

# **BURLINGTON, MASSACHUSETTS ANNUAL REPORT**



**OF THE TOWN OFFICERS / YEAR ENDING DECEMBER 2005**

**ANNUAL REPORT**  
**OF THE**  
**TOWN OFFICERS**  
**YEAR ENDING**  
**DECEMBER 2005**



**BURLINGTON**  
**MASSACHUSETTS**



## *In Memoriam*

**Mary Connolly**

School Cafeteria - Retired

**Stanley Cooper**

Call Firefighter - Retired

**Richard Coughlin**

School Custodian - Retired

**Mario Culot**

Board of Appeals

**Phyllis Currie**

School Clerk - Retired

**Sundrina (Raynor) DeAngelis**

School Cafeteria - Retired

**Loretta Dominick**

School Cafeteria - Retired

**Delia Dwyer**

School Teacher - Retired

**Helen Ferren**

Original Town Meeting Member

**Jeanne Garrett**

Council on Aging - Retired

**Dr. Janet Gilmore**

School Psychologist - Active

**Malcom Harrison Graham**

Housing Authority

**Linda Gulla**

School Teacher - Active

**Alice Haney**

School Cafeteria - Retired

**Elinor Hartnett**

School Teacher - Retired

**Louise Kava**

School Teacher - Retired

**Margaret A. Miller**

School Teacher - Retired

**Elizabeth Naeve**

School Clerk - Retired

**Dominic P. Quercia**

School R.O.T.C. - Retired

**Helen Rawson**

School Cafeteria - Retired

**Dorothy Russell**

School Teacher - Retired

**Louis Skelton**

Fire Department - Retired

**Cornelius Sullivan**

Recreation Department - Retired

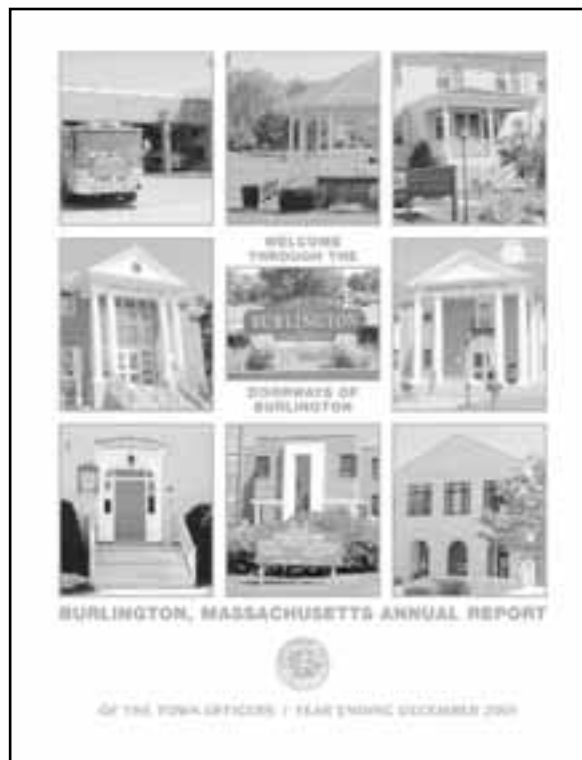
**Daniel Willette**

Fire Department - Retired

**Stephen Zimmermann**

Board of Registrars

*Employees, board and committee members who have passed away during 2005*



**ON THE COVER:**

*First Row: Fire Station, Gazebo on the Common, Police Station; Second Row: Town Hall Annex, Sign on the Common, Town Hall; Third Row: Public Museum, Human Services Building, Library*

*Photographs: Photo of the Public Museum was located in the Archives by our Town Archivist Daniel McCormack. All other photographs were taken by Amy Warfield of the Town Clerk's Office.*

*Report organized by Pauline Crusco of the Selectmen's Office.*

*Cover designed by Peter Amirault of TYPE A of Medford*



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## TOWN OF BURLINGTON DIRECTORY

Department Town of Burlington	Telephone (Area Code 781)	E-mail/Web Address
Burlington Web .....		www.burlington.org
Information/Connecting all Departments .....	270-1600	
Main Fax Number Connecting Offices .....	270-1608	
Accounting .....	270-1610	accounting@burlmass.org
Assessors .....	270-1650	assessor@burlmass.org
B-CAT .....	273-5922	bcat@burlington.mec.edu
B-Line Information .....	270-1965	
Board of Health		
Public Nurse .....	270-1957	nurse@burlmass.org
Sanitarian/Environmental Engineer .....	270-1954	health@burlmass.org
Building Inspector .....	270-1615	building@burlmass.org
Community Life Center .....	270-1961	bclc@burlmass.org
Conservation Commission .....	270-1655	conservation@burlmass.org
Council On Aging .....	270-1950	coa@burlmass.org
C.O.A. Lunch Line .....	270-1952	
Dog Pound .....	270-1698	aco@burlmass.org
Emergency Management Agency .....	270-1914	
Fire		
Emergency/Ambulance .....	911	
Communications for the Deaf .....	911	
Business .....	270-1925	fire@burlmass.org
Library .....	270-1690	library@burlmass.org
Management Information Systems .....	270-1613	
Planning Board .....	270-1645	planning@burlmass.org
Police		
Emergency .....	911	
Communications for the Deaf .....	911	
Business .....	270-1914	police@burlmass.org
Public Works .....	270-1670	dpwburlington@burlmass.org
Chestnut Hill Cemetary .....	229-1879	
Pine Haven Cemetery .....	229-1879	
Central Maintenance .....	270-1678	
Engineering .....	270-1640	engineering@burlmass.org
Highway .....	270-1677	
Water & Sewer Utilities Division .....	270-1679	
Sewer Section .....	229-2043 or 270-1684	
Mill Pond Water Treatment Plant .....	270-1680	
Vine Brook Ground Water Treatment Plant .....	270-1648	
Recreation		
Office .....	270-1695	recreation@burlmass.org
Garage .....	270-1697	
School Department .....	270-1800	www.burlington.mec.edu
Burlington High School .....	270-1839	
Foxhill School .....	270-1791	
Francis Wyman School .....	270-1701	
Marshall Simonds School .....	270-1781	
Memorial School .....	270-1721	
Pine Glen School .....	270-1712	
Selectmen .....	270-1630 and 270-1631	selectmen@burlmass.org
Shawsheen Regional Technical School .....	(978) 667-2111	www.shawsheen.tec.ma.us
State Internet Portal .....		www.mass.gov
Tax Collector .....	270-1625	tax@burlmass.org
Town Administrator .....	270-1635	selectmen@burlmass.org
Town Clerk .....	270-1660	clerk@burlmass.org
Treasurer .....	270-1623	treasurer@burlmass.org
Veterans Agent .....	270-1959	veterans@burlmass.org

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## ANNUAL REPORTS OF THE TOWN OF BURLINGTON, MASSACHUSETTS 2005

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

A part of Woburn in 1642, a Woburn Precinct as of 1730.

Burlington was incorporated as a town on February 28,  
1799.

Population as of January 2005: 23,945.

Area of Town 7,577 acres or 11.88 square miles.

Tax Rate FY06 Residential: \$9.00

Commercial: \$27.40

Elevation at Town Hall 220 feet above sea level.

**Governor:** **Mitt Romney**

**[www.mass.gov](http://www.mass.gov)**

State House, Room 360

Boston, MA 02133

617 725-4005

**U.S. Senators:** **Edward M. Kennedy**

**[www.Kennedy.Senate.gov](http://www.Kennedy.Senate.gov)**

2400 John F. Kennedy Federal Bldg.

Boston, MA 02203

617 565-3170

**John F. Kerry**

**[www.Kerry.Senate.gov](http://www.Kerry.Senate.gov)**

1 Bowdoin Square, 10th Floor

Boston, MA 02114

617 565-8519

**Congressman:** **John Tierney**

6th District

**[www.house.gov/tierney](http://www.house.gov/tierney)**

17 Peabody Square

Peabody, MA 01960

978 531-1669

**Councilor:** **Michael J. Callahan**

6th District

500 Salem St.

Medford, MA 02155

617 725-4015 Ext. 6

**State Senator:**

4th Middlesex

**Robert A. Havern**

**[Robert.Havern@state.ma.us](mailto:Robert.Havern@state.ma.us)**

State House, Room 109D

Boston, MA 02133

617 722-1432

**Representative:**

21 Middlesex

**Charles Murphy**

**[Rep.CharlesMurphy@hou.state.ma.us](mailto:Rep.CharlesMurphy@hou.state.ma.us)**

State House, Room 136

Boston, MA 02133

617 722-2396

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## TOWN GOVERNMENT SCHEDULE

Board of Appeals Meets on the first and third Tuesdays of  
the month, Town Hall, 7:30 P.M.

Board of Assessors Meets the last Thursday of the month,  
Town Hall, 6:00 P.M.

Board of Health Meets the second and fourth Tuesdays  
of the month, Town Hall, 7:00 P.M.

Board of Selectmen Meets the second and fourth Mondays  
of the month, Town Hall, 7:00 P.M.

Conservation Meets the second and fourth Thursdays  
Commission of the month, Town Hall, 7:00 P.M.

Council on Aging Meets the second Wednesday of the  
Commission month, 61 Center St., 10:00 A.M.

Historical Meets the third Wednesday of the  
month, Town Hall Annex, 7:00 P.M.

Housing Authority Meets on the first Wednesday of the  
month, 15 Birchcrest St., Noon

Library Trustees Meets on the second Thursday of the  
month, Library, 7:00 P.M.

Planning Board Meets the first and third Thursdays of  
the month, Town Hall, 7:30 P.M.

Recreation Meets on the second and fourth  
Commission Mondays, 61 Center St., Rm. 103,  
7:00 P.M.



School Committee	Meets the second and fourth Tuesdays of the month, Burlington High School, 7:30 P.M.
Town Meeting	Meets the fourth Monday in January, second Monday in May (annual), and fourth Monday in September, Fogelberg Auditorium, Burlington High School, 7:30 P.M.

All other scheduled board/committee meetings are posted at Town Hall and are published as a monthly calendar on the Town's web page [www.burlington.org](http://www.burlington.org)

## TOWN HALL SCHEDULE

Open Daily:	8:30 a.m. - 4:30 P.M., Monday thru Friday
All offices	
	Nurse: Walk-in Clinics Human Services Center, 61 Center Street.
	Every Tuesday 9:00 A.M. - Noon
	2nd Thursday of each month - 3:30 - 5:30 P.M.
	Board of Health/Lahey Clinic Free Care Community Clinic, 2nd Thursday, 5:30 P.M. - 8:00 P.M. by appointment only, call the nurse at 270-1957. This program is offered to residents aged 19 - 65 who do not have health insurance or are under insured.

## ELECTED OFFICIALS

### Town Clerk (5 Yrs.)

Jane L. Chew	7 Winn Valley Dr.	2006
Elected 4/85		

### Moderator (1 Yr.)

Phillip A. Gallagher	8 Corcoran Rd.	2006
Elected 4/05		

### Selectmen (3 Yrs.)

Albert L. Fay, Jr.	11 Raymond Rd.	2006
Elected 4/00		
Gary J. Gianino	11 Thornton Dr.	2008
Elected 4/93		
Joseph A. Impemba	11 Briarwood Ln.	2006
Elected 4/91		

### Selectmen (3 Yrs.)

Kevin B. McKelvey	4 Allison Dr.	2007
Elected 4/98		
Sonia Rollins	8 Paula St.	2007
Elected 4/04		

### Assessors (3 Yrs.)

Lisa M. Annunziata	5 Independence Dr.	2007
Appt. 7/99 Elected 4/00		
Michael W. Crocker	15 Thornton Dr.	2008
Appt. 2/98 Elected 4/98		
Paul R. Sheehan	5 Thornton Dr.	2006
Appt. 1/99 Elected 4/99		

### Treasurer/Collector (3 Yrs.)

Brian P. Curtin	3 Lee Ave.	2007
Elected 4/76		

### School Committee (3 Yrs.)

Christine M. Monaco	18 Corcoran Rd.	2007
Elected 4/92		
Thomas F. Murphy, Jr.	3 Lexington St.	2007
Elected 4/93		
Stephen A. Nelson	25 Fairfax St.	2008
Elected 4/96		
Sharon Marie Sotiros	17 Hart St.	2006
Elected 4/03		
John L. Vanella	8 Pearson Circle	2008
Elected 4/81		

### Library Trustees (3 Yrs.)

Paula F. Bernard, Jr.	263A Cambridge St.	2006
Appt. 10/02 Elected 4/03		
Edith F. Entwistle	62 Beaverbrook Rd.	2008
Elected 4/96		
Ellen Marie Ferguson	76 Francis Wyman Rd.	2007
Elected 4/01 (W/I)		
Samuel P. Martorano	1 Laurel Ln.	2008
Write-in 4/03		
Eileen C. Sickler	13 Foster Rd.	2006
Appt. 6/03 Elected 4/04		
Steven E. Wasserman	3 Indian Hill Rd.	2007
Elected 4/04 (W/I)		

### Planning Board (5 Yrs.)

Ernest E. Covino, Jr.	4 Donna Ln.	2010
Elected 4/89		
Ann M. Cummings	20 Tinkham Ave.	2008
Elected 4/03		
John A. DeFrancesco	50 Westwood St.	2007
Elected 4/82		
Albert L. Fay, Jr.	11 Raymond Rd.	2009
Elected 4/94		
Jayne L. Hyde	17 Meadowvale Rd.	2007
Elected 4/96		

### Planning Board (5 Yrs.)

Paul R. Raymond	1 Dorothy Rd.	2010
Elected 4/90		
Paul F. Roth	249 Fox Hill Rd.	2006
Appt. 10/97 Elected 4/98		

### Board of Health (3 Yrs.)

James J. Dion	19 Crystal Circle	2006
Elected 4/93		
Eugene Terry McSweeney	1 McSweeney Way	2008
Elected 4/99		
Catherine E. Read	22 University Ave.	2006
Appt. 3/02 Elected 4/03		
Edmund F. Wall	4 Waite Ave.	2007
Elected 4/01		
Edward J. Weiner	43 Freeport Dr.	2007
Elected 4/89		

### Constable - 1st (3 Yrs.)

Sheila E. Howard	2 Hallmark Gardens #4	2007
Elected 4/96		

### Constable - 2nd (3 Yrs.)

Anthony J. Saia	27 Alcine Ln.	2007
Elected 4/77		

### Housing Authority(5 Yrs.)

Joseph J. Arena	10 Moss St.	2009
Elected 4/84		
Michael J. Austin	84 Locust St.	2006
Appt. 9/05 (Term 2007)		
Bernice H. Ferguson	19 Bedford St.	2006
Appt. 6/05 (Term 2006)		
James H. Langley, Jr.	13 Algonquin Dr.	2008
Elected 4/03		
James J. Rogers	42 Locust St.	Gov.
Appt. (1999)		
Michael S. Runyan	7A Mountain Rd.	2007
Elected 4/02 Res.8/05		

### Recreation Commission (3 Yrs.)

Kristine E. Brown	8 Luther Rd.	2007
Elected 4/04		
John J. Ferren	37 Lantern Ln.	2006
Elected 4/97		
Christine M. Monaco	18 Corcoran Rd.	
School Comm. Appt.		
Paul R. Raymond	1 Dorothy Rd.	
Planning Bd. Appt.		
Kevin J. Sullivan	14 Frothingham Rd.	2008
Elected 4/01		

### Shawsheen Tech (3 Yrs.)

Paul V. Gedick	5 County Rd.	2006
Elected 4/03		
John P. Miller	15 Birchcrest St. #209	2008
Elected 4/05		

## REPORT OF THE BOARD OF SELECTMEN AND THE TOWN ADMINISTRATOR



*Board of Selectmen: Front row (left to right): Kevin B. McKelvey; Gary J. Gianino, Chairman; Sonia A. Rollins; Back row (left to right): Joseph A. Impemba, Vice Chairman; Albert L. Fay*

This past year was a very difficult year for the Administration and the Board of Selectmen. As we reported last year, our local economy continued to be impacted by the general malaise in the first class office market and the result of this economic anomaly has been a continued shifting of the property tax levy burden onto our residential tax payers to a degree never before experienced in Burlington. The Board made every effort to mitigate this "shifting" by advocating for additional tax relief for those residents most in need, attempting to extend the Special Legislation from the previous year that allowed the Board to shift the tax burden even further onto our Commercial/Industrial tax payers and limiting budget growth for all Department operations to 2% for Fiscal Year 2006. Unfortunately, our attempt to extend the legislation failed and when the Board met in November of 2005 to set the tax rate they were faced with the prospects of approving a residential increase that approached 20-23% increases for many residential property owners!

In spite of the fiscal difficulties the Town faced, there were many positive outcomes to report to our residents in 2005. The Board continued to maintain it's belief that service reductions were not in the immediate future for Burlington nor did the Board entertain the concept of implementing a "fee for service" plan (user fees) for any of our service delivery systems. Many of our neighboring com-

munities have instituted fees for trash removal, School athletics, School busing programs and many of the recreational programs used by their constituents. As we came to the year-end in 2005, the Board once again determined that Burlington would not implement a fee for service schedule as a part of the planning for the Fiscal Year 2007 budget for the Town of Burlington.

### **Personnel Matters**

In January of 2005, the Moderator for the Town of Burlington announced that the January Town Meeting would be his last official session as a moderator for the Town of Burlington and he would not seek re-election to the position on the April election ballot. Mr. Marrano was a strong, knowledgeable leader of our representative Town Meeting and his guidance, calm demeanor and commitment to the community will be missed. On the other hand, we are pleased that in the election for a new Moderator, an individual who has been keenly involved in many town decisions over the years was elected to the position of Town Moderator to succeed Mr. Marrano. We welcome Phil Gallagher to the position and look forward to working with him in the coming years. In late spring of 2005, the Board was informed by the Town Administrator that two long time Inspectors from the Building Dept would be retiring after committing over 50 years of service to the Town as dedicated and trusted Inspectors. Both Jack O'Keefe and Bill Fairweather will be missed by all who came into contact with them over the years. Mr. Clancy, our Building Inspector moved quickly to recommend the Town Administrator fill the position with a single individual and we are pleased to welcome Jim McDonough on board as our new Wiring Inspector. Finally, the Board and the Town Administrator were surprised to receive a letter of resignation from our Town Accountant (Gail Lapointe) at the end of the summer to pursue a similar position in another community. The Administrator put together a search team comprised of himself, the Human Services Director, the Town Appraiser and the Treasurer/Collector to bring a list of finalist to the Board for their approval. Chairman Gianino brought the name of Paul Sagarino forward to the Board and Mr. Sagarino was unanimously appointed and began his duties in October of 2005. The Board and the Town Administrator wish all the best to Ms. Lapointe in her future endeavors and eagerly anticipate a strong partnership with Mr. Sagarino and the Administration to keep our fiscal position positive as we prepare for fiscal year 2007 budget planning.

### **Fiscal Impact**

As mentioned previously, the Board was faced with difficult fiscal decisions in 2005 directly attributed to a generally sluggish economy within the region. The Administration and the Board took an active role in "alerting" our residents to the reality of a "shifting value" phenomenon that became exacerbated during 2005 because of the mandate from the State Department of Revenue to re-evaluate all properties in Town to meet compliance with the State Law. This trend in decreasing property values for Commercial/Industrial properties was in fact a reality in 2004 but the Special legislation adopted by the Board prevented an approximate 20% increase in residential property tax bills in 2004! With this knowledge in hand, the Board established budget growth guidelines of 2% for 2006 coming off a similar restriction on budget growth in 2005. We provided the September Town Meeting with an overview of the problem as we saw it developing and supported doubling all legal exemptions for those most in need at the September Town Meeting. Finally, to alert people about the pending shift and resultant increase in their bills the Board, in cooperation with the Assessors, took the extraordinary measure of mailing a "notice" to all residential tax payers advising them of an expected "substantial" increase in property tax bills for 2006. We remain cognizant of the fact that these increases cannot be sustained by our taxpayers. We pledge to continue the hard work necessary to mitigate these increases while maintaining our delivery of services to the residents of Burlington.

As we go to press with this report, it appears that many factors are beginning to provide us with hope for some relief to this very difficult situation.

### **Board of Selectmen Policy Decisions**

Calendar Year 2005 resulted in a number of important policy decisions that the Board deliberated on and made decisions that will affect the Town going forward. Our Board continues to view the role of licensing authority for the Town as an important function of our overall responsibilities. The Board directed the Police Department to monitor liquor establishments in the community for compliance issues and unfortunately this year it was necessary for the Board to take action against some of our license holders. We will continue to be aggressive in this regard.

The Board stepped up it's monitoring of Class I and II motor vehicle licenses after we received complaints about

some operations. The Board has revoked and suspended licenses until compliance issues have been resolved. This policy will continue to protect the public and to reiterate our belief that licenses such as these are privileges not "rights" and those privileges should not be abused. The Board has also been engaged in complex negotiations with two of our existing cable providers (Comcast and RCN) over the past year and we are now actively involved in discussions with Verizon to bring in a third provider of cable for our residents. It is our belief that competition amongst these entities will result in a more competitive pricing structure for our residents. In addition, the Board has developed a strong policy with respect to ongoing discussions with NSTAR and has made it clear to NSTAR that the troubling and aesthetically offensive "double poles" in our community needs to be addressed by NSTAR before we will engage in serious discussion with Verizon concerning their cable operations. Apparently, we have their attention. As of this writing, in excess of 250 "double poles" have been removed from the Town! Finally, the Board has taken a strong position with respect to Health Insurance increases and the resultant impact on our budget. The Administration has attempted to seriously discuss this matter with all Town Unions and unfortunately has not been able to reach consensus on a viable plan of action. In November, the Administrative team asked the Board to renew the dominant health insurance plan for the Town with some modest plan design changes that would result in a savings of some \$200,000. The Board enthusiastically supported this proposal and will continue to support the Administrations attempt to control these cost in the future.

### **Grandview Commons/Marion Tavern Restoration**

Certainly, one of the highlights of the past year has been the culmination of the many components to the Land-Swap. Two of those components involved the building of Senior affordable "for Sale" units behind the Marion Tavern and of course the actual development of a reuse plan for the original Marion Tavern. Following a very public process, the Board entertained proposals from 5 qualified entities seeking to develop the Senior Housing on the Grandview site in accordance with the approved Planned Development District zoning. After a series of interviews, the Board voted to select Studio One Architects to design the project and also voted to transfer the land in May of 2005. The developer began their work in earnest and by the fall of 2005 were ready to accept candidates provided to

them via the Town's lottery drawing held in October of 2005 that was attended by over 150 interested people. We are hopeful that the units will be ready for occupancy by late summer of 2006! In addition, the Town has chosen an architect to begin preparing documents for the first step of restoring the original tavern for future use. We remain committed to the completion of these final components of the land swap and are excited by the opportunities the Town is providing for our seniors to again own property in Burlington.



*Town Administrator  
Robert A. Mercier*

### **Infrastructure Improvements**

The Board has continued it's aggressive schedule of re-investing in the physical assets of the community and this commitment was clearly in evidence during 2005. At the May Town Meeting, the Board supported the request of the Town Administrator to seek Bond authorization for \$7.2 million dollars to renovate and improve the 40-year-old Mill Pond Treatment Plant. The Town received word just prior to the Town Meeting we would be eligible for a 2% loan program offered by the State of Massachusetts. We submitted our application and construction documents in a timely fashion and by the late fall received an "award" letter from the State confirming our participation in the loan program. This loan program will save the Town hundreds of thousands of dollars in interest cost and is a highly competitive program. We are proud to move forward with this important project for the future of Burlington. Similarly, the Board and the Administration have been very active and

vocal in their desire to seek some relief to the 1986 Administrative Consent Order issued by the DEP against the Town for sewer overflow issues involving the Horn Pond area of Woburn. Burlington has negotiated a very aggressive agreement for sewer mitigation with our developers that are projected to generate over \$1,500,000 in private payments over the next 2 years and remove approximately 2,000,000 gallons per day of infiltration and inflow from our sewer system. Additionally, the Cummingsville Sewer project in Winchester has begun and is scheduled to be completed by late summer of 2006. This will no doubt help to relieve any concerns about future surcharges in the Woburn/Winchester area. Finally, the Town of Burlington has spent about \$600,000 on roadway repaving/reconstruction in the past year and we are hopeful of increasing that amount as the State has indicated they will be increasing Chapter 90 allocations to all communities.

### Strategic Planning

In the past, the Board has engaged in a number of Strategic Planning sessions with its Administrative Team. In 2005 the Board continued these sessions and focused on matters related to the fiscal uncertainty of the economy and how that uncertainty will impact our ability to continue to provide a consistent level of service to the Town. Although our ability to raise money through taxation may be limited as we look to the future, it is clear to us that Burlington is in an enviable position when it comes to using existing assets to leverage the value to accommodate our future needs. There is no doubt the School Department will be making some major decisions shortly to address facility needs over the next decade. The Board has taken an active role in these discussions and we are aware of the pending decisions facing the School Department. Within our strategic planning discussions, many of our members talked about the physical assets in possession of the Town and how we can best use these assets to our advantage. Clearly, the town owns tremendous value with the landlocked parcel. In addition, depending on the decisions of the School committee, we may have the opportunity to explore alternative uses of the Wildwood School site. The Board also discussed in great detail the long-term prospects for the so-called City of Boston property in Burlington. The Board's intent is to mitigate the impact on taxpayers for large-scale projects by utilizing existing resources to help develop payment options that will provide relief to our taxpayers and

improve our facilities and valuable infrastructure for future generations.

### Summary

Although this has been a very challenging year and the likelihood exists that the fiscal difficulties will continue for the foreseeable future, the Board and the Administration remains confident in the Town's ability to weather this challenge. We have a strong management team in place, we have an enviable Commercial/Industrial base that will bounce back and we continue to have a positive attitude about the Town's future.

Obviously, the day-to-day operations of the Town are handled by our Administrative staff led by the Town Administrator and his assistant Tony Troiano. We owe them a debt of gratitude for the professionalism, commitment and enthusiasm they bring to their jobs. Our support staff is invaluable and under appreciated and we applaud your efforts to serve the residents of Burlington by exhibiting an understanding of the frustrations many people have with local government.

To the volunteers, Committee/Commission members, and all those involved in making our community what it is and what it will be, we say "Thank You."

Respectfully submitted,

#### **The Board of Selectmen:**

Gary J. Gianino, Chairman  
Joseph A. Impemba, Vice-Chairman  
Kevin B. McKelvey, Member  
Albert L. Fay, Jr., Member  
Sonia A. Rollins, Member

#### **Administration:**

Robert A. Mercier, Town Administrator  
Anthony J. Troiano, Assistant Town Administrator

#### **Professional staff:**

Janis Critch, Executive Assistant to the T.A.  
Pauline Crusco, Principal Clerk  
Sandra Madigan, Principal Clerk  
Jean Gallant, Senior Clerk

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## HUMAN RESOURCES DEPARTMENT

It is a pleasure to submit the highlights of the Human Resources Department for 2005. June 3, 2005 was the Town's fourth "Employee Appreciation Day" and as with the previous years was well received by the municipal employees. We once again lucked out with the weather and our employees enjoyed a warm, beautiful early-summer day. Local caterer *Culinary Creations* provided the food for our barbeque and of course the most fun for all is the raffle prize giveaway. Many thanks to all of the employees and municipal unions who assist in organizing this event, bringing in the raffle prizes and helping to make this annual event the success that it is!

Whether an employer is a public or private entity, employee training and continuous improvement remains an integral aspect of employee development. Municipal Department Heads participated in a workshop entitled "Professionalism in the Workplace." Administrative staff received training sessions entitled "Telephone and E-mail Etiquette" and "Dealing with Difficult People". It is imperative that all staff continues to focus on customer service satisfaction and ways to continue to provide our internal and external customers exceptional service. One company that has provided customer service training over the past couple of years, *Think & Do*, invited the Town of Burlington and employees to participate in a customer service training video expected to be completed and marketed nationwide sometime during the coming year. In addition to receiving the finished product gratis for on-going training purposes, the Town expects positive and widespread public relations exposure for its participation.

All of the Union Contracts on the municipal side continue in effect through June 30, 2007. Currently, the School Department has successfully negotiated successor agreements with a number of union groups for contracts that expired June 30, 2005. The management team consisting of representatives from both the municipal and school departments met throughout the year in order to work collaboratively with union groups to discuss ways to potentially save the community money through cost savings mechanisms in the wake of the rising cost of health insurance. While government shares the concerns and financial burden of double-digit increases with private business

through the escalating cost of health insurance premiums, this will prove to continue to be an area of discussion and concern in the coming years.

On the educational side, I was pleased to participate in the Search Committee for the position of Principal of the Memorial Elementary School. Although all of us on the School Department's Administrative Council were sorry to see Bob Teel retire, we were thrilled to welcome Karen Rickershauser to the team! Additionally, it was a pleasure to participate in the first "Wellness Fair" offered to faculty and staff on December 5, 2005. The keynote speakers and subsequent breakout sessions were educational and fascinating and the feedback received from participants was positive.

2005 was another busy and exciting year. I anticipate the challenges and initiatives that 2006 promise to bring to both the municipal and school departments. Again, I wish to extend my sincerest thanks to Bob Mercier and Jim Picone for their guidance and leadership. I can't thank Janis, Pauline, Jean and Sandi enough for their assistance throughout the year. Rosemary and Denise are most appreciated by Katie and I for always assisting when needed.

Respectfully submitted,

Anne Marie Tucciarone-Mahan  
Human Resources Director

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## TOWN MODERATOR

It is an honor for me to return to the position of Town Moderator after 22 years. Although much has changed in Burlington over that time, the process at town meeting has remained unchanged.

Beyond presiding over the meeting itself, the primary responsibility of the position is to seek out and encourage new comers to town government via the committee system. I am pleased to report that as of this writing, all of the committees under the appointing authority of the moderator are fully staffed.

Fiscal year 2006 has proven to be a challenging year as the enormous increase in residential values has created a significant shift in taxation on to the residential homeowners.

er. Financial issues inevitably bring greater scrutiny of town government and the way that the business of the people is conducted. With this in mind it becomes increasingly more important to conduct town business with the greatest transparency possible. Having the taxpayer witness to the budget process will give the resident greater confidence that the Town is managed in a fiscally prudent manner.

With this in mind and in conjunction with a May 2004 Town Meeting resolution requesting it, I have asked the Ways and Means Committee to change their meeting site to the main hearing room at Town Hall. This would facilitate the broadcasting of all Ways and Means Committee meetings over the town governmental channel.

If this can be accomplished, the Ways and Means Committee would join the Board of Selectmen, School Committee, Planning Board, Board of Health, Board of Appeals, and Conservation Commission in bringing the business of the Town to the taxpayer. This is precisely the reason why Burlington Cable Access Television was created. I am hopeful that this will occur in this fiscal year.

Respectfully submitted,

Phillip A. Gallagher

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## TOWN COUNSEL

During 2005, Town Counsel handled a number of complex litigation matters. In addition, the firm rendered numerous legal opinions to various Town boards, approved contracts as to form, and handled a number of real estate transactions. There are currently thirteen active litigation cases involving the Town and the School Department. Most of these cases involve appeals from decisions of the various land use boards. Two cases were resolved in 2005.

Town Counsel continues to work closely with the Town administration to ensure completion of the Grandview Farm land exchange and the development of the affordable housing units pursuant to that agreement. We have also provided continuing advice concerning comprehensive permit developments. We have provided advice to the Town regarding the potential re-use of the Cummings property by the City of Boston.

We extend our appreciation to the Board of Selectmen for their confidence in retaining this firm, and appreciate the assistance and cooperation on all matters from the Board of Selectmen, Town Meeting, the Town Administrator, department heads, boards, committees, and other Town personnel. We look forward to working with the members of the Town Government in the future.

Respectfully submitted,

Leonard Kopelman, for the  
Firm of Kopelman and Paige, P.C.  
Town Counsel

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## TOWN CLERK

The Town Clerk's Office conducted more than 33,134 transactions with the public this year. Total revenue generated 2005 was \$142,629 an 8% increase over last year. Passport photos were a new service provided and contributed to the increase in revenue along with a brisk passport business. My thanks to the staff for being so receptive to providing new services to the public. Our successes and achievements are directly related to their high level of commitment and ability.

2005 brought about some staff changes. Arlene DeFilippo transferred to the Dept. of Public Works and we welcomed Amy Warfield to the team. We took advantage of a slow election year and Amy's extensive expertise to redesign the Town's website. In the process, the Town Clerk's page got a brand new look as well as some other town departments. The new site debuted the end of the year and the reviews have been very favorable.....thank you Amy. It's a great place to get up-to-the minute information on most everything to do with Burlington! Go to [www.burlington.org](http://www.burlington.org) and be in the know.

We've added some searchable databases to the web in the Public Services/Public Database Resources section. Births, and Deaths prior to 1916 have been added for those who want to conduct genealogical research as all records older than 90 years have no access restrictions. Variances that have been issued are now on-line too. Resident's may also continue to verify their voting status/party on-line under Administration/Town Clerk.

Following are the historical profiles on Vital Statistics (Births, Marriages, Deaths), Voting Statistics, Election Results, and the Archives report. Town Meeting Minutes are included in the Appendix.

It has been our pleasure to serve you this year.

Respectfully submitted,

Jane L. Chew, Town Clerk

## VITAL STATISTICS

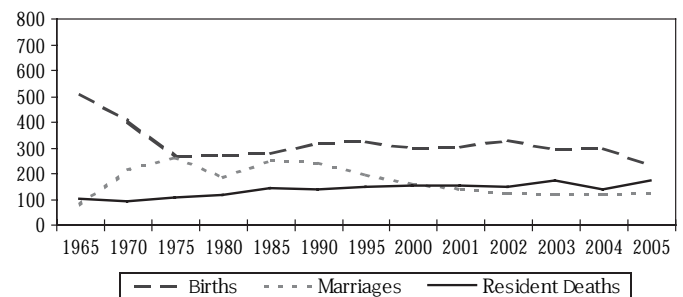
### HISTORICAL PROFILE (Adjusted)

The following Births, Marriages, and Deaths were recorded in the Office of the Town Clerk. The figures for marriages and deaths are not exclusively those of residents. The figures for births for the last two years do not include all out of wedlock births. As those figures become available from the state, the chart will be amended.

Note: Lahey Clinic opened in 1980, Long Meadow Assisted Living 1999, Sunrise Assisted Living 2005

	Births	Marriages	Deaths	(Resident)
1965	509	80	99	
1970	406	217	87	
1975	265	263	105	
1980	271	185	113	
1985	275	253	403	(140)
1990	318	240	472	(132)
1995	322	196	532	(142)
2000	297	161	705	(150)
2001	303	140	695	(149)
2002	328	122	720	(143)
2003	290	118	724	(182)
2004	299	130	688	(147)
2005	232	123	784	(171)

Received through 1/10/06



## VOTING STATISTICS

### VOTES CAST

TOWN ELECTION	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Prec. 5	Prec. 6	Total	%
1996	298	157	347	269	317	315	1703	13%
1997	695	371	771	598	719	738	3889	30%
1998	608	261	622	513	593	594	3191	16%
1999	362	130	392	327	296	283	1790	13%
2000	607	304	572	541	673	595	3292	24%
2001	550	267	535	505	560	527	2944	21%
2002	419	188	361	386	433	416	2197	16%
2003	611	330	632	554	733	612	3472	25%
2004	860	430	748	629	906	845	4410	32%
2005	547	214	444	424	439	420	2488	18%



## ELECTION RESULTS

TOWN OF BURLINGTON								Student Vote
TOTAL TALLY SHEET April 9, 2005 Election								
# Eligible Voters Total Votes Cast Percent								
14,178 3,488 17.55%								
PRECINCT	1	2	3	4	5	6	GRAND TOTAL	
TOTAL VOTES CAST	547	214	444	424	439	420	3,488	177
MODERATOR - 1 YR (1)								
Blank	10	2	20	7	6	14	60	2
Phillip A. Gallagher	297	122	265	286	273	232	1,475	124
John G. Lamb	228	89	188	128	160	170	943	48
Write-ins	2	0	1	3	0	4	10	0
TOTAL	547	214	444	424	439	420	3,488	177
SELEGTMEN - 3 YR (1)								
Blank	12	15	9	15	13	13	77	7
Gary J. Gianina*	427	129	272	274	281	262	1,841	127
Virginia E. Mooney	107	74	199	135	144	145	764	41
Write-ins	1	0	4	0	1	0	6	2
TOTAL	547	214	444	424	439	420	3,488	177
ASSESSOR - 3 YR (1)								
Blank	152	67	145	138	139	122	773	26
Michael W. Crocker*	364	146	297	281	295	267	1,706	142
Write-ins	1	1	2	5	5	1	15	9
TOTAL	547	214	444	424	439	420	3,488	177
SCHOOL COMMITTEE - 3 YR (2)								
Blank	163	74	124	122	121	103	707	35
Stephen A. Nelson*	364	133	295	294	293	290	1,669	130
John L. Varella*	353	126	270	253	274	290	1,536	129
Catharine M. Boucher	211	64	197	177	190	187	1,056	54
Write-ins	3	1	2	2	0	0	8	6
TOTAL	1,094	428	888	848	878	840	4,976	354
LIBRARY TRUSTEES - 3 YR (2)								
Blank	337	136	274	281	261	220	1,508	63
Edith F. Estwille*	386	148	315	291	323	309	1,773	123
Samuel P. Martonano*	363	143	293	289	293	307	1,666	137
Write-ins	8	1	0	7	1	4	27	11
TOTAL	1,094	428	888	848	878	840	4,976	354
PLANNING BOARD - 3 YR (2)								
Blank	326	142	262	273	243	223	1,468	72
Ernest E. Covino, Jr.*	297	142	326	286	315	305	1,771	127
Paul R. Raymond*	373	143	310	381	317	307	1,730	145
Write-ins	0	1	0	6	3	0	17	10
TOTAL	1,094	428	888	848	878	840	4,976	354
BOARD OF HEALTH - 3 YR (1)								
Blank	175	66	136	142	126	111	756	19
Eugene Terry McSweeney*	367	144	304	278	311	308	1,712	160
Write-ins	5	2	4	4	2	1	18	8
TOTAL	547	214	444	424	439	420	3,488	177
RECREATION COMM - 3 YR (1)								
Blank	123	36	90	90	87	80	506	18
Kevin J. Sullivan*	423	178	354	336	382	340	1,976	168
Write-ins	1	0	0	5	0	0	6	4
TOTAL	547	214	444	424	439	420	3,488	177
Shawheen Tech. H.S. - 3 YR (1)								
Blank	150	54	131	134	112	91	652	24
John P. Miller	386	160	311	284	324	327	1,792	149
Write-ins	1	0	2	6	3	2	14	4
TOTAL	547	214	444	424	439	420	3,488	177

# Town of Burlington

PRECINCT	1	2	3	4	5	6	GRAND
<b>PRECINCT 1</b>							
<b>TOWN MEETING - 3 YR (8)</b>							
Blanks	979						979
John S. Ivas*	278						278
Michael Marchese, Jr.*	310						310
Cynthia J. Phillips*	311						311
Nolan H. Glantz	306						306
Bruce A. Morry	370						370
John E. O'Keefe	248						248
Juliet M. Perlichizzi	292						292
Gene J. Rossi	180						180
Write-ins	5						5
<b>TOTAL</b>	<b>3,292</b>						<b>3,292</b>
<b>PRECINCT 2</b>							
<b>TOWN MEETING - 3 YR (8)</b>							
Blanks		380					380
Annamarie Comer*		181					181
Mary E. Fitzgerald*		149					149
Jerome J. Lynch*		181					181
Andrew H. Olney*		140					140
Kerry Anne Conley		141					141
Judith E. Hanafin		160					160
Write-ins		2					2
<b>TOTAL</b>		<b>1,284</b>					<b>1,284</b>
<b>PRECINCT 2</b>							
<b>TOWN MEETING - 1 YR (1)</b>							
Blanks		195					195
Write-ins		19					19
Winter Jerome Lynch II							
<b>TOTAL</b>		<b>214</b>					<b>214</b>
<b>PRECINCT 3</b>							
<b>TOWN MEETING - 3 YR (8)</b>							
Blanks			827				827
William J. Collins, Jr.*			260				260
Frances M. Heartquist*			262				262
John D. Kelly*			277				277
Daniel J. Raske*			298				298
Roger S. Riggs*			238				238
Louis P. Rubino*			282				282
Hope M. Paulsen			218				218
Write-ins			2				2
<b>TOTAL</b>			<b>2,664</b>				<b>2,664</b>
<b>PRECINCT 3</b>							
<b>TOWN MEETING - 1 YR (1)</b>							
Blanks			72				72
Paul G. Noonan			149				149
Carol L. Powers			219				219
Write-ins			4				4
<b>TOTAL</b>			<b>444</b>				<b>444</b>
<b>PRECINCT 4</b>							
<b>TOWN MEETING - 3 YR (8)</b>							
Blanks				879			879
Betty M. Bullock*				276			276
Karen Cooper*				236			236
Andrew Grob*				283			283
Lori A. Kashgigian*				298			298
Michael A. Preszler*				265			265
Joanne M. Horgan				309			309
Robert P. Knudsen				208			208
Write-ins				13			13
<b>TOTAL</b>				<b>2,544</b>			<b>2,544</b>

PRECINCT	1	2	3	4	5	6	Total
<b>PRECINCT 5</b>							
TOWN MEETING - 3 YR (6)							
Blanks					810		810
Susan Blain MacDonald					305		305
Joseph E. Morand					318		318
Phyllis D. Russell					306		306
Deborah J. Squeri					292		292
David S. Tait					287		287
Richard M. Wing					304		304
Write-ins					1		1
TOTAL					2,634		2,634
<b>PRECINCT 5</b>							
TOWN MEETING - 2 YR (1)							
Blanks					112		112
Janine B. Towle					327		327
Write-ins					0		0
TOTAL					439		439
<b>PRECINCT 5</b>							
TOWN MEETING - 1 YR (1)							
Blanks					111		111
David H. Morrison					328		328
Write-ins					0		0
TOTAL					439		439
<b>PRECINCT 6</b>							
TOWN MEETING - 3 YR (8)							
Blanks					597		597
Marie A. Andino					260		260
Catherine M. Boucher					249		249
John G. Cormier, Sr.					255		255
Florence M. Mountain					236		236
Joanna L. Schlansky					245		245
Brenda Lee Colquhoun					244		244
Diane M. Cresson					223		223
Robert G. Schlansky					196		196
Write-ins					5		5
TOTAL					2,620		2,620
<b>PRECINCT 6</b>							
TOWN MEETING - 1 YR (1)							
Blanks					97		97
Wayne B. Saltman					323		323
Write-ins					0		0
TOTAL					420		420

The polls were open at 8:00 A.M. at the Burlington High School. All precinct workers were sworn in by the Wardens, machines and ballot boxes were all checked, memory packs were sealed, and all counters were set at zero. The polls closed at 8:00 P.M.

Wardens:	Votes Cast	Registered Voters	%
Prec. 1 Mabel Nevins	547	2,618	20.9%
Prec. 2 Eleanor O'Connell	214	2,641	10.8%
Prec. 3 Elaine Perachi	444	2,526	17.6%
Prec. 4 Patricia Stanford	424	2,536	16.8%
Prec. 5 Joan Hastings	428	2,512	17.0%
Prec. 6 Barbara Reetz	420	2,443	17.2%
		14,178	

The above figures includes 218 Absentee Ballots cast by precinct as follows: 1=42, 2=22, 3=35, 4=46, 5=38, 6=35.

VOTER PROFILE:	AGE	TOTAL	%
	18-30	84	3.4%
	31-40	242	9.7%
	41-50	542	21.8%
	51-60	503	20.2%
	61-70	526	21.3%
	71-80	464	18.6%
	80+over	125	5.0%
	Total	2488	

WEATHER: Sunny 50's-60's

Attest:

Jane L. Chen, CMG  
Town Clerk

### SPECIAL ELECTIONS

Referendum 1985	1492	1224	1361	1277	5354	41%
Referendum 1991	1234	1338	1108	770	930	1093 6473 49%
PROP 2 1/2 1994	718	385	667	672	768	735 3945 28%
SELECTMAN 1997	457	198	353	331	368	408 2115 15%
PROP 2 1/2 2003	1113	592	1036	878	1177	1079 5875 42%

### PRESIDENTIAL PRIMARIES

March 1992	847	931	861	713	751	836	4939	36%
March 1996	335	244	344	321	313	359	1916	14%
March 2000	824	550	861	767	791	791	4584	32%
March 2004	452	305	452	417	509	439	2574	18%

### STATE PRIMARIES

September 1994	484	310	523	482	499	526	2826	21%
September 1996	336	182	335	362	391	339	1944	14%
September 1998	566	371	609	556	589	577	3268	23%
September 2000	126	70	171	115	171	160	813	8%
September 2002	701	447	747	612	729	666	3902	28%
September 2004	144	96	195	154	180	162	931	7%

### STATE/PRESIDENTIAL ELECTIONS

November 1988*	2051	1981	2157	1841	1814	2025	11869	88%
November 1990	1921	1958	2021	1677	1737	1908	11222	82%
November 1992*	2202	2444	2309	1840	1920	2076	12791	87%
November 1994	1818	1329	1715	1573	1687	1732	9854	72%
November 1996*	2101	1630	1974	1800	1905	1918	11328	79%
November 1998	1522	1008	1480	1295	1382	1408	8095	57%

November 2133 1582 2028 1828 2001 2000 11572 79% 2000\*

November 1726 1199 1693 1378 1738 1630 9364 66% 2002

November 2279 1719 2170 1731 2174 2087 12160 83% 2004\*

\* Denotes Presidential Election

## ARCHIVES

The Town of Burlington Archives is pleased to offer a report on its activities during the calendar year 2005. The Archives holds documents relating to the town's history, assists departments in managing records produced in the course of municipal business, supervises reformatting of documents, assists town departments, and answers questions relating to or involving town records. Beyond retrieving documents and researching subjects, we respond to departments by providing records management services, including microimaging, shredding, and processing. We follow standard records management practices to assist departments in better utilizing information and complying with state and federal laws concerning records and recorded information.

The Archives operates in support of the overall mission of municipal government. Unlike a manuscript repository or private library it does not operate by and for itself, but as a service to all. Our mission involves serving the town and the general public and in executing our services we provide them promptly, accurately, and efficiently. Our orientation and outlook is made clear to those who support us and use our resources. We strive at all times to conduct our operations with no interruption in services.

A review of each year's activities involves a recitation of statistics, a recounting of activities and a discussion of plans for the coming year. The primary source of this information is the service we provide – and the basic service we provide is reference. Reference is both indicator and information, a view of past activities that shapes our present mission and guides our future plans. It tells us who are users are, reveals the status of our collections, the state of our facilities and the effectiveness of our programs. Beyond technological resources and physical facilities, reference, is

our most important tool. At its best it indicates the strengths and weaknesses in our activities, collections, and procedures. It is our primary function and the chief source of our knowledge, at once both an abstract concept and concrete proof.

As a support department, providing service is the key goal of the archives. We cannot respond to request, know our patrons, or plan for future activities without understanding our audience, its needs and the state of our collections. Reference statistics show that use of the archives increased slightly in 2005. A closer look reveals more substantial trends, however.

A total of 702 patrons utilized our services and in a shift from the previous year, more of these (389) were from town departments. Records sought by the general public spanned a variety of interests, from the 1836 Town Meeting Minutes, to the origins of names of town parks and athletic fields, to graphical views of the Grandview Farm and adjoining properties. By far, non-employee users sought access to the Archives' Image Collection more than from any other records series.

Reference in the Image Collection shows that the town holds substantial resources relating to the town's history as an agricultural community, as well as events and views from the early 20th century. Although photos of certain facilities and structures more characteristic of later Burlington are present, the inquiries of residents and visitors indicates that the existing Image Collection lacks a core of views documenting the town's industrial and large-scale residential development from the mid 1940s through the mid 1990s. This is an important period in the town's history and its historical record should not be lost. As a result, the Archives will, in the summer of 2006, commence an effort to find and acquire such images and to make them available to the general public.

While more use was made of the Archives by the office of the Collector/Treasurer than by any other department, the largest number of intensive requests (those requiring research across more than one record series) came from the office of the Selectmen/Town Administrator. Statistics showed that inquiries into the Department of Public Health's records required more time to complete than for any other department's holdings. In processing collections, tax title documents were found in more places than any other kind of record.

What does that tell us? Use patterns have changed little since 2002 when the Collector/Treasurer was documented as the largest consumer of reference services. Similarly, as the Town Administrator's office is charged with overseeing the widest variety of day-to-day activities in town government, it is expected that they would require access to a wider range of documents than other departments.

When we note the need for time-consuming research in the Board of Health's records and of tax title documents separated from their larger body of documents, we note a need for more attention to the arrangement of these two groups. By bringing a more coherent arrangement to both groups in 2006 reference within them will be more efficient. In these, and other cases, reference informs and helps guide our activities.

In the past year, 57.50 feet of new holdings was received from all town departments. This is a smaller amount than in previous years and was accomplished without stressing our shelving space. Shelving arrangements are a different story. Although holdings are arranged according to the numbering scheme in the Commonwealth's records retention schedules, our shelving does not reflect this system. Items on our shelves are not co-located in accordance with this system. Before the current arrangements inhibit cross-referencing between records series and compromise our reference operations, we have begun the task of arranging our physical holdings according to the state's schedules. This process will be completed by late February 2006 and represents the largest single change in the physical facilities of the archives since 1999.

Within the scope of records management we provided substantial services to the Fire Department, Building Department and Accountant's office during the past year. We addressed the needs of these departments based on requests for assistance, results of records surveys and a review of their holdings both in the Archives and in their facilities. Again, their reference histories guided our approach and the assistance we provided.

No amount of surveys or information can, however, substitute for the human elements of institutional memory and the knowledge of departmental needs. It is only by listening to fellow employees and residents, and probing our collections through their questions that we know our strengths and weaknesses better.

During the past year, the Accountant's and Assessor's departments' staffs transferred a decade's worth of obsolete records from their offices to the archives. Simultaneously, Fire Department personnel, guided by Assistant Chief Steve Yetman, helped us move over 162 cubic feet of records out of the Fire Station facilities to shredding or permanent storage during the months of February and March. Meanwhile, in the Building Department, Principal Clerk Judy Sorensen assumed direction of their microimaging project and restarted the program after a three-month hiatus. Their work is essential to allowing us to more efficiently deliver services to the town, and to the general public.

The work we do continues to be sought out by others interested in municipal archives and records management. We were sought out for assistance and consultation by officials from four other Massachusetts communities and by two consulting groups advising other communities. This indicates that there remains interest in municipal archives and records management and that Burlington remains the standard by which such programs are measured.

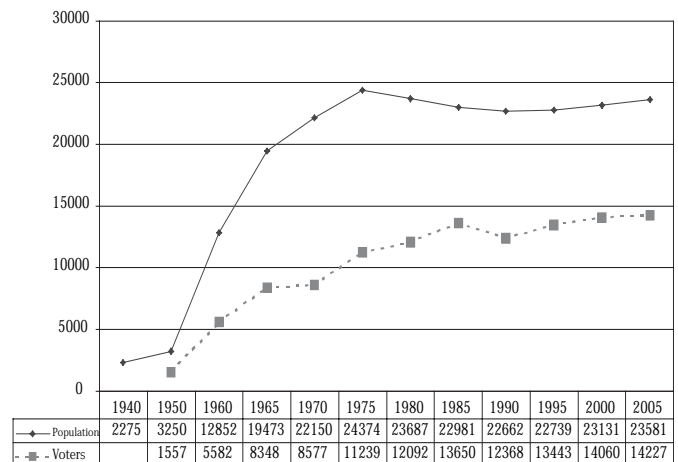
The cooperation of other town personnel and support of Town Meeting members allows the Archives to undertake its tasks with a maximum of support and assistance. Above all, however, the guidance of Town Clerk Jane Chew and her staff is key to the successful operations of this office. The Archives and Archivist are grateful for the assistance and direction rendered on a day-to-day basis by the Town Clerk's office.

Respectfully submitted,

Daniel McCormack  
Archivist/Records Manager

## BOARD OF REGISTRARS

### POPULATION/REGISTERED VOTERS: Based on Annual Town Census



### Population Trends

Age Group	Since								1990
	1990	1995	2000	2001	2002	2003	2004	2005	
0-9	2815	2955	2931	2963	2990	3048	2892	2888	-2.3%
10-19	3160	2620	2833	2837	2861	2902	2968	2986	14%
20-29	3889	3476	2500	2440	2733	2865	2988	2429	-30.1%
30-39	3311	3877	3624	3620	3665	3576	3278	3567	-8%
40-49	3062	3208	3378	3424	3464	3512	3628	3623	12.9%
50-59	3031	2712	2905	2859	2862	2903	3052	3026	11.6%
60-69	1756	2220	2325	2315	2317	2318	2302	2278	2.6%
70-79	672	926	1398	1495	1551	1632	1750	1774	91.9%
80-89	220	270	417	474	495	519	622	639	136.7%
90+	24	34	75	84	61	93	99	88	158.8%
Unknown	722	442	745	780	141	34	109	283	
Total	22662	22740	23131	23301	23140	23402	23688	23581	3.7%

Year-End Summary:

556 - # of residents registered and added to the rolls  
 570 - # of residents dropped from the rolls  
 204 - # of voters placed on the inactive rolls  
 2836 - # of persons eligible but not registered  
 83% - eligible residents registered to vote  
 270 - Registration Forms sent to 18 yr. Olds  
 168 - Mail-In Registrations Received

During the month of November 2005, the following petitions were certified:

	<b>Certi- fied</b>	<b>Sub- mitted</b>
A - Food Stores to Sell Wine (LAW)	251	318
B - Independent Redistricting Commission (CONSTITUTIONAL AMENDMENT)	76	83
D - Quality Affordable Healthcare (LAW)	93	119
F - Provide Voters with More Ballot Choices (LAW)	37	47
G - Personal Care Attendant Quality Home Care Workforce Council (LAW)	435	517
H - Family Child Care Providers (LAW)	420	491
J - Protect Dogs (LAW)	230	271
K - Define Marriage (CONSTITUTIONAL AMENDMENT)	712	780
<b>TOTAL</b>	<b>2254</b>	<b>2626</b>

Respectfully submitted,

Patricia A. Larson, Chair  
 Jane L. Chew  
 Jeanne S. Ganley  
 Robert J. Macdonald

POLICE DEPARTMENT

Departmental Roster (as of 12/31/2005)

**Chief of Police**

Francis Hart

**Captains**

George Devlin Carleton Boutwell

**Lieutenants**

Walter Bevis Thomas Duffy  
 William Faria Stephen O'Meara

**Sergeants**

Glen Mills Thomas Browne  
 Robert T. Kirchner Michael DeBye  
 Michael McDade Timothy McDonough  
 Greg Skehan David H. McLean

**Patrol Officers**

Frank Nardone Paul Glejzer  
 Christopher Priest Robert Aloisi Jr.  
 Kevin Rogers Keith Sheppard  
 Robert Healey Joseph Papsedero  
 Stephen Cross Stephen Papagno  
 Gary Burdick John Thompson  
 Edward Mackey Lyn Reynolds  
 Spyros Tsingos William A. Soda  
 Gary Redfern Kevin Doherty  
 Richard Hanafin Paul Callahan  
 Robert Downer David M. McLean  
 James Tigges Matthew Leary  
 Harry Sawyer Jr. John Lynch  
 Charles Ferguson III Peter Abaskharoun  
 William Preston Michael Minichiello  
 Thomas Fournier Mark Driscoll  
 Bernard Schipelliti Thomas Carlson  
 Anne Marie Browne Matthew Creamer  
 Daniel Houston Gerard McDonough  
 Kevin Cooney Roberto Reyes  
 Timothy Kirchner Jonathan Cameron  
 Albert Gagne Patrick McCarthy

### Clerical Staff

Catherine M. Devaney      Jeanne Jones  
Rosemarie Tieri

### Civilian Dispatchers

Gail Fay      June Connolly  
Eileen Barnard

### Animal Control Officer

Gerry Mills, Jr.

### Traffic Supervisors/Matrons

Helen M. Bulman – Head Traffic Supervisor  
Helen Dignan      Maureen Wall  
Nancy Bibbey      Christina Priest  
Maureen Robillard      Carol Jangro  
Carol Goodwin      Eileen O'Meara-Barnard  
Claire Hogaboom      Candice Oliver  
Donnalee Lozier      Janet Testa-Fox  
Diane Welch      Christine DeSantis  
Carol Santoro      Kristen Culleton

### Special Police Officers

Richard Hovasse      John Petone  
Harry Sawyer Sr.      Richard Turcotte  
Gerald Crocker      Mark Sherwood  
Alfred Sciuto      Gerry Hanafin  
William Duffey      Christopher Mason  
Michael Joyce      Robert Luz  
Thomas Sullivan      David Metzdorf  
Charles Chicarello      Brad Zarba  
Gail Fay      Timothy Hovasse  
Eileen Barnard      Steven Giacoppo  
Gerry Mills Jr.      Sean Connors  
Sharon Srabian      Christopher Ryan

### Introduction

2005 was a year of progress and fulfillment. We achieved many of the aims we outlined in our departmental *Goals and Objectives*. We added some new community outreach programs during the year, which were very well-received by our residents. We implemented innovative ideas, including a monthly e-mail newsletter which gives residents a behind-the-scenes look at what is happening here. (To be added to the e-mail list, please send a request to [police@burlmass.org](mailto:police@burlmass.org)) We also alleviated our low manning levels, which was a major problem in 2004.

### Awards



In January, we received the *Drive for Life Award*, presented by Mothers Against Drunk Driving (MADD). This award signifies excellence in education and enforcement in the areas of drunk driving and underage drinking.

In June, Detective Anne Marie Browne was named a Local Hero by the Metrowest Chapter of the American Red Cross for her dedication to helping victims of domestic violence. She received her award at their annual breakfast, cheered on by several of her colleagues from our department.



*Detective Anne Marie Browne is congratulated by Magic 106.7 DJ Candy O'Terry and Richard Holbrook, President & C.O.O. of Eastern Bank*

In November, we won first place in our division and fourth overall in the state, in the Massachusetts Law Enforcement Challenge. This award, co-sponsored by the Massachusetts Chiefs of Police Association and the



Governor's Highway Safety Bureau signifies excellence in the areas of overall traffic safety, enforcement and education. Besides the award, the department also received a cruiser light bar valued at over \$2,000.

### Grants

Grants continued to be a scarce commodity in 2005. However, we did acquire several more than in 2004. One of our most important grants is the so-called Community Policing Grant. This grant, in the amount of \$46,000, allows us to initiate programs in the community that would otherwise not happen. Examples include *National Night Out*, *Public Safety Day* and our *Citizens Police Academy*.

We continued to utilize our Domestic Violence grant, awarded two years previously. With this grant we are able to provide a victim advocate to the community for 20 hours each week, and to offer additional services to victims including things like emergency lock replacements and temporary shelter. We were also able to offer a department-wide training session to provide updates on domestic violence issues.

We received \$12,000 in a Local Preparedness Grant. We used this money to increase security within our station. Operating on the premise that one of the first rules of preparedness is to secure your building, we installed electronic access readers on our doors to protect against entry from unauthorized personnel.

We also received a Direct Equipment Grant. This is a grant that does not provide money, but instead provides specific equipment, in this case a Night Vision kit. This kit is used for surveillance and detection in darkness. Sergeant Mike McDade was designated as the project person for this. He attended a training session in Washington, D.C. All expenses were covered as part of the grant award. He then returned to train other members of the department.

### Other Activities and Accomplishments

Training was front and center in the department in 2005. Fifty-five separate training opportunities were realized during the year. Some of these were offered to all employees, while others were offered to officers within specialized areas. Examples of course titles included *Digital Photography*, *Advanced Driver Training*, *Domestic Violence Update* and *Background Investigation*.

During the year, we participated in several traffic enforcement mobilizations. These included *Click It or Ticket and You Drink, You Drive, You Lose*. The purpose of these mobilizations is to provide additional resources so that traffic laws are obeyed and to increase the level of community safety.

Two new outreach programs were realized in 2005. We certified several officers to teach R.A.D, which stands for Rape Aggression Defense. Two classes were held and they were incredible successes. On the heels of these, we also certified officers in radKIDS, which is a program especially geared to children. Through radKIDS training, children become empowered, learning to replace the fear, confusion, and panic of dangerous situations with confidence, personal safety skills and self-esteem.



*Sergeant Glen Mills and Officers David McLean, Keith Sheppard and Matt Leary engage a participant in our R.A.D. program.*

In June, we initiated Uniform Day. This is a day when every officer, from the Chief on down, comes to work in uniform (including all the plain-clothes staff) and focuses their attention on traffic enforcement. The purpose, beyond additional traffic enforcement, is to remind us all of one of our core safety missions and to, for one day each month, put us all on the same page.

We continued to conduct alcohol compliance checks, building on those we began in 2004. During that year, we conducted two compliance checks with seven and six viola-

tions respectively. In 2005, the numbers dropped to three and four respectively. While this indicates progress, it is still a number which is too high. In 2006, we hope to conduct six checks, as evidence suggests that more frequent compliance checks result in more frequent compliance. We plan to hold a community education forum in 2006. We also intend to institute a server registration program. This program will ensure that all servers and sellers in Burlington are trained properly.

Under the direction of Sergeant David McLean, Burlington's first Honor Guard was formed. The members of the Honor Guard took it upon themselves to raise funds to purchase their own uniforms and equipment. They also donated their own time to practice drills and formations.

In December, a long-time vacant position was finally filled, with the selection of Officer Joe Papsedero as our new K-9 officer. Officer Papsedero and K-9 Alex went through a rigorous 14-week training program held at the *Boston Police K-9 and Mounted Academy*. The K-9 brings to the department the ability to detect weapons, to recover lost children and to find criminals. The dog will also be front and center at many of our community outreach events. It is a great addition to our resource pool.



K-9 Officer Joe Papsedero with K-9 Alex

### Transitions

In March, Detective Robert Aloisi retired after more than three decades in the department. Sergeant Ralph Patuto retired in July, also having spent over 30 years on the police department. Dispatcher Sharon Srabian resigned in July to pursue other employment. We wish each of them well in their new endeavors.

Officer Tim McDonough was promoted to Sergeant in July. Sergeant Tom Browne was appointed Prosecutor in August.

### Newcomers

In February we welcomed two new officers. Rob Reyes made a lateral transfer from the Sudbury Police Department, while Gerry McDonough joined us through his civil service status with the Woburn Police Department. Just prior to joining us, Gerry was a Vermont State Trooper.

In September, Jonathan Cameron transferred from the Melrose Police Department, while Patrick McCarthy joined us from the Westford Police Department.

In December, we selected three new recruits from our in-town list. Daniel Hanafin, Scott Lauder and Catherine Martin successfully passed all their required tests and are currently attending the Reading Police Academy. They will graduate in May 2006 and will be permanently assigned after completing a three-month field training program.

In July, traffic supervisor Eileen Barnard was appointed as Police Dispatcher.

### Acknowledgments

We thank all of the people in our great town who support our programs and activities. In this era of lean fiscal times, it becomes even more important for us to nurture partnerships with our local business community. As a perfect example, we cite the very generous donation of Arthur Gutierrez Sr. and Arthur Gutierrez Jr., which allowed us to replace a very aging mobile traffic trailer.

Other examples include our partnership with Shaw's Supermarket, a fervent supporter of our *National Night Out* program, and Roche Bros. Supermarkets, our partner in *Public Safety Day*. There are other great partnerships as well – space limits a complete list but we thank all of our partners. We are always open to new opportunities.



Arthur Gutierrez Jr. presents the new traffic trailer to Safety Officer Bernie Schipelliti, Traffic Officer Kevin Cooney, Selectman Kevin McKelvey and Chief Fran Hart.

Special thanks to Selectman Kevin McKelvey, who chairs the Selectmen's police sub-committee. He is always supportive of our efforts and we appreciate his input. We also acknowledge great working relationships with Town Administrator Bob Mercier, his assistant Tony Troiano, our friend Syamal Chaudhuri of the Public Works Department and our "go to" person, Human Resources Director Anne Marie Tucciarone-Mahan.

We also acknowledge the continuing stellar effort put forth by the Burlington Drug and Alcohol Task Force – a group of individuals dedicated to making Burlington a better place for our kids.

Saved for last are the thanks that go to our employees, both sworn and civilian. They make this police department one that residents can rightfully be proud of. They come to work every day knowing that they may face difficult obstacles. They are always ready when you call and they willingly face danger every day to protect our community. "Hats off" to the men and women of the BPD!

Respectfully submitted,

Francis Hart  
Chief of Police

## Crime Overview

The chart below compares the crime totals for the past three years.

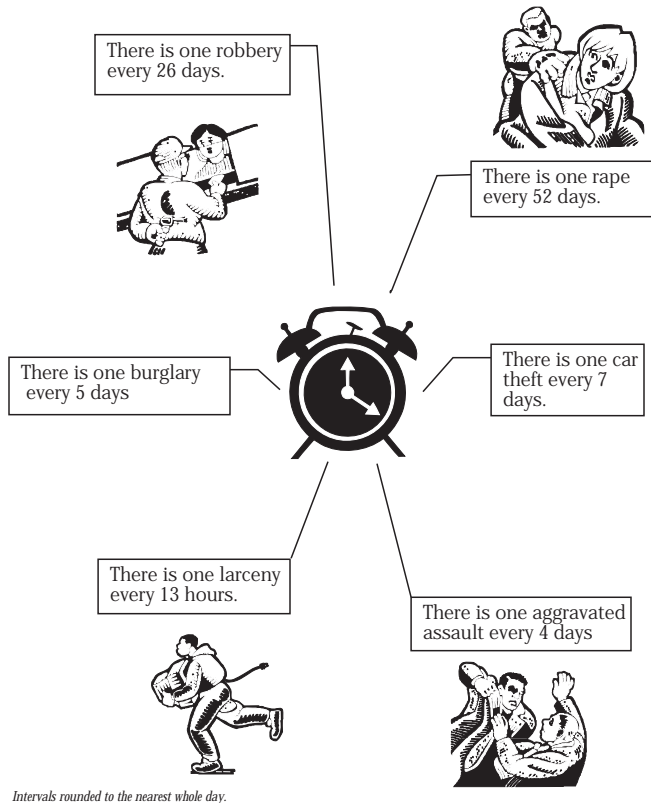
### Crime Comparison – 2003, 2004 and 2005

	2003 TOTALS	2004 TOTALS	2005 TOTALS	CHANGE 2004 to 2005
Homicide	0	0	0	0%
Robbery	6	15	14	-7%
Rape	5	5	7	+40%
Assault (Aggravated & Simple)	54	36	89	+147%
Larceny	725	640	681	+6%
Narcotics Violations	15	22	67	+250%
Burglary	40	79	72	-9%
Motor Vehicle Theft	33	28	53	+89%
<b>TOTALS</b>	<b>878</b>	<b>680</b>	<b>983</b>	<b>+45%</b>

NOTE: Percentages rounded to nearest whole number.

When evaluating the numbers in the above chart, bear in mind that Burlington historically has a low crime rate, particularly in the violent index-crime categories. Small changes in the actual numbers of incidents from year to year can show up as large percentage differences and are often meaningless when considering crime trends. We have recently switched from the archaic Uniform Crime Reports (UCR) reporting system and converted to the modern National Incident Based Reporting System (NIBRS). As a result, we expect some categories of statistics to be skewed for the next few years as this new reporting system takes hold.

## 2005 CRIME CLOCK FOR BURLINGTON



### ARREST ACTIVITY – 2005

Arrests in 2004: 242    Arrests in 2005: 255  
Percentage Change: +5%

The total number of arrests for the year was 255. Breakdowns by different categories are listed below.

Historically, the majority of arrests involve more males than females.

#### Arrests by Sex

Males	Females
198	57

Arrests are typically distributed across the three working shifts unevenly. The evening shift usually has the most arrests.

#### Arrests by Shift

Day	Evening	Night
(8/4)	(4/12)	(12/8)
74	138	43

The busiest days for arrests in 2005:

#### Arrests by Day of Week

Saturday	46
Tuesday	45
Friday	43
Thursday	39
Monday	32
Wednesday	28
Sunday	22

When looking at the frequency of arrests by month, it is interesting to see where the peaks and valleys are:

#### Arrests by Month

June	27
November	27
September	26
August	25
May	22
October	22
December	18
January	18
July	18
March	18
April	17
February	17

**More people are arrested from Burlington than anywhere else. These are the top locations where our arrestees have resided:**

Burlington	73	Lowell	9
Woburn	41	Arlington	8
Billerica	22	Lynn	8
Out of State	13	Somerville	4
Boston	9	Medford	4
Criminal Summons & Warrants	398		

### CRASH ACTIVITY – 2005

**2004 Crashes: 1,177    2005 Crashes: 1,235**  
**Percentage Change: +5%**

The total number of traffic crashes in 2005 was 1,235 a 5% increase from 2004. The total does not necessarily include crashes that were of a very minor nature (requiring no report) or crashes investigated by the State Police.

