

HISTORY | PRESERVED



# ANNUAL REPORT 2013



The pages hearwith contain the Annual Reports of the officers, agents, trustees, committees and organizations for The Town of Tyngsborough, situated in the County of Middlesex, Commonwealth of Massachusetts.

Ending Year: December 30, 2013



The 2013 Annual Town Report  
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**TYNGSBOROUGH ELECTED BOARDS AND COMMISSIONS  
2013**

<b>OFFICE</b>	<b>TERM</b>	<b>OFFICE</b>	<b>TERM</b>
<b>BOARD OF SELECTMEN</b>		Errin E. Howe	2015
Allen T. Curseaden	2014	William B. Shambley	2016
Corliss F. Lambert	2014	Julie Iatron	2016
Robert G. Jackson	2015		
Karyn M. Puleo	2015	<b>MODERATOR</b>	
Richard D. Reault	2016	Robert L. Kydd, Jr.	2014
<b>BOARD OF ASSESSORS</b>		<b>PLANNING BOARD</b>	
Ann Marie G. Conant	2014	Thomas Delmore	2014
Philip F. O'Brien	2015	William F. Gramer	2015
Marc R. Welch	2016	Steven A. Nocco	2016
		Steven P. O'Neill	2017
<b>BOARD OF HEALTH</b>		Kimberly D. O'Brien	2018
Christopher Mellen	2014	<b>GREATER LOWELL VOCATIONAL TECHNICAL H.S. COMMITTEE</b>	
Sheila M. Perrault	2014	George A. Tatseos	2015
Bernadette C. Harper	2015	<b>SCHOOL COMMITTEE</b>	
Tracie A. Looney	2015	Paul R. Mitchell	2014
Stephen F. Berthiaume	2016	Hillari Wennerstrom	2014
<b>CEMETERY COMMISSIONERS</b>		Barry R. Dick	2015
Robert R. Hardy	2014	Andrew Michael Moran	2015
Open	2015	Anthony F. Tinnirella	2015
Robert J. Pelletier, Sr.	2016	Herbert G. Desrosiers	2016
<b>CONSTABLES</b>		Joseph G. Durham	2016
Allen T. Curseaden	2015	<b>SEWER COMMISSION</b>	
John R. Pelletier	2015	Frederick H. Perrault	2014
<b>FINANCE COMMITTEE</b>		Jeffrey L. Hannaford	2015
Christopher Mellen	2014	Brian J. Martin	2016
Scott D. Hammer	2015	<b>TOWN COLLECTOR</b>	
Darryl A. Wickens	2015	Gene R. Spickler	2016
Paul Morin	2016	<b>TOWN CLERK</b>	
Robert L. Mullin, II	2016	Joanne Shifres	2015
<b>HOUSING AUTHORITY</b>		<b>TREE WARDEN</b>	
Michelle L. Richter, resigned	Appointed	Douglas P. Latulippe	2014
John R. Pelletier	2014	Submitted by:	
Richard J. DeLeo, Jr.	2015	Joanne Shifres, Town Clerk	
Corliss F. Lambert	2016		
Margaret A. Giguere	2018		
<b>LIBRARY TRUSTEE</b>			
Ann Marie G. Conant	2014		
William E. Lekas	2014		
Paula M. Flaherty	2015		



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**TYNGSBOROUGH APPOINTED BOARDS AND COMMISSIONS  
2013**

**TOWN MEETING APPOINTMENTS**

<b>SURVEYOR OF WOOD, BARK AND LUMBER</b>		<b>MEMORIAL DAY COMMITTEE</b>	
Alan A. Sherburne	2014	Christopher W. Dery	2014
		Nancy A. Johnson	2014

**SELECTMEN APPOINTMENTS**

<b>ACCOUNTANT</b>		<b>COMMUNITY PRESERVATION COMMITTEE</b>	
Catherine Gabriel-Heusser		Warren W. Allgrove, Jr.	2014
<b>ANIMAL CONTROL OFFICER</b>		Linda L. Geyer	2014
David E. Robson	2014	Edward L. Smith	2014
		William F. Gramer	2015
<b>ANIMAL INSPECTOR</b>		Mark L. Rohrbaugh	2015
David E. Robson	2014	Kenneth A. Times, III, alternate	2015
		Darryl Wickens	2015
<b>BOARD OF APPEALS</b>		Guy Denommee	2016
Cheryl M. Bradley	2014	John R. Pelletier	2016
Robert L. Kydd, Jr.	2014	Joelyn Riley	2016
Claire L. Cloutier	2015		2015
Joseph A. Polin	2015	<b>CONSERVATION COMMISSION</b>	
Christina M. Mechalides	2016	Lucille N. Gertz	2014
Scott Bordeleau, Associate	2016	J. Jeffrey Kablik	2014
		Jerome Earl	2015
<b>BOARD OF FIRE ENGINEERS</b>		Patrick T. Mical	2015
James P. Doster	2014	Edward L. Smith	2015
Raymont J. Ledoux	2014	John A. Nappi, Associate	2015
Arthur E. Michaud	2014	Linda M. Bown	2016
Chief, Timothy J. Madden	2014	Brian J. Martin	2016
		<b>COUNCIL ON AGING</b>	
<b>BOARD OF REGISTRARS</b>		Fred E. French	2014
Colleen J. Gabriel	2014	Michael H. Knight	2014
Therese Gay	2015	Robert McCarthy	2014
David W. Coles	2016	Charlene R. Muscato	2014
		Claire Downing	2015
<b>BUILDING COMMISSIONER</b>		Theresa Martineau	2015
Paul Welcome		Mildred R. Poirier	2015
		Patricia M. Quinn	2015
<b>BURIAL AGENT</b>		Roger N. Downing	2016
Robert J. Pelletier	2014	Philip F. O'Brien	2016
		Mary Jo Tatseos	2016
<b>CAPITAL ASSET MANAGEMENT COMMITTEE</b>			
Kerry Colburn-Dion	2014		
Barry Dick	2014		
Catherine Gabriel-Heusser	2014		
Scott D. Hammer	2014		
Karyn M. Puleo	2014		



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**CULTURAL COUNCIL**

Tamara K. Adams	2016
Christina L. Dugas	2016
Sujatha S. Meyyappan	2016
Barbara A. Monleon	2016
Juli M. Rogers	2016

**EDUCATION FUND COMMITTEE**

Phyllis G. Beck	2014
Donald Ciampa	2014
Kerry L. Colburn-Dion	2014
Diana L. Keohane	2014

**ELDERLY & DISABLED TAXATION AID COMMITTEE**

Pauline S. Knight	2014
Richard J. DeLeo, Jr.	2015
Charlotte B. Chafe	2016
Kerry L. Colburn-Dion	2016
Philip F. O'Brien	2016

**ELECTRICAL INSPECTOR**

Joseph Smith	2014
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**EMERGENCY MGMT. DIRECTOR**

Wesley W. Russell	2014
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**ASST. EMERGENCY MGMT. DIR.**

Michael W. Cassella	2014
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**EMERGENCY PREPAREDNESS COMMITTEE**

Richard D. Howe, Police Chief	2014
Timothy J. Madden, Fire Chief	2014

**FIELDS USE COMMITTEE**

Eric L. Estochen	2014
Alison J. Page	2014
George Trearchis	2014

**FIRE DEPARTMENT**

**FIRE CHIEF/FOREST WARDEN RIGHT TO KNOW**

Timothy J. Madden	2014
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**DEPUTY FIRE CHIEF**

Lt. Jason Newton, Temporary

**ASSISTANT CHIEF**

Wilfred D. Mercier	2014
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**STATION 1**

Capt. Wesley W. Russell	2014
Capt. Christopher P. Newton	2014
Lt. Andrew McAllister	2014

**STATION 2**

Lt. Dana M. Coccoziello	2014
Lt. Douglas P. Latulippe	2014

**STATION 3**

Capt. Patrick E. Sands	2014
Lt. Laval Blanchette	2014

**GAS/PLUMBING INSPECTOR**

Ken Kleynen

**HISTORICAL COMMISSION**

Robert L. Kydd, Jr.	2014
Rodney J. Wood	2014
Jill E. Bowen	2015
George L. Dupras	2015
Joy K. Richardson	2015
Warren W. Allgrove, Jr.	2016
Marie R. Lambert	2016
Herbert F. Morton	2016

**INSURANCE ADVISORY COMMITTEE**

Kathleen A. Cayer	2014
Christopher W. Dery	2014
Cheryl A. Laforge	2014
William F. Lannon	2014
Christopher J. Rider	2014
Shaun M. Woods	2014

**LIQUOR LICENSE AGENTS**

Michael W. Cassella	2014
Stephen J. Desilets	2014

**LRTA BOARD**

Kevin V. O'Connor	2014
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**NMCOG**

Richard D. Reault, representative	2014
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The 2013 Annual Town Report

**PARKING CLERK**

Gene R. Spickler

**POLICE DEPARTMENT**

**POLICE CHIEF**

Richard D. Howe

**DEPUTY POLICE CHIEF**

Christopher C. Chronopoulos

**LIEUTENANTS**

Bryan V. Nasworthy 2014  
Shaun M. Wagner 2014  
Shaun M. Woods 2014

**SERGEANTS**

Mark J. Bourque 2014  
Michael W. Cassella 2014  
John J. Manning 2014  
Charles R. Melanson 2014  
Cynthia Weeks 2014

**PATROLMEN**

Nathan A. Abdallah 2014  
John A. Coburn, Jr. 2014  
Robert V. Cote 2014  
Stephen J. Desilets 2014  
Stephen R. Georges 2014  
Kenneth Healey 2014  
Peter D. Kulisich 2014  
Christopher Rider 2014  
Kevin M. Ronan 2014  
Charles Rubino 2014  
Thomas F. Walsh 2014  
Daniel Whitman 2014

**COMMUNICATIONS DISPATCHER**

Walesca Gomez 2014  
Glenna Greenslade, Supervisor 2014  
Matt Leung 2014  
John Martin 2014  
Jose Martinez 2014  
Bonnie Murray 2014

**PART-TIME COMM. DISPATCHER**

Kimberly Desmarais 2014  
M. Michael Johnson 2014  
Matt Leung 2014  
Pollyanna Leung 2014

**POLICE MATRON**

Kathie L. Comer 2014  
Walesca Gomez 2014  
Glenna Greenslade 2014  
Jamie Weinberg 2014

**RESERVE OFFICERS**

Edward Caissie 2014  
Daniel Campbell 2014  
Evan Donnelly 2014  
Jason Kushmerek 2014  
Paul Patalano 2014  
Timothy Sullivan 2014

**SPECIAL POLICE OFFICERS  
TYNGSBOROUGH OFFICERS**

Carlos Borges 2014  
Edward Cossette 2014  
Walesca Gomez 2014  
Michael J. Jelley 2014  
Michael Johnson 2014  
John Martin 2014  
Jose Martinez 2014  
Joseph Pivrotto 2014  
Scott Reidy 2014  
Top Phonexay Xayachack 2014

**DUNSTABLE OFFICERS**

George Aggott 2014  
Louis Berard 2014  
Charles Chaprales 2014  
James W. Dow 2014  
James G. Downes, III 2014  
Shawn Drinkwine 2014  
Darrell Gilmore 2014  
Erik Hoar 2014  
Ryan Koles 2014  
John Koyutis 2014  
Nicholas Papageorgiou 2014  
Sean Ready 2014  
Gregg Sanborn 2014  
Jeffrey Swift 2014  
Matthew Tully 2014

**GROTON OFFICERS**

Nicholas C. Beltz 2014  
Robert L. Breault 2014  
Peter S. Breslin 2014  
Gordon A. Candow 2014



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Paul R. Connell 2014  
 Omar A. Connor 2014  
 Timothy Cooper 2014  
 James A. Cullen, III 2014  
 Bethany Evans 2014  
 Derrick J. Gemos 2014  
 Jason M. Goodwin 2014  
 Kevin Henehan 2014  
 Stephen McAndrew 2014  
 Rachel E. Mead 2014  
 Donald L. Palma, Jr. 2014  
 Irmin L. Pierce, III 2014  
 Rachel Robinson 2014  
 Dale P. Rose 2014  
 Victor Sawyer 2014  
 Edward P. Sheridan, Sr. 2014  
 Gregory W. Steward 2014  
 Patrick Timmins 2014  
 Cory E. Waite 2014

**E-911 MUNICIPAL COORDINATOR**

Glenna Greenslade 2014

**RECREATION & PARKS COMMISSION**

Theresa J. Clawson 2014  
 Linda L. Geyer 2014  
 Michael H. Knight 2014  
 Heather B. McGaffigan 2014  
 Dennis Stewart 2014  
 Mindy J. Boyd 2015  
 Jean A. Barrett 2015  
 Carol E. Chisolm 2015  
 Christopher J. Lenzi 2015  
 Molly F. Culver 2015  
 Philip A. Culver 2015  
 Scott D. Ellis 2015  
 Wendy M. Wood 2015  
 Eric L. Estochen 2016

**ROAD INSPECTOR**

James R. Hustins 2014

**ASSISTANT TAX COLLECTOR**

Nancy Dutton

**ASSISTANT TOWN ADMINISTRATOR**

Nina Nazarian

**ASSISTANT TOWN CLERK**

Nancy A. Johnson

**ASSISTANT TREASURER**

Gloria A. Clancy

**TOWN ADMINISTRATOR**

Michael P. Gilleberto

**TOWN TREASURER**

Kerry Colburn-Dion

**TRUST FUND COMMITTEE**

Christopher W. Dery 2014  
 Michael Gilleberto 2014  
 Richard D. Howe 2014  
 Barbara Roche 2014

**DIRECTOR OF VETERANS' SERVICES**

**VETERANS' AGENT/VETERANS' GRAVES OFFICER AND BURIAL AGENT**

Christopher W. Dery 2014

**ASSESSORS' APPOINTMENT**

**ASSIST. ASSESSOR/APPRaiser**

Lauren M. Woekel 2014

Submitted by:  
Joanne Shifres, Town Clerk



The 2013 Annual Town Report  
Board of Selectmen

Karyn M. Puleo, Chair  
Robert G. Jackson, Vice Chair  
Richard D. Reault, Clerk

Allen T. Curseaden, Member  
Corliss F. Lambert, Member

At the annual election in May, Richard Reault was re-elected to a 3-year term. At the re-organization meeting after the election, Karyn Puleo was elected Chairman, Robert Jackson was elected Vice Chairman, and Richard Reault was re-elected Clerk.

Activities occupying much of the Selectmen's attention during the year included:

1. Town Meeting: The Board submitted a total of 33 warrant articles to the Annual and Special Town Meetings in May of 2013.
2. Budget: In May of 2013, the annual budget was approved at Annual Town Meeting. The Town continues to do its best to provide quality service with the funds approved by Town Meeting.
3. Tax Rate: The Selectmen approved keeping the property tax rate the same for businesses and residential properties. This helps to attract and maintain businesses thereby providing tax revenues and jobs and lessening the burden on residential taxpayers. The tax rate for Fiscal Year 2014 was set at \$16.78 per \$1,000 of valuation.
4. Street Acceptance/Road Repair/5-Year Capital Plan: The Board continued the street acceptance program and held a public hearing in April to lay out 39 streets. With no adverse objection to the streets being accepted, the 39 streets were forwarded to and accepted by Annual Town Meeting. The remaining unaccepted roads are presently being reviewed and initiated for future acceptance. Road repair initiatives included a comprehensive review and outline of the estimated cost to maintain or repair all roads. A 5-Year Capital Plan for road repair and maintenance was drafted and presented, then finalized early in the new year and forwarded to the Capital Asset Management Committee for funding consideration.
5. Old Town Hall Renovation & Restoration: The \$2.5 million renovation & restoration, funded by the Community Preservation Committee, was completed at the end of the 2013 calendar year.
6. Government Study: The Selectmen appointed a seven member Government Study Commission to make recommendations to the Board for greater efficiency in Town government.
7. New Senior Center: The Board resumed planning activities with the developer of the Wyndbrook development to construct a new senior center at the Wyndbrook site, to be gifted to the town.
8. Town Buildings Master Plan: The Board contracted with a consultant to begin a study of town buildings with the intention of creating a master plan.
9. Personnel: The Selectmen appointed Richard Howe to the position of Chief of Police, Christopher Chronopoulos to the position of Deputy Chief, and Kerry Coburn-Dion to the new position of Finance Coordinator/Town Treasurer.
10. Green Community Initiative: In calendar year 2013, the town completed several grant-funded energy conservation projects at town and school buildings.
11. Senior Tax Work-Off Program: The town continued the senior tax-work off program. Through a joint effort with the Board of Assessors, the program provided a maximum tax abatement of \$1,000 for 125 hours worked. Fourteen senior citizens participated in the 2013 program.
12. Schools: The Selectmen continue to maintain open lines of communication with the Tyngsborough Public Schools and Greater Lowell Technical High School, the Academy of Notre Dame, and Innovative Academy Charter School.

The Selectmen thank Town employees for their work during the year. Also, we appreciate the many hours performed by our volunteers on behalf of the Town and its citizens. Our Town would not be the first-rate community that it is without the continued efforts of our employees and volunteers.

Respectfully submitted,  
Karyn M. Puleo, Chair, Board of Selectmen



## The 2013 Annual Town Report Board of Assessors

The total property valuation of \$1,354,762,224 includes \$165,300 in new growth this past fiscal year, which is a decrease of about \$119,956. After a review of home sales that occurred during calendar year 2012, the Board determined that property values would decrease less than 1% from the prior year. The average residential property assessment is \$309,700. As in previous years, the Board of Selectmen voted a multiplier of 1 for all commercial and industrial properties, meaning their tax rate stays the same as residential properties. Therefore, the tax rate was set at \$16.78 per thousand of assessed value, an increase of \$.59 over the prior year. The town relies heavily on individual homeowners for tax revenues as residential properties account for 86% of all properties in town. A total of 5,037 real estate and personal property tax bills were issued for Fiscal Year 2014.

The Board of Assessors recognizes that following state revaluation regulations creates a hardship for many residents, particularly the senior population. The Board of Assessors continues to work with the Council on Aging to ensure that all seniors are familiar with the tax lowering programs that are available to them.

In Fiscal Year 2013 (prior year) of the 5,038 real and personal property tax bills that were issued, 63 resulted in abatement filings. The percentage of abatement filings was 1%. Approved abatements resulted in a \$32,673.35 reduction in taxes. The Board of Assessors granted 141 personal exemptions totaling \$74,775.60 in reduced taxes to qualified homeowners based on age, financial condition, blindness or veteran's service connected disability. The Board of Assessors also granted abatements of the Community Preservation Surcharge due to age and financial status, which totaled \$7,489.95. An additional \$5,685.27 was abated due to the Senior Tax Work-off Program, which consisted of eight participants.

Motor vehicle excise taxes resulted in \$1,558,826 in income to the town from all registered motor vehicles. A considerable workload is created from these bills due to corrections, transfers, vehicle sales, address changes and delinquencies. Vehicle owners should be aware that in order to receive an abatement, the vehicle must be disposed of (i.e. sold, traded, junked, etc.) as well as the plates being cancelled, or transferred to another vehicle.

Data collection and maintenance of current and accurate property inventory is a critical element in the development of uniform, fair market value. The department continued our Cyclical Inspection Project, in accordance with the Department of Revenue's recommendations that each property be inspected once in every nine-year cycle. The inspections are being conducted by our vendor, Patriot Properties. The Board of Assessors is grateful for their assistance in helping the department to meet its requirement to have the town wide inspection project complete by 2019.

Taxpayers are encouraged to view property assessment data for accuracy as incorrect data may generate an incorrect value. Assessments may be viewed in the Assessor's Office or on the Town's website, [www.tyngsboroughma.gov](http://www.tyngsboroughma.gov).

The Board of Assessors would like to thank Chief Assessor Lauren Woekel and Assessor's Assistant Jennifer Wilson for their professionalism and ongoing efforts to maintain fair and equitable assessments. The Board members and office staff also appreciate the help and support received from other town departments and townspeople.

Respectfully submitted,  
Philip F. O'Brien Jr., Chairman  
Ann Marie Conant  
Marc Welch



The 2013 Annual Town Report  
Board of Health

Sheila Perrault, Chairperson  
Bernadette Harper, Vice Chairman  
Tracie Looney

Christopher Mellen  
Steve Berthiaume

To the Citizens of Tyngsborough:

The mission of the Board of Health is to promote and protect public health in Tyngsborough. Our main focus is through prevention by routine inspections, investigating complaints, plan reviews, and education.

The Board of Health consists of an elected five member committee. A Board of Health meeting is held once a month on the second Monday of the Month.

This year, Board of Health Administrative Assistant, Karen Steeves has retired. We want to thank her for valuable services and wish her the best of luck.

The Board of Health is a part time office. The Board of Health oversees food and retail establishments, tobacco establishments, public and semi-public swimming pools and spa, tanning salons, public beach, campground, recreational camp, septic systems, drinking water wells, flu clinics, communicable disease control, trash and recycling program, housing, nuisance and complaints. Health Agent is responsible for most of the inspections. Land-Tech Consultants is our contracted engineering services that reviews plans and inspects septic systems to meet compliance with Title V.

This year, the Board of Health and the Board of Selectmen voted to approve a 5-year solid waste contract with Republic Services and Covanta. Started on July 1<sup>st</sup>, trash and recycling was changed from Thursday to Monday pick-up and went to a single stream recycling system. In December, the residents were provided with a 96 gallon cart for recycling. The Town also enforced a policy that the "trash cart lids must be fully closed for pick-up". Residents can purchase extra trash bag stickers, bulky item stickers, composters, and extra recycling cart at Board of Health office.

The Board of Health would like to recognize the Recycling Subcommittee for their time and continued services. Recycling Subcommittee helped the Board of Health with trash and recycling policies. They continue to provide education and beautify the parks and community through their services and annual town clean up day. For more information on recycling, please visit <http://www.tyngsboroughma.gov/recycling/>.

Tyngsborough Board of Health is part of the Upper Merrimack Valley Health Coalition. The Coalition consists of 7 communities: Tyngsborough, Westford, Dracut, Lowell, Chelmsford, Billerica, and Tewksbury. The coalition is formed through the grant from CDC and Massachusetts Department of Public Health. The Health Coalition's role is to be prepared to set up an Emergency Dispensing Site (EDS) in the event of an emergency, whether man-made or natural. The Town also belongs to the Upper Merrimack Valley Medical Reserve Corps which is comprised of volunteers from the communities and volunteers may be called upon to help in an emergency situation.

Respectfully submitted for the Board of Health,  
Kerri C. Oun, Health Agent



## The 2013 Annual Town Report Tyngsborough Public Library Board of Trustees

William E. Lekas, Chairman  
Paula Flaherty, Trustee

Ann Conant, Vice Chairman  
Julie Iatron, Trustee

Errin Howe, Secretary  
Will Shambley, Trustee

Greetings Tyngsborough:

During this past year, the efforts of the Library have focused on reaching out to the community, establishing and sustaining relationships to broaden and effectively provide a community center that meets the needs and wishes of our town's residents.

One such person who embodied the Library's efforts this past year was "Miss Connie", as the children of town addressed her. On a daily basis, Connie Spickler, as Assistant Director for Children's Services, indeed brought a level of commitment, enthusiasm, and sincere caring to her work on behalf of us all. While retirement marked the end of her formal, twenty year relationship with us, our hope is she continues to visit and enjoy the Library she served so well. Following Connie's retirement, the Library welcomed Ms. Lori Furtado. "Miss Lori" brings extensive experience and a true joy to the children's area as our new Head of Youth Services.

Along with this staffing change, the Trustees note Errin Howe's departure from the Board. Errin brought a unique perspective to the Board as an active patron, parent, and business person, serving the Library and community well. She will be greatly missed. Ms. Jeanne Dery has agreed to fill out Errin's term until the next election. We appreciate her deep commitment to the Library and town. Julie Iatron came on board as a Trustee in the spring of 2013, replacing Lisa Camacho. She brings professional experience in Library services and, as a past president of the Friends of the Library, an already established relationship that will serve the Library's vision well. Welcome, Julie.

Through programming, we sought to reach out to a wide range of individuals and community groups, beginning with *February is Friends Month*. The month was filled with events and activities, including Tyngsborough Trivia for Seniors, Valentine's Day Tea Party, numerous children activities, and a 3D Printing Presentation by Library Friend and Trustee Will Shambley, Viridis3D CEO. With the support of the Tyngsborough Cultural Council, Friends of the Library and our wonderful volunteers, as well as funding through generous individual, corporate and foundation donations, we offered a myriad of programs for all ages, including monthly clubs, special performances, art and craft instructions and holiday gatherings. The Library has also served as a setting for residents to meet with Representative Garry during her monthly office hours. Senator Donoghue has also visited the Library to meet with town residents.

The celebration of the fifteenth anniversary of the opening of the building that serves as Town Hall and Library was a joint effort of the staff, Trustees and Board of Selectmen. The event brought together original building committee members, architects, town administrators and employees. It was an opportunity to reminisce, enjoy the present, and look forward.

Recently the Library began a collaboration with the Board of Health and Recycling Committee to sell overflow trash stickers to town residents. A special thanks to the Library staff that oversee and execute this town-wide program.

We end with a reminder that the Library provides many of its services twenty-fours a day. You can reserve your reading material, access databases, download music, book Library passes or check the calendar for upcoming events all from home using our newly, redesigned website!

Respectfully submitted,  
William E. Lekas, Chair

<b>Tyngsborough Public Library</b>	<b>FY2009</b>	<b>FY2010</b>	<b>FY2011</b>	<b>FY2012</b>	<b>FY2013</b>
<b>Public Computing</b>					
Terminals Available	11	11	11	11	10
Sessions	11,497	8,905	7,998	7,246	6,153
Hours of Use	6,435	4,999	4,617	3,962	3,005
<b>Library Passes</b>					
Museum Passes Borrowed	622	571	659	668	434
<b>Collection Development</b>					
Total Holdings	60,405	64,353	68,662	74,400	72,495
Print Holdings	49,982	49,487	51,451	52,702	51,377
Audio-Visual Holdings	10,423	11,364	15,787	16,140	21,289
Materials Added	9,826	6,858	5,470	6,454	6,037
<b>Material Circulation</b>					
Print Material Circulation	74,096	69,108	61,491	60,747	54,742
Audio-Visual Circulation <i>(i.e. DVDs, Audiobooks, ebooks, CDs)</i>	41,842	44,399	37,525	38,311	36,712
Total Print & AV Circulation	115,938	113,507	99,016	99,058	91,454
<b>Library Users</b>					
Registered Library Users	7,769	6,181	6,270	6,478	7,082
<b>Interlibrary Loan</b>					
Interlibrary Loan <i>(Materials sent to Tyngsborough)</i>	11,771	12,819	12,185	12,980	12,351
<b>Reciprocal Borrowing</b>					
Total Materials Borrowed <i>(Materials borrowed at other Libraries)</i>	11,222	11,607	12,779	11,345	10,408
<b>Summer Reading/School Support</b>					
Summer Reading Participants	493	487	510	473	473
Materials Checked Out to Teachers	544	323	334	307	1,271
<b>Website Use</b>					
Website - "Unique Visitors"	23,724	17,476	18,307	18,820	28,692
Website - "Pages Viewed"	1,914,801	181,149	156,963	170,293	277,862
<b>Programming</b>					
Adult - # of Programs	25	43	139	101	82
Adult - Attendance	850	376	928	1,250	874



The 2013 Annual Town Report  
Building Department

Paul Welcome, Building Commissioner/Zoning Enforcement  
Donna Lane-McPartlan, Secretary  
Joseph Smith, Wire Inspector  
Kenneth Kleynen, Plumbing & Gas Inspector

To: The Citizens of Tyngsborough:

780 CMR: State Board of Building Regulations and Standards 8<sup>TH</sup> Edition, 2009 IRC and IBC with Massachusetts Amendments

780 CMR 105 PERMITS

105.1 Required: It shall be unlawful to construct, reconstruct, alter, repair, remove or demolish a *building* or *structure*; or to change the **use** or *occupancy* of a *building* or *structure*; or to install or alter any equipment for which provision is made or the installation of which is regulated by this code without first filing a written application with the *building official* and obtaining the required *permit*.

**Rule of Thumb: Please call first to see if you will need a permit. Thank you!**

The Building Commissioner, Wire Inspector, and the Plumbing/Gas Inspector submit the following report from July 1, 2012 to June 30, 2013.

Building Department

Building permits issued	428
Valuation of jobs	\$13,241,359.97
Fees collected	\$180,936.69

Plumbing and Gas Department

Plumbing / Gas permits issued	394
Fees collected	\$23,275.00

Electrical Department

Electrical permits issued	554
Fees collected	\$40,808.10

Total All Permits	1,376
Total Building Valuations	\$14,147,395.97
Total of all Fees Collected	\$245,019.79

Respectfully submitted,  
Paul Welcome, Building Commissioner  
[pwelcome@tyngsboroughma.gov](mailto:pwelcome@tyngsboroughma.gov) | (978) 649-2300, Ext 112



The 2013 Annual Town Report  
Capital Asset Management Committee

The Capital Asset Management Committee (CAMC) has met to discuss capital planning. The members of the committee are: Selectwoman Karyn Puleo, Finance Committee member Scott Hammer, School Committee member Barry Dick, Town Treasurer Kerry Colburn-Dion, and Town Accountant Catherine Gabriel. Town Administrator Michael P. Gilleberto and Superintendent of Schools Don Ciampa have also participated in support of the committee

The Committee reviewed the Town's existing debt schedule and requests from Town Departments totaling \$21,811,826.00 for the General Fund and \$18,293,000.00 for the Enterprise Fund. An outlay of all requests is attached.

The Committee is recommending that state grant funding for previously-made repairs to the Lakeview School currently in hand, but only recently authorized for release, be utilized along with anticipated employee benefit savings beginning in FY 2016 to fund an investment of \$657,000 to be re-paid over five years. This would reserve new dollars for the capital purposes identified below without affecting direct services. Preliminary debt service forecasts indicate that re-payments would not begin in earnest until FY 2016.

The Committee collaboratively reviewed all of the needs, with a goal of forwarding a plan that reflected consensus about Townwide priorities from representatives of the three major elected stakeholders (the Board of Selectmen, Finance Committee, and School Committee) and the realities of funding constraints.

Based on the projected availability of funding described above and the needs of the Town, the Committee recommends the following General Fund debt appropriations to the May 20, 2014 Annual Town Meeting. In continued collaboration, discussions were held by members encouraging potential savings by a "Total Town" security assessment versus the town and the schools bidding these separately. As you will see, due to limited funding the Committee was generally limited to life/safety related recommendations

Dept.	Item	Expended By	Amount	Justification
Highway	Dump Truck with plow / sander	Selectmen	\$160,000	Safety Issue
Highway	Dump Truck with plow / sander	Selectmen	\$160,000	Safety Issue
Highway	1 Ton Dump Truck with plow	Selectmen	\$60,000	Aging equip.
Police	Information Technology replacement	Selectmen	\$25,000	Aging equip.
Selectmen	Town Offices – Security & Repairs	Selectmen	\$20,000	Safety/maint.
Selectmen	Information Technology replacement	Selectmen.	\$25,000	Aging equip.
School	Facility Condition assessment/security	School Cmte.	\$80,000	Safety/planning
School	Repair TMS Gym Fire Escape	School Cmte.	\$17,000	Safety issue
School	School Security Upgrade	School Cmte.	\$60,000	Safety issue
School	Technology	School Cmte.	\$50,000	Aging equip.
	<b>TOTAL INVESTMENT</b>		<b>\$657,000</b>	

The items identified above were priorities based on departmental feedback. It is important to note that \$4,557,896 in FY 2015 General Fund capital requests could not be funded due to funding constraints.

