

TOWN OF DOUGLAS

ANNUAL REPORTS
OF THE
TOWN OFFICIALS
FISCAL YEAR 2012

Compiled and Formatted by: ***Suzanne L. Kane***



Cover Photo by: *Suzanne Kane*
Hunt's Pond in the Fall

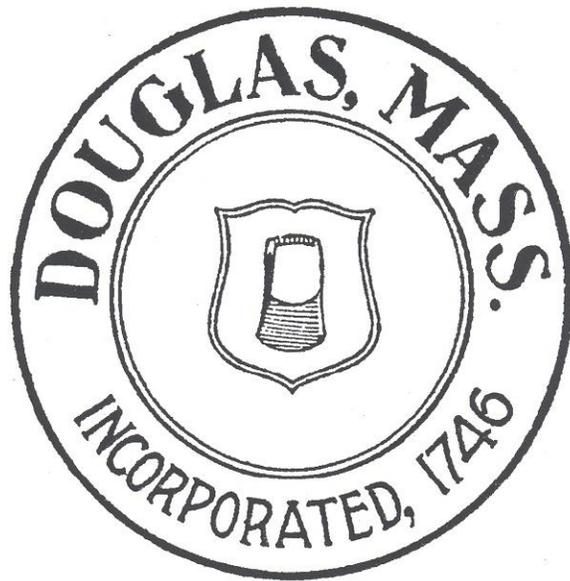


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TOWN OF DOUGLAS



ANNUAL REPORT



2012

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GENERAL INFORMATION



In Memoriam



Our Appreciation and Sympathy is extended to the families
of those who served our community.

Albertus E. Alexander, Jr.

1944 ~ 2012

Vietnam Veteran



Ronald B. Anderson

1932 ~ 2012

Korean War Veteran

Retired School Custodian

1977 ~ 1995



Richard A. Boucher

1946 ~ 2012

Vietnam Veteran



Frederic H. Brown

1936 ~ 2012

Korean War Veteran



Dennis P. Croteau

1958 ~ 2012

Water / Sewer Systems Manager

2003 ~ 2009

Water / Sewer Department

2000 ~ 2002



Anthony L. DeChristopher

1920 ~ 2012

WWII Veteran



Donald W. DeGroat

1942 ~ 2012

Vietnam Veteran



In Memoriam

(continued from previous page)

Ralph E. "Ned" Dudley III

1948 ~ 2011

Chief Operator Water Sewer Department

1996 ~ 2012



Paul G. Kamendulis

1945 ~ 2012

Vietnam Veteran



Paul A. Lanoue

1947 ~ 2012

Vietnam Veteran



Michael E. Nelson

1943 ~ 2012

Zoning Board of Appeals

2010 ~ 2012



Ovila E. Peloquin Jr.

1925 ~ 2012

WWII Veteran



Pasquale J. Saviano

1919 ~ 2012

WWII Veteran



Thomas G.H. Wallis

1915 ~ 2012

WWII Veteran



In Appreciation



Our appreciation goes out to our Retirees' and Volunteers' who served the Community well.

Ralph E. "Ned" Dudley III
Chief Operator Water Sewer Department
1996 ~ 2012



Jeffrey King
Highway Department
1993 ~ 2012



Michael Mongiat
High School Math Teacher
2001 ~ 2012



Ken Trajanowski
Veterans' Services Director
2004 ~ 2012



Municipal Center Hours of Operation

Monday – Thursday

8:30 am – 1:00 pm

1:30 pm – 4:00 pm



Tuesday Evening

4:00 pm – 6:00 pm



Friday: Closed

State and Federal Holidays: Closed



Administrative Office and Community Development Only – Additional Hours:

Friday

8:30 AM to NOON.

Memorial Day to Labor Day

8:30 AM to 5:00 PM - Monday through Thursday

Friday: Closed



Municipal Employees

July 1, 2011 through June 30, 2012

Accountant Office	29 Depot Street	508-476-4000	508-476-4012
Forte, Cindy	Assistant to Finance Dir.	121	
Lovett, Jeanne	Finance Director	110	
Administration Office	29 Depot Street	508-476-4000	508-476-4012
Guzinski, Michael	Town Administrator	101	
Kane, Suzanne	Administrative Assistant	100	
Assessor's Office	29 Depot Street	508-476-4000	508-476-4012
Kessler, Julie	Principal Clerk	353	
MacKay, Beth	Principal Assessor	112	
Building Department	29 Depot Street	508-476-4000	508-476-4012
Alger, Jane	Principal Clerk	351	
Reynolds, Adelle	Building Commissioner	106	
Cable Coordinator	29 Depot Street	508-476-4000	508-476-4012
Aldrich, Patrick		122	
Clerk's Office	29 Depot Street	508-476-4000	508-476-4012
Damore, Eileen	Assistant Clerk	116	
Furno, Christine	Town Clerk	355	
Community Development	29 Depot Street	508-476-4000	508-476-4012
Cundiff, William	Town Engineer	108	
Lajoie, Maria	Administrative Secretary	357	
Zisk, Stephen	Planning/Conservation Agent	105	
Facility Maintenance	29 Depot Street	508-612-6738	508-476-4012
Colonero, Rick	Muni. Facilities Maintenance Mgr		
Fire Department	64 Main Street	508-476-2267	508-476-3912
Bloem, Danielle	EMT-B		
Brennan, Kim	EMT-B		
Brundage, Lucas – Resigned 1/06/12	Call FF		
Bush, Shawn	Call FF		
Campo, Peter	Capt. EMT I, Call FF		
Carey, Tim – Military Leave	FF - On Call		
Cooper, Christine	EMT-P		

Fire Department – Cont.	64 Main Street	508-476-2267	508-476-3912
Curtis, Matthew – Resigned 1/06/12	EMT - B, Call FF		
Farrington, Joseph	Fulltime FF/EMT-P		
Freeman, Lisa	Clerk, EMT – B, Call FF		
Furno, Adam	Lt., EMT-B, Call FF		
Furno, John	Deputy Chief./EMT-B, Call FF		
Furno, Patricia – Resigned 12/4/12	Call EMT-B		
Garland, Scott – Resigned 4/03/12	EMT-B, Call FF		
Gazzano, Kelly	EMT-P, Call FF		
Gonynor, Michael	Call EMT-P		
Griffin, Thomas – Resigned 7/01/11	Call FF		
Johnson, Nadine	Call EMT-P		
Jordan, Kevin	Aux FF		
Kaufman, James	Fulltime FF/EMT - P		
Kollett, Robert	Aux FF		
Labrecque, Pauline	Lt. / EMT-P; FF - Full-time		
Libby, Gerard – Resigned 4/20/12	Call FF		
Manning, Kelly	Lt. , EMT – P, Call FF		
Manning, Patrick	EMT-B, Part-time; Call FF		
Marks, Ernest Jr.	Call FF		
McCallum, Justin	Fulltime FF, EMT-P		
Morin, Keith – Resigned 12/7/12	Aux FF		
Moseley, David	Call FF		
Parkinson, Jeremy	EMT - P		
Pratt, Jeremiah	Call FF		
Prefontaine, Jess	EMT - P		
Rivard, Aaron	Call FF		
Rosenkrantz, Joel – Resigned 6/1/12	EMT-I, Call FF		
Sochia, Ted	Capt./Call FF		
Vinson, Jack	Aux FF		
Vinson, Kent	Chief/EMT - P		
Viveiros, Dan	EMT-P, Call FF		
Wall, Douglas	Call FF		
White, Bill Jr.	EMT-P, Call FF		
White, Bill Sr.	EMT-P		

Health, Board of - Office	29 Depot Street	508-476-4000	508-476-4012
Bacon, Marleen	Administrative Supervisor	352	
Krauss, Grazina RN	Nurse	111	

Highway Department	56 Main Street	508-476-3378	508-476-2721
Begin, Raymond			
Brule, Philip			
Furno, Adam			
Furno, David			
Furno, John	Superintendent		
Griffin, Thomas			

Highway Department – Cont.	56 Main Street	508-476-3378	508-476-2721
King, Jeffrey – Retired 7/01/12			
Marks, Ernest Jr.			
Mello, Marybeth	Clerk		
Library, Simon Fairfield Public	290 Main Street	508-476-2695	508-476-2695
Bowen, Gail	Library Assistant		
Carlsson, Ann	Director		
Malo, Kathryn	Library Assistant		
Moore, Danielle	Library Page		
Soderman, Debbie	Children's Librarian		
Soderman, Tina	Library Page		
Tetreau, Josh	Circulation Librarian		
MIS - Town		508-476-4125	
Ducharme, John			
Police - Fire Dispatchers	29 Depot Street	508-476-3333	508-476-3210
Boudreau, Elizabeth – Started 6/2/12	Part Time		
Brennan, Komerly	Full Time		
Brule, Patricia	Full Time		
Dunleavy, Daniel Jr.	Full Time		
Foynes, Elais	Part Time		
Lange, Brendon	Full Time		
Lefebvre, Joseph	Part Time		
Schultzberg, Jacob	Full Time		
White, Susan	Full Time		
Police Department	29 Depot Street	508-476-3333	508-476-3210
Bloniasz, Jacob	Officer		
Brimmer, Jacquelyn	Officer		
Brown, David	Detective Sergeant		
Brule, Patricia	Administrative Secretary		
DeGenova, George	Officer		
Dunleavy, Mark	Officer		
Foley, Patrick	Chief		
Fulone, Brett	Patrol Sergeant		
Gilbert, Gregory	Patrol Sergeant		
Gould, Travis	Officer		
Kaminski, Mark	Officer		
McLaughlin, Aaron	Officer		
Miglionico, Nick	Lieutenant		
Stratton, Keith	Officer		
Tetreau, Ronald – Resigned 6/30/12	Officer		
Yannino, Anthony	Officer		

Police, Part-Time / Reserve Officers	29 Depot Street	508-476-3333	508-476-3210
Forget, Norman	Part-time Patrolman		
Schultzberg, Jacob	Part time Officer		
School - Business Office	21 Davis Street	508-476-4037	508-476-4423
Cardone, Regina	Assistant Business Manager		
Iacobucci, Dean – Resigned 7/20/12	Business Manager		
Stand, Ellen	Secretary		
School - Early Learning and Pre-School	29 Depot Street	508-476-4035	508-476-4032
Cyr, Lori	Secretary		
Korumanelis-Urquhart, Nealy – Started 11/11	Special Education Coordinator		
Wilson, Shellie – Resigned 11/11	Dir. Of Student Services		
School - Elementary	17 Gleason Court	508-476-2154	508-476-4041
Campbell, John	Principal		
Gilrein, Katie	Nurse		
Heldenbergh, Gladys – Retired 6/11	Secretarial Clerk		
Purvis, Tracey	Guidance		
St. Pierre, Laura	Principal Secretary		
School - High School	33 Davis Street	508-476-4100	508-476-7310
Bates, Nancy	Assist. Principal		
Brosnahan, Kathy	Guidance Secretary		
Carpenter, Jill	Guidance Counselor		
Doyon, Robert	Co-Athletic Director		
Etzweiler, Vickey – Resigned 11/11	Principal's Secretary		
Fitzpatrick, Caroline	Co-Athletic Director		
Hurley, Jessica	Adjustment Counselor		
Landry, Marsha – Resigned 11/11	Secretarial Clerk		
Maines, Kevin	Principal		
McDermott, Elaine – Started 12/11	Secretarial Clerk		
Sousa, Donna	Technology Director		
Stark, Genie	Guidance Director		
Tibetts, Lauren – Started 7/11	Principal's Secretary		
Valliere, Patricia	Nurse		
School - Intermediate Elementary	21 Davis Street	508-476-3332	508-476-1604
Bachelor, Beverly	Principal		
Campbell, Kathleen	Health Services Director		
Godbout, Robert	Dean of Students		
Nichols, Susan	Librarian		
Osterman, Cheryl	Principal Secretary		
Sousa, Donna	Technology Director		
Sousa, Elizabeth – Started 8/11	Secretarial Clerk		

School - Superintendents Office	21 Davis Street	508-476-7901	508-476-3719
Bachelor, Beverly	Director of Curriculum & Instruction		
Jackman, Jane	Administrative Assistant		
Lane, Nancy	Superintendent		
Senior Center	331 Main Street	508-476-2283	508-476-1681
Graveson, Alyssa	Director		
Hansen, Sandy	Senior Center Clerk		
Rousseau, Patrice	Senior Outreach Coordinator		
State Ethics Commission Muni. Liaison	29 Depot Street		
Furno, Christine			
Transfer Station	9 Ridell Street	508-476-3742	
Griffin, Arthur Jr.			
Hebert, Raymond			
Macleod, Stephen			
St. Germain, Donald			
Treasurer's/Collector's Office	29 Depot Street	508-476-4000	508-476-4012
Carter, Pamela	Assistant Tax Collector	354	
Damore, Eileen	Administrative Assistant	356	
Danforth, Lois	Assistant to the Treasurer	356	
Vaidya, Cheryl	Treasurer/Collector	119	
Water / Sewer Department	29 Charles Street	508-476-2400	
Bloniasz, Lee	Administrative Secretary		
Decoteau, Raymond	Assistant Operator, W/S		
Dejong, David	Primary Operator, Water		
Dudley, Ralph III – Retired 03/30/12	Chief Operator, Sewer		
Sullivan, Robert	W/S Systems Manager		
Wilson, Robert	W/S Laborer		

**Town Officials
Boards/Committees**



July 1, 2011 through June 30, 2012

Animal Control Officer		
Gareri, Joyce	Dog Officer	
Animal Inspector		Appointed by State (1 yr.)
Sullivan, Kevin		2013
Assessors, Board of		Elected (3 yrs.)
Blatchford, John Jr.	Chairman	2015
Meizen, Scott		2013
Sughrue, James		2014
Blackstone Valley Voc. School Dist. Com.		Elected (4 yrs.)
Lavin, John III		2014
Bridge Viewer		Appointed by TA (1 yr.)
Furno, John	Highway Superintendent	2013
Building & Facility Construction Committee		Appointed (3 yrs.)
Brown, Linda	BOS Appointment	2014
Cundiff, William	Town Engineer – Ex-Officio	
Gouin, Ed	Moderator's Appt.	2014
Holland, Sean	Chair - BOS Appointment	2015
Howe, Virginia	BOS Appointment	2013
McConnell, William – Res. 8/3/11	Chair – BOS Appointment	
Mosczyński, Shirley	Vice Chair - School Appointment	2013
Sargent, Matt	Moderator's Appointment	2013
Opening	Moderator's Appointment	2012
Building Department - Inspectors		Appointed by TA (1 yr.)
Harper, Peter	Plumbing/Gas Alternate	2013
Hickey, Wayne	Electrical Alternate	2013
Josey, Robert	Plumbing/Gas Inspector	2013
Wallis, Richard	Electrical Inspector	2013
Cable Advisory Committee		Appointed (3 yrs.)
Cohen, Mitchell	Chair	2015
Devlin, Thomas – Appointed 6/5/12		2014
Fontaine, Wilfred – Resigned 5/21/12		2014
Malo, Kellie – Resigned 8/9/11		
Menn, Christopher		2013

Cable Advisory Committee		Appointed (3 yrs.)
Werme, Robert Jr.	Vice Chair	2014
Open		2013
Capital Improvement Committee		Appointed (3 yrs.; Dept. Reps' 1 yr.)
Brouillette, Paula		2013
Chesebrough, Ellie	Dept. Rep.	2013
Dunleavy, Mark	Vice Chair - Dpt. Rep.	2013
Gonynor, Donald – Resigned 6/26/12	Chair	2014
Lane, Nancy	Dept. Rep.	2013
Mosczynski, Shirley		2013
Vinson, Kent	Dept. Rep.	2013
1 Opening - At large		2013
1 Opening - Dept. Rep.		2012
Cemetery Commission		Elected (3 yrs.)
Cooney, Shirley	Chair	2013
Heinz, Debra	Secretary	2014
Swenson, Gail – Did not run	Treasurer/Secretary	2012
O'Brien Petraglia, Virginia	Treasurer	2015
Central MA Regional Planning Rep.		Appointed (1 yr.)
Bonin, Timothy	BOS Alternate	2013
LaPorte, Jeffrey	BOS Delegate	2013
Sharkey, Tracy	Planning Board Rep.	2013
Conservation Commission		Appointed (3 yrs.)
Brown, Linda		2015
Donley, Kelley – Resigned 9/30/11		2014
Gallant, David – Appointed 2/21/12		2014
Greco, Michael – Appointed 6/19/12		2015
Lajoie, Maria	Recording Secretary	
Pruitte, Jack – Appointed 6/19/12		2013
Sharkey, Tracy		2014
Van Roo, Brandi		2015
Windoloski, David		2013
Yacino, Michael	Chair	2012
Constables		Elected (3 yrs.)
Blain, Debra		2013
Field, Carol		2013
Council On Aging		Appointed (1 yr.)
Allen, Martha		2013
Blake, Patrick	Secretary	2013
Boucher, Karen		2013

Council On Aging		Appointed (1 yr.)
Edwards, Rita		2013
Hoffer, Jennifer		2013
Morini, Lori	Chair	2013
Ouillette, Janet		2013
Rousseau, Levita		2013
Wall, Thomas		2013
Wall, Loretta		2013
Cultural Council		Appointed (3 yrs.)
Devlin, Thomas – Apt 11/15/11		2013
Downs, Shirley		2012
Hackett, Anne	Chair	2014
Leuci, Susan		2012
Reber, Ellen		2015
Disability, National Organization on		Appointed by TA (1 yr.)
Reynolds, Adelle	ADA Compliance Officer	2013
Economic Development Commission		Appointed (3 yrs.)
Branagan, David		2015
Davis, Harold	Chair	2014
Gogolinski, Carol	Secretary	2013
Peterson, Paul Jr.	Vice Chair	2013
Van Reed, Cliff		2015
Elderbus Board of Directors		Appointed (1 yr.)
Graveson, Alyssa	Alternate	2013
Rousseau, Patrice	Representative	2013
Emergency Management		Appointed (3 yrs.)
Marks, Ernest Jr.	Director	2015
Employees' Insurance Advisory Committee		Appointed (1 yr.)
Bloniasz, Jacob	Police Officers Collective Bargaining Unit	
Brosnahan, Kathy	Non-Union School Employees	
Butler, Robin	Cafeteria Collective Bargaining Unit	
Gaskell, Lynn	Teachers Association	
Labrecque, Pauline	Firefighters Collective Bargaining Unit	
Lanpher, Jane	Retiree	
MacKay, Beth	Non-Union Municipal Employees	
Manning, David	Custodial Collective Bargaining Unit	
Fence Viewer		Appointed (3 yrs.)
Smith, Joel		2015
Yacino, Michael		2015

Finance Committee		Appointed (3 yrs.)
Bari, Todd	Chair	2015
Gogolinski, Carol		2013
Hackett, Scott		2014
Holmes, Pamela		2012
Hutnak, Michael	Vice Chair	2015
Hyland, David		2013
Kocur, Jerome		2014
Murphy, Kathleen		2014
Roche, James – Resigned 11/17/11		
Wright, Mary	Recording Secretary	
Opening		2013

Health, Board of		Appointed (3 yrs.)
Donatelli, Steven		2013
Lapham, Justin	Chair	2015
McCallum, David	Vice Chair	2015
Smith, Phil		2014
Yacino, Joseph		2013

Health, Board of - Agent	
Yacino, Joseph	

Health, Board of - Engineer	
Malley, James Jr.	

Historical Commission		Appointed (3 yrs.)
Aldrich, Sean	Vice Chair	2014
Fontaine, Dawn	Secretary	2015
Kmetz, David	Vice Chair	2013
Menn, Christopher		2013
Youngsma, Betsy – Res. 11/28/11	Chair	2012

Housing Authority		Elected (5yrs.)
Dunleavy, Debra	Chair	2013
Fitzpatrick, Joseph – Did not run		2012
Potter, John		2015
Ballou, Kenneth	Treasurer (State Apt.)	2008

Library Trustees		Elected (3 yrs.)
Grimes-Smith, Barbara		2014
Marrow, Danielle – Elected May 2012		2013
Tetreault, Merritt	Vice Chairman	2015

Library Trustees - Life Members		Appointed by Trustees
Biagioni, Joseph II	Chairman	
Chesebrough, Ellie	Secretary	
Holden, Betty		
Lachapelle, Ramona	Treasurer	
Van Reed, Barbara		
Measurer of Lumber		Appointed by TA (3 yrs.)
Demars, Robert – Did not seek re-appointment		2012
Plamondon, David		2014
Smith, Joel		2013
Moderator		Elected (3 yrs.)
Menard, Keith		2015
Moses Wallis Devise		Elected (1 yr.)
Therrien, BettyAnn		2013
Octoberfest Committee		Appointed (3 yrs.)
Branagan, David	Volunteer / Logistics	2014
Menard, John	Entertainment	2015
Menard, Keith	Entertainment	2013
St. Pierre, Mary	Secretary / Vendors	2015
St. Pierre, Tony	Chair / Rides / Games	2015
Open Space Committee		Appointed (3 yrs.)
Anderson, Katherine		2013
Fontaine, Wilfred	Alternate	2015
Mosczynski, Lisa	Secretary	2014
Perkins, Sue	Chair	2014
Youngsma, Katiegrace	Vice Chair	2012
Personnel Board		Appointed (3 yrs.)
Chesebrough, Ellie	Chair - FinCom Appointment	2011
Heinz, Debra	Vice Chair - FinCom Appointment	2013
McCallum, BettyAnn	Secretary - BOS Appointment	2015
Stevens, Kristen	BOS Appointment	2013
Yacino, Michael – Appointed 2/6/12	Clerk's Appointment	2013
Planning Board		Elected (5 yrs.)
Brown, Derek		2014
Chesebrough, Ebenezer	Vice Chair	2017
Gallant, Maureen	Associate	2014
Greco, Michael	Associate	2013
Marks, Ernest Jr.	Chair	2016
Mungeam, Mark		2013
Sharkey, Tracy		2015

Planning Board – Cont.		Elected (5 yrs.)
Werme, Robert Jr.		2017
Zwicker, Michael		2015
Wright, Mary	Recording Secretary	
Recreation Commission		Elected (3 yrs.)
Cicero, Joseph		2014
Furno, John	Vice Chair	2013
Furno, Christine	Treasurer	2014
Hasemann, David	Secretary	2015
Saster, Robert	Chair	2013
Registrars, Board of		Appointed (3 yrs.)
Furno, Christine		2015
Kelly, Elaine		2015
Resan, Anne		2013
Sughrue, Mary Lou		2013
School Building Committee		Appointed (term of project)
Bachelder, Beverly	Intermediate Elementary School Principal	
Breault, Leslie	Secretary / School Committee Member	
Brouillette, Paula	Vice Chair / BOS Member	
Campbell, John	Elementary School Principal	
Cohen, Mitchell	Chair / BOS Member	
Cundiff, William	Town Engineer	
Gouin, Melissa	Voting Member	
Guzinski, Michael	Executive Administrator	
Iacobucci, Dean – Resigned 7/20/12	Building Maintenance	
Lane, Nancy	Superintendent of Schools	
Mosczynski, Shirley	Voting Member	
Yacino, Scott	Voting Member	
School Committee		Elected (3 yrs.)
Breault, Leslie – did not run	Secretary	2012
Downs, Shirley – did not run	Vice Chair	2012
Kosnoski, Gregory – Res. 6/13/12		2013
Muscatell, Gina- Elected May 2012		2015
Snay, John – Elected May 2012		2015
Villemaire, Lori		2013
Yacino, Scott	Chair	2014
Selectmen, Board of		Elected (3 yrs.)
Bonin, Timothy	Vice Chair	2013
Brown, Keith – Elected May 2012		2015
Cohen, Mitchell – did not run		2012
Davis, Harold		2014
Hughes, Michael	Chair	2015

Selectmen, Board of – Cont.		Elected (3 yrs.)
LaPorte, Jeffrey		2013
Skate Park Building Committee		Appointed (term of project)
Cheney, Christine		
Gagnon, Suzanne	Co-Chair	
Gosselin, Jennifer		
Millward, Jessica	Alternate	
Mort, Pamela		
	Co-Chair	
State Ethics Commission Municipal Liaison		Indefinite
Furno, Christine		
Tree / Moth Superintendent		Appointed (3 yrs.)
Mosczyński, Leon		2013
Veterans Agent		Appointed by TA(1 yr.)
Trajanowski, Ken – Res. 02/28/12	Director	2012
Water / Sewer Commission		Elected (3 yrs.)
Bloniasz, Keith	Secretary	2015
Haire, Colin	Vice Chair	2014
Josey, Robert	Chair	2013
Weigher, Measurer & Surveyor of Commodities		Appointed by TA (1 yr.)
Pacheco, Christine		2013
Pyne, Marlen		2013
Pyne, James		2013
Talvy, Tammie		2013
Worcester Regional Transit Authority Advisory Brd.		Appointed (1 yr.)
Graveson, Alyssa	Town Representative	2013
Rousseau, Patrice	Alternate	2013
Zoning Board of Appeals		Appointed (3 yrs.)
Bombara, John – Apt. 6/19/12	Alternate	2013
Demers, Leonard – Apt. 3/15/11	Alternate	2014
Heney, Daniel	Chair	2014
Holland, Sean	Vice Chair	2013
Holmes, Pamela		2015
Nelson, Michael		2013



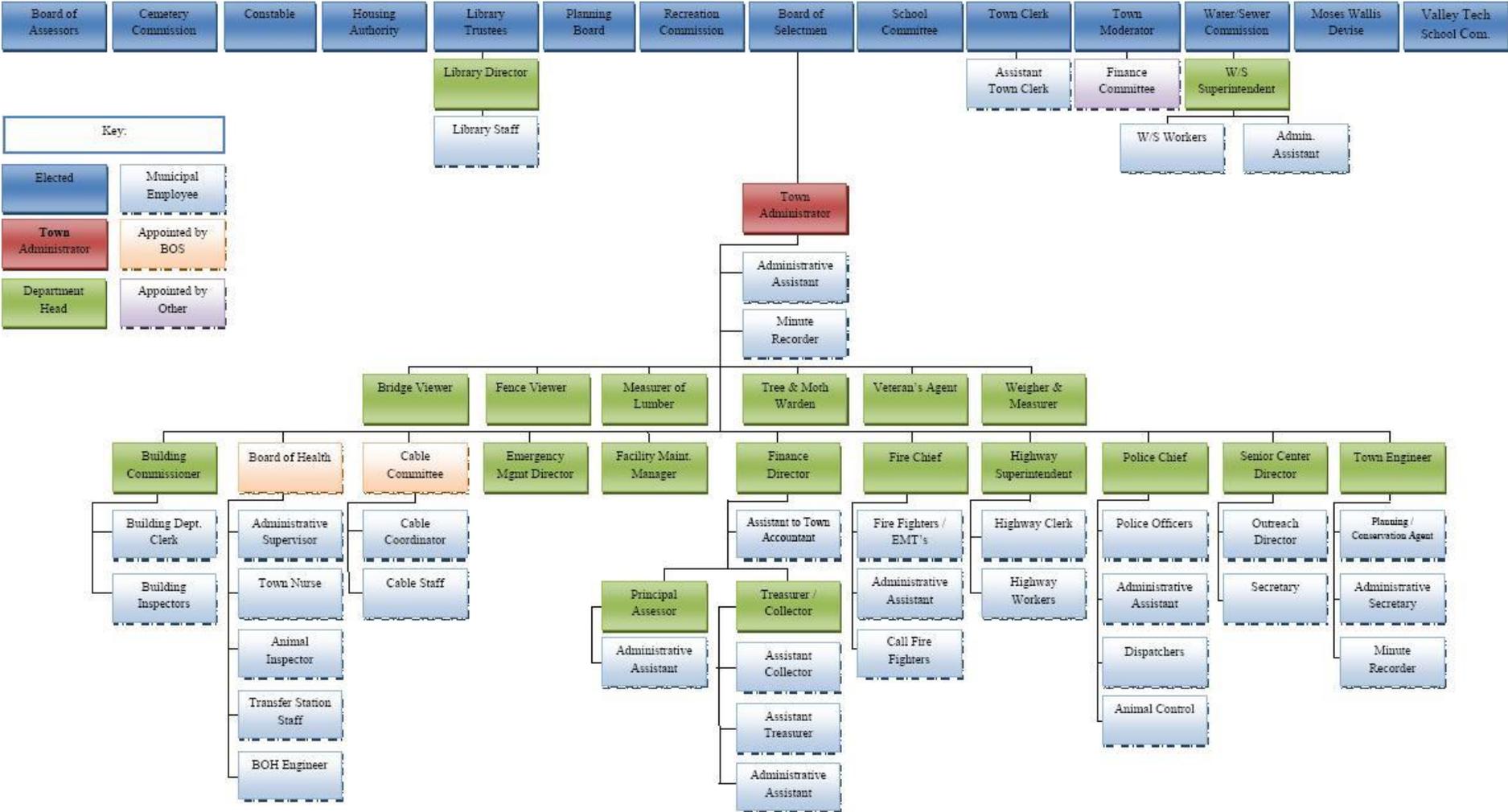
Monthly Committee Meeting Schedule		
Building & Facility Construction Committee	3 rd Wednesday	7:00 pm
Cable Advisory Commission	2 nd & 4 th Monday	7:00 pm
Conservation Commission	1 st & 3 rd Mondays	7:00 pm
Economic Development Comm.	2 nd Monday	7:00 pm
Finance Committee	2 nd & 4 th Mondays	7:00 pm
Library Trustee's	4 th Tuesday	7:00 pm
Planning Board	2 nd & 4 th Tuesdays	7:00 pm
School Building Committee	3 rd Thursday	7:00 pm
Selectmen	1 st & 3 rd Tuesdays	7:00 pm
Water / Sewer Commission	1 st Tuesday (W/S)	7:00 pm
Zoning Board of Appeals	1 st Wednesday	7:00 pm

Meetings and changes to meetings must be posted with the Town Clerk 48 hours in advance.
All meetings are open to the public except as defined under M.G.L. c30a, §11a.5.

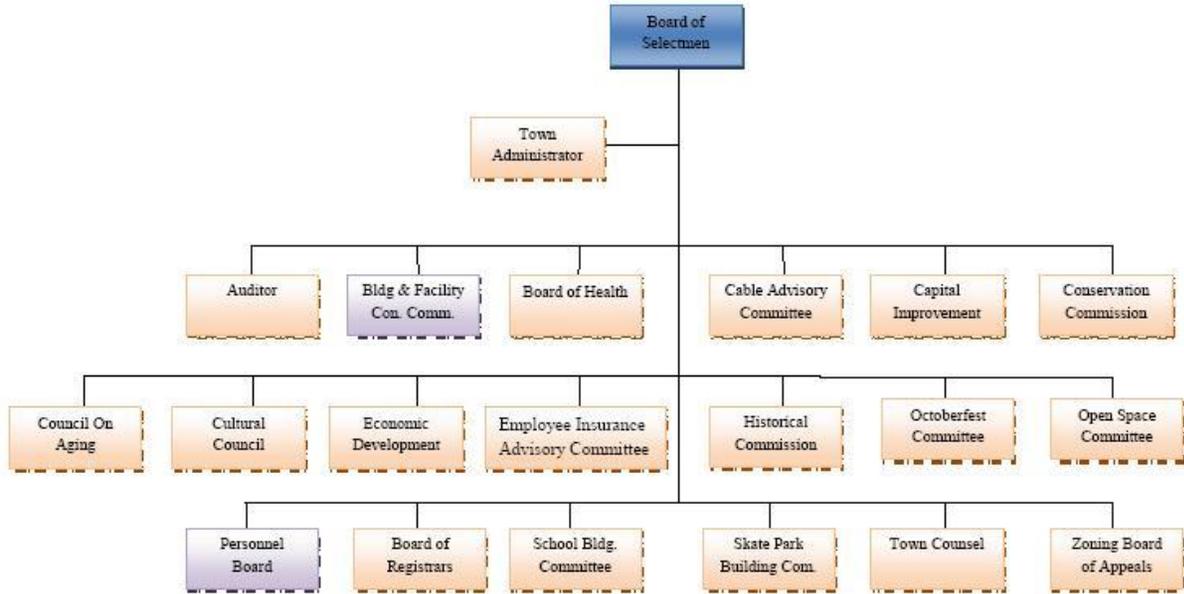


Dorothy Vaillancourt working in the Selectmen's Office as part of the Senior Tax Work-Off Abatement Program.

Town of Douglas
Organizational Chart
Employees / Boards / Committees



Town of Douglas
Organizational Chart
Board Of Selectmen Appointments





Municipal Calendar
Fiscal Year 2014

July 2013		
August 2013		
1 st	First Quarter Taxes due	Collector
25 th	Last day to register to vote and change party for State Primary	Town Clerk
September 2013		
1 st	Transfer Station Permit Renewal for six months	BOH
14 th	State Primaries. Polls open 7:00 am – 8:00 pm.	Town Clerk
October 2013		
1 st	Last date to file Application to have land valued and taxed as Forest Land, Agricultural / Horticultural Land or Recreational Land, MGL 61 A, B	Assessor
4 th	Octoberfest 9:00 to 4:00 pm	
13 th	Last day to register to vote and change party for State Election	Town Clerk
November 2013		
15 th	Second Quarter Taxes Due	Collector
2 nd	State Election. Polls open 7:00 am to 8:00 pm	Town Clerk
26 th	Liquor License Renewals due	Selectmen
December 2013		
1 st	Application for the Senior Tax Work-off Abatement Pgm. filing deadline	Assessor
10 th	Class II; Common Vic.; Entertainment; Auto Amusement Licenses due	Selectmen
January 2014		
1 st	Food Service License, Disposal Works Installers Licenses, Septage Hauler Licenses, Trash Haulers Licenses Due	BOH
1 st	Assessment of all Real & Personal Property for the ensuring Fiscal Year beginning July 1 st	Assessor
2 nd	Forms for List of Personal Property are available in the Assessors Office (due March 1 st)	Assessor
15 th	Open Burning Permits Available	Town Clerk
20 th	Year-End Campaign Finance Report Due	Town Clerk
February 2014		
1 st	Town Census Forms due	Town Clerk
1 st	Real Estate & Personal Property Tax Abatement filing deadline	Assessor
3 rd	Third Quarter Taxes due	Collector
28 th	Dog Licenses due	Town Clerk
March 2014		
1 st	Form of List for Personal Property filing deadline	Assessor
1 st	Filing deadline for 3-ABC forms by Non-Profit Organizations	Assessor
1 st	Transfer Station Sticker Renewal for six month period	BOH
1 st	Articles Due for Annual Town Meeting	Selectmen
6 th	Presidential Primary	Town Clerk
25 th	Last day to submit Nomination papers for Annual Town Election	Town Clerk
April 2014		

1 st	Exemption Application filing deadline	Assessor
15 th	Last day to Register to Vote for Annual Town Meeting	Town Clerk
23 rd	Last day to Register to Vote for Annual Town Election	Town Clerk
30 th	Certificate of Registration for Storage of Flammables due	Town Clerk
30 th	Funeral Director's License Due	BOH

May 2014

1 st	Fourth Quarter Taxes due	Collector
5 th	Annual Town Meeting	Town Clerk
13 th	Annual Town Election	Town Clerk
15 th	Commercial Swimming Pool License, Campground License, Children's Recreational Campground License Due	BOH

June 2014

Massachusetts Municipal Association

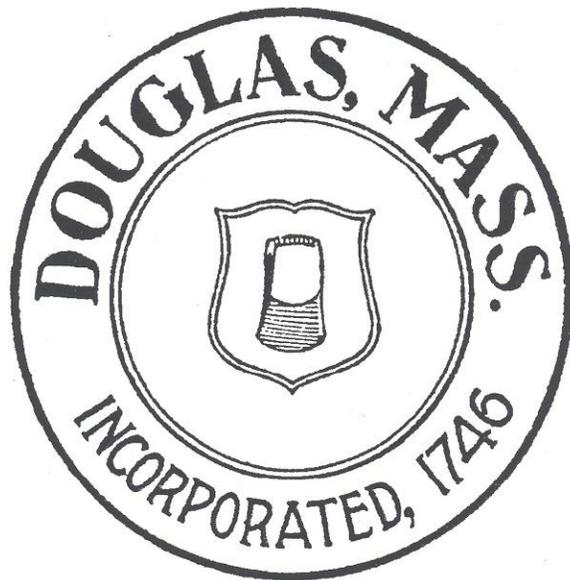
FY11 Annual Town Report Contest

Third Place - Category II (Population 5,000 – 12,499)



(left to right) Geoffrey C. Beckwith, MMA Executive Director, Michael J. Guzinski, Town Administrator, Suzanne L. Kane, Administrative Assistant, Robert G. Logan, Past MMA President/Waltham Councilor, and Kate Fitzpartick, MMA President/Needham Town Manager

GENERAL GOVERNMENT





BOARD OF SELECTMEN

It remains a personal and distinct privilege for me to present the Douglas Board of Selectmen's FY 2012 report to you. Please accept our sincere thanks and appreciation for your interest in our Town and its government.

- Addressing the impact Wallum Lake State Park has on our Town's neighborhoods and resources remained a priority in FY 2012. Visible solutions were identified and, working with the state, many have been implemented. We have begun to change things for the better, but our work continues.
- As a Town, we welcomed Classic Envelope into our borders as well as a solar power farm.
- We purchased a new ambulance, asked the Highway Department to fix the bridge at Cedar Street and repaired the roof on the municipal center.
- Residents came together and raised enough money to put U.S. flags on Main Street.
- On the heels of a budget that forced the School District to reduce the school day, the Board created a "Strategic Budget Committee (SBC.)" The committee's first task was to look at the Town's finances - the impact of declining state revenues and flat growth and our ability to fund existing services.

Here, within these pages, you'll find the Town's fiscal year report from July 1, 2011 to June 30, 2012.

Finally, I would be remiss if I failed to recognize the Town's volunteers. Volunteer service is a staple to our system of governance and, for that matter, all our community's programs. Your involvement has bettered our rural Town. On behalf of the entire Board of Selectmen, please accept our thanks and appreciation for your time and talent.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "T. P. Bonin".

Timothy P. Bonin
Chairman



*Keith F. Brown, Harold R. Davis, Chairman Timothy P. Bonin, Jeffrey D. LaPorte,
Vice Chairman Michael d. Hughes (left to right)*

Board of Selectmen – FY 12 Expenses

Wages		\$158,216.43
	Total Wages:	\$158,216.43

Expenses		
Additional Compensation		\$3,600.00
Repair & Maintenance		\$5,413.37
Prof and Technical Consultants		\$675.00
Advertising		\$363.69
Postage		\$190.00
Cellular Phones		\$457.03
Office Supplies		\$979.45
Other Supplies		\$376.20
In-State Travel		\$383.94
Training/Education		\$1,170.00
Dues and Membership		\$2,187.21
Capital		\$00.00
	Total Expenses:	\$15,795.89

Board of Selectmen - Other

Awards & Recognitions		\$20.74
Town Counsel		\$69,403.82
Property Insurance		\$210,773.90
Town Reports		\$2,987.81
Town Hall Office Supplies		\$17,765.31
Weights and Measures		\$750.00
Street Lighting		\$42,856.58
	Total Other:	\$344,518.16

FY07 Receipts to Treasurer

Licenses – Alcohol		\$5,790.00
Licenses – All Others		\$1,110.00
Selectmen Fees		\$14.97
	Total Receipt	\$6,914.97

Licenses Issues for 2012		
Company Name Business Address	D/B/A Manager	License Type License Number
Blackstone Vly Beagle Club, Inc. 135 Walnut Street	Blackstone Valley Beagle Club Ms. Christine Nelson	Liquor – All Alcoholic Club 028800007
Slovak Catholic Sokol Gymnastic Club, Inc. 405 Northeast Main Street	Slovak Catholic Sokol Gymnastic Club Mr. Randy Manyak	Liquor – All Alcoholic Club 028800001
Whitinsville Fish & Game Club, Inc. 12 White Court	Whitinsville Fish and Game Club Mr. William Harney	Liquor – All Alcohol Club 028800009
Falzboro, Inc. 306 Main Street	Black Lab Lounge Mr. Scott Hurley	Liq – All Alcoholic Com. Victualler 028800011
LavMar Inc. 295 Main Street	Digger’s Liquors Mr. William Lavallee	Liquor – All Alcohol Pkg Store 028800003
Douglas Package Store, Inc. 392 Northeast Main Street	Douglas Village Package Store Mr. David Wnukowski	Liquor – All Alcohol Pkg Store 028800004
Douglas Convenience Ctr, Inc. 63 Main Street	Family Convenience Center Mr. Ray Whitehead	Liq – Wine & Malt Pkg Store 028800002
GVN Pizza Restaurants, Inc. 303 Main Street	Gregory’s Pizza & Restaurant Mr. Mourcous Morgan	Liq – Wine & Malt Com. Victualler 028800006
The Picket Fence Restaurant, Inc 338 Main Street	The Picket Fence Restaurant Ms. Diana Dube	Liq. – Wine & Malt Com. Victuller 028800012
Marlene Bosma 436 Northeast Main Street	Douglas Flea Market Place Ms. Marlene Bosma	Liquor – Wine & Malt Tavern 028800008
Falzboro, Inc. 306 Main Street	Black Lab Lounge Mr. Scott Hurley	Common Victualler CV01-12
Ronald Forget 538 Northwest Main Street	Breezy Picnic Grounds Mr. Keith Forget	Common Victualler CV02-12
Marlene Bosma 436 Northeast Main Street	Douglas Flea Market Place Ms. Marlene Bosma	Common Victualler CV05-12
Joussef Bassim 296 Main Street	Douglas House of Pizza Mr. Joussef Bassim	Common Victualler CV07-12
The Donut Shop, Inc. 323 Main Street	Douglas Jumbo Donuts Mr. Christos Mitkonis	Common Victualler CV09-12
Soldiers Field Concession Stand 2 Manchaug Street	Douglas Youth Baseball Mr. John Furno	Common Victualler CV10-12
Douglas Donuts, LLC 63 Main Street	Dunkin’ Donuts Ms. Carollee Youssef	Common Victualler CV11-12
Douglas Convenience Ctr, Inc. 63 Main Street	Family Convenience Center Mr. Ray Whitehead	Common Victualler CV13-12
Shawn & Gladys Barrett 297 Main Street	G’Licious Shawn & Gladys Barrett	Common Victualler CV14-12
Donut Shop, Inc. 319 Main Street	Gourmet Subs and Deli Mr. Christos Mitkonis	Common Victualler CV15-12
GVN Pizza Restaurants, Inc. 303 Main Street	Gregory’s Pizza & Restaurant Mr. Mourcous Morgan	Common Victualler VC16-12
Theo’s Corporation 324 Main Street	Harry’s Famous Pizza Mr. Theofanis Marcou	Common Victualler CV17-12
The Goodness Store, Inc. 328 Main Street	The Goodness Store Mr. Joseph Quintal, Jr.	Common Victualler CV18-12
Eileen Gresian 299 Main Street	The Little Coffee Bean Ms. Eileen Gresian	Common Victualler CV19-12
Jean Chamberlain 169 Davis Street	Douglas Auto & Truck Sales Ms. Jean Chamberlain	Class II CLII02-12
Douglas Equipment Corp. 18 Glen Street	Douglas Equipment Corp. Mr. Michael Stanick, Jr.	Class II CLII03-12
Kevin Stolte 3 Glen Street	K2 Automotive Mr. Kevin Stolte	Class II CLII04-12
Timothy Lapan 89 Yew Street	T.J. Lapan Co. Mr. Timothy Lapan	Class II CLII05-12
Tom Tomkiewicz 28A Ridell Rd.	TAB Auto Sales Mr. Tom Tomkiewicz	Class II CLII06-12
Ronald Forget 538 Northwest Main Street	Breezy Picnic Grounds Mr. Keith Forget	Automatic Amusement AA01-12
The Goodness Store, Inc. 328 Main Street	The Goodness Store, Inc. Mr. Joseph Quintal, Jr.	Automatic Amusement AA02-12



MAIN STREET FLAG FUND

On August 2, 2011, the Board of Selectmen voted to establish a “Main Street Flag Fund” at the suggestion of resident Pamela Holmes. Mrs. Holmes presented her idea at the Selectmen’s “Citizen Forum” on July 5, 2011. She noted that where other communities show their patriotism displaying American Flags down Main Street, the number of flags in Douglas has been dwindling over the years. Learning this was due to tighter departmental expense budgets, Mrs. Holmes proposed establishing a fund where the community could volunteer in a small way towards a project that is very visible. The intention was to make the fund a “continuing special purpose fund to purchase and/or maintain United States flags on Main Street during the summer months from mid-May through Veteran’s Day.” Mrs. Holmes estimated the initial cost to fill Main Street with flags would be about \$1,000 to purchase mounting poles, hardware and flags. To promote the project, Mrs. Holmes produced flyers to post through town and on cable. Donations started coming in and by March 2012 the fund reached \$1,350 of which \$956.25 was used to purchase 15 - 3x5’ flags, poles and mounting brackets.

FY12 Main Street Flag Fund Donations

Douglas Police Association

Timothy & Meredith Bonin

Betty and Felix Yacino Jr.

Blackstone Valley Beagle

John D. Zifcak In memory of Frank & Mary Zifcak

Joseph J. Michna Post 7554

Harold & Alida Davis

Robert & Pamela Holmes

Cpt Job Knapp Chapter DAR

Rita Anderson

Carol Hutnak Gogolinski

Webster First Credit Union

Ann E. Roon

Slovak Catholic Sokol Assembly

Kevin & Alexandra Lightbown



Pamela Holmes

Donations can still be made to: Main Street Flag Fund, 29 Depot Street, Douglas, MA 01516 c/o Selectmen’s Office



TOWN ADMINISTRATOR

It is with great pleasure that I present to you, the citizens of Douglas, my Annual Report for 2012. As I enter my tenth year of service with the Town, I would like to thank the people of Douglas for the honor and privilege of serving as your Town Administrator.

The Board of Selectmen, in their report, has described some of the major events that have occurred, and the projects that the Town has been working on, over the past year. Construction on the largest project in Douglas history began in the fall of 2011 and will be completed in the summer of 2014. The \$49.9 Million School Project includes the construction of a brand new Elementary School and the major repair/renovation of the Middle School. My office has worked closely with the school department and many other municipal departments to ensure the successful completion of this project. I'm pleased to announce that this project is scheduled to be completed on time and projected to be under budget.

On the operational budget front, Fiscal Year 2013 has proved to be the most difficult budget year of my tenure, and Fiscal Year 2014 appears that it will be even more challenging. In spite of these extraordinary financial difficulties, I am happy to report that through the hard work and sacrifices of many departments we were able to successfully balance the FY13 Budget. However, unfortunately there have been some reductions in municipal and school services due to the inability of revenues to keep pace with ever increasing fixed costs. Even in light of these very difficult financial times, I'm pleased to report that all Town departments are continuing to do a great job in maximizing municipal services with the limited resources available to them. The municipal and school officials continue to maintain a very positive and cooperative relationship as we navigate through these difficult financial times. It's been through this cooperative working relationship that we've been able to maintain high quality services to all the people of Douglas.

I would like to acknowledge and thank all of the dedicated residents, officials, department heads, employees, and volunteers who are continually working to make the Town of Douglas a better place in which to live. I would like to express my sincere gratitude to the Board of Selectmen for granting me the opportunity to serve your community. I would also like to thank Suzanne Kane for all of her assistance, and for the valuable work she does in making the Selectmen's Office work so efficiently and effectively. As your Town Administrator, I look forward to working with each of you, in serving the residents of Douglas.

Respectfully submitted,
Michael J. Guzinski
Town Administrator



Town Administrator Michael J. Guzinski and Administrative Assistant Suzanne Kane



TOWN CLERK

To the Honorable Board of Selectmen and the Citizens of the Town of Douglas:

The Town Clerk's office is pleased to submit the following reports for the calendar year January 1, 2012 thru December 31, 2012.

TOWN STATISTICS

The Town of Douglas is located in Southern, Massachusetts, bordered by Oxford and Sutton on the North; Uxbridge on the East; Burrillville, Rhode Island on the South; and Webster on the West. Douglas is 18 miles South of Worcester, 40 miles Southwest of Boston and 175 miles from New York City.

Incorporated as a Town: 1746
 Total Area: 37.71 square miles
 Land Area: 36.37 square miles

Form of Government: 5 member Board of Selectmen / Open Town Meeting

CENSUS STATISTICS	
2012	8992
2011	8612
2010	8432
2009	8460
2008	8507
2007	8444
2006	8315
2005	8030
2004	7992
2003	7864
2002	7496
2001	7391
2000	7282
1990	4871
1980	3721
1970	2947



Town Clerk Christine Furno



TOTAL REGISTERED VOTERS AS OF DECEMBER 31, 2012

Other 42
 Republicans 1091
 Democrats 1091
 Unenrolled (Independent) 3747
TOTAL 5971



MASSACHUSETTS CONGRESSIONAL DELEGATION

U.S. SENATORS

ELIZABETH WARREN

2400 JFK Building
15 New Sudbury Street
Boston, MA 02203
617-565-3170
617-723-7325 (fax)

JOHN F. KERRY

One Bowdoin Square, 10 floor
Boston, MA 02114
617-565-8519

CONSTITUTIONAL OFFICES

GOVERNOR LT. GOVERNOR

Deval Patrick
Tim Murray

State House, Room 280
Boston, MA 02133
617-725-4005
888-870-7770 (instate use only)
TTY: 617-727-3666

ATTORNEY GENERAL Martha Coakley

McCormack Building
One Ashburton Place
Boston, MA 02108
617-727-2200
TTY: 617-727-4765

SECRETARY OF THE COMMONWEALTH

WILLIAM FRANCIS GALVIN

Citizen Information Service
One Ashburton Place, Room 1611
Boston, MA 02108-1512
617-727-7030
800-392-6090
TTY: 617-878-3889

U. S. REPRESENTATIVE

RICHARD E. NEAL

2 Congress St.
Post Office Building
Milford, MA 01757
508-634-8198

STATE SENATOR

RICHARD T. MOORE

State House, Room 312-D
Boston, MA 02133
617-722-1420

Richard.Moore@state.ma.us

STATE REPRESENTATIVE

RYAN C. FATTMAN

State House, Room 443
Boston, MA 02133
617-722-2460

Ryan.Fattman@mahouse.gov

VITAL STATISTICS

At the recommendation of the Registry of Vital Records and the United States Department of State, we will no longer be printing vital records in the Town Report. This will help to protect the privacy of the individuals as well as help to curb identity theft. We will continue to maintain the lists of names and dates in the Office of the Town Clerk for anyone interested in reviewing them. The following statistics were recorded in the Town of Douglas for the calendar year 2012.

Births – 76
 Deaths – 39
 Marriages – 41

FY2012 RECEIPTS

Town Clerks Fines	\$560.00
Town Clerk Fees	\$1699.00
Town Clerk Licenses	\$1585.00
Dog & Kennel Licenses	\$15,775.00
TOTAL RECEIPTS	\$19,619.00

Respectfully Submitted,
 Christine E.G. Furno CMC/CMMC, Town Clerk
 Eileen F. Damore, Asst. Town Clerk

PRESIDENTIAL PRIMARY	678 Voted ~ 9%
TUESDAY, MARCH 6, 2012	5976 Reg. Voters

Pursuant to the foregoing warrant the inhabitants of the said Town of Douglas who are qualified to vote in elections and town affairs met in the Municipal Center Gymnasium, 29 Depot Street, Douglas on Tuesday, March 6, 2012.

The following were sworn to faithful performance of their duties as election officers for Precinct One: Constable – Debra Blain; Ballot Clerks – Lois Garrison, Patricia Small; Ballot Checkers – Betty Yacino, Patricia Koslak.

The following were sworn to faithful performance of their duties as election officers for Precinct Two: Ballot Box Attendant – Felix Yacino; Ballot Clerks – Anne Burgess, Donna Frabotta; Ballot Checkers – Lorraine Tetreau, Elaine Kelly.

The following were sworn to faithful performance of their duties as election officers for Precinct Three: Constable – Carol E. Field; Ballot Clerks – Patricia Brule, Jaime Marks; Ballot Checkers – Monica Prunier, Hope Field.

Tabulators – Christine E. G. Furno and Eileen F. Damore

The warrant was read by the Town Clerk, Christine E. G. Furno, and the polls were opened at 7:00 a.m. The Town of Douglas voted as follows:

DEMOCRATIC PARTY

PRESIDENTIAL PREFERENCE	PCT 1	PCT 2	PCT 3	TOTAL
Blanks	3	1	3	7
Barack Obama	32	21	18	71
Write-In/Other	0	0	1	1
TOTAL	43	26	29	98

STATE COMMITTEE MAN				
Blanks	7	7	6	20
Thomas J. Cullen, Sr.	36	19	23	78
Write-In/Other	0	0	0	0
TOTAL	43	26	29	98

	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
STATE COMMITTEE WOMAN				
Blanks	5	4	6	15
Lisa A. Mosczynski	38	22	23	83
Write-In/Other	0	0	0	0
TOTAL	43	26	29	98

GROUP TOWN COMMITTEE				
Blanks	18	7	15	40
Group	25	19	14	58
TOTAL	43	26	29	98

TOWN COMMITTEE				
Blanks	865	454	653	1972
Lisa A. Mosczynski	29	22	16	67
Gina M. Muscatell	29	20	16	65
Robert B. Werme, Jr.	32	20	15	67
Shirley Mosczynski	29	21	17	67
Paula Brouillette	30	22	16	68
Nora M. Werme	28	20	15	63
Leon H. Mosczynski	28	21	17	66
Mitchell S. Cohen	31	20	16	67
David M. Windoloski	27	19	15	61
Theodore L. Salem	27	19	15	61
Jane C. Mosczynski	28	19	15	62
Gail B. Swenson	27	21	16	64
Susan T. Perkins	29	21	15	65
Derek Brown	30	20	17	67
Robert B. Werme, Sr.	29	21	15	65
Shirley J. Cooney	36	21	19	76
Elaine B. Kelly	30	20	19	69
John J. Kelly	30	20	19	69
Wilfred D. Fontaine	27	21	16	64
Alysa G. Cohen	27	20	16	63
James J. Sughrue, Jr.	29	21	18	68
Write-Ins				
Katherine Anderson	7	6	5	18
Keith Brown	7	7	3	17
James J. Eddy	7	7	4	18
Danielle Morrow	7	7	4	18
TOTAL	1505	910	1012	3427

REPUBLICAN PARTY

PRESIDENTIAL PREFERENCE				
Blanks	1	1	0	2
Ron Paul	30	11	19	60
Mitt Romney	119	127	131	377
Rick Perry	0	1	1	2
Rick Santorum	37	31	25	93
Jon Huntsman	1	1	0	2
Michele Bachmann	0	0	0	0
Newt Gingrich	15	15	13	43
No Preference	0	0	1	1
Write-In/Other	0	0	0	0
TOTAL	203	187	190	580

STATE COMMITTEE MAN				
Blanks	74	61	60	195
Michael R. Potaski	129	126	130	385
Write-In/Other	0	0	0	0
TOTAL	203	187	190	580

STATE COMMITTEE WOMAN	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
Blanks	77	60	60	197
Kimberly B. Roy	126	127	130	383
Write-In/Other	0	0	0	0
TOTAL	203	187	190	580

TOWN COMMITTEE				
Blanks	7013	6411	6613	20,037
Write-Ins				
Colin Haire	2	6	2	10
Eben Chesebrough	2	5	2	9
Elliot Chesebrough	2	4	1	7
Scott Medeiros	2	5	1	8
John P. Bombara	2	4	2	8
Richard Downs	2	5	1	8
Ronald P. Forget	2	5	1	8
Daniel Heney	2	4	1	7
Gregory Kosnoski	2	5	1	8
Ernest Marks Jr.	2	5	1	8
John Snay	2	5	1	8
Betty Ann McCallum	2	5	1	8
Keith Menard	2	5	1	8
Tracy Sharkey	2	5	1	8
Merritt Tetreault	2	5	1	8
Write-Ins cont.				
Betty A. Therrien	2	5	1	8
Thomas Therrien	2	4	1	7
Richard VandenBerg	2	5	1	8
Michael Zwicker	2	4	2	8
Debra Blain	2	5	1	8
Scott Yacino	2	5	1	8
Jeffrey LaPorte	2	5	2	9
Michael D. Hughes	2	4	1	7
Jerome Jussaume	2	4	1	7
Timothy Bonin	2	5	1	8
Leonard Demers	2	5	1	8
Harold Davis	2	5	1	8
Keith Bloniasz	2	5	1	8
Other	1	0	4	5
TOTAL	7070	6545	6650	20,265

GREEN-RAINBOW PARTY

<u>PRESIDENTIAL PREFERENCE</u>				
Blanks	0	0	0	0
Kent Mesplay	0	0	0	0
Jill Stein	0	0	0	0
Harley Mikkelson	0	0	0	0
No Preference	0	0	0	0
Write-In/Other	0	0	0	0
TOTAL	0	0	0	0

STATE COMMITTEE MAN	PCT 1	PCT 2	PCT 3	TOTAL
Blanks	0	0	0	0
Write-In/Other	0	0	0	0
TOTAL	0	0	0	0

STATE COMMITTEE WOMAN	PCT 1	PCT 2	PCT 3	TOTAL
Blanks	0	0	0	0
Write-In/Other	0	0	0	0
TOTAL	0	0	0	0

TOWN COMMITTEE	PCT 1	PCT 2	PCT 3	TOTAL
Blanks	0	0	0	0
Write-In/Other	0	0	0	0
TOTAL	0	0	0	0

The polls closed at 8:00 p.m.

A True Copy, Christine E. G. Furno, CMC/CMMC, Douglas Town Clerk

**SPECIAL TOWN MEETING
Monday, May 7, 2012**

Pursuant to the foregoing warrant the inhabitants of the Town of Douglas who are qualified to vote in elections and town affairs met at the Douglas High School Auditorium on 33 Davis Street on Monday, May 7, 2012 at 7:09 PM. There being a quorum present (71 registered voters); the meeting was called to order by the Moderator, Keith M. Menard. After saluting the flag, the service of the warrant and the Constable's return was read by Mr. Keith Menard. Mr. Menard did an introduction of Non-Resident Members of Town Meeting, an introduction of the Finance Committee and the Board of Selectmen. Mr. Menard explained how the Town Meeting will be run and the rules of Town Meeting. At this time, the Town voted as follows:

Article 1: Fiscal Year 2012 Budget Transfers/Amendments

To see if the Town will vote to amend the action taken on Article 2 of the Annual Town Meeting of May 2, 2011 and continued to June 13, 2011, by transferring sums of money to the following budget line items in the Fiscal Year 2012 Budget:

Health Insurance	\$20,000
Reserve Fund	\$10,000
Veterans Benefits	\$12,500
Unemployment Expenses	\$31,000
Snow & Ice Expenses	\$33,000
Town Clerk Expenses	\$6,000
Total	\$112,500

Or take any other action related thereto.

MOTION: I move that the Town vote to transfer available funds from the supplemental funding from the Commonwealth (received on October 31, 2011) the sum of \$44,630, transfer from Norfolk Agricultural Assessment the sum of \$42,300, and transfer the sum of \$25,570 from Highway Salaries to fund the budget amendments to Article 2 of the Annual Town Meeting of May 2, 2011 and continued to June 13, 2011, as written in the warrant.

Finance Committee: Recommend

MOTION PASSED BY UNANIMOUS CONSENT

Meeting dissolved at 7:17 PM.

A True Copy, Christine E. G. Furno, CMC/CMMC, Town Clerk

**SPECIAL TOWN MEETING
SUMMARY
May 7, 2012**

MONEY TO BE TRANSFERRED: (amend Art. 2 of ATM 5/2/11 & 6/13/11)

Article 1	From Supplemental Funding	\$44,630
	From Norfolk Agricultural Assessment	\$42,300
	From Highway Salaries	\$25,570

**ANNUAL TOWN MEETING
Monday, May 7, 2012**

Pursuant to the foregoing warrant the inhabitants of the Town of Douglas who are qualified to vote in elections and town affairs met at the Douglas High School Auditorium on 33 Davis Street on Monday, May 7, 2012 at 7:05 PM. There being a quorum present (71 registered voters); the meeting was called to order by the Moderator, Keith M. Menard. After saluting the flag, the service of the warrant and the Constable's return was read by Mr. Keith Menard. Mr. Menard did an introduction of Non-Resident Members of Town Meeting and also an introduction of the Finance Committee. At this time, the Town voted as follows:

A motion was made and seconded to recess Annual Town Meeting immediately following dissolving of the Special Town Meeting, hearing no objections, motion passed by Unanimous Consent.

A motion was made and seconded to recess the Annual Town Meeting and to commence Monday, June 11, 2012, hearing no objections, motion passed by Majority Voice Vote.

Annual Town Meeting convened at 7:10 PM.

Articles 1,2,3,4,5,6,8,9,10,12 and 19: Postponement of Financial Articles

A motion was made and seconded to postpone consideration of Articles 1,2,3,4,5,6,8,9,10,12 and 19 until the continued session of the Annual Town Meeting to be held on June 11, 2012 at 7:00 pm, with such articles to be taken up sequentially as the first order of business at that session.

MOTION PASSED BY UNANIMOUS CONSENT.

Article 7: Recurring Business

A. Assessor's To Work Additional Hours: To see if the Town will vote to authorize the Board of Assessors to appoint one or more of their members to work for compensation, in accordance with the provisions of the Town's Personnel Bylaw, and to establish such compensation to be paid said member for Fiscal Year 2013 or take any other action related thereto.

B. Ambulance Receipts Reserved for Appropriation: To see if the Town will vote to reserve all receipts received by the Town from ambulance user charges, user billings, and ambulance donations and gifts to the Ambulance Receipts Reserved Account, or take any other action related thereto.

C. Simon Fairfield Public Library: To see if the Town will vote to require that all funds received in Fiscal Year 2013 from State Aid Grants for the Public Library be transferred to a Special Account for the Simon Fairfield Public Library, or take any other action related thereto.

D. State and Federal Grants: To see if the Town will vote to authorize the Board of Selectmen to apply for and accept State or Federal grants they deem beneficial to the Town, provided that the Board of Selectmen shall hold a public hearing prior to the Board's acceptance of any such grant, if said grant requires the Town to meet future conditions or requirements, or take any other action related thereto.

E. Separate Account Funds: To see if the Town will vote to continue the following account funds and to authorize the expenditure of funds from said fund for the below indicated purposes and not to exceed amount, or to take other actions related thereto:

#	Department	Receipts	Expenditures
1	Simon Fairfield Library pursuant to MGL Chapter 44, § 53E ½	All fines received during Fiscal Year 2013 by the Simon Fairfield Library	The Simon Fairfield Library Board of Trustees may expend a sum not to exceed Five Hundred dollars (\$500) for the purpose of purchasing books, films and other library supplies and materials.
2	Home Composting Program pursuant to MGL Chapter 44, § 53E ½	All receipts received in connection with the Home Composting Program	The Board of Health may expend a sum not to exceed two thousand five hundred dollars (\$2,500) for the purpose of operating the Home Composting Program.
3	Planning Board & Engineering – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Planning Board or Town Engineer for such consulting and project review costs. Expenditures from the fund may not exceed \$50,000.
4	Conservation – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Conservation Commission or their Conservation Agent for such consulting and project review costs. Expenditures from the Fund may not exceed \$50,000.
5	Zoning Board of Appeals – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Zoning Board of Appeals or Town Engineer for such consulting and project review costs. Expenditures from the fund may not exceed \$50,000.

F. Acceptance of Chapter 90: To see if the Town will vote to authorize to accept and enter into contracts for the expenditure of funds to be allotted by the State under authorization of Chapter 90 of the Massachusetts General Laws (as pertaining to Highway Funds), for the construction, reconstruction and improvement of Town roads, said funds may be borrowed in anticipation of State Revenue, and expended without further appropriation under the direction of the Highway Superintendent with the approval of the Board of Selectmen, or take any other action related thereto.

G. Compensating Balance Agreements: To see if the Town will vote to authorize the Treasurer to enter into a compensating balance agreement or agreements for Fiscal Year 2012 pursuant to MGL Chapter 44 § 53F, or take any other action related thereto.

H. Acceptance of Easements: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, an easement or easements for the purpose of construction, installation, maintenance and repair of municipal drainage, sewer and water systems, and roadway, or take any other action relative thereto.

MOTION: I move that the Town vote to approve the recurring business items as printed in the warrant.

Finance Committee: Recommend

MOTION PASSED BY UNANIMOUS CONSENT.

Article 11: Davis St. – Gleason Court Waterline Loop

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of **\$107,000** for the preparation of final design plans and specifications, procurement costs, and construction of a waterline loop on the grounds of the Douglas Primary and Elementary Schools between the Davis Street waterline and Gleason Court waterline, said sum to be expended under the direction of the Board of Selectmen, or to take any other action related thereto.

MOTION: I move that the Town vote to transfer from the Stabilization Fund the sum of **\$70,000** for the preparation of final design plans and specifications, procurement costs, and construction of a waterline loop on the grounds of the Douglas Primary and Elementary Schools between the Davis Street waterline and Gleason Court waterline, said sum to be expended under the direction of the Board of Selectmen, and to take effect immediately.

MOTION PASSED BY MAJORITY VOICE VOTE: Moderator declared more than 2/3 voice vote with one (1) descent

Articles 13 – 18 Street Acceptances:

MOTION: I move that the Town vote to accept as public ways those ways identified in Articles 13 through 18 as printed in the warrant, as heretofore laid out by the Board of Selectmen as shown on the plans of land for each respective article copies of which are on file with the Town Clerk, **and further move** to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said ways for all purposes for which public ways are used in the Town of Douglas, **and finally, move** to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate.

(Combined) Article 13: Street Acceptance: Briarwood Circle

To see if the Town will vote to accept as a public way “Briarwood Circle” as heretofore laid out by the Board of Selectmen as shown on the plan entitled, “Street Acceptance Plan of Shady Knoll Estates II”, Briarwood Circle in the Town of Douglas Massachusetts for the Douglas Board of Selectmen”, dated March 7, 2012, prepared by Andrews Survey & Engineering, Inc., a copy of which is on file with the Town Clerk, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said Briarwood Circle for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action related thereto.

(Combined) Article 14: Street Acceptance: Brookside Estates – Brookside Drive

To see if the Town will vote to accept as a public way “Brookside Drive” as heretofore laid out by the Board of Selectmen as shown on the plan entitled, “Plan of Brookside Drive as altered and laid out for acceptance as a public street Douglas, Massachusetts (Worcester County) ”, dated January 12, 2012, prepared by Spatial Data & Design, a copy of which is on file with the Town Clerk, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said Brookside Drive for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action related thereto.

(Combined) Article 15: Street Acceptance: Colonial Road

To see if the Town will vote to accept as a public way “Colonial Road” as heretofore laid out by the Board of Selectmen as shown on the plan entitled, “Plan of Colonial Road as altered and laid out for acceptance as a public street Douglas, Massachusetts (Worcester County)”, dated January 20, 2012, prepared by Spatial Data & Design, a copy of which is on file with the Town Clerk, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said Colonial Road for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action related thereto.

(Combined) Article 16: Street Acceptance: Shady Knoll Estates – Downs Road, Manzi Way, Essex Street and Crescent Lane

To see if the Town will vote to accept as public ways “Downs Road”, “Manzi Way”, “Essex Street” and “Crescent Lane from Manzi Way to the start of NatureView Estates” as heretofore laid out by the Board of Selectmen as shown on the plan entitled “Plan of Downs Road, Manzi Way, Crescent Lane & Essex Street as altered and laid out for acceptance as a Public Street Douglas, Massachusetts (Worcester County)”, dated February 15, 2012, prepared by Spatial Data & Design, a copy of which is on file with the Town Clerk, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said Downs Road, Manzi Way, Essex Street and Crescent Lane from Manzi Way to the start of NatureView Estates for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action related thereto.

(Combined) Article 17: Street Acceptance: Spring Meadow Estates – Pond Street, Spring Street and Towle Court

To see if the Town will vote to accept as public ways “Pond Street”, “Spring Street” and “Towle Court” as heretofore laid out by the Board of Selectmen as shown on the plan entitled, “Plan of Pond Street, Spring Street & Towle Court as altered and laid out for acceptance as a Public Street Douglas, Massachusetts (Worcester County)”, dated February 2, 2012”, prepared by Spatial Data & Design, a copy of which is on file with the Town Clerk, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said Pond Street, Spring Street and Towle Court for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action related thereto.

(Combined) Article 18: Street Acceptance: Nature View Estates – Crescent Lane

To see if the Town will vote to accept as a public way “Crescent Lane, from the start of NatureView Estates to the Cul-de-sac” as heretofore laid out by the Board of Selectmen as shown on the plan entitled, “Street Acceptance Layout Plan of Crescent Lane” in the Town of Douglas, Massachusetts By: The Board of Selectmen”, dated Jan.2, 2012, prepared by Guerriere & Halnon, a copy of which is on file with the Town Clerk, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said Crescent Lane for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action related thereto.

ARTICLES 13 – 18 PASSED BY UNANIMOUS CONSENT.

Motion made and seconded to recess the Annual Town Meeting and convene on June 13, 2012.

MOTION PASSED BY UNANIMOUS CONSENT.

The meeting was recessed at 7:46 PM.

True Copy, Christine E. G. Furno, CMC/CMMC, Douglas Town Clerk

**ANNUAL TOWN MEETING CONTINUATION
MONDAY, JUNE 11, 2012**

Pursuant to the foregoing warrant the inhabitants of the Town of Douglas who are qualified to vote in elections and town affairs met at the Douglas High School Auditorium on 33 Davis Street on Monday, June 11, 2012 at 7:24 p.m. There being a quorum present (73 registered voters); the meeting was called to order by the Moderator, Keith M. Menard. After saluting the flag, the service of the warrant and the Constable’s return was read by Mr. Keith Menard. Mr. Menard did an introduction of Non-Resident Members of Town Meeting and also an introduction of the Finance Committee. At this time, the Town voted as follows:

A motion was made and seconded to recess Annual Town Meeting immediately following dissolving of the Special Town Meeting, hearing no objections, motion passed by Unanimous Consent.

MOTION MADE AND SECONDED TO RECONVENE THE ANNUAL TOWN MEETING FROM MAY 7, 2012.

Articles 1, 2 & 3: Finance Committee Report, FY11 Budget & Salaries of Elected Officials

Article 1: Finance Committee Report

To see if the Town will vote to hear and act upon the report and recommendations of the Finance Committee as presented and printed in the Finance Committee’s Annual Town Meeting recommendations, or to take any other action relative thereto.

Explanation: This will be part of a combination of Articles 1, 2 and 3. It presents the Finance Committee's recommended FY 13 budget along with funding sources and the embedded salaries and stipends of elected officials.

Finance Committee: RECOMMEND

Article 2: FY13 Budget

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow such sums of money as are necessary to fund the annual operating budget of the Town for Fiscal Year 2013, or take any other action relative thereto.

