

BOARD OF HEALTH

Scott Powell.....2016
Christopher Rogers.....2017
Christopher Slade, Chairman.....2018

Our responsibilities are basically four areas: food preparation, animal health, personal health, and sanitation.

Through Nashoba Associated Boards of Health (NABH), we have the services of a professional food inspector. All food preparation and storage facilities both public (school lunch rooms) and private, are inspected regularly in accordance with Federal and State standards. Also through NABH, we provide our town with nursing services. These services are most often used by our senior citizens, but are available to all residents. The wellness and flu clinics as well as responding to general health threats are also our responsibility. For sanitation, NABH provides us with a Registered Sanitarian who specializes in Sewage Disposal Systems. Bolton's Sanitarian possesses excellent knowledge of all state codes and has exceptional field experience regarding Sewage Disposal Systems.

The Animal Inspector we hire directly. Our Inspector conducts annual inspections of all farms and farm animals, both hobby and commercial.

This was a relatively quiet year. The three buildings that were removed for the new town common all had failed Sewage Disposal Systems. The removal solved a difficult problem.

As the economy and health care system have stabilized somewhat we have had fewer cases of citizens at risk. The cases we did have, help and/or housing was provided. Almost all the credit goes to our town nurse.

Our administrative assistant Michelle Carlisle moved on to Assistant Tax Collector and Jenny Jacobsen joined us in August. We will miss Michelle's sharp wit and personality but Jenny is doing a fine job with the same congenial attitude. Our excellent staff makes serving in office a pleasure.

Financial Statement July 1, 2014 to June 30, 2015

Salary

Appropriated	\$31,630.00
Expended	<u>\$31,558.02</u>
Unexpended balance returned to general fund	\$ 71.98

Expenses

Appropriated		\$17,667.00
Expended	Rabies Testing	\$ 133.70
	Travel	897.12
	Supplies	761.09
	Dues & Memberships	150.00
	Nashoba Associated Boards of Health	
	Environmental	10,665.68
	Nursing	4,774.60
		<u>\$17,382.19</u>
Unexpended balance returned to general fund		\$ 284.81

NASHOBA ASSOCIATED BOARDS OF HEALTH



Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in **Bolton**. In addition to the day to day public health work conducted for Bolton we also provide the following services.

- Maintaining Nashoba's internet web site to provide information for the public. (See *nashoba.org*)
- Nashoba assisted the Board by providing a school-located seasonal flu clinic at Nashoba Regional High School.
- Response to state mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained.

We look forward to continuing our work with **Bolton's Board of Health**. Included in the day to day work of Nashoba in 2015 were the following:

- Through membership in the Association, Bolton benefited from the services of Nashoba staff including: **Registered Sanitarians, Certified Health Officers, Registered Nurses, Nutritionists, Registered Physical & Occupational Therapists, Licensed Social Workers, Certified Home Health Aides, and Registered Dental Hygienists.**
- Reviewed 97 Title 5 state mandated private Septic System Inspections for **Bolton** Board of Health. Received, reviewed, and filed these state-mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Bolton Board of Health for enforcement action.

By the **Bolton** Board of Health's continued participation in the **Association**, you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost!

Environmental Health Department

Environmental Information Responses

Bolton Office (days).....45

The Nashoba sanitarian is available for the public at least once a week (Friday) at the Bolton Board of Health Office.

This does not reflect the daily calls handled by the two Nashoba secretaries during daily business hours.

Food Service Licenses & Inspections.....15

Nashoba annually mails out and receives applications from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. All licensees are inspected using an at risk method of inspection. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection, health factors of food handlers are also investigated, and, where appropriate, medical consultation and laboratory testing may be required.

Beach/Camp Inspection.....	15
Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality every week during the summer and more often if a problem is suspected.	
Housing & Nuisance Investigations.....	22
Nashoba, as agent for the local Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.	
Septic System Test Applications.....	23
Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicant's engineer.	
Septic System Lot Tests.....	75
Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer, which serve as the basis of the design of the septic system.	
Septic System Plan Applications	33
Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.	
Septic System Plan Reviews	79
Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations, and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.	
Septic System Permit Applications (new lots).....	34
Septic System Permit Applications (upgrades).....	13
Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.	
Septic System Construction Inspections.....	93
Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.	
Septic System Consultations.....	230
During all phases of application, design, and construction, the Nashoba Sanitarian is called upon for legal details and interpretation.	
Well Permits.....	17
Water Quality/Well Consultations.....	121
Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assists the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.	

Rabies Clinics - Animals Immunized.....18

Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers, and sending home flyers through local schools. In addition, since the recent raccoon rabies epizootic Nashoba has arranged for delivery of over 500 animal specimens to the State lab in Boston for analysis and has counseled possible exposure victims to seek medical assistance.

Nashoba Nursing Service & Hospice

Home Health

Nursing Visits 140

Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their homes under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

Home Health Aide Visits 19

Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.

Rehabilitative Therapy Visit..... 107

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

Medical Social Service Visits 1

Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities, guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screenings and education to all, especially the underserved and at-risk populations.
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health).
- We make well-being visits to assess needs, coordinate appropriate care and services and provide case management as needed (health promotion).
- We provide public health education.
- We address psych-social issues that may impact general health and safety (i.e. hoarding).

- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families. The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions.

Listed below is summary of the activities of the Community Health Nursing program.

Nashoba conducted 14 public clinics in your community; those clinics offered your citizens: blood pressure screening, annual sugar and eye screenings, flu shots and an opportunity to consult with the nurse to address questions. Our staff conducted 54 health promotion/well-being visits in your community. We administered 156 flu shots through our annual clinics.

Nashoba reviewed, investigated and reported on the following cases of communicable diseases from your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease.

Investigated	38
Confirmed	11

Communicable Disease Number of Cases

• Anaplasmosis	1
• Babesiosis	1
• Campylobacter	1
• Group B Streptococcus	1
• Hepatitis C	1
• Influenza.....	2
• Lyme Disease.....	4

Dental Health Department

Examination, Cleaning & Fluoride - Grades K, 2 & 4

Nashoba's Registered Dental Hygienists, operating out of the school nurse's office and records, provide these services to those children whose parents have given written consent.

Students Eligible.....	214
Students Participating.....	117
Referred to Dentist.....	6

Instruction - Grades K, 1 & 5

Nashoba's Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades.

Number of Programs.....	6
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ANIMAL INSPECTOR
Phyllis Tower.....2016

ASSISTANT ANIMAL INSPECTOR
Susan Latham2016

Barn Book

Residences with farm animals.....109

Quarantines/Releases

10 day quarantine dog to dog	2	10 day quarantine dog to person.....	10
45 day wound to dog from unknown origin	2	45 day wound to cat from unknown origin.	4

Financial Statement
July 1, 2014 to June 30, 2015

Salary

Appropriated	\$1,288.00
Expended	\$1,288.00

ANIMAL CONTROL OFFICER
Susan Latham.....2016

ASSISTANT ANIMAL CONTROL OFFICER
Phyllis Tower.....2016

Dog complaints	29	Dogs found	30	Dogs lost	30
Dogs impounded	14	Cat complaints	0	Dogs returned to owners ...	11
Livestock complaints.....	26	Cats lost	14	Cats found	11
Wildlife	44	Cruelty/neglect	4	Citations	35
		Information	28		

Financial Statement
July 1, 2014 to June 30, 2015

Salary & Wages

Appropriated	\$17,186.00
Expended	\$17,186.00

Expenses

Appropriated			\$ 2,400.00
Expended	Supplies	\$ 447.44	
	In-State Travel	883.10	
	Purchase of Services	370.00	
			<u>\$ 1,650.54</u>
Unexpended balance returned to general fund			\$ 749.46

PUBLIC WAYS SAFETY COMMITTEE

Open Seat	2016
Leslie Breeze	2017
Open Seat	2017
Mary Ciummo, Co-Chairman.....	2018
Holly Lauer.....	2018

Bolton values its winding, stonewall and tree-lined country roads, many of which have been designed “scenic roads” pursuant to state law and Town bylaw. Pedestrians, bicyclists, and horseback riders share our roads with increasing car and truck traffic. The shared use of our roads for all travelers is becoming increasingly important in safety and quality of life aspects.

The Public Ways Safety Committee was created in 2003 as an outgrowth of the Main Street Safety Task Group of 2002. Appointees have staggered terms of 3 years. The Committee has reduced its membership to 5 and is actively seeking new volunteers.

The Committee is an advisory resource for the town. Working in conjunction with the Department of Public Works, Police Department, Planning Board, Selectmen, and Town Administrator, the Committee shall identify, investigate, and propose solutions to safety concerns throughout the town. This shall include, but not be limited to, the examination of:

- Existing motorized local, commuter, and trucking traffic patterns.
- Existing non-motorized transit patterns.
- Existing traffic accident documentation recorded by the Police Department.
- Excessive traffic volumes.
- Signage and regulatory markings.
- Traffic speed and traffic calming measures.
- Safety for pedestrians, bikers, and riders.
- Parking.
- Dangerous or problem sections of roadways or intersections.
- Emergency vehicle access.
- Impact of new development upon existing and planned transportation infrastructures.

The Committee consults with the Superintendent of Public Works, Police Department, Town Planner, other boards and committees in Bolton and in neighboring towns, MassDOT and/or any other agency or committee in gathering information prior to bringing a specific proposal to the Board of Selectmen.

The Committee’s activities in 2015 included:

- Working with the Planning Department, DPW and Town Administrator to implement recommendations in the Mobility Report.
- Upgrading road signage and line painting.
- Responding to citizen inquiries and concerns.

We would like to thank Peter Ross, who left the Committee in June, for his 6 years of invaluable contributions to the Committee. His technical expertise and pleasant demeanor will be sorely missed.

CONSERVATION COMMITTEE

Brian Berube	2016
Liz Luc Clowes	2016
Jeff Larence.....	2017
Karen Overfield	2017
James Stone.....	2017
Lori Stephenson	2018
Open Seat	2018

The Bolton Conservation Commission members are appointed by the Selectmen to protect natural resources, acquire important land and water areas, and manage these properties for conservation and passive recreation. Additionally, the Conservation Commission administers the Massachusetts Wetlands Protection Act and Bolton Wetlands Bylaw. The Commission works closely with local and regional boards and committees, and professional staff, to preserve Bolton's character, valuable habitats and open spaces.

Membership and Administration: The Conservation Commission consists of volunteer residents with 7 voting members. Residents can join as non-voting associate members to assist the Commission and gain experience before joining as voting members. The Commission typically meets the first and third Tuesday of the month in one of Bolton's public meeting spaces. All meetings are open to the public. During 2015, the Commission held 23 public meetings and reviewed new applications including: 22 Notices of Intent; and 16 Requests for Determination of Applicability. The Commission made site visits for each application and held numerous informational meetings with citizens, town boards, and developers. The Commission maintains a web page on the Town of Bolton website at www.townofbolton.com where agendas, minutes, trail maps, event postings, and the Open Space and Recreation Plan can be found.

Wetland Protection: In the administration of the State Wetlands and River Protection Acts and the Wetlands Bylaw, the Commission serves the town in a regulatory capacity as well as a conservation capacity. Under these laws, the Commission is charged with the review and control of activities in or near the town's fragile and valuable wetlands, water resources, wildlife habitat areas, and with preventing any adverse impact on those resources. Through a public review and decision-making process, the Commission regulates the work done in these areas to ensure the protection of public and private water supply, the protection of the groundwater supply, flood control, storm damage prevention, the prevention of pollution, and the protection of fisheries and wildlife habitat. The Wetlands Bylaw provides additional protection to wetlands for water quality and rare species habitat including rare plant species. The interests of the bylaw extend to agriculture, aquaculture, and recreation deemed important to the community. Additionally, the Commission is charged with the responsibility of confirming wetland delineations for all protected wetland resource areas. During 2015, the Commission reconsidered wetland delineations on two properties where permits were automatically extended by the Governor under the Permit Extension Act and Jobs Bill. Typically a delineation is valid for a three year period. In these two cases, the delineation period were more than 5 years old. The Commission spent a considerable amount of time monitoring the continued construction in the Century Mills Estate Subdivision, which included a large wetland crossing and wetland replication area, as well as other aspects of this project. A couple of projects commenced without authorization and the Commission is continuing to work with the individuals to bring their projects into compliance with the Wetlands Protection Act and Wetlands Bylaw. Review of all projects under Bolton's Wetlands Bylaw is critical to the long-term protection of the resource areas. In addition, the Conservation Administrator reviewed and commented on proposals brought to other boards and departments.

Open Space Preservation: The Commission continually works with the Bolton Conservation Trust (BCT). The Commission received inquiries from property owners interested in gifting their land to the Town for conservation purposes. The Commission is in the process of evaluating the condition of the parcels to make sure there are no encroachments or environmental concerns. The Commission began the review process of accepting a conservation restriction that will protect 10 acres from future development.

Land Management: The Commission continues to manage the town's conservation properties and thanks all the volunteer laborers who help keep the trails clear. A trail committee was formed in July 2014 and meets on a monthly basis. Members of the Committee include representatives of the Conservation Commission, the Bolton Conservation Trust and residents interested in maintaining existing trails and developing new trail connections. A large effort was made to map all of the trails in the Vaughn Hill Conservation Area in order to produce a new map. The new production is well underway, numerous maintenance projects were identified during the process and several have been implemented. The Commission continues works with the Bolton Trail Committee to maintain trails and replace foot bridges in all Conservation Areas including Bower Springs, Vaughn Hill, Welch Pond, Randall Road, the Gould area and Fyfeshire. The Commission's management efforts consider not only human needs but the needs of wildlife. The Commission oversaw the lowering of the Fyfeshire Dam to bring it into compliance with the Office of Dam Safety standards. The contractor has completed the work and the dam is non-jurisdictional for maintenance and repair under the Massachusetts Wetland Protection Act.

We thank Carol Gumbart for her 15 years of service to the Town of Bolton, as its Conservation Administrator. During her tenure Bolton was able to manage and conserve an expanded acreage Wetlands, Open Spaces, and other natural resources. She was an ardent Conservationist, and also an inspiring educator. During her walks, and in conversation with her through often very technical Administrator work, you could not help but be inspired by her professional depth of knowledge and personal dedication to the environment. Her command of regulations and procedures was invaluable to keeping a balance between concerns of applicants, multiple town boards and departments, constituents, various affiliated local and statewide professionals and the Commission. Funny, insightful, and diplomatic she is. We wish her well in her new Full time position as Conservation & Resource Planner.