In addition to this proposed borrowing program, the Committee recommends a Free Cash appropriation of \$25,000 for furniture/fixtures/equipment and moving expenses associated with the new Senior Center. The Committee does not feel that borrowing is an effective tool for this type of purchase.



## The 2013 Annual Town Report

These investments do not rely on the use of funds from the Capital Asset Stabilization Fund, which currently has a balance of \$164,000. The Committee recommends that funds presently in the Capital Asset Stabilization Fund remain in the Fund for future needs, and supports additional transfers into this fund pursuant to the recently-approved Free Cash policy.

The Committee considered the request of the Board of Selectmen to fund, via debt exclusion, repairs to Town roads in increments between \$400,000 and \$1.6 million, to be borrowed over five years. The Committee voted to consider this request in the context of other significant funding needs in the coming months and years, including potential School Committee projects to rehabilitate school buildings and potential needs that could be identified in the Town Buildings Master Plan under development. Based on the potential immediate needs of the School Department that have been submitted to the Massachusetts School Building Authority Accelerated Repair Program, and the potential need to demonstrate a funding commitment via Town Meeting appropriation to the state in the event the Accelerated Repair application is granted, it is the recommendation of the Committee that road repairs be reconsidered at a CAMC meeting scheduled for June 12, 2014, in conjunction with the needs of the school. The Schools should be informed of their eligibility in the Accelerated Repair Program on June 4<sup>th</sup>. The CAMC believes that strategically it behooves the town to look at these two items together and not request two potential Proposition 2 ½ overrides within a six (6) month period. Should the schools fail to be approved for the Accelerated Repair Program, the roads program will be taken up on their own, to be presented at a potential Fall Special Town Meeting.

The Committee also reviewed the requests of the Sewer Commission. One project will require borrowing: the construction of Phase I West sewers along the Middlesex Road – south corridor. This \$8.8 million project is proposed to be split 94% by betterment and 6% by the General Fund. The General Fund portion represents what the actual cost would be if the Town-owned properties were assessed a betterment. In exchange for the Town funding this 6% portion, the Sewer Commission has agreed to absorb annual debt service associated with the Comprehensive Wastewater Management Plan in the amount of \$22,000. The anticipated debt service for the 6% share is \$32,000 per year. Debt payments would begin in FY 2017 or 2018. It is recommended that in years the annual debt service associated with the CWMP exceeds the 6% portion debt service that the Sewer Commission excess funds be transferred to the Capital Asset Stabilization Fund to lessen the impact on future year payments.

The Town must continue to be diligent with its capital planning efforts for buildings, equipment, and infrastructure. Sound planning will benefit the health, safety, and productivity of our citizens, school children, and employees for years to come.

Finally, the Committee recommends the Board of Selectmen request the Government Study Commission to review the current Capital Asset bylaw, with particular attention to broadening representation to citizens-at-large and to transitioning employees who currently vote to advisory capacity.

Town of Tyngsborough  
Capital Asset Plan Summary  
May 1, 2014

**BOLD = FY 2015 RECOMMENDATION**

<u>Dept</u>	<u>Tracking #</u>	<u>Description</u>	<u>Total Cost</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
<u>Fire</u>	22-15-01	Fire Station #2 Replace	\$2,500,000.00	\$2,500,000.00				
	22-16-01	Replace Pickup Truck	\$35,000.00		\$35,000.00			
	22-19-03	Replace Engine 3	\$450,000.00					\$450,000.00
	<b>Total Fire</b>			<b>\$2,985,000.00</b>	<b>\$2,500,000.00</b>	<b>\$35,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<u>Highway</u>	425-15-01	Dump Truck w/Plow & Sander Replace (T12)	\$160,000.00	<b>\$160,000.00</b>				
	425-15-02	Dump Truck w/Plow & Sander Replace (T14)	\$160,000.00	<b>\$160,000.00</b>				
	425-15-03	1 Ton Dump Truck w/Plow Replace (T11)	\$60,000.00	<b>\$60,000.00</b>				
	425-15-04	Bucket Truck Replace	\$20,000.00	\$20,000.00				
	425-16-01	Dump Truck w/Plow & Sander Replace (T3)	\$160,000.00		\$160,000.00			
	425-16-02	Dump Truck w/Plow & Sander Replace (T4)	\$160,000.00		\$160,000.00			
	425-16-03	3/4 Ton Truck w/Plow Replace	\$45,000.00		\$45,000.00			
	425-17-01	Dump Truck w/Plow & Sander Replace (T15)	\$160,000.00			\$160,000.00		
	425-17-02	Dump Truck w/Plow & Sander Replace (T17)	\$160,000.00			\$160,000.00		
	425-17-03	3/4 Ton Dump Truck w/Plow Replace (T5)	\$45,000.00			\$45,000.00		
	425-17-04	Fuel Control/Fuel Dispensers/Pumps Replace	\$30,000.00			\$30,000.00		
	425-18-01	Dump Truck w/Plow & Sander Replace (T8)	\$160,000.00				\$160,000.00	
	425-18-02	1 Ton Dump Truck w/Plow Replace (T6)	\$60,000.00				\$60,000.00	
	425-19-01	Utility Truck w/plow Replace (T18)	\$60,000.00					\$60,000.00
<b>Total Highway</b>			<b>\$1,440,000.00</b>	<b>\$400,000.00</b>	<b>\$365,000.00</b>	<b>\$395,000.00</b>	<b>\$220,000.00</b>	<b>\$60,000.00</b>
<u>Police</u>	210-15-01	IT Upgrade	\$25,000.00	<b>\$25,000.00</b>				
	210-15-02	Building Window Replacement	\$20,000.00	\$20,000.00				
	210-16-01	Exterior Stair and Railing Repair	\$10,000.00		\$10,000.00			
	210-16-02	Parking lot repaving	\$35,000.00		\$35,000.00			
	210-17-01	Cell Block Sand/Repaint & Bldg Int. Repaint	\$10,000.00			\$10,000.00		
	210-18-01	Central Air Conditioning	\$30,000.00				\$30,000.00	
	210-19-01	Building Addition/Training Room	\$120,000.00					\$120,000.00
	<b>Total Police</b>			<b>\$250,000.00</b>	<b>\$45,000.00</b>	<b>\$45,000.00</b>	<b>\$10,000.00</b>	<b>\$30,000.00</b>
<u>Selectmen</u>	122-15-TBD	Road Repairs - Annual Appropriation	\$8,250,000.00	\$1,650,000.00	\$1,650,000.00	\$1,650,000.00	\$1,650,000.00	\$1,650,000.00
	122-15-TBD	Street Acceptance Documents	\$175,000.00	\$175,000.00				
	122-15-TBD	Winslow School Carpet Removal & Vent.	\$35,000.00	\$35,000.00				
	122-15-TBD	Town Offices/Library Security & Repairs	\$20,000.00	<b>\$20,000.00</b>				
	122-15-TBD	Town Offices/Library Building Assessment	\$20,000.00	\$20,000.00				
	122-15-TBD	Demolition of Vacant Town Buildings	\$10,000.00	\$10,000.00				
	193-15-TBD	Town Offices Computer Equipment	\$25,000.00	<b>\$25,000.00</b>				
	<b>Total Selectmen</b>			<b>\$8,535,000.00</b>	<b>\$1,935,000.00</b>	<b>\$1,650,000.00</b>	<b>\$1,650,000.00</b>	<b>\$1,650,000.00</b>

Town of Tyngsborough  
 Capital Asset Plan Summary  
 May 1, 2014  
**BOLD = FY 2015 RECOMMENDATION**

<u>Dept</u>	<u>Tracking #</u>	<u>Description</u>	<u>Total Cost</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
<u>Collector</u>	146-17-01	Tax Collector's Software Conversion	\$35,000.00			\$35,000.00		
		<b>Total Collector</b>	<b>\$35,000.00</b>			<b>\$35,000.00</b>		
<u>CoA</u>	541-15-01	Senior Center Furniture, Fixtures, and Equip.	\$25,000.00	<b>\$25,000.00</b>				
		<b>Total Council on Aging</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>				
<u>Sewer</u>	600-15-00	Phase I West Construction and Administration	\$8,800,000.00	<b>\$8,800,000.00</b>				
	600-15-01	Engineering Design Phase I West	\$200,000.00	<b>\$200,000.00</b>				
	600-15-02	Mascuppic Trail New Pump	\$90,000.00	<b>\$30,000.00</b>	\$30,000.00	\$30,000.00		
	600-15-03	Quick Disconnect Switches for Portable Generator	\$15,000.00	<b>\$3,750.00</b>	\$3,750.00	\$3,750.00	\$3,750.00	
	600-15-04	Upgrades to Phalanx Station	\$50,000.00	<b>\$50,000.00</b>				
	600-15-05	Additional Wet Well at Flints - Study	\$10,000.00	<b>\$10,000.00</b>				
	600-15-06	Audrey Avenue Pump Station repairs/upgrades	\$10,000.00	<b>\$10,000.00</b>				
	600-15-07	Replace or Repair 20+ year old pumps at stations	\$100,000.00	<b>\$20,000.00</b>	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
	600-TBD	Phase II Design	\$849,000.00					
	600-TBD	Phase II Construction and Administration	\$9,669,000.00					
		<b>Total Sewer</b>	<b>\$19,793,000.00</b>	<b>\$9,123,750.00</b>	<b>\$53,750.00</b>	<b>\$53,750.00</b>	<b>\$23,750.00</b>	<b>\$20,000.00</b>
<u>School</u>	300-15-01	Facility Condition Assessment (inc. Security)	\$80,000.00	<b>\$80,000.00</b>				
	300-15-02	Refirbish, Repair, & Cerfity TMS Gym Fire Es.	\$17,000.00	<b>\$17,000.00</b>				
	300-15-03	Security Upgrades TPS <sup>1</sup>	\$60,000.00	<b>\$60,000.00</b>				
	300-15-04	Technology <sup>2</sup>	\$250,000.00	<b>\$50,000.00</b>	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
	300-15-05	Paving Plan <sup>2</sup>	\$250,000.00	<b>\$50,000.00</b>	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
	300-15-06	Asbestos Abatement TMS <sup>3</sup>	\$440,000.00	<b>\$40,000.00</b>	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
	300-15-07	TES Driveway Culvert Improvements	\$37,896.00	<b>\$37,896.00</b>				
	300-16-01	Modulars-Repairs and upgrades <sup>1</sup>	\$0.00		TBD			
	300-16-02	Custodial/maintenance replacement cycle <sup>3</sup>	\$50,000.00		\$25,000.00		\$25,000.00	
	300-17-01	THS Auditorium <sup>4</sup>	\$1,534,825.00			\$1,534,825.00		
	300-17-02	Norris Rd. Athletic Field Complex <sup>4</sup>	\$1,182,105.00			\$1,182,105.00		
	300-17-03	Windows - TMS <sup>5</sup>	\$400,000.00			\$400,000.00		
	300-17-04	Bleachers - TMS <sup>5</sup>	\$100,000.00			\$100,000.00		
	300-17-05	Generator - TMS <sup>5</sup>	\$60,000.00			\$60,000.00		
	300-17-06	Ceiling Refurbish - TMS <sup>5</sup>	\$150,000.00			\$150,000.00		

Town of Tyngsborough  
Capital Asset Plan Summary  
May 1, 2014

**BOLD = FY 2015 RECOMMENDATION**

300-17-07	Restrooms - TMS <sup>5</sup>	\$100,000.00			\$100,000.00		
300-17-08	HVAC - Lakeview <sup>5</sup>	\$750,000.00			\$750,000.00		
300-17-09	Windows/Doors - Lakeview <sup>5</sup>	\$300,000.00			\$300,000.00		
300-17-10	Generator - Lakeview <sup>5</sup>	\$80,000.00			\$80,000.00		
300-18-01	THS Roof Replacement <sup>5</sup>	\$1,700,000.00				\$1,700,000.00	
300-18-02	THS Renovations <sup>5</sup>	\$1,000,000.00				\$1,000,000.00	
300-18-03	THS Boilers	TBD					
<b>Total School</b>		<b>\$8,541,826.00</b>	<b>\$334,896.00</b>	<b>\$225,000.00</b>	<b>\$4,856,930.00</b>	<b>\$2,925,000.00</b>	<b>\$200,000.00</b>

<sup>1</sup>TBD - Pending 300-15-01

<sup>2</sup>Preventative Maintenance Plan

<sup>3</sup>5 Year Plan

<sup>4</sup>Feasibility Study Completed

<sup>5</sup>Potential MSBA Projects: THS items 18-01 and 03 submitted to Accelerated Repair

<sup>5</sup>Potential MSBA Projects: TMS items are included in comprehensive 2014 MSBA Sol submission (total project budget unknown at this time)

*Italics = sewer enterprise projects*

	GRAND TOTAL	2015	2016	2017	2018	2019
<b>Grand Total Cost</b>	<b>\$41,453,576.00</b>	<b>\$14,363,646.00</b>	<b>\$2,320,000.00</b>	<b>\$6,946,930.00</b>	<b>\$4,825,000.00</b>	<b>\$2,480,000.00</b>



## The 2013 Annual Town Report Community Preservation Committee

Edward L. Smith (Conservation Committee)  
Linda L. Geyer (Recreation Committee)  
Warren W. Allgrove, Jr. (Historical Commission)  
William F. Gramer (Planning Board)  
John Pelletier (Housing Authority)

Darryl Wickens (Finance Committee)  
Kenneth A. Times, III (Member at Large)  
Guy Denomme (Member at Large)  
Joelyn Riley (Member at Large)

The Community Preservation Act (CPA) was passed in Tyngsborough in May 2001. The Act requires that a Community Preservation Committee (CPC) be formed to investigate the preservation needs of the community and make recommendations to Town Meeting for use of the CPA funds. CPA monies are raised by a community-wide real estate property surcharge of 3%. The State will provide matching funds to the extent that it has collected through the state registry of deeds. Tyngsborough passed the Act at the maximum 3% surcharge level and the State matched this money dollar for dollar from FY2002 through FY2008 at the approximate rate of \$375,000.00 per year. In FY2009 the town received another 92% match, however in FY2012 and FY2013 the receipt of state matching funds to be much lower with a 41.6% and 43.65% match, respectively. Fortunately, the FY2014 match was increased and is 75%.

In FY2013, between Town and State contributions the Tyngsborough CPA fund accrued approximately \$621,000. The funds must be spent in three areas, Open Space for passive recreation or active recreational purposes, Historic Preservation, and Affordable Housing. At least 10% of the monies must be allocated for current or future spending on each of the three categories. The Act also allows for the CPC to recommend that up to 5% of the funds be allocated for the potential use of administrative expenses each year. The remaining 65% can be put toward any combination of the three. The CPC makes recommendations for allocation and use of the funds at Town meetings after carefully scrutinizing proposals. Before CPA funds can be spent on the Committee's recommendation the Finance Committee and the Board of Selectman also vote on their recommendations. The final purchase or allocation for future purchases must be voted on by the residents of Tyngsborough at Town Meeting. Applications for projects are available on the town website. A submission window of no less than 60 days prior to Town Meeting is necessary to allow the CPC to review and qualify proposals submitted.

Since its inception the CPC has been meeting with Town Boards to collaborate on the three core areas of preservation. For example, the Housing Authority for Affordable Housing, Historical Commission for Historic Preservation, the Conservation Commission for Open Space preservation, and the Recreation & Parks Committee for recreational open space. Areas of interest and focus in 2014 would be the completion of the Town center Barn restoration, the acquisition and restoration of the First Parish Meeting House, and the formation and structure support of future affordable housing initiatives. The revitalization of Tyngsborough's Town Center remains a top priority of this Committee.

In 2013, with Town Meeting approval the CPC worked with Boards and Committees to allocate funding for an Affordable Housing project at Red Pine Terrace, a purchase and restoration project for the First Parish Meeting House, a restoration project for the Adams Barn, and a project to replace playground equipment at Wicasse Park, install playground equipment at the Town Beach, install an adult exercise stations at the Bicentennial Fields and the creation of a dog park. The CPC continues to work with Boards and Committees to identify important community projects.

Respectfully Submitted,  
Edward L. Smith, Chairman



## The 2013 Annual Town Report Conservation Commission

Brian Martin – Chairman  
Jeffrey Kablik – Vice Chairman  
Lucy Gertz – Member  
Linda Bown – Member  
Patrick Mical – Member

Jerry Earl – Member  
Ed Smith – Member  
John Nappi – Associate Member  
Matthew Marro – Director  
Pamela Berman – Administrative Assistant

The Conservation Commission had a productive year in 2013. The Commission held nineteen public meetings with a total of 61 hearings. These hearings included ten Notice of Intent filings, eight Requests for Determination of Applicability filings, two Enforcement Orders, 17 Certificates of Compliance, three Stormwater Permits, 17 Director's Determinations, one Emergency Certification, one Extension to an Order of Conditions, and two Amended Orders of Conditions.

Commission members also attended the Massachusetts Association of Conservation Commissions annual meeting in March, and the Massachusetts Environmental Health Association meeting. Maintenance and program activities continued at the Sherburne Nature Center and included a well-attended Earth Day celebration in April. Construction of a new scenic boardwalk was completed along with the addition of a new Meadow trail. The Town's conservation lands were maintained through many volunteer efforts throughout the year. The Commission thanks those residents who care and volunteer their time and efforts to aid in the continued protection of our precious natural resources. The donation of eight acres of land on Worden Road by Sandra Dahlfred was completed. This year the Commission mapped the location for a trail system through the parcel and the finalization of a trail-head kiosk. Students from Tyngsborough High School teacher Beth Craig's Community Service Learning class were instrumental in helping with this and other similar endeavors.

Stormwater management is by far becoming one of the priority issues across the country with EPA mandates that affect every community across the country. The Conservation Director actively implemented the Town's new Stormwater Management By-law which meets the requirements of the EPA mandates. As part of the implementation, the Director inspected outfalls and basins as well as portions of the river and local ponds and lakes. The Commission also worked with the Lake Masscuppic Association and the Lake Massapoag Rod and Gun Club for the continued management and protection of the vital lake resources. The Director also continued to offer stormwater education through information available at the Earth Day celebration, as well as a through public service videos shown on Tyngsborough's local access television. There are plans for more videos to be produced on different topics as part of this program. In addition, the Conservation Commission continued to hold public hearings for stormwater permits under the new by-law. Finally, the annual EPA required storm water report was completed by the Director and submitted by the deadline as in previous years. The Director also continues to carefully monitor activities on the former Charles Georges Landfill and worked with the Army Corps of Engineers on the monitoring requirements.



The 2013 Annual Town Report  
Council on Aging

The Tyngsborough Council on Aging and Senior Center is the bridge to an aging generation. The mission is to advocate for an improved quality of life for all seniors through supportive services, programs, events, and education and also to identify and assess the health, economic, social and cultural needs of seniors. Our primary goal is to link needs to resources. According to the US Census, the elder population (age 60 years and older) in Tyngsborough went from 1,043 in 2000 to 1,629 in 2010. It is projected to be 3,241 by 2020. Over 200% growth in 20 years.

**Activity Report for Calendar Year 2013:**

Transportation	5,164 rides provided to 63 senior and disabled clients
Congregate meals	962 meals served to 66 clients at the Center
Recreation/Social	421 clients attended over 60 events (total 7,011)
Wellness programs	218 provided to 66 seniors
Fitness programs	250 classes attended by 24483 seniors (total 4,187)
Brown Bag through Food Bank	288 bags provided to 39 seniors/residents
Volunteers (not counting Town departments & other agencies)	over 4,000 hours of services provided by 71 volunteers
Who came to the Center in FY2013?	79% from Tyngsborough/21% from other towns
The service population is approximately	70% female/30% male

**Affiliate and supporting agencies:** Elder Services of Merrimack Valley (ESMV), Visiting Nurse Association of Greater Lowell, Inc. (VNA), Community Teamwork, Inc. (CTI), Merrimack Valley Nutrition Program, AARP, and Lowell Regional Transit Authority (LRTA). We offer a variety of programs and presentations to elders that improve communication and provide information from town departments such as the Fire Department, Police Department, Assessors Office, Veterans Office, Highway Department and the Board of Selectmen.

As the aging population continues to grow, there is a heavier reliance on the Center in the role of a social service agency. The Center continues to operate with less staff every year and is heavily reliant on volunteers. The Center also offers referral services to non-seniors as a social service agency for the town. Our outreach program has grown over 200% since 2012.

Some of our programs/events that were added or continued in 2013 were: Zumba Gold; Bone Builders; Armchair vacation to Italy; Beach Party at the Town Beach; cookouts sponsored by Senator Eileen Donahue and the Police Union; Ice Cream Social sponsored by the Firefighters Association; Parties for special occasions with entertainment provided by the Local Cultural Council; Yoga; Wii bowling; Tai Chi; Exercise; Dinner Cruise; Pampered chicks and Free Tax Preparation. We also have had many educational speakers. We added "Soup Friday" in October and we average 15 to 20 people each week enjoying homemade soup. We also rolled out the "Yellow Dot" program with the help and support from our Police and Fire Departments.

Goals of the Council on Aging for 2014: Focus on maintaining the current programs, provide more critical programs and services and implement programs that will improve better safety for the elder population; concentrate on more outreach and create new programs that are creative and will attract new seniors to the Center through the use of members of the community and volunteers.

Respectfully submitted,  
Barbara Roche, Director of Elder Services



## The 2013 Annual Town Report Tyngsborough Cultural Council

Juli M. Rogers, Chair  
Tamara Adams, Treasurer  
Christina Dugas, Secretary  
Sujatha Meyyappan, Member  
Barbara Monleon, Member

Greetings, fellow residents:

It is the mission of the Tyngsborough Cultural Council (TCC) to promote excellence, access, education and diversity in the arts, humanities, and interpretive sciences in order to improve the quality of life for all Tyngsborough residents and to contribute to the economic vitality of the Tyngsborough community through the re-granting of public monies awarded to the TCC by the Massachusetts Cultural Council (MCC).

The Tyngsborough Cultural Council is an agent of the Massachusetts Cultural Council, which receives funding from the Massachusetts Legislature and the National Endowment for the Arts. Distributions are based on a local aid formula devised by the state and are not determined by the individual municipality.

The Cultural Council meets the needs of Tyngsborough residents throughout the year. As in past years, cultural services and on-going activities continue to be available to Tyngsborough residents.

The Current Council is looking forward to holding a Community Event in the fall with music provided by a grant recipient. The event will be free and open for all to attend.

As of this writing, the council has approved the cultural grants for 2013-14, allowing the funded applicants to move forward and begin the process for which they have been awarded.

The challenge for the Tyngsborough Cultural Council is to advocate for cultural arts and humanities and appropriate the funding for the programs upon completion.

We wish to thank all the former Tyngsborough Cultural Council members who provided the service and volunteer hours prior to the appointment of the current Tyngsborough Cultural Council, and recognize their dedication and hard work.

Furthermore, the former and current Tyngsborough Cultural Council and the grant applicants serve to remind us all there are numerous ways that individuals working together can enhance public services, in this case, arts and humanities.

Indeed, we wish to thank all of you. It is our hope we can count on your continued support in participation in the process and programs that had been granted funding for future enhancement of our town.

Respectfully submitted,  
Juli M. Rogers, Chair



The 2013 Annual Town Report  
Finance Committee

To the Citizens of Tyngsborough:

In Massachusetts, towns with a property valuation of over a million dollars are required to create a Finance Committee. Under Massachusetts General Law, a Finance Committee "shall consider any or all municipal questions for the purpose of making reports or recommendations to the town and shall submit a budget at the annual town meeting. (Massachusetts General Law, Chapter 30, Section 16).

The Tyngsborough By-Laws state there shall be a Finance Committee consisting of five elected members. The By-Laws also outline further duties of the Finance Committee including the consideration of all matters that impact the town monetarily when placed on a warrant article.

The Finance Committee meets during the year as needed, posts its meetings as required by law and makes meetings available to view on the Town Website. The Finance Committee has members who serve on the Community Preservation Committee, the Capital Asset Management Committee, and attend other meetings as necessary.

We continue to review the status of the current fiscal year budget and are working with town boards, committees and departments to provide a fair and equitable fiscal year 2015 budget for the residents of the Town of Tyngsborough.

The Finance Committee is committed to keeping the public informed and providing recommendations that are in the best long-term interest of our community.

Respectfully submitted,  
Robert L. Mullin, Chairman  
Darryl Wickens, Vice Chairman  
Scott Hammer, Clerk  
Christopher Mellen  
Paul Morin



The 2013 Annual Town Report  
Fire Department

**Board of Fire Engineers:**

James P. Doster  
Raymond J. Ledoux  
Arthur E. Michaud  
Timothy Madden

**Chief Officers:**

Fire Chief: Timothy Madden  
Assistant Chief: Wilfred Mercier  
Deputy Chief: Jason Newton

**Significant Events:** In 2013 the Insurance Service Organization completed its analysis of the Structure Fire Suppression Delivery System in our Community; this included the pre-plan for alternative water supply operations in areas with no public water supply system.

At the conclusion of the review, the ISO has determined that the Tyngsborough Fire Department will maintain its Class 5 rating for both hydranted and non hydranted areas. All subscribing fire insurance companies will be advised of the maintained rate classification.

**Alarm Report Summary 2013:**

Activated Alarm..... 194  
False Alarm ..... 19  
Haz-Mat ..... 15  
Vehicle/Equipment Fire ..... 4  
Chimney Fire ..... 2  
Building Fire ..... 6  
Brush Fire..... 13  
Fire/other ..... 11  
Medical Aid ..... 472  
Carbon Monoxide..... 27  
Mutual Aid ..... 45

MVA/Medical..... 41  
MVA/Extrication ..... 2  
MVA/other.....146  
Electrical ..... 10  
Food on Stove ..... 1  
Smoke in Building ..... 18  
Other.....246  
**Total..... 1272**



**Congratulations to our four recent graduates from the State Fire Academy:**  
Dan Perry Chris Linskey, Brian Federsen, Vinny Aresenault



## The 2013 Annual Town Report Highway Department

James Hustins, Senior Foreman  
Richard Gill, Highway Foreman  
Michael Bergeron, Equipment Operator  
Robert Lareau, Skilled Maintenance Craftsman  
William Lannan, Skilled Laborer

Robert Morency, Skilled Laborer  
Joshua Clancy, Skilled Laborer  
William Wilson, Skilled Laborer  
Thomas Feeney, Skilled Laborer  
Susan Silvia, Highway Clerk

The Tyngsborough Highway Department maintains the safety and quality of more than 100 miles of road in town. Our department is on call 24 hours a day, 365 days per year. Some of our duties include; road repairs, catch basin maintenance, drainage pipe maintenance, culvert maintenance and repair, beaver dam mitigation, manage and maintain fuel storage for all town vehicles, street sweeping, street line and crosswalk painting, street signs, traffic signs, street opening permits, snow plowing and treating of roadways throughout the winter months, maintaining the town beach, lawn maintenance at the center of town, town hall, intersections & select town fields. These duties are performed in conjunction with many other highway related tasks.

Along with the numerous responsibilities our department is faced with, we provide mechanical maintenance and auto body work for our aging fleet of trucks as well as landscaping equipment. We are fortunate to have skilled mechanics performing these repairs in house resulting in significant savings to the town. Thank you gentlemen, for your vast knowledge and skill keeping us moving.

In 2013, State appropriated Chapter 90 funds helped us to resurface Independence Drive, Ridge Road and Trinity Drive. We also used Chapter 90 funds for Traffic Engineering and Transportation Services for possible intersection improvements at 2 locations; Westford Road at Dunstable Road and Lakeview Avenue at Coburn Road. We have completed the street sign replacement program, replacing old signs with newer, highly reflective signs, to comply with new Federal Highway standards.

Through funds appropriated at Town Meeting we purchased a large capacity wood chipper. This tool is used on fallen roadside trees and branches, the chips are then used around town to enhance the look of the community, without incurring additional costs. Also purchased with funds appropriated at Town Meeting is a sander/plow truck which we are anticipating delivery in the very near future. This vehicle will replace a very old truck which has become extremely costly to operate and maintain.

My colleagues and I would like to extend our appreciation and thanks to the residents of Tyngsborough for their support and patience during the very cold, long and snowy winter. Please visit the town website for information regarding winter operations, parking bans, street light outage reporting and how residents can help. [www.tyngsboroughma.gov/government/departments/highway](http://www.tyngsboroughma.gov/government/departments/highway)

Respectfully Submitted,  
James Hustins, Senior Foreman  
[jhustins@tyngsboroughma.gov](mailto:jhustins@tyngsboroughma.gov)  
(978)649-2310



The 2013 Annual Town Report  
Historical Commission

Warren W. Allgrove, Jr., Chair  
Marie R. Lambert, Vice Chair  
Herbert F. Morton, Member  
Robert L. Kydd, Jr., Member

Rodney Wood, Member  
Jill E. Bowen, Member  
George L. Dupras  
Joy K. Richardson

The Tyngsborough Historical Commission would like to thank all the town boards and citizens alike in their combined work in getting the Old Town Hall finished in a timely manner. It has been a long and sometimes grueling task to find both support and enthusiasm for this project. Now that the work is done, and splendidly so, we can be assured that the Old Town Hall that our seniors once knew will be more than a mere memory, and that our future generations will experience the hall well into the future.

There are still a few steps needed in returning our center of town its former beauty, namely the Adams Barn and the First Parish Church. Plans for each are in the works and both should be completed this year. With those two buildings restored and the center landscaped it will be an area town residents can take pride in.

The Commission has also had interest in bringing the war memorials to one location on Thomas Road, and designing the falls area of the old box shop into a public park.

The Commission also has done well with its 5th annual car show hosted at the Innovation Academy on Tyng Rd. The car show has been so popular that it quickly outgrew its former location at the Littlefield Library and Winslow School. The Innovation Academy has been very generous in allowing us the venue to hold this event. Please look for it this coming September.

Respectfully submitted,  
Historical Commission  
By: Herbert F. Morton, NIC



## The 2013 Annual Town Report Media Programming

To the People of Tyngsborough:

The Office of Media Programming's mission is to provide town residents and businesses with the most current information available on the daily events happening within municipal government and your local community. We do this through the following mediums:

**For Broadcast:**

The Tyngsborough Government Channel  
available on  
Comcast Channel 8  
Verizon FiOS Channels 29 and 30

The Tyngsborough Education Channel available  
on  
Comcast Channel 99  
Verizon Channel 28

**For Digital:**

The Town Website: [www.tyngsboroughma.gov](http://www.tyngsboroughma.gov)  
Tyngsborough: Recycles: [www.tyngsboroughma.gov/recycling](http://www.tyngsboroughma.gov/recycling)  
Sherburne Nature Center: [www.tyngsboroughma.gov/sherburne](http://www.tyngsboroughma.gov/sherburne)  
Facebook: [www.facebook.com/tyngsboroughma](http://www.facebook.com/tyngsboroughma)  
Twitter: [www.twitter.com/tyngsboroughma](http://www.twitter.com/tyngsboroughma)

These platforms have been critical in the distribution of messages to our constituents.

Over the past year we have increased meeting coverage of the Town's regulatory boards and have aired over 100 hours of gavel-to-gavel meeting coverage both on-air and online.