Finance Committee: RECOMMEND

General Fund	FY11 Actual Revised Budget STM May 11	FY12 as revised at the STM 11/14/11	FY13 Finance Committee - BOS - Town Admin Recommended Budget
General Government			
Selectmen			
Wages	153,239	158,545	164,400
Expenses	18,480	18,480	12,633
Subtotal:	171,719	177,025	177,033
Awards & Recognition	40	40	40
Town Hall Office Supplies	18,255	18,255	21,000
Town Reports	3,000	3,000	3,000
Town Counsel	65,000	70,000	70,000
Total Selectmen:	258,014	268,320	271,073
Finance Director/Accountant			
Wages	89,109	97,851	101,542
Expenses	1,050	2,000	1,900
Subtotal:	90,159	99,851	103,442
Audit	23,000	23,000	20,500
Finance Director/Accountant:	113,159	122,851	123,942
Assessors			
Wages	86,064	85,605	87,252
Expenses	39,089	36,100	33,618
Subtotal:	125,153	121,705	120,870
Revaluation	(3,580)		
Total Assessors:	121,573	121,705	120,870
Treasurer/Collector			
Wages	81,298	98,026	167,967
Expenses	23,964	33,084	49,520
Subtotal:	105,262	131,110	217,487
Tax Title	6,500	12,000	14,000
Total Treasurer/Collector:	111,762	143,110	231,487

General Fund	FY11 Actual	FY12	FY13
	Revised Budget STM May 11	as revised at the STM 11/14/11	Finance Committee - BOS - Town Admin Recommended Budget
Collector			
Wages	62,997	65,135	
Expenses	18,732	16,392	
Subtotal:	81,729	81,527	0
Tax Taking	6,000	6,000	6,000
Total Collector:	87,729	87,527	6,000
Finance Committee			
Wages	1,500	1,500	1,500
Expenses	4,000	4,000	4,000
Reserve Fund	50,000	50,000	50,000
Total Finance Committee:	55,500	55,500	55,500
Technology			
Wages	10,300	10,300	10,300
Expenses	38,150	38,150	37,850
Total Technology:	48,450	48,450	48,150
Town Clerk			
Wages	89,506	95,679	105,146
Expenses	14,000	15,500	16,500
Total Town Clerk:	103,506	111,179	121,646
Municipal Buildings			
Wages	53,281	55,297	58,680
Expenses	101,000	101,000	98,000
Total Municipal Building:	154,281	156,297	156,680
Permanent Building Committee			
Wages	750	1,500	1,610
Expenses	500	500	1,500
Total Permanent Building Comm:	1,250	2,000	3,110
Community Development			
Wages	202,368	201,538	205,169
Expenses	3,500	3,500	3,500
Subtotal:	205,868	205,038	208,669
Planning Board	2,910	2,910	2,910
Economic Development	2,000	2,000	1,000
Zoning Board - Wages	-	-	-
Zoning Board - Expenses	3,460	3,460	3,460
Subtotal:	3,460	3,460	3,460

General Fund	FY11 Actual Revised Budget STM May 11	FY12 as revised at the STM 11/14/11	FY13 Finance Committee - BOS - Town Admin Recommended Budget
Open Space	500	500	100
Conservation Commission	2,789	2,789	2,789
Total Comm Development:	217,527	216,697	218,928
Other General Government			
Moderator	250	250	250
Octoberfest	1,000	-	-
Housing Authority	500	500	100
Total Other General Government:	1,750	750	350
Total General Government:	1,274,501	1,334,386	1,357,736
Public Safety			
Police			
Wages	1,256,617	1,324,917	1,385,674
Expenses	142,511	146,615	148,518
Cruiser	51,000		
Total Police:	1,450,128	1,471,532	1,534,192
Fire			
Wages	184,580	174,569	178,092
Expenses	63,839	63,350	57,350
Total Fire:	248,419	237,919	235,442
Ambulance			
Wages	280,425	244,723	223,698
Expenses	60,500	60,500	60,500
Total Ambulance:	340,925	305,223	284,198
Building Dept			
Wages	115,095	117,413	119,282
Expenses	6,426	6,826	6,826
Total Building Dept:	121,521	124,239	126,108
Trees			
Wages	600	600	600
Expenses	4,500	4,500	4,500
Total Tree Dept:	5,100	5,100	5,100
Civil Defense			
Wages	325	325	325
Expenses	1,200	1,200	1,200
Total Civil Defense:	1,525	1,525	1,525

	FY11 Actual Revised Budget STM May 11	FY12 as revised at the STM 11/14/11	FY13 Finance Committee - BOS - Town Admin Recommended Budget
General Fund			
Sealer Weights & Measures			
Expenses	750	750	750
Total Sealer Weights & Measures:	<u>750</u>	<u>750</u>	<u>750</u>
Animal Control			
Expenses	24,900	24,900	24,900
Total Animal Control	<u>24,900</u>	<u>24,900</u>	<u>24,900</u>
Total Public Safety:	<u>2,193,268</u>	<u>2,171,188</u>	<u>2,212,215</u>
Public Works			
Cemetery			
Expenses	10,000	9,885	9,885
Total Cemetery:	<u>10,000</u>	<u>9,885</u>	<u>9,885</u>
Highway			
Wages	433,961	401,503	411,554
Expenses	26,012	26,012	26,012
	Subtotal:	<u>459,973</u>	<u>437,566</u>
Maintenance	124,700	134,700	121,200
Special Sign Acct	2,900	2,900	1,400
Snow & Ice	297,000	85,000	85,000
Total Highway:	<u>884,573</u>	<u>650,115</u>	<u>645,166</u>
Other Public Works			
Monitor Landfill	1,235	1,235	1,235
Monitor Wells	10,450	10,450	9,950
Street lighting	39,500	41,550	41,550
Total Other Public Works:	<u>51,185</u>	<u>53,235</u>	<u>52,735</u>
Total Public Works:	<u>945,758</u>	<u>713,235</u>	<u>707,786</u>
Health & Human Services			
Board of Health			
Wages	46,818	47,328	48,627
Expenses	7,000	7,000	7,000
	Subtotal Health:	<u>53,818</u>	<u>55,627</u>
Nurse			
Wages	14,270	14,484	14,701
	Subtotal Nurse:	<u>14,270</u>	<u>14,701</u>

	FY11 Actual Revised Budget STM May 11	FY12 as revised at the STM 11/14/11	FY13 Finance Committee - BOS - Town Admin Recommended Budget
General Funds			
Animal Inspection			
Wages	2,800	2,842	2,885
Expenses	350	350	350
Subtotal Animal Inspection:	3,150	3,192	3,235
Total Board of Health:	71,238	72,004	73,563
Council on Aging			
Wages	76,289	76,263	78,765
Expenses	14,500	14,500	6,000
Total Council on Aging:	90,789	90,763	84,765
Veterans			
Expenses	10,015	10,015	10,015
Benefits	40,000	55,000	55,000
Total Veterans:	50,015	65,015	65,015
Total Health & Human Services:	212,042	227,782	223,343
Culture & Recreation			
Recreation			
Wages	1,284	-	-
Expenses	15,116	15,000	5,000
Total Recreation:	16,400	15,000	5,000
Library			
Wages	138,779	149,314	153,784
Expenses	49,633	50,397	48,397
Total Library:	188,412	199,711	202,181
Memorial Day	1,750	1,750	1,750
	1,750	1,750	1,750
Total Culture & Recreation	206,562	216,461	208,931
Education			
Douglas Schools			
Personnel & Expenses	10,874,264	11,080,200	11,503,678
Transportation/Fixed Assets	735,080	779,023	853,878
Total Douglas Schools:	11,609,344	11,859,223	12,357,556
Blackstone Valley Regional *			
Assessment	430,186	442,041	498,159
Debt Assessment	59,899	58,185	56,895
Representative Expense	500	500	500
Total Blackstone Valley:	490,585	500,726	555,554

General Fund	FY11 Actual Revised Budget STM May 11	FY12 as revised at the STM 11/14/11	FY13 Finance Committee - BOS - Town Admin Recommended Budget
Medicaid Reimbursement	5,000	5,000	5,000
Norfolk County Agricultural	69,491	163,552	125,346
Total Education:	12,174,420	12,528,501	13,043,456
Insurance/Employee Benefits *			
Ins - Prop, Liab & Work Comp	202,431	205,000	222,767
Unemployment	80,000	50,000	50,000
Ins - Health & Life	2,698,064	2,751,556	2,955,478
Ins - HRA	15,000	20,000	15,000
Retirement/Medicare	837,443	882,513	909,123
Total Employee Benefits	3,832,938	3,909,069	4,152,368
Debt Service *			
Total Debt Service	1,807,550	2,088,023	3,392,947
Total Capital Outlay	114,500		
Total Special Articles	50,000	322,000	
Transfer to Special Revenue Funds	26,000		
Transfer to Capital Projects	139,000		
Transfer to Stabilization	22,024.18		
Summary - Expenditures			
Total General Government:	1,274,501	1,334,386	1,357,736
Total Public Safety:	2,193,268	2,171,188	2,212,215
Total Public Works:	945,758	713,235	707,786
Total Health & Human Services:	212,042	227,782	223,343
Total Culture & Recreation	206,562	216,461	208,931
Total Education:	12,174,420	12,528,501	13,043,456
Total Employee Benefits	3,832,938	3,909,069	4,152,368
Total Debt Service	1,807,550	2,088,023	3,392,947
Total Capital Outlay	114,500	0	0
Total Special Articles	50,000	322,000	0
Total Transfers to Stabilization, Special Revenue	187,024	0	0
Total Budget Request	22,998,563	23,510,645	25,298,782

Article 3: Salaries of Elected Officials:

To see if the Town will vote to fix the salary and compensation of all elected officials of the Town as provided by Chapter 41 Section 108 of the Massachusetts General Laws, as amended, as follows:

Board of Assessors	\$2,900
Blackstone Valley Vocational School District Rep.	\$500
Moderator	\$250
Board of Selectmen	\$1,600
Clerk	\$62,742.16
Water/Sewer Commission	\$2,400

Or take any other action relative thereto.

Finance Committee: RECOMMEND

MOTION: I move that the Town vote to hear and act upon the report and recommendations of the Finance Committee and further to fix the salary and compensation of elected officials as presented in the Finance Committee’s FY13 Budget Recommendation, and further to approve a total budget of **\$25,298,782** consisting of **\$284,198** transferred from Ambulance Receipts Reserved for Appropriation, **\$90,000** transferred from Article 3 of the Special Town Meeting of November 15, 2010 (Public Safety Complex – Site Evaluation and Preliminary Design), **\$414,840** transferred from Free Cash and the remaining **\$24,509,744** to be raised and appropriated, all as set forth in the Column entitled “FY13 Finance Committee/Board of Selectmen/Town Administrator Recommended Budget” in the handout entitled, “Finance Committee Budget Message for Fiscal Year 2013”, for the purpose of funding the annual operating budget of the Town for Fiscal Year 2013.

MOTION PASSED BY MAJORITY VOICE VOTE.

Article 4: FY13 Transfer Station Enterprise Fund

To see if the Town will vote to raise and appropriate and/or transfer the sum of **\$270,713** from Transfer Station charges and fees to operate and maintain the Transfer Station.

Salaries/Wages	\$34,213
Expenses	\$236,500
Total	\$270,713

Or take any other action relative thereto.

Explanation: This approves funding sources and amounts for operating the Transfer Station in Fiscal Year 2013.

Finance Committee: RECOMMEND

MOTION: I move that the Town vote to raise and appropriate the sum of **\$270,713** from Transfer Station charges and fees to operate and maintain the Transfer Station.

Salaries/Wages	\$34,213
Expenses	\$236,500
Total	\$270,713

MOTION PASSED BY UNANIMOUS CONSENT.

Article 5: FY13 Water/Sewer Enterprise Fund

To see if the Town will vote to raise and appropriate and/or transfer the sum of **\$876,137** from Water & Sewer charges and fees, and transfer the sum of **\$261,903** from the reserved for debt account for a total budget of **\$1,138,040** to operate and maintain the Water/Sewer Department.

Salaries/Wages	\$320,778
Expenses	\$545,359
Debt	\$261,903
Capital Outlay	\$10,000
Total	\$1,138,040

Or take any other action relative thereto.

Explanation: This approves funding sources and amounts for operating the Water & Sewer Enterprise for Fiscal Year 2013.

Finance Committee: RECOMMEND

MOTION: I move that the Town vote to raise and appropriate the sum of **\$876,137** from Water & Sewer charges and fees, and transfer the sum of **\$261,903** from the reserved for debt account for a total budget of **\$1,138,040** to operate and maintain the Water/Sewer Department.

Salaries/Wages	\$320,778
Expenses	\$545,359
Debt	\$261,903
Capital Outlay	\$10,000
Total	\$1,138,040

MOTION PASSED BY UNANIMOUS CONSENT.

Article 6: Personnel Bylaw Classification & Update

To see if the Town will vote to approve the Personnel Classification and Compensation plans for Fiscal Year 2013 as submitted by the Personnel Board, and on file with the Town Clerk, or to take any other action relative thereto.

Explanation: This represents the proposed schedule for Fiscal Year 2013 as approved by the Personnel Board. It includes a 1.5% Cost of Living Adjustment for non-union employees covered by the Bylaw.

Finance Committee: RECOMMEND

FISCAL YEAR 2013 CLASSIFICATION & COMPENSATION PLAN

MANAGEMENT Compensation Plan - FY13 Budget

Grade	Position	Grade	Position
M-1		M-3	Building Commissioner Director Senior Center Library Director Planning & Conservation Agent Treasurer/Collector
M-2	Assistant Tax Collector Municipal Facilities Maint Mgr. Principal Assessor	M-4	Fire Chief System Manager Water & Sewer Town Accountant
		M-5	Highway Superintendent Town Engineer

COLA Increase % 1.50%

	1	2	3	4	5	6	7	8	9	10
1	38,425.48	39,290.06	40,174.08	41,078.00	42,002.26	42,947.31	43,913.62	44,901.68	45,911.97	46,944.98
2	48,030.72	49,111.41	50,216.42	51,346.29	52,501.58	53,682.87	54,890.73	56,125.77	57,388.60	58,679.85
3	60,041.23	61,392.16	62,773.48	64,185.88	65,630.07	67,106.74	68,616.64	70,160.52	71,739.13	73,353.26
4	69,045.15	70,598.67	72,187.14	73,811.35	75,472.10	77,170.23	78,906.56	80,681.95	82,497.30	84,353.49
5	74,226.15	75,896.24	77,603.90	79,349.99	81,135.36	82,960.91	84,827.53	86,736.15	88,687.71	90,683.19

OFFICE ADMINISTRATIVE Compensation Plan - FY13 Budget

<i>Grade</i>	<i>Position</i>	<i>Grade</i>	<i>Position</i>
OA-1	Library Assistant Meeting Minute Recorder	OA-3	Admin Assist Treasurer/Collector Asst. to the Town Accountant Asst. Treasurer
OA-2	Adm. Sec Water & Sewer Highway Clerk Circulation Librarian Principal Clerk -Fire, Building, Assessors	OA-4	Asst. Town Clerk Children's Librarian Adm. Sec/Comm Development Assessors' Admin Asst.
		OA-5	Adm. Asst. to Town Admin./BOS Adm. Supervisor/Bd Health

COLA Increase % 1.50%

Grade	1	2	3	4	5	6	7	8	9	10
1 Hourly	13.11	13.41	13.71	14.02	14.33	14.66	14.99	15.32	15.67	16.02
2 Hourly	15.75	16.11	16.47	16.84	17.22	17.61	18.00	18.41	18.82	19.25
3 Hourly	17.33	17.72	18.11	18.52	18.94	19.36	19.80	20.25	20.70	21.17
4 Hourly	19.91	20.36	20.82	21.29	21.77	22.26	22.76	23.27	23.79	24.33
5 Hourly	22.12	22.61	23.12	23.64	24.18	24.72	25.28	25.84	26.43	27.02

PUBLIC WORKS Compensation Plan - FY13 Budget

Grade	Position	Grade	Position
PM-1	Truck Driver/Laborer	PM-3	
PM-2	Asst Water/Sewer Operator Highway Laborer Operator	PM-4	Group Leader
		PM-5	Water Operator Chief Operator Highway Mechanic

**COLA %
Increase 1.50%**

	1	2	3	4	5	6	7	8	9	10
1 Hourly	\$16.78	\$17.16	\$17.54	\$17.94	\$18.34	\$18.75	\$19.17	\$19.61	\$20.05	\$20.50
2 Hourly	\$18.33	\$18.74	\$19.17	\$19.60	\$20.04	\$20.49	\$20.95	\$21.42	\$21.90	\$22.40
3 Hourly	\$19.23	\$19.67	\$20.11	\$20.56	\$21.02	\$21.50	\$21.98	\$22.48	\$22.98	\$23.50
4 Hourly	\$20.17	\$20.62	\$21.09	\$21.56	\$22.05	\$22.54	\$23.05	\$23.57	\$24.10	\$24.64
5 Hourly	\$22.27	\$22.77	\$23.28	\$23.81	\$24.34	\$24.89	\$25.45	\$26.02	\$26.61	\$27.21

MISCELLANEOUS Compensation Plan - FY13 Budget

Grade	Position	Grade	Position
MS-0	Library Page Cable Recording Assistant	MS-3	
MS-1	Senior Center Clerk Transfer Station Employees	MS-4	Senior Outreach Coordinator
MS-2	Cable Access Coordinator		

COLA % Increase 1.50%

	1	2	3	4	5	6	7	8	9	10
0 Hourly	\$8.00	\$8.30	\$8.49	\$8.68	\$8.88	\$9.08	\$9.28	\$9.49	\$9.70	\$9.92
1 Hourly	\$13.11	\$13.41	\$13.71	\$14.02	\$14.33	\$14.66	\$14.99	\$15.32	\$15.67	\$16.02
2 Hourly	\$15.75	\$16.11	\$16.47	\$16.84	\$17.22	\$17.61	\$18.00	\$18.41	\$18.82	\$19.25
3 Hourly	\$17.33	\$17.72	\$18.11	\$18.52	\$18.94	\$19.36	\$19.80	\$20.25	\$20.70	\$21.17
4 Hourly	\$19.91	\$20.36	\$20.82	\$21.29	\$21.77	\$22.26	\$22.76	\$23.27	\$23.79	\$24.33

* All employees currently in the MS Compensation classification who are currently receiving an hourly wage higher than that presented above for their relevant grade and step, shall remain at their current hourly wage until such exceeds their current hourly wage.

Public Safety Compensation Plan - FY13 Budget

Grade	Position	Grade	Position
PS-1	vacant	PS-5	Assistant Fire Chief Deputy Fire Chief
PS-2	Basic Call Fire Fighter Lt. Fire Fighter Part-time Dispatcher*	PS-6	Part-time EMT (on call)
PS-3	Captain Fire Fighter Part-time Reserve Officer*	PS-7	Full-time 911 Trainer
PS-4	Full-time Dispatcher	PS-8	
		PS-9	Administrative/Secretary/Dispatcher

* Police part-time position have a one year probationary period.

COLA % Increase 1.50%

	1	2	3	4	5	6	7	8	9	10
1 Hourly										
2 Hourly	\$13.11	\$13.41	\$13.71	\$14.02	\$14.33	\$14.66	\$14.99	\$15.32	\$15.67	\$16.02
3 Hourly	\$15.75	\$16.11	\$16.47	\$16.84	\$17.22	\$17.61	\$18.00	\$18.41	\$18.82	\$19.25
4 Hourly	\$17.33	\$17.72	\$18.11	\$18.52	\$18.94	\$19.36	\$19.80	\$20.25	\$20.70	\$21.17
5 Hourly	\$18.18	\$18.59	\$19.01	\$19.43	\$19.87	\$20.32	\$20.78	\$21.24	\$21.72	\$22.21
6 Hourly	\$19.09	\$19.52	\$19.96	\$20.41	\$20.87	\$21.34	\$21.82	\$22.31	\$22.81	\$23.33
7 Hourly	\$20.06	\$20.51	\$20.97	\$21.44	\$21.92	\$22.42	\$22.92	\$23.44	\$23.96	\$24.50
8 Hourly	\$21.06	\$21.54	\$22.02	\$22.52	\$23.02	\$23.54	\$24.07	\$24.61	\$25.16	\$25.73
9 Hourly	\$22.13	\$22.62	\$23.13	\$23.65	\$24.19	\$24.73	\$25.29	\$25.86	\$26.44	\$27.03

* All employees currently in the Public Safety Compensation classification who are currently receiving an hourly wage higher than that presented above for their relevant grade and step, shall remain at their current hourly wage until such time that the compensation plan exceeds their current hourly wage.

MOTION: I move that the Town vote to approve the personnel classification and compensation plans for Fiscal Year 2013 as printed in the handout entitled 'Fiscal Year 2013 Classification & Compensation Plan'.

MOTION PASSED BY MAJORITY VOICE VOTE.

Article 8: Adoption of Revised FY13-17 Capital Improvement Plan

To see if the Town will vote to approve the Town of Douglas FY13 – 17 Capital Improvement Plan as submitted by the Capital Improvement Committee, and to raise and appropriate, transfer, or borrow the sum of **\$386,616** to fund the following Capital Projects, or take any other action relative thereto.

Primary School – Bathroom Upgrade	\$75,000	
Highway Department Pickup Truck	\$33,000	
Building Maintenance Pickup Truck	\$25,000	
Financial Software		\$90,420
Highway Department Dump Truck	\$163,616	
Total	\$386,616	

Finance Committee: Recommend the funding of the Primary School Bathroom Upgrade

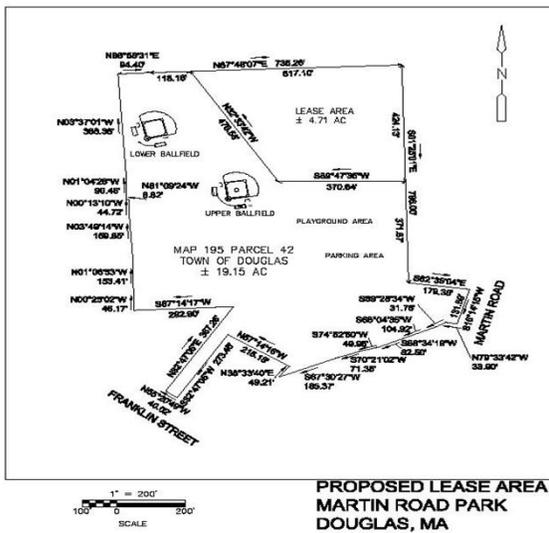
MOTION: I move that the Town vote to approve the Town of Douglas FY13 – 17 Capital Improvement Plan as submitted by the Capital Improvement Committee, and to transfer from the School Construction Account (Article 1, STM 10-21-00, Article 5, STM 4-4-02, and Article 4 STM 12-10-02) the sum of **\$75,000**, to fund the Primary School – Bathroom Upgrade.

MOTION PASSED BY MAJORITY VOICE VOTE.

Article 9: Martin Road Park – Land Lease

To see if the Town will vote to transfer custody of the below described land from the Recreation Commission to the Board of Selectmen for the purpose of recreation and lease, and to authorize the Board of Selectmen to lease such property on such terms as that board deems appropriate for a period of up to 10 years; or take any other action relative thereto.

Finance Committee: Recommend



MOTION: I move that the Town vote to transfer custody of the land described in the warrant from the Recreation Commission to the Board of Selectmen for the purpose of recreation and lease, and to authorize the Board of Selectmen to lease such property on such terms as that board deems appropriate for a period of up to 10 years

MODERATOR DECLARED ARTICLE PASSED BY MORE THAN 2/3RD VOICE VOTE

Article 10: Water Protection Overlay District Zoning Map & Bylaw Amendment

To see if the Town will vote to delete the current Water Protection Overlay District Zoning Map and Bylaw and replace with the following:

SECTION 8.0 OVERLAY DISTRICTS

8.1 WATER RESOURCE PROTECTION OVERLAY DISTRICT (WRPOD)

8.1.1 Purpose

To promote and protect the health, safety and general welfare of the Community by preserving and protecting surface and groundwater resources of the Town. It is necessary to prevent contamination of these water supplies from any use of land or building which may reduce the quality and/or quantity of the water resources.

8.1.2 Definitions

Aquifer: Geological formation composed of rock, sand, and gravel that contains significant potable water to public or private wells.

Discharge: The accidental or intentional spilling, leaking, pumping, emitting, emptying, or dumping of toxic or hazardous materials onto or into the waters or lands.

Groundwater: The subsurface water present in aquifers and recharge areas.

Impervious Surface: Materials or structures on or above the ground that do not allow precipitation to infiltrate the underlying soil.

Maximum Groundwater Elevation: The height of the groundwater table when it is at its maximum level of elevation. This level is usually reached during the months of December through April and allowances should be made therefore at other times of the year.

Mining of Land: The removal of geologic materials such as topsoil, sand and gravel, metallic ores, or bedrock to be crushed or used as building stone.

Recharge Areas: The area encompassing land and water surfaces through which precipitation enters the groundwater supply, and from which groundwater flows naturally or is drawn by pumping into a water supply well. This area is usually, but not always, of porous, permeable geologic deposits.

Zone I Area: The protective radius required around a public water supply well or wellfield. For public water system wells with approved yields of 100,000 gpd or greater, the protective radius is 400 feet. Tubular wellfields require a 250-foot protective radius. For the purpose of this Bylaw, the Zone I area for the Vacuum Tubular Well Field on West Street (DEP Source ID #2077000-01G) is 250 feet, and the Zone I areas for the remaining three wells are 400 feet.

Zone II Area: The area of an aquifer that contributes water to a well under the most severe pumping and recharge conditions that can be realistically anticipated (180 days of pumping at approved yield, with no recharge from precipitation).

Toxic or hazardous materials: Material including but not limited to, any material, in whatever form, which, because of its quantity, concentration, chemical, corrosive, flammable, reactive, toxic, infectious, or radioactive characteristics, either separately or in combination with any substance or substances, constitutes a present or potential threat to human health, safety, welfare, or to the environment, when improperly stored, treated, transported, disposed of, used, or otherwise managed. Hazardous materials have been defined and designated under the Massachusetts Oil and Hazardous Material Release Prevention and Response Act, Massachusetts General Law (M.G.L.), Chapter 21H, as amended, and regulations promulgated there under.

Waste: Including but not limited to the following:

Leachable Wastes: Waste materials including solid wastes, sludge, pesticides, fertilizers, agricultural wastes capable of releasing water contaminants to the environment.

Mining Waste: Any water carried or liquid waste resulting from the development or recovery of natural resources.

Process Wastewater: All wastewaters disposed on site other than sanitary wastewater.

Industrial Wastes: Any water carried or liquid wastes resulting from any process in industry, manufacturing, trade or business.

Septic Waste: Wastewaters arising from ordinary domestic water use as from toilets, sinks and bathing facilities, etc. and containing such concentrations and types of pollutants as to be considered normal wastes.

Solid Waste: Any discarded solid material consisting of combustible and non-combustible solid material including but not limited to garbage or rubbish.

Toxic or Hazardous Wastes: Any substance or mixture of substances which because of quantity, concentration, or physical, chemical, or infectious characteristics pose a substantial actual or potential hazard to water supplies; to human health, safety, or welfare; to the environment when improperly treated, stored, transported, used, or disposed of, or otherwise managed. Hazardous wastes have been defined and designated under the Massachusetts Hazardous Waste Management Act, Massachusetts General Law (M.G.L.) Chapter 21C, as amended, and regulations promulgated there under.

Water Resource District: Regions that encompass Massachusetts Department of Environmental Protection (DEP)-approved Zone I and II areas; along with other areas deemed to be contributory to a potential future municipal wells as identified in the June 1986 report titled "Comprehensive Evaluation of Groundwater Resources Douglas, Massachusetts" prepared by Geologic Services Corporation and Identified on "plate 5", with the areas referenced therein amended by a further report issued by Fay Spofford & Thorndike, dated July 15, 2009.. The Water Resource District is outlined on the map entitled "*Map of Water Resource District, Douglas Massachusetts*" prepared by Cartographic Associates, Inc. and dated February 27, 2012. Said map dated February 27, 2012 is hereby made part of this bylaw.

8.1.3 Authority

The Water Resource District as established by this Bylaw is an overlay district superimposed over other Zoning Districts. All uses, dimensional requirements and other provisions of the land in this district shall be subject to restrictions of this Bylaw in addition to those of the underlying districts. When the Water Resource District imposes greater or additional restrictions and/or requirements, such restrictions and/or requirements shall prevail. Any uses not permitted in underlying districts shall remain prohibited.

8.1.4 Zoning Administrator

The Board of Appeals is hereby authorized to appoint a Zoning Administrator, subject to confirmation by the Board of Selectmen to serve at the pleasure of the Board of Appeals pursuant to such qualifications as may be established by the Board of Selectmen.

8.1.5 Establishment

The Water Resource District, as defined herein, is herein established to include all specified lands within the Town of Douglas.

1. Where the bounds delineated are in doubt or in dispute, the burden of proof shall be upon the owner(s) of the land in question to show where they should be properly located. In any situation where the owner(s) of land in question doubt or dispute the delineation of a Water Resource District of any portion thereof the following procedure shall be followed:

Owner(s)/applicant shall file an application for a building permit with the Building Commissioner for the proposed use. If the Building Commissioner determines the proposed use is not permitted in the Water Resource District or that a Special Permit is required then the owner(s)/applicant may appeal the determination of the Building Commissioner directly to the Zoning Board of Appeals as provided in M.G.L. Chapter 40A, §§8 and 15, as amended.

8.1.6 Use Restrictions

Any uses permitted in portions of the Zoning Districts so overlaid shall be permitted subject to all provisions of the Water Resource District. All activities and uses within said Water Resource District shall be restricted to the following use provisions, provided that land uses within the Zone I of any public water supply well shall be further limited to those uses directly related to the public water system or will have no significant adverse impact on water quality. Use provisions are categorized as "A" - Permitted Uses, "B" Prohibited Uses, and "C" - Special Permit uses. A listing of use provisions within each category is as follows:

A. PERMITTED USES

These uses are permitted provided that all necessary permits, orders, and approvals required by Local, State, and Federal Laws are also obtained.

1. Conservation of soil, water, flora, and fauna.
2. Outdoor recreation such as boating, fishing, hunting where permitted, hiking, biking, horse riding and the like.
3. Farming, gardening, nursery, conservation, forestry, harvesting, and grazing uses provided that fertilizers, pesticides, herbicides, manure, and other leachable substances are not stored improperly so as to result in groundwater contamination.
4. Residential development density within the Water Resource Districts shall be no more than one (1) single family dwelling unit or duplex dwelling with on-site septic system per lot. Dimensional requirements in this instance shall conform to those established under RA Zones.
5. Single family or duplex dwelling lot size less than those under the RA Zoning District allowed by the Zoning Bylaws shall continue to be allowed within the Water Resource Districts only if such residential development is connected to municipal sewerage. Dimensional requirements for said lots shall conform to those allowed by the Bylaws.
6. Multi-family dwelling use shall be allowed only if such development is connected to municipal sewerage and water.

B. PROHIBITED USES

These uses are prohibited regardless of principal uses to which they may be related.

1. Discharge of toxic or hazardous materials and wastes upon the ground or into surface and/or groundwater within the Town of Douglas is prohibited.
2. The usage, manufacturing, processing, treating, storage or disposal of liquid or solid toxic and hazardous materials are prohibited except for storage of heating fuel for on-site use, and the storage of materials for public water supply treatment for on-site use, unless such storage is done in accordance with the storage requirements outlined in 310 CMR 22.21(2)(b)(5).
3. On-site disposal by any means of any waste materials other than domestic sewage wastes is prohibited.
4. Outdoor or underground storage of leachable wastes, hazardous or toxic materials, including but not limited to sludge, septage, chemicals, fertilizers, pesticides, herbicides, manure, road salt, de-icing compounds, etc., except for:
 - a. Installation or enlargement of subsurface waste disposal systems for residential dwellings;
 - b. Normal agricultural operations provided that agriculture-related materials, including but not limited to commercial fertilizers and animal manures, are stored within a structure(s) designed to prevent the generation and escape of contaminated runoff or leachate; and
 - c. Business or industrial uses involving on-site disposal systems for personal hygiene and for food preparation for residents, patrons, and employees.
5. Trucking or bus terminals, motor vehicle gasoline sales, motor vehicle service and repair shops, auto body and paint shops, car washes, boat service, and repair.
6. Commercial wood preserving and/or furniture stripping.
7. Solid waste landfills, dumps, junk and salvage yards. Disposal of demolition materials, brush, and stumps is also prohibited except as authorized and regulated by the Douglas Board of Health.

8. Dry cleaning establishments, metal plating, chemical and bacteriological laboratories, or any use involving the manufacturing, storage, use, treatment, transport, or disposal of toxic or hazardous wastes, except for the following:
 - a. Very small quantity generators, as defined by 310 CMR 30.00;
 - b. Household hazardous waste collection centers or events operated pursuant to 310 CMR 30.390;
 - c. Waste oil retention facilities required by MGL Chapter 21, Section 52A; and
 - d. Treatment works approved by the Massachusetts Department of Environmental Protection designed in accordance with 314 CMR 5.00 for the treatment of contaminated ground or surface waters.
9. Commercial animal feedlots, unless said feed lots are equipped with best management practices to prevent the contamination of surface or groundwater by stormwater run-off.
10. Underground or above-ground storage and/or transmission of oil, gasoline or other liquid petroleum products, excluding liquefied petroleum gasses and chemicals, except those uses incidental to:
 - a. Normal household use and outdoor maintenance or the heating of a structure;
 - b. Waste oil retention facilities required by MGL Chapter 21, Section 52A;
 - c. Emergency generators required by statute, rule or regulation; or
 - d. Treatment works approved by the Massachusetts Department of Environmental Protection designed in accordance with 314 CMR 5.00 for the treatment of contaminated ground or surface waters, provided that such storage listed in a-d of this subsection is either in a free standing container within a building or in a free standing container above-ground level with protection adequate to contain a spill the size of the container's total storage capacity; however, replacement of existing tanks or systems for the keeping, dispensing or storing of gasoline is allowed consistent with State and Local requirements.
11. Treatment or disposal works for non-sanitary wastewaters that are subject to 314 CMR 5.00, except the following:
 - a. The replacement or repair of an existing system(s) that will not result in a design capacity greater than the design capacity of the existing system(s); and
 - b. Treatment works approved by the Department designed for the treatment of contaminated ground or surface waters.
12. Stockpiling and/or disposal of snow or ice that contains sodium chloride, chemically-treated abrasives, or other chemicals used for snow or ice removal.
13. The removal of soil, loam, sand, gravel or any other mineral substances within four feet of the historical high groundwater table elevation (as determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey), unless the substances removed are redeposited within 45 days of removal on site to achieve a final grading greater than four feet above the historical high water mark, and except for excavations for the construction of building foundations or the installation of utility works, or wetland restoration work conducted in accordance with a valid Order of Condition issued pursuant to M.G.L. c. 131, § 40;
14. The rendering impervious of greater than fifteen percent (15%) or two thousand five hundred (2,500) square feet of any lot or parcel, whichever is greater, unless a system of storm water management and artificial recharge of precipitation is developed which is designed to prevent untreated discharges to wetland and surface water; preserve hydrologic conditions that closely resemble pre-development conditions; reduce or prevent flooding by managing peak discharges and volumes of runoff; minimize erosion and sedimentation; not result in significant degradation of

groundwater; reduce suspended solids and other pollutants to improve water quality and provide increased protection of sensitive natural resources. These standards may be met using the following or similar best management practices:

a. For lots or parcels occupied, or proposed to be occupied, by single or two family residences recharge shall be attained through site design that incorporates natural drainage patterns and vegetation in order to reasonably maintain pre-construction stormwater patterns and water quality to the extent practicable. Stormwater runoff from rooftops, driveways and other impervious surfaces shall be routed over lawn areas via sheet flow for no less than eight feet before discharging to a wetland, surface water, or impervious surface that lead to a street drain system. Dry well leaching pits can be used in lieu of eight feet of lawn for rooftop runoff. The site design must direct only the added impervious surface run off. No site design is needed, if the street drain system has water quality and recharge installed at the outfall.

b. For lots occupied, or proposed to be occupied by other uses, a Special Permit from the Planning Board is required to ensure that an adequate system of storm water management and artificial recharge of precipitation is developed.

C. SPECIAL PERMIT USES

Within the Water Resource Districts the following uses shall be allowed by Special Permit only.

1. Any use involving the retention of less than thirty percent (30%) of lot area in its natural state with no more than minor removal of existing trees and ground vegetation.
2. Rendering impervious more then twenty percent (20%) of the lot area.
3. On-site wastewater disposal of more than fifteen thousand (15,000) gallons per day regardless of lot area.
4. Expansion of on-site wastewater disposal.
5. Removal of soil, loam, sand, gravel or other earthen materials and/or mining of land except for uses incidental to permitted uses including but not limited to installation or maintenance of structural foundations, utility conduits or on-site sewage disposal systems. Any such removal requiring a Special Permit shall leave not less than ten (10) feet of material from the maximum high groundwater elevation as determined on a site-by-site basis by a qualified hydrogeologist. The cost of such determination shall be the responsibility of the applicant.
6. Campgrounds, picnic areas and commercial recreation areas.

8.1.7 Drainage

All runoff from impervious surfaces shall be recharged on the site by being diverted toward areas covered with vegetation for surface infiltration to the maximum extent possible and practicable. Stormwater infiltration basins must be designed to handle a twenty-five (25) year storm. Dry wells shall be used only where other methods are infeasible, and shall be preceded by oil, grease and sediment traps to facilitate removal of contamination. Any and all retention areas and structures shall be permanently maintained in full working order by the owner.

8.1.8 Special Permit Granting Authority (SPGA)

The Special Permit Granting Authority shall be the Planning Board. A permit shall be granted if the SPGA determines that the intent of this regulation and its specific criteria are met.

8.1.9 Procedures for Issuance of Special Permits

1. This Special Permit procedure must precede the granting of any other required permit by the Town of Douglas.
2. Each application for a Special Permit shall be filed with the Town Clerk for transmittal to the Planning Board and shall be accompanied by nine (9) copies of the plan. The plan shall be prepared to scale by a professional architect, professional engineer, or registered land surveyor, and shall show among other things all property boundaries; all existing and proposed placement of buildings, structures, parking spaces, loading areas, driveway openings, driveways, service areas, and all facilities for surface and ground drainage and erosion controls; all landscape features denoting vegetated, non-vegetated, pervious and impervious areas and adequate

information to clearly show existing and proposed topography. Such Special Permit shall be granted if the Planning Board determines that the intent of this Bylaw as well as its specific criteria are met. In making such determination, the Planning Board shall give consideration to the simplicity, reliability and feasibility of the control measures proposed and the degree of threat to water quality that would result if the control measures failed, and shall also give consideration to the recommendation of the Board of Health, Board of Selectmen, Building Commissioner(s), Conservation Commission, Water Commissioners, and Highway Department.

3. All information necessary to demonstrate compliance with this Bylaw must be submitted, including but not limited to the following and such other information as may be required by the Special Permit Granting Authority:

a. A complete list of all chemicals, pesticides, fuels and other toxic or hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use, accompanied by a description of measures to protect from vandalism, corrosion and leakage, and to provide for control of spills.

b. A description of toxic and hazardous wastes to be generated, indicating storage and disposal method.

c. Evidence of application to the Massachusetts Department of Environmental Protection of any industrial waste treatment or disposal system, or any wastewater treatment system over 15,000 gallons per day capacity, accompanied by analysis by a Professional Engineer in Sanitary or Civil Engineering registered in the Commonwealth of Massachusetts certifying Compliance consistent with this Bylaw.

4. Upon receipt of the Special Permit application, the Town Clerk shall transmit one (1) copy each to the Board of Health, Board of Selectmen, Building Commissioner, Conservation Commission, Water Commissioner, and Highway Department for their written recommendations. Failure to respond in writing to the Planning Board within thirty-five (35) days shall indicate approval by said Agency or Board. Further, the Planning Board shall forthwith upon receipt transmit copies of any such recommendations to the applicant prior to the Public Hearing.

5. After Notice and Public Hearing, which shall be held within sixty-five (65) days after the filing of an application, and after coordinating, clarifying, and weighing the comments and recommendations of the Agencies and Boards mentioned above, the Planning Board may within ninety (90) days of receipt of the application grant, by a two thirds (2/3) vote of its members, such a Special Permit provided that it finds that the proposed use:

a. Is in harmony with the purpose and intent of this Bylaw and will not materially adversely affect the purpose of the Water Resource District;

b. Will not, during construction or thereafter, have an adverse environmental impact on any aquifer or recharge area in the town;

c. Is appropriate to natural topography, soils, and other characteristics of the site to be developed.

6. Failure of the SPGA to act within ninety (90) days shall be deemed as a granting of the Special Permit. In the granting of any Special Permit the Planning Board may attach such conditions as they deem reasonable and appropriate in maintaining and enforcing the purpose and intent of this Bylaw.

7. The Town Building Commissioner shall certify in writing to the Planning Board that any and all Special Permit conditions and/or requirements of such a Special Permit have been fully complied with prior to the granting of an occupancy permit to the applicant and/or owner(s).

8.1.10 Nonconforming Uses

Nonconforming uses which are lawfully existing, begun or in receipt of a Building or Special Permit prior to first publication of Notice of Public Hearing for this Bylaw may be continued. Such nonconforming uses may be extended or altered, as specified in M.G.L. Chapter 40A, Section 6, as amended, and the Douglas Zoning Bylaws, provided that there is a finding that such change does not increase the danger of groundwater pollution from such use. Applicants shall follow procedures specified in Section 8.1.9 of this Bylaw.

8.1.11 Violation

Written notice of any violation shall be provided by the Building Commissioner or its Agent(s) to the owner of the premises, specifying the nature of the violation(s) and a schedule of compliance, including cleanup of any

spilled materials (which is reasonable in relation to the public health hazard involved). In no event shall more than thirty (30) days be allowed for either compliance or finalization of a plan for longer term compliance.

8.1.12 Enforcement

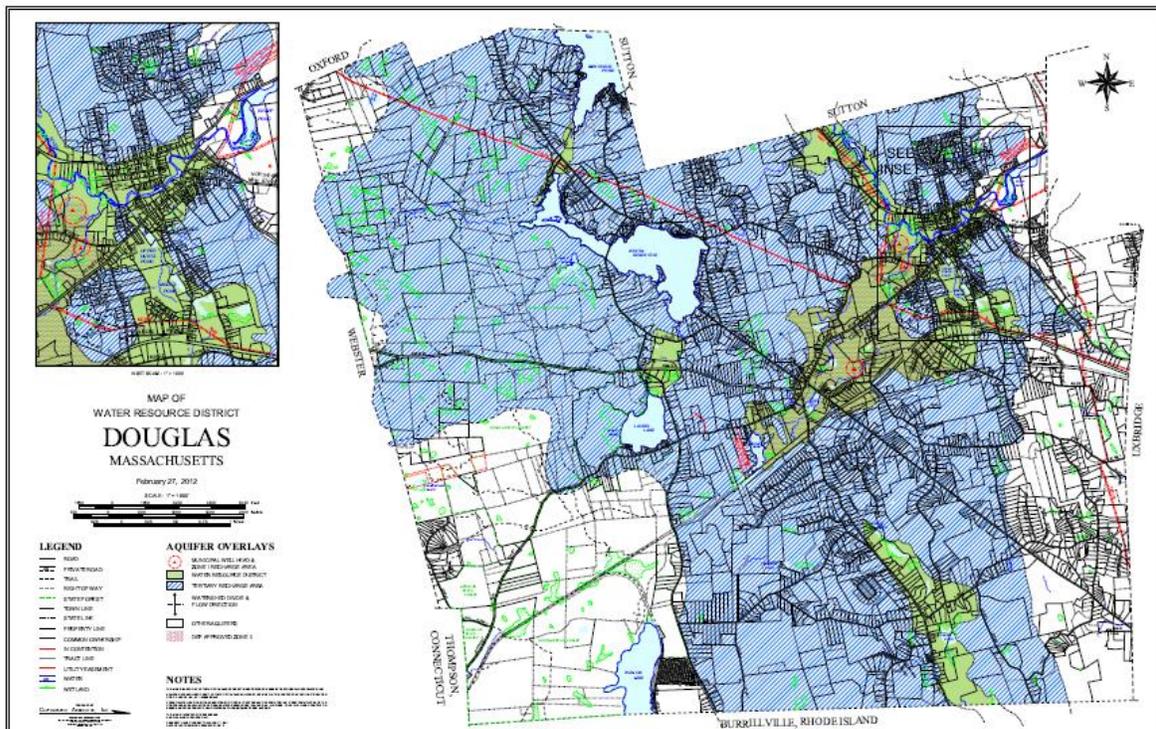
Evidence of non-compliance shall be reported to the Building Commissioner in writing or its Agent(s) for enforcement action. The Building Commissioner or its Agent(s) may enter upon the premises at any reasonable time to inspect for compliance with the provisions of this Bylaw. Evidence for compliance with approved waste treatment or disposal plans may be required by the Enforcing Agent. Upon refusal for admission to inspect premises, the Building Commissioner or its Agent(s) may apply to the District Court for a search warrant based on probable cause to inspect said premises.

8.1.13 Penalty

Penalty for failure to comply with the provisions of this Bylaw shall be \$200 per day of violation.

8.1.14 Conflict with Other By-laws

This Bylaw shall not repeal, annul, or in any way impair or remove the necessity of compliance with any other Bylaw, Ordinance, Law or Regulation. Where this Bylaw and another impose differing standards for the promotion and protection of health, safety and welfare, the provisions of the more stringent Bylaw shall prevail.



MOTION: I move that the Town vote to delete the current Water Protection Overlay District Zoning Map and Bylaw and replace it with the Water Protection Overlay District Zoning Map as printed in the warrant, and the amended Bylaw as printed in the handout entitled 'SECTION 8.0 OVERLAY DISTRICTS – 8.1 WATER RESOURCE PROTECTION OVERLAY DISTRICT'.

MODERATOR DECLARED ARTICLE PASSED BY MORE THAN 2/3RD VOICE VOTE.

Article 12: Personnel Bylaw Amendment

To see if the Town will vote to delete the Personnel Bylaw in its entirety and replace it with the following:

DOUGLAS PERSONNEL BYLAW

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I.	<u>GENERAL PROVISIONS</u>	

A. PURPOSE

The provisions of this Personnel Bylaw (herein referred to as the Bylaw) shall be for the purpose of providing, creating and supervising personnel policies in the Town of Douglas, Massachusetts.

B. APPLICATION

The Bylaw shall apply to all employees, except those positions filled by popular election, those under contract, those covered by a collective bargaining agreement, and those under the direction and control of the School Committee. The Bylaw and Personnel Policies and Procedures may be used as a guide for authorized officials in determining the compensation of and personnel policies for the exempted employees listed above. The Bylaw shall go into effect no later than thirty (30) days from the date of its adoption.

C. BYLAW SUPERIORITY

This Bylaw supersedes any policies, directives or personnel procedures now in effect, unless otherwise provided or mandated by law.

D. SEVERABILITY

Should any portion, section or provision of this Bylaw be found invalid for any reason, that finding shall not affect the validity and force of any other section, portion or provision of this Bylaw.

II. CREATION OF THE PERSONNEL BOARD

A. There shall be an unpaid Personnel Board consisting of five (5) town residents to be appointed as follows:

Two (2) members by the Board of Selectmen

Two (2) members by the Finance Committee

One (1) member by the Town Clerk

All members of the Personnel Board should not be in conflict with any provisions of the Massachusetts Conflict of Interest Law M.G.L. 268A. All appointments will be for three (3) year terms. Any member may be reappointed. In the event of a vacancy on the Board, it shall be filled by the same appointing authority for the unexpired term.

- B.** In making these appointments, the appointing authority shall give consideration to the personal qualifications of those citizens who will best meet the responsibility of the Board to represent both Town employees and taxpayers. If possible, the make-up of the Board shall consist of people who are familiar with the principles and experienced in the methods and practices of labor relations and personnel administration.
- C.** Forthwith after its appointment, and annually, a majority of the Board shall meet and organize by electing a chairman, vice-chairman and secretary. A majority of the Board shall constitute a quorum for the transaction of business. A majority of the Board shall determine the action the Board must take on all matters which it is authorized or required to act upon under this Bylaw.
- D.** The Board shall be vested with all the powers and duties specified in the General Laws of the Commonwealth, Chapter 41, Section 108C.
- E.** The Board shall be vested with the authority to promulgate such rules and regulations as are necessary for the proper administration of this Bylaw and any classification and compensation plans adopted hereunder.
- F.** The Town Administrator shall be responsible for the administration of this Bylaw and any classification and compensation plans and such rules and regulations regarding such plans as may be promulgated by the Personnel Board. The Town Administrator or his/her designee shall maintain adequate personnel records of all employees occupying positions subject to this Bylaw and any classification and classification plans. He or she shall furnish the Board with information and make recommendations as to initial classification, approval of reports, the settlement of grievances and any other actions relevant to this Bylaw.
- G.** The Personnel Board secretary shall keep proper and adequate records of said meetings and hearings.
- H.** The Personnel Board secretary shall record decisions of the Board and advise affected departments and employees in each instance. He or she shall work under the authority and direction of the Board in implementing and administering the provisions of this Bylaw.
- I.** The Board may adopt rules and regulations, consistent with the provisions of the Bylaw, for the conduct of any hearing before it.
- J.** The Board shall establish a classification and compensation plan and shall review it annually. The Board shall recommend action necessary to maintain said plan and/or policies fairly and equitably. Said recommendations may take the form of an article on the warrant for consideration by any annual or special town meeting, provided that such action is in conformance with the General Bylaws of the Town. Such recommendations shall be made available for use by all departments in preparing their annual budgets.
- K.** The Board shall maintain written job descriptions and specifications of the classes in the classification plan for the administration of this Bylaw.
- L.** The Board shall make an annual report in writing, which shall be included in the annual Town Report.
- M.** The Board in carrying out its duties under this Bylaw shall exercise the town policy of equal employment opportunity.

- N. The Personnel Board has the authority to establish and amend the Personnel Policies and Procedures for the Town subject to final approval by the Board of Selectmen. The Personnel Board shall hold a public hearing prior to such amendments to the Personnel Policies and Procedures becoming effective.

III. COOPERATION OF PERSONNEL BOARD WITH OTHER COMMITTEES AND BOARDS

The Personnel Board, upon request, shall confer with the Board of Selectmen and Finance Committee, in regards to wages, salaries, hours and conditions of employment of town employees.

IV. DEFINITIONS

“Full-time employee,” an employee regularly scheduled to work a minimum of thirty (30) hours per week for fifty-two (52) weeks per year.

“Regular Part-time employee,” an employee regularly scheduled to work twenty (20) to twenty-nine (29) hours per week for fifty-two (52) weeks per year or a minimum of 1,040 hours.

“Limited Part-time employee,” an employee who works fewer than 20 regularly scheduled hours per week or fewer than 1,040 hours a year for fifty-two (52) weeks per year.

“Temporary, Fill-in, Seasonal or Per Diem employee,” an employee who works less than 1,040 hours per year and less than fifty-two (52) weeks per year.

All other definitions are listed in the Town of Douglas Personnel Policies and Procedures.

V. EMPLOYEE BENEFITS

A. VACATION

A vacation week is based on the number of days an employee normally works in a scheduled week.

For full-time employees and department heads, paid vacation and personal days are as follows:

Years of Service	Vacation Weeks	(Personnel) Personal Days
1	1	3
2	2	3
5	3	3
10	4	3
15	5	3
20	6	3

For regular part-time employees, paid vacation and personal days are as follows:

Years of Service	Vacation Weeks	(Personnel) Personal Days
1	1	2
2	2	2
5	3	2
12	4	2

Employees wishing to use vacation time shall submit a request in writing to the department head at least two weeks in advance of the time to be used, unless the supervisor agrees to shorter notice. Department heads shall submit written requests to the appointing authority at least two weeks in advance of the time to be used, or as directed by the appointing authority.

B. HOLIDAYS

Full-time and regular part-time employees shall be entitled to the holidays as follows:

- New Year's Day
- Martin Luther King Day
- Presidents Day
- Patriots Day
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- ½ day Christmas Eve + Christmas Day

If the holiday falls on Saturday, the holiday will be observed on Friday for employees who normally work on Friday. If it falls on Sunday, it will be observed on Monday for employees who normally work on Monday. Holiday pay for full-time and regular part-time, non-exempt employees shall be paid for the hours normally scheduled for that day. Limited part-time, temporary, fill-in, per diem and seasonal employees shall not receive holiday pay.

Non-exempt full-time and regular part-time employees performing their official duties on a holiday and employees performing emergency work on a holiday shall be paid at the rate of one and one-half their basic hourly rate of compensation.

C. SICK DAYS

A full-time or regular part-time employee shall be granted non-occupational sick leave with full pay as follows:

- Employees will begin accruing sick leave from their date of hire. However, they will not be eligible to utilize such leave until completion of the probationary period.
- Subsequent accrual will be based on a fiscal year.
- Sick leave shall be credited monthly at a rate of 1.25 days (or hours equivalent to one and a quarter normal work days) per month after each month of employment and may be rolled over from fiscal year to fiscal year with a maximum of 120 days.

- Employees who are off the payroll for more than one day in the month shall not be credited with sick leave for that month, unless under the provisions of the Family Medical Leave Act (FMLA).
- Limited part-time, temporary, fill-in, per diem and seasonal employees shall not receive sick pay.

Additionally, any permanent full-time or regular part-time employee who has accrued a minimum of 8 sick days may join the Sick Leave Bank and must contribute a minimum of 3 days (or hours equivalent to 3 normal work days) during their initial enrollment year and at least one (1) sick day (or equivalent hours) per year thereafter. New employees are eligible to join after seven (7) months of employment if they have accrued eight (8) sick days. The total contribution of sick days is at the discretion of each employee. No contributed sick days shall be returned to the employee upon withdrawal from the Sick Leave Bank.

D. TUITION REIMBURSEMENT

Full-time employees who have worked for the Town for at least one year are eligible for reimbursement for tuition, registration fees, and books for work-related courses which serve to improve their knowledge and skills related to their positions with the Town. Reimbursement will be at an annual maximum of \$2,000.00.

Approval for the particular course must be requested prior to enrollment in order to be eligible for reimbursement and in order to qualify must have the recommendation of the department head and the approval of the Board of Selectmen. Approval is subject to sufficient municipal funds. Reimbursement shall be made subject to successful completion of the course or program. The Town shall require the employee to sign an agreement to remain in the Town's employment for a period of up to two years after completion of the course or else be willing to reimburse the Town for the funds.

To receive reimbursement a fully executed copy of the Educational Assistance Request Form contained in the Personnel Policies and Procedures along with proof of payment to the educational institution and an official transcript of the grade must be submitted.

E. BEREAVEMENT LEAVE

Every full-time and regular part-time employee shall be entitled to a maximum of five days (or hours equivalent to five (5) normal work days) absence without loss of pay shall be permitted in case of death of a member of his or her immediate family. Immediate family is defined as spouse or child. A maximum of three (3) days (or hours equivalent to three (3) normal work days) absence without loss of pay shall be permitted in the case of death of any other family member which would include parent, brother, sister, parent of spouse, grandparent, brother-in-law, sister-in-law, grandchild or a person living in the employee's household. Limited part-time, temporary, fill-in, per diem and seasonal employees are not eligible for bereavement leave.

VI. PERSONAL LEAVE

All fulltime employees are entitled to three (3) days of personal leave with pay each fiscal year to be earned and taken in the same manner as vacation benefits for the purpose of attending to personal business which unavoidably conflicts with the employee's work schedule or to observe religious holidays. All regular part-time employees are entitled to two (2) days (or hours equivalent to two normal work days) of personal leave with pay. Personal leave that is not utilized by June 30th of the year in which it is credited shall be forfeited.

Or take any other action related thereto.

Finance Committee: Recommend

MOTION: I move that the Town vote to delete the Personnel Bylaw in its entirety and replace it with the Personnel Bylaw as written in the warrant with the following correction: in Section V. Employee Benefits, A. Vacation change the word Personnel Days in the two charts to Personal Days.

MOTION PASSED BY MAJORITY STANDING VOTE. YES-44; NO-16

Article 19: Street Acceptance – Smith Hill Way

To see if the Town will vote to accept as a public way “Smith Hill Way”, as heretofore laid out by the Board of Selectmen as shown on the plan of land entitled “Road Acceptance Plan for Smith Hill Way in Douglas, MA” dated March 1, 2012, a copy of which is on file with the Town Clerk, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said Smith Hill Way for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action related thereto.

MOTION: I move that the Town vote to accept as a public way Smith Hill Way, as heretofore laid out by the Board of Selectmen as shown on the plan of land entitled “Road Acceptance Plan for Smith Hill Way in Douglas, MA” dated March 1, 2012, a copy of which is on file with the Town Clerk, **and further move** to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said way for all purposes for which public ways are used in the Town of Douglas, **and finally, move** to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisition, on such terms and conditions as the Board of Selectmen deems appropriate.

MOTION PASSED BY UNANIMOUS CONSENT.

Motion made and seconded to dissolve Annual Town Meeting.

The meeting adjourned at 8:28 PM

True Copy, ATTESTED; Christine E. G. Furno, CMC/CMMC, Douglas Town Clerk

**ANNUAL TOWN MEETING
SUMMARY
MAY 7, 2012/JUNE 11, 2012**

MONEY TO BE RAISED & APPROPRIATED: (from tax levy)		
Articles 1, 2, & 3	General Government	\$24,509,744
MONEY TO BE TRANSFERRED:		
Articles 1,2, & 3	from STM 11/15/10 Art.3 Public Safety Complex	\$90,000
	from Ambulance Receipts	\$284,198
	from Free Cash	\$414,840
	TOTAL	\$789,038
ENTERPRISE FUND (TRANSFER STATION):		
Article 4	Appropriate from Transfer Station charges and fees	\$270,713

ENTERPRISE FUND (Water/Sewer)		
Article 5	Appropriate from Water/Sewer charges and fees	\$876,137
	Transfer from Water/Sewer Reserved for Debt Account	\$261,903
	TOTAL WATER/SEWER	\$1,138,040

REVOLVING ACCOUNTS:

Article 7	Simon Fairfield Library Board of Trustees	\$500
	Board of Health – Home Composting Program	\$2,500
	Planning Board 53E ½	\$50,000
	Conservation 53E ½	\$50,000
	Zoning Board of Appeals 53E ½	\$50,000

MONEY TO BE TRANSFERRED: (from School Const. Acct. STM 10/21/00 Art. 1, STM 4/4/02 Art. 5, STM 12/10/02 Art. 4)

Article 8	To fund Primary School–Bathroom Upgrade	\$75,000
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MONEY TO BE TRANSFERRED: from Stabilization Fund

Article 11	Prep. of final design plans, specification, procurement costs, and const. of waterline loop on the grounds of the Primary and Elm. Schools	\$70,000
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**ANNUAL TOWN ELECTION
TUESDAY, MAY 8, 2012
(Amended)**

**Voted 688 ~ 11%
5995 Reg. Voters**

Pursuant to the foregoing warrant the inhabitants of the said Town of Douglas who are qualified to vote in elections and town affairs met in the Municipal Center Gymnasium, 29 Depot Street, Douglas on Tuesday, May 8, 2012.

The following were sworn to faithful performance of their duties as election officers for Precinct One: Constable – Debra Blain; Ballot Clerks – BettyAnn McCallum, Patricia Brule, Brittany L. Furno; Ballot Checkers – Elaine Kelly, Patricia Koslak.

The following were sworn to faithful performance of their duties as election officers for Precinct Two: Ballot Box Attendant – Felix Yacino; Ballot Clerks – Anne Burgess, Lois Garrison; Ballot Checkers – Lorraine Tetreau, Jaime Marks.

The following were sworn to faithful performance of their duties as election officers for Precinct Three: Constable – Carol E. Field; Ballot Clerks – Patricia Small, Donna Frabotta; Ballot Checkers – Monica Prunier, Hope Field.

Tabulators – Christine E. G. Furno and Eileen F. Damore

The warrant was read by the Town Clerk, Christine E. G. Furno, and the polls were opened at 8:00 a.m. The Town of Douglas voted as follows:

	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
<u>MODERATOR – 3 Years</u>				
Blanks	45	58	50	153
Keith M. Menard	189	165	181	535
Write-In/Other	-	-	-	-
TOTAL	234	223	231	668
<u>TOWN CLERK – 3 Years</u>				
Blanks	47	52	42	141
Christine E.G. Furno	187	171	188	546
Write-In/Other	-	-	1	1
TOTAL	234	223	231	688

	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
<u>SELECTMEN – 3 Years (vote for 2)</u> <i>RECOUNT FILED - see Page 76</i>				
Blanks	99	82	100	281
Michael D. Hughes	115	135	122	372
Keith F. Brown	139	109	112	360
Donald P. Gonynor	113	120	128	361
Write-In/Other	2	-	-	2
TOTAL	468	446	462	1376
<u>ASSESSOR – 3 Years</u>				
Blanks	69	77	63	209
John A. Blatchford Jr.	165	146	168	479
Write-In/Other	-	-	-	-
TOTAL	234	223	231	688
<u>SCHOOL COMMITTEE – 3 Years (vote for 2)</u>				
Blanks	201	209	230	640
Gina M. Muscatell	125	118	115	358
John C. Snay	142	119	117	378
Write-In/Other	-	-	-	-
TOTAL	468	446	462	1376
<u>AGENT MOSES WALLIS DEVISE – 1 Year</u>				
Blanks	59	60	54	173
Betty A. Therrien	175	163	177	515
Write-In/Other	-	-	-	-
TOTAL	234	223	231	688
<u>TRUSTEE PUBLIC LIBRARY – 3 Years</u>				
Blanks	73	79	77	229
Merritt D. Tetreault	161	144	154	459
Write-In/Other	-	-	-	-
TOTAL	234	223	231	688
<u>TRUSTEE PUBLIC LIBRARY – 1 Year (to fill vacancy)</u>				
Blanks	83	78	83	244
Danielle L. Morrow	151	145	147	443
Write-In/Other	-	-	-	-
TOTAL	234	223	231	688
<u>CEMETERY COMMISSION</u>				
Blanks	75	75	77	227
Virginia O'Brien Petraglia	159	148	152	459
Write-In/Other	-	-	2	2
TOTAL	234	223	231	688
<u>WATER/SEWER COMMISSION – 3 Years</u>				
Blanks	65	64	51	180
Keith R. Bloniasz	169	159	180	508
Write-In/Other	-	-	-	-
TOTAL	234	223	231	688
<u>RECREATION COMMISSION – 3 Years</u>				
Blanks	68	87	70	225
David C. Hasemann	166	136	161	463
Write-In/Other	-	-	-	-
TOTAL	234	223	231	688

	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
<u>PLANNING BOARD – 5 Years (vote for 2)</u>				
Blanks	96	80	104	280
Ebenezer W. Chesebrough	128	142	124	394
Robert B. Werme, Jr.	110	113	132	355
Michael J. Greco	132	111	102	345
Write-In/Other	2	-	-	2
TOTAL	468	446	462	1376

The polls closed at 8:00 p.m.

A True Copy ,ATTESTED: Christine E. G. Furno, CMC/CMMC, Douglas Town Clerk

RECOUNT FILED:

On May 9, 2012 at approximately 11:00 a.m. the ballots were removed from the Town Clerk’s office by Police Lt. Nick Miglianico. Lt. Miglianico examined the ballot boxes that they were secured, sealed and signed by the Constables.

A recount petition was filed on May 17, 2012 for the Selectmen Race by Mr. Keith Brown, Candidate for Board of Selectmen. A recount for Selectmen was held on May 24, 2012 at 12:00 p.m. in the Municipal Center Resource Room. The following people were sworn in as election recount workers:

Ballot Reader: Patricia Brule Tally Clerk: Patricia Koslak

Ballot Reader: Eileen Damore Tally Clerk: Marleen Bacon

Ballot Reader: BettyAnn McCallum Tally Clerk: Carol Field

Runner: Julie Kessler

Total Precinct Tally Clerk: Jeanne Lovett, Town Accountant

Also present:

Town Counsel: Richard Bowen

Registrars: Christine E.G. Furno, Anne Resan, Mary Sughrue and Elaine Kelly

Keith Brown’s Agents: Thomas Hollaway, Counsel; Kathleen Anderson, Paula Brouillette, Mitch Cohen, Kathleen Donaghue, Lisa Moczynsk, Gina Muscatell, Shirley Moczynski, Gail Swenson and Kimball Simpson.

Donald Gonynor’s Agents: Jennifer Modica, Elliott Chesebrough, Lea Gonynor, Phillip Kumbatovic, Tracy Sharkey, Jeffrey LaPorte and Michael Greco

The results of the recount for Selectmen are as follows:

	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
<u>SELECTMEN – 3 Years (vote for 2)</u>				
Blanks	99	81	100	280
Michael D. Hughes	115	136	122	373
Keith F. Brown	139	109	113	361
Donald P. Gonynor	113	120	127	360
Write-In/Other	2	0	0	2
TOTAL	468	446	462	1376

A True Copy, ATTEST Christine E. G. Furno, CMC/CMMC, Douglas Town Clerk

**TOWN OF DOUGLAS
SPECIAL TOWN MEETING
Monday, June 11, 2012**

Pursuant to the foregoing warrant the inhabitants of the Town of Douglas who are qualified to vote in elections and town affairs met at the Douglas High School Auditorium on 33 Davis Street on Monday, June 11, 2012 at 7:00 PM. There being a quorum present (73 registered voters); the meeting was called to order by the Moderator, Keith M. Menard. After saluting the flag, the service of the warrant and the Constable's return was read by Mr. Keith Menard. Mr. Menard did an introduction of Non-Resident Members of Town Meeting, an introduction of the Finance Committee and the Board of Selectmen. Mr. Menard explained how the Town Meeting will be run and the rules of Town Meeting. At this time, the Town voted as follows:

Article 1: Retirement of bonds in connection with the High School Construction Project

To see if the Town will appropriate school construction grant funds received from the Massachusetts School Building Authority to retire prior to their stated dates of maturity a portion of the Town's school bonds originally issued in November 2002 and May 2004, respectively, in accordance with Chapter 44, Section 53B of the General Laws, or take any other action relative thereto.

MOTION: I move that in accordance with Chapter 44, Section 53B of the General Laws, \$5,111,209 received by the Town from the Massachusetts School Building Authority on account of school construction projects undertaken by the Town in 2002 and 2004 is appropriated to retire prior to their stated dates of maturity, a \$2,159,929 portion of the Town's \$9,900,000 School Bonds originally issued in November, 2002, and a \$2,951,280 portion of the Town's \$4,850,000 School Bonds originally issued in May, 2004.

Finance Committee: Recommend

MOTION PASSED BY UNANIMOUS CONSENT.

Article 2: High School Computer Network Infrastructure

To see if the Town will vote to transfer the sum of \$33,441 from the School Construction Account (Article 1, STM 10-21-00, Article 5, STM 4-4-02, Article 4, STM 12-10-02) for the purpose of purchasing and installing High School Computer Network Infrastructure, or take any other action relative thereto.

MOTION: I move that the Town vote to transfer the sum of **\$33,441** from the School Construction Account (Article 1, STM 10-21-00, Article 5, STM 4-4-02, Article 4, STM 12-10-02) for the purpose of purchasing and installing High School Computer Network Infrastructure.

MOTION PASSED BY MAJORITY VOICE VOTE.

Article 3: Transfer of School Construction Funds

To see if the Town will vote to transfer the sum of \$51,032.34 from the School Construction Account (Article 1, STM 10-21-00, Article 5, STM 4-4-02, Article 4, STM 12-10-02) to the Elementary School Construction Account, or take any other action related thereto.

MOTION: I move that the Town vote to transfer the sum of **\$51,032.34** from the School Construction Account (Article 1, STM 10-21-00, Article 5, STM 4-4-02, Article 4, STM 12-10-02) to the Elementary School Construction Account.

MOTION PASSED BY MAJORITY VOICE VOTE.

Meeting dissolved at 7:24 PM.

A True Copy, ATTEST: Christine E. G. Furno,
CMC/CMMC, Town Clerk



Keith Menard, Town Moderator

**Town of Douglas
SPECIAL TOWN MEETING
SUMMARY
June 11, 2012**

MONEY TO BE TRANSFERRED: (School Const. Acct. STM 12/10/00 Art. 1, STM 4/4/02 Art. 5, STM 12/10/02 Art. 4)

Article 2	Purchase/Install H.S. Computer Network	\$33,441.00
Article 3	To Elementary School Const. Acct.	\$51,032.34

**STATE PRIMARY ELECTION
SEPTEMBER 6, 2012**

Voted 213 ~ 3%
6059 Reg. Voters

Pursuant to the foregoing warrant the inhabitants of the said Town of Douglas who are qualified to vote in elections and town affairs met in the Municipal Center Gymnasium, 29 Depot Street, Douglas on Thursday, September 6, 2012.

The following were sworn to faithful performance of their duties as election officers for Precinct One: Constable – Debra Cygielnik-Blain; Ballot Clerks – Patricia Brule, BettyAnn McCallum; Ballot Checkers – Patricia Koslak. Elaine Kelly.

The following were sworn to faithful performance of their duties as election officers for Precinct Two: Ballot Box Attendant – Felix Yacino; Ballot Clerks – Anne Burgess; Lois Garrison; Ballot Checkers – Lorraine Tetreau, Susan Kinney.

The following were sworn to faithful performance of their duties as election officers for Precinct Three: Constable – Carol E. Field; Ballot Clerks – Patricia Small, Jaime Marks; Ballot Checkers – Monica Prunier, Hope Field.

Tabulators: Christine E.G. Furno, Eileen F. Damore

The warrant was read by the Town Clerk, Christine E. G. Furno, and the polls were opened at 7:00 a.m. The Town of Douglas voted as follows:

DEMOCRATIC PARTY

	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
<u>SENATOR IN CONGRESS</u>				
Blanks	4	7	11	22
Elizabeth A. Warren	22	23	31	76
Write-In - Scott Brown	2	1	4	7
TOTAL	28	31	46	105
<u>REPRESENTATIVE IN CONGRESS</u>				
Blanks	3	2	5	10
James P. McGovern	23	24	39	86
William Feegbeh	2	5	2	9
Write-In/Other	0	0	0	0
TOTAL	28	31	46	105
<u>COUNCILLOR</u>				
Blanks	28	31	46	105
Write-In/Other	0	0	0	0
TOTAL	28	31	46	105
<u>SENATOR IN GENERAL COURT</u>				
Blanks	4	5	5	14
Richard T. Moore	24	26	41	91
Write-In/Other	0	0	0	0
TOTAL	28	31	46	105

	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
<u>REPRESENTATIVE IN GENERAL COURT</u>				
Blanks	6	6	12	24
Donald D. Bourque	22	25	34	81
Write-In/Other	0	0	0	0
TOTAL	28	31	46	105
<u>CLERK OF COURTS</u>				
Blanks	7	6	8	21
Dennis P. McManus	21	25	38	84
Write-In/Other	0	0	0	0
TOTAL	28	31	46	105
<u>REGISTER OF DEEDS</u>				
Blanks	7	7	9	21
Anthony J. Vigliotti	21	24	37	82
Write-In/Other	0	0	0	0
TOTAL	28	31	46	105
REPUBLICAN PARTY				
<u>SENATOR IN CONGRESS</u>				
Blanks	0	0	0	0
Scott P. Brown	40	32	36	108
Write-In/Other	0	0	0	0
TOTAL	40	32	36	108
<u>REPRESENTATIVE IN CONGRESS</u>				
Blanks	40	32	36	108
Write-In/Other	0	0	0	0
TOTAL	40	32	36	108
<u>COUNCILLOR</u>				
Blanks	10	7	6	23
Jennie L. Caissie	30	25	30	85
Write-In/Other	0	0	0	0
TOTAL	40	32	36	108
<u>SENATOR IN GENERAL COURT</u>				
Blanks	40	32	36	108
Write-In/Other	0	0	0	0
TOTAL	40	32	36	108
<u>REPRESENTATIVE IN GENERAL COURT</u>				
Blanks	8	4	3	15
Ryan C. Fattman	32	28	33	93
Write-In/Other	0	0	0	0
TOTAL	40	32	36	108
<u>CLERK OF COURTS</u>				
Blanks	40	32	36	108
Write-In/Other	0	0	0	0
TOTAL	40	32	36	108
<u>REGISTER OF DEEDS</u>				
Blanks	40	32	36	108
Write-In/Other	0	0	0	0
TOTAL	40	32	36	108

GREEN-RAINBOW PARTY

	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
<u>SENATOR IN CONGRESS</u>				
Blanks	0	0	0	0
Write-In - Scott Brown	0	0	0	0
TOTAL	0	0	0	0
<u>REPRESENTATIVE IN CONGRESS</u>				
Blanks	0	0	0	0
Write-In/Other	0	0	0	0
TOTAL	0	0	0	0
<u>COUNCILLOR</u>				
Blanks	0	0	0	0
Write-In/Other	0	0	0	0
TOTAL	0	0	0	0
<u>SENATOR IN GENERAL COURT</u>				
Blanks	0	0	0	0
Write-In/Other	0	0	0	0
TOTAL	0	0	0	0
<u>REPRESENTATIVE IN GENERAL COURT</u>				
Blanks	0	0	0	0
Write-In/Other	0	0	0	0
TOTAL	0	0	0	0
<u>CLERK OF COURTS</u>				
Blanks	0	0	0	0
Write-In/Other	0	0	0	0
TOTAL	0	0	0	0
<u>REGISTER OF DEEDS</u>				
Blanks	0	0	0	0
Write-In/Other	0	0	0	0
TOTAL	0	0	0	0

The polls closed at 8:00 p.m.

A True Copy, ATTEST:Christine E. G. Furno, CMC/CMMC, Douglas Town Clerk

**PRESIDENTIAL / STATE ELECTION
TUESDAY, NOVEMBER 6, 2012**

4544 Voted ~ 73%
6196 Reg. Voters

Pursuant to the foregoing warrant the inhabitants of the said Town of Douglas who are qualified to vote in elections and town affairs met in the Municipal Center Gymnasium, 29 Depot Street, Douglas on Tuesday, November 6, 2012.

The following were sworn to faithful performance of their duties as election officers for Precinct One: Constable – Debra Blain; Ballot Clerks – BettyAnn McCallum, Patricia Brule, Nancy Gonynor; Ballot Checkers – Elaine Kelly, Patricia Koslak, Michael Small.

The following were sworn to faithful performance of their duties as election officers for Precinct Two: Ballot Box Attendant – Felix Yacino; Ballot Clerks – Anne Burgess, Lois Garrison, Jennifer Bloniasz; Ballot Checkers – Lorraine Tetreau, Susan Kinney, Jaclyn Brochu.

The following were sworn to faithful performance of their duties as election officers for Precinct Three: Constable – Carol E. Field; Ballot Clerks – Patricia Small, Jaime Marks, Caitlyn Stevens; Ballot Checkers – Monica Prunier, Hope Field, Donna Hardy.

Tabulators – Christine E. G. Furno and Eileen F. Damore

Greeters - Danielle Bardier and Hannah Furno

The warrant was read by the Town Clerk, Christine E. G. Furno, and the polls were opened at 7:00 a.m. The Town of Douglas voted as follows:

	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
<u>PRESIDENT/VICE PRESIDENT</u>				
Blanks	12	12	8	32
Johnson & Gray	22	16	13	51
Obama & Biden	617	653	627	1897
Romney & Ryan	903	896	743	2542
Stein & Honkala	8	9	5	22
Write-In/Other	0	0	0	0
TOTAL	1562	1586	1396	4544
<u>SENATOR IN CONGRESS</u>				
Blanks	5	11	6	22
Scott P. Brown	1063	1084	913	3060
Elizabeth A. Warren	494	491	477	1462
Write-In/Other	0	0	0	0
TOTAL	1562	1586	1396	4544
<u>REPRESENTATIVE IN CONGRESS</u>				
Blanks	521	475	431	1427
James P. McGovern	1041	1111	965	3117
Write-In/Other	0	0	0	0
TOTAL	1562	1586	1396	4544
<u>COUNCILLOR</u>				
Blanks	436	485	429	1350
Jennie L. Caissie	1126	1101	967	3194
Write-In/Other	0	0	0	0
TOTAL	1562	1586	1396	4544
<u>SENATOR IN GENERAL COURT</u>				
Blanks	474	413	359	1246
Richard T. Moore	1088	1173	1037	3298
Write-In/Other	0	0	0	0
TOTAL	1562	1586	1396	4544
<u>REPRESENTATIVE IN GENERAL COURT</u>				
Blanks	65	87	69	221
Ryan C. Fattman	1091	1083	978	3152
Donald D. Bourque	406	416	349	1171
Write-Ins/Other	0	0	0	0
TOTAL	1562	1586	1396	4544
<u>CLERK OF COURTS</u>				
Blanks	568	542	466	1576
Dennis P. McManus	994	1044	930	2968
Write-Ins/Other	0	0	0	0
TOTAL	1562	1586	1396	4544
<u>REGISTER OF DEEDS</u>				
Blanks	556	537	463	1556
Anthony J. Vigliotti	1006	1049	933	2988
Write-In/Other	0	0	0	0
TOTAL	1562	1586	1396	4544

	<u>PCT 1</u>	<u>PCT 2</u>	<u>PCT 3</u>	<u>TOTAL</u>
<u>QUESTION 1</u>				
Blanks	146	121	142	409
YES	1256	1291	1097	3644
NO	160	174	157	491
TOTAL	1562	1586	1396	4544
<u>QUESTION 2</u>				
Blanks	25	47	50	122
YES	785	787	617	2189
NO	752	752	729	2233
TOTAL	1562	1586	1396	4544
<u>QUESTION 3</u>				
Blanks	19	48	48	115
YES	1007	1031	860	2898
NO	536	507	488	1531
TOTAL	1562	1586	1396	4544

The polls closed at 8:00 p.m.

A True Copy, ATTEST: Christine E. G. Furno, CMC/CMMC, Douglas Town Clerk

**TOWN OF DOUGLAS
SPECIAL TOWN MEETING
Tuesday, November 13, 2012**

Pursuant to the foregoing warrant the inhabitants of the Town of Douglas who are qualified to vote in elections and town affairs met at the Douglas High School Auditorium on 33 Davis Street on Tuesday, Nov. 13, 2012 at 7:08 PM. There being a quorum present (192 registered voters); the meeting was called to order by the Moderator, Keith M. Menard. After saluting the flag, the service of the warrant and the Constable's return was read by Mr. Keith Menard. Mr. Menard did an introduction of Non-Resident Members of Town Meeting, an introduction of the Finance Committee and the Board of Selectmen. Mr. Menard explained how the Town Meeting will be run and the rules of Town Meeting. At this time, the Town voted as follows:

Article 1: Fiscal Year 2013 Budget Transfers/Amendments

To see if the Town will vote to raise and appropriate or transfer from available funds such sums of money as are necessary to fund the following amendments to Article 2 of the Annual Town Meeting of May 7, 2012 and continued to June 11, 2012:

Increase Health Insurance Expenses by	\$20,000
Increase Police Expenses by	\$4,000
Increase Unemployment Expenses by	\$15,515
Increase Ambulance Wages by	\$49,000
Increase Ambulance Expenses by	\$20,000
Increase Veterans Benefits by	\$45,000
Decrease Debt Expense by	(\$617,973)
Increase Other Interest Expense by	\$9,700

Or take any other action related thereto.

