

Annual Report

OF THE TOWN
OFFICERS

YEAR ENDING
DECEMBER 2002



Burlington,

Massachusetts

ANNUAL REPORT
OF THE
TOWN OFFICERS
YEAR ENDING
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BURLINGTON
MASSACHUSETTS

In Memoriam

Frank E. Baxter, Planning Board

Margaret A. Burke,
Election Worker

Lincoln W. Daigle, Burlington
Housing Authority

Theresa D'Angelo, School Teacher

Herman D. Graham,
Planning Board

Robert Guidoboni, Fire
Department

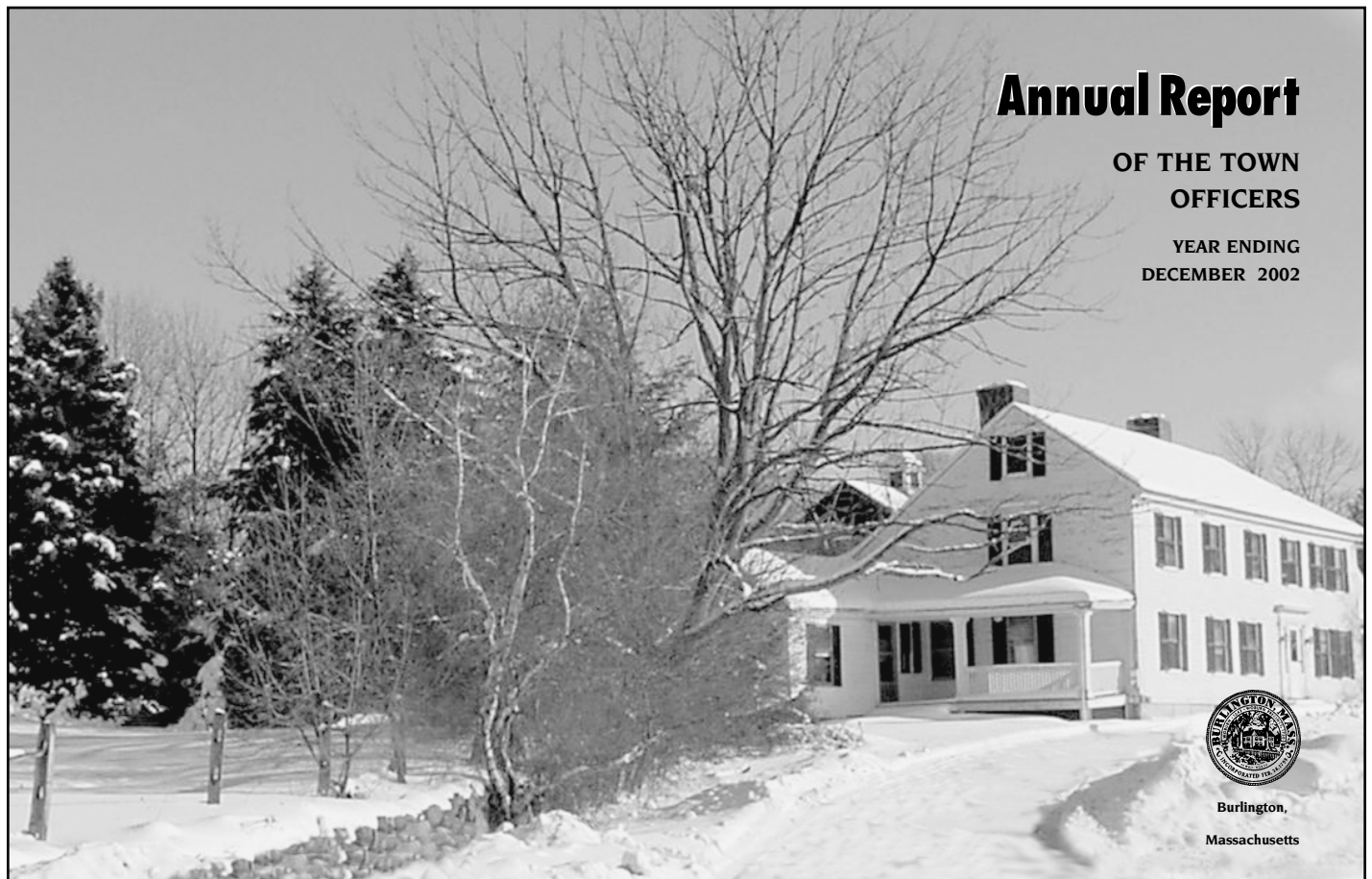
Rita McKnight, School Teacher

Margaret Queen, School Teacher

S. Josephine Ramsey,
School Teacher

Dorothy Sousa, Town Hall
Switchboard Operator

Amando Spinosa, Custodian



ON THE COVER: Grandview Farm acquired by the Town in 2002. (Photo by Alan C. Nelson, cover by Peter Amirault of TYPE A)

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Special thanks to Pauline Crusco for all her effort and hard work organizing this report.

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	
TDD for the Deaf	229-4367	
Business	270-1925	fire@burlmass.org
Library	270-1690	library@burlmass.org
Planning Board	270-1645	planning@burlmass.org
Police		
Emergency	911	
TDD for the Deaf	229-4852	
Business	270-1914	police@burlmass.org
Public Works	270-1670	dpw@burlmass.org
Chestnut Hill Cemetary	229-1879	
Pine Haven Cemetery	270-1982	
Central Maintenance	270-1678	
Engineering	270-1640	engineering@burlmass.org
Highway	270-1677	
Water & Sewer Utilities Division	270-1679	
Sewer Section	229-2043	
Mill Pond Water Treatment Plant	270-1680	
Vine Brook Ground Water Treatment Plant	270-1682	
Recreation		
Office	270-1695	recreation@burlmass.org
Garage	270-1697	
School Department	270-1800	www.burlington.mec.edu
Burlington High School	270-1838	
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

Annual Reports of the Town of Burlington, Massachusetts 2002

*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 2002: 23,140.

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

Tax Rate FY03 - Residential: \$ 8.20

Commercial: \$23.70

Elevation at Town Hall - 220 feet above sea level.

Governor:	Jane Swift, Acting State House Boston, MA 02133
U.S. Senators:	Edward M. Kennedy 2400 John F. Kennedy Federal Bldg. Boston, MA 02203 John F. Kerry 1 Bowdoin Square, 10th Floor Boston, MA 02114
Congressman: 6th District	John Tierney 17 Peabody Square Peabody, MA 01960
Councilor: 6th District	Michael J. Callahan 500 Salem St. Medford, MA 02155
State Senator: 4th Middlesex	Robert A. Havern State House, Room 513 Boston, MA 02133
Representative:	Charles Murphy 21 Middlesex State House, Room 166 Boston, MA 02133

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 second Thursday of the month, Town Hall, 4:30 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 Commission	Meets the second and fourth Thursdays of the month, Town Hall, 7:00 P.M.
Council on Aging	Meets the second Wednesday of the month, 61 Center St., 10:00 A.M.
Historical Commission	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 Commission	Meets on the second and fourth 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.
State Representative Charles Murphy	Public hours the third Wednesday of the month, 61 Center St. Room 103, 6-7 P.M.
Town Meeting	Meets the second Monday in January, May (annual), and 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 Clerk's web page www.burlington.org/clerk then click on the link to Public Meetings/Hearings.

TOWN HALL SCHEDULE

Open Daily: 8:30 a.m. - 4:30 P.M., Monday
All offices thru Friday

Except Holidays/ 4:30 P.M. - 6:30 P.M. 2nd and 4th
Weekends Thursdays of the month: Assessors;
Building Dept.; Conservation
Commission (by appointment); Town
Clerk; Town Archives (4th) and Tax
Collector.

Nurse: Walk-in Clinic 2nd and 4th
Wednesdays, 3:30 P.M. - 6:30 P.M.
Human Services Center, 61 Center St.

Board of Health/Lahey Clinic Free
Care Community Clinic, 2nd and 4th
Thursdays, 5:00 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.)

Robert P. Marrano 14 Michael Dr. 2003
Elected 4/98

Selectmen (3 Yrs.)

Albert L. Fay, Jr. 11 Raymond Rd. 2003
Elected 4/00

Gary J. Gianino 11 Thornton Dr. 2005
Elected 4/93

Joseph A. Impemba 11 Briarwood Ln. 2003
Elected 4/91

Kevin B. McKelvey 4 Allison Dr. 2004
Elected 4/98

Juliet M. Perdichizzi 239 Fox Hill Rd. 2004
Elected 4/97

Assessors (3 Yrs.)

Lisa M. Annunziata 5 Independence Dr. 2004
Appt. 7/99 Elected 4/00

Michael W. Crocker 15 Thornton Dr. 2005
Appt. 2/98 Elected 4/98

Paul R. Sheehan 5 Thornton Dr. 2003
Appt. 1/99 Elected 4/99

Treasurer/Collector (3 Yrs.)

Brian P. Curtin 3 Lee Ave. 2004
Elected 4/76

School Committee (3 Yrs.)

John T. Lyons 105 Bedford St. 2003
Elected 4/97

Christine M. Monaco 18 Corcoran Rd. 2004
Elected 4/92

Thomas F. Murphy, Jr. 3 Lexington St. 2004
Elected 4/93

Stephen A. Nelson 25 Fairfax St. 2005
Elected 4/96

John L. Vanella 8 Pearson Circle 2005
Elected 4/81

Library Trustees (3 Yrs.)

Paula F. Bernard, Jr. 263A Cambridge St. 2003
Appt. 10/02 (Term 2005)

Elliot J. Chikofsky 75 Lexington St. 2003
Elected 4/00

Orise P. Desautels 7 Joanne Rd. 2004
Elected 4/01

Edith F. Entwistle 62 Beaverbrook Rd. 2005
Elected 4/96

Ellen Marie Ferguson 76 Francis Wyman Rd. 2004
Elected 4/01 (W/I)

Clifton E. Reed 14 Gedick Rd. 2003
Appt. 12/98 Elected 4/99

Planning Board (5 Yrs.)

Peter J. Coppola 2 Garrity Rd. 2003
Elected 4/83

Ernest E. Covino, Jr. 1 Marvel Ave. 2005
Elected 4/89

John A. DeFrancesco	50 Westwood St.	2007
<i>Elected 4/82</i>		
Albert L. Fay, Jr.	11 Raymond Rd.	2004
<i>Elected 4/94</i>		
Jayne L. Hyde	6 Hallmark Gardens #1	2007
<i>Elected 4/96</i>		
Paul R. Raymond	1 Dorothy Rd.	2005
<i>Elected 4/90</i>		
Paul F. Roth	249 Fox Hill Rd.	2006
<i>Appt. 10/97 Elected 4/98</i>		

Board of Health (3 Yrs.)

James J. Dion	19 Crystal Circle	2003
<i>Elected 4/97</i>		
Eugene Terry McSweeney	1 McSweeney Way	2005
<i>Elected 4/99</i>		
Catherine E. Read	22 University Ave.	2003
<i>Appt. 3/02</i>		
Jane M. Richard	407 Cambridge St.	2003
<i>Elected 4/91 Res. 2/02</i>		
Edmund F. Wall	4 Waite Ave.	2004
<i>Elected 4/01</i>		
Edward J. Weiner	43 Freeport Dr.	2004
<i>Elected 4/89</i>		

Constable - 1st (3 Yrs.)

Sheila E. Howard	2 Hallmark Gardens #4	2004
<i>Elected 4/96</i>		

Constable - 2nd (3 Yrs.)

Anthony J. Saia	27 Alcine Ln.	2004
<i>Elected 4/77</i>		

Housing Authority(5 Yrs.)

Joseph J. Arena	10 Moss St.	2004
<i>Elected 4/84</i>		
M. Harrison Graham	14 Birchcrest St. #D2	2006
<i>Elected 4/81</i>		
James Marchese	1 Barbara Circle	2003
<i>Elected 4/95</i>		
James J. Rogers	42 Locust St.	2004
<i>Gov. Appt.</i>		
Michael S. Runyan	7A Mountain Rd.	2007
<i>Elected 4/02</i>		

Recreation Commission (3 Yrs.)

John J. Ferren	37 Lantern Ln.	2003
<i>Elected 4/97</i>		
Karen Hoyt	8 Porter Ave.	2004
<i>Appt. 11/00 Elected 4/01</i>		

Paul R. Raymond	1 Dorothy Rd.	2005
<i>Planning Bd. Appt.</i>		
Kevin J. Sullivan	14 Frothingham Rd.	2005
<i>Elected 4/01</i>		
John L. Vanella	8 Pearson Circle	2005
<i>School Comm. Appt.</i>		

Shawsheen Tech (3 Yrs.)

John P. Miller	1 Holden Ave.	2003
<i>Elected 4/78</i>		
Alfred J. Verrier	12 Mohawk Rd.	2005
<i>Elected 4/89</i>		

REPORT OF THE BOARD OF SELECTMEN AND THE TOWN ADMINISTRATOR



Front row (left to right): Albert L. Fay, Vice Chairman; Joseph A. Impemba, Chairman; Kevin B. McKelvey; Back row (left to right): Juliet M. Perdichizzi; Gary J. Gianino

BOARD OF SELECTMEN

The Board of Selectmen and the Administration faced a number of very difficult decisions in 2002 as we attempted to balance the increasing demands for service with the reality of a very difficult economy that has adversely affected a number of our most vulnerable citizens. As we discussed the issues before us we remained cognizant of the difficulties people in the community were faced with because of the recessionary economy. The Town will need to deal with a number of costly items in the very near future which affect

the quality of life our residents have come to expect and the dilemma we as elected officials face is how we meet these needs while fully understanding the financial stress many families are dealing with in today's environment. To that end, the Board approved a tax rate in November for our residential payers of \$8.20 per thousand that is among the lowest rate of any mid size community in Massachusetts.

The Board has had a number of discussions with our School Committee concerning the facilities needs that the School system has identified in their Capital budget plans. The Town Meeting discussed various options for major renovations and new construction during the May Town Meeting and ultimately decided not to support a plan at this point in time. It now appears that the preferred plan of action will be to request the Board of Selectmen to place a "Debt Exclusion" question on a ballot in the spring of 2003 to allow for a building plan that is estimated to cost \$45,000,000. If the question passes, an Article will be prepared for the May Town Meeting to seek authorization to bond the total amount necessary to complete this construction.

During the past year the Board continued to pursue initiatives that are important to the Town and to develop new policies to effectuate change in a number of important areas. In April of this year, the Board saw the re-election of Gary Gianino to the Board and re-organized by electing Joseph Impemba to once again serve as Chairman of the Board. Al Fay was elected Vice-Chairman. The Board and the Administration greatly appreciate the leadership of Juliet Perdichizzi during the preceding term.

In addition to our responsibilities for the fiscal affairs of the Town, the board also took the initiative to open better lines of communication with the Burlington Housing Authority to discuss issues of mutual concern regarding the housing options in this community. This has produced an exchange of ideas that will provide us with new opportunities to address our overall housing goals for the residents of Burlington. The Board also dealt with the issue of the Early Retirement Incentive for this year which provided the opportunity for some 30 employees (Town/School) to retire in November while providing our Administration with the opportunity to re-organize and restructure some of these positions in a cost savings move. We wish all these dedicated long time employees the best in their retirement years.

In the area of appointments, the Board had to deal with the retirement of our long time, respected Town Accountant Mr. Patrick Mullin who took advantage of the Early Retirement program for the Town. After a professional recruitment by our senior financial team, Gail LaPointe from Lynnfield was recommended to us for appointment and we appointed her to begin work in Burlington after the new year. Our heartfelt thanks go out to Pat for his outstanding 28 years of service to this community. Additionally, the Board has appointed a 20 person committee to evaluate future uses for the Grandview Farm site with the expectation that we will bring a plan of action to the May 2003 Town Meeting. Finally, the Board was involved in appointing two residents to unexpired terms for the Board of Health and the Library Trustees during the year.

TOWN ADMINISTRATOR



Town Administrator Robert A. Mercier

This has once again been a very busy and exciting year for the Town Administrator in Burlington. The Town remains one of the leading edge communities in the region in terms of quality of service provided which is reflected in the ability of our employees and their commitment to provide these services in an efficient and respectful manner. I am, howev-

er, concerned about our ability to continue to provide these services in a timely fashion given the state of the local and national economy as we close calendar year 2002. I expect our next fiscal year will be very difficult as local communities are forced to share the burden of what appears to be a \$2,000,000,000 to \$3,000,000,000 deficit in the state budget for next year. However, Burlington has long been blessed with leaders who understood that our economy works in a cyclical way and that good economic times are always followed by a general downturn and we have attempted to prepare ourselves for this inevitable cycle. We will manage our way through these times with as little disruption of service as we can because of our employees commitment to service, our fiscal conservatism and the understanding of our citizenry that we all will share in the belt tightening necessary to preserve our essential services.

Utilities/Facilities

As I mentioned last year, the Town has been aggressively evaluating all of our so-called fixed cost relating to energy consumption, utility demands and asset management of our facilities. Last year we purchased a new state of the art phone system that over a period of time will save the Town substantial amounts of money as we will own the equipment and no longer have to pay a "lease" charge to the phone company for their equipment. In addition, we negotiated a three-year fixed cost contract for the purchase of electricity that in the first 5 months of implementation has decreased our anticipated expenditures by nearly \$50,000 town wide! As a new initiative, the Town is now exploring the outright purchase of the 2400+/- streetlights from Nstar to again save the annual depreciation cost assessed to us by the utility company. We estimate that after the price of purchase is factored in, the Town could realize an annual savings of between \$150,000 and \$200,000 in our streetlight line item. Finally, the Town has aggressively negotiated with the telecommunication carriers to locate their facilities on Town property (the Center Street Water Tower and the Pine Haven Cemetery) that will generate a revenue stream to the Town on an annual basis in excess of \$150,000 per year in payments.

Personnel

During calendar year 2002, the Town Administrator filled a number of important positions within the Town's senior management staff. As the new year commenced, I completed the comprehensive assessment of qualified can-

didates for the Police Chief position. After an exhaustive interview process, I selected Francis Hart to be the next Burlington Police Chief and lead the Department into the next millennium. In the Conservation Department, Kristen Phelps resigned in the spring and I filled this important position with John Keeley who previously served as the Conservation Administrator in neighboring Wilmington. I also filled the vacant Assistant Fire Chief position by promoting Lieutenant Lee Callahan to this management position within the Fire Department. I also made a number of promotional appointments within our Departments as the impact of the Early Retirement Initiative was evaluated in each of our Departments. Clearly, the largest impact on our employee base during 2002 was the adoption of the ERI. This program allowed 31 employees the opportunity to retire and opened up a number of options for the management of the community to consider including re-structuring and re-organization of some positions. Additionally, we were able to show significant salary savings with the retirement of long-term employees being replaced by entry-level staff. At this point, the majority of positions have been filled albeit I have left some vacancies in Departments as the reality of budget cutbacks becomes more and more a part of our financial planning process. I want to take this opportunity to sincerely thank all of our employees who left our employment. By their collective efforts, they truly "have made a difference" in the lives of Burlington residents. Finally, as a professional manager in this community for 10+ years, I must admit to a personal sense of loss with the retirement of Mr. Mullin. Pat was not only an outstanding Town Accountant but more importantly was a friend and confidant to me. Pat's technical skills will be replaced and the Town will continue to function in an efficient and effective manner. However, I and many others will miss his humor and pragmatic approach to local government. Good luck to all our retirees.

Land Acquisition/Asset Management

The Town continued to pursue the acquisition of environmentally and historically significant sites during calendar year 2002. In the spring, the Town received notice that our application for \$162,000 from the state for the acquisition of the Clapp's Mill had been approved and we completed the purchase to acquire this property soon thereafter. The Town also purchased a 15+-acre site with the assistance of a \$466,000 grant from the Route 3N "Open Space" fund. The Town Meeting has overwhelmingly supported these ini-

tatives by committing to the Town's matching appropriation at two separate Town Meetings during 2002. Burlington officially became the owner of the Grandview Farm during 2002 with the recording of the deed documents in the fall for all three properties involved in the Land Swap.

Fiscal Concerns

Obviously, an overriding concern of the Administration during 2002 has been the economy and its effect on our ability to raise the revenue necessary to continue to provide our services to the residents of Burlington. The Town has been impacted by the slowdown in the economy and its affect has been most noticeable in the area of Capital expenditures. The FY 2003 budget reflected the lowest amount of money spent on Capital needs in a decade. Additionally, to "maintain" our current level of service, the Town supplemented our operating budget with "free cash" reserves for the first time in memory. We expect to also supplement the FY 2004 budget with "free cash" to again maintain a level service delivery for our residents. Fortunately, we do have extra capacity within our Tax levy if needed but that would require a significant property tax increase on our residents during a difficult financial time for many who live within the community. We have also set aside an amount of money in a Stabilization account to prepare us in the future for expected Capital needs and essential equipment. As I prepare this document, the economic news for our budget in 2003 is not positive. The new Governor has announced a budget deficit of \$600,000,000 for this year! Burlington will need to cut about \$300,000 out of this year's budget to accommodate the shortfall. I am very concerned about the ominous dark clouds ahead for FY2004. I fully expect that Burlington will receive between \$1,000,000 and \$2,000,000 less in state aid for 2004 than we received in 2003! This news is being delivered to us as we continue to deal with our burgeoning Health Insurance cost, Retirement assessments, escalating comprehensive Insurance cost and a fragile local economy. If this scenario comes to fruition, the residents will see a clear impact on our ability to deliver services in the coming years.

Summary

The Town will be faced with a number of challenges as we move into 2003. There is no doubt that the next few years will be difficult for all local governments as the demand for service continues to escalate and our ability to pay for these services through the regressive property tax

becomes more and more burdensome to our residents. Additionally, as local government managers we are now faced with issues never before brought down to the local Government arena: security of facilities, terrorism planning, potential bio-terrorism events etc., etc. Burlington has always shown tremendous resiliency in the face of adversity and difficult times. Our elected officials and our employees understand the wide range of challenges before us and I remain very confident we will manage the community in a responsible and fiscally prudent manner.

I look forward to these challenges and I need to re-emphasize that my confidence is predicated on the knowledge that Burlington is blessed by volunteers who willingly share their knowledge and expertise on many of our Boards and Commissions. This sense of community pride shown by our officials and paid staff will bode well for Burlington and I am proud to be your Town Administrator during this difficult period.

Finally, I could not accomplish any of my goals and objectives without the full support and untiring dedication and loyalty of my professional staff. Although I remain the figurehead, my staff performs the everyday tasks of keeping our government efficient and responsive. I am grateful to them and to all our employees who have embraced the concept of public service and commitment to community. To all of you, I say "Thank You" for being the best!

Thank you.

Respectfully submitted,

The Board of Selectmen:

Joseph A. Impemba, Chairman
Albert L. Fay, Jr., Vice-Chairman
Gary J. Gianino, Member
Juliet M. Perdicizzi, Member
Kevin B. McKelvey, Member

Administration:

Robert A. Mercier, Town Administrator
Lawrence M. Rittenberg, 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

HUMAN RESOURCES DEPARTMENT

In the year 2002, many exciting initiatives unfolded within the realm of the Town's most important resources – employees. June 7, 2002 marked the first municipal "Employee Appreciation Day" and employee turnout was overwhelming.

Employee Appreciation Day could not have been such a success without the support and contributions of the planning committee, which consisted of union representatives and departments throughout the community. Over 60 raffle prizes were donated by local businesses with the help of our employees and the Lydia Warren Band provided the entertainment. The employees who were able to have caricature drawings created had some of the most fun!

The only thing that could have made our Employee Appreciation Day better would have been the weather; the sun finally decided to come out at the end of our event! I would personally like to thank Inspector Bob Aloisi, Jane Chew, Brendan Egan, Mary Fay, Peg Gelinis, Jayne Hyde, Firefighter Ed McLean, ACO Gerry Mills and Rich Reid for their generous contributions of time, raffle prizes and support in making June 7th a success!

Another major event in 2002 was the Town's adoption of Chapter 116 of the Acts of 2002, the Early Retirement Incentive Program (ERI). On November 15, 2002 the Town of Burlington saw 31 long-term and valued employees retire under the provisions of the ERI. Employees retired from public safety, public works, the library, municipal and school administrative and custodial positions and inspectional services. There were a variety of going away parties and the race was on to fill the vacancies of our retirees. Good-bye and best wishes to you all! You will be missed!

2002 has been a busy and exciting year. I anticipate the challenges and initiatives that 2003 promises to bring. I wish to extend my sincerest thanks to Town Administrator Bob Mercier and School Superintendent Bill Connors for their guidance and continued support of my duties to both the municipal and school departments and to Janis Critch, Pauline Crusco, Jean Gallant, Jane Richard and Rosemary DeSousa whose administrative assistance keep me organized and efficient!

Respectfully submitted,

Anne Marie Tucciarone-Mahan
Human Resources Director

TOWN COUNSEL

During 2002, 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 fourteen active litigation cases involving the Town and the School Department. Ten of these cases involve appeals from decisions of the Board of Appeals, the Planning Board, and the Conservation Commission, and two involve School Department labor matters. A total of four cases were resolved in 2002.

The most significant services which Town Counsel provided during 2002 continued to relate to the land exchange to create senior affordable housing involving Grandview Farm, Wheeler Road, and Mountain Road. Town Counsel participated in all of the negotiations surrounding completion of the land exchange and worked very closely with counsel for the private developers to resolve the remaining outstanding issues. The land exchange was completed in 2002.

Town Counsel has been working with the Board of Health and Town Administration to address continuing environmental contamination concerns at Varsity Field and the Northwest Industrial Park.

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

TOWN CLERK

This year brought more personnel changes to the Town Clerk's Office. Lisa Plato, who served as the town's first Archivist/Records Manager, resigned in January. Her contributions to the town in establishing the Records Management Program and to the community in the many historical projects she initiated and participated in will be appreciated for generations to come. We were very fortunate to have had her expertise during this critical stage in our development.

Daniel McCormack is the new Archivist/Records Manager and he's been working closely with town departments to continue to build and strengthen the program. We welcome Daniel. Visit the Archives website at www.burlington.org/clerk/archives.

The Town Clerk's Office conducted 37,974 transactions with the public this year. Total revenue generated 2002 was \$138,026. The Town Clerk's website is updated regularly and is a good source for current information. It includes a Resident's Guide, General Bylaws, Zoning Bylaws, Town Demographics, Elected and Appointed Officials and Town Meeting Members, Meeting Calendar, Voter Information, Business Listings, etc. Please visit us at www.burlington.org/clerk.

Following are the historical profiles on 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

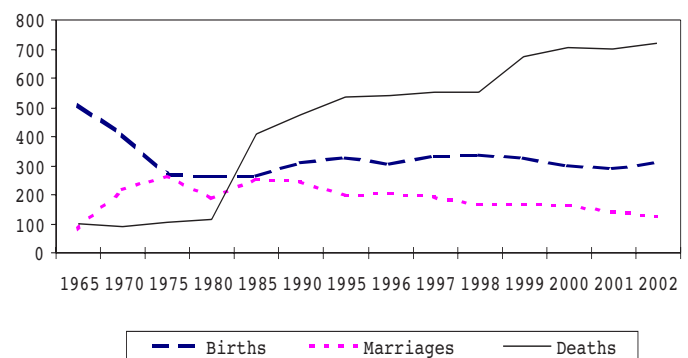
HISTORICAL PROFILE (Adjusted)

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

	Births	Marriages	Deaths
1965	509	80	99
1970	406	217	87
1975	265	263	105
1980	263	185	113
1985	259	253	403
1990	306	240	472
1995	322	196	532
1996	303	200	538
1997	326	191	547
1998	333	162	549
1999	323	165	671
2000	297	161	705
2001	287	140	695
2002	310	122	720

Received through 1/3/03



VOTING STATISTICS

VOTES CAST

TOWN ELECTION	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Prec. 5	Prec. 6	Total	%
1993	598	517	618	490	545	524	3292	24%
1994	578	319	547	528	596	597	3165	24%
1995	461	290	485	428	489	566	2719	20%
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%

SPECIAL ELECTIONS

TOWN ELECTION	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Prec. 5	Prec. 6	Total	%
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%

PRESIDENTIAL PRIMARIES

TOWN ELECTION	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Prec. 5	Prec. 6	Total	%
March 1988	668	669	775	612	669	759	4152	33%
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%

STATE PRIMARIES

TOWN ELECTION	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Prec. 5	Prec. 6	Total	%
September 1990	1186	1177	1226	1028	1081	1159	6857	53%
September 1992	668	602	808	516	647	692	3933	29%
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%

STATE/PRESIDENTIAL ELECTIONS

TOWN ELECTION	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Prec. 5	Prec. 6	Total	%
November 1986	2298	1770	1884	2069			8021	63%
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 2000*	2133	1582	2028	1828	2001	2000	11572	79%
November 2002	1726	1199	1693	1378	1738	1630	9364	66%

ELECTION RESULTS

TOWN OF BURLINGTON

TOTAL TALLY SHEET April 6, 2002 Election

Eligible Voters 13,787
Total Votes Cast 2,197
Percent 15.94%

PRECINCT	1	2	3	4	5	6	GRAND TOTAL	Student Vote
TOTAL VOTES CAST	419	188	361	386	433	410	2,197	144
MODERATOR (1) 1 Yr.								
Blanks	88	39	96	74	82	91	470	31
Robert P. Marrano*	329	148	263	303	351	311	1,705	111
Write-ins	2	1	2	9	0	8	22	2
TOTAL	419	188	361	386	433	410	2,197	144
SELECTMEN (1) 3 Yrs.								
Blanks	12	6	19	15	18	11	81	15
Gary J. Gianino*	325	106	187	256	295	242	1,411	80
Virginia E. Mooney	81	76	155	114	118	153	697	48
Write-ins	1	0	0	1	2	4	8	1
TOTAL	419	188	361	386	433	410	2,197	144
ASSESSOR (1) 3 Yrs.								
Blanks	107	40	112	103	114	101	577	29
Michael W. Crocker*	309	148	248	277	318	305	1,605	113
Write-ins	3	0	1	6	1	4	15	2
TOTAL	419	188	361	386	433	410	2,197	144
SCHOOL COMMITTEE (2) 3 Yrs.								
Blanks	249	101	212	207	208	222	1,199	87
Stephen A. Nelson*	301	136	258	290	344	300	1,629	94
John L. Vanella*	287	137	247	265	314	289	1,539	97
Write-ins	1	2	5	10	0	9	27	10
TOTAL	838	376	722	772	866	820	4,394	288
LIBRARY TRUSTEES (2) 3 Yrs.								
Blanks	176	71	140	148	141	132	808	73
Edith F. Entwistle*	232	108	194	216	236	242	1,228	48
Robert D. Peters*	173	91	147	159	158	188	916	57
Paula F. Benard, Jr.	163	58	143	117	170	136	787	50
David L. O'Hearn	94	48	98	132	160	116	648	56
Write-ins	0	0	0	0	1	6	7	4
TOTAL	838	376	722	772	866	820	4,394	288
PLANNING BOARD (2) 5 Yrs.								
Blanks	275	107	232	216	226	212	1,268	85
John A. DeFrancesco*	291	134	250	278	327	307	1,587	102
Jayne L. Hyde*	269	135	238	272	313	289	1,516	94
Write-ins	3	0	2	6	0	12	23	7
TOTAL	838	376	722	772	866	820	4,394	288
BOARD OF HEALTH (1) 3 Yrs.								
Blanks	133	44	121	116	121	105	640	31
Eugene Terry McSweeney*	283	144	240	268	310	300	1,545	111
Write-ins	3	0	0	2	2	5	12	2
TOTAL	419	188	361	386	433	410	2,197	144
HOUSING AUTHORITY (1) 5 Yrs.								
Blanks	47	9	30	48	35	37	206	15
Andrew A. Giordano	133	58	155	162	162	135	805	47
Michael S. Runyan	237	121	176	176	236	234	1,180	80
Write-ins	2	0	0	0	0	4	6	2
TOTAL	419	188	361	386	433	410	2,197	144

Town of Burlington

RECREATION COMM. (1) 3 Yrs.								
Blanks	80	23	65	67	64	64	363	16
Kevin J. Sullivan	338	164	295	313	366	342	1,818	126
Write-ins	1	1	1	6	3	4	16	2
TOTAL	419	188	361	386	433	410	2,197	144
SHAWSHEEN TECH H.S. (1) 3 Yrs.								
Blanks	115	45	115	99	98	87	559	35
Alfred J. Verrier	301	141	246	283	335	320	1,626	108
Write-ins	3	2	0	4	0	3	12	1
TOTAL	419	188	361	386	433	410	2,197	144
PRECINCT 1								
TOWN MEETING - 3 YR (6)	1	2	3	4	5	6	Total	
Blanks	615						615	
Michael J. Austin*	265						265	
John S. Ivas*	199						199	
Robert J. Macdonald*	255						255	
Michael Marchese, Jr.*	246						246	
Cynthia J. Phillips*	227						227	
Sharmili P. Das	106						106	
Bruce A. Morey	163						163	
Richard R. Raso	185						185	
Andrea C. Sheehan	253						253	
Write-ins	0						0	
TOTAL	2,514						2,514	
PRECINCT 2								
TOWN MEETING - 3 YR (6)								
Blanks		539					539	
Ann Marie Comer*		137					137	
Michael S. Runyan*		149					149	
Anthony G. Sapienza*		128					128	
Jerome J. Lynch, Jr.		142					142	
W/I Patti Carew		13					13	
W/I Andrew Olney		12					12	
Write-ins all others		8					8	
TOTAL		1,128					1,128	
PRECINCT 3								
TOWN MEETING - 3 YR (6)								
Blanks			782				782	
Frances M. Heartquist*			232				232	
John D. Kelly*			228				228	
Daniel J. Raske*			244				244	
Roger S. Riggs*			221				221	
Louis P. Rubino*			231				231	
Walter T. Zenkin*			226				226	
Write-ins			2				2	
TOTAL			2,166				2,166	
PRECINCT 3								
TOWN MEETING - 2 YR (1)								
Blanks			37				37	
James Patterson			248				248	
Monte L. Pearson			75				75	
Write-ins			1				1	
TOTAL			361				361	

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PRECINCT 4							
TOWN MEETING - 3 YR (6)							
Blanks				639			639
Betty M. Bullock*				275			275
Karen Cooper*				218			218
Andrew Groh*				236			236
Michael A. Proulx*				249			249
Robert Michael Shea*				248			248
Timothy M. Cummings				198			198
Lori Kashgegian				246			246
Write-ins				7			7
TOTAL				2,316			2,316
PRECINCT 4							
TOWN MEETING - 2 YR (1)							
Blanks				58			58
Michael C. Dellemonico				169			169
Timothy J. Horgan				155			155
Write-ins				4			4
TOTAL				386			386
PRECINCT 4							
TOWN MEETING - 2 YR (1)							
Blanks				86			86
Wendi J. Dellemonico				293			293
Write-ins				7			7
TOTAL				386			386
PRECINCT 5	1	2	3	4	5	6	TOTAL
TOWN MEETING - 3 YR (6)							
Blanks					583		583
Susan MacDonald Boari*					270		270
Kenneth R. Forte*					267		267
Louise S. Freeman*					195		195
Joanne L. Kinchla*					208		208
Joseph E. Morandi*					253		253
Auralie P. Slowey*					184		184
Anna G. Karwan					201		201
Phyllis D. Roussell					233		233
David S.Tait					204		204
Write-ins					0		0
TOTAL					2,598		2,598
PRECINCT 6							
TOWN MEETING - 3 YR (6)							
Blanks						635	635
Marie R. Ardito*						278	278
Catharine M. Boucher*						288	288
Florence Dolly Mountain*						264	264
John G. Cormier						279	279
Thomas R. Miliano						279	279
Joanna L. Schlansky						241	241
Robert G. Schlansky						193	193
Write-ins						3	3
TOTAL						2,460	2,460

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.

Town of Burlington

Wardens:	<u>Votes Cast</u>	Registered <u>Voters</u>	<u>%</u>
Prec. 1 Paul Raymond	419	2,580	16.2%
Prec. 2 Marjorie Pearson	188	1,867	10.1%
Prec. 3 Paula Davis	361	2,457	14.7%
Prec. 4 Patricia Stanford	386	2,035	19.0%
Prec. 5 Joan Hastings	433	2,460	17.6%
Prec. 6 Elmer Larson	410	2,389	17.2%

The above figures includes 164 Absentee Ballots cast by precinct as follows: 1=29, 2=15, 3=24, 4=28, 5=44, 6=24.

VOTER PROFILE:	<u>AGE</u>	<u>TOTAL</u>	<u>%</u>
	18-30	75	3.4%
	31-40	260	11.8%
	41-50	507	23.1%
	51-60	399	18.2%
	61-70	474	21.6%
	71-80	399	18.2%
	80+over	83	3.8%
	Total	2197	100%

WEATHER: Sunny, 40's

Attest:

Jane L. Chew, CMC
Town Clerk

TOWN OF BURLINGTON

TOTAL TALLY SHEET

SEPTEMBER 17, 2002

Election

Eligible Voters

14,035

Total Votes Cast

3,902

Percent

27.8%

PRECINCT	1	2	3	4	5	6	TOTAL
Democrat	465	313	517	413	514	478	2,700
Republican	234	132	226	198	214	185	1,189
Libertarian	2	2	3	1	1	2	11
Green	0	0	1	0	0	1	2
TOTAL VOTES CAST	701	447	747	612	729	666	3,902
DEMOCRATIC PARTY							
US SENATOR							
Blanks	68	47	84	71	85	63	418
John F. Kerry	395	262	429	337	426	414	2,263
Write-ins	2	4	4	5	3	1	19
TOTAL	465	313	517	413	514	478	2,700
GOVERNOR							
Blanks	9	4	6	4	10	8	41
Thomas F. Birmingham	109	91	113	101	114	121	649
Steven Grossman	1	4	2	3	0	3	13
Shannon P. O'Brien	140	93	196	140	181	153	903
Robert B. Reich	112	64	106	89	95	106	572
Warren E. Tolman	94	57	94	76	114	87	522
Write-ins	0	0	0	0	0	0	0
TOTAL	465	313	517	413	514	478	2,700
LIEUTENANT GOVERNOR							
Blanks	59	23	46	46	44	43	261
Christopher F. Gabrieli	210	119	254	181	240	223	1,227
Lois G. Pines	103	83	138	104	125	107	660
John P. Slattery	93	88	79	81	105	104	550
Write-ins	0	0	0	1	0	1	2
TOTAL	465	313	517	413	514	478	2,700
ATTORNEY GENERAL							
Blanks	105	51	118	85	102	77	538
Thomas F. Reilly	360	261	396	326	412	401	2,156
Write-ins	0	1	3	2	0	0	6
TOTAL	465	313	517	413	514	478	2,700
SECRETARY OF STATE							
Blanks	124	69	131	99	117	105	645
William Francis Galvin	341	243	383	314	397	373	2,051
Write-ins	0	1	3	0	0	0	4
TOTAL	465	313	517	413	514	478	2,700

Town of Burlington

TREASURER							
Blanks	64	39	59	62	41	46	311
Michael P. Cahill	64	47	52	49	73	54	339
Timothy P. Cahill	134	70	155	103	161	158	781
Stephen J. Murphy	134	101	159	128	162	148	832
James W. Segel	69	56	92	71	77	72	437
Write-ins	0	0	0	0	0	0	0
TOTAL	465	313	517	413	514	478	2,700
AUDITOR							
Blanks	130	77	132	108	126	115	688
A. Joseph DeNucci	333	236	384	305	387	362	2,007
Write-ins	2	0	1	0	1	1	5
TOTAL	465	313	517	413	514	478	2,700
CONGRESS							
	DEMOCRATIC PARTY						
	1	2	3	4	5	6	TOTAL
Blanks	103	66	114	83	96	77	539
John F. Tierney	361	247	402	328	417	399	2,154
Write-ins	1	0	1	2	1	2	7
TOTAL	465	313	517	413	514	478	2,700
COUNCILLOR							
Blanks	153	87	169	128	137	132	806
Michael J. Callahan	311	225	346	285	376	345	1,888
Write-ins	1	1	2	0	1	1	6
TOTAL	465	313	517	413	514	478	2,700
STATE SENATOR							
Blanks	129	77	135	102	108	108	659
Robert A. Havern, III	335	234	381	309	403	366	2,028
Write-ins	1	2	1	2	3	4	13
TOTAL	465	313	517	413	514	478	2,700
STATE REPRESENTATIVE							
Blanks	24	26	26	21	26	14	137
Charles A. Murphy	405	248	438	349	446	419	2,305
Terrence L. Parker	36	39	53	43	42	45	258
Write-ins	0	0	0	0	0	0	0
TOTAL	465	313	517	413	514	478	2,700
DISTRICT ATTORNEY							
Blanks	122	67	121	94	104	88	596
Martha Coakley	342	245	396	318	410	390	2,101
Write-ins	1	1	0	1	0	0	3
TOTAL	465	313	517	413	514	478	2,700

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REGISTER OF PROBATE							
Blanks	75	44	74	80	57	59	389
John R. Buonomo	256	164	290	202	300	285	1,497
Diane Poulos Harpell	54	43	65	45	50	52	309
Ed McMahon	79	62	88	86	107	82	504
Write-ins	1	0	0	0	0	0	1
TOTAL	465	313	517	413	514	478	2,700
US SENATOR							
REPUBLICAN PARTY							
Blanks	199	118	208	180	188	170	1,063
Write-ins	35	14	18	18	26	15	126
TOTAL	234	132	226	198	214	185	1,189
GOVERNOR							
Blanks	27	19	14	15	16	9	100
Mitt Romney	206	110	212	180	194	173	1,075
Write-ins	1	3	0	3	4	3	14
TOTAL	234	132	226	198	214	185	1,189
LIEUTENANT GOVERNOR							
Blanks	2	2	3	4	6	1	18
Kerry Murphy Healey	128	58	139	134	120	105	684
Jim Rappaport	104	72	84	60	88	78	486
Write-ins	0	0	0	0	0	1	1
TOTAL	234	132	226	198	214	185	1,189
ATTORNEY GENERAL							
Blanks	221	126	215	192	203	180	1,137
Write-ins	13	6	11	6	11	5	52
TOTAL	234	132	226	198	214	185	1,189
SECRETARY OF STATE							
REPUBLICAN PARTY							
	1	2	3	4	5	6	TOTAL
Blanks	112	76	95	97	99	82	561
Jack E. Robinson, III	118	54	130	100	115	101	618
Write-ins	4	2	1	1	0	2	10
TOTAL	234	132	226	198	214	185	1,189
TREASURER							
Blanks	44	40	41	45	46	38	254
Daniel A. Grabauskas	106	46	79	70	78	71	450
Bruce A. Herzfelder	84	44	106	83	90	74	481
Write-ins	0	2	0	0	0	2	4
TOTAL	234	132	226	198	214	185	1,189
AUDITOR							
Blanks	227	128	220	196	202	182	1,155
Write-ins	7	4	6	2	12	3	34
TOTAL	234	132	226	198	214	185	1,189

Town of Burlington

US REPRESENTATIVE							
Blanks	66	54	63	69	72	56	380
Mark C. Smith	164	71	161	127	140	127	790
Write-ins	4	7	2	2	2	2	19
TOTAL	234	132	226	198	214	185	1,189
COUNCILLOR							
Blanks	226	128	220	195	202	184	1,155
Write-ins	8	4	6	3	12	1	34
TOTAL	234	132	226	198	214	185	1,189
STATE SENATOR							
Blanks	223	122	223	195	205	183	1,151
Write-ins	11	10	3	3	9	2	38
TOTAL	234	132	226	198	214	185	1,189
STATE REPRESENTATIVE							
Blanks	201	117	202	163	190	157	1,030
Write-ins	33	15	24	35	24	28	159
TOTAL	234	132	226	198	214	185	1,189
DISTRICT ATTORNEY							
Blanks	226	125	220	195	202	183	1,151
Write-ins	8	7	6	3	12	2	38
TOTAL	234	132	226	198	214	185	1,189
REGISTER OF PROBATE							
Blanks	85	65	85	75	88	73	471
John W. Lambert	149	66	141	122	125	110	713
Write-ins	0	1	0	1	1	2	5
TOTAL	234	132	226	198	214	185	1,189
US SENATOR							
	LIBERTARIAN PARTY						
Blanks	0	0	0	0	0	1	1
Michael E. Cloud	2	2	3	1	1	1	10
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11
GOVERNOR							
Blanks	0	0	0	0	0	1	1
Carla A. Howell	2	2	3	1	1	1	10
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11
LIBERTARIAN PARTY							
LIEUTENANT GOVERNOR	1	2	3	4	5	6	TOTAL
Blanks	0	0	0	1	0	1	2
Richard P. Aucoin	2	2	3	0	1	1	9
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11

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ATTORNEY GENERAL							
Blanks	2	2	3	1	1	2	11
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11
SECRETARY OF STATE							
Blanks	2	2	3	1	1	2	11
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11
TREASURER							
Blanks	2	2	3	1	1	2	11
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11
AUDITOR							
Blanks	0	0	0	1	0	2	3
Kamal Jain	2	2	3	0	1	0	8
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11
US REPRESENTATIVE							
Blanks	2	2	3	1	1	2	11
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11
COUNCILLOR							
Blanks	2	2	3	1	1	2	11
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11
STATE SENATOR							
Blanks	2	2	3	1	1	2	11
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	7
STATE REPRESENTATIVE							
Blanks	0	0	0	1	0	1	2
Elias Israel	2	2	3	0	1	1	9
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11
DISTRICT ATTORNEY							
Blanks	2	2	3	1	1	2	11
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11
REGISTER OF PROBATE							
Blanks	2	2	3	1	1	2	11
Write-ins	0	0	0	0	0	0	0
TOTAL	2	2	3	1	1	2	11

Town of Burlington

	GREEN PARTY						
US SENATOR							
Blanks	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2
GOVERNOR							
Blanks	0	0	0	0	0	0	0
Jill E. Stein	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2
LIEUTENANT GOVERNOR							
Blanks	0	0	0	0	0	0	0
Anthony F. Lorenzen	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2
ATTORNEY GENERAL							
Blanks	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2
SECRETARY OF STATE							
Blanks	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2
TREASURER							
Blanks	0	0	0	0	0	0	0
James O'Keefe	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2
AUDITOR							
Blanks	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2
US REPRESENTATIVE							
Blanks	0	0	1	0	0	0	1
Write-ins	0	0	0	0	0	1	1
TOTAL	0	0	1	0	0	1	2
COUNCILLOR							
Blanks	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2

2002 Annual Report

STATE SENATOR							
Blanks	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2
STATE REPRESENTATIVE							
Blanks	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2
DISTRICT ATTORNEY							
Blanks	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2
REGISTER OF PROBATE							
	GREEN PARTY						
	1	2	3	4	5	6	TOTAL
Blanks	0	0	1	0	0	1	2
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	1	0	0	1	2

The polls were open at 7:00 a.m. at the Burlington High School. All precinct workers were sworn in by the Wardens. The machines and ballot boxes were all checked, memory packs were sealed, and the counters all read zero. The polls closed at 8:00 p.m.

Wardens:	<u>Votes Cast</u>	<u>Registered Voters</u>	<u>%</u>	<u>% of Total Voting</u>	
Prec. 1 Mabel Nevins	701	2,630	26.7%	DEM	19.2%
Prec. 2 Marjorie Pearson	447	1,930	23.2%		
Prec. 3 Paula Davis	747	2,497	29.9%	REP	8.5%
Prec. 4 Patricia Stanford	612	2,068	29.6%		
Prec. 5 Joan Hastings	729	2,502	29.1%	LIB	0.1%
Prec. 6 Elmer Larson	666	2,408	27.7%	GREEN	0.0%
	3902	14,035			

The above figures include 129 Absentee Ballots cast by precinct as follows: 1=23, 2=8, 3=34, 4=29, 5=14, 6=21.

Attest:

Jane L. Chew
Town Clerk

TOWN OF BURLINGTON

TOTAL TALLY SHEET

NOVEMBER 5, 2002

Election

Eligible Voters

14,182

Total Votes Cast

9,364

Percent

66.0%

PRECINCT	1	2	3	4	5	6	TOTAL
TOTAL VOTES CAST	1,726	1,199	1,693	1,378	1,738	1,630	9,364
SENATOR IN CONGRESS							
Blanks	130	94	167	115	127	124	757
John F. Kerry	1,214	843	1,164	985	1,273	1,186	6,665
Michael E. Cloud	374	244	354	256	331	311	1,870
Write-in (Randall Forsberg)	6	13	6	14	1	5	45
Write-ins (all others)	2	5	2	8	6	4	27
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
GOVERNOR/LT. GOVERNOR							
Blanks	10	11	20	17	12	15	85
Howell & Aucoin	23	18	22	23	24	15	125
O'Brien & Gabrieli	584	437	634	530	639	634	3,458
Romney & Healey	1,046	677	973	765	1,006	933	5,400
Stein & Lorenzen	53	44	36	36	50	25	244
Johnson & Schebel	9	10	7	5	5	7	43
Write-ins	1	2	1	2	2	1	9
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
ATTORNEY GENERAL							
Blanks	445	292	457	335	417	369	2,315
Thomas F. Reilly	1,266	898	1,222	1,021	1,313	1,247	6,967
Write-ins	15	9	14	22	8	14	82
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
SECRETARY OF STATE							
Blanks	169	96	160	119	126	138	808
William Francis Galvin	1,138	814	1,098	953	1,186	1,116	6,305
Jack E. Robinson, III	418	288	435	303	426	374	2,244
Write-ins	1	1	0	3	0	2	7
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
TREASURER							
Blanks	111	82	116	81	93	96	579
Timothy P. Cahill	799	558	771	651	836	827	4,442
Daniel A. Grabauskas	728	466	703	558	717	607	3,779
James O'Keefe	88	92	103	86	91	100	560
Write-ins	0	1	0	2	1	0	4
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364

2002 Annual Report

AUDITOR							
Blanks	219	154	221	165	189	205	1,153
A. Joseph DeNucci	1,144	813	1,141	955	1,217	1,161	6,431
Kamal Jain	131	86	94	86	114	104	615
John James Xenakis	228	144	237	168	218	158	1,153
Write-ins	4	2	0	4	0	2	12
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
CONGRESS							
Blanks	103	66	89	64	69	69	460
John F. Tierney	880	682	934	794	957	951	5,198
Mark C. Smith	741	448	670	517	710	610	3,696
Write-ins	2	3	0	3	2	0	10
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
COUNCILLOR							
Blanks	597	378	596	425	533	490	3,019
Michael J. Callahan	1,115	812	1,092	931	1,200	1,128	6,278
Write-ins	14	9	5	22	5	12	67
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
STATE SENATOR							
Blanks	558	361	576	400	516	462	2,873
Robert A. Havern, III	1,152	826	1,111	958	1,215	1,150	6,412
Write-ins	16	12	6	20	7	18	79
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
STATE REPRESENTATIVE							
Blanks	79	70	88	62	60	53	412
Charles A. Murphy	1,141	784	1,116	971	1,195	1,140	6,347
John J. Cirignano	446	296	429	295	403	369	2,238
Elias Israel	58	49	60	49	80	68	364
Write-ins	2	0	0	1	0	0	3
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
DISTRICT ATTORNEY							
Blanks	480	304	487	354	444	408	2,477
Martha Coakley	1,240	888	1,195	1,008	1,288	1,209	6,828
Write-ins	6	7	11	16	6	13	59
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
REGISTER OF PROBATE							
Blanks	188	132	204	148	129	142	943
John R. Buonomo	999	731	939	822	1,087	1,050	5,628
John W. Lambert	538	334	549	407	522	438	2,788
Write-ins	1	2	1	1	0	0	5
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364

Town of Burlington

Question 1	ELIMINATE STATE PERSONAL INCOME TAX						
Blanks	98	76	97	68	104	94	537
Yes	827	533	818	572	773	732	4,255
No	801	590	778	738	861	804	4,572
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
Question 2	ENGLISH IMMERSION						
Blanks	59	34	98	43	68	65	367
Yes	1,308	866	1,246	1,005	1,318	1,199	6,942
NO	359	299	349	330	352	366	2,055
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364
Question 3	TAXPAYER FUNDING OF POLITICAL CAMPAIGNS						
Blanks	81	69	106	76	99	90	521
Yes	370	275	352	271	298	333	1,899
No	1,275	855	1,235	1,031	1,341	1,207	6,944
TOTAL	1,726	1,199	1,693	1,378	1,738	1,630	9,364

The polls were open at 7:00 a.m. at the Burlington High School. All precinct workers were sworn in by the Wardens. The machines and ballot boxes were all checked, memory packs were sealed, and the counters all read zero. The polls closed at 8:00 p.m.

Wardens:	<u>Votes Cast</u>	<u>Registered Voters</u>	<u>%</u>
Prec. 1 Mabel Nevins	1726	2,653	65.1%
Prec. 2 Marjorie Pearson	1199	1,961	61.1%
Prec. 3 Paula Davis	1693	2,549	66.4%
Prec. 4 Patricia Stanford	1378	2,086	66.1%
Prec. 5 Joan Hastings	1738	2,516	69.1%
Prec. 6 Elmer Larson	1630	2,417	67.4%
Total	9364	14,182	66.0%

The above figures include 399 Absentee Ballots cast by precinct as follows:
1=60, 2=40, 3=104, 4=66, 5=57, 6=72.

Attest:

Jane L. Chew
Town Clerk

ARCHIVES

Established by a vote of Town Meeting in May 1999, the Archives serves the public, preserves and protects the town's history and performs the town's legal records management obligations. In 2002 the department continued to support the work of all town departments and to remain the leading archives/records management office among towns throughout the Commonwealth.

We begin a discussion of the previous year in the archives with a recitation of the Archives' responsibilities and goals:

"Per the general bylaw, the program goals are to: create accurate, complete, and necessary records; effectively administer information resources; organize, preserve and provide easy access to records in a variety of media; transfer inactive/permanent records to the Archives; and to legally dispose of obsolete records."

Every day the Archives devotes its energies to records and records-related issues. In an institutional setting it functions to support the greater mission of the town and its departments. To carry out this role it places service above all other obligations and functions. Despite major changes in 2002, activities in the Archives were marked by a strengthened commitment to service that will only increase in 2003.

The most important change in the department took place in early February, when Lisa Plato, the town's archivist/records manager since 1999, left for a post at Harvard University's Office of Planning and Real Estate. Succeeding her was Daniel McCormack, a veteran of service at a number of special and public libraries. Mr. McCormack holds a bachelors degree from Providence College and masters degrees from the University of Massachusetts-Boston and Simmons College.

Statistics

While final figures were still being analyzed and entered as of the first two weeks of 2003, several facts were apparent. The Archives processed a total of 388 internal requests and 177 requests from the general public for the year ending December 31, 2002. This represents an increase of about 11 percent in internal requests over the past calendar year. There was, however, a decrease of about 12 percent in external requests from 2002. In all, the Archives saw

25 more overall requests despite the fact that the position of Archivist was vacant for a six-week period. Town departments continued increasing their use of space in the vault and records storage area, as 137 cubic feet (approximately 110 boxes) of records were transferred from 11 departments. This figure excludes the approximately 84 feet of records brought over from the Meadowbrook School in August.

Not all records are kept permanently on paper. Records that have reached the end of their usefulness and can legally be destroyed are approved for destruction by department heads and by the Supervisor of Public Records from the Office of the Secretary of the Commonwealth. In 2002 the Archives supervised the destruction of approximately 180 cubic feet, or 163 boxes of records which had exceeded their retention period. This represents a sixfold increase in the volume destroyed over the previous year. A further 50 feet of earning records from the Treasurer's office were satisfactorily microfilmed. Records management duties were the major area of emphasis for the Archives during 2002. With a continued backlog of collections and a need to maximize space, reformatting and destroying documents according to state laws and archival best practices will remain a most important activity during 2003.

Service

As an institutional archives, this department does not exist by and for itself. It fulfills a service and support role. As such, its success is defined by how well it delivers services. Between April and June 2002 the Archives assessed its activities and responsibilities in light of its role as an institutional archives. We implemented procedures to strengthen our service orientation. The essence of those procedures can be summed up in one phrase: Drop everything when a request comes. We reduced the time needed to meet requests to 10 minutes or less in most cases.

Town departments have been the predominant consumers of our services. Besides retrieving and destroying documents we have provided advice to many town departments and boards on the proper care of and legal regulations governing municipal records. In 2002 we visited six departments or boards to provide advice on records and recordkeeping practices. By the middle of 2003 we intend to have completed our visits in order to gain a complete picture of the condition of public records in town.

Aside from town employees, our major research constituency has been genealogists. People in town have visited in search of family members while we have received inquiries from as far away as Germany. Our most distant visitors have come from Ohio and Florida.

Major Accomplishments

- For a number of years the town stored records from a number of different departments in the basement of the Meadowbrook School. When the town was faced with performing asbestos abatement work in the school, the Archives evacuated nearly 300 feet of those records in less than two weeks.
- In 1999 Town Meeting approved funds to place building plans on microfilm. A test set has been prepared and the microfilm reader/printer is expected to arrive the first quarter of 2003.
- Town historian J. Edward Fogelberg's papers arrived at the archives in 2000. By the end of 2002 the collection was approximately 65 percent processed, with full processing expected to be completed by March 2003.

Recognition

In June the Archivist/Records Manager was part of a panel discussion at the Massachusetts Town Clerks' Association on the subject of municipal records programs.

We have hosted town officials from Andover, Orange, and Somerville, while Westford officials have also sought our advice.

An examination of the 2001 Annual Report indicates that other towns had also visited Burlington to view its archives. This continued interest in Burlington's archives shows that other towns view us as an example of how to put together a successful municipal records program.

The Coming Year

During 2003 the Archives is expected to continue emphasizing records management. At the beginning of the calendar year the department has identified 17.5 cubic feet of records that can be destroyed. A preliminary survey of the Fire Department's records has been completed and will be final-

ized within the first quarter of 2003. Surveys are planned for other departments, including the Planning Department and Library. In addition the Archives plans to review personnel records and electronic resources usage policies.

More town records have been targeted for eventual reformatting. At present 12.5 cubic feet of Treasurer's Department records have been targeted for microfilming in addition to approximately seven years of building plans. We are constantly reviewing other town documents in order to target other candidates for reformatting.

Conclusion

Burlington's Archives is an unusual institution among municipalities in Massachusetts. Despite an explosion in paperwork, examples of municipalities mishandling documents and extensive laws governing public records, many communities do not have a system or strategy in place for addressing their archives and records management obligations. Burlington has taken the lead in taking care of its legal, fiscal, and administrative requirements governing public records. Such an approach is not surprising in a community where citizens expect that town affairs will be handled in a professional manner.

