

***The 2012 Annual Report is dedicated to the Town Charter Committee,
a steadfast group of residents whose charge was to:***

- Produce a Charter for the Town that provided all residents with a local government that is transparent, effective, efficient, and responsive, both for the present day and for future generations;
- Follow an open, inclusive, and thorough process that reviews all facets of government, consider all opinions, respect all points of view, research comparable communities for alternatives, and obtain as much information as possible;
- Write a report to accompany the Charter that clearly explained the proposed Charter, specific changes that would arise as a result of it, and other policy recommendations from the Committee; and
- Strive to complete work in a period that would allow for implementation of the Charter on July 1, 2012, pending the approval of the residents of the Town, the legislature, and the governor, as required by law.

The committee met for the first time in November of 2010, anticipating that their work would be complete in time for implementation of the Charter on July 1, 2012. However their work extended through most of 2012, with the House voting approval on September 13, and the Senate voting approval on September 27. This could not have happened without the assistance of Representative Kimberly Ferguson's and Senator Stephen Brewer's offices and aides. The final vote, taken by the Town's voters on November 6th, was 1385 in favor and 926 against. The Charter would become effective January 1, 2013.

We commend the committee members for their conscientiousness, attention to detail and determination for a job well done.

***Kristie Casey
Walter Ducharme
Wendy Howes
Tom Howlett
Roger Knipe
Judith McArthur
Jamie Pitney-Chairman***

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HUBBARDSTON PROFILE

YEAR INCORPORATED- 1767

POPULATION- 4511 REGISTERED VOTERS- 3022

TAX RATE- \$12.70 OPERATING BUDGET- \$6,758,788

OPEN TOWN MEETING GOVERNMENT

THREE MEMBER BOARD OF SELECTMEN

AREA- 41.03 SQUARE MILES ROAD MILES -88

BIRTHS- 28

DEATHS-17

MARRIAGES- 6

BROUGHT TO TOWN FOR BURIAL- 5

RESOURCES FOR TOWN HISTORY

History of the Town of Hubbardston, Volume 1 by Rev. J.M. Stowe

History of the Town of Hubbardston, 1881- 1976, by Leo J. Sullivan

Hubbardston Mass Pictorial, 1829- 1982, by M. Sherback, M. Haynes, J. McCauley-

Hubbardston Historic Cultural Resources Survey 1994- 1995, by Margaret Hepler

Images of America, Hubbardston, by Gary W. Kangas

The 2012 Annual Report is compiled and formatted by Town Secretary Elaine Peterson.

STATE AND LOCAL OFFICIALS

GOVERNOR

Deval Patrick
Office of the Governor
Office of the Lt. Governor
MA State House, Room 280
Boston, MA 02133
617-725-4005
www.state.ma.gov.us/gov

ATTORNEY GENERAL

Martha Coakley
Office of Attorney General
One Ashburton Place
Boston, MA 02108-1518
617-727-2200
www.ago.state.ma.us

Massachusetts Congressional Delegation Senate

Elizabeth Warren
Boston Office
2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
Phone: (617) 565-3170
<http://www.warren.senate.gov/>

John Kerry
One Bowdoin Square, 10th Floor
Boston, MA 02114
617-565-8519
<http://www.kerry.senate.gov>

House of Representatives- 1st Worcester District

John Olver
1111 Longworth House Office Building
Washington, D.C. 20515
202-225-5335

State Legislators:

Senator Stephen M. Brewer
State House, Room 212
Boston, MA 02133
617-722-1540
Stephen.Brewer@masenate.gov

Representative Kimberly N. Ferguson
State House, Room 473B
Boston, MA 02133
617-722-2263
Kimberly.Ferguson@mahouse.gov

Hubbardston Board of Selectmen: Office phone #978-928-1400 x 201

Office email: bos@hubbardstonma.us

Matthew Castriotta
4 Parsons Road
978-928-5049

Dr. Michael Stauder
22 Natty Pond Drive
978-928-4299

Christopher Norcross
38 Brigham Street
978-514-2368

ELECTED OFFICIALS

Board of Assessors- 3 year term

Albert Afonso-2014

Kurt Leslie- 2015

John Prentiss- 2013

Board of Health- 3 year terms

Hayden Duggan-2014

Tomas Larson- 2015

Randy Mizerick- 2013

Board of Selectmen- 3 year term

Matthew Castriotta- 2014

Michael Stauder- 2013

Christopher Norcross- 2015

Cemetery Commission- 3 year term

Christopher Norcross- 2013

Elaine Gauthier- 2015

Ernest Newcomb-2014

Constables- 3 year term

Dennis O'Donnell- 2015

Joyce Green

Bella Kaldera-2014

Finance Committee- 1, 2, 3 year terms

Edward Blanchard- 2013

Philip Churchill- 2015

Mark Connery- 2013

Patrick Girouard- 2014

Christopher Norcross- resigned

Benjamin Prentiss- 2015

Raeanne Siegel- 2013

Fay Zukowski- 2014

Housing Authority- 5 year term

Dennis O'Donnell- 2018

Judith O'Donnell- 2013

Moderator- 3 year term

Edward Leonard

ELECTED OFFICIALS

Park Commissioners- 3 & 5 year terms

Sanda Barry- 2014

Nia Carignan- 2016

Ernest Newcomb- 2013

Kris Pareago- 2015

David Sacramone- 2018

Planning Board- 1 & 5 year terms

Peter Carmosino- 2017

Mark Dymek- 2013

Denis Halfrey- 2016

Caleb Langer- 2013

Peter Jefts- 2014

Vincent Ritchie- Associate Member

Quabbin Regional School District Committee- 3 year term

William Hansen- 2015

Mark Wigler- 2013

Timothy Williams- 2014

Town Clerk- 3 year term

Joyce E. Green- 2015

Tree Warden- 3 year term

Jeffrey Bourque- 2013

Trustees of the Public Library- 1 & 3 year terms

Josephine Amato- 2014

Laura Foley- 2015

Ann M. Gushue- 2014

Johanna Henning- 2013

Catherine North- Erickson- 2015

Judith McArthur- 2013

APPOINTED OFFICIALS

Accountant- Karen Chick- resigned November 2012

Animal Control Officer/Animal Inspector-Kim Landry

Agricultural Commission

David Allen- Resigned

Thomas Bratko- June 30, 2014

Thomas Colyer- June 30, 2015

Robert Germain- June 30, 2014

Catherine Hansgate-June 30, 2013

Keith Tetreault- June 30, 2015

Board of Registrars

Richard Cunningham- March 31, 2104

William Fernekees- March 31, 2015

Marcia Howlett- March 31, 2013

Building Commissioner/Private Ways Trench Inspector-Lawrence Brandt

Capital Improvement Planning Committee-term to expire April 30, 2013

Community Preservation Committee

Danielle Arakelien- Member at Large- June 30, 2014

Sanda Barry- Parks Commission- June 30, 2013

Jassy Bratko- Chairman- Open Space Committee- June 30, 2014

Donna Farrell- Member at Large- June 30, 2013

Susan Fox- Member at Large- June 30, 2014

Denis Halfrey- Planning Board- June 30, 2014

Ernest Newcomb- Historical Commission- June 30, 2013

Dennis O'Donnell- Housing Authority- June 30, 2013

Computer Advisory Committee

Kevin Motta

Dennis O'Donnell

Conservation Commission- 3 year term

Anthony Coppola- June 30, 2013

David Klinch- Associate- June 30, 2013

Eric Gemborys- June 30, 2014

Stephen Mossey- Chairman, June 30, 2015

Larry Therrien- June 30, 2014

Michael Stevens- June 30, 2013

APPOINTED OFFICIALS

Council on Aging

Bonnie Cunningham
Richard Cunningham
William Fernekees
Donna Fowler
John Nason
David Pentilla
Florence Pervier
Jane Turcotte

Council on Aging Director- Claudia Provencal

Cultural Council (Arts Lottery)- 3 year term

Carla Jones-June 30, 2014
Emily Langer- June 30, 2015
Renee Malowitz-June 30, 2015
Cindy Nordstrom-June 30, 2015
Christine Ruston-June 30, 2013

Emergency Management Planning Committee-check these appointments!

Dennis O'Donnell- Director
Judith O'Donnell
Highway Superintendent Lyn Gauthier
Fire Chief Bob Hayes
Police Chief Dennis Perron

Fire Chief- Robert Hayes, Jr.

Ad Hoc Health Insurance Committee- inactive

Highway Superintendent/Public Ways Trench Inspector- Lyn Gauthier

Historical Commission

Charles Clark- June 2015
Barbara Carpenter- June 2015
Kenneth Green- June 2015
Martha Holgerson- June 2014
Gary Kangas- Chairman, June 2015
Ernest Newcomb- June 2013

Housing Authority – State Appointee- term expires June 30, 2015

Lyn Gauthier

APPOINTED OFFICIALS

Memorial Day Committee- Thomas Colyer
Andrea Colyer

Montachusett Joint Transportation Committee Representative- Lyn Gauthier

Montachusett Regional Planning Commission Representative – vacant

Open Space Committee

Jassy Bratko- Chairperson- June 30, 2014

Joseph Cataldo- June 30, 2013

Charles Clark- June 30, 2013

Peters DeBlois- June 30, 2014

Susan Fox- June 30, 2013

Leslie Grenier- June 30, 2014

Patricia Taylor- June 30, 2015

Parking Clerk- Cynthia Washburn-Doane

Plumbing/Gas Inspector- Thomas Monfreda

Ad Hoc Community/Senior Center Design Committee

Claudia Provencal

Paul Hale

John Nason

Donna Farrell

Tax Collector/ Assistant Town Clerk- Cynthia Washburn-Doane

Interim Town Administrator- Brian Bullock

Town Administrator Screening Committee

Susan Benedict

Dan Galante- Co-Chairman

Thomas Howlett

John Lebeaux

Police Chief Dennis Perron

Elaine Peterson

Jamie Pitney-Co-Chairman

David Simmerer

Raeanne Siegel

APPOINTED OFFICIALS

Town Charter Committee

Non-government members- Walter Ducharme
Wendy Howes
Thomas Howlett
Roger Knipe
Government members- Judith McArthur
Jamie Pitney- Chairman
Kristie Casey

Town Charter Transition Coordinator- Jamie Pitney

Town Counsel- Kopelman & Paige, P.C.

Town Secretary- Elaine M. Peterson

Town Common Committee- term expires May 1, 2013

Charles Clark
Barbara Hubbard
Carol Whitney

Town Treasurer

James Dunbar- resigned July 2012
Donna Erickson

Veterans' Agent- Phillip Buso

Wiring Inspector- Darrell Sweeney
Asst. Wiring Inspector – Glen Tattan

Zoning Board of Appeals- 5 year term

Edward Blanchard- Chairman- June 30, 2014
John Prentiss- June 30, 2016
Andrew Baum- June 30, 2017
William Fernekees- Associate Member- June 30, 2013
William Homans- June 30, 2013
Scott Janssens- June 30, 2015

250th Anniversary Committee

Gary Kangas, Chairman
Martha Holgerson
Ken Green
Ernie Newcomb
Dennis O'Donnell, Secretary/Treasurer

ADMINISTRATION

BOARD OF SELECTMEN

Board Organization

Michael Stauder- Chairman
Matthew Castriotta- Vice Chairman
Christopher Norcross- Clerk

Pursuant to M.G.L., Chapter 138, Section 10A, the following pertains to all alcoholic licenses granted in the year 2012:

Class of License

Restaurant	Fee	# Issued	
All Alcoholic	\$605.00	1	Rietta Flea Market
Wine & Malt Beverage	\$275.00	1	Pizza Palace
Package Store			
All Alcoholic	\$495.00	2	Mr. Mike's Hubbardston Market
Wine & Malt Beverage	\$330.00	0	
General On Premises Club			
All Alcoholic	\$500.00	1	Hubbardston Rod & Gun Club
Wine & Malt Beverage	\$220.00	1	Peaceful Acres Campground
OTHER LICENSES ISSUED			
Common Victualer	\$25.00	10	
Lodging House	\$25.00	1	
Automatic Amusement Devices	\$20.00	5	
Sunday Sales of Alcohol	\$10.00	3	
Class I Auto Dealer	\$100.00	1	
Class II Auto Dealer	\$100.00	1	

The Board of Selectmen met 33 times in 2012. Meeting minutes are available on the town website at www.hubbardstonma.us

INVENTORY

5 file cabinets, 1 metal desk, 1 desk chair, 2 wooden tables, 1 Dell Computer, 1 Dell Monitor, 1 Dell Mouse, & Keyboard, 1 HP Laserjet 1320 Printer

REPORT OF THE BOARD OF ASSESSORS

Based on Assessments for calendar year
January 1, 2012 through December 31, 2012

TABLE OF AGGREGATES

NUMBER OF PARCELS

Single Family Residences	1,374
Condominiums	126
Mobile Homes/ Multiple Houses on One Lot	5
Two Family Residences	41
Three Family Residences	4
Four or More Unit Family Residences	2
Multiple Use Property	82
Child Care Facility	1
Land-Vacant/Accessory	565
Chapter Lands	
Forestry (61)	22
Agricultural (61A)	35
Recreational (61B)	18
Commercial	24
Industrial	17
Real Estate - Exempt	252
Personal Property – Taxable	140
Personal Property – Exempt	<u>264</u>
Total	2972

ASSESSMENT TOTALS

VALUATIONS

TAXES

Residential	\$403,182,450	\$5,120,417.12
Open Space	-----	-----
Commercial	\$ 14,985,304	\$ 190,313.36
Industrial	\$ <u>6,779,900</u>	\$ <u>86,104.78</u>
Real Estate Subtotal	\$ 467,405,654	\$5,396,835.26
Real Estate - Exempt	\$ 42,458,000	\$ -----
Personal Property	\$ 9,122,494	\$ 115,855.16
Omitted & Revised	\$ -----	\$ ----
Rollback (Chapter 61/61A/61B)	-----	\$ ----

ABATEMENTS

Personal Exemptions (Elderly, Veteran, Hardship)	40	\$ 19,531.50
Real & Personal Property	\$ 424,947,654.00	\$ <u>40,308.74</u>
Total		\$ 59,840.24

REPORT OF THE BOARD OF ASSESSORS

COMMUNITY PRESERVATION ACT (CPA)

	\$ 59,840.24
Abatements/Exemptions	\$- 514.97
Total	\$ 59,325.27

TAX RATES FOR PRIOR FISCAL YEARS

1993	10.64
1994	12.48
1995	14.28
1996	14.65
1997	14.71
1998	15.56
1999	15.00
2000	16.41
2001	14.19
2002	14.64
2003	14.40
2004	10.86
2005	10.76
2006	10.61
2007	9.69
2008	9.43
2009	9.51
2010	10.69
2011	11.33
2012	12.70

INVENTORY

1 conference table and 5 wood chairs, 2 (2005) computer tables, 1 2x4 metal table, 2 typewriter tables, 1 typewriter, 2 metal desks, 1 (2011 Logitech computer with 19" flat screen monitor, 1 (2011) HP Laser-jet P2055dn duplex printer, 1 (2002) 250MB zip drive, 1 (2005) Dell computer with 19" flat screen monitor, 1 (2005) Dell Server with 1 (1998) 19" Nimble monitor, 1 (2010) HP Office Jet Pro 8500 All-in-one printer/copier/fax, 1 (2009) 19" AOC lcd flat screen monitor, 1 Casio calculator, 1 (2004) Xerox calculator, 1 (2005) Fellows super paper shredder, 1 electric 3-hole punch, 1 (2010) Bostitch electric stapler, 1 Swingline electric stapler, 1 Swingline super stapler, 4 4-drawer file cabinets, 1 Uniden answering machine/cordless dual telephone unit, miscellaneous forms and supplies.

Respectfully Submitted,

John K. Prentiss, Chairman
Kurt W. Leslie, Assessor
Albert Afonso, Assessor
Harald Scheid, Regional Assessor

TOWN ACCOUNTANT

Account Name	Carried From FY 11	FY 12 Budgeted	FY 12 Adjustments	Expenditures	Carried to FY 13	Closed to Surplus
MODERATOR SALARY		315	8	323		-
WAGE ADJUSTMENT		12,000	(10,869)	1,131		-
SELECTMEN SALARY		3,544	90	3,634		-
TOWN SECRETARY WAGES		19,942	500	20,442		-
SLADE BUI LD.CUSTODIAL WAGE		7,563	222	7,750	35	-
SELECTMEN EXPENSE		8,000	2,000	8,656		1,345
TOWN OFFICE PHONE		9,500	(2,032)	6,280		1,188
TOWN OFFICES UTILITIES & MA	12	26,000	-	25,855		157
COMPUTER MAINT.		35,000	-	26,397	15,028	603
Bond Rating/Engineering Stu	10,000	-	-	4,760	5,240	-
COPIER EXPENSE		4,500	-	4,199		301
VTH WEBSITE MAINTENANCE		2,050	-	2,050		-
BINDING OF RECORDS		100	-	-		100
TOWN ADMINISTRATOR SALARY		60,000	-	60,000		-
TOWN ADMINISTRATOR EXPENSE		1,440	-	868		572
ADMINISTRATIVE CLERK(P/C/B)		11,851	297	11,422		726
TOWN ACCOUNTANT SALARY		34,759	869	35,454		174
MUNICIPAL FINANCE CLERK		4,721	118	4,661		178
TOWN ACCOUNTANT EXPENSE		936	(1)	764		171
AUDIT		15,000	-	14,000		1,000
ASSESSORS SALARY		3,544	90	3,634		-
MUNICIPAL OFFICE CLERK II		17,643	441	18,056		28
ASSESSORS EXPENSE		3,398	529	3,916		11
ASSESS.PROPERTY UPDATE		51,000	-	50,996		4
ASSESSORS MAPS	600	3,245	-	3,300		545
TOWN TREASURER SALARY		25,394	635	25,902		127

TOWN ACCOUNTANT

TOWN TREAS.EXPENSE		1,800	-	-	961		839
PAYROLL SERVICE		2,500	-	-	2,304		196
TREAS.TAX TITLE	3,000	5,000	-	-	2,820		5,180
TAX COLLECTOR SALARY		28,395	710		28,963		142
TAX COLL.-CERTIFICATION		1,000	-	-	1,000		-
TAX COLL.EXPENSE		6,625	-	-	6,551		74
TAX COLL.TAX TITLE	3,000	8,150	(125)		10,556		469
TAX COLLECTOR PRINTER		1,716	125		1,660	181	-
LEGAL	3,250	35,000	10,000		46,130	891	1,229
DATA PROCESSING		2,700	-	-	2,099		601
TOWN CLERK SALARY		32,857	822		33,515		164
TOWN CLERK-CERTIFICATION		1,000	-	-	1,000		-
TOWN CLERK EXPENSE		3,292	-	-	2,342	320	630
ELECTION/REGISTRATIONS		7,227	1,025		8,252		-
BD OF REGISTRAR WAGES		400	10		410		-
CONSERVATION COMM.SALARY		941	-	-	941		-
CON.COMM.EXPENSE		1,193	24		519		698
PROFESSIONAL LAND PLANNING	1,250	-	-	-	1,250		-
PLANNING BD.EXPENSE		900	-	-	231		669
MONT.REG.PLAN.DIST.		1,152	1		1,152		1
BD OF APPEALS CLERK WAGE		492	13		144		361
BD OF APPEALS		675	-	-	421		254
BUILDING INSP.SALARY		24,897	623		25,395		125
BUILD.INSP.EXPENSE		2,351	-	-	1,154	121	1,075
TOWN REPORT	1,690	1,000	-	-	1,340	948	402
POLICE CHIEF SALARY		86,940	-	-	86,940		-
POLICE WAGES		356,672	-	-	353,294		3,378

TOWN ACCOUNTANT

P.D.TRAINING WAGES		10,219	-	10,185		34
POLICE DEPT. CLERK		14,841	372	15,168		45
POLICE MAINT.		9,980	-	9,356		624
P.D.VEHICLE MAINT.		8,250	-	7,367		883
P.D.EQUIP & OUTLAY	48	13,575	6,000	19,327		296
PD COMPUTER SERVER		5,875	-	5,584	291	-
POLICE CRUISER		19,429	-	19,391	38	-
FIRE CHIEF SALARY		66,340	-	66,340		-
FIRE DEPT.WAGES		115,665	5,892	120,965		592
FIRE CHIEF HOLIDAY PAY		755	-	259		496
AMBULANCE WAGE ACCOUNT		92,426	-	90,537		1,889
FIRE DEPT.TRAINING WAGE		8,424	-	8,361		63
FIRE DEPT.MAINT.		25,600	(357)	24,510		733
AMBULANCE EXPENSE ACCOUNT	109	46,290	357	44,731	2,025	-
FIRE DEPT.VEHICLE MAINT		15,450	-	15,002		448
FIRE DEPT.EQUIP.&OUTLAY		27,750	-	25,772	989	989
FIRE POND RECONSTRUCTION	7,732	-	-	-	7,732	-
HUBB FD FORESTY UNIT		12,500	-	11,927	573	-
SCBA FILL SYSTEM	10,000	-	-	2,100	7,900	-
EMS SPACE- RENT		8,190	-	8,190		-
TREE WARDEN WAGES	580	1,143	29	1,152	601	-
TREE WARDEN-OUTSIDE SERVICE		4,000	-	2,829		1,171
EMERGENCY PLANNING DIRECTOR		204	5	204		5
EMERGENCY PLANNING EXPENSES		1,291	-	1,169	122	-
ANIMAL CONTROL OFFICER		16,000	-	3,378	12,622	-
DISPATCHERS WAGES/SERVICES		83,767	(6,000)	77,348		419
DISPATCH.MAINT.		12,022	-	11,839		183

TOWN ACCOUNTANT

K-12 OPERATIONS	3,421,462	(41,396)	3,380,065	1
MONTY REG TECH VOC ASSESS.	309,380	-	309,380	-
QUAB.SCH.CONST.ASSESSEMENT	30,461	-	30,461	-
QUABBIN MIDDLE/HIGH SCHOOL	78,236	-	78,236	-
HIGHWAY SUPT.SALARY	42,612	18,249	60,861	-
HIGHWAY WAGES	159,879	(6,211)	143,637	10,031
HGWY FOREMAN WAGES	35,737	7,168	42,822	83
HGWY SECRETARY WAGES	10,087	100	10,186	1
STREET SIGNS	1,000	-	1,000	-
HGWY UNIFORMS	4,607	-	3,632	975
BRIDGES & RAILINGS	500	-	70	430
HGWY MACH.MAINT-MISC	62,500	-	62,492	8
GENERAL HIGHWAY	89,250	-	89,173	77
HGWY EQUIP & OUTLAY	7,000	-	6,552	448
HGWY MACH.MAINT. FUEL	50,000	(1,206)	39,969	8,825
'93 FORD REFURBISH	1,835	-	-	1,835
'98 FORD REFURBISH	7,000	-	6,925	75
HGWY WINTER WAGES	48,917	(20,000)	18,262	10,655
WINTER-OUTSIDE WAGES	7,000	(1,519)	4,194	1,287
WINTER MACH.MAINT.	12,000	1,519	13,519	-
PLOWING OF PRIVATE WAY	3,500	-	2,000	1,500
WINTER MATERIALS	106,000	(2,591)	91,681	11,728
WINTER FUEL	28,000	2,591	30,591	-
STREET LIGHTS	4,000	-	3,367	633
CEM.COMM.SALARY	872	22	872	22
CEMETERY COMM. CLERK	1,173	(488)	551	134
OLD CEMETERIES	2,430	398	2,212	616

TOWN ACCOUNTANT

BROOKSIDE CEM.	471	-	120	367	224	-
CEM.MAINT.& IMPROVEMENT		2,800	-	2,615	186	-
EVERGREEN CEM.-NEW LOTS		500	-	500		-
EVERGREEN CEMETERY TRANS TO		500	-	417	83	-
CEM. EQUIP & OUTLAY		1,280	-	1,280		-
VETERANS GRAVES		500	-	28	472	-
BD OF HEALTH SALARY		1,650	42	1,692		-
ADMINISTRATIVE CLERK (BOH)		11,492	288	10,860		920
BD OF H.EXPENSE		2,435	-	918		1,517
RABIES VACCINE & COMM.DISEA	2,941	-	-	85	2,856	-
STM 11-9-10 #17 WATER/SEWER	10,000	-	-	9,800	200	-
ANIMAL INSP.SALARY		800	20	400	400	20
ANIMAL INSP.MILEAGE		230	-	-		230
ELDERLY VAN WAGES		28,426	711	28,692		445
COUNCIL ON AGING DIRECTOR		3,000	75	2,801		274
COUNCIL ON AGING EXP.		900	-	900		-
COA DESIGN SCHEME		-	4,000	1,830	2,170	-
ELDERLY VAN EXPENSE		100	-	66		34
VETERANS AGENT SALARY		1,000	25	1,000		25
VETERANS AGENT EXPENSE		35	-	35		-
VETERANS BENEFITS		5,000	-	255		4,745
LIBRARY WAGES		32,686	818	32,467		1,037
LIBRARY UTIL & MAINT.		16,266	-	14,578		1,688
LIBRARY BOOKS & MATERIAL	650	14,466	-	15,116		-
PARKS COMM LAWN TRACTOR		5,000	-	4,688	312	-
AGRICULTURAL COMMISSION EXP		500	-	-		500
HISTORICAL COMM.EXP.		500	-	301		199

TOWN ACCOUNTANT

MEMORIAL DAY		1,600	-	1,233		367
RECREATION FIELD MAINT.		11,121	-	7,465		3,656
RESERVE		25,000	(16,554)	-		8,446
FINANCE COMMITTEE EXPENSE		250	-	152		98
MATURING DEBTS		232,078	-	67,078	165,000	-
INTEREST-LONG TERM		5,258	-	5,244		14
INTEREST-SHORT TERM		9,000	-	6,474	2,526	-
WORC.COUNTY RETIREMENT ASSE		155,304	-	152,373		2,931
WORKERS COMPENSATION		17,081	-	-		17,081
UNEMPLOYMENT		100	-	-		100
CH 32 B		109,433	-	99,047		10,386
FICA ASSESSEMENT		22,500	-	19,829		2,671
INSURANCE	1,195	104,265	-	98,900	2,941	3,619
TOWN CLOCK		750	-	536	214	-
AIR POLLUTION ASSESSEMENT	1,171		-	1,171		-
MONT.REG.TRANSIT ASSESS.	11,214		-	11,214		-
R.M.V. ASSESSEMENT	4,060		-	3,680		380
TOTALS	\$ 81,837	\$ 6,943,715	\$ (41,396)	\$ 6,606,334	\$ 247,215	\$ 130,605

TOWN OF HUBBARDSTON						
BALANCE SHEET						
FOR THE YEAR ENDED JUNE 30, 2012						
	General Fund	Special Revenue Funds	Stabilization & Capital Fund	Trust & Agency Fund	Long Term Debt Obligations	Total (memorandum)
Cash	944,006	659,203	877,951	531,391		3,012,551
Personal Property Receivable	49,517					49,517
Real Estate Receivable	438,657	3,119				441,776
Tax Title & Foreclosure Receivable	223,996					223,996
Boat Excise	437					437
Motor Vehicle Excise Receivables	55,761					55,761
Departmental Receivables	5,776	51,599				57,375
Amount to be Provided for Long Term Debt Obligations					345,468	345,468
Total Assets	\$ 1,718,150	\$ 713,921	\$ 877,951	\$ 531,391	\$ 345,468	\$ 4,186,880
Warrants Payable	193,233					193,233
Employee Withholdings	4,915					4,915
Tailings	380					380
Other Liabilities	1,307					1,307
Abatements & Exemptions	43,553					43,553
Deferred Rev. - Property Tax	668,617	3,119				671,736
Deferred Rev. - Motor Vehicle	55,761					55,761
Deferred Rev. - Boat Excise	437					437
Deferred Rev. - Departmental	5,776	51,599				57,375
Notes Payable					45,000	45,000
Long Term Debt Payables					300,468	300,468
Total Liabilities	973,980	54,718	0	0	345,468	1,374,165
F/B Reserved for Encumbrances	247,215					247,215
F/B Reserved for Deficits	(6,530)					(6,530)
F/B Reserved For Expenditures			877,951	315,214		1,193,165
F/B Trust Fund Endowments				216,177		216,177
F/B Reserved for Petty Cash	115					115
F/B Undesignated Fund Balance	503,370	659,203				1,162,573
Total Fund Balances	744,171	659,203	877,951	531,391	-	2,812,715
Total Liabilities and Fund Balances	\$ 1,718,150	\$ 713,921	\$ 877,951	\$ 531,391	\$ 345,468	\$ 4,186,880

		CASH RECEIPTS			
TAXES		LEVY OF	2012 RE	\$4,855,351.69	
			2011 RE	\$412,954.38	
			2010 RE	\$0.00	
			TOTAL		\$5,268,306.07
		LEVY OF	2012 PP	\$78,426.18	
			2011 PP	\$14,259.90	
			2010 PP	\$3,352.91	
			2009 PP	\$775.52	
			TOTAL		\$96,814.51
	BETTERMENT			\$250.25	
	TAX TITLE			\$48,514.72	
	LITIGATION			\$0.00	
	RE TAX INT			\$24,536.79	
	TAX TITLE LIEN INT.			\$6,119.51	
			TOTAL		\$79,421.27
		LEVY OF			
EXCISE			2012 MV	\$443,156.92	
			2011 MV	59317.32	
			2010 MV	3908.34	
			2009 MV	545.42	
			2008 MV	\$75.00	
			2007 MV	\$155.42	
			2006 MV	\$24.17	
			2005 MV	\$41.25	
			2004 MV	\$34.38	
			2003 MV	\$13.54	
			TOTAL		\$507,271.76
	MV INT			\$1,362.47	
			TOTAL		\$1,362.47
PAYMENT IN LIEU OF TAXES					
	DCR	\$296,987.93			
	FITCHBURG	\$54,138.00			
FEES		\$63,861.78			
OTHER DEPT REVENUE		\$0.00			
LIC & PERMITS		\$54,853.70			
FINES		\$8,975.50			
INVESTMENT INCOME		\$287.65			
MART / MISC RECURRING		\$28,438.10			
SUPPLEMENTAL/ MISC NR		\$138,510.16			
ALL GRANT RECEIPTS FROM THE COMMONWEALTH ARE NOTED IN THE TABLE OF ACCOUNTS					
CHAPTER 70		\$14,817.00			
LOTTERY		\$353,458.00			
ELDERLY ABATEMENTS		\$3,514.00			
STATE OWNED LAND		\$12,713.00			
QUINN BILL		\$0.00			
VETERANS		\$233.00			
OUT OF DISTRICT SCHOOL					
			TOTAL		\$384,735.00

TAX COLLECTOR

C.W.DOANE

FINANCIAL STATEMENT

July 1, 2011 - June 30, 2012

THE FOLLOWING IS A SUMMARY OF THE COLLECTIONS OF TAXES FOR THE 2012 FISCAL YEAR ENDING JUNE 30, 2012

		REAL ESTATE	SUPPLEMENTAL	PERS PROP	BETTERMENTS	FARM ANIMAL	MOTOR VEHICLE	FOREST CUTTING	CPA	Boat Excise		
2006 TAXES												
	Outstanding 7/1/11	\$	-	\$	-	\$	-	\$	1,842.71	\$	-	\$
	Abated						\$	1,818.54				128.00
	Committed											
	Collected						\$	24.17				
	Tax I Litigation											
	Balance 6/30/12	\$	-	\$	-	\$	-	\$	-	\$	-	\$
2007 TAXES												
	Outstanding 7/1/11	\$	-	\$	-	\$	-	\$	1,054.79	\$	-	\$
	Refunded											158.00
	Abated											
	Tax Liens											
	Collected						\$	155.42				
	Tax in Litigation											
	Balance 6/30/12	\$	-	\$	-	\$	-	\$	899.37	\$	-	\$
2008 Taxes												
	Outstanding 7/1/11	\$	-	\$	-	\$	-	\$	1,313.96	\$	-	\$
	Refunded											93.00
	Abated											
	Tax Liens											
	Collected						\$	75.00				
	Tax in Litigation											
	Balance 6/30/12	\$	-	\$	-	\$	-	\$	1,238.96	\$	-	\$

	REAL ESTATE	SUPPLEMENTAL	PERS PROP	BETTERMENTS	FARM ANIMAL	MOTOR VEHICLE	FOREST CUTTING	CPA	Boat Excise	
2009 Taxes										
Outstanding 7/1/11	\$ -	\$ -	\$ 1,678.55	\$ -	\$ -	\$ 1,311.15	\$ -		\$ 58.00	
Committed						\$ 51.25				
Refunded										
Abated										
Tax Liens										
Collected			\$ 721.08			\$ 545.42				
Tax in Litigation										
Balance 6/30/12	\$ -	\$ -	\$ 957.47	\$ -	\$ -	\$ 816.98			\$ 58.00	
2010 Taxes										
Outstanding 7/1/11	\$ -	\$ -	\$ 4,803.98	\$ -	\$ -	\$ 6,265.94	\$ -		\$ -	
Committed										
Refunded										
Abated										
Tax Liens										
Collected			\$ 3,416.35			\$ 3,878.34				
Tax in Litigation										
Balance 6/30/12	\$ -	\$ -	\$ 1,397.63	\$ -	\$ -	\$ 2,357.60	\$ -		\$ -	
2011 Taxes										
Outstanding 7/1/11	\$ 417,435.70	\$ -	\$ 26,596.38	\$ -	\$ -	\$ 23,895.08		\$ 2,849.00	\$ -	
Committed	\$ -					\$ 46,351.00		\$ -		
Refunded	\$ -					\$ 4,340.33		\$ 327.12		
Abated	\$ 103.10					\$ 3,980.90		\$ -		
Tax Liens	\$ 4,378.25							\$ 16.18		
Collected	\$ 412,954.35		\$ 14,259.90			\$ 63,657.65		\$ 3,192.20		
Tax in Litigation										
Balance 6/30/12	\$ -	\$ -	\$ 12,336.48	\$ -	\$ -	\$ 6,947.86		\$ -	\$ -	

TREASURER FISCAL YEAR 2012
TRUST FUNDS

CEMETERY FUNDS

Brookside	\$ 126,868.67
Clark	2,478.60
Evergreen	18,090.18
Forest Hill	2,485.14
Greenwood	5,969.09
Lovewell	1,107.18
Pine Grove	16,253.81
Rural Glen	46,591.86
Warren	5,944.87
New Land	3,440.56

LIBRARY FUNDS

Freetown	\$ 35,169.89
Clark	1,855.26
A. Maria Buffum	7,629.18
Charlotte P. Fairman	11,648.27
Eliza Church	4,289.03
Capital Costs	124.24

STABILIZATION

Stabilization	\$ 288,930.33
Municipal Capital	516,925.55

HONOR ROLL FUND

4,790.17

TOWN CLOCK FUND

127.78

SCHOOL FUND

10,090.74

HUBBARDSTON COMMUNITY PARK

22,703.36

C.A.S.H. FUND

118,317.23

HUBBARDSTON PRESERVATION

3,584.26

Total Trust Funds

\$1,255,415.25

TREASURER

GENERAL FUND

Arts Lottery	\$ 4,356.30
Planning Board Revolving	3,163.08
Recreation	5,859.28
Septic Grant	2,674.14
Webster Bank	3,063.69
Banknorth	5,354.63
Eastern Bank-M.M.A.	113,849.24
MMDT	17,466.71
Citizen's – Depository	10,106.89
Citizen's – M.M.A.	6,159.64
Fidelity Bank – M.M.A.	1,124,367.13
Fidelity Bank – Depository	38,664.75
Unibank – M.M.A.	14,198.75
Unibank – Loan Proceeds	235,612.42
Unibank – Online Collections	2,670.65
Friends Farm	20,616.01
Pitcherville S & G	6,666.15
Pitcherville #2	9,175.39
Kataisto	14,637.76
Lead the Way	3,953.96
Payroll	269.56
Stabilization	72,768.46
Eastern Bank – Debit Card	3,836.64
Petty Cash	115.00

Respectfully Submitted,

Donna M. Erickson
Town Treasurer

TOWN SERVICES

AGRICULTURAL COMMISSION 2012

Five meetings were held. Dave Allen stepped down as a member in the spring of 2012. Catherine Hansgate was elected Chairman at November's meeting. The current commission members are: Catherine Hansgate, Tom Colyer, Tom Bratko, Keith Tetreault, and Robert Germain.

The commission has been addressing the following topics: survey of farms in Hubbardston, excise tax concerns, developing a program to provide local farms with information, such as Program Fecal Testing for Goats and Alpacas hosted by Robert Germain, July 21st, and upcoming program on Benefits of Using Wood Ash on farm fields for Feb. 2013. The commission is also working on obtaining signage for town indicating it is a "Right to Farm" town, and working on plans for a 2013 Hubbardston Farms Tour Day.

BUILDING DEPARTMENT ANNUAL REPORT

2012

Purpose of Permit	# of Permits	\$ Value	\$ Fee
1 & 2 Family Dwellings	9	\$1,865,060.00	\$15,544.90
Additions	6	\$497,000.00	\$4086.00
Alterations	15	\$134,836.00	
Accessory Buildings	10	\$354,600.00	
Pools	4	\$118,720.00	\$362.00
Commercial	2	\$17,500.00	\$1350.00
Solar – Residential	7	\$ 275,803.00	\$2514.85
Other (Roofs, Siding, Windows, etc.)	51	\$243,424.00	
Demolitions	4	\$30,700.00	\$225.00
Total	108		
Stove Permits	12		\$600
Safety Certificates	4		\$240.00
Totals	124	\$3,537,643.00	\$24,922.75

Effective March 1, 2008, a new fee schedule was approved to determine the value of each specific project while the cost per thousand dollars of value remained the same: \$8.00 per thousand dollars of value (residential) \$10.00 per thousand dollars of value (commercial). This new schedule was approved by the Board of Selectmen.

BUILDING DEPARTMENT ANNUAL REPORT

2012

Building Department office hours are Monday 3:30-8:00 p.m., Tuesday 10:00-5:00 p.m. and Wednesday 3:30-6:30 p.m.

The Building Inspector has office hours from 4:00 p.m. - 6:30 p.m. Tuesday & Wednesday.

The Building Inspector schedules inspections on Tuesdays, Wednesdays and Thursdays.

Check our Website ***www.Hubbardstonma.us*** for any changes.

Building Department Inventory:

1 Pentium 4C 2.6 ghz PC
Monitor with Wireless Keyboard and Mouse
1 HP Deskjet 5150 printer
2 desks with chairs
3 filing cabinets
2 small cabinets on wheels
1 metal bookcase

Respectfully submitted;

Lawrence M. Brandt, Building Commissioner

Andrea Mastrototo, Administrative Assistant

GAS/PLUMBING INSPECTOR

In the year 2012, I inspected the following as part of my duty as Plumbing/Gas Inspector:

9 new homes
12 remodeled homes
15 replacement
32 gas

Respectfully submitted,

Thomas M. Monfreda
Plumbing & Gas Inspector

REPORT OF THE CONSERVATION COMMISSION

All new construction in Hubbardston, including additions to existing homes, is subject to a site inspection by the Conservation Commission prior to obtaining a building permit. Projects are reviewed in accordance with the M.G.L. Chapter 131, Section 40, and 310 CMR 10.00-10.99, the Wetlands Protection Act (including the Rivers Protection Act), and the Hubbardston General Wetlands Bylaw. The purpose of the Wetlands Protection Act is to provide a public review and decision-making process for projects that affect a resource area. The interests that the commission is most concerned with in Hubbardston are:

- Protection of public and private water supply
- Protection of ground water supply
- Protection of wildlife habitat
- Flood control
- Storm damage prevention
- Prevention of pollution

Resource areas that are subject to protection include any wetland, marsh, or swamp bordering on any river, stream, pond, or lake and include a 100-foot buffer zone. Other protected resource areas that do not have a buffer zone are land subject to flooding, land under any water body, certified vernal pools, and the riverfront area.

A **Notice of Intent** (NOI) is required for any proposed activity that will remove, fill, dredge, or alter a resource area. A **Request for Determination of Applicability** (RFDA) must be filed for all activities within 100 feet of a resource area. State forms for NOI or RFDA are available from www.state.ma.us/dep

The Rivers Protection Act prohibits activities within 200-feet of any perennial river or stream.

Local regulations do not allow alteration of land within 50 feet of a wetland or 100 feet of a water body. This is referred to as a “no-build” zone.

The Conservation Commission consists of a chairman and five regular members, all of who are appointed volunteers, and a clerk with regular office hours. Current office hours are held on Tuesday and Thursday from 9:00 A.M. -3:00 P.M. Check the Town website calendar for meeting postings.

Members for 2012

Stephen Mossey, Chairman

Eric Gemborys

David Klinch

Anthony Coppola

Larry Therrien

Associate Members: Michael Stevens and Allan Olly

Conservation Commission Inventory:

Reconyx Rapidfire RC60 No flash Digital trail camera

1 Gig Compact Flash, 1 Masterlock Python Cable and 1 Super Talet All-in-One USB Reader

3 file cabinets, 3-100' tape measure

ACTIVITIES	2007	2008	2009	2010	2011	2012
Number of Public Hearings	14	6	7	7	12	7
Request for Determination	4	2	4	1	7	8
Notice of Intent	10	4	3	4	5	3
Order of Conditions	10	4	3	0	0	5
Other Site Inspections	64	38	73	46	32	28

Respectfully submitted for the Commission,

Toni Walker, Clerk

REPORT OF THE COUNCIL ON AGING

The Council on Aging had another wonderful year, with increased attendance at our many new programs and social activities. “Egg Day” on Thursdays is still a very large asset to our Senior Center; our thanks to The Country Hen for their continued community support.

In April, the Gardner Elks Club gave the Senior Center a Nintendo Wii game, a 45-cup coffee pot and a generous gift certificate to Wal-Mart. Their generosity is much appreciated. A Wii bowling team has been organized and practices are held 3 times a week. The “Hubbardston Hot Shots” have played against Rutland and Legends Rehab Center. Our popular monthly Pitch Party and Bingo every Monday and 1st and 3rd Thursdays have many new players. This spring, the Council hosted a training program for area Councils on Aging, and members from Rutland, Westminster, Ashburnham, and Princeton attended. The knowledgeable Emmett Schmarsow, Director of Elder Affairs in Boston, presented this program.

The Hubbardston Police Department put on a delicious spaghetti dinner for the seniors in the spring. Legend Rehab in Gardner has been very supportive, presenting a strawberry short cake social, an ice cream social and games of BOO Bingo over the course of several months. The Sheriff’s Department did an Iris Eye Scan for the seniors and some attended the Sheriff’s Annual Picnic in June. The COA participated in the June Town-wide Yard Sale and Field Day. The COA recently purchased a large pop-up tent that can be used for social and town functions.