MOTION: I move that the Town vote to raise and appropriate the sum of \$70,431 and transfer the sum of \$69,000 from Ambulance Receipts Reserved for Appropriation and transfer the sum of \$23,784 from Reserved for Reduction of Excluded Debt, for a total appropriation of \$163,215 to fund the following amendments to Article 2 of the Annual Town Meeting of May 7, 2012 and continued to June 11, 2012:

Increase Health Insurance Expenses by	\$20,000
Increase Police Expenses by	\$4,000
Increase Unemployment Expenses by	\$15,515
Increase Ambulance Wages by	\$49,000
Increase Ambulance Expenses by	\$20,000
Increase Veterans Benefits by	\$45,000
Increase Other Interest Expense by	\$9,700

And to reduce the Fiscal Year 2013 Debt Expense Budget by \$617,973.

Finance Committee: Recommend

MOTION PASSED BY UNANIMOUS CONSENT

Article 2. – Fiscal Year 2013 Water/Sewer Enterprise Fund – Debt

To see if the Town will vote to transfer the sum of **\$1,577** from the Reserved for Debt Account to the Water/Sewer Debt Expense Account.

Or take any other action relative thereto.

MOTION: I move that the Town vote to transfer the sum of **\$1,577** from the Water/Sewer Reserved For Debt Account to the Water/Sewer Debt Expense Account.

Finance Committee: Recommend

MOTION PASSED BY UNANIMOUS CONSENT

Article 3. – Prior Year Bill

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$800** to pay for the following prior year bill:

MES Solutions: \$800

Or take any other action relative thereto.

MOTION: I move that the Town vote to transfer the sum of **\$800** from Police Expenses to pay for the following prior year bill:

MES Solutions: \$800

Finance Committee: Recommend

MOTION PASSED BY UNANIMOUS CONSENT (9/10TH REQUIRED)

Article 4. – Insurance Proceeds – Reserved for Appropriation

To see if the Town will vote to deposit all insurance proceeds received in connection with the damage incurred due to the rain event of August 10-12, 2012, to an Insurance Reimbursement Receipts Reserved for Appropriation Account, or take any other action related thereto.

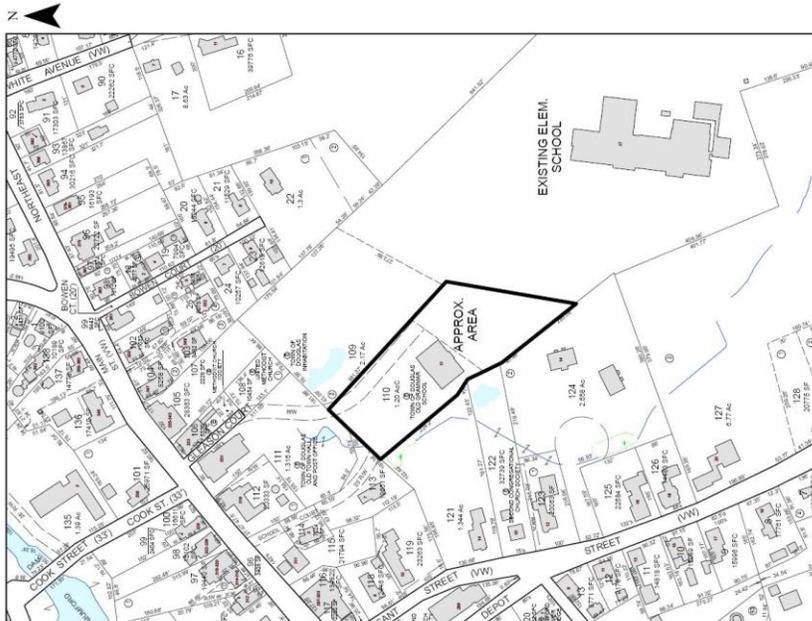
MOTION: I move that the Town vote to deposit all insurance proceeds received in connection with the damage incurred due to the rain event of August 10-12, 2012, to an Insurance Reimbursement Receipts Reserved for Appropriation Account.

Finance Committee: Recommend

MOTION PASSED BY UNANIMOUS CONSENT

Article 5. – Sale or Lease of Old Grammar School

To see if the Town will vote to transfer care, custody and control of the so-called “Old Grammar School” property shown on Assessors Map 163, Parcel 110, and a portion of Map 164, Parcel 13, to the Board of Selectmen for general municipal purposes and for purposes of disposal by sale or lease, and to authorize the Board of Selectmen to convey such property on such terms as it deems appropriate, or take any other action related thereto.



MOTION: I move that the Town vote to transfer care, custody and control of the so-called “Old Grammar School” property shown on Assessors Map 163, Parcel 110 to the Board of Selectmen for general municipal purposes and for purposes of disposal by sale or lease, and to authorize the Board of Selectmen to convey such property on such terms as it deems appropriate.

Finance Committee: Recommend

MOTION WAS DEFEATED BY STANDING VOTE: YES-96; NO-88 (2/3RD REQUIRED)

Article 6. – Increase Zoning Board of Appeals Membership from 3 to 5 Members

To see if the Town will vote to amend its zoning bylaw by deleting in its entirety Section 9.2.1 and inserting in place thereof the following:

“Section 9.2.1 Establishment

There is hereby established a Board of Appeals consisting of five (5) Members and two (2) Associate Members, appointed by the Selectmen.”

Provided that such change shall not apply to applications now pending before the Zoning Board of Appeals for which a public hearing has been ordered.

Or take any other action related thereto.

MOTION: I move that the Town vote to amend its zoning bylaw by deleting in its entirety Section 9.2.1 and inserting in place thereof the following:

“Section 9.2.1 Establishment

There is hereby established a Board of Appeals consisting of five (5) Members and two (2) Associate Members, appointed by the Selectmen.”

Provided that such change shall not apply to applications now pending before the Zoning Board of Appeals for which a public hearing has been ordered.

Finance Committee: Recommend

MODERATOR DECLARED MOTION PASSED BY UNANIMOUS CONSENT (2/3RD REQUIRED)

Article 7. – Zoning Bylaw Amendment – Section 3.2.2 Trailers

To see if the Town will vote to amend its zoning bylaw by deleting in its entirety Section 3.2.2 and inserting in place thereof the following:

“3.2.2 Accessory Uses in All Districts

1. Use of trailers for non-construction storage. In all districts the use of trailers and semitrailers for non-construction storage shall be prohibited except for the following types of trailers and subject to the following conditions and restrictions:
 - A. The following types of trailers and their use shall be by right:
 1. Trailers used for agricultural purposes;
 2. Camping trailers provided that such vehicles are used solely for recreational purposes and are accessory to a principal residential use;
 3. Utility trailers designed and used for storing and transporting recreational vehicles (including but not limited to boats, snow mobiles, motorcycles, all-terrain vehicles, and similar vehicles), landscaping equipment, or any other utility or incidental use, provided that such vehicles are used for recreational or utility purposes and are accessory to a principal residential use.
 - B. The following types of trailers and their use shall be by special permit issued by the Zoning Board of Appeals:
 1. In all districts except VR, VB, and RC-1 not more than three (3) and in VR, VB and RC-1 districts not more than one (1) trailer bodies, shipping containers, and similar storage vehicles subject to the following conditions:
 - a. All wheels, carriages, reflectors, lights, license plates, and any other indicia of vehicular use, including commercial markings, have been removed;
 - b. The vehicle(s) has been painted to coordinate with the principal structure on the lot;
 - c. Any space between the bottom of the vehicle and the ground is enclosed with "skirting";
 - d. The vehicle(s) is located behind the rear plane of the principal structure on the lot;
 - e. The vehicle(s) are reasonably screened from view from any public way or abutting property;
 - f. Siting of such vehicle(s) on any lot shall conform to all dimensional regulations established therein for structures in the subject district.
 - g. Use of such storage vehicles are accessory to a principal residential or commercial use.
 - h. Storage vehicles used for agricultural purposes are exempt from these conditions and limitations set forth above.”

And further, add the following definition to Section 10.0:

“Trailer: A non-motorized vehicle designed and intended to be towed or hauled behind a motorized vehicle.”

Or take any other action related thereto.

MOTION: I move that the Town vote to amend its zoning bylaw by deleting in its entirety Section 3.2.2 and inserting in place thereof the language as written in the handout entitled ‘Zoning Bylaw Amendment – Section 3.2.2 Trailers’.

MOTION WAS DEFEATED BY STANDING VOTE: YES-104; NO-72 (2/3RD REQUIRED)

Meeting dissolved at 9:23 PM.

A True Copy, ATTEST Christine E. G. Furno, CMC/CMMC, Town Clerk

**Town of Douglas
SPECIAL TOWN MEETING
SUMMARY
Nov. 13, 2012**

MONEY TO RAISE AND APPROPRIATE: (from Tax Levy)		
Article 1	General Government	\$70,431
Article 1	Decrease General Government – Debt	(617,973)
MONEY TO BE TRANSFERRED: (to fund amendments to Art. 2 ATM 5/7/12 and continued to 6/11/12)		
Article 1	From Ambulance Receipts Reserved for Appropriation	\$69,000
Article 1	From Reserved for Reduction of Excluded Debt	\$23,784
MONEY TO BE TRANSFERRED: from Water/Sewer Reserved for Debt Acct.		
Article 2	Water/Sewer Debt Expense Acct.	\$1,577
MONEY TO BE TRANSFERRED: from Police Expenses		
Article 3	Prior year bill: MES Solutions	\$800



PERSONNEL BOARD

The Personnel Board, the Town Administrator, Town Counsel and the Selectmen spent time in 2012 interpreting the Special Act establishing a Town Administrator and a Municipal Finance Department that both the Town and the State Legislature had accepted in 2009. Discussions continue on how to amend the Personnel Bylaw to comply with the Special Act.

At the 2012 Annual Town Meeting the Personnel Bylaw was amended to define part-time employees as those working a minimum of 20 hours a week. The Board also accepted the draft review process for town employees as presented by the sub-committee of town staff. Its implementation is scheduled to commence in the Fall of 2012 tying raises to job performance. Job description review of existing positions has been completed and will not be reviewed again until 2015 unless a position is vacated.

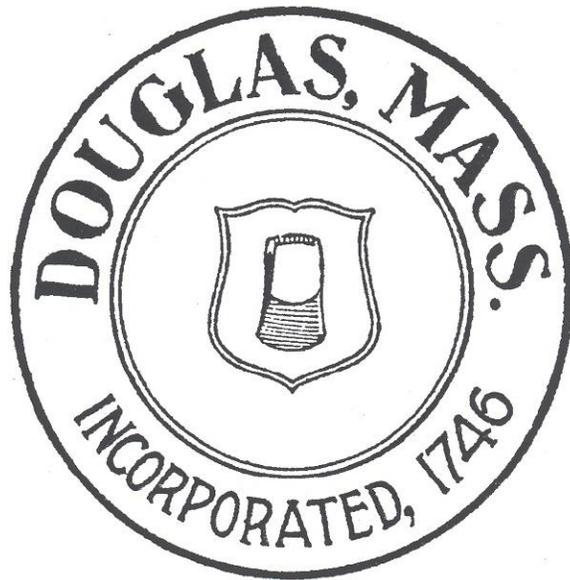


*Debra Heinz, Ellie Chesebrough, Michael Yacino (top L – R)
BettyAnn McCallum, Kristen Stevens (bottom L-R)*

It is with pleasure that the Board welcomed its fifth member, Michael Yacino, early in 2012.

Respectfully submitted,
Ellie Chesebrough
Chair

FINANCIAL DEPARTMENT





FINANCE DIRECTOR / TOWN ACCOUNTANT

Combined Balance Sheet - All Fund Types & Account Group June 30, 2012

	Governmental Fund Types				Fiduciary	L-T Debt Account Group	Totals (Memo Only)
	General 0100	Special Revenue	Capital Projects	Enterprise Fund	Trust & Agency		
Assets							
Cash & investments	2,867,456.26	1,366,523.63	15,317,754.43	1,396,900.08	1,791,984.90	0.00	22,740,619.30
Petty Cash	100.00						100.00
Receivables:							
Property taxes	356,427.26	0.00	0.00	0.00	0.00	0.00	356,427.26
Tax liens	618,817.26	0.00	0.00	0.00	0.00	0.00	618,817.26
Motor vehicle excise	105,815.70	0.00	0.00	0.00	0.00	0.00	105,815.70
Boat excise	2,610.08	0.00	0.00	0.00	0.00	0.00	2,610.08
Intergovernmental	73,299.07	89,434.68	155,054.02	0.00	0.00	0.00	317,787.77
Water/Sewer	0.00	0.00	0.00	118,691.83	0.00	0.00	118,691.83
Other	0.00	374,751.94	0.00	0.00	3,473.80	0.00	378,225.74
Special assessments	155.16	0.00	0.00	0.00	0.00	0.00	155.16
Due from other funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Inventory	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prepaid expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tax Foreclosures	273,343.64	0.00	0.00	0.00	0.00	0.00	273,343.64
Amount to be provided-debt	0.00	0.00	0.00	0.00	0.00	29,817,407.76	29,817,407.76
Amount to be provided-Landfill	0.00	0.00	0.00	0.00	0.00	109,800.00	109,800.00
Loans Authorized	0.00	0.00	0.00	0.00	0.00	30,059,389.00	30,059,389.00
Total Assets	4,298,024.43	1,830,710.25	15,472,808.45	1,515,591.91	1,795,458.70	59,986,596.76	84,899,190.50

	Governmental Fund Types				Fiduciary	L-T Debt	Totals
	General 0100	Special Revenue	Capital Projects	Enterprise Fund	Trust & Agency	Account Group	(Memo Only)
Liabilities & Reserves							
Warrants & accounts payable	560,934.55	64,617.27	1,112,362.68	35,739.70	5,275.44	0.00	1,778,929.64
Payrolls payable & withholdings	186,472.40	0.00	0.00	0.00	0.00	0.00	186,472.40
Other liabilities	13,809.46	0.00	0.00	2.22	286,363.43	0.00	300,175.11
Due to other funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Notes payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bonds payable	0.00	0.00	0.00	0.00	0.00	29,817,407.76	29,817,407.76
Landfill	0.00	0.00	0.00	0.00	0.00	109,800.00	109,800.00
Loans Authorized and Unissued	0.00	0.00	0.00	0.00	0.00	30,059,389.00	30,059,389.00
Allowance for Abate & Exempt	184,787.45	0.00	0.00	0.00	0.00	0.00	184,787.45
Deferred revenue - Intergovernmental	61,131.07	71,321.42	155,054.02	0.00	0.00	0.00	287,506.51
Deferred revenue	1,172,381.65	374,751.94	0.00	118,691.83	3,473.80	0.00	1,669,299.22
Total Liabilities & Reserves	2,179,516.58	510,690.63	1,267,416.70	154,433.75	295,112.67	59,986,596.76	64,393,767.09
Fund Balances							
Reserved							
Contributed Capital	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Encumbrances	322,129.27	0.00	0.00	100.00	0.00	0.00	322,229.27
Petty cash	100.00	0.00	0.00	0.00	0.00	0.00	100.00
Continued appropriations	289,229.34	0.00	0.00	0.00	0.00	0.00	289,229.34
Expenditures	414,840.00	0.00	0.00	261,903.00	0.00	0.00	676,743.00
Bond Premium	475,686.95	0.00	0.00	0.00	0.00	0.00	475,686.95
South Street	14,152.30	0.00	0.00	0.00	0.00	0.00	14,152.30
Other	0.00	0.00	0.00	478,028.25	0.00	0.00	478,028.25
Undesignated - Snow & Ice	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Undesignated - Deficits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Undesignated	602,369.99	1,320,019.62	14,205,391.75	621,126.91	1,500,346.03	0.00	18,249,254.30
Total Fund Balances	2,118,507.85	1,320,019.62	14,205,391.75	1,361,158.16	1,500,346.03	0.00	20,505,423.41
Total Liabilities and Fund Balances	4,298,024.43	1,830,710.25	15,472,808.45	1,515,591.91	1,795,458.70	59,986,596.76	84,899,190.50

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
114 MODERATOR					
01114100 MODERATOR - COMPENSATION					
51905 STIPENDS	250.00	250.00	0.00		0.00
TOTAL MODERATOR - COMPENSATION	250.00	250.00	0.00	0.00	0.00
TOTAL MODERATOR	250.00	250.00	0.00	0.00	0.00

122 SELECTMEN

01122100 SELECTMEN - SALARIES

51100 SALARIES	103,812.00	103,811.16	0.00		0.84
51110 F/T WAGES	51,992.00	51,617.73	0.00		374.27
51200 F/T WAGES	1,441.00	1,587.54	0.00		-146.54
51905 STIPENDS	1,600.00	1,156.32	43.68		400.00
TOTAL SELECTMEN - SALARIES	158,845.00	158,172.75	43.68	0.00	628.57

01122200 SELECTMEN - EXPENSES

51505 ADDITIONAL COMPENSATION	3,600.00	3,600.00	0.00		0.00
52400 REPAIRS AND MAINT AGREEMENT	4,714.00	5,413.37	0.00		-699.37
53000 PROF AND TECHNICAL	0.00	675.00			-675.00
53001 ADVERTISING	100.00	363.69	0.00		-263.69
53401 POSTAGE	185.00	190.00	0.00		-5.00
53404 CELLULAR PHONES	0.00	457.03			-457.03
54200 OFFICE SUPPLIES	1,081.00	979.45	0.00		101.55
55800 OTHER SUPPLIES	2,325.00	376.20	0.00		1,948.80
57100 IN-STATE TRAVEL	2,000.00	383.94	0.00		1,616.06
57150 TRAINING AND EDUCATION	2,100.00	1,170.00	0.00		930.00
57300 DUES AND MEMBERSHIPS	2,375.00	2,187.21	0.00		187.79
TOTAL SELECTMEN - EXPENSES	18,480.00	15,795.89	0.00	0.00	2,684.11

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01122500 FOUR TOWN COMMITTEE					
57601 FOUR TOWNS' EXPENDITURES	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL FOUR TOWN COMMITTEE	5,000.00	0.00	0.00	5,000.00	0.00
01122506 GASB 34&45 ART#1 5/7/07					
53000 PROF AND TECHNICAL CONSULTANTS	27,500.00	6,450.00	0.00	21,050.00	0.00
TOTAL GASB 34&45 ART#1 5/7/07	27,500.00	6,450.00	0.00	21,050.00	0.00
01122508 MA CLEAN ENERGY GRANT					
53000 PROF AND TECHNICAL	6,000.00	0.00	0.00	6,000.00	0.00
TOTAL MA CLEAN ENERGY GRANT	6,000.00	0.00	0.00	6,000.00	0.00
TOTAL SELECTMEN	215,825.00	180,418.64	43.68	32,050.00	3,312.68

129 AWARDS AND RECOGNITIONS

01129200 AWARDS AND RECOGNITIONS					
55800 OTHER SUPPLIES	40.00	20.74	0.00		19.26
TOTAL AWARDS AND RECOGNITIONS	40.00	20.74	0.00	0.00	19.26

131 FINANCE COMMITTEE

01131100 FINANCE COMMITTEE SALARIES					
51200 P/T WAGES	1,500.00	539.15	0.00		960.85
TOTAL FINANCE COMMITTEE SALARIES	1,500.00	539.15	0.00	0.00	960.85
01131200 FINANCE COMMITTEE - EXPENSES					
53401 POSTAGE	1,500.00	1,106.94	0.00		393.06
53402 PRINTING AND MAILING	2,240.00	2,825.23	0.00		-585.23
54200 OFFICE SUPPLIES	100.00	0.00	0.00		100.00
57300 DUES AND MEMBERSHIPS	160.00		0.00		160.00
TOTAL FINANCE COMMITTEE - EXPENSES	4,000.00	3,932.17	0.00		67.83
TOTAL FINANCE COMMITTEE	5,500.00	4,471.32	0.00	0.00	1,028.68

FY2012 BUDGET ANALYSIS						
0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE	
	0.00					
132 RESERVE FUND	0.00					
01132200 RESERVE FUND	0.00					
57800 RESERVE FUND	7,489.14	0.00	0.00			7,489.14
TOTAL RESERVE FUND	7,489.14	0.00	0.00	0.00	0.00	7,489.14
	0.00					0.00
135 FINANCE DIRECTOR/TOWN ACCOUNTANT	0.00					0.00
01135100 FINANCE DIRECTOR/TOWN ACCOUNTANT - SALARIES						
51100 SALARIES	79,937.00	79,936.32	0.00			0.68
51200 P/T WAGES	17,914.00	17,259.23	0.00			654.77
TOTAL FINANCE DIRECTOR/TOWN ACCOUNTANT - SALARIES	97,851.00	97,195.55	0.00	0.00	0.00	655.45
01135200 FINANCE DIRECTOR/TOWN ACCOUNTANT - EXPENSES						
53000 PROF AND TECH CONSULTANTS	600.00	500.00				100.00
54200 OFFICE SUPPLIES	500.00	798.62	0.00			-298.62
57100 IN-STATE TRAVEL	100.00	161.17	0.00			-61.17
57150 TRAINING AND EDUCATION	500.00	400.00	0.00			100.00
57300 DUES AND MEMBERSHIPS	300.00	50.00	0.00			250.00
TOTAL FINANCE DIRECTOR/TOWN ACCOUNTANT - EXPENSES	2,000.00	1,909.79	0.00	0.00	0.00	90.21
01135500 ACCT SOFTWARE ART10 10/25/04						
58000 CAPITAL	5,907.70	0.00	0.00	5,907.70		0.00
TOTAL ACCT SOFTWARE ART10 10/25/04	5,907.70	0.00	0.00	5,907.70	0.00	0.00
01135600 FINANCE DIRECTOR/TOWN ACCT ENCUMBRANCES						
53000 PROF AND TECHNICAL CONSULTANTS		500.00	0.00			0.00
TOTAL GASB 34&45 ART#1 5/7/07	500.00	500.00	0.00	0.00	0.00	0.00
TOTAL FINANCE DIRECTOR/TOWN ACCOUNTANT	106,258.70	99,605.34	0.00	5,907.70	0.00	745.66

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
136 TOWN AUDIT					
01136200 TOWN AUDIT					
53000 PROF AND TECH CONSULTANTS	23,000.00	20,500.00	0.00		2,500.00
TOTAL TOWN AUDIT	23,000.00	20,500.00	0.00	0.00	2,500.00

141 ASSESSORS**01141100 BOARD OF ASSESSORS - SALARIES**

51100 SALARIES	49,475.00	49,474.31	0.00		0.69
51110 F/T WAGES	30,230.00	29,945.43	0.00		284.57
51201 P/T WAGES	3,000.00	299.88	0.00		2,700.12
51905 COMPENSATION - ELECT	2,900.00	2,900.00	0.00		0.00
TOTAL BOARD OF ASSESSORS - SALARIES	85,605.00	82,619.62	0.00	0.00	2,985.38

0.00

01141200 BOARD OF ASSESSORS - EXPENSES

0.00

52400 REPAIRS AND MAINT AGREEMENT	30,074.00	23,119.00	0.00		6,955.00
53800 OTHER SERVICES	1,391.00	824.84	0.00		566.16
54200 OFFICE SUPPLIES	900.00	845.77	0.00		54.23
57100 IN- STATE TRAVEL	500.00	128.73	0.00		371.27
57150 TRAINING AND EDUCATION	2,000.00	1,067.19	0.00		932.81
57300 DUES AND MEMBERSHIPS	235.00	235.00	0.00		0.00
58700 REPLACEMENT EQUIPMENT	1,000.00	0.00	0.00		1,000.00
TOTAL BOARD OF ASSESSORS - EXPENSES	36,100.00	26,220.53	0.00	0.00	9,879.47
TOTAL ASSESSORS	121,705.00	108,840.15	0.00	0.00	12,864.85

142 REVALUATION**01142600 REVALUATION ENCUMBRANCE**

52400 REPAIRS AND MAINT AGREEMENT	0.00		0.00		0.00
53001 ADVERTISING	0.00		0.00		0.00
TOTAL REVALUATION ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
145 TREASURER					
01145100 TREASURER - SALARIES					
51100 SALARIES	66,116.00	63,708.46	0.00		2,407.54
51110 F/T WAGES	30,910.00	29,459.52	0.00		1,450.48
51410 EDUCATIONAL	1,000.00	1,000.00	0.00		0.00
TOTAL TREASURER - SALARIES	98,026.00	94,167.98	0.00	0.00	3,858.02
01145200 TREASURER - EXPENSES					
52400 REPAIRS AND MAINT AGREEMENT	200.00	75.00	0.00		125.00
53000 PROF AND TECHNICAL CONSULTANT			0.00		216.77
53800 OTHER SERVICES	16,209.00	14,244.90	0.00		1,964.10
54200 OFFICE SUPPLIES	500.00	1,103.82	0.00		-603.82
55800 OTHER SUPPLIES	90.00	40.64	0.00		49.36
57100 IN-STATE TRAVEL	100.00	195.92			-95.92
57150 TRAINING AND EDUCATION	1,200.00	686.20	0.00		513.80
57300 DUES AND MEMBERSHIPS	135.00	180.00	0.00		-45.00
57400 INSURANCE PREMIUMS	650.00	780.00	0.00		-130.00
TOTAL TREASURER - EXPENSES	33,084.00	31,089.71	0.00	0.00	1,994.29
TOTAL TREASURER	131,110.00	125,257.69	0.00	0.00	5,852.31
146 COLLECTOR					
01146100 COLLECTOR - SALARIES					
51100 SALARIES	56,541.00	56,540.50	0.00		0.50
51110 F/T WAGES	7,594.00	7,593.04	0.00		0.96
51410 EDUCATIONAL BONUS WAGES	1,000.00	1,000.00	0.00		0.00
TOTAL COLLECTOR - SALARIES	65,135.00	65,133.54	0.00		1.46

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01146200 COLLECTOR - EXPENSES					
52400 REPAIRS AND MAINT AGREEMENT	6,066.00	6,028.00	0.00		38.00
53000 PROF AND TECHNICAL CONSULTANT				0.00	-547.46
54200 OFFICE SUPPLIES	1,120.00	653.38	0.00		466.62
57150 TRAINING AND EDUCATION	850.00	335.67	0.00		514.33
57300 DUES AND MEMBERSHIPS	75.00	60.00	0.00		15.00
57400 INSURANCE PREMIUMS	503.00	425.00	0.00		78.00
TOTAL COLLECTOR - EXPENSES	16,392.00	15,827.51	0.00	0.00	564.49
TOTAL COLLECTOR	81,527.00	80,961.05	0.00	0.00	565.95

151 TOWN COUNSEL

01151200 TOWN COUNSEL					
53000 PROF AND TECHNICAL CONSULTANT	0.00			0.00	1,096.18
TOTAL TOWN COUNSEL	70,500.00	69,403.82	0.00	0.00	1,096.18

0.00

155 MANAGEMENT INFO SYSTEMS

01155100 INFORMATION SYSTEMS - SALARIES					
51200 P/T WAGES	10,450.00	10,450.00	0.00		0.00
TOTAL INFORMATION SYSTEMS - SALARIES	10,450.00	10,450.00	0.00	0.00	0.00

01155200 INFORMATION SYSTEMS - EXPENSES

52400 REPAIRS AND MAINT AGREEMENT	0.00	99.65	0.00		-99.65
53000 PROF AND TECHNICAL CONSULTANT				0.00	-13,238.20
53800 OTHER SERVICES	21,950.00	13,070.28	0.00		8,879.72
54200 OFFICE SUPPLIES	600.00	0.00	0.00		600.00
54300 BLDG AND EQ REPAIRS AND MAINT	3,200.00	237.55	0.00		2,962.45
58700 REPLACEMENT EQUIPMENT	4,900.00	2,944.18	0.00		1,955.82
TOTAL INFORMATION SYSTEMS - EXPENSES	38,150.00	37,089.86	0.00	0.00	1,060.14
TOTAL MANAGEMENT INFO SYSTEMS	48,600.00	47,539.86	0.00	0.00	1,060.14

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
158 TAX TITLE FORECLOSURE					
01158200 TAX TITLE - EXPENSES					
53000 PROF AND TECHNICAL CONSULTANT			0.00		9,975.00
53002 LEGAL SERVICES	5,405.00	14,985.75	0.00		-9,580.75
TOTAL TAX TITLE - EXPENSES	22,405.00	22,010.75	0.00	0.00	394.25

159 TAX TAKING

01159200 TAX TAKING - EXPENSES					
53000 PROF AND TECHNICAL CONSULTANT			0.00		-225.00
53001 ADVERTISING	3,000.00	2,421.10	0.00		578.90
TOTAL TAX TAKING - EXPENSES	8,100.00	7,746.10	0.00	0.00	353.90

161 TOWN CLERK

01161100 TOWN CLERK - SALARIES					
51100 SALARIES	59,154.00	59,153.92	0.00		0.08
51200 F/T WAGES	27,425.00	27,424.30	0.00		0.70
51201 P/T WAGES	8,100.00	6,796.79	0.00		1,303.21
51410 EDUCATIONAL BONUS WAGES	1,000.00	1,000.00	0.00		0.00
TOTAL TOWN CLERK - SALARIES	95,679.00	94,375.01	0.00	0.00	1,303.99

01161200 TOWN CLERK - EXPENSES

53000 PROF AND TECHNICAL CONSULTANT			0.00		-228.93
54200 OFFICE SUPPLIES	3,200.00	1,261.53	0.00		1,938.47
55800 OTHER SUPPLIES	8,750.00	5,691.26			3,058.74
57100 IN-STATE TRAVEL	0.00	99.90	0.00		-99.90
57150 TRAINING AND EDUCATION	2,100.00	48.00	0.00		2,052.00
57300 DUES AND MEMBERSHIPS	300.00	312.00	0.00		-12.00
57400 INSURANCE PREMIUMS	150.00	100.00	0.00		50.00
58500 ADDITIONAL EQUIPMENT	6,000.00	10,379.31			-4,379.31
TOTAL TOWN CLERK - EXPENSES	21,500.00	19,120.93	0.00	0.00	2,379.07

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01161600 TOWN CLERK ENCUMBRANCES					
55800 OTHER SUPPLIES	1,230.00	1,230.00	0.00		0.00
TOTAL TOWN CLERK ENCUMBRANCES	1,230.00	1,230.00	0.00	0.00	0.00
TOTAL TOWN CLERK	118,409.00	114,725.94	0.00	0.00	3,683.06

171 CONSERVATION COMMISSION

01171200 CONSERVATION - EXPENSES					
53001 ADVERTISING	200.00	0.00	0.00		200.00
53800 OTHER SERVICES	900.00	300.00	0.00		600.00
54200 OFFICE SUPPLIES	50.00	0.00	0.00		50.00
57100 IN-STATE TRAVEL	0.00	16.27	0.00		-16.27
57150 TRAINING AND EDUCATION	1,000.00		0.00		1,000.00
57200 OUT-OF-STATE TRAVEL	639.00				639.00
57300 DUES AND MEMBERSHIPS	0.00	374.00	0.00		-374.00
TOTAL CONSERVATION - EXPENSES	2,789.00	690.27	0.00	0.00	2,098.73

172 OPEN SPACE

01172200 OPEN SPACE - EXPENSES					
53800 OTHER SERVICES	500.00	0.00	0.00		500.00
TOTAL OPEN SPACE - EXPENSES	500.00	0.00	0.00	0.00	500.00

175 PLANNING BOARD

01175200 PLANNING BOARD - EXPENSES					
53000 PROF AND TECHNICAL CONSULTANT			0.00		925.00
55800 OTHER SUPPLIES	100.00	0.00	0.00		100.00
57100 IN-STATE TRAVEL		27.42			-27.42
57150 TRAINING AND EDUCATION	150.00	30.00	0.00		120.00
57300 DUES AND MEMBERSHIPS	1,660.00	1,697.28	0.00		-37.28
TOTAL PLANNING BOARD - EXPENSES	2,910.00	1,829.70	0.00	0.00	1,080.30

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
176 ZONING BOARD OF APPEALS					
01176200 BOARD OF APPEALS - EXPENSES					
53000 PROF AND TECHNICAL CONSULTANT			0.00		-52.50
53001 ADVERTISING	2,910.00	999.67	0.00		1,910.33
55800 OTHER SUPPLIES	500.00	0.00	0.00		500.00
57300 DUES AND MEMBERSHIPS	50.00	0.00	0.00		50.00
TOTAL BOARD OF APPEALS - EXPENSES	3,460.00	1,052.17	0.00	0.00	2,407.83
182 ECONOMIC DEVELOPMENT					
01182200 ECONOMIC DEVELOPMENT - EXPENSE					
53000 PROF AND TECHNICAL CONSULTANT			0.00		2,000.00
53001 ADVERTISING	0.00	980.00	0.00		-980.00
TOTAL ECONOMIC DEVELOPMENT - EXPENSE	2,000.00	980.00	0.00	0.00	1,020.00
183 HOUSING					
01183200 HOUSING AUTHORITY					
53800 OTHER SERVICES	500.00	0.00	0.00		500.00
TOTAL HOUSING AUTHORITY	500.00	0.00	0.00	0.00	500.00
189 COMMUNITY DEVELOPMENT					
01189100 COMMUNITY DEVELOPMENT - SAL					
51100 SALARIES	161,613.00	161,612.26	0.00		0.74
51110 F/T WAGES	38,680.00	38,324.76	0.00		355.24
51200 P/T WAGES	1,945.00	1,511.20	0.00		433.80
TOTAL COMMUNITY DEVELOPMENT - SAL	202,238.00	201,448.22	0.00	0.00	789.78

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01189200 COMMUNITY DEVELOPMENT - EXP					
52400 REPAIRS AND MAINT AGREEMENT	0.00	531.15	0.00		-531.15
53000 PROF AND TECHNICAL CONSULTANT			0.00		2,500.00
53402 PRINTING AND MAILING	100.00	0.00	0.00		100.00
54200 OFFICE SUPPLIES	400.00	735.22	0.00		-335.22
54805 VEHICLES GASOLINE	500.00	434.05	0.00		65.95
57100 IN-STATE TRAVEL	0.00	238.36	0.00		-238.36
57150 TRAINING AND EDUCATION	0.00	150.00	0.00		-150.00
57300 DUES AND MEMBERSHIPS	0.00	248.00	0.00		-248.00
TOTAL COMMUNITY DEVELOPMENT - EXP	3,500.00	2,336.78	0.00		1,163.22
TOTAL COMMUNITY DEVELOPMENT	205,738.00	203,785.00	0.00	0.00	1,953.00

01189504 NEW SIDEWALK CONST ART9 5/5/08

58000 NEW SIDEWALK CONST ART5 5/5/08	58,440.00	0.00	0.00	58,440.00	0.00
TOTAL NEW SIDEWALK CONST ART9 5/5/08	58,440.00	0.00	0.00	58,440.00	0.00
TOTAL COMMUNITY DEVELOPMENT	264,178.00	203,785.00	0.00	58,440.00	1,953.00

192 PUBLIC BUILDING MAINTENANCE

01192100 BUILDING MAINT - SALARIES

51100 SALARIES	55,297.00	55,296.33	0.00		0.67
TOTAL BUILDING MAINT - SALARIES	55,297.00	55,296.33	0.00	0.00	0.67

01192200 BUILDING MAINT - EXPENSES

52101 ELECTRICITY	27,266.00	24,267.05	0.00		2,998.95
52102 HEATING	29,009.00	34,733.00	0.00		-5,724.00
52300 WATER/SEWER	1,800.00	2,710.00	0.00		-910.00
52400 REPAIRS AND MAINT AGREEMENT	22,000.00	25,643.99	0.00		-3,643.99
52700 RENTALS AND LEASES	300.00	0.00	0.00		300.00
52900 OTHER PROPERTY RELATED SERV	2,050.00	2,402.00	0.00		-352.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01192200 BUILDING MAINT - EXPENSES – cont.					
53400 TELEPHONE	6,250.00	5,472.71	0.00		777.29
53404 CELLULAR TELEPHONE	960.00	506.28	0.00		453.72
54200 OFFICE SUPPLIES	100.00	67.12	0.00		32.88
54300 BLDG AND EQ REPAIRS AND MAINT	6,900.00	982.26	0.00		5,917.74
54500 CUSTODIAL SUPPLIES	1,500.00	1,127.33	0.00		372.67
54600 GROUNDS KEEPING SUPPLIES	1,500.00	829.74	0.00		670.26
54805 VEHICLES GASOLINE	1,365.00	1,660.75	0.00		-295.75
TOTAL BUILDING MAINT - EXPENSES	101,000.00	100,402.23	0.00		597.77
TOTAL PUBLIC BUILDING MAINTENANCE	156,297.00	155,698.56	0.00	0.00	598.44

01192503 MASONRY REPAIR PO/MUN ART9 5/0

52900 OTHER PROPERTY RELATED SERVICE	12,790.00	3,567.00	0.00	9,223.00	0.00
TOTAL MASONRY REPAIR PO/MUN ART9 5/0	12,790.00	3,567.00	0.00	9,223.00	0.00

01192505 MUN CTR PARTIAL ROOF #8 5/3/10

58000 MUN CTR PARTIAL ROOF #8 5/3/10	80,000.00	2,517.74	0.00	77,482.26	0.00
TOTAL MUN CTR PARTIAL ROOF #8 5/3/10	80,000.00	2,517.74	0.00	77,482.26	0.00
TOTAL PUBLIC BUILDING MAINTENANCE	249,087.00	161,783.30	0.00	86,705.26	598.44

193 PROPERTY INSURANCE**01193700 PROPERTY INSURANCE**

57400 INSURANCE PREMIUMS	210,774.00	210,773.90	0.00		0.10
TOTAL PROPERTY INSURANCE	210,774.00	210,773.90	0.00	0.00	0.10

195 TOWN REPORTS**01195200 TOWN REPORTS**

53402 PRINTING AND MAILING	3,000.00	2,987.81	0.00		12.19
TOTAL TOWN REPORTS	3,000.00	2,987.81	0.00	0.00	12.19

FY2012 BUDGET ANALYSIS					
0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
196 TOWN HALL SUPPLIES					
01196200 TOWN HALL - OFFICE SUPPLIES					
53401 POSTAGE	12,255.00	14,436.39	0.00		-2,181.39
54200 OFFICE SUPPLIES	6,000.00	3,328.92	0.00		2,671.08
TOTAL TOWN HALL SUPPLIES	18,255.00	17,765.31	0.00	0.00	489.69
198 PERMANENT BLDG COMMITTEE					
01198100 PERMANENT BLDG COMMITTEE					
51200 P/T WAGES	1,500.00	906.00	0.00		594.00
TOTAL PERMANENT BLDG COMMITTEE	1,500.00	906.00	0.00	0.00	594.00
01198200 PERMANENT BLDG COMMITTEE					
53001 ADVERTISING	250.00	0.00	0.00		250.00
53402 PRINTING AND MAILING	250.00	0.00	0.00		250.00
TOTAL PERMANENT BLDG COMMITTEE EXPENSES	500.00	0.00	0.00	0.00	500.00
TOTAL PERMANENT BLDG COMMITTEE	2,000.00	906.00	0.00	0.00	1,094.00
TOTAL GENERAL GOVERNMENT	1,720,171.84	1,484,304.86	43.68	183,102.96	52,720.34
210 POLICE					
01210100 POLICE - SALARIES					
51100 SALARIES	177,932.00	177,931.67	0.00		0.33
51110 F/T WAGES	958,407.00	945,893.61	0.00		12,513.39
51200 P/T WAGES	22,057.00	32,622.52	0.00		-10,565.52
51300 OVERTIME	61,598.00	65,778.92	0.00		-4,180.92
51410 EDUCATIONAL BONUS WAGES	50,000.00	47,846.14	0.00		2,153.86
51420 DIFFERENTIAL WAGES	20,623.00	19,844.00	0.00		779.00
51430 LONGEVITY WAGES	8,800.00	9,000.00	0.00		-200.00
51902 UNIFORM ALLOWANCE	25,500.00	25,500.00			0.00
TOTAL POLICE - SALARIES	1,324,917.00	1,324,416.86	0.00	0.00	500.14

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01210200 POLICE - EXPENSES					
52400 REPAIRS AND MAINT AGREEMENT	42,300.00	40,358.32	0.00		1,941.68
53400 TELEPHONE	2,500.00	2,081.51	0.00		418.49
53404 CELLULAR TELEPHONE	7,800.00	6,565.57	0.00		1,234.43
53800 OTHER SERVICES	0.00	343.00	0.00		-343.00
54200 OFFICE SUPPLIES	3,000.00	5,061.27	0.00		-2,061.27
54300 BUILDING AND EQUIP REPAIRS		175.74			-175.74
54500 CUSTODIAL SUPPLIES	1,000.00	506.17	0.00		493.83
54800 VEHICULAR SUPPLIES	2,000.00	4,978.59	0.00		-2,978.59
54805 VEHICLES GASOLINE	46,650.00	51,630.67	0.00		-4,980.67
55800 OTHER SUPPLIES	2,200.00	8,243.45	0.00		-6,043.45
57100 IN-STATE TRAVEL	2,750.00	1,112.86	0.00		1,637.14
57150 TRAINING AND EDUCATION	12,000.00	6,660.71			5,339.29
57200 OUT-OF-STATE TRAVEL	1,500.00	0.00	0.00		1,500.00
57300 DUES AND MEMBERSHIPS	10,425.00	9,466.00	0.00		959.00
58500 ADDITIONAL EQUIPMENT	12,084.00	9,291.62			2,792.38
58700 REPLACEMENT EQUIPMENT	406.00	30.00	0.00		376.00
TOTAL POLICE - EXPENSES	146,615.00	146,505.48	0.00	0.00	109.52
01210500 PURCHASE, INSTALL RADIO REPAIR					
53000 PROF AND TECHNICAL CONSULTANT					
58700 REPLACEMENT EQUIPMENT	150,000.00	78,722.17		71,277.83	0.00
TOTAL POLICE - CAPITAL	150,000.00	79,572.17	0.00	70,427.83	0.00
01210600 POLICE ENCUMBRANCES					
57100 IN-STATE TRAVEL	50.00	50.00	0.00		0.00
TOTAL POLICE ENCUMBRANCES	50.00	50.00	0.00	0.00	0.00
TOTAL POLICE	1,621,582.00	1,550,544.51	0.00	70,427.83	609.66

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
220 FIRE					
01220100 FIRE - SALARIES					
51100 SALARIES	119,269.00	118,979.14	0.00		289.86
51200 P/T WAGES	35,000.00	32,235.60	0.00		2,764.40
51300 OVERTIME	15,800.00	7,907.08	0.00		7,892.92
51904 STIPENDS	4,500.00	8,816.00	0.00		-4,316.00
TOTAL FIRE - SALARIES	174,569.00	167,937.82	0.00	0.00	6,631.18
01220200 FIRE - EXPENSES					
52101 ELECTRICITY	7,500.00	7,172.84	0.00		327.16
52102 HEATING	11,000.00	12,387.18	0.00		-1,387.18
52300 NON-ENERGY UTILITIES	200.00	237.03	0.00		-37.03
52400 REPAIRS AND MAINT AGREEMENT	10,000.00	4,779.11	0.00		5,220.89
53001 ADVERTISING	0.00	220.20			-220.20
53400 TELEPHONE	1,300.00	1,026.81	0.00		273.19
53404 CELLULAR PHONES	500.00	1,566.58	0.00		-1,066.58
53800 OTHER SERVICES	4,000.00	9,821.80	0.00		-5,821.80
54200 OFFICE SUPPLIES	850.00	774.62	0.00		75.38
54300 BLDG AND EQ REPAIRS AND MAINT	1,500.00	927.67	0.00		572.33
54500 CUSTODIAL SUPPLIES	1,500.00	1,723.61	0.00		-223.61
54800 VEHICULAR SUPPLIES	1,000.00	835.16	0.00		164.84
54805 VEHICLES GASOLINE	4,500.00	6,928.07	0.00		-2,428.07
55800 OTHER SUPPLIES	4,000.00	7,046.48	0.00		-3,046.48
57100 IN-STATE TRAVEL	500.00	764.88	0.00		-264.88
57150 TRAINING & EDUCATION	0.00	79.00	0.00		-79.00
57300 DUES AND MEMBERSHIP	2,500.00	1,625.40	0.00		874.60
58700 REPLACEMENT EQUIPMENT	12,500.00	3,801.14	0.00		8,698.86
TOTAL FIRE - EXPENSES	63,350.00	61,717.58	0.00	0.00	1,632.42

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01220506 4 SUPPLY HOSE & ADAPT 5/3/10 "					
58500 4 SUPPLY HOSE & ADAPTERS	1,344.07		0.00	1,344.07	0.00
TOTAL 4 SUPPLY HOSE & ADAPT 5/3/10"	1,344.07	0.00	0.00	1,344.07	0.00
TOTAL FIRE	239,263.07	229,655.40	0.00	1,344.07	8,263.60
231 AMBULANCE					
01231100 AMBULANCE - SALARIES					
51100 SALARIES	129,575.00	121,831.06	0.00		7,743.94
51110 F/T WAGES	22,648.00	21,830.64	0.00		817.36
51200 P/T WAGES	68,000.00	76,647.25	0.00		-8,647.25
51300 OVERTIME	22,000.00	18,727.94	0.00		3,272.06
51904 STIPENDS	2,500.00	3,500.00	0.00		-1,000.00
TOTAL AMBULANCE - SALARIES	244,723.00	242,536.89	0.00	0.00	2,186.11
01231200 AMBULANCE - EXPENSES 0.00					
52400 REPAIRS AND MAINT AGREEMENT			0.00		-6,196.13
53800 OTHER SERVICES	2,500.00	3,454.30	0.00		-954.30
54200 OFFICE SUPPLIES	1,000.00	612.46	0.00		387.54
54800 VEHICULAR SUPPLIES	500.00	567.43	0.00		-67.43
54805 VEHICLES GASOLINE	7,000.00	8,975.13	0.00		-1,975.13
55000 MEDICAL SUPPLIES	12,000.00	21,740.06	0.00		-9,740.06
55800 OTHER SUPPLIES	2,000.00	4,230.14	0.00		-2,230.14
57000 EXPENDITURES	500.00	80.95	0.00		419.05
57100 IN-STATE TRAVEL	0.00	130.65	0.00		-130.65
57150 TRAINING AND EDUCATION	5,000.00	2,406.95	0.00		2,593.05
57300 DUES AND MEMBERSHIPS	6,000.00	2,215.00	0.00		3,785.00
58500 ADDITIONAL EQUIPMENT	16,500.00	0.00	0.00		16,500.00
TOTAL AMBULANCE - EXPENSES	60,500.00	58,109.20	0.00	0.00	2,390.80

FY2012 BUDGET ANALYSIS						
0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE	
01231502 AMBULANCE PURCHASE 11/14/11						
58000 CAPITAL	160,000.00	158,550.00	0.00	1,450.00	0.00	
TOTAL AMBULANCE PURCHASE 11/14/11	160,000.00	158,550.00	0.00	1,450.00	0.00	
TOTAL AMBULANCE	465,223.00	459,196.09	0.00	1,450.00	4,576.91	
241 BUILDING INSPECTOR						
01241100 BUILDING INSPECTOR - SALARIES						
51100 SALARIES	61,946.00	61,945.05	0.00		0.95	
51110 F/T WAGES	28,419.00	28,282.80	0.00		136.20	
51904 STIPENDS	27,048.00	25,846.00	0.00		1,202.00	
TOTAL BUILDING INSPECTOR - SALARIES	117,413.00	116,073.85	0.00	0.00	1,339.15	
01241200 BUILDING INSPECTOR - EXPENSES						
52400 REPAIRS AND MAINT AGREEMENT			0.00		0.00	
53800 OTHER SERVICES	100.00	1,144.30	0.00		-1,044.30	
54200 OFFICE SUPPLIES	576.00	847.91	0.00		-271.91	
57100 IN-STATE TRAVEL	4,000.00	2,481.84	0.00		1,518.16	
57150 TRAINING AND EDUCATION	1,400.00	761.75	55.40		582.85	
57300 DUES AND MEMBERSHIPS	350.00	225.00	0.00		125.00	
TOTAL BUILDING INSPECTOR - EXPENSES	6,826.00	5,860.80	55.40	0.00	909.80	
TOTAL BUILDING INSPECTOR	124,239.00	121,934.65	55.40	0.00	2,248.95	
244 WEIGHTS AND MEASURES						
01244200 WEIGHTS & MEASURES - EXPENSES						
53000 PROF AND TECHNICAL CONSULTANT			0.00		0.00	
TOTAL WEIGHTS & MEASURES - EXPENSES	750.00	750.00	0.00	0.00	0.00	

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
291 CIVIL DEFENSE					
01291100 CIVIL DEFENSE - SALARIES					
51904 STIPENDS	325.00	325.00	0.00		0.00
TOTAL CIVIL DEFENSE - SALARIES	325.00	325.00	0.00	0.00	0.00
01291200 CIVIL DEFENSE - EXPENSES					
52400 REPAIRS AND MAINT AGREEMENT			0.00		-900.00
55800 OTHER SUPPLIES	1,200.00	0.00	0.00		1,200.00
TOTAL CIVIL DEFENSE - EXPENSES	1,200.00	900.00	0.00	0.00	300.00
TOTAL CIVIL DEFENSE	1,525.00	1,225.00	0.00	0.00	300.00
292 ANIMAL CONTROL					
01292200 ANIMAL CONTROL					
53000 PROF AND TECHNICAL CONSULTANTS			0.00		0.00
TOTAL ANIMAL CONTROL	24,900.00	24,900.00	0.00	0.00	0.00
294 FORESTRY					
01294100 FORESTRY - SALARIES					
51904 STIPENDS	600.00	600.00	0.00		0.00
TOTAL FORESTRY - SALARIES	600.00	600.00	0.00		0.00
01294200 FORESTRY - EXPENSES					
52400 REPAIRS AND MAINT AGREEMENT			0.00		900.00
TOTAL FORESTRY - EXPENSES	4,500.00	3,600.00	0.00	0.00	900.00
TOTAL FORESTRY	5,100.00	4,200.00	0.00	0.00	900.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01295200 WATERWAYS - DIVE RESCUE					
55800 OTHER SUPPLIES	3,000.00	5,704.52	0.00		-2,704.52
57150 TRAINING AND EDUCATION	0.00	75.00	0.00		-75.00
58500 ADDITIONAL EQUIPMENT	3,000.00	166.00	0.00	54.48	2,779.52
TOTAL WATERWAYS - DIVE RESCUE	6,000.00	5,945.52	0.00	54.48	0.00
TOTAL PUBLIC SAFETY	2,488,582.07	2,398,351.17	55.40	73,276.38	16,899.12

300 SYSTEM WIDE

13011110					
51110 VIDEO SERVICES	1,200.00	1,200.00	0.00		0.00
51200 SCHOOL COMM - SECRETARY WAGE			0.00		0.00
53000 CONTRACTUAL SERVICES	5,000.00	5,000.00	0.00		0.00
53001 ADVERTISING	5,592.42	5,592.42	0.00		0.00
53402 PRINTING AND MAILING	2,912.24	2,912.24	0.00		0.00
57300 DUES AND MEMBERSHIPS	11,697.00	11,697.00	0.00		0.00
TOTAL SCHOOL COMMITTEE	27,601.66	27,601.66	0.00	0.00	0.00

13011210 SUPERINTENDENT

51100 SUPERINTENDENT SALARY	151,146.00	151,146.00	0.00		0.00
51110 SECRETARY WAGES	53,059.00	53,059.00	0.00		0.00
54200 OFFICE SUPPLIES	796.90	796.90	0.00		0.00
57100 TRAVEL AND CONFERENCES	227.81	227.81	0.00		0.00
57300 DUES AND MEMBERSHIPS	5,235.00	5,235.00	0.00		0.00
TOTAL SUPERINTENDENT	210,464.71	210,464.71	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13011230 CURRICULUM & INSTRUCTION					
51100 CURRICULUM DIRECTOR SALARY	55,632.07	55,632.07	0.00		0.00
54200 OFFICE SUPPLIES	0.00	0.00	0.00		0.00
57100 TRAVEL AND CONFERENCES	0.00	0.00	0.00		0.00
57300 DUES AND MEMBERSHIPS	0.00	0.00	0.00		0.00
TOTAL CURRICULUM & INSTRUCTION	55,632.07	55,632.07	0.00	0.00	0.00
13011410 BUSINESS OFFICE					
51100 BUSINESS MANAGER SALARY	102,512.00	102,512.00	0.00		0.00
51110 BUDGET OFFICER/ASSISTANT SALARY			0.00		0.00
51200 BOOKKEEPER/SECRETARY WAGES			0.00		0.00
54200 OFFICE SUPPLIES	463.40	463.40	0.00		0.00
57100 TRAVEL AND CONFERENCES	100.00	100.00	0.00		0.00
57300 DUES AND MEMBERSHIPS	200.00	200.00	0.00		0.00
TOTAL BUSINESS OFFICE	202,349.80	202,349.80	0.00	0.00	0.00
13011430 LEGAL SERVICES					
53002 LEGAL SERVICES	16,089.95	16,089.95	0.00		0.00
TOTAL LEGAL SERVICES	16,089.95	16,089.95	0.00	0.00	0.00
13011450 DISTRICT TECHNOLOGY					
51100 TECH COORDINATOR	61,847.00	61,847.00	0.00		0.00
54200 TECH SUPPLIES	855.67	855.67	0.00		0.00
57100 TRAVEL AND CONFERENCES	200.00	200.00	0.00		0.00
57300 DUES AND MEMBERSHIPS	0.00	0.00	0.00		0.00
TOTAL DISTRICT TECHNOLOGY	62,902.67	62,902.67	0.00	0.00	0.00
13012250 NON INSTRUCTION TECHNOLOGY					
55800 DISTRICT WIDE NON-INSTR TECH	8,425.46	8,425.46	0.00		0.00
TOTAL NON INSTRUCTION TECHNOLOGY	8,425.46	8,425.46	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13013010 SALARY ADJ/MERIT PAY					
51400 SALARY ADJUSTMENT/OTHER COMP				0.00	0.00
TOTAL SALARY ADJ/MERIT PAY	12,780.00	12,780.00	0.00	0.00	0.00
13013200 HEALTH SERVICES					
51904 SCHOOL PHYSICIAN CONTR SERVICE				0.00	0.00
53800 OTHER SERVICES	3,000.00	3,000.00	0.00		0.00
TOTAL HEALTH SERVICES	3,000.00	3,000.00	0.00	0.00	0.00
13014130 UTILITY SERVICES					
53400 TELEPHONE	16,396.63	16,396.63	0.00		0.00
TOTAL UTILITY SERVICES	16,396.63	16,396.63	0.00	0.00	0.00
13014210 MAINTENANCE OF GROUNDS					
51100 CUSTODIAN - GROUNDSKEEPER	67,995.00	67,995.00	0.00		0.00
51300 CUSTODIAN - GROUNDSKEEPER OT			0.00		0.00
54600 GROUNDS SUPPLIES/MATERIAL	9,398.39	9,398.39	0.00		0.00
TOTAL MAINTENANCE OF GROUNDS	77,393.39	77,393.39	0.00	0.00	0.00
13014450 DSTR NETWORK & TELECOMM					
51110 NETWORK SUPPORT TECH	76,382.23	76,382.23	0.00		0.00
53400 NETWORKING/TELECOMMUNICATION	9,269.45	9,269.45	0.00		0.00
55802 SYSTEM WIDE TECHNOLOGY	47,649.54	47,649.54	0.00		0.00
TOTAL DSTR NETWORK & TELECOMM	133,301.22	133,301.22	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13022110 SPED ADMINISTRATION					
51100 DIRECTOR OF STUDENT SERVICES	98,010.34	98,010.34	0.00		0.00
51110 SPED SECRETARY	40,989.81	40,989.81	0.00		0.00
51200 SPED COORDINATOR	69,981.26	69,981.26			0.00
54200 SPED SUPPLIES	4,545.56	4,545.56	0.00		0.00
57100 SPED TRAVEL AND CONFERENCES			0.00		0.00
57300 SPED DUES AND MEMBERSHIPS	0.00	0.00	0.00		0.00
TOTAL SPED ADMINISTRATION	213,526.97	213,526.97	0.00	0.00	0.00
13022305 SPED TEACHING					
51100 SPED TEACHING SALARIES	13,137.50	13,137.50	0.00		0.00
TOTAL SPED TEACHING	13,137.50	13,137.50	0.00	0.00	0.00
13022320 SPED SERVICES					
51100 DISTRICT WIDE THERAPISTS	185,896.00	185,896.00	0.00		0.00
51430 DW THERAPISTS - HONORARIUM	3,000.00	3,000.00	0.00		0.00
53000 SPED CONTRACTED SERVICES	8,012.00	8,012.00	0.00		0.00
53200 SPED TUTORING	0.00	0.00	0.00		0.00
58000 SPED D/W ADAPTIVE EQUIPMENT	290.50	290.50	0.00		0.00
TOTAL SPED SERVICES	197,198.50	197,198.50	0.00	0.00	0.00
13022330 SPED PARAPROFESSIONAL					
51110 SPED PARAPROFESSIONAL SALARIES			0.00		0.00
TOTAL SPED PARAPROFESSIONAL	27,882.73	27,882.73	0.00	0.00	0.00
13022357 SPED PROF DEV					
57300 SPED COURSE REIMBURSEMENT			0.00		0.00
TOTAL SPED PROF DEV	790.00	790.00	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13022720 SPED TESTING AND ASSESSMENT					
53000 SPED TESTING AND ASSESSMENT			0.00		0.00
TOTAL SPED TESTING AND ASSESSMENT	0.00	0.00	0.00	0.00	0.00
13022800 SPED PSYCHOLOGIST					
51100 SPED PSYCHOLOGIST SALARIES	47,762.00	42,251.00	5,511.00		0.00
TOTAL SPED PSYCHOLOGIST	47,762.00	42,251.00	5,511.00	0.00	0.00
13029300 SPED - TUITION					
53200 SPED TUITIONS	0.00	0.00	0.00		0.00
TOTAL SPED - TUITION	0.00	0.00	0.00	0.00	0.00
TOTAL SYSTEM WIDE	1,326,635.26	1,321,124.26	5,511.00	0.00	0.00

301 ECC					
13112325 SUBSTITUTE TEACHERS					
51200 SUBSTITUTES	0.00		0.00		0.00
TOTAL SUBSTITUTE TEACHERS	0.00	0.00	0.00	0.00	0.00
13112430 GENERAL SUPPLIES					
55800 TECHNOLOGY SUPPLIES	405.21	405.21	0.00		0.00
TOTAL GENERAL SUPPLIES	405.21	405.21	0.00	0.00	0.00
13112455 INSTRUCTIONAL SOFTWARE					
55100 INSTRUCTIONAL SOFTWARE	329.00	329.00	0.00		0.00
TOTAL INSTRUCTIONAL SOFTWARE	329.00	329.00	0.00	0.00	0.00
13113200 HEALTH SERVICES					
54200 HEALTH OFFICE SUPPLIES	500.00	500.00	0.00		0.00
TOTAL HEALTH SERVICES	500.00	500.00	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13114110 CUSTODIAL SERVICES					
54500 BUILDING SUPPLIES	1,947.97	1,947.97	0.00		0.00
TOTAL CUSTODIAL SERVICES	1,947.97	1,947.97	0.00	0.00	0.00
13122110 SPED ADMINISTRATION					
54200 SPED SUPPLIES	574.24	574.24	0.00		0.00
TOTAL SPED ADMINISTRATION	574.24	574.24	0.00	0.00	0.00
13122305 SPED TEACHING					
51100 SPED TEACHER SALARIES	56,944.00	56,944.00	0.00		0.00
TOTAL SPED TEACHING	56,944.00	56,944.00	0.00	0.00	0.00
13122330 SPED PARAPROFESSIONAL					
51110 SPED PARAPROFESSIONAL SALARIES			0.00		0.00
TOTAL SPED PARAPROFESSIONAL	40,913.81	40,913.81	0.00	0.00	0.00
TOTAL ECC	101,614.23	101,614.23	0.00	0.00	0.00
302 ELEMENTARY					
13212210 PRINCIPAL'S OFFICE					
51100 PRINCIPAL	89,119.00	89,119.00	0.00		0.00
51110 SECRETARY/CLERK WAGES	41,019.23	41,019.23	0.00		0.00
54200 PRINCIPAL OFFICE SUPPLIES	2,121.76	2,121.76	0.00		0.00
57100 PRINCIPAL TRVL/CONFERENCE	0.00	0.00	0.00		0.00
57300 PRIN DUES/MEMBERSHIPS	530.00	530.00	0.00		0.00
TOTAL PRINCIPAL'S OFFICE	132,789.99	132,789.99	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13212305 TEACHERS SALARIES					
51100 TEACHER SALARIES	1,314,605.80	1,278,453.26	36,152.54		0.00
51430 TEACHER HONORARIUMS	11,500.00	11,500.00	0.00		0.00
TOTAL TEACHERS SALARIES	1,326,105.80	1,289,953.26	36,152.54	0.00	0.00
13212325 SUBSTITUTE TEACHERS					
51200 SUBSTITUTES	26,795.00	26,795.00	0.00		0.00
TOTAL SUBSTITUTE TEACHERS	26,795.00	26,795.00	0.00	0.00	0.00
13212330 PARAPROFESSIONALS					
51110 PARAPROFESSIONAL SALARIES	22,454.97	22,454.97	0.00		0.00
TOTAL PARAPROFESSIONALS	22,454.97	22,454.97	0.00	0.00	0.00
13212340 LIBRARY SERVICES					
51110 LIBRARY AIDE	14,564.10	14,564.10	0.00		0.00
TOTAL LIBRARY SERVICES	14,564.10	14,564.10	0.00	0.00	0.00
13212357 PROFESSIONAL DEVELOPMENT					
57300 COURSE REIMBURSEMENT	910.00	910.00	0.00		0.00
TOTAL PROFESSIONAL DEVELOPMENT	910.00	910.00	0.00	0.00	0.00
13212410 TEXTBOOKS/MATERIALS					
55100 TEXTBOOKS/MATERIALS	14,679.80	12,936.26	1,743.54		0.00
TOTAL TEXTBOOKS/MATERIALS	14,679.80	12,936.26	1,743.54	0.00	0.00
13212430 GENERAL SUPPLIES					
54200 GENERAL EDUCATION SUPPLIES	9,653.23	9,653.23	0.00		0.00
55800 TECHNOLOGY SUPPLIES	1,748.17	1,748.17	0.00		0.00
TOTAL GENERAL SUPPLIES	11,401.40	11,401.40	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13212451 INSTRUCTIONAL HARDWARE					
55100 TECH INSTRUCTIONAL HARDWARE			0.00		0.00
TOTAL INSTRUCTIONAL HARDWARE	709.88	709.88	0.00	0.00	0.00
13212455 INSTRUCTIONAL SOFTWARE					
55100 INSTRUCTIONAL SOFTWARE	1,917.00	1,917.00	0.00		0.00
TOTAL INSTRUCTIONAL SOFTWARE	1,917.00	1,917.00	0.00	0.00	0.00
13212710 GUIDANCE SERVICES					
51100 GUIDANCE COUNSELOR SALARY			3,898.50		0.00
TOTAL GUIDANCE SERVICES	32,807.32	28,908.82	3,898.50	0.00	0.00
13213200 HEALTH SERVICES					
51100 NURSES SALARY	67,392.00	67,392.00	0.00		0.00
51430 NURSES HONORARIUM	2,000.00	2,000.00	0.00		0.00
54200 HEALTH OFFICE SUPPLIES	1,516.89	1,516.89	0.00		0.00
TOTAL HEALTH SERVICES	70,908.89	70,908.89	0.00	0.00	0.00
13214110 CUSTODIAL SERVICES					
51100 CUSTODIAN SALARIES	74,724.48	74,724.48	0.00		0.00
51300 CUSTODIAN OVERTIME	418.08	418.08	0.00		0.00
54500 BUILDING SUPPLIES	12,007.09	12,007.09	0.00		0.00
TOTAL CUSTODIAL SERVICES	87,149.65	87,149.65	0.00	0.00	0.00
13214130 UTILITIES					
52300 WATER/SEWER	8,400.00	8,400.00	0.00		0.00
TOTAL UTILITIES	8,400.00	8,400.00	0.00	0.00	0.00
13214210 REFUSE COLLECTION					
52900 RUBBISH REMOVAL	2,818.96	2,818.96	0.00		0.00
TOTAL REFUSE COLLECTION	2,818.96	2,818.96	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13214220 BUILDING MAINTENANCE					
52400 BUILDING ROUTINE REPAIR	1,369.79	1,369.79	0.00		0.00
TOTAL BUILDING MAINTENANCE	1,369.79	1,369.79	0.00	0.00	0.00
13214230 BUILDING SERVICE CONTRACTS					
55100 REPAIR/SERVICE OF MAINT EQUIP	0.00	0.00	0.00		0.00
TOTAL BUILDING SERVICE CONTRACTS	0.00	0.00	0.00	0.00	0.00
13219100 MA SCHOOL TUITION					
53200 TUITIONS	0.00	0.00	0.00		0.00
TOTAL MA SCHOOL TUITION	0.00	0.00	0.00	0.00	0.00
13222110 SPED ADMINISTRATION					
54200 SPED SUPPLIES	178.46	178.46	0.00		0.00
TOTAL SPED ADMINISTRATION	178.46	178.46	0.00	0.00	0.00
13222305 TEACHERS SALARIES					
51100 SPED TEACHER SALARIES	150,055.00	150,055.00	0.00		0.00
TOTAL TEACHERS SALARIES	150,055.00	150,055.00	0.00	0.00	0.00
13222320 SPED SERVICES					
51100 THERAPISTS SALARIES	35,425.00	35,425.00	0.00		0.00
53000 SPED CONTRACTED SERVICES	3,110.83	3,110.83	0.00		0.00
TOTAL SPED SERVICES	38,535.83	38,535.83	0.00	0.00	0.00
13222325 SUBSTITUTE TEACHERS					
51200 SPED SUBSTITUTES	4,550.00	4,550.00	0.00		0.00
TOTAL SUBSTITUTE TEACHERS	4,550.00	4,550.00	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS						
0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE	
13222330 PARAPROFESSIONALS						
51110 SPED PARAPROFESSIONAL SALARIES				0.00		0.00
TOTAL PARAPROFESSIONALS	123,752.22	123,752.22	0.00	0.00		0.00
TOTAL ELEMENTARY	2,072,854.06	2,031,059.48	41,794.58	0.00		0.00
303 INTERMEDIATE/ELEMENTARY						
13312210 PRINCIPAL'S OFFICE						
51100 PRINCIPAL/ASST PRIN SALARIES	177,699.00	177,699.00	0.00			0.00
51110 SECRETARY/CLERK WAGES	63,911.97	63,911.97	0.00			0.00
54200 PRINCIPAL OFFICE SUPPLIES	5,195.73	5,195.73	0.00			0.00
57100 PRINCIPAL TRAVEL/CONFERENCE	400.00	400.00	0.00			0.00
57300 PRIN/ASST DUES MEMBERSHIPS	755.00	755.00	0.00			0.00
TOTAL PRINCIPAL'S OFFICE	247,961.70	247,961.70	0.00	0.00		0.00
13312220 COORDINATORS						
51100 GRADE LEVEL COORDINATOR	0.00		0.00			0.00
51110 CO-CURRICULAR STIPENDS	11,751.00	11,751.00	0.00			0.00
TOTAL COORDINATORS	11,751.00	11,751.00	0.00	0.00		0.00
13312305 TEACHERS SALARIES						
51100 TEACHER SALARIES	1,857,746.03	1,753,271.50	104,474.53			0.00
51430 TEACHER HONORARIUMS	19,000.00	19,000.00	0.00			0.00
TOTAL TEACHERS SALARIES	1,876,746.03	1,772,271.50	104,474.53	0.00		0.00
13312325 SUBSTITUTE TEACHERS						
51200 SUBSTITUTES	43,106.68	43,106.68	0.00			0.00
TOTAL SUBSTITUTE TEACHERS	43,106.68	43,106.68	0.00	0.00		0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13312340 LIBRARY SERVICES					
51100 LIBRARIAN SALARY	76,184.00	67,393.45	8,790.55		0.00
51110 LIBRARY PARAPROFESSIONAL	0.00		0.00		0.00
51430 LIBRARIAN HONORARIUMS	2,000.00	2,000.00	0.00		0.00
TOTAL LIBRARY SERVICES	78,184.00	69,393.45	8,790.55	0.00	0.00
13312357 PROFESSIONAL DEVELOPMENT					
57300 COURSE REIMBURSEMENT	11,265.50	10,465.50	800.00		0.00
TOTAL PROFESSIONAL DEVELOPMENT	11,265.50	10,465.50	800.00	0.00	0.00
13312410 TEXTBOOKS/MATERIALS					
55100 TEXTBOOKS/MATERIALS	12,208.76	10,730.36	1,478.40		0.00
TOTAL TEXTBOOKS/MATERIALS	12,208.76	10,730.36	1,478.40	0.00	0.00
13312430 GENERAL SUPPLIES					
54200 GENERAL EDUCATION SUPPLIES	12,431.58	12,431.58	0.00		0.00
55800 TECHNOLOGY SUPPLIES	3,977.86	3,977.86	0.00		0.00
55804 MUSIC SUPPLIES	311.68	311.68	0.00		0.00
55805 GYM SUPPLIES	615.96	615.96	0.00		0.00
55806 ART SUPPLIES	3,119.93	3,119.93	0.00		0.00
55808 SCIENCE SUPPLIES	0.00	0.00	0.00		0.00
TOTAL GENERAL SUPPLIES	20,457.01	20,457.01	0.00	0.00	0.00
13312451 INSTRUCTIONAL HARDWARE					
55100 TECH INSTRUCTIONAL HARDWARE			0.00		0.00
TOTAL INSTRUCTIONAL HARDWARE	1,997.04	1,997.04	0.00	0.00	0.00
13312455 INSTRUCTIONAL SOFTWARE					
55100 INSTRUCTIONAL SOFTWARE	3,975.63	3,975.63	0.00		0.00
TOTAL INSTRUCTIONAL SOFTWARE	3,975.63	3,975.63	0.00		0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13312710 GUIDANCE SERVICES					
54200 GUIDANCE OFFICE SUPPLIES	0.00		0.00		0.00
TOTAL GUIDANCE SERVICES	0.00	0.00	0.00	0.00	0.00
13313200 HEALTH SERVICES					
51100 NURSES SALARY	33,567.49	29,451.41	4,116.08		0.00
54200 HEALTH OFFICE SUPPLIES	1,596.81	1,596.81	0.00		0.00
TOTAL HEALTH SERVICES	35,164.30	31,048.22	4,116.08	0.00	0.00
13313520 OTHER STUDENT ACTIVITIES					
55800 LEGO ROBOTICS/SCIENCE F	938.05	938.05	0.00		0.00
TOTAL OTHER STUDENT ACTIVITIES	938.05	938.05	0.00	0.00	0.00
13314110 CUSTODIAL SERVICES					
51100 CUSTODIAN SALARIES	114,342.00	114,342.00			0.00
51300 CUSTODIAN OVERTIME	385.74	385.74	0.00		0.00
54500 BUILDING SUPPLIES	14,853.38	14,853.38	0.00		0.00
TOTAL CUSTODIAL SERVICES	129,581.12	129,581.12	0.00	0.00	0.00
13314130 UTILITIES					
52101 ELECTRICITY	20,284.36	20,284.36	0.00		0.00
52300 WATER/SEWER	7,120.00	7,120.00	0.00		0.00
53400 TELEPHONE	1,007.85	1,007.85	0.00		0.00
TOTAL UTILITIES	28,412.21	28,412.21	0.00	0.00	0.00
13314210 REFUSE COLLECTION					
52900 RUBBISH REMOVAL	10,386.79	10,386.79	0.00		0.00
TOTAL REFUSE COLLECTION	10,386.79	10,386.79	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13314220 BUILDING MAINTENANCE					
52400 BUILDING ROUTINE REPAIR	2,785.20	2,785.20	0.00		0.00
TOTAL BUILDING MAINTENANCE	2,785.20	2,785.20	0.00	0.00	0.00
13314230 BUILDING SERVICE CONTRACTS					
55100 REPAIR/SERVICE OF MAINT EQUIP	0.00	0.00	0.00		0.00
TOTAL BUILDING SERVICE CONTRACTS	0.00	0.00	0.00	0.00	0.00
13319100 TUITION TO MASS SCHOOLS					
53200 TUITIONS	0.00	0.00	0.00		0.00
TOTAL TUITION TO MASS SCHOOLS	0.00	0.00	0.00	0.00	0.00
13322110 SPED ADMINISTRATION					
54200 SPED SUPPLIES	531.56	531.56	0.00		0.00
TOTAL SPED ADMINISTRATION	531.56	531.56	0.00	0.00	0.00
13322310 SPED TEACHERS SALARIES					
51100 TEACHER SALARIES	325,185.08	316,599.08	8,586.00		0.00
51430 SPED TEACHER HONORARIUM	2,500.00	2,500.00	0.00		0.00
TOTAL SPED TEACHERS SALARIES	327,685.08	319,099.08	8,586.00	0.00	0.00
13322320 SPED SERVICES					
51100 THERAPISTS SALARIES	55,739.00	55,739.00	0.00		0.00
53000 SPED CONTRACTED SERVICES	3,375.00	3,375.00	0.00		0.00
53200 SPED TUTORING	3,067.50	3,067.50	0.00		0.00
TOTAL SPED SERVICES	62,181.50	62,181.50	0.00	0.00	0.00
13322325 SUBSTITUTE TEACHERS					
51200 SPED SUBSTITUTES	350.00	350.00	0.00		0.00
TOTAL SUBSTITUTE TEACHERS	350.00	350.00	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13322330 PARAPROFESSIONAL					
51110 SPED PARAPROFESSIONAL SALARIES				0.00	0.00
TOTAL PARAPROFESSIONAL	170,587.06	170,587.06	0.00	0.00	0.00
13322800 PSYCHOLOGISTS SALARIES					
51100 SPED PSYCHOLOGIST SALARIES	70,849.00	62,674.08	8,174.92		0.00
TOTAL PSYCHOLOGISTS SALARIES	70,849.00	62,674.08	8,174.92	0.00	0.00
13329330 SPED TUITION					
53200 SPED TUITION	0.00	0.00	0.00		0.00
TOTAL SPED TUITION	0.00	0.00	0.00	0.00	0.00
TOTAL INTERMEDIATE/ELEMENTARY	3,147,105.22	3,010,684.74	136,420.48	0.00	0.00
304 HIGH SCHOOL					
13412210 PRINCIPAL'S OFFICE					
51100 PRINCIPAL/ASST PRIN SALARIES	183,389.00	183,389.00	0.00		0.00
51110 SECRETARY WAGES	63,373.17	63,373.17	0.00		0.00
54200 PRINCIPAL OFFICE SUPPLY	6,703.44	6,703.44	0.00		0.00
55800 AWARDS	705.25	705.25	0.00		0.00
55801 GRADUATION SUPPLIES	4,177.42	4,177.42	0.00		0.00
57100 PRIN/ASST TRAVEL CONFERENCE	634.89	634.89	0.00		0.00
57300 PROFESSIONAL/SCH MEMBERSHIP				0.00	0.00
TOTAL PRINCIPAL'S OFFICE	264,075.17	264,075.17	0.00	0.00	0.00
13412220 COORDINATORS					
51100 DEPARTMENT CHAIR STIPENDS	21,927.90	21,927.90	0.00		0.00
51110 CO-CURRICULAR STIPENDS	41,592.28	41,592.28	0.00		0.00
TOTAL COORDINATORS	63,520.18	63,520.18	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13412305 TEACHERS SALARIES					
51100 TEACHER SALARIES	2,391,488.57	2,307,169.63	84,318.94		0.00
51430 TEACHER HONORARIUMS	11,500.00	11,500.00	0.00		0.00
TOTAL TEACHERS SALARIES	2,402,988.57	2,318,669.63	84,318.94	0.00	0.00
13412325 SUBSTITUTE TEACHERS					
51200 SUBSTITUTES	20,360.00	20,360.00	0.00		0.00
TOTAL SUBSTITUTE TEACHERS	20,360.00	20,360.00	0.00	0.00	0.00
13412330 PARAPROFESSIONALS					
51110 PARAPROFESSIONAL SALARIES	0.00	0.00	0.00		0.00
TOTAL PARAPROFESSIONALS	0.00	0.00	0.00	0.00	0.00
13412340 LIBRARY SERVICES					
51100 LIBRARIAN SALARY	70,849.00	70,849.00	0.00		0.00
TOTAL LIBRARY SERVICES	70,849.00	70,849.00	0.00	0.00	0.00
13412357 PROFESSIONAL DEVELOPMENT					
57300 COURSE REIMBURSEMENT	11,247.00	10,247.00	1,000.00		0.00
TOTAL PROFESSIONAL DEVELOPMENT	11,247.00	10,247.00	1,000.00	0.00	0.00
13412410 TEXTBOOKS/MATERIALS					
55100 TEXTBOOKS/MATERIALS	24,392.09	24,107.90	284.19		0.00
TOTAL TEXTBOOKS/MATERIALS	24,392.09	24,107.90	284.19	0.00	0.00
13412420 INSTRUCTIONAL EQUIPMENT					
55100 INSTRUCTIONAL EQUIPMENT	1,916.14	1,916.14	0.00		0.00
TOTAL INSTRUCTIONAL EQUIPMENT	1,916.14	1,916.14	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13412430 GENERAL SUPPLIES					
54200 GENERAL EDUCATION SUPPLIES	7,357.28	7,357.28	0.00		0.00
55800 TECHNOLOGY SUPPLIES	5,423.25	5,423.25	0.00		0.00
55803 INDUSTRIAL ARTS SUPPLIES	4,026.86	4,026.86	0.00		0.00
55804 MUSIC SUPPLIES	3,026.23	3,026.23	0.00		0.00
55805 GYM SUPPLIES	1,043.52	1,043.52	0.00		0.00
55806 ART SUPPLIES	4,012.58	4,012.58	0.00		0.00
55807 WORLD LANGUAGE SUPPLIES	0.00	0.00	0.00		0.00
55808 SCIENCE SUPPLIES	2,036.04	2,036.04	0.00		0.00
55809 AP SUPPLIES	3,052.00	3,052.00	0.00		0.00
55810 FAMILY CONSUMER SCIENCE	982.07	982.07	0.00		0.00
TOTAL GENERAL SUPPLIES	30,959.83	30,959.83	0.00	0.00	0.00
13412451 INSTRUCTIONAL HARDWARE					
55100 TECH INSTRUCTIONAL	5,907.00	5,907.00	0.00		0.00
TOTAL INSTRUCTIONAL HARDWARE	5,907.00	5,907.00	0.00	0.00	0.00
13412455 INSTRUCTIONAL SOFTWARE					
55100 INSTRUCTIONAL SOFTWARE	9,871.86	9,871.86	0.00		0.00
TOTAL INSTRUCTIONAL SOFTWARE	9,871.86	9,871.86	0.00	0.00	0.00
13412710 GUIDANCE SERVICES					
51100 GUIDANCE COUNSELOR SALARY			15,359.61		0.00
51110 GUIDANCE SECRETARY SALARY	40,945.68	40,945.68	0.00		0.00
54200 GUIDANCE OFFICE SUPPLIES	3,189.69	3,189.69	0.00		0.00
TOTAL GUIDANCE SERVICES	177,250.37	161,890.76	15,359.61	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13413200 HEALTH SERVICES					
51100 NURSES SALARY	67,287.00	67,287.00	0.00		0.00
54200 HEALTH OFFICE SUPPLIES	1,592.15	1,592.15	0.00		0.00
TOTAL HEALTH SERVICES	68,879.15	68,879.15	0.00	0.00	0.00
13413510 ATHLETICS					
51100 COACHES/A.D. SALARY	95,211.90	95,211.90	0.00		0.00
52700 RENTALS AND LEASES	301.00	301.00	0.00		0.00
53000 OFFICIALS	28,540.00	28,540.00	0.00		0.00
53300 ATHLETIC TRANSPORTATION	21,406.25	21,406.25	0.00		0.00
54200 ATHLETIC SUPPLIES	14,108.33	14,108.33	0.00		0.00
57300 ATHLETIC DUES/MEMBERSHIPS	7,714.00	7,714.00	0.00		0.00
TOTAL ATHLETICS	167,281.48	167,281.48	0.00	0.00	0.00
13413520 OTHER STUDENT ACTIVITIES					
53300 FIELD TRIPS	3,295.65	3,295.65	0.00		0.00
55800 BAND/CHORUS SUPPLIES	2,093.87	2,093.87	0.00		0.00
57100 TRAVEL AND CONFERENCES	1,357.00	1,357.00	0.00		0.00
TOTAL OTHER STUDENT ACTIVITIES	6,746.52	6,746.52	0.00	0.00	0.00
13414110 CUSTODIAL SERVICES					
51100 CUSTODIAN SALARIES	114,100.62	114,100.62	0.00		0.00
51300 CUSTODIAN OVERTIME	838.41	838.41	0.00		0.00
54500 BUILDING SUPPLIES	23,004.72	23,004.72	0.00		0.00
TOTAL CUSTODIAL SERVICES	137,943.75	137,943.75	0.00	0.00	0.00
13414120 FUEL OIL/PROPANE					
52102 FUEL OIL/PROPANE	0.00		0.00		0.00
TOTAL FUEL OIL/PROPANE	0.00	0.00	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13414130 UTILITIES					
52300 WATER/SEWER	1,473.00	1,473.00	0.00		0.00
53400 TELEPHONE	7,477.09	7,477.09	0.00		0.00
TOTAL UTILITIES	8,950.09	8,950.09	0.00	0.00	0.00
13414210 REFUSE COLLECTION					
52900 RUBBISH REMOVAL	10,985.73	10,985.73	0.00		0.00
TOTAL REFUSE COLLECTION	10,985.73	10,985.73	0.00	0.00	0.00
13414220 BUILDING MAINTENANCE					
52400 BUILDING ROUTINE REPAIR	7,653.89	7,653.89	0.00		0.00
TOTAL BUILDING MAINTENANCE	7,653.89	7,653.89	0.00	0.00	0.00
13414230 BUILDING SERVICE CONTRACTS					
52400 BUILDING MAINTENANCE	77,303.43	77,303.43			0.00
52900 OTHER PROPERTY RELATED	7,541.75	7,541.75			0.00
55100 REPAIR/SERVICE OF MAINT EQUIP	0.00		0.00		0.00
TOTAL BUILDING SERVICE CONTRACTS	84,845.18	84,845.18	0.00	0.00	0.00
13422110 SPED ADMINISTRATION					
54200 SPED SUPPLIES	873.02	873.02	0.00		0.00
TOTAL SPED ADMINISTRATION	873.02	873.02	0.00	0.00	0.00
13422305 SPED TEACHER SALARIES					
51100 SPED TEACHER SALARIES	289,309.00	263,241.84	26,067.16		0.00
51430 SPED TEACHER HONORARIUMS	0.00		0.00		0.00
TOTAL SPED TEACHER SALARIES	289,309.00	263,241.84	26,067.16	0.00	0.00