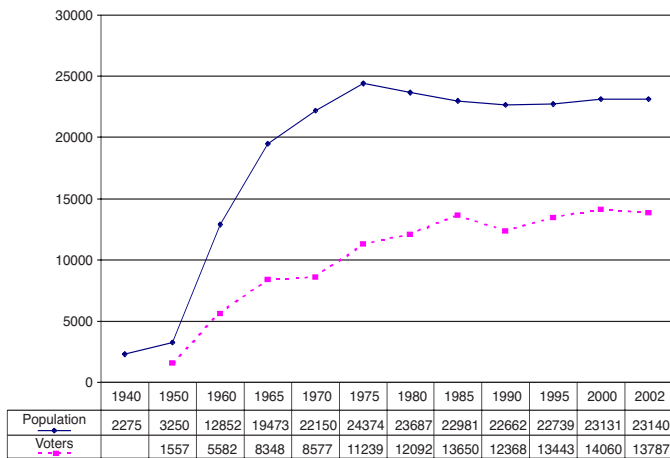
None of this would have been possible without the support of citizens and assistance of a number of town boards and individuals. Above all, the leadership of Town Clerk Jane Chew has made the archives the paramount institution of its kind in Massachusetts, if not in all of New England. The Records Management Commission has provided important guidance and support for the program while the Historical Commission has been a key supporter of the program. Lisa Plato deserves tremendous credit for creating and shepherding the Archives through the first few years of its existence. In the end, all citizens of Burlington must take credit for believing in the program and supporting this element of professional town government.

Respectfully submitted,

Daniel McCormack
Archivist/Records Manager

BOARD OF REGISTRARS

POPULATION/REGISTERED VOTERS (March): Based on Annual Town Census



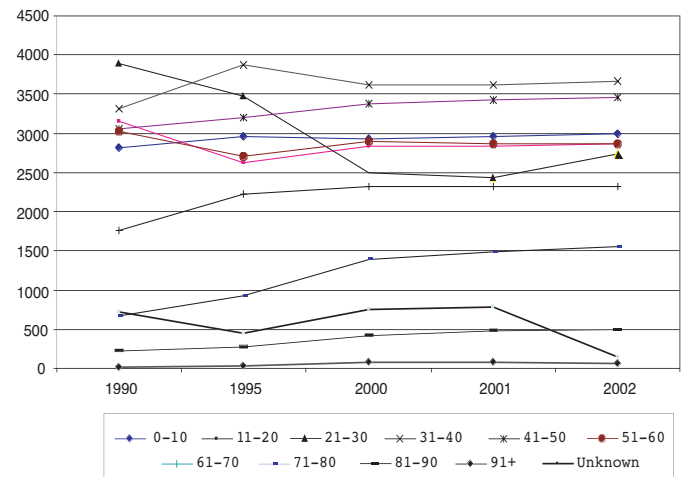
Year-End Summary:

- 1050 - # of residents registered and added to the rolls
- 1407 - # of residents dropped from the rolls
- 214 - # of voters placed on the inactive rolls
- 2698 - # of persons eligible but not registered
- 84% - eligible residents registered to vote
- 287 - Registration Forms sent to 18 yr. Olds
- 694 - Registration Forms sent to non-voters
(census requests and signers of petitions)
- 741 - Mail-In Registrations Received

Population Trends

Age Group	1990	1995	2000	2001	2002	Since 1990
0-10	2815	2955	2931	2963	2990	6.2%
11-20	3160	2620	2833	2837	2861	-9.5%
21-30	3889	3476	2500	2440	2733	-29.7%
31-40	3311	3877	3624	3620	3665	10.7%
41-50	3062	3208	3378	3424	3464	13.1%
51-60	3031	2712	2905	2859	2862	-5.6%
61-70	1756	2220	2325	2315	2317	31.9%
71-80	672	926	1398	1495	1551	130.8%
81-90	220	270	417	474	495	125.0%

Age History Chart



Respectfully submitted,

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

POLICE DEPARTMENT

** Departmental Roster **

Chief of Police

Francis Hart

Captains

Barry Solomon George Devlin

Lieutenants

Alfred Sciuto Walter Bevis
Carleton Boutwell William Faria

Sergeants

Gerald Mills Thomas Duffy
Ralph Patuto Glen Mills
Stephen O'Meara Robert T. Kirchner
John Walthall Michael McDade

Patrol Officers

Charles Chicarello	Thomas Fournier
Robert Aloisi	Bernard Schipelliti
Frank Nardone	Anne Marie Browne
Thomas Sullivan	Daniel Houston
Christopher Priest	Kevin Cooney
Kevin Rogers	Timothy Kirchner
Michael Joyce	David McLean
Robert Healey	Albert Gagne
Stephen Cross	Paul Glejzer
Gary Burdick	Gregory Skehan
Edward Mackey	Robert Aloisi, Jr.
Spyros Tsingos	Keith Sheppard
Gary Redfern	Stephen Papagno
Michael DeBye	John Thompson
Richard Hanafin	Lyn Reynolds
Robert Downer	Joseph Papsedero
James Tigges	William A. Soda
Timothy McDonough	Thomas P. Browne
Harry Sawyer, Jr.	Ivette Thompson
Charles Ferguson III	Gabrielle Hersee
William Preston	Kevin Doherty

Clerical Staff

Catherine M. Devaney Jeanne Jones
Rosemarie Tieri

Traffic Supervisors/Matrons

Helen M. Bulman – Head Traffic Supervisor
Helen Dignan Carol Santoro
Nancy Bibbey Marie Reinold
Maureen Robillard Carol Jangro
Carol Goodwin Maureen Wall
Claire Hogaboom Janet Testa-Fox
Eileen O'Meara-Barnard Christine DeSantis
Mary Ellen Tully

Civilian Dispatchers

Gail Fay June Connolly
Sharon Srabian

Animal Control Officer

Gerry Mills, Jr.

Introduction

In last year's report, I speculated on what it would be like writing this year's report, having completed my first year as Police Chief. As I look back upon the year, I am pleased to report that your police department fully acted upon our stated "buzzwords," activities and accomplishments. Much was accomplished, yet much still needs to be done. There is never a time when we will feel totally satisfied because constant growth and development are essential to any thriving organization. 2003 promises to be a challenging year, with the specter of an uncertain economy hovering over us. We actively solicit help from the community, in all ways. There are many ways you can help: volunteer some time, lend your technical expertise, donate equipment, or partner with us in a community-policing project. We remain open to ideas at all times and I can be reached at (781) 270-1918 or by e-mail, at franhart@burl-mass.org.

Crime Overview

The chart below summarizes the changes from 2001.

Crime Comparison - 2001 vs. 2002

	2001 TOTALS	2002 TOTALS	CHANGE
Homicide	0	0	N/C
Robbery	8	10	25%
Rape	0	1	+1 incident
Assault (Aggravated & Simple)	76	49	-25%
Larceny	750	792	6%
Narcotics Violations	7	14	100%
Burglary	42	54	25%
Motor Vehicle Theft	60	57	-5%
TOTALS	943	977	4%

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.

Traffic Enforcement

Through retirements and promotions, many changes took place this year in all areas of the department. The traffic division was affected in a number of ways. Sergeant Tom Duffy assumed leadership of the Traffic Division in 2002 due to the promotion of Sergeant Bill Faria to Lieutenant. Officer Mike McDade, formerly a patrol officer in the traffic unit, was promoted to Sergeant, leaving a void in the traffic division. While designed to be a unit of four plus one sergeant, this unit has operated with only three officers virtually all year. The manpower shortage caused by retirements, both "normal" and those under the Early Retirement Incentive, coupled with some long-term injuries really affected this unit in that we were not able to fill that fourth slot. In addition, two of the three remaining officers have split duties and are unable to devote themselves full-time to traffic duties. That said, the rest of the department helped by devoting some additional time to traffic assign-

ments. Command officers were charged with the responsibility of scheduling at least three assignments per shift beyond those scheduled by the traffic division. This extra effort resulted in a 20% increase in traffic citations issued.

During the year, we tried to be very responsive to requests from neighborhoods for more enforcement. We engaged in some more "positive enforcement" activities, rewarding people for wearing their seatbelts. We had a very active safety-seat inspection program, utilizing the talents of Officers Bernie Schipelliti and Kevin Cooney. This program includes personalized inspections here at the station as well as a safety-seat checkpoint day held at the Burlington Mall.

The following chart shows the top five violations cited, with comparisons to 2001:

Violation	Charges Cited 2001	Charges Cited 2002
Speeding	2,882	4,233
Seatbelt Violation	893	1,307
Red Light	1,449	1,241
Uninspected Vehicles	204	476
Sign Violations (U-Turn, Do Not Enter, etc.)	574	416

Grants

Although the pool of available grants began to dwindle in response to tougher economic times, we aggressively pursued as many grant opportunities as possible. We secured grants for computer upgrades, bicycle helmets, traffic enforcement, anti-terrorism equipment, safety-seat inspections and community policing. In total, \$182,900 was raised this past year through the grant process. It is important to note that grants are designed to supplement items contained in a budget – they cannot be used to supplant operating expenses. One of the most exciting grants is for a live-scan fingerprint system. This will allow us to scan fingerprints of suspects without the need for ink, while electronically transmitting those prints to federal and state agencies. Within four to six minutes, we will know if that person is wanted. I will report on this next year, as the money was appropriated in 2002 but the equipment will not be delivered until 2003.

Activities and Accomplishments

Activities

Activity was a central theme this year. The police department renewed its partnership with the Drug and Alcohol Task Force. They provided valuable input into our revamped alcohol policy, which still stresses “zero tolerance” but now addresses loopholes that previously existed. One of the unique features of this revised policy is the inclusion of a letter of support from all the coaches at the Burlington High School, which supports the notion of not giving any extra consideration to student athletes. In February, we conducted a safety-seat checkpoint at the Burlington Mall, inspecting over 100 safety-seats and finding nearly all of them installed incorrectly. In April, we started the first “Employee of the Month” program, recognizing contributions of our personnel on a monthly basis. In May, we conducted our first “open house” in over ten years and it was a smashing success. We also ran a popular “Bicycle Rodeo” for children. In August, we participated for the first time ever in “National Night Out.” Activities for this event included a “flashlight parade” and visits to local neighborhood cookouts where officers introduced themselves and residents got a chance to associate officers’ names with their faces. As we have done for 32 years, we once again conducted “Safety Town” at the mall. In September, we sponsored an “Auto Etching Day” where officers marked a vehicle owner’s glass with the car’s Vehicle Identification Number to reduce the chance of theft and to qualify the owner for a discount on their insurance. In October, we invited children into the station on Halloween, with officers distributing candy to the trick-or-treaters. In November, we purchased Child Identification Kits for every elementary school student. Kits were distributed to the schools and sent home with each child. In December, we sponsored the third annual Senior Citizen Holiday Dinner, with employee volunteers serving up the food. Through the combined efforts of Officer James Tigges and Burlington Mall manager Rick Tonzi, we were able to establish a presence at the mall using a vendor cart that was remodeled to accommodate our needs. With this cart, we can promote special events throughout the year and offer literature on a variety of topics. There were many other activities we participated in during 2002, but space prevents listing them all. We hope to publish a “Burlington Police: Year in Review” document, which will be available on our website (www.bpd.org) sometime in the near future.

Accomplishments

During the year, many people changed assignments. New positions were created with the hope of ultimately giving each officer a specialty role within the department. Sergeant William Faria was promoted to lieutenant. Glen Mills was appointed as a permanent sergeant and accepted the responsibility of maintaining our new “Reverse 911” system, a community notification system that alerts people to any important or dangerous situations. Officers Robert Kirchner and Michael McDade were promoted as acting sergeants, with Sergeant McDade assuming command of the bicycle unit. Lieutenant Walter Bevis was assigned as the critical incident/emergency-planning officer. Sergeant Tom Duffy was assigned as the traffic division supervisor and also led our firearms training unit. Officer Robert Healey was selected as the technology officer. Lieutenant Carl Boutwell and Officer Thomas Browne were assigned as our accreditation team, to help the department achieve professional certification. They also assumed the important role of background investigators for new candidates. Officer Tom Fournier was picked as the new Youth Services Officer, while Steve Cross and Ivette Thompson were chosen as the new D.A.R.E. officers. Officer Cross was also instrumental in starting our cable television program “Police Beat” as well as our recurring column in the Burlington Union “BPD Voices”. Officer Dan Houston was selected as the department’s wellness officer, while Officer Greg Skehan was assigned to be the department’s liaison officer to the Community Life Center. Officer Bill Soda was selected as assistant technology officer. Officers Spyros Tsingos and Joe Papsedero were selected as the department’s armorers. Twelve officers received certification as “bicycle officers” increasing the available pool of trained bicycle officers from six to eighteen. Bicycle patrols were more evident than ever in 2002, and used in many ways, and in many places, including at the Mill Pond Reservoir, at school parking lots during the first day of school, on the back roads on Halloween, and at the high school football games. A high degree of visibility and personal contact with citizens is achieved through such patrols. Regular departmental training was a major accomplishment during 2002. Nearly every month, some form of training was offered. Subjects included Professional Traffic Stops, Racial Profiling, Alcohol Enforcement, and Domestic Violence, as well as specialized training on our updated computer system and our annual firearms qualifications. We also contributed \$10,000 from our Community Policing grant to help make the Burlington Skatepark a reality.

Retirements

During the year, we lost seven officers from our staff. Officer Tim Filep resigned to accept other employment. Sergeant Dick Sheppard and Officer Ken Reynolds retired after many years of service. The Early Retirement Incentive, adopted by the Town, prompted four other long-time employees to retire: Inspector William Duffy, Officer Dennis Thompson, Officer Paul Anderson and Officer Barry Cosgrove. We wish all these officers good luck and a prosperous future.

Future Direction

In 2003, we hope to achieve many goals that we have set in our strategic planning process. One of these is a comprehensive Field Training Program, for new officers. We also hope to reorganize and refocus our detective unit. We expect a new national D.A.R.E. curriculum will be in place sometime in 2003 and it is our intent to continue with this important program. We will continue to promote our community programs and hope to have a newly revamped Citizens Police Academy.

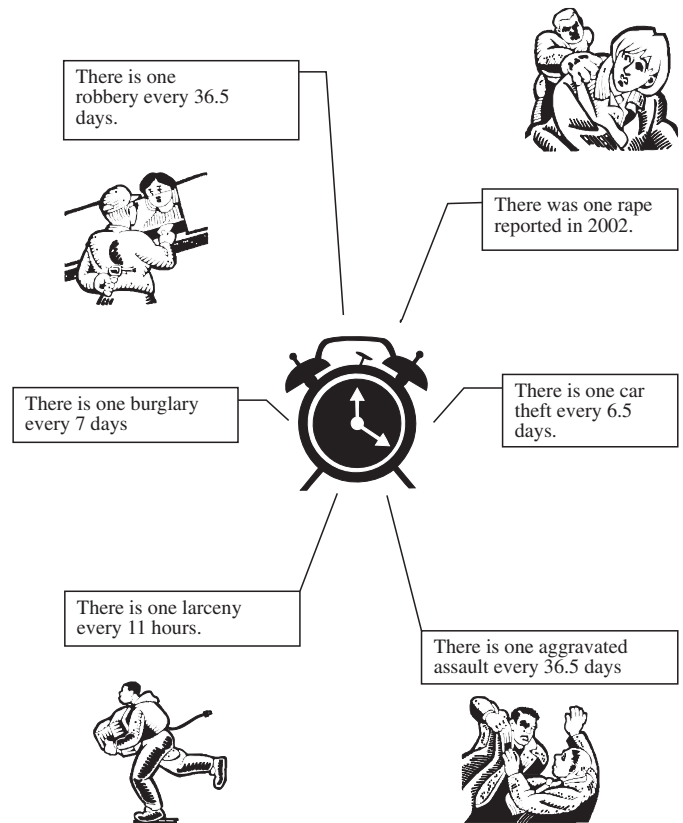
Acknowledgments

Many, many people and organizations were so helpful to us this past year. It is hard to single one out for fear of ignoring another, but we must recognize the help and support of Town Administrator Robert Mercier, Human Resources Director Anne Marie Tucciarone-Mahan and Selectman Gary Gianino as three of the people we work most closely with. Thanks to the community for their support during the year – support that is so crucial. As always, special thanks to the employees who do the job day in and day out. Your dedication and support is recognized and appreciated. Personal thanks to Captain Barry Solomon, who served as Acting Chief for the first few weeks in January and has helped me enthusiastically through my first year as chief.

Respectfully submitted,

Francis Hart
Chief of Police

2002 CRIME CLOCK FOR BURLINGTON



ARREST ACTIVITY - 2002

Arrests in 2001: 236 Arrests in 2002: 252
Percentage Change: 6.8%

The total number of arrests for the year was 252. Breakdowns by different categories are listed below.

Historically, the majority of arrests involve more males than females. In 2002, this was no exception, as the chart below indicates:

Arrests by Sex	
Males	Females
196	56

Arrests are typically distributed across the three working shifts unevenly. The evening shift (4 P.M. – Midnight) usually has the most arrests, because it is usually the busiest shift. Here is the breakdown:

Arrests by Shift		
Day	Evening	Night
(8/4)	(4/12)	(12/8)
69	139	44

The busiest days for arrests in 2002:

Arrests by Day of Week	
Friday	51
Saturday	46
Tuesday	37
Sunday	36
Thursday	31
Monday	28
Wednesday	23

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

Arrests by Month	
October	27
April	27
March	27
December	26
May	23
November	22
January	22
July	21
February	18
June	16
August	13
September	10



Bicycle Officer Steve Papagno

More people are arrested from Burlington than anywhere else. Here are the top locations from whence our arrestees come:

Burlington	62	Lowell	6
Woburn	30	Revere	5
Boston	25	Medford	5
Out of State	20	Stoneham	4
Billerica	16	Malden	4
Somerville	10		

Criminal Summons Issued: 184



Officer Tigges, Chief Hart, Sheila Hennessy from Burlington Mall, Dispatcher Connolly and Officer Schipelliti in front of the new police cart at the mall.

Offenses Charged During Arrests

A & B.	19	A & B Indecent Under 14, Injury.	2
A & B on Police Officer.	3	A & B Domestic.	1
A & B, Dangerous Weapon.	6	A & B, Elder 60+ Years	2
Abandoning M/V.	1	Attaching Plates	12
B & E, Night, Day-Felony	2	B & E, Night, Misdemeanor	1
B&E, Daytime, Misdemeanor.	1	B & E, Motor Vehicle	2
Credit Card, False, <= \$250	1	Buy/Receive/Etc. Stolen M/V	1
Defective Equipment	12	Commit a Crime-Threat Of.	5
Defraud Innkeeper	1	Credit Card, False, > \$250	7
Disorderly Person	7	Disturbing the Peace	1
Failure to Display Insp Sticker	2	Failure to Drive within Marked Lanes	3
Failure to Obey Traffic Sign	4	Failure to Keep Right	1
Failure to Use Care Starting/Stopping.	7	Failure to Stop for Police Officer	4
False Report of a Crime	1	Failure to License Dog	0
False Name & Address to Police Officer	3	Failure to Yield to Vehicle on Right.	1
Forgery	5	Following Too Closely.	0
Indecent A & B Person 14+	2	Hypodermic Needle/Syringe.	3
Larceny from Building	2	Kidnapping	1
Larceny of M/V or Trailer	2	Lewd & Lascivious	1
Larceny of Property, > \$250	32	Larceny of Credit Card	3
Leaving Scene, Property Damage/or P.I.	12	Larceny of Property, <= \$250	1
License not in Possession	1	Malicious Damage, > \$250.	14
Marked Lanes.	8	M/V Trespass.	1
Not Duly Licensed	7	Minor Transporting/Possessing Alcohol	6
Operating after Revocation	20	Make/Use/Sell False Liquor ID	2
Operating after Revocation of Registration.	28	Operating after Revocation for OUI	1
Operating after Suspension	2	Operating M/V without License	20
Operating after Suspension for OUI	1	Operating after Suspension, 2nd Offense	2
Operating M/V without Seatbelt	2	Possession Burglarious Tools	4
OUI – Drugs	3	Operating to Endanger.	4
OUI – Liquor.	22	Open Container in M/V.	1
Possession Class A Drugs	3	OUI – One Prior Offense.	7
Possession Class D Drugs	14	Possession Class B Drugs	1
Possession Class E Drugs	1	Possession Class D Drugs – 2nd Offense.	2
Rape/abuse child <16.	1	Receiving Stolen Property, <= \$250	3
Receiving Stolen M/V	1	Red Light Violation.	13
Receiving Stolen Property, > \$250	16	Speeding	35
Shoplifting – All Forms	29	Trespassing	8
Stop Sign/Traffic Sign Violation	1	Uninsured/Unregistered M/V	23
Armed Robbery.	2	Violation Restraining Order	10
Uttering.	6	Warrants – All Types	78
		Well Being Check	162
		Wires Down.	99

Note: Not each offense is necessarily arrestable by itself. Many offenses are part of a multiple-charge arrest. No SUMMONS information is included.

ACCIDENT ACTIVITY – 2002

Accidents in 2001: 1,449 Accidents in 2002: 1,241
Percentage Change: -14%

The total number of accidents in 2002 was 1,241 – a 14 % reduction from 2001. The total does not necessarily include accidents that were of a very minor nature (requiring no report) or accidents investigated by the State Police.

Accidents by Day of Week		
Thursday	215	17%
Friday	203	16%
Wednesday	195	16%
Monday	177	14%
Tuesday	172	14%
Saturday	157	13%
Sunday	122	10%



Captain Solomon accepts gift certificates from Roche Bros. Store Manager Arthur Ackles for National Night Out

Accidents by Month	
December	138
November	125
August	111
March	110
January	109
October	109
April	107
May	107
June	107
February	81
September	73
July	64



Officers Redfern, Sullivan and Gagne in the new summer uniforms

Types of Accidents	
Angle	687
Rear End	474
Head-On	76
Other/Unknown	4

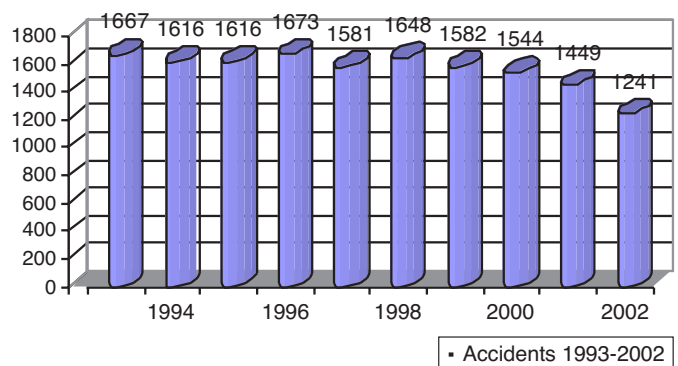
Severity of Injuries	
Killed	1
Serious Visible Injury	9
Minor Visible Injury	41
Injury, Not Visible	66

Accidents by Shift		
8 A.M. – 4 P.M.	636	53%
4 P.M. – Midnight	467	37%
Midnight – 8 A.M.	96	7%
Unknown/Unreported	42	3%

Summary of Locations Where Accidents Occurred

This chart shows locations with nine or more accidents in 2002.

Location	Total Accidents 2002
75 Middlesex Tp (At/near Burlington Mall)	120
34 Cambridge St	31
Center St & Winn St	27
Middlesex Tp & Route 128 N	26
Middlesex Tp & Route 128 S	23
Bedford St & Cambridge St	23
Bedford St & Middlesex Tp	22
Cambridge St & Route 128 S	22
Cambridge St & Route 128 N	21
Mall Rd & Middlesex Tp	18
Cambridge St & Winn St	18
Cambridge St & Mall Rd	18
Middlesex Tp & Wheeler Rd	15
Middlesex Tp & Second Ave	15
Cambridge St & Wilmington Rd	14
41 Mall Rd	14
98 Middlesex Tp	13
Cambridge St & Wayside Rd	13
123 Cambridge St	12
1 Cambridge St	12
Route 128 S & Route 3S	11
Cambridge St & Francis Wyman Rd	10
Cambridge St & Skilton Rd	10
Mall Rd & South Bedford St	9
52 Middlesex Tp	9
43 Middlesex Tp	9



CITATION ACTIVITY – 2002

Citations in 2001: 6,445 Citations in 2002: 7,683
Percentage Change: 19%

The total number of citations written in 2002 was 7,683 – an increase of 19 %. Breakdowns by different categories are listed below.

Types of Citations	
Arrest	55
Civil	2,506
Criminal	127
Warning	4,995

Totals above do not match total number of citations because some citations are issued with mixed types.



Officer Al Gagne and friends at the Bicycle Rodeo

Top Fifteen Violations Cited During 2002

Speeding	4,233
Red Light Violation	1,241
Seatbelt Violation	1,307
Uninspected M/V	476
Stop Sign Violation	416
Failure to Obey Traffic Sign	273
Sign U/Turn Violations	261
Defective Equipment	240
Unregistered M/V	156
License Not in Possession	120
Improper Left Turn	104
Oper After Susp/Revocation	86
Registration Not in Possession	72
Marked Lanes	46
OUI/Alcohol or Drugs	28



Barbara Cunningham is Employee of the Month for June 2002.

Violations by Month

May	1,033
November	710
January	709
February	698
March	696
October	645

April	615
August	567
July	558
December	528
June	492
September	432



Auto Etching Day at Burlington Mall

Top Fifteen Locations For Citations

279 Cambridge St.	460
Middlesex Tp & Third Ave	255
Peach Orchard Rd. & Winn St	224
Meadow Rd & Middlesex Tp	197
Middlesex Tp & South Ave	187
Middlesex Tp & Wheeler Rd	178
Cambridge St. & Terry Ave	168
Middlesex Tp & Terrace Hall Ave	167
344 Cambridge St	162
Fourth Ave & Middlesex Tp	159
Mall Rd. & Middlesex Tp	145
Cambridge St. & Edsel Dr	138
Center St. & Winn St	137
Pine Glen Way & Wilmington Rd	125
Burton Rd & Peach Orchard Rd	122

INCIDENT/SERVICE ACTIVITY – 2002

Total for 2001: 25,949 Total for 2002: 26,045

Percentage Change: 0.4%

911 Call	5,127
Abandoned M/V	48
Alarm	2,091
Ambulance Request	1,071
Animal Bite	6
Animal Complaint	448
Animal Control Activity	21
Animal/Dead	154
Assault/In Progress	3
Assault/Past	49
Assist Other Agency	189
Assist Public	455
ATV/Dirt Bikes	48
Bike Unit Activity	11
Brush Fire	10
Burglary/Attempt	14
Burglary/In Progress	8
Burglary/Past	45
Bylaw Violation	57
Child Abuse/Neglect	7
Civil Complaints	59
Deaths – Unattended	6
Disabled M/V	715
Disturbance	275
Domestic/In Progress	74
Domestic/Past	40
Domestic Violence Officer Activity	21
Driving To Endanger/In Progress	4
Drug Complaint	12
Escort	39
Explosion	7
Exposer	6
Fight/In Progress	43
Fire	119
Fireworks	40
Flim-Flam	18
Found Animal	47
Found Person	12
Found Property	109
Grass Fire	3
Gas – Leak/Smell	49
Gunshots	11
Harassing Phone Calls	79
Harassment	55
HazMat Complaint	10

Investigation	209
Juvenile	19
Kidnap/Abduction	1
Liquor Violation	5
Lockout	540
M/V Accident/Cruiser	16
M/V Accident/Hit & Run	228
M/V Accident/No Personal Injury	734
M/V Accident/Past	43
M/V Accident/Personal Injury	148
M/V Accident/Unknown	214
M/V Burglary	162
M/V Fire	15
M/V Recovery	63
M/V Stop	3311
M/V Theft	83
Malicious Damage/In Progress	15
Malicious Damage/Past	329
Missing/Found Person	36
Missing/Found Property	138
Noise Complaint	235
Notification	67
Obscene/Annoying Phone Call	5
Officer Complaint	1
On-The-Job Injury/Exposure	6
Open Door/Window	49
Paper Service	210
Park & Walk	118
Parking Complaint	269
Personal Medical Alarm	7
Police Information	342
Prisoner Release	239
Protective Custody	3
Psychological/Suicide Threat	31
Repossession	33
Road Debris	53
Road Hazard	272
Robbery/Past	9
Robbery/Progress	1
Runaway	1
Safety Officer Activity	182
Sexual Assault	5
Snowmobile/ATV Accident	4
Suspicious Activity	343
Suspicious M/V	462
Suspicious Person	298
Theft/In Progress	27
Theft/Past	643
Threats/In Progress	6
Threats/Past	86

Traffic Assignment	1,859
Traffic Control	155
Traffic Signals Out	229
Trespass/In Progress	12
Trespass/Past	8
Uttering	39
Vehicle Complaint	186
Warrant Arrest	23
Water Leak	42
Weapons Complaint	2
Well-being Check	162
Wires Down	99
Youth Complaint	369

NOTE: Calls listed above represent events entered into our log. They will not always match when compared to other specific statistics listed in this report. This is due to a number of reasons including differences in interpreting calls, changes in call status, etc. 911 calls listed above include all calls made over the E-911 lines.

Calls by Shift		
8 A.M. – 4 P.M.	9,496	42%
4 P.M. – Midnight	9,234	40%
Midnight – 8 A.M.	4,082	18%

Calls by Month	
October	2,212
December	2,045
November	2,041
May	2,026
August	1,933
March	1,892
June	1,890
April	1,882
July	1,784
September	1,771
January	1,734
February	1,602

Summary of Locations Where Calls For Service Originated

75 Middlesex Tp (Mall)	1,572	Bedford St. & Cambridge St	116
41 Mall Rd (Lahey Clinic)	332	114 Winn St	116
34 Cambridge St (Crossroads)	322	Peach Orchard St & Winn St	116
279 Cambridge St (Colonial Park)	226	Cambridge St & Mall Rd	115
43 Middlesex Tp (Middlesex Mall)	221	Middlesex Tp & Second Ave	113
123 Cambridge St	202	26 Beacon St	111
Mall Rd & Middlesex Tp	174	42 Mall Rd (Longmeadow Pl)	109
Middlesex Tp & Terrace Hall Ave	170	108 Middlesex Tp	106
Cambridge St & Route 128 N	162	Route 128 N & Winn St	102
Middlesex Tp & South Ave	148	150 Lexington St	99
Cambridge St & Winn St	134	98 Middlesex Tp	99
1 Mall Rd	126	Center St & Winn St	94
Cambridge St & Route 128 S	124	Middlesex Tp & Wheeler Rd	93
Middlesex Tp & Route 128 S	120	Middlesex Tp & Route 128 N	92
Cambridge St & Wilmington Rd	92		

This chart shows all locations where at least 90 calls originated.



Captain Devlin and Officer Schipelliti at National Night Out

Summary of Locations Where Cars Are Stolen (Minimum of 2)

Burlington Mall	21	Arboretum Way	2
Middlesex Tp	5	South Ave	2
Cambridge St	4	Edwards Rd	2
Lahey Clinic	3	Crossroads Shopping Ctr	2

FIRE DEPARTMENT

Department Roster

FIRE CHIEF

Paul Thibault

ASSISTANT FIRE CHIEF

Lee Callahan

CAPTAINS

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

LIEUTENANTS

*Timothy Browne *Peter McAnespie
*Steven McLean *Robert Paul
*John Skinner *James Sorenson *Steven Yetman

FIRE PREVENTION/INSPECTION SERVICES

Captain *Michael Hanafin
Lieutenant *Charles White

TRAINING/COMMUNICATIONS

Captain *Michael Patterson

CLERICAL STAFF

Joanne Arbing Mary Fay Karen Carlson

FIREFIGHTERS

*Gary Arbing	*Timothy Hovasse
*Michael Bibbey	John Hunt
*James Browne	*Ronald Kullman
*William Callahan	*Gerard Letendre
*Kevin Canty	*Donald MacDonald
Gary Cauldwell	*Anthony Marino
*Mark Cedrone	*Edgar McLean
*Clifford Comeau	*Nicholas Menkello
*Andrew Connerty	*Scott Perry
*Sean Connors	*Kevin Pollicelli
Thomas Corbett	*John Price
Michael Donahue	*David Richardson
*Kurt Duprez	*Michael Runyan
*Louis Falzarano	*Mark Saia
*Todd Ficociello	*Leonard Sawyer
*Michael Fontannay	*James Sherman

*Gerard Hanafin	*David Sullivan
*John Hanafin	*Paul Sullivan
*James Hapenney	*John Walthall
*Richard Hovasse	*Fred Williams

EMERGENCY VEHICLE TECHNICIAN

G. Thomas Lee

CIVILIAN DISPATCHERS

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

FIRE CHIEF

This past year saw a change in the Department with retirements and a training captain position. The training captain has been a long awaited position to coordinate daily training and maintain training records. Lieutenant Michael Patterson was promoted to the position to provide and schedule training among the four shifts. In past years, shift officers did training and quality assurance of the training amongst the shifts was lacking due to the different instructors on the shift. Captain Patterson will maintain the program and assure that all personnel are provided with the same training.

Retirements reflected major personnel changes in the Department. Four officers (two captains and two lieutenants) and one firefighter retired this past year. With these retirements and the new training captain we promoted three lieutenants to captains and five firefighters to lieutenant. Promoted to captain, Lieutenants Michael Patterson, Michael Hanafin, and John Corbett. Promoted to lieutenant, Firefighters Timothy Browne, Steven McLean, Robert Paul, Peter McAnespie, and James Sorenson.

Lieutenant Lee Callahan was temporarily promoted to assistant chief filling the position vacated by Assistant Chief Pouliot in 1999. The assistant chief is responsible for the daily operation of the Department, coordinating training, repairs, maintenance, and service between the suppression personnel and other divisions in the Department as well as other Town and area departments.

With these retirements and promotions we hired new firefighters in February Mr. John Walthall and Mr. David Richardson were hired and attended the 11-week

Massachusetts Fire Academy (MFA) Recruit Firefighter Training Program graduating in May. In September we hired Mr. Anthony Marino, Mr. Todd Ficociello, and Mr. Timothy Hovasse. Mr. Marino was a firefighter in Lexington and had already been through the MFA Recruit Program. Mr. Ficociello and Mr. Hovasse began their MFA Recruit Program in September and graduated in December. Of the five new firefighters, three were Burlington dispatchers. Mr. Marino, having left in 1997 to become a Lexington firefighter and both Mr. Richardson and Mr. Hovasse becoming firefighters. With these two dispatchers leaving, we hired replacements. Burlington residents filled both dispatch positions: Mr. Brendan Micciche replaced Dispatcher Richardson in February and Mr. Stephen Baia replaced Dispatcher Hovasse in November. All the new hires are looking forward to their careers with the Department.

Captain William Devereaux retired in July having served the town for 32 years. He became a firefighter in 1970, was promoted to lieutenant in 1974, and captain in 1989. Captain Devereaux also served as the EMS Training Officer providing EMS training for all Department members. He will be missed having served the community and other Town Departments over the years.

Captain Edward Costa retired in August this past year. He joined the Department in 1973 was promoted to lieutenant in 1987, captain in 1989, and took over Fire Prevention in 1993. Captain Costa will be missed as his knowledge of Fire Prevention and the occupancies throughout the Town will be hard to replace.

We had three personnel take advantage of the Town's Early Retirement Incentive:

- Lieutenant George Creamer was appointed to the Department in 1976, and promoted to lieutenant in 1993. He had served as a line officer on Group 4.
- Lieutenant Alfred Brabant was appointed as a firefighter in 1978 and promoted to lieutenant in 1990. He served with Captain Devereaux on Group 1 as lieutenant.
- Firefighter Paul McLaughlin was appointed to the Department in 1975. He spent most of his years with Group 3, working with Lieutenant Gerbrands and Lieutenant Robinson.

These retirements will have an impact on the Department, as the knowledge these personnel acquired over the years is gone. We wish them all a long and happy

retirement in the years to come.



2002 Pierce Quantum 1500GPM Pumper

In January the Town Meeting approved a transfer towards the purchase of a new fire engine. We went to bid in February and awarded the contract in March. Additional funding was provided through funds made available from Oracle. The new pumper was delivered in October. This was a much-needed replacement of a pumper lost in 2000. We were down to three pumping engines, having to borrow an engine from Newton Fire in 2001. The Fire Department runs three pumping engines and the aerial tower daily. Without the spare engine, we were not able to maintain the four pieces of apparatus in service daily as we returned the Newton pumper in January of 2002. Several times during the year due to breakdowns, we were unable to maintain four pieces of apparatus to respond and had to rely on mutual aid to assist in our calls. With the arrival of the new engine we now have a backup piece of apparatus. This allows for an engine to be taken out of service for preventive maintenance or repair and maintain four in service. We still experience problems from time to time as two or more engines may be out of service for repairs due to the age of the fleet. These front-line vehicles run seven days a week, 24 hours a day. The life expectancy for front-line fire engines is about 10 years, after which they are used as backup or reserve apparatus. We have only two fire engines that are less than 10 years. The others are a 1983, 1990, and the aerial tower is a 1990. These three older pieces should all be backup or reserve apparatus, however, we continue to press these vehicles into front-line service daily.

The fire apparatus responses were lower than previous years. We did not have major storms or brush fires incidents of past years. Structure fires remain constant, however, losses have been reduced by early fire detection. Many of these structure fires could have caused much more damage or loss of life if they had not been detected early or contained by fire sprinkler systems.

Emergency Medical Services (EMS) responses were up slightly. The Department continues to look at increasing our EMS from a Basic Life Support (BLS) service to that of an Advanced Life Support (ALS) service. We hope to follow the lead of neighboring communities that have acquired or are in the process of establishing ALS service through their public safety (Fire or Police) departments. Currently we continue to be serviced by private providers such as Armstrong and Action Ambulances Services for ALS service. With regional hospitals on divert more and more it becomes a necessity to provide a higher level of medical service in the field, as we must travel further to receiving hospitals. Many days during the year both Lahey Clinic and Winchester Hospital were on divert status. When this happens our personnel are required to transport to other hospitals that are open and accepting. We are seeing more trips to hospitals in Boston and other areas. Note, this increases the time personnel are out of the area and not available to respond to calls.

With all that is happening we look forward to working with the community and businesses to provide a safe place to live and work.

Respectfully submitted,

Paul R. Thibault
Fire Chief

AMBULANCE

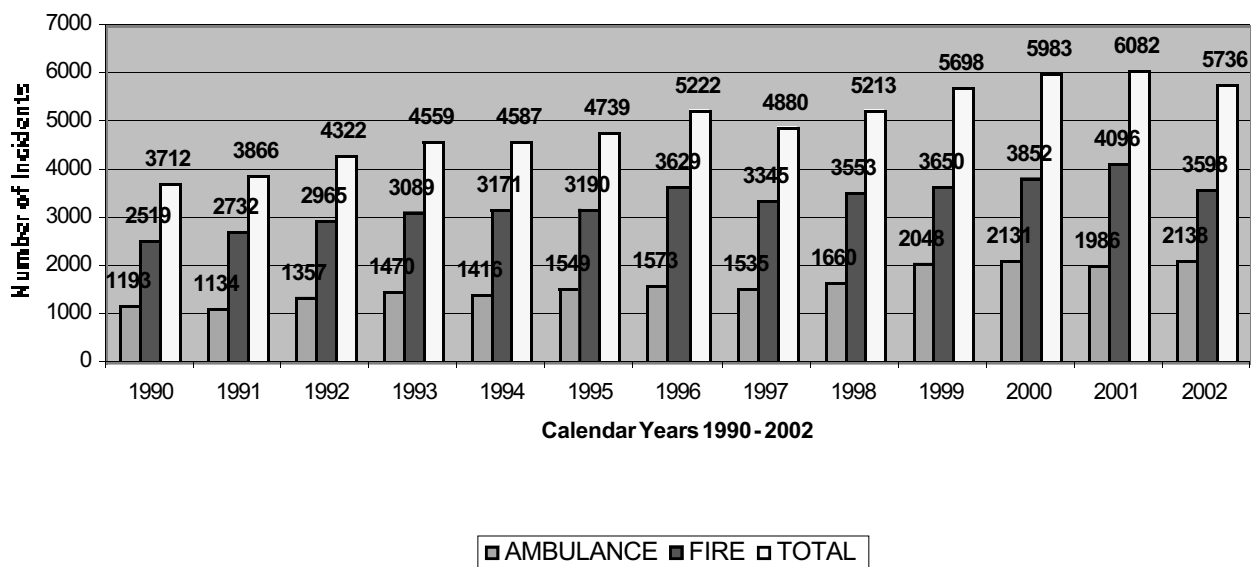
The Burlington Fire Department Ambulances had a busy year in 2002 responding to over 2100 calls for medical aid. A 16% increase from last year. Both Ambulance 1 and Ambulance 2 saw an increase in requests from surrounding cities and towns for mutual aid, along with Burlington requesting mutual aid from our neighboring communities.

There continues to be overcrowding at local hospital emergency rooms, requiring these facilities to go on "divert" or closure status. The effects include patients unable to go to the hospital of their choice, along with longer transport times to hospitals willing to accept the emergency Ambulances.

Emergency Medical Technicians and First Responders continue to participate in extensive training programs throughout the year, participating in classes located at the Fire Department, as well as, throughout the state. This past year all EMT'S received training in administering Aspirin to patients suspected of having a Heart Attack. This treatment has proven to have dramatic results in improving survival to these patients. In addition, several EMT'S attended a class sponsored by Boston Medflight dealing with situations requiring AirMedical transport for certain trauma patients.

We continue to work closely with Police and other agen-

AMBULANCE - FIRE EXPERIENCE RECORD



Town of Burlington

Burlington Fire Department 2002 Report of Incidents by Type of Incident

CODE	TYPE OF INCIDENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
	Empty							1						1
	Blank												1	1
100	Fire, other	3	3	4	1	5	2	5	8	5	6	2	1	45
111	Building fire		1	1	1	3	1	2		1	2		1	13
112	Fires in structures other than in a building										2			2
113	Cooking fire, confined to container	2	4		2	1	2	3	3		1	1	2	21
114	Chimney or flue fire, confined to chimney or flue													0
116	Fuel burner/boiler malfunction, fine confined	1				2			1		1	2		7
117	Commercial Compactor fire, confined to rubbish													0
118	Trash or rubbish fire, contained	1			1		1						2	5
122	Fire in motor home, camper, recreational vehicle						1							1
123	Fire in portable building, fixed location					1								1
130	Mobile property (vehicle) fire, other			2					2	1	2	1		8
131	Passenger vehicle fire							1		1	1	1		4
140	Natural vegetation fire, other					3				1				4
141	Forest, woods or wildland fire			1										1
142	Brush, or brush and grass mixture fire			1	9	6	3	4	1	1				25
143	Grass fire				2					1				3
150	Outside rubbish fire, other					1								1
151	Outside rubbish, trash or waste fire								1	1	1			3
154	Dumpster or other outside trash receptacle fire	1	1		4	1					2		1	10
160	Special outside fire, other						1	1						2
161	Outside storage fire													0
162	Outside equipment fire			1										1
163	Outside gas or vapor combustion explosion								1					1
221	Overpressure rupture of air or gas pipe/pipeline									1				1
223	Air or gas rupture of pressure or process vessel											1		1
300	Rescue, emergency medical call (EMS) call, other	51	57	37	64	20	31	31	14	35	26	5	21	392
311	Medical assist, assist EMS crew	52	62	82	67	92	88	95	113	96	98	99	83	1027
321	EMS call, excluding vehicle accident with injury					9	6	2	13	3	16	19	14	82

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322	Vehicle accident with injuries	10	6	8	6	7	7	4	5	10	13	15	7	98
323	Motor vehicle/pedestrian accident (MV Ped)	4	5	1	1	3	3	4	7	2	12	4	10	56
331	Lock-in (if lock out, use 511)						1	1	1		1			4
340	Search, other												2	2
341	Search for person on land													0
342	Search for person in water													0
350	Extrication, rescue, other			1	1									2
351	Extrication of victim(s) from building/structure													0
352	Extrication of victim(s) from vehicle		1							1				2
353	Removal of victim(s) from stalled elevator							1						1
360	Water & ice related rescue, other	2												2
363	Swift water rescue													0
371	Electrocution or potential electrocution													0
381	Rescue or EMS standby				1				1			1		3
400	Hazardous condition, other	3	4	5	1	3	5	1	6	3	2	1	7	41
411	Gasoline or other flammable liquid spill					2	2	2	3	2	1	2		14
412	Gas leak (natural gas or LPG)		1		1		2	3	3	6	5	6	3	30
413	Oil or other combustible liquid spill													0
420	Toxic condition, other										1			1
421	Chemical hazard (no spill or leak)													0
422	Chemical spill or leak			2	1				1					4
424	Carbon monoxide incident												1	1
430	Radioactive condition, other												1	1
440	Electrical wiring/equipment problem, other		1		1	1	1	4	1	2	1		2	14
441	Heat from short circuit (wiring), defective/worn													0
442	Overheated motor	1		1			3			1		1		7
444	Power line down		1	1	1	2	2	1	1	4	6	1	12	32
445	Arcing, shorted electrical equipment	1	3		1	2		4	1		1	1	3	17
460	Accident, potential accident, other	5	5	8	14	11	18	9	15	9	12	10	13	129
461	Building or structure weakened or collapsed													0
462	Aircraft standby				1						2			3
463	Vehicle accident, general cleanup	8	4	1	4	6	4	2	5	3		8	5	50

Town of Burlington

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CODE	TYPE OF INCIDENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
480	Attempted burning, illegal action, other			1	1									2
481	Attempt to burn													0
500	Service Call, other	47	40	44	52	51	47	57	45	60	60	67	34	604
510	Person in distress, other													0
511	Lock-out			1					1		1	1		4
512	Ring or jewelry removal			1			1		1					3
520	Water problem, other							1		2	1	2	2	8
522	Water or steam leak										2			2
531	Smoke or odor removal							1				1	1	3
541	Animal problem													0
550	Public service assistance, other						1	1				3	5	
551	Assist police or other governmental agency		4	3		1		1	2	4	2		1	18
552	Police matter													0
553	Public service						1				5	1	1	8
554	Assist invalid								1	1	2	2	2	8
561	Unauthorized burning													0
571	Cover assignment, standby, moveup	2	1	1	1	2		4	1	3	3	3	2	23
600	Good intent call, other	6	6	2	1	2	4	1	3	1	4	7	11	48
611	Dispatched & canceled en route		1	2	1				2	2	3	1	12	
621	Wrong location					1	1		1					3
631	Authorized controlled burning												0	
650	Steam, other gas mistaken for smoke, other													0
651	Smoke scare, odor of smoke	2	2	1	2	4	1	5	5	3	2	2	4	33
652	Steam, vapor, fog or dust thought to be smoke													0
653	Barbecue, tar kettle							2						2
661	EMS call, party transported by non-fire agency													0
671	Hazmat release investigation w/no hazmat		1		1	3			1		1			7
672	Biological hazard investigation, none found						1							1
700	False alarm or false call, other	2	2	1	1	7		5	4		5	1	2	30
710	Malicious, mischievous false call, other					1	2	1			1		1	6
711	Municipal alarm sytem, malicious false alarm					1								1
712	Direct tie to FD, malicious/false alarm					1	4							5
714	Central station, malicious false alarm									1				1

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715	Local alarm system, malicious false alarm													0
721	Bomb scare - no bomb						1							1
730	System malfunction, other			1					1					2
731	Sprinkler activation due to malfunction							1				1		2
733	Smoke detector activation due to malfunction	2	2	3	1	1	1		2	4	5	4	2	27
735	Alarm system sounded due to malfunction	5	6	13	9	15	17	19	6	11	8	5	13	127
736	CO detector activation due to malfunction				1	2				2				5
740	Unintentional transmission of alarm, other		1				5				1	2		9
741	Sprinkler activation, no fire - unintentional	1		1									1	3
743	Smoke detector activation, no fire - unintentional	5	7	5	6	7	4	6	3	7	9	7	2	68
744	Detector activation, no fire - unintentional							1			1	2	1	5
745	Alarm system sounded, no fire - unintentional	24	14	22	33	31	36	30	33	38	23	15	24	323
746	Carbon monoxide detector activation, no CO		1	1							1	1	4	8
813	Wind storm, tornado/ hurricane assessment									1				1
814	Lightning strike (no fire)													0
900	Special type of incident, other			1										1
911	Citizen complaint				1							1		2
TOTALS		241	246	260	297	312	310	317	318	330	354	309	304	3598

cies to educate children in accident and injury prevention, and have seen a decrease in preventable trauma incidences in this age group.

Mark S. Saia, EMT-P
EMS Coordinator

FIRE PREVENTION/INSPECTIONAL SERVICES

New development both in residential and commercial properties continued in 2002.

Examples of commercial construction projects completed or in progress during 2002 are Sun-Micro, Nokia Phase II, Kohl's and Roche Bros. Meetings regarding the development of many new large construction projects have taken place throughout 2002 as well. These include apartment complexes located on Richardson Road, Westgate Drive, Kimball Court, and the Wall Street/Mountain Road Project.

The new Shaw's Supermarket project has also been progressing through the planning phase. The abatement/demolition process of the existing structure should be beginning in January 2003, with the projected opening date of the new supermarket being November 2003.

Commercial construction requires many steps, including site plan reviews, which consider preliminary requirements such as fire 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.

Renovations and additions to existing residential and commercial structures has also continued to keep us busy. The following is a list of permits and inspections made:

TYPE OF SERVICE

Commercial Occupancy Inspections	113
Masterbox Certification	59
On- Site Inspections.	448
Permits Issued	411
Plan Review.	266
Residential Occupancy Inspections.	103
Site Plan Review.	37
Smoke Detector Inspections	270
Traffic Light Repairs	2
TOTAL.	1709

We would also like to inform the residents and developers of Burlington that after nine years of dedicated service as the captain of Fire Prevention, Captain Edward Costa retired in August of 2002. We would like to wish him the best in his retirement.

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.

Captain Michael Hanafin
Lieutenant Charles White

TRAINING DIVISION

In August 2002 The Burlington Fire Department created the position of Training/Communications Captain. This position will be staffed by a Captain who would work a Monday through Friday schedule. This captain is responsible for supervising the training of Department personnel, maintaining training records and overseeing dispatch operations. The Training/Communications Captain also assists at fire incidents in the role of Incident Safety Officer. This is a critical position in the Incident Command System working with the incident commander for the protection of firefighters.

Over the past year there has been retirements of experienced fire officers and firefighters. As a result, there has been many promotions and new employee hires. The need for a Training/Communications Captain becomes even more important. The Department has an obligation to properly train the members so that they can perform their duties safely and efficiently.

Standard Operating Guidelines are the backbone to successful fire departments. Myself along with the Assistant Fire Chief are taking a hard look at our guidelines and are making the necessary changes to keep them up to date. The fire service has a way of changing from day to day, as is evident from September 11, 2001. It is our responsibility to see that we keep ahead of all these changes.

In order to keep the Department up to date on training activities it is important to have the flexibility to attend the numerous training opportunities that are offered across the state. We have one of the finest fire academies in the nation that offers an unlimited amount of courses. Several members recently attended Worcester Fire's Safety and Survival Seminar in which valuable information will be brought back to our Department.

Keeping Department members trained on Fire Dispatch operations is also an important part of the Training/Communications Captain. Handling the call volume, dispatching the proper apparatus, monitoring all emergency calls and generating incident reports are all crucial fire department functions. A review of our fire dispatch guidelines is also underway.

I look forward to the upcoming year. Much work will have to be done in order to create and present quality-training programs. I will focus on firefighter safety on the fireground.

The more time that is spent in training the better the product will be out in the streets. This will be beneficial for both our firefighters and our community.

Captain Michael Patterson
Training Division

JUVENILE FIRESETTERS INTERVENTION PROGRAM

The Burlington Fire Department continues to work in conjunction with the Middlesex County District Attorney's office to identify and manage juvenile firesetters. Identification is made through investigation by law enforcement, school, and fire officials, along with clinicians. Management is accomplished through the judicial system using education as a primary tool. Successful completion of the educational component of the program has shown as much as a seventy percent reduction in recidivism.

Although Burlington didn't process anyone through the program in 2002, some incidents are currently being investigated for possible future intervention through the program. Chief Thibault continues to support the program by providing trained Fire Department educators and space for the fire school to take place in. Looking forward toward future involvement by firefighters, Burlington firefighters have come forward to show an interest in receiving educator and screening training in the coming months. Having our own screeners and educators would decrease dependence on other communities to assist Burlington as we work to intervene with juveniles having an incident of firesetting.

My appreciation goes to Chief Thibault, the Burlington School Department, and the Burlington Police Department for their assistance.

Assistant Chief Lee Callahan

Juvenile Firesetters Intervention
Program Coordinator

PUBLIC WORKS DEPARTMENT

Syamal N. Chaudhuri Superintendent of Public Works

Thomas F. Hayes
Town Engineer

Evelyn M. Shaw
Administrative Assistant

Thomas F. Hickey
Operations Manager

William A. Bannon

Highway

Assistant Superintendents

Paul Neilsen - Acting

Central Maintenance

David C. McCafferty
Water and Sewer Utilities

Managers

Paul W. Cauldwell
Cemetery

William D. Keene
Treatment Plant

DPW Staff

Frank E. Anderson	Charles F. Woods, Jr.
John T. Baldwin	Larry Kennedy
Paul S. Bieren	William Lundgren III
Maria L. Bonfanti	Russell J. Makiej
Robert S. Clougherty	Donna L. Manning
Craig H. Cooper	Pialisa A. Manent
Martha A. DeFrancesco	James Marchese, Jr.
Richard L. Dubbs	Armand Marion
Michael P. Dwyer	Nanette D. Masotta
David E. Everton	Kathleen A. McElaney
Allen F. Ferriera	Robert W. McMahon
Dennis F. Fitzgerald	Michael P. Minichiello
Mark V. Gerbrands	Eric A. Moran
Jennifer Gelinas	Alan C. Nelson
Robert S. Glover	Stephen G. Perry
Stephen M. Hardy	Donald H. Price
Frederick M. Haynes	Michael A. Quinones
Stephen A. Johnson	Charles D. Ralph
Kevin J. Keene	Richard A. Reid
Teresa J. Keene	Brian R. White

The Department of Public Works strives to do the best possible work in the many aspects of the Department, which consist of six (6) unique Divisions. We have experienced many changes in the last twelve months including 5 employees' who retired:

Dennis L. Chase	Patrick L. Mustoe
Ronald Ganley	Albert Marchant
Paul Giglio	



Left to right: Patrick Mustoe, Ronald Ganley, Paul Giglio, Dennis Chase (Albert Marchant not pictured) (Photo by Alan C. Nelson)

They were an asset to their divisions. Your fellow co-workers and myself wish you a happy and long retirement.

I wish to thank all of the DPW employees for a "job well done". Also a special thank you to all the DPW employees, Recreation employees and outside Contractors that gave up their Christmas and New Years to battle a continuation of storms, that lasted for 15 days, which amounted to 24" of snow.

Respectfully submitted,

Syamal N. Chaudhuri
Superintendent Public Works

ADMINISTRATION

I would like to dedicate this section to the Administrative Division Personnel that have done an excellent job of keeping up with the extra heavy load of work that this year has brought to them.

- \$4.5 Million Dollars was billed on time, even though the personnel were new.
- Over 2,500 calls were processed through this office by this Division, or were sent to the proper Divisions, Town Department or State Agencies.
- 1, 934 Purchase Orders were processed that encompasses all Divisions.

The above are just a few projects. Others include Civil Service; Budget; Personnel Records for 72 employees (including summer help), which consists of sick time, vacations, accident reports, workman's compensation to name a few.

Again, I thank them for all of their perseverance in coping not only with me, but also in the every day issues of this Division.

Respectfully submitted,

Evelyn M. Shaw
Administrative Assistant
Public Works

ENGINEERING DIVISION

This Division is one of the six Divisions under the Department of Public Works. 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, and project files.

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:

- **Water Main Replacement Sheldon Street** – Consisted of the replacement of approximately 600 linear feet of 6-inch Asbestos Cement (AC) pipe with 8-inch Cement Lined Ductile Iron (CLDI) pipe. The contract was awarded to Tornare Construction of Watertown MA.
- **Vactor Stream Cleaning** – Consisted of cleaning using Vactor technology of the following streams in order to remove accumulated sediment and improve drainage flow. The contract was awarded to National Water Main Cleaning of Hyde Park MA.

Brooks

Longmeadow Brook from Barbara Circle to South Bedford Street (2000')

Stream running from Skelton Road to Violet Street (600')



Water Main Replacement - Sheldon St. (Photo by Dennis F. Fitzgerald)



Stream Cleaning – Longmeadow Brook (Photo by Dennis F. Fitzgerald)

Contract Management

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

- **Sewer System Evaluation Study** – Awarded to Metcalf & Eddy Engineers of Wakefield MA, to conduct a town-wide study of the sanitary sewer to determine location and quantity of Infiltration (seepage of groundwater) and Inflow (illicit connections) in the system. The results of the study will be used to remove the Infiltration and Inflow as required by the Administrative Consent Order issued by the Department of Environmental Protection.
- **Infrastructure Mapping** – Awarded to Metcalf & Eddy engineers of Wakefield MA, to prepare a detailed map of the Town's drainage and sewer system. Using existing record drawings and Global Positioning System (GPS) an accurate digital map will be developed that will help us better manage the infrastructure as well as fulfill the NPDES Phase II mapping requirements.