A field trip was made to the Cross in Barre in July. The June Annual Awards Dinner honors went to Gigi and Paul Stoll, who for years have been very active volunteers in the town and senior center.

The Tall Ships bus trip to Boston in July was quite an adventure, and the “Turkey Train” narrow-gauge railroad trip around Lake Winnepesaukee in October was a huge success. People also continue to love the Foxwoods Casino trips.

A Veterans Thanksgiving dinner was very successful, with nearly 70 veterans and their guests attending. All food was donated by local grocery stores and other businesses. The Cub Scouts and Center School children put on a special program after the dinner.

The Christmas Fair was even better than last year, with schoolchildren with their beautiful young voices singing Christmas carols, and many seniors joining them.

Annual Town Meeting allocated \$100,000 for land for a new Senior Center. State Representatives visited during the election campaign, and they attended the meeting with town officials and the DCR in order to seek town-owned land on which to build. Many meetings have been held to explore how to proceed in achieving this goal. The Council is grateful to everyone supporting the project and volunteering their time.



The “Nonesuch apple” Giving Tree was painted on our wall as a gift by local artist Joni Pulnik. Many have already donated \$100 that earns them their name on an apple. The \$100 donations will go toward this much-needed new Senior Center.

The COA purchased a “My Senior Center” system, which monitors senior center attendance at programs and activities. The data will be useful in applying for grants.

Respectfully submitted,

Claudia Provencal

COA Director

SENIOR CENTER BUILDING COMMITTEE

The committee met at least once a month throughout 2012 and at other times as needed. We also met from time to time with the Board of Selectmen and the Finance Committee. Those boards indicated to us that they would be inclined to support a multi-use building rather than just a Senior Center. Committee members determined that at least 10 acres would be needed if we included space for public safety facilities in our planning.

An article requesting \$100,000 for land purchase funds was placed before Town Meeting on June 5, 2012. That request was approved by a large majority of town meeting attendees. The committee was greatly encouraged by the support of Hubbardston voters.

During the year the committee decided that although \$100,000 was voted by Hubbardston's Town Meeting, we would try to acquire 10 acres of state land for this proposed project.

Members of the committee met with Senator Stephen Brewer to seek his support and assistance in acquiring state land. We met with him in his Barre office on September 4, 2012. He was very helpful and supportive of our committee's efforts and immediately began to make calls to arrange a meeting with state officials. We prioritized and made known our selections to Senator Brewer who passed on this information to the Department of Conservation and Recreation (DCR).

Earlier the committee determined that we should site the new Hubbardston Senior Center on land along Route 68. During a property search along Route 68 we discovered many parcels were owned by the commonwealth. Committee members walked state land parcels along Route 68 and selected the four we believed would be best suited for the intended use. We rated these parcels from 1-4 and made known our selections.

As a result of that effort we met on November 4, 2012 in the Senior Center with Joe Sullivan (Senator Brewer's aide), Representative Anne Gobi - 5th Worcester, Representative Kimberly Ferguson - 1st Worcester, Jonathan Yeo, Director, Water Supply Division, William Pula, Quabbin Watershed Regional Manager, Jim French, Watershed Protection/Real Estate and other state officials. Both sides presented their views. The state officials noted that they had visited our selections before the meeting. They indicated that Article 97 of the Massachusetts Constitution requires that if state land is taken out of the conservation or watershed protection purposes it must be replaced with land of equal or greater value.

Value is represented both in terms of dollar value of the land and for the purposes of watershed protection. The committee has identified some town owned land that may meet that criteria and are looking forward to further discussions in 2013.

Respectfully submitted,

Donna Farrell
Paul Hale
William Murray
John Nason
Claudia Provencal



COMMUNITY PRESERVATION COMMITTEE

The Community Preservation ACT (CPA) is a mechanism for cities and town to raise capital for use in specific projects that improve the quality of life for all residents. With matching funds from the state, the money raised can be used for the creation of open space, historic preservation projects, affordable housing development, and certain recreational uses. Hubbardston passed the CPA in November 2006. Funds are administered through a Committee (the CPC) created with representation from the three areas of allowed uses, as well as at-large members. Information and guidelines, as well as an application form, can be found on the town website under Town Services. The CPC reviews all applications and those that meet the guidelines of the CPA are recommended to the Board of Selectmen to be voted on by Town Meeting.

There were two new projects approved by Town Meeting during 2012:

The Open Space Committee requested \$10,000.00 to reclaim a 2-3 acre section of the Malone Road property. This project was completed during the fall of 2012 for a total of \$5500. The remaining funds will be returned to the undesignated CPA fund.

The Town Clerk requested \$51,744.00 the binding and preservation of Town historic records. At time of writing this project has presently gone out to bid.

The CPC also approved a request from the Hubbardston Playground Committee for \$40,000 to build a playground at Hubbardston Center School. This project will be placed on the 2013 Annual Town meeting warrant for the expenditure to be approved by the voters.

Respectfully submitted,

Jassy Bratko, Chairman
Dennis O'Donnell, Secretary/Finance Officer
Danielle Arakelian
Sanda Barry
Anthony Coppola
Donna Farrell
Susan Fox
Denis Halfrey
Ernest Newcomb

REPORT OF THE HUBBARDSTON CULTURAL COUNCIL

The Hubbardston Cultural Council is part of a grass-roots cultural funding network of 329 local councils that serve every city and town in the state of Massachusetts. The program is the largest, most decentralized one of its kind in the United States. The State Legislature and the National Endowment for the Arts provide an annual appropriation to the Massachusetts Cultural Council, which then allocates funds to each local council. For 2012, the Hubbardston Cultural Council distributed \$4,080.00 in grant money.

The council received 33 applications requesting \$12,916.00. The Council was able to award 16 of the grants with the \$4,080.00 allocated by the MCC.

The Council awarded the following grants in 2012:

Applicant	Project	Allocation
Hubbardston Historical Society	Ernest Hemingway Alive	\$250.00
Hubbardston Public Library & Museum	Science Magic Museum of Science	\$200.00
Center School Playground Committee	Tanglewood Marionettes Production	\$100.00
Maplewind Arts	14th Annual Nutcracker Performance	\$250.00
Maplewind Arts	4th Annual Jazz & Blues Festival	\$125.00
Maplewind Arts	Summer Theatre	\$250.00
Hubbardston Public Library & Museum	Poetry Open Mic Night	\$100.00
Hubbardston Public Library & Museum	Library Coffee House	\$200.00
Steve Henderson	Jerry Atric-The Older I Get- A Play	\$200.00
Hubbardston Community Theatre, Inc.	20 Years of the Hubb. Comm. Theatre	\$500.00
Renee Malowitz	Art of the 60's/ Self-portraits	\$380.00
Renee Malowitz	Art & Culture	\$650.00
Renee Carleen	Many Colored Dancing Days	\$300.00
Listening Wellness Center	Youth After-School & Enrichment Pgm	\$300.00
Renee Malowitz	Painting without Paint	\$150.00
Fitchburg Art Museum	77th Regional Exhibit of Art and Craft	\$125.00

Respectfully submitted,

Carla Jones, Chair
Emily Langer
Renee Malowitz
Cindy Nordstrom
Christine Ruston

2012 REPORT OF THE HIGHWAY DEPARTMENT

Message from the Superintendent

It has been a great pleasure serving the residents of Hubbardston for the past 20 years.

The Department is committed to the safety of the traveling public and the residents of Hubbardston. We did repair a section of drainage on Rt. 68, along with our yearly maintenance. All other resources are going into the Road project of Healdville Road, Grimes Road, Hale Road and Ragged Hill Road. While still under the engineering phase the actual road work should commence in the next year 2013.

I thank the co-operation of most committees and Boards in trying to accomplish projects. Thanks also to the Highway Crew for the work they do. And Thanks to Steve Fox who has retired this year.

CHAPTER 90 PROJECTS:

- 1) Approved Chapter 90 project for Gardner Road Culvert Project and received \$10, 069.31.
- 2) Approved Chapter 90 project to replace lift at Highway Garage and \$3,494.40 reimbursement.
- 3) Used Chapter 90 to pay first lease payment 2012 Freightliner.
- 4) Approved Healdville, Hale, Grimes and Ragged Hill Roads Engineering Project for \$70,000 and received \$30, 538.23 reimbursements to date.
- 5) Work with Milone & MacBroom on Roads Project.
- 6) Dig test holes on various Roads.

WINTER OPERATIONS

- 1) Paint & mark all drainage structures.
- 2) Stack 4,500 Cu. Yds. of pre-mix sand/salt.
- 3) Paint two plows (Senior Work Off Program).
- 4) Paint, adjust all sander spinners & test.
- 5) Maintain sand/salt for Town Offices.
- 6) Sand/plow sidewalks.
- 7) Wash trucks and equipment after snow storms.
- 8) Open waterways & drainage.
- 9) Repair snow plow & cutting edges.
- 10) Busy Bee Nursery hauled in 2,808 Cu. Yds. of winter sand.
- 11) Weld & repair 1998 Ford wing assembly.
- 12) Hire on winter seasonal help.
- 13) Hire on seasonal contractor for Streeter & Mile Roads.
- 14) Responded to 21 Storm Events.

Various Tasks

- 1) New two post lift installed at Highway garage.
- 2) Purchase of a new Power Washer.
- 3) Bi-Monthly Staff meeting.
- 4) Received new 2012 Freightliner six wheel dump truck with plow.
- 5) Refurbish 1993 Ford at Phillips Welding.
- 6) New gas and diesel fuel tanks were installed. Replaced under warranty from 1996 by Containment Solutions.

2012 REPORT OF THE HIGHWAY DEPARTMENT

- 7) Attend various MEMA meetings.
- 8) Yearly bid procurement.
- 9) Yearly Stage II testing for fuel tank.
- 10) Yearly auto lift inspection & MIIA Insurance inspection.
- 11) Order new Gas Boy system for fuel depot.
- 12) Storm clean up from Hurricane Sandy.

PERMITS Issued

Five (5) driveway/street opening permits

MACHINE MAINTENANCE REPAIR

- 1) Replace Alternator on 1997 Ford.
- 2) Replace hydraulic tank on 1997 Ford.
- 3) Chip brush at various locations.
- 4) Yearly Car Lift Inspection.
- 5) Replace Jack Shaft 1997 Ford.
- 6) Grease, oil, filters on all equipment.
- 7) Service Police and Fire Department Equipment.
- 8) Replace hydraulic pump on 1997 Ford
- 9) Repair rear spring on 2009 Sterling.
- 10) Replace spring on 1998 Ford.
- 11) Install new car lift – 10,000lbs capacity.
- 12) Repair Grader solenoids (Overlook Services).
- 13) Repair twin screws on 2009 Sterling.
- 14) Replace tailpipe on 2000 Pickup.
- 15) Replace starter on 1997 Ford.
- 16) Replace rear brake on 2009 Sterling.
- 17) Fabricate and weld stairs for John Deere Loader.
- 18) Replace bushings for rear stabilizer for Ambulance.
- 19) Replace brakes and master cylinder on 1994 GMC.
- 20) Replace glow plugs on Forestry Truck.
- 21) Install exhaust for Fire Tanker.
- 22) Clean & maintain all small equipment.
- 23) Replace fan sweeper.
- 24) Replace Steering arm u-joint on 1997 Ford.
- 25) Replace valve body on 1997 Ford.
- 26) Repair oil leaks on Backhoe.
- 27) Replace brakes on 2003 Expedition.
- 28) Inspection stickers for all equipment.
- 29) Rebuild mower head for Tiger mower.
- 30) Service brakes on Police Chief's vehicle.
- 31) Replace hydraulic control cables on 1997 & 1998 Fords.
- 32) Replace radiator in 2003 Expedition.
- 33) Replace helper springs on 1993 Ford.
- 34) Replace u-joints on F450 front end – Rotors turned at Wilson Bus.
- 35) Replace two tires on 2003 Expedition.

2012 REPORT OF THE HIGHWAY DEPARTMENT

- 36) Replace/Repair three 2-way radios.
- 37) Replace 4-wheel drive u-joints on F250.

General Highway:

- 1) Order gas and diesel as needed.
- 2) Weekly EPA report and emergency generator test.
- 3) Cold patch all roads throughout Town.
- 4) Set up Voting Booths.
- 5) Open waterways, storm drains and grates throughout Town.
- 6) Beaver control Evergreen Road.
- 7) Replace storm drain covers throughout Town.
- 8) Remove deceased animals from roadways.
- 9) Cut Re-rod on Burnshirt Road Bridge.
- 10) Clean floor traps at Highway Garage.
- 11) Grade dirt Roads.
- 12) Highway Safety Co. in to line stripe main roads, crosswalks, stops lines, RR Crossings and School Ahead markings.
- 13) Replace various signs throughout Town.
- 14) Mow & cut back throughout Town.
- 15) Sweep road throughout Town.
- 16) Pick up piles of sweepings throughout Town.
- 17) Repair drainage on Penobscot Drive.
- 18) Brake job on 1997 Ford L8000.
- 19) Rebuild catch basins on Apache Road, Chicopee Drive, Williamsville Road, and Main Street.
- 20) Remove tree on Rt. 68 & Brigham Street, loam and plant grass.
- 21) Repair bridge on Healdville Road.
- 22) Hot top patch various roads in Town, Williamsville Road cut-off.
- 23) Calcium chloride dirt roads.
- 24) Clean 1,000 catch basins throughout Town.

Materials Purchased:

- 1) Winter Rock Salt 1665 Tons - \$82,796
- 2) Winter Sand 2808 cu. Yd. -\$12,636
- 3) Cold Patch 295 tons - \$25,811
- 4) Hot top patching 197 tons - \$14,530

2012 REPORT OF THE HIGHWAY DEPARTMENT

HIGHWAY PERSONNEL

Lyn L. Gauthier	Highway Superintendent
Steve Fox	General Foreman – Retired September
Mark Valis	Mechanic/Truck Driver
Ernest Newcomb	Truck Driver/Laborer
Alyre Blanchard	Truck Driver/Laborer
Alan Barrett	Truck Driver/Laborer
Dennis O'Donnell	Clerk (part-time)
James Higgins	Winter Seasonal Driver
Edward Mann	Winter Seasonal Driver
Keith DiTaranto	Winter Seasonal Driver
GrassHopper Yard Grooming	Winter Contractor for Mile & Streeter Roads (2012-13)

INVENTORY

Ingersol Rand G25 20KW Generator
2012 Freightliner 6 wheel dump truck with plow.
2009 Sterling 6 wheel dump truck with all season body and power angle plow
2006 Ford F450 2 ton with dump body, 10' Snow King Plow & sander
2005 Elgin SE Pelican sweeper
2004 Mack with All-Season body
2003 Ford Expedition
2001 Morbark wood chipper
2000 John Deere Wheel Loader
2000 Ford F-250 w/ 8' snow king plows
1998 Ford Expedition (out of service)
1998 Ford L-8000 with all season body & wing plow
1997 Ford L-8000 with all season body
1997 New Holland tractor with flail & rotary heads
1993 Ford with all season body
1989 Champion grader w/wing plow
1988 Mack dump truck (out of service)
1985 Ford backhoe model 555A
1984 Hough 540
1968 Sidewalk tractor w/ V-plow and angle plow
3000 lb. Tag along trailer
2 V plows
3 Frink snowplows
3 Viking plows
1 Warsaw plow
1 Tenco plow
4 11' Everest power angle plows
1 2500-gallon calcium tank & pump
1 70-gallon calcium tank & pump
4 60-gallon calcium tanks & pumps
1 100-gallon tank & pump
1 6-yard sander
1 2-yard sander
20-ton hydraulic press
Milwaukee 8" metal cutting saw

2012 REPORT OF THE HIGHWAY DEPARTMENT

Cutting torches
1 Honda pump
1 Shop air compressor
1 9000 lb Weaver car lift
2 Lincoln air jacks
2 Power washers
1 Transmission jack
1 200-gallon oil tank with hose
2 Battery chargers
2 Base Radios
14 Truck radios
4 Portable radios
1 Offset grinder
1 Coleman generator
1 Milwaukee electric chop saw
1 Stihl gas powered cut-off saw
1 Makita drill
2 torque wrenches
1 Transit, tripod, stick
1 Schonstedt GA-52Cx Magnetic locator
1 Tool chest with tools
1 Road rake
1 Sawzall
1 Drill press
1 Cement mixer
1 parts cleaner
2 Brush saw
6 Chain Saws
1 Stihl pole saw
1 John Deere sweeper
2 power brooms
3 Truck jacks
1 Hobart Mig Welder
1 Lincoln welder
1 Shop engine crane
1 Material arm for John Deere loader
1 wacker compactor
1 walk behind sweeper
1 DeWalt XR2 18v cordless drill with 2 DW9095 battery packs
Various cones, barriers, signs
1 Large bin of various size nuts and bolts
1 Cabinet with various amounts of paints
3 Stepladders
30 Various shovels, hoses, hammers and road tools
23 fire extinguishers
3 desks
2 desk chairs
1 office chair

2012 REPORT OF THE HIGHWAY DEPARTMENT

- 2 large filing cabinets
- 1 small filing cabinet
- 1 HP P6110F computer with keyboard, mouse, monitor,
DVD-RW drive and 2 speakers
- 1 Digital camera
- 1 Lexmark Platinum Pro905 printer, fax, copier, scanner
- 1 Link monitor/computer with keyboard and monitor for Gasboy fuel system
- 1 Okidata Microline 9 pin printer
- 1 General Electric 19" color TV/VCR
- 1 Canon ImageClass D1350 printer, fax, copier, scanner

Respectfully submitted,

Lyn L. Gauthier
Highway Superintendent

REPORT OF THE HISTORICAL COMMISSION

We began our year with Bonnie Cunningham resigning. Many thanks for her time of service on the committee. Barbara Carpenter joined us in filling one of our two vacant seats.

In May, Gary Kangas and Kenneth Green gilded gold on the turning on the top of Boston Post sign on the corner of Brigham St. and Route 68.

Concrete Solutions has donated the stones to build a base for the Wain-Roy marker that Bella Kaldera carved and presented to the town. Charles Clark and Kenneth Green set the stones in place where the marker now faces south. In the spring there will be a small marker set at the base stating that the stones were donated by Concrete Solutions. We thank Concrete Solutions for their generous donation.

We met with Ann Forbes about putting our cemeteries on the National Register. We were informed it would cost \$2,000 for the large and \$500 for the smaller cemeteries. We also have been investigating the cost of and how to accomplish repairing Parish Cemetery Gate. We visited the three remaining tombs in town with the intention of restoring them and putting them on the National Register also.

We priced different historic house plaques and so far found them expensive. Various historical markers to be placed in town are also being investigated.

Respectfully submitted,

Gary Kangas, Chairman
Martha Holgerson, Secretary
Kenneth Green
Charles Clark
Ernest Newcomb
Barbara Carpenter

REPORT OF THE LIBRARY DEPARTMENT

The Hubbardston Public Library serves to inspire and educate the public with free access to a large collection of books, magazines, historic archives, video and audio media, and the Internet. Through our educational and social programs, we strive to bring people together in the welcoming spirit of community and friendship.

Over the past year the staff, trustees and supporters of the Hubbardston Public Library continued their endeavors to promote and support the habit of reading as a source of personal growth and education as well as a source of pleasure for the residents of Hubbardston. The library maintained a varied and current collection of materials to provide these experiences. Hubbardston Public Library was once again certified by the Massachusetts Board of Library Commissioners as meeting minimum standards for Massachusetts Public Libraries for 2012. As a certified library and a member of Central/Western Massachusetts Automated Resource Sharing (CWMARS) we were able to access the collections of other Massachusetts libraries for our patrons. We continue to offer programs that reflect the needs and interests of our community.

Report of the Hubbardston Public Library Director

With the support of the Hubbardston Cultural Council Grants, the Library was able to offer the following programs during Calendar Year 2012:

- **Coffee House Musical Series:** offered a variety of local musical talent on the first Thursday of each month at 6PM during the winter months.
- **Art & Culture:** Three part series exploring cultures through art for 8 to 14 year olds
- **Art of the 60's:** introduction to OP and POP Art for Teens.
- **Museum of Science Traveling Program:** Super Cold Science visited the library on August 15.

The Library was also able to offer these additional programs for 2012:

- **Story Hour:** This library standard met each Wednesday from 10:00 until 11:00AM from September through June. The program included a story, songs and a related craft project.
- **Statewide Summer Reading Program:** The 2012 theme of **Dream Big Read** encouraged 46 children to continue to read over the summer and visit the library weekly. The library offered weekly programs that included crafts, stories and music and focused on occupations. Summer Reading participants were also treated to free ice cream from Calico and Crème. We thank Donald and Elaine McKay for their continued support of the Summer Reading Program.
- **Local Author Talk:** Allen Young treated patrons to a few of his favorite tales from the Quabbin.
- **Digital Book Training:** hands on E-book tutorial on downloading titles using your library card.

The Community Support that has been provided to the Library over the past year has been wonderful. Just to mention a few of the ways the support has manifested:

- In Memoriam donations by some of our longtime residents who passed away this year.
- The 14th Annual Library Road Race and Annual Holiday Raffle proceeds helped to make minor repairs to our building.
- The Friends of the Hubbardston Library, a non-profit group dedicated to promoting and assisting our library.

REPORT OF THE LIBRARY DEPARTMENT

The library continued to offer the following hours for 2012:

Monday 1 p.m. – 7 p.m.

Wednesday 10 a.m. – 4 p.m.

Thursday 1 p.m. – 7 p.m.

Saturday 9 a.m. – 12 p.m.

The Hubbardston Library Staff and Trustees wish to thank all those who worked so hard to keep the library a part of Hubbardston's past, present and future. We hope you will continue to advocate for the future of this library.

Respectfully Submitted,

Jayne Arata

Hubbardston Public Library

HUBBARDSTON PUBLIC LIBRARY						
TREASURER'S REPORT						
July 2011 through June 2012						
Account	Appropriated		Expended		Balance	
Wages	33504.00		32467.32		1036.68	
Utilities & Maintenance	16266.00		14578.17		1687.83	
Books & Materials	15116.00		15116.00		0.00	
Other Library Accounts						
	Beginning Balance		Credit	Debit	Balance	
Dog Fund		650.00		650.00	0.00	
Annual State Grant		3041.45	4151.00	240.52	6951.93	
Donation Fund		23309.76	4133.40	3922.87	23520.29	
Arts Lottery		0.00			0.00	
Trust & Endowment Income	51		823.00			

REPORT OF THE LIBRARY DEPARTMENT

Hubbardston Public Library Circulation Statistics			2012		
		Adult		Children	Total
Books		7,863		4,763	12,626
Print Periodicals		490		20	510
Audio Materials		765		247	1012
Video/DVD		2520		462	2982
CD-ROM		2		0	2
Miscellaneous		24		5	29
Total Circulation					17,161
SERVICE INFORMATION					
		received		provided	
Inter-Library Loans		4,065		1300	
Reference Transactions		393			
Number of Programs Held		66			
Attendance at Programs		1030			
Number of Volunteer Hours		108			
Downloadable Audio		324			
Downloadable Video		3			
Downloadable e-books		598			

REPORT OF THE OPEN SPACE COMMITTEE

The focus of the Open Space Committee in 2012 has been to improve and maintain Hubbardston's conservation areas. This has included creating and maintaining the trails throughout the forests and fields of Hubbardston's conserved and protected lands, in addition to improving wildlife habitat by reclaiming the overgrown field at the Malone Road Conservation Area.

In January, the committee began planning future projects based upon assessments made throughout the preceding year of 2011. Among the projects planned were: building two bridges where the trails crossed streams, creation of new and updated trail maps, clearing and maintaining the present trails, and reclaiming the Malone Road Conservation Area meadow. The many volunteer hours and funds needed to accomplish these projects were provided by the diligent efforts of the committee as well as the invaluable efforts provided by volunteers and town committees.

Many hours were spent designing the bridges, estimating costs and obtaining labor and materials, and the funding options. Committee members' talents were instrumental in designing the trail bridges in order to protect the waterways. Telephone poles and wood were donated for the project, as well as many volunteer hours. The bridge on the Behind the Chimney Trail was planned, created and built by a young man for his Eagle Scout project. It was built under his supervision with help from other boy scouts in his troop. For the second bridge, three bids were also requested, with the lowest bid accepted from Paul Bedau of Yankee Equipment to complete the bridge. Funding came from the Ryder Maintenance account, which was established as part of the process of creating the original Mt. Jefferson Conservation Area. This account will be replenished with funds from a Recreational Trails grant which was awarded to the Open Space Committee due to the exhaustive efforts of committee members. This is a reimbursement grant which means the work must be paid for first and then the town is reimbursed by the grant. The bridges are now complete and create an easily accessible crossing for hikers, non-motorized bicycles, horseback riders and snowshoe enthusiasts.

The committee also began the process of GPS mapping of the trails in order to create a complete and comprehensive map of the extensive trails system created through the Mt. Jefferson and Malone Road Conservation Area. Funding will be covered in full from businesses that paid \$40.00 each to have a copy of their business cards on the back of the maps. This had been done on the original maps, and proved to be a win-win situation for both businesses and the Open Space Committee. Checks were made out to the Town of Hubbardston, and held by the Town Treasurer in the Open Space Committee account designated for trail maintenance or to be used at the discretion of the Open Space Committee for trail-related expenses. The account also holds checks written as very much appreciated donations to the Open Space Committee.

For anyone interested in donating to the account, you may make out a check to the Town of Hubbardston designated to be used by the Open Space Committee for trail maintenance or at the discretion of the committee as needs arise to maintain the trails and conservation area. Checks may be sent to The Town of Hubbardston, Town Treasurer, 7 Main St., Unit 11, Hubbardston, MA 01452.

The committee also researched the design and creation of signs to mark the existing trails, as well as building an informational sign for the picnic area at the Old Gates Farm area of the Mt. Jefferson Conservation area. The area is a central location for the sign, as well as a vantage point of the views of

REPORT OF THE OPEN SPACE COMMITTEE

the rolling fields, meadows, forests, and towns of Hubbardston and Rutland, as well as an unobstructed view of Mt. Wachusett. Materials and labor will be donated by committee members, and the sign will be completed in the spring. Committee members' talents have also crafted beautiful wooden signs which plan to be completed by spring 2013 for the individual trails.

The Malone Road Conservation Area meadow-reclamation project was also completed, which provides a habitat for birds and animals that use the meadow for nesting and food sources, at the same time enhancing its natural beauty. The lowest bid to perform the work of pine and sapling removal, removing slash and brush-hogging the meadow, as well as, upon approval of the Conservation Committee, reclaiming the area of rubbish that was found on the property, was put forth by Paul Bedau of Yankee Equipment. Funding for this project was from the Hubbardston Community Preservation Fund.

The continuous trail work consisting of clearing trails of brush and fallen trees, marking trails, as well as placing water bars across trails to prevent erosion from water, has been performed by committee volunteers throughout the year as needed. Committee volunteers have spent many hard, exhaustive hours removing brush, as well as the limbs and trees that have fallen across the trails. Any volunteers who would be willing to help are encouraged to attend one of our monthly posted meetings.

The continued maintenance and mowing of the trails through the fields as well as the picnic areas of the Mt. Jefferson and Malone Rd. Conservation Areas have been performed voluntarily by the committee, but needs to be addressed for future years. Discussion will be continued going into 2013 as to how this can be continued.

The Open Space Committee would like to thank all the volunteers who have helped us with all their hard work and countless hours, as well as those who have generously made donations for this very worthy cause. We would also like to express our gratitude to the Selectboard, Community Preservation Act Committee, the Conservation Commission, and all town employees who have helped us to keep our beautiful open spaces, recreational opportunities, and pride in the natural beauty we have all come to know and love as residents of Hubbardston.

Respectfully submitted,

Leslie Greiner, Secretary
Jassy Bratko, Chair
Susan Fox
Joe Cataldo
Charlie Clark
Pat Taylor
Peter DeBlois

PARKS COMMISSION

The Parks Commission is responsible for maintaining the public park areas in town: the Curtis Recreation Field that encompasses soccer fields, baseball fields, a walking track, the Rainbows End Playground, and the Skate Park. They are also responsible for Millennium Info Park (Charles Clark Corner), Town Common, Leonard Field and the Mt. Jefferson Conservation Area, as well as other public town property.

The Parks Commission provided park activities and brought community events to the town in 2012 such as the Annual Easter Egg Hunt, now in its 16th year, the 7th Annual Town Wide Yard Sale, and the second Annual Christmas Tree lighting on the Town Common.

The Parks Commission also beautifies the town areas with seasonal decorations at Millennium Park and the Town Common.

The Parks Commission coordinates the scheduling of the recreational fields as well as the gazebo at the Curtis Recreation Field.

The commissioners are the liaison for the town residents to meet the needs of the town parks. The commission meets the 3rd Monday of every month at the Senior Center.

Respectfully submitted for the commissioners,

Sanda Barry
Park Commissioner

FINAL REPORT OF THE TOWN CHARTER COMMITTEE

EXECUTIVE SUMMARY

On June 7, 2010, the Board of Selectmen voted unanimously to create a Town Charter Committee. The committee was constituted in the fall of 2010 and began meeting at the time. Throughout the process, our committee has had four goals:

- Produce a charter that provides all residents with a local government that is transparent, effective, efficient, and responsive, both for the present day and for future generations;
- Follow an open, inclusive, and thorough process that reviews all facets of government, considers all opinions, respects all points of view, researches comparable communities for alternatives, and obtains as much information as possible;
- Write a report to accompany the charter that clearly explains the proposed charter, specific changes that would arise as a result of it, and other policy recommendations from the committee; and
- Strive to complete work in a period that would allow for implementation of the charter on July 1, 2012, pending the approval of the residents of the Town, the legislature, and the governor, as required by law.

Some would argue that the fact that the Town has operated for 244 years without a charter is sufficient evidence that it does not need one. We believe that this is incorrect for several reasons. The most important of these is simply that recent and rapid changes in the demands on municipal government mean the need to find new ways of operating. The basic service demands on municipal government – that is, providing police, fire, roads, inspections, parks, etc. – have not changed, but the way that municipalities are required to provide them has changed and will continue changing. The incredible growth in state and federal mandates, personnel and finance laws, potential liability for mistakes and information technology available means that even continuing to provide the same services requires significant changes in how the Town does business. To reach the level of change needed to handle this, we believe that only a new charter can provide the tools, structures, and fresh start required.

Throughout our work, we heard some concerns from residents that a charter would somehow change the Town's character. As long-time residents of the community, we appreciate and share the concern for maintaining the Town's character. We all choose to live in Hubbardston because of what it is, and we care deeply about it. However, we actually think the writing of a charter is about *preserving* the Town's character, rather than changing it. The charter will allow the government to modernize in a planned and thought-out way, so that the Town itself can maintain its character.

There are many positive things to say about the governance of our Town. We are fortunate to have talented and dedicated public servants working for the Town. We demonstrate the strength of our community through the many dedicated volunteers serving tirelessly on our boards and committees, including some residents who have been volunteering in various

capacities for years or even decades. And we have a politically diverse community with most sides of any issue vigorously defended.

Despite these strengths, the Town faces major challenges, including neglected infrastructure, uncontested elections with low voter turnout, committee vacancies, and frustrations of staff and volunteers. We believe these are occurring because of antiquated structure and processes. As noted, the structure of the Town government is much the same as it was hundreds of years ago. This is true of many towns in the state, and we think that any organization in any sector would struggle to operate efficiently with a structure like that of our local government. In short, we do not believe the current situation is anyone's fault.

While there are many structural issues large and small facing the Town, we think that they can be broken down into the following broad categories:

- Lack of centralized decision-making and communication,
- Lack of time for policy-making, planning, and goal-setting,
- Shortage of capacity for implementation of decisions, and
- Confusion about roles and responsibilities.

In particular, we think that those issues are caused in part by the following specific issues:

- An overburdened Board of Selectmen,
- The large number of boards and committees,
- The large number of independently-elected boards, committees, and officials, and
- A Town Administrator position with insufficient authority and experience to administer the daily operations of the Town.

In order to address these issues, the charter we propose takes the following major steps:

- Increases the size of the Board of Selectmen from three to five,
- Strengthens the role and responsibilities of the Town Administrator,
- Converts some boards and positions from elected to appointed,
- Changes the size of some boards and committees, and dissolves others,
- Forces more accountability through required annual audits and periodic review of laws and policies, and
- Creates a department of public works to bring more efficiency to functions that are currently dispersed and uncoordinated.

Beyond those major changes, the full report explains numerous other changes that we have proposed. We strongly hope you will read both this report and the charter in order to understand and provide feedback on what we have presented.

The writing of this charter was only the first step. Now that it is written, the charter will go to the Board to decide whether to include it on a Town Meeting warrant. Should they approve of it the charter will go before Town Meeting for approval. Should Town Meeting approve it, it will go to the state legislature and the governor for their vote and signature (respectively). Should the charter be approved by them, it will then come back to the voters of Hubbardston for a vote at a local election. This process may seem cumbersome, but that is as it should be, in order for the public to have the greatest opportunity to learn about, debate, and decide upon a charter for the Town. (To read the entire 37 page document; go to <http://www.hubbardstonma.us>)

REPORT OF THE TREE WARDEN

Only one tree hearing was held, on December 13, and permission was granted for the removal of one red oak tree to build a driveway on New Templeton Rd.

National Grid continues to send crews through town to provide line clearance tree trimming, and has also removed several dead and hazardous trees that threaten power lines. National Grid has been very responsive to removing hazardous trees at the request of the tree warden.

National Grid field representative Eric Gemborys along with some of his hired crew and the tree warden planted a new elm tree at the Center School for Arbor Day in April. This tree will replace a tree that died, and is a good specimen for the location in a parking lot island.

The tree warden also had several dead and hazardous trees removed in December. The trees were located on Williamsville Road, Twin Hill Road, Simond Hill Road, Hale Road, and Ed Clark Road. All wood was left for residents.

Respectfully submitted,

Jeff Bourque

REPORT OF THE HUBBARDSTON VETERANS AGENT SERVICES

The following expenditures occurred during this reporting period ending June 30, 2012.

- \$1,000.00 for Salary. This department had no active cases during this fiscal year.
- \$254.88 was spent on flags for Veterans' graves.
- \$35.00 was expended for professional development.

This department has and continues to assist veterans and or their widows in filing for various federal programs such as VA Compensation and or Pension as well as filing for military documentation, request for medals and ribbons and enrollment into the Veterans Affairs medical program.

Assistance has been provided in helping veterans file applications for burial in the Massachusetts Veterans Cemetery in Winchendon.

I am the full-time Veterans Agent for Gardner where I can be reached Monday through Friday. My office hours are 8:00 am to 4:30 pm, Monday through Thursday and 8:00 am to 1:00 pm on Fridays. My phone number is 978-630 4017 and I'm located at 95 Pleasant Street, City Hall, Room 209, Gardner, Ma 01440.

I look forward to serving the veterans of Hubbardston as your Veterans' Agent.
Respectfully submitted,

Phillip D. Buso
Veterans' Agent

REPORT OF THE HUBBARDSTON 250TH ANNIVERSARY COMMITTEE

The Board of Selectmen in 2011 created an ad-hoc committee to begin planning for the Town's 250th Anniversary in 2017. Several meetings were held over the following months and recommendations were made to create a standing committee and request initial funding.

Annual Town meeting on June 5, 2012 approved the following articles:

ARTICLE 25. That the Town will vote to create a Town of Hubbardston 250th Anniversary Committee to help plan, coordinate and authorize functions in conjunction with the Town of Hubbardston 250th Anniversary in calendar year 2017, said Committee to consist of five members, two members to be appointed to initial terms of three years, two members to be appointed to initial terms of two years, and one member to be appointed to an initial term of one year, with all subsequent appointments to be for three years each. Said Committee will upon completion of all business transactions present a final report to the Board of Selectmen and a recommendation that the Committee be dissolved by Town Meeting vote.

ARTICLE 26. That the Town vote to raise and appropriate \$5,000.00 (Five Thousand Dollars and Zero cents) to be deposited into the "Hubbardston 250th Anniversary Fund" for expenses related to the planning of the anniversary celebration.

ARTICLE 27. That the town vote to transfer the balance of \$1,077.19 (One Thousand Seventy Seven Dollars and Nineteen Cents) from the Founders Day Revolving Account (Account # 24-000-1752-000) to the Hubbardston 250th Anniversary Fund established above.

Over the months following Town meeting the Committee started outlining a five year plan to cumulate in a celebration that would be both memorable and a fitting celebration to our Town's history. We have talked with those involved with the 200^h and 225th celebrations to avail ourselves of their knowledge. We encourage all residents to give us their input on how this celebration can be enjoyed by all.

Gary Kangas, Chairman

Martha Holgerson

Ken Green

Ernie Newcomb

Dennis O'Donnell, Secretary/Treasurer

PROTECTION OF PERSONS & PROPERTY

REPORT OF THE BOARD OF HEALTH

The mission of the Board of Health is to promote and protect the public health of all residents in the Town of Hubbardston. This is done through education and enforcement of environmental, public, medical and mental health laws and regulations.

The Board of Health provides enforcement of the State Sanitary Code in the areas of housing, food sales and service, pools and camps. It is also responsible for the surveillance and reporting of communicable disease and the State Environmental Code for wells, septic systems, lead and asbestos abatement and ground water protection as well as the elimination of nuisances. These requirements reflect the principle that many critical health problems are best handled by local officials familiar with local conditions.

We would like to take this opportunity to thank the Wachusett Medical Reserve Corps, directed by Judie O'Donnell. We look forward to another healthy year of serving the residents of Hubbardston.

Respectfully Submitted,

Tom Larson, Chairman

Randy Mizereck, Vice-Chairman

Hayden Duggan, Member

HUBBARDSTON RECYCLING CENTER

In 2012 we served 164 residents and took in \$1975.35 in fees.

Received:

330 gallons of waste oil	15 gallons of antifreeze
24 car batteries	41 oil filters
51 tires	10 household appliances
65 television sets and computer monitors	16 computers
3 scanners	8 printers
9 lawnmowers	3 chainsaws
18 propane tanks	5 stereos
12 microwaves	5 toasters
6 fridges	3.5 gallons of flashlight batteries
6 de-humidifiers	3 air conditioners
2 electric pianos and assorted other objects of various materials	

We have had a fantastic year of recycling in 2012. Compared to the 2011 stats, we raised \$500.00 more in recycling fees and handled 50% more customers. We took in 50% more waste oil for recycling and 50% more TVs than last year. We also took in twice as many computers and three times as many lawnmowers. We have created a positive alliance with Greencycle for electronics and plastics recycling as well as an expanding relationship with Templeton Scrap who buys our ferrous metals and tires for recycling as well. We have cleared large amounts of debris from the recycling yard, and our thanks to Sons of Kristoff for providing a dumpster.

A game camera has proven very successful in providing pictures of trespassers and illegal dumpers leaving things off hours. The staff has been magnificent, and our two paid employees and two senior volunteers have not only risen to every challenge, but have also contributed to the Recycling Center being a friendly and pleasant place to be.

The Freestore also continues to be a popular bonus for many who visit during our scheduled open hours. Cell phones left for recycling have been sent to the "Cellphones for Soldiers" program that recycles phones and provides our troops overseas with cellphone access.

We look forward to another amazing year of recycling in Hubbardston for 2013!

REPORT OF THE FIRE DEPARTMENT

The Fire Department continued its dedicated service to the Town of Hubbardston in 2012. The men and women of the department again committed to many hours of training to prepare themselves for the various emergencies they face in the always changing world of Fire and EMS services. The department responded to 518 such incidents during the year. The department also continued its efforts in fire prevention through public education programs and code enforcement on a daily basis.

In the month of December, the department responded to a report of a motor vehicle accident on Gardner Road at the town line. That evening weather condition deteriorated quickly causing rapid icing of roadways. During the response to the emergency, reports of a person trapped in the vehicle were received. Upon arrival to the scene it was discovered that the vehicle had left the roadway and crashed into several large trees. There were four people injured in the motor vehicle accident, with one unresponsive adult male still trapped in the vehicle. Advanced life support care was given immediately to the patient. Additional ambulances from Woods and a heavy rescue from Gardner Fire were called to assist. Hubbardston Engine 3 arrived on scene and began the difficult extrication. Engine 3's crew utilized the Jaws of Life to quickly free the patient from the wreckage. The patient with life threatening injuries was transported to Heywood Hospital to meet with Life Flight Ground crew. It was later reported to the department through family members, that the patient was recovering well and that the prognosis was a full recovery in the near future. This call is just one example of the importance of the brave men and women of the Hubbardston Fire Department.

Training remained a major focus of the department with many hours spent drilling on Fire and EMS-related duties. Monthly drills were conducted to prepare members for a live burn training that was held in June at the Gardner Fire Department burn building. Also, two members from the 2011 Recruit class successfully completed the Massachusetts Fire Academy Firefighter I/II certification exam. This certification allows them to become full members of the department, increasing our call department staffing which is the backbone of the fire and emergency services in our town.

The department continued its efforts to pursue grants and alternative funding during the year. After a highly competitive application process, FEMA awarded the department \$17,000 to replace our aging and obsolete thermal imaging camera with two new state of the art thermal imaging cameras. These two cameras will be a tremendous improvement in personnel safety, efficiency and performance. The department also received a gas meter and four carbon monoxide detecting meters with over \$4,000 value from a Home Land Security grant. This equipment will dramatically improve our ability to safely and effectively respond to explosive gas, carbon monoxide and other similar incidents.

I would like to thank all of the Town Officials, and members of the Police and Highway Departments; it has been a pleasure to work with them throughout the year. I would also like to express my

appreciation to the residents of the community for their support. Finally, I would like to give a special thanks to the men and women of the Hubbardston Fire Department; they have done an excellent job serving their community and I am as always very proud to serve alongside them.