FY2012 BUDGET ANALYSIS						
0100	GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13422320 SPED SERVICES						
	53000 SPED CONTRACTED SERVICES	8,258.80	8,258.80	0.00		0.00
	53200 SPED TUTORING	9,726.99	9,726.99	0.00		0.00
	TOTAL SPED SERVICES	17,985.79	17,985.79	0.00	0.00	0.00
13422325 SUBSTITUTE TEACHERS						
	51200 SPED SUBSTITUTES	0.00	0.00	0.00		0.00
	TOTAL SUBSTITUTE TEACHERS	0.00	0.00	0.00	0.00	0.00
13422330 PARAPROFESSIONALS						
	51110 SPED PARAPROFESSIONAL SALARIES			0.00		0.00
	TOTAL PARAPROFESSIONALS	138,787.63	138,787.63	0.00	0.00	0.00
13422800 PSYCHOLOGIST SALARIES						
	51100 PSYCHOLOGIST SALARIES	77,242.00	68,329.55	8,912.45		0.00
	TOTAL PSYCHOLOGIST SALARIES	77,242.00	68,329.55	8,912.45	0.00	0.00
13429300 SPED TUITION						
	53200 SPED TUITION	304,925.77	304,925.77	0.00		0.00
	TOTAL SPED TUITION	304,925.77	304,925.77	0.00	0.00	0.00
TOTAL HIGH SCHOOL		4,405,746.21	4,269,803.86	135,942.35	0.00	0.00
306 SCHOOL TRANSPORTATION						
13613300 TRANSPORTATION SERVICES - REG						
	53300 REGULAR TRANSPORTATION	617,400.00	617,400.00	0.00		0.00
	TOTAL TRANSPORTATION SERVICES - REG	617,400.00	617,400.00	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
13623300 TRANSPORTATION SERVICES - SPED					
53300 SPED TRANSPORTATION	187,868.02	187,868.02	0.00		0.00
TOTAL TRANSPORTATION SERVICES - SPED	187,868.02	187,868.02	0.00	0.00	0.00
TOTAL SCHOOL TRANSPORTATION	805,268.02	805,268.02	0.00		0.00

307 SCHOOL ENCUMBRANCES

13700600 SCHOOL ENCUMBRANCES					
51000 SALARIES/WAGES	329,045.48	329,045.48	0.00		0.00
57000 EXPENDITURES	0.00		0.00		0.00
TOTAL SCHOOL ENCUMBRANCES	329,045.48	329,045.48	0.00	0.00	0.00

308 MEDICAID REIMBURSEMENT

13800200 MEDICAID REIMBURSEMENT					
53000 PROF AND TECHNICAL CONSULTANTS			979.58		2,821.46
TOTAL MEDICAID REIMBURSEMENT	5,000.00	1,198.96	979.58	0.00	2,821.46

399 VOCATIONAL

13990000 BLACKSTONE VALLEY VOCATIONAL					
51904 STIPENDS	500.00	500.00	0.00		0.00
53200 TUITIONS	442,041.00	442,041.00	0.00		0.00
53201 BVV - DEBT ASSESSMENT	58,185.00	58,185.00	0.00		0.00
TOTAL BLACKSTONE VALLEY VOCATIONAL	500,726.00	500,726.00	0.00	0.00	0.00

13990001 NORFOLK CNTY AGRICULTURAL

53200 NORFOLK CNTY AGRICULTURAL	111,252.00	109,680.00	0.00		1,572.00
53300 TRANSPORTATION	10,000.00	5,737.50	0.00		4,262.50
TOTAL NORFOLK CNTY AGRICULTURAL	121,252.00	115,417.50	0.00	0.00	5,834.50
TOTAL VOCATIONAL	621,978.00	616,143.50	0.00	0.00	5,834.50
TOTAL EDUCATION	12,815,246.48	12,485,942.53	320,647.99	0.00	8,655.96

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
420 HIGHWAYS AND STREETS					
01420200 HIGHWAY SIGNS - EXPENSES					
55300 PUBLIC WORKS SUPPLIES	2,900.00	2,340.31	0.00		559.69
TOTAL HIGHWAY SIGNS - EXPENSES	2,900.00	2,340.31	0.00	0.00	559.69
421 ADMINISTRATION					
01421100 HIGHWAY - SALARIES					
51100 SALARIES	81,735.00	81,734.88	0.00		0.12
51110 F/T WAGES	257,515.00	253,444.94	0.00		4,070.06
51200 P/T WAGES	31,683.00	29,145.04	0.00		2,537.96
51300 OVERTIME	5,000.00	3,534.43	0.00		1,465.57
TOTAL HIGHWAY - SALARIES	375,933.00	367,859.29	0.00	0.00	8,073.71
01421200 HIGHWAY - EXPENSES					
52101 ELECTRICITY	2,750.00	2,016.78	0.00		733.22
52102 HEATING	6,500.00	7,415.48	0.00		-915.48
52400 REPAIRS AND MAINT AGREEMENT	300.00	1,235.28	0.00		-935.28
52900 OTHER PROPERTY RELATED SERV	75.00	653.63	0.00		-578.63
53001 ADVERTISING	650.00	745.53	0.00		-95.53
53400 TELEPHONE	850.00	438.76	0.00		411.24
53404 CELLULAR PHONES	450.00	502.68	0.00		-52.68
53800 OTHER SERVICES	7,000.00	7,128.31	0.00		-128.31
54200 OFFICE SUPPLIES	1,500.00	1,240.19	0.00		259.81
54300 BLDG AND EQ REPAIRS AND MAINT	3,037.00	57.08	0.00		2,979.92
54500 CUSTODIAL SUPPLIES	1,000.00	825.09	0.00		174.91
55000 MEDICAL SUPPLIES	400.00	455.50	0.00		-55.50
57100 IN-STATE TRAVEL	1,000.00	554.04	0.00		445.96
57150 TRAINING AND EDUCATION	400.00	120.00	0.00		280.00
57300 DUES AND MEMBERSHIPS	100.00	155.00	0.00		-55.00
TOTAL HIGHWAY - EXPENSES	26,012.00	23,543.35	0.00	0.00	2,468.65

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01421600 HWY ADMIN ENCUMBRANCES					
54200 OFFICE SUPPLIES	0.00		0.00		0.00
TOTAL HWY ADMIN ENCUMBRANCES	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	401,945.00	391,402.64	0.00	0.00	10,542.36

422 CONSTRUCTION AND MAINTENANCE

01422200 HIGHWAY MAINTENANCE - EXPENSES

52400 REPAIRS AND MAINT AGREEMENT			0.00		-7,885.83
52900 OTHER PROPERTY RELATED SERVICE			0.00		-10,908.35
53800 OTHER SERVICES	0.00	19,641.25	0.00		-19,641.25
54300 BLDG AND EQ REPAIRS AND MAINT	54,500.00	14,073.07	0.00		40,426.93
54800 VEHICULAR SUPPLIES	21,000.00	14,646.25	0.00		6,353.75
54805 VEHICLES GASOLINE	24,000.00	30,408.68	0.00		-6,408.68
55300 PUBLIC WORKS SUPPLIES	23,200.00	21,201.82	0.00		1,998.18
TOTAL HIGHWAY MAINTENANCE - EXPENSES	134,700.00	130,765.25	0.00	0.00	3,934.75
TOTAL CONSTRUCTION AND MAINTENANCE	134,700.00	130,765.25	0.00	0.00	3,934.75

423 SNOW & ICE REMOVAL

01423100 SNOW & ICE - SALARIES

51200 P/T WAGES	0.00	2,532.25	0.00		-2,532.25
51300 OVERTIME	30,570.00	12,796.83	0.00		17,773.17
TOTAL SNOW & ICE - SALARIES	30,570.00	15,329.08	0.00	0.00	15,240.92

01423200 SNOW & ICE - EXPENSES

53800 OTHER SERVICES	24,000.00	27,747.00	0.00		-3,747.00
54800 VEHICULAR SUPPLIES	4,065.00	7,484.53	0.00		-3,419.53
54900 FOOD AND FOOD SERVICE SUPPLIES			0.00		585.61
55300 PUBLIC WORKS SUPPLIES	58,365.00	63,908.95	0.00		-5,543.95
TOTAL SNOW & ICE - EXPENSES	87,430.00	99,554.87	0.00	0.00	-12,124.87
TOTAL SNOW & ICE	118,000.00	114,883.95	0.00	0.00	3,116.05

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
	0.00				
424 STREET LIGHTING	0.00				
01424200 STREET LIGHTING	0.00				
52101 ELECTRICITY	43,444.74	42,856.58	0.00		588.16
TOTAL STREET LIGHTING	43,444.74	42,856.58	0.00	0.00	588.16
434 MONITOR WELLS					
01434200 MONITOR WELLS - EXPENSES					
53000 PROF AND TECH CONSULTANTS	10,450.00	9,675.00	0.00		775.00
TOTAL MONITOR WELLS - EXPENSES	10,450.00	9,675.00	0.00		775.00
435 LANDFILL MAINTENANCE					
01435200 LANDFILL MAINTENANCE - EXPENSE					
53000 PROF AND TECHNICAL CONSULTANT				0.00	35.00
TOTAL LANDFILL MAINTENANCE - EXPENSE	1,235.00	1,200.00	0.00		35.00
491 CEMETERY					
01491200 CEMETERY - EXPENSES					
52300 NON-ENERGY UTILITIES	60.00	25.00	0.00		35.00
52400 REPAIRS AND MAINT AGREEMENT	8,750.00	9,860.00	0.00		-1,110.00
54200 OFFICE SUPPLIES	75.00	0.00	0.00		75.00
54600 GROUNDS KEEPING SUPPLIES	1,000.00	0.00	0.00		1,000.00
TOTAL CEMETERY - EXPENSES	9,885.00	9,885.00	0.00	0.00	0.00
TOTAL PUBLIC WORKS	722,559.74	703,008.73	0.00	0.00	19,551.01

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
510 HEALTH DEPARTMENT					
01510100 BOARD OF HEALTH - SALARIES					
51110 F/T WAGES	37,393.00	37,393.23	0.00		-0.23
51200 P/T WAGES	8,540.00	8,499.40	0.00		40.60
51201 P/T WAGES	595.00	455.00	0.00		140.00
51300 OVERTIME	800.00	491.40	0.00		308.60
TOTAL BOARD OF HEALTH - SALARIES	47,328.00	46,839.03	0.00	0.00	488.97
01510200 BOARD OF HEALTH - EXPENSES					
53000 PROF AND TECHNICAL CONSULTANT			0.00		990.00
53006 BONDING SERVICES	100.00	100.00	0.00		0.00
53404 CELLULAR PHONES	450.00	349.14	0.00		100.86
53800 OTHER SERVICES	1,400.00	2,051.95	0.00		-651.95
54200 OFFICE SUPPLIES	600.00	697.55	0.00		-97.55
55000 MEDICAL SUPPLIES	300.00	0.00	0.00		300.00
55800 OTHER SUPPLIES	200.00	153.85	0.00		46.15
57100 IN-STATE TRAVEL	650.00	639.28	0.00		10.72
57150 TRAINING AND EDUCATION	100.00	110.00	0.00		-10.00
57300 DUES AND MEMBERSHIPS	100.00	100.00	0.00		0.00
TOTAL BOARD OF HEALTH - EXPENSES	7,000.00	6,311.77	0.00	0.00	688.23
TOTAL BOARD OF HEALTH	54,328.00	53,150.80	0.00	0.00	1,177.20
513 ANIMAL INSPECTOR					
01513100 ANIMAL INSPECTOR - SALARIES					
51200 P/T WAGES	2,842.00	2,842.00	0.00		0.00
TOTAL ANIMAL INSPECTOR - SALARIES	2,842.00	2,842.00	0.00	0.00	0.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01513200 ANIMAL INSPECTOR - EXPENSES					
53800 OTHER SERVICES	0.00	75.00	0.00		-75.00
55800 OTHER SUPPLIES	150.00	139.05	0.00		10.95
57100 IN-STATE TRAVEL	200.00	111.87	0.00		88.13
TOTAL ANIMAL INSPECTOR - EXPENSES	350.00	325.92	0.00	0.00	24.08
TOTAL ANIMAL INSPECTOR	3,192.00	3,167.92	0.00	0.00	24.08

522 NURSING

01522100 NURSING - SALARIES

51200 P/T WAGES	14,484.00	13,072.00	0.00		1,412.00
TOTAL NURSING - SALARIES	14,484.00	13,072.00	0.00	0.00	1,412.00

541 COUNCIL ON AGING

01541100 COUNCIL ON AGING - SALARIES

51100 SALARIES	27,481.00	27,480.57	0.00		0.43
51200 P/T WAGES	48,782.00	48,193.51	0.00		588.49
TOTAL COUNCIL ON AGING - SALARIES	76,263.00	75,674.08	0.00	0.00	588.92

01541200 COUNCIL ON AGING - EXPENSES

52400 REPAIRS AND MAINT AGREEMENT			0.00		360.00
53300 TRANSPORTATION	6,300.00	8,096.89	0.00		-1,796.89
53400 TELEPHONE	1,300.00	655.33	59.90		584.77
53800 OTHER SERVICES		420.00			-420.00
54200 OFFICE SUPPLIES	1,200.00	862.54	0.00		337.46
54300 BLDG AND EQ REPAIRS AND MAINT	150.00	0.00	0.00		150.00
54500 CUSTODIAL SUPPLIES	150.00	0.00	0.00		150.00
55800 OTHER SUPPLIES	1,380.00	1,642.70			-262.70
57100 IN-STATE TRAVEL	2,600.00	1,411.03	0.00		1,188.97
57150 TRAINING AND EDUCATION	200.00	75.00	0.00		125.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01541200 COUNCIL ON AGING – EXPENSES – cont.					
57300 DUES AND MEMBERSHIPS	820.00	135.00	0.00		685.00
58500 ADDITIONAL EQUIPMENT		499.00			-499.00
TOTAL COUNCIL ON AGING - EXPENSES	14,500.00	13,837.49	59.90	0.00	602.61
541 COUNCIL ON AGING ENCUMBRANCES					
01541600 COUNCIL ON AGING ENCUMBRANCES					
55800 OTHER SUPPLIES	12.00	7.00			5.00
TOTAL COUNCIL ON AGING ENCUMBRANCES	12.00	7.00	0.00	0.00	5.00
TOTAL COUNCIL ON AGING	90,775.00	89,518.57	59.90	0.00	1,196.53
543 VETERANS SERVICES					
01543200 VETERANS - EXPENSES					
53800 OTHER SERVICES	9,000.00	8,799.63	0.00		200.37
54200 OFFICE SUPPLIES	200.00	178.39	0.00		21.61
55800 OTHER SUPPLIES	500.00	594.72	0.00		-94.72
57100 IN-STATE TRAVEL	280.00	294.55	0.00		-14.55
57300 DUES AND MEMBERSHIPS	35.00		0.00		35.00
TOTAL VETERANS - EXPENSES	10,015.00	9,867.29	0.00	0.00	147.71
01543300 VETERANS - BENEFITS					
57700 VETERANS BENEFITS	80,950.00	80,941.34	0.00		8.66
TOTAL VETERANS - BENEFITS	80,950.00	80,941.34	0.00	0.00	8.66
TOTAL VETERANS SERVICES	90,965.00	90,808.63	0.00	0.00	156.37
TOTAL HUMAN SERVICES	253,744.00	249,717.92	59.90	0.00	3,966.18

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
610 LIBRARY					
01610100 LIBRARY - SALARIES					
51100 SALARIES	64,660.00	64,660.16	0.00		-0.16
51110 F/T WAGES	65,272.00	65,542.73	0.00		-270.73
51200 P/T WAGES	19,382.00	18,615.88	0.00		766.12
TOTAL LIBRARY - SALARIES	149,314.00	148,818.77	0.00	0.00	495.23
01610200 LIBRARY - EXPENSES					
52101 ELECTRICITY	2,427.00	2,178.29	0.00		248.71
52102 HEATING	3,900.00	4,173.43	0.00		-273.43
52400 REPAIRS AND MAINT AGREEMENT	0.00	497.55	0.00		-497.55
52900 OTHER PROPERTY RELATED SERV	0.00	700.00	0.00		-700.00
53000 PROF AND TECHNICAL CONSULTANT			0.00		2,150.00
53400 TELEPHONE	500.00	311.04			188.96
54200 OFFICE SUPPLIES	500.00	884.10	377.63		-761.73
54300 BLDG AND EQ REPAIRS AND MAINT	850.00	34.96			815.04
55800 OTHER SUPPLIES	35,222.00	36,176.33	49.98		-1,004.31
TOTAL LIBRARY - EXPENSES	50,397.00	49,803.70	427.61	0.00	165.69
610 LIBRARY ENCUMBRANCES					
01610600 LIBRARY ENCUMBRANCES					
53400 TELEPHONE	25.88	25.88			0.00
55800 OTHER SUPPLIES	756.54	739.12			17.42
TOTAL LIBRARY ENCUMBRANCES	782.42	765.00	0.00	0.00	17.42
TOTAL LIBRARY	200,493.42	199,387.47	427.61	0.00	678.34

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
630 RECREATION					
01630200 RECREATION - EXPENSES					
52101 ELECTRICITY	2,400.00	2,140.06	0.00		259.94
52400 REPAIRS AND MAINT AGREEMENT	4,000.00	5,056.18	0.00		-1,056.18
53400 TELEPHONE	300.00	379.37	0.00		-79.37
53800 OTHER SERVICES	3,000.00	3,048.15	0.00		-48.15
54300 BLDG AND EQ REPAIRS AND MAINT	600.00	70.47	0.00		529.53
54805 VEHICLES GASOLINE	500.00	404.21	0.00		95.79
55300 PUBLIC WORKS SUPPLIES		1,253.00			-1,253.00
55800 OTHER SUPPLIES	3,650.00	607.45	0.00		3,042.55
57300 DUES AND MEMBERSHIPS	550.00	575.00	0.00		-25.00
TOTAL RECREATION - EXPENSES	15,000.00	13,533.89	0.00	0.00	1,466.11
TOTAL RECREATION	15,000.00	13,533.89	0.00	0.00	1,466.11
691 HISTORICAL COMMISSION					
01691500 HISTORICAL COMM- GRANT					
53000 PROF AND TECHNICAL CONSULTANTS	4,900.00	0.00	0.00	4,900.00	0.00
TOTAL HISTORICAL COMM- GRANT	4,900.00	0.00	0.00	4,900.00	0.00
692 CELEBRATIONS					
01692200 CELEBRATIONS - EXPENSES					
53800 MEMORIAL DAY OTHER SERVICES			0.00		30.00
TOTAL CELEBRATIONS - EXPENSES	1,750.00	1,720.00	0.00	0.00	30.00
TOTAL CULTURE AND RECREATION	222,143.42	214,641.36	427.61	4,900.00	2,174.45

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
709 DEBT - OTHER COSTS					
01709200 BONDING COSTS					
53000 PROF AND TECHNICAL CONSULTANT				0.00	1,000.56
TOTAL BONDING COSTS	6,703.00	5,702.44	0.00	0.00	1,000.56
TOTAL DEBT - OTHER COSTS	6,703.00	5,702.44	0.00	0.00	1,000.56

710 RETIREMENT OF DEBT

01710900 DEBT SERVICE - PRINCIPAL

59100 LONG TERM DEBT - PRINCIPAL	55,000.00	55,000.00	0.00		0.00
59102 POLICE STATION FHA	28,750.00	28,750.00	0.00		0.00
59106 FIRE/EMS STATION	53,462.00	53,462.00	0.00		0.00
59109 SCHOOL CONST (9.9M 12/02)	475,000.00	475,000.00	0.00		0.00
59110 SCHOOL CONST (4.065M)	185,000.00	185,000.00	0.00		0.00
59111 WWTF - LEVY	196,228.00	196,227.65	0.00		0.35
59112 POST OFFICE - NONEXL	24,016.00	24,016.46	0.00		-0.46
59113 CHAPTER 61 LAND	15,000.00	15,000.00	0.00		0.00
59114 AMBULANCE 135K 12/15/06	27,000.00	27,000.00	0.00		0.00
59115 LAND ACQUISITION 767200 12/15/0	53,000.00	53,000.00	0.00		0.00
59116 WWTF LEVY - 300K	11,332.00	11,331.83	0.00		0.17
TOTAL DEBT SERVICE - PRINCIPAL	1,123,788.00	1,123,787.94	0.00	0.00	0.06

751 LONG TERM INTEREST

01751900 DEBT SERVICE - INTEREST

59100 LONG TERM DEBT-INTEREST	5,431.00	5,431.25	0.00		-0.25
59102 POLICE STATION FHA	3,234.00	3,234.37	0.00		-0.37
59106 FIRE/EMS STATION	3,997.00	3,996.29	0.00		0.71
59109 SCHOOL CONST (9.9M 12/02)	270,882.00	270,881.25	0.00		0.75
59110 SCHOOL CONST (4.065M)	120,368.00	120,367.50	0.00		0.50
59111 WWTF - LEVY	96,802.00	96,801.98	0.00		0.02

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
01751900 DEBT SERVICE – INTEREST – cont.					
59112 POST OFFICE - NONEXL	5,454.00	5,453.54	0.00		0.46
59113 CHAPTER 61 LAND	4,545.00	4,545.00	0.00		0.00
59114 AMBULANCE 135K 12/15/06	675.00	675.00	0.00		0.00
59115 LAND ACQUISITION 767200 12/15/0	24,325.00	24,325.00	0.00		0.00
59116 WWTF LEVY - 300K	3,512.00	3,511.82	0.00		0.18
59117 SCHOOL CONSTRUCTION 20M	414,713.00	414,712.50			0.50
TOTAL DEBT SERVICE - INTEREST	953,938.00	953,935.50	0.00	0.00	2.50

752 SHORT TERM INTEREST**01752900 DEBT SERVICE - S/T INTEREST**

59300 BAN INTEREST	3,594.00	3,593.75			0.25
TOTAL DEBT SERVICE - S/T INTEREST	3,594.00	3,593.75	0.00	0.00	0.25

TOTAL DEBT SERVICE	2,088,023.00	2,087,019.63	0.00	0.00	1,003.37
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820 STATE ASSESSMENTS & CHARGES**01820800 STATE ASSESSMENT & CHARGES**

56300 SCHOOL CHOICE ASSESSMENT	233,027.00	221,458.00	0.00		11,569.00
56330 SPED ASSESSMENT	9,222.00	9,947.00	0.00		-725.00
56400 AIR POLLUTION DISTRICTS	2,186.00	2,186.00	0.00		0.00
56460 RMV NON RENEWAL CHARGES	7,740.00	9,980.00	0.00		-2,240.00
56630 REGIONAL TRANSIT AUTHORITY	5,082.00	5,082.00	0.00		0.00
TOTAL STATE ASSESSMENT & CHARGES	257,257.00	248,653.00	0.00		8,604.00

FY2012 BUDGET ANALYSIS

0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE
911 RETIREMENT & PENSION					
01911700 RETIREMENT & PENSION					
51706 WORCESTER REGIONAL RETIREMENT			0.00		0.00
51707 EMPLOYER'S FICA	46,351.00	45,454.29	0.00		896.71
51708 SCHOOL FICA	149,670.00	144,106.97	0.00		5,563.03
TOTAL RETIREMENT & PENSION	884,544.86	878,085.12	0.00	0.00	6,459.74
913 UNEMPLOYMENT COMPENSATION					
01913700 UNEMPLOYMENT COMPENSATION					
51700 UNEMPLOYMENT	96,000.00	81,139.54	0.00		14,860.46
TOTAL UNEMPLOYMENT COMPENSATION	96,000.00	81,139.54	0.00	0.00	14,860.46
914 HEALTH INSURANCE					
01914700 HEALTH INSURANCE					
51703 HEALTH INSURANCE - TOWN	735,987.00	600,951.11	0.00		135,035.89
51704 HEALTH INSURANCE - SCHOOL	2,035,569.00	1,915,150.94	0.00		120,418.06
51705 HEALTH INSURANCE - TOWN RETIREES		76,365.36	198.82		-76,564.18
51711 HEALTH INSURANCE - SCHOOL RETIREES		176,094.02	695.87		-176,789.89
TOTAL HEALTH INSURANCE	2,771,556.00	2,768,561.43	894.69	0.00	2,099.88
01914701 HEALTH INSURANCE - HRA					
51709 HEALTH INSURANCE - HRA	32,625.00	4,675.00	0.00	27,950.00	0.00
TOTAL HEALTH INSURANCE - HRA	32,625.00	4,675.00	0.00	27,950.00	0.00
TOTAL HEALTH INSURANCE	2,804,181.00	2,773,236.43	894.69	27,950.00	2,099.88
	0.00				
TOTAL FRINGE BENEFITS	3,784,725.86	3,732,461.09	894.69	27,950.00	23,420.08

FY2012 BUDGET ANALYSIS						
0100 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	CARRY FORWARD	CLOSED TO FUND BALANCE	
940 PRIOR YEAR BILLS						
01940200 PRIOR YEAR BILLS						
57600 PRIOR YEAR BILLS	205.26	205.26	0.00			0.00
TOTAL PRIOR YEAR BILLS	205.26	205.26	0.00	0.00		0.00
992 TRANSFERS TO SPECIAL REVENUE						
01992900 TRANSFERS TO SPECIAL REVENUE						
59620 TRANSFER TO SPECIAL REVENUE			0.00			0.00
TOTAL TRANSFERS TO SPECIAL REVENUE	0.00	0.00	0.00	0.00		0.00
993 TRANSFER TO CAPITAL PROJECT						
01993900 TRANSFER TO CAPITAL PROJECT						
59630 TRANSFER TO CAPITAL PROJECTS			0.00			0.00
TOTAL TRANSFER TO CAPITAL PROJECT	0.00	0.00	0.00	0.00		0.00
01996900 TRANSFER TO STABILIZATION						
59680 TRANSFER TO STABILIZATION	0.00		0.00			0.00
TOTAL TRANSFER TO STABILIZATION	0.00	0.00	0.00	0.00		0.00
TOTAL TRANSFERS AND PRIOR YEAR BILLS	205.26	205.26	0.00	0.00		0.00
TOTAL GENERAL FUND	24,352,658.67	23,604,305.55	322,129.27	289,229.34		136,994.51

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TOWN OF DOUGLAS
COMBINING BALANCE SHEET-ENTERPRISE FUNDS
Year ended June 30, 2012

	Enterprise Fund 0600 Water/Sewer	Enterprise Fund 0610 Transfer Station	TOTAL Enterprise Funds
Assets			
Cash and investments	1,192,207.42	204,692.66	1,396,900.08
Accounts receivable	118,691.83	0.00	118,691.83
Due from Commonwealth		0.00	0.00
Due from Federal Government		0.00	0.00
Due from other funds		0.00	0.00
Loans Authorized		0.00	0.00
	1,310,899.25	204,692.66	1,515,591.91

Liabilities & Fund Bal.			
Warrants/Accounts payable	19,193.46	16,546.24	35,739.70
Sales Tax payable	2.22	0.00	2.22
Due to Other Funds		0.00	0.00
Deferred revenue	118,691.83	0.00	118,691.83
Notes payable		0.00	0.00
Loans Authorized/Unissued		0.00	0.00
Fund balance - designated		0.00	0.00
Fund balance - reserved	740,031.25	0.00	740,031.25
Unreserved fund balance	432,980.49	188,146.42	621,126.91
	1,310,899.25	204,692.66	1,515,591.91

TOWN OF DOUGLAS
COMBINING BALANCE SHEET-ENTERPRISE FUNDS
Year ended June 30, 2012

	Enterprise Fund 0600 Water/Sewer	Enterprise Fund 0610 Transfer Station	TOTAL Enterprise Funds
Revenues			
Intergovernmental	0.00	0.00	0.00
Charges for Services	1,151,013.57	262,519.00	1,413,532.57
Other	115,118.25	10,110.75	125,229.00
	1,266,131.82	272,629.75	1,538,761.57

Expenditures			
Personal Services	268,394.83	40,028.56	308,423.39
Purchase of Services	340,743.97	176,312.31	517,056.28
Supplies	71,658.00	1,934.25	73,592.25
Other Charges & Expenditures	10,303.95	15.79	10,319.74
Capital Outlay	0.00	0.00	0.00
Debt Service	465,860.36	0.00	465,860.36
	1,156,961.11	218,290.91	1,375,252.02

Excess Revenues over/ (under) Expenditures	109,170.71	54,338.84	163,509.55
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Bond Proceeds	0.00	0.00	0.00
Transfers in	0.00	0.00	0.00
Transfers (out)	(37,363.83)	0.00	(37,363.83)
	(37,363.83)	0.00	(37,363.83)

Excess Revenues over/ (under) Exp/Transfers	71,806.88	54,338.84	126,145.72
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Fund Balance, 6/30/11	1,101,204.86	133,807.58	1,235,012.44
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Fund Balance, 6/30/12	1,173,011.74	188,146.42	1,361,158.16
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FY12 General Fund Revenue

Revenues and other Sources:	Budget	Actual	Variance (unfavorable)
Personal Property Taxes	256,993.44	246,241.92	(10,751.52)
Real Estate Taxes	11,643,420.56	11,528,585.12	(114,835.44)
Subtotal:	11,900,414.00	11,774,827.04	(125,586.96)
Tax Liens		180,594.45	180,594.45
Motor Vehicle Excise Taxes	927,893.00	952,815.22	24,922.22
Vessel Excise Taxes	1,400.00	2,435.79	1,035.79
Other Excise			0.00
Penalties and Interest:			
Interest on Personal Property		1,933.57	1,933.57
Interest on Real Estate	56,000.00	36,410.18	(19,589.82)
Interest on Tax Liens	25,000.00	43,727.33	18,727.33
Interest on Motor Vehicle Excise	9,000.00	8,404.21	(595.79)
Interest on Vessel Tax		418.67	418.67
Demands	30,000.00	61,925.00	31,925.00
Total Penalties and Interest:	120,000.00	152,818.96	32,818.96
Payment in Lieu of Taxes			0.00
Licenses, Fees and Permits:			
Fees:	59,800.00		
Selectmen Fees		1,198.67	
Assessors Fees		866.00	
Treasurer Fees		24.24	
Tax Collector Fees		18,115.00	
Town Clerk Fees		1,478.25	
Conservation Fees		8,999.00	
Planning Board Fees		9,971.29	
Zoning Board Fees		2,250.00	
Community Development Fees		147.10	
Police Fees		10,436.80	
Fire Fees		7,578.35	
Sanitation Fees		2,805.00	
Board of Health Fees		2,636.80	
Total Fees:	59,800.00	66,506.50	6,706.50
Rental of Town Property	36,585.00	35,985.04	(599.96)
Licenses and Permits:			
Selectmen Licenses - Alcohol	5,285.00	5,790.00	
Selectmen Licenses	1,100.00	1,085.00	
Town Clerk Licenses	1,300.00	1,050.00	
Building Permits	67,465.00	99,272.71	
Animal Licenses	15,600.00	15,915.00	
Highway Permits			
Board of Health Permits	4,850.00	7,205.00	
Total:	95,600.00	130,317.71	34,717.71

FY12 General Fund Revenue – continued

Revenues and other Sources:	Budget	Actual	Variance (unfavorable)
Fines and Forfeiture			
Town Clerk Fines		770.00	770.00
Police Fines	20,000.00	28,130.00	8,130.00
	20,000.00	28,900.00	8,900.00
Earnings on Investments	19,000.00	70,279.09	51,279.09
Miscellaneous other		20,441.08	20,441.08
Medicaid Reimburse	29,000.00	55,060.18	26,060.18
Premiums from Sale of Bonds		475,686.95	475,686.95
	29,000.00	551,188.21	522,188.21
State Aid:			
Chapter 70	8,368,517.00	8,368,517.00	0.00
Charter Tuition Reimburse	0.00	0.00	0.00
School Transportation		679.00	679.00
Lottery, Beano & Charity Games	617,250.00	617,250.00	0.00
Veteran's Benefits	44,802.00	47,802.00	3,000.00
Exemptions: Vets, Blind & Surviving Spouses	23,124.00	29,970.00	6,846.00
Exemptions: Elderly			0.00
State Owned Land	217,539.00	217,539.00	0.00
School Building Authority	515,934.00	515,934.00	0.00
Other State Revenue		4,766.00	4,766.00
Total State Revenue:	9,787,166.00	9,802,457.00	15,291.00
Transfers	567,054.00	586,005.87	18,951.87
Other Financing Sources		0.00	0.00
Total:	23,563,912.00	24,335,130.88	771,218.88
Carryovers and Encumbrances	788,746.67	788,746.67	0.00
Total:	24,352,658.67	25,123,877.55	771,218.88

Special Revenue Fund Balances - June 30, 2012

Fund	Account Name	Balance as of 6/30/2012
School Revolving Funds		
0201	School Lunch	18,137.16
0202	Preschool	62,557.66
0204	School Choice	245,609.96
0208	Circuit Breaker	54,077.10
0209	Athletic Revolver	970.00
0210	Student Activity - Extended Day	9,653.06
0269	Health Services	2,180.33
0293	Lost Books	4,474.57
0293	School Building Rental	51,856.02
Special Revenue Fund Balances - June 30, 2012		

Fund	Account Name	Balance as of 6/30/2012
<u>State Grants</u>		
<u>School</u>		
0280	Academic Support Grant 2012	1.95
<u>Town</u>		
0281	43 D Grant	3,025.39
0281	Clean Energy Grant	(8,000.00)
0281	Extended Polling Hours Grant	-
0281	Fire Safe Grant 2012	3,314.58
0281	Emergency Mgt Grant	1,405.00
0281	Cert Grant	895.00
0281	Bullet Proof Vests	(5,242.50)
0281	State 911 2012 Grant	(440.90)
0281	911 Training 2012 Grant	(5,175.54)
0281	911 Regional Grant	(20,000.00)
0281	Citizens Corp Grant	(483.51)
0281	MEMA	6,593.00
0281	Library	33,367.99
0281	Arts Lottery Grant	7,445.44
<u>Receipts Reserved for Appropriation</u>		
0282	Waterways Improvement	2,580.42
0282	Ambulance	306,278.77
0282	Sale of Lots - Cemetery	8,346.00
<u>Town Special Revenue</u>		
0283	Wetlands Protection	54,854.39
0283	Sanitation Inspection 53G	7,555.00
0283	Cable Revolving	207,416.40
0283	Insurance Reimb Revolving under \$20K	1,081.01
0283	Composting Bins 53E 1/2	1,002.05
0283	Library Fees & Fines 53E 1/2	490.16
<u>Town Special Revenue</u>		
0283	Planning Board	12,298.50
0283	ER0702 Guaranteed Bldrs Ch.44 §53G	663.52
0283	ER Stonegate Ch.44 §53G	8,989.01
0283	Sub 020319 Stonegate Ch.44 §53G	8,546.34
0283	Sub 070924 Lakewood Ch.44 §53G	2,726.15
0283	ER Walnut Grove Ch.44 §53G	3,646.36
0283	ER0502 Pyne North Ch.44 §53G	6,873.97
0283	ER0501 Area E Pyne Ch.44 §53G	1,386.42
0283	ER0708-1 Pyne Ch.44 §53G	2,097.98
0283	ER0301 Area D Pyne Ch.44 §53G	4,758.90
0283	SPR-100614-01 Rt 16 Wind Farm Ch.44 §53G	3,157.94
0283	Pyne Area H Ch.44 §53G	4,010.17
0283	MOD 120221 106 West Ch.44 §53G	300.40
0283	North Village 40B Ch.44 §53G	674.97
0283	ZBA 2010-01 Wind Turbine Ch.44 §53G	1,005.97
0283	Sub Ballou Ch.44 §53G	3,595.89
0283	Sub Amended Deer Crossing Ch.44 §53G	6,871.63
0283	Sub Nature View Estates Ch.44 §53G	6.03
0283	Sub Morse Pond Ch.44 §53G	6,006.26
0283	Sub Summerlyn Estates Ch. 44 §53G	202.58

Special Revenue Fund Balances - June 30, 2012

Fund	Account Name	Balance as of 6/30/2012
0283	Sub North Woods Subdivision Ch. 44 §53G	1,625.96
0283	ER Pyne Area F Ch.44 §53G	7,085.48
0283	Sub Whitin Res Estates Ch.44 §53G	1,759.22
0283	Sub Louie Ch.44 §53G	945.47
0283	Sub William Est. Ch.44 §53G	1,182.32
0283	Sub Shady Knolls Estates II Ch.44 §53G	1,897.98
0283	SPR-100614-01 Rt 16 Wind Farm Ch.44 §53G	1,449.60
0283	ER0702 Guaranteed Bldrs Ch.44 §53E 1/2	1,875.00
0283	Lakewood Est Ch.44 §53E 1/2	3,095.26
0283	North Village 40B Ch.44 §53E 1/2	1,489.68
0283	ER 0501 Area E Pyne Ch.44 §53E 1/2	4,423.91
0283	ER 0708-1 Pyne Ch.44 §53E 1/2	1,949.38
0283	SPR-100614-01 Rt 16 Wind Farm Ch.44 §53E 1/2	1,500.00
0283	Pyne Area H Ch.44 §53E 1/2	772.21
0283	SPR Douglas Solar Ch.44 §53E 1/2	500.00
0283	FD 120403 Whitin Res Estates Ch.44 §53E 1/2	500.00
0283	Sub Amned Deer Cross Ch.44 §53E 1/2	2,935.09
0283	Sub Nature View Estates Ch.44 §53E 1/2	388.11
0283	Sub Summerlyn Estates Ch. 44 §53E 1/2	1,501.09
0283	ER Pyne Area F Ch.44 §53E 1/2	(50.62)
0283	Sub Whitin Res Estates Ch.44 §53E 1/2	20.58
0283	Sub Louie Ch.44 §53E 1/2	425.00
0283	Sub Maple Heights Estates Ch.44 §53 E1/2	237.62
0283	Sub Shady Knolls II Ch.44 §53E 1/2	1,480.89

Special Revenue - Gifts and Donations

School

0294	School Donations	12,388.71
0294	GEMS Grant	5,239.10
0294	BV Chamber of Commerce	274.01

Special Revenue - Gifts and Donations

Town

0284	Kingwood Estates	4,534.23
0284	Bombara Overlook	4,185.03
0284	Economic Development	12,825.00
0284	Housing Partnership	95.73
0284	Police Donations	3,500.00
0284	Dare Donations	350.18
0284	CERT Donations	466.56
0284	Council on Aging Donations	327.86
0284	Library Peter Coppola	1,180.00
0284	Library Historical Books	1,396.03
0284	Library Building Donations	22,846.52
0284	Library Donations	12,919.37
0284	Community Youth	1,003.34
0284	Skate Park	392.64
0284	Track & Field	20,000.00
0284	Main Street Flag Donations	393.75

Special Revenue Fund Balances - June 30, 2012

Fund	Account Name	Balance as of 6/30/2012
<u>Federal Grants</u>		
School		
0290	Teacher Quality 2010	107.57
0290	Teacher Quality 2012	3,617.75
0290	Race to the Top 2012	20.00
0290	Ed Jobs 2012	25,250.42
0290	94-142- Spec Ed 2012	1,221.00
0290	Program Improvement 2012	7,477.76
0290	Title I 2011	1,295.88
0290	Title I 2012	(21,980.47)
Town		
0291	DEA Task 2012	(1,655.71)
0291	FEMA - MA	19,421.67
0291	FEMA - IRENE	(1,688.26)
0291	FEMA - Pond	9,842.18
0291	ARRA Health Ins	137.59
<u>Chapter 90</u>		
2300	Chapter 90	(155,054.02)



TREASURER / COLLECTOR

To the Honorable Board of Selectmen and the Citizens of the Town of Douglas:

The Treasurer/Collector's Fiscal 2012 Town Reports contain the following sheets:

- Report of Treasurer's Receipts July 1, 2011 thru June 30, 2012
- Statement of Indebtedness for Fiscal 2012
- Annual Salary/Wage Report for Calendar Year 2012
- Collections Report for Fiscal 2012
- Tax Title Collections for Fiscal 2012

During Fiscal 2012 statement of Indebtedness, several pieces of debt were refunded. In July of 2011, the Town refunded water and sewer debt for a shorter term and lower interest rate.

On May 9, 2012 the Town issued general obligation refunding bonds in the amount of \$3,725,000 to refund and redeem \$6,005,000 outstanding principal amount of the Town's \$9,900,000 GOB General Obligation Bonds, dated November 15, 2012, and maturing in the years 2013-2022. In addition to the proceeds of the refunding bonds, the Town applied \$2,159,929 of available funds, received from the Massachusetts School Building Authority, towards the redemption of the refunded bonds.

In addition, in June of 2012, the Town deposited \$2,951,279 of available funds, received from the Massachusetts School Building Authority, in a refunding escrow in accordance with a Refunding Escrow Agreement between the Town and U.S. Bank National Association dated June 28, 2012, for the purpose of cash defeasing \$2,760,000 outstanding principal amount of the Town's \$4,850,000 General Obligation Bonds, dated May 1, 2004, and maturing in the years 2012-2023. Funds from the escrow will be used to pay \$190,000 of principal payable on July 15, 2012 and the remaining defeased principal amount of \$2,570,000 by July 15, 2013.

I am happy to answer any questions regarding the following reports or any questions that you have regarding the Collection of Real Estate Taxes or the Tax Title process. You may also find information on the Town's Website www.douglasma.org under the Treasurer/Collector's Department. I may be reached at 508-476-4000 Ext 119.

Respectfully Submitted by:
Cheryl J Vaidya, Treasurer/Collector, CMMC/CMMT

Honorable Board of Selectmen and the Citizens of the Town of Douglas:

The following is a recap of the Town of Douglas's financial report for fiscal year ending June 30, 2012:

Balance June 30, 2011	\$ 8,144,633.37
Add Treasurer's Receipts	\$ 65,510,525.54
Less Warrants Paid	\$ (50,914,539.61)
Balance June 30, 2012	\$ 22,740,619.30

As of June 30, 2012 cash consisted of the following balances:

<u>General Revenue Accounts</u>	
Unibank General Fund	\$ 5,760,416.52
Unibank Now Account	\$ 796,124.98
Unibank Vendor Account	\$ 534.15
Unibank Payroll Account	\$ 39.83
Unibank School Lunch Account	\$ 12,063.90
Unibank School Project Vendor Account	\$ 233.71
MMDT Depository Account	\$ 735,076.54
Unibank Bond Proceeds Account	\$ 13,561,732.53
MMDT Simon Fairfield Public Library Fund	\$ 20,973.74
MMDT Andrew Sanborn Scholarship Fund	\$ 45,297.36
<u>Student Activity Accounts</u>	
Unibank Elementary Activity Account	\$ 4,005.47
Unibank Intermediate Activity Account	\$ 858.46
Unibank High School Activity Account	\$ 82,365.75
<u>Other</u>	
Unibank Trust Funds	\$ 135,913.37
Unibank Road Bond/Contractor Bonds Accounts	\$ 285,591.65
<u>Stabilization Fund</u>	
Bartholomew & Co.-Stabilization	\$ 1,299,391.34
Total Cash	\$ 22,740,619.30

STATEMENT OF INDEBTEDNESS

Long Term Debt

Original Amount	Description	True Interest Cost	Maturity	Principal Balance as of 6/30/2012
\$ 135,000.00	Departmental Equipment - Ambulance	3.28%	2011	\$ 00.00
\$ 575,000.00	Police Station	5.625%	2012	\$ 28,750.00
\$ 615,000.00	Fire/EMS Station	4.25%-6.00%	2012	\$ 53,462.00
\$ 560,000.00	Building Remodeling	3.73%	2013	\$ 110,000.00
\$ 349,000.00	Post Office Renovation	5.25%	2014	\$ 79,860.46
\$ 555,000.00	Water Tank 555K	4.99%	2013	\$ 1,538.00
\$ 195,000.00	Well-Refunded Debt 855 K	1%	2014	\$ 128,000.00
\$ 265,000.00	Water Tank Refunded Debt 555 K	3%	2017	\$ 217,000.00
\$ 225,000.00	Land Acquisition	3.91%	2018	\$ 105,000.00
\$ 767,200.00	Land Acquisition - New High School	3.96%	2021	\$ 500,000.00
\$ 9,900,000.00	School Construction - New High School	4.05%	Refunded	\$ 00.00
\$ 4,065,000.00	School Construction	4.16%	Defeasement	
\$ 3,725,000.00	Refunded High School Debt	1.59%	2022	\$ 3,725,000.00
\$ 20,000,000.00	School Construction-ELEM & IES	3.92%	2032	\$ 20,000,000.00
\$ 95,000.00	Manchaug Sewer Extension	3.43%	2019	\$ 80,000.00
\$ 5,670,506.42	New Sewer Plant	2.00%	2025	\$ 4,437,229.93
\$ 95,000.00	Water Lines Refunded 206.5K	3.79%	2021	\$ 85,000.00
\$ 50,000.00	Well-Refunded Debt 104.7K	3.71%	2020	\$ 40,000.00
\$ 300,000.00	New Sewer Plant	2.00%	2024	\$ 226,567.37
TOTAL				\$ 29,817,407.76

* Denotes debt retired in Fiscal 2012.

~Denotes Refunded Debt in Fiscal 2012- Shorter term and lower interest rate than original loan.

◆ Denotes Early Payoff of School Construction \$9.9 Million & Defeasement of \$4,065,000.00.

Short Term Debt

Description	Balance as of 6/30/2012
Manchaug Sewer Extension	\$ 00.00
School Buildings	\$ 00.00
TOTAL	\$ 00.00

Authorized & Un-issued Debt

Description	Date of Vote	Amount Authorized
Manchaug Sewer Extension	5/4/2009	\$ 155,000.00
Elementary School Construction	3/28/2011	\$ 20,584,498.00
Intermediate Elem Sch Construction	3/28/2011	\$ 9,319,891.00
TOTAL		\$ 30,059,389.00

To the Honorable Board of Selectmen and the citizens of the Town of Douglas

The following is an account of the taxes that were transferred to Tax Title in Fiscal 2012 and the Tax Title amounts collected in Fiscal 2012.

Explanation of Tax Title:

Tax Title is the process by which the Town has secured its financial interest on a parcel by placing a recorded lien on a parcel for back taxes owed to the Town of Douglas. The lien will be redeemed once the tax title account has been paid in full.

Tax Title balance as of 6/30/2011	\$	608,871.74
Parcels added to Tax Title in		
Fiscal 2012	\$	320,722.61
Tax Title Accounts Disclaimed	\$	(135,105.07)
Less Payments made to Tax Title Accounts	\$	(175,672.02)
Tax Title Balance as of June 30, 2012	\$	618,817.26
Tax Title Interest Collected in Fiscal 2012	\$	42,571.33
Redemption and Legal Fees Collected	\$	3,445.00
Total Interest and Fees Collected as of June 30, 2012	\$	46,016.33

Respectfully Submitted By:
Cheryl J Vaidya, Treasurer/Collector CMMT/CMMC

To the Board of Selectmen and the citizens of the Town of Douglas.

The following is a breakdown of all monies collected and turned over to the Treasurer for fiscal year beginning July 1, 2011 and ending June 30, 2012.

Real Estate		
2012	\$	11,372,348.50
2011	\$	153,064.70
2010	\$	14,022.55
2009	\$	6,834.41
2007	\$	716.14
		11,546,986.30
Personal Property		
2012	\$	243,458.11
2011	\$	405.31
2010	\$	282.78
2009	\$	272.56
2008	\$	1,344.03
2003	\$	707.38
	\$	246,470.17

Motor Vehicle Excise Tax		
	2012	\$ 831,793.86
	2011	\$ 126,328.33
	2010	\$ 7,944.39
	2009	\$ 2,731.90
	2008	\$ 2,202.50
	2007	\$ 1,106.04
	2006	\$ 1,205.31
	2005	\$ 102.50
	2004	\$ 30.63
	2002	\$ 200.42
	2001	\$ 9.17
Farm Excise	2007	\$ 50.00
	2006	\$ 50.00
		\$ <u>973,755.05</u>
Boat Excise		
	2012	\$ 3,686.25
	2011	\$ 802.83
	2010	\$ 198.83
	2009	\$ 149.50
	2008	\$ 45.00
	2007	\$ 15.00
	2003	\$ 15.00
		\$ <u>4,912.41</u>
Whitins Reservoir Water District		
	2012	\$ 64,866.53
	2011	\$ 1,333.62
	2010	\$ 320.53
	2009	\$ 160.45
		\$ <u>66,681.13</u>
Water Use		
	2012	\$ 333,372.06
Sewer Use		
	2012	\$ 481,578.62
Service Charge		
	2012	\$ 130,762.98
WWTF Design		
	2012	\$ 00.00
WWTF Construction		
	2012	\$ 137,148.73
Water/Sewer Interest		
	2012	\$ 14,551.03
Water/Sewer Demand		
	2012	\$ 15,214.98
Water System Development Fees		
	2012	\$ 00.00
Sewer System Development Fees		
	2012	\$ 5,000.0

Water Lien		
2012	\$	21,216.29
Sewer Lien		
2012	\$	26,828.60
Interest		
2012	\$	8,753.97
Water Repair Account		
2012	\$	127.00
Final Water Read Fees		
2012	\$	1,400.00
Sewer Assessments		
2012	\$	13,949.26
Water/Sewer shut off/on fee		
2012	\$	3,400.00
Backflow Prevention Test		
2012	\$	2,870.00
Lump Sum Betterment - Manchaug Street		
2012	\$	28,261.16
	\$	1,224,434.68
Committed Interest		
2012		2,884.31
	\$	2,884.31
Miscellaneous Revenues		
Bank Interest		549.31
Municipal Lien Certificates	\$	9,350.00
Check Charges	\$	125.00
Betterment Release Fees	\$	8.00
Motor Vehicle Mark/Clear fees	\$	8,540.00
Roll Back Taxes	\$	00.00
Forest Product	\$	00.00
Release Fee	\$	00.00
Ambulance Lien	\$	117.48
Deputy Fees	\$	34,848.50
Advertising Fee	\$	586.84
Preparing Advertising	\$	\$ 170.00
Notice Posting Fee	\$	130.00
Memo Bill Fee	\$	6.00
	\$	54,431.13
Interest		
2012	\$	22,858.95
2011	\$	14,229.67
2010	\$	4,132.07
2009	\$	\$ 3,546.96
2008	\$	1,626.71
2007-1986	\$	2,622.48
	\$	49,016.84

Fees		
2012	\$	31,450.00
2011	\$	24,670.00
2010	\$	4,085.00
2009	\$	1,265.00
2008	\$	325.00
2007-1986	\$	250.00
		<u>62,045.00</u>
Assessments Collected	\$	12,772,123.93
Fees and Interest	\$	111,061.84
Misc. Revenues	\$	54,431.13
Water/Sewer Collected	\$	1,227,318.99
Whitins Reservoir Water District	\$	66,681.13
TOTAL COLLECTED	FY 2012	14,231,617.02

*Respectfully Submitted,
Pamela A Carter, CMMC
Assistant Collector*

W2 Salaries - 2012 Annual	YTD Gross
ADAMSON, Anne-Marie	\$49,052.15
ALDRICH, Patrick	\$14,944.47
ALGER, Jane	\$28,779.60
ALLAN, Martha	\$744.00
ALLEN, Rochelle	\$139.86
ANTHONY, Krista	\$51,496.15
AUBIN, Maryellen	\$228.96
AUGER, Brandon	\$1,918.72
AUGER, Eleanor Marie	\$51,350.58
BAAK, Amanda	\$45,373.24
BABIGIAN, Michelle	\$70,616.08
BABOLA, Erin	\$70,441.08
BABOLA, Todd	\$52,296.70
BACHELDER, Beverly	\$101,301.30
BACON, Ann	\$455.00
BACON, Marleen	\$39,496.94
BALDYGA, Amy	\$70,295.08
BALLOU, Nancy	\$14,580.34
BARDIER, Danielle	\$128.97
BARI, Kimberly	\$15,141.79
BARTELS, Kerry-Ann	\$140.00
BATES, Nancy	\$83,210.56
BEANE, Sarah	\$15,638.99
BEAUCHEMIN, Luke	\$36,940.35
BEDLION, Karen	\$10,900.99
BEGIN, Raymond	\$48,636.05
BENOIT, Amy	\$3,607.08
BERG, Sharron L	\$72,469.20
BERTHIAUME, Kimberly	\$69,409.99
BERTONE, Julie M	\$68,409.99

W2 Salaries - 2012 Annual	YTD Gross
BERUBE, Melissa	\$2,660.00
BIAGIONI, Susan L	\$14,707.36
BLAIN, Debra	\$810.93
BLATCHFORD, Kristine	\$60,635.22
BLATCHFORD, John Jr.	\$1,300.00
BLOEM, Danielle	\$11,841.29
BLONIASZ, Jacob	\$61,762.39
BLONIASZ, Lee	\$20,691.25
BLONIASZ, Jennifer	\$207.79
BLONIASZ, Keith	\$800.00
BOHANAN, Matthew	\$2,160.00
BOISVERT, Suzanne	\$805.00
BOLIO, Paul	\$72,509.99
BOMBA, Skye	\$19,360.67
BONIN, Timothy	\$400.00
BONNEY, Lisa	\$520.00
BOUCHER, Nicole	\$75.00
BOUDREAU, Elizabeth	\$2,016.64
BOURQUE, Kimberly	\$15,859.38
BOWEN, Gail	\$7,115.11
BOWEN, Kathryn	\$173.60
BRANEY, Carolyn	\$63,481.22
BRENNAN, Kimberly	\$21,481.00
BRIMMER, Jacquelyn	\$70,211.36
BROCHU, Jaclyn	\$207.79
BRONZO, Shannon	\$48,851.87
BROSNAHAN, Kathy	\$43,082.56
BROTHERS, Andrea	\$6,123.95
BROWN, David James	\$71,024.91
BROWN, Douglas	\$843.75
BROWN, Keith	\$118.68
BRULE, Patricia	\$55,930.37
BRULE, Philip	\$60,403.62
BRUNDAGE, Melanie	\$18,318.35
BURGESS, Anne M	\$1,701.55
BUSH, Shawn	\$231.44
BUTLER, Robin	\$13,824.50
CAHILL, Michael	\$1,874.68
CAMPBELL, Kathleen	\$51,670.42
CAMPBELL, John Jr.	\$89,939.39
CAMPO, Peter	\$6,712.38
CARDONE, Regina	\$54,833.03
CARLSSON, Ann D	\$64,499.47
CARNEIRO, Jillian	\$14,962.01
CARPENTER, Jill	\$52,684.08
CARTER, Jeffrey	\$33,396.77
CARTER, Pamela	\$56,830.77
CHADWICK, Erin	\$345.90
CHAGNON, Joseph	\$37,127.85
CHAGNON, Marie	\$536.00
CHAGNON, George	\$328.00
CHAISSON, Jillian	\$24,212.07
CHAUVIN, Leah	\$70,295.08
CHICOINE, Erin	\$539.64

W2 Salaries - 2012 Annual	YTD Gross
CHUPKA, Susan	\$15,444.61
CIARAMICOLI, Michael	\$1,641.71
CICERO, Kimberly	\$75,875.04
COE, Angela	\$1,432.45
COFFEY, John	\$9,731.86
COFFEY, Laura	\$48,158.68
COHEN, Mitchell	\$181.32
COLABELLO, Louis Paul	\$65,870.71
COLONAIR, Sharon	\$275.31
COLONERO, Patrick J	\$56,730.12
COLONERO, William	\$388.00
CONLON, Donald	\$2,360.00
CONNOR, Carol	\$15,711.38
CONNOR, Michael	\$1,575.00
COOPER, Christine	\$2,649.43
CORDANI, Laura	\$68,409.99
COSTA, Emily	\$71,453.08
COTE, Christie	\$70,222.99
CRAGO, Meghan	\$321.00
CRISTIAN, Karen	\$70,084.99
CROWLEY, Darlene	\$8,908.38
CULLEN, Brien A	\$79,822.26
CULLEN, Britney	\$5,378.50
CUNDIFF, William	\$89,770.90
CYR, Lori	\$41,106.69
DAGENAIS, Stephanie	\$74,525.44
DAMORE, Eileen F	\$36,251.32
DANFORTH, Lois	\$30,075.12
DAVIS, Carmen L	\$15,215.49
DEGENOVA, George	\$61,436.75
DEJONG, David	\$63,115.38
DELUCA, Charlene	\$10,011.94
DEARY, Judith	\$12,870.00
DECOTEAU, Raymond J	\$52,439.42
DELPHOS, Mary	\$15,325.77
DENONCOUR, Albert J	\$80,190.73
DIFUSCO, Daniel	\$420.00
DICKEY, Jennifer	\$13,781.02
DICKINSON, Marsha F	\$76,758.14
DION, Michael	\$776.60
DIONIS, Maria	\$78,897.34
DIXSON, Jean	\$750.00
DOBART, Jennifer	\$8,927.32
DORR, Frances	\$32,199.33
DOYLE, Nancy A	\$69,909.99
DOYON, Robert Sr	\$8,061.00
DUCHARME, John	\$9,900.00
DUDLEY, Ralph E III	\$19,035.10
DUGAN, Ryan	\$44,749.07
DUNLEAVY, Mark W	\$63,391.78
DUNLEAVY, Daniel W Jr	\$43,718.92
DUPRE, Nancy A	\$77,083.14
DZIVASEN, Bethany	\$1,540.00
EBBRECHT, Elizabeth	\$980.00

W2 Salaries - 2012 Annual	YTD Gross
ELLIOTT, Gerald	\$79,869.29
ELLIS, Jeffrey	\$217.00
FALVEY, David	\$820.00
FARESE, Lisa	\$50,729.65
FARRINGTON, Joseph	\$46,421.21
FERGUSON, Patrick	\$1,330.00
FERGUSON, Alex	\$4,919.00
FIELD, Carol	\$1,602.38
FIELD, Hope	\$618.41
FINDLAY, Jessica	\$51,579.19
FITZGERALD, Margaret	\$2,100.00
FITZPATRICK, Caroline	\$73,201.22
FITZPATRICK, Jean M	\$75,811.64
FLAYHAN, Catherine	\$68,409.99
FLYNN, Patricia	\$41,045.82
FOGARTY, Sharon	\$46,744.53
FOLEY, Patrick T	\$111,611.60
FORD, Lisa	\$51,525.58
FOREST, Michelle A	\$69,084.99
FORGET, Norman L	\$11,141.97
FORTE, Cynthia	\$18,118.16
FORTUNATO, Joseph III	\$1,700.00
FRABOTTA, Donna	\$412.50
FREEMAN, Lisa	\$25,153.46
FULLER, Gwen	\$176.00
FULONE, Brett D	\$81,020.64
FURNO, David	\$49,750.37
FURNO, Brittany	\$1,217.50
FURNO, Christine E	\$61,537.00
FURNO, Patricia	\$1,083.16
FURNO, John J	\$95,238.23
FURNO, Adam J	\$53,522.00
GARDNER, Nicole	\$29,399.67
GARDNER, Dennis	\$1,157.68
GARRISON, Lois	\$858.41
GASKELL, Lynne M	\$67,687.53
GAUTHIER, Kathleen N	\$72,120.08
GERMANO, Peter	\$285.00
GIBBONS, Kyle	\$19,281.60
GICAS, Kristin	\$35,561.04
GILBERT, Gregory G	\$74,909.36
GILDEA, Corynne	\$1,260.00
GILREIN, Catherine	\$66,970.71
GINISI, Brian	\$49,128.92
GIONET, John	\$53,694.74
GIRO, Mark	\$385.00
GODBOUT, Robert G	\$78,035.33
GONYNOR, Nancy	\$207.79
GOSS, Robert Jr.	\$72,690.44
GOVIN, Melissa	\$5,362.50
GOULD, Travis	\$77,135.67
GRAVES, Rachel	\$64,875.46
GRAVESON, Kelly	\$62,330.71
GRAVESON, Alyssa M	\$27,928.31

W2 Salaries - 2012 Annual	YTD Gross
GRAY, Kris	\$21,674.15
GREENO, Peter	\$3,600.00
GRENIER, Patricia	\$29,107.20
GRIFFIN, Thomas	\$46,712.12
GRIFFIN, Arthur Jr.	\$11,122.73
GUIMOND, Sarah	\$1,559.80
GUSTAFSON, Adam	\$2,000.00
GUYAN, Carrie	\$2,102.50
GUZEWICZ, Joyce	\$688.00
GUZINSKI, Michael	\$108,899.59
HACKETT, Anne	\$68,996.49
HAIRE, Colin	\$800.00
HAMMOND, Charlene	\$25,499.39
HANLEY, Diane	\$3,023.54
HANSEN, Sandra	\$11,574.80
HARDY, Donna	\$207.79
HARKINS, Stephanie L	\$73,422.94
HARLOW, Daniel	\$365.60
HARPER, Peter	\$500.00
HARRIS, Melissa	\$5,270.00
HARTMAN, Anne	\$150.00
HASEMANN, Marie Ann	\$4,186.35
HAYES, Kathleen	\$68,448.92
HEBERT, Raymond	\$8,525.83
HELSTROM, Heidi	\$7,760.93
HENDRICKS, Carrie	\$67,906.87
HENNESSEY, Christie	\$12,275.21
HICKEY, Wayne	\$500.00
HILL, William James	\$1,385.89
HILL, Charles	\$3,199.00
HIPPERT, Danielle J	\$70,409.99
HOLM, Patti	\$13,957.60
HOLMBERG, Andrew	\$2,857.40
HOPKINSON, Linda M	\$26,320.32
HOULE, Diana	\$7,065.81
HOWARD, Cory	\$7,330.87
HOYT, Jonathan	\$7,790.58
HUGHES, Michael	\$300.00
HURLEY, Jessica S	\$74,983.14
HUTH, James	\$8,054.30
IACOBUCCI, Dean	\$65,377.43
JACKMAN, Jane V	\$53,809.35
JANE, Jessica	\$15,755.69
JANE, Andrea	\$63,423.15
JENNINGS, Shannon	\$7,393.06
JEZNACH, Leslie	\$12,349.22
JOHNSON, Nadine	\$360.63
JONES, David	\$38,266.53
JORDAN, Kevin	\$470.00
JOSEY, Robert A	\$11,670.00
JOST, Kathleen	\$70,409.99
JOYCE, Erin	\$4,130.00
KAMINSKI, Mark E	\$65,383.97
KANE, Suzanne	\$52,520.12

W2 Salaries - 2012 Annual	YTD Gross
KASPER, Brenda	\$24,923.21
KATZ, Cheryl	\$5,604.80
KATZ, Cindy	\$140.00
KAUFMAN, James	\$46,536.93
KEEGAN, Courtney	\$34,057.12
KELLEY, Elizabeth	\$36,244.36
KELLY, Cheryl L	\$29,520.38
KELLY, ELAINE	\$1,070.91
KESSLER, Julie E	\$30,905.18
KILBOURN, Kelly	\$800.00
KING, Kenneth	\$5,200.00
KING, Stephanie L	\$70,295.08
KINNEY, Susan	\$610.91
KOERTEN, Jennifer	\$5,841.16
KOLLETT, Robert	\$2,455.50
KOLLETT, Jeffrey R	\$68,695.59
KOSLAK, Patricia K	\$1,015.91
KOUMANELIS-URGUHART, Nealy	\$92,833.41
KRAUSS, Grazina	\$12,233.26
KROUNER, Mitchell S	\$32,069.67
KUCZER, Maria	\$3,990.00
LABONNE, Dan	\$590.95
LAFORTUNE, Lisa	\$2,065.00
LAMARCO, Grace	\$220.00
LAPOLT, Deana	\$17,343.40
LAPORTE, Jeffrey	\$300.00
LABRECQUE, Pauline	\$68,409.46
LACHAPELLE, Edward J	\$82,274.19
LAJOIE, Maria	\$38,637.24
LAMOREAUX, Katelyn	\$75.00
LANCASTER, Sandra E	\$74,736.64
LANE, Nancy	\$160,258.67
LANGE, Brendon	\$37,968.71
LANNON, Lisa	\$199.28
LANPHER, Hilda-Jane	\$240.00
LANPHER, Robert	\$694.00
LAPIERRE, Diane	\$388.00
LAPIERRE, Margaret	\$23,675.69
LARSEN, Lindsey	\$350.00
LAVIN, Courtney	\$52,560.70
LAVIN, John III	\$500.00
LEFEBVRE, Joseph	\$10,247.97
LEFEBVRE, Bryan	\$420.00
LEFRANCOIS, Deanna	\$644.80
LEON, Lisa	\$42,937.77
LEONARD, Paul	\$70,330.77
LEONELLI, Anthony	\$5,991.40
LERNER, Kate	\$34,475.20
LIBBY, Gerard	\$288.00
LISKA, Petr	\$36,244.36
LOEHMANN, Elaine	\$70,120.08
LOEHR, Angela	\$3,151.10
LOSHUSAN, Marina	\$17,996.18
LOSIEWICZ, Kristen	\$4,116.99

W2 Salaries - 2012 Annual	YTD Gross
LOVETT, Jeanne	\$81,007.30
LUTTON, Jennifer	\$638.60
LUUKKO, Charlene R	\$21,921.23
LUUKKO, Kevin	\$35,965.06
LYDON, Karen	\$75,334.84
MACCREERY, Joshua	\$4,799.00
MACINNIS, Hillary	\$16,014.11
MACLEOD, Stephen	\$9,232.81
MACCHI, Carol	\$14,079.49
MACIEJEWSKI, Tammy	\$3,682.91
MACKAY, Beth A	\$50,272.49
MAHLER, Renee	\$24,525.00
MAHONEY, Ivone	\$9,253.81
MAINES, Kevin	\$105,297.88
MAINES, Kaleigh	\$1,200.00
MAKSIN, Beverly	\$220.00
MALO, Kathryn	\$6,507.43
MANNING, Carol	\$24,804.63
MANNING, Patrick	\$1,308.17
MANNING, David	\$39,629.75
MANNING, Kelly	\$14,029.63
MANYAK, Faye	\$77,583.14
MARKS, Jaime	\$820.91
MARKS, Ernest Jr	\$41,970.78
MARSHALL, John	\$17,266.63
MARTINSEN, Robyn	\$72,649.56
MATTSCHECK, Cathy	\$64,949.92
MAYO, Emily S	\$72,019.73
MAYOTTE, Jeffrey	\$40,445.25
MCCALLUM, Bettyann	\$3,289.98
MCCALLUM, Alycia	\$397.15
MCCALLUM, Justin	\$63,056.24
MCCALLUM, David	\$4,471.75
MCCROHON, Rachel	\$38,588.52
MCDERMOTT, Elaine	\$23,507.70
MCDONALD, Martha	\$16,719.77
MCGAULEY, Brian	\$780.00
MCGEE, Jennifer	\$52,308.24
MCGEE, Michael	\$720.00
MCGLOIN, Lisa	\$1,315.38
MCGRATH, Brian	\$72,542.59
MCGRATH, Errion	\$75,561.64
MCKEON, Andrea	\$2,689.53
MCKEOWN, Brian	\$8,345.22
MCLAUGHLIN, Aaron	\$69,818.69
MCLAUGHLIN, Cheryl E	\$68,769.99
MEIZEN, Scott	\$800.00
MELLO, Marybeth	\$28,156.92
MENARD, Keith	\$250.00
MENCHIN, Jaye	\$14,522.16
MERRILL, Andrea	\$58,938.71
MESZARO, Lyn	\$10,160.27
METCALF, Sonja	\$2,454.00
MIGLIONICO, Nicky L	\$99,353.60

W2 Salaries - 2012 Annual	YTD Gross
MILLER, Charlene	\$51,647.32
MINARD, Sarah	\$2,643.75
MOLVAR, Melissa	\$70,295.08
MOLVAR, Kathleen	\$3,850.00
MONGIAT, Michael	\$52,636.35
MOONEY, Pamela	\$16,860.52
MOORE, Danielle	\$288.00
MOREL, Meggie	\$20,566.23
MORGANELLI, Rebecca	\$8,809.54
MORIN, Sharon	\$35,177.89
MORIN, Keith	\$1,592.32
MORIN, Nickolas	\$321.00
MOSZYNSKI, Leon	\$600.00
MOSELEY, David Jr	\$1,837.25
MULLIGAN, Denise	\$15,231.72
MURPHY, Mary	\$24,135.29
MYERS, Carolann	\$22,780.13
NASUTI, Laura	\$71,059.34
NEDROCIK, Kristine	\$859.60
NICHOLS, Susan S	\$75,561.64
O'BRIEN, Kristen	\$68,409.99
O'BRIEN, Christine	\$75.00
O'HEARNE, Lauren	\$47,087.84
OFCARCIK, Mathew	\$1,142.50
OSTERMAN, Cheryl	\$41,062.56
OUILLETTE, Janet	\$172.00
PARKINSON, Jeremy	\$3,121.58
PARSLOW, Heather	\$9,610.69
PASTORE, Ramona	\$14,499.75
PECK, Victoria	\$5,141.85
PICARD, Rose	\$11,214.53
PICOTTE, Steven	\$43,154.26
PIERCE, Larry	\$77,083.14
POPE, David	\$8,249.91
POPE, David	\$36,547.24
POULIN, Roland	\$2,706.00
PRATT, Jeremiah	\$2,084.01
PREFONTAINE, Jessica	\$2,196.79
PROCOPIO, Lisa	\$55,307.57
PRUNIER, Monica	\$858.41
PURVIS, Tracy	\$63,248.15
QUINN, Ralph	\$8,571.00
REBER, Ellen	\$42,373.63
RENNIE, Brenda	\$16,969.95
RESAN, Anne	\$250.00
REYNOLDS, Adelle	\$61,996.85
RHEAUME, John	\$52,118.92
RINDONE, Ellen	\$560.00
RIORDAN, Kevin	\$78,823.54
RIVARD, Laurie J	\$14,603.98
RIVARD, Aaron	\$1,675.26
ROSENKRANTZ, Joel	\$893.47
ROUSSEAU, Ashley	\$475.38
ROUSSEAU, Patrice	\$36,390.14

W2 Salaries - 2012 Annual	YTD Gross
SACCO, Kristen	\$30,030.96
SALVAS, Rebecca	\$70.00
SANCHES, Donna	\$13,564.87
SANCHIONI, John	\$320.00
SASTER, Robert	\$4,799.00
SCHULTHEISS, Linda	\$63,248.15
SCHULTZBERG, Jacob	\$39,518.33
SCHWARTZ, Pamela K	\$1,050.00
SIMMONS, Heather	\$54,677.97
SIMONELLI, Deborah A	\$73,120.08
SMALL, Patricia	\$9,705.69
SMALL, Michael	\$207.79
SMALL, Emmalee	\$1,400.00
SMALL, Matthew	\$2,598.08
SMITH, Daria	\$1,120.00
SMITH, Molly	\$45,105.47
SMITH, Erica	\$5,388.06
SMITH, Paul	\$52,218.04
SMOOT, Cathryn	\$10,585.05
SOCHA, Cindy L	\$97,626.62
SOCHIA, Leon T IV	\$1,904.10
SODERMAN, Debra A	\$39,172.96
SODERMAN, Tina	\$2,250.00
SOKOL, Marydolores	\$70,509.99
SOUSA, Elizabeth	\$23,781.19
SOUSA, Donna	\$62,538.68
SQUIER, Carla	\$71,560.08
ST. GERMAIN, Donald	\$8,969.95
ST. PIERRE, Laura	\$41,136.11
STACK, Imogene	\$83,410.05
STACY, Amy	\$321.00
STAND, Ellen	\$45,126.08
STAND, Amy	\$55,014.86
STAND, Jarred	\$52,429.88
STEWART, Glorialyn	\$21,614.36
STIENSTRA, Cheryl	\$14,406.39
STRATTON, Keith	\$68,593.73
SUGHRUE, Mary	\$250.00
SUGHRUE, James J Jr	\$800.00
SULLIVAN, Kevin	\$2,859.75
SULLIVAN, Robert	\$75,489.98
SWALLOW, Theresa	\$312.00
TAYLOR, Donna	\$27,162.39
TEDISKY, Marlana	\$63,248.15
TERRANOVA, Janelle	\$45,950.33
TESSIER-WOUIPIO, Diane	\$75,683.14
TETREAU, Lorraine	\$851.51
TETREAU, Joshua	\$27,029.26
TETREAU, Ronald Jr	\$32,632.81
THAYER, Jeffrey	\$50,340.19
THERIAULT, Megan,	\$5,575.39
THEWS-MILLER, Diane	\$14,521.44
TIBBETTS, Lauren	\$42,262.56
TIMM, Allison	\$42,781.03

W2 Salaries - 2012 Annual	YTD Gross
TOURONY, Brenda	\$75.00
TOWLE, Megan	\$52,467.19
TURNER, Laura	\$56,094.85
TURNER, Nancy	\$9,330.05
USHER, Rachel	\$56,146.97
VAIDYA, Cheryl	\$61,908.19
VAILLANCOURT, Dorothy	\$742.00
VALIPOUR, Pamela J	\$67,387.53
VALLIERE, Patricia	\$64,970.71
VANINWEGEN, Eric	\$68,115.92
VILANDRE, David	\$70,615.99
VILLEMAIRE, Scott	\$46,386.08
VINSON, Kent	\$74,740.63
VINSON, Jack	\$1,184.00
VIVIEROS, Daniel	\$850.34
WAGGENHEIM, Jonathan	\$60,674.07
WALCEK, Karen Ann	\$2,625.00
WALL, Douglas	\$187.34
WALLIS, Richard	\$13,976.00
WAY, Kathleen	\$23,646.56
WERME, Theresa	\$731.20
WERME, Winona	\$173.60
WHEELER, Michelle	\$70,120.08
WHITE, Elizabeth	\$11,907.95
WHITE, Raymond	\$1,761.44
WHITE, Susan	\$49,236.00
WHITE, William Sr	\$6,525.75
WHITE, William Jr	\$13,312.57
WILK, Laura	\$13,447.83
WILLSEY, Heather	\$9,420.73
WILSON, Robert	\$18,580.70
WILSON, Donna	\$24,218.30
WONG-KAM, Charity	\$32,815.89
WOOD, Janice	\$15,433.53
WRIGHT, Mary	\$3,667.01
YACINO, Felix	\$902.74
YACINO, Betty	\$210.00
YACINO, Joseph	\$4,127.90
YANNINO, Anthony	\$68,721.72
ZISK, Stephen	\$66,846.26
ZULIANI, Tracey	\$44,048.63
Subtotal	\$14,696,903.68

Police Off Duty**	
BLONIASZ, Jacob	\$3,390.00
BRIMMER, Jacquelyn	\$3,460.00
DEGENOVA, George	\$960.00
DUNLEAVY, Mark W	\$1,390.00
FULONE, Brett D	\$5,092.00
GILBERT, Gregory G	\$3,226.00
GOULD, Travis	\$320.00
KAMINSKI, Mark E	\$7,651.00

Police Off Duty** - W2 Salaries - 2012 Annual – Cont.	YTD Gross
MCLAUGHLIN, Aaron	\$1,975.00
MIGLIONICO, Nicky L	\$6,294.50
STRATTON, Keith	\$780.00
YANNINO, ANTHONY	\$3,518.00
Subtotal	\$38,056.50

Grand Total **\$14,734,960.18**

** Special Detail G.L.CH44§ 53C: Compensation of employees for off-duty or special detail work not related to regular duties.