DPW Projects

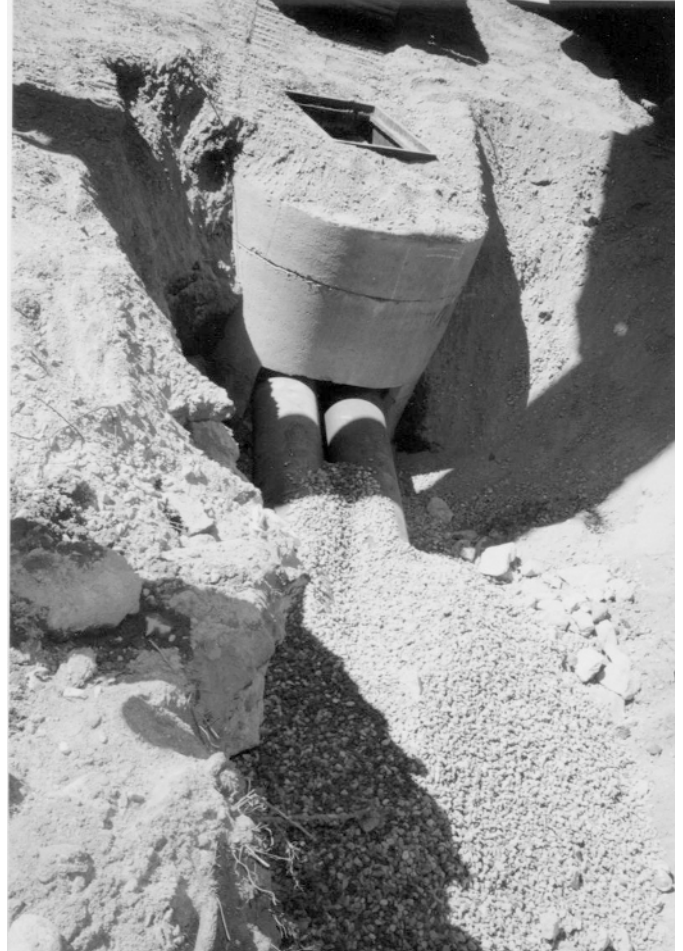
The Division designed, permitted, and provided construction assistance for the following projects which were undertaken by DPW forces and/or in conjunction with private contractors:

- Muller Road cross-country drain line extension consisting of 130', 12"-ADS drain installed by Burlington Loam.
- Arnold Terrace cross-country drain line repair consisting of the replacement of 150', 18"-ADS drain installed by Burlington Loam.



Arnold Terrace (Photo by Dennis F. Fitzgerald)

- Winn Street drainage repair consisting of the emergency replacement of a failing drainage structure and pipe by Tornare Construction.



Winn St. Drain Repair (Photo by Dennis F. Fitzgerald)



Winn St. Drain Repair (Photo by Dennis F. Fitzgerald)

- Sewer Inflow/Infiltration removal project in various locations town wide consisting of manhole rehabilitation, illicit connection removal, and sump pump redirection. In 2002 approximately 650,000 gallons of inflow has been removed from the sewer system.
- Pavement Management – provided assistance to the Highway Division with paving/reconstruction of the following streets:
 - Winn Street – Woburn/Burlington Town line to Frances Road
 - Peach Orchard Road – Pine Avenue to Winter Street
 - Sunset Drive - Mildred Road to cul-de-sac

Other Projects

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

- Cambridge Street Water Main Project
- Cambridge Street Water Gate Installation Project
- Prouty Road Street Acceptance
- Prouty Road Reconstruction & Sidewalk Project
- Birchcrest Road Property Easement Plan
- Burlington Housing Authority Site Plan
- South Bedford Street Wall reconstruction project
- Skelton Lane-Sewell Street ("Wyman Brook")
- Human Service Building Drainage Project - Concept
- Intersection Redesign Plans (Keans, Moss, Donald) - Concept

Subdivision/Site Plan Inspection

The Division conducted construction inspections of the following projects:

- Oracle site development, Van De Graff Drive
- Roche Brothers site redevelopment, Cambridge Street
- Café Escadrille expansion, Cambridge Street
- Hillsdale Road extension
- Richardson Road development
- Sun Microsystems Campus, Network Drive
- New Building, 26 Ray Ave
- Site Development, Corporate Drive
- New Building, 71 Third Avenue
- Blueberry Estates Subdivision
- Bristol Street Subdivision
- Michael Drive Subdivision
- McCafferty Estates Subdivision
- Ciera Way Subdivision
- Radcliff Street Subdivision

Computer Aided Drafting and Design

The Division's standard CAD software is AutoCAD Land Development. All plans produced by the Division are created using this software to maximize production and reuse of the data on future projects.

In 2002 the Assessor maps were transferred to digital format and will be maintained as drawing files for ease of update and conversion to a GIS format. In addition, a CAD detail library has been created and CAD standards are being developed to standardize the production of drawings and provide consistent CAD files from project to project Infrastructure Management.

- **Plan Filing System** – In an effort to automate the Town's record drawings, many of the plans have been scanned and compiled into a TIF image file format. In addition, all marginal information (title, author, date, scale, etc.) has been entered into a database and linked to the image. The database allows advanced searches and quick retrieval of utility data. In addition, when integrated with the Division's standard CAD software, AutoDesk Land Development, the Division is able to maximize production of project drawings and reuse of data on future projects.
- **Pavement Management System** – The pavement condition of all roads was determined through a town wide road inspection, evaluated and rated pavement based on standard pavement. Data collection was accomplished using a Compaq iPAQ handheld computer running ESRI's ArcPad GIS software. A GIS shape file of road centerlines with and an intuitive data entry dialog box was developed to record pavement defects. Pavement observations were linked directly to the road segment evaluated expediting data entry and reducing typographical errors. Results from the inspection will be used to generate a Pavement Condition Index (PCI); based on the PCI, a priority list for pavement maintenance and resurfacing will be created. The data will be processed and priority lists generated by early 2003.
- **Utility Permits** - This year the Division modified the utility permits to combine Street Opening, Sewer and Water into one permit. Using Microsoft Access; database tables, input forms, and permit reports were created to streamline and automate the permit process. This will make issuing a permit easier, more efficient, and less confusing; not only for the employees but also for the contractors. This year the Division issued 108 Street Opening Permits and 39 Sewer Permits.

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, Water & Sewer Utilities Divisions of the Department of Public Works. Throughout the year all the employees of these divisions strive diligently to perform their respective duties in a most courteous and professional manner in order to ensure a high level of quality service and safety to the residents and businesses of Burlington. To all the personnel of these divisions I would like to extend my thanks for a job well done.

Respectfully submitted,

Thomas F. Hickey
Operations Manager

CEMETERY DIVISION

	Chestnut Hill	Pine Haven
Burial	73	53
Lots Sold	-0-	62

Special Projects

Chestnut Hill: Installation of new water line and sprinkler heads along Sections H & C. Backflow preventers for sprinkler system installed in Sections P-2 & C. This included bark mulch and shrubs being planted around the preventers. All repairs on the waterline and sprinkler heads were also repaired throughout the cemetery.

Pine Haven: The Chapel at Pine Haven was painted with high quality paint to preserve its integrity. The chapel is used throughout the year for services of many different denominations. The construction of the Cell Tower has begun with an expected completion in 2003.

Old Burial Grounds: The Middlesex Sheriff's Department Community Outreach Program sent a crew and they removed leaves, branches and debris from the back of the cemetery.

General maintenance is performed throughout the year including weedwacking around the headstones and trees; cutting grass; trimming trees and bushes; repair and painting fences; maintenance of equipment; snow plowing and snow removal.

I would like to take this opportunity to thank the DPW Employees who are always there when we need them; the Veterans Administration of Burlington and the Veterans for their help in the preparation for Memorial Day, you are always there for us; and to the Veteran Administration of Bedford, who sends us the VA men when needed and the summer help. Last, but not least, I especially want to thank the Cemetery Staff, they take genuine pride in doing a great job.

To Ronald Ganley, who retired this year. We send our best wishes for a long and happy retirement.

Respectfully submitted,

Paul W. Cauldwell
Manager
Cemetery Division

CENTRAL MAINTENANCE

This division has had many changes including the retirement of the Assistant Superintendent Dennis L. Chase*, we wish him well. The Division maintains DPW, Police, Recreation, and other Town vehicles, which consist of approximately 130 vehicles. Many of these vehicles are beyond their replacement years and need more maintenance than usual.

Respectfully submitted,

Paul Neilsen
Acting Assistant Superintendent
Central Maintenance

*Although I have retired, I wish to thank the Central Maintenance personnel for all that they have done through the year. To my friends in DPW, I'd also like to thank you.

Respectfully submitted,

Dennis L. Chase
Former Assistant Superintendent
Central Maintenance

HIGHWAY DIVISION

The Highway Division conducted its regular maintenance of roadways, drainage easements, street and traffic signs, fences, guardrails and catch basin cleaning. During the winter months the division spent many hours removing snow and ice from the roadways. Burlington experienced 13 storms during the 2002 season. The winter months of March and April were spent cleaning catch basins and repairing winter dam-

age. All sidewalks were swept of heavy sand. April and May were very busy months sweeping sand from all roadways.

Special Projects during the spring, summer and fall months:

- Bush cutting throughout town
- 2,000 catch basins and drain manholes were cleaned
- Damaged driveway aprons and berms were repaired
- Lawns damaged during winter months were repaired

Machine Berms installed on the following streets:

- Oak Street
- Holly Street
- Cutting Lane
- Ridgewood Lane
- Glen Ave.
- Ardmore Ave.
- Amherst Road

Roads re-surfaced by Highway Division:

- Cedar Street/Skilton Lane
- Skilton Lane 100'
- Rahway Road 400'
- Raymond Road Ext.
- Lowell Street
- Oak Street
- Ridgewood Lane
- Housing Authority (re-surfaced resident parking lot; installed new drop off and two new Handicap parking spots).

Sidewalks re-surfaced:

- Wilmington Road
- Francis Wyman Road

Roads re-surfaced by Pavement Management Programs:

- Peach Orchard Road – (Pine Ave. to Pearl St.)
- Winn Street – (Mountain Rd. to Woburn Line)
- Sunset Drive – (Mildred Road to Dead End)

Drain Line Flushing:

- Winn Street
- Crystal Circle
- Wyman Street
- Middlesex Turnpike
- Sunset Drive
- Donna Lane
- 15 Chandler Road
- Locust Street
- Bedford Street
- Francis Wyman Road
- Cambridge Street

The Highway Division constructed a new road surface on Oak Street caused by a major water break. The department installed gravel, binder and top and installed a machine berm on both sides of the road. Also the Division constructed a new drop-off and 2 handicap parking spaces at Tower Hill Apartments for the Housing Authority.



Back Row (left to right): Mike, Jimmy, Larry, Frank, David, Al, Dave; Front Row (left to right): Bill, Donna, Donny, Kevin, Craig, James, Eric (Photo by Stephen G. Perry)

The Highway Division responded to 15 accidents and 7 gasoline and oil spills.

Two new employees were added to the Division. Eric Moran, who transferred from the Water/Sewer Division and John Baldwin from the Lowell D.P.W.

I would like to take this opportunity to thank all the employees of the Highway Division for a job well done and for taking on difficult tasks during the calendar year. Also, a

special thank you to all D.P.W. employees, Recreation Department and Private Contractors that assisted the Highway during the winter months.

Respectfully submitted,

William A. Bannon
Assistant Superintendent
Highway Division

WATER AND SEWER UTILITIES DIVISION

The following is a summary of statistics, special projects and work completed by the Water/Sewer section of the division.

Special projects

Hydrant flushing started in June, but was suspended due to water ban restrictions during summer of 2002.

As you all are aware, we instituted a water ban in the summer on an odd/even basis and only watering could be done during the hours of 7:00 pm to 9:00 pm on respected days.

We installed 600 feet of new 8-inch water main on Sheldon Street as part of our continuing effort to upgrade the distribution system in town.

We installed a new grinder at the Terrace Hall Sewer Station to handle the disposal of screenings that are generated from the sewer system. This eliminates disposing of screenings to an outside source.

We replaced Bio-filter media with new media due to the media clogging and breakdown. This system filters and cleans exhaust air from the station as odor control.

We also installed a new 125hp pump at the Terrace Hall Sewer Station to replace a pump that was installed in 1985. We used the old pump for parts to rebuild pump no. 1 and pump no. 3 at this station, since these pumps do approximately 75% of all sewage pumping in town.

Some statistics

Meters replaced:	194
New meters installed:	56
Meters repaired:	43
Second meters sealed:	70
Lien certificates:	152

Final readings:	39
Extra readings:	159
Outside viewers installed:	330
Removed meters:	8
Shut off valves replaced:	41
Water turn ons/off:	44
Water taps:	6
Water gates serviced:	11
Fire Hydrants painted:	150
Fire Hydrants moved:	24
Fire Hydrants installed:	9
Water/Sewer mark outs and locates:	231
In addition to our regular work we responded to:	
Water breaks:	7
Water service leaks:	16
Sewer blockages:	18
Sewer station alarms:	32

We also jet rodded 25,000 feet of sewer lines in a preventative maintenance program that we perform every year.

We also bench tested 257 water meters. We do bench tests on every meter we replace or have requests to in order to insure accuracy of our meters for proper billing of your water/sewer usage.

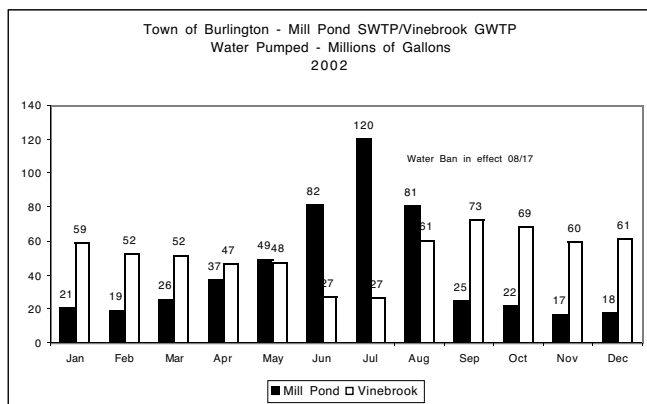
New Equipment

- 450 new water meters.
- New JVC all wheel drive backhoe/loader to replace the 1979 Ford backhoe/loader.
- New generator for the Douglas Ave. Sewer Pumping Station. This unit is permanently installed on site to handle power failures. The old system called for the use of a portable generator, but this was a time consuming and inefficient way of doing it.

WATER TREATMENT PLANT

The year 2002 was a very busy year for the Water Treatment section of the Water and Sewer Utilities Division. The Town experienced a substantial drought condition requiring curtailing of plant operations at the Mill Pond facility due to near record low levels in the lake. The Town was fortunate to have a good ground water facility to provide water to the system and later to our northern neighbor Wilmington Mass. The Shawsheen River was at record lows from June to well into late November when the rainfall was more consistent. The drought condition caused the implementation of the first water ban in several years. Without this ban the Water Department would not have been able to meet water consumption needs, which can be seen graphically by the attached charts. The overall production due to the ban fell within normal volume based on the past years.

The Mill Pond – Water Treatment Plant complex, while running short on water to produce, ran exceptionally well. The annual testing of the facility showed that while the facility is currently meeting all EPA quality parameters, there is still room for improvement. The Microscopic Particulate Analysis Test (MPA Test) showed that while no harmful organisms such as Giardia Lambria or Crypto Sporidium were passing through the filters, improvements could still be made. The most current improvement to the facility that was completed in 2002 was the Chlorine Contact Chamber, which would disable any organisms. Also associated with work last year was the installation of a Data acquisition and Supervisory control system. This system will help streamline data storage for better graphical analysis. The Mill Pond started use of its new Ammonia system, which will form Chloramines. The chloramination system will still afford Burlington's Water system and continues bacterial protection but will also offer Trihalomethane formation (THM's) and taste and odor control. The Mill Pond Plant has also stated continuous Particle counting which will help in filter efficiency as part of an overall plant evaluation. It should be noted that the Mill Pond facility turned 30 years old in 2002 since the plant was opened in April 1972. It is planned that the Mill Pond facility will undergo a Comprehensive Plant Evaluation study in 2003 to insure the facility will continue to meet current and future rules and regulations.



Mill Pond Reservoir August 2002 (Photo by Robert S. Clougherty)

The Vinebrook Groundwater Facility underwent its annual plant filter inspection and items noted will be repaired in 2003. It should be noted that no significant items were found. The original air stripping Tower #1 and #2 were fully inspected and new media installed. The only areas that were not completed due to initial monetary con-

straints were the floors of the towers that will be addressed in 2003. The groundwater facility had three of its source waters wells #5, #10 and well #11 rehabilitated with excellent results. The source water in all is to be improved as in the past. The Supervisory Access Data Avulsion System was updated and improved in 2002 and will hopefully be updated in 2003 to a newer version.



Vinebrook Water Treatment Plant Stripping Towers (Photo by Rosemarie Tieri)

The distribution system storage tanks and production facilities, due to the September 11 experience, were all looked at from a security point of view. In the most recent review, all fencing was checked and in the case of our largest tank a fence was completely installed. The Federal Government will be funding and requiring a complete vulnerability assessment within the next two years. The DPW is currently reviewing potential upgrades to security with the Federal Mandate in mind. The storage tanks were also inspected for structural problems in 2002 and based on that review the maintenance schedule was revised with

	Well #1	Well #2	Well #3	Well #4	Well #5	Well #10	Well #11	Vinebrook Raw	Vinebrook Finished	Mill Pond Raw	Mill Pond Finished	Combined Raw	Combined Finished	Billerica Station
January	13.43	5.58	4.65	3.64	4.15	22.41	5.45	59.32	59.02	20.99	20.91	80.31	79.93	66.73
February	11.72	4.95	4.21	3.23	3.84	18.84	4.61	51.41	52.44	20.29	19.45	71.70	71.89	148.48
March	11.90	4.93	4.61	3.46	4.06	17.91	4.63	51.50	52.12	27.26	25.96	78.76	78.08	135.11
April	10.03	4.25	4.87	3.82	4.48	14.72	3.95	46.12	47.13	39.16	37.16	85.28	84.29	40.02
May	11.00	4.72	4.56	3.51	4.02	15.66	4.31	47.76	47.65	51.54	49.10	99.30	96.75	0.00
June	7.51	3.47	3.00	2.35	2.74	7.47	2.11	28.65	27.26	87.86	82.07	116.51	109.33	42.73
July	7.59	4.07	2.85	2.20	2.59	6.27	1.81	27.37	26.66	134.35	120.31	161.72	146.97	38.70
August	11.34	6.48	3.26	3.53	5.36	24.91	6.53	61.41	60.58	91.26	81.01	152.67	141.59	0.00
September	12.28	7.48	6.17	4.13	6.70	30.32	7.41	74.50	73.13	25.79	25.34	100.29	98.47	52.18
October	11.28	7.18	4.10	2.79	4.20	32.92	7.84	70.31	68.60	23.35	22.15	93.66	90.75	108.57
November	8.33	5.22	3.40	2.27	3.58	29.41	7.00	59.21	59.84	16.61	16.64	75.82	76.48	101.49
December	10.74	6.67	5.35	3.52	5.61	25.13	6.07	63.09	61.16	18.95	17.78	82.04	78.94	0.00
Totals	127.14	65.01	51.03	38.46	51.32	245.97	61.71	640.65	635.58	557.41	517.88	1198.06	1153.46	734.01

completion of the exterior coating on the Greenleaf tank to be done in 2003. Three cases improved in quantity and quality. The staff also completed the third annual Consumer Confidence Report as required by the EPA. The report will continue.

The water quality throughout the distribution system has greatly improved especially in the past two years due to the start up of the groundwater facility. The corrosion control program appears to be taking hold in the system with a vast reduction in the number of black and brown water complaints. The iron and manganese levels in the system have dropped off since the groundwater facility was placed on line. The corrosion program effectiveness is further backed up by the excellent results in the federally mandated lead – copper testing performed in the past two years. The Chloramination Program started in September 2002 to prevent the formation of trihalomethanes, a bi-product of chlorination, and appears to be working with a noticeable reduction in THM's. The pH is slowly being adjusted up to a pH range of 8.1 to 8.3. The water quality should continue to improve as current and future adjustments take effect.

Three members of our crew retired this year: Al Marchant, Paul Giglio, and Patrick Mustoe. Good luck to all of them. Transferring into the Division from the Highway Division were Michael Dwyer and myself.

Respectfully submitted,

David C. McCafferty
Assistant Superintendent

CONSERVATION COMMISSION

Introduction

The Burlington Conservation Commission respectfully submits the following report of the various activities of the Conservation Commission and Conservation Staff during 2002. Any person who wishes to learn more about this report or the functions of the Commission is invited to contact the Conservation Department or a member of the Conservation Commission.

The Conservation Commission is comprised of seven volunteer members appointed by the Board of Selectmen to three-year terms. The Commission is responsible for

ensuring compliance with the Massachusetts Wetlands Protection Act and the local Wetlands 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, and 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 three largest Conservation Areas – Mill Pond, Sawmill Brook and Little Brook – 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, and outright purchases.

The Conservation Commission is assisted by a three-person Conservation Staff, including Conservation Administrator John Keeley (who replaced Kristen Phelps in April), Conservation Assistant Randy Newell and Senior Clerk Ellen Longo. 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.

Regulatory Functions/Permitting

In 2002, new applications included requests for the confirmation of wetland boundary delineations, the review of new residential projects and the permitting of commercial redevelopment ventures. Projects in the latter category included (for example): demolition and new construction at the former Raytheon facility on Wayside Lane; renovation and conversion of the former Brunswick Lanes bowling alley into a self-storage facility; and the removal of hazardous sediments in a pond and brook at the former Lockheed Martin property on Network Drive, now owned by Sun Microsystems.

Land Management

The Conservation Commission once again sponsored the annual tree give-a-way at the April town elections; distributing Colorado blue spruce trees to more than 500 res-

idents who came out to vote. The 2002 Conservation Photo Exhibit – in its eighth year – centered on the theme “Burlington Exposed”. The photo exhibit is intended to encourage community members to explore and enjoy the natural environment, whether it be at one of the major Conservation Areas or in their own back yards. Many Burlington residents, including several High School students, submitted photos picturing flora, fauna and other “natural” subjects. Mill Pond was a popular setting for many of the photos. The exhibit ran from mid-September to mid-October at the Burlington Public Library.

With financial help from a Route 3 construction mitigation grant, the Town of Burlington and the Conservation Commission acquired a significant new Conservation Area in 2002 at the end of Marion Road. It contains several acres of uplands, and an extensive wetland system provides significant flood storage and water quality enhancement. There is an excellent diversity of native vegetation throughout the parcel, including about a dozen very large shagbark hickories that provide valuable wildlife habitat. The site already has a well-worn trail system and will provide continued opportunities for passive recreation and nature observation for residents. The parcel’s proximity to the Francis Wyman School enhanced its attraction, as it could serve as an easily accessible “outdoor classroom”.

The Conservation Commission sponsored a tour of the land in September that was attended by about a dozen residents. The Conservation Commission and staff spent considerable time and effort during 2002 in an attempt to purchase the 15.7 acre parcel. This goal was achieved in September, when Town Meeting members voted to approve the purchase of the parcel.

Additionally, the acquisition of the Clapp’s Mill property, approved in 2001, was finalized in 2002.

Stream Cleaning

The summer stream-cleaning program entered its twelfth year under the supervision of Travis Wheeler. The five-person stream cleaning crew addressed the traditional trouble spots in residential areas, removing truckloads of trash and debris from stream channels each week. The crew also spent a significant amount of time cleaning Sandy Brook, Longmeadow Brook and Lubber’s Brook. Under Conservation Commission review, the DPW also continued the “machine stream cleaning” program, using the Vactor machine. Sections of Longmeadow Brook, Sandy Brook and

an unnamed brook near Violet Road were vactored in 2002.



Marion Road (Photo by: Randy Newell)

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

Respectfully submitted,

The Burlington Conservation Commission

Larry Cohen, Chair

Philip Sutton, Vice Chair

Indra Deb, Commissioner

Marylee Everett, Commissioner

Gail Lima, Commissioner

Paul Mazzocca, Commissioner

Kerry Melanson, Commissioner

BOARD OF APPEALS

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 2002, the Board heard 45 cases, 22 were residential cases which generated \$2,200.00 in fees, 22 commercial cases which generated \$5,750.00 in fees and 1 comprehensive permit which generated \$5,000.00 in fees. The applications generated in total \$12,950.00 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,

Robert Meaney, Chairman
William Gaffney
Wayne Harding
George Murray
John T. Sullivan
John A. Alberghini, 1st Alternate

BUILDING DEPARTMENT

I herewith submit my report as Inspector of Buildings for the year 2002. The current economic conditions have caused an undeniable change in construction as reflected in this report. The construction cost for 2002 is down 40% from last year coming in at \$47 million dollars. The total number of permits issued by the Building Department staff during 2002 was 2,504, resulting in over 4000 inspections being performed. The total permit fees collected for 2002 was \$484,366, a 16% drop from last year. The number of permits and inspections are approximately the same as last year. Effective July 2002 we increased our applications fees, from \$5.00 per thousand to \$8.00 per thousand. Our previous fee increase was in the early 1990's.

This past year the Building Department expanded its success with the permit tracking system by recording inspections, offering quick and easy access to the tracking and reporting of inspections. The department received and responded to over 93 complaints, performed 85 annual inspections and provided numerous zoning determinations. The only new street in 2002, Westgate Drive accommodates the expansion of the Westgate apartment complex: two (2) 10-unit apartment buildings and a maintenance garage, due to begin construction in 2003. Radcliff Street and Haven Terrace have extended to accommodate five (5) new single-family dwellings, three (3) at Radcliff, and two (2) at Haven Terrace. In addition, the extension of Richardson Road is for the construction of fifteen (15) townhouses. Since March 1986 the Town has been under a Sewer Moratorium and our office continues to monitor and record the amount of wastewater produced for proposed new construction and additions.

Residential building permits were down slightly this year from last. Indications seem to show residents want to settle in Burlington, subsequently adding on to their existing dwelling. This year included twenty-seven (27) residential dwellings: eighteen (18) dwellings on new parcels and nine (9) dwellings demolished and replaced with new dwellings on the same parcel. Swimming pools were up 51% from last year. Trends this year, included:

18 Two-Story Additions	25 Second Floor Additions
22 Garages w/rooms above	56 Decks
21 Family room additions	24 Seasonal/Sunrooms
35 Kitchen Additions/Remodels	54 Siding
65 Roofs	

The commercial building permits were down from last year (approximately 67%). Significant construction projects included a self-storage facility, Millipore, and new tenant spaces i.e. Fox Sports, Alpha Tech, Digimarc ID Systems, Cognos. Sun Microsystems Building 10 was started (foundation & site work), and then was put on hold. Three (3) wireless communication sites had delayed construction but are now underway.

Zoning complaints and violations this year mainly consisted of the parking of more than one (1) unregistered vehicle and/or commercial vehicles in a residential zone and the placement of banners & freestanding signs on commercial property.

This past year the Building Department enlisted the help of three (3) seniors from the Senior Work Off Program, assisting the clerk in the maintenance of our files. We are also a first- time participant in Shawsheen Technical High School's Senior Externship Program, where a Senior is placed for observation, instruction and a meaningful, learning-rich work experience in the business environment. Nicole Minichiello of Wilmington from the Business Information Service Department at Shawsheen is working with our staff. We would like to take this opportunity to thank them for a job well done and look forward to a long-term involvement in both these programs.

Since September 11, 2001 our office has been working 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), Federal Emergency Management Agency (FEMA) and Statewide Anti-Terrorism Unified Response Network (SATURN).

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) microfiche our plans to reduce our large area of archived storage, (3) use pocket PCs in the field to record inspections, and (4) 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.

The department offers the following informational brochures: (1) *Building/Development Process Handbook*, explaining the permitting process, (2) *The Building Department's Most Frequently Asked Questions*, and (3) *2nd Water Meter Guidelines*, a brochure explaining the procedure for installing these meters. Also available upon request, is a list of contractors, plumbers, electricians, etc. for your use in your proposed construction job.

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	27	4,330,000	27,785
Residential Additions	209	9,132,272	84,380
Residential Remodels	216	2,312,601	15,509
Residential Garages	9	118,978	842
New Commercial Structures	1	5,255,000	31,377
Commercial Additions	5	2,685,900	25,213
Commercial Alterations	139	20,779,034	169,484
Signs	80	201,241	3,950
Miscellaneous	50	796,263	9,064
Foundation Only	11	273,700	3,728
Swimming Pools	41	461,033	1,435
Demolitions	39	426,791	3,475
Temporary Mobile Homes	0	0	0
Temporary Trailers	15	28,000	900
TOTALS	842	\$46,801,268	\$ 377,143
		Fees Collected	No. of Inspections
Building Permits	846	\$ 377,143	1,889
Certificates of Inspection	85	3,984	85
Electrical Permits	831	55,215	1,109
Plumbing Permits	412	37,188	726
Gas Permits	328	10,619	441
Miscellaneous Copies, etc.		217	
TOTALS	2504	\$484,366	4,250

Respectfully submitted,

John J. Clancy
Inspector of Buildings

THE OFFICE OF VETERANS SERVICES

The Burlington Office of Veterans Services had a very busy and productive 2002. The office and the veteran community were involved in a number of activities and events beginning in February when *Give Thanks America* came to town, right through to Veterans Day in November. Most people in town know this office through the public events, but the focus and primary concerns of the Burlington Office of Veterans' Services is working in private with veterans to ensure that they and their families receive the proper benefits due them. We also interact with a wide variety of residents on a myriad of issues and topics.

In February *Give Thanks America*, a week long program that allows people to send video messages to our troops around the world, visited the Burlington Mall, and the response to our search for volunteers to man the station was tremendous. Volunteers from the veteran community, Hanscom AFB, and from the general public made the week an exciting event. More information and photos can be seen on our web page veteransinfo.net.



"Give Thanks America" – Selectman Albert Fay; Veterans' Agent Robert Hogan, Congressman John Tierney; Colonel Joseph Maryeski, Hanscom AFB ESC; and Rick Tonsi, Burlington Mall Manager sent the first ceremonial messages. (Photo by Betty McDonough)

In April this office participated with the Burlington American Legion Post #273 as they dedicated a new U.S. Flag Dropbox. It is located in the front driveway of the

American Legion Post on Winn Street. This is for all U.S. Flags that are old and worn, so they may be properly disposed of. We observed POW/MIA Recognition Day with the Flying of a huge POW/MIA Flag at 127 Cambridge Street. The Flag was loaned to us by Charlie Bevilacqua, and the Flag Pole belongs to Prudential Suburban Realtors.

The Burlington schools were actively involved with veterans' issues and programs, and this office was pleased to be invited to participate in many of these events, including an assembly and discussion, at Marshal Simonds Middle School, about life as a teenager during World War 2, as well as a terrific performance called "Saying Thanks is Not Enough" at the Pine Glen Elementary School.

And Burlington High School Principal Linda Hayes held her second annual Veterans' Day ceremony, dedicating the event to Korean War Veterans. This office was honored to be invited and assisted with identifying local Korean War Veterans. We also invited Former Massachusetts Commissioner of Veterans' Services, Korean War Veteran, and recipient of the Congressional Medal of Honor, Thomas Hudner.



Shown with some of Burlington's Korean War Veterans is Commissioner Thomas Hudner, center standing, with Navy Commander Peter Dutton, 4th from left seated with Principal Linda Hayes and Vietnam Veteran Don Tocci, 3rd from right. (Photo by David Luther)

After the placement of the 23 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. Sgt. Major Kip Carpenter,

USMC of the 1st Battalion, 25th Marines, was the guest speaker, and Reverend Jacqueline McGrady from St. Mark's Church was our Chaplain. The high school band played the National Anthem and the Military Medley.



Chestnut Hill Cemetery (Photo by Betty McDonough)

The speaker for Veterans' Day was Lt. Bryan Collins from Hanscom AFB, and Reverend Peggy Derrick of the United Church of Christ Congregation was our Chaplain. Also in attendance were members of the Middlesex Sheriff's Department Honor Guard, The American Legion Rifle Squad, the Marine Corp League Honor Guard and the Burlington High School Marching Band. Bosen's Mate, 2nd Class, Roy Thorstensen piped in the start of the ceremony.

After one full year on line, the *veteransinfo.net* web page has been very successful and has had more than 3,000 hits from which telephone, e-mail, and hard mail inquiries were received from several states across the country and two foreign countries.

The Office of Veterans' Services has as its top priorities: providing services designed to improve the quality of life for every veteran in town and their surviving dependents; assisting the disabled with a myriad of issues; the submission of applications for low-income families to apply for fuel assistance; taking applications for those individuals wishing to work in Labor Service positions with the Town of Burlington and providing a list of names to appropriate departments when a Labor Service position opens.



Marriott Hotel Staff Volunteers with General Manager, Jim Kappel at far right
(Photo by Betty McDonough)

Veterans' Services also handles, for many citizens of the town, innumerable human service issues not listed in our title. Elderly and young alike visit or call the office seeking information about and assistance with employment, Social Security, Medicare and Medicaid. With an influx of low-income families through subsidized housing in Burlington, many people arrive at this office asking advice about low-cost health care and insurance and educational information for college-bound children.

Special thanks go out to the staff at the Marriott Hotel 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.

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 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.

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.

Earlier this year a department of Veterans' Affairs Undersecretary wrote that she was directing each network director to ensure that no marketing activities to enroll new veterans occur within the VA Health Care System. As the Office of Veterans' Services, one of the most important part of our job and a major part of our responsibilities is the distribution of information to veterans and the education of veterans about the VA Hospitals and veterans benefits associated with them. A letter was sent to Senator John Kerry, a Vietnam Veteran, to Congressman John Tierney, and to President George Bush requesting them to direct the agency to overturn the anti-outreach policy.

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 Federal Department of Veterans' Affairs in several locations around the country.

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 veteran population aging and dying in ever larger numbers, the number of veterans and families seeking veterans benefits, counseling and advice continues to increase. With an increase of Veterans losing their retirement benefits, many local veterans have been arriving at our door seeking assistance in applying for health care benefits with the VA.

The Veterans' Agent also writes articles for the local newspapers informing veterans and their families about important current and historical information that might be of interest to them, in addition to the semi-annual newslet-

ter that is mailed directly into the home of every veteran with valuable updates and information about services available to the veterans and their family.

The Burlington Director of Veterans Services is a Past President of the Northeast Veterans Service Officers' Association. He is also a member of the Massachusetts 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 of Veterans Services is also a member of the Burlington American Legion, the Burlington VFW and the Vietnam Veterans of America.

Every effort is put forth by the Office of Veterans' Services to ensure proper observances of Memorial Day and Veterans' Day. The Allied Veterans Council conducts Poppy (Forget Me Nots) Sales through its member organizations at the high school polling place each election. The Members of the Council also 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. This office also wishes to acknowledge the members of the Burlington Knights of Columbus for their support of veterans throughout the year.

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

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's cemetery personnel have always afforded cooperation in this responsibility. Individual flag holders are provided by the town. 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, a bronze marker is provided by the US Government 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. We also serve as the office receiving complaints about handicapped issues. The DAC continues to work with the town and the schools to ensure accessibility and reasonable accommodations in the various buildings.

6. FUEL ASSISTANCE

Eligible residents apply for this joint state and federal benefit through this office. We begin accepting applications for fuel assistance in November and the season ends in April. Currently, there are more than 300 Burlington families receiving fuel assistance. This office is responsible for all eligible residents under 60 years of age. Verification is sometimes time consuming, but obtaining all the information needed for determination of the candidate is absolute-

ly necessary. Also, families on fuel assistance often need additional guidance and assistance and utilize this office as resource for information and direction they need to improve their quality of life.

7. LABOR SERVICE

This office 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, Recreation and the school cafeterias. There are approximately 176 individuals who are presently listed on the Labor Service Roster.

Respectfully submitted,

Robert C. Hogan, Director
Betty McDonough, 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 provides screening for People Helping People, primarily for residents making requests of the Covenant for Basic Needs (established in 1981 by the 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 nine year olds.

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 use, 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 the school's health department, we have again provided workshops for sophomore health classes on depression.

Charlie Franich, BCLC therapist, was re-elected in June 2002 to serve as the chair of the town's Drug & Alcohol Task Force. This year, Peggi Durand, Charles Franich and Dinah Lane have worked very hard with Amy Mahoney in the school department to implement a Peer Education Program with over 75 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 was 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 continues to serve on the Board of Directors of PHP. Many residents are aware that the Holiday Program helps 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 FY 2003, we handled 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.

Several residents have put a lot of time and energy into making this program work. We extend our thanks to members of the PHP Board and all those residents, groups and companies who contributed time, talent, and money to help PHP through another year.

BCLC also maintains an information and referral service to assist ANY resident in locating the particular social service that a resident may require. Staff has 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.

Counseling Caseload Age Distribution (12 month period):

190	Adults (26 & Older)
22	Young Adults (19-25)
207	Adolescents & Children

Treatment Modality

252	Family Treatment
128	Adults (12 young adults: 19-25yrs)
124	Adolescents & Children
103	Individual Treatment
65	Adults (parent with adolescent in family)
38	Young Adults, Adolescents & Children
15	Team Treatment
9	Adults
6	Young Adults, Adolescents & Children
49	Group Treatment: Adolescents

Referral Sources:

1. Schools: 41%
2. Self-referrals: 18% (A majority of these self-referred clients were former clients who returned to deal with new crises or issues, and because they were happy with the services provided previously.)
3. Family and Friends: 15% (Approximately 80% of these residents had been clients at BCLC and recommended our services.)
4. Community Sources: 24% (police, clergy, doctors, lawyers, crisis team, other town departments, DMH, DSS)
5. Other Sources: 2% (7 from psychiatric hospitals; 3 other therapists or mental health clinics)

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 Serving Humanity) volunteers provided 86 rides to local medical and social service appointments for residents in need of transportation. In September, FISH was awarded a \$2,000 Citizenship Grant from the Grand Lodge of Massachusetts in recognition of the nature of volunteerism and active involvement of Brother Walter Barnes. The Rent-A-Kid referral service received 69 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 Graduate School, Tufts University, Antioch University, Northeastern University and University of Massachusetts. We thank the students for their long hours of service and dedication.

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	

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

B-LINE



Front: Mabel Nevins, Patricia Churchill, Eleanor O'Connell, Jennifer Gelinas;
Back: Kevin McKelvey, Mildred Nash, Nancy Hofferty, Virginia Mooney; Missing:
Patty Farrell, Anne Rowe, Paul Raymond (Photo by Thomas O'Connell)

The B-Line transports the residents of Burlington and others who need public transportation to get to work, their medical appointments, to school and shopping. It serves the community well. This convenient, and user friendly service is depended on by many who otherwise would have no means to get to work, etc. Students use the B-Line to get to school if they miss their school bus and to return home when they have after school activities. Each B-Line bus is handicapped accessible for two wheelchairs.

If we are building more apartments bringing added residents who have no transportation, we must afford them the ability to travel by public transportation.

The Town Meeting, with the support of the Selectmen, voted to increase the B-Line appropriation by \$36,000.00. This was to begin bus operations earlier in the morning, which was requested by riders. We began the new service on September 3, 2002. One shuttle bus starts service at 6:00am by request only. Residents have only to call and leave their name, address and telephone number. I will return their call to affirm the time. The 6:00am driver will pick them up and either take them to an MBTA stop or to the Human Services building where they can take the 6:30am B-Line to their destination. The B-Line Advisory Committee meets on the second Thursday of the month at 6:00pm. Our telephone number is 781-270-1965.

B-LINE ROUTE 1

(MALLS)

Route # 1 on the hour Starts 7 AM.

Start 61 Center St. Building

R CENTER ST pass town hall

L CAMBRIDGE ST.

XX L On Req. Wall St.

XX L On Req. Crossroads Plaza

R WAYSIDE ROAD

1st L SO. BEDFORD ST

1st R BLANCHARD RD>

1st L MULLER ROAD

R MIDDLESEX COMMON

R ON MIDDLESEX TPK

XX R On Req. Vinebook Plaza (tower records)

R BURLINGTON MALL

**XX (On Req. Lahey Clinic
then right on mall rd to 1st left
so. bedford to end R on lex St.)**

ACROSS TO LEXINGTON ST. to end

R BEDFORD ST. to end

R CENTER ST. TO CENTER BLD

L(left) shows us which direction
R(right) the B-Line travels
along the routes.

5:00pm (LAST TRIP)

RED LINE

B-LINE ROUTE 4

(WINN STREET)

Route # 4 on the 1/2 hour 6:30 AM

Start 61 Center St. Building

R CENTER ST pass town hall

R CAMBRIDGE ST. at lights

R WINN ST.

2nd L MILL ST

1st R LOCUST ST. to end

L WINN ST

R WINNMERE AVENUE

3rd L OVERLOOK AVENUE to stop sign

1st L GLEN AVENUE

1st R EDMERE AVE

1st L HARRIET AVENUE to lights

R WINN ST

1st R MOUNTAIN ROAD

1st L WYMAN ST.

1st L WINN ST

1st R WILDMERE AVE

2nd L CARLTON AVENUE

3rd L NEWBRIDGE

1st R FRANCIS to end

R WINN ST

light R PEACH ORCHARD RD
to turn around Grandview Ave
and back to end

R WINN ST

L CENTER ST

L BIRCHCREST ST.

L TOWER HILL

XXX

R BIRCHCREST ST.

L CENTER ST to CENTER BLD

**XXX ON 2.30PM Route after tower hill
take left on birchcrest st down hill to
light and across into HIGH SCHOOL**

5:30pm (LAST TRIP)

B-LINE ROUTE 2

(Frances Wyman Road)

On the Hour starts 7AM

Start 61 Center St. Building

	R	CENTER ST pass town hall	
	L	CAMBRIDGE ST	
1st	R	BEDFORD ST.	
		<i>After church & Francis Wyman</i>	
3rd	R	COLLEGE RD	to end
	L	FRANCIS WYMAN RD.	to end
	R	CAMBRIDGE ST.	
2nd	L	LEROY DRIVE	to end
	R	PAULA ST.	to end
	R	WILMINGTON RD.	
1st	R	CHESTNUT AVE.	to end
		<i>Cross cambridge st to</i>	
		COUNTY RD.	
2nd	L	WINONA RD	
1st	L	RAHWAY RD.	
1st	R	SKELTON RD	
5th	L	MACON RD	
1st	R	GIDLEY	to end
	L	PRINCETON RD.	to end
	R	CAREY AVE.	to end
	R	MEADOWVALE RD	to end
	L	BEDFORD ST	to end
		XXX	
	R	CENTER ST To Center Bld.	

XXX High School 2.20pm

XXX High School 3.20pm

6:00pm (LAST TRIP)

GREEN LINE

B-LINE ROUTE 5

(Lahey Clinic & Malls)

on the 1/2 hour starts 6:30 AM

Start 61 Center St. Building

	R	CENTER ST pass town hall	
	L	CAMBRIDGE ST	
1st	R	BEDFORD ST.	
1st	L	LEXINGTON ST.	
		<i>after reduce speed sign on curve</i>	
	L	STONEY BROOK RD	to end
	R	MALL RD.	
2nd	L	LAHEY CLINIC	
	L	MALL RD	
	L	BURLINGTON MALL	
	L	MIDDLESEX TPK.	
	L	MIDDLESEX COMMON	
	L	MULLER RD.	to end
	R	BLANCHARD RD	to end
	L	SO BEDFORD ST	
1st	R	WAYSIDE RD	to end

XX Req Across to Wall Street

XX Req Right To Crossroads Plaza

L CAMBRIDGE ST.

R BIRCHCREST ST to end

XX req Tower Hill

L CENTER ST To Center Bld.

5:30pm (LAST TRIP)

B-LINE ROUTE 3

(Wilmington Road -Fox Hill)

on the hour starts 7 AM

Start 61 Center St. Building

R CENTER ST pass town hall

R CAMBRIDGE STREET

R WILMINGTON RD.(RT. 62) at light
after playground

L CARTER RD to end

R DORIS RD

R SANDRA ST. to end

R WILMINGTON RD.

L WESTWOOD ST.

R BLACKHORSE LANE

L SUMNER RD to end
Quick right & Left to
VINCENT RD

R DONALD RD to stop sign

R HART ST

R FOX HILL RD

L BOULDER DR. to end

L UPLAND RD to end

R FOX HILL RD to end

L SKILTON RD. to end

L	On Req. MILL ST.	
R	FREEPORT DR.	
R	TONER DR.	to end
R	Mill St.	to end

R MILL ST. to end

R WINN ST. to light

L CAMBRIDGE ST

L fire house

R CENTER ST. to Center Bld.

6:00pm (LAST TRIP)

Blue LINE

B-LINE ROUTE 6

(Terrace Hall-Middlesex Turnpike)

on the 1/2 hour starts 6.30AM

Start 61 Center St. Building

R CENTER ST pass town hall

L CAMBRIDGE ST.

1st R BEDFORD ST,

L TERRACE HALL AVE

R A STREET to end

R MIDDLESEX TURNPIKE to lights

L BEDFORD STREET to lights

L NETWORK DRIVE
follow back to Middlesex Tpk

XX	Cinema on request
----	-------------------

L MEADOW RD to end

XX	Tower Record Mall on req.
----	---------------------------

L MALL ROAD

R BURLINGTON MALL

R MALL ROAD

R LAHEY CLINIC

R MALL ROAD

1st L SO. BEDFORD to end

L LEXINGTON STREET

1st R HOPE ST

1st R JAMES ST to end

R HEMLOCK ROAD to end

L SANDY BROOK ROAD to end

R TERRACE HALL AVE to end

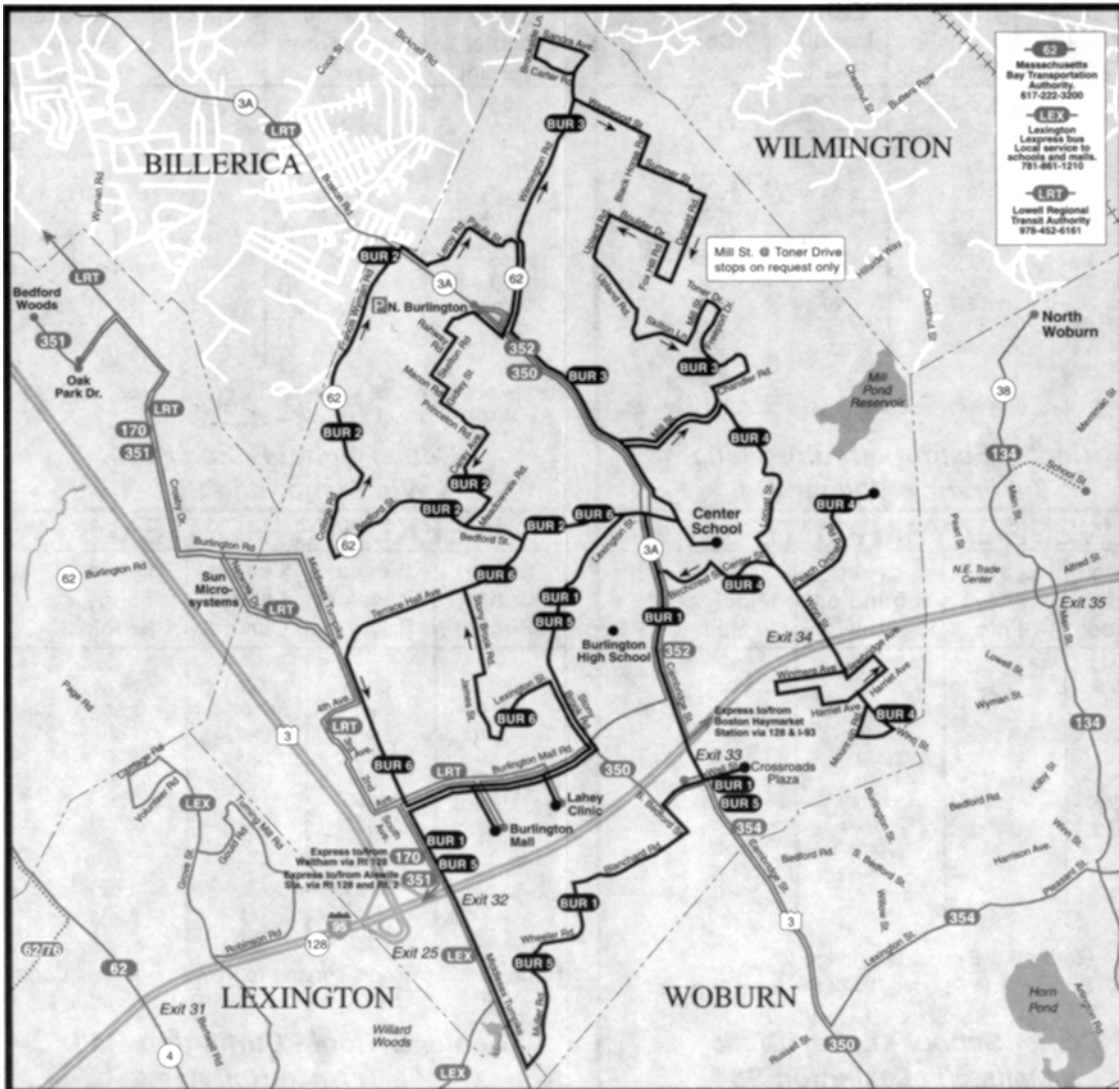
R BEDFORD STREET to end

R CENTER ST. To Center Bld.

5:30pm (LAST TRIP)



B LINE ROUTES 1-6



THE B-LINE BUS
HUMAN SERVICE BUILDING
61 Center Street
Burlington, MA 01803
781-270-1965
www.Burlington.org/bline.htm



6:00 A.M. Shuttle Bus - Call 781-270-1965
Connect with the MBTA and 6:30 B-Line Routes



Under 6	Free		Passes Available		
Students	.25		<u>Adult</u>	<u>Seniors</u>	<u>Students</u>
Adults	.50	Year	\$ 60	\$ 35	\$ 35
Seniors	.25	6 Month	\$ 35	\$ 20	\$ 20
Transfers	Free	3 Month	\$ 20	\$ 11	\$ 11



HOURS OF OPERATION - MONDAY THROUGH FRIDAY

Routes 1-4: 6:30 A.M. to 6:00 P.M.
Routes 2-5 and 3-6 6:30 A.M. to 6:30 P.M.



Burlington High Students:
The B-Line departs the High School at 2:20, 2:50 and 3:20 p.m.



The B-Line will take you to any field in Burlington as well as almost any activity for recreation - call for details.



Connections

The Lowell Bus at Chestnut Avenue
The Bedford Bus at the Burlington Mall
The M.B.T.A. busses along Cambridge Street, as well as Chestnut Avenue
The Lex-Press Bus at the Burlington Mall

SAFE-CONVENIENT-FRIENDLY-INEXPENSIVE-AIR CONDITIONED
WHEELCHAIR ACCESSIBLE

To publicize the new information we were able to send 3500 schedules out with the COA Bulletin, all Burlington Schools were notified and Virginia Mooney produced a BCAT program on local cable. The Boston Globe did an article on the early service and the Daily Times Chronicle and the Burlington Union wrote wonderful stories regarding the B-Line. Lahey Clinic put a blurb in their Spectrum Bulletin which goes to each employee.

The B-Line connects with the Lexpress. The two towns are working together to allow a rider from Burlington to ride the Lexpress free and Lexpress riders may ride the B-Line free as well. This is done using a free transfer only. The intent is to encourage public transportation and help the clean air act. The B-Line has convenient connections with the MBTA and LRTA buses as well. Waltham has begun a city bus making linkage between towns viable.

Respectfully submitted,

Eleanor O'Connell
Transportation Coordinator

B-Line Advisory Committee:

Patricia Churchill
Patty Farrel
Jen Gelinis
Nancy Hofferty
Kevin B. McKelvey, Selectman
Virginia Mooney
Mildred Nash
Mabel Nevins
Paul Raymond, Planning Board
Ann Rowe

COUNCIL ON AGING

The Burlington Council on Aging was established in September 1967, by a vote of the Burlington Town Meeting Members. Members of this Board are appointed by the selectmen for one and three year terms. The Council on Aging Board serves as advocates for the Burlington Senior Population in areas of health, welfare and housing options. The COA Board is dedicated in promoting dignity, self-determination, and well being through leadership, services and education. The Board institutes and encourages programs such as computer education, meals on wheels,

affordable housing and protection of the rights of senior citizens. The population age 65 plus is currently about 34.7 million and is projected to double over the next three decades to nearly 70 million.

Affordable housing has become a reality for seniors with the ingenuity and creativity of the three-way land swap. The Council on Aging was on the forefront of this endeavor by presenting the Selectmen with a survey completed by Burlington Senior Citizens. Alternative housing options was top on their list. The Town, through the work of the COA and the Senior Housing Options were instrumental in the Assisted Living Facility, Longmeadow Place.

During this year, the Council On Aging and the senior center took part in a research study conducted by Lahey Clinic, which offered seniors the ability to take control of their health issues in the area of chronic illnesses. There were strong positive results and Lahey has gone on to do the same study, in towns with different socio-economic and ethnic backgrounds.

The Council On Aging has seen some big changes this year. Marie Sotiros retired at the beginning of the year after 14 years. Gloria Riggles Surret left her position after 6 years as afternoon receptionist. Dottie Bennett also retired after 10 years of driving the van and we were fortunate enough to find Patty Smith who came on board during the summer. In December Gwen Burgess, who has been a board member for 16 years announced she is moving to Florida. Gwen ran the Cabaret, which raises money for the Cabaret Fund. This fund allows us to help seniors in need to buy prescriptions, oil or deal with other small emergencies. Gwen also ran the Artist's Workshop on Fridays and was Treasurer for the COA board. All four are and will be missed by those they touched over the years. Debra Fitzpatrick is our new Senior Clerk, Marion Doucakis is now our receptionist during the afternoons.

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 and there is no charge for this subscription. Previously seniors requested a free subscription to the Senior Spotlight, this is no longer necessary. The Senior Spotlight will now start within a couple of months of a resident's sixtieth birthday. The monthly newsletter serves as a very valuable link between the Council and the elderly community. The Senior Spotlight updates news pertaining to medical and legal issues. A monthly calendar of schedules and events along with a daily lunch menu is included in the newsletter. The Burlington Senior Citizens Organization Newsletter is also included in the mailing of the newsletter.

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. Also operated by Minuteman Senior Services, the Nutrition Program provides home delivered meals to those Burlington residents who are homebound and in need. 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.

- Serving Health Information Needs of Elders, (SHINE) is available twice a month 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 town's seniors are fortunate to have a valuable resource in an outreach worker. The outreach worker is available by appointment, which may be made by calling the COA office. Home visits are available by request.
- Legal assistance is available monthly by appointment only. This is a free service with a knowledgeable lawyer who specializes in Elder Law.
- Fuel assistance is available at the Council on Aging Office from October through March in collaboration with the Emergency Fuel and Weatherization Program located in Lowell, Massachusetts.
- 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.

- 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.
- 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. This program is available to seniors 60 years or older who have an income that does not exceed \$45,000 for one person or \$55,000 for two people. Only one person per household per year may participate and they must be the homeowner or current spouse living within the Town of Burlington
- 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 First Annual Safety and Wellness Fair was held this fall with information from all of the above and included many town departments with important information on being safe and well for seniors and their caregivers.
- The Senior Center is a place where holiday parties, volunteer recognitions, summer cookouts, senior socials in the evening and various fund-raisers are held.

Programs available at the Senior Center

- In the Artist Workshop you pick the media of your choice with the talented assistance of a volunteer instructor for the class.
- Quilting is taught once a week during the fall, winter and spring. While the "Crafty Chicks" also meet once a week for conversation and "needlework".
- Beano is offered every week during the week and twice a month on Sundays.
- Exercise is offered in the form of TaiChi and exercise classes. The exercise classes are taught three times a week with the assistance of Lahey Clinic.
- Movies, both current and classic are offered twice a month; refreshments are served during the movie.
- Day and overnight trips are available to seniors; and

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. Computer classes are available by list; Registration may be accomplished through contact by phone or in person.

**The Council would like to take this opportunity to once again thank Lahey Clinic for their most generous donation for weekend senior transportation, which provides seniors with the opportunity to attend Church and Temple services as well as transportation to the mall for dining and shopping. We look forward to on-going community services and goodwill.*



Front row l-r: Sue Trousil, Marion Doukakis, Marge McDonald. Back row l-r: Peg Heneghan, Debra Fitzpatrick, Patty Smith, Frank Rais.



Caption: Front row l-r Eleanor Bonfanti, Marge McDonald, Gwen Burgess, Arlene DiRocco, Muriel O'Brien, Gordon Thomson, Back row l-r Robert Tyler, Marie George, Mary Lindley, Bob Wong, Jack Gulde

COA Board Members

Arlene DiRocco, Chairperson	Robert Tyler
Muriel O'Brien, Vice Chair	Robert Wong
Vacant, Treasurer	Marie George (alternate)
Eleanor Bonfanti, Secretary	Gordon Thomson (alternate)
Mary Lindley	Jack Gulde (alternate)

Respectfully submitted,

Margery R. McDonald, Coordinator and
the Board Members of the Council on Aging

TREASURER/COLLECTOR

The Town of Burlington increased its property values by \$311,380,960 to a total value for all property classes of \$3,739,266,775. This increase occurred in spite of the slow economy and another year of large losses in the major stock market indices. The Tax Levy increased from \$50,354,340 to \$53,177,347 or an increase of \$2,823,007 from fiscal year 2002. Our reserve in taxing capacity as of 12/31/02 was \$4,329,000 an increase of \$174,000 from last year.

The residential tax rate was reduced from \$9.10 per thousand to \$8.20 per thousand. The commercial industrial tax rate was increased from \$22.10 to \$23.70 per thousand. The amount the Town levied residentially went down from 35.3133% to 35.2602%. The Town has two rates it uses to allocate the taxes it assesses and collects. Below is the breakdown of taxes levied for FY 2003 for the Town of Burlington.

