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The "Mission Statement for the Town of Wilmington" is as follows:

"The Town of Wilmington, as a municipal corporation, exists in order to deliver a wide range of municipal services to those who live, work or own property within the borders of Wilmington; and in order to make this community a good place to live, to work, and to raise and educate a family, those services must be responsive to the needs of the people. They must be effective and efficient. Principles of honesty, fairness, dependability and compassion must govern the actions of the officials and the employees of the Town. Those who work for the Town as employees or as members of boards, committees and commissions are recognized as its most important resource and the key to its success in serving the people of Wilmington."

Endorsed by the Board of Selectmen May 22, 1989.



## *Town of Wilmington*

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Board of Selectmen  
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Wilmington, MA 01887-3597*

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Dear Fellow Resident:

The Board of Selectmen continues to be actively involved in dealing with critical issues affecting the well being of Town residents. Together with a strong professional management team, the Board's mission is to ensure the delivery of a wide range of municipal services that are responsive to the needs of those who live and work in our community. Calendar year 2011 brought with it a host of challenges to municipalities across the state not the least of which centered on finding ways to stabilize the local economy and to keep government affordable. Selectmen continue to espouse the principles of conservative budgeting and that has enabled townspeople to benefit in a variety of ways. There have been no proposition 2 1/2 operating overrides, no imposition of burdensome fees and no cutbacks in service. Selectmen are unanimous in their commitment to continue on the path of fiscal responsibility.

Residents continued to demonstrate their support for a new high school by their overwhelming support both at the polls and at the December 10<sup>th</sup> Special Town Meeting to authorize the construction of an \$81.5M 21<sup>st</sup> century learning facility. Selectmen were united in their support of this project. Given the Town's current strong financial condition, the availability of funds from the Massachusetts School Building Authority, the favorable construction bidding climate and the obvious need for a new high school facility, Town officials and residents alike galvanized behind the project. The Board commends those Town officials and residents who continue to facilitate the advancement of this important initiative and we especially acknowledge the hard work and dedication of the High School Building Committee.

The Board was involved with a number of important projects and initiatives in calendar year 2011. Selectmen are responsible for ensuring fair and appropriate employment agreements that are mindful of economic conditions. During the past year we successfully negotiated contracts with the unions representing Public Buildings personnel, fire fighters, patrolmen and police supervisors. The contracts are fair and do not impose an undue burden on the taxpayer either in the short or long term. The Board was also successful in negotiating a fair price for the purchase of land adjacent to the high school that was owned by the Baptist Church. Special Town Meeting attendees endorsed the acquisition of the parcel which enabled the expansion of the footprint for the new high school. At year's end Selectmen were finalizing plans to purchase the former Yentile Farm property on Cross Street. The Town has had a long interest in acquiring this 20 acre parcel for new fields and open space expansion. In the early 2000's the asking price was prohibitive however with the assistance of the Town Manager we are prepared to enter into a purchase and sale agreement that requires the Town to pay less than \$1.2M for the property. This price is approximately \$2.6M less than the price paid in 2003. We are hopeful that 2012 Town Meeting attendees will support this important proposal. Pursuant to Town Meeting vote, Selectmen authorized the sale of surplus Town property on Faneuil Drive, the proceeds of which will be deposited in the Town's Capital Stabilization Fund.

The Board of Selectmen spent several meetings working with the Board of Registrars, the Town Clerk and the Director of Engineering Services to update the Town's precinct maps. The Commonwealth approved the plan endorsed by Selectmen to revise the composition of the precincts in order to establish an equitable distribution of voters for each precinct. The end result is that certain voters will be required to vote in a different precinct and in some cases be required to change their polling location.

Selectmen remain committed to protecting the Town's natural resources. In October Selectman Newhouse testified on behalf of the Town in support of legislation to exempt the Town of Wilmington from liability for actions taken by private parties at the site of the Maple Meadow Landfill. The Town continues to monitor the site while reiterating its position that the site be properly closed without the delivery of additional soil. The Town continues to work in conjunction with the New England Region of the U. S. Environmental Protection Agency to find appropriate solutions for the remediation and cleanup of the Olin Superfund site. The Town filed a strenuous objection to New England Transrail's most recent filing in August with the U. S. Surface Transportation Board thereby renewing its opposition to a solid waste processing transportation facility at the Olin site.

The Town is pleased to report on the success of its Eurasian Milfoil treatment program that has been implemented at Silver Lake under the auspices of the Department of Public Works. In fact, due to the success of earlier treatments there was no need to apply milfoil control herbicides to Silver Lake during 2011. The Town's end of the year lake surveys indicate success in controlling this invasive species as there is a lack of visible milfoil in the lake. Selectmen endorsed a new roadway treatment program that reduces the Town's reliance on salt to treat roadways during storm events. The Town is urging the State Transportation Department to follow suit by establishing no or reduced salt zones on Interstate Route 93.

Despite the slow pace of the project, the Board continues to work with federal and state officials, private stakeholders and its counterparts in Tewksbury and Andover to facilitate the Route I-93 transportation and economic development project. In April Selectmen signed a Memorandum of Understanding (MOU) with the towns of Billerica and Tewksbury to share the design and permitting costs associated with the reconstruction of the Whipple Road Bridge. Funding will come from the Town's Chapter 90 Construction account. The execution of the MOU does not commit Town funds to the project's construction phase.

Town Meeting voted to accept that section of state law which enabled the Town to impose a local meals tax. The action of the Town is compatible with most of our neighboring communities and in just a few months has proven to be a valuable and reliable source of new revenue. Town Meeting also authorized the Town to seek approval for the enactment of special legislation which would amend the Town Charter by eliminating the residency requirement for the position of Town Manager. Governor Patrick signed the Act into law on August 26, 2011 thereby providing the Town with greater latitude when selecting a Town Manager.

For the second year in a row the Town of Wilmington was a recipient of the Bring Back the 4<sup>th</sup> Grant and the Fire Safety Grant, two national contests sponsored by Liberty Mutual. Residents rallied to put Wilmington on top guaranteeing the receipt of two more \$10,000 grants in 2011. The Town is the only community in the country to win all four contests. The effort put forth by residents on this project typifies the Wilmington community. Programs such as the library's community fair, the Relay for Life, the Chamber of Commerce and Women of Wilmington charitable road races and the newly established Farmers Market are all examples of the Town's partnership with and support of meaningful community events. Perhaps the most meaningful this past year however, was the Town's inspirational commemoration of the 10<sup>th</sup> anniversary of 9/11. This singular event captured the essence of our Town and will long be remembered as a poignant and meaningful moment in Wilmington's history.

The past year we sadly laid to rest an exemplary employee who worked as a police officer. Shawn Lee brought great pride to the uniform and he will be sorely missed. Shawn's work was typical of so many outstanding employees who the Board readily acknowledges, and extends its appreciation to, for their hard work. We thank all of our colleagues on the various boards and committees who volunteer their time on behalf of the community. We especially thank the residents who make Wilmington a special place in which to live. Finally, we acknowledge the work of the Town Manager Michael Caira, Assistant Town Manager Jeffrey Hull, Administrative Assistant and Secretary to the Board of Selectmen Beverly Dalton and the Manager's entire administrative team for their diligence and professionalism. Next year Selectmen will undertake the replacement of Wilmington's longest serving Town Manager, Michael Caira. We are indebted to him for his years of tireless and exemplary service. The residents may be assured that the Board will choose his successor focused, as always, on what is best for the Town.

Respectfully submitted,



Louis Cimaglia, IV, Chairman  
Board of Selectmen



*Board of Selectmen from left, Michael V. McCoy, Michael J. Newhouse,  
Louis Cimaglia, IV, Chairman, Judith L. O'Connell and Michael L. Champoux*



***Town of Wilmington***

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To The Honorable Board of Selectmen and Residents of Wilmington:

There is little doubt that the most significant and far reaching decision made by the Town of Wilmington occurred just prior to the end of the 2011 calendar year. By an unprecedented margin, voters overwhelmingly approved both the plans and the financing for the construction of a new Wilmington High School. More than 75% of the 5,016 residents who cast ballots in the December 6, 2011 Special Election voted in favor of a proposition 2 1/2 debt exclusion. The vote, 3,778 - 1,238, provides the Town with temporary additional taxing capacity enabling the Town to raise funds in excess of its levy limit.

The Town spoke with a near singular voice the following Saturday, December 10th, when nearly 98% of Special Town Meeting attendees (1,426-31) voted to appropriate \$81.5M to construct a new high school on the same grounds of the current site. The project is being financed jointly with the Massachusetts School Building Authority, the state agency that will provide the Town with \$38M in funding. The Town estimates that over the life of the 25 year bond that will be issued to finance the Town's share of the project, the average annual cost to the homeowner, based upon the average residential property value, will be approximately \$164.

The new high school will increase in size from 154,000 s.f. to just over 192,000 s.f. The high school is being designed to support 21st century learning with state-of-the-art mechanical and structural systems. The building will be fully air conditioned and heated by natural gas. It will meet the needs of present day educational programs and be designed to provide flexibility and functionality for future changes. The school will accommodate the growing use of technology, including wireless infrastructure, provide appropriate space for special education and student support services and offer flexible classrooms that are designed for large and small group instruction as well as quiet study and for interdisciplinary work. The building will include up-to-date science classrooms with modern laboratories to ensure high quality science education; expanded and improved visual arts, business and family consumer science classrooms; and a media production room for hosting multiple classes of students at one time for lectures, productions and distance learning opportunities.

Other features of the new school include:

- \* A large interior courtyard that will connect to classrooms, the library/media center and the cafeteria and will allow natural light into all classrooms as well as provide outdoor seating for the cafeteria in the nicer weather.
- \* A state-of-the-art auditorium with greater seating capacity and a larger stage to better accommodate student concerts and performing arts' productions.
- \* A modern gymnasium with an elevated track to support the wellness curriculum and winter sports teams.
- \* Enhanced locker, weight and fitness rooms.
- \* A new utility sports field, an improved track surface and a new artificial turf field for Alumni Stadium.

- \* New outside tennis and basketball courts.
- \* A sustainable designed building which will achieve energy efficiency and a LEED® Silver rating.
- \* Improved parking and student drop-off areas.

Construction on the new building is slated to begin in early fall of 2012. The facility is expected to be substantially complete in early summer of 2014 and ready for occupancy by students and staff for the beginning of school in August of 2014.

Congratulations to Chairman Joanne Benton and the members of the High School Building Committee, to the members of the numerous working groups, to school and town officials, to the professional design and project management team and especially to the residents, all of whom should justifiably take ownership of this most amazing collaborative effort. We are confident that the finished product will exceed expectations and become the 21<sup>st</sup> century learning facility that our students deserve.

The Town's policy of conservative budgeting has served the community well during what has been an extended period of economic uncertainty. The Town's strong financial condition enables Wilmington to meet everyday operational needs without reducing important services, imposing onerous fees or seeking proposition 2 1/2 operating budget overrides.

There are a number of positive local economic indicators that position the Town to meet its capital investment objectives while maintaining strong financial reserves. The Town's municipal bond rating was reconfirmed at AA+. After retiring its long-term debt in 2011, the Town issued \$4.5 million in new debt for capital projects and equipment at an interest rate of 2.76%. The Town has balanced its budgets since fiscal year 2008 without relying on free cash. The most recent certification of available funds in the Town's General Fund was calculated at just under \$9.5 million, the highest in its history, representing an increase of over \$2.8 million from the prior year's Department of Revenue certification.

Maintaining substantial financial reserves enables the Town to meet future obligations, particularly those that pertain to operational and maintenance costs associated with new or renovated school and municipal buildings, advances in technology, building and infrastructure improvements, capital equipment and for the acquisition of fields and open space. Pertinent to the latter example, the Board of Selectmen is in the process of negotiating the purchase of the former Yentile Farm property on Cross Street to expand the Town's inventory of field and open space. The purchase, if approved at Town Meeting, would be funded from the Town's reserve. There would be no request for new taxes nor would there be a need to rely on a borrowing authorization.

Voters at the 2011 Annual Town Meeting adopted the local meals tax option providing the Town with a reliable new source of revenue. Based on the initial four months of receipts, the Town anticipates generating an annual revenue stream of \$250,000.

While the national economy remains sluggish, the Massachusetts economy has shown recent signs of growth. In Wilmington, that also appears to be true as evidenced by the opening of restaurants and other retail and service related businesses in 2011. The housing market, although not flourishing, has also demonstrated signs of recovery. By the close of 2011, two major development projects have re-emerged after being in a "hold pattern". These include Target's plan to anchor a retail center on Ballardvale Street and the 108 unit apartment housing development at 10 Burlington Avenue whose sitework has finally begun. Also at year's end, the Town has learned of possible expansion plans for Analog Devices at their Woburn Street/Industrial Way campus. Analog Devices recently acquired a 13 acre site adjacent to their property that would enable them to consider expansion opportunities.



The delivery of quality municipal services requires an annual investment in the Town's infrastructure, facilities and equipment. In 2011, Town Meeting authorized the purchase of several replacement maintenance and construction vehicles for the Departments of Public Works and Public Buildings including a heavy duty catch basin cleaner truck. In March the Town took possession of a state-of-the-art ambulance and currently awaits the delivery of a rapid response vehicle. The Town replaced five frontline police cruisers to ensure its ability to quickly and safely respond to emergencies. In addition, the Town addressed several public safety needs through the acquisition of additional automated external defibrillators, a LUCAS chest compression system, new radios to assist in meeting federal mandates for narrow banding and digital compliance, a replacement

computer aided emergency dispatch system and a heavy duty extractor and dryer to ensure fire fighter safety and to comply with National Fire Protection Association standards. The Town also purchased replacement wheelchair accessible transport vans for both the School Department and the Department of Elderly Services.

In 2011 several important infrastructure projects both in the traditional sense and in terms of technological improvements took place. The Fire Department's project to replace the outdated wire line fire alarm system with a new wireless system nears completion. The new system will eliminate the need for ongoing maintenance of a wire based system and will generate approximately \$20,000 a year in new revenue. This past year saw the town-wide installation of a fully redundant fiber optic municipal area network serving School and Town sites that was principally funded by available School Department funds and supplemented by Water Receipts and Town operating budgets. The network has strengthened the Town's ability to communicate and transmit data electronically and enhances the School Department's ability to offer a wider range of technology applications for its students and staff.

The Town undertook a number of other significant infrastructure improvement projects in 2011. They included:

- \* The completion of Phase I of the Lawrence Street Sidewalk Project wherein approximately 1,960 linear feet of new bituminous sidewalks are being constructed.
- \* The resurfacing and reconstruction of approximately 4.5 miles of roadways throughout the Town.
- \* The replacement of culverts on Shady Lane Drive and West Street.
- \* The completion of the Brown's Crossing Wellfield Replacement Project.
- \* The replacement of a 1,500 foot section of water main on Eames Street.

Improving the quality of fields and recreation space continues to be a Town priority. In the fall of 2011, the Town opened a reconstructed soccer field behind the former Whitefield School that includes a newly installed field irrigation system. Repairs to the skate ramps at the Justin A. O'Neil Memorial Skate Park and a comprehensive safety check of the entire park was performed by trained skate park maintenance technicians. During the fall the tennis and basketball courts at the Boutwell Early Childhood Center were resurfaced and new chain link fence was installed around the perimeter of the courts at both the Boutwell and Woburn Street Schools.

Improving municipal facilities in order to extend their useful life continues to be a priority for the Town. Among the improvements to School and Town buildings in 2011 were the following:

- \* Installation of new roofs on the 4<sup>th</sup> of July Building; Public Buildings Headquarters; Department of Public Works garage and office area; Sargent Water Treatment Plant and on a section of the Wildwood Early Childhood Center.

- \* Replacement of exterior windows and doors with energy efficient systems at the Shawsheen Elementary School. This project was funded with a 50% matching grant from the Massachusetts School Building Authority through its Green Repair program.
- \* Replacement of the roof and signage on the overhang at the front entrance of the Shawsheen Elementary School.
- \* Installation of radio controlled fire alarm master boxes in municipal and school buildings to replace the old hardwired system.
- \* Upgrade of security systems at the Shawsheen and Woburn Street Schools.

Voters at the 2011 Annual Town Meeting appropriated funds to install new life safety fire alarm systems at the Woburn Street and North Intermediate Schools. Both projects have been designed and put out to bid and are expected to be completed in the spring of 2012.

In 2011, the Department of Public Works concluded an extremely busy year dealing with the difficult weather that included snowfall totaling over 100 inches, wind and flooding damage from Tropical Storm Irene and severe tree damage from the late October snowstorm. The Town implemented its multi-year Stormwater Management Plan; updated its precinct maps; adopted by-laws to govern the regulation of pawn brokers and junk dealers; established a curfew for activity on Town parks and playgrounds; and approved a change to the Town Charter eliminating the residency requirement for the Town Manager.

The Wilmington Police Department underwent a rigorous assessment process to become the 35<sup>th</sup> municipal force to earn state accreditation from the Massachusetts Police Accreditation Commission. Also in 2011, the Police Department was awarded first place in the Gold category in the 2011 Massachusetts Law Enforcement Challenge. The good work of every Town department is summarized in the Town's Annual Report. These reports best detail the activities, accomplishments and mission of each component of Town government and include commentary on the Town's diverse and ever-expanding program offerings.

Wilmington reveres its unique traditions such as The Horribles Parade, the Easter Egg Hunt or the perfect 4<sup>th</sup> of July celebration. Volunteers comprise the backbone of a myriad of special Wilmington events both old and new. The Sarah Carter Lecture Fund series held its 101<sup>st</sup> annual program in October, the Wilmington Arts Council conducted its 31<sup>st</sup> annual art show in June and the Buzzell Senior Center celebrated its 25<sup>th</sup> anniversary in April. On the newer end of the spectrum but certain to blossom into long-standing community traditions, the Wilmington Relay for Life held its third successful event in June, the Wilmington Library conducted its 2<sup>nd</sup> annual community fair in September and the Wilmington Farmers Market opened its inaugural season on the Swain Green in July.

The partnership between Town government and the community at large is exemplified by the amount and diversity of shared endeavors and accomplishments. Perhaps no better example of Wilmington's unique community spirit was its solemn yet uplifting commemoration of the 10<sup>th</sup> anniversary of 9/11. In partnership with the Wilmington Council of Churches, several hundred townspeople gathered at St. Thomas Church and later at the Town Common to remember the tragic events of that day and to reflect on the goodness of America. They gathered to keep alive the memories of those who lost their lives and to comfort those innocent victims who were left with an unspeakable void in their own life. They gathered as well to honor the heroes among us whose bravery and selfless acts of courage shone brightly during America's darkest hour and reminded us of the words of Winston Churchill who said, "Courage is rightly esteemed the first of human qualities...because it is the quality that guarantees all others".

We are profoundly grateful to the many individuals who volunteer their time and expertise in local government services. The wheels of government would grind to a halt if it were not for the willingness of so many Wilmington residents to serve their government by participating on vital boards and committees. We especially acknowledge those who concluded such service this past year including Thomas Siracusa of the Conservation Commission, Joseph Langone of the Permanent Building Committee, Carol Hulburt of the Elderly Services Commission and Stephen Berghaus who served as a member of the Cemetery Commission. We also mourn the passing of H. Elizabeth White who dedicated so much of her time to ensuring the perpetuation of the Carter Lecture Fund series. She is also remembered for her promotion of the Arts through her longtime membership on the Wilmington Arts Council.

Several municipal employees retired this past year including the Town's longest serving employee, Susan MacDonald. Susan began her career in the library as a page and retired as Children's Librarian after 41 years of service. Carolyn Kenney and Phyllis Vieira, familiar to most everyone who visited Town Hall, retired after 38 and 36 years of service respectively. Carolyn worked in a variety of Town departments including the Town Manager's office and the Town Accountant's office and finished her career as the long-time Assistant Town Clerk. Phyllis also concluded her career in the Town Clerk's office after having spent many years in the Assessor's office. Two veteran patrolmen retired from the Police Department in 2011. Frank Hancock started with the Police Department in 1982 and retired in January. Jon Shepard retired following more than 27 years on the force. Four members of the Public Buildings staff retired in 2011 including custodians William Falter, Mario Mazzeo and Joseph Vieira as well as maintenance technician Gordon Holden. John Lambert, a mechanic in the Department of Public Works, retired after 22 years of service as did Ray Parker who worked the same amount of years in the DPW Highway and Cemetery Divisions. Finally, we bade a fond farewell to the Town's highly skilled Public Health Nurse Judy Baggs, RN. Although Judy was only with the Town for five years, she had a tremendous impact on the Town's provision of community health services.

It is always difficult to lose a valued employee and such was the case this past December when Police Officer Shawn Lee was laid to rest. Officer Lee served his community with distinction during his ten years on the Wilmington Police Department. His fight to survive inspired all of us and will serve as a reminder of his love of family and his dedication to duty.

Change is inevitable. Those were the first three words that I wrote in the 1990 Annual Report, my initial report as Wilmington Town Manager. Although as I write this report a firm date has yet to be established, it is my intention to conclude my tenure as Town Manager in 2012. I will do so knowing that I have been afforded the singular privilege of serving in my own community, a community whose citizens I admire and respect. I feel fortunate to have worked along so many dedicated employees, responsible officials and energetic volunteers all committed to making our town the best that it can be. I am profoundly grateful for having had the opportunity to serve the Town of Wilmington and I look forward to continuing to work for the betterment of this extraordinary community.



*Town Manager addresses community at 9/11 10<sup>th</sup> Anniversary Commemoration*

Respectfully submitted,

Michael A. Caira  
Town Manager

# ADMINISTRATION & FINANCE

## Town Clerk

The Town Clerk serves as Public Information Officer, Chief Election Officer and Local Registrar of Vital Records and Statistics. The Clerk is charged with the responsibility of ensuring that the appropriate process, with notification and procedure, is adhered to in the making of legislative policy and of managing public access to this information. This office is often the first door of government accessed by individuals seeking information and the resolution of problems. It is with a sense of pride and accomplishment that we submit this annual report with the hope that we have served our citizens well.

The following information and vital statistics were recorded during 2011:

Births	207
Marriage Intentions	97
Marriages	95
Deaths	300
Deaths - Out of State	0
Burial Permits	194
Veterans Buried in Wildwood Cemetery	44

### Flammable Permits and Registrations:

Flammable permits are issued by the Board of Selectmen through the Town Clerk's office. Notice is sent to the owner or occupant of land where the storage is located on or about April 1st for renewal by April 30th of each year. Failure to register on time, or to comply with the Board's regulations, may result in revocation of the permit after a public hearing. Fifty-one permits were issued during the year.

### Permits & Recordings:

Uniform Commercial Code Terminations	0
Business Certificates and Withdrawals	174
Federal Lien Recordings	0
Federal Lien Releases	0
Fish and Wildlife Licenses	267
Pole & Conduit Locations	4
Dog Licenses	2,290
Raffle and Bazaar Permits	4



*Deer heads back into the woods behind  
Town Hall*

The Town Clerk also serves as Clerk to the Board of Registrars.

In this capacity she has met with the Board of Registrars on a regular monthly meeting day, kept the minutes up to date and supervised all elections and the annual town census by mail.

The Town Clerk's office also maintains current voting lists and registers voters during regular office hours. She also meets with the Board for special evening sessions to register voters and to certify nomination papers for candidates.

### Town Meetings & Elections 2011

Annual Town Election	April 23, 2011
Annual Town Meeting	April 30, 2011
Special Town Election	December 6, 2011
Special Town Meeting	December 10, 2011

# Board of Registrars

In accordance with Section 1, Chapter 3 of the town By-laws, meetings of the Board of Registrars were held as needed for the registration of voters and to conduct business. Under Chapter 616 of the Acts of 1958, these meetings were open to the public and press, and were so posted in the Town Hall. The Board also met many times for certification of signatures on nomination papers and assisted at all elections and town meetings.

The Board held registration sessions as mandated by Massachusetts General Laws, Chapter 51, Sections 26, 28, 31 and 32 and supervised the conduct of elections, mandated by Chapter 54, Section 64 and Chapter 53, Sections 43 and 63, all in accordance with the Town Charter and By-laws of the Inhabitants of the Town of Wilmington Revised.

The calendar year 2011 had a total of 15,473 registered voters from our listed 22,443 inhabitants.

The Board of Registrars wants to thank the many households that returned their town census forms in 2011.

# Town Counsel

1. Advice & Legal Documents. Advisory opinions were rendered to various town officials and boards relating to a wide variety of issues and subjects. Frequent and on-going attention was given to reviewing and/or drafting By-laws, easements, public document requests, compliance with the State Ethics Act and Open Meeting Law, various town rules and regulations, warrants for Town Meetings and other legal documents.
2. Contracting & Procurement. During the period of our involvement with the town, we reviewed contracts, agreements, procurement documents and Massachusetts School Building Authority (MSBA) documentation.
3. Projects. We assisted the town in connection with the Olin property contamination issue, new high school project, various real estate projects, betterment agreements, easement issues and controversies related to the impact of the operations of Krochmal Farm.
4. Labor. Our labor specialists provided advice to the town on various personnel issues and collective bargaining disputes.
5. Administrative Agency Proceedings. We assisted the town in various proceedings before various administrative agencies including the Appellate Tax Board, State Labor Relations Commission and State Joint Labor Management Committee.
6. Miscellaneous. We provided advice to the Board of Selectmen, the Town Manager and various other public officials regarding a variety of matters. These issues included permitting and licensing issues, conflicts of interest, open meeting law and procedure, land use and zoning, procurement and competitive bid procedures and the enforcement of laws and regulations.



*Senator and Mrs. Brown greet folks at  
4<sup>th</sup> of July festivities*

7. Litigation, Adversary Proceedings & Claims.

As of December 31, 2011, there were a total of 55 lawsuits, adversary proceedings and claims pending of which we have been informed:

4 lawsuits involving the Board of Appeals:

- Charles Sullivan v. Bruce MacDonald, et al, Land Court, Misc. No. 179451.
- Max Johnson v. Bruce MacDonald, et al, Land Court, Misc. No. 179448.
- Scott Garrant, James Diorio, Kevin Brander, Michael Sorrentino and Ann Yurek as they are members of the Wilmington Planning Board v. Charles E. Boyle, John R. Forest, Dan Wandell, Jr. as they are members of the Wilmington Board of Appeals and Mark Nelson, individually, Land Court Misc. No. 267499.
- Tresca Brothers Sand & Gravel, Inc. and Lehigh Northeast Cement Co. v. Town of Wilmington Board of Appeals, Middlesex Superior Court Civil Action Nos. 2011-CV-3909, 2011-CV-3910, 2011-CV-3911.

4 lawsuits involving the Planning Board:

- Robert Troy v. Wilmington Planning Board, Land Court, Misc. No. 274810.
- Mark D. Nelson v. The Town of Wilmington, the Board of Appeals, the Planning Board, Daniel W. Paret, as the former Building Inspector of the Town of Wilmington, John Spaulding as the current Building Inspector of the Town of Wilmington, Carole Hamilton, Director of Planning and Conservation, the Town Manager and the Town Water & Sewer Commission, Land Court 08 MISC 383336.
- Feeney v. Wilmington Planning Board, Middlesex Superior Court, Civil Action No. 2008-03923.
- Mark D. Nelson v. Town of Wilmington Board of Selectmen, Planning Board, Lynn Duncan, Donald Onusseit and Anthony Pronski, Land Court, Misc. No. 284416.

2 proceedings involving the Board of Selectmen:

- New England Transrail, LLC Petition for Exemption, Surface Transportation Board, Docket No. 34797.
- Frederick V. Shine (Defendant and Third Party Plaintiff) v. Town of Wilmington (Third Party Defendant), Middlesex Superior Court, Civil Action No. 2007-00677.

2 lawsuits involving the Police Department:

- Carter v. Wilmington, Massachusetts Commission Against Discrimination, No. 06BPD01306 (Police Department).
- Robert F. Murphy, III v. Wilmington, Massachusetts Commission Against Discrimination.

1 proceeding involving the Public Buildings Department:

- Holden v. Town of Wilmington, DIA No. 890508.

1 proceeding involving the Water and Sewer Commission:

- Wilmington v. Department of Environmental Protection, DEP Docket No. 2008-047.

2 proceedings involving the Department of Veterans' Services:

- Town of Wilmington (Robert Palazzi) v. Department of Veterans' Services, No. VS-10-757.
- Robert Palazzi v. Department of Veterans' Services, Town of Wilmington, Division of Administrative Law Appeals, Docket No. VS-11-413.

2 proceedings involving the Conservation Commission:

- App Tree, Inc. and Robert Riley, Jr. (27 Gunderson Road).
- Wilmington v. App Tree, Inc., Middlesex Superior Court, Civil Action No. 11-2940.

3 lawsuits involving the Board of Assessors:

- Kaiser Realty Trust v. Board of Assessors of the Town of Wilmington, Appellate Tax Board Docket No. F310035.
- Mark D. Nelson, Power of Attorney for George Nelson v. Board of Assessors of the Town of Wilmington, Appellate Tax Board Docket No. F310076.
- Ann & John Krochmal c/o John Cave v. Board of Assessors of the Town of Wilmington, Appellate Tax Board Docket No. F305526.

1 lawsuit involving the Department of Public Works:

- Johnson v. Moakley et al. and Town of Wilmington, Middlesex Superior Court, C.A. No. 07-02271-B.

1 lawsuit involving the Board of Public Health:

- Krochmal Farm LLC v. Wilmington Board of Health, Middlesex Superior Court, C.A. No. 08-04810-L2.

5 lawsuits involving the Fire Department:

- Town of Wilmington and Wilmington Fire Fighters, Local 1370, AAA No. 11 390 02112 10.
- Christopher G. Pozzi v. Town of Wilmington, Civil Service Case No. G2-11-299.
- Christopher G. Pozzi v. Town of Wilmington, AAA Case No. 11 390 01876 11.
- Christopher G. Pozzi v. Town of Wilmington, MUP-11-1281.
- Walter Daley v. Town of Wilmington, Civil Service Case No. G2-11-344.

27 claims which are not yet lawsuits:

- Massachusetts Department of Environmental Protection v. Town of Wilmington (Maple Meadow Landfill).
- Town of Wilmington v. Olin Chemical Corporation.
- Witmore v. Town of Wilmington (DPW).
- Liberty Mutual as subrogee for Tentmakers Moving LLC v. Wilmington (DPW).
- Kiesinger v. Wilmington (DPW).
- Galante v. Wilmington (DPW).
- Gillis v. Wilmington (DPW).
- Duffy v. Town of Wilmington (DPW).
- Emrich v. Town of Wilmington (DPW).



- David Boutiette v. Town of Wilmington (DPW).
- O'Neil v. Town of Wilmington (DPW).
- Hermann v. Town of Wilmington (DPW).
- Lemos v. Town of Wilmington (School).
- Pupa v. Town of Wilmington (DPW).
- Martiniello v. Town of Wilmington (DPW).
- Plummer v. Town of Wilmington (Conservation Commission).
- Gore v. Town of Wilmington (DPW).
- Coates v. Town of Wilmington (Police Department).
- Jordan v. Wilmington (Schools).
- Reposa v. Wilmington (Schools).
- Mescall/Arbella Insurance v. Town of Wilmington (DPW).
- Lucio v. Town of Wilmington (DPW).
- Murphy v. Town of Wilmington (DPW).
- Ventre v. Town of Wilmington (DPW).
- Conrad v. Town of Wilmington (DPW).
- Hawley v. Town of Wilmington (DPW).
- Fire Fighter Jason M. Kennedy v. the Town of Wilmington (Fire Department).

Each of the above efforts required the participation of numerous town officials and private citizen volunteers - all working together towards a better Wilmington.

Thanks to the Board of Selectmen, Town Manager, and all other town officials and citizens for their cooperation and assistance towards another successful year.



*Chairman Cimaglia accepts certificate of recognition on behalf of the Town of Wilmington from First Sergeant Paulette Newcomb, United States Marine Corps, Toys for Tots Program*



# Board of Assessors

## RECAPITULATION – 2011 FISCAL YEAR

Total Appropriation		\$78,203,225.00
Mass. Bay Transportation Authority	443,835.00	
Air Pollution Districts	6,717.00	
Metropolitan Area Planning Council	6,527.00	
Mosquito Control Project	46,962.00	
Tuition Assessment	131,140.00	
Overlay of Current Year	700,000.47	
Cherry Sheet Offsets	37,752.00	
Final Court Judgments	0.00	
RMV Surcharge	10,420.00	
Miscellaneous	2,065.00	
		<u>1,385,418.47</u>
		\$79,588,643.47
 <u>Less Estimated Receipts and Available Funds</u>		
2011 Estimated Receipts from Local Aid	\$14,812,647.00	
Motor Vehicle and Trailer Excise	2,700,123.00	
Penalties and Interest on Taxes	330,000.00	
Payments in Lieu of Taxes	650,000.00	
Charges for Services - Sewer	2,255,834.00	
Other Charges for Services	380,000.00	
Fees	40,000.00	
Rentals	60,000.00	
Departmental Revenue - Library	10,000.00	
Departmental Revenue - Cemetery	80,000.00	
Other Department Revenue	20,000.00	
Licenses and Permits	400,000.00	
Special Assessments	0.00	
Fines and Forfeits	120,000.00	
Investment Income	80,000.00	
Voted from Available Funds	759,495.00	
Miscellaneous Recurring	303,000.00	<u>\$23,001,099.00</u>
 <u>Real Estate</u>		
Residential	\$2,617,278,752.00 @ 11.88 p/t	31,093,271.57
Commercial	\$ 144,596,020.00 @ 28.10 p/t	4,063,148.16
Industrial	\$ 680,325,328.00 @ 28.10 p/t	19,117,141.72
Personal Property	\$ 82,348,150.00 @ 28.10 p/t	<u>2,313,983.02</u>
		\$56,587,544.47

# TREASURER/COLLECTOR

## Commitments

2012 Preliminary Real Estate	\$27,711,327.28
2011 Real Estate	54,275,679.46
2012 Preliminary Personal Property	1,184,699.34
2011 Personal Property	2,313,983.31
2011 Excise	3,110,749.28
2010 Excise	22,317.16
Ambulance	1,788,302.96
Apportioned Sewer Betterments	46,828.78
Interest	17,844.70
Sewer Liens	78,498.16
Water Liens	227,983.52
Electric Liens	25,980.43
Apportioned Title 5 Betterments	33,302.75
Interest	<u>11,561.17</u>
Total	\$90,849,058.30

## Collections

Real Estate	\$54,670,845.30
Personal Property	2,565,837.13
Excise	3,056,900.64
Sewer Betterments	62,339.80
Title 5 Betterments	44,863.92
Water Liens	226,426.24
Sewer Liens	75,263.62
Electric Liens	20,663.73
Excise Interest & Charges	93,811.96
Ambulance	509,677.00
Lien Certificates	24,275.00
Betterment Certificates	76.00
Miscellaneous	78.56
Water Collections	4,038,577.64
Sewer Collections	2,457,435.56
Real Estate Interest & Charges	217,077.61
Personal Property Interest & Charges	42,686.46
Tax Titles	389,567.90
Tax Title Interest	<u>69,118.12</u>
Total	\$68,565,522.19

TOWN OF WILMINGTON, MASSACHUSETTS  
GENERAL PURPOSE FINANCIAL STATEMENTS  
AND REPORT OF THE TOWN ACCOUNTANT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2011

Members of the Board of Selectmen  
and Town Manager  
Town Hall  
Wilmington, Massachusetts 01887

The Annual General Purpose Financial Statements of the town of Wilmington for the fiscal year ended June 30, 2011 are hereby submitted. This report was prepared by the Office of the Town Accountant. Responsibility for accuracy of the data and the completeness and fairness of the presentation, including all disclosures, rests with the town.

To the best of our knowledge and belief, the enclosed data are accurate in all material respects and are reported in a manner designed to present fairly the financial position and results of operations of the various funds and account groups of the government.

Respectfully submitted,



Michael Morris  
Town Accountant

TOWN OF WILMINGTON, MASSACHUSETTS  
COMPREHENSIVE ANNUAL FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2011

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TOWN OF WILMINGTON, MASSACHUSETTS  
 COMBINED BALANCE SHEET - ALL FUND GROUPS  
 ALL FUND TYPES AND ACCOUNT GROUPS  
 FOR THE YEAR ENDED JUNE 30, 2011

Assets	General	Special Revenue	Capital Projects	Trust & Agency	Long-Term Debt	Total (Memorandum Only)
Cash	15,267,797.35	8,878,106.26	1,259,391.71	3,305,011.70		28,710,307.02
Receivables:						
General Property Taxes	1,695,676.20					1,695,676.20
Less: Prov for Abates & Exemptions	(2,083,452.46)					(2,083,452.46)
Tax Liens	918,570.97					918,570.97
Tax Foreclosures	645,091.88					645,091.88
Motor Vehicle Excise	620,608.03					620,608.03
Departmental	117,620.54					117,620.54
Betterments	677,845.72					677,845.72
User Charges	125,714.36	341,286.48				467,000.84
Due from Other Gov'ts		298,997.62	26,359.00			325,356.62
Amounts to be provided for:						
Retirement of Long Term Debt					6,138,435.00	6,138,435.00
 Total Assets	 17,985,472.59	 9,518,390.36	 1,285,750.71	 3,305,011.70	 6,138,435.00	 38,233,060.36
 Liabilities & Fund Balance						
Liabilities:						
Warrants Payable	1,220,539.95	135,264.92	3,781.60	195,971.91		1,555,558.38
Deferred Revenue:						
General Property Taxes	1,695,676.20					1,695,676.20
Other Accounts Receivable	3,105,451.50	640,284.10	26,359.00			3,772,094.60
Notes Payable					6,138,435.00	6,138,435.00
Payroll Withholdings Payable	110,168.17					110,168.17
Incurred Costs						
 Total Liabilities	 6,131,835.82	 775,549.02	 30,140.60	 195,971.91	 6,138,435.00	 13,271,932.35
 Fund Balance:						
Res. For Encumbrances	1,993,825.96	1,578,378.54	1,195,993.59			4,768,198.09
Res. For Special Purpose		5,283,377.16		2,742,446.60		8,025,823.76
Res. For Special Purpose MTBE		951,175.64				951,175.64
Res. For Subsequent Years		929,910.00				929,910.00
Res. For Performance Bonds				366,593.19		366,593.19
Unreserved-Undesignated	9,859,810.81		59,616.52			9,919,427.33
 Total Fund Balance	 11,853,636.77	 8,742,841.34	 1,255,610.11	 3,109,039.79	 0.00	 24,961,128.01
 Total Liabilities & Fund Balance	 17,985,472.59	 9,518,390.36	 1,285,750.71	 3,305,011.70	 6,138,435.00	 38,233,060.36

TOWN OF WILMINGTON, MASSACHUSETTS  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2011

1. Definition of Reporting Entity

The Town of Wilmington is incorporated as a municipality in the Commonwealth of Massachusetts. It is governed by an elected Board of Selectmen and an open Town Meeting. The Board of Selectmen appoint a Town Manager who in accordance with Chapter 592 of 1950, serves as chief fiscal and administrative officer of the town. Other town officials are appointed by the Board of Selectmen and the Town Manager. Generally Accepted Accounting Principles (GAAP) requires that the accompanying general purpose financial statements present the Town of Wilmington (the primary government) and its component units. Component units are included in the Town's reporting entity if their operational and financial relationships with the Town are significant. Pursuant to this criteria, the following entities have been excluded from the accompanying general purpose financial statements:

Wilmington Housing Authority - provides housing for the elderly as well as subsidizing low income housing units.

Middlesex Regional Retirement System - provides county government and various services for member communities.

Shawsheen Valley Regional Vocational Technical High School District - provides education services for member communities.

Massachusetts Water Resources Authority - provides sewage disposal services and supplements the water supply.

2. Summary of Significant Accounting Policies

The accounting policies for financial reporting purposes of the town of Wilmington conform to generally accepted accounting principles for local governmental units except as indicated in Note 3. The following is a summary of the significant accounting policies:

A. Fund Accounting

The town reports its financial activities in several funds and one account group in order to comply with the limitations and restrictions placed on both the resources made available to the town and the services provided. The various funds are grouped in the financial statements in this report into five generic fund types as follows:

Governmental Funds

General Fund - The general fund is the general operating fund of the town. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Fund - Special revenue funds are used to account for the proceeds of specific revenue resources (other than expendable trust or major capital projects) that are legally restricted to expenditures for specific purposes.

Capital Projects Fund - Capital project funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities or equipment.

## Fiduciary Funds

Trust and Agency Funds - Trust and agency funds are used to account for assets held by the town in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. These include expendable trust, non-expendable trust and agency funds. Non-expendable trust funds are accounted for in a manner that permits the periodic measurements of revenues earned, expenses incurred and/or net income in order to demonstrate maintenance of capital. Expendable trust funds are accounted for in essentially the same manner as governmental funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

## ACCOUNT GROUP

Long-term Debt and Liabilities - Long-term liabilities expected to be financed from governmental funds are accumulated in the general long-term debt group of accounts. This account group is not a fund. It is only concerned with the measurement of financial position and, therefore, is not involved with a measurement of the results from any operations.

### B. Basis of Accounting

The accompanying financial statements have been prepared principally on the modified accrual basis of accounting. This method recognizes revenues when they become measurable and available. Expenses are recognized under this method as they are incurred.

Revenue - Property tax revenues are recognized when they become available. Available means then due or past due and receivable within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period.

All other revenues are recognized throughout the year when cash is received.

In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, moneys must be expended on the specific purpose or project before any amounts will be paid to the town. Therefore, revenues are recognized based upon the expenditures recorded. In the other, moneys are virtually unrestricted as to purpose of expenditure and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria is met.

Expenses - Expenditures are recorded during the year on a cash disbursement basis. In addition, as required by Massachusetts General Laws, disbursements made during the fifteen days immediately following the close of each fiscal year and which pertain to the prior year are recorded as warrants payable and expenses as of June 30th.

Purchase orders and other contractual obligations outstanding at June 30th related to annual operating expenses are recorded as encumbrances and, accordingly, as a reservation of fund balances at that date.

Deferred Revenue - Property taxes and other revenue that is measurable but not available has been classified as deferred revenue on June 30th.

Encumbrances - Encumbrance accounting under which purchase orders, contracts and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation, is employed in governmental funds. Open encumbrances at year-end are reported as reservations of fund balances. Encumbrances do not constitute expenditures or liabilities.

Inventory - Inventory items (materials and supplies) are recorded as expenditures when purchased (purchase method).

General Fixed Assets - General fixed assets are recorded as expenditures in applicable governmental funds. The town does not capitalize the cost of general fixed assets in a general fixed asset account group, which is consistent with the practice of municipalities in the Commonwealth of Massachusetts.

C. Total Columns

Total columns on the combined statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Such data is not comparable to a consolidation since interfund eliminations have not been made.

D. Retirement System

The Town contributes to the Middlesex Regional Retirement System, a single employer plan, established under Chapter 32 of the General Laws of the Commonwealth of Massachusetts. Substantially all full-time and some part-time employees of the town except teachers and certain administrative personnel employed by the School Department participate in the system. Benefits paid under the plan, referred to as retirement allowance, include both an annuity portion, funded principally from amounts contributed by the participants, and a pension portion funded by the town.

The participants contribute a certain percentage of their compensation annually, determined by their date of employment. The Town's employer contribution as determined by the County's actuarial valuation is determined by normal cost plus the amortization of the original unfunded actuarial liability.

Teachers and certain administrative employees of the School Department participate in a contributory retirement plan administered by the Massachusetts Teachers Retirement Board. Contributions to this plan are made entirely by the Commonwealth of Massachusetts, and therefore, the town does not contribute to the plan.

3. Departures from Generally Accepted Accounting Principles

For years prior to 1985, the town presented its financial statements on the basis of accounting practices prescribed by the Commonwealth of Massachusetts, Department of Revenue. These practices differed in many significant respects from G.A.A.P.

During 1981, the Commonwealth of Massachusetts issued a revised uniform municipal accounting system entitled Uniform Municipal Accounting System. The departures from G.A.A.P. under this revised system have been significantly narrowed. The town has adopted a modified Uniform Municipal Accounting System for its financial statements.



The significant departures from Generally Accepted Accounting Principals included in the town of Wilmington's financial statements are:

- A. Retirement benefits are provided for in accordance with Chapter 32 of the Laws of the Commonwealth of Massachusetts (see note 1D).
  - B. General fixed asset acquisitions are recorded as expenditures at the time purchases is made rather than being capitalized in a general fixed asset group of accounts.
  - C. Purchases for materials and supplies inventories are recorded as expenditures rather than assets at time of purchase.
4. Budgetary Accounting  
 An annual budget is legally adopted for the General Fund. All financial orders are initiated or recommended at Town meetings. Expenditures are limited to the line items as voted at the Town meetings. Department heads may not transfer, without approval, appropriation balances from one expenditure account to another within their department or budget. These along with transfers or unencumbered appropriation balances between departments or agencies must be approved at Town Meetings.
5. Long-term Debt  
 State law permits the town to authorize indebtedness up to a limit of 5% of its equalized valuation. Debt issued in accordance with this state law is designated as being inside the debt limit. In addition, however, a town may authorize debt in excess of that limit for specific purposes. Such debt when issued is designated as being outside the debt limit. The following summarized the annual debt service requirements as of June 30, 2011.

General Obligation Bonds

	Principal	Interest	Total
Outstanding June 30, 2010	\$ 3,512,080	\$ 173,613	\$ 3,685,693
Retirements	\$ 3,512,080	\$ 173,613	\$ 3,685,693
Additions	<u>\$ 4,540,000</u>	<u>\$ 1,413,635</u>	<u>\$ 5,953,635</u>
Outstanding June 30, 2011	\$ 4,540,000	\$ 1,413,635	\$ 5,953,635



*Wilmington Rotary Club President James Cobb presents check to Library Director Christina Stewart with Rotary member John Doherty and Board of Selectmen Chairman Louis Cimaglia. The donation is to benefit technology infrastructure improvements at the library.*

**TOWN OF WILMINGTON, MASSACHUSETTS  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
 IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES  
 AND EXPENDABLE TRUST FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2011**

	General	Special Revenue	Capital Projects	Fiduciary Fund Types Expendable Trust	Total (Memorandum Only)
<b>REVENUES:</b>					
General Property Taxes	55,780,899.84				55,780,899.84
Tax Liens	389,297.51	227,058.03			616,355.54
Special Assessments	71,875.05	47,651.16			119,526.21
Excise	2,968,034.91				2,968,034.91
Penalties	469,715.03				469,715.03
Licenses and Permits	526,183.07			45,612.10	571,795.17
Intergovernmental	14,804,336.18	4,080,747.00		863.42	18,885,946.60
Charges for Services	2,751,537.00	7,457,548.42		435,560.20	10,644,645.62
Fines	130,326.80				130,326.80
Fees	35,385.80				35,385.80
Interest Earnings	135,662.55	9,091.32		39,227.74	183,981.61
Appropriation Reimbursements	0.00		15,684.00	602,756.13	618,440.13
Gifts	0.00	247,804.98		3,189,899.31	3,437,704.29
Bond Premiums	291,655.67				291,655.67
Other	1,463,786.10	57,290.17	104,798.00	938,270.30	2,564,144.57
Total Revenues	<u>79,818,695.51</u>	<u>12,127,191.08</u>	<u>120,482.00</u>	<u>5,252,189.20</u>	<u>97,318,557.79</u>
<b>EXPENDITURES:</b>					
General Government	1,729,132.21	32,216.46		3,346,468.22	5,107,816.89
Public Safety	7,826,478.53	149,039.89	931,277.21	331,515.84	9,238,311.47
Human Services	1,176,816.21	139,984.73		18,100.58	1,334,901.52
Public Works	5,658,832.09	3,021,703.98	354,668.68	35,600.00	9,070,804.75
Community Development	677,585.35	23,892.03			701,477.38
Building Maintenance	4,162,200.43	6,355.67		78,251.92	4,246,808.02
Education	33,538,404.36	4,934,698.79	341,505.23	446,368.27	39,260,976.65
Recreation	117,902.70	832,786.83			950,689.53
Veterans' Services	351,790.13				351,790.13
Debt and Interest	3,773,467.75				3,773,467.75
Unclassified	1,272,133.84	17,805.78			1,289,939.62
Health Incurred Costs	0.00			9,426,607.96	9,426,607.96
Statutory Charges	6,619,122.00				6,619,122.00
Capital Outlay	1,115,101.77	1,405,984.56			2,521,086.33
Bond Anticipation Notes	0.00	100,000.00	1,250,000.00		1,350,000.00
Warrant Articles	23,842.00				23,842.00
Total Expenditures	<u>68,042,809.37</u>	<u>10,664,468.72</u>	<u>2,877,451.12</u>	<u>13,682,912.79</u>	<u>95,267,642.00</u>
Excess (deficiency) of Revenues over Expenditures	<u>11,775,886.14</u>	<u>1,462,722.36</u>	<u>(2,756,969.12)</u>	<u>(8,430,723.59)</u>	<u>2,050,915.79</u>
<b>OTHER FINANCIAL SOURCES (USES)</b>					
Proceeds of General Obligation Bonds		1,600,000.00	2,940,000.00		4,540,000.00
Operating Transfers In	929,831.04	87,661.18	579,712.00	8,850,000.00	10,447,204.22
Operating Transfers Out	(9,517,373.18)	(929,831.04)			(10,447,204.22)
State and County Charges					
Total Other Financing Sources (Uses)	<u>(8,587,542.14)</u>	<u>757,830.14</u>	<u>3,519,712.00</u>	<u>8,850,000.00</u>	<u>4,540,000.00</u>
Excess/Deficiency of Revenues and Other Financing Sources over Expenditures and Other Uses	<u>3,188,344.00</u>	<u>2,220,552.50</u>	<u>762,742.88</u>	<u>419,276.41</u>	<u>6,590,915.79</u>
Fund Balance July 1, 2010	<u>9,017,041.79</u>	<u>6,522,288.84</u>	<u>492,867.23</u>	<u>2,689,763.38</u>	<u>18,721,961.24</u>
Increase in Provision for Abatements and Exemptions	(351,749.02)				(351,749.02)
Fund Balance June 30, 2011	11,853,636.77	8,742,841.34	1,255,610.11	3,109,039.79	24,961,128.01

TOWN OF WILMINGTON, MASSACHUSETTS  
 COMBINED BALANCE SHEET - SPECIAL REVENUE ACCOUNTS  
 FOR THE YEAR ENDED JUNE 30, 2011

Assets	Grants	Gifts	Reserved for Appropriation	Revolving	Water	Total (Memorandum Only)
Cash	917,240.79	327,997.91	457,519.78	2,405,811.21	4,769,536.57	8,878,106.26
Receivables:						
General Property Taxes						
Less: Prov for Abates & Exemptions						
Tax Liens						
Tax Foreclosures						
Motor Vehicle Excise						
Departmental Betterments						
User Charges					341,286.48	341,286.48
Due from Other Gov'ts	298,997.62					298,997.62
Amounts to be provided for:						
Retirement of Long Term Debt						
 Total Assets	 1,216,238.41	 327,997.91	 457,519.78	 2,405,811.21	 5,110,823.05	 9,518,390.36
 Liabilities & Fund Balance						
Liabilities:						
Warrants Payable	19,777.68			55,434.84	60,052.40	135,264.92
Deferred Revenue:						
General Property Taxes						
Other Accounts Receivable	298,997.62				341,286.48	640,284.10
Notes Payable						
Payroll Withholdings Payable						
Incurred Costs						
 Total Liabilities	 318,775.30	 0.00	 0.00	 55,434.84	 401,338.88	 775,549.02
Fund Balance:						
Res. For Encumbrances					1,578,378.54	1,578,378.54
Res. For Special Purpose	897,463.11	327,997.91	437,519.78	2,350,376.37	1,270,019.99	5,283,377.16
Res. For Special Purpose MTBE					951,175.64	951,175.64
Res. For Subsequent Years			20,000.00		909,910.00	929,910.00
Res. For Performance Bonds						
Unreserved-Undesignated						
 Total Fund Balance	 897,463.11	 327,997.91	 457,519.78	 2,350,376.37	 4,709,484.17	 8,742,841.34
 Total Liabilities & Fund Balance	 1,216,238.41	 327,997.91	 457,519.78	 2,405,811.21	 5,110,823.05	 9,518,390.36

TOWN OF WILMINGTON, MASSACHUSETTS  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
 IN FUND BALANCES - SPECIAL REVENUE FUND  
 FOR THE YEAR ENDED JUNE 30, 2011

	Grants	Gifts	Reserved for Appropriation	Revolving Funds	Water	Total
<b>REVENUES:</b>						
General Property Taxes						0.00
Tax Liens					227,058.03	227,058.03
Special Assessments				47,651.16		47,651.16
Excise						0.00
Penalties						0.00
Licenses and Permits						0.00
Intergovernmental	3,861,780.82			218,966.18		4,080,747.00
Charges for Services				3,381,092.31	4,076,456.11	7,457,548.42
Fines						0.00
Fees						0.00
Interest Earnings	428.84	317.96	8,009.09		335.43	9,091.32
Appropriation Reimbursements						0.00
Gifts		123,307.97		124,497.01		247,804.98
Bond Proceeds						0.00
Other	4,115.00		31,649.00	14,699.80	6,826.37	57,290.17
Total Revenues	<u>3,866,324.66</u>	<u>123,625.93</u>	<u>39,658.09</u>	<u>3,786,906.46</u>	<u>4,310,675.94</u>	<u>12,127,191.08</u>
<b>EXPENDITURES:</b>						
General Government	8,998.06	3,143.75		20,074.65		32,216.46
Public Safety	133,620.54	15,419.35				149,039.89
Human Services	89,989.63	11,197.61		38,797.49		139,984.73
Public Works	368,384.92	5,182.76	300.00	7,268.01	2,640,568.29	3,021,703.98
Community Development	23,892.03					23,892.03
Building Maintenance		6,355.67				6,355.67
Education	2,426,559.57			2,508,139.22		4,934,698.79
Recreation				832,786.83		832,786.83
Veterans' Services						0.00
Debt and Interest						0.00
Unclassified	17,805.78					17,805.78
Incurred Costs						0.00
Statutory Charges						0.00
Capital Outlay					1,405,984.56	1,405,984.56
BANs					100,000.00	100,000.00
Warrant Articles						0.00
Total Expenditures	<u>3,069,250.53</u>	<u>41,299.14</u>	<u>300.00</u>	<u>3,407,066.20</u>	<u>4,146,552.85</u>	<u>10,664,468.72</u>
Excess (deficiency) of Revenues over Expenditures	<u>797,074.13</u>	<u>82,326.79</u>	<u>39,358.09</u>	<u>379,840.26</u>	<u>164,123.09</u>	<u>1,462,722.36</u>
<b>OTHER FINANCIAL SOURCES (USES)</b>						
Proceeds of General Obligation Bonds					1,600,000.00	1,600,000.00
Operating Transfers In					87,661.18	87,661.18
Operating Transfers Out	(170,336.04)		(25,000.00)		(734,495.00)	(929,831.04)
State and County Charges						
Total Other Financing Sources (Uses)	<u>(170,336.04)</u>	<u>0.00</u>	<u>(25,000.00)</u>	<u>0.00</u>	<u>953,166.18</u>	<u>757,830.14</u>
Excess/Deficiency of Revenues and Other Financing Sources over Expenditures and Other Uses	<u>626,738.09</u>	<u>82,326.79</u>	<u>14,358.09</u>	<u>379,840.26</u>	<u>1,117,289.27</u>	<u>2,220,552.50</u>
Fund Balance July 1, 2010	<u>270,725.02</u>	<u>245,671.12</u>	<u>443,161.69</u>	<u>1,970,536.11</u>	<u>3,592,194.90</u>	<u>6,522,288.84</u>
Increase in Provision for Abatements and Exemptions						
Fund Balance June 30, 2011	897,463.11	327,997.91	457,519.78	2,350,376.37	4,709,484.17	8,742,841.34

TOWN OF WILMINGTON, MASSACHUSETTS  
SCHEDULE OF GENERAL FUND APPROPRIATIONS AND EXPENDITURES  
FOR THE FISCAL YEAR END JUNE 30, 2011

FUNCTION/ACTIVITY		C. FWD TO FY 11 FROM FY 10	TRANSFER & APPROPRIATION FISCAL 2011	EXPENDITURES FISCAL 2011	C.FWD TO 12 FROM FY 11	CLOSE FISCAL 2011
<b>GENERAL GOVERNMENT:</b>						
Selectmen	Stipend	0.00	4,500.00	4,500.00	0.00	0.00
Selectmen	Expenses	0.00	14,700.00	13,890.47	0.00	809.53
Selectmen	Furnish. & Equip.	0.00	0.00	0.00	0.00	0.00
		0.00	19,200.00	18,390.47	0.00	809.53
Elections	Salaries	0.00	27,190.00	20,900.82	0.00	6,289.18
Elections	Constable	0.00	175.00	175.00	0.00	0.00
Elections	Expenses	0.00	9,085.00	7,449.75	0.00	1,635.25
		0.00	36,450.00	28,525.57	0.00	7,924.43
Registrars	Salaries	0.00	1,875.00	1,875.00	0.00	0.00
Registrars	Expenses	0.00	6,350.00	6,350.00	0.00	0.00
		0.00	8,225.00	8,225.00	0.00	0.00
Finance Committee	Salaries	0.00	1,330.00	754.11	0.00	575.89
Finance Committee	Expenses	0.00	8,500.00	7,948.74	0.00	551.26
		0.00	9,830.00	8,702.85	0.00	1,127.15
Town Manager	Sal-Town Manager	0.00	140,538.58	140,538.58	0.00	0.00
Town Manager	Salaries-Other	0.00	257,163.50	253,568.34	0.00	3,595.16
Town Manager	Expenses	0.00	72,300.00	46,502.45	1,500.00	24,297.55
Town Manager	Furnish. & Equip.	0.00	800.00	800.00	0.00	0.00
		0.00	470,802.08	441,409.37	1,500.00	27,892.71
Town Accountant	Sal-Town Accountant	0.00	101,436.60	101,436.60	0.00	0.00
Town Accountant	Salaries-Other	0.00	228,126.46	228,126.46	0.00	0.00
Town Accountant	Expenses	7,000.00	2,560.00	2,339.31	7,000.00	220.69
		7,000.00	332,123.06	331,902.37	7,000.00	220.69
Treasurer/Collector	Sal-Treasurer/Collector	0.00	79,167.94	79,167.94	0.00	0.00
Treasurer/Collector	Salaries-Other	0.00	124,443.00	121,736.43	0.00	2,706.57
Treasurer/Collector	Expenses	0.00	20,387.00	18,015.55	0.00	2,371.45
Treasurer/Collector	Furnish. & Equip.	0.00	1,000.00	849.00	0.00	151.00
Treasurer/Collector	Amt. Cert. Coll. Tax Title	4,105.40	10,000.00	12,939.00	1,166.40	0.00
		4,105.40	234,997.94	232,707.92	1,166.40	5,229.02
Town Clerk	Sal-Town Clerk	0.00	70,564.94	70,564.94	0.00	0.00
Town Clerk	Salaries-Other	0.00	129,731.59	129,731.59	0.00	0.00
Town Clerk	Expenses	0.00	2,900.00	2,573.06	0.00	326.94
		0.00	203,196.53	202,869.59	0.00	326.94
Assessors	Sal-Principal Assessor	0.00	98,719.59	98,719.59	0.00	0.00
Assessors	Salaries-Other	0.00	89,270.63	89,270.63	0.00	0.00
Assessors	Expenses	36,284.97	94,450.00	53,277.76	47,493.66	29,963.55
Assessors	Furnish. & Equip.	0.00	0.00	0.00	0.00	0.00
		36,284.97	282,440.22	241,267.98	47,493.66	29,963.55
Town Counsel	Contractual Services	0.00	212,500.00	212,500.00	0.00	0.00
Town Counsel	Expenses	0.00	7,500.00	2,631.09	0.00	4,868.91
		0.00	220,000.00	215,131.09	0.00	4,868.91
Permanent Bld Committee	Salaries	0.00	450.00	0.00	0.00	450.00
Permanent Bld Committee	Expenses	0.00	0.00	0.00	0.00	0.00
		0.00	450.00	0.00	0.00	450.00
General Government Subtotal		47,390.37	1,817,714.83	1,729,132.21	57,160.06	78,812.93
<b>PUBLIC SAFETY:</b>						
Police	Sal.-Chief	0.00	109,551.09	109,551.09	0.00	0.00
Police	Sal.-Deputy Chief	0.00	96,438.46	96,438.46	0.00	0.00
Police	Sal.-Lieutenants	0.00	306,295.66	306,295.66	0.00	0.00
Police	Sal.-Sergeants	0.00	389,262.44	389,262.44	0.00	0.00
Police	Sal.-Patrolmen	0.00	1,902,765.03	1,866,118.79	36,646.24	0.00
Police	Sal.-Clerical	0.00	82,281.40	82,281.40	0.00	0.00
Police	Sal.-Fill In Costs	0.00	455,000.00	446,234.49	8,765.51	0.00
Police	Sal.-Paid Holidays	0.00	92,682.00	77,946.97	0.00	14,735.03
Police	Sal.-Specialist	0.00	12,350.00	11,925.00	0.00	425.00
Police	Sal.-Incentive	0.00	292,225.50	292,225.50	0.00	0.00
Police	Sal.-Night Diff	0.00	43,992.00	40,662.00	0.00	3,330.00
Police	Sick Leave Buyback	0.00	32,418.00	29,246.38	0.00	3,171.62
Police	Expenses	4,543.96	235,625.00	210,220.60	7,323.46	22,624.90
Police	Furnish & Equip.	0.00	6,000.00	6,000.00	0.00	0.00
		4,543.96	4,056,886.58	3,964,408.78	52,735.21	44,286.55