#### Crashes by Day of Week

Friday	223
Tuesday	212
Thursday	201
Monday	183
Saturday	163
Wednesday	154
Sunday	99

#### Crashes by Month

December	129
March	124
January	119
October	117
May	116
June	112
April	97
February	91
July	88
November	86
August	81
September	75

#### Types of Crashes

Angle	527
Rear End	218
Head-On	185
Other/Unknown	305

#### Severity of Injuries

Killed	0
Serious Visible Injury	12
Minor Visible Injury	27
Injury, Not Visible	19

#### Crashes by Shift

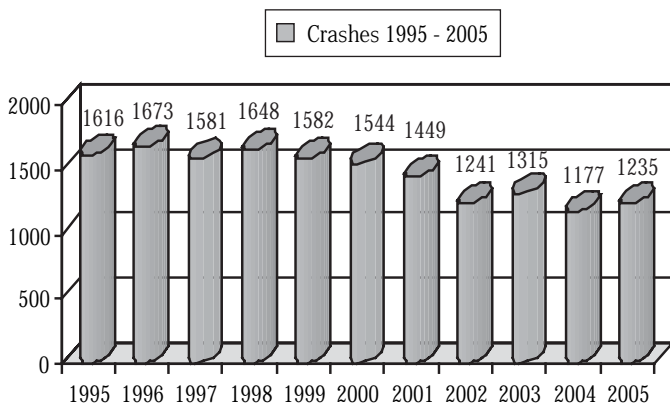
8 A.M. – 4 P.M.	690
4 P.M. – Midnight	418
Midnight – 8 A.M.	122
Unknown/Unreported	5

### Summary of Locations Where Crashes Occurred

This chart shows locations with ten or more crashes in 2005. These are the top 23 locations for crashes during this time period and they account for nearly 50 % of the total crashes in 2005.

Location	Total crashes 2005	Total crashes 2004
75 Middlesex Tp (At / near Burlington Mall)	130	120
Middlesex Tp & Route 128	121	76
Cambridge St & Route 128	47	36
Route 128 & Winn St	45	15
Cambridge St & Winn St	21	26
34 Cambridge St	20	28
43 Middlesex Tp	18	13
Mall Rd & Middlesex Tp	17	14
41 Mall Rd	16	10
Bedford St & Cambridge St	16	15
Cambridge St & Wilmington Rd	15	19
Executive Park & Mall Rd	14	4
Center St & Winn St	14	9
47 Middlesex Tp	14	10

Bedford St & Middlesex Tp	14	21
Cambridge St & Mall Rd	14	26
150 Lexington St	13	17
123 Cambridge St	12	11
Cambridge St & Skilton	12	13
43 Mall Rd	10	6
Cambridge St & Wayside Rd	10	7
Cambridge St & Terry Av	10	8
Middlesex Tp & Wheeler Rd	10	15
Total for these Locations	613	519



### CITATION ACTIVITY – 2005

Citations in 2004: 5,990    Citations in 2005: 5,198  
Percentage Change: -13%

The total number of citations written in 2005 was 5,198 – a decrease of approximately 13 %. Breakdowns by different categories are listed below.

Top 20 violations only reflects September on.

Top Twenty Violations During 2005	
Speeding	765
Red Light Violation	323
Seatbelt Violations	205
Uninspected M/V	151
Sign U/Turn Violations	115
Stop Sign Violation	101
Defective Equipment	77
Failure to Obey Traffic Sign	72
Marked Lanes	49

Improper Left Turn	38
Unregistered M/V	33
Registration Not in Possession	31
License Not in Possession	25
Failure to Yield	23
Oper After Susp/Revocation	17
Oper M/V With Susp/Revoked Reg	15
Oper M/V Without a License	12
Failure to Display Plates	11
OUI/Alcohol or Drugs	11
Uninsured M/V	11

### Citations by Month

December	707
November	610
April	582
March	541
July	472
September	457
June	451
October	418
August	404
May	387
February	285
January	277

### INCIDENT/SERVICE ACTIVITY – 2005

Total 2004: 20,432    Total 2005: 23,749  
Percentage Change: 2004 to 2005: +16%

Type of Call	2005	2004
911 Calls (Calls related to total incidents) . .	4,489	3,929
911 Calls (misdialed, hang-up) . . . . .	1,353	1,290
Abandoned M/V . . . . .	44	53
Alarm (Burglar) . . . . .	1,859	1,856
Ambulance Request . . . . .	1,363	1,320
Animal Bite. . . . .	7	7
Animal Complaint . . . . .	414	409
Animal Control Activity. . . . .	34	25
Animal/Dead. . . . .	61	56
Assault/In Progress . . . . .	13	8
Assault/Past . . . . .	49	41
Assist Other Agency . . . . .	229	210
Assist Public. . . . .	0	375
Attempted M/V Burglary . . . . .	5	1

# 2005 Annual Report

Attempted Suicide . . . . .	2	2	M/V Recovery . . . . .	36	29
ATV/Dirt Bike Complaint . . . . .	40	29	M/V Stop . . . . .	2,231	1,965
Bike Unit Activity . . . . .	0	4	M/V Theft . . . . .	73	54
Bomb Threat . . . . .	0	0	Malicious Damage/In Progress . . . . .	15	27
Brush Fire . . . . .	0	5	Malicious Damage/Past . . . . .	222	240
Building Check . . . . .	3,162	980	Missing Child . . . . .	15	18
Burglary/Attempt . . . . .	12	12	Missing Person . . . . .	43	25
Burglary/In Progress . . . . .	14	6	Missing Property . . . . .	152	127
Burglary/Past . . . . .	47	53	Missing/Lost Animal . . . . .	32	31
Bylaw Violation . . . . .	20	27	Noise Complaint . . . . .	203	196
Child Abuse/Neglect . . . . .	8	9	Notification . . . . .	39	43
Civil Complaints . . . . .	69	41	Obscene/Annoying Phone Call . . . . .	0	3
Commercial M/V Enforcement . . . . .	4	0	On-The-Job Injury/Exposure . . . . .	5	13
Commercial M/V Inspection . . . . .	38	0	Open Door/Window . . . . .	35	35
Cruiser Maintenance . . . . .	166	0	Paper Service . . . . .	284	204
Disabled M/V . . . . .	705	547	Park & Walk . . . . .	160	235
Disturbance . . . . .	300	234	Parking Complaint . . . . .	637	353
Domestic/In Progress . . . . .	86	75	Personal Medical Alarm . . . . .	0	2
Domestic/Past . . . . .	31	41	Police Information . . . . .	373	438
Domestic Violence Officer Activity . . . . .	7	13	Power Outage . . . . .	32	22
Driving To Endanger/In Progress . . . . .	120	115	Prisoner Transport . . . . .	49	0
Driving To Endanger/Past . . . . .	55	46	Private Invest . . . . .	9	5
Drug Complaint . . . . .	16	6	Protective Custody . . . . .	18	4
Dumping . . . . .	27	11	Psychological/Suicide Threat . . . . .	24	26
Elder Abuse / Neglect . . . . .	3	1	Repossession . . . . .	20	22
Escort . . . . .	73	47	Restraining Order Violation . . . . .	28	20
Evidence . . . . .	0	9	Reverse 9-1-1 Activation . . . . .	6	12
Explosion . . . . .	8	5	Road Hazard . . . . .	358	309
Exposer/Flasher . . . . .	7	12	Robbery/Past . . . . .	8	10
Fight/In Progress . . . . .	34	27	Robbery/Progress . . . . .	2	7
Fire . . . . .	137	89	Runaway . . . . .	3	10
Fire Alarm . . . . .	57	63	Safety Officer Activity . . . . .	401	183
Fireworks . . . . .	34	23	Sewer Alarm . . . . .	184	195
Flim-Flam . . . . .	24	27	Sexual Assault . . . . .	12	8
Found Animal . . . . .	16	36	Solicitor Complaint . . . . .	37	24
Found Person . . . . .	14	9	Stolen Plate . . . . .	16	13
Found Property . . . . .	119	92	Suicide . . . . .	7	2
Grass Fire . . . . .	0	1	Suspicious Activity . . . . .	360	389
Gas – Leak/Smell . . . . .	29	20	Suspicious M/V . . . . .	284	335
Gunshots . . . . .	10	7	Suspicious Person . . . . .	274	210
Harassing Phone Calls . . . . .	84	59	Theft/In Progress . . . . .	38	48
Harassment . . . . .	53	46	Theft/Past . . . . .	575	556
Hazard . . . . .	25	12	Threats/In Progress . . . . .	1	7
HazMat Complaint . . . . .	1	3	Threats/Past . . . . .	76	55
Identity Fraud . . . . .	38	32	Traffic Assignment . . . . .	2,108	2,124
Investigation . . . . .	0	64	Traffic Control . . . . .	66	68
Juvenile . . . . .		10	Traffic Signals Out . . . . .	184	155
Kidnap/Abduction . . . . .	2	0	Trespass/In Progress . . . . .	16	7
K-9 Activity . . . . .	8	0	Trespass/Past . . . . .	16	1
Liquor Violation . . . . .	2	2	Uttering . . . . .	36	36
Lockout . . . . .	420	409	Vehicle Complaint . . . . .	231	47
M/V Accident/Cruiser . . . . .	11	7	Warrant Arrest . . . . .	25	16
M/V Accident/Hit & Run . . . . .	205	183	Water Leak . . . . .	46	57
M/V Accident/No Personal Injury . . . . .	736	683	Weapons Complaint . . . . .	0	2
M/V Accident/Past . . . . .	35	45	Well-being Check . . . . .	255	206
M/V Accident/Personal Injury . . . . .	115	134	Wires Down . . . . .	104	86
M/V Accident/Unknown . . . . .	215	220	Youth Complaint . . . . .	185	199
M/V Burglary . . . . .	88	106			
M/V Fire . . . . .	24	24			

<b>Calls by Shift</b>	
8 A.M. – 4 P.M.	9,242
4 P.M. – Midnight	8,702
Midnight – 8 A.M.	5,819

<b>Calls by Month</b>	
March	2,476
December	2,251
April	2,147
May	2,092
August	1,960
June	1,941
July	1,931
October	1,824
January	1,818
November	1,783
September	1,772
February	1,732

**Summary of Specific Locations  
For Calls For Service**

75 Middlesex Tp (Burlington Mall)	1,579
34 Cambridge St (Crossroads)	437
123 Cambridge St (BHS)	350
41 Mall Rd (Lahey Clinic)	336
Route 128 (North and South)	330
1 Mall Rd (Marriott Hotel)	313
43 Middlesex Tp (Middlesex Mall)	308
Cambridge St & Route 128	243
Baron Park Ln (Lord Baron)	224
Cambridge St & Wilmington Rd	206
42 Mall Rd (Longmeadow Place)	202
New England Executive Park	186
26 Beacon St (Beacon Village)	181
Cambridge St & Mall Rd	171
Middlesex Tp & Mall Rd	148

Arboretum Way (Archstone Apts)	147
Winn St & Route 128	144
114 Winn St (MSMS)	142
Cambridge St & Winn St	109
98 Middlesex Tp (Barnes & Noble)	102
41 Terrace Hall Ave (FW School)	100
150 Lexington St (Kohl's)	98
108 Middlesex Tp (Chili's)	92
Winn St & Peach Orchard Rd	91
101 Middlesex Tp (Burlington Square)	90
279 Cambridge St (Colonial Park)	89
Cambridge St & Wayside Rd/Wall St	85
85 Wilmington Rd (Shopping Plaza)	84
84 Middlesex Tp (Circuit City)	82
Farms Dr (Stonebrook Farms)	82
Cambridge St & Bedford St	79
Middlesex Tp & South Ave	75
20 South Ave (AMC Theatres)	67
Middlesex Tp & Bedford St	63
Cambridge St & Francis Wyman Rd	60
120 Cambridge St (Shopping Plaza)	55
Cambridge St & Terry Ave	53
1 Network Dr (Sun Microsystems)	52
Middlesex Tp & Wheeler Rd	52
Hallmark Gardens	44

**Summary of Locations Where Cars Are Stolen  
(Minimum of 3)**

Burlington Mall	17	Arboretum Way	3
Cambridge St	4	Wheeler Rd	3



## FIRE DEPARTMENT

Department Roster

### FIRE CHIEF

Lee Callahan

### ASSISTANT FIRE CHIEF

\*Steven Yetman

### CAPTAINS

\*Kevin Browne                      \*John Corbett  
\*Scott Carpenter                  \*Michael Nolan

### LIEUTENANTS

\*James Browne                      \*Timothy Browne  
\*Andrew Connerty                  \*Peter McAnespie  
\*Steven McLean                      \*Robert Paul  
\*John Skinner                        \*James Sorenson

### FIRE PREVENTION/INSPECTION SERVICES

Captain \*Michael Hanafin  
Lieutenant \*Mark Saia

### TRAINING/COMMUNICATIONS

Captain \*Michael Patterson

### CLERICAL STAFF

Joanne Arbing                      Mary Fay                      Karen Carlson

### FIREFIGHTERS

\*David Angelo                      \*Gerard Letendre  
\*Gary Arbing                        \*Donald MacDonald  
\*Michael Bibbey                      \*Anthony Marino  
\*William Callahan                  \*Michael McLaughlin  
\*Kevin Cauty                        \*Edgar McLean  
\*Mark Cedrone                      \*Nicholas Menkello  
\*Clifford Comeau                  \*Scott Perry  
\*Sean Connors                      \*Kevin Pollicelli  
\*Ernest Covino                      \*John Price  
\*Kurt Duprez                        \*David Richardson  
\*Todd Ficociello                      \*Michael Runyan  
\*Michael Fontannay                  \*Mark Saia  
\*Michael Gledhill                  \*Leonard Sawyer  
\*Gerard Hanafin                      \*James Sherman  
\*John Hanafin                        \*David Sullivan  
\*James Hapenny                      \*Paul Sullivan

\*Richard Hovasse                  \*William Toland  
\*Timothy Hovasse                  \*John Walthall  
John Hunt                            \*Fred Williams  
\*Shaun Kenney

### EMERGENCY VEHICLE TECHNICIAN

G. Thomas Lee

### CIVILIAN DISPATCHERS

\*Stephen Baia                      \*Elaine Carpenter  
\*Brendan Micciche                  \*Nicole Runyan  
\*Department EMTs

### FIRE CHIEF

2005 started out with a serious house fire in the early hours of New Year's Day. Firefighters rescued an elderly man from the flames and smoke. Al Ferriera, an occupant of the house, received a commendation from the Selectmen for his efforts (despite receiving serious personal injuries from the fire) in attempting to rescue the man. Unfortunately, several weeks later the local resident died due to complications of his injuries.

The Department responded to more than 2,300 requests for emergency ambulance services. Also, more than 3,760 calls that required fire apparatus were recorded. Although there was a slight reduction in the total number of calls this year, it can be anticipated that the number of future responses will follow the same path as the past decade has shown, with an overall increase of emergency calls of almost 35%. As vacant office space fills, new retail spaces are built, many residents reach retirement age (the possibility of emergency ambulance requests increases), and the addition of more than 1,000 new residential occupancies in the next couple of years come on line, we anticipate more need for emergency services.

In 2005 we received a grant from Oracle, Inc. to purchase a Zodiac-style boat for use on the Mill Pond Reservoir and other bodies of water in emergencies. We also received a federal grant for the purchase of a new emergency generator capable of powering the entire fire headquarters building. A grant from the Executive Office of Public Safety provided additional emergency equipment. The E.P.A. donated an SCBA re-filling system for filling our air bottles at Station 2. The system is only five years old and would cost \$35,000-40,000 if purchased new. In the past five years the Department has received in excess of \$500,000 in

grants from various federal, state and private agencies, most of which were earmarked for safety equipment by the granting agencies.

In June we dedicated the Skelton Lobby at headquarters in honor of the six Skeltons that served the Burlington Fire Department last century. Louis, the last of the Skeltons to retire (1978), passed away just weeks after representing his deceased brothers and cousins during the ceremony.

Responding to the Hurricane Katrina devastation, Assistant Chief Steve Yetman and firefighter Paul Sullivan went to the Gulf for ten days in September. They assisted FEMA in processing displaced people and providing primary resources of food and housing for those affected by the horrific storm.

In October, the members of Group 2 received Firefighter of the Year honors from Governor Romney for their efforts in rescuing an elderly man from a fire (referred to previously). All the Group 2 members involved in the response and many family members attended the Faneuil Hall ceremony. Burlington should be proud of the determination and courage, in the face of extreme danger, of the firefighters honored.

October was a busy month for us. Firefighters hosted an Open House on a rainy Saturday. Despite the weather, approximately 400 citizens came to learn about the Fire Department, the services it offers, and fire safety.

Also in October, the Governor signed legislation requiring Carbon Monoxide (CO) detectors to be installed in all houses being sold or otherwise changing ownership. CO is a deadly gas that is undetectable without the help of the detectors. There is no doubt that this new law will save lives across the state. The new law will begin to be implemented in March 2006.

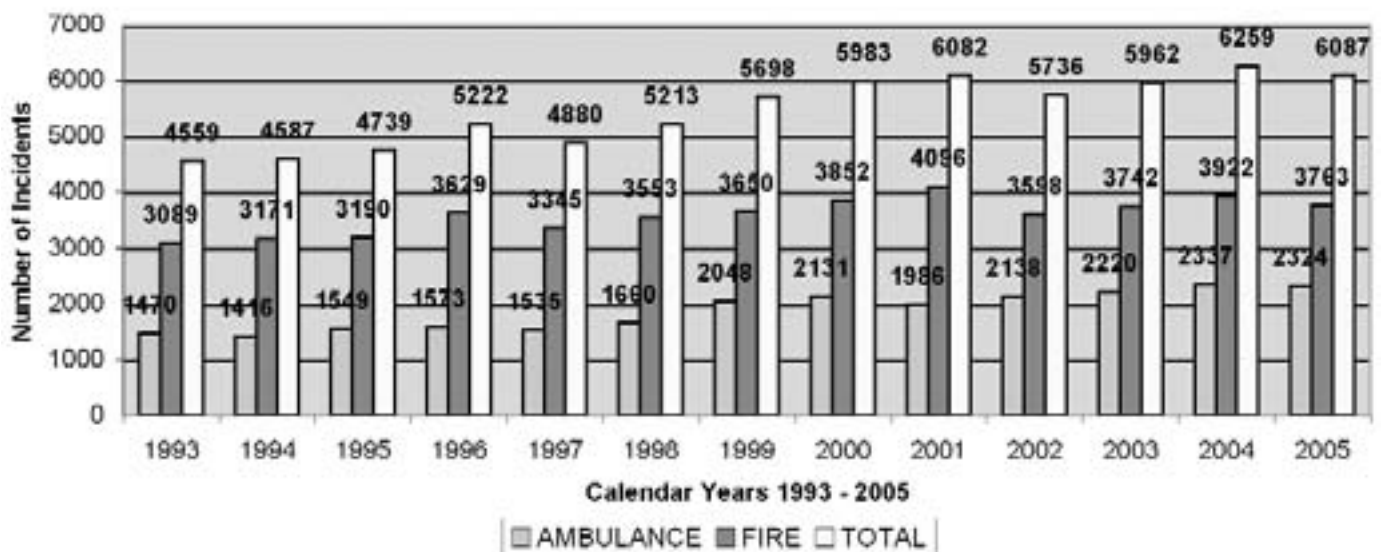
2005 saw the retirement of Firefighter Tom Corbett after more than 35 years of service to the Town. We wish Tom a long and healthy retirement. Firefighters Mike Kerrigan and Brian Petrone resigned to pursue other professional opportunities. Our best wishes for successful careers go out to the both of them.

The Burlington Fire Department mourned the passing of call firefighter Stanley Cooper (ret.), firefighter Daniel Willette (ret.), and Lt. Louis Skelton (ret.). All left a legacy with the Department.

Training continues to be a major commitment for us. Captain Patterson offers various opportunities for firefighters to improve their skills. Lieutenant Saia offers continuing EMS training to our EMTs, thus increasing our abilities to provide the best in emergency medical services (Basic Life Support).

In the summer, we received some discouraging news from the local dealer regarding Tower-1. Some serious maintenance issues were brought to our attention.

## AMBULANCE - FIRE EXPERIENCE RECORD



Unplanned for expenditures were made to immediately rebuild part of the aerial turntable (safety issues). Also, the frame rails will require a major overhaul in the near future at an estimated cost of at least \$50,000. Tower-1 is now 16 years old and needs to be replaced. We will request funds to acquire a new aerial truck for fiscal '07.

Station 2, on Terrace Hall Avenue, needs major renovations to accommodate space and energy conservation needs; and normal updating of a 30+ year old building that is used 24/7. Look for discussions on this issue in the near future.

I wish to thank the women and men of the Burlington Fire Department for their hard work and dedication, sometimes under adverse conditions. From support staff to dispatchers to the firefighters that respond to all emergencies in all types of weather and under any circumstances, the dedication they show for the Burlington community is extraordinary. Elected town officials and department heads and all those that work for the Town of Burlington continue to assist and support the efforts of your firefighters. I particularly want to thank all of the residents of and visitors to Burlington. Your continued support and cooperation make it a pleasure and privilege to serve you.

Respectfully submitted,

Lee Callahan  
Fire Chief

## FIRE PREVENTION/INSPECTIONAL SERVICES

As 2005 comes to a close Inspectional Services has had a successful year in pursuit of making our community a safer place to live and work. Through inspections, enforcement of fire codes, construction plan reviews, fire investigations, issuing of permits and fire education programs, much has been achieved in the previous year.

Commercial and large residential construction projects require many steps including site plan reviews, which consider requirements such as apparatus access, water supply, exposure to other structures, type of occupancy, etc. The next step is a meeting with Fire Protection Engineers to discuss Fire Alarm, Fire Suppression, Municipal Fire Alarm connections and the issuing of the proper permits. Once the project is started, on-site inspections are required to keep track of the progress being made. The Certificate of Occupancy is issued after a final inspection and all new systems are tested.

In the last year some of the completed construction projects include the Sunrise Assisted Living on Mall Road, Heritage at Stone Ridge on Wall Street, Cheesecake Factory, Legal Seafood and several phases of the on-going Lahey Clinic South East expansion project. The planning phases and construction are underway on the new Lifestyle Center located on Wayside Road. This will include a variety of restaurants, cafes and shopping stores. Arbor Point which is a 425 unit mixed residential project has also started construction located off Wheeler Road. Kimball Woods consists of two 10-story apartment buildings with an attached parking garage and the Grandview Senior housing projects are also progressing.

The following is a list of permits and inspections made in 2005:

### TYPE OF SERVICE

Commercial Occupancy Inspections . . . . .	200
Master box Certifications . . . . .	48
On Site – Inspections . . . . .	446
Permits Issued . . . . .	615
Plan Review . . . . .	298
Residential Occupancy Inspections. . . . .	138
Site Plan Reviews . . . . .	48
Smoke Detector Inspections . . . . .	229
<b>TOTAL . . . . .</b>	<b>2022</b>

The following is a count of all permits and inspections done during the period of January 1, 2005 to December 31, 2005:

### PERMITS

AST . . . . .	27
Blasting . . . . .	10
Dumpster . . . . .	27
Extinguishing System . . . . .	17
Fire Alarm. . . . .	89
Flammable Storage . . . . .	63
Gas Appliance . . . . .	3
Haz-Mat . . . . .	2
Oil Burner. . . . .	64
Propane Storage . . . . .	41
Sprinkler. . . . .	114
Tank Installation . . . . .	30
Tank Lines . . . . .	1
Tank Removal. . . . .	54
Tank Truck. . . . .	4
UST . . . . .	18
Welding/Burning . . . . .	51
<b>TOTAL . . . . .</b>	<b>615</b>

## INSPECTIONS

Commercial Occupancy .....	200
Fire Drills .....	20
Knox Box .....	28
Oil Burner .....	29
Oil Tank Installation .....	22
Oil Tank Removal .....	14
On Site – Fire Alarm .....	29
On Site – Fire Prevention .....	248
On Site – Plug In .....	8
On Site – Plug Out .....	6
On Site – Plan Review .....	28
Quarterly .....	14
Residential Occupancy .....	138
Smoke Detectors .....	229
<b>TOTAL .....</b>	<b>1013</b>
<b>BUILDING PLANS STAMPED &amp; REVIEWED. . .</b>	<b>298</b>
<b>SITE PLAN REVIEWS .....</b>	<b>48</b>
<b>MASTER BOX CERTIFICATIONS .....</b>	<b>48</b>
<b>COMBINED TOTALS .....</b>	<b>2022</b>

In the area of Fire Education the Department has purchased a Hazard House fire-training device. The house is a hands-on, scaled down replica of a typical home within the community. The model is interactive and is designed to show how a house can be organized to reduce the risks of fire, how to detect fire, ways of controlling a fire and how to escape from a fire situation. The Hazard house was displayed at our annual open house in October, as well as, the Senior Health and Wellness fair at the Council on Aging in November. Our goal for the upcoming year is to visit the schools in the community, along with Senior groups with the Hazard House to share the fire safety message.

In November 2005, Governor Romney signed "Nicole's Bill" into law. This new law will begin to take effect on March 31, 2006. In short it will require residential structures to be equipped with carbon monoxide detectors. Any resident not familiar with this new law can contact the Fire Prevention Office for more information.

With the assistance of other Town Departments and by working with the building contractors employed within the Town, fire and life safety continues to be our #1 goal. Inspectional services would like to take this opportunity to thank all residents and members of the business community for their cooperation in making Burlington a safer place to live and work.

Respectfully submitted,

Captain Michael Hanafin

Lieutenant Mark Saia

## TRAINING DIVISION

The year 2005 was a busy year for the Training Division. Once again it was a challenge to present quality training for our Department due to the volume of incidents we respond to during the year. Many times companies were forced to respond to an incident from the drill site. In this position patience and flexibility is a must. The importance of training cannot be overstated. Many of the drills that the Department participated in were hands-on evolutions that will assist our firefighters in true emergency situations. The following is a brief description of some of the training activities that took place in the year 2005.

Photo by Mike Patterson



The New Year began with a house fire on Stony Brook Road that involved a rescue of an occupant of the house. A post-fire critique was presented by Captain Kevin Browne, the Incident Commander of the fire, to all four of our groups. Captain Browne discussed the events of that morning and how his group handled a rescue, a working fire, and a downed live electrical line. Passing on information from actual events is a valuable tool that all members can learn from.

Fire crews were given the opportunity to use the vacant Hilton Gardens located on Wheeler Road for hands-on training prior to their remodeling project. The owner of

## 2005 Annual Report

### Burlington Fire Department 2005 Report of Incidents by Type of Incident

TYPE OF INCIDENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
<b>Accidents</b>													
Motor Vehicle Crash	21	21	21	20	23	27	18	18	23	24	29	32	<b>277</b>
Pedestrian	0	0	0	2	0	2	2	0	0	1	0	1	<b>8</b>
<b>Medicals</b>													
	172	145	151	117	132	141	120	148	135	129	147	158	<b>1695</b>
<b>Alarms</b>													
Accidental	42	32	35	42	39	38	31	36	26	45	31	46	<b>443</b>
False	2	6	1	2	2	4	2	3	1	2	2	0	<b>27</b>
System Malfunction	11	23	18	14	16	10	21	22	20	26	17	21	<b>219</b>
<b>Fire</b>													
Cooking Fire	3	5	1	3	4	3	3	3	4	2	2	2	<b>35</b>
Residential	1	1	0	1	0	0	1	0	2	0	0	2	<b>8</b>
Apartments	0	0	0	0	0	0	0	0	0	0	1	0	<b>1</b>
Assisted Living	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
Brush, Grass	0	0	0	4	2	5	7	6	1	2	1	0	<b>28</b>
Business/store/restaurant	0	2	1	1	0	0	1	0	0	0	0	1	<b>6</b>
Dumpster-trash	1	0	1	2	6	5	3	2	2	3	0	2	<b>27</b>
Motor Vehicle Fire	1	1	1	3	1	2	1	0	2	2	2	2	<b>18</b>
Lighting strikes	0	0	0	0	0	0	1	0	0	0	0	0	<b>1</b>
Oil burner Malfunction	0	0	1	0	0	1	0	0	0	0	0	0	<b>2</b>
Motor Malfunction	0	0	0	1	0	0	2	1	0	0	0	1	<b>5</b>
Smoke Scare	4	3	3	1	3	1	1	1	4	7	6	4	<b>38</b>
<b>Outside Burning</b>													
Authorized	0	0	0	0	0	0	0	0	0	1	0	0	<b>1</b>
Unauthorized	0	0	0	2	1	0	1	1	2	2	3	1	<b>13</b>
<b>Misc.</b>													
Hazmat	0	1	0	5	2	3	1	0	0	7	1	0	<b>20</b>
CO2 Problem	7	8	4	5	2	7	2	3	1	5	6	3	<b>53</b>
Spill Leak Fuel	0	1	2	4	2	1	0	0	4	2	1	2	<b>19</b>
Natural Gas Leak	1	1	2	2	4	0	1	1	0	3	5	4	<b>24</b>
Power lines down/ Arcing	1	0	0	3	3	0	2	0	3	1	2	1	<b>16</b>
Electrical Problem	3	0	3	4	5	3	5	1	6	9	6	5	<b>50</b>
Water Problem	4	2	1	3	2	1	1	0	1	3	1	1	<b>20</b>
Service Call	35	24	34	36	42	56	45	47	37	33	56	29	<b>474</b>
Public Service/Assistance	3	0	1	1	3	0	2	3	2	1	1	2	<b>19</b>
Elevator Extrication	1	2	2	0	0	1	1	3	0	0	3	0	<b>13</b>
Lock Outs	2	0	2	1	3	2	4	1	0	2	1	2	<b>20</b>
Aircraft Standby	0	1	0	6	1	1	0	0	4	2	0	0	<b>15</b>
Nothing Found	3	1	4	1	1	2	1	1	4	10	3	3	<b>34</b>
Cancelled en-route	3	5	7	3	1	9	1	1	2	2	8	5	<b>47</b>
Good Intent Call	6	2	2	4	3	3	6	4	9	6	10	7	<b>62</b>
Cover Assignment / Mutual Aid	3	0	0	3	6	0	2	1	4	1	2	3	<b>25</b>
<b>Totals</b>	<b>330</b>	<b>287</b>	<b>298</b>	<b>296</b>	<b>309</b>	<b>328</b>	<b>289</b>	<b>307</b>	<b>299</b>	<b>333</b>	<b>347</b>	<b>340</b>	<b>3763</b>

the property, Magna Corporation was more than willing to allow the Department to conduct drills in their building. All groups participated in standpipe operations and rescue drills using the tower truck. For the standpipe drill we simulated a hotel room fire on an upper floor using a smoke machine. We had crews identify the fire room, connect hose to the closest standpipe and stretch hose down the smoke filled corridor to the fire room. For the tower drill we had our members find the victim at the hotel window, position the tower into position, and place the tower's basket to the window. Sonia Rollins, our representative on the Board of Selectmen, actually participated in these evolutions. I'm sure she came away with a whole new appreciation for what we do.

Fire department members trained on the Rescue Alive Platform that was recently purchased for the Department. Crews performed rescue operations using the platform at the reservoir off Winter Street. Members dressed in ice rescue suits, walked or paddled the platform to the location where the victim fell through the ice, secured the victim to the platform, and were hauled to shore by additional members of our Department.

In the spring, Trammell Crow Company allowed Department members to use their building located at 80 Cambridge Street. Fire crews conducted portable ladder drills and roof venting operations. Members placed ground ladders to an open, top-story window of the building then climbed the ladder carrying a tool. Members then practiced cutting ventilation holes in the building's roof using a gas powered saw and hand tools. This was a rare occurrence for our members to work on a metal deck roof. Most of our ventilation experience comes from working on wooden roofs of homes.

Later in the year, Department members trained on conducting emergency evacuations and roll calls in another property owned by Trammell Crow.

Department members trained on our Hurst Tools during a vehicle extrication evolution. Winn Street Towing was once again the provider of the vehicles that we used. Department members stabilized the vehicles, cut electrical power to the vehicle and performed various extrication techniques. Today's vehicles come equipped with many supplemental restraining systems that affect the way rescuers operate during extrication scenarios.

Photo by Mike Patterson



Oracle Corporation donated a rescue boat package to the Fire Department this past year. The boat was purchased from West Marine in Woburn. We would like to once again thank both companies for their generous donations. Our town has many bodies of water located in it. The possibility exists for an incident to occur in one of our bodies of water. This boat will help rescuers get to victims in a timely fashion without having to stand-by for outside agencies. Members of our Department trained in procedures and operations of the boat at the Town reservoir.

An elevator awareness class was presented to departments by retired Cambridge Chief John O'Donoghue. As you can tell by the sheer size of our town, many elevators are present. Therefore, the potential for individuals to be stuck in an elevator is great. John's comprehensive course taught firefighters how to handle these situations. He taught us that many times the best action to take is to stand-by for an elevator repair company.

Photo by Mike Patterson



Once again members of the Fire Department worked with members of the Lahey Clinic in setting up the Department's Mass Decontamination Unit (MDU) at Lahey Clinic's Emergency Room. This unit is used in situations of large-scale events where a large number of people would have to be decontaminated prior to entering the emergency room. Fire Department members also participated in a disaster drill at the Clinic toward the end of the year. This drill was an in-house disaster drill conducted by Lahey to prepare them in the event of an actual emergency.

Fire Department members, along with other town agencies, took part in a National Incident Management System (NIMS) course. This course was an introduction to emergency management at large-scale incidents. The focus of this course was to make the student aware that in the event of a large-scale incident, working together as a unified group to handle the incident is a must. We looked at both local response and state and federal response.

Ladder drills were conducted at Lord Baron. Firefighters raised ladders to a third-floor apartment window and carried a hose-line up the ladder and into the building. Firefighters also participated in rescue drills at 30 Arthurwoods Avenue and 35 Sandy Brook Road. The property owners were to demolish these homes and contacted us to see if we would like to use them for training. We conducted search and rescue evolutions in both of these homes. This training is valuable to us in that companies must work together as a team to accomplish the goal of finding the victim and removing them from the building.

We welcomed three new firefighters to the Department in 2005. Bill Toland, Mike Gledhill and Mike McLaughlin joined the Department after graduating from the Massachusetts Fire Academy. Each one of our new members was assigned to the training division for a two-week orientation period prior to joining a shift.

Respectfully submitted,

Captain Michael Patterson  
Training Division

Photo by Mike Patterson



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## AMBULANCE EMERGENCY MEDICAL SERVICE

The Town of Burlington's Emergency Medical Technicians responded to over 2,300 emergency medical calls in 2005 making it one of the busiest years on record. Since 1995 Burlington has seen an increase of approximately 67% in emergency medical calls. This has kept both of our ambulances busy and we anticipate more of an increase in the coming years with the new assisted living development as well as the new condominium and apartment complexes being built.

The Fire Department has continued training citizens in Cardio Pulmonary Resuscitation (CPR) and we see the system working. This year we had a citizen go into cardiac arrest and before we arrived two citizens had started CPR. When EMTs arrived, the patient was revived with our defibrillator and was out of the hospital in a matter of days. CPR alone has a success rate of 2-4 %. When you add in the defibrillator that success rate can increase up to 80%

depending on how soon CPR has been started. The Department's goal for 2005 is to have a defibrillator at all the town offices. There are defibrillators at the Human Resource Building, on Center Street, and at 14 Birchcrest Street, the elderly housing complex.

The Department has added two state of the art (E-Z GLIDE) stair chairs and has placed one on each of the ambulances. These chairs will allow rescue personnel to bring patients down stairs without having to lift them. The chairs glide down the stairs on a track system making it a smooth and safe move for the patient. It will also reduce the risk of injuries to the firefighter/EMTs who no longer have to carry that patient down the stairs. They have been used with great results and have received high marks from the firefighter/EMTs who have used them.

Emergency Medical Technicians and Firefighter First Responders continue to provide a high standard of care. They attend classes throughout the year and are required to re-certify at state and regional levels. This is extremely important because of the new emergency care protocols going into effect this year. We will be seeing changes in how CPR is performed as well as taking a blood sugar reading in diagnosing a patient's medical condition. In the future, we would also like to raise the level of care to a Paramedic service to provide an even higher level of care for those who need it.

Respectfully submitted,

Donald MacDonald  
EMS Coordinator

## PUBLIC WORKS DEPARTMENT

**Syamal N. Chaudhuri**  
**Superintendent of Public Works**

Thomas F. Hayes      Teresa J. Keene  
**Town Engineer      Administrative Assistant**

Thomas F. Hickey  
**Operations Manager**

### Assistant Superintendents

William A. Bannon      Paul W. Nielsen  
**Highway      Central Maintenance**

David C. McCafferty  
**Water and Sewer Utilities**

### Managers

Paul W. Cauldwell      William D. Keene  
**Cemetery      Treatment Plant**

### DPW Staff

Frank E Anderson	Larry Kennedy
Andrew Avant	Richard Kullman
John T. Baldwin	William Lundgren II
Paul S. Bieren	Russell J. Makiej
Robert S. Clougherty	Donna L. Manning
Craig H. Cooper	Pialisa A. Manent
John Doherty	James Marchese, Jr.
Arlene Defilippo	Armand Marion
Richard L. Dubbs	Nanette D. Masotta
Michael P. Dwyer	Lisa Matarazzo
Robert Feeney	Timothy Mazzone
Allen F. Ferriera	Ricky McClenningham
Dennis F. Fitzgerald	Robert W. McMahon
Mark V. Gerbrands	Donald McNeil
Michael Giardina	Eric A. Moran
Robert S. Glover	Donald H. Price
Thomas Harrington	Michael A. Quinones
Frederick M. Haynes	Charles D. Ralph
Wayne Higden	Richard A. Reid
Stephen A. Johnson	Patricia Q. Robichaud
Roderick Joslin	Brian A. White
William Kane	Charles F. Woods Jr
Kevin J. Keene	



To all DPW Personnel, thank you for a great job. To those Departments that have helped us, we all thank you.

Respectfully submitted,

Syamal N. Chaudhuri  
Superintendent Public Works

### ADMINISTRATIVE

Water & Sewer Section sent 16,639 bills out in the amount of \$4,936,053.09.

Purchasing processed over 4,216 invoices and approximately 3,000 customer service calls recorded.

The DPW website, located at [www.burlington.org](http://www.burlington.org) has been "revamped" and is maintained regularly.

Some of the information found there is:

**Cemetery: Rules & Regulations;** Internment Order; Monument Orders

**Administration:** 2nd Water Meter Procedure; Cross Connection Application; Water & Sewer Rates; Trash & Recycle/Yard Waste Schedules

**Highway:** Snow Plow Damage Forms and Snow Removal guidelines

The Administrative Assistant position that was previously held by Evelyn Shaw, who left due to retirement in December of 2004, was filled by myself in March of 2005. In turn, Pialis Manent filled the position of Head Clerk and Patti Robichaud Principal Clerk. Arlene Defilippo, from the Town Clerks Office, joined us as Senior Clerk. It has been a huge transitional year for the Administrative staff and I would like to express my gratitude to them for all their support and hard work. They are a wonderful group of ladies.

Respectfully submitted,

Teresa Keene  
Administrative Assistant

### ENGINEERING DIVISION

The Engineering Division evaluates, designs, bids, and manages Town funded infrastructure improvement projects. Engineering staff manages consulting engineers hired to design projects outside the expertise of the division. In addition, the division provides support to other Public Works Divisions as well as any Town Department that

requests technical assistance. This office maintains and updates infrastructure plans, project files, and Public Works GIS data layers.

### Capital Improvement Projects

The Division designed, obtained permits, and provided construction management for the following projects, which were funded through Articles approved by Town Meeting:

- **Sleeper Drive Water Main Replacement Project** – Awarded to Burlington Loam, Burlington MA under the Annual Construction bid, consisting of the construction of approximately 600' of 8" CLDI pipe.
- **Stream Cleaning Project (AB-05-1059)** – Awarded to Walton Systems Inc. at a contract value of \$31,000, consisting of the vector stream cleaning of several streams in the Marrett Road, Ellen Road, and Cedar Street area.
- **Sewer System Inflow & Infiltration Mitigation Project** – In 2005 the Town implemented a stream-lined SSES/Rehabilitation project contracting with SEA Engineers to undertake Internal TV inspection of all sewer lines and approximately 850 sewer man-holes in the nine (9) Sub-Areas with the highest infiltration rates. The structure of the contract allowed the rehabilitation contract to be developed and bid based on estimated quantities while the inspection work was ongoing. The construction contract was bid under Contract WRA-P5-08-3-519 and awarded to National Water Main Cleaning Company, at a contract value of \$422,805.

### Contract Management

The Division managed outside consultants hired to undertake the following projects:

- **Bike Path Feasibility and Preliminary Design** – Awarded to VHB of Watertown MA for the preliminary design and grant application for an extension and regional interconnection of Burlington's bike routes. This project has been ongoing for several years due to extensive review process and competitive nature of the Enhancement Grant Program. The most recent review has been favorable and we anticipate approval of the project for final design in early 2006.
- **Street Lights** – The Engineering Division manages the Street Light maintenance program with the

Town's service contractor Republic Electric. Street Light outages can be reported to the Engineering Office or Republic Electric at 1-800-544-4876.

- **Sewer System Inflow and Infiltration Mitigation Design** – Phase 2 - Awarded to SEA Engineers, Cambridge MA to undertake Internal TV inspection of all sewer lines and approximately 850 sewer man-holes in the nine (9) Sub-Areas with the highest infiltration rates, and develop bid documents.



Phased Sewer I/I Mitigation, Plan by: Town of Burlington Engineering Division

- **Sewer System Inflow & Infiltration Mitigation Design** – Phase 3 Awarded to National Water Main Cleaning Company and will consist of the Internal TV inspection of all sewer lines and approximately 400 sewer manholes in the remaining five (5) Sub-Areas identified in the 2000 SSES with high infiltra-

tion rates. The work is tentatively scheduled to start in January 2006, with the construction contract to start in the Spring 2006.

## DPW Projects

The Division designed, permitted, and provided construction assistance for the following projects which were undertaken by DPW forces and/or in conjunction with private contractors:

- **Pavement Management** – Developed specifications, bid, and provided field design/survey assistance to the Highway Division with Street paving program, which was awarded to Aggregate Industries at the contract value of \$476,504.

Photo by: Timothy J. Mazzone – Senior Engineer



Freeport Drive Paving

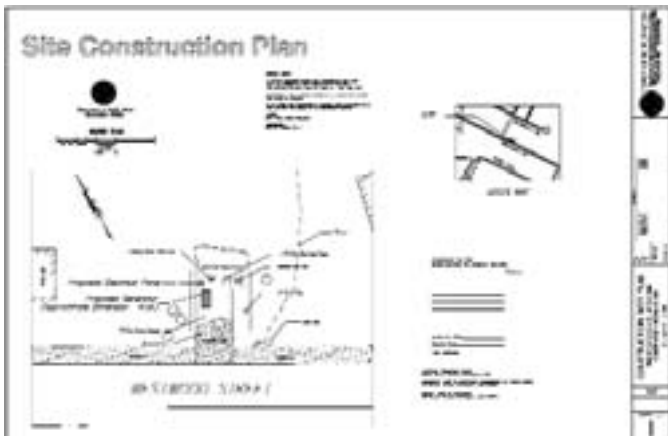


## Other Projects

The Division provided design and/or technical assistance on the following projects:

- Westwood Avenue & Bedford Street pump stations emergency generators - Site Construction Plans/permitting
- Marion Estates Subdivision - revised subdivision plans
- Sleeper Drive – On-site drainage design/permitting
- Briarwood Lane water main cleaning & lining design
- Cedar Street area water main upgrade design

Plan by: Town of Burlington Engineering Division



*Westwood Street Generator*

Plan by: Town of Burlington Engineering Division



*Sleeper Drive Drainage Design*

## Subdivision/Site Plan Inspection

Inspection of subdivisions and building sites include water and sewer connections, pressure testing of water lines, vacuum testing of sewer manholes, mandrel and ball testing of sewer lines, hydrant installation, and drainage systems. Inspection of roadway construction includes underground utilities, sub-base materials, compaction, grading, binder pavement, finish pavement, curbing, and sidewalks. Inspection also includes lighting, parking layout, landscaping, signage and pavement of utility trenches.

Photo by: Mark Gerbrands – General Development Inspector



*Arborpoint Development - Site Work*

Photo by: Mark Gerbrands – General Development Inspector



*Wayside Commons – Raytheon Building Demolition*

The Division conducted construction inspections of the following projects:

- Michael Drive
- Brookside Lane Extension
- Rosario Estates
- Kelly Farms Estates
- Shamrock Drive
- Arborpoint Development
- Wayside Commons
- Lahey Clinic Expansion
- Grandview Senior Housing
- Westgate Development
- Sump Pump Redirection & SMH Repair ( I/I mitigation)

Photo by: Mark Gerbrands – General Development Inspector



*Shamrock Drive – Utility Connections*

Photo by: Mark Gerbrands – General Development Inspector



*Rosario Estates – Drainage Installation*

### Infrastructure Management

- **Plan Filing System** – In an effort to automate the Town's record drawings, many of the plans have been scanned to image files and linked to a plan database, allowing quick retrieval of utility data, while preventing wear and tear on original plans.
- **Pavement Management System** – The Division continues to evaluate pavement conditions and update the Town's GIS based Pavement Management System, which was implemented in 2002. The inspection data is used to generate a Pavement Condition Index (PCI), which enables us to set and revise street paving priorities.
- **Utility Permits** – The Division has created a utility permit system combining Street Opening, Sewer and Water into one permit. Database tables, input forms, and permit reports were created to streamline and automate the permit process. Division personnel also conduct inspection of sewer and water connections to ensure compliance with good construction practice. This year the division issued 134 Street Opening Permits, 27 Water Permits, and 54 Sewer Permits.

### Geographical Information System (GIS)

The Geographical Information System has become more and more integral to our daily operations; the Pavement Management System is fully GIS based and in its 5th year of successful operation, the Assessors Department continues to use GIS to develop abutter's lists, and the street light database has been converted to GIS allowing us to better respond to lighting problems. The Engineering Division continues to develop infrastructure data layers; the sewer collection system is complete, while the storm water and water distribution themes require final checks and corrections.

### Web Site

To make information more easily available the Engineering Division maintains a website at [www.Burlington.org](http://www.Burlington.org). Some of the information that you will find here is:

- Various Town Maps
- Licensed Utility Contractors
- Approved Driveway Paving Contractors

- Local Land Surveyors
- Utility Permit Information and Applications

The Division congratulates our Senior Clerk, Jennifer Gelinas on her promotion to Principal Clerk at the Planning Department, although she has only moved to the office downstairs, she is very much missed by all the staff. We also welcome aboard Lisa Matarazzo, the Division's new Senior Clerk, in the short time Lisa has been with us she has done a fantastic job.

2005 was a busy year. The Division took on several projects outside the scope of our typical work, and as always our people approached, undertook, and completed the projects in a dedicated and professional manner. I feel we have had a very productive year and I would like to thank all the Engineering staff for their hard work and positive attitude.

Respectfully submitted,

Thomas F. Hayes, P.E.  
Town Engineer

## OPERATIONS MANAGEMENT

The following reports summarize the year's day-to-day activities, special projects, and emergency actions of the Cemetery, Central Maintenance, Highway and Water & Sewer Utilities Divisions. Throughout the year all of the employee's of the Burlington DPW make every effort to perform their respective duties, functions and tasks in a most courteous and professional manner in order to ensure and deliver a high level of safety to the residents and businesses throughout the town. I would like to extend my thanks for a job well done in 2005 to all the personnel of the Department.

Respectfully submitted,

Thomas F. Hickey  
Operations Manager

## CEMETERY DIVISION

### Pine Haven

Cemetery personnel performed 71 burials with 59 lots sold. There is ongoing development of Section D. The steel fence around the cemetery was painted by the summer help. Automated sprinklers were added to Section C.

### Chestnut Hill

Cemetery personnel performed 75 burials with 6 lots sold. 509 feet of 6 foot stockade fence was replaced along the outer edge of the cemetery. Extra trimming of overgrown bushes and trees was performed by using the Middlesex Sheriff's Department Community Outreach Program.

### Old Burial Grounds

Regular maintenance is conducted throughout the year to keep this historic cemetery looking good.

General Maintenance is performed throughout the year which includes weed wacking around the headstones and trees, cutting grass, trimming trees and bushes, repairing and maintaining the sprinkler system, repairing and painting fences, repairing equipment, snowplowing and snow removal.

I would like to take this opportunity to thank the employees of the Cemetery Division for all their hard work throughout the year. Also, a special thank you to all DPW employees who do a great job when extra help is needed. Thanks to the Veteran's Administration of Burlington and the veterans for their help in the preparations for Memorial Day and to the Veteran's Administration who send us veteran workers when needed.

Respectfully submitted,

Paul W. Cauldwell  
Acting Manager  
Cemetery Division

## CENTRAL MAINTENANCE

The Division maintains and repairs vehicles and equipment of six plus departments for the Town, which is continually increasing. Many of the older vehicles, which are well beyond their replacement years, need and require more maintenance than the newer ones.

Along with our routine maintenance program, the winter months increases the need of repairs to the vehicles and snow fighting equipment. During Spring, Summer and Fall we are kept very busy trying to get all the equipment and vehicles back in top condition.

As always, many thanks to the men of Central Maintenance for a job well done. Thank you Robert Glover, Eric Moran and Michael Quinones. Many thanks to all the Town employees who bring to our attention any problems with the vehicles or equipment as soon as possible.

Respectfully submitted,

Paul W. Neilsen  
Assistant Superintendent

## HIGHWAY DIVISION

The Highway Division conducted its regular maintenance of roadways, drainage easements, street and traffic signs, fence repair, guardrails and special paving projects. Burlington experienced 19 storms, which included sanding operations, for a total of 82.5 inches of snow during the 2005 season. The Department spent many hours cleaning snow from the road surfaces, for the driving safety of the public. After the winter months, the Department spent their days cleaning catch basins, draining manholes, repairing mailboxes and sweeping all sidewalks and roadways of sand and debris.

### Special Projects:

- Brush cutting throughout town
- 3500 catch basins and drain manholes were cleaned
- Painting parking spaces at public buildings and schools
- Headwalls cleared of debris
- Cutting Lane – installed 200' of new drain line
- Berm & lawn repairs due to plowing streets
- Sidewalk repair

### Paving Projects by Highway Division:

- Burlington High School – Main Entrance
- Ward Street – Birchcrest to Rita
- Terry Avenue – Cambridge to Long
- Macon Road – Skelton to dead end
- Gidley Street – Princeton to Macon
- Pine Glen Way – Wilmington to Gardner
- Pine Glen School – handicap ramp at Gym entrance
- Terrace Hall Avenue sewer pumping station

### Roads Paved by Pavement Management:

- Cutting Lane – Freeport Drive – Town Line Road
- Juniper Street – Evelyn Street – Luther Road
- Burlington Mall Road

I would like to thank all employees of the Highway Division for a job well done all year. Also, thanks to all departments and contractors that assisted in plowing snow during the winter months.

Respectfully submitted,

William A. Bannon  
Assistant Superintendent  
Highway Division

## WATER & SEWER UTILITIES DIVISION

The following is a summary of statistics, special projects and work completed by the Water and Sewer Section:

### Water Section:

1. Carried out 622 daily service appointments including:
  - Installing 299 water meters; 278 water meter outside viewers; 45 household main valves; and 146 security seals.
  - Conducted and repaired 186 service turn on/turn offs; 211 water bench tests; 5 pressure checks; and 14 winter weather freeze-ups.
  - Handled 184 Dig Safe water and sewer line mark outs.
  - Issued 172 water and sewer connection permits.
2. Repaired 12 service line breaks; 4 broken service valves; and 3 broken main valves.
3. Responded to and repaired 9 water main breaks, 3 of which were considered major as they required multi-divisional assistance to repair the main and resurface the roadway.
4. Installed a new 8-inch valve on Center Street in order to improve the flow and isolate Center Street from Winn Street.
5. Ongoing, year round maintenance programs encompassed:
  - A Town-wide water main flushing from April through July.

- Weekly fire hydrant servicing that included installing several new hydrants, rebuilt 15 in-service hydrants and recycled 12 old hydrants with new parts to be kept as spare inventory. As a footnote - at year's end, all 3,100 fire hydrants in Town were fully operational.
  - Weekly exercising of gates and valves throughout the system.
6. Personnel changes in January included the hiring of William Kane to replace Rick Joslin who transferred to the Sewer Utilities Section and the hiring of Andrew Avant to replace Richard Kullman who transferred to the Cemetery Division.

#### **Sewer Section:**

1. Responded to and repaired 6 main sewer line blockages and 13 secondary sewer line blockages, 3 of which were traced back to residential lines.
2. Daily upkeep, servicing and maintenance of all 14 sewer pumping stations to ensure continuous operation.
3. Spring, Summer and Fall preventative maintenance, via jet rodding of the system.
4. In March we started an extensive infiltration leak detection and repair program focused on sections of the system that are particularly hard hit by this problem. Working with our Engineering Division and contractor National Water Main of Chelsea, MA we jet rodded, cleaned and camera inspected 208,688 linear feet of sewer line and visually inspected 500 sewer manhole structures. Repair work by National Water Main to the identified problem areas began in September and will continue until completion in 2006. Preventing ground water infiltration into the sewer distribution system substantially cuts the amount of sewerage that we send to the MWRA facility.
5. On October 16, 2005 we experienced a major collapse of the main sewer transmission line at 36 Cambridge St. This transmission line carries approximately 75% of Burlington's sewer water to the MWRA connection in Woburn. The task of replacing, repairing and putting the line back in service, without adversely affecting the community anymore than was initially experienced, proved to be a major chal-

lenge but one that was successfully met and overcome by all of the Water and Sewer Division Personnel along with superb cooperation from other DPW divisions, as well as other Town departments, agencies and private contractors. In this regard, I would like to extend my thanks and gratitude to the following:

- The Sewer Section personnel
- The Water Section personnel
- The Highway Division
- The Fire Department
- The Police Department
- The Engineering Department
- The Administrative Division
- Burlington Board of Health
- Burlington Emergency Management
- Massachusetts Water Resources Authority
- Massachusetts Department of Environmental Protection
- The John E. Murphy Construction Co., Burlington, MA
- DeAlessandro Construction Co., Avon, MA
- National Water Main Co., Chelsea, MA
- Insituform Inc., Charlton, MA

#### **Water Treatment Section:**

The year 2005 was a very exciting year with above normal water production. The production was slightly above average overall, but due to the extended dry spell during the summer months and the sale of some water to Wilmington, MA the Mill Pond was used to its max. The rain that arrived in late September allowed Burlington to start diversion from Shawsheen River filling Mill Pond Reservoir. The rain also prevented the need for more drastic conservation requirements as other towns in the area faced.

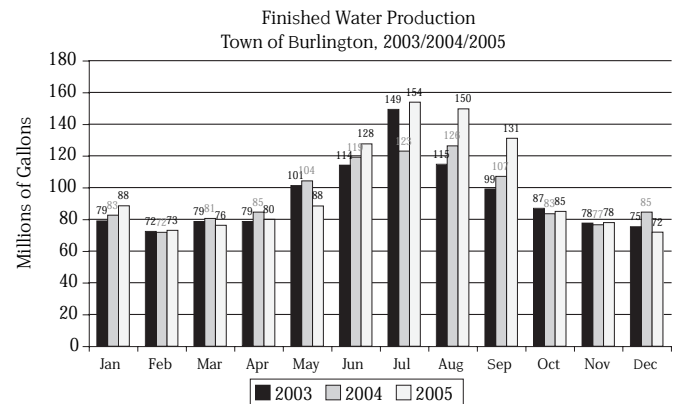
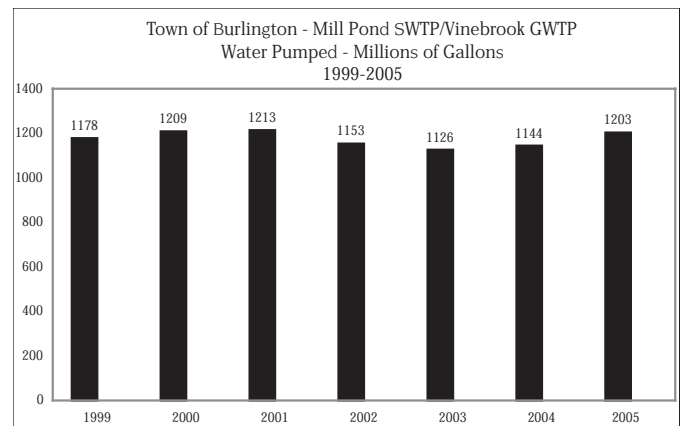
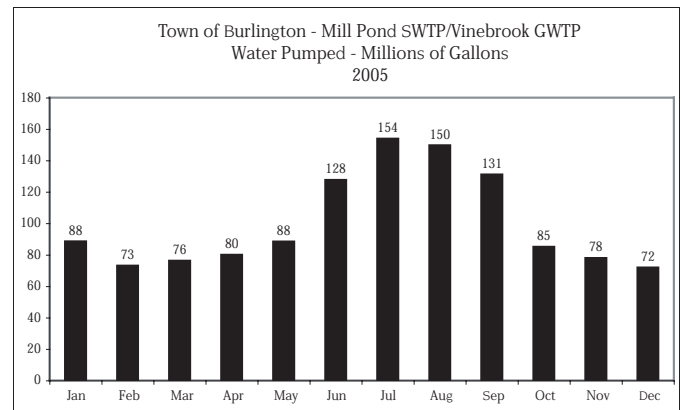
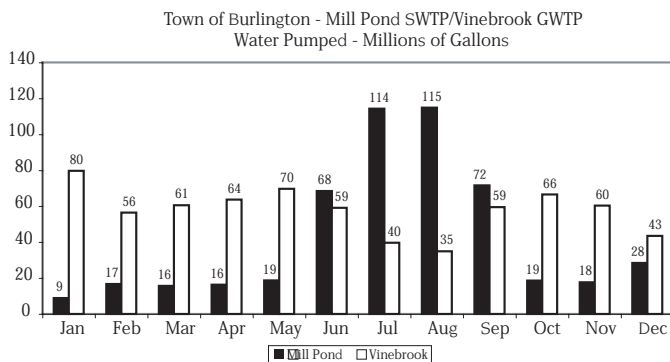
The rain and a dam problem in Tauton also forced a quick inspection of the main dam and two smaller dikes. The most recent inspections of the dams and dikes gave us a clean bill of health but emphasized the town's need to continue regular inspections due to the dams high hazard status.

The Mill Pond facility is also awaiting the rehabilitation that is expected to commence in mid 2006. The rehabilitation will include process and facility upgrades that will help meet the new and future Federal Safe Drinking Act changes.

The Vine Brook Facility produced just under 58% of the water during 2005 while undergoing several maintenance procedures. Wells #1 and #2 were rejuvenated with excellent results. The facility lagoon and the Mill Pond lagoon were cleaned and repaired during the summer of 2005. The first process of filter rejuvenation at the Vine Brook facility was completed with excellent results. Once completed the amount of waste water sent to the MWRA will be reduced and recycling can be increased. It is expected that in 2007 the complete SCADA system will be upgraded to match what is currently underway at the Mill Pond facility.

Water Quality went well with only one non-compliance being issued by the Massachusetts Departmental Environmental Protection. This violation was administrative in nature and was corrected immediately. The Microscopic Particle Analysis testing program at the Mill Pond facility was completed showing the facility had excellent filter log removal on the filter effluent. The Town expects even better results when the new filters come on line. The State lead and copper program still has Burlington meeting EPA guidelines.

In conclusion, if any resident has a question on any operational or quality matters please contact William Keene, Water Quality Production Manager at 781-270-1648.



I would like to say thanks to all my people for another year of work well done and for keeping up their high standard of professionalism.

Respectfully submitted,

David C. McCafferty  
Assistant Superintendent  
Water / Sewer Utilities Division



## B-LINE

There were 47,026 riders who used the B-Line during 2005. This includes 24,913 riders who use passes along with 22,113 adults, seniors and students without passes.

Once again, we would like to thank the Burlington Mall for funding the cost of operating the three B-Line buses for five Saturdays between Thanksgiving and Christmas so the public could ride free to the Mall to shop. There were 338 passengers who took advantage of this opportunity this holiday season. This is a terrific way to get your holiday shopping done and not worry about traffic or having to find a parking space at the Mall.

Respectfully submitted,

Patti Robichaud

### WHAT'S ALL THE BUZZ ABOUT??

The B-Line office is located in the Department of Public Works, on the second floor of the Town Hall Annex Building at 25 Center Street.

The B-Line does not operate on weekends or holidays.

See our Web-site at [www.burlington.org](http://www.burlington.org) and click on "Community Connections - Transportation - B-Line" for exact route maps and schedules.

Pass applications may be obtained from any of the B-Line bus drivers.

	<b>Special Needs</b>	
	<b>Adults</b>	<b>Seniors &amp; Students</b>
Yearly Pass	\$60.00	\$35.00
6 Month Pass	\$35.00	\$20.00
3 Month Pass **	\$20.00	\$11.00

\*\* (Jan-Mar) (Apr-June) (July-Sept) (Oct-Dec)

The B-Line travels by all parks and fields in Burlington, the cinema, as well as all supermarkets (Shaw's, Roche Bros. & Market Basket), all malls (Crossroads, Burlington & Middlesex) and the Lahey Clinic both on Mall Road and at Wall Street.

Fares are as follows (exact change is necessary as drivers carry no money):

Under 6	Free
Students with ID & Seniors	\$.25
Adults	\$.50
Transfers	Free

The B-Line stops at Burlington High School twice on school days; at 2:55 pm and 3:25 pm.

Connect with MBTA and other routes:

Lowell Bus at Chestnut Ave. &  
Burlington Mall or Lahey

Bedford Bus and Lex-Press Bus at  
Burlington Mall or Market Basket

MBTA Busses at Cambridge Street & Chestnut Ave.

The B-Line is safe and clean, convenient (just wave us down), in-expensive (you can't beat the price), and wheel chair accessible.

"You CAN get there from here" - Buzz Around Burlington on a B-Line Bus!

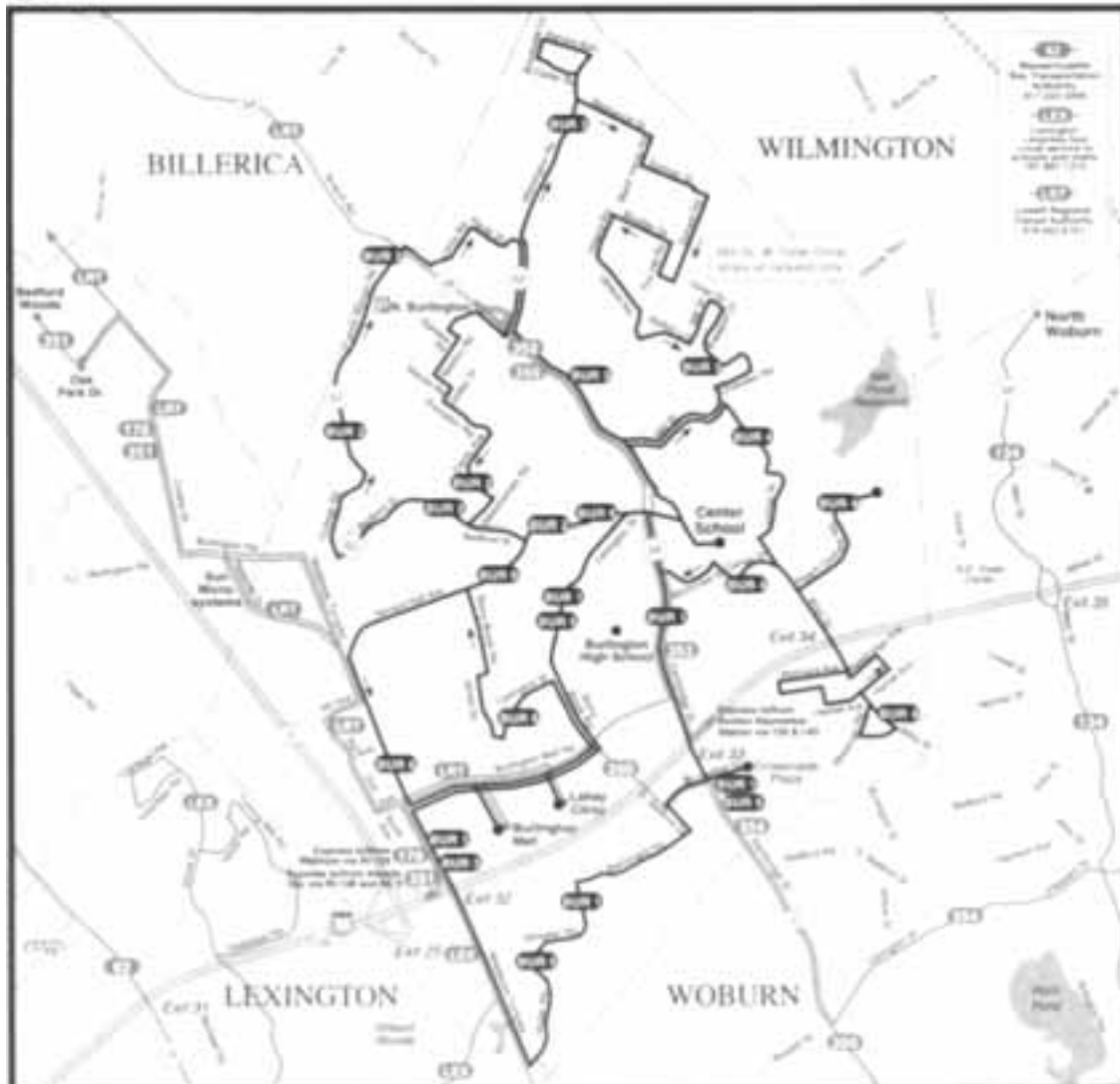
Route #1	RED LINE	Route #4
<p><b>(MALLS)</b></p> <p><u>Leaves Center School on the hour</u></p> <p><u>Starts @ 8:00 am</u>  <u>Last Run @ 5:00 pm</u>  <u>No Service at 1:00 pm</u></p> <p>R CENTER ST past Town Hall  L CAMBRIDGE ST.</p> <p>L Crossroads Plaza @ CVS  R Cambridge Street</p> <p><b>XX On Request: Lahey/Harvard @ Wall St</b></p> <p>L WAYSIDE ROAD</p> <p>1st L S. BEDFORD ST</p> <p>1st R BLANCHARD RD</p> <p>1st L MULLER ROAD</p> <p>R MIDDLESEX COMMON</p> <p>R MIDDLESEX TURNPIKE</p> <p><b>XX On Request: Vinebrook Plaza</b></p> <p>R BURLINGTON MALL</p> <p><b>XX On Request: Lahey Clinic</b></p> <p>LEXINGTON ST to end</p> <p>across Cambridge St to  BEDFORD ST to end</p> <p>R CENTER ST to School</p>		<p><b>(WINN STREET)</b></p> <p><u>Leaves Center School on the 1/2 hour</u></p> <p><u>Starts @ 7:30 am</u>  <u>Last Run @ 5:30 pm</u>  <u>No Service at 12:30 pm</u></p> <p>R CENTER ST past Town Hall  R CAMBRIDGE ST.</p> <p>R DUNKIN DONUTS  <b>thru Shaw's Supermarket</b>  L WINN ST</p> <p>2nd L MILL ST  1st R LOCUST ST to end  L WINN ST  <b>after 128</b></p> <p>4th R MOUNTAIN ROAD  1st L WYMAN ST  1st L WINN ST  1st R WILDMERE AVE  2nd L CARLTON AVENUE  3rd L NEWBRIDGE  2nd R FRANCES RD to end  R WINN ST  <b>after 128</b></p> <p>1st R BEACON ST  turn around Dickie &amp; Pearl  stop at BEACON VILLAGE</p> <p>R WINN ST  R PEACH ORCHARD RD  turn around Grandview Ave  R WINN ST</p> <p><b>XX On Request: Marshall Simonds</b></p> <p>L CENTER ST  L BIRCHCREST ST  L TOWER HILL APARTMENTS</p> <p><b>** END OF 2:30 RUN ONLY:  BIRCHCREST TO HIGH  SCHOOL &amp; BACK TO  BIRCHCREST</b></p> <p>L CENTER ST to School</p>

Route #3		BLUE LINE	Route #6	
<b>(WILMINGTON RD-FOX HILL)</b>			<b>(TERRACE HALL-MIDDLESEX TNPk)</b>	
<b>Starts @ 8:00 am</b> <b>Last Run @ 5:00 pm</b> <b>No Service @ 12:00 pm</b>			<b>Leaves Center School on the 1/2 hour</b>  <b>Starts @ 7:30 am</b> <b>Last Run @ 5:30 pm</b> <b>No Service @ 12:30 pm</b>	
R	CENTER ST past Town Hall		R	CENTER ST past Town Hall
R	CAMBRIDGE ST		L	CAMBRIDGE ST
R	WINN ST		1st R	BEDFORD ST
L	<b>into Shaw's Supermarket</b>		L	TERRACE HALL AVE
L	at stop sign by Dunkin Donuts		R	A STREET to end
R	CAMBRIDGE ST		R	MIDDLESEX TNPk to lights
R	WILMINGTON RD (RT 62)		L	BEDFORD ST to lights
2nd L	CARTER RD to end			back to Middlesex Tnpk
R	DORIS RD			
1st R	SANDRA ST to end		<b>XX On Request: Cinema</b>	
R	WILMINGTON RD		L	MEADOW RD to end
2nd L	WESTWOOD ST		<b>XX On Request: Vinebrook Mall</b>	
1st R	BLACKHORSE LANE		L	MALL ROAD
1st L	SUMNER RD to end		R	BURLINGTON MALL
	quick right and left to		R	MALL ROAD
	VINCENT RD		R	LAHEY CLINIC
1st R	DONALD RD to stop sign		R	MALL ROAD
R	HART ST		1st L	S BEDFORD ST to end
1st R	FOX HILL RD		L	LEXINGTON ST
2nd L	BOULDER DR to end		1st R	HOPE ST
L	UPLAND RD to end		1st R	JAMES ST to end
R	FOX HILL RD to end		R	HEMLOCK RD to end
L	SKILTON Rd to end		L	SANDY BROOK RD to end
<b>XX L</b>	<b>On Request: MILL ST</b>		R	TERRACE HALL AVE to end
<b>2nd R</b>	<b>FREEPORT DR</b>		R	BEDFORD ST to end
<b>1st R</b>	<b>TONER DR to end</b>		R	CENTER ST to School
R	MILL ST to end			
R	WINN ST to light			
L	CAMBRIDGE ST			
** L	fire house			
R	CENTER ST to School			
**	<b>END OF 3:00 RUN ONLY: DOWN CAMBRIDGE ST INTO HIGH SCHOOL AND BACK TO CENTER ST TO SCHOOL</b>			

Route #2		GREEN LINE		Route #5	
(FRANCES WYMAN ROAD)			(LAHEY CLINIC & MALLS)		
<u>Leaves Center School on the hour</u>			<u>Leaves Center School on the 1/2 hour</u>		
<u>Starts @ 8:00 am</u>			<u>Starts @ 8:30 am</u>		
<u>Last Run @ 6:00 pm</u>			<u>Last Run @ 5:30 pm</u>		
<u>No Service at 12:00 pm</u>			<u>No Service at 12:30 pm</u>		
	R	CENTER ST past Town Hall		R	CENTER ST past Town Hall
	L	CAMBRIDGE STREET		L	CAMBRIDGE ST
1st	R	BEDFORD ST	1st	R	BEDFORD ST.
		<i>after Church &amp; Frances Wyman Rd</i>			
3rd	R	COLLEGE RD	1st	L	LEXINGTON ST.
	L	FRANCIS WYMAN RD to end		L	STONEY BROOK RD to end
	R	CAMBRIDGE ST		R	MALL RD.
2ND	L	LEROY DRIVE to end	2nd	L	LAHEY CLINIC
	R	PAULA ST to end		L	MALL RD
	R	turn left then right to		L	BURLINGTON MALL
	R	WILMINGTON RD		L	MIDDLESEX TPK.
1st	R	CHESTNUT AVE to end		L	MIDDLESEX COMMON
		cross Cambridge St to		L	MULLER RD to end
		COUNTY RD		R	BLANCHARD RD to end
2nd	L	WINONA RD		L	S BEDFORD ST
1st	L	RAHWAY RD			
1st	R	SKELTON RD	1st	R	WAYSIDE RD to light
5th	L	MACON RD		L	CAMBRIDGE ST
1st	R	GIDLEY ST		R	BIRCHCREST ST
	L	PRINCETON RD to end		<b>XX</b>	<b>On Request: Tower Hill</b>
	R	CAREY AVE to end		L	CENTER ST to School
	R	MEADOWVALE RD to end			
	L	BEDFORD ST to end			
	R	CENTER ST to School			



## B LINE ROUTES 1-6



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## CONSERVATION COMMISSION

Photo by Randy Newell



*Front (L to R): Kerry Melanson, Larry Cohen, Marylee Everett. Rear (L to R): Chris LoRusso, James Nash, Indra Deb, Gail Lima*

The Burlington Conservation Commission respectfully submits the following report of the activities of the Conservation Commission and Conservation Staff during 2005. Anyone wishing to learn more about the functions and activities of the Commission is invited to contact the Conservation Department or any member of the Conservation Commission, attend a Conservation Commission meeting, or visit the Department webpage (<http://www.burlington.org/conservation/cc.htm>).