CLASS	LEVY PERCENTAGE	VALUATION BY CLASS	TAX RATES	LEVY BY CLASS
Residential	35.2606%	2,286,662,934.00	8.20	18,750,636.06
Open Space	00.0000%	0.00		
Commercial	51.4158%	1,153,652,451.00	23.70	27,341,563.09
Industrial	07.9343%	178,026,500.00	23.70	4,219,228.05
SUBTOTAL	94.6107%	3,618,341,885.00		50,311,427.20
Personal	5.3893%	120,924,890.00	23.70	2,865,919.89
TOTAL	100.0000%	3,739,266,775.00		53,177,347.09

The Town of Burlington health insurance claims finally leveled off after a three-year increase and our projected revenues for calendar year 2002 compared to expenses is show-

Town of Burlington

	1998	1999	2000	2001	2002
GROSS PAYROLL	\$39,647,384.76	42,612,636.31	44,766,058.70	49,584,443.74	48,609,985.84
Withholdings					
Federal Tax	4,937,073.97	5,358,366.21	5,657,195.50	6,104,709.27	5,435,539.77
State Tax	2,009,333.64	2,096,064.81	2,166,966.28	2,298,870.27	2,131,583.48
Retirement	2,573,942.06	2,813,320.52	2,991,565.77	3,921,217.31	4,097,607.16
Chap 32-B Health Insurance	782,520.31	913,644.38	1,069,889.86	1,267,114.06	1,463,020.93
Disability Insurance	30,495.03	31,905.96	31,045.64	30,049.52	46,531.63
Delta Dental Insurance	157,623.92	177,003.25	188,810.23	206,162.87	224,173.05
Credit Union	3,437,853.62	3,454,755.21	3,489,654.36	3,558,473.60	3,471,040.95
Tax Shelter Annuities	641,262.78	689,980.21	669,644.49	706,656.71	773,235.54
Deferred Comp Plans	1,086,742.16	1,133,419.16	1,153,135.47	1,213,516.90	1,323,437.80
Teachers' Association	126,853.53	142,015.30	142,768.44	156,122.70	145,334.68
Union Dues	99,285.96	106,190.87	111,172.21	112,734.39	122,918.91
Suspense	141,197.56	142,710.24	157,716.76	183,140.52	175,915.88
United Way	2,590.00	2,003.00	2,326.00	2,935.00	3,779.00
Life Insurance	113,068.49	107,900.46	104,143.70	105,161.39	108,483.39
FICA-Medex	250,222.42	290,851.38	326,945.76	386,670.39	398,996.57
Social Security	12,037.51	11,432.63	5,808.99	57.77	12.65
U.S.Savings Bonds	17,112.36	15,077.92	12,834.54	13,126.64	10,163.93
TOTAL WITHHOLDINGS	16,419,215.32	17,486,641.51	18,281,624.00	20,266,719.24	19,931,775.32
NET PAYROLL	23,228,169.44	25,125,994.80	26,484,434.70	29,317,724.50	28,678,210.52

ing a reserve of approximately \$300,000. We are estimating the budget increase for health increase to be 7.25% for fiscal year 2004 a major improvement compared to the 16% and 20% increases received the previous two years. Our large claim losses have decreased to a manageable level and we have budgeted accordingly. The Town of Burlington was also able to reach a two-year coalition agreement with all the unions representing Town employees.

The Town and unions agreed to continue the present health insurance carriers and the same contribution of premium levels if the Town continues to finance their insurance program on a premium level basis. The Town switched from self-funding to a premium basis effective 01/01/03.

The above is a listing of gross and net payrolls. The withholding for benefits and other payroll deductions of Town employees for the years 1998 through 2002 are also included.

The Town of Burlington's Community Scholarship Foundation reached a milestone by exceeding \$1,000,000 in the Endowment Fund balance after all Telethon receipts pledged are collected. Our eighth Annual Telethon was the most successful event in history grossing \$78,000 in pledged donations. The balance as of 12/31/02 was \$966,369 and after collecting all donations and a matching commitment donation from Jack and Shelly Blais our endowment fund will be well over \$1,000,000. Congratulations to Joan Miles our President and all the volunteers, Directors, businesses and residents who have made this a dream come true for Joan Miles. The Scholarship Foundation has awarded \$185,000 in scholarship assistance to 143 high school seniors and 22 adult residents for a total of 165 residents of this community.

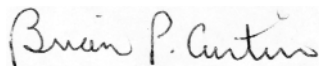
The Town continued its conservative fiscal management and was able to increase the stabilization balance as of December 31, 2002 to \$1,391,690. Town meeting voted to add another \$350,000 and interest income of \$21,690

helped create a healthy balance. The Town's free cash balance should be approximately \$4,000,000 when certified which is the same balance a year ago. The overlay reserve fund balance was \$300,000 and the total of these reserves as of 12/31/02 was approximately \$5,691,690.

The Town collected \$70,623 in prior year Tax Title outstanding accounts. The Town's outstanding Tax balance for all years remains at record low levels. The Town of Burlington investment income was \$831,646 for fiscal year 2002. This was \$311,283 below the previous year due to low interest rates for the last year. The Town is projecting a \$500,000 to \$1,000,000 revenue shortfall if state aid for FY 2003 is cut by 10%. Expecting that shortfall the Town must begin making careful decisions on all spending projects to ensure we do not deplete all our reserves. The Town of Burlington financially is in a very favorable position compared to most cities and towns in Massachusetts. However, prudent fiscal management must be our first priority as we weather the current state and local economic and fiscal crisis.

STAFF: Laura Casey, Sheila Flaherty, Debra Gochis, Jayne Hyde, Debra Keene, Michelle Maguire, Paula McMahon, Laura Nichols, Loreen Perron, Lisa Runyan, Mary T. Smith, Theresa Tarpey, Phyllis Van Wart

Respectfully submitted,



Brian P. Curtin
Treasurer/Collector

ASSESSORS DEPARTMENT

The Board of Assessors is pleased to submit the following report of department activities for the calendar year ending December 31, 2002.

During the year the Assessors held regular meetings on the second 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 every business owner 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.

Russell Washburn, Appraiser/Assistant Assessor, reviews and visits all the Commercial/Industrial sites. 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. John Dillon had started the new inspection cycle, but has since retired. A company will be contracted to continue the inspections. 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 30% of the residential households.

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. This year we processed 400 exemption 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. All applicants can file an appeal within three months of the date of denial, if denied by the Board.

During the first two weeks of January, 1022 Forms of List were mailed and due back in the office March 1, 2002. Also, approximately 415 income and expense requests were mailed out to the 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 25,000+ excise bills received, over 991 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.

Because the Registry of Deeds in Middlesex County was understaffed, the Assessors Office only received and processed deeds for the first three months of the year. 750+ building permits and approximately 101 certified abutters list were processed in the office last year. Also, a total of 185 unpaid water/sewer bills were liened against the real estate tax bills. Each unpaid water/sewer bill must be entered into the computer so that it will appear on the real estate tax bill for that particular property.

The assessed value tax roll for the Town of Burlington contains 8,978 accounts, 8,016 real property accounts and 962 personal property accounts, with an annual total assessed value of \$4,125,712,875 for Fiscal Year 2003.

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, where residents can look up different properties as well as their own for detailed information.

This year Russell Washburn was re-certified for his professional designation for his MAA in September of 2002. This is required every 3 years. The Assessors Office lost two of its long time employees to the early retirement incentive offered by the State and adopted by the Town of Burlington. Patricia Golden, Principal Clerk and John Dillon, Assistant

Assessor/Data Collector took advantage to the Town's offer. Marcia Nonni was promoted to Principal Clerk and, after over 170 applications were received to fill her previous position of senior clerk, Kathleen Fazio was hired. She will start in mid January 2003. The Board would like to thank John Dillon, and Patricia Golden for their long years of service and also thank the rest of the administrative staff, Russell Washburn, Marcia Nonni and Maureen Nicoloro for their dedication in an ever-expanding workload.

Respectively submitted,

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

PLANNING BOARD



Planning Board: Front Row (left to right): Vice Chairman Jayne L. Hyde, Chairman Ernest E. Covino, Jr., Member Clerk Paul F. Roth. Back Row (left to right): Paul R. Raymond, John A. DeFrancesco, Albert L. Fay, Jr. and Peter J. Coppola (Photo by Burlington Studios)

In Memoriam:

Two former Planning Board Members passed away in 2002, Herman D. Graham, who served three terms from 1954 to 1969, and Frank E. Baxter, who served four terms from 1963 to 1983. Their terms of service overlapped during the formulation of Burlington's first Master Plan in 1965.

Mr. Graham also served on the Committee on Bylaws and Zoning Bylaws. Mr. Baxter also served on numerous other committees and on Town Meeting subsequent to his service on the Board, including the Master Plan Committee from 1993 through 1997. Mr. Baxter also served for several years as the Town's representative to the Metropolitan Area Planning Council. Their service and commitment to the Town of Burlington is appreciated.

ORGANIZATION AND MEMBERSHIP

As the result of the Annual Town Elections in April 2002, John A. DeFrancesco and Jane L. Hyde were both re-elected to serve five (5) year terms.

The Planning Board's officers and committee appointments following the April 18, 2002 Board reorganization were as follows:

Officers:

Ernest E. Covino, Jr., Chairman
Jayne L. Hyde, Vice-Chairman
Paul F. Roth, Member Clerk

Members:

Peter J. Coppola
John A. DeFrancesco
Albert L. Fay, Jr.
Paul R. Raymond

COMMITTEE MEMBERSHIP:

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

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

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

Peter J. Coppola serves as the Board's representative to the Route 3A Committee, Facilities Study Committee, School Building Study Committee, and Town Meeting Growth Impact Task Force.

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

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

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

PLANNING BOARD STAFF

D. Anthony Fields, Planning Director
Melissa M. Santucci, Assistant Planner
Cynthia J. Dunleavy, Principal Clerk

ROLES AND RESPONSIBILITIES OF THE PLANNING BOARD

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. As required by the number of applications, the circumstances of a specific application, or the need to consider specific issues or topics, the Planning Board also holds additional special meetings.

The Board is responsible for:

1. **Long Range Planning:** The Planning Board initiates planning studies to identify existing and future land use issues and problems and proposes courses of action to address such issues and problems. To implement the recommendations of planning studies, or in response to changes in state or federal law, the Planning Board directs the preparation of proposed amendments to the Zoning Bylaw and Planning Board Rules and Regulations, and conducts the public hearings required for adoption of such amendments.
2. **Statutory Responsibilities:** By State law, the Board is responsible for the exercise of the Subdivision Control Law in Burlington and has, in the absence of superseded-

ing Court action, final authority regarding subdivisions and Approval Not Required plans (certification that a land division is not subject to subdivision control law).

3. **Responsibility Authorized by Town Meeting:** By authority delegated by Town Meeting through the Zoning Bylaw, the Board is responsible for making decisions on site plans, site plan waivers and special permits. The Planning Board also conducts public hearings and makes recommendations to Town Meeting regarding applications for changes in zoning districts and for amendments to the text of the Zoning Bylaw.

LONG RANGE PLANNING ACTIVITIES

In keeping with the state's emphasis on planning by watershed, the Planning Department has been involved with planning initiatives in each of the three watersheds in Burlington. Burlington is the headwaters for the Ipswich River, Shawsheen River, and the Mystic River. Our combined initiative with Wilmington, Reading, and North Reading for Planning for Growth in the Upper Ipswich River Watershed was completed in 2002. This report provides recommendations on land use and its impact on water quality and quantity for both groundwater and surface waters in the Ipswich River watershed. The northeastern quarter of Burlington lies within this watershed.

The western half of Burlington lies within the Shawsheen River watershed. The Shawsheen River Watershed Wetlands Restoration Plan was completed in May of 2002 by the Massachusetts Wetlands restoration Program, an initiative of the Executive Office of Environmental Affairs. This plan identifies areas recommended for restoration of wetlands and flood mitigation. The land off of Marion Road which Town Meeting voted to acquire in 2002 was among the early recommendations of this program.

Land in the southeastern quarter of Burlington lies within the Mystic River Watershed. The Mystic River Watershed Association has had the assistance of area universities in performing research and analysis of land use impacts on the watershed over the past few years. These past research efforts have yielded a new initiative called Environmental Justice Across the Mystic (EJAM), which the Planning Department will continue to be involved with in the coming years.

The Planning Board and Board of Selectmen decided to

pursue the technical assistance funds made available under Executive Order 418, issued by former Governor Paul Cellucci. The program included performing a build-out scenario for every community in the Commonwealth, and envisioned providing up to \$30,000 in technical assistance to prepare a Community Development Plan. Natural Resources, Housing, Economic Development, and Transportation are the four land use issues that are required to be examined in a Community Development Plan. A scope of work was prepared in cooperation with the Metropolitan Area Planning Council, our regional planning agency, and was submitted to the Executive Office of Environmental Affairs in December. The work is scheduled to be completed prior to the end of 2003, when the funding program expires.

Through our participation in the North Suburban Planning Council, we have participated in the drafting of the North Suburban Transit Opportunities Study. The study examines the interplay between the MBTA bus routes, Lowell Regional Transit Authority bus routes, the Town's B-Line, the Anderson Regional Transportation Center in Woburn, and the local bus services in Lexington and Bedford, and makes recommendations for improved connections and service.

The Board adopted a series of amendments to its Subdivision Rules and Regulations, and renewed its initiatives for "Town Center" guidelines and regulations and an update to the Zoning Bylaw.

Burlington received recognition for its innovative planning this year by being cited as a case study in a new book entitled Making Places Special, by Gene Brunnell. The Staff also continued to work with the MIT Department of Architecture and its analysis of land use patterns along the Route 128 corridor. These efforts are anticipated to be published as a case study in a future book on land use.

PLANNING OVERSIGHT

In 2002, there were 72 applications and requests related to land development that required a formal decision by the Planning Board. The weakness of the national and regional economies resulted in a slower pace of new applications in 2002. Oversight of previously approved projects and ongoing construction helped to keep a busy agenda for the Board. Even with a slowing economy, Burlington appears to be faring better than most communities as a desirable location for business. Residential activity seems

to be holding a comparable pace to previous years. Traffic, sidewalk and pedestrian enhancements, water supply protection, and community character, continue to be prominent issues.

One of the major economic stories of 2002 involved the announcement that Raytheon was seeking to sell its Lexington headquarters and to build a new facility elsewhere in the region. The site they lease at 2 Wayside Road was among the sites being considered. The Planning Board approved a proposal that allows for the site to be redeveloped, demolishing the existing 200,000 sq. ft. facility and constructing up to 300,000 sq. ft. in a new facility. Raytheon's final choice for its new headquarters is a site in Waltham, leaving the owners of the Burlington site seeking another tenant.

Wireless telecommunications proposals continued to raise controversy on the Planning Board's agenda. The use of the Center Street water tank had been permitted in 2001, with implementation of facilities for four of the major providers proceeding during 2002. The Board approved new facilities at 328 Cambridge Street and the Pine Haven Cemetery. An appeal of the approval of a height variance for the facility on Cambridge Street adds to the several cases of litigation involving other proposed wireless communication facilities throughout town.

The Brunswick Lanes bowling alley on Terry Avenue ended its 40 year existence with the property being sold to Atlantic Tambone. The conversion of the building to a self-storage facility was eventually approved by the Planning Board following the acceptance of many conditions relative to architecture and restrictions of operation by the owners.

A proposed 10,000 sq. ft. expansion at the Middlesex Commons, previously known as the Middlesex Mall, to accommodate an Old Navy clothing store and a Bugaboo Creek restaurant was initiated in 2002 and will see continued discussion in 2003.

Litigation involving the Shaw's Supermarket that was approved in August 2001 to replace the Filene's Basement plaza at the intersection of Cambridge Street and Winn Street was settled in October of 2002. Demolition is expected to begin in February of 2003 and the new grocery store has a target opening date of November 2003.

The Planning Board granted approvals under the Wall Street Planned Development District component of the "Land Swap". This component includes 170,000 sq. ft. of

office space, relocation of the existing Winn Street Towing facility, 144 units of market rate apartments, 36 units of affordable senior apartments, and 6.4 acres of permanent open space for endangered species habitat.

The Board approved a 20 unit expansion of the Westgate Apartment complex, whose property straddles the Burlington/Woburn town line. The Board also participated in the review of the two comprehensive permits that were approved by the Board of Appeals in 2002. Winnview Heights will create a 15 unit condominium project at the end of Richardson Road, with four of the units being set aside as affordable housing units. Kimball Woods is a 250 unit expansion of the Kimball Court apartment complex in Woburn, whose property straddles the town line. Fifty-one of these rental units will be set aside as affordable housing units.

DEVELOPMENT APPLICATIONS

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.

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.

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 to acknowledge that it is not subject to the full requirements of the subdivision control law. There were two "Approval Not Required" (ANR) plans filed with the Board and approved in 2002.

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 was filed with the Board and approved in 2002.

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. Two definitive subdivision plans were filed in 2002, one of which was approved and one is currently under review by the Board. Two industrial subdivision plans remained outstanding at the beginning of 2002, one plan filed in 1993 was withdrawn at the request of the applicant, the other plan filed in 2001 was approved. The status of the subdivision plans reviewed in 2002 are as follows:

Residentially Zoned Land - Approved Definitive Subdivisions:

- Rosario Meadows – 86 Francis Wyman Road – 1 Lot – (Martin Montello)

Residentially Zoned Land – Pending Definitive Subdivisions:

- Brookside Lane Extension – 6 Lots – (Bedford Builders)

Commercially Zoned Land - Withdrawn Definitive Subdivisions:

- Andrews Way - 2 Lots - 43 South Avenue — (M/A-COM, Inc.) (Filed in 1993)

Commercially Zoned Land – Approved Definitive Subdivisions:

- Wall Street – 4 Lots - (The Gutierrez Company)

Engineering Changes to an Approved Subdivision

A property owner may wish to make a minor change to an approved subdivision. Such changes usually involve minor adjustments in plan details necessitated by field conditions. Examples of such changes include curb cut alignment, utility placement adjustments, and minor drainage improvements. The Planning Board received four requests for engineering changes in 2002. Two of these applications were approved. The two remaining applications remain under review at this time.

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.

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. Twelve site plan applications were filed in 2002. Eight of the applications were approved, one was withdrawn and three remain pending into 2003. Two pending applications from 2001 were approved in 2002. 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 properties which need to implement handicapped accessibility improvements when no approved site plan is on file. The Planning Board received six requests for site plan waivers in 2002. Four of the requests were approved, one is still pending and one was withdrawn.

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 twenty two requests for minor engineering changes in 2002. Nineteen of these applications were approved. Of the remaining applications one is still pending, one was not processed and one was withdrawn at the request of the applicant. One pending application from 2001 was approved in 2002.

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 five requests for insignificant changes in 2002. Four of the applications were approved and one remains pending into 2003. Three applications pending from 2001 were approved in 2002.

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.

Nineteen special permit applications were filed in 2002, of which fifteen were issued, one was withdrawn, and three remain pending into 2003. Of the thirteen applications pending from 2001, all 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 2002, the following fees were collected:

Subdivisions	\$ 1,240.00
Engineering Changes	\$ 200.00
Approval Not Required	\$ 100.00
Special Permits	\$ 16,400.00
Site Plans	\$ 11,000.00
Site Plan Waivers	\$ 1,750.00
Minor Engineering Changes	\$ 8,050.00
Insignificant Changes	\$ 500.00
Rezoning	\$ 0.00
Miscellaneous	\$ 516.00
TOTAL FEES COLLECTED	\$ 39,756.00

Respectfully submitted,

Ernest E. Covino, Jr., Chairman
Jayne L. Hyde, Vice-Chairman

Paul F. Roth, Member Clerk
Peter J. Coppola, Member
John A. DeFrancesco, Member
Albert L. Fay, Jr., Member.
Paul R. Raymond, Member

BURLINGTON RECREATION DEPARTMENT

The Recreation Commission, in conjunction with the Recreation Department's administrative staff, developed an aggressive set of goals for the Recreation Department in 2002, and we are pleased to report that we accomplished most of them. The successes enjoyed by the Department over the past year are a tribute to our program staff, maintenance workers, and volunteers. The Recreation Department also received a great deal of support from the local business community, service organizations, and other town groups. This report will summarize the Recreation Department's major accomplishments during the year and highlight some of the individuals and groups that helped us respond to the recreational needs of the community.



Many improvements were made during 2002 in Recreation Department programs, facilities, and services:

- A Recreation Department web site was created.
- A credit card payment system was established.
- An employee handbook was developed.

- Staff training was improved (first aid and CPR certification required).
- Seasonal program brochures were upgraded.
- All Recreation Department programs were evaluated.
- Burlington's skate park was constructed at Simonds Park.
- Thirty-six new programs were added.
- The Recreation Department's first strategic plan was approved.
- The Recreation Commission adopted a new policy requiring employees and volunteers to undergo criminal background checks (CORI).
- The Recreation Commission approved a plan for the replacement of old fences, backstops, bleachers, and asphalt surfaces in parks and playgrounds.
- New playground equipment was installed at Rahanis Park, TRW Park, and Regan Park.
- The athletic fields at Marshall Simonds Middle School were rehabilitated.
- New bleachers were installed at the Simonds Park baseball fields and at Rotary Field.
- A new sports lighting system was installed at Marvin Field, and the Recreation Commission approved a creative financing plan to pay for the new lights.
- A new outfield fence was installed at Regan Park, and a new baseball backstop was constructed at TRW Field.
- A parks maintenance and beautification project was undertaken with assistance from Veterans Administration workers.



Many of the Recreation Department's accomplishments in 2002 were made possible by the creativity, dedication, and hard work of Recreation Department staff members and the support, generosity, and cooperation of local businesses and organizations. We are grateful for the contributions of the following individuals and groups:

- Recreation Department office staff members, Nancy Pondelli, Carol Lynch and Nancy Santilli, were largely responsible for improving customer service and office operations.
- Our program staff, Bill Boudreau, Brendan Egan and Mary Nelson, developed more new programs (36) than had been developed in any one-year period in the history of the Recreation Department.
- Part-time employees, Carolann Blenkhorn and Dennis Doble, were recipients of the Recreation Commission's Exemplary Service Award.
- Recreation Department building custodian, Jim Wheaton, retired after 21 years of dedicated service.
- John Lancelotte was hired by the Recreation Department as a maintenance craftsman.
- Maintenance Foreman, Mike Kelly, became qualified as a National Playground Safety Inspector.
- Long-time summer program director, Paul Ganley, was promoted to the position of Summer Program Coordinator.
- The Burlington Police Department and several members of the Burlington Business Round Table made donations which made it possible for the Recreation Department to go forward with construction of Burlington's skate park in October, 2002.

- Employees of Erland Construction Corporation volunteered to assist the Recreation Department with landscaping projects at Simonds Park and at TRW Park.
- Sun Microsystems employees helped with the installation of playground equipment at TRW Park.
- RCN Corporation contributed \$500 for trout stocking at the Mill Pond Reservoir.
- Fellowship Bible Church provided space for Recreation Department programs.
- The Boston Ultimate Disc Alliance donated over \$15,000 for the athletic field improvement project at Marshall Simonds Middle School.
- The Council on Aging collaborated with the Recreation Department to develop a computer classroom at the Center for Human Services.
- The Burlington Players worked closely with the Recreation Commission on improvement plans for The Park Playhouse at Overlook Park. Town Meeting approved funds for replacing the roof on the Town-owned building.
- Burlington's youth sports organizations worked with the Recreation Commission on issues of mutual interest, particularly with regard to the use, scheduling, and future development of athletic fields.

The Recreation Department staff and the Recreation Commission deserve a great deal of credit for expanding recreational opportunities, improving outdoor recreation facilities, and enhancing customer service in 2002, and we look forward to working with others in the community on future recreational issues and challenges. We are committed to making Burlington's Recreation Department the best it possibly can be.

Respectfully submitted,

Don Roberts, Director of Recreation
 Doug Gillingham, Director of Maintenance
 For the Recreation Commission:
 Karen Hoyt, Chairman
 Kevin Sullivan, Vice Chairman
 Jack Ferren
 Paul Raymond
 John Vanella



BOARD OF HEALTH



Board of Health: (left to right): Dr. Ed Weiner, Dr. Cathy Read, Chairman Ed Wall and Jim Dion

HEALTH AGENT/SANITARIAN

I hereby submit the annual report as the Board of Health Agent/Sanitarian.

INSPECTIONS

Food Establishments	270
Housing	28
Public Swimming Pools	10
Septic Systems, Drainage	15
Occupancy Permits	80
Animals/Kennels	2
Tanning Salons	10
Nuisances, Illegal Dumping, Investigations	55
Recreation Camps	0
Massage Therapy	1
Biotech Laboratories	2
Soil Testing	4
Special sampling/testing	4

COMPLAINTS

Food Service	50
Miscellaneous	32

During the year meetings were held with contractors, architects, restaurants owners and facility managers to review plans for renovation and construction of food establishments. Plan review also included subdivisions, site plans, special permits, sewage/drainage permits, septic systems, and plumbing code variances. Ongoing grant programs included the Tobacco Control Program, which will be discontinued for 2003.

Bioterrorism planning is still an issue. Regional meetings have been set up by the State to discuss procedures and planning.

A successful rabies clinic was held on April 6, 2002 at the Department of Public Works Highway Garage that allowed residents to have their pets vaccinated prior to licensing.

Licenses and permits issued included the usual: food establishments (restaurants, retail markets, cafeterias) mobile vendors, drain layers, septage haulers, kennels, public swimming pools, keeping of animals and fowl, sewer, wells, drainage, septic system installer, tanning salons, biotechnology, ice rink, and massage therapy. Additional duties included the dissemination of health information, and seminars on public health topics.

I wish to thank the Board and various departments in the Town for helping to make a smooth transition between the departure of long-time Health Agent Brian Lockard in May 2002 and my arrival on December 3, 2002.

Respectfully submitted,

Karen L. Springer, R.E.H.S./R.S.
Health Agent/Sanitarian

ENVIRONMENTAL ENGINEER'S REPORT

An important duty of the Environmental Engineer is to administer and enforce the "Control of Toxic and Hazardous Materials" bylaw. This bylaw requires local businesses to register their hazardous materials annually with the Board of Health. During 2002, 103 facilities registered their chemical inventories with the Town. Of these facilities, 11 were found to maintain toxic or hazardous materi-

als in excess of the minimum reporting requirements established by the federal Emergency Planning and Community Right to Know Act and were consequently identified as SARA Title III facilities. As part of these duties, I have also completed 137 compliance inspections in order to verify chemical inventories and to review on site storage and handling practices.

Additional related activities have included monitoring the assessment and remediation of local contamination sites. These efforts have involved the review of 248 environmental studies as well as numerous consultations with state and federal agencies and private consultants. I also responded to 10 incidents involving the release or discovery of hazardous materials.

During 2002, I reviewed 133 site plans, special permits, minor engineering changes, and storm water pollution prevention plans. The purpose of these reviews is to evaluate the proposals for environmental impact, to promote aquifer protection, and to ensure the proper storage of hazardous materials.

In 2002, the Board of Health sponsored two successful Household Hazardous Waste Collections. A total of 999 households participated in these events. As part of this effort, the Board of Health also offers programs to assist municipal departments and local small businesses with the safe and proper disposal of their hazardous waste. The Board of Health also offers a Universal Waste Recycling Program to assist local businesses with the safe and proper disposal of fluorescent light, electronic ballast's, computer equipment, and batteries. This effort has helped to reduce the amount of toxic mercury and heavy metals entering the local solid waste stream. In conjunction with this effort, the Board of Health continued to offer a mercury thermometer exchange where mercury thermometers can be redeemed for a free non-mercury replacement. This effort has resulted in the collection of more than 2400 mercury thermometers and over 195 pounds of elemental mercury.

In response to numerous requests, I have also enclosed a brief summary of the local commercial sites where chemical releases have occurred. This summary includes the name and location of the site, whether the site is located in the aquifer and water resource districts, contaminant(s) of concern, and a general description of where the site is in the evaluation and remediation process. All descriptions are of a general nature, please contact the Board of Health for more technical information.

Burlington Environmental Sites:

1. Jerguson Gage & Valve, 15 Adams Street, located in aquifer district. Chlorinated solvents are the main contaminants of concern. Soil remediation completed. Groundwater remediation underway.
2. Property, 25 Adams Street, located in aquifer district. Impacted by petroleum contamination believed to have originated from a neighboring property. Groundwater contamination present. Additional assessment and possible remediation needed.
3. Mobil Station, 173 Bedford Street, outside Burlington protection districts. Located within Zone II for Bedford Well No. 3. Gasoline contamination in soil and groundwater. Soil and groundwater remediation underway.
4. Texaco Station, 161 Bedford Street, outside Burlington protection districts. Located within Zone II for Bedford Well No. 3. Gasoline contamination in soil and groundwater. Short term remedial efforts completed. Additional remediation needed.
5. Dobbins Auto Repair, 177 Bedford Street, outside Burlington protection districts. Located within Zone II for Bedford Well No. 3. Gasoline and chlorinated solvent contamination in groundwater. Additional assessment and possible remediation needed.
6. RCA/Lockheed Martin, 183 Bedford Street, partially located within water resource district. Groundwater contaminants located outside Burlington protection districts. Contaminants located within Zone II for Bedford Well No. 3. Chlorinated solvents present in groundwater. Soil and sediment remediation have been completed. Natural attenuation and long-term monitoring proposed for groundwater contaminants.
7. Intersection Network Drive and Bedford Street, located outside Burlington protection districts. Located within Zone II for Bedford Well No. 3. Petroleum and chlorinated solvent contamination present in groundwater. Additional assessment needed.
8. 175 Bedford Street, leaking underground storage tank. Located outside Burlington protection districts. Located within Zone II for Bedford Well No. 3. Petroleum contamination remediated.

9. Bellofram, 30 Blanchard Road, located within water resource district. Chlorinated solvents present in groundwater. Soil remediation completed. Groundwater remediation in progress.
10. DataCon, 60 Blanchard Road, located within water resource district. Chlorinated solvents present in groundwater. This site has been impacted by a release at a neighboring site. Additional assessment and remediation required.
11. Tech Weld Corporation, 70 Blanchard Road, located in aquifer district. Chlorinated solvents present in groundwater. Additional assessment and remediation required.
12. Varian, 78 Blanchard Road, located in aquifer district. Chlorinated solvents present in groundwater. Additional assessment and possible remediation needed.
13. Herb Chambers Honda, 33 Cambridge Street, outside protection district. Leaking underground storage tank removed from this location. Remediation completed.
14. State Equipment, 62 Cambridge Street, outside protection district. Petroleum release. Additional assessment required.
15. Burlington Centre property, 100 Cambridge Street, located in water resource district. Petroleum release. Remediation completed.
16. Polystructures, 101 Cambridge Street, partially located in water resource district. Petroleum release. Remediation completed.
17. Citgo Station, 108 Cambridge Street, located in water resource district. Gasoline contamination detected in groundwater. Additional assessment and remediation required.
18. Hess (Mobil) Station, 110 Cambridge Street, located in water resource district. Gasoline detected in groundwater. Groundwater remediation nearing completion.
19. RJ Kelly, 116 Cambridge Street, located in water resource district. Gasoline detected in groundwater. Additional site assessment and remediation required.
20. Exxon Station, 118 Cambridge Street, located in water resource district. Gasoline detected in groundwater. Additional site assessment and remediation required.
21. 138 Cambridge Street, located in water resource district. Petroleum products detected in groundwater. Additional assessment required.
22. Shell Station, 140 Cambridge Street, located in water resource district. Gasoline release. Assessment continuing.
23. Exxon Station, 181 Cambridge Street, located in water resource district. Gasoline release. Additional remediation required.
24. Shell Station, 198 Cambridge Street, partially located in water resource district. Gasoline release. Assessment continuing.
25. Property, 7 Cypress Drive, located in aquifer district. Impacted by petroleum release occurring at a neighboring site. Additional assessment needed.
26. Middlesex Courier, 5 Cypress Drive, located in aquifer district. Leaking underground storage tank released gasoline. Additional assessment and remediation needed.
27. Atlantic Industrial, 11 Cypress Drive, located in aquifer district. Petroleum contamination detected in soil. Remedial efforts completed.
28. Property, 16 Garfield Circle, located in aquifer district. Petroleum release originating from a leaking underground storage tank. Remedial efforts have been completed.
29. Burlington Highway Garage, Meadow Road, located in aquifer district. Petroleum release originating from leaking underground storage tanks. Site assessment activities in progress.
30. Wang Labs, 20 South Avenue, located in aquifer district. Petroleum release. Remedial efforts have been completed.
31. 20 South Avenue, General Cinema, located in aquifer district. Chlorinated solvents detected in groundwater. Additional assessment required.
32. Former TRW facility, 1 Kimball Avenue, located in water resource district. Chlorinated solvents detected in groundwater. Site evaluation continuing.
33. Property, 43 Middlesex Turnpike, located in aquifer district. Chlorinated solvents detected in groundwater. Additional assessment required.

34. Property, 44 Middlesex Turnpike, located in aquifer district. Chlorinated solvents detected in groundwater. Site closure completed.
35. Ned's Towing, 49 Middlesex Turnpike, located in aquifer district. Gasoline release originating from leaking underground storage tanks. Additional assessment and possibly remediation required.
36. Amoco (Mobil) Station, 50 Middlesex Turnpike, located in aquifer district. Gasoline release. Site closure completed.
37. Strato Reprographics, 62 Middlesex Turnpike, aquifer district. Petroleum and metals contamination. Remedial efforts completed.
38. Hertz, 68 Middlesex Turnpike, located in aquifer district. Petroleum release. Additional site assessment and possibly remediation needed.
39. Burlington Dodge, 90 Middlesex Turnpike, located in aquifer district. Gasoline release from leaking underground storage tank. This site has also been impacted by chlorinated solvents originating from a neighboring site. The chlorinated solvents issue needs to be addressed by the neighboring site owner. A second gasoline release has also been detected at this location which requires additional assessment and remediation.
40. Semicon, 10 North Avenue, located in water resource district. Chlorinated solvent detected in groundwater. Groundwater remediation was initiated at this location in 1999.
41. Property, 3 Old Concord Road, located in aquifer district. Petroleum release originating from a leaking underground storage tank. Remedial effort completed.
42. Property, 80R Cambridge Street, outside protection district. Petroleum release originating from a leaking underground storage tank. Remedial effort completed.
43. M/A Com, 63 South Avenue, located in aquifer district. Chlorinated solvents detected in groundwater. Groundwater remediation in progress.
44. Nike Missile site, 145 South Bedford Street, outside protection district. Petroleum release originating from leaking underground storage tank. Remedial efforts completed.
45. High Voltage Engineering, 101 South Bedford Street, partially located within water resource district. Chlorinated solvents detected in groundwater. Soil remediation completed. Groundwater remediation underway.
46. Itek Corporation, 53 Third Avenue, located in water resource district. Chlorinated solvents detected in groundwater. Additional remediation required.
47. Altotronics, 71 Third Avenue, located in water resource district. Chlorinated solvents detected in groundwater. A groundwater treatment system began operation in 1999.
48. Property, 1 Van de Graaff Drive, outside protection district. Chlorinated solvents detected in groundwater. Site closure has been completed.
49. Raytheon, 2 Wayside Road, outside protection district. Petroleum release, and limited chlorinated solvent contamination. Additional remediation required.
50. Former M/A Com facility, 52 Second Avenue, the site is located in the water resource district. Chlorinated solvents detected in soil and ground water. Additional assessment and remediation required.
51. US Windpower, 200 Wheeler Road, located in water resource district. Chlorinated solvents detected in groundwater. Soil remediation has been implemented. Groundwater remediation has been initiated at this location.
52. Vine Brook and tributaries, near Great Meadow Road and Middlesex Turnpike. Chlorinated solvents detected in surface water. Additional assessment and possibly remediation or corrective measures required.

Please note that additional sites have been impacted by the migration of contaminants from these locations. This is especially true for sites located within the aquifer and water resource district where the operation of the public wellfield has caused contaminants to be drawn toward the wells. In 1999, I developed a comprehensive well database which contains geological and water quality data for approximately 1500 wells known to exist in Burlington. This reference tool has enhanced our ability to monitor the impact of local hazardous waste sites on water quality. This resource also enables us to review development proposals for potential environmental impacts. This database continues to be revised as new information becomes available. This information is available for review to all interested parties.

Anyone interested in learning more about environmental issues affecting Burlington is invited to contact me at 270-1956 or via e-mail at 'tdresser@burlmass.org'

Respectfully submitted,

Todd H. Dresser
Environmental Engineer

REPORT OF THE EAST MIDDLESEX MOSQUITO CONTROL PROJECT

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

For the third consecutive year, the risk of mosquito borne transmission of West Nile Virus (WNV) continued to be a serious local concern. In 2002 there were 22 residents from the metropolitan Boston and Worcester areas that contracted WNV including 3 fatalities. There were also large numbers of crows and other birds that were killed by WNV. The Project participated in the State's **Surveillance and Response Plan to Reduce the Risk of West Nile Virus Transmission and Human Encephalitis**. The Project also participated in research efforts to evaluate control methods against WNV species.

In 2002 mosquito populations reached peak levels in late June and July. The adult mosquito surveillance program used traps to collect mosquitoes from as many as 5 Burlington locations per night. Between June and September, mosquitoes were collected on 8 different nights. Selected trap collections in August and September were tested for WNV by the Massachusetts Department of Public Health.

The larval mosquito control program relies on the biological larvicide, *Bacillus thuringiensis var. israelensis* (Bti) for control of mosquito larvae in wetlands. An April helicopter application of Bti controlled mosquito larvae at 117 wetland acres. Field crews using portable sprayers made 72 site visits and applied Bti in the spring and the summer to 22.6 wetland acres when high densities of mosquito larvae were found breeding in stagnant water. Project personnel applied Altosid Briquets to stagnant water to control *Culex* mosquito larvae in 2,555 roadside catchbasins in June. Packets of *Bacillus sphaericus* were applied to 2,634 catchbasins in August. Both larvicides are classified as relatively non toxic by the EPA.

The adult mosquito control program used truck mounted aerosol sprayers at night to treat 3,120 acres when survey traps indicated high populations of mosquitoes. The Project used a formulation of resmethrin to control adult mosquitoes. Advance notification of the spray program was done through newspaper notices in the Daily Times Chronicle, notices on the Project's web site 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, schools, municipal officials and the local media on controlling mosquitoes, breeding sites and mosquito borne diseases. A web page provides residents with information on mosquitoes, project control programs and related topics. The website address is www.town.sudbury.ma.us/services/health/emmcpl.

Respectfully submitted,

David M. Henley, Superintendent

PUBLIC HEALTH NURSE

I hereby submit my report as Public Health Nurse for the year ending December 31, 2002.

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 and fourth Thursdays of each month from 3:30 PM to 5:30 PM. A home visit can be arranged for any homebound Burlington resident.

A summary of programs and services follows:

In-Home Services: 294

Office Services:

Well Elderly Clinic. 315
Tuesday Morning Walk-in Clinic 1,810
Thursday Evening Walk-in Clinics 76
Communicable Disease Follow-up. 470
Blood Pressure Screening 2,769
Blood Sugar Screening 122
Cholesterol Screening. 43
Health/Nutrition Counseling 1,974

Immunizations – (Polio, MMR, DTaP, Td, Hib, Hep A, Hep B)	250
Immunizations – Flu	1,753
Lead Poisoning Blood Testing	2
Mantoux Skin Testing for Tuberculosis.	253
Tuberculosis Surveillance Case Management	314
Morbidity.	420
Weight Monitoring	381

Additional Programs and Services:

Council on Aging Health/Wellness Fair
Hepatitis A Immunization
Hepatitis B Immunization – Adolescent/Adult
Immunization (Adult Hepatitis B vaccine may
be purchased at a reduced cost.)
Infection Control – Burlington Police Department Matrons
Longmeadow Place – Flu/Pneumonia Vaccination
Restaurant Employee Mantoux Skin Testing

Community Free Care Health Clinic

Office Visits:	28
Physical Exams:.	16
Labs:	19
Follow-up Consultations:	318

In an effort to make health care available to all Burlington residents, the Burlington Board of Health and Lahey Clinic reached a landmark agreement in 1998 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. This Community Clinic is staffed by Lahey Clinic physicians and Board of Health nurses once monthly on the 2nd Thursday of each month. Early evening appointments are available.

The following services will be offered at the Free Care Clinic: routine gynecological screening, diagnosis and treatment of medical illnesses such as hypertension and diabetes, and diagnosis and treatment of non-emergency medical illnesses. Laboratory and diagnostic testing will also be available as indicated.

Public health information and an office brochure providing information on the Comprehensive Public Health Nursing Program and Services offered is available in the office or if requested, by mail.

For questions on services and/or programs, please contact us in the office at 61 Center Street, Human Services Building.

Respectfully submitted,

Judith E. Baggs, RN, BSN
Public Health Nurse

PUBLIC LIBRARY

In 2002 the Burlington Public Library underwent many changes that enhanced the Library Facility. The largest undertaking was the installation of carpeting throughout the building. A traditional pattern was laid in the Adult Department, a brighter shade was chosen for the Young Adult area, with a different color installed in the meeting rooms. The most dramatic choice can be seen in the linear and geometric patterns utilized in the Youth Services Department.

Another major change that took place was the complete redesign of the Youth Services Department. New shelving and brand new furniture were purchased with the intent of defining the many areas of use within this department. Children's Librarian Charl Maynard accomplished the goal with her creative design plan and some carefully selected furnishings approved by the subcommittee. Stacks were redesigned to form areas within the department. There are quiet study tables near the reference books, two love seats added in the early reading center, and beanbag chairs near the paperback collection.

In the Adult Department there have been changes as well. The layout of the audiovisual materials and the new books at the front of the library was redesigned allowing more space for all. The audio books were relocated and now have room for growth. The videos, DVD's, music and new books were rearranged, also allowing for growth. Comfortable seating was added to this area giving a much more welcoming atmosphere.

Three sets of display cubes (a gift from "The Friends of the Burlington Public Library") have been added in various parts of the library. Many members of the staff have participated in setting up a variety of displays, which are highly praised by the public.

One other change that can be seen throughout the library is the signage. ADA compliant signs have been installed completing a long-term goal of the facility.

PERSONNEL

The staff is the backbone of all that transpires in a library. Burlington is very fortunate to have a dedicated, public oriented staff. During the past year, change was a factor not only in the facility, but also in personnel. There were many vacancies and shifts in responsibilities of existing staff members throughout the year, but the service provided to the public never faltered.

Lori Hodgson joined the staff in February as Assistant Director to fill the vacancy left by the retirement of Betty Owens. Hilding Hedberg departed in August leaving the position of Director to be filled. Lori Hodgson assumed the role of Acting Director and Susanne Sullivan became Acting Assistant Director while maintaining her presence in the Youth Services Department. Acting on the recommendation of a search committee, the Trustees appointed Lori Hodgson to the position of Director in November.

Two long-standing members of the staff took advantage of the early retirement incentive offered by the town. A familiar face to all who visited the reference desk and the internet stations, Brita Fleming retired as assistant reference librarian in November. Lucile Lu, who worked occasionally on reference, but mostly behind the scenes in a very essential position as cataloguer and the department head of Technical Services also retired in November. Both contributed greatly to the Burlington Public Library and will be missed!

Other changes were made as Mohini Haran, Yvonne Kenney, Leah Rikker, Mina Kapadia and Terri Boudette all departed during the course of the year. Tracey Gaipo was promoted from a page to circulation aide, Donna Manoogian and Shelley Sloboder joined the reference team in December bringing that department back to full staff. Gail Holley, Rutuja Joshi, Travis Taylor, and Katrina Zaccardi all filled page vacancies.

CIRCULATION

The activity at the circulation desk continued to grow throughout the year. The public has truly embraced the patron empowerment features of the Horizon database. The ability to search the database from home and place one's own holds has definitely affected the circulation at the library. This is reflected in the increased number of holds picked up in Burlington. Last year there were 10,886 holds picked up, this year there were 20,374. This reflects an increase of 9,488 holds! Receipt printers were installed at the circulation desk in November. This change allows for a list of all items checked out with their corresponding due dates to be printed on one receipt. The receipt printers are of great assistance to the circulation staff that checked out 253,132 items during the year. This figure reflects an increase of more than 12,000 items from last year.

REFERENCE

The activity in the Reference Department continues to grow. A steady stream of patrons continues at the internet terminals. New timeout software has been added to the internet stations to help monitor this situation, freeing the reference librarians to pursue other duties. Weeding is a very necessary component of collection development and the reference staff has been hard at work refreshing the collection by weeding and replacing old with new materials. Reference Librarian, Marnie Smith, has been participating in a series of preservation workshops. These workshops have been very helpful with the projects that she, with the assistance of then volunteer Shelley Sloboder, have undertaken in the local history collection. They have been indexing, forming finding aids, and preserving in archival boxes the materials in this special collection.

YOUTH SERVICES

The Youth Services staff has also been hard at work all year. In anticipation of the carpet and redesign projects, heavy weeding of the collection took place throughout the summer and fall. The summer reading program "A Star Spangled Summer" was a success with 756 children and young adults signing up. The library was festively decked out with red, white and blue stars to reflect the amount of reading that was completed by the participants. One hundred ninety six students learned about the library and its use during the 6th grade tours. Addressing the need for more computers three new internet computers (2 being gifts

from the "Friends of the Burlington Public Library") were added in the youth department. These are constantly in use by the youth of the community when school is not in session. The staff offered 240 story times, with an attendance of 7100 and 22 special programs with an attendance of 1175. The teen volunteers under the direction of Lee Sylvester have contributed greatly in children's programming ending the year with a puppet performance of "Rudolph". The Young Adult area has also seen some change with graphic novels being displayed on slant shelving and additional shelving added to hold the growing collection.

TECHNICAL SERVICES

The Technical Services staff has worked very hard alongside the other departments. As weeding was done in the adult and youth departments the technical services staff withdrew 8013 items from the database, mended those in need of repair, and recataloged items being moved from one location to another. The videos in the Youth Services department were also recataloged. New labels and new information in the database had to be done for each video. This staff also placed orders and processed 6850 new items that were added to the collection during the year.

VOLUNTEERS

Another very important component of the library is its volunteers. There are many tasks that would not be completed if it were not for the many dedicated people who give of their time. Two hundred thirty seven volunteers completed over 1800 hours of work. Keeping newspapers and magazines orderly, updating bulletin boards, typing, delivering books to homebound, assisting staff in specific projects are just some of the many tasks performed by volunteers.

FRIENDS

A huge "thank you" goes to the "Friends" for all their hard work and contributions that improve our library. The "Friends of the Burlington Public Library" run a few fundraising events throughout the year. There are two book sales annually and an ongoing sale shelf that is continuously replenished with materials for sale. The annual wine tasting fundraiser, although held off site this year as a result of the carpeting project, was a success thanks to the

dedication and hard work of the committee. From these fundraisers many gifts are provided to the library. The museum passes are one of these gifts and over 400 passes to museums were used by the community this year. Display cubes, a book truck, 2 pc's, programming and supplies that enhance these programs are just some of the benefits to the library that the "Friends" provide.

On a personal note, I wish to thank the staff, the Board of Trustees and the Town Administrators all of whom made my transition to Burlington and the Directorship so easy.

Respectfully submitted,

Lori Hodgson,
Library Director

BOARD OF LIBRARY TRUSTEES



Board of Library Trustees: Front row (left to right): Orise Desautels, Elliot Chikofsky, Back row (left to right): Ellen Ferguson (Chairman), Edith Entwistle (Vice-Chairman), Paula Benard, Clifton Reed

2002 was a very busy year for the Library Trustees. Trustees worked on sub committees addressing the review of policies, carpet issues, furnishing, and a search committee for a new director.

Laura Hodgson was hired in February as the assistant director. Ms. Hodgson became the acting director in August

and a sub committee began a search for a new director. After displaying enthusiasm and knowledge as an acting director, the Library Trustees accepted the Search Committee recommendation and hired Ms. Hodgson as our new director in November.

The Library was experiencing problems with the carpeting. Areas were unable to be cleaned as the adhesive would fail and the carpet would lift. The Library Trustees began investigating ways to resolve this problem and repair already lifted areas. After air conditioning failure through out most of the summer's heat and humidity, the carpet buckled and lifted beyond repair. In September Town Meeting voted to complete the funding necessary for new carpet. Carpet tiles were installed in October. This type of carpeting is widely used in other public buildings.

New furnishings for the children's area had been purchased. These furnishings were put in place once the new carpet was installed.

The Library Trustees would like to thank the Friends of the Library for their fundraising efforts. The Friends sponsor many library programs and purchase items for the library. Yearly they purchase museum passes to be used by patrons.

We have a wonderful staff at the library. A special thanks to them for working through the air conditioning troubles. The Trustees are thankful for the packing and moving which aided in the installation of the carpeting.

In August Robert Peters resigned from the board as his family moved from Burlington. Mr. Peters' knowledge and dedication to the board will be greatly missed. In October Paula Benard accepted an appointment. The Library Trustees welcome Ms. Benard and we look forward to working with her.

Respectfully submitted,

Ellen Ferguson, Chairman

HISTORICAL COMMISSION

The Commission is pleased to present the Annual Report for 2002.

JANUARY

A primary concern for the Commission members is the preservation of historic places. The Town of Burlington is fortunate to have several historic sites such as the Clapp's Mill, Grandview Farm, the Old Burying Ground, the West School, the Historical Museum building and the Kent house. We continue to keep the preservation of these sites a priority. In the 1998-1999 Historic Preservation Survey of Burlington many of these sites were recommended for nomination to the National Register of Historic Places. The process is costly and time consuming, however it is a goal we hoped to accomplish.

The new year prompted discussions on a variety of needs to accomplish further goals. Chairman Norman Biggart requested additional planning sessions, and additional storage space, and Commission members requested improving the appearance of the Museum, creation of a catalog of items for sale, improved cataloging, and the need for volunteers.

Kathi Horton attended a conference on the restoration and preservation of historic documents at the Massachusetts Historical Commission in Boston.

Jim Ashworth, a former member, gave a report to the Commission on the importance of eight drawings and paintings of James Franklin Gilman in the Museum inventory. His suggestions for the care and preservation of the drawings were noted.

FEBRUARY

Chairman Norman Biggart and John DeMelo met with the Assistant Town Administrator with concerns about preservation, security and handicapped access concerns facing the historic buildings. Working together, they hoped to solve the problems.

The condition of the Grandview Farm and the Kent House continued to be a concern and discussions were held on what our role would be in the prevention of any further disrepair. The Kent house is owned by Sun Micro Systems, which limits the involvement of the Commission.

When and if the sale of the Grandview Farm has been completed, the Commission requested permission to enter the building to note the remaining historic architectural details, as well as the possible future uses of the house.

Lisa Plato, the Town Archivist, left her position with the Town of Burlington. The membership unhappily received the news of her departure, as she was a valuable asset to the Commission. Her assistance, guidance and expertise will be missed.

MARCH – no meeting

APRIL

In April, one of the communities historic resources, the Clapp's Mill site, was sold to the Town of Burlington. The Historical Commission was happy to learn that the preservation of this beautiful site was accomplished.

A variety of activities continued into the spring. The Commission continued to receive requests for historical information, often referring the requests to the Historical Room at the Public Library, the archives and Town Clerk's office. They continue to supply records, genealogical information and any information that is not available in the Museum.

With the cooperation of the Burlington Public Library, display space in the vestibule has been used to create mini displays of larger exhibits shown in the Museum. This gives the exhibits wider exposure.

Tours of the Museum and the West School continue by appointment.

Kathleen Horton attended a meeting of the Massachusetts Historical Society to learn about historic figures in Boston.

"50 years of Baseball in Burlington" – On April 27th, the baseball exhibit opened celebrating fifty years of baseball in Burlington. It consisted of antique baseball equipment, baseball card collections, and photographs of coaches and teams from the 1950's to the present time. Mr. Joe Keohane, a long time coach, loaned photographs from his collection, and Hope Paulsen and John DeMelo loaned the two Baseball collections to complete the display.



Baseball Exhibit - Judy Wasserman, Toni Faria, Kathi Horton, Joe Keohane Joyce Fay (Photo by Toni Faria)

With the cooperation of the teachers and children of the Middle School, many creative essays were written on the subject of baseball, and were added to the exhibit. They were subsequently filmed by Burlington Cable Access Television.

MAY

Preservation of Ed Fogelberg's newspaper articles – Jim Ashworth, former member of the Historical Commission, presented to the Commission, a report on 796 articles written by John (Ed) Fogelberg for the Daily Times newspaper in Woburn. These articles began in June of 1979 and stopped in November of 1994. The articles and the pictures will be copied on compact discs in anticipation of producing a small number of compact discs for sale. Having this valuable historic information on compact discs will enhance and preserve the history of Burlington. Jim Ashworth was a charter member of the Historical Society and continues to be an asset to the Historical Commission and the Historical Society.

Police Department Open House – The Commission participated in the Police Department open house. Historic material of Union School memorabilia, such as photographs, scrapbooks, and an antique billy club and badge were loaned to the department for the day.

JUNE

Textile Museum Seminar – Toni Faria, Joyce Fay, and Sandy Covino attended the American Textile Museum Seminar in Lowell to learn techniques on exhibiting in small museums.

The warmer weather brought an increase of field trips to be conducted for the elementary school children to the West School, the Historical Museum and the Old Burying Ground. These tours demand the presence of several knowledgeable adults at each site. Thanks to Historical Society members, the frequent tours were conducted as scheduled.



Guests from Longmeadow Place Assisted Living at Museum (Photo by Toni Faria)

JULY

The first profits were donated and accepted from Robert Costa for the sales of his recently published book, **Images of America BURLINGTON**.

For the summer, the Museum was open to the public on Tuesday evenings to coincide with the concerts on the common.



Francis Wyman descendants at the Francis Wyman House (Photo by Toni Faria)

Francis Wyman House – Members of The Francis Wyman Association, Dr. John and Jonell Kenagy, and Virginia Mucciaccio, met at the Francis Wyman house on the 27th of July to host a visit from descendants of the Francis Wyman family. Toni Faria transported information, photographs, maps and visual aides from the Francis Wyman display at the Museum to the house. Norman Biggart and Judy Wasserman were present to greet the group. A bus brought extended family from Georgia. The descendants who visited, took photographs of the site, and enjoyed the day. The preservation and completion of this historic house is on going.

Continued interest in the preservation of historic sites in Burlington prompted further discussion about nominating sites for the National Register. The Conservation Department, Trust for Public Lands, the Land Trust, and the Town of Wilmington and Burlington accomplished the Clapp's Mill acquisition. The Commission members were active in the process and indicated that the placement of a marker and restoration of the site would be the next step. As previously mentioned, other sites in Burlington to be considered were the Grandview Farm, the Historic Museum building, the Old Burying Ground and the Kent House. Grants and money from other sources will be needed to complete the projects.



Tour of Grandview Farm (Photo by Jonell Kenagy)

AUGUST

Judy Wasserman, of the Advisory Committee, reported to the commission on the progress of the Clapp's Mill site. The Town of Wilmington and the Town of Burlington received money from the state to create a parking area, and provide a marker on the property. Eagle Scout Brett McCullum, helped create a gravel walkway. The future of the house on the property is uncertain. The Town of Wilmington owns it.

SEPTEMBER

"Bridal Attire through the Years" – The museum was cleared in preparation for the new exhibit "Wedding Attire Through the Years". The problems of exhibiting in the small space and storing the standing exhibits were a challenge once again. The older mannequins from the museum inventory could not be used for display of the older dresses because of their size and condition. It was possible to exhibit the remaining gowns with innovative methods, much imagination, and the help of the Historical Society volunteers. Toni Faria and Joyce Fay planned and executed the exhibit, programs, text and photographs. Judy Wasserman of the Advisory Committee did the publicity. Sandy Covino, Barbara Fisher, and many of the volunteers from the society worked diligently to complete the display in time for the opening. John DeMelo made the props.



Additional wedding attire (Photo by Toni Faria)

The exhibit opened on September 15, 2002. Twenty-four wedding dresses were on display. A piece of local history was present when resident Iona Ganley loaned her mother's wedding dress to the exhibit. It was worn in 1906 when Cora

Cleveland married Horace Skelton. Several gowns were donated after the opening. Featured were wedding gowns and accessories from the museum inventory as well as dresses on loan from Burlington residents. The samples of wedding gowns began with dark dresses from 1850's, when few dresses were white, to the present time. The special silk gown from the museum inventory, made completely of silk shawls, was featured. It had been donated by Burlington resident, Helen Murphy in the 70's and restored in 1998. Record attendance prompted the decision to keep the exhibit open until spring. The public reacted favorably with visitors from Commissions and Societies from surrounding towns, and the Assisted Living facility, Longmeadow Place, in Burlington.



1890 wedding dress of silk shawls, gift of Helen Murphy of Burlington (Photo by Toni Faria)



Wedding dress of Cora Cleveland Skelton (Photo by Toni Faria)

It was learned that the Grandview Farmhouse and barn were being cleaned out for the transfer of the house to the Town of Burlington. Two Commission members salvaged farm tools and artifacts such as bottles from the dumpsters. When the three-way land swap was completed, and ownership of the Grandview Farm was transferred to the Town, the Historical Commission members discussed the future of the property. Mr. Larry Rittenberg, Assistant Town Administrator, conducted a tour of the property on September 6, 2002 for the Commission members.

A special open meeting was held by the Commission to encourage the public to contribute ideas about the future of the Grandview Farm. Subsequently, the Town Administrator's office asked for volunteers to join a panel to discuss the future uses of the building.

OCTOBER

The Francis Wyman Association held their meeting on October 5th. Commission members Kathleen Horton and Norman Biggart attended.

Many Wyman descendants visited the Museum.

Civil War Letters written by Sgt. Frank Wyman, and Desert Children written by Edna Wyman Baker, two books written by descendants, were loaned to Norman Biggart for a possible Civil War project.

The annual open house at the West School took place once again on Halloween. This year the school was open on Sunday the 27th as well. The Francis Wyman School, the Pine Glen School and the Memorial School participated in making the decorations. This year the artwork was prolific and original, making the interior of the schoolhouse festive for Halloween. Without the cooperation of the Superintendent, teachers and children of the schools the Halloween event could not have taken place.

NOVEMBER

The public notice of a panel to be formed to discuss the uses of the Grandview Farm prompted members of the Commission to apply.

Increased interest continued for tours of the Museum.

Preparation began for a list of historic books, pamphlets, and articles to be sold by the Commission for inclusion on the Burlington web site.

The list of copyrights for various publications was transferred to the archives.



Halloween at the West School, Dean Bodakian and Alex Gianpanian
(Photographs by Toni Faria) (Photo by Toni Faria)

DECEMBER

In December, Joyce Fay, Toni Faria and Judy Wasserman began the new exhibit of early Burlington Farms. The photographs and text will be shown in display cases in the vestibule of the Town Hall.

As the year closed, Commission members were proud of what was accomplished. In spite of a limited work force, lack of storage space, and the appearance and condition of the Museum. We extend our thanks and appreciation to friends of the Museum who volunteered to help with the production of the exhibits, act as hosts and hostesses at the openings, and advised and encouraged our projects. These volunteers are also often present at the annual Halloween open house. They include the Advisory Committee, Judy Wasserman and Hope Paulsen, the Historical Commission Alternates, Sandy Covino, and Gene Rossi, and the following list of dedicated Burlington Historical Society members. Luella Brown, Olive Bruce, Rosemary Deluco, Julie Eggleston, Rosemary Farrell, Barbara Fisher, Marge McGary, Anna Papalegis, Ruth Roach, Ellen Sheehan, Laura and Charles Stubbs, and Margaret Vient. The Girl Scout troop led by Sandy Covenor helped at the West School open house on Halloween.