TOWN OF WILMINGTON, MASSACHUSETTS  
SCHEDULE OF GENERAL FUND APPROPRIATIONS AND EXPENDITURES  
FOR THE FISCAL YEAR END JUNE 30, 2011

FUNCTION/ACTIVITY		C. FWD TO FY 11 FROM FY 10	TRANSFER & APPROPRIATION FISCAL 2011	EXPENDITURES FISCAL 2011	C.FWD TO 12 FROM FY 11	CLOSE FISCAL 2011
Fire	Sal.-Chief	0.00	112,916.24	112,916.24	0.00	0.00
Fire	Sal.-Deputy Chief	0.00	83,819.67	83,819.67	0.00	0.00
Fire	Sal.-Lieutenant	0.00	436,069.87	436,069.87	0.00	0.00
Fire	Sal.-Privates	0.00	1,808,102.91	1,808,102.91	0.00	0.00
Fire	Sal.-Clerk	0.00	50,571.81	50,571.81	0.00	0.00
Fire	Sal.-Part Time	0.00	18,200.00	15,386.00	0.00	2,814.00
Fire	Sal.-Overtime Costs	0.00	503,334.15	503,334.15	0.00	0.00
Fire	Sal.-Paid Holidays	0.00	127,416.18	127,416.18	0.00	0.00
Fire	Sal.-Incentive/EMT	0.00	9,450.00	9,450.00	0.00	0.00
Fire	Sal.-Fire Alarm	0.00	0.00	0.00	0.00	0.00
Fire	Sick Leave Buyback	0.00	27,833.00	26,805.14	0.00	1,027.86
Fire	Expenses	669.64	121,325.00	117,249.40	30.99	4,714.25
Fire	Furnish & Equip.	0.00	14,750.00	14,750.00	0.00	0.00
		669.64	3,313,788.83	3,305,871.37	30.99	8,556.11
Public Safety Central Disp.	Salaries Full Time	0.00	439,686.25	439,686.25	0.00	0.00
Public Safety Central Disp.	Salaries Overtime	0.00	48,000.00	48,000.00	0.00	0.00
Public Safety Central Disp.	Salary Adjustments	0.00	0.00	0.00	0.00	0.00
Public Safety Central Disp.	Expenses	12,424.67	18,750.00	27,663.53	561.75	2,949.39
Public Safety Central Disp.	Furnish & Equip.	0.00	0.00	0.00	0.00	0.00
		12,424.67	506,436.25	515,349.78	561.75	2,949.39
Animal Control	Salaries	0.00	38,523.60	38,523.60	0.00	0.00
Animal Control	Expenses	0.00	2,325.00	2,325.00	0.00	0.00
		0.00	40,848.60	40,848.60	0.00	0.00
Public Safety Subtotal		17,638.27	7,917,960.26	7,826,478.53	53,327.95	55,792.05
<b>PUBLIC WORKS:</b>						
Engineering	Salaries	0.00	219,195.20	219,195.20	0.00	0.00
Engineering	Salaries Part Time	0.00	11,952.00	11,337.20	0.00	614.80
Engineering	Expenses	0.00	14,500.00	13,110.71	0.00	1,389.29
		0.00	245,647.20	243,643.11	0.00	2,004.09
Highway Division	Sal-DPW Superintendent	0.00	103,682.25	103,682.25	0.00	0.00
Highway Division	Salaries-Other	0.00	1,228,725.72	1,228,725.72	0.00	0.00
Highway Division	Stream Maint. Sal.	0.00	11,520.00	9,260.29	0.00	2,259.71
Highway Division	Stream Maint. Exp.	0.00	1,000.00	816.08	0.00	183.92
Highway Division	Expenses	0.00	329,990.00	329,463.51	0.00	526.49
Highway Division	Road Machinery Exp.	0.00	80,000.00	79,448.29	0.00	551.71
Highway Division	Fuel & Other	0.00	321,660.00	315,875.29	0.00	5,784.71
Highway Division	Drainage Projects	0.00	55,000.00	53,466.89	0.00	1,533.11
Highway Division	Public Street Lights	0.00	235,000.00	232,606.18	0.00	2,393.82
Highway Division	Furnish & Equipment	0.00	49,500.00	47,555.00	0.00	1,945.00
		0.00	2,416,077.97	2,400,899.50	0.00	15,178.47
Snow & Ice Control	Salaries	0.00	213,345.88	213,345.88	0.00	0.00
Snow & Ice Control	Expenses	0.00	504,230.00	504,185.67	0.00	44.33
		0.00	717,575.88	717,531.55	0.00	44.33
Highway Division	Rubbish Collection	161,577.36	1,347,603.00	1,467,665.55	41,514.81	(0.00)
		161,577.36	1,347,603.00	1,467,665.55	41,514.81	(0.00)
Tree Division	Salaries	0.00	179,518.00	164,373.68	0.00	15,144.32
Tree Division	Expenses	0.00	11,500.00	10,475.82	0.00	1,024.18
		0.00	191,018.00	174,849.50	0.00	16,168.50
Parks & Grounds Division	Salaries	0.00	285,658.86	281,260.94	0.00	4,397.92
Parks & Grounds Division	Expenses	0.00	126,870.00	126,870.00	0.00	0.00
		0.00	412,528.86	408,130.94	0.00	4,397.92
Cemetery Division	Salaries	0.00	123,957.73	123,957.73	0.00	0.00
Cemetery Division	Expenses	0.00	17,750.00	16,625.50	0.00	1,124.50
		0.00	141,707.73	140,583.23	0.00	1,124.50
Sewer	Salaries	0.00	40,638.00	34,348.81	0.00	6,289.19
Sewer	Expenses	47,637.81	58,720.00	71,179.90	27,384.03	7,793.88
Sewer Subtotal		47,637.81	99,358.00	105,528.71	27,384.03	14,083.07
Total Public Works		209,215.17	5,571,516.64	5,658,832.09	68,898.84	53,000.88

TOWN OF WILMINGTON, MASSACHUSETTS  
SCHEDULE OF GENERAL FUND APPROPRIATIONS AND EXPENDITURES  
FOR THE FISCAL YEAR END JUNE 30, 2011

FUNCTION/ACTIVITY		C. FWD TO FY 11	TRANSFER & APPROPRIATION	EXPENDITURES	C.FWD TO 12	CLOSE
COMMUNITY DEVELOPMENT:		FROM FY 10	FISCAL 2011	FISCAL 2011	FROM FY 11	FISCAL 2011
Board of Health	Sal-Director	0.00	69,501.66	69,501.66	0.00	0.00
Board of Health	Salaries-Other	625.00	114,686.00	83,922.38	0.00	30,763.62
Board of Health	Expenses	0.00	9,975.00	6,446.53	0.00	3,528.47
Board of Health	Mental Health	0.00	35,000.00	35,000.00	0.00	0.00
Board of Health	Furnish. & Equip.	0.00	0.00	0.00	0.00	0.00
		625.00	229,162.66	194,870.57	0.00	34,292.09
Sealer/Weights & Measures	Inspectional Services	0.00	5,000.00	5,000.00	0.00	0.00
		0.00	5,000.00	5,000.00	0.00	0.00
Planning/ Conservation	Sal-Director	0.00	80,027.78	80,027.78	0.00	0.00
Planning/ Conservation	Salaries-Other	0.00	217,043.00	215,318.82	0.00	1,724.18
Planning/ Conservation	Expenses	0.00	10,175.00	5,571.87	0.00	4,603.13
Planning/Conservation	Furnish. & Equip.	0.00	500.00	139.98	0.00	360.02
		0.00	307,745.78	301,058.45	0.00	6,687.33
Building Inspector	Sal-Bldg Inspector	0.00	71,896.11	71,896.11	0.00	0.00
Building Inspector	Salaries-Other	0.00	105,846.23	102,002.79	0.00	3,843.44
Building Inspector	Expenses	0.00	4,250.00	2,757.43	0.00	1,492.57
Building Inspector	Furnish. & Equip.	0.00	0.00	0.00	0.00	0.00
		0.00	181,992.34	176,656.33	0.00	5,336.01
Community Development Subtotal		625.00	723,900.78	677,585.35	0.00	46,315.43
PUBLIC BUILDINGS:						
Public Buildings	Sal-Superintendent	0.00	86,740.72	86,740.72	0.00	0.00
Public Buildings	Salaries-Other	0.00	2,298,614.63	2,245,780.82	52,833.81	0.00
Public Buildings	Expenses-Town Buildings	22,658.43	190,000.00	197,666.57	14,991.86	(0.00)
Public Buildings	Electric-Town Buildings.	0.00	200,000.00	173,163.11	0.00	26,836.89
Public Buildings	Utilities-Town Buildings.	0.00	110,000.00	98,546.04	0.00	11,453.96
Public Buildings	Expenses School Buildings	0.00	220,000.00	214,453.17	169.56	5,377.27
Public Buildings	Training & Conference	0.00	400.00	388.65	0.00	11.35
Public Buildings	Fuel Heating	0.00	1,083,000.00	1,052,679.69	0.00	30,320.31
Public Buildings	Asbestos Repair	0.00	6,000.00	6,000.00	0.00	0.00
Public Buildings	Roof Repairs	0.00	40,000.00	15,267.25	24,732.75	0.00
Public Buildings	HVAC Repairs	0.00	75,000.00	71,514.41	0.00	3,485.59
		22,658.43	4,309,755.35	4,162,200.43	92,727.98	77,485.37
Public Buildings Subtotal		22,658.43	4,309,755.35	4,162,200.43	92,727.98	77,485.37
HUMAN SERVICES:						
Veterans' Services	Salary	0.00	54,876.30	54,876.30	0.00	0.00
Veterans' Services	Expenses	0.00	1,500.00	1,308.87	0.00	191.13
Veterans' Services	Assistance	1,000.00	306,000.00	295,604.96	11,395.04	(0.00)
		1,000.00	362,376.30	351,790.13	11,395.04	191.13
Library	Salary-Director	0.00	82,680.63	82,680.63	0.00	0.00
Library	Salaries-Other	0.00	708,761.99	708,761.99	0.00	0.00
Library	Expenses	0.00	145,639.00	145,630.20	0.00	8.80
Library	M.V.L.C.	0.00	33,239.00	33,239.00	0.00	0.00
Library	Furnish & Equip.	0.00	8,704.00	8,704.00	0.00	0.00
		0.00	979,024.62	979,015.82	0.00	8.80
Recreation	Salary-Director	0.00	67,185.06	67,185.06	0.00	0.00
Recreation	Salaries-Other	0.00	46,024.74	46,024.74	0.00	0.00
Recreation	Expenses	265.00	4,500.00	4,692.90	0.00	72.10
		265.00	117,709.80	117,902.70	0.00	72.10
Elderly Services	Salary-Director	0.00	65,336.13	65,336.13	0.00	0.00
Elderly Services	Salaries-Other	0.00	80,231.00	72,746.30	0.00	7,484.70
Elderly Services	Expenses	0.00	39,200.00	34,211.36	0.00	4,988.64
		0.00	184,767.13	172,293.79	0.00	12,473.34
Historical Comm.	Salaries	0.00	21,018.00	18,796.23	0.00	2,221.77
Historical Comm.	Expenses	1,700.00	6,750.00	6,710.37	1,648.50	91.13
		1,700.00	27,768.00	25,506.60	1,648.50	2,312.90
Human Services Subtotal		2,965.00	1,671,645.85	1,646,509.04	13,043.54	15,058.27
EDUCATION:						
School Dept.	Salaries	590,906.44	23,630,695.00	23,275,184.90	879,586.04	66,830.50
School Dept.	Expenses	0.00	7,069,305.00	7,136,135.50	0.00	(66,830.50)
		590,906.44	30,700,000.00	30,411,320.40	879,586.04	0.00
Regional Vocational	Shawsheen Vocational	0.00	3,127,587.00	3,127,083.96	0.00	503.04
		0.00	3,127,587.00	3,127,083.96	0.00	503.04
Education Subtotal		590,906.44	33,827,587.00	33,538,404.36	879,586.04	503.04

TOWN OF WILMINGTON, MASSACHUSETTS  
 SCHEDULE OF GENERAL FUND APPROPRIATIONS AND EXPENDITURES  
 FOR THE FISCAL YEAR END JUNE 30, 2011

FUNCTION/ACTIVITY	C. FWD TO FY 11 FROM FY 10	TRANSFER & APPROPRIATION FISCAL 2011	EXPENDITURES FISCAL 2011	C.FWD TO 12 FROM FY 11	CLOSE FISCAL 2011
<b>DEBT SERVICE:</b>					
Debt & Interest	0.00	2,665,950.00	2,665,950.00	0.00	0.00
Debt & Interest	0.00	894,913.00	894,913.00	0.00	0.00
Debt & Interest	0.00	171,030.00	171,030.00	0.00	0.00
Debt & Interest	45,000.00	15,000.00	41,574.75	0.00	18,425.25
	<u>45,000.00</u>	<u>3,746,893.00</u>	<u>3,773,467.75</u>	<u>0.00</u>	<u>18,425.25</u>
Debt & Interest Subtotal	45,000.00	3,746,893.00	3,773,467.75	0.00	18,425.25
Insurance & Bonds	0.00	612,500.00	485,796.01	0.00	126,703.99
Employee Health & Life Insurance	0.00	0.00	0.00	0.00	0.00
Veterans' Retirement	0.00	3,008.00	2,168.08	0.00	839.92
Employ. Retire. Unused Sick Leave	0.00	30,000.00	29,339.83	0.00	660.17
Medicare Employers' Contr.	0.00	530,654.00	518,469.62	0.00	12,184.38
Salary Adj. & Add. Costs	233,419.57	56,757.29	14,753.29	275,423.57	0.00
Local Trans/Training Conf.	0.00	5,000.00	2,713.90	0.00	2,286.10
Out of State Travel	0.00	1,500.00	0.00	0.00	1,500.00
Computer Hdwe/Sftwe Maint. & Expenses	66,928.41	90,000.00	57,324.20	99,604.21	0.00
Annual Audit	0.00	30,000.00	30,000.00	0.00	0.00
Ambulance Billing	0.00	25,000.00	25,000.00	0.00	0.00
Town Report	0.00	10,000.00	7,980.40	0.00	2,019.60
Professional & Technical Services	173,182.61	100,000.00	98,588.51	174,594.10	0.00
Reserve Fund	0.00	100,000.00	0.00	0.00	100,000.00
Unclassified Subtotal	<u>473,530.59</u>	<u>1,594,419.29</u>	<u>1,272,133.84</u>	<u>549,621.88</u>	<u>246,194.16</u>
Current Year Overlay	0.00	700,000.00	0.00	0.00	700,000.00
Retirement Contributions	0.00	3,995,690.00	3,995,690.00	0.00	0.00
Offset Items	0.00	40,000.00	0.00	0.00	40,000.00
Special Education	0.00	4,271.00	830.00	0.00	3,441.00
Mass Bay Trans Auth.	0.00	441,569.00	441,569.00	0.00	0.00
MAPC (Ch. 688 of 1963)	0.00	6,537.00	6,527.00	0.00	10.00
RMV Non-Renewal Surcharge	0.00	10,420.00	7,860.00	0.00	2,560.00
Metro Air Poll. Cont. Dist.	0.00	6,728.00	6,717.00	0.00	11.00
Mosquito Control Program	0.00	48,435.00	46,962.00	0.00	1,473.00
M.W.R.A. Sewer Assessment	0.00	2,289,622.00	1,963,446.00	0.00	326,176.00
Charter Schools	0.00	75,741.00	74,862.00	0.00	879.00
School Choice	0.00	21,000.00	25,500.00	0.00	(4,500.00)
Essex County Tech Institute	0.00	47,694.00	49,159.00	0.00	(1,465.00)
Statutory Charges Subtotal	<u>0.00</u>	<u>7,687,707.00</u>	<u>6,619,122.00</u>	<u>0.00</u>	<u>1,068,585.00</u>
Unclassified	0.00	6,000.00	6,000.00	0.00	0.00
Unclassified	0.00	1,500.00	750.00	0.00	750.00
Unclassified	6,780.00	0.00	1,730.00	0.00	5,050.00
Unclassified	13,649.90	0.00	0.00	13,649.90	0.00
Unclassified	6,444.00	15,360.00	15,362.00	2,246.94	4,195.06
Unclassified	<u>58,717.23</u>	<u>0.00</u>	<u>0.00</u>	<u>58,717.23</u>	<u>0.00</u>
Warrant Articles Subtotal	85,591.13	22,860.00	23,842.00	74,614.07	9,995.06
Police	0.00	115,760.00	115,608.50	0.00	151.50
Fire	191,009.00	0.00	191,009.00	0.00	0.00
Fire	6,871.42	0.00	1,437.00	0.00	5,434.42
Fire	0.00	44,000.00	43,842.32	0.00	157.68
Fire	0.00	36,700.00	36,700.00	0.00	0.00
Public Works	0.00	30,100.00	29,890.00	0.00	210.00
Public Works	0.00	110,500.00	110,500.00	0.00	0.00
Public Works	30,051.41	0.00	0.00	30,051.41	0.00
Public Buildings	0.00	53,000.00	51,450.00	0.00	1,550.00
Public Buildings	0.00	241,000.00	96,135.85	144,864.15	0.00
Public Buildings	0.00	46,600.00	45,555.00	0.00	1,045.00
Public Buildings	29,930.04	0.00	0.00	29,930.04	0.00
School	58,112.55	0.00	58,112.55	0.00	0.00
School	48,112.55	0.00	148,112.55	0.00	0.00
School	<u>235,400.00</u>	<u>0.00</u>	<u>186,749.00</u>	<u>0.00</u>	<u>48,651.00</u>
Capital Outlay Subtotal	<u>699,486.97</u>	<u>677,660.00</u>	<u>1,115,101.77</u>	<u>204,845.60</u>	<u>57,199.60</u>
<b>GRAND TOTAL</b>	<b>2,195,007.37</b>	<b>69,569,620.00</b>	<b>68,042,809.37</b>	<b>1,993,825.96</b>	<b>1,727,367.04</b>



TOWN OF WILMINGTON, MASSACHUSETTS  
WATER DEPARTMENT  
ANALYSIS OF CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2011

	Actual Fiscal 2009	Actual Fiscal 2010	Actual Fiscal 2011	Capital Projects 2011	Total 2011
Revenues:					
Water Receivables Rates	3,050,637.87	3,116,631.25	3,638,134.79	0.00	3,638,134.79
Water Receivables Services	20,178.88	7,524.93	11,853.01	0.00	11,853.01
Water Receivables Industrial	20,323.62	13,284.16	50.00	0.00	50.00
Water Receivables Connections	81,750.91	31,189.50	38,168.75	0.00	38,168.75
Water Receivables Fire Protection	321,705.07	333,274.12	338,468.06	0.00	338,468.06
Water Receivables Cross Connections	29,427.59	30,084.25	45,731.50	0.00	45,731.50
Water Liens	195,799.39	163,216.12	227,058.03	0.00	227,058.03
Miscellaneous	56,096.68	5,898.22	11,211.80	0.00	11,211.80
Reimbursements	<u>858,712.12</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Revenue	4,634,632.13	3,701,102.55	4,310,675.94	0.00	4,310,675.94
Operating Costs	<u>3,404,454.77</u>	<u>3,123,195.57</u>	<u>2,929,483.04</u>	<u>1,117,069.81</u>	<u>4,046,552.85</u>
Total Operating Costs	3,404,454.77	3,123,195.57	2,929,483.04	1,117,069.81	4,046,552.85
Excess Revenues over Operating Costs	1,230,177.36	577,906.98	1,381,192.90	(1,117,069.81)	264,123.09
Other Financial Sources(Uses)					
Issuance of Bond Anticipation Notes		100,000.00			0.00
Retirement of Bond Anticipation Notes				(100,000.00)	(100,000.00)
Proceeds of General Obligation Bonds & Notes				1,600,000.00	1,600,000.00
Operating Transfers			87,661.18		87,661.18
Total Other Financial Sources/Uses					
Transfer to General Fund for Debt Service, Employees Benefits and Allocated Charges	<u>663,583.00</u>	<u>711,053.00</u>	<u>734,495.00</u>	<u>0.00</u>	<u>734,495.00</u>
Excess of revenues and other sources over (under) expenditures and other uses	566,594.36	(33,146.02)	734,359.08	382,930.19	1,117,289.27
Total Fund Balance - Beginning	3,058,746.56	3,625,340.92	3,746,780.43	(154,585.53)	3,592,194.90
Total Fund Balance - Ending	3,625,340.92	3,592,194.90	4,481,139.51	228,344.66	4,709,484.17

TOWN OF WILMINGTON, MASSACHUSETTS  
 COMBINING STATEMENTS OF REVENUES,  
 EXPENDITURES AND CHANGES IN FUND BALANCES  
 CAPITAL PROJECTS FUND  
 FOR THE YEAR ENDED JUNE 30, 2011

	Main Street Sewer 4/22/89	Public Safety Building 4/26/97	Aerial Ladder Truck - Fire Dept. 5/2/2009	Shawsheen School Window Replace 5/2/2009	Sewer Interceptor 5/2/2009	WHS Feasibility Study 5/1/2010	Total (Memorandum Only)
Town Meeting Dates							
Initial Project Authorization	<u>747,000</u>	<u>7,986,000</u>	<u>975,000</u>	<u>715,000</u>	<u>1,250,000</u>	<u>1,125,000</u>	<u>12,798,000</u>
REVENUES:							
Intergovernmental	0.00	0.00	0.00	0.00	0.00	104,798.00	104,798.00
Miscellaneous	<u>0.00</u>	<u>0.00</u>	<u>15,684.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15,684.00</u>
Total Revenue	0.00	0.00	15,684.00	0.00	0.00	104,798.00	120,482.00
EXPENDITURES:							
Capital Outlay							
Total Expenditures	<u>0.00</u>	<u>0.00</u>	<u>931,277.21</u>	<u>58,163.75</u>	<u>354,668.68</u>	<u>283,341.48</u>	<u>1,627,451.12</u>
Excess of revenues over/under expenditures	0.00	0.00	(915,593.21)	(58,163.75)	(354,668.68)	(178,543.48)	(1,506,969.12)
Other Financial Sources(Uses)							
Issuance of Bond Anticipation Notes	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Retirement of Bond Anticipation Notes	0.00	0.00	0.00	0.00	(1,250,000.00)	0.00	(1,250,000.00)
Proceeds of General Obligation Bonds & Notes	0.00	0.00	975,000.00	715,000.00	1,250,000.00	0.00	2,940,000.00
Operating Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>579,712.00</u>	<u>579,712.00</u>
Total Other Financial Sources/Uses	0.00	0.00	975,000.00	715,000.00	0.00	579,712.00	2,269,712.00
Excess of revenues and other sources over (under) expenditures and other uses	<u>0.00</u>	<u>0.00</u>	<u>59,406.79</u>	<u>656,836.25</u>	<u>(354,668.68)</u>	<u>401,168.52</u>	<u>762,742.88</u>
FUND BALANCE JULY 1, 2010	56,000.60	3,615.92	0.00	0.00	433,250.71	0.00	492,867.23
FUND BALANCE JUNE 30, 2011	<u>56,000.60</u>	<u>3,615.92</u>	<u>59,406.79</u>	<u>656,836.25</u>	<u>78,582.03</u>	<u>401,168.52</u>	<u>1,255,610.11</u>

TOWN OF WILMINGTON  
SCHEDULE OF LONG TERM DEBT  
FOR THE FISCAL YEAR 2011

DESCRIPTION	YEAR ISSUE	YEAR DUE	RATE	ORIGINAL PRINCIPAL AMOUNT	PRINCIPAL OUTSTANDING JUNE 30, 2010	BOND ADDITIONS	PRINCIPAL RETIREMENTS	PRINCIPAL OUTSTANDING JUNE 30, 2011
INSIDE DEBT LIMIT								
Comprehensive Middle School	06/2001	06/2011	4.5-5.0	24,300,000	2,441,500	0	2,441,500	0
High School Renovation	06/2001	06/2011	4.5-5.0	975,000	97,500	0	97,500	0
Public Safety Building	06/2001	06/2011	4.5-5.0	5,986,000	586,000	0	586,000	0
Public Safety Building	06/2001	06/2011	4.5-5.0	2,000,000	200,000	0	200,000	0
General Government Land Purchase	12/2005	06/2011	3.9	0	67,000	0	67,000	0
Main Street Sewer Project	06/2001	06/2011	4.5-5.0	985,000	95,000	0	95,000	0
MWRA Collateral Agreement	02/2003	02/2011		119,350	25,080	0	25,080	0
Remodeling Shawsheen School	08/2010	08/2020	2.63	715,000	0	715,000	0	715,000
Equipment-Ladder Truck	08/2010	08/2020	2.63	975,000	0	975,000	0	975,000
Sewer	8/2010	8/2030	2.81	<u>1,250,000</u>	<u>0</u>	<u>1,250,000</u>	<u>0</u>	<u>1,250,000</u>
TOTAL INSIDE DEBT LIMIT				37,305,350	3,512,080	2,940,000	3,512,080	2,940,000
OUTSIDE DEBT LIMIT								
Water	8/2010	8/2030	2.81	<u>1,600,000</u>	<u>0</u>	<u>1,600,000</u>	<u>0</u>	<u>1,600,000</u>
TOTAL OUTSIDE DEBT LIMIT				1,600,000	0	1,600,000	0	1,600,000
GRAND TOTAL				38,905,350	3,512,080	4,540,000	3,512,080	4,540,000

TOWN OF WILMINGTON, MASSACHUSETTS  
SCHEDULE OF EXPENDABLE AND NON-EXPENDABLE TRUST FUNDS  
IN CUSTODY OF TOWN TREASURER FOR THE YEAR ENDED JUNE 30, 2011

Balance June 30, 2010

	Non-Expend	Expendable	Adjustment	Total	Bequests	Investment Income
S. Carter Common Fund	200.00	1,336.74		1,536.74	0.00	46.95
SDJ Carter Lecture Fund	6,000.00	3,650.69		9,650.69	0.00	274.73
Library Funds:						
Benjamin Buck	500.00	0.00		500.00	0.00	15.28
Burnap	200.00	15.86		215.86	0.00	6.59
Chester M. Clark	500.00	89.05		589.05	0.00	18.00
Charlotte C. Smith	500.00	244.30		744.30	0.00	22.74
Stanley Webber	0.00	2.55		2.55	0.00	0.08
Walker School Fund	275.00	1,440.20		1,715.20	0.00	52.40
Housing Partnership	0.00	112,766.61		112,766.61	0.00	3,445.27
Winifred Richardson Trust	0.00	0.00		0.00	25,000.00	0.00
Cemetery Funds	792,864.67	14,596.10		807,460.77	24,350.00	25,404.33
Biggar Scholarship	25,000.00	8,056.58		33,056.58	0.00	1,009.95
Scott D. Braciska Scholarship	0.00	22,174.17		22,174.17	0.00	654.55
Altman Fam Education Trust	25,000.00	200.99		25,200.99	0.00	769.94
Justin O'Neil Scholarship	0.00	7,343.25		7,343.25	0.00	178.52
Elderly Services	0.00	48,405.14		48,405.14	20,589.00	188.90
Carney-Veterans Fund	0.00	24.32		24.32	0.00	0.00
Loddy Weisberg & Lena Leiter Scholar	0.00	0.00		0.00	125,000.00	10.00
Town Scholarship Fund	0.00	12,714.73		12,714.73	3,876.25	354.13
WHS Scholarship Fund	0.00	84,835.60		84,835.60	10,915.00	2,183.72
Zeneca Settlement	0.00	5,912.51		5,912.51	0.00	18.10
Invest. Fund Conservation	0.00	562.32		562.32	0.00	2.12
Confined Space	0.00	410.21		410.21	0.00	0.00
Employee's Health & Life Insurance	0.00	626,136.85		626,136.85	2,980,169.06	3,890.94
Employer's Health & Life Insurance	0.00	345,033.21		345,033.21	602,756.13	0.00
Olin Chemical	0.00	55,393.42		55,393.42	0.00	169.44
Andover St. Traffic Lights	0.00	17.62		17.62	0.00	0.00
Tracy Circle	0.00	5,843.47		5,843.47	0.00	17.89
Barrows Aud. Renovation	0.00	943.25		943.25	0.00	28.82
Flex Spending Town & School	0.00	9,981.28		9,981.28	169,190.28	0.00
Ambulance	0.00	0.00		0.00	0.00	0.00
Middlesex Pines I & II	0.00	7,391.68		7,391.68	0.00	22.61
Adoption	0.00	412.67		412.67	0.00	1.29
I93 Ballardvale	0.00	1,436.63		1,436.63	0.00	4.40
National Grid Transfer	0.00	20,000.00		20,000.00	0.00	0.00
Student Activity Fund	0.00	36,053.35	(262.12)	35,791.23	129,285.59	436.05
Student Activity Fund Wildwood	0.00	2,910.44	10.95	2,921.39	2,377.05	0.00
Student Activity Fund Boutwell	0.00	(339.63)	0.66	(338.97)	1,621.85	0.00
Student Activity Fund Middle School	0.00	42,797.26	155.75	42,953.01	210,643.84	0.00
Student Activity Fund No. Intermediate	0.00	1,754.46	9.35	1,763.81	15,044.12	0.00
Student Activity Fund West Intermediate	0.00	3,292.81	11.35	3,304.16	6,934.28	0.00
Student Activity Fund Woburn Street	0.00	9,055.31	32.90	9,088.21	25,834.16	0.00
Student Activity Fund Shawsheen	0.00	11,272.30	41.16	11,313.46	10,745.94	0.00
Student Activity Fund Reserve	0.00	75,414.97		75,414.97	0.00	0.00
Tailings	0.00	(3,738.63)		(3,738.63)	0.00	0.00
Tax Title Recordings	0.00	750.00		750.00	280.00	0.00
Street Openings	0.00	120,400.00		120,400.00	16,300.00	0.00
Dog Licenses	0.00	94,457.00		94,457.00	20,219.50	0.00
Sporting Licenses	0.00	7,668.30		7,668.30	6,742.60	0.00
Firearms Permits	0.00	6,462.50		6,462.50	18,650.00	0.00
Outside Details: Police	0.00	(13,201.16)		(13,201.16)	328,351.88	0.00
Outside Details: Fire	0.00	10,896.23		10,896.23	22,051.97	0.00
Outside Details: Public Buildings	0.00	4,909.07		4,909.07	68,251.35	0.00
Forfeiture Deposits	0.00	30,330.00		30,330.00	0.00	0.00
Performance Bonds	0.00	99.44		99.44	366,918.19	0.00
Meals Tax	0.00	107.69		107.69	863.42	0.00
GRAND TOTAL	851,039.67	1,838,723.71	0.00	2,689,763.38	5,212,961.46	39,227.74

TOWN OF WILMINGTON, MASSACHUSETTS  
SCHEDULE OF EXPENDABLE AND NON-EXPENDABLE TRUST FUNDS  
IN CUSTODY OF TOWN TREASURER FOR THE YEAR ENDED JUNE 30, 2011

Balance June 30, 2011

	Transfers	Expenditure	Non-Expend	Expendable	Total
S. Carter Common Fund	0.00	0.00	200.00	1,383.69	1,583.69
SDJ Carter Lecture Fund	0.00	658.54	6,000.00	3,266.88	9,266.88
Library Funds:					
Benjamin Buck	0.00	0.00	500.00	15.28	515.28
Burnap	0.00	0.00	200.00	22.45	222.45
Chester M. Clark	0.00	0.00	500.00	107.05	607.05
Charlotte C. Smith	0.00	0.00	500.00	267.04	767.04
Stanley Webber	0.00	0.00	0.00	2.63	2.63
Walker School Fund	0.00	0.00	275.00	1,492.60	1,767.60
Housing Partnership	0.00	0.00	0.00	116,211.88	116,211.88
Winifred Richardson Trust	0.00	0.00	25,000.00	0.00	25,000.00
Cemetery Funds	0.00	300.00	816,914.67	40,000.43	856,915.10
Biggar Scholarship	0.00	0.00	25,000.00	9,066.53	34,066.53
Scott D. Braciska Scholarship	0.00	750.00	0.00	22,078.72	22,078.72
Altman Fam Education Trust	0.00	0.00	25,000.00	970.93	25,970.93
Justin O'Neil Scholarship	0.00	1,500.00	0.00	6,021.77	6,021.77
Elderly Services	0.00	18,100.58	0.00	51,082.46	51,082.46
Carney-Veterans Fund	0.00	0.00	0.00	24.32	24.32
Loddy Weisberg & Lena Leiter Scholar	0.00	0.00	0.00	125,010.00	125,010.00
Town Scholarship Fund	0.00	5,000.00	0.00	11,945.11	11,945.11
WHS Scholarship Fund	0.00	24,775.00	0.00	73,159.32	73,159.32
Zeneca Settlement	0.00	0.00	0.00	5,930.61	5,930.61
Invest. Fund Conservation	0.00	0.00	0.00	564.44	564.44
Confined Space	0.00	0.00	0.00	410.21	410.21
Employee's Health & Life Insurance	0.00	3,142,763.92	0.00	467,432.93	467,432.93
Employer's Health & Life Insurance	8,850,000.00	9,426,607.96	0.00	371,181.38	371,181.38
Olin Chemical	0.00	0.00	0.00	55,562.86	55,562.86
Andover St. Traffic Lights	0.00	0.00	0.00	17.62	17.62
Tracy Circle	0.00	0.00	0.00	5,861.36	5,861.36
Barrows Aud. Renovation	0.00	0.00	0.00	972.07	972.07
Flex Spending Town & School	0.00	177,505.72	0.00	1,665.84	1,665.84
Ambulance	0.00	0.00	0.00	0.00	0.00
Middlesex Pines I & II	0.00	0.00	0.00	7,414.29	7,414.29
Adoption	0.00	0.00	0.00	413.96	413.96
I93 Ballardvale	0.00	0.00	0.00	1,441.03	1,441.03
National Grid Transfer	0.00	0.00	0.00	20,000.00	20,000.00
Student Activity Fund	0.00	123,186.66	0.00	42,326.21	42,326.21
Student Activity Fund Wildwood	0.00	900.00	0.00	4,398.44	4,398.44
Student Activity Fund Boutwell	0.00	587.72	0.00	695.16	695.16
Student Activity Fund Middle School	0.00	226,015.84	0.00	27,581.01	27,581.01
Student Activity Fund No. Intermediate	0.00	15,538.96	0.00	1,268.97	1,268.97
Student Activity Fund West Intermediate	0.00	6,762.94	0.00	3,475.50	3,475.50
Student Activity Fund Woburn Street	0.00	27,869.82	0.00	7,052.55	7,052.55
Student Activity Fund Shawsheen	0.00	17,623.92	0.00	4,435.48	4,435.48
Student Activity Fund Reserve	0.00	0.00	0.00	75,414.97	75,414.97
Tailings	0.00	13,087.04	0.00	(16,825.67)	(16,825.67)
Tax Title Recordings	0.00	975.00	0.00	55.00	55.00
Street Openings	0.00	35,300.00	0.00	101,400.00	101,400.00
Dog Licenses	0.00	0.00	0.00	114,676.50	114,676.50
Sporting Licenses	0.00	6,478.00	0.00	7,932.90	7,932.90
Firearms Permits	0.00	0.00	0.00	25,112.50	25,112.50
Outside Details: Police	0.00	309,232.36	0.00	5,918.36	5,918.36
Outside Details: Fire	0.00	22,283.48	0.00	10,664.72	10,664.72
Outside Details: Public Buildings	0.00	78,251.92	0.00	(5,091.50)	(5,091.50)
Forfeiture Deposits	0.00	0.00	0.00	30,330.00	30,330.00
Performance Bonds	0.00	0.00	0.00	367,017.63	367,017.63
Meals Tax	0.00	857.41	0.00	113.70	113.70
GRAND TOTAL	8,850,000.00	13,682,912.79	900,089.67	2,208,950.12	3,109,039.79

# PUBLIC SAFETY

## Fire Department

It is with great pleasure that I submit the following annual report of the operations, activities and accomplishments of the Wilmington Fire Department for the year 2011.

The manual force consists of the Chief, Deputy Chief, six Lieutenants, thirty-two Fire Fighters, one full-time clerk, and one part-time clerk. The following roster is provided:

### Fire Chief

Edward G. Bradbury, Jr.

### Deputy Fire Chief

Edmund J. Corcoran, III

### Lieutenants

John Brown, Jr.

Gary J. Donovan

Daniel M. Hurley, Jr.

Richard T. McClellan

Joseph T. McMahon

Gary P. Robichaud

### Clerks

Linda K. Cerullo

Isabel E. Raschella – Part-Time



*Kristen Gryglik of Liberty Mutual presents check to the Town of Wilmington, one of ten communities in America to earn a \$10,000 Be Fire Smart grant.*

### Fire Fighters

Anthony J. Adamczyk

Brian D. Anderson

George A. Anderson, Jr.

Thomas C. Casella

William F. Cavanaugh, III

Thomas W. Ceres

Walter R. Daley

David R. Feyler

Kenneth P. Gray

Brooke C. Green

Eric M. Gronemeyer

Jacob H. Gronemeyer

William J. Herrick, Jr.

Keith E. Kelly

Jason M. Kennedy

William J. Kent, III

Andrew W. Leverone

John F. McDonough

Terry L. McKenna

Michael J. McManus

Erik J. Nansel

Robert E. Patrie, Jr.

Christopher G. Pozzi

Eric S. Robbins

Frederick J. Ryan

Megan L. Sullivan

Charles R. Taylor, Jr.

Rann R. Tingtella

Robert W. Varey, III

Robert E. Vassallo, Jr.

David P. Woods

Robert J. Woods, Jr.

The department responded to a total of 3,635 calls for assistance during 2011.

Patient Assist	71	Line Box, Mutual Aid	5
Commercial Building Fire	3	Lockout of Building/House	13
Bomb Scare	1	Medical Aid	1,465
Master Box	191	Mutual Aid – Ambulance	176
Burning Permits	243	Mutual Aid – Fire	23
Brush Fire	23	Motor Vehicle Crash	289
Chimney Fire	4	Odor, Any type	20
Carbon Monoxide	47	Pump Job	11
Gas Leaks	14	Service Call	25
Fire Drill	57	Smoke in Building	13
Haz Mat Incident	1	Smoke Detector Activation	19
Inspections/26F, Oil, Propane	549	Residential House/Structure	7
Investigations, Any Type	292	Training, Any Type	10
Keltron Acitivation	3	Truck/Car Fire	15
Stove Fire	4	Wires Arcing	41

Estimated value of property endangered was \$5,160,000. Estimated property loss was \$839,000.

The following is a list of permits issued:

Black Powder	1	Propane	57
Blasting	2	Smoke Detector	171
Class C Explosive	1	Tank	64
Fire Alarm	118	Miscellaneous	2
Flammable Liquid	30	Sprinkler	52
Oil Burner	189	Gas Stations	11
Truck	9	Reports	28
Welding	16	Carnival	1
Plan Review	72	Suppression	2
Copies	30	Dumpster	21
Oil Lines	1		
		TOTAL	878

A new ambulance arrived and was placed in service March 2011 to replace the 2001 Ambulance 2. The Department currently staffs two front line ambulances to handle the ever increasing demand for emergency medical service.

A rapid response vehicle was ordered in September 2011 with an anticipated delivery date of May 2012.

As required by law, the Fire Prevention Bureau under the direction of Lt. Daniel Hurley inspected all schools, public buildings, nursing homes and flammable storage facilities. Other inspections listed below:

New Residential Plans Review	37
New Residential Fire Inspections	37
New Industrial Plans Review	35
Fire Inspection Industrial/Commercial	35
Underground Tank Removals	5
Underground Tank Installations	0
Aboveground Tank Removals	57
Oil Burner/Tank	189
Propane	57
Nursing Home Inspections	12
Gas Station Inspections	11
Oil Truck & Pick-up Transfer Tank Inspections	16

Shift personnel inspected 171 residential properties for smoke and carbon monoxide detectors in compliance with Massachusetts General Law Chapter 148, Section 26F.

Classrooms at all of the public schools K-5 and the Abundant Life Christian School and Learning Center grades K-8 received instruction on fire safety by Lt. Daniel Hurley and Fire Fighters Frederick J. Ryan, Christopher G. Pozzi, Megan L. Sullivan, Brooke C. Green, David P. Woods and Eric S. Robbins.

Safe Prom mock car crash for Wilmington High School Seniors was conducted on May 10, 2011 by Lts. Daniel Hurley and Richard T. McClellan and Fire Fighters William F. Cavanaugh, Thomas W. Ceres, William J. Herrick and Robert W. Varey along with Wilmington Police Department and Wilmington High School S.A.D.D. students.

The project to replace the outdated wire line fire alarm system continues with a January 2012 switch to the new wireless system. Thirty-three radio box systems have been completed with forty-one in progress.

The Wilmington Fire Department made major progress in safety in 2011 by implementing new incident response procedures. After analyzing the various requests for service, emergent or otherwise, the Fire Department Command Staff looked at the warranted response to each incident. It was obvious that not every call was an emergency and thus the use of emergency warning lights and sirens was not always necessary. With a plan in mind, a "coded response" protocol was placed into operation.

The new response protocols enhance the safety of fire fighters who are responding and to traffic encountered along the response route. As always, and for the safety of all concerned, one must pull over and stop when in the path of an emergency vehicle that is using its warning devices; including lights, sirens and horns.

We are happy to announce for the second year in a row the Wilmington Fire Department has won \$10,000 from Liberty Mutual for the 2011 Fire Safety Pledge. Thank you to all who participated in the on-line contest. With this award we were able to purchase a LUCAS chest compression system to assist with cardiac arrest patients.

I wish to extend my sincere appreciation to all members of the Fire Department for their continued dedication and professionalism providing this vital service to the residents of the Town.

As always, the support of the Police Department as well as Dispatch is appreciated.

I would like to acknowledge the Town Manager for his continued support of the Fire Department as well as the Assistant Manager, Board of Selectmen, Finance Committee and all other Town agencies for their assistance during the past year.



*Chief Bradbury accepts donation from Dianna DiGregorio,  
President, Wilmington Community Fund.*



# Police Department

In accordance with the By-Laws of the Town of Wilmington, I hereby respectfully submit the annual report on the activities of the Wilmington Police Department for the year 2011.

The Police Department responded to approximately 20,000 calls for service and incidents which were discovered on scene by the officers in 2011. Although this number is slightly down from last year the pace of response and workload increased for all members of the department. Personnel shortages throughout the year due to retirements, military deployment, illness and new personnel in recruit training attributed to this increase in workload. This increased demand on personnel resources ordinarily decreases proactive policing measures and places an increased dependence on reactive policing techniques. I am pleased to report, although the department experienced almost a 20% decrease in line personnel at various times throughout the year, our productivity levels remained relatively steady with previous year's statistics. Our commitments to the School Resource, DARE and Safety Officer programs remained active and fully staffed. The importance of these programs justifies our continued attention and support. Although temporary, positions within the Detective Bureau and Traffic Division have been reduced. Our plan in the coming year is to maintain a fully staffed department and replace the temporary personnel reductions in our specialist positions as well as equalize shift staffing. Elimination of grant funds for community programs such as Rape Aggression Defense (RAD) and Citizens CPR have reduced the number of classes offered this year.

Our partnership with the Wilmington Public Schools has continued to be successful in keeping our schools safe and in maintaining our efforts to reduce school attendance issues throughout the district. Along with the Middlesex District Attorney's Office and the Wilmington Public Schools we continue participation in the Community Base Justice Program and Middlesex Partnership for Youth. This year Officer Brian Gillis replaced Officer Brain Hermann as the School Resource Officer at Wilmington High School. Officer Gillis assumed these duties in the beginning of the school year.

Our membership in the North East Massachusetts Law Enforcement Council remains strong. The department has members on the Special Weapon and Tactics (SWAT) team, Regional Response Team (RRT) and the Detectives and School Threat Assessment and Response System (STARS). The expertise and training received through membership on these teams is invaluable to the department. We continue our assignment of Task Force Agents in the DEA and FBI while working trans-jurisdictional cases in high level drug investigations, organized crime and terrorism.

The Police Department received two prestigious awards in 2011. First was State Accreditation, awarded by the Massachusetts Police Accreditation Commission. Wilmington was the 39<sup>th</sup> Police Department in Massachusetts to receive this honor. Accreditation requires the acceptance of up to 382 standards. Two hundred fifty seven of the standards are mandatory and 125 are optional requiring compliance of 55 percent. Wilmington Police exceeded this percentage. Standards that do not apply to Wilmington can be waived by the Commission. The benefits to accreditation are self assessment and strict compliance with standards nationally approved for a professional police agency. Our second achievement was the award of the highest honors in the Gold Award category of the Massachusetts Law Enforcement Challenge. This is the fifth highest award in the Commonwealth. Again self assessment is the driving force to our success in this competition.

The department has re-engineered the Wilmington Auxiliary Police Department. The Certification and Accreditation process mandated the development of professional standards for this important organization. An application process has begun to reinvigorate this all volunteer organization. The Auxiliary Police force is an invaluable division of the Wilmington Police Department. Members volunteer services during critical incidents such as natural and manmade disasters. They support civic organization and town events during the year by directing traffic and providing crowd coordination efforts. These essential tasks are key elements for providing safe and memorable events throughout the year.



*Officer Palmer and Ronin*

The department experienced several changes in its roster in 2011. Officers Francis D. Hancock and Jon C. Shepard retired from police service in February and October respectively. Officers Jonathan Carlson and Walter A. Varey were hired as their replacements. Officer Carlson graduated from the Massachusetts Bay Transit Police Academy receiving three awards of excellence. Officer Varey followed with his graduation from the Lowell Police Academy. Both Officers are veterans of the armed services. K-9 Kimo gained an assistant in K-9 Ronin. Due to Kimo's expected retirement in January 2012, Ronin attended the Boston Police K-9 academy with handler Officer Eric T. Palmer. K-9 Kimo and Officer Palmer were the recipients of multiple first place awards at competitions throughout the northeast and nationally. Kimo was always a fan favorite as he performed many demonstrations throughout the community. His reputation for excellence as a K-9 while working regionally was second to none.

Sadly, Officer Shawn W. Lee lost an almost year long battle with Leukemia in December of 2011. Shawn was a ten year veteran officer with the Wilmington Police Department. During Shawn's service, he was the recipient of several commendations for his exemplary service and bravery. Shawn served as a Field Training Officer, member of the NEMLEC RRT and was a dedicated member of the Wilmington Police Honor Guard. Shawn was also a United States Air Force Veteran. Shawn's dedication to the residents of Wilmington was rivaled only by his love for his family and his country. As a servant of the community, his impact on the successes shared by this Department will be his legacy.

As always, the members of the Wilmington Police Department would like to express their sincere appreciation for the support we have received from the community in 2011. Without the respect, compassion and commitment of the residential and business communities our successes could not have been realized.

The following was the Departmental Roster of Personnel for 2011:

**Chief of Police**

Michael R. Begonis

**Deputy Chief**

Robert V. Richter

**Lieutenants**

Joseph A. Desmond, Operations/Grants  
J. Christopher Neville, Detective  
Scott A. Sencabaugh, Emergency Planning/Training  
Brian T. Pupa, Accreditation and Policy Development

**Sergeants**

Christopher J. Ahern  
David L. Axelrod  
David J. Bradbury

Charles R. Fiore  
David M. McCue, Jr.  
Daniel E. Murray

**Detectives and Specialists**

James R. White, Court/Inspector  
Julie M. Pozzi, DARE  
Thomas A. Miller, Inspector  
David A. Sugrue, Inspector  
Patrick B. Nally, Inspector

Brian J. Stickney, Inspector  
John M. Bossi, Narcotics  
Brian M. Moon, Safety Officer  
Chester A. Bruce, III, School Resource  
Brian Gillis, School Resource

## Uniform Patrol Officers

Ronald J. Alpers, Jr.  
Dan C. Cadigan  
Jonathan Carlson  
Paul R. Chalifour  
John W. Delorey  
Daniel P. D'Eon  
Christopher J. Dindo  
Richard A. DiPerri, Jr.  
Anthony Fiore  
Brian J. Gillis  
Francis D. Hancock (Retired)  
Joseph F. Harris, Jr.  
Paul W. Jepson

Paul A. Krzeminski  
Shawn W. Lee  
Louis Martignetti  
Stephen F. Mauriello  
Thomas A. McConologue  
Eric T. Palmer/ K-9 KIMO/RONIN  
Michael J. Patterson  
Dennis P. Rooney  
Jon C. Shepard (Retired)  
Matthew D. Stavro  
Brian D. Thornton  
Michael W. Wandell  
Walter A. Varey

## Clerical Staff

Julie G. Clark  
Susan M. O'Neil



*Members of the Wilmington Police Department assemble to pay their respects to Officer Shawn Lee.*

The following are some statistical data that reflect calls for service over the past year.

Wilmington Police Department Statistics, Year 2011

<u>ARRESTS OR SUMMONS:</u>		<u>SEX CRIMES:</u>	
Arson	0	Rape	10
Assault & Battery	67	Indecent Exposure	0
Breaking & Entering	16	Indecent A&B	2
Counterfeiting/Forgery	4	Other	<u>0</u>
Disorderly	2	TOTAL SEX CRIMES:	12
Larceny	30	<u>MOTOR VEHICLE VIOLATIONS:</u>	
Larceny Motor Vehicle	2	Seat Belt	314
Liquor Laws	22	Using Without Authority	0
Malicious Damage	17	License Violations	202
Murder	0	Endangering	21
Narcotics	32	Leaving Scene Property Damage	20
OUI, Drunk Driving	57	Operating Under Influence	57
Rape	1	Unregistered/Uninsured	161
Receiving Stolen Property	14	Speed	1,785
Robbery	1	Other	<u>1,887</u>
Sex Offenses, not Rape	1	TOTAL VIOLATIONS SHOWN:	4,447
Other	<u>234</u>		
TOTAL:	500	<u>CITATIONS ISSUED:</u>	
<u>PROTECTIVE CUSTODY:</u>		Warnings	2,348
Ages:		Complaints	108
Under 12	0	Non-Criminal	897
13/14	0	Arrests	<u>93</u>
15	0	TOTAL CITATIONS:	3,446
16	3	<u>CRIMES REPORTED:</u>	
17	<u>1</u>	Threats - Arson, Bombing, Killing	17
TOTAL UNDER 18:	4	Assault & Battery, Assault:	
		Firearm or Knife	0
18	3	Other Weapon	13
19	1	Aggravated - Hand/Foot	16
20	8	Simple - A&B, Assault	<u>72</u>
21	1	TOTAL A&B's, ASSAULTS, THREATS:	118
22	1	<u>BREAKING &amp; ENTERING:</u>	
23	1	Residential	46
24	3	Non Residential	45
25/34	11	Attempted	<u>3</u>
35/54	22	TOTAL BREAKING & ENTERING:	94
55 & Over	<u>4</u>	<u>ROBBERY:</u>	
TOTAL OVER 18:	55	Firearm	0
		Other Weapon	1
TOTAL PROTECTIVE CUSTODY	59	Strong Arm	<u>0</u>
		TOTAL ROBBERIES:	1

LARCENIES:

Larceny From Person  
 Credit Card Fraud  
 Shoplifting  
 From Motor Vehicle  
 M/V Parts & Accessories  
 Bikes  
 From Buildings  
 From Coin Machines  
 Other  
 TOTAL LARCENIES:

Forgery, Uttering, Identity Fraud

MOTOR VEHICLES STOLEN:

Autos  
 Trucks & Buses  
 Other Vehicles  
 TOTAL M/V THEFT:

RECOVERED MOTOR VEHICLES:

Stolen Wilmington  
 and Recovered Wilmington  
 Stolen Wilmington  
 and Recovered Out of Town  
 Stolen Out of Town  
 and Recovered Wilmington  
 TOTAL RECOVERED:

INCIDENTS REPORTED:

7 Warrants Served 106  
 24 Disturbances 439  
 7 Domestic Problems No Arrests 173  
 14 Assist Other Agencies 719  
 32 Medical Emergency 1,246  
 5 Juvenile Complaints 29  
 15 Suspicious Activity, Person, Vehicle 1,516  
 0 Malicious Damage Complaints 162  
 183 Missing Persons 59  
 287 Other Calls/Complaints 11,518  
 M/V Accidents 827  
 35 Alarms 1,218  
 Traffic Complaint 1,944  
 TOTAL: 19,956

OTHER DEPARTMENT FUNCTIONS:

3 Restraining Orders Served 148  
 11 Parking Tickets Issued 141  
 Firearms I.D. Issued 40  
 License To Carry Issued 276  
 Gunsmith Permits 1  
 2 Reports to Insurance  
 Companies and Attorneys 560  
 2 Animal Complaints 760  
 Child Safety Seats 234  
 2 Motor Vehicle Stops 4,821  
 6 TOTAL: 6,981

## Animal Control

Complaints 687  
 Trips 744  
 Trip Hours 671.5  
 Animals Picked Up 25  
 Animals Returned to Owners 17  
 Animals Adopted 7  
 Animals Picked Up Deceased\* 38  
 Animals Quarantined 8  
 Animals Euthanized 1  
 Total Days for Pets in Kennel 99  
 Pets Vaccinated at Rabies Clinic 201  
 Barn Inspections 29  
  
 Citation Fees Issued \$125.00

\* Majority of which are wildlife



*Fox wanders through a yard on Grove Avenue.*

# FACILITIES & INFRASTRUCTURE

## Public Buildings Department

The Public Buildings Department is responsible for the maintenance of all town and school buildings. We are responsible to ensure that facilities are properly cleaned and maintained for town employees, school children and personnel and for the general public. We also repair town-owned traffic signals and assist the Water Department in maintaining their buildings.

The following are highlights for some of the projects completed during 2011:

Routine maintenance was performed in all school and municipal buildings.

Voting areas were set up for elections.

Set up for Fourth of July Festivities.

Chairs and choral risers were moved from school to school for musical concerts and plays.

Food and supplies delivered for each school.

Chairs, staging and sound system were set up for the Annual Town Meeting and December Special Town Meeting.

All schools were cleaned over the summer and ready for a fresh start to the school year.

All town buildings' boilers, Univents and exhaust systems were cleaned and serviced over the summer.

A new roof was installed on the 4<sup>th</sup> of July building.

A new roof was installed on the Public Buildings headquarters.

A new roof was installed on the Department of Public Works garage and office area.

A new roof was installed on the Sargent Water Treatment Plant.

A new section of roof was installed on the Wildwood Early Childhood Center.

All exterior windows and doors were replaced on the Shawsheen Elementary School with a new energy efficient system, including the installation of new shades and insulation for energy conservation.

Replacement of roof and signage to the overhang of the front entrance of the Shawsheen Elementary School.

A new Life Safety Fire Alarm system has been designed, put out to bid and will be installed during the spring at the Woburn Street School.

A new Life Safety Fire Alarm system has been designed, put out to bid and will be installed during the spring at the North Intermediate School.

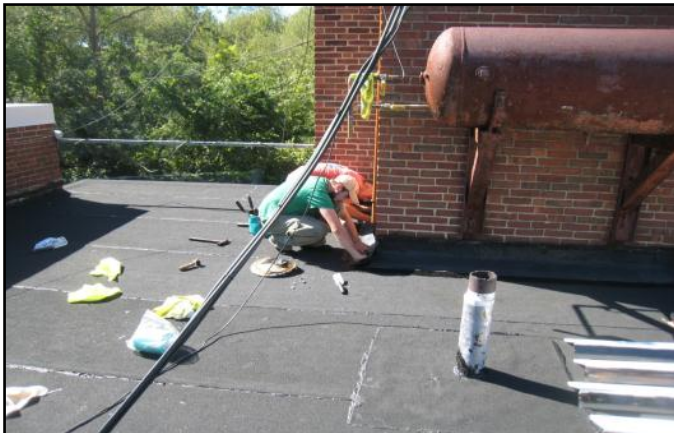
New radio controlled fire alarm Master boxes have been installed to replace the old hardwired system.



*Public Buildings Roof Replacement Project*



*A number of areas of wood deck were replaced on the main roof level.*



*Above: Walls were flashed with an elastomeric reinforced flashing sheet.*

*Right: New .040 aluminum gravel stop installation at perimeter edge.*



Built a new office for the CARES coordinator and staff at the North Intermediate School.

Upgraded the security systems at the Shawsheen Elementary and Woburn Street Schools.

A hot air furnace replacement has been designed and put out to bid for the Boutwell Early Childhood Center, which will be installed over the spring break.

All town-owned traffic signals were maintained and repaired as needed.

All lighting maintained and repaired for the Town Park, Town Common, tennis courts and the exterior of all town-owned buildings.

I gratefully acknowledge the support of the Board of Selectmen, Town Manager, town departments, school administration and especially all the employees of the Public Buildings Department for their continued support and cooperation making 2011 a productive year.

## Permanent Building Committee

The year 2011 was a busy one for the Permanent Building Committee. Being part of the High School Working Group and the High School Building Committee for the design and planning of our new high school is an exciting time for all of us involved. We look forward to and are committed to the challenge of providing the children of Wilmington with a new state-of-the-art high school with all the current technologies, amenities and efficiencies to better their education and a facility that the residents of Wilmington can be proud of.

We gratefully acknowledge the support of the Board of Selectmen, Town Manager, town departments, school administration and especially the people of Wilmington in their support and cooperation for future projects.



*Shawsheen School Window Replacement Project*





# Department of Public Works

In accordance with the By-laws of the Town of Wilmington, I, Donald N. Onusseit, hereby respectfully submit the annual report on the activities of the Wilmington Department of Public Works for the year 2011.

The Department of Public Works consists of six (6) divisions: Highway, Tree, Cemetery, Parks and Grounds, Engineering and Water & Sewer.

## Major Public Works Projects and Programs:

The Department of Public Works worked on the following major projects during 2011:

### Lawrence Street Sidewalks (Phase D):

The project consisted of the preparation and installation of approximately 1,960 linear feet of new bituminous sidewalks along Lawrence Street from Glen Road to Hamlin Lane. During 2011, the infiltrating drainage systems necessary for the construction of the sidewalks were installed, the sidewalks were rough graded, minor retaining walls were installed and first course bituminous binder pavement was installed. Final sidewalk paving and bituminous curbing installation are planned for 2012.

### Whitefield School Field Construction and Irrigation System:

During the fall of 2010, the existing rough graded field behind the Whitefield School was revitalized with new loam, compost and seed to create a public soccer field. During the spring of 2011, the field was again reseeded and a new irrigation system was installed utilizing domestic water from a main located under Middlesex Avenue (Route 62). The field was utilized in the fall of 2011 by the permitted use of Wilmington Youth Soccer (WYSA).

### Chain Link Fence Replacement at the Woburn Street School:

During the month of October 2011, the existing chain link perimeter fence around the Woburn Street School tennis courts and basketball court was replaced with new galvanized 6-gauge chain link fence. The project was funded as a capital improvement project under the Department's FY 2012 budget and was advertised for bid during the spring of 2011. The total cost of the fence replacement was \$20,750.00.

### Chain Link Fence Replacement & Tennis Court Resurfacing at the Boutwell Early Childhood Center:

During September of 2011, the existing tennis courts and basketball court at the Boutwell Early Childhood Center were resurfaced. The process included a complete cleaning of the existing surface, the filling of structural cracks, application of two resurfacing coats and the application of new playing surface lines. This project was funded as a capital improvement project under the Department's FY 2012 budget. The total cost of the resurfacing was \$13,866.00.