The Conservation Commission is comprised of seven volunteer members appointed by the Board of Selectmen to three-year terms. Larry Cohen and Marylee Everett continued as chair and vice-chair of the Commission in 2005. Phil Sutton stepped down after several years of service and was replaced by James Nash.

A three-person Conservation Staff, including Conservation Administrator John Keeley, Conservation Assistant Randy Newell and Principal Clerk Ellen Longo, assists the Conservation Commission. The staff is responsible for providing technical review of project proposals, ensuring compliance with the timelines and administrative requirements of the wetlands statutes, providing input to other Town Boards and officials, and assisting residents and project proponents in navigating the application process.

The Commission is responsible for ensuring compliance with the Massachusetts Wetlands Protection Act and the local Wetland By-law (Burlington By-law Article XIV). To this end, the Commission receives and reviews applications for projects involving work within one hundred feet of wetland resource areas or within 200 feet of a river or perennial stream. Through the public hearing process, the Commission determines whether a project is permissible under the wetlands regulations, whether the proposal can be improved to better protect the town's resources, and then issues or denies a permit accordingly.

The Conservation Commission is also responsible for managing several parcels of Town land under their jurisdiction. These include the Mill Pond, Sawmill Brook, Marion Road and Little Brook Conservation Areas, in addition to several smaller parcels. Beyond managing existing Conservation Land, the Commission pursues and promotes the acquisition of additional open space throughout the Town through several means, including conservation restrictions, land donations, land transfers, and outright purchases. At the January Town Meeting, the Town voted to make an eight-acre parcel of Town land on Raymond Road its newest Conservation Area by transferring its custody from the Board of Selectmen to the Conservation Commission.

### **Regulatory Functions/Permitting**

The Conservation Commission reviewed and permitted a variety of projects in 2005, ranging from residential additions and teardowns/rebuilds to new commercial projects. Among the projects that the Commission reviewed and/or permitted in 2005 were: a new restaurant at the under-construction Wayside Commons, a new Border Café at the old Victoria Station site on Middlesex Turnpike, the addition/renovation of the Burlington Car Wash and the Shamrock Drive subdivision off Center Street. Off-site roadway improvements to Muller and Wheeler Roads associated with Arborpoint at Burlington were also reviewed and permitted, as was the Grandview Commons over-55 housing project.

The Commission also continued working on an update to the wetland bylaw (Article XIV) in 2005.

### **Land Management**

The Town's Open Space & Recreation Plan was completed and accepted by the MA Division of Conservation

Services in 2005. This document, compiled and written by Sandra Grund, will serve as a planning tool to help guide the Town in managing and acquiring open space. Its acceptance by the State helps improve the chances of the Town receiving State grants for a variety of purposes, including land acquisition. The Open Space & Recreation Plan is available to download at the department's web page, and printed and bound copies are available at the Conservation Department.

In October the Commission sponsored a walk in the Sawmill Brook Conservation Area. Commission staff also did outreach to former land stewards and other interested parties in an attempt to revive the Land Steward program in 2006.

### Stream Cleaning

The summer stream-cleaning program entered its fifteenth year under the supervision of Alexis Clark. A smaller, three-person stream cleaning crew addressed the traditional trouble spots in residential areas, removing truckloads of trash and debris from stream channels each week. Although the crew size was smaller because of a reduced budget, it was generally agreed that the smaller crew was more logistically efficient and did a great job.

This report was prepared on behalf of the Conservation Commission by John Keeley, Conservation Administrator.

Respectfully submitted,

The Burlington Conservation Commission  
 Larry Cohen, Chair  
 Marylee Everett, Vice Chair  
 Indra Deb, Commissioner  
 Gail Lima, Commissioner  
 Christopher LoRusso, Commissioner  
 Kerry Melanson, Commissioner  
 James Nash, Commissioner

### BOARD OF APPEALS



*Board of Appeals: Front Row (left to right): John Sullivan (Vice Chairman), Robert Meaney, George Murray (Clerk). Back Row (left to right): John Alberghini (1st Alternate), Bill Gaffney, Gene Lane (2nd Alternate). Missing from photo is Wayne Harding (Chairman).*

The Board of Appeals of the Town of Burlington is created under Section 9.5.1 of the Zoning By-Law, pursuant to Chapter 40A of the Massachusetts General Laws. The two alternative and five permanent members of the Board are appointed by the Town Administrator to unpaid terms of one and five years respectively. Its purpose is to hear and decide appeals from an adverse decision of the Building Inspector or any Town Board, to make determinations in Flood Hazard Districts, to hear and decide petitions for variances, in particular instances to permit signs in a Business or Industrial Zoning District larger than those specified in the Zoning By-Law and, to issue comprehensive permits under MGL Chapter 40B.

The vast majority of cases heard by the Board are petitions for variances from strict compliance with the Zoning By-Law. After giving notice by mail to the abutters of the affected parcel and giving notice to all others by newspaper publication, the Board holds a public hearing to hear all of the evidence either in favor of or in opposition to the granting of the variance.

In order to grant a variance from the strict requirements of the applicable zoning by-law, the Board must find the following:

1. That, owing to circumstances relating to the soil conditions, shape or topography of such land or structure which is the subject matter of the petition for a variance and especially affecting such land or structure, but not affecting generally the zoning district in which it is located, a literal enforcement of the provisions of the zoning by-law would involve substantial hardship, financial or otherwise, to the petitioner.
2. That desirable relief may be granted without substantial detriment to the public good.
3. That desirable relief may be granted without nullifying or substantially derogating from the intent and purpose of the by-law.

The burden upon the Board of Appeals is a great one and cannot be taken too lightly because the collective decision that it makes will have a lasting effect upon the town and its citizens. It is the only town board with explicit authority given by the State Legislature to actually allow citizens to avoid complying with the law, in appropriate situations.

There is no set formula by which the Board can make its decision so that every decision appears compatible with the other. What may be a substantial derogation of the intent and purpose of the zoning by-law in one petition may not be so in another. Consequently, it is difficult to compare any one decision of the Board with another. Each case must be treated individually and must stand on its own merits and not be decided by precedence.

In 2005, the Board heard 35 cases, 18 were residential cases which generated \$1,800.00 in fees and 17 commercial cases which generated \$4,000.00 in fees. The applications generated in total \$5,800.00 in fees.

The members of the Board of Appeals are pleased and honored to serve the town and look forward to another successful year of dedicated service to its citizens.

Respectfully submitted,

Wayne Harding, Chairman  
 John Sullivan, Vice Chairman  
 George Murray, Clerk  
 Robert Meaney  
 William Gaffney  
 John A. Alberghini, 1st Alternate  
 Gene Lane, 2nd Alternate

## BUILDING DEPARTMENT

I herewith submit my report as Inspector of Buildings for the year 2005. This report shows construction activity for the Town of Burlington moving ahead at a healthy pace and it appears to be continuing into the 2006 calendar year.

The total estimated building permit construction costs for 2005 rose 37% to \$166 million dollars, up from \$121 million in 2004. Residential construction values increased significantly to \$97 million compared to an estimated \$33 million in 2004. Commercial construction values fell slightly to an estimated \$68.5 million from \$85 million in 2004. The total number of permits issued by the Building Department staff during 2005 was 2,770 down slightly from last years 2,935, resulting in 4,505 inspections being performed. The total permit fees collected in 2005 were \$2,204,954 an increase of 26% over 2004.

Total residential building construction values tripled from 2004. Multi-family construction is responsible for this gain. During this period a number of large multi-family projects did break ground including the Seven Springs development of 331 apartments and 16 of 94 condominiums, Kimball Woods 256 apartments, and 42 condominiums at Grandview Commons for senior housing. A total of 55 dwelling building permits were issued. Twenty-five (25) building permits were issued for multi-family dwellings which amounted to 675 units (1 permit equals 1 building), five and one-half (5½) the times the previous year.

Single-family dwelling permits decreased 30% from the reported 43 the previous year. Among the 30 single-family dwellings, twelve (12) were erected on new or existing vacant parcels and the remaining eighteen (18) dwellings were demolished and replaced with new dwellings on the same parcel. Residential building activity this year for single-family dwellings included the following:

- |                            |                                      |
|----------------------------|--------------------------------------|
| • 71 Roofs                 | • 17 Two-Story Additions             |
| • 58 Decks                 | • 14 Second Floor Additions          |
| • 49 Siding                | • 20 Family Room Additions           |
| • 16 Garages               | • 14 Finish/Remodel Basement         |
| • 23 Swimming Pools        | • 32 Kitchen Additions/Remodels      |
| • 22 Seasonal/<br>Sunrooms | • 40 Bathroom Additions/<br>Remodels |



New commercial construction rose primarily from the Lahey Clinic Parking Garage and the Wayside Commons Project (former Raytheon site); three (3) of the five (5) buildings broke ground at the Wayside Commons in 2005. Winn Street Service on Wall Street moved to their new location down the street into a new 2-story office/storage building. A major renovation of the Hilton Garden Inn on 5 Wheeler Road amounted to \$4.2M in construction value.

Renovation projects for new office tenants included Softscan at 1 Wayside Road, Bank of America at 10 Burlington Mall Road, EAS Corporation at 35 Corporate Drive, Verizon at 51 South Bedford Street, AIM Insurance at 52 Third Avenue, KEMA at 67 South Bedford Street, SunGard at 3 Van de Graaff Drive, RSM McGladrey at 7 New England Executive Park, HMMH at 77 South Bedford Street, and Lahey Clinic projects at 29 Burlington Mall Road include Patient Financial Services and the Data Center.

Burlington Mall's new retail tenants with significant construction include Hollister Co., Apple Computer, Brighton Collectibles, Sigrid Olsen, BabyStyle, and Lucky Brand Jeans.

There are two (2) new official streets to report in 2005, Seven Springs Lane and Kelly Farm Way. Seven Springs Lane will have one main entry off Wheeler Road and loop around to accommodate the new residential development "Seven Springs" (formerly ready-mix concrete plant site on Wheeler Road). This development has a rental component of 331 apartment units (18 buildings) known as "Arborpoint at Seven Springs." The for sale component will consist of 94 townhouses/condominiums (19 buildings) known as "The Village at Seven Springs." Kelly Farm Way will accommodate 10 new single-family dwellings off Muller Road.

The Building Department personnel received and responded to approximately 30 emergency calls from the Fire Department and other Town agencies this past year. In addition, we responded to approximately 74 complaints/violations and provided an estimated 52 zoning determinations. The majority of zoning complaints and violations this year mainly consisted of the parking of more than one (1) unregistered vehicle in a residential zone. We performed 87 annual inspections and issued 78 Certificates of Inspection. In 2005 we implemented Chapter 304 of the Acts of 2004, An Act Relative to Fire Safety in the Commonwealth, whereas every liquor license holder must submit as a precondition

of renewal of said license a valid certificate of inspection. In conjunction with the Fire Department, we issued 20 of the Chapter 304 certificates to the appropriate establishments in Burlington.

We continue to work diligently with state agencies and public safety departments going through a continuation of certification classes, meetings and training exercises. These agencies include the Local Emergency Planning Committee (LEPC), Massachusetts Emergency Management Agency (MEMA), and Federal Emergency Management Agency (FEMA), and the Commonwealth of Massachusetts Department of Fire Services (DFS) and the Commonwealth's Board of Building Regulations and Standards (BBRS).

Our Microfilm Imaging Project took a giant leap forward in 2005. We enlisted the help of an intern to log and prepare our plan archives. She has worked diligently and has completed over 3,100 plans for microfiche. Plans are going out on a continuing basis. To date we have microfiche in the office covering the years 1992 through 2004. We would like to take this opportunity to thank Cyndi for her great organizational abilities and dedication to get the job done.

This past year the Building Department took part in two (2) programs to assist us with the administration of the office, the Senior Tax Work Off Program and the Police Department's Community Service Program. We would like to thank them for a job well done.

The Building Department continues its success with the permit tracking system by recording inspections on-site with handheld Pocket PC devices, offering quick and easy access to the tracking and reporting of all inspections.

The department has available informational brochures, Building/Development Process Handbook, explaining the permitting process, The Building Department's Most Frequently Asked Questions, and the 2nd Water Meter Guidelines, a brochure explaining the procedure for installing these meters.

The Building Department's future goals for the coming year are (1) to stay ahead of the demand that will be imposed by construction activity underway and what is being planned, (2) continue to microfiche our plans to reduce our large area of archived storage, and (3) integrate existing files into the records tracking software. We realize this is an ambitious list but we feel it is attainable. To date,

we have been able to cope with the demand imposed upon us, directly attributable to the maintenance of the Department's current staffing levels.

On June 30th, long time Wiring Inspectors, Bill Fairweather and Jack O'Keeffe retired with over 59 years of service to the Town of Burlington between them. I would like to take this opportunity to thank them for all their dedicated years of service and a job well done. Jim McDonough was hired to take on the role of full time Inspector of Wires.

In conclusion, I would like to take this opportunity to thank my entire staff: Andy Ungerson, Senior Building Inspector; Bruce Clark, Local Building Inspector; Glenn Paparo, Plumbing and Gas Inspector; Jim McDonough, Inspector of Wires; and to Judy Sorensen, Principal Clerk for all their dedication to the job and their commitment to excellence.

The total number of permits issued and estimated values are as follows:

#### BUILDING PERMITS

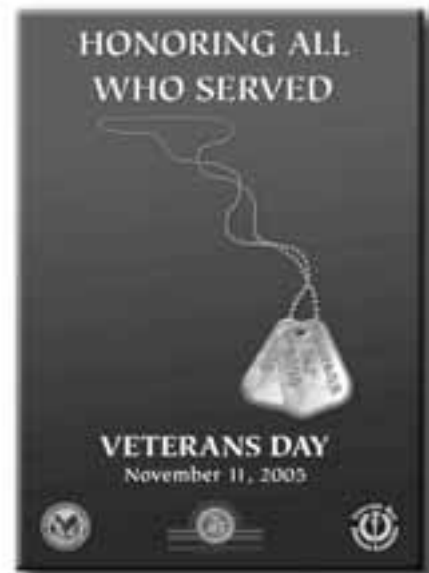
Work Categories	No. Issued	Estimated Construction Cost (In Dollars)	Fees Collected
New Residential Dwellings	55	82,154,402	810,360
Residential Additions	164	7,847,402	94,150
Residential Remodels	226	3,007,585	38,607
Residential Garages	7	3,512,800	35,128
New Commercial Structures	14	36,532,759	523,289
Commercial Additions	3	512,850	5,979
Commercial Alterations	172	29,985,076	357,227
Signs	98	247,287	4,950
Miscellaneous	48	343,136	5,442
Foundation Only	1	50,000	750
Swimming Pools	23	321,691	770
Demolitions	60	1,105,100	5,150
Temporary Mobile Homes	1	9,000	50
Temporary Trailers	23	31,900	1,150
<b>TOTALS</b>	<b>1240</b>	<b>\$165,660,989</b>	<b>\$1,883,005</b>

		Fees Collected	No. of Inspections
Building Permits	895	\$ 1,883,005	1,853
Certificates of Inspection	97	4,541	104
Electrical Permits	983	206,391	1205
Plumbing Permits	511	91,595	888
Gas Permits	380	18,824	366
Miscellaneous Copies, etc.		603	
<b>TOTALS</b>	<b>2857</b>	<b>\$ 2,204,959</b>	<b>4,416</b>

Respectfully submitted,

John J. Clancy  
Inspector of Buildings

## THE OFFICE OF VETERANS SERVICE



*Honoring All Who Served – Poster provided by Department of Veterans Affairs*

As the War in Iraq and Afghanistan continues, the Burlington Office of Veterans Services has had another very active year as more veterans and families of veterans came into the office for counseling and advice. The Massachusetts Department of Veterans Services created a

helpful pamphlet to distribute to those active duty personnel as they return home and become eligible for state and federal benefits through this office.



*Welcome Home Guide – Booklet cover provided by Mass. Department of Veterans Services*

The Massachusetts Department of Veterans' Services has notified this office that forty Burlington veterans have been released from Active Duty. Accordingly, each of these veterans has received a "Welcome Home" package which directs them to visit or call the Burlington Office of Veterans' Services when in need of assistance or simply to ask questions about state or federal benefits. In response to that invitation, many have already shown up at our door, and this office is honored to help them get acclimated to civilian life.

Also, because of the ongoing combat actions in the Middle East, there has been an outpouring of support and respect for the men and women serving in the military. The Allied Veterans donated phone cards to send over to our troops so they can call home to their families. The students at Burlington High School also need to be commended for their great work in sending out packages to the troops. Because of their hard work, the "Honor Our Heroes" program was able to send out packages to seventy soldiers overseas.



*Burlington High School Students preparing packages to be sent to soldiers overseas. Photo: Alan McRae, Co-Chairman, "Honor Our Heroes"*

This office faces new challenges, including managing the resources available from the federal Veterans Administration, the state's Veterans Services, as well as the resources of the Burlington Office of Veterans Services. Since the new federal prescription assistance program was extremely confusing, we spent a great deal of time and energy working with our constituents to make sure they received the correct information about the new Medicare Part D prescription plans. Assisting our elderly clients in understanding the options was an important part of our job.

The office and the veteran community were involved with several activities and events, such as Memorial Day, Veterans Day, and this year, we sponsored the 30th anniversary gathering in remembrance of the end of the Vietnam War. This event, held at the American Legion, brought together many Vietnam Veterans, and one individual who was a member of the last Vietnamese family to be evacuated from Saigon on those final days of our involvement in Vietnam.

Most people in town know this office through the public events; however, the focus and primary concerns of the Burlington Office of Veterans Services is day to day working in private with veterans to ensure that they and their families receive the proper counseling and benefits due them. We also interact with a wide variety of residents on a myriad of topics not related to veterans issues. Currently, more than one and a half million federal dollars is distributed in federal VA Benefits to Burlington veterans and their families each year. More veterans and surviving spouses are also now eligible for additional state veterans services'

benefits. Hundreds more also seek advice on health care and prescription assistance from the VA, as well as education, home loans and several other benefits from the state and federal governments.



*Memorial Day - Burlington Marine Corps League and the Marine Guard 1812 of the USS Constitution – Photo: Betty McDonough*

After the traditional placement of twenty-three memorial wreaths around town by the Allied Veterans, the Memorial Day Ceremony at Chestnut Hill cemetery was held with all the proper dignity our deceased veterans deserve. Marine LTC Dave Wilkinson was the guest speaker, and Father John Crispo, Pastor of St. Margaret's Catholic Church, was our Chaplain. The high school band played the National Anthem and the Military Medley. This year Burlington's Office of Veterans' Services presented plaques to the town's Marine Corps League Honor Guard and the American Legion Rifle Squad to thank them for their continuous service to the town. The speaker for Veterans Day was United States Coast Guard Captain Mary Landry.

In attendance for both days were members of the American Legion Rifle Squad, members of the American Legion, led by Commander Jim Algieri, the DAV, led by Commander Andy Giordano, VFW Commander Jack Rodwell and members of the VFW, and the Marine Corps League and Marine Corps League Honor Guard led by Commander Art Enos, and the Burlington High School Marching Band, cub scouts, boy scouts, and members of the local veterans service organizations. The Burlington Police and Fire Department Honor Guards also joined us as well as members of the Police and Fire Departments.

Once again, special thanks go out to the staff at the Marriott Hotel and general manager Jim Kappel for delivering and serving a continental breakfast to our veterans each and every Memorial Day and Veterans Day. The hotel supplies the food and beverage and the staff volunteer their time.

And Burlington High School Principal Linda Hayes held her fifth annual Veterans Day ceremony. This office was honored to be invited, and we assisted with identifying local veterans to be invited.



*Veterans Day Flag Raising - Burlington Disabled American Veterans – Photo: Betty McDonough*

After a third successful year on line, this office's veteransinfo.net website has been very successful, with more than 8800 hits from which telephone, e-mail, and hard mail inquiries were developed. The website is maintained and updated on a regular basis by office staff member, Betty McDonough, and with links to many important and interesting sites, a vast array of important information is available.

The Burlington Office of Veterans Services is really a one stop Human Service Office and has as its top priorities: the providing of services designed to improve the quality of life for every veteran in town, their families and surviving dependents, for people with disabilities and their families, families in need of fuel assistance, and those wishing to be employed under Labor Services with the town.

This does not include people and entire families who continue to arrive at our door looking for advice and assistance with issues not listed in our title. The Office of Veterans Services handles innumerable human service issues for many citizens of town. Elderly and young alike are always asking about job assistance, or seeking information and assistance about Social Security, Medicare and Medicaid. Families seek us out and ask for advice about health insurance and health care as well as educational assistance for college bound children. We also answer questions about long-term care. With additional low-income families living in subsidized housing in Burlington, many people arrive at this office to ask questions and seek assistance.

## 1. VETERANS SERVICES

Massachusetts General Laws Chapter 115 grants eligible Burlington veterans, their families and their surviving dependents benefits to provide for daily living. These benefits also cover medical insurance and medical care payments for residents who are uninsured or underinsured. These benefits are intended to be temporary in nature and not a full time, permanent support system. The Massachusetts definition of a veteran now coincides with the federal definition to include everyone who served in uniform for at least 180 days.

The Commonwealth reimburses the town 75% of the money spent directly on the veteran in the way of veteran's benefits and for the U.S. flags placed on the graves of deceased veterans buried in our two cemeteries. This year the town was reimbursed approximately \$40,000 for benefits provided through this office as well as \$35,000 towards reimbursement for the various tax abatements available for service-connected disabled veterans.

This year the Massachusetts Department of Veterans Services instituted a new application and reimbursement program to help track those veterans receiving state veterans benefits throughout the state. It was necessary for this office to receive training for this program, as proficiency is expected in order to work hand-in-hand with the state.

## 2. VETERANS AFFAIRS

US Code, Title 38 directs federal benefits to eligible veterans and their families. These include pensions, disability compensation, final burial expenses, education, hospitalization, mortgage loan guarantee, outpatient care and domiciliary care. Evaluation, assistance and counseling are offered at the local level to facilitate access to these programs.

State or Federal Veteran's benefits are not automatic in any sense of the word. These benefits must be applied for in accordance with strict state and federal laws, rules and regulations. Many hours are spent counseling veterans, their families, and surviving dependents regarding the filing of claims to the Department of Veterans Services in Boston for state claims, and the Department of Veterans Affairs in Washington for federal benefits.

Daily consultations with local veterans regarding retirement and pension issues, medical and insurance assistance, employment possibilities, rehabilitation through various programs including the State and Federal Outreach Centers, individual problems, affect of new legislative proposals, and updating of existing programs, plus discussions with families and dependents continue to claim a large proportion of our time.

With the veterans population aging and dying in ever larger numbers, the number of veterans and families seeking veterans benefits, counseling and advice continues to increase.

The Burlington Director of Veterans' Services is a Past President of the Northeast Veterans Services Officers Association. He is also a member of the Massachusetts Veterans Service Officers Association. The Veterans Agent is the Adjutant of the Burlington Allied Veterans Council, comprised of representatives of the American Legion Post #273, the Veterans of Foreign Wars Post # 7423, the Disabled American Veterans Post #113, and the Marine Corps League. The Director is also a member of the Burlington American Legion, the Burlington VFW and the Vietnam Veterans of America.



*Members of Burlington's American Legion – Photo: KarwanPhotos.com*

Every effort is put forth by the Office of Veterans' Services to ensure proper observances of Memorial Day and Veterans Day. The Burlington Allied Veterans' Council conducts Poppy (Forget Me Not) Sales through its member organizations at the high school polling place each election. The Allied Veterans' Council continues to spend several afternoons throughout the year visiting the Edith Nourse Rogers Veterans Hospital in Bedford to sit and talk and conduct Bingo games and holiday parties for our brother and sister veterans confined to the hospital.



*VA Hospital Bedford with Burlington Allied Veterans' Council – Photo: Betty McDonough*

### 3. DECEASED VETERANS

Assistance is offered to families of deceased veterans in reviewing available benefits, filing for government life insurance, obtaining burial allowances, markers, and burial lots in our local cemeteries. The Burlington Office of Veterans Services thanks the Allied Veterans, Burlington

Boy Scout Troops 511, and 103, and the Girl Scouts for assisting in the placement of U.S. Flags on the graves of veterans buried at the Pine Haven and Chestnut Hill Cemeteries.

### 4. GRAVES OFFICER

The Burlington Director of Veterans' Services is the town's Graves Officer. Section 9 of Chapter 115 MGL requires flags of the United States to be placed on graves of deceased veterans each Memorial Day. The Town of Burlington honors its veterans buried here by flying the Stars and Stripes all year long on the grave of each veteran. The town's cemetery personnel have always afforded cooperation and support in this responsibility. The town provides individual bronze flag holders. The Graves Officer ensures that every eligible veteran has a flag on his or her grave. The Graves Officer is also responsible for ensuring that only veterans discharged under Honorable Conditions are given consideration for the purchase of a grave in the Veterans Section of either the Chestnut Hill or Pine Haven Cemeteries. In addition, the US Government provides a military bronze grave marker for honorably discharged veterans and is applied for by the Graves Officer.

### 5. DISABILITY ACCESS COMMISSION (DAC)

This office provides coordination between the Commission and the town, local businesses and residents of Burlington. Serving as the representative of the Board of Selectmen to the Commission, this office coordinates, schedules and maintains records of all DAC business. The DAC continues to work with the town and the schools to ensure accessibility and reasonable accommodations in the various buildings.

The Disability Access Commission reviews and recommends to the Board of Selectmen the use of the funds raised from handicapped parking fines. These funds are held in a special Handicapped Parking fine account to update or to purchase handicapped-accessible items, which are then used by the general public. During 2005 alone, approximately \$12,000 was allocated for items associated with improving the lifestyle for the disabled, including handrails for the Town Common steps, school walkways, equipment and an automatic door opener at the Council on Aging in the Human Services Building.

## 6. FUEL ASSISTANCE

Due to serious economic situations, this fuel assistance season has once again been one of the busiest in recent years. With the economy not doing well, and the dramatic increase in fuel costs, more residents become eligible for this benefit. Eligible residents apply for this joint state and federal benefit through this office. This office is responsible for all eligible residents under 60 years of age and appointments were scheduled every day in January and February and again later in the year in November and December for the 05/06 season. Verification is sometimes time consuming and several visits with increased amounts of paperwork are required in order for the applicant to receive the proper amount of assistance, but obtaining all the information needed for determination of the candidate is absolutely necessary. Also, families on fuel assistance often need additional guidance and assistance and utilize this office as the resource for information and direction they need to improve their quality of life.

## 7. LABOR SERVICE

This office also is responsible for maintaining the Labor Service List for the town. Labor Service is the part of Civil Service that does not require an exam to be placed on the list. The departments in town that utilize the Labor Service List are: DPW and Cemetery, Recreation as well as the school cafeterias. There are approximately 180 individuals who are presently listed on the Labor Services Roster.

Respectfully submitted,

Robert C. Hogan, Director

Betty McDonough, Principal Clerk

## BURLINGTON COMMUNITY LIFE CENTER

### Mission and Overview

The Burlington Community Life Center is a department for the Town with the responsibility of providing mental health and social services to families with children, adolescents and young adults (specifically ages 9-22). BCLC also provides information and referral services for ALL Burlington residents of any age. In addition, BCLC staff provide screening for People Helping People, primarily for residents making requests of the Covenant for Basic Needs (established in 1981 by the Burlington Clergy Association).

The BCLC has been in operation since 1974 when it became a Town department. Prior to this, the office had opened under the name House of Common in 1972. In 1978, BCLC was given the specific mandate to provide counseling services to teenagers and their families. In recent years, there was increasing demand for BCLC to provide services to younger children, so the age range was expanded to include families with children nine years old and above.

The BCLC continues to work with adults and young people on such diverse problems as family conflict, adolescent issues, parenting skills, marriage and relationship problems, drug and alcohol abuse, depression and suicide, neglect, domestic violence and the like. The BCLC offers individual, family, and group therapy services, and our philosophy is oriented toward involving entire families in treatment whenever possible. Since it is within the family that these problems are most acutely felt, and these same families often possess the best and most available resources to resolve problems, we believe that family therapy is often the most useful and effective means of treatment.

Evening appointments may be arranged for working families by calling in during regular office hours (9-5). (During later evening hours and on weekends, the agency voicemail will collect messages for BCLC staff and refer callers to a 24-hour back-up emergency mental health service if there is an immediate crisis that cannot wait until the staff is available.)

### **Interdepartmental/Agency Collaboration**

BCLC staff work collaboratively with town departments and other mental health and social service agencies. At the request of Burlington High School's health education department, we have again provided workshops for sophomore health classes on depression.

Charlie Franich, BCLC therapist, was re-elected in June 2005 to serve as co-chair of the town's Drug & Alcohol Task Force. This year the Task Force invited the community to participate in Burlington's Second Annual Alcohol-Free Weekend as the kick-off to Drug and Alcohol Awareness Week in May. The Task Force has also been working closely with Chief of Police Fran Hart and members of the Board of Selectmen to establish regular compliance checks on Burlington's liquor license establishments and penalties for violations in order to more effectively prevent the sale of alcohol to minors in Burlington.

Additional work in the schools has included Peggi Stallings Durand, Charles Franich and Dinah Lane working very hard with Amy Mahoney in the guidance department to implement a Peer Education Program with select juniors and seniors at the high school. In the Spring these high school students speak with between 200-250 seventh graders about the dangers of substance abuse. The assumption is that seventh graders will be receptive in a different way to these issues when hearing about them from other youth.

BCLC staff also met regularly with members of the Burlington Clergy Association and were involved in local and regional meetings of agencies and programs concerned with mental health or social services (Lahey Initiative Committee on Domestic Violence, Lahey Community Benefits Committee, Local Officials of Human Services Council, and other adolescent service organizations).

### **Social Services**

The BCLC also offers ALL Burlington residents a range of social services including the administration of resources offered through People Helping People, Inc. PHP is an umbrella organization made up of community volunteers who help oversee and coordinate the efforts of three established groups: Community Pantry, Covenant for Basic Needs and Burlington Holiday Program (formerly

Burlington Santa). Wes Simons continued to serve on the Board of Directors of PHP. Many residents are aware that the Holiday Program helps needy families during Thanksgiving and Christmas. However, some other extensions of this program help needy families throughout the year with summer camperships, back-to-school clothes and the like.

The PHP Board manages the Covenant for Basic Needs. They work with the Burlington Clergy Association to provide limited help for those residents experiencing financial emergencies. The BCLC staff screen those applying for this assistance. In FY2005, we handled over 100 requests that involved 113 residents. This number does not include the many requests we receive from residents applying for the Holiday Program and the scores of residents already served by the Pantry.

We extend our heartfelt gratitude to Roberta Damelin and her small group of volunteers for their tireless efforts and hundreds of volunteer hours managing the Food Pantry. We also thank Karen Gallagher and Barbara Naddaff for coordinating the Pantry until 2003 and the Holiday Program over the past several years. Their dedication and valuable contributions to PHP are deeply appreciated. Several other people have also put a lot of time and energy into making this program work. We thank members of the PHP Board and all those residents, groups and companies who contributed time, talent and money to help PHP through another year. (The Pantry voicemail may be reached at 781-270-6625.)

BCLC also maintains an information and referral service to assist ANY resident in locating the particular social service that a resident may require. Staff have assisted young people and their parents in situations requiring hospitalizations, finding appropriate emergency or residential care, and the like. Due to dwindling resources and program cuts, this search has been more difficult and sometimes resources have been unavailable.

### **Statistical Notes**

An average of over 200 residents each month receive counseling services. Over 100 people made requests for assistance from People Helping People throughout the year, especially during the holidays.



### Age Range:

167	Adults (26 & Older)
15	Young Adults (19-25)
205	Adolescents & Children

### Treatment Modality

250	Family Counseling
77	Individual Counseling
10	Team Family Counseling
50	Group Counseling

### Referral Sources:

40%	Schools
21%	Self Referrals (These are mostly former clients who were happy with the services provided previously and returned due to a new crisis or issue.)
16%	Family & Friends
22%	Community (police, clergy, doctors, crisis team, lawyers, other town depts, DMH, DSS)
1%	Other

### Other Community Services

As in previous years, the BCLC provided administrative and other support to a number of programs in the community of benefit to Burlington residents. Michele Trigilio continues to do an excellent job coordinating the FISH and Rent-A-Kid programs. FISH (Friends In Service to Humanity) volunteers provided 105 rides to local medical and social service appointments for residents in need of transportation. The Rent-A-Kid referral service received 56 requests from adult residents who wanted to hire young people to do a variety of odd jobs.

### Training

The BCLC provides training to graduate student interns as part of their professional education. BCLC has provided field placement training since the late seventies to graduate students from Boston University, Simmons College, Lesley University, Tufts University, Antioch University, Northeastern University, Salem State, and University of Massachusetts, Boston. We thank the students for their long hours of service and dedication. BCLC has consistent-

ly received high marks for the training and supervision received by students at the agency.

### Board of Directors

The Board of Directors at the Community Life Center continued their involvement and I deeply appreciate their help and support. Board members include:

Ronald MacKenzie, Chair	Thelma Iozzo
Marilyn Langley, Vice-chair	Ann McNamara
Father John Crispo	Roberta Mills
Candace Gustafson	Betty Murphy
Michael Howard	Sgt. Greg Skehan

### Summary

The demand for our services continues to be heavy while other resources in the area continue to diminish. We extend our thanks to the many in the town who have supported our efforts.

Respectfully submitted,

Wesley M. Simons  
Executive Director

## COUNCIL ON AGING

After the passing of Jeanne Garrett, the first Coordinator of the Council on Aging, both the Council and the Selectmen voted unanimously to rename the senior center after Ms. Garrett. The renaming ceremony will take place during February 2006, around the time of the anniversary of her passing.

This has been another year with changes for the Council on Aging. Patty Smith left her position to go work with seniors full-time as a home health aide. Walter Hall, our former custodian came to replace her before his health forced him to leave the Town of Burlington once again. Patty Walsh is our newest van driver. Debbie Bailey also left this year and was replaced by Debbie Gochis who was working in the tax office. Both Debbie and Patty are working out very well. Sue Trousil our meal site manager from Minuteman Senior Services retired at the end of the year after 6 years in Burlington.

## Volunteers

The senior center runs as smoothly as it does in very large part thanks to the 115 volunteers here at the center. The number of volunteer hours totals well over 28,750 and according to the United Way and Points of Light Foundation the monetary value of all of these volunteered hours is over \$444,475. But in reality the value of our volunteers is priceless, particularly when you consider that over 900 seniors walk through the doors of the center each year to participate in activities or to just be with other people.

## Monthly Meetings

The Council on Aging Board meetings are held on the second Wednesday of the month at the Senior Center at 10am in Room 136. The meetings are open to all with citizen participation encouraged.

## Monthly Newsletter

The Senior Spotlight, a monthly informational newsletter, is mailed to all persons 60 and over in the Town of Burlington. There is no charge for this subscription. The monthly newsletter serves as a very valuable link between the Council and the elderly community. The Spotlight updates news pertaining to medical and legal issues. A monthly listing of schedules and events along with a daily lunch menu is included in the newsletter. An average of 3,300 newsletters are mailed out each month.

## COA Van

The Council on Aging van provides door-to-door transportation free to seniors within the boundaries of the town for senior center programs, the Lunch program, shopping and medical appointments. A total of 2,842 rides were provided to an estimated 80 individuals.

## Meals and Minuteman Senior Services

A lunchtime "Eating Together Program" operated by Minuteman Senior Services is available Monday through Friday at the Senior Center providing a nutritious meal and an opportunity to socialize with old and new friends. A total of 3,834 meals were served at the senior center this year. Also operated by Minuteman Senior Services, the Nutrition Program provided a total of 16,334 home delivered meals to those Burlington residents who are homebound and in need, unable to prepare their own meals for whatever rea-

son. In addition, Minuteman provides a wide range of services to Burlington residents designed to maintain individuals in their own home and communities. Services include Case Management, In-home Services, Money Management, Nursing Home Pre-screening and Companionship.

- Counselors from the Serving Health Information Needs of Elders (SHINE) program saw 444 clients during the year at the Burlington Senior Center up from 174 last year. This increase is due almost entirely to the new Medicare Part D program for prescription drugs. The SHINE counselors Ruthann Covino and Laura Cooper did a phenomenal job helping seniors sign up for the drug program that best meets each senior's needs. SHINE is available on Tuesdays from 12:30-2:00pm by appointment to assist and inform elders of their rights and availability of health benefits. Nursing Home Assistance is part of this service. The SHINE Counselor is a qualified, trained volunteer sponsored by the State Department of Elder Affairs through Minuteman Senior Services. The Outreach worker is also available for homebound clients.
- The outreach worker is available by appointment, which may be made by calling the COA office. Home visits are available by request. General information was provided to 500 individuals for a total of 3,228 "units of service." Case management and advocacy was provided to 25 individuals with a total of 300 "new contacts" for the outreach worker. The extraordinarily high number of new contacts is due to the outreach worker being in only her second year. We expect this number to drop during the year. Our Alzheimer's Caregiver Support group meets on the second Monday of the month at 1:00pm and is co facilitated with our outreach worker, Joanne Fitzpatrick, Dr. Wayne Saltsman, Geriatric Chair at Lahey Clinic and Diane Luther, RN from the Board of Health. Twenty elders were helped through group support, a total of 350 units of service, between the Alzheimer's group and the bereavement support group which no longer meets. The Chronic Disease Self-Management course, a six-week workshop intended to help anyone with a chronic condition take control met twice this year with 18 people participating. The Healthy Eating for Successful Living in Older adults is a new workshop which met during the late fall. Eleven people attended. All three workshops were funded by Lahey Clinic.

- Legal assistance is available monthly by appointment only. This is a free service with a knowledgeable lawyer who specializes in Elder Law and saw 31 individuals a total of 31 times.
- Fuel assistance is available at the Council on Aging Office from November through April in collaboration with the Emergency Fuel and Weatherization Program located in Lowell, Massachusetts. When the program opened for the 2004-05 season 96 senior households up from 95 last year, were taking advantage of the fuel assistance program. We assisted twenty-two additional individuals in filling out fuel assistance applications. With increased fuel and increases in other areas as well, we expect to have an unusually busy fuel season this year.
- Tax Assistance is available FREE from February to March. Volunteers are trained and available through the AARP Tax Assistance Program. Appointments are necessary; call the COA office to set up an appointment. The tax volunteers assisted 78 individuals.
- Senior homeowners who are eligible may apply for the Senior Property Tax Program at the COA office. The program allows qualified participants to work 100 hours and then apply their earnings toward their property tax. 2005 saw 23 residents participating in the program. The Senior Property Tax Program is quite popular as another tool in helping seniors make ends meet. Changes in the federal law meant making some changes to the program, which now begins in January and ends in October in order to reflect exemptions in the January tax bill. A W2 is also now required with the application.
- Informational Presentations are offered at the senior center on a wide array of subjects such as Medicare, Long Term Care, HMO, legal issues, financial planning, Housing and Health and Wellness. The 4th Annual Safety and Wellness Fair was held this fall with information from all of the above and included many town departments with important information about being safe and well for seniors and their caregivers. We provided a lunch free of charge to all attendees. Twenty-three vendors and 90 seniors participated in this year's fair.
- Holiday parties, volunteer recognitions, summer cook-outs and various fund-raisers continue to be held at the senior center, giving older residents a place to go and be engaged so they don't become isolated.

### Programs available at the Senior Center

- In the Artist Workshop you pick the media of your choice. This class has been slowing down and now has 4 or 5 people per week participating.
- Quilting with an average of 10 participants each class is taught once a week during the fall, winter and spring. The "Crafty Chicks" continue to meet once a week for conversation and "needlework."
- Beano is offered every week on Thursdays and twice a month on Sundays. Generally between 75 and 100 people attend each gathering with an occasional 125 attendees.
- Exercise is offered in the form of Square Dancing, TaiChi and Exercise Classes. The Exercise Classes are taught three times a week with the assistance of Lahey Clinic and a grant provided by Lahey also allows us to have a Tai Chi teacher. There is a low-impact class downstairs in the Murray Kelly Wing and a more intense class upstairs in the gym. An average of 50 people attend each class, an average total of 100 people each day the classes are held.
- Movies, both current and classic are offered twice a month, weekly during the hot summer months; refreshments are served during the movie. During the summer months an average of 20 to 30 people take advantage of the movies to come in out of the heat of the day.
- Day and overnight trips are available to seniors and the sign up is on the Trip Boards at the Senior Center.
- Thanks to an arrangement with the Recreation Department the COA now has a computer lab.
- Card games of all kinds from bridge to more raucous games are played throughout the week.
- The Council would like to take this opportunity to once again thank Shaws and Trader Joe's for their generous donations of baked goods and other edibles throughout the year as well as Lahey Clinic for the exercise instructor on Monday and Wednesdays.
- Thank you to Lahey Clinic for their incredibly generous donation that includes a new treadmill, a lecture series, a Tai Chi teacher, senior stretch teacher and Chronic Disease and Healthy Eating Workshops.

**COA Staff**

Margery McDonald, Coordinator  
Debra Gochis, Principal Clerk  
Barbara Arens, Receptionist  
Joanne Fitzpatrick, Outreach Worker  
Francis Rais, Van Driver  
Patricia Walsh, Van Driver  
Sue Trousil, Meal Site Manager  
John Mooney, Weekend Van Driver  
Pat Grifone, Weekend Van Driver

**COA Board Members**

Muriel O'Brien, Chairperson  
Eleanor Bonfanti, Vice Chair  
Ruthann Covino, Treasurer  
Jeannette Cain, Secretary  
Jack Gulde  
Mary Lindley  
Mary Patterson  
Gordon Thomson  
Dr. Wayne Saltsman (alternate)  
Bernice Whittington (alternate)



*Members of the Council on Aging Board: Front Row (left to right): Jeannette Cain, Muriel O'Brien, Ruthann Covino, Ellie Bonfanti, Mary Lindley, Gordon Thomson, Bernice Whittington, Mary Patterson. Back Row (left to right) Dr. Wayne Saltsman, Jack Gulde (Photograph by Marge McDonald)*

Respectfully submitted,

Margery R. McDonald  
Coordinator

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**TREASURER/COLLECTOR**

The single most important issue that dominated the news for the Town of Burlington in 2005 was the 23.47% residential tax increase for Fiscal year 2006. Proposition 2½ went into effect in Fiscal Year 1982 that established Tax Classification for four main classes of property to be taxed at 100 % of market value. Since that year, over 25 years ago, the Town of Burlington has experienced one of the lowest and favorable tax rates in the State of Massachusetts. This was a direct result of a considerable commercial and industrial tax base that has paid anywhere from 65.58% to this year 2006 low of 56.31% of the total tax levy. What this means, is that the Town has been taxing the business portion of our Tax Base to nearly the maximum amount allowed by law. However, under new legislation adopted by the Town we must decrease the maximum amount of value we can tax business from 200% to 170% of value by the year 2009. This requires the Town to shift more of the tax burden annually to residents. This has resulted in a larger than normal tax increase for residents. The other factors that contributed to this large tax increase was the loss of 4.1 million in State Aid to the Town over the past three years. There was also a very significant increase in Real Estate Values over the last three years and a decrease in Commercial and Industrial Values during that same time period. All these factors have created what we call a perfect storm for an unprecedented large residential tax increase.

The single most important factor that lead to the large residential property increase was the increase in the value of residential property in the Town. The value of all residential property went from \$2,705,838,231 in F/Y 2005 to 3,006,687,085 in F/Y 2006 or a \$300,848,854 increase. While commercial and industrial property values went down from \$1,315,026,814 in F/Y 2005 to \$1,273,069,910 in F/Y 2006 or a \$41,956,904 decrease. This resulted in a \$9.00 per thousand residential tax rate from \$8.10 in F/Y 2005, while the Commercial Industrial tax rate decreased from \$28.00 per thousand in F/Y 2005 to \$27.40 per thousand in F/Y 2006. The total value of all property in the Town of Burlington reached a new high of \$4,279,756,995 or a \$258,891,950 increase in value from F/Y 2005 to F/Y 2006. Total taxes levied was \$61,942,299 or a \$3,204,259 increase over F/Y 2005.

The breakdown of taxes levied on its two tax rates for F/Y 2006 are in the following chart.

CLASS	LEVY PERCENTAGE	VALUATION BY CLASS	TAX RATES	LEVY BY CLASS
Residential	43.6861%	3,006,687,085.00	9.00	27,060,183.77
Open Space	00.0000%	0.00		
Commercial	41.4706%	937,510,580.00	27.40	25,687,789.89
Industrial	09.9414%	224,742,100.00	27.40	6,157,933.54
SUBTOTAL	95.0981%	4,168,939,765.00		58,905,907.20
Personal	4.9019%	110,817,230.00	27.40	3,036,392.10
<b>TOTAL</b>	<b>100.0000%</b>	<b>4,279,756,995.00</b>		<b>61,942,299.30</b>

The Town of Burlington continued to negotiate benefit design changes to our Health Insurance plans to reduce our overall Health Insurance budget. Negotiations began on April 13, 2005 with meetings between Union representatives and Town officials to discuss proposed changes. There were six meetings held at which the Town proposed to save approximately \$150,000 - \$200,000 in our annual budget by increasing office visits from \$5.00 to \$10.00 and increasing

the co-payment on emergency room visits from \$25.00 to \$50.00. These changes were not endorsed by Union members who rejected these proposals. The Selectmen voted these changes at the November 7, 2005 Selectmen's meeting and also a 10.2% premium increase for Blue Cross Blue Shield HMO Blue membership for 2006 and no premium increase for Harvard Pilgrim plan members. The reason the Selectmen voted no increase in the Harvard Pilgrim plan was that we are self-funded and the Town sets its own rates based on claims experience. Under Blue Cross and Blue Shield HMO Blue plan we are on premium funding basis and must vote the premium rates recommended by them. Blue Cross was recommending a 12.2% increase. The Selectmen voted the two plan design changes mentioned and the increase was lowered to 10.2%. The Town of Burlington officials will continue to negotiate a Health Insurance plan that is both fair to our employees and fiscally responsible. The Selectmen also voted to keep the same insurance carriers in place for 2006.

	2001	2002	2003	2004	2005
<b>GROSS PAYROLL</b>	<b>49,584,443.74</b>	<b>48,609,985.84</b>	<b>49,490,339.72</b>	<b>44,325,409.87</b>	<b>46,435,761.50</b>
<b>Withholdings</b>					
Federal Tax	6,104,709.27	5,435,539.77	5,537,236.71	4,820,174.95	4,937,280.96
State Tax	2,298,870.27	2,131,583.48	2,209,469.82	1,974,114.74	2,119,796.34
Retirement	3,921,217.31	4,097,607.16	4,171,770.58	3,692,483.43	3,896,043.84
Chap 32-B Health Insurance	1,267,114.06	1,463,020.93	1,436,281.13	1,444,522.10	1,541,965.45
Disability Insurance	30,049.52	46,531.63	39,389.19	33,038.16	31,537.24
Delta Dental Insurance	206,162.87	224,173.05	203,887.58	175,751.92	181,188.62
Credit Union	3,558,473.60	3,471,040.95	3,311,869.05	3,035,022.06	3,013,240.84
Tax Shelter Annuities	706,656.71	773,235.54	825,481.02	862,304.19	793,494.61
Deferred Comp Plans	1,213,516.90	1,323,437.80	1,237,024.55	1,138,086.33	1,197,688.49
Teachers' Association	156,122.70	145,334.68	181,485.76	169,618.05	177,379.63
Union Dues	112,734.39	122,918.91	121,867.60	130,831.36	150,271.26
Suspense	183,140.52	175,915.88	171,905.95	154,027.94	140,890.13
United Way	2,935.00	3,779.00	3,447.00	2,043.00	1,789.00
Life Insurance	105,161.39	108,483.39	96,035.32	51,390.13	83,542.27
FICA-Medex	386,670.32	398,996.57	426,999.24	387,813.49	437,787.45
Social Security	57.77	12.65	0.00	644.10	1,012.44
U.S.Savings Bonds	13,126.64	10,163.93	10,310.81	0.00	0.00
<b>TOTAL WITHHOLDINGS</b>	<b>20,266,719.24</b>	<b>19,931,775.32</b>	<b>19,984,461.31</b>	<b>18,071,865.95</b>	<b>18,704,908.57</b>
NET PAYROLL	29,317,724.50	28,678,210.52	29,505,878.41	26,253,543.92	27,730,852.93

The preceding chart is a listing of gross and net payrolls as well as the withholding for benefits and other payroll deductions of Town Employees for the years 2001 through 2005.

The Town of Burlington's Community Scholarship Foundation continued its successful fund raising by increasing its total assets by \$33,963 to a year-end endowment balance of \$1,276,687. The Annual Telethon raised \$52,015 in receipts. The Scholarship Foundation also raised another \$11,050 from the Tax Billing Check-Off contributions and \$15,650 from our Adopt-A-Class Program.

These contributions and events help generate the funds needed to grant the \$85,600 scholarships that were given out under the Community Scholarships Foundation. Our other major program is the Burlington High School Program, which gave out another \$230,850 for a total of \$316,450 in scholarship awards given to deserving students. I would be remiss if I did not mention the outstanding performance of our High School Guidance Director, Tom Imbriglio, who for 21 years has been raising funds for the High School Scholarship Program. Under Tom's leadership the High School Program has awarded 5,118 scholarships totaling \$3,941,100 to Burlington High School graduates. The residents of Burlington and the Burlington High School Educational System owe Tom congratulations for a job well done.

Town Meeting voted an authorization for \$7,200,000 for a Water Treatment Plant Renovation. This authorization will be financed through the Massachusetts Water Pollution Abatement Trust under a 2% interest loan. The Town should be complemented for qualifying for financing under this program. The Town will save thousands of dollars in interest expense at such a low financing rate.

The Town issued Bonds on July 28, 2005 to finance the \$4,867,000 project to renovate our 40-year-old Middle School. The heating and ventilation system was replaced and we were able to receive a low bid of 3.87% to finance this 20-year Bond project. We also issued temporary notes for \$750,000 to finance the design costs for the Water Treatment Renovation and the remaining \$150,000 to purchase our streetlights. We received a favorable 2.98% interest on those temporary notes issued.

The largest challenge facing the Town of Burlington officials in the future will be to come up with a comprehensive plan to generate additional revenues from the properties we own to fund the services we provide. The Town has been

very creative in the past by leasing the Meadowbrook School property and obtaining revenues, as well as by allowing Cellular Towers to be constructed on Town property. We have also been successful in requiring developing businesses to donate either improvements or other legal cash donations to benefit our education or infrastructure needs. This could be accomplished by developing a plan that both Town Meeting officials and residents could endorse that would make use of our idle land holdings. These properties include the land-locked parcel, Wildwood School property and the Grandview Farms properties to name a few. We should consider either a sale or long-term lease structured to offer a steady revenue stream over a specified period of time. These revenues would be used to stabilize our tax rates in the future as well as help finance the necessary building construction and renovations to our School and Municipal buildings.

STAFF: Theresa Clement, Pat Dotson, Sheila Flaherty, Jayne Hyde, Debra Keene, Paula McMahon, Loreen Perron, Lisa Runyan, Mary T. Smith, Melinda Sullivan, Phyllis Van Wart

Respectfully submitted,

Brian P. Curtin  
Treasurer/Collector

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## ASSESSORS DEPARTMENT

The Board of Assessors is pleased to submit the following report of department activities for the calendar year ending December 31, 2005.

During the year the Assessors held regular meetings on the last Thursday of the month, and when needed, had meetings with taxpayers and interested citizens.

The Appraiser/Assistant Assessor, Russell Washburn, also attends monthly department head meetings chaired by Robert Mercier, Town Administrator

The primary function of the Assessors Office is to value all real and personal property within its community. Members of the Board, as well as office staff, attended schools, classes, conferences, seminars and clerk's meetings sponsored by the Department of Revenue, Massachusetts Association of Assessing Officers and the

Middlesex County Assessors Association, in an effort to maintain their proficiency in the administration of the office, and the appraisal and maintenance of real and personal property for assessment purposes.

Massachusetts law mandates a value be placed on all real property and taxable personal property. A great deal of information about property and marked characteristics is collected, recorded and analyzed. As an example, Income and Expense Statements are mailed to Commercial and Industrial property/building owners every year, and sales information forms are mailed to every new owner of real property each month. Forms of List are mailed to all business owners requesting information on all taxable personal property at that location. Every building permit received in the office is reviewed and any that affects value requires a site visit.

The State Department of Revenue mandates that the Assessing Department visit each house every nine years to verify property data. Although the last Data Verification Program was conducted in 1999, we have already entered into the new cycle. Patriot Properties, which was contracted in 2003, has continued the new inspection cycle. Valuation inspections are conducted by map area (approximately 100-200 per map). A letter from the Assessors Office is mailed to each residential owner notifying the taxpayer when to expect a data collector. If access is not gained, a subsequent letter requesting an appointment is mailed. At this point in time, visits have been conducted to approximately 60% of the residential households. Fiscal 2006 was a re-certification year. This means all property values (both real estate and personal) were certified by the Department of Revenue.

Once the Board of Selectmen sets the tax rate the tax bills are mailed out. This generates a lot of activity within the office, including but not limited to, processing exemptions and abatement applications. Abatement applications are subject to field review. The information gathered, along with the Assistant Assessors' recommendation, is provided to the Board of Assessors for a determination on the application. Notices are sent out to the applicants of the Board's decision. This year we processed over 340 exemption applications. In September, the Board of Assessors recommended that the Town of Burlington adopted new guidelines for exemptions for seniors and increased the amount of money given out on all exemptions. The recommendations were accepted by Town Meeting. The Assessors Office is antici-

pating a greater number of exemptions to be processed in the coming year. Any abatement or exemption applicant can file an appeal within three months of the date of denial, if denied by the Board of Assessors.

During the first two weeks of January over 1,000 Forms of List were mailed and due back in the office by March 1, 2005. Also, approximately 645 income and expense requests were mailed out to owner or lessee of property located in the town. The Income and Expense forms are due in the office sixty days after they are mailed and the Forms of List are to be in the Assessors office by March 1st.

Also at the beginning of the year, a large motor vehicle excise commitment was received from the Registry of Motor Vehicles with ten additional medium to small commitments received periodically during the year. Since many in the community receive an excise tax bill, the bills generate a flurry of varied questions that are addressed by the staff. Out of approximately 26,000+ excise bills received, over 1,200 required some sort of adjustment. As an example, if a car is sold, stolen, taken off the road or the taxpayer has moved to another community or state, the taxpayer will call or visit the office to clarify this matter.

The Registry of Deeds went on line in July of 2004. The general public now has access to look up deeds that have been recorded or registered in the Middlesex Registry of Deeds, Southern District. The web site address is [www.cambridgedeeds.com](http://www.cambridgedeeds.com). The Registry also provides a compact disk to the Assessors Office every six weeks. 895 building permits and approximately 114 certified abutter's lists were processed in the office last year. In January 2005 the Geographic Information System (GIS) went into place and the Assessors Office will now generate the abutter's lists. Certified lists as well as labels are now provided by the Assessors Office for a fee. Last year the Assessors generated over \$4,600 in fees from abutter lists as well as from copies of maps and property record cards.

The assessed value tax roll for the Town of Burlington contains 8914 accounts, 8,034 real property accounts and 880 personal property accounts, with an annual total assessed value of 4,760,751,695 for Fiscal Year 2006. The average assessment for a single-family home in Burlington is \$406,990 for Fiscal 2006.

The two installed touch computer terminals for the public that provide easy access to assessment records have been a continued success. The computer software allows

searches by ownership, street, and map, parcel and lot of all taxable and exempt properties in the Town of Burlington. Burlington went on line with their new web site, [www.burlington.org](http://www.burlington.org), where residents can look up different properties as well as their own for detailed information. Also now available on line are Assessors maps.

In April of 2005, Debra Smoske filled the vacant position of Senior Clerk, helping alleviate much of the workload. The Board of Assessors would like to thank the Administrative staff, Russell Washburn, Marcia Nonni, Maureen Nicoloro and Debra Smoske for their dedication with expanding administrative responsibilities.

Respectively submitted,

Paul R. Sheehan, Chairman  
Lisa M. Annunziata, Vice Chairman  
Michael Crocker, Secretary

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## PLANNING BOARD



*Planning Board and Staff: Front row (left to right): Albert Fay, Jr., Chairman Jayne Hyde, Member Clerk Ann Cummings. Back row (left to right): Planning Director Tony Fields, Paul Raymond, Ernie Covino, Paul Roth and Assistant Planner Kristen Hoffman. Missing is Vice Chairman John DeFrancesco.*

## ORGANIZATION AND MEMBERSHIP

The Planning Board was established by a vote of Town Meeting in 1939 in accordance with Massachusetts General Laws, and the first Board was elected in 1940. The Board normally holds regularly scheduled meetings on the first and third Thursdays of each month. At the annual Town Elections

in April 2005, Ernest E. Covino, Jr. and Paul R. Raymond were re-elected to new five-year terms. The Planning Board's officers and committee appointments following the April 18, 2005 Board reorganization were as follows:

### OFFICERS

Jayne L. Hyde, Chairman  
John A. DeFrancesco, Vice Chairman  
Ann M. Cummings, Member Clerk

### MEMBERS

Ernest E. Covino, Jr.  
Albert L. Fay, Jr.  
Paul R. Raymond  
Paul F. Roth

### COMMITTEE MEMBERSHIP:

Jayne L. Hyde serves as the Board's representative to the Sign Bylaw Committee, Burlington Housing Partnership, Senior Housing Options Advisory Committee, Storm Water Management Committee, Telecommunications Committee, and alternate representative to the Land Use Committee.

John A. DeFrancesco serves as the Board's representative to the Information Systems Advisory Committee and the Burlington Housing Partnership.

Ann M. Cummings serves as the Board's representative to the Route 3A Committee, Facilities Study Committee, and School Building Study Committee.

Ernest E. Covino, Jr. serves as the Board's representative to the Route 3A Committee and the Burlington Housing Partnership.

Paul R. Raymond serves as the Board's representative to the Land Use Committee, Recreation Commission, and B-Line Advisory Committee.

Albert L. Fay, Jr. serves as the Board's representative to the Tri-Town Growth Committee, Citizens' Advisory Committee, Sign Bylaw Committee, Bike Path Committee, North Suburban Planning Council, and Telecommunications Committee.

Paul F. Roth serves as the Board's representative to the Facilities Study Committee, Route 3A Committee, and Telecommunications Committee.



## PLANNING BOARD STAFF

D. Anthony Fields, Planning Director  
Kristin E. Hoffman, Assistant Planner  
Jennifer Gelinas, Principal Clerk

Planning Director D. Anthony Fields serves as the Town's representative to the Metropolitan Area Planning Council and the North Suburban Planning Council.



*Phase I of Lahey Clinic's expansion.*

## LONG RANGE PLANNING ACTIVITIES

### Town Center Initiative:

The zoning petition to create a Town Center Overlay District, involving both the adoption of an overlay map and several text amendments were discussed through the fall of 2005. The amendments would broaden the jurisdiction of the Planning Board's site plan powers to include architectural styles and imposition of pedestrian amenities and greater buffers to adjacent residential neighborhoods, while allowing for greater mixed use opportunities. The initiative is sponsored by the Route 3A Committee. The Committee has filed the matter for formal consideration at the January 2006 Town Meeting.

### Commonwealth Capital Application:

Many of the State grant programs are now weighted by a community's Commonwealth Capital Score, which measures local initiatives on housing, affordable housing, open space protection, economic development, and transportation. Staff has secured a score on behalf of the Town that will benefit several pending grant applications.

### Stormwater Management Bylaws:

The Chairman and Staff have been involved in a multi-department review of forthcoming regulations to better address stormwater management and erosion control. This effort is needed to comply with federal laws. However, the proposed bylaws are expanded to include oversight of small construction sites that are not otherwise regulated by erosion control standards. These bylaws are anticipated to be brought forward for consideration at the May 2006 Town Meeting.



*Planning Board members inspect ongoing construction at Lahey Clinic.*

## PERMITTING ACTIVITIES

Development activity under the jurisdiction of the Planning Board falls into three categories: subdivisions, site plans, and special permits. The Subdivision Control Law is the statutory authority that gives the Planning Board jurisdiction over the creation of new lots and construction of new streets. Site Plan review and Special Permit granting authority are derived from Town Meeting through the Burlington Zoning Bylaw.

In 2005, there were 87 applications and requests related to land development that required a formal decision by the Planning Board. The largest project reviewed in 2005 was the proposal of The Gutierrez Company for a 250,000 square foot office complex on Wheeler Road, adjacent to the existing Siemens Nixdorf facility. Additional projects of significance include Wayside Commons, a 190,000 square foot lifestyle retail center, replacing a former Raytheon facility on Wayside Road, Arborpoint's 425 units of housing,

pursuant to a rezoning granted the previous year, replacing a former sand and gravel and concrete facility. Additional projects of significance reviewed during the year include the expansion of the Burlington Car Wash, E.H. Perkins proposed concrete plant, Border Café, Landana Grill, Burger King, Dunkin Donuts at Plaza 62, Lester's BBQ, iRobot, Palomar, InfraRedX, GVF Senior Housing, and the Mill Pond Water Treatment Plant. A summary of the development applications is provided below.



*Earthwork gets underway at the former Burlington Sand and Gravel site in preparation for the future "Seven Springs at Arborpoint" housing development.*

### DEVELOPMENT APPLICATIONS UNDER SUBDIVISION CONTROL LAW:

The review of proposals to create new lots or construct new streets under the Subdivision Control Law may fall under one of three categories: ANR, Preliminary Subdivision, or Definitive Subdivision.

#### Approval Not Required Plans (ANR's)

The ANR procedure may be used to create new lots if the proposed lots have the minimum required frontage on a public way, or to convey land area to an adjacent lot. By State Law, these divisions of land are not regulated under the full requirements of the Subdivision Control Law, and the Planning Board has no authority to review and approve them as definitive subdivisions. If the plan proposes lots with the minimum required frontage and legitimate access, the Planning Board must endorse the plan within 21 days to acknowledge that it is not subject to the full requirements of the subdivision control law, even where the plan may not

meet other requirements of the Zoning Bylaw. There were 10 "Approval Not Required" (ANR) plans filed with the Board in 2005, of which nine were approved and one on which the Planning Board chose to take no action upon.



*Planning Board members prepare to tour the site of the proposed office complex at 400 Wheeler Road.*

### Preliminary Subdivisions

A preliminary subdivision plan reflects the potential division of land into two or more lots, and is required for all non-residential subdivisions. It is recommended, but optional, for residential subdivisions. The preliminary subdivision plan allows the Planning Board and the Board of Health to review and have input on a conceptual proposal with respect to lot configuration, road layout, utilities, and drainage. One "Preliminary Subdivision" plan for the realignment of Skilton Lane intersection with Cambridge Street was filed and subsequently approved by the Board in 2005.

### Definitive Subdivisions

A definitive subdivision plan is a division of land into two or more lots and details specifically how a new subdivision road will be laid out, the final lot configuration, and the location and dimensions of utilities such as water, sewer, and drainage facilities. The Planning Board must review the submitted plan for conformance with the Board's adopted Subdivision Rules and Regulations and the Board of Health's recommendations. The Planning Board must approve the plan unless it does not conform with its adopted regulations or with the regulations of the Board of Health. Four definitive subdivision plans were

filed in 2005, and one application was pending from 2004. Four of these applications were approved and one was denied by the Board. The approved subdivision plans resulted in the net gain of 7 new building lots, including:

- Beverly Van Norstrand – 36 Mill Street – 2 new lots
- Robert Koch – Cormier Road – 1 new lot
- Kevin Magee – 64 & 66 Bedford Street – 1 new lot
- Bryan Melanson – 3 Shamrock Drive – 3 new lots

An application of Albert Koch to create one additional lot off Muller Road was denied.



