has also taken an active role within Chelmsford's Age-Friendly initiative, serving as the lead for the Health and Community Supports Domain. The Age-Friendly initiative draws upon the collaboration of various town departments, residents, agencies, service providers, and more to help ensure that Chelmsford is a "livable community for all ages."

### **Community Programs and Services**

In addition to the creation of "The Q," the Coordinator has taken steps to help address needs related to the pandemic. One such program



# Community Services Coordinator

– Gardens for Good – was created to help increase access to healthy foods for Chelmsford residents. Six raised-bed vegetable gardens were installed in the parking lot behind the Town Offices, with all harvested produce distributed to Chelmsford residents. A refrigerator was donated to the program for vegetable storage, and Chelmsford’s Sustainability Manager provided a compost bin for garden waste. This program was made possible, in part, by an earmark grant through Chelmsford’s Age-Friendly initiative and a generous donation from Enterprise Bank. The program recently received a sizeable donation from Edwards Vacuum, LLC, a prominent manufacturer in the community, which will ensure the sustainability of the program and allow for future expansion.

Another response developed by the Coordinator involves assisting residents experiencing pandemic-related hardships. Through a grant from the Greater Lowell Community Foundation, financial assistance for groceries and household expenses has been provided to residents in need. Additionally, a volunteer network was established to provide shopping services to homebound residents. And under the direction of the Coordinator, several Chelmsford faith-based organizations combined efforts with local restaurants to provide meals to one of our most vulnerable populations.

The Pay-It-Forward program was developed with Chelmsford’s Business Development Director to provide relief to Chelmsford restaurants experiencing a decrease in business related to the pandemic. The program encourages residents to purchase meals or gift cards through participating restaurants at a discount and to “Pay It Forward” to local homes and heroes.

The Coordinator periodically organizes collection drives to help meet the needs of the community. Collections have included hygiene products, diapers, blankets and sleeping bags for the homeless, and produce from backyard gardeners to supplement the Gardens for Good program.

Finally, the Coordinator was awarded a generous grant from Emerson Hospital and Impact Melanoma to install sunscreen dispensers at various town locations. Touchless sunscreen dispensers are located at Heart Pond, Freeman Lake, and Roberts Field and provide free sunscreen to all visitors.

The Community Services Coordinator’s office is located on the lower level of the Town Offices, room LL04. Weekly drop-in hours are Tuesdays from 4-6pm and Thursdays from 9-11am. Private consultations can also be scheduled as needed. The Coordinator can be reached at 978-254-0446 or [jmelanson@chelmsfordma.gov](mailto:jmelanson@chelmsfordma.gov). And be sure to follow the Coordinator on Facebook on the Chelmsford Community Services page at [www.facebook.com/chelmsfordcommunityservices](http://www.facebook.com/chelmsfordcommunityservices)



## GARDENS FOR GOOD

A COMMUNITY SERVICES PROJECT

Sponsored by Enterprise Bank





## Chelmsford Board of Library Trustees

*Jillian Kenny, Chair*



Standing from left to right: Trustees Laura Ecker and David Braslau, Library Director Becky Herrmann, Trustees Maggie Marshall and Jill Kenny  
Seated from left to right: Trustees Sarah Conte, Katy Wood Van Dyne and Adam Schertzer

### Chelmsford Board of Library Trustees

- Maggie Marshall, Library Chair
- Adam Schertzer, Vice Chair
- Katy VanDyne, Treasurer
- Jane Collins, Correspondence Secretary
- Jill Kenny, Capital Planning Liaison
- David Braslau
- Laura Ecker
- Sarah Conte, term expired 4/20

Your Board of Library Trustees are elected officials whose job is to oversee the budget and policies of the library, as well as to support the Library Director and staff in daily library operations.

We helped celebrate the library's 20th anniversary of its new addition on 2/29/20. Thanks to the town's Capital Planning process, we were able to use town funds to replace the carpets, and library funds have been used to reupholster chairs, all in order to keep us as fresh as we looked in 2000!

Our Mobile Pop-Up Library was fully funded, thanks to a generous donation from the Friends of the Library as well as individual donors and other funding sources; we look forward to getting this service on the road, and are hoping for a test drive in the fall of 2020.

Since March of 2020, most of our efforts have been centered on making decisions related to COVID-19 and safe library operation. Even during our initial closure, staff was working tirelessly to provide on-line services and access to many electronic resources for all Chelmsford residents. We continue to follow closely the guidelines issued by Governor Baker, the Massachusetts Board of Library Commissioners, and the town of Chelmsford, and look forward to the eventual return of all in-person library services.

### Quarantine Successes

- Learned a Hobby Using Creativebug: 2,079
- Online Library Card Signups: 179
- Curbside Pickups: 2,220+
- In person library events:
  - Programs: 826
  - Attendance: 19,926
  - 24 per program (14% from FY19)
- Virtual library events:
  - Programs: 95
  - Attendance: 4203
  - 44 per program (110% from FY19)

### Library by the Numbers FY 20

- 30,586 Registered Borrowers (642 New!)
- 103,072 WiFi Uses
- Digital Checkouts & Streaming: 75,435
- 226 Volunteers (5,434 Hours)
- Items Sent from Other Libraries: 55,126







## Chelmsford Public Library

*Becky Herrmann, Library Director*



FY2020 challenged us to evolve – the first half of the year was business as usual but the second half took us out of our comfort zone as a worldwide pandemic forced us to adapt to a virtual environment. We also reached out to our community members more extensively and creatively. We became video personalities, recorded stories on our old-school telephone to share with you, learned new technologies, participated on Zoom shows, offered myriad online programs and storytimes and reinvented how we communicated with you. We were online all the time.

While we did this, we prioritized sustainability and sustenance – words that derive from the same Latin word *sustinere*, meaning to hold, to keep, to represent, or to support. We wanted to make sure that library services meaningfully continued – even if from afar – and we wanted those services to provide nourishment and comfort.

The staff worked diligently with the town's pandemic planning team to keep our patrons and staff safe, and to help our users comprehend all the health information coming our way. We fortified our patrons' knowledge and provided sustenance via our communications, our programs and our resources.

We had to pivot swiftly to meet patron needs in the virtual space. Our efforts focused on sustaining stay-at-home workers and families; maintaining and perhaps renewing patron interest; fostering staff education; sustaining our health and wellness; retaining connectivity and a relationship with our work and home communities; directing the flow of authoritative information and providing sustenance for our spirits. This is how we did it:

- We quickly collected and disseminated the authoritative COVID-19 information from government agencies through our website and social media.
- We encouraged professional growth among staff with resources for building and improving knowledge while their traditional jobs were on hold. And we ensured that staff had the tools and the training to keep connected with other staff so we could support each other.
- We promoted and increased the usage of our digital collections with themed lists of streaming and downloadable content and we offered online trainings.
- We took the reference desk home (or at least we forwarded the phone calls) and were ready to respond, by phone and by online Chat service, to queries for information, troubleshooting downloadable services and issuing digital library cards for new users, among other things.
- We blurred the lines of traditional library departments and collectively gathered and shared the wealth of digital content already existing and available for students, families, seniors, and individuals online.
- When we were able to slowly add services back, we offered curbside pick-up and laptops for loan, stepped up our home delivery service and added new items to our Library of Things.
- We created new content in the form of story times, community group meetings, online book groups and shares, and targeted, live online programming specifically designed to work in the virtual space.
- We took to the airwaves working on quarantine cable shows with Chelmsford Telemedia, the



## Chelmsford Public Library

town's business development director, and community services coordinator; we joined forces with the Senior Center and Friends of the Library to distribute books to Meals on Wheels recipients.

- We stepped outside of the traditional work day in order to meet the needs of our community while we were all at home where our routines made little sense any more.
- And by responding in this way, we encouraged and made a little more feasible the stay-at-home mandates.

### Highlights from FY20 for each library department:

#### Reference

- We added a web chat service to our website as a new access point for reference questions. During the closure, reference staff continued to answer patron questions daily via email, phone, and online chat reference, and the new chat service was quite successful.
- Additionally, reference staff compiled a massive list of work from home resources and professional development activities in our Niche Academy. Initially this list was solely for library staff, but we soon expanded it into resources to be shared with the wider town employee workforce.
- Reference staff also built several online tutorials to deliver relevant educational services to Chelmsford, such as how to use online grocery delivery services, getting started with streaming, and password safety.
- We finished marking all the CORE (well-rounded, highly recommended titles that should be retained in the collection) items in the nonfiction section. This allows us to exclude these items from weeding and to report on them specifically for updating.
- The Head of Reference coded a new script for Gimlet (a statistical software program) to improve statistical reporting.
- The microfilm project to digitize our local newspapers continued, although it slowed

down considerably for the 1970s. This wasn't due to a lack of volunteers, but actually to the length of the papers, which were two to three times more pages per newspaper than previous decades in the collection.

#### Circulation

- While we were closed, circulation staff also worked on the CORE project, marking important titles in the catalog.
- During the shutdown, we started taking online library card registrations, enabling patrons to access our online content immediately.
- Workstations were rearranged to meet social distancing guidelines, safety shields were added.
- Started curbside pick-up as soon as allowed by the Governor, to the great appreciation of our patrons – we made over 2000 deliveries in June, averaging 85 a day!
- We started a board game collection and were able to flesh it out better with a generous donation from the Chelmsford Friends of the Library.
- Our puzzle collection has blossomed as we all search for activities to enjoy at home.

#### Technical Services

- While the Library was closed, we worked on catching up on selecting materials to order, reviewing procedures, updating our skills with the software we use and planning for when we reopened.
- We rearranged the department to allow three staff to work at the same time safely while meeting social distancing requirements.
- We caught up on the backlog of books, audiobooks, magazines and DVDs left when the Library closed.
- We grew our Library of Things with items donated by the Recycling Committee, such as binoculars, a hand truck, and home tools.
- We purchased and prepared for loaning Gpad5 tablets, complete with built in hotspots.
- We finished the fiscal year caught up and ready to serve our patrons via curbside pickup, and eventually in person.