We exclusively produced and documented The Old Town Hall Renovations which re-opened to the public on January of 2014. You may visit the town website's video-on-demand section to view all of our produced content.

We are actively working to make the switch to full High Definition and tapeless productions. In the past year we have tested this capability through some of our field cameras that can record in High Definition.

While we continue to deliver our programming in digital Standard Definition, we will be ready when the cable providers make the switch in the lower channels tier.

The office is always in need for residents to learn about the production process, volunteer and produce their own locally produced content.

Many thanks to you the citizens, fellow employees elected officials and business for your continued support.

Respectfully Submitted,  
Rony Camille  
Media Program Director/Webmaster



## The 2013 Annual Town Report Planning Board

William Gramer, Chairman  
Kimberly O'Brien, Vice Chairman  
Steven Nocco

Steven O'Neill  
Stephen Berthiaume, Associate Member (Resigned May, 2013)  
Pamela Berman, Administrative Assistant

The Tyngsborough Planning Board held 17 public meetings in 2013 and continued to provide valuable assistance to the residents of Tyngsborough and project developers.

In May, Kimberley O'Brien was elected to the Board for a five year term, and Associate Member Stephen Berthiaume resigned from the Associate Member position.

The Board held public hearings for several Special Permits and included the following projects:

30 Progress Ave. – Bus parking lot expansion (Approved)  
81 Westford Rd. – Special Permit Modification (Honey Dew Donuts & Daycare Facility) (Approved)  
5 Christine Ave. – Temporary Independent Living Quarters (Approved)  
272 Middlesex Rd. – Professional Office Space (Approved)  
1 Demauro Dr. - Temporary Independent Living Quarters (Approved)  
34 Mission Rd. - Temporary Independent Living Quarters (Approved)  
7 Roy Ave. - Temporary Independent Living Quarters (Approved)  
31 Alden St. - Temporary Independent Living Quarters (Approved)

The Board approved four Approval Not Required (ANR) plans at the following addresses: 30 Progress Ave., 21 Davis Rd., 35 Davis St., 347 Middlesex Rd.

The Board continued to work vigorously to accept as public ways the unaccepted roads in Tyngsborough. The road acceptance project will provide additional funding from the State under the Chapter 90 Program to be used toward maintaining, repairing and improving Tyngsborough's public ways. The Board also continues to work with the Town Administrator's office to secure and apply any outstanding development bond money toward such costs. 39 streets were evaluated and recommended to the Board of Selectmen and Town Meeting for acceptance, as follows: Ashford Drive, Belfair Lane, Bridle Path Way, Brookview Circle, Chandler Road, Chard Road, Chelsea Way, Connell Drive Ext., Constance Drive, Daisy Lane, Dane Circle, Demauro Drive, Descheneaux Lane, Diamond Street, Emerald Street, Florence Way, Independence Drive, Jamie Way, Jasper Lane, Kristen Way, Laurel Lane, Liberty Lane, Mackey Drive, Mayflower Way, Michigan Road, Minuteman Drive, Montana Drive, Nevada Road, Old Hickory Road, Old Stonehill Road, Pilgrim Circle, Ridge Road, Sleepy Hollow Lane, Strawberry Hill Lane, Sunset Way, Trinity Drive, Vermont Road, Violet Lane, Waterway Place, Wintergreen Drive.

The Board will continue to work with the Town Administrator's office to tenaciously pursue outstanding road bond money from developers that did not fully complete their roads to acceptance.

Finally, the Planning Board held public hearings on several proposed amendments and/or additions to the Zoning By-Laws which were recommended for Town Meeting vote and they included:

Section 2.11.44 (Business Uses; Personal Services)  
Section 2.11.50 (Accessory Use Regulations)  
Section 2.15.23 (Restoration)  
Section 4.11.30 (Major Industrial Complex Decision Criteria)  
Section 4.15.30 (Temporary Independent Living Quarters Decision Criteria)  
Section 5.00.00 (Interim Restriction/Moratorium for Medical Marijuana Treatment Centers)



## The 2013 Annual Town Report Police Department

To the Town Administrator, Board of Selectmen and residents of Tyngsborough, I submit my annual town report.

This report will give an overview of the Tyngsborough Police Department for the calendar year of 2013, covering the department's organizational structure, its activity level and its accomplishments.

While I submit this report with an overview of 2013 I do so with an eye to the future, your police department is proactive and constantly planning for the future. My goal as Chief is to provide the very best in public safety to the residents of Tyngsborough as well as those that visit and travel through our community. The best way to do this is to maintain a high level of training of the employees at the Police Department, as training standards have significantly risen in public safety, especially in areas of use of force, we need to be ahead of the curve in all matters concerning police procedures, use of force, criminal and Constitutional law and updated equipment. By doing so we protect the community with a highly trained police force while at the same time doing our very best to insulate the community from civil litigation for failing to adequately train and have the proper equipment to perform our functions.

As a community oriented Police Department, we are always looking for ways to interact with our community and we recognize that our mission is and will continue to be of service to the residents of Tyngsborough, I am dedicated to that philosophy as is our staff.

I am grateful to the community for the support we receive and am proud to serve the town as your Police Chief, I will do everything I can to promote safety and community partnerships, both are essential for a strong and safe community.

The following are programs and initiatives that we offer the community:

**School Safety Task Force** – The professionals that make-up this group are from the Police Department and Tyngsborough Schools, their mission is to improve safety in our schools as well as to provide training in the latest safety measures available.

**School Resource Officer** – The School Resource Officer is regularly at the Tyngsborough public schools as well as the Lowell Vocational High School. This officer is responsible for safety at the schools, investigates criminal activity and provides numerous training and classes for students such as domestic violence awareness and drug & alcohol abuse prevention.

**Accreditation Unit** – This unit ensures our departments compliance with State and Federal Law Enforcement accreditation standards, constitutional guidelines and provides guidance to maintain consistent and professional policy & procedure.

**Narcotics Enforcement Unit** – This unit has the specific responsibility of investigating narcotics violations, focusing on those who sell illegal drugs in our community.

**Social Media** - We share information on activity and events occurring at the Police Department and in our community to our residents and others who wish to follow us; please sign up to follow us on Facebook and twitter, also check out our website at [www.tyngsboropolice.com](http://www.tyngsboropolice.com).

**Motorcycle Unit** – Our motorcycle unit provides traffic enforcement and specialized services at events.



The 2013 Annual Town Report

**Honor Guard** – The group of men and women of this unit proudly represent the Police Department and our community at special events.

**Table of Organization**

**Chief of Police**

Richard D. Howe

**Executive Officer of Patrol Operations**

Deputy Christopher C. Chronopoulos

**Patrol**

- Lt. Shaun Woods – Shift Commander
- Lt. Shaun Wagner – Shift Commander
- Lt. Brian Nasworthy – Shift Commander
- Sgt. Mark Bourque – Shift Supervisor
- Sgt. Chuck Melanson – Shift Supervisor
- Sgt. Michael Cassella – Shift Supervisor

- |                     |                      |
|---------------------|----------------------|
| Ofc. Thomas Walsh   | Ofc. Bob Cote        |
| Ofc. Chris Rider    | Ofc. Dan Whitman     |
| Ofc. Off. Rubino    | Ofc. John Coburn     |
| Ofc. Ken Healey     | Ofc. Kevin Ronan     |
| Ofc. Pete Kulisich  | Ofc. Nathan Abdallah |
| Ofc. Steve Desilets |                      |

**School Resource Officer**

Sgt. Steve Manning

**Administrative Services Division**

- Sgt. Jack Manning – Prosecutor
- Kimberly Morrison – Executive Assistant to the Chief

**Criminal Investigation Unit**

Det. /Sgt. Cynthia Shay

**Communication Division**

- Chief Dispatcher Glenna Greenslade
- Dispatcher John Martin
- Dispatcher Bonnie Murray
- Dispatcher Walesca Gomez
- Dispatcher Jose Martinez
- Dispatcher Jamie Weinberg
- Part-Time Dispatcher Michael Johnson
- Part-Time Dispatcher Kimberly Desmarais
- Part-Time Dispatcher Matthew Leung
- Part-Time Dispatcher Pollyanna Leung



The 2013 Annual Town Report

**Reserve Police Officers**

- Ofc. Edward Caissie
- Ofc. Evan Donnelly
- Ofc. Daniel Campbell
- Ofc. Jason Kushmerek
- Ofc. Paul Patalano
- Ofc. Timothy Sullivan

**Special Police Officers**

- S/O Carlos Borges
- S/O Edward Cossette
- S/O Michael Jelley
- S/O Scott Reidy
- S/O Top Xayachack

**2013 Activity**

Logged calls by dispatch -	22,075
Arrests / Criminal charges -	239
Incident reports generated -	1,054
Citations issued -	1,428
Motor vehicle Accidents -	300
(\$1,000 in damage or injury)	

**Criminal Activity Investigated**

Aggravated Assault -	8	Liquor law violations -	4
Robbery -	1	Trespass of property -	5
Simple Assault -	27	All other non-traffic -	104
Harassment / Intimidation -	21	Traffic / criminal -	30
Arson -	1	Bad Checks -	2
Burglary / Breaking and entering -	27		
Larcenies -	92		
Shoplifting -	1		
Theft from building -	10		
Motor vehicle theft -	7		
Counterfeiting / forgery -	7		
False Pretenses / swindling -	15		
Credit card theft -	6		
Impersonation -	2		
Stolen Property offenses -	3		
Destruction / damage / vandalism -	91		
Drug / narcotics violations -	9		
Sexual Assault -	4		
Pornography / obscene material -	2		
Weapon law violations -	2		

Respectfully submitted,  
Richard D. Howe, Chief of Police



## The 2013 Annual Town Report Recreation and Parks

January begins the youth basketball programs and a men's pick-up style session was offered, which is well received. The Shamrock Ball, the Father-Daughter Dance was a toe tapping experience for approximately 360 Girls and their Dads of Tyngsborough.

The Girls Youth Softball program rolled forward into its fifth year under the umbrella of the Recreation Department A winter clinic was again offered for these players during January and February with huge success. Over 150 girls participated in the clinic alone. A second specialize clinic for pitching was held in March. The addition of a summer travel league was met with great success.

The most popular summer event by far is Track and Field Night held at Pierce Field. The Committee continues to improve and monitor the Town Beach. With the assistance of the Lake Mascuppic Assoc. the beach continues to have much activity.

Traditionally the Night of Lights in October to usher in the Halloween spirit with resident carved jack-o-lanterns glowing along the path of Bicentennial Field Complex. Our event was cancelled due to the EEE and West Nile Advisory.

Our committee was busy decorating the common and the Littlefield Library for the holiday season and events. The holiday season begins with the annual Tree Lighting ceremony. New additions were added to the décor of the common this season. Children are invited to make multiple holiday crafts and activities as holiday movies and carols are heard all around. The Festival of Trees grew to having over 65 entries and the Littlefield Library was abuzz with holiday spirit.

The Recreation Center building on Westford Road remains a key piece in the Committees' ability to offer programming. It serves as a home for the majority of the programs that do not require large spaces or gymnasium usage. The Building also serves as a meeting place for many youth groups, town organizations and other groups. For the fourth year the building has been home base for the YMCA before and after school program.

The Recreation Committee continues to run and operate the concession stand at Wicasse Ball Park from April to August. All proceeds are used to self-fund the Committees programming and events.

The Department maintains the towns three athletic field complexes; Community Center, Bridge Meadow and Wicasse Park.

Town Meeting approved CPC funds for new play structures at Wicasse Park and the Town Beach, as well as a fitness trail around the Bicentennial Field complex. Plans are also underway for a town dog park.

Tri-yearly permitting and scheduling of all athletic fields is handled through the Department for Recreation programs, youth sports, and all schools in town. The spring season challenges us with the number of sports, fields and the uncertain weather.

The Director continues to work as a member of the Fields Committee and has undergone the development of the Bicentennial Fields facilities at the TES site. Annual lawn care bids are requested for the maintenance of this property. The user groups of this facility directly pay for the maintenance of this new complex, and are all facilitated by the three member Field Committee. Town monies are not spent at this site. The committee continues to plan for a future concession/bathroom/storage facility. New and creative avenues for continue funding are also being sought.

The Department continues to maintain its own website where residents can join the email list to receive periodic newsletters and information, or retrieve committee information, current program offerings, field permitting, zero tolerance policy or other policy/procedure information.

Respectfully submitted,  
Alison Page, Recreation Director



## The 2013 Annual Town Report Sewer Department

### **Commissioners:**

Jeff Hannaford, Chairman  
Brain Martin  
Fred Perrault

### **Employees:**

Caryn DeCarteret, Sewer Administrator  
Allen Curseaden, Superintendent  
Paul Provencher, Asst. Superintendent

The Tyngsborough Sewer Commission is pleased to report that the municipal sewer system is in excellent operating condition. Scheduled maintenance of the town-owned pump stations is ongoing and other major capital improvements have been recently completed or planned. Electrical upgrades and the installation of web-based monitoring systems is providing real-time data resulting in early detection of potential problems and a more efficient use of the resources.

The Sewer Enterprise Fund is in sound financial condition. Although the economic climate has slowed new construction, the fund has realized slight growth from new connections through FY2014. Although we do not anticipate a User Fee rate increase for FY2015, we are currently reviewing our user rate system in accordance with state and local requirements. To aid those property owners that do wish to connect to the sewer system, the Sewer Commission has implemented a covenant agreement that can be utilized to pay the connection fee over time. There are separate agreements for both residential and commercial properties.

The Sewer Commission is currently focused on the implementation of the town's approved Comprehensive Wastewater Management Plan (CWMP). The Sewer Commission is presently meeting with the Board of Selectmen, Finance Committee, and Capital Planning Committee to promote the construction of Phase I West as outlined in the CWMP. The Sewer Commission is also working closely with their consultants, Woodard & Curran, to continue the annual effort of seeking low interest loans from the State's Revolving Loan fund (SRF). The Town has been approved for the next round of SRF funding if we can secure a town meeting vote to spend the funds necessary to construct Phase I West.

Once again, all data collection information indicates that inflow and infiltration (I/I) continues to be the most costly problem with the system. Infiltration is caused by leaks in the system allowing groundwater or surface storm water runoff to enter the system. This represents approximately 32% of the I/I problem and the Sewer Department has identified those areas and is proactively repairing the system. Inflow is the deliberate dumping of water into the sewer system from basement sump pumps and other similar sources. This volume of clean water is metered at the town lines and the town is invoiced for every gallon. Discharging clean water into the sewer system is a fineable offense, but difficult to enforce. It continues to be the number one reason for rate hikes because the cost of treatment at the Lowell Regional Treatment Facility is passed down to the users. We request that all users seek alternative means for discharging sump pumps.

The Sewer Commission meets the second and fourth Thursday of every month. Deviations from that schedule are posted in advance. The first item on every agenda is Citizens Time. If you have any questions or concerns, please attend one of our meetings or call 978-649-2300 x134.



## The 2013 Annual Town Report Office of the Town Accountant

The following financial reports are for fiscal year July 1, 2012 through June 30, 2013. They include a combined balance sheet and statement of non-general fund account balances. The fund balance is one of the most widely used elements of state and local government financial statements.

The annual audit was performed by R.E. Brown & Company, CPA in accordance with generally accepted auditing standards. As part of this audit, the financial transactions of the various departments receiving money for the Town were examined and verified. A copy of the audit report is available and on file in the office of the Town Clerk.

The Town also reports a Schedule A to the Bureau of Accounts which identifies revenues and expenditures by departments. A copy of this report may be reviewed in the Town Accountant's office.

I would like to thank my office staff, Kathy Cayer for her dedicated service. I would also like to thank the boards, commissions and department heads for their cooperation during the year.

### The Mission

The mission of the Town Accountant's Department is to insure that financial transactions and activities are carried out in accordance with all applicable federal, state, and local laws, ordinances, and regulations. In addition, the Town Accountant Office works to implement professional accounting and financial management standards established by the Government Accounting Standards Board (GASB) and in accordance with Generally Accepted Accounting Principles (GAAP). These standards help to insure that accurate and timely reporting of financial and accounting information is successfully carried out.

### Essential Functions

The essential functions of the Town Accountant and the office staff include but are not limited to maintaining a complete set of financial records for all Town accounts, appropriations, debts and contracts. Maintain a general ledger and journal for the recording of all transactions and subsidiary ledgers. Perform internal audits of all Town Departments on a quarterly basis. We also assist in the preparation of the Town's annual Budget Documents for Annual Town Meeting.

Monitor expenditures of all Town and School funds; examine all vouchers, department bills and payrolls for appropriateness of expenditure and for accuracy of available funds before payment. Manage and process payroll and accounts payable for both Town and School, Produce 1099's for all vendors.

Respectfully Submitted,  
Catherine M. Gabriel, M.Ed., M.B.A. and Certified Governmental Accountant (CGA)  
Town Accountant

**TOWN OF TYNGSBOROUGH**  
**COMBINED BALANCE SHEET**  
*Period Ending: June 30, 2013*

	Governmental Fund Types				Proprietary Fund Type	Fiduciary Fund Type	Debt Group	TOTALS
	General	CPA	Special Revenues	Capital Projects	Sewer Enterprise	Trust & Agency	General Long Term Debt	(Memorandum Only)
	<i>Fund 001</i>	<i>Fund 230</i>	<i>Funds 220-289</i>	<i>Fund 300</i>	<i>Fund 600</i>	<i>Funds 290,500,850,900</i>	<i>Fund 050</i>	
<b>ASSETS AND OTHER DEBITS</b>								
<b>CASH AND SHORT-TERM INVESTMENTS</b>								
Unrestricted Deposits	4,155,335.52	3,529,339.93	2,983,895.79	439,363.43	2,125,481.64	1,348,068.58		14,581,484.89
Petty Cash	400.00	0.00	100.00	0.00		0.00		500.00
Investments	0.00	0.00	0.00	0.00		118,546.42		118,546.42
Restricted Deposits	0.00	0.00	0.00	0.00		402,329.27		402,329.27
<b>CASH &amp; INVESTMENTS:</b>	<b>4,155,735.52</b>	<b>3,529,339.93</b>	<b>2,983,995.79</b>	<b>439,363.43</b>	<b>2,125,481.64</b>	<b>1,868,944.27</b>	<b>0.00</b>	<b>15,102,860.58</b>
<b>RECEIVABLES:</b>								
Real Estate & Personal Property Taxes	1,028,837.16	13,772.24						1,042,609.40
Tax Liens	1,114,094.79	13,133.06						1,127,227.85
Deferred Real Estate	35,935.05							35,935.05
Tax Possessions & Foreclosures	309,407.47							309,407.47
Payment in Lieu of Taxes	15,549.90							15,549.90
Excise taxes	166,487.56							166,487.56
Due from Veteran's Administration	39,704.74							39,704.74
Sewer Use and Liens					58,042.51			58,042.51
State Aid; Grants & Contracts			319,841.71					319,841.71
Due From Other Agencies						39,345.58		39,345.58
<b>AMOUNTS TO BE PROVIDED FOR RETIREMENT OF LONG-TERM OBLIGATIONS</b>							<b>6,084,571.94</b>	<b>6,084,571.94</b>
<b>TOTAL ASSETS AND OTHER DEBITS:</b>	<b>6,865,752.19</b>	<b>3,556,245.23</b>	<b>3,303,837.50</b>	<b>439,363.43</b>	<b>2,183,524.15</b>	<b>1,908,289.85</b>	<b>6,084,571.94</b>	<b>24,341,584.29</b>
<b>LIABILITIES AND FUND EQUITY</b>								
<b>LIABILITIES:</b>								
Warrants payable	915,084.50	312,719.54	165,763.76	0.00	47,200.57	32,914.45		1,473,682.82
Accrued payroll								0.00
Payroll Withholdings	801,582.59							801,582.59
Other liabilities								0.00
Due to Other Funds	26,745.63							26,745.63
Prepaid Taxes	47,409.18							47,409.18
Bonds & Notes Payable		2,500,000.00		1,234,371.00			6,084,571.94	9,818,942.94
Deferred Revenues								
Deferred Revenues	2,710,016.67	26,905.30	319,841.71	0.00	58,042.51	39,345.58	0.00	3,154,151.77
<b>TOTAL LIABILITIES:</b>	<b>4,500,838.57</b>	<b>2,839,624.84</b>	<b>485,605.47</b>	<b>1,234,371.00</b>	<b>105,243.08</b>	<b>72,260.03</b>	<b>6,084,571.94</b>	<b>18,476,666.70</b>
<b>FUND BALANCES (DEFICIT):</b>								
<b>Reserved for:</b>								
Encumbrances & Continuing Appropriations	97,814.37				79,401.64			177,216.01
Overlay Surplus								0.00
Expenditure	474,292.00	2,736,003.42			531,322.00			3,741,617.42
Special Revenue Funds			2,818,232.03					2,818,232.03
Capital Project Funds				(795,007.57)				(795,007.57)
Expendable Trust Funds						348,802.36		348,802.36
Nonexpendable trusts						329,447.04		329,447.04
Stabilization						957,135.53		957,135.53
Other Special Purpose Funds						44,485.21		44,485.21
Agency						156,159.68		156,159.68
<b>Unreserved:</b>								
Undesignated	1,792,807.25	(2,019,383.03)			1,467,557.43			1,240,981.65
Overlay Deficit								0.00
<b>TOTAL FUND EQUITY (DEFICIT):</b>	<b>2,364,913.62</b>	<b>716,620.39</b>	<b>2,818,232.03</b>	<b>(795,007.57)</b>	<b>2,078,281.07</b>	<b>1,836,029.82</b>	<b>0.00</b>	<b>9,019,069.36</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>6,865,752.19</b>	<b>3,556,245.23</b>	<b>3,303,837.50</b>	<b>439,363.43</b>	<b>2,183,524.15</b>	<b>1,908,289.85</b>	<b>6,084,571.94</b>	<b>24,341,584.29</b>

**FUND BALANCES**  
Fiscal Year Ending: June 30, 2013

**SPECIAL REVENUE FUNDS**

Account #	Fund Type	Description	Beginning Balance	Revenues	Payroll Expenses	Other Expenses	Transfers	TRANSFER TO/FROM	Ending Balance
<b>SCHOOL LUNCH FUND</b>									
220-000-3522-000	Special Revenue Fund	FUND BAL - SCHOOL LUNCH FUND	5,349.44	423,734.24	-	(429,083.68)	-		0.00
<b>SCHOOL LUNCH FUNDS:</b>			<b>\$ 5,349.44</b>	<b>\$ 423,734.24</b>	<b>\$ -</b>	<b>\$ (429,083.68)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>INSURANCE RECOVERY FUNDS:</b>									
221-100-3590-000	Special Revenue Fund	FUND BAL - INSURANCE RECOVERY	-	3,548.00	-	(3,548.00)	-		0.00
<b>INSURANCE RECOVERY FUNDS:</b>			<b>\$ -</b>	<b>\$ 3,548.00</b>	<b>\$ -</b>	<b>\$ (3,548.00)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>COMMUNITY PRESERVATION FUND</b>									
230-000-3240-000	Special Revenue Fund	FUND BAL - RES'D FOR EXPENDITURES	\$ 208,576.83	\$ -	\$ -	\$ -	\$ 1,656,777.59		\$ 1,865,354.42
230-000-3241-000	Special Revenue Fund	FUND BAL - RES'D FOR OPEN SPACE	\$ 48,000.00	\$ -	\$ -	\$ -	\$ 76,039.00		\$ 124,039.00
230-000-3242-000	Special Revenue Fund	FUND BAL - RES'D FOR HISTORIC PRESERVATION	\$ 215,016.00	\$ -	\$ -	\$ -	\$ 51,539.00		\$ 266,555.00
230-000-3243-000	Special Revenue Fund	FUND BAL - RES'D FOR COMMUNITY HOUSING	\$ 423,516.00	\$ -	\$ -	\$ -	\$ 56,539.00		\$ 480,055.00
230-000-3245-000	Special Revenue Fund	FUND BAL - BUDGETARY RESERVE	\$ -	\$ -	\$ -	\$ -	\$ 71,961.00		\$ -
230-000-3590-000	Special Revenue Fund	UNDESIGNATED FUND BALANCE - CPA	\$ 161,991.07	\$ 624,376.81	\$ 21,160.00	\$ 944,374.62	\$ (1,912,177.29)	\$ 71,961.00	\$ (2,019,383.03)
<b>COMMUNITY PRESERVATION FUNDS:</b>			<b>\$ 1,057,099.90</b>	<b>\$ 624,376.81</b>	<b>\$ 21,160.00</b>	<b>\$ 944,374.62</b>	<b>\$ 678.30</b>	<b>\$ -</b>	<b>\$ 716,620.39</b>
<b>FEDERAL GRANTS FUND</b>									
240-210-3510-211	Special Revenue Fund	FUND BAL - Highway Safety Grant	(582.71)	1,707.64	(1,250.12)	-	-		(125.19)
240-210-3510-213	Special Revenue Fund	FUND BAL - Bullet Proof Vest Grant	8,291.51	1,823.97	-	(2,910.00)	-		7,205.48
240-220-3510-221	Special Revenue Fund	FUND BAL - Local Emergency Plan Grant	250.00	-	-	-	-		250.00
240-210-3510-240	Special Revenue Fund	FUND BAL - Byrne JAG Grant	(650.00)	-	-	-	-		(650.00)
240-291-3510-291	Special Revenue Fund	FUND BAL - Civil Def Emergency Plan Gr	2,500.00	-	-	-	-		2,500.00
240-300-3510-301	Special Revenue Fund	FUND BAL - Title I Distribution	10,635.23	62,760.60	(60,610.00)	(12,785.83)	-		0.00
240-300-3510-302	Special Revenue Fund	FUND BAL - Title IIA Teacher Quality	-	36,000.00	(31,000.00)	-	-		5,000.00
240-300-3510-304	Special Revenue Fund	FUND BAL - Sped Program Improvement	19,393.60	14,138.00	(7,942.50)	(25,589.10)	-		0.00
240-300-3510-313	Special Revenue Fund	FUND BAL - RTTT Vertical SIF	-	13,800.00	(11,000.00)	(2,800.00)	-		0.00
240-300-3510-314	Special Revenue Fund	FUND BAL - Sped PL 94-142	(1,038.24)	514,510.00	(457,015.10)	(20,830.34)	-		35,626.32
240-300-3510-316	Special Revenue Fund	FUND BAL - Early Childhood Grant	-	11,308.20	(11,108.26)	(199.94)	-		0.00
240-300-3510-317	Special Revenue Fund	FUND BAL - Early Childhood SPED Improv	-	3,000.00	(1,100.00)	(1,895.38)	-		4.62
240-300-3510-321	Special Revenue Fund	FUND BAL - EDUJOBS Grant	6,501.00	-	(5,964.00)	(537.00)	-		0.00
240-520-3510-521	Special Revenue Fund	FUND BAL - DHS Emergency Prep Grant	776.23	1,108.00	-	(1,882.65)	-		1.58
<b>FEDERAL GRANTS FUNDS:</b>			<b>\$ 46,076.62</b>	<b>\$ 660,156.41</b>	<b>\$ (586,989.98)</b>	<b>\$ (69,430.24)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 49,812.81</b>
<b>STATE GRANTS FUND</b>									
250-422-3520-000	Special Revenue Fund	FUND BAL - CH 90 (CO MA)	(663.32)	393,351.73	(1,473.39)	(391,878.36)	-		(663.34)
250-541-3520-000	Special Revenue Fund	FUND BAL - Service Incentive Grant	(123.78)	-	(100.00)	223.78	-		0.00
250-610-3520-000	Special Revenue Fund	FUND BAL - LIB STATE AID	-	-	-	-	31,611.82		31,611.82
250-541-3520-011	Special Revenue Fund	FUND BAL - 2011 COA Formula Grant	1.21	(1.21)	-	-	-		0.00
250-541-3520-012	Special Revenue Fund	FUND BAL - 2012 COA Formula Grant	123.78	-	-	(123.78)	-		0.00
250-541-3520-013	Special Revenue Fund	FUND BAL - 2013 COA Formula Grant	-	11,404.21	(8,503.73)	(2,900.48)	-		(0.00)
250-000-3520-190	Special Revenue Fund	FUND BAL - DOER ELECTRIC VEH GRANT	-	-	-	(4,000.00)	-		(4,000.00)
250-000-3520-192	Special Revenue Fund	FUND BAL - GREEN COMM GRANT (TWN)	55,682.05	-	-	(59,572.72)	-		(3,890.67)
250-210-3520-214	Special Revenue Fund	FUND BAL - Community Policing Grant	124.09	-	-	-	-		124.09