Financial Statement July 1, 2014 to June 30, 2015

Wages			
Appropriated			\$48,458.00
Expended			<u>\$44,531.02</u>
Unexpended balance returned to General Fund			\$ 3,676.98
Expenses			
Appropriated			\$17,775.00
Expended	Land Maintenance	\$5,263.46	
	Training	470.00	
	Advertising	93.00	
	Supplies	370.42	
	Instate Travel	126.82	
	Vernal Pool	118.37	
	Dues & Membership	539.00	
	Land Capital Improvement	6,653.35	<u>\$ 13,634.42</u>
Unexpended balance returned to general fund			\$ 4,140.58

PLANNING BOARD

John Karlon,	2016
Jonathan Keep	2017
David Yesue, Chairman	2018
Erik Neyland	2019
Jonathan Ricci.....	2020
Danielle Spicer (Associate Member).....	2017

The Planning Board held multiple meetings during calendar year 2015. During these meetings, the Board accomplished the following tasks:

- The Planning Board nominated David Yesue as Chairman and Erik Neyland as Vice Chairman in spring 2015.
- The Planning Board appointed Michelle Tuck, Marshall McKee, David Pettit, Jonathan Keep, and Danielle Spicer as members of the Design Review Board.
- The Planning Board amended the Town of Bolton Subdivision Rules and Regulations through the public hearing process in accordance with Massachusetts General Laws Chapter 41, Section 81Q.
- The Planning Department addressed many of the day-to-day issues such as reviewing building and driveway permits, administering performance guarantees, reviewing as-builts, conducting site walks, and land and business inquiries.
- Construction continues on Century Mill Estates, a subdivision located on Century Mill and Spectacle Hill Roads that will consist of 78 homes, three of which will be donated to the Bolton Affordable Housing Partnership Trust Fund. Of the 200 acre subdivision, approximately 100 acres will be preserved as open space. Construction is being conducted in several phases of the development as approved by the Planning Board to help facilitate the advancement of the project. The newest road to be constructed is Old Stone Estates where the majority of site development occurred in 2015. Storm water pollution prevention practices are being implemented and carefully monitored by the Conservation Administrator and Town Planner on a regular basis. Certificates of Occupancy have been issued for 14 homes. Inspections are being conducted by the Board's consulting engineer as construction of the roads, utilities and drainage advances.
- The Planning Board granted a Special Permit pursuant to Section 250-23 of the Code of the Town of Bolton to Condyne Capital Partners, LLC for a proposed 60-bed assisted living facility to be located at 580 Main Street (also known as Bolton Office Park) in the Limited Business Zoning District. The proposed development will consist of dividing the existing parcel into two parcels; one parcel would contain the existing office building and the other parcel would contain the proposed assisted living facility.
- The Planning Board granted a Special Permit pursuant to Section 250-26 of the Code of the Town of Bolton to Syncarpha Still River, LLC and Renewable Energy Massachusetts, LLC at 125 Still River Road in the Residential Zoning District for a ground-mounted commercial solar photovoltaic renewable energy installation consisting of approximately 10,800 solar panels with a rated capacity of up to 2.4 megawatts (MW AC). The project will provide adequate electricity to power approximately 500 homes each year over its estimated 30 -35 year lifespan. The electricity that is generated will be distributed to the three phase circuit operated by National Grid along Still River Road. The site is located on Lot 2A at 125 Still River Road directly adjacent to the original 4.95 MW Bolton 1 solar energy facility that is currently operating on Lot 1A at 125 Still River Road.

The division of the overall property into Lots 1A and 2A occurred as a result of an Approval Not Required Plan (ANR) approved in 2012. Davis Farms Trust, the current owners of the property, will retain ownership of both parcels and will lease the solar portion of Lot 2A to Syncarpha Still River, LLC.

- The Planning Board granted a Special Permit pursuant to Section 250-23 of the Code of the Town of Bolton to 626 Main Street, LLC to re-establish retail, service, office, restaurant, recreational, and commercial uses in the old “Salt Box” at 626 Main Street in the Business Zoning District. The proposed restaurant use will include seasonal outdoor seating. From purchase to date, the applicant commenced a full-scale site clean-up, inside and outside. The building was rehabilitated with new windows, doors, roof, siding, handicap accessible ramp, lighting and more.
- The Planning Board granted a Special Permit pursuant to Section 250-23 of the Code of the Town of Bolton to Houde Realty Trust to establish restaurant, retail, office and/or other commercial uses at 470 Main Street in the Business Zoning District. The project will consist of demolishing the existing dwelling and constructing a 2,570 square foot commercial building with shared access from the existing driveway at Country Cupboard (476 Main Street).
- The Planning Board approved ANR’s for the following properties: Hubbard Lane (identified on Assessor’s Map 6.E as original Parcels 39 and 40), Houghton Farm (identified on Assessor’s Map 5.D as original Parcels 89 and 90), 369 Old Bay Road & Wilder Road (identified on Assessor’s Map 5.B as original Parcels 94 and 49), 460 Main Street (identified on Assessor’s Map 2.D as original Parcels 28, 30 and 71), Century Mill Estates (identified on Assessor’s Map 2.D as original Parcels 75 through 78 and 88 through 99), Harvard Road (identified on Assessor’s Map 6.C as original Parcels 29 and 90), and Century Mill Road (identified on Assessor’s Map 3.D as original Parcel 8).
- The Planning Board granted Backland Lot Special Permits pursuant to Section 250-13 of the Code of the Town of Bolton for a property located on Berlin Road identified on Assessor’s Map 2.B as Parcel 1.C and a property located at 147 Long Hill Road identified on Assessor’s Map 4.D as original Parcel 52 and Assessor’s Map 3.D as original Parcel 33 (creating 4 backland lots and one frontage lot).
- The Planning Board granted a Special Permit pursuant to Section 250-17 of the Code of the Town of Bolton for a common driveway at 147 Long Hill Road located in the Residential Zoning District. The common driveway is for the development of five lots subdivided from original Parcels 4.D-52 and 3.D-33.
- The Planning Board provided written consent for the removal of public shade trees and/or stone wall on a scenic road, in coordination with the Bolton Tree Warden, for the following projects: National Grid to remove public shade trees on Wattaquodock Hill Road, Sargent Road, Ballville Road, and Sawyer Road; Applewood Construction to remove stone wall and a public shade tree at the driveway entrance of 147 Long Hill Road; and residents at 123 Nourse Road to remove stone wall for the construction of a shared driveway.
- The Planning Department continued to strive to be more efficient using the permit tracking software, GEO TMS, being used in many of the town departments.
- The Planning Department worked closely with other town departments to develop on-line mapping and GIS services now available for public access through the Town’s website.

Financial Statement
July 1, 2014 to June 30, 2015

Salary			
Appropriated			\$51,195.00
Expended			<u>\$49,679.46</u>
Unexpended balance returned to general fund			\$ 1,515.54
Expenses			
Appropriated			\$ 3,985.00
Expended	Purchase of Services	\$1,318.00	
	Advertising	483.20	
	Supplies	184.39	
	Instate Travel	204.35	
	Meeting Expenses	557.87	<u>\$ 3,029.97</u>
Unexpended balance returned to general fund			\$ 1,237.19

HOUSING AUTHORITY

David Yesue.....2017
Kevin O'Brien.....2018
Christopher Slade.....2019
Mark Duggan2020
Eileen Griffin-Wright.....State Appointee

The Bolton Housing Authority remains inactive, except when asked by Town officials to consult on housing issues. The Authority will remain so if and until there is an opportunity to provide housing to persons earning less than 50% of the local median income. The Authority currently has no such units.

Financial Statement
July 1, 2014 to June 30, 2015

Expenses		
Appropriated		\$100.00
Unexpended balance returned to General Fund		\$100.00

CAPITAL PLANNING COMMITTEE

Colin Bradley2016
Michael Gorr2017
David Yesue2017

The Bolton Capital Planning Committee assists the Advisory Committee in doing a focused review of capital requests over \$25,000. The Committee meets with the requesting department heads to better understand the need for each capital request and how such requests fit into the upcoming fiscal years. The Committee then prioritizes all requests and makes recommendations to the Advisory Committee.

BOARD OF APPEALS

Gerard Ahearn, Chairman.....	2016
Brad Reed	2017
Kay Stoner	2018
Alexander Kischitz.....	2019
Jack Sargent	2020
Associate Member: Bryan Holmes	2017
Associate Member: Open Seat.....	2016

The Zoning Board of Appeals held multiple meetings during calendar year 2015. During these meetings, the Board accomplished the following tasks:

- The Zoning Board of Appeals nominated Gerard Ahearn as Chairman and Bradley Reed as Vice Chairman.
- The Zoning Board of Appeals granted Variances pursuant to Section 250-13B of the Code of the Town of Bolton to Houde Realty Trust for a property located in Bolton's Business Zoning District at 470 Main Street identified on Assessor's Map 4.D as Parcel 29. The Variance provide zoning relief from a side yard and front yard setback for the construction of a 2,570 square foot commercial building to establish restaurant, retail, office and/or other commercial uses.
- The Zoning Board of Appeals granted a Special Permit pursuant to Section 250-3C of the Code of the Town of Bolton to Fotini's Restaurant and Bar located at 544 Wattaquaddock Hill Road to expand/alter a pre-existing nonconforming structure to construct an outdoor patio to be used for restaurant seating in the Residential Zoning District identified on Assessor's Map 3.A as Parcel 46.
- The Zoning Board of Appeals issued a Variance finding for 195 Berlin Road in the Residential Zoning District identified on Assessor's Map 3.C as Parcel 8 for the construction of a two car garage. The Board found that the desired relief from the front yard setback for the proposed garage of the pre-existing nonconforming single family dwelling would not be substantially more detrimental to the neighborhood than the existing nonconforming structure.
- The Zoning Board of Appeals approved the request to transfer ownership and the modifications to the Comprehensive Permit issued to Craftsman Village Bolton, LLC for the Craftsman Village project (previously named Bolton Manor) located at 32 Sugar Road in Bolton's Residential Zoning District identified on Assessor's Map 4.C as Parcel 26. The Board previously determined that changes to the permit and site plans would be insubstantial including the reduction of homes from 42 to 30 units and modification of the subsidy program from the New England Fund (NEF) Program to Local Initiative Program (LIP) through DHCD. The Board also approved an ANR for the property to subdivide the original parcel (4.C-26) into five lots.

Financial Statement July 1, 2014 to June 30, 2015

Expenses

Appropriated

Advertising	\$100.00	\$ 200.00
Unexpended balance returned to general fund		\$ 100.00

ECONOMIC DEVELOPMENT COMMITTEE

Helene Demmer, Chairman	2016
Erik Neyland, Vice Chairman.....	2016
Lysa Miller.....	2016
Bruce Slater.....	2016
Michael Murphy.....	2016
David Pettit	2016
Mark Ayotte	2016
Open Seat	2016
Open Seat	2016

Erica Uriarte, Town Planner, Non-Voting Ex-Officio Member

The Economic Development Committee (EDC) was established in January of 2010 and typically holds meetings the first Monday of each month. Currently there are seven appointed members, with two vacant slots, and the Town Planner serving as a Non-Voting Ex-Officio member. The Town was designated as an Economic Target Area (ETA) and Economically Distressed Area (EDA) by the Massachusetts Office of Business Development which allows the Town to participate in economic incentives. The Committee was awarded a Peer-to-Peer Grant from the Department of Housing and Community Development which provides a consultant to assist the Committee with writing the Economic Development Action Plan.

During the sixth year the Committee conducted the following:

Continued Revised Mission

The EDC has continued with its revised mission focusing on promoting Bolton businesses, while creating excitement to fill vacant spaces

- Ribbon cuttings
- Articles on social media and papers
- Events
- Coordinating efforts with Nashoba Valley Chamber of Commerce
- Creating a business community

Budget

The EDC submitted and got approved a \$1,000 budget during the 2015-2016 budget process.

Membership Update

In September, the EDC met and elected new office holders for 2015 (see list above).

- New member Mark Ayotte joined, 2 open slots
- EDC membership is officially 9 members – quorum at 5 – still need to actively recruit
- Helene Demmer’s last year as chairman, as well as member

Business Event

- EDC, in conjunction with the Nashoba Valley Chamber of Commerce, held its 2nd Annual business event on Wednesday April 29, 2015
- Breakfast meeting from 7:30-9am, held at The International
- Paul Mathews, of 495/MetroWest Partnership, Erica Uriarte Bolton Town Planner along with Meg O’Leary Bolton Town Common presented
- 30 businesses owners attended and received positive feedback with regards to creating a Bolton business environment

Welcome to Bolton Sign

- EDC and the Agriculture Commission designed and coordinated a Welcome to Bolton Sign, highlighting 6 businesses and 6 farms
- Each business paid \$500, while the farms paid a combination of \$500 or \$250
- Signs to be located at 495 South and 495 North entrances
- Rich Pelletier has volunteered to install the sign.
- Spring 2016 installation is planned

Adopt a Pole initiative

- 2nd year, EDC coordinated the project, to affix holiday wreaths to the telephone/electric poles along Route 117 Main Street, Bolton, MA.
- EDC was able to get over \$500 in business and family donations to fully fund the 50+ wreaths, plus adding to the surplus for future years.
- Mark Ayotte donated all of the plastic ties, and Bruce Slater procured the wreaths.
- The EDC and some family members joined forces on Saturday December 5, 2015 to hang all of the wreaths.
- DPW should take down the wreaths.

Media

- Continued to leverage the digital medium to promote businesses on our Destination Bolton facebook, blog and website.
- Facebook page has over 260 likes – goal is to create unique content to drive up the likes and actively promote Bolton
- Attended Laurel Learning Ribbon Cutting

Inter-Committee

- Work with Bolton's Planning Board to ensure business needs are represented
- Support new businesses coming before Planning Board if needed, specifically 626 Main Street/Frank Patterson
- Issued a post-mortem review of the Clinton Savings Bank process to the Planning Board to learn what went well as well as to understand what could be improved
- Work with Town Planner and Building Inspector to understand the special permit associated with 711-713 Main Street – from that, derived understanding that special permit goes with the property and not the owner.

On-going

- Business listing – Erica Uriarte created and is maintaining the list
- Promote vacant space
- Developing an EDC brochure

Financial Statement July 1, 2014 to June 30, 2015

Expenses

Appropriated			\$1,000.00
Expended	Purchase of Services	\$700.00	
	Postage	100.00	
	Supplies	200.00	\$1,000.00
Unexpended balance returned to general fund			\$ 0.00

BUILDING INSPECTOR

Michael Sauvageau..... 2016

ASSISTANT BUILDING INSPECTOR

David Drugge..... 2016

The number of building permits issued this past year remained very steady relative to past years. The Building Department issued 276 permits.

The Building Department is located on the lower level of the Town Hall. Office hours are Monday, Wednesday and Saturday: 8:00 a.m. – 9:00 a.m. and Tuesday: 7:00 p.m. – 8:00 p.m.

The Building Department Administrative Assistant, Jenny Jacobsen, is located in the Town Hall on the upper level. Office hours are Monday, Wednesday and Thursday, 9:30 a.m. – 2:30 p.m. and Tuesday, 9:00 a.m. – 4:00 p.m.

The 2009 International Residential Building Code, which is the Eighth Edition of the Massachusetts State Building Code, is in effect for construction. *Effective July 1, 2014*, the 2012 International Energy Conservation Code for insulating and energy consumption systems for residential and commercial buildings is in full effect. The major changes from the current code are that new residential dwellings will need to have a higher R-value (more insulation) in the attic and ceiling areas as well as an increase in the tightness of the exterior envelope of the house. New commercial buildings will be required to use more efficient energy consumption systems such as those for HVAC and lighting. We anticipate that a new building code will be adopted sometime this year and will be in full force and effect by beginning of next year.