Respectfully submitted,

Robert F. Hayes Jr.
Fire Chief

Hubbardston Fire Department-Personnel

Officers:

Robert Hayes	Chief	Paramedic
Troy Casey	Captain	Paramedic
James Dixson	Lieutenant	EMT-I
Caleb Langer	Lieutenant	Paramedic
Erik Ares	Lieutenant	Paramedic

Fire/EMS Personnel:

Martin Scott	Firefighter	Paramedic
James Ares	Firefighter	EMT-B
John Demalia	Firefighter	EMT-B
Tina Dixson	Firefighter	EMT-I
Dennis Hamel	Firefighter	Paramedic
Ed Linhart	Firefighter	First Responder
Thomas Power	Firefighter	First Responder
Jeffrey St. Hilaire	Firefighter	EMT-B
Jason Barrette	Recruit/FF	First Responder
Brett Carpenter	Recruit/FF	First Responder
Jeremy Goscila	Recruit/FF	First Responder
Cam Greim	Recruit/FF	First Responder
William Jackson	Recruit/FF	First Responder
Sean Spain	Recruit/FF	First Responder
Ellen Torni	Recruit/FF	EMT-B
Adam Wickstrom	Recruit/FF	EMT-B
Corey Hallock	Firefighter	EMT-B

EMS Personnel:

Peter Laitinen	Paramedic
Pattie Hall	EMT-B

Hubbardston Fire Department – Apparatus Inventory

Engine 1	1993	International	Engine
Engine 2	2001	KME	Engine-Tanker
Engine 3	2007	Spartan	Rescue-Engine
Engine 4	1989	Ford	Engine
Ambulance 1	2000	Ford	Class I
Ambulance 2	2005	Ford	Class I
Car 1	2007	Ford	Command Unit
Forestry 1	1986	Chevy	Brush
Car 2	2007	Ford	Pickup
Trailer	1999	AMC	Haz-Mat

POLICE DEPARTMENT

As the Police Chief for this department, I am pleased to submit the 2012 annual report for the Town of Hubbardston Police Department.

FY 2012 brought about more local aid cuts to the police department. Joining the elimination of community policing funds are highway safety grants and bicycle helmet allocation. This has limited our ability to provide programs to the residents of Hubbardston.

The department continues to focus on quality of life issues, and helping the citizens through these. Many of the breaks into homes that occurred in 2012 have been cleared and we continue to work diligently with any and all information we receive.

The department has continued with exposure through social media, joining our Facebook page we have also added a Twitter account. These tools have proven their worth during several snow storms as well as sporadic power outages. This medium has shown great promise and all are welcome to visit it often.

The department has continued to increase its involvement with the North Worcester Drug Task Force, allowing us access to resources we would not normally have. This has allowed us to focus on drug issues plaguing our community and has resulted in numerous drugs arrests in the last quarter of the year. In August a major marijuana seizure from a house on Twin Hill Road yielded 20 pounds of marijuana. We feel that drug interdiction is an important part of our role in the community.

Also in 2012 the department expanded our full time ranks to 7 officers and trimmed out part time force to 4. Part time officers work hard but there is no replacement for the intense training that full time academy trained officers possess.

The department maintained a presence at the Memorial Day Parade with the officers volunteering their time to represent the Hubbardston Police. We were also present for Field Day, which was also done with voluntary efforts by the police officers. At Field Day we used a donated golf cart provided by Rietta Ranch to simulate driving under the influence. This event was a huge success.

This office remains an active participant in the Comprehensive Emergency Management Team, The Article 2020 Committee, and the North Worcester County Drug Task Force. In addition, this office administrates funding for grants from the Executive Office of Public Safety and Homeland Security.

The regionalization of dispatch, though painful at the time, continues to save the town hundreds of thousands of dollars and the dispatch center continues to improve. In 2012 we saw the addition of the Town of Barre. This makes Rutland, Hubbardston, Oakham and Barre, saving us further funds. We have also seen an improvement in our radio system, with further improvements coming in the future. With pending towers in Hubbardston and Barre we will have excellent coverage as well as improved connectivity between towns, leading to further officer safety.

In closing I want to thank the hard working members of the Hubbardston Police Department for their dedication and vigilance. I feel that they represent the community of Hubbardston with pride and conviction. I would also like to thank the residents of Hubbardston for your support. Through budgetary vigilance we were able to stay within budget and provide the services that you, the resident, deserve. 2013 will bring many of the same challenges to the Town of Hubbardston. Crime is a constant reminder of the society we live in and that no community is

immune. Our goal is to be as vigilant as possible to secure your continued safety. I believe we are well prepared, and dedicated, to meet these challenges and serve the residents of Hubbardston. I am truly honored by the loyalty and dedication of the officers of the Hubbardston Police Department and the residents of this great town. I look forward to 2012 and the upcoming challenges that await us, I am confident that the men and woman of the Hubbardston Police Department are well equipped to handle any type of situation we are placed in.

“The police are the people, and the people are the police.”

OUR MISSION STATEMENT

The mission of the Hubbardston Police Department is to provide the highest quality of police service, in cooperation and partnership with the business and citizen community emphasizing integrity, fairness, and professionalism. It is our goal to have a positive impact on the quality of life for the residents and businesses in Hubbardston.

Respectfully submitted,
Chief Dennis G. Perron

**POLICE DEPARTMENT
&
COMMUNICATION CENTER**

2012 Police Department Personnel



Chief of Police

Dennis G. Perron

Police Clerk

Debra Chamberlain (Left December 1st)

Kori Stuart (Began December 1st)

Full-Time Officers

Sergeant Ronald Newton

Sergeant Robert Forte

Detective Ryan Couture

Officer Timothy Miner

Officer Nicholas Malnati

Officer Fagundes (Left 12/31/2012)

Officer Scott Chatigny (Began 12/31/2012)

Part-Time Police Officers

Ofc. Scott Tibert

Ofc. Kevin Mailman

Ofc. James Halkola

	2010	2011	2012
Total Calls for Service	12,586	14398	9465
Criminal Offenses	507	488	426
Motor Vehicle Accidents	83	90	78
Motor Vehicle Civil Citations	164	136	264
Motor Vehicle Written Warnings	181	143	226
Motor Vehicle Verbal Warnings	676	512	630
Stolen Motor Vehicles	4	3	3
Larceny/Fraud	30	32	28
Break & Entering	18	21	24
Disturbances	74	91	82
Domestic Disputes/Assaults	27	21	31
Restraining/209A Orders	27	18	21
Restraining Order Violations	9	6	3
Vandalism	17	32	45
Aid to Public	648	704	693
Suspicious Activity	123	184	204
Fire Arms Permits	69	124	132
Narcotic Violations	38	44	38
Animal Complaints	324	310	298
Burglar Alarms	79	91	95
Medical Emergencies	245	230	254
Juvenile Runaways	5	1	3
Juvenile Criminal Offenses	50	28	13
Building/House Checks	1922	1949	4096
Assist Other Police Departments	145	173	144
Burglary	21	19	14
Missing Persons	8	4	5
Investigations	355	309	411
Warrants Served	6	11	6
Summons Served	41	40	69
Total Criminal Arrests/Complaints	131	146	133

POLICE AND DISPATCH EQUIPMENT

2 Desks	6 Training Room Tables	
Misc. Chairs	21 File Cabinets	
Misc. Office Furniture	1 Copy Machine	1
Fax/copy/scanner Machine	3 Stop Sticks	
1 Conference Table	1 VCR	
1 DVD/VCR	3 Mobile Data Terminals	
3 Lap Tops	9 Computers	
1 Server	1 Conference room table	
Misc. Medical Supplies		
1 Ammo Cabinet		
Paper Shredder	Leaps/NCIC Computer	
Breathalyzer	3 Portable Breath Tester	
2 Base Radios	4 Mobile Radios	
13 Portable Radios	2 Radio Repeater System	
Highway Base Radio	Fire Base Radio	
CB Radio	2 X26 Tasers with cartridges	
Telephone Recording System	Traffic Speed Monitor	
3 Mobile Radar Units	2 Handheld Radar Unit	
2009 Ford Crown Victoria Cruiser	2011 Ford Crown Victoria Cruiser	
2007 Ford Explorer 4x4	2009 Ford Explorer 4x4	
2003 Polaris ATV	2003 Utility Trailer	
Misc. Cruiser Equipment/Supplies	4 GPS handheld units	
3 Portable Defibrillator	4 Hand Held Weapon Detectors	
Misc. Flashlights	3 Mossberg 12ga shotguns	
18 Glock 45 Cal Handguns	4 Bushmaster AR-15 Rifles	
Electronic Weapon Cleaning System	Misc. Police Equipment	
35mm Camera	5-Digital Cameras	
1-Video Recorder	Misc. Lockers	
Misc. Crime Scene Equipment	Night Vision Goggles	
Infrared Camera	Undercover Body Wire System	
Power Point Projector	2 Speed minders	
1 LCD training TV	1 Trail Camera	
1 Gun Safe	1 Air Cleaner	
2 DVR recording system w/ 8 cameras		

PLANNING

PLANNING BOARD 2012

The Planning Board faced many new challenges this year, starting with the approval of two (2) Special Permits.

The first special permit the Planning Board approved was a Fire Radio Tower located on Mt. Jefferson Road. The other was an Earth Removal special permit, which is required under the revised bylaws effective Sept. 2010. This is located on Pitcherville Road.

Another new undertaking the Board faced was the newly enacted Site Plan approval for Large-Scale Solar Photovoltaic Installations (2010). Two large projects were presented to the Board, one on Pitcherville Road and the other on Williamsville Road.

In November a public hearing was held for the repair and rehabilitation of eight miles of roads in Hubbardston. A Supplemental Transportation Rural Assistance Program (STRAP) Grant and a Chapter 90 program helped fund the project for the town. The roads for this project consist of Ragged Hill road, Hale road, Healdville Road and Grimes Road.

The Board has member representatives on the Low Impact Development (LID) Bylaw Committee, Montachusett Joint Transportation Committee and Montachusett Regional Planning Committee.

The Planning Board continues to work on various aspects for enacting Low Impact Development (LID) and Accumulation of Junk bylaws within the town.

6 ANR plans were submitted and approved.

1 Special Permit for a Kennel License was approved.

Respectfully,

Mark Dymek, Chairman

Peter Jefts

Peter Carmosino

Denis Halfrey

Caleb Langer

Vincent K. Ritchie – Alternate member

2012 REPORT OF THE BOARD OF APPEALS

The Board of Appeals consists of 5 voting members and 1 associate member who may exercise full voting rights in the absence of any regular member. All members are appointed by the Board of Selectmen. The Hubbardston Zoning Bylaws, Article 12, Section 12.2, gives the Board the power to hear and decide on appeals, and to hear and decide petitions for variances.

Variances: As an extraordinary remedy with respect to particular land or structures, the Board of Appeals has the power to grant a variance from the Hubbardston Zoning Bylaws. The petitioner must show a substantial hardship based on specific circumstances in order to be granted a variance. (M.G.L. Chapter 40A, Section 10)

Appeals: Any person who feels they have been wrongfully denied a permit or has been served with an enforcement order may appeal that decision to the Zoning Board. An appeal must be filed with the Town Clerk within 30 days from the date of denial or enforcement order. (M.G.L., Chapter 40A, Section 8)

For either an appeal or a variance, the petitioner must file an “Application for a Public Hearing Before the Board of Appeals” at the office of the Town Clerk with the required fee and additional documents as listed on the application. The application form and instructions are available from the Town Clerk or online at www.hubbardstonma.us. When a complete application package has been received, a public hearing is then held according to state laws.

Officers for 2012 were Chairman Edward Blanchard, Vice Chairman John Prentiss, and Scott Janssens, Clerk.

Public Hearings and Meetings Held in 2012- Two meetings were scheduled by the Board of Appeals during 2012 resulting in the denial of two variances.

January 5: A public hearing rescheduled from December 15, 2011 was held on a variance application from Callie DiVico seeking relief for property off Selfridge Lane without the required frontage. The hearing was closed and it was voted 4-0 to deny the variance.

April 12: A public hearing was held on a variance application from the U.S. Postal Service for a monument sign installed without the required setback from the front property line. The contractor had a permit to erect the sign but when installed, it was placed partially on the public right-of-way. The Board voted to deny the variance 4-0 as they cannot grant a variance for a structure located off the subject property.

Message from the Chairman

This was a quiet year for the Board of Appeals with only 2 public hearings necessary. I would like to thank the Board for their participation and attendance at hearings this year. We look forward to serving the Town on zoning matters in the next fiscal year.

Respectfully Submitted for the Board by
Joyce Green, Secretary

Edward H. Blanchard, Chairman
John K. Prentiss, Vice Chairman
Scott M. Janssens, Clerk
Andrew R. Baum
William J. Homans
William C. Fernekees, Associate Member

Inventory: 1 - GE Model #3-5364A Battery Operated Cassette Recorder

EDUCATION

QUABBIN REGIONAL SCHOOL DISTRICT SUPERINTENDENT OF SCHOOLS

The 2011-12 school year was one during which the school district not only completed a number of important projects, but also continued to pursue new opportunities in order to improve the schools within the district.

The district completed the replacement of both the metal panel system cladding the exterior of the middle/high school and the expansive cafeteria atrium roof at the high school. The project was partially (57%) grant funded by the Massachusetts School Building Authority (MSBA). These capital repairs were completed at a cost below original estimates. The district also sought and received an additional Green Repair Grant from the MSBA to repair and replace the Ruggles Lane Elementary School roof. While the grant was awarded and the project approved at the annual town meeting in Barre in June, 2012, construction will not begin on this project until late spring of 2013.

The district continued to receive grant funds from the state and federal government to support important educational programs at the high school. Specifically, the district received funds to continue programs designed to address the needs of students at risk of dropping out of school. Programs supported by the MASSGRAD grant have encouraged students and improved the graduation rate at the high school of the class of 2011 and 2012.

In addition to MASSGRAD grant funds, the district has also used its funding from the Race to the Top grant program to continue the process of expanding the high school's program of studies by adding the International Baccalaureate (IB) Programme for eleventh and twelfth grade students. Next year, the high school will host its final event in the process required to gain approval to offer the IB course of studies to Quabbin students. Pending final approval in the spring of 2013, students will gain access to the IB course of study in the fall of 2013. While the aforementioned programs have already provided both teachers and students with new and valuable education experiences, we estimate the future impact of these two new initiatives to be even more significant. Most importantly, the grant money used to fund these programs is available for a number of years and will enable the school district to continue to expand important services to students without burdening the district's limited operational budget.

While the district was fortunate to receive additional grants to improve academic programs and replace failing infrastructure, all of our efforts to improve the quality of educational programs and to repair school buildings continued to be thwarted by the on- going impact of the deepest economic recession in 75 years. As a result, working with the member towns to fund a school budget sufficient to meet student needs proved challenging. Sadly, cost saving measures (reducing force, eliminating programs, etc.) failed to close the budget gap between what the member towns felt they could afford and what the district knew it needed to meet student needs. As a result, a school budget was not finally approved until late November and many town meetings.

The 2011-12 school year also continued to see a change in the demographics of the students who attend school within the Quabbin Regional District. Kindergarten – 12 student enrollment continued to decline and we welcomed new students whose first language is not English. We are required to provide special instructional activities for these students. Thus, we continued to develop and implement an English Language Education (ELE) Program to provide these students with mandated services. Also, the number of students who qualify to receive free and reduced lunch continued to increase significantly in the elementary schools in both Barre and Hardwick. These increases in students qualifying for the free and reduced lunch program resulted in the mandate to establish a breakfast program at several elementary schools within the district.

While economic uncertainties continue to sap our time and attention, we are committed to finding ways to strengthen present and to develop new educational programs dedicated to preparing our students for successful citizenship within a global society.

In short, we have and will continue to seek financial support so that we might continue to chart an exciting and inspiring path for the Quabbin Regional School District. We must build on our historic strengths and move in bold new directions. We must find ways to ensure excellence and financial sustainability by seeking innovative ways to focus and deploy our energy, funding, and human capital. As always, our goal is to establish the schools of the Quabbin Regional School District firmly among the state's top performers where student achievement in the traditional academic core is enhanced with educational opportunities designed to prepare all students for success in the 21st Century and, with your help, who would dare bet against us?

Respectfully submitted,

Maureen M. Marshall
Superintendent of Schools

QUABBIN REGIONAL HIGH SCHOOL END OF YEAR REPORT 2011-2012 SCHOOL YEAR

Opening of School

The school year opened smoothly. The teachers returned on August 29, 2011 with all members of the district for opening day activities. The faculty and staff participated in professional development that day and prepared for the students' arrival. Classes began for all students in grades 9, 10, 11, and 12 on August 30, 2011. The freshmen participated in a LINK Crew program for the day. Faculty and staff were in place; and we were ready for another exciting year. The facility was in pristine condition thanks to Clare Barnes and her staff. They worked very hard during the summer to repair and refresh the high school.

Below is a summary of our opening day statistics for the past two years:

	2011-2012	2010-2011	Inc/(Dec)	% Change
Grade 9	223	234	(11)	(4.70)
Grade 10	212	219	(7)	(3.20)
Grade 11	203	238	(35)	(14.71)
Grade 12	224	223	1	.45
Total	862	982	(52)	(5.69)

Staffing

We have a number of new employees at the high school who are replacing staff who retired, resigned, or took a new position within the district:

Lauren Trigero, Regina Trumbull, Jesslyn Lapati

School Council

The High School Council met several times during the course of the year. The council reviewed the progress made toward meeting the goals of the 2010-2012 School Improvement Plan. In addition, the council also worked to review the Student Handbook changes, as well as review the FY 2011 budget and its impact on the high school. As always, school council meetings are open to the public and we encourage anyone who is interested in serving on the council to call the high school office and make their interest known.

Massachusetts Comprehensive Assessment System (MCAS) At the time of graduation this year, 100% of the members of the class had passed MCAS and met that state-mandated graduation requirement. Congratulations to all students and faculty for that great accomplishment.

MCAS Results Review

Percentage Break Down									
	Failing		Needs Improvement		Proficient		Advanced		
	QRHS	State	QRHS	State	QRHS	State	QRHS	State	
ELA									
2011	2%	3%	5%	9%	47%	51%	46%	37%	
2010	0%	3%	6%	12%	56%	51%	38%	33%	
2009	1%	4%	12%	18%	55%	52%	32%	26%	
2008	1%	4%	14%	21%	53%	51%	32%	23%	
2007	0%	6%	17%	24%	49%	49%	34%	22%	
2006	3%	7%	23%	24%	62%	53%	12%	16%	
2005	2%	11%	24%	25%	40%	42%	34%	22%	
2004	4%	10%	21%	27%	51%	44%	23%	19%	
2003	3%	12%	25%	28%	55%	41%	17%	20%	
2002	6%	14%	21%	27%	48%	40%	25%	19%	
2001	7%	18%	25%	31%	49%	35%	20%	15%	
MAT									
2011	4%	7%	16%	15%	26%	28%	54%	50%	
2010	2%	7%	17%	18%	32%	29%	49%	45%	
2009	1%	7%	12%	17%	31%	25%	57%	50%	
2008	3%	9%	18%	19%	31%	29%	48%	43%	
2007	3%	9%	15%	22%	29%	27%	53%	42%	
2006	6%	12%	17%	21%	30%	27%	47%	40%	
2005	4%	14%	27%	24%	27%	27%	43%	35%	
2004	4%	15%	21%	28%	36%	28%	39%	29%	
2003	5%	21%	21%	28%	39%	27%	35%	24%	
2002	13%	25%	40%	31%	30%	24%	17%	20%	
2001	11%	25%	35%	30%	38%	27%	15%	18%	

We met the AYP Goal for the May 2011 MCAS Administration.

Student Accomplishments for school year 2011-2012

The Quabbin Music Department began its season of concerts with their annual Faculty Recital in October. The season continued with concerts featuring the Quabbin Singers, the Concert Chorus, the Symphonic Winds, the Jazz Ensemble and the Orchestra. As the year progressed, the students participated in many events including Central Districts, Winter and Holiday Concerts, All States, Quabbin Valley, Choral Festival, Band Festival, String Festival, Senior Instrumental Night, and Senior Vocal Night. The Music Department also provided the music for our graduation week activities and as always did a fantastic job.

On Tuesday, November 15, 2011, the Guidance Department, in conjunction with the Massachusetts Educational Financing Authority (MEFA), sponsored a college financial aid information night which was very well attended by parents, guardians, and students. An Ambassador for MEFA presented the various aspects of the financial aid process including the FAFSA (Free Application for Federal Student Aid), the CSS/Financial Aid Profile, how to compare financial aid award letters,

and alternative financial aid options. In addition, the Guidance Department presented information on outside and local scholarships.

Quabbin Navy Reserve Officers Training Corps (NJROTC) had another successful year, once again receiving national recognition as a Distinguished Unit with Honors for academic performance and overall excellence. It was the 7th consecutive award bestowed upon Quabbin. It was a terrific year of academic excellence, participation and performance. The following is a synopsis of NJROTC activities and accomplishments for AY 2011/2012:

- New Cadet Orientation for 36 new Cadets
- Basic Leadership Training (Mini-Boot Camp) at Fort Devens (42 Cadets)
- Orange Harvest Parade (60 Cadets) – First Place Drill Unit
- Annual Inspection by CDR Jamie Godwin of Holy Cross College (96 Cadets) – Zero discrepancies
- Veterans Day Parade in Barre (40 Cadets)
- Four Drill Meets (40 team members)
- Spaghetti Dinners in December & March
- NJROTC Ball at Colonial Hilton (120 Cadets and Students)
- Annual Awards Ceremony and Farewell to Seniors (96 Cadets) – 16 Seniors “Piped Over the Side”
- Memorial Day Assembly for Quabbin Regional High School – Over 650 in attendance
- Memorial Day Parade in Oakham (78 Cadets)
- Hawaii/Pearl Harbor Spring Break Field Trip (32 cadets)
- Leadership Academy/Sail Training Newport, RI (8 Cadets)
- Flag Retirement Ceremony Worcester (9 Cadets)
- Color Guard at Boston Celtics, Worcester Emerald Club and Armed Forces Committee of Worcester County (5 Cadets at each)
- Development of POW/MIA team (5 Cadets)
- Marksmanship Team attended three meets (10 Cadets)
- The Unit completed over 2,000 hours of community service.

The Quabbin Composting and Organic Gardening Program continued to realize their major goals this past year. During the summer, student volunteers spent Saturday mornings selling garden produce at the Barre Farmers’ Market and distributing information about home composting. Customers gratefully bought sugar snap peas, baby carrots, herbs and cucumbers, and often stopped to talk about the Quabbin program or discuss composting techniques.

Quabbin continued their work on their advisory program, a popular innovation in education nationwide, which was implemented in the spring of 2010 at the high school. Advisories consist of small groups of students who meet with one faculty member frequently throughout their four years of school. The program aims to provide each student with an adult member of the school community as a supportive resource. This year the advisory was also used to implement our anti-bullying program based on the Michigan Model.

On Friday, June 8th, under a threatening sky, Quabbin Regional High School issued diplomas to 208 students. Of the 208 graduating seniors, 165 (80%) plan to continue their education; 115 (56%) plan to attend a 4-year college; 42 (20%) plan to attend a 2-year college or institution; 8 (4%) plan to attend a certificate program; 11 (5%) plan to enter the military; 32 (15%) plan to enter the work force full time.

Respectfully Submitted,

Gregory J. Devine, Acting Principal

QUABBIN REGIONAL MIDDLE SCHOOL END OF YEAR REPORT 2011-2012

This year one new staff member was added to the middle school faculty. Rebecca Robidoux joined us as middle school special education teacher after Nicole Durand resigned. She comes to us from the Department of Education.

To welcome students and parents to the Middle School, seventh grade orientation night was held on Monday, August 29, 2011. Student schedules were distributed and a mock schedule was followed so that parents and students could meet teachers and learn classroom expectations. Attendance was extremely high. Parents and students look forward to the orientation nights, which seem to lessen the anxiety of a new school year.

For eighth grade student and parents, "Welcome Back Night" was held on Tuesday, August 30, 2011. Student schedules were distributed and a mock schedule was followed so that parents and students could meet teachers and learn classroom expectations. Information about the spring Washington, D.C. trip was given during this night.

On Tuesday, August 30, 2011, we welcomed 218 seventh graders and 247 eighth graders. This made the total Middle School student enrollment 465 on opening day.

Middle School Extracurricular Activities

The Middle School has continued its community involvement through "Trick or Treat for UNICEF" and donations of canned goods, collected at Middle School dances, to benefit local food banks.

Jessica Dwelly won the local Geography Bee held at Quabbin Regional Middle School on January 11, 2012. Although Jessica did not move on to the next level, we are extremely proud of her accomplishment.

On March 7, 2012, middle school students attended an assembly with Cameron Clapp, motivational youth speaker. Cameron is a multiple amputee who spoke to students about "Impossible is an Opinion, not a Fact". His presentation showed what determination and a positive outlook can achieve.

The arts are an important part of the curricula and co-curricula activities at the middle school. Artwork from middle school students was entered into the Boston Globe Scholastic Art Competition. The following students submitted pieces for this competition: Olivia Jannine, Nathan Oldakowski, Kaitlyn Roberts, Maura Shea, Brianna Stevens and Abigayle Wright. Students also participated in the Gardner News Art Show. Third place went to David Walsh and Grace Franklin received honorable mention. Student art decorates the halls and office of the middle school. Several vocal and instrumental concerts were held throughout the year. Middle School Central District Music Festival Auditions were held in February. Congratulations to Julia Tuttle and Zoe Bates who were selected to the Central District Chorus. They were unable to participate due to schedule conflict the 8th grade Washington, D.C. trip.

May 24 through May 25 was the date for the grade seven overnight. Students began the evening moving through stations where they experienced elements of Chinese culture, Ecuadorian music, a tour of the inside of a giant National Geographic globe in the high school gym and African dancers. Activities later in the evening included competitive games in the gym, a talent show, a

geography bee and a movie.

In June, Yoko Kawashima Watkins, author of So Far From the Bamboo Grove, visited with our social studies classes discussing her life as a young Japanese girl who was forced to flee North Korea at the end of World War II.

June 14 was the date of the seventh grade field trip to Canobie Lake Park. Before the trip students studied the “math of an amusement park”.

MCAS TESTING

On March 20, 2012, students in grade seven completed the long composition portion of the MCAS tests. On March 21 & 22, both seventh and eighth graders completed the ELA MCAS tests. The testing resumed on May 8 through May 16. Grade seven completed the math test. Areas tested in grade eight were Mathematics and Science & Technology/Engineering. We received the results of these assessments in the spring and summer of 2011.

Sixth to Seventh Grade Transition

To help with the transition from grade 6 to grade 7, parent orientation nights were held in the elementary schools in the district. The purpose is to give parents an overview of the academic program, extracurricular activities, and to give some pointers before their children enter the middle school. The second transition activity was “Step Up Day” on June 8. During this day students followed a mock schedule which included pictures and measurements in math, a tour of the building, and friendly competition in the middle school gym. August 27, 2012, was orientation night for both parents and students.

The staff of the middle school would like to thank the Quabbin Regional School District community for the support that has been given to our students and our school.

Respectfully submitted,

Susanne R. Musnicki
Principal

Principal's Report Hubbardston Center School
School Year Ending June 2012

The Hubbardston Center School provides a supportive learning environment that encourages students to achieve high levels of academic performance at each grade level as defined by state and local standards. To achieve this Hubbardston Center School faculty and staff implement challenging curriculum. Diverse teaching methods provide equal opportunities for all students to meet grade level expectations and encourage lifelong learning. We encourage communication and active involvement with parents, guardians and community members. The school community demonstrates mutual respect for all members. To this end, students, staff and the administrator will strive to develop a sense of ownership and pride in their individual and collective achievements.

The enrollment history at the close of the school year for the past seven years is as follows:

Enrollment history

2005-2006	483 Students
2006-2007	472 Students
2007-2008	471 Students
2008-2009	450 Students
2009-2010	434 Students
2010-2011	400 Students
2011-2012	375 Students

Average class size and grade configuration

Average Class Sizes 2011 - 2012		
Grade	# of sections	Average number of students per section
K	2	21
1	2	22
2	2	18
3	3	19
4	3	21
5	3	21
6	3	24

Staffing

Although we did not add any new positions in 2011-2012, the school year brought two new staff members to our team due to retirements and vacancies. Barbara Bevers was our new secretary replacing Mary Quinlan who retired in June 2011. Dr. Audette resigned in June 2011 and assumed the responsibilities of principal of Holy Name High School. Sherry McDonald has joined the HCS team to replace Dr. Audette. HCS bid a sad farewell to Barbara Bevers in June as she moved to Arizona.

Hubbardston Center School Parent/Teacher Organization

The Hubbardston Center School Parent/Teacher Organization, PTO, is the parent teacher organization for the Hubbardston Center School. They are a vital part of our school community hosting monthly programs for students and community members such as a Family Goblin Night, Spaghetti Supper and Family Fun Night Dance, Scholastic Book Fair, Movie Night, Mother/Son Bingo, and Father/Daughter Dance. The PTO organizes fundraising events to assist with field trips for students and other cultural programs. Meetings are noted on the school's website and listed in the monthly school newsletter. If you would like more information about the PTO please contact the school.

School Council

Meetings are held four or more times per year as needed. Regular agenda items include discussions about budget issues, student assessment and the annual School Improvement Plan. Meetings are always open to the public. They are posted at the town office and publicized in the weekly school news and the Hubbardston Center School calendar on the District website at www.qrsd.org. The school council was involved with the formulation of the 2012-2013 HCS budget. Program needs and building issues were reviewed and prioritized.

Curriculum and Learning MCAS Performance 2012

2012 Accountability Data-Hubbardston Center

Hubbardston Center School Accountability and Assistance Level
Level 2

Not Meeting Gap Goals

On Target=75
All Students = 91- Met Target
High Needs Students= 71- Did not Meet Target
Students with Disabilities=51-Did Not Meet Target
White= 95 – Met Target

Data was analyzed and an action plan was developed and implemented in September to address the need for improvement in MCAS performance. Data from the MCAS, curriculum benchmarks and formative assessments were used to determine grouping and instructional needs. Professional development and trainings focused on strategies for answering open response questions in both ELA and Math. A Response to Intervention program began in September using data collected to offer extra support to students in need in both ELA and Math. Students have been monitored for progress each month to insure that they are making adequate gains and to adjust instructional practices as needed.

Extra-curricular Activities, Programs & Events

Nature's Classroom- In the month of October, sixty fifth graders attended Nature's Classroom a residential environmental education program in Yarmouthport, MA. Students spend five days living and learning together developing a sense of community, confidence in themselves and an

appreciation for others that carries over to the school community. While at Nature's Classroom, students take an active role in their education by participating in exciting hands on motivational activities which are both academic and fun.

Music- All children from grades K – 6 attended one 45 minute class of music instruction each week. Singing, rhythmic activities, note reading, music theory, folk dancing, music history and music appreciation were taught throughout the grade levels. All third grade students learned to play the recorder as a hands-on method of learning to read music. The Winter Concert highlighted the K – 2 students and the Memorial Day Concert featured grades 1 – 3. Grades 4 - 6 held their own observation of Memorial Day by singing songs and giving speeches around the flag pole, led by Mrs. Afonso, Dr. Killough-Miller. The sixth grade spent time in the winter creating their own commercials, videotaping and then analyzing them. Then they worked on preparing for Recognition Night where they presented three songs, with accompaniment by Isabelle Pitney and Raymond Barbara. Three after-school music groups were offered. Jazz Band, directed by Dr. Killough- Miller; Advanced Recorders, directed by Mrs. Afonso; and Select Singers, directed by Mrs. Afonso. Each of these groups is designed for students who wanted to progress further than the regular school groups of singers and instrumentalists. The Select Singers performed at the school Band/Chorus/Orchestra Concerts and were invited as guest singers at the Winter Circle of Song Concert in Barre as well as singing for the Spring Festival for the Hubbardston Historical Society. Select Singers sang at the Hubbardston Senior's Veteran's Day Luncheon in the fall and held their own recital. Our Chorus of 60 students met once a week for 45 minutes and included students from grades 3 - 6. The grade 3 and 4 chorus members practiced at a different time than grades 5 and 6, but had an overlap time of 15 minutes. Our school chorus participated in the Quabbin Choral Festival in March and in April we sponsored our own annual Quabbin Music Festival for local elementary bands, choruses and orchestras. Our April Festival hosted 3 choruses, 3 orchestras and 1 band and provided workshops and assessments from professional conductors along with an opportunity to hear their peers perform from other schools. The afternoon was spent as a social time at Roll-On-America. One of the highlights of our year in chorus is the Old-Fashioned Caroling we do each year down the Main Street of Hubbardston on the Monday night before Christmas, singing at people's homes and ending with cocoa and cookies at the school cafeteria!

Band and Orchestra-The band and orchestra lead by Russell Killough-Miller have performed many concerts, competed in music festivals, and entertained us at assemblies and performances. In March, the jazz band performs at the Dennis Wrenn Jazz Invitational, a music festival created by the Hubbardston Center School and Narragansett Regional School music staff. Each group's performance is rated by professional adjudicators in the jazz field, a clinic is given, and individual soloing awards are bestowed on students. A number of advanced band and orchestra students are involved in many school activities outside the usual rehearsal schedule including strolling carol performances in December, a Memorial Day program in May, a String Fling in the spring which includes many adult community members, and the Recognition Program in June. We have over 50 students who take music instruments at the Hubbardston Center School and we are proud of their accomplishments

Destination ImagiNation Inc. -or DI is a creative problem solving organization for youth and adults. Destination ImagiNation's educational goals are to foster creative and critical thinking, to develop teamwork, collaboration and leadership skills, and to nurture research and inquiry skills involving both creative exploration and attention to detail. The program is open to students from elementary school through college. Teams of up to seven members compete in various challenges that require complex thinking, problem solving, teamwork and creativity. We had three teams last year and the DI Dingoes placed second in the Region 1 competition. We are grateful to Kerry Bart-Raber our art teacher who organizes this exciting program for our students each year.

PE- The Physical Education department introduces lacrosse, flag football, soccer and ultimate Frisbee during the fall months. By mid-year basketball is introduced and practiced in grades 3 - 6. Our younger grades work on their individual skills, having fun with the parachute and cooperative games.

Art- Under the direction of Kerry Bart-Raber our art department implements the curriculum frameworks by providing opportunities for students to express themselves with two dimensional and three dimensional media, as well as through the study of historical aspects of art. Students are encouraged to think inventively and reflect as they work to understand the role of the creative process in their own work and the work of others. On occasion students are invited to participate in different submissions for contests. During the 2011-2012 school year, Sarah Gregory won the Youth Art Month State flag contest. Students from HCS also had work submitted to the Worcester Art Museum for display.

Extended Day- The Hubbardston Center School houses a year-round Extended Day program, opening at 6:30 am and closing at 6:00 pm including school vacations. During the 2011-2012 school year this program served over 80 students. The program is run by Kari Sacramone and provides a well-balanced stimulating environment for students. The program maintains a structured, yet free choice environment for children in grades K - 6. Children in the program are introduced to a wide variety of activities to include homework assistance, theme days, weeks and months, special programs and in-house events, field trips, gym time, computer/library time, creative arts and cooking as well as developing life skills through the activities, curriculum design and focus on the 6 Pillars of Character. The morning session is relaxed giving students time to complete homework, have breakfast, enjoy free play with friends or go to the gym. The afternoon session begins at 2:50 p.m. when school lets out and runs until 6:00 p.m. The extended day program also operates for 8 weeks during the summer months. Throughout the school year students are offered homework help and enrichment activities. During the summer months weekly field trips are planned as well as other activities to keep students minds and bodies sharp and healthy. The Hubbardston Center School Extended Day Program provides a safe, fun and enriching environment for parents looking for services beyond traditional child care or babysitting during before and after school hours.

Media- Every class comes to the library for a 45 minute computer lesson as well 20 minutes of library time to take out books and read. The Hubbardston Center School library currently has 1,303 entered materials; including fiction, non-fiction, picture books, teacher and standard reference materials, videos and CD's. The room houses a lab with 27 computers, smart board technology for instruction, and two portable lap top carts. The curriculum for the media classes includes the following:

- Kindergarten and First Graders learn parts of a computer, logging onto the computer, using online math manipulative games as well as reading games.

- Second Graders learn about Microsoft Word. They learn how to change the size and font in their names. They will master logging into the network, logging into Fast Math, Go Math and Type to Learn.
- Third Graders work on their Third Grade Yearbook: This year-long project involves many different typing projects in Microsoft Word. Third graders will learn about size, font, underlining, inserting clip art and inserting their pictures.
- Fourth Graders created a "4th Grade Travels the USA" PowerPoint Presentation. They researched the Northeast States and created a slide for each state in this region.
- Fifth Graders started off the year experimenting with Google Earth. They learned about latitude and longitude and pinpointed points on a map. They created a Haiku using their Nature's Classroom photos and learned how to use Microsoft Publisher.
- Six Graders completed a unit on Excel Spreadsheets. As an introduction to spreadsheets students created a spreadsheet of all birthdays in their class as well as a favorite sports. They manipulated cells, columns and rows and created a line and bar graph. Students then created a spreadsheet mapping Hubbardston's October weather. They collected, entered and devised graphs to show high and low temperature and precipitation.

Student Council- The student council is a group of Center School students in grades 4, 5 and 6 who represent each homeroom. The council has elected officers; President, Vice President, Secretary, Treasurer and Sargent at Arms. Meetings are held weekly from 7:30 - 8:10. The group currently has 32 students and four advisors; Mr. Newton, Mrs. Coons, Ms. Beaudet, and Mrs. Beaudry. Their mission is to promote school spirit in all grades, act as student representatives for community projects, and to investigate and contribute to organizations in need of assistance in any way possible. The Student Council was formed in January of 2010 by Dr. Audette, with the help of Kristen Coons and Ted Newton. In this first half year interested students were asked to run for student council. There were 2-3 representatives from each of the 4th, 5th, and 6th grade classes. During that first year the council held a spirit week for the entire school. The student council sponsored a "Laps of Love" day in honor of three families that had experienced the loss of a family member during the previous school year. Laps of Love buttons were created with artwork from a student council member, Sarah Gregory. These buttons were sold to students and community members. At the annual HCS Field Day, students and teachers walked three laps in remembrance of these community members. Over \$1,000 was raised and donated to trusts in honor of: Maureen Bedard, beloved mother of HCS students Hannah, Brendan, and Ellie Bedard; Jimmy McDonald, husband of HCS teacher Tracey McDonald and her three children Rachel, Lauren & Garrett; Daniel Davis, former HCS student and brother to Amena, Seth, Cedric & Joseph Davis, all members of the HCS. Compilation and creation of DVDs with photos of the fifth grade Nature's Classroom Trip: DVDs were sold to help raise money for next year's group. Spirit Days - held throughout the year including (tie-dye day, 70's day, Hat day, and HCS colors day).

Homework Club-Hubbardston Center School offers a weekly homework club for students who need extra help with homework assignments. Students can take part in this program after school Monday through Wednesday.

Volunteers- Hubbardston Center School is fortunate to have over 25 faithful volunteers who assist students and teachers in a variety of ways. Volunteers can be seen listening to students read, practicing skip counting, working on projects or assisting with special crafts. We are fortunate to have such a strong group of parents who are always willing to lend a hand in the activities of our school.

The Hubbardston Center School Composting and Organic Gardening Program has approximately forty student volunteers in grades 3-6 who collect leftovers each day from four lunch periods and take this organic material out to composting bins. There they mix the leftovers with dead leaves from the school grounds or wood shavings to create the perfect balance for microbes who will feast on the pile. The outcome of this feast is the world's best garden fertilizer. Since 2005, over six tons of leftovers a year are composted from the school's lunches and recycled into rich compost used in the school's garden. The composting program is lucky to have Karen DiFranza to direct the program along with several other supportive community volunteers who come into the school to oversee the students as they perform their composting duties.

First Grade- Students in grade one entered the Gardner News Essay and Story Book Character Contest. Jared Marchand won first place, McKenzie Gillon won second place and Carley LeBlanc won an honorable mention. Hannah Leger won second place for Story Book Character and Jordyn Gillon won an honorable mention.

Sixth Grade-Hubbardston Selectman Dr. Michael Stauder visited with our sixth graders to talk about local government. Sixth graders wrote essays that began "If I were elected leader of my community I would make a difference by ?" for the Massachusetts Municipal Association's Annual Contest. Sixth grader Olivia Charland won honorable mention for her essay.

Science Fair-Students in fifth and sixth grade participated in the HCS's science fair. Eighty four students created visual displays, researched topics of interest, conducted experiments and orally presented their projects to parents, friends and staff.