*Foundations begin to take shape for the Wayside Commons Lifestyle Center on Wayside Road.*

## UNDER THE ZONING BYLAW:

The Zoning Bylaw requires that the development, redevelopment, or improvement of all commercial, multi-unit residential and municipal services projects may only be constructed in accordance with an approved site plan. The Planning Board reviews such proposals to ensure that the development of a site is conducted in accordance with the Zoning Bylaw and will not result in problems with respect to Town utilities, or create adverse impacts on adjacent property. The Planning Board's Site Plan Rules and Regulations have established four levels of review depending on the scope of activity proposed and previous decisions of the Planning Board affecting the subject property. The four levels of review are Site Plan, Site Plan Waiver, Minor Engineering Change, and Insignificant Change. The Zoning Bylaw also designates the Planning Board as the Special Permit Granting Authority.



*Planning Board members and staff were joined by Conservation staff in examining a concrete batch facility in Berlin, MA in deliberating a proposal to erect a similar facility on the Quinn Perkins Sand and Gravel site on Adams Street.*

## Site Plans

A formal Site Plan review is required for projects involving new construction or substantial additions or alterations to an existing facility, and may be imposed where an alteration is proposed for existing facilities that predate the establishment of the site plan review process. The application process requires a public hearing and a multi-departmental review of the proposal. Fourteen site plan applications were filed in 2005. Eleven of the applications were approved and three remain pending into 2006. Two pending applications from 2004 were approved in 2005. A discussion of some of the major projects is provided earlier in this report.

## Site Plan Waivers

For property where a site plan has been previously approved, or for a relatively minor change to a property where there is no approved site plan, a property owner may receive permission to make changes to the development on that property by applying for a site plan waiver. A waiver of the site plan requirement may also be considered for existing facilities that need to implement handicapped accessibility improvements when no approved site plan is on file. The Planning Board received eight requests for site plan waivers in 2005, all of which were subsequently approved.

## Minor Engineering Changes

A property owner may wish to make a minor change to an approved site plan. Such changes usually involve minor adjustments in plan details necessitated by field conditions. Examples of such changes include parking space alignment, handicapped access adjustments, and minor drainage improvements. The Planning Board received nineteen requests for minor engineering changes in 2005 all of which were subsequently approved.



*The Heritage at Stoneridge received a community excellence award from the Rental Housing Association. Local developer Gary Ruping presents the award to Chairman Jayne Hyde.*

## Insignificant Changes

Insignificant changes to an approved plan constitute the most minor site changes made in accordance with site plan review. This type of change may include a minor adjustment of parking space alignment necessitated by on-site conditions, changes in exterior doorways, minor handicapped accessibility improvements, or changes in building footprint which do not increase the gross floor area of the building. The Planning Board received four requests for insignificant changes in 2005. All of the applications were approved.

## Special Permits

The purpose of a special permit is to control uses which may be appropriate, depending on the location and the manner in which the use is developed and operated. Special permits are generally for uses specified in the Zoning Bylaw which require the highest degree of scrutiny by the Planning Board. The Planning Board reviews each proposed special

permit and determines if the use should be allowed and what conditions should be required. The Town of Burlington requires special permits for three types of use:

- certain land uses determined to require conditional review for development throughout the town
- certain land uses and site development, such as discharge of storm water into a wetlands, which have the potential to adversely affect wetlands
- certain uses and site development which have the potential to adversely affect the aquifer and water resource districts

Restaurants, fast-order food establishments, hazardous materials use and storage, fuel storage, automotive uses, and communication antennas are common examples of uses that require a special permit in Burlington.

Thirty special permit applications were filed in 2005, of which 22 were issued, and eight remain pending into 2006. Two applications pending from 2004 were issued.

## APPLICATION FEES

The Town collects fees for applications made to the Planning Board for subdivisions, site plans, site plan waivers, special permits, and planned development district rezoning applications. Subdivision inspection fees are also required. Fees collected are directed to the general revenue fund of the Town. In 2005, the following fees were collected:

Subdivisions	\$2,874.00
Approval Not Required	1,350.00
Special Permits	16,600.00
Site Plans	11,450.00
Site Plan Waivers	2,100.00
Minor Engineering Changes	6,300.00
Insignificant Changes	400.00
Miscellaneous	300.00
<b>TOTAL FEES COLLECTED</b>	<b>\$41,374.00</b>

Respectfully submitted,

Jayne L. Hyde, Chairman  
 John A. DeFrancesco, Vice-Chairman  
 Ann M. Cummings, Member Clerk  
 Ernest E. Covino, Jr., Member  
 Paul R. Raymond, Member  
 Albert L. Fay, Jr., Member  
 Paul F. Roth, Member

## RECREATION DEPARTMENT

Ever since the Recreation Department was established more than 35 years ago, the focus of the Department has been to develop programs and facilities to serve the recreational needs of the Burlington townspeople.

Program offerings have been expanded during the years to include art, music, dance, theatre, crafts, fitness, sports, special events, social activities, trips and tours.

New facilities have been developed to meet the demand for space to accommodate outdoor recreational pursuits, youth sports programs and high school athletics.



*Newly constructed restrooms at Rahanis Playground*

The Recreation Department has developed parks, playgrounds and athletic fields in many locations throughout the Town and has constructed specialized facilities such as tennis courts, basketball courts, volleyball courts, play equipment, a wading pool, a skatepark and a bocce court. Most of these facilities have been improved and updated through the years, and sports lighting has been installed in several locations to extend hours of use.

As a result of the Town's commitment to developing recreation programs and facilities over the past few decades, Burlington is recognized as a leader in the field of municipal parks and recreation in Massachusetts.

In 2005 the Recreation Department focused primarily on expanding recreational opportunities for special populations (senior citizens and special needs residents), upgrading recreation facilities, recognizing the contributions of supporters, and improving customer service. We

are pleased to report that significant progress was made in each of these areas.

The major accomplishments of the Recreation Department during 2005 were as follows:

- Club 55+, a program that provides a variety of activities for senior citizens, was expanded greatly during the year. The program now offers golf, tennis, ice skating, walking, bowling, softball, ballroom dancing, line dancing, swimming, ping pong, horseshoes and bocce.
- Recreational opportunities for special needs residents were expanded in 2005, and the administration of special needs programs was improved.
- The Recreation Department's registration process was enhanced by the addition of an online registration system. Residents will be able to sign up for recreation programs online starting in the spring of 2006.
- The maintenance division of the Recreation Department made a number of improvements during the year in order to provide safe, functional, and attractive recreation facilities.



*New sign at Rahanis Playground*

Notable improvement projects completed during the year included the following:

1. New signs installed at several parks and playgrounds.
2. New fencing, backstops, and guardrails installed at playgrounds and athletic fields.
3. Paving of Simonds Park driveway and parking lot.

4. Rehabilitation of both baseball fields at the Human Services Center.
  5. Construction of restrooms at Rahanis Park.
  6. Re-grading of the outfield at Marvin Field.
  7. Paving of the walkway at Regan Park.
  8. Construction of a bocce court and horseshoe pits at the Human Services Center.
- The Recreation Commission presented certificates of appreciation to several groups and individuals who have supported the Recreation Department and helped to improve the quality of life for the citizens of Burlington. The 2005 honorees were: Burlington Police Patrolman's Association, Blockbuster Video, Roche Bros., Sun Microsystems, Lahey Clinic, Gulde Insurance, Cambridge Savings Bank, and Al Fay.
  - Burlington's Open Space and Recreation Plan was completed and approved by the State.
  - The Recreation Commission approved the Recreation Department's 10-year capital plan.
  - Sunrise Assisted Living donated \$25,000 to the Recreation Department for development of a walking trail at TRW Playground.
  - Herb Chambers Honda donated \$2000 for the purchase of a new protective net at Marvin Field.
  - The Recreation Commission recognized Rick Hayes for his outstanding service as Director of the Recreation Department's Youth Gymnastics program for the past 37 years. Hayes retired in 2005.



*Santa and helpers at the annual tree lighting*

The Recreation Commission and the Recreation Department staff focused primarily on improving and enhancing programs and facilities in 2005, but there was also a great deal of time spent on planning for the future of the Recreation Department. With the continued support of the community, we believe the Recreation Department is ready to face the challenges that the new year will bring.

Respectfully submitted for the Recreation Commission by:

Don Roberts, Director of Recreation  
Doug Gillingham, Director of Maintenance

## BOARD OF HEALTH



*Board of Health Members (left to right): Ed Wall; Dr. Cathy Read, Vice Chair; Jim Dion; Dr. Ed Weiner, Chairman; Terry McSweeney*

## OVERVIEW

The Board of Health consists of five elected members that are elected for three-year terms. The Board of Health staff consists of one full-time Director of Public Health, one full-time Health Agent/Sanitarian, one full-time Environmental Engineer, one full-time Supervising Public Health Nurse, one part-time Public Health Nurse, one full-time Principal Clerk, and one part-time Principal Clerk. New to the Board of Health is the Director of Public Health position. Funded by Town Meeting in May 2005, the position allows the formation of one department. The Director of Public Health oversees staff and reports directly to the Board of Health. In December 2005 Marlene Johnson, R.S., began as Health Agent/Sanitarian.

## ENVIRONMENTAL ENGINEER OVERVIEW

An important role of the Environmental Engineer is to administer and enforce the *Control of Toxic and Hazardous Materials* bylaw. This bylaw requires that the Board of Health be notified when soil and/or groundwater contamination is identified at a property along with the proposed actions necessary to remediate the contamination. The Environmental Engineer's responsibilities relative to the bylaw include monitoring the assessment and remediation of Burlington properties with identified contamination by oils and/or hazardous materials. In working with the Board of Health, Town Departments, citizens and local businesses I am able to ensure that applicable regulations are adhered to, appropriate plans are in place and decisions are made that best protect the watershed and health and welfare of the citizens and local environment. In doing so, the Environmental Engineer is tasked with management of the numerous programs.

## PROGRAMS

**Environmental Report Review** - There are 65 properties in town where releases of oil and/or hazardous materials have occurred and assessment and clean-up is ongoing. Of those, 12 have achieved temporary cleanup status and have no substantial hazards. In an effort to monitor these sites in 2005, I reviewed 167 environmental reports and met with site owners, environmental consultants and state regulators to review the progress of the clean-up and ensure that appropriate measures are taken and mechanisms are in place to prevent further releases or migration of the release.

**Well Permits** - The Environmental Engineer enforces the local Private Well Regulations which require that private wells are constructed in a manner which will protect the quality of the groundwater obtained from wells. The regulations further require that any proposed wells (drinking, irrigation, monitoring for environmental contaminants) are installed in an appropriate manner under a permit from the Board of Health so as to not result in a negative impact to our aquifer and to prevent human exposure to potentially contaminated groundwater. In 2005, seven well permits were issued.

**Emergency Response/Incident Investigation** - I provide assistance to the Fire Department and Massachusetts Department of Environmental Protection in response to

traffic accidents, fires or incidents involving the release or potential release of hazardous materials to the environment. During 2005, I also worked with the Department of Public Health during their assessment of indoor air quality at the High School.

**Hazardous and Universal Waste** - In 2005, the Environmental Engineer managed two successful Board of Health sponsored Household Hazardous Waste Collections at the Marshall Simonds Middle School. The first event was held in June and included the highest participation since initiation of the event, with over 550 households attending. In October, approximately 370 households participated and a new feature included a separate propane drop-off station. In addition to the household hazardous waste collection, the Environmental Engineer coordinated four Universal Waste Collection events in 2005. These events assist town offices and local businesses with safe and proper disposal/recycling of fluorescent light bulbs, electronic ballasts, computer equipment and batteries. This effort works towards reducing the amount of toxic mercury, heavy metals and hazardous materials entering the local solid waste stream, thus protecting our environment. In 2005, twenty-three businesses participated in the four events. A total of 6,498 bulbs of various sizes were collected.

**Mercury Product Recovery** - The Board of Health continues to promote the mercury device collection program. The program includes a thermometer exchange where mercury thermometers are collected and replaced with a digital thermometer containing less mercury. As part of this program, local residents can bring mercury containing products including mercury thermostats, switches, button-cell batteries and fluorescent light bulbs to our office where they are collected from a vendor who provides free recycling of these materials. In 2005, 172 grams of mercury were removed from the waste stream in the form of bulbs and 45 grams of mercury were removed in recycled household products (thermometers and thermostats).

**Pre-Demolition/Pre-Renovation Policy** - The Environmental Engineer works with the Building Department, local property owners and contractors to ensure that prior to demolition or renovation of any building in town, a survey is completed to determine if hazardous building materials are present. If they are identified, I ensure that the materials are properly removed and recycled/disposed prior to the proposed activities. This process also includes a requirement that the exterior of the property be baited for rodents to pre-

vent potential impact to neighboring properties during the proposed activities. In 2005, nineteen pre-demolition plans were reviewed.

**Hazardous Materials Registration** - The *Control of Toxic and Hazardous Materials* bylaw requires local businesses to register their hazardous materials annually with the Board of Health. During 2005, seventy-six facilities registered and, of these, nine were determined to maintain toxic or hazardous materials in excess of the minimum reporting requirements established by the federal Emergency Planning and Community Right to Know Act. They were consequently identified as SARA Title III facilities. Registration of these facilities is imperative for the protection of human and environmental health and safety as well as for local and state emergency preparedness. Throughout the year I conduct inspections and, if necessary, re-inspections of the registered facilities to ensure and enforce compliance with local, state and federal hazardous materials storage regulations. In 2005, eighty-three inspections were completed.

**Application Reviews** - During 2005, I reviewed over 90 applications for site plans, special permits, minor engineering changes, preliminary and definitive subdivisions, notices of intent and applications for determination. The purpose of these reviews is to evaluate proposals for environmental impact, promote aquifer protection and ensure the proper storage of hazardous materials.

**Drainage Regulation Enforcement** - Adherence to the Board of Health Drainage Regulation is a critical part of any construction or re-grading project in town as the Board of Health is interested in preventing the promotion of standing water. The Environmental Engineer works with the Building Department, local residents and contractors to determine whether proposed activities at a property will promote standing water and, if so, work with the owner and/or contractor to determine what devices will be installed or actions taken to prevent the accumulation of water. The application process may require an appearance before the Board of Health to apply for a Drainage Permit. In 2005, seven drainage permits were issued.

**Mosquito Control** - The Environmental Engineer serves as the Mosquito Control Commissioner for the town and currently serves on the Executive Committee of the East Middlesex Mosquito Control Project, the mosquito control district with whom we contract for mosquito surveillance, prevention and control services. These services include lar-

vicide application to town catch basins, spraying for control of mosquito larvae and adult mosquitoes and collection of samples for determination of population numbers and potential disease. The Environmental Engineer works with the schools and local media and utilizes our website to promote methods for prevention of mosquito breeding areas and exposure to mosquitoes as well to report any incidents of West Nile Virus or Eastern Equine Encephalitis in local animal or human populations.

**Emergency Preparedness** - The Environmental Engineer is tasked, along with the other members of the Board of Health, with participating in local, regional and statewide emergency preparedness efforts including the Local Emergency Planning Committee, regional Public Health Emergency Planning Coalition and programs required by the Massachusetts Emergency Management Agency. I have been involved in the development and maintenance of local emergency preparedness and risk communication plans and participated in training seminars and exercises in preparation for a potential emergency. Along with the Lexington Board of Health, the Burlington Board of Health developed, planned and hosted a successful emergency training exercise during the summer of 2005 which was attended by representatives from both towns' emergency response departments and the Massachusetts Department of Public Health.

Anyone with questions regarding the status of any environmental program mentioned above or with interest in learning more about environmental issues affecting Burlington is invited to contact me directly.

Respectfully submitted,

Heidi L. Porter, M.P.H.  
Environmental Engineer

## REPORT OF THE EAST MIDDLESEX MOSQUITO CONTROL PROJECT

The East Middlesex Mosquito Control Project (the Project) conducts a program in Burlington consisting of mosquito surveillance, larval and adult mosquito control, ditch maintenance and public education.

In 2005, the risk of mosquito borne disease was the primary concern as 4 residents in eastern Massachusetts contracted eastern equine encephalitis (EEE), with 2 cases that were fatal, and 6 eastern Massachusetts residents contracted West Nile Virus. Neither disease was identified



in mosquitoes caught in Burlington nor contracted by any Burlington resident. Locally, West Nile Virus was detected in birds in 3 adjacent communities while EEE caused the death of a horse in Concord. Mosquito populations were average for most of the season except for a peak in mid summer due to abnormally high numbers of Cq. perturbans, a species that emerges from permanent water marshes.

The adult mosquito surveillance program used traps to collect mosquitoes from as many as 5 Burlington locations per night. Between June and October, information was used from 24 mosquito trap collections from 7 different nights. Selected trap collections were tested for West Nile Virus and EEE by the Mass. Dept. of Public Health.

The larval mosquito control program relies on the larvicides *Bacillus thuringiensis* var. *israelensis* (Bti) and Altosid which are classified by the EPA as "Category 4 - relatively non-toxic," the lowest EPA pesticide toxicity classification. An April helicopter application of Bti controlled mosquito larvae at 93 wetland acres at the Vinebrook swamp. Field crews using portable sprayers applied Bti in the spring and the summer to 30 wetland acres when high densities of mosquito larvae were found breeding in stagnant water. During the summer, Project personnel applied time release packets of Altosid to control Culex mosquito larvae at 3,524 roadside catchbasins.

To control adult mosquitoes, a formulation of resmethrin was applied to 3,778 acres at night by truck mounted aerosol sprayers when survey traps indicated high populations of mosquitoes. Advance notification of the spray program was done through notices on the Project's web site, the Town web site, the local access cable channel, the Daily Times Chronicle and via a recorded telephone message at 781- 893-5759.

The Project's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on controlling mosquitoes, breeding sites and mosquito borne diseases. A web page [www.town.sudbury.ma.us/services/health/emmcpc](http://www.town.sudbury.ma.us/services/health/emmcpc) provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted,

David M. Henley, Superintendent

## HEALTH AGENT/SANITARIAN OVERVIEW

The Health Agent/Sanitarian's responsibilities include maintaining programs, enforcing regulations, investigating complaints, educating the public, educating permit holders, safeguarding public health, planning future programs, planning for emergencies (natural and deliberate), working with other town departments and outside organizations, and being a liaison with state agencies and the court system.

The Health Agent/Sanitarian conducts numerous inspections throughout the year according to state mandates. These inspections include food establishments, food establishment plan reviews, mobile food trucks, housing investigations, body art establishments, indoor air quality at skating rinks using ice resurfacing equipment powered by combustible fuels, tanning establishments, massage establishments, swimming pools and whirlpools, recreational camps for children, septic systems being abandoned, septic system installation, kennels, and occupancy inspections.

## PROGRAMS

### Inspections 2005:

Food Establishments . . . . .	749
Food Establishment Plan Reviews . . . . .	38
Mobile Trucks . . . . .	19
Housing . . . . .	22
Body Art Establishments . . . . .	0
Ice Rinks . . . . .	0
Tanning Establishments . . . . .	15
Massage Establishments . . . . .	6
Swimming Pool/Whirlpool . . . . .	68
Recreational Camps . . . . .	8
Septic System Abandonment . . . . .	10
Septic System Installation . . . . .	0
Tobacco Retailers . . . . .	58
Kennels . . . . .	3
Occupancy . . . . .	183
<b>Total . . . . .</b>	<b>1179</b>

### Complaints 2005:

Food . . . . .	75
Housing . . . . .	22
Nuisance . . . . .	18
Septic . . . . .	1

Environmental/Hazardous Materials . . . . .	3
Drainage . . . . .	11
Miscellaneous. . . . .	12
<b>Total. . . . .</b>	<b>142</b>

**Permits 2005:**

Food Establishments. . . . .	222
Temporary Food Events. . . . .	51
Mobile Trucks . . . . .	10
Plan Review. . . . .	18
Swimming Pools. . . . .	19
Tanning Establishments . . . . .	8
Body Art Establishments. . . . .	0
10-Day Emergency Beaver Permits. . . . .	2
Massage Establishments. . . . .	8
Massage Practitioners . . . . .	14
Tobacco . . . . .	32
Recreational Camps. . . . .	4
Drain Layers . . . . .	21
Septic System Abandonment . . . . .	10
Septage Haulers . . . . .	9
Septic System Installation . . . . .	0
Funeral Homes. . . . .	2
Kennels . . . . .	3
Keeping of Animals . . . . .	0
<b>Total. . . . .</b>	<b>433</b>

**TOTAL MONEY RECEIVED BY BOARD OF HEALTH FOR 2005: \$26,974.86**

**Rabies Clinic 2005** - The rabies clinic is held annually with Dr. Mian DVM of Merrimac Animal Hospital in Lowell (151 Stedman Street/978-453-3277) participating. Dogs and cats are vaccinated for rabies the first Saturday in April each year at the Department of Public Works. This past year on April 2 a total of 7 cats and 70 dogs received rabies vaccinations at the clinic.

**Public Education 2005** - The Health Agent/Sanitarian participated in three formal educational events. 1) Burlington swimming pool operators were invited to a pre-season review of State regulations and Board of Health requirements before renewing their annual permits and having their annual inspection. The training lasted for two hours. 2) Burlington Board of Health hosted a Legislative Breakfast for area State Legislators, area Town Administrators/Managers/Selectmen, and Directors of

Public Health. The Breakfast was organized by Massachusetts Health Officers Association (MHOA) as an outreach program to communicate the needs of local public health departments and boards to state and local officials and to receive feedback from them. The event, held in March in the Selectman's Meeting Room, had 35 attendees of which six were Legislators or their aides. 3) The Director of Public Health and the Health Agent participated in Wellness Day at Burlington High School. They presented Health and Safe Kitchens, written by Sharon Walker Mastenbrook, to interested teachers and staff.

**Tobacco Control 2005** - The Board of Health receives funding as part of the state-funded Metro-West Suburban Tobacco Control Collaborative for compliance checks of retail sales of tobacco. The compliance check is to determine if an establishment will sell tobacco to a minor in violation of state and local regulations. During 2005 123 compliance checks were performed in 32 Burlington retail establishments which sell tobacco. During 2005 six establishments were fined for selling tobacco to minors. All six came before the Board of Health for enforcement actions. In addition, all 32 establishments were inspected twice by Board of Health inspectors for compliance with Burlington's local tobacco laws. The Board of Health will continue to participate in the state-funded collaborative through 2010.

**Emergency Preparedness** - The Health Agent participated in emergency preparedness trainings and meetings in conjunction with other Board of Health staff and Massachusetts Department of Public Health designated Emergency Preparedness Region 4A.

**Woburn District Court** - The Health Agent successfully closed a housing case after nearly two years of effort. The Health Agent made numerous inspections and visited Woburn District Court 12 times asking for compliance from a Burlington resident for State Sanitary Code violations. The Fire, Building, and Police Departments assisted in the case.

**Interns** - The Health Agent supervised two interns. Kathryn Bailey was a student at Concord-Carlisle Regional High School. Sarah Turkel was a graduate student at Boston University School of Public Health. She received a stipend from Massachusetts Department of Public Health for her work in Burlington. The Board of Health also received \$1500 to support supplies for her work. She conducted swimming pool inspections and completed a swim-

ming pool program analysis. The bulk of her work was conducting a needs assessment and data analysis to support a food security plan for Burlington food establishments in the event of a catastrophic event or a major loss of power and/or water. The Health Agent also hosted a Senior Volunteer, Alice Eastman, who worked 100 hours in the Board of Health office.

Respectfully submitted,

Sharon Walker Mastenbrook, M.A., M.S., R.S.  
Health Agent/Sanitarian

## PUBLIC HEALTH NURSE OVERVIEW

I hereby submit my report as Public Health Nurse for the year ending December 31, 2005. Board of Health Nursing office hours are Monday – Friday from 8:30 AM to 4:30 PM. Appointments may be scheduled during these hours. Walk-In Clinics (no appointment required) are held every Tuesday morning from 9:00 AM to 12:00 PM and the second Thursday of each month from 3:30 PM to 5:30 PM. A home visit can be arranged for any homebound Burlington resident.

A number of Public Health Nursing programs are mandated by Massachusetts General Laws. These include receiving, reporting, investigating and controlling diseases dangerous to the public health; enforcing Isolation and Quarantine Regulations; providing resident immunizations; Tuberculosis skin testing, contact investigation, and case management. Other programs are planned in response to current public health issues and community assessments.

## PROGRAMS

In-Home Services . . . . . 324

### Office Services:

Senior Housing Walk-in Clinics . . . . . 256  
Tuesday Morning Walk-in Clinics . . . . . 2156  
Thursday Evening Walk-in Clinics . . . . . 17  
Communicable Disease Follow-up. . . . . 782  
Blood Pressure Screening . . . . . 3357  
Blood Sugar Screening . . . . . 32  
Cholesterol Screening . . . . . 37  
Health/Nutrition Counseling . . . . . 1501  
Immunizations . . . . . 149

Immunizations – Flu . . . . . 1925  
Immunizations – Pneumonia . . . . . 8  
Lead Poisoning Blood Testing . . . . . 3  
Mantoux Skin Testing for Tuberculosis . . . . . 134  
Tuberculosis Surveillance/Case Management. . . . . 211  
Morbidity. . . . . 480  
Weight Monitoring. . . . . 273  
Emergency Preparedness Consultations. . . . . 386

## Additional Programs and Services:

Camp Inspections-Health Record Review  
Emergency Preparedness Tabletop Exercise  
Emergency Preparedness Training  
Longmeadow Place – Flu/Pneumonia Vaccination  
Nexus-Flu Vaccination  
Sunrise Assisted Living-Flu Vaccination  
Sunrise Assisted Living-Mantoux Skin Testing for employees  
Meningitis Vaccine Clinic for High School and Shawsheen Tech Seniors

## BOARD OF HEALTH/LAHEY MEDICAL CENTER COMMUNITY CLINIC

Office Visits: 21 Physical Exams: 9  
Labs: 10 Follow-up Consultations: 317

The Burlington Board of Health and Lahey Medical Center continue to provide medical services at no cost to Burlington residents from the ages of 19 – 65 who either do not have health insurance or have limited health insurance coverage. The following services are offered in our office at no cost: physical examinations, non-emergency medical treatment, and limited laboratory testing. This Community Clinic is staffed by Lahey Clinic physicians and Board of Health nurses once monthly on the 2nd Thursday of each month, by appointment, starting at 5:30 PM.

Board of Health Nurses continue to participate in emergency preparedness training and program planning in accordance with Massachusetts Department of Public Health and Center for Disease Control and Prevention requirements. This year we completed a comprehensive Emergency Dispensing Site (EDS) Plan that will be incorporated into the Town of Burlington's Comprehensive Emergency Management Plan (CEMP.) This EDS plan will allow for the administration and/or the dispensing of emer-

gency medication to all town residents within 72 hours of a documented emergency. We are in the process of compiling a medical and administrative volunteer data base to assist us with emergency planning and programming. Any resident or employee who may be interested in participating may call the Office of the Public Health Nurse for information.

Public health information and an office brochure listing Board of Health Public Health Nursing Program and Services are available in the office or by mail. The Board of Health website is currently being updated to provide additional health related information and alerts. For questions on services and/or programs, please contact us in the office at 61 Center Street, Human Services Building.

Thank you to staff members and our greatly appreciated volunteers for their assistance and support.

Respectfully submitted,

Judith E. Baggs RN BSN  
Supervising Public Health Nurse



*Board of Health Staff: Front row (left to right): Heidi Porter, Judy Baggs, Marlene Johnson. Back row (left to right): Cathy Piccolo, Jane Richard, Dianne Luther, Sharon Walker Mastenbrook*

## **PROFESSIONAL DEVELOPMENT**

In 2005 Board of Health staff attended trainings in the following subjects: emergency preparedness (National Incident Command System 100 and 700); avian influenza and pandemic planning; public health and the law; military assistance for weapons of mass destruction at the local

level; food establishment plan review; smoke-free workplace training; infectious disease surveillance, reporting and control; conducting foodborne illness investigations; pertussis training; norovirus outbreaks; TB; swimming pools; hazardous materials; computer classes (Excel); in-situ chemical oxidation; and supervising employees. The Board of Health staff participated in Student Government Day, hosting three Burlington High School students in the Board of Health. The Director of Public Health served as Vice President of Massachusetts Health Officers Association (MHOA). During the upcoming year the Director of Public Health will undertake a program analysis of the Board of Health so as to identify all present programs and to plan for future programs. The goal is to better serve the citizens of Burlington and to protect the public health and environment of the community.

Respectfully submitted,

Sharon Walker Mastenbrook, M.A., M.S., R.S.  
Director of Public Health

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## **PUBLIC LIBRARY**

We began 2005 with the purchase of new shelving for our reference collection, which gave the entire area on the second floor a new look. Books are now at a more convenient height, and the new stacks have ergonomic counter areas, allowing patrons to set books down while researching a topic. The new lower shelving units allow more light to come in through the windows giving a much brighter feel to the second floor, and the light oak color is bright and cheery. We recycled the old shelving, moving it to other areas of the building. A range of shelving was added to both the adult fiction and the adult nonfiction areas, allowing for expansion of our very cramped books. An additional section of shelving was added to the DVD area giving more room for expansion of this very popular format.

In May, the library celebrated ten years in the new building. To recognize this event, the library staff, along with the Trustees and the "Friends of the Burlington Public Library" held a birthday celebration. This celebration consisted of a May Basket Raffle and a "birthday" party. More than 50 baskets that were donated by clubs, organizations, individuals, and town departments were on display at the library during the month of May. Patrons purchased raffle tickets and

more than 80 people attended the party where the raffle winners were picked. Birthday cake and a traveling magician were enjoyed by all at the party. This very successful raffle raised over \$4500 for new furniture in the library.



*Friends of the Library officers Janet Knudsen, Carol Powers, Anita Smith, and Rosalie Blum proudly show off basket donations.*

In August, the Merrimack Valley Library Consortium (MVLCC) upgraded its Horizon software. This upgrade required training for all of the staff as changes to improve the system were involved. As with all upgrades there was some downtime, but the staff continued to offer the level of service that our public is accustomed to during this time. The transition to the new and improved system went very smoothly here in Burlington.

In the fall the library added security cameras. These cameras were installed for safety as well as a means to prevent theft such as we had last year. Shortly after the cameras were installed, someone broke into the library and stole a jug that contained donations by the public for the "Friends" furniture fund. Thanks to the security system, the thief was apprehended and the money was eventually returned.

The library was closed for one day this fall to allow all staff members to participate in an in-service day. A customer service workshop was presented in the morning with all staff learning about their personality style and how this affects their learning and their interaction with others. This was followed by a staff luncheon provided by the Trustees.

In the afternoon, a variety of workshops were offered by MVLCC staff members catering to the needs of the different departments of the library. The staff found it very beneficial to have the opportunity to come together and work as a group.

This year, the library was the recipient of a grant from the Verizon Foundation. This grant was earmarked for literacy. Materials to update and enhance the English as a Second Language (ESL) collection, the Learning Express Library database which offers on line practice tests including the TOEFL, and two computers allowing for additional access to this database were provided through this grant.

We finished the year with another visible improvement in the library. The first pieces of furniture purchased through fundraising arrived at the end of December. New lounge chairs and occasional tables were added to the front of the library giving it a clean, inviting look. Now while perusing the new books or the audiovisual materials, patrons can sit and relax in comfort. The remainder of the furniture from the fundraiser will be arriving after the first of January.

The final addition to the library will be available to the public after the first of the year. The purchase of the "Library Insight" software which includes a museum pass reservation module, a calendar module, and a book list and summer reading module is very exciting. The staff has been working with the museum pass module, and the public will be able to reserve their museum passes on line after the first of the year. This is just one more way to make our website an even more beneficial tool for our patrons.

### REFERENCE DEPARTMENT

The Reference Department answered 9,217 questions in 2005. Three new computer terminals were added to the second floor increasing the total number of computers for public use in the reference area to 10. These public computers were used 23,439 times. Study rooms were occupied 2,743 times.

In 2005, Burlington Public Library began subscribing to LearningExpressLibrary.com. This database provides online practice tests and tutorial course series designed to help students and adult learners pass academic and licensing tests such as the ACT, SAT, GED, TOEFL, and civil service examinations. A full listing of practice tests and improvement courses can be found by accessing

[www.burlingtonpubliclibrary.org](http://www.burlingtonpubliclibrary.org) and clicking on databases. This database can be accessed from home with a Burlington Public Library card or from the library.

Librarian Donna Manoogian developed a new workshop titled "Health Care Information on the Internet." Workshop participants learn to evaluate online health resources for their authority, objectivity, and timeliness. Various consumer health care websites and portals are presented including physician directories, tutorials, and newsgroups. Attendees must be comfortable with using the Internet.

Librarian Shelley Sloboder presented the workshop "Navigating the Net" nine times in 2005 and Librarian Marnie Smith taught the "Online Catalog" workshop two times. Three new workshops are planned for 2006.

The Reference Department continues its commitment to supporting the curriculum of Burlington Public Schools by purchasing materials to serve as resources for homework assignments. In addition, Librarian Marnie Smith partnered with High School Librarian Susan Kelley DiSanto to teach students how to use the library's online databases and to make them familiar with the library's offerings.

## CHILDREN'S SERVICES

The Children's Area continues to attract families from Burlington and nearby communities. The popular atrium play area is seldom empty, drawing people into the library, and providing a weatherproof environment for activities with young children which include a puppet stage, puppets, a Lego table, and a table for working puzzles. This library focuses on the young child, conducting a variety of storytimes for ages infant to post-toddler. During 2005 a new storytime was launched for the 3 to 4 year old. The older age group of 4-5 year olds had lost attendance and that group was disbanded. Most 5 year olds in the community attend a preschool. Those that wish to come to storytime are welcome at the evening storytime for children 3 to 7. The picture books and easy reader area which was established in 2002 to allow parents and children to focus on books also gets continual use. The highest delight of the staff is to see mom or dad reading with a child.

Also included in the atrium area are the Parenting Collection and a donated collection of materials for Home Schooling. The Library serves many home schooling families and continues to sponsor a monthly meeting for Home Schooling parents.



*"Sergeant Read-a-Lot"*

In the summer the library shifted gears to the state's 2005 Summer Reading Program, *Going Places@yourlibrary*. Library staff visited schools to introduce the program with a humorous skit. A new character, "Sergeant Read-a-Lot" (large toy German Shepherd), was hidden in 6 community locations (stores, post office, Fire Department, Recreation Department) over the summer. Children who saw "The Sarg" were encouraged to come into the library and put their name in for a weekly drawing. Those who read for 26 hours or more were featured in a photographic display and those who read 50 hours or more had their name listed in the *Burlington Union* newspaper. A dedicated group of teen volunteers facilitated the summer reading program from a table in the Children's Area.

Live animal, science, arts, puppetry, and storytelling programs were also featured during the summer, and during school vacation weeks. To encourage reading we held our 3rd annual "Turn off the TV" month in April. Youth Services staff helped several scout groups to earn badges,

and also made weekly visits to the Francis Wyman after-school program, reading to students K-2nd.

In late summer we said farewell to Children's Assistant, Hermayne Gordon, who left us to teach at Lexington Christian Academy. Hermayne had worked for the library for 2 years and had left her mark in many ways, especially on the role of the library as a resource for home schooling. In early September we welcomed Joanna Troutt as our new Children's Assistant. Joanna came to us from the Lowell public library where she had worked for 9 years.

## YOUNG ADULT SERVICES

The Young Adult Teen Volunteer Group meets twice a month during the school year, and is involved in implementing the children's summer reading program. Events for teens included a young adult summer reading program that continues to be very popular with students from 6th-12th grade, and an after-hours concert with the local rock group "Harry and the Potters" that was very well attended. The Scrabble Club continued to meet and participated in two local tournaments with the Woburn Public Library.

## CIRCULATION

The Circulation Department continued to be a very busy area this past year. Circulation increased by over 3,100 items for a total of 299,392. This year 37,873 holds were picked up at the Circulation desk, an increase of 1,799 over last year. The interlibrary loans continue to increase as well. We conduct a delivery survey during the year to track the number of items traveling between libraries. During one week in October 2004, we sent out 933 items. For that same week in 2005, we sent 1,226.

During the system upgrade, this department continued to provide the level of service that our patrons are accustomed to receiving. Although the staff had to function without the computers, using the "old fashioned" method of paper checkout, the activity at the desk continued without interruption. Once the upgrade was complete, it didn't take the staff long to get the books processed through and everything back in order in a very short time. This staff learned the new system quickly, and were right back to the level of proficiency that is their strength.

Circulation Aide Alyssa Johnson resigned in July to take a job in her field of studies. Hena Zaman, a library volunteer, was hired to replace her.

In December the library purchased Library Insight software to help manage our museum pass circulation. After some initial cataloging and training, the software was made available to the staff by mid-December. With this addition of software, the public will soon be able to make museum pass reservations from home, a feature that should be very well received.



*Shirley Hecht processes books in the Technical Services Office.*

## TECHNICAL SERVICES

The Technical Services Department which works primarily behind the scenes has had a busy year as well. This department was the most impacted by the Horizon upgrade. Cataloging of all new materials is done by the Technical Services staff and although this module changed significantly, the staff was prepared. They participated in training at MVLC prior to the upgrade and made a very smooth transition.

Not only did this department add 9,679 items to the library, they withdrew just over 10,000 outdated, damaged, or lost items as well. They performed a number of special projects including creating a Home School collection, creating a new category of Boston music, and the withdrawal of old periodicals. This staff also prepared a collection of the Middle School and High School summer reading materials that belonged to the schools and was hosted at the library.

## VOLUNTEERS

Volunteers logged over 1,700 hours in the library during 2005. An average of 18 adult volunteers had regular weekly assignments in the library with tasks such as reshelving videos and DVDs, doing copying projects, writing order cards for selectors, and completing special projects. More than 45 volunteers contributed in other ways such as assisting with booksales and delivering to the homebound. There is also a teen volunteer program that is very important to the Youth Services Department. The summer reading program runs smoothly because these teens man the table where youths sign up, and they also help with the tracking of the hours read by the young people of the community.

In April, 65 people attended the annual Volunteer Appreciation Luncheon. This luncheon is held to say "thank you" to those who make the library a better place. We are truly grateful for all the great people who give their time and help their community.

## FRIENDS

The Friends of the Burlington Public Library continue to be a great support to the library. The two booksales held this year raised over \$7,500. With these funds, along with membership dues, the Friends were able to present nine adult programs, support the summer reading program, and provide for the very popular museum pass program. The pass to the Peabody-Essex Museum was added this year bringing the total number of passes to thirteen.

This year the Friends, although only a small core group, orchestrated a very successful fundraising campaign. Through a mass mailing to residents and businesses, over \$10,000 was raised for the furniture fund. They sponsored the May Basket Raffle, with these proceeds also going to the furniture fund. This raffle was very popular with the public and may become an annual event for the Friends.

I would like to acknowledge the staff for their hard work and dedication, the Trustees for their strong commitment to the library, and the community for their support of this great resource in their town.

Respectfully submitted,

Lori Hodgson  
Library Director

## BOARD OF LIBRARY TRUSTEES



*Board of Library Trustees: Front row (left to right): Paula F. Benard, Jr. (Chairman), Eileen C. Sickler. Back row (left to right): Ellen Marie Ferguson, Edith F. Entwistle, Steven E. Wasserman, Samuel P. Martorano.*

It is a privilege working with the current board of Library Trustees. Each brings their own experiences, skill sets and knowledge to the group with the single combined goal of making the Burlington Public Library the best possible facility of its kind for the benefit of its users.

The trustees are also proud of the leadership provided by the Library's Director, Lori Hodgson. Lori and her staff are dedicated to serving the library patrons, and exhibit exceptional teamwork with respect to maintaining service levels and professional coverage in all areas of the Library.

During 2005 the Library was able to maintain hours of operation and levels of service, while being extremely cost conscious. The Trustees are grateful to the Ways and Means Committee, the Town Administration, and the Town Meeting Body for their continued support for maintaining service levels at the Library. Through community support, a capital warrant, we were able to install a Closed Circuit Television Security System. The installation of this system has hopefully ended a string of shameless thefts and acts of vandalism which had begun to escalate in 2004. The Trustees also hope that the addition of this system will increase the level of security and comfort our Patrons and Employees perceive while at the Library.



The look and feel of our town office buildings, schools and library are a reflection of the values and priorities of our Citizens. Maintenance of our facility and fixtures as well as expansion and development of a dynamic and relevant collection for our patrons use are priorities for the trustees. Through the support of a dedicated Friends organization and their community outreach, additional funds were raised for furniture and computers in 2005. The Friends efforts with their Book Sales, the May Basket Raffle, and a direct mail appeal to residents and local businesses raised significant funds which allowed for the purchase of new furniture in several areas of the Library.

Our Library must continue to evolve, to adapt to new technologies, and avoid becoming stale. Recently we have received grants to promote literacy, installed new software to allow for internet booking of museum passes, and have arranged access to a specialized test preparation site. This site will aid individuals who are studying for Civil Service and other license exams as well as general aptitude and college entrance exams.

On behalf of the Trustees I invite you to visit the Library, and let us know what you think. We derive our mission from public input so let us know how we are doing.

Respectfully submitted,

Paula F. Benard, Jr.  
Chairman

## HISTORICAL COMMISSION



*Historical Commission Members: Back row (left to right): Joyce Fay, Sandy Coven, Toni Faria, Norma Robichaud, Advisory member. Front row (left to right): Advisory member Gene Rossi; Members: Kathi Horton, Norman Biggart; Mike Tredeau, Missing members are Advisory member, John DeMelo, Alternate member, Eldrine Emerson, Advisory member Hope Paulsen, Alternate member, Ralph Porcello, and Advisory member, Judy Wasserman.*

The Burlington Historical Commission is pleased to present the Annual Report for 2005.

### Preservation Efforts

**The Marion Tavern/Grand View Farm** restoration and preservation efforts continue. Norman Biggart, Kathi Horton and Toni Faria are members of the Friends of the Marion Tavern/Grand View Advisory Committee formed to be an advisory committee and for fund raising to help in the preservation of the Grand View Farm.

**The Gillingham** property on 4 Francis Wyman Rd. had applied for a demolition permit to remove a room adjacent to the house. Since the historic integrity of the main house was not altered the commission did not object to the demolition of the small addition, and thanked the owners for preserving Burlington's limited historical assets.

**The Kent House** - The historic Kent house on Network Drive was in the news in August. An article appeared in the Lowell Sun newspaper about the preservation and future of the building. Subsequently a letter was received from a former owner of the house relaying his memories as a resident of the house. The house is the property of Sun

Microsystems. There has been no dialog about the plans for the future of the property.

**Butters Farm in Wilmington** - The commission supported the effort of Wilmington's Historical Commission to save the **Butters Farm** property from demolition. It is connected to Burlington's history and the Clapp's Mill area. The property was ultimately saved from demolition.

**Historical Museum** - The poor condition of the **Museum** was noted prompting the Town to begin the improvements. Sections of the interior basement were painted, the front door was mended and aging doors were replaced. Also, a dehumidifier was added to the basement. The abutter, Accurate Automotive Co, donated a section of the fence. The completion of all the repairs is scheduled for the spring. Thanks to the DPW, the large old tree in the rear of the driveway was removed in the fall making the completion of the fence possible.

**West School** - The West School continues to be an educational tool for children on the many field trips held in the spring and on Halloween. The art teachers at elementary schools are most cooperative in encouraging the students to create festive artwork to decorate the interior of the school for the Halloween opening. We thank the teachers and students who participate to make the open house a success. This year commission member Kathi Horton created a new time line flyer for the school.

Because the West School is open to so many children in the Spring and Fall, the inside of the building is beginning to show wear and need of paint, and repair. The problem will be addressed in the coming year.

### Demolition Delay Ordinance of the General John Walker Barn

The Walker Barn or Henry Nichols Barn, at 9 Bedford Street, Ca. 1845-1851 was originally built as a barn for the Walker House. In the 1998-1999 Historic Survey of Burlington, the following partial description of the barn was given. "It is a 35 x 50 ft. barn with a lean to measuring 20 feet wide. The combination of a main barn with a lean to has produced a traditional New England Saltbox architectural form and appearance, making it one of the most visible, picturesque and character-defining structures downtown. The first floor framing is massive and extremely well executed. Hand hewn timbers rest on granite posts, which

provide interim support. Structurally, the main barn runs three bays long. Two pitched roofs vent structures or cupola are mounted on the roof ridge and are visible from different parts of town." A structure of this kind is part of the town's history and should be preserved.

As early as February of 2005, a special meeting was held to discuss the preservation of the important historic Walker barn. In April a tour of the barn was made possible by Mr. Boyajian to observe the condition of the barn. Later that year, Mr. Boyajian filed for a Demolition permit for the barn and this prompted the commission to hold a public meeting to prevent the demolition.

A public hearing was held on June 7th. The commission, as well as the public, spoke about the importance of preserving the historic barn. The commission invited John Goff, from Historic Preservation and Design of Salem to speak at the meeting. He spoke most effectively about the alternatives that would be open to the preservation of the barn, and Mr. Boyajian was most receptive to the suggestions and agreed to consider the options and reuse of the building.

The Commission voted unanimously to put into effect the six month Demolition Delay ordinance which would bring the date of the six month Demolition Delay to December 7th. In December, Mr. Boyajian agreed to a 45-day extension extending the date to February of 2006.



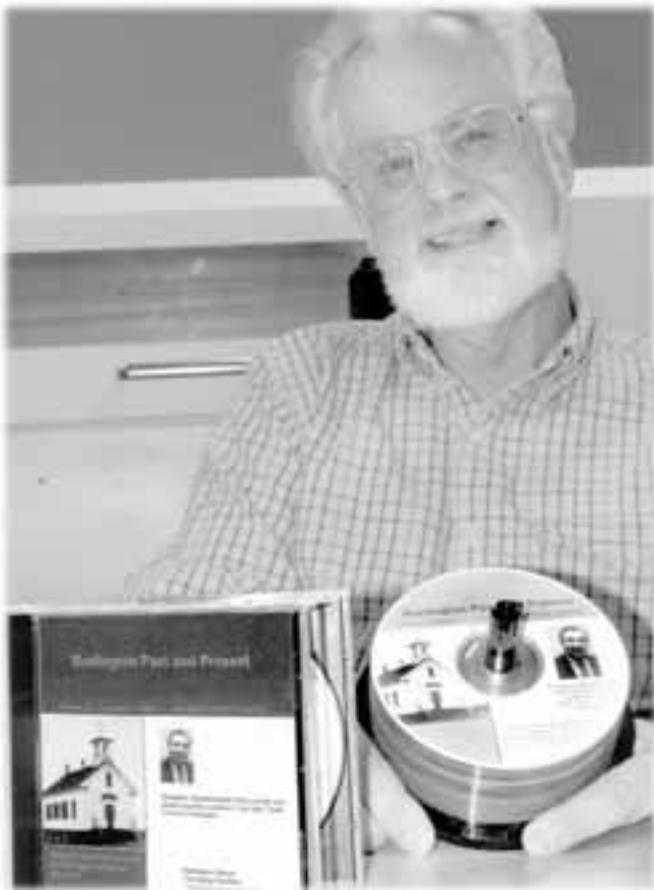
*The Walker Barn. Photograph by Toni Faria*

**Sewall House Plaque** - Due to delays in the production of the plaque, it will be in place in 2006.

## The Preservation of John "Ed" Fogelberg's Newspaper Articles

"Burlington Past and Present," the historic newspaper articles written by John Fogelberg and originally published by the Daily Times Chronicle Newspaper have been compiled onto a computer disc by Jim Ashworth. Jim is a past member of the Historical Commission. He is a valued historian, and continues to have David Russel involved in the work of the Historical Commission.

When the Z Corporation of Burlington offered to donate the production of the discs, Chairman Norman Biggart, worked closely with Mr. David Russel of the corporation to have the compact disc's completed and ready for distribution and sale. They will be distributed to town offices, schools, the library, and will be for sale to the public in the coming year.



David Russell of Z Corporation with production of the Fogelberg computer discs.  
Photograph by Mike Tredeau

## Historic Districts and National Register

A list of possible historic sites around the common was sent to the Massachusetts Historical Commission for consideration of a Historic District. A representative was sent to Burlington to study the sites for eligibility. Subsequently, it was recommended that individual nominations should be considered.

## Donations

1. Mr. Mario Culot donated his large collection of antique bottles and inkwells.



Bottle collection donated by Mario Culot. Photograph by Joyce Fay

2. The Historical Society donated a bench dedicated to the deceased members of the Society. It was placed in the front lawn of the Museum on June 5th.



Historical Society's bench dedication. L to R - Barbara Fisher, Louis Skelton and Luella Brown. Photograph by Joyce Fay

3. Mrs. Marion Braley of Dearborn Road donated assorted household antiques – One white pitcher and bowl. Several white china bowls and covers, two buttermilk pitchers, a wooden bowl and chopper from the Hens and Chickens Tavern, five Sterling Silver Spoons, one wooden drop leaf trestle table originally from the Foster House, given by Aunt Nettie Foster. Four wooden cane chairs, and one pink upholstered chair from the Dodge house matching the one in the Museum inventory.
4. Roger Foster donated Foster genealogy information and a photograph of his great, great grandfather.
5. Ronald MacKenzie, the first man from Burlington to be elected to the State Senate in 1966 donated political memorabilia, books, photographs, a flag, and pamphlets from the 1960's –1970's.
6. New member, Mike Tredeau presented the commission with an enlarged and restored image from a miniature photograph of a young girl found in the Museum. The 8 X 10 clarifies details of her clothing, jewelry and hairstyle. Also, he donated a restored photograph of children in front of the West School, taken at the turn of the century that had been on display in the school. The images had faded beyond recognition. The restoration may help in identifying the students in the photograph.



*Restored photograph of children in front of West School. Photograph by Mike Tredeau*

## Miscellaneous

### Exhibit "Burlington A to Z"

The display of artifacts from the inventory of the Museum that opened in December of 2004 continued through 2005. Sandy Covenor and Joyce Fay were responsible for the planning and execution of the exhibit. Once again the Historical Society joined forces with the commission by donating items to be shown in the exhibit, and by helping to assemble the display, and to dismantle it at the end of the year. It was a success with a record number of visitors attending throughout the year.



*Museum display "Burlington A-Z". Photograph by Joyce Fay*

### Transfer of files and need for storage space

Storage space has been a problem for many years. The large accumulation of files, pamphlets, and photographs forced the sorting and transferring of files from the home of the secretary to the Museum in November. Archivist, Dan McCormack has cooperated in accepting the materials to be filed in the archives.

The storage problem for the commission increases every year with the increase in donations of objects and clothing to the Museum. The proper storage of these items increase in the need for additional storage boxes, and shelves. The commemoratives that are sold to the public also require space to be displayed. This year the commission will attempt to gain space in the basement of the Museum by moving and disposing of materials that are not needed.

### Francis Wyman Association

The Commission continues to support the Francis Wyman Association in their efforts to go forward with the restoration of the house and the proposed building of a barn.

### Legacy Program

The chairman worked with Bob Hogan, the Veteran's Agent on the cable show that was aired on local cable.

### The Second Oldest Tree in Burlington

The owners of the Sycamore tree on 23 Mountain Road contacted the Historical Commission about designating their tree as the oldest one in Burlington. Tree experts gathered, and photographs were taken. After some research was done by the chairman, he found that in 1984 Mr. Papadonis of Burlington High School had his students conduct a contest and found the oldest tree was off of Route three and the Mountain Road tree was the second oldest. It was a first for the commission!

### Membership

With the election of new officers in September, Chairman Norman Biggart and Secretary Toni Faria stepped down.

Norman has been an active and dedicated Chairman since 1996. His eagerness and desire to help in any way have helped to improve the commission. He volunteered to accomplish a variety of tasks, to accomplish whatever needed to be done. His expertise as a photographer, photographing historic sites has been an asset for the commission. One of the last tasks Norman accomplished was having the Fogelberg computer discs produced by Z Corporation for distribution at no cost to the commission. He has been untiring in his efforts. The members thank him for all he has done to improve the commission. He will continue to be an active member.

Similarly, Toni Faria will step down. As secretary, she has worked with the chairman on many projects to improve the goals of the Commission. They accomplished the Publication of The Historic Houses of Burlington booklet printed in 2000 with Archivist Lisa Plato, and Judy Wasserman, and the creation of the stationery with images of Burlington's historic sites. She is most proud of helping to bring about the 1998-1999 Historic Preservation Survey of Burlington.

John DeMelo stepped down as a full member of the commission to become an alternate member. John has been a valuable and tireless member of the commission. He brought to the commission all the knowledge he had acquired as an employee of the Fogg Art Museum. He created props, helped to hang and frame documents, and made whatever was needed for our exhibits. The commission thanks him for all his efforts on behalf of the Museum.

### Deceased

Historical Society member, Louis Skelton died in 2005. He was a strong supporter of the commission and a charter member of the Society. He helped to restore the Old West School and was a frequent visitor to the school when it was open for field trips.



*Deceased member Louis Skelton. Photograph by Joyce Fay*

## **New Members**

In September, the Board of Selectmen voted to appoint two new full members this year. Full member, Mike Tredeau, and Hope Paulsen. Alternate members are Eldrine Emerson, and Ralph Porcello, Advisory Committee members are Norma Robichaud, Gene Rossi, Judy Wasserman and John DeMelo.

## **Election of New Officers**

Retiring officers are Norman Biggart, Chairman, and Toni Faria, Secretary. The commission voted Joyce Fay and Mike Tredeau as Co Chairmen and Sandy Covenor as Secretary.

1. Route 3A Overlay Committee - Kathi Horton and Mike Tredeau were chosen to be on the committee to represent the Historical Commission's interest in the project.
2. Norman Biggart will head the Demolition Delay projects.
3. Toni Faria will head the National Register nominations and be Treasurer.

The Historical Commission extends their thanks to Town of Burlington employees who have helped the commission achieve their goals this year. Thanks to the Building Inspector John Clancy, the Planning Director Tony Fields, the Recreation Department staff, the DPW, Central Maintenance, the Selectman's Office, the Town Clerk's Office, the Archives, the Custodians, the School Department and BCAT. Lastly, thanks to the Burlington Historical Society members who continue to work closely with the commission.

Respectfully submitted,

The Burlington Historical Commission

Norman Biggart, Chairman  
Toni Faria, Secretary  
Joyce Fay  
Kathleen Horton  
John DeMelo

Alternates, Gene Rossi, and Sandra Covenor

Advisory Members, Hope Paulsen and  
Judy Wasserman

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## **BEAUTIFICATION COMMITTEE**

The Burlington Beautification Committee (BBC) is pleased to submit the following report for the year 2005.

During the year the committee typically takes on one major new task along with several ongoing projects.

1. The new project selected for 2005 was a focus on the Town Common. The ten year old flower containers were replaced this past spring. The committee chose new terracotta planters, to be more consistent with Burlington's colonial heritage. We were pleased to partner with the Disabilities Access Committee on the design and installation of the wrought iron hand railings for both sets of stairs on the common. We have been working diligently with the Board of Selectmen and look forward to the completion of the perimeter walkway around the common which is scheduled for 2007.
2. We are pleased to report that many of the businesses along Cambridge Street, Bedford Street, Burlington Mall Road, Winn Street and Middlesex Turnpike continue to maintain attractive landscaped properties.
3. We are also pleased to report that a number of local landscapers and citizens of Burlington continue to maintain their assigned areas.

### **Around Burlington:**

- Ron Given – Burlington Landscapers – the intersection of Center and Winn Streets
- Guilde Insurance – the Island on Olympia Way.
- Chris Clark – Cut Above Landscaping – DiLorio Green at the intersection of Cambridge Street and Burlington Mall Road.
- Jerry McCarthy – Mac's Landscaping – Historic Museum at Cambridge and Bedford Streets.
- Members of the Garden Club – Colonial Garden on the island across from the Fire Station.

### **Town Common:**

- Davis Prato - Prato Associates - The Gazebo
- Kevin Sullivan – Edward V. Sullivan Funeral Home – Corner of Bedford and Center Streets.

- Members of the Garden Club and Beautification Committee - The flower planters located at the entrances to the common.
4. The Recreation Maintenance Department continued to maintain the Commons general appearance and provided significant help to the Beautification Committee.

This was a busy year and a lot was accomplished with the help of a number of individuals and organizations. We thank you.

In May, Ed Hastings resigned as an active committee member and we thank him for all of his contributions over the years and his dedication to the committee.

This report is respectfully submitted by the volunteer committee:

Carol Engel  
George Major  
Joan McSweeney, Secretary  
Elaine Zuccaro, Chairman

## SCHOOL COMMITTEE



*School Committee: Front row (left to right): Christine M. Monaco, Vice Chairman Sharon Sotiros, Student Representative Stephanie Hon. Back row (left to right): Stephen A. Nelson, John L. Vanella, Chairman Thomas F. Murphy.*

### School Committee

	Term Expires
Thomas F. Murphy, Jr., Chair 3 Lexington Street	2007
Sharon M. Sotiros, Vice Chair 17 Hart Street	2006
Christine M. Monaco 18 Corcoran Road	2007
Stephen A. Nelson 25 Fairfax Street	2008
John L. Vanella 8 Pearson Circle	2008
Stephanie Hon Student Representative	

The regular meetings of the School Committee are held in the School Committee Room, Open Space A, Burlington High School, 123 Cambridge Street, Burlington, on the second and fourth Tuesday of each month at 7:30 p.m. If a change in meeting dates is voted, a posting on the Town bulletin board is required by law. Information is secured by calling the Superintendent's Office.

## SCHOOL COMMITTEE

2005 was another busy and productive year for the Burlington School Department. As usual the first quarter of the year was focused mainly on preparing and finalizing our budget, and ultimately presenting it to Town Meeting. We appreciate the efforts of the Ways and Means Committee, particularly the school committee subcommittee of the Ways and Means Committee, for all of the time and effort that they put forth in assisting us with the budget. We would also like to particularly thank Craig Robinson, our Director of Finance and Operations, for his efforts in coordinating all of the budget work for the administration. Due to the cooperation and hard work of all concerned the Town Meeting voted to support and fund our budget request of \$29,694,004 and the School Committee appreciates the continued support of all segments of town government to assist us in delivering the best educational services possible.

Town Meeting also appropriated \$95,000.00 to enable the School Committee, in conjunction with the Selectmen, to have a Facilities Master Plan created for purposes of assisting the Town in addressing the facilities needs at all of the school buildings. The architectural firm of Strekalovsky, Hoit and Raymond was chosen to prepare the report and they spent much of the summer visiting the schools and meeting with administrators, staff, parents and the general public to assist them in their efforts. The results of this Master Plan will be used by the School Committee in developing a capital plan to rectify the identified needs. The School Committee created a Facilities Committee consisting of two selectmen, two town meeting members and two school committee members and that group has been working diligently to come up with a plan and a recommendation. It is anticipated that the plan will be brought to Town Meeting in May of 2006. The School Committee would like to thank all of those who have helped in these efforts. We would also like to acknowledge the custodial staff for their fine work in maintaining our buildings and keeping them clean and safe for the children and the staff.

It was also another successful and productive year educationally. MCAS scores continue to improve and once again Burlington High School had the highest MCAS graduation rate of any of the towns in the Middlesex League. Katie Spinos, Assistant Superintendent for Curriculum and Instruction, continues to do an outstanding job in updating the curriculum in accordance with Department of

Education guidelines and also in working with the principals and the teachers to continue to improve instruction and performance.

The final report regarding the reaccreditation of Burlington High School was issued during the year and, as expected, the High School received rave reviews from the reaccreditation visiting team. Principal Linda Hayes and the high school administrators and faculty deserve much credit for their efforts during the reaccreditation process and the results from the visiting team's report confirm that Burlington High School is the equal of any public high school in the state.

Bob Teel, the Memorial School Principal, retired this year after many years of service to the Burlington School Department and to the Memorial School community. Bob did a wonderful job at Memorial and he will be missed, but we wish him health and happiness in his retirement. The Administration formed a search committee to hire a new principal for Memorial and, after interviewing many highly qualified candidates, they were thrilled to be able to bring Karen Rickershauser on board as the new principal. Karen comes to us from the Reading school system and her enthusiasm and caring attitude has made her an instant asset to the School Department in general and to the Memorial School community in particular.

The School Committee also acknowledges Dr. Jim Picone's continued good work on behalf of the School Department and the Town of Burlington. Jim has spent many years in Burlington, the last two as Superintendent, and his advice and his leadership have been invaluable to the School Committee. He is well respected among his peers statewide, and we are fortunate to have such an asset working for the Town of Burlington.

We would also like to acknowledge the Burlington Education Foundation (BEF) and express our appreciation for their continued good work. The BEF is a non-profit organization that is in its second year, but already they have made valuable contributions to the school system. Their second annual spelling bee fundraiser was a great success (I would be remiss not to point out that once again the School Committee team beat the team from the Board of Selectmen) and they use the money that they raise to fund grants to classroom teachers. It is another example of the strong community support for the School Department and the School Committee is very appreciative of that support.



The Committee would like to thank all of its employees for their efforts and assistance in allowing the School Department to deliver first class services to the residents of Burlington. We would particularly like to thank our recording secretary Sharon Gilbert for her efforts and for her patience in putting up with us. Lastly we wish Stephanie Hon, our student representative this year, best of luck as she moves on to college.

The School Committee thanks all of the residents for their continued support of the School Department, and we invite anybody to call us with any questions or concerns.

Respectfully submitted,

BURLINGTON SCHOOL COMMITTEE

Thomas F. Murphy, Chairman  
Sharon M. Sotiros, Vice-Chairman  
Christine M. Monaco  
Stephen A. Nelson  
John L. Vanella

#### Superintendent of Schools

James L. Picone      B.S., Salem State College  
M.A., Suffolk University  
Ed.D., Boston College

#### Assistant Superintendent for Curriculum and Instruction

Katie Spinos      B.A., Boston College  
M.Ed., Boston College  
M.S.M., Lesley College  
Ph.D., Candidate, Boston College

#### Director of Finance and Operations

Craig Robinson      B.S., University of Vermont

#### Director of Pupil Services

Dr. Cathleen Estep      B.A., Rosemont College  
M.Ed., Boston University  
C.A.E.S., Boston College  
Ph.D., Boston College

#### Burlington High School Administration

Linda A. Hayes Principal	B.A., University of Massachusetts M.Ed., Fitchburg State College C.A.G.S., University of Massachusetts
Michael Hickey Associate Principal	B.S., Keene State College M.A., Salem State College M.Ed., Lesley University
Richard T. Sheehan, Jr. Associate Principal	B.A. Stonehill College M.Ed., Salem State College

#### Marshall Simonds Middle School

Richard J. Connors Principal	B.S., Salem State College M.Ed., Boston University
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#### Elementary Schools

Eric W. Sprung Principal Fox Hill School	B.A., University of Pittsburg M.Ed., University of Pittsburg M. Ed., George Mason University
Kathleen Burns Principal Francis Wyman School	B.S. Framingham State College M.Ed., Boston State College
Karen Rickershauser Principal Memorial School	B.A, Simmons College M.Ed., Antioch College C.A.G.S., Salem State College
Jane Graham-Dwyer Principal Pine Glen School	B.S., Salem State College M.Ed., Northeastern University

### SUPERINTENDENT OF SCHOOLS

The 2005/2006 school year began on August 29 with the introduction of 42 new professional and support staff members who were hired over the summer to replace veteran staff members who retired. The changes in personnel will continue as veteran staff members file for retirement. Everyone in central office is working on ways to attract and maintain highly qualified teachers and instructional assistants for our classrooms.

The school department operating budget was submitted to Town Meeting and subsequently approved at an increase of 2.39 percent over the prior year's appropriation. The budget increase was appreciated by everyone in the school department; however it concerns me that a continued trend of small annual budget increases will eventually affect the quality of the teaching and instruction in Burlington.

Even with limited supplies and materials, teachers continue to do a wonderful job providing a curriculum that is current with state standards. Evidence of that success can be found in the profile of the senior class of 2005. Out of the 220 seniors who received a diploma, 99 percent passed both the English and Mathematics MCAS Exams. The number of Burlington High seniors passing both sections of the state exam is one of the highest in the Middlesex League. Another indicator of success is the number of seniors who pursue post-secondary education. Of the graduating class of 2005, 88 percent of those seniors chose to further their education beyond high school.

In August 2005, the Architect hired by the school department to conduct the Master Plan of all school facilities made his initial report to a small group of community members. It came as no surprise that his findings pointed to the known deficiencies at the Middle School and Memorial School. Over the next few months, other public forums will be held to continue discussions on which school improvement option(s) is affordable by the town without having to attempt a debt override vote.

At the September Town Meeting, a request for additional funds to hire a new teacher at Memorial caused by unexpected enrollment increases, and a request to fund an appropriation to cover last year's bills was included in the September Warrant. Thankfully, Town Meeting approved both warrants.

The school department continues to support and encourage the activities sponsored by the Burlington Education Foundation. The annual Spelling Bee was held in December at the Burlington Marriott and three teams from the school department participated in this fun filled event. The BEF raised over \$13,000 at this event. This money will be distributed through grants administered by the BEF to teachers who apply for special projects.

As the result of good faith bargaining, the school department clerical union reached a settlement that

included contract language to operate the security devices installed in all Burlington schools. Beginning in January, the security plan adopted by the School Committee will be implemented. When operational, every school under our control will be in full compliance with the security policy adopted by the School Committee.

I am honored to work for a School Committee that is tirelessly working to benefit every student entrusted to their care. I am impressed with their commitment to every student whether they are in the classroom, on the stage, on the playing field, or in the band. I am appreciative of the support the Burlington Schools receive from the Town Administrator and his staff as well as the support I receive from the Ways and Means Committee and Town Meeting.

I, along with my Assistant Superintendent for Curriculum and Instruction, Katie Spinos, and my Director of Finance and Operations, Craig Robinson, look forward to another successful and exciting school year in Burlington.

Respectfully submitted,

James L. Picone, Ed.D.  
Superintendent of Schools

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## CURRICULUM AND INSTRUCTION

During the 2005/2006 school year, Burlington is continuing to focus on several key initiatives. Throughout grades K-12 the school system continues to focus on strengthening literacy, developing mathematical skills and concepts, and updating our social studies curriculum. There are also specific initiatives at each level and school, including ongoing efforts for mentoring new staff, professional development for all and identifying best practices to improve the achievement of all students. In December 2005, Burlington received the Massachusetts Initiative for International Studies first annual award as recognition for district-wide efforts to bring global education into the schools across grades K-12. At the JFK Library, the award presentation highlighted the Burlington schools' work on Italian language and culture, efforts to infuse India and China studies into the curriculum, access to professional development for international studies, including travel study, and the commitment to provide relevant literature and curriculum resources for teaching and learning.

At the high school level, faculty and administrators continue to map and develop curriculum to align with state frameworks and follow the multi-year curriculum / course review plan. Faculty worked on curriculum over the summer months and again updated course expectations tied to both the high school mission statement and state frameworks. New social studies texts were purchased for World History II and graphing calculators were purchased to extend access throughout the grades and Math courses. The world language department chair, an Italian teacher and principal initiated collaboration with the schools in Trentino, Italy to foster an exchange program for students that will begin in 2006/2007. After review of the curriculum additional AP course proposals were created to add AP Italian and AP World History to the 2006-2007 program of studies. Professional development and text adoptions will occur this school year to plan accordingly. The leadership from the high school instructional leadership team (ILT), especially the high school principal, has resulted in a focused mission and solid planning on curriculum and professional development.

The high school sent two additional teachers to the 2005 Model Schools Conference at the start of the summer. This inspirational conference provides a source for ideas to further school-wide improvements. For example, the literacy initiative included a handbook on supporting the teaching of reading in the content areas developed by Burlington teachers for their colleagues. There are also various high school study groups to better use data to inform school-wide practices. Funding was again designated for the PLAN assessment for all grade 10 students and the SRI for all grade 9 students. These assessments provide benchmarks and better understanding of the literacy skills of all ninth and tenth graders. Both tools provide insight that can inform decision-making (e.g. text book recommendations that match reading levels) and help faculty target individual students' strengths and areas for improvement.

Articulation between the middle and high school was identified in the high school self study as an area requiring additional time. Team leaders and department chairs are encouraged to continue to communicate, share resources and designate professional development time (e.g., in two dates in March 2006, to the extent feasible), for discussions across grades 6-12. For example, the social studies faculty will all attend the Northeast Regional Social Studies conference together. The 8th and 9th grade Algebra 1 teachers participated in joint training with new course materials at

the start of the school year. Other areas identified in the NEASC report are being addressed through interim reports and actions recommended.

With the writing specialist, Bette Murray's leadership and creativity, working with a few key teachers and Joan Tuttle, Middle School Team Leader, Marshal Simonds Middle School is the recipient of a second year arts' council grant to fund a poet in residence. Steve Ratiner, the poet, is working this school year with all grade 8 students and faculty. Last year the project focused on grade 6 students. The program provides enrichment for students and professional development for teachers; the end product will include curriculum work that can be utilized by the teachers again in future years.