Please be advised that the code requires a building permit for swimming pools. This requirement includes both in-ground and above-ground pools. While many conventional above-ground pools can easily meet the required code for construction, several code requirements such as fencing, gates and safety ladders need to meet specific requirements as well. This can only be determined by an inspection in conjunction with the issuance of a building permit. The blue inflatable pools as well as smaller erectable pools do not meet the code requirements for installation. While you are not prohibited from erecting one of these types of pools, certain protective barriers need to be in place, and the installation of gates, fencing and other requirements need to be met as well. In addition, electrical code requirements must also be met. Anyone who has any question that a pool may or may not comply with these requirements can call my office for assistance.

All homes, regardless of their age, are required by law to have carbon monoxide detectors installed. Please contact the Fire Department for the location and type of detectors required.

The following permits were issued in 2015:

Additions.....10	Barns2	Cell Tower Antennas1
Demolition1	Driveways.....22	Dwellings22
Decks.....12	Foundations6	Insulation.....21
Garages2	Fences0	Remodeling.....51
Roofing41	Sheds3	Siding3
Signs.....7	Tents5	Solar Panels.....24
Swimming Pools.....8	Window Replacement....19	Wood and Pellet Stoves ..16

Financial Statement
July 1, 2014 to June 30, 2015

Wages			
Appropriated			\$25,630.00
Expended	Department Head	\$24,025.60	
	Assistant	322.09	<u>\$24,347.69</u>
Unexpended balance returned to general fund			\$ 1,282.31
Expenses			
Appropriated			\$ 2,830.00
Expended	Vehicle Maintenance	\$2,080.00	
	Supplies permits	560.39	<u>\$ 2,640.39</u>
Unexpended balance returned to general fund			\$ 189.61
Expenses			
Appropriated			\$16,398.00
Expended			<u>\$15,851.40</u>
Unexpended balance returned to general fund			\$ 546.60

PLUMBING AND GAS INSPECTOR

Robert Janda..... 2016

ASSISTANT PLUMBING AND GAS INSPECTOR

Jeremy Pierce.....2016

There were 75 plumbing permits and 81 gas permits issued in 2015.

Financial Statement
July 1, 2014 to June 30, 2014

Expenses			
Appropriated			\$16,398.00
Expended			<u>\$15,851.40</u>
Unexpended balance returned to general fund			\$ 546.60

WIRING INSPECTOR

James Boodry.....2016

ASSISTANT WIRING INSPECTOR

Peter Casello..... 2016

There were 204 electrical permits issued and approximately 312 inspections done in 2015. In addition to scheduled inspections, the inspector responds to calls from residents for guidance and expertise pertaining to electrical projects. The inspector responded to 47 calls in 2015. Many of these calls were from solar electricians.

Financial Statement
July 1, 2014 to June 30, 2015

Expenses			
Appropriated			\$19,010.00
Expended			<u>\$18,647.66</u>
Unexpended balance returned to general fund			\$ 362.34

PUBLIC LIBRARY

Leigh Shanny2016
Pamela Czekanski2017
Robert C. Zak, Jr., Chairman2018

Staff: Kelly Collins (Director), Tim Joyner, Linda McGeehan, Cailin Chenelle,
Susan Polansky, Karen Reed, Johanna Graber, Jean LaPlante,
Caitlin Vasington and John Vasington

Mission Statement:

The Bolton Public Library (BPL) serves the community as a center for self-education, culture, recreation, and information by assembling and administering, in organized collections, books and other materials. The Library supports the educational, civic, and cultural activities of groups and organizations in and around Bolton. The Library staff continually seeks to identify community needs, provides programs and services to meet those needs, and generates support for such programs.

For the Library Trustees, the year's main activity was preparing for and carrying out a long-range planning exercise. This involved a townwide survey, appointment of a committee made up of residents and staff, three focused meetings, followed by the production of a long-range plan for FY17-20 with a corresponding action plan for FY17. The completed long range plan may be seen on the library's website (<http://www.boltonpubliclibrary.org/long-range-plan.html>)

In addition to long range planning, the Board of Trustees oversaw the facility and budget. In monthly meetings the Board reviewed policies, managed the budget and drafted a new request for FY17, and continued to grow a foundation with the Greater Worcester Community Foundation. The Board worked closely with Town Administrator Don Lowe and with the DPW on facility management.

The Trustees' top priority is attracting and retaining energetic, knowledgeable staff members to serve the community's diverse needs. Among them, the library staff has earned one Associate's degree, six Bachelor's degrees, and three Master's degrees. All staff members are committed to expanding their knowledge through professional meetings, conferences, programs, and webinars. The Board of Trustees and the library staff together have given over 50 years of service to the Town.

Usage and service trends in FY15 include the following:

- The library was open 2,096 hours, including 468 hours after 5 p.m. and 180 hours on Saturdays.
- 40,332 individual visits to the library were logged.
- We served an average of 19 people during each open hour, and 988 people each week.
- 167 kids participated in the Summer Reading Program.
- Overall borrowing (82,397 items) increased slightly over FY14 (81,302 items).
- We held 191 children's programs attended by 3,379 people
- The Program Room was used 159 times by 2,774 people in the community.
- The library offered 2,249 wireless internet sessions free of charge, as well as an average of 30 sessions per week on the library's own PCs.
- 72% of Bolton residents have a library card.

Demand for downloadable materials continued. Locally, e-book borrowing was up 52% from FY14 to FY15. In 2015 a gift from the Friends of the Library enabled us to offer 50+ popular magazines via Zinio, a service that allows downloads to tablets, laptops, and mobile devices. Traditional printed books, which make up the majority of items in our collection, are still the preferred way for residents to read, and their circulation—the largest portion of the library's offerings—held steady compared with last year.

The Library offers over 91,000 items, among them books, magazines, online language training, recorded books, music CDs, movies, e-books, downloadable audio and video files, databases, and museum passes. Network membership in C/WMARS gives residents with valid library cards access to all of Bolton's materials plus millions of other items network-wide. Delivery of interlibrary loan items (over 22,000 items to and from Bolton alone) is funded by the Commonwealth. Our staff accepts deliveries and processes items five days a week in order to deliver them to our readers in a timely and efficient manner.

We're ever grateful for our volunteers who support the Library by leading programs that enrich the community. They are Roger Breeze (local history and genealogy groups), Dan and Faith Senie (open mike), and Shirley Sefton (senior book group). This year we reinforced our connection to the Friends of Bolton Seniors and Council on Aging by cooperating with Erica Dow to plan special events for our seniors. We also enjoy a close relationship with the local schools, most evident in Cyndie Maxfield's outreach with early literacy activities.

A very special thanks goes to the Friends of the Library's board: Corrin Crowley, David McKinley, Jean McKinley, Shawna Croteau, John Libertine, and Isabel Wells, Panny Gerken, Lisa Hopkins, Marcia Burnett, and to all Friends members. The Friends of the Library support all of museum passes, Wowbrary (our weekly e-newsletter), movie license, Zinio e-magazine service, and other special events that benefit the entire community. The Friends' support this year was generous and significant, and the library more than gets by with a little help from its Friends.

Financial Statement July 1, 2014 to June 30, 2015

Salary

Appropriated	\$83,595.20
Expended	\$83,595.20

Wages

Appropriated	\$165,454.00
Expended	<u>\$159,811.37</u>
Unexpended balance returned to General Fund	\$ 5,642.63

Longevity

Appropriated	\$350.00
Expended	\$350.00

Operating

Appropriated	\$142,386.00
Expended	<u>\$134,639.00</u>
Unexpended balance returned to General Fund	\$ 7,746.89

COUNCIL ON AGING

Pat Bensetler	2016
Shirley Sefton, Meals on Wheels	2017
Barbara Brown, Vice-Chair/Police Liaison	2017
Margaret Nangle, Secretary	2017
Emma Herbison, Regency Liaison	2017
Thomas Byron, Senior Newsletter Editor	2017
Panny Gerken, Food Bank Liaison	2018
Flora Wilson, Treasurer	2018
Doris Ettinger, Chair	2018
Sheila Chmielowski, Director	

The Council on Aging (COA) is a department of the municipal government established for the purpose of coordinating and carrying out programs that meet the needs of the aging. The council meets at Bolton Country Manor on the first Tuesday of every month at 10:00 a.m. All meetings are open to the public. Observers and prospective new members are invited to any and all of the COA meetings. The members of the council are made up entirely of volunteer workers. All members are appointed by the Board of Selectmen and represent a cross-section of the community.

The Bolton COA is committed to the continued growth and well-being of our senior citizens by providing programs, education, information and referral services with a goal of helping seniors achieve the best quality of life possible.

The Bolton Senior Center is an accessible focal point and a gateway to an important system of home and community-based services and programs. We attempt to strengthen and support the integration of older senior citizens into the life of our community.

The COA's Office and Senior Center are located at the Bolton Country Manor senior housing facility, 600 Main Street. The Council on Aging office can be reached at (978) 779-3313 or coa@townofbolton.com. Senior Center hours are Tuesdays, Wednesdays and Thursdays from 9:00 a.m. to 2:00 p.m. Various programs and services are offered and well-received throughout the year.

This has been a wonderful year for Bolton Seniors; with the wonderful support of the Selectmen, Town Administrator, Town Secretary, Friends of the Bolton Seniors (FOBS), townspeople, an active Council, and many volunteers, we have established a vital Senior Center. Without their assistance we would not be able to operate such a successful and welcoming Senior Center.

Activities Coordinator, Erika Dow, will be looking into more classes, trips, programs, and events for this year, and future years to come. Erika serves as the activities coordinator for the Council in an eight-hour per week position. This position is going on its second year, and is funded by the COA's town budget. Erika coordinates trips and activities for local seniors and offers educational and informational services for the benefit of seniors, family members, and care givers in town. She can be reached via e-mail at coaprograms@townofbolton.com, or the Senior Center (978-779-3314) on most Tuesdays and Thursdays.

The Outreach Program is very important in enhancing the quality of life and independence of the seniors in Bolton and in educating the community to the needs of its seniors. Thanks to funding from a State Grant and COA's town budget, we are able to continue this very important program throughout 2015 and beyond. Outreach Coordinator, Lisa D'Eon assesses the needs and interests of the senior community in Bolton. She follows through with ideas and referrals, and looks for needs that are not being met. She also serves those who are isolated or homebound. In addition to making home visits, Lisa will be available to all on Tuesdays from 10 -2 at our center. She can be reached at 978-779-3314 or email at outreach@townofbolton.com for appointments, questions, assistance or just to say hello.

Regretfully, we had to say goodbye to Brooke James this year. Brooke and her family have relocated to Vermont. Keep the home fires burning Brooke as you will need them to stay warm! Thank you Brooke for your many years of community service. Your dedication and compassion for our seniors will be missed by all.

The COA plans and provides for six to seven bus outings during the year. Bus transportation is subsidized through the COA budget. Interesting visits to educational or historical sites invariably include a stop at a restaurant for lunch and entertainment. A special thank you to Montachusett Regional Transit Authority (MART) for use of their 18 passenger van utilized for Massachusetts localized short trips. In addition to the larger van, a ten passenger MART van assigned to Bolton is also available for appointments on Monday through Friday from 9:00 a.m. to 4:00 p.m. for medical appointments, shopping, meals, etc. For reservations, call 978-779-3313 at least 24 hours in advance of the requested trip.

Many new programs and services have been offered to the seniors this year. One being "Reflexology and Nail Services". This program has been well-received and is offered twice monthly at a minimal charge of \$5.00 for a half hour session. You have a choice of either a manicure, pedicure or reflexology of the hands or feet with a licensed reflexologist.

A much-anticipated and needed program was initiated this year with the help of Town of Bolton, COA, Bolton Lions Club, Rotary Club of Nashoba Valley and FOBS. Its goal is to minimize the hardships of winter for those who may not have the ability or resources to remove snow themselves. The program includes the delivery of sand at the beginning of the winter season, pairing of volunteers with elderly or disabled residents to assist with snow removal, and clearing driveway entrances after street widening. To be matched with a Snow Angel and receive assistance, residents must have a physical disability or be age 60 or older. In addition residents must lack alternative snow removal resources and reside within Bolton.

In an effort to save postage the senior newsletter is no longer being mailed to our seniors unless specifically requested. There is a \$5.00 yearly fee charged if you would like to receive your newsletter by mail. The savings incurred will be used in other areas to benefit our senior population. Newsletters will be forwarded to email recipients at no charge. Volunteers will deliver copies of the newsletter to various locations within the town.

A holiday banquet was held this year at O'Connors Restaurant in Worcester. This event is sponsored by the COA and partially funded through the COA's town budget. There were 44 seniors who attended. This function is a yearly event and immensely enjoyed by all attendees.

The Annual Senior Picnic was held this year at the First Parish Church of Bolton in August and once again was sponsored by the Friends of the Bolton Seniors. Thanks again to the Friends and also to Reverend Richard Jones for offering his place of worship for our annual get together.

Meals on Wheels is one of the council's most valuable and successful programs. The program provides nutritious meals to the frail, the homebound, and all seniors throughout the year. Hot or frozen meals are prepared on Tuesdays and Thursdays and delivered by volunteers; these meals are often the most nutritionally balanced dinners received by recipients during the entire week.

Homemade soup continues to be prepared and delivered every week to approximately fifteen households in Bolton. The soup is prepared by a group of volunteers who refer to themselves as Soup Makers Anonymous. Soup recipients receive one quart of delicious homemade soup brought to their door every Monday.

Well Adult Clinics are held at the Senior Center monthly on the third Thursday from 9:30 a.m. to 11:30 a.m. There is also a “Keep Well Elder Health Clinic sponsored by the VNA Care Network held the second Thursday of the month from 12:00 p.m. to 2:00 p.m. Services offered include blood pressure checks, blood glucose testing, checking heart rate and lungs, and individualized attention rendered by a registered nurse.

“Relax with Reiki” has been well received by our seniors, and was introduced at the Senior Center in 2010. Reiki is a system of hands-on healing that allows seniors to feel relaxed, calm, and peaceful. Linda Crabtree, Reiki practitioner, focuses on the head and shoulders only. Sessions are held on the first Wednesday of every month. This is a free class.

A program offered to seniors at the Senior Center is “Stretch & Balance”. These classes, subsidized by FOBS, are suitable for seniors of all physical condition from wheelchairs and/or walkers to marathoners and beginners as well as those who have taken said instructions in the past. Classes last approximately 30 to 45 minutes in length and cost \$3.00 per session. Classes are held every Wednesday at the Senior Center commencing at 10:15 a.m.

The FOBS sponsors “Tuesday Connections” program/lunch. Each third Tuesday of the month, other Bolton citizens, committees and groups will offer discussions and activities of interest as part of Tuesday Connections. Afterwards, a delicious lunch is served by the members of the Friends. This program is immensely enjoyed by the seniors and will continue for 2016.