**FUND BALANCES**  
Fiscal Year Ending: June 30, 2013

Account #	Fund Type	Description	Beginning Balance	Revenues	Payroll Expenses	Other Expenses	Transfers	TRANSFER TO/FROM	Ending Balance
250-215-3520-215	Special Revenue Fund	FUND BAL - SETB 911 Training Grant	10,274.44	2,280.05	(360.00)	(2,530.00)	-		9,664.49
250-215-3520-216	Special Revenue Fund	FUND BAL - PSAP Communication	(11,957.71)	-	(15,591.94)	(12,265.00)	-		(39,814.65)
250-220-3520-222	Special Revenue Fund	FUND BAL - Fire SAFE Grant	3,718.64	-	-	(796.72)	-		2,921.92
250-220-3520-224	Special Revenue Fund	FUND BAL - Fire Safer Grant	(1,270.38)	14,336.00	(18,423.00)	753.20	-		(4,604.18)
250-300-3520-330	Special Revenue Fund	FUND BAL - Circuit Breaker (SSERF)	191,630.57	379,728.00	(26,881.00)	(171,531.89)	-		372,945.68
250-300-3520-332	Special Revenue Fund	FUND BAL - Literacy Prof Devel Partner	2,495.00	30,751.00	-	(29,060.56)	-		4,185.44
250-300-3520-341	Special Revenue Fund	FUND BAL - Academic Grant H.S.	-	6,600.00	(10,130.00)	3,670.00	-		140.00
250-300-3520-344	Special Revenue Fund	FUND BAL - MCC Big Yellow Sch Bus TMS	200.00	200.00	-	(400.00)	-		0.00
250-000-3520-392	Special Revenue Fund	FUND BAL - GREEN COMM GRANT (SCH)	25,000.00	-	-	(36,134.31)	-		(11,134.31)
250-610-3520-611	Special Revenue Fund	FUND BAL - Library Incentive Grant	8,950.46	5,372.92	-	(1,530.00)	(12,793.38)		0.00
250-610-3520-612	Special Revenue Fund	FUND BAL - Nonresident Circ Offset	8,369.99	-	-	-	(8,369.99)		0.00
250-610-3520-613	Special Revenue Fund	FUND BAL - Library MEG Grant	14,677.44	6,133.44	-	(8,099.36)	(12,711.52)		0.00
250-610-3520-614	Special Revenue Fund	FUND BAL - MBLC Public Libr Fund Gran	(3,468.19)	-	-	1,205.12	2,263.07		0.00
250-690-3520-690	Special Revenue Fund	FUND BAL - Tyngs Cultural Council	6,629.35	3,871.64	-	(3,690.00)	-		6,810.99
<b>STATE GRANTS FUNDS:</b>			<b>\$ 310,393.64</b>	<b>\$ 854,027.78</b>	<b>\$ (81,463.06)</b>	<b>\$ (718,661.08)</b>	<b>\$ 0.00</b>	<b>\$ -</b>	<b>\$ 364,297.28</b>
<b>OFFSET RECEIPTS</b>									
260-000-3301-000	Special Revenue Fund	FUND BAL - DOG POUND FEES	55,776.50	10,029.00	-	-	-		65,805.50
260-000-3302-000	Special Revenue Fund	FUND BAL - MTBE LITIGATION SETTLEMENT	813.84	-	-	-	-		813.84
260-000-3304-000	Special Revenue Fund	FUND BAL - CCM / VESPER DEVELOP	5,532.62	-	-	-	-		5,532.62
260-000-3305-000	Special Revenue Fund	FUND BAL - FIR / VESPER DEVELOP	29.44	-	-	-	-		29.44
260-000-3306-000	Special Revenue Fund	FUND BAL - HWY / VESPER DEVELOP	16,937.93	-	-	-	-		16,937.93
260-000-3308-000	Special Revenue Fund	FUND BAL - RECREATION FIELDS	1,820.80	-	-	-	-		1,820.80
260-000-3310-000	Special Revenue Fund	FUND BAL - HWY MACHINERY	2,349.62	800.00	-	-	-		3,149.62
260-000-3311-000	Special Revenue Fund	FUND BAL - COMPENSATED ABSENSES	-	-	(25,000.00)	-	-	50,000.00	25,000.00
260-000-3312-000	Special Revenue Fund	FUND BAL - SALE OF CEMETERY LOTS	55,071.77	4,500.00	-	-	-		59,571.77
<b>OFFSET RECEIPT FUNDS:</b>			<b>\$ 138,332.52</b>	<b>\$ 15,329.00</b>	<b>\$ (25,000.00)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>	<b>\$ 178,661.52</b>
<b>REVOLVING FUNDS (TOWN)</b>									
270-179-3560-000	Special Revenue Fund	FUND BAL - 53E Rec Fields Use	4,309.65	40,138.85	-	(28,835.62)	-		15,612.88
270-220-3560-000	Special Revenue Fund	FUND BAL - 53E Fire Dept Haz Mat	6,236.79	-	-	-	-		6,236.79
270-244-3560-000	Special Revenue Fund	FUND BAL - 53E Sealer of Weights/Meas	-	720.00	-	(720.00)	-		0.00
270-520-3560-000	Special Revenue Fund	FUND BAL - 53E BoH Medicare	18,741.56	1,238.06	-	(1,634.61)	-		18,345.01
270-541-3560-000	Special Revenue Fund	FUND BAL - 53E COA Programs	(205.33)	5,354.20	-	(3,734.00)	-		1,414.87
270-630-3560-000	Special Revenue Fund	FUND BAL - 53E Recreation Prog	125,799.15	102,882.70	-	(76,721.32)	-		151,960.53
270-171-3560-172	Special Revenue Fund	FUND BAL - 53E Wetlands Prot Bylaw 5k	18,695.20	2,781.00	-	(801.00)	-		20,675.20
270-430-3560-431	Special Revenue Fund	FUND BAL - 53E Recycling Program	9,030.30	5,083.04	-	(757.92)	-		13,355.42
270-430-3560-432	Special Revenue Fund	FUND BAL - 53E Bulky Items	24,054.00	10,740.00	-	(186.00)	-		34,608.00
<b>REVOLVING FUNDS (TOWN):</b>			<b>\$ 206,661.32</b>	<b>\$ 168,937.85</b>	<b>\$ -</b>	<b>\$ (113,390.47)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 262,208.70</b>
<b>REVOLVING FUNDS (SCHOOL)</b>									
270-300-3560-360	Special Revenue Fund	FUND BAL - Preschool Tuition	15,557.89	253,218.76	(202,913.97)	(62,626.09)	-		3,236.59
270-300-3560-361	Special Revenue Fund	FUND BAL - Kindergarten Tuition	77,069.39	139,044.00	(125,978.00)	(54,774.68)	-		35,360.71
270-300-3560-362	Special Revenue Fund	FUND BAL - Community/Adult Ed Tuition	78,843.55	164,368.56	(70,858.59)	(59,197.04)	-		113,156.48
270-300-3560-364	Special Revenue Fund	FUND BAL - School Choice Tuition	161,921.01	256,523.00	(22,947.25)	(63,151.23)	-		332,345.53

**FUND BALANCES**  
Fiscal Year Ending: June 30, 2013

Account #	Fund Type	Description	Beginning Balance	Revenues	Payroll Expenses	Other Expenses	Transfers	TRANSFER TO/FROM	Ending Balance
270-300-3560-365	Special Revenue Fund	FUND BAL - Lost School Book Fund	2,282.13	-	-	-			2,282.13
270-300-3560-366	Special Revenue Fund	FUND BAL - Athletic/School Organiz	10,648.21	173,068.51	(93,317.50)	(56,398.72)	-		34,000.50
270-300-3560-367	Special Revenue Fund	FUND BAL - Athletic & Gate Receipts	2,860.38	39,660.70	(4,375.00)	(14,659.31)	-		23,486.77
270-300-3560-368	Special Revenue Fund	FUND BAL - School Parking Fees	38,556.71	24,528.00	-	(26,953.47)	-		36,131.24
270-300-3560-369	Special Revenue Fund	FUND BAL - Student Transportation Fee	10,034.11	92,840.00	-	(63,208.10)	-		39,666.01
270-300-3560-370	Special Revenue Fund	FUND BAL - Staff Day Care	43,714.12	156,204.98	(111,808.17)	(2,462.54)	(8,196.23)		77,452.16
270-300-3560-371	Special Revenue Fund	FUND BAL - ECC Before/After Program	92,809.76	134,120.75	(104,212.75)	8,439.18			131,156.94
270-300-3560-372	Special Revenue Fund	FUND BAL - Professional Development	1,246.81	2,028.54	-	(1,990.53)	-		1,284.82
270-300-3560-373	Special Revenue Fund	FUND BAL - School Building Use Fund	159,195.09	329,877.51	(101,967.70)	(111,115.66)			275,989.24
<b>REVOLVING FUNDS (SCHOOL):</b>			<b>\$ 694,739.16</b>	<b>\$ 1,765,483.31</b>	<b>\$ (838,378.93)</b>	<b>\$ (508,098.19)</b>	<b>\$ (8,196.23)</b>	<b>\$ -</b>	<b>\$ 1,105,549.12</b>
<b>REVOLVING FUND (OTHER)</b>									
270-000-3560-000	Special Revenue Fund	FUND BAL - Insurance Recoveries	2,152.78	14,513.00	-	(7,803.31)	-		8,862.47
270-162-3560-000	Special Revenue Fund	FUND BAL - Extended Polling Hours	3,055.00	1,980.00	-	-	-		5,035.00
270-171-3560-171	Special Revenue Fund	FUND BAL - Ch131 Wetlands Protection	64,466.86	3,795.00	(6,158.11)	(12,746.97)	-		49,356.78
270-210-3560-216	Special Revenue Fund	FUND BAL - St Law Enforcement Trust	1,332.92	-	-	(1,332.92)	-		0.00
270-210-3560-217	Special Revenue Fund	FUND BAL - Fed Law Enforcement Trust	24,538.97	-	-	(8,549.22)	-		15,989.75
270-422-3560-422	Special Revenue Fund	FUND BAL - MIIA loss control grant	-	725.00	-	-	-		725.00
<b>REVOLVING FUNDS (OTHER):</b>			<b>\$ 95,546.53</b>	<b>\$ 21,013.00</b>	<b>\$ (6,158.11)</b>	<b>\$ (30,432.42)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 79,969.00</b>
<b>REVOLVING FUND (53G MGL c44 CONSULTANT FEES)</b>									
270-171-3570-025	Special Revenue Fund	FUND BAL 53G - DABILIS ESTATES	1,079.25	-	-	-	-		1,079.25
270-176-3570-025	Special Revenue Fund	FUND BAL 53G - CRICONES / E HOMES	1,268.33	-	-	-	-		1,268.33
270-171-3570-026	Special Revenue Fund	FUND BAL 53G - OLIVE GARDEN	2,031.25	-	-	-	-		2,031.25
270-175-3570-026	Special Revenue Fund	FUND BAL 53G - McCARTHY / ALTHEA	1,378.30	-	-	(833.40)	-		544.90
270-176-3570-026	Special Revenue Fund	FUND BAL 53G - MAPLE RIDGE / ERICKSON	2,500.00	450.00	-	(480.00)	-		2,470.00
270-171-3570-027	Special Revenue Fund	FUND BAL 53G - FLINTS REALTY	278.41	-	-	-	-		278.41
270-175-3570-027	Special Revenue Fund	FUND BAL 53G - APPLEWOOD CONSTR	76.25	-	-	-	-		76.25
270-176-3570-027	Special Revenue Fund	FUND BAL 53G - MERRIMAC LANDING	4,552.10	-	-	-	-		4,552.10
270-171-3570-028	Special Revenue Fund	FUND BAL 53G - WINBROOK	1,224.26	-	-	-	-		1,224.26
270-175-3570-028	Special Revenue Fund	FUND BAL 53G - B & T CONSTRUCTN	1,160.00	-	-	-	-		1,160.00
270-176-3570-028	Special Revenue Fund	FUND BAL 53G - WYNDBROOK @ TYNGS	13,826.88	-	-	-	-		13,826.88
270-171-3570-029	Special Revenue Fund	FUND BAL 53G - B & T CONSTRUCTN 61	343.75	-	-	-	-		343.75
270-175-3570-029	Special Revenue Fund	FUND BAL 53G - DABILIS ESTATES	(312.50)	-	-	-	-		(312.50)
270-176-3570-029	Special Revenue Fund	FUND BAL 53G - T-MOBILE	286.50	-	-	-	-		286.50
270-171-3570-030	Special Revenue Fund	FUND BAL 53G - E GARDNER PRO	172.00	-	-	-	-		172.00
270-175-3570-030	Special Revenue Fund	FUND BAL 53G - BEAVER RUN SOUTH	286.83	-	-	-	-		286.83
270-176-3570-030	Special Revenue Fund	FUND BAL 53G - MAPLE RIDGE DAKOTA	1,370.16	-	-	-	-		1,370.16
270-171-3570-031	Special Revenue Fund	FUND BAL 53G - DIGITAL CRDT UNION	1,679.75	-	-	-	-		1,679.75
270-175-3570-032	Special Revenue Fund	FUND BAL 53G - FRANK SHEN	528.21	-	-	-	-		528.21
270-171-3570-033	Special Revenue Fund	FUND BAL 53G - 72 PROGRESS AVE	2,000.00	-	-	-	-		2,000.00
270-171-3570-034	Special Revenue Fund	FUND BAL 53G - SOLAR PNL/WESTFRD	(340.00)	-	-	-	-		(340.00)
270-171-3570-035	Special Revenue Fund	FUND BAL 53G - 422 MIDDLESEX RD	-	3,500.00	-	(3,300.00)	-		200.00
270-175-3570-035	Special Revenue Fund	FUND BAL 53G - ST MARY LN	2,528.53	-	-	-	-		2,528.53

**FUND BALANCES**  
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Account #	Fund Type	Description	Beginning Balance	Revenues	Payroll Expenses	Other Expenses	Transfers	TRANSFER TO/FROM	Ending Balance
270-175-3570-036	Special Revenue Fund	FUND BAL 53G - 440 MIDDLESX-TJ MAX	3,669.29	-	-	-	-	-	3,669.29
270-175-3570-037	Special Revenue Fund	FUND BAL 53G - HERITAGE HILL	1,749.01	-	-	-	-	-	1,749.01
270-175-3570-038	Special Revenue Fund	FUND BAL 53G - 72 PROGRESS/MA CRANE	424.33	-	-	-	-	-	424.33
270-175-3570-039	Special Revenue Fund	FUND BAL 53G - 30 PROGRESS AVE	1,184.50	500.00	-	(1,328.38)	-	-	356.12
270-175-3570-046	Special Revenue Fund	FUND BAL 53G - 95&97 WESTFRD MOBIL	-	2,000.00	-	(2,504.27)	-	-	(504.27)
270-175-3570-052	Special Revenue Fund	FUND BAL 53G - TYNGS COMMONS	322.68	-	-	(315.12)	-	-	7.56
270-175-3570-053	Special Revenue Fund	FUND BAL 53G - 81 WESTFORD RD	(4,180.98)	7,180.96	-	(1,683.96)	-	-	1,316.02
270-175-3570-055	Special Revenue Fund	FUND BAL 53G - BAHAMA BREEZE	154.78	-	-	(154.78)	-	-	0.00
270-175-3570-056	Special Revenue Fund	FUND BAL 53G - 321 WESTFORD RD	699.70	-	-	(1,699.70)	-	-	(1,000.00)
270-175-3570-057	Special Revenue Fund	FUND BAL 53G - 166-168 MIDDLESEX RD	27.88	1,600.00	-	(1,542.50)	-	-	85.38
270-175-3570-058	Special Revenue Fund	FUND BAL 53G - 61 PROGRESS AVE	1,421.16	-	-	(1,421.16)	-	-	0.00
270-175-3570-059	Special Revenue Fund	FUND BAL 53G - 431 MIDDLESEX RD	(420.46)	-	-	-	-	-	(420.46)
270-175-3570-060	Special Revenue Fund	FUND BAL 53G - 5 CHRISTINE AVE	-	1,000.00	-	(718.96)	-	-	281.04
<b>REVOLVING FUND (53G MGL c44 CONSULTANT FEES):</b>			<b>\$ 42,970.15</b>	<b>\$ 16,230.96</b>	<b>\$ -</b>	<b>\$ (15,982.23)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,218.88</b>
<b>GRANTS &amp; GIFTS</b>									
280-491-3580-000	Special Revenue Fund	FUND BAL - Cemetery Improvements	15,099.37	-	-	(400.00)	-	-	14,699.37
280-510-3580-000	Special Revenue Fund	FUND BAL - Compost Bins Grant/Sales	730.00	120.00	-	(850.00)	-	-	0.00
280-520-3580-000	Special Revenue Fund	FUND BAL - Health Fair Donations	31.47	-	-	-	-	-	31.47
280-691-3580-000	Special Revenue Fund	FUND BAL - Historical Survey Grant	3,000.00	-	-	-	-	-	3,000.00
280-693-3580-000	Special Revenue Fund	FUND BAL - Bicentennial Celebration	8,233.87	-	-	-	-	-	8,233.87
280-122-3580-125	Special Revenue Fund	FUND BAL - Christmas Lighting Donatio	(39.78)	-	-	-	-	-	(39.78)
280-122-3580-126	Special Revenue Fund	FUND BAL - GIS Grant	7,000.00	-	-	-	-	-	7,000.00
280-122-3580-127	Special Revenue Fund	FUND BAL - Project Sidewalk Donation	15,000.00	-	-	-	-	-	15,000.00
280-122-3580-128	Special Revenue Fund	FUND BAL - Project Ericson Gas Statio	(298.50)	-	-	-	-	-	(298.50)
280-122-3580-129	Special Revenue Fund	FUND BAL - Project Review Wickens	1,225.00	-	-	-	-	-	1,225.00
280-122-3580-130	Special Revenue Fund	FUND BAL - Gifts and Donations	41,403.64	-	-	-	-	-	41,403.64
280-122-3580-131	Special Revenue Fund	FUND BAL - OLD STONEHILL/JOCO ROADWAY	-	46,779.62	-	-	-	-	46,779.62
280-157-3580-157	Special Revenue Fund	FUND BAL - Comcast PEG Access	186,264.69	63,347.01	(50,608.21)	(21,759.37)	-	-	177,244.12
280-157-3580-158	Special Revenue Fund	FUND BAL - Verizon PEG Access	317,322.21	79,963.14	-	(83,777.21)	-	-	313,508.14
280-171-3580-173	Special Revenue Fund	FUND BAL - Open Space Grant	3,980.00	-	-	-	-	-	3,980.00
280-171-3580-174	Special Revenue Fund	FUND BAL - Tree Grant	4,387.00	-	-	-	-	-	4,387.00
280-210-3580-218	Special Revenue Fund	FUND BAL - Police Donations	957.00	8,520.00	-	(4,394.61)	-	-	5,082.39
280-210-3580-219	Special Revenue Fund	FUND BAL - DARE Donations	19,380.91	17,107.00	(4,930.56)	(19,775.79)	-	-	11,781.56
280-300-3580-382	Special Revenue Fund	FUND BAL - School Gifts & Donations	21,000.35	67,519.65	-	(64,940.17)	-	-	23,579.83
280-300-3580-384	Special Revenue Fund	FUND BAL - School Energy Initiative	13,050.00	-	-	-	-	-	13,050.00
280-300-3580-386	Special Revenue Fund	FUND BAL - LGH Smoking Cessation Grant	438.82	-	-	-	-	-	438.82
280-300-3580-387	Special Revenue Fund	FUND BAL - Target Field Trip Gr (TMS)	1,000.00	-	-	-	-	-	1,000.00
280-300-3580-388	Special Revenue Fund	FUND BAL - Sp Ed Parent Advisory Council	6,492.25	2,292.65	-	(3,566.98)	-	-	5,217.92
280-422-3580-423	Special Revenue Fund	FUND BAL - Highway Donations	-	7,000.00	-	(7,000.00)	-	-	0.00
280-541-3580-541	Special Revenue Fund	FUND BAL - L.R.T.A. Fund	9,102.66	37,110.33	(27,647.17)	(13,019.57)	-	-	5,546.25
280-541-3580-542	Special Revenue Fund	FUND BAL - Sr Center Gifts/Donations	5,212.42	1,349.82	-	(321.57)	-	-	6,240.67
280-610-3580-615	Special Revenue Fund	FUND BAL - Replacement Donations	2,285.32	830.49	-	(433.90)	-	-	2,681.91

**FUND BALANCES**  
Fiscal Year Ending: June 30, 2013

Account #	Fund Type	Description	Beginning Balance	Revenues	Payroll Expenses	Other Expenses	Transfers	TRANSFER TO/FROM	Ending Balance
280-610-3580-616	Special Revenue Fund	FUND BAL - Library Donations	3,651.86	12,072.63	-	(836.25)	-		14,888.24
280-610-3580-617	Special Revenue Fund	FUND BAL - TCC Library Grant	(620.00)	1,370.00	-	(2,220.00)	-		(1,470.00)
280-691-3580-692	Special Revenue Fund	FUND BAL - Historic Restoration Gifts	8,781.78	3,277.00	-	(3,879.60)	-		8,179.18
280-171-3580-771	Special Revenue Fund	FUND BAL - Sherburne Nature Center	2,144.00	-	-	-	-		2,144.00
<b>GRANTS &amp; GIFTS FUNDS:</b>			<b>\$ 696,216.34</b>	<b>\$ 348,659.34</b>	<b>\$ (83,185.94)</b>	<b>\$ (227,175.02)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 734,514.72</b>
<b>TOTAL SPECIAL REVENUE FUNDS:</b>			<b>2,852,845.25</b>	<b>4,696,216.85</b>	<b>(1,568,857.91)</b>	<b>(1,027,603.82)</b>	<b>(7,517.93)</b>	<b>-</b>	<b>3,014,013.20</b>

**TRUST FUND BALANCES**

<b>STABILIZATION FUNDS</b>									
290-000-3590-990	Trust Funds	FD BAL - STABILIZATION FUND	769,002.54	3,532.40	-	-	-		772,534.94
290-000-3590-991	Trust Funds	FD BAL - CAPITAL ASSET STABILIZATION	164,244.54	356.05	-	-	-		164,600.59
290-000-3590-992	Trust Funds	FD BAL - BILLBOARD STABILIZATION	-	20,000.00	-	-	-		20,000.00
290-000-3599-000	Trust Funds	Unreserved Fund Balance - Year End Adjustment	(2,871.86)	2,871.86	-	-	-		-
<b>STABILIZATION FUNDS:</b>			<b>930,375.22</b>	<b>26,760.31</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>957,135.53</b>
<b>PENSION &amp; PRIVATE PURPOSE TRUST FUNDS</b>									
290-171-3590-000	Trust Funds	FB BAL - CONSERVATION FUND	28,743.21	186.07	-	-	-		28,929.28
290-910-3590-000	Trust Funds	FD BAL - PENSION RESERVE FUND	15,465.86	90.07	-	-	-		15,555.93
<b>PENSION &amp; PRIVATE PURPOSE TRUST FUNDS:</b>			<b>44,209.07</b>	<b>276.14</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>44,485.21</b>
<b>NON-EXPENDABLE TRUST FUNDS</b>									
500-491-3280-491	Trust Funds	FB N/E CEMETERY - Perpetual Care	165,227.50	4,240.00	-	-	-		169,467.50
500-122-3280-492	Trust Funds	FB N/E CEMETERY - Clara A Perham F	500.00	-	-	-	-		500.00
500-691-3280-691	Trust Funds	FB N/E HISTORICAL COMM - Catherine Lambert	320.00	-	-	-	-		320.00
500-610-3280-651	Trust Funds	FB N/E LIBRARY TRUST - MARY E BENNETT	5,000.00	-	-	-	-		5,000.00
500-610-3280-652	Trust Funds	FB N/E LIBRARY TRUST - LUCY LITTLEFIELD	4,000.00	-	-	-	-		4,000.00
500-610-3280-653	Trust Funds	FB N/E LIBRARY TRUST - FRED BLANCHARD	2,000.00	-	-	-	-		2,000.00
500-610-3280-654	Trust Funds	FB N/E LIBRARY TRUST - POLLY BENNETT	300.00	-	-	-	-		300.00
500-610-3280-655	Trust Funds	FB N/E LIBRARY TRUST - MARY F BRIDGES	100.00	-	-	-	-		100.00
500-610-3280-656	Trust Funds	FB N/E LIBRARY TRUST - ANNA F ELLIOT	1,100.00	-	-	-	-		1,100.00
500-610-3280-657	Trust Funds	FB N/E LIBRARY TRUST - BESSIE NORRIS	965.00	-	-	-	-		965.00
500-610-3280-658	Trust Funds	FB N/E LIBRARY TRUST - LUCY A PARK	148.12	-	-	-	-		148.12
500-610-3280-659	Trust Funds	FB N/E LIBRARY TRUST - EDGAR PERHAM	1,000.00	-	-	-	-		1,000.00
500-610-3280-660	Trust Funds	FB N/E LIBRARY TRUST - CARL/CATHY RICHMOND	1,000.00	-	-	-	-		1,000.00
500-610-3291-651	Trust Funds	FB EQUITY- MARY E BENNETT	20,967.77	4,168.79	-	-	-		25,136.56
500-610-3291-652	Trust Funds	FB EQUITY- LUCY LITTLEFIELD	53,924.50	10,721.53	-	-	-		64,646.03
500-610-3291-653	Trust Funds	FB EQUITY- FREDERICK BLANCHARD	23,993.49	4,770.34	-	-	-		28,763.83
850-122-3010-121	Trust Funds	FB N/E TRUST - Daniel Lawrence Charity	8,000.00	-	-	-	-		8,000.00
850-122-3010-122	Trust Funds	FB N/E TRUST - Lawrence Wood Lot	1,000.00	-	-	-	-		1,000.00
850-122-3010-123	Trust Funds	FB N/E TRUST - Town Farm Charity	7,000.00	-	-	-	-		7,000.00

**FUND BALANCES**  
Fiscal Year Ending: June 30, 2013

Account #	Fund Type	Description	Beginning Balance	Revenues	Payroll Expenses	Other Expenses	Transfers	TRANSFER TO/FROM	Ending Balance
850-122-3010-124	Trust Funds	FB N/E TRUST - Lawrence/Town Farm	2,000.00	-	-	-	-	-	2,000.00
850-300-3010-851	Trust Funds	FB N/E TRUST - Enlo A.Perham School	5,000.00	-	-	-	-	-	5,000.00
850-300-3010-852	Trust Funds	FB N/E TRUST - Charles Coburn School	2,000.00	-	-	-	-	-	2,000.00
<b>NON-EXPENDABLE TRUST FUNDS:</b>			<b>305,546.38</b>	<b>23,900.66</b>	-	-	-	-	<b>329,447.04</b>
<b>EXPENDABLE TRUST FUNDS</b>									
500-145-3590-397	Trust Funds	FB EXPEND SPECIAL PURPOSE - Local Education Fund	1,634.16	126.48	-	-	-	-	1,760.64
500-491-3590-491	Trust Funds	FB EXPEND CEM TRUST - Perpetual Care	95,599.63	1,693.89	-	(400.00)	-	-	96,893.52
500-491-3590-492	Trust Funds	FB EXPEND CEM TRUST - Clara A Perham Family	5,931.89	41.66	-	-	-	-	5,973.55
500-491-3590-493	Trust Funds	FB EXPEND CEM TRUST - David Perham Fam Lot	1,644.13	10.62	-	-	-	-	1,654.75
500-691-3590-691	Trust Funds	FB EXPEND HISTORICAL COMM - Catherine Lambert	1,239.54	10.09	-	-	-	-	1,249.63
500-610-3590-651	Trust Funds	FB EXPEND LIB TRUST - Mary E Bennett	38,371.23	280.80	-	-	-	-	38,652.03
500-610-3590-652	Trust Funds	FB EXPEND LIB TRUST - Lucy Littlefield	59,197.79	418.20	-	(1,018.22)	-	-	58,597.77
500-610-3590-653	Trust Funds	FB EXPEND LIB TRUST - Frederick Blanchard	24,150.79	163.57	-	(1,853.09)	-	-	22,461.27
500-610-3590-654	Trust Funds	FB EXPEND LIB TRUST - Polly Bennett	1,330.03	10.55	-	-	-	-	1,340.58
500-610-3590-655	Trust Funds	FB EXPEND LIB TRUST - Mary F Bridges	428.58	3.43	-	-	-	-	432.01
500-610-3590-656	Trust Funds	FB EXPEND LIB TRUST - Anna F Elliott	4,446.99	35.91	-	-	-	-	4,482.90
500-610-3590-657	Trust Funds	FB EXPEND LIB TRUST - Bessie Norris	2,216.92	20.61	-	-	-	-	2,237.53
500-610-3590-658	Trust Funds	FB EXPEND LIB TRUST - Lucy A Park	933.59	6.98	-	-	-	-	940.57
500-610-3590-659	Trust Funds	FB EXPEND LIB TRUST - Edgar Perham	8,309.21	60.29	-	-	-	-	8,369.50
500-610-3590-660	Trust Funds	FB EXPEND LIB TRUST - Carl/Cathy Richmond	4,528.88	34.23	-	-	-	-	4,563.11
500-610-3590-661	Trust Funds	FB EXPEND LIB TRUST - Maude Coburn	1,407.03	9.11	-	-	-	-	1,416.14
500-610-3590-662	Trust Funds	FB EXPEND LIB TRUST - Ethel Keyes	536.20	3.47	-	(99.95)	-	-	439.72
500-000-3599-000	Trust Funds	Unreserved Fund Balance - Year End Adjustment	(1,339.26)	1,339.26	-	-	-	-	-
850-122-3015-121	Trust Funds	FB EXPEND TRUST - Daniel Lawrence Charity	13,546.04	139.49	-	-	-	-	13,685.53
850-122-3015-122	Trust Funds	FB EXPEND TRUST - Lawrence Wood Lot	4,108.33	33.05	-	-	-	-	4,141.38
850-122-3015-123	Trust Funds	FB EXPEND TRUST - Town Farm Charity	17,812.51	152.28	-	(3,000.00)	-	-	14,964.79
850-122-3015-124	Trust Funds	FB EXPEND TRUST - Lawrence/Town Farm	11,357.79	86.46	-	-	-	-	11,444.25
850-300-3015-851	Trust Funds	FB EXPEND TRUST - Enlo A.Perham School	474.34	37.06	-	(400.00)	-	-	111.40
850-300-3015-852	Trust Funds	FB EXPEND TRUST - Charles Coburn School	106.26	23.68	-	(100.00)	-	-	29.94
850-300-3015-853	Trust Funds	FB EXPEND TRUST - Ed Scarborough	2,097.62	512.27	-	(200.00)	-	-	2,409.89
850-300-3015-854	Trust Funds	FB EXPEND TRUST - Wang Inst School	3,497.71	22.64	-	(200.00)	-	-	3,320.35
850-300-3015-855	Trust Funds	FB EXPEND TRUST - Kenneth & Ruth Lambert	1,352.68	8.76	-	(200.00)	-	-	1,161.44
850-300-3015-856	Trust Funds	FB EXPEND TRUST - Michael S Johnson	13,071.61	84.61	-	(1,000.00)	-	-	12,156.22
850-145-3015-145	Trust Funds	UNRES'D NET ASSETS - SR/DISABLED TAX RELIEF	10,291.84	1,685.99	-	(3,000.00)	-	-	8,977.83
850-145-3015-146	Trust Funds	UNRES'D NET ASSETS - OPEB	-	(65.88)	-	-	-	25,000.00	24,934.12
850-000-3599-000	Trust Funds	Unreserved Fund Balance - Year End Adjustment	(455.67)	455.67	-	-	-	-	-
<b>EXPENDABLE TRUST FUNDS:</b>			<b>\$ 327,828.39</b>	<b>\$ 7,445.23</b>	<b>\$ -</b>	<b>\$ (11,471.26)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 348,802.36</b>
<b>TOTAL TRUST FUNDS (Equity):</b>			<b>\$ 1,607,959.06</b>	<b>\$ 58,382.34</b>	<b>\$ -</b>	<b>\$ (11,471.26)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,679,870.14</b>

**FUND BALANCES**  
Fiscal Year Ending: June 30, 2013

Account #	Fund Type	Description	Beginning Balance	Revenues	Payroll Expenses	Other Expenses	Transfers	TRANSFER TO/FROM	Ending Balance
<b>AGENCY FUND BALANCES</b>									
900-145-3010-000	Agency	Net Assets Restr - Aband Property	24,887.66	-	-	-	-	-	24,887.66
900-146-3010-000	Agency	Net Assets Restr - Deputy Collector	-	21,769.50	-	(21,769.50)	-	-	-
900-179-3010-000	Agency	Net Assets Restr - Tyngs Youth Council	1,075.00	-	-	(1,075.00)	-	-	-
900-210-3010-000	Agency	Net Assets Restr - Police Details	(59,518.66)	374,775.76	(401,698.05)	(9,958.80)	-	-	(96,399.75)
900-425-3010-000	Agency	Net Assets Restr - Tyngs Housing Authority Fuel Deposi	(173.37)	5,839.66	-	(5,765.50)	-	-	(99.21)
900-450-3010-000	Agency	Net Assets Restr - Water District Tax Leins	-	902.78	-	(902.78)	-	-	-
900-160-3010-162	Agency	Net Assets Restr - Wildlife License Due	(75.00)	4,727.50	-	(4,656.50)	-	-	(4.00)
900-171-3010-170	Agency	Net Assets Restr - AM Develop Bond	932.92	0.46	-	-	-	-	933.38
900-175-3010-175	Agency	Net Assets Restr - Arrowhead Bond	4,164.62	2.03	-	-	-	-	4,166.65
900-175-3010-176	Agency	Net Assets Restr - AMDevChestford A	33,013.41	9.53	-	-	-	-	33,022.94
900-175-3010-178	Agency	Net Assets Restr - Apollo Cric Bond	6,852.06	5.36	-	-	-	-	6,857.42
900-175-3010-179	Agency	Net Assets Restr - Apollo Bess Bond	1,850.34	(2.49)	-	-	-	-	1,847.85
900-175-3010-180	Agency	Net Assets Restr - Jacques Rid Bnd1	35.51	(2.66)	-	-	-	-	32.85
900-175-3010-181	Agency	Net Assets Restr - Jacques Rid Bnd2	1,449.34	2.99	-	-	-	-	1,452.33
900-175-3010-182	Agency	Net Assets Restr - Tri Area Dem Bon	625.97	0.28	-	-	-	-	626.25
900-175-3010-183	Agency	Net Assets Restr - Connell Ston Bon	5,668.16	1.63	-	-	-	-	5,669.79
900-175-3010-184	Agency	Net Assets Restr - Caples Ever Bond	18,687.83	12.70	-	-	-	-	18,700.53
900-175-3010-185	Agency	Net Assets Restr - Sands Field Bond	6,954.37	2.03	-	-	-	-	6,956.40
900-000-3010-210	Agency	Net Assets Restr - Firearms License Due	(1,812.50)	21,287.50	-	(21,287.50)	-	-	(1,812.50)
900-300-3010-398	Agency	Net Assets Restr - Discretionary Fund	300.95	52.00	-	(333.00)	-	-	19.95
900-300-3010-399	Agency	Net Assets Restr - Student Activity Agency	146,574.95	329,167.02	(11,887.50)	(314,553.33)	-	-	149,301.14
<b>TOTAL AGENCY (Liability):</b>			<b>\$ 191,493.56</b>	<b>\$ 758,553.58</b>	<b>\$ (413,585.55)</b>	<b>\$ (380,301.91)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 156,159.68</b>