Respectfully Submitted,
Cherie McComb Principal

QUABBIN REGIONAL SCHOOL DISTRICT

Employee Salaries - FY12

Name	FTE	Description	Amount
AFONSO, NANCY J	0.80	Elem Music	\$55,032.00
AFONSO, NANCY J	0.00	Longevity	\$600.00
ALLAIN-THOMAS, DEBORAH L	1.00	MS Math	\$61,119.00
ALLAIN-THOMAS, DEBORAH L	0.00	Longevity	\$750.00
ALLEN, ANN M	0.85	Aide Sped	\$19,952.05
ALLEN, ANN M	0.00	Longevity	\$550.00
AMIDIO, MARY C	1.00	Office Manager	\$39,298.00
AMIDIO, MARY C	0.00	Longevity	\$750.00
ARNOLD, LUCINDA A	1.00	Elem Teacher	\$69,630.00
ARNOLD, LUCINDA A	0.00	Longevity	\$750.00
ARNOLD, MICHELLE L	1.00	Elem Sped	\$29,961.84
ARSENAULT, CHERISE A	0.80	Aide Sped	\$17,005.60
BALLARD, ERIN M	1.00	Custodian	\$29,931.20
BALLARD, STEPHEN J	0.00	Coaching (Fall)	\$2,843.02
BALSER, ANDREA L	0.00	Coaching (Fall)	\$1,317.98
BALSER, MELANIE A	1.00	Aide Sped	\$20,576.44
BALSER, MELANIE A	0.90	Aide Sped	\$3,214.72
BALSER, MELANIE A	0.00	Longevity	\$550.00
BALSER, MELANIE A	0.00	Retro pay Adjustment	\$47.53
BALZANO, STEPHANIE L	0.85	Aide Kindergarten	\$19,559.35
BARKER-BERLO, DONNA	1.00	HS Science	\$59,580.00
BARNES, CLARE H	1.00	P & F Manager	\$68,863.67
BARNES, CLARE H	0.00	Travel	\$2,000.00
BARNES, CLARE H	0.00	Longevity	\$750.00
BARRINGER, EVAN M	1.00	HS Social Studies	\$55,933.00
BARRINGER, EVAN M	0.00	Longevity	\$750.00
BARRINGER, JANIS A	1.00	Elem Sped	\$62,666.00
BART-RABER, KERRY J	0.80	Elem Art	\$55,032.00
BART-RABER, KERRY J	0.00	Longevity	\$800.00
BASSETT, NANCY M	1.00	Aide Autism	\$1,189.45
BASSETT, NANCY M	0.00	Retro pay Adjustment	\$17.60
BASSETT, NIKKI J	1.00	Aide Autism	\$21,842.63
BASTIEN, SEAN M	0.00	Coaching (Fall)	\$2,443.11
BATES, NITA	1.00	Secretary	\$31,399.00
BATES, NITA	0.00	Stipend Advance Degree	\$350.00
BEAUDET, KRISTINE A	1.00	Media	\$72,264.00
BEAUDET, KRISTINE A	0.00	Longevity	\$750.00
BEAUDRY, DANIELLE T	1.00	Elem Teacher	\$70,532.00
BEAUDRY, DANIELLE T	0.00	Longevity	\$750.00
BEAUDRY, DANIELLE T	0.00	Stipend Mentor	\$527.75
BEAUREGARD, SHARON A	1.00	HS Math	\$65,105.00
BEAUREGARD, SHARON A	0.00	Longevity	\$750.00

BENNETT, JESSICA A	1.00	Secretary	\$44,931.00
BENNETT, JESSICA A	0.00	Advisor HS	\$2,027.46
BENNETT, JESSICA A	0.00	Advisor HS	\$668.89
BENNETT, JESSICA A	0.00	Advisor HS	\$505.47
BERNARD, HEATHER R	1.00	Aide Sped	\$22,892.00
BERTHIAUME, GAIL L	1.00	Custodian	\$34,715.20
BERTHIAUME, GAIL L	0.00	Longevity	\$1,000.00
BERTHIAUME, VALERIE A	1.00	Aide Sped	\$27,122.00
BERTHIAUME, VALERIE A	0.00	Longevity	\$550.00
BEVER, BARBARA J	0.50	Secretary	\$12,593.50
BLACK, JEAN M	0.85	Aide Sped	\$20,048.10
BLASZCZYK, VIRGINIA M	1.00	MS Math	\$70,532.00
BLASZCZYK, VIRGINIA M	0.00	Longevity	\$750.00
BOBKA, MARCIA A	0.40	Elem Sped	\$2,634.26
BOBKA, MARCIA A	0.00	Retro pay Adjustment	\$20.25
BOGAARD, KATRINA N	0.80	Aide Sped	\$16,946.40
BOHIGIAN, EILEEN O	1.00	Elem Teacher	\$70,532.00
BOHIGIAN, EILEEN O	0.00	Longevity	\$1,000.00
BOISSY, GAIL A	0.67	Cafeteria	\$11,324.34
BOISSY, GAIL A	0.00	Longevity	\$425.00
BOLGER, BRENT A	1.00	HS Technology	\$62,666.00
BOLGER, BRENT A	0.00	Advisor HS	\$803.88
BOLGER, BRENT A	0.00	Longevity	\$750.00
BOREY, ANISSA	1.00	Aide Autism	\$4,238.38
BOREY, ANISSA	0.00	Retro pay Adjustment	\$62.70
BOTTOMLEY, REBECCA B	1.00	HS Science	\$69,630.00
BOTTOMLEY, REBECCA B	0.00	Advisor HS	\$1,337.77
BOTTOMLEY, REBECCA B	0.00	Advisor HS	\$1,337.77
BOTTOMLEY, REBECCA B	0.00	Advisor HS	\$803.88
BOTTOMLEY, REBECCA B	0.00	Longevity	\$750.00
BOUCHER, RENEE M	1.00	Athletic Trainer	\$37,742.78
BOYD, JOANNE	0.80	Aide Kindergarten	\$17,867.20
BRAY, ELECIA C	1.00	Elem Teacher	\$57,349.00
BRAY, ELECIA C	0.00	Longevity	\$750.00
BRENNOCK, DANIEL J	1.00	NJROTC	\$75,695.28
BREWER, CHRISTINE M	1.00	School Nurse	\$68,790.00
BREWER, CHRISTINE M	0.00	Longevity	\$750.00
BRIAND, ANNE MARIE	1.00	Aide Sped	\$25,794.00
BRIAND, ANNE MARIE	0.00	Longevity	\$550.00
BRIGGS, DENISE J	1.00	Aide Autism	\$13,791.65
BRISTOL, CHRISTINE	1.00	Elem PE	\$72,264.00
BRISTOL, CHRISTINE	0.00	Longevity	\$1,500.00
BROOKS, MICHAEL A	1.00	Technology	\$57,500.00
BROSAN, MARK A	1.00	NJROTC	\$12,746.76
BROWN, JOSEPH J	0.00	Coaching (Fall)	\$2,443.11

BROWN, TONI	0.67	HS Math	\$38,599.37
BROWN, TONI	0.33	Elem Teacher	\$19,011.63
BROWN, TONI	0.00	Coaching (Fall)	\$1,421.51
BROWN, TONI	0.00	Longevity	\$750.00
BROWN, TONI	0.00	Stipend Mentor	\$333.30
BROWNE, KIM A	1.00	Elem Sped	\$69,630.00
BROWNE, KIM A	0.00	Longevity	\$1,000.00
BRUNELL, RACHEL M	1.00	Elem Teacher	\$55,678.00
BRYANT, SCOTT G	1.00	MHS Music	\$62,666.00
BRYANT, SCOTT G	0.00	Advisor HS	\$2,234.02
BURKLE, SHERRY L	1.00	HS Math	\$54,303.00
BURKLE, SHERRY L	0.00	Stipend Additional Classes	\$3,347.62
BURKLE, SHERRY L	0.00	Advisor HS	\$892.19
BURKLE, SHERRY L	0.00	Advisor HS	\$803.37
BURNETT, WILLIAM A	1.00	Supp Svc Mgr	\$77,380.89
BURNETT, WILLIAM A	0.00	Stipend Chief Procurement	\$2,000.00
BURNETT, WILLIAM A	0.00	Longevity	\$750.00
BURNS, LISA A	1.00	Aide Autism	\$30,222.00
BUTEAU, BEATRICE M	0.40	Elem Sped	\$17,723.42
CAMPIONE, KRISTIN M	1.00	Director of Pupil Personnel	\$88,269.23
CAMPIONE, KRISTIN M	0.00	Travel	\$1,961.54
CAMPIONE, KRISTIN M	0.00	Stipend Advance Degree	\$980.77
CANFIELD, ANDREA C	1.00	Instructional Technology	\$49,208.00
CAPURSO, JANE M	1.00	Elem Teacher	\$75,731.00
CAPURSO, JANE M	0.00	Longevity	\$750.00
CAREY, EDWARD M	1.00	Elem Teacher	\$46,033.00
CAREY, KYLE J	1.00	Elem Teacher	\$73,987.00
CAREY, KYLE J	0.00	Longevity	\$1,500.00
CARLSON, CHRISTOPHER B	1.00	Elem Teacher	\$54,524.00
CARLSON, CHRISTOPHER B	0.00	Longevity	\$750.00
CARLSON, KIMBERLY R	0.90	Aide Kindergarten	\$21,870.90
CARLSON, KIMBERLY R	0.00	Longevity	\$550.00
CARROLL-PASCALE, HELENE A	1.00	MS Science	\$70,532.00
CARROLL-PASCALE, HELENE A	0.00	Longevity	\$1,000.00
CARROLL-PASCALE, HELENE A	0.00	Advisor MS	\$447.11
CASAVANT, THERESA J	1.00	HS Math	\$58,757.00
CASTRIOTTA, MARK	1.00	MS Social Studies	\$62,666.00
CASTRIOTTA, MARK	0.00	Coaching (Spring)	\$2,273.19
CASTRIOTTA, MARK	0.00	Longevity	\$750.00
CASTRIOTTA, MATTHEW	1.00	MS Social Studies	\$77,466.00
CASTRIOTTA, MATTHEW	0.00	Coaching (Spring)	\$3,788.28
CASTRIOTTA, MATTHEW	0.00	Coaching (Fall)	\$2,273.60
CASTRIOTTA, MATTHEW	0.00	Longevity	\$750.00
CASTRIOTTA, WENDY B	1.00	Kindergarten Teacher	\$65,633.00
CASTRIOTTA, WENDY B	0.00	Longevity	\$750.00

CHABOT, JACQUELINE M	1.00	Elem Teacher	\$57,045.00
CHABOT, JACQUELINE M	0.00	Longevity	\$750.00
CHASE, MAUREEN L	1.00	HS Science	\$64,205.00
CHASE, MAUREEN L	0.00	Longevity	\$750.00
CHENEVERT, JOSEPH A	0.60	Custodian	\$20,829.12
CHRISTENSEN, RONALD P	1.00	Treasurer	\$12,980.78
CHURCHILL, JENNIFER E	1.00	Elem Teacher	\$57,349.00
CILLEY, PAUL D	0.00	Coaching (Spring)	\$3,822.72
CIRELLI, KATHLEEN M	0.90	Aide Sped	\$21,983.40
CIRELLI, KATHLEEN M	0.00	Longevity	\$550.00
CLARK, BLYTHE L	1.00	Elem Teacher	\$58,406.00
CLOUGH, BARBARA J	1.00	School Nurse	\$63,209.00
CLOUGH, BARBARA J	0.00	Longevity	\$1,000.00
COATES, MARIE A	1.00	Elem Teacher	\$43,042.00
COATES, MARIE A	0.00	Longevity	\$750.00
COMO, MARY L	1.00	MS Math	\$65,105.00
COMO, MARY L	0.00	Longevity	\$750.00
CONDE BEVERS, JOAN A	0.80	Aide Sped	\$18,328.00
CONSOLMAGNO, TERESA J	1.00	Office Manager	\$41,645.00
CONSOLMAGNO, TERESA J	0.00	Longevity	\$900.00
COOLEY, MARGARET A	1.00	Junior Executive Assistant	\$39,404.71
COONS, KRISTEN D	1.00	Elem Teacher	\$73,987.00
COONS, KRISTEN D	0.00	Longevity	\$1,000.00
COPPOLINO SR, PETER J	1.00	Project Engineer	\$54,889.86
COPPOLINO SR, PETER J	0.00	Longevity	\$550.00
COPPOLINO, JOHN J	1.00	Maintenance	\$39,936.00
COPPOLINO, PETER J JR	1.00	Grounds Maintenance	\$36,150.40
CRANSTON, ASHLEY B	1.00	Kindergarten Teacher	\$55,678.00
CRANSTON, KATHRYN A	1.00	Instructional Assistant Sped	\$31,548.88
CRANSTON, KATHRYN A	0.00	Longevity	\$550.00
CREEDEN, CHERYL W	1.00	HS Science	\$70,532.00
CREEDEN, CHERYL W	0.00	Longevity	\$1,500.00
CREMINS, JANE H	1.00	Clinical Coordinator	\$70,532.00
CROSS, PETER A	1.00	Custodian	\$35,547.20
CURRAN, AMY	1.00	Math Coach	\$78,796.03
CUSHING, HELEN E	1.00	Elem Teacher	\$69,630.00
CUSHING, HELEN E	0.00	Longevity	\$750.00
DAHART, HAROLD N	1.00	Custodian	\$35,547.20
DAHART, HAROLD N	0.00	Longevity	\$550.00
DAHART, MICHELLE K	0.85	Aide Sped	\$18,983.90
DAIGNEAULT, LAURA L	1.00	Aide Sped	\$20,163.00
DALVE, JOHN R	1.00	Elem PE	\$69,630.00
DALVE, JOHN R	0.00	Longevity	\$750.00
DARCY, LORI A	0.80	Aide Sped	\$12,832.22
DEACETIS, SANDRA A	1.00	Cafeteria	\$15,324.00

DEACETIS, SANDRA A	0.00	Longevity	\$350.00
DEGNAN, MARTHA E	1.00	HS Math	\$62,335.00
DEGNAN, MARTHA E	0.00	Longevity	\$750.00
DENNIS, MELINDA L	1.00	Aide Autism	\$16,436.04
DEPASQUALE, MARK S	1.00	HS Social Studies	\$47,033.00
DERR, CHERYL C	1.00	MS Sped	\$70,532.00
DERR, CHERYL C	0.00	Longevity	\$750.00
DESCHAMPS, DAVID A	1.00	HS Social Studies	\$77,466.00
DESCHAMPS, DAVID A	0.00	Longevity	\$1,500.00
DESCHENES, AMBER L	0.00	Coaching (Winter)	\$3,954.44
DESILETS, SETH A	0.00	Coaching (Fall)	\$2,273.60
DEVINE, GREGORY J	1.00	Assistant Principal	\$81,627.50
DEVINE, GREGORY J	0.00	Longevity	\$750.00
DEVINE, THERESA L	1.00	Elem Teacher	\$45,478.00
DEXTRADEUR, DENNIS M	1.00	HS PE	\$70,532.00
DEXTRADEUR, DENNIS M	0.00	Coaching (Winter)	\$5,255.67
DEXTRADEUR, DENNIS M	0.00	Longevity	\$1,500.00
DIAZ, ANNE M	1.00	Media	\$66,131.00
DICKSON, PAMELA J	1.00	MS PE	\$67,058.00
DICKSON, PAMELA J	0.00	Coaching (Fall)	\$2,843.02
DICKSON, PAMELA J	0.00	Longevity	\$750.00
DIETRICH, BARBARA J	1.00	Elem Teacher	\$70,532.00
DIETRICH, BARBARA J	0.00	Longevity	\$1,000.00
DIMARTINO, MICHELE A	1.00	MS English	\$68,790.00
DIMARTINO, MICHELE A	0.00	Advisor MS	\$1,081.99
DIMARTINO, MICHELE A	0.00	Longevity	\$750.00
DOLAN, CHARLOTTE E	1.00	Aide Sped	\$25,165.00
DOLAN, CHARLOTTE E	0.00	Longevity	\$550.00
DOWGIELEWICZ, JILL M	1.00	Special Education Chair	\$68,115.00
DOWGIELEWICZ, JILL M	0.00	Longevity	\$750.00
DOYLE, KIMBERLY J	1.00	Elem Teacher	\$68,790.00
DOYLE, KIMBERLY J	0.00	Longevity	\$1,000.00
DUBOIS, PAUL A	1.00	HS Math	\$44,693.00
DUBOIS, SEAN M	1.00	Media	\$50,954.00
DUBOIS, SEAN M	0.00	Media Director Stipend	\$5,095.40
DUHAMEL, JOSEPH P	0.00	Coaching (Fall)	\$3,822.49
DUNN, NATALIE A	1.00	Custodian	\$35,547.20
DUVAL, CHERYL A	1.00	Director of Administrative	\$113,605.00
DUVAL, CHERYL A	0.00	Travel	\$1,000.00
DUVAL, CHERYL A	0.00	Longevity	\$750.00
EDBERG, MICHELE M	1.00	Aide Autism	\$7,279.19
ELLIOTT, CHRISTA M	1.00	Aide Autism	\$23,140.21
ELLIS, KAREN J	1.00	Elem Teacher	\$73,987.00
ELLIS, KAREN J	0.00	Longevity	\$1,500.00
ELLSWORTH, ELLEN M	0.90	Aide Sped	\$22,089.60

ELLSWORTH, ELLEN M	0.00	Longevity	\$550.00
ENOS, EVELYN A	1.00	Food Service	\$19,361.00
ENOS, EVELYN A	0.00	Longevity	\$425.00
ERICKSON, TRISIA L	1.00	Kindergarten Teacher	\$60,841.00
ERICKSON, TRISIA L	0.00	Longevity	\$750.00
ERICSON, CANDACE A	1.00	Aide Media	\$29,479.00
ERICSON, CANDACE A	0.00	Advisor HS	\$649.60
ERICSON, CANDACE A	0.00	Longevity	\$550.00
EVERITT, LAURA J	1.00	Aide - Therapeutic Prog	\$20,666.00
EYLER-PELLETIER, AMY L	1.00	MS Social Studies	\$62,666.00
FABRIZIO, JENNIFER E	1.00	Guidance	\$55,384.00
FARRAJ, LORI J	1.00	Aide Autism	\$30,233.00
FARRAJ, LORI J	0.00	Longevity	\$550.00
FARRELL, MATTHEW J	1.00	Elem PE	\$68,790.00
FARRELL, MATTHEW J	0.00	Longevity	\$750.00
FAUTEUX, CHRISTINE E	1.00	Elem Teacher	\$57,045.00
FEMINO, SHERYL A	1.00	Data Coordinator	\$46,855.03
FENSIN, CYNTHIA K	1.00	HR Manager	\$75,769.55
FLANNIGAN, EDWARD J III	0.00	Coaching (Fall)	\$2,080.75
FOLEY, CAROLYN G	1.00	Elem Teacher	\$67,286.00
FOLEY, JANET M	1.00	Elem Teacher	\$69,630.00
FOLEY, JANET M	0.00	Longevity	\$1,500.00
FORD, LINDA J	1.00	Elem Teacher	\$70,159.00
FRANCOEUR, SHANE R	0.00	Coaching (Winter)	\$2,454.27
FRANKLIN, CHRISTOPHER J	1.00	Speech	\$66,483.00
FRANKLIN, KELLE J	1.00	Elem Teacher	\$69,630.00
FRANKLIN, KELLE J	0.00	Longevity	\$750.00
FRITSCHER, KATHLEEN S	1.00	Aide Autism	\$2,357.16
FRITSCHER, KATHLEEN S	0.00	Longevity	\$1,000.00
FRITSCHER, KATHLEEN S	0.00	Retro pay Adjustment	\$35.78
FRYDEL, KATHLEEN A	1.00	NJROTC	\$57,375.00
FRYDEL, KATHLEEN A	0.00	Advisor HS	\$803.88
FRYDEL, KATHLEEN A	0.00	Advisor HS	\$803.88
GABRIELLI, STEPHANIE M	0.50	Cafeteria	\$6,653.50
GARDNER, KATHLEEN	1.00	Integration Tehnology	\$49,469.00
GARDNER, KATHLEEN	0.00	Advisor MS	\$1,081.99
GAREAU, THOMAS D	1.00	MS Math	\$48,248.00
GAREAU, THOMAS D	0.00	Coaching (Winter)	\$2,273.60
GARLAND, JEFF R	1.00	Food Service	\$26,898.00
GARTNER, VICTOR	1.00	Speech	\$77,466.00
GARTNER, VICTOR	0.00	Longevity	\$750.00
GARTNER, VICTOR	0.00	Stipend Mentor	\$500.00
GASPAR, MARY-CATHERINE	1.00	Guidance	\$23,501.86
GEORGE, ELIZABETH A	1.00	MS English	\$68,790.00
GEORGE, ELIZABETH A	0.00	Longevity	\$750.00

GILMARTIN, JASON M	1.00	Assistant Principal	\$90,640.00
GIORGI, KELLY M	0.00	Coaching (Fall)	\$4,112.78
GIROUX, MARION L	0.85	Aide Sped	\$20,460.35
GLIDDEN, ERIN L	0.85	Aide Sped	\$10,098.31
GOEWY, ANNE R	0.50	Secretary	\$14,288.50
GOEWY, PAUL N	1.00	HS Math	\$58,757.00
GOEWY, PAUL N	0.00	Coaching (Fall)	\$3,787.98
GRAHAM, CATHERINE T	1.00	Secretary	\$44,931.00
GRAHAM, CATHERINE T	0.00	Stipend Administrative	\$2,000.00
GRAHAM, CATHERINE T	0.00	Advisor HS	\$541.00
GRAVES, JENNIFER	0.85	Aide Sped	\$19,173.45
GREGORIOU, JANE C	1.00	Elem Teacher	\$50,684.00
GRIFFIN, PATRICIA L	0.85	Aide Sped	\$20,151.80
GRIFFIN, PATRICIA L	0.00	Longevity	\$550.00
GRONER, MICHAEL H	1.00	MS Social Studies	\$60,063.00
GRONER, MICHAEL H	0.00	Longevity	\$750.00
GRONER, MICHAEL H	0.00	Advisor MS	\$535.59
GUERTIN, FRANK J	1.00	HS Math	\$70,532.00
GUERTIN, FRANK J	0.00	Stipend Scheduling HS/MS	\$10,790.00
GUERTIN, FRANK J	0.00	Longevity	\$1,500.00
GUILBAULT, LAURA J	1.00	Elem Music	\$60,841.00
GUILBAULT, LAURA J	0.00	Longevity	\$750.00
GUILBAULT, PETER B	1.00	Aide Sped	\$20,016.00
GUMULA, THADDEUS J	1.00	Athletics Director	\$82,253.75
GUMULA, THADDEUS J	0.00	Longevity	\$1,500.00
GUNNARSON, RUSSELL B	1.00	Custodian	\$34,715.20
GUNNARSON, RUSSELL B	0.00	Longevity	\$550.00
GUNNING, JEANNE A	1.00	Elem Sped	\$45,272.00
HADDAD, GITA W	1.00	Elem Teacher	\$72,264.00
HADDAD, GITA W	0.00	Longevity	\$1,000.00
HALEY, CHRISTINE A	0.00	Coaching (Fall)	\$2,273.60
HALEY, CHRISTINE A	0.00	Coaching (Spring)	\$2,273.19
HALEY, CHRISTOPHER P	1.00	HS Math	\$67,602.00
HALEY, CHRISTOPHER P	0.00	Coaching (Spring)	\$2,842.61
HALEY, CHRISTOPHER P	0.00	Longevity	\$750.00
HALL, MICHELLE L	1.00	MS World Language	\$62,953.00
HALL, MICHELLE L	0.00	Advisor MS	\$1,725.50
HALL, MICHELLE L	0.00	Longevity	\$750.00
HALL, WALLACE A JR	1.00	MS Sped	\$72,264.00
HALL, WALLACE A JR	0.00	Longevity	\$750.00
HALL, WALLACE A JR	0.00	Advisor MS	\$535.59
HANLAN, MARIE M	1.00	Kindergarten Teacher	\$48,029.00
HANLEY, TARA A	1.00	Principal	\$97,268.05
HANLEY, TARA A	0.00	Stipend 711 - Kind	\$2,000.00
HANSON, DONNA T	1.00	Purchasing & Payables	\$47,570.55

HANSON, DONNA T	0.00	Longevity	\$1,000.00
HARDING, CHRISTOPHER C	1.00	Maintenance	\$38,084.80
HARDING, TAWNYA L	0.85	Aide Sped	\$19,754.00
HARMON, ROBIN D	1.00	Elem Sped	\$75,731.00
HARMON, ROBIN D	0.00	Longevity	\$1,500.00
HARRIS, BERNADETTE B	1.00	HS World Language	\$72,264.00
HARROLD, DANIEL W	1.00	Psychologist	\$79,689.00
HARROLD, DANIEL W	0.00	Longevity	\$750.00
HAUPT, KRISTI K	1.00	Elem Sped	\$55,678.00
HENGST, DENA J	1.00	HS Art	\$55,678.00
HENGST, RICHARD R	0.00	Coaching (Winter)	\$5,208.98
HEPPENSTALL, NANCY H	1.00	Elem Teacher	\$70,532.00
HEPPENSTALL, NANCY H	0.00	Longevity	\$750.00
HOLBROOK, LAURA L	1.00	Special Services Coordinator	\$37,080.00
HOLWELL, KATHLEEN M	1.00	MS Science	\$75,731.00
HOLWELL, KATHLEEN M	0.00	Longevity	\$1,000.00
HOSLEY, AMANDA K	1.00	Aide Autism	\$7,060.50
HOSLEY, AMANDA K	0.00	Retro pay Adjustment	\$104.32
HOUGHTON, SUSANNE	1.00	Aide Autism	\$31,148.00
HOUGHTON, SUSANNE	0.00	Longevity	\$550.00
HUARD, JENNIFER A	1.00	Elem Teacher	\$70,532.00
HUARD, JENNIFER A	0.00	Longevity	\$1,000.00
HUBBARD, DONNA I	1.00	Guidance	\$70,532.00
HUBBARD, DONNA I	0.00	Longevity	\$1,000.00
HUDEC-SURRETTE, BARBARA	1.00	HS PE	\$75,731.00
HUDEC-SURRETTE, BARBARA	0.00	Longevity	\$1,500.00
HUGHES, ANDREA L	1.00	Elem Teacher	\$66,786.00
HUGHES, ANDREA L	0.00	Longevity	\$750.00
HURLEY, RICHARD	1.00	HS Sped	\$67,058.00
HURLEY, RICHARD	0.00	Longevity	\$750.00
HURLEY, RICHARD J	1.00	HS Sped	\$51,811.00
INMAN, KATHLYN M	1.00	MS English	\$70,532.00
INMAN, KATHLYN M	0.00	Longevity	\$750.00
JABLONSKI, MICHAEL J	1.00	HS Social Studies	\$73,019.00
JABLONSKI, MICHAEL J	0.00	Advisor HS	\$803.88
JABLONSKI, MICHAEL J	0.00	Longevity	\$750.00
JANACK, JOSEPH P	1.00	Elem/MS Music	\$43,042.00
JANACK, JOSEPH P	0.00	Advisor MS	\$1,515.40
JENKINS, MARY E	1.00	Elem Sped	\$47,775.00
JOHNSON, KATHLEEN D	1.00	Elem Teacher	\$72,264.00
JOHNSON, KATHLEEN D	0.00	Longevity	\$1,500.00
JONES, NANCY O	1.00	Elem PE	\$13,545.97
JONES, NANCY O	0.00	Longevity	\$1,500.00
JONES, NANCY O	0.00	Retro pay Adjustment	\$477.20
JONES, PAMELA L	0.85	Aide Sped	\$19,559.35

JORDAN, MARY ANN	1.00	Secretary	\$44,931.00
JORDAN, MARY ANN	0.00	Stipend Administrative	\$2,000.00
JORDAN, MARY ANN	0.00	Longevity	\$750.00
JOSEPHSON, KELLIE A	1.00	Literacy Coach	\$70,040.00
JOSEPHSON, KELLIE A	0.00	Longevity	\$750.00
KANDROTAS, CASSANDRA L	1.00	Aide Autism	\$24,538.00
KANE, KEVIN J	1.00	HS Business	\$69,630.00
KANE, KEVIN J	0.00	Coaching (Spring)	\$4,389.43
KANE, KEVIN J	0.00	Coaching (Fall)	\$2,293.90
KANE, KEVIN J	0.00	Longevity	\$1,000.00
KELSEY, PAULA M	1.00	School Nurse	\$60,841.00
KENTRIS, NANCY A	0.83	Cafeteria	\$12,718.92
KENTRIS, NANCY A	0.00	Longevity	\$350.00
KEOUGH, KATHLEEN A	0.80	Aide Sped	\$8,735.46
KIELINEN, DONNA K	1.00	Elem Sped	\$70,532.00
KIELINEN, DONNA K	0.00	Longevity	\$750.00
KILLOUGH-MILLER, RUSSELL D	1.00	Elem Music	\$75,731.00
KILLOUGH-MILLER, RUSSELL D	0.00	Longevity	\$1,000.00
KOERNER, ANDREW J	1.00	Guidance	\$79,689.00
KOERNER, ANDREW J	0.00	Longevity	\$750.00
KONDE, BEVERLY M	1.00	Elem Teacher	\$67,058.00
KONDE, BEVERLY M	0.00	Longevity	\$1,500.00
KOVACH, CYNTHIA M	1.00	Security	\$39,074.99
KOVACH, CYNTHIA M	0.00	Longevity	\$500.00
KOWAL, SHAWNA L	0.85	Aide Sped	\$19,754.00
KUKAS, JOSEPH A	1.00	Custodian	\$8,059.92
KUKAS, JOSEPH A	0.00	Retro pay Adjustment	\$352.42
KULARSKI, ELLEN R	1.00	Office Manager	\$39,298.00
KULARSKI, ELLEN R	0.00	Longevity	\$1,500.00
KWIATKOWSKI, MARIA	0.50	Cafeteria	\$7,166.00
LAM, NICOLETTE	1.00	Aide Sped	\$25,165.00
LAM, NICOLETTE	0.00	Longevity	\$550.00
LAPATI, DONA L	1.00	MS English	\$73,987.00
LAPATI, DONA L	0.00	Longevity	\$1,500.00
LAPATI, JESSLYN L	1.00	Secretary	\$27,441.74
LAPERLE, MICHAEL J	1.00	Custodian	\$10,104.00
LAPERLE, MICHAEL J	0.00	Longevity	\$550.00
LAPERLE, MICHAEL J	0.00	Retro pay Adjustment	\$154.00
LAROSE, SUSAN E	1.00	Kindergarten Teacher	\$68,790.00
LAROSE, SUSAN E	0.00	Longevity	\$1,000.00
LATKA, SARAH F	1.00	MS Science	\$54,057.00
LAVALLEE, JOANNE K	1.00	Junior Executive Assistant	\$39,885.72
LAVIOLETTE, ANDREA E	0.50	Cafeteria	\$6,920.00
LAVIOLETTE, ANDREA E	0.00	Retro pay Adjustment	\$0.57
LAVIOLETTE, JAMES G	1.00	Custodian	\$17,856.00

LEBLANC, JOANNE M	0.85	Aide Sped	\$19,952.05
LEBLANC, JOANNE M	0.00	Longevity	\$550.00
LEBLANC, JOANNE M	0.00	Advisor HS	\$505.47
LEBLANC, NANCY Z	1.00	Elem Teacher	\$77,466.00
LEBLANC, NANCY Z	0.00	Longevity	\$1,500.00
LEFEVRE, MARY E	1.00	Aide Autism	\$19,781.67
LEFEVRE, MARY E	1.00	Aide Sped	\$5,429.02
LEFEVRE, MARY E	0.00	Retro pay Adjustment	\$80.22
LEROUX, ANDREA P	1.00	MS Math	\$70,532.00
LEROUX, ANDREA P	0.00	Longevity	\$750.00
LEROUX, ANDREA P	0.00	Advisor MS	\$535.59
LESLIE, MELISSA A	0.00	Coaching (Spring)	\$3,788.28
LEWIS, PETER B	1.00	MHS Music	\$66,483.00
LEWIS, PETER B	0.00	Advisor HS	\$2,586.22
LEWIS, PETER B	0.00	Advisor HS	\$1,515.40
LEWIS, PETER B	0.00	Advisor MS	\$1,515.40
LIDDY, WENDY A	1.00	Guidance	\$54,057.00
LINDSTEN, RICHARD	1.00	Aide Sped	\$18,948.00
LINDSTEN, RICHARD	0.00	Coaching (Fall)	\$3,954.44
LINDSTEN, RICHARD	0.00	Coaching (Spring)	\$3,443.90
LOZANSKI-BYRNES, BARBARA A	1.00	Special Education Chair	\$66,823.00
LUCCHESI, CRYSTAL A	1.00	Technology	\$904.50
LUCCHESI, CRYSTAL A	0.00	Longevity	\$17.31
LUDWIG, CAROLINE S	0.85	Aide Sped	\$19,559.35
LUUKKO, NANCY G	1.00	Elem Teacher	\$77,466.00
LUUKKO, NANCY G	0.00	Longevity	\$1,500.00
MACPHERSON, DAVID S	1.00	BCBA	\$61,576.00
MAIO, CHRISTINE M	0.85	Aide Kindergarten	\$20,151.80
MAIO, CHRISTINE M	0.00	Longevity	\$550.00
MAJOY, BRIAN R	1.00	MS PE	\$62,666.00
MAJOY, BRIAN R	0.00	Coaching (Fall)	\$4,350.29
MAJOY, BRIAN R	0.00	Coaching (Winter)	\$3,408.37
MAJOY, BRIAN R	0.00	Coaching (Spring)	\$2,273.19
MAJOY, BRIAN R	0.00	Longevity	\$750.00
MAJOY, LESLIE B	0.60	Elem Sped	\$36,504.60
MAJOY, LESLIE B	0.00	Longevity	\$450.00
MAJOY, LESLIE B	0.00	Stipend Mentor	\$194.46
MALLOZZI, NICHOLAS C JR.	1.00	Custodian	\$33,696.00
MAMMONE, DIANE M	1.00	HS World Language	\$77,466.00
MAMMONE, DIANE M	0.00	Advisor HS	\$803.88
MAMMONE, DIANE M	0.00	Longevity	\$750.00
MANKOWSKY, JULIE	1.00	Elem Teacher	\$72,264.00
MANKOWSKY, JULIE	0.00	Longevity	\$1,500.00
MARBLE, MELANIE J	0.33	Cafeteria	\$1,877.31
MARCOUX, LISA M	0.80	Aide Kindergarten	\$17,866.40

MARGOLA, ANN M	1.00	Aide Autism	\$31,449.00
MARINE, JENNIFER L	1.00	Speech	\$43,292.90
MARSDEN, DAWN M	0.75	Cafeteria	\$11,019.75
MARSDEN, DAWN M	0.00	Longevity	\$350.00
MARSHALL, PHYLLIS S	1.00	Custodian	\$35,547.20
MARSHALL, PHYLLIS S	0.00	Longevity	\$550.00
MARTINELLI, DENISE A	1.00	HS English	\$68,115.00
MARTINELLI, DENISE A	0.00	Longevity	\$750.00
MCCARTHY, KATHLEEN	0.90	Aide Sped	\$21,983.40
MCCARTHY, KATHLEEN	0.00	Longevity	\$550.00
MCCARTHY, MATTHEW D	1.00	Maintenance	\$38,084.80
MCCARTHY, MATTHEW D	0.00	Longevity	\$550.00
MCCOMB, CHERYLL A	1.00	Principal	\$90,000.00
MCCORMACK, MARY M	1.00	School Nurse	\$26,898.77
MCCORMACK, MARY M	0.00	Longevity	\$1,000.00
MCCORMACK, MARY M	0.00	Retro pay Adjustment	\$197.54
MCCRONE, ANN C	1.00	MS Math	\$50,954.00
MCDONALD, SHERRY E	1.00	Elem Teacher	\$48,248.00
MCDONALD, SHERRY E	0.00	Longevity	\$750.00
MCDONALD, TRACEY E	1.00	Elem Teacher	\$68,790.00
MCDONALD, TRACEY E	0.00	Longevity	\$1,000.00
MCGINN, CHRISTOPHER G	1.00	Technology	\$40,500.00
MCGINN, CHRISTOPHER G	0.00	Travel	\$1,000.00
MCMORROW, DIANE K	1.00	HS Science	\$68,115.00
MCMORROW, DIANE K	0.00	Advisor HS	\$892.19
MCMORROW, DIANE K	0.00	Advisor HS	\$803.37
MCNIFF, PAUL S	1.00	Elem Teacher	\$68,790.00
MCNIFF, PAUL S	0.00	Longevity	\$1,500.00
MEDEIROS, CARLA M	1.00	Elem Teacher	\$52,722.00
MEDEIROS, CARLA M	0.00	Longevity	\$750.00
MELANSON, KAREN A	1.00	Elem Sped	\$73,987.00
MELANSON, KAREN A	0.00	Longevity	\$1,500.00
MERTZIC, LINDA L	0.71	Food Service	\$12,167.27
MERTZIC, LINDA L	0.00	Longevity	\$425.00
METTERVILLE, ELIZABETH A	0.75	Cafeteria	\$11,019.75
METTERVILLE, ELIZABETH A	0.00	Longevity	\$350.00
METZGER, NATALIE W	1.00	HS English	\$62,987.00
MILLER, KAREN A	1.00	Elem Teacher	\$66,483.00
MILLER, KAREN A	0.00	Longevity	\$750.00
MILLER, MOLLY A	1.00	Aide Sped	\$23,473.00
MILLER, MOLLY A	0.00	Longevity	\$550.00
MOEBUS, GARY W	1.00	HS World Language	\$77,466.00
MOEBUS, GARY W	0.00	Longevity	\$750.00
MONTALTO, HEATHER L	1.00	Occupational Therapist	\$51,178.33
MONTGOMERY, KERI LYN	1.00	Aide Sped	\$22,334.00

MONTIVERDI, LORI L	1.00	HS World Language	\$66,483.00
MONTIVERDI, LORI L	0.00	Stipend Additional Classes	\$11,318.00
MONTIVERDI, LORI L	0.00	Advisor HS	\$803.88
MONTIVERDI, LORI L	0.00	Advisor HS	\$668.89
MONTIVERDI, LORI L	0.00	Advisor HS	\$505.47
MOONEY, NICOLE D	1.00	Guidance	\$72,926.00
MORRISON, DEBORAH M	1.00	Aide Sped	\$25,165.00
MORRISON, DEBORAH M	0.00	Longevity	\$1,000.00
MUIR, SHEILA A	1.00	Assistant Superintendent	\$118,000.00
MUIR, SHEILA A	0.00	Travel	\$2,000.00
MURPHY, PAUL F	1.00	Custodian	\$11,520.00
MURRAY, GEORGE V JR	1.00	Project Engineer	\$55,438.49
MURRAY, GEORGE V JR	0.00	Longevity	\$550.00
MUSNICKI, SUSANNE R	1.00	Principal	\$107,885.43
MUSNICKI, SUSANNE R	0.00	Longevity	\$1,500.00
NEWTON, EDWARD R	1.00	Elem Teacher	\$68,477.00
NEWTON, EDWARD R	0.00	Longevity	\$750.00
NICHOLS, IDA S	1.00	Aide Sped	\$25,794.00
NICHOLS, IDA S	0.00	Longevity	\$1,000.00
NICHOLS, ROBERT E	1.00	Custodian	\$35,547.20
NICHOLS, ROBERT E	0.00	Longevity	\$550.00
NICORA, STEVEN P JR	1.00	Discipline Manager	\$11,200.00
NOEL, KYLE H	1.00	Custodian	\$33,696.00
NOEL, ROBERT E	1.00	Grounds Maintenance	\$41,808.00
NOEL, ROBERT E	0.00	Longevity	\$550.00
NORTON, SANDRA L	0.75	Cafeteria	\$11,019.75
NOSEK, CHRISTOPHER W	1.00	MS Academic Support	\$43,042.00
NOSEK, CHRISTOPHER W	0.00	Coaching (Spring)	\$1,033.27
NOSEL, CHRISTINE R	1.00	Grants Special Projects	\$52,178.81
NOSEL, CHRISTINE R	0.00	Title II Adm	\$4,100.00
NOSEL, CHRISTINE R	0.00	Title II Int.	\$3,100.00
NOSEL, CHRISTINE R	0.00	Longevity	\$750.00
O'BRYAN, CHERYL M	1.00	Elem Teacher	\$52,482.00
O'CONNOR, DANIEL P	0.60	Elem PE	\$28,105.80
O'CONNOR, JEAN F	1.00	Copy Technician	\$27,921.11
O'CONNOR, JEAN F	0.00	Longevity	\$1,000.00
OLDAKOWSKI, AMY L	1.00	Aide - Therapeutic Prog	\$23,699.00
OLSON, BETHANY G	1.00	Elem Teacher	\$73,987.00
OLSON, BETHANY G	0.00	Longevity	\$750.00
O'NEIL, CHRISTINA E	0.85	Aide Sped	\$21,719.20
O'NEIL, CHRISTINA E	0.00	Longevity	\$550.00
ORNE, KERI A	0.80	Aide Sped	\$15,622.40
ORSZULAK, JAMIE K	1.00	Aide Sped	\$25,048.00
ORTOLINO, SHANNON M	1.00	Elem Teacher	\$66,786.00
ORTOLINO, SHANNON M	0.00	Longevity	\$750.00

PAGE, BARBARA G	1.00	Guidance	\$66,131.00
PAGE, BARBARA G	0.00	Longevity	\$750.00
PARADIS, JANET E	1.00	Elem Teacher	\$69,630.00
PARADIS, JANET E	0.00	Longevity	\$1,000.00
PARADISE, NADINE A	0.85	Aide Kindergarten	\$18,983.90
PARSE, RONALD R	1.00	Custodian	\$35,547.20
PAYNE, LISA A	1.00	Elem Art	\$50,954.00
PEABODY, DONNA M	1.00	Custodian	\$35,547.20
PELLEY, DEBORAH R	1.00	Technology	\$45,000.00
PELLEY, DEBORAH R	0.00	Longevity	\$750.00
PELTIER, JOAN N	1.00	Aide Kindergarten	\$25,165.00
PELTIER, JOAN N	0.00	Longevity	\$1,000.00
PERKINS, DONNA M	1.00	Food Service	\$23,757.00
PERKINS, DONNA M	0.00	Longevity	\$350.00
PETERSON, JILL A	1.00	Assistant Principal	\$79,062.80
PETERSON, JILL A	0.00	Title I Coord	\$7,350.00
PETERSON, KARLA V	1.00	Elem Music	\$67,058.00
PETERSON, KARLA V	0.00	Longevity	\$1,500.00
PETRUZZI, DAVID F	0.00	Coaching (Fall)	\$2,080.75
PETTY, LINDA M	1.00	MS English	\$77,466.00
PETTY, LINDA M	0.00	Longevity	\$1,000.00
PIERCE, BARRY A	1.00	Custodian	\$17,625.60
PIERMARINI, SUE M	1.00	Elem PE	\$68,790.00
PIERMARINI, SUE M	0.00	Longevity	\$750.00
PIKUL, BRENDA L	0.83	Cafeteria	\$11,895.56
PIMENTAL, JOHN J JR	1.00	Project Engineer	\$59,286.14
PIMENTAL, JOHN J JR	0.00	Longevity	\$550.00
PIRRI, DAVID D	1.00	Adjustment Counselor	\$57,349.00
POIRIER, HELEN V	1.00	Elem Teacher	\$73,987.00
POIRIER, HELEN V	0.00	Longevity	\$1,500.00
POULIOT, AMBER L	1.00	HS Science	\$52,482.00
POULIOT, AMBER L	0.00	Advisor HS	\$401.94
PRIZIO, PAMELA S	1.00	Guidance	\$46,630.00
PROUTY, RICHARDSON K III	1.00	Therapeutic Classroom	\$44,693.00
PROUTY, RICHARDSON K III	0.00	Advisor HS	\$505.47
PROVOST, MARY R	1.00	Aide Autism	\$20,977.57
PULNIK, VICTOR M	1.00	Food Service	\$20,237.00
QUINLIVAN, JAMES R	0.00	Coaching (Winter)	\$2,840.99
REED, FLORENCE J	1.00	Dining Manager	\$41,515.23
REED, FLORENCE J	0.00	Longevity	\$1,000.00
REED, VIRGINIA S	1.00	Elem Sped	\$70,532.00
REED, VIRGINIA S	0.00	Longevity	\$1,000.00
RENAUD, JEANETTE F	1.00	MS Sped	\$70,532.00
RENAUD, JEANETTE F	0.00	Longevity	\$750.00
RICCHIAZZI, NICOLE K	1.00	Elem Teacher	\$46,843.00