**Mary Ciummo, Friends of the Bolton Seniors
celebrating Senior Appreciation Month**

The council encourages input about programs or additional services that you would like to have in your Senior Center, because this is your place. Our mission at the center is to enhance the quality of life for senior citizens of the Town of Bolton by providing multi-purpose programs especially designed to fulfill

the health, educational, recreational, outreach and transportation needs of our seniors in a safe, friendly and comfortable environment.

Once again, the council would like to thank the Lions Club, Bolton Police, Fire and Ambulance departments, Friends of the Bolton Seniors, and all those who volunteered their services and time to our seniors this year. The council is fortunate to be able to work with such a wonderful group of people dedicated to the same mission in serving the seniors in Bolton. Our Senior Center will only be successful with your support, and your participation. We have many blessings, but the one challenge that comes to mind is: that there are not enough hours in the day to accomplish all that we want to do.

The elderly population is not seeking something beyond their needs. Rather, they are hoping that they may continue as Citizens of Bolton, with the same opportunities the elderly of most towns throughout the Commonwealth provide for their seniors. The Council on Aging speaks not only for the current population of senior citizens, but also, for generations of seniors to come, in the quest for the continued support and kindnesses that were extended to us throughout the year 2015.

**Financial Statement
July 1, 2014 to June 30, 2015**

Salary and Wages (includes MART van drivers)

Appropriated	\$47,938.00
Expended	<u>47,356.00</u>
Unexpended balance returned to general fund	\$ 582.00

Expenses

Appropriated		\$14,926.00
Expended	Purchase of Services	\$4,950.00
	Software Support	1,200.00
	Building Lease	2,164.00
	Telephone (MART)	0.00
	Cable DSL	875.00
	Supplies	2,319.00
	Gasoline (MART)	1,374.00
	Miscellaneous	1,129.00
		<u>\$14,011.00</u>
Unexpended balance returned to general fund		\$ 915.00

CABLE ADVISORY COMMITTEE

Kenneth F. Troup.....2017
Robert Johnson..... 2017
Danielle Cochrane.....2017

The Cable Advisory Committee is charged with overseeing the town's contract for cable services with Comcast. The Committee acts as the town's principal point of contact with the Comcast government representative and assists Bolton residents with complaints and inquiries with Comcast. This includes providing information to eligible senior citizens about cable bill discounts that were negotiated as part of the contract renewal in 2013. Although the Committee cannot promise resolution, we are happy to provide assistance wherever appropriate. Feel free to email or telephone Ken Troup, whose contact information is available from the Town Hall staff.

BOLTON ACCESS TELEVISION CORPORATION

Kenneth Troup, President

The year continued the transition in Bolton Access TV operations. We worked closely throughout the year with Sterling Lancaster Community Television (SLCT), gaining valuable insights from their Executive Director as to how we should be organized and operate. We continued our emphasis on government programming, making most meetings available on two Internet platforms. And we completed purchase and implementation of cameras and lighting needed to make our studio fully functional.

Public Programming

Bolton Access TV increased our community presence by recording more local group meetings and events and making monthly use of our studio for informational shows and interviews with local officials. We continued to produce and edit *Nashoba Now* almost every month with Nashoba Superintendent Michael Wood. We recorded a three-part program on residential solar energy that is being edited by the resident who did the presentation. When completed, we expect to share that series of programs on a nationwide service called PEG Media so that other public access stations can use the information. The extensive community interest in the Route 117 led us to record multi-camera programs of selectmen's hearings at Davis Hall. The second one we live streamed on the Internet. Bolton Access TV handles the production and distribution of school committee meetings, working closely with the cable caster for the school district. We continued to work with local non-profit groups and town departments to increase community awareness of what they do. As an example, we assisted the Historical Society in some public service announcements about events in the area. We continue to broadcast church services. We continue to receive a lot of ideas for other programs and believe that the improved field recording equipment and new studio cameras and lighting will facilitate citizens and groups in doing more videos in the future. We are here to help and assist in getting more local programming on Channel 8.

Education Programming

Bolton Access TV continued to work closely with both Florence Sawyer School and Nashoba Regional High School, recording and broadcasting numerous high school concerts, a number of shows produced by Florence Sawyer TV (FSTV), and the high school graduation. For the second year in a row, we sold DVDs to graduates and their families with proceeds beyond costs intended for a future scholarship. We continued to work closely with Nashoba Regional High School to increase student interest and participation in video production. During the summer, we had two high school students working with us on various aspects of the station's operations.

Government Programming

Our cable casters continue to broadcast all Selectmen (23 meetings), Advisory Committee (18 meetings), Planning Board (17 meetings), Conservation Commission (20 meetings), and Economic Development Committee meetings from our control room at the station in the Houghton Building. Most are aired live when the meetings are in the selectmen's room at the Town Hall or the Lois Alex room in the Houghton Building. All are repeated on Channel 99, and continue to be available to residents via the video on demand service we provide, on both Town Hall Streams and/or YouTube, with links on our website. We record Town Meetings for broadcast the day after the meeting. Tri-Town meetings are broadcast live when in Bolton; we distribute them to both Stow TV and SLCT and later air Tri-Town meetings when provided to us from Lancaster or Stow. All of these government meetings are aired on Channel 99. We broadcast School Committee meetings on Channel 99 (21 during 2015) with scheduled meeting repeats on Channel 99, although when the School Committee is held at the same time as Bolton town committees, we air it live on Channel 8. We also cablecast live the NRHS Space Needs Task Force meetings (16 in 2015). We distribute the Nashoba-related programs via Google Drive to both Stow TV and SLCT.

Administrative Update

Chris Detsikas of Sterling Lancaster Community Television worked with us as a consultant during the first half of 2015 and helped us settle on an organization with a full time Production Manager, Teresa Sauer, and part-time Production Coordinator, Ken Horton. In addition to expanding her hours and duties to cover the scheduling and day to day operations with the title of Production Manager, Teresa Sauer continued her efforts in working with Florence Sawyer School and local groups to identifying and organizing local programs of interest. She oversees the cable casters, and trains volunteers in using equipment and in producing and editing local programs, helping turn their ideas into productions. Ken Horton, who has worked as a volunteer and occasional paid contract technical assistant, joined us in August 2015 as the part-time Production Coordinator. He assists Teresa with scheduling and technical operation of the various systems. Bob Johnson and Ed Sterling continue to provide invaluable technical help with the various audio, video, and computer systems within our station.

Cooperation with Sterling Lancaster Community Television

Partly because of an internal strategic planning contract they were embarked upon in 2015, SLCT stopped merger discussions with us, but were enthusiastic about closer cooperation between the two stations going forward. This started with our consulting arrangement with Chris Detsikas and ended up with an Agreement of Cooperation proposal which at this writing had been favorably received but not yet voted on by SLCT. The two employees of SLCT work closely with Teresa and assisted us technically and with equipment on several occasions during the year. Teresa, in turn, became more familiar with SLCT operations so that she could provide back up to their Production Manager as needed. We shared ideas, equipment, and personnel during the year. The Agreement, when implemented, would allow reciprocal membership between the two stations, with members being able to use equipment and facilities. Both we and SLCT hope this will mean less duplication of equipment and more efficient use of equipment and facilities.

The table below shows Bolton Access TV program productions for 2015.

LIVE Recordings	2015 Total
Selectmen	23
Advisory	18
Planning Board	17
Conservation Commission	20
Economic Development	7
Tri-Town	2
Minuteman Building Update	1
Lyme Disease Forum	1
Bolton Access TV Annual Meeting	1
NRHS Space Needs	16
School Committee	21
Total Live Recordings	127
FIELD Recordings	2015 Totals
Public Programming	25
Nashoba Concerts, Games, Graduation	13
Bolton Access TV Studio Recordings	11
Florence Sawyer TV productions	15
Government Field Recordings (Caucus, etc.)	9
Nashoba Budget Forum and Space Needs	4
Total FIELD Recordings	77
Grand Total Recordings	204

DEPARTMENT OF PUBLIC WORKS
Harold Brown, Director of Public Works

The Department of Public Works:

- Maintains and repairs public roadways and associated storm drainage systems, street signs, traffic signs, traffic signals, public parking lots and guard rails
- Removes roadside litter and brush
- Maintains traffic markings
- Maintains road and sidewalk safety in the winter by plowing and sanding
- Maintains and repairs all public buildings
- Maintains public grounds
- Assists Cemetery Department with burials
- Assists the Tree Warden with tree removal and pruning
- Oversees the operations of the Town Transfer Station and Recycling Center
- Applies for state and federal funding
- Works with various boards and committees on projects that benefit the Town of Bolton

The Department is committed to maintaining safe roads, buildings, and grounds while preserving the rural character of Bolton. We encourage calls from the public to make us aware of issues of public safety.

The following specific work has been done by the department during 2015:

- Repaired several catch basins on various roads in town
- Worked with companies to re-engineer several culverts that need to be repaired due to various stages of failure
- Repaired distressed areas of Rt. 117, Berlin Road and Still River Road
- Repaired a failing culvert on Long Hill Road and Meadow Road
- Oversaw work and maintenance at the Old Fire Station
- Crack sealed 33.6 miles of roads to stop the infiltration of water and slow deterioration
- Installed a solar light pole at the Town Hall

2015 kept the DPW busy with snow removal! The winter that never seemed to end produced a total snow accumulation of 117 inches. The relentless snow and nonexistent melting lent itself to dangerous road conditions. Large piles of snow at intersections and on the sides of roads reduced visibility and narrowed roads. The DPW worked diligently to maintain town roads in order to make them safe and passable.

The Transfer Station and Recycling Center had a very successful 2015. The facility continues to serve all residents and businesses of Bolton. Trash stickers are available for sale at the Transfer Station as well as the Town Hall. Please remember that the Transfer Station has permanent collections for books, electronics, and furniture recycling in addition to the traditional recycled items. The Town of Bolton urges all residents to utilize the Recycling Center and to purchase products that contain recycled content. Please refer to our website for up-to-date information on accepted items and fees. Along with the community group "Bolton Local", the DPW hosted two Styrofoam Recycling Events as well as Shoe Recycling Event. The events were a great success and we plan on hosting more recycling events in the future.

The Town of Bolton is currently in our fifth year as a member of the Devens Regional Household Hazardous Products Collection Center. This facility operates ten months per year. This will allow residents twenty opportunities per year to safely and properly dispose of hazardous products at the regional facility located on the Devens campus. Please visit www.devenshhw.com for dates and additional information.

The residents of the Town of Bolton should be very proud of their recycling efforts as you helped to achieve an outstanding recycling rate averaging less than 1000lbs/year of trash per household! The state average is over 2000lbs/year.

After 17 years of dedicated service as the Administrative Assistant and Recycling Coordinator for the Town of Bolton - Department of Public Works, Michelle (Shelly) O'Toole accepted a position as a Mitigation Grants Coordinator with the Massachusetts Emergency Management Agency (MEMA). During her tenure, Shelly managed the day-to-day operations of the DPW with great skill and effectiveness. In addition to the multitude of public works administrative responsibilities, she played a crucial role in the development and coordination of many recycling events and programs for the town. Many say, Shelly's greatest accomplishment in her 17 years at the DPW was putting up with Harold E. Brown! We wish her all the best in her new endeavors at MEMA – she will be missed.

Financial Statements
July 1, 2014 to June 30, 2015

190 – Buildings Expenses & Services

Appropriated			\$130,141.00
Expended	Maintenance	\$111,505.94	
	Repairs	6,720.56	
	Grounds Maintenance	4,706.64	
	Trash Hauling	624.00	
	Propane	143.30	
	Other Charges	6,384.00	
			<u>\$130,084.44</u>
Unexpended balance returned to general fund			\$ 56.56

293 – Traffic Lights Expenses & Services

Appropriated			\$2,700.00
Expended	Electric	\$1,614.24	
			<u>\$1,614.24</u>
Unexpended balance returned to general fund			\$1,085.76

421 – Highways Salary

Appropriated			\$105,359.00
Expended			\$105,359.00

Wages & Overtime

Appropriated			\$507,013.00
Expended	Wages	\$478,892.29	
	Overtime	25,885.95	
	Longevity	2,750.00	
			<u>\$507,528.24</u>
Unexpended balance returned to general fund			(\$515.24)

Expenses & Services

Appropriated

\$137,320.00

Expended

Purchase of Service	\$ 4,220.44
Heating	3,674.49
Electric	8,619.76
Repairs	50,638.58
Telephone	6,447.52
Supplies	9,792.88
Gasoline	21,541.80
Stickers	675.00
Tires	5,631.35
Diesel	7,727.97
Parts / Supplies	5,870.81
Clothing Allowance	6,300.00
Training	66.00
Oil/Lube	2,843.00
Equipment	5,150.00

\$139,199.60

Unexpended balance returned to general fund

(\$1,879.60)**422 – Highway Improvement Wages**

Appropriated

\$8,000.00

Expended

\$8,000.00

Expenses & Services

Appropriated

\$202,100.00

Encumbered

(\$4,200.00)

Expended

Public Ways Safety \$ 1255.53

Local Improvements 195,494.36

\$196,749.89

Unexpended balance returned to general fund

\$ 1,150.11**423 – Snow & Ice Wages & Overtime**

Appropriated

\$38,000.00

Expended

Wages \$11,159.63

Overtime 79,787.38

\$90,947.01)(\$52,947.01)**Expenses & Services**

Appropriated

\$180,000.00

Permission to overspend

\$370,000.00

Expended

Repairs \$ 41,255.37

Snow Removal 254,095.67

Supplies 15,864.45

Gasoline 105.00

Diesel 17,779.89

Road Salt 90,701.09

Sand 39,251.52

\$459,052.99

Unexpended balance returned to general fund

\$ 90,947.01**424 – Street Lights Expenses & Services**

Appropriated

\$6,750.00

Advisory Transfer

\$ 500.00

Expended

Electric \$6,932.07

\$6,932.07

Unexpended balance returned to general fund			\$ 317.93
433 – Transfer Station Wages & Overtime			
Appropriated			\$62,825.00
Advisory Transfer to Expenses & Services			(\$15,000.00)
Expended	Wages	\$34,171.68	
	Overtime	8,860.62	\$43,032.30
Unexpended balance returned to general fund			\$ 4,792.70
Expenses & Services			
Appropriated			\$98,000.00
Advisory Transfer from Wages & Overtime			\$15,000.00
Expended	Electric Service	\$ 2,677.61	
	Trash Disposal	55,324.19	
	Trash Hauling	10,010.00	
	Recycling Hauling	30,924.99	
	Maintenance	8,539.54	\$107,476.33
Unexpended balance returned to general fund			\$ 5,523.67

TREE WARDEN
Mark E. Caisse

The Tree Warden works with National Grid, other utility companies and subcontractors to remove dead and diseased trees that endanger the traveling public and power lines. In addition, the department, in conjunction with the Historical Commission, is working to maintain the rural character of Bolton through the ongoing tree replacement program.

Brush cutting and road-side cleanup will continue with the help of the Department of Public Works. If residents have a tree issue they would like addressed, they should contact Leslie Caisse of Public Works at 978-779-6402 or via e-mail at dpw@townofbolton.com.