**CAPITAL PROJECT FUNDS**

301-000-3590-000	Capital Project	FUND BAL - Capital Outlay	(1,083,015.63)	145,250.00	-	(397,724.21)	-	209,500.00	(1,125,989.84)
330-000-3590-000	Capital Project	FUND BAL - Elem School	243,385.41	-	-	(13,720.00)	-	-	229,665.41
331-000-3590-000	Capital Project	FUND BAL - ECC Roof Repair	81,367.27	-	-	-	-	-	81,367.27
360-000-3590-000	Capital Project	FUND BAL - Sewer Extensio	23,380.84	-	-	(3,431.25)	-	-	19,949.59
361-000-3590-000	Capital Project	FUND BAL - CWMP III, IV,V	-	-	-	-	-	-	-
<b>CAPITAL PROJECT FUNDS:</b>			<b>(734,882.11)</b>	<b>145,250.00</b>	<b>-</b>	<b>(414,875.46)</b>	<b>-</b>	<b>-</b>	<b>(795,007.57)</b>

**FUND BALANCES**  
*Fiscal Year Ending: June 30, 2013*

Account #	Fund Type	Description	Beginning Balance	Revenues	Payroll Expenses	Other Expenses	Transfers	TRANSFER TO/FROM	Ending Balance
<b>SEWER ENTERPRISE FUND</b>									
600-000-3015-000	Sewer Enterprise Fund	Unrestricted Retained Earnings	722,773.20	-	-	-	575,196.90		1,297,970.10
600-000-3910-000	Sewer Enterprise Fund	Revenue	-	1,235,694.34	-	(1,615.95)	-		1,234,078.39
600-000-3930-000	Sewer Enterprise Fund	Expenditures	-	-	(192,444.81)	(746,403.25)	-		(938,848.06)
600-000-3970-000	Sewer Enterprise Fund	Other Financing Uses	-	-	-	-	-	(125,643.00)	(125,643.00)
			<u>722,773.20</u>	<u>1,235,694.34</u>	<u>(192,444.81)</u>	<u>(748,019.20)</u>	<u>575,196.90</u>		<u>1,467,557.43</u>
600-000-3211-000	Sewer Enterprise Fund	FUND BAL RES'D - Encumbrances	98,112.85	-	-	-	(18,711.21)		79,401.64
600-000-3240-000	Sewer Enterprise Fund	FUND BAL RES'D - Expenditures	-	-	-	-	531,322.00		531,322.00
600-000-3282-000	Sewer Enterprise Fund	FUND BAL RES'D - Capital Additions	782,817.85	-	-	-	(782,817.85)		-
600-000-3284-000	Sewer Enterprise Fund	FUND BAL RES'D - Capital Replacement	291,405.85	-	-	-	(291,405.85)		-
600-000-3361-000	Sewer Enterprise Fund	FUND BAL RES'D - Escrow Tyngs Campground	188.49	-	-	-	(188.49)		-
600-000-3362-000	Sewer Enterprise Fund	FUND BAL RES'D - Escrow Red Gate Rd	954.75	-	-	-	(954.75)		-
600-000-3363-000	Sewer Enterprise Fund	FUND BAL RES'D - Tyngs Housing Authority	1,440.75	-	-	-	(1,440.75)		-
600-000-3364-000	Sewer Enterprise Fund	FUND BAL RES'D - Chelmsford Tie-In Fees	4,000.00	-	-	-	(4,000.00)		-
			<u>1,178,920.54</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(568,196.90)</u>	<u>-</u>	<u>610,723.64</u>
		<b>SEWER ENTERPRISE FUND:</b>	<u>1,901,693.74</u>	<u>1,235,694.34</u>	<u>(192,444.81)</u>	<u>(748,019.20)</u>	<u>7,000.00</u>	<u>-</u>	<u>2,078,281.07</u>



The 2013 Annual Town Report  
Office of the Town Clerk

Joanne Shifres, Town Clerk  
Nancy Johnson, Assistant Town Clerk

jshifres@tyngsboroughma.gov  
njohnson@tyngsboroughma.gov

To the Citizens of Tyngsborough:

Often considered the gateway to local government and the community, the Office of the Town Clerk serves as the central information point for residents and visitors alike. The Town Clerk is the chief election official, recording official and registrar of vital records, public records official and licensing officer. The Town Clerk is responsible for ensuring the integrity of all elections and election-related activities. We are responsible for the polling places and providing safe and accessible locations for all registered voters. The Town Clerk records all actions of Town Meeting and updates the permanent record book for the Town. The annual town census is conducted through the Town Clerk's office from which the annual street list is compiled.

The Clerk's office is responsible for submitting By-Law changes, both General and Zoning, to the Attorney General for approval. After approval is received, the By-Laws are then updated and distributed to the appropriate departments. We also maintain the official Town bulletin board, oaths of office, appointments and resignations of all Town officials. The Clerk's Office issues state licenses and permits, including marriage licenses, business certificates, dog licenses, hunting and fishing licenses, fuel storage licenses, raffle/bazaar permits and certified requests for public documents.

The following table summarizes the 2013 fees collected:

Paid to State for Fish and Wildlife Licenses	4,387.50
Paid to Town for Fish and Wildlife Fees	189.10
Paid to Town for Dog Licenses	10,803.00
Paid to Town for Non-Criminal Disposition Fees	1,500.00
Paid to Town for Town Clerk's Fees	7,486.75
Total Receipts	24,366.35

Respectfully submitted,  
Joanne Shifres, Town Clerk



The 2013 Annual Town Report

COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH

SS.

To either of the Constables of the Town of Tyngsborough

**GREETING:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at

- Precinct 1 Early Childhood Center, 135 Coburn Road
- Precinct 2 Multi-Service Center, 160 Lakeview Avenue
- Precinct 3 Town Hall/Library, 25 Bryants Lane
- Precinct 4 Tyngsborough Elementary School, 205 Westford Road

on **TUESDAY, THE THIRTIETH OF APRIL, 2013**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State Primaries for the candidates of political parties for the following office:

**SENATOR IN CONGRESS. . . . FOR THE COMMONWEALTH**

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 25th day of March 2013.

/s/ Robert Jackson

/s/ Richard Reault

/s/ Karyn M. Puleo

/s/ Corliss F. Lambert

Selectmen of the Town of Tyngsborough

Pursuant to the foregoing Warrant, I have notified and warned the inhabitants of the Town of Tyngsborough by posting attesting copies of the same at the Town Hall, Lakeview Avenue Fire Station No. 2, Flint's Convenience Store, Kendall Road Fire Station No. 1, and the Community Center.

/s/ John R. Pelletier  
Constable

April 10, 2013



The 2013 Annual Town Report

**Special State Primary  
April 30, 2013**

<b>ELIGIBLE VOTERS</b>	2,022	1,968	1,929	1,913	7,832
<b>DEMOCRATIC VOTERS</b>	231	213	230	188	862
<b>REPUBLICAN VOTERS</b>	137	116	146	130	529
<b>PRECINCT VOTING %</b>	<b>18.20%</b>	<b>16.72%</b>	<b>19.49%</b>	<b>16.62%</b>	<b>17.76%</b>

	<b>PREC 1</b>	<b>PREC 2</b>	<b>PREC 3</b>	<b>PREC 4</b>	<b>TOTAL</b>
<b>DEMOCRAT</b>					
<b>SENATOR IN CONGRESS</b>					
Blanks:	1	2	0	1	<b>4</b>
Stephen F. Lynch	149	131	124	115	<b>519</b>
Edward J. Markey	81	80	106	72	<b>339</b>
Write-ins:	0	0	0	0	<b>0</b>
<b>TOTAL</b>	<b>231</b>	<b>213</b>	<b>230</b>	<b>188</b>	<b>862</b>
<b>REPUBLICAN</b>					
<b>SENATOR IN CONGRESS</b>					
Blanks	0	1	1	0	<b>2</b>
Gabriel E. Gomez	78	62	82	75	<b>297</b>
Michael J. Sullivan	37	42	52	40	<b>171</b>
Daniel B. Winslow	22	11	11	15	<b>59</b>
Write-ins:	0	0	0	0	<b>0</b>
<b>TOTAL</b>	<b>137</b>	<b>116</b>	<b>146</b>	<b>130</b>	<b>529</b>
<b>VOTER TOTAL</b>	<b>368</b>	<b>329</b>	<b>376</b>	<b>318</b>	<b>1,391</b>

Attest: A true copy  
Joanne Shifres, Town Clerk



The 2013 Annual Town Report

ANNUAL TOWN ELECTION WARRANT

April 30, 2013

Middlesex, SS.

To either of the Constables of the Town of Tyngsborough, Massachusetts, in the County of Middlesex:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town of Tyngsborough, qualified to vote in the election and town affairs, to meet at the following locations:

- PRECINCT 1. EARLY CHILDHOOD CENTER, 135 COBURN ROAD
PRECINCT 2. MULTI SERVICE CENTER, 180 LAKEVIEW AVENUE
PRECINCT 3. TOWN OFFICES/LIBRARY, 25 BRYANTS LANE
PRECINCT 4. TYNGSBOROUGH ELEMENTARY SCHOOL, 205 WESTFORD ROAD

in Tyngsborough on Tuesday, the thirtieth day of April in the year two thousand thirteen next from 7 o'clock in the forenoon to 8 o'clock in the evening, then and there to act on the following article:

Article 1. To bring in their votes by ballot for 1 Selectmen for the term of three years, 1 Assessor for the term of three years, 1 Board of Health Member for the term of three years, 1 Cemetery Commissioner for the term of three years, 1 Cemetery Commissioner for the term of two year, 2 Finance Committee Members for the term of three years, 2 School Committee Members for the term of three years, 1 School Committee Member for the term of two years, 2 Library Trustees for the term of three years, 1 Sewer Commissioner Member for the term of three years, 1 Town Collector for the term of three years, 1 Planning Board Member for the term of five years, 1 Tyngsborough Housing Authority Member for the term of five years,

And you are hereby directed to serve this Warrant, by posting attested copies thereof at the Town Hall, Kendall Road Fire Station No. 1, Flint's Convenience Store, Lakeview Avenue Community Center, and Lakeview Avenue Fire Station No. 2, in said Town, seven (7) days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return the Warrant, with your doings thereon to the Town Clerk at the time and place of meeting, aforesaid.

Given under our hands and seals this 25th day of March, in the year two thousand thirteen.

Board of Selectmen

/s/ Robert G. Jackson
Robert G. Jackson, Chairman

Allen Curseaden

/s/ Karyn M. Puleo
Karyn M. Puleo, Vice-Chairman

/s/ Corliss F. Lambert
Corliss Lambert

/s/ Richard Reault
Richard D. Reault, Clerk



## The 2013 Annual Town Report

Pursuant to the foregoing Warrant, I have notified and warned the inhabitants of the Town of Tyngsborough by posting attested copies of same at the Town Hall, Kendall Road Fire Station No. 1, Flint's Convenience Store, Lakeview Avenue Community Center, and Lakeview Avenue Fire Station No. 2, and at least fourteen (14) days before the date thereof, as within directed.

John R. Pelletier  
Constable

April 10, 2013                      9:10 am  
Date                                      Time



The 2013 Annual Town Report

**Annual Town Election  
April 30, 2013**

<b>Registered Voters</b>	2,030	2,018	1,941	1,922	<b>7,911</b>
<b>Precinct voters</b>	364	329	375	317	<b>1,385</b>
<b>Precinct voting %</b>	17.93%	16.30%	19.32%	16.49%	<b>17.51%</b>
<b>Offices &amp; Candidates</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Prec. 4</b>	<b>Total</b>
<b>Board of Selectmen</b>					
Blanks	7	21	41	32	101
Richard D. Reault	237	202	208	202	849
Christopher Mellen	119	105	126	83	433
Write-Ins	1	1	0	0	2
<b>Total</b>	<b>364</b>	<b>329</b>	<b>375</b>	<b>317</b>	<b>1,385</b>
<b>Board of Assessor</b>					
Blanks	91	94	102	87	374
Marc R. Welch	271	234	273	229	1,007
Write-Ins	2	1	0	1	4
<b>Total</b>	<b>364</b>	<b>329</b>	<b>375</b>	<b>317</b>	<b>1,385</b>
<b>Board of Health</b>					
Blanks	94	103	101	88	386
Stephen F. Berthiaume	269	225	274	229	997
Write-Ins	1	1	0	0	2
<b>Total</b>	<b>364</b>	<b>329</b>	<b>375</b>	<b>317</b>	<b>1,385</b>
<b>Cemetery Commissioner (2 years)</b>					
Blanks	350	321	351	305	1,327
Write-Ins	14	8	15	12	49
<b>Total</b>	<b>364</b>	<b>329</b>	<b>366</b>	<b>317</b>	<b>1,376</b>
<b>Cemetery Commissioner</b>					
Blanks	88	90	83	80	341
Robert J. Pelletier	275	239	290	233	1,037
Write-Ins	1	0	2	4	7
<b>Total</b>	<b>364</b>	<b>329</b>	<b>375</b>	<b>317</b>	<b>1,385</b>



The 2013 Annual Town Report

<b>Finance Committee (vote for 2)</b>					
Blanks	444	421	459	386	1,710
Robert L. Mullin, II	265	231	271	233	1,000
Write-Ins	2	3	3	0	8
Paul Morin	17	3	17	15	52
<b>Total</b>	<b>728</b>	<b>658</b>	<b>750</b>	<b>634</b>	<b>2,770</b>
<b>Library Trustee (vote for 2)</b>					
Blanks	278	280	259	224	1,041
William B. Shambley	223	196	237	193	849
Julie A. Iatron	226	181	253	217	877
Write-Ins	1	1	1	0	3
<b>Total</b>	<b>728</b>	<b>658</b>	<b>750</b>	<b>634</b>	<b>2,770</b>
<b>Housing Authority</b>					
Blanks	106	106	106	95	413
Margaret A. Giguere	258	222	269	222	971
Write-ins	0	1	0	0	1
<b>Total</b>	<b>364</b>	<b>329</b>	<b>375</b>	<b>317</b>	<b>1,385</b>
<b>Planning Board</b>					
Blanks	100	104	97	87	388
Kimberly D. O'Brien	264	225	276	230	995
Write-Ins	0	0	2	0	2
<b>Total</b>	<b>364</b>	<b>329</b>	<b>375</b>	<b>317</b>	<b>1,385</b>
<b>School Committee (2 years)</b>					
Blanks	306	264	343	269	1,182
Write-Ins	9	4	7	5	25
Mary A. Mt. Pleasant	11	9	12	5	37
Anthony F. Tinnirella	38	52	13	38	141
<b>Total</b>	<b>364</b>	<b>329</b>	<b>375</b>	<b>317</b>	<b>1,244</b>



The 2013 Annual Town Report

<b>School Committee (vote for 2)</b>					
Blanks	278	287	284	235	1,084
Herbert G. Desrosiers	244	200	236	214	894
Joseph G. Durham	193	161	226	179	759
Write-ins	1	0	0	6	7
Anthony F. Tinnirella	11	10	3	0	24
Mary A. Mt. Pleasant	1	0	1	0	2
<b>Total</b>	<b>728</b>	<b>658</b>	<b>750</b>	<b>634</b>	<b>2,770</b>
<b>Sewer Commissioner</b>					
Blanks	330	301	351	306	1,288
Write-ins	7	4	9	1	21
Brian J. Martin	27	24	15	10	76
<b>Total</b>	<b>364</b>	<b>329</b>	<b>375</b>	<b>317</b>	<b>1,385</b>
<b>Town Collector</b>					
Blanks	83	71	68	59	281
Gene R. Spickler	281	258	306	256	1,101
Write-ins	0	0	1	2	3
<b>Total</b>	<b>364</b>	<b>329</b>	<b>375</b>	<b>317</b>	<b>1,385</b>

Attest: a true copy  
Joanne Shifres, Town Clerk



The 2013 Annual Town Report

**ANNUAL TOWN MEETING MINUTES  
May 21, 2013**

**Place:** Tyngsborough Elementary School  
**Moderator:** Robert L. Kydd, Jr.

**Time:** 7:02 pm  
**Voters:** 253

**Motion:** To allow the following non-residents to address the meeting: Attorney Charles Zaroulis, Town Administrator Michael Gilleberto, Superintendent of Schools Donald Ciampa, Library Director Sue Arthur, Housing Authority Melinda Thiede.  
**Action:** Does carry.

**Article 2.** To see if the Town will vote to accept the reports of the Town Officers and Committees as printed, or take any other action relative thereto.  
**Motion:** That the Town vote to accept the reports of the Town Officers and Committees as printed.  
**Action:** Does carry.

**Article 3.** To choose all officers not named in Article 1 of the Annual Town Election Warrant, or take any other action relative thereto.  
**Motion:** That the Town vote to appoint Alan A. Sherburne as Surveyor of Wood, Bark and Lumber and to appoint Nancy A. Johnson and Christopher Dery to the Memorial Day Committee.  
**Action:** Does carry.

**Article 4.** To see if the Town will vote to fix the salary and compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the Massachusetts General Laws, as amended, for the Fiscal Year 2014 (July 1, 2013 - June 30, 2014), or take any other action relative thereto.

Salaries of the Elected Officials are included in the Department Appropriations to be submitted within Article 5.

	<b>SALARIES</b>	<b>REQUEST</b>	<b>RECOMMENDED</b>
	7/01/12	7/01/13	7/01/13
	6/30/13	6/30/14	6/30/14
<u>Elective Town Officers</u>			
Moderator	\$ 0	\$ 0	\$ 0
Selectmen Members (5)	\$ 0	\$ 0	\$ 0
Tax Collector	\$ 61,200	\$ 62,424	\$ 62,424
Town Clerk	\$ 56,909	\$ 57,222	\$ 57,222
Assessors (3)			
Chairman	\$ 1	\$ 1	\$ 1
Member (1)	\$ 0	\$ 0	\$ 0
Member (1)	\$ 0	\$ 0	\$ 0
Board of Health			
Chairman	\$ 0	\$ 0	\$ 0
Members (4)	\$ 0	\$ 0	\$ 0
Tree Warden	\$ 0	\$ 0	\$ 0
Cemetery Commissioners (3)	\$ 0	\$ 0	\$ 0
School Committee (7)	\$ 0	\$ 0	\$ 0
Library Trustees (6)	\$ 0	\$ 0	\$ 0
Sewer Commissioners (3)			
Chairman	\$ 0	\$ 0	\$ 0
Members (2)	\$ 0	\$ 0	\$ 0
Planning Board			
Chairman	\$ 0	\$ 0	\$ 0
Members (4)	\$ 0	\$ 0	\$ 0



The 2013 Annual Town Report

Finance Committee (5)	\$ 0	\$ 0	\$ 0
Constables (2)	\$ 0	\$ 0	\$ 0
Greater Lowell Technical H.S. (1)	\$ 0	\$ 0	\$ 0

**Motion:** That the Town fix the salary and compensation of elective officers as shown in the recommended column.

**Action:** Does carry.

**Article 5.** To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be necessary to fund town expenses for Fiscal Year 2014 (July 1, 2013 - June 30, 2014), or take any other action relative thereto.

<u>DEPARTMENT/DESCRIPTION</u>	<u>FY 2013 ADJUSTED BUDGET</u>	<u>FY 2014 DEPT REQUEST</u>	<u>FY 2014 SELECTMEN PROPOSED</u>	<u>FY 2014 FINCOM PROPOSED</u>
... 1 SALARIES & WAGES:	0.00	0.00	0.00	0.00
... 2 DEPT. EXPENSES:	0.00	0.00	0.00	0.00
<b>DEPT 114 MODERATOR:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
... 1 SALARIES & WAGES:	116,643.00	56,054.00	71,054.00	71,054.00
... 2 DEPT. EXPENSES:	20,350.00	24,850.00	16,354.00	16,354.00
<b>DEPT 122 SELECTMEN:</b>	<b>136,993.00</b>	<b>80,904.00</b>	<b>87,408.00</b>	<b>87,408.00</b>
... 1 SALARIES & WAGES:	121,260.00	184,765.00	184,765.00	184,765.00
... 2 DEPT. EXPENSES:	2,000.00	2,500.00	2,500.00	2,500.00
<b>DEPT 123 TOWN ADMINISTRATOR:</b>	<b>123,260.00</b>	<b>187,265.00</b>	<b>187,265.00</b>	<b>187,265.00</b>
... 1 SALARIES & WAGES:	0.00	0.00	0.00	0.00
... 2 DEPT. EXPENSES:	675.00	1,000.00	675.00	675.00
<b>DEPT 131 FINANCE COMMITTEE:</b>	<b>675.00</b>	<b>1,000.00</b>	<b>675.00</b>	<b>675.00</b>
... 2 DEPT. EXPENSES:	21,250.00	55,000.00	55,000.00	55,000.00
... LESS FY10 TRANSFERS				
<b>DEPT 132 RESERVE FUND:</b>	<b>21,250.00</b>	<b>55,000.00</b>	<b>55,000.00</b>	<b>55,000.00</b>
... 1 SALARIES & WAGES:	97,000.00	73,138.00	73,138.00	73,138.00
... 2 DEPT. EXPENSES:	8,650.00	9,454.00	9,454.00	9,454.00
<b>DEPT 135 ACCOUNTANT:</b>	<b>105,650.00</b>	<b>82,592.00</b>	<b>82,592.00</b>	<b>82,592.00</b>
... 2 DEPT. EXPENSES:	30,000.00	33,500.00	33,500.00	33,500.00
<b>DEPT 136 ANNUAL AUDITS:</b>	<b>30,000.00</b>	<b>33,500.00</b>	<b>33,500.00</b>	<b>33,500.00</b>
... 1 SALARIES & WAGES:	105,966.00	107,877.00	107,877.00	107,877.00
... 2 DEPT. EXPENSES:	23,850.00	24,250.00	24,250.00	24,250.00
<b>DEPT 141 ASSESSORS:</b>	<b>129,816.00</b>	<b>132,127.00</b>	<b>132,127.00</b>	<b>132,127.00</b>
... 2 DEPT. EXPENSES:	27,500.00	27,500.00	27,500.00	27,500.00



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<b>DEPT 142 REVALUATION:</b>	<b>27,500.00</b>	<b>27,500.00</b>	<b>27,500.00</b>	<b>27,500.00</b>
... 1 SALARIES & WAGES:	132,676.00	149,810.00	149,810.00	149,810.00
... 2 DEPT. EXPENSES:	28,752.00	29,927.00	29,677.00	29,677.00
<b>DEPT 145 TREASURER:</b>	<b>161,428.00</b>	<b>179,737.00</b>	<b>179,487.00</b>	<b>179,487.00</b>
... 1 SALARIES & WAGES:	109,049.00	110,430.00	110,430.00	110,430.00
... 2 DEPT. EXPENSES:	30,808.00	30,370.00	29,370.00	29,370.00
<b>DEPT 146 TOWN COLLECTOR:</b>	<b>139,857.00</b>	<b>140,800.00</b>	<b>139,800.00</b>	<b>139,800.00</b>
... 2 DEPT. EXPENSES:	62,000.00	63,200.00	63,200.00	63,200.00
<b>DEPT 151 TOWN COUNSEL:</b>	<b>62,000.00</b>	<b>63,200.00</b>	<b>63,200.00</b>	<b>63,200.00</b>
... 2 DEPT. EXPENSES:	27,500.00	37,000.00	15,000.00	15,000.00
<b>DEPT 159 SPECIAL LEGAL SERVICES:</b>	<b>27,500.00</b>	<b>37,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>
... 1 SALARIES & WAGES:	79,237.00	80,805.00	80,805.00	80,805.00
... 2 DEPT. EXPENSES:	1,760.00	1,760.00	1,760.00	1,760.00
<b>DEPT 160 TOWN CLERK:</b>	<b>80,997.00</b>	<b>82,565.00</b>	<b>82,565.00</b>	<b>82,565.00</b>
... 1 SALARIES & WAGES:	10,365.00	5,700.00	5,700.00	5,700.00
... 2 DEPT. EXPENSES:	18,936.00	16,288.00	11,588.00	11,588.00
<b>DEPT 162 ELECTION/REGISTRATION:</b>	<b>29,301.00</b>	<b>21,988.00</b>	<b>17,288.00</b>	<b>17,288.00</b>
... 1 SALARIES & WAGES:	0.00	0.00	0.00	0.00
... 2 DEPT. EXPENSES:	325.00	325.00	325.00	325.00
<b>DEPT 169 OTHER LICENSING &amp; REG:</b>	<b>325.00</b>	<b>325.00</b>	<b>325.00</b>	<b>325.00</b>
... 1 SALARIES & WAGES:	40,271.00	42,589.00	42,589.00	42,589.00
... 2 DEPT. EXPENSES:	3,350.00	3,350.00	3,050.00	3,050.00
<b>DEPT 171 CONSERVATION COMMISSION:</b>	<b>43,621.00</b>	<b>45,939.00</b>	<b>45,639.00</b>	<b>45,639.00</b>
... 1 SALARIES & WAGES:	17,733.00	18,166.00	18,166.00	18,166.00
... 2 DEPT. EXPENSES:	7,880.00	12,200.00	7,880.00	7,880.00
<b>DEPT 175 PLANNING BOARD:</b>	<b>25,613.00</b>	<b>30,366.00</b>	<b>26,046.00</b>	<b>26,046.00</b>
... 1 SALARIES & WAGES:		2,725.00	2,725.00	2,725.00
... 2 DEPT. EXPENSES:	3,700.00	8,700.00	6,700.00	6,700.00
<b>DEPT 176 ZONING BD OF APPEALS:</b>	<b>3,700.00</b>	<b>11,425.00</b>	<b>9,425.00</b>	<b>9,425.00</b>
... 2 DEPT. EXPENSES:	6,000.00	6,000.00	0.00	0.00
<b>DEPT 182 ECONOMIC DEVELOPMENT:</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>0.00</b>	<b>0.00</b>
... 2 DEPT. EXPENSES:	115,000.00	115,730.00	115,730.00	115,730.00



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<b>DEPT 192 PUBLIC BLDGS AND PROPERTY:</b>	<b>115,000.00</b>	<b>115,730.00</b>	<b>115,730.00</b>	<b>115,730.00</b>
... 1 SALARIES & WAGES:	20,000.00	5,100.00	5,100.00	5,100.00
...2 DEPT. EXPENSES:	15,000.00	50,000.00	39,900.00	39,900.00
<b>DEPT 193 INFORMATION TECHNOLOGY</b>	<b>35,000.00</b>	<b>55,100.00</b>	<b>45,000.00</b>	<b>45,000.00</b>
... 2 DEPT. EXPENSES:	600.00	600.00	0.00	0.00
<b>DEPT 195 TOWN REPORTS:</b>	<b>600.00</b>	<b>600.00</b>	<b>0.00</b>	<b>0.00</b>
... 2 DEPT. EXPENSES:	200.00	200.00	0.00	0.00
<b>DEPT 198 CAPITAL MANAGEMENT:</b>	<b>200.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>
... 1 SALARIES & WAGES:	2,050,283.00	2,108,728.00	2,005,517.00	2,005,517.00
... 2 DEPT. EXPENSES:	242,744.00	286,452.00	271,902.00	271,902.00
<b>DEPT 210 POLICE DEPARTMENT:</b>	<b>2,293,027.00</b>	<b>2,395,180.00</b>	<b>2,277,419.00</b>	<b>2,277,419.00</b>
... 1 SALARIES & WAGES:	23,426.00	23,514.00	23,514.00	23,514.00
... 2 DEPT. EXPENSES:	47,250.00	59,300.00	50,300.00	50,300.00
<b>DEPT 211 POLICE STATION:</b>	<b>70,676.00</b>	<b>82,814.00</b>	<b>73,814.00</b>	<b>73,814.00</b>
... 1 SALARIES & WAGES:	316,603.00	323,860.00	323,860.00	323,860.00
... 2 DEPT. EXPENSES:	54,700.00	56,500.00	56,500.00	56,500.00
<b>DEPT 215 COMMUNICATION CENTER:</b>	<b>371,303.00</b>	<b>380,360.00</b>	<b>380,360.00</b>	<b>380,360.00</b>
... 1 SALARIES & WAGES:	467,000.00	506,500.00	476,500.00	476,500.00
... 2 DEPT. EXPENSES:	168,997.00	168,997.00	150,997.00	150,997.00
<b>DEPT 220 FIRE DEPARTMENT:</b>	<b>635,997.00</b>	<b>675,497.00</b>	<b>627,497.00</b>	<b>627,497.00</b>
... 1 SALARIES & WAGES:	96,771.00	98,834.00	98,834.00	98,834.00
... 2 DEPT. EXPENSES:	18,260.00	18,260.00	15,760.00	15,760.00
<b>DEPT 241 BUILDING INSPECTOR:</b>	<b>115,031.00</b>	<b>117,094.00</b>	<b>114,594.00</b>	<b>114,594.00</b>
... 1 SALARIES & WAGES:	9,923.00	10,280.00	10,280.00	10,280.00
... 2 DEPT. EXPENSES:	900.00	900.00	900.00	900.00
<b>DEPT 242 GAS INSPECTOR:</b>	<b>10,823.00</b>	<b>11,180.00</b>	<b>11,180.00</b>	<b>11,180.00</b>
... 1 SALARIES & WAGES:	9,923.00	10,279.00	10,279.00	10,279.00
... 2 DEPT. EXPENSES:	900.00	900.00	900.00	900.00
<b>DEPT 243 PLUMBING INSPECTOR:</b>	<b>10,823.00</b>	<b>11,179.00</b>	<b>11,179.00</b>	<b>11,179.00</b>
... 2 DEPT. EXPENSES:	5,000.00	5,000.00	0.00	0.00
<b>DEPT 244 WEIGHTS &amp; MEASURERS:</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>
... 1 SALARIES & WAGES:	19,844.00	20,599.00	20,599.00	20,599.00
... 2 DEPT. EXPENSES:	1,900.00	1,800.00	1,800.00	1,800.00