Future Goals

1. Our future goal for the Museum includes the improvement of the security and outside appearance of the building, cataloging of the inventory, and creating more storage space.
2. Due to increased usage, the condition of the interior of the West School, Burlington's last one room school-house needs to be improved.
3. Begin the National Register process of nominating historical homes in Burlington to the Register.
4. The future use and preservation of the Grandview Farm.
5. Lastly, the placement of the Sewall House Marker on Lexington Street.

Gifts to the Museum in 2002

- Charles Harrington of Enfield, NH donated a glass negative of the Grandview Farm.
- Laura Stubbs of Burlington donated a wedding dress circa 1922.
- Ornate metal flag stand and Hope Paulsen gave colonial man's jacket to the Museum.

- In May, Jean Callahan donated a photograph of the 1937 Burlington graduating class.
- In June, Henry Lowther donated a chest of Grange artifacts belonging to Elizabeth Lowther.
- Velvet ladies hood, circa 1860, as well as a navy blue crepe and beaded dress, circa 1916, were donated to the Museum by Mrs. Mary Vena of Medford.
- Robert Swift of Burlington donated an antique wooden clothes wringer, circa 1898 in July.
- Mr. Albert Verrier of Mohawk Rd gave an antique rug frame for hooked rugs to the Museum.

Respectfully submitted,

The Burlington Historical Commission

Norman Biggart, Chairman

Joyce Fay

Toni Faria, Secretary

John DeMelo

Kathleen Horton

Alternates; Sandy Covenor and Gene Rossi
Advisory Committee; Judy Wasserman, and
Hope Paulsen

BEAUTIFICATION COMMITTEE

The Beautification Committee submits the following report for 2002.

1. We are pleased that many businesses along Cambridge Street, Bedford Street, Burlington Mall Road, Winn Street, and Middlesex Turnpike continue to maintain attractive landscaped properties.
2. Listed below are a number of local landscapers and citizens of our town who continue to maintain their assigned areas:
 - Ron Given – The intersection of Center and Winn Streets.
 - Mr. & Mrs. John Gulde – The island on Olympian Way.
 - Chris Clark – DiOrio Green at Cambridge Street and Burlington Mall Road.

- Jerry McCarthy – Historical Museum at Cambridge and Bedford Streets.
- Garden Club Members – Colonial Gardens across from the Fire Station.
- Davis Prato – Gazebo on the Common.
- Robert Rich, Jr. – On the Common at the corner of Bedford and Cambridge Streets.
- Michael Runyan – Memorial across from the Fire Station.
- Kevin Sullivan – On the Common at the corner of Bedford and Center Streets.

The above have been thanked and acknowledged for their generous help to our Town.

3. The committee provided Daffodil bulbs to Girl Scout Troop 1592 for planting at the Memorial School in Grades 3 and 4.
4. With the help of Committee members, Carol Engel, Joan McSweeney and Elaine Zucaro we continue to keep the Flower Planters on the Common stocked and maintained with an attractive selection of flowers and much needed fertilizer. Several members of the Garden Club have also joined us in this endeavor.
5. Because of the drought we had this past summer, we are looking into an outside source to handle watering the several areas on the Common. Needing special attention are the large flower planters, the Burlington sign flower area and the area surrounding the Olympic sign.
6. Presently checking at Gamit Signs located in Stoneham to have new signs made to place on the areas that the Volunteer Landscapers maintain.
7. Since we have lost so many letters from the wall on DiOrio Green, we are looking at the need for a stationary sign in place of the letters.

Respectfully submitted,

Carol Engel
Ed Hastings
George Major, Chairman
Joan McSweeney
Elaine Zuccaro

SCHOOL COMMITTEE

	Term Expires
John T. Lyons, Chair 105 Bedford Street	2003
Christine M. Monaco, Vice Chair 18 Corcoran Road	2004
Stephen A. Nelson 25 Fairfax Street	2005
Thomas F. Murphy, Jr. 3 Lexington Street	2004
John L. Vanella 8 Pearson Circle	2005
Nicholas Priest Student Representative	



School Committee

School Committee: Front row (left to right): Christine M. Monaco, Vice Chairman; John T. Lyons, Chairman; John L. Vanella. Back row (left to right): Nicholas Priest, Student Representative; Stephen A. Nelson; Thomas F. Murphy, Jr.

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.

BURLINGTON SCHOOL COMMITTEE

2002 saw the consolidation of many gains within the Burlington Public Schools. The extensive professional development provided to staff has enabled us to respond to the implementation of the Massachusetts Curriculum Frameworks. In turn, we have seen our first student with a perfect score on both the verbal and the math sections of the SAT, and a number of other students received a perfect score in one section or the other. The Class of 2003, the first that must pass the MCAS as a graduation requirement, attained the highest passing rate in our area. The Burlington Public Schools received the highest rating granted by the National Realty Association.

Jack and Shelley Blais have continued their legacy of major gifts to the Burlington Community Scholarship Foundation, once again matching the donations from the 2002 telethon. As a result, the foundation has now surpassed the one million dollar mark! Many students will benefit from the scholarships that will be awarded from this endowment for years to come. Additionally, Mr. and Mrs. Blais once again funded our elementary summer reading program. We extend our sincere thanks to Jack and Shelley for their generosity and civic mindedness.

As we continue to assess our capital needs in the face of increasing enrollment in some of our elementary schools as well as the middle school, a comprehensive building plan is being presented to the town for the renovation and expansion of resources from Kindergarten through Grade 8. We hope to provide instructional space for our students that will take us through the next decade. We look for the support of the entire community in this very necessary project.

School Committee student representative Jason Yu served admirably and has passed the job on to Nicholas Priest. We have found Nicholas to be a wonderful addition to our proceedings, keeping us well informed not only of the activities at Burlington High School, but more importantly of the concerns the students have. Both Jason and Nicholas have been excellent spokesmen for their peers. We wish them every future success in their education and careers.

Kathleen Burns was appointed Principal of Francis Wyman School after serving as Assistant Principal and guidance counselor for many years. We welcome her to the job and offer her our support and well wishes. We also welcome Irene Roque, the new Assistant Principal of Francis Wyman School.

We wish to thank the citizens of Burlington for their unwavering commitment to their public school system. Just as we all benefited by the sacrifices of others, so too will the children entrusted to our care, be the beneficiaries of the comprehensive education provided to them. We thank all of the staff whom we have observed working day in and day out, not just to instruct, but to model for our students how educated citizens should act. And we especially thank the parents of Burlington, who entrust us with their children.

Respectfully submitted,

John T. Lyons, Chair
Christine M. Monaco, Vice Chair
Stephen A. Nelson
Thomas F. Murphy, Jr.
John L. Vanella

Superintendent of Schools

William P. Conners	B.A., Maryglade College M.Ed., Boston College C.A.E.S., Boston College Ed.D., Boston College
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Assistant Superintendent for Business and Finance

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

J. Kevin Foley	B.S., Boston University M.Ed., Northeastern University
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Supervisor of Attendance

Monica J. Curtin	B.A., Villa Maria College M.Ed., Salem State College
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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
Vincent P. McKay Principal	B.S., University of Massachusetts M.A., Tufts University Ph.D., Boston College
Richard T. Sheehan, Jr. Associate Principal	B.A., Stonehill College M.Ed. Salem State

Marshall Simonds Middle School

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

Richard J. Benowitz, Principal Fox Hill	B.S., Temple University M.Ed., Boston, University
Kathleen Burns, Principal Francis Wyman School	B.S., Framingham State College M.Ed., Boston State College
Robert L. Teel, Principal Memorial School	B.A. UMass/Boston M.Ed., Boston State College
Stephen E. Preston, Principal Pine Glen School	B.S., Salem State College M.Ed., Northeastern University

SUPERINTENDENT OF SCHOOLS

"Continuous improvement" has been the battle cry for 2002, in the Burlington Public Schools. Staff and students alike have shown dedication to their work, reaping the rewards of these efforts in achievements in the arts and sciences. Notwithstanding the retirement of nine veteran teachers at the conclusion of the previous year, the schools have all been functioning at high levels. Additionally, Francis Wyman Principal Paul Cabral retired after thirty-eight years of service to the community. During his tenure the Burlington Public Schools went through dramatic changes. I would like to publicly thank him for his many contributions, including especially his work to make Francis Wyman our largest elementary facility. We were very fortunate to have had Kathleen Burns working alongside of him there, for so many of those years. With her promotion to principal, we know Francis Wyman will be in good hands! I look forward to working with her in the years to come.

Another retirement that had a big personal and organizational impact was that of Joan Corrao, Executive Secretary to the Superintendent, and long-time School Committee secretary. After thirty-two years of service at the highest level, Joan is enjoying finally catching up on all those books she had intended to read! We wish her a long and healthy well-deserved retirement, with my personal thanks for her dedicated service to me and my predecessors.

We continue to work hard at implementing the Curriculum Frameworks established under the state's education reform act, and the results are evident on our MCAS scores: by the spring of 2002, 97% of the class of 2003 had achieved passing grades! This was the highest score for any district in the Middlesex League and all contiguous towns. We are proud of our faculty and students for this accomplishment.

Through our relationship with Primary Source, we were able to send two groups of teachers and administrators to China in 2002. We hope to enhance our curriculum and instruction with the increased knowledge of these faculty members.

The work of developing a comprehensive facilities plan continues. At this time we are preparing a capital improvement plan that includes the construction, renovation, and additions we believe will meet the enrollment needs of the foreseeable future. We hope to secure the support of all

residents in Burlington for this solution to our building projects.

We are extremely grateful for the support we receive from the community, and especially from the parents who entrust their students to our care. I would like to personally thank the members of the School Committee for their hard work and the trust they place in all of us in the Central Office. Additionally, I am grateful for the hard work of all the staff within the Burlington Public Schools, especially my Assistant Superintendents James Picone and Katie Spinos. I am thankful that our youth have such great role models as the teachers, support staff, coaches, and building administrators who model what good citizenship means, day in and day out. Thank you for giving us the opportunity to serve.

Respectfully submitted,

William P. Conners, Ed.D.
Superintendent of Schools

CURRICULUM AND INSTRUCTION

During the 2002/2003 school year there are a few key initiatives underway focusing on curriculum and review and alignment; professional development; and the effective integration of technology.

Curriculum Review and Alignment

We are continuing revisions and the alignment of K-12 English/Language Arts with State Frameworks. Grade level expectations have been written for grades K-10 that correspond to the most recent State ELA Curriculum Framework. Elementary teachers have collaborated on recommendations for meeting these expectations by defining best practices and the resources that are essential for implementation. Teachers continue to introduce new strategies in the classrooms, including: Writing in the Content Areas, Junior Great Books, Guided Reading, etc. A complete grade level expectations document and guiding notebook serves as a resource to elementary teachers. All grade 3-5 teachers and support staff are participating in a 4-day training session led by colleagues on guided reading. A committee of teachers also is revising the student writing prompts and corresponding scoring guides for grades 2-7, and developed a resource guide for open-ended questions. At the secondary level, English Language Arts teachers articulated grade level expectations and defined common teacher expectations for every course (e.g., including expected literature by

grade level/course; progression of skills; emphasis in writing; appropriate integration of media literacy, etc.).

Working with Kathy Fitzgerald, the system's elementary math facilitator, K-5 teachers have also articulated grade level math expectations. These were also distributed to all elementary schools and the Marshall Simonds Middle School. A common set of expectations for mathematics will drive the purchase of new elementary math resources and any recommendations for additional resources anticipated for the next school year. Collaborating with teachers, the math facilitator also created grade level math assessments that were introduced this year. Middle School Math teachers have drafted grade level expectations and are continuing the process of identifying corresponding curriculum resources and professional development needed to implement changes. In 2002, Burlington middle and high school Math MCAS scores improved significantly over prior years. A shared K-12 focus is for all students to continue to meet higher achievement expectations on the math MCAS exams.

A new Department of Education Social Studies Framework is pending and we can expect significant changes in social studies by September, 2004. Along with the Assistant Superintendent, a team of teachers are working with a state-wide group to offer DOE guidance on its final version of the new Social Studies Framework. Burlington teachers will work this spring and summer on an updated scope and sequence reflecting the many changes in the State Framework. Due to time and budget constraints, these will not be implemented until FY05. This delay will allow for new materials to be purchased and for adequate professional development.

This is the third year of implementing a new fifth grade text for early U.S. History. Teachers continue to use grade four curriculum guides including India and China units developed by Burlington teachers in the summer of 2001. This year Burlington again partnered with Primary Source to strengthen studies in world history, including ancient civilizations, Islamic studies and African American history. In the spring and summer of 2002, nine teachers and administrators participated, and during the spring and summer of 2003 an additional eight teachers and administrators will participate in an intensive two-week travel-study opportunity to China. Their experiences support and strengthen teaching and learning about China in grades K-12. Over 57 Burlington teachers participated in graduate

level seminars, institutes, and other professional development programs that directly relate to social studies and English curricula.

Science grade level expectations are complete for grades K-5. The Science Center, along with teachers and an assessment consultant, designed grade level standards-based assessments for each content area studied. Comprehensive curriculum resource notebooks were distributed by the Science Center in the early fall to all grade K-5 teachers. Our natural science specialist studied dolphin behavior through a generous grant from Millipore and Earthwatch in 2001 and was able to use this experience to strengthen teaching of animal behavior in the intermediate grades in 2002/2003. At the middle school, science teachers completed alignment of grade level expectations to new frameworks and began to work on identifying new texts and curriculum resources, as well as common student assessments, that optimistically will be available in 2003/2004.

All curriculum areas at the high school again completed teacher expectation summaries at the start of school. These were distributed to all students and parents at the "Back to School" night in the fall. High school staff are also working on reaccreditation and the essential self-study reports required by the New England Association of Schools and Colleges, Inc.

Professional Development

The Professional Development Plan continues to be geared to meeting five goals:

1. Articulate and align local curricula with State Frameworks;
2. Align teaching with updated local curricula, and instructional practice, and assessment strategies that meet the needs of diverse learners;
3. Improve communication about student learning (curriculum, instruction, and assessment);
4. Provide support for effective (standard) procedures for the recruitment, selection and retention of highly qualified staff; and
5. Provide no-cost recertification professional development opportunities required by the Massachusetts Department of Education.

The system provides many opportunities for staff including full professional development days embedded

into the school calendar, a mentor program for new teachers, participation in the Teachers as Scholars program and our partnership with Primary Source. A number of sessions also continue to focus on technology. This year, with grant funding, we have technology projects anticipated for the spring and summer of 2003 integrating technology into the study of core literature in grades 2-8.

Other Highlights

- Last summer (2002), Burlington offered its third summer reading program for students entering grades 1-3, its second program for students in grades 4-5, and an MCAS prep program for high schoolers. Over 159 students enrolled in the elementary program and 29 in the high school program.
- The third year of the Youth Tech Entrepreneurs (YTE) program is underway and has been a success. Students are engaged in an array of learning experiences including providing support and serving as a resource to faculty, especially regarding web page design and technical support.
- Burlington is offering an innovative poetry professional development program for teachers, that also offers Burlington students the opportunity to work with a poet in residence over February, 2003 school vacation week.
- Marshall Simonds Middle School continued as a demonstration site, developing curriculum and teaching methods in science, with researchers from Harvard's Project Zero.
- Teacher-leaders at each of the elementary schools, along with specialists, have participated in a variety of student assessment professional development experiences. Ten members of the staff have been trained as trainers for classroom assessment literacy. Each elementary school has a student assessment study group that is working on ways to improve assessment practices and to set the foundation for eventually revising the student report card to correspond to new standards.
- Burlington continues to be a member of the *Teachers as Scholars* program, a professional development project for K-12 teachers involving Boston area school districts. The seminars are led by scholars from Harvard, Boston University, MIT, Brandeis, Simmons College, Wheelock College and other area universi-

ties. Thirty-four Burlington teachers are enrolled in *Teachers as Scholars* seminars in 2002/2003.

- Burlington also partnered with Primary Source for a second year; over 57 teachers and specialists have taken courses, seminars and participated in their special programs. Burlington hosted a five-part afternoon series on or about Islamic/Central Asia with Primary Source and Harvard University.

Respectfully submitted,

Katie Spinos

Assistant Superintendent

for Curriculum and Instruction

BURLINGTON HIGH SCHOOL

The year 2002 brought renewed energy and focus to Burlington High School as the administration, students and staff prepared to meet the state mandated MCAS graduation requirements and the revised standards for re-accreditation by the New England Association of Schools and Colleges. A significant number of staffing changes also occurred as the result of retirements and resignations.

Mrs. Christina Riley and Mr. George Ratkevich filled vacancies resulting from the retirements of long term Art teachers, Ms. Lorraine Sullivan and Mr. Philip Young. Other retirees included Mrs. Margaret Hallissey, Library/Media Specialist, who was replaced by Ms. Susan Kelley DiSanto, and Social Studies teacher Carolyn Weiser who was replaced by former Middle School teacher Joyce Grady. Mrs. Katherine Ackerman, Mr. Kevin Corrigan, Mr. Patrick Daly, Mrs. Cynthia McGrann, and Dr. Stacey Williams submitted resignations. Mrs. Jennifer Bailerlein and Ms. Deborah Bassett were granted leaves for the 2002-2003 school year. Joining the staff were Mr. Joseph Luke Day, Ms. Nicole Fuller, and Mr. Jason Lord in the English Department, Mr. Keith Stevens and Mr. Eric Sheagley in the Science Department, Ms. Katie McKiernan in the Social Studies Department and Mr. Joseph Attubato in the Guidance Department.

Following the retirements of Head Custodian Ron Danielson, Custodian Richard Griffin and Media Secretary Lori McMullen, George Gormady and Carla Ferraguto returned to the high school. Mr. John Middleton accepted the position of Music Coordinator K-12 following the resignation of Mr. Stephen Correia.

With the state requiring that all students pass the English Language Arts and Math sections of the 10th grade MCAS tests beginning with the Class of 2003, the high stakes nature of the MCAS became more evident. The passing rate of 97% for the BHS Class of 2003 led the Middlesex League in performance. Also impressive were the 10th grade 2002 MCAS results that indicated Burlington High School students scored above the state averages in the advanced and proficient categories on both the English Language Arts and Mathematics tests, with 89% of the students passing both tests.

Equally significant was the Massachusetts Department of Education Report of School Performance Ratings that showed Burlington High School scoring above target in both English Language Arts and Mathematics with an English proficiency index of 88.2% and a Math proficiency index of 80.4%. The Proficiency Index is the indicator for Massachusetts public schools that reflects the progress of students in attaining proficient status on the MCAS tests.

During July and August BHS again offered a summer school program to all incoming 9th and 10th grade students identified as at-risk of failing the 10th grade MCAS tests. Funding for the summer school program came from a Massachusetts Department of Education Success Grant.

Preparation for the re-accreditation process conducted by the New England Association of Schools and Colleges (NEASC) continued throughout the year and included revision of the BHS Mission Statement. Under the guidance of the NEASC, the high school began a self-study that involves the establishment of Standards Committees for the purpose of reviewing the school's mission, curriculum, instruction, assessment, leadership and resources. Surveys were also distributed to teachers, students and parents to assess Burlington High's attainment of the Association's standards.

In the spring of 2002, computer workstations were installed in every classroom at the high school. Plans were made to upgrade equipment in the two English computer rooms.

Re-structuring of the Guidance Department Chair's position into a Support Services Coordinator position allowed for changes in the course registration process. During the summer of 2002 the Guidance Department provided services to parents under the supervision of Mr. Thomas Imbriglio, the Support Services Coordinator. Mr. Imbriglio

worked with parents and students to eliminate course conflicts and to plan academic programs and schedules.

A community summer reading program was also established this year. The summer program culminated in a presentation given at the high school by two guest speakers who spoke about their experiences as children in a World War II Japanese-American internment camp.

Respectfully submitted,

Linda A. Hayes
Principal

ART DEPARTMENT

Burlington High School art students again received honors in the state and national Scholastic Art Exhibition. Sean Killilea and Jason Yeadon received *Gold Key* awards. Sean Killilea's Mohammed Ali poster went on to national competition. It was one of the 155 gold medal awards chosen from 15,000 *Gold Key* regional winners from across the United States and one of ten medals received by graphic design students in the national exhibit.

Danielle Burneika, Jason Griffith and Jackie Vigneau received *Silver Key* awards. Brian Estrela, Jason Griffin, Julie Leone and Lisa Shure received *Honorable Mentions*.

Gold Keys and an *American Visions* nominations were awarded to a collaborative computer graphics piece done by Robert Antonuccio, Debrah Bell, Julie Burns, Matt Dabrowski, Alan Porfert, Jackie Sorenson, Andrew Stewart, Ashley Verbicky and Borany Wogan. The collaborative computer graphic piece was also selected as the *American Vision* winner from Massachusetts and hung in the national show with the seventy-five other *American Vision* winners from the regional exhibitions. The same piece was additionally awarded one of the four White House Special Project *Woman in Leadership* awards.

In the spring of 2002 the department produced its twenty-ninth annual "Exhibition". Over 1,000 pieces of work were exhibited in the library and main lobby. The department again participated in the annual area high school exhibition at the Lexington Arts & Crafts Society.

Elyse Goldstein was selected to represent Burlington High at the fifteenth annual Art All-State Festival at the Worcester Art Museum. Burlington High was again a site for the regional interviews for the festival. 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.

Graduating students were accepted at Mass College of Art, UMass Dartmouth and Lowell, RISD, Montserrat School of Visual Arts and the Art Institute of Boston.

The department continues to host visitors from the New England area interested in implementing computers in their art curriculum. The new lab, part of the long-range technology plan financed by Sun Microsystems, continues to provide students with exciting possibilities in the computer graphics field.

Most noteworthy this year was a significant change in art department personnel. After thirty-one and thirty-three years of service to the school and community of Burlington, Ms. Lorraine Sullivan and Mr. Philip Young retired from the profession. These two outstanding professionals were the last remaining art teachers who started at the current Burlington High upon its opening in 1973. Mr. Young was Art Department Chair for the past 20 years and was recognized as *Massachusetts High School Art Administrator*, 2002, by the Massachusetts Art Education Association. Both he and his wife, Ms. Sullivan, were recognized by the Massachusetts College of Art as *Distinguished Art Educators* at the commencement exercises. They continue to serve as members of the Boston Globe Scholastic Advisory Board. The talent and encouragement of these two teachers and the contributions each made influenced thousands of Burlington students.

Joining the art faculty are two experienced professionals with well-rounded art backgrounds. Mrs. Christina Chang-Riley teaches Painting and Drawing, Computer Graphics and our Foundation Design course. She earned a Bachelor of Fine Arts degree in painting from Texas Christian University and a Master of Art Education from the Rhode Island School of Design with high honors. Christina has taught at all levels of instruction from grades 1–12. She has presented diversity-understanding seminars to faculty groups and is a member of our school Tolerance Committee. She is an experienced grant writer and fundraiser seeking funds to promote visiting artists, Asian American studies and diversity leadership. Mrs. Riley is also a highly recognized Visual Artist with an extensive exhibition record. Her work has been published in **Here and Now: Contemporary Asian American Artists in New England** (Shinohara, Maya). She also worked as Curator for **Past Imperfect; Introspection and Renewal** (Cyclorama Boston Center for the Arts), and was highlighted in a video production **About the Arts: Christina Chang, Mixed Heritage Familiar Objects**. Her

reputation throughout the New England artistic community has made her a sought after juror of many shows including the Wang Center for the Performing Arts exhibit, **Art By Kids**.

Mr. George Ratkevich teaches Graphic Design, Computer Graphics and Photography. He attended Boston University where he earned his Bachelor of Fine Arts in Painting and a Master of Fine Arts in Studio Teaching, graduating magna cum laude. He is a published contributor and consultant for Davis Publications where he collaborated on an art textbook entitled **Exploring Visual Design: Studio Resource Binder**. Mr. Ratkevich has also exhibited his work in several galleries in the Boston area including a popular mural entitled Petal & Leaf, which was voted *Best Mural in Jamaica Plain*. His love of mural painting inspired him to start his own business in mural painting, web design and children's book illustration.



Burlington High School Teachers and some of the Lexington Art Exhibit participants: (Left to right –Back row) Jason Griffin, Holly Widtfeldt, Mr. George Ratkevich, Laura Greene, Jason Yeadon, Aileen Noonan and Mrs. Christina Chang-Riley, (Left to right-Front row) Mr. Wayne Little – Department Chair, Bonnie Graham, Nicole Russo and Mrs. Joanne Vigneau. -Photo by: C.D. Luther

Joanne Fogarty Vigneau is a veteran of the high school art staff. Her teaching responsibilities include instruction to most of the ninth grade Design students and all Ceramics and Sculpture students. She is a graduate of the Massachusetts College of Art where she earned a Bachelor of Fine Arts degree in Arts Education. She continued her studies at the DeCordova Museum and is currently matriculated at Northeastern University. A graduate of Burlington High School and popular resident, Joanne has been involved in many community activities. She has worked as a volunteer coach and Recreation Department leader.

Mr. Wayne Little was appointed the new Art Department Chair. Mr. Little has been with the Burlington system for 33 years and has taught photography at Burlington High for the past 22 years. This Burlington High School graduate (1965) was formerly an art teacher and Team Leader at Francis Wyman Middle School, served as President of the Burlington Educators Association, and has taken leadership responsibilities in many school related committees. Along with his teaching duties he continues to be involved with the Burlington Alumni Association, Communications Committee, Factathalon, Science Olympiad and Students For Environmental Action.

Respectfully submitted,

Wayne D. Little
Art Department Chairman

ENGLISH DEPARTMENT

The English Department again received good news regarding the performance of our tenth graders on the MCAS exam. Not only did 95% pass the exam on the first try; more significant is that student performance improved in all categories for the third straight year. Students scoring proficient and advanced ranges increased from 69% in 2001 to 78% in 2002.

BHS senior and class president, Taylor Bettinson, was named a winner in the National Council of English Writing Achievement Awards recently. Taylor's prize ranks him as among the very best young writers in the country and also earned the English Department a commendation for maintaining an excellent writing program for all students.

On the personnel front, three teachers joined the department. J. Luke Day, a graduate of West Point and University of Georgia, is teaching literature to upperclassmen. Nicole Fuller is teaching freshman English and creative writing; she was educated at Hampshire College and earned two master degrees from Simmons. Finally, Jason Lord, educated at Bates College and Tufts University, teaches Media Production and junior English. They replace Kathleen Akerman, Deborah Bassett and Patrick Daly.

Respectfully submitted,

Robert W. Casey,
English Department Head

FAMILY AND CONSUMER SCIENCE, BUSINESS, TECHNOLOGY EDUCATION AND YOUTH TECH ENTREPRENEURS

The **Family and Consumer Science** program consists of offerings in two areas, Child Development and Culinary Arts. The Child Development program continues its highly successful Pre-School program under the leadership of teacher Rosemary Bransfield. A select group of 65 BHS students are chosen from a large pool of applicants to work with Ms. Bransfield in the pre-school program for Burlington residents, which is offered in two sessions per day. Community demand for the program remains high with a perennial waiting list of applicants. The Foods program, with teacher Marjorie Arcand, continues to offer highly successful courses in Food Preparation, Professional Foods and Gourmet Foods.

Youth Tech Entrepreneurs (YTE) is now in its third full year at Burlington High with teachers Lisa Francescon and Bill Brown. Mr. Brown teaches one course in the program in addition to his regular duties as High School Computer Integration Specialist. Ms. Francescon teaches YTE, continuing to build on its past success with student community service projects; this year, for example, YTE students overhauled and upgraded the Burlington Schools web page as part of a class project. A number of YTE students held paid summer positions in the Town and with area businesses in the computer/technical field. The current group of 24 YTE seniors are now making post-graduation plans; we will be eager to follow their paths as leaders in business and technology fields.

The **Business** program offers a variety of courses under teacher John Hayes. Mr. Hayes has introduced a new course in Marketing, adding to a program with existing courses in Accounting, Business Law and Business Management.

Technology Education program is under the leadership of second year teacher, Mr. Joel Mascott. The High School currently offers courses in Woodworking, Applied Technology and Pre-Engineering technology.

Respectfully submitted,

Vincent P. McKay, Associate Principal

FOREIGN LANGUAGE DEPARTMENT

The Foreign Language Department offers a five-year sequence of study in French, Italian, Latin and Spanish. A four-year sequence is available in German. The department continues to work on updating its curriculum 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 Foreign Language Lab.

Eight students gained college AP credit having passed the Advanced Placement Examination in Spanish.

Several teachers have attended workshops and classes. Mrs. Maria Walton participated in Teachers as Scholars in January and February. In August, Mrs. Susan Price attended a course offered by Salem State College and Mrs. Rita DeBellis attended a workshop at the Semitic Museum at Harvard University in November.

Ms. Abigail Abbott is advisor to the Class of 2006. Mrs. DeBellis continues as advisor to the Latin Club while Mrs. Walton advises the Spanish Club. In March, during Foreign Language Week, both Mrs. DeBellis and Mrs. Walton organized a student trip to Francis Wyman School where members of the Latin and Spanish Clubs taught lessons to elementary school children.

Respectfully submitted,

Maria P. Walton

Foreign Language Department Head

MATHEMATICS DEPARTMENT

The math department continues to meet the needs of all student levels. This is accomplished by offering a wide variety of courses ranging from Advanced Placement courses such as Calculus and Computer Programming to Basic Skills courses in math and computers. This year a new course, Integrated Math II, has been added to help students pass the state mandated MCAS exam.

The Math League team had another successful year finishing first in their league and participating in the playoffs. The coaches are Jean Saxe and Fred Miksenas. The teams in the league are Arlington Catholic, Bedford, Wakefield, Woburn, Stoneham, Somerville, and Minuteman. Two of the captains, Lauren Chikofsky and Nishtha Soni, have already been accepted at MIT and Harvard.

Many math teachers, such as Len Connolly, Jean Saxe, Ed Chapdelaine, Ross Paine, Marlin Kagan, Jan Sykes, John Nolan, Bob McCarthy, April Strickman, and Jim Curtin have attended workshops or courses to keep abreast of current trends in math. These have included NCTN conferences, AP workshops, MCAS workshops, and college courses.

A number of courses have been upgraded with the use of technology. A new math computer lab is used six periods a day.

Respectfully submitted,
James P. Curtin
Math Department Head

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. 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.

This past June, Mrs. Cynthia McGrann resigned her position as Guidance Counselor at Burlington High School. Mr. Joseph Attubato has assumed the Guidance Counselor position vacated by Mrs. McGrann's resignation. In addition, Mr. Thomas Imbriglio was appointed to the position of Support Services Coordinator at Burlington High School.

The Guidance Department hosted representatives from sixty-one 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 Reading High School that had representatives from over two hundred colleges and universities.

The 2002 Burlington High School Scholarship Program, affiliated with the Burlington Community Scholarship Foundation, produced highly successful results. One hundred seventy five donors contributed to the 2002 program. Three hundred thirty six scholarships, totaling \$296,825.00,

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, four thousand eighty six scholarships totaling \$2,953,008.00 have been awarded to the graduates of Burlington High School.

The following is a profile of the Class of 2002:

Size of Class:	239 students
Number of Students	
Continuing Education:	217 or 90.8% of Class
Number of Students	
Seeking Employment:	20 or 8.4% of Class
Number of Students Entering	
Military Service:	2 or 0.8% of Class

Continuing Education Information:

Four Year Baccalaureate	
Programs:	176 or 73.7% of Class
Four Year Public Institutions:	86 or 36.0% of Class
Four Year Private Institutions:	90 or 37.7% of Class
Two Year Associate Degree	
Programs:	33 or 13.8% of Class
Two Year Public Institutions:	33 or 13.8% of Class
Two Year Private Institutions:	0 or 0.0% of Class
Educational/Vocational	
Non-Degree Programs:	8 or 3.3% of Class

2002 CEEB Test Summary:

218 students tested out of a class of 239 or 91%	
Mean Verbal Score: 497	Mean Math Score: 527

SAT I Cumulative Percentages (Percent of Students scoring at or above a given range):

	Verbal	Math
Above 700	3%	4%
Above 650	8%	11%
Above 600	16%	25%
Above 550	30%	44%
Above 500	51%	63%
Above 450	68%	79%

Of Scores In A Given Range:

	Verbal	Math
750-800	3	4
700-740	4	4
650-690	10	16
600-640	17	30
550-590	31	41
500-540	46	40
450-490	37	35
400-449	30	26
TOTALS	178	196

SAT II Mean Scores:

Writing: 571 Literature: 543 Biology M: 574
 Math Level IC: 593 Math Level IIC: 638 Biology E: 600
 Chemistry: 599 American History: 586 Physics: 548

Three members of the Class of 2002 were recognized as National Merit Commended Students.

Three members of the Class of 2002 were recognized as Advanced Placement Scholars for their performance on the Advanced Placement Examinations. In addition, two members of the Class of 2002 were recognized as Advanced Placement Scholars with Honor and three students were recognized as 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 through October 2002
for the Class of 2003 are as follows:**

Size of Class of 2003:	212 students
Passed both the English Language Arts and Mathematics tests:	203 students or 96% of Class
Passed the English Language Arts test:	208 students or 98% of Class
Passed the Mathematics test:	203 students or 96% of Class
Scored either proficient or advanced on the English	146 students or

Language Arts test:	69% of Class
Scored either proficient or advanced on the Mathematics test:	131 students or 62% of Class

**Testing results through October 2002
for the Class of 2004 are as follows:**

Size of Class of 2004:	221 students
Passed both the English Language Arts and Mathematics tests:	197 students or 89% of Class
Passed the English Language Arts test:	209 students or 95% of Class
Passed the Mathematics test:	203 students or 92% of Class
Scored either proficient or advanced on the English Language Arts test:	173 students or 78% of Class
Scored either proficient or advanced on the Mathematics test:	115 students or 52% of Class

Respectfully submitted,
 Thomas Imbriglio
 Support Services Coordinator

READING

Consistent with the mission of Burlington High School, the reading specialist continues to coordinate all aspects of verbal skill support services in order to promote lifelong student learning. To assist students in the development of reading related strategies, the high school reading specialist provides testing, diagnosis, evaluation, consultation, and instruction to individuals, small groups, and classes. Referrals come directly to the office of the reading specialist from guidance counselors, classroom teachers, parents, and from the students themselves.

Respectfully submitted,
 Robert F. Conceison
 Reading Specialist

SCIENCE DEPARTMENT

The 2002-2003 school year has been a year of improvement for the Science Department. Students excelled in the

Advance Placement courses. Around 28 students gained college AP credit with 14 scoring a "5," the top grade. Overall the results in our four AP courses were outstanding: 90% passed AP Biology with an average grade of 4.1, 100% passed AP Chemistry, 75% passed the AP Environmental Science and several students got 5's in both areas of AP Physics.

Two students, Lauren Chikofsky, and Nishtha Soni, won honors in the National ACS Olympics qualifying exam.

Young Hall was used for a national satellite lecture series on the genome from the Howard Hughes Medical Center in December.

We hosted the American Chemical Society's "High School Teachers' Night," in October where over 125 teachers attended. Dr. Michael Tinnesan, ACS National High School Coordinator, presented a seminar, and there were four workshops. Dr. Carl Selavka of Massachusetts State Police Crime Laboratory was the keynote speaker on "Don't Get Your Genes in a Bunch: All About Forensic DNA Testing."

Dr. Nassiff continued his efforts on the State MCAS Assessment Committee in Science/Technology and is a consultant for the DOE in chemistry and physics.

The Science staff had some changes. Dr. Stacie Williams and Mr. Kevin Corrigan resigned, and two members joined our staff, Mr. Keith Stevens, physics, and Dr. Eric Sheagley, from the University of Oregon.

Dr. Sarah Longstaff received her Ph.D. in chemistry from the University of Connecticut.

Respectfully submitted,

Dr. Peter J. Nassiff, Chairman
Science Department

SOCIAL STUDIES DEPARTMENT

In October of this year, the Board of Education voted to make substantial changes in the state curriculum frameworks for Social Studies in grades K through 12. As anticipated, at the high school level, there will be a greater emphasis on United States History. The details regarding subject matter content, implementation schedule, and testing requirements are still being formulated by the Department of Education. The High School Social Studies Department will be using the next academic year to closely

monitor these changes and carefully formulate appropriate curriculum revisions to meet the new standard.

A new half-year elective course has been added to our curriculum this year. *International Studies*, as the course is titled, was conceived and created by Mr. Peter Halvorson of this department. Many of the upper classmen enrolled in the course this year have gained their interest in this topic through our popular and successful Model United Nations program.

Every member of the department was able to attend the 33rd annual Northeast Region Social Studies Convention, held in Boston, in March, because the days of the convention coincided with Burlington's system-wide staff development days. Our Social Studies teachers greatly appreciate the professional stimulation of attending dozens of different seminars, workshops, and teaching clinics. Many valuable teaching strategies and materials were obtained and shared with each other.

Several of our traditional fieldtrips were conducted, again, this year with unqualified success. The *Introduction to Law and Sociology* fieldtrips add a dimension to our courses that cannot be duplicated in the classroom. Regretfully, though, due to the aftermath of September 11, 2001, the annual spring fieldtrips to Washington D.C. (for *United States History* juniors) and the United Nations and Ellis Island (for *World History II* sophomores) had to be cancelled for obvious travel and security reasons. We definitely wish to restore these as soon as possible.

The delegate and alternate for Student Government Day, held on April 5 at the State House, in Boston, were Robert Conceison and Taylor Bettinson, respectively. The Daughters of the American Revolution "Good Citizen" Award was voted this year to Robert Conceison (nominated by the faculty and elected by the members of the senior class). Burlington's two delegates to Girls' State, held in June, were Pamela J. Coppola and Bonnie A. Graham. The Boys' State delegates were Taylor Bettinson and Robert Conceison. Matthew J. McPherson was chosen to be the recipient of the Middlesex County Bar Association's "Law Day" award.

For a third consecutive year, the Social Studies Department, in concert with Town Hall, has conducted a local Student Government Day in May. Student participants were members of the junior class elected from their United States History class. Thirty-three students filled the various

positions of town elected and appointed officials for that day. Mr. Robert Mercier, Burlington Town Administrator, continued his role as master of ceremonies at the opening Town Hall session. After several hours of “shadowing” their governmental counterpart, students were debriefed, presented with small mementos, and served lunch at the Dandelion Green Restaurant. Dr. Beaudry, Mr. Carr, Mr. Costa, Mr. Driscoll, and Mr. Hoyt were the United States History teachers that conducted the elections from their classes. They also made sure that the delegates reported back to their classmates on what they had learned about the daily functions of Burlington’s town government.

Advanced Placement United States History exam scores were again outstanding this year. These talented Burlington High School students have earned our respect and admiration for performing so well on this highly competitive and demanding college-level exam. Much of the credit also goes to Mr. Carr for teaching the course for the first time with such impressive results.

There have been several staff changes during the year. In June, Mrs. Carolyn I. Weiser retired from teaching after thirty-five years of continuous and dedicated service to the Burlington school system. Miss Joyce Grady transferred from the Marshall Simonds Middle School back to the high school. Mrs. Jennifer Baierlein was granted a years’ leave of absence. Miss Katie McKiernan was hired this summer to fill a one-year vacancy. Miss McKiernan comes to the Burlington Public Schools with four years of teaching experience. She obtained her BA degree from Boston College, honors program, in 1998, *magna cum laude*. She is currently enrolled in a Master’s program at Boston College and has had extensive graduate training in a variety of related social studies fields. Miss McKiernan is very well qualified to teach the *Psychology* and *World History I* classes she has been assigned.

Respectfully submitted,

Jeffrey W. Hoyt, Chairman
Social Studies Department

ATHLETICS DEPARTMENT

The Burlington Athletic Department has had another successful year because of its wide variety of athletic programs and it’s ever increasing number of student athletes. The programs receive great support from the student body, the community, and the school administration.

The Third Annual Burlington High School Athletic Hall of Fame Induction was held on October 10th, 2002 and was another great success. The list of inductees included Benefactor, William “Doc” Duncan and Girls Basketball Coach, Dennis Thompson. The athletes included the 1978 Boy’s Hockey Team and individual athletes: John Paganetti, Jay Pandolfo, Kevin Maguire, Paul Castraberti, Michele Santagate Ramirez, Jennifer Cochran Jennings, Kevin Connolly, Ron Travaglini, Richard Kennedy and Kevin McCafferty. 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 lead by Senior, Mike Colangelo and Juniors, Brian Ross and Bill Lyons, finishing 7 and 13. The Girl’s Basketball Team was lead by Jessica Catanese and Kara Diggins, and they finished 17 and 4 meeting Central Catholic in States. The Boy’s Hockey Team was lead by Senior Captains Paul Monaco, Ian Vigneau and Chris Doyle, and finished 6, 12 and 2. The Girl’s Hockey Team lead by Cristy Smyth, Katie Reardon and Jen O’Connell, finished 4 and 16. The Boy’s Gymnastic Team lead by Jourdan Marino and Todd Higden, finished a strong 7 and 1 season. The Girl’s Gymnastic Team, lead by Jaclyn Vigneau finished with a record of 2 and 5. The Boy’s Track Team led by Billy King, Matt McPherson, and Matt Daniels finished 4 and 5. Senior Captains, Stefanie Flynn, Nicole LaBombard, and Stephanie McCann led the Girl’s Track team, finishing 1 and 8. Captain Doug Stevens led the Boy’s Swim Team to a 3 and 5 record. The Wrestling Team, led by Senior Captain Brian Curtin, and Junior Captains Kevin McNeill and Mike Atlas, had a very successful season, ending with a record of 18 and 7. Mike Atlas was named Division 2 North Sectional and State Champion.

The Athletic Department’s Spring program included the Boy’s Baseball Team, this year led by Senior Captains Paul O’Meara and Matt McPherson, finishing with a record of 12 and 10. League All Stars included Ben Read and Dan Georgette. Softball had another outstanding season with a record of 19 and 4 and League Champions, which qualified them for the tournament. They lost in the third round. League All Stars included Stephanie Mason, Melissa Hanafin and Jacqui Riley. Lacrosse led by Eric Imlach and Chris Doyle finished 9 and 8 making it to the tournament and losing to Medfield in the first round. Boy’s Tennis lead by Captain Matt Daniels and Rahul Parwani finished 6 and 12. Girl’s Tennis was lead by Leigh Ann Pierce and Erica

Wong and finished with a record of 9 and 9. They lost to Central Catholic in the State Tournament. Boy's Track finished 7 and 2 lead by Captains Billy King, Sage Costa and Andrew Stewart. Billy King was named League All Star in the 200 meter, Jay Thorstenson in the 300 I.H, Marc Strout 800 and Christ DiDonato in Javelin. Senior Captains Jessica Catanese, Amy Alexander, Stephanie McCann, Erica Sheehan and Stefanie Flynn led the Girl's Track Team, finishing 6, 2 and 1. Jessica Catanese was League All Star.

The Fall Sports program started with the Football Team's 7 and 4 record, lead by Captains Rich Biagiotti, Matt DeRosa, and Kevin McNeill. League All Stars included Matt DeRosa, Rich Biagiotti, and Chris Prato. The Boy's Soccer Team, lead by Senior Captains Chris Sutherland, Peter Arsenault, and David Tromp finished 1, 12 and 5. Chris Sutherland was League All Star. The Girl's Soccer Team, lead by Anne Chandonnet, Joanne Ricardelli, and Bonnie Graham finished with an 8, and 5 record, qualifying them for the tournament. The Golf Team was lead by Mark Murphy and John Mooney finishing 1 and 8. Boy's Cross-Country, lead by Paul Nichols, Yianni Skourtis and Dan Fitzpatrick finished 1 and 8 and the Girl's, led by Beth Callahan, finished 1 and 8. Girl's Swimming and Diving finished 4 and 6 led by Michelle Kavalchuck. Field Hockey finished 1, 16 and 1, led by Jacqui Riley, Kristin Mahoney and Elizabeth Orgettas. The Competition Cheering Squad also had a great season finishing first in the Middlesex League Division II Competition. The Athletic Department would like to congratulate all the athletes.

The Athletic Department would like to recognize three individuals for contributing over and above to the athletic program. Boy's Gymnastics Coach Rick Hayes doubles as the Equipment Manager for all sports, doing a great job with the uniforms and equipment for all varsity and sub-varsity programs. Lynda Bannon and Amy Doughty, the athletic trainers, are a valuable asset to the program, caring for our injured athletes while keeping safety a priority on all fields of play.

Respectfully submitted,

Edward L. Gillis
Athletic Director

HIGH SCHOOL LIBRARY

The Joan F. Miles Library has a new head librarian. Margaret A. Hallisey retired after years of dedicated service to the students and faculty of Burlington High School. Susan Kelley DiSanto was hired in July 2002 to fill the position. Ms. Kelley DiSanto comes from an elementary and middle school background and is excited about working with and providing library/media services to high school students.

The School year began with reading and commenting on all summer reading projects. Posters and book jackets were displayed in the library and the foyer. A day was set aside for all students and staff who read *Farewell to Manzanar*, the book chosen to fit the school wide theme of Tolerance. Many students met in the auditorium with our guest speakers. A pizza lunch was then enjoyed by all.

In an effort to get to know the high school curriculum and collaborate with staff, the librarian met individually with many teachers. As a result of these meetings new book lists were created for specific projects and Internet "Hot Lists" were developed. These lists, as well as upcoming projects were given to the town librarian.

In working to comply with the NEASC standards for school resources for learning, and to align the library collection with the Massachusetts Frameworks, the library staff has added more than 1,000 new titles in both print and non-print formats, including video's and books on tape, periodicals, and online databases. The library staff hosted an Open House in December to showcase all new acquisitions for staff and administrators.

The librarian has an excellent, dedicated staff and the support of faculty and administration. She is happy to have the opportunity to work in the Burlington school district, to connect with the town librarian, and to continue to provide information literacy skills to the students, and faculty at the high school.

Respectfully submitted,

Susan Kelley DiSanto
Library Media Specialist

MARSHALL SIMONDS MIDDLE SCHOOL

Marshall Simonds Middle School continued to address the academic and developmental needs of 860 sixth, seventh, and eighth grade students in 2002. All students were challenged by grade level semester assessment exams and the well-publicized Massachusetts Comprehensive Assessment (MCAS) tests. The arts were not neglected as several hundred boys and girls participated in band and chorus activity, school assemblies, and the annual "Night of Vaudeville". Individual students were recognized for outstanding scholarship, citizenship, and special talents.

Technology continued to be an important area for emphasis at the middle school. PowerPoint presentations in health, the use of Alpha Smarts in family and consumer science, math, social studies, and language arts, the creation of a web page for teaching grade seven literature, lessons that integrate technology into finance lessons in grade six mathematics, and a wide range of web site assignments represent a sampling of current technology projects.

The M.S.M.S. Physical Education Department was awarded a Massachusetts Department of Education Adoption Grant called "Turn Up the Heat". HEAT stands for Health Education and Technology. The grant funded heart rate monitors, computers, software, and professional development. The technology included fitnessgram software and personal digital assistants for recording student progress on a daily basis, global positional satellite devices, a digital camera, and a multimedia projector. This technology initiative contributed to the selection of the Marshall Simonds Middle School Physical Education Program as the 2002 winner of the *Massachusetts Association for Health, Physical Education, Recreation, and Dance Quality Middle School Physical Education Program of The Year Award*.

The results of the 2002 MCAS tests were most gratifying. Students were evaluated in grade 6 math, grade 7 English language arts, and grade 8 math and history and social science. The number of students failing math decreased significantly, the social studies scores were among the highest in the state and over 81% of the middle school students tested in English language arts received proficient or advanced scores.

During the month of November, Marshall Simonds received a school performance rating report from the Department of Education. Performance and improvement rating for Massachusetts public schools and districts are

issued every two years. Ratings are based on student performance on MCAS tests. Ratings are used to track schools progress toward meeting the goal of all students achieving proficiency in English language arts and mathematics. The proficiency index for M.S.M.S. seventh and eighth graders in English language arts was 93.4 which is considered to be the very highest performance rating. The middle school mathematics score was 75.5, a moderate rating but considered to be above target in school improvement expectations. Marshall Simonds continues to place a high priority on MCAS improvement by aligning school curriculums with state curriculum frameworks, offering an after-school MCAS Prep course for eighth graders and extensively reviewing individual student scores, subject area sub scores, and comparisons of results from previous years.

Five middle school staff members retired in 2002. Virginia Cerrati-Bisson, who taught science for 35 years, Alan Ross, a teacher of science in grade six, after a career of 33 years, and Jacqueline Soltys, who taught art for 31 years. Tutors Marlene Rittenberg and Barbara Royds also retired after many years of dedicated service.

The middle school community was saddened to learn of the death of school maintenance worker Bill Spinosa in June 2002. Bill's 24 years of service to Marshall Simonds as well as other schools in Burlington was truly extraordinary.

Responsive parents, enthusiastic students, and a truly exemplary faculty and support staff will continue to coordinate their efforts to provide exemplary programs and a positive school environment.

Respectfully submitted,

Richard J. Connors
Principal

FOX HILL SCHOOL

Fox Hill School welcomed the following new staff members in 2002: Karen Pepoli, third grade teacher; Ann Burrill, permanent substitute; Kathryn Ford, kindergarten instructional assistant; and Melissa Torres, speech and language assistant.

June 2002 marked the retirement of Rosemarie Tranfaglia, a dedicated and talented educator in the Burlington Public Schools for over 35 years.

Fox Hill School was proud to be named by the Boston Globe one of the top 100 elementary schools in the Commonwealth of Massachusetts, based on MCAS results.

The Fox Hill School Council, comprised of teachers, parents, and community members met monthly in 2002 to identify needs and establish school goals, review the school budget, and create action plans for school improvement. The 2002 Fox Hill School Improvement Plan focused on: increased tutorial services and after school homework and writing programs; support for the *Reach for the Stars Program*, which provides resources for children and parents to implement the Fox Hill Code; completion of maintenance projects; and the support of technology initiatives and the Fox Hill School Website www.Burlington.mec.edu/FH.

Educational priorities for 2002 included: implementation of new spelling and handwriting programs at all grade levels; curriculum coordination and alignment at all grade levels; and the establishment of a school assessment team to create an assessment improvement plan.

Parents and children in the Fox Hill School Community are to be commended for their efforts in contributing to many worthwhile charitable organizations in 2002. Their generosity was responsible for significant contributions to People Helping People, Boston Community Schools, Coats For Kids, Project Bread, and the United Way.

The Fox Hill School Parent Teacher Organization deserves special recognition for the time, energy, caring and support they have devoted to Fox Hill School. The outstanding cultural and educational enrichment programs they sponsor, the generous gifts they donate, and the successful family activities they organize are most significant and valuable assets to our school.

Fox Hill School continues to make a strong commitment to the thorough implementation of the Burlington Public Schools Mission Statement and the Fox Hill Code, in an atmosphere of encouragement and respect.

Respectfully submitted,

Richard J. Benowitz
Principal

FRANCIS WYMAN SCHOOL

The year 2002 was a year of many changes for the Francis Wyman community. Mr. Paul Cabral, a long time Burlington Principal, retired after serving the town for 38 years. He was Principal of the Memorial Annex, Wildwood, and Francis Wyman schools. Gone, but certainly not forgotten, his legacy lives on with the "Artist in Residence" Program. In a tribute to Principal Cabral, our artist this year, David Fichter, who is an international muralist, created a beautiful mural depicting our theme, the "*Joy of Reading*".

There were changes in our staff this year. Mrs. Kathleen Burns was appointed the Principal of the Francis Wyman School after serving six years as the Assistant Principal; she hired Mrs. Irene Roque to fill the vacancy of Assistant Principal. Both the staff and the PTO hosted separate parties for the new Administrative Team.

Programs, activities, and studies continue to be implemented at the Francis Wyman School. Several reading initiatives were implemented with the continuation of the Guided Reading Program, completion of the Guided Reading Resource Room, a summer reading program and Family Math Night and Reading Scavenger Hunt.

A new Student Council was inducted this fall; it is comprised of fifty Grade 4 & 5 students whose focus is in serving their school, their town, and the worldwide community. Thus far, the Student Council has hosted a Halloween reception for the Longmeadow Seniors, donated over 2200 food items during a food drive for the Burlington Food Pantry, assisted in a used-toy drive, and performed a Holiday Presentation for the Burlington Senior Center and one for their school during the holiday season.

Also this fall, FW students participated in the Columbus Day Homecoming Parade that was sponsored by the Burlington Rotary.

An exciting event this fall was the filming of a documentary produced by and for Harvard University in conjunction with the Primary Source's programs. For six consecutive weeks, the Francis Wyman School hosted this weekly after school series on Islam. Approximately 30 Burlington teachers and staff members attended. It was part of the Professional Development, which is ongoing as teachers attend the "Teachers as Scholars" Program and the "Primary Source" sponsored programs.

Other ongoing activities include an “Assessment Study Team” chaired by classroom teachers Mrs. Janis and Mrs. Cummings. We continue to align the curriculum to meet the requirements of MCAS testing expectations. Small tutoring groups have been established to assist students needing extra attention. A “Writing Camp” was conducted this past summer by teachers Mrs. Sosnowski, Ms. Farmer, and Mrs. Babajtis. Approximately 50 students from Grades 1-5 attended. Stories were published, poetry was written, and original skits were shared with parents in a culminating celebration.

As always, the PTO continues to play an integral part in the programs at Francis Wyman. They give tirelessly of their time, effort, and generosity to support educational programs for our students. They are truly a valuable asset for all of us.

The Francis Wyman School Council has been an invaluable team that assists and identifies the needs of the school. This team that is made up of teachers, parents, and community members help to create an action plan for school improvement.

The Francis Wyman Community continues to be a hub of activity with exceptional support from the parents, the PTO, Central Office Administration, and the Burlington School Community. We are grateful to you all.

Respectfully submitted,

Kathleen A. Burns
Principal

MEMORIAL SCHOOL

2002 was a challenging and positive year for Memorial School. Although we lost our computer lab and music room due to overcrowding and lack of space, we have maintained very reasonable class sizes. At the same time, parents and guardians worked hard to get their children to school on time everyday. Our average daily attendance rate for the 2001 – 2002 school year was 95.8 percent. With effective student teacher ratios, a high attendance rate, a solid curriculum supported by good professional development, adequate materials and supplies, and a very strong work ethic, it is no surprise that classroom teachers and support staff at Memorial School were successful in addressing the individual strengths and needs of our students. Based on 2002 MCAS results, The Developmental Reading Assessment and other formal/informal indicators, Memorial School stu-

dents continue to achieve at high levels with the school on target relative to expected annual gains.

During 2002, Memorial School focused on the goals and objectives of the district’s strategic plan.

Here are the district goals (in bold letters) with Memorial’s achievements listed underneath:

Strengthening Burlington’s Educational Program

1. Organized school-based design teams to analyze data, identify strengths and weaknesses, prioritize needs, and develop action plans.
2. Facilitated school representation on all curriculum review committees and focused professional development/training on district and school initiatives.

Student Learning and Standards Based Education

1. Identified specific areas of focus as defined by state standards and district initiatives.
2. Developed annual goals designed to address identified standards.
3. Worked with curriculum facilitators/coordinators and program directors to address identified goals.

Technology Integration

1. Identified and articulated technology integration as a priority goal.
2. Secured necessary software and hardware.
3. Technology specialist and classroom teachers developed projects and activities using technology to support core curricula teaching and learning.

Support Services and Management Operations

1. Maintained open communication within the school system and greater community through newsletters, the media, a web site, open houses, community activities and functions, and representative membership on the school council and PTO.
2. Continued to emphasize our relationship with local institutions of higher education and surrounding districts for the purpose of training staff and recruiting new teachers.
3. Worked with main office team to identify educational and operational needs. Arranged for financial support through local, state, and corporate funding.

Safety and Security

1. As a result of September 11th, reviewed and revised our Safety and Security Plan to address expanded concerns and scenarios.
2. Met with the staff throughout the year to review the plan, keep it fresh in people's mind, and make additions/modifications as necessary.
3. Conducted practice drills designed to address potential emergency situations.

Human Relations and Community Service

1. Revised school values and rules to promote treating others with dignity and respect.
2. Supported our values and rules with policies and programs designed to foster tolerance, kindness, and giving.

In the area of capital improvements, we renovated our cafeteria, refinished the stage floor, and completed the installation of coat cubbies in the primary grade corridor.

I would like to thank the Memorial School faculty and staff; our parents/guardians and friends, especially the School Committee, our PTO and School Council; the Superintendent and his administration; and, most important, the girls and boys of Memorial School. These people work very hard to make sure our school is a safe, pleasant, and interesting place to teach and learn. I am very grateful to them.

Respectfully submitted,

Robert Teel, Principal

PINE GLEN SCHOOL

The Pine Glen School had several major improvements over the past year. The "buy-a-brick" campaign to raise funds to renovate the school courtyard was very successful. A new brick walkway and new benches have been installed. This coming spring will see the planting of trees and various flowering bushes to complete a Chinese Scholar's Garden. This is a joint venture between the School Improvement Council and myself. In addition to the courtyard, all teachers' bathrooms in the school have been modernized. A new elevator is going to be installed in the building. The elevator will help us comply with our responsibility to be handicapped accessible.

Pine Glen had a veteran teacher retire in October, 2002. Mrs. Susan Mackey retired after many years of service to the Burlington Public Schools. We wish her many happy years of joy and prosperity in her future. Several new staff members joined our faculty this year. Mrs. Heather Gearin became the first grade teacher and Mrs. Kara Murphy is a kindergarten assistant with Miss Kathy Lawless.

The Pine Glen P.T.O. and the School Improvement Council continue to provide leadership and support to our staff and students. Funds for enrichment programs, field trips, reading corps rewards, student of the month stickers and teacher rewards are generously provided on a regular basis. The rapport that exists between the parents and staff is commendable.

Our teachers continue to work very hard to improve the curriculum and to motivate the children to do their very best in every endeavor that they encounter in their school experience. We continue to hold monthly preschool story hours for four year olds. We feel that this program is a great way to get new Pine Glen students ready for the transition to kindergarten. Every day brings new challenges and demands. All of us at Pine Glen try to do the very best that we can do.

Respectfully submitted,

Stephen E. Preston, Jr.
Principal

THE BURLINGTON SCIENCE CENTER

The Science Center continues its efforts in supporting Science in all Burlington Schools. Some of the exciting methods used to create an exciting Science Program this year were:

- The Science of Cats exhibit that featured full size mounts of a male lion, female lion, tiger and two leopards. Students had the opportunity to view the exhibit for a two-week period in each elementary school. The exhibit was also featured at the Burlington Public Library.
- The Science Center Staff along with a dedicated group of elementary classroom teachers produced a series of Assessment Tools to support the Science Curriculum. These efforts were designed to help create a standard base of science knowledge for all Burlington Elementary Students.