RICE, JESSICA M	0.85	Aide Sped	\$20,248.70
RICE, LINDA L	1.00	Food Service	\$18,021.00
RICE, LINDA L	0.00	Longevity	\$425.00
RICH, EUGENE M	0.00	Coaching (Winter)	\$5,208.98
RICHARDS, REBECCA L	0.80	Aide Sped	\$16,946.40
RIVAL, FAITH M	0.75	Cafeteria	\$10,749.00
ROBERTSON, MARTHA H	0.80	Aide Sped	\$16,012.80
ROBIDOUX, REBECCA J	1.00	MS Sped	\$59,069.00
ROBILLARD, CHRISSY M	1.00	Kindergarten Teacher	\$45,663.00
ROBINSON, BONNIE R	1.00	Aide Sped	\$25,165.00
ROBINSON, BONNIE R	0.00	Longevity	\$1,000.00
ROGOWSKI, LINDA M	0.90	Aide Sped	\$22,425.30
ROGOWSKI, LINDA M	0.00	Longevity	\$550.00
ROGOWSKI, NANCY R	0.85	Aide Sped	\$20,346.45
ROLLINS, LISA M	0.75	Custodian	\$7,320.89
ROSSI, PATRICK F	0.00	Coaching (Fall)	\$5,509.42
ROTTI, JANICE E	1.00	Office Manager	\$37,166.00
ROTTI, JANICE E	0.00	Stipend Administrative	\$2,000.00
ROTTI, JANICE E	0.00	Longevity	\$900.00
ROTTI, JANICE E	0.00	Stipend Advance Degree	\$500.00
ROUSSEAU, JULIE	1.00	Office Manager	\$39,298.00
ROUSSEAU, JULIE	0.00	Stipend Administrative	\$2,000.00
ROUSSEAU, JULIE	0.00	Longevity	\$1,500.00
ROUSSEAU, SUSAN M	1.00	Elem Teacher	\$52,205.00
ROUTHIER, LU-ANN	0.85	Aide Kindergarten	\$20,151.80
ROUTHIER, LU-ANN	0.00	Longevity	\$550.00
ROY, NANCEE J	1.00	Elem Teacher	\$62,335.00
ROY, NANCEE J	0.00	Longevity	\$750.00
ROY, RONALD J	1.00	Custodian	\$17,856.00
ROY, RONALD J	0.00	Retro pay Adjustment	\$7.40
RUSSELL, JOSHUA D	0.00	Coaching (Spring)	\$1,033.27
SACRAMONE, JASON D	1.00	MS English	\$64,205.00
SACRAMONE, JASON D	0.00	Longevity	\$750.00
SAINT DENIS, LINDA R	0.85	Aide Sped	\$20,151.80
SAINT DENIS, LINDA R	0.00	Longevity	\$550.00
SALVADORE, LAURIE J	1.00	Kindergarten Teacher	\$72,264.00
SALVADORE, LAURIE J	0.00	Longevity	\$1,500.00
SALVADORE, THERESE L	1.00	HS Art	\$45,663.00
SALVADORE, THERESE L	0.00	Advisor HS	\$2,027.46
SARKISIAN, MARY M	1.00	MS Art	\$54,524.00
SAYRE, PATRICIA A	1.00	Kindergarten Teacher	\$70,532.00
SAYRE, PATRICIA A	0.00	Longevity	\$1,000.00
SCHUBERT, THEODORE J	1.00	HS Science	\$50,370.27
SCHUBERT, THEODORE J	0.00	Stipend Additional Classes	\$3,347.62
SCOTLAND, CHERYL L	1.00	Aide Sped	\$25,165.00

SCOTLAND, CHERYL L	0.00	Longevity	\$550.00
SCOTT, JESSICA L	1.00	Aide Autism	\$28,765.00
SHAULIS-WISEMAN, TINA M	1.00	Cafeteria	\$14,948.00
SHELDON, ARTHUR G	1.00	HS PE	\$70,532.00
SHELDON, ARTHUR G	0.00	Coaching (Winter)	\$3,439.84
SHELDON, ARTHUR G	0.00	Longevity	\$750.00
SHELDON, LAURIE A	1.00	Kindergarten Teacher	\$58,757.00
SHELDON, LAURIE A	0.00	Longevity	\$750.00
SHORTEN, MATTHEW D	1.00	HS Sped	\$73,987.00
SIMONS, WILLIAM J	1.00	HS Art	\$49,898.00
SKERRY, STACEY L	0.75	Finance/Accounting	\$46,187.12
SKRZYPCZAK, ANN M	1.00	Speech	\$77,466.00
SKRZYPCZAK, ANN M	0.00	Longevity	\$1,500.00
SPINNEY, DAVID G	1.00	Technology	\$41,019.23
SPOONER, JOHN M	1.00	Elem Teacher	\$75,731.00
SPOONER, JOHN M	0.00	Longevity	\$1,000.00
ST JEAN, JAN T	1.00	Elem Teacher	\$72,264.00
ST JEAN, JAN T	0.00	Longevity	\$1,000.00
STAITI, J. MICHAEL	1.00	Graduation Coach	\$20,000.00
STAITI, KIM S	1.00	School Nurse	\$43,042.00
STAITI, KIM S	0.00	Longevity	\$750.00
STANDRING, SHIRLEY L	1.00	HS English	\$55,384.00
STANDRING, SHIRLEY L	0.00	Advisor HS	\$803.88
STANKAITIS, DANIELLE M	1.00	MS Math	\$54,057.00
STEKL, NANCY A	1.00	HS Science	\$72,264.00
STEKL, NANCY A	0.00	Longevity	\$750.00
STEVENS, ERIN A	1.00	MS Social Studies	\$68,790.00
STEVENS, ERIN A	0.00	Longevity	\$750.00
STEWART, DUNCAN L	0.00	Coaching (Fall)	\$2,273.60
STEWART, TODD D	1.00	MS Assistant Principal	\$79,062.80
STEWART, TODD D	0.00	Longevity	\$750.00
STOCKWELL, SUSAN E	1.00	Elem Teacher	\$68,790.00
STOCKWELL, SUSAN E	0.00	Longevity	\$1,000.00
STOLZ, PATRICIA A	1.00	Secretary	\$44,931.00
STOLZ, PATRICIA A	0.00	Stipend Virtual HS	\$2,000.00
STOLZ, PATRICIA A	0.00	Longevity	\$750.00
STOLZ, PATRICIA A	0.00	Advisor HS	\$401.94
STUART, DEBRA A	1.00	Elem Teacher	\$69,630.00
STUART, DEBRA A	0.00	Longevity	\$1,500.00
STYMIEST, MICHAEL G	1.00	Custodian	\$15,449.28
STYMIEST, MICHAEL G	0.00	Retro pay Adjustment	\$1,106.41
SULLIVAN, JEANETTE M	1.00	Aide Sped	\$25,165.00
SULLIVAN, JEANETTE M	0.00	Longevity	\$1,000.00
SZAFAROWICZ, PATRICIA A	1.00	Elem Teacher	\$72,264.00
SZAFAROWICZ, PATRICIA A	0.00	Longevity	\$1,000.00

TANKERSLEY, JANET L	1.00	Secretary	\$35,885.00
TENCZA, MARILYN A	1.00	Principal	\$84,553.73
TERRIEN, DEBORAH A	1.00	Elem Teacher	\$69,630.00
TERRIEN, DEBORAH A	0.00	Longevity	\$1,500.00
TESCHNER, RACHEL N	1.00	Aide - Therapeutic Prog	\$21,257.00
THOMASIAN, ROBIN J	0.80	Aide Sped	\$8,314.55
TOOMEY, CHRISTINE M	0.90	Aide Sped	\$21,983.40
TOOMEY, CHRISTINE M	0.00	Longevity	\$550.00
TOPPER, LISA A	1.00	Elem Art	\$45,272.00
TREMBLAY, NOREEN B	1.00	School Nurse	\$51,394.00
TRIGERO, LAUREN V	1.00	HS Sped	\$45,272.00
TRUMBULL, REGINA Q	1.00	HS Math	\$45,272.00
TUTTLE, DIANA L	1.00	School Nurse	\$25,401.84
TUTTLE, REBECCA L	1.00	Payroll Coordinator	\$47,570.55
VAILLANCOURT, SASHA L	1.00	Elem Teacher	\$63,721.00
VAILLANCOURT, SASHA L	0.00	Longevity	\$750.00
VALARDI JR, EDWARD J	1.00	Custodian	\$35,547.20
VALARDI JR, EDWARD J	0.00	Longevity	\$550.00
VALARDI, BRENDA J	1.00	Food Service	\$19,361.00
VALLEE, CHARLENE C	0.00	Coaching (Winter)	\$2,954.67
VARIN, KERRY E	1.00	HS Social Studies	\$70,532.00
VARIN, KERRY E	0.00	Longevity	\$1,000.00
VASSEUR, CARRIE A	1.00	HS English	\$49,469.00
VERHEYEN-CUDJOE, DOROTHY J	1.00	HS Social Studies	\$70,532.00
VERHEYEN-CUDJOE, DOROTHY J	0.00	Advisor HS	\$1,606.75
VERHEYEN-CUDJOE, DOROTHY J	0.00	Longevity	\$1,500.00
VEROLINI, NORENE J	1.00	Custodian	\$35,547.20
VEROLINI, NORENE J	0.00	Longevity	\$550.00
VERROCHI, EDWARD R III	1.00	HS English	\$54,057.00
VILLANOVA, CAROL-ANNE	1.00	HS English	\$51,394.00
VYCE, JANICE A	1.00	MS Science	\$59,580.00
VYCE, JANICE A	0.00	Longevity	\$750.00
VYCE, JANICE A	0.00	Advisor MS	\$447.11
WAGNER, ANDREW W	1.00	Guidance	\$45,272.00
WAITE, CLARISSA L	1.00	Elem Sped	\$73,987.00
WAITE, CLARISSA L	0.00	Longevity	\$750.00
WALKER, ANTONETTE P	0.80	Aide Sped	\$96.31
WALSH, ANDREW A	1.00	Director of Technology	\$80,000.00
WALSH, ANDREW A	0.00	Travel	\$2,000.00
WATSON, CHERYL A	0.80	Aide Sped	\$3,755.43
WELCH, JOANNE L	0.80	Aide Sped	\$16,532.80
WHITAKER, STEPHANIE M	0.85	Aide Sped	\$19,559.35
WHITCOMB, MARISOL T	0.80	Aide Sped	\$16,946.40
WHITE, KRISTIN L	1.00	Elem Teacher	\$68,477.00
WHITE, KRISTIN L	0.00	Longevity	\$750.00

WHITE, PAUL W	1.00	Custodian	\$35,547.20
WHITELAW, ROBERT B JR	0.00	Coaching (Spring)	\$2,635.87
WHITNEY, CAROL W	1.00	Cafeteria	\$15,324.00
WIDING, MAUREEN A	1.00	School Nurse	\$70,532.00
WIDING, MAUREEN A	0.00	Stipend Nurse Leader	\$1,000.00
WIDING, MAUREEN A	0.00	Longevity	\$750.00
WIDING, MAUREEN A	0.00	Stipend Mentor	\$138.89
WILLIAMS, JANETH H	1.00	Principal	\$94,968.99
WILLIAMS, JANETH H	0.00	Stipend Advance Degree	\$1,000.00
WILLIAMS, JANETH H	0.00	Longevity	\$750.00
WILLIAMS, JOANN	1.00	HS PE	\$68,790.00
WILLIAMS, JOANN	0.00	Longevity	\$750.00
WILLIAMS, MARTHA K	1.00	Aide Media	\$28,760.00
WILLIAMS, MARTHA K	0.00	Longevity	\$550.00
WILLIAMS, MATTHEW S	0.00	Coaching (Winter)	\$2,453.26
WORTHINGTON, PATRICIA A	1.00	Principal	\$102,905.07
WORTHINGTON, PATRICIA A	0.00	Longevity	\$1,500.00
WORTHINGTON, PATRICIA A	0.00	Stipend Advance Degree	\$1,000.00
WROBEL, LINDA	1.00	Elem Sped	\$77,466.00
WROBEL, LINDA	0.00	Longevity	\$1,500.00
WYNNE, AILEY P	1.00	HS English	\$47,033.00
WYNNE, AILEY P	0.00	Advisor HS	\$803.88
WYSZYNSKI, KIM E	1.00	Special Education Chair	\$52,482.00
WYSZYNSKI, KIM E	0.00	Stipend Mentor	\$250.00
YOUNG, BRIAN T	1.00	HS Sped	\$72,264.00
YOUNG, BRIAN T	0.00	Coaching (Spring)	\$3,822.73
YOUNG, BRIAN T	0.00	Coaching (Fall)	\$3,822.49
YOUNG, BRIAN T	0.00	Longevity	\$750.00
YOUNG, BRIAN T	0.00	Stipend Mentor	\$500.00
ZALNERAITIS, BARBARA A	0.90	Aide Sped	\$21,765.60
ZALNERAITIS, BARBARA A	0.00	Longevity	\$550.00
ZALNERAITIS, MICHELLE M	1.00	Elem Teacher	\$57,349.00
ZALNERAITIS, MICHELLE M	0.00	Coaching (Fall)	\$4,389.88
ZALNERAITIS, RICHARD P	1.00	HS Technology	\$65,105.00
ZALNERAITIS, RICHARD P	0.00	Stipend Webmaster	\$10,289.00
ZALNERAITIS, RICHARD P	0.00	Coaching (Spring)	\$4,389.43
ZALNERAITIS, RICHARD P	0.00	Coaching (Winter)	\$2,293.90
ZALNERAITIS, RICHARD P	0.00	Longevity	\$750.00
ZAORSKI, STEPHEN M	1.00	HS Social Studies	\$60,520.00
ZAORSKI, STEPHEN M	0.00	Advisor HS	\$2,537.50
ZAORSKI, STEPHEN M	0.00	Longevity	\$750.00
ZBIKOWSKI, ALISSA	1.00	Elem Sped	\$21,942.66
ZIENIUKE, CELESTE	0.85	Aide Sped	\$19,173.45
ZOLA, JEAN G	1.00	Elem Teacher	\$75,731.00
ZOLA, JEAN G	0.00	Longevity	\$1,500.00

Montachusett Regional Vocational Technical School

Superintendent-Director

Overview

The year 2011-2012 was an exciting one at Monty Tech, marked by student achievement, faculty and staff distinctions, and leadership development. I am honored to serve as Superintendent-Director of Monty Tech, a school that continues to transform secondary education in North Central Massachusetts, bringing to life lessons learned in a classroom, at the workplace, and in the community. This school exemplifies what I believe good education is all about.

A Monty Tech education is grounded in workforce preparedness, balanced by a rigorous academic curriculum. Our students are prepared not only to enter the workforce, but to also continue their education by enrolling in college. Each year Monty Tech conducts a *One-Year-Out Survey*, measuring “positive placements,” as defined by the Carl D. Perkins Vocational and Technical Education Act. By tracking students who have enrolled in post-secondary education programs, secured employment aligned to their vocational training, or are serving our country in the United States military, we are better able to inform potential students, advise current students, and deliver vocational-technical programs that are relevant to today’s workforce trends and labor market needs. One year after leaving Monty Tech, the graduates of 2011 reported the following:

- 33% are currently employed in a field related to their Monty Tech trade
- 12% are employed in a field unrelated to their vocational education
- 45% are currently pursuing a higher education, and
- 8% have elected to serve in the United States military

Compiling information for the Annual Report has provided me with an opportunity to reflect on the achievements and activities of our students, faculty and staff. I am fortunate to work closely with a talented leadership team, many of whom have contributed to this report, and given great insight into some of the more notable highlights of the 2011-2012 academic year, including:

- 95% of our students scored Advanced or Proficient in the state’s English Language Arts exam, up from 87% in 2010-2011.
- 88% of our students scored Advanced or Proficient in the state’s mathematics exam, up from 87% in 2010-2011.
- Class of 2012 graduate Victoria Holbert served as the National SkillsUSA President, traveling across the country and abroad to advocate for vocational-technical education. She participated in the “Education Nation Summit,” engaging in high-level discussions on the state of the American Education system.
- Seven students advanced through local, district and state competitions to earn the right to compete at the National SkillsUSA Conference in Kansas City, Missouri. The Monty Tech national delegation was awarded four gold medals and two bronze medals.
- For the third consecutive year, the Monty Tech Marine Corps JROTC program was awarded the distinction of “Naval Honor School,” in recognition of exemplary community service.
- One outstanding JROTC Cadet was awarded the Naval Reserve Officers Training Corps Scholarship, receiving full tuition, fees, books, uniforms, summer experiences, as well as monthly stipends. She is now attending Norwich University.
- Monty Tech continues to participate in the highly selective Student Spaceflight Experiment Program, representing the only vocational school in the nation to have a student science experiment launch into space, and providing students with an opportunity to study the effects of gravity on their science project.

Montachusett Regional Vocational Technical School

Superintendent-Director

Much like districts across the state, Monty Tech has been affected by the nationwide economic recession. Maintaining high standards of fiscal responsibility, with an eye on our over-arching mission of increasing student achievement, this school has been able to maintain our high standards of academic success, while presenting a budget that is fiscally conservative. Our FY12 Annual Budget was unanimously accepted by each of the eighteen member communities, and reflected a 2.4% increase over the 2010-2011 Educational Plan. We deeply appreciate the public's support for Monty Tech. We recognize that we are in the midst of some of the most difficult economic times faced by residents of our member cities and towns. As a result, we will continue to strive to seek creative ways to keep down costs to our 18 member communities.

Our Mission

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

Our District

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham
Ashby
Athol
Barre
Fitchburg
Gardner

Harvard
Holden
Hubbardston
Lunenburg
Petersham
Phillipston

Princeton
Royalston
Sterling
Templeton
Westminster
Winchendon

Leadership

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has been able to transform the school into one of the most sought-after high schools in North Central Massachusetts.

Nicholas DeSimone, Principal
Francine Duncan, Director of Technology
Christina Favreau, Director of Academic Programs
James Hachey, Dean of Admissions
Richard Ikonen, Director of Facilities

Tammy Lajoie, Business Manager
Richard Nutt, Director of Vocational Programs
Steven C. Sharek, Superintendent-Director
Katy Whitaker, Development Coordinator
Victoria Zarozinski, Director of Student Support Services

Montachusett Regional Vocational Technical School

Superintendent-Director

Enrollment

On October 1, 2011, student enrollment at Monty Tech included 1,435 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (58), Ashby (37), Athol (110), Barre (39), Fitchburg (376), Gardner (173), Harvard (4), Holden (60), Hubbardston (56), Lunenburg (72), Petersham (8), Phillipston (17), Princeton (14), Royalston (24), Sterling (58), Templeton (110), Westminster (70), and Winchendon (127).

Throughout 2011-2012, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2011, approximately 1,000 district eighth graders participated in the annual "Tour Day" event. Students toured our twenty vocational/technical areas and learned about the school's challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members, to further explore the facilities and talk with staff members.

Each year, the Dean of Admissions conducts school visits, student interviews, and accepts applications for admissions. 2011-2012 proved to be an exceptionally busy year for him, as the school received a record 823 applications for admission. Of those, 773 were from students hoping to enter our incoming freshman class. The balance of the applications came from students hoping to enter the school as upperclassmen. Because there are only a limited number of students the school can accept each year, 380 freshmen and 24 upperclassmen were admitted.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school, and participate in hands-on learning experiences across a variety of vocational/technical areas. The program continued to attract a large number of students during the 2011-2012 school year, serving approximately 675 area students.

Class of 2012 Awards

Members of the Class of 2012 were awarded approximately \$50,000 in scholarships. The Monty Tech Foundation generously provided \$21,000 in scholarships to graduating seniors, ranging in amounts of \$100 to \$1,500. The Foundation also awarded \$6,000 to the practical nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college credits through a number of articulation agreements with public and private colleges across the country. Just over 70% of the graduating class of 2012 reported plans to enroll at either a 2-year college, 4-year college/university, or a technical/trade school upon graduation. By earning college credits while still in high school, these students will benefit by saving both time and money as they pursue advanced educational programs.

Montachusett Regional Vocational Technical School

Superintendent-Director

Financial Report

Numerous challenges were faced during the development of the fiscal year 2011-2012 budget, including rising health insurance and student transportation costs. Considerable effort was put forth by the School Committee, administration, and staff to develop a cost-effective budget. The final fiscal year 2011-2012 Educational Plan totaled \$22,744,779, which represents a 2.4% increase over the 2010-2011 Educational Plan.

The District was audited in August 2012 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and an “excellent” report is anticipated.

Grants and Contracts

Monty Tech continues to pursue grant funding on an annual basis. These funds assist in providing many educational and social services to the student population. For fiscal year 2012, state and federal grant sources provided the school with \$1,407,959. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Drug Free Schools, Perkins Occupational Education, and Summer Academic Support.

In addition to state and federal grant sources, Monty Tech was also the recipient of private and competitive grant awards totaling \$20,918. For Fiscal Year 2012, Monty Tech received \$13,251 in grant funds from the Community Foundation of North Central Massachusetts, to support the Student Spaceflight Experiment Program. The Massachusetts Space Grant Consortium and Nypro also contributed to this ground-breaking program, by adding an additional \$7,667 in grant funds.

Grants totaled \$1,428,877 for fiscal year 2012.

Academic Achievement











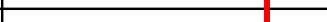

Montachusett Regional Vocational Technical School continued to see significant improvement in MCAS scores in English Language Arts, Mathematics, and Biology. In the spring of 2012, Monty Tech's passing rate on the English Language Arts exam was 100%, Mathematics 99%, and Biology 98%.

English Language Arts	2010	2011	2012
Students Tested	351	358	361
Passing	99.9%	100%	100%
Advanced/Proficient	83%	87%	95%
Needs Improvement	17%	13%	5%
Failing	.0001%	0%	0%

Mathematics	2010	2011	2012
Students Tested	351	358	360
Passing	97%	98%	99%
Advanced/Proficient	80%	86%	87%
Needs Improvement	17%	12%	12%
Failing	3%	2%	1%

Biology	2010	2011	2012
Students Tested	383	362	361
Passing	95%	97%	98%
Advanced/Proficient	68%	71%	73%
Needs Improvement	27%	27%	24%
Failing	5%	3%	2%

The district continues to make progress toward narrowing proficiency gaps. Students in all subgroups have met their progress and performance targets, moving the school into a Level 1 Status.

Student Group	On Target = 75 or higher	Performance	Progress
All Students		85	Met Target
High Needs		75	Met Target
Low Income		79	Met Target
ELL and Former ELL		-	-
Students with Disabilities		76	Met Target
American Indian/Alaska Native		-	-
Asian		-	-
African/American/Black		-	-
Hispanic/Latino		84	Met Target
Multi-Race, Non-Hispanic/Latino		-	-
Native Hawaiian/ Pacific Islander		-	-
White		91	Met Target

Montachusett Regional Vocational Technical School

Superintendent-Director

Vocational Projects in the District Communities

Unlike students in traditional, comprehensive high schools, students at Monty Tech are asked to put their education into practice on a daily basis. Students across the twenty different vocational technical education programs are building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services.

The 2011-2012 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

Auto Body: Collision Repair Technology: During 2011-2012, the program was fortunate to receive equipment upgrades including new tool boards and hand tools. The program also introduced students to a virtual 3-D spray system, designed to provide students with the opportunity to practice the technique of painting without using any materials. The program's waterborne paint spray booth continues to provide students with training with more efficient waterborne paint systems. Throughout the year, the program received over one hundred requests for service and repair work, including a number of requests from local school, police and fire departments. Students and instructors refinished a Fitchburg police cruiser and two bumper covers, repaired the Fitchburg Firefighter's Association Mack fire truck, and repaired the back of a damaged Cushing Academy student bus. (Total enrollment: 63; 44 males, 19 females)

Automotive Technology: Two of our top students were asked to compete in the underclass division at the state level in the Mass Tech Competition. Juniors Hunter Manley and Mike Pauplis (Class of 2013) represented Monty Tech, and placed 2nd in the state. Hunter Manley was also recognized for receiving the highest written score in the state. The program also supported three students in the Co-Operative Education program. These students gained valuable workplace experience, applying the skills they learned in the rigorous automotive technology program, and received high praise from their employers. The program performed over four hundred services, and was fortunate to receive a new air conditioning station, providing students with an opportunity to be trained in this updated equipment/technology. Total enrollment: 63; 52 males, 11 females)

Business Technology: Students and instructors in the Business Technology continue to enjoy an increased presence in the school community, providing assistance to shops and offices throughout the school by coordinating bulk mailing, labeling, organizing, and collating jobs. Offices that receive direct support from the Business Technology program include: Monty Tech Nurses' Office, front office, and Student Support Services. Students also assist wherever there is a customer service need, as in the annual greenhouse project, directed by Mr. Dylan Hager. Students serve as customer service representatives and cashiers for this very busy seasonal operation. Students also run a successful school store, refining their skills in cash handling, customer service, organization, and marketing. (Total enrollment: 76; 17 males, 59 females)

Cabinetmaking: Cabinetmaking students spent a great deal of time building and installing cabinetry in a number of public offices throughout the Monty Tech district. During the 2011-2012 school year, students and instructors were particularly busy renovating the Gardner Mayor's office. Using quarter sewn red oak, students carefully tried to match the architectural details of the building with the new cabinetry, creating a beautiful wall unit for the office. Work continued in Gardner at the Fire Station, where solid cherry cabinetry was built and installed to update the facility. Building podiums, storage units, and all of the gifts for the annual Superintendent's Dinner kept the students and instructors extremely busy

throughout the remainder of the year. Finally, the program was also fortunate to receive a dovetailing machine, capable of dovetailing a drawer box in under one minute. Monty Tech is the only vocational school in the state to provide education and training on such technology. (Total enrollment: 73; 44 males, 29 females)

Cosmetology: Providing students with educational space that closely reflects industry trends and a typical workplace environment are paramount in the cosmetology program. In September 2011, students returned from summer vacation to find their shop space renovated to more accurately reflect industry. The clinic floor was remodeled, twenty-three stations were replaced, sound tiles were recovered, and the shop area was reconstructed to increase the visibility of the students and provide an “open concept” layout. Each of the twenty-two graduating seniors successfully obtained their cosmetology license before graduation- the largest number of licensed cosmetologists per graduating class in Monty Tech’s history! In April the students gained invaluable experience, travelling with the instructors to New York City to attend the International Beauty Show. Monty Tech cosmetology instructors continued to promote community service, encouraging all students to participate in meaningful activities at the Gardner High Rise. Students provide free hair and nail services to the elderly once a month, a program that began in 1998. (Total enrollment: 91; 1 male, 90 females)

Culinary Arts: Students and instructors in the Monty Tech Culinary Arts program are among the busiest in our school. In addition to operating a full-service dining room and bakery, culinary students and instructors participated in the Wachusett Chamber of Commerce “Taste of Wachusett” at Wachusett Mountain, and continue to showcase their talents at similar trade shows and events throughout the year. The program provided breakfast, luncheon and dinner, as well as support staff, for a number of events for public organizations, including the Fitchburg Rotary Club, Nashua River Watershed Association, Senate Ways and Means Committee, and the Fitchburg City Council. (Total enrollment: 100; 36 males, 64 females)

Dental Assisting: 2011-2012 proved to be a busy one for the students and instructors in the Dental Assisting program. The program supported four students who competed at the district level for SkillsUSA. One went on to compete at the state level, where she earned a silver medal. Monty Tech welcomed Community Health Connections, a school-based dental hygiene program whose goal is to provide dental services to students in need. Through this initiative, approximately thirty-nine students were examined by a dentist, had their teeth cleaned, and had sealants or temporary fillings applied as needed. Monty Tech Dental Assisting students were given hands-on, practical experience, as they assisted the staff from CHC during each dental procedure that was performed. Dental Assisting students also attended the Yankee Dental Convention, and learned about the most current trends and practices in the field. Finally, the program received new equipment, including a model trimmer, whip mix, an X-ray developer, and instrument cassettes. (Total enrollment: 57; 4 males, 53 females)

Drafting Technology: The Drafting program is proud to announce that out of ten seniors, seven were offered (and accepted) full-time employment in the drafting and design trade prior to high school graduation. We expect these students will be extremely successful applying skills they acquired through their vocational training at local companies, including the following: Aubuchon, Process Cooling, Nypro, Inc., and Essco Manufacturing. 2011-2012 brought new equipment and technology to the program, and students particularly enjoyed working with the new Dimension Elite Printer. The shop continued to provide countless community services in the form of banners, signage, building plans, interior design plans, and decorating for school-sponsored events. A capstone project for the 2011-2012 year came in the form of developing plans for a much-needed school reconfiguration. The Student Support Services Department was relocated, centralizing all offices the public visits frequently. Students and instructors worked closely with administration, instructors, and officials to design a more efficient and modernized space. (Total enrollment: 41; 28 males, 13 females)

Early Childhood Education: The Early Childhood Education program at Monty Tech proudly graduated sixteen students, all college bound, from the program in June. The program continues to be a popular

trade, with an emphasis on community service and continued education. During 2011-2012, Early Childhood Education students participated in the Fitchburg Public Schools: Math & Literacy Fair, operating a table, and engaging children in an activity-based scavenger hunt, based on two popular children's books. Four students from the program represented Monty Tech at the SkillsUSA National Skills and Leadership Conference in Kansas City, MO. Whether the students were competing, singing the national anthem, or receiving a volunteer service award, each of these young ladies represented the school and the Early Childhood Education program very well. The Monty Tech Childcare Center continues to operate at full capacity, serves as a co-operative education site for two students, and successfully prepares their young students for transition into Kindergarten. The Center's Director, Ms. Kelley Booth, visits with prospective parents almost daily and handles frequent calls for Fall placement. (Total enrollment: 66; 4 males, 62 females)

Electrical: The Electrical program at Monty Tech continues to be one of the busiest trades in the school. During the 2011-2012 year, students and instructors completed in excess of two hundred projects that required repair or installation. Some of the more notable accomplishments from this shop include: all electrical work (including wiring and installation) at the Ashburnham Bresnahan Scouting Center, all electrical work (including wiring and installation) for the Mayor's Office in the City of Gardner, and work in Winchendon Public Schools, including installing new outside lighting, installing new hand dryers in bathrooms, installing and wiring new stage lighting, and performing a number of energy saving upgrades to benefit our local partners in education. The Electrical program is particularly proud to have trained a top student included in the Team Works competition for SkillsUSA. The Monty Tech Team Works unit won a gold medal at the state level and then travelled to Kansas City, MO to compete with other teams from across the country. There, the Monty Tech Team Works unit was awarded the gold medal, receiving the highest honor in the country for their outstanding building and teamwork skill. (Total enrollment: 86; 81 males, 5 females)

Engineering Technology: The Monty Tech Engineering program has undergone a great transformation over the course of the past four years. During the 2010-2011 exploratory process, the process was changed to attract the interest of more students, and the exploratory project was changed from a robot to an IPOD stereo amplifier. The exploratory project for 2011-2012 remained the same, and as a result, eighteen listed this program as their top choice. Seven of the eight graduating seniors report positive placements; six graduates enrolled at 2- or 4-year institutions, while one graduate is now serving in the U.S. Coast Guard. The instructors were pleased with the addition of new equipment, including scopes, signal generators, and computers, aiding students as they continue to complete numerous repairs for faculty, staff and students, including: in excess of one-hundred fifty headphones, video game systems, iPods, phones, and other electronic devices. (Total enrollment: 52; 43 males, 9 females)

Graphic Communications: The Monty Tech Graphic Communications program is pleased to have graduated twenty-two students, all of whom were accepted at a variety of colleges, including 2-year, 4-year, public, and private institutions. Throughout the 2011-2012 school year, the shop continued to produce large quantities of print projects for district towns and community service organizations. This year, the shop produced approximately three hundred forty projects, billing in excess of \$15,000. This may be calculated as a savings of up to \$65,000. The shop also produced yearbooks for local institutions, saving each school approximately \$8,000 - \$10,000, as the billing only reflects cost of materials. In our student-operated copy center, over three million black and white copies, two hundred fifty thousand color copies, and over five hundred wide format prints were completed. The program was fortunate to receive a number of equipment upgrades and pieces of new technology, including: booklet maker, spiral binder, wide format printer, color proofing machine, folding/perforating machine, computer-to-plate system, paper cutter, shrinkwrap machine, automatic creaser, four new Macintosh computers, and new student chairs. (Total enrollment: 93; 27 males, 66 females)

Health Occupations: The Health Occupations program at Monty Tech continues to incorporate the EMT curriculum into the program, providing students with a wide range of medical knowledge and exposure to a variety of health-related career options. In an effort to increase opportunities for hands-on application

and deeper understanding, the number of program affiliation sites has been increased. Instructors have also approached offices at Heywood Hospital, to discuss expanded opportunities for students to gain more acute care experience. The program, which boasts an enrollment of over one hundred students, continues to participate in community service programs, including the annual Red Cross Blood Drive, Pediatric Day (in conjunction with students from the Early Childhood Education program), and a “baby shower” for women living in a local battered women’s shelter. The program was also instrumental in bringing a powerful guest speaker, Chris Herren, to the school to discuss drug addiction and recovery. (Total enrollment: 101; 6 males, 95 females)

House Carpentry: Most of the work done by the students and instructors in the Monty Tech House Carpentry program is done off-campus, completing renovation, building, and repair work for member communities. Some of the more notable projects from the 2011-2012 school year include: beginning work on the Bresnahan Scouting Center (Ashburnham), leading renovation efforts at the offices of the Mayor of the City of Gardner, constructing and installing kiosks for the Ashburnham Conservation Trust, constructing and installing a set of exterior stairs to train dogs to walk with blind individuals (Fitchburg), constructing, painting and installing eight flower boxes for the Fitchburg Rotary Club (Fitchburg), and building a number of sheds on location. (Total enrollment: 68; 51 males, 17 females)

Industrial Technology: Students and instructors in the Monty Tech Industrial Technology program are called on for “a little bit of everything.” Whether busy on campus or off, these students contribute to the educational community in countless ways. During 2011-2012, some of the more notable accomplishments include: stripping and shingling 6,000 square feet of roofing at the Princeton Light and Power Company, the installation of storage sheds at the Briggs Elementary School (Ashburnham), and working closely with the school’s House Carpentry program to construct the Bresnahan Scouting Center (Ashburnham). In-house projects included the creation and construction of décor for the annual Superintendent’s dinner and countless repairs, maintenance and troubleshooting efforts throughout the school. The co-operative education program continues to be a highlight for students in the Industrial Technology program, as seven students were awarded co-op placements during the year. Student experience in the program was enhanced with the purchase of two pieces of equipment, a power equipment lift and heavy-duty band saw. (Total enrollment: 58; 48 males, 10 females)

Information Technology: While 2011-2012 proved to be a year marked by many changes for the Information Technology program, including large-scale relocation efforts, curriculum and instruction remained steady. As with any school, information technology provides key services to the educational community. In addition to the critical in-house Help Desk services offered by the program, students and instructors performed in excess of two hundred hours of repair, upgrading, and troubleshooting computer problems for Monty Tech community members. Thirty-one students earned Internet Computing Core (IC3) certification, and eighteen students completed the Occupational Safety & Health Administration 10-hour training and certification course. Students in Information Technology competed in the Fall and Spring Programming competition at Fitchburg State University, as well as the local, district and state levels of the SkillsUSA competitions. Eight students travelled to the Massachusetts SkillsUSA state competition to compete in three categories: Internetworking, Mobile Robotics, and 3-D Animation. Monty Tech Information Technology students were awarded bronze medals in all three categories. (Total enrollment: 68; 59 males, 9 females)

Machine Technology: The Monty Tech Machine Technology program saw several key improvements during the 2011-2012 school year. The program benefited from new technology, including: a surface grinder, three tabletop CNC simulators, and a CNC laser engraver. Two students advanced from the SkillsUSA district competition to compete at the state level, one in Precision Machining and the other in CNC Milling. The program is particularly proud of student efforts in CNC Milling at the state SkillsUSA competition, where Monty Tech students placed 1st, 3rd, 4th, and 5th! Three students were offered co-op employment, and were able to put their vocational education into practice at area machine shops. Students who remained at the school refined their skills by completing a number of special projects, including: manufacturing brass plaques to mark projects within the school and outside projects in Monty

Tech communities, laser engraving over three hundred Superintendent's Dinner gifts, laser engraving over three hundred eighty ball markers for the school's annual golf tournament, laser engraving the town seal on a podium built by Cabinetmaking (Town of Holden), laser engraving plaques for the school's annual car show, and machining parts for the school's maintenance department including pins for the backhoe, shafts for the rooftop heating system, and rebuilding the sander unit. (Total enrollment: 60; 51 males, 9 females)

Masonry: Students and instructors in the Monty Tech Masonry program were busy on our campus, as well as in many of the member communities throughout the 2011-2012 school year. Community services included: designing and installing the stone patio at Coggs Hall Park (Fitchburg), restoring a local cemetery garage (Fitchburg), brick restoration at a local senior center (Fitchburg), tiling the bathroom in the Mayor's Office (Gardner), tiling the kitchen at the fire station (Gardner), ensuring handicap accessibility by installing ramps and new sidewalks at Lunenburg High School, repointing the brickwork on Pearl Street, Cross Street, and Ipswich Street for the Winchendon Housing Authority, and repointing the brick basement at an area senior center (Winchendon). When students weren't busy in our district communities, they were preparing for and competing in the Massachusetts Trowel Trades Association (MTTA) competition, where our students placed 1st in Hardscape, were recognized with the following distinctions: Seniors – 1st place, Juniors – 2nd place and 3rd place, Sophomores – 1st place and 3rd place. Students and instructors also worked to beautify our own campus by installing a rainwater recovery system and waterfall, constructing three planters in front of the school, and pouring concrete for the school's new MART bus station. (Total enrollment: 58; 50 males, 8 females)

Plumbing: The Monty Tech Plumbing program, like others throughout the school, is committed to community service, and as a result, during the 2011-2012 school year, students and instructors participated in the construction of a new community function center for the William T. Bresnahan Scouting and Community Center, Inc. in Ashburnham. Students and instructors also worked to complete rough plumbing, radiant floor heating, and radon mitigation systems in a new commercial building in Ashburnham. On our own campus, students worked daily on fixing leaks, cleaning drains, and repairing and maintaining the plumbing system in the school. The Plumbing program is particularly proud to have trained one student included in the Team Works competition for SkillsUSA. The Monty Tech Team Works unit won a gold medal at the state level and then travelled to Kansas City, MO to compete with other teams from across the country. There, the Monty Tech Team Works unit was awarded the gold medal, receiving the highest honor in the country for their outstanding building and teamwork skill. The Monty Tech Plumbing program proudly graduated seventeen students in the Class of 2012. Two students, in particular, received prestigious trade awards/recognitions: Jon Sweeney of Ashby won the Central Massachusetts Plumbing & Gasfitting Inspectors Association scholarship, and Vinny Acito of Petersham won the New England Plumbing, Gas, and Mechanical Inspectors Association scholarship. Several graduates of the class of 2012 have been hired as plumbing apprentices at local plumbing companies. (Total enrollment: 70; 65 males, 5 females)

Welding/Metal Fabrication: The Welding/Metal Fabrication program is charged with successfully completing numerous projects on the Monty Tech campus, including repair work, layout, design and installation. In conjunction with other trades at the school, students and instructors in the Welding/Metal Fabrication program are instrumental in the successful completion of many of the school's capstone projects. Their contributions include: fabricating and installing one hundred twenty feet of guard rail for Barre Municipal Building, repairing an antique hand rail for Barre Municipal Building, fabricating and installing over one hundred feet of handicap railing for Lunenburg High School, and fabricating a stainless steel backsplash for the Gardner Fire House. The program benefited from the addition of new equipment, including a Millermatic® 211 Auto-Set Mig Welder and a four foot box & pan brake. The program was pleased to place three top students in Co-Operative Education work experiences across the district. (Total enrollment: 55; 52 males, 3 females)

Special Services

During the 2011-2012 school year, Montachusett Regional Vocational Technical School District provided special services to over three hundred students – measuring progress of approximately two hundred students on Individual Education Plans (IEPs) and just over one hundred students adhering to individualized 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department is fortunate to be able to support a full-time school social worker who participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is fortunate to have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three-year re-evaluation. In addition, we have a full-time speech pathologist, who is available to assist students with disabilities, assess these students and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention.

The school's Director of Student Support Services oversees the district's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. This comprehensive review and evaluation is done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

Technology

In the area of technology, Montachusett Regional Vocational Technical School continues to move forward. iPads are being used by students utilizing ASSISTments, a software program designed to identify student strengths and weaknesses and to improve student achievement in mathematics. SmartBoards have been added to the Information Technology program, and computers have been replaced in accordance with the district's computer replacement plan.

Monty Tech launched a new website in January 2012. The website includes many new features designed to improve communication with Monty Tech students and parents, as well as the public. Web pages can be translated into several languages, and content has been added to provide more information about the school. School Committee and Subcommittee meeting notices and agendas have also been added to the school website.

In an effort to promote effective communication with parents of our students, school administration has encouraged the teaching staff to use the student information system online gradebook, which provides up-to-date information about student grades, attendance, and conduct. Participation on the part of staff and parents continues to increase.

SkillsUSA

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. Through our association with SkillsUSA, Monty Tech students develop job skills, leadership and professional skills, as well as provide community service.

The 2011-2012 school year was an extraordinary one for our chapter of SkillsUSA. The students met the challenges of district competitions, performed well at the state level, and took back to Monty Tech five national medals. Another first for the Monty Tech SkillsUSA chapter – class of 2012 graduate, Victoria Holbert, was elected National SkillsUSA President, representing the school and the Commonwealth of

Massachusetts respectfully at a number of high profile engagements. Serving as advisors for the 2011-2012 school year were Timothy Gately (English Instructor), Anne Marie Cataldo (Early Childhood Education Instructor), and Dan Starr (Graphic Communications Instructor).

Highlights of the year included:

- Victoria Holbert served as National SkillsUSA President.
- In the fall of 2011, the Monty Tech SkillsUSA chapter led a “Change for Children” campaign to benefit a Holiday Party for disadvantaged children. Throughout the year, the chapter continued to focus their efforts on disadvantaged children, raising over \$500 for the Doug Flutie Foundation for Autism.
- In November, thirteen students traveled to the three-day Annual Fall State Leadership Conference where they developed leadership skills and performed community service at an area YMCA Day Camp.
- In March 2012, a total of fifty-seven medals were captured at the District Competition hosted by Bay Path Regional Vocational Technical School: 20 gold medals, 15 silver medal, and 22 bronze medals. Also, two students qualified to run for the State Executive Council.
- Class of 2013 student, Russell Holbert, was selected to serve on the State Advisory Committee to aid in the planning of the State Conference.
- In April 2012, more than seventy students traveled to Blackstone Valley Regional Vocational Technical High School to participate in the State Leadership and Skills Conference, where seventeen students were awarded medals for their outstanding achievements. Among the medalists were seven students who earned gold medals in their competition, qualifying them for the annual National Leadership & Skills Conference held in Kansas City, Missouri, in late June.
- Several students were invited to participate in the National Leadership conference for outstanding personal achievements. Suzanne Sanford was recognized for winning State Pin Design Contest, Shawna Babineau was selected to sing the National Anthem at the Opening General Session and at the Kansas City Royals Game, and Jessica Shattuck was presented with the President’s Volunteer Service Award.
- Six students returned from the annual National Leadership & Skills Conference with awards. *TeamWorks*: consisting of James Grenier (Carpentry), Aaron Beals (Plumbing), Max Hitchcock (Electrical), and Allen Bourgouis (Masonry), earned a gold medal. In *Power Equipment Technology*: Troy Jollimore (Industrial Technology) earned a bronze medal and in *CNC Milling Technology*: Jeremy LeBlanc (Machine Technology) earned a bronze medal.