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<b>DEPT 245 ELECTRICAL INSPECTOR:</b>	<b>21,744.00</b>	<b>22,399.00</b>	<b>22,399.00</b>	<b>22,399.00</b>
... 1 SALARIES & WAGES:	1,400.00	1,400.00	1,400.00	1,400.00
... 2 DEPT. EXPENSES:	1,000.00	1,000.00	1,000.00	1,000.00
<b>DEPT 291 EMERGENCY MANAGEMENT:</b>	<b>2,400.00</b>	<b>2,400.00</b>	<b>2,400.00</b>	<b>2,400.00</b>
... 1 SALARIES & WAGES:		0.00	0.00	0.00
... 2 DEPT. EXPENSES:	38,775.00	38,775.00	38,775.00	38,775.00
<b>DEPT 292 ANIMAL INSPECTION &amp; CONTROL:</b>	<b>38,775.00</b>	<b>38,775.00</b>	<b>38,775.00</b>	<b>38,775.00</b>
... 2 DEPT. EXPENSES:	12,450.00	10,150.00	7,450.00	7,450.00
<b>DEPT 294 FORESTRY:</b>	<b>12,450.00</b>	<b>10,150.00</b>	<b>7,450.00</b>	<b>7,450.00</b>
... 1 SALARIES & WAGES:				
... 2 DEPT. EXPENSES:				
<b>DEPT 300 SCHOOL DEPARTMENT:</b>	<b>17,709,799.00</b>	<b>19,007,890.00</b>	<b>17,528,733.00</b>	<b>17,528,733.00</b>
... 2 DEPT. EXPENSES:	1,210,312.00	1,275,316.00	1,275,316.00	1,275,316.00
<b>DEPT 301 GR. LOWELL REG. SCHOOL:</b>	<b>1,210,312.00</b>	<b>1,275,316.00</b>	<b>1,275,316.00</b>	<b>1,275,316.00</b>
... 1 SALARIES & WAGES:	0.00	0.00	0.00	0.00
... 2 DEPT. EXPENSES:	13,000.00	38,000.00	6,000.00	6,000.00
<b>DEPT 410 TOWN ENGINEER</b>	<b>13,000.00</b>	<b>38,000.00</b>	<b>6,000.00</b>	<b>6,000.00</b>
... 1 SALARIES & WAGES:	19,609.00	20,150.00	19,300.00	19,300.00
... 2 DEPT. EXPENSES:	25,095.00	26,080.00	22,080.00	22,080.00
<b>DEPT 421 HIGHWAY &amp; STREETS ADMIN:</b>	<b>44,704.00</b>	<b>46,230.00</b>	<b>41,380.00</b>	<b>41,380.00</b>
... 1 SALARIES & WAGES:	486,979.00	554,027.00	491,511.00	491,511.00
... 2 DEPT. EXPENSES:	115,000.00	124,000.00	118,000.00	118,000.00
<b>DEPT 422 HWY &amp; STREETS CONSTR/MAINT:</b>	<b>601,979.00</b>	<b>678,027.00</b>	<b>609,511.00</b>	<b>609,511.00</b>
... 1 SALARIES & WAGES:	37,500.00	37,500.00	37,500.00	37,500.00
... 2 DEPT. EXPENSES:	212,500.00	212,500.00	212,500.00	212,500.00
<b>DEPT 423 HWY SNOW EXPENSE:</b>	<b>250,000.00</b>	<b>250,000.00</b>	<b>250,000.00</b>	<b>250,000.00</b>
... 2 DEPT. EXPENSES:	33,500.00	45,000.00	45,000.00	45,000.00
<b>DEPT 424 HWY STREET LIGHTING:</b>	<b>33,500.00</b>	<b>45,000.00</b>	<b>45,000.00</b>	<b>45,000.00</b>
... 2 DEPT. EXPENSES:	60,750.00	91,750.00	91,750.00	91,750.00
<b>DEPT 425 HWY VEHICLE MAINTENANCE:</b>	<b>60,750.00</b>	<b>91,750.00</b>	<b>91,750.00</b>	<b>91,750.00</b>
... 1 SALARIES & WAGES:	500.00	500.00	500.00	500.00
... 2 DEPT. EXPENSES:	841,000.00	867,811.00	807,811.00	807,811.00



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<b>DEPT 430 WASTE COLLECTION &amp; DISPOSAL:</b>	<b>841,500.00</b>	<b>867,811.00</b>	<b>808,311.00</b>	<b>808,311.00</b>
... 1 SALARIES & WAGES:	33,200.00	33,200.00	23,200.00	23,200.00
... 2 DEPT. EXPENSES:	11,950.00	12,650.00	11,150.00	11,150.00
<b>DEPT 491 CEMETERY DEPARTMENT:</b>	<b>45,150.00</b>	<b>45,850.00</b>	<b>34,350.00</b>	<b>34,350.00</b>
... 1 SALARIES & WAGES:	55,781.00	56,682.00	56,682.00	56,682.00
... 2 DEPT. EXPENSES:	21,490.00	25,290.00	24,490.00	24,490.00
<b>DEPT 510 BOARD OF HEALTH:</b>	<b>77,271.00</b>	<b>81,972.00</b>	<b>81,172.00</b>	<b>81,172.00</b>
... 2 DEPT. EXPENSES:	200.00	400.00	200.00	200.00
<b>DEPT 520 OTHER CLINICAL SERVICES:</b>	<b>200.00</b>	<b>400.00</b>	<b>200.00</b>	<b>200.00</b>
... 1 SALARIES & WAGES:	91,969.00	94,231.00	94,231.00	94,231.00
... 2 DEPT. EXPENSES:	19,350.00	18,700.00	17,800.00	17,800.00
<b>DEPT 541 COUNCIL ON AGING:</b>	<b>111,319.00</b>	<b>112,931.00</b>	<b>112,031.00</b>	<b>112,031.00</b>
... 1 SALARIES & WAGES:	66,500.00	67,951.00	67,951.00	67,951.00
... 2 DEPT. EXPENSES:	313,525.00	307,350.00	288,850.00	288,850.00
<b>DEPT 543 VETERANS AGENT:</b>	<b>380,025.00</b>	<b>375,301.00</b>	<b>356,801.00</b>	<b>356,801.00</b>
... 1 SALARIES & WAGES:	231,162.00	242,166.00	242,166.00	242,166.00
... 2 DEPT. EXPENSES:	93,885.00	83,287.00	83,287.00	83,287.00
<b>DEPT 610 LIBRARY:</b>	<b>325,047.00</b>	<b>325,453.00</b>	<b>325,453.00</b>	<b>325,453.00</b>
... 1 SALARIES & WAGES:	42,840.00	43,697.00	43,697.00	43,697.00
... 2 DEPT. EXPENSES:	6,913.00	21,740.00	21,740.00	21,740.00
<b>DEPT 630 RECREATION DEPARTMENT:</b>	<b>49,753.00</b>	<b>65,437.00</b>	<b>65,437.00</b>	<b>65,437.00</b>
... 2 DEPT. EXPENSES:	850.00	900.00	900.00	900.00
<b>DEPT 691 HISTORICAL COMMISSION:</b>	<b>850.00</b>	<b>900.00</b>	<b>900.00</b>	<b>900.00</b>
... 2 DEPT. EXPENSES:	900.00	900.00	900.00	900.00
<b>DEPT 692 MEMORIAL DAY COMM:</b>	<b>900.00</b>	<b>900.00</b>	<b>900.00</b>	<b>900.00</b>
... 2 DEPT. EXPENSES:	573,674.00	644,804.00	644,804.00	644,804.00
<b>DEPT 710 LONG TERM DEBT PRINCIPAL:</b>	<b>573,674.00</b>	<b>644,804.00</b>	<b>644,804.00</b>	<b>644,804.00</b>
... 2 DEPT. EXPENSES:	205,335.00	193,019.00	193,019.00	193,019.00
<b>DEPT 751 LONG TERM DEBT INTEREST:</b>	<b>205,335.00</b>	<b>193,019.00</b>	<b>193,019.00</b>	<b>193,019.00</b>
... 2 DEPT. EXPENSES:	44,451.00	34,000.00	34,000.00	34,000.00
<b>DEPT 760 SHORT TERM DEBT INTEREST:</b>	<b>44,451.00</b>	<b>34,000.00</b>	<b>34,000.00</b>	<b>34,000.00</b>



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... 2 DEPT. EXPENSES:	3,005.00	3,500.00	3,500.00	3,500.00
<b>DEPT 840 N. MIDDX. COUNCIL OF GOV'T:</b>	<b>3,005.00</b>	<b>3,500.00</b>	<b>3,500.00</b>	<b>3,500.00</b>
... 2 DEPT. EXPENSES:	<b>5,064,593.00</b>	5,073,466.00	4,955,022.00	4,955,022.00
<b>DEPT 910 EMPLOYEE BENEFITS:</b>	<b>5,064,593.00</b>	<b>5,073,466.00</b>	<b>4,955,022.00</b>	<b>4,955,022.00</b>
... 2 DEPT. EXPENSES:	223,441.00	242,300.00	239,800.00	239,800.00
<b>DEPT 940 OTHER INSURANCE:</b>	<b>223,441.00</b>	<b>242,300.00</b>	<b>239,800.00</b>	<b>239,800.00</b>
... 2 DEPT. EXPENSES:	0.00	0.00	0.00	0.00
<b>DEPT 992 TRANSFER TO OTHER FUNDS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTALS:</b>	<b>32,764,893.00</b>	<b>34,643,148.00</b>	<b>32,616,029.00</b>	<b>32,616,029.00</b>

<b>SUMMARY BY FUNCTION</b>				
GENERAL GOVERNMENT	1,306,286.00	1,390,863.00	1,345,572.00	1,345,572.00
PUBLIC SAFETY	3,588,049.00	3,752,028.00	3,567,067.00	3,567,067.00
EDUCATION	18,920,111.00	20,283,206.00	18,804,049.00	18,804,049.00
HIGHWAY & CEMETERY	1,890,583.00	2,062,668.00	1,886,302.00	1,886,302.00
HUMAN SERVICES	568,815.00	570,604.00	550,204.00	550,204.00
CULTURAL & RECREATION	376,550.00	392,690.00	392,690.00	392,690.00
DEBT	823,460.00	871,823.00	871,823.00	871,823.00
INTERGOVERNMENTAL	3,005.00	3,500.00	3,500.00	3,500.00
UNCLASSIFIED	<u>5,288,034.00</u>	<u>5,315,766.00</u>	<u>5,194,822.00</u>	<u>5,194,822.00</u>
<b>TOTAL TOWN BUDGET</b>	<b>32,764,893.00</b>	<b>34,643,148.00</b>	<b>32,616,029.00</b>	<b>32,616,029.00</b>

**Motion:** That the Town approve the amounts in Article 5 as shown in the "Proposed" column, and that the sum of \$32,616,029.00 be raised and appropriated.

**Action:** Does carry.

**Article 6.** To see if the Town will vote to appropriate by transfer from the Billboard Stabilization Fund the sum of \$20,000.00 to be expended by the Board of Selectmen to be used to stabilize the tax rate for Fiscal Year 2014 by funding recreational, public safety, or other public purposes, or take any other action relative thereto.

**Motion:** That the Town vote to approve Article 6 as printed.

**Action:** Does carry unanimously.

**Article 7.** To see if the Town will vote to appropriate by transfer from Free Cash the sum of \$199,478 to be expended by the Board of Selectmen to be used to stabilize the tax rate for Fiscal Year 2014, or take any other action relative thereto.

**Motion:** That the Town vote to approve Article 7 as printed.

**Action:** Does carry.

**Article 8.** To see if the Town will vote to appropriate from available funds or borrow the sum of \$517,000, and that the Town be authorized to accept any available grant dollars, for the following purposes, or take any other action relative thereto.



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Department	Item	Amount	To be Expended by
1. Highway	Dump Truck with plow/sander	\$ 140,000	Board of Selectmen
2. Highway	Wood Chipper	\$ 52,000	Board of Selectmen
3. Selectmen	Town Buildings Master Plan	\$ 50,000	Board of Selectmen
4. Selectmen	Town Offices – Replace Carpeting	\$ 40,000	Board of Selectmen
5. School	Concessions/Restrooms	\$ 185,000	School Committee
6. School	Technology	\$ 50,000	School Committee

for a total of \$517,000, and to meet this appropriation, if by borrowing, the Town Treasurer, with the approval of the Selectmen, is authorized to borrow a sum of money pursuant to any enabling authority, and is authorized to issue bonds or notes of the Town, or take any other action relative thereto.

**Motion:** That the Town vote to borrow a sum of money not to exceed \$517,000 for the purpose of purchasing the items printed within warrant Article 8 including costs incidental and related thereto, and that the identified departments be authorized to expend these sums on behalf of the Town as printed in Article 8, and further that the Treasurer is authorized to issue bonds and notes of the Town therefore, with the approval of the Board of Selectmen, under and pursuant to Chapter 44, Section 7, Paragraphs (3), (3A), (9), (21), (22) and (28) of the General Laws.

**Motion to amend:** Remove items #5 and #6 to take them separately, with 5 & 6 being tabled.

**Action on the motion to amend:** Does not carry.

**Action on the original motion:** Moderator counted 26 opposed and in excess of 100 votes in favor. Article passes.

**Motion:** To recess the Annual Town Meeting.

**Action:** Annual Town Meeting recessed at 7:42 pm to open the Special Town Meeting.

*Annual Town Meeting reopened at 7:50 pm.*

**Article 9.** To see if the Town will vote to raise and appropriate the sum of \$12,143.00 to a special purpose Compensated Absence Fund, for the purpose of funding the future payment of accrued liabilities for compensated absences due any Town employee upon the termination of such employee's employment, or take any other action relative thereto.

**Motion:** So moved.

**Action:** Does carry.

**Article 10.** To see if the Town will vote to appropriate by transfer the sum of \$15,444.00 from the Unfunded Pension Liability Trust Fund to be used to stabilize the tax rate for FY2014 by funding the Town's Middlesex County Retirement System assessment, or take any other action relative thereto.

**Motion:** That the Town vote to appropriate by transfer the sum of \$15,444.00 plus any accrued earnings/loss as of July 1, 2013, from the Unfunded Pension Liability Trust Fund to stabilize the tax rate for Fiscal Year by funding the Town's Middlesex County Retirement System assessment.

**Action:** Does carry.

**Article 11.** To see if the Town will vote to raise and appropriate the sum of \$15,444.00 to the Other Post Employment Liability Benefits Trust Fund, established under the provisions of Massachusetts General Laws Chapter 32B, Section 20, for the purpose of funding health care and other post-employment benefits, or take any other action relative thereto.

**Motion:** That the Town vote to raise and appropriate the sum of \$15,444.00 plus any accrued earnings/loss accrued to the Town's Unfunded Pension Liability Trust Fund as of July 1, 2013, to the Other Post Employment Liability Benefits Trust Fund for the purpose of funding health care and other post-employment benefits.

**Action:** Does carry.

**Article 12.** To see if the Town will vote to certify the Chapter 90 apportionment for Fiscal Year 2014 of up to \$562,145 as an available fund to be expended by the Board of Selectmen, or take any other action relative thereto.

**Motion:** That the Town vote to approve Article 12 as printed.

**Action:** Does carry.



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**Article 13.** To see if the Town will vote to authorize pursuant to the authority granted under Massachusetts General Laws Chapter 44, Section 53E½ the following revolving funds for the purpose of receiving fees and making disbursements in connection with the duties of the following town entities or as so specified below, and that any surplus revenue accumulated in FY 2013 and FY 2014 shall remain in the revolving accounts for each of the following town entities:

<u>Fund</u>	<u>Programs &amp; Purposes</u>	<u>Departmental Receipts</u>	<u>Authorization</u>	<u>Maximum Annual Expenditure</u>
Fire Department	Fire programs and materials	Hazmat fees	Board of Fire Engineers or designee	\$20,000.00
Recreation Committee	Recreational programs and activities	Fees collected from participants	Board of Selectmen or designee	\$120,000.00
School Field Use Committee	Field maintenance	Field use fees	School Field Use Committee or designee	\$10,000.00
Recycling Committee	Recycling programs and materials	Fees collected from participants	Board of Health or designee	\$ 7,000.00
Board of Health	Collection and disposal of bulky items and appliances	Fees collected from participants	Board of Health or designee	\$30,000.00
Board of Health	Reimbursement program for Medicare Plan members	Medicare reimbursements	Board of Health or designee	\$ 6,000.00
Conservation Commission	Conservation Commission activities	Fees from local Wetland Protection By-law	Conservation Commission or designee	\$ 5,000.00
Sealer of Weights and Measures	Inspection activities	Fees collected from participants	Board of Selectmen	\$ 3,000.00

or take any other action relative thereto.

**Motion:** That the town vote to approve this Article as printed.

**Action:** Does carry.

**Article 14.** To see if the Town will vote to authorize the Board of Selectmen to enter into Lease/Purchase Agreements up to five years to purchase equipment for Town Departments. Said contracts shall be subject to annual appropriations, or take any other action relative thereto.

**Motion:** That the Town vote to approve this Article as printed.

**Action:** Does carry.

**Article 15.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Sewer Commission to operate the Sewer Enterprise for Fiscal Year 2014 as follows:



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That the following sums be appropriated:

Salaries	\$ 248,698.00
Expenses	\$ 659,862.00
Capital Outlay	\$ 714,500.00
Debt	\$ 75,407.00
Subtotal	\$ 1,698,467.00
Indirect Costs to General Fund	\$ 96,336.00
<b>Total</b>	<b>\$1,794,803.00</b>

That \$1,698,467 be appropriated from the Sewer Enterprise fund

Department Receipts	\$ 1,167,145.00
Retained Earnings	\$ 531,322.00
Subtotal	\$ 1,698,467.00

That \$96,336 be included in appropriations from the General Fund for indirect costs and be allocated to the Sewer Enterprise for funding, or take any other action relative thereto.

**Motion:** That the Town vote to raise and appropriate a sum of money to be expended by the Sewer Commission to operate the Sewer Enterprise for Fiscal Year 2014 as follows:

That the following amount be appropriated:

Salaries	\$ 248,698.00
Expenses	\$ 659,862.00
Capital Outlay	\$ 714,500.00
Debt	\$ 75,407.00
Subtotal	\$ 1,698,467.00
Indirect Costs to General Fund	\$ 96,336.00
<b>Total</b>	<b>\$1,794,803.00</b>

That \$1,698,467 be appropriated from the Sewer Enterprise fund

Department Receipts	\$ 1,167,145.07
Retained Earnings	\$ 531,322.00
Subtotal	<b>\$ 1,698,467.07</b>

That \$96,336 be included in appropriations from the General Fund for indirect costs and be allocated to the Sewer Enterprise for funding.

**Action:** Does carry.

**Article 16.** To see if the Town will vote that the following sums be appropriated or reserved from estimated annual revenues of the Community Preservation Fund for the fiscal year 2014, with each item to be considered a separate appropriation, for the payment of administrative expenses of the Community Preservation Committee, debt service, community preservation projects, and all other necessary and proper expenses.

<u>Appropriations</u>	
Administrative Expenses	\$ 30,000.00
Long Term Debt Services	\$ 50,000.00
Interest on Long Term Debt	\$ 2,475.00
Lake Mascuppic Weed Control Program	<u>\$ 6,000.00</u>
Total CPC Appropriations	\$ 88,475.00

<u>Reserves</u>	
To Reserve for Historic Preservation	\$ 60,000.00
To Reserve for Affordable Housing	\$ 60,000.00
To Reserve for Open Space	<u>\$ 60,000.00</u>
FY 2014 Budgeted Reserve	\$180,000.00



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or take any other action relative thereto.

**Motion:** That the Town vote to approve this article as printed.

**Action:** Does carry.

**Article 17.** To see if the Town will vote to appropriate by transfer from existing Community Preservation Budgeted Reserve, Historic Reserve, Unreserved Fund Balance, and/or borrow a sum of money not to exceed \$570,000.00 for the purchase and restoration of the First Parish Meeting House, 214 Middlesex Road, Tyngsborough, MA, to be expended by the Board of Selectmen; and to meet this appropriation, if by borrowing, the Town Treasurer, with the approval of the Selectmen, is authorized to borrow a sum of money pursuant to M.G.L. c. 44B, § 11, or pursuant to any other enabling authority; and to issue bonds or notes of the Town, or take any other action relative thereto.

**Motion:** That the Town will vote to appropriate by transfer from existing Community Preservation Historic Preservation Reserve, the sum of \$100,000 and that the Town borrow a sum of money not to exceed \$470,000.00 for the purchase and restoration of the First Parish Meeting House, 214 Middlesex Road, Tyngsborough, MA, and incidental costs related thereto, to be expended by the Board of Selectmen, and further, that the Treasurer is authorized to issue bonds and notes of the Town therefore, with the approval of the Board of Selectmen, under and pursuant to Chapter 44B, § 11 of the General Laws.

**Action:** Moderator hand counts 10 opposed and in excess of 100 in favor. The Article does carry.

**Article 18.** To see if the Town will vote to appropriate by transfer from existing Community Preservation Affordable Housing Reserve a sum of \$400,000.00, and borrow a sum of \$400,000.00 to total \$800,000.00 for the creation of four affordable housing units to be built at Red Pine Terrace, 186 Frost Road, Tyngsborough, MA, under the direction of the Tyngsborough Housing Authority, after full approval by the Commonwealth of Massachusetts, Department of Housing and Community Development, to be expended by the Tyngsborough Housing Authority; and to meet this appropriation, the Town Treasurer, with the approval of the Selectmen, is authorized to borrow \$400,000 pursuant to M.G.L. c. 44B, § 11, or pursuant to any other enabling authority; and to issue bonds or notes of the Town, or take any other action relative thereto.

**Note:** Both the Board of Selectmen and Finance Committee voted to support this Article.

**Motion:** That Town will vote to appropriate by transfer from existing Community Preservation Affordable Housing Reserve the sum of \$400,000.00, and that the Town borrow a sum of money not to exceed \$400,000.00 for the creation of four affordable housing units to be built at Red Pine Terrace, 186 Frost Road, Tyngsborough, MA, under the direction of the Tyngsborough Housing Authority, after full approval by the Commonwealth of Massachusetts, Department of Housing and Community Development, to be expended by the Tyngsborough Housing Authority, and further, that the Treasurer, is authorized to issue bonds and notes of the Town therefore, with the approval of the Board of Selectmen under and pursuant to 44B, § 11 of the General Laws.

**Action:** Does carry unanimously.

**Article 19.** To see if the Town will vote to appropriate by transfer from existing Community Preservation Budgeted Reserve, Open Space Reserve, Unreserved Fund Balance, and/or borrow a sum of money in the amount of \$100,000.00 for the acquisition and installation of playground equipment, adult exercise stations and dog park, per the Recreation Department’s Playground/Fields Improvement Plan, to be expended by the Recreation Department; and to meet this appropriation, and if by borrowing, the Town Treasurer, with the approval of the Selectmen, is authorized to borrow a sum of money pursuant to M.G.L. c. 44B, § 11, or pursuant to any other enabling authority; and to issue bonds or notes of the Town; and further, that the Recreation Department is authorized to accept any grants in support of these projects, or take any other action relative thereto.

**Motion:** That the Town vote to appropriate by transfer from existing Community Preservation Open Space Reserve, a sum of \$100,000.00 for the design, acquisition and installation of playground equipment, adult exercise stations and dog park, per the Recreation Department’s Playground/Fields Improvement Plan, to be expended by the Recreation Department, and further, that the Recreation Department is authorized to accept any grants in support of these projects.

**Action:** Does carry.

**Article 20.** To see if the Town will vote to appropriate by transfer from existing Community Preservation Budgeted Reserve, Historic Reserve, and or Unreserved Fund Balance an amount not to exceed



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\$76,000.00 for the restoration of the historic Adams Barn located on Kendall Road at the Town Center, Tyngsborough, MA, to be expended by the Board of Selectmen, or take any action relative thereto.

**Motion:** That the Town vote to appropriate by transfer from existing Community Preservation Historic Reserve, an amount not to exceed \$76,000.00 for the restoration of the historic Adams Barn located on Kendall Road at the Town Center, Tyngsborough, MA, to be expended by the Board of Selectmen.

**Action:** Hand count was done, 102 in favor and 58 opposed. The Article does carry.

**Article 21.** To see if the Town will authorize the Board of Selectmen to sell and convey a parcel of land supposedly numbered 5 Industrial Way and being approximately 3.110 acres of land and shown on Assessors Map 21, Block 2D, Lot 0, and also on a plan of land entitled, "Subdivision Plan of Gateway Industrial Park in Tyngsborough, Mass." recorded in the Middlesex North Registry of Deeds, Plan Book 138, Plan 47, pursuant to M.G.L. c. 30B, such land having been determined to be no longer needed for any municipal purposes, upon such terms and conditions as determined by the Selectmen, or take any other action relative thereto.

**Motion:** That the Town vote to approve this Article as printed.

**Action:** Does carry.

**Article 22.** To see if the Town will vote to authorize the Board of Selectmen to convey to direct abutters a parcel of land situated on Willowdale Road, having approximately 4,785 square feet of land and shown on Assessors Map 33, Block 10A, Lot 0, and also on a plan of land entitled, "Plan of Land surveyed for Charles A. Sherburne in Tyngsboro, Mass., March 1901" recorded in the Middlesex North Registry of Deeds, Plan Book 17, Plan 15, such land having been determined to be no longer needed for any municipal purposes, upon such terms and conditions as shall be determined by the Selectmen, or take any other action relative thereto.

**Motion:** That the Town vote to approve this Article as printed.

**Action:** Does carry.

**Article 23.** To see if the Town will vote to amend the Town By-Laws by deleting Article IX in its entirety and amending it to read:

Section 1. No street shall be laid out or accepted by the Town which has been created and/or constructed after January 1, 1952, unless approved and constructed in accordance with the Subdivision Control Law and the regulations of the Planning Board and laid out by the Board of Selectmen and accepted by the Town in accordance with the provisions of M.G.L. c. 82, §§ 21 through 24.

or take any other action relative thereto.

**Motion:** That the Town vote to amend the Town By-Laws by deleting Article IX in its entirety and amending it to read:

Section 1. No street shall be laid out, relocated or accepted by the Town except in accordance with M.G.L. c. 82, §§ 21 through 24.

**Action:** Does carry.

**Article 24.** To see if the Town will accept the layout of certain Town ways below described, made by the Board of Selectmen under the provisions of M.G.L. c. 79, § 21 through 24, and any other enabling statute, filed in the Office of the Town Clerk with the plans there mentioned and are referred to for more particular description, and raise and appropriate any money that may be necessary, and determine how such money shall be expended for the payment of any damages, if any, and the layouts being substantially as follows:

1. Ashford Drive shown on The Pines Subdivision, Tyngsborough, MA, As-Built Plan and Profile of Ashford Drive (Formerly Hemlock Dr.), dated October 6, 1994 prepared for Dracco Homes, Inc., by Village Surveying, recorded at the Middlesex North District Registry of Deeds in Plan Book 194, Plan No. 108. The layout of a Town way substantially in the location of a private way known as Ashford Drive.
2. Belfair Lane shown on plan titled Definitive Subdivision, Plan of Land, Granite Hill Estates, Tyngsborough, MA, dated May 14, 1998, prepared for Granite Hill Estates, LLC,



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by LandTech Consultants, Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 198, Plan No. 57. The layout of a Town way substantially in the location of a private way known as Belfair Lane.

3. Bridle Path Way shown on plan titled Subdivision Plan of Land of Stonehedge Farm at Tyngsborough, MA, dated July 23, 1979, prepared for Gilbert G. Campbell, by Dana F. Perkins and Assoc., Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 130, Plan No. 12. The layout of a Town way substantially in the location of a private way known as Bridle Path Way.
4. Brookview Circle shown on plan titled Plan of Land, Brookview Estates in Tyngsborough, MA, dated June 22, 1995, revised September 24, 1995, prepared for Applewood Construction Corp., by Marchionda & Assoc., LP, recorded at the Middlesex North District Registry of Deeds in Plan Book 190, Plan No. 55. The layout of a Town way substantially in the location of a private way known as Brookview Circle.
5. Chandler Road shown on plan titled Definitive Subdivision, Plan of Land, Tyler Estates, Tyngsborough, MA, dated October 21, 1996, revised December 2, 1997, prepared for Greystone Estates, Inc. c/o Fletcher Granite Quarry, by LandTech Consultants, Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 197, Plan No. 39. The layout of a Town way substantially in the location of a private way known as Chandler Road.
6. Chard Road shown on plan titled Definitive Subdivision, Plan of Land, Country Estates, Tyngsborough, MA, dated July 16, 1987, revised November 3, 1987, prepared for J-Mor Development, Inc., prepared by Howe Surveying Assoc. Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 162, Plan No 137. The layout of a Town way substantially in the location of a private way known as Chard Road.
7. Chelsea Way shown on plan titled Kelsey Estates, "Definitive Plan", Chelsea Way, Tyngsboro, MA, dated May 3, 1989, revised June 10, 1993, prepared for A&M Development Corp., by H-Star Engineering, Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 182, Plan No. 67. The layout of a Town way substantially in the location of a private way known as Chelsea Way.
8. Connell Drive Extension shown on plan titled Definitive Subdivision Plan, Homestead Estates, Connell Drive, Tyngsborough, MA, dated August 1, 1995 revised October 18, 1995, prepared for Connell Construction, Inc., by Cuoco & Cormier Engineering, Assoc., Inc. recorded at the Middlesex North District Registry of Deeds in Plan Book 189, Plan No. 139. The layout of a Town way substantially in the location of a private way known as Connell Drive Extension.
9. Daisy Lane shown on plan titled Record Plan, Bridge Meadow Acres in Tyngsborough, MA, dated March 1993, revised April 2, 1993, prepared for Bridge Meadow Development, by Marchionda & Assoc., Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 182, Plan No. 20. The layout of a Town way substantially in the location of a private way known as Daisy Lane.
10. Dane Circle shown on plan titled Definitive Subdivision Homestead Estates, Dane Circle, dated August 1, 1995, revised October 18, 1995, prepared for Connell Construction, Inc., by Cuoco & Cormier Engineering Assoc., Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 189, Plan No. 139. The layout of a Town way substantially in the location of a private way known as Dane Circle.
11. Demauro Drive shown on plan titled Definitive Subdivision, Plan of Land Willowdale Road, Tyngsborough, MA, dated June 30, 1986, revised September 18, 1986, prepared for Nicholas & Deborah Demauro, by Howe Surveying Assoc., Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 157, Plan No.67. The layout of a Town way substantially in the location of a private way known as Demauro Drive.