Furthermore, the existing chain link perimeter fence around the tennis courts and basketball court was replaced with galvanized 6-gauge chain link fence. The project was funded as a capital improvement project under the Department's FY 2012 budget and was advertised for bid during the spring of 2011. The total cost of the fence replacement was \$25,025.00.

### Repair of Skate Ramps at the Justin O'Neil Skate Park:

The repair of the skate ramps at the Justin O'Neil Skate Park consisted of the replacement of 20 sheets of Skatelite Pro ramp surface, 28 sheets of pressure treated plywood, 4 replacement ramp enclosures, as well as all associated hardware and a complete screw and safety check of the entire park. The work was performed by trained skate park maintenance technicians. The project was funded as a capital improvement project under the Department's FY 2012 budget. The total cost of the repair was \$34,998.76.

Draft Design of the Whipple Road Bridge Deck Replacement:

During the summer of 2011, the Town of Wilmington signed a joint contract with the towns of Billerica and Tewksbury to hire CME Associates, Inc., as a design consultant, to prepare design plans to replace the existing deck at the currently closed Whipple Road Bridge. As of the end of 2011, CME is in the process of filing Notice of Intent applications with the towns of Wilmington and Billerica. The design phase of this project will continue into 2012.

Eurasian Milfoil Monitoring at Silver Lake:

Due to the success of the last treatment, there was no need to apply milfoil control herbicides to Silver Lake during 2011. End-of-year 2011 lake surveys suggest continued control of the invasive species and a lack of visible milfoil in the lake. Monitoring will continue during 2012 and a decision will be made on whether treatment in 2012 is necessary.

Highway Division (658-4481)



*Highway Personnel make Repairs to Town Hall Parking Lot.*

All regular highway maintenance work was carried out during the year, such as sweeping streets, installing street and warning signs, patching streets, cleaning catch basins, cutting brush along the roadsides, picking up trash along our roadsides, painting and replacing guardrails, repairing broken curbing, repairing sidewalk and walkway damage, painting safety lines and crosswalks on streets, etc.

Drainage:

Drainage improvements were constructed as part of the Lawrence Street Sidewalk Project (Phase I), between Glen Road and Hamlin Lane.

Culvert Replacements:

A collapsed corrugated metal 30 inch culvert pipe across Shady Lane Drive was replaced with a 36 inch corrugated plastic pipe culvert.

A collapsed corrugated metal 12 inch pipe across West Street was replaced with a new 12 inch corrugated plastic pipe culvert.

Roadway Projects:

Chapter 90 funds from the Massachusetts Department of Transportation were used for bituminous concrete resurfacing and associated reconstruction on a total of 20,705 linear feet (4.43 miles) of roadway work on the following projects:

- Andover Street - Jonspin Road to Andover town line (4,900 linear feet)
- Concord Street - Federal Street to Woburn Street (4,130 linear feet)
- Glen Road - Main Street to railroad tracks (4,680 linear feet)
- Shawsheen Avenue - Nichols Street to Billerica town line (3,420 linear feet)
- Virginia Road - North Reading Line to North Reading town line (875 linear feet)
- Woburn Street - Wildwood Street to Lowell Street (2,700 linear feet)

Using town funds, the DPW placed a corrective bituminous concrete shim course on Eames Street between Route 38 and the railroad tracks. A final paving of Eames Street is scheduled for 2012.

Storm Events and Snow & Ice Removal: In August, the DPW responded to the extensive public tree damage from Tropical Storm Irene with several weeks of tree and branch cleanup and removal. In October, the DPW was again called upon to respond to the public tree damage that resulted from the so-called "Halloween Snow Storm."

The Highway Division recorded 106 inches of snow for the winter of 2010-2011. The average annual snowfall for Wilmington is approximately 56 inches.

Household Rubbish Collection, Disposal and Recycling (658-4481)

The Department of Public Works is responsible for the town's various refuse disposal and recycling programs. These programs include household rubbish and recycling; appliance, television and computer monitor recycling; yardwaste recycling; waste oil collection and household hazardous waste collection. This year 413 cars participated in the Town's Household Hazardous Waste Day held on May 7, 2011.

Solid Waste and Recycling

In 2011 the town collected the following amounts of trash and recyclable material:

Trash Collected at Curbside	9,228	Tons
Recyclables Collected at Curbside	1,404	Tons (Recycled)
White Goods Collected at Curbside	33	Tons (Recycled)
Yardwaste Collected at Curbside	1,650	Tons (Recycled)
Yardwaste Delivered to Recycling Center	600	Tons (Recycled)
Cathode Ray Tubes (TV's, Monitors) Collected	41	Tons (Recycled)

The yardwaste recycling program continued with the recycling of leaves, grass clippings, brush and Christmas trees. In January, 1,771 Christmas trees (approximately 22 tons) were collected at curbside by the Department of Public Works.

Working under a Beneficial Use Determination (BUD) issued by the Massachusetts Department of Environmental Protection (DEP), the DPW removed the following waste material from our Yardwaste Center in 2011:

Water Treatment Plant Residuals	1,621	Tons
Street Sweepings/Catch Basin Cleanings	3,242	Tons

The mixed material was approved by DEP for cover material at the Amesbury, MA and Merrimac, MA sanitary landfills which saved the town approximately \$71,500 over what the cost would have been for direct disposal.

Tree Division (658-2809)

The Tree Division carried out all regular maintenance work such as trimming, cutting, spraying, tree removal and tree planting. Roadside trees that were dead or interfered with public safety were removed at numerous locations.

The Town Common was illuminated again this year with Christmas lights installed by the Tree Division. This year the town used approximately 5,700 LED lights. LED lights use significantly less energy than conventional lights.



*Crews remove debris caused by Tropical Storm Irene.*



Dutch Elm Disease: The Tree Division removed 25 diseased Dutch Elm trees that were at least 6 inches in diameter.

Mosquito Control: The town contracts its mosquito control out to the Central Massachusetts Mosquito Control Project (CMMCP). The CMMCP practices Integrated Mosquito Management (IMM), blending state-of-the-art methods and techniques with expertise,

experience and scientific research to provide member communities with modern, environmentally sound, cost effective mosquito control. As part of the effort to reduce the need for pesticides, they continue to expand their water management program. By cleaning clogged and overgrown waterways, mosquito breeding can be reduced, wetlands are restored and water quality is improved.

BTI mosquito larvicide is used to treat areas where mosquito larvae are found. They routinely check known breeding sites, but also encourage the public to notify them of any areas they suspect could breed mosquitoes. Field crews will investigate all such sites and treat if needed.

The goal is to handle all mosquito problems with water management or larviciding but it is recognized that there are times when adult mosquito spraying is the only viable solution. In such cases residential and recreational areas are treated with either hand-held or pick-up mounted sprayers.

Cemetery Division (658-3901)

All regular maintenance work was carried out throughout the year, such as mowing grass, weeding, trimming, resetting grave markers, pouring foundations for monuments, etc.

<u>BURIALS</u>		<u>RECEIPTS</u>	
Residents	95	Interments	\$ 94,850.00
Non-Residents	62	Foundations	\$ 2,978.67
Moved New Lot/Disinterment	<u>1</u>	Deeds	<u>\$ 615.00</u>
TOTAL:	158	TOTAL:	\$ 98,443.67

(Cremations - 45; Infants - 2)

<u>RESERVE</u>		<u>TRUST FUND</u>	
Sale of Lots	\$ 35,375.00	Perpetual Care	\$ 35,375.00
Refund Reserve	<u>\$ (1,200.00)</u>	Refund Trust	<u>\$ (1,200.00)</u>
TOTAL:	\$ 34,175.00	TOTAL:	\$ 34,175.00

GRAND TOTAL: \$ 166,793.67

Parks & Grounds Division (658-4481)

In 2011, the DPW continued the new approach to turf management on the town's playing fields, which was begun in 2010. This turf management program has the goal of improving the safety and playability of the town's 39 acres of playing fields using the following program components:

- Greater use of organic soil amendments and fertilizers to build the long term sustainability of the soils.
- Increased core aerations with the addition of a much greater concentration of sports turf mix.
- Greater mowing frequency to improve plant health.



*Trees on and around Town Common damaged by Tropical Storm Irene.*



In addition to the turf management plan, regular maintenance was carried out throughout the year such as cutting grass, trimming shrubs, aerating playing fields, marking ball fields for baseball, softball, football, field hockey and soccer. All fields and parks were fertilized and brush was cleared from the air vents at all the town's schools.

Athletic Field Projects: All fields were aerated and fertilized during the year. Alumni Field at the high school was top dressed and reseeded in preparation for the start of the fall season.

The installation of a field irrigation system for the new soccer field behind the former Whitefield School was completed in the spring of 2011. This will allow the town to provide a fully maintained field for Wilmington's youth soccer players.

Engineering Division (658-4499)

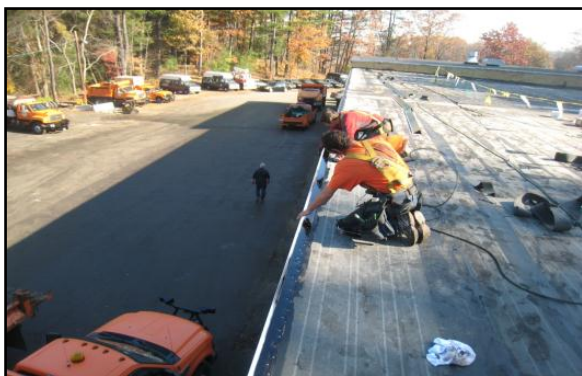
The Engineering Division assisted town departments, boards and commissions with engineering related projects. This included the review of subdivision plans, site plans and special permits for the Planning Board, Notice of Intent plan filings for the Conservation Commission and various Board of Appeals cases. The Division also established surety estimates for subdivision projects and performed construction inspections of subdivision roadways. In addition, surveying services and construction inspection were provided for various projects of the Department of Public Works.

*DPW Roof Replacement Project*



*Above: (L) Existing roof membrane, underlying fiberglass insulation and old built-up roof were removed  
(R) The gypsum deck was very deteriorated along the rear edge and was completely removed.*

*Below: (L) .040 aluminum edge was installed  
(R) Rubberized black granule modified bitumen cap sheet was installed over two base piles*



Water & Sewer Department (978-658-4711)

Water:

During the year, the Water Department completed the renovations of an existing wellfield, improved water system infrastructure and made necessary upgrades to operational equipment.

The Browns Crossing Wellfield Replacement Project that began in the fall of 2010 was completed. The new wellfield, now located in accessible areas that allow for future maintenance, will increase the supply of Town generated water. As part of the renovation, the aged, inefficient pumping equipment was replaced with new pumping equipment that meets modern day standards. Architectural and structural improvements to the pump station building were also completed.

The Water Department also had the three water storage tanks in town inspected and cleaned. The three tanks, Hillside Way Standpipe, Nassau Avenue Standpipe and Ballardvale Reservoir, were individually drained, cleaned and externally and internally inspected by a professional contractor. The contractor reported that there were no structural or major problems with any of the tanks.

A town-wide leak detection survey was performed on all 1,171 fire hydrants, 126 miles of large diameter water pipe and 7,471 water service pipes. During the survey, five leaks were found and repaired. The estimated leakage from the system was approximately 89,000 gallons per day. On average, the Town consumes approximately 2.2 million gallons of water a day.

A 2011 Ford F-550 utility truck was purchased to replace an aging truck in the fleet. The new, one ton utility truck will be capable of storing equipment used by Water Department personnel for scheduled maintenance and also for emergency situations such as water main breaks. The new truck will also assist in snow removal operations.

E. H. Sargent Plant, one of the two water treatment plants in town, had a new membrane roof installed. The previous roof, which was originally installed in 1989, had deteriorated to a point where repairs were costly and impractical.

*Roof Replacement Project at E. H. Sargent Water Treatment Plant*



*Drains were replaced with new cast iron drains*

*Two plies of a reinforced waterproof felt were installed in a cold applied asphaltic adhesive to the top of the insulation*



*Completed main roof*



Over the summer, a 1,500 foot section of 10-inch water main in Eames Street was replaced. The section, which ran from the railroad spur to Main Street, was replaced with 12-inch ductile iron pipe. The upgrade improves fire flow availability to the commercial area located in the southern end of town.

As in previous years, the Water Department continued to use in-house personnel and equipment to replace undersized water main. At a cost that is substantially less than hiring external contractors, the department replaced approximately 540 linear feet of undersized 2-inch pipe in 2011. Replacing the undersized mains with 8-inch or larger ductile iron pipe improves water quality, enhances water hydraulics and increases fire protection.

The 11 master meters in our system were inspected and calibrated. All were found to be in good condition and are reading accurately. These meters quantify the amount of water pumped from the following locations; the aquifer at the pump stations, water into the water treatment plants (WTP), water leaving the WTP and water withdrawals at the interconnections with Woburn, Burlington and the MWRA.

During the months of May and June, a water main flushing and valve-exercising program was performed. The department utilizes the flushing of mains to remove sediments and tuberculation that have accumulated in the water pipes. Approximately 6.5 million gallons of water was used to accomplish this task. This is a necessary procedure to generate the delivery of high-quality potable water to your home or business. At this time, all fire hydrants are inspected and repairs are made to any that are not in proper working condition.

We also asked all the owners of the 232 private yard hydrants if they would like us to check their hydrants for proper working condition. The majority of owners agreed to this complimentary service and 184 inspections were performed. Following these inspections, we provided the owners with a written notification of any repairs that were needed. We also lubricated any caps that were not easily removed. A detailed breakdown of those who did not participate or hydrants in need of repair was sent to the fire department for their knowledge.

The department maintains and repairs as needed; 126 miles of water mains, 7,471 service connections, 1,174 fire hydrants, 754 main valves, 3 storage tanks, 9 pumping stations and 2 water treatment facilities in the town. In addition, the department removes snow and ice adjacent to the fire hydrants and assists the Highway Division with roadway snow and ice removal.

Pumping Statistics:

<u>Wilmington Treated</u>	<u>GALLONS</u>	<u>CUBIC FEET</u>
Maximum per Day	2,693,086	360,038
Maximum per Week	18,169,169	2,429,033
Maximum per Month	78,604,757	10,508,657
 <u>MWRA Purchased</u>		
Maximum per Day	2,007,249	268,349
Maximum per Week	12,734,804	1,702,514
Maximum per Month	20,694,730	2,766,675
 <u>Combined</u>		
Maximum per Day	3,818,412	510,483
Maximum per Week	21,436,230	2,865,806
Maximum per Month	89,129,969	11,915,771
 Average per Day	 2,145,565	 286,840
Average per Month	65,260,933	8,724,724

	<u>GALLONS</u>	<u>CUBIC FEET</u>
Total Purchased (MWRA)	88,583,898	11,842,767
Total Treated (Wilmington)	694,547,304	92,853,918
Total Provided for Distribution	783,131,202	104,696,685
 Total Pumped from Aquifer (Raw)	 709,097,744	 197,550,602

Precipitation Statistics:

Annual Rain Fall (Inches)	52.58"
Annual Snow Fall (Inches)	95.50"

<u>Consumption Statistics:</u>	<u>GALLONS</u>	<u>CUBIC FEET</u>	<u>PERCENTAGE OF TOTAL PUMPED</u>
Municipal Use	10,736,912	1,435,416	1.4
Residential Use	434,192,458	58,047,120	55.4
Commercial Use	39,929,452	5,338,162	5.1
Industrial Use	236,484,628	31,615,592	30.2
Annual Water Main Flushing	6,495,030	868,320	0.8
Miscellaneous Hydrant Use	1,764,417	235,885	0.2
Total Accounted For Pumped	729,602,896	97,540,494	93.2
Unaccounted for Use *	53,528,306	7,156,191	6.8

\* The difference between accounted for and unaccounted for water consists of water lost to main and service breaks, unrecorded water use fighting fires, street sweeping and theft.

Water Distribution:

The following new water mains were constructed in 2011:

<u>In-House Water Main Improvements</u>	<u>Length</u>	<u>Size</u>	<u>Hydrants</u>
Thurston Avenue	260'	6"	1
Carter Road	280'	8"	

Water Mains Installed by Private Contractors

Eames Street	1,500'	12"
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Sewer Collection System:

Sewer:

The Sewer Department maintains approximately 20 miles of main pipe, 8 pump stations, 1,585 services and a septage receiving facility.

During 2011, the department continued to maintain and clean sewer lines as needed. Any discovered leaks, blockages or structural deficiencies were corrected as soon as possible. In general, the sewer system continues to be in very good condition.

Although the system is in very good, overall condition, the Sewer Department discovered that there was a deteriorated 515 foot section of sewer pipe on the north side of Industrial Way. Approximately 190 feet of the deteriorated sewer pipe was replaced with PVC pipe while the remaining 325 feet was repaired with a CIPPL (Cured in Place Pipe Lining) application.

There were seven service connections made to the sewer system during 2011.



# HUMAN SERVICES & CONSUMER AFFAIRS

## Library

### Community Starts Here

In 2011, Wilmington Memorial Library adopted the tagline “Community Starts Here” with a corresponding logo that communicates the value it provides to residents in a 21<sup>st</sup> century environment. Although information access is everywhere on a wide range of devices, the library provides a place for residents to connect: whether attending a concert or a movie, participating in a book discussion,

learning about e-readers, taking a cooking or a computer class, playing chess or building with Legos, we strive to offer diverse services and events that educate, entertain and put residents in touch with what they need in a welcoming and friendly environment that defines the Wilmington community. This past year illustrates how our new tagline rings true.



*Community Starts Here  
logo and tagline were launched at  
Summer Social*

### Wilmington Reads

In January, the library announced its 5<sup>th</sup> “Wilmington Reads,” where residents read the same book at the same time and then talk with one another about the issues found in a common book. The selection for 2011 focused on books written by Michael Pollan. Residents were invited to read one (or all) of the following books by Michael Pollan: *The Omnivore’s Dilemma*, *In Defense of Food* and *Food Rules*. In March, a variety of events were held to discuss and learn more about these complex issues and gain an insight into how the foods we buy and eat have a far-reaching impact. Joyce Chaplin, a history professor at Harvard University, was the keynote speaker. Her lecture on the history of food in America sparked a variety of questions from the audience. Wilmington Reads events that followed included: vegetarian cooking, organic vegetable gardening, a history of Wilmington as a farming community, bread baking, soda making and a tour of Wilson Farms in Lexington with a healthy and delicious lunch at Nourish restaurant.

Other events were held throughout the year to promote reading. Wilmington residents were invited to meet and hear authors William Martin in April and Hank Phillippi Ryan in November. Katie Huffman, Adult Services Librarian, led the “Page Turners” book discussions on the third Tuesday of the month at the library in the afternoon with an evening book discussion at Starbucks. Eileen MacDougall, Library Trustee, and Katie Huffman presented their annual book talk to the Women’s Club in March. Wilmington’s own Frank Kelly came by the library in June to sign copies of *Our Mr. Kelley: A Lifetime of Coaching and Caring* by Rick Cooke. The annual Summer Reading Book Brunch in June gave readers a chance to talk with others about what they are reading, get recommendations for the summer and learn about the details of the summer reading program *Novel Destinations*.



*Children’s Librarian Barbara Raab,  
Volunteer Gigi Shenloogian and Library  
Page Nicole Iosue at Community Fair*

### Community Fair

In September, the library hosted its second annual Community Fair on the “Swain Green.” Over 500 residents attended the fair, many of them chatting with representatives of 30 non-profit groups to find out about services and volunteer opportunities. The Community Fair also featured free henna tattoos, face painting, a children’s craft and storytime and a chance to win an e-reader. Many people came by to shop for fresh produce at the Farmers’ Market or to have their paper files shredded at the Pro Shred truck.

Another fair activity featured a cake decorating contest to celebrate the anniversary of Wilmington’s incorporation on September 25, 1730. Seventeen cakes depicting various Wilmington themes including the Baldwin apple, town buildings and places were entered in the contest in honor of Wilmington's 281st birthday. Hundreds of people came by the library to cast their vote for their top three cakes.



### Food and Music

The library hosted three “After Hours” concerts in 2011, offering inexpensive and quality entertainment and a chance to get together with friends and neighbors. In March, “Two Old Friends,” Mac McHale and Emery Hutchins, presented a combination of Irish music and American country music. In August, the library presented a “Summer Social” featuring the Dave Rasmussen Boiler Room Sextet. Attendees helped the library officially launch its new tagline and logo with a photo opportunity of everyone holding the “Community Starts Here” banner. In December, the Quintessential Brass delighted the audience with memorable selections from the past and a variety of holiday songs. Other music events this year included “Map of the Universe” (Indian influenced music) in February and “Strictly Sinatra” with Mel Simons in September.



*John Huffman provides instruction on how to make bread*

In addition to the Wilmington Reads food related programs held in March, the library also presented the following cooking programs in 2011: “Learn to Make Bread” in September, “Pie Making” in November and “Food Gifts for the Holidays” in December. A variety of other programs presented this past year include yoga and knitting in January, a pastel painting workshop and fly casting on Silver Lake in September.



*Brandy Danner and Kate Huffman  
Food Gifts for the Holidays*



## For Kids and Families

Children's programs continue to offer many opportunities for parents and children to come together for education and entertainment. Children were invited to sign up for the annual Summer Reading Program "One World, Many Stories." Registration totaled 568 with over 1,800 children attending a variety of special events, including the annual "Big Wheels" program featuring town vehicles from the Fire Department, Police Department and Public Works Department. Children also came to the library to enter the "Lucky Reader of the Week" drawing, guess the number of marbles in the jar, participate in weekly drop-in crafts and check out books to read for the fun of it!

The traditional storytime introduces young children to the library and to reading. This year storytime offerings were expanded in order to giving working parents a chance to experience storytime with their children. In September, drop-in storytime was added on periodic Saturday mornings and in December a PJ storytime was added on periodic Monday evenings. In addition, storytime for two year olds is now offered weekly instead of bi-weekly. "Family Movie Nights" showing newly released feature films were added to the offerings on periodic Friday evenings to encourage families to visit the library together. Lego building at the library continued to draw a crowd of children, proving that building together could be more fun than building alone at home. Other popular special children's events this year included "Eyes on Owls," "Bread Making," "Little Groove Band," "Sky Pirate Show" and "Australian Animals."



*Participants display their storytime tees.*

We celebrated National Poetry Month in April with our annual Poetry Contest. The 2011 theme "baseball" inspired over 230 poems from poets of all ages. The winners were invited to the library to read their winning poems and receive prizes and certificates.



An open house celebration was held on June 2<sup>nd</sup> to honor Children's Librarian Susan MacDonald who retired with 41 years of service at the library. Library patrons, former colleagues and town officials came by throughout the day to thank her and extend their good wishes. In a brief ceremony, Town Manager Michael Cairra presented Susan with a glass Baldwin apple given to Town employees upon retirement. Friends of the Library presented an Eric Carle lithograph for the Children's Room in Susan's honor. In July, Barbara Raab joined the staff as the new Children's Librarian.

## A Place for Teens

For many teens, the library provides a comfortable place for doing homework, finding information and gathering with friends. The small teen space in the library is crowded after school with teens on computers and working at tables. The library hosts events throughout the year where teens enjoy doing things together including video gaming, movie nights and craft and cooking programs. In May, the Massachusetts Department of Employment presented job hunting for teens. In the summer, teens enjoyed learning how to make freezerless ice cream, creating origami and getting free henna tattoos. The 2011 summer reading program "You Are Here" garnered 453 online book reviews from



*Teens complete homework at the Library.*

45 teens. In September, 35 teens participated in a virtual author visit with James Preller. The fall was a time to focus on college planning with events on how to write the college admission essay and college financial planning advice. Brandy Danner, Teen Services Librarian, presented book talks to approximately 375 teens in 21 classes in October at the Wilmington High School and 350 teens in an assembly at the Wilmington Middle School. A number of teens visited the library to check out some of the titles presented. The year ended with the annual "All You Can Read Buffet."



*After School in the Teen Zone.*

### Enhancing Service through Technology

Library staff helped residents understand the various e-readers and tablets on the market with an "E-Reader Petting Zoo" held in December. Many patrons took advantage of the opportunity to borrow one of the e-readers available, giving them a chance to test drive one before making a purchase. Introductory classes on Microsoft Word and Microsoft Excel taught by Technology Librarian Curtis Wyant were quickly filled and often had a waiting list. These classes were made possible with new laptops purchased by the Friends of the Library with the generous 2010 annual appeal donations. Volunteers also taught one-on-one basic computer classes throughout the year.

Thanks to the work of Technology Librarian Curtis Wyant, the library launched its new website in October, giving the community user-friendly virtual access to library services. The website is built on Drupal, an open source content management system. This software provides features such as RSS feeds that patrons can subscribe to for news and event updates. Patrons can also comment on blog posts and events, allowing for easy virtual communication between the library and its users.

The library offers patrons a variety of subscription databases and on-line services that includes access to newspapers, magazines, encyclopedias, technical books, foreign language tutorials, audio books, e-books, etc. In July, a downloadable music service became available to library patrons. "Freegal" provides access to nearly 500,000 songs from Sony's music catalog and is continually updated with new material. With their library card, patrons can download and keep three songs per week.



*Wilmington Reads tour Wilson Farms  
in Lexington*

Wilmington Memorial Library, along with 34 other libraries from the Merrimack Valley Library Consortium (MVL), launched a new catalog and circulation system over Memorial Day weekend. The new catalog is part of a move to the Evergreen, an open source library system. Although the implementation of the new system had some problems to be resolved, the expectation going forward is that Evergreen will provide users with more search options and a user friendly interface on the public catalog and in their patron account. We appreciate the public's patience with the bumps in the transition to the new system. Kudos to the library staff for its positive attitude in learning the ins and outs of Evergreen.

Technology will also help improve access to Wilmington's history. The publisher of the *Town Crier* signed a license agreement in November, giving the library permission to digitize the *Town Crier* archives back to the mid 1950's. Once this project is completed, the *Town Crier* archives will be available on the library's website. Digitization will make keyword searching possible and local history more accessible. This project is funded with a generous \$10,000 donation from the Wilmington Rotary Club, the support of the Friends of the Library and state aid money.

## Always Someone to Help You

Library patrons continue to give thumbs up on the quality of the customer service they receive. Here are a few of the comments received in our survey during National Library Week in April:

- *Always someone to help you. Look forward to going there and always greeted by a happy face.* Doreen Abruzzio
- *All the staff here are very helpful, friendly and go out of their way to assist in many areas of the library.* Steven Nason
- *It's my favorite place in Wilmington! I love the sense of community and friendliness of the staff.* Corrine Castrini

In November, Jenny Arch joined the staff as the new part-time Adult Services Librarian, replacing Laurie Lucey who submitted her resignation after the birth of her second child. Laurie had worked at the library since 2003.

## Stay Awhile

Our building continues to provide a valuable physical infrastructure in the community. Since the loss of the proposal for a new library in 2005, we have been trying to make space for people who come to the library to “stay awhile.” Residents want a library that offers them a quiet place to read and reflect and a place that they can meet in small or large groups. Meeting this need continues to be challenging in a building with less than 15,000 square feet. In January, the Public Buildings Department took down the walls of the local history room on the first floor in order to open up more space for tables and chairs in the quiet reading area. Outlets were added to accommodate more laptop users in this area. After Tropical Storm Irene, many residents who lost their electricity came to the library to use the library’s computers, Wi-Fi or just to relax and read for awhile in a warm and comfortable place.



*Yoga Class at the Library.*

## Community Support and Collaboration

In 2011, the Friends of the Library gave over \$27,000 for programs, museum passes, furnishings and equipment and staff training. We would also like to acknowledge the following organizations for museum pass support: Wilmington Sons of Italy, Wilmington Community Fund, Women of Wilmington and Wilmington Arts Council. Special thanks to the Wilmington Rotary Club for its \$10,000 donation for the *Town Crier* digitization project. Thanks to the Friends of the Library and the Wilmington Education Foundation for funding for Wilmington Reads.

The library participated in the Wildcat Community Service Program, providing volunteer opportunities for many high school students needing to earn community service volunteer hours for graduation. These students were invaluable in helping the library complete its rebarcoding project. Duplicating barcodes and moving them to the front cover on all library items will make it easier for patrons using self check stations and for moving thousands of interlibrary loan items between libraries.

During the month of December, the library helped out the Food Pantry with “Food for Fines.” Hundreds of bags of food were donated during the month by many who owed no fines at all.

Some of the community organizations that took advantage of the library’s meeting rooms include the Wilmington High School 4.0 Committee, Wilmington Recreation Department, English Conversation Group, Farmers’ Market, Wildwood School PAC, Democratic Town Committee, Republican Town Committee, Women’s Club, Women of Wilmington and Representative Miceli who uses the library to meet with constituents. The library’s new website now enables users to see meeting room availability, making it easier for booking.



## Marketing and Promotion

In May, the Massachusetts Library Association (MLA) presented a second place award for the Wilmington Reads brochure designed by Katie Huffman, Adult Services Librarian. The Friends of the Library purchased "Storytime" t-shirts for the children who attended the spring storytime session. We asked parents to have their children wear these t-shirts and share the storytime experience with other parents. The library's marketing and communication materials now have a defined color scheme and style that uniquely identifies the library with its logo and tagline. At the end of the year, we published our first quarterly winter events brochure. This brochure is being placed in businesses around town to make sure all residents are informed about what their public library has to offer.

## Looking Forward

We look forward to new opportunities to be innovative and responsive to emerging trends, keeping Wilmington Memorial Library relevant and valued by the Wilmington residents. This commitment is expressed in our vision statement:

*The Wilmington Memorial Library responds to the changing needs of the community, providing valued services and experiences in an inviting facility and connecting residents to their community and the world beyond.*



## LIBRARY STAFF

### **Administration:**

Christina A. Stewart, Library Director  
Charlotte Wood, Assistant Library Director  
Gloria Corcoran, Administrative Assistant

### **Adult Services:**

Katie Huffman, Reference and Adult Service Librarian  
Linda Pavluk, Circulation Librarian  
Ruth Ellen Donnelly, Adult Circulation Assistant  
Jenny Arch, Part-Time Adult Services Librarian  
Part-Time Library Assistants  
Carol MacDougall, Desiree Maguire, Maureen Walsh

Part-Time Library Pages  
Kaitlin Kinsella, Jonathan O'Brien,  
Samantha O'Leary, Nary Poll

### **Technical Services:**

Curtis Wyant, Technology Librarian  
Linda Harris, Assistant Technical Services Librarian  
Diane DeFrancesco, Technical Services Assistant

### **Youth Services:**

Barbara Raab, Children's Librarian  
Barbara Michaud, Assistant Children's Librarian  
Karen Whitfield, Children's Circulation Assistant  
Brandy Danner, Teen Services Librarian  
Barbara Bresnahan, Part-Time Library Assistant

Part-Time Library Pages  
Michelle Barnes, Amanda Bonnette-Kim,  
Carrie Cushing, Nicole Iosue, Sarah Johansson

## LIBRARY STATISTICS FOR 2011

Hours Open Weekly		
Winter		64
Monday through Saturday 9-5		
Monday through Thursday evenings 5-9		
Summer		56
Monday through Friday 9-5		
Monday through Thursday evenings 5-9		
Population		22,443
Number New Patrons Registered		1,010
Total Registered Borrowers		13,538
Number of library visits		140,618
Number of Items in Collection		58,838
Items per capita		2.64
Subscriptions		153
Museum Passes		11
Circulation		264,745
Circulation per capita		11.8
Interlibrary Loan		60,222
To other libraries	26,341	
From other libraries	33,881	
Requests Placed		48,652
Information Services		
Information Desk Transactions		10,922
Internet Sessions		22,137
Email Newsletter Subscriptions		1,992
Website Visits		174,804
Conference Room		751
Library	483	
Community	268	
Library Programs		381
Children's Programs	240	
Teen Programs	48	
Adult Programs	93	
Total attendance at programs		9,380
Children's Programs	6,780	
Teen Programs	456	
Adult Programs	2,144	



# Wilmington Arts Council

The Wilmington Arts Council is a dual organization giving out monies available from the Massachusetts Cultural Council and running the Wilmington Arts Center. We are the only Arts Council in Massachusetts which has the use of a public building and the Council is very grateful for that fact. Over the years the arts lottery monies have decreased and our figure for next year's allotment is \$3,870. The decision for who gets these awards were made in November of 2011.

We generally receive over 20 requests for monies to support individuals working in the arts, schools looking for enrichment programs, musicians looking to play at different venues, libraries for museum passes, actors and dancers for places to perform and singers for nursing homes. These are the things we consider when deciding who gets these requests fulfilled. The Council spreads the monies around to students and children, senior citizens, the Wilmington Library, the Recreation Department and art and music lovers. This year, and every year, the Council paid for two passes for the Museum of Fine Arts and the Isabella Stuart Gardner Museum available at the library. We are paying for two singers at the two Wilmington nursing homes and a play about W.C. Fields and Mae West at the Buzzell Senior Center. A dance class will be held at the Art Center. At the Wilmington Memorial Library Ruth Harcovitz will sing and Maichack Pastels will teach. The students from Shawsheen Valley Regional Technical High School visited the De Cordova Museum. Every year programs like these are investigated, selected and paid for by the Wilmington Arts Council. We hope the public will be looking forward to these programs.

We have been fortunate in 2011 to obtain a new artist to teach at the Arts Center. Fran Nola is a well known artist from North Reading. She has won many awards for her work in watercolor and acrylics. She is a member of the Reading Art Association and the North Shore Art Association (a group you must be juried into). Her class in Wilmington is called "Making Art." The use of watercolor, acrylics, pastels and pencil are all encouraged. Drawing, the basis of all art, is emphasized. Also teaching at the Arts Center are Louise Anderson and Susan O'Briant. Louise has been teaching watercolor at the Arts Center for over 20 years. Susan teaches oil painting, a very popular class. All our teachers are award-winning artists and very active in the local art scene.

The Wilmington Arts Center got lots of use in 2011. Our usual groups continue to rehearse at the center. The Merrimack Valley Chorus and the Stuart Highlanders Pipe Band continue to support the Arts Center and to watch out for our building. The local nursery school has their holiday party here in December, quilters quilt and the piano rings out with many recitals which are well attended by parents and grandparents. Our 31<sup>st</sup> Annual Art Show was a huge success this year. Every year we are told that our show gets better and better.

The Arts Council is very excited about a new art show coming to the Arts Center in the spring of 2012. The Wilmington High School art teachers will be arranging an art show of student work at the Arts Center with the Council's help. We are hoping this will be the beginning of a relationship with the high school to supply a needed resource to show student art work in Wilmington. We are also working with a Wilmington singer who is interested in teaching voice and helping people to sing in public. The Wilmington Arts Council is working hard to maintain our programs and building, to support the local cultural activity, to reach out and to go forth with new ideas.

## Sarah D. J. Carter Lecture Fund Committee

Sarah Davis Jaquith was born in Wilmington in 1832 and was married to Cyrus Lewis Carter in 1874. Before her death in 1907, she made a provision in her will stating "I give and bequeath to the Town of Wilmington the sum of six thousand dollars in trust to invest the principle sum and to expend the income in maintaining courses of lectures for the benefit of the people of Wilmington."

For over 100 years, the Sarah D. J. Carter Committee has honored her wishes by presenting interesting and entertaining programs to the Town of Wilmington. These programs have always been free of charge.

This year the Committee was excited to have “The Singing Trooper”, Dan Clark. We were fortunate that Dan, who travels the region and nation with his unique style of entertainment, could work Wilmington into his busy schedule. Dan appeared on stage at the Wilmington Middle School on October 28. Over 200 residents thoroughly enjoyed his show which was filled with numerous stories of his career between patriotic music, Broadway hits, Irish ballads and popular tunes.

The Committee is hard at work planning our next program to be held in the fall of 2012.



*Left to Right: Julia Doten, Ann Berghaus, Adele Passmore, Dan Clark, Andrea Houser and Ann St. Onge*

## Historical Commission



*Butters Farmhouse*

The Wilmington Historical Commission continues to educate our citizens of Wilmington’s rich history and strive to preserve and conserve our Town’s historical buildings and sites.

Rehabilitation work continues at the Butters Farmhouse. The Massachusetts Historical Commission awarded an \$8,000 matching grant to the Town which will be put toward the completion of work on the exterior of the house.

Work continues on our historic Town Pound which was relocated in 2009 to Middlesex Avenue. This year, a white cedar gate was added to the Pound through the efforts of Wilmington resident, Marion Bradford in memory of her husband. The project is expected to be completed in the spring of 2012.

The Hudson-Roman House on Church Street built in 1898 is one of Wilmington’s finest examples of the Queen Anne style of architecture. Members of the Historical Commission attended the new high school public forums to advocate for the retention of the Roman House, which is on the parcel of land on which the new high school will be built. The Commission would like this historic house to remain on its original location for generations to come.

At the close of 2010, the Trustee of the Richardson Estate on Woburn Street removed Wilmington as the beneficiary of the Estate. This property, which Ms. Winifred Richardson had envisioned to be used for agriculture, education and passive recreation is now the property of Historic New England and will be sold with historic deed restrictions. Historic New England did allow us to have many items having Wilmington significance which were in the house and barns. These items are on display at the Wilmington Town Museum at the Harnden Tavern.

In October, the Historical Commission co-sponsored a lecture at the Library called "The Gravestone Girls." This lecture on cemetery art, history and symbolism highlighted many of the stones and monuments found in Wilmington's cemeteries.

The annual Veterans' Day exhibit sponsored by the Wilmington Historical Commission was held in the Fourth of July building. This display of military photos and artifacts from the Town Museum collection was arranged by our Museum Curator. The Commission wishes to thank private citizens for their contribution to this display.



*Marsha Agostino speaks to Kindergarten students.*

The Wilmington Historical Commission continues to encourage and support our educational outreach programs. This involves a partnership with the teachers at all levels at the elementary, middle and high schools. Scheduled tours are always available at the Town Museum. We continue to work with youth organizations such as Boy Scouts and Girl Scouts to help them meet their community requirements.



*Adele Passmore speaks to Kindergarten students.*

The Historical Commission is proud to be a sponsor of many young men striving to become Eagle Scouts. This year Christopher Monteforte of Troop 56, under the direction of Museum Curator Terry McDermott, rebuilt the front walkway at the Harnden Tavern, rebuilt the stone wall next to the garage, stained the Carriage House stairs going up the hill and rehabilitated a back garden. A reception thanking Chris for his work was held at the Tavern in November.

During the holiday season, the Commission donated a historical-themed basket to the Women of Wilmington's "Festival of Trees" fundraiser. The Commission also decorated the Harnden Tavern, Scalekeepers' Office, Center Village Historic District sign at the Town Common, West Schoolhouse and Butters Farmhouse with Christmas greens.

Memberships in the American Association for State and Local History, New England Museum Association, Historic New England, National Trust Forum, American Association of Museums, Preservation MASS and the Woburn Historical Society were renewed.

The Historical Commission continues to oversee the activities at the Wilmington Town Museum at the Col. Joshua Harnden Tavern. We work closely with, and support the efforts of, Museum Curator Terry McDermott.

The Historical Commission thanks the Friends of Harnden Tavern for their hard work and support. Their annual Christmas Social continues to be a very enjoyable event. We thank the Wilmington Garden Club for their help with the Tavern gardens and Christmas Social. We also thank the Wilmington Minutemen for their support in the activities held at the Harnden Tavern.

A special thank you to the town administration for all their support in the Historical Commission's endeavors. In addition, we wish to thank the Public Works Department for keeping the Tavern grounds looking beautiful and the Public Buildings Department for their help; especially for the Tavern's new front steps.

The Wilmington Historical Commission meets on the second Monday of the month.

## Col. Joshua Harnden Tavern and Wilmington Town Museum

To "preserve and present...our community's history," is the mission of the Wilmington Town Museum at the Col. Joshua Harnden Tavern. With the constant support and encouragement of the Wilmington Historical Commission, the Town Museum has brought to its citizens the following programs, exhibits and events in the past year:

- February - *Be My Valentine! A Valentine's Day Exhibit*  
An exhibit of old time Valentines featuring a craft table to allow children to make Valentines of their own.
- March - *Wilmington As A Farming Community*  
This event was held in conjunction with Wilmington Memorial Library's "Wilmington Reads Michael Pollan" program. Participants met at the Museum for a presentation focusing on Wilmington's history as a farming community. The event included a brief lecture, photos of Wilmington's agricultural past, reminiscences from people who remembered Wilmington's farms and farming life and a discussion of how changes in our community reflect Michael Pollan's thoughts about where we get our food today.
- April - *Kindergarten comes to the Town Museum!*  
Students from the Boutwell and Wildwood Early Childhood Centers visited the Museum for a day of touring, crafts and games.
- June *Summer Fun Preview*  
A Sunday afternoon of games on the grounds of the Harnden Tavern, this was a preview of activities available on "Lunch and Games" days during the summer season.
- Flag Day*  
The Museum and Carriage House were open for tours on an evening when the Wilmington Company of Minutemen conducted their annual Flag Retirement Ceremony.
- July & August - *Brown Bag Lunch and Games*  
A fun way to spend a summer afternoon! Visitors were encouraged to bring a bag lunch to eat in the backyard of the Museum overlooking the Wilmington Garden Club's herb garden and to play old fashioned outdoor games.
- Wilmington Farmers Market*  
*On the Road – Across from Wilmington's Town Common*  
The Museum was fortunate to be able to participate in the Town's new Farmers' Market, presenting a history table at the market in July and sitting at the Community Table in August. The Farmers' Market was a great experience and a huge hit with Wilmington residents.



November - *A Reception for Eagle Scout Christopher Monteforte and Boy Scout Troop 56*  
A reception and plaque unveiling to celebrate the completion of Christopher Monteforte's Eagle Scout project to rebuild the walkway and a stone wall on the property of the Museum, to replant a perennial garden and complete other landscaping tasks.

November - *Veterans' Day Exhibit*  
*On the Road - At Wilmington's Fourth of July Building*  
The Museum was proud to present the fourth annual exhibit of veteran's memorabilia at the 4<sup>th</sup> of July Building following the Veterans' Day Ceremony on the Town Common.

December - *Annual Holiday Social*  
The Harnden Tavern's annual Holiday Social is a longstanding tradition and a wonderful way to kick off the holiday season! Members of the Friends of Harnden Tavern and the Wilmington Garden Club made the Museum a festive place with holiday greenery, floral arrangements, lighting and holiday refreshments. This year's entertainment was provided by Brownie Girl Scout Troop 62002 while students from Wilmington High School assisted at the children's craft table.

In 2011, the grounds of the Museum were greatly improved by the Eagle Scout project of Christopher Monteforte and Wilmington Boy Scout Troop 56. As part of the project, the front walkway leading into the Harnden Tavern building was completely rebuilt, as was a failing stone wall by the back outbuilding. Also, an overgrown perennial garden was rehabilitated, the outdoor wooden stairs were stained and a few areas were enhanced with stone. This work made a real difference to the Museum complex, with the improved brick walkway providing a more inviting entrance to the building, among many other benefits of the project. We are very grateful that the Museum was chosen to be the recipient of Christopher's Eagle Scout project.



*A Princeton Elm is planted at the Harnden Tavern by Zachary Perdicaro, Zachary Dancewicz and Aaron Dancewicz*

Other Scout troops have been friends to the Museum as well. Brownie Girl Scout Troop 62002, under the direction of leaders Lisa Ward and Debbie Consorti, not only provided entertainment at this year's Holiday Social by singing Christmas carols for the assembled guests, but they did so in period costume made by the group leaders. Many other Boy and Girl Scout troops, Cub Scouts and Brownies visited throughout the year and enthusiastically toured the Museum.

As always, the Museum received donations this year from many sources. Some of our donors this year included: Charlie Ballou, Polly Smith, Jim Durkee, Jane Hill, Marguerite Little, Christine Nelson, Bob Peterson, Paul Curtin, Lou Cimaglia, the Seabees, Wendy Proodian and Dora Ardolino. In addition, Historic New England made a large donation to the Museum of furniture and artifacts from the Winifred Richardson estate. We thank all who have contributed items to the Museum. It is through their generosity that we are able to continue to acquire objects that help us tell the story of our community.

The contributions of volunteers to the Museum are invaluable. Adele Passmore continues to be the creative mind behind many of the Museum's exhibits. Steve Berghaus maintains and enhances the Carriage House on an ongoing basis. Cassie Hurley has begun

organizing some of the Museum's paperwork and lent a hand preparing for, and working at, several Museum related events. John Olson, a local carpenter, reinforced one of our picnic tables when he saw that it was wobbly. The assistance of Wilmington High School students greatly enhanced many of our programs. Marsha Agostino, Christina Lucciano, Adele Passmore, Grace Carroll and members of the Wilmington Historical Commission assisted with activities when Wilmington Kindergarten students made a field trip to the Museum. Members of the Friends of Harnden Tavern once again presented a Holiday Social that was greatly enjoyed by all who attended.



*Brownie Troop 62002 and friends at the Holiday Social.*

The Museum works closely with many other town departments, either to maintain the Museum building or to create and promote the Museum's programs throughout the community. This year, the Public Buildings Department, in addition to their usual support of the Museum, installed new steps at the front of the building. Grace Carroll and Adele Passmore worked at the Museum through the Senior Citizen Tax Work-Off Program. The Museum worked with the Wilmington Memorial Library this year on several events, including participation in the Library's "Wilmington Reads" Program, with an event at the

Museum in March; the Museum also co-sponsored the Graveyard Girls program at the library in October and participated in the Library's Community Fair event in September. The Museum also worked with the School Department for the Kindergarten Field Trip to the Museum in April, the Town tour of historic sites for new teachers in August and provided high school students with volunteer opportunities. The Museum is privileged to work with the Veterans' Agent on the Veterans' Day Exhibit and has also had occasion to work with the Recreation Department and the Department of Public Works. Grateful for the support of these departments and the Town Manager's Office, the Museum looks forward to working with the Historical Commission in presenting another year of programs that entertain and educate the community.

The Town Museum continues to serve the community, onsite and at other locations around town (i.e. the library, the 4<sup>th</sup> of July Building.) Over 900 people of all ages visited the Town Museum in the past year.

Winter Hours

Tuesday & Thursday, 10 a.m. to 2 p.m.  
First Sunday of month, 2 p.m. to 4 p.m.

Functions

Wilmington Garden Club  
Holiday Parties

Community Use

Historical Commission

Monthly meetings

Friends of Harnden Tavern

Bi-Monthly meetings  
December – Holiday Social

Boy and Girl Scout Troops

Site Tours

Public Schools

Students' Historical Research  
Kindergarten Field Trip

Senior Center

Senior Citizen Tax Work-Off Program

Wilmington Company of Minutemen

Meetings

Wilmington Garden Club

#### Museum Programs

Children's Programs

Valentine Crafts  
Kindergarten Comes to the Town Museum!  
Summer Fun Preview  
"Brown Bag Lunch & Games" summer program  
Scout Troop tours

Adult Programs

Be My Valentine! A Valentine's Day Exhibit  
Wilmington as a Farming Community  
Veterans' Day Exhibit

Family Programs

Flag Day Activities  
"Brown Bag Lunch & Games" summer program  
Friends' Holiday Social

## Recreation Department

The Recreation Department's continuing goal is to offer high quality, relevant programs and services to the residents of Wilmington. The Recreation Department aims to provide solutions to new challenges faced by residents in evolving life situations. New residents can meet others, parents can find a wide variety of reasonably priced programs for their children to sample, "empty nesters" might take a class or enjoy theater or sporting event tickets and residents of all ages continue to reap the benefits of group travel and assorted fitness programs. The Recreation Department has been in full-time operation for 41 years. The Department is located in Room 8 at Town Hall. Office hours are 8:30 a.m. to 4:30 p.m., Monday through Friday.

The Recreation Commission, formed in 1953, acts in an advisory and policy making capacity. Volunteer members are: C. Michael Burns, Chairman; Sheila M. Burke, Vice-Chairman; Charles Biondo, Mark Kennedy and Laurie Robarge. Commissioners are active in various groups, committees and clubs throughout town.



*Hoping to catch the Big One.*

The Recreation Office staff remains small, with only two full-time employees (Director Deborah Cipriani and Senior Clerk Linda Kanter) and one part-time staff (Program Coordinator Karen Campbell). In addition, there are over 120 part-time and seasonal employees and over 250 volunteers who help to run the department's programs. The department offers, on a year-round basis, an ever-changing slate of activities for residents of all ages. While the office is open Monday through Friday, recreation programs are scheduled virtually every day of the week and into the evening hours.



A primary objective of the Recreation Department is to offer a wide variety of quality programs that are as affordable as possible. Registration fees remain low, especially in comparison to other towns or organizations. The department is funded by a variety of sources. The town appropriated budget provides for a full-time director and clerk as well as some limited supplies and staff training costs. Program fees fund the position of the program coordinator. A combination of program fees and donations heavily supplement the town-funded budget. We strive to keep fees and costs low by utilizing cost-saving methods including the bid process, fund-raising and in-kind services. We continue to search for innovative ways to generate funds to offset costs for the recreation consumer.

Volunteers are critical to the success of Recreation programs. Volunteers might find themselves spreading out candy for the Annual Easter Egg Hunt, coaching a T-Ball or Basketball team or serving breakfast to Santa, resident children and their families. We greatly appreciate our residents who give so generously of their time and most report that they also gain on personal levels by volunteering. We receive generous donations from local businesses and organizations. Some of these valuable contributors include: Century 21 (Starwood), CVS of Wilmington, Danversbank (Peoples United), Dunkin' Donuts of 321 Main St., Dunkin' Donuts of 195 Main St., Everett Lodge IOOF (Odd Fellows), Kiwanis, Lowell 5¢ Savings Bank, Lucci's, Market Basket, Mass. Fisheries and Wildlife, Reading Co-operative Bank, ReMax Encore Real Estate, Representative James Miceli, Reading Recreation Department, Shriners, Sons of Italy, Tewksbury/Wilmington Elks, Walgreens, Wilmington Arts Council, Wilmington Chamber of Commerce, Wilmington Community Fund, Wilmington Fire Department, Wilmington 4<sup>th</sup> of July Committee, Wilmington Police Department and the Wonder Years Learning Center.

The Recreation Department continues to improve and augment our program offerings to meet the ever-increasing demands for classes, activities, entertainment and travel experiences. We actively solicit suggestions for future offerings and encourage our talented residents to consider teaching a class. The department strives to meet the increased demand for children's programs by expanding the scope and number of these programs. Our holiday and seasonal celebrations enhance the sense of community and identify Wilmington as a unique town. They include the Easter Egg Hunt, Fishing Derby, Concerts on the Common, Horribles Parade, Santa's Workshop and our own Breakfast with Santa.

A mainstay of the Recreation Department is our sports leagues and programs. We consistently register hundreds of children each year for Jr. and Recreation Basketball Leagues. In an attempt to maximize the quality of our basketball leagues, we offer both referee and coach clinics. This year we added additional supervised basketball programs for older children to play "pick-up" in a setting less structured than a league. Other recurring and tremendously popular programs include: "The Rookies" T-Ball, Kinder Soccer, Volleyball and 35+ Basketball. Recognizing the benefits of physical activity, we have introduced new offerings this year that promote health and wellness including Round Robin Tennis, Basketball Warm-ups and a 5K Training Program.

Summer is extremely busy for the department as we offer a multitude of programs for families and residents. The Playground and Tiny Tots programs offer summertime recreation and socialization for Wilmington children. Other offerings include an opportunity to try something there is no time for during the school year. Some examples from this past summer include two basketball leagues that play outdoors under the lights in the evening, art classes, sailing and kayaking lessons on the Charles River in Boston, golf and tennis lessons and several sports clinics. We offered a variety of trips in the summer including a day trip to explore the lighthouses of Rhode Island and another entitled "Plymouth Rocks with Wine!" in which participants enjoyed a cruise on Plymouth Harbor, lunch and a visit to a winery. In addition, the Recreation Department is responsible for the oversight of the Silver Lake beaches.



*New lifeguard chair ready for sun-filled season*





*Chairs receive a new look thanks to the upholstery workshop.*

We continue to offer movie and event tickets at reduced rates and we are also able to secure tickets to “difficult to come by” events such as the Red Sox, Lowell Spinners, Bruins, Celtics and Disney on Ice productions. We offer tickets to local theater productions for shows ranging from “The Holiday Pops with Keith Lockhart” at the Lowell Auditorium to “Mary Poppins” at the Opera House, “Grease” at the Wang Theatre and “Norman, Is That You?” at the Newport Playhouse. Many residents turn to our quarterly flyer when making decisions for their entertainment options. We offer great gift possibilities including discounted movie tickets and gift certificates that may be redeemed for any of our programs or trips. Increasing numbers of residents are choosing to give the gift of travel and recreation programs, providing enhanced life experiences for their family and friends.

Our trips continue to grow in popularity as residents enjoy round trip transportation to and from Wilmington, reasonable prices and the ease of having a pre-planned itinerary. Perennial favorite day trips include New York City in May, October and December and monthly trips to Foxwoods Casino. New trips that were thoroughly enjoyed included a “Tribute to Patsy Cline”, a “Taste of Providence” and “White Christmas with Bing Crosby and Bob Hope”. During the summer the children enrolled in the Playground and Tiny Tots programs could participate in many age appropriate field trip excursions. We offer frequent theatre trips so that residents can easily purchase tickets to current offerings in Boston that include bus transportation, thus avoiding both parking and traffic hassles. In 2011 our overnight trips included: a Greek Isles Cruise in May, a Casino Escape to the Connecticut Casinos, a St. Patrick’s Celebration at the Beacon Resort in New Hampshire, a trip to the Grand Canyon of Pennsylvania, a Yellowstone and Grand Teton National Park Tour, a Red Sox Road Trip to Pittsburgh, a Patriots Road Trip to Buffalo, a weekend in Montreal and a trip to Atlantic City.

In an attempt to be as accommodating as possible, most Recreation programs can be registered for by mail or by drop-off in the Town Hall night slot. Our newsletter and many required registration forms are available on-line through the Town website, by accessing Recreation, followed by the link for “Recreation Matters”. Our newsletters are also available in Town Hall, the Wilmington Memorial Library and the Buzzell Senior Center. We hold special registrations outside of regular office hours for our most popular programs (Tiny Tots and Red Sox Ticket Sales). One of the most common requirements of the Recreation staff is to act as an information source. We answer a wide variety and large number of questions daily about local and regional services.

Wilmington is a suburban community, considered a “well located town”, with easy access to major roads, parks and beaches, sporting events, theatre, arts and museums. Today’s recreation consumer is searching for opportunities to access all of these area attractions, as well as local activities. The Recreation Department allows people to choose a new sport or science club, learn a new skill, socialize with fellow residents and enjoy recreation at a convenient location and at a reasonable price. These dynamics stress the importance of town support for the Recreation Department. The positive feedback and generous donations we receive are evidence of the appreciation of local residents and businesses for the Recreation Department. We are an ever-changing environment and a solution to the continual changing needs of our residents. The Recreation Department’s ability to adapt and our commitment to provide quality service is a trademark that we stand by.

## Elderly Services

The Department of Elderly Services is essential in the Town of Wilmington because one in five Massachusetts residents are now aged 60 or over and 14 percent are aged 65 or over. One-quarter of all households in Massachusetts include at least one person aged 65 and over. Eleven percent of all Massachusetts households are now composed of a person aged 65 and over living alone. The Town of Wilmington currently has 4,045 residents over the age of 60, a 29 percent increase since the year 2000. Therefore, it is imperative that the Wilmington Department of Elderly Services continue to be committed in providing resources and services to its elderly residents.

At this time we are facing a very unstable economy as stated in *Maturing of America*, “Due to the severe economic changes stemming from the Great Recession; communities have generally only managed to “hold the line” maintaining existing policies, programs and services to meet needs of an aging population.” This is not true for the Town of Wilmington, the Department of Elderly Services is extremely fortunate to be able to not only maintain our current programming, but also provide new and innovative programs and services.

The Department of Elderly Services offer several programs and services which include keeping seniors healthy, active and involved within their community. The Department strives to make certain elders have access to an integrated selection of health and social support programs; support families in their efforts to care for loved ones at home and in the community; and maintain services that ensure that older residents are protected from personal exploitation, neglect and abuse. The Department is extremely fortunate to have a full-time Case Manager, Laura Pickett, who provides the following services, but not limited to: conducting home visits, family consults and providing referrals to outside agencies, thereby strengthening this one-on-one connection between the elder and staff throughout the community.

The Department is also fortunate by having its own Buzzell Senior Center located on 15 School Street. There are approximately 60 to 80 elders who visit daily to participate in programs. The center has a unique opportunity to provide reliable information and activities to help elders manage and improve their health. It all happens in a non-threatening, non-medical environment with lots of peer support. We made evidence-based healthy aging programs part of our on-going wellness efforts. Through a free program offered by Lahey Clinic Community Benefits Program, we were able to offer an eight week Chronic Disease Self-Management Program and six week Diabetes Self Management Program. By offering these evidence-based programs, the Senior Center has made a real impact on elders’ health by teaching them to eat better, exercise more, reduce pain and manage chronic disease.

In 2011, the Department was very privileged to be the recipient, for the seventh year, of the Lahey Clinic Community Benefits Grant that further complimented the evidence-based programs. We received \$13,500.00, which was able to provide weekly Country Line Dancing; bi-weekly Aerobics Class by a Certified Aerobics Instructor, “SBF” (Strength, Balance and Flexibility) also by a Certified Aerobics Instructor, Yoga Class by a certified Yoga Instructor and Brain Yoga, training your mind and body to work together. As a result of this grant, all of these programs have incurred a large increase in attendance. There is an exercise program offered daily that compliments an array of elder’s abilities and needs. Elders have stated how it has helped lower their blood pressure, increase their ability to walk longer distances and as one elder happily stated “I can now do all of Market Basket shopping without having to stop and catch my breath.”

Other programs offered at the center are ceramic classes, nutrition classes, computer classes, arts & crafts, quilting group, walking group in collaboration with Harold Parker State Park, cooking classes, cribbage, pool and Bocce. Over 80 percent of these classes are led by volunteers who are dedicated individuals who graciously offer their time and energy.

The Department is fortunate to continue to receive grant funding from the Executive Office of Elder Affairs (\$21,952.00) which supports a part-time (20 hours a week) Outreach Worker, part-time (10 hours a week) clerk and part-time (10 hours a week) Program Coordinator. These funds also support the mailing and printing of our monthly newsletter, the "Buzzell Buzz." This informative and entertaining newsletter is written and edited by a wonderful group of volunteers. Without their time and dedication this newsletter would not be possible. The "Buzzell Buzz" not only provides information about activities and great photos of the Buzzell Senior Center but also about the many assistance programs such as prescription programs, Senior Tax Work-Off Program, Fuel Assistance program, food stamps, Medicaid applications, RIDE applications and other types of services that are available to the elders in the community. The newsletter can be found at the Buzzell Senior Center, the Town Manager's Office and the Wilmington Memorial Library. It can also be viewed on our town website.

The Department of Elderly Services would like to thank the residents of Wilmington for their support (at the Annual Town Meeting) to purchase a new handicapped accessible passenger van for our elders. Wilmington is extremely unique in providing free transportation service to all residents over the age of 60 years. Transportation is provided within a thirteen-mile radius of Wilmington with our full-time van driver. We are fortunate to have a van that is also equipped to accommodate a wheelchair along with its passengers. We are able to transport elders to include, but not limited to, their medical appointments, shopping and to the Buzzell Senior Center. The van continues to be a vital service to the elders of Wilmington. There were over 21,555 miles traveled in 2011.

The Department of Elderly Services continues to serve our home delivered meals program. This program provides the homebound elders of Wilmington with one hot meal five days a week, for the minimal cost of \$2.00 a meal. There are approximately 55 - 65 meals delivered daily, Monday through Friday, to the elders of Wilmington. Elders not only rely on these meals, but also the daily contact. The drivers are responsible to return to the Senior Center after their deliveries to give an update on the elders they visited. The elders and their families are assured that if there should be a problem during the time of the delivery, the elder will be assisted and the families will be notified. Overall, the home delivered meals program is a crucial part of the Department's services. A total of 12,027 meals were served to the elders in our community in 2011.

Another one of our continuing specialty programs is the "Medical Equipment Lending Program," a service that has increased in demand. Elders and their families can borrow equipment in order to stay home safely and assist in deferring the cost of such equipment. We offer wheelchairs, walkers, canes, bath chairs, benches and commodes. During the year 2011, we provided approximately 10-12 medical pieces of equipment monthly. We continue to receive calls from elders and their families as well as from the local Visiting Nurses' Association. We are also fortunate to offer electric wheelchairs, scooters and electric recliners as part of this lending program. The Department has the support of the Friendship Lodge in Wilmington as a resource for extraneous medical equipment that we may not have for those in need.