- Each fifth grade student was provided with a Science Center developed study guide for Science MCAS preparation.
- The Science Center continued many of its year to year Science Specials such as:

Chick hatching, Reservoir Habitat trips, Tide-pool Trips, Maple Sugaring, Solar Programs, Tadpole Raising, Static and Current Electricity Programs and a variety of exciting physical, earth and natural science classroom lessons.

- Live animal programs once again sparked the curiosity of students. Featured animals included: snakes, turtles/tortoise, owl, hawk, African gray parrot, hedgehog, doves, frogs/toads, ferret, chinchillas and a host of insects/spiders just to name a few.
- The Beaver lodge in the Burlington High School wetland area became a Science Center project. Working with Town Officials, SC staff was involved with the saving of the habitat for instructional purposes this spring. We are looking into working with an Eagle Scout to produce informational signage so that Town residents may enjoy and learn from this fascinating natural wonder.

Respectfully submitted,

John Papadonis, Wendy Pavlicek and Mary Lou McQuinn



Jessica Olin (grade 3) at Fox Hill School is filled with electrons from the Van de Graaf Generator in The Science Center's Static Electricity Program. The wizard of static electricity, Dick Linder is in the background.

COMPUTER APPLICATIONS/MEDIA DEPARTMENT

The computer and media staff has provided a wide range of services and curriculum support to all students, faculty and administration within the school district. We have seen several staff changes. Jim Haynie, our Network Manager for the past four years, took a position as the Computer Director in the Holbrook School system, and Peggy Hallisey our high school Librarian retired after fourteen years of service in the district. Lori McMullen, the secretary for the Computer and Media Services Director, retired in the fall after 23 years of service. These dedicated professionals were very instrumental in the success of our computer and media programs. Their influence will be felt for many years in the future.

This year, a major technical innovation to the school district was the full installation implementation of a district-wide phone system. Members of the computer staff worked with a town-wide committee to design and implement this very important communication system. The result has been an improved communication vehicle for both parents and teachers to use to support the educational process in the school. Phones were placed in every workspace and classroom, and each staff member has a voice mail account.

The elementary computer staff has worked very closely with their fellow teachers to provide support for the integration of technology into the curriculum at each grade level. This collaboration has led to many exciting projects including Power Point presentations, web-quests, multimedia projects and scores of other mini projects related to the core curriculum. The computer staff works with the technical staff to trouble shoot hardware and software problems.

The middle school computer staff has introduced Palm Pilot technologies, GPS activities, multimedia presentations and many long term projects. The computer staff works with staff for project planning and training by grade level, subject area and by special interest. The middle school computer staff and the middle school Physical Education staff implemented a successful state competitive grant award to create a model technology based Physical Education Program which uses computer based technology to assess a number of Physical Education activities to monitor and improve student physical fitness. The team also created a middle school health center, which uses technology to plan a program for improving physical fitness of all middle school students.

At the high school, computer equipment has been updated as part of a staged Technology Master Plan. The pilot project using a wireless networked computer lab for high school Social Studies has been very successful and many students benefit from this use of the technology. The High School Administrative Team has been using laptops to support the reaccreditation planning and data collection for the high school. The teaching staff has networked technology for use in their classroom at Burlington High School. Our YTE Technology Program has been expanded to include an advance course in networking. Planning for a new AP course in Java Net programming is proceeding. The Math Department has a new computer curriculum integration lab, which has been used to tutor and teach students who needed to be retested for MCAS math testing for graduation.

The Library/Media Services Department continues to support instructional learning with equipment, resources, increased Internet access and special project development. The media specialists, at each level, provide important expertise for selection, purchase and distribution of books, reading materials, research materials and direct support to all teachers and students to enrich their learning experiences. The Library/Media centers continue to provide Internet research services for students who seek direct assistance in locating materials on the Internet to complete reports and projects. The media specialists are a vital component for the mastery of research skills, an appreciation for reading, as well as the most knowledgeable source for media literacy within the school district. Each school provides unique opportunities to encourage reading and support the curriculum frameworks in all curricula areas.

The Media and Computer Department staff extends a heartfelt thank you to the townspeople for their continued support of this department to support the learning that takes place within the school district in every classroom and subject area.

Respectfully submitted,

Arthur Fallon

Computer/Media Services Coordinator

MUSIC DEPARTMENT

Many changes occurred in the music staff during the 2002 school year. Marshall Simonds Middle School saw the increase of Lee Beatty's position to full time. Middle School

Band Director and Music Coordinator Steven Correia resigned in October. Chris Holland was hired to take over his teaching responsibilities while John Middleton was appointed as the new Coordinator of Music. Amanda Hird was hired as a part time elementary general music teacher to assist in the enrollment increase at the Fox Hill School.

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 Kerry Gendron. At the Pine Glen School, Susan Lavoie presented her students in performances in May and December. At Fox Hill School, Jeanne Coroniti directed concerts in May and December. Elementary instrumental instructors Kerry Gendron and Mark Napierkowski directed bands at all elementary school performances.

Students at the middle school were featured in concerts in January and May. Throughout the year, young musicians made their presence felt at many other M.S.M.S. activities such as scholar's brunches, team assemblies, and the annual Vaudeville Show. Vocal teacher Donna O'Neill started a new acappella singing group that impressed many audiences. The group recorded a compact disc and performed at the Woburn Mall and other locations. A band awards banquet was held in May to celebrate the achievements of all M.S.M.S. instrumentalists.

The B.H.S. Band, under the direction of Matthew Lovell, enjoyed a full performance schedule during 2002. The year began with a recruitment concert for M.S.M.S. eighth graders on January 21. The B.H.S. Band performed in evening concerts in March, May, and December. The band also participated in the Memorial, Halloween, and Veteran's Day Parades, the Salem High School Invitational Band Show, school assemblies, pep rallies, and the high school graduation ceremony.

This fall the music theory lab was refurbished with new equipment. The Theory I, II, and III classes produced their sixth annual compact disc, "Theory is Life".

B.H.S. choral groups performed in concert under the direction of John Middleton in March, May, and December. The chorus performed in a fall concert, delighted the senior citizens with a performance, and provided entertainment for the Rotary Club holiday luncheon. The group performed at the Great East Festival in Agawam winning silver and gold medals. The chorus students played major roles in

this year's musical, "Fiddler On The Roof". In June, an awards banquet was held to recognize the accomplishments of all band and chorus members.

The music department wishes to thank the community for its continued support of our programs.

Respectfully submitted,

John A. Middleton
Music Coordinator

SUPERVISOR OF ATTENDANCE

The function of the Supervisor of Attendance 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 absenteeism 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 Supervisor of Attendance 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 employment. Copies of these booklets are available to students in the Office of Pupil Services.

The Burlington School System participates in the National School Lunch Program. Eligibility for the program is determined by income guidelines published by the Federal Government. Any student attending grades K-12 may make application for free or reduced priced meals. These applications are available at the schools. Applications are accepted and processed at anytime during the school year.

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,

Monica J. Curtin
Supervisor of Attendance

SCHOOL NURSES

The school nurses continued to meet the challenge, maintain high level of competence and provide skilled nursing care to the children in Burlington Schools. Each school employs a full time registered nurse, and we practice in accordance with the Board of Registration in Nursing and Massachusetts Department of Public Health guidelines. Basic school health services typically include health assessments (both population based and individual), care of children with special health care needs, administration of medication, emergency care, health education and management of communicable diseases.

The 2002 school year brought about changes for the school nurses. Leslie Hunter, RN, BSN replaced Elizabeth Murphy as the Memorial School nurse. We thank Mrs. Murphy for the expert care and professionalism she shared with the students and staff of Burlington Public Schools, and wish her a wonderful retirement.

The following is a summary of the services that were provided during the school year:

Health room visits by students:	47,331
Health room visits by staff:	2,017
Student dismissals:	2,123
Health counseling and education provided to parents and students:	5,940
Medication administration:	14,623
Individual Health Care Plans implemented:	29

Screening for health problems, specifically hearing, vision, height, and weight were conducted for all children in kindergarten through grade twelve. Children in the elementary and middle school were screened for head lice. This is

an important component of our school health program, and designed to detect previously unrecognized conditions or illness as early as possible in order to provide early intervention and limit potential disability. Children in grades five through nine were screened for scoliosis. The following were referrals for further evaluation.

Hearing:	79
Vision:	102
Scoliosis:	32

The Hepatitis B vaccine was administered to 110 children at the Marshall Simonds Middle School. Our thanks to Judy Baggs, the Public Health Nurse and to Mr. Connors and Mrs. Abati for their assistance.

Classroom teaching, concerning such topics as puberty, hygiene, handwashing and head lice, were conducted. Nurses also served on several committees, such as School Accreditation, Drug and Alcohol Task Force and Emergency Response Team, School Counsel, Mental Health Response Team, and Crisis Intervention Team.

As always, we thank the Administration and School Committee for their recognition and words of appreciation on School Nurses Day. We look forward to another school year and the opportunity to serve the students, parents and staff with expert nursing care.

Respectfully submitted,

Paula A. Hayes, RN, MSN
Supervisor of School Nurses

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 were courteous and orderly during the physicals and I thank them. My thanks go to all the nurses and trainers for organizing and coordinating the student physicals. This difficult task ran smoothly because of their efforts.

Congratulations to the football team and their coaches for the best year of football that I have seen in my 18 years with the school department. Their determination and stamina under pressure and stiff competition was 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 18 years.

Respectfully submitted,

Gary L. Goldfarb, M.D., F.A.A.P.
School Physician

BUILDINGS & GROUNDS

During the past year the Buildings and Grounds Department completed improvements to the Food Service Department and security improvements to all elementary schools.

A new ceramic tile floor was installed in the serving area of the Burlington High School cafeteria replacing an original installation. At the Fox Hill School a new commercial dishwasher was installed in the kitchen. A May 2002 warrant article funded both improvements and work was completed by September 2002. Card access door security hardware has been installed at all elementary schools completing the installation of this security measure. Designated doors at all schools now allow access to staff during specific times and limits access to others to front entrances or other designated doors. This also was funded by a May 2002 warrant article and completed by years end.

The Buildings and Grounds Department had three retirements during the past year.

Retiring were Ron Danielson, Senior Custodian at Burlington High, Richard Griffin, Building Custodian at Burlington High, and David Gardner, Building Custodian at Marshall Simonds Middle School. The combined service to the Burlington School Department for these three individuals exceeded one hundred years. Their dedication, hard work and willingness to make the School Department a better place for learning will be sorely missed. We wish them the best in their retirement.

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 Teachers 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

SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT



Shawsheen's coaches and representative athletes show their pride and pleasure in winning the 2002 Walter Markham Memorial Award.

First row, from left, kneeling: P.T. O'Connor, Tennis; Derek Vacca, Football; Kyle Sella, Golf; T.J. O'Leary, Boys Soccer. (Photo taken by Barbara Parente)

Middle Row left to right: Tom Tringale, swimming; Stefanie Strazzere, Girls Soccer; Ashley Morgado, Girls Basketball; Mike Gore, Football; Arelis Cardona, Volleyball; Chris Lucas, Cross Country; Adam Lucas, Spring Track; Jenn Elwell, Softball; Jeff Paquette, Hockey; Kevin McCauley, Baseball; Brian Gird, Wrestling.

Back Row left to right: Chet Flynn Volleyball; Anthony Fiore, Swimming; Jack Viveiros, Girls Soccer; Ken Gabriel, Assistant Athletic Director; Tom Gagnon, Cross Country and Spring Track; Roger Bourgeois, Boys Basketball; Al Costabile, Football; Ron Nowakowski, Athletic Director; Charles Lyons, Superintendent-Director; Peter Back, Golf and Tennis; Bill Ritchie, Girls Basketball; Bill Gordon, Hockey; Kevin Bloom Baseball; Mark Donovan, Wrestling; Richard Barriss, Boys Soccer.

The Shawsheen Valley Regional Vocational/Technical High School District is pleased to submit its 2002 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 33rd anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

A ten-member elected School Committee governs the District. Elected representatives of the Regional School Committee are: Mark Trifiro and Donald Drouin from Bedford; Kenneth L. Buffum, Vice Chairman, and Bernard F. Hoar, Treasurer, from Billerica; John P. Miller, Chairman and Alfred Verrier from Burlington; J. Peter Downing and Patricia W. Meuse from Tewksbury; and James M. Gillis, Secretary 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 twenty-six regional vocational technical school districts in Massachusetts. Eleven hundred and ninety-two high school students were enrolled in SVTHS's day school programs in October of 2002, and more than 600 adults participated in the school's varied adult and continuing education courses.

The high school graduating class of 2002 numbered 244 seniors. By September of 2002, forty-three percent of Shawsheen Tech graduates were employed in their area of expertise; forty-two percent of the graduates were pursuing higher education; five percent were entered into the military forces; and six percent were employed in other trade areas.

Academic Programs

MCAS Performance: In the spring of 2002, 87% of SVTHS's sophomores passed the English Language Arts (ELA) MCAS test, improving the 78% passing rate of the preceding year's tenth graders. In fact, the 87% mark, which ranked highest among all Massachusetts vocational technical high school passing rates, significantly exceeded the Department of Education's expected improvement for SVTHS. Both the number and percent of the school's students who scored within the "Advanced" range on the ELA MCAS test were also pre-eminent among all statewide vocational-technical populations. SVTHS's regular-education population passed the ELA MCAS test in record numbers, exceeding the state's regular-ed passing rate by five percent. Similarly, this school's learning-disabled (LD) population improved all previous ELA MCAS performances, exceeding the statewide LD passing rate by eleven percent. Ninety-three percent of all students in the Class of 2003 had passed the ELA MCAS by January of 2003.

By January of 2003, 76% of the Class of 2003 had passed the math portion of the MCAS test. SVTHS is very optimistic with the math performance on the December 2002

retest and is projecting that most of the students scheduled to graduate with the class of 2003 will pass the math after their fourth attempt at fielding the test.

Academic Support Services: Supported by supplementary funds secured by grants awarded by the Department of Education, academic support services were expanded in order to assist students prepare for MCAS testing. One-on-one tutoring sessions were made available before, during, and after school. Special MCAS math sessions were well attended on Saturday mornings. An MCAS writing lab was added to the Applied Math program and was offered four days a week during the summer session. Student surveys revealed extremely enthusiastic reaction to the extra help sessions. Post testing has indicated significant improvement in math and writing proficiencies of those students who took advantage of those MCAS help sessions.

Faculty Job Satisfaction: A survey conducted during professional workshops held in early January revealed unanimous job satisfaction among SVTHS teachers. The teaching staff attributed job satisfaction to collegiality, professional respect, excellent (especially technological) teaching resources, fair salary and benefits, valued administrative support, and well-behaved and enthusiastic students.

World Language Course Offered: In September of 2002, SVTHS expanded its academic offerings with the addition of an evening Spanish elective taught by Mrs. Kathleen Kelley, a certified world-language teacher and a member of the Westford Academy faculty. Instruction to SVTHS students is scheduled on Tuesdays and Thursdays from 7- 9:00 p.m. Spanish I is offered during the first semester, and Spanish II is offered during the second semester.

Twenty-five students recently completed this class during the fall of 2002 and plan to continue their language studies in Spanish II during the spring of 2003.

Performing Arts: During the 2001-2002 school year, SVTHS celebrated a rebirth in the area of performing arts. The Drama Club was reactivated under the energized leadership of Drama Club Advisor, Angela Caira. In early June, "A Broadway Review" was performed to a packed house in the Billerica Memorial High School Auditorium. The two-hour musical medley included hits from *Annie*, *42nd Street*, *West Side Story*, *Phantom of the Opera*, *Les Miserables*, *The Sound of Music*, *South Pacific* and *Grease*. SVTHS students exhibited their talents in choreography, vocal performances, stage design, and lighting.

Recycling: The Student Council — under the direction of Ellen Mountain, Council advisor and member of the English Language Arts faculty — initiated a school recycling program during the school year. The group maintains fourteen recycling bins in locations throughout the school. Students and their advisor sorted, collected and deposited all recycling materials during homeroom period and after school. Participation in the recycling effort expanded to include recycling printer cartridges in addition to paper products.

Athletics

The athletic program was honored with the Walter Markham Award, presented annually by the *Boston Globe* in recognition of the most successful vocational-school athletic program in the Commonwealth. This is the second time in four years SVTHS has received this prestigious award.

Over 350 students participated in interscholastic athletics, capturing Commonwealth Athletic Conference championships in boy's soccer, football cheerleading, ice hockey, basketball cheerleading, softball, and baseball. Boys' soccer, girls' soccer, girls' basketball, ice hockey, boys' basketball, baseball, and softball qualified teams for state-tournament play. The softball team won the state vocational title. The baseball, boys' soccer, and wrestling teams also qualified for the state vocational tournament.

In addition to these outstanding teams, SVTHS athletics developed pre-eminent individuals. Jennifer Elwell of Tewksbury and Scott Wiitala of Billerica were selected to the *Boston Globe* and *Boston Herald* All-Scholastic softball and wrestling teams respectively. Scott was a Division 1 State Champ in wrestling. Ashley Morgado of Wilmington became a 1000-point scorer in girls' basketball.

Building and Grounds

Energy efficient lighting was installed in all computer rooms, the gymnasium, and library, the Internet technology shop, the technical illustration shop, and the business technology shop. This new lighting was entirely funded by a grant from the Massachusetts Electric School Initiative Program.

The plumbing students installed a new Americans-with-Disabilities-Act specified interior bathroom.

Extensive repairs were made to windows and doors. All exterior single pane windows were removed and replaced with double thermo pane windows. Replacement doors and

window fronts were added to the four main entrances of the school. The Kalwall around the gymnasium and pool was replaced. A new roof was installed above the pool, and the exterior façade of the building was painted.

Adult Evening School: The Adult Evening School continues to offer a wide variety of opportunities to adults interested in expanding their knowledge and skills. More than thirty courses are offered during both the fall and spring semester. The enrollment in these courses has exceeded six hundred adult learners during the past year. Course offerings include 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 call Mr. Raymond Callahan, Adult Education Coordinator at (978) 667-2111 for information and/or a brochure.

School of Practical Nursing: The School of Practical Nursing graduated a class of thirty-one Licensed Practical Nurses during commencement exercises in June for its eighth graduating class. Since its inception in September of 1994, a total of two hundred fifty-seven 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 licensed practical nurse 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 Assistant Director Patricia Noonan at (978) 671-3646.

Middle School Career Awareness: Over 350 middle school students from the sixth, seventh and eighth grades of the five district towns participated in career awareness activities at SVTHS after school during the winter of 2002. Each student was provided with the opportunity to spend a total of five hours exploring each of eleven different career path options encompassing the manufacturing, transportation, services, information technology and construction industries. Mr. Mark Small administers this program. He can be reached at (978) 671-3615 for registration information. The program is free of charge and is available for 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 with 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 these institutions. These "Tech Prep" articulation agreements serve to further develop career paths for our graduates, maximizes their interest in obtaining advanced degrees in their vocational-technical areas, and assures that they are engaged in a post-secondary educational career path that is both relevant and rewarding.

Summer School: SVTHS offered sixteen courses to one hundred and sixty-seven students from surrounding towns and school systems during the summer of 2002. Courses were offered in Numeration and Data Analysis; Geometric Functions and Relations; Algebra 1; Algebra 2; Geometry; English 9, 10, 11, and 12; U.S. History; World History (Civilization); Lab Physical Science; Lab Biology; Earth Science; Physical Education; and Health. In addition, developmental and remedial instruction was offered by certified Consulting Teachers of Reading using traditional and technologically-assisted instruction. Individuals seeking summer-school information should contact the Dr. Robert Kanellas, the Summer Coordinator, at 978-671-3631.

Computer Services

Mr. Michael Sullivan, Director of Computer Services, and his staff implemented a new web-based and staff friendly Student Information System from IMG Software called iPASS. All student-information records from the old system were migrated to the new system. Academic student scheduling, as well as ninth grade exploratory scheduling, was successfully completed for the start of the school year. The comprehensive system also includes an on-line daily attendance system, on which teachers complete daily attendance from their homeroom. The Dean's Office was provided with a new module for tracking all student discipline events. Teachers have access to students' biographical, grade, attendance, and discipline information from any computer in the school. At the conclusion of the first marking period, teachers entered all grades on-line and printed verification sheets. A new and more concise report-card layout along with a new student transcript was also developed.

Mr. Scott Ialuna was hired as the Network Administrator in the Computer Services Department. The computer staff worked on network system improvements during the summer that included better response time for logons, a new application server for the mathematics department, and a new backup system. At the end of the year, the Computer Services Department upgraded their electrical service to better support the current offerings as well as provide for anticipated growth.

In July, SVTHS received a grant from the Sun Microsystems Foundation for equipment valued at \$155,000. The Computer Services Department will apply the grant to the establishment of a new Unix lab. In addition, the Internet Technology and Computer Services staff is enrolled in an instructor-training program through CISCO Academy – which, in turn, will enable SVTHS students to participate in the Unix Certification program in 2003.

In the fall, the Computer Services staff installed three new application packages for the mathematics department and upgraded the computer labs to utilize the packages. The mathematics packages were Plato, Success Maker 5.4, and Sketchpad. The Computer Services staff also updated one mathematics classroom and two special education classrooms with new computers to support the new software.

Dean of Students

The Dean's office, through the efforts of Ms. Christine Tobin, is coordinating Project 540, a nationwide initiative involving 250 high schools designed to encourage and engage young people in active citizenship. This project is made possible by a grant from the Pew Charitable Trusts. Project 540 brings students, teachers, and administrators together to explore how high schools can become better platforms for young people to get involved in the public life of their communities.

Another project coordinated by the Dean's office and Ms. Tobin is an awareness group related to teen dating violence. This group will broaden students' understanding of dating violence, and student trainers will be able to effectively communicate to their peers important safeguards for preventing such violence. The group meets weekly before school and once a month after school to discuss issues of prevention and to raise consciousness in regard to this important topic of concern.

Guidance

Admissions: Three hundred and twenty of four hundred and sixty ninth-grade applicants enrolled in the fall of 2002. These statistics represent an ongoing trend of increased interest in the educational opportunities offered at SVTHS – which, during the past three years, has resulted in the steady growth of the school's admission waiting list.

College and Career Planning Night: In early November, SVTHS hosted a college and career planning night for juniors and seniors. In addition to SVTHS students and their parents, invitations were extended to eleventh and twelfth-grade students of the five District towns. Over 450 people attended.

This effort was supported by thirty-one local colleges, a cross section of the industrial community, and personnel representing the various branches of the Armed Forces. A representative from the Massachusetts Educational Financing Authority (MEFA) presented a comprehensive overview of the financial aid process as well as multiple resources to assist students and their parents in obtaining financial assistance.

Cooperative Education Program: In the fall of their senior year, eligible students begin employment as either apprentices or cooperative interns with local companies during their vocational/technical week. In December of 2002, eighty-seven seniors were enrolled in the Cooperative Education Partnership, gaining valuable experience with area companies. Over 250 area businesspersons serve on Shawsheen Tech's Craft Advisory Committee, monitoring and ensuring up-to-date curriculum, equipment, content and technology. The local businesspersons meet twice each year with SVTHS administrators and are among the first to hire graduates from school programs for which they actively serve as consultants.

School Council

During the 2001-2002 school year, the School Council, co-chaired by Assistant Superintendent-Director/Principal Robert Cunningham and parent Nancy Higgins, reviewed and recommended the initial school budget prior to submission to the School Committee and endorsed a new School Improvement Plan that enhanced curriculum standards, students' attitude for success, guidance services, communication, parent involvement, computer applications, professional development, and building needs.

Technical Programs

Effective July 1, 2002, John Lavoie joined Shawsheen Tech as the Director of Vocational/Technical Programs. From 1973 until 1996, Mr. Lavoie was employed at Greater Lawrence as a Carpentry Instructor in both shop and related settings. He later served as Chairperson of the Carpentry Department. He coordinated house-building projects and served on many school improvement committees. For the past six years, Mr. Lavoie has served as the Construction Cluster Chairperson at Greater Lowell Regional Vocational Technical School.

Air Conditioning & Refrigeration (ACR): ACR's shop environment has been upgraded with the addition of a newly painted mezzanine and new windows. Both have contributed to a brighter, more open and safer learning environment. New workstations have also been designed and constructed to facilitate troubleshooting activities as part of the curriculum. In addition, the twelfth-grade curriculum has been revised to include a new software program called Wright-Soft, which is used to calculate heat loss and heat gains. The ACR program continues to train its students on the latest refrigeration and heating equipment, an effort facilitated by the donations of its advisory committee members.

The ACR program trains its students on real, live work and provides support to the maintenance staff through its maintenance curriculum. As a result of this program, the following projects have been completed:

- Installation of a central air conditioning unit in two science labs.
- Installation of an air conditioning and heating unit in the automotive-related room.
- Installation of a 36" ventilation duct in the automotive shop.
- Installation of two 4-ton air conditioning units in the electronics shop.
- Installation of two air conditioning and heating units for the field house.
- Installation of PVC condensation drains for the rooftop air conditioning units.
- Design and installation of a 40' x 4' exhaust hood in the metal fabrication shop.

Auto Body: The Auto Body program is certified by the National Automotive Technician Education Foundation (NATEF), whose single mission is to improve the quality of

automotive service and repair. When the new automotive computer lab is completed, auto body students will be able to access the NATEF curriculum on the Internet, keeping students current with the latest automotive technology. Based on the advisory committee's recommendation, the auto body program is developing an electronics component, a curriculum modification necessitated by the many electronics in new vehicles.

Automotive: The Automotive Department is in the final phase of renovating and upgrading its related theory classroom. The necessary upgrading of the electrical wiring to accommodate its state-of-the-art computer system has been completed. In early January, the students will have access to a program called Automotive Information System using one of twenty Internet-ready computers at their desks. 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 repair data for every car used for demonstration or service.

The newly renovated related classroom includes many instructional aids, including engine mock-ups, parts displays, posters and even a full-size break away car — all of which are important elements of formal related instruction supporting students' visual connections to, understanding of, and interest in theory instruction.

Certified by the National Automotive Technician Education Foundation (NATEF), the Automotive curriculum, equipment and tools meet the required standards. All instructors in the program are Automotive Service Excellence (ASE) certified expert technicians and are committed to maintaining state-of-the-art knowledge and skills. As a result of their commitment, students are prepared to meet the standards of a constantly changing industry.

Business Information Services: The supervised externship program, which was implemented last year, continues to be a success. Students are gaining important office skills and provide support and needed help to area town facilities during a time of fiscal restraints. Many of last year's seniors have continued in their positions as full-time employees at the various local businesses and town facilities.

After its design is completed by SVTHS drafting students, the business labs will be renovated to meet the industry technology standards. Changes will include infra-

structure, equipment, and furniture. The completion of the project will provide students with a safer and improved learning environment.

As a result of advisory recommendations and faculty initiative, the curriculum was revised to support students' Microsoft Office certification. Marketing competencies have also been added to the tenth-grade curriculum this year to expand students' post-graduation opportunities. These competencies are developed through the operation of the school 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, has entered into a partnership with the Billerica Housing Authority. SVTHS students began constructing a split-level house, which will be turned over to the Housing Authority upon completion. This outside project not only provides students with valuable live work that develops trade-specific competencies but also fosters students' commitment to community and their compassion for fellow human beings.

Cosmetology: The Cosmetology Department has initiated a community-based program in which teachers accompany tenth- and twelfth-grade students to District nursing homes, senior centers and assisted-living facilities to provide cosmetology services. This program provides students with real, live work and at the same time instills compassion for our elderly population. In addition, many of our local elderly citizens take advantage of cosmetology services at the school on a regular basis.

The cosmetology program will be revising its curriculum to include Cyberimaging, which was recommended by the advisory committee this year. This innovation will provide students with competencies to obtain employment in salons with the state-of-the-art technology in hair design.

Culinary Arts: The Culinary Arts Department has made numerous renovations in its shop environment. In part, these include the installation of a new floor in the walk-in freezer, the replacement of an old wooden storage unit with metal shelving, and the replacement of a leaking oversized faucet in one of the kitchen's two designated hand sinks. A toilet was also removed in favor of additional storage space. A four-door reach-in refrigerator and a cabinet-style food warmer – two important pieces of equipment – were also purchased.

The operation of the guest dining room continues to be a valuable component of the Culinary program. The dining room provides reasonably priced, public access to the Shawsheen culinary experience four days a week (Tuesday through Friday). Residents interested in enjoying lunch in the Rams Head Dining room are invited to contact Ms. Beverly Pantano at (978) 671-3668 for reservations.

Another key element in the Culinary program is the bakery, where students learn to bake creative breads and pastry and where they operating a retail bakery, also open to the public four days a week. Residents may call (978) 671-3674 to order bake goods or visit the bakery between 9:30 a.m. to 1:30 p.m., Tuesdays through Fridays when school is in session.

Diesel: Both the infrastructure and the equipment of the Diesel Department have been improved during the past year. The bay doors and trim were painted, giving the shop a new and clean appearance. A new 16,000-pound twin post lift has been installed, and an electric rechargeable fork truck was obtained.

In order to keep the curriculum apace with current technology, a DVD system for Mitchell on Demand as well as a chip for the OTC and STAR engine analyzing equipment was purchased. All textbooks in the related program were updated.

In June of 2002, the Diesel program became NATEF certified. All instructors in the program are ASE certified in all areas of instruction, and Mr. John Havens is an evaluation team leader for the organization. As a result of the program's recent NATEF certification, students have earned their ASE refrigerant recovery certification. A number of students have also received national certification from the Coordinating Committee for Automotive Repair in safety and hazardous material handling.

Drafting: On December 6, 2002, the American Drafting and Design Association awarded the drafting program a national certification for its curriculum. The Association's application committee was so impressed with the application — which includes a complete detail of the curriculum, equipment and instructors' credentials — that they awarded the certification without a team visit. The drafting program at SVTHS is the first program in the Commonwealth to receive this national certification.

Funds were made available to continue shop modernization plans with the purchase of the following equipment:

- 14 Dell computers
- 33 planner lab stations
- 28 planner activity tables
- 31 swivel arm chairs
- 4 Hewlett Packard DeskJet 1220c printers

With the recent upgrading of software recommendations, the drafting staff has made some revisions in the program's curriculum. The students are now learning Pro-E for an analyst of properties and G.I.S terrain modeling. The collective efforts of the drafting instructors to improve their program have resulted in the Commonwealth's most technologically advanced high-school drafting program and an outstanding learning environment for SVTHS students.

Electronics: The instructors in the Electronics Department have initiated student training in A+, the basics of computer repair, and they have been developing a curriculum that aligns with the recently completed Certificate of Occupational Proficiency's task list for Electronics.

Mr. Frank Harrington and Mr. William Jackson, both of whom have extensive experience in the electronics and computer industry, have been hired as instructors to affect the curriculum and technological changes in the Electronics program.

Electrical: During the recent year, Electrical students developed a wide range of competencies resulting from their work on outside projects. Students wired SVTHS's new field house and concession stand, a new automotive related classroom, and a computer lab — gaining important industrial-wiring skills and knowledge. Students also wired a home that was constructed for the Billerica Housing Authority, gaining important residential skills and knowledge. Students also gained important electrical-maintenance skills and knowledge in various school-based projects.

The Electrical program's curriculum has been revised to include competencies developed as a result of new-equipment donations by Interstate Electrical and Tocco Electrical, both of Billerica. The equipment includes a 2 _" to 4" hydraulic bender and a 30 KVA dry type transformer three phase.

Graphics: The students in the Graphics program developed valuable competencies by completing various printing projects for the school and District towns. The students also oversaw the copy center, which services teachers and administrators by reproducing materials like student handouts, exams, and instructional worksheets.

Health: The placement of seniors in the Health Department's externship program remained impressively high as all twelfth graders secured positions within the program at either a medical facility or a nursing home during the first week of school. This externship program provides students with work experience under real conditions – an instructional variable not possible in a high-school setting. Many current seniors have been placed on co-op as Certified Nursing Assistants, Medical Assistants, and child care aids. Both the externship and co-op placement rates strongly suggest that the Health curriculum effectively prepares students for today's job market. The Medical Assistant curriculum will be complemented by visual field training in response to advisory committee recommendations and post-graduation placement opportunities.

Internet: With his recent arrival as an instructor in the Internet Department, Mr. Robert Galante brought a strong background in computer repair and networking, which has supported the addition of A+ training to the program's curriculum. Most of the certification training is facilitated by computers recently purchased as "knockdown" (disassembled) units, which allow students assembly, troubleshooting, and repair experience. Upon completion of this training, students will have the opportunity to take the A+ certification exam.

Students in the Internet program are also exposed to the Cisco curriculum, whose objectives are aligned with Certified Network Administrator Certification. This curriculum will prepare students to take a certification exam as seniors.

Instruction within the program has recently benefited by the development of on-line notebooks, in which students save and update Internet lessons.

Based on advisory recommendations, the Internet program has upgraded its curriculum with the addition of instruction in CSS, Flash, PHP, UNIX, and Visual Basic. In addition, the Department is currently developing on-line Internet curriculum.

The students have been involved in many community projects this year, including:

- Massachusetts Alliance for the Promotion of Sportsmanship (MAPS)
- National Guard Unit
- Upgrade Shawsheen Valley Technical High School website

- Construction of Career Day's Website

Machine Technology: The Machine Technology program recently satisfied the recertification requirements of The National Institute for Metalworking Skills (NIMS) and was awarded recertification this year. Continuation of this certification was contingent upon students' earning credentials in the areas in which the program is certified. A minimum of 25% of the students were required to pass a Level I exam, and 50% were required to pass Level II. As a result of meeting this criteria, NIMS has extended the certification until January 1, 2006. Due to the quality of the machine technology program and the instructor qualifications, NIMS has recruited the instructors to become part of their evaluation team for other schools throughout the state.

In order to maintain up-to-date and safe equipment, the Machine Technology program had four lathes rebuilt this year. The safety initiative will continue at this pace until all lathes are eventually rebuilt.

At the fall joint conference of the Massachusetts Association of School Committees and the Massachusetts Association of Schools Superintendents at the Worcester Centrum Center, Machine Technology students teamed with Drafting students to present a high-technology demonstration. Using Master Cam software, the Machine students manufactured a product designed by the Drafting students, who used Pro Desktop software.

The Machine Technology curriculum has been updated to include the latest Computer Numerical Control (CNC) technology and version of Mastercam software (Version 9). Three new Dell computers were purchased this year to accommodate the increased student population.

Masonry: Since the beginning of the school year, the Masonry students have worked on the construction of the new field house and concession stand. This project has allowed the students to develop advanced competencies that include the construction of quoin corners and brick projections around all windows and doors as well as the tiling of all shower stalls. When this project is complete, the Masonry students will have laid over 20,000 bricks and 6,000 blocks; they will have poured and finished 150 yards of concrete; and they will have installed 300 square feet of tile.

In response to local employment opportunities and advisory-committee recommendations, the Masonry curriculum was updated to include marble and granite competencies. In addition, twelfth-grade students completed a

ten-hour OSHA safety course, enhancing their post-graduation employment opportunities.

Metal Fabrication: The Metal Fabrication program upgraded its equipment this year with the purchase of a new iron-work machine and metal finishing equipment. The metal finishing equipment has allowed the instructors to include metal finishing competencies in the program's curriculum, increasing career opportunities for students. Because the Metal Fabrication program is a NIMS certified program, the students will have the opportunity to take the NIMS certification exam this year.

Plumbing: Plumbing students are currently involved in important, concurrent tasks within the community. They are developing industrial-plumbing skills as they work on the SVTHS field-house project, and — at the same time — they are developing residential-plumbing skills as they plumb and install the heating system for the Billerica Housing Authority house project. In addition, Plumbing students hone their troubleshooting skills and provide necessary service to the school as they participate in the program's maintenance.

The instructors have constructed a new steel rack to accommodate more advanced venting and drainage projects. This new rack system will facilitate the completion of shop projects that involve various types of materials and clamping systems. In addition, the rack arrangement enhances safety within the shop and provides more visibility of students' activities.

Technical Illustration: Both the excellence of instruction and its effect on the skill development of this school's Technical Illustration students were clearly demonstrated at the National SkillsUSA-VICA competition last summer, where a team of four SVTHS students won a gold medal. The team of Alison Ciccariello of Burlington, Stephanie Lazott of Billerica, Christopher Magner of Tewksbury, and Gregory Bendel of Wilmington received the prestigious award for creating and publishing a comic book about Shawsheen Tech and participation in the school's chapter of SkillsUSA-VICA.

The Technical Illustration staff and students have recently assumed the task of designing a new school-wide signage system. Technical Illustration students are developing individual designs and cost projections for formal presentations to the selection committee in January. After the committee's selection of one concept, the students will begin the production process.

To prepare students to respond to the demands of a constantly changing industry, the school purchased two new laser HP printers, five new Macintosh computers, a large Epson scanner, and a Macintosh server.

Skills USA-VICA is a national organization providing vocational/technical students the opportunity to enter specific skill competitions and to participate in numerous leadership events. Last spring, SVTHS was honored for having the highest individual enrollment in the state, which totaled 325 members.

At the North District Conference last spring, 75 SVTHS students competed and won 35 medals. Of those students, 15 subsequently earned medals in state competition. Among these winners, two 4-person teams (Internet Technology and Technical Illustration) won gold medals and advanced to national competition in Kansas City. As previously noted (See “*Technical Illustration*”), the Technical-Illustration team won a national gold medal for creating an animated storybook.

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. To date, the Department of Education has approved the competency list from four occupations and will be considering four more for approval. The four approved programs are:

- Automotive Technology
- Cosmetology
- Culinary Arts
- Horticulture

The four programs under consideration are:

- Carpentry
- Electronics
- Graphics communications
- Marketing

Shawsheen Tech has taken a leadership roll in the COP process with many instructors providing their expertise as committee chairpersons or committee members.

Safety: Led by the Director of Community Services, Mr. Roger Bourgeois, the school has begun a 5-year process of

developing and implementing a school-wide safety and health plan. 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.

Through the efforts of Mr. Bourgeois and the instructors in the construction cluster, all of the seniors in these programs have obtained a ten-hour OSHA certification card at the beginning of the school year when they learned all aspects of construction safety. This certification provides students with more job opportunities, as many construction companies require this credential as part of a hiring policy.

Conclusion and Acknowledgement

The SVTHS District School Committee, staff, and students gratefully appreciate the support they receive from the residents of the five member communities. 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 2002. Those retirees are:

Barbara Ahern, Director of Vocational/Technical Programs

- John Bowen, Dean of Students
- Annette Burns, Cafeteria
- Mel Frim, Electronics Instructor
- William Livolsi, Graphic Arts Instructor
- John McDermott, Assistant Superintendent-Director of Community Services
- Frances Pasciuto, Cafeteria
- Ann Peters, Cafeteria
- Audrey Tripousis, Cafeteria

BCAT

BCAT celebrated its fifteenth year anniversary in 2002. After being in operation for fifteen years we saw some significant changes both with our board and with equipment upgrades.

BCAT continued to be a central hub for residents and schools in 2002. BCAT's services became more utilized by non profit and town organizations then ever before. We saw the premiere of programs such as "Masonic News" (produced by the local Masonic Lodge), "Police Beat" (produced by the Burlington Police Department), "BBRT Talk" (produced by the Burlington Business Roundtable), and "Inside the Statehouse" (produced by our State Representative, Charles Murphy). More residents tapped into our resources as well. Our equipment requests increased by 25% over 2001, and have more than doubled since 1998. BCAT also moved forward with our transition into the digital domain. We acquired our first digital non linear editor, a Final Cut Pro system, and purchased our first DVD recorder. Government meetings are now recorded to DVD discs and played back on DVD players. Another new addition to BCAT early in 2002 was the start of our web site (www.BCATtv.org). Although we have plans for expansion of the site in 2003, you can access our schedule, some general information about us and our shows, check out our current newsletter, as well browse lots of pictures from recent happenings here at BCAT.



Executive Director Jennifer Dodge presents a framed photo of Fenway Park from the BCAT staff, and incoming president Rick Karwan presents a commemorative wooden book-clock to past president Ernie DeMartinis, for his 15 years of service to BCAT and general service to the community. Photograph by Karwanphotos.com

Other than our technical advances, BCAT saw some structural changes in the Board of Directors. After 15 years of dedicated years of volunteer service, president Ernie DeMartinis vacated the seat, and took on the roll as Treasurer. Rick Karwan, a 9-year board member, stepped up to the roll as BCAT President. Arlene DiRocco, filled the vice president seat, vacated by John Hoffety, also a 15 year board member.

Other Highlights in 2002

- Janet Zahora was named volunteer of the year for her countless hours of contribution with the production of BHS Sports coverage as well as other BCAT and civic productions. Chris Russo was awarded the BHS Student Grant. He had participated in the BCAT independent study program for three semesters, crewed on many BCAT programs and developed his skills to become a solid director for two programs, staff produced "Couch Classics" and "Air Force: A Local Perspective" produced by the United States Air Force.



BCAT's first float in Burlington's first Homecoming Parade held on October 12, 2002. Photograph by Richard Linder

- BCAT had its first float in a Burlington Parade. Production Coordinator, Tricia Hicks headed up the project by coordinating a parade committee to design and construct the float, as well as participate in Burlington's first Homecoming Parade. BCAT also provided coverage of the event with commentary by Arlene DiRocco and Phil Gallagher.
- BCAT held its 2nd Annual PSA Day. Our participation more than doubled this year, with the production of

more than 50 PSA's by the Library, the Police Department, the Rotary Club and the Burlington Players among others. The production quality also improved with the addition of our teleprompter, designed and constructed by our Engineer Dick Linder.

- Many new special productions were produced including "Climbing the Ladder to Higher Education", a game show produced by the BCSF. We also helped produce their 8th annual telethon, which put their foundation into the one million dollar mark.
- Rob Zahora filled the 9th seat on the BCAT board, making the board complete.

Respectfully submitted,

Jennifer Dodge, Executive Director,
Burlington Cable Access Television

Rick Karwan, President, Burlington Cable
Access Television

Board of Directors:

Arlene DiRocco, Vice President

Ernie DeMartinis, Treasurer

John Hofferty

Edward Hastings

Virginia Mooney

Herbert Clancey

Jim Melchionna

Robert Zahora

BURLINGTON COMMUNITY SCHOLARSHIP FOUNDATION

We made it, Folks! Thanks to the generosity of so many of you at home, in the school community, in the business community, in the town departments and organizations, and to Jack and Shelly Blais who once again agreed to match all the pledges made during our annual telethon, we reached the million dollar mark in our scholarship endowment fund. In fact, we exceeded it. We raised a total of \$78,000 in pledges, a new high in our telethon history, and, because of the Blais's continuing support, it will be doubled. For outstanding contributions, in addition to Jack

Blais, we thank the Wayne Johnson Memorial Scholarship Committee for \$13,000, the Brendan Curtin Memorial Committee for \$6500, the Murray Charitable Foundation for \$6000, Oracle for \$5000, Fidelity Management for \$5000, the Equity Office and Roche Brothers Supermarket for \$2500 each, Gary Litchfield and Gibson and Behman for \$2000, Atlantic Management for \$1550, Kevin Buckley, Long's Jewelers, and the Ice Palace for \$1500 each. We thank the following businesses for their generous contributions of \$1000: Nordblom Management, Curtin Financial Services, AT & T Broadband, Gedick Brothers, Eastern Bank & Trust, Burlington Police Patrolman's Association, Reimer & Braunstein, Tibaldi Real Estate, Northern Bank & Trust Company, Flanagan Insurance Company, Medford Bank, Cycle Loft, Friend Building Center, Century Bank, The Gutierrez Company, A & F Bus Company, Bank North, and Ernie DeMartinis. We thank the Lion's Club for their \$826 contribution, Phillip Gallagher for his \$750 contribution, the Emerald Rose for their \$550 contribution, and Amica Companies for their \$650 contribution. For their \$500 contributions we thank Mass Audio Visual, Lahey Clinic, Cranney HVAC Company, Vidoli Association Realtors, Exit Premier Realtors, BMEFCU, Burlington Firefighters, Stoneham Savings Bank, Performance Heating, the Marriott, M. Austin – Prudential, the Council on Aging Friendship Account, Gulde Insurance Company, Julie Industries, and the Memorial School PTO. We are indebted to Paneras for their contribution of \$1000 worth of food and to the Outback and World of Health for their contribution of gift certificates. To honor those members of the business community and others who support our telethon with significant contributions, we produced an Honor Roll which hangs in the foyer at Town Hall with honors ranging from cum laude, through magna and supra cum laude, to Diamond Doctorate. A duplicate is in the works for hanging in the High School. These Honor Rolls will be updated each year.

We would be remiss if we did not express our gratitude also to all residents who responded so generously to our student callers and who have contributed and continue to contribute to our cause through the tax check-off system. It continues to grow in the numbers of regular contributors and in the last year such contributions grew by more than \$4000.

Once again we are indebted to Ernie DeMartinis, who masterminds and produces the telethon; to Jack Ferren who

continues to act as Master of Ceremonies and whose enthusiasm maintains the momentum and keeps the pledges coming in; to the entire B.C.A.T. staff, especially Jen Dodge and Dick Linder who control the technical aspects; to Jack Dillon of Telecommunications, who supplies and sets up the telephones and telephone lines. We thank our Adopt-A-Class Business Partners who make sizable contributions every year and who continue to work toward increasing the individual class endowments, the hosts of the different telethon segments representing the schools, town government, community businesses, sports and other town organizations. And, last but far from least, we are grateful to the enthusiastic students who made calls during the telethon and on the two evenings prior to and following that event, to Peter Halvorson who was responsible for recruiting more student volunteers for us than ever before, and to the many wonderful residents who responded to the Blais challenge and to the student calls so generously. The total amount pledged surpassed what had been realized in the 2001 telethon even though the economy was not nearly as healthy.



From left to right: Ernie, DeMartinis, Joan Miles and Jack Blais share a moment in celebration of Burlington's scholarship endowment surpassing the One Million Dollar mark. (KarwanPhotos.com)

With this year's scholarship awards, the Foundation has awarded \$185,000 in scholarship assistance to 143 high school seniors and 22 adult residents for a total of 165 residents of this community. In this year alone, we awarded \$57,000 in scholarship aid to 43 graduating high school

seniors and three adult residents of this community. 29 of the 43 members of the Class of 2002 won American Landmark Adopt-A-Class Scholarships in the amounts of \$500, \$1000, \$1200 and \$1500, more than had ever been awarded previously in the Adopt-A-Class program. Once again following the presentations of scholarships to Burlington student winners at Awards Night at Burlington High School, adult scholarships were awarded at the annual joint BBRT/BCSF Scholarship Breakfast at which High School Principal Linda Hayes was the featured speaker and all student winners and their parents were honored. For the second year in early September, a brochure which included photographs of all our winners, the colleges they are attending, and brief biographical sketches was mailed to all community residents.

The list of Business Partners in our Adopt-A-Class program remains the same with two exceptions. Roche Brothers adopted the Class of 2014, this year's first grade, and the Class of 2012, the 3rd grade, lost its sponsor when Medford Bank was absorbed by Citizen's Bank. However, Gibson and Behman has graciously agreed to assume the sponsorship of this class following graduation in June of the class they now sponsor. We have not at this writing found a sponsor for the Class of 2015, this year's kindergarten class, although we have a promising prospective sponsor.

We remain indebted to all our Adopt-A-Class business partners and the many faithful and committed parents and Class Advisors at the High School level who work with students for their invaluable and continuing help in expanding educational opportunities for Burlington students, for challenging them to stay in school, and for enabling them to pursue the critical benefits of post secondary education. We particularly thank the parents who are already involved and who see the advantages in this program for their children and we encourage others to join the program by communicating their interest to either of the Co-Chairmen, Debbie Keene or Sharon Piccolo.

The current Adopt-A-Class Business Partners are Roche Brothers, Northern Bank & Trust, Burlington Firefighters, Century 21-Tibaldi Real Estate, Curtin Financial Services, Police Patrolman's Association, Barnes & Noble, Eastern Bank, Lahey Clinic, Citizen's Bank (formerly Somerset Bank & US Trust), and Gibson & Behman.

The Adopt-A-Class program under the able direction of Co-Chairs Debbie Keene and Sharon Piccolo, with the help of Jen Dodge and the B.C.A.T. staff and Mike Phalen, a Computer and Math instructor at Burlington High School, and one of his students introduced in May, as a celebration of National Scholarship month, a television show called "Climbing the Ladder to Higher Education" featuring students from each of the classes, K-11. It was patterned after the national television show, "Who Wants to Be a Millionaire" with Dr. William Conners, Superintendent of Schools, acting as "Regis" and four students from each of the classes responding to ten questions submitted by teachers in the system for each of the grades. It raised about \$4000 for the Adopt-A-Class program and was a huge success, so much so that plans are in the works to do it again this May. Citizens Scholarship Foundation of America designates May each year as National Scholarship Month and chapters all across the nation, such as the Burlington Community Scholarship Foundation, are urged to participate with an activity of their choosing which will promote the importance of education beyond high school in their communities. "Climbing the Ladder to Higher Education" was aired each week throughout the month on local cable access.

There were a few organizational changes introduced in 2002. The Foundation hired a Burlington High School student, Mary Katherine Conceison, as Recording Secretary to work under the supervision of our Secretary, Joan Corrao. Small stipends were also voted to compensate Debbie Keene in the Treasurer's office and Tom Imbriglio in the Guidance Department at the High School for the extra work entailed by bringing Burlington High School's Scholarship Fund under the umbrella of the Burlington Community Scholarship Foundation a year ago. Essentially this was done for the tax benefit it allows all contributors to the scholarship program in Burlington. It is important to note that with this move, scholarship aid in our town reported to our national chapter, Citizens Scholarship Foundation of America (CSFA) exceeds \$300,000 annually. Also a committee to study and make recommendations for the future leadership of the foundation was appointed by the President. Members of this committee are Brian Curtin who will chair the committee, Lucy Damiani, Stephen Miles, and Joan Corrao, with Harold Dulong to serve as an alternate.

Serving on the Financial Advisory Committee to assist our Treasurer with investments are Jim Picone, the Assistant Superintendent for Business and Finance in the Burlington School System, and Juliette Mott of Stoneham Savings Bank and a member of our Board. Phil Gallagher acts as our consultant and investment advisor, a position which was approved by the BCSF Board of Directors. Once again, we thank our Awards Committee for their dedication and hard work in distributing and processing applications for the BCSF scholarship awards. Members are Donna Murray and Linda Collins who are Co-Chairmen, Ann Marie Baden, Rosemarie Tieri, Gary Feldman, Peter Barry, Peter Sims, Rosalie Nardella, Suzette Jones, Otto Contardi, and Richard Murray. We thank Dierdre Carr and Nancy Mooney who left the committee this past year for their past faithful service.

In closing, I wish to express my deep appreciation to Superintendent of Schools, Dr. William Conners and to Jim Picone, the Assistant Superintendent for Business and Finance, and to the Principal of BHS Linda Hayes, to Harold Dulong of Reimer and Braunstein who serves on our Fundraising Committee, to Robert Factor who serves as our attorney when needed, as well as to all of the members of the BCSF Board of Directors for their continuing support and encouragement and their enthusiastic commitment to expanding educational opportunities for all Burlington residents through a now substantial scholarship endowment fund. Members of the Board in addition to myself are 1st Vice President Lucy Damiani, 2nd Vice President Deborah Keene, Treasurer Brian Curtin, Secretary Joan Corrao, Ernie DeMartinis, Jack Ferren, Tom Imbriglio, Tom Killilea, Stephen Miles, Janet Modesto, Juliette Mott, Sharon Piccolo, Paul Sheehan, and Rosemarie Tieri plus student representatives Elizabeth Keene, Kim Piccolo, Christopher Keene, Laura Greene, Nehal Patel, Charlene Vincent, Christina Deliyiannis, Nathan Pierce, Rebecca McMahon, and Julie Ann Patterson. Elizabeth and Kim, both outstanding student representatives who graduated this past June, will be sorely missed. We thank former Board members Nancy Jones, Miriam Malkasian, and Vita Cyr all who have resigned or whose resignations are pending, for their many years of dedicated service. They, too, will be missed!

Respectively submitted,

Joan F. Miles, President

BURLINGTON HOUSING AUTHORITY



Birchcrest Arms Apartments is a 40 unit development of one bedroom apartments in a lovely village setting of cedar buildings.

For the thirteenth consecutive year, state auditors reported the Burlington Housing Authority has been managed in full and satisfactory compliance with applicable state and federal regulations.

2002 Highlights

The Board of Commissioners presented Commissioner Lincoln W. Daigle with a plaque to honor his six years of dedicated service to the Authority. Upon Commissioner Daigle's retirement, Mike Runyan was elected as commissioner for a five-year term.

This past year was a busy year for accomplishing outside projects. The Authority received an award of exterior paint funds from the Massachusetts Department of Housing and Community Development. The cedar sided buildings at Birchcrest Arms and the 3rd floor railings at Tower Hill were painted using the state's assistance. Through the efforts of B-Line Transportation Coordinator Eleanor O'Connell, the MBTA donated a bus shelter for Birchcrest Street and the Town of Burlington's Department of Public Works poured the concrete pad. The Planning Board approved a site plan reconfiguring the lower parking lot at Tower Hill to add two handicapped parking spaces and a commercial drop off area. Commissioner James Marchese coordinated the parking lot improvements and repaving. A special thank you to the Massachusetts Department of Housing and Community Development,

Eleanor O'Connell, the MBTA, Commissioner James Marchese and to the Town of Burlington's Department of Public Works for their cooperation and assistance.

Volunteers completed two landscaping projects at Tower Hill and Birchcrest Arms senior developments. Burlington Police Officers Paul Anderson, Dennis Thompson, and Tom Fournier, organized their DARE and Shawsheen Technical High School students to plant flowers, bushes, and trees, as well as, to install bird houses, bird baths, benches, and planters. The bird houses were built and painted by the students after school. Funding was provided by Sun Microsystems and the Massachusetts Executive Office of Public Safety. The second project was undertaken by the Burlington Rotary Club and supervised by Mike Runyan. The Rotary cleared the traffic island of overgrown bushes, removed overgrown evergreens, brought in new mulch and plantings. The Board of Commissioners wishes to extend its sincere thanks to these volunteers for their extraordinary efforts to improve the living environment of our seniors.

At the end of the year, the Tower Hill elevator project was placed out to bid. Construction work is expected to begin in June/July 2003.



Tower Hill Apartments is a 65 unit development. The units have a garbage disposal, generous closet space, wall to wall carpeting, and a balcony.

The Burlington Housing Authority's management portfolio includes: forty senior units at Birchcrest Arms and sixty-five senior units at Tower Hill Apartments; two units of scattered site family housing under the State 705 Program; two independently owned rentals; ten studio apartments for low-income seniors at Longmeadow Place, an assisted living facility; sixteen vouchers under the State Massachusetts Rental Voucher Program; and ninety-three Section 8 Housing Choice Vouchers. To expand the oppor-

tunities for affordable rental housing for Burlington residents, the Board of Commissioners continues to make Burlington residents a priority and voted to join the MassNAHRO Section 8 Centralized Waiting List. This list will remain open indefinitely. Applications are available at the Burlington Council on Aging, Burlington Library and the Burlington Housing Authority office.

The Authority purchased and installed a new computer software program called SHARP (Small Housing Authority Resource Program) at the end of 2002 to improve information management and to increase office efficiency.

Due to the ever increasing and pressing need for more affordable rental housing, the Board of Commissioners continues to seek affordable rental housing opportunities for the residents of Burlington.

In the fall of 2002, the Board of Commissioners initiated a Resident Survey to evaluate the Authority's physical environment and management. Eighty-seven percent of the residents responded to the survey. Of those residents responding, eighty-five percent 85% rated their apartment, common areas and grounds as "Excellent" or "Good". And 85% responded favorably regarding the management of the facilities.

The Board of Commissioners wishes to extend its sincere thanks to Executive Director Rina Petit and the entire staff for their outstanding contributions to the success of our housing programs. And a special thank you to Tenant Presidents Margaret Yates and Jim Willis for their efforts on behalf of our residents.

Respectfully submitted,

James J. Rogers, Chairman

METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council was established as a state agency in 1963. In 1971, the Council's legislation was amended to make it an independent public body politic and corporate of the Commonwealth. The Council is a regional planning and economic development district and is the federally designated economic development district pursuant to the Public Works and Economic

Development Act of 1965. In addition, the Council shares oversight responsibility for the region's federally funded transportation program as one of fourteen 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. The Council's district includes 101 cities and towns in the metropolitan Boston area.

The Council enhances the quality of life and competitive advantage of the Boston metropolitan region in the global economy by providing a focus for action and developing sound responses to issues of regional significance. The Council's deliberative process includes broad-based participation from government and the private, non-profit, academic and faith-based sectors. The Council offers research, studies, publications, facilitation and technical and professional assistance to these constituencies 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 efficient and effective operation of local governments.

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 municipal, state, federal and private grants and contracts and a per-capita assessment charged to municipalities within the district.

In the last few years, the Council has provided critical leadership to several initiatives that respond to regional challenges and demands, some of which include:

- Joining with two of its sister regional agencies to facilitate "Vision 2020" a long-range planning process for Southeastern Massachusetts that culminated in the historic Mayflower Compact that was endorsed by an overwhelming majority of participating communities.
- Participating in the establishment and management of the I-495 Initiative, a multi-sector forum that is examining growth impacts along the entire Interstate 495 corridor.

- Producing build-out analyses for 100 municipalities, city of Boston's is currently underway.
- Partnering with Workforce Investment Boards, Transportation Management Associations, Community Based Organizations and others in a US Department of Labor funded Welfare-to-Work project that focused on transportation barriers faced by low-income communities.
- Establishing Regional Services Consortia that facilitate interlocal forums of municipal managers that foster regional communication, information exchange, resource sharing and collaborative action, including the collective purchasing of supplies and services.
- Facilitating the establishment of the Metropolitan Mayors Coalition consisting of ten mayors and city managers in the urban core that work on common planning, economic and social issues facing those local governments.
- Conducting a multi-year regional visioning exercise that includes broad-based participation from all sectors of the region.

The Regional Visioning Project: Developing a Regional Growth Strategy for Metro Boston

In one of the most exciting developments in the last year, MAPC has launched a new civic process to create an updated Regional Growth Strategy for metropolitan Boston. MAPC is helping to facilitate this process, working with city and town governments and various other stakeholders in our 101 city-and-town region, including non-profits, business, labor and academic groups. The outcome will be a vision and strategy that puts the region on a sustainable path in terms of land use, economic, environmental and social issues. MAPC will need the support of a broad range of organizations in the region to help plan, fund and implement a new framework for addressing the challenges facing metropolitan Boston.