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12. Descheneaux Lane shown on plan titled Subdivision Plan of Land in Tyngsborough, MA, dated August 1987, prepared for Dennis Descheneaux, by Armand E. Provost, Jr., Surveyors, recorded at the Middlesex North District Registry of Deeds in Plan Book 148, Plan No. 155. The layout of a Town way substantially in the location of a private way known as Descheneaux Lane.
13. Diamond Street shown on plan titled Definitive Subdivision Plan, Park Place, Tyngsborough, MA, dated November 25, 1997, revised January 28, 1998, prepared for Applewood Construction, by Diversified Civil Engineering, recorded at the Middlesex North District Registry of Deeds in Plan Book 196, Plan No. 74. The layout of a Town way substantially in the location of a private way known as Diamond Street.
14. Emerald Street shown on plan titled Definitive Subdivision Plan, Park Place, Tyngsborough, MA, dated November 25, 1997, revised January 28, 1998, prepared for Applewood Construction, by Diversified Civil Engineering, recorded at the Middlesex North District Registry of Deeds in Plan Book 196, Plan No. 74. The layout of a Town way substantially in the location of a private way known as Emerald Street.
15. Florence Way shown on plan titled Florence Way, "Definitive Plan", Chard Road, Tyngsborough, MA, dated July 15, 1990, revised January 7, 1991, prepared for Earth Realty, by H-Star Engineering, Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 176, Plan No. 47. The layout of a Town way substantially in the location of a private way known as Florence Way.
16. Independence Drive shown on plan titled Mount Royal Estates, Subdivision, Plan of Land in Tyngsborough, MA, dated January 14, 1980, prepared for Draco Homes, Inc., by Gabor Szava-Kovats, recorded at the Middlesex North District Registry of Deeds in Plan Book 133, Plan No. 7. The layout of a Town way substantially in the location of a private way known as Independence Drive.
17. Jamie Way shown on plan titled Definitive Subdivision Plan, Swan Pond Estates, dated July 20, 1995, prepared for A. M. Development, by Meisner Brem Corp., recorded at the Middlesex North District Registry of Deeds in Plan Book 189, Plan No. 148. The layout of a Town way substantially in the location of a private way known as Jamie Way.
18. Jasper Lane shown on plan titled Definitive Subdivision, Plan of Land, "Perham Woods", Tyngsboro MA, dated January 27, 1989 revised March 29, 1989, prepared for Richard N. Singleton, by Richard F. Kaminski & Assoc., Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 169, Plan No. 12. The layout of a Town way substantially in the location of a private way known as Jasper Lane.
19. Kristin Way shown on plan titled Donna Estates, "Definitive Plan", Kristin Way Tyngsboro, MA, dated May 5, 1992, revised September 8, 1992, prepared for David MacDonald, by H-Star Engineering, Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 180, Plan No. 30. The layout of a Town way substantially in the location of a private way known as Kristin Way.
20. Laurel shown on plan titled Record Plan, Bridge Meadow Acres in Tyngsborough, MA, dated March 1993, revised April 2, 1993, prepared for Bridge Meadow Development, by Marchionda & Assoc., Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 182, Plan No. 20. The layout of a Town way substantially in the location of a private way known as Laurel Lane.
21. Liberty Lane shown on plan titled Definitive Subdivision, Plan of Land, Willowdale Road, Tyngsborough, MA, dated June 30, 1986, revised September 18, 1986, prepared for Nicholas & Deborah Demauro, by Howe Surveying Assoc., Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 157, Plan No. 67. The layout of a Town way substantially in the location of a private way known as Liberty Lane.



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22. Mackey Drive shown on plan titled Definitive Subdivision Plan of James Estates, Plan of Lots, Mackey Drive, Tyngsboro, MA, dated April 10, 1994, revised July 29, 1994, prepared for Mackey Construction, Co., by Lakeview Engineering (A division of the Engineering Design Group, Enterprises), recorded at the Middlesex North District Registry of Deeds in Plan Book 187, Plan No. 109. The layout of a Town way substantially in the location of a private way known as Mackey Drive.
23. Mayflower Way shown on plan titled Definitive Subdivision Plan, Olde Colony Hills, Scribner Hill Road, Tyngsborough, MA, dated February 14, 1990, revised May 4, 1990, prepared for Connell Construction, by Cuoco & Cormier, Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 173, Plan No. 50. The layout of a Town way substantially in the location of a private way known as Mayflower Way.
24. Michigan Road shown on plan titled Scribner Hill Estates, Definitive Subdivision, Plan of Land in Tyngsborough, MA, dated July 6, 1983, prepared for Winter Hill Development Corp., by Village Engineering & Surveying, recorded at the Middlesex North District Registry of Deeds in Plan Book 144, Plan No. 38. The layout of a Town way substantially in the location of a private way known as Michigan Road.
25. Minuteman Drive shown on plan titled Definitive Subdivision Plan, Olde Colony Hills, Scribner Hill Road, Tyngsborough, MA, dated February 14, 1990, revised May 4, 1990, prepared for Connell Construction, by Cuoco & Cormier, Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 173, Plan No. 50. The layout of a Town way substantially in the location of a private way known as Minuteman Drive.
26. Montana Drive shown on plan titled Massapoag Estates, "Definitive", Plan of Land in Tyngsborough, MA, dated May 1987, prepared for Gibraltar Development, Corp., by Campbell Luger Land Surveyors & Assoc. Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 180, Plan No. 35. The layout of a Town way substantially in the location of a private way known as Montana Drive.
27. Nevada Road shown on plan titled Scribner Hill Estates, Definitive Subdivision, Plan of Land in Tyngsborough, MA, dated July 6, 1983, prepared for Winter Hill Development Corp., by Village Engineering & Surveying, recorded at the Middlesex North District Registry of Deeds in Plan Book 144, Plan No. 38. The layout of a Town way substantially in the location of a private way known as Nevada Road.
28. Old Hickory Road shown on plan titled Plan of Land, Hickory Hill Estates in Tyngsborough, MA, dated October 25, 1996, prepared for Applewood Construction Corp., by Marchionda & Associates, LP, recorded at the Middlesex North District Registry of Deeds in Plan Book 193, Plan No. 12. The layout of a Town way substantially in the location of a private way known as Old Hickory Road.
29. Old Stonehill Road shown on plan titled Definitive Subdivision Plan, Swan Pond Estates, Tyngsborough, MA, dated July 20, 1995, prepared for A. M. Development, by Meisner Brem Corp., recorded at the Middlesex North District Registry of Deeds in Plan Book 189, Plan No. 148. The layout of a Town way substantially in the location of a private way known as Old Stonehill Road.
30. Pilgrim Circle shown on plan titled Definitive Subdivision Plan, Olde Colony Hills, Scribner Hill Road, Tyngsborough, MA, dated February 14, 1990, revised May 4, 1990, prepared for Connell Construction, by Cuoco & Cormier, Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 173, Plan No. 50. The layout of a Town way substantially in the location of a private way known as Pilgrim Circle.
31. Ridge Road shown on plan titled Mount Royal Estates, Subdivision, Plan of Land in Tyngsborough, MA, dated January 14, 1980, prepared for Draco Homes, Inc., by Gabor Szava-Kovats, recorded at the Middlesex North District Registry of Deeds in Plan Book



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- 133, Plan No. 7. The layout of a Town way substantially in the location of a private way known as Ridge Road.
32. Sleepy Hollow Lane, shown on plan titled As-Built Plan in Tyngsborough MA, dated May 10, 2007, prepared for Applewood Construction, prepared by Land Engineering & Environmental Services, Inc.. The layout of a Town way substantially in the location of a private way known as Sleepy Hollow Lane.
33. Strawberry Hill Lane shown on plan titled Plan of Land, Strawberry Hill Estates, Tyngsborough, MA, dated August 24, 1999, prepared for TBG Development Corp., by Howe Surveying Assoc., Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 201, Plan No. 68. The layout of a Town way substantially in the location of a private way known as Strawberry Hill Lane.
34. Sunset Way shown on plan titled Plan of Land, Sunset Way, Tyngsborough, MA, dated June 1, 1999, revised August 5, 1999, prepared for Wickens Contracting, by Howe Surveying Assoc., Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 201, Plan No. 120. The layout of a Town way substantially in the location of a private way known as Sunset Way.
35. Trinity Drive shown on plan titled Mount Royal Estates, Subdivision, Plan of Land in Tyngsborough, MA, dated January 14, 1980, prepared for Draco Homes, Inc., by Gabor Szava-Kovats, recorded at the Middlesex North District Registry of Deeds in Plan Book 133, Plan No. 7. The layout of a Town way substantially in the location of a private way known as Trinity Drive.
36. Vermont Road shown on plan titled Scribner Hill Estates, Definitive Subdivision, Plan of Land in Tyngsborough, MA, dated July 6, 1983, prepared for Winter Hill Development Corp., by Village Engineering & Surveying, recorded at the Middlesex North District Registry of Deeds in Plan Book 144, Plan No. 38. The layout of a Town way substantially in the location of a private way known as Vermont Road.
37. Violet Lane shown on plan titled Record Plan, Bridge Meadow Acres in Tyngsborough, MA, dated March 1993, revised April 2, 1993, prepared for Bridge Meadow Development, by Marchionda & Assoc., Inc., recorded at the Middlesex North District Registry of Deeds in Plan Book 182, Plan No. 20. The layout of a Town way substantially in the location of a private way known as Violet Lane.
38. Waterway Place shown on plan titled Definitive Subdivision Plan, "Waterway Place", Plan of Land in Tyngsborough, MA, dated July 1, 1994, prepared for Rural Concern Development, by William G. Troy & Associates, recorded at the Middlesex North District Registry of Deeds in Plan Book 192, Plan No. 5. The layout of a Town way substantially in the location of a private way known as Waterway Place.
39. Wintergreen Drive shown on plan titled The Pines, Subdivision, Plan of Land in Tyngsborough, MA, dated September 12, 1983, prepared for Draco Homes, Inc., by Ross Engineering Co., recorded at the Middlesex North District Registry of Deeds in Plan Book 146, Plan No. 33. The layout of a Town way substantially in the location of a private way known as Wintergreen Drive.

or take any other action relative thereto.

**Motion:** That the Town vote to accept the 39 roads as printed in Article 24, with an amendment on item 20 from 'Laurel' to 'Laurel Lane'.

**Action:** Does carry.

**Article 25.** To see if the Town will vote to amend Section 2.11.44 of the Town of Tyngsborough Zoning Bylaws by adding the phrase which is underlined; or take any other action relative thereto.

### **2.11.44 Business Uses**



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Personal Service Facility - Establishments providing services involving the care of a person or his or her apparel such as a barber shop, laundry or dry cleaning shop, diaper service, shoe repair shop, steam baths, reducing salons and health clubs, pet grooming, and clothing rental shop.

**Motion:** That the Town vote to approve this Article as printed.  
**Action:** Does carry unanimously.

**Article 26.** To see if the Town will vote to amend Section 2.11.50 of the Town of Tyngsborough Zoning Bylaws by deleting the phrase which is lined out and by adding the sentence which is underlined; or take any other action relative thereto.

**2.11.50 Accessory Use Regulations** – Accessory uses shall be permitted in all districts on the same lot with the principal use subject to the following provisions:

Utility/Storage sheds shall be an accessory use to all single and two family dwellings when said structure is 120 square feet or less (approximately 10ft x 12ft). Such structures shall require a setback of thirty (30) feet from front lot line and not less than ~~ten (10)~~ five (5) feet from side and rear lot lines. Utility/storage sheds larger than 120 square feet shall comply with the setback requirements of Section 2.12.50. Utility and storage sheds shall be used only to store household and garden equipment customarily used for dwellings.

**Above Ground Swimming Pools shall be an accessory use to all single and two family dwellings and require a setback of thirty (30) feet from front lot line and not less than ten (10) feet from side and rear lot lines. In-ground pools shall continue to adhere to the dimensional requirements of Section 2.12.50.**

**Motion:** That the Town vote to approve this Article as printed.  
**Action:** Does carry unanimously.

**Article 27.** To see if the Town will vote to amend Section 2.15.23 of the Town of Tyngsborough Zoning Bylaws by deleting the phrases which are lined out and by adding the phrases which are underlined; or take any other action relative thereto.

**2.15.23 Restoration** - Restoration of a nonconforming structure, damaged by fire, flood or other casualty or by vandalism, may be made without conformance to the provisions of this By-law or any amendment hereto, provided that such restoration shall have commenced within six months of the date the damage was sustained and that such restoration continue through to completion as continuously and expeditiously as is reasonable, provided that if the cost of such restoration shall exceed 50% of the fair market value of the structure immediately prior to such damage, as determined by the Building Inspector, such restoration shall only proceed if authorized by special permit **by the Zoning Board of Appeals** and if the ~~Planning Board~~ **Zoning Board of Appeals** shall find ~~s~~ that the restoration of the structure would not:

1. Substantially impinge upon any public right of way that adjoins the lot on which the structure is to be constructed;
2. Create a danger to public safety by reason of traffic access, flow and circulation; and
3. Be out of character with the traditional settlement and construction patterns of the area in which it is to be reconstructed.



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Note: The Board of Selectmen voted earlier to support this Article.
Motion: That the Town vote to approve this Article as printed.
Action: Does carry unanimously.

Article 28. To see if the Town will vote to amend Section 4.11.30 of the Town of Tyngsborough Zoning Bylaws by deleting the phrases which are lined out and by adding the phrases which are underlined; or take any other action relative thereto.

4.11.30 Decision Criteria

A special permit for a Major Industrial Complex shall be approved only upon determination by the Special Permit Granting Authority that the requirements of section 1.16.00 Special Permits including section 1.16.14 Mandatory Findings of Special Permit Granting Authority and the following additional criteria:

- 1. The proposed plan is consistent with any submittals made under section 4.20.20 4.11.20 and 4.20.21 4.11.21. or In the event of inconsistency, satisfactory explanation has been made shall be submitted showing why the departure is necessitated by changed conditions or earlier error, and that the departure does not reduce compliance with the objectives for the Major Industrial Complexes specified in section 4.20.10 4.11.10.
2. The Complex shall be so designed and located that annual average daily traffic is not increased 25 %, or more, above current levels at any point more than 1,000 feet from the site, with current levels being as determined by the Tyngsborough Planning Board; and shall be so located that resultant traffic is not above the capacity of roads and intersections at level of service "C" at any point within one mile of the premises, using definitions and methods of estimation as outlined by the Transportation Research Board Highway Capacity Manual, Special Report #209 or later editions.
3. Site design and storm water facilities shall be so designed that in a twenty-five year storm the peak storm water flows leaving the premises will not be increased more than 10% above current flows or cause design capacity of receiving structures or channel capacity of receiving streams to be exceeded.

Note: The Board of Selectmen voted earlier to support this Article.
Motion: That the Town vote to approve this Article as printed.
Action: Does carry unanimously.

Article 29. To see if the Town will vote to amend Section 4.15.30 of the Town of Tyngsborough Zoning Bylaws by deleting the number which is lined out and by adding the number which is underlined; or take any other action relative thereto.

4.15.30 Decision Criteria - A special permit for temporary independent living quarters shall be approved only upon a determination by the Special Permit Granting Authority that the requirements of Section 1.16.00 Special Permits including



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1.16.14 Mandatory Finding of Special Permit Granting Authority and the following additional criteria have been met:

- 2. That the total square foot areas of the proposed temporary independent living quarters shall not exceed ~~700~~ **1,200** square feet of living space.

**Motion:** That the Town vote to approve this Article as printed.
**Action:** Does carry unanimously.

**Article 30.** To see if the Town of Tyngsborough will vote to amend its Zoning Bylaw by adding a new Section 5.00.00 entitled, Interim Restriction/Moratorium for Medical Marijuana Treatment Centers as follows:

**5.00.00 INTERIM RESTRICTION/MORATORIUM FOR MEDICAL MARIJUANA TREATMENT CENTERS**

**5.10.00 Purpose.** At the November 6, 2012 state election, the voters of the Commonwealth approved legislation regulating the cultivation, distribution, possession and use of marijuana for medical purposes, which legislation became effective on January 1, 2013. The legislation requires the state Department of Public Health to issue regulations regarding implementation of the legislation by May 1, 2013 which are expected to provide guidance in regulating medical marijuana, including medical marijuana treatment centers. As the regulation of medical marijuana raises novel and complex legal and planning issues, the Town requires adequate time to consider whether to allow facilities associated with the medical use of marijuana, to the extent that such facilities are permitted under state laws and regulations, and, if so, where and under what conditions should such facilities be located in the Town of Tyngsborough. Therefore, the Town adopts this temporary moratorium on the use of land and structures in the Town for medical marijuana treatment centers in order to allow the Town sufficient time to engage in a planning process to address the potential impacts on adjacent uses and on general public health, safety and welfare, and to develop and enact zoning bylaws and other applicable regulations that appropriately address these considerations consistent with statewide regulations and permitting procedures, and in a manner consistent with sound land use planning goals and objectives.

**5.20.00 Definition.** A "Medical Marijuana Treatment Center" as defined under state law as a Massachusetts not-for-profit entity that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana or products containing marijuana and/or related supplies, or educational materials to qualifying patients or their personal caregivers, which is properly licensed and registered by the Massachusetts Department of Public Health.

**5.30.00 Exclusion of Other Marijuana Uses.** Any establishment that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana or products containing marijuana and/or related supplies, or educational materials to qualifying patients or their personal caregivers shall not be permitted if such establishment has not been properly licensed and registered by the Massachusetts Department of Public Health, or is not operated as a not-for-profit entity, or otherwise fails to meet the definition of a Medical Marijuana Treatment Center.



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- 5.40.00 Exclusion of Accessory Uses.** In no case shall the acquisition, cultivation, possession, processing, transference, transportation, sale, distribution, dispensing, or administration of marijuana, products containing or derived from marijuana, or related products be considered accessory to any use.
- 5.50.00 Interim Restriction/Moratorium.** Medical Marijuana Treatment Centers shall not be permitted in any zoning district in the Town of Tyngsborough so long as this section remains in effect, as set forth below. Use variances are strictly prohibited. During this moratorium period, the Town will undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the Department of Public Health regulations regarding medical marijuana treatment facilities and related uses, and enact zoning bylaws or other regulations to address the impact and operation of medical marijuana treatment centers and their related uses.
- 5.60.00 Expiration.** This section shall be effective for a period of twelve (12) months beginning at the date of the publication of the Planning Board's public hearing for this zoning amendment or until such future time that the Town Meeting enacts superseding zoning bylaws that set forth the allowed zoning districts, dimensional, parking and other requirements applicable to medical marijuana treatment centers and their related uses, whichever occurs first.
- 5.70.00 Severability.** If any provision of this bylaw is held invalid by a court of competent jurisdiction, the remainder of the bylaw shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this bylaw shall not affect the validity of the remainder of the Tyngsborough Zoning Bylaw.

or take any other action relative thereto.

**Motion:** That the Town vote to approve this Article as printed.  
**Action:** Moderator counted 3 opposed and in excess of 74 in favor. The Article does carry.

**Motion:** To adjourn the Annual Town Meeting.  
**Action:** Meeting adjourned at 9:12 pm.

Attest: a true copy.  
Joanne Shifres, Town Clerk



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**SPECIAL TOWN MEETING MINUTES  
May 21, 2013**

**Place:** Tyngsborough Elementary School  
**Moderator:** Robert L. Kydd, Jr.

**Time:** 7:42 pm  
**Voters:** 253

**Article 1.** To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, and/or appropriate by transfer from one or more municipal government accounts a sum of money to supplement various municipal government groups for fiscal year 2013, or take any other action relative thereto.

**Motion:** That the Town vote to appropriate by transfer from one or more municipal government accounts to supplement various municipal government accounts for fiscal year 2013 as follows:

<u>Acct</u>	<u>From</u>	<u>Amount</u>	<u>Acct</u>	<u>To</u>	<u>Amount</u>
122	Selectmen Salaries	\$ 35,500	122	Selectmen Road Acceptance Costs Expense	\$ 15,000
135	Accountant Salaries	\$ 3,000	136	Annual Audit Expense	\$ 3,700
141	Assessor Salaries	\$ 2,000	145	Treasurer Salaries	\$ 7,950
141	Overlay Surplus	\$ 185,000	159	Other Legal Services Exp.	\$ 7,500
145	Treasurer Expense	\$ 2,550	162	Elections/Registration Sal.	\$ 2,600
182	Economic Development Exp.	\$ 4,000	162	Elections/Registration Exp.	\$ 1,500
215	Communication Ctr. Sal.	\$ 10,000	192	Public Bldgs. & Prop. Exp.	\$ 15,000
241	Building Inspection Exp.	\$ 5,000	210	Police Salaries	\$ 30,000
244	Wgts & Measures Insp. Exp.	\$ 5,000	210	Police Expense	\$ 7,500
421	Hgwy & Streets Adm. Sal.	\$ 2,500	211	Police Station Expense	\$ 6,500
422	Hgwy & Streets Maint. Sal.	\$ 15,000	245	Electrical Inspection Sal.	\$ 600
491	Cemetery Salaries	\$ 10,000	423	Snow & Ice Removal Sal.	\$ 82,800
491	Cemetery Expense	\$ 2,000	423	Snow & Ice Removal Exp.	\$ 102,200
543	Veterans Services Salaries	\$ 4,300	424	Street Lighting Expense	\$ 13,000
543	Veterans Services Exp.	\$ 30,000	425	Vehicle Maintenance Exp.	\$ 10,000
940	Other Unclassified Exp.	\$ 8,000	630	Recreation Expense	\$ 18,000
		\$ 323,850			\$ 323,850

**Action:** Does carry.

**Article 2.** To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, and/or appropriate by transfer from one or more municipal government accounts an amount to be expended by the Sewer Commissioners, or take any other action relative thereto.

**Motion:** That the Town vote to transfer funds from Sewer Retained Earnings to the General Fund to reimburse for indirect costs associated with the Sewer Department, in the amount of \$96,337 for Fiscal Year 2013.

**Action:** Does carry.

**Article 3.** To see if the Town will vote raise and appropriate, appropriate by transfer from available funds, and/or appropriate by transfer from one or more municipal government accounts an amount to be expended by the Sewer Commission to pay a prior year's bill, or take any other action relative thereto.

**Motion:** That the Town vote to transfer funds from Sewer Retained Earnings to the General Fund to reimburse for indirect costs associated with the Sewer Department, in the amount of \$29,306 for FY2012.



The 2013 Annual Town Report

**Action:** Does carry.

**Motion:** To adjourn the Special Town Meeting and resume the Annual.

**Action:** Special Town Meeting adjourned at 7:50 pm.

Attest: a true copy.  
Joanne Shifres, Town Clerk



The 2013 Annual Town Report

COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH

SS.

To either of the Constables of the Town of Tyngsborough

**GREETING:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at

- Precinct 1 Early Childhood Center, 135 Coburn Road
- Precinct 2 Multi-Service Center, 160 Lakeview Avenue
- Precinct 3 Town Hall/Library, 25 Bryants Lane
- Precinct 4 Tyngsborough Elementary School, 205 Westford Road

on **TUESDAY, THE TWENTY-FIFTH OF JUNE, 2013**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State Election for the candidates for the following office:

**SENATOR IN CONGRESS. . . . FOR THIS COMMONWEALTH**

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 3rd day of June 2013.

/s/ Robert Jackson

/s/ Rick Reault

/s/ Karyn M. Puleo

/s/ Corliss F. Lambert

Selectmen of the Town of Tyngsborough

Pursuant to the foregoing Warrant, I have notified and warned the inhabitants of the Town of Tyngsborough by posting attesting copies of the same at the Town Hall, Lakeview Avenue Fire Station No. 2, Flint's Convenience Store, Kendall Road Fire Station No. 1, and the Community Center.

/s/ Allen Curseaden  
Constable

June 18, 2013  
Date



The 2013 Annual Town Report

**Special State Election  
June 25, 2013**

<b>ELIGIBLE VOTERS</b>	2,030	2,018	1,941	1,922	7,911
<b>VOTERS</b>	539	506	559	540	2,144
<b>PRECINCT VOTING %</b>	<b>26.55%</b>	<b>25.07%</b>	<b>28.80%</b>	<b>28.10%</b>	<b>27.10%</b>

	<b>PREC 1</b>	<b>PREC 2</b>	<b>PREC 3</b>	<b>PREC 4</b>	<b>TOTAL</b>
<b>SENATOR IN CONGRESS</b>					
Blanks:	0	0	0	2	<b>2</b>
Gabriel E. Gomez	343	323	349	367	<b>1,382</b>
Edward J. Markey	194	182	208	168	<b>752</b>
Richard A. Heos	2	1	1	2	<b>6</b>
Write-ins:			1	1	<b>2</b>
					<b>0</b>
					<b>0</b>
<b>TOTAL</b>	539	506	559	540	2,144

Attest: A true copy  
Joanne Shifres  
Town Clerk



The 2013 Annual Town Report  
Town Collector's Office

Collector: Gene Spickler, CMMC / Asst. Collector: Nancy Dutton / P-T Clerk: Sharon Tetreault

The Collector is a salaried official elected to a 3 year term and is responsible to collect the taxes committed by warrants and tax lists for real estate, community preservation, personal property, motor vehicle excise, PILOT-(Payment in Lieu of Taxes), sewer usage, covenants and liens. We also collect parking tickets and voluntary contributions to the Elderly/Disabled or Education Funds, as well as departmental fees for inspections, connections, permits, licenses, hearings, and other services as indicated on the next page under UNCOMMITTED DEPARTMENTAL RECEIPTS. Tax receipts, including interest & fees are recorded to the tax lists daily. Funds are turned over to the Treasurer weekly, with a list indicating accounts credited.

**COMPARISON OF FISCAL YEAR 2012 TO 2013**

TYPE	FY 2012	FY 2013	\$ DIFF	% +/-
Committed Tax Amounts	23,192,304.16	24,224,235.62	1,031,931.46	4.45%
Committed Tax Receipts	22,903,347.84	24,004,454.70	1,101,106.86	4.81%
Uncommitted Receipts	497,689.90	588,574.12	90,884.22	18.26%
Sewer Committed Amounts	1,173,945.49	1,224,835.09	50,889.60	4.33%
Sewer Committed Receipts	1,085,417.70	1,150,255.88	64,838.18	5.97%
Sewer Uncommitted Receipts	206,647.42	69,887.19	(136,760.23)	(66.18%)
Total Receipts to Treasurer	24,693,103.16	25,816,372.05	1,123,268.89	4.55%
Tax Rate	15.29	16.19	0.90	5.89%

**BALANCES BY ACCOUNT FOLLOW BELOW & ON THE NEXT PAGE**

**COLLECTOR'S FY 2013 SEWER BALANCES BY ACCOUNT - 7/1/12 THROUGH 6/30/13**

TAX YEAR & ACCOUNT TITLE	BEGINNING BALANCE	COMMITMENTS & ADJ	REFUNDS & ADJ	RECEIPTS TO TREASURER	ABT/EXMP & ADJ	ENDING BALANCE
<b>FY 2013</b>						<b>FY 2013</b>
Sewer Use		1,102,851.		1,006,395.	54,073.	<b>42,381.</b>
Sewer Covenant		36,188.		33,934.	1,315.	<b>937.</b>
Unpaid Liened as Tax		85,795.		75,381.	1,659.	<b>8,754.</b>
<b>FY 2012</b>						<b>FY 2012</b>
Sewer Use	53,085.		1,615.	24,457.	30,243.	<b>0.</b>
Sewer Covenant	1,704.			392.	1,312.	<b>0.</b>
Unpaid Liened as Tax	11,172.			7,006.	1,133.	<b>3,032.</b>
<b>FY 2011</b>						<b>FY 2011</b>
Unpaid Liened as Tax	4,707.			1,124.	1,124.	<b>2,457.</b>
<b>FY 2010</b>						<b>FY 2010</b>
Unpaid Liened as Tax	2,018.			769.	769.	<b>478.</b>
<b>FY 2009</b>						<b>FY 2009</b>
Unpaid Liened as Tax	1,191.			792.	399.	<b>0.</b>
<b>Committed Totals</b>	<b>73,880.</b>	<b>1,224,835.</b>	<b>1,615.</b>	<b>1,150,255.</b>	<b>92,033.</b>	<b>58,042.</b>
<b>Uncommitted Penalty Interest Receipts</b>				<b>3,200.</b>		
<b>Uncommitted Sewer Revenue Receipts</b>				<b>69,887.</b>		
<b>TOTAL SEWER RECEIPTS TO TREASURER</b>				<b>1,223,343.</b>		

**TOWN COLLECTOR'S FY 2013 BALANCES BY ACCOUNT - JULY 1, 2012 THROUGH JUNE 30, 2013**

TAX YEAR & ACCOUNT TITLE	BEGINNING BALANCE	COMMITMENTS & ADJUSTMENTS	REFUNDS & ADJUSTMENTS	RECEIPTS TO TREASURER	ABT/EXMP/ADJ & TAX TITLES	ENDING BALANCE
<b>FY 2013</b>						<b>FY 2013</b>
REAL ESTATE		21,450,376.42	100,251.09	20,945,756.92	238,322.36	<b>366,548.23</b>
RE SUPPLEMENTAL		16,729.45		14,206.90		<b>2,522.55</b>
CPA-Preservation Act		442,781.15		428,812.75	9,284.91	<b>4,683.49</b>
CPA-SUPPLEMENTAL		501.87		426.18		<b>75.69</b>
PERSONAL PROP		630,432.54	18,529.47	640,797.15	2,952.71	<b>5,212.15</b>
VEHICLE EXCISE		1,506,653.39	11,692.76	1,364,957.03	31,754.17	<b>121,634.95</b>
OTHER TAXES (Pilot)		15,549.90				<b>15,549.90</b>
<b>FY 2012</b>						<b>FY 2012</b>
REAL ESTATE & NEW ASSESSMENT	444,139.25		3,458.60	200,962.45	25,599.23	<b>221,036.17</b>
RE SUPPLEMENTAL	21,107.02		336.59	21,284.46		<b>159.15</b>
CPA - Act & NEW ASSESSMENT	7,692.77		103.76	3,943.18	494.01	<b>3,359.34</b>
CPA-SUPPLEMENTAL	531.15		1.82	525.86		<b>7.11</b>
PERSONAL PROP	4,381.57			569.38	22.94	<b>3,789.25</b>
VEHICLE EXCISE	67,369.77	161,210.90	14,230.50	204,090.03	18,370.88	<b>20,350.26</b>
OTHER TAXES (Pilot)	4,843.80			4,843.80		<b>0.00</b>
<b>FY 2011</b>						<b>FY 2011</b>
REAL ESTATE	245,906.00		3,372.46	67,116.10	24,191.02	<b>157,971.34</b>
RE SUPPLEMENTAL	261.34			261.34		<b>0.00</b>
CPA-Preservation Act	3,390.41		96.16	1,119.99	465.66	<b>1,900.92</b>
PERSONAL PROP	3,349.54		26.00	37.63	52.80	<b>3,285.11</b>
VEHICLE EXCISE	19,923.28		568.55	12,319.21	865.74	<b>7,306.88</b>
<b>FY 2010</b>						<b>FY 2010</b>
REAL ESTATE	177,320.76			52,326.88	19,487.52	<b>105,506.36</b>
RE SUPPLEMENTAL	546.65			546.65		<b>0.00</b>
CPA-Preservation Act	2,949.09			955.09	342.95	<b>1,651.05</b>
PERSONAL PROP	3,946.07			211.61		<b>3,734.46</b>
VEHICLE EXCISE	7,331.99			2,071.15	10.73	<b>5,250.11</b>
<b>FY 2009</b>						<b>FY 2009</b>
REAL ESTATE	92,349.61			33,463.55	19,687.29	<b>39,198.77</b>
CPA-Preservation Act	1,504.92			681.53	374.06	<b>449.33</b>
PERSONAL PROP	2,859.81			30.80		<b>2,829.01</b>
VEHICLE EXCISE	7,456.72			1,197.61	70.32	<b>6,188.79</b>
<b>FY 2008</b>						<b>FY 2008</b>
REAL ESTATE	25,584.47					<b>25,584.47</b>
CPA-Preservation Act	445.55					<b>445.55</b>
PERSONAL PROP	1,986.57			132.29		<b>1,854.28</b>
VEHICLE EXCISE	6,439.50			682.93		<b>5,756.57</b>
<b>FY 2000 - 2007</b>						<b>FY 2000 - 2007</b>
REAL ESTATE	80,706.96			124.25		<b>80,582.71</b>
CPA-Preservation Act	1,199.76					<b>1,199.76</b>
PERSONAL PROP	9,023.15					<b>9,023.15</b>
<b>TOTALS</b>	<b>1,244,547.48</b>	<b>24,224,235.62</b>	<b>152,667.76</b>	<b>24,004,454.70</b>	<b>392,349.30</b>	<b>1,224,646.86</b>

**UNCOMMITTED TAX OFFICE RECEIPTS**

RE-PP INTEREST	95,733.54
CPA INTEREST	1,559.51
MV INTEREST	8,759.30
EARNED INTEREST	73.52
PENALTY FEES	57,285.00
DEPUTY FEES	21,769.50
RMV FEES	9,240.00
MLC PREPERATION	28,100.00
DUPLICATE BILLS	4,924.50
MISC. RECEIPTS	635.68
PAA (mv pd after abt)	853.49
PARKING TICKETS	345.00
ELD/DISABLED FUND	1,683.00
EDUCATION FUND	126.00
FY 2013 Tax Prepayments	47,409.18
<b>TOTAL UNCOMMITTED</b>	<b>278,497.22</b>

**FY 2013 TOTAL RECEIPTS**

<b>COMMITTED TAXES</b>	<b>24,004,454.70</b>
<b>UNCOMMITTED (non sewer)</b>	<b>588,574.12</b>
<b>TOTAL SEWER (prev page)</b>	<b>1,223,343.23</b>
<b>TOTAL TO TREASURER</b>	<b>25,816,372.05</b>

**UNCOMMITTED DEPARTMENTAL RECEIPTS**

INSPECTIONAL DEPARTMENTS		BOARD OF HEALTH	
BLD	178,263.09	LICENSE	16,760.00
ELEC	29,790.10	PERMIT	18,550.00
GAS	11,105.00	BULKY ITEMS	10,740.00
PLB	12,565.00	RECYCLE	534.00
TRENCH	1,735.00	TRASH BINS	12,000.00
		COMPOST	120.00
<b>TOTAL INSPECT</b>	<b>233,458.19</b>	MISC.	128.48
		MED. REIMB.	
<b>ZONING BOARD OF APPEALS</b>			
HEARING	5,020.00		
MISC.			
<b>TOTAL ZBA</b>	<b>5,020.00</b>	<b>TOTAL BOH</b>	<b>58,832.48</b>

**CONSERVATION COMMISSION**

**PLANNING BOARD**

BYLAW - REVOL	2,781.00	ENGINEERING	
ENGINEERING		FILING/HEAR	4,426.72
HEARING	1,605.90	MAPS/BOOKS	68.00
OTHER - MISC.	79.61	MISC.	10.00
WETLAND	3,795.00		
<b>TOTAL CONS</b>	<b>8,261.51</b>	<b>TOTAL PLN BRD</b>	<b>4,504.72</b>



The 2013 Annual Town Report  
Office of the Town Treasurer

Kerry Colburn-Dion, Treasurer / Finance Coordinator  
978-649-2300 x125, kcolburn@tyngsboroughma.gov

To the Honorable Board of Selectmen and the Citizens of Tyngsborough:

The Treasurer's office performs various functions and provides services as follows:

**Cash Management**

Cash Management involves cash flow forecasting, investing, and borrowing. It is the responsibility of this office to ensure that Town government, with the proper management of its cash, can function in a smooth and orderly fashion. The goal is to optimize the investment of funds and borrow in a prudent and fiscally responsible manner, always with safety and liquidity of primary importance. During 2013, the focus continued to be on protection of the Town's funds via collateralization.