# Chelmsford Public Library

## Youth Services

- One of our favorite things to do in the Youth Services Department is to connect to our patrons through programming. From July to February, we continued to draw more kids and families than ever to our programs at the library, whether it was storytime new programs like Explorastory, Make It Clubs for all ages, and Pajama Storytime. When everything changed in March, we continued to reach our patrons in the digital space, successfully transitioning our most popular programs to the virtual environment. In fact, we grew our online presence to maintain five live storytimes a week for different age groups!
- During 2019 Summer Reading Challenge, the youth services department beat our library's previous record in terms of both children and teen sign-ups and completion!
- In September, in conjunction with the carpeting project, we re-organized the Children's Room to improve the flow and browsability of the collection. The room is more spacious and inviting, and the organization of the collection is much improved.
- The Youth Services team also developed book bundles for readers from babies to teens that featured a variety of genres and subjects. These grab and go bundles helped patrons who weren't able to come inside and browse the stacks find new and exciting reads for their families.
- In addition to creating some time for much-needed collection maintenance, the pandemic gave us the freedom to evaluate the Summer Reading Challenge for 2020 and tailor it to fit a wider audience.
- We also focused on increasing diversity in collections and programming including StoryWalk, blog posts, reading lists and resource lists.
- With the help of the Friends of the Library's generous donation of the Beanstack summer reading platform, we were given the perfect opportunity to take our summer reading

challenge online. Not only did this eliminate an enormous amount of paper waste, but it also increased accessibility for families who couldn't get to the library. In the future, we look forward to using Beanstack to create even more innovative reading challenges for kids and their families.

## Facilities and Technology Updates

- Coordinated many building projects and upgrades:
  - HVAC insulation project
  - Roof and masonry repairs
  - New carpet in Children's and lower level public areas
  - Redesign of Children's area
  - Construction of an employee's mothers nursing area
  - New heater and security camera in the Carriage House
  - Radon testing and remediation at the MacKay Library

## Also completed several wireless and network projects:

- Kept 37 staff and 35 patron machines up to date
- IP reconfiguration project
- Installed new cellular fire alarm system
- Built a new point-to-point wireless network

## Marketing

- During FY2020 the marketing department dramatically increased our social media presences, particularly during the COVID-19 shutdown. Our Marketing Specialist also helped facilitate Facebook Live storytimes and Zoom programming. Our use of live and recorded video events were key to retaining and even growing our interactions with the Chelmsford community when the quarantine might have otherwise isolated us from our patrons.
- Before the shutdown, one of our priorities was



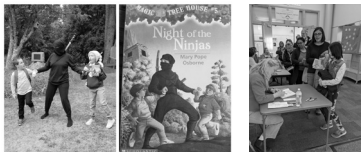
## Chelmsford Public Library

working with the Age -Friendly Chelmsford Initiative to raise awareness of educational and communication services to seniors in town. Working with other town departments to more effectively cross-promote programming will continue to be a goal going forward.

- Throughout the year, library marketing strove to reach a broader audience throughout Chelmsford and in particular helped to attract audiences to our REACT grant programming which concluded in October of 2019 with a focus on Immigration and Citizenship.

### Programming

- We wrapped up our Civic Engagement Grant project with a focus on immigration, and hosted several programs, including a talk by author Abdi Nor Iftin, that audiences found very valuable.
- Beyond the grant project, our programs continued to engage large audiences. Our Trivia Night welcomed around 100 people and our "New Year, New You" series welcomed almost 200 people overall.
- We became more creative with our in-house staff-generated programs and started hosting craft-erboons for adults
- Our librarians ventured outside of the library walls to create a new book review show called BookMarked for cable television and the web with Chelmsford Telemedia.
- We stepped out of our comfort zone and for the first time selected a Graphic Novel as one of our One Book Chelmsford selections. The artist and author of the book, Lucy Knisley, joined us for a live event at the library to speak to an audience of around 80 fans. The audience was fascinated with her process in creating the novel, and many mentioned never having read a graphic novel before this one, but really enjoying it.



### Personnel

FY2020 brought retirements of long-time custodial assistants, Bill King and Tom Sylvia, and we also said good-bye to two of our veteran Reference staffers, Christine Roche-Helms and Debbie Lessard. Another person we bid adieu to Mary Kramer, who was not a member of the staff but was certainly part of the library family. She was a member of the Friends for over 45 years and integral to the library's long- running and successful book sales. Our best wishes go to all - may they enjoy their retirement and read lots of books!

Our gratitude goes out to the Chelmsford community – residents, town colleagues, and town management for your patience and support this past year. I also want to give a huge shout-out to all the library staff who have done a terrific job as we have adapted to all the changes a worldwide pandemic has wrought. Working together, we can get it done right!



*Mary Kramer, farewell!*



# Senior Center - Council on Aging & Elder Services

*Debra Siriani, Director of Human Services*



**Council on Aging Board members**  
July 1, 2019– June 30, 2020

Len Olenchak, Chair	Fred Brusseau, Vice Chair
Ruth I'Anson, Secretary	Louise Myers
Anne Smith	H. Steven Flynn
Paul Der Ananian	M. Dianne Sperry
Ami O'Grady	Jennifer Hardy
Nicholina Bischoff	Ami Grady
Diane Boisvert	Jan Mounsey



**During COVID-19...**

The staff of the Senior Center continued to provide services throughout the COVID-19 Pandemic, although the Center was closed to the public starting in March of 2020. As more and

and more people stayed at home, the need for Meals on Wheels increased from 130 people per day, up to 160 people per day, all delivered by the dedicated staff. Our Companion and Social Day Program offered telehealth calls for clients and supporting family caregivers. Transportation to essential services never ceased, but offered individual rides on our vans, with strict protocols and disinfecting in-between rides.

Virtual programming provided much-needed support to those isolated at home. Some of these programs include: Daily Zoom activities for Social Day clients and their family caregivers, Zoom Alzheimer's Caregiver Support, LGBTQ Zoom socials, Buried in Treasures Zoom Support Group, Coping and Connecting Zoom series with William James College partners, Grab and Go lunches in our parking lot, Zoom Happy Hour Social, Phone-in Bingo, and daily outreach calls.





## Senior Center - Council on Aging & Elder Services



AARP free tax preparation this year from the Senior Center site was cancelled, along with many other services and programs. Many of the Senior Tax Worker participants were unable to work their hours due to closing of work sites, denying them a much-needed tax break.

Table of Plenty resumed operating out of the Senior Center in June, offering Grab and Go meals and groceries to those in need each Tuesday evening. We partnered with Chelmsford TeleMedia for "Senior Block" television programming, including Armchair Travel, and exercise classes. As of August, 2020, we started offering Sit and Get Fit classes outside in our parking lot, but the building was still closed to the public due to the Stay Safer At Home order from the Governor.

### Chelmsford Senior Center by the numbers... before COVID-19

In FY20:

We had a bustling and busy Center, with more than 250 visitors each weekday, sometimes more than 400!

Our Social Day Program operated with a full census of 26 clients per day, with a waiting list.

The highest number of visitors (47,272) were here for social events.

We had an average of 30 new members registering per month!

Over 4,000 van rides to medical appointments, groceries, Senior Center programs and social and cultural events

Meals on Wheels program In FY19, we delivered 28,700 meals to 210 homebound seniors.

In FY20, we delivered 33,437 meals to 272 homebound seniors. This is now approximately 145-160 meals delivered each weekday.

7,834 congregate meals for more than 632 unduplicated seniors and their guests.

Over 300 active volunteers for more than 14,841 documented volunteer hours (and many more than these are undocumented...)





# Senior Center - Council on Aging & Elder Services

**Community Partnerships: Just some of the groups we work with to make a better Chelmsford:**

UMASS Lowell, Elder Services of the Merrimack Valley, AARP, District Attorney Marian Ryan, Chelmsford High School and Middle Schools, Nashoba Valley Technical High School, Greater Lowell Health Alliance, Lowell General Hospital, Lowell Regional Transit Authority, Commission on Disabilities, Chelmsford Police and Fire Departments, Library, and Assessors Department. Local businesses have been wonderful support for our programs as well, and we look forward to another great year of partnerships.

Table of Plenty Meals are served every Tuesday from 5:00 - 6:00 PM at the Chelmsford Senior Center, and they are now hosting approximately 100 people per week, alleviating hunger and social isolation. ALL ARE WELCOME — no questions asked, ever.

**Transportation Services**

Our Transportation Program this past year has hired, trained, and retained a full pool of drivers. We now have 1 full-time, and 6 part-time drivers. We have been able to increase availability and access to essential services such as medical appointments and grocery shopping, as well as opportunities for social interaction and cultural engagement. This year, we added the availability of rides to Lahey in Burlington, and with the partnership of Elder Services of the Merrimack Valley, medical appointments to Boston and other destinations beyond our service area.

**Social Services Coordination and Outreach**

Please help us congratulate Elena Dear, our wonderful Social Services Coordinator for 25 years of dedicated service, and still going! Elena is the backbone of our Meals on Wheels Program, and steered us through this past year’s storm unwaveringly. While the COVID Crisis left more and more seniors homebound, she led our efforts to make sure that people had the resources they needed to stay safer at home. Groceries, masks, medical equipment, puzzles, and books were some of the items delivered to folks in isolation.

Our other social services continue to include food and fuel assistance, repairperson services, in-home service information, questions about health concerns and legal concerns, and caregiver support.

Elder Services of the Merrimack Valley (ESMV) can offer many supports to a family in crisis, and we work with them closely to help do this for Chelmsford residents.

\*\*\*\*\*  
If you know of an elder at risk, call the  
Elder Hotline at (800) 922-2275 or call the  
Senior Center for advice at 978-251-0533.  
\*\*\*\*\*

**Adult Social Day Program-  
Respite care for families in need.**

The Chelmsford Adult Social Day Program enjoyed another banner year, with a high census and everchanging fun activities. Some of the highlights of this past year included bringing in a new Activity Assistant as well as new substitutes for room coverage. We have a “Roaring Volunteer Pool” that has kept us on our toes and has really enhanced the level of interpersonal and individualized activities we can do with folks. “Uno” took on a whole new meaning here and we had groups looking forward to spending time with each other with some of our volunteers playing that fun game. We increased the level of activity with exercise, using the Smart television as well as our regular and awesome instructors who continued to provide services to our group in a modified manner so as to meet clients at their levels of physical fitness. We remain grateful to our care partners at Elder Services of the Merrimack Valley as they refer many of their clients to our program for us to share in the provision of services to the clients as well as to their families.

When the world changed on 3/15/2020, and as we made the phone calls to our families and clients, it became very scary for our families and for our staff. The challenge of months of unsupported time at home with loved ones weighed on many of our family caregivers. We continued with the hope that we would resume being part of the lives of those who have touched us in so many ways.



## Senior Center - Council on Aging & Elder Services

### VOLUNTEER POWER!

In October, the Senior Center staff hosted a volunteer dinner for over 200 of our 300 senior volunteers. We have so many volunteers who help us each day at the Senior Center, and on the road driving Meals on Wheels. One of the hardest parts of the past year was having to send our volunteers home during the pandemic.