The effort to create a new Regional Strategy was introduced to the public on May 22, 2002, at the Boston College Citizens Seminar. More than 400 people from a wide range of local and regional groups attended the event, many of whom have continued their involvement as participants and supporters of the Process Design Team. Since June, the Process Design Team, a group of more than 150 stakeholders from various fields and issues expertise, has been meeting to develop a design for the regional vision and growth strategy.

The Process Design Team will continue to look for leaders in its 101 city-and-town region who would like to get involved and/or lend their support for this regional effort. Please contact MAPC if you would like to become involved in this process.

In October we welcomed Marc Draisen as the MAPC Executive Director

We are pleased to welcome Marc Draisen as the new Executive Director. Marc has a diverse background, including service as a State Representative and most recently as Executive Director of the Massachusetts Association of Community Development Corporations. He is an expert in housing issues, and regional collaboration.

Respectfully submitted,

Marc D. Draisen
Executive Director

TOWN MEETING MEMBERS

PRECINCT 1

Michael J. Austin	84 Locust St.	2005
Richard N. Binnall	68 Mill St.	2003
Linda K. Collins	18 Town Line Rd.	2004
Channing L. Entwistle	62 Beaverbrook Rd.	2004
Charles S. Gilman	45 Westwood St.	2003
William Gochis	14 Wildwood St.	2003
John S. Ivas	9 Boulder Dr.	2005
Robert J. Macdonald	238 Fox Hill Rd.	2005
Michael Marchese, Jr.	11 Michael Dr.	2005
Cynthia J. Phillips	4 Michael Dr.	2005
Richard J. Roberto	10 Wildwood St.	2003
Gregory F. Ryan	3 Donald Rd.	2004
Maureen Monaco Ryan	3 Donald Rd.	2004
Mark S. Saia	8 Sumner St.	2003
Andrea C. Sheehan	228 Fox Hill Rd.	2005
Sharon Marie Sotiros	17 Hart St.	2004
Edward J. Walsh	2 Carol Ave.	2004
David J. Woodilla	3 Barnum Rd.	2003

PRECINCT 2

William C. Beyer	67 Peach Orchard Rd.	2004
Patricia A. Carew	19 Winter St.	2005

Write-In 2002

Kathleen M. Coluci	15 Colburn St.	2004
Ann Marie Comer	13 Lowell St.	2005
Marjorie J. Foster	10 Kenmere Ave.	2003

Write-in 2000

Joseph C. George	4 Grandview Ave.	2003
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Write-in 2000

Jean B Golding	26 Beacon St.31C	2003
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Appt. 4/02 (Term 2005)

Angela J. Hanafin	15 Colburn St.	2004
Daniel J. Hanafin	15 Colburn St.	2004

Write-in 2001

George T. Lee	58 Harriett Ave.	2004
Jerome J. Lynch, Jr.	6 Winn St.	2005
Ann Louise McNamara	79 Mountain Rd.	2003
Margaret Merlesena	2 Burton Rd.	2004
Eleanor N. O'Connell	33 Peach Orchard Rd.	2003
Andrew H. Olney	21 Julia Connors Dr.	2005

Write-In 2002

David C. Richardson, Jr.	5 Peach Orchard Rd.	2003
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Write-in 2000

John J. Ryan	7 Grandview Ave.	2003
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Write-in 1999

Anthony G. Sapienza	2 Crawford Rd.	2005
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PRECINCT 3

Anne P. Coady	8 Woodside Ln.	2003
Sean P. Connors	14 Sears St.	2004
Kathleen S. Cool	9 Stony Brook Rd.	2003
Shari Lynn Ellis	3 Hickory Ln.	2004
Frances M. Heartquist	10 Briarwood Ln.	2005
John D. Kelly	14 Oxbow Ln.	2005
Stephen G. Marchese	4 Sears St.	2003
Mildred J. Nash	39 Sunset Dr.	2003
Mabel A. Nevins	26 Sunset Dr.	2003
James Patterson	80 Lexington St.	2004
Daniel J. Raske	3 Mildred Rd.	2005
Roger S. Riggs	4 Briarwood Ln.	2005

Write-in 2001

Anne E. Rowe	94 Muller Rd.	2003
Louis P. Rubino	4 Fred St.	2005
Paul A. Valleli	14 Marrett Rd.	2004
Judith G. Wasserman	3 Indian Hill Rd.	2004
James Williams	12 Fred St.	2004
Walter T. Zenkin	2 Toomey Cir.	2003

Moved to Pct. 1 8/02 (2005)

PRECINCT 4

Betty M. Bullock	11 Crowley Rd.	2005
Thomas D. Conley, Jr.	20 Corcoran Rd.	2004
George R. Cooper	69 Francis Wyman Rd.	2004
Karen Cooper	69 Francis Wyman Rd.	2005
Michael C. Dellemonico	48 Washington Ave.	2004
Wendi J. Dellemonico	48 Washington Ave.	2003
Andrew Groh	132 Bedford St.	2005
Joan B. Hastings	14 College Rd.	2003
Lori Kashgegian	114 Francis Wyman Rd.	2005
Robert P. Knudsen	3 Bates St.	2003

Appt. 4/99 elected 4/00

Constance K. McElwain	64 Francis Wyman Rd.	2004
Roberta E. Mills	19 Corcoran Rd.	2003
Frank P. Monaco	18 Corcoran Rd.	2003
Virginia E. Mooney	28 Mohawk Rd.	2003
William G. Poehler	7 Algonquin Dr.	2004
Michael A. Proulx	76 Francis Wyman Rd.	2005
Robert Michael Shea	27 Daniel Dr.	2005
Sally Willard	13 Foster Rd.	2004

PRECINCT 5

Patricia J. Angelo	2 Austin St.	2003
Susan MacDonald Boari	14 Raymond Rd.	2005
Richard P. Burkhart	10 Joanne Rd.	2004
Elaine Lee Carpenter	5 Dearborn Rd.	2003
Mark W. DeCost	38 Manhattan Dr.	2004
Roland E. Desharnais	5 Lantern Ln.	2004
Kenneth R. Forte	18 Wing Terrace	2005
Paul V. Gedick	5 County Rd.	2003
John J. Hanley	1 Violet Rd.	2004
Nancy J. Hofferty	10 Purity Springs Rd.	2003
Virginia M. Igo	1 Arthur Woods Ave.	2003
Cathryn Lee	15 Raymond Rd.	2004
Joseph E. Morandi	7 Winona Rd.	2005
Christopher P. Murphy	22 Bedford St.	2003

Appt. 4/02 (Term 2005)

Hope M. Paulsen	8 St. Mary Rd.	2003
David Webster Potts	40 Fairfax St.	2004

Appt. 9/99 elected 4/00

Phyllis D. Roussell	75 Macon Rd.	2005
David S. Tait	9 Meadowvale Rd.	2005

PRECINCT 6

Marie A. Ardito	2 Edsel Dr.	2005
Roger A. Bell	18 Lisa St.	2003
<i>Appt. 1/00 elected 4/00</i>		
Catharine M. Boucher	9 Jackson Rd.	2005
William F. Callahan	6 Carter Rd.	2003
Florence L. Carow	1 Jonathan Rd.	2004
John G. Cormier	8 Chester Ave.	2005
Daniel R. DiTucci	8 Lisa St.	2003
Richard H. Howard	158 Wilmington Rd.	2004
Thomas C. Killilea	15 Wheatland St.	2004
Thomas R. Miliano	15 Wilhelmina Ave.	2005
Florence Dolly Mountain	5 Eisenhower Dr.	2005
Karen A. Moyer	7 Kingsdale St.	2004
Donald J. Muse	21 Davida Rd.	2003
Kristin A. Norwood	37 Prouty Rd.	2004
Joanna Schlansky	4 Gibson St.	2005
Joseph S. Stavolta, Sr.	12 Phyllis Ave.	2003
Teresa A. Tarpey	1 Holly St.	2003
James Tigges	2 Maryvale Rd.	2004
<i>Write-in 2000</i>		

Labor Counsel	Collins, Loughran & Peloquin
Library Director	Lori Hodgson
MBTA Advisory Board	Eleanor N. O'Connell
Metropolitan Area Planning Council	John D. Kelly
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	Patrick J. Mullin, Ret. 11/02
Town Administrator	Robert A. Mercier
Town Counsel	Kopelman and Paige, P.C.
Town Engineer	Thomas F. Hayes

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
Assistant Town Clerk	Eleanor M. Gelinas
Building Inspector	John Clancy
Community Life Center Director	Wesley Simons
Conservation Administrator	John Keeley
Council on Aging Coordinator	Margery McDonald
Director of Veteran Services	Robert C. Hogan
Emergency Services Director	Stephen Duke
Environmental Engineer	Todd Dresser
Fire Chief	Paul L. Thibault, Jr.
Health Agent/Sanitarian	Karen L. Springer
Housing Authority Executive Director	Rina Petit
Human Resources Director	Anne Marie Tucciarone-Mahan

APPOINTED BOARDS AND COMMITTEES

Appointments made by: Town Administrator

Beautification Committee(5)	1 year	Standing
Carolyn R. Engel	9 Park Dr.	2003
Edward Hastings	14 College Rd.	2003
George M. Major, Chr.	29 Lantern Ln.	2003
Joan McSweeney	1 Doris St.	2003
Elaine Zuccaro	6 Pearson Cir.	2003

Bike Committee	1 year	Ad Hoc
John Donaldson	62 Winn St.	2003
Frank Linton	37 University Ave.	2003
Mildred Nash	39 Sunset Dr.	2003
Kevin J. Sullivan	Recreation Comm	2003

B-Line Advisory Committee	1 year	Ad Hoc
Patricia Churchill	14 Hallmark Gardens #5	2003
Patricia Farrell	7 Jonathan Rd.	2003
Jennifer Gelinas	10 Hallmark Garden #7	2003
Nancy Hofferty	10 Purity Springs Rd.	2003
Virginia E. Mooney	28 Mohawk Rd.	2003
Mildred Nash	39 Sunset Dr.	2003

Mabel Nevins	26 Sunset Dr.	2003
Paul Raymond	1 Dorothy Rd.	2003
Anne E. Rowe	94 Muller Rd.	2003

Board of Appeals(5) 5 years Standing

John A. Alberghini	2 Elm Ave.	2003
<i>1st Alt. - 1 yr.</i>		
William Gaffney	8 Joanne Rd.	2005
Wayne Harding	16 Chadwick Rd.	2004
Robert M. Meaney	15 Sears St.	2006
George Murray	184 Mill St.	2003
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.	2004
Patricia A. Larson	23 County Rd.	2005
Robert J. Macdonald	238 Fox Hill Rd.	2003

Cable Advisory Committee(7) 1 year Ad Hoc

Howard Alberts	3 Arborwood Dr.	2003
Daniel Dunn, Chr.	29 Stony Brook Rd.	2003

Cable Advisory Committee(7) 1 year Ad Hoc

Richard Linder	3 Maud Graham Circle	2003
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Cemetery Oversight Committee 1 year Ad Hoc

Karen Cooper	69 Francis Wyman Rd.	2003
Phillip A. Gallagher	Ways & Means	2003
Joan B. Hastings	Capital Budget	2003
Eugene Lane, Jr.	24 Cathy Rd.	2003
John Mooney	28 Mohawk Rd.	2003
Kevin J. Sullivan	14 Frothingham Rd.	2003
Paula Torti	9 Maud Graham Circle	2003

Community Life Center(10) 2 years Standing

Fr. John R. Crispo	111 Winn St.	2003
Candace F. Gustafson	30 Paulson Dr.	2004
Michael Howard	18 Burlington St.	2004
Thelma Iozzo	7 Chandler Rd.	2003
Marilyn Langley	13 Algonquin Dr.	2004
Ronald J. MacKenzie	18 Spruce Hill Rd.	2004
Ann McNamara	79 Mountain Rd.	2003
Roberta Mills	19 Corcoran Rd.	2003
Betty Murphy	20 Wildwood St.	2004

Conservation Commission(7) 3 years Standing

Larry S. Cohen	8 Wilhelmina Ave.	2003
Indra Deb	17 Pathwoods Ave.	2005
Marylee Everett	14 Hart St.	2004
Gail M. Lima	188 Mill St.	2005
<i>Appt. 1/01</i>		
Paul A. Mazzocca	5 Black Horse Ln.	2003
Kerry Melanson	8 Freeport Dr.	2005
Philip E. Sutton	4 Park Dr.	2004

Council on Aging(7) 3 years Standing

Eleanor Bonfanti	16 Lisa St.	2004
Gwendolyn Burgess	15 Birchcrest St. #202	2005
Arlene A. DiRocco	10 Old Colony Rd.	2005
Marie George	64 Winn St.	2003
<i>Alternate 1 yr.</i>		
John J. Gulde	16 Dearborn Rd.	2003
<i>Alternate 1 yr.</i>		
Mary Lindley	64 Bedford St.	2005
Muriel O'Brien	26 Maryvale Rd	2003
Gordon C. Thomson	5 Frances Rd.	2003
<i>Alternate 1 yr.</i>		
Robert Tyler	12 Taylor Ave.	2003
Robert Wong	20 Lowell St.	2004

Cultural Council(5-22) 3 years Standing

Anne P. Coady	8 Woodside Ln.	2005
Eileen Feldman	19 Freeport Dr.	2003
Joanne Salvi Fitzpatrick	5 Makechnie Rd.	2003
Rick Karwan	8 Francis Wyman Rd	2004
Florence Dolly Mountain	5 Eisenhower Dr.	2003
William Timothy Rose	10 Locust St.	2003

Disabilities Access Committee(9) 1 year Standing

Barbara Adler	4 Theodore Circle	2003
Robert J. Emmert	21 Crystal Circle	2003
Bernice Ferguson	19 Bedford St.	2003
Mary Jane Fietze	42 Bedford St.	2003
Maura F. Mazzocca	5 Black Horse Ln.	2003
Christine Monaco	18 Corcoran Rd.	2003
Walter Sullivan	15 Birchcrest St.	2003
Kenneth Tigges	4 Ellen Rd.	2003
Bernadette Whittington	1 Ganley Dr.	2003

Grandview Farm Use Committee Ad Hoc

Norman B. Biggart	4 Baron Park Ln. #1
Brenda L. Cahoon	3 Lucy Rd.
Binnie Factor	6 Briarwood Ln.
Toni Faria	6 Butters Ln.
Mary Ippolito	8 Erin Ln.
Janice F. Magee	66 Bedford St.
Alan R. McCarthy	104 Mill St.
William T. McDonough	18 Maud Graham Cir.
Kevin B. McKelvey	4 Allison Dr.
Roger Morrison	5 Hope St.
Nan Murphy	19 Sears St.
Kirstin A. Norwood	37 Prouty Rd.
Hope M. Paulsen	8 St. Mary Rd.
Juliet Perdichizzi	239 Fox Hill Rd.
Donald Roberts	51 Francis Wyman Rd.
Sonia Rollins	8 Paula St.
Nicholas G. Rubino	16 Phyllis Ave.
Auralie Slowey	13 Paulson Dr.
John T. Sullivan	2 Laurel Ln.
June Tabaldi	212 Cambridge St.
Beverlee Vidoli	17 Thornton Dr.

Grandview Farm Use Committee Ad Hoc

Ed Walsh	2 Carol Ave.
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Growth Impact Task Force Ad Hoc

Walid I. Abu-Rumman	5 Glen Ave.	Citizen Rep
Roger A. Bell	18 Lisa St.	TM Rep
Larry S. Cohen	8 Wilhelmina Ave.	Cons. Comm. Alt.
Peter J. Coppola	2 Garrity Rd.	Planning Rep
John G. Cormier	8 Chester Ave.	Citizen Rep
Arlene A. DiRocco	10 Old Colony Rd.	Sr. Housing Opt. Rep
Phyllis Etsell	27 Cambridge St. (Murray Hills)	Business Rep.
Marylee Everett	14 Hart St.	Cons. Comm. Rep.
Albert L. Fay, Jr.	11 Raymond Rd.	Selectmen Rep
John J. Gulde	16 Dearborn Rd.	Citizen Rep
Naomi B. Heghinian	4 Myrna St.	Citizen Rep
Robert P. Knudson	3 Bates St.	Land Use Rep
Peter E. Lewis	144 Winn St.	TM Rep
Frank P. Monaco	18 Corcoran Rd.	W & M's Rep

Virginia E. Mooney	28 Mohawk Rd.	BMC Rep
Evelyn M. Mottolo	3 Dover Dr.	Bylaw Rev. Rep

Historical Commission(5) 3 years Standing

Norman B. Biggart	4 Baron Pk. Ln. Apt. 1	2004
Sandra J. Covenor	5 Forest Rd.	2003

Alternate 1 yr.

Joao T. Demelo	50 Skelton Rd.	2003
Antoinette Faria	6 Butters Ln.	2003
Joyce Fay	11 Raymond Rd.	2005
Kathleen Horton	125 Lexington St.	2004
Gene Rossi	174 Winn St.	2003

Alternate 1 yr.

Housing Partnership	1 year	Ad Hoc
Ernest E. Covino, Jr.	1 Marvel Ave.	2003
John DeFrancesco	50 Westwood St.	2003
Phyllis Etsell	3 Eisenhower Dr.	2003
Jayne L. Hyde	6 Hallmark Gardens #1	2003
Virginia E. Mooney	28 Mohawk Rd.	2003
Michael S. Runyan	7A Mountain Rd.	2003

Information Systems Advisory (7) 1 year Ad Hoc

Laurence J. Conway	18 Wildwood St.	2003
Daniel Dunn	29 Stony Brook Rd.	2003
David Fionda	46 Freeport Dr.	2003
Steven Z. Harris	9 Donna Ln.	2003

Information Systems Advisory (7) 1 year Ad Hoc

Peter O'Keefe	47 Skelton Rd.	2003
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Rink Oversight Committee(5) 1 year Ad Hoc

Brian Curtin	Treasurer/Collector	2003
Stephen G. Marchese	Ways & Means	2003
Don Roberts	Recreation	2003

Sign Bylaw Committee 1 year Ad Hoc

Albert L. Fay, Jr.	Planning Board
Richard H. Howard	Bylaw Review Committee
Jayne L. Hyde	Planning Board
Douglas Hyde, Jr.	Bylaw Review Committee
Joan McSweeney	Beautification Commission
Robert M. Meaney	Board of Appeals
George Murray	Board of Appeals

Sr. Housing Options Committee 1 year Ad Hoc

Arlene A. DiRocco	10 Old Colony Rd.	2003
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Garry Feldman	19 Freeport Dr.	2003
Joan Hastings	14 College Rd.	2003
Robert Hogan	61 Center St.	2003
Sheila Howard	2 Hallmark Garden #4	2003
Jayne L. Hyde	6 Hallmark Garden #1	2003
Robert M. Meaney	15 Sears St.	2003
Hope M. Paulsen	8 St. Mary Rd.	2003

Stormwater Management Advisory Committee Ad Hoc

James J. Dion	Board of Health
Marylee Everett	Conservation Commission
Charles E. Fuller	3 Rolling Ln.
Gary Gianino	Board of Selectmen
Tom Hayes	Town Engineer
Jayne L. Hyde	Planning Board
Terry McSweeney	Board of Health

Town Common Oversight 1 year Ad Hoc

Carolyn R. Engel	9 Park Dr.	2003
Joan McSweeney	1 Doris St.	2003
Elaine Zuccaro	6 Pearson Circle	2003

Appointments made by: Moderator

Bylaw Review Committee(5) 1 year Standing

Richard H. Howard	158 Wilmington Rd.	2003
Jerome J. Lynch, Jr.	6 Winn St.	2003

Bylaw Review Committee(5) 1 year Standing

Evelyn M. Mottolo	3 Dover Dr.	2003
Judith G. Wasserman	3 Indian Hill Rd.	2003
David J. Woodilla	3 Barnum Rd.	2003

Capital Budget Committee(7) 3 years Standing

Thomas D. Conley, Jr.	20 Corcoran Rd.	2004
Sharmili Das	3 Thomas St.	2005
Charles S. Gilman	45 Westwood St.	2004
<i>Appt. 6/00</i>		
Joseph E. Morandi	7 Winona Rd.	2005
Michael S. Runyan	7A Mountain Rd.	2003
John J. Ryan	7 Grandview Ave.	2003
Walter T. Zenkin	2 Toomey Cir.	2004
<i>Appt. 7/00</i>		

Facilities Committee (7) 2 years Standing

William F. Callahan	6 Carter Rd.	2004
Patricia A. Carew	19 Winter St.	2004
Sean P. Connors	14 Sears St.	2003
Paul V. Gedick	5 County Rd.	2004
Robert J. Gouveia	258 Winn St.	2003
Linda J. Lewis	144 Winn St.	2003
Sharon Marie Sotiros	17 Hart St.	2003

Human Services Committee(7) 3 years Standing

Anne P. Coady	8 Woodside Ln.	2004
Jean B. Golding	26 Beacon St. 31C	2005
John D. Kelly	14 Oxbow Ln.	2003
Mabel Nevins	26 Sunset Dr.	2003
Cynthia J. Phillips	4 Michael Dr.	2004
Maureen Monaco Ryan	3 Donald Rd.	2005
Joanna Schlansky	4 Gibson St.	2005

Land Use Committee(9) 3 years Standing

Timothy M. Cummings	9 Shea Cir.	2004
Daniel J. Hanafin	15 Colburn St.	2004
Nancy J. Hofferty	10 Purity Springs Rd.	2003
Robert P. Knudsen	3 Bates St.	2003
Karen A. Moyer	7 Kingsdale St.	2005
<i>Appt. 3/01</i>		
Richard J. Roberto	10 Wildwood St.	2003
Mark S. Saia	8 Sumner St.	2005
Paul A. Velleli	14 Marrett Rd.	2004

Rules Committee(13) 1 year Standing

William F. Callahan	6 Carter Rd.	2003
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Rules Committee(13) 1 year Standing

Elaine Lee Carpenter	5 Dearborn Rd.	2003
Kathleen M. Coluci	15 Colburn St.	2003
Mark W. DeCost	38 Manhattan Dr.	2003
Joseph C. George	4 Grandview Ave.	2003
Joan B. Hastings	14 College Rd.	2003
Lori Kashgegian	14 Francis Wyman Rd.	2003
Eleanor N. O'Connell	33 Peach Orchard Rd.	2003
James Patterson	80 Lexington St.	2003
Phyllis D. Roussell	75 Macon Rd.	2003
Teresa A. Tarpey	1 Holly St.	2003
James Tigges	2 Maryvale Rd.	2003
Edward J. Walsh	2 Carol Ave.	2003

Ways & Means Committee(15) 3 years Standing

Marie Ardito	2 Edsel Dr.	2004
Michael J. Austin	84 Locust St.	2005
George R. Cooper	69 Francis Wyman Rd.	2004
Channing L. Entwistle	62 Beaverbrook Rd.	2004
Phillip A. Gallagher	8 Corcoran Rd.	2005
William Gochis	14 Wildwood St.	2004
Virginia M. Hardy	7 Thornton Dr.	2005
Joan B. Hastings	14 College Rd.	2003
Stephen G. Marchese	4 Sears St.	2003
James D. Melchionna	15 Birchcrest St. #111	2003
Frank P. Monaco	18 Corcoran Rd.	2003
Christopher P. Murphy	22 Bedford St.	2005
Richard R. Raso	6 Thornton Dr.	2005
<i>Appt. 6/01</i>		
Robert M. Shea	27 Daniel Dr.	2003
Sharon Marie Sotiros	17 Hart St.	2004

TOWN MEETING MINUTES

ADJOURNED (THIRD) TOWN MEETING

**MONDAY, JANUARY 14, 2002
FOGELBERG AUDITORIUM – BHS**

A quorum being present, the meeting was called to order at 7:45 P.M. with a salute to the flag. A motion to adjourn to Wed. January 16, 2002 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.

The Moderator congratulated and introduced the new Police Chief, Fran Hart, to the membership.

The Meeting was recessed at 7:47 P.M. to convene the Special Town Meeting.

SPECIAL TOWN MEETING

**MONDAY, JANUARY 14, 2002
FOGELBERG AUDITORIUM – BHS**

ARTICLE 1 RE: Fund DPW Contract

The article was moved and seconded by the Ways & Means Committee who voted 11-0 in favor.

MAJORITY VOTED to transfer from the Town of Burlington Negotiated Salary Account the sum of \$110,000 to fund the Collective Bargaining Agreement between the Town of Burlington and Local 1703 (Department of Public Works).

At 7:57 P.M., a motion to adjourn the Special Town Meeting and reconvene the regular Town Meeting was moved, seconded and so voted.

Attest:

Jane L. Chew
Town Clerk

ADJOURNED (THIRD) TOWN MEETING

**MONDAY, JANUARY 14, 2002
FOGELBERG AUDITORIUM – BHS**

ARTICLE 1 RE: Reports of Town Officers & Committees

The Moderator announced that committee reports would be heard when respective articles were discussed and that Articles 2 and 3 would be discussed together but voted separately.

ARTICLE 2 RE: Economic Opportunity Area

The article as it appears in the Warrant was moved and seconded by the Ways & Means Committee who voted 11-0 in favor.

MAJORITY VOTED to: (a) designate as an Economic Opportunity Area, pursuant to Massachusetts General Laws Chapter 23A, sections 3A through 3H, for a term of twenty years the land at six, eight and ten Van De Graaff Drive, Burlington, containing approximately 8.56 acres, shown on Assessor Map 53, Parcel 7; and (b) designate said

Economic Opportunity Area as a Tax Increment Financing Zone and adopt, for the purpose of protecting and growing the job base and tax base of the Town, a Tax Increment Financing Plan entitled six and eight Van De Graaff Drive Economic Opportunity Area and TIF Zone, dated April 2001, as amended, on file with the Board of Selectmen and Town Clerk.

ARTICLE 3 RE: Tax Increment Financing Agreement

The article as it appears in the Warrant was moved and seconded by the Ways & Means Committee who voted 11-0 in favor.

MAJORITY VOTED to: (a) approve the form of the Tax Increment Financing (TIF) Agreement between Oracle Corporation and the Town of Burlington on file with the Board of Selectmen to execute the TIF Agreement, and any documents relating thereto, and to take such other actions as are necessary or appropriate to implement those documents; and (b) authorize the Board of Selectmen to approve and certify proposed projects as provided in the TIF Plan and to apply to the Economic Assistance Coordinating Council of the Commonwealth of Massachusetts under the Economic Development Incentive Program for approval and designation of the Economic Opportunity Area, TIF Zone, TIF Plan, and any certified projects, and take such other and further action as may be necessary or appropriate to carry out the purposes of this article.

ARTICLE 4 RE: Risk Assessment at Varsity Field

The article as it appears in the Warrant was moved and seconded by the Ways & Means Committee who voted 3-6 in opposition. Capital Budget Committee voted 4-2 in favor. After some debate, a motion to move the question was moved, seconded and so voted.

MAJORITY VOTED to transfer from Overlay Surplus Account the sum of \$17,590 to conduct a risk assessment of the ground and surface water contamination known to exist at Varsity Field; same to be spent under the direction of the Board of Health.

ARTICLE 5 RE: Funding – Study of Town-wide Facilities Infiltration and Inflow Removal

The article as it appears in the Warrant was moved and seconded by the Ways & Means Committee who voted 9-0 in favor. Capital Budget Committee voted 6-0 in favor.

MAJORITY VOTED to transfer from the Sewer Enterprise Fund the amount of \$144,630 for the purpose of

continuing a Town-wide Facilities Infiltration and Inflow Removal from the sewer system, same to be spent under the direction of the Board of Selectmen.

ARTICLE 6 RE: Simonds Trust

The article as it appears in the Warrant was moved and seconded by the Ways & Means Committee who voted 9-0 in favor.

MAJORITY VOTED to accept from the Trustees under the will of Marshall Simonds the amount of \$9,500 for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners.

ARTICLE 7 RE: Purchase of Fire Engine

The article was moved and seconded by the Ways & Means Committee who voted 11-0-1 in favor. Capital Budget Committee voted 5-0-1 in favor.

MAJORITY VOTED to transfer from Article 13, Project #02-9 of the May 2001 Town Meeting, the sum of \$157,908 to Article 7 of the January 14, 2002 Town Meeting for purposes of a lease or a purchase of a new fire engine for the Burlington Fire Department.

At 9:30 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew
Town Clerk

**TUESDAY, APRIL 23, 2002
TOWN HALL**

At 6:30 P.M., the Town Meeting Members of Precincts 2 and 5 assembled to fill the vacancies created by the election of Mike Runyan (2) to the Housing Authority and the resignation of Joanne Kinchla (5).

Precinct 2 - Present and voting were: P. Carew, A. Olney

Nominations: Jean B. Golding, 26 Beacon St. #31C – Unanimously voted to fill the vacancy until the next election.

Precinct 5 - Present and voting were: P. Angelo, S. Boari, R. Burkhardt, J. Hanley, N. Hofferty, V. Igo H. Paulsen, P. Roussell, D. Tait

Nominations: Anna Karwan, 8 Francis Wyman Rd.; Auralie Slowey, 13 Paulson Dr., Christopher P. Murphy, 22 Bedford St.

By a vote of Anna Karwan (2), Auralie Slowey (3), and Christopher Murphy (4), Christopher Murphy was appointed to fill the vacancy until the next election.

Attest:

Jane L. Chew
Town Clerk

ADJOURNED (FIRST) TOWN MEETING

FOGELBERG AUDITORIUM, BHS
MONDAY, MAY 13, 2002

A quorum being present, the meeting was called to order at 7:40 P.M. with a salute to the flag. The Moderator swore in New Town Meeting Members. A motion to adjourn to Wed. May 15, 2002 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 1 RE: Reports of Town Officers & Committees

All reports of committees to be heard during the respective article's discussion.

ARTICLE 2 RE: Amend General bylaws, Article II — Representative Town Meeting, Section 1.4, Reapportionment of Voting Precincts and Section 2.0, Town Meeting Members

The article as it appears in the Warrant was moved and seconded. Bylaw Review Committee voted 3-0 in favor.

MAJORITY VOTED to amend the General Bylaws, Article II, Representative Town Meeting Section 1.4, Reapportionment of Voting Precincts by striking the 2nd sentence which reads: "Whenever the town is redivided, the terms of office of all Town Meeting Members shall be terminated, and the provisions of this section shall apply insofar as applicable."

And, further to amend Section 2.0, Town Meeting members, by striking the words "and at each town election next following a redivision of the town into precincts" in the 1st sentence of the 5th paragraph which reads: "At the annual town election of 1994, and at each town election next following a redivision of the town into precincts, eighteen (18) Town Meeting Members shall be elected from each precinct."

And, further, to amend Section 2.0, Town Meeting Members, by striking the words "but not a reprecincting" in the 1st sentence of the 7th paragraph which reads: "At elections subsequent to a reapportionment of representative Town Meeting seats, but not a reprecincting, no term of office of an incumbent Town Meeting Member shall be reduced." And, further, to insert the following new paragraph after the 7th paragraph: "A Town Meeting Member who is removed by a revision of precincts from the precinct from which the member was elected shall not retain membership after the next annual election as an elected member from the precinct from which the member has been removed. The term of a Town Meeting Member who is not removed by a revision of precincts from the precinct from which the member was elected shall not be affected by such revision."

And, further to petition the legislature to amend Section 4 of Chapter 686, An Act Establishing a Representative Town Meeting Form of Government in the Town of Burlington, by striking the words "and at each town election next following a redivision of the town into precincts" in the 1st sentence.

And further, to authorize the General Court to make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of this petition.

Approved by the A.G. . Published Daily Times .

ARTICLE 3 RE: Amend General Bylaws, Article II — Representative Town Meeting (Ethics)

The article as it appears in the Warrant was moved and seconded. Bylaw Review Committee voted 3-0 in opposition.

MAJORITY VOTED amend the General Bylaws by inserting at the conclusion of Article II of the General Bylaws a new section to provide as follows:

Any Town official, including a Town Meeting Representative, shall disclose his or her financial interest, or

that of any person related to the official, prior to speaking on any warrant article or budget item. For the purposes of this section, a town official is "related to" another person if that person is his or her spouse, parent, child, brother, sister or in-law. Provided, however, that any Town Meeting Representative who has a financial interest as set forth in this section shall consider a voluntary abstention from voting on the warrant article or budget item in question. Notification of such abstention shall, if possible, be given to the Moderator in writing before the session in which the article is considered, but at least before debate on the article.

And further to amend Rule #5 of the Town Meeting Rules by inserting: in the second paragraph after the words, "any person" the words ", including Town officials and Town Meeting Representatives,"; in the third paragraph after the words "any person" the words "including Town officials and Town Meeting Representatives," and after the words "such relationship" the words "and financial interest".

Approved by the A.G. . Published Daily Times .

ARTICLE 4 RE: Amend General Bylaws, Article II — Representative Town Meeting (Bylaws)

The article as it appears in the Warrant was moved and seconded. Bylaw Review Committee voted 3-0 in favor.

MAJORITY VOTED to amend the General Bylaws by inserting at the conclusion of Article II of the General Bylaws a new section to provide as follows:

The Town Clerk shall make available to each Town Meeting Representative upon such member being sworn into office a complete set of Town Bylaws, including Zoning Bylaws and all related documents.

Approved by the A.G. . Published Daily Times .

ARTICLE 5 RE: Amend General Bylaws, Article III— Procedure Town Meeting (Town Meeting Attendance)

The article was moved and seconded. Bylaw Review Committee voted 3-0 in opposition. A motion to amend by striking the words "forthwith after the conclusion of each session of the Representative Town Meeting and any Special Town Meeting, shall publish once in the two local papers" and substituting therefore the words "shall, one week prior to the April Town Election, publish in a newspaper of general circulation within the Town" was moved, seconded. Amendment failed.

MAJORITY VOTED to amend the General Bylaws by inserting at the conclusion of Article III of the General Bylaws a new section to provide as follows:

The Town Clerk, forthwith after the conclusion of each session of the Representative Town Meeting and any Special Town Meeting, shall publish once in the two local newspapers of general circulation within the Town complete Town Meeting Representative attendance records which indicate the presence or absence of each Town Meeting Representative for each night of Town Meeting.

Approved by the A.G. . Published Daily Times .

ARTICLE 6 RE: Amend General Bylaws, Article III – Procedure of Town Meeting (Roll Call Votes)

The article as it appears in the Warrant was moved and seconded. Bylaw Review Committee voted 3-0 in opposition. A motion to end debate was moved, seconded and so voted.

The main motion failed.

ARTICLE 7 RE: Amend General Bylaws, Article III – Procedure of Town Meeting (Report of Town Officials)

The article was moved and seconded. Bylaw Review Committee voted 3-0 in favor.

MAJORITY VOTED to amend the General Bylaws by inserting at the conclusion of Article III of the General Bylaws a new section to provide as follows:

Two weeks prior to the first and adjourned sessions of the Representative Town Meeting, and any Special Town Meeting, Town Meeting Representatives shall be provided with a written report prepared by the supervising authority stating the current status of all open warrant articles and projects arising from such warrant articles. The information contained in the report shall include, but not be limited to, actions taken, schedule, expenditures made, and any other information of substance, including legal issues.

Approved by the A.G. . Published Daily Times .

A motion to postpone Article 20 until Monday, May 20, 2002 at 7:30 P.M. was moved and seconded. There was a division of the house and tellers were appointed. By a vote of 41 in favor and 50 opposed, the motion failed.

A motion to postpone Article 20 until Wednesday, May 15, 2002 at 7:30 P.M. was moved, seconded and so voted.

A motion to postpone Article 10 until Wednesday, May 15, 2002 at 7:30 P.M. was moved, seconded and so voted.

A motion to postpone Article 21 until Wednesday, May 15, 2002 at 7:30 P.M. was moved, seconded and so voted.

ARTICLE 8 RE: Amend General Bylaws, Article III – Procedure of Town Meeting (Financial Articles)

MOTION WITHDRAWN WITHOUT OBJECTION

ARTICLE 9 RE: Prouty Road Street Acceptance

The article as it appears in the warrant was moved and seconded.

UNANIMOUSLY VOTED to accept the altered layout as a Town way of Prouty Road, as shown on the plan entitled "Street Acceptance Plan – Prouty Road – Burlington, Massachusetts," dated March 12, 2002, prepared by T.F. Moran Inc.; and to see if the Town will further vote to authorize the Board of Selectmen to acquire by gift an easement to use the area within said layout for all purposes for which public ways are used in the Town of Burlington, said way as so altered being bounded and described as shown on said plan.

ARTICLE 11 RE: Birchcrest St. Alteration of Layout – DPW

The article as it appears in the warrant was moved and seconded.

UNANIMOUSLY VOTED to accept the altered layout as a Town way of Birchcrest Street, as shown on the plan entitled "PLAN of Land at Birchcrest & Sullivan St. in Burlington, Mass" by Northeastern Engineering Associated, Burlington, MA, dated February 23, 2001, revised March 19, 2001; and to see if the Town will further vote to authorize the board of Selectmen to acquire by gift an easement to use the area within said layout for all purposes for which public ways are used in the town of Burlington, said way as so altered being bounded and described as shown on said plan.

ARTICLE 12 RE: Petition the General Court - Exempt Positions from Civil Service

MOTION WITHDRAWN WITHOUT OBJECTION

ARTICLE 13 RE: Petition the General Court - Multiple Offices

The article was moved and seconded. A motion to end debate was moved, seconded and so voted.

MAJORITY VOTED to authorize the Board of Selectmen to petition the General Court for a special act, providing that legislation be adopted as follows:

An Act relative to Limitation on Office Holding for Elected Officials in the Town of Burlington.

Section One: Notwithstanding any general or special law to the contrary, elected officials may hold only one elected position in the Town of Burlington. If any elected official is elected to an additional office in violation of the above prohibition, the elected official will be deemed to have vacated the initial office held upon being sworn in to the new office; provided, however, that if the elected official fails to be sworn into the new office within 10 days of the date of the election, the new office shall be declared vacant.

Section Two: After approval by the General Court, this Act shall be presented to the voters at the next following annual town election. The ballot question shall take the following form:

"Shall the Town of Burlington accept an Act passed by the General Court entitled, "An Act relative to Limitations on Office Holding for Elected Officials in the Town of Burlington?"

If a majority of voters voting on the question vote yes, this Act shall take effect immediately. Provided, however, that any person already holding office at the time the Act is accepted, shall be exempt from the operation of Sections One of the Act until the expiration of the person's current elected term.

The General Court may only make clerical or editorial changes of form to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court. The Board of Selectmen are hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

ARTICLE 14 RE: School Bus Transportation Contract Extension

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who voted in favor to approve a two-year extension of the bus transportation contract between the Town of Burlington and A&F Bus company Inc. pursuant to paragraph #2 of the parties contract dated March 31, 1999 (see backup material).

ARTICLE 15 RE: Transfer of Funds FY'02 Various Accounts

The article was moved and seconded by the Ways & Means Committee who voted 10-0-1 in favor.

MAJORITY VOTED to transfer from: Negotiated Settlements the sum of \$272,625; Snow & Ice Account the sum of \$60,000; and Overlay Reserve the sum of \$223,985 for a total of \$556,610 to pay for expenses incurred in Fiscal Year 2002 to the following accounts same to be spend under the direction of the appropriate authorities:

Police Salaries	275,000
BMEA Salaries	81,610
DPW Salaries	120,000
Police Medical (41-111F)	30,000
Legal-Collective Bargaining	50,000

ARTICLE 16 RE: Administrative & Professional Compensation Plan

The article was moved and seconded by the Ways & Means Committee who voted 9-0-0 in favor.

MAJORITY VOTED to adopt the Administrative & Professional Compensation Plan for Fiscal Year 2003 and to transfer from Overlay Reserve the amount of \$57,000, to fund same plan, same to be spend under the direction of the appropriate authorities.

ARTICLE 17 RE: Fund/and Amend Part-time Salary Plan (under 20 hours)

The article was moved and seconded by the Ways & Means Committee who voted 9-0-0 in favor.

MAJORITY VOTED to adopt the Part-time Salary Plan (under 20 hours) for Fiscal Year 2003 in the amount of \$5,000, same to be transferred from the Overlay Reserve; and furthermore to amend said plan by adding a new section K to create a pay scale for Specialized Interns working within our Departments, same to be spend under the direction of the appropriate authorities.

The Town Accountant presented the 5-Year Financial Plan.

ARTICLE 18 RE: Funding FY '03 Operating Budget

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee.

The budget was voted as a whole with the exception of the following budgets that were voted individually: Central Admin (35-48), Conservation (52-54), DPW (84-98), COA (101-106), BOH (112-122.5), Shawsheen (132), Local Education (133)

MAJORITY VOTED to raise and appropriate or transfer from free cash, as indicated, a sum of 70,482,710 for the items contained within the following Fiscal Year 2003 Operating Budget, same to be spent under the appropriate authorities:

RAISE AND APPROPRIATE:

Treasurer/Collector - Line 1-3

Salaries	379,951
Expenses	15,358
Special Accounts:	
Interest Fund	200
Total	395,509

Assessors - Line 4-6

Salaries	229,645
Expenses	28,030
Special Accounts	0
Total	257,675

Town Clerk - Line 7-9

Salaries	189,992
Expenses	16,075
Special Accounts	34,656
Total	240,723

Moderator - Line 10-11

Salaries	150
Expenses	75
Total	225

Planning Board - Line 12-13

Salaries	144,892
Expenses	11,591
Total	156,483

Ways & Means - Line 14-15

Salaries	1,731
Expenses	350
Total	2,081

Capital Budget - Line 16-17

Salaries	900
Expenses	25
Total	925

Town Admin./Selectmen - Line 18-20

Salaries	303,205
Expenses	8,377

Special Accounts:

Misc. Expenses	17,000
Local Trans. (B-line) (F)	181,910
Total	510,492

Human Resources – Line 20.1-20.3

Salaries	32,630
Expenses	7,888

Special Accounts:

Computer Training Employees	10,000
BMEA/Education	3,500
Total	54,018

Legal - Line 21-24

Legal Fees	120,000
Collective Bargaining	50,000
Tax Title	2,500
Cable TV Negotiations	3,000
Total	175,500

Accounting - Line 25-26

Salaries	207,597
Expenses	675
Total	208,272

Management Info Systems - Line 27-28

Salaries	66,596
Expenses	154,056
Total	220,652

Town Meeting & Reports - Line 29-30

Salaries	3,610
Expenses	18,060
Total	21,670

Registrar of Voters - Line 31-32

Salaries	1,000
Expenses	5,950
Total	6,950

Town Facilities - Line 33-34

Salaries	245,964
Expenses	400,197
Total	646,161

Central Administration - Line 35-48

Central Supply	107,000
Central Machines	27,000
Surplus Buildings	10
Chapter 32B – Health Ins. (F)	5,928,022
Unemployment Comp. (F)	30,000
Pension Reimburse (F)	3,000
Town Insurance (F)	575,000
Financial Audit (F)	36,000
BMEA Education	0 (see Human Resources)
Employee Assist. Program	0
Medicare Tax (F)	315,000
Charles George Settlement (F)	123,657
Memorial Day/Veterans Day	0 (see Veteran Director)
Fourth of July	0
Total	7,144,689

Board Of Appeals - Line 49-51

Salaries	9,734
Expenses	275
Advertising & Mailing	3,700
Total	13,709

Conservation Commission - Line 52-54

Salaries	122,663
Expenses	6,115
Special Accounts:	
Land Mgmt/Legal ads	5,500
Stream Cleaning	20,000
Total	154,278

Historical Commission - Line 55

Expenses	2,159
Total	2,159

Sealer of Weights - Line 56-57

Salaries	4,944
Expenses	900
Total	5,844

Fire Department - Line 58-68.5

Salaries	3,940,362
Expenses	294,784
Special Accounts:	
Medical & Hospital	20,000
Recertification of EMTs	2,730
Tuition & Books	7,000
Clothing Allowance	27,000
Licenses & Certifications	1,000

Town of Burlington

Fire Prevention	7,000
Arson Investigation	900
Training	18,000
HazMat Training/Mgmt.	3,000
Termination Buyback	10
Wellness Program	3,400
Total	4,325,186

Emergency Management Service - Line 69-73

Salaries	5,000
Expenses	19,040
Special Accounts:	
Education	200
Surplus Property	10
Emergency Fund	10
Total	24,260

Building Inspector - Line 74-76

Salaries	340,637
Expenses	25,445
Special Accounts:	
Hazardous Structures	10
Total	366,082

Police Department - Line 77-83

Salaries	4,485,346
Expenses	348,229
Special Accounts:	
Clothing Officer/Traffic Supv.	75,730
Education	46,700
NEMLEC	4,300
Medical (411-F)	20,000
Dead Animal Disposal	1,680
Total	4,981,985

Department of Public Works - Line 84-98

Salaries	2,859,411
Expenses	1,457,922
Special Accounts:	
Administration	
Clothing	12,940
Physical Exams	2,000
Education	3,000
License Renewal	8,500

Highway

Highway 1	74,034
Lane Painting	42,800
Snow & Ice	350,000
Tree Care	19,000

Water & Sewer

Well Cleaning	35,000
Well Pumping	0
Mod. of Well Seal & Perco	7,000
Rubbish & Garbage (F)	2,490,720
Street Lights (F)	422,300
Swift Law (F)	13,000
Total	7,797,627

Community Life Center - Line 99-100

Salaries	306,169
Expenses	17,210
Total	323,379

Council on Aging - Line 101-106

Salaries	103,524
Expenses	11,120

Special Accounts:

Holiday Baskets	400
Minuteman Homecare	4,254
Emergency Account	300
Property Tax Work-Off Program	14,500
Total	134,098

Disability Access - Line 107-108

Salaries	1,327
Expenses	750
Total	2,077

Veteran's Services - Line 109-111.5

Salaries	74,305
Expenses	6,100

Special Accounts:

Veterans Aid	40,000
Memorial & Veteran's Day	2,500
Total	122,905

Board of Health - Line 112-122.5

Salaries	273,280
Expenses	31,550

Special Accounts:

Mosquito Control (F)	28,800
Clinics	3,350
TB Hospital	10
CMARC	10,200

Community Human Service	8,000
Home Health Service	2,000
Premature Babies	10
Hospice	1,500
Hazardous Waste Collection (F)	34,000
Lahey Community Clinic	580
Total	393,280

Recreation Director - Line 123-126

Salaries	394,644
Expenses	36,345
Special Accounts:	
Fee Supported Programs	0
Transportation	10,800
Total	441,789

Recreation Maintenance - Line 127-128.a

Salaries	582,729
Expenses	130,692
Special Accounts:	
Fence Replacement	7,500
Total	720,921

Library - Line 129-131.5

Salaries	632,415
Expenses	127,556
Special Accounts:	
Books/Periodicals	119,650
PC Replacement	0
Total	879,621

A motion to postpone Line 132 until Wednesday, May 15, 2002 was moved, seconded and so voted.

TRANSFER FROM FREE CASH:

Shawsheen Valley School - Line 132 (F) Postponed

RAISE AND APPROPRIATE:

Local Education - Line 133 30,064,587

Debt Service - Line 134-136

Principal (F)	2,005,000
Interest (F)	1,075,240
Temporary Interest (F)	0
Total	3,080,240

TRANSFER FROM FREE CASH:

Reserve Fund - Line 137 200,000

RAISE AND APPROPRIATE:

County Retirement - Line 138 (F) 2,656,657

TRANSFER FROM FREE CASH:

Negotiated Settlements - Line 139 400,000

Stabilization - Line 140 (F) 350,000

Retirement Buy-Out - Line 141 Motion Withdrawn

ARTICLE 19 RE: Funding FY'03 Capital Budget

The article as it appears in the warrant was moved and seconded.

MAJORITY VOTED to raise and appropriate, transfer, or borrow, as indicated, a sum of 1,191,807 for the items contained within the following proposed Fiscal Year 2003 Capital Budget, same to be spent under the appropriate authorities as indicated:

Project No.	Department Project Name/Description	Spending Authority	Approp. Request
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FROM SEWER SURPLUS FUND: 03-1 THRU 03-5

03-1	DPW — Backhoe	Selectmen	75,000
03-2	DPW – Equipment, Water & Sewer Billing Software	Selectmen	55,000
03-3	DPW – Materials	Selectmen	15,000
03-4	DPW – I/I Removal	Selectmen	130,000
03-5	DPW – Equipment Replacement/Generator	Selectmen	31,000

FROM CHAPTER 90: 03-6

03-6	DPW – Pavement Management (Chapter 90)	Selectmen	470,807
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FROM OVERLAY RESERVE: 03-7 THRU 03-12 (03-9*)

03-7	DPW – Water Distribution	Selectmen	110,000
03-8	DPW – Water Tower Cleaning	Selectmen	55,000

A motion to take Article 31 out of order to discuss with item 03-9 and vote separately was moved, seconded and so voted. A motion to end debate was moved, seconded and so voted.

03-9*	DPW – Brook Cleaning	Selectmen	250,000
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Majority voted to transfer from Overlay Reserve the sum of \$75,000, to raise and appropriate the sum of \$95,000, and to transfer from the Oracle TIF Agreement the sum of \$80,000 for a total of \$250,000 to dredge sediments using

vacuum dredging or machine dredging methods only from Long Meadow Brook and Sandy Brook, same to be spent under the direction of the Department of Public Works.

ARTICLE 31 RE: Stream Cleaning

MOTION WITHDRAWN WITHOUT OBJECTION

At 10:50 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 15, 2002**

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 Monday, May 20, 2002 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 18, Line 132, Shawsheen Valley School was taken up as the first order of business without objection.

ARTICLE 18 RE: Funding FY '03 Operating Budget – Continued

MAJORITY VOTED to raise and appropriate or transfer from free cash a sum of 1,036,657 for the items contained within the following Fiscal Year 2003 Operating Budget, same to be spent under the appropriate authorities as indicated:

TRANSFER FROM FREE CASH:

Shawsheen Valley School - Line 132 (F)1,036,657

Articles 20, and 21 and 10 were put before the body to discuss together and vote separately without objection.

ARTICLE 20 RE: Bond Authorization

The article was moved and seconded by the Ways & Means Committee who voted 10-1-0 in favor. The Capital Budget Committee voted 5-0-2 in favor.

A motion to strike the figure \$10,600,000 and substitute therefore the figure \$10,609,650 was moved, seconded and so voted.

A motion to amend Article 20 by adding the following sentence: "Town Meeting acknowledges that placement on the waiting list does not guarantee a grant award within any particular time, and therefore, it may be necessary for the town to issue permanent financing before a grant award is received." was moved and seconded. Amendment failed.

A motion to end debate was moved and seconded. There was a division of the house and tellers were appointed. By a vote of 57 in favor and 35 opposed, the motion to end debate failed.

After further debate, a motion to end debate was moved, seconded and so voted. There was a division of the house and tellers were appointed. By a standing vote of 59 in favor and 29 opposed, the main motion as amended carried. Seven members stood for a roll call vote.

ON A ROLL CALL VOTE OF 58 IN FAVOR, 31 OPPOSED, AND 3 ABSTENTIONS, THE MAIN MOTION AS AMENDED FAILED TO OBTAIN THE REQUIRED 2/3 VOTE.

ARTICLE 21 RE: Temporary BANS

MOTION WITHDRAWN WITHOUT OBJECTION

ARTICLE 10 RE: Transfer of Wildwood School Site to Burlington School Committee

MOTION WITHDRAWN WITHOUT OBJECTION

At 11:15 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 20, 2002**

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, May 22, 2002 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.

The Moderator announced notice of reconsideration on Article 20 was received.

An update on the challenge to Chapter 40B, Comprehensive Permits, was presented to the members by Phil Gallagher, Jayne Hyde and Rep. Charles Murphy.

ARTICLE 19 RE: Funding FY'03 Capital Budget - Continued

MAJORITY VOTED to raise and appropriate, transfer, or borrow, as indicated, a sum of \$333,950 for the items contained within the following proposed Fiscal Year 2003 Capital Budget, same to be spent under the appropriate authorities as indicated:

Project No.	Department Project Name/Description	Spending Authority	Approp. Request
03-10	DPW – Mill Pond Sludge Removal	Selectmen	40,000
03-11	DPW – Leak Detection	Selectmen	20,000
03-12	MIS – Facilities Telemetry (Pilot)	Selectmen	24,250

RAISE AND APPROPRIATE: 03-13 THRU 03-19

03-13	Facilities – Highway Garage-Roof Replacement	Selectmen	60,000
03-14	Recreation – Roof Replacement (Players' Building)	Rec. Comm.	64,000
03-15	Recreation – Marvin Field/ Light Replacement	Rec. Comm.	33,000
03-16	Recreation – Bleacher Replacement	Rec. Comm.	11,700
03-17	Recreation – Vehicle Replacement	Rec. Comm.	29,000
03-18	School – Café Equipment & Infrastructure Replacement	School Com.	42,800

A motion to amend item 03-19 by striking the figure of \$159,200 and substituting therefore the figure \$9,200 was moved, seconded and so voted. Main motion as amended carried.

03-19	School – System-Wide Security Equipment	School Comm.	9,200
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ARTICLE 22 RE: Fund the IAFF Contract

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who voted in favor.

MAJORITY VOTED to transfer from the FY03 Negotiated Settlement Account the sum of \$175,000 to fund the approved International Association of Firefighters (IAFF) Collective Bargaining Agreement, same to be spent under the appropriate authorities.

ARTICLE 23 RE: Drug & Alcohol Task Force

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who voted 10-0-0 in favor.

MAJORITY VOTED to raise and appropriate the sum of \$2,500 to fund the expenses of the Burlington Drug & Alcohol Task Force, same to be spent under the direction of the Board of Selectmen.

ARTICLE 24 RE: Ice Palace Enterprise Fund

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who voted 11-0-1 in favor.

MAJORITY VOTED to transfer \$653,478 from FY03 Ice Palace Receipts to operate the Burlington Ice Palace, same to be spent under the direction of the Board of Selectmen.

ARTICLE 25 RE: Will of Marshall Simonds

The article was moved and seconded by the Ways & Means Committee who voted 10-0-0 in favor.

MAJORITY VOTED to accept from the Trustees under the will of Marshall Simonds the sum of \$9,500 for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners.

ARTICLE 26 RE: Community Custodial Fees

The article was moved and seconded by the Ways & Means Committee who voted 10-0-0 in favor.

MAJORITY VOTED to raise and appropriate the sum of \$25,225 to be expended under the direction of the Burlington School Committee for the purposes 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.

ARTICLE 27 RE: Sewer Services Enterprise Fund

The article was moved and seconded by the Ways & Means Committee who voted 10-0-0 in favor.

MAJORITY VOTED to provide the sum of \$3,274,741 for the Burlington Sewer Services Enterprise Account, of which \$3,274,741 will come from the Burlington Sewer Estimated Revenue Account.

ARTICLE 28 RE: Annual Report/Print Warrants

The article was moved and seconded by the Ways & Means Committee who voted 13-0-0 in favor.

MAJORITY VOTED to raise and appropriate the sum of \$1,500 and change the existing bylaws and rules such that the summary of each warrant article and the subsequent vote shall be included in the Town's Annual Report publication.

ARTICLE 29 RE: Publish Warrant/Newspapers

The article was moved and seconded by the Ways & Means Committee who voted 1-12-0 in opposition.

DEFEATED

ARTICLE 30 RE: Marion Road/Purchase Conservation Land

MOTION WITHDRAWN WITHOUT OBJECTION

ARTICLE 32 RE: S. Bedford Street Culvert Replacement

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who voted in opposition. Capital Budget voted 1-6 in opposition. A motion to postpone indefinitely was moved and seconded. A motion to end debate was moved and seconded and so voted. There was a division of the house and tellers were appointed.

BY A VOTE OF 55 IN FAVOR AND 28 OPPOSED, THE TOWN VOTED TO POSTPONE INDEFINITELY.

At 11:15 P.M. a motion to adjourn was moved, seconded and so voted.

Attest:

Eleanor M. Gelinis
Assistant Town Clerk

ADJOURNED (FIRST) TOWN MEETING

FOGELBERG AUDITORIUM, BHS
WEDNESDAY, MAY 22, 2002

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, May 29, 2002 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 33 RE: Athletic Field Assessment

The article was moved and seconded by the Ways & Means Committee who voted 13-0-0 in favor.

MAJORITY VOTED to raise and appropriate the sum of \$40,000 for the purpose of the Board of Health to fund an environmental assessment of the athletic fields at the high school and to hire a Licensed Site Professional (LSP) to conduct a peer review of the environmental assessment and remedial activities initiated for the petroleum and hazardous materials releases occurring at 108, 110, 116, 118, and 120 Cambridge Street, and 6 Anna Road.

ARTICLE 34 RE: GASB – 34

The article was moved and seconded by the Ways & Means Committee who voted 10-0-0 in favor.

MAJORITY VOTED to raise and appropriate the sum of \$40,000 to pay for software upgrades and services in the Accountants Office to comply with GASB-34 (Asset Reconciliations) requirements.

ARTICLE 35 RE: B-Line Expansion

The article was moved and seconded by the Ways & Means Committee who voted 11-2-0 in favor.

MAJORITY VOTED to raise and appropriate the sum of \$36,000 to provide for expanded hours for the B-Line service and report on rider-ship impact.

A motion to reconsider Article 20 was moved, seconded. There was a division of the house and tellers were appointed. By a vote of 52 in favor 36 opposed, the motion to reconsider failed. Seven members stood for a roll call vote.

ON A ROLL CALL VOTE OF 56 IN FAVOR, 36 OPPOSED, 2 ABSTENTIONS, THE MOTION TO RECONSIDER FAILED TO OBTAIN THE REQUIRED 2/3 VOTE.

Resolution #1, offered by Paul Valleli, TMM Precinct 3, Carried:

An Energy Conservation Measure regarding Light Pollution in the Town of Burlington May 2002

Resolution for the Town Administration to establish a new Zoning Bylaw study committee.

Whereas; properly designed and installed outdoor lighting fixtures can be, and is very useful in improving visibility and safety and a sense of security, while at the same time minimizing energy use and operating costs.

Whereas; glare from poorly-designed or poorly-installed lighting can cause a safety hazard by severely hampering the vision of pedestrians, drivers, and cyclists.

Whereas; poor outdoor lighting causes light trespass. That is, such lighting shines outward onto neighborhood properties and into bedroom windows, reducing privacy, hindering sleep, and creating an un-attractive appearance to the area.