For the year 2011, the need for social services continued to increase: fuel assistance, health insurance issues, Medicare Part D program, filing property tax abatements and deferrals, prescription costs (Prescription Advantage Program), protective service issues (elder abuse) and including the age bracket of 50-59 that are often ineligible for government programs. With this emergent need, the Department continues to find themselves on the frontline of providing services and referrals and continues to work very closely with the Police and Fire Departments. This year there were 43 intense protective service cases where all three departments were very cooperative in providing the necessary services to protect and help these elders. This, in turn, has increased the amount of home visits by the Director, Outreach Worker and Case Manager. Case management is a collaborative process of assessment, planning, facilitation and advocacy for options and services to meet an elder's health and social needs through communication and available resources to promote quality outcomes. Collectively these services enable the Department to develop a bond of trust between our staff and elders.

Other monthly services include the Podiatrist, SHINE (Serving the Health Information Needs of Elders) coordinators Marilyn Penny, Charlotte Stewart and Shirley Estrella and Shear Pleasure (hair stylist). Annually, volunteer accountants from VITA (Volunteer Income Tax Program), beginning the first week of February through the second week of April, assist Wilmington elders with their income taxes at the Wilmington Town Hall Auditorium. For 2011, there were 185 elders served through this program, a nine percent increase from 2010, and several of them were able to receive additional refunds due to the "Circuit Breaker" tax break.

The Department has been able to develop wonderful intergenerational relationships with the students of Wilmington. Numerous studies show the benefits of intergenerational relationships not only for younger generations, but also for older adults. Elders who are involved in intergenerational activities often feel happier than those who do not participate. Some studies have also suggested that it increases physical, cognitive and social activity and helps improve health for an aging population as well as educational learning for children. This has proven true within our own community. This past year elders and students collaboratively produced "Wilmington Has Talent." This live performance was held in November at the Wilmington High School Auditorium. Students and elders worked hand in hand in producing this show with Audrey Reed, a volunteer producer. Everyone had so much fun and was able to appreciate one another and their individual talents. All proceeds from this show went directly to the Wilmington High School Scholarship Fund.

Another instrumental Wilmington High School student organization is Rotary Interact led by Jack Cushing. Jack and the students assisted throughout the year with our "Valentines Day Celebration" serving over 100 elders a "Harrow's Pot Pie" lunch and fresh homemade desserts. In May 2011, the students hosted a "Wilmington Trivia Night" at the Center. They provided a delicious dinner of hamburgers and hot dogs and Jack Cushing's famous chocolate chip cookies. Again in November 2011, over 85 students raked 12 elderly resident's yards. The elders were extremely appreciative for a much needed service.



*Rotary Interact members volunteer their time to rake the yards of local elders.*

On Wednesday, December 21, 2011, Wilmington High School hosted a "Strings Attached" performance orchestrated by Ward Dilmore and the Wilmington Music Department at the Wilmington High School Auditorium. Elders were able to enjoy a wonderful, live performance from the students, as well as by the Wilmington High School Chorus led by Wilmington High School Music/Drama Director Jason Luciana. The performance was followed by refreshments provided by Wilmington High School Medical Career Group and Sue Rowe, High School Nurse, and WHS Club led by Lisa Desberg, Wilmington High School English Department.

The Department tries to give back to the students of our community through the Wilmington High School Scholarship Fund. On Friday, June 3, 2011, the Department of Elderly Services was able to award two scholarships; this year's recipients were Chris Deacetis from Shawsheen Technical High School and Melissa Preziosi from Wilmington High School. Both students were outstanding volunteers to the Department and to the Town of Wilmington; the Department congratulates them and wishes them well in their future endeavors.



*Paz Mendoza learns the ins and outs of Wii from Joey Tavenese.*

In 2011 the elders were able to experience the Wii, an electronic gaming device thanks to Wilmington Middle School student, Joey Tavenese. Joey presented the Wii to the center as part of his community service project in receiving his black belt. He not only showed the elders how to play, but he donated a Wii gaming system to the center! As a result, there will be many virtual bowling competitions in 2012.



*Kids Cooking Green Celebratory Harvest*



*Young chefs prepare the vegetables.*



*Preparing homemade punch.*



*Displaying their veggie tray before serving to their family.*

The “Buzzell Bees” of the Department of Elderly Services participated in the Relay for Life of 2011. The team raised \$2,193.00 for the American Cancer Society, members were: Charlotte DeMarco, Susan Dembowski, Cerea Dembowski, Bertha Deprez, Mary D’Eon, Maureen Fiorenza, Jeanne Grant, Jane Hill, Stacey King, Terri Marciello, Paz Mendoza, Audrey Reed, Gayle Regan, Robin Theodos and John Wallace. The event was both exciting and emotional. There were several theme laps, decorative team sites and survivors sharing their inspirational stories. The Department was very proud to be able to share a small part of this noteworthy event.

The Giving Tree this year was a huge success, therefore we would like to thank the many residents that participated in our annual Giving Tree event and to Boy Scout Troop 56 for their continued support. This program would not have been possible without all the outpouring generosity from the Wilmington residents, the Methodist Church, Kiwanis Club, other local organizations and surrounding towns. There were over 250 recipients who were overjoyed with appreciation. Thank you for making this annual program such a wonderful accomplishment!

On Wednesday, April 6, 2011, the Department of Elderly Services celebrated its 25<sup>th</sup> Anniversary of the opening of the Wilmington Buzzell Senior Center. There was an Open House for residents to have the opportunity to see what the department offers for services and programs. Residents were able to enjoy viewing and participating in the many different programs as well as light refreshments and giveaways throughout the day. On Thursday, May 26, 2011 the Wilmington Department of Elderly Services recognized over 100 elders at a Volunteer Appreciation luncheon at the Center. They were recognized and thanked for all their hard work and dedication throughout the year.

We would also like to take this opportunity to thank the following for their generous donations in 2011: Dunkin Donuts on Middlesex Avenue for their daily supply of donuts. Tewksbury/Wilmington Elks for their Thanksgiving Dinner Dance that served 230 seniors this year, Rotary for their monthly donations for financially strapped elders and the Rotary Interactive Group and The Kiwanis Club. Also, to all the participants who volunteered at the 2011 Annual Holiday Crafts Fair making it a huge success!! All proceeds from this fair benefit the Buzzell Senior Center to help strengthen our programs and to develop new and innovative projects to serve our elders.

We would like to thank the Abundant Life Church for hosting several movie events throughout the year; Danvers Bank “Courtesy Crew” employees who assisted in our special homebound meal sponsored by the Wilmington Department of Elderly Services. On St. Patrick’s Day, a delicious homemade corned beef and cabbage luncheon generously sponsored by Peter MacLellan and cooked by Lou Cimaglia, was enjoyed by over 100 elders. A thank you to Filter Fresh for their generous donation of coffee and supplies; Middlesex Sheriff’s Department for providing an Italian dinner with dessert; Sons of Italy spaghetti and meatball supper, to the Kiwanis Organization for our Annual Summer Kick-off Dinner and Christmas Holiday Dinner at the Buzzell Senior Center. All of these organizations have been extremely generous to our Department and we would like to thank them for their continued support. A special thanks to all the clubs and businesses who donated generously for raffles and give-a-ways.

A special thanks as well to the Town Manager, Michael Caira, and all Town department heads for their ongoing support and assistance.

## Housing Authority

The Wilmington Housing Authority (WHA) is authorized to administer two housing programs in accordance with the Department of Housing & Community Development (DHCD) regulations for state-aided public housing and a small number of housing choice vouchers in accordance with the United States Housing and Urban Development Office of Public and Indian Housing (HUD) regulations (Federal Section 8 Certificate Program). The programs supply the Town with decent, safe and local affordable housing options. A five-member Board of Commissioners, consisting of four elected and one state appointed member, oversee the Authority's policies and procedures. The Executive Director is charged with the administration of these procedures.

At the close of 2011, the Wilmington Housing Authority programs provided state-aided affordable housing to 117 residents. The Elderly/Handicapped housing (Chapter 667) is located on Deming Way and our family housing (Chapter 705) is scattered throughout the town. As always, the Authority gives a preference on the waiting list to local Wilmington residents.

The DHCD provided emergency construction funds for the repairs to an underground hot water pipe on Deming Way. We also repaired a road drain on Deming Way that has been creating back up water problems for years. The pipe was excavated and the damaged part was replaced. We then installed a duck bill at the end of the drain to prevent back flow and debris from damaging the pipe in the future. The problem of standing water around Deming Way after storms has been resolved. The WHA did have the emergency generator at our 667-2 building replaced this year. The generator backs up the sewer pumping system.

The Housing Authority is prepared to submit to the state for approval a five year capital plan. The capital planning system that has been recently developed by the DHCD will allow the WHA to plan for a consistent flow of construction dollars each year. The total award to the WHA is \$227,298 to be allocated over the next five fiscal years. The formula funding program allows us to plan for the modernization and improvements to our developments, however, the amount of funds available falls significantly short of our actual need. We have had to weigh the priority of each project before submitting our plan. We will continue to be creative and resourceful maintaining our properties to keep them viable.

The Authority did not require a financial subsidy from the DHCD to manage our programs. The WHA finished the last fiscal year, which ended on September 30, 2011, having begun the recovery process by not being in a deficit. The state issued a 3% increase to our budget this fiscal year, after many years of zero and decreases. The limited budget makes our ability to fund extraordinary maintenance projects challenging. We will continue to achieve fiscal stability for our programs. Our Section 8 Program administrative fee schedule has been reduced by HUD. Our federal program is very small and cannot afford to suffer additional funding shortfalls. We are in the business of housing low income families, elderly and disabled community members and we continue to do this in spite of the lack of adequate state and federal funding.

We are grateful for the efforts of our Executive Director, Maureen Hickey and our Administrative Housing Assistant, Denise Brown who handle the day-to-day operations and ensure the programs run efficiently. Our long time maintenance man, Vito Varano, resigned from his position recently. We accepted his resignation heavy hearted and wish him well as he embarks on an early retirement. Mr. Varano served the Wilmington Housing Authority for over eighteen years and was loved by the tenants. Mr. Varano will be missed. The Wilmington Housing Authority is in the process of hiring a new maintenance person.

We also said good bye to Board Member, John Goggin. Mr. Goggin served on the Housing Authority Board for one term (five years). He served as Chairman, Vice Chairman and Treasurer. We will miss Mr. Goggin's sound opinions and penchant for proper meeting procedures. We wish Mr. Goggin the best.

We are fortunate to have the expertise of Mr. Martin Robb as Housing Management Specialist, Ms. Linda Lamont as Project Manager and Mr. William Miller as Construction Advisor, all from the DHCD.

Our continued thanks for the ongoing support and professionalism provided by Town Hall, the Department of Public Works, Police Department, Fire Department and Elderly Services. We continue in our efforts to work cooperatively with the Town and all its departments with a goal of delivering comprehensive services to our tenants.

We welcome your questions and comments. Please feel free to visit the Wilmington Housing Authority office located at 41 Deming Way, or contact us at 978-658-8531.

Respectfully Submitted,

Board of Commissioners

EXPIRATION OF TERM

Robert DiPasquale, Chairperson	April, 2013
Leona Bombard, Treasurer	April, 2015
Stacie Murphy, Vice-Treasurer	April, 2012
Gregory Bendel	April, 2016
State Appointee	Vacant



## Veterans' Services

The Department of Veterans' Services office is responsible for the needs of all the veterans and their dependents residing in Wilmington. It is the Veterans' Service Officer (VSO) to whom the unemployed, the indigent, the disabled, the ill, or veterans otherwise in need, first apply for assistance. The VSO interviews the applicants, determines their eligibility and files requests for assistance. The VSO assists in filing for all veterans' benefits, including the Massachusetts program for indigent veterans and their dependents (Ch. 115). The Town of Wilmington receives 75% reimbursement from the State for funds expended by the Town in accordance with Ch. 115. The VSO also assists Wilmington veterans with applying for all other State benefits such as tuition waivers, grants, student loans, annuities, outreach centers, counseling, tax exemptions, Massachusetts cemeteries, employment, Veterans license plates, etc.



*Director of Veterans' Services  
Louis Cimaglia*

Under the category of Federal Aid, veterans are assisted in processing applications for benefits including service-connected compensation, disability pensions, personal aid pensions, social security benefits, medical, education, housing, employment, medals, life insurance, death benefits and retrieving military records for veterans who, without such documents, would not be eligible for any benefits. The Wilmington Dept. of Veterans' Services has assisted veterans to increase the Federal benefits received through the Veterans Administration (VA) through compensation, pension and widow pension. Over \$2M a year is being paid to Wilmington veterans and their dependents.

The Department also works to coordinate public events such as Veterans' Day and Memorial Day observances. This past Memorial Day and Veterans' Day ceremonies were well attended by many Wilmington residents. The Department of Veterans' Services also assisted with the September 11<sup>th</sup> ceremonies that marked the 10<sup>th</sup> anniversary of the tragic events that occurred on September 11, 2001.

Louis Cimaglia, Director of Veterans' Services for the Town of Wilmington, also serves as the Graves Officer. He is responsible for the decoration of all veterans' graves in town on Memorial Day, and to carry out commemorative activities related to Wilmington veterans.

## Board of Health

The office of the Board of Health is located in the Town Hall at 121 Glen Road in Room 5 and the Public Health Nurse's office is located off of the foyer in the main entrance. The Board of Health consists of three members appointed by the Town Manager for staggered three-year terms. Serving on the Board in year 2011 were Elizabeth (Libby) Sabounjian, who served as the Chairman, James Ficociello, D.D.S. and Jane Williams-Vale, M.D. The Director of Public Health is Shelly Newhouse, R.S.



The Town has the service of Mark Masiello as a Food Inspector. The Public Health Nurse is Tina Scanlon, R.N. The Animal Inspector is Ellen Sawyer. The secretary for the Board of Health is Kim Mytych.

The administrative duties of the office includes issuing permits, reviewing plans for subdivisions, septic systems and other development proposals, issuing enforcement orders and citations, holding hearings, keeping records, attending meetings, operation of the Board of Health website and other regular administrative duties. The Board of Health meetings were generally held twice monthly, on the first and third Tuesday and usually at 5:30 p.m. Records of all meetings and other documents are kept at the office of the Board of Health.

Environmental field activities included inspection of restaurants, retail food stores, cafeterias in industrial buildings and schools, mobile food trucks, the Fourth of July activities, caterers and other temporary food stands such as the new Farmers' Market. The Farmers' Market was a new addition to the Town's summer events and it brought in 12-15 vendors each Sunday in the grassy area adjacent to the Fourth of July Building. Mostly food items were sold along with a few craft tables. Additional Board of Health responsibilities include percolation tests and soil evaluations, subsurface sewage disposal system inspections, recreational camp inspections, semi-public pool inspections, tanning salons, nuisance complaint investigations, hazardous waste investigations, housing inspections, smoking and tobacco law enforcement, lake water quality sampling, Canada Geese control, beaver control and other miscellaneous investigations and activities.

This year proved to be a challenging one in the Health Department due to the absence of Public Health Nurse Judy Baggs for the first six months. Judy was unexpectedly out for the first half of 2011 and subsequently retired after providing the Town with five years of service. In July of 2011, a new Public Health Nurse was hired. Tina Scanlon, R.N., became the Town's newest Public Health Nurse. Tina comes from the private sector nursing, with experience in the schools as a substitute school nurse. After a six month break-in period, learning the ins and outs of public health nursing, Tina has proven herself to be a welcome addition to the Board of Health. The clinical component of the Board of Health is primarily the responsibility of the Public Health Nurse. Department of Public Health mandated responsibilities include communicable disease surveillance, investigation and follow-up, adult and child immunization, Mantoux Skin Testing for Tuberculosis (TB) and TB Case Management. Non-mandated services include a number of health screenings and prevention and education programs for general wellness.

The Public Health Nurse is active in the Massachusetts Association of Public Health Nurses, Massachusetts Health Officers Association, School Health and Wellness Advisory Committee and Community Health Network Area (CHNA-15). She attended emergency management trainings through MEMA and FEMA. Tina was certified as a BLS (Basic Life Support- CPR/AED) Instructor through the American Heart Association.

Elder Services included weekly screening and education programs at the Buzzell Senior Center. Education programs encompassed current health issues, diabetes, heart disease, cancer, Alzheimer's Disease, fall prevention, food borne illness etc. In-home elder services provided were home safety evaluations, health assessments, administration of prescribed medications and referral to medical providers and service agencies.

The Public Health Nurse gave child and adult Hepatitis A and B, Tetanus, Pertussis, Measles, Mumps, Rubella, Polio, Pneumonia and Influenza immunizations in homes and in the office. Other in-home and in-office services include blood pressure, blood sugar and weight screenings, administration of prescribed medications, general health assessment and consultation and referral to medical, mental health and social work providers. CPR re-certification classes were held for Town Hall and library employees. These will continue into 2012. The Public Health Nurse continues as a site leader and training coordinator for the Board of Health Public Access Defibrillation Program. Automated External Defibrillators (AED) can be used by trained personnel in the event of cardiac arrest.

The Salvation Army Good Neighbor Energy Fund Program was administered. This program provides fuel and other energy assistance to income eligible residents. Referrals were made for assistance (basic living essentials and comfort and recreation services) to those in need.

An Employee Health and Benefits Fair was held in May in coordination with Director of Health Services, Doreen Crowe, R.N. A number of local health providers from the Wilmington community participated such as chiropractors, nutritionists, massage therapists and various sports clubs. Retired Public Health Nurse, Ann Fitzgerald, R.N. and Doreen Crowe, R.N. performed blood pressure screenings for town employees. In addition, Concentra provided cholesterol screenings and BMI calculations and Winchester Hospital performed bone density screenings. Special thanks go out to Wendy Martiniello who works in the Town Manager's office for all her extra effort and help in organizing the Employee Health and Benefits fair.

The Board of Health receives state supplied flu vaccines every year. This year proved to be a challenge due to budget cuts across all departments in the state. Our state supplied allocation was drastically cut by 70%. Therefore, this year was the first year that the Board of Health purchased flu vaccines privately. This was done to meet the demand of our residents for flu shots. With the vaccine arriving in the fall of 2011, the Board of Health held a Town wide flu clinic at the Town Hall and another at the Senior Center. Several small clinics were subsequently held in the Public Health Nurse's office. The public flu clinics were for all residents' ages five and up. School based flu clinics were once again held with the cooperation of all the school nurses and school department staff. Flu vaccinations are expected to continue into the beginning part of the 2012 calendar year. Daily surveillance for Influenza-like illness in the community is an ongoing effort by the Town nurse and school nurses. To prevent flu like illness, infection controls were practiced in schools and in all public buildings. Since the Health Department is a Mass Immunization Site, the department took advantage of a reimbursement program administered by the National Health Information Center (NHIC) and UMass Medical that reimburses towns for the program costs related to the seasonal flu vaccine. This year Kim Mytych took part in a training program to learn about submitting claims for reimbursement from various private insurance companies and Medicare for administering and administrative costs associated with the flu vaccination clinics.

The Director led the on-going activities of the Medical Reserve Corps (MRC). Both medical and non-medical members of the community are encouraged to join and become part of a public health emergency response team whose function is to respond to emergencies such as bioterrorism, hurricanes, vaccination planning and other such disasters. During the early seasonal flu clinics late this past year, MRC volunteers continued to work all of our planned clinics.

The Director served as a member for the Region 4A Coalition, a group of 34 communities designated by the Massachusetts Department of Public Health (MDPH). The coalition receives grant funding for local Boards of Health for emergency planning and infrastructure improvements for emergency response activities. In 2011, the Board of Health received grants and equipment from the region for improvements and upgrades for local emergency planning. In addition, the department also continued to use public health emergency response funds for flu clinic planning and preparation. The purpose of Public Health Emergency Management training is to develop an emergency ready Public Health Department.

With these grant funds from the MDPH, the Board of Health outfitted all the Wilmington Public Schools and public buildings with hand sanitizer unit refills. The Board of Health also replenished clinic supplies for both the Public Health Nurse's office and all the school nurses. Office supplies, training expenses and a new computer were purchased for the Board of Health office. The Director and the Public Health Nurse frequently attended training in relation to public health emergency response held throughout the year. Trainings are always funded by the Public Health Emergency Preparedness (PHEP) grant program.

The Department of Environmental Protection (DEP) held its annual seminar at the Wilmington Middle School. This annual seminar is conducted for health officers in the DEP Northeast Region and is hosted each year by the Wilmington Board of Health.

The Title 5 Septic System Betterment Loan Program, which began in 1999 and continued each year thereafter, received funding again in 2005 and was reauthorized in 2011. Loans were made to homeowners which are to be repaid to the town through the betterment process appearing on the regular tax bill. This was made possible by a \$200,000 grant from DEP and the Massachusetts Environmental Trust and will continue as encumbered monies are still available.

The Canada Geese Control Program has continued operations throughout the year in cooperation with the Massachusetts Department of Fish and Wildlife.

In a continuing effort to control the environmental impact of elemental mercury, residents can exchange fever thermometers containing mercury for digital thermometers at no charge at the office of the Board of Health. The office will also receive and recycle thermostats, mercury switches and any other items which contain mercury. The recycling of fluorescent light tubes containing mercury from the schools and public buildings continued and residents are encouraged to bring compact fluorescent lamps to Aubuchon Hardware, 2261 Main Street, Tewksbury for recycling. This recycling program is supported by outside funding at no cost to the Town of Wilmington.

The Annual Rabies Clinic was held April 2, 2011 at the Public Buildings Department on Church Street. A total of 200 dogs and cats were inoculated with rabies vaccine by Dr. James Kim of the Wilmington Veterinary Hospital. The next rabies clinic is planned to be held on Saturday April 7, 2012.

Funds Collected:

Reimbursements for Influenza shots	669.00
Nurse's Total Fees Collected (various testing)	0.00
Transport/Haulers Permits	7,000.00
Animal Permits	1,680.00
Funeral Homes	200.00
Percolation/Soil Tests	2,000.00
Sewage Disposal Systems Permits	11,300.00
Food Establishment Permits	20,295.00
Tanning Salons	300.00
Installers Licenses	4,300.00
Subdivision Review	0.00
Photo Copies	23.60
Recreation Camps	400.00
Well Permits	550.00
Rabies Clinic	2,010.00
Pool Permits	300.00
Housing Inspection Certificate Fee	0.00
Ice Rink	0.00
Tobacco Sales Permits	4,200.00
Mercury Reimbursement	<u>1,296.64</u>
<b>TOTAL FEES COLLECTED</b>	<b>\$56,524.24</b>

# Sealer of Weights and Measures

Effective July 1, 2008 the responsibilities of this position were assumed by representatives from the State Division of Standards. The following inspections were conducted by the Sealer of Weights and Measures in calendar year 2011 for the Town of Wilmington:

<u>Inspections</u>	<u>Number Sealed</u>
Tested and sealed supermarket scales	50
Tested and sealed pharmacy weights	10
Tested and sealed truck scales	9
Tested and sealed gas station meters	166
Miscellaneous	9

The Sealer of Weights and Measures maintains fairness in the marketplace.



*Louis Cimaglia, Director of Veterans' Services, reviews flag etiquette with local scout troop.*



# EDUCATION

## Wilmington Public Schools

The Wilmington Public School System has earned a reputation for educational excellence by creating exciting learning environments for our students, demanding the best from our talented staff and fostering cooperation and collaboration between our schools and the Town. We live in a community that always has valued education as an investment in our Town's future. On December 13, 1880, Edwin Eldes wrote to the "Gentlemen of the Wilmington School Committee" in his letter of resignation from the board, "When you visit the schools, will you please say to the scholars...they are fortunate in living in such a town as Wilmington is, and in enjoying the superior advantages of the Wilmington schools." One hundred thirty-one years later, the Wilmington Public Schools continue to strive to develop a community of diverse learners focused on ensuring that each student reaches his or her potential and achieves a foundation for joyful life long learning. Our community has done the right things for our school children.

The Wilmington Public School System has much to be proud of as we look forward to the 2011-2012 school year. Much has been accomplished. For the past five years Wilmington has concentrated energy and resources on the system-wide strategic plan. We are now in the process of creating a new plan. As President Eisenhower once said, "Plans are nothing; planning is everything." In the Wilmington Public Schools, we understand that the world is changing rapidly and will pose challenges to our children that we can barely imagine today. Only through proper planning can we give our children the sound, well-rounded education that will help them live and compete successfully throughout their lives.

Many jobs that our children are likely to hold have not even been invented yet. What should we be teaching our students and how should we prioritize, especially in times of diminished resources? These important questions will be addressed in the District's Strategic Plan, which we will write this year.

The foundation for the development of the strategic plan is the Wilmington Public Schools' continued commitment to high standards for student achievement. The new plan will also focus on the mission of the Wilmington Public Schools which states:

"The Wilmington Public Schools will provide a student centered education which fosters critical inquiry enabling the individual to be a productive citizen, respectful of self and others, capable of adapting to a changing world and its technology."

Wilmington prides itself on the value we place on public education. We strive to provide the highest quality educational experience for the children of Wilmington and to ensure that they have everything they need to succeed in the classroom, the art studio, the stage and on the ball field. Today's students will be the citizens and leaders of the 21st Century, heirs to a world that grows smaller and more interconnected everyday. It is our responsibility to educate, prepare and inspire all students to achieve their full potential as lifelong learners, thinkers and productive contributors to our global society.

Bringing the Wilmington Public Schools into the 21st Century must continue to be a priority this year. Research has shown that teachers are the most important factor affecting student achievement. We must define what constitutes a 21st Century education and provide the teachers with the tools they need to meet this goal. We must provide our teachers with the technologies they need in order to teach our students.

Collaboration, technology and personal reflection must be combined with new methodology and standards-driven curriculum to create a problem-based inquiry-learning environment. Our job is to create thinkers, leaders and problem solvers. As educators, our responsibility is stay ahead of the digital natives who enter our classrooms. Students must develop critical thinking, learning and study skills that take them beyond the classroom.

In the Wilmington Public Schools we are committed to preparing students for success by continuing to ensure that the K-12 curriculum offers a coherent course of study, yet remains flexible enough to allow for differentiation according to students' needs. Nothing is more crucial to the Wilmington Public Schools going forward than recruiting, retaining and nurturing highly qualified teachers who are prepared to give their best to Wilmington students. A strong professional development program, along with an effective system of supervision and evaluation, is key to realizing this goal. None of the challenges above can be met without strong, informed public support for the Wilmington Public Schools among parents, elected officials and citizens at large.

In the fall of 2011, the Wilmington Public School System welcomed 32 new staff to its instructional corps. In addition, Kate Burnham joined the system as Assistant Superintendent for Curriculum and Staff Development and Robert Arsenault returned as Interim Principal of the Woburn Street and Wildwood Schools. We said goodbye to Marlaine Potter, Director of Special Education, and welcomed Mary Houde as Interim Director. On August 31<sup>st</sup> we greeted 3,676 students as we opened our doors for a new school year.

The Wilmington Public School System has much to be proud of as we look forward to the 2011-2012 school year. Most importantly, the community has approved a new high school. My sincere thank you to the residents of Wilmington for coming out to vote in the election on December 6th and to Town Meeting on December 10<sup>th</sup>. Because of your support, the community will have a new high school. This new school will serve current students and future students for decades and will allow us the opportunity to provide the learning environment needed in order to teach skills for the 21st Century. The legacy you are helping to establish will benefit today's students and future generations of students.

The Wilmington Public Schools is proud to serve the town's students, parents and citizens. As a district, we are a reflection of our community. Education is something we value and share. It is this tremendous community support that drives us to improve. It is our hope that if Edwin Eldes were alive today, he would be writing the same message to the Town.

## WILMINGTON HIGH SCHOOL

This year has been an exciting time to be a member of Wilmington High School. After many hours of planning and preparation by the members of the High School Working Group and the Permanent Building Committee, the people of Wilmington voted to support the building of a new Wilmington High School. At a price tag of about 83 million dollars, the new facility will enable us to deliver a high quality, 21st Century education to the students of Wilmington. The anticipated building boasts larger classrooms, updated technologies, an additional 40,000 square feet of space and state-of-the-art science labs as well as a second floor walking track built into the gymnasium. Other aspects include a new turf football field, an additional athletics practice field, a much larger auditorium/music space and an interior open air courtyard. We are thankful for the support of the community and look forward to building a model school that will benefit future generations.



*High School student Lauren Azevedo sings the National Anthem at 9/11 ceremony.*

This year, we began our athletics season as one of two new members of the Middlesex League. After a two year wait, we jumped in with both feet. During the fall season, our athletes showed that we can be competitive in the new league and quickly made their mark as solid performers.

We welcomed several new staff members to WHS. Joanne DeMild, Michael Hildt and Diana Hill are new members of the Special Education Department. We also added Mark Linehan in the Science Department and Victoria Green in the Mathematics Department. They each bring a unique set of skills to Wilmington High School. We look forward to their contributions.

This year, we added an exciting new course to our elective options, Sign Language. After several student and parent requests, we were able to bring in a part-time instructor to begin two sections of the class. Over 50 students flocked to the new offering.



The Marketing class, in conjunction with the Life Skills Program, was able to open up the new school store called The Wildcat's Den. The store has enabled the Marketing students to work hand in hand with the Life Skills students to teach them the skills they will need for future success, interactions with people, counting and managing money and procuring and stocking inventory. To date, the store has been a huge success!

As a whole, our students are off to a strong start this year. Over 40 students made it to the state competition level at the local DECA conference in November. This is an impressive accomplishment for a program that is only three years old. Student Rachel Alatalo completed a 50 thousand word novel and Rachel Grabar was selected as Honorary Mention for the MIAA Essay and Poetry contest. Kristen Esdale was selected as the Superintendent's Leadership Award winner and was presented with a Certificate at a School Committee meeting. We are very proud of the accomplishments so early in the year and look forward to many more!!

### *Business Department*

The Business Department continues to thrive and grow with academic activities as well as extra-curricular activities available to challenge students. The business courses continue to offer a challenging curriculum fostering critical thought while providing opportunities for problem solving and course mastery.

Once again, students from Mrs. Canty's and Ms. Cool's Managing Your Money course participated in the U. S. Department of the Treasury's 2011 National Financial Capability Challenge in the spring of 2011. The National Financial Literacy Capability Challenge is designed to increase the financial knowledge of high school students in an effort to enable students to control their financial futures.

Our Managing Your Money students have continued to achieve great success in the Challenge on the national level. Students scoring in the top 20<sup>th</sup> percentile of the nation's scores were invited to attend a celebration of Excellence in Financial Capability in June 2011 at the Federal Reserve Bank of Boston in recognition of their achievement. The following students receiving this recognition were Allison Carroll, Brian Pickett, Jeffrey Favuzza, Courtney Cavanaugh, Brandon Wong, Jonathan Stratouly (Perfect Score), Andrea Simpson and Peter Ammon. Students who scored above the national average included Matthew Diorio, Andrew Hoang, Jess DeNorscia, Katherine Johnston, Jimmy Stein, David Hanson, Angelina Amato, Drew Cummings, Cat Parella, Dalton Rolli and D. J. Weaver.

Managing Your Money has become a graduation requirement beginning with the Class of 2015 to ensure that our students continue to be financially literate and acquire the skills necessary to make smart financial choices. In this course students learn about the importance of financial planning, budgeting, investing, credit, financial services and insurance protection.

The virtual Stock Market Game has continued to be one of the highlights of the Managing Your Money course. Over the course of a 10-week period, students have learned about stock basics, stock research and maintain a portfolio of stock investments. This year students have competed against over 700 teams throughout the state of Massachusetts. Our top team this year, Zachary Curley and Drew Foley, finished in 24<sup>th</sup> place!

The Business Department is buzzing with enthusiastic students who are signing up for new courses and participating in the school store.

One of the popular new courses being offered is Honors Sports and Entertainment Marketing. Students are learning about how sports franchises and entertainers make money as well as all aspects of marketing, management and careers within the field. Students recently had a chance to showcase their knowledge and creativity by presenting marketing ideas to marketing executives at The Hall at Patriot Place. The executives were impressed with the ideas Wilmington High School students developed to increase attendance to The Hall from student selected target markets.

The school is pleased to open the Wilmington High School store, named by students as “The Wildcat’s Den.” Students who are enrolled in Marketing, Accounting and Entrepreneurship classes work in the store as part of their curriculum. The students have run promotional campaigns to generate excitement for their product selections for Spirit Week and for the holiday shopping frenzy. Students run the store, select the merchandise and keep the financial records making this endeavor a fantastic investment made by the Wilmington Education Foundation who enabled the store’s existence through a grant. Life Skills students partner with the business students to run the store which makes this a great learning endeavor for all.

The DECA Club, which prepares emerging leaders and entrepreneurs in marketing, finance, hospitality and management in high schools and colleges around the globe, enhances the co-curricular education of students who are enrolled in a business course. The DECA Club has had continued success in competition at the District, State and National levels. Earlier this year, three DECA students and their advisor participated in the International Career Development Conference and Competition in Orlando, Florida. On December 16, 53 WHS students competed in the DECA district competition against eight other schools. Students answered a 100 question business test followed by a business role play where they developed a solution to a business problem and presented it to a business professional who rated their performance. Wilmington High School business students continually demonstrate their ability to think quickly on their feet and demonstrate critical thinking skills and creativity. As a result, WHS won 41 medals and those students will attend the State competition in March held in Boston with the aspirations of winning a top spot in order to compete at the 2012 International Competition in Salt Lake City, Utah. Additionally, 12 Life Skills students participated in the DECA District conference, enjoyed their own competition, received medallions and shared camaraderie with the DECA Club.

### *English Department*

The 2011-2012 school year is the English Department’s fifth and final year of curriculum renewal. The renewal committee members include the following six high school teachers: Cathy Daley, Lisa Desberg, Maureen Dolan, Meghan Estrada, Claire Hitschler, Mia Parviainen and John Lewis. The six department members are analyzing longitudinal MCAS data in chart and narrative form in order to evaluate trends and issues and strengths and weaknesses in student performance across a given year’s time span. Our target is to evaluate the data analysis in order to inform curriculum, instruction and assessment at various grade levels. All renewal activities align the department’s curriculum with year five of the school system’s Strategic Plan and the schools’ mission statements. The following contributions of the English Department members make a strong impact within the department and the Wilmington Public School system.

In October 2011, Ms. Maureen Dolan, Mrs. Meghan Estrada and Mr. Joseph Kleponis attended the New England Association of Teachers of English conference; they went to workshops on integrating technology, applying the new Common Core State Standards and differentiated instruction as it relates to the English classroom.

In November 2011, Ms. Mia Parviainen’s creative writing student Rachel Alatalo successfully completed National Novel Writing Month. During the month of November, Rachel wrote a 50,000 word novel. Ms. Lisa Bellavia and Ms. Parviainen advise the high school’s literary magazine, *Expressions*. *Expressions* is hosting an Open Mic Night in February 2012.

Mrs. Claire Hitschler wrote an article about utilizing Edmodo in an English classroom and it is featured in MassCue’s online magazine. Mrs. Hitschler also offers an MCAS preparatory class one day a week after school.

Mr. Kleponis is a published poet; recently, he was one of six finalists in the New England Association of Teachers of English (NEATE) 2011 poetry competition. At the NEATE conference, Mr. Kleponis read two thought provoking poems based on scenes in nature and shared his thoughts on the writing process, his inspiration and the art of poetry.



Ms. Marissa Bortone, Ms. Catherine Daley, Mrs. Claire Hitschler and Ms. Maura Lynch had WHS alumni and Vietnam veteran Mr. Fred Shine, come and talk about his experiences and how they related to those in Tim O'Brien's novel *The Things They Carried*.

The high school's English Department offers the following electives: Creative Writing and Language Arts Workshop taught by Ms. Parviainen, Expository Writing taught by Ms. Lynch, Film Studies taught by Ms. Dolan and Facing History and Ourselves co-taught by Ms. Desberg and social studies teacher Mrs. Maura Tucker.

Ms. Desberg and social studies teacher Mrs. Tucker took Facing History and Ourselves students on two separate occasions to see Paul Rusesabagina and Elie Wiesel, genocide survivors and human rights activist, in Faneuil Hall in October and November 2011. They also took their students to the Boston Holocaust Center North's Human Rights Awareness Program to see another Holocaust survivor and Rwandan genocide survivor as well as a Lost Boy from Sudan in November 2011.

Ms. Bortone and Ms. Lynch will be leading eight students to London, England in April 2012. There, they will head to Shakespeare's Globe Theater for a performance and interactive tour, to his home and to Anne Hathaway's home among other noteworthy sites.

Ms. Lisa Bellavia is the Class of 2015 advisor. Ms. Marissa Bortone is the Class of 2012 advisor. Ms. Lisa Desberg is the PEACE Club and the Club WHS advisor. Mrs. Meghan Estrada is the SADD advisor.

#### *Foreign Language Department*

The high school is pleased to announce that two classes of American Sign Language (ASL) are being offered each semester this year. Teaching ASL is Ms. Chanel Garcia, who worked for the last seven years in Wilmington as an interpreter for a deaf student who graduated in 2011.

Three languages instead of two are now being offered in grade 6 at Wilmington Middle School. Besides Spanish and French, there are now four sections of Italian. Our Italian teachers are Mrs. Lauren Fazio, who spent several weeks in July in Italy thanks to a Wilmington Educational Foundation Summer Travel Grant and Mrs. Rosangela Roman, a native speaker. The high school Foreign Language Department is now offering a three year sequence in Italian (Italian 1, 2 and 3) which will allow students to fulfill the language requirement for many state universities. This Italian program is funded in part by a grant from the Centro Attivita Scolastiche Italiane (C.A.S.I.T).

Congratulations to high school Spanish teachers Rebecca Martiniello and Alba Santana who both completed their MAT in Spanish degrees at Salem State University with Honors.

Seven high school students will be travelling to Costa Rica during April vacation 2012 for a 10 day stay. Staff chaperones are Ms. Pietro and Ms. Santana.

The Foreign Language Club hosted their Culture Festival on March 10, 2011 in the high school cafeteria. There were booths from many countries, traditional foods, entertainment, raffles and prizes. This event was open to the public and was extremely well-attended. The Club will host an international holiday breakfast for faculty and staff on December 22.

Curriculum Team Leader Joyce Beckwith was promoted to the rank of Officer in the Order of the French Academic Palms by the Ministry of Education in France for her efforts in promoting the French language and francophone culture across the United States. A medal ceremony was held at the residence of Mr. Christophe Guilhou, the French Consul in Boston, Mrs. Beckwith was also re-elected to serve a three year term (2012-2014) on the National Board of the American Association of Teachers of French (AATF). She also serves on the Board of the Massachusetts Foreign Language Association (MaFLA).

Italian teacher Daniel Indiciani was elected Secretary of the Massachusetts Italian Teachers' Association (MITA).

Cynthia Irish, Spanish teacher at Wilmington Middle School, won a two week scholarship in July to attend the Cemanhuac Institute in Cuernavaca, Mexico. She reported on her trip to Mexico at a session at the MaFLA Fall Conference in Sturbridge from October 26-26. Terresa Pietro, Alba Santana and Joyce Beckwith also presented sessions at MaFLA this year.

Spanish teacher Meghan Burns attended the American Association of Teachers of Spanish and Portuguese (AATSP) Annual Conference in July in Washington, D.C. Curriculum Team Leader (CTL) Joyce Beckwith attended and presented several sessions at the AATF Annual Conference, also in July, in Montreal, Canada. Three other teachers attended a summer immersion program at Lasell College, sponsored by MaFLA: Joanne Veliz in French and Rebecca Martiniello and Cynthia Irish in Spanish.

### *Guidance Department*

The Wilmington High School Guidance Department is committed to serving our students and their parents. Over the course of the academic year, the guidance team seizes numerous opportunities to reach out to our families and communicate important information regarding grade level issues, college planning, career exploration and personal and emotional well being.

In its second year of adoption, Naviance is being used to its fullest capacity. From career planning to college research, Naviance offers interest inventories, career guidance and post-graduate resources to help students realize their goals. The counselors introduced Naviance in January to grade 10 students in grade level seminars to familiarize them with the features of Naviance and to jump start interest in college and beyond.

The Wilmington High School Guidance staff believes that the college planning process demands a comprehensive approach. The counselors have worked diligently to develop programs that address the various stages of the process. Beginning in February, an evening program, Junior Parent Night, coincided with in-class junior seminars focused on the initial steps in implementing an effective college search process. In September, as a follow-up to this presentation, the guidance staff sponsored the Senior Parent Breakfast. At this open forum, the parents were given an opportunity to ask specific questions that may have arisen as they explored college options with their student. In 2011, this event was attended by 80 parents. Within a week of this presentation, the senior seminars were held in the high school library where students accessed Naviance and other college resources. Grade 12 students also met individually with their counselors where the finer points of college applications were discussed. In October, the high school guidance staff co-sponsored the Co-operative College Fair at the Shriners Auditorium. At this event the entire counseling staff was in attendance to answer questions and guide students to meet with college admissions representatives. Students were encouraged to attend this event which provided access to over 150 colleges and universities. In an effort to provide information about funding a college education, the guidance department presented a Financial Aid Night where a representative from a local university answered important questions about applying for financial aid. In addition, information about scholarship opportunities is maintained both in Naviance and the Scholarship Binder, which is located in the guidance office. The Alumni Roundtable, held during the college winter break, will welcome members of the previous year's graduating class who are eager to share anecdotes about college life. In January of 2011, 17 members of the class of 2010 returned to regale our future graduates with stories of their college experiences. Each of these events contributes to supporting students and their families in successful realization of future goals.

The Wilmington High School Guidance Department offers college preparatory testing through the College Board. One hundred eighty three students participated in the May 2011 Scholastic Aptitude test. In mid-October, the guidance staff administered the Preliminary Scholastic Aptitude Test to 226 sophomore and junior students. In addition, 154 students participated in the November Scholastic Aptitude Test. In conjunction with the WHS Advanced Placement curriculum, 87 students tested in the College Board's Advanced Placement Program under the direction of the guidance curriculum team leader.

To date, the high school counseling staff has processed over 784 college applications with over 53% of seniors applying to college. We are proud to announce that our students have been accepted to the following colleges: Babson College, Boston College, Bridgewater State University, Coastal Carolina University, Colby-Sawyer College, Curry College, Fisher College, Franklin Pierce University, High Point University, Hofstra University, Johnson & Wales University, Lasell College, Missouri University of Science and Technology, New England College, New England Culinary Institute, Northeastern University, Plymouth State University, Purdue University, Rivier College, Rutgers, The State University of New Jersey at Newark, Saint Anselm College, Salve Regina University, Simmons College, Southern New Hampshire University, Thomas College, University of Hartford, University of Maine, University of Massachusetts Amherst, University of New England, University of New Haven and University of Vermont

Members of the Class of 2011 are attending the following colleges: Arizona State University, Assumption College, Bentley University, Berklee College of Music, Boston College, Boston University, Brandeis University, Bridgewater State University, Bryant University, Champlain College, Colby College, Colby-Sawyer College, Columbia College, Connecticut College, Curry College, Dean College, Emerson College, Fitchburg State University, Florida Gulf Coast University, Fordham University, Framingham State University, Franklin Pierce University, Goucher College, Harvard University, High Point University, Hofstra University, James Madison University, Johnson & Wales University, Keene State College, Lasell College, Lesley University, Lyndon State College, Massachusetts College of Art and Design, Massachusetts College of Liberal Arts, Massachusetts College of Pharmacy & Health Sciences, Massachusetts Maritime Academy, Merrimack College, Middlesex Community College, Missouri University of Science and Technology, Newbury College, Nichols College, North Carolina State University, Northeastern University, Norwich University, Nova Southeastern University, Pitzer College, Plymouth State University, Regis College, Roger Williams University, Rutgers, The State University of New Jersey, Saint Anselm College, Salem State University, School of the Museum of Fine Arts, Simmons College, Southern New Hampshire University, Springfield College, Suffolk University, The New York Conservatory for Dramatic Arts-School of Film & Television, Tufts University, Unity College, University of Connecticut, University of Maine at Farmington, University of Massachusetts, Amherst, University of Massachusetts, Boston, University of Massachusetts, Dartmouth, University of Massachusetts, Lowell, University of New Hampshire, University of North Carolina at Wilmington, University of Rhode Island, Wentworth Institute of Technology, Western New England University, Westfield State University, Wheelock College and Worcester State University

### *Mathematics Department*

The Mathematics Department at Wilmington High School is comprised of 11 full-time teachers each teaching five classes and one curriculum team leader who teaches three classes. We have welcomed one new mathematics teacher this year that is starting her teaching career after recently graduating from Boston University.

The courses offered in the Mathematics Department range from Algebra 1 through AP Calculus. Beginning with the Class of 2014, students are required to complete 20 credits of mathematics in order to be eligible for graduation, making mathematics a four-year requirement at Wilmington High School. At this time our current juniors and seniors complete their three year program with Algebra 2 and may choose a fourth year of mathematics from one of our senior electives which include 2 programming courses, Algebra 3, Pre Calculus, Introduction to Trigonometry, Introduction to Probability & Statistics, Statistics, Honors Calculus AB and AP Calculus AB. We have also decided to include more options for our seniors and at this time we are proposing to include an Engineering Design course in our program for the 2011-2012 school year. We hope to introduce students to the different fields of engineering and also to the engineering design process. Many of our current ninth graders have completed Algebra 1 in grade 8 and are enrolled in Geometry this year. They will advance to Algebra 2 as sophomores. We anticipate a revision to our High School Mathematics Program over the next several years as we anticipate the need to expand our offerings as we begin our curriculum renewal process. This process has begun and several high school and middle school teachers are involved in this work. We have started this project with a series of visits to other high schools to investigate their programs and to evaluate our own. This work as well as our curriculum

work that is ongoing, will prepare us to complete the tasks of this process. Another aspect of this work requires us to align our curriculum to the Common Core Standards on which our newly developed Massachusetts State Standards have been based.

Our high school students continue to improve in our standardized testing. MCAS results were very positive again this year with a large percentage of our students scoring either in the Proficient or Advanced status. We continue to offer a Math Workshop course to our tenth graders as a preparation for the May exams. This course is designed to reinforce skills and to develop test-taking strategies. We also offer opportunities for extra preparation for eligible students through our Academic Support Services Program which is offered three different times during the school year and sometimes over the summer months. This program is funded by a grant which has been approved by the Massachusetts Department of Elementary and Secondary Education.

Our Advanced Placement testing in Calculus AB also demonstrates positive results with close to 100% of those tested achieving a qualifying score on the 2011 exams.

SAT Review classes are also offered through both the English and Mathematics departments. These classes are scheduled in the fall and also in the spring. Classes are offered in the evenings during the week and on Saturday mornings. The fall and spring sessions usually run for the six weeks prior to the SAT tests which are administered in November and December and in May and June.

### *Science Department*

During 2011, the Wilmington High School Science Department made advances on several fronts in its continuous pursuit of excellence. As a member district of the Tri-City Technology Education Collaborative (TRITEC) members of the department had the opportunity to participate in high quality targeted professional development. The opening course in the program that started in January was Physics: Electricity & Magnetism taught by Professor Arthur Eisenkraft of UMass Boston. Not only did Al Chasse, 8<sup>th</sup> grade science teacher at the Wilmington Middle School, enroll in the course as a student but the professor was also assisted by High School Physics/Chemistry teacher Jennifer Walker. The course was the first of a four part series to be delivered over the course of two years. In addition to receiving excellent instruction with direct classroom application, teachers also earn graduate credit which is offset by a modest stipend collected at the successful completion of each course.

As a means of working towards science literacy, students in Environmental Studies took part in the 2011 Essay Writing Contest sponsored by the Massachusetts Water Resources Authority (MWRA). The contest was open to students from the 61 communities served by the MWRA. The topic for the 2011 contest was "What a Clean Boston Harbor Means to Me". Melissa Dillon (2011) was recognized by the MWRA as a 2011 third place winner. Melissa was acknowledged at an awards ceremony in May at which time she was accompanied by science teacher Carol Mutchler and presented an additional acknowledgement by Representative James R. Miceli's office.

In November, biology teacher Dawn Martell was informed that Wilmington High School and her Biotechnology students had been selected to participate in the Biotech Futures program at UMass Lowell under the auspices of the MassBioEd Foundation. Only eight schools in the region were selected so it was quite an honor to have our students recognized and involved. The event was part of an ongoing effort to increase interest in careers in science, technology, engineering and math (STEM) fields. Lance Hartford, Executive Director of MassBioEd, stated that "This collaborative effort will allow the students who participated to apply science and theory to the practical world while participating in university labs. It is this blend of academic and experiential learning that provides students with the opportunity to fully grasp the wonders of science and career possibilities."



*Melissa Dillon accepts citation from Representative Miceli's office*



Wilmington Middle School was represented by 12 students at the 2011 Women in Science and Engineering (W.I.S.E.) program at Salem State University on March 15. Over 400 eighth grade girls from nearly 30 Massachusetts schools gathered for the all day conference which was designed to expose young women to the wide variety of interesting and challenging careers in mathematics and science (STEM). The students attended three different workshops led by women working in math or science focused fields. Many of the workshops included some hands-on activities to engage the students. The students were accompanied by 8<sup>th</sup> grade science teacher Jennifer Judkins.

Early in 2011, CTL James Megyesy was appointed to the Operations Board of the Governor's STEM Advisory Council chaired by Lieutenant Governor Timothy Murray. Mr. Megyesy also serves as the district contact for the Collaborative Project for Professional Development and the Northeast STEM Pipeline. Most recently he has taken on the role of serving on the Next Generation Science Standards Advisory Board (NGSS) for Massachusetts.

### *Social Studies Department*

Members of the Wilmington High School Social Studies Department continue to participate in History Connected, which offers professional development funded by a Teaching American History Grant, sponsored by the United States Department of Education. Through this grant teachers have the opportunity to participate in a History Book Group, School Day Seminars and a weeklong Summer Institute. One of the highlights of year two of History Connected came when Christian Appy, the author of *Patriots: The Vietnam War Remembered from All Sides*, attended the discussion of his book on April 25 and shared with the group personal stories from interviewing the many people featured in his book.

The Social Studies Department (grades 6-12) entered into Year One of the Curriculum Renewal Process in the fall of 2011. During the fall, members of the middle and high school Social Studies Departments, along with the Middle School Library/Media Specialist, began meeting to study the latest trends and issues in Social Studies Education. The group has also begun to conduct a Needs Assessment and to develop Content Standards, comparing the courses being taught to the MA Frameworks, the Common Core and other national standards associated with Social Studies education. The participants have also begun to investigate possible schools to visit in early 2012. The schools visited will be those currently utilizing the technology, instructional techniques and assessment techniques that we are looking to bring to, or refine in, our classrooms. By the end of the 2011-2012 school year the group will have written its Beliefs and Directions Statement, which will guide the group's future work.

## WILMINGTON MIDDLE SCHOOL

In 2011, we welcomed several new staff members to the Wilmington Middle School: Jessica Busch, Special Education; Katherine Castelluccio, Music/Chorus; Lauren Fournier, Mathematics; Grayce McCreary, Social Studies; Dana Robinson, Special Education; Lauren Whalen, Special Education and Cara Wojcik, Art. We welcome them to our Middle School team where, as a faculty, we keep focus on our mission statement: Wilmington Middle School will provide a safe learning environment for all students and will inspire academic and social confidence, promote citizenship and encourage responsibility resulting in well-rounded individuals.

Wilmington Middle School is fortunate to have well subscribed after school programs for students. The range of extra-curricular activities is as diverse as the talents and interests of our student body of 895 students. Eighth graders are leaders in our Student Council, organizing school dances, Spirit Week and charity drives/fundraisers. Our Math Team members and Future Scientists and Engineers of America work on problems and experiments that challenge their knowledge and hands-on skills. Drama Club features a cast and crew of over 80 students who put on our annual spring musical. Paw Prints, the middle school newspaper, is another creative outlet for students who enjoy interviewing others, writing stories and working with their peers. After School Sports attracts an active crowd who selects games and cooperative activities that get their heart rates up after the school day. Homework Club and Video Explorers also help students connect with classmates, stay organized and hone their reading and writing skills.



In January of 2011, the Wilmington Public Schools organized a Kindness Week where all schools in the district coordinated bullying prevention activities and programs. Sixth graders worked with The Academy of Traditional Karate, Inc. in physical education classes to build confidence and to encourage non-physical strategies and using your head to handle a bully. Seventh graders attended an assembly program entitled “Just One: Empowering Bystanders to Stop Bullying,” presented by the Melrose Alliance Against Violence. Eighth graders participated in a multi-media program (set up by Camfel Productions) called “Balance of Power.” This high-energy program discussed the themes of fairness, equity and facing adversity. Students were challenged to take responsibility for their choices and see the value of the obstacles they face each day. Students were inspired to reach for their dreams while, along the way, helping those around them to do the same. All middle school students and staff continue to use the lessons in our Second Step Violence Prevention curriculum focusing on Understanding the Problem, Training for Empathy, Anger Management, Problem Solving and Applying Skills.

In order to reinforce the health curriculum, seventh and eighth grades attended an enrichment program presented by New Beginnings. Bill Phillips emceed the program and introduced us to his good friend, former Boston College Eagle and former New England Patriot, Chris Sullivan. Both gentlemen spoke of their personal experiences with drug and substance abuse and how their addictions have impacted their families, their professions and their personal health. This powerful program was made possible by the Middle School funds raised during the annual Wilmington Educational Foundation’s Walk for WEF.

Congratulations to Foreign Language teacher, Lauren Fazio and Visual Art teacher, Neal Roberts for receiving Summer Fellowship Awards from the Wilmington Educational Foundation. Mrs. Fazio traveled to Spain and Italy where she ran with the bulls in Pamplona, visited the Coliseum in Rome and most importantly collected materials and primary source items to share with her students. Mr. Roberts was able to visit the many Smithsonian museums in Washington, D.C.: The Portrait Gallery, the American Art Museum and various art installations/sculptures throughout the city. His experience will serve as a foundation for eighth graders before their spring trip to see the art, monuments and architecture of our nation’s capital.

Mrs. Fazio’s tour of Italy was quite timely as we initiated an Italian program for sixth graders in August of 2011. Over 80 students selected Italian as their language of study in grade 6. Students are exposed to the alphabet, the numbers, conversational phrases and culture in this introductory course.

Sadly, Wilmington Middle School suffered the loss of a friend, colleague and mentor. Doug “Chern” Chernovetz passed away suddenly in early August. Students, staff and the community mourned the social studies teacher who was regarded as a talented coach, a strong motivator and a collaborative co-worker. Students and staff paid tribute to this educator and outdoorsman on November 23, 2011 with a student vs. staff basketball game, “The Chernament of Champions” and the announcement of the Douglas J. Chernovetz scholarship. Students and staff respectfully paid homage to Doug and his motto, “Not learning is not an option.”



*Tommy Dunnett, Grade 8, with Principal Christine McMenimen and Maureen Noone as their class studies the Middle Ages*

Learning is the priority at the Wilmington Middle School as students expand their knowledge in the areas of technology, collaboration and project-based learning. Students have become experts on using the flip-cam to teach others, projectors, document cameras and edmodo (a social network where teachers post homework and students reflect on what they are learning). Eighth graders in Discovery house researched a world leader and presented orally, and in writing, the leader’s contributions to today’s society. Computer Literacy students filmed, narrated, edited and formatted a 30 minute video on Winchester Hospital for its Centennial Celebration. Seventh grade science students made connections to their math learning with a unit on estimation and measurement. Sixth graders studying

Ancient Civilizations opted for projects that showed their strengths and their knowledge of the Neolithic Revolution. Students displayed facts about humans learning to produce food through farming and herding on interactive posters, creative songs, student-authored websites and plays.

### *English Department*

Mrs. Jeanne McGonagle attended the Best New Young Adult Books workshop led by former chair of the Newbury Book Award. She shared Web 2.0 tools as they relate to English Language Arts (ELA) and Differentiated Instruction with the department. Ms. McGonagle is also working with literary professionals and her sixth grade English Language Arts colleagues, Mr. Brian Caira and Mr. Michael Mahoney to decide on a new sixth grade anchor book based on text complexity and the lexile measure. Also, Ms. McGonagle is leading a Wilmington University book club offering for middle school teachers.

Mr. Caira serves as the co-advisor to the Wilmington Middle School student council alongside math teacher Nate Melbourne. There are over 40 eighth grade students in the council who are responsible for organizing and participating in school wide events and community service projects.

Mrs. Dotty Bowen, Ms. Jill Olson and Ms. Kristin Smith took their students to see a live performance of Dickens' tale "A Christmas Carol" at the North Shore Music Theater.

Mrs. Bowen, Ms. Olson and Ms. Smith are having their students partake in a simulated MCAS long composition prior to taking the MCAS in March. They will use their students' performance to inform instruction accordingly.

Ms. Diana Kole and Ms. Olson are the WMS Drama Club faculty advisors. Over 80 students are members of this club, which is open to all student actors, singers, dancers and artists. The club will be performing the musical "Seussical" in March 2012. This show will be directed by both; specifically, Ms. Kole will be the choreographer and Ms. Olson will be the musical director.

Ms. Kole, Mrs. Missy Simmons and Mr. Rick Cain are researching a better eighth grade summer reading choice based on the theme of bullying.

Mrs. Simmons organizes the eighth grade Washington D.C. field trip. Students make a connection to the eighth grade ELA curricula when they explore the United States Holocaust Memorial Museum (USHMM). A major cornerstone of the grade eight curricula is literature that is based on the experiences during the Holocaust. Students read "The Diary of Anne Frank" and "Summer of My German Soldier" and also learn many aspects of the historical implications, but most importantly learn about tolerance, acceptance and what truly makes a human being a hero. Visiting the USHMM allows students to experience this part of history and human nature.

Mr. Cain plans to lead a Wilmington University offering on writing conventions as it relates to the new Common Core State Standards.

### *Social Studies Department*

Wilmington Middle School was greatly saddened by the unexpected death of 7th Grade Geography teacher, Doug Chernovetz. Mr. "Chern," as he was commonly known, touched the lives of many students and staff members during his career in Wilmington. Students and staff remembered Mr. Chernovetz on November 23 with a special basketball "Chernament," which saw the eighth graders square off against members of the faculty. The game was followed by the dedication of a special plaque to Mr. Chernovetz. Plans were also announced to establish a scholarship fund in the name of Mr. Chernovetz. It was a touching tribute to a teacher, friend and colleague.

Members of Mr. Chernovetz's family were on hand for both the basketball game and the dedication of the plaque and appeared to be deeply touched by the outpouring of support for Mr. Chern.



*Chernament of Champions – Kellie Souza, Bridget Sullivan, Andrew Medros and Steven Godfrey*



## NORTH INTERMEDIATE SCHOOL

There are currently 312 students at the North Intermediate School in grades four and five. There are seven fourth grade classrooms, seven fifth grade classrooms and one language-based classroom at the school. Our students continue to have access to a broad academic curriculum that includes Reading/Language Arts, Math, Social Studies and Science. Students also participate in a variety of specialist periods each week. Music, Art, Physical Education, Library/Media, Health, Chorus and DARE provide students with a well-rounded curriculum. Our students continue to participate in the Second-Step anti-bullying program.

We continue to work to update and improve our technology program. We are into our third year of implementation of the Renzulli Learning System in both grades 4 and 5. Renzulli is a web-based program that is designed to help students achieve by focusing on their strengths, their interests and the ways they like to learn and express themselves. Students are put in touch with engaging individualized resources, specifically chosen for their interest areas and learning styles. We also continue to utilize the Study Island Program. Study Island is another web-based program that includes specific instruction, assessment and reporting of student's performance. All lessons are built directly from state academic standards. We continue to utilize Smart Boards, a mimio device, In-Focus projectors, digital visual projection devices, Mimeo Vote and Kindle e-books to provide students with access to the latest technologies as well as the Internet. Mrs. Peachey, our library media instructor, continues to expand her use of our E-Instruction Classroom Performance System (CPS) in her classes. Through the assistance of the Wilmington Education Foundation (WEF) we were able to purchase a GradeMaster 600 Scanner. This allows us to quickly and efficiently grade student assessments as well as electronically store student data for future use.

Improving our school-wide performance in math has been a primary goal at the North Intermediate School this year. Our students continue to participate in the Math Facts Challenge. Students are evaluated on a weekly basis on their ability to complete math facts problems in a timely manner. Students are tested in the four basic math operations (addition, subtraction, multiplication and division). As they successfully complete each operation they are rewarded by their classroom teachers with a pencil which recognizes their achievement. When all four operations have been successfully mastered students are awarded a certificate and have their name and picture added to our "Math Facts Superstars" bulletin board. We implemented three before and after school math programs this past year. Both the Renzulli and Study Island programs were utilized to assist students in preparation for the Math MCAS exam. Two of our teachers started a Math Olympics challenge program for students after school as well. Our annual Math Immersion Day took place in April, prior to the spring MCAS math testing period. Curriculum Improvement Time has been utilized for staff to develop math lessons that focus on identified areas of weakness based on MCAS and Math benchmark testing data. All of these efforts led to overall math improvement on MCAS scores in 2011.