### FY '20 Chelmsford Senior Center Program Highlights



*Sylvia celebrates 103 years with the Art Class*

We held several new programs including: Agism and the Language We Use, Laughter Yoga, Protecting Your Nest Egg, Better Your Bones, Normal Aging vs. Memory Loss, AARP Smart Driver Program, and The Roaring Twenties speaker series event.

Ongoing/returning program highlights include: Estate Planning and Trusts, Kindness Rock Painting with Chelmsford MA Rocks, Multicultural Cooking Series, Flower Arranging by County Lane Garden Club, Medicare Open Enrollment, Senior Circuit Breaker Information Session.







## Senior Center - Council on Aging & Elder Services

\*Scheduled programs that were cancelled in Spring 2020 include St. Patrick's Day entertainment The Ukestra and Cultural Council Grant award Sheryl Faye Presents Historical Women: Susan B. Anthony (rescheduled for virtual performance September 2020.)

Theme lunches include Red, White and Blue, Luau, Corn Day, Dog Days of Summer, Apple Theme, Halloween, Thanksgiving Turkey Dinner, Middlesex County Deputy Sheriff's Association Luncheon, Holiday Lunch, Wear Red Day, Chinese New Year, Valentine's Day.

Performances include Hula Dance Demo, Doug Kwartler Sing-Along, McCarthy Middle School String Orchestra, Senior Singers Holiday Concert, Chelmsford High School A Capella Group The Crescendos, The Chorus & Actors Group of Home Away from Home, John Mansfield and CHS Seniors Helping Seniors at Chowderfest, Karrie Stang "Gotta Dance" Showcase.

The Center hosted a drop off for winter clothing to be donated to local Veterans in need.



### **Friends of the Senior Center, Inc. providing over \$60K of support each year!**

The Friends of the Senior Center (FOSC) is a non-profit organization, which raise monies to support Senior Center programs. They run many fundraising events and manage investment earnings in order to offer to the Council on Aging (COA) Director, who manages contributions to help fund the nutritional program, evening staff hours to support nighttime activities, building improvements, the Veterans Breakfast, the Messenger newsletter mailing, the annual volunteers' appreciation dinner and many other projects to assist seniors in need.

The Friends need YOU! Please call 978-251-1123 to find out how you can help.

Looking forward to FY21...priorities include: The renovation of our kitchen to include more prep space, updated flooring, ventilation, and equipment.

Our goal this year is to recover from the closed programs and reduction of income, and return, when safe, to our normal operations and full classes.



## Senior Center - Council on Aging & Elder Services



Age-Friendly is an international movement focused on making communities more livable for people of all ages. The Council on Aging and Human Services Department have been at the helm of the movement to make Chelmsford more Age-Friendly with Co-Chairs Fred Brusseau and Debra Siriani. The Town Manager, Board of Selectmen, and most of the Departments in Town have been part of the CORE group, studying this framework, and are working hard to set goals together that make sense for the betterment of policies, public space, and programs for all.

This CORE group secured \$40K in state funding for the Age-Friendly Chelmsford Initiative for FY20

### Some Age -Friendly projects, funded by this grant:

UMASS Boston contract, research and action plan for Age-Friendly Initiative

Lockboxes for Seniors-15 boxes

Printed Resource Guides-650 copies of guides

Age-Friendly stickers-500 stickers for marketing program

Raised Bed Garden Project-Town Hall-supplies for food security project

Meals on Wheels support-food and packing supplies for COVID-19 surge

10 senior-friendly tablet computers and 5 hotspots to circulate to senior communities

Buried in Treasures Support for 3 sessions of 15 weeks each

Some other Age-Friendly Initiative tasks completed as of June 2020:

Producing Chelmsford Tele Media "Age-Friendly Chelmsford" show

Dementia Friendly training for businesses and Town employees- over 20 town employees trained as Dementia Friends, and 10 as Dementia Champions

Buried in Treasures workshop series helping residents with need for help with hoarding and organization issues.

Distribution of printed Resource guides to local Housing Authority buildings, Library, Town Hall, and snack shack at school

## Senior Center - Council on Aging & Elder Services

### Dementia Friends Training for CHS Boosters students



*Members of the All Sports Booster Club from CHS at Dementia Friends training*



*Senior Center Garden*



## Board of Health

*Susan M. Rosa, BSN, RN, CHO Public Health Director*



**Board Members:**

Nicholas H. Parlee, Chairman  
Annmarie Roark, Vice Chairman  
Eric Meikle MD, Clerk



**Staff:**

Donna Greenwood, Michele Grant, Susan M. Rosa,  
Mark Masiello, Amanda Glaser, Darcy Beall

**Updated Board of Health Regulations:**

The Board of Health updated four (4) regulations in FY 2020:

- Article II- Governing the Keeping of Domestic Animals. Effective, November 4, 2019
- Article XIV- Restricting the Sale of Tobacco Products. Effective, January 6, 2020
- Article XXIII- Retail Use of Plastic Straws and Stirrers, Effective July 1, 2019
- Article XXII- Polystyrene Container Ban, Effective July 1, 2019

**Numerous Services and Programs Offered**

**Septage and Wastewater Abatement Program**

The Board of Health, with the completion of a central sewer system in Chelmsford has continued its enforcement activities to ensure compliance with local by-laws, which will insure a safe water supply. Dye testing and water sampling will continue as needed until all properties that are able are connected to the sewer as required by Town By-Laws.



# Board of Health

## July 1, 2019 - June 30, 2020

### Permitting and Inspectional Services



During FY 2020-2021 inspections and permits were issued for food establishments, school food service, farmers market, food and ice cream trucks, temporary food permits, retail food establishments, dumpsters, pools, summer camps, tanning facilities, wells, beaches, and domestic animals.

The Board of Health performs pool inspections for any public or semi-public pools, and beach testing weekly during the summer months.

Chelmsford had a total of 140 Food Establishments/Food Retail Establishments at the beginning of the fiscal year.

One (1) Food Establishments closed and two (2) Food Establishments opened. We now have (6) Mobile Food Trucks and (5) Ice Cream Trucks that all require inspections.

Between the two Health Inspectors the Board of Health performed 428 inspections consisting of Food Establishments, Retail Food Establishments, Pools, Tanning, Smoke shops, Wells, Dumpsters, Mobile Food trucks, Farmer's Market Vendors, along with Domestic Animal inspections. There were 171 re-inspections consisting of Food establishments, Retail Food Establishments, Pools, and Body Art pre-construction re-inspections. Numerous complaints come through the Board

of Health regarding rental housing units, beaver dams, rats/animals, food establishments, trash, noise, odor, environmental, and mosquitoes. Total number of complaints that were followed up on: 123.

Additionally, the Board of Health reviews all permit applications, lab reports for beach testing, reports from ice cream testing, performs food plan reviews, reviews stamped plans, pool plan reviews, and temporary permit reviews. Additionally, the Board of Health has followed up on 130 inspections related to COVID-19.

### Hazardous Household Waste

Due to the COVID-19 Pandemic, the Household Hazardous Waste Collection Day (HHWCD) that was scheduled for April 2020 was cancelled. The Next HHWCD is scheduled for Saturday, October 31, 2020 from 9:00a-1:00p at DPW located at 9 Alpha Road and then on Saturday, April 24, 2021 from 9:00a-1:00p at DPW located at 9 Alpha Road.

Pre-registration may be required, please call (978) 250-5203 with any questions or concerns including questions regarding items that are accepted.

### West Nile/ EEE Virus /Mosquito Surveillance/ Control Program

The Board of Health does aerial larvaciding of our large wetland areas every spring. This is done in coordination with the Central Massachusetts Mosquito Control Project (CMMCP) activities. Mosquito pool collections and testing are performed routinely to monitor virus activity in the town. [www.cmmcp.org](http://www.cmmcp.org) The Town did not have any positive mosquito pools in FY 2020.



## Board of Health

### **William James College Project INTERFACE Wondering about... MENTAL HEALTH SERVICES?**

The **INTERFACE Community Resource & Referral HELPLINE** became available to parents and community members in Chelmsford beginning July 2011, to assist in finding appropriate mental health services for children, families and adults. Callers are provided professional, personalized counseling referrals matched for location, specialty and insurance or fee requirements. The HELPLINE is available Monday-Friday from 9AM-5PM at 1-888-244-6843 (toll free).

INTERFACE, an initiative out of William James College Freedman Center formerly called The Massachusetts School of Professional Psychology, works to improve the integration of mental health services within schools and community agencies and to improve access to these services for individuals.

On the INTERFACE Web site, [interface.williamjames.edu](http://interface.williamjames.edu), individuals can find information related to mental health questions and services for children, families and adults, including a calendar of community trainings and events.

The Town of Chelmsford, the Chelmsford School Department, and the Chelmsford Board of Health generously provide funding for this service.

From December 1, 2019 through May 31, 2020 (the most recent reporting period), 61 residents utilized this resource (47 children ages from 0-17 and 14 for those who are 18+). The number of referrals for this reporting period is a bit higher than the similar timeframe of 12/1/2019 – 5/31/2020 (61 vs. 57). During the COVID-19 pandemic shut down, INTERFACE experienced a decline in requests for referrals from nearly all communities. However, this was not the case in Chelmsford as there was a rise in the need for

services during this reporting period compared to the previous reporting period.

Since its inception on July 1, 2011, 852 residents have received services through this resource. This service continues to be utilized more for youth and families who hear about the service primarily from the school system, rather than adults or older adults.

Majority of callers were requesting help for Anxiety (33) and Depression (15) followed by Family-Related Issues (9), Stress (7), ADD/ADHD (6), & Autism Spectrum Disorders (6).

### **Healthy Chelmsford Coalition: (established in September 2009)**

The Healthy Chelmsford Coalition has collaborated with other departments and community partners to provide health promotion and educational programs for the community.

On September 29, 2019 approximately 50 people attended the 6<sup>th</sup> Annual Overdose Vigil held on the Chelmsford Center Common in remembrance of those who lost their battle with Substance Use and to celebrate those in recovery.

Since October is National Substance Use Prevention Month, Students who attend Parker Middle School, McCarthy Middle School and Chelmsford High School attended a Presentation on DIRT. DIRT is a one-man show that explores the challenges & decisions that young people face every day. DIRT gets to the heart of issues relating to drugs, bullying, and self esteem in a manner that resonates with audiences in a real and meaningful way.