Funding resources were designated for math curriculum resources for grades 6-8, including professional development and related teacher work. This is the first year of the implementation of a new math program. Along with the elementary school faculty, the middle school teachers are phasing-in the newly aligned mathematics learning expectations. The current school year is the third year of implementing elementary programs, *Bridges in Mathematics* for grades K and 1 and *Investigations in Number, Data and Space* for grades 2-5, along with literature and manipulatives that were purchased in 2003/2004 as teaching resources. In addition to support for classroom teachers, a team of teachers and administrators are taking a 20-hour mathematics course *Lenses on Learning* to strengthen mathematics instruction in grades K-8.

New social studies resources were also piloted and are beginning to be purchased for various elementary grades. Several teachers and all four elementary principals attended a week-long intensive training on the *Responsive Classroom* during the summer; follow-up one day training was conducted for all elementary staff. To date we have approximately 1/3 of the faculty trained in *Responsive Classroom*. Additional training is planned for the coming summer. Teacher reference guides and resource materials were also purchased for each school. The Blais' donation targeted for social studies, provided initial funding towards the *Responsive Classroom* social skills/civics training and materials, and grade 3 Massachusetts books and resources. Grade 3 curriculum plans should be completed this winter. A system-wide elementary committee will convene by spring to work on aligning social studies with revised social studies frameworks. As part of our efforts to learn more about the

diverse students attending Burlington Schools, we scheduled demonstration lessons about India (culture, geography, arts, etc.) for each elementary grade level; each lesson ties with state frameworks and provides a lens for engaging students. Related curriculum work, partially funded through a grant, is anticipated in the spring and summer, to connect the seminars and professional development across schools.

Burlington Schools was awarded a year 2 federal foreign language assistance project grant for the current school year and CASIT funds totaling approximately a quarter of a million dollars this school year. [The grant is renewable for a total of three years pending federal funds, leaving one additional year pending.] This project enables Burlington to offer Italian language in grades 1-5 twice each week throughout the school year via Italian language teachers. The grant also includes funding for interdisciplinary connections between math and Italian that enables teachers to create learning centers that allow students to practice both acquired math skills and concepts and Italian language. The curriculum connection happens through teachers of math and Italian collaborating in the design of curriculum materials and through students working independently in learning centers during classroom instructional time. Additional funding is designated for professional development for teachers, including language and culture programs, travel study and articulation of Italian language learning from grade 1-12. Approximately 30+ educators participated in travel study to Italy last summer and a second group is planned for February, 2006. New curriculum materials were purchased and teachers continue to be creative in making age appropriate materials. An after school program is also offered during three 8-week periods for students interested in additional Italian language and culture learning opportunities. Overall the students and staff have embraced the opportunity to provide Burlington school children with an engaging opportunity to develop their world languages and interest in diverse culture, arts, geography and now math! We're eager to host the debut performance of the Gabrielli Piero Integration Theater Troupe from Rome from April 27 – May 6. This promises to provide a venue for learning best practices from a renowned Italian arts group that has mastered inclusive approaches for theater arts and provides an immersion experience for host and Italian students' alike.

In addition to initiatives discussed above, the curriculum office provides support for teachers including over-

sight of the mentor program and coordination of professional development. Professional development opportunities are also planned to support the implementation of curriculum, broaden instructional strategies and to better connect assessment to teaching and learning. Professional development days are designated within the school calendar. In December, Burlington Schools scheduled a full day professional day on wellness. Mind/Body Medical Institute led the day with interesting kick-off opening remarks. There were over 60 breakout sessions, many contributed by community members, businesses and parents. Programs are also offered throughout the year via partnerships with organizations like Teachers as Scholars, NESDEC, Primary Source, and subject area organizations like the Massachusetts Association of Foreign Language Teachers (MAFLA) or the Massachusetts Computer Using Educators (Mass CUE).

The curriculum office also offers special programs for students. In the summer over 200 students participated in literacy programs at either Francis Wyman Elementary or Fox Hill Elementary schools for two or four weeks. The summer literacy programs strengthen students reading and writing, and keep students reading over the summer, which is critical to retaining skill levels for the start of each school year. Enrichment opportunities provide a basis for boosting students' confidence and developing academic skills. Combined, the Italian language and culture after school programs and these vacation programs, serve hundreds of Burlington students beyond the school day in 2005-2006.

Respectfully submitted,

Katie Spinos  
Assistant Superintendent  
for Curriculum and Instruction

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## BURLINGTON HIGH SCHOOL

After reviewing the evaluation report from its visiting team, the Commission on Public Secondary Schools of the New England Association of Schools and Colleges awarded continued accreditation to Burlington High School. The notification letter from NEASC stated that "the Commission was impressed with many of the programs and services at Burlington High School, highlighting the school's strengths meeting the Standards for Accreditation

on Mission and Expectations for Student Learning, Leadership and Organization, and Community Resources for Learning". The Commission further commended Burlington High in sixteen areas and acknowledged eighteen specific programs, services and practices. Those areas identified for recognition included: school-wide rubrics for learning, the utilization of assessment results to measure academic achievement, opportunities provided to all students, strong teacher-student relationships that promote personalized instruction, the variety of opportunities for the professional staff to attend conferences and workshops, the level of cleanliness and maintenance of the school facility, and the leadership team that provides a safe and secure environment.

As required for all accredited schools, Burlington High School is expected to submit a Two-Year Progress Report to NEASC by October 1, 2006, to address the recommendations of the visiting team. A BHS Follow-up Committee reviewed all NEASC recommendations and identified those groups and committees that would address each one. Over the past several months, committees and teams have met to evaluate action relative to the NEASC recommendations and to plan ways in which to address each of them. BHS committees and groups that are working on the Two-Year Follow-up Report are: the Administrative Team, The Instructional Leadership Team which includes the Department Heads, the Action Planning Team, the Data Analysis Team, the Interdisciplinary Curriculum Planning Committee, the School Council and the Principal's Advisory Committee.

Burlington High School students continued to perform well on the MCAS tests. Of the 235 students in the Class of 2005, 100% of the students passed the English Language Arts tests while 99% of the students passed the Math Test. Results from the initial MCAS given in the Spring of 2005 for the Class of 2007 indicate 99% of the students passed the MCAS Math test on the first try, while 98% passed the ELA tests on the first attempt.

Further indication of student achievement was apparent in the high school report card required under the federal *No Child Left Behind Act*. The Adequate Yearly Progress (AYP) Report showed that in Cycle III, BHS performed *very high* in ELA and *high* in Math. High school improvement ratings for ELA were *on target* and *above target* for Math.

The past year brought many new educators to Burlington High School, filling vacancies created by retire-

ments and resignations. Two long time guidance counselors, Mrs. Leslie Tyman and Ms. Elaine McCabe, concluded their illustrious careers. Joining them were several distinguished members of the English Department: Kevin Field, Donald Rousell, Miriam Malkasian, Lucille Flammia, and Sandra Sheppard. Other notable retirees were: Dr. James Beaudry, Social Studies teacher, and Mr. Arnold Strickman who retired from the Math Department. Mr. Wayne Little retired as the Art Department Head and was replaced by Mr. George Ratkivich, a high school Art teacher. Other faculty members who left Burlington High were Ms. Leslie Chambers, Ms. Gloria Deutsch, Mr. Steven Meitner, and Ms. Amy Mahoney.

New members of the faculty are: Ms. Sally Andrews, Ms. Shannon Cobery, Mr. Michael Coughlin, Ms. Molly Coughlin, Ms. Stephanie Diozzi, Mr. Ethan Feinsilver, Ms. Anne Ford, Ms. Holly Freisen, Mr. Mark Geoffroy, Ms. Karen Wellman, Mr. Denis Loo, Mr. Josh Murphy, Ms. Katey Sullivan, Ms. Brenna Vigneau, and Mrs. Gloria Wojtascek.

Despite the loss of many talented veterans, Burlington High School began the 2005-2006 school year smoothly. Students in 9th and 10th grades started their school assignments with required readings which many chose to complete over the summer months. The voluntary READ IT program continued with a change in the number of selections available to students and culminated in a special lunch provided to participants.

Upgrades to the high school technology continued with the acquisition of additional Smart Boards for classroom use. Other improvements to the facilities involved painting projects, a new sound system in the auditorium, and construction of additional storage areas.

Burlington High clubs and organizations were enthusiastically involved in a number of community service projects during 2005. Particularly active in these efforts were the members of Student Council, OPEN, The Medical Careers Club, SADD, Multicultural Club, and The Model UN. Donations were collected for the victims of the Tsunami, Hurricane Katrina, and African AIDS orphans. The Graphic Arts students designed a cover for a CD containing African music. Funds from the sales of the CDs were donated to an orphanage in Africa for children with AIDS. Students also volunteered for the Walk Against Breast Cancer, and Christmas in the City. SADD, OPEN and Student Council collected donations for a coat drive, Toys for Tots, and the Bedford VA Hospital. OPEN undertook a

major project collecting items for US troops serving overseas. Beginning in September funds were raised to purchase musical instruments that were sent to Sgt. Thomas Middleton who is serving in Iraq. The instruments are being used for services in three military chapels in the Rimardi area. In conjunction with the high school Veterans Day ceremony, the OPEN students, under the leadership of Mr. Alan McRae with the assistance of Mrs. Joan Proctor, began assembling packages for shipment to Burlington residents, family members and friends serving in harms way. Through their efforts, 70 packages were sent to soldiers, sailors, airmen and women and Marines in Iraq and Afghanistan.

Burlington High School received an award of \$2000 from the Siemens Foundation on behalf of senior Amrita Saigal who was named as a Regional Finalist in the 2005-2006 Siemens Westinghouse Competition in Math, Science and Technology.

Respectfully submitted,

Linda A. Hayes, CAGS  
Principal

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## ART DEPARTMENT

Burlington High School art students again received honors in the Boston Globe Scholastic Art Exhibition. Joel Atlas earned an Honorable Mention in the category of Computer Art. Brittney Gormley earned a Silver Key in Drawing. She also earned an Honorable Mention in the Mixed Media category. Leigha Levesque earned an Honorable Mention in Photography. Rachel Gregorio earned a Gold Key in the Printmaking category. Jason Yeadon earned a Silver Key in the Sculpture category and a Gold Key in Computer Art. He also earned recognition for his portfolio, which continued to the national competition in New York. Aileen Noonan earned recognition as a Portfolio Nominee as well, so her portfolio joined that of Mr. Yeadon on the trip to the national competition. These artists were selected from among 4200 entrants in the competition. An exhibition of the over 300 Gold and Silver Key winners was on display at the State Transportation Building in Boston from mid-February until late March of 2005. In the national competition, 155 gold medal pieces were chosen from 15,000 gold key regional winners from across the United States.

In the spring of 2005, the department produced its thirty-second annual "Exhibition." The theme for this year's art show was "Getting There," shared with the high school's literary magazine, COLLAB. Hundreds of pieces of work were exhibited in the high school library and main lobby. The reception for the exhibition was well attended. This was the second year that senior art students were offered individual alcoves to display their portfolios, and these seniors helped organize and host the event, supplying refreshments and offering commentary on their works to guests. It continued to be a motivation for these students and the underclassmen who will present their work next year. Students Harilaos Skourtis and Nozomi Okubo designed the invitations and posters for the event.

Harilaos Skourtis was selected to represent Burlington High at the annual Art All-State Festival at the Worcester Art Museum. All-State is jointly sponsored by the museum, the Massachusetts Art Education Association, the Massachusetts Alliance for Arts Education and the Massachusetts Directors of Art Education. Mr. Skourtis was inspired by the experience and looks forward to acceptance in an art school upon graduation.

Other notable student-centered events occurred in 2005. Kristen Rubino attended the ArtsFirst program at the Art Institute of Boston. Brittney Gormley earned Honorable Mention recognition in a portraiture contest sponsored by Utrecht Art Supplies. Ms. Gormley also presented her work in other shows. As a midterm project for the *Drawing & Painting* class, Ms. Gormley, along with Aileen Noonan and Tiffany Huang, organized an exhibition and reception of their work in the high school lobby and the library. The theme of the show was "Contrasts." The exhibition was featured on BCAT and on the front page of the local newspaper. In the spring, Ms. Gormley and Ms. Huang participated in a second exhibit of their work at a local Starbucks. Ms. Gormley, Ms. Huang and Ms. Noonan, in addition to Rachel Gregorio, also assisted a muralist and interior designer in painting the cafeteria of Memorial Middle School.

Twenty-nine Burlington students exhibited their art works at the High School Art Majors Exhibition sponsored by the Lexington Arts & Crafts Society this fall. This exhibit, shared with several neighboring communities, celebrated Burlington student accomplishment by offering a quarter of its display area to our young artists. These outstanding students presented their work: Sarah Abkowitz, Zoya Ashfaq, Michaela Baril, Nick Cappello, Lauren Costa,

Ginelle DeAntonis, Kristen Fahey, Samuel Faller, Kristina Federico, Brian Feeley, Lauren Finkle, Sam Fritz, Lindsay Garside, Alysse Gerardi, David Gill, Ivan Gombya, Tiffany Huang, Marissa Jones, Rachel Kerstein, Rachietta Knight, Shauna Leva, Kelly Lewis, Christopher McCrobie, Michael O'Neill, Amy Pflanz, Dan Ricardelli, Kristen Rubino, Geoffrey Silvis, Harilaos Skourtis, Malak Taha, Winnie Tsui and Victoria Wall.

The Macintosh lab, part of the long-range technology plan financed by Sun Microsystems, continues to provide students with exciting possibilities in the computer graphics field. In addition to the *Digital Arts* course, both *Communication Arts* and the new *Interior and Exterior Design* course, introduced by Ms. Christina Chang-Riley, frequently access the equipment and graphics programs. Many of the works created in the lab go on to publication as posters, banners, and program covers for the graduation ceremony, the school musical, the athletic booster club, and the high school's Program of Studies.

Graduating students were accepted into art and architecture programs at the Massachusetts College of Art, UMass Dartmouth, Montserrat College of Art, Salem State College, Roger Williams, and Syracuse University. Ten of our art students were planning on majoring in art or architecture in college.

Ms. Riley serves as the advisor for Students for Asian Cultural Awareness. Mr. George Ratkevich continues to serve as a co-advisor for *COLLAB*, the high school's award-winning literary and arts magazine. The 2005 edition of *COLLAB* received first place recognition by the American Scholastic Press Association. Mr. Ratkevich also continues to serve as an advisory board member for the Boston Globe Scholastic Art Awards. Mr. Wayne Little continued to be involved with the Communications Committee, Factathlon, Science Olympiad and Students For Environmental Action.

After thirty-six years of service to the school and community of Burlington, Mr. Little retired from the profession. Mr. Little, who served as the Art Department Chairman for the past three years, had taught photography at Burlington High for the past twenty-five years. This Burlington High School graduate (1966) was formerly an art teacher and Team Leader at Francis Wyman Middle School, served as President of the Burlington Educators Association, and had taken leadership responsibilities in many school related committees.

Joining the department in the fall of 2005 was Mr. Thomas Linville, who is teaching the photography courses and sharing the teaching of Design, our foundation course, with Ms. Joanne Vigneau. Mr. Linville is a professional artist who was educated at S.U.N.Y at New Paltz, Buffalo State College, and Salem State College.

Mr. Ratkevich was appointed the new Art Department Chair.

Respectfully submitted,

George Ratkevich  
Art Department Chairman

## ENGLISH DEPARTMENT

Personnel changes are the main story in 2005. Five English teachers retired after contributing more than 130 years of combined service to the Burlington Public Schools. Kevin Field, Lucille Flammia, Miriam Malkasian, Sandra Sheppard and Donald Roussell each worked tirelessly on behalf of scores of BHS students. The departure of these familiar faces has transformed the department and brought a new generation of teachers into the ranks. In fact, 12 of the 14 teachers currently assigned to the English Department have 5 or fewer years in Burlington. Fortunately, they have inherited from their predecessors a legacy of dedication and classroom effectiveness.

The teachers who have replaced our retirees have impressive credentials and backgrounds. Shannon Cobery, a Providence College graduate with a master's degree from Simmons College, comes to us with seven years experience from the Chelmsford Public Schools. Ethan Feinsilver, a former journalist and graduate of the University of Chicago, has taken the reigns of the school newspaper and teaches journalism. Anne Ford worked in the private sector after graduating from Amherst College, then received a master's degree from Lesley College and taught for one year in Hopkinton before joining our faculty. Brenna Vigneau, a BHS and Regis College graduate, also worked in the private sector before answering the call of the classroom. Also joining the department is Karen Hallman, a recent honors graduate of Northeastern University with a double major in English and history. Finally, Benjamin Taylor Lally returned from a one-year leave of absence after earning a master's

degree from New York University. The success of our recruitment owes to the school department's commitment to maintain an excellent, dedicated faculty.

BHS students again fared well on the state mandated MCAS exam. An impressive 99% passed the English exam on the first try; even more encouraging is that more than 83 percent of the sophomore class scored in the highest quadrants. Additionally, 20 of 26 students earned college English credit by passing the rigorous Advanced Placement examination. I'm glad to report that the academic performance of our students indicates that Burlington High School truly fulfills its mission to engage all students in relevant, challenging language arts instruction.

In the extra-curricular areas, students, under the guidance of our staff, have produced another fine edition of Collab magazine; and, the Devil's Advocate earned a first place award from the Scholastic Press. Advisors Nicole Fuller and George Ratkevich (**Collab**) and retired journalism advisor Sandra Sheppard are to be commended for their fine work with our students.

Finally, BHS mourned the passing of retired English teacher, Miss Elinor "Ellie" Hartnett. Ellie began at the middle school then taught at the high school for more than 20 years. Hundreds of former students will remember Ellie's kindness and concern, especially for those who struggled in the classroom or dealt with personal hardship.

Respectfully submitted,

Robert W. Casey  
English Department Head

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## FAMILY AND CONSUMER SCIENCE, BUSINESS, AND TECHNOLOGY EDUCATION

The **Family and Consumer Science** program is comprised of two components, Child Development and Culinary Arts. The Child Development Program, led by teacher Rosemary Bransfield continues to serve the needs of the Burlington community by providing a pre-school program for Burlington residents. From a pool of applicants, sixty-five BHS students are chosen to work in the program. The Culinary Arts program, which is headed by teacher Marjorie Arcand, offers courses in Food Preparation, Professional Cooking, and Gourmet Foods.

The **Business** program, headed by teacher John Hayes, gives BHS students a variety of courses from which to choose. Course offerings include College Accounting, Business Management, Business Law, and Introduction to Marketing.

The **Applied Technology** program, under the leadership of second year teacher Philip Vachon, continues to offer students Engineering Technology and Applied Technology courses. Mr. Vachon is field testing a new curriculum in the Applied Technology courses entitled, "Engineering the Future" designed by the Museum of Science in Boston.

Respectfully submitted,

Michael T. Hickey  
Associate Principal

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## FOREIGN LANGUAGE DEPARTMENT

The Foreign Language Department offers a five-year sequence of study in French, Italian, Latin and Spanish. The department continues to work on its five-year curriculum update that is aligned with the Massachusetts Frameworks and the National Standards. This is accomplished by incorporating classroom activities with the use of technology in the language lab.

In 2005, the department celebrated *The Year of Languages*. In March, during Foreign Language Week, students were involved in a poster contest. Juniors Stephanie Hon and Adam Rosenbaum each received a certificate of participation from MaFLA for their submissions. In April, twenty-six students accompanied Mrs. Rita DeBellis on a ten-day trip to Italy. The Latin and Spanish Clubs continue in popularity and members are involved within the school and in community service. The new Italian Club was established in September.

Our Advanced Placement students in Spanish earned college credit having passed the Advanced Placement Spanish Language Examination.

In October, Mrs. Maria Walton and Mrs. Ilaria Hoerle traveled with Mrs. Linda Hayes to Cles, Italy. The purpose of the trip was to investigate the possibility of establishing an Italian exchange program between Burlington High School and Pilati High School in the Province of Trento.



While in Cles, the three met with Paolo Caspani, Principal of Pilati High School, the Mayor of Cles and the Commissioner of Education for the Province of Trento.

Many members of the Foreign Language Department have attended workshops or courses to keep abreast of current trends in foreign language teaching. During the summer, Ms. Abigail Abbott, Mrs. DeBellis and Mrs. Hoerle participated in several curriculum sessions to map out the sequence of courses in Spanish, Latin and Italian.

Respectfully submitted,

Maria P. Walton

Foreign Language Department Head

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## MATHEMATICS DEPARTMENT

The goal of the Burlington High School Mathematics Department is to meet and/or exceed the needs of a wide academic range of students. This goal is accomplished by continuing accessing, upgrading, and implementing a variety of courses ranging from Advanced Placement courses (such as A.P. Calculus and A.P. Computer Programming) to Basic Skill Math and Computers.

The Burlington High School Mathematics Department consists of 14 full-time teachers with a combined teaching experience of over 300 years. Not only is the staff of the High School Mathematics Department experienced, but it is both innovative and pro-active.

The High School Mathematics teachers regularly attend Professional Development Workshops and take courses relative to current Mathematics trends.

The Burlington High Mathematics Department takes pride in not only its teaching staff but in the following:

### Math League:

The Burlington High Mathematics Department continues to excel in the "Math League". This year's team (with outstanding coaching by Mrs. Jean Saxe and Mr. Ed Chapdelaine) won the League Championship. Area teams in the League are Bedford, Arlington Catholic, Lexington Minuteman, Wakefield, Woburn, Stoneham, and Somerville.

### Computer Lab:

The Mathematics Department utilizes three computer labs. The most recently introduced of the three labs is being used seven periods per day.

### Designated Mathematics Tutor:

Students have access to receive individualized Mathematics tutoring seven periods per day plus an additional hour per day after regular school hours.

### MCAS:

The classes of 2004, 2005 and 2006 of the Burlington High School Mathematics Department have all (100%) passed the Mathematics portion of the MCAS. This success rate can primarily be attributed to the skill and dedication of Mr. Ed Chapdelaine and his assistants.

### Mathematics Department Retirement:

The Burlington Mathematics Department wishes to acknowledge the retirement in 2005 of Mr. Arnold Strickman, a dedicated and effective Mathematics teacher for 32 years.

Respectfully submitted,

James P. Curtin

Mathematics Department Chairperson

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## HIGH SCHOOL PUPIL SERVICES DEPARTMENT

The High School Pupil Services Department has worked to meet the diverse and complex needs of the high school student population. The Guidance Counselors, through the use of varied counseling techniques, work with students to identify and remediate problem areas as well as to help them develop appropriate educational/career goals and courses of action to achieve those goals.

In September, 2005 the Guidance Department implemented a new web-based college management system, called TCCI Family Connection, which allows students to complete many of the tasks associated with selecting a college. This system provides an easy pathway for students to:

- Get involved in the planning and advising process
- Conduct in-depth college searches
- Research specific colleges
- Sign up for college visits at Burlington High School
- Communicate directly via email with their guidance counselors

The program for special needs students continues to be effective in identifying learning problems while offering in-depth special needs support and academic diversity for those students with learning disabilities. In the 2005/2006 school year, inclusion courses were expanded in the areas of English, Mathematics and Science. Additionally, inclusion courses were offered for the first time in Social Studies. In these courses special education teachers provide direct support and service to students in mainstream academic classrooms.

This past November, Mrs. Amy Mahoney resigned her position as School Adjustment Counselor at Burlington High School. Mrs. Gloria Wojtaszek has assumed the counseling position vacated by Mrs. Mahoney's resignation. Additionally, Ms. Sally Andrews has assumed a special education instructor position at Burlington High. Ms. Andrews primarily serves as an inclusion teacher.

The Guidance Department hosted representatives from fifty-five colleges and technical schools who spoke to interested students regarding admission requirements, costs and financial aid information during conferences at the high school. The Guidance Department also cosponsored a regional college fair held at Shriner's Auditorium that had representatives from over two hundred colleges and universities.

The 2005 Burlington High School Scholarship Program, affiliated with the Burlington Community Scholarship Foundation, produced highly successful results. One hundred seventy nine donors contributed to the 2005 program. Three hundred fifty scholarships, totaling \$339,450.00, were awarded at the presentation ceremonies. Our deepest gratitude is extended to the local individuals, civic groups and business organizations that contributed to the scholarship program. Since 1988, five thousand one hundred eighteen scholarships totaling \$3, 941,107.00 have been awarded to the graduates of Burlington High School.

**The following is a profile of the Class of 2005:**

Size of Graduating Class: . . . . . 232 students  
 Number of Students Continuing  
 Education: . . . . . 215 or 92.6% of Class  
 Number of Students Seeking  
 Employment: . . . . . 15 or 6.4% of Class  
 Number of Students Entering  
 Military Service: . . . . . 2 or <0.1% of Class

**Continuing Education Information:**

Four-Year Baccalaureate Programs: . . 169 or 72.8% of Class  
 Four-Year Public Institutions: . . . . . 91 or 39.2% of Class  
 Four-Year Private Institutions: . . . . . 78 or 33.6% of Class  
 Two-Year Associate Degree Programs: . . 40 or 17.2% of Class  
 Two-Year Public Institutions: . . . . . 32 or 13.8% of Class  
 Two-Year Private Institutions: . . . . . 8 or 3.4% of Class  
 Educational/Vocational Non-Degree  
 Programs: . . . . . 6 or 2.6% of Class

**2005 CEEB Test Summary:**

212 students tested out of a class of 232 or 91%  
 Mean Verbal Score: 511      Mean Math Score: 542

**SAT I Cumulative Percentages  
 (Per Cent of Students scoring at or above a given range):**

	<b>Verbal</b>	<b>Math</b>
Above 700	3%	5%
Above 650	13%	16%
Above 600	23%	32%
Above 550	34%	49%
Above 500	54%	68%
Above 450	70%	83%

**# Of Scores In A Given Range:**

	<b>Verbal</b>	<b>Math</b>
750-800	5	5
700-740	2	7
650-690	21	24
600-640	21	34
550-590	23	35
500-540	43	40
450-490	33	31
400-449	34	21
<b>TOTALS</b>	<b>182</b>	<b>197</b>

**SAT II Mean Scores:**

Writing:	596	Literature:	558
Biology M:	613	Math Level IC:	610
Math Level IIC:	661	Physics:	658
Chemistry:	654	American History:	673

One member of the Class of 2005 was recognized as a National Merit Scholarship Recipient. Six members of the Class of 2005 were recognized as Advanced Placement Scholars for their performance on the Advanced Placement Examinations. In addition, four members of the Class of 2005 were recognized as Advanced Placement Scholars with Honor and two students were recognized as an Advanced Placement Scholars with Distinction.

**MCAS Test Results Summary:**

Beginning with the Class of 2003 all students must pass both the MCAS English Language Arts Test and the MCAS Mathematics Test prior to receiving a high school diploma.

**Testing results for the Class of 2005 are as follows:**

Original Enrollment of  
Class of 2005: ..... 235 students

Passed both the English  
Language Arts and  
Mathematics tests: ..... 233 students or 99.1% of Class

Passed the English  
Language Arts test: ..... 233 students or 99.1% of Class

Passed the Mathematics  
test: ..... 235 students or 99.5% of Class

Scored either proficient or  
advanced on the English  
Language Arts test: ..... 168 students or 71.5% of Class

Scored either proficient or  
advanced on the  
Mathematics test: ..... 146 students or 62.1% of Class

Respectfully submitted,

Thomas Imbriglio  
Support Services Coordinator

**READING**

Consistent with both the mission and the learning expectations of Burlington High School, the reading specialist continues to coordinate verbal skill development for all students. To assist students in the vital area of critical reading, the reading specialist provides testing, assessment, and consultation designed to support content area instruction. In conjunction with phase two of the Burlington High School literacy initiative, students are referred for more extensive diagnosis following the administration of our standardized testing program, the Scholastic Reading Inventory (SRI) for ninth graders, and the PLAN test for tenth graders. Other referrals come to the office of the reading specialist from teachers, counselors, parents, and from the students themselves.

Respectfully submitted,

Robert F. Conceison  
Reading Specialist

**SCIENCE DEPARTMENT**

The 2005 school year was an excellent year for the Science Department. Four of our teachers, Mr. Rick Beaumont, Mr. Alan McRae, Dr. Peter Nassiff, and Mr. Chuck Wood, were recognized in Who's Who in High School Teaching. In addition, Mr. Wood received the prestigious Aggarwal Award as the outstanding BHS teacher.

Our students excelled in AP courses. Thirty students gained college credit and 13 obtained the highest possible grade of 5. Over 90% passed biology, 70% passed chemistry, and 50% passed physics. The 9th and 10th grade MCAS scores in biology, chemistry and physics were exceptional.

We hosted the American Chemical Society's "High School Teachers' Night," in October where over 200 New England teachers attended. The keynote speaker was Dr. William Carroll, 2005 ACS President and Vice President of Occidental Chemical Corporation.

Dr. Nassiff was on the State MCAS Committee and is a consultant for the DOE in chemistry and physics. He is the major contributor for the revised Massachusetts Chemistry Framework.

Mr. McRae worked with Harvard-Smithsonian Center for Astrophysics and NASA to produce a CD of his astronomy classes, and helped the Museum of Science on their Star Wars exhibit.

AP Environmental Science was re-instituted this fall after a year of absence, and Ms. Jill McInerney attended a summer preparation program in AP Environmental Science.

Our staff changed. Dr. Gloria Deutsch, a Burlington resident, was a temporary replacement and did an excellent job in her chemistry classes. Ms. Holly Freisen, a trained chemical engineer, replaced her. Mrs. Bonnie Laskey retired after 28 years as the Department's Lab Technician and was replaced by Mrs. Karen DeMone, another Burlington resident. Mr. Mark Geoffrey and Mr. Mark Leonard replaced teachers who resigned during the fall term.

The department's budget was increased to make up for last year's cuts and we gained a part time instructor. However, class sizes are still large, averaging 21 students.

Respectfully submitted,

Dr. Peter J. Nassiff  
Head of the Science Department

## SOCIAL STUDIES DEPARTMENT

September of this year marked the completion of curriculum changes mandated by the state frameworks. *United States History II*, required of all sophomores, and *World History II*, required of all juniors, were both mapped in the summer and implemented in the fall.

The new textbook for *World History II* was formally adopted by the School Committee in June. They followed the recommendations of a study committee composed of Jack Bridge, Matthew Carr, Peter Halvorson, Jeffrey W. Hoyt (*ex officio*), and Rachel Zucker. Funding for the purchase of the new World History textbook was, once again, provided through the generosity of a gift from the Jack Blais family.

A new course has been added to our list of offerings for academic year 2006-2007. *Advanced Placement World History* will be available for a limited number of qualified juniors and may be taken in place of *World History II*.

Members of the Social Studies Department effectively planned and utilized the two staff development days held in March. On the first day, we were the honored guests of the staff of the Paul Tsongas Industrial History Center in Lowell. Sheila Kirshbaum, school liaison officer, organized and presented a superb tour of their excellent facilities and awed us with the depth and breath their teaching resources. On the second day, every member of the department attended the 36th annual Northeast Regional Conference on the Social Studies held at the Park Plaza Hotel in Boston. Delightfully, the keynote speaker for the general session was Burlington High School graduate (class of 1972) and history author Stephen Puleo. His insightful comments about the enduring lessons of history, especially in the contemporary world, were inspirational and extremely well received.

Peter Halvorson, through his course work at *Primary Source*, was among a panel of presenters at one session of the NERC Conference. The focus of their presentation involved the lessons modern China can learn from the nineteenth century Industrial Era of Great Britain.

Our traditional fieldtrips were conducted again this year with great success. Mr. Costa and Mr. Driscoll's bi-annual fieldtrips to the correctional facility at Bridgewater, combining Law and Sociology classes, continues to be over-subscribed and extremely interesting to our students. Mr. Carr's annual four-day, activity-packed, stay in Washington D.C., during April vacation, was executed, again, with a capacity group of BHS juniors and an exhaustive touring schedule. A valuable new fieldtrip was conducted this year by Katie Bercury for her Psychology students. Early in September, they went to the Museum of Science to experience special interactive exhibits on "The Brain" and "Illusion."

Once more, the Social Studies Department oversaw the election, selection, and nomination of students for numerous annual positions and honors.

The **delegate** and **alternate** to Student Government Day, held in April at the State House in Boston, were Nathan Pierce and Rebecca McMahon, respectively.

The two boys selected to attend Boys State, held this year from June 11-17, 2005 at Stonehill College, were Nathan Pierce and Dan Ricardelli. The two girls selected to participate in Girls State at Bay Path College from June 19-24, 2005 were Kayla Hammond and Rebecca McMahon. We

thank the local units of the American Legion and Auxiliary, Post No. 273, for their continued support of this highly worthwhile program.

In the fall, members of the senior class elected Nathan Pierce to be the recipient of the Daughters of the American Revolution "Good Citizen" award (nominated by the faculty and elected by the senior class). A certificate and pin will be presented to Nathan in March of 2006 at a ceremony conducted by the Lexington Chapter.

Daniel J. Antonuccio was chosen to receive a "Good Citizen" award from the Middlesex County Bar Association during their annual Law Day program held on May 3, 2005.

Another rewarding local Student Government Day was conducted in May. Thirty-seven junior-year students were elected from their United States History class to assume the roles of almost all the town municipal departments. As in the past, specific assignments were made by lottery. In the morning, after a jovial briefing in the Selectmen's meeting room conducted by Town Administrator Robert Mercier, students departed with their government official to learn as much as possible about their job. At lunchtime everyone gathered at the Café Escadrille for an excellent meal and animated discussion. Upon returning to the classroom, participating students shared with their classmates what they had learned that day about Burlington town government. The teachers involved were Dr. Beaudry, Mrs. Carey, Mr. Carr, Mr. Costa, and Mr. Driscoll.

There were several staff changes during the year. Dr. James W. Beaudry retired in June. For the past seventeen years, Dr. Beaudry has been a distinguished, congenial, and valued member of the Social Studies Department. Before he came to Burlington, Dr. Beaudry had been a teacher and administrator at New Prep in Cambridge. His total teaching career has spanned more than forty-five years. Every member of this department joins together to sincerely wish him a very healthy and happy retirement.

Miss Rachel Zucker returned in September from her leave of absence for graduate study. Mr. Michael Coughlin has been hired to teach a two-fifths position (two classes of sophomore *United States History II*) necessitated by increased enrollments.

Respectfully submitted,

Jeffrey W. Hoyt, Chairman  
Social Studies Department

## DEPARTMENT OF ATHLETICS

The Burlington Athletic Department has had another successful year because of its wide variety of athletic programs and its ever increasing number of student athletes. The programs receive great support from the student body, the community and the school administration.

The Sixth Annual Burlington High School Athletic Hall of Fame Induction was held on October 6, 2005 and was another great success. The list of inductees included Benefactor, George Yore and Coach, Don Tocci. The athletes included were Philip (Tiny) Canelos, Mary Jo Curtin Schorr, Peggy Hannon Rizza, Sean McGowan, Ed Mitchell, Maureen Moroney, Wally Paige, Eric Petersen, Jeremy Royds and Chris Taylor. The inductees were honored at the Marriott Hotel in Burlington.

This year, the Winter Sports programs had another encouraging year. The Boy's Basketball team was led by Seniors Doug Ryan and Tom Pickett finishing 4 and 16. The Girl's Basketball Team was led by Michaela Murphy, Rebecca McMahon and Julie Leone, and they finished 2 and 18. The Boy's Hockey Team was led by Seniors Mike Miller, Jay Yeadon, Paul Ganley and Bobby McCarthy, and finished 15 and 7 and 1. They also went on to the North Semi Finals. The Girl's Hockey Team led by Jessica Ferguson, finished 4, 14 and 2. The Boy's Gymnastic Team led by Kelvin Chan, State Champion on Rings, finished with an 8 and 0 season winning the league title. The Girl's Gymnastic Team, led by Amanda DeCost and Corey Robbins finished with a record of 2 and 7. The Boy's Indoor Track Team led by Adam Burt, Ryan Griffin and Chris Ulliani finished 7 and 2. Laura Young and Shawna Gilligan, Lindsay Steinbach and Kristy Lyons led the Girl's Indoor Track team, finishing 4 and 5. Aaron Bernstein and James Steele led the Boy's Swim Team to a 0 and 6 record. The Wrestling Team, led by Senior Captains David Moon and Steve Marchese, ended the season with a record of 8 and 14 and 1. Nick Cappello was an All State Champion.

The Athletic Department's Spring program included the Boy's Baseball Team, this year led by Mike Miller and Bobby McCarthy, finishing with a record of 16 and 4 winning the Middlesex League Title. Softball had a record of 11 and 11. Leaders of the team were Lindsay Collins, Erin Vienneau and Kerri Mahoney. Lacrosse, led by Joe Reale and Paul Ganley, finished 3 and 12. Boy's Tennis, led by Captains

Mike Doherty and Vishal Parwani, finished 11 and 9. Girl's Tennis was led by Courtney Farrell, Lindsay Steinbach and Meri Ruhotina and finished with a record of 22 and 2. They lost to Medfield in the North Finals State Tournament. Boy's Track finished 5 and 4 led by Ryan Griffin and Kevin Murray. Rachel Bainbridge, Molly Cook and Charlene Mantia led the Girl's Track Team, finishing 6 and 3.

The Fall Sports program started with the Football Team's 7 and 4 record, led by Captains Paul Kekejian, Nathan Pierce and Dan Reale. The Boy's Soccer Team, led by Senior Captains Tom Boucher and Tom Chandonnet and Senior Dan Ricardelli finished 4 and 14. The Girl's Soccer Team, led by Hannah Chang and Michaela Murphy finished with a 1, 16 and 1 record. The Golf Team was led by T.J. Calvino finishing 5 and 4. Boy's Cross-Country, led by Jesse Faller, Class 3 Cross Country State Champion, finished 6 and 3 and the Girl's, led by Sonika Hegde and Swati Varshney, finished 2 and 7. Girl's Swimming and Diving finished 5 and 5 led by Stephanie Hon, Michelle Flynn and Amanda Murphy. Field Hockey finished 3, 13 and 2, led by Kristen Costa and Kayla Hammond. The Competition Cheering Squad also had a great season finishing first in the Middlesex League, as well as Division III State Champions qualifying them for the Nationals in Nashville, Tennessee where they placed first. This year we added Girl's Volleyball to our Fall Sports program. The team was led by Katherine Kelly, Lauren Hennessey and Christine Conceison and finished the season with a record of 2 and 14. The Athletic Department would like to congratulate all the athletes.

The Athletic Department would like to recognize Coach Rick Hayes for his services as Boy's Gymnastics Coach. Rick retired this year and will surely be missed.

Respectfully submitted,

Edward L. Gillis  
Athletic Director

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## HIGH SCHOOL LIBRARY

Over the summer, the librarian took a class in web design and created a "new face" for the high school library web page. The new website continues to provide a direct link to the library catalog and its database collections. With feedback from the science department, the library purchased a subscription to a comprehensive Science Resource database which provided full-text articles from journals, magazines, newspapers, reference books, multimedia and websites. All databases are accessible from home using a password which is available at the BHS circulation desk.

The library continued its extended hours and was open before school at 7:00 and after school until 2:45. Many students take advantage of this extra time to finish up their work or print out assignments.

The Summer Reading Program, *Read It – 2005*, included seven books chosen by students and faculty. Students who read from this list and created a visual were invited to an informal book discussion and a pizza lunch in the cafeteria.

Ms. Kelley DiSanto led another faculty book discussion with middle and high school teachers, which tripled in size from last year! Books, chosen by the group, focused on historical fiction, non-fiction, and biographies of Latin America.

A student book discussion was held in December. Over refreshments a group of students and the librarian discussed *The Kite Runner* by Khaled Hosseini. It was very successful and the group decided to meet and talk books about every two months.

Suzette Rielly, library assistant, went to workshops on the advanced functions of computer programs offered through the Northeast Mass. Regional Library System.

All computers in the Internet Lab were updated and the library now has a new networked laser color printer, a gift from the graduating class of 2005.

The library media center continues to meet the research needs of all students by providing print and non-print resources that support curriculum projects. We look forward to another successful year.

Respectfully submitted,

Susan Kelley DiSanto  
Library Media Specialist

## MARSHALL SIMONDS MIDDLE SCHOOL

2005 was a year in which Marshall Simonds Middle School continued to highlight the academic and developmental needs of middle school children. Approximately 850 students in grades 6, 7, and 8 participated in a variety of learning activities and special programs. New curriculum initiatives, improved school facilities, a wide range of assessment practices, and an emphasis on school community relations were especially noteworthy throughout the year.

The staff and administration were pleased with the results of state-mandated MCAS tests that were taken in May by children in all grades. During the year the mathematics teachers had engaged in numerous professional development workshops to address math skills and to identify weaknesses in student performance. This year-long review and evaluation resulted in the adoption of a new McDougal Littell 6-8 mathematics curriculum. The MCAS math test results released in September indicated that the scores of grade 8 students in mathematics had increased dramatically. The middle school science teachers were also pleased by the very strong MCAS performance of their students in earth, life, and physical science.

The realignment of the social studies curriculum was completed in 2005. Students will now study geography in grade 6 and world history in grades 7 and 8. Professional development for teachers, a new textbook adoption, and numerous supplementary materials and instructional methods have accompanied this program change.

Grade six teachers were recipients of a grant from the Massachusetts Cultural Council that enabled them to introduce a "Poet in Residence" program. All sixth graders spent several weeks learning to write poetry under the guidance of poet Steven Ratiner. Parents had the opportunity to read and listen to their children's poetry at the middle school's annual "Spring Open House."

The School Council presented their 2005-2006 School Improvement Plan to the School Committee in October. The Council identified the following areas for emphasis:

1. Review and evaluate the new middle school mathematics curriculum.
2. Complete alignment of social studies curriculum for grades 6, 7, and 8.

3. Support special education re-organization.
4. Enhance communication between Marshall Simonds Middle School and the community.
5. Articulate and plan for program and facility needs at Marshall Simonds Middle School.

September brought a reorganization plan to the special education teachers and counselors at the middle school. Special education teachers rather than guidance counselors will now write all student educational plans. This change will give counselors more opportunity to deliver direct services to students, teachers, and parents.

The Parent-Teacher Organization continued to give strong support to the middle school community. Fundraisers, educational programs, a school beautification committee, and active participation in a variety of school activities and events made the P.T.O. a major contributor to the child-centered environment that exists at Marshall Simonds.

2005 brought the retirement of five outstanding middle school educators. Mildred Nash, a high school and middle school English teacher and middle school BEAM teacher, retired after 27 years of service. Susan Adams, middle school Latin instructor, Peter Sardelis, middle school mathematics teacher, and Janice Kiggen, middle school social studies teacher, retired after 35 years in the Burlington Public Schools. Finally, Christine Monahan, middle school administrator and language arts instructor submitted her request for retirement after teaching in the Burlington Schools for 38 years.

Respectfully submitted,

Richard J. Connors  
Principal

## FOX HILL SCHOOL

Fox Hill welcomed the following staff members in 2005: classroom teachers - Mary Patrick, Amy Sousa, Tina Howard, Chrissy Sheppard, Norma Hehir, Bill Lisano; Wendy Moules, gym teacher; Renee Sacco, reading specialist; Donna Deyab, special education teacher; Alexis Dwyer, counselor. A number of staff members retired since last year: Gail Dinisco, kindergarten teacher; Doris Hill, grade

one teacher; Tom Ciarlone, grade five teacher; Joanne McDonough, grade three teacher; Bill Durkee, guidance counselor; Gail Goodearl, gym teacher; Mary Hamilton, Reading Specialist.

Fox Hill is a community of teachers and parents creating goals, sharing ideas, and working together. We take pride as we achieve academic excellence and build well-rounded citizens. Fox Hill is proud to have been named in *Boston Magazine* as one of the top 100 elementary schools in Boston.

The Fox Hill community utilizes council meetings to help make decisions in the best interest of our school. The Fox Hill council is made up of parents and teachers with the goal of writing an effective school plan to address the needs of Fox Hill. In addition, an advisory council of teachers helps make internal decisions to improve the daily operations at Fox Hill.

This year Fox Hill received 25 brand new laptop computers for our computer lab and use in classrooms. This new technology along with wireless access throughout the school building enhances students' ability to gain information, perform research projects, utilize new software products, and complete assigned tasks with up to date technology. The teachers and students are excited to have access to this latest technology.

Fox Hill took advantage of grants provided by the Burlington Education Foundation and two Fox Hill teachers applied for and received grants. The approved grants funded the Child's Play touring theater at Fox Hill supporting children's creative writing. The second grant enhanced non-fiction writing skills in the second grade.

We are in the unique position where our school population has begun to outgrow our space. Starting the 2006-2007 school year the school will utilize modular buildings to house students. The music program is spending the 2005-2006 school year on the stage, without a classroom. Fox Hill takes pride in our outstanding music programs and looks forward to utilizing the stage for all performances and having a classroom space for music next year.

The Fox Hill PTO continues to play an important role in the success of our students. PTO funds numerous events such as a pumpkin fair, winter festival, ice cream social, picnic, cultural activities, field trips, volunteer dinner, teacher appreciation luncheon, fifth grade graduation events, and

much more. It is a pleasure to have the PTO and parent volunteers supporting the education of Fox Hill students.

Respectfully submitted,

Eric Sprung  
Principal

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## FRANCIS WYMAN SCHOOL

As usual, the Francis Wyman School continued to abound in energy, education and activities. The following are highlights of this year:

### January/February

The second session of the Italian language and culture study began immediately after school on Tuesdays. It was well attended with over 30 students under the direction of Italian teacher, Ms. Mary Guerreiro who was assisted by teachers Mrs. Jean Perry and Mrs. Sandra Troschianeki. A visit by the Italian Educational Director, Carlo Cippolletti, to Ms. Barrett's second grade was quite exciting for all of us at Wyman. Student Council conducted a letter writing campaign to soldiers in Iraq. For professional development, India culture was offered. Ed Cope of *Reading is Magic* engaged students at an assembly. D.A.R.E. graduation for our fifth graders took place on February 7th.

### March/April

March began with our annual Dr. Seuss' Birthday Celebration. Many readers from the community volunteered to the delight of all. Family Math Nights and Family Italian Nights brought many families together to celebrate learning at Wyman. The fifth graders were busy in March with three annual favorite activities: ice skating, St. Jude Math-a-thon and the Science Fair. Contributions from Student Council's Penny Week were donated to *Make a Wish Foundation*. Our PTO sponsored our annual Spring Carnival, which was the usual success. School volunteers were treated to a Volunteer Appreciation Luncheon later in the month. The PTO Enrichment Committee presented to our students two fantastic and talented authors: Greg Tang, for grades two through five, and Layla Steinberg for the kindergartens and first grades. Mr. LeVasseur's *Growing Healthy*



*Children* series focused on internet safety. Our Student Council sent boxes of goods to soldiers in Iraq.

### May/June

The “Artist in Residence” was weaver Tom Jipson who demonstrated the art of weaving to our students. Teachers were again treated to an “Appreciation Luncheon” by our PTO to help celebrate National Teachers’ Appreciation Week. Disability awareness for second graders was held in May. The Kindergarten Author’s Tea was a highlight for the parents, teachers and staff members. Our annual Field Day, Talent Show and Awards Ceremony were held in June. The Student Council held its annual banquet. Two long-time employees, Ms. Julia Campagna and Mrs. Becky Shepard, retired after a combined sixty-eight years of educating our youth.

### September/October

Open Houses were held for all students’ families in early September. An Italian Open House served “gelati” to all and was a huge success. Student Council Induction Ceremony with invited guests Dr. Picone and School Committeeman Tom Murphy provided a most pleasant evening for fourth and fifth grade councilors. The annual Halloween Parade was viewed by many parents, staff, and Seniors from Longmeadow Place.

### November/December

The Kindergartens’ annual Thanksgiving was a wonderful activity that included arts, cooking, song and poetry along with a delicious turkey dinner. The Student Council Food Drive collected over 1200 items for the Burlington Food Pantry. In November they performed their Holiday Presentation at the Senior Center. The Kindergartens performed their annual Nutcracker to SRO audiences.

Again, it was a wonderful year for all at the Francis Wyman Community. We ALL share the same common goal for our students—learning, living, laughing, giving back to others, and appreciating all that the town has to offer us.

Respectfully submitted,

Kathleen Burns  
Principal

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## MEMORIAL SCHOOL

The year 2005 continued to be one of learning and growing for the Memorial School community. First, there were several key changes in staff. In June, we said good-bye to Robert Teel, principal, and Judy Mack, fifth grade teacher, two very special educators who retired after many years of dedicated service to the children and families of Burlington. Several other staff members went on to other positions, including school secretary Peggy Allegretto, who was appointed secretary to the principal of BHS. Due to these and additional changes in enrollment and grade level configurations, Memorial welcomed the following new staff members at the start of the school year 2005-06: teachers Suzanne Siegel, grade 2, Tara Olshaw and Holly Soper, grade 4, Rebecca Milusich, special education; guidance counselor Jessica Naugler; adaptive physical education instructor Carol Gianatassio; music teacher Jenn Agati; kindergarten assistant Adrienne Gerbrands; speech and language assistant Stacie Sullivan; school secretary Kathleen Bogosh; and principal Karen Rickershauser.

At the start of the new school year, we welcomed several new members to the School Council too, including parent, teacher, and community representatives. The School Council helped to set school goals which aligned with the goals of the district. One key area of need targeted by the previous council was air quality. With the support of the Central Office, univents were thoroughly cleaned over the summer, and roof fans purchased for installation in each classroom to increase airflow throughout the building. Another area of concern was safety and security, so Code Blue and Code Red plans and protocol were developed and established.

The school year 2005-2006 welcomed new students and their families to Memorial with the annual PTO-sponsored New Family Night. Families had the opportunity to learn about the school and make new friends at the same time. In addition to this evening and the daytime enrichment experiences for students, the ever-supportive Memorial PTO sponsored many other activities and events throughout the year to support and enhance learning, and to foster community among students, families, and staff. Wish List donations were made to classrooms, field trips received financial support, and events like the Ice Cream Smorgasbord for students in December, and evening and weekend activities like the Pizza Movie Night, Family

Pancake Breakfast, Golf Tournament, and end-of-the-year Family Picnic provided opportunities for us to learn and laugh together.

In keeping with the district goals, the focus on literacy development and mathematics continued in grades K-5. Professional development experiences helped teachers to present the Bridges and Investigations math programs more effectively, and a Family Math Night was held to help parents understand the concepts, skills, and strategies that characterize these programs. The PTO brought in enrichment experiences to enhance mathematics instruction, including authors Greg Tang and Katy Bratun, and a school-wide assembly Mad about Math. In addition to the balanced literacy program presented in classrooms, a used bookstore was established for children to recycle books they'd read and enjoyed, and choose new titles recommended by their schoolmates. Additional activities like Read Across America and the Massachusetts Children's Book Award program offered high-interest opportunities for children to extend and apply skills and develop confidence as readers and writers.

Besides developing strong students, cultivating good citizens continues to be a priority at Memorial. The Responsive Classroom, a program designed to accomplish exactly that, was implemented in many classrooms. Children and their families demonstrated their respect and compassion for others by generously contributing to the Red Cross Hurricane and Earthquake Relief Funds, and to Overcoats for Kids and Toys for Tots. We also came together to observe Veterans' Day at a whole-school assembly where we honored members of our families and community for their service to our country. Gathered around the flagpole at the front of the school, fifth graders explained how the day came to be, and fourth graders led the school in singing "This Land is Your Land." Inside, we created a Wall of Honor where the names of family, friends, and community members who have served in the Armed Forces were proudly and prominently displayed.

The Memorial community also supports a variety of additional learning opportunities. Among others, they include a Pre-School Read-aloud program, designed to introduce children and their families to the school where they will attend kindergarten; band and music concerts in both winter and spring to showcase students' musical accomplishments and enrich the community at large; shared learning experiences with residents of

Longmeadow; and an after-school Homework Club for students in grades three through five provides teacher-support with both homework and study skills. Cherished traditions all, we strive to preserve them even as we seek new ways to learn and grow together. In anticipation of Memorial's 51st birthday celebration, we have designed a local history project to uncover Memorial's rich past. By gathering photographs and memories from alumnae and the Historical Society, we plan to assemble a photo-journalistic exhibit created by students, staff members, and families that will be on display during our annual Family Picnic in June. We hope the community will join us in the celebration!

Memorial School continues to thrive as a learning community. Dedicated teachers and staff committed to student success, supportive families who care about their children and their school, and students who are enthusiastic about learning all work together to learn and grow with and from one another. We are grateful for the support of the town of Burlington, and look forward to our continued collaboration for the benefit of our community.

Respectfully submitted,

Karen Rickershauser  
Principal

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## PINE GLEN SCHOOL

Learning, in all areas, has been the priority at Pine Glen. While we strive to improve academically we have also focused on growing as individuals. We have maintained our valued traditions while adding new ones, in an effort towards continual renewal and learning.

The dedicated staff at our school has remained consistent. The only new hire in the classroom was Mrs. Laura Prince, as Kindergarten Instructional Assistant. Diana Marcus came to the school, from within the district, to support students in the Learning Center. Also, to cover our expanding population we have welcomed part time teachers in the specialist areas. We are pleased to have the support of Jennifer Agati in Music, and Carol Gianatassio in Physical Education.

As a school wide project, we continued the enhancement of our Scholar's Garden. The ceramic dragon that was created by every student in the school was installed and,

through a community effort, landscaping was completed. On a warm spring day, we held a community event to share in the pride of this accomplishment. Unfortunately, this creation was vandalized over the summer. However, the dragon is being restored and will be reinstalled inside the school.

Outside of the school day, we have continued to offer a range of after school programs, concerts, art shows, Math Nights, and more. Additionally, Pine Glen hosted a Vacation Math Camp that was open to students district-wide, taking place during the February and April vacations. The mission of the camp was to provide additional support for students in their mathematics learning. Also, our ever-supportive PTO maintained our traditions of the Halloween Dance, Pine Glen Carnival, and a wide variety of enrichment opportunities that benefit our children. A favorite of the children was a wooden dragon that was created by an artist with a chainsaw. The dragon, sporting a book and pencil, graces our foyer.

Security has been a focus in all of Burlington's schools. We have established a Crisis Team that works to ensure the safety of all our community members. Additionally, we have worked to establish safe traffic patterns for arrival and dismissal. This was done through a collaborative effort on the part of parents, Burlington Police, and Administration. We thank everyone who worked on this effort.

Returning to school in September, we focused on deepening our citizenship skills. We celebrated Constitution Day by reading the Preamble to the Constitution. We held our annual Heroes assembly. In our classrooms, using the Responsive Classroom model, students and teachers worked together to create proactive guidelines that guide behavior. Additionally, we developed a Pine Glen Code that speaks to our values and expectations that support learning.

We continue to grow as learners at Pine Glen. Staff, parents, and students work together to achieve excellence. Our school is an exciting place for all members of our learning community. If you want to experience the fun in learning, I urge you to drop by.

Respectfully submitted,

T. Jane Graham-Dwyer  
Pine Glen School, Principal

## BURLINGTON SCIENCE CENTER

The Burlington Science Center enjoyed another year of exciting Science! Here are some of the activities conducted this year to make Science Come Alive in Burlington Public School Classrooms:

- A *Rube Goldberg*/Transfer of Energy auditorium program was presented in each elementary school. The program featured a giant complex machine set-up in the gym demonstrating the Transfer of Energy from the Sun via all the Simple Machines.
- A large group program on the Science of Reptiles was presented at all the Elementary buildings. It featured the following live reptiles: American Alligator, 6' Boa Constrictor, 4' Green Iguana and a large Red-footed Tortoise.



- The Science Center continued its goal of providing high-powered Science Education via the following activities: chick hatching, frog hatching, live animal visitors, live animal programs, physical and earth science programs and reservoir/ beaver habitat and tide pool trips.
- Ms. Pavlicek, the Science Center's Natural Science Specialist, received the Environmental Education Award and the Governor's Award from the Environmental Protection Agency. She was recognized for her outstanding work with Burlington Students in the area of Understanding the Importance of Our Water Resources.
- Community support played an important role in the goals of the Science Center. From answering animal related questions, to helping future science teachers,

we continued to assist Burlington residents from young to old.

- The Burlington Education Foundation presented the Science Center with the generous donation of a portable inflatable planetarium, STARLAB. The planetarium will be taken from school to school and used primarily at the elementary level in grades 1 and 5. This represents an exciting addition to the entire Burlington Community!

Respectfully submitted,

John Papadonis

Wendy Pavlicek

Mary Lou McQuinn

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## COMPUTER/MEDIA SERVICES DEPARTMENT

The Computer/Media Services Department continued to support all aspects of computer, print and non print media/library services for the entire district. The use of multimedia for research, curriculum development, and learning continues to expand as resources are made available on line and through the Internet. The use of electronic white boards or Smartboards in math classes at the middle school and the high school make learning more interactive and allows for multiple examples of problems to be analyzed and then stored for use later by students who missed class.

The entire system has benefited from the increased speed of our fiber optic wide area network and increased Internet access speed. Each school has access to a common server where information is stored in folders for faculty and students. Our communication with the community at large continues to expand with our web pages, use of e-mail and our expanded phone system. The use of Connect Ed, an electronic web based phone message service, provides the school district a powerful tool to communicate time sensitive information to all school age families about weather-related school closings and for other special announcements. This service has proved invaluable for sharing information with the school community. It is possible to reach all school homes in a fifteen to twenty minute time span with a success rate of over 98%.

The elementary schools have been provided new computers in their labs and some schools have opted for portable labs to bring more technology into the classrooms. Our ongoing goal for the school district is to provide the right technology for the needs of classroom teachers, specialists and students to use on a day-to-day basis. Our budget has provided for new software and support materials that provide staff with the resources they need to support education with technology. The budget also supports the repairs of both media and computer equipment with minimal down time. Our technical staff provides excellent support for all types of equipment and the maintenance of our network throughout the year.

The acquisition of additional multimedia video projectors and other multimedia equipment continues to provide teaching staff access and use of technology to introduce learning and provide information for entire classrooms at a time. This is part of a multi-year program to provide additional multimedia tools, including large screen monitors, new overhead projectors, and DVD/Video combination playback units for teachers to use to deliver content and support materials to students within the school system.

The high school has begun the process of using Polar heart rate devices to monitor and record the impact of physical education activity on the cardiovascular systems of students. This is an extension of the program begun in the middle school over the past few years.

An upgrade of older equipment with new logic boards and increased memory has extended the life of many of our computers in all the schools. Older equipment is reasigned to less critical use when it is replaced.

Each school has provided special programs to students and community members to provide students and parents resources to expand reading literacy during the school year and during the summer reading program. Special summer camps housed at several schools provided students who attended the programs wonderful reading and writing experiences.

The library/media and computer department staffs extend a heartfelt thank you to the townspeople of Burlington for their support of these vital educational programs and support services.

Respectfully submitted,

Arthur Fallon

Coordinator of Computer/Media Services

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## MUSIC DEPARTMENT

The 2005-year saw some changes in the music program but many things have continued to stay the same. One staffing change occurred. Music Teacher Kerry Gendron of Francis Wyman extended her maternity leave. Lindsey Peabody, a music certified permanent substitute, has continued to work in her absence.

As usual, the year was filled with musical performances at all grade levels. Young performers from the Francis Wyman School presented concerts in March and December under the direction of Jack Butler and Lindsey Peabody. At Pine Glen, Susan Lavoie presented her performances in May and December. At the Memorial School, music teacher Beth Mosier led her students in performances in May and December. At the Fox Hill School, Jeanne Coroniti directed concerts in May and December. Elementary instrumental instructors Lindsey Peabody, Jennifer Agati and Mark Napierkowski directed bands at the elementary performances.

At the Middle School, students were featured in concerts in January and May. In addition, many other MSMS activities occurred such as the Scholars' Brunch, team assemblies, and the annual Vaudeville Show. Jeff Bolduc returned as the director of the Symphonic and Jazz Bands. In addition, he teaches general music, instrumental lessons and works with the high school band. Donna O'Neil continues to direct the Chorus, A Cappella, and the Boy's Chorus as well as teaching General Music Blocks. Jennifer Agati returned to direct the Concert Band, teach general music and instruct instrumental lessons at the Middle School. In addition, she teaches third grade general music at Pine Glen, fifth grade lessons and band at Francis Wyman. In August this past year, we learned that Memorial School would be adding a second grade class. Jen was able to add this into her schedule.

The BHS Band, under the direction of Matthew Lovell, enjoyed a full performance schedule. The year began with a recruitment concert for eighth graders in January. The BHS Concert Band performed at formal evening concerts in March, May and December. The Marching Band, Color Guard and Dance Squad continue to perform at all BHS Football Games at home and away. The Band also participated in the Memorial, Halloween, and Veterans' Day parades, the Salem High School Invitational, assemblies, pep rallies and the June graduation ceremony.

The Music Theory classes produced their ninth annual compact disk "Theory is Life." Theory Students continue to win composition competitions ranked highest in the state.

BHS choral groups, under the direction of John Middleton-Cox, performed in concerts in March, May, October and December. In December, the chorus donned new formal concert attire. The Music Boosters provided funding. In addition, the groups continue to service the community by offering to perform at the Senior Center, for the Historical Society and the Rotary Club. The groups performed at the Great East Festival in Agawam winning gold medals. The annual spring musical JEKYLL & HYDE was a success in many ways. The cast got a chance to shine on stage with a professional orchestra, a professionally designed set, and a state of the art sound system. The show was enhanced by a rented lighting system. The group sold over \$5000 in ads from the community and achieved near record ticket sales. Director Susan LaVoie and Producer/Music Director John Middleton-Cox received the Spotlight On Excellence Award from the School Committee. The Music Boosters organization with parent volunteers helped build the sets and costumes. The Graphic Arts students designed logos for the show. In June, an awards banquet was held to recognize the accomplishments of all music students.

The Music Department is filled with activities that foster the development of the students and the community. It is a highly visible department with many performances featured on local cable television. As always, we wish to thank the community for its continued support of our programs.

Respectfully submitted,

John A. Middleton-Cox  
Music Coordinator

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## ATTENDANCE MONITOR

The function of the Attendance Monitor is the enforcement of the Department of Education regulations pursuant to compulsory school attendance. Children between the ages of 6 and 16 years are required to be enrolled in a public, private, or School Committee approved home-schooled program. Daily attendance is monitored. Telephone contact is made with the home when notification of absence by the parent has not occurred. Habitual tardiness and absen-

teeism result in further intervention by the administration and appropriate action is taken. Parents are encouraged to help their children maintain regular and timely attendance so necessary for the achievement of academic success.

Students between the ages of 14 and 18 years seeking part time employment may obtain employment permits from the Office of Pupil Services. Permits are issued specifically for the work positions stated on the certificate. When a student seeks another position, a new permit must be obtained. It is the responsibility of the Attendance Monitor to maintain records pursuant to student employment. The Department of Labor and Industries publishes a booklet providing information relative to child labor laws affecting student's employment. Copies of these booklets are available to students in the Office of Pupil Services.

Students out of school fourteen days or longer due to medical purposes are provided with home/hospital tutorial services. It is the responsibility of the Attendance Monitor to obtain a Physician's Statement for Temporary Home or Hospital Education filled out and signed by a Physician. This form is kept on file and needs to be updated every six weeks. The Attendance Monitor assigns a tutor to work with the student and oversees the hours of service and length of services provided to each student.

The Attendance Monitor acts as the designated school district Homeless Education Liaison required by the McKinney-Vento Act. This role is to assist homeless students enroll in school and to ensure they receive the educational services for which they are eligible. The liaison is also responsible for maintaining all records and submitting annual data to The Commonwealth of Massachusetts Department of Education.

The Department of Education requests that Spring and Fall Statistical Reports be filed each year. As a result of the changes in both state and federal law, there has been a significant increase in the amount of data that the school department must submit on an annual basis. With the implementation of No Child Left Behind, there will be an even greater increase in federal requirements for information.

Respectfully submitted,

Debra P. Miller  
Attendance Monitor

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## SCHOOL PHYSICIAN

All the regular physicals and the sports physicals for the high school have been completed. The physicals for the middle and elementary schools will take place in the spring.

All the students have been courteous and orderly during these physicals, and I thank them for their patience and cooperation. My thanks go to all the nurses and trainers for organizing and coordinating these student physicals so that this difficult task can go smoothly and efficiently.

My congratulations to the football team and their coaches for another great year of football. Their determination and stamina under pressure and stiff competition were an inspiration to all of us as well as future generations of football players. My appreciation goes to the trainers for their assistance during the home games.

As always, my gratitude goes to the school department for giving me the opportunity to serve as their school physician these past 22 years.

Respectfully submitted,

Gary L. Goldfarb, M.D., F.A.A.P.  
School Physician

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## SCHOOL NURSES

The Burlington School Nurses have continued to meet challenges and maintain their distinct clinical knowledge base for decision making in their school nursing practice. Our school nurses modify, remove health related barriers to learning, teach health promotion, and encourage an optimal level of wellness for their students. Each school employs a full time registered nurse. Each nurse is certified by the Massachusetts Department of Education and upholds the same standards as educators.

The following is a summary of services that were provided during the school year:

- Health room visits by students
- Health room visits by staff
- Emergency assessments, acute injury care, and referrals

- Medication administration
- Individual Health Care Plans and team participation for 504 Plans
- Allergy and asthma planning with interventions
- Training and communication to staff related to health issues, actual and potential
- Participation in Emergency Response Teams
- Emergency Care Plans
- Infectious disease control
- Vaccine surveillance, vaccine compliance and coordination with Burlington Public Health Nurses
- Prevention and health promotion
- Nutritional health
- Mental health, developmental stages, puberty teaching
- Refugee and immigrant health
- Participation in school health physicals
- Communication to families regarding health screenings
- Statistics to Massachusetts Department of Public Health
- School-based alcohol and tobacco prevention education

All children were screened for hearing, vision, height and weight. Students grades 5 through 9 were screened for scoliosis problems. Appropriate referrals were submitted to families' primary care physicians.

The Burlington School Nurses would like to thank the administrative staff and the School Committee for their dedication and support.

Respectfully submitted,

Patricia A. Peach, RN, BSN  
Director of School Nurses

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## BUILDINGS AND GROUNDS

During this past year the Burlington School Department embarked on a major initiative to improve school security. A focus group of school administrators, parents and sup-

port staff developed security protocols and equipment recommendations for implementation of a system-wide school security plan. A warrant article was presented and passed at the May town meeting for the purchase and installation of video and audio access equipment for all schools, along with exterior camera equipment at the High School facility. This additional equipment will help ensure a safe and secure environment for students and staff throughout the Burlington School system. The Burlington School Department also received, through the generous donation of the Raytheon Corporation, two modular buildings. These buildings will be utilized as portable classrooms for the Memorial and Fox Hill Elementary Schools as temporary space to help alleviate overcrowding. These will be set up and utilized for the start of the 2006/2007 school year.

The Burlington School Department buildings continue to see significant improvements through the support of the School Committee, Ways & Means, Capital Budget, Town Meeting Members and numerous Parent Teacher Organizations. The students and staff can continue to look forward to a safe and clean educational environment. The Buildings and Grounds personnel thank those involved for their past and future support in our effort to make the Burlington School Department a showcase for all users.

Respectfully submitted,

Craig Robinson  
Director

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## SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

The Shawsheen Valley Regional Vocational Technical School District is pleased to submit its 2005 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica bordering the towns of Burlington and Wilmington, the school celebrated its 36th anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The elected representatives of the 10-member Regional School Committee that governs the District are: Mark

Trifiro and Donald Drouin from Bedford; Kenneth L. Buffum, Chairman, and Bernard F. Hoar, Secretary, from Billerica; Paul V. Gedick and John P. Miller from Burlington; J. Peter Downing and Patricia W. Meuse, Treasurer, from Tewksbury; and James M. Gillis, Vice Chairman, and Robert G. Peterson, from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

Shawsheen Valley Technical High School (SVTHS) is one of 26 regional vocational technical school districts in Massachusetts. One thousand two hundred and thirty-seven (1,237) high-school students were enrolled in SVTHS's day school programs in October of 2005 and the Adult Evening School program's enrollment exceeded 600.

In June 2005, Shawsheen Tech graduated 273 seniors. By September of 2005, 94 percent of SVTHS graduates were either employed in their area of expertise or pursuing higher education. In addition, three percent entered the military forces, and three percent were employed in other trade areas.

The Shawsheen Tech faculty is an exceptional group of talented academic and vocational-technical educators who are all highly qualified to teach in their respective disciplines and occupational areas. Shawsheen employs 131 full-time teachers as well as 15 paraprofessionals (teacher aides). Of those, there are nine department heads and 18 lead teachers. All SVTHS teachers hold state certification credentials and exhibit the character, health, personality and professional competency worthy of serving the needs of District students.