*Holiday Craft Project*

Under the direction of school guidance counselor, Rebecca Farnham, the North Intermediate School implemented a new peer leadership program this year. This program was designed to expand on the positive aspects of both the peer mediation program and student council. Students were elected, from each grade five classroom, by their peers to represent the school as student leaders. These students, called the "NorthStars" have taken on a leadership role with several community service projects. They helped raise over \$500 to assist students at our sister school in Wilmington, Vermont. This school received significant damage as a result of Hurricane Irene. They collected hats, scarves and mittens to donate to the Wilmington Clothing Pantry prior to the holidays. They helped organize an after school holiday craft project where over 100 students came

together to create crafts which were donated to local nursing homes. In cooperation with Wilmington Community Television (WCTV) these students are being trained how to operate digital video equipment. Ultimately, they will be charged with creating a video yearbook for the school.

Communicating with parents and the community continues to be a top priority at the North Intermediate School. Three primary forms of communication are used. E-mail continues to be the quickest and most efficient means of communicating information in a timely manner. All staff regularly communicates, both among themselves and with parents, via e-mail. Secondly, we use our school website as a means of communicating more general school information. Lastly, and often in conjunction with our website, we continue to utilize the Alert Now phone information system. We have found that sending out phone/e-mail messages to alert parents of upcoming events, and/or directing them to the website for more detailed information, is both timely and efficient.



In October, the Massachusetts Department of Elementary and Secondary Education and the Massachusetts Department of Public Health presented the North Intermediate School with a Bronze-Level Massachusetts School Wellness Award. The featured wellness program at the North is called “Physically Fit Friday Health Tips.” Each Friday morning our school nurse, Jane Ferrara, broadcasts information to the student body on how to maintain a healthy lifestyle. Always spiced with humor, her weekly health tips are very well-received. The North was recognized for going above and beyond what is required to ensure a safe and healthy learning environment.

Safety continues to be a high priority at the North Intermediate School. In order to ensure the continuous improvement of these practices, the safety committee meets regularly to discuss ways to implement new procedures to address our changing needs. We have continued the process of providing room keys to all teachers and staff members and to require all volunteers complete CORI forms and all staff members wear I.D. badges. Visitors and volunteers are also required to wear badges whenever they are in the building for any reason and all staff members are required to have CORI checks completed. Various fire and emergency drills are conducted regularly to ensure readiness in the case of a real emergency. In the fall, we successfully conducted our second full school emergency evacuation. All students and staff safely and quickly evacuated the building. It is an ongoing goal of the North Intermediate School and the Wilmington Public Schools to anticipate any possible emergency situation and to develop a plan to ensure the safety of all students and school personnel.

The North Intermediate School is extremely appreciative of the PAC for its ongoing generous support of our school and its programs. The fundraising activities they sponsor each year generate a considerable amount of money for programs and materials that benefit the school and enhance the curriculum. They provide enrichment programs for our students and generously purchase a variety of materials for the school. One recent purchase was a new laminating machine for the school. This year’s enrichment activities have focused on Math and Anti-Bullying. Two PAC-sponsored activities that are extremely well-received are our annual Girl’s Dance and Boy’s Night Out. The North Intermediate School is grateful for the hard work and support of the PAC. We recognize it is the combined efforts of parents and teachers that create an atmosphere for learning which strives to meet the needs of each child and fosters the well-being and success of all students.

## WEST INTERMEDIATE SCHOOL

The West Intermediate School prides itself on creating a positive environment; greeting children by name and making each child feel valued as members of the school community. The West Intermediate School staff is always working together to improve the quality of our instruction and our service to community. We had relatively few changes in the staff in the year 2011. Kristen Meritt, grade five classroom teacher, left the West Intermediate School permanently, and her position was filled by Chelsea Lembo. In Art, Cara Wojcik was added to the West Intermediate and Wilmington Middle School staffs.

Staff members participated in continued professional development activities that support the District Strategic Plan and the North and West Intermediate Schools Improvement Plan. We continued with our web-based programs including Renzulli Learning, Study Island and other Web 2.0 tools. In our classrooms, most teachers are now using Mimeo devices coupled with projectors, a set-up that allows direct student interaction with any program being used. We hosted a Family Math Night this fall, which was met with great enthusiasm. We have continued to expand our use of technology in both teaching and in student work, further ensuring that our students are provided the skills they need to become 21<sup>st</sup> century learners.

In the classrooms, we participated in many activities in addition to our academics. An important goal at the West Intermediate School is to instill in the children a sense of personal achievement and social awareness, particularly around bullying behaviors. The Second Step program has been very successful in teaching empathy and good decision-making skills to our students. We continued with our Explorer Day, Poetry Day and Math Immersion Day; participation in Wilmington Fire Department's Toys for Children In Need, collecting food for the local food pantry, the annual winter coat drive sponsored by Anton's cleaners and Box Tops for Education.

In October, the Massachusetts Department of Elementary and Secondary Education and Massachusetts Department of Public Health presented the West Intermediate School with a Bronze-Level Massachusetts School Wellness Award. The featured wellness program at the West is called "Recess Before Lunch." They recognized the West Intermediate School for going above and beyond what is required to ensure a safe and healthy learning environment. In gym, the children participated in the Five Minute Fitness Run, where every child in the school ran for five full minutes without stopping. In art, children participated in the Reading Municipal Light Department's T-shirt contest; made pottery, murals and collages that we displayed throughout the school. In music, the children performed a wonderful holiday concert in December. Our Wilmington Education Foundation (WEF) fundraiser walk in October was again a huge success, securing funds for use in the upcoming year.



The Wilmington CARES program operates daily from the West Intermediate School and is an integral part of our school community. Kerin Ritchie is the site coordinator at the West Intermediate School. In addition to regular daily activities, she has also arranged for the children to attend sessions at GymStreet USA and for groups of children to spend time working on crafts projects at the Wilmington Health Care Center, which is a nursing home and rehabilitation center.

The Shawsheen/West PAC continues to support grades one to five at both the Shawsheen Elementary and the West Intermediate Schools. They provide Student Planners and West T-shirts for every child. They fund enrichment programs, which included Mister Magnet, Techsploration/Simple Machines and Cryogenics. The PAC also organized additional activities such as the Ice Cream Social, Holiday Gift Fair, Grade 5 Student Yearbook, Family Game Night and the Grade 5 Yearbook Signing Party, which is the final farewell to the fifth graders as they prepare for middle school.

## SHAWSHEEN ELEMENTARY SCHOOL

The Shawsheen Elementary School continues to serve students in grades one through three. We also house three special education classrooms: one is a multi-grade language based classroom serving students who present with academic challenges; the second classroom is a multi-grade classroom serving students who have a diagnosis that falls within the Autism Spectrum (Pathways) and the third classroom is a multi-grade program serving students with severe special needs that include both academic and medical challenges (Reach). This year a new speech and language pathologist was hired, Mrs. Kendra Stich. We also have a graduate student, Ms. Laura Kelley, assigned to our school as part of the Merrimack College Fellowship Program. In addition to working in one of the special education classrooms, she is also a student teacher in a grade two classroom.

With a focus on student achievement and student performance on standardized tests, the entire staff worked throughout the year in grade level and specialty groups, under the guidance of the Elementary Literacy Coordinator, Mr. Jerry LaPointe. During these meetings, staff analyzed student data from past assessments, which was provided as a result of investigations completed by the school's Data Team. In addition, staff conducted a concentrated look at the implementation of the Houghton-Mifflin Reading Program. It was concluded that knowing the reading ability level of each student and instructing students at the recommended small group, guided reading times was instrumental to student progress and achievement.

The need to administer ongoing assessments in order to collect and analyze data to inform instruction remained key to designing lessons geared to the specific needs of the students. To this end, all first and second grade students were administered the Gates-MacGinitie Reading Test in the spring. The results from this test provided teachers with current reading skills for their students. Additionally, this data was given to receiving teachers at the beginning of the school year so they would have some initial baseline information for each of their students.

Both the first and second grade teams are involved with the Response to Intervention (RTI) initiative. They collect ongoing reading information on each of their students by conducting benchmark assessments throughout the year, helping them to determine the best interventions to be provided for all students to aid them in realizing steady reading progress and achievement. It has also been helpful in the early detection of at-risk students and getting them the necessary assistance to achieve.

In addition, all teachers administer benchmark testing in math three times annually. Once again, the information collected from the assessment results provide teachers with more comprehensive data about their students' math skills. Finally, teachers will be conducting benchmark testing in reading using the Fountas and Pinnell Reading Assessment System. The results will assist teachers in determining the exact reading level of each of their students, which will greatly assist with reading instruction.

School-run initiatives continue to support and celebrate student learning. The Math Word of the Week Program provides students with a weekly word aimed at building their mathematical vocabulary and understanding of a variety of math concepts. Students also participate in the Math Facts Challenge Program to assist them in learning the basic math facts in addition, subtraction, multiplication and division. The outcome of the program is to help each student earn a Math Honor Roll Certificate.



*Students prepare for the weekly Math Word of the Week drawing*

The Reading Incentive Program continues to be offered to highlight the importance of reading nightly. Last year's Reading Incentive Program, "Paws for Reading", witnessed a good amount of student participation. Students earned a monthly charm held on a chain with a final incentive of a special end of the year school assembly with a surprise visit from Willie the Wildcat.

The Powerful Pencils Bulletin Board proved to be a wonderful opportunity for us to display the creative writings of the children. Each classroom takes a turn to exhibit writing pieces completed by students. At the Shawsheen, we remain committed to make reading/language arts and math vital to a child's learning experience.

As we prepare students for the 21<sup>st</sup> century, the staff members have been committed to integrating more technology in the classroom. As a result of grant opportunities, offered by the Wilmington Education Foundation (WEF) and the School Business Partnership, teachers have been awarded funds in order to purchase technology to be integrated in their classrooms to enhance their instructional practices. Several classrooms are now equipped with multi-media projectors and mimios. The computer lab was relocated and a ceiling-mounted projector was installed so teachers could conduct lessons during their weekly visits to the lab.



To assist third grade students with test-taking strategies, especially in preparation of the MCAS, the Shawsheen School once again offered an after school assistance program. All third grade students were invited to attend this program conducted one afternoon a week, for one and one half hours per session, for a six week period. Lessons are designed by a program coordinator and instructed by staff members. The lessons focus on specific test taking tips while using reading comprehension and language arts as the content areas. New this year, an after school assistance program was offered to students with special needs, following a similar program and content as the test taking program. Finally, a before school assistance program focused on math concepts and skills was provided for third grade students who would be targeted to benefit from extra reinforcement math practice. These assistance programs have been well received and attended.

The Shawsheen faculty remains dedicated to working with students in becoming responsible citizens, respectful of one another. All staff members have been trained with respect to anti-bullying procedures, adhering to a protocol established by the district. The "Golden Rule" remains a steadfast guide for all interactions. The school's guidance counselor ran weekly lessons to reinforce positive and productive student interaction, using the Second Step program. The assistant principal and guidance counselor jointly conducted a character education program called, "Eight Keys to a Better Me." Each month a presentation on a specific value, such as responsibility and kindness, is provided for students during lunches that will become the monthly focused value. It is our goal to take proactive measures to help students learn how to make the right social and behavioral choices.

During this past summer the Shawsheen School had new windows and doors installed. As a result of this face lift, the exterior of the school building looks remarkable. In addition to the cosmetic impact, the new windows and doors prevent water leakage during storms as well as being more energy efficient. We thank the Town of Wilmington for allocating the funds to have this project completed.

The Shawsheen Elementary School remains committed to providing excellent educational opportunities and experiences for all students in a safe learning environment. We are able to achieve this goal as a result of the dedicated collaboration and contributions of all school community members including students, parents, public safety departments and the staff.

## WOBURN STREET SCHOOL

This year the Woburn Street School has a total enrollment of 472 students in grades one, two and three. There are seven first grade classrooms, eight second grade classrooms, seven third grade classrooms and one special education language based classroom. New staff members this year include Ms. Keriann Bartley who has taken the special education teaching position in the language based classroom. Ms. Niamh Daly has transferred into the position of special education service provider for grades one and two. We also have two graduate students from Merrimack College with us this year. Ms. Julie Fisher and Ms. Erin Murray are part of the Merrimack Fellowship Program and will be helping out as they finish their schooling. We also have Ms. Casey Meagher, an intern from Simmons College, working with Mrs. Traci Jansen in a third grade classroom.

With the help of our School Advisory Council, we developed a 2011/2012 School Improvement Plan to guide us in the coming year. The first goal in the plan is to expand the use of AIMS web (an RTI assessment and data management program). Training will be provided for first and second grade staff in RTI and AIMS web to help support them in this endeavor. Included in the expansion of AIMS web and RTI will be scheduled interventions, benchmark testing three times a year and monthly progress monitoring. In first, second and third grade Mr. LaPointe, the elementary literacy coordinator, will be training teachers in the Fountas and Pinnell Benchmark Assessment System. This assessment system will be useful in obtaining an accurate reading level for all students. The second goal is to improve math instruction and student achievement. The elementary math coordinator, Terri Buscemi, will provide support and training for first and second year teachers with the curriculum. The math vertical team, made up of teachers, administrators and the math coordinator, will continue to examine ways to differentiate math instruction in the classroom and report back to the staff on their continued progress. In addition, the math coordinator and the vertical math team will work on the benchmark testing for grades one through three and develop ways to utilize the data received from these tests.

Another objective that the Woburn Street School is focusing on this year is communicating effectively with parents about curriculum and school initiatives. The Math Family Night was held in the fall and was very successful with support from staff, families and administrators. In the upcoming months we look forward to planning information sessions for parents on Reading Eggs, Title 1 and more about the RTI process.

The Woburn Street School was pleased to utilize the funds raised from the Wilmington Education Foundation (WEF) last year to purchase leveled reading materials for grades one through three. The materials were organized this summer to create a literacy closet which all teachers can utilize to help in differentiating instruction in small groups. In addition, the school recently received four grants through the Innovative Teacher Grant Program sponsored by the Wilmington School/Business Partnership. Mr. McInerney will be trying out some new math manipulatives in second grade. In first grade, Ms. DiNicola will be using some dry erase markers and crayons for math. Mrs. Simons will be working with her students using story grammar markers. Selected teachers from each grade level will have an opportunity to work with recorder pens for reading. We are excited to use these new tools and expand their use to other teachers and grades. We are also continuing to expand our use of technology by encouraging teachers to continue to incorporate new technology tools into the delivery of daily lessons. Projectors, Smart Boards, Web 2.0 tools and web-based programs enhance the curriculum and provide new and creative ways to deliver instruction.

The annual Reading Incentive Program continues this year to encourage children to read at home. Our theme is “Kick it up and Read” and the children have been busy reading each day to complete the program’s requirements. In an effort to encourage students to utilize Study Island and Reading Eggs at home, we will be promoting a whole school goal and creating a school bulletin board to increase home/school technology usage.

The Woburn Street School has established a Student Council this year. Mr. MacDonald and Mr. MacCrate meet regularly with the group of third grade students to work on school goals and community support programs. They have helped to coordinate Coats for Kids, Toys for Wilmington Children through the fire department and a school wide anti-bullying pledge. In the future months they will be working on a school wide Study Island goal.

The Woburn Street School is fortunate to have a long and cooperative association with the Northside PAC. The PAC sponsors a variety of fundraising activities to generate money for programs and materials that benefit the school and enhance the curriculum. The PAC regularly provides enrichment programs for our students, as well as providing a variety of materials each year. The Woburn Street School is extremely grateful for the hard work and support of the PAC.

## BOUTWELL EARLY EDUCATION CENTER

The Boutwell Early Childhood Center is a school dedicated to the education of young children. The Boutwell Early Childhood Center is fully staffed. It is a comprehensive early childhood site that is home to an Integrated Pre-school Classroom, a Substantially Separate Pre-school classroom, five Kindergarten Classrooms and the Bridge Program. In addition, the Boutwell houses an Extended Day Kindergarten Program (CARES).

The Wilmington Public Schools is in its fifth year of full day Kindergarten at both Early Childhood sites. The program is five hours and fifteen minutes in duration daily. The children have a morning snack, lunch period and recess each day. The Boutwell Early Childhood Center is able to offer a multi-faceted learning experience to the students, which includes participation in physical education, music, art, library and computer lab. There is a Reading, Math and Science Program in place, which carries through to the elementary school. Special Education services are available for those students who qualify and need assistance in the areas of Speech and Language, Occupational Therapy, Physical Therapy and Resource Learning services. In addition, there is a Reading Specialist on staff at the Boutwell Early Childhood Center. The Reading Specialist focuses on reading support and enrichment to the Kindergarten students.



The Pre-school Program continues to be a half-day program, Monday through Thursday. The Integrated Pre-school Program has adopted the Pre-K component of the Houghton-Mifflin Reading Language Arts Series. It introduces pre-school students to the Alpha Friends, which is the cornerstone of the Reading Program. The children are also involved in many thematic units of study within the framework of the pre-school curriculum. Both the Pre-school and Kindergarten curriculums are aligned to the Massachusetts Curriculum Frameworks.

Student Progress Reports are submitted to parents in January and May, and reflect the Frameworks as well as curriculum initiatives. Math, pre and post, testing is completed on each Kindergarten student. The Dibels Benchmark Assessment is in its third year as a screening tool in the area of early literacy and is administered to each kindergarten student three times a year. The Houghton-Mifflin Reading/Language Arts Program and Trailblazer Math Program are firmly established in the Kindergarten curriculum. Our Kindergarten classes also maintain book buddies with West Intermediate students. The Harcourt Brace Science Program continues to be an integral part of the Kindergarten curriculum. The focus is on inquiry and exploration of the natural and physical world.

The Boutwell Parent Advisory Council (PAC) has been a strong and involved presence at the Boutwell Early Childhood Center this year. Members of the PAC work closely with staff and administration. The enrichment programs funded by PAC, which included "Rising Stars", "Pioneer Living" and visiting authors, have greatly enhanced curriculum. PAC has brought families together with such events as, Movie Nights, Family Fun Night and the Ice Cream Social. Their contributions to the students and families, has been instrumental in developing a sense of community at the Boutwell Early Childhood Center.

Our School Advisory Council (SAC) is another opportunity to involve parents. It includes representatives of parents, teachers and administrators from both the Boutwell and Wildwood Schools. Their charge is to develop a School Improvement Plan that is based on safety, security, curriculum and building initiatives.

Two performances are held during the school year under the direction of our Music Specialist, Pre-school and Kindergarten staff. In January, a winter concert was presented to parents and friends. This year's theme was "Winter Fun." In April, parents were treated to a program that celebrates community. It is the culmination of a month long unit of study of the Town of Wilmington and the world around us. Activities that the children participated included visits by the Town Manager, Fire Chief, Police Chief, School Superintendent and Postmaster at a "Mini Town Meeting", held at the Middle School Auditorium. Our Pre-school holds two performances each year and hosts a "Grandparents Tea" each spring. It is yet another highlight of the school year!

The Boutwell Early Childhood Center continues to provide a positive and productive learning environment for its students, many of whom are experiencing public school for the first time. Our staff strives to create a balance between each child's social emotional development while at the same time cognizant of curriculum and instruction. With the support and involvement of our parents, we endeavor to make each child's school experience an enriching one that will lay the foundation for the years to come.

## WILDWOOD EARLY EDUCATION CENTER

The Wildwood Early Childhood Center, located at 182 Wildwood Street, currently has an enrollment of 177 Kindergarten and pre-school students. This September, the Wildwood Early Childhood Center began the fifth year of full day Kindergarten after making a successful transition from half day Kindergarten in 2007. The Wildwood Early Childhood Center is presently comprised of seven full day Kindergarten classrooms as well as our Kindergarten Compass Program for students with special needs. The five hour and fifteen minute Kindergarten day allows our students to learn experientially and at a pace that is conducive to in-depth exploration of curriculum. The Wildwood also offers two pre-school programs. The integrated pre-school program is a half-day program with two sessions that run four days a week for two and a half hours a day. In addition, the Wildwood Early Childhood Center offers a full day pre-school for students with special needs that run for five

hours and fifteen minutes four days a week and three hours every Friday. Our pre-school and Kindergarten programs help build a foundation of skills and early development for our students. The Wildwood Early Childhood Center also houses the Wilmington Public Schools Special Education Department.

All Kindergarten students at the Wildwood Early Childhood Center receive weekly art, music, library and computer time. Physical education classes are offered twice weekly. The Kindergarten library program at the Wildwood Early Childhood Center is currently coordinated and run by parent volunteers. Our pre-school students also participate in library and computer time once a week. Both the library and computer programs at the pre-school level are run by parent volunteers. The inclusion of thirty minutes of designated computer time for every pre-school and Kindergarten classroom has enabled all of the early childhood students to interact directly with technology on a weekly basis which has been extremely beneficial to the facilitation of early technology skills for our pre-school and Kindergarten students. This year, the district purchased a web-based early literacy program, Reading Eggs, for Kindergarten students to utilize during their assigned computer time. The program has been a wonderful enhancement to the existing Kindergarten English Language Art curriculum. Lunches are served to all of our full day students on a daily basis. Special Education support services, such as Speech/Language Therapy, Resource/Learning Support, Occupational Therapy and Physical Therapy are available for students who are determined eligible through the Special Education Department.

The Wildwood Early Childhood Center prides itself on being a student-centered educational facility, emphasizing individual student development, strong student-centered curriculum, family involvement and positive school climate. Central to our Kindergarten curriculum are the Houghton-Mifflin English Language Arts Program, which is also utilized in the pre-school and the Math Trailblazers Program. Both programs lay the foundation for student success across multiple curriculum areas. In 2008, the Kindergarten classrooms adopted the Harcourt Science Program. Through this hands-on science program, our Kindergarten students are encouraged to explore life, physical and earth science. The staff has worked diligently to align the science curriculum with our existing reading and math programs and they continue exploring additional ways and resources to most effectively teach science to early childhood students. In addition to the Kindergarten and pre-school adopted curriculum, we also invite various enrichment programs to visit the Wildwood Early Childhood Center throughout the year to enhance our existing programs. In an effort to support our Houghton-Mifflin Language Arts Program, closely monitor student progress and assist in guiding our literacy instruction to meet every student's individual needs, the DIBELS reading assessment was adopted at the beginning of the 2009-2010 school year. The DIBELS reading assessment is a standardized reading assessment designed to gather baseline data on students and assist in the identification of individual student strengths and weaknesses in the area of literacy. Throughout the first two years of the DIBELS reading assessment adoption, curriculum improvement time at the early childhood level was devoted to training all pre-school and Kindergarten staff in administering the DIBELS assessment, analyzing the data gathered and learning how to best suit the needs of our early childhood students in the area of literacy. Now in our third year of using the DIBELS, staff members have become even more comfortable and knowledgeable in the use of this assessment instrument to monitor and support the diverse learners in their classrooms. The staff from early childhood programs across the district work together to design classroom and school activities that facilitate the acquisition of 21<sup>st</sup> century skills that will prepare them for success in the future. Staff members work tirelessly through participation in district wide committees to keep our curriculum current and aligned with the standards adopted by the Commonwealth of Massachusetts. Classroom and center activities focus on age-appropriate literacy skills, phonemic awareness, mathematics, written language, science, social studies, technology integration and social skill development. Social and emotional development is an equally important facet of our curriculum in the pre-school and Kindergarten programs. Play and positive peer interactions are woven into every child's day.



*Kindergarten students Explore the Ocean.*

Our School Advisory Council (SAC) is a combined committee of administrators, teachers and parents from the Boutwell and Wildwood Early Childhood Centers, who meet on a monthly basis to develop a school improvement plan for the early childhood centers and monitor the progress of outline goals for the year. The School Improvement Plan is a compilation of goals addressing the school's needs around learning results, professional development, facilities, community, technology and communication.

Additionally, our parents put forth great interest and enthusiasm in all of their efforts to support our school through an active Wildwood Parent Advisory Council (PAC). PAC sponsors enrichment opportunities for our students that include field trips, materials for classrooms and the school, presentations and Family Fun Nights that help bring together the Wildwood Early Childhood Center community.

In the spring, the Wildwood Early Childhood Center participates in a school-wide thematic unit that focuses on the Town of Wilmington. Through this Wilmington Unit, students learn about the community, landmarks and traditions of their hometown through activities designed to meet all areas of the curriculum. During our unit we also have a "mini Town Meeting" where various town officials come to our school and establish important relationships with our young students. Officer Moon, our safety officer, is a friendly face to all the children as he presents bus and community safety programs and Lt. Hurley, along with many other Wilmington fire fighters, bring important fire safety messages and programs to our Wildwood students. We are thankful to have such community involvement and support for the children at the Wildwood Early Childhood Center where our goal is to meet the needs of all our students in order for them to succeed and develop a life long love of learning.

#### *PERFORMING ARTS DEPARTMENT*

Wilmington's Performing Arts department has been hard at work with their students making music and sharing it with the community. After a successful band camp this summer, the Wilmington Wildcat Band, led by Ms. Barbara Mette and Ms. Anita DiLullo, enjoyed a successful marching season, though a select few games had to be missed due to weather. Presently, the students are hard at work preparing for their Winter Concert on January 26.



Meanwhile, the Strings Attached group, led by Mr. Ward Dilmore, is busy preparing for their bi-annual trip to Lake George, NY after a successful trip to Austria last year. It is a particularly exciting year because we are in the process of hiring a new Strings instructor to assist Mr. Dilmore at the elementary and middle school levels. We look forward to watching the Strings program grow even more than it has over the last 10 years with additional staff. The WHS Lamplighters Drama Guild is hard at work preparing their annual musical, *The Pajama Game*, which opens Friday, January 13. They will also be participating in the Massachusetts Educational Theater Guild (METG) One Act Festival this spring performing an original, student-written work for the first time ever.

At the elementary and middle school levels more exciting things are happening than ever as the format for some of our elementary concerts has been tweaked slightly and converted to "informances". Simply put, they are an opportunity for parents and family members to enter the classroom and witness a lesson being taught by the music teacher that culminates in a performance with that same class based on curricular standards. Ms. Mazzarino, Mrs. Rene, Mrs. Stolar and Mrs. Knoettner continue to set a high standard at the middle school for our young music students.

## *VISUAL ARTS DEPARTMENT*

The Visual Arts Department had several major changes over the course of 2011, starting when Marie Shack, Wilmington High School Art and Visual Arts Department Liaison, and Suzette Durso, Wilmington High School Photo, retired this past June. Following their departure, Jennifer Fidler, Wilmington High School Graphic Design, was appointed as the new Visual Arts Department Liaison. Sara Sussman moved from the middle school program to take over the high school art classes and two new staff members were hired. Cara Wojcik joined Neal Roberts at the middle school and Daniel Fionte took over the high school photography program.

Along with our new teachers, the entire Visual Arts Department has been hard at work with various projects. The high school teachers have been planning a Juried Art Show for January, with a gallery show planned for April at the Wilmington Arts Center. The middle school teachers continue to prepare students with a long-term sketchbook project in addition to various creative challenges, and our elementary staff has also continued to provide outstanding art education by developing a curriculum around the other disciplines being taught. For example, the Woburn Street School students presented an inspiring collection of artwork at last June's Art and Literature Night, an event that is sure to impress again this year.

With such a successful start to the 2012 school year, the Wilmington Public Schools Visual Arts Department is looking forward to showcasing more student artwork around the schools and Town in the coming year.

## *PHYSICAL EDUCATION AND HEALTH*

The Physical Education & Health Department continued to serve all students (K-12).

The Elementary Physical Education and Health Education Program is a comprehensive curriculum which incorporates physical fitness and skill development components as well as specific health related topics. The Health Education at the second, third and fourth grade level emphasizes the importance of exercise, body systems, hygiene, proper nutrition, personal health care, sun protection, rest and sleep to feel well. The students learn to identify major behaviors that contribute to wellness through self-esteem, relationships, responsibility, communication and decision making skills. In fifth grade, we continue to offer the DARE Program in cooperation with the Wilmington Police Department and Officer Julie Pozzi.

The Middle School Physical Education and Health Education program is a comprehensive curriculum which incorporates health topics, physical fitness and sport skill development for all students. A popular physical education unit includes the traverse climbing wall at the middle school gymnasium and the students continue to be extremely excited about using the climbing wall. The climbing wall enhances skills that build strength, endurance and coordination. A new physical education unit is "Yoga-tation" this combines yoga stretches with meditation exercises. In the Health Education class there is a new lesson within the safety unit which informs the students on the topic of an AED device. An AED is an Automatic External Defibrillator which is used to assist in the rescue of a person. On September 30, 2011 the entire middle school student body and staff participated in team building activity day that enhanced positive relationships among their school community. At this team building day the students and staff participated in team building physical activities. In addition, the staff presented the first Second Step lesson for this year to the students which included Understanding the Problem with the theme of what is interpersonal conflict. The third activity on this day was a book discussion group related to their summer reading assignment. The day was wonderful and enjoyed by everyone at the Wilmington Middle School.

The Physical Education Curriculum at the high school, Health Dynamics, is a comprehensive program dealing with health, fitness and life skills. Students will examine appropriate health topics including substance abuse, nutrition, physical fitness, human sexuality, mental health and stress management. The curriculum also incorporates effects of the environment, consumer issues, ecology and social issues in the program. Related physical activities designed to reinforce health issues will be offered to ensure a complete holistic sense of mental, spiritual and physical well-being.

## *ATHLETIC DEPARTMENT*

The Health Dynamics Department cited several students for Outstanding Achievement in 2011:

Academic Excellence Awards were presented to the following students:

Class of 2014: Jessica Marciello  
Class of 2013: Wayne Huynh  
Class of 2012: Jennifer Stewart  
Class of 2011: Tori Lord

Academic Achievement Awards were presented to the following students:

Rachel Grabar  
Cole Peffer  
Katelyn Richardson  
Sydney Russo  
Stephanie Tran

### Athletic Award Recipients

Dr. Gerald Fagan Award "To the most outstanding Wilmington High School Senior Athlete":  
Sean Hanley and Amanda Keane

Lawrence H. Cushing, Sr. Award "To the senior demonstrating dedication to athletics at  
Wilmington High School": John Malone and Katherine Aoki

Harold "Ding" Driscoll Award "To the senior athlete demonstrating dedication to athletics while  
attending Wilmington High School": Kevin Mitchell and Elizabeth Jaeschke

Joseph H. Woods, Jr. Memorial Scholarship "To the senior athlete demonstrating courage,  
discipline and tenacity while attending Wilmington High School": Ryan Woods and Taylor  
Hanley

Jack Wolfe Memorial Scholarship "To the male and female athlete who exhibit team spirit,  
leadership and equal dedication to academics as well as athletics": Nick Godzyk, Amanda Keane  
and Kevin Mitchell

Dick Scanlon Scholarship: Christopher Frissore and Heather Kealos

The Wildcat Distinguished Service Award: Dan McConologue

### Athletic Department Highlights of 2011

The Boys Basketball team, coached by Head Coach Joe Maiella, had an overall record of 17-3. They were co-champs in the CAL Large Division. They lost in the State Division II Quarter Final to Winchester. Vinny Scifo was a CAL All League and Lowell Sun All Star. Tim McCarthy was a CAL All League player and Nick Godzyk was named CAL All Star. Joe Maiella was the CAL Coach of the Year and also the MBCA (Massachusetts Basketball Coaches Association) Coach of the Year.

The Girls Basketball team, coached by Jay Keane, had a record of 12-10. The team finished third in the CAL Large Division. They lost in the State Division II Quarter Final to North Andover. Amanda Keane was named a CAL All League and Lowell Sun All Star. Maggie Brown was CAL All Star.

The Boys Ice Hockey team, coached by Stephen Scanlon, had a record of 18-3-2. They finished first in the CAL for their tenth League Championship. They lost in the semi-finals of the Division II State Tournament to Saugus. Cam Owens and Brian Hurley were both named CAL All League and Lowell Sun All Star. Joe Aucoin was a CAL All League player. John Malone and Andy Owens were CAL All Stars.

The Girls Ice Hockey team, coached by Joe McMahon, had Michaela McLaughlin named to the Greater Boston League/Merrimack Valley Conference (GBL/MVC) All Conference team. Chloe Castellano, Megan Pickett and Jane Farrell were named to the GBL/MVC All Star team.

Our Boys Winter Track team, coached by Michael Kinney, had Nathan Downs named to the Lowell Sun All Star team.

The Baseball team, coached by Aldo Caira, lost in the first round of the State Tournament to Beverly. Vinny Scifo was a CAL All League player. Dalton Rolli and Sean Hanley were named to the CAL All Star team.

Our Softball team, coached by Audrey Cabral-Pini, finished first in the CAL Large Division and had an overall record of 13-7. They lost in the first round of the State Tournament to Tewksbury. Emily Crannell and Lauren Zaremba were named to the CAL All League team. CAL All Stars were Tori Lord, Taylor Hanley and Jackie Kennedy.

The Boys Spring Track team, coached by Michael Kinney, finished with an overall record of 5-5. Nathan Downs was a CAL All League performer in the Long Jump.

In the fall 2011, Wilmington High School entered the Middlesex League.

The Girls Cross Country team, coached by Thomas Bradley, had an overall record of 4-3. Callie O'Connell was a Middlesex League and Lowell Sun All-Star.

The Boys Soccer team, coached by Stephen Scanlon, had an overall record of 6-6-6. They lost in the first round of the State Tournament to Stoneham. Colin Doherty, Phil Lentini and James Mara were named to the Middlesex League All Star team.

The Girls Soccer team, coached by Sue Hendee, had an overall record of 10-4-4. The girls finished first in the Middlesex League All Star team as Co-Champs with Stoneham. They lost in the first round of the Tournament in double overtime to Arlington. Holly Niemiec, Kaitlyn Curley, Kelly Hartsough and Rachel Grabar were named to the Middlesex League All Star team.

Our Golf team, coached by Steve Lynch, had a league record of 4-1. John Keough was a Lowell Sun All Star.

Field Hockey, coached by Jodi Campbell, had an overall record of 12-4-2 and finished second in the Middlesex League Small Division. They lost in the second round of the State Tournament to Belmont. Courtney Cavanaugh and Shelley Sullivan were Middlesex League All League players.

The Football team, coached by Mike Barry, had an overall record of 6-4. They finished second in the Middlesex League Small Division behind Wakefield. John Parsons was named to the Middlesex League and Lowell Sun All Star teams. He was also the MVP of the Middlesex League Small Division and a Boston Globe All Scholastic. Matt Ferreira and Alex Furlong were also named to the Middlesex All Star team.

### *SPECIAL EDUCATION DEPARTMENT*

During the last academic year, the Special Education Department received 150 referrals for initial Team evaluations and provided special education and related treatment services to 654 eligible students.

During the last academic year, the Special Education Department expanded its capacity to provide services to medically fragile children by opening the REACH Program located at the Shawsheen Elementary School for students in grades 1-3.



In a continuing effort to provide staff training for faculty and related service providers the Special Education Department has supported numerous workshops and conferences on topics such as, bullying prevention, mental health issues, assessment, technology, math, English language arts, applied behavior analysis, federal & state regulations, legal issues, basic rights and home-school communication.

### *SCHOOL FOOD SERVICE DEPARTMENT*

Wilmington School Food Service employs 16 full-time and 24 part-time staff, in addition to the Food Service Secretary and the Administrator of Food Services. All salaries, food, supply and equipment purchases, as well as most maintenance costs and office supplies are paid from the Food Service revolving account. Revenues obtained from student lunch participation, reimbursement from the Department of Education, catering, Senior Citizen Lunch, Extended Day Care and other programs are used solely for the support and improvement of the School Food Service Program.

We comply with the United States Department of Agriculture's food based menu-planning system and nutrient standards, providing meals that meet 1/3 of the RDA for calories, as well as required levels of other key nutrients, including fat, saturated fat, protein, vitamins A & C, iron and calcium. Lunch prices for the 2011/2012 school year are as follows: \$1.75 at the elementary schools. The middle school is \$2.00 and the high school is \$2.00-2.50. A total of 376,037 student meals were served last school year. Students may choose from a variety of lunch options at all grade levels to encourage participation. Average monthly participation was approximately 65 percent district-wide. In addition to reimbursable meals, a la carte items are available to students to supplement school lunches and those brought from home. A variety of fruits and vegetables are served daily, up to 14 different choices, many of which are fresh fruits and vegetables.

Allergy and other health concerns continue to be addressed. Full-time food service employees are trained annually in EPI-PEN administration. Cafeteria managers at each school and the Administrator of Food Service, work closely with school nurses and parents, providing ingredient and nutrient information as necessary. At present, there are 42 *ServSafe* certified sanitarians on staff including the administrator and food service secretary. All staff have been trained on kitchen safety issues, such as lifting, slips and falls. All managers and the administrator have completed an allergy awareness certification.

The food service program continually conducts promotions to increase students' participation in lunch, including "Fourth Grade Corn Shucking Day", "Superbowl", "Opening Day" and "Gobble Gobble Day".

Computerized Point-of-Sale systems are in place at all schools to improve the efficiency and accuracy of reporting and accounting. Participation, especially of students eligible for free and reduced price meals, has increased remarkably since this program was introduced and online services are now also available. Other initiatives completed during the school year include various equipment and storage facility improvements and the purchase of a new steamer and kettle for Wilmington Middle School, two new ovens for the high school and Woburn Street School. We also installed a carbon monoxide detection system for the Woburn Street School kitchen.

From July 2010 through June 2011, the senior citizen home-delivered meals program at the West Intermediate School served 10,499 lunches.

### *WILMINGTON CARES*

Children's Art, Recreation and Enrichment Services

The CARES Program continues its commitment to provide a safe and enriching environment for Wilmington children before and after regular school hours. In addition, we offer vacation programs for children in grades K-5 from 7:00 a.m. to 5:45 p.m. during the February and April breaks as well as approximately seven weeks during the summer months. These programs continue to grow as the need for our services increases and the word gets out that CARES is the place to be!



We are currently gearing up for February break at the Woburn Street School, during which our qualified staff will enjoy the company of approximately 100 of our local youth each day. The children will enjoy activities throughout the week facilitated by our professional staff. There are always special trips and activities planned during vacations. In addition, we can all look forward to some good 'ole American fun including, sledding (if we get any snow), basketball and a good game of Crazy 8's. The activities are diverse, so as to appeal to children of all age levels and interests. We strive for a balance of physical activities, the arts and cognitive challenges. We will be playing team sports, designing our own crafts and exploring the computers.

### *CONCLUSION*

Wilmington Public Schools had several retirees this past year, many who gave the school system over 25 years of service: Marilyn Allard, Sandra Dumont, Suzette Durso, Marlaine Mahady-Potter, Barbara McDevitt, Paula M. Samatis, Janet Senesi, Marie Shack and Cheryl Soderquist. These staff members have been an integral part of the Wilmington Public Schools. They have given of themselves to support, nurture and teach our students. We would like to wish them many happy and healthful retirement years.

Our sincere thanks to Town Manager Michael Caira and his senior management staff for their consistent support of the public schools. The school department is proud of the collaborative efforts and bonds that have been formed with the Town and we are most appreciative that the Town continues its longstanding commitment to supporting its schools so that they can function as learning communities.

Lastly, the school department would be remiss if we did not acknowledge the upcoming retirement of Town Manager Michael Caira. In 1910, Theodore Roosevelt gave a speech entitled Citizenship in a Republic. There is a passage in the speech that could easily have been written about Mr. Caira.

“It is not the critic who counts; not the man who points out how the strong man stumbles, or where the doer of deeds could have done them better. The credit belongs to the man who is actually in the arena, whose face is marred by dust and sweat and blood; who strives valiantly; who errs, who comes short again and again, because there is no effort without error and shortcoming; but who does actually strive to do the deeds; who knows great enthusiasms, the great devotions; who spends himself in a worthy cause; who at the best knows in the end the triumph of high achievement...”

Thank you Mr. Caira for being that man and for lavishing your gifts on the Wilmington Public Schools. You have left your imprint on all of us.

## SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

The Shawsheen Valley Regional Vocational Technical School District is pleased to submit its 2011 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 41st anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The representatives of the 10 member Regional School Committee that governs the District are: Donald Drouin, Secretary, and Glenn McIntyre from Bedford; Kenneth L. Buffum and Paula McShane Lambert, Treasurer, from Billerica; Paul V. Gedick, Chairman, and Robert Gallagher from Burlington; J. Peter Downing and Patricia W. Meuse from Tewksbury; and James M. Gillis and Robert G. Peterson, Vice Chairman, from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

Shawsheen Valley Technical High School (SVTHS) is one of 26 regional vocational technical school districts in Massachusetts. One thousand three hundred forty-six (1,346) high school students were enrolled in SVTHS's day school programs in October of 2011 and more than 400 adults participated in the school's various adult and continuing education courses.

In June of 2011, SVTHS graduated 324 seniors. Over 70% of the graduates planned to attend college or other post secondary schooling in the fall. Twenty percent of the students intended to continue working in their trade with another 11% working in another field after graduation. In addition, 2% entered the armed forces.

The SVTHS faculty is an exceptional group of talented academic and vocational/technical educators who are highly qualified to teach in their respective disciplines and occupational areas. SVTHS employs 135 full-time teachers as well as 18 para-professionals. Of those full-time teachers, ten are department chairs and 15 are lead teachers. All SVTHS teachers exhibit the character, health, personality and professional competency worthy of serving the needs of District students.

### Academic Programs

*MCAS Performance:* In the spring of 2011, the 321 sophomores comprising SVTHS' Class of 2013 distinguished themselves among all other vocational/technical high school students, among all sophomores within the five town district and, most impressively, among all sophomores throughout the Commonwealth, earning a special commendation from the Department of Elementary and Secondary Education (DESE) in the latter analysis.

With only one exception, SVTHS sophomores outperformed all other vocational/technical sophomores on all MCAS performance measures (English Language Arts, Mathematics and Science/Technology/Engineering) during the 2011 test period.

The District analysis paralleled the vocational analysis. With the exception of Wilmington (Mathematics only), SVTHS sophomores outscored or equaled all of their District peers on the three performance measures. Table 1 identifies the percent of District students who scored at or above the Proficiency level in each of the three MCAS test areas.

	Bedford	Billerica	Burlington	Tewksbury	SVTHS	Wilmington
English	96.8	96.5	98.4	95.7	98.5	98
Mathematics	94.7	93.2	96.2	92.4	95.4	95.9
Science/Tech/Eng	94.9	92.8	90.4	90.3	95.2	90.4

Although remarkable, both the vocational/technical and District analyses pale statistically to SVTHS' pre-eminent performance throughout the Commonwealth with respect to a rank ordering of Median Student Growth Percentiles (MSGP). The MSGP is a statistical measure of student growth between grades eight and ten. In the spring of 2011, SVTHS ranked fifth among the 297 school districts for which the DESE reported tenth grade MCAS scores. This extraordinary achievement earned SVTHS a special commendation from the DESE for a third consecutive year. Table 2 identifies District Median Growth Percentiles for District students in English Language Arts and Mathematics.

	Bedford	Billerica	Burlington	Tewksbury	SVTHS	Wilmington
English	55	39	62.5	42	83	55
Mathematics	61	44	54	67	70.5	51
Science/Tech/Eng	NA	NA	NA	NA	NA	NA

Note: The Department of Elementary and Secondary Education calculates MSGP only for English Language Arts and Mathematics, the two test areas that determine a schools' Adequate Yearly Progress (AYP.)

*Curriculum Revision:* In response to the curriculum change promulgated by the Massachusetts Core Curriculum, the design and sequence of course offerings at SVTHS are changing to support earlier access to College Preparatory Mathematics courses. The revision takes effect in the fall of 2011 and will become an ongoing project during the next four years as the class of 2015, the first group affected by the Core Curriculum provisions, progresses through grades 9-12. College Preparatory Algebra I, Level 2, which was designed cooperatively by a team of regular and special education faculty throughout the 2010-2011 school year, was implemented in the fall of 2011. College Preparatory Geometry, Level 2 is scheduled for implementation in the fall of 2012 and College Preparatory Algebra II, Level 2 in the fall of 2013.

*New Staff:* In the fall, Anne DeMarco, a seven year veteran from Billerica Memorial High School, joined the Mathematics Department to fill the vacancy created by the retirement of James Byrnes. Kimberly Canadas, a Shawsheen alum and six year veteran from Northeast Metro Vocational High School, also joined Shawsheen's Mathematics Department.

*Summer School:* In the summer of 2011, the SVTHS Summer Program enrolled 119 students from ten surrounding school systems in 22 courses offered to students in grades 7-10. All courses were on-site, face-to-face offerings that provided the frequency and depth of teacher interaction necessary and predictable for students attempting to recover credit for courses that they previously failed. Individuals seeking summer school information should contact Dr. Robert Kanellas, Director of Academic Programs, at 978-671-3640 or Mr. Kevin Bloom, Summer Coordinator, at 978-671-3631.

*Infrastructure Renovations:* The completion of SVTHS' state-of-the-art Life Science wing and the migration of the Health program to that new facility made available to academic programs three rooms previously occupied by the Health shop in the school's mall area. Extensive summer renovations to those rooms converted a small Health lab to a larger academic Science lab. A second area was converted to a science classroom and a third area became a social studies classroom. In addition to these changes, installation of ceiling-mounted LED projectors, interactive white boards and mimio technology continued throughout the building.

### Clubs and Organizations

*Classes:* A yearlong series of successful social events and thoughtfully devised fundraisers, which included initiatives to raise supplies for American soldiers in war zones, each of the four classes culminated the year with memorable formal and semi-formal events. Under the direction of their advisor, Angela Caira, the senior class planned and enjoyed an elegant senior prom at the Westin Waltham Hotel. Junior class advisor, Stacy LaBella, and her junior class officers planned and held a gala prom at the Crestview in Woburn. The sophomore class, advised by Marygrace Ferrari, and the freshman class, advised by Jay Tildsley and Greg Bendel, collaborated on the annual Spring Fling semi-formal, which was held at the school.

The 12th Annual Shawsheen Turkey Bowl, the much anticipated flag-football game between the junior and senior girls, was once again a successful holiday event which raised significant donations of cash and food for the Billerica Food Pantry.

*Literary Magazine:* For the fourth consecutive year, Shawsheen's literary magazine, *Ramblings*, received awards for excellence by a major educational organization, including the New England Scholastic Press Association (NESPA) affiliated with Boston University's College of Communication, the National Council of Teachers of English and the Columbia University Scholastic Press Association. These distinguished awards recognize the special talents of the SVTHS students who supplied the content and designed the layout of the annual publication under the supervision of Mrs. Leah Marquis of the English Department and Mr. Doug Michaud of the Technical Illustration/Commercial Art shop.

*School Newspaper:* In a model school-wide collaborative effort, Mrs. Leah Marquis of the English Department, Mr. Doug Michaud of the Technical Illustration shop and Messrs. Tim Broadrick and Tom Struthers of the Graphic Arts shop again produced quarterly editions of the *Rampage* that presented the school year's major events in artistic design and thoughtful narrative.

*National Honor Society:* Under the advisorship of Mrs. Gail Poulten of the English Department, the SVTHS chapter of the National Honor Society inducted 39 eleventh and twelfth graders in March of 2011. Superintendent Charles Lyons was the guest speaker at the induction ceremony. Throughout the year, members of the Honor Society thoughtfully and enthusiastically participated in a broad array of community service and they traveled to Newport, RI and Salem, MA to visit cultural and historic sites.

*Student Council:* The Student Council, under the direction of faculty advisor Ms. Ellen Mountain, continued its energetic paper recycling program throughout the year. In 2011, Ms. Mountain continued the Council's recently expanded efforts to recycle plastic, toner cartridges, cell phones and sneakers.

*The Traveling Rams:* Throughout the spring, club advisor Kristin Sciacca and approximately 40 Shawsheen students initiated plans for a trip to Italy scheduled for April of 2012. Interested world travelers or their parents should contact Ms. Sciacca at 978-667-2111 x577 or [ksciacca@shawsheen.tec.ma.us](mailto:ksciacca@shawsheen.tec.ma.us).

*Oratory Club:* Coached by faculty advisor, Mrs. Leah Marquis of the English Department, Anne Whitehouse, a 12<sup>th</sup> grade Internet Technology student from Tewksbury, placed first at the district (Post 2597 of Pinehurst), state and regional levels in the Voice of Democracy Speech Contest sponsored by Veterans of Foreign Wars. Anne's extraordinary accomplishment earned her a trip to the national competition in Washington, DC, where she and the other elite qualifiers met President Obama.

*Robotics Club:* For a second consecutive year, the Robotics Club captured first place at the annual Trebuchet tournament, which was hosted most recently by Windham High School in New Hampshire. Later in the year, the club finished second in the First Tech Challenge (FTC) regional qualifier and sixth, of approximately 35 teams from New England, New York and Canada, at the FTC championship tournament.

*Mathematics Club and Science Club:* New in 2010 to the diverse array of after school activities offered by SVTHS were two academic co-curricular clubs, the Mathematics Club, advised by Debra Dew of the Mathematics Department, and the Science Club, advised by Angel Hardy of the Science Department. In its inaugural year, the Mathematics Club practiced for, and participated in, not only a series of competitions hosted by district schools but also a special invitational competition sponsored and hosted by Worcester Polytechnic Institute. In its inaugural year, the Science Club participated in after school activities that broadened participants' understanding of scientific theory and applications. Mathematics enthusiasts should contact Ms. Dew at [ddew@shawsheen.tec.ma.us](mailto:ddew@shawsheen.tec.ma.us); science enthusiasts should contact Ms. Hardy at [ahardy@shawsheen.tec.ma.us](mailto:ahardy@shawsheen.tec.ma.us).

*Outdoor Club and Ski Club:* New in 2010 to SVTHS' recreational, extra-curricular options were the Outdoor Club and the Ski Club. The former group, advised by Jessica Cook of the Social Studies Department, planned six overnight climbs of Mount Washington in New Hampshire. The latter group, co-advised by Kelly McFadden of the Guidance Department and Doug Michaud of the Technical Illustration Shop, planned a series of after school ski trips to the Nashoba Valley Ski Area in Westford, MA. Interested mountain climbers should contact Ms. Cook at [jcook@shawsheen.tec.ma.us](mailto:jcook@shawsheen.tec.ma.us), and interested skiers or boarders of any experience level should contact Ms. McFadden at [kmacfadden@shawsheen.tec.ma.us](mailto:kmacfadden@shawsheen.tec.ma.us) or Mr. Michaud at [dmichaud@shawsheen.tec.ma.us](mailto:dmichaud@shawsheen.tec.ma.us).

*Parent Advisory Council:* Once again, graduation day culminated in a well-attended all-night party sponsored and organized by the SVTHS Parent Advisory Council under the direction of its faculty advisor, Mr. Ronald Fusco, and its chair and SVTHS alumna, Mrs. Robin Sgroso.

*Alumni Association:* Under the direction of its planning committee and faculty advisor, Mrs. Gail Poulten, the Alumni Association vetted nominations, selected honorees and hosted an Alumni Hall of Fame induction at the Tewksbury Country Club. Any SVTHS alumni interested in planning future events with Mrs. Poulten should contact her at [gpoulten@shawsheen.tec.ma.us](mailto:gpoulten@shawsheen.tec.ma.us) or 978-667-2111 x584.

### Support Services

The SVTHS Support Services Department services the fourth largest population of students with special needs in Vocational Education within Massachusetts, approximately 320 students. The most frequently occurring area of need is the category of Specific Learning Disability which reflects that many students have a history of academic difficulties upon their arrival at Shawsheen. Nevertheless, SVTHS has had a strong track graduation rate of this group of students with 94.3% graduating in June, 2010. This compares to a state average of 64 percent for special needs students.

Shawsheen's success on the MCAS has continued as a result of a "team" effort on the part of Academic, Vocational/Technical and Support Services staff to address the needs of our Special Education population. Although over 24 percent of SVTHS students are diagnosed with special needs, the school's rate of either Advanced or Proficient MCAS scores exceeded 90 percent on English Language Arts, Mathematics, Biology and Chemistry.

The Support Services staff has continued with extensive training to support the IEP process and the identification of disabilities for our special needs population based on federal and state guidelines. Shawsheen adopted *eSped* software to write Individualized Educational Plans (IEPs) and supporting documentation. Staff training continues to occur to utilize updates to this software for IEP development. In addition, the Support Services Department continues to implement various forms of technology that allow for equal access to the curriculum for all learners. Finally, support services staff has been involved with implementing Shawsheen's anti-bullying plan. One component consists of a social skills group for students who were identified to be vulnerable to such behavior.



## Athletics

The year 2011 was a memorable year for Shawsheen's Athletics, with over 450 Shawsheen students participating in interscholastic athletics. The Rams earned 12 league championships and four state vocational titles.

The overall winning percentage of the varsity teams, 14 of whom qualified for post-season play, ranked among the highest in school history. Dozens of students were honored with All-Star recognition by the Commonwealth Athletic Conference and the Lowell Sun. Wrestler Ryan Cassidy was named to the All Scholastic Wrestling team by the Boston Herald.

For an unprecedented ninth time in ten years, SVTHS has earned the Markham Award from the Boston Globe for the most outstanding vocational technical high school program in Massachusetts. The award is a reflection of the commitment and talent of all those associated with the SVTHS athletic program.

## Community Services

*Adult Evening School:* The Adult Evening School offered a wide variety of vocational/technical courses for adults interested in expanding their knowledge and skills. Courses are offered during both the fall and winter semesters, with enrollment exceeding five hundred adult learners during the past year. Interested residents should contact Ms. Carissa Karakaedos, Director of Community Services, at (978) 671-3607 for information and/or a brochure.

*School of Practical Nursing:* The 2010-2011 year graduated 32 Licensed Practical Nurses (LPN). Since its inception, a total of 563 students have successfully continued on to a rewarding career as Licensed Practical Nurses. This intense ten-month program offers a combination of evening and weekend coursework and clinical externship experiences. Preparation for the state LPN exam is also included. Residents interested in applying to the LPN program are urged to contact the Director of the School of Practical Nursing, Ms. Patricia Noonan, at (978) 671-3646.

*Project Explore:* Nearly 450 middle school students from the District participated in after school career awareness activities during the 2011 winter semester. Students explored a variety of career path options. This program is coordinated with area middle school guidance counselors. The program is free of charge. Busing is provided by SVTHS. For registration materials or general information, interested residents should contact Ms. Carissa Karakaedos at 978-671-3607.

*Swim Program:* SVTHS energetically continued its water aerobics, lap swim, parent-and-me swim class and swim lessons during the 2010-2011 year. The Shawsheen's pool also continues to serve as the home site for interscholastic high school swim teams from Billerica, Bedford and Burlington public schools. Individuals seeking swim program information should contact Ms. Jill Branley, Aquatic Director, at (978) 671-3699.

*Billerica House of Correction:* The Billerica House of Correction's (BHOC) Education Director leads all prison education initiatives beyond the already established Culinary Arts program and the 10-Hour General Industry OSHA course. SVTHS continues to collaborate through the Director of Community Services, Carissa Karakaedos, with BHOC to expand its educational goals to inmates. SVTHS looks forward to maintaining its relationship with BHOC by providing technical assistance and end-of-course assessment services that will validate inmate achievement of course objectives.

*Middlesex Community College:* SVTHS continued its partnership with the Hospitality Management Department of Middlesex Community College to deliver four courses at Shawsheen Tech as part of the requirements for its Culinary Arts Certificate or Associates in Science Degree option. Student enrollment was strong in 2011 and the program received exemplary student evaluations. Discussions to expand technical course offerings are currently being explored by the MCC Hospitality Dean and SVTHS Director of Community Services, Ms. Carissa Karakaedos.

## Computer Services

During the 2011 year, Computer Services completed all DESE data collection requirements. These reports included Student Information Management System (SIMS) data, Education Personnel Information Management System (EPIMS) data, Student Course Schedule (SCS) data, School Safety and Discipline Report (SSDR) data, the Technology Report data and the Vocational Technical Competency Tracking System (VTCTS) data.

Computer Services requested all staff to use iPass rankbook since its implementation the year before. iPass rankbook allows teachers to keep a grade book and share their students' progress with parents through Parent Access Manager.

In the fall, Computer Services added the current ninth grade population (class of 2015) to the Parent Access Manager System, bringing parent participation to approximately 80 percent. The Parent Access Manager allows parents to view up-to-date information on their children in the areas of attendance, grades, rankbook, schedules and discipline information.

The computer labs for Graphic Arts, Design & Visual Communications, Machine Shop, Mathematics Lab, Room 500, Room 501 and Room 504 received upgrades during 2011. In each area, computers were replaced with the latest models.

Computer Services continues to maintain its virtualized server solution to run a more energy efficient infrastructure. Wireless networking infrastructure was installed in the Life Science Wing and will be extended to the remaining portion of the building as part of a long term plan.

Office 2010 has been installed on 85% of the computers that are capable of receiving the upgrade. Additional Office 2010 licenses will be purchased in preparation for the remaining computer upgrades.

## Guidance

*Admissions:* Applications once again exceeded 600 for 350 seats in the class of 2015. This year, presentations occurred in all the Billerica, Wilmington, Tewksbury, Bedford and Burlington middle schools. Students, parents and community members were invited to events on-site including the Community Open House in November and the 8th Grade Career Night in January.

*9<sup>th</sup> Grade Orientation:* The Class of 2015 participated in SVTHS 9<sup>th</sup> grade orientation program, Fresh Start. This exceptional program, which is in its second year, gave new students an opportunity to meet each other and become familiar with the school, its programs and staff through an interactive and fun day of events. Since the Guidance Department implemented the freshman transition program in 2006, with the support of the superintendent and school committee, attendance has continued to improve and withdrawals have decreased substantially. A mentoring program to help with transition was implemented using the same student leaders who helped deliver the orientation day.

*College and Career Planning:* Shawsheen students continue to expand their options and opportunities after graduation. Studies conducted this year show a growing trend for SVTHS students to attend and remain at four-year colleges and universities. In addition, SVTHS met federal benchmarks this year for graduates in all programs. This included positive placement in employment, college and military careers. SVTHS offered preparatory programs for both Accuplacer and SAT college exams. Over 75 percent of the senior class participated in one or the other. SVTHS continues to offer a foreign language to students pursuing college programs that have this requirement. The course is offered after school and evenings. The college fair this year included over 70 colleges and universities and a special workshop was offered to students with special education needs to understand their options for post secondary learning. Over 500 students and parents participated in this largest-to-date event.

*Scholarships and Awards:* Despite the tough economy, SVTHS students were awarded over \$88,000 in scholarship funds. A graduate was also the recipient of the Massachusetts Vocational Association scholarship award.

*Cooperative Education Program:* Cooperative education built momentum this fall with many of the vocational/technical programs increasing cooperative education placement by 50 percent or more. The trend continues as the placement office has currently secured cooperative education positions for more than 145 students.

*Student Health:* Completed state mandate to do BMI testing on all 10<sup>th</sup> graders. We fall in the same category as surrounding schools.

### School Council

An important agency of school governance, the 2011-2012 SVTHS School Council, is made up of parents, Susan Berry from Billerica, JoAnn Brace from Tewksbury and Gayle Razzaboni from Billerica; community members, Bob Lazott of Billerica, Jean Perry of Burlington and Cosmo Ciccariello of Burlington; two SVTHS students, Mikayla Radcliff and Jennie Galante; faculty members, Robert Roach and Jason Tildsley; and co-chair Dr. Robert Cunningham, Assistant Superintendent-Director/Principal.

The three primary functions of the School Council are to meet with the Superintendent/Director when he presents the school budget, make additions and revisions to the SVTHS Student Handbook and develop the annual School Improvement Plan.

### Technical Programs

*Skills USA:* Skills USA is a national non-profit organization preparing students for careers in trade, technology and skilled service occupations. SVTHS earned 85 medals at the 2011 district competition and 38 medals at the state competition, including 16 gold medals. Twenty-one SVTHS students went on to the national competition in Kansas City, MO with all of the students placing no lower than seventh place. Medical Assisting earned a Gold Medal, while Web Design finished second and Occupational Health & Safety finished a strong third.

*Business Professionals of America:* Business Professionals of America (BPA) is a national career and technical student organization composed of state associations and local chapters serving members who are pursuing or planning careers in business and information technology occupations. BPA provides opportunities for students to develop leadership skills and to grow personally and professionally while utilizing career related competencies. Involvement in BPA enhances social awareness, civic responsibility and business communication skills. Twenty-eight SVTHS students earned rewards at the state level and sent seven students to the nationals where one student was elected as the national treasurer and two other competitors finished in the top ten.