## Board of Health

Throughout the year, the Board of Health collaborates with the Chelmsford Public Library to put on a monthly "library series" for the residents of Chelmsford on a variety of different topics. During the fall of 2019 through winter of 2020, programs offered included: *"Understanding Anxiety & Helping Your Child Cope with Worries"*, *"Importance of Staying Active as You Age"*, *"Let's Meditate: Going Within to Your Peaceful Self"*, & *"Food Literacy"*. Unfortunately, programs scheduled for March & April were cancelled due to the COVID-19 Pandemic.

Every year the Board of Health hosts a Wellness Fair, alternating between a fair for the community held at the Chelmsford Senior Center and a fair for students of Chelmsford High School. The Biennial Community Wellness Fair was planned for March 28, 2020 which was unfortunately cancelled to the COVID-19 Pandemic. Dozens of vendors were scheduled to be on site to provide residents of all ages of the Greater Chelmsford community with information, education, and resources on the Seven Dimensions of Wellness along with free health screenings, youth ID kits, breakout sessions, kid's activities, car seat safety, touch-a-truck, and more!

The Board of Health acknowledges the importance of maintaining a healthy lifestyle. On the 2<sup>nd</sup> & 4<sup>th</sup> Tuesday from July – September, the Board of Health invites our residents to join us for 30 minutes as we walk along the Bruce Freeman Trail while discussing different health topics. Weather permitting, we meet at 9:00am at the 110 Ballfield.

The Public Health Director, the Public Health Nurse, and the Health Educator are active participants on numerous committees including the High School Drug Task Force, LiveSmart, the School Department's Wellness Committee, Greater Lowell Health Alliance Substance Use Prevention Task Force and Marijuana Subcommittee, the Healthy Eating and Living Task Force, Massachusetts Opiate Abuse Prevention Collaborative, Substance Abuse Prevention Collaborative, Massachusetts Association of Public Health Nurses, Mass Health Officers Association, and the Region 3C Emergency Preparedness Coalition.

### Unwanted Medication Drop Box:

**LET'S KEEP UNUSED PRESCRIPTION MEDICATION OUT OF THE HANDS OF OUR YOUTH AND ANY OTHER OVER THE COUNTER MEDICINE OUT OF OUR WATER AND LANDFILLS!**

There is an Unwanted Medication Drop Box located in the Chelmsford Police Station lobby. It is available 24 hours per day. Any unwanted or expired medication (NO LIQUIDS or SHARPS) can be dropped into the slot.

Remove medication from the bottle and place it in a sandwich size zip lock baggie. Dispose of the baggie in the slot located at the front of the drop box; no questions asked!

Please be sure to contact the Chelmsford Police Department for updated drop-off information regarding COVID-19 restrictions.



## Board of Health

### **Influenza Vaccine Program**

The Board of Health sponsored several flu clinics this past year; 851 flu vaccine doses were administered at multiple clinics.

The Board of Health also offered seasonal flu vaccine clinics this year for students at both Middle Schools as well as at CHS. The clinics were held during the school day after receiving parental consent. A total of 198 students were immunized in the school-based program.

### **Immunization Program**

Ninety-nine (99) immunizations: 4 Adult Hep A, 72 Adult Hep B, 20 Adult Shingrix and 5 Tdap were administered to adults in compliance with the Massachusetts Immunization Laws.

### **Hypertension Screening Program**

Blood pressure screening for residents are held the first Thursday of every month from 9:00 to 12:00 at the Board of Health, Town Offices. Sixty-nine (69) residents attended the screenings this year.

### **Cholesterol Screening Program**

The Public Health Nurse offers cholesterol screenings throughout the year at the Board of Health office in the Town Hall. Appointments are needed and a \$20.00 fee is required. These screenings are advertised in the local newspapers, local cable television and the Town of Chelmsford web page at [www.chelmsfordma.gov](http://www.chelmsfordma.gov). A total of six (6) screenings were done in 2020. The COVID-19 Pandemic prevented other clinics from taking place.

### **Emergency Preparedness**

There is ongoing recruitment for the Upper Merrimack Valley Medical Reserve Corps, a volunteer organization that is tapped into to obtain volunteers to help out in a disaster situation.

The Board of Health continues to promote emergency preparedness working through the Region 3C Coalition along with the UMVMRC ([www.UMVMRC.org](http://www.UMVMRC.org)) to educate the public on the importance of being prepared for an emergency. Region 3 Public Health Coalitions have been working for the past year with the Regional Hospitals, Long Term Care Facilities, EMS and Community Health Centers to form a new joint Coalition to deliver a better coordinated service during emergencies.

### **Health Promotion and Education Programs Coordinated with Other Partners**

- Stop the Bleed
- Campaign for a Healthy Heart in February
- Breast Cancer Awareness
- BOH Inspection of all Summer Camps for Children per State requirements
- Beach water testing weekly during the summer months





## Board of Health

### Medical Sharps Disposal for Chelmsford Residents

Residents are NOT permitted to dispose of any sharps into the town's curbside trash collection system. The Chelmsford Board of Health has set up specific dates and times for residents to drop off their medical sharps (needles & syringes). This program provides a means for proper disposal of Medical Sharps for CHELMSFORD RESIDENTS ONLY (NO BUSINESS, MEDICAL OFFICE, OR COMMERCIAL DISPOSAL IS ACCEPTED).

Requirements:

**#1: Pre-Registration:** Free to all town residents that pre-register with the Board of Health. Please call the Board of Health office at (978) 250-5241 to pre-register. \*Please note, you only need to register once.

**#2: Use of Proper Containers:** The Board of Health is ONLY accepting sharps containers or coffee cans securely shut.

The collection day is scheduled for the SECOND MONDAY of April, September, & December from 9:00a-4:00p at the Chelmsford Board of Health Office, Room 102 (next to elevator) 50 Billerica Road, Chelmsford, MA 01824.

### Communicable Disease Program

The Board of Health followed up on one (1) active case of TB for surveillance and maintenance purposes.

Medical records are 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 or other chest clinics. When necessary, TB testing is done at places of business if employees are exposed to an active case of TB. Chelmsford had two cases of Active TB Infection.

For those receiving medication treatment for LTBI the Public Health Nurse follows up to assure medication compliance.

There were a total of 685 communicable diseases with the three major diseases being COVID-19 (366), Influenza (280), and 39 other diseases reportable to DPH.

### COVID-19

As of June 30, 2020, there are 366 Confirmed & Probable Cases of COVID-19 in Chelmsford. The Board of Health followed up on every positive COVID-19 Case and provided our residents on guidance and education on the protocols for isolation per the Massachusetts Department of Public Health (MDPH). In addition to following up with positive cases, we identified all close contacts and provided them with guidance on quarantining and testing resources per MDPH. The Board of Health collaborated with other Town Departments regarding health and safety management during this unprecedented pandemic and we will continue to do so until it is no longer needed.



## Veterans' Services

*Regina Jackson, Veterans' Agent*



*left to right; Richard P. O'Neil, John G. Harrington, William E. McCarthy, Joseph E. MacShane*

The Chelmsford Veterans' Services Office provides short-term financial assistance to eligible Veterans and their families as mandated by Massachusetts General Law Chapter 115. The Chapter 115 program is a public assistance program run by the State. We can assist eligible, needy Veterans with a monthly allowable grant and some medical coverage. The amount of assistance depends on the budget standards set by the Commonwealth of Massachusetts Department of Veterans Service. The State will reimburse Chelmsford for 75% of authorized benefits paid out.

FY 2020 should be divided into two parts: pre- pandemic (July 2019 – March 2020) and COVID-19 pandemic (March 2020 – June 2020 and beyond). Although we did shut down public access to Town Offices in March 2020 for about 12 weeks, we never stopped serving the needs of our Veterans and families.

The actual Chapter 115 financial support paid out at the start of the COVID-19 pandemic did not increase significantly but there was a huge increase in need for basic assistance – food, housing, medical access. We participated in numerous food drives and community support programs to help our Veteran families struggling in this pandemic. The State Department of Veterans Services as well as the Federal VA did increase support for SSVF (Supportive Services for Veterans and Families) programs which provide much needed housing payment assistance and housing vouchers. There was no disruption in assistance. All monthly Chapter 115 payments were distributed on time and in the safest manner – either hand delivered or some by mail.

In fiscal year 2020 Chelmsford paid out \$127,328.00 to Veterans and widows/ surviving spouses eligible for the Chapter 115 assistance. The benefit is paid out on a monthly basis.



## Veterans' Services



*Rev. Stephen Burkett, Regina B. Jackson*

We assisted an average of 35 benefit requests per month – paid out to 20+ Veterans & surviving spouses. The Town will get back \$95,400.00 of that amount. This is the maximum 75% reimbursement allowed by the State. The amount of Chapter 115 benefits paid out has held steady this past year. The Chapter 115 program provides a limited safety net for Veterans.

The number of Veterans eligible for Federal VA benefits is always a small percentage of the total number of Veterans in the community. Almost all VA benefits must be applied for – they are not automatic. This office helps any Chelmsford Veteran dealing with the VA claims process. The claims may be an initial filing, reopen a disability claim for increase, appeals on denied claims, hearings with the Regional Office or hearings before the Board of Veterans Appeals, etc.... The VA periodically takes a 'snapshot' of the total amount of Federal Veterans benefits that flow into a community. The latest figures from 2019 are as follows: The amount of Federal VA money that flows annually into Chelmsford for Veterans / Beneficiaries is \$7,548,756.00 as disbursed to over 507 Veterans / surviving beneficiaries.

Veterans Day 2019 was a special occasion for Chelmsford. The Chelmsford Veterans Park Committee, which is independent from the Town, added 137 names to Veterans Memorial Park. We incorporated the dedication of the new stones with our traditional Veterans Day observance. Over 400 people from the community participated in the observance. It was a wonderful way to honor and thank our Chelmsford Veterans.

This office processes applications for State Veterans Bonuses and Annuities. We also work closely with the Chelmsford Housing Authority to address the housing needs of our Veterans and to implement the VASH housing voucher program in conjunction with Bedford VA Medical Center. We also work closely with the numerous Veterans groups and organizations throughout the Merrimack Valley. We collaborate with The Veterans Northeast Outreach Center (VNEOC) and Elder Services of Merrimack Valley on many issues. There have been several exciting regional and local housing opportunities open for our homeless Veteran population. We work with the Assessor's office to identify eligible Veteran homeowners for the State Veteran tax exemptions.