Marine Corps Junior ROTC

The 2011-2012 school year was a strong, effective and rewarding year for the Monty Tech Marine Corps Junior ROTC program. The year started with our July 4th parades, where our Color Guard detail was in high demand. The Color Guard remained busy throughout the year, presenting Colors at more than fifty ceremonies that varied in size and location, from small town ceremonies, professional sporting events, and even within the Senate chambers at the Massachusetts State House.

In addition to leadership exercises, the Cadets were actively engaged in community service activities, raising funds for deserving charitable organizations in the area. The Cadet Corps selected “Canine’s For Combat Veterans” from Princeton, Massachusetts as its primary recipient for their fundraising efforts. Efforts led by 1st Sgt. Paul Jornet, the Cadet Corps, and a few friends, resulted in a record donation of just over \$21,000 dollars to support this very worthy cause.

For the third consecutive year, the Monty Tech MCJROTC Cadet Corps was awarded the distinction of Naval Honor School, in recognition of exemplary performance. Other notable highlights for the year include:

- Ten-mile March-A-Thon to support “Canine’s for Combat Veterans”
- Annual raffle to support leadership trips
- Veterans’ Day Ceremonies hosted by Monty Tech
- National High School Cyber Defense Competition, 4th place overall.
- National High School Cyber Defense Competition, Best Marine Corps Team
- Military airlift to Camp Shelby, Mississippi, for a seven day training package
- One deserving Cadet awarded a full National Reserve Officers Training Corps Scholarship
- Memorial Day Observation in five sending communities
- Five Cadets attended advance leadership training in Boswell, Pennsylvania
- Unit conducted in excess of six thousand hours of community service

Women in Technology

This year, the Women In Technology Program (WIT) observed its 10th anniversary of providing opportunities for young women from high schools located throughout the district to learn firsthand about careers in high-tech and business. Qualified applicants spent two days a month working on real-world work projects under the mentorship of company managers at SimplexGrinnell and Tyco Safety Products, subsidiaries of Tyco International, a Fortune 500 company.

Students from six area high schools - Monty Tech, Leominster’s Center for Technical Education, Oakmont, Quabbin, Gardner and Narragansett - participate in the program, working on a wide variety of projects. Their projects are unveiled at an annual end-of-the-year presentation held in Monty Tech’s Performing Arts Center. Corporate sponsors, along with families, friends and teachers, are invited to attend and see what the students have accomplished.

This long-standing program continues to offer opportunities to young ladies interested in gaining work experience in a corporate setting. Affiliation with the program and skills acquired through participation in the Women in Technology program will open doors to career opportunities not otherwise available to high school students. Graduates of the program are also equipped with a foundation to better meet the challenges of an ever-changing and demanding work force.

A number of Monty Tech students who have completed the program have gone on to rewarding and well-paying careers, made possible by this unique experience.

Student Athletics

The Monty Tech athletic program continues expand in scope and skill each year. More students and teams compete every season. In the fall of 2011, Monty Tech was well-represented by eighteen teams. In the winter months, there were twelve teams, and wrapping up the year, spring saw nine teams come together at Monty Tech.

Last fall, the Varsity Football team was 3-8, but they lost three very close games. The team produced five Colonial Athletic League All-Stars. The Freshman Football team was 3-3 and had twenty-seven players finish the season. The Varsity Boys Soccer team finished at 10-6-1, qualifying for the post-season tournament, where they lost to Blackstone Valley Tech, 2-1, in a very tight game. They had two players named to the Colonial Athletic League All-Star team. The JV Boys Soccer team was 4-5-2, an improvement over the last year. The Varsity Golf team was 8-8 overall, playing in the Central Mass Division 3 Tournament. They also played in the State Vocational Tournament and finished 3rd in the CAL Tournament. Three Monty Tech golfers were named to the Colonial Athletic League All-Star team. The Field Hockey team was 9-5-1, qualifying for the Central Mass Tournament for only the third time in the program’s history. There they lost to Auburn 3-1. The JV Field Hockey team finished at 4-2-1. The Boys Cross Country team was 7-3 and finished 2nd in the CAL with a 6-1 record.

The Varsity Girls Volleyball team went 4-16, but continued to play hard throughout the season. They organized their annual Bump-Set-Spike competition, to fight Breast Cancer, in October and raised a large sum of money. Two players were named to the Colonial Athletic League All-Star team. The JV Girls Volleyball team was 6-8 and the Freshman Girls team continued to improve each match. The Varsity Girls Soccer team was 7-7-1, and qualified for a post-season berth. While the team lost to Oakmont High School, 4-1 to finish the season, two stand-outs were named to Colonial Athletic League All-Star team. The JV Girls Soccer team finished at 5-7-1. With most of the girls moving up next fall, our girls program looks very promising.

The Girls Varsity Basketball finished at 8-12 on the season. With only two seniors on the team, they look to improve next year. They had two players named to the Colonial Athletic League All-Star team. The JV Girls were 10-11 and the Freshmen Girls were 9-5, as they prepared to move up to the JV and Varsity programs next year. The Varsity Boys Basketball team finished at 7-13. Two players represented Monty Tech on the Colonial Athletic League All-Star team. The JV Boys Basketball team was 14-8 and played with a lot of desire and pride. The Freshmen Boys were 6-10. The Co-op Wrestling team participated in many dual meets and tournaments finishing at 2-10. The Co-op Ice Hockey team did very well again as they won the Central Mass Coughlan Conference and participated in the District Tournament losing to Auburn. The JV Ice Hockey team played very well, as the younger players look to improve their skills. Monty Tech also participated in a Co-op Swim team with Leominster and North Middlesex and again it went very well. The program benefits from area facilities, swimming at the Fitchburg State University pool, one of the best in the area.

In the spring, the Varsity Softball team qualified for the Central Mass Tournament with a 11-9 record, losing to Uxbridge. The JV Softball team was 4-4, due to a very wet May. The Varsity Boys Volleyball team was 7-10 and the new JV Boys Volleyball team was 6-6. The Varsity Baseball team finished at 7-13. The JV Baseball team was 10-5 and the Freshmen Baseball team was 1-10. Due to a wet season, the Monty Tech baseball program proved to be flexible, travelling to the Westminster Babe Ruth field for many of their home games. The Boys Track & Field team was 7-3, placing second in the Colonial

Athletic League with a 5-2 record. The Girls Track & Field team finished with an overall 5-5 record, 3-3 in the Colonial Athletic League.

Congratulations to the Outstanding Male and Female athletes for 2011-2012, Korey Wilson and Meredith Carrier.

Postgraduate and Continuing Studies

The Postgraduate & Continuing Studies Program, also known as Monty Tech Nites, continues to update and add courses that emphasize a commitment to excellence through the provision of affordable, quality, and enjoyable educational experiences.

For the Fall of 2011, there were 108 postgraduate and continuing education courses offered, with approximately 954 seats sold. There were 106 courses offered during the Spring 2012 semester, with over 960 seats sold.

In March 2012 the postgraduate program successfully graduated our first class of fifteen Emergency Medical Technicians. The students took their practical exam at Monty Tech and proceeded to take their written exam at a state-designated facility. Several graduates have already found employment in their chosen field.

The Director of the Postgraduate & Continuing Studies Program actively seeks information to develop new (and expand existing) certificate and licensure programs that align with regional workforce needs and employment trends.

Practical Nursing Program

The Practical Nursing Program is a post-secondary licensure program, offered through the Postgraduate & Continuing Studies Department. The widely popular program is designed to prepare graduates to practice safely, ethically and in a caring manner for patients who are experiencing common variations in health status in diverse health care settings.

In October 2010, Monty Tech's Practical Nursing Program was reviewed by the Massachusetts Board of Nursing and received full approval status. The program has since maintained that accreditation, and in June 2011 the program became a candidate for accreditation by the Council on Occupational Education (COE). The Practical Nursing Program is scheduled for a full review and site visit by COE in November 2012.

In June 2012, the Practical Nursing Program graduated twenty-eight students bound for the nursing profession. Upon completion of the program, the cohort achieved an initial NCLEX pass rate of 94%, up from 87.5% in 2011. The program is pleased to announce that over one third of our graduates have elected to continue their education, in pursuit of a bachelor's degree in nursing through the LPN to BSN Bridge program at Fitchburg State University.

The Montachusett Regional Vocational Technical School Committee

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures.

Our students continue to benefit from the broad scope of their experience and varying perspectives, and we are thankful to the following members of the School Committee for their outstanding service.

Diane Swenson, Ashburnham
Chair

Eric Olson, Phillipston
Vice Chair

Terri Hillman, Winchendon
Secretary

Norman J. LeBlanc
District Treasurer

Warren Landry, Ashby
Toni L. Phillips, Athol
John Scott, Barre
Brian J. Walker, Fitchburg
Robert H. Campbell, Fitchburg
LeRoy Clark, Fitchburg
Thomas J. Conry, Jr., Fitchburg
Helen Lepkowski, Gardner
Eric D. Commodore, Gardner
Joann Sueltenfuss, Harvard
James Cournoyer, Holden
Kathleen Airoidi, Hubbardston
Barbara Reynolds, Lunenburg

Edward Simms, Petersham
John P. Mollica, Princeton
Mary C. Barclay, Royalston
Dr. Kenneth I.H. Williams, Sterling
James M. Gilbert, Templeton
Gary Candelet, Westminster
Burton E. Gould, Jr., Winchendon

Looking Ahead

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we remain ever-focused on improvement. As we look ahead, there are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

Increasing Collaboration with Area Colleges

In recent years, Monty Tech has enjoyed increased collaboration with post-secondary partner, Mount Wachusett Community College. The college has been instrumental in our efforts to ensure students are college and career ready, and our students have benefited from this partnership by participating in early college placement testing, early intervention strategies to ensure college preparedness, and dual enrollment courses for only \$30. In the coming years, we expect to expand our dual enrollment offerings, to include courses such as Introduction to Sociology, Introduction to Psychology, Introduction to Criminal Justice, and Introduction to Biotechnology, making a college education more affordable and attainable.

Implementing the Recently Revised Curriculum Frameworks

During the summer of 2012, Monty Tech led statewide efforts to revise some thirty-four career vocational technical education frameworks. Working with educators from across the state, Monty Tech instructors were instrumental in designing curriculum frameworks that will define Chapter 74 educational programs for years to come. We look forward to implementing the new frameworks.

Collecting Data on Our Advanced Placement (AP) Pilot Program

Monty Tech launched our first Advanced Placement courses in September 2012. Today's vocational programs are rigorous, technical and complex; such programs, then, must be balanced by academic programs that are defined by rigor and relevance. Monty Tech will continue to examine best practices in academic offerings. As the first year of the AP Pilot Program comes to an end, district educators and administrators will collect and analyze achievement data to determine program effectiveness, and if/when to roll out additional Advanced Placement offerings.

Undertaking a Performance Contracting Project

In light of pending federal and state budget cuts, it is imperative that we continue to seek creative ways to pay for large capital expenses, such as the replacement of the roof and rooftop HVAC units. After a great deal of research and data collection, Monty Tech has elected to pursue performance contracting measures that would allow the school to perform much-needed updates to the school facility. After selecting an approved Energy Service Company (ESCO), the school will undergo a comprehensive audit, identifying energy and conservation projects. We are hopeful that in the coming months, performance contracting will prove to be a viable tool to fund capital improvements, minimizing up-front costs, while improving operational efficiencies.

Renovating the School's Library

In my view, a school is not truly a school without a vibrant, well-utilized library, and so the school's administration, faculty, and staff have come together to develop plans to update our existing facility. This library renovation project will be undertaken by Monty Tech students and staff, thus savings thousands of dollars for taxpayers of the district. We look forward to the library's grand re-opening in the Fall of 2013,

providing the Monty Tech educational community with a library that reflects the learning and research needs of today's 21st Century vocational-technical student. Monty Tech students will have access to a wide range of electronic and audio books as the library undergoes this major transformation and renovation.

Implementing the New Educator Evaluation System

Because Montachusett Regional Vocational Technical School District is not a Race to the Top district, district officials have been given until the Fall of 2013 to negotiate and implement a new educator evaluation system. Throughout the 2012-2013 school year, district administrators were scheduled to participate in workshops and professional development coursework to develop a broad understanding of the scope of the state's new model evaluation system. When an evaluation system has been agreed upon, teachers and administrators will work collaboratively to implement it. The new system will be designed to promote personal growth, improve professional practice, and increase student achievement. Implementing this new system effectively will be a huge undertaking, but I am confident that we can do it successfully, working together.

Respectfully submitted,

Steven C. Sharek
Superintendent-Director
Montachusett Regional Vocational Technical School
Fitchburg, Massachusetts
November 30, 2012

Montachusett Regional Vocational Technical School
1050 Westminster Street
Fitchburg, MA 01420
(978) 345-9200

www.montytech.net

TOWN CLERK

2012 REPORT OF THE TOWN CLERK

The Town Clerk position is elected with a term of 3 years. The office is located in the basement of the library building at 7 Main Street using the rear entrance. Office hours are Monday 2 pm-8 pm and Tuesday, Wednesday, and Thursday 8 am-4 pm. Other hours are available by appointment.

A variety of services are provided including voter registration, Notary Public, dog licenses, fishing and hunting licenses, marriage licenses, business certificates, and certified copies of vital records (births, marriages, deaths). Some items can be ordered online at www.hubbardstonma.us.

TOWN CHARTER

The proposed Charter was approved at Special Town Meeting in February and signed by the Governor on October 1 under Chapter 292 of the Acts of 2012. The Charter will be effective as of January 1, 2013 and will bring about several changes to our town government, most notably increasing the size of the Board of Selectmen from 3 to 5 members. The position of Town Clerk will become an appointed position rather than elected. The full Charter document can be found on the town website or in this Town Report.

RECORDS PRESERVATION

The Town's records provide a valuable historic resource. We have original hand-written records dating from 1767 that we are in danger of losing through decomposition of the natural materials that make up these irreplaceable historic documents. The paper is crumbling and the inks are fading making some records partially indecipherable.

An application for funding to preservation these records was submitted to and subsequently approved by the Community Preservation Committee. The project total of \$51,744 was approved by the voters at Annual Town Meeting in June. A form detailed scope of services has been written including a form to be used by bidders to quote on each volume. The Request for Proposals is currently being reviewed by Town Counsel and bids will be due early in 2013.

TOWN MEETINGS

Town Meetings Held in 2012

<u>DATE</u>	<u>TYPE</u>	<u>VOTER TURNOUT</u>
February 7	Special-Town Charter	113 (4%)
June 5	Special	240 (8%)
June 5	Annual Town Meeting	298 (10%)
August 29	Special	156 (5%)

ELECTIONS

The Town Clerk is responsible for setting up and conducting all elections held in the town. The groundwork begins several weeks before Election Day with certification of petitions and nomination papers and processing of absentee ballot requests. The Town Clerk is responsible for printing and ordering ballots, setting up the polling place and all other aspects of election preparation. Several poll workers are appointed to work on Election Day to check voters in and out and to maintain the integrity of the election process.

2012 was a Presidential Election year making for a very busy office. The Presidential Primary was held in March with only moderate interest. Contested races for Board of Selectmen, School Committee and Cemetery Commission made for a high voter turnout at the Annual Town Election in June. The Presidential Election always brings out the majority of voters and this year was no exception with a turnout of 83 percent. The same day as the Presidential Election, the town held a Special Local

Election to vote on adoption of the proposed Town Charter, our first Charter in our nearly 250-year history. The Charter was approved by a margin of 1385-926 and will take effect on January 1, 2013.

Elections Held in 2012

<u>DATE</u>	<u>TYPE</u>	<u>VOTER TURNOUT</u>	<u>TOTAL COST</u>
March 3	Presidential Primary	534 (18%)	\$2,135.04
June 12	Annual Town	1125 (37%)	\$3,290.35
September 6	State Primary	186 (6%)	\$1,664.62
November 6	Presidential	2631 (83%)	\$2,273.46
November 6	Special Local (Town Charter)	2329 (73%)	\$1,189.71

Reminder to Voters

If you have recently moved into Hubbardston, please understand that your voter registration does not automatically follow you. You must re-register any time you move to a new city or town. It is not necessary to re-register to vote each year if you have not moved. You can register to vote in person at the Town Clerk's office or at the Registry of Motor Vehicles when renewing your driver's license or by mail using a voter registration card available at many post offices. Your voter registration remains current when you respond to the Annual Town Census, vote at any election or Town Meeting, or sign a petition or nomination papers. Please call the office if you have any questions about voter registration.

YEAR IN REVIEW

Worcester County City & Town Clerks Association: At the Annual Meeting of this association I was elected Vice President for the upcoming year.

Birth Certificates: As of February 1, 2012 birthing communities now generate all birth certificates using an online software program. Once the information is complete, it is "released" to the resident community for recording and printing. This allows much quicker access for parents of newborn children.

Rabies Clinic: The Board of Health organized a Rabies Clinic that was held at the Hubbardston Veterinary Clinic in February. Dog licenses were available for residents attending the clinic.

Website: The Town Secretary, Elaine Peterson, and I continue to maintain the town website and participate in online training webinars to keep us updated on revisions and improvements.

Online Fishing/Hunting Licenses: All hunting and fishing licenses were only available online this year. Hubbardston is one of the few towns that agreed to continue to sell to consumers. This office felt it was a service worth providing for our residents without internet access and sales actually increased from last year.

LICENSES

Business Certificates

Any person conducting business under a name other than their own is required by law to register with the Town. In 2012, 15 new businesses were registered in this office. Business Certificates are valid for 4 years and renewal letters are sent periodically to businesses whose certificates are expiring. Nineteen certificates were renewed in 2012.

Dog Licenses

Massachusetts General Laws require that all dogs over the age of 6 months must be licensed each year and have a current rabies vaccination. The number of licenses issued in 2012 was:

- 905 Dog Licenses
- 4 kennel licenses for 4 dogs or less (pet kennel)
- 1 kennel license for 7 dogs only
- 4 kennel licenses for 10 dogs or less

- 4 kennel licenses for more than 10 dogs

Hunting/Fishing Licenses

This office continues as a licensing agent as a service to our residents. Residents can also purchase licenses online at www.mass.gov/dfwele/licensing/index.htm. The numbers of licenses sold during 2012 were:

- | | |
|-----------------------------------|------------------------------------|
| • 18 Fishing | • 15 Primitive Firearms stamps |
| • 4 Hunting | • 4 Bear Permits |
| • 26 Sporting (Hunting & Fishing) | • 8 Turkey Permits |
| • 11 Archery stamps | • 3 Doe Permits |
| • 0 Waterfowl stamps | • 6 Recreational Saltwater Fishing |

Vital Statistics

Because of privacy laws, names are no longer published in the Town Report. The number of vitals recorded in 2012 is:

- | | |
|----|----------------------------|
| 24 | Births |
| 16 | Deaths |
| 6 | Marriages |
| 5 | Brought to Town for Burial |

Please call the office anytime with questions or concerns. Thank you for your support.

Respectfully Submitted,

Joyce E. Green, CMMC
Town Clerk



COMMONWEALTH OF MASSACHUSETTS

TOWN OF HUBBARDSTON

SPECIAL TOWN MEETING

MINUTES

FEBRUARY 7, 2012

Pursuant to the foregoing warrant posted on January 19, 2012 in accordance with the Town of Hubbardston General Bylaws, the voters of the Town of Hubbardston assembled at the Center School gymnasium to act on the articles in said warrant. Present were Moderator Edward Leonard; Board of Selectmen members Ernest Newcomb(Chair), Michael Stauder, and Matt Castriotta; Town Clerk Joyce Green; Town Charter Committee members Jamie Pitney (Chair), Thomas Howlett, Walter Ducharme, Judith McArthur, Kristie Casey, and Wendy Howes; and representative for Town Counsel, Joel Bard.

A total of 113 registered voters were checked in by Marcia Howlett and Shonna Larson. A quorum of 50 voters was present throughout the meeting. Two voters, David Como and Raeanne Siegel were chosen as vote counters by the Moderator to count hand votes.

Moderator Leonard called the meeting to order at 7:05pm. Mr. Leonard stated that this was a very special town meeting as the last time Town Meeting met to vote on a Town Charter was in 1767. After an explanation of the procedures to be followed during the meeting, the moderator turned the floor over to Jamie Pitney, Chairman of the Town Charter Committee, for an opening statement. Mr. Pitney stated that if the proposed Charter is accepted by Town Meeting tonight, additional steps are required before the Charter takes effect. The Charter would go to the State Legislature and the Governor for approval, followed by a local ballot vote on November 6, 2012. A majority vote at the election will indicate acceptance of the Town Charter which would then take effect.

The following actions were taken on the articles presented in the aforesaid warrant:

ARTICLE 1: Motion, Matt Castriotta, that the Town vote to authorize the Board of Selectmen to petition the General Court for a special act creating a Charter for the Town of Hubbardston, as recommended by the Charter Committee in the form set forth herein; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and, provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

AN ACT ESTABLISHING A CHARTER FOR THE TOWN OF HUBBARDSTON

Section 1. The following shall be the Charter for the Town of Hubbardston:

Preamble

We, the people of the Town of Hubbardston, Massachusetts, in order to affirm the customary and traditional liberties of the people with respect to the conduct of our local government, and to take the fullest advantage inherent in the home rule amendment of the constitution of the Commonwealth, do hereby adopt the following Charter for this Town.

Article 1: Incorporation, Form of Government, and Powers

Section 1: Incorporation

1-1-1 The inhabitants of the Town of Hubbardston within the corporate limits as established by law shall continue to be a body corporate and politic with perpetual succession under the name "Town of Hubbardston".

Section 2: Short Title

1-2-1 This instrument shall be known and may be cited as the Hubbardston Town Charter.

Section 3: Powers of the Town

1-3-1 Subject only to express limitations on the exercise of any power or function by a municipality in the Constitution or Laws of the Commonwealth, it is the intent and the purpose of the voters of Hubbardston to secure through the adoption of this Charter all of the powers it is possible to secure for a municipal government under the Constitution and Laws of the Commonwealth.

Section 4: Division of Powers

1-4-1 All legislative powers of the Town shall be exercised by a Town Meeting open to all voters of the Town.

1-4-2 The administration of all Town fiscal, prudential, and municipal affairs shall be vested in the executive branch headed by the Board of Selectmen.

Section 5: Construction

1-5-1 The powers of the Town of Hubbardston under this Charter are to be construed liberally in its favor and the specific mention of any particular power is not intended to limit in any way the general powers of the Town of Hubbardston as stated in section 1-3-1.

Section 6: Intergovernmental Relations

1-6-1 Consistent with any applicable constitutional or statutory provisions, the Town may exercise any of its powers, or perform any of its functions and may participate in the financing thereof, with any one or more civil divisions, subdivisions or agencies of any state or the United States government.

1-6-2 The Town, through the Board of Selectmen, in accordance with general or special law may enter into agreements with any other unit of government to perform jointly or in cooperation, by contract or otherwise, any of its powers or functions.

Article 2: Legislative Branch**Section 1: Town Meeting and Town Election**

2-1-1 The legislative powers of the Town shall be vested in a Town Meeting open to all voters of the Town.

2-1-2 The annual election of Town officers and the determination of such matters as the laws that are required to be determined by ballot shall be held on a date to be determined by the Town bylaws or as designated by the Board of Selectmen. Special Town elections may be held from time to time in accordance with law. The Annual Town Meeting shall be held in March, April, May or June on a date to be determined by the Town bylaws or as designated by the Board of Selectmen.

2-1-3 The Board of Selectmen may call Special Town Meetings at such times as the Board may deem necessary or desirable in order to transact the legislative business of the Town in an orderly manner, or as allowed by General Laws.

2-1-4 The Board of Selectmen shall call a Special Town Meeting upon request in writing of two hundred registered voters or of twenty percent of the total number of registered voters of the Town, whichever number is the lesser at the time the petition is submitted.

Section 2: Presiding Officer at Town Meeting

2-2-1 The Town Moderator, elected as provided in Section 4-1-1 of this Charter, shall preside at all sessions of the Town Meeting.

2-2-2 The Moderator may appoint a voter to perform duties of the Moderator in the event of a conflict of interest or if the Moderator is called away from the meeting.

2-2-3 In the absence of the Moderator, Town Meeting shall, as its first act, elect a temporary Moderator in accordance with the General Laws.

2-2-4 In the event the position of Moderator is vacant due to resignation, removal from Town, or otherwise, the Town Meeting shall, as its first act, elect a temporary Moderator by a majority vote, who shall serve until the next Town election, at which time a Moderator shall be elected for a new three-year term.

2-2-5 The Moderator shall perform such duties as may be assigned to the office of Moderator by Charter, General Laws, bylaws, or vote of Town Meeting.

Section 3: Warrants for Town Meeting

2-3-1 Every Town Meeting shall be called by a warrant issued by the Board of Selectmen which shall state the date, time, and place at which the meeting is to be convened and, by separate articles, the subject matter to be acted upon.

2-3-2 Except as otherwise provided by this Charter, the publication of the warrant shall be in accordance with Town bylaws governing such matters.

2-3-3 The Board of Selectmen shall include in the warrant all articles submitted to it by: (1) any elected Town officer, (2) any multiple-member body acting by a majority vote of its members, (3) any ten voters for an Annual Town Meeting and any one hundred voters for a Special Town Meeting. If an article is petitioned as set forth herein shall be received after the warrant for the next town meeting has been closed, the article shall appear on the warrant for the next town meeting for which it qualifies for inclusion.

Section 4: Rules of Procedure for Town Meeting

2-4-1 Except as otherwise provided by this Charter, the procedure and conduct of Town Meeting shall be governed by the Town bylaws.

Article 3: Executive Branch

Section 1: Executive Powers Vested in Board of Selectmen

3-1-1 Except as otherwise provided by this Charter, all executive powers of the Town shall be vested in the Board of Selectmen, which shall have all the powers and duties given to boards of selectmen under the Commonwealth of Massachusetts Constitution and General Laws, and such additional powers and duties as may be authorized by this Charter, by bylaw, or Town Meeting vote.

3-1-2 The Board of Selectmen shall serve as the goal-setting, long range-planning, and policy-making body of the Town, recommending major courses of action to the Town Meeting, and adopting operating policy directives and guidelines which are to be implemented by officers, boards, committees, commissions, and employees of the Town.

3-1-3 The Board shall have the power to enact rules and regulations to implement policies and to issue interpretations thereof.

3-1-4 The Board shall exercise, through the Town Administrator, general supervision over all matters affecting the interests or welfare of the Town.

3-1-5 The Board may make investigations and may authorize the Town Administrator or other agent to investigate the affairs of the Town and the conduct of any Town department, office, or agency, including any doubtful claims against the Town, and for this purpose the Board may subpoena witnesses, administer oaths, take testimony, and require the production of evidence. A summary report of any such investigation shall be placed on file in the office of the Town Clerk.

3-1-6 The Board of Selectmen shall have control of all public places and real and personal property of the Town, the custody of which is not by law vested in any other authority.

3-1-7 The Board of Selectmen shall be the licensing authority for the Town and shall issue all permits and licenses except as otherwise provided by General Laws or the Town bylaws.

3-1-8 The Board of Selectmen shall provide at the start of each regularly scheduled meeting a portion of time for public comment. The procedures for public comment shall be as provided by the Town bylaws.

Section 2: Term, Composition, and Vacancies of Board of Selectmen

3-2-1 The Board of Selectmen shall consist of five members elected to serve three-year terms, with terms so arranged that as equal a number of Selectmen as is possible are elected each year.

3-2-2 No person may serve on the Board of Selectmen while at the same time serving as a Town employee or as an elected or appointed officer or official, or member of a multiple-member Town body, regardless of whether compensation is received for such service.

3-2-3 The Board of Selectmen may fill any vacancy in the office of Selectmen by a special election in accordance with the provisions of General Laws.

Section 3: Appointment and Qualifications of Town Administrator

3-3-1 The Board of Selectmen shall, by a majority vote of its full membership, appoint and may remove a Town Administrator for a term of not more than three years. The Town Administrator shall be the chief administrative officer of the Town and shall be responsible to the Board of Selectmen for the administration of all Town affairs placed in his or her charge by the Charter.

3-3-2 The Town Administrator shall be a person with executive and administrative qualifications, and especially fitted by education, training, and experience to perform the duties of the office. The Town may, from time to time, by bylaw, establish such additional qualifications as it deems necessary and appropriate.

3-3-3 The Board shall set the compensation for the Town Administrator, not to exceed an amount appropriated by the Town Meeting, and may enter into an agreement with the Town Administrator, in accordance with the General Laws, setting out the terms and conditions of employment.

3-3-4 The Town Administrator shall hold no other elected or appointed municipal office within the Town, except when an appointment is made in an "ex officio" capacity. The Town Administrator shall engage in no other business or occupation without the advance written authorization of the Board of Selectmen; provided, however, that this section shall not prohibit the Town Administrator, with the prior approval of the Board of Selectmen, from providing similar services to another town in the event that such services do not compromise the level of service which the Town may expect to receive from the Town Administrator.

Section 4: Powers of Town Administrator

3-4-1 The Town Administrator shall appoint and may remove all department heads, officers, subordinates, and employees of the Town, except for appointments: of employees of the School Department and Library Trustees; made by representatives of the Commonwealth; governed by civil service law; and for which another method of appointment is provided in this Charter (see Chapter 4), including appointment by the Fire Chief of a deputy fire chief and firefighters in accordance with G.L. c.48, §§42, 43 and 44; provided, however, that where any officer or multiple-member body has appointment authority under the General Laws, the Town Administrator shall consult with such officer or multiple-member body prior to making an appointment hereunder. Appointments made by the Town Administrator shall become effective on the fifteenth day following the day notice of the proposed appointment is filed with the Board of Selectmen, unless the Board of Selectmen shall, within said period, reject said appointment or has sooner confirmed it.

3-4-2 The Town Administrator shall direct and supervise the administration of all functions under the Town Administrator's control.

3-4-3 The Town Administrator shall prepare and submit the annual operating and capital budgets as provided in article 5, sections 1 and 2.

3-4-4 The Town Administrator shall attend all regular and special meetings of the Board of Selectmen, unless excused at the Town Administrator's request, and shall participate, but have no vote, in all of its discussions.

3-4-5 The Town Administrator shall attend all sessions of Town Meetings, unless excused by the Board of Selectmen at the Town Administrator's request, and answer all questions directed to him or her by the voters of the Town.

3-4-6 The Town Administrator shall administer all provisions of General Laws and special laws applicable to the Town, to the Charter, to the bylaws and votes of the Town, and all rules and regulations made by the Board of Selectmen.

3-4-7 The Town Administrator, or the Administrator's designee, shall negotiate all labor and employment contracts, other than those under the jurisdiction of the School Committee and Board of Library Trustees. Proposed contracts negotiated by the Town Administrator shall require approval of the Board of Selectmen.

3-4-8 The Town Administrator shall keep full and complete inventory of all property of the Town, both real and personal. The Town Administrator shall be responsible for the maintenance and repair of all Town property placed under the Town Administrator's control by the Charter, by bylaw, or otherwise.

3-4-9 The Town Administrator shall be responsible for the keeping of full and complete records of the financial and administrative activities of the Town and shall render a full report to the Board of Selectmen at the end of each fiscal year and otherwise as the Board may require.

3-4-10 The Town Administrator shall be the chief procurement officer under G.L. c.30B responsible for the procurement, award and execution of contracts for all supplies, services, materials, and equipment of the Town, excluding the School District. The Town Administrator may delegate responsibility for procurement in accordance with G.L. c.30B, §19.

3-4-11 The Town Administrator may at any time inquire into the conduct of any officer, employee, or department.

3-4-12 The Town Administrator shall perform such other duties consistent with the office as may be required by bylaw, vote of the Town, or Board of Selectmen.

Section 5: Acting Town Administrator

3-5-1 Should the Town Administrator be unable to perform the duties of the office due to absence, illness, or suspension, the Board of Selectmen may appoint a temporary Town Administrator. Such temporary appointment shall be made for a period not to exceed 30 days, following which the provisions of 3-5-2 shall take effect.

3-5-2 The Board shall designate a qualified person to serve as acting Town Administrator and to perform the duties of the office during any period of any vacancy exceeding 30 days, caused by the Town Administrator's absence, illness, suspension, removal or resignation. The appointment shall be for a period not to exceed 180 days. The individual serving as the temporary Town Administrator as provided 3-5-1 may, but need not be, appointed as acting Town Administrator.

3-5-3 The powers of the temporary Town Administrator, under section 3-5-1 above, shall be limited to matters which should not be delayed and shall include authority to make temporary or emergency appointments to Town offices, but not to make permanent appointments.

Article 4: Boards, Committees, Multiple-Member Bodies, and Officials

Section 1: Elected Boards, Committees, Multiple-Member Bodies, and Officials

4-1-1 The following boards, committees, and officials shall be elected for staggered terms and under the conditions below:

- (a) Board of Selectmen – Five members for terms of three years;
- (b) Moderator – One person for a term of three years; and
- (c) Quabbin Regional School Committee – As provided by the Quabbin Regional School District Agreement.

4-1-2 Unless modified in accordance with Section 4-7-1 of this Charter, the following boards, committees, and officials shall be elected for staggered terms and under the conditions below:

- (a) Board of Health – Five members for terms of three years;
- (b) Finance Committee – Five members for terms of three years;
- (c) Library Trustees – Six members for terms of three years;
- (d) Planning Board – Five members for terms of five years; and
- (e) Housing Authority – Five members - four members for terms of five years; one member, appointed as set forth in G.L. c.121B, §5 for a term of five years.
- (f) Board of Assessors - Three members for terms of three years.

- (g) Parks Commission – Five members for terms of 3 years.
- (h) Cemetery Commission – Three members for terms of 3 years.

Section 2: Appointed Boards, Committees, and Other Multiple-Member Bodies

4-2-1 The following boards, committees, and other multiple-member bodies shall be appointed by the Board of Selectmen from among the residents of the Town for staggered terms and under the conditions below:

- (a) Board of Registrars of Voters – Four members, one of whom shall be the Town Clerk by virtue of the position, for terms of three years;
- (b) Conservation Commission – Five members for terms of three years;
- (c) Board of Appeals – Five members for terms of five years;
- (d) Historical Commission – Five members for terms of three years;
- (e) Council on Aging – Nine members for terms of three years;
- (f) Agricultural Commission – Five members for terms of three years;
- (g) Human Resources Advisory Board – Five members for terms of three years; and
- (h) Cultural Council – Five members for terms of three years.

4-2-2 The Community Preservation Commission shall be appointed as provided by the General Laws and the Town bylaws.

4-2-3 The Capital Improvement Planning Committee shall consist of five members, one of whom shall be a member of the Finance Committee appointed by the Finance Committee for a term of one year, one of whom shall be a member of the Planning Board appointed by the Planning Board for a term of one year, and three of whom shall be Town residents appointed by the Board of Selectmen for terms of three years.

4-2-4 The Town Administrator shall serve as the Town's liaison to all boards, commissions, and officers. Notwithstanding their statutory duties, such boards, commissions, officers, working with the Town Administrator shall seek to ensure effective and ongoing collaboration and cooperation among all entities serving the Town to assure regular communication and shared understanding of the Town's needs and priorities as determined by the Board of Selectmen.

4-2-5 Advisory committees may be created from time to time by bylaw, Town Meeting, or majority vote of the Board of Selectmen for a specific purpose. Unless otherwise specifically so provided, these committees shall be appointed by the Board of Selectmen and shall terminate upon completion of their respective charges.

Section 3: Appointed Officials

4-3-1 The Board of Selectmen shall appoint the Chiefs of the Police Department and Fire Department, who shall have such authority as is set forth in G.L. c.41, §97A and G.L. c.48, §§42, 43, and 44, respectively; provided, however, that said chiefs shall engage in ongoing communication and coordination with the Town Administrator on matters affecting their respective departments, and shall meet with the Town Administrator, at the Administrator's request, provided that sufficient notice is provided therefor.

4-3-2 The Board of Selectmen shall appoint three Constables to staggered terms of three years.

4-3-3 The Town Administrator shall appoint other employees as described in Article 3.

Section 4: Procedures Governing Boards, Committees, and Other Multiple-Member Bodies

4-4-1 Except as otherwise provided by this Charter, the procedure and conduct of multiple-member bodies shall be governed by the Town bylaws and applicable General Laws, including the Open Meeting Law, G.L. c.30A, §§18-25, the Conflict of Interest Law, G.L. c.268A, and the Public Records Law, G.L. c.66, §10 and G.L. c.4, §7, clause 26, as they may be amended from time to time.

4-4-2 If any person appointed to serve as a member of a multiple-member Town body shall fail to attend four or more consecutive meetings, or one-half or more of all of the meetings of such body held in one calendar year, the multiple-member body shall notify its appointing authority. Said appointing

authority may, by majority vote, declare the office to be vacant, provided that not less than ten days prior to the date the vote is scheduled to be taken, the appointing authority has given in hand, or mailed by registered or certified mail, return receipt requested, notice of such proposed or pending vote to the address of such person as it appears on the street or voters list. Evidence of the person's receipt of such notice is not required, however, for the appointing authority to take the action authorized by this section.

4-4-3 Employees serving as staff to a board or commission shall not serve as a member of such board or commission.

Section 5: Recall of Elected Officials

4-5-1 Any holder of an elective office in the Town of Hubbardston may be recalled therefrom by the registered voters of the Town as herein provided.

4-5-2 Ten registered voters of the Town may make and file with the Town Clerk an affidavit containing the name of the officer sought to be recalled and a statement of the grounds. The Town Clerk shall make available to the voter filing such affidavit a sufficient number of copies of petition blanks for such recall not to exceed five times the number of certified signatures required to be collected. Said blanks shall be issued by the Town Clerk with the Town Clerk's signature and official seal attached thereto; and shall be dated and addressed to the Selectmen. Said blanks shall contain the name of the first ten persons signing the affidavit, as identified by the voter filing the affidavit, the name of the person sought to be recalled, the office from which removal is sought, the grounds of recall as stated in said affidavit, and shall demand the election of a successor to such office. A copy of the petition shall be entered in a record book to be kept in the office of the Town Clerk. Said recall petition shall be returned and filed with the Town Clerk within fourteen days after the petitions are made available to the person filing the affidavit. Said petition before being returned and filed shall be signed by qualified voters of the Town, equal in number to at least fifteen percent of the qualified voters of the Town as of the date such affidavit was filed with the Town Clerk.

4-5-3 If the petition shall be found and certified by the Town Clerk to be sufficient, the Clerk shall submit the same with the Town Clerk's certificate to the Board of Selectmen without delay, and the Board of Selectmen shall forthwith give written notice to said officer of the receipt of said certificate and, shall, if the officer sought to be recalled does not resign within five days after the date the notice is provided, thereupon order a recall election to be held on a day fixed by them not less than sixty-four (64) nor more than ninety (90) days from the date the election is called; provided, however, that if any other Town election is to occur within one hundred days after the date of the Board's vote to call for the election, the Board of Selectmen shall postpone the holding of the recall election to the date of such other election. If a vacancy occurs in said office after a removal election has been so ordered, the election shall nevertheless proceed as provided in this section.

4-5-4 Any officer who has been recalled by a vote at the recall election may be a candidate to succeed himself or herself in an election to fill such vacancy held concurrently with the recall election. The nomination of all candidates, the publication of the warrant for the election, and the conduct of the same, shall all be in accordance with the provisions of law relating to elections, unless otherwise provided in this Charter. A majority of those voting on the question of recall shall be sufficient to recall such elected officer. If a majority of the votes on the question of removal is in the negative, the ballots of candidates to fill the potential vacancy need not be counted.

4-5-5 The incumbent shall continue to perform the duties of the office until the recall election. If said incumbent is not removed, the incumbent shall continue in office for the remainder of the unexpired term, subject to recall as before. If said incumbent is removed in the removal election, the incumbent shall be deemed removed and, upon the qualification of the person elected to fill the vacancy, said person shall hold office during the unexpired term.

Section 6: Administrative Organization

4-6-1 A Department of Public Works shall be established under the direction of a Director of Public Works, and such Department shall have the following powers, duties and responsibilities:

4-6-1.1 The Director shall be appointed by the Town Administrator with the approval of the Board of Selectmen in accordance with Section 3-4-1, and shall be qualified by education and experience for the duties of the office.

4-6-1.2 The Department of Public Works shall be responsible for:

- (a) construction, maintenance, repair, and cleaning of Town-owned roads, sidewalks, street lights, storm drains, bridges, dikes, and other public way related structures;
- (b) maintenance, repair, and cleaning of all buildings owned or leased by the Town, except, in the absence of an agreement between the Board of Selectmen and the School Committee, those of the School Department;
- (c) operation and maintenance of all cemeteries, parks, parking areas, recreational areas and beach facilities, except, in the absence of an agreement between the Board of Selectmen and the School Committee, those of the School Department;
- (d) snow removal, including the salting and sanding of roads;
- (e) supervision, care and replacement of trees, including those functions previously undertaken by the Tree Warden;
- (f) providing for, or causing to be provided, minor and routine maintenance and repair of certain Town-owned vehicles; and
- (g) such other functions as may be added by vote of the Board of Selectmen or Town Meeting.

4-6-1.3 In addition to those powers and duties otherwise conferred or imposed by this Charter, the Director of Public Works, with the approval of the Town Administrator, may establish operating divisions within the Department of Public Works, each to be operated under the Director's jurisdiction. The Director, with the approval of the Town Administrator, shall have authority to make rules and regulations for governance the Department of Public Works and divisions thereof and shall attend to the proper enforcement of the same. Prior to making an appointment to the Department of Public Works in accordance with the provisions of Section 3-4-1, the Town Administrator shall seek a recommendation from the Director of Public Works.

4-6-1.4 In carrying out its functions relating to cemeteries and parks, the Department of Public Works shall implement the policies developed by the Cemetery Commission and Parks Commission, respectively.