The New England Association of Schools and Colleges documented the following during a recent evaluation of SVTHS:

- "The Focused Visiting Committee found the school staff at Shawsheen to be very competent, professional and dedicated."
- "There is ample evidence of staff collaboration on school improvement projects ranging from athletics and student activities to curriculum revision and assessment."
- "The school atmosphere is pleasant and cordial. The staff appears happy in their work."
- "The Focused Visit Committee recognizes the genuine enthusiasm of the staff, their commitment to the school improvement process, and their fondness for their school and students."

The NEASC went on to commend Shawsheen Tech teachers for "creating an environment that serves the individual needs of the entire student population," and added:

- "The rapport between the staff and the students is exemplary."
- "There exists a high degree of professionalism at the school in all areas."
- "Anyone from the Shawsheen Tech sending districts would be proud to know such a facility exists in their community."

### Academic Programs

**MCAS Performance:** Shawsheen Valley Technical High School students continue to demonstrate strong academic proficiency as is evidenced by their performance on the state MCAS tests. All 275 students in the Class of 2005 attained State Competency Determination by passing the MCAS English Language Arts and mathematics portions of the test.

Once again, Shawsheen Tech sophomores who fielded the high stakes exam for the first time performed exceptionally well. Ninety-three percent passed in the area of English Language Arts and eighty-nine percent passed in the area of mathematics.

In the Spring of 2005, the collective performance of Shawsheen sophomores on the English Language Arts (ELA) MCAS test once again attracted academic attention and praise. Measured by the Advanced-Proficient index, which represents the number of students who score at or above MCAS' Proficient level, this school's tenth graders outperformed their peers from all other Massachusetts vocational-technical high schools on the ELA test. Sixty-four percent of Shawsheen's sophomores scored within the index range, equaling the state average. Ninety-nine percent of Shawsheen's mainstream population passed the test on their initial attempt.

For the third consecutive year, the Mathematics MCAS passing rate for Shawsheen Valley Technical High School's sophomores exceeded the statewide average, again demonstrating significant and progressive improvement. In the spring of 2005, an impressive fifty-seven percent of Shawsheen Valley Technical High School's sophomores scored within the Advanced-Proficient range in Mathematics, compared to forty-three percent during the preceding year. Measured by the Advanced-Proficient



index, the outstanding Mathematics performance of Shawsheen's sophomores ranked second among all Massachusetts vocational-technical high schools in the Spring of 2005.

This spring, SVTHS will field an MCAS test in Introductory Physics and will continue to prepare students for a test in US History that is expected in 2006.

**Support Services:** During the 2005 school year, Shawsheen Tech made a significant advancement in the process of preparing Individual Educational Plans (IEP's) and communicating individual student's needs to teachers. A web-based software program (Excent) now allows every teacher 24/7 access to student IEP's. Special Education teachers received Excent training in the spring and have since produced 400 IEP's on the new system. Teachers throughout the school now regularly use the new program to review IEP's and become informed about specific learning needs and necessary learning accommodations for students.

SVTHS educators believe that one factor that has contributed to the MCAS success of Special Education students is the extra effort taken to identify and implement appropriate accommodations for students with diagnosed learning disabilities. Another example of Shawsheen Tech's attention to addressing specific student learning issues is the utilization of Kurzweil software. Kurzweil is a voice-activated program that provides special support for students with serious reading and writing needs. Ms. Sheila Fitzpatrick, a teacher in the Support Services Department, has become an expert in the use of Kurzweil. She is currently training other teachers in the use of this learning tool school-wide. Ms. Fitzpatrick also serves as a trainer for the Department of Education for the Alternate Assessment Portfolio. Mrs. Marie Smith, another member of the Support Services Department, serves Shawsheen Tech as an assessment specialist and oversees the preparation of all MCAS performance appeals and alternate assessment portfolios. To date, every MCAS performance appeals submitted on behalf of a Shawsheen Tech student has resulted in the granting of State Competency Determination.

**New Staff:** As SVTHS continues to be impacted by the retirement of veteran staff, the school has had the opportunity of adding new talent. Shawsheen Tech began early in the school year to plan recruitment activities. An eye-catching brochure entitled, *Teach at Shawsheen Tech*, was designed and printed at the school and distributed to area colleges.

SVTHS staff was actively involved in the planning of the first annual Merrimack Valley Recruitment Fair, which was held at the Lowell Auditorium on March 3, 2005. Members of the faculty circulated within the large crowd at the event distributing the Shawsheen Tech recruitment brochure and speaking personally with potential hires. Shawsheen's participation in the Merrimack Valley Recruitment Fair, as well as the posting of vacancies on Monster.com, resulted in the hiring of most new teachers well before the end of the school year. Shawsheen Tech students are now benefiting from the talents of ten new academic teachers. The new teachers are: Angel Hardy and Anda Lucia in Science; Mary Brooks, Robert McWilliams, Victoria Richardson and Jenna Volpe in Mathematics; David Marone in Social Studies; Frederick Clark and Timothy Woodward in English and Jason Tildsley in Health/Physical Education. Beth Evans from Wilmington has also been a wonderful addition to the faculty as an Aide in the Support Services Department. Attorney Mary Colburn-O'Neill has been promoted to the Department Chair of the Mathematics Department and James DeLuca has assumed responsibilities as Department Chair for the Science Department as well as the Physical Education Department.

### Students Clubs and Activities

**SVTHS Video:** Students and staff collaborated to produce a new informational video used during visits to District middle schools. Teams of students and staff conduct these "Road Shows" to present information on Shawsheen Tech to students who are considering applying to the school. Staff member Joanne Wicks, who also serves on the Board of Directors of Billerica Access Television, is working to post the new "Road Show" video on BATV for community viewing.

**Web Club:** 2005 saw the creation of a new school web site as a result of extensive effort and the talents of students from the Computer Science and Internet Technology Shop. In addition to the new school web site, Web Club members created an extensive new website for the Billerica Chamber of Commerce and began work on a new web site for the Town of Billerica. The Web Club also participated in the development of the new school "Road Show" video.

**Sargent Camp:** In an effort to expand civic engagement and integrate Character Education into the educational program, 25 students were selected by the staff to participate in a two-day overnight program at the Sargent Camp

Leadership facility in Hancock, New Hampshire, in the fall of 2005. Five teachers accompanied the students and participated with them in a series of personally challenging activities. Objectives of the experience were to build group cooperation and basic leadership skills. All involved returned with expanded personal confidence as well as improved interpersonal and intrapersonal skills.

**Gay/Straight Alliance:** Shawsheen Tech joined other schools in the Shawsheen Valley School District and started its own Gay/Straight Alliance. Although Shawsheen Tech has been spared anti-gay incidents, it was the feeling of students that a GSA at the school would help to assure that the school environment remains safe for all students. The Gay/Straight Alliance meets regularly at the school and provides a forum for students to educate each other and their school community about issues relating to sexual orientation.

**Student Council:** Directing attention to those less fortunate continues to be the focus of Student Council activity. An enthusiastic effort to collect funds and donations for the victims of Hurricane Katrina was a school-wide activity. The annual Food Drive and Turkey Bowl generated money for the Billerica Food Pantry. The recycling program is now a school commitment that is well established. Collection of recyclable items has expanded considerably and now includes printer cartridges and cell phones as well as paper products. A holiday party for children and parents from Lowell Shelters—House of Hope, Milly's Place and Merrimack House—is an annual highlight of the holiday season. Students and staff work together to share with the city children the special magic of the season.

**Newspaper:** From writing to photography and layout, Shawsheen Tech students have demonstrated considerable academic and vocational talents in 2005 by producing four editions of the school newspaper, *The Rampage*. Articles are generated via English classes while Commercial Art and Design Students produce photographs before Graphic Arts students design, layout and print a quality product.

**Literary Magazine:** The Shawsheen Tech Literary magazine, *Ramblings*, was published at the end of the school year and highlighted the visual art and creative writing talents of Shawsheen Tech students as well as staff members. Selections included illustrations, photography, short stories, poems and essays.

**All Night Graduation Party:** A culminating highlight to the school year is the highly successful All Night Graduation party that is held on the evening of graduation. The Shawsheen Tech Parent Activity Council created the event and is instrumental in its planning (along with Class Advisors) and funding. This fun and safe activity for the graduating class was truly a memorable concluding activity for the Class of 2005.

**Alumni:** During 2005, the classes of 1975, 1985 and 1995 held class reunions. The website *Classmates.com* was utilized to locate alumni. Shawsheen Tech's new website also has a link for alumni activities. The alumni link will include a bulletin board to reach alumni for available job opportunities and a message board to help locate and communicate with former classmates from Shawsheen Tech.

## Athletics

For the fourth consecutive year and fifth time in nine years, the Athletic program was honored as the recipient of the prestigious Walter Markham Award, presented annually by the *Boston Globe* in recognition of the most successful vocational school athletic program in the Commonwealth of Massachusetts.

More than 392 students participated in interscholastic athletics, capturing the Commonwealth Athletic Conference championships in football cheerleading, girls' soccer, basketball cheerleading, spring track and co-championships in football and hockey. SVTHS state tournament qualifiers included boys' soccer, girls' soccer, boys' basketball, girls' basketball, hockey, lacrosse, and baseball. The football team played in the State Vocational (Large) Championship game while the Spring of 2005 included the creation of the Shawsheen Rams girls' lacrosse program.

In addition, dozens of SVTHS student athletes received league all-star recognition in various sports.

## Building and Grounds

The Building and Grounds Department completed many projects during 2005. In addition to the Bakery floor refinished with an epoxy colored quartz-flooring system, a new ceiling was installed in the Bakery, 500 student lockers were (electrostatic) painted, a new ceiling was installed throughout the boys' locker room, nine heating, ventilating, air-conditioning units were installed in 100-area classrooms, 1,000 square feet of (Nora) rubber flooring and

4,000 square feet of (vct) vinyl floor tile were installed in hallways around the building. 20 Americans with Disability Act (ADA) approved lever handle lock sets were installed throughout the building and extensive renovation to the Graphic Arts plate room was completed.

Many repairs and modifications to the building were made during the summer, especially during a planned one-week facility closure in August. Work crews, including a group of inmates from the Billerica House of Correction who painted the cafeteria and some hallway walls, maintained a rigorously coordinated schedule.

### Community Services

**Adult Evening School:** The Adult Evening School continued to offer a wide variety of opportunities to adults interested in expanding their vocational and technical knowledge and skills. More than thirty courses were offered during both the fall and spring semesters. The enrollment in these courses exceeded 600 adult learners during the past year. Course offerings included a variety of traditional vocational programs such as welding, electrical, woodworking and collision repair as well as technical programs in Adobe Photoshop, web design, computer repair and computer applications. Residents interested in taking these and other types of practical courses are encouraged to contact Mr. Raymond Callahan, Adult Education Coordinator, at (978) 671-3679 for information and/or a brochure.

**School of Practical Nursing:** During June commencement exercises, the School of Practical Nursing graduated its eleventh class, comprising 36 Licensed Practical Nurses (LPN). Since its inception in September of 1994, a total of 393 students have successfully graduated from this program and have gone on to rewarding careers as Licensed Practical Nurses. This intense ten-month program offers qualified adults a combination of evening coursework and clinical externship experiences that prepare aspiring healthcare professionals for the state LPN exam. The significance and benefit of this valuable program to the community is magnified by the extreme shortages of qualified healthcare professionals that exist both locally and nationally. Residents interested in applying to the LPN program are urged to contact the Director of the School of Practical Nursing, Ms. Patricia Noonan, at (978) 671-3646.

**Middle School Career Awareness:** Over 400 middle-school students from the District's seventh and eighth grades participated in after-school career awareness activi-

ties during the winter of 2004-05. Students spent five hours exploring six of twelve different career paths - options aligned with the manufacturing, transportation, services, information technology and construction industries. Mr. Richard Lavoie coordinates this program in conjunction with a guidance counselor from each of the middle schools located within the district. He can be reached at (978) 667-2111, Extension 594 for registration materials or general information. The program is free of charge and is available to District middle-school students. Busing is provided by SVTHS.

**Tech Prep:** SVTHS is very proud of the articulation agreements that it has developed with nine local colleges. Through the nationally recognized Tech Prep program, these agreements provide qualified SVTHS students the opportunity to receive college credit for coursework completed prior to high-school graduation. Students receive post-secondary credit when they matriculate into a degree program at one of the nine institutions. These Tech Prep articulation agreements serve to further develop career paths for our graduates, maximize their interest in obtaining advanced degrees in their vocational-technical areas and assure that students are engaged in a post-secondary educational career path that is both relevant and rewarding. Ongoing negotiations with several union and open-shop apprenticeship programs focus on articulated advanced-placement for qualified students who choose to enter apprentice programs upon graduation.

**Summer School:** SVTHS enrolled 136 students from ten surrounding school systems in twenty-six courses during the summer of 2005. Courses were offered in English 7, 8, 9, 10, 11, 12, and Remedial Reading; Mathematics 7, 8, 9, and 10; Pre-Algebra; Algebra 1; Algebra 2; Geometry; U.S. History; Civics; World History/World Civilization/World Cultures; Middle School Social Studies; Lab Physical Science; Lab Biology; Earth Science; Health; and Physical Education. Many courses were team taught, requiring students to complete integrated research tasks in a state-of-the-art PC lab. Remedial Reading instruction was offered by certified Consulting Teachers of Reading using traditional and technologically-assisted instruction. Individual and small-group pull-out tutoring was available for students whose Educational Plans stipulated these services. Individuals seeking summer school information should contact Dr. Robert Kanellas, the Summer School Coordinator, at 978-671-3631.

**Swim Programs:** SVTHS offered several high-quality swim programs on a year-round basis during 2005 in its Olympic-sized swimming pool. Youth swim lessons, water aerobics, and family swim programs were available on a regularly scheduled basis during the winter, spring, summer and fall seasons. In addition, the Shawsheen pool acts as the home site for interscholastic high school swim teams from the Billerica, Bedford and Burlington public schools. During the summer months, local organizations and recreation departments from Wilmington, Tewksbury and Burlington schedule pool hours as part of their respective summer recreational programs. Individuals seeking swim program information should contact Mr. Anthony Fiore, Aquatic Director, at 978-671-3699.

## Computer Services

**Student Information System:** The Computer Services staff completed the 2005 Academic School Year using the iPASS student information system meeting all Department of Education and District reporting requirements. Changes were implemented in iPASS to meet the Department of Education's new end of year requirements for reporting on 52 data elements instead of the previous (35). During the summer, all academic student scheduling as well as ninth grade exploratory scheduling was completed. The customized "welcome back to school" letter to parents was also generated by the iPASS system. In the fall, progress reports and first quarter report cards were produced. For the first time, customized "Failure" letters to parents were also generated by the iPASS system. Since this is the first senior class that the iPASS system has tracked for four years, college transcripts were produced without any manual changes. Work continues on the Certificate of Occupational Proficiency Report that allows vocational teachers to provide each student with a detailed account of the student's competencies in their shop area. Use of the iPASS Parent Access Manager has increased from 25% to 53% of the parents. The Parent Access Manager allows parents to be able to view up-to-date information on their children in the areas of attendance, grades, schedules and discipline information. Finally, Excent - a new web-based online system that handles Individualized Education Plans for the Support Services Department - was introduced at the end of the 2005 school year. Support Services teachers can access this secure system at school or at home in creating their education plans. In addition, all academic and vocational teachers have read-only access to the student's education plan.

**Computer Network:** In early spring, the Shawsheen network firewall was updated with an Intrusion Prevention and Gateway Anti-Virus service, an anti-spyware service and an Instant Messenger and Peer-2-Peer Management & Prevention Service. During the summer a new enhanced electronic message board was installed in the school cafeteria. This message board connects to the school network and communicates daily school activities to the students. Also during the summer, the school's network was upgraded. First, the core network switch was replaced with an HP 5308 core switch and three new VLAN's were created to improve network traffic. The HP 5308 provides greater bandwidth and reliability for the school network. Second, the network staff also installed a ProCurve Manager Plus server to provide better network management and monitoring. Finally, the remaining perimeter switches throughout the building were replaced with new HP switches. These older perimeter switches had been causing network problems over the last two years. The network staff also installed a network printer in the Construction Cluster part of the building to provide teachers in that area with print capability. One of the Business Technology labs was updated with new flat panel monitors and Dell GX280 computers from funding received from a Perkins grant. The network staff also helped the Graphic Arts and Technical Illustration departments setup Mac OSX servers for managing the Mac computers in these departments. The network staff installed a new print and file server for the drafting department and provided them with Internet access. A small imaging server was also installed in Computer Services to provide the capability to re-image computer labs over the network rather than manually. A new computer was also installed in the library to act as the server for the Winnebago electronic library circulation system. During the fall, a four-year computer technology replacement plan was developed and approved by the school's Technology Committee.

**Computer Application Upgrades:** The computer staff upgraded the Kurzweil text-to-speech software system to version 9 and added additional licenses for student use by the Special Needs department. The computer staff also upgraded the Plato Math and English software to version 4.2 and added more licenses for student use in the Math and SPED departments. The Master Cam software system was installed for the Machine Technology department to enhance student training. The computer staff installed a site license for the Grade Machine software to allow teach-

ers to track quizzes, homework, tests, class grades, etc., and then automatically calculate a student's final grade for the marking period.

## Guidance

**Admissions:** Applications for the freshman class entering in September 2005 held at the same level as the previous two years. The Guidance Department received approximately 600 applications and enrolled 325 freshmen for the class of 2009.

**College and Career Planning Night:** This year's College and Career Planning Night attracted a record number of junior and senior students and their parents. Well over 500 people attended this popular event. The evening also recorded its highest number of colleges participating—forty colleges and career schools sent representatives—as did all branches of the armed forces. Representatives from the industrial community included a mix of traditional trade areas as well as a significant number of technical areas.

**Financial Aid Night:** In January, the Guidance Department partnered with the Massachusetts Educational Financing Authority (MEFA) in presenting comprehensive workshops to assist students and parents in understanding the financial aid process. A representative from MEFA gave an in-depth presentation on how to complete the Free Application for Federal Student Aid (FAFSA) form.

**Co-Operative Education Program:** Forty-one percent of the Class of 2005 participated in the Cooperative Education program. With the assistance of local industry, seniors have the opportunity to work in their field of study during senior year. Many positions lead to permanent job placement upon graduation. Participating employers have been helpful in assisting Shawsheen in the implementation of a state initiative to expand the evaluation process of students enrolled in the Cooperative Education program. This new evaluation process is designed to address the student's academic, technical and employability skills. The evolution process enhances the cooperative education experience of eligible students by identifying and implementing the skills requisite in evolving employment markets.

**Scholarships and Awards:** One hundred sixty-two (162) Shawsheen graduates received approximately \$70,000 in scholarships from local community organizations and Shawsheen affiliates. In addition, graduates received

numerous awards from colleges, career schools, and the state-sponsored scholarship programs designed to recognize academic excellence. The industrial community was once again generous in its support of graduates through the donation of tool and equipment awards.

## School Council

The School Council consists of three parents—two community members, two students (one voting and one non-voting), and two Shawsheen teachers. Several individual members of the School Council have served in this capacity for a number of years contributing their time and energies to this important agency of school governance. Assistant Superintendent-Director/Principal Robert E. Cunningham and parent Ms. Nancy Higgins are the co-chairs, and student Kimberly Haley is the secretary. Other members are: James Byrnes, academic teacher; Margaret Costello, vocational teacher; Krystina O'Brien, community member; Bob Lazott, community member; Susan Peschel, parent; Cosmo Ciccariello, parent; and Amanda Barne, student.

The School Council reviewed the school budget and school improvement plans while approving changes to the *Student Handbook* including modifications to the dress code defining in greater detail appropriate and safe attire within the contextual setting of the school community.

## Technical Programs

**Automotive Technology:** The Automotive Technology program continues to meet all National Automotive Technical Education Foundation (NATEF) required standards with regard to curriculum, equipment, tools and teacher certifications. As a result of meeting these standards, the instructors are confident the program will receive its recertification this year. NATEF evaluators are scheduled to do a site inspection of the facility early Spring 2006. All instructors in the program are Automotive Service Excellence (ASE) certified expert technicians and are committed to keeping their knowledge and skills current. This commitment means that students are being prepared to meet the standards of a constantly changing industry.

With the retirement of Mr. Peter Back in June of 2005, the Automotive Technology program was fortunate to obtain the services of Mr. John Paul Borriello, a graduate of the Automotive program at Greater Lowell Tech and Massachusetts Bay Community College. He also attended Fitchburg State College where he earned a Bachelor's

degree in Education. As the program's related teacher, he has made adaptations to the curriculum, which reflects his recent experience as a master technician. Under Mr. Borriello's direction, the students will continue to utilize the Automotive Information System program at their own desk computer. Automotive Information System is an unlimited curriculum and resource for safe auto repair instruction, technical information and the latest updates on specific jobs. The program also allows teachers to obtain lesson plans for job specific repairs and data repair for every car used for demonstration or service.

In touring the related classroom, one finds many engine mock-ups, parts displays, posters and even a full size break away car, all utilized during formal related instruction. The teacher's opportunity to make visual connections during instruction has kept students interested and improved their understanding of automotive theory.

The Automotive Technology program continues to respond to vehicle-repair requests from District towns, including many requests from elderly citizens. The students also maintain all the school-owned vehicles, which are used for outside construction programs and nursing externships. These experiences provide the student with live work that would not otherwise be available.

For the second year, Automotive Technology seniors received ten hours of OSHA general-industry safety training and received 10-hour cards to document their participation enhancing the seniors' employment and earning potential.

The Automotive Technology program is experiencing a stellar year regarding job opportunities for their students with nearly 70% of the students participating in the Cooperative Education program. Much of this success can be attributed to the changes in the curriculum over the last couple of years and increased student work ethic.

**Auto Body:** The Auto Body program is also in the process of updating curriculum and equipment in preparation for its National Automotive Technician Education Foundation's (NATEF) re-certification visit this year. In the past, the program has met all the required standards for equipment, curriculum and teachers' certifications. Meeting NATEF's strenuous standards is an important goal for second year instructor, Mr. Roland Tremblay, and veteran instructor, Mr. Floyd Newbegin. Having applied their many years of experience and knowledge in working with NATEF, they are certain that the program will receive its

recertification. The National Automotive Technician Education Foundation's (NATEF) single mission is to improve the quality automotive service and repair.

Mr. Tremblay has also been working with the Department of Education to develop and implement a new respirator safety program, as required by the Department of Education. The new program will include guidelines that ensure students are properly fitted and understand proper use and cleaning of the respirator.

The students in Auto Body utilize the transportation computer lab to access the NATEF curriculum on the Internet providing for a wide range of curriculum activities. This curriculum keeps them up-to-date with the latest automotive technology. In addition, the computer lab allows all students to access an online safety program which, when completed, provides them with a safety certificate. This safety credential is recognized throughout the industry.

Along with their Automotive peers, senior Auto Body students received ten hours of OSHA general-industry safety training and received 10-hour cards to document their participation. Similar, again, to their Automotive peers, Auto Body students continue to respond to vehicle repair requests from District towns, including many requests from elderly citizens, and they maintain school-owned vehicles.

**Business Information Services:** The Business program started the new school year with Ms. Mary Jean Matarazzo taking over the accounting aspect of the curriculum due to the retirement of 30-year veteran Mr. Paul Smith. Ms. Matarazzo comes to Shawsheen Tech with previous teaching experience from Watertown High School.

For the second consecutive year, all sophomore students at the completion of the IC3 Basic course will receive an Internet and computing core certification, which recognizes their understanding of computer functions as well as their ability to make minor PC repairs. Students are also receiving certifications in Microsoft applications, which include Word, Excel, Access and Power Point—fundamental and important skills possessed by competent workers in the current business environment.

Last Spring, the Business students competed in their first Business Professionals of America State competition held at the Sheraton Framingham Hotel. The students won medals in hands-on contests in Management, Marketing, Human Resources, and Financial Services. The Business

Professionals of America Organization exists to promote business opportunities and competitions for business students in high school.

The students have had the chance to hear and attend seminars from guest speakers, many businesses, and colleges. The seminars included a presentation from Amanda Lobdell of Gibbs College called "Living on Your Own."

The marketing curriculum has been expanded again this year to increase students' opportunities upon graduation. Competencies are developed through the operation of the school's store and handling the compilation, collection and distribution of the morning food break orders for the entire school.

**Carpentry:** The Carpentry department, along with all the construction trades, will complete the construction of a 3,000 sq. ft. colonial house this December. The house is being built for a Wilmington resident who placed her name in the school's house lottery last spring. The house-building program provides students the opportunity to develop skills in framing, exterior finish, roofing and interior finish. This outside project not only provides students with valuable live work in which to develop knowledge and skills but also helps instill strong work ethics and a commitment to a customer. With the retirement of Mr. Ted Reddy and the hiring of Mr. Richard Woodlock, this year the Carpentry department continues to support District projects that have included the Tewksbury Livingston Field Pavilion, the completion of the Wilmington West School House, the construction of a pavilion at the Tewksbury Playground, the renovation of the Bedford Bath House, the construction of the Billerica Police Trophy cabinet, and the construction of the Wilmington Fire Station Weight Room.

The Carpentry students were also responsible for the completion of many projects around the school building including the Graphic Arts facility renovation and the storage garage project. These projects provide valuable work experience for the students, and they result in tremendous savings to District towns and organizations.

As has been the case the last five years, all seniors again received a 10-hour OSHA card in construction safety.

Through the capital budget process, the program was able to purchase new ladders and staging equipment for the shop and outside program.

**Commercial Art and Design:** Mrs. Wendy Siegal-Botti was hired to replace Mr. Josh Hull, who resigned at the end of the last school year. Mrs. Siegal-Botti graduated from Massachusetts School of Art with a degree in Graphic Design and Illustration. Over the last few years she has worked for Verizon designing web layouts and completing marketing projects.

Because there is a need for more space, the Commercial Art and Design program will be taking over the Drafting space at the end of the school year. The additional space will allow the instructors to expand the curriculum to include more freehand and creative projects.

The Advisory Committee recommended that two pieces of software, Dreamweaver and Flash, be purchased in order to add web design, animation, and game design to the curriculum.

Meeting the requests and needs of the sending towns and school involves the students in live work—tasks usually accompanied by demanding timelines and rigorous quality standards. Commercial Art and Design students participated in the design and layout of the SVTHS View Book, design and layout of the poster for the library, design and layout of school and golf tournament signage, and assisted in the Billerica Veterans Organization Project.

**Computer Aided Design and Drafting:** Computer Aided Design and Drafting instructor, Mr. Andy Botticelli, is working with his students to design a new shop. The program is scheduled to relocate in the old Automotive Technology related room next summer. The new space will better accommodate the program's need for curriculum changes. The location will also allow for better collaboration with programs that utilize Computer Aided Design and Drafting's services and equipment.

The Computer Aided Design and Drafting program is only one of four schools in the Commonwealth to have its program recertified by the American Drafting and Design Association (ADDA.). This was made possible by the commitment and hard work of the instructors, who maintained up-to-date trade standards in a rapidly evolving industry. Computer Aided Design and Drafting instructor, Andy Botticelli, chairs the Massachusetts Curriculum Committee for the organization and provides support to other vocational schools in the Commonwealth who have applied for certification. Many senior students received ADDA certification last year.

Software programs on which Computer Aided Design and Drafting students are developing skills include AutoCAD, Solid Modeling, Pro -E, and G.I.S Terrain Modeling. A new program introduced to the students this year was Chief Architect - a powerful architectural program used by many companies in industry.

Although the students adhere to a strict and vigorous curriculum, they still have the chance to gain real project experience by providing renovation designs and construction drawings for the Masonry addition, the school store, the nurse's office, and Billerica Police Department.

The efforts of the Computer Aided Design and Drafting instructors has resulted in the most technologically advanced drafting program in the state but—more importantly—in outstanding employment and post secondary opportunities for Drafting students upon graduation.

**Computer Science and Internet Technology:** The Computer Science and Internet Technology program is the other program that received a State grant to pilot the Certificate of Occupational Proficiency assessment exam. The SVTHS students took the NOCTI pretest in November and will take the post written and performance exam in June. The instructors in the program have already developed new curriculum to align with the NOCTI test and the Vocational Technical Educational Curriculum Frameworks.

At the start of the year, the Computer Science and Internet Technology students were busy installing the network wiring for the new Graphic Arts prepress lab. Other student projects included the development of a new web-site for the Billerica Chamber of Commerce and the development of a 13-minute promotional video for SVTHS.

The Computer Science and Internet Technology program received another donation of computers from industry this year to use in the computer repair component of the program—saving the school a substantial amount of capital budget money. These computers provided the students with resources for developing the skills and knowledge required of the industry's A+ exam. As a result, many Internet students passed the software and hardware portion of the A+ exam in December and received their certification. In addition, the entire class of 2007 passed the IC3 exam to earn certification.

In order to strengthen the hands-on work experience for the students, the Internet program has initiated a computer repair service for the staff and school programs.

In the computer programming and web design component of the program, students continue to maintain the school's web site (<http://www.shawsheen.tec.ma.us>). Internet students have also been working with the Massachusetts National Guard to improve its web site.

**Cosmetology:** The Cosmetology program continued its community service program in which teachers accompany sophomore and senior students to District nursing homes, senior centers and assisted-living facilities. Cosmetology students have visited and provided services at senior centers in Tewksbury, Bedford, Wilmington, Billerica and Burlington. In addition, students continue to service the elderly on Elderly Citizens Day by providing beauty makeovers and a lunch in the dining room. These types of programs provide students with real live work and, at the same time, instill compassion for the elderly. Many local citizens also take advantage of cosmetology services at the school on a regular basis.

Instructors Ms. Camille Lloyd and Ms. Theresa Cawley completed and implemented a comprehensive safety curriculum this year. The curriculum requires all students to pass a written performance exam before using any equipment and before working on any clients. The junior students also completed an online ten-hour OSHA safety program and received a ten-hour safety credential.

In order to help students learn more about work opportunities and employer expectations, guest speakers were invited to the shop to give presentations. They included Paul Mammola Hair Salon, Julianne Nelson of New Image Salon, Debbie's Touch of Elegance, Norman Richard of Anthony's Hair Salon, and Tony DeFria of Sukesha Hair Products.

The instructors proudly announce that, as a result of their ongoing commitment to industry-aligned curriculum standards, all of last year's graduates received state cosmetology licenses.

**Culinary Arts:** The Culinary Arts department received its accreditation by the American Culinary Association (ACF) after completing a two-year process of updating curriculum and equipment to meet ACF standards. The evaluators of the Federation stated they were impressed with the Shawsheen Tech program and its curriculum documentation. Students now have the opportunity to take the ACF exam and receive their ACF credentials.

Because of a new safety curriculum implemented this year, many of the Culinary Arts students have gained knowl-



edge and skills that prepared them to take the Serve Safe certification exam, which many have received. Many food establishments require this credential as a condition of employment today.

The operation of the guest dining room continues to be a valuable component of the Culinary Arts program. The dining room allows the public to have an enchanting Culinary experience four days a week for a very reasonable cost. The Culinary department recently planned, prepared and served 250 meals to advisory-committee members during their annual meeting. In addition, Culinary Arts students prepared meals for four citizenship awards banquets.

Another key component of the Culinary Arts program is the bakery. In the bakery program, the students learn to bake creative breads and pastry, and they operate an on-site retail bakery, which is open to the public four days a week. The bakery also supplies many items to the Culinary Arts program for the students' break service.

**Diesel Mechanics:** The Diesel Mechanics program is certified by the National Automotive Technical Education Foundation (NATEF), with the instructors' meeting Automotive Service Excellence (ASE) certifications in all areas of instruction. John Havens, a SVTHS Diesel Mechanics instructor, is also an evaluation team leader for the organization, which allows him to stay current with all regulation changes each year. In addition to NATEF, the program maintains national certifications in Mechanical Repair Pollution Prevention and an online safety program called SP2.

For the second year in a row, the senior Diesel Mechanics students received 10 hours of training in OSHA General Industry Safety last September and received a 10-hour card.

Some of the work projects students have accomplished this year include a complete overhaul of a pick-up truck donated to SVTHS, design and construction of two dump trucks, complete overhaul of a grader and loader, and track repairs of an excavator.

**Electrical:** The Electrical program continues to be a high demand shop accepting 25 students out of 50 that requested the program.

The students in the Electrical program adhere to a strict sophomore curriculum that prepares them for outside projects as upper classmen. Through the outside program, they

gain a wide range of competencies in residential and industrial wiring as well as developing strong work ethics. They obtained skills and knowledge in the industrial aspect of the field this past year by completing the wiring for the new heating and air conditioning system installed in many of the classrooms. Other school projects included the rewiring of the new Graphic Arts shop, wiring of Automotive's new lifts, wiring Machine Technology's new Computer Numerical Control (CNC) machines, and the wiring of a new welder in Metal Fabrication. The students develop maintenance and trouble-shooting skills by providing ongoing support for the school's Maintenance staff. The outside community projects in which the Electrical students have been involved include Bedford bathhouse renovation, the West School in Wilmington, the house-building project in Wilmington and the fire department weight room in Wilmington. The experience the students obtain doing the rough and finish wiring at the house-building project prepares them for residential employment upon graduation.

As has been the case the last five years, all seniors again received a 10-hour OSHA card in safety.

**Electronics:** Due to changes in the freshman curriculum and the commitment of the instructors, interest in the program increased with 18 students enrolling in the program at the end of last year. Through capital budget funding, the Electronics program was able to complete the final phase of their Lab-Volt and NIDA computer based instructional equipment purchases. To fully exploit the instructional technology, the Electronics faculty developed new curriculum, which exposes the students to a much broader and more rigorous range of projects. In addition, the curriculum was revised to include computer repair at the sophomore level, which resulted in eight students' receiving A+ certification last year.

Shawsheen Tech's Electronics students also competed in the Boston University design competition for the first time in 2005.

**Graphics Arts:** The Graphic Arts program received its national accreditation this year from the Graphic Arts Education and Research Foundation. The on-site evaluation that took place last spring verified that the program was meeting high standards of instruction in all areas of printing and prepress. In order to meet these rigorous standards, instructors in the program spent the last two years working with their advisory members to up-to-date curriculum and evaluate and purchase state of the art equipment.

At the start of this school year, students were welcomed with a new prepress lab. In order to implement a rigorous curriculum and technological changes in the Graphic Arts program, new equipment was purchased and the old photo lab was converted into a state-of-the-art digital lab. The renovation project initially started last May with the students in Masonry, Electrical, Plumbing, Carpentry and HVAC doing all the preliminary construction. Staff members in the construction shops completed the final phase of the project in the summer. The old film process of making printing plates is now being done on a computer and sent directly to a computerized plate maker. Many changes in the curriculum were made to adapt to the new technology. These changes will better prepare students to obtain high paying jobs in the industry.

The students in the Graphic Arts program develop valuable competencies by completing various printing projects for the school and district towns. The students also oversee the copying center, where teachers and administrators request or execute copies of materials like informational handouts and instructional worksheets.

**Health Services and Technology:** With the addition of new instructor Ms. Patricia Micalizzi, the new school year promises to be exciting and interesting for the Health Services and Technology students. Mrs. Micalizzi has worked as a nurse in the Billerica school system for the last several years. She has also worked at Mount Auburn Hospital, Saint Elizabeth's Hospital and Lahey Clinic. Mrs. Micalizzi received a Bachelor's degree in Nursing from Fitchburg State College and will receive her Master of Science degree from Regis College this coming May.

The Health Services and Technology seniors, all of whom are participating in the externship program, secured placement at a medical facility or nursing home during the first week of school. The externship program provides work experience under real conditions—training that is not possible in a school setting. Many of this year's seniors have been placed in the Cooperative Education program as Certified Nursing Assistants, Medical Assistants, and Child Care Aides. The current placement rates of seniors in both the externship and Cooperative Education programs strongly suggest that the Health Services and Technology curriculum effectively targets competencies required in the current employment market.

During the past summer, staff members renovated the Health Services and Technology related room installing

floor tile, painting the walls and replacing cabinet doors. The completion of the related room marked the last phase of updating all the program's educational space. As a result of these renovations, the purchase of new lab equipment, and specific curriculum revision and updating, the program met all standards of and was therefore endorsed by the National Health Association (NHA.) The NHA granted clinical and administration certifications. As a result of targeted curricular changes and the increase of professional staff, the American Heart Association currently offers students the opportunity to earn a certificate in CPR and First Aid

In September, the instructors and students organized and ran a blood drive to benefit Saints Memorial Medical Center. The drive was very successful with 75 units of blood collected.

The Health Services and Technology program also earned a State educational grant making it one of two programs at SVTHS (Computer Science and Internet Technology the other) to pilot the Certificate of Occupational Proficiency assessment exam. The students have already taken the National Occupational Competency Testing Institute (NOCTI) pretest in November and will take the post written and performance exam in June. In addition to assessment funds, the grant provides funding for curriculum development and performance analyzes. Because the instructors have made this commitment to this initiative, SVTHS students are more likely to succeed when the Certificate of Proficiency becomes a reality in 2010.

The Licensed Practical Nursing (LPN) program currently has 30 full-time evening students working at Tewksbury Hospital, Lowell General Hospital, and New England Pediatrics. The LPN students begin their studies in August each year and graduate the following June. Of the 35 members of last year's graduating class, 34 passed their state board examination and received their LPN certification.

**Heating Ventilation, Air Conditioning and Refrigeration (HVAC-R):** The transition of a new instructor, Mr. Adam Nigro, to the HVAC-R program has been a positive experience for the students. Mr. Nigro is an experienced instructor with an Associate's degree in heating, ventilation and air conditioning technology. He assumed the responsibilities of Mr. David Norkiewicz who assumed the position of the Construction Cluster Department Chair. The program is able to keep its facility equipped with the latest equipment through capital budget purchases and donations. Training students on the state-of-the-art equipment is critical to

prepare students for the expectations of prospective employers. Many of these donations were obtained from local businesses and advisory members who have supported the program for years. Items donated this year include a high efficiency boiler, air conditioning condensing unit, and several roof top units.

An important training component of the HVAC-R program is the real community work requested by District communities. Projects this year included the installation of two central air conditioning systems, a central humidification system and a start-up oil fired boiler for the Wilmington house project. In addition, students participated in major school projects, providing maintenance and troubleshooting services that assist SVTHS's Building and Grounds efforts and provide substantial cost savings to the District.

The HVAC-R instructors are in the second step of a three-year certification process with Partnership for Air Conditioning, Heating and Refrigeration Accreditation (PAHRA). When completed, SVTHS's HVAC-R program will be the first program of its kind in the state to obtain this national and prestigious certification.

**Machine Technology:** The Machine Technology program is certified by the National Institute for Metalworking Skills (NIMS). The program is in the process of preparing for recertification to continue to meet all NIMS standards for curriculum, equipment, and staff credentialing. Maintaining this certification is contingent upon students' earning credentials—which requires a minimum of 25% of them to pass the Level I exam and 50% to pass the Level II exam. Because of the quality of the Machine Technology program and the qualifications of the program's faculty, NIMS has recruited Shawsheen instructors to become part of their evaluation team for other schools throughout the state. For the second time last June, graduates qualified to take the NIMS certification exam. Eighty percent of the graduates took the exam and received the desired credentials.

The Machine Technology program recently signed a Tech Prep agreement with Central Maine Community College allowing SVTHS's Tech Prep students to receive college credit for work completed in the Machine Technology program here at Shawsheen Tech.

The Machine Shops CNC software has been installed in one of the schools computer labs, facilitating instruction and learning.

Machine Technology students have completed several projects to gain work experience on facility-based tasks and to support the needs of other programs throughout the school. Toward these ends, Machine Technology students have made carpentry table saw parts, Business Technology chair parts, Diesel valve stem adapters and other manufactured parts, golf tournament gifts, and Graphic Arts staple machine parts.

**Masonry:** The Masonry students completed the block work on the new storage garage and are starting to brick veneer the exterior. They will match the architectural design of the field house using similar brick, quoin corners and workmanship that compares favorably to any in the trade. In addition, the instructors are in the process of obtaining all the materials necessary to construct a new addition to the shop. The addition will allow them to integrate larger and more complicated curriculum projects into the program.

The Masonry program has supported the community with projects that include the Wilmington West School House, the Tewksbury Playground Pavilion, and the Tewksbury telescope building.

As part of their curriculum requirement this year, senior Masonry students completed a ten-hour OSHA safety course, enhancing their employment opportunities upon graduation.

**Metal Fabrication:** The Metal Fabrication program is a National Institute for Metalworking Skills (NIMS) certified program. As is the case with the Machine Technology program, they are also in the process of preparing for recertification. With recent upgrades in curriculum and equipment, the instructors are confident that they will meet all of NIMS standards for recertification.

Once the program is recertified, the students will continue to have the opportunity to take the NIMS certification exam. This certification is the most widely accepted in the industry. Students who obtain NIMS certification earn skill recognition, establish professional credentials in the work place, and enhance their employment potential and options.

The granting of national certification by the American Welding Society (AWS) affords Metal Fabrication students a trade certification recognized throughout the industry. The staff worked hard for several months on the implementation of curriculum changes that aligned the welding program with rigorous AWS standards.

Like students in other programs, the senior Metal Fabrication students received 10 hours of training in OSHA General Industry Safety last September and received a 10-hour card.

And like students in other programs, Metal Fabrication students have gained work experience and supported the community and school with projects that include SVTHS's Building and Grounds repairs, Parent Council gifts, and golf tournament gifts.

**Plumbing:** In late August, Mr. Ronald Masse was hired as the shop instructor for freshman and sophomore students. Mr. Masse has been operating his own company for the last fifteen years and also has experience as an engineering manager, plumbing supervisor, and mechanical consultant. With many licenses and certifications attached to his resume, which include a masters and builders license, he brings enormous knowledge and experience to the job.

Community and school projects continue to be an important part of the Plumbing program's curriculum, as they provide students with real live work. These projects give the students the opportunities to improve basic competencies learned at the lower grade level and to add new field-based skills and knowledge. Outside community projects such as the Bedford bath house and the Wilmington West School House allowed the students to develop industrial skills. Participating in the completion of the Wilmington School House project and the installation of a new boiler at the Billerica VFW ensured that the junior and senior students gained skills and knowledge in residential construction. The development of troubleshooting skills is an important program component accomplished through the program's maintenance curriculum, which benefits the school's plumbing system and saves the District operational money. The repair and installation of eyewash stations throughout the school was an important maintenance project completed this year. Other school projects include the installation of a sink in Diesel Mechanics and Receiving, the installation of a new sink heater in the Bakery, and the installation of a compressed air line in the Automotive Technology shop. Efforts from the plumbing department, as well as from the other construction programs, make SVTHS a safer place for students to learn and for staff to work.

The senior Plumbing students received 10 hours of training in OSHA General Industry Safety last September and received a 10-hour card in Construction safety.

**SKILLS USA:** SkillsUSA is a national organization allowing vocational/technical students the opportunity to enter specific skill competitions and participate in numerous leadership events. For the first time this year, Shawsheen Tech will be a 100%-participation school, which means every student in the school will be a member of the organization. As a total participation school, Shawsheen is required to use SkillsUSA Professional Development Curriculum with all students. The Professional Development Program guides students through more than 70 employability skill lessons that are covered in seven levels of the program.

At the North District Conference last spring, 103 Shawsheen Tech students competed and won 30 medals. Of those 40 students, 25 students went on to win a medal in state competition, which included eight gold, seven silver and ten bronze medals. The eight gold medal winners went on to compete at the national level and did an outstanding job representing Shawsheen Valley Technical High School in the area of Health Services and Technology, Diesel Mechanics and Commercial Art and Design. At the National competition, Health Services and Technology students Sheila Johnson of Wilmington, Elisa Marinella of Wilmington, and Christine Kenney of Tewksbury won a gold medal for developing a display and formal presentation on the nutritional value of the new food pyramid. In addition, Commercial Art and Design students Stephen Bennett of Billerica, Ashley Long of Tewksbury, and Christopher Versackas of Tewksbury won a bronze medal for their Tech Prep display, and Diesel Mechanics student Craig Chestnut of Billerica placed eighth in Diesel Mechanics competition.

**Certificate of Occupational Proficiency (COP):** The COP is the Commonwealth's assessment program for technical education. It is being designed to measure the attainment of industry-based skill standards of students enrolled in technical education.

By June, the work of developing a framework for all vocational/technical programs throughout the state was completed. These Vocational Technical Educational Curriculum Frameworks will now become the basis for development of the assessment piece for attainment of a Certificate of Occupational Proficiency.

Now that the frameworks are completed, all the vocational/technical teachers are in the process of assessing their curriculum to determine any updates needed to align with the frameworks.

Shawsheen continues to take a leadership roll in the COP process, with many of our instructors and administrators providing their expertise as a committee chairperson for the development of the new frameworks. In addition, both the Computer Science and Technology program and the Health Services and Technology program have received a grant from the Department of Education to pilot the assessment piece of the Certificate of Proficiency.

**Safety:** The school is in the fourth year of a five-year process of developing and implementing a school wide safety and health plan, under the direction of Mr. Roger Bourgeois, Director of Community Services, and Mr. John Lavoie, Director of Vocational/Technical Programs. The development of this plan includes work practices, equipment, tools, environmental issues and educational curriculums in all programs. The committee overseeing the development and implementation includes administrators, teachers, students and safety experts from industry.

The implementation of the plan began two years ago with a vocational staff member in each program developing a safety plan which included updated safety curriculum for each piece of equipment and work practices. A student record safety plan consistent throughout each program has been put into place last year. A safety audit is conducted in each program to evaluate shop equipment and environment at the start of each school year. As a result of the audits, new safety equipment needs are identified and purchased, signage is being improved, storage practices have changed and environmental issues are being addressed. Funding for all new safety equipment is provided through the capital budget each year.

Through the efforts of Mr. Roger Bourgeois and the instructors in the construction and general industry programs, all the seniors in these programs have obtained an OSHA certification card. The students attended a ten-hour seminar at the onset of the school year where they learned all aspects of construction and general industry safety. This certification provides our students with more job opportunities, as many companies require this certification as part of a hiring policy.

## Conclusion and Acknowledgement

The SVTHS District School Committee, staff, and students gratefully appreciate the support that they receive from the residents of the 5-member District Towns. The SVTHS family especially acknowledges the continued financial support of the local Town Managers, Finance Committees, and Town Meetings, who collectively ensure and perpetuate the highest quality in vocational technical training opportunities for area youth.

The District is grateful for the significant contributions provided by Shawsheen Tech staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2005. Those retirees are:

- J. Peter Back, Automotive Instructor
- Donald B. Cambria, Culinary Instructor
- Nicholas Kay, Jr., English Instructor
- Ronald H. Nowakowski, Athletic Director and Math Instructor
- Elizabeth A. Quigley, Math Instructor
- Peter J. Quirk, Cooperative Education Coordinator
- Charles D. Regan, Math Instructor
- Vincent A. Restivo, Math Instructor
- Paul A. Smith, Business Technology Instructor
- David A. Whalley, Science Instructor

Mr. Alfred J. Verrier, a School Committee member representing the Town of Burlington, also retired after serving since 1989. He served with distinction.

Respectfully submitted,

Charles Lyons  
Superintendent Director

## BCAT

BCAT experienced some major equipment upgrades in 2005. Our studio cameras were at the end of their operating life and needed to be replaced. Our new cameras are digital in step with our full digital transition, and the results are a sharper, more impressive studio picture from the BCAT Studio than ever before. In contrast with our 1/2 inch cameras, the new cameras are 2/3 inch providing a significant improvement in resolution, as well as increased sensitivity, dynamic range, color and skin tone fidelity.



*BCAT Engineer Richard Linder stringing cable for the new digital studio camera system. Photograph by BCAT Staff*

In addition to our new cameras, a new intercom system has been installed. Headset plug in stations have been provided in several locations in the studio and throughout our facility for improved ease of communication. The office areas have been upgraded with new Dell computers. They are running on XP professional and have more than adequate horsepower to handle all of our graphics applications. We updated our software as well, including the Creative Suite from Adobe and Macromedia Studio 8. Programs included in these packages offer staff and residents limitless design possibilities for multiple mediums, including print, web design and video applications. We were proud to introduce our third Final Cut Pro editing suite as well. It was evident there was a need for a third suite with the other two often fully reserved. Thanks to continual advancements in computer technology, Edit 3 is our fastest system with a quad processor that can cut render

time in half. We also bought new removable drives to enable more volunteers to work on more projects simultaneously.

### Other BCAT highlights in 2005

- Richie Sarno's special production "Soul Cookin' Peanut Man," a documentary on the life of Little Joe Cook, earned him an award as a finalist in the category of Documentary Profile with the annual video festival presented by Northeast Regional Alliance for Community Media.
- BCAT held it's 2nd Annual Appreciation Night. Sally Willard was named Volunteer of the Year. She is the producer of several BCAT programs including "Entrepreneur's Corner" and "Simply Well." She is an active volunteer with BCAT in many other areas as well, serving as crew and talent when needed. Dan Farrell was awarded the BCAT Student Grant. He was a Student Advisor for the Video Voyager program. He has been the Director and Crew for numerous BCAT programs, including the Redd Sock show, Red Devil Weekly and Sports Call to name a few. He has crewed and helped BCAT with BHS Sports coverage, numerous specials, and also helped in other areas such as with updating Bulletin Board announcements.



*BCAT President Rick Karwan congratulating Volunteer of the Year Sally Willard. Photograph by Karwanphotos.com*

- The BCAT website was revamped with a new and improved design.
- In 2005, the BCAT Board of Directors received letters of resignation from Ed Hastings and Brian Curtin. BCAT

sincerely thanks them for their contributions. Sally Willard and Jason Lord have joined the BCAT Board. Sally Willard was appointed as the new treasurer.

#### Staff Changes in 2005

- Tia Buono joined the BCAT production staff in August, after full-time Production Coordinator Derek Blakeman resigned to take a position with MSNBC in New Jersey.

Respectfully submitted,

Jennifer Dodge, Executive Director  
Burlington Cable Access Television

Rick Karwan, President  
Burlington Cable Access Television

Board of Directors:

Arlene DiRocco, Vice President  
Brian Curtin, Treasurer  
John Hofferty  
Edward Hastings  
Virginia Mooney  
Herbert Clancey  
Jim Melchionna  
Robert Zahora

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## BURLINGTON COMMUNITY SCHOLARSHIP FOUNDATION

2005 was a very successful year for the Burlington Community Scholarship Foundation. We were able to award \$85,600.00 to high school seniors and six adults. Between our Foundation and Burlington High School, over \$316,450.00 was distributed to deserving students.

We thank the Wayne Johnson Memorial Scholarship Committee for \$12,900.00, Riemer and Braunstein for \$10,000.00, the James Trentini Memorial Scholarship for \$8,100.00, the Brendan Curtin Memorial Scholarship for \$6,000.00, the Murray Charitable Foundation for \$6,000.00, the Faller Family for \$5,000.00, Facility Management for \$5,000.00, the Mary Gibson Memorial Scholarship for

\$3,000.00, the Charles Curtin Memorial Scholarship for \$2,000.00, the Burlington Ice Palace for \$2,000.00 and Gibson and Behman for \$1,500.00.

We thank the following for contributions of \$1,000.00: The Gutierrez Company, Century Bank, Cycle Loft, Burlington Police Patrolman's Association, Eastern Bank, Enterprise Equipment, Gedick Brothers, A & F Bus Company, Banknorth, Curtin Financial Services, Jayne Hyde, Northern Bank and Trust, Burlington Firefighters and the Burlington Lion's Club.

Donations of \$500.00 were made by the following: Burlington Marriott, Gulde Insurance Agency, BLW Engineers, Winn Street Services, Long's Jewelers, KBA Architects, Council on Aging, Cranney HVAC, National Development, Vanasse Hangen Brustlin, Inc., Lahey Clinic and Gibson Roofing. Thanks also to Legal Sea Foods, Outback Steakhouse, Roche Brothers and Delicious Desserts.

Again, we thank all the residents who responded so generously to the high school student volunteers who made calls during our annual telethon. Also, thanks to all residents who made a contribution via the town tax check-off system.

Our annual telethon raised \$52,015.00 this year. The following volunteers make our telethon the success that it is: the staff of B-CAT, Dr. James Picone, Lucy Damiani, Debbie Keene, Connie Skourtis, Robyn Miliano, Janet Modesto, Joan Corrao, Tom Killilea, Peter Halvorson, Brian Curtin, Bob Buckley, Paul Sheehan, Jayne Hyde, Charlie Murphy, Al Fay, Jack Ferren, Craig Robinson, Ray Harbor and Arthur Fallon.

To date, Burlington Community Scholarship Foundation has awarded \$427,300.00 in scholarship assistance to 295 high school seniors and 40 adult residents. In 2005, 22 members of the graduating class won Lahey Clinic Adopt-A-Class scholarships in amounts of \$2,000.00, \$1,200.00 and \$900.00. We are happy to announce that Lahey Clinic has recently adopted the class of 2018. We thank everyone who contributes time and effort to make Adopt-A-Class so successful: Debbie Keene, Connie Skourtis, Robyn Miliano, Janet Modesto, high school volunteers and parents, class advisors, Peter Halvorson, Joel Vaughn and all Adopt-A-Class Sponsors.

Our Financial Advisory Committee comprised of Brian Curtin, Chairman; Dr. James Picone, Juliette Mott and Lucy Damiani continue to do an excellent job in investing and looking out for our endowment.

Our Awards Committee comprised of Rosemarie Tieri, Chairman; Gary Feldman, Peter Sims, Rosalie Nardella, Suzette Jones, Nancy Todd, Judy Spano Davis, Pat Dotson, Jack Heidbrink and Roberta Killilea continue to do an excellent and objective job in evaluating scholarship applications.

In closing, I thank all the members of the Burlington Community Scholarship Foundation Board of Directors for their support and dedication. Thanks also to Dr. James, Picone, Superintendent of Schools, Mrs. Linda Hayes, Principal, Burlington High School, Tom Imbriglio, Director of Guidance and all the Burlington High School students who attend our meetings and who volunteer in our many endeavors. I thank Bob Buckley and Melissa Cushing from Riemer and Braunstein for all they do in our behalf. Special thanks to Mrs. Lucy Damiani who has recently retired from our Board of Directors for all she has done over the years to help our Foundation grow and prosper.

Respectfully submitted,

Stephen E. Preston, Jr., President  
Burlington Community Scholarship  
Foundation

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## BURLINGTON HOUSING AUTHORITY

For the past sixteen years, state auditors have reported that Burlington Housing Authority has managed in full satisfaction with the applicable state and federal regulations and guidelines.

### 2005 UPDATE:

There have been many exciting projects happening at the Authority in 2005. Burlington Housing Authority has been awarded three major construction Modernization Projects, from the Department of Housing and Community Development.

The first project awarded was an addition of an elevator in the Towerhill building, which started July 2003 and was completed December 2004, concluding with an official rib-

bon cutting ceremony on January 12, 2005. Starting in the Fall of 2005 there has been a window replacement project underway for Towerhill and Birchcrest Arms. The replacement windows are more energy efficient and easier for Tenants to operate. All of Birchcrest has been completed and Towerhill has begun its window renovation. The third project is an electrical; fire alarm and ventilation upgrade which involves; changing over the building from gas to electric and all tenants will receive a new electric stove. They will also have a new fire and carbon monoxide alarm, with additional added ventilation in the common areas.

At the present time the Burlington Housing Authority's management inventory includes; sixty-five senior units at Towerhill and forty units at Birchcrest Arms; two local initiative units; two independently owned 705 state rentals; ten studio apartments set aside for low and moderate income at Longmeadow Place Assistant Living Facility; and ninety-four Section 8 vouchers.

The Board of Commissioners continues to make Burlington residents a priority and voted to join the Massachusetts Nahro Section Eight Centralized Waiting List. This list will remain open; applications may be picked up at the Housing Authority, Library and Council on Aging offices.

The Board of Commissioners consists of Chairman, James Langley; Vice Chairman, James Rogers; Treasurer, Joseph Arena; Vice Treasurer, Bernice Ferguson and Member, Michael Austin.

Photo by: M. Lynch



*Tower Hill Apartments*



The Board wishes to thank 2005 Tenant Presidents, Jack Miller and Jim Willis for their time and efforts on behalf of our Residents. They have both been re-elected for a 2nd term.

I have enjoyed my second full year as Executive Director of the BHA and continue to welcome any and all questions and or concerns at anytime. I will continue to serve our senior population with compassion and respect.

Respectfully submitted,

Maureen Lynch  
Executive Director

## METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council (MAPC) is the regional planning and economic development district representing 101 cities and towns in metropolitan Boston. In addition, the Council shares oversight responsibility for the region's federally funded transportation program as one of 14 members of the Boston Metropolitan Planning Organization. The Council's legislative mandate is to provide technical and professional resources to improve the physical, social and economic condition of its district, and to develop sound responses to issues of regional significance. The Council provides research, studies, publications, facilitation and technical assistance in the areas of land use and the environment, housing, transportation, water resources management, economic development, demographic and socioeconomic data, legislative policy and interlocal partnerships that strengthen the operation of local governments. More information about MAPC is available at [www.mapc.org](http://www.mapc.org).

The Council is governed by 101 municipal government representatives, 21 gubernatorial appointees, and 10 state and 3 City of Boston officials. An Executive Committee composed of 25 members oversees agency operations and appoints an executive director. The agency employs approximately 30 professional and administrative staff. Funding for Council activities is derived from contracts with government agencies and private entities, foundation grants, and a per-capita assessment charged to municipalities within the district.

In the past year, the Council has focused on initiatives that respond to regional challenges, some of which include:

### **MetroFuture — Making a Greater Boston Region:**

State law requires that MAPC prepare, from time to time, a comprehensive regional plan. This planning process is now underway and is called the MetroFuture initiative. It started by asking the people of Greater Boston about their aspirations for the future of the region, and continues with a comparison between those visions and the future that will arise if our current trends continue unchanged. We are finding both exciting prospects and interesting challenges lie ahead if we continue our current pattern of growth and development. Here are just a few of the results, out to the year 2030:

- **Population will grow slowly, while the number of households will grow more quickly.** By 2030, the region's population will have increased by 10%, approximately a third as fast as the projected U.S. population growth (29%). The number of households is projected to increase by 19% for that same time period, at a greater rate than the population, due to a continued decline in household size.
- **Consumption of land continues apace.** Fifteen percent of land that was open in 2000 will be developed by 2030.
- **An older population will demand more homes and health care.** There will be declines in all age groups under 55 and substantial increases in empty-nesters and elders, creating demand for different housing and contributing to an expected near-tripling of health care costs from 2000 to 2030.
- **Water in short supply outside the MWRA.** Communities with public water systems not connected to the MWRA system will face serious water constraints by 2030; approximately half will exceed their permitted withdrawal rates.

These are among the results that will serve as a starting point for discussions across the region about alternative paths the region could take, beginning with a series of briefings early in 2006. Visit [www.MetroFuture.org](http://www.MetroFuture.org) to learn more about the project, and contact [MetroFuture@mapc.org](mailto:MetroFuture@mapc.org) to learn about how to host a briefing about the region's future.

**Municipal Planning:** MAPC continues to assist municipalities in implementing Smart Growth Principles through local zoning changes. Under the Vision 2020 program, MAPC provided zoning analyses or draft bylaws to the towns of Duxbury, Stoughton and Hanover. Through FY05 funding from Smart Growth Technical Assistance Grants, MAPC assisted Topsfield in developing a Low Impact Development storm-water and erosion control bylaw. Under funding secured through the Priority Development Fund, MAPC is developing mixed use or multi-family bylaws for the towns of Bedford, Stow, Millis, Southborough and Stoughton. Just recently, MAPC received notice of approval of its application for Smart Growth Technical Assistance funds to assist the towns of Hopkinton, Ashland and Southborough in examining alternative futures for the 900 acre Weston Nurseries property. MAPC also continues to provide information to municipalities regarding the Smart Growth Overlay Districts enabled under Chapter 40R.

**Metro Mayors Coalition:** MAPC works with the mayors and city managers of 10 municipalities in the urban core on issues such as group purchasing, employee health insurance, regional public safety, and municipal public finance. Through this work, MAPC staffed the statewide Municipal Finance Task Force which reached consensus on a variety of public policy changes to reinvigorate the partnership between local and state government. We also formulated an \$11 million grant program to fund inter-local and multi-disciplinary approaches to stemming the tide of youth violence, drug use, and gang activities in the region. This program became law late in 2005.

**The Metro Data Center,** an official US Census affiliate, provides in-depth analysis of trends in the region and conducts research on emerging issues that will strengthen the Council's ability to plan for the future. The Center works to increase public understanding of and access to demographic, social, economic and land use data and trends that affect the Boston metropolitan area. The Center also releases regular publications to maintain a general awareness about how growth continues to impact communities. The Center provides current accurate data to legislators, municipalities, public and private agencies, and the general public about growth trends in the communities and sub-regions of the greater Boston area.

**Transportation planning:** MAPC staff played an active role in helping to revise the MassHighway Design Manual,

now known as the Project Development and Design Guidebook. As vice chair of the Boston Metropolitan Planning Organization, MAPC worked to develop the annual Transportation Improvement Program, including transportation spending priorities for the region. We also developed population and employment projections to the year 2030, to be used in scenario modeling in the new Regional Transportation Plan and MetroFuture (see preceding) in 2006.

**Legislative Advocacy:** The Legislative Committee has worked to promote legislation that is of regional interest and is informed by smart growth principles (visit [http://www.mapc.org/regional\\_planning/MAPC\\_Smart\\_Growth.html](http://www.mapc.org/regional_planning/MAPC_Smart_Growth.html) to view the list of principles).

At the beginning of the legislative session the Committee recommended for endorsement a full legislative agenda, which was subsequently endorsed by MAPC's Executive Committee. Among many items, the priorities include reform of the state's surplus land disposition policy; recapitalization of the brownfields redevelopment fund; reform of the state's antiquated zoning laws; and repeat offender legislation. Contact Legislative Director Joel Barrera at [jbarrera@mapc.org](mailto:jbarrera@mapc.org) to learn more about the committee's priorities and how your community can get involved in regional advocacy efforts.

**Metropolitan Highway System Advisory Board:** MAPC staffs this board, established in 1997 by the Commonwealth to advise the Massachusetts Turnpike Authority on issues relative to land use, air rights, zoning, and environmental impacts associated with development of land owned by the authority. In 2005, the Board reviewed a number of Requests for Proposals and development proposals for various parcels along the Central Artery surface.

**Regional Services Consortia:** The Regional Consortia Project collectively procured more than \$3,000,000 in office supplies for 32 municipalities, and highway maintenance services valued at \$16,000,000 for South Shore and MetroWest cities and towns. The project also facilitates collegial forums among members' chief administrative officers that focus on collective problem solving and resource sharing. MAPC, in partnership, with the Greater Boston Police Council, assists over 300 units of local government in procuring police, public works and general use vehicles, along with various public safety supplies.

**Public Safety and Homeland Security:** MAPC provides planning and fiduciary services to the Northeast Homeland

Security Regional Advisory Council (NERAC), the Northeastern Law Enforcement Council (NEMLEC) and the Metropolitan Law Enforcement Council (METROLEC). Activities include procurement, research, and planning to enhance the delivery of public safety services and to ensure the region is prepared for either a terrorist attack or natural disaster.

**Hazard Mitigation:** Pre-Disaster Mitigation (PDM) plans help communities prepare for natural disasters such as floods, winter storms, wind, and geologic hazards. In 2005, MAPC completed PDM plans for 10 communities on the North Shore and 10 communities on the South Shore. MAPC is also developing PDM plans for 9 Inner Core communities, including Boston and neighboring communities, which will be completed in 2006. FEMA has awarded a grant to MAPC to develop PDM plans in 28 towns in the MAGIC, MetroWest, and North Suburban subregions, beginning in 2006.

**495/MetroWest Water Resources Strategy:** Working with the 495/MetroWest Corridor Partnership, MAPC completed three major components of a comprehensive water strategy for the corridor:

- the *Massachusetts Low Impact Development Toolkit*, available at <http://www.mapc.org/lid.html>, was published and two regional workshops were held to present the toolkit to the public. The toolkit recently received the 2005 Outstanding Planning Project Award from the Massachusetts Chapter of the American Planning Association;
- *Once Is Not Enough*, a guide to water reuse in Massachusetts, was published. It is available at [http://www.mapc.org/regional\\_planning/water-reuse.html](http://www.mapc.org/regional_planning/water-reuse.html); and
- two regional contracts for Leak Detection Services were developed for both the 495/MetroWest communities, as well as all the entire MAPC region. Learn more about leak detection services that are available to cities and towns in MAPC's January edition of the Regional Record, our electronic newsletter, located at [www.mapc.org](http://www.mapc.org).

**Comprehensive Economic Development Strategy:** Every five years, the Metropolitan Area Planning Council is responsible for developing a Comprehensive Economic Development Strategy (CEDS) in partnership with the Economic Development Administration. The 2005 CEDS,

Insuring Greater Boston's Prosperity, contains an analysis of economic trends and conditions and highlights five challenges to economic well-being. It sets a context for inviting regional participation that moves toward a regional response to the challenges. The report is included in the January edition of MAPC's Regional Record, available at [www.mapc.org](http://www.mapc.org).

**Wind Power:** Using a grant from the Massachusetts Technology Collaborative, MAPC recently completed a project to help ten North Shore coastal communities understand opportunities and obstacles to siting land-based wind turbines on municipally-controlled properties. The project helped the communities to identify regulatory barriers to wind, and the environmental and financial impacts of a wind project. Area residents took part in a web-based energy survey and each community received wind information and siting maps. MAPC hosted two wind educational forums as part of the project, helped the city of Lynn to draft a wind turbine siting ordinance and facilitated the creation of Alternative Energy Committees in Gloucester, Swampscott and Rockport to advance the siting of wind turbines in their communities. Information about the North Shore Wind Project is also included in the January Regional Record at [www.mapc.org](http://www.mapc.org).

**MEPA Project Reviews:** MAPC reviews projects under the Massachusetts Environmental Policy Act (MEPA) and submits comments on projects with significant regional impacts. In 2005, MAPC reviewed 166 MEPA filings (Environmental Notification Forms, Environmental Impact Reports, and Notices of Project Change), and submitted comments to EOE on 58 of these. One of the most significant reviews of the year was a "Peer Review" conducted by MAPC and the Old Colony Planning Council on the proposed *Village Center Plan* for the former South Weymouth Naval Air Station. Visit [http://www.mapc.org/whats\\_new/SWNAS/SWNAS\\_Summary\\_Document.pdf](http://www.mapc.org/whats_new/SWNAS/SWNAS_Summary_Document.pdf) to view our comments.

#### **North Suburban Planning Council (Burlington, Lynnfield, North Reading, Reading, Stoneham, Wakefield, Wilmington, Winchester, Woburn)**

In 2004, the North Suburban Planning Council (NSPC) was involved in a wide range of activities from community development planning to transportation issues. MAPC completed Community Development Plans under Executive Order 418 for Burlington, Reading and Woburn.

Wilmington also prepared a plan using a consultant. After completion of these plans, each community was given an opportunity to make a presentation to the subregion as a whole to present the findings and recommendations.

As a follow-up to Executive Order 418, MAPC presented information on changes the state was making to the Commonwealth Capital Fund application process and also presented information on the final regulations for Smart Growth zoning under Chapter 40R.

The major areas of concern in transportation planning were the annual review of the TIP and the UPWP and the work that CTPS did on Phase II of the North Suburban Transit Opportunities Study. In addition, the subregion was briefed on the regional bicycle/pedestrian plan that MAPC is preparing. The March 2005 meeting was devoted to setting subregional priorities for TIP and UPWP projects.

The subregion was also kept apprised of the on-going review of the subregions that is taking place in conjunction with the MAPC strategic planning process.

Beginning in July, 2004 and continuing over the next several months, MAPC made presentations to the subregion and to individual communities concerning the opportunity to apply for a Multi-Hazard Mitigation Planning grant. At the end of the process, 7 out of the 9 NSPC communities (excluding North Reading and Winchester), sent letters of interest indicating that they would participate in the grant and would provide a match of \$3,000 in staff time. MAPC submitted a grant application and was notified in October 2005 that they had received the grant.

MAPC Annual Report prepared and submitted by Marc D. Draisen, Executive Director, Metropolitan Area Planning Council.