Our office coordinates the Chelmsford Veterans Day Observance, which is always held at Veterans Memorial Park on the 11th of November at 11:00AM (11/11 at 11). All are welcome! We also coordinate the Memorial Day Parade, which is on Monday (Memorial Day) at 10:00 am. The parade alternates yearly between North Chelmsford and Town Center. Due to the COVID-19 pandemic, we did not have a Memorial Day parade in 2020, however, we did have a Memorial Day Observance recorded by Chelmsford Telemedia. It is accessible online.

Veterans Services is located at Town Offices, 50 Billerica Road. We are on the first floor, Room 109. The office is open Monday, Wednesday, Thursday 8:30AM-4:00PM, and Tuesday 8:30AM – 7:00PM and Friday 8:30AM- 1:00PM. If you are unable to visit the office, please call and I would be happy to schedule a home visit. # 978-250-5238, [rjackson@chelmsfordma.gov](mailto:rjackson@chelmsfordma.gov)

Thank you.

Regina B. Jackson  
Veterans Agent



## Board & Committee Reports

### Bicycle & Pedestrian Advisory Committee

*Robert Klinkhammer, Chair*



The Bicycle and Pedestrian Advisory Committee (BPAC) was formed to improve bicycling and pedestrian conditions in the Town of Chelmsford. Its long-term goal is to help make Chelmsford more bicycle and pedestrian friendly community where users of motorized and non-motorized means of transportation can safely share the roads. The Committee has continued the work from its inception in a number of areas.

During the past year, the BPAC moved forward on several projects. With the completion of the Grist Mill Condominium project at Cushing Place, efforts moved forward on creating the interpretive displays for the Carol Cleven Park. Three displays were designed, arrangements made for manufacture, and their subsequent installation near the kiosk. The displays document the history of Representative Cleven's efforts to gain funding for the construction of Phase 1 of the trail and includes the history of the Cushing Place site and of the Lowell-to-Framingham railroad on which the trail is built. In addition, a second bench was donated for the site.

This spring, the Chelmsford DPW was able to install the second bench and repair the pad areas for the benches, bike repair station and the bicycle racks. In the future, a dedication ceremony will be arranged for the park.

However, due to the COVID-19 pandemic it is on indefinite hold. With a donation from the Friends of the Bruce Freeman Rail Trail and a grant from the Chelmsford Cultural Council, a new set of murals were painted for the Art Walk wall and are awaiting installation.

Progress was made at the Pond Street Kiosk site. Due to the mild winter, DPW was able to prepare the site and later in the spring, the donated bicycle racks and a donated bench were installed at the site. BPAC will be in contact with the Nashoba Tech Carpentry Shop to see if the kiosk can be built on site when school commences in the fall.

The committee maintains a web page on the Town website at <http://www.chelmsfordma.gov/Bicycle.cfm> with valuable information and important links related to bicycle and pedestrian issues, rules, safety guidelines and various activities. There is also a link to a Bruce Freeman Rail Trail light maintenance program. This will be used to encourage volunteers to get involved with helping to maintain the bike trail. The Committee has placed articles of interest in the quarterly Community Newsletter published by the Community Education Department.

Many activities have been undertaken regarding the Bruce Freeman Rail Trail as BPAC has a role to coordinate maintenance and monitoring of the trail. The committee works with the Department of Public Works to address safety and maintenance incidents as they occur. The DPW has done an excellent job with mowing and leaf blowing along the trail as well as addressing issues with low hanging and fallen trees along the trail. Volunteers go out on the trail to remove trash and prune back branches and vines as well.



## Bicycle & Pedestrian Advisory Committee

This year the Town of Chelmsford received a \$90,000 grant from the MassTrails program. This funding combined with additional cash and in kind funding from the Town will be used to repair many sections of the trail where tree root incursions have heaved and cracked the asphalt surface. This work is expected to occur in the fall of 2020 when trail activity decreases since it will likely be necessary to close sections of the trail to complete the repairs.

BPAC also coordinates a trail count in Chelmsford to document the level of trail usage as well as addressing signage, crossing and safety issues at key trail intersections, particularly in Chelmsford Center, near Fletcher Street, Golden Cove Road, High Street and Maple Road crossings. This year the DPW installed automatic Rectangular Rapid Flashing Beacons at the High Street and Maple Road crossings.

For the coming year, the Committee's major effort will be to assist in arranging a dedication of the Carol Cleven Park, installing the new murals on the Art Walk wall at Cushing Place and installation of the kiosk at Pond Street. These activities will depend on conditions related to the COVID-19 Pandemic and restrictions on gatherings and social distancing guidelines.

The committee continues to respond to resident concerns regarding bicycle and pedestrian safety and monitor issues related to the operation of town roads and the installation and maintenance of sidewalks, crosswalks and signage with the goal of enhancing bicycle and pedestrian safety in the Town. The Committee will also be updating the Bicycle and Pedestrian Plan in conjunction with the updating of the Town's Master Plan.

The BPAC thanks the Town Manager, Board of Selectmen, Town Engineering Department, Department of Public Works, Police Department and all town officials for their continuing support of this committee and its efforts.

Respectfully submitted,

Robert Klinkhammer, Chair  
Chelmsford Bicycle and Pedestrian Advisory  
Committee

2020-2021 BPAC Members

Robert Klinkhammer, Chair  
James Kelsey, Vice Chair  
Thomas Gazda, Secretary  
David Antonelli  
Michael Carignan  
Steven Pustell  
Robert Schneider



# Board & Committee Reports

## Chelmsford Cultural Council

*John Mejia, Sue Jefferson – Co-Chairs*



**Stats:**

Members: 6

Meetings: 1 every 2<sup>nd</sup> Wednesday per month (except July)

Length of Term: 3 years, rolling enrollment

The Chelmsford Cultural Council (CCC) awards grant funds annually to artists and organizations that help build and contribute to Chelmsford's lively cultural community. Our published priorities for the upcoming grant cycle are to fund projects that:

- Support Chelmsford artists, cultural organizations and community events
- Promote collaboration among local artists, cultural groups and community organizations
- Celebrate Chelmsford's cultural diversity and promote inclusiveness
- Bring new artists and/or cultural opportunities to Chelmsford

**Holiday Prelude**

The Chelmsford Cultural Council sponsored the Quintessential Brass for the town's holiday festivities on the Town Common in December.

**Chelmsford Center for the Arts**

Additional funding was also given to the Chelmsford Center for the Arts for a conductor's podium.

**Recruitment of New Members**

Council members Barbara Reilly and Trish Mescall attended the town Volunteer Fair at the Chelmsford Senior Center in early March to promote the council and publicize openings.

**Council Members:**

Sue Jefferson – Co-Chair, Grant Administrator,

John Mejia – Co-Chair, Treasurer

Barbara Reilly – Secretary

Doug Sparks

Trish Mescall

Anne Dumke

**24th Annual Photography Contest**

The Chelmsford Photography Contest was held at the Chelmsford Public Library on the first Sunday in February as part of the town's WinterFest activities. Under the direction of cultural council members, John Mejia, and Sue Jefferson, photographs were entered in the contest and displayed at the library for the month of February. Professional photographers, Adrien Bisson, Kevin Harkins and Deb Venuti graciously served as judges. Cash prizes were awarded to student, amateur, and professional photographers. A reception for grant recipients, photographers and the public was held in the library meeting room with refreshments.





## Chelmsford Cultural Council



Photography contest award winners were:

### **Student**

1<sup>st</sup> – Jack Walsh

### **Amateur**

1<sup>st</sup> – Stephen Beyer

2<sup>nd</sup> – Dianne L. Carey

3<sup>rd</sup> – Dianne L. Carey

1<sup>st</sup> Honorable Mention – Daniel Carey

2<sup>nd</sup> Honorable Mention – Patti Spawn

### **Professional**

1<sup>st</sup> – Lee Fortier

2<sup>nd</sup> – Mike Weinhold

3<sup>rd</sup> – Mike Weinhold

John Mejia will be leaving us this year since his term of office has ended. We want to thank him for his six years of hard work and dedication. He worked on the photography contest as well as serving as treasurer and co-chair during his time with us.

I will also be leaving us this year after five years of work on the council. I worked on the photography contest as well as serving as grant manager and co-chair during my tenure. It has been a pleasure to work with both council members and grantees who are dedicated to promoting a lively cultural community in Chelmsford.

Respectfully Submitted,  
Sue Jefferson – Co-Chair  
Chelmsford Cultural Council



# Board & Committee Reports

## Chelmsford Cultural Council

### FY 2020 Grant Activity

In FY 2020 the CCC received \$14,195.00 from the Massachusetts Cultural Council and awarded that money to the following applicants:

Applicant	Project	Grant Funding	Project Location
Boston Yue Opera House	The Princess's Messenger	\$500.00	McCarthy Middle School – Chelmsford, MA
Chelmsford Community Band	Special Jazz Trumpet Event	\$800.00	Chelmsford Center for the Arts – Chelmsford, MA
Chelmsford Scottish Family Dance	Family Scottish Country Dance	\$480.00	Chelmsford Community Center – North Chelmsford, MA
Chelmsford Senior Center	Sheryl Faye Presents Historical Women	\$300.00	Chelmsford Senior Center – North Chelmsford, MA
Chinese Family Network	Inter-Generational Art Exhibition & Exchange	\$950.00	Chelmsford Public Library – Chelmsford, MA
Contemporary Arts International	2020 Stone Carving Symposium	\$578.00	CAI Art Grounds – Acton, MA
Delvena Theatre Company	Meet Julia Child!	\$585.00	Chelmsford Public Library – Chelmsford, MA
Denise Doucette	Musical Program for Seniors	\$645.00	Chelmsford Senior Center – North Chelmsford, MA
Diane McGary	Resident Therapeutic Musician	\$850.00	Lowell General Hospital – Lowell, MA
Discovery Museum	Free Friday Night Fun	\$300.00	Discovery Museum – Acton, MA
Fitchburg Art Museum	85 <sup>th</sup> Regional Exhibition of Art & Crafts	\$200.00	Fitchburg Art Museum – Fitchburg, MA
Friends of the Bruce Freeman Rail Trail	BFRT Mural Project @Cushing Place	\$1,000.00	Bruce Freeman Rail Trail – Chelmsford, MA
Gregory Maichack	Pastel Paint Your Georgia O'Keefe Flowers	\$607.00	Chelmsford Public Library – Chelmsford, MA
Harrington Parent Teacher Organization	Heritage Festival	\$1,000.00	Harrington Public School – Chelmsford, MA
Indian Hill Music Inc.	Bach's Lunch Concert Series	\$500.00	Indian Hill Music Inc. – Littleton, MA
Kammerwerke Double Wind Quintet	Kammerwerke Double Wind Quintet Series	\$750.00	First Parish Unitarian Universalist Church – Bedford, MA
Massachusetts Educational Theater Guild, Inc.	The Massachusetts High School Drama Festival	\$500.00	Chelmsford High School – Chelmsford, MA
Rosie Latto	Nashoba Valley Chorale Winter Concert	\$1,000.00	Littleton High School – Littleton, MA
Town of Acton Recreation Department	Kids MusicFest	\$1,500.00	Nagog Park – Acton, MA
Virginia Thurston Healing Garden	Expressive Arts Therapy Series	\$500.00	The Virginia Thurston Healing Garden Cancer Center - Harvard, MA
Vision for Innovation Academy (VIA)	Trip to Boston Symphony Orchestra Rehearsal	\$50.00	Symphony Hall – Boston, MA
Westford Chorus Inc.	From the Heart of Europe: Music of Dvorak	\$600.00	All Saints Episcopal Church – Chelmsford, MA





## Chelmsford Commission on Disabilities



**Questions and comments are always welcome. Concerns or complaints are held in strict confidence. The CCOD hotline can be reached at (978) 250-6989.**

The Town of Chelmsford Commission on Disabilities (CCOD) is an appointed committee which is empowered to carry out programs in coordination with the Massachusetts Office on Disability in order to bring about full and equal participation in all aspects of life in the Town of Chelmsford for persons with disabilities.