Financial Statement
July 1, 2014 to June 30, 2015

294 – Forestry Salary

Appropriated		\$3,272.00
Expended		\$3,272.00

Wages

Appropriated		\$2,500.00
Unexpended balance returned to general fund		\$2,500.00

Expenses & Services

Appropriated			\$41,700.00
Expended	Tree Trimming	\$28,608.00	
	Other Expenses	6,160.00	\$34,768.00
Unexpended balance returned to general fund			\$ 6,932.00

CEMETERY COMMITTEE

Harold Brown2016
David Jaaskela2017
Brenda Baum2018

The Cemetery Committee works with the Department of Public Works to continue the maintenance and landscaping of all cemeteries in Town and assisting with burials.

If residents wish to reserve a cemetery plot, or would like to have a printed certificate for their records, they should contact the Town of Bolton Department of Public Works at 978-779-6402 or dpw@townofbolton.com.

Financial Statement July 1, 2014 to June 30, 2015

491 – Cemetery Expenses & Services

Appropriated		\$8,000.00
Expended	Purchase of Service	\$2,715.00
	Grounds Maintenance	2,345.92
		<u>\$5060.92</u>
Unexpended balance returned to general fund		\$2,939.08

HISTORICAL COMMISSION

Robert Busch..... 2016
Jeannemarie Padovano..... 2016
Martha Remington, Chairman 2017
Bill Nickles 2017
Open Seat 2017
Alice Coggeshall..... 2018
Linda Engelmann 2018

The Bolton Historical Commission was established in 1992 by Article 14 on the Annual Town Meeting warrant. The Commission is charged by the Town of Bolton and the Massachusetts Historical Commission to identify, evaluate, document, and where possible, protect and preserve the historical, cultural and architectural resources of the town.

Demolition Permit Applications

68 Hudson Road - ca. 1920, deemed not historically significant

A revision of the demolition permit application was completed in December. Legal notice expenses, when applicable, will now be paid up front by the applicant to the town.

Pan NRHD

In August, we were notified by Massachusetts Historical Commission (MHC) that review of this nomination had been completed. There were only minor questions and comments from their National Register staff and praise for the excellent work by our preservation consultant. Once the nomination receives an OK from State Review Board it will be submitted to the Department of the Interior for final approval.

Center NRHD Plaque Campaign

Bronze historic plaques were installed on private and public buildings within the Center National Register District. The Commission thanks to DPW for installing plaques on the following public

buildings: Town Hall, Powder House; Houghton School; Emerson School and 1st Baptist Meetinghouse. Residents in the Center District are encouraged to contact the Commission if they would like to purchase a plaque for their property. Discount prices are available when plaques are ordered in larger quantity.

Bolton/Boston 1770 Milestone

The milestone will be getting a new wooden stand crafted by Tim Fiehler, President of the Bolton Historical Society and a master carpenter in his own right. Once the pedestal is completed, the Commission will assist the Historical Society in finding a permanent display location for this artifact.

Historic Cemeteries

Pan Burying Ground - Monument conservation continues at this site. An assessment of the condition of each bollard was made and documented. Repairs will be made on those in the poorest condition as soon as possible. Two bollards with hit and run damage from January 2014 made it through the following winter due to the protection provided by the huge volume of snow.

Old Fry Burying Ground - Public access to this cemetery on Berlin Road has been confirmed.

West Cemetery – The Commission thanks the DPW for straightening a severely tipped Worcester monument on the center aisle of this 1822 burying ground.

Tree Replacement Program

There were no plantings in 2015. In April the Advisory Committee investigated why this account had unexpended funds. There were several contributing factors and coordination is the key. Each replacement tree doubles in cost if planted by a private landscape company rather than DPW. To save money the Tree Warden schedules DPW to do the planting. The Tree Warden favors planting trees during spring rather than anytime the ground is not frozen. DPW staff is extremely busy during spring. If the spring time window is missed that entire year has no trees planted. As part of the April investigation the Commission provided Advisory Committee with a list of four locations on public land for tree replacement installations. Most prominent among those sites was Pond Park which has lost several large trees in recent years.

Participation with other groups

Selectmen

- Pole hearings for Wattaquodock Hill Road
- Persons Park cottage
- Gas pipeline issues
- DOT Route 117 takeover

Friends of Persons Park, Inc.

As a 501(c)(3) non-profit charity, FoPP will pursue grants and donations to cover the substantial costs to revitalize the historic 1919 cottage at Persons Park.

Tree Warden/DPW

Tree Replacement plantings

Membership

We are indebted to Linda Engelmann for her over 20 years of volunteer service to the town as a member of this Commission, many of those years serving as either Chair (8) or Treasurer (13). In December we were delighted to welcome new member William Nickles. Two vacancies remain on the Historical Commission, which holds public meetings on the first and third Wednesdays of the month. The Commission encourages all residents to take a look at *The Historic Properties Survey for the Town of Bolton*, a reference document maintained by the Commission and found in the Whitcomb Room at the Bolton Public Library.

Financial Statement
July 1, 2014 to June 30, 2015

Expenses

Appropriated			\$6250.00
Expended	Purchase of Services	\$5189.60	
	Dues & Memberships	350.00	
	Supplies	661.94	<u>\$6201.54</u>
Unexpended balance returned to general fund			\$ 48.46

CULTURAL COUNCIL

Alison Morgan	2016
Marie Fusaro	2016
Margot Brody	2017
Pat Bensetler	2017
Open Seat	2017
Open Seat	2017
Teresa Sauer, Chairman	2019
Nan Shnitzler	2019
Bharti Bhakta	2019
Julia Szcesuil	2019
Open Seat	2019

The Bolton Cultural Council (BCC) is part of a grassroots network of 329 local councils (LCC) that serve every city and town in the Commonwealth. The state legislature provides an annual appropriation to the Massachusetts Cultural Council (MCC), which then allocates funds to each local council. Decisions about which activities to support are made at the community level by the BCC, a board of municipal volunteers appointed by the Board of Selectmen.

As dictated by MCC regulations, the Town receives funds from the MCC and releases funds to the grant recipients after the approval of the BCC and upon satisfactory completion of the project within the year. Any residual funding is eligible for regranting. The town provides the Bolton Cultural Council with meeting space and a mailbox, and the Town Accountant maintains, manages, and provides reporting for the BCC financial accounts.

BCC Funding Priorities

- Preference given to Bolton-based non-profit organizations and artists for projects that will benefit the Bolton community.
- Preference given to non-profit organizations from towns adjacent to Bolton for projects in which Bolton residents participate and/or that serve Bolton residents.
- Applicants based outside of Bolton or the surrounding communities are expected to secure sponsorship from an organization in Bolton.

FY 15-16 Awards Process

The Bolton Cultural Council met on November 4 and December 7, 2015, to review grant applications and determine grant awards in accordance with MCC guidelines.

FY 15-16 Grant Award Recipients

Grant applications for the upcoming fiscal year were shared for review and discussion. The amount awarded was \$5,175, distributed as follows:

\$450 to Florence Sawyer School Parents Advisory Council for Nudging the Imagination
\$300 to Denis Cormier for Hand-on History, presented to Florence Sawyer School fifth graders
\$100 to Sounds of Stow
\$200 to the Concord Band
\$100 to Fitchburg Art Museum for the Regional Exhibition of Art & Craft
\$300 to Worcester Chamber Music Society's free ticket program
\$200 to Friends of Bolton Public Library for Swing into Health mobile mini-golf
\$300 to Polus Center for Social and Economic Development for the Polish Picnic in Clinton
\$150 to Friends of Bolton Seniors for Around the World of Music
\$250 to Friends of Bolton Seniors for Appreciation Month Play at Stoneham Theater
\$150 to Friends of Bolton Seniors for Music of Place program
\$450 to Bolton Council on Aging for Two to Tango program
\$100 to Harvard Pro Musica
\$125 to Symphony Pro Musica of Hudson
\$200 to Indian Hill Music in Littleton for Bach's Lunch concert series
\$300 to Audio Journal for Silver Tsunami senior programming
\$200 to Fruitlands Museum for Family Fun at Fruitlands
\$300 to Virginia Thurston Healing Garden expressive arts therapy program
\$1000 to Nashoba Friends of Drama for the spring musical at the high school

Outlines of 2015 BCC Annual Summary Report and 2015 Awards were submitted to the Massachusetts Cultural Council on January 14, 2016. Permission was granted to the BCC to send approval letters to the successful applicants.

Cultural Council grants are reimbursement based. The applicants expend their own money and then submit all required paperwork for completed project reimbursement, by mail to the local council. BCC signs off and submits approved reimbursements to the Town Accountant for distribution.

Other Activities

In addition to soliciting and awarding grants, this year the Bolton Cultural Council held its first grantee reception March 18, 2016, to celebrate the arts and cultural in Bolton and beyond. State Representative Kate Hogan presented official citations to the grantees. The BCC is also circulating a survey to hear opinions from residents about local and regional cultural offerings. Soliciting community input is a LCC responsibility. Potential future enterprises have been entertained, such as collaborations with Bolton Access TV, the Historical Commission, and the Bolton Conservation Trust.

BCC Membership

The Bolton Cultural Council seeks to maintain a panel of 5 to 11 members and welcomes new members as well as input and involvement from Bolton residents. Members of the BCC serve two consecutive three year terms. If they want to continue to serve, they must wait a year before being appointed again.

PARKS & RECREATION COMMISSION

Karen Regan.....	2016
Stephen Schneider	2017
Linda Herbison	2017
Tiffany Hoffman	2017
Joyce Sidopoulos	2018

Overview

The Parks & Recreation Commission meets monthly, usually on the second Sunday of each month. The Commission manages the scheduling, maintenance and operations of Bolton's parks, fields and recreation facilities as well as organizes several town celebrations including Easter, Halloween and observances including Memorial Day and Veteran's Day.

Parks and Fields

Local fields, which include Memorial, Derby, Tower, Horse Ring and Forbush, are used by youth sports organizations for soccer, baseball, softball and lacrosse. Forbush Field is also used by the Over the Hill Soccer League (OTHSL).

Parks under the Commission's management include Persons Park (kayaking) and Pond Park (for ice skating), in addition to the Town Beach, which is leased to the Town of Bolton from Memorial Day to Labor Day by the Boy Scouts of America.

Maintenance, Operations & Development

Instead of organizing a volunteer group to prepare the Town Beach for the 2015 swimming season, the Bolton Department of Public Works added additional sand to the beach.

The Commission properly prepared Pond Park for the 2015 skating season. Although there was not an official "Opening Day", many Bolton residents were able to use the ice skating pond for several weeks before large amounts of snow rendered the ice inaccessible.

The Commission scheduled two swim lesson sessions in 2015 and hired Linda Herbison as the swim instructor, beach manager, and lead lifeguard. Over 100 children of Bolton participated in the 2015 swim program. The Commission has already secured agreement from Herbison to assume the same roles for the 2016 season and we plan to publish the schedule in early March and host the registration in March, well in advance of the sessions. As of the spring of 2016, the Commission will have offered kayaking for the fifth consecutive year in an effort to both provide additional recreational opportunities for the town as well as drive revenue.

Holiday Celebrations, Events and Decorations

Holiday celebrations included the annual Easter Egg Hunt at Emerson School, which attracted ~300 people (~200 children) and the Halloween Parade, which attracted approximately ~600 people (~400 children). The Commission has partnered with a local events groups, Bolton Loco, when running these events.

In 2012, the Commission launched a Facebook page to help manage time-sensitive and weather dependent events such as the skating pond opening day and the ongoing maintenance of the skating surface during the winter season. As of the spring of 2013, the site had 35 followers. Today we have more than 330.

The Commission regularly decorates the tree in the center of Town for each holiday. In 2015, the tree celebrated: Easter/Spring; 4th of July; Halloween and Christmas/Hanukkah. For the eighth consecutive year, the graduating 8th graders decorated the tree.

Financial Statement
July 1, 2014 to June 30, 2015

Recreation - Wages

Appropriated			\$18,259.00
Expended			<u>\$13,308.88</u>
Unexpended balance returned to general fund			\$ 4,950.00

Expenses

Appropriated			\$8,600.00
Expended	Purchase of Services	\$1,120.00	
	Equipment	416.58	
	Supplies	2,278.63	<u>\$3,815.21</u>
Unexpended balance returned to general fund			\$4,784.79

Parks - Expenses

Appropriated			\$4,040.00
Expended	Purchase of Service	\$3,995.00	
Unexpended balance returned to general fund			\$ 45.00

AGRICULTURAL COMMISSION

Eric Schartner2016
Teresa Sauer2016
Jan Johnson2017
Open Seat2017
Gentry Ferrell2018

The Bolton Agriculture Commission acts as spokesperson for the Bolton farming community, presents testimony at public hearings, advises Town Boards on pertinent matters, responds to requests for information, provides public education, educates farmers, and serve as arbitrator, and promotes farming business and agriculture.

This has been a difficult year for the Commission because two members have ended their service and the Commission was down by one member for the last three years. The Commission now has two new members and another qualified applicant and looks forward to rejuvenation of the Board and it's activities of sponsoring farmer supportive events, education and support for farming in Bolton.

DEPARTMENT OF VETERANS' SERVICES

James Cabral, Veteran's Agent2016

The Veterans' Services office is located at 23 Linden Street Berlin. Office hours are held Monday thru Thursday, and by appointment if needed. To arrange an appointment please call 978-838-2560. You may also e-mail me at vetservices@townofbolton.com or at veteranservices@townofberlin.com.

The purpose of the Veterans Services Department is to assist eligible veterans and their dependents in procuring financial assistance information and benefits to which to which they may be entitled.

This year was the Town of Bolton's third year celebrating Veterans Day Breakfast held annually on November 11th for all Veterans. I would like to thank all the volunteers for their help.

This year the Veterans Office and the Town of Bolton assisted local Veterans and Dependents with financial assistance. We are able to provide the financial assistance through the Massachusetts Department of Veterans Affairs Chapter 115 program. Seventy-five percent of these funds will be reimbursed to the Town by the State of Massachusetts. Massachusetts is the only State in the Union that provides for its Veterans with this type of program.

Sadly during the year the Town of Bolton lost eight Veterans

John J. Balco - US Army Vietnam Era

Robert J. Harding - US Navy Korean War

Ben St. James - US Navy WW II and Korean War

Donald Dwinells - WWII Merchant Marines and US Army Korean War

Gary Jones - US Marines

Ken Heinold - US Army WW II

Alan "Skip" Keith - US Army

Eliot Ware - US Army Korean War

In closing I would like to thank the Board of Selectman and Town Officials for their support during the year.

Financial Statement July 1, 2014 to June 30, 2015

Wages		
Appropriated		
Expended		\$4,686.00
		\$4,686.00
Expenses		
Appropriated		
Expended		\$12,310.00
	Veterans Benefits	\$7,964.51
	Supplies	75.00
	Dues and Subscriptions	35.00
Unexpended balance returned to general fund		\$ 8,044.50
		\$ 4,265.50

HUMAN SERVICES AND SAFETY COMMITTEE

Pat Bensetler, Chairman2017
Fred Edling2017
MaryJo White2017
Amanda Maron2017
Open Seat2017

The mission of the Human Services and Safety Committee is to identify and promote health and safety services that best benefit Bolton citizens.