## TOWN MEETING MEMBERS

### PRECINCT 1

Richard N. Binnall	68 Mill St.	2006
Linda K. Collins	18 Town Line Rd.	2007
Channing L. Entwistle	62 Beaverbrook Rd.	2007
Nolan H. Glantz	9 Redcoat Ln.	2008
Donna D. Gregorio	11 Donald Rd.	2006
John S. Ivas	9 Boulder Dr.	2008

Michael Marchese, Jr.	11 Michael Dr.	2008
Bruce A. Morey	5 Ellery Ln.	2008
Elizabeth A. Murphy	20 Wildwood St.	2007
<i>TMM 4/84-4/89</i>		
Juliet M. Perdichizzi	239 Fox Hill Rd.	2008
Cynthia J. Phillips	4 Michael Dr.	2008
Richard J. Roberto	10 Wildwood St.	2006
Gregory F. Ryan	3 Donald Rd.	2007
Maureen Monaco Ryan	3 Donald Rd.	2007
Mark S. Saia	8 Sumner St.	2006
Edward J. Walsh	2 Carol Ave.	2007
David J. Woodilla	3 Barnum Rd.	2006
Walter T. Zenkin	2 Toomey Cir.	2006

### PRECINCT 2

William C. Beyer	67 Peach Orchard Rd.	2007
Kathleen M. Coluci	15 Colburn St.	2007
Ann Marie Comer	13 Lowell St.	2008
Kerry Anne Conley	24 Lowell St.	2008
Todd M. Duggan	14 Hampden Ave.	2006
Mary E. Fitzgerald	7 Hampden Ave.	2008
Marjorie J. Foster	10 Kenmere Ave.	2006

#### *Write-in 2000*

Angela J. Hanafin	4 Maple St.	2007
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#### *Write-in 2001*

Daniel J. Hanafin	4 Maple St.	2007
Judith E. Hanafin	9 Maple St.	2008

#### *Appt. 4/04 Elected 4/05*

Jerome J. Lynch, Jr.	6 Winn St.	2008
Jerome J. Lynch, III	6 Winn St.	2006

#### *Write-in 2005*

Ann Louise McNamara	79 Mountain Rd.	2006
Margaret Merlesena	2 Burton Rd.	2007

#### *TMM 12/75-4/76*

Karen Morgan	6 Wildmere Ave.	2007
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#### *Write-in 2004*

Eleanor N. O'Connell	33 Peach Orchard Rd.	2006
Andrew H. Olney	21 Julia Connors Dr.	2008

#### *Write-In 2002*

John J. Ryan	7 Grandview Ave.	2006
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#### *Write-in 1999*

### PRECINCT 3

Anne P. Coady	8 Woodside Ln.	2006
William Collins, Jr.	8 Theodore Cir.	2008
Sean P. Connors	14 Sears St.	2007
Kathleen S. Cool	9 Stony Brook Rd.	2006
Shari Lynn Ellis	3 Hickory Ln.	2007

Daniel J. Grattan	9 Fieldstone Dr.	2007
<i>Write-in 2004</i>		
Frances M. Heartquist	10 Briarwood Ln.	2008
<i>TMM 5/76-4/88, Appt 9/88 E 4/89</i>		
John D. Kelly	14 Oxbow Ln.	2008
<i>TMM 3/72-4/79</i>		
Stephen G. Marchese	4 Sears St.	2006
Mildred J. Nash	39 Sunset Dr.	2006
Mabel A. Nevins	26 Sunset Dr.	2006
Carol L. Powers	80 Lexington St	2007
<i>Appt. 9/04 Elected 4/05</i>		
Daniel J. Raske	3 Mildred Rd.	2008
Roger S. Riggs	4 Briarwood Ln.	2008
<i>Write-in 2001</i>		
Anne E. Rowe	94 Muller Rd.	2006
<i>TMM 3/72-4/88, A 9/88 E 4/89</i>		
Louis P. Rubino	4 Fred St.	2008
Paul A. Valleli	14 Marrett Rd.	2007
<i>TMM 4/93-1/94</i>		
Judith G. Wasserman	3 Indian Hill Rd.	2007
<b>PRECINCT 4</b>		
Betty M. Bullock	11 Crowley Rd.	2008
Thomas D. Conley, Jr.	20 Corcoran Rd.	2007
<i>Appt 9/96 Elected 4/97</i>		
Karen Cooper	69 Francis Wyman Rd.	2008
Michael C. Dellemonico	48 Washington Ave.	2007
Wendi J. Dellemonico	48 Washington Ave.	2006
Andrew Groh	132 Bedford St.	2008
Joan B. Hastings	14 College Rd.	2006
Joanne M. Horgan	12 Eastern Ave.	2008
Lori Kashgegian	114 Francis Wyman Rd.	2008
Mark E. Kashgegian	114 Francis Wyman Rd.	2006
Constance K. McElwain	64 Francis Wyman Rd.	2007
Roberta E. Mills	19 Corcoran Rd.	2006
Frank P. Monaco	18 Corcoran Rd.	2006
Virginia E. Mooney	28 Mohawk Rd.	2006
<i>TMM 3/72-4/88, A 5/92 - E 4/93</i>		
James Patterson	5 Hancock St.	2007
William G. Poehler	7 Algonquin Dr.	2007
<i>TMM 4/82-10/84</i>		
Michael A. Proulx	76 Francis Wyman Rd.	2008
<i>TMM 4/88 - 4/89</i>		
Sally Willard	13 Foster Rd.	2007

<b>PRECINCT 5</b>		
Patricia J. Angelo	2 Austin St.	2006
Susan MacDonald Boari	14 Raymond Rd.	2008
Richard P. Burkhart	10 Joanne Rd.	2007
<i>Appt. 4/89 Elected 4/90</i>		
Elaine Lee Carpenter	5 Dearborn Rd.	2007
<i>Appt. 4/03 Elected 4/04</i>		
Mark W. DeCost	38 Manhattan Dr.	2007
Adrienne C. Gerbrands	1 Maureen Dr.	2007
Vincent H. Gerbrands	1 Maureen Dr.	2006
<i>TMM 5/82-4/83</i>		
John J. Hanley	1 Violet Rd.	2007
Nancy J. Hofferty	10 Purity Springs Rd.	2006
Virginia M. Igo	1 Arthur Woods Ave.	2006
Joseph E. Morandi	7 Winona Rd.	2008
David H. Morison	79 Macon Rd.	2006
Christopher P. Murphy	22 Bedford St.	2006
<i>Appt. 4/02 Elected 4/03</i>		
Phyllis D. Roussell	75 Macon Rd.	2008
Deborah J. Squeri	5 Hillcrest Rd.	2008
David S. Tait	9 Meadowvale Rd.	2008
Janine S. Towle	57 Macon Rd.	2007
<i>Appt. 9/04 Elected 4/05</i>		
Richard M. Wing	4 Wing Ter.	2008
<i>Appt. 9/04 (Term 2005)</i>		
<b>PRECINCT 6</b>		
Marie A. Ardito	2 Edsel Dr.	2008
<i>Appt. 9/93 Elected 4/94</i>		
Roger A. Bell	18 Lisa St.	2006
<i>Appt. 1/00 elected 4/00</i>		
Catharine M. Boucher	9 Jackson Rd.	2008
Brenda Lee Cahoon	3 Lucy Rd.	2008
Florence L. Carow	1 Jonathan Rd.	2007
Ellen M. Cormier	8 Chester Ave.	2006
John G. Cormier	8 Chester Ave.	2008
Daniel R. DiTucci	8 Lisa St.	2006
David J. Ghio	5 Holly St.	2006
<i>TMM 4/89-4/97</i>		
April L. Healey	23 Davida Rd.	2007
Richard H. Howard	158 Wilmington Rd.	2007
Thomas C. Killilea	15 Wheatland St.	2007
Florence Dolly Mountain	5 Eisenhower Dr.	2008
Wayne S. Saltsman	27 Wheatland St.	2006
Joanna Schlansky	4 Gibson St.	2008
Stephen Spinosa	20 Gibson St.	2007
Joseph S. Stavolta, Sr.	12 Phyllis Ave.	2006
James Tigges	2 Maryvale Rd.	2007
<i>Write-in 2000</i>		

## APPOINTED OFFICIALS

American Disabilities Act Coordinator	Robert C. Hogan
Animal Control Officer	Gerald Mills
Appraiser/Assistant Assessor	Russell H. Washburn
Archivist/Records Manager	Daniel C. McCormack
Assistant Town Administrator	Lawrence M. Rittenberg, Ret. 9/04
Assistant Town Administrator	Anthony Troiano
Assistant Town Clerk	Eleanor M. Gelinis
Building Inspector	John Clancy
Community Life Center Director	Wesley Simons
Conservation Administrator	John Keeley
Council on Aging Coordinator	Margery McDonald
Director of Public Health	Sharon Mastenbrook
Director of Veteran Services	Robert C. Hogan
Emergency Services Director	Stephen Duke
Environmental Engineer	Heidi Porter
Fire Chief	Paul L. Thibault, Jr., Ret. 10/04
Fire Chief	Lee Callahan
Health Agent/Sanitarian	Marlene Johnson
Housing Authority Executive Director	Maureen Lynch
Human Resources Director	Anne Marie Tucciarone-Mahan
Labor Counsel	Collins, Loughran & Peloquin
Library Director	Laura Hodgson
MAPC - TIP Coordinator	Thomas F. Hayes
MBTA Advisory Board	Eleanor N. O'Connell
Metropolitan Area Planning Council (MAPC)	Anthony Fields
MWRA Designee	Syamal N. Chaudhuri
Planning Director	Anthony Fields
Police Chief	Francis J. Hart, III
Recreation Director	Donald Roberts
Recreation Maintenance Director	Douglas Gillingham
Sealer of Weights & Measures	Richard H. Howard
Superintendent of Public Works	Syamal N. Chaudhuri
Town Accountant	Gail A. LaPointe, Res.10/05
Town Accountant	Paul F. Sagarino, Jr. Appt. 11/05
Town Administrator	Robert A. Mercier
Town Counsel	Kopelman and Paige, P.C.
Town Engineer	Thomas F. Hayes

## APPOINTED BOARDS AND COMMITTEES

### Appointments made by: Town Administrator

#### Beautification Committee(5) 1 year Standing

Carolyn R. Engel	9 Park Dr.	2006
George M. Major	29 Lantern Ln.	2006
Joan McSweeney	1 Doris St.	2006
Elaine Zuccaro	6 Pearson Cir.	2006

#### Bike Committee 1 year Ad Hoc

Jack Donaldson	62 Winn St.	2006
Albert Fay, Jr.	Selectmen	2006
Mildred Nash	39 Sunset Dr.	2006
James L. Nevins	26 Sunset Dr.	2006
Kevin J. Sullivan	Recreation Comm	2006

#### B-Line Advisory Committee 1 year Ad Hoc

Jennifer Gelinis	10 Hallmark Garden #7	2006
Virginia E. Mooney	28 Mohawk Rd.	2006
Mildred Nash	39 Sunset Dr.	2006
Mabel Nevins	26 Sunset Dr.	2006
Sonia Rollins	Selectmen	2006

#### Board of Appeals(5) 5 years Standing

John A. Alberghini	2 Elm Ave.	2006
<i>1st Alt. - 1 yr.</i>		
William Gaffney	8 Joanne Rd.	2010
Wayne Harding	16 Chadwick Rd.	2009
Eugene S. Lane, Jr.	24 Cathy Rd.	2006
<i>2nd Alt. - 1 yr.</i>		
Robert M. Meaney	15 Sears St.	2006
George Murray	184 Mill St.	2008
John T. Sullivan	2 Laurel Ln.	2007

#### Board of Registrars(4) 3 years Standing

Jane L. Chew	7 Winn Valley Dr.	2006
Jeanne Ganley	50 Lexington St.	2007
Patricia A. Larson	23 County Rd.	2008
Robert J. Macdonald	238 Fox Hill Rd.	2006

#### Cable Advisory Committee(7) 1 year Ad Hoc

Howard Alberts	3 Arborwood Dr.	2006
Jennifer Dodge	BCAT	2006
Daniel Dunn	29 Stony Brook Rd.	2006
Richard Linder	3 Maud Graham Cir.	2006
Sally Willard	13 Foster Rd.	2006

**Community Life Center(10) 2 years Standing**

Fr. John R. Crispo	111 Winn St.	2007
Candace F. Gustafson	30 Paulson Dr.	2006
Michael Howard	18 Burlington St.	2006
Thelma Iozzo	7 Chandler Rd.	2007
Marilyn Langley	13 Algonquin Dr.	2006
Ronald J. MacKenzie	18 Spruce Hill Rd.	2006
Ann McNamara	79 Mountain Rd.	2007
Roberta Mills	19 Corcoran Rd.	2007
Betty Murphy	20 Wildwood St.	2006
Greg Skeeahan	Police Dept.	2007

**Conservation Commission(7) 3 years Standing**

Larry S. Cohen	8 Wilhelmina Ave.	2006
Indra Deb	17 Pathwoods Ave.	2008
Marylee Everett	14 Hart St.	2007
Gail M. Lima	188 Mill St.	2008
Christopher M. LoRusso	9 Paulson Dr.	2006
Kerry Melanson	8 Freeport Dr.	2008
James A. Nash	39 Sunset Dr.	2007

*Appt. 8/05*

**Council on Aging(7) 3 years Standing**

Eleanor Bonfanti	16 Lisa St.	2007
Jeannette S. Cain	7 Hallmark Grdn. #6	2006

*Alternate 1 yr.*

Ruthann Covino	4 Donna Ln.	2008
John J. Gulde	16 Dearborn Rd.	2006
Mary Lindley	64 Bedford St.	2008
Muriel O'Brien	26 Maryvale Rd.	2006
Mary E. Patterson	22 Carol Ave.	2007

*Appt. 11/05*

Wayne S. Saltsman, MD	24 Wheatland St.	2006
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*Alternate 1 yr.*

Gordon C. Thomson	5 Frances Rd.	2008
Bernadette B. Whittington	1 Ganley Dr.	2006

*Alternate 1yr.*

**Cultural Council(5-22) 3 years Standing**

Joyce M. Carnes	2 Fairfax St.	2008
Anne P. Coady	8 Woodside Ln.	2008
Dorothy N. Dellemonico	3 Jonathan Rd.	2008
Eileen Feldman	19 Freeport Dr.	2006
Rick Karwan	8 Francis Wyman Rd.	2007
Wayne Little	BHS	2006
Charlanne Maynard	Library	2007
Margaret McGarry	1A Ward St.	2008

**Cultural Council(5-22) 3 years Standing**

Florence Dolly Mountain	5 Eisenhower Dr.	2006
Teresa Pignatone	9 Jonathan Rd.	2008
William Timothy Rose	10 Locust St.	2006
Richard D. Sarno	1 Bassett Ave	2008
Janet M. Towers	28 Humboldt Ave.	2006

**Disabilities Access Committee(9) 1 year Standing**

Robert J. Emmert	21 Crystal Cir.	2006
Bernice Ferguson	19 Bedford St.	2006
Mary Jane Fietze	42 Bedford St.	2006
Joseph A. Impemba	Selectmen	2006

*Liaison*

Maura F. Mazzocca	5 Black Horse Ln.	2006
Christine Monaco	18 Corcoran Rd.	2006
David P. Murphy	51 Bedford St.	2006
Walter Sullivan	15 Birchcrest St.	2006
Kenneth Tigges	4 Ellen Rd.	2006
Bernadette B. Whittington	1 Ganley Dr.	2006

**Grandview Farm Use Committee 1 year Ad Hoc**

Norman B. Biggart	4 Baron Park Ln. #1	2006
Brenda L. Cahoon	3 Lucy Rd.	2006
Binnie Factor	6 Briarwood Ln.	2006
Toni Faria	6 Butters Ln.	2006
Kathleen A Horton	85A Center St.	2006
Mary Ippolito	8 Erin Ln.	2006
John S. Ivas	9 Boulder Dr.	2006
Alan R. McCarthy	104 Mill St.	2006
William T. McDonough	18 Maud Graham Cir.	2006
Kevin B. McKelvey	Selectmen	2006
Roger Morrison	5 Hope St.	2006
Hope M. Paulsen	618 Farms Dr.	2006
Sonia Rollins	8 Paula St.	2006

*Liaison*

Nicholas G. Rubino	16 Phyllis Ave.	2006
Auralie Slowey	13 Paulson Dr.	2006
June Tabaldi	212 Cambridge St.	2006
Beverlee Vidoli	17 Thornton Dr.	2006

**Historical Commission(7) 3 years Standing**

Norman B. Biggart	4 Baron Pk. Ln. Apt. 1	2007
Sandra J. Covenio	5 Forest Rd.	2008
Joao T. Demelo	50 Skelton Rd.	2006

*Advisory (Res. F/T 5/05)*

**Historical Commission(7) 3 years Standing**

Eldrine F. Emerson	39 Arborwood Dr.	2006
<i>Alternate 1 yr.</i>		
Antoinette Faria	6 Butters Ln.	2006
Joyce Fay	11 Raymond Rd.	2008
Kathleen Horton	85A Center St.	2007
Ralph W. Porcello	9 Lantern Ln.	2006
<i>Alternate 1 yr.</i>		
Norma C. Robichaud	5 Highland Way	2006
<i>Advisory</i>		
Gene Rossi, <i>Advisory</i>	174 Winn St.	2006
Michael Tredeau	12 Myrna St.	2008

**Housing Partnership 1 year Ad Hoc**

Ernest E. Covino, Jr.	4 Donna Ln.	2006
John DeFrancesco	50 Westwood St.	2006
Phyllis Etsell	3 Eisenhower Dr.	2006
Albert L. Fay, Jr.	Selectmen	2006
Wayne Harding	16 Chadwick Rd.	2006
Jayne L. Hyde	17 Meadowvale Rd.	2006
Virginia E. Mooney	28 Mohawk Rd.	2006
Michael S. Runyan	7A Mountain Rd.	2006

**Information Systems Advisory (7) 1 year Ad Hoc**

Laurence J. Conway	18 Wildwood St.	2006
Daniel Dunn	29 Stony Brook Rd.	2006
David Fionda	46 Freeport Dr.	2006
Peter O'Keefe	47 Skelton Rd.	2006

**Rink Oversight Committee(5) 1 year Ad Hoc**

Brian Curtin	Treasurer/Collector	2006
Stephen G. Marchese	Ways & Means	2006
Kevin McKelvey	Selectmen	2006
Don Roberts	Recreation	2006
Craig Robinson	School Dept.	2006

**Rt. 3A Subcommittee 1 year Ad Hoc**

John Clancy	Building	2006
Ernest Covino, Jr.	Planning	2006
Ann Cummings	Planning	2006
Phyllis Etsell	3 Eisenhower Dr.	2006
Tony Fields	Planning	2006
Tom Hayes	Engineering	2006
Kristin Hoffman	Planning	2006
Joseph Impemba	Selectmen	2006
James L. Nevins, Jr.	Conservation	2006
Michael O'Neil	3 Kinney Ave.	2006
Sonia Rollins	Selectmen	2006
Paul Roth	Planning	2006
Elaine Zuccaro	Beautification	2006

**Sign Bylaw Committee 1 year Ad Hoc**

Robert Factor	6 Briarwood Ln.	2006
<i>Rotary</i>		
Richard H. Howard	158 Wilmington Rd.	2006
<i>Bylaw Review</i>		
Jayne L. Hyde	Planning	2006
Joseph A. Impemba	Selectmen	2006
Mary Liz MacNeil	10 Van de Graaff Dr.	2006
<i>BBRT</i>		
Joan McSweeney	1 Doris St.	2006
<i>Beautification</i>		
Robert M. Meaney	15 Sears St.	2006
<i>Bd of Appeals</i>		
George Murray	184 Mill St.	2006
<i>Bd of Appeals</i>		

**Sr. Housing Options Committee 1 year Ad Hoc**

Arlene A. DiRocco	10 Old Colony Rd.	2006
Albert L. Fay, Jr.	Selectmen	2006
Garry Feldman	19 Freeport Dr.	2006
Robert Hogan	61 Center St.	2006
Sheila Howard	2 Hallmark Garden #4	2006
Jayne L. Hyde	17 Meadowvale Rd.	2006
Robert M. Meaney	15 Sears St.	2006
Hope M. Paulsen	8 St. Mary Rd.	2006

**Stormwater Management 1 year Ad Hoc Advisory Committee**

Syamal Chaudhuri	DPW Superintendent	2006
James J. Dion	Board of Health	2006
Marylee Everett	Conservation Commission	2006
Tony Fields	Planning Director	2006
Charles E. Fuller	3 Rolling Ln.	2006
<i>Consulting Engr</i>		
Gary Gianino	Selectmen	2006
Tom Hayes	Town Engineer	2006
Jayne L. Hyde	17 Meadowvale Rd.	2006
John Keeley	Conservation Commission	2006
Terry McSweeney	Board of Health	2006

Gary Gianino	Selectmen	2006
Tom Hayes	Town Engineer	2006
Jayne L. Hyde	17 Meadowvale Rd.	2006
John Keeley	Conservation Commission	2006
Terry McSweeney	Board of Health	2006

**Town Common Oversight 1 year Ad Hoc**

Carolyn R. Engel	9 Park Dr.	2006
Douglas Gillingham	Recreation Maint.	2006
Joan McSweeney	1 Doris St.	2006
Elaine Zuccaro	6 Pearson Cir.	2006



**Appointments made by: Moderator**

**Bylaw Review Committee(5) 1 year Standing**

Richard H. Howard	158 Wilmington Rd.	2006
Evelyn M Mottolo	3 Dover Dr.	2006
Carol L. Powers	80 Lexington St.	2006
Richard M. Wing	4 Wing Ter.	2006
David J. Woodilla	3 Barnum Rd.	2006

**Capital Budget Committee(7) 3 years Standing**

Thomas D. Conley, Jr.	20 Corcoran Rd.	2007
Daniel J. Grattan	9 Fieldstone Dr.	2008
Frank P. Monaco	18 Corcoran Rd.	2007
Daniel J. Raske	3 Mildred Rd.	2006
John J. Ryan	7 Grandview Ave.	2006
Janine S. Towle	57 Macon Rd.	2008
Walter T. Zenkin	2 Toomey Cir.	2007

**Facilities Committee (7) 2 years Standing**

William F. Callahan	6 Carter Rd.	2006
Sean P. Connors	14 Sears St.	2007
John G. Cormier, Sr.	8 Chester St.	2007
Paul V. Gedick	5 County Rd.	2006
Daniel J. Hanafin	4 Maple St.	2006
Bruce A. Morey	5 Ellery Ln.	2007
Wayne S. Saltsman	24 Wheatland St.	2006

**Human Services Committee(7) 3 years Standing**

Anne P. Coady	8 Woodside Ln.	2007
Joanne M. Horgan	12 Eastern Ave.	2008
Virginia M. Igo	1 Arthur Woods Ave.	2008
Mabel Nevins	26 Sunset Dr.	2006
Cynthia J. Phillips	4 Michael Dr.	2007
Jean M. Squires	12 Evelyn St.	2006
Judith G. Wasserman	3 Indian Hill Rd.	2008

**Land Use Committee(9) 3 years Standing**

Nancy J. Hofferty	10 Purity Springs Rd.	2006
Robert P. Knudsen	3 Bates St.	2006
Karen A. Moyer	7 Kingsdale St.	2008
Andrew H. Olney	21 Julia Connors Dr.	2007
James Patterson	5 Hancock St.	2008
Richard J. Roberto	10 Wildwood St.	2006
Phyllis D. Rousell	75 Macon Rd.	2007
Paul A. Valleli	14 Marrett Rd.	2007
Sally Willard	13 Foster Rd.	2008

**Rules Committee(13) 1 year Standing**

Patricia J. Angelo	2 Austin St.	2006
Marie A. Ardito	2 Edsel Dr.	2006
Catharine M. Boucher	9 Jackson Rd.	2006
Linda K. Collins	18 Townline Rd.	2006
Channing L. Entwistle	62 Beaverbrook Rd.	2006
Joan B. Hasings	14 College Rd.	2006
Virginia M. Igo	1 Arthur Woods Ave.	2006
Ann Louise McNamara	79 Mountain Rd.	2006
Roberta E. Mills	19 Corcoran Rd.	2006
Mildred J. Nash	39 Sunset Dr.	2006
Mabel A. Nevins	26 Sunset Dr.	2006
Eleanor N. O'Connell	33 Peach Orchard Rd.	2006
James Tigges	2 Maryvale Rd.	2006

**Ways & Means Committee(15) 3 years Standing**

Marie Ardito	2 Edsel Dr.	2007
William C. Beyer	67 Peach Orchard Rd.	2007
Catharine M. Boucher	9 Jackson Rd.	2008
David J. Ghio	5 Holly St.	2007
Nolan H. Glantz	9 Redcoat Ln.	2008
Michael J. Hardy	7 Thornton Dr.	2006
Mark E. Kashgegian	114 Francis Wyman Rd.	2007
John D. Kelly	14 Oxbow Ln.	2006
Thomas C. Killilea	15 Wheatland St.	2008
John G. Lamb	38 Chandler Rd.	2008
Jerome J. Lynch, Jr.	6 Winn St.	2008
Stephen G. Marchese	4 Sears St.	2006
James D. Melchionna	15 Birchcrest St. #111	2006
Phyllis D. Rousell	75 Macon Rd.	2007
Richard C. Wilde	1 McNamara Way #30	2006

## ADJOURNED (THIRD) TOWN MEETING

MONDAY, JANUARY 24, 2005  
FOGELBERG AUDITORIUM – BHS

The meeting was postponed until Monday, January 31, 2005 due to a declared State of Emergency because of weather conditions and continuing snow removal efforts.

ADJOURNED (THIRD) TOWN MEETING  
MONDAY, JANUARY 31, 2005  
FOGELBERG AUDITORIUM – BHS

A quorum being present, the meeting was called to order at 7:45 P.M. with a salute to the flag. The reading of the Warrant and Constable's Report was waived upon unanimous consent.

### **ARTICLE 1 RE: Reports of Town Officers & Committees**

To hear and act on the reports of the Town Officers and Committees, or to act in any other manner in relation thereto.

The Moderator announced that further committee reports would be heard when respective articles were discussed.

The Town Administrator rose to recognize the Moderator's last meeting and his contributions to the Town having served as Ways & Means member and as a member of the Board of Selectmen prior to assuming his role as Moderator.

### **ARTICLE 2 RE: Simonds Trust**

To see if the Town will vote to accept from the Trustees under the will of Marshall Simonds the amount of \$9,500.00, or any other sum, for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners, or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

**Recommendations:** Ways & Means voted 9-0-0 in favor.

### **ACTION: MAJORITY APPROVED MAIN MOTION**

### **ARTICLE 3 RE: Special Counsel/Pending Appellant Tax Board Cases**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum

of \$25,000, or any other sum for the purpose of hiring special counsel and expert witnesses to defend pending Appellant Tax Board cases, or to act in any other manner in relation thereto.

**MAIN MOTION:** Withdrawn

### **ARTICLE 4 RE: Fund the Burlington Firefighters Union Contract**

To see if the Town will vote to transfer from the Negotiated Settlement account the sum of \$75,000 or any other sum, for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Professional Firefighters (IAFF Local 2313), same to be spent under the appropriate authority, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to transfer from the Negotiated Settlement account the sum of \$75,000 for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Professional Firefighters (IAFF Local 2313), same to be spent under the appropriate authority.

**Recommendations:** Ways & Means 9-0-0 in favor.

### **ACTION: MAJORITY APPROVED MAIN MOTION**

### **ARTICLE 5 RE: Fund the Burlington Patrolmen Union Contract**

To see if the Town will vote to transfer from the Negotiated Settlement Account the sum of \$\_\_\_\_\_ or any other sum, for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Patrolmen (BPPA), same to be spent under the appropriate authority, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to transfer from Negotiated Settlement Account the sum of \$77,500 to fund the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Patrolmen (BPPA), same to be spent under the appropriate authority.

**Recommendations:** Ways & Means voted 10-0-0.

### **ACTION: MAJORITY APPROVED MAIN MOTION**

### **ARTICLE 6 RE: Fund the Burlington Police Command Officers Union Contract**

To see if the Town will vote to transfer from the Negotiated Settlement account the sum of \$20,000 or any other sum, for the purpose of funding the approved Collective Bargaining Agreement between the Town of

Burlington and the Burlington Police Command Officers (IBPO Local 532), same to be spent under the appropriate authority, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to transfer from the Negotiated Settlement account the sum of \$20,000 for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Command Officers (IBPO Local 532), same to be spent under the appropriate authority.

**Recommendations:** Ways & Means voted 10-0-0 in favor.

#### **ACTION: MAJORITY APPROVED MAIN MOTION**

##### **ARTICLE 7 RE: I/I Removal**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, accept any grants or loans available, or otherwise provide the sum of \$1,188,600, or any other sum for the purpose of compliance with the Amended Administrative Consent Order issued by the Department of Environmental Protection to aggressively remove and remediate all sources of extraneous infiltration and inflow from the Burlington sewer system, or to act in any other manner thereto.

**MAIN MOTION:** To see if the Town will vote that the sum of \$1,188,600 be and is hereby appropriated to pay costs of removing sources of infiltration and inflow into the Town's sewer system, as required under an Amended Administrative Consent Order issued by the Department of Environmental Protection, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore; provided, however, that the amount authorized to be borrowed hereunder shall be reduced to the extent of any grants or gifts received by the Town from the Massachusetts Water Resources Authority, or from any other source, on account of this project.

**Recommendations:** Ways & Means voted 10-0-0 in favor. Capital Budget voted 5-0-0 in favor.

#### **ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

##### **ARTICLE 8 RE: DPW Road Paver Machine/Chapter 90**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum

of \$85,000, for the purpose of a new road paver machine from the Chapter 90 State funds, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to authorize the expenditure of \$85,000 from the 2005 Chapter 90 allocation to purchase a new road paver machine.

**Recommendations:** Ways & Means voted 10-0-0 in favor. Capital Budget voted 5-0-0 in favor.

#### **ACTION: MAJORITY APPROVED THE MAIN MOTION**

##### **ARTICLE 9 RE: Library Security Cameras**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$12,528, or any other sum for the supply and installation of video surveillance equipment at the Burlington Public Library, same to be spent under the direction of the Library Commission, or to act in any other manner in relation thereto.

**MAIN MOTION:** Withdrawn

##### **ARTICLE 10 RE: System-wide School Security Improvements**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$TBD for the supply and installation of video surveillance equipment at all Burlington school facilities, same to be spent under the direction of the School Committee, or to act in any other manner in relation thereto.

**MAIN MOTION:** Withdrawn

##### **ARTICLE 11 RE: Lighting Control Replacement at Burlington High School**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$80,000, or any other sum, for the replacement of the lighting dimmer control equipment at Burlington High School's Fogelberg Auditorium, including the payment of all costs incidental and related to this project, same to be spent under the direction of the School Committee, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote that the sum of \$80,000 originally borrowed for the school remodeling purposes as authorized by vote of the Town taken under Article 10 of the Warrant at the Special Town Meeting held on September 8, 2003, and which is no longer needed to complete the project for which it was initially borrowed, is hereby appropriated to pay, at the direction of the School Committee, the cost of replacing the lighting dimmer con-

trol equipment at Burlington High School's Fogelberg Auditorium.

**Recommendations:** Ways & Means voted 10-0-0 in favor. Capital Budget voted 5-0-0 in favor.

**ACTION: MAJORITY APPROVED THE MAIN MOTION**

**ARTICLE 12 RE: Fire Alarm Control Panel at Burlington High School**

To see if the Town will vote to transfer from the Insurance Reimbursement Account the Sum of \$27,289 to offset the deficit created by the expenditure related to the lightning strike at the Burlington High School and the cost associated with the replacement of the fire alarm control panel, same to be spent under the direction of the School Committee, or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

**Recommendations:** Ways & Means voted 6-3-1 in favor. Capital Budget voted 5-0-0 in favor.

**ACTION: MAJORITY APPROVED THE MAIN MOTION**

**ARTICLE 13 RE: Professional Services/Master Education and Facilities Plan Study**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$95,000 for the cost of professional services for the completion of a Master Education and Facilities Plan including the payment of all costs incidental and related thereto, same to be spent under the direction of the School Committee, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to appropriate the sum of \$95,000 from the One-Time Municipal Relief Aid Fund available funds to pay for the cost of professional services for the completion of a Master Education and Facilities Plan including all cost incidental and related thereto.

**Recommendations:** Ways & Means voted 4-6-0 in opposition. Capital Budget voted 5-0-0 in favor.

A motion to end debate was moved, seconded and so voted. There was a division of the house and tellers were appointed. By a vote of 47 in favor and 30 opposed the motion carried.

**ACTION: MAJORITY APPROVED THE MAIN MOTION**

**ARTICLE 14 RE: Amend General Bylaw/Article V, Section 1.2/Historical Commission**

To see if the Town vote to amend the General Bylaw/Article V, Authorities, Commission and Committees,

1.2 Historical by striking the words "five members" and substituting therefore the words "seven members" to read as follows:

**1.2 Historical Commission**

Voted that the Town adopt the provisions of Section 8D of Chapter 40 of the General Laws relating to the establishment of an Historical Commission, said Commission to consist of seven members to be appointed by the Board of Selectmen, said Commission to be established for the preservation, promotion and development of the historical assets of the Town; said Commission to have and exercise the powers and duties contained in said Section 8D of Chapter 40 of the General Laws, or to act in other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

**ACTION: MAJORITY APPROVED THE MAIN MOTION**

**App'd. A.G. . Adv. Daily Times .**

**ARTICLE 15 RE: Sale of Lot C/Sleeper Drive**

To see if the Town will vote too transfer from the Board of Selectmen for general municipal purposes to the Board of Selectmen for the purpose of conveyance and to authorize the Board of Selectmen to convey all or any portion of two parcels of land on Sleeper Drive, being a portion of the premises conveyed to the Town by Ann M. Ruping, Trustee of the Sleeper Drive Realty Trust, by deed recorded with the Middlesex District Registry of Deeds on November 23, 2002 as instrument No. 69; which parcels are shown on Town Assessors Map 30 as Parcels 35-10 and 35-11; and further to appropriate the sum of \$475,000, being all of the proceeds of the sale of said parcels, for the purpose of making structural repairs and renovations to the Grandview Farm or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote too transfer from the Board of Selectmen for general municipal purposes to the Board of Selectmen for the purpose of conveyance and to authorize the Board of Selectmen to convey all or any portion of two parcels of land on Sleeper Drive, being a portion of the premises conveyed to the Town by Ann M. Ruping, Trustee of the Sleeper Drive Realty Trust, by deed recorded with the Middlesex District Registry of Deeds on November 23, 2002 as instrument No. 69; which parcels are shown on Town Assessors Map 30 as Parcels 35-10 and 35-11; and further to appropriate the sum of **\$440,000**, being all of the proceeds of the sale of said parcels, for the purpose of making structural repairs and

renovations to the Grandview Farm to be funded from the Sale of Land Account.

Recommendations: Ways & Means voted 9-0-1 in favor.

An amendment to remove the sale of lot C and allow the sale of either lot A or B at \$500,000 instead was moved and seconded. The Moderator ruled the amendment out of order.

There was a division of the housed and tellers were appointed.

**ACTION: BY A VOTE OF 72 IN FAVOR AND 3 OPPOSED, THE MAIN MOTION CARRIED.**

**ARTICLE 16 RE: Raymond Road Parcel**

To see if the Town will vote to transfer from the custody of the Board of Selectmen a parcel of land identified on Map 29, Parcel 58 of the Burlington Assessors' maps containing 8.099 acres of land, more or less and located on Raymond Road to the Conservation Commission for conservation purposes, or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

**ACTION: UNANIMOUSLY APPROVED THE MAIN MOTION**

**ARTICLE 17 RE: Amend Zoning Bylaw/Article IV, Section 4.1.7/Additional Regulations for Restaurants in an IG District, Subsection 4.1.7.3.b**

To see if the Town will vote to amend the Zoning Bylaw/Article IV, Section 4.1.7 "Additional Regulations for Restaurants in an IG District", Subsection 4.1.7.3b to substitute the word "delineation" for the word "definition" in the fourth sentence, such that the sentence will now read: "The delineation of a particular office/commercial park may change over time based upon the Planning Board's determination that other properties have been incorporated into a commonality of operation and character."

**MAIN MOTION:** As printed in the Warrant

**Recommendations:** Planning Board voted 7-0-0 in favor.

**ACTION: UNANIMOUSLY APPROVED THE MAIN MOTION.**

**App'd. A.G. . Adv. Daily Times .**

At 9:40 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew

Town Clerk

ADJOURNED (FIRST) TOWN MEETING  
FOGELBERG AUDITORIUM, BHS  
MONDAY, MAY 9, 2005

A quorum being present, the meeting was called to order at 7:40 P.M. with a salute to the flag. A student group of the Marshall Simonds Middle School opened the meeting with a few songs. The Moderator swore in new Town Meeting Members and recognized Joan Hastings, Virginia Igo, and Mabel Nevins as members who have served continuously since the inception of Representative Town Meeting. The Moderator also recognized the years of service of Hope Paulson who had also served continuously since 1972 until this year's election.

A motion to adjourn to Wed. May 11, 2005 to complete the business of the Warrant, if necessary, was moved, seconded and so voted. The reading of the Warrant and Constable's Report was waived upon unanimous consent.

A motion to postpone Article 4 until Wed. May 11 as the first order of business was moved, seconded and so voted.

**ARTICLE 1 RE: Reports of Town Officers & Committees**

To hear and act on the reports of the Town Officers and Committees, or to act in any other manner in relation thereto.

The Town Center Committee and Grandview Farm Committee, presented committee reports and updates to the members. The Moderator outlined committee assignments and there were no objections. The Town's financial team presented an overview of the town's fiscal health.

The Moderator announced that further committee reports would be heard when respective articles were discussed.

**ARTICLE 2 RE: Accept Bikeway Easement**

To see if the Town will vote to authorize the Board of Selectmen to accept, as a public access bikeway easement, an area along a certain portion of land located at 3 Old Concord Road, more particularly shown as Lot 1 (containing 320, 219 +/- square feet of land) on a plan of land enti-

tled "Old Concord Road, Burlington, Mass Definitive Subdivision Plan" sheet 1 of 4 and sheet 2 of 4, scale 1"=40' dated March 1, 1994 revised through March 31, 1995 by Symmes Maini & McKee Associates, Inc. The easement area consists of an approximate fifteen foot (15") wide strip of land referred to as the "*Bikeway Easement*" extending from the eastern boundary of the lot, down the center parking lot east/west driveway, to the rear north/south driveway to the cul-de-sac at the north end of the lot. (See plan in backup information for this article)

**MAIN MOTION:** As printed in the Warrant

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 3 RE: Community Custodial Fees**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$27,000 or any other amount, to be expended under the direction of the Burlington School Committee for the purpose of Community Custodial Fees for the events to be covered for Burlington Scout Organizations, PTO Meetings, Boosters, Citations, Youth Basketball, Youth Volleyball, Youth Baseball Association, Pop Warner, Hockey, Soccer and Skating Associations and other non profit Burlington Civil Organizations, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to Raise and Appropriate the sum of \$27,000 to be expended under the direction of the Burlington School Committee for the purpose of Community Custodial Fees for the events to be covered for Burlington Scout Organizations, PTO Meetings, Boosters, Citations, Youth Basketball, Youth Volleyball, Youth Baseball Association, Pop Warner, Hockey, Soccer and Skating Associations and other non profit Burlington Civic Organizations.

**Recommendations:** Ways & Means voted 8-2-0 in favor. Capital Budget Committee voted 6-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 5 RE: Transfer of Funds FY05 Various Accounts**

To see if the Town will vote to transfer from available funds the sum of \$700,000 or any other amount, for the purpose of paying for expenses incurred in Fiscal Year 2005 to various accounts same to be spent under the direction of the appropriate authorities, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to transfer from –

**Sources of Funds**

Central Administration, Insurance	100,000
Unemployment	15,000
Board of Health, Salaries	21,500
Legal Fees	25,000
Middlesex Retirement, Employee Benefits	36,000
Negotiated Settlements, Salary Accounts	37,000
Sewer Enterprise Fund, Retained Earnings	345,500
<b>TOTAL</b>	<b>580,000</b>

to –

**Uses of Funds**

Central Administration, FICA Medex	45,000
Building, Salary, Buy back, Overlap weeks	38,000
Overtime	2,000
Council on Aging, Part Time Salaries	8,000
Police, Salary, OT, Buyback	20,000
Selectmen, Full Time Salary	13,000
Facilities, Materials & Supplies	5,000
Board of Health, Hazardous Waste	3,500
Special Education Tuition and Transportation	100,000
Sewer Enterprise Fund, Revenue Deficit	345,500
<b>TOTAL</b>	<b>580,000</b>

**Recommendations:** Ways & Means voted 8-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 6 RE: Fund FY 2006 Operating Budget**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of money sufficient to cover the requests of the various departments for Fiscal Year 2006, or to act in any other manner in relation thereto.

**MAIN MOTION:** To raise and appropriate the sum of \$78,261,204 and to fund said budget by transferring

- from Wetlands Protection account the sum of \$10,000
  - from Pension Reserve Trust fund the sum of \$126,000
  - and raising the sum of \$78,125,204
- for a total FY06 Operating Budget of \$78,261,204

**Town Meeting & Reports - Line 1-2**

Salaries	2,449
Expenses	17,575
<b>Total</b>	<b>20,024</b>

**Moderator - Line 3-4**

Salaries	150
Expenses	75
Total	225

**Ways & Means - Line 5-6**

Salaries	1,956
Expenses	350
Total	2,306

**Capital Budget - Line 7-8**

Salaries	600
Expenses	25
Total	625

**Town Admin./Selectmen - Line 9-11**

Salaries	347,993
Expenses	7,752
Special Accounts	187,600
Total	543,345

**Accounting - Line 12-13**

Salaries	180,315
Expenses	2,400
Total	182,715

**Assessors - Line 14-15**

Salaries	196,828
Expenses	102,500
Total	299,328

**Treasurer/Collector - Line 16-18**

Salaries	439,660
Expenses	15,261
Special Accounts	200
Total	455,121

**Central Administration - Line 19-28**

Central Supply	105,000
Central Machines	26,000
Chapter 32B – Health Ins. (AA)	7,836,962
Unemployment Comp. (AA)	40,000
Pension Reimburse (AA)	3,000
Town Insurance (AA)	725,000
Financial Audit (AA)	42,000
Medicare Tax (AA)	400,000
Charles George Settlement (AA)	0
4th of July/Town Event	0
Total	9,177,962

**Legal - Line 29-32**

Legal Fees	105,000
Collective Bargaining	50,000
Tax Title	2,000
Cable TV Negotiations	2,000
Total	159,000

**Human Resources – Line 33-35**

Salaries	43,572
Expenses	7,688
Special Accounts	7,500
Total	58,760

**Management Info Systems - Line 36-37**

Salaries	148,032
Expenses	84,800
Total	232,832

**Town Clerk - Line 38-40**

Salaries	223,004
Expenses	13,575
Special Accounts	10,599
Total	247,178

**Registrar of Voters - Line 41-42**

Salaries	1,000
Expenses	5,350
Total	6,350

**Conservation Commission - Line 43-45**

Salaries	145,282
Expenses	2,750
Special Accounts	13,500
Total	161,532

**Planning Board - Line 46-47**

Salaries	163,986
Expenses	11,591
Total	175,577

**Board Of Appeals - Line 48-50**

Salaries	11,902
Expenses	250
Special Accounts	5,000
Total	17,152

**Town Facilities - Line 51-52**

Salaries	352,679
Expenses	354,230
Total	706,909

**Police Department - Line 53-55**

Salaries	4,921,658
Expenses	344,361
Special Accounts	231,265
Total	5,497,284

**Fire Department - Line 56-58**

Salaries	4,514,763
Expenses	304,341
Special Accounts	97,410
Total	4,916,514

**Building Inspector - Line 59-61**

Salaries	359,407
Expenses	26,757
Special Accounts	0
Total	386,164

**Sealer of Weights - Line 62-63**

Salaries	5,402
Expenses	700
Total	6,102

**Emergency Management Service - Line 64-66**

Salaries	5,000
Expenses	19,040
Special Accounts	220
Total	24,260

**Shawsheen Valley School - Line 67 (AA)** 1,435,694

**Local Education - Line 68** 33,806,239

**Department of Public Works - Line 69-74**

Salaries	3,124,993
Expenses	1,482,797
Special Accounts	608,600
Rubbish & Garbage (AA)	1,452,415
Street Lights (AA)	262,300
Swift Law (AA)	20,000
Total	6,951,105

**Board of Health - Line 75-77**

Salaries	346,476
Expenses	53,819
Special Accounts	90,850
Total	491,145

**Council on Aging - Line 78-80**

Salaries	146,820
Expenses	11,375
Special Accounts	5,918
Total	164,113

**Veteran's Services - Line 81-83**

Salaries	97,631
Expenses	5,230
Special Accounts	52,500
Total	155,361

**Community Life Center - Line 84-85**

Salaries	343,687
Expenses	16,610
Total	360,297

**Disability Access - Line 86-87**

Salaries	1,831
Expenses	500
Total	2,331

**Library - Line 88-90**

Salaries	753,410
Expenses	127,115
Special Accounts	130,000
Total	1,010,525

**Recreation Director - Line 91-93**

Salaries	441,418
Expenses	36,440
Special Accounts	9,400
Total	487,258

**Recreation Maintenance - Line 94-95**

Salaries	613,106
Expenses	148,384
Total	761,490



**Historical Commission - Line 96**

Expenses	1,950
Total	1,950

**Debt Service - Line 97-98**

Principal (AA)	2,425,500
Interest (AA)	947,000
Total	3,372,500

**Reserve Fund - Line 99** 200,000

**County Retirement - Line 100 (AA)** 4,361,931

**Negotiated Settlements - Line 101** 100,000

**Stabilization (AA)- Line 102** 1,000,000

**53rd Week Payroll (AA)** 322,000

**Recommendations:** Ways & Means voted in favor.

The budget was unanimously voted as a whole with the exception of the following line items that were voted individually:

Town Admin./Selectmen 9-11, Central Admin. 19-28, Board of Appeals 48-50, Police 53-55, Shawsheen Valley School 67, Board of Health 75-77, and Recreation Maintenance 94-95.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

**ARTICLE 7 RE: Fund the Administrative & Professional Compensation Plan**

To see if the Town will vote to adopt the Administrative & Professional Compensation Plan for Fiscal Year 2006, and transfer from the Negotiated Settlement Account the amount of \$60,000 or any other amount, for the purpose of funding the plan under the direction of the appropriate authorities, or to act in any other manner in relation thereto.

**MAIN MOTION:** Transfer from FY2006 Negotiated Salary Account the sum of \$60,000 to pay for salary adjustments to the Town's Administrative & Professional Compensation Plan.

**Recommendations:** Ways & Means voted 8-0-1 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 8 RE: Fund the Part-time Compensation Plan**

To see if the Town will vote to transfer from the Negotiated Settlement account the sum of \$6,000 or any other amount, for the purpose of funding the Part-time Salary Plan (under 20 hours) for Fiscal Year 2006, same to

be spent under the appropriate authority, or to act in any other manner in relation thereto.

**MAIN MOTION:** Transfer from FY2006 Negotiated Salary Account the sum of \$6,000 to pay for salary adjustments to the Town's Part Time Compensation Plan.

**Recommendations:** Ways & Means voted 8-0-1 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 9 RE: Will of Marshall Simonds**

To see if the Town will vote to accept from the Trustees under the will of Marshall Simonds the sum of \$9,500 or any other amount, for the maintenance and improvements of Simonds Park, same to be spent under the direction of the Recreation Commissioners, or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

**Recommendations:** Ways & Means voted 12-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 10 RE: Drug and Alcohol Task Force**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$2,500 or any other amount, to fund the expenses of the Burlington Drug and Alcohol Task Force, same to be spent under the direction of the Board of Selectmen, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to raise and appropriate the sum of \$2,500 to fund the expenses of the Burlington Drug and Alcohol Task Force.

**Recommendations:** Ways & Means voted 12-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 11 RE: Establish Revolving Account/Trash Recycling**

To see if the Town will vote pursuant to Massachusetts General Laws Chapter 44, Section 53E? to establish a Revolving Account to allow receipts from the sale of recyclable materials by the Town to be segregated into a separate account, with funds there from, up to a limit of \$100,000 annually, to be expended under the direction of the Board of Selectmen to offset the cost of curbside collection and disposal of solid waste; or to take any action relative thereto.

**MAIN MOTION:** As printed in the Warrant

**Recommendations:** Ways & Means voted 9-0-2 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 12 RE: Establish Revolving Funds**

To see if the Town will vote to authorize revolving funds for certain Town Departments under M.G.L. Chapter 44 S.53E1/2 for the fiscal year beginning July 1, 2005, or to take any other action relation thereto.

Revolving Account	Spending Authority	Revenue Source	Allowed Expenses	Expenditure Limits	Year End Balance
Home Composting	Public Works	Fees charged for compost bins	Purchase of compost bins	\$5,000	Available for expenditure next year
Cross Connection-Backflow prevention	Public Works	Fees charged for testing devices that prevent mixing of potable and non-potable water	Contract services to EPA authorized vendors who perform the testing.	\$15,000	Available for expenditure next year
B-line Local Mini Bus	Public Works	Bus user fees	Salaries, expenses, contractual services to operate the in-town B-Line bus service.	\$15,000	Available for expenditure next year
Nursing Programs & Services	Board of Health	Fees charged for medical & screening services and government or private reimbursements; i.e. Flu/Pneumonia vaccination	Medical equipment and supplies, immunizations, educational materials	\$10,000	Available for expenditure next year
Plan Imaging	Bldg. Dept.	2% of Building Department Fees Not to exceed \$10,000 annually	Archival imaging of building permit drawings and specifications	\$20,000	Available for expenditure next year

**MAIN MOTION:** As printed in the Warrant

**Recommendations:** Ways & Means voted 12-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 13 RE: Fund FY 2006 Capital Budget**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum of money, or any other sum, for the items contained within the following proposed Fiscal Year 2006 Capital Budget, same to be spent under the appropriate authorities as indicated:

PROJ. NO.	Dept	Project Name/Description	Spending Authority	Approp. Request
<b>FROM SEWER ENTERPRISE FUND 06-1 thru 06-3</b>				
06-1	DPW/6"	Diesel Pump	Selectmen	20,000
06-2	DPW/150 KW Generator	(Lucaya Circle)	Selectmen	40,000
06-3	DPW/Terrace Hall Pump		Selectmen	13,623
<b>RAISE AND APPROPRIATE 06-4 THRU 06-11</b>				
06-4	DPW/Highway Vehicle		Selectmen	20,862
06-05	DPW/Ground Water Treatment		Selectmen	26,000

	Plant Filters (2)		
06-06	Recreation/Dump Truck Replacement	Selectmen	40,400
06-07	Recreation/Simonds Park Improvements	Rec. Comm.	50,000
06-08	Recreation/Restrooms at Rahanis Park	Rec. Comm.	101,125
06-09	Fire Dept/Two Vehicles	Selectmen	45,750
06-10	Info Sys./Town-wide Network Upgrade	Selectmen	40,000
06-11	Bldg. Dept./Vehicle	Selectmen	25,000
06-12	Library/Security System	Library Comm.	15,000

or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to raise and appropriate, transfer from available funds the items contained within the following proposed Fiscal Year 2006 Capital Budget, same to be spent under the appropriate authorities as indicated:

PROJ. NO.	Dept	Project Name/Description	Spending Authority	Approp. Request
<b>FROM SEWER ENTERPRISE FUND 06-1 thru 06-3</b>				
06-01	DPW/6"	Diesel Pump	Selectmen	20,000
06-02	DPW/150 KW Generator	(Lucaya Circle)	Selectmen	40,000
06-03	DPW/Terrace Hall Pump		Selectmen	13,623
<b>RAISE AND APPROPRIATE 06-04 THRU 06-06</b>				
06-04	DPW/Highway Vehicle		Selectmen	20,862
06-05	DPW/Ground Water Treatment Plant	Filters (2)	Selectmen	26,000
06-06	Recreation/Dump Truck Replacement		Selectmen	40,400
<b>FROM FREE CASH 06-07, 06-08</b>				
There was a division of the house and tellers were appointed. By a vote of 41 in favor and 27 opposed, the motion carried under 06-07.				
06-07	Recreation/Simonds Park	Improvements	Rec. Comm.	50,000
06-08	Recreation/Restrooms at Rahanis Park		Rec. Comm.	83,740

**ACTION: MAJORITY APPROVED ITEMS 06-01- 06-08**

At 11:10 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew

Town Clerk

ADJOURNED (FIRST) TOWN MEETING  
FOGELBERG AUDITORIUM, BHS  
WEDNESDAY, MAY 11, 2005

A quorum being present, the meeting was called to order at 7:40 P.M. with a salute to the flag.

A motion to adjourn to Mon. May 16, 2005 to complete the business of the Warrant, if necessary, was moved, seconded and so voted. The reading of the Warrant and Constable's Report was waived upon unanimous consent.

**ARTICLE 4 RE: Security Measures/Schools**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$178,000 or some other amount, to be expended at the direction of the School Committee, to pay cost of the implementation of security measures which may include camera systems monitors and/or security personnel at the Burlington Schools including the payment of all costs incidental and related to this project, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will appropriate the sum of \$103,034 for the purpose of installing Security Systems including exterior cameras at the High School and front door cameras at the Memorial School and to fund said appropriation with \$65,000 originally borrowed for Public Safety Console replacement as authorized by a vote taken under Article 10 of the Warrant at the Special Town Meeting on September 8, 2003 which is no longer needed to complete the project for which it was originally borrowed and \$38,034 from Free Cash.

**Recommendations:** Ways & Means voted 7-5 in favor. Capital Budget voted 6-0-0 in favor.

An amendment to substitute the main motion with the following motion was moved and seconded.

**AMENDMENT:** To see if the Town will vote to raise and appropriate the sum of \$178,000 to be expended at the direction of the School Committee, to pay cost of the implementation of security measures which may include camera systems monitors and/or security personnel at the Burlington Schools including the payment of all costs incidental and related to this project and to fund said appropriation with \$65,000 from Article 10 of the September 8, 2003 Town Meeting, \$38,034 from Free Cash, and \$74,966 from raise and appropriate.

A motion to end debate was moved, seconded and so voted.

There was a division of the house and tellers were appointed. By a vote of 58 in favor and 30 opposed the amendment carried. The main motion as amended carried.

**ACTION: MAJORITY APPROVED MAIN MOTION AS AMENDED****ARTICLE 13 RE: Fund FY 2006 Capital Budget Cont'd.****RAISE AND APPROPRIATE 06-09 THRU 06-12**

06-09	Fire Dept/Two Vehicles	Selectmen	45,750
06-10	Info Sys./Town-wide Network Upgrade	Selectmen	40,000
06-11	Bldg. Dept./Vehicle	Selectmen	25,000
06-12	Library/Security System	Library Comm.	15,000

**Recommendations:** Ways & Means voted in favor. Capital Budget voted in favor of all except items 06-07, 06-10, and 06-12.

**ACTION: MAJORITY APPROVED ITEMS 06-09 – 06-12****ARTICLE 14 RE: Chapter 90**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$539,269 or any other amount, to pay for the purpose of funding roadway improvements, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

**MAIN MOTION:** Move that the Town vote to accept the Chapter 90 allocation of \$539,269 and appropriate the sum of \$539,269 for the purpose of funding the paving, drainage repairs and installation of sidewalks, same to be spent under the direction of the Town Administrator

**Recommendations:** Ways & Means voted in favor. Capital Budget voted 6-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION****ARTICLE 15 RE: Bond Authorization for Water Treatment Plant**

To see if the Town will vote to raise and appropriate, borrow or otherwise provide \$6,600,000 or some other amount, to pay costs of upgrading the Mill Pond Water Treatment Plant, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will appropriate the sum of \$7,200,000 for the purpose of financing the design, engineering and renovation of the Mill Pond Treatment Plant and water line replacement, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws, as most recently amended by St. 1998, c.78; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow \$7,200,000 and issue bonds or notes therefore under

(Chapter 44 of the General Laws or insert reference to other applicable general or special law governing the issuance of local bonds) and/or Chapter 29C of the General Laws, as most recently amended by St. 1998, c.78; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Selectmen determines that they should be issued as limited obligations and may be secured by the local system revenues as defined in Section 1 of Chapter 29C, as most recently amended by St. 1998, C.78; that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C, as most recently amended by St. 1998, c.78; and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the (Board of Selectmen, Board of Public Works or other appropriate local body or official) is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

**Recommendations:** Ways & Means voted 12-0 in favor. Capital Budget voted 6-0-0 in favor. Board of Selectmen voted 5-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

**ARTICLE 16 RE: Odor Control**

To see if the Town will vote to raise, transfer from Sewer Enterprise Fund or otherwise provide the sum of \$20,000 or any other amount, for the purpose of controlling odor in Francis Wyman Sewer Pump Station, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to transfer from the Sewer Enterprise Fund the sum of \$20,000 for the purpose of controlling odor in Francis Wyman Sewer Pump station.

**Recommendations:** Ways & Means voted 11-0-0 in favor. Capital Budget voted 6-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 17 RE: Sludge Removal**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum

of \$40,000 or any other amount, for the purpose of removing sludge for the sludge lagoon in Mill Pond, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to appropriate the sum of \$40,000 for removal of sludge in the Mill Pond Lagoon and to fund such appropriation with Free Cash.

**Recommendations:** Ways & Means voted 11-0-0 in favor. Capital Budget voted 6-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 18 RE: Leak Detection**

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of \$20,000 or any other amount, for the purpose of leak detection in all waterlines as mandated by DED, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to appropriate the sum of \$20,000 for the purpose of leak detection in all waterlines as mandated by DEP and to fund such appropriation with Free Cash.

**Recommendations:** Ways & Means voted 11-0-0 in favor. Capital Budget voted 6-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 19 RE: Stream Cleaning**

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of \$50,000 or any other the amount for the purpose of stream cleaning by vactor, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to appropriate the sum of \$50,000 for the purpose of stream cleaning by vactor, or other mechanical means and to fund said appropriation with Free Cash.

**Recommendations:** Ways & Means voted 12-0-0 in favor. Capital Budget voted 6-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 20 RE: Ice Palace Enterprise Fund**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$712,491.58 or any other amount, to operate the Burlington Ice Palace, of which the \$712,491.58 will come from the Burlington Ice Palace Estimated Revenue Account, same to be spent under the direction of the Board

of Selectmen, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to Raise and Appropriate the sum of \$712,491.58 to operate the Burlington Ice Palace, of which \$712,491.58 will come from FY04 Ice Palace Estimated Revenue Account.

**Recommendations:** Ways & Means voted 14-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 21 RE: Sewer Services Enterprise Fund**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of money sufficient to cover the Fiscal Year 2006 Sewer Services Enterprise Operating Budget, or to act in any other manner in relation thereto.

**MAIN MOTION:** To raise and appropriate the sum of \$3,731,000 to operate the Sewer Services Enterprise of which \$3,731,000 will come from the Sewer Services Enterprise Estimated Revenue Account.

**Recommendations:** Ways & Means voted 12-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

At 10:00 P.M., a motion to adjourn was moved, seconded, and so voted.

Attest:

Jane L. Chew

Town Clerk

ADJOURNED (THIRD) TOWN MEETING  
MONDAY, SEPTEMBER 26, 2005  
FOGELBERG AUDITORIUM – BHS

A quorum being present, the meeting was called to order at 7:40 P.M. with a salute to the flag. A motion to adjourn to Wednesday, September 28, 2005 to complete the warrant, if necessary, was moved, seconded and so voted. The reading of the Warrant and Constable's Report was waived upon unanimous consent.

**ARTICLE 1 RE: Reports of Town Officers & Committees**

To hear and act on the reports of the Town Officers and Committees, or to act in any other manner in relation thereto.

Selectman Rollins reported on the progress of the Route 3A Sub-Committee. Dr. Picone updated the members on the progress of the School Master Plan.

The Moderator announced that further committee reports would be heard when respective articles were discussed.

**ARTICLE 2 RE: Additional Professional Staff and Supplies at Memorial School**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$50,000 or any other sum, for the purpose of funding an additional second grade classroom teacher's salary and required supplies including the payment of all costs incidental and related, same to be spent under the direction of the School Committee, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of funding an additional second grade classroom teacher's salary and required supplies including the payment of all costs incidental and related, same to be spent under the direction of the School Committee.

**Recommendations:** Ways & Means voted 11-1-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 3 RE: Funding for Out of District Placement**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$18,550 or any other sum to pay for the Town's tuition obligation for an out of district placement of a Burlington student, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to raise and appropriate the sum of \$18,550 to pay for the Town's tuition obligation for an out of district placement of a Burlington student.

**Recommendations:** Ways & Means voted 9-3-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 4 RE: Funding for FY 2006 SPED Cost**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$100,000 or any other sum to pay for unexpected cost related to SPED enrollments for FY2006, or to act in any other manner in relation thereto.

**MAIN MOTION:** Withdrawn

**ARTICLE 5 RE: Funding for Prior Year Bills**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$120,000 or any other sum to pay for unexpected cost related to prior year bills, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to raise and appropriate the sum of \$120,000 to pay for FY2005 regular education transportation cost.

**Recommendations:** Ways & Means voted 11-1-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

**ARTICLE 6 RE: Special Counsel/Pending Appellant Tax Board Cases**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$50,000 or any other sum for the purpose of hiring special counsel and expert witnesses to defend pending Appellant Tax Board cases, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of hiring special counsel and expert witnesses to defend pending Appellant Tax Board cases.

**Recommendations:** Ways & Means voted 9-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 7 RE: Stabilization Fund**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$300,000 or any other sum to be placed in the Town's Stabilization Fund, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to raise and appropriate the sum of \$300,000 to fund the Town's Stabilization Account.

**Recommendations:** Ways & Means voted 12-0-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

**ARTICLE 8 RE: Reserve Account**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$100,000 or any other sum to be placed in the Town's Reserve Account, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to raise and appropriate the sum of \$100,000 to fund the Ways & Means FY2006 Reserve Fund.

**Recommendations:** Ways & Means voted 12-0-0 in favor.

**ACTION: MAJORITY APPROVED THE MAIN MOTION**

**ARTICLE 9 RE: Amend General Bylaw, Article II, Representative Town Meeting Section 2.0 Town Meeting Members**

To see if the Town will vote to amend the General Bylaws, Article II, Representative Town Meeting, Section 2.0 Town Meeting Members by adding the following sentence after the fourth (4th) paragraph: "Write-in candidates must receive a minimum of ten (10) votes to be elected."

**MAIN MOTION:** To see if the town will vote to amend the General Bylaws, Article II, Representative Town Meeting, Section 2.0 Town Meeting Members by adding the following sentence after the fourth (4th) paragraph: "Write-in Candidates must receive a minimum of ten (10) votes to be elected."

AND FURTHER;

To petition the legislature to amend Chapter 686 of the Acts of 1970, Section 4 by adding the following: "Write-in Candidates must receive a minimum of ten (10) votes to be elected."

**Recommendations:** Bylaw Review Committee voted 4-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**App'd. A.G. . Adv. Daily Times .**

**ARTICLE 10 RE: Acceptance of Real Estate Exemption Provisions**

To see if the Town will vote, pursuant to Chapter 73 of the Acts of 1986, as amended, to grant an additional exemption to taxpayers who otherwise qualify for an exemption under G.L. Chapter 59, Section 5, Clauses 17D, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41C, 42 or 43, of 100% of said exemptions, provided however, that in no instance shall the taxable valuation of such property, after all applicable exemptions, be reduced below ten percent of its full and fair cash valuation or result in any taxpayer paying less than taxes paid in the preceding fiscal year, except through the application of G.L. Chapter 58, Section 8A, or G.L. Chapter 59, Section 5, Clause 18, or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

**Recommendations:** Ways & Means voted 9-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 11 RE: Adjustment of Real Estate Exemption Factors**

To see if the Town will vote, pursuant to G.L. Chapter 59, Section 5, Clause 41C, as amended by Chapter 184, Section 51 of the Acts of 2002, to decrease from 70 to 65 the age at which seniors become eligible to be granted a tax exemption under said Clause 41C and to increase the amount of said exemption from \$500.00 to \$1,000.00, or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

**Recommendations:** Ways & Means voted 12-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 12 RE: Acceptance of Chapter 59 Section 5, Clause 5B**

To see if the Town will vote to accept the provisions of General Laws Chapter 59, Section 5, Clause 5B to provide a real estate tax exemption to the extent of \$700,000.00 for the benefit of incorporated organizations of veterans of any war in which the United States has been engaged, or act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

**Recommendations:** Ways & Means voted 12-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 13 RE: Annual Town Election Date**

To see if the Town will vote to set the date of the 2006 Annual Town Election as Saturday, April 8, 2006 or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 14 RE: Street Acceptance**

To see if the Town will vote to authorize the Board of Selectmen to petition the State Legislature to enact legislation to accept, notwithstanding the provisions of General Laws Chapter 82, Section 23, certain roadways described in this article as public town ways, provided that, for each such way, the acceptance shall become final only after:

1. the way has been laid out by order of the Board of Selectmen at or subsequent to a duly called meet-

ing of which seven days prior notice in a newspaper of general circulation in the Town has been given;

2. an order of layout has been filed with the Town Clerk, together with a plan showing the boundaries and measurements of the way, which plan may be an already existing subdivision plan; and
3. either the Board of Selectmen has determined that the Town of Burlington already holds land or easements for the purposes of such town way and has filed that determination with the Town Clerk and there shall be a presumption that the Town of Burlington already holds easements for such purposes with respect to any way that has been open to public use and maintained by the Town of Burlington for twenty years or more; or
4. the Board of Selectmen has determined that it is necessary to acquire land or easements for the purposes of such town way and the Board of Selectmen has, within one hundred and twenty days after the filing of the plan with the Town Clerk, acquired such land or easements by gift, purchase or eminent domain under General Laws Chapter 79 by recording the deed or order of taking, provided that notwithstanding the provisions of said Chapter 79, no appraisal of damages shall be required prior to any taking by eminent domain for the purposes of this act, and no notice of taking or pro tanto award of damages must be sent to those who have an interest in the land or easements taken, but any person sustaining damage in his property shall have a period of three years from the recording of the order of taking to claim damages or challenge the validity of said taking, whether or not that person received actual notice of taking; provided that the Legislature provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of this petition.

**MAIN MOTION:** As printed in the Warrant

**ACTION: MAJORITY APPROVED MAIN MOTION**

At 9:40 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew

Town Clerk

## TOWN ACCOUNTANT

The Burlington Town Accounting Office would like to bid farewell to Gail LaPointe, who has accepted the Town Accountant's position for the Town of Reading. We appreciate her efforts over the past 2+ years. I started in my position as Town Accountant on November 14th and would like to thank everyone for the warm welcome that was extended to me upon my arrival. In particular, I would like to thank the staff members in the Accounting Office, Mickie Maguire, Laura Nichols, and Janine Carpenter for their assistance in getting me up to speed on the Town's operations. I would also like to commend the staff for their hard work in keeping the Town's accounting operation running smoothly during the period of time that the Town Accountant's position was vacant.

The following pages are a copy of the Town's audited financial statements for the fiscal year ended June 30, 2005 as prepared by our independent auditors.

Respectfully submitted,

Paul F. Sagarino Jr.  
Town Accountant



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***TOWN OF BURLINGTON, MASSACHUSETTS***

***REPORT ON EXAMINATION OF  
BASIC FINANCIAL STATEMENTS***

***FISCAL YEAR ENDED JUNE 30, 2005***

TOWN OF BURLINGTON, MASSACHUSETTSREPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTSJUNE 30, 2005**TABLE OF CONTENTS**

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**Powers & Sullivan**

Certified Public Accountants



**Independent Auditors' Report**

To the Honorable Board of Selectmen  
Town of Burlington, Massachusetts

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Burlington, Massachusetts, as of and for the fiscal year ended June 30, 2005, which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Burlington, Massachusetts' management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Burlington, Massachusetts, as of June 30, 2005, and the respective changes in financial position and cash flows, where applicable, thereof for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 10, 2005, on our consideration of the Town of Burlington, Massachusetts' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Management's discussion and analysis, located on the following pages, and schedule of revenues, expenditures and changes in fund balance – general fund – budgetary basis, located after the notes to the basic financial statements, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

November 10, 2005

## ***Management's Discussion and Analysis***

## Management's Discussion and Analysis

As management of the Town of Burlington, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2005. We encourage readers to consider the information presented in this report in conjunction with the Town's financial statements. All amounts unless otherwise noted, are presented in whole dollars.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town of Burlington's basic financial statements. These basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The government-wide financial statements provide both long-term and short-term information about the Town as a whole. The fund financial statements focus on the individual components of the Town government, reporting the Town's operations in more detail than the government-wide statements. Both presentations (government-wide and fund) allow the user to address relevant questions, broaden the basis of comparison and enhance the Town's accountability. An additional part of the basic financial statements are the notes to the financial statements. This report also contains other required supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of finances in a manner similar to private sector business.

The statement of net assets presents information on all assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (i.e. uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are primarily supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, education, public works, water, sewer, human services, culture and recreation, pension benefits, employee benefits, insurance, interest and state and county charges.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on near-term inflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar info presented for governmental activities in the government-wide financial statements. By doing so readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town of Burlington adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget. The budgetary comparison statement is presented as Required Supplementary Information after the notes to the financial statements.