A person with a disability is defined as any person who:

- Has a physical or mental impairment which limits one or more major life activities.
- Has a record of such impairment or is regarded as having such impairments as defined in Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the Americans with Disabilities Amendment Act of 2008.

The CCOD strives to deal with all disability issues, including, but not limited to, providing information, advocacy, referrals, guidance, and coordination of activities for persons with disabilities residing in the Town of Chelmsford.

The CCOD emphasizes its stated mission to public agencies, private individuals, public and private entities, and institutions. Its members include individuals with disabilities and family members of persons with disabilities. Commission members offer new concepts, enthusiastic goals and a determined outlook.

Chelmsford is one of a small number of cities and towns in Massachusetts that has adopted the concept of an ADA Coordinator staff position. This allows the appointed individual, that has been certified by the State, to actively educate and assist in the enforcement of rules and regulations in the Town of Chelmsford that pertain to the rights of persons with disabilities.

During the past year the CCOD developed an initiative to promote the availability of large print menus at local restaurants, in order to provide a more inclusive atmosphere for persons with visual impairments, seniors, and any persons who experience difficulties reading small print on restaurant menus under low lighting conditions. The CCOD is planning to continue with this initiative once restaurants are reopened after the coronavirus pandemic.

The CCOD also worked to create and enhance its Social Media presence, and is seeking to increase its membership by reaching out to Chelmsford residents who are involved or interested in programs that benefit the disabled. New members are always welcome.



# Board & Committee Reports

## Housing Authority

*David Hedison, Executive Director*



The Chelmsford Housing Authority (CHA), a municipal corporation, is committed to serving low- and moderate-income seniors, families, veterans and disabled individuals in need of affordable housing in the Town of Chelmsford. Our agency has been serving the community for over 50 years. As state and federal resources diminished for the creation of affordable housing opportunities and supportive services, our agency founded CHOICE Housing Opportunities for Intergenerational and Community Endeavors, Inc. (CHOICE, Inc.) a non-profit mirror of the Chelmsford Housing Authority in 2001. In 2017, CHOICE, Inc also acquired the assets of the Chelmsford Housing Elder Partnership, Inc. (CHEP) and the Westford Initiative for Senior Housing, Inc. (WISH). The CHA Board of Commissioners serves as the Board of Directors for all three non-profit boards. These non-profit operations are subject to the same rules, regulations and oversight as is the Chelmsford Housing Authority.

Over the past year, our agency has continued to make limited progress in securing additional resources for families, veterans and the disabled in need of housing. The CHA is pleased to inform the community that we were successful in a competitive funding round to secure 58 new Section 8 vouchers for non elderly

disabled applicants at risk of homelessness or experiencing homelessness. Construction has competed at our new development in Shirley, MA that will be home to at least 58 seniors. Permitting is complete for a new project in Westford that will house at least 18 seniors in need of supportive services and lastly the CHA/CHOICE acquired Brianna Lyn at 86 Richardson Road and has received over \$2.8 million for a complete rehabilitation of the development. CHOICE has also expanded the number of units we privately manage. The Kinloch, Mill and 3, Beaver Brook as well as others continue to be an additional resource for those seeking affordable housing. Lastly, we anticipate opening a new 7 units supportive senior development in Westford, MA later in 2020 and early 2021 after it was successfully funded. The CHA and its affiliated boards are continuing to seek new housing opportunities for the development of affordable senior housing, as there has been a significant increase in the need for supportive and independent senior housing.

The Chelmsford Housing Authority's State Public Housing portfolio makes up a small percentage of our agency. However, the greatest need for state funding for modernization rests with this portfolio. The CHA was thrilled to learn that we secured over \$4 million dollars to rehab McFarlin Manor and an additional \$700,000 for Chelmsford Arms. Rehab will begin in late 2020 and early 2021. These projects will cause a halt in new admissions to the State Public Housing Portfolio as we need to have units left vacant so work can be completed. So while we celebrate the funding to update two of the three State Public Housing Development, applicants on the waiting list will see an increased wait.

The Chelmsford Housing Authority's waiting list for our State Aided Senior Housing now has transitioned over to a Statewide waiting list. There are currently over 160,000 applicants on the waiting list. While we still focus on our local residents, the State requires that we offer local



## Housing Authority

residents in emergencies, then applicants in emergencies from any community and then local standard applicants. Because new applications are being added every hour from across the state, it has become extremely difficult to provide local applicants with an estimated wait. The average wait is still over 5-7 years for State Public Housing. All of our other developments are in the 3- 5 year waiting period.

Our agency also manages over 800 Section 8 Rental Vouchers. There are over 3,000 applicants on the waiting list, more than 1,000 of whom with a local preference based on where they live or where they work. We are currently making offers to people who applied back in 2011. There is clearly a significant backlog of people in need of housing assistance.

The Chelmsford Housing Authority continues to manage the Northeast Regional Capital Asset Team for the Massachusetts Department of Housing Community and Development. We are responsible for overseeing and providing technical assistance to 68 housing authorities with regard to their State Housing Capital Program. Our agency is now responsible for over 9,000 units in the northeast region of Massachusetts. With an additional team of employees, we have expanded our mission in serving agencies from Amesbury to Hopkinton. We are now in our fifth year and anticipate that this program will increase in scope. This program was instrumental in the distribution of the PPE to the agencies we serve during the COVID Pandemic.

Each year, our organization strives to meet the needs of the residents waiting for affordable housing and those already residing in our housing. Overall, we have over 1,100 applicants on our waiting lists that either work or live in Chelmsford. Quite often, these applicants are our neighbors, former teachers and individuals who never anticipated needing our assistance. We remain committed to making progress

in meeting the needs our community. With heartfelt appreciation to the residents of the Town of Chelmsford, its elected and appointed officials and the Commissioners and Staff of the Chelmsford Housing Authority, we look forward to continuing our mission over the next year.

Our Board of Commissioners and Staff are extremely appreciative of the community for the support and recognition of the need for affordable housing in our community. After over 33 years of work at the Chelmsford Housing Authority I am proud of the work we have been able to accomplish through partnerships and new applications for funding. Together we can all make a difference.

David J. Hedison, Executive Director  
Connie Donahue-Comtois, Deputy Director



# Chelmsford Military Community Covenant



*The members of the Chelmsford Military Community Covenant Task Force prepare to serve local veterans and their families during our annual Military Appreciation Cookout. From left to right are: Lisa Devine, Brian Fredriksson, Jim Curley, Steve Miller, Pat Wojtas, and Chuck Fidler.*

The Chelmsford Military Community Covenant mission statement reads:

**Together, we are committed to building strong communities.**

**We, the Community, recognize:**

- The commitment Service Members and their families are making every day
- The strength of Service Members comes from the strength of their families
- The strength of their families comes from the strength of the Community
- The strength of the Community comes from the support of Employees, Educators, Civic and Business Leaders, and its Citizens

**We, the Community, are committed to:**

- Building partnerships that support the strength, resilience, and readiness of Service Members and their Families
- Assisting in the implementation of the Military Covenant



## Chelmsford Military Community Covenant

During the past year, the Covenant has continued our mission to recognize those service members who have returned from deployments, are serving on active duty, and those who served during earlier conflicts.

Our annual tradition of hosting a cookout to show appreciation to all Veterans, active military, and their families continued. Thanks go to the Chelmsford Lodge of Elks, who, once again, graciously donated the use of their pavilion for this event. The weather was pleasant, and the turnout was exceptional. The folks who showed up enjoyed each others' company, as well as the delicious food prepared by members of our committee and generous volunteers. This has become a tradition that we look forward to each year.

We also conducted is a 9/11 Remembrance Ceremony last September. This solemn service assures us that the events of September 11, 2001 are never forgotten. As the years pass since the attacks, they have become more historic. We try to include high school students in our ceremony so that the remembrance becomes more personal than something studied in school.

The Fall saw us helping local veterans with yard work. The thanks we receive from them is matched by the appreciation that we have for their sacrifices for our country.

As with all residents, some of our usual activities have been impacted by COVID-19. We were unable to have the cookout on Armed Forces Day that has been sponsored by Maxwell's of Chelmsford for many years. And we were forced to cancel a luncheon outing for veterans living at a local assisted living facility. We hope to be able to resume both activities next year.

As always, please feel free to reach out to us for assistance with tasks for local veterans, active military, and their families. We have volunteers ready, willing, and able to to help in many ways.

We are hoping to post more Welcome Home banners for returning troops; so let us know if you are aware of anyone that we can recognize in this manner.

We are truly amazed and grateful for the extraordinary level of support we receive from individuals, businesses, and organizations in the Town of Chelmsford, who are ready to step forward with financial aid and volunteer hours, as needed.