The goals of the Committee include:

- A. Develop a town-wide survey to assess the needs of the Bolton community.
- B. Prepare a Resource Guide for the Bolton community.
- C. Publicize services and resources available at Clinton Hospital and the surrounding area that may be used by the Bolton community.

Forums on Lyme Disease and on Heroin and Opioid Education and Awareness were held, and they are fair examples of the forums the Committee plans to hold in FY2017.

The Fire Department held an Open House. Everyone was reminded to make sure that their house number can be seen from the street by emergency vehicles.

The Human Services and Safety Committee is part of a pilot program with WHEAT in Clinton. We, along with other Bolton residents and employees of one of our partners - Acton Life Care, deliver food to a group of seniors in Bolton. We make deliveries on a monthly basis. The groceries include meat, sometimes fish, dry staples, vegetables and fruit, bread and sweets and personal items such as toothpaste.

If you or some senior you know is hungry, please contact the outreach coordinator at the senior center. Town officials helped deliver a turkey dinner with all the fixings to seniors in Bolton.



l to r, Patrol Officers MaryAnn Kinirey and Luke Hamburger, Assistant Town Clerk Jennifer Marquis, Town Administrator Don Lowe and Lieutenant Warren Nelson

We feel that the committee has made a good start. We want to thank residents of Bolton, the folks at Town Hall for their support, also Bolton Access Television, the Council on Aging, and our partners. Please contact Linda Day at secretary@townofbolton.com or 978-779-2297 if you would like to serve on this Committee.

POLICE DEPARTMENT
Roster as of December 31, 2015

Acting Chief

Warren E. Nelson, 23 years of service

Sergeant

Luke Hamburger, 10 years of service

Kimberly Barry, 19 years of service

Detective

Jason Puri, 11 years of service

Patrol Officer

Jonathan Couture, 5.6 years of service

Eric Koukos, 5 years of service

Daniel Keller, 9 years of service

Casey Hoole, 1.2 years of service

William Warnken, 5 months of service

Reserve Officer

Hank Staake, 17 years of service

Jacob Vicente, 9 years of service

Mary Ann Kinirey, 8 years of service

Paul Smith, 5.5 years of service

Administrative Assistant

Lorraine Kenney, 17 years of service

In 2015 the Bolton Police Department handled 10,787 calls for service. The volume of traffic that passes through Bolton remains extremely heavy and constant. Officers made 1193 motor vehicle stops and issued 827 citations. We also responded to 264 motor vehicle accidents of which 150 were reportable to the Registry of Motor Vehicles. In the area of criminal activity, fifty-four (54) individuals were arrested and eighty-eight (88) criminal summons were requested over the course of the year.

In an effort to bring social media to the Bolton Police Department, we launched our police department Facebook page, and special thanks to Sgt. Hamburger for all his hard work getting this project online. We hope to utilize this medium for sharing crime prevention tips, weather and road conditions, and promote citizen feedback. Our new anonymous tip hot line is 978-779-7808.

Through grant funding, the Town of Bolton hired a consultant to conduct a feasibility study to determine whether Bolton should consolidate dispatch with Berlin or consolidate the town communications center into a Regional Emergency Communications Center. In Feb 2015, the study recommended that the Town of Bolton Communication Center should consolidate with the Nashoba Valley Regional Dispatch District (NVRDD). The driving force to regionalizing dispatch fell squarely on Emergency Medical Dispatching and the strict requirements the State enacted. At the current staffing level of one dispatcher on duty, it was becoming increasingly more difficult to provide the dispatch services at the required standard level of proficiency. The transfer date to Nashoba Valley Regional Dispatch is slated for July 1, 2016.

In 2015 the Bolton Police Department hired three new police officers: Brian O'Malley, Casey Hoole, and William Warnken. During the year, Sandra Lawton left Bolton to take a full-time patrol officer position in her hometown of Woburn, and before 2015 was over, Brian O'Malley returned to his hometown of Clinton as a patrol officer. In dispatch, Mary Ann McLaughlin accepted a full-time position with the Acton Police Department and Jaine Galeski accepted a full-time position with the Worcester Sheriff's Office (Galeski is staying on as a part-time dispatcher). Part-time dispatcher Alex LeBlanc was promoted to full-time dispatcher and Jocelyn Shields completed her dispatch training to become our newest full-time dispatcher.

On October 24, 2015 Chief Vincent Alfano served his last day as the Chief of Police for the Town of Bolton. From the time that Chief Alfano graduated from Norwich College in 1979, he knew that his interest was in the public safety profession. He managed the protective services for ten years at Prime Computer before being hired by the Framingham Police Department. After 18 years with the Framingham Police Department, Vincent was hired by the Town of Bolton in 2005 as Chief of Police. We all wish him a healthy and long retirement.



**State House Representative Kate Hogan presenting Chief Alfano
with a retirement citation from the Governor**

In conclusion, I would like to express my heartfelt thanks to all the members of the Bolton Police Department for their exceptional professionalism and dedication as we push forward into 2016. The upcoming year will bring transition to the Bolton Police Department as we transfer our communication center to NVRDD. Our phones will be answered 24/7 365 days a year and we look forward to providing the Town of Bolton with the highest quality of community policing services.

Financial Statement
July 1, 2014 to June 30, 2015

Salaries

Appropriated	\$113,860.00
Expended	\$113,859.00
Unexpended balance returned to general fund	\$ 1.00

Wages w/Overtime

Appropriated	\$796,744.00
Expended	<u>788,450.00</u>
Unexpended balance returned to general fund	\$ 8,294.00

Longevity

Appropriated	\$1,150.00
Expended	\$1,150.00

Disability Insurance

Appropriated	\$1,350.00
Unexpended balance returned to general fund	\$1,350.00

Expenses

Appropriated		\$143,210.00
Expended	Gasoline	\$23,629.00
	Tires	3,350.00
	Cruiser Repairs	24,633.00
	Supplies	4,734.00
	Firearms Supplies	11,304.00
	Uniforms	19,696.00
	Training	3,803.00
	Dues & Subscriptions	3,140.00
	Miscellaneous	179.00
	Hired Services	1,228.00
	Lock-up	1,698.00
	Equipment	3,314.00
	Cruiser Purchase	39,372.00
		<u>\$140,080.00</u>
Unexpended balance returned to general fund		\$ 3,130.00

POLICE DEPARTMENT COMMUNICATION CENTER

Roster as of December 31, 2015

Donna Hathaway, 29 years of service
David Perry, 8 years of service
Alex Leblanc, 2.7 years of service
Jocelyn Shields, 4 months of service
Bryan Kiley, 1.3 years of service
Jaine Galeski, 11 years of service

Bolton Public Safety Dispatchers handled 10,787 calls for service in 2015. Through the dedication of our fine dispatchers, the Communication's Department effectively dispatched first rate Police, Fire, and Emergency Medical Services to the community of Bolton.

Financial Statement

July 1, 2013 to June 30, 2014

Wages w/Overtime

Appropriated	\$255,595.00
Expended	<u>\$254,581.00</u>
Unexpended balance returned to general fund	\$ 1,014.00

Expenses

Appropriated		\$ 7,800.00
Expended	Supplies	\$4,245.00
	Uniforms	1,750.00
	Training	1,402.00
	Dues	100.00
		<u>\$7,497.00</u>
Unexpended balance returned to general fund		\$ 703.00

PUBLIC SAFETY BUILDING

December 31, 2015

Financial Statement

July 1, 2014 to June 30, 2015

Expenses

Appropriated		\$208,958.00
Expended	Purchase of Service	\$64,241.00
	Heating	20,576.00
	Electric	53,185.00
	Maintenance	39,055.00
	Trash Disposal	2,745.00
	Telephone	16,881.00
	Supplies	1,108.00
	Diesel/Generator	796.00
	Miscellaneous	1,695.00
		<u>\$208,897.00</u>
Unexpended balance returned to general fund		\$ 61.00

OFFENSES REPORTED TO FBI FOR STATISTICAL PURPOSES BY YEAR	<u>2013</u>	<u>2014</u>	<u>2015</u>
Aggravated Assault (Incl. Domestic A&B)	9	8	19
All other larcenies	14	30	18
Bad Checks (Larceny by check)	1	7	4
Breaking and Entering, vehicle/business/residential	19	24	39
Bribery	0	0	0
Credit Card/Automated Teller fraud	5	4	1
Destruction/Damage/Vandalism of property	28	29	25
Disorderly conduct	9	22	19
Drug/narcotic violations	21	50	22
False pretenses/Swindle	4	7	9
Forcible Sodomy	0	0	0
Impersonation/Identity Fraud	5	9	16
Intimidation (incl. bomb scares)	2	19	16
Liquor law violations & drunkenness	12	17	14
Rape (Forcible & Statutory)	3	4	10
Robbery	2	0	1
Shoplifting	6	1	2
Simple Assault	14	26	14
Theft from building	8	16	17
Theft from motor vehicle	3	5	3
Theft of Motor Vehicle	2	4	3
Theft of motor vehicle parts/accessories	0	1	0
Traffic/Town bylaw offenses	237	252	183
Weapon law violations	3	3	2
RESPONSE BY POLICE BY TYPE OF CALL	<u>2013</u>	<u>2014</u>	<u>2015</u>
Assist other PD	164	151	137
Building/House checks	3480	3522	3603
Burglar alarm	208	230	228
Community policing activities	324	427	455
Court appearances	108	121	100
Disabled motor vehicles	156	193	232
Disturbance	9	5	11
Domestic disturbance	16	19	14
Leaving scene of accident (property or injury)	7	11	16
Local ordinance/Bylaw violations	11	13	17
Lost/Found property	46	45	47
Missing persons	7	8	3
Motor vehicle accidents - injury	33	43	50
Motor vehicle accidents - property damage & winch-outs	193	194	198

RESPONSE BY POLICE BY TYPE OF CALL, cont.	<u>2013</u>	<u>2014</u>	<u>2015</u>
Motor vehicle complaints	190	200	213
Motor vehicle stops	1463	1487	1193
Noise complaint	33	57	38
Officer wanted	244	298	262
Parking violations	7	18	8
Suspicious activity	131	139	114
Suspicious motor vehicle	73	73	90
Suspicious person	43	31	36
ARRESTS AND CITATIONS	<u>2013</u>	<u>2014</u>	<u>2015</u>
Arrests	32	57	54
Criminal Summons	131	135	88
Marijuana citations	33	51	18
Motor vehicle Citations	789	1004	1827
# Citation Offenses	1008	1343	1075
OUI (drugs & alcohol) offenses	9	14	18
<u>Total dispatch log calls for service</u>	10609	11497	10787

AMBULANCE

Bolton Ambulance Squad

Director:	Margaret Diaz, EMT-B
Assistant Director:	Andrew Bagdonas, EMT-B
Scheduling Coordinator:	MaryAnn McLaughlin, EMT-B
Medical Director:	Marc Gautreau, M.D.
Full Time EMT/FF:	David Farrell, EMT-B
Training Officer:	Alex LeBlanc, EMT-B

Corey Baird, EMT-B	Cassie Ela, EMT-B	Scott O'Neil, EMT-B
Chris Baker, EMT-P	Ann Farrell, EMT-B	David Perry, EMT-B
Barbara Brown, EMT-B	Luis Forte, EMT-P	Dina Rich, EMT-B
Kelsey Burpee, EMT-B	Alan Kuong, EMT-P	Curtis Roemer, EMT-P
Jennifer Cuddy, EMT-B	Roger McManus, EMT-B	Tricia Temple, EMT-B
Normando Diaz, EMT-P	Christine Monahan, EMT-B	Gery Wilson, EMT-B
Wesley Durant, EMT-B	Jeremy O'Connell, EMT-B	

The Bolton Ambulance Squad continues to work hard to provide high quality pre-hospital emergency medical services to the residents of Bolton, and those who work in and travel through it.

In 2015 the ambulance squad took delivery of a new ambulance, which includes some new features and technology that we believe will be of great success in improving the safety of not only our caregivers on calls, but also the patients we see.

With the assistance of our medical director, we have implemented several new programs which allow our EMT's additional scope of practice in the field. For example, we now carry several new medications, and are able to perform new in-depth assessments for patients who may have been exposed to a spinal injury. In addition, we are continually improving patient care using our tablet based data report software, allowing us to maintain important safety information on patients that we encounter, such as medication allergies and medical history.

Weekday, daytime coverage is provided by one full time EMT/Firefighter stationed at the public safety building, supplemented by EMT's from the Nashoba Regional High School Cadet EMT program. The NRHS Cadet EMT program has been providing essential daytime coverage to our community for over 20 years. Participants of the program have successfully completed the Department of Transportation approved Emergency Medical Technician class, and continue their education with weekly classes. Students must maintain a minimum GPA in EMS classes, as well as all other school course work. Students provide coverage from the beginning of the school day until 5pm, and also provide coverage at sporting events. Our program is fortunate enough to be renowned across the country for its commitment to exposing students to the fields of medicine and public safety, and has graduated many students who have pursued careers in both fields. Currently, 9 Bolton EMTs started their experience in public safety through the NRHS Cadet EMT Program.

Evening, night and weekend coverage is provided by on-call personnel who respond to calls when they are able. A majority of our EMT's work full time jobs outside of Bolton, or are college students willing to share their time with the community. EMT's are compensated for their time, knowledge, and commitment with call stipends based on the number of calls they respond to.

The Bolton Ambulance Squad is licensed as a Basic Life Support agency by the Commonwealth. Advanced Life Support is provided by several agencies surrounding our town when necessary and available.

In 2015, our department responded to 376 requests for emergency assistance.

The Bolton Ambulance Squad and its members are dedicated to providing prompt, skilled, and compassionate pre-hospital emergency care to all residents, employees, and visitors to town. We work hard to continuously improve the services we provide, and evolve with the rapidly progressing field of emergency medicine.

We would like to thank the residents of town for their continuous support. We would also like to remind everyone that a few minutes on your part could make a difference in getting to a loved one quickly and safely during an emergency. Making sure that driveways and walkways have been cleared of snow and debris, and numbering your house and mailbox with numbers that are clear and visible from both directions always helps us get to you more quickly.

Never hesitate to call us. When in doubt, call us out!