4-6-2 The Town Administrator, after consultation with the Board of Selectmen, shall from time to time prepare and submit to the Town Meeting plans of organization or reorganization which establish operating divisions for the orderly, efficient, or convenient conduct of the business of the Town. Whenever the Town Administrator prepares such a plan, the Board of Selectmen shall hold one or more public hearings on the proposal. The Board of Selectmen shall give notice of the hearing, which notice shall describe the scope of the proposal and the time and place at which the hearing will be held, not less than seven nor more than 14 days following said publication. Following such public hearing, the proposal shall be submitted to the Town Meeting by an appropriate warrant article. The Board of Selectmen may amend such proposal prior to submittal to the Town Meeting as a warrant article. An organization or reorganization plan shall become effective at the expiration of 60 days following the date of adjournment of the Town Meeting at which the proposal is submitted unless the Town Meeting disapproves of the plan by a majority vote. The Town Meeting may vote only to approve or to disapprove the plan and may not vote to amend it.

4-6-3 Except as otherwise provided in the Charter, the Town Meeting may, by bylaw, reorganize, create, consolidate or abolish departments, boards, commissions and offices, in whole or in part may establish new departments, boards and commissions or offices as deemed necessary and may transfer powers, duties and responsibilities of one department, board, commission or office to another.

Section 7: Conversion of Positions from Elected to Appointed

4-7-1 Notwithstanding any law or bylaw to the contrary, in the event that two consecutive elections for a Town elected office or board that is included in General Laws, Chapter 41, Section 1, shall be held for

which the number of candidates is less than or equal to the number of positions on the ballot, the Town Clerk shall provide notice of such to the Board of Selectmen. The Board of Selectmen shall then place an article on the warrant for the next Town Meeting asking Town Meeting to consider whether to amend the Town Charter to change the manner of selection for the position(s) in question from elected to appointed. If Town Meeting passes the article, the Board of Selectmen shall take such additional steps as may be appropriate to effectuate the change. This section shall not apply to the offices of Board of Selectmen, School Committee, and Moderator.

Section 8: Ethical Standards

4-8-1 Elected and appointed officers, officials, and employees of the Town are expected to demonstrate, in their general conduct and in the performance of their duties and responsibilities, the highest ethical standards. Elected and appointed officers, officials and employees of the Town are expected to comply with G.L. c.268A and recognize that they hold their offices or positions for the benefit of the public and while acting in their official capacity, are expected to faithfully discharge the duties of their offices in the public interest regardless of personal considerations. Elected and appointed officers, officials and employees of the Town shall not use their official positions to secure or to grant special consideration, treatment, advantage, privilege or exemption to themselves or to any other person beyond that which is available to every person.

4-8-2 All appointments and promotions of Town officers and employees shall be made on the basis of merit and fitness demonstrated by examination, past performance, or other evidence of competence and suitability. Each person appointed to fill an office or position shall be a person especially fitted by education, training, and previous work experience to perform the duties of the office or position for which the person is chosen.

Article 5: Financial Provisions and Procedures

Section 1: Annual Budget

5-1-1 The fiscal year of the Town shall begin on the first day of July and end on the last day of June, unless another period is required by General Laws.

5-1-2 Annually, prior to the first day of October, the Town Administrator shall establish and issue a budget schedule setting forth the calendar dates relating to the development of the annual operating budget for the ensuing fiscal year. Any deviation from the within requirements shall require approval of the Board of Selectmen and the Finance Committee.

5-1-3 Annually, prior to the first day of November, the Town Administrator shall estimate revenue for the ensuing fiscal year.

5-1-4 Annually, prior to the first day of December, the Board of Selectmen, after consultation with the Town Administrator, shall issue a policy statement that shall establish the general guidelines for the next Town budget.

5-1-5 All department heads and all multiple-member bodies shall submit detailed budget requests to the Town Administrator at least one hundred and fifty days before the date of the Annual Town Meeting.

5-1-6 At least ninety days prior to the scheduled date of the Annual Town Meeting, the Town Administrator shall submit to the Board of Selectmen a comprehensive proposed budget for all Town functions for the ensuing fiscal year and an accompanying budget message.

5-1-7 The proposed budget message shall explain the proposed budget in fiscal terms and in terms of what specific projects are contemplated in the year ahead. The proposed budget shall provide a complete financial plan for all Town funds and activities, including school budgets, and shall be in such form as the Town Administrator, in consultation with the Finance Committee, may establish. The draft budget shall indicate proposed expenditures for current operations and for capital projects during the ensuing year, detailed by each Town agency and by specific purposes and projects.

5-1-8 The Board of Selectmen shall, within thirty days following the submission of the proposed budget prepared by the Town Administrator, approve the proposed budget, with or without amendments, and

submit it to the Finance Committee. The Board of Selectmen shall also transmit the budget request of the School Committee, with its recommendations on same, to the Finance Committee.

5-1-9 At least thirty days prior to the scheduled date of Town Meeting, the Board of Selectmen shall hold one or more public hearings on the proposed budget.

5-1-10 The Finance Committee shall review the proposed budget and, prior to the mailing of the warrant, issue a report with its recommendations and detailed explanations regarding the budget and any other budget-related articles.

5-1-11 The warrant for Annual Town Meeting shall be mailed and posted in accordance with the Town bylaws, providing that the mailing include the proposed budget and the Finance Committee report detailed in 5-1-10.

5-1-12 The Board of Selectmen shall present the proposed budget to the Town Meeting.

Section 2: Capital Improvements Plan

5-2-1 The Capital Planning Committee shall submit a capital plan annually to the Town Administrator, who shall review it and forward it to the Board of Selectmen and Finance Committee with recommendations. The Finance Committee shall review the plan and make its own recommendations. The Board of Selectmen may vote to accept the plan or return it to the Capital Planning Committee for revision. The approved capital plan shall be completed in such time as will allow for consideration as part of the annual budget process.

5-2-2 The capital plan shall at minimum include: (a) a list of all capital improvements proposed to be undertaken during each of the ensuing five years, with supporting information as to the need for each capital improvement; (b) cost estimates, proposed methods of financing, and recommended time schedules for each improvement; and (c) the estimated annual cost of operating and maintaining each facility and piece of major equipment referenced in the plan. The Committee may extend the timeline of the plan beyond five years.

5-2-3 Except as otherwise provided by this Charter, the role of the Capital Planning Committee and capital planning procedures shall be governed by the Town bylaws.

Section 3: Approval of Warrants

5-3-1 Warrants for the expenditure of Town funds, prepared and signed by the Town Accountant in accordance with the General Laws, and not exceeding a predetermined threshold fixed by the Board of Selectmen, shall be approved by the Town Administrator or the acting Town Administrator appointed under Section 3-5-2. For purposes of the Charter, the establishment of the threshold shall be considered the promulgation of a rule or regulation. The Town Administrator shall provide copies of all approved warrants to the Board at its next meeting following such approval. Approval of the Board of Selectmen shall be required for expenditures exceeding the fixed threshold. The Board of Selectmen shall approve all warrants in the absence of the Town Administrator, when a temporary Town Administrator is serving pursuant to Section 3-5-1, or when a vacancy exists in the office of Town Administrator.

Section 4: Annual Audit

5-4-1 The Board of Selectmen shall cause an independent audit of the Town's finances to be performed annually by a certified public accountant with experience in municipal or other public agency audits. A copy of the auditors' report shall be filed with the Town Clerk, shall be a public record, and a summary thereof shall be published in the next Annual Town Report.

Article 6: General Provisions

Section 1: Charter Changes

6-1-1 This Charter may be replaced, revised, or amended in accordance with any procedures made available under the state constitution and General Laws.

Section 2: Severability

6-2-1 The provisions of this Charter are severable. If any provision of this Charter is held invalid, the other provisions of this Charter shall not be affected thereby. If the application of this Charter or any of its provisions to any person or circumstance is held invalid, the application of this Charter and its provisions to other persons and circumstances shall not be affected thereby.

Section 3: Specific Provisions to Prevail

6-3-1 To the extent that any specific provision of this Charter shall conflict with any provision expressed in general terms, the specific provision shall prevail.

Section 4: Number and Gender

6-4-1 Words importing the singular number may extend and be applied to several persons or things; words importing the plural number may include a singular person or thing; words importing the feminine gender shall include the masculine gender; words importing the masculine gender shall include the feminine gender.

Section 5: References to General Laws

6-5-1 All references to the General Laws contained in the Charter refer to the General Laws of the Commonwealth of Massachusetts and include any amendments or revisions to such chapters and sections or to the corresponding chapters and sections of any rearrangement of the General Laws enacted after the adoption of the Charter.

Section 6: Rules and Regulations

6-6-1 A copy of all rules and regulations adopted by any Town agency shall be filed in the office of the Town Clerk before any such rule or regulation shall become effective, and copies shall be made available for review by any person who requests such information. No rule or regulation adopted by any Town agency shall become effective until at least ten days following the date it has been so filed in the office of the Town Clerk.

Section 7: Certificate of Election or Appointment

6-7-1 Upon election or appointment to an office of the Town, each person shall be sworn to that office by the Town Clerk as provided by the Town bylaws or as may be otherwise authorized by law.

Section 8: Periodic Reviews

6-8-1 Every 10 years, in each year ending in a six, the Board of Selectmen shall appoint a special committee to consist of nine members for the purpose of reviewing this Charter and making a report, with recommendations, to Town Meeting concerning such proposed amendments as the committee deems necessary or desirable. The committee shall meet to organize forthwith following the final adjournment of the Annual Town Meeting on a date determined by the Board of Selectmen. Nothing in this section shall preclude the Town from revising the Charter at any time through any appropriate means.

6-8-2 Every five years, in each year ending in a two or a seven, the Board of Selectmen shall appoint a special committee to consist of five members, one of whom shall be the Town Clerk, who shall serve as chair, for the purpose of reviewing all general bylaws of the Town. The committee shall present a final report to the Board of Selectmen no later than ninety days prior to the scheduled date of the Annual Town Meeting in the next fiscal year that shall include recommendations for such proposed amendments as the committee deems necessary or advisable. Nothing in this section shall preclude the Town from revising the bylaws at any time through any appropriate means.

6-8-3 At least once every five years following the adoption of this Charter, the Board of Selectmen shall direct the Human Resources Advisory Board to review and update the job descriptions of all current Town employees, and review the personnel policies of the Town. The committee shall present a final report to the Board of Selectmen that shall include the new job descriptions and recommendations for such changes to personnel policies as it deems necessary or advisable. Nothing in this section shall

preclude the Town from revising the job descriptions or personnel policies at any time through any appropriate means.

6-8-4 At least once every five years following the adoption of this Charter, the Board of Selectmen shall initiate a review and assessment of the information technology, recordkeeping, and data security needs of the Town.

Article 7: Definitions

7-1-1 Definitions

Unless another meaning is clearly apparent from the manner in which the word is used, the following words as used in this Charter shall have the following meanings:

- (a) Charter - The word "Charter" shall mean this Charter and any amendments to it that may hereafter be adopted.
- (b) Days - The word "days" shall refer to business days, not including Saturdays, Sundays, and legal holidays when the time set is less than seven (7) days; when the time set is seven (7) days or more, every day shall be counted.
- (c) Majority vote - The words "majority vote" shall mean a majority of those present and voting, provided there is a quorum of the body present when the vote is taken, unless a higher number is required by law.
- (d) Multiple-member body - The words "multiple-member body" shall mean any Town body consisting of two or more persons and whether called board, commission, committee, sub-committee, or otherwise and whether elected, appointed, or otherwise constituted.
- (e) Town - The word "Town" shall mean the Town of Hubbardston.
- (f) Town agency - The words "Town agency" shall mean any board, commission, committee, department, division, or office of the Town government.
- (g) Town officer - The words "Town officer," when used without further qualification or description, shall mean a person having charge of an office or department of the Town who in the exercise of the powers or duties of that position exercises some portion of the sovereign power of the Town.
- (h) Voters - The word "voters" shall mean registered voters of the Town of Hubbardston

Article 8: Transitional Provisions

Section 1: Effect on Existing Laws

8-1-1 Except as otherwise provided by this Charter, all special laws, Town bylaws, Town Meeting votes, and rules and regulations of or pertaining to the Town in force when this Charter takes effect and not specifically or by clear implication repealed as a result of adoption of this Charter, shall continue in full force and effect until amended or rescinded by due course of law or until they expire by their own limitation. Where provisions of this Charter conflict with Town bylaws, the Charter shall govern.

8-1-2 Within 120 days of the adoption of this Charter, the Board of Selectmen shall appoint a special committee, as provided in Section 6-8-2, for the purpose of reviewing all general bylaws of the Town.

8-1-3 Upon adoption of this Charter, the following Special Acts are hereby explicitly retained: Chapter 444 of the Acts of 1987 and Chapter 138 of the Acts of 1988.

Section 2: Continuation of Government

8-2-1 Except as otherwise provided by this Charter, all Town agencies shall continue to perform their duties until re-appointed or re-elected, or until successors to their respective positions are duly appointed or elected, or until their duties have been transferred.

8-2-2 Except as otherwise provided by this Charter, all Town boards, committees, or multiple-member bodies shall continue to perform their duties until re-appointed, or until successors to their respective positions are duly appointed, or until their duties have been transferred.

8-2-3 Upon the effective date of this Charter, the following multi-member bodies shall be abolished, the terms of any incumbent members terminated, and any remaining duties transferred to other multi-member bodies as determined by the Board of Selectmen to be appropriate: 2020 Committee, Town Common Committee, Recreation Field Committee, Energy Committee, and Monument Committee.

Section 3: Continuation of Personnel

8-3-1 Following the adoption of the Charter, to the extent that any provision affects a particular appointed Town office, position, or employment, any person holding such office or position, or employed on a part or full-time basis with the Town, shall, subject to appropriation and the continued existence of such office, position or employment, retain the same and continue to perform the duties thereof until provision shall have been made for the performance of those duties by another person or agency, unless sooner removed in accordance with this Charter, applicable collective bargaining agreement, employment contract, bylaw, or otherwise; provided, however, no person in the permanent full time service of the Town shall forfeit the employee's pay grade, or time in service of the Town. Subject to appropriation and in accord with the provisions of any applicable collective bargaining agreement, all such persons shall be retained in a capacity as similar to the capacity in which they were serving at the time this Charter is adopted as is practicable, and any reduction in the personnel needs of the Town shall be accomplished through a policy of attrition, unless specific provision is otherwise made.

8-3-2 As of the effective date of this Charter, the position of Town Clerk shall be appointed , the position of elected Town Clerk shall be abolished, and the term of the incumbent elected Town Clerk terminated; provided, however, that said the incumbent elected Town Clerk shall be deemed to be the first appointed Town Clerk under this Charter and shall hold said office until said Clerk's retirement, resignation, or removal in accordance with the provisions of Section 3-4-1; thereafter, the position of Town Clerk shall be appointed in accordance with the provisions of Section 3-4-1.

8-3-3 As of the effective date of this Charter, the position of Tree Warden shall be appointed , the position of elected Tree Warden shall be abolished, and the term of the incumbent elected Tree Warden terminated; provided, however, that said the incumbent elected Tree Warden shall be deemed to be the first appointed Tree Warden under this Charter and shall hold said office until said Tree Warden's retirement, resignation, or removal in accordance with the provisions of Section 3-4-1; thereafter, the position of Tree Warden shall be appointed in accordance with the provisions of Section 3-4-1.

Section 4: Transfer of Records and Property

8-4-1 All records, property and equipment whatsoever of any agency or part of such agency, the powers and duties of which are assigned in whole or in part to another agency as a result of adoption of this Charter, shall be transferred by operation of law to such assigned agency upon the effective date of this Charter.

Section 5: Effect on Obligations, Taxes, etc.

8-5-1 All official bonds, obligations, contracts, and other instruments entered into or executed by or to the Town before adoption of this Charter, and all taxes, assessments, fines, penalties, forfeitures, incurred or imposed, due or owing to the Town, shall be enforced and collected, and all writs, prosecutions, actions, and cause of action, except as herein otherwise provided, shall continue without abatement and remain unaffected by the Charter. No legal act done by or in favor of the Town shall be rendered invalid by reason of the adoption of this Charter. No contracts or liabilities in force on the effective date of this Charter shall be affected by the adoption hereof, the change of certain positions from elected to appointed, or the creation of the department of public works, and such new positions and department shall in all respects be the lawful successor of offices and department so abolished or consolidated.

Section 6: Time of Taking Effect

8-6-1 Except as otherwise provided below, this Charter shall take effect on the first July 1 or January 1 following adoption by voters, whichever shall occur sooner.

8-6-2 Section 3-2-2 of this Charter shall take effect on July 1, 2015.

8-6-3 A special election for the purpose of increasing the number of members of the Board of Selectmen and the Board of Health from three to five shall be held at a special election called for other purposes, or during the month of September in the year in which the charter is adopted provided that at least 64 days exist between the date the election is called and the date of the election, or the next annual election, whichever is sooner. The offices shall appear separately on the ballot for the following offices:

- (a) Selectman for a term, expiring at the Town election to be held in the third year following the year in which this Charter takes effect,
- (b) Selectman for a terms, expiring at the Town election to be held in the second year following the year in which this Charter takes effect,
- (c) Board of Health for a term, expiring at the Town election to be held in the third year following the year in which this Charter takes effect, and
- (d) Board of Health for a term, expiring at the Town election to be held in the second year following the year in which this Charter takes effect.

8-6-4 At the first annual Town election following adoption of this Charter where multiple positions on the Finance Committee would otherwise be on the ballot, the number of positions to be elected shall be reduced to bring the total elected membership of the Committee to five. If reducing the number of positions on the ballot only reduces the number of members to six, then this step shall be repeated at the next annual Town election where multiple positions on the Finance Committee would otherwise be on the ballot. Should a vacancy on the Finance Committee occur prior to the reduction in Committee size being completed, that vacancy shall remain unfilled and be counted toward the reduction in the Committee's size; provided, however, that the term or terms of any Finance Committee office appearing on the ballot at the following annual Town election shall be adjusted as necessary to ensure that as equal a number of Finance Committee members as possible are elected each year.

8-6-5 The Board of Selectmen shall have authority to adopt measures, which clarify, confirm, or extend any of the transitional provisions of this Charter in order that such transition may be made in the most expeditious and the least contentious manner possible.

Section 2. This act shall be submitted for acceptance to the qualified voters of the town of Hubbardston at the November 6, 2012 biennial state election on the ballot prepared by the secretary of the Commonwealth for use in said town in the form of the following question:

“Shall an act passed by the General Court in the year 2012, entitled ‘An Act Establishing a Charter for the Town of Hubbardston’ be accepted?”

Below the question shall appear a fair and concise summary of the proposed charter, prepared by town counsel, which summary shall address, at a minimum, the composition and mode of selection of the legislative and executive branches and school committee, as well as any other proposed provisions said counsel deems appropriate.

If a majority of the votes cast in answer to the question is in the affirmative, section 1 of this act shall immediately take effect in the town of Hubbardston, but not otherwise.

Section 3. Sections 2 and 3 of this act shall take effect immediately upon passage.

[End of Warrant]

Second: Michael Stauder

The Moderator called for discussion by reading through each Article and Section of the proposed charter and taking questions when they were raised. The following amendments were proposed by Town Meeting and the results of the votes taken are recorded below.

Motion: Ron Ruston, to amend Section 2-3-3 [relating to number of signatures required for Board of Selectmen to place an article on the warrant for Special Town Meeting] by replacing the words “one hundred voters” with “ten voters.”

Second: Ernie Newcomb

Vote: Motion Fails; Majority Negative Vote

Motion: Ron Ruston, to delete Section 3-2-2 [relating to member of Board of Selectmen not being able to serve on any other Board or be employed by the Town concurrently] and re-number the remaining sections in Article 3, Section 2.

Second: Robert Pickett

Vote: Motion Fails; Majority Negative Vote

Motion: Ron Ruston, to amend Section 3-4-7 [relating to labor and employment contracts] by deleting the period at end of section and inserting “and not to exceed the amount appropriated at Town Meeting.”

Second: Robert Pickett

Vote: Motion Fails; Majority Negative Vote

Motion: John Nason, to amend Section 4-2-1 (h) to increase the number of members on the Council on Aging from five members to nine members.

Second: Ron Ruston

Vote: Motion Carries; Majority Affirmative Vote

Motion: Matthew Cloutier, to delete Section 4-2-1 (a) and move it to 4-1-2 (f) [the effect of which would keep the Board of Assessors an elected board, not changed to an appointed board].

Second: Thomas Bratko

Vote: Motion Carries; Majority Affirmative Vote

Motion: Matthew Cloutier, to amend Section 4-1-2 (f) to decrease the number of members of the Board of Assessors from five members to three members.

Second: Thomas Bratko

Vote: Motion Carries; Majority Affirmative Vote

Motion: Matthew Cloutier, to delete Sections 4-2-1 (b) and (c) and move them to 4-1-2 (g) and (h) [the effect of which would keep the Parks Commission and Cemetery Commission both elected boards, not appointed boards].

Second: Diane Lanney

Vote: Motion Carries; Majority Affirmative Vote

Motion: Ernie Newcomb, to delete Section 4-6-1.4 [relating to DPW implementing the policies developed by the Cemetery and Parks Commissions].

Second: Diane Lanney

Vote: Motion Fails; Majority Negative Vote

Motion: Vincent Ritchie, to amend Section 4-6-2 [relating to the Town Administrator preparing plans of organization for the conduct of business for the Town] by changing the word “may” in Line 1 to “shall.”

Second: Ron Ruston

Vote: Motion Carries; Majority Affirmative Vote

Motion: Matthew Cloutier, to delete Section 4-7-1 [relating to the conversion of positions from elected to appointed if two consecutive elections are held with less than or equal to the number of positions on the ballot].

Second: Ernie Newcomb

Vote: Motion Fails; Majority Negative Vote

Motion: Matthew Cloutier, to delete Section 8-3-2 with the intent to include under Section 4-1-2 if the motion passes [the effect of which will keep the position of Town Clerk an elected position].

Second: Vincent Ritchie

Vote: Motion Fails; Majority Negative Vote

Motion: Richard Clapham, to delete Section 8-3-3 with the intent to include under Section 4-1-2 if the motion passes [the effect of which will keep the position of Tree Warden an elected position].

Second: Ernie Newcomb

Vote: Motion Fails; Majority Negative Vote

Seeing no further discussion, and having a motion and second made at the beginning of the meeting, the Moderator called for a vote on the entire Town Charter as amended.

Motion: Elaine Peterson, for a secret ballot vote on the Town Charter.

Second: Diane Lanney

Vote on Secret Ballot: Motion Fails; Majority Negative Vote

Vote on Town Charter as amended: Motion carries; Yes-48, No-39

Meeting was adjourned at 9:28pm by the Moderator.

Respectfully Submitted,
Joyce E. Green, Town Clerk
[Amended Feb. 15, 2012 JEG]



COMMONWEALTH OF MASSACHUSETTS
TOWN OF HUBBARDSTON

SPECIAL TOWN MEETING MINUTES JUNE 5, 2012
STABILIZATION: \$356,347.30 FREE CASH: \$280,025

Pursuant to the foregoing warrant, the voters of the Town of Hubbardston assembled at the Center School gymnasium to act on the articles in said warrant. Present were Moderator Edward Leonard; Board of Selectmen members Ernest Newcomb (Chair), Michael Stauder, and Matt Castriotta; Town Clerk Joyce Green; Finance Committee members Edward Blanchard (Chair), Benjamin Prentiss, Chris Norcross, Patrick Girouard, Faye Zukowski, and Raeanne Siegel; Interim Town Administrator Brian Bullock; and representative for Town Counsel, Joel Bard.

A total of 240 registered voters were checked in by Marcia Howlett and Shonna Larson. A quorum of 50 voters was present throughout the meeting.

Moderator Leonard called the meeting to order at 7:11pm. A moment of silence was observed for Springfield Police Officer Kevin Ambrose who was killed in the line of duty on June 4. The following actions were taken on the articles presented in the aforesaid warrant:

ARTICLE 1. Motion, Matt Castriotta, that the Town vote to **transfer** the sum of **\$4,750.00** (Four Thousand Seven Hundred Fifty Dollars and Zero Cents) **from the Highway Winter Wage Account** (#01-423-5101) **to Highway Superintendent's salary** (01-421-5100) and to **transfer** the sum of **\$4,000.00** (Four Thousand Dollars and Zero Cents) **from the Winter Wages Account** (01-423-5101) to **the Highway Foreman Wages** (01-422-5102). (FinCom Recommends)

Second: Michael Stauder

Vote: Motion carries, majority affirmative vote

ARTICLE 2. Motion, Matt Castriotta, that the Town vote **to amend the action taken at the June 7, 2011 Annual Town Meeting, Article #17**, in the amounts recommended by the **Community Preservation Committee** for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2012, with each item to be considered a separate appropriation:

Appropriations:

From FY 2012 estimated revenues for Committee Administrative Expenses (5%) **\$2,960.63 to \$2843.44**

Reserves:

From FY 2012 estimated revenues for Historic Resources Reserve (10%) **\$5,921.25 to \$5,686.49**

From FY 2012 estimated revenues for Community Housing Reserve (10%) **\$5,921.25 to \$5,686.49**

From FY 2012 estimated revenues for Open Space Reserve (10%) **\$5,921.25 to \$5,686.49**

From FY 2012 estimated revenues for Budgeted Reserve (65%) **\$38,488.12 to \$36,962.17**

(Fin Com Recommends)

Second: Michael Stauder

Vote: Motion carries, unanimous vote

ARTICLE 3. Motion, Matt Castriotta, that the Town vote to **transfer** the amount of **\$280,025.00** (Two Hundred Eighty Thousand Twenty Five Dollars and Zero cents) said amount being the **balance of the FY 11 Certified Free Cash** to the **Municipal Capital Stabilization Account. 2/3 Vote Required**

(Fin Com Recommends)

Second: Michael Stauder

Vote: Motion carries, majority affirmative vote

The Moderator adjourned the Special Town Meeting at 7:17pm.

Respectfully Submitted, Joyce E. Green, Town Clerk

(Town Seal)



COMMONWEALTH OF MASSACHUSETTS
TOWN OF HUBBARDSTON

ANNUAL TOWN MEETING

MINUTES

June 5, 2012

Pursuant to the foregoing warrant, the voters of the Town of Hubbardston assembled at the Center School gymnasium to act on the articles in said warrant. Present were Moderator Edward Leonard; Board of Selectmen members Ernest Newcomb (Chair), Michael Stauder, and Matt Castriotta; Town Clerk Joyce Green; Finance Committee members Edward Blanchard (Chair), Benjamin Prentiss, Chris Norcross, Patrick Girouard, Faye Zukowski, and Raeanne Siegel; Interim Town Administrator Brian Bullock; and representative for Town Counsel, Joel Bard.

A total of 298 registered voters were checked in by Marcia Howlett and Shonna Larson. A quorum of 50 voters was present throughout the meeting.

Moderator Leonard called the meeting to order at 7:30pm. The Moderator chose two voters as counters, Bella Kaldera and Steven Harmon.

Chairman of the Board of Selectmen Ernest Newcomb dedicated the 2011 Annual Report to Thomas Howlett for his relentless volunteerism for the town.

The Moderator reviewed the procedures for Town Meeting and the following actions were taken on the articles presented in the aforesaid warrant:

ARTICLE 1. All necessary officers will be chosen at the Annual Town Election on Tuesday, June 12, 2012.

ARTICLE 2. The reports of the Town Officers and Committees will be published in the 2011 Annual Town Report.

ARTICLE 3. Motion, Matt Castriotta, that the Town vote **to authorize the Board of Selectmen to enter into agreements with the Commonwealth of Massachusetts Department of Transportation** for the construction and maintenance of public highways for the twelve month period beginning July 1, 2012.

(Fin Com Recommends)

Second: Michael Stauder

Vote: Motion Carries, Majority Affirmative Vote

ARTICLE 4. Motion, Matt Castriotta, that the Town vote **to accept educational grants and aid for Fiscal Year 2013**, to be expended for authorized purposes by the Montachusett Regional Vocational Technical School and the Quabbin Regional School District. (Fin Com Recommends)

Second: Michael Stauder

Vote: Motion Carries, Majority Affirmative Vote

ARTICLE 5. Motion, that the Town vote **to authorize the continuation of the following Holden Hospital Accounts for Fiscal Year 2013:**

a. Vehicle Replacement Assistance Account

Funded by monies received from the establishment of a \$2,500,000.00 trust fund under a settlement between Medical Center of Central Massachusetts (MCCM) and the eleven communities formerly served by Holden Hospital. This fund would be used to assist in funding the replacement of a RESCUE VEHICLE for the Town of Hubbardston. Fund would accumulate, and would supplement any town funds utilized for the purchase. Any purchases to be presented for payment from this Account, shall be preauthorized by the Board of Selectmen with voucher authorized by the Board of Selectmen.

b. Education and Training Account

Funded by monies received from the establishment of a \$2,500,000.00 trust fund under a settlement between Medical Center of Central Massachusetts (MCCM) and the eleven communities formerly served by Holden Hospital. This fund would be used to reimburse Hubbardston residents for successfully completing EMT training only after one full year of active service with the Hubbardston EMS Division of the Fire Department. Fund would also be used to reimburse EMTs for successfully completing advanced training in the same manner. Any purchases to be presented for payment from this Account, shall be preauthorized by the Board of Selectmen with voucher authorized by the Board of Selectmen.

c. Health Related Account

Funded by monies received from establishment of a \$2,500,000.00 trust fund under a settlement between Medical Center of Central Massachusetts (MCCM) and the eleven communities formerly served by Holden Hospital. This fund would be utilized for other Health related programs within the Town of Hubbardston, under the direction of the Board of Health, or other health related agencies. Funds to be withdrawn by voucher submitted by the Board of Health or other Town Health related agencies, co-signed by the Board of Selectmen.

d. Excess Investment Surplus Account

Funded by monies received from the establishment of a \$2,500,000.00 trust fund under a settlement between Medical Center of Central Massachusetts (MCCM) and the eleven communities formerly served by Holden Hospital. Any return on investment above 8% will be placed in this account which will accumulate and can be used for any special project or acquisition associated with any of the above three categories of distribution, or any other health related projects deemed compatible with the fund's design, with the approval of the Board of Selectmen. Funds may be withdrawn by voucher submitted by the Board of Selectmen.

(Fin Com Recommends)

Second: Michael Stauder **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 6. Motion, Matt Castriotta, that the Town vote **to authorize the following Revolving Accounts for Fiscal 2013** under MGL Ch. 44 §53E ½, as shown on the following chart:

(Fin Com Recommends)

Recommended change from prior year use is noted in bold within chart.

Fund	Authorization By	Revenue Source	Use of Fund	Limit
Wiring Fund	Wiring Inspector	Electrical Permit Fees and Applications	Pay inspector for inspection services and clerical wages	\$ 20,000
Gas Fund	Gas Inspector	Gas Permit Fees and Applications	Pay inspector for inspection services	\$ 3,000
Plumbing Fund	Plumbing Inspector	Plumbing Permit Fees and Applications	Pay inspector for inspection services	\$ 6,000
Recycling Fund	Board of Health	Fees collected for use of center and drop-off of recyclables	Costs associated with programs and facilities needed to recycle materials, including employee wages	\$ 5,000
Grave Fund	Cemetery Commissioners	Payments for grave openings	Payment to party hired to open grave	\$ 5,000
Haz Mat Fund	Fire Chief	Service charges for clean-up and disposal	Expenditures related to clean-up and disposal of hazardous	\$ 3,000

		of hazardous materials	materials	
Septic Fund	Board of Health	Fees for septic system plan review, agent inspections, and perc tests	Payments to septic system plan review engineers and to agents witnessing perc tests or performing inspections	\$ 20,000
Vaccine Administration Account	Board of Health	Fees, health insurance reimbursements and receipts for vaccine related services	Payments for vaccine, supplies, and services deemed necessary by the Board of Health	\$ 5,000
Con Com Fund	Conservation Commission	Receipts from fees for site inspections and plan review	Payment to member performing site inspection and expenses relating to such inspections or plan review	\$ 3,000
Open Burn Fund	Fire Chief	Receipts for fees for open burning	Payment of expenses related to fighting brush fires in town, including payment of part-time wages, forest fire fighting equipment and other costs of fighting such fires	\$11,000
Late fee Dog License Fund	Town Clerk	Fees for late licensing of dogs and kennels	Payment of costs associated with the regulation of dogs, including ACO capital expense.	\$10,000
MART Transportation Management Fund	COA Director	MART Reimbursement	Payment of costs associated with the supervision of the MART Transportation	\$10,000
Hubbardston 250th Anniversary Fund	250th Anniversary Committee	Donations, sale of promotional items and other sources	Payment of the costs associated with the 250th Anniversary Celebration of Hubbardston's Founding	\$50,000

Second: Michael Stauder

Vote: Motion Carries, Majority Affirmative Vote

BUDGET ARTICLE

ARTICLE 7. Motion, Matt Castriotta, that the Town vote **to raise \$6,758,788.00** to defray Town charges and expenses for the year ensuing (July 1, 2012 through June 30, 2013) and to fix the salary and compensation for all the elected officers of the Town, as provided by MGL Ch. 41 §108, as amended, and to **make appropriations** therefor. (Fin Com Recommends)

Second: Michael Stauder

Motion to Amend: Albert Afonso [Board of Assessors], to increase Assessor's Expense Account #141-5201 from \$5,600 to \$8,003 as originally requested by the department to cover costs associated with assessor training. **Second:** Diane Lanney. **Vote on Motion to Amend:** Motion Fails, Majority Negative Vote

Vote to Raise & Appropriate \$560,124 for General Government: Motion Carries, Majority Affirmative Vote

Vote to Raise & Appropriate \$912,693 for Public Safety: Motion Carries, Majority Affirmative Vote

Vote to Raise & Appropriate \$3,983,532 for Education: Motion Carries, Majority Affirmative Vote

Vote to Raise & Appropriate \$723,877 for Public Works: Motion Carries, Majority Affirmative Vote

Vote to Raise & Appropriate \$121,756 for Human Services, Culture & Recreation: Motion Carries, Majority Affirmative Vote

Motion to Amend: Karen Chick [Town Accountant] to change the account number for Wage Adjustment under Unclassified from 129-5100 to 912-5200. **Second:** Ernest Newcomb. **Vote on Motion to Amend:** Motion Carries, Majority Affirmative Vote

Vote to reaffirm total Article 7 to raise & appropriate \$6,758,788: Motion Carries; Majority Affirmative Vote

ARTICLE 8. Motion, Michael Stauder, that the Town vote **to raise and appropriate** an additional sum of **\$453,723.00** (Four Hundred Fifty Three Thousand Seven Hundred Twenty Three Dollars and Zero Cents) to additionally fund the operations of the Quabbin Regional School District provided however that said appropriation shall be **contingent upon successful passage of a Proposition 2 ½ Override**. (Fin Com recommends a ballot vote to let the voters decide)

Second: Michael Foley

Motion: Allura Overstreet, to vote by secret ballot on Article 8. **Second:** Janice Belleisle. **Vote on secret ballot:** Motion Fails, Majority Negative Vote.

Motion: Thomas Howlett, to move the question. **Second:** Elaine Peterson. **Vote:** Motion Carries, Majority Affirmative Vote.

Vote on Article 8: Motion Carries, Majority Affirmative Vote

ARTICLE 9. Motion, Matt Castriotta, that the Town vote **to transfer a sum not to exceed \$900.00**(Nine Hundred Dollars and Zero Cents) **from the Library Dog Fund (#24-210-5200) to the Library Books and Materials Account (#610-5400).** (Fin Com Recommends)

Second: Ernest Newcomb **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 10. Motion, Matt Castriotta, that the Town vote **to raise and appropriate the sum of \$11,500 (Eleven Thousand Five Hundred Dollars and Zero cents)** to fund the Senior Citizen Work-off Tax Abatement Program for Fiscal Year 13. (Fin Com Recommends)

Second: Michael Stauder **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 11. Motion, Matt Castriotta, that the Town **accept the provisions of Chapter 44 Sec 53F ½ of the Massachusetts General Laws establishing Ambulance Services as an Enterprise Fund** effective for the FY13 Fiscal Year. (Fin Com Recommends)

Second: Ernest Newcomb **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 12. Motion, Matt Castriotta, that the town vote to **transfer a sum not to exceed \$200,000.00 (Two Hundred Thousand dollars and Zero Cents) from the Ambulance Reserve Receipts for Appropriation Account (Account # 28-000-5200) to the Hubbardston Ambulance Enterprise Fund** established above. (Fin Com Recommends)

Second: Michael Stauder **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 13. Motion, Matt Castriotta, that the town vote **to authorize the expenditure of funds to pay Town debts and charges for the ensuing year, the sum of \$215,018.00 (Two Hundred, Fifteen Thousand, Eighteen Dollars and Zero cents) for the proposed budget for the AMBULANCE SERVICES ENTERPRISE FUND, and to raise said sum through fees and charges.**
(Fin Com Recommends)

Second: Michael Stauder **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 14. Motion, Matt Castriotta, that the Town vote to **transfer from the Stabilization Account the amount of \$100,000 (One Hundred Thousand Dollars and Zero cents)** to be used to purchase, accept by gift, or take by eminent domain a parcel of land on which the Town would develop a Senior/Community Center, affordable housing or other legal municipal purpose and to further authorize the design of said municipal facilities. **2/3 Vote Required** (Fin Com Recommends)

Second: Ernest Newcomb **Vote:** Motion Carries; Yes-143, No-43, Abstain-0

ARTICLE 15. Motion, Matt Castriotta, that the Town vote **to transfer from the Stabilization Account the amount of \$7,500 (Seven Thousand Five Hundred Dollars and Zero Cents)** to be used to retain the services of a qualified architect and/or firm to conduct a building needs study for the Town.

2/3 Vote Required (Fin Com Recommends)

It is the Town's intention to replenish the Stabilization Account with the sale of lots below and the State Ice Storm Reimbursement Funds

Second: Michael Stauder **Vote:** Motion Carries; Yes-152, No-19, Abstain-0

ARTICLE 16. Motion, Matt Castriotta, that the Town vote **to authorize the Board of Selectmen to sell 5 parcels of land on Ragged Hill Road** described as Assessors Map 2 Lots 33, 217, 218, 219, & 220 by Auction, Request for Proposals or other legal means. **2/3 Vote Required** (Fin Com Recommends)

Second: Michael Stauder **Vote:** Motion Carries; Yes-145, No-16, Abstain-0

ARTICLE 17. Motion, Matt Castriotta, that the Town vote to **raise and appropriate \$210,000.00 (Two Hundred Ten Thousand Dollars and Zero Cents) to the Municipal Capital Stabilization Account.**

2/3 Vote Required (Fin Com Recommends)

Second: Michael Stauder **Vote:** Motion Carries; Yes-137, No-1, Abstain-0

ARTICLE 18. Motion, Matt Castriotta, that the Town vote to **transfer from the Municipal Capital Stabilization Account, a sum not to exceed \$214,588.00 (Two Hundred Fourteen Thousand Five Hundred Eighty Eight Dollars and Zero cents) to pay for the following:**

EXISTING OBLIGATIONS

Rehabilitation of 1993 Ford Truck	\$ 7,000.00
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HPD Police Cruiser #1	\$ 8,500.00
Slade Building Rehabilitation Project (Payoff)	\$ 45,000.00
Fire Department Engine #3 Principal	\$ 50,078.00
Fire Department Engine #3 Interest	\$ 5,010.00
Fire Department Forestry Unit	\$ 12,500.00
<u>Short Term Interest</u>	<u>\$ 9,000.00</u>
Sub Total	\$137,088.00

FY2013 OBLIGATIONS

HPD Police Cruiser #2	\$ 12,000.00
Highway Fuel Pump System	\$ 20,000.00
Town Accountant Software	\$ 17,000.00
Underground Conduit Connection	\$ 3,500.00
Fire Station Asbestos Abatement	\$ 7,500.00
Revolving Computer Upgrade Account	<u>\$ 17,500.00</u>
Sub Total	\$ 77,500.00

TOTAL \$ 214,588.00

or take any action relative thereto.

2/3 Vote Required (Fin Com Recommends)

Second: Michael Stauder **Vote:** Motion Carries; Yes-134, No-4, Abstain-0

ARTICLE 19. Motion, Matt Castriotta, that the Town vote **to appropriate and/or reserve from the Community Preservation annual revenues** in the amounts recommended by the Committee Preservation Committee for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2013, with each item to be considered a separate appropriation: (Fin Com Recommends)

Appropriations:

From FY 2013 estimated revenues for Committee Administrative Expenses (5%) \$2,960.63

Reserves:

From FY 2013 estimated revenues for Historic Resources Reserve (10%)	\$5,921.25
From FY 2013 estimated revenues for Community Housing Reserve (10%)	\$5,921.25
From FY 2013 estimated revenues for Open Space Reserve (10%)	\$5,921.25
From FY 2013 estimated revenues for Budgeted Reserve (65%)	\$38,488.12

Second: Michael Stauder **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 20. Motion, Matt Castriotta, that the Town vote **to appropriate \$15,000.00** (Fifteen Thousand Dollars and Zero Cents) **from the Community Preservation Budgeted Reserve Account** (#24-600-5040) to cover year five (of five) for the borrowing associated with the Malone Road Project approved Article 8 at the Special Town Meeting December 4, 2007. (Fin Com Recommends)

Second: Michael Stauder **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 21. Motion, Matt Castriotta, that the Town vote **to appropriate \$11,000.00** (Eleven Thousand Dollars and Zero Cents) **from the Community Preservation Budgeted Reserve Account** (#24-600-5040) to cover year four (of five) for the borrowing associated with the Steeple, Bell Tower, Roof and for masonry work and painting of the First Parish Unitarian Church of Hubbardston approved Article 14 of the Annual Town Meeting June 3, 2008. (Fin Com Recommends)

Second: Michael Stauder **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 22. Motion, Matt Castriotta, that the Town vote **to appropriate \$10,000.00 (Ten Thousand Dollars and Zero Cents) from the Community Preservation Act Open Space Reserve to reclaim a 2 or 3 acre section of the Malone Road property.** (Fin Com Does Not Recommend)

Second: Ernest Newcomb **Vote:** Motion Carries, Hand Count Vote; Yes-87, No-51

ARTICLE 23. Motion, that the Town vote **to appropriate \$51,744.00 (Fifty One Thousand Seven Hundred Forty Four Dollars and Zero Cents) from the Community Preservation Budgeted Reserve for the conservation and preservation of Town historic records** as requested by and under the supervision of the Town Clerk. (Fin Com recommends)

Second: Ernest Newcomb **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 24. NO ACTION TAKEN

[To adopt a Zoning Bylaw on JUNK, ACCUMULATION THEREOF]

Planning Board has not held a public hearing on the proposed Zoning Bylaw as required by Massachusetts General Laws and therefore Town Meeting takes no action.