*National Accreditation:* SVTHS has 19 vocational programs, eight of which are nationally accredited by their respective industries. The programs include: Automotive Technology, Autobody, Machine Technology, Metal Fabrication, Culinary Arts, Graphic Communication, Drafting Technology and Heating, Ventilation, Air Conditioning and Refrigeration.

### Transportation Cluster

*Automotive Technology:* The program embarked on several post secondary career days and industry field trips, exposing students to career opportunities and new technologies in the field. Field trips included: Mass Bay Community College, Universal Technical Institute and New England Institute of Technology. A \$2,100 tool box cash award was donated from Lowes for SVTHS' 100% participation in SkillsUSA. Through the capital budget process, the program acquired a new technologically advanced Hunter high-speed GSP9700 wheel balancer.

*Autobody:* The Autobody program continues to do an outstanding job repairing automobiles in need of body work for people throughout the district. A contract was signed with the State Police providing additional live work on police cars. Through the capital budget, a new paint mixing room and a ramp for the paint spray booth have been constructed in the shop.

### Service Cluster

*Health Service and Technology:* The Health Services & Technology program is preparing for a new location and expansion into three Chapter 74 programs: Medical and Laboratory Assisting, Health Assisting and Dental Assisting. These three programs will encompass the new Life Science Wing in the fall of 2011. Curriculum revisions were proposed to align each program with the VTEFs and an equipment list was generated. Career awareness was expanded to include the field of biotechnology through a job shadow day at Millipore Systems for grade 10 students coordinated with MassBioEd. The program also continues to expand its clinical affiliates, having recently added Woodbriar of Wilmington and SunnyAcres Nursing & Rehabilitation of Chelmsford. A strong partnership with Saints Medical Center led to another successful community blood drive at the school, collecting more than 40 units of blood. All 26 seniors successfully passed the Massachusetts Nurse Aide State Examination, directly and positively impacting job placements. Christine O'Brien won a gold medal at the National SkillsUSA conference in Medical Assisting.

*Culinary Arts:* The Culinary Arts department visited several post secondary career days, exposing students to career opportunities. Field trips included: Lincoln Institute in Hartford, Connecticut and The Culinary Institute of America in Hyde Park, New York. Craft Advisory member, Ruben Arroco from Culinary Artworks, came into the shop and demonstrated some incredible fruit carving techniques and skills to the students.

*Cosmetology:* The Cosmetology program began the school year with technology improvements to the theory classroom that included an LCD projector and two large white boards. With counsel from the Advisory Committee, Cosmetology continues to modernize student kits, work stations, supplies, tools and equipment. A record number of students participated in SkillsUSA, in which 12 students competed at the district level resulting in two silver medals. The two medalists continued to the state level resulting in another silver medal. The program took their annual field trip to Catherine Hinds Institute of Esthetics, and continued to be involved with the community, volunteering at local assisted living facilities. Fourteen out of eighteen seniors graduated with a Cosmetology license from the Commonwealth of Massachusetts and six secured co-op positions in local hair salons.

### Construction Cluster

*Carpentry, Plumbing, Electrical, Heating, Ventilation, Air Conditioning & Refrigeration and Masonry:* Construction projects within the community continue to be a large part of our project-based curriculum. All five construction programs work collaboratively with the district's five towns. Highlighted this year are the following projects: the building of the third house for Greater Lowell Habitat for Humanity in Bedford, the final phase of the Marion Tavern farmhouse project in Burlington, construction of 75 violin cases for Wilmington High School, signs for the Billerica Rotary club and major concrete stair renovations at the Tewksbury Department of Public Works. The construction cluster also contributes to the daily projects within the school. A multi-tier retaining wall is currently under construction as part of a new soccer field house project. Other notable projects include: a 10'x12' shed for the school's sand & salt, work stations in the Masonry and Carpentry programs, as well as repairs in the Cosmetology shop and Electronics.

### Arts and Communication Services Cluster

*Business Technology:* The program traveled to several post secondary career days and field trips, exposing students to career opportunities. Some of the trips included the DeCordova Museum, Concord Museum, Hammond Castle and to the American Institute of Certified Public Accountants (AICPA) conference at Bentley College. Capital improvements provided up dating and re-imaged computers in all three labs. Students continue to thrive in the Business Professionals of America, medaling at both the state and national levels.

*Informational Support Services & Networking:* Microsoft Academy is now part of IT's curriculum with future goals to train and certify our students as Microsoft Certified Professionals in Windows7. The Class of 2012 completed online Career Safe Program and prepared for Co-op opportunities. Two students won the bronze medal at the National SkillsUSA conference in Web Design.

*Design & Visual Communications:* The department took on the major school initiative this year of redesigning and launching the new SVTHS website. With the advent of the website, the program will continue to grow and expand its digital media curriculum. Work-based learning culminates through the many in-house and community projects. This valuable component of the curriculum is where students continue to learn skills in video and DVD production and photography. Through the capital budget process, a technology plan was completed in Lab A, updating 25 Mac computers.

*Graphic Communications:* The Graphics program continues to implement hands-on projects in the pre-press & pressroom that provide a great benefit in forming community partnerships. Every year the program produces a record number of live jobs for schools, town governments and nonprofit organizations. The program again received a national literary magazine award for their publication of *Ramblings*. Three students won bronze medals at the National SkillsUSA conference in National Occupational Health & Safety.

### Electro/Mechanical Cluster

*Computer Aided Design & Drafting:* The Drafting shop has been busy once again this year in helping support the construction cluster in a variety of projects. These major projects included the Soccer Field House, Library Drop Box and various offsite construction drawings. In addition, the program has completed various drawings such as the roof top units map, cafeteria/gym table and chair layout and the Go-Cart project. Through the capital budget process the program was able to create two more computer work stations in each grade level, expanding the capacity to 40 computer work stations. Also addressed was the replacement of 18 computers which were also re-imaged with the latest CAD software.

*Electronics:* The Electronics program will move forward in training and certifying students to the J-STD-001E IPC Standard. An instructor was trained as a certified IPC trainer and curriculum and projects have been developed. A record number of students participated in SkillsUSA with Shawsheen Electronics taking the top four places at the regional competition. The Electronics students placed first at the annual Trebuchet competition at Windham High School, while also participating at the First Tech Challenge (Robotics) which made it into the State Competition.

*Machine Technology:* The machine shop has seen many changes this year, the first being the creation of a related classroom which was formerly a heat treat and grinding area within the shop. A new shop floor layout of equipment was also implemented, creating the flexibility to incorporate many new projects into all levels of the curriculum. Through the capital budget process a new 3-axis Prototrak Milling Machine is being quoted. Four students won the gold medal at the SkillsUSA districts in CNC Milling Technology & Precision Machine Technology.

*Metal Fabrication and Welding:* Metal Fabrication has worked on numerous welding and sheet metal projects that supported multiple school clusters and the community at large. This work included duct work for a new related room, a library drop box project, new Autobody ramps, a stool repair for M.C.I. Billerica and the Go-Cart project. For the second consecutive year, SVTHS hosted the annual open house for the Boston Chapter of American Welding Society (AWS). Two new swing-arm ventilation hoods were approved through the capital budget process. Mitre Corporation donated various pieces of equipment to our program, including a four foot hydraulic press brake, large capacity box and pan brake and a vertical band saw.

## Conclusion and Acknowledgement

The SVTHS Committee, staff and students gratefully appreciate the support that they receive from the residents of the five-member District. The SVTHS family especially acknowledges the continued financial support of the local town managers, finance committees and town meetings, who collectively ensure and perpetuate the highest quality in vocational/technical training opportunities for area youth.

The District is grateful for the significant contributions provided by SVTHS staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2011. Those retirees are: James Byrnes, Mathematics; Marilyn Ferro, Business Information Services; Linda LeClair, Business Information Services; Leah Marquis, English Language Arts and Elaine Pearl, Executive Administrative Assistant, Superintendent/Director's Office.

# COMMUNITY DEVELOPMENT

## Planning & Conservation Department

In 2011, the department continued to deal with a distressed economy. However, even with slowed development nationally and locally, Wilmington managed a slow pace of activity. The Planning Board and Conservation Commission continued abbreviated schedules of meeting once a month. When activity increases, as it inevitably will, each will resume a regular schedule of meeting twice a month. Provision of service to the community in the areas of planning, conservation, housing, transportation and other community development activities continued. The Planning Board remains responsible for administration of the Subdivision Control Act and Site Plan Review, issuance of Special Permits for Conservation Subdivisions, Chapter 81G roadway improvement projects, Over-55 housing, multi-family units in the Central Business District, signage and lots having less than 10,000 square feet of land, permits for Stormwater Management, recommendations on zoning amendments, cases before the Board of Appeals and specific planning studies. The Conservation Commission continues to be responsible for wetlands protection in accordance with the state Wetlands Protection Act. The Commission is also responsible for management of the Town's Open Space Land and for acquiring additional land for passive recreation. Department staff provides assistance to both the Planning Board and the Conservation Commission.

Carole Hamilton is the Director of Planning and Conservation. She staffs the Planning Board. She chairs the Community Development Technical Review Team and the Property Review Board, coordinating the review of development projects and the disposition of town-owned land. She serves as the point person for review of 40B affordable housing projects and provides input to the Board of Appeals. The Director serves as the representative to the Transportation Improvement Program (TIP), the Metropolitan Area Planning Council (MAPC) and the North Suburban Planning Council (NSPC), acting as the liaison between the town and the state on transportation and planning issues.

Winifred McGowan serves as the Assistant Director of Planning & Conservation and provides technical assistance to the Conservation Commission and the department on wetland and environmental issues. Michael C. Vivaldi serves as Assistant Planner. Senior Clerk, Cheryl Licciardi, provides administrative support. Joann Roberto served as senior clerk for most of the year before transferring to Elderly Services.

### Planning Board Activity

The responsibilities of the Planning Board include review of subdivision and "Approval Not Required" plans; review of commercial and industrial site plans; issuance of special permits for Conservation Subdivisions, multi-family units in the Central Business District, Over-55 housing, lots having less than 10,000 square feet, Chapter 81G roadway improvements and signage, permits for Stormwater Management, recommendations to the Board of Appeals on variances and special permits, strategic and comprehensive planning, zoning amendments and implementation of the Master Plan.



The Planning Board members are appointed by the Town Manager for five-year terms. Planning Board members are Michael Sorrentino (Chairman), Ann Yurek (Clerk), Randi Holland, Brian Corrigan and James Banda, Jr.

### Subdivision Control

Under the authority vested in the Planning Board of the Town of Wilmington by M.G.L. Chapter 41, Section 81-Q, the Board reviewed one conventional subdivision containing two lots. No conservation subdivisions were reviewed.

<u>Conventional Subdivisions</u>	<u># Lots</u>	<u>Action</u>
Railroad Avenue	2	Approved with conditions

One (1) "Approval Not Required" (ANR) plan was submitted. The Planning Board determined that the subdivision of land did not require approval under the Subdivision Control Law, and the plan was endorsed. One new building lot was created by this plan.

### Site Plan Review

Five new site plan review applications for commercial and industrial projects were submitted. Three projects were approved with conditions by the Planning Board; the two remaining are pending action by the Board. One proposal will construct an early childhood education facility on Main Street behind Sonic. The second will create a retail strip on Ballardvale Street on the former AGFA site and the final submission will create commercial condominiums near the ice skating rink off Main Street. The pending applications are for the reuse of an industrial building on Jewel Drive and the creation of a donut shop on Main Street at the site of the former Danvers Bank.

### Stormwater Management Permits

The past year was the first full year of implementation of the Town's Stormwater Management Bylaw enacted at the 2009 Annual Town Meeting. A full Stormwater Management Permit is required for projects disturbing 20,000 square feet of land or more, while Simple Stormwater Management Permits are issued for projects causing less land disturbance, such as additions of 600 square feet or more. This year, 39 applications for simple permits were received and 13 for full permits. Greater coordination between those departments involved in the development process has been one benefit of the new By-law. Full permits for projects disturbing 20,000 square feet of land or more require a public hearing. Those projects needing to file a Notice of Intent with the Conservation Commission are heard in conjunction with the public hearing for the Notice of Intent. Others are heard by the Planning Board in conjunction with a public hearing for Site Plan Review. Simple Stormwater applications are handled administratively by Planning & Conservation staff.

Of the 39 applications for Simple Stormwater Management Permits, two were denied for inadequate information. They were subsequently resubmitted and approved with conditions. Three others are pending. Thirteen full Stormwater Management Permit applications were received. Twelve were approved with conditions and the 13th application is pending.

### Zoning

In accordance with M.G.L. Chapter 40A, the Planning Board holds required statutory public hearings on proposed amendments to the Zoning By-law and Map and submits formal reports and recommendations to Town Meeting voters. Those recommendations are included in this Annual Report under "Town Meeting."

### Conservation Commission Activity

The Wilmington Conservation Commission is charged with upholding the interests of the Massachusetts Wetlands Protection Act. The Commission received 44 filings for activities under the jurisdiction of the Massachusetts Wetlands Protection (M.G.L. Chapter 131, Section 40 and its regulations at 310 CMR 10.00) in 2011.

Wilmington has an abundance of these wetland resource areas, including banks, bordering vegetated wetlands (swamps, marshes, etc.), land under water bodies and riverfront areas. Activities reviewed by the Commission can include tree removal and landscaping and construction of houses, driveways, additions, septic systems and subdivision roadways/utilities/drainage systems within 100 feet of the above resource areas or 200 feet of a perennial stream. Work within bordering land subject to flooding (floodplain) is also subject to the jurisdiction of the Conservation Commission. Each filing involves one or, in some cases, multiple public hearings before the Commission. The Commission seeks to work through the permitting process with the applicant to provide protection of the public and private water supply as well as groundwater supply, provide flood control, prevent storm damage and pollution and protect wildlife habitats. Residents are encouraged to attend and provide comment relative to work near wetland resource areas. The hearings are generally held on the first and third Wednesday of each month. The agenda for hearings can be accessed at [www.town.wilmington.ma.us/old/consERVE.htm](http://www.town.wilmington.ma.us/old/consERVE.htm).

When the Wilmington Conservation Commission was originally formed in 1964, its purpose was to inventory, promote, develop and conserve the town's natural resources. Today, the primary responsibility of the Conservation Commission is the administration and enforcement of the Massachusetts Wetlands Protection Act (310 CMR) leaving little time to actually acquire and manage open space. The Conservation Commission oversees a management plan for the Town Forest. Implementing effective forest management strategies are the Commission's goals. The significant size of the parcel (154 acres) and the fact that most of it is a scenic forested upland make it a very promising site for passive recreational activities such as hiking, horseback riding, picnicking, bicycling, cross-country skiing, birding and photography. With the access road and parking area, the forest is accessible to residents.

Conservation Commissioners are appointed to three-year terms by the Town Manager. Citizens serving on the Commission in 2011 were: Chairman Donald Pearson; Vice Chairman Vincent Licciardi; members Frank Ingram, Charles Fiore, Jr. and Julia Flynn. Heidi Mitza and Thomas Siracusa stepped down. Any questions about wetlands, laws and regulations or filing procedures should be directed to Winifred McGowan, Assistant Director of Planning & Conservation.

Special Projects:

#### Affordable Housing

The Town's achieved goal of 10% affordability was short-lived as the new U. S. census added housing units created during the past 10 years. The town is credited with having 7,788 housing units of which 711 are affordable units. The Town has now achieved 9.1% affordability. The property located at 10 Burlington Avenue, formerly known as Crystal Commons and now known as Legacy Place, has an active comprehensive permit. The Board of Appeals allowed the project developer to amend its application to become rental units rather than condominiums. The property has been transferred to the new owner and a demolition permit is expected to be issued in early 2012. Once building permits are issued, these units will be added to the Town's inventory of affordable units, bring the number of affordable units to 819 enabling the Town to again achieve 10% affordability. This will allow the community to consider affordable housing projects that attain significant community support and will prevent developers from seeking to overturn a negative decision by the Board of Appeals through the State Housing Appeals Court.

#### Open Space and Recreation Plan Update

The Town's Open Space and Recreation Plan is mandated to be updated every five years and the Open Space and Recreation Plan Committee was re-established in 2006 for that purpose.

#### I-93 Interchange Planning

The Town Manager, a representative of the Board of Selectmen, the Chairman of the Planning Board and the Planning Director serve on the I-93 Task Force. Similar representatives from Andover and Tewksbury make up the remainder of the Task Force. A Memorandum of Understanding sets a framework of cooperation among the communities. All meetings of the Task Force are open to the public and posted in the respective communities.

Funds from a grant program administered by the Executive Office of Housing and Economic Development were awarded to each town for land use planning of the 700 acres identified as the study area for the interchange project. A draft Form Based Code is under review and will establish a form of land use and zoning for the development area. A Form Based Code is different than conventional zoning in that it is based on building form, arrangement of streets and walkways, provision of open space and density of use before the actual land use is established. Conventional zoning is strictly based on land uses allowed in districts with little to no emphasis on building and development form.

During the year, the project has been on hold pending identification of a funding source.

#### Statistical Data

Filing Fees Collected	\$6,575.00
Notices of Intent Filed	23
Requests for Determinations of Applicability	18
Abbreviated Notice of Resource Area Delineation Issued/Pending	3/0
Public Hearings/Meetings Held (including continuances)	92
Extension Permits Issued/Denied	3/0
Enforcement Orders Issued	2
Violation Notices Issued	50
Certificates of Compliance Issued/Denied	16/0
Decisions Appealed/Withdrawn	1/0
Order of Conditions Issued/Denied/Pending	22/1/5
Emergency Certifications Issued	6
Request for Insignificant Change Approved/Denied	2/0
Negative Determination/Pending	18/2
Positive Determination/Withdrawn/Pending	0/1/0
Request for Amendments/Issued/Denied/Pending	2/0/1
Acres of Land Acquired	0.00

## Metropolitan Area Planning Council

The North Suburban Planning Council (NSPC) is composed of eight towns and one city that have formed a voluntary association to facilitate cooperative regional planning. The goals of NSPC are to facilitate communication between member communities on planning topics of interest including: issues of growth management and land use and to provide a forum for members to create a shared agenda for action that, if thoughtfully addressed, will allow the region to continue to thrive as a desirable place to live and work.

NSPC held ten meetings in 2011. Tony Fields, Town of Burlington, continued to serve as the Chairman, Joan Blaustein, Metropolitan Area Planning Council (MAPC) Land Resources Planner, has served in the role of NSPC Subregional Coordinator for over two decades; she stepped down from this role in 2011. Jennifer Erickson, MAPC Regional Planner, will serve in this role moving forward. NSPC members heard from guest presenters as well as MAPC staff about various projects and topics of interest. Members received information about project funding opportunities through the Sustainable Communities Regional Planning Grant (SCRPG), District Local Technical Assistance (DLTA)-funded regional energy projects and the MAPC Local Energy Action Program. Presentations were also offered on timely topics like stormwater management, the regionalization of housing services and municipal governments and accessibility issues. Members continued the annual activity of reviewing NSPC transportation priorities, projects and study areas as part of the Transportation Improvement Program (TIP) and the Unified Work Planning Program. Through the Sustainable Communities proposal development process, members identified a number of shared interests and project ideas, including: identification of priority development and preservation areas in the subregion; open space preservation and connectivity planning with potential linkages towards creation of a regional open space and trails system; residential development patterns in NSPC communities and best practices for regional corridor districts.

NSPC and its member communities also engaged in the following notable activities in 2011: submission of a comment letter on the TIP priority projects list to the Metropolitan Planning Organization (MPO), development and submission of a proposal to the Sustainable Communities Regional Planning grant program and participation in developing a 2012 NSPC Work Plan that includes new strategies the subregion will engage that are enabled by SCRPG funding. MAPC also commenced project work on the Reading-Wakefield-Melrose Main Street Corridor Planning Study, which involves two NSPC member communities, Wakefield and Reading, along with the City of Melrose. This project was funded through the 2011 DLTA program. It looks at ways to improve upon the existing transportation network by reducing automobile traffic while promoting commuter rail, walking, bicycling and bus transportation.

MAPC continues to upgrade the NSPC webpage in an on-going effort to provide member communities with better access to information. The page is: [www.mapc.org/subregions/nspc](http://www.mapc.org/subregions/nspc).

## Middlesex Canal Commission

The Middlesex Canal Commission (MCC) is a State Commission consisting of members representing each of the nine towns through which the canal traversed and representatives of the MassDOT, Conservation Department, state officials, Representative James R. Miceli and Senator Bruce E. Tarr. Thomas Raphael from the Town of Winchester has been Chairman for the past sixteen years. This has been a very busy year as the final planning for the 25 percent design's final approval by the MassDOT for the "Mill Pond Heritage Park" is underway. John Ryther from ICON and Thomas Raphael spent the year resolving the many details of basic construction. There were meetings with the Billerica Engineering Department, the MassDOT in Boston and at least three meetings at our museum with numerous representatives of state departments. This detail is necessary to fulfill requirements of eligibility for Federal Highway Enhancement Project Funding.

The Middlesex Canal Association is a group whose purpose is to preserve the Canal and raise its awareness in the community. There are members at large who pay dues, elect a group of officers and plan a variety of activities to enhance its purpose.

Activities in 2011 included a fall walk at Sandy Beach in Winchester/Mystic River Aqueduct in Medford and a spring walk at the Baldwin Mansion in Woburn. These are well attended and well liked. A fall bike ride led by Medford's Dick and Roberta Bauer. This is an enthusiastic group who ride up to Lowell, stopping by our museum for refreshments and then take the train back home. Three lectures at the museum: In the winter, Professor Chad Montrie spoke about the lower Concord River with emphasis on the industry there. In the spring, Chuck Parrott from the National Park Service discussed his research into the Tidal Mill that operated at Mill Creek in Boston. In the fall, Tom Raphael showed slides and spoke of his World Canal Conference attendance in the Netherlands. Jeff Ellis spoke of his 400 mile bike ride along the Erie Canal. This meeting was followed by refreshments consisting of Baldwin Apple crisp, an annual event. Education Programs led by Woburn Street School teacher Traci Jansen provided activities for 200 third graders at the museum. Additional sessions are planned as requested for adults and children. October is Massachusetts Archeology month. President Jay Breen showed people the marker used to determine the height of the Mill Pond water which he discovered for the first time. Past President of the Middlesex Canal Association, Leo Eno's original paper on the Great Billerica Dam Controversy was on display. Bill Berber had a display for pottery and household items which were discovered by John Ciriello in North Woburn when he was digging out the back of his house for an addition at the site of the Old Tay Tavern where the Middlesex Canal crossed from the east side of Route 38 to the west side. Senator Niki Tsongas celebrated Concord River Day at our museum. A large group of Girl Scouts were in attendance. They had studied water quality and several received awards. Wilmington teacher Traci Jansen received a Certificate of Special Congressional Recognition in appreciation of her efforts to educate children about the historical significance of the Middlesex Canal and her gift of bringing local history to life. Neil Devin and Russ Silva covered a display of the Middlesex Canal at the annual Wilmington Memorial Library Community Fair.

Highlights of the year were our Celebration of Ten Years since the museum opened in July of 2001. This has been an extraordinary effort by a group of volunteers. The second highlight was when we were asked by the West End Museum in Boston to set up an exhibit about the Canal. We were delighted to accept. Few people in Boston realize that the Canal bi-sected Canal Street in Boston and played a major role in bringing supplies for the construction of Boston. Granite, quarried in Chelmsford, was brought down the Canal to construct Massachusetts General Hospital's first building, the Fanueil Hall Market Place and numerous Bulfinch mansions. Haymarket Square was the place where hay was brought to feed the horses. Lectures were given by our Directors. This four week exhibit was well attended.

Unfortunately we lost three of our most prolific Directors: Col. Wilbar M. Hoxie, 94 years old, whose expertise and leadership led to the Shawsheen Aqueduct being declared a National Historic Engineering Landmark and drew up a map of the Middlesex Canal which was used in our National Historic Registry application. David Dettinger, 91 years old, wrote our canal song "Hauling Down to Boston," wrote the definitive thesis on "The Canal which Bisected Boston" and the play about how the Canal got started. Bruce McHenry, 79 years old, who worked for National Parks all over the country, gave us much valuable advice about how to improve our operations. They will be missed.

The Middlesex Canal Museum and Visitor Center in North Billerica is open every weekend except major holidays from noon to 4 p.m. and is free. Our web site: [www.middlesexcanal.org](http://www.middlesexcanal.org) is well run and full of information. We welcome new members.

Wilmington Middlesex Canal Commission Members are: Betty M. Bigwood, Neil P. Devins and Michael J. McInnis.



*Silver Lake, one giant ice rink.*

# Inspector of Buildings

The office of the Inspector of Buildings is responsible for enforcing the Commonwealth of Massachusetts building, plumbing, gas and wiring codes, the Town of Wilmington Zoning By-law and for maintaining all related records. In addition, all administrative tasks for the Board of Appeals are handled by this office.

The Inspector of Buildings is Al Spaulding; the Plumbing and Gas Inspector is Paul Raffi; the Wiring Inspector is Frederick Sutter. Toni La Rivee serves as the secretary for the Building Inspector's office and the Board of Appeals.

It is our goal to help people understand the regulations enforced by the Inspector of Buildings, how best to comply with those regulations and to provide assistance to residents and others who have questions about homes and property in the town. If you have any questions, please do not hesitate to come and see us.

	2009		2010		2011	
RESIDENTIAL	<u>No.</u>	<u>Valuation</u>	<u>No.</u>	<u>Valuation</u>	<u>No.</u>	<u>Valuation</u>
Single Family Dwellings	26	4,069,760	39	6,697,120	35	5,533,516
Additions	60	2,352,473	65	2,471,341	69	2,485,488
Remodeling	168	1,451,041	251	2,561,759	247	2,649,475
Utility Buildings	9	77,600	9	114,964	8	193,075
Pools	17	96,294	24	233,670	14	157,045
Miscellaneous	<u>42</u>	<u>389,717</u>	<u>45</u>	<u>232,982</u>	<u>40</u>	<u>582,835</u>
	322	8,436,885	433	12,311,836	413	11,601,434
COMMERCIAL						
New Buildings	5	2,478,000	5	2,706,365	3	1,020,000
Public Buildings	0	0	0	0	0	0
Additions	3	427,000	3	1,943,996	2	25,960
Fitups	57	5,391,442	36	15,781,826	47	12,488,296
Utility Buildings	1	60,000	0	0	1	4,800
Signs	33	86,587	24	98,725	17	594,646
Miscellaneous	<u>22</u>	<u>869,095</u>	<u>17</u>	<u>700,787</u>	<u>26</u>	<u>1,300,830</u>
	121	9,312,124	85	21,231,699	96	15,434,532
TOTAL	443	17,749,009	518	33,543,535	509	27,035,966

## REPORT OF FEES RECEIVED AND SUBMITTED TO TREASURER

Building Permits	443	210,070.50	519	287,544.07	509	299,056.00
Wiring Permits	471	67,754.00	513	55,705.00	539	77,027.00
Gas Permits	228	16,975.00	265	15,219.00	280	19,240.00
Plumbing Permits	262	26,380.00	328	25,485.00	331	33,265.00
Sheet Metal	0	0	0	0	19	5,880.00
Cert. of Inspection	47	2,206.00	30	1,494.00	24	1,065.00
Occupancy	73	3,600.00	70	3,500.00	76	3,750.00
Copies		53.60		80.75		378.25
Court	0	0	0	0	0	0
Industrial Elec. Permits	56	9,000.00	58	9,750.00	46	6,900.00
Board of Appeals Fees	<u>35</u>	<u>3,500.00</u>	<u>24</u>	<u>2,400.00</u>	<u>26</u>	<u>3,100.00</u>
	1,615	\$339,539.10	1,807	\$401,177.82	1,850	\$449,661.25



# Board of Appeals

Case 1-11

Robert L. Gilbert

Map 24 Parcel 6

To acquire a Special Permit in accordance with §3.5.15 Auto Repair for property located on 4 Jewel Drive, Unit 6.

**Granted – meets the criteria of the Zoning By-law.**

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Case 2-11

Ferro Ceramic Grinding, Inc.

Map 99 Parcel 143

To acquire a Special Permit in accordance with §3.6.6 General Manufacturing for property located on 5 Cornell Place.

**Granted – meets the criteria of the Zoning By-law.**

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Case 3-11

Ferro Ceramic Grinding, Inc.

Map 99 Parcel 143

To acquire a Special Permit in accordance with §6.6.7.6 Handling of Hazardous Wastes for property located on 5 Cornell Place.

**Granted – meets the criteria of the Zoning By-law.**

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Case 4-11

Campanelli-Trigate GS LLC

Map 99 Parcel 143

To acquire a Special Permit in accordance with §6.4 Parking for property located on 5 Cornell Place.

**Granted – meets the criteria of the Zoning By-law.**

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Case 5-11

Cornell Real Estate LLC

Map 99 Parcel 141

To acquire a variance from §5.2.5 to construct an addition no closer than 20 feet from the rear yard lot line when 50 feet is required for property located at 1 Cornell Place.

**Granted – no closer than 20 feet.**

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Case 6-11

Cornell Real Estate LLC

Map 99 Parcel 141

To acquire a Special Permit in accordance with §6.4.3 Relief from Parking Regulations for property located at 1 Cornell Place.

**Granted – meets the criteria of the Zoning By-law.**

---

Case 7-11

Cornell Real Estate LLC

Map 99 Parcel 141

To acquire a variance from §5.2.7 requesting building coverage of 41% when 35% is allowed for property located at 1 Cornell Place.

**Granted – 41% when 35% is allowed.**

---

Case 8-11

Cornell Real Estate LLC

Map 99 Parcel 141

To acquire a variance from §5.2.6.1 natural buffer of 210 feet – 20 foot landscaped buffer when abutting residential property is required for property located at 1 Cornell Place.

**Granted – natural buffer of 210 feet.**

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Case 9-11

Cornell Real Estate LLC

Map 99 Parcel 141

To acquire a Special Permit in accordance with §6.6.7.7 Ground Water Protection District for property located at 1 Cornell Place.

**Granted – meets the criteria of the Zoning By-law.**

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Case 10-11

Tresca Brothers Sand & Gravel

Map 38 Parcels 3 A & B

To acquire a Special Permit in accordance with §6.6.7.7 Ground Water Protection District.

**Denied**

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Case 11-11

Tresca Brothers Sand & Gravel

Map 38 Parcels 3 A & B

To acquire a Special Permit in accordance with §3.6.6 General Manufacturing.

**Denied**

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Case 12-11

Tresca Brothers Sand & Gravel

Map 38 Parcels 3 A & B

To acquire a Special Permit in accordance with §6.1.4 modify an existing nonconforming building for property located on 90 Eames Street.

**Denied**

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Case 13-11

innoPad Inc.

Map R2 Parcel 26C

To acquire a Special Permit in accordance with §3.6.5, Limited Manufacturing for property located at 265 Ballardvale Street.

**Granted – meets the criteria of the Zoning By-law.**

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Case 14-11

Griffith Properties LLC

Map R2 Parcels 21 & 7

To acquire a Special Permit in accordance with §6.6.7.7 Ground Water Protection District for property located on 150-200 Ballardvale Street.

**Granted – meets the criteria of the Zoning By-law.**

---

Case 15-11

David T. Ward

Map 34 Parcel 157

To acquire a Special Permit in accordance with §6.6.7.7 Ground Water Protection District for property located on 15 Fitz Terrace.

**Granted – meets the criteria of the Zoning By-law.**

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Case 16-11

4<sup>th</sup> of July Committee

Map 63 Parcel 10

To acquire a Special Permit in accordance with §4.1.9 for a carnival during the Fun on the Fourth Celebration for property located on 159 Church Street.

**Granted – meets the criteria of the Zoning By-law.**

---

Case 17-11

Garrett R. DeBlois

Map 97 Parcel 39

To appeal the decision of the Inspector of Buildings and approve a variance from Standard Dimensional Regulations (Table II) §5.2.4 (front yard setback) and §5.3.1 (special exceptions – average of abutting – 33.05 feet) and construct an addition 26.2 feet from the front yard setback when 33.05 feet is allowed for property located on 11 Catherine Avenue.

**Denied – no demonstrated hardship.**

---

Case 18-11

Victoriano Layon

Map 84 Parcel 84

To acquire a variance from Standard Dimensional Regulations (Table II) §5.2.4 to allow an existing addition to remain 29.7 feet from the front lot line when 30 feet is required for property located on 11 McDonald Road.

**Granted – no closer than 29.7 feet from the front lot line.**

---

Case 19-11

Hidden Jewel LLC

Map 24 Parcel 205

To acquire a Special Permit in accordance with §3.6.5 Limited Manufacturing for property located on 1 Jewel Drive.

**Granted – meets the criteria of the Zoning By-law.**

---

Case 20-11

Gregory & Elizabeth McGowan

Map 13 Parcel 003

To acquire a variance from Standard Dimensional Regulations (Table II) §5.2.5 to allow an existing cabana to remain 18 feet from the rear lot line when 25 feet is required for property located on 364 Chestnut Street.

**Granted – no closer than 18 feet from the rear lot line.**

---

Case 21-11

MT Pokkets Realty Trust

Map 25 Parcel 004

To acquire a variance from Standard Dimensional Regulations (Table II) §5.2.5 to allow an existing building to remain 27.1 feet from the rear lot line when 50 feet is required and §5.2.6.1 which requires a residential landscape buffer between business and residential uses for property located on 911 Main Street.

**Granted – no closer than 27.1 feet from the rear lot line.**

---

Case 22-11

Panera Bread

Map 043 Parcel 005

To acquire a Special Permit in accordance with §3.5.4 Limited Service Restaurant for property located at (240 Main Street-Wilmington Plaza) 228 Main Street.

**Granted – meets the criteria of the Zoning By-law.**

---

Case 23-11

Mary C. Law

Map 31 Parcels 68

To acquire a Special Permit in accordance with §6.1.6.4 to increase a nonconforming structure (for a bulkhead to be 16 feet from the side yard lot line when 20 feet is required) for property located on 3 Dunmore Road.

**Granted – no more detrimental to the neighborhood than existing nonconforming structure.**

---

Case 24-11

William F. Cavanaugh, III

Map 55 Parcel 33

To acquire a Special Permit in accordance with §6.1.6.4 to increase a nonconforming structure (to add a second story to an existing nonconforming structure-rear portion only) for property located on 2 Jones Avenue.

**Granted – no more detrimental to the neighborhood than existing nonconforming structure.**

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Case 25-11

Dana Anderson c/o F. Hancox

Map 53 Parcel 21A

To acquire a Special Permit in accordance with §6.1.6.4 to increase a nonconforming structure (to construct a two-story addition 10.7 feet from the side yard lot line when 15 feet is required) for property located at 3 Rhodes Street.

**Granted – no more detrimental to the neighborhood than existing nonconforming structure.**

---

Case 26-11

Dana Anderson c/o F. Hancox

Map 53 Parcel 21A

To acquire a Special Permit in accordance with §6.6.7.7 Ground Water Protection District (to render impervious more than 15%) for property located at 3 Rhodes Street.

**Granted – meets the criteria of the Zoning By-law.**

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To acquire a Special Permit in accordance with §6.6.7.7 Ground Water Protection District (to render impervious more than 15%) for property located at 7 Arlene Avenue.

**Granted – meets the criteria of the Zoning By-law.**

To acquire a variance from Standard Dimensional Regulations (Table II) §5.2.5 for an additional deck to be 8'2" from the side yard lot line when 20 feet is required for property located on 51 Salem Street.

**Pending**

To acquire a variance from Standard Dimensional Regulations (Table II) §5.2.5 for an addition to be 6'1" from the side yard lot line when 15 feet is required for property located on 5 Cottage Avenue.

**Pending**

## Constable

During the year the following notices and warrants were posted by the Constable in each of the six (6) precincts.

Annual Town Election and Town Meeting	April 6, 2011
Special Town Election	October 14, 2011
Special Town Meeting	November 2, 2011

# ANNUAL TOWN ELECTION – APRIL 23, 2011 WITH ACTION TAKEN THEREON

TO: Constable of the Town of Wilmington

ARTICLE 1: To bring in your votes on one ballot respectively for the following named offices to wit: Two Selectmen for the term of three years; two members of the School Committee for the term of three years; one member of the Housing Authority for the term of five years; and one member of the Redevelopment Authority for a term of five years.

You are also hereby further required and directed to notify and warn the said inhabitants of the Town of Wilmington who are qualified to vote on elections and town affairs therein to assemble subsequently and meet in the Town Meeting at the High School Gymnasium, 159 Church Street, in said Town of Wilmington, on Saturday the thirtieth day of April, A.D. 2011 at 10:30 a.m., then and there to act on the following articles:

In accordance with the above Warrant, the election was opened by the Town Clerk, Sharon A. George, at the Town Hall, Board of Registrar Member Priscilla Ward, at the Boutwell School and Warden, Patricia McKenna at the Wildwood School.

All voting equipment was in place in each precinct. The checkers were prepared with their voting lists and everything was in readiness at 8:00 a.m. and the polls were declared open.

The results were as follows:

<u>Board of Selectmen for three years (vote for two)</u>	<u>Voted</u>
Raymond N. Lepore	1,388
Michael V. McCoy	1,739
Mark Nelson	478
Judith O'Connell	1,714
Write-in	10
Blanks	<u>729</u>
Total	6,058

<u>School Committee for three years (vote for two)</u>	
Leslee A. Quick	1,516
Michael Bodnar, Jr.	631
Virginia M. Bonish	1,682
Manny L. Mulas	722
Karl I. Sagal	414
Write-in	78
Blanks	<u>1,015</u>
Total	6,058

<u>Housing Authority for five years (vote for one)</u>	
Gregory Bendel (write-in candidate)	321
Write-in	78
Blanks	<u>2,630</u>
Total	3,029

<u>Redevelopment Authority for five years (vote for one)</u>	
Patrick M. Keogan	1,851
Write-in	17
Blanks	<u>1,161</u>
Total	3,029

The results of this election were ready at 8:30 p.m. and the elected officers present were sworn in to the faithful performance of their duties by the Town Clerk, Sharon A. George. The total number of votes cast was 3,029, which represented 20% of Wilmington's 15,516 registered voters.

## ANNUAL TOWN MEETING – APRIL 30, 2011 WITH ACTION TAKEN THEREON

With a quorum present at 10:50 a.m. (150 by the Town of Wilmington By-Laws) James Stewart, Town Moderator, opened the meeting with the Pledge of Allegiance. The colors were presented by the Wilmington Minutemen. The Moderator then read the names of departed town workers, members of committees and boards that had passed away during the past year. Those present paused in tribute to our servicemen and women and the hope that they will all return safely home. A moment of silence was observed for all. He then introduced our newly elected and re-elected town officials.

MOTION: On motion of Chairman Louis Cimaglia, and duly seconded, the Town of Wilmington voted UNANIMOUSLY that the Moderator suspend the reading of the Warrant and take up and make reference to each article by number.



ARTICLE 2. To hear reports of Committees and act thereon.

MOTION: On motion of Michael Caira, Town Manager, and duly seconded, the Town of Wilmington voted UNANIMOUSLY that no action be taken.

ARTICLE 3. To see if the town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the purpose of paying unpaid bills of previous years; or take any other action related thereto.

MOTION: On motion of Mr. Caira, and duly seconded, it was voted UNANIMOUSLY by the Town of Wilmington not to adopt Article 3.

ARTICLE 4. To see if the town will vote to authorize the Treasurer/Collector, with the approval of the Selectmen, to enter into an agreement, under the provisions of Chapter 44, Section 53F of the Massachusetts General Laws, with one or more banks doing business in the Commonwealth of Massachusetts, during Fiscal Year 2012 and for a term not to exceed three years, which will permit the Town of Wilmington to maintain funds on deposit with such institutions in return for said institutions providing banking services; or take any other action related thereto.

MOTION: On motion of Mr. Cimaglia, and duly seconded, it was voted UNANIMOUSLY by the Town of Wilmington to authorize the Treasurer/Collector, with the approval of the Selectmen, to enter into an agreement, under the provisions of Chapter 44, Section 53F of the Massachusetts General Laws, with one or more banks doing business in the Commonwealth of Massachusetts, during Fiscal Year 2012 and for a term not to exceed three years, which will permit the Town of Wilmington to maintain funds on deposit with such institutions in return for said institutions providing banking services.

ARTICLE 5. To see how much money the town will appropriate for the expenses of the town and the salaries of several Town Officers and Departments and determine how the same shall be raised, whether by taxation, transfer from available funds, or otherwise; or take any other action related thereto.

Discussion began regarding the way each department budget was voted. A vote was put to the body as to taking each category; such as General Government, Public Safety, rather each department within the category.

MOTION: On motion of John Doherty, Chairman of the Finance Committee, and duly seconded, the Town of Wilmington voted in the affirmative that the several and respective sums as recommended and presented by the Finance Committee be raised from the FY-12 tax levy and other general revenues of the Town, or by transfer from available funds as may be recommended by the Finance Committee, and be appropriated for the purpose set forth in Article #5, each budget category including General Government; Public Safety; Public Works; Community Development; Public Buildings; Human Services; Wilmington School Department; Shawsheen Valley Regional Vocational Technical High School District; Maturing Debt and Interest; Unclassified & Reserve and Statutory Charges to be taken up and voted on in the order they appear, subject to amendment, and each budget category not be open for reconsideration until the entire budget is voted.

The Moderator recognized Mr. Doherty for comments. Mr. Doherty stated that the Finance Committee has four motions (5A, 5B, 5C and 5D) that will be voted on during the budget votes. Each motion will be voted during the part of the budget it refers to.

#### GENERAL GOVERNMENT

##### Selectmen – Legislative

Salaries	4,620
Expenses	14,800
Furnishings & Equipment	<u>0</u>
Total	19,420

Selectmen – Elections	
Salaries	25,623
Expenses	<u>13,565</u>
Total	39,188
Registrars of Voters	
Salaries	1,875
Expenses	<u>6,450</u>
Total	8,325
Finance Committee	
Salaries	1,400
Expenses	<u>8,500</u>
Total	9,900
Town Manager	
Salary – Town Manager	140,000
Other Salaries	285,971
Expenses	70,300
Furnishings & Equipment	<u>1,400</u>
Total	497,671
Town Accountant	
Salary – Town Accountant	104,268
Other Salaries	234,190
Expenses	2,315
Furnishings & Equipment	<u>245</u>
Total	341,018
Treasurer/Collector	
Salary – Treasurer/Collector	84,687
Other Salaries	141,774
Expenses	19,482
Amt. Cert. Tax Title	15,000
Furnishings & Equipment	<u>125</u>
Total	261,068
Town Clerk	
Salary – Town Clerk	75,613
Other Salaries	77,520
Expenses	3,350
Furnishings & Equipment	<u>0</u>
Total	156,483
Board of Assessors	
Salary – Principal Assessor	101,494
Other Salaries	92,042
Expenses	79,100
Appraisals & Inventory	62,500
ATB Costs	20,000
Furnishings & Equipment	<u>2,300</u>
Total	357,436
Town Counsel	
Legal Services	221,000
Expenses	<u>5,500</u>
Total	226,500

Permanent Building Committee	
Salaries	450
Expenses	<u>0</u>
Total	450

TOTAL GENERAL GOVERNMENT 1,917,459

PUBLIC SAFETY

Police

Salary – Chief	111,860
Salary – Deputy Chief	98,470
Salary – Lieutenants	304,343
Salary – Sergeants	390,638
Salary – Patrolmen	1,894,609
Salary – Clerks	85,503
Salary – Overtime	445,000
Salary – Paid Holidays	100,000
Salary – Specialists	12,350
Salary – Night Differential	45,864
Salary – Incentive	223,785
Sick Leave Buyback	30,667
Expenses	234,349
Furnishings & Equipment	<u>21,300</u>
Total	3,998,738

Fire

Salary – Chief	114,856
Salary – Deputy Chief	87,527
Salary – Lieutenants	453,086
Salary – Privates	1,906,468
Salary – Clerk	52,470
Salary – Part Time	18,655
Salary – Overtime	450,000
Salary – Paid Holidays	128,446
Salary – EMT & Incentive Pay	9,025
Salary – Fire Alarms	0
Salary – Sick Leave Buyback	28,878
Expenses	121,325
Furnishing & Equipment	<u>18,000</u>
Total	3,388,736

Public Safety Central Dispatch

Personnel Services	554,535
Contractual Services	28,000
Material & Supplies	3,750
Furnishings & Equipment	<u>5,000</u>
Total	591,285

Animal Control

Salaries	39,335
Expenses	<u>3,825</u>
Total	43,160

TOTAL PUBLIC SAFETY 8,021,919

PUBLIC WORKS

Personnel Services

Superintendent	105,867
Engineer – Full Time	229,584
Engineer – Part Time	12,220
Highway – Full Time	1,183,403
Highway – Overtime	60,990
Highway – Seasonal	13,600
Stream Maintenance – Seasonal	13,600
Tree – Full Time	181,257
Tree – Overtime	8,800
Parks/Grounds – Full Time	326,416
Parks/Grounds – Overtime	18,830
Cemetery – Full Time	118,615
Cemetery – Part Time	6,760
Cemetery – Overtime	10,360
Snow/Ice – Extra Help – Overtime	<u>168,350</u>
Total	2,458,652

Contractual Services

Engineer	7,700
Engineer – Training/Conference	2,000
Highway	86,090
Highway – Repairs/Town Vehicles	120,900
Highway – Training/Conference	2,000
Tree	5,000
Parks/Grounds	19,000
Cemetery	4,100
Road Machinery – Repair	80,000
Public Street Lights	265,000
Rubbish Collection & Disposal	1,606,511
Snow & Ice – Repairs	18,730
Snow & Ice – Miscellaneous Services	<u>155,000</u>
Total	2,372,031

Materials & Supplies

Engineer	4,800
Highway	39,000
Highway – Construction Supplies & Road Improvements	82,000
Highway – Gas, Oil, Tires (Other)	174,387
Highway – Gas, Oil, Tires (DPW)	138,312
Stream Maintenance – Expenses	1,000
Tree	6,500
Parks/Grounds	106,060
Cemetery	13,650
Drainage Projects	55,000
Snow & Ice – Salt & Sand	199,410
Snow & Ice – Tools & Equipment	<u>6,000</u>
Total	826,119

Furnishings & Equipment

37,990

SEWER

Personnel Services	69,964
Maintenance/Operations	<u>59,120</u>
Total	129,084

TOTAL PUBLIC WORKS

5,823,876

5A

MOTION: On motion of Mr. Doherty, and duly seconded, the Town of Wilmington voted in the affirmative that the sum of Five Million Eight Hundred Twenty-Three Thousand Eight Hundred Seventy-Six Dollars (\$5,823,876) be appropriated for the Department of Public Works; and to meet this appropriation Twenty Thousand Dollars (\$20,000) be transferred from the Sale of Cemetery Lots Account and that and the sum of Twenty Thousand Dollars (\$20,000) be transferred from Interest Cemetery Trust Funds and that both amounts be applied to the line item Personnel Services Cemetery – Full Time and that the balance of Five Million Seven Hundred Eighty-Three Thousand Eight Hundred Seventy-Six Dollars (\$5,783,876) be raised from the FY-12 tax levy and other general revenues of the Town.

COMMUNITY DEVELOPMENT

Board of Health

Salary – Director	75,347
Other Salaries	113,157
Expenses	9,575
Mental Health	35,000
Furnishings & Equipment	0
Total	<u>233,079</u>

Sealer of Weights/Measures

Salaries	0
Expenses	<u>5,000</u>
Total	<u>5,000</u>

Planning & Conservation

Salary – Director	81,664
Other Salaries	222,748
Expenses	10,175
Furnishings & Equipment	<u>500</u>
Total	<u>315,087</u>

Building Inspector/Board of Appeals

Salary – Building Inspector	73,411
Other Salaries	106,901
Expenses	4,250
Furnishings/Equipment	<u>0</u>
Total	<u>184,562</u>

TOTAL COMMUNITY DEVELOPMENT

737,728

PUBLIC BUILDINGS

Salary – Superintendent	92,162
Other Salaries	2,260,346
Overtime	48,000
Part Time Seasonal	13,600
Heating	1,047,000
Electricity	200,000
Utilities	110,000
Expenses	520,400
Furnishings & Equipment	<u>0</u>

TOTAL PUBLIC BUILDINGS

4,291,508

## HUMAN SERVICES

### Veterans' Aid/Benefits

Salary – Veterans' Agent	58,713
Expenses	1,800
Assistance – Veterans	<u>306,000</u>
Total	366,513

### Library

Salary – Director	84,423
Other Salaries	715,687
Merrimack Valley Library Consortium	33,195
Expenses	148,323
Furnishings & Equipment	<u>18,350</u>
Total	999,978

### Recreation

Salary – Director	68,601
Other Salaries	46,994
Expenses	4,500
Furnishings & Equipment	<u>700</u>
Total	120,795

### Elderly Services

Salary – Director	66,713
Other Salaries	113,253
Expenses	40,670
Furnishings & Equipment	<u>150</u>
Total	220,786

### Historical Commission

Salaries	21,542
Expenses	6,750
Furnishings & Equipment	<u>0</u>
Total	28,292

## TOTAL HUMAN SERVICES

1,736,364

## SCHOOLS

Wilmington School Department	31,467,500
Shawsheen Valley Regional Vocational Technical High School District	3,252,000

## TOTAL SCHOOLS

34,719,500

## MATURING DEBT & INTEREST

Schools	113,213
Public Safety	152,175
General Government	0
Sewer	176,198
Water	163,080
Interest on Anticipation of Notes & Authorization Fees & Miscellaneous Debt	<u>20,000</u>

## TOTAL MATURING DEBT & INTEREST

624,666

5B

MOTION: On motion of Mr. Doherty and duly seconded, the Town of Wilmington voted in the affirmative that the sum of Six Hundred Twenty-Four Thousand Six Hundred Sixty-Six Dollars (\$624,666) be appropriated for Maturing Debt and Interest and, to meet this appropriation, the sum of One Hundred Sixty-Three Thousand One Hundred Sixty Dollars (\$163,160) be transferred from Water Department Available Funds and be applied to the line item Maturing Dept and Interest-Water and that the sum of Two Thousand Dollars (\$2,000) be transferred from Water Department Available Funds and be applied to the line item Maturing Debt and Interest, Authorization Fees and Miscellaneous Debt, and that the balance of Four Hundred Fifty-Nine Thousand Five Hundred Six Dollars (\$459,506) be raised from the FY-12 tax levy and other general revenues of the Town.

UNCLASSIFIED & RESERVE

Insurance	585,600
Employee Health & Life Insurance	9,066,000
Veterans' Retirement	0
Employee Retirement Unused Sick Leave	36,740
Medicare Employer's Contribution	562,500
Salary Adjustments & Additional Costs	250,000
Local Transportation & Training Conferences	5,000
Out-of-State Travel	1,500
Computer Maintenance Expenses	90,000
Annual Audit	30,000
Ambulance Billing	27,000
Town Report & Calendar	10,000
Professional & Technical Services	110,000
Reserve Fund	<u>450,000</u>
TOTAL UNCLASSIFIED & RESERVE	11,224,340

5C

MOTION: On motion of Mr. Doherty and duly seconded, the Town of Wilmington voted in the affirmative that the sum of Eleven Million Two Hundred Twenty-Four Thousand Three Hundred Forty Dollars (\$11,224,340) be appropriated for Unclassified and Reserve of which the sum of Eighty-Five Thousand Nine Hundred Ninety-Five Dollars (\$85,995) be transferred from Water Department Available Funds and be applied to the Unclassified and Reserve – Insurance Account; and that the sum of Two Hundred Sixty-Eight Thousand Six Hundred Thirty-Four Dollars (\$268,634) be transferred from Water Department Available Funds and be applied to the Unclassified and Reserve – Employee Life and Health Insurance Account; and that the sum of Twenty-Two Thousand Five Hundred Thirty-Three Dollars (\$22,533) be transferred from Water Department Available Funds and be applied to the Unclassified and Reserve – Medicare Employee's Contribution Account; and that the remaining balance of Ten Million Eight Hundred Forty-Seven Thousand One Hundred Seventy-Eight Dollars (\$10,847,178) be raised from the FY-12 tax levy and other general revenues of the Town.

TOTAL MUNICIPAL GOVERNMENT 34,377,860

STATUTORY CHARGES

Current Year Overlay	700,000
Retirement Contributions	4,195,687
Offset Items	38,000
Special Education	4,331
Mass. Bay Transportation Authority	439,738
MAPC (Ch. 688 of 1963)	6,636
RMV Non-Renewal Surcharge	12,500
Metro Air Pollution Control District	6,614
Mosquito Control Program	47,382



M.W.R.A. Sewer Assessment	2,208,067
School Choice	22,600
Charter Schools	81,981
Essex County Technical Institute	<u>49,159</u>

TOTAL STATUTORY CHARGES 7,812,695

5D

MOTION: On motion of Mr. Doherty, and duly seconded, the Town of Wilmington voted in the affirmative that the sum of Seven Million Eight Hundred Twelve Thousand Six Hundred Ninety-Five Dollars (\$7,812,695) be appropriated for Statutory Charges of which the sum of Three Hundred Sixty-Seven Thousand Five Hundred Eighty-Eight Dollars (\$367,588) be transferred from Water Department Available Funds and be applied to the Statutory Charges – Retirement Contributions Account; and that the remaining balance of Seven Million Four Hundred Forty-Five Thousand One Hundred Seven Dollars (\$7,445,107) be raised from the FY-12 tax levy and other general revenues of the Town.

TOTAL 76,910,055

PROPOSED CAPITAL OUTLAY & WARRANT ARTICLES 1,808,035

TOTAL PROPOSED BUDGET 78,718,090

ESTIMATED AVAILABLE FUNDS

Tax Levy	57,647,262
Local Receipts	5,828,000
Local Receipts – Sewer	2,324,151
Local Aid	11,968,767
Free Cash	0
Water Dept. Available Funds	909,910
Sale of Cemetery Lots	20,000
Cemetery Trust Fund – Interest	20,000
Capital Stabilization Fund	0
Capital Project Closeouts	0

TOTAL ESTIMATED FY 2012 AVAILABLE FUNDS 78,718,090

ARTICLE 6. To see if the Town will vote to raise and appropriate, transfer from any available funds, or borrow pursuant to any applicable statute a sum of money for the purchase of new and/or replacement capital equipment, including but not limited to the following items, and further to authorize the sale, trade-in, conveyance or other disposition of any equipment being so replaced, such funds to be spent by the town department, so indicated, with the approval of the Town Manager, and to the extent set forth in Chapter 592 of the Acts of 1950, the Board of Selectmen, as follows:

Police Department

Purchase of five (5) replacement police cruisers

MOTION: On motion of Selectman Michael V. McCoy, and duly seconded, the Town of Wilmington voted in the affirmative that One Hundred Fifty Thousand Dollars (\$150,000) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager for the purchase of five (5) replacement police cruisers for the Police Department and further, the sale, trade in or other disposition, if any, of said replaced vehicles is hereby authorized.

Fire Department

Purchase of one (1) rapid response vehicle

MOTION: On motion of Selectman Michael J. Newhouse, and duly seconded, the Town of Wilmington voted in the affirmative that Two Hundred Twenty Thousand Dollars (\$220,000) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager for the purchase of one (1) rapid response vehicle for the Fire Department.

Public Buildings Department

Purchase of two (2) cargo vans

MOTION: On motion of Selectman Michael L. Champoux, and duly seconded, the Town of Wilmington voted in the affirmative that Forty-Two Thousand Dollars (\$42,000) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager for the purchase of two (2) cargo van trucks for the Public Buildings Department and further, the sale, trade in or other disposition, if any, of said replaced vehicles is hereby authorized.

Department of Public Works

Purchase of one (1) replacement 3/4 ton pick-up truck with cap and plow; one (1) replacement skid steer loader and one (1) replacement heavy duty catch basin cleaner truck, all vehicles to be assigned to the Highway Division

MOTION: On motion of Selectman Judith L. O'Connell, and duly seconded, the Town of Wilmington voted in the affirmative that Two Hundred Thirty-Nine Thousand Nine Hundred Fifty Dollars (\$239,950) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager for the purchase of one (1) replacement 3/4 ton pick-up truck with cap and plow, one (1) replacement skid steer loader and one (1) replacement heavy duty catch basin cleaner truck for the Department of Public Works and further the sale, trade in or other disposition, if any, of said replaced vehicles is hereby authorized.

Department of Elderly Services

Purchase of one (1) replacement wheelchair accessible transport van.

MOTION: On motion of Mr. Cimaglia, and duly seconded, the Town of Wilmington voted in the affirmative that Sixty Thousand Five Hundred Twenty-Five Dollars (\$60,525) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager for the purchase of one (1) replacement wheelchair accessible transport van for the Department of Elderly Services and further the sale, trade in or other disposition, if any, of said replaced vehicle is hereby authorized.

School Department

Purchase of one (1) replacement wheelchair accessible mini-van;

MOTION: On motion of Mr. McCoy, and duly seconded, the Town of Wilmington voted in the affirmative that Forty-Seven Thousand Dollars (\$47,000) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager for the purchase of one (1) replacement wheelchair accessible mini-van for the School Department and further the sale, trade in or other disposition, if any, of said replaced vehicle is hereby authorized.

Finance Committee recommended approval of this Article.

ARTICLE 7. To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money for the replacement of approximately 2,545 square feet of roof area at the Wildwood Early Childhood Center; 5,260 square feet of roof area at the Public Buildings Department headquarters and 9,652 square feet of roof area at the Public Works Department headquarters, such funds to be spent by the Public Buildings Department with the approval of the Town Manager; or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Mr. Newhouse, and duly seconded, the Town of Wilmington voted in the affirmative that Three Hundred Thirty-Six Thousand Dollars (\$336,000) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager for the replacement of approximately 2,545 square feet of roof area at the Wildwood Early Childhood Center; 5,260 square feet of roof area at the Public Buildings Department headquarters and 9,652 square feet of roof area at the Public Works Department headquarters.

ARTICLE 8. To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money for the purchase and installation of an upgraded fire alarm system at the North Intermediate School and at the Woburn Street School; or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Mr. Champoux, seconded by Mr. Doherty, the Town of Wilmington voted in the affirmative that Three Hundred Ten Thousand Dollars (\$310,000) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager for the purchase and installation of an upgraded fire alarm system at the North Intermediate School and at the Woburn Street School.

ARTICLE 9. To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money for the purchase and installation of one high energy efficient forced hot air furnace at the Boutwell Early Childhood Center; or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Ms. O'Connell, and duly seconded, the Town of Wilmington voted in the affirmative that Eighty-Five Thousand Dollars (\$85,000) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager for the purchase and installation of one (1) high energy efficient forced hot air furnace at the Boutwell Early Childhood Center.

ARTICLE 10. To see if the Town will vote to raise and appropriate, transfer from any available funds or borrow pursuant to any applicable statute a sum of money to replace windows and doors at the Wilmington Memorial Library; or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Mr. Cimaglia, and duly seconded, the Town of Wilmington voted in the affirmative that Seventy-Five Thousand Dollars (\$75,000) be raised and appropriated from the FY-12 tax levy and other general revenues of the Town to be spent by the Town Manager for the purchase and installation of replacement windows and doors at the Wilmington Memorial Library.

ARTICLE 11. To see what sum the Town will vote to raise and appropriate, transfer from any available funds or borrow pursuant to any applicable statute a sum of money to make improvements to school and recreation play areas including the replacement of fencing at the Woburn Street School tennis courts; the replacement of fencing and the resurfacing of the tennis and basketball courts located across from the Boutwell School; and the repair of play structures and other maintenance improvements to the Justin A. O'Neil Memorial Skate Park located on the grounds of the Shawsheen School; or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Mr. McCoy, and duly seconded, the Town of Wilmington voted in the affirmative that Ninety-Four Thousand Seven Hundred Dollars (\$94,700) be raised and appropriated from the FY-12 tax levy and other general revenues of the Town to be spent by the Town Manager to make improvements to school and recreational play areas at the Woburn Street School Tennis Courts; at the tennis and basketball courts located across from the Boutwell School and at the Justin Andrew O'Neil Memorial Skate Park located on the grounds of the Shawsheen School.