**Financial Statement
July 1, 2014 to June 30, 2015**

Wages		
Appropriated		\$120,335.00
Expended	Wages	\$41,926.36
	EMT Coordinator	5,622.00
	EMT Fire	29,493.00
	Wages – Full time EMT Fire Call Training	7,235.05
	Wages – EMT Shifts	10,620.12
		<u>\$94,896.53</u>
Unexpended balance returned to general fund		\$25,438.47
Expenses		
Appropriated		\$58,520.00
Transfers		<u>\$13,000.00</u>
Expended		\$71,520.00
	Purchase of Services	\$4,195.17
	Diesel	3,644.75
	ALS Services	24,989.98
	Uniforms	489.59
	Coastal Medical Billing	6,181.17
	Cadet EMT Program	13,699.96
	Repairs – Motor Vehicle	4,492.76
	Equipment	6,774.70
	Supplies	2,948.09
	Training	2,869.00
		<u>\$70,285.17</u>
Unexpended balance returned to general fund		\$ 1,234.83

FIRE DEPARTMENT
Roster of Active Members

Fire Chief: John Mentzer
Deputy Chief: Gerald Wilson

Lieutenant: David Farrell Wesley Durant

Firefighters:	Cory Baird	Christopher Baker	Matthew Brier	David Byler
	Peter Casello	Matthew Colacchio	Corey Cutler	Jeffrey Galeski
	Mark Giunta	Ryan Hartwell	Doug Henry	Michael Kenney
	David Perry	Curtis Roemer	Paul Slade	Roger McManus, Jr.

Trainees:	Jennifer Hoyt	Stephen Nadeau	Jacob Scott	Gregory Boutwell
	Edwin Rivera	Jeffrey Weinfurt		

Honorary Members:	Gigi Bonazzoli	Jack Holbrook
	Christopher Slade	John Stephenson

Fire Safety Education: Barbara Wilson

The fire department had a fairly typical year in 2015 with 202 calls for assistance. The nature of calls that we responded to was diverse but automatic fire alarms and motor vehicle accidents and brush / ground cover fires continue to be our most common types of calls.

The order for the Town's new all-wheel drive pumper fire engine has been placed and is expected to be delivered to the Town and to go into service in the summer 2016 time frame. The fire engine is being built by Rosenbauer which is one of the leading fire apparatus manufacturers located in South Dakota.

The department continued its fire pond improvement program with renovation work on the fire pond on Green Road near the intersection of Nourse Road to increase the volume of firefighting water and to add a dry hydrant which drastically reduces the time and effort needed to set up a pumper truck to pump water from the pond.

Under the dedicated direction of Barbara Wilson, the Department continued its promotion of fire safety with its annual visits to Florence Sawyer School in October to teach and reinforce fire safety principles with the students.

Each year in this report I try list some common and simple ways to make your home safer from fires. While this may seem repetitious, these actions that you can take are so important in keeping your family safe. Please take a minute and review these simple steps. Thanks for your continued diligence to fire safety in your homes.

- Check that your house number is posted in a location that is easily visible from the street.
- Test your smoke detectors once a month. Replace the batteries and clean the detectors of dust twice during the year.
- Clean your clothes dryer exhaust hose of accumulated lint.
- Never leave oily rags inside your home or garage.
- Never leave lit candles unattended.
- Dispose of ashes from your woodstove or fireplace in a metal container away from the house or deck, no matter how cold they may look or feel.
- Create an emergency escape plan with your family for your home and practice it regularly.

The Fire Department is always looking for Bolton residents young or old who are interested in joining the department. If you would like to learn more about being a call firefighter please contact Lt. Farrell at the Public Safety Center at 978-779-2203.

Financial Statement
July 1, 2014 to June 30, 2015

Wages			
Appropriated			\$102,658.00
Expended	Fire Chief Stipend	\$ 5,000.04	
	Firefighters	97,303.17	\$102,303.21
Unexpended balanced returned to the general fund			\$ 354.79
Expenses			
Appropriated			\$ 54,465.00
Expended	Purchase of Services	\$3,686.47	
	Electric	478.53	
	Repairs	6,236.84	
	Training	1,507.22	
	Supplies	3,509.17	
	Gasoline	16.43	
	Diesel	3,302.14	
	Automotive	2,516.05	
	Uniforms/Protective Clothing	7,277.58	
	Dues/Memberships	695.00	
	Fire Ponds	20,105.64	
	Capital Outlay	4,394.00	\$53,725.07
Unexpended balanced returned to the general fund			\$ 739.93

Fire Calls for 2015

Total fire calls – 202

Automatic fire alarm activation	51	Missing person	0
Bomb scare	0	Mutual aid to other towns	7
Brush fire	15	Motor vehicle accident	37
Chimney fire	2	Motor vehicle fire	7
CO detector activation	12	Odor or smoke investigation	8
Electrical issue	7	Power lines down or arching	8
EMS assist	10	Public service	0
Good intent	2	Rescue/extrication not part of MVA	4
Food on the stove	3	Service call	2
False emergency report	1	Smoke detector activation	13
Hazardous materials	6	Structure fire	0
Life Flight landing zone	2	Unauthorized outside fire	1
Miscellaneous	4	Weather related issue	0

Permits Issued in 2015

Total permits – 577

Bon fires	1	Smoke/CO detectors – New install	17
Commercial stove hood	0	Smoke/CO detectors - Resale	109
Fire alarm installation	7	Special permit	0
Oil burner	21	Sprinkler system installation	2
Open burning	372	Tank truck	1
Propane tanks	45	Underground tank removal	2

Inspections Performed in 2015

Total inspections – 453

Commercial stove hood	6	Mulch	1
Driveway	19	Oil burner	24
Elevator	0	Plan review	31
Fire alarm	3	Propane tanks	96
Fire blocking	0	Smoke/CO detectors	211
Fire drill	9	Sprinkler system	14
Fire cistern	4	Tank trucks	1
Life safety	32	Underground tank removal	2

NASHOBA REGIONAL SCHOOL DISTRICT

The Nashoba Regional School District's annual report is a way to reflect and communicate on the progress we are making toward goals and to share with the community NASHOBA's accomplishments. Our current enrollment is: the Regional High School 1060 students; Florence Sawyer School 765 students; Mary Rowlandson Elementary School 482 students; Luther Burbank Middle School 247 students; Hale Middle School 287 students and Center School 598 students. The total enrollment for the District is 3484 students.

The Massachusetts Comprehensive Assessment System (MCAS) is designed to meet the requirements of the Education Reform Law of 1993. This law specifies that the testing program must:

- Test all public school students in Massachusetts, including students with disabilities and English Language Learner students;
- Measure performance based on the Massachusetts Curriculum Framework learning standards;
- Report on the performance of individual students, schools, and districts.

As required by the Education Reform Law, students must pass the grade 10 tests in English Language Arts (ELA), Mathematics and one of the four high school Science and Technology Engineering tests as one condition of eligibility for a high school diploma (in addition to fulfilling local requirements).

In addition, the MCAS program is used to hold schools and districts accountable, on a yearly basis, for the progress they have made toward the objective of the No Child Left Behind.

For the first time ever Nashoba Regional High School and The Center School achieved Level I status. Hale Middle School, Mary Rowlandson Elementary School, and Luther Burbank Middle School continue to be Level I. Florence Sawyer School and Hale Middle School scored 100 on their PPI of "All Students" meeting target and Mary Rowlandson had 100 PPI for High Needs meeting target.

School Committee

The Nashoba Regional School Committee is spending this school year revising and approving all of the school district's policies. Their 2015-2016 School Year Overarching Goals are:

Overarching Goal 1: The Nashoba Regional School Committee will determine what data is needed for monitoring student achievement. This will be measured by agenda items, meeting minutes and district evaluations.

Overarching Goal 2: The Nashoba Regional School Committee will engage the community in a vision for our students' achievement that is grounded in the belief that first-rate public education is our community's most valuable asset. This will be measured by agenda items, meeting minutes and meeting materials posted on the NRSD School Committee web pages.

Overarching Goal 3: The Nashoba Regional School Committee will document and enact a budget process for the 2016-17 School Year and will approve a budget. This will be measured by meeting minutes, agenda items and meeting materials posted on the NRSD School Committee web pages.

Overarching Goal 4: The Nashoba Regional School Committee will develop and monitor actionable School Committee goals that identify people, process and timing to efficiently support and monitor District Improvement Plan and School Committee progress.

At a glance, our district started the 2015 calendar year with the FY 16 budget process and the school committee approved an increase of 4.21% for annual town meeting to consider. It was unanimously approved by all three towns.

Technology - One-to-One Initiative

In early September, every grade eight student at Nashoba Regional was provided a lesson on digital citizenship prior to receiving a Chromebook to use in school and at home. This was the start of Nashoba's first one-to-one personal mobile device initiative. The Chromebook was selected for a variety of reasons including sustainability, familiarity, a quick start up, long battery life, and ready access to Google Apps for Education (GAPE) and other digital resources that the district has adopted.

In late fall, round-table discussions with grade eight teachers across the District revealed an increase in student engagement as well as several other positive outcomes. Teachers reported that their students are able to access information and conduct peer review activities, or collaborate on writing assignments or group projects using online tools more quickly and easily. The mobile devices offer opportunities for students to access educational videos that align with the curriculum and support individualized learning. Grade eight teachers also noted a positive change in planning for digital learning experiences knowing that all students had equal access to resources at any time, as well as a decrease in the need for paper.

Some of the key outcomes from a grade eight student survey results show that:

- Ninety percent of the students reported that they regularly use the Chromebooks to create or produce a product that demonstrates learning, perform research and work collaboratively.
- Sixty percent reported that the use of Chromebooks help them to learn at their own pace.
- Fifty-four percent reported that the use of Chromebooks help to understand difficult concepts more easily.

It is evident that the implementation of the one-to-one pilot is leveraging student knowledge and providing opportunities to create, collaborate, communicate and curate information not seen in a typical traditional classroom environment. Classrooms in the 21st century are evolving and student learning requires a completely different approach in order to meet the demands of the workplace. Adopting one-to-one devices affords our students the access and opportunity needed to find success.

Math Pilot

Nashoba's elementary math curriculum is evolving to reflect the standards and expectations outlined in the 2011 Massachusetts Mathematical Framework. Since the framework adoption in 2012, educators have been augmenting the program to instruct mathematics realizing the need for a fully aligned and updated program. During the spring of 2015, a District committee was formed with the specified goal of identifying a new, single curriculum resource that will support the instruction of mathematics in our elementary schools grades K-5. After evaluating major math programs for content, quality of teacher support, quality and differentiation of assessment and technology integration, Everyday Math 4 and enVision math 2.0 were identified as the pilot programs for the 2015-2016 school year.

Both programs are currently being piloted in all elementary schools in the District with variation regarding which program is being used at each grade level. Teachers have been provided professional development and support through the publishers' consultants as well as additional support through our Department of Teaching & Learning in collaboration with building-based administrators. In the spring of 2016, both programs will be evaluated for their effectiveness in the following areas:

- Mathematical content and practice
- Overall program structure
- Student experience and available supports
- Teacher supports and resources
- Assessment and availability
- Quality of digital resources

A final decision will be made and communicated in late spring of 2016. The selected program will be fully implemented in grades K-5 in all District elementary schools at the start of the 2016-2017 school year.

English Language Arts

Each day students in the Nashoba Regional School District have multiple opportunities to read and write across a variety of genres. Instruction in the classroom reflects the expectations outlined by state standards. Since the adoption of the English Language Arts framework in 2011, there is greater emphasis that all teachers are teachers of reading and writing. With this paradigm shift, teachers in all content areas are now having conversations about literacy. This work is reflected in the professional development days where educators spend time analyzing student work for content as well as collaborate on identifying effective strategies to deepen students' knowledge and ability to communicate thinking through writing and oral communication. Frequent and ongoing assessments are used to inform educators so that instruction is differentiated to meet the needs of the learner.

At the elementary level, a new phonics and handwriting program called Foundations has been adopted in grades K and 1. This systematic, multi-sensory approach to phonics and handwriting ensures consistency across the district as young students develop their ability to read and write. This coming school year, grade 2 teachers will also adopt the program. The PreK-12 English Language Arts program is comprehensive and multifaceted. The curriculum is designed to ensure that our students become effective readers, writers and thinkers. The English Language Arts discipline is now a shared responsibility between educators across the content areas.

Extended Learning

"Tell me and I forget, teach me and I may remember, involve me and I learn." ~Benjamin Franklin

The Extended Learning Program continues to grow and expand its enrichment opportunities. Last year community student outreach programs included trips to the Fire Station, Police Station, Council on Aging, local libraries and apple orchards. Several new outsourced enrichment activities were added to the colorful array of existing opportunities (On The Mark Archery, Culture Club Language, Chess Wizards, QuickStart Tennis, On Your Toes Dance, and Destination Imagination). New programs include Circuit Enrichment, Mindfulness and Wellness, two Sports Academy Clubs, Invention Club and Hip Hop Dance. This year our high school staff has participated in a variety of diverse leadership initiatives and facilitated several challenging mentor opportunities for our students. These initiatives include Guitar, Soccer, American Sign Language, Theater, Chess, and Newspaper Clubs and beginning this spring Video Club. In addition to these amazing opportunities, the Extended Learning Program staff also provides enrichment activities such as Quilting, Nature, Lego, Diorama, Sewing, Computer, and Art Clubs and this is just to name a few. Last year the Extended Learning Program offered several amazing performances for our students to enjoy. These events were open to all parents and students to enjoy. Last year's events included Tiger Performance, African Drumming and artist extraordinary Kevin Barry. This year we will be offering Tony Vacca and the Ray of Hope presentation. Celtic Music visited in November and we are hoping will return in the spring.

The Before School Program continues to increase in popularity with an increase in enrollment. New this year to the Before School Program is a drop option which allows parents to drop their child or children off on an as-needed basis rather than sign up for a scheduled number of days. Two new staff members have been added to the Before School Program. Maura Sheridan joined the Center School Before team and Patty Petkauskos completes the Lancaster dynamic duo.



The Extended Learning Program has also begun to offer piloted enrichment programs as District Enrichment opportunities. These opportunities have

become extremely popular! A few of these opportunities are Chess Wizards, On The Mark Archery, Culture Club, Circuit Enrichment, QuickStart Tennis, Morning Movement, Music Program and back by popular demand is the Middle School Mock Trial Program. This year the team will travel to New Hampshire for Nashoba's first Middle School Mock Trial Competition. If you are interested in becoming a member of the new district enrichment team, consider joining the R.E.A.L. (Resources for Enrichment and Advanced Learning) Committee by emailing ldwyer@nrsd.net.

A few new initiatives for next year are already in the works. In response to parent requests to extend the Extended Learning Program to preschool students, we are planning to pilot a Preschool Extended Learning Program option at the Bolton location. We also hope to partner with one of the many local horse farms to provide an opportunity for students to participate in an acquisition enrichment program option. Please email ldwyer@nrsd.net if this is a collaborative opportunity you are interested in developing. Finally, Principal Bates and the Extended Learning Program are investigating the possibility of creating a dynamic MakerSpace at the Florence Sawyer school. Please visit <http://spaces.makerspace.com/> for additional information about MakerSpaces.

According to www.virtualschools.com "Evidence suggests that social and emotional competence contributes significantly to skills in other domains like cognitive and physical development." The Extended Learning Program will continue to provide opportunities that support the emotional and social skills of our children, so that they are best prepared to manage the academic challenges of their school day.