ARTICLE 25. Motion, Matt Castriotta, that the Town vote **to create a Town of Hubbardston 250th Anniversary Committee** to help plan, coordinate and authorize functions in conjunction with the Town of Hubbardston 250th Anniversary in calendar year 2017, said Committee to consist of five members appointed by the Board of Selectmen, two members to be appointed to initial terms of three years, two members to be appointed to initial terms of two years, and one member to be appointed to an initial term of one year, with all subsequent appointments to be for three years each. Said Committee will upon completion of all business transactions present a final report to the Board of Selectmen and a recommendation that the Committee be dissolved by Town Meeting vote. (Fin Com Recommends)

Second: Ernest Newcomb **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 26. Motion, Matt Castriotta, that the Town vote **to raise and appropriate \$5,000.00 (Five Thousand Dollars and Zero cents)** to be deposited into the “Hubbardston 250th Anniversary Fund” for expenses related to the planning of the anniversary celebration. (Fin Com Recommends)

Second: Ernest Newcomb **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 27. Motion, Matt Castriotta, that the town vote **to transfer the balance of \$1,077.19 (One Thousand Seventy Seven Dollars and Nineteen Cents) from the Founders Day Revolving Account (Account # 24-000-1752-000) to the Hubbardston 250th Anniversary Fund** established above. (Fin Com Recommends)

Second: Ernest Newcomb **Vote:** Motion Carries, Majority Affirmative Vote

ARTICLE 28. Motion, Matt Castriotta, that the Town of Hubbardston vote to **amend the Hubbardston General Bylaws by adding Chapter XXIII, Section 1; The Sex Offender in Child Safety Zone Bylaw** or act to do anything relative thereto.

Sex Offender in Child Safety Zones:

Definition of Child Safety Zone: A park, playground, recreation center, library, school, day care center, private youth center, video arcade, bathing beach, swimming pool, gymnasium, sports field, sports facility, including the parking area and land adjacent to any of the aforementioned facilities.

Prohibitions:

- 1) A level 3 registered sex offender is prohibited from entering upon the premises of a school or day care center unless previously authorized specifically in writing by the school administration or day care center owner.

- 2) A level 3 registered sex offender is prohibited from entering upon the premises of an elderly housing facility unless previously authorized in writing by the on-site manager of the elderly housing facility.
- 3) A level 3 registered sex offender is prohibited from entering upon the premises of a park or any recreational facility.
- 4) A level 3 registered sex offender, after having received notice from the Hubbardston Police Department that he/she is loitering by having remained for more than fifteen (15) minutes within a five-hundred (500) foot distance of a school, a day care center, a park, any recreational facility or elderly housing facility, is prohibited from continuing to so loiter. For purposes of determining the minimum distance separation under this section, the distance shall be measured by following a straight line from the registered sex offender to the outer property line of the school, a day care center, a park, any recreational facility, elderly housing facility.

Exceptions:

- 1) The prohibitions defined above shall not be construed or enforced so as to prohibit a registered sex offender from exercising his/her right to vote in any federal, state or municipal election, or from attending any religious service.
- 2) The prohibitions defined above do not apply to a registered sex offender's place of residence.
- 3) Any person whose name has been removed from the Massachusetts Sex Offender Registry or from the registry of any other state or in the federal or military system by act of a court or by expiration of the term such person is required to remain on such registry or reclassified as a level 1 in Massachusetts or lowest offender category in another jurisdiction.
- 4) The facility in a child safety zone also supports a church, synagogue, mosque, temple or other house of religious worship, subject to all of the following conditions:
 - The child sex offender's entrance and presence upon the property occurs only during hours of worship or other religious program/service as posted by the public; and
 - The child sex offender shall not participate in any religious education programs that include individuals under the age of eighteen (18).
- 5) The property also supports a use lawfully attended by a child sex offender's natural or adopted child(ren), which child's use reasonably requires the attendance of the child sex offender as the child's parent upon the property, subject to the following condition: The child sex offender's entrance and presence upon the property occurs only during hours of activity related to the use as posted to the public.

Penalties:

Any violation of this section may be enforced by noncriminal disposition pursuant to M.G.L., Chapter 40, section 21D, resulting in a noncriminal fine of \$150.00 for a first violation and a noncriminal fine of \$300.00 for each additional violation of this section. A registered sex offender commits a separate offense for each and every violation of this section.

Enforcement:

- A. The Hubbardston Police Department shall be charged with the enforcement of this chapter.
- B. A written list describing the prohibited areas defined in this chapter and a map depicting the safety zones, shall be created by the Town and maintained. The list, the maps and a copy of this chapter will be available to the public at the Hubbardston Police department and Town Clerk's office.

(Submitted by Citizen Petition)

Second: Michael Stauder

Motion to Amend: Matt Cloutier; to amend the definition of Child Safety Zone, by replacing "recreation center" with "any recreational facility." **Second:** Ronald Ruston

Vote on Amendment: Motion Carries, Majority Affirmative Vote.

Motion to Amend: Matt Cloutier; to amend Prohibitions, Section 3 by replacing “of a park or any recreational facility” with “as defined in the definition of Child Safety Zone.” **Second:** Allura Overstreet. Town Counsel suggested a friendly amendment to change “defined” to “listed” which was accepted by the maker and second of the motion to amend.

Vote on Amendment: Motion Carries, Majority Affirmative Vote.

Motion to Amend: Matt Cloutier; to amend Prohibitions, Section 4, in both the first and second sentences, by replacing “school, a day care center, a park, any recreational facility” with “Child Safety Zone.” **Second:** Allura Overstreet

Town Counsel wanted it known that “Child Safety Zone” should be capitalized.

Vote on Amendment: Motion Carries, Majority Affirmative Vote.

Motion to Amend: Matt Cloutier; to amend Penalties by changing the fine for the first violation from \$150 to \$300 and for each additional violation, changing the fine from \$300 to \$1000.

Town Counsel stated that the State maximum is a non-criminal fine of \$300 for each violation.

Mr. Cloutier amended his motion to changing the fine to \$300 for each violation which was affirmed by the second of the motion. **Second:** Diane Lanney.

Town Counsel suggested the following wording: “resulting in a noncriminal fine of \$300 for each violation of this section.” This wording was approved by the maker and second and so voted.

Vote on Amendment: Motion Carries, Majority Affirmative Vote.

Vote on Article 28 as Amended: Motion Carries, Majority Affirmative Vote

Seeing no further business before the meeting, the Moderator adjourned the Annual Town Meeting at 10:08pm.

Respectfully Submitted,

Joyce E. Green
Town Clerk

(Town Seal)

Account Number	Account Name	FY 2013 Approved
General Government		
114-5100	Moderator	\$321
114-5200	Finance Committee Expenses	\$250
700-5700	Finance Committee Reserve Fund	\$25,000
	Total Legislative	\$25,571
122-5100	Selectboard Salary	\$3,615
122-5105	Town Secretary Wages	\$22,784
122-5200	Selectboard Expense	\$10,000
122-5700	Binding of Records	\$100
129-5100	Town Administrator Salary	\$65,000
129-5200	Town Administrator Expense	\$1,500
161-5100	Town Clerk Salary	\$33,514
161-5105	Town Clerk Certification	\$1,000
161-5200	Town Clerk Expenses	\$3,550
129-5101	Wage Adjustment	\$17,000
	Total Executive	\$158,063
135-5101	Town Accountant Salary	\$35,454
135-5105	Municipal Finance Clerk Wages	\$4,816
135-5201	Town Accountant Expense	\$900
135-5703	Annual Audit	\$15,500
	Total Accountant/Auditor	\$56,670
141-5100	Assessors' Salary	\$3,615
141-5105	Municipal Office Clerk II	\$17,996
141-5201	Assessors' Expenses	\$5,600
141-5206	Assessors' Property Update (RRG)	\$55,400
141-5400	Assessors' Maps	\$5,950
	Total Assessors	\$88,561
145-5100	Treasurer's Salary	\$25,902
145-5200	Treasurer's Expense	\$1,800
145-5704	Payroll Service	\$2,500
145-5708	Treasurer's Tax Title Expense	\$5,000
	Total Treasurer	\$35,202
146-5100	Tax Collector Salary	\$28,963
146-5105	Tax Collector Certification	\$1,000
146-5200	Tax Collector's Expenses	\$7,125
146-5708	Tax Collector Tax Title Expense	\$8,150
155-5200	Excise/Property Tax Bill Preparation & Mail	\$2,700
	Total Tax Collector	\$47,938
151-5200	Legal Services	\$40,000
	Total Town Counsel	\$40,000
171-5100	Conservation Comm. Salaries	\$960
171-5102	Conservation Comm. Clerk Wages	\$0
171-5200	Conservation Comm. Expenses	\$1,193
	Total Conservation Commisson	\$2,153
122-5106	Custodial Wages	\$7,714
122-5204	Slade Building Utilities	\$26,000
	Total Public Buildings/Property Maint.	\$33,714
122-5202	Town Office Phone	\$7,000
122-5207	Computer Maintenance	\$46,100
122-5208	VTH Website Maintenance	\$2,050
122-5400	Copier Expense	\$5,000
	Total Operations Support	\$60,150
162-5200	Elections & Registrations	\$9,527
163-5101	Board of Registrars Wages	\$400
	Total Election and Registration	\$9,927
176-5102	Board of Appeals Clerk Wages	\$500
176-5200	Board of Appeals Expense	\$675

195-5200	Town Report	\$1,000
Total Other		\$2,175
TOTAL GENERAL GOVERNMENT		\$560,124
PUBLIC SAFETY		
Police Department		
210-5100	Police Chief Salary (inc. Quinn bill payment)	\$86,940
210-5102	Police Wages (inc. Quinn bill payments)	\$374,704
210-5103	Police Training Wages	\$14,773
210-5104	Police Department Clerk	\$15,138
210-5200	Police Dept. Maintenance	\$10,030
210-5201	Police Dept. Vehicle Maintenance	\$7,250
210-5403	Police Dept. Equipment & Outlay	\$15,075
210-5800	Cruiser Lease Purchase	
Total Police Department		\$523,910
Fire Department		
220-5100	Fire Chief Salary (Inc Hol)	\$34,218
220-5101	Fire Department FT Wages	\$66,387
220-5106	Fire Department Other Wages	\$45,744
220-5200	Fire Department Maintenance	\$13,335
220-5203	Fire Department Vehicle Maint.	\$8,038
220-5404	Fire Department Equipment & Outlay	\$13,875
220-5720	Emergency Medical Service Space Rent	\$4,095
220-5721	Other Expense	\$23,325
Total Fire Department		\$209,017
Ambulance Services		
<i>Enterprise Fund Budget is presented in Articles 11, 12 & 13</i>		
Regional Dispatch		
299-5100	REGIONAL FEE RUTLAND	\$82,154
299-5200	Dispatch Maintenance & Equip.	\$14,576
Total Dispatch Department		\$96,730
192-5100	Building Commissioner Salary	\$25,395
192-5102	Building Department Clerk Wages	\$0
192-5200	Building Department Expense	\$2,351
519-5100	Animal Inspector Salary	\$800
519-5705	Animal Inspector Expense	\$230
Total Building Inspection		\$28,776
175-5102	Planning Board Clerk Wages	\$0
175-5200	Planning Board Expenses	\$900
175-5700	Montachusett Reg. Planning District	\$1,152
Total Planning Board		\$2,052
192-5102	Inspectional Services Asst. (BOH,Conservation)	\$12,088
192-5102	Inspectional Services Asst. (Plan Bd, Build Insp)	\$12,088
Total Inspectional Services Support		\$24,176
510-5100	Board of Health Salaries	\$1,683
510-5102	Board of Health Clerk Wages	\$0
510-5200	Board of Health Expenses	\$2,335
510-5700	Board of Health Landfill Capping & Monitoring	\$0
Total Health Services		\$4,018
249-5100	Tree Warden Wages	\$1,723
249-5200	Tree Warden Outside Serv.	\$4,000
291-5100	Emergency Planning Director	\$1,000
291-5200	Emergency Planning Expenses	\$1,291
292-5100	Animal Control Officer/Services & Expense	\$16,000
Total Other Public Safety Services		\$24,014

TOTAL PUBLIC SAFETY		\$912,693
Education		
300-5700	Quabbin Required Net School Spending	\$2,821,585
300-5700	Quabbin Above Minimum Contribution	\$171,457
300-5700	Quabbin Transportation	\$524,709
300-5705	School: Montachusett. Reg. Voc. Tech.	\$350,635
300-5805	Quabbin Ed Support CTR (DE)	\$29,670
	QRSD Middle/HS Const Bonds (DE)	\$85,476
	QRSD Middle/HS Roof (First Assmt. FY14)	\$0
TOTAL EDUCATION		\$3,983,532
Public Works		
421-5100	Highway Superintendent Salary	\$64,490
422-5101	Highway Wages	\$160,148
422-5102	Highway Foreman Wages	\$47,980
422-5103	Highway Dept. Secretary Wages	\$10,289
	Total Highway Wages	\$282,907
422-5202	Street Signs	\$2,000
422-5205	Highway Uniforms	\$4,827
422-5206	Highway Bridges & Railings	\$500
422-5207	Highway Dept. Maintenance	\$62,500
422-5210	General Highway Expense	\$94,353
	Ice Storm Cleanup	\$0
422-5400	Highway Equipment & Outlay	\$7,000
424-5200	Municipal Lights	\$4,000
422-5402	Town Vehicle Fuel & Pump Maintenance	\$50,000
	Total Highway Expenditures	\$225,180
423-5101	Highway Winter Wages	\$49,068
423-5102	Highway Winter Outside Wages	\$7,000
423-5200	Highway Winter Machine Maintenance	\$12,000
423-5205	Plowing of Private Ways	\$3,500
423-5400	Highway Winter Materials	\$106,000
423-5402	Highway Winter Fuel	\$28,000
423-5403	Highway "October Snow Storm"	\$0
	Total Highway Snow & Ice	\$205,568
	Total Highway Department	\$713,655
	Cemetery	
491-5100	Cemetery Commission Salaries	\$890
491-5101	Cemetery Commission Clerk-Mun. Clerk I	\$1,196
491-5103	Old Cemetery Expenses	\$2,480
491-5203	Cemetery Maintenance & Improvement	\$2,856
491-5205	Evergreen Cemetery, New Lots	\$500
	Evergreen Cemetery (ATM Art #11)	\$500
491-5400	Cemetery Equipment & Outlay	\$1,300
491-5700	Veterans' Graves	\$500
	Total Cemeteries	\$10,222
TOTAL PUBLIC WORKS		\$723,877
HUMAN SERVICES, CULTURE & RECREATION		
Human Services		
541-5100	Elderly Van Wages	\$28,994

541-5400	Elderly Van Expenses	\$100
541-5105	Council on Aging Director	\$5,184
541-5200	Council on Aging Expense	\$1,200
	Total Special Program	\$35,478
543-5100	Veterans' Agent Salary	\$1,020
543-5200	Veterans' Agent Expenses	\$35
543-5700	Veterans' Benefits	\$5,000
	Total Veteran's Services	\$6,055
	Total Human Services	\$41,533
Culture and Recreation		
	Library	
610-5100	Library Wages	\$33,339
610-5200	Library Utilities & Maintenance	\$17,185
610-5400	Library Books & Materials	\$14,828
	Total Library	\$65,352
	Commissions	
650-5200	Agricultural Commission Expense	\$500
691-5200	Historical Commission Expenses	\$500
950-5200	Historic Clock Maintenance	\$750
	Total Commission Expenses	\$1,750
692-5200	Memorial Day	\$2,000
692-5201	250th Celebration	ARTICLE 27
	Total Celebrations	\$2,000
699-5200	Parks Commission Services & Expense	\$11,121
	Total Parks	\$11,121
	Total Culture and Recreation	\$80,223
TOTAL HUMAN SERVICES, CULTURE & RECREATION		\$121,756
UNCLASSIFIED		
	Debt Service	
710-5900	Retirement of Debt Principal for Fire Truck	\$0
751-5900	Interest - Long Term for Fire Truck	\$0
752-5900	Interest - Short Term	\$0
	Payment into MCSA	\$0
	Total Debt Service	\$0
	Capital Budget	
	Sweeper lease Payment	\$0
210-5800	Police cruiser - lease/purchase payment	\$0
422-5400	Highway Dept. 1993 Ford Rehab	\$0
	Pmt into Municipal Capital Stabilization Acct	ARTICLE 18
	Total Capital Budget	\$0
	Other	
911-5100	Worcester Regional Retirement	\$166,794
912-5100	Workers Compensation	\$17,081
912-5200	Wage Adjustment	\$18,000
913-5100	Unemployment	\$12,000
914-5100	Ch. 32B (Health Insurance)	\$114,510
916-5100	FICA Assessment (other employee benefits)	\$23,500
945-5700	Other Insurance	\$26,896
945-5701	Property & Casualty	\$62,623
945-5702	Professional Liability	\$15,402
	Total Other	\$456,806
TOTAL UNCLASSIFIED		\$456,806
TOTAL OPERATING BUDGET		\$6,758,788



COMMONWEALTH OF MASSACHUSETTS
TOWN OF HUBBARDSTON

SPECIAL TOWN MEETING MINUTES AUGUST 29, 2012
STABILIZATION: \$359,572.14

Pursuant to the foregoing warrant, the voters of the Town of Hubbardston assembled at the Center School gymnasium to act on the articles in said warrant. Present were Moderator Edward Leonard; Board of Selectmen members Michael Stauder (Chair), Matt Castriotta, and Chris Norcross; Town Clerk Joyce Green; Finance Committee members Edward Blanchard (Chair), Benjamin Prentiss, Patrick Girouard, Faye Zukowski, Raeanne Siegel, Mark Connery, and Philip Churchill.; and Interim Town Administrator Brian Bullock.

A total of 156 registered voters were checked in by Marcia Howlett and Shonna Larson. A quorum of 50 voters was present throughout the meeting.

Moderator Leonard called the meeting to order at 7:06pm.

A statement was given by Edward Blanchard, Chairman of the Finance Committee, on the research done by the committee and their concerns regarding the Quabbin Regional School District budget. A handout entitled "*Appropriation Control Report Comparison of FY13 Preliminary Budget Revisions*" was distributed by the Finance Committee to voters prior to the start of the meeting. Mr. Blanchard reiterated the points made on the handout and stated that the Finance Committee will support whatever action Town Meeting takes tonight.

A representative from Quabbin Regional School District, Cheryl Duval, was asked if she wished to make a statement. Ms. Duval declined but stated she would answer questions. The following actions were taken on the articles presented in the aforesaid warrant:

ARTICLE 1. Motion, Chris Norcross, that the Town vote to transfer from Overlay Surplus (#01-00-3130-000) the sum of \$10,029.62 (Ten Thousand Twenty-Nine and 62/100 Dollars) to the 2012 Overlay Account (#01-000-1230-2012), and transfer \$26,773.35 (Twenty Six Thousand Seven Hundred Seventy Three and 35/100 Dollars) from Overlay Surplus (#01-00-3130-000) to the Quabbin Above Minimum Contribution Account (#300-5700).

Second: Michael Stauder Vote: Motion passes; majority affirmative vote

ARTICLE 2. Motion, Chris Norcross, that the Town vote to transfer from the following accounts the sum of \$46,648.00 (Forty-Six Thousand Six Hundred Forty-Eight and 00/100 Dollars) to the Quabbin Above Minimum Contribution Account (#300-5700)

\$2,500.00 (Two Thousand Five Hundred 00/100 Dollars) from Wage Adjustment

\$11,000.00 (Eleven Thousand 00/100 Dollars) from Unemployment

\$15,000.00 (Fifteen Thousand 00/100 Dollars) from Workers Compensation

\$3,500.00 (Three Thousand Five Hundred 00/100 Dollars) from Regional Dispatch

\$3,148.00 (Three Thousand One Hundred & Forty Eight 00/100 Dollars) from Worcester
Regional Retirement Assessment

\$7,500.00 (Seven Thousand Five Hundred 00/100 Dollars) from Health Insurance

\$2,500.00 (Two Thousand Five Hundred 00/100 Dollars) from Police Professional Development

\$1,500.00 (One Thousand Five Hundred 00/100 Dollars) from Animal Control

for a total of \$46,648.00.

Second: Michael Stauder Vote: Motion passes; majority affirmative vote

ARTICLE 3. Motion, Chris Norcross, that the Town vote to transfer and closeout from the following articles:

	PROFESSIONAL LAND		
01-175-5101	PLANNING	\$1,250.00	STM #4 12-10-09
01-510-5800	WATER/SEWER STUDY	\$200.00	STM #17 11-9-10

01-220-5420	SCBA FILL SYSTEM	\$7,900.00	ATM #19 6-1-10
01-146-5715	TAX COLLECTOR PRINTER	\$181.43	ATM# 14 6-7-11
01-210-5405	PD COMPUTER SERVER	\$290.60	ATM #14 6-7-11
01-210-5800	PD CRUISER	\$37.78	ATM #14 6-7-11
01-220-5416	HUBB FD FORESTRY UNIT	\$572.78	ATM #14 6-7-11
01-422-5809	93 FORD REFURBISH	\$1,835.27	ATM 6-1-10
01-422-5810	98 FORD REFURBISH	\$75.19	ATM#14
01-752-5900	INTEREST SHORT TERM	\$2,525.60	ATM #14 6-7-11

totaling \$14,868.65 (Fourteen Thousand Eight Hundred Sixty-Eight and 65/100 Dollars) to the Quabbin Above Minimum Contribution Account (#300-5700).

Second: Michael Stauder Vote: Motion passes; majority affirmative vote

ARTICLE 4. Motion, Chris Norcross, that the Town vote to raise and appropriate the sum of \$46,322.00 (Forty Six Thousand Three Hundred Twenty-Two and 00/100 Dollars) to the Quabbin Above Minimum Contribution Account (#300-5700) to add to the \$3,632,897.00 (Three Million Six Hundred Thirty Two Thousand Eight Hundred Ninety Seven Dollars and No Cents) previously appropriated at the June 5, 2012 Annual Town Meeting for the Quabbin Regional School District, which will provide full funding of Hubbardston's apportioned share of the FY13 revised budget in the amount of \$3,767,509.00 (Three Million Seven Hundred Sixty Seven Thousand Five Hundred Nine Dollars and 00/100), as approved by the Quabbin Regional School District Committee July 18, 2012.

Second: Michael Stauder Vote: Motion passes; majority affirmative vote

Seeing no further business before the meeting, the Moderator adjourned the meeting at 7:22pm.

Respectfully Submitted,

Joyce E. Green, Town Clerk

(Town Seal)

<p align="center">TOWN OF HUBBARDSTON – OFFICIAL Election Results Presidential Primary, March 6, 2012</p>
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Total Registered Voters as of February 15, 2012 Deadline: 3022

Number of Votes Cast in This Election: 534 (17.7%)

Votes Cast in this Election: Democratic 70, Republican 460, Green-Rainbow 4

DEMOCRATIC BALLOT

PRESIDENTIAL PREFERENCE

Barack Obama	54
No Preference	13
Write-Ins	2

STATE COMMITTEE MAN

William R. Shemeth, III	57
Write-Ins	0

STATE COMMITTEE WOMAN

Laura L. Jette	59
Write-Ins	0

TOWN COMMITTEE (write-ins)

Monna D. Fauteux	11
Jacques M. Fauteux	11
Barbara E. Hubbard	13
Peter Jefts	14
Linda L. Lamontagne	11
Dennis O'Donnell	11
Other Write-Ins	9

Rick Santorum	75
Jon Huntsman	2
Michele Bachmann	1
Newt Gingrich	22
No Preference	1
Write-Ins	1

STATE COMMITTEE MAN

Michael J. Valanzola	58
William J. Gillmeister	206
David P. Kopacz, Sr.	64
Write-Ins	1

STATE COMMITTEE WOMAN

Janet E. Garon	282
Write-Ins	0

TOWN COMMITTEE

Write-Ins	10
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GREEN-RAINBOW BALLOT

PRESIDENTIAL PREFERENCE

Kent Mesplay	0
Jill Stein	3
Harley Mikkelson	0
No Preference	1
Write-Ins	0

STATE COMMITTEE MAN

Write-Ins	0
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STATE COMMITTEE WOMAN

Write-Ins	0
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TOWN COMMITTEE

Write-Ins	0
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REPUBLICAN BALLOT

PRESIDENTIAL PREFERENCE

Ron Paul	64
Mitt Romney	292
Rick Perry	1



THE TOWN OF
HUBBARDSTON, MASSACHUSETTS
Office of the Town Clerk

ANNUAL TOWN ELECTION – Tuesday, JUNE 12, 2012
OFFICIAL RESULTS

Number of Registered Voters=3044; Votes Cast Today= 1125* (37%)

** = Elected

BOARD OF SELECTMEN, 3-Year Term

Ernest D. Newcomb 351
**Christopher B. Norcross 705
Write-Ins 1

TOWN CLERK, 3-Year Term (1 position)

**Joyce E. Green 968
Write-Ins 1

BOARD OF ASSESSORS, 3-Year Term (1 position)

**Kurt W. Leslie 828
Write-Ins 1

PLANNING BOARD, 5-Year Term (1 position)

**Peter R. Carmosino 799
Write-Ins 3

PLANNING BOARD, 2-Year Term (1 position)

**Peter Jefts 780
Write-Ins 1

BOARD OF HEALTH, 3-Year Term (1 position)

**Tomas R. Larson 857
Write-Ins 3

QUABBIN REG SCH COMM, 3-Year Term (1 position)

Edward F. Leonard 492
**William Hansen 514
Write-Ins 0

FINANCE COMMITTEE, 3-Year Term (2 positions)

**Benjamin D. Prentiss 855
**Philip J. Churchill(write-in) 9
Other Write-Ins 14

FINANCE COMMITTEE, 1-Year Term (1 position)

**Raeanne P. Siegel 769
Write-Ins 3

CEMETERY COMMISSION, 3-Year Term (1 position)

Bruce A. Newcomb 478
**Elaine M. Gauthier 489
Write-Ins 1

TRUSTEES OF PUBLIC LIBRARY, 3-Year Term

**Laura M. Foley 733
**Catherine A. North-Erickson 647
Write-Ins 3

TRUSTEES OF PUBLIC LIBRARY, 1-Year Term (1 position)

**Johanna C. Henning816
Write-Ins 1

CONSTABLE, 3-Year Term (1 position)

**Dennis P. O'Donnell845
Write-Ins 2

HOUSING AUTHORITY, 5-Yr Term (1 pos)

**Dennis P. O'Donnell823
Write-Ins 2

HOUSING AUTHORITY, 4-Year Term (1 position)

Write-Ins 10
(Failure to Elect)

HOUSING AUTHORITY, 3-Year Term (1 position)

Write-Ins 8
(Failure to Elect)

PARK COMMISSIONER, 5-Year Term (1 position)

**David R. Sacramone2
Other Write-Ins 27

Question #1

Funding for Operations of the Quabbin Regional School District

Shall the Town of Hubbardston be allowed to assess an additional \$453,723.00 (Four hundred fifty-three thousand seven hundred twenty-three dollars and zero cents) in real estate and personal property taxes for the purposes of funding the operations of the Quabbin Regional School District for the fiscal year beginning July first 2012?

Yes 355
No 749



September 6, 2012

Town of Hubbardston
State Primary

OFFICIAL RESULTS

Number of Registered Voters as of Aug 17 Deadline = 3098
Number of Votes Cast in this Election = 186 (Dem-89, Rep-97, G/R-0)
Voter Turnout = 6%

DEMOCRATIC BALLOT

SENATOR IN CONGRESS

Elizabeth A. Warren	77
Write-Ins	1
Blanks	11

REPRESENTATIVE IN CONGRESS

James P. McGovern	68
William Feegbeh	13
Write-Ins	0
Blanks	8

COUNCILLOR

Write-In	0
Blank	89

SENATOR IN GENERAL COURT

Stephen M. Brewer	78
Write-Ins	0
Blanks	11

REPRESENTATIVE IN GENERAL COURT

Anne M. Gobi	76
Write-Ins	0
Blanks	13

CLERK OF COURTS

Dennis P. McManus	71
Write-Ins	0
Blanks	18

REGISTER OF DEEDS

Anthony J. Vigliotti	71
Write-Ins	0
Blanks	18

REPUBLICAN BALLOT

SENATOR IN CONGRESS

Scott P. Brown	95
Write-Ins	0
Blanks	2

REPRESENTATIVE IN CONGRESS

Write-Ins	0
Blanks	97

COUNCILLOR

Jennie L. Caissie	83
Write-Ins	0
Blanks	14

SENATOR IN GENERAL COURT

Write-Ins	0
Blanks	97

REPRESENTATIVE IN GENERAL COURT

Jason M. Petraitis	85
Write-Ins	0
Blanks	12

CLERK OF COURTS

Write-Ins	0
Blanks	97

REGISTER OF DEEDS

Write-Ins	0
Blanks	97

GREEN-RAINBOW BALLOT

Zero Ballots Cast



TOWN OF HUBBARDSTON – OFFICIAL Election Results
Presidential Election, November 6, 2012

Total Registered Voters as of October 17, 2012 Deadline: 3179

Number of Votes Cast in This Election: 2631 (82.8%)

ELECTORS OF PRESIDENT AND VICE

PRESIDENT

JOHNSON and GRAY	31
OBAMA and BIDEN	1160
ROMNEY and RYAN	1381
STEIN and HONKALA	28
Write-Ins	11
Blanks	20

SENATOR IN CONGRESS

Scott P. BROWN	1671
Elizabeth A. WARREN	929
Write-Ins	4
Blanks	27

REPRESENTATIVE IN CONGRESS

James P. McGOVERN	1862
Write-Ins	17
Blanks	752

COUNCILLOR

Jennie L. CAISSIE	1880
Write-Ins	7
Blanks	744

SENATOR IN GENERAL COURT

Stephen M. BREWER	2054
Write-Ins	9
Blanks	568

REPRESENTATIVE IN GEN COURT

Anne M. GOBI	1287
Jason M. PETRAITIS	1137
Write-Ins	1
Blanks	206

CLERK OF COURTS

Dennis P. McMANUS	1762
Write-Ins	5
Blanks	864

REGISTER OF DEEDS

Anthony J. VIGLIOTTI 1	769
Write-Ins	6
Blanks	856

QUESTION 1: RIGHT TO REPAIR LAW: Allows owners access to the same diagnostic and repair information made available to dealers, starting with model year 2015.

Yes 2003
No 266

QUESTION 2: DEATH WITH DIGNITY: Allows, under specific guidelines, licensed MA physicians to prescribe medication for terminally ill patients at that patient's request that will end that patient's life.

Yes 1248
No 1253

QUESTION 3: MEDICAL MARIJUANA USE: would eliminate state criminal and civil penalties for the medical use of marijuana by qualifying patients.

Yes 1616
No 884



TOWN OF HUBBARDSTON – OFFICIAL Election Results
Special Local Election, November 6, 2012

Total Registered Voters as of October 17, 2012 Deadline: 3179
Number of Votes Cast in This Election: 2329 (73.3%)

Question 1

Shall an act passed by the General Court in the year 2012, entitled “An Act Establishing a Charter for the Town of Hubbardston” be accepted?

Yes = 1385 No = 926

A True Copy Attest:

Joyce E. Green
Town Clerk

(seal)

LIST OF BYLAWS APPROVED BY THE ATTORNEY GENERAL IN 2012

Meeting Date	TM Warrant Article #	General or Zoning	Bylaw Ch/Sec	Subject/ Comments	Date of AG Approval Letter	Effective Date
6/5/2012 ATM	28	General	Ch. XXIII, Sec 1	Add Chapter XXIII; The Sex Offender in Child Safety Zone	9/24/2012	9/25/2012

MASSACHUSETTS GENERAL LAWS/ACTS & RESOLVES/SPECIAL LEGISLATION
ACCEPTED BY HUBBARDSTON IN 2012

Date	Method of Acceptance	MGL/Act or Bill No.	Subject/ Comments
11/6/2012	Ballot	Acts of 2012, Ch. 292	Adoption of Town Charter

OTHER INFORMATION

2012 TOWN OF HUBBARDSTON GROSS SALARIES							
Albert	Afonso	\$ 1,211.34	Assessor				
Jayne	Arata	\$21,956.34	Library Director				
Erik	Ares	\$ 3,731.46	Lt./Medic				
James	Ares	\$11,685.05	FF1/EMT				
Christine	Barbera	\$ 4,010.44	Library Assistant				
Alan	Barrett	\$ 395.28	Highway				
Jason	Barrette	\$ 524.52	Prob. FF				
Beverly	Baxter	\$ 156.00	Election Worker				
Kellianne	Becker	\$ 186.00	Election Worker				
Edward	Bettez	\$14,525.40	MART Van Driver				
Alyre	Blanchard	\$42,667.89	Highway				
Jeffrey	Bourque	\$ 2,033.50	Tree Warden				
Lawrence	Brandt	\$25,600.96	Building Commissioner				
Brian	Bullock	\$59,942.50	Interim Town Administrator				
Patricia	Burke	\$ 188.00	Election Worker				
Philip	Buso	\$ 500.00	Veteran's Agent				
Hans	Carlson	\$ 7,339.41	Police				
Brett	Carpenter	\$ 247.32	Prob. FF				
Troy	Casey	\$59,837.59	Fire Captain/ Medic				
Edward	Casey, Sr.	\$ 3,052.04	Cemetery Seasonal				
Katherine	Cassano	\$ 2,958.82	Cemetery Seasonal				
Matthew	Castriotta	\$ 1,224.90	Selectman				
Debra	Chamberlain	\$20,712.83	Police Clerk				
Scott	Chatigny	\$35,209.24	Police *				
Karen	Chick	\$35,414.70	Town Accountant				
Cody	Chick	\$ 1,183.99	Cemetery Seasonal				
Andrea	Colyer	\$ 138.00	Election Worker				
Anthony	Coppola	\$ 188.00	Conservation				
Ryan	Couture	\$67,828.60	Police*				
Richard	Cunningham	\$ 80.00	Registrar				
John	DeMalia	\$ 6,642.05	FF1/EMT				
Keith	Ditaranto	\$ 30.00	Seasonal Plow Driver				
James	Dixon	\$ 6,269.40	Lt./EMT 1				
Tina	Dixon	\$ 3,390.89	FFIII/EMT 1				
Brittaney	Doane	\$ 881.37	Prob. FF				
Hayden	Duggan	\$ 1,168.61	Board of Health				
James	Dunbar	\$17,373.30	Treasurer				
Donna	Erickson	\$ 7,328.77	Treasurer				
Robert	Fagundes	\$25,106.07	Police*				
William	Fernekees	\$14,763.00	MART Van Driver, Registrar				
Robert	Forte	\$67,480.28	Police Sgt.*				
Embert	Fox	\$43,448.48	Highway Foreman				
Lynn	Gauthier	\$68,585.70	Highway Superintendent				
Elaine	Gauthier	\$ 159.96	Cemetery Commissioner				

2012 TOWN OF HUBBARDSTON GROSS SALARIES						
Eric	Gemborys	\$ 188.00	Conservation			
Jeremy	Goscila	\$ 3,980.12	Prob. FF			
Joyce	Green	\$ 35,091.06	Town Clerk			
Campbell	Greim	\$ 979.41	Prob. FF			
Michael	Griffith	\$ 4,890.82	Highway			
Ann	Gushue	\$ 136.00	Election Worker			
James	Halkola	\$ 12,709.90	Police*			
Patricia	Hall	\$ 704.09	EMT			
Corey	Hallock	\$ 1,756.76	FF1/EMT			
Dennis	Hamel	\$ 10,847.33	FFIII/Medic			
Rhonda	Hamer	\$ 713.39	Library Assistant			
Robert	Hayes Jr.	\$ 68,476.48	Fire Chief			
Pamela	Henning	\$ 267.55	Election Worker			
James	Higgins	\$ 4,460.00	Seasonal Plow Driver			
Wendy	Howes	\$ 70.00	Election Worker			
Marcia	Howlett	\$ 1,195.78	Cemetery/Municipal Clerk, Registrar			
William	Jackson	\$ 1,067.03	Prob. FF			
Peter	Jefts	\$ 295.08	Recycling Asst.			
Bella	Kaldera	\$ 753.34	Recycling Supervisor			
Maureen	Kennedy	\$ 148.00	Election Worker			
David	Klinch	\$ 188.00	Conservation			
Peter	Laitinen	\$ 54.17	Medic			
Kim	Landry	\$ 820.00	Animal Inspector			
Caleb	Langer	\$ 55,127.65	Lt./Medic			
Justine	Lapierre	\$ 15,562.23	Assessor's Clerk			
Shonna	Larson	\$ 290.00	Election Worker			
Tomas	Larson	\$ 578.00	Board of Health			
Edward	Leonard	\$ 298.11	Moderator			
Kurt	Leslie	\$ 1,211.34	Assessor			
Edward	Linhart	\$ 251.56	FFII/EMT			
Nicholas	Malnati	\$ 47,475.71	Police*			
Edward	Mann	\$ 142.50	Seasonal Plow Driver			
Andrea	Mastrototo	\$ 7,193.39	Land Use Clerk			
Erin	McCarthy	\$ 689.58	Land Use Clerk			
Timothy	Miner	\$ 52,508.25	Police*			
Randy	Mizereck	\$ 578.00	Board of Health			
Thomas	Monfreda	\$ 5,660.00	Plumbing/Gas Inspector			
Stephen	Mossey	\$ 563.00	Conservation			
Ernest	Newcomb	\$ 42,447.62	Highway			
Bruce	Newcomb	\$ 133.70	Cemetery Seasonal			

2012 TOWN OF HUBBARDSTON GROSS SALARIES					
Ronald	Newton	\$ 72,160.21	Police Sgt.*		
Christopher	Norcross	\$ 1,011.19	Selectman		
Lucinda	Oates	\$ 10,138.89	Land Use Clerk		
Dennis	O'Donnell	\$ 11,262.33	Highway Clerk		
Patrick	O'Malley	\$ 6,806.52	Custodian		
Laurie	Pearson	\$ 1,340.82	Land Use Clerk		
Dennis	Perron	\$ 89,365.66	Police Chief		
Thomas	Perry	\$ 1,680.75	Police		
Elaine	Peterson	\$ 22,850.81	Town Secretary/Finance Clerk		
Mark	Phillips	\$ 300.00	FFII/EMT		
Thomas	Power	\$ 389.40	FFII/EMT		
John	Prentiss	\$ 1,211.34	Assessor		
Claudia	Provencal	\$ 5,122.89	COA Director		
Nancy	Rogan	\$ 52.00	Election Worker		
Martin	Scott	\$ 49,104.85	FF3/Medic		
Peter	Silva	\$ 221.52	Recycling Asst.		
Sean	Spain	\$ 830.40	Prob. FF		
Jeffrey	St. Hillaire	\$ 1,538.11	FF1/EMT		
Michael	Stauder	\$ 1,827.38	Selectman		
Amy	Stevens	\$ 80.00	Election Worker		
Kori	Stuart	\$ 805.13	Police Clerk		
Darrell	Sweeney	\$ 3,743.00	Wiring Inspector		
Eric	Tebbetts	\$ 19,225.10	Highway		
Laurent	Therrien	\$ 282.12	Conservation		
Christopher	Thibodeau	\$ 1,588.58	Police*		
Scott	Tibert	\$ 18,743.78	Police*		
Ellen	Torni	\$ 1,180.80	FF1/EMT		
Mark	Valis	\$ 46,628.51	Highway Mechanic		
Kathleen	Vincent	\$ 272.00	Election Worker		
Cynthia	W. Doane	\$ 30,197.77	Tax Collector		
Antonette	Walker	\$ 5,927.54	Library Assistant		
Corrina	Ward	\$ 41.97	Fire		
Joanne	Welch	\$ 40.00	Election Worker		
Brianna	Whitney	\$ 592.00	Town Clock Winder		
Carol	Whitney	\$ 242.00	Election Worker		
Adam	Wickstrom	\$ 1,632.45	FF1/EMT		
Lynn	Wilkinson	\$ 238.00	Election Worker		
William	Withycombe	\$ 1,110.00	Police*		
		* Includes Extra Duty			

Town of Hubbardston Contact Information

Board of Assessors

7 Main Street, Unit# 1
Hubbardston, MA 01452
978-928-1400 x 203
assessors@hubbardstonma.us

Board of Health/Conservation Commission/Recycling Center

7 Main St. Unit #2
Hubbardston, MA 01452
978-928-1400 x 212
health@hubbardstonma.us
concom@hubbardstonma.us

Board of Selectmen/Town Administrator

7 Main St. Unit# 3
Hubbardston, MA 01452
978-928-1400 x 201 (Town Secretary/BOS Office)
bos@hubbardstonma.us
978-928-1400 x 200 (Town Administrator)
admin@hubbardstonma.us

Council on Aging

7 Main Street, Unit #3
Hubbardston, MA 01452
978-928-1400 x 211 (COA Director)
coa@hubbardstonma.us
MART Van Scheduling: 978-928-1400 x 210

Emergency Management/CERT

7 Main St. Unit #4
Hubbardston, MA 01452
978-928-1400 x 230
emd@hubbardstonma.us

Fire Department

7 Main Street, Unit # 5
Hubbardston, MA 01452
978-928-4423
firechief@hubbardstonma.us

Highway Department

7 Main Street, Unit# 6
Hubbardston, MA 01452
978-928-1408
highway@hubbardstonma.us

Town of Hubbardston Contact Information

Building Department /Planning Board

7 Main Street, Unit #7
Hubbardston, MA 01452
978-928-1400 x 209
Building Dept. inspect@hubbardstonma.us
Planning Board plan@hubbardstonma.us

Jonas Clark Library

7 Main Street, Unit # 8
Hubbardston, MA 01452
978-928-4775
library@hubbardstonma.us

Police Department

7 Main Street, Unit #9
Hubbardston, MA 01452
978-928-1400 x 101 (Police Dept. Clerk)
pdclerk@hubbardstonma.us

Tax Collector

7 Main Street, Unit # 10
Hubbardston, MA 01452
978-928-1400 x 205
taxcoll@hubbardstonma.us

Town Accountant/ Treasurer

7 Main Street, Unit #11
Hubbardston, MA 01452
Accountant: 978-928-1400 x 206 tacct@hubbardstonma.us
Treasurer: 978-928-1400 x 207 treas@hubbardstonma.us

Town Clerk/Zoning Board of Appeals

7 Main Street, Unit #12
Hubbardston, MA 01452
978-928-1400 x 202
tclerk@hubbardstonma.us

Veterans Agent

Gardner City Hall
95 Pleasant Street, Room 13
Gardner, MA 01440
978-630-4017
pbuso@gardner-ma.gov