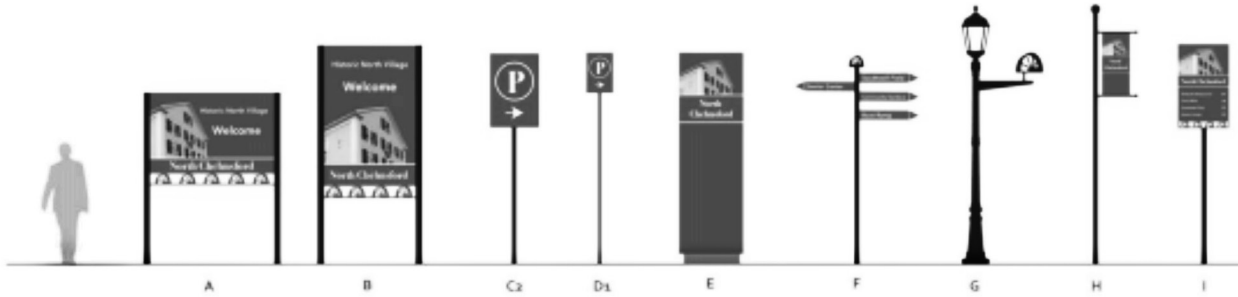
The members of the Chelmsford Military Community Covenant Task Force are:

Pat Wojtas  
Brian Fredriksson  
Steve Miller  
Jim Curley  
Lisa Devine  
Brad Panton  
Chuck Fidler



# Board & Committee Reports

## Vinal Square Master Plan *Joe Tierney, Chair*





## Vinal Square Master Plan



### Background

Upon completion of the Vinal Square Strategic Action Plan, in 2014, and the establishment of an official standing committee in 2015, the Committee has transitioned to the implementation phase of the Plan and has now created specific Sub-committees to address key areas highlighted within the Plan. The Study Area encompassed the Historic Village of North Chelmsford, including the core Vinal Square area, as well as Southwell Fields, the Senior Center, Freeman Lake, Varney Park, and the Historic Mills. These areas were deemed core to the revitalization of the Vinal Square area and will play an important role when integrating residents with both businesses and public attractions.

### VSSAP Committee Members

(Due to COVID-19, our last public meeting was early March)

Joe Tierney, Chair

Kenny Pantuso, Co-Vice Chair

Laura Lee, Co-Vice Chair

Janet Murphy, Secretary

Bill Gilet

Bill Vines

Mike Walsh, Planning Board

Virginia Crocker Timmins,  
Board of Selectmen Liaison

### Selected Key Accomplishments

- Wayfinding Signage/Branding Program, need to determine size and final order for DPW install.
- Engineering survey conducted and findings reviewed during March meeting
- Partner with Chelmsford Open Space Stewards to restore open space trails at Southwell Fields, MOU for Varney Park clean up. Beach Clean up and rake sand. Wotton Rd Community Gardens.
- Partner with Colin Spence (CPD) to improve safety and cleanliness of Varney Park
- Partner with Steve Callaghan (DPW) Varney Park and Playground initiatives
- Phase II Tennis Court, Pickleball Court (parking off of Varney Ave. and road repaving (delayed COVID-19)
  1. \$89K Bid from approved by BOS for Phase II of Varney Park restoration plan
  2. June - Demo old court, July - August graded, paved, painted, fenced - awaiting nets, topsoil and hydro seed
  3. Varney Park/Playground Subcommittee for future improvements and events (Meetings delayed - COVID-19)
- Fund-raising and community events (e.g., movie night, paint night, block party, etc)
- Input to replace playground that is approaching EOL (3+years out)
- Continue Planter Program with support from Chelmsford Garden Club
- Partnered with Chelmsford Schools to create Varney Summer Open Park for kids (cancelled /COVID-19)
- Maintain public dock at Varney Park beach (installed by Eagle Scout, Owen Busser)
- New MacKay Library Planters and benches (installed by Eagle Scout, James Barrett) June - July
- Small Business Support with Lisa Marrone (Dir Business Development)
  - Regular Communication, meeting participation and Special COVID-19 outreach lock down/reopening strategies
  - Facade improvement and other programs (Evan Belansky, Dir Community Development)



# Boards & Committees

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## Committee Descriptions

### Agricultural Commission

Board of Selectmen Appointed  
Members: 5  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
The Commission services as facilitators for encouraging the pursuit of agriculture in Chelmsford, promote agricultural-based economic opportunities in Town, acts as mediators, advocates, educators, and/or negotiators on farming issues, works for preservation of prime agricultural lands and pursues all initiatives appropriate to creating a sustainable agricultural community.

### Arts and Technology Education Fund

Town Manager Appointed  
Members: 9  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
The committee works to provide supplemental funding to support educational initiatives and projects that enhance the curriculum of the Chelmsford Public Schools.

### Bicycle and Pedestrian Advisory Committee

Town Manager Appointed  
Members: 9  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
The committee works to improve bicycling and pedestrian conditions; coordinates maintenance, policing, and enhancements to any bicycle/pedestrian paths. The committee facilitates coordination of activities that involve or affect non-motorized transportation.

### Board of Appeals

Town Manager Appointed  
Members: 5, plus 3 alt.  
Length of Term: 3 Years, 1 for alts.  
Term Begins: July  
Average Meetings: 1 per month  
The Zoning Board of Appeals mission is to interpret and apply the General Laws of the Commonwealth of Massachusetts and the Zoning Bylaws of the Town of Chelmsford to all matters which appear before it. In so doing, the Board follows its rules and regulations fairly and gives due deference to the reports of the Planning Board and the Building Commissioner, who is the Zoning Enforcement Officer for the Town of Chelmsford, as well as the decisional laws of the Commonwealth.

### Board of Assessors

Town Manager Appointed  
Members: 3  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
The Board of Assessors is responsible for the full and fair market valuation of real and personal property for the purposes of levying the property tax as of January 1st every year. It is the responsibility of the assessors office to maintain valuations at full and fair cash value and to meet the Commissioner of Revenue's re-certification requirements of property valuation every three years. The assessors office collects and maintains a database on each parcel of property in town. The assessor's office is responsible for the administration of the 30,000 excise bills which are issued by the Registry of Motor Vehicles annually, as well as, subsequent excise commitments.

### Board of Health

Elected Members: 3  
Length of Term: 3 Years  
Term Begins: April  
Average Meetings: 1 per month  
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

Board of Selectmen Appointed  
Members: 3  
Length of Term: 3 Years  
Term Begins: April  
Average Meetings: Varies by elections per year  
The Board is in charge of administering the town census, voters' registration, and elections.

### Board of Selectmen

Elected Members: 5  
Length of Term: 3 Years  
Term Begins: April  
Average Meetings: 2 per month  
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.

### Capital Planning Committee

Appointed Members: 7  
Town Treasurer, Town Accountant, two BOS appointed Citizen Reps, Finance Com. Rep., Library Trustee Rep., School Com. Rep.  
Length of Term: 1 Year  
Term Begins: July  
Average Meetings: weekly  
November - December.  
The Committee studies proposed capital outlay, declares rules and regulations, makes investigations, and holds public hearings as it deems appropriate.





## Committee Descriptions

### CIVIC Committee

Board of Selectmen Appointed  
Members: 7  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 2 per month  
The work of the Community Involvement and Volunteerism in Chelmsford (CIVIC) Committee is to increase volunteerism and civic engagement as well as to recognize and showcase the outstanding individuals and groups who through abiding service have demonstrated their long-term commitment to the Chelmsford community.

### Cemetery Commission

Elected Members: 3  
Length of Term: 3 Years  
Term Begins: April  
Average Meetings: 6 per year  
The Commission plans, operates, and maintains the six Town cemeteries as attractive, dignified, and appropriate public burial grounds.

### Commission on Disabilities

Appointed Members: 10  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
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.

### Community Action Program

Town Manager Appointed  
Members: 7  
Length of Term: 1 year  
Term Begins: July  
Average Meetings: 1 per quarter  
The Community Action Program provides a unique source of matching funds for projects that benefit the community. The Community Action Program was established for the purpose of awarding cash grants to individuals and organizations that wish to develop civic projects for the benefit and enjoyment of the citizens of Chelmsford.

### Community Preservation Committee

Appointed Members: 9  
Community Dev. Dir., DPW Dir., BOS Rep, Planning Board Rep, Conservation Rep, Housing Auth. Rep, Historical Com. Rep and two Town Manager appointed Citizens.  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
The third Wednesday at 7:00 PM  
The Community Preservation Act (CPA) provides funding through a surcharge on the property tax bills for the preservation of Open Space, Historic Preservation and Affordable Housing. The CPC holds annual public hearings on proposed plans for the fund and presents for Town Meeting approval

### Conservation Commission

Town Manager Appointed  
Members: 7  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 2 per Month  
The commission is responsible for ensuring protection of wetlands and acquiring, managing, and maintaining over 750 acres of conservation and Town Forest Land.

### Council on Aging

Town Manager Appointed  
Members: 11  
Length of Term: 3 Years Average  
Term Begins: July  
Average Meetings: 1 per month  
The Chelmsford Council on Aging is appointed by the Town Manager. The members serve in an advisory capacity and work with the Director of the Senior Center to develop policy, programs and services. Council members are appointed on a rotating basis, each for a period of three years, and may serve a maximum of six continuous years.

### Cultural Council

Town Manager Appointed  
Members: 9 up to 21  
Length of Term: 2 Years  
Term Begins: July  
Average Meetings: 1 per month  
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.

### Economic Development Commission

Town Manager Appointed  
Members: 7  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
The Economic Development Commission's efforts include: Understanding the needs of prospective businesses opening/relocating to Chelmsford. Conducting roundtable meetings with commercial realtors and businesses. Collaborating with local and regional business organizations. Participating in industry associations.



# Boards & Committees

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## Committee Descriptions

### Energy Conservation Committee

Town Manager Appointed  
Members: 9  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
The Energy Conservation Committee assists with identifying, designing, and implementing programs and projects for energy conservation, energy efficiency, and renewable energy generation. These programs and projects may include all forms of energy use: electricity, natural gas and heating oil, and transportation fuels.

### Finance Committee

Town Moderator Appointed  
Members: 7  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per week - (September to May)  
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

Town Manager Appointed  
Members: 7  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
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

Town Manager Appointed  
Members: 5  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
The Commission works to preserve and protect the buildings and places within the Chelmsford Center Historic District.

### Holiday Decorating Committee

Town Manager Appointed  
Members: 7  
Length of Term: 1 Year  
Term Begins: December  
Average Meetings: as needed seasonally  
The Holiday Decoration Committee consists of a group of volunteers appointed by the Town Manager, who arrange and implement the Holiday Lighting and Prelude Ceremony in Chelmsford Center on the first Sunday in December. The Committee, with the help of several interested individuals and groups, physically put up and take down all the lights on the shrubs and trees on Chelmsford Common, the Old Town Hall and the Chelmsford Business District.