Athletics

Nashoba athletics enjoyed an exciting 2015. Participation increased with over 550 student-athletes participating in high school athletics (28 sports at the varsity level and a total of 50 teams on an annual basis). The year started out great with two winter teams winning state titles! The hockey team won the Division 3A Sectional Championship for the first time since 1980 and a State Championship for the first time in school history. The wrestling team continued its success and won the Division 2 Sectional Championship and the programs first State Championship. The girls' basketball team completed an undefeated regular season at 20-0 for the second season in a row. The boys' basketball team earned a playoff berth for the third consecutive year, qualified for the Clark Tournament and advanced to the large school finals for the first time since 1977, and advanced to the sectional semi-finals at WPI. The boys' basketball team was also awarded the Central Mass Officials Sportsmanship Award.

The success continued into the spring as the girls' tennis team posted an 18-2 record and were the Division 1 Central Mass finalists. Junior Jillian Winer, a Bolton resident, won the Division 1 Central Mass Singles Championship. The softball and baseball team won the league titles and qualified for the post-season. The boys and girls track teams posted 5-1 regular season records and our unified track team went undefeated during the regular season and placed second overall in the district meet. Wyatt Boelens, from Bolton, won the MIAA All-State title in the discus.

The fall of 2015 was another successful season for the Chieftains. Volleyball had a remarkable season, earning the best overall record since the program began and qualified for playoffs for the third consecutive season. The boys' cross-country team was league champions, while the girls' team placed second. The cheerleading team won the league championship and the Division 2 Regional championship. The field hockey team had another amazing season! They won the league championship, the Division 1 Central Mass District title for the second consecutive year, and were state semi-finalists. However, the fall season was highlighted by the football team's league championship, Central Mass District title, and the Division 2 State Championship win at Gillette Stadium! Overall, Nashoba's sports teams saw another historic year in 2015! Eighty percent of our varsity teams qualified for post-season playoffs, we won nine league titles, four sportsmanship awards, five district championships, one state

semi-finalist, and three state championships. A total of 87 student-athletes were named to the Mid-Wach League All-Star teams, but every one of our student-athletes deserves to be congratulated for their hard work, dedication, and success.

Nashoba Regional High School

The 2014-15 school year was a busy one at the high school. We completed our NEASC site visit, which resulted in a comprehensive report that identified the many positive things being done at Nashoba, while also highlighting some areas for long-term improvement. The School Committee approved 12 late starts at the high school for the 2015-16 school year, which give teachers the opportunity to collaborate around curriculum, instruction, and assessment. We introduced a variety of new courses for students, which were highly successful; new courses included Epidemiology, Video Game Design, Digital Photography, new Computer Science courses, an interdisciplinary freshman World Humanities course, and new offerings in Theater Arts. Finally our students continued to show excellent achievement on the MCAS test—with improved scores in every tested subject area—and our high needs students made especially large gains, which has resulted in Nashoba being recognized as a Level 1 school for the first time.

Florence Sawyer School

At the Florence Sawyer School, 2015 gave us several new students, staff members and programs. We continued to see growth with all of our student subgroups to complement the very high level of achievement we expect from all of our students. We expanded our teaching staff by adding a special educator. This allowed us the flexibility to have one special educator at each grade level from grades 3-8. Our “students with disabilities” subgroup performed in the 83rd percentile in the state on the 2015 MCAS tests. Overall, the “all students” category at FSS reached a CPI Level of 100 in all tested areas (ELA, Math, and Science) representing the third straight year of growth. The Florence Sawyer School continues to earn the “Highest Performing” designation through the Department of Elementary and Secondary Education’s report card at the 90th percentile of like schools.

We have expanded our offerings beyond the school day by adding Morning Movement and our Select Chorus before school, the FSS Green Team during the school day, and our First Lego League Robotics Team and FSS Gaming Club after school. Morning Movement was offered four days per week, in the fall, with two days for elementary level students and two days for middle level students. Students were able to work on their strength, conditioning, flexibility and stamina (to work up a sweat) and participate in physical activities before starting their school day. The Green Team, working in conjunction with the FLL Robotics Team, has started a recycling program in the cafeteria to complement our school-wide paper recycling. The Green Team maintains our Children’s Memorial Courtyard and this spring will be planting a “Greens Garden.” Our Select Chorus has performed for the Bolton Veteran’s Day Annual Sing-Along and sang the National Anthem for the Worcester Ice Cats hockey team. The FSS Robotics Team competed at WPI for the Massachusetts State Championship in December and finished 7th out of 86 teams. Gaming Club meets after school every Friday and is available to students in grades 5-8. Gaming Club is extremely popular for students interested in a wide range of video, role playing, and board games.

In September, student representatives from first grade through eighth grade came together to reframe our school-wide norms. Those adopted norms are as follows:

Be Safe
Be Honest
Be Respectful
Be a Role Model
Do What You Think is Right

In Memoriam

Marilyn Berg - Mary Rowlandson Elementary School

The Nashoba Regional School District remembers the life and dedication of Marilyn A. Berg who passed away on March 6, 2015. Marilyn served as an instructional assistant in Lancaster for over 25 years. She will forever be remembered for her passion for teaching, especially the teaching of literacy and her unwavering commitment to our students.

Please Join Us in Thanking Our 2015 Retirees For Their Years of Services to the District

Carol Archambault, 35 Years of Service
Curriculum Director - ELA, Nashoba Regional School District

Kim Gribbons, 34 Years of Service
Special Education Teacher, Luther Burbank Middle School

Marilyn Perkins, 34 Years of Service
Physical Education Teacher, Mary Rowlandson Elementary School

Gail Callahan, 29 Years of Service
Instructional Assistant, Nashoba Regional High School

Donald Moulthrop, 29 Years of Service
Music Teacher, Hale Middle School

Peggy Corbett, 27 Years of Service
Instructional Assistant, Mary Rowlandson Elementary School

JoAnn Munyon, 27 Years of Service
Instructional Assistant, Luther Burbank Middle School

Joanne Gaynor, 22 Years of Service
Kindergarten Teacher, Florence Sawyer School

Susan Mianulli, 20 Years of Service
Music Teacher, Nashoba Regional High School

Nan O'Malley, 16 Years of Service
Art Teacher, Luther Burbank Middle School

Betsy Kyle, 14 Years of Service
Elementary Teacher, The Center School

Ronald Burgwinkel, 10 Years of Service
Custodian, Nashoba Regional High School

Lida Armstrong, 7 Years of Service
World Language Teacher, Nashoba Regional High School

**Nashoba Regional High School
Class of 2015**

John Paul Vasington \$ - President
Kassandra Carmela Sidopoulos - Treasurer

Kylie Rose Schneck \$ - Vice President
Carrie Alyse Cheung* \$ - Secretary

Sarah Elizabeth Abare** \$
William Richard Adams*
Justine Alexis Allard
Samantha Rose Allen
Elizabeth Anne Amidon
Paul Anastas JR
Andrew Curtis Anderson
Dennis Daniel Antonetti Garcia
Kraig Paul Arsenault
Kurt Ralph Arsenault
John James Atkinson
William Gerald Aube
Brandon Thomas Baldwin
Olivia Janice Beaudoin** \$
Alina Joan Berkowitz
Natalie Marie Bettez*** \$
Janice Kathryn Bolton
Ryan Alexander Bonner
Elias Matthew Boots
Jacqueline Janet Boucher
Madelyn Lucy Boucher
Nicole Ardelle Boucher
Hunter Logan Boudreau
Brooke Elizabeth Braceland
Shanna Rose Brandt
Abigail Grace Brubaker* \$
Dylan Joseph Butland
Dante Martin Cabral\$
Paul Joseph Cacciatore
Gareth John Lane Carey
Rosamond Mary Carlson
Ethan Matthew Carpenter
Jeffrey Robert Casella
Thomas James Casey*\$
Gregory Paul Cavaioli
Emma Mackenzie Caviness** \$
David Jonathan Ceron
John David Charbonneau
Brandon Thomas Cheung* \$
Alexa Rose Choquette
Sarah Ann Clopeck** \$
Theresa Janene Cloutier** \$
William Prentice Colby†
Melany Maria Colon
Shawn Joseph Conlin\$
Abigale Bonnie Connor*
Magen Sharon Cook* \$
Caroline Helen Coppes*
Brittany Marie Cormier
Ryan Matthew Courtney
Jason Windsor Crane* \$
Erin Elizabeth Cressman** \$
Daniel Bernard Crosby
Edward Thomas Cuddy
Rachel Elizabeth Culkins** \$
Paige Alexa Cummings
Caroline Elizabeth Curran
David Joseph Czapkowski* \$

Riley Colleen Davis*** \$
Shayne Anthony DeFavero
Lucas Paul DeLisle
Gabriella Marie DeMeo \$
Eric Daniel Demmer*
Alec Ryan Dempsey* \$
Joseph Alexander DeNorscia
Cassandra Rae Dolan†
Daniel Josue' Dominguez
Austin Riley Drinkwater
Maddison Alysha Dube
Sophia Zaferoula Duros
Cameron James Dyer-Hawes
Casey Alan Elkins
Karleigh Kathryn Elkins
Rory W.K. Emrich
Duncan Josiah Enzmann
Wilson Charles Fay
Hannah Elizabeth Feakes
Christian Reyels Fletcher
Megan Danielle Ford
Ashley Marie Foster
Henry Dylan Foster
Samantha Marie Foster
Hannah Lee French*
Sarah Anne Gaffney*** \$
Andrew Red Gallagher
David Bryce Gauld
Katie Jane Gilchrest
Kevin Joseph Gilchrest
Luke Parker Gilchrest
Lindsey Grace Giuliano***
Olivia Ruth Gonet*** \$
Derek Gregory Gothie
Clara Maria Greszczuk*** \$
Sam Marshall Griffin
Liam Christian Gross\$
Joseph William Guerin
Amber Nicole Gustafson* \$
Elizabeth Rose Hagopian* \$
Miles Curtis Hammill
Jacob Hale Hangen* \$
Drew Patricia Hannigan
Abigail Anne Hart
Benjamin Timothy Hart* \$
Ian Michael Hart
Molly Elizabeth Hart
Lyndsey Marie Hawkes \$
Kirsten Joy Heeren
Brian Keegan Heffernan* \$
Adam Richard Heislein\$
Timothy Joseph Henderson
Julia Taylor Hill
Andrew Isaiah Hoff
Zachary Norman Honig** \$
Tyler Dean Howley*
Olivia Grace Hurd*** \$
Benjamin Charles R. Hurley

Alexander Jihoon Jeon
 Cameron Patrick Jesson* \$
 Steven Yuchen Jiang** \$
 William Robert Johnson
 Megan Renee Joyce \$
 Jacob Joseph Kallio*
 David Keeler-Schwab
 Michael Francis Kane
 James Francis Keats*
 Nicholas James Kenney
 Danielle Jacqueline Kennon* \$
 Catherine Ellysia Kiernan
 Nicholas Charles King
 Talia Miriam Kirschbaum*** \$
 Hanna Elise Konash
 Kelsey Grace Kovach
 Divya Krishna**\$
 Andrea Jane LaBonte*
 Adam Christopher Ladd*** \$
 Laura Ann Laite
 Kylie Marie Lance
 Michael David Landry
 Theresa Ann Lane
 Erik Isom Langberg*
 Benjamin David Laskey
 Nathan Ronald Lavallie
 Ashley Christine Lawton
 Robert Dean Lenox-Pulgarin* \$
 Natalie Gayle Lindsay**\$
 Justin Charles Livoli \$
 Marcus Bradley Lovoi
 Tara Elizabeth Lucia
 Isaac Matthew Luke
 Meghan Renee MacAskill \$
 Hannah Read Mackie* \$
 Mary Eilis Mackie* \$
 Travis Aaron Macko
 Alexander Lee Malmberg
 Thomas John Mansfield
 Jaquelyn Mary Manyak
 Erica Lynn Marland
 Zachary Austin Marshall
 Peri Rishona Matatia*** \$
 Sean James McDowell
 Owen Francis McGuire
 William Francis McHugh Jr.
 Ahmad Mekkaoui Jr.
 Jessica Helen Michon** \$
 Amanda Lynn Miller* \$
 Brody Edward Miller** \$
 Noah Reitz Milliard
 Jared Paul Missaggia
 Brianne Elizabeth Morrisseau
 Justin Charles Morse †
 Timothy Patrick Mullane
 Aisyah Salsabila Mulyono*
 Zachary William Murphy† ***
 Aidan John Murray \$
 Alexandra Olivia Murtha
 Stephen James Nagle
 Sean Timothy Nash*
 Emma Kathleen-Hope Nelson
 Joshua Michael Nicholson** \$
 LeeAnne Christine Nielsen
 Michael Louis Nuzzo
 Allison Kay O'Brien
 Sam Samaras Pappas
 Matthew Shane Patten
 Jack Irving Perkins
 Christopher William Perry

Nicholas Henry Piccioli* \$
 Megan Rae Piso
 Tyler Robert Plaskon* \$
 Sean Christopher Pokorney*
 Kelly Lynn Poole** \$
 Charles Allen Ramsland
 Natalie Elizabeth Reardon
 Elena Rose Reverdy** \$
 Molly Siobhan Riseman
 Wesley Rivera
 Alexandra Noelle Rodgers
 Erika Josephine Rohrberg** \$
 Stephanie Elizabeth Rucinski
 Kelly Ann Ryan* \$
 Michael Joseph Sanzio*
 Chad Henry Sarnoski
 Kate Savell
 Blake Hyma Scanlan
 Drew Anthony Schartner
 Luka Andre Schulz*** \$
 Justin Palmer Seeley** \$
 Elizabeth Eileen Senior
 Alexis Patricia Shamsi \$
 Elizabeth Marie Shepple \$
 Benjamin Patrick Sherman
 Abby Jane Slater**
 Alana Jean Sliwa
 Nikkiah Catherine Snoddy
 Nicholas Alexander Soto †
 Benjamin Joseph Sousa
 Sarah Renee St. Pierre*** \$
 Richard James Stamos
 Michael George Statkus
 Emily Louise Steele
 Cody Suliveras-Jardine* \$
 Jonathan Wesley Super**
 David Yuhua Tang* \$
 Austin Richard Tarullo** \$
 Samantha Nicole Terry
 Dylan Skylar Thombs* \$
 Kaitlyn Anne Thorogood** \$
 Meghan Mea Thorogood \$
 George Samuel Tierney
 Nicole Sabrina Tommasi
 Sara Olivia Tosti
 Michael Monroe Travalent \$
 Alycia Rose Ventura
 Morgan Elizabeth Vincent \$
 Alex Romanovich Vink
 Justin Peter Waldron
 Torrey Boston Wang*
 Zachary Davis Weber
 Joshua Thomas Wendler
 Laura Mayken Wikoff**
 Jared Lincoln Wilber* \$
 Rebecca Ann Willis \$
 Colin John Willoughby** \$
 Alexandra Madison Wilson \$
 Cody Ryan Wold
 Kyle Foster Wood
 Rebecca Anna Worden
 Eliza Coombs Young** \$
 Nicholas Hunter Zerega
 Olivia Haiyao Zhang

† Certificate of Completion
 \$ NHS Senior Project

*cum Laude

** Magna cum Laude

*** Summa cum Laude