A 12 month short-term note was issued during the year in the amount of \$2.5 million for the renovation of the Old Town Hall at an interest rate of 1%. In addition, the Town issued a Bond totaling \$1,495,000 at 2.591% for fire and highway vehicles, the completion of the highway wash station, bleachers at Pierce Field, a wood chipper, school boilers, the Town Master Plan, remodel of the Town offices, and technology for the schools. In the summer of 2013, the Town participated in a Moody's rating review, whereby Moody's affirmed the Town's general bond rating of Aa3 and issued a short term note rating of MIG 1.

**Payroll & Personnel**

The Town purchases health insurance together with a group of municipalities known as the Minuteman Nashoba Health Group. Our self-insured health plans include Tufts, Harvard Pilgrim and Fallon. During 2013, employees' health care premiums decreased by up to 2%. At the year end, there were 239 Town employees with health insurance coverage. The Town also contributes 50% toward the cost of health premiums for 118 retirees.

The payroll is prepared in-house with an integrated accounting system. In addition, this department administers various benefit programs, payroll deductions, and payroll withholding taxes. During calendar year 2013, 625 individuals were on the Town's payroll roster.

**Trust Funds**

The Treasurer is the custodian of all Town Trust Funds. These funds cover Library, Scholarship, Cemetery, Conservation, Charity, and miscellaneous other funds. As of June 30, 2013, \$703,250 was distributed among 30 individual funds in cash and equivalents. The Town engages the services of a local investment company, which specializes in the municipal market, to manage the Town Trust Fund portfolio.

**Tax Title & Deferred Accounts**

When taxes become seriously delinquent, the Tax Collector places a lien on the property, and the unpaid bill, known as a Tax Title account, becomes the responsibility of the Treasurer for control and collection. This office also monitors and collects elderly deferred accounts. As of June 30, 2013, \$1,150,030 was the principal amount due (excluding interest) in Tax Title and elderly deferred accounts. Many of the properties are commercial/industrial and vacant land.

Respectfully submitted,  
Kerry Colburn-Dion, Treasurer / Finance Coordinator  
Gloria Clancy, Assistant Treasurer  
Kathleen Cayer, Payroll Administrator



## The 2013 Annual Town Report Veterans' Services Department

The Veterans' Services Department continues an aggressive outreach program to bring benefit information to our needy veterans and their widows. This outreach has more than doubled the number of families that we assist on a daily basis. We provide financial and medical assistance based on family income and assets. Single veteran/widow monthly gross income of \$1,915.00 or below and a couple monthly gross income \$2,585.00 or below. A car and home is NOT countable income. The veterans' benefits budget will exceed \$260,000 in FY-14 of which 75% is reimbursed to the town from the Commonwealth of Massachusetts.

The Massachusetts legislature has provided a bonus for our members of the armed forces who have served in harm's way since September 11, 2001. A \$1,000.00 bonus for those who served in Iraq and Afghanistan. A \$500.00 bonus for those who served elsewhere around the world. Also, an increase in annuities to \$2,000.00 annually for our 100% service-connected disabled veterans, Gold Star Parents and Gold Star Spouses!

The Veterans' Services Department is a one-stop center for Veterans and their dependents. We are committed to aid, counsel, and assist. My office has seen a marked increase in filing claims for our returning veterans from Iraq and Afghanistan. Most of those claims are for battlefield injuries including post-traumatic stress disorder (PTSD). The following information may be of some assistance.

Some of the services we provide are as follows – assistance with filing for domiciliary care, nursing home care, health care enrollment, outpatient pharmacy services, agent orange and gulf war claims, alcohol and drug dependence treatment, education and training, home loan guarantees, service life insurance, burial benefits including headstones and markers, bonuses, license plates, record retention, Massachusetts veterans' cemeteries, women veterans issues, homeless veterans, replacing military records and medals, review of discharges, social security and SSI assistance, veterans' preference in employment and housing, real estate tax abatements, along with many more benefits and entitlements.

There are approximately 1,180 veterans residing in Tyngsborough. The Veterans' Services Department assists many of these veterans in filing disability compensation claims with the Veterans Administration. We have been successful in delivering over \$2.55 million in financial benefits to our deserving Tyngsborough veterans! Respect, Courtesy, Confidentiality is our motto! We advocate for veterans whatever their needs. If you are a Veteran, Widow or Dependent of a Veteran who needs these services, we are available in the Town Hall, Monday through Friday, (978) 649-2300 x131, [veteransagent@tyngsboroughma.gov](mailto:veteransagent@tyngsboroughma.gov).

Respectfully submitted,  
Christopher W. Dery, Veterans' Agent



## The 2013 Annual Town Report Zoning Board of Appeals

Claire Cloutier, Chairman  
Robb Kydd, Vice Chairman  
Christine Mechalides  
Pamela Berman- Administrative Assistant

Cheryl Bradley  
Joseph Polin  
Scott Bordeleau, Associate Member

The Tyngsborough Zoning Board of Appeals continues to work with the Tyngsborough Building Commissioner to provide valuable assistance to residents and project developers.

The Zoning Board of Appeals held 9 public meetings in 2013 and heard 9 requests for Variances and/or Special Permits.

The Board continued to monitor the active 40B developments located in Town with the issuance of a comprehensive project status report for all existing 40B projects which aided the Board in addressing the outstanding issues associated with each project. There were no new 40B project applications received during this period.

The Board is also pleased to report that the new Senior Center is in the design stages, as the Wyndbrook 40B project has reached the units sold threshold. Construction is slated to begin sometime in 2014.

In addition, the Board continues to diligently monitor and maintain 40B project engineer inspection account funding per the Comprehensive Permit conditions. This is an important component of the Comprehensive Permit as it protects the Town from the financial burdens of these types of large projects.

Finally, rising costs prompted the Board to revise its application fees in order to maintain a net-zero cost to the Town.



## The 2013 Annual Town Report Tyngsborough Elementary School

To the Community of Tyngsborough,

At the elementary school, we continually strive to ensure that your children are provided with every opportunity to reach their fullest potential. We work hard to create a dynamic learning environment where our students can learn and grow. At TES, we show our care and commitment for our students through our expectations of them. We expect students to work hard and learn. We expect them to respect one another. We expect our students to do their best. We expect and encourage parents/guardians to be equal partners in their child's learning. And, we hold ourselves to these same high standards. Our goal is to expertly and passionately educate students as we prepare them for their global future.

We are a large elementary school, filled with the energy, enthusiasm, and smiling faces of almost 900 students. Despite the large size, our goal is to give families the personal attention they deserve. This year, in an effort to achieve this goal, we have established two small learning communities within the building: a Lower Elementary School (Preschool–Grade 2) and Upper Elementary School (Grades 3–5).

Academically this year, we have continued to work towards and address our schoolwide literacy focus that states, "Every student is a skillful and enthusiastic reader and writer across the curriculum, which is demonstrated by ongoing formative and summative assessments." We once again obtained a grant from the DESE that enabled us the opportunity to work with literacy consultants from Teaching and Learning Alliance (TLA). Over the last four years, this partnership between TES and TLA has greatly improved the teaching and learning that takes place within our school. As a result of this professional development, our teachers have, once again, continued to grow as educators, strengthen their pedagogy, and enhance their instructional practices in Readers' Workshop and Writers Workshop. This year, TES had the opportunity to host more literacy-based guided observations, which allow educators from neighboring communities to learn and grow by observing TES teachers "in action".

From a mathematics perspective, we have worked to integrate a workshop model into our mathematics classrooms while continuing to enhance and expand upon the curriculum and the teaching and learning that takes place each day. We work to ensure that our students have a greater understanding of mathematical practices, and to utilize best practices as mathematicians to solve complex problems. Our mathematics curriculum seamlessly and effectively incorporates and integrates the use of technology while delivering a balance of mathematical investigation and skill development. The utilization of technology provides interactive activities that capture the attention and interest of students, while also providing real-time feedback and assessment data to teachers.

In an effort to further foster a love of reading within our learning community, TES has hosted or participated in various reading activities throughout the year. Some of these activities have connected our students to their community locally (i.e., Community Reading Day, Family Read Aloud, Family Literacy Night, and Mystery Reader Month) and some have even connected them to readers in other parts of the state, country, and world (i.e., Massachusetts Children's Book Award Program, Read Across America Day, and The Global Read Aloud)!

Social-emotional learning is an integral piece of a student's day here at TES. We have defined our social-emotional learning expectations as those that identify civic and character education as vitally important to the development of well-rounded students. So, as we reorganized our school, we worked to develop and adopt core values, in which, students, staff, and families were challenged to embrace the true meaning of Sincerity, Teamwork, Respect, Inclusion, Perseverance, and Empathy (STRIPES). Our goal was to create a community in which all participants have a greater respect and active concern for others. We have built this respectful community by expecting our students, staff, and families to "Show their STRIPES!"

Respectfully submitted,  
Kerry Cavanaugh, Principal

Scott Middlemiss, Associate Principal, Grades 3-5

The 2013 Annual Town Report  
[www.tyngsboroughma.gov](http://www.tyngsboroughma.gov)



## The 2013 Annual Town Report Tyngsborough Middle School

To the Community of Tyngsborough,

Over the course of the past year, Tyngsborough Middle School has worked diligently to provide an education for our young adolescents that meets not only our state's rigorous academic standards, but seeks to identify and foster strong relationships between students and the adults who support them. It is a privilege to work alongside our students as they grow from unsure, young 6<sup>th</sup> graders to the confident and mostly independent young adults they are when leaving our building at the end of 8<sup>th</sup> grade.

The overall population of the middle school has remained stable this past year, although the influx of new students in 6<sup>th</sup> grade was noticeable! We continue to house more than 460 students and close to 60 staff members in our building, and take pride in the ways we continue to adapt and change teaching spaces within the confines of an outdated structure. In addition to the efforts of our educators, our maintenance and kitchen staffs are constantly seeking new opportunities and ideas on improving life in our school. I am proud to be involved in daily conversations that are student centered and collaborative across all domains.

Academically this year our staff has continued efforts to integrate literacy skills across all content areas. This will continue each year as the worlds of scientists, mathematicians, and historians (as well as artists, athletes, thespians, technology specialists, and other "non-reading" domains) develop into young adult/non-fiction articles, short stories, poetry, and novels like never before. Our students have increasingly learned to differentiate between reliable digital sources and those without academic merit; they continue to learn "how to" read a text electronically or auditorily, and distinguish the differences by continuing to hold actual hard copy books; and most importantly across our building students excel at citing the passage, problem, data set, or link which supports their answer to any question.

Our school maintains a strong connection with the high school as the Norris Road campus. We share staff and students between our two buildings, and the opportunities for peer tutoring or shadowing, athletics, and expanded learning for all students are unique and ever changing. Additionally, over the past year our increased collaboration with the Tyngsborough Police and Fire Departments, as well as TPS Central Office has improved the safety, security, and practices across both schools. Collaboratively we have rehearsed and drilled for a multitude of scenarios and while we all hope to never need to do anything but drill, our preparedness is better than ever before!

Tyngsborough Middle School is strongly bolstered by our families and the organizations that dedicate endless time, money, and efforts to support us. There is commitment to academic achievement, as well as to excellence in enrichment, athletics, and extracurricular activities. Highlights from Tyngsborough Middle School can always be found on our school website, Facebook page, and through our Twitter feed, and we welcome you to learn more about our day-to-day operations at your own convenience.

Respectfully submitted,  
Mary Alise Herrera, Principal



## The 2013 Annual Town Report Tyngsborough High School

To the Community of Tyngsborough,

It is my pleasure to provide an update on the progress and direction of Tyngsborough High School. We are committed to providing our students with the skills they need to succeed in the global economy. Our focus on our Core Values as well as our expectations regarding the mastering of 21<sup>st</sup> Century skills are meant to provide a foundation for our students as they venture into continuing their education, entering the workforce or proudly serving in our nation's armed forces. Our staff has worked diligently to train our students to think independently as well as work collaboratively and their focus rests equally between building important skills and dispensing factual knowledge.

We have committed to incorporating 21<sup>st</sup> Century Skills skills throughout our curriculum and in all other facets of our school culture. A part of this has been our drive to highlight opportunities for service and greater community involvement. We are proud of the many endeavors that our students have participated in, including multiple projects originating in our Service Learning class and were also proud to see twelve students head to Tuscaloosa, Alabama in March to work with Habitat for Humanity for the second straight year. Our newly formed Student Senate has also committed to a community project for the spring. As always, our National Honor Society students complete volunteer opportunities on a regular basis as part of their commitment to that organization. In attempting to prepare students for their global future we have also attempted to provide a wider range of travel opportunities for our students. This year 25% of our juniors and seniors took part in travel. In addition to our Alabama group, over 40 students traveled to Italy on a cultural excursion to Florence and Rome. Over 20 freshmen and sophomores participated in a marine biology adventure in Florida. More opportunities are being planned for next year as well.

Our students receive so many wonderful opportunities inside the and outside the classroom. These opportunities cannot be fully funded within our budget and we are so fortunate to receive assistance from many groups within our town. We are forever grateful for the support of these organizations as well as individuals who are generous financially and with their time, to make sure that our students enjoy a well-rounded high school experience. Specifically we would like to recognize the efforts of The Education Foundation of Tyngsborough, The Tiger Pride Club, the Grad Night Committee, the Tyngsborough Scholarship Trust, Friends of Tyngsborough Theatre, the Tyngsborough Music Parents Association and the Tiger Football Club. Tyngsborough is truly a community in every sense of the word and I am proud and honored to be a part of it.

Respectfully submitted,  
Michael Woodlock, Principal



## The 2013 Annual Town Report Tyngsborough Public Schools – Student Services

To the Community of Tyngsborough,

It has been a busy year for Student Support Services with continued improvement in many aspects of the department and district including, but not limited to, English Language Learner Education, Special Education services, Section 504, Homebound/Hospital services, Homeless services, Nursing, and School Counseling.

The year started off with our English Language Learner (ELL) students participating in the newly introduced "Assessing Comprehension and Communication in English State-to-State (ACCESS)" testing. This assessment is given to students in Kindergarten through 12<sup>th</sup> grade to identify their English proficiency in listening, speaking, reading and writing. Continued work in ELL will take place next year specific to RETELL (Rethinking Equity & Teaching for English Language Learners) through training, which will help core academic teachers support students with limited English proficiency in their classrooms.

In Special Education we continue to have a highly dedicated, caring, and professional staff within each of our buildings that support students each day. Our professional learning communities provide teachers the opportunity to participate in collaborative learning and program solving related to their teaching, and is led by our Special Education Facilitators. These administrative positions allow building-based teams to make all relevant decisions regarding special education and to ensure open lines of communication for our families. We are proud of the continued work and enhancements to our sub-separate programs, co-taught classes, and fully integrated classrooms throughout the district.

Students attending Tyngsborough Public Schools have a comprehensive academic and social program as part of their experience. Within the area of Support Services each of our schools are represented with professionals to best support students' social emotional experience. Professionals include but are not limited to Nursing, School Counseling, Occupational Therapy, Physical Therapy, Speech and Language Pathologists, and School Psychologists. The work and expertise of these individuals help support our students, families and faculty.

We are committed to providing a quality educational environment for all students and strongly believe that developing and maintaining strong partnerships with families is essential for student success. We value family relationships and encourage ongoing communication.

In closing, the Student Services Department works collaboratively to coordinate programming and professional development to best serve the students and staff of TPS. We are committed to providing a quality education, and support services to help our students to meet with success.

Respectfully submitted,  
Sarah Lewenczuk, Director of Student Services

**Greater Lowell Technical High School District  
Annual Report**

The Greater Lowell Technical High School Committee meets in the Administrative Office (Room 2260), 250 Pawtucket Boulevard, Tyngsborough, Massachusetts. Meetings are public and district residents are welcome to attend. School Committee and sub-committee meeting schedule, past meeting minutes, and the current fiscal year budget are listed on the school's web site at [www.gltech.org](http://www.gltech.org).

**MISSION STATEMENT**

Greater Lowell Technical High School commits to ensure students' readiness for career, college, and citizenship in the 21st century. We challenge and support students as they realize their individual potential for personal and professional success.

**FINANCES**

<u>Revenue</u>	<u>2013 - 2014</u>
1. Excess and Deficiency	\$325,000
E & D & Reserves – Transportation	\$132,000
2. Assessments: includes minimum contribution, and transportation aid	
Dracut	\$3,612,786
Dunstable	\$184,059
Lowell	\$6,230,555
Tyngsborough	<u>\$1,275,307</u>
Total	\$11,302,707
3. State Aid	
Chapter 70	\$23,630,877
Transportation	<u>\$1,020,286</u>
Total State Aid	<u>\$24,651,163</u>
 TOTAL REVENUE	 \$36,410,870
 <u>Expenses</u>	
1. Operating	
Instruction	\$17,286,060
Plant	\$3,259,167
Fixed Charges	\$8,257,366
Administration	\$2,468,572
Other Services	\$4,802,187
Programs w/other Districts	\$279,218
Debt	\$58,300
 TOTAL BUDGET	 \$36,410,870

**MCAS**

Greater Lowell Technical High School's first time passing rates are as follows: English 96%, math 90%, and science 92%. The passing rate continues to improve. Students scoring in the Advanced and Proficient categories are as follows: English 85%, math 69%, and science 63%.

**POSTSECONDARY AND LPN PROGRAMS**

Postsecondary - The Executive Committee of the Commission of the Council on Occupational Education (COE) granted accreditation to Greater Lowell Technical School Post Secondary programs as a result of a recent institutional review and evaluation. Greater Lowell offers a variety of choices for those

interested in improving job skills, changing careers or simply pursuing a leisure-time interest. More than 650 students took postsecondary courses during the past school year. Students can earn certificates of completion in many of the courses including vocational-technical courses for licensure, postsecondary career courses, and enrichment courses.

LPN - The Practical Nursing Program is a 40-week, postsecondary course with 1,097 hours of classroom and clinical instruction. After completing the program, graduates are eligible to take the National Council of Licensing Examination - Practical Nursing, with 96.55% of the students passing the exam on their first attempt. To accommodate diverse schedules, both a daytime and an evening/weekends division are offered.

### **COMMUNITY INVOLVEMENT**

Greater Lowell Technical High School takes pride in giving back to the member communities. Examples include: free auto care inspections, partnering with Habitat for Humanity on a home project, auto work for town vehicles, the restoration of a statue at a local cemetery, electrical work at Living Waters community outreach center, food drives for local food pantry, and various fundraising efforts for local organizations.

### **BOARD MEMBERS**

Victor Olson	2014	Dracut
Paul Morin	2015	Dracut
David Tully	2015	Dunstable
Fred Bahou	2017	Lowell
Raymond Boutin	2015	Lowell
Erik Gitschier	2015	Lowell
George O'Hare	2017	Lowell
George Tatseos	2015	Tyngsborough

## **Dracut Water Supply District Annual Report**

As another fiscal year comes to a close for the District, I am pleased to report that the Dracut Water Supply District remains financially sound and continues to strive to improve services to our customers.

The State has been developing new regulations that will apply to all public water systems in the near future. The District has been monitoring how these new regulations will affect our sources of water. It is becoming very clear that there will be an increased cost to provide water in the future under these new regulations. I urge you to be aware of these potential increases and to take an active role by commenting on these regulations as the State publishes them for public comment.

The District continues to pursue improvements in the Master Plan while maintaining costs. Major improvements to your water system included the following:

- Construction of new replacement wells began in the Tyngsboro Well Field
- Engineering design for 3 booster pump station upgrades
- Exploratory well drilling in the New Boston Well Field
- Design for new security at all locations in the water system

The District has also begun developing plans for a new and improved web page that will be more user friendly. It's expected that the new web design will be rolled out in early 2014.

The financial audit report shows a strong financial picture with credit going to the careful management of spending along with consistent and fair implementation of the District's bill collection procedures.

I am pleased to announce that the District continues giving credit to senior citizens and conservation credits for customers using water wisely.

The Water Commissioners continue to lead the District through their work ethic and strong leadership style. I am proud to lead a **strong team** of employees that take pride in their work. Without this dedicated team, the District cannot be a successful public water system. I am grateful to be able to be working with them.

I would like to thank the customers and ratepayers for their continued support of the District. I often have people commenting on the District as a well-run organization.

I pledge to continue to work on the behalf of all the District customers and I welcome your constructive criticism in order to improve the efficiency of the District operations.

Respectfully,  
Mark R. Riopelle  
Executive Director – Superintendent  
Dracut Water Supply District

## **North Chelmsford Water District Annual Report**

### **Commissioners:**

Bruce H. Clark, Chairman  
Leslie H. Adams, Jr.  
Robert M. Leavitt, Clerk

### **Employees:**

William G. Jones, Jr.  
Gene A. Silva  
Robert J. Cossette  
John H. Daughraty  
John E. Viegas  
Eliana M. Morales, Office Assistant

### **Management:**

Bruce J. Harper, Sr., Superintendent  
Christine M. McCarthy, Treasurer/Office Mgr.

To the Citizens of Tyngsborough:

The North Chelmsford Water District was originally established in 1906 as the North Chelmsford Fire District with the purpose of providing an abundant supply of pure water for drinking purposes and fire protection for 200 service connections. In 1946, by Chapter 72 of the Acts of 1946, the District became known by its current name.

Today, the District has approximately 2,800 service connections, with just under 100 service connections in Tyngsborough. The North Chelmsford Water District remains committed to providing residents with a safe, reliable supply of high-quality drinking water. Our water is tested using sophisticated equipment and advanced procedures. The District's water is sourced from 4 gravel packed wells located in the Bomil Well Field. We pump water from the 4 wells and pipe it to a state-of-the-art Ultrafiltration Treatment Plant. At the Treatment Plant, Chlorine Dioxide is added to oxidize iron and manganese to aid in its removal from the water supply. Potassium Hydroxide is added to adjust the pH and aid in corrosion control, and Poly Aluminum Chloride is added to aid in the filtration process. Prior to sending the finished water to the distribution system, we add chlorine to maintain a residual level between .45 to .75 milligrams per liter. We do not add fluoride to the water supply. Our water meets or exceeds all State and Federal Standards.

A three member Board of Water Commissioners, elected by the water takers of North Chelmsford monitors the operations of the North Chelmsford Water District. Current members are Chairman, Bruce H. Clark, Leslie H. Adams, Jr., and Robert M. Leavitt, Clerk.

Commissioners meet on the first Monday of each month at 6:00PM at the Water District office. All meeting times and agendas are posted at the Chelmsford Town Hall. Those who wish to meet with the Commissioners are asked to put their request in writing and they will be added to the next agenda. We encourage public interest and participation in our decisions affecting drinking water.

The Water District office is located at 64 Washington Street, N. Chelmsford, MA. The office hours are 7:00AM to 3:30PM Monday through Friday. A member of our maintenance staff is on-call at all times. After hours, the answering service takes messages and will page the on call person for water emergencies.

Our contact information:

Phone: 978-251-3931  
Fax: 978-251-1181  
Email: [northchelmsfordw@aol.com](mailto:northchelmsfordw@aol.com)  
Website: [www.northchelmsfordwater.com](http://www.northchelmsfordwater.com)

We invite you to visit our website to find information on our current water rates, rules & regulations, Consumer Confidence Report, Summer Water Management Program, pay your bill, and to view helpful links.

## **The Tyngsborough Housing Authority Annual Report**

The Tyngsborough Housing Authority (THA) was established in 1979 and is responsible for all state public housing programs in town. Currently the THA has 86 senior, 8 congregate, 14 family, and 8 units for Department of Mental retardation clients. All housing applications are prioritized according to the state Department of Housing and Community Development (DHCD) guidelines. Tyngsborough resident veterans and Tyngsborough residents, receive preference for housing.

The THA consists of a five member non-salaried Board of Commissioners, who serve staggered five year terms. Four members are elected by town voters and one member is appointed by the Governor to a five year term. The Governor's seat is currently vacant as the Governor hasn't filled the seat. The Board meets on the last Wednesday of each month, alternating between the Community Rooms at Brinley Terrace at 198 Middlesex Road and the Red Pine Terrace at 186 Frost Road. The Authority has two developments for seniors and people with disabilities: **BRINLEY TERRACE, 198 Middlesex Road** is a 54-unit development of two story buildings in a lovely village setting on 5 acres. **RED PINE TERRACE, 186 Frost Road** is an accessible 32-unit, two-story building on 8 wooded acres. Each apartment has a refrigerator, stove, generous closet space, and wall to wall carpeting. Heat, electric and hot water are included in the rent. There are on site laundry facilities and parking. The maintenance staff cares for the lawn, removes snow and responds to emergencies. **Red Pine Terrace has 14 family units**, two of which are wheelchair accessible. The two and three bedroom apartments are designed for families and have a refrigerator, stove, generous closet space, washer/dryer hookups, storage sheds and parking. **CONGREGATE UNITS** are a group living situation offering four private rooms and a shared kitchen, living room, dining room, and bathrooms. Meals, housekeeping, personal care, laundry services and shopping are provided by the servicing agency. Red Pine Terrace's congregate unit is for persons needing some assistance in daily living with Elder Services of the Merrimack Valley, Inc. providing the services. Brinley Terrace's congregate unit is currently vacant and currently looking to convert this into two apartments. **LIVE OAK TERRACE, 130 Coburn Road** is a residential development for Massachusetts DMR's clients.

**ELIGIBILITY FOR HOUSING** is limited to seniors 60 years or older, people with disabilities under age 60, and persons 18 years of age with a need for family housing. The household's income must be below the following amounts: One person \$45,500 Two persons \$52,000 Three persons \$58,500 Four persons \$65,000 Five persons \$70,200 Six persons \$75,400.

The Commissioners and the Executive Director wish to thank the following organizations for their efforts: The Tyngsborough Highway Department for sanding and salting the Authority's developments during the winter months. Middlesex Sheriff's Community Work Program for providing eligible inmates to undertake strong manual labor and specialty projects. The Tyngsborough Garden club for the lovely spring and fall plantings at Brinley Terrace. Cub Scout troop and Girl Scout troop for its wonderful holiday caroling at Brinley Terrace, Cub Scout troop for Valentine dinner at Brinley. The VNA of Greater Lowell for providing monthly health screenings for seniors. The trial Court's Community Work Program for grounds-keeping and housekeeping efforts. The Manolis Family Foundation, Inc./Project Helping Hands for their generous donation of Thanksgiving Baskets to the residents of Tyngsborough Housing Authority. The U.S. Marine Corps Reserve Toys for Tots Program for providing Christmas gifts to the Red Pine Terrace families. The Wish Project in Lowell for Mother's Day bags, Christmas bags for seniors, backpacks full of school supplies and Christmas Wishes for Red Pine Terrace children.

The Tyngsborough Housing Board of Commissioners was active in getting our project going to build additional family units at our Red Pine Terrace location.

The Tyngsborough Housing Authority's office is located at Brinley Terrace, 198 Middlesex Road. Office hours are 9 A.M. – 2 P.M. Monday thru Friday. For applications or information, please call 978-649-9941 or printout an application from our website at [www.tyngsboroaha.org](http://www.tyngsboroaha.org).

Respectfully submitted,  
Richard "Rick" Deleo, Jr., Chairperson, John Pelletier, Vice-Chairperson, Margaret "Peg" Giguere, Treasurer, Corliss "Cory" Lambert, Asst. Treasurer



The 2013 Annual Town Report  
Acknowledgements

Annual Town Report Published by Ann Tinnirella, Carbon Colors of Dracut.

We sincerely thank all Boards, Commissions, Committees, Departments of the Town of Tyngsborough and all governmental organizations in Tyngsborough for submitting a report.

Special thanks to Rony Camille, Media Director for the beautiful cover page and to Therese Gay, Administrative Assistant for organizing the submitted reports.

Please note that the Employee Wage List is posted on the Town's website ([www.tyngsboroughma.gov](http://www.tyngsboroughma.gov)) under Important Documents and is available by request in the Board of Selectmen's Office.