### Housing Authority

Elected Members: 5  
Length of Term: 5 Years  
Term Begins: April  
Average Meetings: 1 per month  
The Housing Authority works to provide an adequate supply of low and moderate income housing for Town Residents.

### Middlesex Canal Commission

Town Manager Appointed  
Members: 4  
Length of Term: 2 Years  
Term Begins: July  
The Commission works to maintain the Middlesex Canal Heritage Park and to inform, inspire, and draw the public to this nationally significant landmark.

### Military Community Covenant

BOS Appointed Members: 7  
Length of Term: 3 years  
Term Begins: July  
Average Meetings: 1 per month  
The Task force has formalized a partnership between the Town and local military community, represented by Hanscom AFB. The Task Force represents the Town of Chelmsford in advocating for military families. Activities primarily consist of coordinating volunteers who wish to support military families in Chelmsford, and approaching the business community in town to provide discounts or other gestures of appreciation to military families.

### Parade Committee

Town Manager Appointed  
Members: 12  
Length of Term: 1 Year  
Term Begins: July  
Average Meetings: 1 per month  
The Committee plans and carries out the annual Fourth of July Parade in Chelmsford.

### Permanent Building Committee

Town Manager Appointed  
Members: 7  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
The Permanent Building Committee assists the Town Manager with the development of financial estimates, project design and supervision of construction of municipal building projects.

### Personnel Board

BOS Appointed Members: 5  
Length of Term: 2 Years  
Term Begins: July  
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.



## Committee Descriptions

### Planning Board

Elected Members: 7  
Length of Term: 3 Years  
Term Begins: April  
Average Meetings: 2 per month  
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.

### Public Celebrations Committee

BOS Appointed Members: 5  
Length of Term: 1 Year  
Term Begins: July  
Average Meetings: 1 per month  
The Committee plans and carries out the annual Fourth of July Country Fair in Chelmsford.

### Recycling Committee

Town Manager Appointed  
Members: 9  
Length of Term: 1 Year  
Term Begins: July  
Average Meetings: 1 per month  
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

Elected Members: 5  
Length of Term: 3 Years  
Term Begins: April  
Average Meetings: 2 per month  
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.

### Sign Advisory Committee

Town Manager Appointed  
Members: 7  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: as needed  
The Committee reviews and comments on sign permits and applications for other special permits.

### TREE Committee

Town Manager Appointed  
Members: 5  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
The Tree Replacement, Establishment, and Enhancement (TREE) Committee facilitates and encourages the long-term health of Chelmsford's public trees. The TREE Committee is charged with developing and administering a comprehensive tree management program to guide the Town and the Committee's activities.

### Town Meeting Representatives

Elected Members: 162  
Length of Term: 3 Years  
Terms Begin: April  
Average Meetings: twice per year (Spring & Fall)  
Town Meetings involve Multiple Sessions & Special town meetings, as needed  
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.

### Water Commissions Center, North & East Districts

Elected Members: 3 per district  
Length of Term: 3 Years  
Terms Begin: April  
Average Meetings: 1 per month  
Each Commission oversees the water takers of the Center, North and East Districts separately and regulates the bylaws as it deems necessary. The Chelmsford Water Districts are each separate entities run independently of the Town.

### Zoning Board of Appeals

Town Manager Appointed  
Members: 5  
Length of Term: 3 Years  
Term Begins: July  
Average Meetings: 1 per month  
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.



# Credits

## **Cover Photographs:**

Thank you to Nancy Dion for capturing this important event in such a beautiful way and for allowing the Town of Chelmsford to utilize her photos in our 2020 Annual Town Report.

Nancy Dion Photography

<https://www.nancydionphoto.com/>

<https://www.facebook.com/nancydionphoto/>

## **Other Photographs:**

Tom Christiano

6 Drew Circle

Barry Jefferson

5 Bridle Road

Fred Merriam

8 Lovett Lane

Donald Miffitt

44 Thomas Drive

Chelmsford Public Library

Chelmsford Independent

[www.wickedlocal.com/chelmsford](http://www.wickedlocal.com/chelmsford)

Upper Merrimack Valley Medical Reserve Corps

## **Town of Chelmsford Website:**

[www.chelmsfordma.gov](http://www.chelmsfordma.gov)

## **Town Related Links:**

Chelmsford Public Schools

[www.chelmsford.k12.ma.us/](http://www.chelmsford.k12.ma.us/)

Chelmsford Public Library

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

Chelmsford Telemedia

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

Chelmsford Parade Committee

[www.chelmsfordparade.com/](http://www.chelmsfordparade.com/)

Merrimack Valley Medical Reserve Corp.

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

The Town Clerk's Office is continuously seeking photographs of any events or places around Town. The cover of the Annual Town Report should reflect iconic images of our Town or historically significant events that took place within the fiscal year. If you would like any of your photographs to be considered for future Annual Town Reports or featured on the Town of Chelmsford website, please email them to: [tdzuris@chelmsfordma.gov](mailto:tdzuris@chelmsfordma.gov)



## **CREDITS FOR THE JUNE 5<sup>th</sup> BLACK LIVES MATTER VIGIL**

### **Performers/Speakers: (in order of appearance)**

Emma Walsh (CHS Senior, Organizer)

Veronica Bailey (Chelmsford Resident)

Lyla El-Gamel (CHS Junior)

Sachi Badola (CHS Junior)

Police Chief James Spinney

Aamina Mian (CHS staff)

Hannah Fuller (CHS Senior)

Zoe Adoniou (CHS Senior)

Taeshawn McKinney (CHS Senior)

Terry McKinney (CHS Senior)

Chloe Dagostino (CHS Junior)

Sophia Bruetsch (CHS Junior)

Arun Venugopal (CHS Class of 2015)

### **Helpers/Friends:**

Hannah Fuller (CHS Senior)

Lindsey Snider (CHS Senior)

Sarah Evans (CHS Junior)

### **Audio:**

Braeden McCall (CHS Senior)

### **Signs/Posters:**

Zoe Adoniou (CHS Senior)

Emma LaCava (CHS Class of 2020)

support

### **Flowers for Breonna Taylor:**

Kaitlyn Crockett

### **Special Thanks:**

Jen Melanson (Chelmsford Community Services Coordinator)

Daniel Ahern (Chelmsford Deputy Police Chief)

Chelmsford Police Department

Chelmsford Residents who came out to show support



## Town Departments & Services ..... 978-250-5200

Accounting .....	978-250-5215
Animal Control.....	978-256-0754
Assessors .....	978-250-5220
Appeals, Board of .....	978-250-5231
Auditor.....	978-250-5215
Building Inspector.....	978-250-5225
Cemeteries .....	978-250-5245
Clerk, Town.....	978-250-5205
Community Development .....	978-250-5231
Conservation Commission .....	978-250-5200 x5248
Community Education.....	978-251-5151
Council on Aging / Senior Center .....	978-251-0533
Emergencies (Police, Fire, EMS) .....	9-1-1
Engineers, Public Works .....	978-250-5228
Fire Department.....	978-250-5265
Fire Prevention.....	978-251-4288
Gas Inspector .....	978-250-5225
Health Department.....	978-250-5241
Highway Division, Public Works .....	978-250-5228
Housing Authority, Chelmsford .....	978-256-7425
Human Resources .....	978-250-5288
Libraries: Adams (Main).....	978-256-5521
McKay.....	978-251-3212
Municipal Facilities .....	978-250-5228
Permits, Building .....	978-250-5225
Planning Board .....	978-250-5231
Plumbing Inspector.....	978-250-5225
Police Department .....	978-256-2521
Public Buildings .....	978-250-5228
Public Works .....	978-250-5228
Recycling & Solid Waste.....	978-250-5203
Schools, Chelmsford Public.....	978-251-5100
Select Board .....	978-250-5202
Senior Center .....	978-251-0533
Sewer Office.....	978-250-5233
Solid Waste/Recycling .....	978-250-5203
Tax Collector/Treasurer.....	978-250-5210
Town Clerk & Registrars .....	978-250-5205
Town Engineer.....	978-250-5228
Town Manager.....	978-250-5202
Treasurer/Tax Collector.....	978-250-5210
Veterans' Agent .....	978-250-5238
Voter Registration .....	978-250-5205

## Utilities & Other Useful Numbers

Cable Access/Telemedia .....	978-251-5143
Cable Television/Comcast .....	888-663-4266
Chelmsford Water Districts	
Center District .....	978-256-2381
East District .....	978-453-0121
North District .....	978-251-3931
Citizen Information (State).....	800-392-6090
Chelmsford Center for the Arts .....	978-250-3780
Chelmsford Community Center .....	978-656-1853
Chelmsford Country Club.....	978-256-1818
Chelmsford Forum Rink .....	978-670-3700
Fuel Assistance (CTI) .....	877-451-1082
National Grid (Gas) .....	800-548-8000
National Grid (Electric) .....	800-322-3223
Trash (Republic Services).....	800-442-9006
Trinity EMS, Inc .....	978-441-9999
Post Office (Center) .....	978-256-2670
Post Office (North) .....	978-251-3146
Recycling (Waste Management).....	800-972-4545
Registry of Motor Vehicles .....	800-858-3926
Verizon (Telephone, Internet) .....	800-922-0204

## Federal and State Officials

U.S. Sen. Edward Markey.....	617-565-8519
U.S. Sen. Elizabeth Warren.....	617-565-3170
U.S. Congress Lori Trahan .....	202-225-3411
State Senator Michael Barrett.....	617-722-1572
State Representatives:	
Rep. Tami Gouveia .....	617-722-2011
(Precincts 1, 9)	
Rep. Thomas A. Golden, Jr. ....	617-722-2263
(Precincts 2, 3, 6)	
Rep. James Arciero.....	617-722-2012
(Precincts 5, 7, 8)	
Rep. Vanna Howard .....	617-722-2800 x 7302
(Precinct 4)	

## Town of Chelmsford Official Website:

[www.chelmsfordma.gov](http://www.chelmsfordma.gov)

Massachusetts State Government: [www.mass.gov](http://www.mass.gov)

United States Government: [www.firstgov.gov](http://www.firstgov.gov)



≡ PETITIONS  
 Educate Children on Racism Through  
 Justice for Breonna Taylor  
 Hands Up Act  
 Fight for Breonna  
 Run with Ahmaud  
 Justice for George  
 YOUR SIGNATURE SAVES

NO MORE  
**HOW MANY MORE?**  
 BLACK LIVES MATTER

NO JUSTICE  
 NO PEACE  
 BLM

EQUAL LOVE

HOPE

TAKE  
 SPEAK