Whereas; much outdoor lighting wastes energy because it is not well-designed by a cognizant engineer. Estimates by the International Dark Sky Association indicate a waste of at least 1_ billion dollars per year in the United States, alone! This waste results in higher operating costs and increased environmental pollution from the extra power generation and facilities needed....and all that is accomplished is lighting up the night sky.

Whereas; each year, millions of migrating birds die after becoming disoriented and then collide with tower/tall building spotlights. (Audubon Society Study)

Therefore, be it resolved that the Town Administrator appoint a committee to study the problems of light pollution as it affects residents and the business community of the Town of Burlington.

Further, The Commission (mission statement) of the committee shall be:

The committee is to report the findings of the study on a timely schedule to the public at-large and to propose Zoning Bylaw Additions/Revisions and/or Building Code Recommendations for lighting standards for consideration by Town Meeting Members and the various responsible Boards such as Planning, BOS, Conservation, DPW.

Resolution #2, offered by James Williams, TMM Precinct 3, Carried:

Seek Alternative Stream Cleaning Methods

Be it resolved that Town Meeting respectfully requests the appropriate elected and appointed Town officials to give serious consideration to alternative methods of

stream cleaning and dredging which are less expensive and more effective than what is currently the preferred method, and which are methods being successfully used by other communities in the Commonwealth of Massachusetts.

Resolution #3, offered by Anne Rowe, TMM Precinct 3, Failed:

Be it resolved that the Burlington Town Meeting obtain a written, signed opinion from Town Counsel regarding new information before a reconsideration of a vote.

At 8:45 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Eleanor M. Gelinas
Assistant Town Clerk

SPECIAL TOWN MEETING

**WEDNESDAY, JUNE 26, 2002
FOGELBERG AUDITORIUM – BHS**

A quorum being present, the meeting was called to order at 7:40 P.M. with a salute to the flag. The Moderator asked for a moment of silence in memory of Frank Baxter, former longtime Planning Board Member. The reading of the Warrant and Constable's Report was waived upon unanimous consent.

The Moderator notified the members of a Resolution to be taken up at the end of the meeting. A motion to take Article 7 out of order was moved and seconded. Motion failed.

ARTICLE 1 RE: Bond Authorization

The article was moved and seconded by the Ways & Means Committee who voted 8-4 in favor. Capital Budget Committee voted 4-0 in favor. After considerable debate a motion to end debate was moved and seconded. There was a division of the house and tellers were appointed. By a vote of 48 in favor and 33 opposed, the motion to end debate failed. After continued discussion, 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 54 IN FAVOR AND 33 OPPOSED, THE MAIN MOTION FAILED.

ARTICLE 2 RE: Temporary BANS

MOTION WITHDRAWN WITHOUT OBJECTION

ARTICLE 3 RE: Transfer of Wildwood School Site to the Burlington School Committee

MOTION WITHDRAWN WITHOUT OBJECTION

ARTICLE 4 RE: Amend General Bylaws, Article III

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee. A motion to amend by inserting the word "capital" after the word "financial" where it appears, and to strike the word "unanimously" was moved and seconded. Amendment carried.

A motion to Postpone until September was moved, seconded and so voted.

ARTICLE 5 RE: Amend General Bylaws, Article III

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee.

A motion to Postpone until September was moved, seconded and so voted.

ARTICLE 6 RE: Amend General Bylaws, Article III

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee. An amendment to strike the words "requiring the" and inserting therefore the words "that ultimately will require bonding and an" was moved and seconded. Amendment withdrawn. A motion to end debate was moved, seconded and so voted.

DEFEATED

ARTICLE 7 RE: School Enrollment/Space Assessment

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who voted 3-9-1 in opposition. After some debate, a motion to end debate was moved, seconded and so voted.

DEFEATED

RESOLUTION #1 – offered by J. George, Precinct 2

Be it resolved to ask Town Meeting whether it is the sense of this meeting that a referendum petition be filed to overturn the vote under Article 1. Resolution Withdrawn.

At 11:20 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew
Town Clerk

ADJOURNED (SECOND) TOWN MEETING

FOGELBERG AUDITORIUM, BHS
MONDAY, SEPTEMBER 9, 2002

A quorum being present, the meeting was called to order at 7:55 P.M. with a salute to the flag. The reading of the Warrant and Constable's Report was waived upon unanimous consent.

The Selectmen were meeting and not present at the convening of the meeting. The Moderator proceeded with articles of other departments.

ARTICLE 2 RE: Annual Town Election Date 2003

The article as it appears in the warrant was moved and seconded.

MAJORITY VOTED to set the Annual Town Election Date as Saturday, April 5, 2003 between the hours of 8:00am until 8:00pm.

ARTICLE 3 RE: Amend Administrative and Professional Classification Plan/Director of Health Services

The article as it appears in the warrant was moved and seconded. A motion to postpone until the January 2003 Town Meeting was moved and seconded.

MAJORITY VOTED to postpone until January 2003.

ARTICLE 7 RE: Marion Road/Purchase Conservation Land

The article was moved and seconded. Ways and Means voted 10-0-1 in favor. Capital Budget Committee voted 5-0-0 in favor.

UNANIMOUSLY VOTED to:

- a) to provide the sum of \$700,000.00 (Seven Hundred Thousand and 00/100 Dollars) for the purpose of acquiring, for conservation and passive recreation purposes, the fee ownership interest in that property, or in a portion of that property, located on Marion Road, Burlington, Middlesex County, shown as Assessor's Parcel 235 on Map 21, and consisting of approximately 15.7 acres, said property now or formerly owned by John H. McCarthy and Mona M. Burton; and
- b) authorize the Conservation Commission to acquire the fee ownership interest in said property, or in a portion of said

property, for conservation and passive recreation purposes subject to the protections of Article 97 of the Amendments of the Massachusetts Constitution, upon such terms and conditions as the Conservation Commission, with the approval of the Board of Selectmen, shall determine to be appropriate, and that said interests in said property be conveyed to the Town under the provisions of Massachusetts General Laws, Chapter 40, section 8C, as it may hereafter be amended, and other Massachusetts statutes relating to conservation, to be managed and controlled by the Conservation Commission; and

c) authorize the Conservation Commission to submit on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements from the Executive Office of Environmental Affairs and under any state and/or federal programs including those in aid of conservation land acquisition and to receive and accept such grants or reimbursement for this purpose, and/or any others in any way connected with the scope of this Article, and that the Board of Selectmen and/or the Conservation Commission be authorized to enter into all agreements and execute any and all instruments, including a grant of a perpetual conservation restriction to the Department of Environmental Management or any other state or federal agency, which may contain, among other things, an access easement to the public at large to use the property at no charge, as may be necessary on behalf of the Town to effect said purchase or obtain such grant; and

d) authorize the Conservation Commission, the Board of Selectmen, and Town officers to take all related actions necessary or appropriate to carry out this acquisition, or act or transact anything in relation thereto;

and furthermore to accept and to transfer from the Route 3N Open Space Grant the sum of \$466,666 and transfer from the Conservation Commission Land Acquisition Accounts the sum of \$84,334 and raise and appropriate the sum of \$149,000 for a total of \$700,000.

ARTICLE 8 RE: Replacement of Carpet Flooring Burlington Public Library

The article was moved and seconded. Ways and Means voted 8-1-0 in favor. Capital Budget Committee voted 5-0-0.

MAJORITY VOTED to raise and appropriate the sum of \$34,243 for purposes of replacing the damaged flooring on both floors of the library.

The Selectmen arrived at the meeting and the warrant articles were resumed in the order printed in the warrant.

ARTICLE 1 RE: Reports of Town Officers & Committees

The Town Administrator updated Town Meeting on the status of the Land Swap, Military Housing Units, and Stream Cleaning.

ARTICLE 4 RE: Petition State Legislature Re: Acceptance of Certain Ways Within Burlington

The article was moved and seconded.

MAJORITY VOTED that the he Board of Selectmen be authorized 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 (excluding sequence #325 Prouty Road which has previously accepted) 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 meeting 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 may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of this petition.

Private Street to be Accepted

Sequence #	Street Name	Length	Width
465	A St	1137	40
467	Adams St	1918	40
1	Ainsworth St	689	40
8	Anna Rd	679	40
12	Ardmore Ave	889	35
13	Arlington Rd	2418	40
15	Arthur Woods Ave	1787	40
468	B St	813	45
17	Barbara Cir	1030	40
29	Belmont Rd	843	40
30	Bennett Ln	594	40
31	Bethel Ln	321	40
32	Birch St	630	40
34	Birchcrest St	1710	40
35	Black Horse Ln	1595	40
47	Burlington Mall Rd	7770	90
51	Butters Ln	420	40
56	Carlton Ave	1043	45
64	Cedar St	2228	40
69	Chandler Rd	3321	40
72	Chestnut Ave	1931	35
80	Cook Rd	630	35
83	Cormier Rd	1413	45
84	County Rd	2325	40
89	Crowley Rd	899	40
510	Cypress Dr	325	40
92	Dale St	292	45
93	Daniel Dr	1781	40
97	Demone Dr	843	40
99	Derryfield Ave	479	40
101	Donald Rd	3200	40
103	Doris St	157	35

104	Dorothy Rd	420	40
105	Douglas Ave	1940	40
106	Drake Rd	2505	35
114	Edsel Dr	397	40
477	Edwards Rd	561	45
115	Eisenhower Dr	751	40
136	Fox Hill Rd	4870	40
138	Frances Rd	722	40
147	Ganley Dr	863	40
148	Gardner Way	636	35
149	Garrity Rd	1305	40
152	Gibson St	1312	45
154	Given Dr	715	40
155	Gleason Rd	384	40
157	Glendale Rd	879	45
160	Goodwin Dr	466	40
481	Grant Ave	1164	35
482	Great Meadow Rd	2663	35
165	Guild Rd	420	45
169	Hansen Ave	387	40
172	Hart St	279	35
176	Heather Dr	453	45
182	High Pine Ave	774	40
183	Highland Way	1098	40
186	Hillside Ave	640	35
187	Hilltop Dr	2991	40
189	Holden Ave	1565	40
194	Independence Dr	853	35
196	Irene St	1033	35
483	Ivy Lane Ext	600	35
199	Jackson Rd	1354	35
201	Janet Rd	348	35
511	Johns Rd	413	40
205	Johnson Rd	836	20
207	Josephine Ave	462	35
212	Kenmere Ave	1206	45
218	Larson Cir	230	40
219	LaSalette Dr	213	40
233	Locust St	4850	40
240	Macon Rd	1859	40
246	Manning St	436	40
247	Manor Ave	1096	40
250	Marie Cir	325	40
252	Marjorie Rd	1036	35
255	Martin St	377	30
257	Mary St	735	40
261	Mayflower Ave	308	30
267	Mellin St	952	45

277	Mooney Cir	236	45
278	Mooney Rd	741	40
290	Newbridge Ave	2081	40
291	Nichold St	469	30
490	Old Concord Rd	1410	40
493	Olympian Way	148	45
301	Paige Rd	879	40
303	Partridge Ln	1250	40
305	Patricia Way	512	40
306	Patriot Rd	1481	40
307	Paul St	761	35
309	Paulson Dr	1873	40
311	Pearl St	341	45
497	Pine Glen Way	328	45
319	Pinewold Ave	961	40
322	Pontos Ave	836	35
330	Randall Dr	941	40
332	Raymond Rd Ext	462	35
334	Redmond St	262	35
335	Reed St	341	40
336	Richard Rd	787	40
338	Richfield St	794	35
339	Ridge Rd	335	30
348	Russell Cir	371	40
349	Ruthven Ave	1079	40
350	Sandra Ave	1338	40
355	Sawmill Rd	1276	40
357	Scott Ave	472	35
362	Sewall St	1033	40
368	Short St	358	40
375	South Bedford St	2094	40
382	Stephanie St	587	40
384	Stonewall Ln	630	40
385	Stony Brook Rd	1950	40
386	Sullivan St	768	40
387	Sumner St	1483	40
388	Sumpter Rd	850	40
392	Susan Ave	1244	40
393	Swain Road West	590	40
503	Terry Ave	859	45
400	Theodore Cir	702	45
401	Theresa Ave	400	35
402	Thistle Rd	850	40
406	Toner Dr	489	45
418	Vincent Rd	856	40
420	Violet Rd	892	40
424	Walnut St	420	40
425	Ward St	974	35

433	Whitney St	440	40
434	Wildmere Ave	2093	35
437	Wilhelmina Ave	1007	40
449	Winter St	943	40

ARTICLE 5 RE: Acceptance of Early Retirement Incentive

The article as it appears in the warrant was moved and seconded.

MAJORITY VOTED to accept the provisions of Chapter 116 of the Acts of 2002 which will allow the Town to offer an Early Retirement Incentive program to eligible employees who choose to participate in the incentives provided for in the legislation.

ARTICLE 6 RE: Funding for Early Retirement Incentive

The article was moved and seconded. Ways and Means voted 9-1-0 in favor.

MAJORITY VOTED to transfer from the Encumbered Negotiated Settlement \$100,000 and from Encumbered Chapter 32B \$250,000 for a total of \$350,000 to pay for the cost of retiring employees accrued time.

ARTICLE 9 RE: Design, Engineering and Preparation of Bid Documents/Marshall Simonds Middle School

The article was moved and seconded. Ways and Means voted 11-0-0 in favor. Capital Budget Committee voted 2-0-3. After some debate, a motion to move the question was seconded and so voted. Seven members stood for a Roll Call.

BY A VOTE OF 78 IN FAVOR AND 9 OPPOSED, THE TOWN VOTED to raise and appropriate the sum of \$569,784 to fund the fees necessary to complete the study and bid documents for the Marshall Simonds Middle School renovations.

ARTICLE 10 RE: Pine Glen Elementary School Elevator

The article was moved and seconded. Ways and Means voted 11-0-0 in favor. Capital Budget Committee voted 5-0-0 in favor.

MAJORITY VOTED to raise and appropriate the sum of \$50,000 to design and install an elevator in the Pine Glen elementary school to comply with the requirements of the ADA.

ARTICLE 11 RE: Amend Town's Wireless Overlay District

A motion to postpone indefinitely was moved and seconded.

MAJORITY VOTED to postpone indefinitely.

Resolution #1 offered by Dan DiTucci, Precinct 6.

Be it resolved that the Burlington Town Meeting and the Burlington School Committee hereby agree to discuss and debate the merits of the K-5 concept at the Wildwood School site for purposes of addressing overcrowding in the elementary schools and to present said plan for consideration at the January 2003 Town Meeting.

Resolution failed.

Resolution #2 offered by Paul Valleli, Precinct 3

Town Meeting membership request the Board of Selectmen appoint and hire legal counsel to rule on the legality of the loss of the affordable housing deed restriction due to foreclosure of 133 South Bedford St.

Resolution failed.

At 11:05 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew
Town Clerk

TOWN ACCOUNTANT

SUBJECT: FINANCIAL STATEMENTS FISCAL 2002

Enclosed are the audited financial statements of the Town of Burlington for the period ending June 30, 2002. These statements have been prepared by this office and our independent auditor Powers & Sullivan.

Respectfully submitted,

Patrick J. Mullin
Town Accountant

TOWN OF BURLINGTON, MASSACHUSETTS

***REPORT ON EXAMINATION OF
GENERAL PURPOSE FINANCIAL STATEMENTS***

FISCAL YEAR ENDED JUNE 30, 2002

TOWN OF BURLINGTON, MASSACHUSETTS
REPORT ON EXAMINATION OF
GENERAL PURPOSE FINANCIAL STATEMENTS
FISCAL YEAR ENDED JUNE 30, 2002

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Powers & Sullivan

Certified Public Accountants



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Independent Auditors' Report

RAN·ONE | member

To the Honorable Board of Selectmen
Town of Burlington, Massachusetts

We have audited the accompanying general purpose financial statements of the Town of Burlington, Massachusetts, as of and for the fiscal year ended June 30, 2002, as listed in the table of contents. These general purpose financial statements are the responsibility of the Town of Burlington's management. Our responsibility is to express an opinion on these general purpose 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 general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Inasmuch as the Commonwealth of Massachusetts does not require the capitalization of fixed assets, the Town has not maintained complete historical cost records of its General Fixed Assets. Accordingly, a statement of General Fixed Assets, required by accounting principles generally accepted in the United States of America, is not included in the general purpose financial statements.

As more fully described in Note 1, the Town maintains their Sewer Enterprise Fund on the modified accrual basis of accounting. Accordingly, the Sewer Enterprise Fund is not intended to present the financial position and results of operations in conformity with accounting principles generally accepted in the United States of America.

In our opinion, except for the effect on the general purpose financial statements of the matters described in the preceding two paragraphs, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Burlington, Massachusetts, as of June 30, 2002, and the results of its operations and the cash flows of its Proprietary Fund Types and Nonexpendable Trust Funds 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 December 20, 2002, 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.

December 20, 2002

General Purpose Financial Statements

2002 Annual Report

ALL FUND TYPES AND ACCOUNT GROUPS COMBINED BALANCE SHEET

JUNE 30, 2002

	Governmental Fund Types		
	General	Special Revenue	Capital Projects
ASSETS AND OTHER DEBITS			
Cash and short-term investments.....	\$ 11,884,544	\$ 3,226,184	\$ 50,343
Investments.....	-	-	-
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	832,895	-	-
Tax liens.....	449,453	-	-
Tax foreclosures.....	-	-	-
Motor vehicle and other excise taxes.....	321,372	-	-
Water fees.....	186,747	-	-
Sewer fees.....	-	-	-
Departmental and other.....	180,993	-	-
Intergovernmental.....	3,398,000	526,000	-
Investment in joint venture.....	2,807,315	-	-
Working capital deposit.....	-	-	-
Fixed assets, net of accumulated depreciation.....	-	-	-
Amounts to be provided for retirement of long-term obligations.....	-	-	-
TOTAL ASSETS AND OTHER DEBITS.....	\$ 20,061,319	\$ 3,752,184	\$ 50,343
LIABILITIES AND FUND EQUITY			
LIABILITIES:			
Warrants payable.....	\$ 396,392	\$ 85,983	\$ -
Accrued payroll.....	1,245,452	7,009	-
Health claims payable.....	-	-	-
Liabilities due depositors.....	-	-	-
Other liabilities.....	1,219,461	-	-
Deferred revenues.....	5,237,461	503,515	-
Accrued compensated absences.....	-	-	-
Workers' compensation.....	-	-	-
Court judgments.....	-	-	-
Bonds and notes payable.....	-	-	-
TOTAL LIABILITIES.....	8,098,766	596,507	-
FUND EQUITY:			
Retained earnings.....	-	-	-
Fund balances:			
Reserved for:			
Encumbrances and continuing appropriations.....	2,915,729	-	-
Nonexpendable trusts.....	-	-	-
Stabilization.....	-	-	-
Unreserved:			
Designated for investment in joint venture.....	2,807,315	-	-
Designated for subsequent year's expenditures.....	1,739,204	-	-
Undesignated.....	4,500,305	3,155,677	50,343
TOTAL FUND EQUITY.....	11,962,553	3,155,677	50,343
TOTAL LIABILITIES AND FUND EQUITY.....	\$ 20,061,319	\$ 3,752,184	\$ 50,343

See notes to general purpose financial statements.

Town of Burlington, Massachusetts

General Purpose Financial Statements

Town of Burlington

Proprietary Fund Types			Fiduciary Fund Types	Account Group	
Ice Palace Enterprise	Sewer Enterprise	Internal Service	Trust and Agency	General Long-Term Obligations	Total (Memorandum Only)
\$ 186,177	\$ 1,938,656	\$ 1,656,952	\$ 5,718,387	\$ -	\$ 24,661,243
-	-	-	1,003,667	-	1,003,667
-	-	-	-	-	832,895
-	-	-	-	-	449,453
-	28,564	-	-	-	28,564
-	-	-	-	-	321,372
-	-	-	-	-	186,747
-	341,412	-	-	-	341,412
-	-	-	41,771	-	222,764
-	-	-	-	-	3,924,000
-	-	-	-	-	2,807,315
-	-	948,400	-	-	948,400
1,631,706	-	-	-	-	1,631,706
-	-	-	-	25,529,530	25,529,530
<u>\$ 1,817,883</u>	<u>\$ 2,308,632</u>	<u>\$ 2,605,352</u>	<u>\$ 6,763,825</u>	<u>\$ 25,529,530</u>	<u>\$ 62,889,068</u>
\$ -	\$ 1,201	\$ 928,526	\$ 41	\$ -	\$ 1,412,143
-	-	-	34,881	-	1,287,342
-	-	834,000	-	-	834,000
-	-	-	4,080,728	-	4,080,728
-	-	-	-	-	1,219,461
-	369,976	-	-	-	6,110,952
-	-	-	-	2,796,000	2,796,000
-	-	-	-	131,000	131,000
-	-	-	-	118,900	118,900
1,404,000	-	-	-	22,483,630	23,887,630
<u>1,404,000</u>	<u>371,177</u>	<u>1,762,526</u>	<u>4,115,650</u>	<u>25,529,530</u>	<u>41,878,156</u>
413,883	1,937,455	842,826	-	-	3,194,164
-	-	-	-	-	2,915,729
-	-	-	358,480	-	358,480
-	-	-	1,022,151	-	1,022,151
-	-	-	-	-	2,807,315
-	-	-	-	-	1,739,204
-	-	-	1,267,544	-	8,973,869
<u>413,883</u>	<u>1,937,455</u>	<u>842,826</u>	<u>2,648,175</u>	<u>-</u>	<u>21,010,912</u>
<u>\$ 1,817,883</u>	<u>\$ 2,308,632</u>	<u>\$ 2,605,352</u>	<u>\$ 6,763,825</u>	<u>\$ 25,529,530</u>	<u>\$ 62,889,068</u>

2002 Annual Report

ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FISCAL YEAR ENDED JUNE 30, 2002

	Governmental Fund Types			Fiduciary Fund Type	Total (Memorandum only)
	General	Special Revenue	Capital Projects	Expendable Trusts	
REVENUES:					
Real estate and personal property taxes, net of tax refunds.....	\$ 49,872,416	\$ -	\$ -	\$ -	\$ 49,872,416
Motor vehicle and other excise taxes.....	2,982,940	-	-	-	2,982,940
Hotel/motel tax.....	1,191,603	-	-	-	1,191,603
Charges for services.....	1,822,432	-	-	-	1,822,432
Intergovernmental.....	11,729,300	1,794,139	48,210	-	13,571,649
Departmental and other.....	1,511,105	2,671,519	-	-	4,182,624
Contributions.....	-	600,000	-	268,791	868,791
Investment income.....	509,037	3,158	-	80,559	592,754
TOTAL REVENUES.....	69,618,833	5,068,816	48,210	349,350	75,085,209
EXPENDITURES:					
Current:					
General government.....	3,454,050	319,628	1,521	-	3,775,199
Public safety.....	9,452,852	72,310	-	-	9,525,162
Education.....	30,783,745	3,742,922	-	169,050	34,695,717
Public works.....	8,474,573	452,154	164,831	13,815	9,105,373
Human services.....	1,049,963	62,583	-	-	1,112,546
Culture and recreation.....	2,292,304	602,191	-	41	2,894,536
Pension benefits.....	5,763,113	-	-	-	5,763,113
Employee benefits.....	5,860,787	-	-	-	5,860,787
State and county charges.....	716,373	-	-	-	716,373
Debt service:					
Principal.....	2,050,000	-	-	-	2,050,000
Interest.....	1,176,936	-	-	-	1,176,936
TOTAL EXPENDITURES.....	71,074,696	5,251,788	166,352	182,906	76,675,742
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....	(1,455,863)	(182,972)	(118,142)	166,444	(1,590,533)
OTHER FINANCING SOURCES (USES):					
Proceeds from bonds and notes.....	-	-	144,630	-	144,630
Operating transfers in.....	756,400	3,385,949	-	350,000	4,492,349
Operating transfers out.....	(1,276,007)	(2,729,942)	-	-	(4,005,949)
TOTAL OTHER FINANCING SOURCES (USES).....	(519,607)	656,007	144,630	350,000	631,030
NET CHANGE IN FUND BALANCES.....	(1,975,470)	473,035	26,488	516,444	(959,503)
FUND BALANCES AT BEGINNING OF YEAR.....	13,938,023	2,682,642	23,855	1,773,251	18,417,771
FUND BALANCES AT END OF YEAR.....	\$ 11,962,553	\$ 3,155,677	\$ 50,343	\$ 2,289,695	\$ 17,458,268

See notes to general purpose financial statements.

Town of Burlington

GENERAL FUND STATEMENT OF REVENUES AND EXPENDITURES BUDGETARY BASIS - BUDGET AND ACTUAL

FISCAL YEAR ENDED JUNE 30, 2002

	Budgeted Amounts		Actual	Variance
	Original Budget	Final Budget	Budgetary Amounts	Over (Under)
REVENUES:				
Real estate and personal property taxes, net of tax refunds.....	\$ 49,074,649	\$ 49,677,641	\$ 49,870,416	\$ 192,775
Motor vehicle and other excise taxes.....	3,262,000	3,262,000	2,982,940	(279,060)
Hotel/motel tax.....	1,300,000	1,300,000	1,191,603	(108,397)
Charges for services.....	1,692,000	1,692,000	1,822,432	130,432
Intergovernmental.....	8,308,120	8,308,120	8,329,300	21,180
Departmental and other.....	1,558,000	1,558,000	1,511,105	(46,895)
Investment income.....	800,000	800,000	509,037	(290,963)
TOTAL REVENUES.....	65,994,769	66,597,761	66,216,833	(380,928)
EXPENDITURES:				
Current:				
General government.....	3,981,993	4,041,960	3,454,050	587,910
Public safety.....	9,537,493	9,915,771	9,452,852	462,919
Education.....	29,666,637	30,982,304	30,783,745	198,559
Public works.....	8,391,315	9,691,926	9,132,214	559,712
Human services.....	1,007,777	1,080,727	1,049,963	30,764
Culture and recreation.....	2,203,797	2,398,613	2,292,304	106,309
Pension benefits.....	2,363,113	2,363,113	2,363,113	-
Employee benefits.....	6,951,541	6,937,309	5,860,787	1,076,522
State and county charges.....	709,767	709,767	716,373	(6,606)
Debt service:				
Principal.....	2,050,000	2,050,000	2,050,000	-
Interest.....	1,176,936	1,176,936	1,176,936	-
TOTAL EXPENDITURES.....	68,040,369	71,348,426	68,332,337	3,016,089
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....	(2,045,600)	(4,750,665)	(2,115,504)	2,635,161
OTHER FINANCING SOURCES (USES):				
Operating transfers in.....	54,000	696,400	756,400	60,000
Operating transfers out.....	(1,276,007)	(1,276,007)	(1,276,007)	-
TOTAL OTHER FINANCING SOURCES (USES).....	(1,222,007)	(579,607)	(519,607)	60,000
NET CHANGE IN FUND BALANCE.....	(3,267,607)	(5,330,272)	(2,635,111)	2,695,161
BUDGETARY FUND BALANCE, Beginning of year.....	11,658,349	11,658,349	11,658,349	-
BUDGETARY FUND BALANCE, End of year.....	\$ 8,390,742	\$ 6,328,077	\$ 9,023,238	\$ 2,695,161

See notes to general purpose financial statements.

2002 Annual Report

ALL PROPRIETARY FUND TYPES AND NONEXPENDABLE TRUST FUNDS COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND EQUITY

FISCAL YEAR ENDED JUNE 30, 2002

	Proprietary Fund Types			Fiduciary Fund Type	Total (Memorandum Only)
	Ice Palace Enterprise	Sewer Enterprise	Internal Service	Nonexpendable Trusts	
OPERATING REVENUES:					
Employee contributions	\$ -	\$ -	\$ 2,729,094	\$ -	\$ 2,729,094
Employer contributions	-	-	4,790,397	-	4,790,397
Charges for services	681,213	3,513,556	-	-	4,194,769
TOTAL OPERATING REVENUES	681,213	3,513,556	7,519,491	-	11,714,260
OPERATING EXPENSES:					
Cost of services and administration	448,250	3,110,836	-	-	3,559,086
Depreciation	60,789	-	-	-	60,789
Employee benefits	-	-	6,738,511	-	6,738,511
TOTAL OPERATING EXPENSES	509,039	3,110,836	6,738,511	-	10,358,386
OPERATING INCOME (LOSS)	172,174	402,720	780,980	-	1,355,874
NONOPERATING REVENUES (EXPENSES):					
Investment income	1,132	-	26,125	-	27,257
Interest expense	(78,937)	-	-	-	(78,937)
TOTAL NONOPERATING REVENUES (EXPENSES), NET	(77,805)	-	26,125	-	(51,680)
INCOME (LOSS) BEFORE OPERATING TRANSFERS	94,369	402,720	807,105	-	1,304,194
OPERATING TRANSFERS:					
Transfers in	-	210,000	-	-	210,000
Transfers out	-	(696,400)	-	-	(696,400)
TOTAL OPERATING TRANSFERS	-	(486,400)	-	-	(486,400)
NET INCOME (LOSS)	94,369	(83,680)	807,105	-	817,794
FUND EQUITY, Beginning of year	319,514	2,021,135	35,721	358,480	2,734,850
FUND EQUITY, End of year	\$ 413,883	\$ 1,937,455	\$ 842,826	\$ 358,480	\$ 3,552,644

See notes to general purpose financial statements.

Town of Burlington

ALL PROPRIETARY FUND TYPES AND NONEXPENDABLE TRUST FUNDS COMBINED STATEMENT OF CASH FLOWS

FISCAL YEAR ENDED JUNE 30, 2002

	Proprietary Fund Types			Fiduciary Fund Type	Total (Memorandum Only)
	Ice Palace Enterprise	Sewer Enterprise	Internal Service	Nonexpendable Trusts	
CASH FLOWS FROM OPERATING ACTIVITIES:					
Receipts from customers and users.....	\$ 681,213	\$ 3,513,556	\$ 2,729,094	\$ -	\$ 6,923,863
Receipts from interfund services provided.....	-	-	4,790,397	-	4,790,397
Payments to vendors.....	(291,362)	(3,109,635)	-	-	(3,400,997)
Payments to employees.....	(156,888)	-	-	-	(156,888)
Payments for interfund services used.....	-	-	(6,597,216)	-	(6,597,216)
NET CASH FROM OPERATING ACTIVITIES.....	232,963	403,921	922,275	-	1,559,159
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:					
Transfers in.....	-	210,000	-	-	210,000
Transfers out.....	-	(696,400)	-	-	(696,400)
NET CASH FROM NONCAPITAL FINANCING ACTIVITIES.....	-	(486,400)	-	-	(486,400)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:					
Acquisition and construction of capital assets.....	(39,800)	-	-	-	(39,800)
Principal payments on bonds and notes.....	(132,000)	-	-	-	(132,000)
Interest expense.....	(78,937)	-	-	-	(78,937)
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....	(250,737)	-	-	-	(250,737)
CASH FLOWS FROM INVESTING ACTIVITIES:					
Proceeds from sales and maturities of investments.....	-	-	301,689	-	301,689
Investment income.....	1,132	-	26,125	-	27,257
NET CASH FROM INVESTING ACTIVITIES.....	1,132	-	327,814	-	328,946
NET CHANGE IN CASH AND SHORT-TERM INVESTMENTS.....	(16,642)	(82,479)	1,250,089	-	1,150,968
CASH AND SHORT-TERM INVESTMENTS AT BEGINNING OF YEAR.....	202,819	2,021,135	406,863	-	2,630,817
CASH AND SHORT-TERM INVESTMENTS AT END OF YEAR.....	\$ 186,177	\$ 1,938,656	\$ 1,656,952	\$ -	\$ 3,781,785
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:					
Operating income (loss).....	\$ 172,174	\$ 402,720	\$ 780,980	\$ -	\$ 1,355,874
Adjustments to reconcile operating income (loss) to net cash from operating activities:					
Depreciation.....	60,789	-	-	-	60,789
Changes in assets and liabilities:					
Working capital deposit.....	-	-	(95,900)	-	(95,900)
Warrants payable.....	-	1,201	115,195	-	116,396
Health claims payable.....	-	-	122,000	-	122,000
Total adjustments.....	60,789	1,201	141,295	-	203,285
NET CASH FROM OPERATING ACTIVITIES.....	\$ 232,963	\$ 403,921	\$ 922,275	\$ -	\$ 1,559,159

See notes to general purpose financial statements.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying general purpose financial statements of the Town of Burlington, Massachusetts (the 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 governed by an elected Board of Selectmen. As required by GAAP, these general purpose financial statements present the government and its component units, entities for which the Town is considered to be financially accountable.

The Town has 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 Town's general purpose financial statements to be misleading or incomplete. The Town has no Component Units that require inclusion in these general purpose 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 June 30, 2002, the Town's equity interest of \$2,807,315 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. Measurement Focus, Basis of Accounting and Basis of Presentation

The accounts of the Town are organized and operated on the basis of funds and account groups. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related, legal and contractual provisions. The minimum numbers of funds are maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of governmental funds not recorded directly in those funds.

The Town has the following fund types and account group:

Governmental Funds are used to account for the Town's general governmental activity. Governmental fund types use 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.

The Town considers real estate and personal property tax revenues 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 by the Town, 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.

Governmental funds include the following fund types:

The *General Fund* is the general operating fund of the Town. It is used to account for all financial resources, except those required to be accounted for in another fund.

The *Special Revenue Fund* is used to account for the proceeds of specific revenue sources (other than Expendable Trusts or Capital Projects) 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 Trust Funds).

Proprietary Funds are accounted for on 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 at the time liabilities are incurred. For Proprietary Fund accounting, the Town applies all applicable Financial Accounting Standard Board pronouncements issued on or prior to November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

The *Enterprise Funds* are used to account for those operations that are financed and operated in a manner similar to private business or where the Town has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability. The Town accounts for its Ice Palace (skating rink) and sewer operations in the Enterprise Fund.

The Town has not maintained adequate records to properly account for the Sewer Enterprise Fund using a flow of economic resources measurement focus and the accrual basis of accounting. The Town does not record fixed assets, depreciation, accrued revenues and accrued expenses. Therefore the financial statements of the Sewer Enterprise Fund are reported using the modified accrual basis of accounting, which is a departure from GAAP.

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 in the Internal Service Fund.

Fiduciary Funds account for assets held by the Town in a trustee capacity or as an agent on behalf of others. Trust funds account for assets held by the Town under the terms of a trust agreement.

The *Expendable Trust Fund* is accounted for in essentially the same manner as governmental fund types, using the same measurement focus and basis of accounting. Expendable trust funds are used to account for trusts where both principal and earnings may be spent.

The *Nonexpendable Trust Fund* is accounted for on the flow of economic resources measurement focus and uses the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. The Nonexpendable Trust Fund is used to account for trusts that stipulate that only earnings, and not principal, may be spent.

Notes to General Purpose Financial Statements

Fiscal Year Ended June 30, 2002

The *Agency Fund* is custodial in nature and does not present results of operations or have a measurement focus. Agency Funds are accounted for using the modified accrual basis of accounting. This Fund is used to account for assets that the Town holds for others in an agency capacity.

The **General Long-term Obligations Account Group** is used to account for general long-term bonds and notes issued by the Town, certain compensated absences, claims and judgments that will be financed in future fiscal years from governmental funds.

C. Cash and Investments

The Town's 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.

D. Real Estate and Personal Property Taxes

Real estate and personal property taxes are levied and based on values assessed on January 1st 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 1st, November 1st, February 1st and May 1st 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 and are recorded under the modified accrual basis of accounting.

E. Inventories

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the general purpose financial statements and therefore are not reported.

F. Fixed Assets

Governmental Funds

The Commonwealth of Massachusetts does not require the Town to capitalize expenditures for General Fixed Assets. Accordingly, such disbursements in the Governmental Funds are considered expenditures in the fiscal year payments are made. As a result of this practice, the accompanying general purpose financial statements do not include a statement of the General Fixed Assets Account Group, which is a departure from GAAP.

Ice Palace Enterprise Fund

Fixed assets of the Ice Palace Enterprise Fund are valued at historical cost, or at estimated historical cost if actual historical cost is not available. Donated fixed assets are recorded at the estimated fair market value at the date of donation. Fixed assets are capitalized upon purchase and depreciated on a straight-line basis. Land is capitalized and not depreciated. The estimated useful lives of fixed assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Buildings and improvements.....	20-40

Notes to General Purpose Financial Statements

Fiscal Year Ended June 30, 2002

The normal cost of 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.

The Town capitalizes all purchases and construction costs in excess of \$1,000 on the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Sewer Enterprise Fund

The Town has not completed the process of compiling adequate records to properly account for the Sewer Enterprise Fund's fixed assets. Accordingly, such disbursements in the Sewer Enterprise Fund are considered expenses in the fiscal year payments are made, which is a departure from GAAP.

G. Interfund/Intrafund Transactions

During the course of its operations, the Town records transactions between Funds and/or between departments. Transactions of a buyer/seller nature between departments within a Fund are not eliminated from the individual Fund statements. Receivables and payables resulting from transactions between Funds are classified as "Due from other funds" or "Due to other funds" on the combined balance sheet.

H. Fund Equity

The Town reports fund balances as reserved and designated where legally restricted for a specific future use. Otherwise, these balances are considered undesignated.

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.

"Nonexpendable trusts" represents amounts held by the Town for which only investment earnings may be expended.

"Stabilization" represents the amount accumulated for general and/or capital purposes upon Town Meeting approval.

"Investment in joint venture" represents the Town's equity interest in the operations of the NESWC.

Fund balances have been "designated for" the following:

"Subsequent year's expenditures" represents amounts appropriated for the fiscal year 2003 operating budget.

I. Long-term debt

Long-term financing for governmental funds is recorded in the General Long-Term Obligations Account Group. Principal and interest expenditures on long-term debt are recorded in the General Fund.

Long-term financing for the Ice Palace Enterprise Fund is recorded as bonds payable in the Enterprise Fund. Principal and interest expenses on long-term debt are recorded in the Enterprise Fund.

Long-term financing for the Sewer Enterprise Fund is recorded in the General Long-Term Obligations Account Group since the Town is using the modified accrual basis of accounting to account for this Fund, which is a departure from GAAP. Principal and interest expenses on long-term debt are recorded in the Enterprise Fund.

Notes to General Purpose Financial Statements

Fiscal Year Ended June 30, 2002

J. Investment Income

Investment income from Special Revenue and Capital Projects Funds is legally assigned to the General Fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income from the Enterprise Fund is voluntarily assigned and transferred to the General Fund.

Investment income from the Nonexpendable Trust Fund is legally assigned to the Expendable Trust Fund.

K. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies. For governmental funds, vested or accumulated vacation and sick leave that are expected to be liquidated with expendable available financial resources are reported as expenditures and Fund liabilities. Amounts that are not expected to be so liquidated are reported in the General Long-Term Obligations Account Group.

For the Ice Palace Enterprise Fund, vested or accumulated vacation and sick leave are reported as expenses and fund liabilities.

For the Sewer Enterprise Fund, vested or accumulated vacation and sick leave is reported in the General Long-Term Obligations Account Group since the Town is using the modified accrual basis of accounting to account for this Fund, which is a departure from GAAP.

L. Post Retirement Benefits

In addition to providing pension benefits, the Town provides health and life insurance coverage for retired employees and their survivors in accordance with MGL, Chapter 32, on a pay-as-you-go basis. The Town recognizes the cost of providing health insurance by recording its share of insurance premiums in the General Fund in the fiscal year paid. For the fiscal year ended June 30, 2002, this expenditure totaled approximately \$1,290,000. There were approximately 440 participants eligible to receive benefits at June 30, 2002.

M. Use of Estimates

The preparation of general purpose 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 general purpose 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.

N. Total Column (Memorandum Only)

The total column used on the Combined General Purpose Financial Statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

Municipal Law requires the Town to adopt 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.

The majority of the Town's 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.

The Town adopts an annual budget for the General Fund in conformity with the guidelines described above. The original fiscal year 2002 approved budget for the General Fund authorized \$69,316,376 in appropriations and other amounts to be raised. During fiscal year 2002, Town Meeting also approved supplemental appropriations totaling \$3,308,057.

The Town Accountant's office has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the Town's accounting system.

B. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth of Massachusetts (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, 2002, is presented below:

Net change in fund balance - budgetary basis.....	\$ (2,635,111)
<u>Basis of accounting differences:</u>	
Net change in recording 60-day receipts.....	2,000
Net change in on-behalf payment revenue.....	3,400,000
Net change in recording investment in joint venture.....	552,628
Net change in recording expenditure accruals.....	105,013
Net change in on-behalf payment expenditures.....	<u>(3,400,000)</u>
Net change in fund balance - GAAP basis.....	<u>\$ (1,975,470)</u>

Notes to General Purpose Financial StatementsFiscal Year Ended June 30, 2002C. Excess of Expenditures over Appropriations

For the fiscal year ended June 30, 2002, expenditures exceeded appropriations for State and County Charges. This over-expenditure will be funded by available funds during fiscal year 2003.

D. Individual Fund Deficits

Several individual fund deficits exist at June 30, 2002 within the Special Revenue Fund. These deficits will be funded through grants and available fund balance during fiscal year 2003.

NOTE 3 – CASH AND INVESTMENTS

The Town maintains a cash and investment pool 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 Short-term Investments". The deposits and investments of the Trust Funds are held separately from those of other Town funds.

At fiscal year-end, the carrying amount of the Town's deposits totaled \$18,487,445 and the bank balance totaled \$20,137,069. Of the bank balance, \$2,817,646 was covered by Federal Depository Insurance and the Depositors Insurance Fund and \$17,319,423 was uninsured and uncollateralized.

Statutes authorize the Town to invest 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). In addition, there are various restrictions limiting the amount and length of deposits and investments.

The Town participates in the Pool, which 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.

Short-term investments and investments are classified as to collateral risk into the following three categories:

- Category 1: Insured or registered, or securities held by the Town or its agent in the Town's name.
- Category 2: Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the Town's name.
- Category 3: Uninsured and unregistered, with securities held by the counterparty, or its trust department or agent but not in the Town's name.

The following is a reconciliation of the Town's balance of cash and short-term investments as reported on the combined balance sheet at June 30, 2002:

Notes to General Purpose Financial Statements

Fiscal Year Ended June 30, 2002

	<u>Cash and Short-term Investments</u>	<u>Investments</u>	<u>Total</u>
<i>Cash balances at June 30, 2002:</i>			
Checking, savings and NOW accounts.....	\$ 8,110,888	\$ -	\$ 8,110,888
Certificates of deposit.....	3,982,113	-	3,982,113
Money market deposits.....	<u>6,394,444</u>	<u>-</u>	<u>6,394,444</u>
Total carrying amount of cash.....	<u>18,487,445</u>	<u>-</u>	<u>18,487,445</u>
<u>Investments not subject to categorization:</u>			
MMDT.....	5,282,453	-	5,282,453
Mutual funds.....	7,489	-	7,489
Money market mutual funds.....	883,856	-	883,856
<u>Investments subject to categorization (Category 3):</u>			
U.S. government securities.....	-	620,052	620,052
Equity securities.....	-	222,866	222,866
Fixed income securities.....	<u>-</u>	<u>160,749</u>	<u>160,749</u>
Total investments.....	<u>6,173,798</u>	<u>1,003,667</u>	<u>7,177,465</u>
<i>Total cash and short-term investments and investments as reported on the combined balance sheet.....</i>	<u>\$ 24,661,243</u>	<u>\$ 1,003,667</u>	<u>\$ 25,664,910</u>

NOTE 4 – FIXED ASSETS

Fixed assets reported in the Ice Palace Enterprise fund consist of the following at June 30, 2002:

	Beginning Balance	Increases	Decreases	Ending Balance
<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.....	901,771	39,800	-	941,571
Total capital assets being depreciated.....	1,646,771	39,800	-	1,686,571
<u>Less accumulated depreciation for:</u>				
Buildings.....	(391,125)	(37,250)	-	(428,375)
Building improvements.....	(107,951)	(23,539)	-	(131,490)
Total accumulated depreciation.....	(499,076)	(60,789)	-	(559,865)
Total capital assets being depreciated, net.....	1,147,695	(20,989)	-	1,126,706
Total capital assets, net.....	\$ 1,652,695	\$ (20,989)	\$ -	\$ 1,631,706

NOTE 5– 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 of the Town are members of the System, except for public school teachers and certain administrators who are members of the Commonwealth's 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 \$3,400,000 for the fiscal year ended June 30, 2002, and, accordingly, are reported in the General Fund as intergovernmental revenues and pension benefits 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 financial report in accordance with guidelines established by the Commonwealth's Public Employee Retirement Administration Commission. 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 contributions of plan members and the Town are governed by Chapter 32 of the MGL. The Town's contributions to the System for the fiscal years ended June 30, 2002, 2001, and 2000 were \$2,363,113, \$2,225,817 and \$2,225,714, respectively, which equaled its required contribution for each fiscal year.

NOTE 6 – SHORT-TERM FINANCING

The Town is authorized to borrow on a temporary basis 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 of the Town and carry maturity dates that are limited by statute. Interest expenditures for short-term borrowings are accounted for in the General Fund.

The Town had no short-term debt outstanding at June 30, 2002.

NOTE 7 – LONG-TERM DEBT

State law permits the Town, under the provisions of Chapter 44, Section 10, to authorize indebtedness up to a limit of 5% of its equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, a Town may authorize debt in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

As authorized by the Commonwealth, the Town advance refunded certain general obligation and other bonds through the issuance of \$5,985,000 of general obligation refunding bonds during fiscal year 1994. At June 30, 2002, \$1,540,000 of the bonds refunded are outstanding and considered defeased.

Details related to the Town's outstanding indebtedness at June 30, 2002, and the debt service requirements follow.

Notes to General Purpose Financial Statements

Fiscal Year Ended June 30, 2002

Governmental Funds Bonds Payable

Project	Interest Rate (%)	Outstanding at June 30, 2001	Issued	Redeemed	Outstanding at June 30, 2002
Land Acquisition.....	6.80%	\$ 410,000	\$ -	\$ 410,000	\$ -
Land Acquisition.....	7.17%	110,000	-	110,000	-
Police Station.....	6.17%	580,000	-	145,000	435,000
Library.....	4.74%	1,940,000	-	150,000	1,790,000
Land Acquisition Refunding.....	4.86%	3,518,000	-	46,000	3,472,000
Land Acquisition Refunding.....	4.86%	353,000	-	8,000	345,000
Police Station Refunding.....	4.86%	898,000	-	9,000	889,000
Wyman School.....	5.90%	4,255,000	-	300,000	3,955,000
Municipal Purpose Loan.....	4.70%	9,725,000	-	675,000	9,050,000
Municipal Purpose Loan.....	5.43%	2,390,000	-	155,000	2,235,000
MWRA Inflow/Infiltration.....	0.00%	210,000	-	42,000	168,000
MWRA Inflow/Infiltration.....	0.00%	-	144,630	-	144,630
Total.....		\$ 24,389,000	\$ 144,630	\$ 2,050,000	\$ 22,483,630

Debt service requirements for principal and interest for governmental bonds payable in future fiscal years follow:

Fiscal Year	Principal	Interest	Total
2003.....	\$ 2,075,926	\$ 1,075,200	\$ 3,151,126
2004.....	2,063,926	986,165	3,050,091
2005.....	2,053,926	896,145	2,950,071
2006.....	1,932,926	805,286	2,738,212
2007.....	1,880,926	719,856	2,600,782
2008.....	1,845,000	633,185	2,478,185
2009.....	1,655,000	540,770	2,195,770
2010.....	1,647,000	457,270	2,104,270
2011.....	1,164,000	373,450	1,537,450
2012.....	1,035,000	313,765	1,348,765
2013.....	1,035,000	259,635	1,294,635
2014.....	1,025,000	205,045	1,230,045
2015.....	885,000	151,840	1,036,840
2016.....	870,000	105,861	975,861
2017.....	605,000	67,798	672,798
2018.....	605,000	36,918	641,918
2019.....	105,000	5,985	110,985
Total.....	\$ 22,483,630	\$ 7,634,174	\$ 30,117,804

Notes to General Purpose Financial Statements

Fiscal Year Ended June 30, 2002

Ice Palace Enterprise Fund Bonds Payable

Project	Interest Rate (%)	Outstanding at June 30, 2001	Issued	Redeemed	Outstanding at June 30, 2002
Ice Palace.....	6.17%	\$ 335,000	\$ -	\$ 75,000	\$ 260,000
Ice Palace.....	4.86%	751,000	-	7,000	744,000
Ice Palace.....	5.43%	450,000	-	50,000	400,000
Total.....		<u>\$ 1,536,000</u>	<u>\$ -</u>	<u>\$ 132,000</u>	<u>\$ 1,404,000</u>

Debt service requirements for principal and interest for the Ice Palace Enterprise Fund bonds payable in future fiscal years follows:

Fiscal Year	Principal	Interest	Total
2003.....	\$ 135,000	\$ 71,580	\$ 206,580
2004.....	142,000	64,189	206,189
2005.....	152,000	56,320	208,320
2006.....	158,000	47,743	205,743
2007.....	163,000	40,400	203,400
2008.....	165,000	32,534	197,534
2009.....	175,000	24,456	199,456
2010.....	178,000	15,768	193,768
2011.....	136,000	6,868	142,868
Total.....	<u>\$ 1,404,000</u>	<u>\$ 359,858</u>	<u>\$ 1,763,858</u>

The Massachusetts Water Resource Authority (MWRA) operates an Inflow/Infiltration Financial Assistance Program for community owned collection systems. For each community approved for the project, financial assistance received from the MWRA consists of 25% as a grant and 75% as a non-interest bearing loan. The loan payable portion is payable in five equal annual installments. During fiscal year 2002, the Town received a \$48,210 grant and a \$144,360 non-interest bearing loan under this program. At June 30, 2002, the outstanding balance of these loans was \$312,630.

The Commonwealth has approved school construction assistance. The assistance program, which is administered by the School Building Assistance Bureau (SBAB), provides resources for future debt service of general obligation school bonds outstanding. During fiscal year 2002, approximately \$262,000 of such assistance was received. Approximately \$4,194,000 will be received in future fiscal years. Of this amount, approximately \$796,000 represents reimbursement of long-term interest costs, and approximately \$3,398,000 represents reimbursement of approved construction costs. Accordingly, a \$3,398,000 intergovernmental receivable and corresponding deferred revenue have been reported in the General Fund.

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, 2002, the Town had the following authorized and unissued debt:

Notes to General Purpose Financial Statements

Fiscal Year Ended June 30, 2002

Purpose	Amount
Water treatment plant.....	\$ 1,600,000
School renovations.....	250,000
Total.....	<u>\$ 1,850,000</u>

General Long-Term Obligations Account Group

The Town records its Governmental Funds liability for long-term bonds and notes in the General Long-Term Obligations Account Group. Other general long-term obligations recognized by the Town are its obligations under compensated absence benefits (sick and vacation pay) and self-insured workers' compensation and other claims. These liabilities will be liquidated in the future from Governmental Funds and Enterprise Funds.

During the fiscal year ended June 30, 2002, the following changes occurred in liabilities reported in the General Long-Term Obligations Account Group:

	Balance June 30, 2001	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Net Increase (Decrease)	Balance June 30, 2002
Long-term bonds and notes.....	\$ 24,389,000	\$ 144,630	\$ (2,050,000)	\$ -	\$ 22,483,630
Environmental settlement.....	237,802	-	-	(118,902)	118,900
Workers' compensation.....	60,000	-	-	71,000	131,000
Compensated absences.....	2,728,000	-	-	68,000	2,796,000
Total.....	<u>\$ 27,414,802</u>	<u>\$ 144,630</u>	<u>\$ (2,050,000)</u>	<u>\$ 20,098</u>	<u>\$ 25,529,530</u>

NOTE 8 – 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 its and health insurance and workers' compensation activities. Health insurance activities are accounted for in the General Fund and Internal Service Fund. Workers' compensation activities are accounted for in the Internal Service Fund. Liabilities, including amounts incurred but not reported, are recorded when the claim is incurred in the respective fund and account group.

(a) Health Insurance

Health insurance claims are administered by a third party administrator and are funded from the Town's Internal Service Fund. The Town estimates its Incurred But Not Reported (IBNR) claims based on claims history. At June 30, 2002, the amount of the liability for health insurance claims totaled \$834,000. This liability is the Town's best estimate based on available information. Changes in the reported liability since July 1, 2000, are as follows:

Notes to General Purpose Financial Statements

Fiscal Year Ended June 30, 2002

	Balance at Beginning of Fiscal Year		Current Year Claims and Changes in Estimate		Claims Payments		Balance at Fiscal Year-End
Fiscal Year 2001.....	\$ 726,000	\$	6,981,141	\$	(6,995,141)	\$	712,000
Fiscal Year 2002.....	712,000		6,738,511		(6,616,511)		834,000

(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 Incurred But Not Reported (IBNR) claims based history and injury type. At June 30, 2002, the amount of the liability for workers' compensation claims totaled \$131,000. Changes in the reported liability since July 1, 2000, 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 2001.....	\$ 122,000	\$	55,961	\$	(117,961)	\$	60,000
Fiscal Year 2002.....	60,000		221,352		(150,352)		131,000

NOTE 9 – STABILIZATION FUND

The Town has \$1,022,151 in a stabilization fund classified in the Expendable Trust Fund, which may be used for general and/or capital purposes upon Town Meeting approval. During fiscal year 2002, Town Meeting approved transfers from the General Fund to the stabilization fund totaling \$350,000.

NOTE 10 – SUN MICROSYSTEMS AGREEMENT

The Town entered into a Tax Increment Financing Agreement (TIF) with Sun Microsystems, Inc. for the exemption of taxes on all development of property located between Middlesex Turnpike, Burlington Road and Route 3, Burlington, Massachusetts in accordance with the Massachusetts Economic Development Incentive Program and Chapter 32A of the Massachusetts General Laws.

The exemption shall be for a period of twenty years commencing with fiscal year 1998 and ending with fiscal year 2017. The agreement provides an exemption from taxation on the value of all improvements on the site constructed and used for office and/or research and development purposes for each phase of the project and for the value of all personal property located on the site.

Sun Microsystems, Inc. has agreed to pay the Town the sum of \$6,000,000 to be used by the Town for the implementation of a technology plan for the Town school system and for such other purposes as the Board of Selectmen deem advisable. The sum is payable in ten equal semi-annual installments of \$600,000 each due on June 1 and January 1 of the first five years of the exemption period that began on June 1, 1997. These revenues and related expenditures are recorded in the Special Revenue Fund.

NOTE 11 – ENVIRONMENTAL SETTLEMENT CLAIM

In 1989, the Town, along with other municipalities, was named as a third-party defendant in a lawsuit filed by the United States of America and the Commonwealth against a trucking company and others. The Towns were alleged to have arranged with the trucking company and others for the transportation, disposal, storage or treatment of hazardous substances and materials at the trucking companies landfill. The Town has agreed to settle this lawsuit. The Town's portion of the settlement, less recovery from insurance companies, totaled \$1,189,000, which began being paid over a ten year period, at 4% interest per annum, in fiscal year 1994. The annual payments are raised and appropriated each fiscal year. The liability remaining at June 30, 2002, totaled \$118,900, which is recorded in the General Long-Term Obligations Account Group.

NOTE 12 – COMMITMENTS

The Town has entered into, or is planning to enter into, contracts totaling approximately \$1,650,000 for upgrades to the Water Treatment Plant and \$250,000 for renovations to school facilities.

Under the terms of an agreement with the State Department of Environmental Management and Wheelabrator North Andover Inc. (WNAI) (formerly Massachusetts RefuseTech, Inc.), the Town is unconditionally obligated to make certain payments for its portion of the costs of using a resource recovery plant based on its projected minimum tonnage of solid waste to be disposed of at the plant. The cost to the Town under the agreement was approximately \$1,391,000 during fiscal year 2002. The facility was financed by the issuance of bonds in the amount of approximately \$197,000,000. In the event of a facility failure, under circumstances in which the WNAI is not required or is unable to pay damages, the Town's indirect share of the bonds, based on the aggregate projected minimum disposal tonnage of all participating communities, would be 5.49% of the total.

NOTE 13 – CONTINGENCIES

The Town participates in a number of federal award programs. Although the Town grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2002, 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 the Town expects such amounts, if any, to be immaterial.

Various legal actions and claims are pending against the Town. 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, 2002, cannot be ascertained, management believes any resulting liability should not materially affect the financial position of the Town at June 30, 2002.

NOTE 11 – FUTURE IMPLEMENTATION OF GASB PRONOUNCEMENTS

The GASB has issued the following pronouncements:

- *Statement #34, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments (Statement #34).*
- *Statement #37, Basic Financial Statements – and Management's Discussion and Analysis - for State and Local Governments; Omnibus*
- *Statement #38, Certain Financial Statement Note Disclosures*

Notes to General Purpose Financial Statements

Fiscal Year Ended June 30, 2002

The significant changes related to the implementation of these statements include the following:

- For the first time the financial statements will include:
 - A Management Discussion and Analysis (MD&A) section that provides an analysis of the overall financial position and results of operations.
 - Financial statements prepared using full accrual accounting for all of the non-fiduciary activities, including reporting all capital assets.
 - A change in the fund financial statements to focus on the major funds.

The Town's implementation date is fiscal year 2003.

During fiscal year 2002, the GASB issued Statement #39, *Determining Whether Certain Organizations are Component Units*, an amendment of GASB Statement No. 14, which is required to be implemented during fiscal year 2004. It is expected that this pronouncement will not significantly impact the general purpose financial statements.

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	bcata@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	bclcb@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	
TDD for the Deaf	229-4367	
Business	270-1925	fire@burlmass.org
Library	270-1690	library@burlmass.org
Planning Board	270-1645	planning@burlmass.org
Police		
Emergency	911	
TDD for the Deaf	229-4852	
Business	270-1914	police@burlmass.org
Public Works	270-1670	dpw@burlmass.org
Chestnut Hill Cemetery	229-1879	
Pine Haven Cemetery	270-1982	
Central Maintenance	270-1678	
Engineering	270-1640	engineering@burlmass.org
Highway	270-1677	
Water & Sewer Utilities Division	270-1679	
Sewer Section	229-2043	
Mill Pond Water Treatment Plant	270-1680	
Vine Brook Ground Water Treatment Plant	270-1682	
Recreation		
Office	270-1695	recreation@burlmass.org
Garage	270-1697	
School Department	270-1800	www.burlington.mec.edu
Burlington High School	270-1838	
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