**Proprietary funds.** The Town of Burlington maintains two types of proprietary funds.

Internal service funds are an accounting device used to accumulate and allocate costs internally among various functions. The Town uses internal service funds to account for health insurance activities and worker's compensation benefits. Because these services primarily benefit governmental rather than business-type activities, they have been included within governmental activities in the government-wide financial statements.

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town uses enterprise funds to account for its ice skating rink operations.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to the basic financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Financial Highlights.** The following pages provide financial highlights of the government-wide financial statements for Fiscal Year 2005 in comparison to Fiscal Year 2004.

### ***Government-wide Financial Analysis***

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. The Town of Burlington's assets exceeded liabilities by \$85.1 million at the close of Fiscal 2005, a decrease of \$249 thousand from the prior year.

Net assets of \$66.9 million (79%) reflects its investment in capital assets (e.g., land, buildings, infrastructure, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town's net assets totaling \$1.9 million (2%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net assets*, \$16.3 million (19%), may be used to meet the government's ongoing obligations to citizens and creditors.

At the end of the current fiscal year the Town of Burlington is able to report positive balances in all three categories of net assets, both for the Town as a whole, as well as for its separate governmental and business-type activities. The same situation held true in the prior year.

The financial analysis of the Town's governmental and business-type activities is presented on the following pages.

### Governmental Activities

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. For governmental activities, assets exceeded liabilities by \$84.4 million at the close of FY2005.

	Governmental Activities	
	2005	2004
<b>Assets:</b>		
Current assets.....	\$ 27,106,239	\$ 27,409,994
Noncurrent assets (excluding capital).....	2,698,000	2,917,000
Capital assets.....	88,110,147	85,844,126
<b>Total assets.....</b>	<b>117,914,386</b>	<b>116,171,120</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	5,502,465	6,009,443
Noncurrent liabilities (excluding debt).....	2,796,035	3,085,242
Current debt.....	2,796,035	2,934,728
Noncurrent debt.....	22,357,894	19,333,198
<b>Total liabilities.....</b>	<b>33,452,429</b>	<b>31,362,611</b>
<b>Net Assets:</b>		
Capital assets net of related debt.....	66,442,102	68,661,809
Restricted.....	1,948,520	1,626,555
Unrestricted.....	16,071,335	14,520,145
<b>Total net assets.....</b>	<b>\$ 84,461,957</b>	<b>\$ 84,808,509</b>

A significant portion of the Town's net assets, \$66.4 million (79%), reflects its investment in capital assets (i.e. land, buildings, building improvements, equipment, infrastructure, land improvements, library books and vehicles) less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to pay this debt must be provided from other sources, since capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town's net assets, \$1.9 million (2%), represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$16.1 million (19%) may be used to meet the government's ongoing obligations to citizens and creditors.

The governmental activities net assets decreased by \$347 thousand during the current fiscal year. The Town reported building permit revenues higher than anticipated by approximately \$1.1 million and a capital grant from the Massachusetts Water Resource Authority for approximately \$535 thousand. These additional income sources were offset by the recording of depreciation on capital assets.



	Governmental Activities	
	2005	2004
<b>Program revenues:</b>		
Charges for services.....	\$ 12,345,535	\$ 10,476,719
Operating grants and contributions.....	12,632,817	10,598,539
Capital grants and contributions.....	1,074,839	740,731
<b>General Revenues:</b>		
Real estate and personal property taxes.....	58,393,239	55,506,734
Motor vehicle excise taxes.....	3,020,720	2,905,962
Nonrestricted grants.....	3,499,676	2,768,062
Unrestricted investment income.....	310,603	220,415
Other revenues.....	1,191,768	1,382,323
<b>Total revenues.....</b>	<b>92,469,197</b>	<b>84,599,485</b>
<b>Expenses:</b>		
General government.....	3,871,431	3,972,810
Public safety.....	12,671,075	11,393,829
Education.....	38,231,980	37,490,335
Public works.....	8,226,915	7,294,621
Water and sewer.....	6,296,851	6,158,692
Human services.....	1,133,899	1,114,399
Culture and recreation.....	3,328,748	2,986,825
Pension benefits.....	9,147,500	7,576,157
Employee benefits and insurance.....	8,460,984	7,919,328
Interest.....	872,643	1,014,960
State and county charges.....	552,963	583,571
<b>Total expenses.....</b>	<b>92,794,989</b>	<b>87,505,527</b>
<b>Transfers.....</b>	<b>(20,760)</b>	<b>-</b>
<b>Change in net assets.....</b>	<b>\$ (346,552)</b>	<b>\$ (2,906,042)</b>

Governmental expenses totaled \$92.8 million of which \$26 million was directly supported by program revenues consisting of charges for services, operating and capital grants and contributions. General revenues totaled \$66.4 million, primarily coming from property taxes, excise taxes, and grants not restricted to specific programs.

Charges for services represent about 47% of governmental program revenues. The Town can exercise more control over this category of revenue than any other. Fees charged for services rendered that are set by Town Meeting, the Board of Selectmen, Town boards and commissions and the Town Administrator are included in this category.

Operating and capital grants and contributions account for 53% of the governmental program revenues. Most of these resources apply to education operations. These resources offset costs of the school department over and above the general fund operating budget.

Property taxes are the most significant revenue source for the Town's governmental activities. They comprise 63% of all resources.

Other taxes comprise 3% of the governmental activity's resources.

Education is by far the largest governmental activity of the Town. A total of approximately \$38.2 million was expended for education, of which approximately \$6.5 million was funded by program revenues. The remaining \$31.7 was funded by taxes and other revenue.

Public safety and employee benefits are the second and third largest activities of the Town. Approximately \$12.7 million and \$8.5 million were needed, from program and other revenue sources, to cover their FY05 operating expenses, respectively.

### Business-type Activities

For the Town's business-type activities, assets exceeded liabilities by \$662 thousand at the close of FY2005.

	Business-type Activities	
	2005	2004
<b>Assets:</b>		
Current assets.....	\$ 236,140	\$ 236,308
Capital assets.....	1,449,335	1,510,128
<b>Total assets.....</b>	<b>1,685,475</b>	<b>1,746,434</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	21,369	25,199
Current debt.....	169,572	155,133
Noncurrent debt.....	832,817	1,002,369
<b>Total liabilities.....</b>	<b>1,023,758</b>	<b>1,182,721</b>
<b>Net Assets:</b>		
Capital assets net of related debt.....	446,946	352,604
Unrestricted.....	214,771	211,109
<b>Total net assets.....</b>	<b>\$ 661,717</b>	<b>\$ 563,713</b>

Business-type net assets of \$447 thousand (67%) represent investments in capital assets net of related debt. The remaining \$215 thousand (33%) is available to be used for the ongoing operation of the Town's Ice Palace Skating Rink activities.

At the end of the current fiscal year, the Town is able to report positive balances in all categories of net assets, both for the government as a whole, as well as for its separate governmental and business-type activities.

There was an increase of \$98 thousand in net assets reported in connection with the Ice Palace Skating Rink business-type activities attributable to budgeting revenues sufficient to cover current operational costs and to acquire capital assets.

	Business-type Activities	
	2005	2004
<b>Program revenues:</b>		
Charges for services.....	\$ 697,751	\$ 731,257
<b>General revenues:</b>		
Unrestricted investment income.....	1,193	286
<b>Total revenues.....</b>	<b>698,944</b>	<b>731,543</b>
<b>Expenses:</b>		
Cost of services and administration.....	621,700	675,292
<b>Total expenses.....</b>	<b>621,700</b>	<b>675,292</b>
<b>Transfers.....</b>	<b>20,760</b>	<b>-</b>
<b>Change in net assets.....</b>	<b>\$ 98,004</b>	<b>\$ 56,251</b>

### Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

**Governmental funds.** The focus of governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$15.1 million, of which \$9.2 million is related to the general fund and \$5.9 million is related to nonmajor governmental funds. Within the nonmajor funds, \$2 million is attributed to the stabilization fund, \$315 thousand is attributed to capital projects, \$3.2 million is attributed to the Town's special revenue accounts, and \$403 thousand is attributed to the permanent trust funds.

The general fund is the chief operating fund of the Town of Burlington. At the end of the current fiscal year, undesignated fund balance of the general fund was \$4.5 million while total fund balance was \$9.2 million. As a measure of the general fund's liquidity, it may be useful to compare both undesignated fund balance and the total fund balance to total fund expenditures. Undesignated fund balance represents 5.3% of the total general fund expenditures, while total fund balance represents 10.8% of that same amount. Reservation of fund balance for encumbrances and continuing appropriations totaled \$1.4 million. Additionally, \$282 thousand was designated for amounts voted to be used in FY06 and \$3 million was designated for joint ventures relating to the Town's participation in the Northeast Solid Waste Committee.

The Town's general fund balance increased by \$257 thousand during fiscal year 2005. The Town budgeted to use \$1.3 million of reserves to balance the fiscal year 2005 budget. Actual results on a budgetary basis had a net increase of approximately \$300 thousand. The most significant difference being revenue from building permits which exceeded expectations by over \$1.1 million. The results of the Town's water operations, which are reported in the general fund for the fund based statements, added an additional \$857 thousand to the general fund. The remaining (\$900) thousand is related to year-end accruals in recording revenues and expenditures.

### **General Fund Budgetary Highlights**

The \$1 million increase from the original budget of \$77.9 million and the final budget of \$78.9 million consists of \$440,000 from the sale of land to make structural repairs to a property known as Grandview Farm; \$95,000 from one-time municipal relief aid for a master education and facilities plan; \$310,000 from NESWC funds for the reserve fund (\$110,000), street lights (\$25,000), Town insurance (\$100,000), and repairs to Wildwood School (\$75,000); \$35,000 for administrative salaries and \$121,562 from insurance reimbursements for lightening strike repairs.

Real estate taxes exceeded expectations by approximately \$323 thousand, and building permits exceeded expectations by approximately \$1.1 million due to new development in the Town. The Town over-expended its budgets for snow and ice removal, state and county charges and employee benefits.

### **Capital Asset and Debt Administration**

In conjunction with the annual operating budget the Town of Burlington annually prepares a capital budget for the upcoming fiscal year and a five year Capital Improvement Plan (CIP) that is used as a guide for future capital expenditures.

The Town maintained an "AA+" bond rating from Moody's Investors Service. The Town continues to maintain strong market access for both note and bond sales. At the end of the fiscal year the Town had total bonded debt outstanding of \$25,856,318 of which \$10,912,000 is related to school projects, \$3,900,000 is related to the water treatment facility, \$1,400,000 is related to the construction of the Town library, \$1,400,000 relates to public safety projects, \$2,600,000 relates to the Town Hall remodeling, \$2,200,000 relates to land acquisition, and \$629,000 relates to the Ice Palace, leaving a balance of \$2,615,000 for other CIP related projects. The entire amount is classified as general obligation debt and is backed by the full faith and credit of the Town. The Town has no revenue bonds outstanding, which are bonds secured solely by specific revenue sources.

The Town issued \$653,730 of general obligation sewer bonds in FY2005 through the Massachusetts Water Resource Authority (MWRA), which are interest free. The Town also issued \$4,867,000 in bond anticipation notes (BANS) to fund the school remodeling project. On August 1, 2005, the BANs were permanently financed as long-term general obligation bonds, which meets the criteria for treatment as long-term debt on the year-end financial statements.

The Commonwealth of Massachusetts is obligated to provide school construction assistance for approved school projects. The assistance is paid annually to support the debt service payments over time. At June 30, 2005 the Town is scheduled to receive approximately \$2.8 million of future reimbursements for approved construction costs.

Please refer to the notes to the financial statements for further discussion of the major capital and debt activity.

### **Requests for Information**

This financial report is designed to provide a general overview of the Town of Burlington's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Town Accountant, 29 Center Street, Burlington, MA 01803.

## ***Basic Financial Statements***

## STATEMENT OF NET ASSETS

JUNE 30, 2005

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
<b>CURRENT:</b>			
Cash and cash equivalents	\$ 16,894,469	\$ 186,812	\$ 17,081,281
Investments	2,150,765	49,328	2,200,093
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes	996,898	-	996,898
Real estate tax deferrals	68,317	-	68,317
Tax liens	560,788	-	560,788
Motor vehicle excise taxes	338,242	-	338,242
Water and sewer fees	1,518,735	-	1,518,735
Departmental and other	214,177	-	214,177
Intergovernmental	1,064,445	-	1,064,445
Investment in joint venture	3,069,584	-	3,069,584
Other assets	143,960	-	143,960
Tax foreclosures	85,859	-	85,859
<b>NONCURRENT:</b>			
Receivables, net of allowance for uncollectibles:			
Intergovernmental	2,698,000	-	2,698,000
Capital assets, net of accumulated depreciation:			
Depreciable	70,409,334	944,335	71,353,669
Nondepreciable	17,700,813	505,000	18,205,813
<b>TOTAL ASSETS</b>	<b>117,914,386</b>	<b>1,685,475</b>	<b>119,599,861</b>
<b>LIABILITIES</b>			
<b>CURRENT:</b>			
Warrants payable	1,733,083	-	1,733,083
Accrued payroll	1,710,343	-	1,710,343
Tax refunds payable	720,000	-	720,000
Accrued interest	384,405	21,369	405,774
Other liabilities	419,155	-	419,155
Capital lease obligations	150,514	-	150,514
Compensated absences	1,820,000	-	1,820,000
Workers' compensation	81,000	-	81,000
Bonds and notes payable	2,796,035	169,572	2,965,607
<b>NONCURRENT:</b>			
Compensated absences	1,280,000	-	1,280,000
Bonds and notes payable	22,357,694	832,817	23,190,511
<b>TOTAL LIABILITIES</b>	<b>33,452,429</b>	<b>1,023,758</b>	<b>34,476,187</b>
<b>NET ASSETS</b>			
Invested in capital assets, net of related debt	66,442,102	446,948	66,889,048
Restricted for:			
Permanent funds:			
Expendable	45,566	-	45,566
Nonexpendable	357,904	-	357,904
Other purposes	1,545,050	-	1,545,050
Unrestricted	16,071,335	214,771	16,286,106
<b>TOTAL NET ASSETS</b>	<b>\$ 84,461,957</b>	<b>\$ 661,717</b>	<b>\$ 85,123,674</b>

See notes to basic financial statements.

## STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2005

Functions/Programs	Program Revenues				
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue
<b>Primary Government:</b>					
<i>Governmental Activities:</i>					
General government.....	\$ 3,871,431	\$ 1,883,203	\$ 284,941	\$ -	\$ (1,723,287)
Public safety.....	12,671,075	2,637,445	1,779,691	-	(8,253,939)
Education.....	38,231,980	1,675,951	4,780,516	-	(31,775,513)
Public works.....	8,226,915	195,653	120,484	539,969	(7,370,809)
Water and sewer.....	6,296,851	4,658,455	-	534,870	(1,103,526)
Human services.....	1,133,899	86,321	105,362	-	(942,216)
Culture and recreation.....	3,328,748	974,622	30,425	-	(2,323,701)
Pension benefits.....	9,147,500	-	5,531,398	-	(3,616,102)
Employee benefits and insurance.....	8,460,984	253,885	-	-	(8,207,099)
Interest.....	872,643	-	-	-	(872,643)
State and county charges.....	552,963	-	-	-	(552,963)
Total Governmental Activities.....	92,794,969	12,345,535	12,632,817	1,074,839	(66,741,798)
<i>Business-Type Activities:</i>					
Ice Palace.....	621,700	697,751	-	-	76,051
Total Primary Government.....	\$ 93,416,689	\$ 13,043,286	\$ 12,632,817	\$ 1,074,839	\$ (66,665,747)

See notes to basic financial statements.

(Continued)

STATEMENT OF ACTIVITIES (Continued)

FISCAL YEAR ENDED JUNE 30, 2005

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>Changes in net assets:</b>			
Net (expense) revenue from previous page.....	\$ <b>(66,741,798)</b>	\$ <b>76,051</b>	\$ <b>(66,665,747)</b>
General revenues:			
Real estate and personal property taxes, net of tax refunds payable.....	58,393,239	-	58,393,239
Tax liens.....	10,228	-	10,228
Motor vehicle excise taxes.....	3,020,720	-	3,020,720
Hotel/motel tax.....	989,502	-	989,502
Penalties and interest on taxes.....	268,937	-	268,937
Payments in lieu of taxes.....	15,536	-	15,536
Grants and contributions not restricted to specific programs.....	3,499,676	-	3,499,676
Unrestricted investment income.....	310,603	1,193	311,796
Miscellaneous.....	(92,435)	-	(92,435)
Transfers, net.....	(20,760)	20,760	-
Total general revenues and transfers.....	66,395,246	21,953	66,417,199
Change in net assets.....	(346,552)	98,004	(248,548)
Net Assets:			
Beginning of year.....	84,808,509	563,713	85,372,222
End of year.....	\$ <b>84,461,957</b>	\$ <b>661,717</b>	\$ <b>85,123,674</b>

(Concluded)



**GOVERNMENTAL FUNDS  
BALANCE SHEET**

JUNE 30, 2005

	General	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents.....	\$ 9,861,438	\$ 4,466,041	\$ 14,327,479
Investments.....	171,785	1,979,000	2,150,785
Receivables, net of uncollectibles:			
Real estate and personal property taxes.....	996,898	-	996,898
Real estate tax deferrals.....	68,317	-	68,317
Tax liens.....	560,788	-	560,788
Motor vehicle excise taxes.....	338,242	-	338,242
Water fees.....	544,323	-	544,323
Sewer fees.....	974,412	-	974,412
Departmental and other.....	214,177	-	214,177
Intergovernmental.....	2,871,000	891,445	3,762,445
Investment in joint venture.....	3,069,584	-	3,069,584
Other assets.....	143,960	-	143,960
Tax foreclosures.....	85,859	-	85,859
<b>TOTAL ASSETS.....</b>	<b>\$ 19,900,763</b>	<b>\$ 7,336,486</b>	<b>\$ 27,237,249</b>
<b>LIABILITIES AND FUND BALANCES</b>			
<b>LIABILITIES:</b>			
Warrants payable.....	\$ 1,351,126	\$ 381,957	\$ 1,733,083
Accrued payroll.....	1,710,343	-	1,710,343
Tax refunds payable.....	720,000	-	720,000
Accrued interest on short-term debt.....	8,250	-	8,250
Other liabilities.....	419,155	-	419,155
Deferred revenues.....	6,513,570	741,210	7,254,780
Notes payable.....	-	300,000	300,000
<b>TOTAL LIABILITIES.....</b>	<b>10,722,444</b>	<b>1,423,167</b>	<b>12,145,611</b>
<b>FUND BALANCES:</b>			
Reserved for:			
Encumbrances and continuing appropriations.....	1,351,697	-	1,351,697
Stabilization.....	-	1,997,171	1,997,171
Perpetual permanent funds.....	-	357,904	357,904
Unreserved:			
Designated for investment in joint venture.....	3,069,584	-	3,069,584
Designated for subsequent year's expenditures.....	281,774	-	281,774
Undesignated, reported in:			
General fund.....	4,475,264	-	4,475,264
Special revenue funds.....	-	3,197,794	3,197,794
Capital projects funds.....	-	314,884	314,884
Permanent funds.....	-	45,566	45,566
<b>TOTAL FUND BALANCES.....</b>	<b>9,178,319</b>	<b>5,913,319</b>	<b>15,091,638</b>
<b>TOTAL LIABILITIES AND FUND BALANCES.....</b>	<b>\$ 19,900,763</b>	<b>\$ 7,336,486</b>	<b>\$ 27,237,249</b>

See notes to basic financial statements.

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TOTAL FUND BALANCES TO THE STATEMENT OF NET ASSETS

JUNE 30, 2005

Total governmental fund balances.....	\$	15,091,636
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....		88,110,147
Accounts receivable are not available to pay for current-period expenditures and, therefore, are deferred in the funds.....		7,254,760
Internal service funds are used by management to account for retirees' health insurance and workers' compensation activities.		
The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net assets.....		2,566,990
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....		(376,155)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds		
Bonds and notes payable.....	(24,853,929)	
Capital lease obligations.....	(150,514)	
Workers compensation.....	(81,000)	
Compensated absences.....	(3,100,000)	
Net effect of reporting long-term liabilities.....		(28,185,443)
Net assets of governmental activities.....	\$	<u>84,461,957</u>

See notes to basic financial statements.

**GOVERNMENTAL FUNDS**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**

FISCAL YEAR ENDED JUNE 30, 2005

	General	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES:</b>			
Real estate and personal property taxes, net of tax refunds.....	\$ 58,250,711	\$ -	\$ 58,250,711
Tax liens.....	17,225	-	17,225
Motor vehicle excise taxes.....	2,866,171	-	2,866,171
Hotel/motel tax.....	989,502	-	989,502
Charges for services.....	378,686	-	378,686
Water and sewer charges.....	4,776,532	-	4,776,532
Penalties and interest on taxes.....	268,937	-	268,937
Fees and rentals.....	227,448	-	227,448
Payments in lieu of taxes.....	15,536	-	15,536
Licenses and permits.....	2,202,634	-	2,202,634
Intergovernmental.....	12,958,788	4,152,783	17,111,551
Departmental and other.....	658,950	3,194,269	3,853,219
Contributions.....	-	2,434	2,434
Investment income.....	183,581	76,334	260,915
Miscellaneous.....	11,671	653,397	665,068
<b>TOTAL REVENUES</b> .....	<b>83,816,371</b>	<b>8,079,196</b>	<b>91,895,567</b>
<b>EXPENDITURES:</b>			
Current:			
General government.....	3,338,917	326,632	3,665,749
Public safety.....	10,718,878	1,528,360	12,247,038
Education.....	34,026,700	8,307,639	42,334,339
Public works.....	5,734,348	1,152,654	6,887,002
Water and sewer.....	2,858,015	-	2,858,015
MWRA assessment.....	3,440,836	-	3,440,836
Human services.....	1,049,032	39,096	1,088,118
Culture and recreation.....	2,210,088	917,060	3,127,128
Pension benefits.....	9,147,500	-	9,147,500
Employee benefits and insurance.....	8,322,362	-	8,322,362
State and county charges.....	552,963	-	552,963
Debt service:			
Principal.....	2,484,727	-	2,484,727
Interest.....	912,331	-	912,331
<b>TOTAL EXPENDITURES</b> .....	<b>84,794,477</b>	<b>12,271,631</b>	<b>97,066,108</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b> .....	<b>(978,106)</b>	<b>(4,192,435)</b>	<b>(5,170,541)</b>
<b>OTHER FINANCING SOURCES (USES):</b>			
Proceeds from bonds and notes.....	653,730	4,867,000	5,520,730
Premium from issuance of bonds.....	53,316	-	53,316
Transfers in.....	1,252,565	424,000	1,676,565
Transfers out.....	(734,000)	(1,273,325)	(1,987,325)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b> .....	<b>1,236,611</b>	<b>4,017,675</b>	<b>5,253,288</b>
<b>NET CHANGE IN FUND BALANCES</b> .....	<b>257,505</b>	<b>(174,760)</b>	<b>82,745</b>
<b>FUND BALANCES AT BEGINNING OF YEAR</b> .....	<b>8,920,814</b>	<b>6,088,079</b>	<b>15,008,893</b>
<b>FUND BALANCES AT END OF YEAR</b> .....	<b>\$ 9,178,319</b>	<b>\$ 5,913,319</b>	<b>\$ 15,091,638</b>

See notes to basic financial statements.

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2005

Net change in fund balances - total governmental funds.....	\$	82,745
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Capital outlay.....	6,005,217	
Depreciation expense.....	<u>(3,739,196)</u>	
Net effect of reporting capital assets.....		2,266,021
Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue.....		
		279,057
The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.		
Proceeds from bonds and notes.....	(5,520,730)	
Debt service principal payments.....	<u>2,484,727</u>	
Net effect of reporting long-term debt.....		(3,036,003)
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.		
Net change in compensated absences accrual.....	(534,000)	
Net change in accrued interest on long-term debt.....	(13,628)	
Net change in workers compensation.....	14,000	
Net change in capital lease obligations.....	<u>139,305</u>	
Net effect of recording long-term liabilities and amortizing deferred losses.....		(394,323)
Internal service funds are used by management to account for health insurance and workers' compensation activities.		
The net activity of internal service funds is reported with Governmental Activities.....		<u>455,951</u>
Change in net assets of governmental activities.....	\$	<u>(348,552)</u>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
**STATEMENT OF NET ASSETS**

JUNE 30, 2005

	Business-type Activities Enterprise Funds	Governmental Activities - Internal Service Funds
	Ice Palace Enterprise	
<b>ASSETS</b>		
<b>CURRENT:</b>		
Cash and cash equivalents.....	\$ 186,812	\$ 2,566,990
Investments.....	49,328	-
Total current assets.....	236,140	2,566,990
<b>NONCURRENT:</b>		
Capital assets, net of accumulated depreciation:		
Depreciable.....	944,335	-
Nondepreciable.....	505,000	-
Total noncurrent assets.....	1,449,335	-
<b>TOTAL ASSETS.....</b>	<b>1,685,475</b>	<b>2,566,990</b>
<b>LIABILITIES</b>		
<b>CURRENT:</b>		
Accrued interest.....	21,369	-
Bonds and notes payable.....	169,572	-
Total current liabilities.....	190,941	-
<b>NONCURRENT:</b>		
Bonds and notes payable.....	832,817	-
<b>TOTAL LIABILITIES.....</b>	<b>1,023,758</b>	<b>-</b>
<b>NET ASSETS</b>		
Invested in capital assets, net of related debt.....	446,946	-
Unrestricted.....	214,771	2,566,990
<b>TOTAL NET ASSETS.....</b>	<b>\$ 661,717</b>	<b>\$ 2,566,990</b>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2005

	Business-type Activities Enterprise Funds	Governmental Activities - Internal Service Funds
	Ice Palace Enterprise	
<b>OPERATING REVENUES:</b>		
Employee contributions .....	\$ -	\$ 253,885
Employer contributions .....	-	738,070
Charges for services .....	697,751	-
<b>TOTAL OPERATING REVENUES .....</b>	<b>697,751</b>	<b>991,955</b>
<b>OPERATING EXPENSES:</b>		
Cost of services and administration .....	523,284	-
Depreciation .....	60,791	-
Employee benefits .....	-	876,692
<b>TOTAL OPERATING EXPENSES .....</b>	<b>584,075</b>	<b>876,692</b>
<b>OPERATING INCOME (LOSS) .....</b>	<b>113,676</b>	<b>115,263</b>
<b>NONOPERATING REVENUES (EXPENSES):</b>		
Investment income .....	1,193	40,688
Interest expense .....	(37,625)	-
<b>TOTAL NONOPERATING REVENUES (EXPENSES), NET .....</b>	<b>(36,432)</b>	<b>40,688</b>
<b>INCOME (LOSS) BEFORE OPERATING TRANSFERS .....</b>	<b>77,244</b>	<b>155,951</b>
<b>TRANSFERS:</b>		
Transfers in .....	20,760	300,000
<b>TOTAL TRANSFERS .....</b>	<b>20,760</b>	<b>300,000</b>
<b>CHANGE IN NET ASSETS .....</b>	<b>98,004</b>	<b>455,951</b>
<b>NET ASSETS AT BEGINNING OF YEAR .....</b>	<b>563,713</b>	<b>2,111,039</b>
<b>NET ASSETS AT END OF YEAR .....</b>	<b>\$ 661,717</b>	<b>\$ 2,566,990</b>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
**STATEMENT OF CASH FLOWS**

FISCAL YEAR ENDED JUNE 30, 2005

	Business-type Activities - Ice Palace Enterprise	Governmental Activities - Internal Service Funds
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES:</u></b>		
Receipts from customers and users.....	\$ 697,751	\$ -
Receipts from interfund services provided.....	-	991,955
Payments to vendors.....	(328,174)	-
Payments to employees.....	(195,110)	-
Payments for interfund services used.....	-	(876,692)
<b>NET CASH FROM OPERATING ACTIVITIES.....</b>	<b>174,467</b>	<b>115,263</b>
<b><u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u></b>		
Principal payments on bonds and notes.....	(155,133)	-
Interest expense.....	(41,455)	-
<b>NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....</b>	<b>(196,588)</b>	<b>-</b>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES:</u></b>		
Purchase of investments.....	(234)	-
Investment income.....	1,193	40,688
<b>NET CASH FROM INVESTING ACTIVITIES.....</b>	<b>959</b>	<b>40,688</b>
<b>NET CHANGE IN CASH AND SHORT-TERM INVESTMENTS.....</b>	<b>(402)</b>	<b>455,951</b>
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....</b>	<b>187,214</b>	<b>2,111,039</b>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR.....</b>	<b>\$ 186,812</b>	<b>\$ 2,566,990</b>
<b><u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:</u></b>		
Operating income (loss).....	\$ 113,676	\$ 115,263
Adjustments to reconcile operating income (loss) to net cash from operating activities:		
Depreciation.....	80,791	-
<b>NET CASH FROM OPERATING ACTIVITIES.....</b>	<b>\$ 174,467</b>	<b>\$ 115,263</b>

See notes to basic financial statements.

**FIDUCIARY FUNDS**  
STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2005

	Private Purpose Trust Funds	Agency Funds
<b>ASSETS</b>		
<b>CURRENT:</b>		
Cash and cash equivalents.....	\$ 505,226	\$ 262,838
Investments.....	717,566	-
Receivables, net of allowance for uncollectibles:		
Departmental and other.....	-	128,400
<b>TOTAL ASSETS</b> .....	<u>1,222,792</u>	<u>391,238</u>
<b>LIABILITIES</b>		
Warrants payable.....	-	3,365
Liabilities due depositors.....	-	259,473
Deferred revenue.....	-	128,400
<b>TOTAL LIABILITIES</b> .....	<u>-</u>	<u>391,238</u>
<b>NET ASSETS</b>		
Held in trust for other purposes.....	<u>\$ 1,222,792</u>	<u>\$ -</u>

See notes to basic financial statements.



**FIDUCIARY FUNDS**  
**STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS**

FISCAL YEAR ENDED JUNE 30, 2005

	Private Purpose Trust Funds
<u>ADDITIONS:</u>	
Contributions.....	\$ 250,527
Net investment income (loss):	
Interest.....	44,635
TOTAL ADDITIONS.....	295,162
<u>DEDUCTIONS:</u>	
Educational scholarships.....	244,237
TOTAL DEDUCTIONS.....	244,237
CHANGE IN NET ASSETS.....	50,925
NET ASSETS AT BEGINNING OF YEAR.....	1,171,867
NET ASSETS AT END OF YEAR.....	\$ 1,222,792

See notes to basic financial statements.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accompanying basic financial statements of the Town of Burlington, Massachusetts (Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant Town accounting policies are described herein.

**A. Reporting Entity**

The Town of Burlington, Massachusetts is a municipal corporation that is governed by an elected Board of Selectmen. As required by GAAP, these basic financial statements present the government and its component units, entities for which the Town is considered to be financially accountable.

For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. The Town has no Component Units that require inclusion in these basic financial statements.

*Joint Venture* – The Town is a member of the North East Solid Waste Committee (NESWC), a joint venture with 23 communities, organized to represent its members in all matters related with solid waste disposal at a regional waste-to-energy facility located in North Andover, Massachusetts. In accordance with a depository agreement, NESWC was granted control over various funds received from contractual communities. As of July 1, 2005, 100% of the remaining debt service was redeemed and no contingent liabilities related to the debt service exist for the member communities. NESWC's scheduled dissolution date is September 25, 2005, at which time any remaining equity balances will be returned to the respective member community. As of June 30, 2005, the Town's equity interest of approximately \$3,070,000 in the operation of NESWC is reported in the General Fund. Complete financial statements for NESWC can be obtained directly from their administrative office located at 3 Burlington Woods Park, Burlington, Massachusetts, 01803.

**B. Government-Wide and Fund Financial Statements***Government-Wide Financial Statements*

The government-wide financial statements (i.e., statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

*Fund Financial Statements*

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

*Major Fund Criteria*

Major funds must be reported if the following criteria are met:

- If the total assets, liabilities, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets, liabilities, etc.) for all funds of that category or type (total governmental or total enterprise funds), and
- If the total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation*Government-Wide Financial Statements*

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. Exceptions are charges between the general fund and Ice Palace Enterprise Fund. Elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

*Fund Financial Statements*

**Governmental** fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after fiscal year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental fund is reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for the proceeds of specific revenue sources (other than permanent funds or capital projects funds) that are restricted by law or administrative action to expenditures for specified purposes.

The *capital projects fund* is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Enterprise and Trust Funds).

The *permanent fund* and *perpetual permanent fund* are used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

**Proprietary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The *Ice Palace enterprise fund*, which is used to account for the Town's skating rink activities, is reported as a major proprietary fund.

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

Additionally, the following proprietary fund type is reported:

The *internal service fund* is used to account for the financing of services provided by one department to other departments or governmental units. The Town accounts for its risk financing activities related to health insurance and workers compensation in the internal service fund.

**Fiduciary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *private-purpose trust fund* is used to account for trust arrangements, other than those properly reported in the pension trust fund or permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

The *agency fund* is used to account for assets held in a purely custodial capacity.

Government-Wide and Fund Financial Statements

For enterprise fund accounting, all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or prior to November 30, 1989, are applied, unless those pronouncements conflict with or contradict GASB pronouncements.

D. Cash and InvestmentsGovernment-Wide and Fund Financial Statements

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

E. Accounts ReceivableGovernment-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

**Real Estate, Real Estate Tax Deferrals, Personal Property Taxes and Tax Liens**

Real estate and personal property taxes are levied and based on values assessed on January 1<sup>st</sup> of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup> and are subject to penalties and interest if they are not paid by the respective due date. Real estate tax liens are processed by the last day in September following the last billing cycle on delinquent properties. Real estate and personal property taxes levied are recorded as receivables in the fiscal year of the levy.

## Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

Real estate tax liens are processed six months after the close of the valuation year on delinquent properties and are recorded as receivables in the fiscal year they are processed. Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

**Motor Vehicle Excise Taxes**

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

**Water and Sewer Fees**

User fees are levied monthly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and Sewer liens are processed in December of every year and included as a lien on the property owner's tax bill. Water and Sewer charges and liens are recorded as receivables in the fiscal year of the levy.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

**Departmental and Other**

Departmental and other receivables consist primarily of police and fire details and are recorded as receivables in the fiscal year accrued. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

**Intergovernmental**

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

**F. Inventories***Government-Wide and Fund Financial Statements*

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements, and therefore are not reported.

## Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

G. Capital Assets*Government-Wide and Proprietary Fund Financial Statements*

Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costs in excess of \$5,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land and construction in progress) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements.....	20
Buildings.....	40
Building improvements.....	20-40
Equipment.....	5-10
Vehicles.....	5-20
Infrastructure.....	20-50

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

*Governmental Fund Financial Statements*

Capital asset costs are recorded as expenditures in the acquiring fund in the fiscal year of the purchase.

H. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

*Government-Wide Financial Statements*

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net assets. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net assets as "internal balances."



Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

*Fund Financial Statements*

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

L. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

*Government-Wide Financial Statements*

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net assets. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net."

*Fund Financial Statements*

Transfers between and within funds are not eliminated from the individual fund statements and are reported as transfers in and transfers out.

J. Deferred Revenue

Deferred revenue at the governmental fund financial statement level represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Deferred revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

K. Net Assets and Fund Equity

*Government-Wide Financial Statements (Net Assets)*

Net assets are reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net assets have been "restricted for" the following:

"Permanent funds - expendable" represents amounts held in trust for which the expenditures are restricted by various trust agreements.

"Permanent funds - nonexpendable" represents amounts held in trust for which only investment earnings may be expended.

"Other purposes" represents restrictions placed on assets from outside parties such as state and federal grants.



Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

*Fund Financial Statements (Fund Balances)*

Fund balances are reserved for amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use. Designations of fund balance represent tentative management plans that are subject to change.

Fund balances have been "reserved for" the following:

"Encumbrances and continuing appropriations" represents amounts obligated under purchase orders, contracts and other commitments for expenditures that are being carried over to the ensuing fiscal year.

"Stabilization" represents amounts internally set aside in a stabilization fund.

"Perpetual permanent funds" represents amounts held in trust for which only investment earnings may be expended.

Fund balances have been "designated for" the following:

"Investment in joint venture" represents the Town's equity interest in NESWC.

"Subsequent year's expenditures" represents amounts appropriated for the fiscal year 2006 operating budget.

L. Long-term debt*Government-Wide and Proprietary Fund Financial Statements*

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net assets. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

*Governmental Fund Financial Statements*

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

M. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income from proprietary funds is voluntarily assigned and transferred to the general fund.

N. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

*Government-Wide and Proprietary Fund Financial Statements*

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

*Governmental Fund Financial Statements*

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities.

O. Post Retirement Benefits

*Government-Wide and Fund Financial Statements*

In addition to providing pension benefits, health insurance coverage is provided for retired employees and their survivors in accordance with MGL, Chapter 32, on a pay-as-you-go basis. The cost of providing health insurance is recognized by recording the employer's share of insurance premiums in the general fund in the fiscal year paid. For the fiscal year ended June 30, 2005, this expense/expenditure totaled approximately \$2,294,000. There were approximately 538 participants eligible to receive benefits at June 30, 2005.

P. Use of Estimates

*Government-Wide and Fund Financial Statements*

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

Q. Total Column

*Government-Wide Financial Statements*

The total column presented on the government-wide financial statements represents consolidated financial information.

*Fund Financial Statements*

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

**NOTE 2 - CASH AND INVESTMENTS**

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and cash equivalents". The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (the Pool). The Treasurer may also invest trust funds in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth.

## Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. At fiscal year-end, the carrying amount of deposits totaled \$13,550,002 and the bank balance totaled \$14,603,589. Of the bank balance, \$724,926 was covered by Federal Depository Insurance, \$307,247 was covered by the Depositors Insurance Fund, and \$13,571,416 was exposed to custodial credit risk because it was uninsured and uncollateralized. The Town has not adopted a formal investment policy related to custodial credit risk of deposits.

Investments

As of June 30, 2005, the Town of Burlington had the following investments:

Investment Type	Fair Value	Maturity			
		Under 1 Year	1-5 Years	6-10 Years	Over 10 Years
<u>Debt Securities</u>					
U.S. Agencies	\$ 5,181	\$ -	\$ 5,181	\$ -	\$ -
U.S. Instrumentalities	2,052,238	-	1,864,213	188,025	-
Corporate Bonds	447,720	294,733	133,477	19,510	-
Repurchase Agreements (underlying):					
U.S. Agencies	317,325	317,325	-	-	-
Total Debt Securities	2,822,484	\$ 612,058	\$ 2,002,871	\$ 207,535	\$ -
<u>Other Investments</u>					
Equity Securities	412,520				
Equity Mutual Funds	22,756				
Money Market Mutual Funds	594,543				
MMDT	3,364,719				
Total Investments	\$ 7,217,002				

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. The Town's total custodial credit risk exposure for investments totals \$3,234,984, which consists of investments of \$5,181, in U.S. government agencies; \$2,052,238, in U.S. instrumentalities; \$447,720, in corporate bonds; \$317,325, in a repurchase agreement; and \$412,520 in equity securities, because the related securities are uninsured, unregistered and held by the counterparty.

The Town does not have a formal investment policy related to custodial credit risk for investments.

Interest Rate Risk

The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates for most investment types.

The \$317,325 repurchase agreement is invested in collateralized government backed securities. The Town's investment policy regarding repurchase agreements is as follows; utilize repurchase agreements only on a limited basis and then only with major Massachusetts financial institutions when no other more favorable action is possible and then only for a duration of no more than three days.

Credit Risk

The Town's investment policy regarding credit risk is the Treasurer shall subscribe to information reports from a recognized bank rating company. Direct investment in an institution shall be restricted to those ranked in the upper half of rating categories utilized by said company unless the Treasurer obtains additional adequate security for the investment or otherwise determines and documents in writing that the rating provided does not properly reflect the strength of the institution. Maintenance of disbursement or other types of accounts at institutions below a mid-range rating shall be limited, to the maximum extent possible, to a balance below \$100,000. When the rating falls to a "warning stage" or when more than one-half of an institution's capital and surplus has been lost in a 12-month period, any accounts shall be closed forthwith.

The Town's investments subject to credit risk disclosure at June 30, 2005 are rated as follows:

	Quality Ratings					
	Fair Value	AAA	A-	BB+	BB	Unrated
<b>Investment Type</b>						
U.S. Instrumentalities.....	\$ 2,052,238	\$ 2,052,238	\$ -	\$ -	\$ -	\$ -
Corporate Bonds.....	447,720	-	51,381	62,239	334,100	-
MMDT.....	3,364,719	-	-	-	-	3,364,719
<b>Total.....</b>	<b>\$ 5,864,677</b>	<b>\$ 2,052,238</b>	<b>\$ 51,381</b>	<b>\$ 62,239</b>	<b>\$ 334,100</b>	<b>\$ 3,364,719</b>

Concentration of Credit Risk

The Town has adopted a policy on the amount the government may invest in any one issuer. The policy is as follows; investment in a single institution may not exceed 10% of the institution's capital and surplus position as of the most recent quarterly data available to the Treasurer, nor may any investment in a single institution (other than MMDT) exceed 25% of the Treasurer's cash balance at any time. Up to 100% of available cash may be invested in the State's Treasurer's pooled fund.

## Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

More than 5 percent of the Town's investments are in the following securities:

**5% of Investments**

<u>Issuer</u>	<u>Percent of Investments</u>
Federal National Mortgage Association.....	6%
Federal Farm Credit Bank.....	7%
Federal Home Loan Mortgage.....	11%
MMDT.....	47%

**NOTE 3 - RECEIVABLES**

At June 30, 2005, receivables for the individual major governmental funds and nonmajor, internal service, and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	<u>Gross Amount</u>	<u>Allowance for Uncollectibles</u>	<u>Net Amount</u>
<u>Receivables and other asset types:</u>			
Real estate and personal property taxes.....	\$ 1,215,898	\$ (219,000)	\$ 996,898
Real estate tax deferrals.....	68,317	-	68,317
Tax liens.....	560,788	-	560,788
Motor vehicle excise taxes.....	498,242	(160,000)	338,242
Water and sewer fees.....	1,518,735	-	1,518,735
Departmental and other.....	451,177	(237,000)	214,177
Intergovernmental.....	3,762,445	-	3,762,445
Tax foreclosures.....	85,859	-	85,859
Total.....	<u>\$ 8,161,461</u>	<u>\$ (616,000)</u>	<u>\$ 7,545,461</u>

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the various components of *deferred revenue* reported in the governmental funds were as follows:

	<u>General Fund</u>	<u>Other Governmental Funds</u>	<u>Total</u>
<u>Receivables and other asset types:</u>			
Real estate and personal property taxes.....	\$ 856,473	\$ -	\$ 856,473
Real estate tax deferrals.....	68,317	-	68,317
Tax liens.....	560,683	-	560,683
Motor vehicle excise taxes.....	338,242	-	338,242
Water and sewer fees.....	1,518,819	-	1,518,819
Departmental and other.....	214,177	-	214,177
Intergovernmental.....	2,871,000	741,210	3,612,210
Tax foreclosures.....	85,859	-	85,859
Total.....	<u>\$ 6,513,570</u>	<u>\$ 741,210</u>	<u>\$ 7,254,780</u>

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

**NOTE 4 - CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2005, was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<b>Governmental Activities:</b>				
Capital assets not being depreciated:				
Land.....	\$ 17,700,813	\$ -	\$ -	\$ 17,700,813
Construction in progress.....	1,681,854	777,941	(1,806,248)	653,647
Total capital assets not being depreciated.....	19,382,767	777,941	(1,806,248)	18,354,460
Capital assets being depreciated:				
Land improvements.....	2,135,643	39,844	-	2,175,487
Buildings.....	30,663,577	-	-	30,663,577
Building improvements.....	19,842,864	5,710,457	-	25,553,421
Equipment.....	3,654,037	209,747	-	3,863,784
Vehicles.....	4,069,894	283,638	-	4,953,782
Infrastructure.....	83,566,960	789,588	-	84,356,557
Total capital assets being depreciated.....	144,533,084	7,033,524	-	151,566,608
Less accumulated depreciation for:				
Land improvements.....	(1,032,474)	(81,767)	-	(1,114,241)
Buildings.....	(24,764,208)	(675,721)	-	(25,439,929)
Building improvements.....	(4,337,987)	(784,336)	-	(5,122,323)
Equipment.....	(1,852,442)	(280,398)	-	(2,132,840)
Vehicles.....	(2,744,254)	(329,889)	-	(3,074,143)
Infrastructure.....	(43,340,360)	(1,587,085)	-	(44,927,445)
Total accumulated depreciation.....	(78,071,725)	(3,739,196)	-	(81,810,921)
Total capital assets being depreciated, net.....	66,461,359	3,294,328	-	69,755,687
Total governmental activities capital assets, net.....	\$ 85,844,126	\$ 4,072,269	\$ (1,806,248)	\$ 88,110,147

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

**Business-Type Activities**

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Ice Palace Activities:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 505,000	\$ -	\$ -	\$ 505,000
<u>Capital assets being depreciated:</u>				
Buildings.....	745,000	-	-	745,000
Building improvements.....	941,571	-	-	941,571
Total capital assets being depreciated.....	1,686,571	-	-	1,686,571
<u>Less accumulated depreciation for:</u>				
Buildings.....	(502,875)	(37,250)	-	(540,125)
Building improvements.....	(178,570)	(23,541)	-	(202,111)
Total accumulated depreciation.....	(681,445)	(60,791)	-	(742,236)
Total capital assets being depreciated, net.....	1,005,126	(60,791)	-	944,335
Total capital assets, net.....	\$ 1,510,126	\$ (60,791)	\$ -	\$ 1,449,335

Depreciation expense was charged to functions/programs of the primary government as follows:

**Governmental Activities:**

General government.....	\$ 247,709
Public safety.....	351,173
Education.....	1,170,015
Public works.....	1,759,220
Human services.....	4,503
Culture and recreation.....	206,576
Total depreciation expense - governmental activities.....	\$ 3,739,196

**Business-Type Activities:**

Ice Palace.....	\$ 60,791
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Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

**NOTE 5 - INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS**

Interfund transfers for the fiscal year ended June 30, 2005, are summarized as follows:

Transfers Out:	Transfers In:				Total
	General Fund	Nonmajor Governmental Funds	Ice Palace Enterprise Fund	Internal Service Funds	
General Fund .....	\$ -	\$ 424,000	\$ -	\$ 300,000	\$ 724,000
Nonmajor Governmental Funds .....	1,252,565	-	20,760	-	1,273,325
Total .....	\$ 1,252,565	\$ 424,000	\$ 20,760	\$ 300,000	\$ 1,997,325

**NOTE 6 - LEASES**

Capital Leases

The Town has entered into a lease agreement to finance the acquisition of school equipment. The lease agreements qualify as a capital leases for accounting purposes and, therefore, have been recorded at the present value of their future minimum lease payments as of the inception date. The following identifies the assets acquired through capital lease agreements:

**ASSETS ACQUIRED THROUGH CAPITAL LEASES:**

Asset	Governmental Activities
Machinery and equipment .....	\$ 446,489
Less: accumulated depreciation .....	(44,649)
Total .....	\$ 401,840

The future minimum lease obligations and the net present value of these minimum lease payments at June 30, 2005, are as follows:

Fiscal Years Ending June 30	Governmental Activities
2006 .....	\$ 157,337
Less: amounts representing interest .....	(6,823)
Present value of minimum lease payments .....	\$ 150,514



## Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

**NOTE 7 - SHORT-TERM FINANCING**

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund respectively.

Details related to the short-term debt activity for the fiscal year ended June 30, 2005, are as follows:

Type	Purpose	Interest Rate (%)	Due Date	Balance at June 30, 2004	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2005
BAN	Street lighting.....	1.19	08/05/04	\$ 450,000	\$ -	\$ 450,000	\$ -
BAN	Street lighting.....	2.75	08/04/05	-	300,000	-	300,000
Total.....				\$ 450,000	\$ 300,000	\$ 450,000	\$ 300,000

Subsequent to year end, the Town paid down \$150,000 of the street lighting BAN with available funds and refinanced the remaining \$150,000 at 3.5% as part of a new BAN which matures on August 4, 2006.

**NOTE 8 - LONG-TERM DEBT**

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit." In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit."

## Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

Details related to the outstanding indebtedness at June 30, 2005, and the debt service requirements are as follows:

**Bonds and Notes Payable Schedule – Governmental Funds**

Project	Interest Rate (%)	Outstanding at June 30, 2004	Issued	Redeemed	Outstanding at June 30, 2005
Water Treatment Facility.....	4.70	4,200,000	-	300,000	3,900,000
Town Hall Remodeling.....	4.70	2,800,000	-	200,000	2,600,000
School Remodeling.....	4.70	700,000	-	175,000	525,000
Wyman School.....	5.90	3,375,000	-	290,000	3,085,000
Police Station.....	6.17	145,000	-	145,000	-
School Remodeling.....	5.43	1,685,000	-	115,000	1,570,000
Water Project.....	5.43	180,000	-	30,000	150,000
Boiler Bonds.....	5.43	60,000	-	10,000	50,000
Police/Fire Equipment.....	2.35	250,000	-	50,000	200,000
Water Tank.....	3.19	600,000	-	60,000	540,000
Police Station Repairs.....	3.19	350,000	-	35,000	315,000
School.....	3.19	400,000	-	40,000	360,000
Roads.....	3.19	700,000	-	70,000	630,000
Water Mains.....	3.19	300,000	-	30,000	270,000
Remodeling.....	3.18	565,000	-	60,000	505,000
Seminatore Refunding.....	2.00	116,586	-	116,586	-
Landlocked Refunding.....	2.53	2,658,260	-	480,093	2,178,167
Police Station Refunding.....	2.69	907,494	-	15,104	892,390
Library Refunding.....	2.94	1,560,138	-	173,085	1,387,053
School Remodeling.....	4.23	-	4,867,000	-	4,867,000
MWRA Inflow/Infiltration.....	0.00	84,000	-	42,000	42,000
MWRA Inflow/Infiltration.....	0.00	86,778	-	28,926	57,852
MWRA Inflow/Infiltration.....	0.00	94,670	-	18,933	75,737
MWRA Inflow/Infiltration.....	0.00	-	653,730	-	653,730
Total.....		\$ 21,817,926	\$ 5,520,730	\$ 2,484,727	\$ 24,853,929

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

Debt service requirements for principal and interest for Governmental bonds payable in future fiscal years are as follows:

Fiscal Year	Principal	Interest	Total
2006.....	\$ 2,496,034	\$ 805,225	\$ 3,301,259
2007.....	2,688,711	1,044,987	3,733,698
2008.....	2,628,520	841,970	3,470,490
2009.....	2,425,840	742,883	3,168,723
2010.....	2,336,244	650,799	2,987,043
2011.....	1,708,580	557,813	2,266,393
2012.....	1,570,000	480,995	2,050,995
2013.....	1,570,000	407,428	1,977,428
2014.....	1,555,000	333,044	1,888,044
2015.....	1,140,000	259,577	1,399,577
2016.....	1,125,000	201,803	1,326,803
2017.....	860,000	153,605	1,013,605
2018.....	860,000	113,163	973,163
2019.....	360,000	72,411	432,411
2020.....	255,000	56,482	311,482
2021.....	255,000	46,410	301,410
2022.....	255,000	36,210	291,210
2023.....	255,000	26,010	281,010
2024.....	255,000	15,682	270,682
2025.....	255,000	5,235	260,235
Total.....	\$ 24,853,929	\$ 6,851,732	\$ 31,705,661

Bonds and Notes Payable Schedule – Ice Palace Enterprise Fund

Project	Interest Rate (%)	Outstanding at June 30, 2004	Issued	Redeemed	Outstanding at June 30, 2005
Ice Palace.....	6.17	\$ 95,000	\$ -	\$ 95,000	\$ -
Skating Rink.....	5.43	300,000	-	50,000	250,000
Ice Palace Refunding.....	2.77	762,522	-	10,133	752,389
Total.....		\$ 1,157,522	\$ -	\$ 155,133	\$ 1,002,389

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

Debt service requirements for principal and interest for the Ice Palace enterprise fund bonds and notes payable in future fiscal years are as follows:

Fiscal Year	Principal	Interest	Total
2006.....	\$ 169,572	\$ 31,933	\$ 201,505
2007.....	171,894	27,166	199,060
2008.....	171,160	22,228	193,388
2009.....	178,840	16,700	195,540
2010.....	179,502	10,656	190,158
2011.....	131,421	4,272	135,693
Total.....	\$ 1,002,389	\$ 112,955	\$ 1,115,344

The Massachusetts Water Resource Authority (MWRA) operates an Infiltration/Inflow Financial Assistance Program for community owned collection systems. For each community approved for the project, financial assistance received from the MWRA consists of a grant and non-interest bearing loan. The loan portion is payable in five equal annual installments. At June 30, 2005, the outstanding principal amount of these loans totaled \$829,318.

The Commonwealth has approved school construction assistance to the Town. The assistance program, which is administered by the Massachusetts School Building Authority, provides resources for future debt service of general obligation school bonds outstanding. During fiscal year 2005, approximately \$259,000 of such assistance was received. Approximately \$3,410,000 will be received in future fiscal years. Of this amount, approximately \$490,000 represents reimbursement of long-term interest costs, and approximately \$2,920,000 represents reimbursement of approved construction costs. Accordingly, a \$2,920,000 intergovernmental receivable and corresponding deferred revenue have been reported in governmental fund financial statements. The annual change in revenue has been recognized as revenue in the conversion to the government-wide financial statements.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2005, the Town had the following authorized and unissued debt:

Purpose	Amount
Water treatment plant.....	\$ 1,600,000
School renovations.....	250,000
Street lights.....	600,000
Mill Pond treatment plant.....	7,200,000
Total.....	\$ 9,650,000

## Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

Changes in Long-term Liabilities

During the fiscal year ended June 30, 2005, the following changes occurred in long-term liabilities:

	Balance at June 30, 2004	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Net Increase (Decrease)	Balance at June 30, 2005	Current Portion
<b>Governmental Activities:</b>						
Capital lease obligations.....	\$ 289,619	\$ -	\$ -	\$ (139,305)	\$ 150,514	\$ 150,514
Compensated absences.....	2,566,000	-	-	534,000	3,100,000	1,620,000
Workers' compensation.....	95,000	-	-	(14,000)	81,000	81,000
Long-term bonds and notes.....	21,817,926	5,520,730	(2,484,727)	-	24,853,929	2,496,034
Total.....	\$ 24,768,745	\$ 5,520,730	\$ (2,484,727)	\$ 380,695	\$ 28,185,443	\$ 4,547,548
<b>Business-Type Activities:</b>						
Long-term bonds and notes.....	\$ 1,157,522	\$ -	\$ (155,133)	\$ -	\$ 1,002,389	\$ 171,694

**NOTE 9 - PENSION PLAN**

*Plan Description* - The Town contributes to the Middlesex Retirement System (the System), a cost-sharing multiple-employer defined benefit pension plan administered by the Middlesex Retirement Board. Substantially all employees are members of the System, except for public school teachers and certain administrators who are members of the Massachusetts Teachers Retirement System, to which the Town does not contribute. Pension benefits and administrative expenses paid by the Teachers Retirement Board are the legal responsibility of the Commonwealth. The amount of these on-behalf payments totaled approximately \$5,531,000 for the fiscal year ended June 30, 2005, and, accordingly, are reported in the general fund as intergovernmental revenues and pension expenditures.

The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Middlesex Retirement Board and are borne by the System. The System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth's PERAC. That report may be obtained by contacting the System located at 25 Linnell Circle, Billerica, Massachusetts, 01821.

*Funding Policy* - Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System its share of the system-wide actuarial determined contribution that is apportioned among the employers based on active current payroll. The Town's contributions to the System for the fiscal years ended June 30, 2005, 2004, and 2003 were \$3,616,102, \$2,750,499, and \$2,178,459, respectively, which equaled its required contribution for each fiscal year.

**NOTE 10 - RISK FINANCING**

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. The amount of claim settlements has not exceeded insurance coverage in any of the previous three fiscal years.

The Town is self-insured for approximately 10% of its health insurance and 100% of its workers' compensation activities. The self-insured health insurance activities are accounted for in the Internal Service Fund. Workers' compensation activities are accounted for in the General Fund where revenues are recorded when earned and expenses are recorded when the liability is incurred. The approximate 90% of health insurance coverage that is premium based is accounted for in the General Fund. Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNR). The result of the process to estimate the claims liability is not an exact amount as it depends on many factors. Accordingly, claims are reevaluated periodically to consider the effects of inflation, recent claims settlement trends, and other economic and social factors.

*(a) Health Insurance*

During fiscal 2003, the Town converted to premium based plan for approximately 90% of the town employees. For the remaining 10% of employees, health insurance claims are administered by a third party administrator and were funded from the Town's Internal Service Fund. The Town purchases individual stop loss insurance for claims in excess of the \$75,000 coverage. The estimate of IBNR claims is based on a historical trend analysis and recent trends. Management estimates its Incurred But Not Reported (IBNR) to be immaterial at year end.

*(b) Workers' Compensation*

Workers' compensation claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations. The Town estimates its IBNR claims based on history and injury type. At June 30, 2005, the amount of the liability for workers' compensation claims totaled \$81,000. Changes in the reported liability since July 1, 2003, are as follows:

	Balance at Beginning of Fiscal Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Fiscal Year-End
Fiscal Year 2004.....	\$ 152,000	\$ 56,067	\$ (113,067)	\$ 95,000
Fiscal Year 2005.....	95,000	86,654	(100,654)	81,000

**NOTE 11 - COMMITMENTS**

The Town has entered into, or is planning to enter into, contracts totaling approximately \$5,100,000 for renovations to the school and \$8,800,000 for improvements to water treatment facilities.

**NOTE 12 - CONTINGENCIES**

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2005, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2005, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2005.

**NOTE 13 - IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS**

During fiscal year 2005, the following GASB pronouncement was implemented:

The GASB issued Statement #40, *Deposit and Investment Risk Disclosures, an Amendment of GASB Statement #3*.

*Other Future GASB Pronouncements:*

The GASB issued Statement #42, *Accounting and Financial Reporting for Impairment of Capital Assets and for Insurance Recoveries*, which is required to be implemented in Fiscal 2006. Management does not believe that this pronouncement will significantly impact the basic financial statements.

The GASB issued Statement #43, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, which is required to be implemented in Fiscal 2008. Since there is no legally established separate trust for the postemployment benefit plan this pronouncement will not impact the basic financial statements.

The GASB issued Statement #44, *Economic Condition Reporting: The Statistical Section*, which is required to be implemented in Fiscal 2006. This new GASB establishes and modifies requirements related to supplementary information presented in a statistical section. The presentation of a statistical section is not required by this pronouncement. This pronouncement will not impact the basic financial statements.

The GASB issued Statement #45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, which is required to be implemented in Fiscal 2009. Management believes this pronouncement will require additional disclosure and impact the basic financial statements.

The GASB issued Statement #46, *Net Assets Restricted by Legislation an amendment of GASB Statement No. 34*. This Statement clarifies that a legally enforceable enabling legislation restriction is one that a party external to a government—such as citizens, public interest groups, or the judiciary—can compel a government to honor. It requires governments to disclose the portion of total net assets that is restricted by enabling legislation. This statement is required to be implemented in FY2006. Management believes that this statement will not effect on the basic financial statements.

The GASB issued Statement #47, *Accounting for Termination Benefits*. The Statement provides accounting and reporting guidance for state and local governments that offer benefits such as early retirement incentives or severance to employees that are involuntarily terminated. The Statement requires that similar forms of termination benefits be accounted for in the same manner and is intended to enhance both the consistency of

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2005

reporting for termination benefits and the comparability of financial statements. This statement is required to be implemented in FY2006. Management believes that this statement will not effect on the basic financial statements.



## ***Required Supplementary Information***

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**GENERAL FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -**  
**BUDGET AND ACTUAL**

FISCAL YEAR ENDED JUNE 30, 2005

	Budgeted Amounts			
	Amounts Carried forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget
<b>REVENUES</b>				
Real estate and personal property taxes, net of tax refunds	\$ -	\$ 58,034,878	\$ 58,034,878	\$ 58,034,878
Tax fees	-	-	-	-
Motor vehicle excise taxes	-	3,000,000	3,000,000	3,000,000
Hotel/motel tax	-	905,000	905,000	905,000
Charges for services	-	2,085,000	2,085,000	2,085,000
Penalties and interest on taxes	-	310,000	310,000	310,000
Fees and rentals	-	220,000	220,000	220,000
Payments in lieu of taxes	-	30,000	30,000	30,000
Licenses and permits	-	825,000	825,000	825,000
Intergovernmental	-	6,872,887	6,872,887	6,872,887
Departmental and other	-	650,000	650,000	650,000
Investment income	-	150,000	150,000	150,000
Miscellaneous	-	-	-	-
<b>TOTAL REVENUES</b>	<b>-</b>	<b>73,062,813</b>	<b>73,062,813</b>	<b>73,062,813</b>
<b>EXPENDITURES</b>				
Current				
General government	288,818	3,619,491	3,609,399	4,220,872
Public safety	260,209	10,237,186	10,517,395	10,795,448
Education	1,528,172	33,871,910	35,400,082	35,630,082
Public works	130,864	5,364,326	5,494,379	5,078,381
Water	513,880	1,807,835	2,321,715	2,879,658
Human services	30,114	1,025,873	1,045,787	1,082,382
Culture and recreation	51,778	2,188,693	2,219,871	2,329,571
Pension benefits	160,880	3,652,102	3,812,102	3,778,152
Employee benefits	428,211	8,178,010	8,604,221	8,334,221
State and county charges	-	531,226	531,226	531,226
Debt service	-	-	-	-
Principal	-	2,544,900	2,544,900	2,544,900
Interest	-	906,600	906,600	906,600
<b>TOTAL EXPENDITURES</b>	<b>3,402,336</b>	<b>73,905,241</b>	<b>77,307,871</b>	<b>78,000,238</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>(3,402,336)</b>	<b>(842,428)</b>	<b>(4,244,958)</b>	<b>(4,940,425)</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Premium from issuance of bonds	-	-	-	-
Transfers in	-	195,054	195,054	1,190,818
Transfers out	-	(533,987)	(533,987)	(883,987)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>(338,933)</b>	<b>(338,933)</b>	<b>312,831</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(3,402,336)</b>	<b>(1,231,401)</b>	<b>(4,633,797)</b>	<b>(4,633,797)</b>
<b>BUDGETARY FUND BALANCE, Beginning of year</b>	<b>7,807,875</b>	<b>7,807,875</b>	<b>7,807,875</b>	<b>8,504,281</b>
<b>BUDGETARY FUND BALANCE, End of year</b>	<b>\$ 4,405,539</b>	<b>\$ 6,576,474</b>	<b>\$ 3,174,178</b>	<b>\$ 3,870,484</b>

See notes to required supplementary information.

Actual Budgetary Amount	-Amounts Carried Forward To Next Year	Variance To Final Budget
\$ 58,958,286	\$ -	\$ 323,410
17,225	-	17,225
2,866,171	-	(133,929)
869,502	-	84,502
2,101,071	-	38,071
268,932	-	(41,003)
227,448	-	7,443
15,538	-	(14,484)
2,202,634	-	1,377,634
8,892,520	-	19,583
858,950	-	8,950
221,816	-	71,816
1,545	-	1,545
<u>74,833,643</u>	<u>-</u>	<u>1,780,829</u>
2,330,586	740,122	189,974
10,614,442	81,551	119,453
34,616,055	1,580,770	23,257
5,344,833	68,893	(231,345)
2,641,880	225,645	2,151
1,040,459	19,872	22,051
2,207,591	3,384	19,176
2,816,102	-	180,000
8,312,352	59,500	(17,641)
582,983	-	(21,737)
2,394,387	-	150,033
304,081	-	2,519
<u>74,875,991</u>	<u>2,767,367</u>	<u>295,891</u>
<u>(15,239)</u>	<u>(2,767,367)</u>	<u>2,028,720</u>
53,216	-	53,216
1,262,585	-	85,949
(183,987)	-	-
<u>471,634</u>	<u>-</u>	<u>139,265</u>
299,555	(2,767,367)	2,985,965
<u>8,854,036</u>	<u>-</u>	<u>449,747</u>
<u>\$ 7,350,595</u>	<u>\$ (2,767,367)</u>	<u>\$ 2,615,782</u>

**NOTE A - BUDGETARY BASIS OF ACCOUNTING**1. Budgetary Information

Municipal Law requires the adoption of a balanced budget that is approved by Town Meeting. The Finance and Advisory Board presents an annual budget to Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The Town Meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Increases or transfers between and within departments subsequent to the approval of the annual budget, requires majority Town Meeting approval via a supplemental appropriation or Council order.

The majority of appropriations are non-continuing which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year. These carry forwards are included as part of the subsequent fiscal year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the Town is statutorily required to pay debt service, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by majority vote of Town Meeting.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original fiscal year 2005 approved budget authorized approximately \$76,200,000 in appropriations and other amounts to be raised. During fiscal year 2005, Town Meeting also approved supplemental appropriations totaling approximately \$54,000.

The Town Accountant's office has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

2. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the fiscal year ended June 30, 2005, is presented below:

Notes to Required Supplementary Information

Fiscal Year Ended June 30, 2005

Net change in fund balance - budgetary basis.....	\$	299,555
<u>Basis of accounting differences:</u>		
Net change in recording 60 day receipts.....		(10,575)
Increase in revenue due to on-behalf payments.....		5,531,398
Net change in tax refunds payable.....		(97,000)
Perspective differences in reporting of sewer fund activities.....		667,664
Net change in equity interest in joint venture.....		(370,699)
Increase in expenditures due to on-behalf payments.....		(5,531,398)
Net change in accruals.....		<u>(231,440)</u>
Net change in fund balance - GAAP basis.....	\$	<u>257,505</u>

3. Excess of Expenditures over Appropriations

For the fiscal year ended June 30, 2005, actual expenditures exceeded appropriations for public works, pension benefits and employee benefits. These over-expenditures will be raised and funded through available funds during fiscal year 2006.

# TOWN OF BURLINGTON

## DIRECTORY

Department Town of Burlington	Telephone (Area Code 781)	E-mail/Web Address
Burlington Web		www.burlington.org
Information/Connecting all Departments	270-1600	
Main Fax Number Connecting Offices	270-1608	
Accounting	270-1610	accounting@burlmass.org
Assessors	270-1650	assessor@burlmass.org
B-CAT	273-5922	bcacat@burlington.mec.edu
B-Line Information	270-1965	
Board of Health		
Public Nurse	270-1957	nurse@burlmass.org
Sanitarian/Environmental Engineer	270-1954	health@burlmass.org
Building Inspector	270-1615	building@burlmass.org
Community Life Center	270-1961	bclc@burlmass.org
Conservation Commission	270-1655	conservation@burlmass.org
Council On Aging	270-1950	coa@burlmass.org
C.O.A. Lunch Line	270-1952	
Dog Pound	270-1698	aco@burlmass.org
Emergency Management Agency	270-1914	
Fire		
Emergency/Ambulance	911	
Communications for the Deaf	911	
Business	270-1925	fire@burlmass.org
Library	270-1690	library@burlmass.org
Management Information Systems	270-1613	
Planning Board	270-1645	planning@burlmass.org
Police		
Emergency	911	
Communications for the Deaf	911	
Business	270-1914	police@burlmass.org
Public Works	270-1670	dpwburlington@burlmass.org
Chestnut Hill Cemetary	229-1879	
Pine Haven Cemetery	229-1879	
Central Maintenance	270-1678	
Engineering	270-1640	engineering@burlmass.org
Highway	270-1677	
Water & Sewer Utilities Division	270-1679	
Sewer Section	229-2043 or 270-1684	
Mill Pond Water Treatment Plant	270-1680	
Vine Brook Ground Water Treatment Plant	270-1648	
Recreation		
Office	270-1695	recreation@burlmass.org
Garage	270-1697	
School Department	270-1800	www.burlington.mec.edu
Burlington High School	270-1839	
Foxhill School	270-1791	
Francis Wyman School	270-1701	
Marshall Simonds School	270-1781	
Memorial School	270-1721	
Pine Glen School	270-1712	
Selectmen	270-1630 and 270-1631	selectmen@burlmass.org
Shawsheen Regional Technical School	(978) 667-2111	www.shawsheen.tec.ma.us
State Internet Portal		www.mass.gov
Tax Collector	270-1625	tax@burlmass.org
Town Administrator	270-1635	selectmen@burlmass.org
Town Clerk	270-1660	clerk@burlmass.org
Treasurer	270-1623	treasurer@burlmass.org
Veterans Agent	270-1959	veterans@burlmass.org