Respectfully Prepared By:
Lois Danforth
Assistant Treasurer



ASSESSORS

MEETING DATE/TIME
1st Tuesday of the Month
at 6:00 PM

476-4000 ext. 353



FY 2012 Assessed Valuation of Town	925,800,495
FY 2012 Tax Rate	14.18

CLASSIFICATION	
Residential	794,805,553
Open Space	-0-
Commercial	18,598,886
Industrial	15,509,100
Personal Property	18,123,656
Total Taxes Levied for Fiscal Year 2012	12,010,967.66
Real Estate	11,753,974.52
Personal Property	256,993.14
Number of Parcels Assessed	4,053
Valuation of Exempt Property (i.e. Town owned, State owned, non-profit charitable)	78,763,300
Valuation of Chapter Land Properties (i.e. Ch.61-Forestry, Ch.61A-Agriculture, Ch.61B-Recreation)	904,480
Average Assessed Value of Single Family Residence	258,363
FY 2011 Real Estate and Personal Property Abatements	28,931.67
FY 2011 Real Estate Exemptions	41,768.85
Motor Vehicle Excise Commitments	
July 1, 2011 thru June 30, 2012	994,137.10
Number of Motor Vehicles Assessed	10,689
FY 2012 Boat Excise Commitment	4,875

The Board of Assessors is a three member elected Board. State law requires the Assessors to value all real estate and personal property subject to taxation, based on ‘full and fair cash value’ as of the January 1st preceding each fiscal year. The State Department of Revenue mandates the Assessors annually conduct sales analyses to maintain property values at or near 100% of market value. The assessed values are submitted to the State for certification every three years.

The Assessors are responsible for the assessed values. Town Meeting appropriations voted by Town citizens determine the tax rate. The total taxes apportioned must be sufficient to meet state and local appropriations.

The Assessors encourage all taxpayers to contact the Assessors’ Office with any question relative to their real estate assessments, abatements, exemptions, or motor vehicle excise tax.

Respectfully submitted,
John A. Blatchford, Jr., Chairman, James J. Sughrue, Jr., Scott A. Meizen



FINANCE COMMITTEE

Mission Statement – approved on November 14, 2005

As representatives of the citizens of Douglas, the Finance Committee will strive to provide recommendations to Town Meeting that are based upon financial data and sound fiscal policy and to carry out all duties prescribed

Fiscal year 2012 was another in a series of challenging financial years for the Town, with escalating costs, reduced growth, and the reality of reduced state aide. The importance of multi-year planning is becoming essential as the Town strives to achieve its goals against significant economic headwinds. As has been the case in the recent past, the ability of the Town to navigate these challenges is dependent upon the full cooperation of all town officials and departments, and the Finance Committee thanks all for their cooperation and collaboration. Thanks to many in the community who were willing to make sacrifices, we were able to get through the year, but with no relief on the horizon, the importance of maximizing the financial resources of the community remains the top priority of the Finance Committee. Nevertheless, we will also continue to keep an eye on the future of the community and work with other boards and committees to contemplate the financial needs of the Town for several years to come.



*Pamela Holmes, Kate Murphy, Michael Hutnak, Todd Bari, Jerome Kocur, David Hyland (L – R back)
Jeanne Lovett – Finance Director and Michael Guzinski – Town Administrator (L-R front)*

Reserve Fund Activity for FY12

An amount set aside annually within the budget of Town to provide a funding source for “extraordinary or unforeseen” expenditures. The Finance Committee can authorize transfers from this fund for this category of expense. The following is a summary of the 2012 reserve fund activity:

FY12 Reserve Fund Transfer History

ATM Appropriation	\$50,000.00
STM Supplemental Appropriation	<u>\$10,000.00</u>
	<u>\$60,000.00</u>

Department	Amount
Selectmen Wages	\$ 300.00
Town Counsel Expenses	\$ 500.00
Information System Wages	\$ 150.00
Tax Title Expenses	\$10,405.00
Tax Taking Expenses	\$ 2,100.00
Community Dev. Wages	\$ 700.00
Property Insurance	\$ 5,774.00
Street lighting Expenses	\$ 2,100.00
Veteran's Benefits	\$13,450.00
Worcester Regional Retirement	\$ 2,031.86
Unemployment	<u>\$15,000.00</u>
Total Reserve Fund Transfers	<u>\$52,510.86</u>
Closed to General Fund	<u>\$ 7,489.14</u>

Respectfully,
Todd Bari, Chairman
Michael Hutnak (Vice-Chairman)
Carol Gogolinski, Scott Hackett, Pam Holmes, David Hyland
Jerome Kocur, Jeffrey LaPorte, Kate Murphy



CAPITAL IMPROVEMENT COMMITTEE

The Douglas Capital Improvement Committee is tasked with developing a Capital Plan or list of Capital Improvements or projects. These projects include infrastructure as well as vehicles and equipment. As was the case last year the town still finds itself in a difficult financial position. For this reason the only project that was able to be funded was for the remodeling of bathrooms at the elementary school. In order to fund this project the School Department was able to transfer monies left over from the High School project. The estimated cost approved by the committee was \$65,000- 75,000

The Capital Improvement Committee will continue to work with the Department Heads and Committees to ensure and prioritize projects so that we can meet and fund our future capital needs.



Nancy Lane – School Superintendent, Shirley Mosczynski, Michael Guzinski – Town Administrator, Fire Chief Kent Vinson, Police Officer Mark Dunleavy, Ellie Chesebrough - Library Trustee (left to right around table)

Fy-2012 to Fy-2016 Capital Plan/List			
Department	Item Requested	FY-Year	Estimated Cost
Fy-2012 Unfunded	None		
Building Maintenance Dept.	Old Elementary Exterior Masonry	2012	\$49,263
Building Maintenance Dept.	Municipal Center Electrical Upgrade	2012	\$109,950
Building Maintenance Dept.	Municipal Center Exterior Upgrades	2012	\$307,250
Building Maintenance Dept.	Municipal Center Boiler Replacement	2012	\$395,921
Council On Aging	Senior Center Entrance	2012	\$55,000
Highway Department	Pickup Truck Replacement 4X4 w/plow	2012	\$32,000
Highway Department	Dump truck with Plow & Sander	2012	\$148,616
Police Department	Computer Server	2012	\$15,000
Police Department	SUV	2012	\$35,000
Police Department	Radio Upgrade	2012	\$90,900

Fy-2012 to Fy-2016 Capital Plan/List – Cont.

Department	Item Requested	FY-Year	Estimated Cost
Fy-2013			
Administration	Replace Phone System	2013	\$20,000
Building Maintenance	4x4 Maintenance Truck	2013	\$20,000
Building Maintenance	Mun. Ctr Air Conditioning Replacement	2013	\$25,000
Building Maintenance	Post Office/Sr. Ctr. Window Replacement	2013	\$110,000
Community Development	New Sidewalk Construction	2013	TBD
Fire Department	Rescue 1 Re-fit Body Only (or ↓)	2013	\$150,000
Fire Department	Rescue 1 Total Replacement	2013	\$400,000
Police Department	Computers	2013	\$15,000
Police Department	Dispatch Center Console	2013	\$15,000
Police Department	Video Recorder System	2013	\$50,000
Water & Sewer	New Water Source Investigation	2013	\$25,000
Water & Sewer	Wastewater System Management Plan	2013	\$40,000
Water & Sewer	North Street 16 inch Water Main (Main to Gilboa)	2013	\$280,000
Water & Sewer	Water Booster Station Replacement	2013	\$500,000
Fy 2014			
Administration	High Volume Copier	2014	\$15,000
Building Maintenance	Update Master Facilities Plan	2014	\$10,000
Building Maintenance	Paint Old Fire Station	2014	\$20,000
Building Maintenance	Window & Door Replacement – Old Fire Station	2014	\$25,000
Community Development	New Sidewalk Construction	2014	TBD
Fire Department	Ambulance # 2	2014	\$150,000
Fire Department	Engine/Tanker # 4	2014	\$375,000
Highway Department	Backhoe	2014	\$110,000
Highway Department	Vactor Catch Basin Truck	2014	\$250,000
Fy 2015			
Community Development	New Sidewalk Construction	2015	TBD
Highway Department	Portable Air Compressor	2015	\$20,000
Highway Department	Brush Chipper	2015	\$25,000
Highway Department	Boom Flail Mower	2015	\$28,494
Fy 2016			
Community Development	New Sidewalk Construction	2016	TBD
Highway Department	Dump Truck W/ Plow & Sander	2016	\$148,616
Debt Exclusion Projects FY2012-FY2016			
Building Maintenance	Municipal Center Renovation		*
Fire Department	Fire Station Addition		*
Highway Department	New Highway Garage		*
Library	ADA & Building Upgrade		*
Police Department	New Police Station		*
Recreation	Martin Road Recreation Area		*
Water & Sewer Department	Rte. 16 Sewer Line		*

***All Debt Exclusion Projects are currently being reviewed to determine an accurate cost estimate and for their relative priority, and will be presented at a later time.**

Committee: Chairman Chief Kent F. Vinson, Vice Chairman Mark Dunleavy, Paula Brouillette, Ellie Chesebrough, Shirley Moczynski, Nancy Lane

Respectfully Submitted,
Kent F. Vinson, Chairman.



“Decorate Your Ride” participants sponsored by the Historical Society – May 27, 2012

PUBLIC SAFETY





POLICE DEPARTMENT

"Everyone gave something, some gave everything. We shall never forget them". September 11, 2001

The Douglas Police Department is comprised of 15 full-time officers, to include the Chief of Police, a Lieutenant, a detective Sergeant, two patrol Sergeants and ten patrol officers, as well as, two part-time/reserve officers. Also included within the Douglas Police Department is our public safety communication staff, which includes an administrative secretary/dispatcher, four full-time dispatchers and four part-time dispatchers. They are responsible for handling all Police, Fire and EMS emergency and non-emergency calls, as well as, dealing with the public at large on a daily basis.



L to R - William Kellibrew, President, WKF; Chief Mark Ray, Beverly Police Dept. MA; Chief David Porter, Chair, IACP Victims Services Committee, Chief of Police of DeWitt Police Department, DeWitt, IA; and Chief Patrick Foley, IACP Executive Board, Chief

The Police Department handled 13,240 calls for services in 2012, which included 325 arrests. One of those arrests was Douglas's first homicide in twenty-seven years. A breakdown of some of the other arrests showed that 45 were for operating under the influence (OUI), of which eight were second offenses, five were third offenses, two were a fourth offense, one was for a sixth offense and eight were for operating under the influence of drugs. There were 26 individuals arrested for various drug/narcotic violations. Also, 24 individuals were arrested for domestic assault and battery. The Department continues to see an increase in larcenies from motor vehicles and residential burglaries, which is being fueled by economics and narcotic addiction. The Douglas Police Department encourages residents to lock their vehicles at all times and to report any and all suspicious activities and or persons seen in their neighborhoods. The Department continues to make arrests, charging individuals with various offenses associated with these crimes.

The Department continues to address motor vehicle violations and motor vehicle accidents by using various resources, both aggressively and proactively. In 2012 the Department investigated a total of 119 accidents, which resulted in 43 individuals being injured. 11 operators were charged with operating under the influence (OUI), accident resulting. There was also one bicyclist and one fatal accident. The fatal accident occurred in August on Webster Street, with the operator being charged with numerous motor vehicle and criminal offenses, to include **Motor Vehicle Homicide**. Main Street continues to have the most accidents with 30, followed by Webster Street with had 14 and North Street with 11. In examining these accidents, a total of 24 accidents occurred on Fridays and 18 occurred on Mondays and Wednesdays having 17. 52% of all accidents were single vehicle and another 19% were rear-end accidents. 63% occurred during daylight and 55% occurred when the weather was clear and roadway was dry. Also, seatbelts were used by 68% of the operators.

The Department issued a total of 2,110 traffic citations for various motor vehicle offenses, which resulted in \$51,510.00 total fines and 51% being issued for speeding showing an average of 14 mph over the speed limit.

On August 24, 2012, the Douglas Police Department was one of 23 local police departments, along with the Massachusetts State Police, honored at the annual Massachusetts Law Enforcement Challenge (MLEC) Awards Ceremony, for excellence in traffic safety. In recognition of our efforts, the Douglas Police Department received the **Award of Excellence, in the Gold Category**. The event was held at the Devens Common Center and was attended by the Secretary of Public Safety and Security Mary Elizabeth Heffernan, Superintendent of the State Police Colonel Timothy Alben, the President of the Massachusetts Chiefs of Police Association, and federal, state and community officials. Congratulations to Officers Aaron McLaughlin and Keith Stratton, who were responsible for writing this application and for their outstanding commitment to highway safety



Jimmy Fund Walk – Team Police Chiefs

On September 9, 2012, Chief Patrick T. Foley, Lt Nick L. Miglionico and Sgt Brett D. Fulone participated in the Boston Marathon/Jimmy Fund Walk, as part of the Police Chiefs Team, by walking 13.1 miles. This was the 24th year of the Walk and the 59th year of the Massachusetts Chiefs of Police involvement with the Jimmy Fund.

In November, the Department received a **Pedestrian Safety Commendation** from AAA of Southern New England. This was our eighth award from AAA for having more than 15 years without a pedestrian fatality. We also received a **Silver Award** from AAA for our outstanding traffic enforcement programs. Officer Anthony Yannino also received the **Community Traffic Safety Award**, for his commitment and enforcement/arrest of drunk and impaired drivers.

The Department continues to actively seek grants to obtain various resources and equipment. This year, the Department received a State E-911 grant, which totaled \$31,777. These monies are used for part-time dispatchers and dispatch training.

Lt. Nick L. Miglionico and Sgt Brett D. Fulone are continuing their efforts towards obtaining Accreditation through the Massachusetts Police Accreditation Program. Accreditation is a self-initiated process by which police agencies voluntarily strive to meet and maintain standards that have been established for the police profession by the police profession. Obtaining Accreditation status is considered to be "A Badge of Honor". It is one of the best measures of a Police Department's compliance with professional standards.

During these difficult economic times and budgetary constraints, all Departmental personnel continue to receive quality law enforcement training, with a total of 92 law enforcement courses attended, resulting in 764 credit hours awarded. The Department was able to achieve this by the following; using a distance learning/web-based training; when possible looking for tuition free courses and utilizing State E-911 grant monies. Also, all dispatchers are now trained as Emergency Medical Dispatchers.

The Douglas Dive Rescue Team continued to be active throughout the year. They were called out several times for emergencies in town, as well as, assisting area towns with their water related emergencies. Members of the team supply their own gear and train on their own time. Information on the dive team can be found on the department's website or by emailing douglasdiveteam@douglasma.org.

Officer Anthony Yannino continues to serve as our Community Policing Officer. His duties include crime prevention and safety programs for the elderly of the Town of Douglas. He is responsible for visiting the Senior Center, Riddlebrook Apartments and Douglas Schools.

The Department continues to provide school safety programs. The Officer Phil Program, which is supported by our business community, provides our students the needed resources and skills to avoid danger and drug use.

Detective Sergeant David J. Brown continues his role as a Resource Officer with Douglas High School on a part-time basis. This gives the Department visibility in all three schools and continues our partnership to provide positive law enforcement insight and information, as well as being a resource for the students.

Please visit our web page: www.douglasmapolice.com, which contains information about the Douglas Police Department, and we strongly encourages all residents to sign up for emergency alerts and community notifications with Nixle.com. Over 2000 governmental agencies have signed up with Nixle.com to help notify communities of emergency information and community activities. Please sign up at www.nixle.com. Also, Douglas Police Department is now on **Facebook** and **Twitter**. We post town activities, press releases, public safety announcements, and other information to friends of the Police Department. You can find us by searching DouglasPD

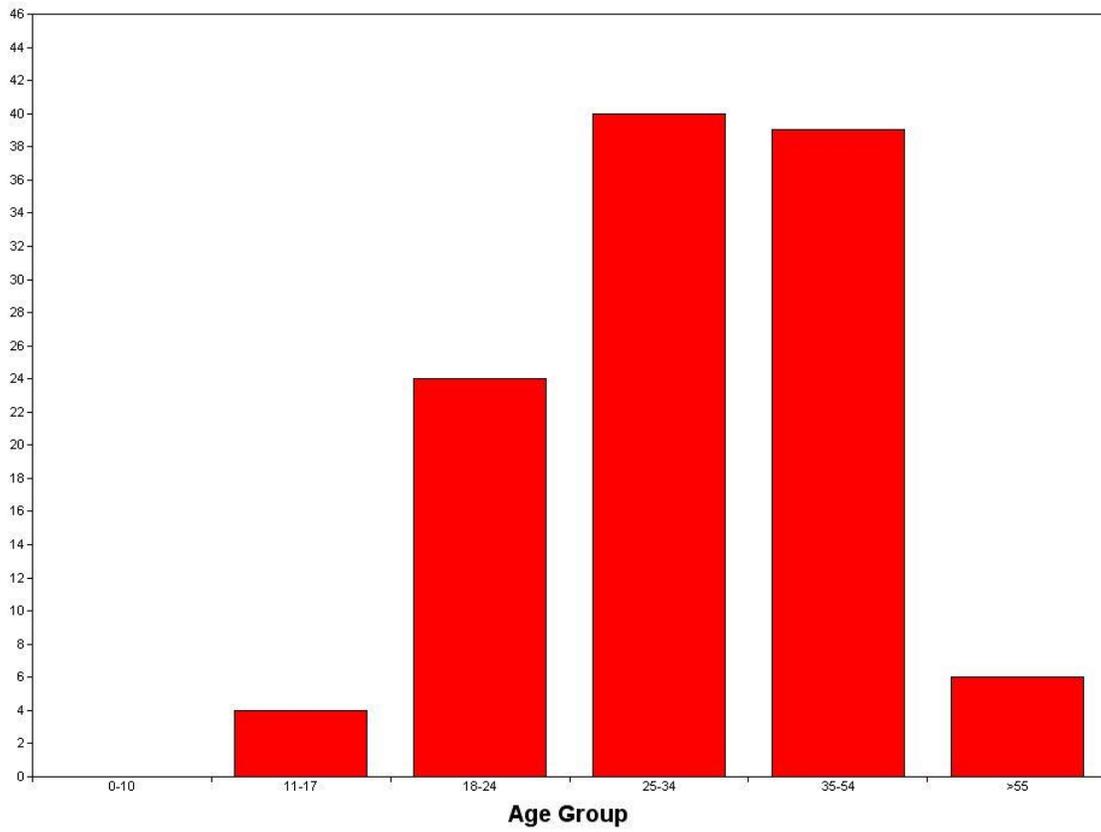
On behalf of all the officers and dispatchers, I wish to thank the citizens and business community for your strong support of the Douglas Police Department throughout the year. The Department will continue to provide professional and dedicated services to the Town and citizens of Douglas.

*Respectfully submitted,
Patrick T. Foley, Chief of Police*

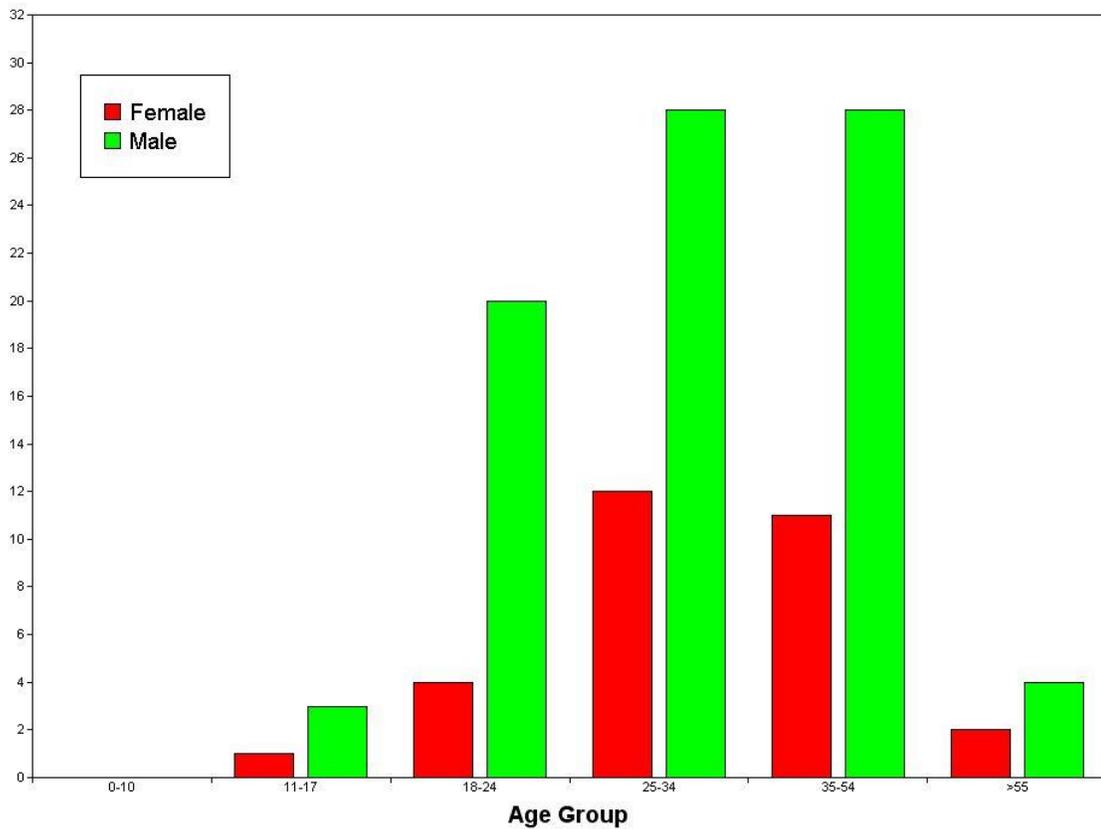


AAA Awards: Timothy Bonin (BOS Chairman), Officer Anthony Yannino, AAA Rep., Lt. Nick Miglionico, Chief Patrick Foley, and Michael Guzinski (Town Administrator)

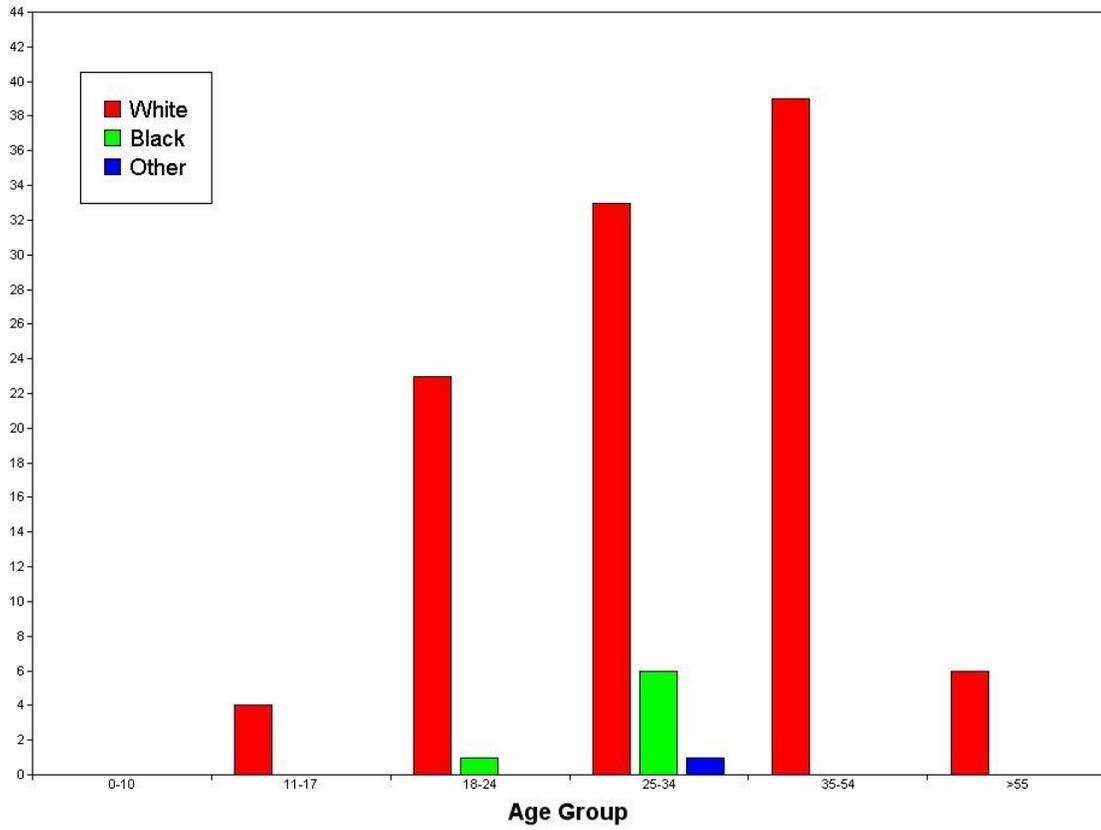
Arrests On View & Based on Incident/Warrants By Age Group



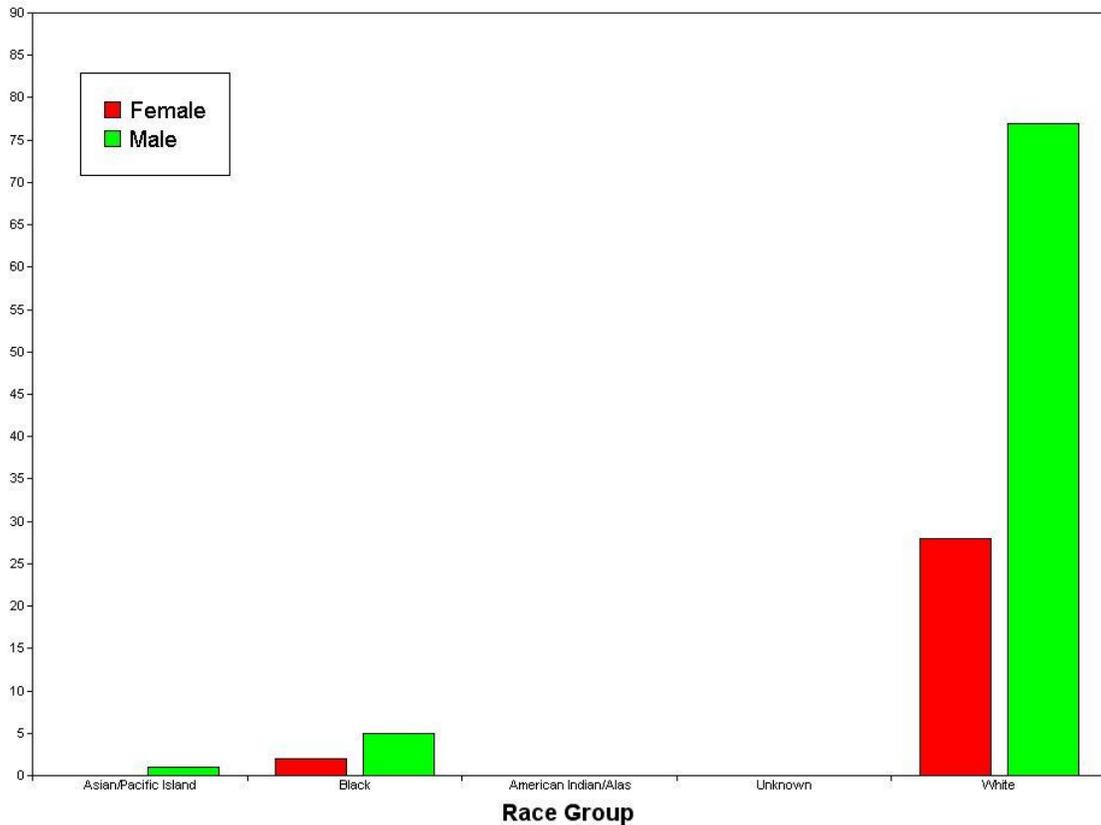
Arrests On View & Based on Incident/Warrants By Age / Sex



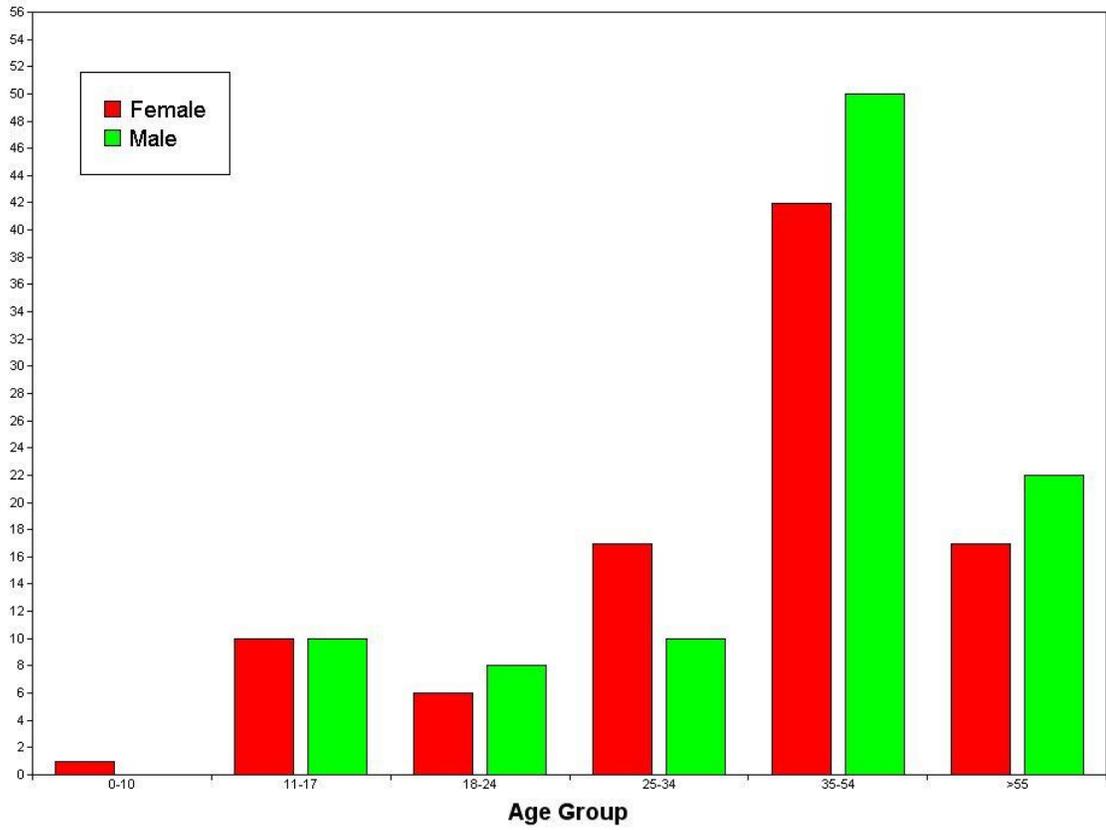
Arrests On View & Based on Incident/Warrants By Age / Race



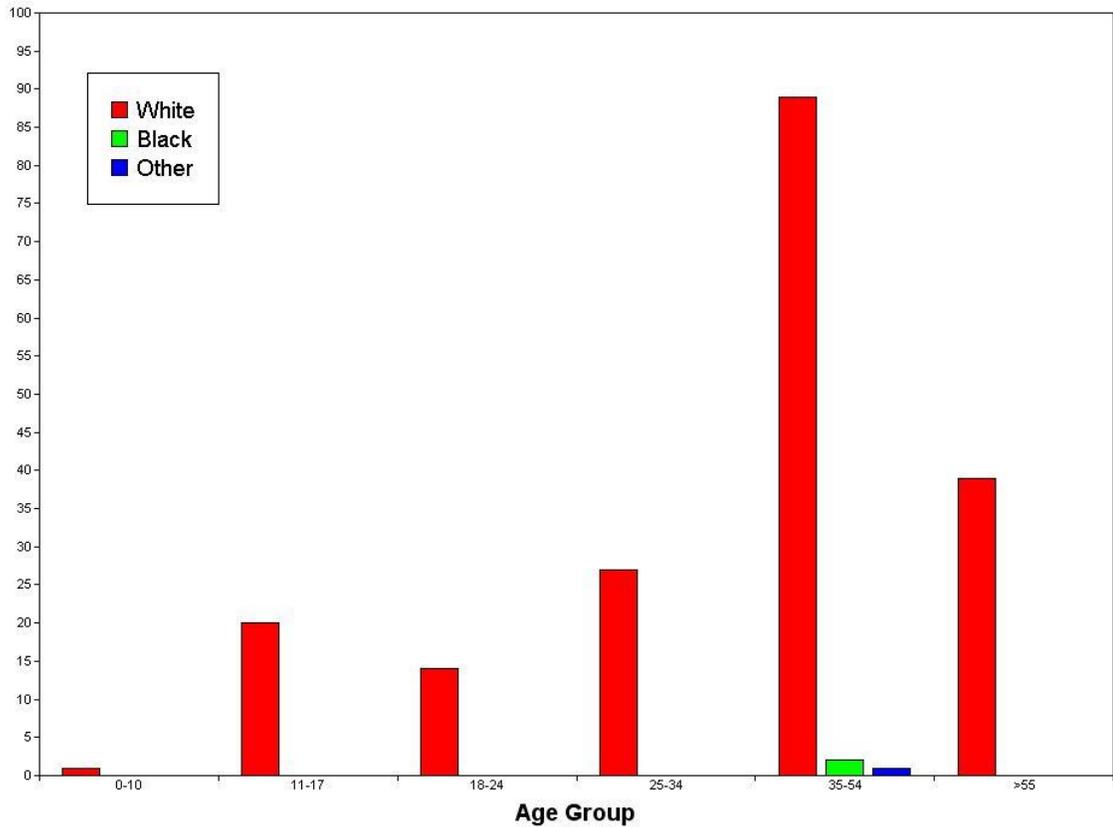
Arrests On View & Based on Incident/Warrants By Race / Sex



Victim By Age / Sex



Victim By Age / Race





FIRE DEPARTMENT

During the year 2012 the fire department expanded its mission statement to reads as follows; “The Douglas Fire Department is committed to the protection and preservation of life and property from the effects of fire, medical and hazardous conditions. We stand ready to provide fire suppression, rescue services, public education, and advanced emergency medical care safely and promptly to our *community*.”

As a family of individuals, we are dedicated to respect, integrity, compassion, and leadership amongst ourselves so that we proudly serve others. We strive to be recognized as *leaders* in our *profession*, and as *community role models*.”



Memorial Day Parade - 2012

In line with this mission statement the department has been very active not only answering calls for service in our own town but often when other towns need us. This was the case when we were called upon to help extinguish some very difficult fires in Webster, Uxbridge and Northbridge over the past year. We stand ready to help our neighboring towns, as we know they have for us for many years as well. This past year was a very busy year for fires in the Blackstone Valley both structural and wild land. However, the only way to stay proficient in our skills is to constantly train. It is my belief that the men and women of Douglas Fire take this seriously and train hard and often. The department trains on average twice per month for three hours each training session. We even spent a full Saturday at the Milford Fire Department burn building training under live fire conditions. This type of training on a regular basis is what shows that our department truly leads the way in our profession. I would like to commend the members of our family for their vigilance and teamwork throughout the year serving the citizens of our *community*.

The department also recently began to train on rope rescue so as to have the skills to be able to remove a victim from a ledge or cliff, as well as set up a hauling system to be able to successfully remove a person in a vehicle off the road or down a steep embankment safely. I and firefighter/paramedic Kaufman attended the thirty two hour rope rescue class presented by the Massachusetts Firefighting Academy in Fitchburg. There we found ourselves repelling off the fifth floor of a parking garage, as well as completing a pick off which is physically removing a victim from a ledge while being suspended in mid air from a rope that was secured to a fixed object. This was training that we feel was invaluable for our department and skills we now have that we never know when we will have to use. Constant training with other area departments in this regard will continue to help us expand our knowledge base and skills, thus better able to serve our citizens.

Also, we would like to congratulate Aaron Rivard for completing the Massachusetts Firefighting Academy Call/Volunteer Training Program and becoming certified at the Firefighter I/II level. This was a six month long program that started in July and stretched into December and was two nights a week and Saturdays. It is only the truly dedicated that are able to successfully complete this rigorous program. Aaron traveled to and from Fall River to attend this program. We also want to welcome three new probationary firefighters to our department who will be attending this program. They are Danielle Bloem, Jennifer Rosati and Kayla Stucynski. To end the year an EMT Program was delivered by Emergency Medical & Rescue Institute held at the fire station and we have three more potential EMT's. Jeremiah Pratt, Aaron Rivard and Jack Vinson are currently finishing their state examination process and will be certified soon.

Finally, we need to mention that 2012 ended on a very somber note with the tragedy that occurred in Newtown Connecticut. To honor the victims lost the Douglas Firefighters Union made a donation and Newtown sent stickers to be worn on all of the Douglas Firefighter's helmets, as well as one for each apparatus. This helps to strengthen our resolve to focus even more on the protection of our community. To show this Douglas Fire, Police and the Douglas Public Schools continue to partner and work together to train and assure the safety of not only the Douglas students but staff and the community as a whole. We have prepared and conducted lockdown drills in all of the schools to find weaknesses and strengthen our response should there ever be the need.

In conclusion the Douglas Fire Department and Emergency Medical Services stand at the ready to do whatever needs to be done to assure the safety of our citizens.

*Respectfully Submitted,
Fire Chief
Kent F. Vinson*



Fire Chief Kent Vinson, Lt. Pauline Labrecque, and Lisa Freeman - Clerk, EMT – B, Call FF

Douglas Fire Department S.A.F.E. Program

As always, the members of the Douglas Fire Department remain committed to offering the best S.A.F.E. program to the community that our resources allow us. We continue to search for new partnerships in the public education forum, while we continue to strengthen our existing relationships within the schools. We will be looking to expand our training and development by sending new members to the (P.F.L.S.E.) Public fire and life safety educator programs, as well as the Fire and Life Safety Conference. The Douglas Fire Department will continue to operate to the best of our abilities to limit the loss of life and property through the education of our S.A.F.E. program.

Incident Analysis			
From 01/01/2012 Thru 12/31/2012			
Incident Type	Incident Type	Occurrences	Percentage
Fire, other		6	1.7
Building fire		9	2.5
Fire in Structure other than in a building		1	0.3
Cooking fire, confined to container		1	0.3
Chimney or flue fire, confined to chimney or flue		7	2.0
Commercial Compactor fire, confined to rubbish		1	0.3
Fire in motor home, camper, recreational vehicle		1	0.3
Fire in a portable building, fixed location		1	0.3
Passenger vehicle fire		2	0.6
Natural vegetation fire, other		5	1.4
Forest, woods or wild land fire		9	2.5
Brush or brush-and-grass mixture fire		4	1.1
Grass fire		1	0.3
Outside rubbish, trash or waste fire		2	0.6
Special outside fire, other		2	0.6
Excessive heat, scorch burns with no ignition		1	0.3
Rescue, EMS incident, other		4	1.1
Medical assist, assist EMS crew		17	4.8
Emergency medical service incident, other		5	1.4
EMS call, excluding vehicle accident with injury		1	0.3
Motor vehicle accident with injuries		21	5.9
Motor vehicle accident with no injuries		51	14.4
Search for lost person, other		2	0.6
Search for person on land		2	0.6
Search for person in water		2	0.6
Removal of victim(s) from stalled elevator		1	0.3
Water & ice-related rescue, other		1	0.3
Watercraft Rescue		2	0.6
Rescue or EMS standby		1	0.3
Hazardous condition, other		2	0.6
Gasoline or other flammable liquid spill		2	0.6
Gas leak (natural gas or LPG)		3	0.8
Oil or other combustible liquid spill		1	0.3
Carbon monoxide incident		5	1.4
Electrical wiring/equipment problem, other		4	1.1
Heat from short circuit (wiring), defective/worn		1	0.3
Overheated motor		2	0.6
Power line down		17	4.8
Arcing, shorted electrical equipment		1	0.3
Person in distress, other		1	0.3
Lock-out		3	0.8
Water or steam leak		1	0.3
Smoke or odor removal		6	1.7
Animal problem		2	0.6
Public service assistance, other		1	0.3
Public service		1	0.3
Unauthorized burning		5	1.4

Incident Analysis - Continued
From 01/01/2012 Thru 12/31/2012

Incident Type	Occurrences	Percentage
Cover assignment, standby, move up	8	2.3
Dispatched & cancelled en route	5	1.4
No incident found on arrival at dispatch address	1	0.3
Smoke scare, odor of smoke	29	8.2
Steam, vapor, fog or dust thought to be smoke	1	0.3
False alarm or false call, other	3	0.8
Municipal alarm system, malicious false alarm	2	0.6
Central station, malicious false alarm	1	0.3
Bomb scare - no bomb	1	0.3
System malfunction, other	2	0.6
Sprinkler activation due to malfunction	1	0.3
Smoke detector activation due to malfunction	10	2.8
Alarm system sounded due to malfunction	14	3.9
CO detector activation due to malfunction	5	1.4
Unintentional transmission of alarm, other	1	0.3
Extinguishing system activation	1	0.3
Smoke detector activation, no fire – unintentional	11	3.1
Detector activation, no fire – unintentional	2	0.6
Alarm system activation, no fire – unintentional	13	3.7
Carbon monoxide detector activation, no CO	7	2.0
Wind storm, tornado/hurricane assessment	1	0.3
Severe weather or natural disaster standby	5	1.4
Special type of incident, other	5	1.4
Citizen complaint	5	1.4
TOTAL	355	100.0



<u>2012</u> <u>INSPECTIONS</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JULY</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
SMOKE AND CO	13	11	7	10	13	8	13	9	9	13	13	7	126
BUSINESS	1				1	1		10			25		38
PROPANE	1			11	10	4		6	3		10	1	46
TRUCK TANK								7	4		1	1	13
BOILER PERMITS	5	3		3	1	1	2	3	2	2	7	1	30
OIL TANK							1				1		2
OIL LINE	1	3	2	2	2		1	1	5	3	1		21
VENTLESS													0
Burn Permits	179	132	124	16									451
FIRE ALARM							2						2
SPRINKLER	1												1
UNDERGROUND TANK							1		1				2
Aboveground Tank											1		1
Cutting and Welding											3		3
Total Inspections													736

2012 Ambulance Statistics								
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Totals
00:01-01:00	2	5	2	3	3	4	8	27
01:00-02:00	2	3	2	1	1	3	2	14
02:01-03:00		2			2	7	6	17
03:01-04:00	1	3		2	4	4		14
04:01-05:00	3	1	1	2	1	3	4	15
05:01-06:00	2	2	1	3	3	2	1	14
06:01-07:00	2	4	1	8	2	1	4	22
07:00-08:00	6	5	3	5	3	4	2	28
08:01-09:00	5	3	9	9	5	9	6	46
09:01-10:00	11	7	3	7	6	5	6	45
10:01-11:00	13	8	3	8	4	8	4	48
11:01-12:00	5	4	3	5	7	3	9	36
12:01-13:00	11	2	2	5	4	11	5	40
13:01-14:00	5	4	8	6	7	7	4	41
14:01-15:00	12	2	2	8	5		7	36
15:01-16:00	4	10	8	3	8	10	13	56
16:01-17:00	5	2	5	10	4	4	3	33
17:01-18:00	5	11	14	4	3	7	4	48
18:01-19:00	5	7	8	3	4	7	11	45
19:00-20:00	3	8	3	4	4	4	4	30
20:01-21:00	5	8	4	2	6	6	13	44
21:01-22:00	8	5	5	10	13	6	8	55
22:01-23:00	6	4	1	2	4	3	2	22
23:01-00:00	4	5	3	5	1	3	1	22
Totals	125	115	91	115	104	121	127	798

2012 Ambulance Statistics			
BLS call	340	Psych evaluations	34
ALS - Intermediate call	11	Miscellaneous	33
ALS - Paramedic called	447	Water Emergency/Drowning	3
Total	798	Totals	798
Refusals	228	Oxford ALS	3
Simultaneous Calls	18	Webster ALS	2
Mutual aid given to another town	34	Northbridge ALS	
Mutual aid received/transported	12	Mendon ALS	
Medflight		Uxbridge ALS	2
Lifeflight		Douglas	
Rehab for fire call		Harrisville ALS	1
		Pascoag	2
		Total	10
Abdominal Pain/ kidney stone	46	Hospital pt was tx to:	
Allergic reaction	11	Citizen/Lift assist	9
Altered Mental Status	29	Milford	263
Animal bite		St. V's	102
Anxiety attack	6	Memorial	33
Burn	1	Umass	104
Boating accident/ jet ski		Hubbard	29
ATV / 4 wheeler /dirt bike/ bike	1	Refusal	228
Back pain	23	No EMS	15
Bicycle accident (non motorized)		Rehab	
Dog Bite	1	DOA	5
Chest Pains/Cardiac	70	Cancelled	6
Code / Obvious Death/DOA	9	Landmark	4
Diabetic Incident	9	Total	798
Choking	7		
Domestic/ assault/ sexual abuse	6		
Electrocution	1		
Fall	58		
General illness - (n/v, migraine, etc)	63		
Head injury	12		
Hypothermia/hyperthermia			
Leg pain / hip pain	5		
Citizen/Lift assist	9		
MVA/pedestrian accident	169		
Nosebleed	3		
No EMS needed	15		
Pregnancy/OB Emergency	1		
Overdose /poisoning/ ETOH	29		
Stroke	13		
Seizure	13		
Syncope	16		
Traumatic injury/burns	13		
Upper extremity injury/pain	9		
Lower extremity injury/pain	18		
Unresponsive	7		
Respiratory distress	55		





BUILDING DEPARTMENT

The Building Department is responsible for all residential and commercial permits that are submitted including but not limited to electrical, plumbing, and gas. The state has now added the requirement for sheet metal/mechanical permits for all projects requiring duct work. Along with reviewing and processing the permits, we perform all inspections necessary to document that all work completed is in compliance with the Massachusetts State Building Code and all other applicable codes.

There are many different types of permits that are submitted to our department. They range from replacing windows in a dwelling up to constructing a new school. Depending on the project, there are numerous departments and/or boards that may be required to review the submittal. Under the Massachusetts State Building Code a building permit is required for any and all new construction, reconstruction, alterations, repairs, demolition, change of use, and change of occupancy in a building or structure.

As stated previously the State is constantly changing the existing laws as well as creating new laws they feel are necessary based on incidences that occur. Past law changes have dealt with “Sprinkler System” requirements, “Trench” permits, increased regulations for dwellings with lead-based paint, “Energy” requirements dictating what insulation and windows are to be installed in new construction, “Smoke Detector” requirements, and “Carbon Monoxide” requirements. Changes continuously are being made by the state in return putting more demands on the inspectors. They have now added “Sheet Metal” permit requirements. All duct work that is erected in a building must have a permit and requires inspections.

Along with all the building aspects and permits, our department is responsible for Zoning Enforcement. Our role is to enforce the Town of Douglas Zoning Bylaws as well as any and all Special Permits and Variances with conditions that may be granted by the Zoning Board of Appeals and/or Planning Board. The Department also handles neighbor land disputes and zoning/building complaints along with violations and violation notices being sent for noncompliance of the bylaws or code requirements.

The Building Commissioner is also the ADA Coordinator receiving all complaints regarding accessibility issues as well as guiding people with accessibility issues.

All of the departments and boards continually work with the other departments and boards to clarify and simplify permitting process. Although some processes may seem redundant and/or time consuming, they are necessary for the welfare and safety of the town. We invite anyone who is planning a project, whether it be residential or commercial, to come in to the department to meet with us to discuss all aspects of the proposed project and hopefully alleviate any delays that could occur when the project is in motion.

Some of the larger projects our office has been working on are the new Douglas Elementary School with continued construction progress, and second Solar Farm project to be constructed on a property located on Northeast Main Street. The Recycling Plant off of Cliff Street, has started construction and continues to make daily progress.

Respectfully submitted,
Adelle Reynolds
Building Commissioner

**JANUARY 1, 2012 – DECEMBER 31, 2012
Building Permits Issued**

Fees Received for 584 Permits: \$ 131,279.78

**Not including fees *Waived* for 23 School, Solar and
Non-profit Projects: \$ 393,031.40**

HOUSES	17
GAS	60
ELECTRIC	160
PLUMBING	78
SHEET METAL	23
BARNs	3
GARAGES	8
MISCELLANEOUS BUILDINGS	24
ADDITIONS / ALTERATIONS	140
POOLS	13
CHIMNEYS / STOVES / FIREPLACES	32
DEMOLITIONS	5
COMMERCIAL / INDUSTRIAL	18
SIGNS	3

**TOTAL FEES RECEIVED INTO THE BUILDING DEPARTMENT
FOR *FY 2012* (July 1, 2011 – June 30, 2012): \$ 99,272.71**

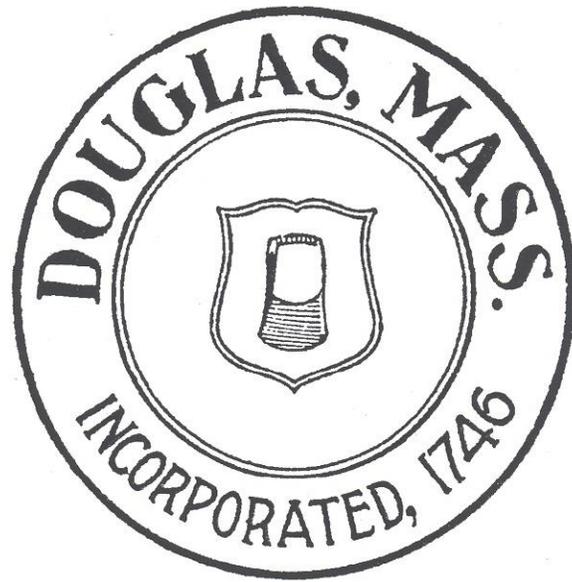


EMERGENCY MANAGEMENT

There were no man-made or natural disaster that occurred in the town of Douglas in 2012 that required action from the Emergency Management Department or the Douglas Citizen's Emergency Response Team (CERT).

**Respectfully submitted,
*Earnest R. Marks, Jr***

PUBLIC HEALTH





BOARD OF HEALTH

The members of the Douglas Board of Health are pleased to submit the following report for the year 2012.

The Board of Health meets the 4th Tuesday of each month at 6:00 PM in the Health Department office of the Municipal Center. Meeting changes can be found on the Town's website.

The Board of Health consists of a five member board appointed by the Board of Selectmen. Members serve three year terms. The Board of Health is responsible to hire an Agent, Board of Health Engineer, Public Health Nurse, Administrative Supervisor, Animal Inspector, Food Service Inspector and Transfer Station operators. These individuals carry out the various duties under the jurisdiction of the Board of Health.

The Board of Health or its Agent/Engineer performed the following:

Title 5 Soil Testing witnessed	35
Permits issued for new or repaired septic systems	27
Approved State or Local Title 5 variances	2
Well installation permits	13
Certificates of Compliance issued	21
In-ground swimming pool permits issued	3
Board of Health reviews for Planning Board hearings	7



*Marleen Bacon – Admin. Supervisor &
Grace Krauss – Town Nurse*

In accordance with 105 CMR 445.000 Minimum Standards for Bathing Beaches (State Sanitary Code, Chapter VII) all public and semi-public beaches were tested on a weekly basis for e-coli.

In accordance with 105 CMR 435.000 Minimum Standards for Swimming Pools (State Sanitary Code, Chapter V) all commercial in-ground swimming pools were inspected prior to the issuance of a permit.

In accordance with 105 CMR 430.000 Minimum Standards for Recreational Camps for Children (State Sanitary Code, Chapter IV) and 105 CMR 440.000 Minimum Standards for Developed Family Type Camp Grounds (State Sanitary Code, Chapter VI) all children's overnight camps and recreational camps were inspected prior to opening.

The seven monitoring wells located at the capped Riedell Road landfill and the Transfer Station are tested twice a year. All results are filed with the Worcester office of the Department of Environmental Protection and are kept on file at the Board of Health office.

All Food Service, Retail Food and School Cafeterias are inspected twice a year in accordance with 105 CMR 590.000 Minimum Standards for Food Establishments, Chapter X and the 1999 Merged Food code. All reports are kept on file.

The Board of Health Agent responded to complaints concerning issues such as housing complaints, trash, abandoned properties, odors, septic issues, noise, animal/vermin issues and outdoor wood burning furnaces.



Phil Smith, Marlene Bacon, Justin Lapham & David MCallum (L – R)

The Board of Health, with help from the Highway Department, continues to place mosquito pellets in Town culverts in an attempt to control the growth of the mosquito population. The Board of Health places public service announcements on the local cable station advising residents on ways to protect themselves from tick and mosquito bites. This information can be found on the Board of Health page located on the Town web page.

Respectfully submitted
Justin Lapham, Chairman



PUBLIC HEALTH NURSE

The Public Health Nurse provides immunizations and is responsible for reporting, investigating and following up on reports of communicable diseases as mandated by the State Department of Public Health. The role of the Public Health Nurse is to protect the health of the entire population of the Town through education, prevention and control of communicable diseases, injury and disability prevention, promotion of health and healthy behaviors.

Wellness clinics, including blood pressure monitoring, are held on the second and fourth Thursday of each month at the Municipal Center from 1:30 PM to 3:30 PM, for the homebound residents at Riddlebrook Apartments, West Street, on the first Thursday of each month from 10:00 AM to 12:00 noon and on call for the Senior Center on the third Thursday of each month from 10:00 AM to 11:00 AM.

Several seasonal flu clinics were held and vaccinations were offered to all residents.

All clinics are open to the general public at no charge and no appointment is necessary.

The past year I attended a conference to respond to the outbreak of infectious diseases. Also, trained in the Maven online system for communicable disease reporting.

Home visits to residents are provided as needed to homebound seniors.

Respectfully submitted,

Grazina E. Krauss, R.N.
Public Health Nurse



TRANSFER STATION

The Transfer Station and Recycling Center are under the direct supervision of the Board of Health. Permits are sold to Douglas residents only and are sold twice a year (March 1st and September 1st). The Board of Health strives to keep the cost of trash disposal at a fair and reasonable rate for Town residents.

The site is located on Riedell Road and is open Tuesday, Thursday and Saturday from 7:00 AM to 4:00 PM.

The site accepts household trash, some bulky items, certain white goods and recycled items. The site also collects TV's, computer monitors, air-conditioners, auto batteries, used clothing, and propane tanks.

The Board of Health is part of the Blackstone Valley Regional Recycling Group which accepts most of our recyclables and forwards any profits back to the Town of Douglas.

Residents of the Town of Douglas can also take certain items to the Northbridge division of the Blackstone Valley Regional Recycling Group located at 193 Main Street in Northbridge. For further information on this, please contact the Douglas Board of Health office.

The Board of Health continues to sell backyard composting bins at a cost of \$40.00 each.

In the fall of the year another composting option was made available to residents of Douglas. For \$20 a year they could take their leaves and grass clippings to the Town of Uxbridge compost area located on River Street.

In accordance with the Solid Waste Regulation 310 CMR 19:000, section 19.207(25), the Transfer Station is inspected yearly by a registered professional engineer.

The following tonnages were recorded:

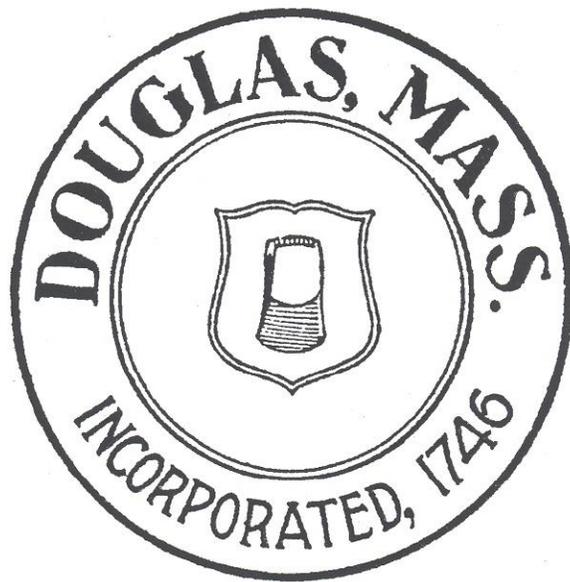
Solid Waste	1,455 Tons
Bulky Waste	162 Tons
Metal	38 Tons
Mixed paper	18 Tons
Cardboard	47 Tons
Glass	43 Tons
Electronics	23,000 lbs
Textiles	1,679 lbs



Respectfully submitted,
Justin Lapham, Chairman



PUBLIC WORKS





HIGHWAY DEPARTMENT

Approximately \$367,000 was awarded in state aid to the Highway Department. With a portion of this money the department was able to pave Birch Street and crack seal several roads. We also worked with the Planning Board to pave a bad section of Conservation Drive.

Projects to improve drainage were completed for Martin Road and Brookside Drive. We also worked to replace a large culvert on Main Street and repaired the slope and detention pond at the High School that were damaged during the March 2010 flooding. Routine maintenance performed within the department includes cutting brush, patching pot holes, painting crosswalks and road lines and replacing street signs. The Highway Department also maintains over 700 catch basins during the year and now maintains the ball fields within the town. Along with the regular maintenance schedule the department also assists the Water Sewer Department and the School Department. During the winter of 2011/2012 the town deficit spent in the amount of \$30,000 in order to properly treat the roads and perform snow removal. The Highway Department also faced weather challenges in 2012 with Hurricane Sandy.

Respectfully Submitted
John J. Furno
Highway Superintendent



*Thomas Griffin, Phil Brule, David Furno, Ray Begin, Ernie Marks, Adam Furno,
MaryBeth Mello – Clerk and John Furno – Highway Superintendent*



WATER / SEWER DEPARTMENT

508-476-2400

Office Hours: Monday thru Friday, 7:00 AM to 3:30 PM

Water Division

The water division pumped 85,245,300 gallons of water this past year. Fire hydrants were inspected, operated, and flushed in the fall. All cross connection devices were tested as required by the DEP.

Service Calls:	64
New Services:	1
Meters Replaced:	52
Final Reads:	40
Water Leaks Repaired:	8
Hydrants Replaced:	1
Hydrants Repaired:	2

Wastewater Division

The Wastewater Treatment Plant processed 59.567 million gallons. The plant maintained the removal rate of 98% for BOD's, and 98% removal rate for TSS's. 1,188,000 gallons of sludge went to Synagro Northeast for incineration.

New Services:	2
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News

A Leak detection Survey was conducted by Prowler Leak detection services as a result six small leaks were identified and easily repaired.

A new water management act permit was approved; as a result we are now required to implement a mandatory water ban each year beginning on May 1st and will be in affect through September 30th every year. This means no non-essential outdoor water use is allowed between the hours of 9:00 am and 5:00 pm. for more information please visit the Water and Sewer Department web page on the Town of Douglas Website. <http://www.douglasma.org>

Commissioners Meeting Date / Time

Meetings are held on the first Tuesday of each month at 7:00 pm at the Wastewater Treatment plant, 29 Charles Street, Douglas

Commissioners:

Robert Josey, Chairman
Colin Haire, Vice Chairman
Keith Bloniasz, Secretary

Yearly Events

- Water Meters are read twice per year, in February and August.
- Fire Hydrants are flushed in the spring or fall, depending on supply and conditions.
- Consumer Confidence reports will be delivered by July 1st.

Respectfully Submitted,
Robert Sullivan, Systems Manager
Town of Douglas Water Sewer Department



*Lee Bloniasz – Admin. Secretary &
Robert Sullivan – Systems Manager*



MUNICIPAL FACILITIES MAINTENANCE

The Municipal Facilities Maintenance Department Manager performs preventative maintenance, custodial duties, landscaping (grass cutting, flower planning and care) and snow removal for several of the Town of Douglas buildings. As Manager I am also responsible for the hiring of contractors and oversight of all projects regarding facilities.

This year the Facility Maintenance Department saw the completion of a partial roof replacement at our Municipal building. Selectmen's Office / Resource room, Police garage, and gymnasium locker room roofs were replaced. This project was funded by a prior year capital improvement appropriation. In 2012 the Facility Maintenance and Highway Department's utilized a community service program sponsored by the Worcester County Sheriff's Office. Maintenance projects completed were brush cut and removal at the old fire station and municipal basketball court, painting the VFW porch, and painting various structures at Solders Field and Martin Park.

I continue to stay involved with long range planning by attending Capital and Building Facilities and Construction Committee meetings.

Once again escalating costs combined with expense budget cuts make it difficult to properly maintain our buildings. In spite of this I try to maintain a positive attitude moving forward.

Respectfully submitted,
Patrick "Ricky" Colonero
Facility Maintenance Director



Patrick "Ricky" Colonero – Facility Maintenance Director



CEMETERY COMMISSION

Constant maintenance of the cemeteries, including grub control at the Douglas Center Cemetery The Commissioners put together a brochure with information for plot owners to be given out at purchase. These were also distributed to various funeral homes and other appropriate places. Several Stones were repaired at the South Street Cemetery One set of the rusty, historic gates at the South Street Cemetery were sandblasted & cated as well as the lock mechanism being fixed. (See pictures below). The remaining set will be done.



BEFORE



AFTER

Cemetery Commissioners
Shirley Cooney, Chair
Debby Heinz, Secretary
Ginger Petraglia, Treasurer



TREE WARDEN

In 2012 I continued to work together with the Highway Department, the Police Department and National Grid's arborists to remove large butts and limbs as well as damaged and diseased trees to keep our streets safe and clear.

The public should please be aware that the trees along each and every one of our roads are town property and Massachusetts General Law Chapter 87, section 9 *prohibits the posting of signs of any kind on street trees*. Please obey this law and keep our trees healthy.

We also have a Scenic Road bylaw and I urge citizens to take the initiative to get their roads designated for the added protection it offers our beautiful trees. During FY12 I worked hard to coordinate a tree removal and maintenance program that was as efficient and economical as possible. A total of \$3,480.00 was expended through the Tree Warden's budget and includes payment for police details.

We have three pests, in particular, that residents should be aware of. The Wolly Adelgid attacks our coniferous hemlocks and the Emerald Ash Borer does significant damage to our deciduous ashes. Residents should also be on the watch for the Asian Longhorn Beetle. Familiarize yourself with what it looks like (below) and, if found, contact me or state officials immediately. More information and a report form can be found at <http://massnrc.org/pests/alb/> or call 1-866-702-9938.

I offer a special "thank you" to the Highway Department for clearing our streets and roads.

Respectfully submitted,
Leon Moczynski
Tree Warden
508-476-2460



Asian Longhorn Beetle

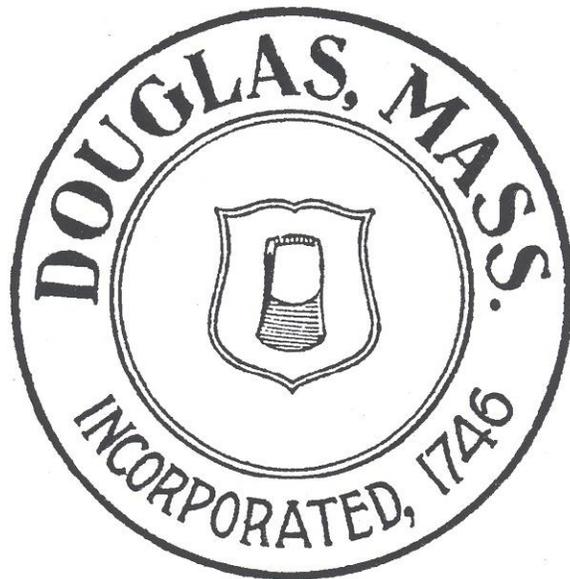


Hunt's Pond – Photo by Suzanne Kane



"Decorate Your Ride" - First Place Winner – Dayvee Gagnon

**PLANNING
&
DEVELOPMENT**





COMMUNITY DEVELOPMENT

The Community Development Department (CDD) is comprised of the following appointed and elected agencies: Conservation Commission, Economic Development Commission, Open Space Committee, Planning Board, and Zoning Board of Appeals. The staff within the Community Development Department includes the Registered Town Engineer, the Conservation Agent, an Administrative Assistant and a part-time meeting minute recorder. Staff also has a significant role in serving on the Building Facilities and Construction Committee, the School Building Committee and Expedited Permitting Coordinators as designated by Massachusetts General Law chapter 43D.

The CDD provides assistance and direction to residents, project applicants, and project abutters in understanding the local bylaws, rules and regulations, and the overall permitting process. The Department also provides assistance to the aforementioned departments, boards and committees in application review, drafting decisions and project oversight. Additionally, the Department also maintains aspects of the Town Geographic Information System (GIS) and permit tracking databases. The Department also provides technical assistance to various other Town Departments, Boards and Committees as detailed below.

The CDD has assisted the Board of Selectmen with the Road Layout and Acceptances for seven (7) residential subdivisions, application and implementation of a Wind Turbine Feasibility Study funded by the Massachusetts Clean Energy Center (MassCEC), National Pollutant Discharge Elimination System (NPDES) Permit annual reporting, Administration of FEMA/MEMA grant funds, assistance for leasing Martin Road Park, and various other small projects.

The CDD, having been designated as MGL Ch. 43D Expedited Permitting Coordinators, has assisted the Economic Development Commission and the Board of Selectmen through the design and permitting of a regional subdivision roadway located in the northeast corner of town. The 6,600 foot roadway crosses Douglas, Sutton and Northbridge and required permitting and approval from all three Towns' Planning Boards and Conservation Commissions.

The CDD also provides day to day ongoing project management and oversight of the Intermediate/Elementary school construction/renovation project for the School Building Committee.

The CDD also assisted the Building Facilities and Construction Committee (BFCC) with the Library ADA compliance project design, safety complex project scope and budget, establishing a regional compost facility with the Town of Uxbridge, oversight of the Cedar Street Bridge Repair, oversight of the design of the Hemlock Street bridge replacement project, ongoing evaluation of green energy alternatives for the town including solar and wind projects, and oversight of a municipal roof building project.

The CDD has assisted the Planning Board in the ongoing oversight of five (5) residential subdivisions with ongoing construction, permit review of three (3) subdivision modifications, one (1) definitive subdivision/flexible development plan, three (3) site plan reviews, two (2) aquifer protection special permits, two (2) earth removal special permits, thirteen (13) ANR plans, one (1) scenic road permit, two (2) new accessory apartment special permits, and one (1) two family dwelling special permit. Additionally, the CDD facilitated the process of drafting and coordinating proposed bylaw changes to: Water Resource Protection Overlay district Bylaw, the "Trailer Bylaw", ZBA Membership Bylaw, and the Sign Bylaw.

The CDD assisted the Conservation Commission in the review of twenty eight (28) permit applications, thirteen (13) Certificates of Compliance, and three (3) violations as well as assist them in their protection of over 100 acres of conservation land.

The CDD also assists the Highway Department in designing and securing local permits for roadway and drainage improvement projects, as may be required.

The CDD also assisted the Zoning Board of Appeals in providing input on two (2) Special Permits, three (3) variance requests and one (1) appeal. Ongoing review and monitoring of the approved North Village Comprehensive Permit is also required.

The CDD also assists the Open Space Committee in finding ways to preserve and plan for maintaining the natural resources within the Town, as required.