ARTICLE 12. To see if the Town will vote to raise and appropriate, transfer from any available funds or borrow pursuant to any applicable statute a sum of money to undertake various improvements and repairs to municipal and school facilities including but not limited to addressing energy efficiencies, plant operations, mechanical systems, structural issues and code compliance, such funds to be spent by the Public Buildings Department with the approval of the Town Manager; or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Mr. Newhouse, and duly seconded, the Town of Wilmington voted in the affirmative that One Hundred Twenty-Five Thousand Dollars (\$125,000) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager to undertake various improvements and repairs to municipal and school facilities including but not limited to addressing energy efficiencies, plant operations, mechanical systems, structural issues and code compliance.

ARTICLE 13. To see what sum the Town will vote to transfer into various line items of the Fiscal Year 2011 budget from other line items of said budget and from other available funds; or take any other action related thereto.

Finance Committee Took No Action on this Article pending further information.

MOTION: On motion of Mr. Cairra, seconded by Mr. Doherty, the Town of Wilmington voted in the affirmative that Six Hundred Twelve Thousand Dollars (\$612,000) be transferred from the following fiscal year 2011 accounts:

Town Manager – Other Salaries	\$	25,000
Treasurer/Collector – Other Salaries		20,000
Police Salary – Paid Holidays		25,000
Public Safety Central Dispatch – Personnel Services		60,000
Public Works, Personnel Services – Parks/Grounds, Full Time		50,000
Public Works, Personnel Services – Cemetery, Full Time		35,000
Public Works, Contractual Services – Public Street Lights		30,000
Public Works, Contractual Services – Rubbish Collection & Disposal		200,000
Public Works, Sewer – Personnel Services		35,000
Board of Health – Other Salaries		20,000
Elderly Services – Other Salaries		25,000
Schools – Shawsheen Valley Regional Vocational Tech. H. S. District		77,000
Unclassified and Reserve – Veterans' Retirement		10,000

the entire amount of available funds being \$612,000 to the following fiscal year 2011 accounts:

Police, Salary – Overtime	60,000
Fire, Salary – Overtime	75,000
Public Works, Personnel Services – Snow & Ice, Extra Help/Overtime	46,000
Public Works, Contractual Services – Snow & Ice, Misc. Services	125,000
Public Works, Materials & Supplies, Highway – Gas, Oil, Tires (Other)	20,000
Public Works, Materials & Supplies, Highway – Gas, Oil, Tires (DPW)	20,000
Public Buildings – Heating Fuel	150,000
Capital Outlay, Public Buildings – Misc. Facilities Improvements	<u>116,000</u>
Total	\$ 612,000

ARTICLE 14. To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money for the purpose of providing senior citizen work opportunities for services rendered to the Town in accordance with the Town’s Senior Citizen Tax Work-Off Program; or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Mr. Champoux, and duly seconded, the Town of Wilmington voted in the affirmative that Fifteen Thousand Three Hundred Sixty Dollars (\$15,360) be raised and appropriated from the FY-12 tax levy and other general revenues of the Town to be spent by the Town Manager for the purpose of providing senior citizen work opportunities for services rendered to the Town in accordance with the Town’s Senior Citizen Tax Work-Off Program.

ARTICLE 15. To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money for the observance of Memorial Day and Veterans' Day; or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Ms. O’Connell, and duly seconded, the Town of Wilmington voted in the affirmative that Six Thousand Dollars (\$6,000) be raised and appropriated from the FY-12 tax levy and other general revenues of the town to be spent by the Town Manager for the observance of Memorial Day and Veterans’ Day.

ARTICLE 16. To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute the sum of \$750.00 each (a total of \$1,500) for the purpose of renewing under the authority of Section 9 of Chapter 40 of the General Laws as amended, the lease of:

- a. Veterans of Foreign Wars Clubhouse for the purpose of providing suitable headquarters for the Nee-Ellsworth Post 2458 of the Veterans of Foreign Wars of the United States;
- b. American Legion Clubhouse, Inc. for the purpose of providing suitable headquarters for the Wilmington Post 136 of the American Legion;

or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Mr. Cimaglia, and duly seconded, the Town of Wilmington voted in the affirmative that One Thousand Five Hundred Dollars (\$1,500) be raised and appropriated from the FY-12 tax levy and other general revenues of the Town to be spent by the Town Manager for the purpose of renewing, under the authority of Section 9 of Chapter 40 of the General Laws as amended, the lease of:

- a. Veterans of Foreign Wars Clubhouse for the purpose of providing suitable headquarters for the Nee-Ellsworth Post 2458 of the Veterans of Foreign Wars of the United States;
- b. American Legion Clubhouse, Inc. for the purpose of providing suitable headquarters for the Wilmington Post 136 of the American Legion;

Random selection begins with Article 17

ARTICLE 17. (drawn #24) To see if the Town will vote to authorize or reauthorize as the case may be, revolving accounts pursuant to M. G. L. Chapter 44, Section 53E ½ for the various boards, commissions, departments and agencies of the Town; or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Mr. McCoy, and duly seconded, the Town of Wilmington voted in the affirmative that the Town vote to reauthorize the following revolving accounts pursuant to M. G. L. Chapter 44, Section 53 E ½ as follows:

First a Compost Bin Revolving Fund with an established spending limit of \$4,500, with the source of revenues being the sale of composting bins, the spending authority being the Town Manager and the purpose for which money may be spent is the purchase of composting bins; and second, a Subsurface Sewage Disposal Upgrade Revolving Fund with an established spending limit of \$200,000, with the source of revenues being betterment receipts and other loan repayments from property owners participating in said program, the purpose of expenditures being the repair and upgrade of subsurface sewage disposal systems and the repayment to the Massachusetts Water Pollution Abatement Trust of any funds advanced to the town for this purpose, and the spending authority being the Board of Health with the approval of the Town Manager.

ARTICLE 18. (drawn #22) To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money representing the amount of proceeds received by the town from the Methyl Tertiary Butyl Ether (MTBE) products liability litigation settlements or otherwise to transfer such MTBE settlement proceeds to the Water Fund; or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Water & Sewer Commissioner Joseph Balliro, and duly seconded, the Town of Wilmington voted in the affirmative that the sum of Three Thousand Nine Hundred Two and 34/100 Dollars (\$3,902.34), representing the amount of proceeds received by the treasury of the Town during fiscal year 2011 from the Methyl Tertiary Butyl Ether (MTBE) products liability litigation settlements be hereby transferred from the treasury of the Town to the Water Fund.

ARTICLE 19. (drawn #34) To see if the Town will vote to accept Massachusetts General Law Chapter 64L, Section 2(a) to impose a local meals tax; or take any other action related thereto.

Finance Committee recommended approval of this Article.

Discussion ensued on Article 19. Mr. Newhouse started the discussion stating that he is in favor of approving the meals tax. Right now he said we are supporting other town's that have already passed this tax.

Mr. Champoux read a statement that he was opposed to the meals tax.

Town Manager Michael Caira spoke in favor of the meals tax stating it could generate \$300,000 for the town.

Mr. McCoy spoke in opposition, as did many others in the audience.

Move the Question: It was motioned and seconded from the floor to Move the Question thus ending debate. Voted in favor.

MOTION: On motion of Mr. Newhouse, and duly seconded, the Town of Wilmington voted 65 in favor 29 opposed that the Town accept M. G. L. Chapter 64L, Section 2(a) to impose a local meals tax.

ARTICLE 20. (drawn #35) To see if the Town will vote to accept as public ways the following described streets, as recommended by the Planning Board and laid out by the Board of Selectmen (Massachusetts General Laws Ch. 41 and Ch. 82 as amended) and shown on certain Definitive Subdivision plans approved in accordance with "Rules and Regulations Governing the Subdivision of Land in the Town of Wilmington, Massachusetts," which plans are recorded at the Middlesex North Registry of Deeds and copies of which are on file in the office of the Town Clerk; and to authorize the Selectmen to acquire by purchase, gift or eminent domain such land and slope, drainage and other easements as may be necessary to effectuate the purpose of this Article; and further to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to be spent by the Town Manager with the approval of the Board of Selectmen for such purposes; and to take any other action related thereto.

- a. Leonard Lane – Beginning at a stone bound located at the southerly sideline of Hopkins Street and the northeasterly corner of land now or formerly owned by Gari and Marty Sinh; thence fifty-one and fifty-two hundredths (51.52') feet along the arc of a curve with radius of thirty feet (30.00') to the right to a stone bound. Thence S12°-29'-58" W a distance of ninety and eighty-nine hundredths feet (90.89') to a stone bound. Thence forty-eight and seventy-seven hundredths feet (48.77') along the arc length of a curve to the left with radius two-hundred twenty-five feet (225.00') to a stone bound. Thence S0°-04'-50" W a distance of one hundred fifty and seventy-three hundredths feet (150.73') to a stone bound. Thence one hundred three and fifty-seven hundredths feet (103.57') along the arc length of a curve to the left with radius two hundred twenty-five feet (225.00') to a stone bound, thence twenty-five and thirty-one hundredths feet (25.31') along the arc of a curve with radius of thirty feet (30.00') to the right to a stone bound. Thence two hundred ninety-seven and seventy-three hundredths feet (297.73') along a curve to the left, which is the roadway cul-de-sac with radius sixty feet (60.00') to a stone bound. Thence thirty and eighty-four hundredths feet (30.84') along the arc of a curve with radius of thirty feet (30.00') to the right to a stone bound. Thence seventy-one and sixty-six hundredths feet (71.66') along the arc of a curve to the right with radius of one hundred seventy-five feet (175.00') to the right to a point. Thence N0°-04'-50" E a distance of one hundred fifty and seventy-three hundredths feet (150.73') to a stone bound. Thence thirty-seven and ninety-three hundredths feet (37.93') along the arc of a curve to the right with radius of one hundred seventy-five feet (175.00') to a stone bound. Thence N12°-29'-58" E a distance of one hundred seven and fourteen hundredths feet (107.14') to a stone bound. Thence forty-two and seventy-two hundredths feet (42.72') along the arc of a curve with radius of thirty feet (30.00') to the right to a stone bound on the southerly side of Hopkins Street. Thence S85°-54'-18" E a distance of one hundred eleven and nineteen hundredths feet (111.19') along the sideline of Hopkins Street to a stone bound at the point of beginning.

The roadway right of way contains thirty-three thousand thirty-three (33,033) square feet more or less. The roadway is from Hopkins Street to the end of the cul-de-sac and is approximately 540 feet in length.

The roadway parcel described above is Leonard Lane and is shown on the plan entitled "Leonard Estates – Wilmington Massachusetts – Definitive Subdivision plan – Lot Layout" dated December 7, 2004, scale 1" = 40', prepared by GCG Associates, Inc., Wilmington, MA 01887, recorded at the Middlesex North Registry of Deeds in Plan Book 218 plan 109 and also shown on the plan entitled "Street Acceptance and



Layout Plan of Land in Wilmington, Massachusetts – Leonard Lane” dated September 3, 2010, scale 1” = 30’, drawn by O’Neill Associates Civil Engineers and Land Surveyors, 234 Park Street, North Reading, MA 01864.

- b. Mill Road Extension – Beginning at a stone bound located at the northeasterly corner of Lot 17 shown on the plans described below; thence ninety and thirty-six hundredths (90.36’) feet along the arc of a curve with radius of one hundred fifty feet (150.00’) to the right to a stone bound. Thence S75°-01’-08”W a distance of five hundred seventeen and fifty-six hundredths feet (517.56’) to a stone bound. Thence thirty-one and five hundredths feet (31.05’) along the arc length of a curve to the left with radius thirty-five feet (35.00’) to a stone bound. Thence two hundred ninety-four and ninety-six hundredths feet (294.96’) along a curve to the right, which is the roadway cul-de-sac with radius sixty feet (60.00’) to a stone bound. Thence thirty-one and five hundredths feet (31.05’) along the arc length of a curve to the left with radius thirty-five feet (35.00’) to a stone bound. Thence N75°-01’-08”E a distance of five hundred seventeen and fifty-six hundredths feet (517.56’) to a stone bound. Thence sixty and twenty-four hundredths feet (60.24’) along the arc of a curve with radius of one hundred feet (100.00’) to the right to a stone bound. Thence N40°-30’-20”E a distance of two and fifty-six hundredths feet (2.56’) to an iron pin at the southeasterly corner of Lot 17 on shown on the plans described below. Thence S46°-33’-57”E a distance of fifty and seven hundredths feet (50.07’) traveling across Mill Road to a stone bound at the point of the beginning.

The roadway right of way contains forty-one thousand eight hundred eighty-eight (41,888) square feet more or less. This roadway is from the eastern boundaries of Lot 1 and Lot 17 shown on the plan described below to the end of the cul-de-sac and is approximately 725 feet in length.

The roadway parcel described above is Mill Road Extension and is shown on the plan entitled “Kylie Estates – Wilmington, Massachusetts – Definitive Subdivision plan – Lot Layout Plan” dated April 5, 2002, scale 1” = 60’, prepared by GCG Associates, Inc., Wilmington, MA 01887 and recorded at the Middlesex North Registry of Deeds in Plan Book 210 plan 149 and also shown on the plan entitled “Wilmington, Massachusetts Mill Road Street Acceptance Plan” dated June 3, 2008, scale 1”= 60’, drawn by GCG Associates Inc., Wilmington MA;

or take any other action related thereto.

Finance Committee recommended approval of this Article based on Planning Board recommendation.

Planning Board recommended approval of this Article. The roadways under consideration for acceptance were developed under subdivision control.

MOTION: On motion of Mr. Champoux, and duly seconded, the Town of Wilmington voted in the affirmative that the following described streets, as recommended by the Planning Board and laid out by the Board of Selectmen pursuant to Massachusetts General Laws Chapter 41 and Chapter 82, as amended and shown on certain plans described below, be hereby accepted as town public ways and that the Board of Selectmen be hereby authorized to acquire by purchase, gift, eminent domain or otherwise, such land, slope and drainage or other easements as may be necessary to effect the purpose of this Article.

Leonard Lane – As shown on the plan entitled “Leonard Estates – Wilmington Massachusetts – Definitive Subdivision plan – Lot Layout” dated December 7, 2004, scale 1” = 40’, prepared by GCG Associates, Inc., Wilmington, MA 01887 recorded at the Middlesex North Registry of Deeds in Plan Book 218 plan 109 and also shown on the plan entitled “Street Acceptance and Layout Plan of Land in Wilmington, Massachusetts – Leonard Lane” dated September 3, 2010, scale 1” = 30’, drawn by O’Neill Associates Civil Engineers and Land Surveyors, 234 Park Street, North Reading, MA 01864.

Mill Road Extension – As shown on the plan entitled “Kylie Estates – Wilmington, Massachusetts – Definitive Subdivision plan – Lot Layout Plan” dated April 5, 2002, scale 1” = 60’, prepared by GCG Associates, Inc., Wilmington, MA 01887 and recorded at the Middlesex North Registry of Deeds in Plan Book 210 plan 149 and also shown on the plan entitled “Wilmington, Massachusetts Mill Road Street Acceptance Plan” dated June 3, 2008, scale 1” = 60’, drawn by GCG Associates Inc., Wilmington, MA.

ARTICLE 21. (drawn #27) To see if the Town will vote to accept the provisions of M.G.L. Chapter 41, Section 110A which reads as follows:

Any public office in any city or town may remain closed on any or all Saturdays as may be determined from time to time, in a city by the city council, subject to the provisions of the city charter, or, in a town, by vote of the town at a special or regular town meeting, and the provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday;

or take any other action related thereto.

Finance Committee recommended approval of this Article.

MOTION: On motion of Selectmen O’Connell, and duly seconded, the Town of Wilmington voted in the affirmative that the Town vote to accept the provisions of M.G.L. Chapter 41, Section 110A which reads as follows:

Any public office in any city or town may remain closed on any or all Saturdays as may be determined from time to time, in a city by the city council, subject to the provisions of the city charter, or, in a town, by vote of the town at a special or regular town meeting, and the provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday.

ARTICLE 22. (drawn #30) To see if the Town will vote to amend the By-laws of the Inhabitants of the Town of Wilmington, Revised by adding the following new Chapter 5, Section 52; or take any other action related thereto.

## SECTION 52 – CURFEW IN PUBLIC PARKS, PLAYGROUNDS AND FIELDS

### 52.1 – Definitions

- (a) “Public parks” shall mean Town-owned property which is made available to the public for outdoor activities, recreational use, and similar activities;
- (b) “Playgrounds” and “fields” shall mean Town-owned property which is made available to the public for games, sports activities, and similar activities.
- (c) “Juvenile” – any person under the age of seventeen (17).
- (d) “Town-owned property” shall mean all property owned by the Town or by any of its departments, including but not limited to the Wilmington Public Schools.

### 52.2 – Curfew

#### 52.2.1 – Hours

It shall be unlawful for any person to remain idle, wander, stroll, play or be present within the boundaries of any public park, playground, or field, whether on foot, bicycle, or vehicle or conveyance of any kind, between the hours of one (1) hour after sunset and one (1) hour before sunrise.

### 52.2.2 – Exception

Notwithstanding the foregoing prohibition:

- (a) a person may lawfully be present in a public park, playground or field during the hours prohibited by this section 52 only if such person has obtained a permit from the Town's Recreation Department or Public School Department, as applicable, which specifies the date and the hours of permitted use and a specific description of the permitted use. It shall be a violation of section 52.2.1 if any person covered by the permit is present on such property beyond the specified hours of use or engages in activity other than that specifically authorized by the permit;
- (b) a person may lawfully be present during the hours prohibited by this section 52 in those portions of a public park, playground or field which are illuminated by lighting which is controlled by the Town. Such person may be present in such portions of such property only during such hours as the Town controlled lighting is in active operation. It shall be a violation of section 52.2.1 if any such person is present in such portions of such property beyond the time at which such Town controlled lighting is shut off.

### 52.2.3 – Signage

The Town shall conspicuously post signage at the entrance(s) to public parks, playgrounds, and fields stating the hours of curfew and stating that violations will be subject to enforcement as set forth in this section 52.

## 52.3 – Juveniles

### 52.3.1 – Parental Responsibility

It shall be unlawful for the parent or the legal guardian of a juvenile to suffer to permit, or by insufficient control, to allow the juvenile to be in violation of section 52.2.1, above, unless such parent or legal guardian has made a missing person notification to the Town Police Department.

### 52.3.2 – Procedure for Juveniles

- (a) Any police officer of the Town, upon observing a juvenile in violation of section 52.2.1, above, shall ascertain the true name and address of such juvenile; shall warn such juvenile that he or she is in violation of this by-law; and shall direct such juvenile to immediately proceed to his or her residence. The officer shall make an official report to the Town's Chief of Police, who shall cause his designee to notify the parent or legal guardian. The first violation within a calendar year shall constitute a "warning" and shall be so noted in the records of the Town's Police Department.
- (b) If there is a second, and any subsequent, violation by a juvenile; a refusal by the juvenile to obey the direction of the officer; or a refusal by the juvenile to provide his or her true name and address or the provision by the juvenile of a false name or address, the juvenile shall be taken by the officer to the Town's Police Department and the parent or legal guardian shall be promptly notified to appear and to take charge of the juvenile. If the parent or guardian cannot be notified after reasonable efforts or after notification refuses or fails to appear and take charge of the juvenile, the juvenile probation officer shall be contacted and shall take charge of the juvenile or authorize the release of the juvenile to a responsible person.

## 52.4 – Arrest

Any police officer, upon viewing a violation of this by-law by any person other than a juvenile, shall have the right to arrest such person.

## 52.5 – Penalty for Violation

- (a) The penalty for violation of this by-law by any person, other than a juvenile, shall be fifty (\$50.00) dollars for the first offense and for each subsequent violation thereafter shall be two hundred (\$200.00) dollars.
- (b) The penalty for a second or subsequent violation of this by-law by a juvenile shall apply to such juvenile's parent or legal guardian only, and shall be fifty (\$50.00) dollars for the second violation by such juvenile and for each subsequent violation by such juvenile thereafter shall be two hundred (\$200.00) dollars.

Finance Committee recommended disapproval of this Article.

Chief Begonis spoke on the proposed by-law. He discussed the merits of a curfew and that it did not prohibit use of the parks. He continued with his comments by saying it allows for reasonable hours for the parks and playgrounds.

James Burnham, 406 Woburn Street, said he understands the intent, but offered the following amendment.

### AMENDMENT TO THE MAIN MOTION:

Article 22, Section 52.2.2 "Exceptions" "Notwithstanding the foregoing prohibition:"

New Subsection:

- (c) It shall not be an offense under this By-Law for a juvenile to be in a public park, playground or field during the hours prohibited by this Section 52 while acting in the interests of an employer or voluntary organization or while returning home as soon as reasonably practical from an organized sporting or other event which has been sponsored by an adult.

MOTION: Mr. James Burnham moved the adoption of the amendment which was duly seconded, the Town of Wilmington voted to defeat the presented amendment to the main motion. (Motion Fails)

Back to the Main Motion.

Mr. Michael Sorrentino spoke stating he felt the by-law was very restrictive. Mr. Richard Hayden, also felt it was too restrictive.

Chief Begonis stated that he felt the by-law gave the police additional options.

A motion was made by Ms. Judy Mason from the floor and duly seconded to end debate on this article. Voted.

MAIN MOTION: On motion of Mr. Cimaglia, and duly seconded, the Town of Wilmington voted 63 in favor 23 opposed that the By-Laws of the Inhabitants of the Town of Wilmington, Revised be amended by adding a new Chapter 5, Section 52, which would establish curfew hours and related regulations in the Town's public parks, playgrounds and fields, as set forth in Article 22 of the 2011 Annual Town Meeting Warrant. (Motion Passes)

*November 22, 2011 – Attorney General's Office decision on Article 22 deleted two sentences, 1. 52.3.2 b the last sentence of paragraph and 2. 52.4 "Arrest" in its entirety. There is no appeal process for challenging the decision of the Attorney General with regard to by-law submission.*

ARTICLE 23. (drawn #28) To see if the Town will vote to amend the By-laws of the Inhabitants of the Town of Wilmington, Revised by deleting existing Chapter 5, Section 23 in its entirety and replacing it with the following; or take any other action related thereto.

## SECTION 23 – REGULATION OF DEALERS IN JUNK, OLD METALS OR SECOND HAND ARTICLES

### 23.1 License and Application Procedure

The Board of Selectmen, acting in its capacity as the Licensing Authority for the Town of Wilmington may, upon petition, license such persons as it deems suitable to be dealers of junk, old metals, and/or second hand articles and to be keepers of shops for the purchase, sale or barter of such articles pursuant to law within the Town of Wilmington. Such licenses shall not be valid to protect the holders thereon in a building or place other than that designated in the license. All licenses shall contain a provision that the licensee agrees to abide by and be subject to all the provisions of this by-law, including all amendments thereof;

#### 23.1.1 – Definitions

- (a) “Second hand articles” means all previously-owned personal property, including but not limited to electronic equipment, televisions and monitors, radios, disc players, cellular telephones, computers, compact discs, video discs, computer games, electronic media, precious and semi-precious metals, stones and gems, jewelry, watches, cameras, video and audio recorders, tools, sporting goods, and athletic equipment.
- (b) “Dealer” means any person or entity conducting the business of buying, obtaining, acquiring, receiving, selling, exchanging, dealing in or dealing with items which are the subject of this By-law.

#### 23.1.2 – Applications

Applications for such licenses shall be examined and reported upon by the Chief of Police or his designee(s). The Chief of Police shall be informed as to whether or not the applicant wishes to engage in business as a second-hand dealer of any of the above stated articles and, if so, shall specify the types of articles to be dealt with. The applicant will be required to provide information as to whether or not the licensee has previously held a similar license in another jurisdiction, whether any such license was ever revoked, suspended or surrendered, and if so the reason therefore.

#### 23.1.3 – Filing and Expiration

Applications for new licenses under this by-law may be filed at any time with the Licensing Authority. Applications for the re-issuance of licenses already existing should be filed at least thirty (30) days before the expiration of such license. All licenses issued under this rule shall expire annually on the first day of May. Persons whose licenses have expired and have not been re-issued will be liable to prosecution for engaging in any business for which the license is required.

#### 23.1.4 – Abandonment

Whenever a licensee has failed to use the license for a continuous period of 30 days in the business at the place for which the license was issued, the Chief of Police, through his designee, will report such to the Licensing Authority, who may then deem the license abandoned and expired. Written notice of such shall be provided to the licensee who shall be given reasonable opportunity to present evidence that business under the license was in fact conducted during the 30-day period or evidence of mitigating factors which the Licensing Authority may in its discretion deem sufficient to revoke the finding of abandonment.

## 23.2 – Records, Inspections, Signs, Hours of Operation

### 23.2.1 – Records

Every such licensee shall keep a solid bound book, such book shall be legibly written in the English language. No entry in such book shall be erased, obliterated or defaced; the following information shall be recorded, at the time of every acquisition of any second hand article:

- date and time of the transaction;
- name, street address, city or town of residence, and date of birth of the person or entity from whom the article is acquired;
- the dollar amount transacted;
- a particular description of the article, including inscriptions and dates, brand name, model and serial numbers, type of stone, type of gem, type of metal or style of particular design (i.e.: filigree, serpentine);
- a photograph of the article.

### 23.2.2 – Photo Identification and Transaction Form

The licensee shall require at the time of the transaction a government-issued form of photographic identification of the person from whom the article is acquired to confirm that the name, address and date of birth are correct. The licensee shall also require such person to sign his name on a transaction form approved by the Chief of Police or his designee. A copy of the transaction form shall be retained permanently by the licensee and kept in alphabetical order as to the name of the person from whom the article was acquired. When the article is a precious or semi-precious metal, stone or gem the form of identification and the transaction form shall be photocopied and such photocopy shall be kept with the required books.

### 23.2.3 – Inspections

The shop of every licensee, all second hand articles, junk or old metals therein, and the book required by sub-section 23.2.1, above, shall at all times, during business hours be open to inspection by officers of the Wilmington Police Department or by any other person authorized by the Licensing Authority. Any such officer or person may during business hours enter upon any premises listed by a licensee under the by-law as the location at which such licensed business is conducted. Such officer or person may examine any and all second hand articles, junk and old metals kept or stored in or upon said property and all books and inventories relating thereto, and all such property, books and inventories shall be exhibited to any such officer or person upon demand. Refusal to permit inspection shall constitute a violation of this by-law. Such officer's or person's actions shall at all times conform to the established policies and procedures of the Wilmington Police Department.

### 23.2.4 – Signs

Every licensee shall post in a conspicuous place in the licensed premise a copy of this by-law to which the licensee shall affix his printed name and signature. Every licensee shall post in a conspicuous place the license issued under this by-law. No licensee shall place or maintain any signs upon or in connection with the licensed premises which indicate that any form of business is being conducted therein that is not specifically authorized by the license or that is contrary to any law, by-law or regulation.

### 23.2.5 – Hours of Operation

Any licensee may conduct the licensed business pursuant to this by-law only between the hours of 7:00 a.m. and 9:00 p.m.

### 23.2.6 – Report of Stolen Property

It shall be a condition of every license issued pursuant to this by-law that the licensee promptly report to the Wilmington Police Department the receipt of any property as to which there is a reasonable basis for believing that the property may have been stolen from its rightful owner. Such reasonable basis shall be presumed to exist where the property contains a serial number or other identifying information which has been removed, erased, deleted or defaced.

### 23.3 – Transactions with Minors, Retention of Property

#### 23.3.1 – Transactions with Minors

No licensee shall, directly or indirectly, purchase, acquire or receive any property covered by this by-law, from any person who has not attained the age of eighteen (18) years old.

#### 23.3.2 – Holding Period

No licensee shall permit any property purchased, acquired or received by him to be sold, modified or removed from the licensed premises until a period of thirty (30) days has elapsed from the date of purchase, acquisition or receipt unless the licensee has obtained written permission from the Wilmington Police Department. No such permission shall be granted until the expiration of at least two full days from the date of acquisition, purchase, or receipt. All property covered by this sub-section shall remain on the licensed premises and shall not be made available for purchase, acquisition or other transfer until the applicable holding period has expired. This sub-section shall not apply to auction purchases or estate purchases from an administrator/administratrix/executor/executrix, provided, however, that in the case of such estate purchases the purchase is accompanied by adequate written evidence of the transferor's authority.

#### 23.3.3 – Lost and Stolen Property

If the Wilmington Police Department determines that there is probable cause to conclude that a particular item of property in the possession of a licensee has been stolen or if the Wilmington Police Department determines that a particular item of property in the possession of a licensee has been reported as lost or stolen, a stop order shall be issued to the licensee which shall bar any transfer of the subject property pending conclusion of an investigation or of any necessary legal proceedings commenced by the person claiming that the property is lost or stolen is positively identified by the person claiming to be the rightful owner, the property shall be held by the Wilmington Police Department in custody, according to existing policies and procedures of the Wilmington Police Department and pending the ultimate outcome of any legal proceedings regarding rightful ownership. If the Wilmington Police Department's investigation establishes that the property is in fact not lost or stolen, the stop order shall be immediately revoked.

### 23.4 – Fees, Revocation, Violations, Rules and Regulations

#### 23.4.1 – License Fee

For every license granted under the by-law and every re-issuance thereof, there shall be a reasonable fee paid to the Licensing Authority. Such fee shall be established by the Licensing Authority and shall apply uniformly to all licensees.

#### 23.4.2 – Revocation

Any license issued pursuant to this by-law may be revoked at any time by the Licensing Authority, after notice to the licensee and a hearing if requested by the licensee, for violation of any provision of this by-law or of any rules or regulations issued hereunder, or for other cause.



### 23.4.3 – Penalty for Violations

The penalty for violations of this by-law shall be enforced in accordance with the provisions of the By-Laws of the Inhabitants of the Town of Wilmington, Revised as well as Massachusetts General Laws, Chapter 40, Section 21D. The penalty for a first violation of this by-law shall be one hundred (\$100.00) dollars, and for any second or subsequent offense violation shall be two hundred (\$200.00) dollars. For any second or subsequent violation, the penalty shall apply to each individual item of property or incident that was not properly documented or permitted.

### 23.5 – Severability

If any provision of this by-law shall, in whole or in part, be held invalid for any reason, all other provisions shall continue in full force and effect.

Finance Committee recommended approval of this Article.

Chief Begonis spoke on the merit of Article 23, stating the purpose of the by-law is not to prohibit business.

Mr. Burnham stated that he would like to offer an amendment.

To amend Section 23.1.1 “Definitions” section (b) as follows:

Section (b) “Dealer” means any person or entity conducting the business of buying, obtaining, acquiring, receiving, selling, exchanging or dealing with items which are subject of this By-Law and who maintain a shop for the purchase, sale, or barter of such articles. This definition of “Dealer” excludes persons who occasionally buy or sell items designated under this By-law on an informal or occasional basis whether from their residence or through auctions electronic and otherwise.

Discussion on Amendment:

Mr. Burnham stated that he wanted the definition of a dealer to be specific.

MOTION: Mr. Burnham moved the adoption of the proposed amendment which was duly seconded, the Town of Wilmington voted 20 in favor 67 opposed to the proposed amendment to Article 23. (Motion Fails)

Discussion continued from the floor with Brian Dussault stating the holding period will hurt his business. Chief Begonis replied that is not the intention of the by-law.

Mr. William Wallace asked the Chief if other town’s do this. The Chief replied yes.

Move the Question:

It was moved and seconded from the floor to move the question. So Voted.

MAIN MOTION: On motion of Mr. McCoy, and duly seconded, the Town of Wilmington voted 81 in favor 33 opposed that the By-Laws of the Inhabitants of the Town of Wilmington, Revised be amended by replacing existing Chapter 5, Section 23 in its entirety with a new Chapter 5, Section 23, which would establish regulations and requirements for the licensing and operation in the Town of dealers in junk, old metals and second hand articles, as set forth in Article 23 of the 2011 Annual Town Meeting Warrant.

ARTICLE 24. (drawn #19) To see if the Town will vote to amend the By-laws of the Inhabitants of the Town of Wilmington, Revised by deleting existing Chapter 5, Section 24 in its entirety and replacing it with the following; or take any other action related thereto.

## SECTION 24 – REGULATION OF PAWNBROKERS

### 24.1 License and Application Procedure

The Board of Selectmen, acting in its capacity as the Licensing Authority for the Town of Wilmington may, upon petition, license such persons as it deems suitable to be pawnbrokers pursuant to law within the Town of Wilmington. Such licenses shall not be valid to protect the holder thereon in a building or place other than that designated in the license. All licenses shall contain a provision that the licensee agrees to abide by and be subject to all the provisions of this by-law, including all amendments thereof;

#### 24.1.1 – Applications

Applications for such licenses shall be examined and reported upon by the Chief of Police or his designee(s). The applicant will be required to provide information as to whether or not the licensee has previously held a similar license in another jurisdiction, whether any such license was ever revoked, suspended or surrendered, and if so the reason therefore.

#### 24.1.2 – Filing and Expiration

Applications for new licenses under this by-law may be filed at any time with the Licensing Authority. Applications for the re-issuance of licenses already existing should be filed at least thirty (30) days before the expiration of such license. All licenses issued under this rule shall expire annually on the first day of May. Persons whose licenses have expired and have not been re-issued will be liable to prosecution for engaging in any business for which the license is required.

#### 24.1.3 – Abandonment

Whenever a licensee has failed to use the license for a continuous period of 30 days in the business at the place for which the license was issued, the Chief of Police, through his designee, will report such to the Licensing Authority, who may then deem the license abandoned and expired. Written notice of such shall be provided to the licensee who shall be given reasonable opportunity to present evidence that business under the license was in fact conducted during the 30-day period or evidence of mitigating factors which the Licensing Authority may in its discretion deem sufficient to revoke the finding of abandonment.

### 24.2 – Records, Inspections, Signs, Hours of Operation

#### 24.2.1 – Records

Every such licensee shall keep a solid bound book. Such book shall be legibly written in the English language. No entry in such book shall be erased, obliterated or defaced; the following information shall be recorded, at the time of every acquisition of any article taken in pawn:

- date and time of the transaction;
- name, street address, city or town of residence, and date of birth of the person or entity from whom the article is acquired;
- the dollar amount transacted;
- a particular description of the article, including inscriptions and dates, brand name, model and serial numbers, and other identifying information;
- a photograph of the article taken in pawn;
- a photograph of the person pawning the article.

#### 24.2.2 – Photo Identification and Transaction Form

The licensee shall require at the time of the transaction a government-issued form of photographic identification of the person from whom the article is taken in pawn to confirm that the name, address and date of birth are correct. The licensee shall also require such person to sign his name on a transaction form approved by the Chief of Police or his designee. A copy of the transaction form shall be retained permanently by the licensee and kept in alphabetical order as to the name of the person from whom the article was taken in pawn.

#### 24.2.3 – Inspections

The shop of every licensee, all articles taken in pawn, and the book required by subsection 24.2.1, above, shall at all times, during business hours be open to inspection by officers of the Wilmington Police Department or by any other person authorized by the Licensing Authority. Any such officer or person may during business hours enter upon any premises listed by a licensee under the by-law as the location at which such licensed business is conducted. Such officer or person may examine any and all articles taken in pawn kept or stored in or upon said property and all books and inventories relating thereto, and all such property, books and inventories shall be exhibited to any such officer or person upon demand. Refusal to permit inspection shall constitute a violation of this by-law. Such officer's or person's actions shall at all times conform to the established policies and procedures of the Wilmington Police Department.

#### 24.2.4 – Signs

Every licensee shall post in a conspicuous place in the licensed premises a copy of this by-law to which the licensee shall affix his printed name and signature. Every licensee shall post in a conspicuous place the license issued under this by-law. No licensee shall place or maintain any signs upon or in connection with the licensed premises which indicate that any form of business is being conducted therein that is not specifically authorized by the license or that is contrary to any law, by-law or regulation.

#### 24.2.5 – Hours of Operation

Any licensee may conduct the licensed business pursuant to this by-law only between the hours of 7:00 a.m. and 9:00 p.m.

#### 24.2.6 – Report of Stolen Property

It shall be a condition of every license issued pursuant to this by-law that the licensee promptly report to the Wilmington Police Department the receipt of any property as to which there is a reasonable basis for believing that the property may have been stolen from its rightful owner. Such reasonable basis shall be presumed to exist where the property contains a serial number or other identifying information which has been removed, erased, deleted or defaced.

### 24.3 – Transactions with Minors, Retention of Property

#### 24.3.1 – Transactions with Minors

No licensee shall, directly or indirectly, take in pawn any property covered by this by-law, from any person who has not attained the age of eighteen (18) years old.

#### 24.3.2 – Holding Period

No licensee shall permit any property taken by him in pawn to be sold, modified or removed from the licensed premises until a period of thirty (30) days has elapsed from the date of receipt unless the licensee has obtained written permission from the Wilmington Police Department. No such permission shall be granted until the expiration of at least two full days from the date of acquisition, purchase or receipt.

All property covered by this sub-section shall remain on the licensed premises and shall not be made available for purchase, acquisition or other transfer until the applicable holding period has expired.

#### 24.3.3 – Lost and Stolen Property

If the Wilmington Police Department determines that there is probable cause to conclude that a particular item of property in the possession of a licensee has been stolen or if the Wilmington Police Department determines that a particular item of property in the possession of a licensee has been reported as lost or stolen, a stop order shall be issued to the licensee which shall bar any transfer of the subject property pending conclusion of an investigation or of any necessary legal proceedings commenced by the person claiming that the property is lost or stolen is positively identified by the person claiming to be the rightful owner, the property shall be held by the Wilmington Police Department in custody, according to existing policies and procedures of the Wilmington Police Department and pending the ultimate outcome of any legal proceedings regarding rightful ownership. If the Wilmington Police Department's investigation establishes that the property is in fact not lost or stolen, the stop order shall be immediately revoked.

#### 24.4 – Fees, Revocation, Violations, Rules and Regulations

##### 24.4.1 – License Fee

For every license granted under the by-law and every re-issuance thereof, the licensee shall pay to the Licensing Authority a fee of one hundred (\$100.00) dollars. In addition for every such license and every re-issuance thereof, the licensee shall furnish the bond required by Massachusetts General Laws, Chapter 140, Section 77.

##### 24.4.2 – Revocation

Any license issued pursuant to this by-law may be revoked at any time by the Licensing Authority, after notice to the licensee and a hearing if requested by the licensee, for violation of any provision of this by-law or of any rules or regulations issued hereunder, or for other cause.

##### 24.4.3 – Penalty for Violations

The penalty for violations of this by-law shall be enforced in accordance with the provisions of the By-Laws of the Inhabitants of the Town of Wilmington, Revised as well as Massachusetts General Laws, Chapter 40, Section 21D. The penalty for a first violation of this By-Law shall be one hundred (\$100.00) dollars, and for any second or subsequent offense violation shall be two hundred (\$200.00) dollars. For any second or subsequent violation, the penalty shall apply to each individual item of property or incident that was not properly documented or permitted.

#### 24.5 – Severability

If any provision of this by-law shall, in whole or in part, be held invalid for any reason, all other provisions shall continue in full force and effect.

Finance Committee recommended approval of this Article.

Chief Begonis stated this article has to do with stolen property recovery to owners.

MOTION: On motion of Mr. Newhouse, and duly seconded, the Town of Wilmington voted in the affirmative that the By-Laws of the Inhabitants of the Town of Wilmington, Revised be amended by replacing existing Chapter 5, Section 24 in its entirety with a new Chapter 5, Section 24, which would establish regulations and requirements for the licensing and operation in the Town of pawnbrokers, as set forth in Article 24 of the 2011 Annual Town Meeting Warrant.

ARTICLE 25. (drawn #33) To see if the Town will vote to petition the General Court and to request its representatives in the General Court to seek enactment of special legislation for the Town in the form set forth below, it being the intent of the Town to authorize the General Court to make constructive changes to the text hereof, subject to the approval of the Town's Board of Selectmen, to accomplish the public policy purposes hereof; or take any other action related thereto:

AN ACT EXEMPTING THE TOWN OF WILMINGTON FROM LIABILITY

Notwithstanding any general or special law to the contrary, the Town of Wilmington shall not be found or held liable, with respect to the solid waste landfill and site located in the Town which is known as the "Maple Meadows Landfill", (a) pursuant to Chapter 21E of the General Laws or any regulations, guidelines, orders, or approvals promulgated thereunder; (b) pursuant to Chapter 111, Sections 150A or 150A 1/2 of the General Laws or any regulations, guidelines, orders or approvals promulgated thereunder; (c) pursuant to Chapter 21C of the General Laws or any regulations, guidelines, orders or approvals promulgated thereunder; or (d) pursuant to the "Massachusetts Contingency Plan", Chapter 310 of the Code of Massachusetts Regulations Section 40 or any guidelines, orders or approvals promulgated thereunder.

Finance Committee recommended approval of this Article.

MOTION: On motion of Mr. Champoux, and duly seconded, the Town of Wilmington voted unanimously that the Home Rule Petition set forth below be presented to the General Court, that the Town's representatives to the General Court be hereby requested to seek enactment of special legislation for the Town, it being the intent that the General Court be authorized to make constructive changes to the text hereof, subject to the approval of the Wilmington Board of Selectmen, to accomplish the public policy purposes as set forth below.

AN ACT EXEMPTING THE TOWN OF WILMINGTON FROM LIABILITY

Section 1. Notwithstanding any general or special law to the contrary, the Town of Wilmington shall not be found or held liable, with respect to the solid waste landfill and site located in the Town which is known as the "Maple Meadows Landfill", (a) pursuant to Chapter 21E of the General Laws or any regulations, guidelines, orders, or approvals promulgated thereunder; (b) pursuant to Chapter 111, Sections 150A or 150A 1/2 of the General Laws or any regulations, guidelines, orders or approvals promulgated thereunder; (c) pursuant to Chapter 21C of the General Laws or any regulations, guidelines, orders or approvals promulgated thereunder; or (d) pursuant to the "Massachusetts Contingency Plan", Chapter 310 of the Code of Massachusetts Regulations Section 40 or any guidelines, orders or approvals promulgated thereunder.

Section 2. This Act shall take effect upon passage.

ARTICLE 26. (Taken up with Article 27) To see if the Town will vote to petition the General Court and to request its representatives in the General Court to seek enactment of special legislation for the Town in the form set forth below:

AN ACT AMENDING THE CHARTER OF THE TOWN OF WILMINGTON

Section 7 of the Town Charter, St. 1950, c. 592, secs. 1, et seq., is amended by striking from the third sentence of such section 7 the following clause:

" , but shall be a resident of the town during his term of office."

so that section 7, as amended, reads as follows:

"SECTION 7. Appointment of Town Manager. The selectmen elected as provided herein shall appoint, as soon as practicable, for a term of three years, a Town Manager who shall be a person especially fitted by education, training and previous full time paid experience as a town or city manager or assistant manager, to perform the duties of the office. The Town

Manager shall be appointed without regard to his political beliefs. He need not be a resident of the town or this commonwealth when appointed, but shall not during the twelve months prior to his appointment have held any elective office in the Town of Wilmington. He may be appointed for successive terms of office. Before entering upon the duties of his office, the Town Manager shall be sworn to the faithful and impartial performance thereof by the Town Clerk, or a Justice of the Peace. He shall execute a bond in favor of the town for the faithful performance of his duties in such sum and with such surety or sureties as may be fixed or approved by the selectmen.”

or take any other action related thereto.

Finance Committee recommended approval of this Article.

Mr. Newhouse explained this change would allow the Board of Selectmen as wide a field of candidates as possible.

In opposition: Karl Sagal, James Burnham, Walter Collings, Mario Marchese

In support: Ann Yurek, Mr. McCoy, Frank West.

Michael Cairra, Town Manager, stated he is in support and feels the residency requirement is very limiting in hiring someone.

Bernard Nally, member of the Finance Committee, stated he would like to offer an amendment regarding female references within the body of the special legislation.

AMENDMENT TO MAIN MOTION: On motion of Bernard Nally, and duly seconded, the Town of Wilmington voted in the affirmative to add female references to each male reference in the article and change to he/she or his/her references.

MAIN MOTION: On motion of Ms. O’Connell, and duly seconded, the Town of Wilmington voted 98 in favor 13 opposed that the Town vote to petition the General Court and to request its representatives in the General Court to seek enactment of special legislation for the Town in the form set forth below:

#### AN ACT AMENDING THE CHARTER OF THE TOWN OF WILMINGTON

Section 7 of the Town Charter, St. 1950, c. 592, secs. 1, et seq., is amended by striking from the third sentence of such section 7 the following clause:

“; but shall be a resident of the town during his term of office.”

so that section 7, as amended, reads as follows:

“SECTION 7. Appointment of Town Manager. The selectmen elected as provided herein shall appoint, as soon as practicable, for a term of three years, a Town Manager who shall be a person especially fitted by education, training and previous full time paid experience as a town or city manager or assistant manager, to perform the duties of the office. The Town Manager shall be appointed without regard to his/her political beliefs. He/She need not be a resident of the town or this commonwealth when appointed, but shall not during the twelve months prior to his/her appointment have held any elective office in the Town of Wilmington. He/She may be appointed for successive terms of office. Before entering upon the duties of his/her office, the Town Manager shall be sworn to the faithful and impartial performance thereof by the Town Clerk, or a Justice of the Peace. He/She shall execute a bond in favor of the town for the faithful performance of his/her duties in such sum and with such surety or sureties as may be fixed or approved by the selectmen.”

ARTICLE 27. (drawn #25) To see if the Town will vote to amend Section 7 of the Town Charter, Chapter 592, An Act Establishing a Town Manager Form of Government for the Town of Wilmington as follows:

From:

SECTION 7. Appointment of Town Manager. The selectmen elected as provided herein shall appoint, as soon as practicable, for a term of three years, a Town Manager who shall be a person especially fitted by education, training and by previous full time paid experience as a town or city manager or assistant manager, to perform the duties of the office. The Town Manager shall be appointed without regard to his political beliefs. He need not be a resident of the town or of this commonwealth when appointed, and shall not during the twelve months prior to his appointment have held any elective office in the Town of Wilmington, but shall be a resident of the town during his term of office. He may be appointed for successive terms of office. Before entering upon the duties of his office, the Town Manager shall be sworn to the faithful and impartial performance thereof by the Town Clerk, or a Justice of the Peace. He shall execute a bond in favor of the town for the faithful performance of his duties in such sum and with such surety or sureties as may be fixed or approved by the selectmen.

To:

SECTION 7. Appointment of Town Manager. The selectmen elected as provided herein shall appoint, as soon as practicable, for a term of three years, a Town Manager who shall be a person especially fitted by education, training and previous full time paid experience as a town or city manager or assistant manager, to perform the duties of the office. The Town Manager shall be appointed without regard to his political beliefs. He need not be a resident of the town or this commonwealth when appointed, but shall not during the twelve months prior to his appointment have held any elective office in the Town of Wilmington. He may be appointed for successive terms of office. Before entering upon the duties of his office, the Town Manager shall be sworn to the faithful and impartial performance thereof by the Town Clerk, or a justice of the Peace. He shall execute a bond in favor of the town for the faithful performance of his duties in such sum and with such surety or sureties as may be fixed or approved by the selectmen; or take any other action related thereto.

Finance Committee recommended disapproval of this Article.

Article 27 was withdrawn by the petitioner, Mr. Lingenfelter.

ARTICLE 28. (drawn #20) To see if the Town will vote to amend Section 3 of the Town Charter of the Town of Wilmington, by adding the following language "Elective Officers shall serve no more than two consecutive terms." To the end of Section 3 of the Town charter, as shown in the By-laws of the Inhabitants of the Town of Wilmington Revised; or take any other action related thereto.

Finance Committee recommended disapproval of this Article.

MOTION: Mr. Mark Nelson moved the adoption of Article 28, which was duly seconded, the Town of Wilmington voted to defeat Article 28.

ARTICLE 29. (drawn #32) To see if the Town will vote to amend the By-Laws of the Inhabitants of the Town of Wilmington Revised, by adding the following new Chapter 5, Public Regulations, Section 35, Fencing, as follows:

FENCING

SECTION 35. Fencing constructed on residential or commercial zoned property within the Town of Wilmington shall comply with the following:

1. Comply with Massachusetts General Laws and Building Codes.



2. All fences must be installed with finished side facing adjoining property.
3. Fences may be installed up to a property boundary line, but no portion of any holes excavated for the installation of fence posts shall be located on an abutting property and no portion of a fence may overhang an abutting property without written permission from the abutting property owner.
4. All fencing will be of commercial manufacture and specifically designed for use as fencing, or if constructed by property owner or contractor, shall be constructed from materials likely to be serviceable for 20 or more years and of a design which is consistent with the use and character of both the property on which the fence is located and the abutting property(s).
5. The color of fence construction materials and/or outer finish color is to be consistent with other on-site permanent structures which themselves are in conformance with zoning regulations.
6. Wood fence posts for use with fencing greater than 3 feet in height shall be constructed of square posts of a minimum nominal dimension of 4 inches or round posts with a minimum nominal diameter of 5 inches.
7. Safety or barricade type temporary fencing such as is typically used at construction sites to limit unauthorized access or observation, shall not be used at residential properties as perimeter fencing except during periods of excavation or construction and as necessary to comply with other applicable local, state or federal safety regulations. The residential restriction on the use of safety fencing does not apply to fencing installed around a swimming pool in conformance with other local and/or state safety regulations;

or take any other action related thereto.

Finance Committee recommended disapproval of this Article.

Mr. George Lingenfelter, petitioner, stated his neighbor has constructed a fence of plywood and blue tarp. Areas of the fence are over 6 feet at 6 foot 7 inches and 6 foot 5 inches. He is of the impression that any fence over 6 feet had to be permitted. He feels this is a spite fence.

Al Spaulding, Building Inspector, stated he must rule in accordance with the Wilmington Zoning By-laws and the building laws of the Commonwealth. He stated fences 6 feet and under do not require a permit; over 6 feet requires a permit.

In Opposition: Mario Marchese, Mr. Newhouse, Mr. Champoux, Mr. Caira.

In Favor: Michael Bodnar, George Lingenfelter.

MOTION: Mr. George Lingenfelter moved the adoption of Article 29, which was duly seconded, the Town of Wilmington voted to defeat Article 29.

ARTICLE 30. (drawn #23) To see if the Town will vote to amend the Zoning By-laws and associated Zoning Map of the Town of Wilmington by voting to rezone from Residential 60 (R-60) to Residential 20 (R-20), the following described parcel of land:

The land at and known as 11 Harold Avenue, Wilmington, Massachusetts 01887 as more fully described in a deed recorded in Middlesex North District Registry of Deeds Book 2541, Page 486, said premises containing 60,015 square feet of land. 11 Harold Avenue is located on the Town's Assessor's Map as Map 23, Block 9, Parcel 109.

#### Description

The land in Wilmington, Middlesex County, Massachusetts, with the buildings thereon, being shown as Lot 9 Harold Avenue on "Definitive Subdivision Plan, Jackson Park, Wilmington, Mass., owned by Jackson Bros., Inc." dated September 23, 1969 by K. J. Miller Company, Inc., C. E.'s and Land

Surveyors, which Plan is duly recorded with Middlesex North District Registry of Deeds, Plan Book 109, Plan 157; said Lot being further bounded and described as follows:

NORTHEASTERLY	by Harold Avenue by two lines together measuring 295.47 feet, as shown on said Plan;
EASTERLY	by a curved line forming the junction of Harold Avenue and Reed Street, 37.26 feet;
SOUTHEASTERLY	by said Reed Street, by several lines at the turn-around, together measuring 199.72 feet;
SOUTHWESTERLY	by land of Chisholm, 287.19 feet; and
NORTHWESTERLY	by Lot 7, 203.72 feet.

or take any other action related thereto.

Finance Committee recommended disapproval of this Article based on Planning Board recommendation.

Planning Board recommended disapproval of this Article.

Planning Board Chairman Michael Sorrentino stated this is spot zoning.

Representative James Miceli stated this abuts Shawsheen Commons and recommended approval.

**MOTION:** On motion of petitioner Ronald Bodnar, and duly seconded, the Town of Wilmington voted 87 in favor 35 opposed to amend the Zoning By-laws and associated Zoning Map of the Town of Wilmington by voting to rezone from Residential 60 (R-60) to Residential 20 (R-20), the following described parcel of land:

The land at and known as 11 Harold Avenue, Wilmington, Massachusetts as more fully described in a deed recorded in Middlesex North District Registry of Deeds Book 2541, Page 486, said premises containing 60,015 square feet of land. 11 Harold Avenue is located on the Town's Assessor's Map as Map 23, Block 9, Parcel 109. (Passes by two-thirds requirement)

ARTICLE 31. (drawn #26) To see if the Town will vote to amend the Zoning By-law and associated Zoning Map of the Town of Wilmington by voting to rezone from Residential 20 (R-20) to General Business (GB) the following parcels of land; or take any other action related thereto.

The land known as 56 Ballardvale Street, Wilmington, MA 01887 containing 1.06 acres of land and 64 Ballardvale Street, Wilmington, MA 01887 containing 1.25 acres of land. As more fully described in the deeds recorded in Middlesex North Registry of Deeds Book 4184, Page 321; Book 18160, Page 75 and Book 18160, Page 76

Finance Committee recommended disapproval of this Article based on Planning Board recommendation.

Planning Board recommended disapproval of this Article.

Ellen Sawyer, petitioner, stated that her property has changed over the years. Her property is now surrounded by Avalon Oaks and feels her property value has decreased. She would like to sell this property and buy another house in Wilmington.

Jose Carvalho, co-petitioner, said he is in support. He applied to re-finance his house and was told that his property value dropped due to Avalon.

Michael Sorrentino stated the Planning Board is strongly recommending disapproval as the area is residential and not industrial. He continued by saying he did not believe that Avalon Oaks was causing the decrease in property value.

Mr. McCoy said it makes sense to approve this article.

Mr. Caira stated he did not feel approval of this article was in the best interest of the town.

Mr. Doherty spoke in opposition.

Mr. Peter Turmenal, speaking for the petitioners, stated he did a feasibility study and the property was best suited for a hotel.

Mr. Sorrentino once again rose in opposition, but said the Planning Board never saw a feasibility study.

Mr. Caira read from the Zoning Ordinance Book stating this use would not be allowed.

Mr. Marchese, Ms. Marion Amber and Mr. Erickson all spoke in favor

MOTION: On motion of Ms. Sawyer, and duly seconded, the Town of Wilmington voted 58 in favor 66 opposed to the approval of Article 31. (Motion Fails)

ARTICLE 32. (drawn #17) To see if the Town will vote to authorize the Selectmen to enter into an agreement, the terms of which shall be determined by the Selectmen, to sell, convey or otherwise dispose of, all or part of the following described parcels, following a determination made by the Town Manager that the land is not needed for any municipal purpose, and in accordance with Chapter 3, Section 16 of the By-laws of the Inhabitants of the Town of Wilmington Revised, and other applicable law; the parcel located on Wildwood Street, described in the Assessor's records as Map 61, Parcel 6; or take any other action related thereto.

Finance Committee recommended disapproval of this Article based on Planning Board recommendation.

Planning Board recommended disapproval of this Article and a recommendation that this parcel is not surplus to the needs of the Town due to its proximity to the Wildwood Street School.

MOTION: It was moved to pass over this article. Voted.

ARTICLE 33. (drawn #31) To see if the Town will vote to authorize the Selectmen to enter into an agreement, the terms of which shall be determined by the Selectmen, to sell, convey or otherwise dispose of, all or part of the following described parcels, following a determination made by the Town Manager that the land is not needed for any municipal purpose, and in accordance with Chapter 3, Section 16 of the By-laws of the Inhabitants of the Town of Wilmington Revised, and other applicable law. The parcels are located on Faneuil Drive, described in the Assessor's records as Map 44, Parcels 166 and 167; or take any other action related thereto.

Finance Committee recommended approval of this Article based on Planning Board recommendation.

Planning Board recommended approval of this Article if the determination is made that the land is surplus to the needs of the Town.

MOTION: On motion of Mr. Robert Peterson, for the petitioner, and duly seconded, the Town of Wilmington voted unanimously to approve the sale of town owned land described as Assessor's Map 44, Parcels 166 and 167 and further that the minimum fair market value is established at \$150,000.

ARTICLE 34. (drawn #18) To see if the Town will vote to amend, update and revise the “Official Map” of the Town of Wilmington, dated January 1, 1973, prepared for the Planning Board by the Engineering Department and adopted by the Town of Wilmington under Article 17 of the Warrant for Special Town Meeting of June 25, 1973, and recorded at the Middlesex North Registry of Deeds on August 20, 1973, in Book of Plans M, Plan 712, to show the now existing public ways, parks and private ways in accordance with the Massachusetts General Laws Chapter 41, Sections 81E, F and G, provided said map has been lawfully adopted, maintained and is still valid; or take any other action related thereto.

Finance Committee recommended disapproval of this Article.

MOTION: Mr. Mark Nelson moved the adoption of Article 34, which was duly seconded, the Town of Wilmington voted to defeat Article 34.

ARTICLE 35. (drawn #29) To see if the Town will vote that in the event, at the current Town Meeting, the voters approve the construction of a NEW High School and the increase in taxes required to finance the project, I request the voters to give senior citizens having at least a 10 year residency a tax break on the financing increase to their taxes as follows; @ ages 65 years – 80 years there shall be a 75% reduction on the proposed new increase of taxation and at ages 80 years and over no new school taxes shall be billed; or take any other action related thereto.

Finance Committee recommended disapproval of this Article.

Article 35 was withdrawn by the petitioner, Mr. Bodnar.

ARTICLE 36. (drawn #29) To see if the Town will vote to establish a disabled veterans tax work-off program and raise and appropriate a sum of \$10,000 for the purpose of providing disabled veterans work opportunities for services rendered to the town in accordance with said program; or take any other action related thereto.

Finance Committee recommended disapproval of this Article.

MOTION: Mr. Mark Nelson moved the adoption of Article 36, which was duly seconded, the Town of Wilmington voted to defeat Article 36.

The meeting adjourned at 2:40 p.m. with 213 registered voters and 31 non-voters attending.

## SPECIAL TOWN ELECTION – DECEMBER 6, 2011 WITH ACTION TAKEN THEREON

TO: THE CONSTABLE OF THE TOWN OF WILMINGTON:

In the name of the Commonwealth of Massachusetts and in the manner prescribed in the By-Laws of said Town, you are hereby directed to notify and warn the inhabitants of the Town qualified to vote in Town affairs to meet and assemble at the Boutwell School (Precincts 1 and 2), Wildwood School (Precincts 3 and 4) and the Town Hall Auditorium (Precincts 5 and 6), Tuesday the sixth day of December, A.D. 2011 at 7:45 o'clock in the forenoon, the polls to be opened at 8:00 a.m. and shall be closed at 8:00 p.m. for the following purpose:

Question: “Shall the Town of Wilmington be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to pay the costs of designing, permitting, constructing, equipping and furnishing a new high school including the payment of costs for any necessary site improvements, said high school to be located at 159 Church Street, Wilmington, MA.”

In accordance with the above Warrant, the election was opened by the Town Clerk, Sharon A. George, at the Town Hall, Board of Registrar Member Priscilla Ward at the Boutwell School and Board of Registrar Member Alice Hooper at the Wildwood School.

All voting equipment was in place in each precinct. The checkers were prepared with their voting lists and everything was in readiness at 8:00 a.m. and the polls were declared open.

Results were as follows:

Yes	3,778
No	1,238
Blanks	<u>0</u>
Total:	5,016

The polls were declared closed at 8:00 p.m. The results of the special election were ready by 8:30 p.m. with an overwhelmingly positive vote for the construction of a new high school. The total number of votes cast was 5,016, which represented 33% of Wilmington's registered voters.

## SPECIAL TOWN MEETING – DECEMBER 10, 2011 WITH ACTION TAKEN THEREON

TO: THE CONSTABLE OF THE TOWN OF WILMINGTON:

In the name of the Commonwealth of Massachusetts and in the manner prescribed in the By-Laws of said Town, you are hereby directed to notify and warn the inhabitants of the Town qualified to vote in Town affairs to meet and assemble at the Lawrence H. Cushing Gymnasium, Wilmington High School, Church Street, in said Town of Wilmington, on Saturday the tenth day of December 2011 at 10:30 a.m., then and there to act on the following articles:

With a quorum present at 11:45 a.m. James Stewart, Town Moderator, opened the meeting with the Pledge of Allegiance.

MOTION: On motion of Chairman Louis Cimaglia, and duly seconded, the Town of Wilmington voted in the affirmative to dispense with further reading of the Warrant and take up and make reference to each article by number.

ARTICLE 1. (drawn #1) To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Town Manager and High School Building Committee for the purpose of paying the costs of designing, permitting, constructing, equipping and furnishing a new high school including the payment of costs for any necessary site improvements, said high school to be located at 159 Church Street, Wilmington, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority (MSBA). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the project shall not exceed the lesser of (1) fifty-two and forty-seven hundredths percent (52.47%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; or take any other action related thereto.