Respectfully submitted,
William J. Cundiff, P.E., Town Engineer



PLANNING BOARD

The Douglas Planning Board consists of seven (7) Members who are Elected by the community, two (2) Associate Members appointed by the Planning Board and the Board of Selectmen. Each Member serves a five (5) year term. Generally the Planning Board meetings are scheduled every second and fourth Tuesday of the month at 7:00pm. The meetings are held in the Community Meeting Room located at the Municipal Center. Member Mark Mungeam served until August 21, 2012 and Associate Member Michael Greco was appointed as a full Member beginning October 17, 2012.

The responsibilities of the Planning Board include municipal planning and overseeing the Subdivision Control Law, which includes ANR Plans, Preliminary Plans and Definitive Subdivision Plans.

The Planning Board is also the Special Permit Granting Authority (SPGA) for the Limited Density Residential Development Bylaw, Earth Removal Bylaw, Aquifer Protection Bylaw, Accessory Apartment Bylaw, Adult Entertainment Bylaw, Wireless Communication Bylaw, Common Driveway Bylaw and Site Plan Review.

The Planning Board reviewed the following submittals for the year 2012:

■ Accessory Apartment Special Permits:	2
■ ANR Plans:	13
■ Earth Removal Special Permits:	2
■ Site Plan Review:	3
■ Aquifer Protection Permit:	2
■ Two-Family Dwelling:	1
■ Scenic Road:	1
■ Flexible Development:	1
■ Definitive Subdivision:	1
■ Modification of a Definitive Subdivision:	3

Subdivisions being constructed: 5

■ Maple Heights Estates -	3 lots
■ Summerlyn Estates -	6 lots
■ Whitins Reservoir Estates -	12 lots
■ StoneGate Estates -	30 lots
■ Deer Crossing Estates -	30 lots

Subdivisions accepted as Public Ways:

- Brookside Estates (Brookside Drive)
- Colonial Estates (Colonial Road)
- Nature View Estates (Crescent Lane)
- Shady Knoll Estates (Downs Road, Manzi Way, Essex Street and Crescent Lane)
- Shady Knoll Estates II (Briarwood Circle)
- Smith Hill Estates (Smith Hill Way)
- Spring Meadow Estates (Pond Street, Spring Street, Towle Court)

Annual & Special Town Meeting Articles sponsored by the Planning Board:

- Water Protection Overlay District Zoning Map & Bylaw Amendment (Section 8.0) (Approved at Annual Town Meeting)
- Amendment: Zoning Board of Appeals Members from a Three (3) Member Board to a Five (5) Member Board (Section 9.2.1) (Approved at Special Town Meeting)
- Zoning Amendment to allow Trailers (Section 3.2.2) (Defeated at Special Town Meeting)

Respectfully submitted,
Ernest R. Marks, Chairman
Eben Chesebrough, Vice Chairman,
Robert Werme Jr., Derek Brown, Tracy Sharkey, Michael Zwicker, Michael Greco
Associate Member: Maureen Gallant



William Cundiff – Town Engineer, Derek Brown, Robert Werme, Ernest Marks, Eben Chesebrough, Tracy Sharkey, Michael Zwicker, and Michael Greco (L – R)



CONSERVATION COMMISSION

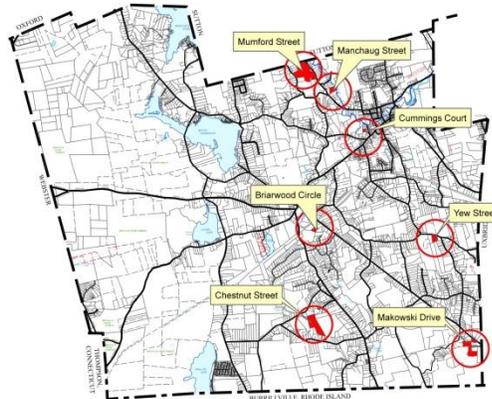
The Douglas Conservation Commission consists of seven (7) Members along with Associate Members who are appointed by the Conservation Commission. Each member serves a three (3) year term. The Conservation Commission meetings are generally scheduled at 7:00pm every first and third Monday of the Month. The meetings are held in the Community Meeting Room located in the Municipal Center. For general information regarding meeting agenda items, or specific dates, times and places you may call the office at 1-508-476-4000 x357.

The duties and responsibilities of the Conservation Commission include protecting the community's natural resources, along with controlling activities deemed to have a significant effect upon wetland values. Impacts can come from public or private water supply, groundwater, flood control, erosion control, stormwater damage prevention, water pollution control, wildlife and recreation.

The Conservation Commission has been able to protect over 100 acres of land since the year 2000 through easements, land donations and land acquisitions, and we are always interested in acquiring more. The preservation of these parcels wouldn't have been possible without the dedication and leadership of Commissioners that have served to protect Douglas's resources over the years.

The following is a list of the Conservation Parcels in the Town:

1. French Property, Makowski Drive	(20 acres)
2. Briarwood Circle Property	(4 acres)
3. Cummings Court Property	(2 acres)
4. Chestnut Street Property	(30 acres)
5. Yew Street Property	(6 acres)
• Sign posted and parking available	
6. Manchaug Street Property “ Dedicated to Marylyne Dube June 2010”	(7 acres)
• Sign posted and parking available	
7. Mumford Street Property “ Dedicated to Leon Moseczynski in April 2007”	(44 acres)
• Sign posted and parking available	



The Conservation Commission had the following submittals for 2012:

The Commission reviewed (13) Notices of Intents, (15) Requests for Determinations (RDA), (13) Request for a Certificate of Compliance and (3) Violations.

Respectfully submitted,
Linda Brown, Chairman
Tracy Sharkey, Vice Chairwoman
Brandi Van Roo, David Windoloski, David Gallant, Mike Greco, Jack Pruitte



*David Gallant, Brandi Van Roo, Linda Brown, Tracy Sharkey, Michael Greco, Jack Pruitte (L – R)
 William Cundiff – Town Engineer (on Right)*



ZONING BOARD OF APPEALS

The Douglas Zoning Board of Appeals consists of three (3) Members and two (2) Associate Members who are appointed by the Board of Selectmen. Each Member serves a three (3) year term. The Zoning Board of Appeals meetings are scheduled every first Wednesday of the month at 7:00pm. The meetings are held in the Community Meeting Room located at the Municipal Center. The Zoning Board of Appeals was created under the provisions of MGL, Chapter 40A as a necessary part of the establishment of zoning regulations in a community. Chapter 40A empowers the Board of Appeals to:

1. Hear Appeals taken from decisions of any Administrative Official or Board of the Town acting in the provisions of law;
2. Grant Variances from terms of the Zoning Bylaws; and
3. Grant Special Permits as provided by the Zoning Bylaws.

The Zoning Board of Appeals reviewed the following submittals for the year 2012:

Two (2) requests for a Special Permit
Three (3) requests for a Variance, and
One (1) Appeal

On April 18, 2012 Michael Nelson passed away. Mike was an Alternate Member since 2010 and was a integral asset to the Board and will be sadly missed. On June 26th, John Bombara was appointed the Associate Member position.

An Article was approved at the Special Town Meeting held on November 13, 2012 to increase the Members from a three (3) Member Board to a five (5) Member Board, making both Leonard Demers and John Bombara full Members of the Board. There are two Alternate Member vacancies.

Respectfully submitted,
Daniel Heney, Chairman
Pamela Holmes, Vice Chairman
Sean Holland, Leonard Demers, John Bombara



Leonard Demers, Pamela Holmes, Daniel Heney, Sean Holland, John Bombara (L – R)



OPEN SPACE

The Open Space Committee has four members and one alternate and is currently seeking new members. Our annual budget was reduced from \$500 to \$100 and was unexpended in 2012. There were no Chapter 61 properties for sale this year for us to consider for the town's first right of refusal to purchase. Our goal is to keep scenic areas, wildlife corridors, and sensitive habitat areas open or minimally impacted by development as well as to aid residents in tax saving and conservation techniques. At the end of 2012 we joined forces with the National Park Service and Bay State Trail Riders Association to procure a grant to complete and maintain the 66 mile Southern New England Trunkline Trail which is a prominent trail through Douglas. Anyone interested in conserving their property or wishing to participate with this committee working toward our goals and serving their community are welcome to attend our meetings and join our committee.

Respectfully submitted,
Sue Perkins, Chair
Katherine Anderson,
Vice Chair
Katiegrace Youngsma,
Secretary
Lisa Mosczynski, Member
Fred Fontaine, Alternate



Lisa Mosczynski, Sue Perkins, Katiegrace Youngsma, Katherine Anderson (L - R)



BUILDING FACILITIES & CONSTRUCTION COMMITTEE

The Building Facilities and Construction Committee (BFCC) is comprised of seven voting members each serving a 3-year term and one non-voting member - the Town Engineer. The BFCC is in the process of implementing the recommendations of the Building and Facilities Needs Analysis.

The BFCC has significantly progressed on the Library ADA Compliance Project. Durland-Van Voorhis of New Bedford, MA has met with the BFCC, the Library Trustees, the Library Director and the Facilities Maintenance Manager and has developed a solution for the Library ADA compliance issue. Design Development Plans are complete.

The BFCC was moving forward with Designer Selection for the Safety Complex, but the funding for this project was re-assigned. Accordingly, this project is on hold until further notice.

Upon request of the Board of Selectmen, and with the assistance of the Board of Health, the BFCC coordinated the implementation of a regional compost facility with the Town of Uxbridge. This effort is intended to be on a

trial basis to investigate the demand locally for such a facility. Permits are available in the Board of Health Office.

The Highway Department and the BFCC successfully completed repairs to the Cedar Street Bridge. MassDOT closed the bridge due to structural issues. Accordingly, the BFCC went through designer procurement and utilized CDR Maguire to perform the repair design and chapter 85 MassDOT review. The design allowed the Douglas Highway Department to perform the bridge repair work entirely in-house.

Additionally, the BFCC is currently working with the Highway Department to design a similar repair to the Hemlock Street bridge. The Design was nearly complete at the end of 2012 and will ideally have construction occur in the Summer of 2013.

Additionally, the BFCC is beginning to work on the following projects: Designer Selection for the South Street Bridge Project and ongoing assistance to the School Building Committee for the Intermediate/Elementary School Project.

The BFCC has also been designated as the “Energy Committee” and continues to provide input and assistance with municipal wind, solar and other green projects. The BFCC has worked with CDM-Smith to evaluate the feasibility of siting a Municipal Wind Turbine behind the High School. This feasibility study work is funded, in large part, through an \$85,000 grant from the Massachusetts Clean Energy Center (MassCEC).

*Respectfully submitted,
Sean Holland, Chairman*



Ed Gouin, Shirley Moscynski, Virginia Howe, Sean Holland, Matt Sargent, Linda Brown, William Cundiff – Town Engineer (L – R)



HISTORICAL COMMISSION

Conduct research to survey, document & assess community historic resources

Coordinate survey and Inventory actions with the Massachusetts Historical Commission

Promote community preservation and serve as a resource for community heritage and preservation education; develop and facilitate programs for that effort

Advise board and town officials on matters pertinent to historic resources

Meetings are held as needed; normally at 9AM on Fridays.

The Historic Commission is working towards completing an inventory of has the downtown Douglas Historic District. Sample pages of the more significant buildings and structures have been submitted and reviewed by the Mass. Historical Commission. The bulk of the work is being photographed, written out and submitted to secure this historic district.

At the annual town meeting, we requested and were granted funds (\$4,900) for hiring a professional consultant to review our submissions prior to their being sent to the MHC.

The Commission appointed Sean Aldrich as Chair of the Commission.

*Respectfully submitted,
Sean Aldrich - Chair*



Sean Aldrich, Dawn Fontaine



ECONOMIC DEVELOPMENT COMMISSION

The Douglas Economic Development Commission was established by the Douglas Town Meeting and is charged with attracting and retaining businesses and supporting quality economic development in the Town. The worst recession since the Depression had slowed development throughout the country. Nevertheless, the Town did make some progress during this year. The Town Meeting adopted the Commission's recommendation to rewrite the Town's Aquifer Protection District's By-laws. This will make possible the more intensive development of key industrial parcels while protecting the Town's water resources.

The proposed road linking industrial land in Sutton and Douglas has now been fully designed. The construction of the interior road will attract development from companies looking to locate along Route 146.

The purchase by Classic Envelope of a long vacant industrial building has now been completed and the Company is in full operation. The Selectmen and the Commission have been working to attract a community college to utilize vacant space in the building. The promise of 800-12.00 students would certainly help business activity in the Town. Classic Envelope has expanded its initial employment base including the addition of Douglas residents. The Town is currently using available space in this building for Town highway equipment.

The Commission has spent considerable time looking at surplus town buildings and land that might be sold and also returned to the tax base. The Mass Office of Business Development has recently provided funding for Blackstone Valley towns, including Douglas, to engage in regional economic development activities. The funding will provide a salary for a professional to assist with the marketing of sites in the Valley. The Commission meets on the second Monday of the month.

Respectfully submitted,
Harold R. Davis, Chairman

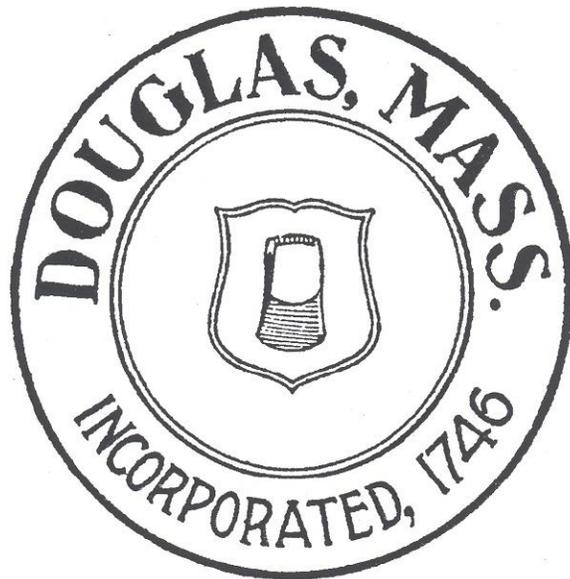


Paul Peterson, Harold Davis, Carol Gogolinski, Cliff Van Reed (L – R)



Decorate Your Ride Second Place Winner – Griffin Burgess

PUBLIC SERVICE





SIMON FAIRFIELD PUBLIC LIBRARY

Library Hours

Monday 10-5
 Tuesday 11-8
 Wednesday 10-5
 Thursday 11-8
 Saturday 9-1

Staff

Library Director	Ann D. Carlsson
Children's Librarian	Debbie Soderman
Circulation Librarian	Josh Tetreau
Library Assistants	Kathryn Malo
	Gail Bowen
Library Pages	Brian McGauley
	Tina Soderman
	Will Colonero
	Danielle Moore

Board of Trustees

Joe Biagioni*	Chair
Pete Tetreault	Vice-Chair
Ramona Lachapelle*	Treasurer
Ellie Chesebrough*	Secretary
Betty Holden*	
Barbara VanReed*	
Barbara Grimes-Smith	
Danielle Morrow	

(*denotes life member)

Honorary Life Members

Barbara Gjeltema	Retired 2011
Margaret S. Carrick	
William Baron	
Jack Sughrue	
William Wallis Jr	
David R. Manning	
Sue S. Cave	
Lilian Cencak	
Lena R. Quinn	

Circulation Statistics FY 2012

Adult Fiction	6719
Adult Non-Fiction	3029
Juvenile Picture Books	6601
Juvenile Fiction	3548
Juvenile & YA Non-Fiction	1802
Young Adult Fiction	1267
Magazines	2312
CDs	1490
Internet	870
Video Games	1587
DVDs	14,916
Passes	58
Graphic Novels	178
Audio Books	1087
e-Reader	30
Total Circulation	45,493



Ellie Chesebrough, Ramona Lachapelle, Joe Biagioni, Ann Carlsson – Library Director, Barbara Grimmes-Smith, Barbara Van Reed, Betty Holden (L-R)

The Simon Fairfield Public Library is a member of the Central Western Massachusetts Automated Resource Sharing Network (CWMARS) through which patrons have access to materials at most libraries throughout the state through inter-library loans. This can be done at home or through the library. Patrons can use their Douglas Library card at other CWMARS member libraries; they can access Databases on the Massachusetts Board of Library Commissioners Website (MBLC) and can download books onto their e-Reader through CWMARS.

Membership in CWMARS requires that the library be certified by the Massachusetts Board of Library Commissioners. Certification is achieved when the library meets an "hours open" requirement; a minimum materials expenditure requirement, a municipal appropriation requirement and employs a certified director. Should a library lose its certification, patrons lose the privilege of borrowing materials from most other libraries in the CWMARS network. The Board of Library Commissioners recognizes the difficult fiscal situation many Massachusetts towns are facing and will provide waivers of this requirement when a library does not receive a disproportionate budget cut compared to the rest of the town.

This past year, unlike the previous three years, the library did not need a waiver due to the use of memorial donations and library fines to make up the deficit in the library materials budget resulting from a level funded budget.

The library continues to see a record number of patrons and circulation activity. We decided to do a random head-count of how many people actually walked through the doors from July 25 to August 1 of 2012. We did our best to avoid counting the same people twice in that time period and we know we missed some when it got busy. Still, we counted 986 people. All of us who work here were astounded at that number. This does not include online usage.

We have an outstanding DVD collection reflecting the most current movies, documentaries and TV programs. The library purchases current and older CDs and has an ever growing collection of Video Games for the Wii, DS, XBOX 360 and Play Station 2 and 3. There is a large collection of audio books for both children and adults. Of course, we still have books and do our best to have multiple copies of the most popular titles. Thanks to memorial donations, we have the June and Edward P. Mone American Historical book collection which is truly a comprehensive and enviable collection of current and older titles, the Lena R. Quinn Large Print book collection, the Peter Coppola and Tom Keevan book funds. We circulate discount passes to area attractions such as the Roger Williams Zoo, Tower Hill Botanical Garden, Providence Children's Museum and the Mystic Aquarium. The library offers free Wireless Internet access. Patrons can borrow a lap-top for in house use or bring in their own.

The library continues to offer a strong and varied children's program. Story times are held in the Fall, Winter, Spring and Summer. On average, between 30 and 40 children attend each session which runs for 6 weeks. There are two book clubs for children: the Young Readers Club for grades 5-7 meets the second Thursday of every month. The Book Bunch is for grades 2-4 and meets the 4th Tuesday of every month. Registration is required for these and those interested can check the website calendar for times and books being read that month. The Summer Reading Program had 77 children participating in 2012. We thank and acknowledge the following local businesses for donating prizes for our Summer Reading Program participants: Harry's Famous Pizza; Douglas House of Pizza; Sandy Stopyra; G'Licious; The Little Coffee Bean; Tina Soderman; and Breezy Picnic Grounds and Waterslides. In addition, the library hosts special performers and programs throughout the year; made possible by gifts from Unibank for Savings and Beginning Years Family Network. This past year we hosted: Pumpernickel Puppets; Deb's Sing and Swing; Jay Mankita; Yetti Frankel: Haiku Poetry and Illustrated Card Workshop; Let's Go Art; and Ed the Wizard.

Adult book clubs are held twice a month: Greatest Book Club Ever is held on the first Tuesday of every month: currently working through the novels that have been made into movies and the Adult Book Club that meets on the second Tuesday of every month: titles vary and are chosen by members. This coming year, we will host a Home-Brew program and if there is enough interest, a multi-week, more in-depth class will be offered in the Spring of 2013.

The Board of Trustees continues to work on making the library handicapped accessible. Plans have been developed for an elevator shaft on the back of the building, some off-street parking and some interior renovation to bring the building up to code and to make unusable space more usable. The Board is also actively involved in raising funds to off-set the cost to the town. Currently they have raised over \$20,000. We look forward to the challenges and rewards of the coming year and all of us thank the community for their ongoing support.

Respectfully submitted;
Ann D. Carlsson, Library Director



Kathryn Malo, Debbie Soderman, Ann Carlsson, Josh Tetreau



SENIOR CENTER

Open Monday through Thursday 9-2pm

508-476-2283



The Senior Center is a place in the community where seniors can gather for support, socialization, fitness and/or other services provided for older people. Senior centers are important as many elder people live alone and don't see family members regularly. The resources and activities available at many of today's senior centers help many older people remain a vital part of their communities. The main idea behind a senior center is to provide a welcoming environment for all seniors in the community interested in taking part in the group atmosphere. The Senior Center is also a source of information and referral for seniors and their families. Many older adults and their families are

struggling to bridge the gaps between work and retirement, full independence and limited support, good health and chronic conditions. Senior Centers are instrumental in bridging those gaps

The Douglas Senior Center is committed to serving the full spectrum of seniors, from the healthy, active senior who wants to use a lifetime of skills and experience to make a difference in our community to the frail elder who requires assistance meeting the needs of daily life.

We provide access to resources for seniors and their families that enable seniors to live healthier lives and remain at home as long as possible. The Douglas Senior Center and Council on Aging strive to provide information, education, and enriching social interaction for seniors of the community. The programs that are offered are designed to meet the needs of the seniors in the community. The Senior Center provides information on a variety of senior assistance programs and seniors resources. All programs enable seniors the opportunity to access information on ways to stay health and remain active members of the community longer.

The Outreach program is a key service the Center offers. Many of our seniors are living longer than ever before. Because of this many seniors and their families need assistance and services to make remaining at home possible. The Outreach program is able to provide services and programs that are geared towards the homebound. This program allows ways for homebound seniors to remain active and part of the community, as well as provides the family with a link to elder services and care. The information and resources that we provide allow seniors and their families to obtain services that will work for them to accommodate their needs..



By working with seniors and their families, we are able to provide a connection to information that allows seniors to live longer, healthier lives. We also strive to foster a sense of community among these seniors, easing the isolation in which they live and promoting positive life choices that afford them the dignity they deserve

SCM Elder bus Elder bus Service Schedule

S.C.M. Elder bus, under contract to the Worcester Regional Transit Authority, provides transportation services to senior and disabled clients for twenty-one communities within central Massachusetts.

Please call elder bus directly at (1-800 321-0243) to make all reservations. Reservations must be made 48 business hours ahead of time.

Emergency Information: This center has created a voluntary Emergency Information Sheet. This program is designed to provide emergency personnel a better picture of who would needs, what service in a serve storm or disaster. We have learned no matter how well prepare; there may be thing's we overlook during preparation or issues that occur during extended power loss. Emergency Information sheets are at the center. We have asked **all** Seniors to take the time to fill out this sheet so we may assist you in the event that we have a natural disaster or storm. All information that was provided is kept confidential and will only be used in the event of a significant storm by center staff or emergency personnel.



Examples of Programs The Senior Center Offers:

Bi monthly Birthday parties
Blood Pressure Clinics
Bingo
Book club
Card Groups
Computer Class
Crocheting/Knitting Class
Cultural Council sponsored Music programs
Elders service Referrals
Family assistance
Fuel and Food assistance
Health and wellness programs

Insurance referrals
Legal Clinics
Lunch Club
Meals on Wheels
Osteo Stress Exercise
Outreach Assistance
Painting classes
Programs on Senior related issues
Podiatry Clinic
Tai Chi
Yoga

*Respectfully submitted,
Alyssa Graveson, Director*



*Patrice Rousseau – Outreach Coordinator, Sandy Hansen – Clerk,
Alyssa Graveson - Director*



VETERANS' SERVICE

I want to start the annual report by thanking Ken Trajanowski for his years of service as the Veterans' Services Director. Ken's dedication to the job, to the towns and to the Veterans to which he helped cannot be overlooked, again thanks Ken for all of your hard work.

The Veterans' Services Department is a mandated position in the Commonwealth of Massachusetts. Any city or town with a population of 12,000 or more is required to have a full-time Veterans' Services Officer (VSO) and the Town of Douglas is part of the Northbridge Veterans District. The primary duty is to assist veterans and their dependents in applying for state and federal veteran's benefits and assistance.

The increasing need of State Veterans Benefits (M.G.L. Chapter 115) as in recent years has increased this year. Although I continue to assist with federal VA benefits, this service has become a secondary reason for veterans' appointments at this office. Due to the volume of assistance and time needed to service all of the Chapter 115 recipients, it has also been difficult to conduct some of the outreach necessary to assist our local Veterans. The need for part-time assistance has been addressed by the Massachusetts Department of Veterans' Services and in order for the four towns in the Northbridge Veterans District to comply with standards set by the State of Massachusetts, a part-time position will hopefully be implemented in 2013.



During calendar year 2012, \$100,538.25 was paid out in assistance for Douglas veterans. That is an increase of \$36,803.46 over the previous year. This dramatic rise is a reflection of the increased need for assistance. This also includes the purchase of flags that adorn veterans' graves during Memorial Day. This office also serves the towns of Northbridge, Sutton and Uxbridge. However, the numbers above represent Douglas only.

Veterans on Social Security received a small 1.7 percent a COLA increase for 2013. Yet healthcare premiums, heating costs and other needs continue to rise. That, coupled with increased unemployment has created an increased need for assistance for our veterans who are either elderly or unemployed.

The Department of Veterans' Services (DVS) continues to reimburse 75% of authorized benefits to the town, which for the year of 2012 totaled \$75,403.87.

The Veterans' Services office is conveniently located at 875 Hill Street in Whitinsville, where veterans can be assured of private and confidential service. The telephone/fax number is 508-234-9808. As always, Veterans' Services looks forward to assisting veterans and their dependents. Please call with any veteran concerns.



*Respectfully submitted,
Ronald Tetreau
Veterans' Services Director*



MOSES WALLIS DEVISE

To the Selectmen and Residents of the Town of Douglas,

Income to the Devise consisted of interest earned on monies deposited in UniBank. These funds earned a total of \$144.53 in interest for the 2012 calendar year.

The Agent charges herself with amounts due the Devise December 31, 2012 as follows:

Devise Accounting January 1, 2012 - December 31, 2012	
UniBank Account Balance 12/31/2011	41,226.54
UniBank - Interest earned FY 2012	144.53
	0.00 41,371.07
Account Values in Devise as of December 31, 2012	
UniBank	41,371.07
Accounts Receivable	0.00
Devise Value	41,371.07
Disposition of Funds in Devise as of December 31, 2012	
Due from Accounts Receivable	0.00
UniBank For Savings	41,371.07
Amount to be kept Permanent	-27,502.43
Funds Available to Town of Douglas	13,868.64

*Respectfully Submitted,
Betty A. Therrien, Agent
Devise of Moses Wallis*





CABLE ADVISORY COMMITTEE

The Cable Advisory Committee is appointed by the Board of Selectmen to advise them on issues regarding Cable Television and to provide oversight of the Public, Educational and Government channel operations (Channels 11, 12 and 13). Channels 11 and 12 originate from the Cable Offices at Town Hall. Channel 13 programming originates at the High School and is managed by the School Department.

The Douglas Cable Advisory Committee (DCAC) records nearly all public government meetings for broadcast on Channel 12. In addition to broadcast, these meetings are available online and can be viewed at any time. During calendar year 2012, we recorded, broadcast, and posted online 236 meetings for 288 hours of video. Our total online archive through 2012 is 1256 programs and 1722 hours.

These meetings are recorded by our Cable Recording Assistants who have been trained in the use of the equipment. Our Cable Access Coordinator, Pat Aldrich, oversees these operations.

The DCAC continued to offer free Video Training Classes with great results by the students. The classes are taught by our Cable Access Coordinator. We have cameras, microphones, tripods, lights, and a laptop computer available for trained residents to borrow and use for recording and editing video for broadcast. In addition, three desktop computers are available for editing use in our office.

The DCAC encourages all interested residents to become local "producers" and submit their programs for broadcast on Channel 11.

The DCAC continues to hear from residents interested in competition with Charter, our sole Cable TV provider. We have contacted Verizon several times regarding their FiOS service. Verizon has not yet committed to providing this service in the Town of Douglas. We are eager to negotiate a contract with Verizon or any other provider to improve competition and services.



Christopher Menn, Fred Fontaine, Mitch Cohen, Atty Bill Solomon, Chuck Sherwood – PEG Consultant, Pat Aldrich – Cable Coordinator, Rober Werme (L – R)

Our funding comes entirely from Charter, via the License Agreement that allows them to operate in the Town of Douglas. Charter's current ten-year license runs through November 18, 2013. We began negotiations for renewal near in late 2012, and expect to conclude that process in early 2013. Our focus for the new license includes increased funding to support a new Public Access studio. We hope to open our new studio on the second floor of the Municipal Center in 2014.

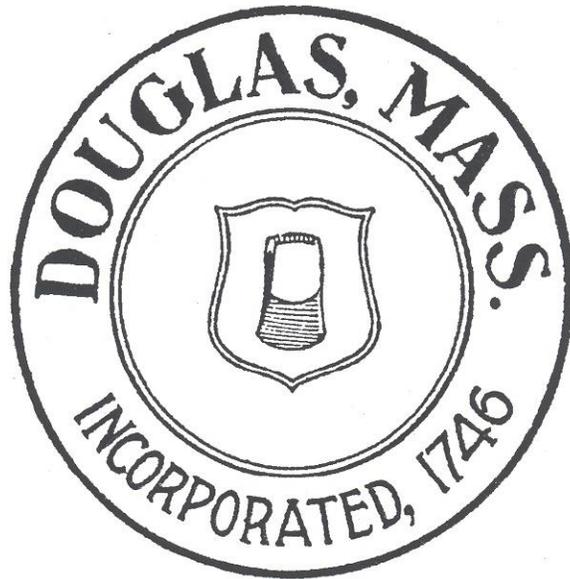
We are always open to comments and suggestions regarding the programming on Channel 11 and 12, as well as comments or complaints about the service from Charter Communications.

The Cable Committee can be reached at cable@douglasma.org or at 508-476-4000, ext. 122. Our web site is www.douglasma.org/cable and includes the government video archives, cable bulletin board information, and the signup form for our free classes.



*"Decorate Your Ride" Third Place Winner – Jessica Schiavo-Brown with
Douglas Historical Society Member Debbly Heinz*

CULTURE
&
RECREATION





RECREATION COMMISSION

This past year brought increases in demands on our facilities in a major way as we lost the use of the fields at the middle school due to the construction of the new Elementary School. At a pre construction meeting with all involved we were able to put together a schedule that has kept all sports playing with limited interruptions!

The Basketball and Soccer programs saw significant increases in numbers as Baseball and Softball numbers remained about the same.

Budgetary restraints proved to be a challenge at both maintaining fields and the basketball facilities.

As in the past years each program has held Tournaments which helps offset the cost to run each program.

Our Soccer program has started the process of building a new field at the Martin Road Park which will be a tremendous asset to there program when completed!

The Recreation Dept. would like to thank all those that have volunteered there time to give back to the programs involved.

We would also like to thank the Highway Dept for helping us maintain our facilities.

Respectfully submitted,

Bobby Saster, Chairman

John Furno, Vice, Chairman

Christine Furno, Treasurer, David Hasemann, Secretary, Joseph Cicero, Project Manager



LOCAL CULTURAL COUNCIL

“The arts are the best insurance policy a city can take on itself.”
–Woody Dumas, former Mayor of Baton Rouge

The Massachusetts Cultural Council (MCC) is the central agency distributing funds in the arts, humanities and interpretive sciences through the town’s Local Cultural Council (LCC). The Douglas Local Cultural Council is a group of volunteers appointed by the Board of Selectmen. Their mission is to distribute funds awarded from the State to people or organizations that have submitted qualified applications.

Grant applications are due to the local council by October 15 of each year. The Local council reviews the grants and votes on those they feel will add the most artist and cultural experiences throughout the community. This year the Douglas council had \$5,770 and approved 7 grants from its 26 applicants. The Committee sets a goal to select a wide assortment of entertainment and activities to satisfy all ages in the Town of Douglas. Some of this year’s recipients were The Douglas High School Chorus, The Douglas Intermediate



Elementary School trip to the Christa McAuliffe Center at Framingham State University and the Simon Fairfield Public Library.

Thank you to Shirley Downs, who left the committee this year, for her dedicated years of service to the LCC. This year we welcomed Thomas M. Devlin, Jr and Larissa Labonte to the Council. The Douglas LCC is always looking for more people to add to its roster. If you would like to be a part of this exciting group and be a part of artistic and cultural activities within our town consider joining the Douglas LCC. Applications are available from the office of the Board of Selectmen.

Respectfully submitted,
Anne M. Hackett, LCC Chair



Ellen Reber, Larissa Labonte, Anne Hackett, and Tom Devlin (L – R)



OCTOBERFEST COMMITTEE

Octoberfest 2012 has broken all previous records for participation and attendance. Just when we thought that the event could not get any better, it does. Over 10,000 visitors from all over the Blackstone Valley participated in this year's event. Every available vendor and craft space was filled and the weather was perfect for the town's signature event.

This year's success has again enabled the Committee to continue to provide a one-time college scholarship to a Douglas student. Requirements and applications are available by visiting the Octoberfest website at; www.douglasoctoberfest.org

Rides and games were at their busiest this year and they were prominently displayed on the church lawn allowing easy access by families with small children. The Huge Slide, moonwalk, train, obstacle course, and climbing wall are always a great hit with our younger citizens. New attractions and activities are being added each year to add diversity to the program.



Two full stages offered entertainment throughout the day ranging from bands, chorus, dance routines and cheerleaders. Special recognition must be given to the Douglas Cultural Council for continuing to provide grants to make some of these acts possible. The Douglas High School Band, as always, provided an outstanding performance on Main Street to close the event.

The committee would like to thank everyone who helped to make this successful year. We specifically thank all our local merchants, contractors, business offices and our sponsors who donated time, goods and services. Without these donations, the Octoberfest would not be the success it has been in the past and we hope it will continue to be in the future.

Octoberfest 2013 is being planned for Saturday, October 5, 2013. As always, we welcome any comments, suggestions, or ideas that could enhance the next Octoberfest. Anyone interested in participating can contact the committee through the town hall.



*Respectfully submitted,
Tony St. Pierre, Chair*



THE MASSACHUSETTS SENATE RESOLUTIONS

HONORING TONY AND MARY ST. PIERRE FOR THEIR LEADERSHIP IN ESTABLISHING AND MANAGING THE ANNUAL OCTOBERFEST CELEBRATION IN THE TOWN OF DOUGLAS.

WHEREAS, TONY AND MARY ST. PIERRE OF THE TOWN OF DOUGLAS HAVE ORGANIZED AND MANAGED THE ANNUAL OCTOBERFEST CELEBRATION IN THE TOWN OF DOUGLAS SINCE IT'S INCEPTION 25 YEARS AGO; AND

WHEREAS, ALONG WITH THE OCTOBERFEST STEERING COMMITTEE, TONY AND MARY ST. PIERRE HAVE DEVELOPED THIS COMMUNITY EVENT FROM A SMALL BLOCK PARTY TO AN ANNUAL STREET FESTIVAL ATTRACTING OVER 6,000 VISITORS AND 75 VENDORS INCLUDING KIDS ACTIVITIES, BOOK SALES, MUSEAUM TOURS, CULTURAL EVENTS AND MUSIC IN ORDER TO RAISE SCHOLARSHIP FUNDS FOR DESERVING DOUGLAS HIGH SCHOOL STUDENTS; AND

WHEREAS, THE OCTOBERFEST ORGANIZERS WORK THROUGHOUT THE YEAR TO BUILD AND MAINTAIN RELATIONSHIPS WITH THE COUGLAS HISTORICAL SOCIETY, SIMON FAIRFIELD PUBLIC LIBRARY AND COUNTLESS LOCAL ORGANIZATIONS AND BUSINESSES, INCLUDING THE BOY SCOUTS OF AMERICA; AND

WHEARAS, IN RECOGNITION OF THEIR EXTRAORDINARY CONTRIBUTIONS TO COMMUNITY SPIRIT AND HERITAGE, THE BLACKSTONE VALLEY HERITAGE HOMECOMING, INC. HAS SELECTED TONY AND MARY ST. PIERRE AS THE 2012 RECIPIENTS OF THE REVEREND WILLIAM BLACKSTONE AWARD; NOW THEREFOR BE IT

RESOLVED, THAT THE MASSACHUSETTS SENATE HEREBY RECOGNIZED TONY AND MARY ST. PIERRE FOR THEIR DEDICATION TO THE COMMUNITY AND COMMENDS THEM FOR THEIR EXEMPLARY LEADERSHIP IN ORGANIZING THE ANNUAL OCTOBERFEST CELEBRATION IN THE TOWN OF DOUGLAS AND FURTHER EXTENDS TO THEM ITS SINCERE BEST WISHES FOR CONTINED SUCCESS IN THE FUTURE; AND BE IT FURTHER

RESOLVED, THAT A COPY OF THESE RESOLUTIONS BE TRANSMITTED FORTHWITH TO TONY AND MARY ST. PIERRE AT THE TWENTY-FIFTH ANNUAL REVEREND WILLIAM BLACKSTONE ECUMENICAL BREAKFAST TO BE HELD ON FRIDAY, SEPTEMBER 28, 2012 IN THE TOWN OF DOUGLAS.

Signed by:

Theresa Murray – President of the Senate, William Weld – Clerk of the Senate, and Richard T Moore – Senator



SKATE PARK BUILDING COMMITTEE

The Douglas Skate Park Committee was organized in 2002 by a group of citizens who were motivated to construct a safe place for our youth to skate. Our original goals were to research site location, design, safety, fundraising and grants.

In June of 2007 the school committee granted us permission to construct the park in the lower parking lot of Intermediate School. With the support of our town officials, recreation committee and the school committee we will be begin the construction of the park April 21, 2008.

In April 2008, we installed a 50' x 90' asphalt base and a 6' fence around the skate park.

In July 2009 the Highway Department constructed and successfully installed the skate park ramps. With great joy the kids were safely skate boarding in their hometown park.

Finally, the Douglas Skate Park has remained up and running for the 2009-2012 spring/ summer and fall seasons. The youth of Douglas have a safe environment to do what they love...skateboarding!

The Douglas Skate Park Building Committee achieved its goal of having the sponsorship sign installed in March of 2013. With this final goal reached we can say with great pride that did what we set out to do 11 years ago! Great work by all!



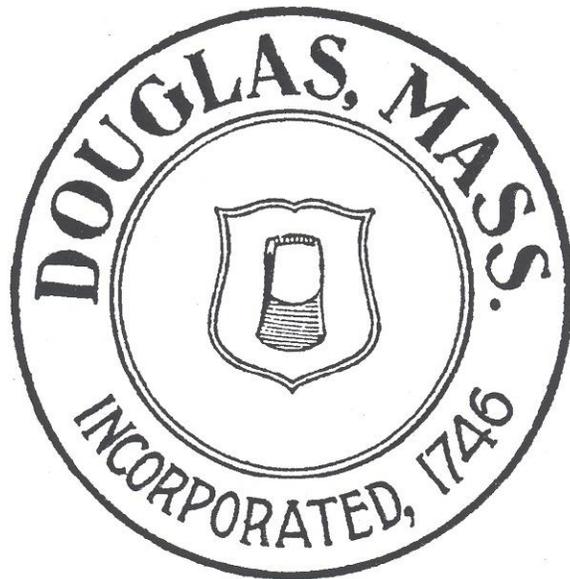
Jessica Schiavo Brown and Dayvee Gagnon

Our committee members are as follows: Co-Chairwoman-Suzanne Gagnon, Co-Chairwoman and Treasurer-Pam Mort, Secretary- Jennifer Gosselin, Andrea Cutting, Dave Cheney, Chris Cheney and Jessica Millward.

*Respectfully submitted,
Pamela Mort
Douglas Skate Park Co-chair*



SCHOOLS





SCHOOL SUPERINTENDENT

On behalf of School Committee Chairperson, Scott Yacino and School Committee members, Lori Villemaire, Michael Belleville, John Snay and Gina Muscatel, I want to express appreciation for the continued support of education by the Town of Douglas. The support of the community is so important to the continued success of our schools.

During the 2012 school year, the Administrators, teachers and all our staff, continued to work diligently to continuously improve educational outcomes for our students. As we do each year, we delineated our efforts through the District Improvement Plan, taking a close look at current status and identifying areas for growth during the 2012 school year.

During early February, the initial staging of construction began for the new Douglas Elementary School. The first endeavor was the construction of a haul road to allow the entrance of heavy equipment without disrupting school traffic. On March 31, 2012 the schools and the community celebrated the official groundbreaking for the project. Present for this event was a representative from Senator Kerry's Office, as well as the Executive Director of the Massachusetts School Building Authority, Jack O'Connor, along with Brendan Melican from the same agency. State Senator Richard Moore and Representative Kuros also were present and shared their congratulatory remarks along with the School Committee Chair Scott Yacino and Douglas Executive Administrator Michael Guzinski. The Douglas Band performed to the delight of the audience, particularly the many youngsters present to mark the momentous occasion. The actual groundbreaking was undertaken by the various dignitaries but they were joined by a representative group of kindergarten students who will be the first grade to occupy the building as second graders. These little excavators were assisted by seventh grade volunteers, Emily Lane and Katie Bullied. In all it was a festive event attended by over four hundred town residents and supporters of the project.

Throughout the spring and moving forward, construction on the Elementary School has advanced quickly with a "Topping Off" ceremony held in September of 2012. The School Building Committee continues to work diligently with the School Committee and administration to ensure a smooth and timely completion of the Elementary School as well as the repair of the Intermediate School which will re-open as the Douglas Middle School.

The timeline of the project is set as completion of the Douglas Elementary School by June 2013. The Intermediate School will close for repair in June of 2013 and re-open in February of 2014 as Douglas Middle School. The grade configuration upon project completion will be:

Grades PK, K, 1—Douglas Primary School

Grades 2-5—Douglas Elementary School

Grades 6,7,8—Douglas Middle School

Grades 9-12 Douglas High School.

During the beginning of the 2013-2014 school year, the Elementary School will house grades 4,5,6,7, to allow repairs to proceed at the Middle School. Grade three will remain at the Douglas Primary School (currently called the Elementary School) until February and Kindergarten will remain at the Early Childhood Center also until February, when all grades will be re-aligned into their correct spaces. The single exception will be grade eight which will transition to the Middle School in September of 2014. We are so appreciative to the residents of Douglas who have made this project and the new and repaired space a soon- to- be reality for our students!

The District is pleased to have completed the second year with the Massachusetts Math and Science Initiative program. The intent of this grant funded program is to increase the number of students enrolled in Advanced

Placement courses at the High School. These courses are at a college level and when paired with an acceptable score on the national test at the conclusion of the course, provide students with college credit in the subject area. Students who perform well on such courses can realize more than academic benefit by reducing their course-load and perhaps tuition at the college level. With these additional courses offered at Douglas High School which began during the 2010 school year, the District now offers Advanced Placement classes in World Language(1), English (2), Science(3) and Math(2), and History/Social Studies(2). The District also allows for virtual AP classes for students who elect to take more diverse offerings such as Latin, Music Theory, Psychology and many more subjects.

The Douglas Early Childhood Center continues to offer a high-quality preschool educational experience to our earliest learners ages 3-5. Enrollment in this program provides great benefit through building a strong foundation in early literacy skills for our youngest learners. This program has been permanently re-located into beautifully refurbished space at the Douglas Elementary (Primary) School. Over the summer a play structure was added for our youngest learners as well as two child-sized bathrooms in the pre-school classes. The Elementary School (Primary) School provided a warm welcome to the teachers and students.

Our Intermediate (Middle) School continues to excel in STEM (Science, Technology, Math, Engineering) education. Our students also continue to do well in the annual Middle School Science Fair. Two students placed at the State level and one student placed as a national Semi-Finalist. We continue to emphasize the importance of being current in this vital area of education to poise our students for future success in careers.

Douglas Elementary School welcomed their third grade colleagues to the Elementary School. The daily collaboration among staff certainly serves the continuity of practice well to the advantage of our students. Our students continue to grow as a community of learners exhibiting a strong understanding of how best to develop and maintain a safe and supportive learning program for all through the “Bucket-Filler” program. Students fill the bucket with kind words, helpful deeds and earn recognition for their support of each other. The pervasive sense of warmth present in the Elementary School originates and flourishes through the conscious efforts of those who encourage students to be aware of how they relate to each other.

The District continues to actively seek the input of all interested parties in the development of the budget. Budget presentations are made each year for the School Committee, Administrators, teachers, students, parents, senior citizens and Town officials. The wise advice and comments heard in these sessions is used in budget decision-making and development. The District continues to address enrollment at specific levels. The number of students per grade is increasing in certain grades and results in increase in class sizes. This is particularly the case at Douglas High School as the smaller graduating classes are being routinely replaced with significantly larger entering classes. The number of sections needed in specific courses to provide for this increase in enrollment requires both more staff and materials.

The 2012 School Year was an exciting and productive year for our District with a continued focus of improvement and providing the best education to each and every student enrolled in our schools. Having the opportunity to serve the students and their families in our community as Superintendent of Schools is an honor and a privilege.

Respectfully submitted,
Nancy T. Lane
Superintendent of Schools



STUDENT SUPPORT SERVICES EARLY CHILDHOOD CENTER

Dear Residence of the Town of Douglas,

It is my pleasure to submit the 2011-2012 town report for the Office of Student Support Services and the Douglas Early Childhood Center.

The Department of Student Support Services, with the support of the Administration and the School Committee, provides comprehensive services designed to meet the needs of eligible students from 3 to 22 years of age. Program offerings for students with disabilities include: integrated preschool, substantially separate services for students with severe disabilities at all levels, inclusion services for students with mild to moderate disabilities, the STARS program for students 18-22 years old, speech/language, physical, occupational and vision therapies, adaptive physical education and vocational services. In May of 2012 a new special education program called the Flex Center was started at the Douglas Intermediate Elementary School. The Flex Center is an academic environment that meets the academic, pragmatic and behavioral needs of special education students who have Individualized Educational Programs. In July of 2012, all moderate special education teachers were trained and certified in the Orton-Gillingham reading program. This program provides multi-sensory reading instruction, through direct and personal training, to increase the literacy skills of our children with various reading disabilities.

In addition, system wide services include: nursing, counseling and psychological services, guidance, services for English language learners, 504 Plan accommodations, and outreach to students who are homeless.

Our fifth Special Olympics "School Day Games" were held at Douglas High School. The event was well attended by parents, siblings, other family members, and community members. The Douglas High School marching band lent its music for the entrance of the athletes and did an outstanding job. Students and staff participated in the opening ceremonies. Our athletes participated in the games and were cheered on by their families, friends and peers. Our students received their gold medals with pride and honor. This year we were fortunate to have a photographer who volunteered his time to capture the excitement and fond memories. We appreciate the support of all of the community members, parents, and staff who made this event possible through their time and donations. Without all of them this event would not have been a success. We look forward to having another positive day for our students to participate in Special Olympics in the spring of 2013.

The Douglas Parent Advisory Council (DPAC) is a group of dedicated and active parent volunteers who offer support to parents of any child with identified or potential special needs who attends the Douglas Public Schools. All parents are welcome and encouraged to attend monthly meetings sponsored by DPAC and are eligible to participate in workshops and activities that are offered throughout the year.

During the 2011-2012 school year, several community activities were accomplished with the continued dedication of the preschool teachers and their assistants at the Early Childhood Center. Our scarecrow project was underway in the fall with the students collecting articles of clothing for the bee keeper, bride, pirate, clown, skier, and fairy. The scarecrows greeted us every day as they were lined up along the sidewalk of the Early Childhood Center and the Town Hall. Community Reading day is always well received by our students. The students enjoyed listening to stories from various members of the community and we want to thank them for their time and being a part of the event. The Early Childhood families also continue to donate gently used jackets, hats, mittens, etc. for the "Community Cares Closet" for families in need. The generosity of staff, parents and community members is appreciated. The "Snowflake Drive" was held again with parents and staff choosing snowflakes, purchasing specific gifts, and bringing the gifts back to the school wrapped and ready for delivery. The project continues to grow as more community member, parents and staff become involved.

The Early Childhood Center held its second Open House for new students turning three years old. Parents received information about the ECC explaining the process of registering their child for classes beginning in the Fall. An estimated 50 families attended the Open House and were given additional information about the program.

A School Council was formed at the Early Childhood Center. Two parents, one preschool teacher and the Director of Student Support Services meet on a monthly basis to address building needs and to make

improvements to the Student Handbook. This motivated group's mission is to make a difference in our endeavor to support and improve the education of our students.

During the summer of 2012, five Kindergarten classes joined the Early Childhood Center and the Pre-school was relocated to Douglas Elementary School. This was an exciting time for the Kindergarten teachers, as they created a friendly and educationally stimulating environment for our 105 new students. The students have acclimated well this year and have begun building an academic foundation for future years. This year the Kindergarten staff began using the Handwriting Without Tears curriculum. The Handwriting Without Tears printing programs draw from years of innovation and research to provide developmentally appropriate, multisensory tools and strategies for the classroom. Teachers also started using the Go Math curriculum by Houghton Mifflin Hartcourt. Go Math combines new teaching approaches with components that offer everything needed to address the rigors of the Common Core standards and assessments.

The Early Childhood Center has been joined by a new school nurse, Carrie Guyan. Carrie is a welcomed addition to our staff and supports the educational process by working to assure the health of the students. Next, the Kindergarten has been fortunate to have a new paraprofessional, Jennifer Lutton, join our team. Jennifer assists all five Kindergarten classrooms teachers to ensure that all students are meeting with understanding and success with the curriculum and concepts. Last, the District is pleased to announce the addition of a new physical therapist, Amy Benoit. Amy assists various children in their ability to move throughout the schools and participate in classroom activities.

We are looking forward to continuing to serve our learners, their parents and our community and would like to thank all of you for your support in assisting us to reach our goals and objectives. As always, we seek to minimize the impact of students' disabilities, move students toward independence and maximize their opportunities to fully participate in society.

Respectfully submitted:
Nealy E Koumanelis-Urquhart, M.Ed
Director of Student Support Services
Principal, Douglas Early Childhood Center



ELEMENTARY SCHOOL

Dear Residents of the Town of Douglas;

It is my pleasure to submit the 2012 annual town report for the Douglas Elementary School.

The beginning of the year brings a variety of indoor activities to the Elementary School. January finds students celebrating the life and legacy of Dr. Martin Luther King. In February we enjoyed the second annual "Open Your Heart" Dance, sponsored by the PTO. March found us celebrating a different birthday, as students commemorated the birthday of Dr. Seuss by participating in "Read Across America" Day. We were blessed to have several local dignitaries join us to read some of their favorite Dr. Seuss works.

With the enthusiastic leadership of Mr. Paul Smith, our Physical Education teacher, Douglas Elementary students participated in the "Hoops for Hearts" program sponsored by the American Heart Association. I am pleased to report that our students took first place for the third year in a row among Division 2 schools. In May of this year our second grade students participated in the annual Memorial Day program. This year several local veterans were honored as part of this program.

At the close of the 2011-2012 school year, the portable classrooms that had long served as home to the Third Grade were demolished, and a new chapter in the history of Douglas Elementary School began. While our new home was being built, and the Intermediate Elementary School was being renovated, the Third Grade returned to the Elementary School. In addition, a new, permanent home in the Elementary School was created for the Douglas Preschool program. Our Kindergarten classes departed for the Early Childhood Center, where they will remain until renovations are complete. After everyone was settled the Elementary School opened its doors on September 5th of the year to welcome a total of 440 students and 59 staff members. There were six sections of part-time Preschool, six sections of First Grade, five sections of Second Grade, and six sections of Third Grade. As the school year began we were delighted to welcome several new members to our staff. Mrs. Vicky

Peck is our new part-time Office Clerk. Mrs. Skye Bomba joins our staff as a special education teacher. Mrs. Andrea Brothers is our new Occupational Therapist. We are also fortunate to have Mrs. Cheryl Katz and Mrs. Angie Lohr join us as paraprofessionals.

Open House at the Elementary School was held on September 12th of this year. This annual event continues to be a popular way for students and siblings, parents and grandparents, to visit new classrooms, meet faculty, and learn about our wonderful school.

Working in conjunction with staff and administrators from across the District, the Elementary School has made a smooth transition to the Common Core standards adopted by the Massachusetts Department of Elementary and Secondary Education. These standards, which 37 other states have also adopted, have caused us to restructure the types and timing of topics taught in all subject areas and across all grades. One step that we took this year was to transition to an updated mathematics program, *GoMath*, published by Harcourt Houghton Mifflin. This series does an excellent job in incorporating the new Common Core standards into elementary mathematics, while also adopting a renewed emphasis on higher order thinking. The teaching staff have done an excellent job making this a smooth transition.

The Common Core standards have also led us to place new emphasis on the reading of non-fiction materials. We are very fortunate that the science curriculum we currently use effectively combines highly readable non-fiction texts with high quality hands-on learning experiences. Teachers continue to make effective use of our Storytown reading series. This program, with its extensive collection of fiction and non-fiction texts, allows our teachers to expose even our youngest students to a wide variety of reading materials.

With the return of the Third Grade to the elementary school, we find ourselves dealing once more with MCAS testing. The Third Grade team have spent a good deal of time designing a program to prepare their students for this first experience with “high stakes” standardized testing, and are confident that the hard work of students and staff will pay off with testing results that reflect the excellent education that students receive here at Douglas Elementary.

We have continued our Bucket Filler program here at the Elementary School. This program, with its’ focus on cooperative working and positive relationships, offers our elementary students a way to talk about relationships and conflict in an age-appropriate manner. One of the major themes of this program is helping others. Students and staff at the Elementary School were involved in several successful community service programs throughout the past year. Among these are events such as Food Drives in February and November, as well as the December “Snowflake” project, which support area families in need. The second grade continued its tradition of planting bulbs this past fall – and we are all looking forward to seeing the results of that effort come springtime!

Events of the past year have caused us to take a new look at school security, and with the support of Chief Foley of the Douglas Police Department, and Chief Vinson of the Douglas Fire Department, we have conducted a complete review of safety procedures here at the Elementary School. The safety of our students and staff is obviously our top priority, and we will continue to work on ensuring that all staff are educated on safety and security matters.

Over the past year, Douglas Elementary School has continued to enjoy the support of an outstanding Parent-Teacher Organization. In addition to assisting classroom staff with needed “extras”, the PTO has continued a wide variety of activities that support our mission here. It is through the PTO that we are able to offer in-school enrichment activities during the year, bringing outside presentations in for our children. Annual field trips also rely on PTO generosity. The PTO supports the Elementary School community beyond the school day, as well. This past year, for example, the PTO sponsored the annual “Trunk or Treat” day as part of the Halloween parade. Parents decorated the trunks of their cars in various Halloween themes, which students visited at the end of the parade. Additionally, staff members continue to enjoy the “Staff Appreciation” treats which “magically” appear on doors and desks each month.

We watch with a sense of amazement and gratitude as a brand new Elementary School is built to meet the needs of our students as they prepare for college and career in the twenty-first century. A great deal of time and energy has gone into the design of development of the building, and as it continues to take shape staff and students have all begun making plans for yet another wonderful step forward. Yet, even as we contemplate our future, it is a delight to reflect back on the many successes we have enjoyed here at Douglas Elementary School over the past year. This growth is a tribute to a talented staff, wonderful students and the tremendous support we receive from parents and residents of Douglas. We look forward to further success in the upcoming year.

Respectfully submitted,
John F. Campbell
Principal – Douglas Elementary School



INTERMEDIATE ELEMENTARY SCHOOL

Dear Residents of the Town of Douglas,

I am pleased to submit the 2012 annual report for the Douglas Intermediate Elementary School!

IES teachers and staff again worked hard this year to assess the performance of their students relative to national, state, and local student performance standards, and to use student assessment results to review and improve curricula, course of study, programs, and instructional practices. Major gains were made in the areas of curriculum, instruction, and assessment as the result of the Intermediate Elementary School staff collaborating with their colleagues - both school-wide and across the District - in order to benefit students and raise student achievement. For example, teachers collaborated with the Director of Curriculum to revise and align the gr. 3-7 subject-area curriculum with the Common Core standards, in accordance with the District's Textbook Adoption/Curriculum Review cycle. The Fourth Grade Team worked together with the Principal, the Dean of Students, and the Director of Curriculum to formulate a standards-based report card aligned with the new Common Core curriculum standards. This report card was piloted in the fall of 2011. MCAS Before-School Programs in Math and ELA were offered to students who needed extra academic support, and as a result, these students improved made excellent gains.

This past year was a highly productive one for us as the exciting new Douglas Public Schools building project continued to unfold! Saturday, March 31, 2012 was a day we will always remember as we celebrated our official groundbreaking ceremony, gathering as a community under snowy skies at the building project site to mark the official launch of the new Elementary and Middle School Repair Project!

Once the groundbreaking took place, many memorable "firsts" followed! One unforgettable occasion took place on Friday, Sept. 7th, when the "Topping Off Ceremony" for the new building project took place – a ceremony marking the placement of the last major piece of steel during construction. Two steel girders were painted white for the occasion and decorated with a pine tree – to celebrate that there were no injuries during the construction process – and an American flag, which is a traditional "Topping Off" symbol of good luck. Prior to the ceremony, the girders were signed by town officials, school administrators, and the construction team, as well as student representatives from Pre-K-Gr. 4. The event was attended by town officials, legislators, representatives of the MSBA (Massachusetts School Building Authority), PRIDE members (Parents and Residents Invested in Douglas Education, who played a key advocacy role for the project), representatives from the general contractor (CTA Construction Company), representatives from the project management contractor (Heery International, Inc.), representatives from the project architects (DiNisco Design), school committee members, school administrators, and school building committee members. Mitch Cohen, Chair of the Douglas School Building Committee, gave welcoming remarks, and Superintendent Nancy Lane thanked everyone in attendance, along with the Town of Douglas, for their support in bringing the project from a dream to a reality! John Junpe Jr., Director of Project Management for MSBA, also spoke. It was so nice to have Senator Richard Moore in attendance as well, as a long-time supporter and advocate for our schools! Following these brief remarks, everyone in attendance watched as the girders were silently hoisted skyward against the backdrop of a blue sky, to be put in place at the top of the structure. Our hearts took flight as we watched, celebrating together as one all that this beautiful new school will mean in the lives of Douglas students!

Honoring our veterans made for several memorable occasions this year, as students displayed their pride in their country and honored our men and women in uniform! Our first-ever Patriots' Day Assembly held on Friday, April 13th for students in grades 3-5! This assembly was planned by Mrs. Diane Woupio and Mrs. Erin Babola (prior to her going out on leave), in conjunction with the Third, Fourth, and Fifth Grade Teams! What a joy it was to hear the students' recitations and poems, and to listen to their enthusiastic and spirited singing of our favorite patriotic songs! A special "Thank You" goes out to Mrs. Woupio, Mrs. Babola, and all of the teachers on the Third, Fourth, and Fifth grade teams for their hard work in preparing the children for this tribute; to Mr. John Rheume for leading the singing; to Mr. Scott Villemaire for his assistance with the audio-visual aspects of the presentations, and of course – to our master of ceremonies extraordinaire, Mr. Robert Godbout! We were truly impressed with the quality and depth of the academic content in this assembly, as well as the range of learning on display that utilized a variety of media! A special highlight of the morning was welcoming two guest speakers and distinguished Douglas residents – SFC Ronald Tetreau and Selectman Jeffrey LaPorte. On Friday, November 9th, IES students, faculty, and staff excitedly entered our newly renovated auditorium for the first time for two Veterans Day Community Meetings, in which we paid tribute to the men and women who

have served our country. As students and staff entered the auditorium, the sound of “Wow!” and “This is beautiful!” echoed throughout the room! The warm and inviting color scheme, the gorgeous wood trim, the recessed lighting, the comfortable seating, and the “state-of-the-art” sound system were all a cause for great celebration!

Our school year opened in September 2012 with an enrollment of 533 students in grades 4-7, with 136 fourth graders, 154 fifth graders, 130 sixth graders, and 113 seventh graders. We welcomed eight new staff members to the Intermediate School in September 2012, including Mrs. Donna Taylor teaching our new Technology/Engineering classes in grade 5; Mrs. Charity Wong Kam, as our Inclusion Special Education teacher in grade 4; Ms. Cathryn Smoot as our new Speech Therapist; Mrs. Marie Hasemann as our Library Paraprofessional; two ABA paraprofessionals – Mrs. Donna Sanches and Ms. Shannon Jennings; and Ms. Elizabeth White and Ms. Britney Cullen as grade 7 inclusion paraprofessionals. At the end of October, we welcomed two new district-wide employees - Ms. Erica Smith as our new School Psychologist, and Ms. Amy Benoit as our new Physical Therapist. It was a delight to have these new faculty and staff members join our team!

On Sept. 13, 2012, we held our annual Open House in order to familiarize parents with our school faculty and curriculum. We also held a Parent Technology Training on Sept. 20th to familiarize parents with the on-line programs students would be utilizing throughout the year in order to collaborate, building critical thinking skills, develop writing skills, and explore interests. Over 40 parents attended the training! Utilizing technology effectively in the classroom continues to be a top priority, and we are excited about the new technology our students and staff will be able to enjoy as a result of the new building project! Our district-wide iPad Implementation Working Team was formed, consisting of gr. 2-8 teachers and administrators, to learn how to best incorporate iPads into classroom instruction. On Dec. 12, twelve teachers and administrators from this team attended an iPad training session in Waltham, MA, entitled, “iPad Use in the Classroom.” Team members enjoyed hearing about the latest research-based educational apps, as well as how to effectively use iPads to improve instruction.

A major focus at the IES continues to be the fostering of strong communication – among the students, staff, parents, and community – in order to meet the needs of students, share information, build community, and celebrate the many positive initiatives happening in our school that benefit students! This was accomplished in a variety of ways, including through monthly grade-level team meetings with the Principal; community meetings led by our Dean of Students, Mr. Robert Godbout; a weekly “Monday Memo” distributed to faculty and staff; a Principal’s Weekly Parent E-Mail Update sent out on-line; and monthly School Council meetings. We so appreciate Douglas parents and community members partnering with us in this effort, through service on the School Council, the PTO, and the DPAC. Their efforts make such a major difference in our students’ lives, and truly enhance their educational experience. In addition, the IES Leadership Team continued to meet to foster strong communication among grade-level teams, and to encourage a school-wide approach to raising academic achievement. The IES Crisis Team was also formed to assist with planning and implementation for safety drills. We truly appreciated our faculty members volunteering their time after the end of the school day to participate on these teams! Our Community Mentoring program, supervised by our IES Adjustment Counselor, Mrs. Kristen O’Brien, has continued to be helpful in bringing community members into the school, and fostering a spirit of cooperation and teamwork between the school and community. Finally, it was a pleasure to again participate in the NELMS Scholar-Leader Banquet, held at the DCU Center in Worcester, MA. We congratulate our 2012 NELMS Scholar-Leaders from grade seven – Rachel Dixson and Taylor Lyford! This ceremony, held in Marlborough, MA on May 23rd, not only recognized two of our outstanding students, along with 90 deserving students from 45 Massachusetts schools, but also served as a communications vehicle to celebrate high expectations, and to spotlight academic achievement!

Considering that safety is always our top priority at the IES, we truly appreciate our collaboration with the Douglas Police Department and Douglas Fire Department in keeping our students and staff safe! These dedicated first responders provide support and assistance to us in so many different ways. The S.A.F.E. graduation for grade 3 students was held on the afternoon of May 29th in the IES auditorium! This ceremony marked the completion of the 2011-12 S.A.F.E. program, conducted by the Douglas Fire Department, promoting fire safety. We appreciated Senator Richard T. Moore, Douglas Fire Chief Kent Vinson, and members of the Douglas Fire Department, including Mr. Justin McCallum, for joining us for this special ceremony. We also thank the members of the Third Grade Team – Mrs. Eleanor Auger, Ms. Michelle Babigian, Ms. Amy Baldyga, Mrs. Kathy Gauthier, Mrs. Danielle Hippert, Mrs. Kathy Jost, and Ms. Melissa Molvar, as well as paraprofessionals Mrs. Leslie Jeznach and Ms. Jessica Jane for their efforts in working with the Douglas Fire Department to plan and conduct this special event!

Promoting a kind and caring atmosphere through service to the community continued to be a top priority at the IES this year, as we sought to provide opportunities for our students to be good friends, peers, and role models for others. In November, we collaborated with the Elementary School to conduct the Annual Food Drive, which brought in many non-perishable food items for the St. Denis food pantry. The IES Student Council and Student Ambassadors, along with the IES Adjustment Counselor, spearheaded the Third Annual Holiday Snowflake Drive in December 2012, designed to provide holiday gifts for needy families in the area. A total of \$2,075 was collected from IES students, faculty, staff, parents, and administrators, and many beautiful gifts were donated as well. We truly appreciate this amazing outpouring of generosity! Our Student Council and Student Ambassadors once again supported the work of all of our students at the IES and the Elementary School who made snowflakes for the children of Newtown, CT, following the tragic school shooting there just prior to the holidays. Promoting disciplinary consistency and uniformity utilizing a positive approach, by means of our Positive Behavioral Intervention Supports (PBIS) program, continued to be a major priority. The “On the Bus” program, in which students were selected randomly from all who had received Tiger Paws for a special reward once/month – was a special treat. Students whose names were drawn enjoyed a 30-minute time period to socialize and play games with other students.

We’re especially proud of our students who go above and beyond in serving their community, and a special ceremony honoring two students was indeed memorable this year! On Thursday, March 15th, two IES students - sixth grader Josie Garland and seventh grader Delaney Krasner – were among the 100 middle school students from across Massachusetts honored with the *Make a Difference Award* at the John F. Kennedy Presidential Library and Museum, in recognition of the volunteer work students performed in their communities! The JFK Library’s *Make a Difference Award* is given to students for outstanding contributions they have made to their school neighborhood, town, or the global community. “President Kennedy believed that every person can make a difference and each of us should try,” said Library Director Tom Putnam. “These students are an inspiring example of JFK’s timeless call to service.” Josie was nominated by her art teacher, Ms. Kristen Sacco, for her exemplary leadership in completing an IES Art Club project in which students created holiday cards for the elderly in Douglas and surrounding communities. Delaney was nominated by Student Council advisors Mrs. Kathleen Hayes and Ms. Megan Towle, for her giving of her time and compassion to the many dogs in need of homes at “Dog Orphans,” a rescue shelter in Douglas. At the ceremony, each student received a personalized certificate recognizing their work on the project for which they were nominated.

During the course of the year, our students in the Intensive Learning Center enjoyed a visit from members of Alternatives, Unlimited, Inc. On March 15th, students of Mrs. Errion McGrath and Mrs. Jenni McGee worked together with the Alternatives representatives on creating cornhusk dolls, thus wrapping up a nine-day Native American unit. We appreciated this community organization collaborating with us in this effort!

Thanks to the hard work and dedication of our Math-a-Thon coordinator, Mrs. Jessica Findlay, and the generosity of Team IES, we again made a positive difference in the lives of children suffering from cancer! It was exciting to once again participate in our annual Math-a-Thon program. Math-a-Thon proceeds benefit St. Jude’s Children’s Hospital, located in Memphis, TN, where approximately 5,700 children battling cancer are treated each year. No child is ever denied care because of a family’s inability to pay for treatment. Over the past 5 years, our students in grades 3-5 have worked together to raise \$32, 877.63 to help the children of St. Jude’s; over \$18,000 in the past two years alone! St. Jude’s has used donations like these to help children from each of the 50 states, and has actually successfully treated 58 children from Massachusetts in just the past few years that we have been participating. In fact, donations collected over the past two years have paid for chemotherapy for three children from the Worcester area. At a special assembly held on April 5th, students in grades 3-5 received permission slips, and all students who returned them received a Tiger Paw, which was entered into a raffle drawing for a special prize. They also were given a FunBook, filled with math problems at their grade level. Students completed as many math problems as possible, while also collecting donations of any amount. Students were asked to return their completed sponsor envelopes by Friday, April 13th. Once the envelope was returned, each student received a “Golden Ticket,” valid for a free ice cream cup at lunch! We appreciated the support of the IES PTO, who funded the ice cream purchase. At the conclusion of Math-a-Thon 2012, we were so proud to announce that we had raised a grand total of \$9,577 to help children in need! We truly appreciated the generosity of Team IES and supporting this worthwhile program, as it celebrates kindness, caring, and support – three qualities we highly value as a community, while also helping our students sharpen their math skills and enjoy math!

During 2012, the students and staff at the IES made a renewed commitment to promoting college and career readiness, with a particular emphasis on preparedness for STEM careers! This commitment aligned with our national priority to improve America’s STEM education, as it is widely acknowledged that STEM professionals play a key role in spearheading our nation’s innovation and competitiveness by generating new ideas, new companies and new industries. However, U.S. businesses frequently voice concerns that both the supply and

availability of STEM workers are now in short supply. Growth in STEM jobs is expanding rapidly, and we must prepare our students for these jobs, as STEM workers will play an increasingly key role in the sustained growth and stability of the U.S. economy.

In alignment with that priority, the 6th and 7th grade classes worked hard on their science projects that were presented at the 2nd Annual Douglas Intermediate Elementary School Science and Engineering Fair! The fair was held on April 12, 2012 from 5:00-7:00 p.m., and provided an excellent opportunity for students to meet STEM career professionals, and to discuss their work in a supportive and nurturing environment. The 2nd Annual Eighth Grade Science and Engineering Fair was held at Douglas High School on Thursday, April 5th, from 5:00-7:00 p.m. Our goal in conducting the fairs was for all of our students in grades 6-8 to enjoy learning about science, and to encourage them to consider further study and/or a career in Science, Technology, Engineering, and Math (STEM)! Our students worked hard very hard throughout the year exploring “real world” science and engineering discovery through hands-on experience, studying a topic of particular interest to them. Topics chosen were as varied as the students’ interests themselves! The best projects helped students learn something new; demonstrated creativity; and provided answers to common scientific questions. In order to complete their project, students utilized the scientific method, engaging in the process of asking questions and discovering answers. We are confident that as a result of participating, our students have strengthened important 21st century skills necessary for success in college and the workplace, such as reading, writing, research, oral presentation skills, communication, teamwork, and project design.

It was so much fun to see the expressions of pride on the students’ faces on the night of the fair as they described their projects! They all did a terrific job. A big “Thank You” to Mrs. Rachel Usher and Mrs. Karen Cristian for all of their work in overseeing and preparing for the fair; to our colleague and Science vertical team chair, Mrs. Kelly Graveson, who collaborated in planning for both the 6/7th grade fair and the 8th grade fair; to Mrs. Cindy Socha for her assistance with our thank-you notes and treats for the judges; to the IES faculty members who helped out on the night of the fair, including Mrs. Maria Creedon, Mrs. Ellen Reber, Ms. Sharon Fogarty, Mrs. Kathleen Hayes, Ms. Megan Towle, and Mrs. Heather Simmons, as well as to students Ms. Nicole Reber, Ms. Katie Reber, and Ms. Morgan Greenberg; to Mrs. Cheri Osterman for her assistance with the program and with making so many other arrangements; to Mrs. Lisa Leon and the Cafeteria Staff for preparing the judges’ refreshments; to Mr. Jeff Kollett, Mr. Steve Picotte, and the entire Custodial Staff for all of their help with setup and takedown; and to the Sokol Club and St. Denis for use of their tables! We also wish to say a special “Thank You” to our 42 judges for all of their help, including our IES faculty and staff members who served as judges – Mrs. Susan Chupka, Mrs. Donna Taylor, Mrs. Elaine Loehmann, Ms. Lauren O’Hearne, Mrs. Melanie Brundage, Ms. Nicole Gardner, and Mrs. Susan Nichols. In addition, we thank other parents and STEM professionals who judged the projects, including: Mr. Andrew Whitney, Mr. Brian Straub, Ms. Cindy Nichols, Ms. Cynthia Leveille-Webster, Mr. David Chupka, Mr. David Daubney, Mr. Doug McCabe, Mr. Eddie Reber, Mr. Erik Smith, Mr. Jim McGrath, Mr. Jon Loehmann, Ms. Karen Thorson, Mrs. Kathleen Whitney, Mrs. Kathy Guertin, Mrs. Katie Gilrein, Ms. Kelly Stickney, Ms. Keri Drake, Mr. MacDonald Andrews, Ms. Nancy Lane, Mr. Phil Smith, Ms. Rebecca Perry, Mr. Mark Perry, Mr. Robert Mateer, Ms. Sara Edick, Ms. Karin Spahl, and Ms. Therese Blake. We also want to thank the following WPI students who served as judges: Mr. Robert Patrick Dabrowski, Ms. Haley Andrews, Mr. Jake Aschettino, Mr. Jared Narbold, Mr. Kevin Woods, Mr. Lee Keaffer, Mr. Pete Chambers, Mr. Ryan Crook, and Mr. TJ Liguori. A special “Thank You” goes out to Project Director of the Gelfand Family Charitable Trust, Ms. Kimberly Kamborian, for all of her support! We truly appreciate the GEMS grant making our Science Fairs possible! We also want to thank Ms. Karin Spahl, Science Coordinator, UMass Medical School Regional Science Resource Center, for conducting our judge orientation session prior to the start of both science fairs!

As a result of our local fair, 22 students from gr. 6-8 went on to compete in the Regional Fair at WPI on May 2nd – a wonderful experience they will always remember! Students from grade 6 and 7 who competed at Regionals were: Gr. 7: Olivia Ouellette, Rebecca Rokne, Emily Lane, Kylie Blake, and Taylor Lyford; and Gr. 6: Alec Goldenberg, Sean Flanagan, Jared Marston, and Sarah Calkins, and Josie Garland. As a result of Regional fair judging, 7th graders Emily Lane and Rebecca Rokne earned a 2nd Place award for their projects! Eighth grader Troy Lombardi earned an Honorable Mention Award, and Benjamin Boisvert earned a 3rd Place Award.

Emily Lane, Rebecca Rokne, Kylie Blake, Benjamin Boisvert, and Troy Lombardi all went on to compete at the state level at the Massachusetts Middle School Science and Engineering Fair held at Worcester Technical High School on Saturday, June 2nd. It was so exciting to hear - at the conclusion of the state competition – that 7th grader Emily Lane had won a “Second Place” award and 8th grader Benjamin Boisvert had been given a “Third Place” award! Emily Lane and Rebecca Rokne were both eligible to then compete at the national level, entering the Broadcom MASTERS[®] competition. The Broadcom[®] MASTERS[®] (Math, Applied Science, Technology, and Engineering for Rising Stars) is the national science, technology, engineering, and

math competition for U.S. 6th, 7th, and 8th graders. It is a program of the Society for Science & the Public that is meant to inspire and encourage young scientists, engineers and innovators. Middle school students are nominated to compete in the Broadcom MASTERS by SSP-affiliated science fairs held during the school year. Nominees enter the competition by completing an application explaining their science project and demonstrating their use of STEM principles - science, technology, engineering and math - in the development and presentation of their project. Students from all over the country enter this competition, and from these entrants, 300 semifinalists are selected, including 30 finalists.

Subsequently, our excitement soared when Emily Lane was named a 2012 Broadcom Masters Semi-finalist for her 7th grade Science project, entitled "Peel Power"! **This is the first time that a Douglas student has earned a national award for a project entered in the Douglas Middle School Science Fair!** Only 300 semifinalists were selected from 6,000 nominees across the U.S. As a result of being named a national semi-finalist, Emily was awarded a gift card from Wal-Mart, and her teacher, Mrs. Rachel Usher, received a Sally Ride Career book set and \$250 gift card for Elmer's merchandise, as well as a shipment of free Project and Presentation supplies! In addition to earning this national ranking, Emily also was designated as a Second Place Award winner at the Massachusetts State Science and Engineering Fair held in Worcester last June. Congratulations to Emily on this outstanding achievement, and to her teacher, Mrs. Rachel Usher, as well!

In addition to our science fairs, we also planned for the first time a 7th grade Career Day on April 27th, in order to promote college and career readiness, and to highlight career opportunities in the STEM fields. The speakers at Career Day were all different, but they all shared a common message: *Education is Key to Success!* Six speakers from area Blackstone Valley businesses and institutions came to share information about their careers, what a typical day on the job is like for them, what they appreciated most about their work, the major challenges they faced, and the educational requirements needed to enter their particular occupational field. After enjoying coffee and pastries, our speakers were escorted to their classrooms by our 7th grade Student Council representatives, who did a wonderful job serving as hosts for the morning! Career Day then got underway, with homeroom groups rotating from one classroom to the next so everyone could hear all six of our speakers. Our students listened intently throughout the morning and asked excellent questions! Students were also surveyed at the conclusion of the morning so that we would have the benefit of their feedback in planning for next year. The six speakers represented the "Top Six" career fields identified by our students as being of most interest to them, based upon a survey they were given, prior to the day. Our goal in conducting Career Day 2012 was to align with the new Common Core curriculum standards that emphasize College and Career Readiness, and to expose students to a variety of career options as they prepare for high school, college, and the workplace. The reality of our global economy is that every school must prepare every student for postsecondary learning, either in the workplace, in college, in the military, or in technical institutes. Thanks to wonderful support and assistance from Ms. Susan Gately, Executive Director of the Blackstone Valley Education Foundation, and Ms. Julie Salmon, the Foundation's Program Coordinator, our 7th graders enjoyed hearing the following speakers: Mr. Dave Glispin, Owner/CEO of Sunshine Sign; Ms. Brenna Ruchala, Program & Event Coordinator at the Blackstone Valley Chamber of Commerce; Ms. Karen McDermott, Massachusetts State Police Criminologist; Ms. Jocelyn Frieswick, Senior Project Manager, Genzyme Corporation; Ms. Betsey Brewer, Founder/CEO – Earth's Ltd. at the Southwick's Zoo; and Ms. Nicole Croteau, Director of Nursing at Beaumont Rehabilitation & Skilled Nursing Center. We appreciated the help of Mr. Jonathan Waggenheim, DHS Science Teacher, in planning this event in conjunction with his administrative licensure program, as well as the assistance of Mrs. Kristen O'Brien, IES Adjustment Counselor; Mrs. Susan Nichols, IES Librarian; and the IES Student Council with advisors Mrs. Kathleen Hayes and Ms. Megan Towle in hosting this event!

STEM-related curriculum initiatives held at the IES also promoted college and career readiness. On Wednesday, March 7th, IES fifth graders celebrated World Math Day 2012! World Math Day is an event in which teachers across the globe devoted their curriculum for the day to teaching and celebrating math! Mrs. Jessica Findlay's math students participated in two "hands on, minds on" activities as part of World Math Day. Each activity took roughly two class periods to complete, so the students completed a different portion in the other fifth grade classes, rotating through the classrooms of Mrs. Shannon Bronzo, Mrs. Donna Taylor, Ms. Lauren O'Hearne, and Mrs. Faye Manyak. The students learned interesting facts about rocket history and construction. They even got to see and hold an authentic shuttle tile from NASA! They then constructed a wind-powered straw rocket. Students could engineer any components to add to the rocket with the intention of optimizing it for distance traveled. Each student then conducted 12 test flights from the hallway "launch pad" and recorded their data. The data was then analyzed, as students calculated the minimum, maximum, range, mean, median, and mode for the distances that were traveled. Finally, each student displayed their results on a line plot and shared conclusions with their peers. We thank Mrs. Findlay and the other fifth grade teachers for all of their hard work and dedication in planning and teaching this special grade-wide full-day experience!

Overall, great strides have been made in the Douglas Public Schools in recent years in promoting STEM preparedness. Our middle school science fairs – in which students have earned local, regional, state, and now national awards, represent a major achievement! The exemplary “Space Week: Protecting Our Place in Space” interdisciplinary unit conducted in grades 6-8 last from May 21-25th – the first of its kind in the nation – was another outstanding example of the power of the interdisciplinary approach in exploring a curriculum-based STEM topic in-depth. It was especially gratifying to see three of our STEM teachers – Mrs. Rachel Usher (Gr. 7 Science Teacher), Mrs. Karen Cristian (Gr. 6 Science Teacher), and Mrs. Kelly Graveson (Gr. 8 Science Teacher/Pre-K-12 Science Vertical Team Chair) were selected as recipients of the “Promising Practices – Exemplar in Curriculum Award” for their exemplary “Space Week: Protecting Our Place in Space” curriculum! They were honored at a breakfast at the Asa Waters Mansion in Millbury, MA, on May 25, 2012, along with other teachers and administrators from across the Blackstone Valley. We truly appreciate the efforts of these teachers, assisted by the Sixth, Seventh, and Eighth Grade Teams - for creating, planning, and supervising this special week, as well as the strong support from our corporate and educational partners, including the Blackstone Valley Education Foundation who provided grant funding to write the curriculum; NASA; WPI; Raytheon; the Gelfand Endeavor in Massachusetts Schools (GEMS); and the Regional Science Resource Center of UMass Medical School! Highlights of this coming week included special guest presentations on Thursday, May 24th, about the dangers of space debris by Dr. David Wright, Senior Scientist and Co-Director of the Global Security Program at the Union of Concerned Scientists; and a presentation on NASA by Mr. Sam Ortega, NASA’s Centennial Challenge Program Manager, on Friday, May 25th, as well as a wide variety of classroom lessons and activities conducted by our Science teachers and the Sixth, Seventh, and Eighth Grade Teams, assisted by Mr. MacDonald Andrews, Senior Raytheon Engineer and Douglas resident!

“Space Week” was officially “launched” on May 18th, with a special presentation conducted by Mr. MacDonald Andrews, Raytheon Senior Engineer, for Mrs. Rachel Usher’s 7th grade Science classes! Mr. Andrews spoke to the students about Satellite Communications. He began his presentation by explaining to students what engineers do, and shared with them a project he is working on at Raytheon involving satellite ground terminals, which send or receive data from orbiting satellites. As students entered the room, a musical selection from *The Who* was playing on the radio. This sparked a discussion about satellite communication, which Mr. Andrews referred to as “radio stars.” From Sputnik to the International Space Station - which is the size of a football field orbiting the Earth - the students gained an understanding of the history, uses and physics behind satellites. They even related the principles of physics to some of their favorite rides at Canobie Lake Park, such as the Turkish Twist. Students were highly engaged and asked excellent questions as they investigated the demo equipment Mr. Andrews brought to share with the students. Some students were so excited that they chose to miss recess so they could continue to play with the demos! They are all one step closer to becoming engineers. This was truly an amazing way to start our 1st annual Space Week! *Thank you, Mrs. Usher and Mr. Andrews!* Several of our Sixth Grade students stayed after school to work with Mrs. Karen Cristian and Mr. MacDonald Andrews to build Estes rockets that they launched with great fanfare and excitement during “Space Week” on Thursday, May 24th! Thank you, Mrs. Cristian and Mr. Andrews, for making this exciting opportunity possible for our students! At the conclusion of “Space Week,” students wrote letters to their legislators, expressing their concern about the need to protect the outer space environment from the dangers of orbital space debris. We were so excited to learn that over the summer, students received personalized letters back from Representative Richard Neal, Senator Richard Moore, and Senator Scott Brown! This was truly an example of students taking the knowledge they learned in school and applying it to a real-life situation – while also taking a stand on an issue of great importance to both their communities and society as a whole, and expressing their views to their legislators!

A new STEM venture this year has been the formation of the Douglas Public Schools STEM Integration Team! Members of this team are Mrs. Kelly Graveson, DHS Science Teacher and Science Vertical Team Chair; Mrs. Rachel Usher, Grade 7 Science Teacher; Mrs. Jessica Findlay, Grade 6 Math Teacher; Mrs. Kathy Gauthier, Grade 3 Teacher; Mrs. Stephanie King, Kindergarten Teacher; Mrs. Cindy Socha, Director of Curriculum/Math Department Chair; and Mrs. Beverly Bachelder, IES Principal. The creation of this team was made possible through an outreach effort by Worcester Polytechnic Institute (WPI), and we are so excited to be selected to partner with this outstanding institution of higher learning right here in our area! Douglas was selected by WPI to be one of three districts – along with Quabog and Leominster – to collaborate this year in working with the STEM Education Center staff at WPI to begin a year-long process of evaluating STEM ventures in our districts and communities, developing and conducting a STEM needs assessment, exploring funding opportunities for STEM initiatives, and designing a district-wide comprehensive STEM Integration Plan. Thus far, we have created a STEM vision and goals; and we are considering ways to promote the growth and implementation of integrated STEM initiatives across all grade levels – with a particular focus this year on grades 6-8. We thank our friends and partners at WPI – as well as personnel from the newly created WPI STEM Integration Center – for making this exciting program possible for area school districts!

This past summer, the Douglas STEM Integration team participated in two days of professional development at WPI, led by Dr. Mia Dubosarsky, Director of Professional Development at the STEM Education Center at WPI; as well as Ms. Martha Cyr, the Center's Executive Director, and Ms. Katherine Elmes, Assistant Director of the Center. While there, they attended a panel discussion about collaborations between school districts and businesses, with the following distinguished panelists sharing their experience and vision for collaborating: Steve Vintner, Site and Engineering Director for Google, Cambridge; Francis Saba, CEO of Milford Regional Medical Center, Milford; John Kennedy, R&D Lab Manager, Metso Automation, Shrewsbury; and Rick Caponi, Senior Project Engineer at Lampin Corp., Uxbridge. A valuable component of hearing the panel presentations was to see the range of opportunities for available collaboration.

During "STEM Month" in October in grades 6-8, also funded by a grant from the Blackstone Valley Education Foundation, students became familiar with career opportunities in the highly-sought-after engineering fields, while also learning to think like engineers, utilizing the engineering design process. In celebration of "STEM Day" in grade 7 on October 26th, our 7th graders enjoyed a special guest presentation from Mr. Stephen O'Connell, Principal Civil Engineer with Andrews Survey and Engineering, Inc., an Uxbridge firm. Mr. O'Connell spoke about his career as a civil engineer, and what his work entails, particularly in the area of land development and transportation. He also described his work with the large solar project off Route 16 in Douglas. In conjunction with "STEM Month," our 7th graders participated in two NASA web conferences – one that focused on STEM careers at NASA, and the other that centered on solar energy, including NASA's plans to set up a solar farm in space in order to harness solar energy and beam it to Earth.

Our fifth graders had a wonderful time participating in STEM Day on Friday, April 27th, celebrating Science, Technology Engineering, and Math! The day served as an excellent learning experience, prior to the May Math and Science MCAS testing. Each of the fifth grade classrooms hosted a different hands-on learning experience which focused on the MA Curriculum Frameworks in the areas of Science, Technology, Engineering, and/or Mathematics. In Mrs. Shannon Bronzo's room, Mr. MacDonald Andrews, Douglas resident and Raytheon Senior Principal Electrical Engineer, conducted Science presentations throughout the day, focusing on Electricity and Magnetism. Students got to participate in interactive demonstrations highlighting the buildup and movement of electrons using a Van de Graaff generator. Furthermore, they were able to utilize and apply their knowledge of static and current electricity to explain the phenomena of the generator. Mr. Andrews also discussed Engineering careers and tips for success in school. The students were provided booklets on Electricity and Magnetism as well. In Ms. Lauren O'Hearne's room, students examined the structure and function of plants up close. After diagramming an actual flowering plant, students labeled each plant part necessary for plant protection, growth, food production and reproduction. Students then identified and matched the functions for each plant structure. Mrs. Donna Taylor's students participated in a lab identifying rocks. Students were presented with six different rock samples, and were required to note specific characteristics. This activity marked the first lesson for the unit on the rock cycle. After completing the lab, students will discuss how their samples represent Igneous, Sedimentary, or Metamorphic rock. We thank Mrs. Jessica Findlay, Grade 5 Math teacher; and Mrs. Shannon Bronzo, Gr. 5 Science teacher, for planning this special day in collaboration with the other Fifth Grade Team members!

In addition to exemplary STEM-based curriculum initiatives, it was also gratifying to see individual students and teachers honored for their excellent work in STEM! This year, sixth grader Hannah Clayborne was named a scholarship winner in the Raytheon MathMovesU Award Program! This program is an innovative initiative designed to engage middle school students in math by illustrating the connection between math, their passions and interests and careers in science and engineering. Winner received a \$1,000 scholarship, with a matching amount also being given to the student's school! We appreciate Mrs. Tracey Zuliani encouraging and supporting Hannah, and we congratulate Hannah on this outstanding accomplishment!

It was also exciting to learn over the summer that Mrs. Jessica Findlay, Grade 6 Science Teacher, was named a 2012 Finalist for the 2012 Presidential Awards for Excellence in Math and Science Teaching! Mrs. Findlay was one of only three Elementary-level Math finalists and 3 Science finalists in Massachusetts! In June 2013, one Math and one Science national awardee will be announced. In addition, Mrs. Findlay will be honored next June, along with the other finalists, at a special ceremony to be held at the State House in Boston. We congratulate Mrs. Findlay on this exemplary honor, and wish her the best of luck in the national PAEMST competition!

The Blackstone Valley Education Foundation and the Tufts/Cummings School of Veterinary Medicine hosted the Fifth Annual STEMKids Conference on Saturday, October 20th, at the Tuft/Cummings campus in North Grafton, MA. Eight 7th graders and eight 8th graders from Douglas attended this conference that was developed to expose students to exciting career opportunities in STEM fields! Two Douglas teachers, Mrs. Kelly Graveson and Mrs. Jessica Findlay, conducted a workshop at this highly-regarded event.

Excitement filled the air at the IES on Dec. 5th, when it was “Lights, Camera, and Action” time in Mrs. Rachel Usher’s Science Lab! Ms. Stacy Neal Kershaw, video producer for the Massachusetts State Science & Engineering Fair (MSSEF), was accompanied by Ms. Carrie Schluter, Public Relations Specialist for the MSSEF, as well as a production crew, who came to Douglas to interview and videotape three of our students who excelled in the middle school science fairs over the past two years! The students were interviewed for a video being produced by the MSSEF to promote the benefits of science fair participation. Ms. Schluter said that Douglas was selected for the video - along with the MA Academy of Math and Science in Worcester, the Advanced Math and Science Academy in Marlboro, and a school in East Boston – because of our enthusiasm for science fair participation and our outstanding teachers and students! We are so proud of our students’ success in state, regional, and national science fair competition in the space of only two short years! The three students interviewed were eighth graders Emily Lane, Kylie Blake, and Rebecca Rokne – who excelled not only in our local school science fairs, but also at the local, regional, and national levels during their sixth and seventh grade years, under the supervision of Mrs. Karen Cristian, grade 6 Science Teacher, and Mrs. Rachel Usher, grade 7 Science teacher. Mrs. Kelly Graveson, grade 8 Science Teacher/Science Vertical Team Chair, was also interviewed for the video, along with Mrs. Beverly Bachelder, who both offered their perspectives on the benefits of science fair participation. In addition, Mrs. Jessica Findlay, Gr. 6 Math Teacher, offered her encouragement and support throughout the taping process! We were so proud of Emily, Kylie, and Rebecca, who were articulate, professional, and poised throughout the videotaping process! The video is scheduled to be completed in February, and will be posted on the MSSEF website. It was truly an honor to be selected by the MSSEF for this promotional video, and participating in it was a fun and exciting learning experience for all of us!

In addition to learning that took place in the classroom this year, our students enjoyed going on a variety of fun and educational field trips, made possible by support from the IES PTO! Third graders enjoyed a trip to the Douglas Fire Station on May 21st. We appreciated the Douglas Fire Department hosting our students. Third graders also enjoyed a trip to the Roger Williams Zoo in Providence, RI, on Thursday, June 7th. Fourth graders traveled to the Tsongas Industrial History Center in Lowell, MA on May 25th, and on Oct. 26th (two different classes), where they learned about the American Industrial Revolution through interdisciplinary activities. Students learned about history by weaving, working on an assembly line, role-playing immigrants, voting in a town meeting, and becoming inventors. Students learned about Science as they used the engineering design process, manipulated simple machines, created canal systems and test water wheels, measured water quality, traced the flow of groundwater pollution, and discovered river cleanup techniques. Fifth graders visited the MA Audobon Society Broad Meadow Brook Wildlife Sanctuary in Worcester, MA on May 29th; sixth graders visited the EcoTarium in Worcester, MA on June 7th; and seventh graders went to the Hanover Theatre in Worcester, MA, to see “A Christmas Carol,” and also went to the Christa McAuliffe Space Center in Framingham, MA, as part of “Space Week.”

Last fall, it was exciting to learn that the Douglas Public Schools were selected to participate in the 2013 MIT Women’s Initiative. Two female student presenters from MIT will be speaking to our students about careers in the Technology/Engineering fields, with the ultimate purpose being to excite girls about pursuing careers in these fields that have been typically underserved by female students. Presentations by STEM professionals from EMC, Intel, and the New England Institute of Technology also were arranged for our male students to hear, with all presentations scheduled for January 2013.

Extending STEM awareness in the area of environmental stewardship and care is another initiative undertaken this year at the IES! For the first time, we joined the Green Schools Initiative, and now have two student representatives – one from the IES and one from the high school. In fact, Douglas was well-represented at the annual Green School Kick-Off Event, held on Nov. 18th, from 2-4 p.m. at Mansfield High School in Mansfield, MA! The event was designed to introduce participating schools, students, and communities to Green Schools, an award-winning non-profit organization committed to environmental education and action, with a particular focus on helping schools create green and sustainable school environments. We are very excited to now have the opportunity to learn more about engaging environmental education programs and projects for our students and schools! Congratulations to eighth grader Delaney Krasner and seventh grader Trevor Mungeam, who were nominated and selected to be our Green Ambassadors! The Ambassadors are required to do 20 hours of environmental service, and to integrate and promote environmental education and awareness throughout their schools and communities! Mrs. Rachel Usher, 7th grade Science teacher, attended this event along with Trevor and Delaney; and their parents, Mrs. Leslie Breault (Trevor’s mother), and Mr. Jay Krasner (Delaney’s father). Mrs. Usher said that they all enjoyed the day very much, and brought back helpful information from a variety of Green Schools sponsors and supporters who have unique environmental education programs and resources for schools that we could potentially utilize!

A special event highlight was the welcoming address from Green Schools Executive Director, Robin Organ. Green Schools President Sean Sullivan and State Representative Jay Barrows were also in attendance, along with the Green Schools ' staff and board of directors. Also featured were presentations by the Student Officers, the Board & Advisory Board of Directors, the Manchester Essex Regional School District, and Grace Your School – an organization that supports students, teachers, and parents with learning activities designed to enhance the well-being of students and the communities of which they are a part.

On Friday, March 2, our sixth graders enjoyed the opportunity to spend their science class with a volunteer from the DIGITS Project, Ms. Elaine McCann. DIGITS is a STEM educational program that pairs STEM professionals who work in STEM-based companies to increase students' interest in math and science subjects/careers. In the DIGITS program, students participated in classroom activities designed to inform them about the various types of STEM careers, while also encouraging them to think about what all STEM careers have in common. Ms. McCann shared her personal story and professional and educational experiences with science, engineering, math, and technology. She described her experiences working at EMC as a User Experience Architect, working with product teams to make EMC software easier to use. We appreciate Mrs. Karen Cristian collaborating with the DIGITS Project to make this visit possible.

In addition to STEM curriculum initiatives, teaching our children to value our historical and geographical heritage was also an important part of their curriculum this year. For the second year in a row, our sixth graders participated in the Geography Bee, under the direction of Ms. Megan Towle, grade 6 Geography teacher. On Friday, May 25th, our third graders made history come alive with their "Noon at the Museum" project! Students conducted biographical research on famous historical figures – both past and present – who were born in Massachusetts. The project culminated in the creation of a special exhibit, in which students created tri-folds about their selected personage, and dressed in costume to make this person come to life! As they impersonated their biographical person, they answered questions about his/her life and career. We appreciate the Third Grade Team providing this fun and motivational culminating event that helped our students learn more about their heritage!

The arts continued to play a key role in our students' education, and we take great pride in the accomplishments of our students! The IES Winter Concert was enjoyed on Dec. 11th at 7 p.m. in the newly renovated auditorium! The concert featured performances by the band, chorus, and junior auxiliary groups. Last winter, the IES enjoyed its first-ever "IES Winter Art Show," featuring our talented artists, on Jan. 25th. It was exciting to learn that two of our students, Olivia Brunetti and Morgan Mooney, won Honorable Mention in the Boston Globe Art Award competition! The 6th Annual Art in the Valley student art exhibition was held on April 6^{-7th}, from 7-9 p.m. at the Elmwood Street Elementary School in Millbury, MA! The event began with a reception, and included greetings, tributes, and light refreshments. Art teachers of gr. K-8 students in the Blackstone Valley were invited to submit 15 pieces of art representing outstanding student work. The purpose of Art in the Valley is to provide a regional venue for presentation of gr. K-8 student work from schools within the Blackstone Valley, both public and private, and was once again generously funded by the Sunshine Sign Company and the Blackstone Valley Chamber of Commerce Education Foundation. Congratulations to our IES students displaying artwork at Art in the Valley! They included: Gr. 3 – Ryan Masoud and Krista Helstrom; Gr. 4 – Alisa Guertin, Grace Bertone, and Jocelyn Erickson; Gr. 5 – Aaron King, Devin Haire, Anthony Rossi, and Sara Finnegan; Gr. 6 – Nicole Murphy and Hannah Rochon; and Gr. 7 – Madeline Peck, Taylor Lyford, Erik Martus, and Allicyn Cole. We appreciated Ms. Kristen Sacco, IES Art teacher, collaborating with Mrs. Andrea Merrill, Douglas Elementary School Art teacher, and other Art teachers throughout the Blackstone Valley in making this wonderful opportunity available to our students! The IES Spring Art Show was held on May 30th, and celebrated our students' creativity! The evening also featured performances by the IES Jazz Band, under the direction of Mr. John Rheume. The IES Spring Concert was held on Tuesday, June 5th, with performances again highlighting the Band, the Jazz Band, the Gr. 3-5 Chorus, the Gr. 6-7 chorus, and the Select Chorus! The Jr. Auxiliary groups also performed, displaying their teamwork and skill with baton, rifle, and flag. We thank our directors, Mr. Gery Elliott and Mr. John Rheume; Ms. Kris Gray, J. Auxiliary Director; Mrs. Carol Manning, Band Auxiliary Director; and the Douglas Band Boosters for making this special evening of music possible!

The Douglas Intermediate Elementary School Select Chorus and Band traveled to Westfield State College to perform at the Great East Festival on Friday, May 25th. Both groups performed exceptionally well and earned a gold medal rating! After the performances, the students went to Six Flags New England to enjoy a fun day of roller coasters, thrill rides, and games. Not only did our amazing musicians have a great time, they represented our school as well as the entire town of Douglas very well. Congratulations to the Band and Select Chorus, and thank you to Mr. Gery Elliott, Band Director, and Mr. John Rheume, Chorus Director, for making this memorable opportunity possible for our students!

The development of curriculum initiatives designed to raise student achievement, while also enriching the curriculum through after-school and assembly programming, continued to be a top priority. Assemblies were held at the IES, including a presentation on autism by “The Children’s Network” of Northboro, sponsored by the DPAC. We were also pleased to continue to be able to offer more by way of extra-curricular options, including a second successful year of Running Club, a 2nd-year Chess Club pilot, an Art Club, a French Club, and a Spanish Club. In addition, we continued to offer a highly successful LEGO Robotics program, and Planet Protectors (recycling), as well as Boys’ and Girls’ Basketball and Middle School Cheerleading. A Homework Club is offered to students in grades 6 and 7 after school for students needing extra assistance. A FAST Athletics after-school program was also successfully piloted for students in gr. 3-5.

Nov. 17th was a memorable day as our two IES FIRST LEGO Robotics teams competed at the LEGO Robotics competition at Blackstone Valley Tech in Upton! Our students went up against over 60 other teams from the Blackstone Valley area, and won two Third Place awards – one for their outstanding Research Project, and another for Strategy and Innovation! The FIRST LEGO League (FLL) is a robotics program that excites 9-14-year-old students about science and technology. Each year, FLL teams undertake a “Challenge,” based upon a current, “real-world” issue. Under the direction of our coaches, Mrs. Jessica Findlay and Mrs. Shannon Bronzo, our LEGO students conducted research in order to solve a real problem based upon the theme of the “Challenge,” which changes from year to year. Students then conducted and presented their research and solutions, working as a team to build an autonomous robot utilizing engineering concepts they had learned. The benefits of participating on the FIRST LEGO Robotics team are numerous and long-lasting! For example, students are challenged to think like engineers and scientists while also having fun through participating in an enjoyable, “hands-on” learning experience! Students also learn to experiment and overcome obstacles. Their self-esteem and self-confidence grows, and they ultimately are inspired to participate in science and technology, going forward!

Twenty IES students in grades 5-7 competed on two teams: Team 1 – Tigers Care Team - Gabrielle Muscatell, Jacob Yanis, Dominic Corso, Nicholas Lyford, Daniella Damasio, Jacob Stevens, Ian Mazzarella, Isabel Briggs, Connor Simoneau, and Renee Maciejewski. Tigers Help Team - Aaron King, Erickson Gagnon, Erika Peterson, Jameson Gannon, Laurel Schultheiss, Samuel Morin, Garrett Grann, Connor Brown, Leo Gualtieri, and Abigail Graveson.

Finally, the before-school MCAS program was offered in both the spring and the fall, designed to provide extra assistance to students needing additional help in order to be successful on the MCAS exams.

As the 2011-12 school year drew to a close, special activities truly promoted a sense of achievement and celebrated the conclusion of a successful year! Our students enjoyed several such events at the conclusion of the 2011-12 school year! The seventh graders took “a trip down memory lane” as they enjoyed viewing a special slide show created by Ms. Sharon Fogarty that recapped highlights of their year! The show included baby pictures of the teachers, which the students especially enjoyed! The Intensive Learning Center staff, under the direction of Mrs. Errion McGrath, held a delicious lunch for students and families, followed by a slideshow presentation entitled, “A Year to Remember!”

On Monday, June 11th, the Gr. 3-5 Lip Sync and Field Day took place! A special “Thank You” to our Student Ambassador Advisors – Ms. Michelle Babigian, Mrs. Erin Babola (out on leave) – assisted by Mrs. Diane Woupio, and Mrs. Robyn Martinsen, as well as the entire Third, Fourth, and Fifth Grade Teams. We also thank Mr. Larry Pierce for conducting the field day games, and Mr. Allan Woupio for providing the music, as well as Mr. John Rheume, Mr. Scott Villemaire, and Mr. Steve Picotte for all of their help in setting up. A special “Thank You” to our fantastic parent volunteers as well, for all of their help! We also appreciated our hardworking volunteers, and say a special “Thank You” to Mrs. Johna Peloquin for all of her efforts in coordinating the volunteers and helping out in so many different ways! Parent volunteers were: Mrs. Peloquin, Mrs. Pastor, Mrs. Peck, Mrs. Psuik, Mrs. Loehr, Mrs. Gualtieri, Mrs. Dame, Mrs. Heintz, Mrs. Auger, Mrs. DeFalco, Mrs. Burns, Mrs. LaFortune, Mrs. Bonin, and Mrs. Chapman.

Our 7th graders had a wonderful afternoon on Tuesday, June 12th. After enjoying the “Step-Up” day program at Douglas High School, they enjoyed a memorable Yearbook Signing/Ice Cream Party, sponsored by the **IES PTO**. The PTO purchased Tigers T-shirts for the 7th graders, and the students had fun signing their classmates’ shirts. The PTO also provided delicious ice cream for the students to enjoy. We thank the PTO, and the parents who helped out with the party, for sending our 7th graders off in fine style!

The final community meeting/awards ceremony was held for grades 6/7 on Tuesday, June 12th. It was a festive morning! Mrs. Sharon Fogarty and several of her 7th grade students shared their children’s books that they had created; they were beautiful! Mr. Godbout also did a presentation in which he conveyed “words of wisdom” from the book by Serge Bloch entitled, *Reach for the Stars and Other Advice for Life’s Journey*. The chorus

sang under the direction of Mr. John Rheaume, and the band performed several numbers directed by Mr. Gery Elliott. The band was joined by Mr. Godbout on the French horn, Mr. Rheaume on the saxophone, and Mrs. Bachelder on the clarinet. They thoroughly enjoyed this “trip down memory lane,” taking them back to when they were band students, too! The highlight of the morning was the presentation of awards to so many of our deserving students! We thank our Sixth and Seventh Grade Teams, Mr. Elliott, Mr. Rheaume, and Mr. Villemaire for all of their help in making it a morning to remember! Special congratulations were given to Erik Martus & Emily Lane – our 7th Grade Top Student Achievers, as well as to Alec Goldenberg & Jordan Perry – our 6th Grade Top Student Achievers!

As we reflect upon 2012 at Douglas Intermediate Elementary School, we look back upon our many accomplishments with pride, while looking forward to the coming year as we continually strive for excellence. As always, our goal remains the same: to provide the best possible education for the children of Douglas.

Respectfully submitted,

Beverly Bachelder

Douglas Intermediate Elementary School Principal



HIGH SCHOOL

We are very pleased to report that Douglas High School has had a very positive and productive 2012. Our faculty, guidance department, and administrative personnel are united in our mission to provide our students with a safe, supportive learning environment in which students may achieve academic success and personal growth. Most importantly, we continually strive to make decisions in the best interests of our students. We are mission-driven, student-centered, and always seeking to improve.

Students and staff alike continue to enjoy the beautiful building that we are so fortunate to have at DHS. It is such a pleasure to show new students, visitors, and community members around the school, listening to their enthusiastic comments not only about our building, but also about the culture and climate of our school community.

We continue to be focused on both our mission, as well as our Core Values. We remain student centered and continuously looking to improve the academic and social experience for all of our students.

Throughout the past year, we have continued our focus on implementing school improvement initiatives that provide all students with the opportunity to enroll in academic courses that are rigorous, challenging and engaging while also being focused on raising student achievement. First among these initiatives for 2012 was the continued expansion of our Advanced Placement level course offerings in an effort to further challenge our students. We feel that this goal has been achieved as all academic departments are able to offer our students courses offered in both college preparatory, honors and Advanced Placement levels. Our participation in the Massachusetts Math and Science Initiative grant program has afforded our staff the opportunity to participate in many professional development opportunities as well as the opportunity to work collaboratively with fellow educators from the Blackstone Valley on topics such as instruction, assessment and curriculum development. Since the start of this initiative, DHS has expanded its Advanced Placement offerings to include; AP Statistics, Calculus, Physics, Biology and Chemistry. In 2012, we offered AP Environmental Science which is being instructed by John Waggenheim. More than twenty students signed up for this course. We continue to utilize “AP Potential,” a software program that informs our decisions about which AP-level offerings would best suit our students based on their PSAT scores and interests.

In November, DHS was notified by the College Board that it had been selected as an Advanced Placement Honor Roll recipient for “Expanding Opportunities and Improving Performance for AP Students”. Of 130 AP exams taken in 2012, 81 of these exams received qualifying scores of 3 or greater. There were 17 students recognized as AP Scholars from DHS in 2012. The overall average test score for these 11 students was a 3.74. There were six more students recognized as AP Scholars in 2012 than in 2011. This total is even more impressive given that there were seven fewer AP exams taken in 2012 than in 2011. Ten of these 17 students were recognized as Advanced Placement Scholars. These students received grades of “3” or higher on 3 AP

exams. Congratulations are extended to Jake Daly, Paul Gildea, Mikaela Green, Amanda Maguire, Christopher Masterson, Abigail Norberg, Emma Piwowarski, Zachary Roper, Timothy Schroeder and Nicole Sullivan. One of these 17 students; Julia Archambault; was recognized as an Advanced Placement Scholar with Honors. Julia received an average of 4.50 on all AP exams taken, and scores of “3” or higher on 4 or more AP exams. Congratulation goes out to Julia for this outstanding academic achievement. Six students; Ellen Gerardi, Connor King, Elizabeth Maguire, Reed Miller, Ross Mungeam and Kimberly Sysopha; were recognized as Advanced Placement Scholars with Distinction. These students received an average score of 3.5 on all AP exams taken, and scores of “3” or higher on 5 or more AP exams. Congratulations are also extended to these six students. This is just an outstanding achievement.

The 2012 graduating class meet the recent changes in graduation requirements which included an additional math and science requirements in an effort to better prepare students for success in college. In keeping with our mission statement and in an effort to provide our students with opportunities to meet their civil and social responsibilities, students are also required to complete additional community service hours throughout their high school career.

Other curricular improvements have also been implemented at DHS to raise student achievement. District-wide vertical teams continue to conduct subject-area curricula and syllabi review and revision, updating, and organization in an effort to make them as authentic and valuable to teachers and students as possible. All curricula continue to be posted on our faculty drive and course syllabi are posted on our website. In addition, each academic department has a curriculum brochure to help students and their parents understand not only departmental offerings and requirements, but key benchmark skills and overall concepts and they are updated on a yearly basis. The school-wide rubric that was approved five years ago to assess student with the mastering the expectations for student learning, continues to be incorporated into our report card. A standard essay rubric, a math/ELA open-response question rubric, an oral presentation rubric, and a research paper rubric have also been implemented for school-wide use. The program of studies now incorporates the expectations for student learning and has been revised and updated to reflect current curriculum initiatives. In addition, the Math and English departments have revised their curricula and prepared course outlines and benchmarks for all courses offered. These departments have begun the process of aligning their course with the “Common Core” standards. A formal cycle of practice MCAS tests was also given to students prior to the actual exams, and MCAS English and math skills classes were again offered for students who needed additional help. We are confident that these initiatives will result in higher test scores.

The senior project had another successful year, with all seniors passing the requirement and many exceeding expectations. We remain committed to the senior project requirement serving to build connections with the town of Douglas, and help enhance the lives of its residents. As a result of this commitment to the senior project, we implemented some adjustments to the project to ensure it will remain a valuable learning experience for our seniors. In 2012, the Senior Project was designated as a one-credit course that would be completed by all seniors during either the first or second semester. Linked to the Senior Project was a one-credit Senior Physical Education course that is offered on the opposite semester as the senior students Project. This one- credit course is also a graduation requirement.

An indicator of Douglas High School’s regard within the Blackstone Valley is reflected in the fact that school choice enrollment again increased while choice out decreased. This year, our enrollment totaled 598 students.

One of our top priorities at Douglas High School continues to be strengthening relationships between the school and the town of Douglas. Clear, regular communication with parents and community members is essential; to that end, we have begun to post our weekly bulletins as well as our monthly newsletter on the school’s web page. During the school year, the administration has also posted to those parents/guardians enrolled in its email blast, bi-monthly updates on events held, as well as those upcoming events at DHS. We continue to also post notices on our website and on the local cable television station. We seek to work closely and cooperatively with the Douglas Police Department and the Douglas Fire Department to ensure that our students are safe and secure while in school. To this end, the Douglas Police Department and the Douglas School Department participate under a Memorandum of Understanding.

Encouraging students to make a commitment of time and energy to better their community not only provides help for those who are in need, but also strengthens school/community relationships in the process. The community service requirement for graduating seniors and National Honor Society members illustrates this commitment. Twenty-two students were inducted this year with twenty-one juniors and one senior joining the National Honor Society – C.W. Holmes Chapter—in October. They joined the existing seniors to bring the total membership to twenty-nine members of the DHS National Honor Society. Mr. David Vilandre is the faculty advisor to this group.

Guidance Department January 2013

We herewith submit the Annual Report of the Guidance Department for the Douglas High School servicing grades 8 through 12.

The High School Guidance Department consists of one Director of Guidance who serves as head of the department and is responsible for grades 9, 10, 11 and 12 last names beginning with A-K and is AP and PSAT testing coordinator, and co-coordinator of the School to Career program, one counselor responsible for students with last names beginning with L-Z in grades 8, 9, 10, 11 and 12 and co-coordinator of the School to Career program, SAT testing coordinator, and has shared responsibility of MCAS testing prep, one adjustment counselor/school psychologist/counselor who is directly responsible for 8th grade school counseling last names beginning with A-K, school adjustment counseling for grades 8-12 and school psychologist for grades 8-12. The guidance staff also serves as Chapter 504 coordinators for students on their caseload and they attend all special education team meetings. All the members of the staff are members of the Student Assistance Team and the newly formed Student Intervention Team. The total enrollment for the 2011-2012 school year for grades 8-12 serviced by this staff totaled approximately 596.

The breakdown for the guidance personnel was as follows:

Director of Guidance: Genie Stack serves as director and services all grades as head of the department, overseeing all programs and services offered. Serves as guidance counselor for students with names beginning with A-K in grades 9-12 meeting with all students individually or in guidance seminars to cover topics such as grades and credits, review results of their PSAT's, present information on SAT and ACT dates and preparation, course selections and future plans. Planned and held College Admissions Panel evening for juniors and their families with admissions counselors from nine area colleges, College Financing Night with a representative from MEFA and a Transition to High School evening meeting for all 8th grade parents. Advised students during meetings about college and career searches and assisted with college applications, transcripts, letters of recommendation, etc. Mrs. Stack is the coordinator for PSAT testing for all of the students in the 10th grade and for some students in the 11th grade. She serves as the AP testing coordinator. This year the department coordinated a new course selections process and the publication of the Program of Studies, Teacher Recommendations through IPass, and course sign-ups for all grades. Mrs. Stack assisted with establishing the school master schedule for staff and students. She supervised the budgeting process and ordering of guidance materials. Updated the information contained in the school profile. Served as Chairman for the district wide Guidance Vertical Curriculum Team. Created and distributed a comprehensive Scholarship Booklet for all seniors which is also available on the guidance website. Assisted with the School to Career Program including internships for seniors through the work study program and assisting with Job Shadow Day placements, attended monthly meetings through the Blackstone Valley Chamber of Commerce Educational Foundation. She continued a link with Student Paths publications and the English department for students to receive career and college information. The newly formed Student Intervention Team consisting of guidance, administration and the nurse is a referral team for students in crisis or in need of social/emotional assistance requiring coordination of mentors and is chaired by Mrs. Stack. Mrs. Stack also coordinated the College Freshman Return Day in January. She coordinated a trip to the Worcester College Fair in April for all juniors and assisted with coordinating the National Longitudinal Study for students asked to participate. Mrs. Stack serves as Peer Leadership Co-advisor, coordinating activities with student members including the 12 Days of Christmas food drive and contest, the Coats for Kids fundraiser in conjunction with the local Rotary Club and the Senior Citizen's Annual Breakfast in conjunction with the music department and cafeteria staff.

Guidance Counselor: Jill Carpenter served as a full time guidance counselor to service all students with names beginning with L-Z in 8, 9, 10, 11 and 12th grade meeting with all students individually and in groups. Planned and taught guidance seminars consisting of sessions with 8th, 9th, 10th and 11th graders by coordinating scheduled times with the Health department and English and History departments. Met with 8th, 9th, 10th, 11th and 12th graders individually and in groups to review grades, credits, PSAT results and discuss college and career plans. Coordinated programs for the School to Career program in conjunction with the director including Job Shadow Day for juniors held in March, a Career Panel held for sophomores and attended monthly meetings with other members of the Blackstone Valley Chamber of Commerce Education Foundation. Mrs. Carpenter coordinated the Advisor/Advisee program, establishing groups of students and advisors, curriculum and times to meet monthly. She selected representatives to attend the Hugh O'Brien Youth Leadership seminar. Mrs. Carpenter scheduled students and staff for all MCAS testing and retesting and is the coordinator for ISSP and EPP plans for students in need of remediation. She also coordinated our 5th annual College Fair in October and served as co-coordinator of Peer Leaders and coordinator of SAT testing. Mrs. Carpenter is also assisting with the

application process to Blackstone Valley Tech and with the Center for Talented Youth Program through John Hopkins.

Adjustment Counselor/School Psychologist/8th Grade Counselor: Jessica Hurley worked with students through individual and group counseling sessions addressing their special needs and concerns as school adjustment counselor for grades 8 – 12. She also serves as school psychologist conducting all psychological testing and attending all special education team meetings to report the results of these tests. She is also an 8th grade counselor meeting with 8th graders last names A-K during guidance seminar and on an individual basis as necessary to discuss grades, career choices, etc. Mrs. Hurley also completed The Signs of Suicide training with 9th graders including information on depression, managing grief and loss and the importance of support networks. The Student Assistance Team is chaired by Mrs. Hurley and consists of staff members seeking ways to assist students in need who are referred for various academic, social and emotional reasons. Mrs. Hurley is the coordinator of the Center for Talented Youth program through John Hopkins in which she determines eligibility through MCAS scores and holds a parent informational meeting including application procedures, etc. Lastly, she coordinates the lengthy application and interview process for our 8th graders interested in Blackstone Valley Regional Technical High School.

The 2012 senior class graduated 109 students. Ninety percent went on to higher education with 70% attending four year institutions and 20% going on to two year or technical institutions, 10% were entering the military, the work force or were undecided about their future plans.

This year's seniors at Douglas High School are required to have 122 credits to graduate. Credits must come from required core courses in the following areas: English – 20 credits, math – 20 credits, science – 15 credits, social sciences – 20 credits, computers – 5 credits, physical education/health – 11 credits, and senior project – 1 credit. The remaining 30 credits required for graduation are accumulated from a diversified list of both core courses, VHS courses and elective courses that meet the student's needs, interests and future educational plans. Students who complete the required courses and proper elective courses in a successful manner will meet the entrance requirements for many four-year colleges, two-year colleges and technical and training schools after graduation.

The minimum passing grade remains at 65. Students must carry six academic courses or the equivalent, plus physical education and health in freshman and sophomore year. Seniors must complete a PE semester course and a senior project as part of their graduation requirements and have passed all of the MCAS tests required.

Students planning to attend four-year colleges and universities are informed of the minimum requirements to be considered for admission. The recommended minimum grade to meet the requirements established by many four-year colleges, including our state colleges and universities is 85 or a 3.0 on the 4.0 scale. Students are advised to take as many college preparatory courses as possible including Honors and Advanced Placement classes. They are encouraged to register for and take the PSAT and then the SAT I test, the ACT test and in some cases the SAT II tests.

Students in the 8th, 9th and 10th grades are required to take part in the MCAS testing program. Students requiring assistance in math, science or English are given the opportunity to take part in MCAS remedial classes after school to strengthen their skills in these areas. Students who score in the Advanced or Proficient areas of English Language Arts and Math on the 10th grade test and are in the top 25% of students in the district earned the John and Abigail Adams Scholarship. This year we have 23 students who received the scholarship that can be used toward free tuition at most public universities or colleges in Massachusetts. Some students also qualified for the Koplik Certificate of Mastery Scholarship which can also be used toward free tuition at any public university or college in Massachusetts.

Students in the 8th grade who score in an Advanced area of the MCAS qualify to become part of the Johns Hopkins University Center of Talented Youth Program. They are allowed to take the SAT's as 8th graders and many score high enough to be recognized by the CTY program and are invited to forums and programs designed for the talented and gifted student. Last year, 37 students scored in the Advanced sections of the MCAS and were eligible for the program.

Students in our 8th grade are given the opportunity to meet with representatives from Blackstone Valley Tech Regional High School. Interested students are then taken on a tour of the school. Students and parents receive information and assistance with the application and interview process from Mrs. Hurley and Mrs. Carpenter.

All students in the 10th grade and those who take the PSAT in 11th grade have access to and are taught to access a computer program connected to Collegeboard called Quickstart. This allows our students the

opportunity to study for the SAT, research careers, and colleges. Sophomores are also taught to access the Your Plan for the Future website sponsored by the state and MEFA where students are shown how to take a career interest inventory related to their personality, create a resume and to research careers and colleges. Then, in 10th grade, they must create a comprehensive career project which they share with their classmates during guidance seminar in conjunction with the Health Department.

The following is a list of programs or services our department provided for the students at Douglas High School and their parents or guardians:

- ❖ Individual and group counseling
- ❖ Career and college preparation
- ❖ Produced a copy of a comprehensive Scholarship Booklet for all seniors
- ❖ Crisis assessment and intervention
- ❖ Coordinated a Student Assistance Team (SAT) to review referrals and provide intervention programs for students and/or parents
- ❖ Coordinated the newly formed Student Intervention Team to review referrals for students in need of services mostly for social/emotional issues and arrange for mentors as needed
- ❖ Parental support service
- ❖ Provide lists of outside referrals for counseling agencies upon request
- ❖ Contacts with community agencies
- ❖ Signs of Suicide training for 9th graders
- ❖ Linkages with parents and community businesses
- ❖ Continued collaboration with the Blackstone Valley Chamber of Commerce Education Foundation School to Career Program
- ❖ Job Shadow Day for juniors
- ❖ Provide a Career Panel of local professionals for sophomores
- ❖ Assistance to students in regard to course selections
- ❖ Assistance for students in the following testing programs: PSAT's, SAT's, ACT's, John Hopkins Center for Talented Youth program
- ❖ Selected student representatives for the Hugh O'Brien Youth Leadership program
- ❖ Assisted in the selection of the Bausch and Lomb Science/Math winner, the Rensselaer Polytechnic Institute Award as well as other select awards and programs
- ❖ Assisted with the Blackstone Valley Tech application process and interviews
- ❖ Provided College Admissions Panel night for juniors and families with local college admissions counselors relaying information about applications to colleges, financial aid and general college admissions information
- ❖ Updated school profile
- ❖ Coordinated the Advisor/Advisee Program
- ❖ Coordinated AP testing program
- ❖ Scheduled college representatives to come and speak to students
- ❖ Scheduled the Armed Service representatives
- ❖ Provided information on college fairs and encouraged students to attend
- ❖ Conducted field trip to Worcester College Fair
- ❖ Conducted guidance seminar for grades 8-12 addressing study skills, career and college research, personal, social and academic assistance, etc.
- ❖ Scheduled students and staff and collated all MCAS materials by filling out all appropriate paperwork, organizing materials and packaging testing materials for return
- ❖ Scheduled students and staff for all MCAS retesting
- ❖ Supervised intern from Assumption College
- ❖ Coordinated student testing for the National Longitudinal Study
- ❖ Coordinated information regarding the Koplik Certificate of Mastery program through the Dept. of Ed.
- ❖ Assisted students with application process for the Title I Robert J. Watson Memorial Scholarship and the Christian A Herter Memorial Scholarship program
- ❖ Coordinated local senior scholarship committee
- ❖ Attended the fall CollegeBoard Workshop for counselors
- ❖ Attended the fall and spring MASCA workshops
- ❖ Attended all Special Education Team meetings
- ❖ Continued linkage with Student Paths career and college information
- ❖ Peer Leadership/SADD Co-Advisor/Coordinators
- ❖ Coordinated College Freshman Return Day
- ❖ Coordinated Douglas High School's College Fair
- ❖ Continued linkage with Grafton Job Corp

- ❖ Coordinated SAT testing
- ❖ Coordinated district wide Vertical Guidance Curriculum Team Meetings
- ❖ Held a Transitioning to High School informational meeting for parents
- ❖ Continued Your Plan for the Future, a web based program for which we were recognized as one of the top schools for this new state initiative!!

Above all, the Guidance Department tries to provide the necessary services for students and parents through meetings, phone calls and programs that will enable our students to have a successful and rewarding experience at Douglas High School. We also provide the tools necessary to navigate decisions regarding life after high school through career and college information and preparation. Our department works closely with the teaching staff and administration towards these goals. We continue to look for ways to reach out to our community and improve our department and ourselves. We remain committed to reaching for excellence in the Douglas High School Guidance Department.

Town Government Week:

This past April, DHS celebrated Town Government Week. The program introduced high school students to the functions of local government, and the role and responsibilities of public officials in particular. DHS Seniors, within their social studies classes studied local municipal government history, structure, and their role as informed, engaged citizens and future leaders. We greatly appreciated the many community members who came to DHS to speak and participate in the town government fair. Major highlights of the fair were watching students trying on a full firefighter's suit with gear, along with local town officials and committees aiding students with their Scavenger Hunt. We thank the Douglas Selectmen's office along with the DHS History Department for organizing and planning Town Government Week. We would also like to give special thanks to the representatives who came to speak to the students; Senator Richard T. Moore, Representatives Kevin Kuros and Ryan Fattman, Town Administrator Michael Guzinski, as well as members of the Board of Selectmen. Also addressing the students were Administrative Assistant Suzanne Kane, Police officer Anthony Yannino, Fire Chief Kent Vinson, and Highway Supervisor John Furno.

Humanities Collaborative:

The History Humanities Scholars Collaborative celebrated its seventeenth year with the theme of "The Family in America." Eleven Douglas High School juniors joined other students from twelve area schools to participate in the program. The students visited The College of the Holy Cross, Assumption College, Clark University, and Worcester State University as part of the agenda. The program encourages students to think critically as well as becoming more responsible and knowledgeable citizens. They also get a taste of the college experience through lectures, workshops, and peer debating. The program concluded with presentation night at Auburn High School in April. Each participating school was assigned a different decade and was to portray a specific crisis that a typical American family may have experienced during that era. The Douglas High School Scholars took third place for their portrayal of the American family in the future. The group eloquently performed a skit in which a futuristic family dealt with the potential problems that may arise from the ability to genetically design children. Their achievement was a testament to their hard work and dedication rehearsing for the presentation. The Humanities Collaborative was headed by Todd Babola and Brian Ginisi of the DHS history department. Thank you to our students for their exceptional participation and to DHS history teachers, Caroline Fitzpatrick, Paul Leonard, Brian McGrath, Jarred Stand, Todd Babola, and Brian Ginisi for their ongoing support of this valuable program.

World Languages:

The World languages Department hosted its annual World Language Open House on March 22nd. The theme of this year's program was "You're connected...Now communicate." The evening was well attended with parents, students, faculty and administrators getting together to enjoy foods from around the world, international dance demonstrations, cultural crafts, and authentic exhibits from several countries including the Philippines, the Congo and South Africa.

World Language Night is a joint venture with Senior Project. Gino Bolandrino was the senior who was instrumental in organizing, conducting the evening as well as the other activities that took place during World Language Week.

AP French was offered for the first time this year with seven students enrolled. Four out of seven of the students received "3's" which is an outstanding accomplishment for a first-time offering.

Three French III Honors students received awards from the French Consulate in Boston as a result of a collaborative project involving bande dessinée and French history. The students placed 1st, 2nd, and 3rd receiving awards and prizes recognizing their superior achievements over the entire New England Region.

Student attendance at conferences:

It was a pleasure this past year to celebrate outstanding achievements on the part of both our students and our staff. Several of our students received distinguished individual honors in a variety of other areas. Julia Archambault was honored by the Worcester County Superintendents' Association at the Annual Scholar's Luncheon which took place at WPI in Worcester in January. In addition, sophomore Nolan Karsok and was selected to receive the Hugh O'Brian Leadership Award; also attending the conference was Courtney Derose.

One Douglas student successfully completed the Blackstone Valley Youth Leadership Academy program, a program offered over the past three years. This program provided high-achieving freshmen and sophomores from the Blackstone Valley the opportunity to meet other student and adult leaders from the area, enhance leadership skills, and learn about internship opportunities in the Blackstone Valley, and work together to complete a community service project. This year Jonathan Gonzalez is representing Douglas High School in the Leadership Academy.

2012 Senior Class Trip to Walt Disney World:

If you happened to be at Douglas High School on the morning of April 18, 2012 you would have seen 71 excited seniors boarding motor coaches that would take them to the airport in Hartford, CT. Where were they going that had them so excited? The answer is Walt Disney World in Florida for their senior class trip. It was the first time on an airliner for several of our students, and for 25 others, it was their first visit to Walt Disney World. The students were able to spend some time relaxing by the pool and visiting Downtown Disney on their first night there and plan their activities for their first day in the theme parks. On Thursday, all students were up and heading to the parks by 8:00am to get the most for their money. That night all students met at Lights, Motor, and Action in Hollywood Studios to enjoy a fantastic dessert party prior to being escorted to their own private viewing area for the Fantastic Show.

On Sunday evening, students were treated to a tasty Italian buffet in the Odyssey Pavilion in EPCOT Center. When the students had their fill of food, their special guests, Graduation Mickey and Minnie Mouse made their entrance into the pavilion to greet them. The students had forty five minutes to spend with the characters to take as many photos as they wanted. This experience brought out the five year child that lives in all of them. Then as a group we all met on a patio at the edge of the lagoon in EPCOT Center's World Showcase, Where we were all treated to a fabulous chocolate fountain party. After the students had their fill of dessert they were able to remain on the patio for a private viewing of Illuminations: Reflections of Earth. This show chronicles the formation of Earth from its very beginning to our present day through an amazing combination of fire, water, lasers and fireworks all set to music.

For the rest of this special trip, students took advantage of all of the theme parks as well as the water parks. Many of the students made their way to Typhoon Lagoon where they were able to scuba dive in a tank filled with a variety of aquatic animals including sharks and rays! On a number of occasions, chaperones were told by Disney employees and guests alike how polite and well behaved our students were. They certainly represented our school and our town well. On Monday, April 23 our students flew back home and, like all good things do, the trip became a wonderful and lasting memory for all of the students who attended.

2012 Senior Cookout at Six Flags

In addition to the trip to Disney World, the Senior Class of 2012 also got to enjoy a field trip to Six Flags New England on Friday, May 25. This trip was an all expense paid trip for the students as a result of hard work in fundraising during their time at Douglas High School. The students boarded the bus at 8 am and began making their trek to Six Flags. Once they arrived at the park, they were allowed to enjoy all of the rides the park had to offer. They were also there for the opening of Six Flags' newest ride "Golliath". At noon, all of the students met in the pavilion and were treated to a cookout of hamburgers, hotdogs, pasta bake, salad and chips. Once they were done with their meals, they were able to have as many ice cream bars and sandwiches as they wanted. After lunch, the students returned to the rides and enjoyed them until we met at 6:00pm to start the journey home. The students enjoyed this added trip as one last time to spend with their classmates. For the students that were not able to make the trip with the class, they received a pass to go back to the park at a time of their choosing.

2012 Senior Cookout at Douglas High School

The Class of 2012 was treated to another cookout funded again by the extra money the class earned through their fundraising efforts. The cookout was catered by BT's Smokehouse. BT's Smokehouse came to the school and set up a huge grill and smoker where, Brian, the owner, cooked chicken, corn on the cob, and pulled pork. In addition to those items, the students also enjoyed macaroni and cheese, salad, corn bread and a variety of sauces to go with their meal. Many students and staff that came out to the cookout said that they could smell the food through-out the building and that it was some of the best food they have ever had. One of the highlights of

that afternoon were the cupcakes that the class enjoyed that were made by class member Marty Brochu. Lastly, this cookout gave the students the opportunity to sign each other's yearbooks. Many students stayed late into the afternoon to enjoy each other's company.

An additional benefit to the extensive fundraising efforts by the class and Mrs. Cote afforded every student in the graduating class with a yearbook at no cost to them.

Student Council (2012 Calendar Year):

The spirit week at Douglas High School began with the Student Council kicking off the activities with sporting events on February 11 during the day and Snowball, our winter semiformal, in the evening. These events contributed to a very exciting day and night and the occasion led to a good time being experienced by all who attended. We would like to thank Ms. Braney, Student Council Advisor, and all the student members for their time in planning such a successful event. During the following week, students dressed up to show their spirit in New England Sports Fan apparel, Hippie and Tie-Dye Clothing, Wild West outfits, as a cartoon character, and in their class colors. On Friday, students participated in events including Quiz Bowl, Family Feud, an Art Sculpture Contest, Volleyball, Basketball, Gatorball, Relays, Tug of War, and a Lip Sync contest. Congratulations to the Class of 2012 who claimed victory.

In May, Student Council and National Honor Society members joined forces for the fourth year in a row to participate in Project Bread's Walk for Hunger. This year, we had a group of 11 students who fundraised and walked the 20 miles for this great cause.

With the help of our Student Council members under the leadership of Ms. Braney, the Holiday season began with the gift of giving. They were able to raise \$2051.59 for the Toys for Tots program. The Student Council officers and Ms. Braney were able to purchase 76 gifts to donate to Toys for Tots so that children who would otherwise go without gifts, would get a gift this holiday.

8th Grade Dinner Dance: The 8th grade dinner dance took place in June in the DHS cafeteria for all members of the 8th grade class. This year's dance featured a New York, New York theme. The students had a chance to have a night on the town, getting dressed up, enjoying a delicious meal, and dancing the night away. At the end, all members were able to purchase a memorable picture slide show of their evening. Thanks go out to Ms. Harkins and Ms. White for their efforts in making this a meaningful night for our students.

Music Department:

Marching Band

The Douglas High School Band has had a very successful year. The 61 member marching band performed in many events including 15 parades in both Massachusetts and Rhode Island. In addition to the parades and two concerts, the band also performed for the Douglas Special Olympics held at the High School.

The Douglas Marching Band includes a 29 member Performing Color Guard ensemble, consisting of a Majorette Squad, a Rifle Drill Team, and a Flag Team. This group was awarded First Place Colorguard in the annual Quincy Christmas Parade, which is the Massachusetts State parade band championship event. The colorguard received the highest score over all divisions in this parade competition.

The Marching Band also earned first place awards in both the 2012 Worcester St. Patrick's Day Parade and Worcester Columbus Day Parade.

Our Band is one of the few high school bands remaining that continues to present a National Line Honor Guard and displays the American flag proudly as part of our Band Front.

In July of 2012, two members of the flag team, Ashley Labonne and Stephanie Gagnon, attended the George N. Parks Drum Major Academy at UMASS Amherst for colorguard, where they spent four days working to develop performance skills and equipment technique. Drum Major Luke Daly also attended the Academy where he focused on conducting techniques, team building and group leadership skills.

In addition to the marching band, other performing groups include the Jazz Band, which performs for concerts and other school events, and the pep band performs for home basketball games.

The instrumental program begins in the fourth grade with instrumental lessons being offered free of charge during school hours. Students in this program also have the opportunity to perform with the Grade 4 and 5 beginner band. Students in grades 6 and 7 participate in the Intermediate School band. Performances include

two concerts, local parades and a trip to the Great East Music Festival at Six Flags in Agawam where the group has earned a gold medal rating for the past several years.

Also at the junior level, students have the opportunity to participate in the junior auxiliary under the direction of Kris Gray. Students learn basic skills in flag, baton and rifle. They have the opportunity to perform in concerts, a recital and march with the Intermediate School Band in the Memorial Day parades. The Intermediate School band and junior auxiliary provide the necessary feeder program for the High School band ensembles. Three High School Students assisted with the junior auxiliary. They are: Kelsey Gray, Danielle Moore and Katelyn Parkinson.

Complete Band Staff includes:

Gery Elliott, Director
Sonja Metcalf, Asst Director, Pep Band Director
Carol Manning, Color Guard Director, Flag Advisor
Amy Stacy, Majorette Advisor
Michelle Gagnon, Rifle Advisor
Nick Morin, Percussion Advisor
Mark Stacy, Percussion Assistant
Scott Yacino, National Line Advisor
Kris Gray, Junior Auxiliary Instructor
Thomas Devlin and Luke Daly, Drum Majors

Chorus

The vocal ensembles of Douglas High School, including the 67 member high school chorus and the 28 member *a cappella* ensemble, ***Blue Light Special***, performed on twelve different occasions this year including such venues as the Douglas Oktoberfest, Massachusetts Day at the Big “E”, area homes for the elderly, the Douglas Senior Center, the senior class baccalaureate service, Pawtucket’s McCoy Stadium, “Caroling for Cans” and several performances at the school including the Senior Citizen Brunch, and the winter and spring concerts.

In addition to local performances the high school chorus travels to participate in various music competitions. In April the high school chorus and band travelled to Norfolk, Virginia to participate in the Music Festivals competition. The ensemble performed exceptionally and placed first in the “Class A – Mixed Chorus” division. The high school vocal ensembles are directed by Mr. Al DeNoncour with the assistance Mr. John Rheame.

The music department also has a vocal music offering at the 8th grade level, the Junior Chorus. This year’s Junior Chorus is comprised of 38 students who meet daily to practice their vocal skills and learn music theory while preparing music for performances. The ensemble provides the foundation for future membership in vocal ensembles at the high school level.

The Junior Chorus performs at the Winter Concert, the Spring Brunch and the Spring Concert. Also, the group travels to Springfield, Ma. each spring to participate in the Great East Music Festival. For this festival they perform musical selections for a panel of judges and receive a rating. The ensemble has been the recipient of Gold Medal ratings for the last eleven years. The Junior Chorus is directed by Mr. DeNoncour.

Departmental Events

In March the music department, in conjunction with the Art, Family and Consumer Science, Computer and Technology Education departments presented the musical ***Annie*** as the culminating activity for this year’s 8th grade Related Arts interdisciplinary unit. This is the Nineteenth musical production presented through this collaborative arts effort. The production included outstanding performances by Angela Pignatiello as *Annie*, Brian Sultan as *Mr. Warucks* and Juliana Dumont as *Miss Hannigan*.

In April the department presented its annual fundraising concert, ***Tiger Jam***. The concert raises funds for music department scholarships. This year’s concert featured many DHS students performing pop music as soloists and small ensembles as well as the return of several Douglas Music Department alumni and was tremendously successful. The concert’s exceptional musical performances were coordinated by Mr. DeNoncour’s music technology class, which also managed the technical aspects of the concert, serving as sound and light technicians. The T.V. Production class, also under the direction of Mr. DeNoncour, recorded the event and produced a finished video which aired on local cable television.

In addition to many department events and accomplishments we were very proud to have three music department students receive the individual accomplishment of being selected to the Massachusetts Music Educators Central District Honors ensembles. Seniors Bethany Basal and Samantha Pucci auditioned in

November and were selected to be members of the honors chorus while Junior Zachary Roper was selected for membership in the honors concert band. The three will represent Douglas at the upcoming honors festival in January. In addition to being accepted into the district ensemble Samantha was also nominated to audition for membership in the Massachusetts All-State Chorus.

8th Grade STEM (Science, Technology, Engineering and Math) Activities

DesignLab

DesignLab is an after school activity for 8th grade students who are imaginative and creative, enjoy solving problems, like to work with their hands, have shown an interest in science and engineering, or all of the above. Two sessions of DesignLab workshops are offered each year. These workshops each meet for two hours once per week for 12 weeks.

The Motorized Machines workshop was offered for the second time in the spring of 2012. Students learned about gear drives, gear ratios, torque and the Engineering Design Process. They used many tools, including soldering irons, drills, and laser tachometers. They designed and built their own motorized machines, including a spin art machine, a motorized pencil sharpener, and a pudding/smoothie mixer.

The Electrical Engineering workshop was offered for the third time in the fall of 2012. Students learned about electricity, switches, series and parallel circuits, how to solder wires, how to use various tools, and the Engineering Design Process. They experienced what it is like to be an Electrical Engineer by designing and building their own electrical inventions. The projects included a light-up Frisbee, a bedroom alarm system, and a fortune-telling box (like a Magic 8 Ball).

DesignLab is a program developed by UMass Lowell's Future Engineers Center and made possible with generous funding from the Honda Foundation, Motorola Foundation, Goodrich, and the Mark Gelfand Family Foundation.

Science and Engineering Fairs

The 2nd Annual Douglas 8th Grade Science and Engineering Fair was held on Thursday, April 7, 2012 in the High School cafeteria. Students worked individually or in pairs, entering over 80 projects which were judged by 35 local STEM professionals. The projects represented a wide range topics and a great deal of student work. The highest scoring ten projects were completed by Ben Boisvert (1st Place), Rachel Sutton (2nd Place), Emma Helstrom (3rd Place), Alexandra Briggs & Alexandra Corso, Stephanie Hartman & Kaylee Klenk, Evan LeBeau, Brian Soltan, Troy Lombardi, Zach Ells and Cameron Connor.

Those students became eligible to advance to the Worcester Regional Middle School Science and Engineering Fair, which was held on Wednesday, May 4 at WPI. 11th and 12th place students Corey Parkinson and Maggie Landry attended the Regional Fair in place of Evan LeBeau and Cameron Connor. At the Worcester Regional Science and Engineering Fair, Ben Boisvert earned a 3rd Place Award and Troy Lombardi earned Honorable Mention.

Both boys represented Douglas at the Massachusetts State Middle School Science and Engineering Fair, which was held at Worcester Technical High School on Saturday, June 2nd. Benjamin Boisvert earned a 3rd Place Award at the Massachusetts State Science and Engineering Fair for his project, "How Many Calories are Burned to Run a TV with the VCR Powered On for One Hour?"

The Massachusetts Middle School Science & Engineering Fair sets out to be "a forum for students in grades 6-8 to explore "real world" science and engineering discovery through hands-on experience. Students also learn about the many exciting and emerging fields of science and technology today, building important life skills--from reading, writing and math to communications, teamwork and design." The experience participating in the state fair can give students a greater awareness of opportunities open to them in the STEM fields, and they have the opportunity to see the level of work being done by other top students in the state.

Space Week

The 1st Annual Space Week was held in the third week of May 2012. Space Week was made possible through a generous Blackstone Valley Education Foundation grant which was awarded to district science teachers Karen Cristian, Kelly Graveson and Rachel Usher to create an integrated unit of study for grades 6, 7 and 8 titled, "Space Week: Protecting Our Place in Space."

Eighth grade students "lifted off" their week with a field trip to the Boston Museum of Science, where they experienced space-related exhibits, including the exhibit "To the Moon," participated in live presentations on

"Mysterious Mercury" and "Mars Robots," and viewed the planetarium show "Explore the Universe." In various classes throughout the week, students learned about satellites, investigated the history of NASA space flight programs, explored NASA contributions to life on Earth, compared and analyzed space-related science fiction, learned Spanish terms for space vocabulary, and researched space-related careers.

On Thursday, May 24, 2012, Dr. David Wright, Senior Scientist and Co-Director of the Global Security Program at the Union of Concerned Scientists, visited Douglas and shared a special presentation about the issue of space debris with students in gr. 6-8. With the 8th graders, he also offered insight into his own education and career path in order to increase student awareness of space-related STEM careers. Following Dr. Wright's presentation, students were treated to the live launch of several rockets that were designed and built by 6th graders as part of their Space Week curriculum. Inspired by their viewing of the sixth grade rocket launch, eighth grade students calculated distances and speed using various measurements that were obtained during the activity. Another highlight of Space Week that sparked a lot of discussion was the presentation on May 25th by NASA's Centennial Challenge Coordinator, Mr. Sam Ortega. Mr. Ortega gave a dynamic presentation about life in space, as well as his education and career path that led him to where he is today.

Building on the phenomenal Space Debris presentation by Dr. David Wright, students researched and shared some of the various methods of space debris remediation and removal. As a culminating activity for Space Week, students were encouraged to write letters to government representatives, advocating for the protection of space. It was clear from the depth and quality of the letters that as a result of Space Week, students became well-educated and developed a passion regarding the importance of preserving the space environment. Students were thrilled when they received personalized letters back from several of our legislators. Our mission was definitely a success!

STEM Kids Conference

On Saturday, October 20, 2012, sixteen Douglas 7th and 8th grade students joined over 100 middle school students from across the Blackstone Valley at the 5th Annual STEM Kids...Branching Out Conference, held at the Tufts/Cummings School of Veterinary Medicine in North Grafton, MA. The purpose of the conference was to inspire students to pursue career opportunities in Science, Technology, Engineering and Math, while also giving them a taste of college life. Students each participated in three workshops involving topics such as aerospace engineering, electrophysics, fermentation, forensics, meteorology, robotics, veterinary medicine and video gaming. One of the workshops was presented by Douglas teachers Mrs. Jessica Findlay and Mrs. Kelly Graveson.

In the afternoon, students enjoyed a keynote presentation from Mr. Edwin Guarin, Senior Academic Developer Evangelist from Microsoft Corporation, who spoke about "How Technology Careers Can Empower You." Parents also enjoyed a special presentation about STEM career opportunities and early college planning. The day concluded with a high-energy Van de Graaff generator demonstration by Mr. Macdonald Andrews, Senior Principal Raytheon Engineer and Douglas resident. Funding for the program was provided by the Blackstone Valley Education Association, the Tufts/Cummings Veterinary School, Milford Regional Medical Center, Goretta's Market, and Southwick's Zoo, among others.

8th grade students who attended the program were: Anthony Bronzo, Allicyn Cole, Brian Flanagan, Audrey George, Sean Henedy, Taylor Lyford, Morgan Mooney, and Emily Stienstra. They were accompanied by 6th grade science teacher, Mrs. Karen Cristian and 7th grade science teacher, Mrs. Rachel Usher.

Raytheon Visit

Raytheon Engineer Mac Andrews visited all of the 8th grade physical science classes on November 20, 2012. He spoke about the work that he does as an Electrical Engineer for Raytheon and gave a brief presentation on the engineering design process. Mr. Andrews pointed out to the students that everyone uses a version of the engineering design process when making decisions or creating something. It really can be applied to almost anything!

Mr. Andrews also introduced "Project Oops! I Dropped Something!" The project, which was a collaborative effort between Mr. Andrews and teacher Kelly Graveson, consisted of four stations, each one focusing on science, technology, engineering or math. The stations were tied together by a central theme of figuring out how to protect a smartphone screen from breaking. Students worked in teams to answer questions, collect and graph data, solve math problems, and design solutions. Mr. Andrews cycled through the stations as students worked, speaking to students about the importance of the brainstorming process, helping students to use measurement instruments accurately, and sharing insights about engineering and life.

Mr. Andrews has volunteered often in the Douglas public schools-judging science fairs, presenting for after school clubs, and interacting with students in the classroom. Douglas is very fortunate to have our own "resident engineer"! Thank you, Mr. Andrews!

WPI Engineering Ambassadors

On Wednesday, November 28, 2012, over 40 8th grade students traveled to Worcester Polytechnic Institute to meet with the WPI Engineering Ambassadors (current undergraduate engineering students) and tour the WPI campus.

The Ambassadors gave a brief presentation about the Mars Curiosity Mission, then they gave the students a mission of their own. Working in teams, students had to utilize the engineering design process to imagine, design and create a landing device that would allow their "rover" (an egg) to land safely. Each team was given a bag of materials that were not identical to the other teams' materials, which contributed to the originality of the designs. All of the teams excitedly worked on their designs right up until it was time to test them by dropping them off a balcony to the floor below. Teams who successfully protected their eggs were triumphant, but the other teams were not defeated, as they gained insight into how their designs could be improved in the future.

After completing the engineering design challenge, the students went on a tour of the WPI campus. They learned about WPI's motto: "Theory and Practice", highlighting the idea that students need both an academic and technical hands-on education to succeed. They also learned that Robert Goddard blew a hole through the roof of one of the campus buildings while developing the first liquid fueled rocket. Although it was a bit chilly, the students all seemed to enjoy getting a taste of what a college campus is like.

At the conclusion of the tour, WPI Admissions Officer Sue Sontgerath gave a presentation about college geared specifically toward 8th graders. She discussed the benefits of going to college, including increased income, job security, making new friends, having new experiences and exploring new interests. She also encouraged the students to challenge themselves in high school, read, practice good study habits, explore careers through extracurricular opportunities, and be active members of their community.

Overall, the students had a great morning on the WPI campus! Thank you to WPI's Office of Admissions and Engineering Ambassadors Program for hosting the students, Intel for sponsoring the bus, and parents Kirsten Meizen, Jim Mooney and Phil Smith for chaperoning!

Massachusetts State Science and Engineering Fair Video

Due to their outstanding performance in our local, regional and state Science and Engineering Fairs, eighth graders Kylie Blake, Emily Lane and Rebecca Rokne were chosen to demonstrate their past and current science fair projects for a promotional video being produced by the Massachusetts State Science and Engineering Fair (MSSEF). On December 5th, an MSSEF video crew interviewed and taped each girl.

Kylie demonstrated her project entitled "How Does Light Pollution Affect the Night Sky in Different Areas?" This project earned Kylie a 2nd Place Award at the MA State Science and Engineering Fair when she was in 6th grade. Kylie continues to be highly invested in the issue of light pollution. For her 2012-2013 project, she is comparing the variability of light pollution for a specific location.

As a 7th grader, Rebecca completed a project entitled, "Does the Type of Water Affect the Levels of Lead, Pesticides, pH, Chlorine, Hardness, Nitrates, and Nitrites?" This project earned her a 2nd Place Award at the Worcester Regional Science and Engineering Fair, as well as the ability to compete in both the Massachusetts State Science and Engineering Fair and the Broadcom MASTERS (Math, Applied Science, Technology, and Engineering for Rising Stars) national competition. This year, Rebecca has turned her attention to evaluating the effectiveness of commercial water filters.

Emily completed a project in 7th grade entitled, "Peel Power: How Does the Presence of a Banana Peel in a Homemade Water Filter Affect the Amount of Lead and Other Heavy Metals in the Water?" This project earned Emily a 2nd Place Award at the MA State Science and Engineering Fair. She went on to compete in the Broadcom MASTERS competition, where she was one of only 9 Massachusetts middle school students to advance to the semifinalist level. As an 8th grader, Emily is in the process of reengineering her water filtration system to also eliminate potentially harmful bacteria.

We were so proud of Emily, Kylie, and Rebecca, who were articulate, professional, and poised throughout the videotaping process. The video is scheduled to be completed in February 2013, and will be posted on the MSSEF website. It was truly an honor to be selected by the MSSEF for this promotional video, and participating in it was a fun and exciting learning experience for all involved!

STEM Mobile App

8th graders Kylie Blake and Brooke Linnehan had their submissions selected to be part of a STEM Mobile App being created by the Wheelock College Aspire Institute. Creating submissions was an optional extra credit activity in Mrs. Graveson's Science classes. Kylie submitted an activity involving investigating how fresh and salt water freeze. Brooke submitted an activity involving forming a hypothesis and testing the reaction between baking soda and vinegar. The girls' submissions were chosen to be part of 180 activities for each day of the school year and their names will appear in the app.

As Wheelock College's social and education innovation center, the Aspire Institute is developing the web/smart phone application to provide accessible, engaging, and daily information in the area of Science, Technology, Engineering, and Math to parents of third, fourth, and fifth graders. This application will place STEM learning at the fingertips of families and students. We are so proud to have Douglas students participate in this exciting and innovative way to inspire families to share in the fun of STEM!

The **Boston University School of Medicine Biotechnology** learning lab (CityLab) bus made a stop at Douglas High School from Monday, December 17th through Friday, December 20th. Under the supervision of the DHS Biotechnology Instructor, Robert Goss, and CityLab Assistant Director, Julia Hammer Mendez, the students were lead through all phases of a DNA Fingerprinting exercise to solve crimes using Gel Electrophoresis equipment and techniques. Altogether, 75 DHS Biotechnology students and 20 AP Biology students participated in the event. The students used restriction enzymes to cut the DNA, prepared agarose gels, performed micropipeting and set up the Gel Electrophoresis equipment. They used UV light boxes to see their results and solve the crime. Overall, it was a very worthwhile biotechnology event and the student feedback was very positive.