Finance Committee recommended approval of this Article.

A brief presentation was done by Dore and Whittier, architects for the project.

Margaret Kane, Chairperson, School Committee, introduced Joanne Benton, Superintendent of Schools. Mrs. Benton explained to the large audience in attendance the need for a new high school to give students a 21<sup>st</sup> century education. Mrs. Benton deferred to Town Manager, Michael Caira, to discuss the appropriations needed.

Mr. Caira discussed the total cost of the project to be \$81,563,115. He continued by saying the positive vote at Special Election on December 6, 2011 allowed the town to increase tax levy limit. The estimated local share will be \$44,190,758. Mr. Caira estimated the average annual cost to the homeowner over the amortization of the bond for 25 years would be \$164.14. This calculation is based on the assessed value of the average home.

Josephine King, 230 Burlington Avenue, stated she felt the footprint of the school should be moved 100 feet to protect the wetlands better. She also asked if a buffer would be placed and was told there would be.

James Lemay, 25 Shady Lane Drive, gave a scenario of the tax base of different communities and stated that he was in favor of the project.

Joanne Shukis, 7 Cedar Street, stated she was in opposition due to the bad economy.

Selectman Michael J. Newhouse, stated that he feels this is the right time. He continued by saying this is also the right economy.

MOVE THE QUESTION:

MOTION: On motion of Daniel Veerman, and duly seconded, the Town of Wilmington voted in the affirmative to move the question.

MAIN MOTION:

MOTION: On motion of Mr. Newhouse, and duly seconded, the Town of Wilmington voted 1,426 in favor and 31 opposed to appropriate the amount of Eighty-One Million Five Hundred Sixty-Three Thousand One Hundred Fifteen Dollars (\$81,563,115) for the purpose of paying the costs of designing, permitting, constructing, equipping and furnishing a new high school, including the payment for costs of any necessary site improvements, said high school to be located at 159 Church Street, Wilmington, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Town Manager and High School Building Committee. To meet this appropriation the Board of Selectmen, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) Fifty-Five and Nineteen hundredths percent (55.19%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2½); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA.

Motion for Reconsideration was requested.

RECONSIDERATION: On motion of Kevin MacDonald, and duly seconded, the Town of Wilmington defeated the motion for reconsideration.

ARTICLE 2. (drawn #4) To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift or eminent domain the parcel of land located off Church Street in Wilmington, containing approximately 10,299 square feet and shown as Parcel X on a plan entitled "Plan of Land, First Baptist Church, 173 Church St., Wilmington, Mass., Map 63, Lot 9 – September 9, 2011" on file with the Town Clerk's Office for school purposes and other general municipal purposes; and further to see if the Town will vote to appropriate, borrow pursuant to any applicable statute or transfer from available funds, a sum of money for such purposes; or take any other action related thereto.

Finance Committee recommended approval of this Article.

Mr. Cairra stated a vote on this article would enable the Town to move forward with a purchase and sale agreement for the property at a cost of \$15,000. This land is needed for the high school project.

MOTION: On motion of Mr. Louis Cimaglia, and duly seconded, the Town of Wilmington voted in the affirmative that the Board of Selectmen be authorized to acquire by purchase, gift or eminent domain the parcel of land located off Church Street in Wilmington, containing approximately 10,299 square feet and shown as Parcel X on a plan entitled "Plan of Land, First Baptist Church, 173 Church St., Wilmington, Mass., Map 63, Lot 9 – September 9, 2011" for school purposes and other general municipal purposes; and further appropriate from the general fund, the amount of Fifteen Thousand Dollars (\$15,000.00) to acquire said property.

James Stewart, Moderator, stated that Articles 3 and 4 would be taken together.

ARTICLE 3. (drawn #3) To see if the Town will vote, pursuant to Chapter 40, Section 58 of the Massachusetts General Laws, to authorize the Town of Wilmington, through its Town Manager and Town Counsel, (A) to impose and record a lien against private real property for municipal charges that arise or have arisen from the trimming, cutting and/or removal of trees or bushes at such property by the Town's Tree Warden and his or her deputies, where (i) such action is deemed necessary because the affected trees or bushes have been found to obstruct, endanger, or hinder pedestrians or others traveling on public ways, and (ii) such personnel have been duly authorized to take such action by recorded vote of the Wilmington Board of Selectmen pursuant to M.G.L. Chapter 87, Section 5, and (iii) the owner of such property has failed or refused to perform such trimming, cutting or removal following notice given to him or her by the Town of Wilmington, and (iv) the property owner has failed or refused to pay the amount of such charges when an invoice, presented to him or her, becomes due; such municipal charges to include the cost of performing the work by or for the Town of Wilmington, and any safety and/or security measures related to the performance of such work; and (B) to add the remaining unpaid amount of such municipal charges to the property owner's next tax bill; or take any other action related thereto.

Finance Committee recommended approval of this Article.

ARTICLE 4. To see if the Town will vote to amend The By-Laws of the Inhabitants of the Town of Wilmington Revised to insert as Section 35 of Chapter 5 a new provision, as follows:

#### LIEN FOR CERTAIN TREE REMOVAL COSTS

SECTION 35. The Town Manager and Town Counsel may (A) impose and record a lien against private real property for municipal charges that arise or have arisen from the trimming, cutting and/or removal of trees or bushes at such property by the Town's Tree Warden and his or her deputies, where (i) such action is deemed necessary because the affected trees or bushes have been found to obstruct, endanger, or hinder pedestrians or others traveling on public ways, and (ii) such personnel have been duly authorized to take such action by recorded vote of the Wilmington Board



of Selectmen pursuant to M.G.L. Chapter 87, Section 5, and (iii) the owner of such property has failed or refused to perform such trimming, cutting or removal following notice given to him or her by the Town of Wilmington, and (iv) the owner has failed or refused to pay the amount of such charges when an invoice, presented to the owner, becomes due; such municipal charges may include the cost of performing the work by or for the Town of Wilmington, and any safety and/or security measures related to the performance of such work; and (B) add the remaining unpaid amount of such municipal charges to the property owner's next tax bill.

Finance Committee recommended approval of this Article.

Debra Russo asked about electrical wires in the tree limbs. Randi Holland was concerned with trees in the right of way.

Mr. Cairra stated this proposed by-law is to protect the taxpayer. If a homeowner has a tree on their property and it is a danger to the public, and the homeowner refuses to have the tree removed, at that time the town will go on private property and remove the tree.

#### MOVE THE QUESTION

It was moved and seconded from the floor to end debate on Articles 3 and 4. So voted.

MOTION: (Article 3) On motion of Selectman Michael V. McCoy, and duly seconded, the Town of Wilmington voted in the affirmative that the Town of Wilmington, through its Town Manager and Town Counsel, may (A) impose and record a lien against private real property for municipal charges that arise or have arisen from the trimming, cutting and/or removal of trees or bushes at such property by the Town's Tree Warden and his or her deputies, where (i) such action is deemed necessary because the affected trees or bushes have been found to obstruct, endanger, or hinder pedestrians or others traveling on public ways, and (ii) such personnel have been duly authorized to take such action by recorded vote of the Wilmington Board of Selectmen pursuant to M.G.L. Chapter 87, Section 5, and (iii) the owner of such property has failed or refused to perform such trimming, cutting or removal following notice given to him or her by the Town of Wilmington, and (iv) the owner has failed or refused to pay the amount of such charges when an invoice, presented to the owner, becomes due; such municipal charges to include the cost of performing the work by or for the Town of Wilmington, and any safety and/or security measures related to the performance of such work; and (B) add the remaining unpaid amount of such municipal charges to the property owner's next tax bill.

MOTION: (Article 4) On motion of Selectman Michael L. Champoux, and duly seconded, the Town of Wilmington voted in the affirmative to amend the By-Laws of the Inhabitants of the Town of Wilmington, Revised to insert as Section 35 of Chapter 5 a new provision, as follows:

#### LIEN FOR CERTAIN TREE REMOVAL COSTS

SECTION 35. The Town Manager and Town Counsel may (A) impose and record a lien against private real property for municipal charges that arise or have arisen from the trimming, cutting and/or removal of trees or bushes at such property by the Town's Tree Warden and his or her deputies, where (i) such action is deemed necessary because the affected trees or bushes have been found to obstruct, endanger, or hinder pedestrians or others traveling on public ways, and (ii) such personnel have been duly authorized to take such action by recorded vote of the Wilmington Board of Selectmen pursuant to M.G.L. Chapter 87, Section 5, and (iii) the owner of such property has failed or refused to perform such trimming, cutting or removal following notice given to him or her by the Town of Wilmington, and (iv) the owner has failed or refused to pay the amount of such charges when an invoice, presented to the owner, becomes due; such municipal charges may include the cost of performing the work by or for the Town of Wilmington, and any safety and/or security measures related to the performance of such work; and (B) add the remaining unpaid amount of such municipal charges to the property owner's next tax bill.

ARTICLE 5. (drawn #3) To see whether the Town will vote to authorize the Selectmen to enter into an agreement, the terms of which shall be determined by the Selectmen, to sell, convey or otherwise dispose of, all or part of the following described parcel, following a determination made by the Town Manager that the land is not needed for any municipal purpose, and in accordance with Chapter 3, Section 16 of the By-laws of the inhabitants of the Town of Wilmington Revised, and any other applicable law. The parcel is located on Boutwell Street, described in the assessor's records as Map 19, Parcel 52; or take any other action related thereto.

Finance Committee recommended approval of this article based on Property Review Board recommendation and declaration of surplus by the Town Manager.

The parcel was not considered to be surplus to the needs of the Town by the Town Manager. Article withdrawn.

ARTICLE 6. (drawn #2) To see whether the Town will vote to preserve Wilmington High School and prevent it from being demolished; or take any other action related thereto.

Finance Committee recommended disapproval of this Article.

Mr. MacDonald presented his article reiterating once again his opposition to the design of the new high school.

Other residents asked about the oil and its affect on the soil and building the new high school.

Mr. Caira stated that all the borings and testing has been done with the drilling to 14' under the Activity and Use Limitation Area (AUL).

**MOVE THE QUESTION**

A motion was made from the floor and seconded to move the question. So voted.

**MOTION:** On motion of Mr. MacDonald to adopt Article 6 which was duly seconded, the Town of Wilmington voted to defeat Article 6. Motion fails.

The meeting was adjourned at 2:30 p.m. with an attendance of registered voters of 1,468 and 42 non-voters.

# Directory of Officials - January 1, 2012

<u>Board of Selectmen</u>	Louis Cimaglia, IV, Chairman	2013
	Michael L. Champoux	2012
	Michael J. Newhouse	2013
	Michael V. McCoy	2014
	Judith L. O'Connell	2014
<u>Town Manager</u>	Michael A. Caira	
<u>Moderator</u>	James C. Stewart	2012
<u>School Committee</u>	Margaret A. Kane, Chairman	2013
	Leslee A. Quick, Vice Chairman	2014
	Robert L. Hayes, Secretary	2013
	Mario S. Marchese	2012
	A. Quincy Vale	2012
	Kathleen M. Carroll	2013
	Virginia M. Bonish	2014
<u>Superintendent of Schools</u>	Joanne M. Benton	
<u>Finance Committee</u>	John F. Doherty, III, Chairman	2014
	Theresa M. Manganelli, Vice Chairman	2014
	Victoria L. Ellsworth, Secretary	2013
	Richard K. Hayden	2012
	Bernard P. Nally, Jr.	2012
	William J. Wallace	2012
	Patrick T. Hughes	2013
	Jordan H. Weiner	2013
	Robert P. Palmer	2014

# Boards, Committees & Commissions - January 1, 2012

	<u>Term Expires</u>		<u>Term Expires</u>
<u>Appeals, Board of</u>			
Charles E. Boyle, Chairman	2016	<u>Disabilities, Commission on</u>	
Robert H. Spencer	2012	Phyllis P. Genetti, Chairman	2014
Daniel J. Veerman	2013	Frank A. Botte	2013
Anthony J. Barletta, Jr.	2014	Joseph P. Franceschi, Jr.	2013
Edward P. Loud	2015	Selectman Liaison	
<u>Assessors, Board of</u>			
Humphrey J. Moynihan, Principal Assessor		<u>Elderly Services Commission</u>	
Anthony E. Krzeminski		John J. King, Chairman	2013
Roger J. Lessard		Mary D'Eon	2012
		Albert J. LaValle	2012
		Francis Sferrazza	2013
		Mary Smith	2013
		Stanley Dancewicz, Jr.	2014
		Jane A. Hill	2014
<u>By-Law Study Committee</u>			
Robert H. Spencer, Chairman		<u>Emergency Management Committee</u>	
James F. Banda		Michael A. Caira	
Scott C. Garratt		Jeffrey M. Hull	
Walter J. Kaminski		Michael R. Begonis	
Joan D. Searfoss		Edward G. Bradbury, Jr.	
Selectman Liaison		George W. Hooper, II	
Sharon A. George, Ex-Officio		Michael Morris	
		Shelly M. Newhouse	
		Donald N. Onusseit	
		John T. Spaulding	
		Michael J. Woods	
<u>Cable TV Advisory Task Force</u>			
Jeffrey M. Hull, Chairman		<u>Health, Board of</u>	
Sandra S. Curtin		Elizabeth E. Sabounjian, Chairman	2014
Neil Ellis		James A. Ficociello, V. Chairman	2013
		Jane A. Williams-Vale	2012
<u>Carter Lecture Fund Committee</u>			
Adele C. Passmore, Chairman	2013	<u>Historical Commission</u>	
Ann H. Berghaus, Rec. Sec.	2012	Carolyn R. Harris, Chairman	2014
Andrea B. Houser, Corr. Sec.	2011	Kathleen Black-Reynolds	2012
Margaret A. St. Onge	2012	William J. Campbell	2012
Julia E. Doten	2013	Stephen Lawrenson	2013
		Bonny A. Smith	2013
		Gerald R. Duggan	2014
		Julie O'Brien Fennell	2014
<u>Cemetery Commission</u>			
Cynthia A. McCue, Chairman	2013	<u>Housing Authority</u>	
Judith A. Simmons	2012	Robert C. DiPasquale, Chairman	2013
Pasquale D'Antonio	2014	Stacie A. Murphy	2012
		Leona C. Bombard	2015
		Gregory B. Bendel	2016
		Vacancy (State Appointee)	
<u>Conservation Commission</u>			
Donald J. Pearson, Chairman	2013		
Frank J. Ingram, Vice Chairman	2013		
Charles R. Fiore	2012		
Vincent Licciardi	2012		
Julie A. Flynn	2014		
Sharon M. Kelley Parrella	2014		
Vacancy	2013		

# Boards, Committees & Commissions - January 1, 2012

	<u>Term Expires</u>		<u>Term Expires</u>
<u>Library Trustees</u>			
Donald J. Pearson, Chairman	2013		
Eileen L. MacDougall, Vice Chairman	2011	Regional Vocational Technical	
James M. Lemay	2011	<u>School Committee</u>	
Karen E. Campbell	2012	Robert G. Peterson	2013
Joan S. Grady	2012	James M. Gillis	2012
Susanne L. Clarkin	2013		
James Banda, Sr., Trustee Emeritus			
Anne Buzzell, Trustee Emeritus			
<u>Permanent Building Committee</u>			
George W. Hooper, II, Chairman	2014		
Diane M. Allan	2012		
Paul J. Melaragni	2012		
Joseph J. Parrella, Jr.	2013		
John C. Holloway	2014		
<u>Planning Board</u>			
Michael A. Sorrentino, Chairman	2012		
Ann L. Yurek, Clerk	2014		
James F. Banda, Jr.	2013		
Randi R. Holland	2015		
Brian T. Corrigan	2016		
<u>Recreation Commission</u>			
C. Michael Burns, Chairman	2014		
Sheila Burke, Vice Chairman	2012		
Laurie Robarge	2012		
Charles Biondo	2013		
Mark Kennedy	2013		
<u>Redevelopment Authority</u>			
Sidney R. Kaizer	2012		
Patrick M. Keogan	2016		
		<u>Registrars, Board of</u>	
		Priscilla R. Ward, Chairman	2013
		Alice M. Hooper	2012
		Edward L. Sousa	2014
		Sharon A. George, Clerk	
		<u>Scholarship Fund Committee</u>	
		Joanne M. Benton, Chairman	2014
		Susanne L. Clarkin	2014
		Carol A. King	2014
		Michele Caira Nortonen	2014
		Robert G. Peterson	2014
		Lisa A. Troy	2014
		<u>Trustees of Trust Funds</u>	
		Michael Morris, Chairman	2012
		Michelle L. Gomes	2012
		Pamela L. MacKenzie	2012
		<u>Water and Sewer Commissioners</u>	
		Joseph J. Balliro, Jr., Chairman	2013
		George R. Allan	2011
		Matthew J. Kane	2012
		<u>Wilmington Arts Council</u>	
		Jane M. Crane, Chairman	2013
		Barbara Forrestall*	2012
		Jean A. Chang	2012
		Marguerite Elia	2012
		Linda Molloy	2012
		Sara B. Campbell	2012

\* Advisory Board Member

# Boards, Committees & Commissions - January 1, 2012

## Wilmington Election Officers – Term Expires Annually

### Precinct 1

Mary D'Eon, Warden  
Priscilla R. Ward, Deputy Warden  
Mary Schultz, Deputy Clerk  
Clarice J. Ross, Inspector  
Wendy Diecidue, Alternate  
Carolyn Kenney, Alternate  
Kim Mytych, Alternate  
Ann Peters, Alternate

### Precinct 3

Patricia McKenna, Warden  
Shirley Brush, Inspector  
Loretta R. Caira, Inspector  
Carol King, Inspector  
Janice Quandt, Inspector  
Ruth Holbrook, Alternate  
Taryn Martiniello, Alternate  
Michele Nortonen, Alternate  
Susan Delaney, Alternate  
Alma D'Antonio, Alternate

### Precinct 5

Nita Beals, Warden  
Maureen Fiorenza, Deputy Warden  
Jeanne Grant, Inspector  
Cynthia McCue, Inspector  
Robert Beals, Alternate  
Beverly Dalton, Alternate  
Jane Crane, Alternate  
Kathleen Scanlon, Alternate  
Cynthia Walsh, Alternate

### Precinct 2

Alfred Antinarelli, Warden  
Jeanne Buck, Deputy Warden  
Elizabeth Roberts, Deputy Clerk  
Helen Brady, Inspector  
Andrea Houser, Inspector  
Robert J. Sweet, Inspector  
Susan McNamara, Alternate  
Joyce Murray, Alternate  
Gayle Regan, Alternate  
Audrey E. Riddle, Alternate

### Precinct 4

Sarah H. Cosman, Warden  
Joan Searfoss, Deputy Warden  
Marilyn West, Deputy Clerk  
Gail Gass, Inspector  
Phyllis Hailey, Inspector  
Joanna E. Clayton, Alternate  
Lorraine A. Hermann, Alternate  
Mary Lunetta, Alternate  
Deborah Steen, Alternate

### Precinct 6

Donald Armstrong, Warden  
Jean C. Lefavour, Inspector  
Mary F. Kiesinger, Inspector  
Jean Mazzocca, Inspector  
Lillian Gigliotti, Alternate  
Rosemary Greco, Alternate  
Laurie Mathews, Alternate  
Joann Roberto, Alternate  
Mary Ann Steen, Alternate  
Margaret White, Alternate

## Officers and Department Heads - January 1, 2012

Accountant	Michael Morris	694-2029
Administrative Assistant	Beverly J. Dalton	658-3311
Animal Control/Inspector	Ellen G. Davis Sawyer	658-7845
Assistant Town Manager	Jeffrey M. Hull	658-3311
Assessor, Principal	Humphrey J. Moynihan	658-3675
Community Development Program Director	Carole S. Hamilton	658-9843
Constable	Charles E. Rooney, Jr.	658-6140
Elderly Services Director	Theresa Marciello	657-7595
Emergency Management Director	Edward G. Bradbury	658-3346
Engineering Director	Anthony Pronski	658-4499
Fence Viewer	Anthony Pronski	658-4499
	John T. Spaulding	658-4531
Fire Chief	Edward G. Bradbury	658-3346
Housing Authority Executive Director	Maureen Hickey	658-8531
Inspector of Buildings	John T. Spaulding	658-4531
Librarian	Christina A. Stewart	658-2967
Mass. Bay Transportation Authority Advisory Board	Michael V. McCoy	658-3311
Mass. Water Resource Authority Advisory Board	Michael J. Woods	658-4711
Metropolitan Area Planning Council	Carole S. Hamilton	658-8238
Middlesex Canal Commission	Betty M. Bigwood	657-7870
	Michael J. McInnis	
Museum Curator	Theresa McDermott	658-5475
Planning/Conservation Director	Carole S. Hamilton	658-8238
Plumbing and Gas Inspector	Paul Raffi	658-4531
Police Chief	Michael R. Begonis	658-5071
Public Buildings Superintendent	George W. Hooper, II	658-3017
Public Health Director	Shelly M. Newhouse	658-4298
Public Health Nurse	Tina R. Scanlon, R.N.	694-2041
Public Works Superintendent	Donald N. Onusseit	658-4481
Reading Municipal Light Dept. Advisory Board	George W. Hooper, II	658-3017
	Thomas A. Ollila	658-4858
Recreation Director	Deborah E. Cipriani	658-4270
Sealer of Weights and Measures	Charles H. Carroll	(617) 727-3480 x 21131
Town Clerk	Sharon A. George	658-2030
Town Counsel	John C. Foskett	(617) 951-2300
Town Manager	Michael A. Caira	658-3311
Treasurer/Collector	Pamela L. MacKenzie	658-3531
Veterans' Agent/Grave Officer	Louis Cimaglia, IV	694-2040
Water & Sewer Superintendent	Michael J. Woods	658-4711
Wiring Inspector	Frederick Sutter	658-4531





## TOWN OF WILMINGTON MUNICIPAL SERVICES GUIDE

### GENERAL ADMINISTRATION

Board of Selectmen (Meeting dates - 2<sup>nd</sup> & 4<sup>th</sup> Monday evening 7:00 p.m.)

The Board of Selectmen is recognized by the General Laws of the Commonwealth of Massachusetts as the Town's chief elected officials. The Board is responsible for appointing the Town Manager, the Board of Appeals, the Town Counsel and the Town Accountant. The Selectmen are also responsible for issuing numerous licenses including alcohol licenses, common victualer licenses and licenses to operate automobile dealerships. The Selectmen serve on a part-time basis.

Phone 978 - 658-3311

Louis Cimaglia, IV, Chairman  
Michael L. Champoux  
Michael V. McCoy  
Michael J. Newhouse  
Judith L. O'Connell

Town Manager - Michael A. Caira – 978 - 658-3311

The Town Manager is the Chief Administrative Officer of the Town. He supervises and directs the administration of all departments, boards and commissions except for the Board of Selectmen, Town Moderator, Finance Committee, Schools, Board of Appeals, Election Officers and Registrars of Voters. His duties include the appointment and removal, if necessary, of staff and members of certain boards and commissions; attendance at all regularly scheduled meetings of the Board of Selectmen to advise and recommend specific courses of action regarding issues affecting the Town; representing the Town in all litigation to which the Town is a party; acting as the Chief Fiscal Officer of the Town; preparation and administration of a comprehensive annual budget and directing the procurement of all goods and services on behalf of the Town.

Assistant Town Manager - Jeffrey M. Hull – 978 - 658-3311

The Assistant Town Manager serves as the town's risk manager responsible for arranging the purchase of all lines of municipal insurance, chairing the town Safety Committee meetings, arranging for loss control training and working with insurance carriers to respond to claims against the town; serves in a human resources role informing employees about the various benefits available to them and establishing practices to comply with state and federal employment regulations; serves as a resource for departments seeking guidance on compliance with state procurement regulations; serves as the town's "point person" on cable licensing and assists the Town Manager with municipal administration including annual budget preparation, collective bargaining with unions and responding to questions or requests for assistance from residents.

Town Clerk – Sharon A. George – 978 - 658-2030

State law assigns duties to the Town Clerk in three major areas, the keeping of records and documents, the issuance of licenses and the administration of elections. In terms of the Town records the Clerk records proceedings of all town meetings and elections. The Town Clerk is Registrar of all vital statistics and Filing Officer for birth and death certificates, zoning decisions, etc. The Clerk's office also issues marriage licenses, dog licenses, etc. The Clerk is the Chief Election Official for all elections and serves as clerk of the Board of Registrars.

## **FINANCIAL ADMINISTRATION**

### Town Accountant - Michael Morris – 978 - 658-2029

The Accounting Department reviews all requests for payment which involve Town funds. The department prepares warrants on a weekly basis for payment of all bills owed by the Town. The Accountant maintains the complete official financial records of the Town and prepares other financial records and reports as needed. The office provides information for the annual audit and bond ratings. Additionally, this office participates in the preparation of the annual budget. The Accounting Department is also responsible for the management of the Town's Information Systems, including financial systems, electronic mail and the Town's website.

### Principal Assessor - Humphrey J. "Skip" Moynihan – 978 - 658-3675

The main responsibility of the Board of Assessors is to levy the property taxes necessary to meet appropriations and to insure that taxes are allocated equitably on the basis of the property owned by each taxpayer. The assessors are required to compute the tax rate and assess all real and personal property within the Town at fair-market value i.e. close to the true market value, except for property qualifying for preferential assessments such as forest, agricultural or recreation land. Tax rates depend on three factors: (1) the valuation of taxable property, (2) the tax levy or amount to be raised from property taxation and (3) property classification.

### Treasurer/Collector – Pamela L. MacKenzie – 978-658-3531

The Treasurer/Collector is responsible for the billing and collection of monies due the Town including property and motor vehicle excise taxes and charges for water, sewer and ambulance services. This department is responsible for preparing the weekly payroll. The Treasurer/Collector monitors the Town's cash flow and arranges for short-term and long-term borrowing. The department serves as custodian of all Town funds. All municipal bank accounts are controlled by this office. The tax title and foreclosure proceedings for non-payment of taxes are handled by the Treasurer/Collector.

## **COMMUNITY DEVELOPMENT**

### Planning/Conservation Director – Carole S. Hamilton – 978 - 658-8238

The major responsibilities of the Planning Department are to: undertake studies of land use, economic development, housing, transportation and other matters related to community development; compile and maintain maps, statistics and records related to land use and development; review individual proposals for development and for compliance with the subdivision regulations and zoning by-law; and prepare applications and administer grants related to planning and development.

The primary function of the Conservation Department is the administration and enforcement of the Wetlands Protection Act Massachusetts General Laws Chapter 131, Section 40. The Act is intended to protect seven public interest issues related to wetlands: flood control, storm damage prevention, protection of public and private water supply, protection of ground water supply, prevention of pollution, protection of fisheries and protection of land containing shellfish. Some of the department's responsibilities include reviewing and inspecting development projects to insure their compliance with the Town and State wetlands statutes. In addition, the department manages several pieces of property throughout Town which have been placed into the Town's custody as conservation land.

### Building Inspector – John T. Spaulding – 978 - 658-4531

The Building Inspector interprets and enforces the Town's Zoning By-Law, the State Uniform Building Code and certain other State codes. This department provides assistance to the Zoning Board of Appeals, architects, engineers, contractors and individual property owners in preparing zoning cases, plans and permit applications. The Building Inspector is responsible for plumbing, gas fitting and wiring inspections.

Director of Public Health – Shelly M. Newhouse – 978 - 658-4298

The department provides two primary types of service. Inspectional services include restaurant, retail food stores, cafeterias in industrial buildings and schools, all mobile food trucks, ice cream trucks and caterers. In addition, the department conducts percolation tests for the location of septic systems, septic system inspections, nuisance inspections and responds to citizens complaints regarding dumping, air pollution and noise pollution and hazardous waste spills. The department provides public nursing services. This includes an annual rabies clinic for dogs and immunization for influenza, pneumonia, polio and various other diseases. The Town Nurse provides blood pressure and cholesterol screenings to Town residents. In addition, the nurse provides home health care visits to elderly residents of the Town.

## **PUBLIC SAFETY**

Fire Chief – Edward G. Bradbury – 978 - 658-3346 -- Emergency Number - 9-1-1

The Wilmington Fire Department is responsible for providing fire protection and emergency medical services to the Town of Wilmington. Statutory and Regulatory Laws and regulations are enforced through the Fire prevention Office.

Inspections of fire alarm systems, smoke detectors, sprinkler systems, flammable and combustible liquids and explosives. Propane tank installations, oil burner installations and hazardous materials conducted by fire prevention and shift personnel.

Police Chief – Michael R. Begonis – 978 - 658-5071 -- Emergency Number - 9-1-1

The principle responsibility of the Wilmington Police Department is the protection of people and property through enforcement of criminal laws and traffic regulations. The department also enforces certain local by-laws and provides public education such as the DARE program. Animal Control services are provided through this department.

Dispatch Supervisor – April E. Kingston – 978 - 658-5071 -- Emergency Number - 9-1-1

The Public Safety Dispatch Department is responsible for providing emergency communications for the Wilmington Police and Fire Departments. The department answers all E-9-1-1 lines, dispatches police, fire and EMS as needed and handles all incoming business calls for personnel of both departments. The department also assists other town departments in handling their after hours emergency calls such as water main breaks, animal control calls, notification to the DPW of road conditions and other public service needs.

## **DEPARTMENT OF PUBLIC WORKS**

Superintendent - Donald N. Onusseit – 978 - 658-4481 or 978 - 658-4484

The Public Works Department is responsible for highways, trees, parks, cemeteries, water, sewers, refuse and recycling. The Highway Division is responsible for the care and maintenance of the roads, sidewalks, parking areas and traffic lights. The Engineering Division assists town departments, boards and commissions with engineering related projects, such as drainage problems, review of subdivision plans and inspection of subdivision roadway construction. The Parks & Grounds Division is responsible for the maintenance of the Town's commons, parks and recreation areas. The Tree Division is responsible for the Town's public shade and ornamental trees and maintenance of the trees on the Town Common. The Public Works Department is also responsible for the operation of the Town's water supply, distribution, treatment systems, septic pumping stations, the sanitary sewer collection systems and the septic disposal station. These responsibilities are assumed by the Water & Sewer Department. The Department operates two water treatment plants in accordance with regulations established by the Commonwealth of Massachusetts Department of Environmental Protection (DEP) and the federal Environmental Agency (EPA).

In addition, the Public Works Department operates a curbside recycling program for many household items, maintains a composting center for brush and leaf disposal and oversees a contract for residential solid waste collection.

## **PUBLIC BUILDINGS DEPARTMENT**

Superintendent – George W. Hooper, II – 978 - 658-3017 or 978 - 658-8124

The Public Buildings Department is responsible for approximately 714,000 square feet of building space. The department provides custodial services for all school buildings and most of the general government buildings. In addition to the custodial services, the department repairs and maintains all of the Town's municipal buildings. Public Buildings provides for the complete set-up at all Town elections and the annual and special town meetings.

## **HUMAN SERVICES**

Elderly Services Director - Theresa Marciello – 978 - 657-7595

Wilmington Department of Elderly Services is committed to continuously advocating, promoting and providing services to Wilmington citizens 60 and over. These services contribute to the well-being of our seniors in the following ways: Information and Referral, Care Planning and Management, Health and Wellness Services, Transportation Service, Educational Programs, Counseling and Family Support Services, Financial and Health Insurance Counseling and Medical Advocacy.

The Buzzell Senior Center has an environment that is not only inviting, but also safe and enjoyable for elderly residents to be able to communicate with their peers and participate in many daily classes and activities.

Library Director - Christina A. Stewart – 978 - 658-2967

The Wilmington Memorial Library has over 65,000 items including books and audio books, movies and music, games and software, newspapers and magazines. With a library card, residents can access authoritative databases, downloadable audio books and ebooks. The library is a member of the Merrimack Valley Library Consortium (MVLC), a system of 35 libraries with a common catalog providing access to more than 3 million items. Items owned by MVLC libraries may be requested for delivery to our library. The library has computer workstations with high speed Internet connection, Microsoft Office and black/white or color printing. Wireless access is available throughout the library. Scanners, copiers and a fax machine are also available. With supplemental support from the Friends of the Library, the library offers a variety of programming for all ages year round. The calendar of events can be found on the library's web site [www.wilmlibrary.org](http://www.wilmlibrary.org).

Recreation Director – Deborah E. Cipriani – 978 - 658-4270

The goal of the Wilmington Recreation Department is to offer high quality, relevant and affordable programs and services to the residents of Wilmington. We provide a variety of leisure services that are under constant review, with a focus on evolving offerings to keep pace with local demand and changing trends. We offer classes for all ages, sports and other programs to promote physical health and day and overnight trips to provide life-long education and entertainment. Our commitment is to excellence in our programming, presented with superior customer service.

Veterans' Agent – Louis Cimaglia, IV – 978 - 694-2040

The Veterans' Agent administers a State public assistance program for veterans and their dependents who qualify. Financial aid which, is reimbursed in a large part by the Commonwealth, is rendered in the form of cash grants to cover such items as living expenses and medical bills. The Veteran's Agent also offers assistance in applying for pensions and other programs administered by the United States Veterans Administration.

# Boards, Committees & Commissions

## Meeting Dates & Times

Board, Committee, Commission	Date	Room	Building	Time
APPEALS, BOARD OF	2 <sup>nd</sup> Wednesday	9	Town Hall	7:00 p.m.
ARTS, COUNCIL FOR THE	1 <sup>st</sup> Wednesday		Arts Center	7:00 p.m.
ASSESSORS, BOARD OF	2 <sup>nd</sup> Thursday	2	Town Hall	9:00 a.m.
CARTER LECTURE FUND	As Needed			
CEMETERY COMMISSIONERS	As Needed			
COMMUNITY DEVELOPMENT	4 <sup>th</sup> Monday	9	Town Hall	9:30 a.m.
CONSERVATION COMMISSION	1 <sup>st</sup> & 3 <sup>rd</sup> Wednesday	9	Town Hall	7:00 p.m.
DISABILITIES, WILMINGTON COMM.	As Needed			
ELDERLY SERVICES COMMISSION	3 <sup>rd</sup> Thursday		Sr. Center	1:30 p.m.
FINANCE COMMITTEE	2 <sup>nd</sup> Tuesday	9	Town Hall	7:00 p.m.
HEALTH, BOARD OF	1 <sup>st</sup> & 3 <sup>rd</sup> Tuesday	9	Town Hall	5:30 p.m.
HISTORICAL COMMISSION	2 <sup>nd</sup> Monday		Harnden Tavern	7:30 p.m.
HOUSING AUTHORITY	1 <sup>st</sup> Thursday		Deming Way	10:00 a.m.
HOUSING PARTNERSHIP	As Needed		Town Hall	
LIBRARY TRUSTEES	3 <sup>rd</sup> Tuesday		Library	7:00 p.m.
OPEN SPACE AND RECREATION	As Needed		Town Hall	
PERMANENT BUILDING COMM.	As Needed		Town Hall	7:00 p.m.
PLANNING BOARD	1 <sup>st</sup> & 3 <sup>rd</sup> Tuesday	9	Town Hall	7:30 p.m.
RECREATION COMMISSION	1 <sup>st</sup> Thursday	8	Town Hall	5:00 p.m.
REG. VOC./TECH. SCHOOL COMM.	Monthly		Shaw. Tech.	7:30 p.m.
REGISTRARS, BOARD OF	1 <sup>st</sup> Monday	12	Town Hall	12:00p.m.
SCHOOL COMMITTEE	2 <sup>nd</sup> & 4 <sup>th</sup> Wednesday	LIB	High School	7:00 p.m.
SELECTMEN, BOARD OF	2 <sup>nd</sup> & 4 <sup>th</sup> Monday	9	Town Hall	7:00 p.m.
WATER & SEWER COMMISSION	3 <sup>rd</sup> Thursday	9	Town Hall	5:00 p.m.

# Accepted Streets

STREET	LOCATION	LENGTH	DATE(S) ACCEPTED	
Acorn Drive	from Oakridge Circle thru cul-de-sac	385	1998	
Adams Street	from Middlesex Avenue to Parker Street	2,915	1908	
Adelaide Street	from Church Street to Middlesex Avenue	666	1976	
Agostino Drive	from Gandalf Way	999	1979	
Agostino Drive	from Agostino Drive to end of cul-de-sac	580	1996	
Aldrich Road	from Shawsheen Avenue to Billerica Line	6,740	1894	
Allgrove Lane	from Woburn Street	470	1993	
Allgrove Lane	from Allgrove Lane to dead-end	430	1996	
Allenhurst Way	from Woburn Street	1,161	1994	
Allen Park Drive	from Fairmont Avenue to Fairmont Avenue	2,319	1971	1984
Amherst Road	from Shawsheen Ave. to end of cul-de-sac	1,500	1996	
Andover Street	from Salem Street	180	1894	
Andover Street	from Andover Line to beyond Woburn Street	11,300	1894	1970
Andrew Street	from Aldrich Road to beyond Houghton Road	435	1985	
Anthony Avenue	from Salem Street to Catherine Avenue	300	1966	
Apache Way	from Aldrich Road thru cul-de-sac	1,675	1998	
Apollo Drive	from Charlotte Road to Draper Drive	300	1971	
Appletree Lane	from Chestnut Street to Towpath Drive	994	1990	
Arlene Avenue	from Salem Street to Ella Avenue	3,754	1966	1978
Ashwood Avenue	from Andover Street thru cul-de-sac	2,800	1998	
Aspen Drive	from Russell Road thru cul-de-sac	320	1999	
Auburn Avenue	from Shawsheen Avenue	755	1945	
Avon Street	from Avery Street thru cul-de-sac	320	1999	
Ayotte Street	from Westdale Avenue to Crest Avenue	240	1947	
Bailey Road	from Apache Way northeasterly to Bailey Rd.	165	1998	
Bailey Road	from Aldrich Rd. southeasterly to Bailey Rd.	538	1999	
Baker Street	from Brand Avenue to beyond Phillips Ave.	684	1945	
Baker Street	from Existing Baker Street	135	2001	
Baland Road	from Ballardvale Street	540	1972	
Ballardvale St.	from Salem Street to Route 125	965	1894	
Ballardvale St.	from Route 125 to Andover Line	12,000	1894	1985
Bancroft Street	from Liberty Street	400	1952	
Barbara Avenue	from Anthony Avenue to Dorothy Avenue	850	1966	
Beacon Street	from Church Street to Belmont Avenue	970	1915	
Beech Street	from Burlington Avenue to Byron Street	1,005	1947	
Beeching Avenue	from Cunningham Street to Faulkner Avenue	440	1959	
Belmont Avenue	from Columbia Street to State Street	980	1933	
Benson Road	from Radcliff Road to Tewksbury Line	616	1971	
Biggar Avenue	from Salem Street to Ring Avenue	1,282	1975	
Birch Road	from Birch Rd. easterly thru cul-de-sac	345	1999	
Birchwood Road	from Shady Lane Drive	1,197	1952	
Birchwood Road	from Judith Road	400	1953	
Blanchard Road	from Kendall Road	625	1989	
Blueberry Lane	from Ashwood Avenue thru cul-de-sac	1,600	1998	
Boutwell Street	from Burlington Avenue to Aldrich Road	4,144	1894	1960 1971
Brand Avenue	from Bridge Lane	510	1933	1943
Brand Avenue	from Baker Street to beyond Wisser Street	950	1933	1943
Brattle Street	from Massachusetts Avenue to Garden Ave.	1,066	1945	
Brentwood Avenue	from Woburn Street to Woodside Avenue	1,017	1938	
Bridge Lane	from Shawsheen Avenue	455	1894	
Bridge Lane	from Main Street to beyond Brand Avenue	754	1894	

STREET	LOCATION	LENGTH	DATE(S) ACCEPTED	
Broad Street	from King Street	1,377	1954	
Burlington Avenue	from Main Street to Burlington Line	8,588	1894	
Burnap Street	from Grove Avenue	1,145	1953	
Burnap Street	from Winchell Road	484	1945	
Burt Road	from Cedar Street to beyond Water Street	1,653	1945	1946
Butters Row	from Main Street to Chestnut Street	3,577	1894	
Buzzell Drive	from Draper Drive to Evans Drive	600	1971	
Canal Street	from Shawsheen Avenue to Burt Road	1,505	1939	1955
Carolyn Road	from North Street to Marcia Road	1,268	1960	1971
Carson Avenue	from Marie Drive to beyond Hathaway Road	1,017	1961	
Carter Lane	from Shawsheen Ave to beyond Norfolk Ave.	1,411	1957	
Castle Drive	from Burlington Ave left to Burlington Ave	1,325	1997	
Catherine Avenue	from Anthony Avenue to Arlene Avenue	1,000	1966	
Cedar Street	from Burt Road to Harris Street	687	1945	
Cedar Crest Road	from Pinewood Road to Judith Road	1,100	1963	
Central Street	from Church Street to Middlesex Avenue	552	1950	
Chandler Road	from Adams Street to Kelley Road	400	1957	
Chapman Avenue	from Hathaway Road to Sheridan Road	1,575	1951	1971
Charlotte Road	from Gunderson Rd. to beyond Apollo Dr.	859	1971	
Chase Road	from Hathaway Road	297	1953	
Cherokee Lane	from Woburn St easterly thru cul-de-sac	812	1999	
Chestnut Street	from Burlington Avenue to Woburn Line	11,480	1894	
Chisholm Way	from Mink Run to end of cul-de-sac	427	2008	
Church Street	from Main Street to Middlesex Avenue	4,285	1894	
Clark Street	from Main Street to Church Street	2,470	1894	1969
Clorinda Road	from Agostino Drive	887	1979	
Colonial Drive	from Middlesex Avenue thru cul-de-sac	375	1997	
Cochrane Road	from Forest Street to Wabash Road	800	1947	
Columbia Street	from Church St. to beyond Belmont Avenue	1,150	1908	1933
Concord Street	from Federal Street to North Reading Line	5,803	1894	
Congress Street	from Forest Street to Burlington Line	977	1939	
Cook Avenue	from Main Street	813	1946	
Coolidge Road	from Hathaway Road	270	1951	
Corey Avenue	from Canal Street to Grand Street	366	1951	
Cornell Place	from Fordham Road	747	1982	
Cottage Street	from Main Street	927	1954	
Cottonwood Circle	from Blueberry Lane thru cul-de-sac	280	1998	
Crest Avenue	from Ayotte Street	558	1947	
Cross Street	from Main Street to Lowell Street	697	1894	
Crystal Road	from Woburn Street to end of cul-de-sac	895	1996	
Cunningham St.	from Salem Street to Beeching Avenue	2,447	1944	1952 1953
Cushing Drive	from Shawsheen Avenue	990	1993	
Cypress Street	from Glen Road	260	1951	
Dadant Drive	from North Street to North Street	1,760	1964	
Davis Road	from Main Street	500	1952	
Dayton Road	from Hathaway Road	170	1951	
Dell Drive	from Burlington Avenue	1,794	1958	1971
Dexter Street	from Main Street	480	1979	
Dobson Street	from Glen Road to beyond Garden Avenue	1,402	1954	
Dogwood Lane	from Blueberry Lane to Ashwood Avenue	550	1997	
Dorchester Street	from Billerica Line	1,214	1951	
Dorothy Avenue	from Arlene Avenue to Barbara Avenue	1,490	1960	
Douglas Avenue	from Palmer Way	1,017	1989	
Draper Drive	from Gunderson Road to Evans Drive	1,560	1959	1971

STREET	LOCATION	LENGTH	DATE(S) ACCEPTED
Drury Lane	from Glen Road to School Street	633	1963
Dublin Avenue	from Main Street	500	1951
Dunton Road	from Nassau Avenue	649	1956
Eames Street	from Main Street to Woburn Street	3,200	1894
Earles Row	from Route 62	820	1994
Edward Road	from Forest Street to beyond Baldwin Rd.	450	1947
Elizabeth Drive	from Butters Row thru cul-de-sac	1,348	1999
Ella Avenue	from Arlene Avenue to Arlene Avenue	1,043	1978
Elwood Road	from Forest Street	642	1968
Emerson Street	from Faulkner Avenue to Oakwood Road	590	1951
Emerald Avenue	from Andover St. westerly thru cul-de-sac	400	2000
Englewood Drive	from Kenwood Drive	455	1971
Evans Drive	from Gunderson Road to Draper Drive	2,071	1971
Everett Avenue	from Faulkner Avenue to Cunningham Street	480	1979
Fairfield Road	from Main Street	1,299	1946
Fairmeadow Road	from Nichols Street to Nichols Street	2,328	1958
Fairmont Avenue	from Molloy Road	952	1971
Fairview Avenue	from State Street	648	1933
Faneuil Drive	from Mass. Avenue to beyond Harvard Avenue	790	1950
Faulkner Avenue	from Glen Road to Jacobs Street	1,946	1944 1953
Faulkner Avenue	from Faulkner Ave northeasterly to dead end	125	1999
Fay Street	from Glen Road to Garden Avenue	714	1938 1945
Federal Street	from Middlesex Avenue to Woburn Street	5,740	1894
Fenway Street	from Rollins Rd to end of cul-de-sac	375	2004
Ferguson Road	from Shawsheen Avenue	1,073	1967
Fernbanks Road	from Mill Road to end of cul-de-sac	550	1996
Flagstaff Road	from Nichols Street	587	1989
Fletcher Lane	from Kilmarnock Street to Morgan Road	792	1977
Floradale Avenue	from Burlington Avenue	627	1970
Flynn Way	from Federal Street to end of cul-de-sac	680	1996
Foley Farm Road	from Kilmarnock Street to end of cul-de-sac	363	2004
Fordham Road	from North Reading Line	3,714	1971
Forest Street	from Burlington Avenue to Aldrich Road	4,100	1894 1976
Fox Run Drive	from High Street	975	1989
Franklin Avenue	from Arlene Avenue to Arlene Avenue	739	1978
Frederick Drive	from Salem Street	1,070	1966
Freeport Drive	from Park Street to Lucaya Circle	2,086	1979
Gandalf Way	from Glen Road to Agostino Drive	549	1979
Gatehouse Lane	from Towpath Road	380	1994
Gearty Street	from Ring Avenue	627	1989
Glen Road	from Middlesex Avenue to Main Street	6,870	1894
Glendale Circle	from Glen Road to Lawrence Street	1,304	1952
Glenview Road	from Suncrest Avenue	365	1959
Gloria Way	from Broad Street	770	1989
Gowing Road	from Park Street to Marcus Road	941	1956
Grace Drive	from Shawsheen Ave. to beyond Melody Lane	2,514	1966
Grand Avenue	from Corey Avenue	815	1952
Grant Street	from Federal Street	780	1943
Great Neck Drive	from Woburn Street	536	1989
Grove Avenue	from Main Street to Lake Street	4,147	1910
Grove Street	from Reading Line	120	1957
Gunderson Road	from Marie Drive to beyond Evans Drive	1,506	1959 1966



STREET	LOCATION	LENGTH	DATE(S) ACCEPTED		
Hamlin Lane	from Lawrence Street	540	1962		
Hanover Street	from Atlantic Avenue	574	1988		
Hanson Road	from Woodland Road	838	1969		
Hardin Street	from Aldrich Road to Jaquith Road	428	1951		
Harnden Street	from Main Street to Glen Road	600	1895		
Harold Avenue	from Shawsheen Avenue to Reed Street	1,312	1971		
Harris Street	from Burlington Avenue to Cedar Street	806	1945		
Harvard Avenue	from Main Street to River Street	430	1951		
Hathaway Road	from Woburn Street to Evans Drive	3,270	1951	1953	1959
Hawthorne Road	from Woburn Street	230	1956		
Heather Drive	from Freeport Drive to North Reading Line	1,286	1979		
Henry L. Drive	from Woburn Street	651	1993		
High Street	from Middlesex Avenue to Woburn Street	3,585	1894		
Hillside Way	from Chestnut Street to Burlington Line	2,230	1914		
Hilltop Road	from Suncrest Avenue	364	1959		
Hobson Avenue	from Pine Avenue to beyond Wisser Street	1,560	1945	1951	1952
Hopkins Street	from Shawsheen Avenue to Billerica Line	3,051	1894	1972	1975
Houghton Road	from Kendall Street to Andrew Street	1,702	1985		
Industrial Way	from Woburn Street to West Street	4,430	1974		
Isabella Way	from West Street	385	2001		
Jaquith Road	from Shawsheen Avenue	1,398	1938	1949	1951
Jere Road	from Fairmeadow Road to Fairmeadow Road	1,248	1968		
Jewel Drive	from Eames Street	1,303	1985		
Jones Avenue	from Glen Road	717	1940		
Jonspin Road	from Andover Street	3,800	1993		
Judith Road	from Cedar Crest Road to Birchwood Road	400	1953		
Kajin Way	from Woburn Street	455	1989		
Kelley Road	from Chandler Road	923	1957		
Kendall Street	from Aldrich Road to Blanchard Road	1,420	1945		
Kenwood Avenue	from Woburn St. to beyond Englewood Dr.	1,725	1970	1971	
Kiernan Avenue	from Lowell Street to beyond Naples Road	693	1958		
Kilmarnock Street	from West Street to beyond Morgan Road	1,840	1894		
King Street	from Glen Road to Broad Street	2,400	1940	1945	
King Street Ext.	from Glen Road	487	1979		
Kirk Street	from Main Street	575	1951		
Lake Street	from Main Street to Shawsheen Avenue	3,855	1894		
Lang Street	from Bancroft Street	409	1952		
Laurel Avenue	from Parker Street to Molloy Road	659	1950		
Lawrence Court	from Lawrence Street	728	1956		
Lawrence Street	from Glen Road to Shady Lane Drive	4,013	1956		
Ledgewood Road	from Suncrest Avenue	383	1959		
Leonard Lane	from Hopkins Street to end of cul-de-sac	540	2011		
Lexington Street	from Cunningham St. to Morningside Dr.	714	1974		
Liberty Street	from Federal Street	740	1943		
Lincoln Street	from Federal Street	720	1943		
Linda Road	from High Street to beyond Pineridge Road	1,760	1950		
Lloyd Road	from Main Street	1,050	1951		
Lockwood Road	from Ballardvale Street	977	1957		
Longview Road	from Middlesex Avenue	650	1959		
Lorin Drive	from Swain Road	560	1992		
Loumac Road	from Drury Lane	510	1963		

STREET	LOCATION	LENGTH	DATE(S) ACCEPTED		
Lowell Street	from Main Street to Reading Line	10,152	1894	1978	
Lowell St. Park	from Lowell Street	580	1908	1957	1958
Lucaya Circle	from Heather Drive to Freeport Drive	2,469	1979		
Mackey Road	from Federal Street	250	1943		
Magazine Road	from Wisser Street	320	1973		
Magazine Street	from Taplin Avenue	190	1973		
Main Street	from Tewksbury Line to Woburn Line	21,387	1894		
Manning Street	from Aldrich Road to Moore Street	970	2002		
Marcia Road	from North Street to beyond Carolyn Rd.	2,806	1962	1971	
Marcus Road	from Gowing Road	2,315	1958		
Marie Drive	from Woburn St. to beyond Gunderson Road	1,525	1961	1966	
Marion Street	from Burlington Ave. to beyond Clifton St.	1,876	1945		
Marion Street	from Marion St. westerly to Marion St.	975	1995		
Marion Street	from Marion St. southeasterly to Marion St.	1,133	2000		
Marion Street	from Marion St. southerly an additional	950	2001		
Marjorie Road	from Main Street	1,392	1951		
Massachusetts Ave.	from Main Street to beyond Brattle St.	810	1945		
McDonald Road	from Salem Street	2,621	1944		
Meadow Lane	from Suncrest Avenue	364	1957		
Meadow Lane	from Meadow Lane thru cul-de-sac	115	1997		
Melody Lane	from Shawsheen Avenue to Grace Drive	245	1966		
Meadow Brook Rd.	from Factory Rd. southeasterly	204	2001		
Middlesex Avenue	from Main Street to Salem Street	12,140	1894		
Miles Street	from Main Street to Hobson Avenue	380	1945		
Mill Road Ext.	from Mill Road to end of cul-de-sac	725	2011		
Miller Road	from Glen Road	638	1945		
Molloy Road	from Lowell Street	988	2001		
Moore Street	from Shawsheen Ave to beyond Wedgewood Ave	1,528	1967		
Moore Street	from Existing Moore Street	630	2001		
Morgan Road	from Kilmarnock Street	653	1977		
Morningside Drive	from Lexington Street to Fairfield Road	693	1974		
Morse Avenue	from Woburn Street to beyond Lawn Street	1,360	1939		
Mystic Avenue	from Middlesex Avenue	1,298	1908	1988	
Nassau Avenue	from Shawsheen Avenue to Dunton Road	1,566	1946		
Nathan Road	from Senpek Road	1,057	1971		
Navajo Drive	from Chestnut Street thru cul-de-sac	585	2006		
Nelson Way	from High Street thru cul-de-sac	800	2002		
Nichols Street	from Shawsheen Avenue to Billerica Line	3,801	1894		
Nickerson Avenue	from West Street	953	1947		
Norfolk Avenue	from Carter Lane to Nassau Avenue	537	1954		
North Street	from Middlesex Avenue to Marcia Road	3,515	1945		
N. Washington Ave.	from Agostino Drive	858	1979		
Nottingham Drive	from Stonehedge Drive thru cul-de-sac	480	1997		
Nunn Road	from Kelley Road	214	1965		
Oak Street	from Salem Street	355	1951		
Oakdale Road	from Short Street to Judith Road	2,301	1950		
Oakridge Circle	from Gowing Road to Gowing Road	1,730	1958		
Oakwood Road	from Main Street to beyond Emerson Street	800	1946		
Olson Street	from Church Street	122	1957		
Oxbow Drive	from Woburn Street	1,751	1994		

STREET	LOCATION	LENGTH	DATE(S)	ACCEPTED
Palmer Way	from Middlesex Avenue	1,437	1989	
Park Street	from Woburn Street to No. Reading Line	4,180	1895	
Parker Street	from Lowell Street to Blackstone Street	2,000	1919	
Patches Pond Lane	from Chestnut Street to a dead end	1,185	1990	
Patricia Circle	from Dell Drive	595	1958	
Pershing Street	from Federal Street	720	1943	
Phillips Avenue	from Wild Avenue to beyond Baker Street	1,519	1946	1954 1981
Pilcher Drive	from the end of Gearty Street	410	1989	
Pilling Road	from Hathaway Road	954	1959	
Pine Avenue	from Main Street to Hobson Avenue	380	1945	
Pineridge Road	from North Street to Linda Road	914	1960	
Pineview Road	from Cobalt Street to Adelman Road	450	1953	
Pinewood Road	from Shady Lane Drive to Oakdale Road	1,364	1954	
Pleasant Road	from Middlesex Avenue to Linda Road	750	1962	
Powder House Cir.	from Middlesex Avenue	710	1954	
Presidential Dr.	from Boutwell Street	826	1977	
Presidential Dr.	from Presidential Drive thru cul-de-sac	768	1998	
Progress Way	from Industrial Way	630	1974	
Quail Run	from Woburn Street	500	1992	
Radcliff Road	from South Street to Benson Road	355	1971	
Railroad Avenue	from Clark Street	650	1909	
Reading Avenue	from Oakwood Road	215	1979	
Reading Avenue	from Faulkner Ave northwesterly to dead-end	160	1997	
Redwood Terrace	from Kenwood Avenue	645	1970	
Reed Street	from Shawsheen Ave. to beyond Harold Ave.	1,090	1971	
Research Drive	from Ballardvale Street	1,817	1989	
Richmond Street	from Main Street to Shawsheen Avenue	1,800	1973	
Ridge Road	from Suncrest Avenue	365	1956	
Ring Avenue	from Salem Street to Biggar Avenue	1,150	1975	
River Street	from Massachusetts Avenue to Harvard Ave.	453	1962	
Roberts Road	from Burlington Ave. to Burlington Ave.	1,861	1967	
Rollins Road	from Marion Street to Fenway Street	200	1954	
Roosevelt Road	from Boutwell Street to Swain Road	1,980	1946	
Route 62	from Middlesex Avenue to Salem Street	3,343	1958	
Royal Street	from Salem Street	1,043	1951	
Sachem Circle	from Elizabeth Drive thru cul-de-sac	520	2005	
Salem Street	from Tewksbury Line to beyond Ballardvale Street	8,895	1894	
Salem Street	from No. Reading Line to beyond Woburn St.	6,475	1894	
Sarafina's Way	from Hopkins St. thru cul-de-sac	450	1995	
Scaltrito Drive	from Salem Street	785	1974	
School Street	from Middlesex Ave. to beyond Drury Lane	1,139	1915	1963
Seneca Lane	from Tacoma Drive to Tacoma Drive	1,065	2002	
Seneca Lane	from Tacoma Drive to end of cul-de-sac	530	2004	
Senpek Road	from Wildwood Street to Nathan Road	280	1971	
Sequoia Drive	from Cherokee Lane to end of cul-de-sac	1,152	2008	
Serenoa Lane	from Woburn St. westerly thru cul-de-sac	600	1999	
Sewell Road	from Hathaway Road	300	1955	
Shady Lane Drive	from Middlesex Ave. to Lawrence Street	2,904	1950	1958
Shawsheen Avenue	from beyond Richmond St. to Billerica Ln.	11,845	1894	
Sherburn Place	from Shawsheen Avenue	723	1975	
Sheridan Road	from Woburn Street to Hathaway Road	1,021	1951	1971
Sherwood Road	from Forest Street to Cochrane Road	445	1971	
Silver Lake Ave.	from Lake Street to Dexter Street	455	1954	

STREET	LOCATION	LENGTH	DATE(S)	ACCEPTED
Somerset Place	from Mystic Avenue easterly thru cul-de-sac	878	2000	
Sparhawk Drive	from Park Street to Heather Drive	361	1979	
Sprucewood Road	from Shady Lane Drive	690	1952	
State Street	from Belmont Avenue to Fairview Avenue	315	1933	
Stonehedge Drive	from Castle Dr. northerly thru cul-de-sac	1,400	1997	
Strout Avenue	from Lowell Street	908	1955	
Suncrest Avenue	from West Street to Ledgewood Road	1,246	1954	
Swain Road	from Burlington Avenue to Forest Street	2,290	1922	1929
Taft Road	from Boutwell Street to Swain Road	1,986	1938	
Taplin Avenue	from Wisser Street	461	1946	
Taplin Avenue	from Baker Street	900	1946	
Temple Street	from Church Street	214	1911	
Thrush Road	from Salem Street to Marie Drive	400	1961	
Thurston Avenue	from Church Street to beyond Kidder Place	623	1907	
Tomahawk Drive	from Aldrich Road	575	1989	
Towpath Drive	from Towpath Drive to a dead end	463	1990	
Towpath Drive	from Chestnut Street to Towpath Drive	914	1990	
Towpath Drive	from Towpath Drive	870	1993	
Towpath Drive	from Towpath Drive to Butters Row	886	1996	
Tracy Circle	from Woburn Street	675	1992	
Truman Road	from Hathaway Road	300	1953	
Unnamed Street	from Salem Street to Andover Street	470	1958	
Upton Court	from Andover Street	500	1894	
Valyn Lane	from Salem Street	608	1989	
Veranda Avenue	from Main Street	847	1916	
Virginia Road	from No. Reading Line to No. Reading Line	1,105	1954	
Wakefield Avenue	from Buckingham St. easterly to dead end	355	1999	
Walker Street	from Main Street	423	1958	
Warren Road	from Wightman Road to Tewksbury Line	97	1954	
Washington Avenue	from Clark Street to Stone Street	1,650	1920	
Webber Street	from Burlington Avenue	677	1969	
Wedgewood Avenue	from Moore Street	476	1967	
Wedgewood Avenue	from Wedgewood Ave. southeast thru cul-de-sac	75	1997	
West Street	from Woburn Street to Reading Line	8,372	1894	1978
Westdale Avenue	from West Street	1,211	1942	
Wicks Circle	from Everett Avenue	533	1971	
Wightman Road	from Warren Road to Tewksbury Line	239	1954	
Wild Avenue	from Grove Avenue	1,050	1910	
Wildwood Street	from Middlesex Avenue to Woburn Street	5,290	1894	
Williams Avenue	from Main Street	706	1940	
Wilson Street	from Federal Street	760	1943	
Wilton Drive	from Shawsheen Avenue	1,151	1966	
Winchell Road	from Grove Avenue to Burnap Street	193	1945	
Wing Road	from Woburn Street	746	1958	
Wisser Street	from Main Street to Brand Avenue	1,146	1950	
Woburn Street	from Andover Street to Woburn Line	23,122	1894	1978
Woodland Road	from Lowell Street	1,174	1969	