Athletic Department

2012 Annual Report

Submitted by: Caroline Fitzpatrick and Robert Doyon

Winter Season:

Girls Varsity Basketball

The 2012 winter season came to a close, but not without a lot of activity. The girl's varsity basketball team qualified for the post-season. Many of the victories have come through stingy team defense, where they were giving up an average of 31 points a game (lowest in the Dual Valley). Individually, there were many offensive contributors, Briana Kujawski led the team in scoring with 10.4 PPG (8th in the Dual Valley). She was also third in the league with 3 pointers made (13). Shannon Madden and Emily Blanchard also have been consistent scorers, but their contributions on defense and rebounding have been invaluable. Senior co-captain, Emma Piwowski was been the glue that held it all together--her leadership abilities have been a key to the team's success during the season. There were also great contributions from our underclassmen both offensively and defensively, specifically Taryn Cordani and Allison Hester. Overall, the team achieved their goal of qualifying for the post-season. While the run for the district title was cut short, the team is looking forward to next year, and another opportunity to go to districts!

Boys Varsity Basketball

The 2011-12 edition of boy's varsity basketball was a group with little varsity level experience following a season where 6 seniors had graduated the year before. Led by senior captains Max Karsok, Jake Rawlings and Jack Blatchford the team struggled early on to find an identity but all their hard work paid off with a huge upset of perennial power and arch rival Sutton High School. The underclassmen of Nolan Karsok, John Ferguson, Cam Newark and Michael Haan gained invaluable experience during the season which ended with a 4-15 record. However the overall effort was excellent as the team was competitive all season long and their competitive level was visible in every game. Hopefully this experience will pay dividends in the next couple of years for the talented JV team is loaded with athletes.

Indoor Track

2011-2012 was an outstanding season for both the Boys and Girls Indoor Track Teams. The Boys achieved a record of 5-1 overall, 4-1 in the Dual Valley Conference. Top achievements include Dual Valley Conference Leader Jake Foynes in the 50 Yard Dash (5.6) and 300 Meter Dash (37.8) and Ross Mungeam, the top performer in the 2 mile run with a time of 10:19.3. Other consistent top performers include Paul Gildea in the shot-put, Robert Hayes and Reed Miller in the middle distances, and the boys 4x200 team of Chris Masterson, Chris Blake, Major Dorfman, Foynes, and Desmonde Bellanti. The Girls Indoor Track Team earned a record of 4-2 overall, 3-2 in the Dual Valley Conference. Seniors Jennifer Mailhot (shot-put, 32'7") and Megan

Kaswandik (300, 45.1) posted league top performances. Emily Carroll in the hurdles, Emily Miller and Ava Saster in the middle distances, and Makenzie Cyr in the 2 mile also turned out consistently strong performances. The Dual Valley Conference Championship took place Monday, February 6th and the boys Indoor Tract Team are the DVC Champions! They capped a tremendous all-around night and performance with a decisive fifteen point victory over the nearest opponent, rival Sutton. There were many standouts, led by dual winner Jacob Foynes in the 50 Dash and 300 Dash. Other huger performances were turned in by Ross Mungeam, who placed first in the 2 mile and second in the mile, Reed Miller, who placed second in the 600, Paul Gildea placed fourth in the Shot Put, and Ben Gontijo, placed third in the High Jump. There were other quality performances turned in by Robbie Hayes, Matt Picard, Braden Mungeam, and Keaton Tagseth, who had a clutch fourth place performance in the 50 yard Hurdles. It was a true team effort and an outstanding night!

The Girls Indoor Team had a strong overall performance, finishing third in the DVC. Senior Jennifer Mailhiot won the Shot Put and Megan Kaswandik tied her rival and fellow top performer Rachel Bloznalis in the 300 Dash. Emily Carroll placed third in the 50 yard Hurdles, with Peggy Greeno placing sixth. Other places were earned by Makenzie Cyr in the 2 mile, Ava Saster in the 1000, Fallyn Hippert in the 600, Micalea Goldenberg in the 300, and the dynamic duo of MaKenzie Brisbois and Jaclyn Brochu in the mile. Congratulations to both the boys and the girls for an outstanding year!

Cheerleading:

The 2011-2012 Varsity Cheerleading team consisted of 15 members: 3 Seniors, 1 Junior, 5 Sophomores, and 6 Freshmen. This year's young and inexperienced team was led by Captain Amber Gaulin who kept the team upbeat and motivated throughout the season. They practiced hard, preparing for competition season as well as for games. The team held a Youth Cheering Clinic during the December vacation week, in which they taught cheers, dance, motions, etc. to 40 girls, ages 5 to 13. The participants cheered with the Varsity Cheerleaders at a Varsity Basketball game in January.

The team competed in four competitions prior to the Dual Valley Conference League, in which they placed first to keep their title of DVC Champions! They concluded their season competing at the Central MA Regional Competition. It was a great season for the entire team!

Spring Season:

Girls Track Team Final Report

The Girls Track and Field Team had a tremendous season with a myriad of athletes providing solid contributions. The team finished the year with a 6-1 record and finished 2nd in the DVC Championship Meet. Megan Kaswandik was a standout for the team. She won two races at the DVCs, was a DVC All-Star, she also won multiple medals at the District E Meet, and qualified for states. Megan was also part of a relay team that medaled at districts. Jen Mailhoit was also a DVC All Star who medaled at both the District Class Meet and the District Meet. Briana Kujawski was the DVC Champion in the discus. Other top performers were Emily Carroll and Taryn Cordani who not only were DVC All Stars but also medaled at both the district relays and the District E Meet.

Record: 6-1 Overall (4-1 DVC) 2nd Place Regular Season, 2nd Place DVC Championships

District Relays: Shot Put: Briana Kujawski, Amanda Gresian, and Jen Mailhoit 4th place; High Hurdles: Peggy Greeno, Emily Carroll, Lane Rawlings, and Fallyn Hippert 4th place; Sprint medley: Taryn Cordani, Emily Carroll, Michaela Goldenberg and Lane Rawlings 5th place. In the 4 X 800: Emily Miller, Taryn Cordani, Ava Saster and Mackenzie Cyr placed 5th.

District Class Meet: Jen Mailhoit had a 2nd place in the shot put and a 3rd in the javelin; Megan Kaswandik took 3rd in long jump and 4th in the 400; Emily Carroll took 5th in the long jump and 5th in high hurdles; Courtney Hill had a 6th place in the javelin. Taryn Cordani placed 2nd in the mile; Mackenzie Cyr placed 3rd in the 2 mile; and Ava Saster placed 4th in the 800. Emily Carroll, Michaela Goldenberg, and Heather and Megan Kaswandik placed 4th in the 4 by 100 meter relay. Ava Saster, Taryn Cordani, Emily Miller and Fallyn Hippert took 4th place in the 4 by 400 meter relay.

In the District Meet, Megan Kaswandik took 3rd place 100 meter which was a State Qualifier. Jen Mailhoit medaled in shot and in the javelin. The 4 X 100 meter relay team of Megan and Heather Kaswandik, Emily Carroll and Michaela Goldenberg also medaled.

Boys Track Team Final Report

The Boys Track and Field Team had an extremely successful season finishing with a record of 4-3 and coming in 4th place at the DVC Championship Meet. This team had strong leadership and the performances to back it up this leadership by several top seniors. Reed Miller was a DVC All-Star and also had a victory in the 400 hurdles and the District Class Meet. Ross Mungeam was a superb distance runner, Robbie Hayes an excellent

middle distance runner, and Major Dorfman a great sprinter who all medaled at the relay meet, and the District class Meet as well as qualified for districts. The relay team of Reed Miller, Ryan Sheehan, Robbie Hayes, and Ross Mungeam won multiple medals, as well as setting multiple school records and highlighted the season with a victory in the distance medley at the relays. Other top performers were Brandon Hoghaug and Keaton Tagseth who not only were DVC All Stars but also medaled at the District E Meet.

The team's Record: 4-3 Overall (2-3 DVC) 4th place regular season, 4th place DVC Championship.

In the District Relays: The Distance Medley team of Reed Miller, Robbie Hayes, Ryan Sheehan and Ross Mungeam took 1st place. In the 4 X 800 meter the team of Connor King, Ross Mungeam, Matt Picard and Ryan Sheehan placed 4th. In the Sprint medley, Senior's Robbie Hayes, Chris Masterson, Major Dorfman, and Reed Miller earned a 4th place finish.

In the District Class Meet: Reed Miller placed first in the 400 meter hurdles. Keaton Tagseth took second in the javelin along with at 6th place in the high hurdles. Senior Ross Mungeam took 2nd place in the one mile race, while Senior Major Dorfman took 3rd place 200 meter race. Junior Brandon Hoghaug took 4th place in the high jump. Senior Robbie Hayes took 6th place 400 meter and the relay team of Reed Miller, Robbie Hayes, Ryan Sheehan and Ross Mungeam took 2nd place in the 4 by 800 relay. The relay team of Randy Guertin, Daveed Goldenberg, Major Dorfman, and Connor King took 6th place in the 4 by 400 meter relay.

Finally in the District Meet, Senior Reed Miller took 6th place in the 800 meter race and Brandon Hoghaug placed 7th in High Jump.

Varsity Baseball 2012 Summary

The 2012 baseball season has been a strong one for the Tigers. After graduating 10 seniors from last year's team, the expectation was that this would be somewhat of a rebuilding year. It has been anything but that. The team jumped out to an 8 – 0 record before suffering its first loss of the season and finished the regular season with a 14 – 6 record and qualifying for the District tournament for the 10th time in the last 11 seasons. The task of reaching the post-season was made more difficult by the team's difficult non-league schedule which included teams such as St. Bernard's, Millbury, Grafton, Uxbridge, West Boylston, Tahanto and Assabet Valley. Strong contributions were made by every player on the team, some as regular starters and others coming off the bench in certain situations and coming up with a clutch hit, a great catch or a tremendous relief pitching performance. The pitching staff, led by Justin Defreitas, Evan Bertone and Andrew Reed was tremendous all year long turning in complete games in 13 of the team's 20 games and had a very impressive 2.45 team ERA. On the offensive side of the ball, Jake Foynes was at the top of the central Massachusetts leader board for batting average all season long and finished the regular season with an average of .581. Max Karsok, Justin Defreitas and Chris Blake all finished the season with averages of .340 or better.

Senior captains Max Karsok and Jake Foynes were very instrumental in molding this combination of players with such a wide range of experience levels into the strong team they became. Key contributions during the season by Chris Blake, Justin Defreitas, Steve Fierro, Desmonde Bellanti, Evan Bertone, Ryan Bulak, John Ferguson, Andrew Reed, Jordan Smith, Brian Hasemann, Garrett Hippert, Nolan Karsok, Eddie Peladeau, and Matt Peladeau all helped the Tigers to a very successful season and achieve their goal of reaching the Districts.

VARSITY SOFTBALL

The Softball team finished the season with a record of 6 wins and 14 losses. This record does not reflect on how well the team really played! The team lost 4 games this season by just 1 run and 2 additional games by 2 runs. The team batting average was over .300 and they had a historic sweep over Sutton this year, as well as a big wins over Hopedale. The girls played well as a team and showed great Tiger spirit and support for one another. Senior leadership came from Casey Bourque, Emily Gauthier, Danielle Fortier, Erin Martin, Ashton Hoekstra, and Riley Tetreau. The team also received strong pitching from Sophomores Hannah Furno and Aneila Marston, proving to be a solid pitching combination that should have a positive impact on the team for the next two years. Catcher Mackensie Brisbois provided solid defense from her catcher's position as well as a solid offensive season that earned her league recognition.

BOYS VARSITY VOLLEYBALL

2012 was only the fourth season as a varsity team. The team's goal going into the season was for the players to work to improve their skill set individually and to learn to play effectively as a team offensively and defensively. The previous season the team graduated 6 seniors and, as always, the new players who were playing the sport for the first time as varsity players stepped into the role and performed well. While the team's record was not stellar (5-15), each player ended the season playing better than when they started the season, with a focus on teamwork and sportsmanship that was evident at every match, allowed the team to have moments of really great volleyball which will carry them into next season with a base of talent and an understanding of solid team play.

Individually, Cam Newark was a standout performer, not only at DHS, but among all the players that the team competed against this year. Cam was the team's primary outside hitter and led the team in kills with 255. He also had the most service points (123). Ryan Walker was the team's primary setter leading the team with 170 assists. Ryan also led the team with the best serving percentage. Tom Marshall was a key contributor as both a setter and hitter. Captains for the team were Cam Newark and Paul Gildea.

Fall Season:

Cross Country 2012

The 2012 boys and girls cross country teams continued to improve this year. The boys had a good year as they finished with a 4-2 record led by a junior trio of some of the top runners in the Dual Valley. Braden Mungeam, Matt Picard and 1st year harrier Kevin Dobson lead the way for Douglas. The success of the season provided confidence for the team as they entered the District Championship on November 10th in Gardner. Also helping the boys squad this year were Seniors Zach Zygmuntowicz and Zach Roper, as well as Sophomores Matt Desilets, Joel Morin, and Jake Thackaberry. The team also received strong performances from Freshmen Zachary Eldridge, Davis Parella and Jeremy Yeomans. The 8th graders who have also helped the team to their success this year were Brian Flanagan, Conner Grady, Matt Keith, Erik Martos and Kyle Prince.

The girls' team also had another successful season, highlighted by a win at Sutton on Sutton's Homecoming Day. This was the first victory by a Douglas squad over Sutton since the program began a few years ago. The team was led by sophomore, 3 time all star, Makenzie Cyr. Makenzie continues to improve race after race, leading the Douglas squad to a 4-2 record. Also helping the team continue their climb as a team to be concerned about was Mackenzie Brisbois. Mackenzie is a senior harrier who is also the team captain for both the boys and girls team. With her leadership the teams have made great strides in being ready for each race. Filling out the squad for Douglas is Senior Amanda Maguire, Junior Emily Miller, Sophomore Elissa Piwowarski, Freshman Tess Miller and 8th graders Kylie Blake, Caroline Meizen, Christina Calkins, Emma Daigle and Mikensie Morin.

With top ten finishes at the DVC Championship, held at Whitinsville Christian on October 25th, Douglas placed 3 runners from each team on the Conference All Star team. The boys were represented by Braden Mungeam, Matt Picard and Kevin Dobson who finished 5th, 8th and 10th, respectively. The girl All Stars were Makenzie Cyr, Caroline Meizen and Tess Miller who finish

Field Hockey

The Douglas High School Field Hockey Team continued to make tremendous improvements throughout the 2012 season. The girls worked hard each day to improve upon their skills both individually and as a team. Their hard work paid off during stand out games against Oxford and BMR; both of which resulted in ties. Although the team did not end the season with a winning record, they always maintained positive attitudes, never gave up, and achieved both individual and team goals. With a very large class of upcoming seniors, we are excited to see what successes next season will bring. We would also like to wish the very best to senior, Brianna Rodriguez. She will be greatly missed but, we know she has a very bright future ahead. All season long the team received solid performances from league All-Star Jolane Thibault as well as juniors; Courtney Thibodeau, Megan Sullivan, Katelyn Stevens, Tafta Lauretano and Rebecca Gagnon. The team also received solid efforts from sophomore Suzanne Thibault; Freshman Janey LaFleur, Virginia Maguire, Samantha Martin and eighth grader Emily Lane. The program is poised to make a solid impact on the league next year.

Boys Soccer

2012 Varsity Boys soccer team went 13-4-2. The team tied Sutton 1-1 at DHS's Homecoming in September. This season the team collectively only allowed 12 goals in 19 games all year, which is one of the best defensive seasons a Douglas Boy's team has had in the past 10 years. On October 17th, the boys soccer team beat previously undefeated Valley Tech on a header goal scored by Liam King in the 75th minute. Josh Jess led the team in scoring and Justin Gualtieri and Ryan Sheehan led the team defensively. The Boys qualified for districts for the 11th straight year and finished 2nd in the DVC behind Sutton. The team was led by Seniors John Ferguson, Ryan Sheehan and Joshua Jess. These three athletes provided outstanding effort and a strong commitment to the team and its goals. There were also strong performance from Zachary Rodas, Liam King, Nolan Karsok, Jacob Jess, Luke Daly, Brandon Frink, Slade Vincent and others which provides great optimism for the upcoming season.

Girls Soccer

The 2012 Varsity Girls soccer season was a tremendous success. The girls finished with a record of 8-8-2 which qualifies them for the districts for the first time in 4 years. The girls overcame adversity in order to qualify by salvaging a tie, versus BVT, after trailing 3-0 at half, with the game winning kick coming from just inside the mid-field line by Senior Briana Kujawski. This game epitomized the season for the girls team as it demonstrated the unity and focus that this team had from the first day of preseason. With a relative young team led by 4 seniors this season should be the beginning of continuing success for the girls' soccer program. The team received very strong leadership from Seniors; Sarah Hannon, Briana Kujawski, Kellen Murphy and goalie Amanda Gresian. The junior class provided strong efforts in support of these seniors. It is a strong class led by Taryn Cordani, Kayla Lightbown, Carolyn Hill and others.

On October 24th, 25th and 26th are JV and Varsity boys and girls teams were able to enjoy their senior games "under the lights". Thanks to the hard work of Mr. John Furno, Bobby Doyan and Caroline Fitzpatrick, our athletes were able to enjoy their senior games played during the evening hours illuminated by five generator-powered lights. The team thanks these individuals for their hard work and commitment to the players and the programs at DHS.

Golf

After a successful 2011 season in which there were no graduating seniors, the golf team had high expectations heading into this season. They got off to a slow start, but found their game by midseason and finished with an overall record of 12 and 3. Their 5 and 1 conference record earned them the title of DVC champs for the first time since 2008. They finished second in the Conference tournament and third in the District tournament enabling them to compete in the State tournament for the fifth consecutive season. The most notable accomplishment for the 2012 golf team is their fourth place finish (out of 15 teams) at the DIII State tournament.

Senior Ben Schlesman had an outstanding season. He earned co-medalist honors at the District tournament enabling him to qualify as an individual for the State tournament for the 3rd consecutive season. At the State tournament, his second place finish (with a score of one over par 73) earned him the right to compete in the New England tournament which will be played in June of 2013. Ben was named DVC Player of the Year by the DVC coaches.

Other key contributors were Junior Curtis Bourque and Sophomore Matt Peladeau, who joined Schlesman as DVC All Stars. Juniors Eddie Peladeau, Brian Hasemann, Ryan Walker, and Garrett Hippert also played a huge role in the team's success.

Girls Varsity Volleyball Summary

Going into this season, most everybody expected this to be a rebuilding season for the girls volleyball team. The previous season saw the program graduate 75% of the team which is a significant loss by anybody's standards. The team went into this season having 3 girls with varsity playing experience and 4 girls who were new to the game of volleyball, however; not once did the girls on this team think of this as a rebuilding year. Nor did they ever think that qualifying for the post season was beyond their reach either. They worked incredibly hard during practices to become as competitive team as they could be and many coaches commented on how much they improved over the course of the season. The team went into the last game of the season with a 9 – 9 record and had to win their final game against Hopedale to qualify for the districts. Unfortunately, the team lost that game and their season was over. This did not diminish the fact that our team was in the running right to the last game of the season and that was a testament to the work ethic and commitment of these dedicated athletes. Over the season there were many notable accomplishments. Co-captain, Shannon Madden had a great year from the service line with 130 points and a team-leading 85 aces. Co-captain Emily Blanchard mixed her ability to spike the ball with her ability to place hits down the line to lead the team with 116 kills. Sophomore Ally Hester had a very solid season with 90 kills and an 84% service percentage. Courtney Hill led the team with 22 blocks and as the season progressed became one of our strongest servers racking up 61 aces. Newcomer Anelia Marston learned to serve very quickly and led the team with a 93% service percentage! Tori Griswold and Megan Eldridge both became solid attackers and combined for 66 kills and 32 blocks. Nicole Reber and Jess Picard both became very strong setters and helped to make our offense stronger. So, although we did not make the districts, our season still had many successes.

In December the School Committee approved the proposed football cooperative with Sutton High School. With the ending of the football cooperative with Bartlett High School in 2011, the school is pleased as well as fortunate to be able to team up with Sutton High School in starting this program which will benefit both schools. The Sutton/Douglas football team will be on the schedule for the 2013 fall season. The Athletic

Department is very excited for this opportunity and we wish our football athletes all the best in this new endeavor.

The Douglas High School Athletic Department is now using www.dualvalleyconference.org for scheduling. This website allows parents and fans to sign up for notifications on schedules and will notify users of changes and cancellations to games as soon as they occur.

Graduation:

The 134rd annual commencement at Douglas High School was a wonderful culmination of our year. On a bright Friday evening the ceremony took place on the High School's Athletic Field. Of the one hundred and nine Douglas High School seniors who graduated, ninety percent are continuing their education. This ceremony was the culmination of their Senior Week activities that were both meaningful and poignant; including Awards Night and Baccalaureate. The graduation reflects the strong community support for education as well as being an opportunity for all stakeholders to celebrate the culmination of our senior's academic journey in Douglas. The ceremony was a moving experience, from the class being ushered to the stage in bagpipe procession to the speeches of the Class Valedictorian and Salutatorian.

Some colleges to which our students were accepted are WPI, Northeastern, University of Georgia, Boston University, Quinnipiac University, Providence College, Bryant College, University of New Hampshire, University of Connecticut, University of Massachusetts-Amherst, University of Rhode Island, Bryant College, Assumption College, Framingham State University, Bridgewater State University, Worcester State University, Fitchburg State University and Westfield State University. There were 39 students from the senior class who received the John and Abigail Adams scholarship, entitling them to four years of free tuition at Massachusetts colleges and universities based on their MCAS scores that rank in the top 25%. Ten members of the graduating class were also awarded The Koplik Certificate of Mastery Award qualifying them for free tuition at a state university, college or community college. Congratulations to Julia Archambault, Jake Daly, Brenna Fitzpatrick, Connor King, Elizabeth Maguire, Christopher Masterson, Ross Mungeam, Nicole Sullivan, Kimberly Sysopha, and Kendra Hildebrand for this recognition. Scholarship aid totaling over \$900,000 was awarded to this graduating class!

As we conclude our ninth year at the new Douglas High School building, we reflect on our many accomplishments with pride, and look forward to the coming year and continued growth and accomplishment for our students. Our goal remains the same: to provide "a safe, supportive, and challenging learning environment in which students may achieve academic success and personal growth" at Douglas High School. It is an honor and a privilege to work closely and cooperatively with parents and community members as we seek to help all of our students achieve their highest potential.

Kevin G. Maines
Principal

Respectfully submitted,

Nancy E. Bates
Assistant Principal

Class of 2012

ALVARADO, Alfredo	HICKS, Amanda
ARCHAMBAULT, Julia	HILDEBRAND, Kendra
ARSENAULT, Aaron	HIPPERT, Victoria
BARIL, Andrew	HOEKSTRA, Ashton
BENEDETTI, Sara	KARSOK, Max
BENEDICT, Hannah	KASWANDIK, Heather
BLAKE, Christopher	KASWANDIK, Megan
BLATCHFORD, John III	KESSLER, Emily
BONNEAU, Brendan	KING, Connor
BOSMA, Hannah	KULESZA, Thomas
BOUCHER, Gregory	LABONTE, Nicole
BOUCHER, Kenneth	LANDRY, Samantha
BOURQUE, Casey	MACRAE, Ryan
BOWKER, Amanda	MADDEN, Alexandra
BRESSAN, Marissa	MAGUIRE, Elizabeth
BRISTOWE, Ryan	MAHAN, Thomas
BROCHU, Martin	MAILHIOT, Jennifer
BRUSA, Mersadies	MANYAK, Gage
BURCH, Ashley	MARTIN, Erin
BUSKIRK, Tyler	MASTERSON, Christopher
CARROLL, Emily	MAYNARD, Jonathan
CARROLL, Stephen	MILLER, Reed
CHAUVIN, Steven	MUNGEAM, Ross
CORBETT, Haylie	NORBERG, Abigail
DALY, Jake	O'CONNOR, Devin
DE FREITAS, Justin	O'CONNOR, Sean
DODA, Nathan	PASTORE, Andrew
DOOLEY, Jennifer	PERCY, Shawn
DORFMAN, Major	PERKINS, Dylan
DOYLE, Allyse	PHELPS, Samuel
DUPUIS, Corianna	PIWOWARSKI, Emma
FARRELL, Taylor	POWELL, Corrin
FEUERSANGER, William	PRINCE, Zachary
FIERRO, Stephen	RAWLINGS, Jacob
FITZPATRICK, Brenna	RICCI, Vincent
FLINTON, Victoria	RICHETTS, Tiffany
FORTIER, Danielle	RODAS, Jocelyn
FOYNES, Jacob	SASTER, Ava
FRINK, William	SCHROEDER, Timothy
GAULIN, Amber	SEIGLER, Sean
GAUTHIER, Emily	SMART, Amanda
GERARDI, Ellen	STACY, Cara
GERVAIS, Angela	STEVENS, Kelsey
GIFFORD, Joseph	SULLIVAN, Caroline
GILDEA, Paul	SULLIVAN, Nicole
GIRARD, Dylan	SYSOPHA, Kimberly
GONTIJO, Benjamin	TAINTOR, Mary
GOOZEY, Cody	TETREAU, Riley
GORMAN, Matthew	VALENTINE, Marissa
GREEN, Mikaela	VINSON, Jack
GREENO, Margaret	WATKINS, Kristine
HALEY, Nikolas	WEBBER, Danielle
HARRY, Kevin	WILSON, Seth
HAYES, Robert	WOJCIK, Michelle



BLACKSTONE VALLEY VOCATIONAL REGIONAL SCHOOL DISTRICT

Mission:

To create a positive learning community that prepares students for personal and professional success in an internationally competitive society through a fusion of rigorous vocational, technical, and academic skills.

District

Blackstone Valley Regional Vocational Technical High School, based in Upton, Massachusetts, proudly serves the towns of Bellingham, Blackstone, Douglas, Grafton, Hopedale, Mendon, Milford, Millbury, Millville, Northbridge, Sutton, Upton, and Uxbridge.

A Letter from the Superintendent-Director

Fiscal Year 2012: Year in Review

Fiscal Year 2012 (FY12) (July 1, 2011 – June 30, 2012) was a particularly exciting year at Valley Tech as we advanced along the path toward our long-term improvement goals. In doing so, we remain steadfast in our mission to improve the quality vocational technical education we provide to future generations of the Blackstone Valley Vocational Regional School District.

Within this report you will find ample and measurable evidence that we are committed to improvement for the future and that students are eager to rise to the challenges we provide. Time and time again students have proven that they are exceedingly able to raise the bar through the practical application of their academic and career and technical skills in the classroom and beyond. In addition to their scholastic achievements, our students display depth of character as is evidenced by their sportsmanship on the athletic fields and volunteerism in the community. We take great pride in their numerous accomplishments, and hope you do as well.

Recognizing that it is a challenge to educate the leaders of tomorrow in a facility that is anything less than state-of-the-art, we continued to make cost controlled improvements to our building and grounds in FY12. These repairs were undertaken in a strategic manner as we pride ourselves on our ability to remain fiscally conservative to ensure that these projects are brought to completion without having to ask for a mere penny of additional operation resources from our 13 member towns. The District aggressively pursues all pertinent non-taxpayer revenues available in order to self-fund these projects to improve the quality of education provided.

Valley Tech's FY12 budget, unanimously approved by each of its 13 member towns, reflected an overall increase of just 1.99 percent. Future planning established the FY13 budget with an overall increase of just 2.77 percent. We remain committed to providing quality education to a growing population with an eye on the bottom line investment made by each of our member towns. Your yearly financial commitment, the ongoing support from our 13 member towns, and your dedication to the system are key factors in our success as we promote 21st century skills in the Blackstone Valley.

Throughout my 18-year career as superintendent-director at Valley Tech, there have been numerous reforms to the education system in our nation. With a promise to remain cognizant of those changes for the continued advancement of vocational technical education in the Blackstone Valley, we shall continue to strive to be the best for our students - creating pathways allowing them to realize their full potential.

Dr. Michael F. Fitzpatrick
Superintendent-Director

Students Respond to High Expectations

The accomplishments of our students reflect the Valley Tech commitment to learning and success:

- Propelled by a million dollars of secured scholarships, more than two-thirds of the graduating class of 2012 will be pursuing some form of post-secondary education while the remaining third will enter directly into the workplace or military.
- For the fifth straight year, the maximum number of seniors were declared eligible for the John and Abigail Adams Scholarship awarded by the Commonwealth of Massachusetts through the state Department of Elementary and Secondary Education (DESE). The 75 members of the Class of 2012 qualifying for the scholarship program represent the threshold of the top 25 percent of the students in the district. Since the scholarship program was introduced by the Governor's office and the DESE for the Class of 2005, the number of Valley Tech's eligible qualifiers has risen annually reaching the maximum in 2008 and every year since.
- Students at Valley Tech realize the importance of finishing their secondary careers if they hope to find success in post-secondary institutions or the workforce. They have consistently responded by remaining in school throughout their four years at Valley Tech. According to statistics compiled by the DESE, Valley Tech maintains one of the lowest dropout rates in the Commonwealth. For the Class of 2011, Valley Tech had a 1.5 percent dropout rate, contrasted to the state average of 7.2 percent. Valley Tech was also among the leaders for the highest four-year graduation rate among district high schools. Valley Tech's graduation rate was 98.2 percent. The state average was 83.4 percent.
- **CLASS OF 2012:** The graduating Class of 2012 included the following students from Douglas: Roman Archambault, Automotive Technology; Angelica Aube (NTHS), Dental Assisting; Ryan Brule, Carpentry; Jonah Brunetti, Electronics; Jillian Crowley (NHS/NTHS), Health Services; Jake Egan, Manufacturing Technology; Nathan Firmes, Information Technology; Kyle Hiser, Automotive Technology; David Ivory (NHS), Heating, Ventilation, Air Conditioning/Refrigeration; Attila Kara (NHS), Drafting; Michael Legere, Carpentry; Nicholas LeMay (NHS/NTHS), Drafting; Jade Piercey, Dental Assisting; Kevin Plaza, Automotive Technology; Casey Stone, Cosmetology; Jeffrey Talbot, Jr., Manufacturing Technology; Jacqueline Zidelis, Drafting.
- The results from the spring 2011 administration of the Massachusetts Comprehensive Assessment System (MCAS) tests to members of the Class of 2013 showed that for the eleventh straight year Valley Tech students maintained noteworthy gains in reaching proficiency on the MCAS. Federal legislation requires all students to reach Advanced or Proficient in Mathematics and English Language Arts by the year 2014. Ninety percent in Math and ninety-one percent in English Language Arts reached that level on the first attempt in Valley Tech's Class of 2013. The data reflected a one percent increase in Math and two percent increase in English Language Arts proficiency over Valley Tech's Class of 2012. The percentages of students who scored at Advanced or Proficient levels are well above the state averages of seventy-seven percent in Math and eighty-four percent in English Language Arts. On the Science and Technology/Engineering test, which the DESE has made a third requirement to receive a high school diploma, Valley Tech's Class of 2013 reached a proficiency percentage of eighty-four, well above the state average of sixty-seven percent (*see Valley Tech MCAS Results chart*).

Valley Tech MCAS Results

Test Date	Class YOG*	Math			English Language Arts (ELA)			Science and Technology/Engineering		
		A/P*	NI*	F*	A/P*	NI*	F*	A/P*	NI*	F*
Spring 2011	2013	90%	8%	1%	91%	9%	0%	84%	15%	1%
Spring 2010	2012	89%	10%	0%	89%	10%	0%	65%	16%	1%
Spring 2009	2011	84%	13%	3%	86%	13%	1%	61%	21%	3%
Spring 2008	2010	78%	19%	3%	79%	20%	0%	57%	32%	3%
Spring 2007	2009	74%	23%	3%	73%	26%	1%	Not Yet Required by the Department of Elementary and Secondary Education (DESE)		
Spring 2006	2008	70%	21%	9%	66%	33%	2%			
Spring 2005	2007	62%	30%	8%	55%	41%	4%			
Spring 2004	2006	55%	40%	6%	58%	39%	3%			
Spring 2003	2005	36%	45%	20%	42%	51%	8%			
Spring 2002	2004	34%	41%	27%	34%	55%	13%			
Spring 2001	2003	34%	45%	21%	29%	53%	18%			
<p><i>*YOG – Year of Graduation *NI – Needs Improvement</i> <i>*A/P – Advanced/Proficient *Failure</i></p>										

- Recently released results of spring 2012 Advanced Placement (AP) testing illustrated that the number of students achieving qualifying exam scores has grown by 128% since 2011 and AP enrollment for the upcoming school year is anticipated to increase by 90% demonstrating the ability of our students to reach new levels of success and Valley Tech’s continued dedication to a rigorous curriculum.
- The sold-out 18th Annual Superintendent’s Dinner, a seven-course gourmet meal planned and prepared by the Culinary Arts students, staff, and alumni, yet again earned widespread acclaim. This event provides yet another opportunity for students from various vocational programs to integrate and share knowledge working together in a true-to-life work experience. Guests are privy to the skills of the students as they partake in presentation, service, hospitality, and décor. Proceeds raised by the dinner go toward various student initiatives. The dinner, which draws attendees from throughout the region including numerous state officials, highlights the contributions and talents of several vocational technical programs in addition to Culinary Arts. Those programs include Painting and Design Technologies, Construction Technologies, Electrical, Graphic & Multimedia Communications, and HVAC/R.

Decennial Accreditation Review Yields Acclaim

FY12 was a year in which Valley Tech reflected on practices as the school diligently prepared for its decennial accreditation review by the New England Association of Schools and Colleges, Inc. (NEASC). The review consists of a multi-step process including a self-study and peer review. In accordance with Valley Tech’s commitment to high standards, which echo that same goal that NEASC has for member institutions, the school eagerly delved deeply into the process for the betterment of the school.

The self-study portion of the accreditation review began in FY11 and continued through FY12. Teams were formed consisting of individuals from all areas of Valley Tech, including administrators, faculty, staff, parents, and students. A great deal of time and effort was put into this study with the goal to improve the effectiveness with which Valley Tech conducts the business of educating youth in the Blackstone Valley.

A qualified site review team comprised of educational peers from throughout the region arrived in March of 2012. They were greeted with a warm welcome as a buffet dinner was served in the Competition Center to kick-off the four-day visit. As reflected in their final report, the committee was extremely impressed with Valley Tech and comments were highly complimentary.

While accreditation happens once every ten years, ideas for change and improvements happen on a daily basis at Valley Tech. Ideas for positive change can come from anywhere and suggestions from our staff, students, parents, and community members are always welcome.

School Lunch Program Earns National Award

Believing that well-nourished, physically active students are better learners, and after years of work to make gradual improvements to nutrition in school lunches, Valley Tech's school lunch program was awarded the *HealthierUS* School Challenge (HUSSC) Silver Award from the U.S. Department of Agriculture (USDA). In January 2012, John Magnarelli, USDA's top regional school lunch official, presented the school with the award which is one of the nation's highest school nutrition awards.

Magnarelli applauded the students, food service staff, and school officials for being the first high school in the state to earn the award. Valley Tech joined just 10 high schools throughout the United States in earning the distinction. Only about 2 percent of schools nationwide have achieved *HealthierUS* status.

The HUSSC is a voluntary national certification initiative for schools participating in the National School Lunch Program. It supports First Lady Michelle Obama's "Let's Move!" campaign by recognizing schools that are creating healthier school environments through the promotion of good nutrition and physical activity while also helping schools prepare for the school meal pattern changes being developed by the USDA for nation-wide implementation. Sponsored by the USDA Food and Nutrition Service (FNS), the initiative encourages all schools to take a leadership role in helping students to make healthier eating and physical activity choices that will last a lifetime.

This achievement was attained through a comprehensive approach to nutrition and physical fitness as a result of the hard work of our food service employees, and nutrition educator Martha Leary-Pellegrino, RD, LDN, under the leadership of Kurtis Johnson, Director of Business Operations.

In addition to the healthful meals being served in Valley Tech's cafeteria, the school has a nutrition curriculum called VITA, which stands for Vitality through Training, Instruction and Assessment, that is taught to students to promote personal wellness and fitness. Through Valley Tech's School Based Health Center (SBHC), referrals of students who would benefit from nutritional counseling are made. The SBHC is a collaborative effort between the school and Milford Regional Medical Center.

Post-Secondary Practical Nursing Program

Accreditation

In April 2012, Valley Tech's highly successful post-secondary Practical Nursing Program was approved for initial accreditation by the National League for Nursing Accrediting Commission, Inc. (NLNAC).

This voluntary accreditation process included a self-study and site visit, along with detailed evaluations of the school's Practical Nursing Program, practices, and staff. Notably, Valley Tech's Practical Nursing program is only the second vocational Practical Nursing Program in the state to receive accreditation through the NLNAC. The next evaluation visit has been scheduled for the fall of 2016.

In addition, the Commonwealth of Massachusetts Board of Registration in Nursing has continued the Full Approval Status of the Practical Nursing Program. Annual continuation of approval status is contingent on the Program remaining in compliance with efforts to promote safe nursing practice. The Program is also accredited by the New England Association of Schools and Colleges (NEASC) Commission on Public Schools Committee on Technical and Career Institutions.

Practical Nursing Program Coordinator, Kathleen Ashe, MSN, RN, CNE, along with a highly skilled team of nurse educators, are credited for the continued success of the program.

Notably, 100% of the graduates from the Practical Nursing Program's first graduating class, the Class of 2011, all successfully passed the challenging NCLEX-PN in their first attempt. These 19 students, now Licensed Practical Nurses (LPN), are eligible to begin entry-level Licensed Practical Nursing careers in long term care, office settings, ambulatory care settings, acute care settings, rehabilitation centers and to continue their nursing education.

Practical Nursing Program Graduates Honored

The members of the second post-secondary Practical Nursing class at Blackstone Valley Regional Vocational Technical High School took their biggest steps toward a career in healthcare in June 2012: a walk across the stage to receive their certificates and pins.

The 23 students who graduated attended the 16-month, three evening a week and one weekend a month program, many of them while working full-time completing 60 weeks in the program, providing 1,090 hours of instruction, more than 945 hours of nursing course work and over 540 hours of clinical practice.

Partner organizations that support the program include: Beaumont Rehabilitation and Nursing of Northbridge, Holy Trinity Nursing & Rehabilitation Center of Worcester, Knollwood Nursing Care in Worcester, Milford Regional Medical Center, Tri-River Family Health Care in Uxbridge, St. Camillus Health Center in Whitinsville, and Whitney Place Adult Day Health Center at Northbridge.

Dual Enrollment Program Experiences Growth

Consistent with its reputation of constantly improving educational offerings to its students, Valley Tech signed a dual enrollment agreement with Central Maine Community College (CMCC) during FY12. The program is free to Valley Tech juniors and seniors and allows students who successfully complete coursework to earn fully transferrable college credits. Courses offered under the agreement with CMCC are taught by skilled Valley Tech instructors in the Graphic Communications and Manufacturing Technology programs. This agreement is in addition to a similar dual enrollment agreement in place between Valley Tech and Mass Bay Community College for AP Calculus and Honors Pre-Calculus courses.

The advantages of dual enrollment programs are numerous. Valley Tech students who successfully complete courses earn college credits for free, providing a significant monetary savings in a time when tuition costs are high and accessing financial aid and student loans is difficult. They can earn college credits while still in enrolled in high school and are able to challenge themselves at new levels. Additionally, program enrollees are able to gradually acclimate to the heavier workload of a post-secondary education while they are still living at home and have the support of their family and skilled professionals at school.

Multiple agreements in place between Valley Tech and other institutions allow a true dual enrollment option to seniors which offers the ability to fully enroll in college while also enrolled at Valley Tech. Valley Tech maintains additional articulation agreements with various post-secondary institutions throughout the nation allowing credits to transfer directly to those particular institutions.

Trask Athletic Complex: An Investment in the Future

Local officials joined Valley Tech District School Committee members and school administrators in a ground breaking ceremony on the District's Trask Athletic Complex on Chestnut Street in Upton in May of 2012. When complete, the land will be the new home playing field for Blackstone Valley Tech's softball team and an ecological laboratory for students. The plan ensures environmental protection in surrounding wetlands. The project was spearheaded by land donations from Harvey Trask and the Estate of Anna F. McGill.

Setting an example for Districts throughout the Commonwealth and consistent with its long-term creative funding approach, this exciting endeavor has been self-funded. While the land donation was made to the school over 8 years ago, development delays are a direct result of strategic planning to avoid requesting further spending by member towns. Director of Construction and Facilities Jim Brochu, Director of Business Operations Kurtis Johnson, and long-term Milford Parks & Recreation Commission member and School Committee member Arthur Morin are credited with providing behind the scenes assistance in the project.

Breaking ground represented the beginning of the 3-phase project, which has been engineered by GRAZ Engineering, LLC. Once complete, Valley Tech will be able to better serve the interests of a growing student population. Phase 1 includes land clearing and erosion control, Phase 2 includes the incorporation of appropriate drainage and field maturation and Phase 3 includes the construction of parking lots for the facility.

Additional land abutting the Complex was donated to the District by the Willard family through the Estate of Anna F. McGill. This environmentally and educationally valuable piece of land represents another exciting venture. The land, named Willard's Preserve, contains wetlands and conservation land that will be marked as nature trails, and utilized by the school to promote environmental awareness for the benefit of students and the greater community. Planned school uses include a vegetable garden, and honey bee habitat for the Culinary Arts program. Science students at the school will benefit as they will have the opportunity to identify and mark trees, and use the property as an off-campus eco-laboratory to explore and discover nature as it relates to a rigorous science curriculum being taught at the school.

Murray Integration Project

A goodwill project that started small, but quickly grew into a true community project has been coined the "Murray Integration Project" at Valley Tech. Throughout the year students have put their skills to good use by helping to build a new home specifically for the needs of the Murray family from Northbridge. Amy and Christopher Murray are Valley Tech graduates whose twin sons, Michael and Eric, were born with spastic quadriplegia, a severe form of cerebral palsy which causes them to require round-the-clock care. Amy is a nurse who cares for the boys at home.

As the boys have grown and the challenges of caring for them at home have increased, the family came to the realization that they needed to move from their split-level home into a more handicapped accessible single-story residence. The problem was how to pay for the many expensive modifications that their new home would require to adequately accommodate the boys' special needs.

The Murray Integration Project was cultivated as a school-wide integration effort which reinforces academic and career technical learning across a variety of career pathways. The home is being built by area developer, J&F Marinella, who has agreed to let the students be deeply involved in the project. There has also been an outpouring of community support. Businesses and community partners continue to volunteer time and services, and to donate materials in support of the project.

The endeavor has given Valley Tech students the chance to explore the entrepreneurial aspects of the project through working with the family and assessing their specific needs. Students from virtually all vocational programs and academic areas at Valley Tech have assisted in the project.

Students Sparkle in SkillsUSA Competitions

For the fifth straight year, Valley Tech has hosted the annual SkillsUSA Massachusetts State Championships. To qualify, students participated in district competitions throughout the state. In district competition, Valley Tech students secured a remarkable total of fifty-three (53) medals and a total of sixty-one (61) students proceeded to compete in the state competition against more than 2,000 students from throughout the Commonwealth. The state level event featured over 60 vocational-technical trade and employment contests. A total of 26 Valley Tech students including one team won either gold, silver or bronze medals at the SkillsUSA State Championships.

Sending a total of eight students to the National SkillsUSA Championships in Missouri, Valley Tech recorded podium finishes for the ninth time in the last ten years with two students securing gold medals and one student capturing a bronze medal.

Coreen Stanovich, a junior from Northbridge, won the gold medal in the Food and Beverage Service competition.

Jillian Dumont, a 2012 Practical Nursing Program graduate from Blackstone, won the gold medal in the Practical Nursing competition. Jillian graduated from Valley Tech's Manufacturing Technology program in 2006.

Marissa Bunnewith, a 2012 graduate from Millbury, won the bronze medal in the Commercial Baking competition.

Significantly, two former SkillsUSA medalists from Valley Tech were selected as finalists for the WorldSkills Competition. If they qualify, they will compete in Germany in 2013.

Promoting Science, Technology, Engineering, and Mathematics

As part of the school's long-term improvement plans, the Electrical program moved to a new location in the building making way for a state-of-the-art chemistry science laboratory. The District was one of only a handful in the Commonwealth to be approved during FY12 to participate in the Massachusetts School Building Authority's (MSBA) competitive Science Lab Initiative.

Once again employing creative financial strategy along with potential reimbursement from the MSBA, the District will utilize resources including the Project Lead the Way Biomedical Science curriculum, and modern equipment obtained through a variety of donors to self-fund this project.

These improvements are in line with the state's goals to expand Science, Technology, Engineering, and Math, or STEM program offerings, to encourage more young people to pursue STEM careers for the vitality and the future of the Commonwealth. An estimated completion date for the laboratories is August 2013.

Athletics Program has Banner Year

Valley Tech's athletics program has achieved impressive results as the program continued to grow in FY12. Of the 18 varsity level sports offered at the school, 17 teams advanced to Massachusetts Interscholastic Athletics Association (MIAA) post season play. For the first time in the history of Valley Tech's Varsity Football program, the team captured the Colonial Athletic League (CAL) championship title this year and Varsity Baseball claimed the first league championship title since 1978.

Varsity level accomplishments abounded and 9 of Valley Tech's teams were eligible to compete in State Vocational Championship contests of which 7 teams qualified. Those contests resulted in Girls Varsity Soccer and Varsity Baseball winning the State Vocational Titles in their respective sports.

Other major accomplishments in athletics include Robert Therrien of Uxbridge being named Low Medalist in the CAL Varsity Golf Championship, Varsity Fall Cheerleading winning the CAL Championship for the 15th time, and Varsity Cheerleading capturing the CAL Championship for the 16th time.

Students increasingly show interest in the multitude of athletics offerings available and the program continues to grow each year to meet the demand. Varsity Field Hockey was added to the variety of sports available to students this year, and proved popular.

Numbers Reflect Fiscal Accountability

The District's operating budget for FY12 was developed with ongoing sensitivity to the financial challenges faced by our 13 member towns and was therefore designed to maximize stakeholder investment. The total budget was held to a modest 1.99% increase.

The District's FY12 total operating budget was \$19,327,282. The two primary revenue sources are derived from the House-1 Chapter 70 State Aid estimate of \$7,614,352 and state-required Minimum Contribution calculations for the 13 member towns totaling \$8,881,138.

In the operation portion of the budget but outside DESE Net School Spending areas, the District budgeted \$684,906 for transportation costs and \$720,637 for retiree medical coverage; however, planned capital asset acquisition was once again deferred. The transportation portion of the assessment is offset by the House-1 Chapter 71 Transportation Aid estimate of \$577,094. In addition to the state-required Minimum Contributions, member towns unanimously supported the school's operating budget with shared assessments for operations, student transportation, and retiree medical.

The State reduced its initial Chapter 70 State Aid and Chapter 71 Transportation Aid estimates by \$16,666 and \$9,820 respectively; however this reduction was offset by \$130,977 in Ed Jobs Funds. Additionally, staffing

efficiencies, student work project endeavors, competitive procurement practices and other green school initiatives provide realized savings that replenish the District's unreserved fund balance. In FY12, these efforts generated \$300,000 of direct offsets to member assessments. Finally, Valley Tech secured approximately \$1.1 million in grants and private donations to provide additional educational investments and vocational instructional equipment.

FY12 REVENUES	Budgeted	Actual
Member Town Assessments:		
Minimum Contribution	8,881,138	8,881,138
Transportation (Over State Aid)	684,906	684,906
Capital Equipment	-	-
Retiree Medical	720,637	720,637
Member Credits	(213,000)	(213,000)
Debt Service	<u>639,394</u>	<u>639,394</u>
Total Member Assessments	10,713,075	10,713,075
State Aid:		
Chapter 70 - Regional Aid	7,614,352	7,496,705
Transportation Reimbursement	<u>577,094</u>	<u>686,905</u>
Total State Aid	8,191,446	8,183,610
Other Revenue Sources:		
Miscellaneous Income	122,761	467,400
Unreserved Fund Balance	<u>300,000</u>	<u>300,000</u>
Total Other Revenues	422,761	767,400
GRAND TOTALS	<u><u>19,327,282</u></u>	<u><u>19,664,085</u></u>

Researching and Earning Grants, Awards and Rebates

Valley Tech continually pursues any non-taxpayer resources available through public and private grants or donations. These dollars provide additional support for expanded learning, programs, and services for students. Totaling over 1.1 million dollars, the funds also assist in reducing member town assessments. The District welcomes additional suggestions regarding untapped sources or new funding opportunities. Grants, donations, and gifts secured during FY12 are:

SOURCE	GRANT	AMOUNT
<i>Stimulus Funds</i>		
ARRA ^a	IDEA ^b Carryover	\$1,423.00
<i>Federal Entitlement</i>		
Federal	Title I	\$86,963.00
Federal	Title II A	20,337.00
Federal	Title II A Carryover	9,500.00
Federal	Special Education 240	280,043.00
Federal	Special Education Program Improvement	13,248.00
Federal	Race to the Top	2,540.00
Federal	EdJobs	130,977.00
Federal	Perkins	147,168.00
Federal	Perkins Post-Secondary (PN Program)	1,500.00

SOURCE	GRANT	AMOUNT
<i>State Entitlement</i>		
State	Academic Support	\$15,400.00
MSBA ^c	Roof Repair Reimbursements	376,413.00
<i>Competitive/Private</i>		
Private Sector	Science Furniture/Lab Materials	\$75,000.00
Commonwealth Corp.	Bridging the Opportunity Gap	21,368.00
Dairy Council	Fuel Up to Play 60	4,000.00
State/local	Local Cultural Council Grant (Sutton)	200.00
State/local	Local Cultural Council Grant (Milford)	500.00
State/local	Local Cultural Council Grant (Bellingham)	300.00
VTEF ^d	Murray Integration Project	1,000.00
VTEF ^d	Yoga for Teens	800.00
VTEF ^d	Aviation Club	1,000.00
VTEF ^d	Project SMILE ^e	1,000.00
VTEF ^d	Rachel's Challenge	1,000.00
BVCC ^f	Watch Your Mouth	500.00
Patriots Alumni	BVT Football	500.00
Blissful Meadows Golf Club	Company Open Charity Event	5,091.90
Milford Federal Savings and Loan	Vehicle Subsidy	3,500.00
TOTAL:		\$1,201,271.90

^a American Recovery and Reinvestment Act

^b Individuals with Disabilities Education Act

^c Massachusetts School Building Authority

^d Valley Tech Education Foundation

^e Students Making Important Lasting Effects

^f Blackstone Valley Chamber of Commerce

In Memoriam – E. Kevin Harvey

E. Kevin Harvey, a highly regarded 21-year member of the Blackstone Valley Vocational Regional District School Committee from Bellingham lost his lengthy battle with Alzheimer's Disease on December 27, 2011.

Mr. Harvey was a highly successful international businessman who was instrumental in bringing a business-minded approach to the School Committee's oversight of career and technical education in the Blackstone Valley. Serving as chairman to the District School Committee for 10 years, he held a unique appreciation for the viewpoint of others and inspired those around him with the highly courteous manner in which he treated everyone. Recognizing the immense power of politely respectful interactions, he laid the framework for mutual respect, trust, and business acumen. He treated Valley Tech as an extended family, always striving to make it a better place, particularly via cooperative relationships among all stakeholders.

"Kevin's dedication to Valley Tech was unyielding. As we turn the calendar to a new year, my fervent wish is that the legacy of E. Kevin Harvey will live on – inspiring school policymakers, administrators, teachers, parents, and community stakeholders to work together in a spirit of mutual respect to strengthen and sustain the educational systems so vital to the future success of our students and society," remarked Dr. Michael F. Fitzpatrick.

School Committee Provides Experience and Expertise

Valley Tech's School Committee, comprised of 13 dedicated individuals, proves invaluable in overseeing District operations. Committee members are elected to four-year terms in biennial voting across the District. Our students benefit from their experience and expertise representing an array of industry occupations, which contributes to the success of Valley Tech and always improves the school.

Michael D. Peterson, Mendon
Chairman
Gerald M. Finn, Millville
Vice Chairman
Paul M. Yanovitch, Hopedale
Assistant Treasurer

Joseph M. Hall, Bellingham
William J. Pontes, Blackstone
John C. Lavin, III, Douglas
Anthony M. Yitts, Grafton
Arthur E. Morin, Jr., Milford
Chester P. Hanratty, Jr., Millbury
Jeff T. Koopman, Northbridge
Mitchell A. Intinarelli, Sutton
Kenneth M. Pedersen, Jr., Upton
James H. Ebbeling, Uxbridge

Dr. Michael F. Fitzpatrick
Superintendent-Director
Barbara Auger
District Treasurer
Diana Pedersen
Secretary

Blackstone Valley Vocational Regional School District
65 Pleasant Street
Upton, MA 01568-1499
(508) 529-7758
www.valleytech.k12.ma.us



SCHOOL BUILDING COMMITTEE

The School Building Committee was formed by the Board of Selectmen in May 2008. This followed the Massachusetts School Building Authority (MSBA) approving a conceptual plan renovating and expanding the existing Intermediate Elementary School. Town Meeting approved funding \$350,000 for the first phase of the project, the feasibility study, in May 2008.

The School Building Committee selected Heery International to provide project management services and DiNisco Design to provide design services.

Following completion of the Feasibility Study, Town Meeting approved \$495,000 to fund Schematic Design in November 2010. We proceeded on the Schematic Design of a new Grade 2-5 Elementary School and major repairs to the Intermediate School. At the conclusion of the project the Intermediate Elementary School will be renamed the Middle School, for Grades 6-8.

The final project budget was determined to be \$49,904,389 to complete the design and construction of both projects, including appropriate furniture and technology. After MSBA reimbursement the net cost to the Town was estimated at \$23.5M. Town Meeting approved the project in March 2011. Voters approved the debt override in April 2011.

Design and Contract Documents were completed throughout the remainder of 2011. The project went to bid in December 2011, with bids opened in January 2012. Final bids were well under budget. The bid savings allowed us to proceed with the two project alternates, a running track and a water line loop.

Construction began as scheduled in March 2012. By the end of 2012 construction of the new Elementary School was more than half complete. The Intermediate Elementary School received major improvements during the summer and fall of 2012, including a much-improved auditorium and the removal of all modular classrooms.

An August 2012 rainwater leak during roof repairs at the Intermediate Elementary School caused damage to

that existing building, most significantly to the gym. The gym floor was replaced and other repairs made as necessary. We anticipate insurance to cover the majority of damage-related costs.

The new Elementary School will open in September 2013. The Intermediate Elementary School will be vacated from July 2013 through February 2014, during which time the majority of repairs will be made. The repaired building will be renamed the Middle School and be ready for students in February 2014. Final site work will be completed in spring 2014.

Respectfully submitted,

***Mitch Cohen**, Chair, School Building Committee*

Voting members: Paula Brouillette (Vice-Chair), Leslie Breault (Secretary)

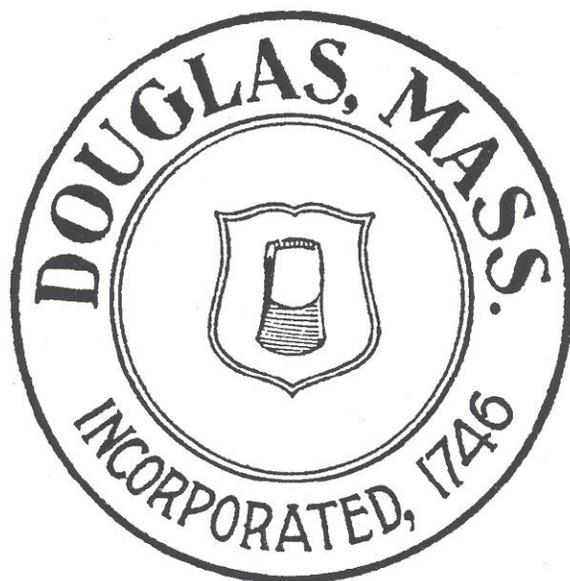
Nancy Lane (Superintendent of Schools), Melissa Gouin, Shirley Moczynski, and Scott Yacino

Non-Voting members: William Cundiff (Town Engineer), Michael Guzinski (Executive Administrator), Cortney Keegan (School Business Manager), Beverly Bachelder (Intermediate Elementary School Principal), and John Campbell (Elementary School Principal)



Photo: Aerial photo of New Douglas Elementary School, December 2012

GLOSSARY





GLOSSARY OF DEPARTMENTS, BOARDS & COMMITTEES

ANIMAL CONTROL OFFICER - Responsible for responding to complaints ranging from nuisance dog barking to lost or injured animals. The Animal Control Officer works with the Douglas Police Department and the Douglas Board of Selectmen to resolve disputes and maintain public safety in relation to the animals in Douglas.

ANIMAL INSPECTOR responds to all dog bites and investigates and quarantines. Makes sure that rabies shots are up to date. Performs yearly Barn Inspections. The Massachusetts Bureau of Animal Health appoints the Animal Inspector each year.

BOARD OF ASSESSORS - Composed of three elected members and is required by Massachusetts General Laws to value all real and personal property based on "full and fair cash value" within their community. Every three years, the Board of Assessors must submit these values to the Department of Revenue for certification. Property sales must also be reviewed on an annual basis and the values adjusted if deemed necessary to maintain "full and fair cash value". The Board of Assessors is required to annually assess taxes in an amount sufficient to cover the state and local appropriations chargeable to the Town, and subsequent to the determination of the total assessment. The Board of Assessors must annually fix the tax rate. All maintenance of the real and personal property databases, the processing of commitments of real and personal property, and motor vehicle and boat excise taxes are performed by two full-time and one part-time staff members under the direction of the Board of Assessors. Taxpayers have a formal right to file for an abatement of taxes, once the tax bills have been distributed. Certain taxpayers are also allowed exemptions from their property tax bills. Taxpayers having questions relative to a bill, the abatement process, or statutory exemptions are advised to contact the Assessors' Office as soon as the bill is received. [Meeting Date/Time/Place: 1st Tuesday of the month at 6:00 p.m. in the Assessors' Office]

BUILDING DEPARTMENT - Responsible for all building permits that are reviewed by numerous departments depending on the project. A building permit is required for new construction, reconstruction, alterations, repairs, demolition, change of use, and change of occupancy. Along with the building aspects, this department is also responsible for zoning enforcement. Although the Building Department does not have the authority to grant waivers to any code, law, bylaw, or regulation, they may be granted through various appeal boards.

BUILDING FACILITIES AND CONSTRUCTION COMMITTEE – This committee was created under the provisions of Article 10 of the Town of Douglas General Bylaws. It is comprised of an appointed 7 member committee with 3 members being appointed by the Board of Selectmen, 3 members by the Town Moderator, and 1 by the School Committee. The Town Engineer also serves on this committee as a non-voting member. The Committee is intended to be used as a resource for various Town Construction Projects with a cost of \$10,000 or greater and/or as requested by the Board of Selectmen.

CAPITAL IMPROVEMENTS COMMITTEE - Composed of five (5) department heads or their representatives and four (4) Douglas residents. The Committee's Charter is to identify capital projects for the six years (current year plus the next five years) and consolidate those projects into an on-going capital plan. The Plan will be updated on an annual basis with the current year's plan to be included in the overall annual budget. The Committee's goals are the identification, prioritization and proposed funding sources of capital projects. [Meeting Date/Time: 2nd and 4th Wednesday at 7:00 p.m.]

CEMETERY COMMISSION - Responsible for maintaining the Town Cemeteries and works to ensure future availability of burial plots in Douglas.

COMMUNITY DEVELOPMENT DEPARTMENT - Comprised of the Town Engineer, the Conservation/Planning Agent and an Administrative Secretary. The Community Development Department provides assistance and is a liaison primarily to the Planning Board and Conservation Commission and also performs Special Projects within the Town under the direction of the Board of Selectmen. It is also available to provide support to all the Departments, Boards and Committees within the Town. This department is also happy to assist the public in navigating through the local and state permitting processes regarding land development in the Town of Douglas.

COLLECTOR OF TAXES - Responsible for collecting and turning over all real estate, personal property, and excise taxes for the Town. The Collector also collects payment for town water bills.

CONSERVATION COMMISSION - Responsible for the administration of the Douglas Wetland Bylaw, the Wetlands Protection Act, Chapter 131, Section 40 of the Mass General Laws and the Rivers Protection Act created by Chapter 258 of the Acts of 1996. There are additional conditions for land use found in the Code of Massachusetts Regulations: 310 CMR 10.00 et seq. There are also various laws relating to open space, environmental policy, agricultural issues and water and land conservation regulations. The Conservation Commission is charged with keeping abreast of not only changes to all these laws, but the results of litigation brought on behalf of communities or land owners which is a priority. The Commission regularly conducts site walks to view potential projects and advise builders if changes in plans need to be made to satisfy various regulations. Hearings are scheduled with as much convenience to the applicants as time would allow. [Meeting Date/Time: 1st and 3rd Monday at 7:00 p.m.]

COUNCIL ON AGING - Provides information, education, and recreation for the elders, sixty years of age or older, in Town. The Director works with outside agencies in order to provide a range of services to those elders who are in need of them. The Outreach Coordinator works with seniors at risk and their families to provide information counseling and referrals. [Meeting Date/Time: 4 or 5 times during the month determined by the Committee at the Senior Center]

ECONOMIC DEVELOPMENT COMMISSION - Created by Town Meeting vote in 1999. Its purpose is to create programs that will enable existing businesses in Douglas to expand in the Town and attract new businesses. [Meeting Date/Time: 2nd Monday at 7:00 p.m.]

FINANCE COMMITTEE – According to MGL Chapter 39, S16, this committee maybe established by town bylaw for any town whose valuation exceeds one million dollars. This committee shall consider any or all municipal questions for the purpose of making reports or recommendations to the Town. While the statute receives varying interpretations, the Town of Douglas established the Finance Committee in 1992 at an Annual Town Meeting eliminating the need for Selectmen to act impartially on financial matters. [Meeting Date/Time: 2nd and 4th Monday at 7:00 p.m.]

FIRE DEPARTMENT - In addition to traditional firefighting and rescue duties, the Douglas Fire Department is responsible for issuing permits and completing inspections. The staff and call firefighters/EMTs also partake in various training sessions throughout the year. The S.A.F.E. (Student Awareness Fire Education) program is taught in the elementary school and is vital to the education of children and their families in the prevention of fire and burn safety. Station tours upon request.

HEALTH, BOARD OF Deals with all aspects of Title 5 concerning the installation of new or repairs to private septic systems and private drinking water supplies. The Board of Health manages the Transfer Station. Permits for the Transfer Station can be purchased at this office. The Board of Health is charged with the inspection and licensing of food service establishments, campgrounds, commercial swimming pools and the licensing and inspection of garbage and septage vehicles. The Board of Health deals with rabies and mosquito control. A Board of Health is a statutory board created pursuant to the Mass. General Law C III, s26 and C. 41, sl. This Board consists of five (5) members who are appointed by the Selectmen. Each member serves a three (3) year term. Each year the Board appoints a Chairperson, Vice-Chair, Health Agent, Nurse, Administrative Supervisor, Animal Inspector, Food Service Inspector and Sanitation Agent. The Board meets the first Monday of each month at 6:00 p.m. in the Health Department office. All meetings are open to the public and minutes of past meetings are kept in the Health office. The Board of Health is charged with the protection of the public health and to fulfill these duties by developing, implementing and enforcing health policies. Local health policies are available at this office. [Meeting Date/Time: 1st Monday at 6:00 p.m.]

- **HEALTH AGENT** can be contacted when there are housing deficiencies between a landlord and a tenant. The Board of Health agent handles complaints such as landlord/tenant disagreements, noisome trades, trash complaints, etc. The Agent also performs bathing beach water testing during the summer months.
- **SANITATION AGENT** is a Professional Engineer who reviews all septic system plans and performs all installation inspections. This person does not do Title 5 inspections for the re-sale of a home as these are done by State Certified inspectors.
- **FOOD SERVICE INSPECTOR** Inspects all food establishments twice a year and in accordance with the Massachusetts Food Code.
- **PUBLIC HEALTH NURSE** holds yearly flu clinics. Blood pressure clinics are open to residents of any age. The Public Health Nurse holds flu clinics as the Senior Center and at Riddlebrook Apartments. The Public Health Nurse is charged with reporting all communicable diseases to the State Department of Public Health and to perform any follow up work. The Nurse is available every Thursday.

HIGHWAY DEPARTMENT - Responsible for maintaining safe, passable roadways and sidewalks. This is achieved by cutting brush, patching roads, sweeping streets, painting lines, and snow removal. The Highway Department also provides basic repair and maintenance of guardrails and bridges. During warmer months, the Highway Department maintains and cuts the grass at the town commons and public squares.

HISTORICAL COMMISSION - Responsible for promoting and preserving the historic resources of the town including buildings, structures, streetscapes, historic and scenic roads. [Meeting Date/Time: 3rd Tuesday (As needed) at 7:00 p.m.]

HOUSING AUTHORITY - Responsible for providing maintenance and referral services for the Section 8 Certificate Program, Section 8 Voucher Program, Section 8 Mobility and Portability Programs as well as Elderly Programs.

LIBRARY, SIMON FAIRFIELD PUBLIC - Provides access to a myriad of books, magazines, audio books, play-aways, DVDs, CDs, adult and children programming, and free wireless access to the internet.

MUNICIPAL FACILITIES MAINTENANCE MANAGER - Responsible for the daily, general, preventative maintenance of the municipal buildings, custodial duties, landscape and yard duties, the occasional hiring of contractors, and overseeing special projects within the facilities.

OPEN SPACE COMMITTEE - The Committee works on land preservation projects to preserve open space and important habitats throughout Town. The Committee also works to educate the public on the benefits of Open Space and how it enhances our quality of life. Every acre of Open Space actually brings Douglas net revenue in taxes because it does not require additional and extensive services to support it.

PERSONNEL BOARD - Supports the non-contractual and non-elected positions within the municipal system. This includes the Police Dispatchers, Fire/EMT's, Highway, Water/Sewer, Library, and Municipal Center employees. Its main responsibility is to maintain the compensation plan for the employees and work with the department heads regarding staffing related issues. The Personnel Board believes that the better we staff our departments with quality employees, the higher quality of service our community receives. [Meeting Date/Time: 3rd Monday at 7:00 p.m.]

PLANNING BOARD - One of the most significant functions of this Board is subdivision control and issuance of special permits for, as well as the supervision of gravel removal. It also serves as the permit granting authority for certain special permits as outlined in the town's first zoning bylaws. Most of the Board's time is taken up with subdivisions: checking plans submitted for proposed subdivisions, implementing inspections for subdivisions being built, or having a background supervisory role until the roads of a particular subdivision are accepted as town roads. [Meeting Date/Time: 2nd & 4th Tuesday at 7:00 p.m.]

POLICE DEPARTMENT - In addition to traditional police and rescue duties, the Douglas Police Department provides various programs to the Douglas School System and the Town of Douglas such as DARE, Citizen Police Academies, bicycle safety, boat patrols, RAD (Rape Aggression Defense) program, and RAD Kids program.

RECREATION COMMISSION - Sponsors recreational programs throughout the year and works arduously to create and maintain recreational areas and facilities in Douglas.

SCHOOL COMMITTEE - Works closely with the school department administration to improve educational quality by acting as the bridge between the educational process and the community at large. Responsibilities include the creation of policy, approval of the school department budget, and employment of the Superintendent. Five (5) elected members make up the committee, each serving a three-year term. [Meeting Date/Time: Every Other Wednesday at 7:00 p.m. at the High School room C208]

SELECTMEN, BOARD OF - Operates as the **Executive Board** of the Town and is charged with setting policies for the Town as well as calling town elections and town meetings. The selectmen are the **Local Licensing Authority**, issuing licenses and permits which include but are not limited to the sale of alcohol, automobile dealers, restaurants, and entertainment. The selectmen appoint many key town officials and members of boards and committees. The selectmen are also charged with being the town's **Road Commissioners** as surveyors of public ways, monuments, guide posts, sidewalks and shade trees. [Meeting Date/Time: 1st & 3rd Tuesday at 7:00 p.m.]

TOWN CLERK - Works as a liaison between residents and town offices. Traditionally, this office is where people first come when they need information. The Town Clerk serves the residents as Chief Election Officer

which oversees polling places, election officers, and the general conduct of all elections, consisting of preparation of ballots, voting equipment, voting lists along with voter registrations. The Town Clerk also records and certifies all official action of the Town, including town meetings, Planning and Zoning Board decisions. Registers all vital events occurring within the community, such as, recording and preserving all original birth, marriage, and death records. The Town Clerk is also the Public Records Officer. Administers the oath of office to all elected and appointed members of local committees and boards, posts meetings of all government bodies, provides access to public records in compliance with State Public Records Law, provides certified copies of all vital records and conducts or assists with genealogical research, maintains records of adopted municipal bylaws, appointments, petitions and submits general bylaws/zoning bylaws to the Attorney General for approval. The Town Clerk is also a licensing officer. Issues state licenses and permits, including marriage licenses, hunting, fishing and trapping licenses, and permits for raffles and bazaars. Issues local licenses, permits and certificates as mandated by statute or bylaw, which include burial permits, business certificates, dog licenses, fuel storage permits and burning permits. The Clerk's Office is also responsible for conducting a yearly census and publishing the annual street list.

TRANSFER STATION is for use by residents of Douglas. The site collects household waste and offers recycling of glass, paper, cardboard, tin and plastic. There is a box on site for used clothing, books, games, TV's and computer monitors. Permits are sold twice a year. During summer months the site collects automotive batteries and 5 lb. propane tanks.

TREE WARDEN Cares for all of the shade trees on public property in town including parks, town commons, public streets and schools.

VETERANS' SERVICES - Douglas is part of the Southern Blackstone Valley Regional Veterans' Services District which consists of the towns of Douglas, Northbridge, Sutton and Uxbridge. The office is located in 875 Hill St. in Northbridge. The District is a local one-stop aid station for veterans, their dependents and widows/widowers of veterans. Here they can receive benefits such as financial aid, medical expense reimbursement, and forms to file VA claims and in some cases, just someone to talk to. The Commonwealth of Massachusetts returns 75% of the monetary aid provided by the Town of Douglas. It has been found that the veteran or recipient of this aid, most likely spends 100% of this monetary benefit within the local community. This type of aid benefits everyone. Veterans' benefits are not automatic and must be applied for in accordance with Federal and State laws, rules and regulations. Therefore, the Director must keep abreast of the latest changes in these rules pertaining to Veterans' rights. Our office hours are Monday – 8:30 to 7:00pm, Tuesday - Thursday 8:30 - 4:30pm, and Friday 8:30 - 1:00pm.

WATER/WASTEWATER DIVISIONS – Responsible for testing, operation and maintenance of the town water supply, sewer lines and facilities. They are also responsible for maintaining and repairing hydrants, checking meters, and performing relevant repairs. [Meeting Date/Time: 1st Tuesday at 7:00 p.m.]

ZONING BOARD OF APPEALS - Created under the provisions of MGL Chapter 40A as a necessary part of the establishment of zoning regulations in a community. Chapter 40A empowers the Board of Appeals to; 1) Hear appeals taken from decisions of any administrative official or board of the Town acting under the provisions of the law; 2) Grant variances from terms of the Zoning Bylaw; and 3) Grant special permits as provided by the Zoning Bylaw. [Meeting Date/Time: 3rd Thursday at 7:00 p.m. – Public Hearings as posted]

VOLUNTERS NEEDED

The Board of Selectmen continue to search for volunteers to serve on the towns various boards and committees. The commitment of our dedicated and enthusiastic volunteers is what helps shape the community of Douglas. If you are interested in volunteering for a position on one of the town's boards or committees, please complete the "Application of Boards/Committees" on the next page and return it to the Board of Selectmen's office. This form can also be found on the town's website at www.douglasma.org under the "Forms & Application's" section of the Bulletin Board.

Current openings can be found on the town's website at www.douglasma.org on the Board of Selectmen's page under "Openings – Boards/Committee's".

Learn more about the board/committee you are interested in by attending a meeting. All meetings are open to the public. You can also view videos of meetings on the Town's Website under "Meeting Videos" at http://www.douglasma.org/index.php/pages/committees/online_programs

For office use only
 Appointed: Yes No Date: _____
 Date Resigned: _____ or did not seek re-appointment:
 Residency confirmation by Town Clerk: _____



Town of Douglas
 29 Depot Street
 Douglas, MA 01516
 508-476-4000 • Fax: 508-476-4012

**Application for
Board/Committee**

Please submit this application to the Selectmen's Office.

Name: _____ Date: _____
 Residence: _____ Email: _____
 P.O. Box _____ Phone (H): _____
 Business: _____ Phone (W): _____
 Business Address: _____ Occupation / Title: _____
 Education: _____

1. What Board/Committee are you applying for? _____

1a. *If applicable*, are you seeking a : **Full Member** position **Alternate/Associate** position .

2. If you are not appointed to this Board/Committee, please list in order of preference, what other Board/Committees you are willing to be considered for: _____

3. How long have you lived in Douglas? _____

4. Are you a registered voter? Yes No

5. Have you been asked by a Board/Committee to become a member? Yes No

6. How did you hear about the Board/Committee? _____

7. Why are you seeking an appointment? _____

8. What is your experience or knowledge regarding the duties of this Board/Committee?

9. Please list any education, experience, professional achievement, previous occupation, skills, or special interests you may have that will assist you with this Board/Committee. _____

10. How many times during the last year have you attended a meeting of the Board/Committee to which you would like to be appointed? _____

11. Would there be a possible conflict of interest if you were appointed to this Board/Committee?

Yes No If yes, please explain: _____

12. Have you ever had business before the Board/Committee to which you are requesting an apt.?

Yes No

If yes, please explain: _____

13. Please list all other Board/Committee's on which you have served in this or other towns.

Applicant's signature: _____

The filling out of this form in no way assures appointment. All board/committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity. Please return this form to the Selectmen's Office.

AT YOUR SERVICE

Town Administrator	476-4000 ext. 101
Administrative Assistant (TA/Selectmen)	476-4000 ext. 100
Animal Control (call Police Department)	476-3333
Assessors	476-4000 ext. 353
Building Department	476-4000 ext. 351
Board of Health	476-4000 ext. 352
Board of Health Nurse (Thursday Only)	476-4000 ext. 111
Cable Coordinator	476-4000 ext. 122
Collector of Taxes	476-4000 ext. 354
Community Development Department	476-4000 ext. 357
Conservation Commission	476-4000 ext. 357
Executive Administrator	476-4000 ext. 101
Finance Director / Town Accountant	476-4000 ext. 110
Fire Department	9-1-1
Non – emergency	476-2267
Highway Department	476-3378
Library, Simon Fairfield Public	476-2695
Planning Board	476-4000 ext. 357
Police Department	9-1-1
Non – emergency	476-3333
School Department	
Administration	476-7901
Early Childhood Learning Center	476-4035
Elementary	476-2154
Intermediate School	476-3332
High School	476-4100
Blackstone Valley Reg. Vo. Tech.	839-5471
Senior Center / Council on Aging	476-2283
Town Clerk	476-4000 ext. 355
Town Engineer	476-4000 ext. 108
Transfer Station	476-3742
Treasurer	476-4000 ext. 356
Veterans' Director	234-9808
Water/Waste Water Divisions	476-2400



The Town of Douglas is an equal opportunity provider, and employer.